



## Oak Brook Park District Board Packet

January 19, 2026

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

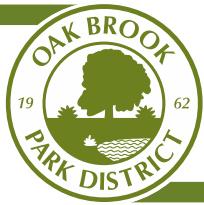
[www.obparks.org](http://www.obparks.org)



## Pledge of Allegiance

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

## Agenda and Agenda Vote



**AGENDA**

**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**

**BOARD OF COMMISSIONERS**

**January 19, 2026 – 6:30 p.m.**

**Canterberry Room**

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. CONSENT AGENDA
  - a. APPROVAL OF THE JANUARY 19, 2026 AGENDA
  - b. APPROVAL OF MINUTES
    - i. December 15, 2025 Regular Board Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING DECEMBER 31, 2025
    - i. Warrant 704
5. STAFF RECOGNITION
  - a. Rob Rojas, Aquatic Facility Manager
6. PRESENTATIONS/PROCLAMATIONS
  - a. Fiscal Year vs. Calendar Year
7. REPORTS:
  - a. Administration and Enterprise Operations Report
  - b. Finance and Human Resources Report
  - c. Recreation and Communications Report
  - d. Parks and Facilities Report
8. UNFINISHED BUSINESS
  - a. Extension of Contract for Audit Services with Lauterbach & Amen
  - b. Tennis Center Outdoor Tennis Courts Rebuild Project





**AGENDA**

**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**

**BOARD OF COMMISSIONERS**

**January 19, 2026 – 6:30 p.m.**

**Canterberry Room**

**9. NEW BUSINESS**

- a. Market Based Salary Range Adjustment
- b. Resolution 26-0216: A Resolution Amending the Agreement Between the Oak Brook Park District and Advanced Landscaping, LLC. For Turf Grass Mowing
- c. Ordinance 26-0217: An Ordinance Transferring Funds to and from Several Park District Funds

**10. BOARD OF COMMISSIONERS TO SHARE COMMUNICATIONS**

**11. ENTER CLOSED SESSION: For the purpose of discussing Pending, Probable, Or Imminent Litigation pursuant to 5 ILCS 120/2(C)(11) Of the Open Meetings Act**

**12. ARISE FROM CLOSED SESSION AND RESUME THE OPEN SESSION**

**13. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON FEBRUARY 16, 2026, 6:30 P.M.**

**14. 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.





## AGENDA

### REGULAR MEETING OF THE OAK BROOK PARK DISTRICT

#### BOARD OF COMMISSIONERS

January 19, 2026 – 6:30 p.m.

Canterberry Room

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL *[Call to Order the Regular Meeting of the Oak Brook Park District Board of Commissioners and ask the Recording Secretary to conduct the Roll Call.]*
2. PLEDGE OF ALLEGIANCE *[Recite the Pledge of Allegiance.]*
3. OPEN FORUM *[Ask whether there are any Public Comments under "Open Forum." If necessary, the President may advise speakers to observe the rules set forth in Section 1.1VII B of the Rules of the Board of Park Commissioners. Refer to the "Open Forum" document.]*
4. CONSENT AGENDA *[Request a Motion (and a 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 a Second) to approve the Consent Agenda, as presented. Roll Call Vote...]*
  - a. APPROVAL OF THE JANUARY 19, 2026 AGENDA
  - b. APPROVAL OF MINUTES
    - i. December 15, 2025 Regular Board Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING DECEMBER 31, 2025
    - i. Warrant 704
5. STAFF RECOGNITION *[Welcome Rob Rojas.]*
  - a. Rob Rojas, Aquatic Facility Manager
6. PRESENTATIONS/PROCLAMATIONS *[For Review and Discussion Only]*
  - a. Fiscal Year vs. Calendar Year
7. REPORTS *[For Review and Discussion Only]*
  - a. Administration and Enterprise Operations Report
  - b. Finance and Human Resources Report
  - c. Recreation and Communications Report
  - d. Parks and Facilities Report
8. UNFINISHED BUSINESS
  - a. Extension of Contract for Audit Services with Lauterbach & Amen  
*[Request a Motion (and a Second) to approve an extension for audit services contract with Lauterbach & Amen through fiscal year ending April 30, 2026. Roll Call Vote...]*

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





**AGENDA**

**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**

**BOARD OF COMMISSIONERS**

**January 19, 2026 – 6:30 p.m.**

**Canterberry Room**

b. Tennis Center Outdoor Tennis Courts Rebuild Project  
*[Request a Motion (and a Second) to approve commencing with the tennis courts rebuild and the pickleball and parking lot expansion projects for fiscal year 2026-2027, by approving the base proposal of \$203,800 and the alternate proposal of \$92,650 from Upland Design Ltd., and approving a contract between the Oak Brook Park District and Upland Design, Ltd. for professional architectural and engineering services for a total cost not-to-exceed \$296,450. Roll Call Vote...]*

**9. NEW BUSINESS *[For Review and Discussion Only]***

- a. Market Based Salary Range Adjustment
- b. Resolution 26-0216: A Resolution Amending the Agreement Between the Oak Brook Park District and Advanced Landscaping, LLC. For Turf Grass Mowing
- c. Ordinance 26-0217: An Ordinance Transferring Funds to and from Several Park District Funds

**10. BOARD OF COMMISSIONERS TO SHARE COMMUNICATIONS *[For Review and Discussion Only]***

**11. ENTER CLOSED SESSION:** For the purpose of discussing Pending, Probable, Or Imminent Litigation pursuant to 5 ILCS 120/2(C)(11) Of the Open Meetings Act *[Request a Motion (and a Second) to enter into closed session for the purpose of discussing Pending, Probable, Or Imminent Litigation pursuant to 5 ILCS 120/2(C)(11) Of the Open Meetings Act. Roll Call Vote...]*

**12. ARISE FROM CLOSED SESSION AND RESUME THE OPEN SESSION *[Request a Motion and a Second to arise from closed session and resume the open session. Voice Vote, All in Favor...]***

**13. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON FEBRUARY 16, 2026, 6:30 P.M. *[Announce the Next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on February 16, 2026, 6:30 p.m.]***

**14. ADJOURNMENT *[Request a Motion and a Second to adjourn the January 19, 2026 Regular Meeting of the Oak Brook Park District Board of Commissioners. Voice Vote, 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.

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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)



December 15, 2025 Regular Board Meeting Minutes  
Oak Brook Park District Board of Commissioners

Note: The Minutes will be included  
after the Board Commissioners Approval at the  
January 19, 2026 Meeting.

## Financial Statement



## General Fund

The General Fund is used to account for all activity of the Park District, except for activity required to be accounted for in another fund. The General Fund is comprised of the following departments:

- Administration
- Finance
- Central Park North
- Central Park
- Saddlebrook Park
- Forest Glen Park
- Chillem Park
- Dean Nature Sanctuary
- Professional Services
- Information Technology
- Building- Family Recreation Center
- Central Park West

Among the major activities accounted for in this fund are field and facility rentals, resident and non-resident daily admissions, general administration and finance services, information technology services, facility maintenance services for our Family Recreation Center and Central Park West facility, and maintenance of our Central Park and other satellite parks.



### General Fund: Revenues and Expenditures Summary (Unaudited)

Fiscal Year-to-Date Activity through December 31, 2025 and 2024

66.67% completed (8 out of 12 months)

Fiscal Year 2025/2026- Highlighted items reflect more than 8.33% variance										FY 2025/2026 compared to FY 2024/2025- Highlighted items reflect more than 10% variance				
	Original Annual Budget	December 2025 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	a % of Original Annual Budget	FY 2025/2026 YTD				Fiscal Year 2024/2025	Actual YTD Actual	Higher/(Lower) than 2024/2025 YTD Actual	Percent Change
<b>REVENUES</b>														
Administration	\$ -	\$ -	\$ -	N/A	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	
Finance														
Property Taxes	1,934,447	35,931	1,964,348	N/A	1,964,348	101.5%	1,889,400	74,948	4.0%					
Personal Prop. Repl. Taxes	157,374	18,437	99,230	N/A	99,230	63.1%	108,822	(9,592)	-8.8%					
Investment Income	82,600	9,057	81,212	N/A	81,212	98.3%	68,872	12,340	17.9%					
Other	1,250	500	500	N/A	500	40.0%	1,000	(500)	-50.0%					
<b>Central Park North</b>	102,250	843	74,966	N/A	74,966	73.3%	93,085	(18,119)	-19.5%					
<b>Central Park</b>	240,300	7,743	215,311	N/A	215,311	89.6%	191,126	24,185	12.7%					
Saddlebrook Park	-	-	-	N/A	-	N/A	-	-	-	N/A				
Forest Glen Park	-	-	106	N/A	106	N/A	200	(94)	-47.2%					
Chillem Park	-	-	-	N/A	-	N/A	-	-	-	N/A				
Dean Property	-	-	-	N/A	-	N/A	-	-	-	N/A				
Information Technology	141,992	11,824	95,151	N/A	95,151	67.0%	66,902	28,249	42.2%					
Building-Recreation Center	1,368,830	90,875	865,276	N/A	865,276	63.2%	638,555	226,722	35.5%					
Central Park West	88,325	35,101	94,529	N/A	94,529	107.0%	10,647	83,883	787.9%					
<b>TOTAL REVENUES</b>	<b>\$ 4,117,368</b>	<b>\$ 210,311</b>	<b>\$ 3,490,629</b>	<b>\$ -</b>	<b>\$ 3,490,629</b>	<b>84.8%</b>	<b>\$ 3,068,608</b>	<b>\$ 422,022</b>	<b>13.8%</b>					
<b>EXPENDITURES</b>														
Administration	\$ 371,186	\$ 28,449	\$ 198,663	\$ 7,528	206,191	53.5%	\$ 206,871	\$ (8,208)	-4.0%					
Finance	342,450	21,691	175,065	10,173	185,239	51.1%	157,021	18,044	11.5%					
<b>Central Park North</b>	95,371	4,826	46,275	9,099	55,374	48.5%	60,909	(14,634)	-24.0%					
<b>Central Park</b>	858,297	59,682	512,928	30,768	543,697	59.8%	469,021	43,907	9.4%					
Saddlebrook Park	20,180	600	10,284	900	11,184	51.0%	8,591	1,693	19.7%					
Forest Glen Park	23,845	1,407	16,023	2,312	18,335	67.2%	15,254	769	5.0%					
Chillem Park	5,879	90	2,227	135	2,362	37.9%	3,785	(1,558)	-41.2%					
Dean Property	29,253	205	14,896	6,480	21,376	50.9%	18,236	(3,341)	-18.3%					
Professional Services	31,000	3,627	34,614	2,029	36,643	111.7%	19,846	14,767	74.4%					
Information Technology	362,353	19,382	213,770	18,618	232,388	59.0%	207,765	6,005	2.9%					
Building-Recreation Center	1,281,505	93,497	753,369	71,002	824,371	58.8%	694,818	58,551	8.4%					
Central Park West	74,457	9,298	48,764	11,911	60,675	65.5%	33,538	15,226	45.4%					
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,495,776</b>	<b>\$ 242,754</b>	<b>\$ 2,026,876</b>	<b>\$ 170,957</b>	<b>\$ 2,197,833</b>	<b>58.0%</b>	<b>\$ 1,895,657</b>	<b>\$ 131,220</b>	<b>6.9%</b>					
<b>TRANSFERS OUT</b>														
	\$ 475,000	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	N/A					
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 3,970,776</b>	<b>\$ 242,754</b>	<b>\$ 2,026,876</b>	<b>\$ 170,957</b>	<b>\$ 2,197,833</b>	<b>51.0%</b>	<b>\$ 1,895,657</b>	<b>\$ 131,220</b>	<b>6.9%</b>					
<b>REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 146,592</b>	<b>\$ (32,443)</b>	<b>\$ 1,463,753</b>	<b>\$ (170,957)</b>	<b>\$ 1,292,796</b>	<b>998.5%</b>	<b>\$ 1,172,951</b>	<b>\$ 290,802</b>	<b>24.8%</b>					

**Note 1>** Fiscal year 2025/2026 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2024/2025, the highlighted items reflect a variance of +/-10.00% or greater.

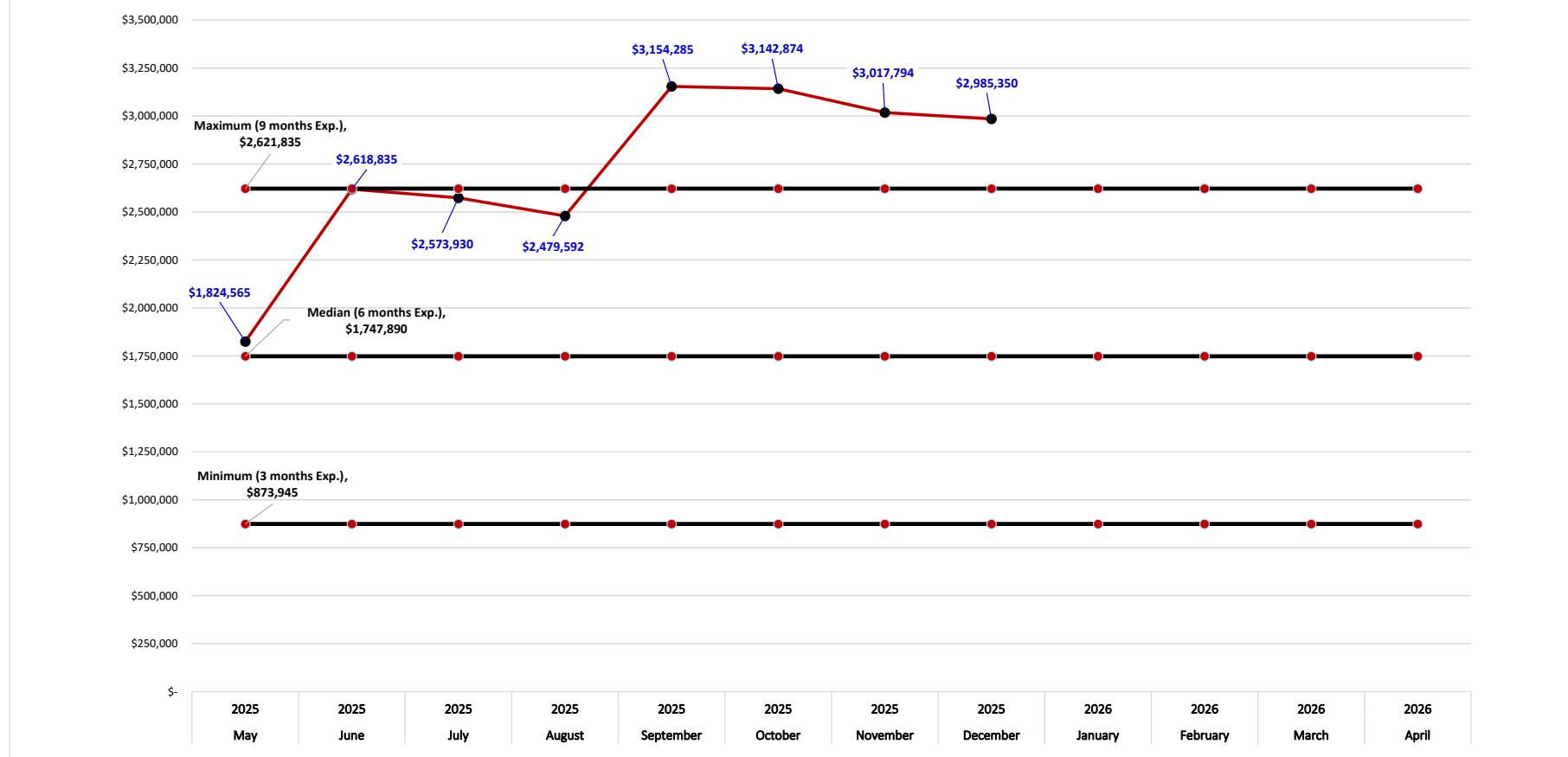
**Note 2>** Encumbered balances represent the commitment of appropriated (budgeted) funds to purchase goods and services. They set aside (encumber) appropriated funds for future expenditure and are used by staff to manage spending activity.

Oak Brook Park District

Schedule of Ending Monthly Unrestricted Fund Balance- General Fund

	Actuals- Unaudited													
	May	June	July	August	September	October	November	December	January	February	March	April	Fiscal	
	2025	2025	2025	2025	2025	2025	2025	2025	2026	2026	2026	2026	Y-T-D	
Beginning Unrestricted	\$ 1,521,597	\$ 1,824,565	\$ 2,618,835	\$ 2,573,930	\$ 2,479,592	\$ 3,154,285	\$ 3,142,874	\$ 3,017,794						
Monthly Net Surplus/(Deficit)	302,967	794,270	(44,904)	(94,338)	674,692	(11,411)	(125,080)	(32,443)						\$ 1,463,753
Ending Unrestricted	\$ 1,824,565	\$ 2,618,835	\$ 2,573,930	\$ 2,479,592	\$ 3,154,285	\$ 3,142,874	\$ 3,017,794	\$ 2,985,350	\$ -	\$ -	\$ -	\$ -	\$ -	

General Fund Ending Monthly Unrestricted Fund Balance- Fiscal Year 2025/2026



Minimum (3 months Exp.) \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945 \$ 873,945  
 Median (6 months Exp.) \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890 \$ 1,747,890  
 Maximum (9 months Exp.) \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835 \$ 2,621,835



## Recreation Fund

The Recreation Fund is used to account for all recreation programming activity of the Park District; except for programming accounted for in our Tennis and Special Recreation funds. The Recreation Fund is comprised of the following departments:

- Recreation Administration
- Fitness Center
- Aquatic Center
- Aquatic Recreation Programming
- Children's Athletics
- Preschool Programs
- Youth Programs
- Adult Programs
- Pioneer Programs
- Special Events and Trips
- Marketing
- Capital Outlay

The primary focus of this fund is to account for recreational programming activities, client memberships, special events, preschool, and the marketing of these services. This fund also accounts for resources used to fund capital improvements.



### **Recreation Fund: Revenues and Expenditures Summary (Unaudited)**

**Fiscal Year-to-Date Activity through December 31, 2025 and 2024**

**66.67% completed (8 out of 12 months)**

Fiscal Year 2025/2026- Highlighted items reflect more than 8.33% variance								FY 2025/2026 compared to FY 2024/2025- Highlighted items reflect more than 10% variance			
Original Annual Budget		December 2025 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	a % of Original Annual Budget	FY 2025/2026 YTD				
								Fiscal Year 2024/2025	Actual YTD Actual	Higher/(Lower) than 2024/2025 YTD Actual	Percent Change
REVENUES											
Administration											
Property Taxes	\$ 1,350,500	\$ 25,099	\$ 1,372,141	N/A	\$ 1,372,141	101.6%		\$ 1,399,491	\$ (27,350)	-2.0%	
Personal Prop. Repl. Taxes	49,544	5,804	31,239	N/A	31,239	63.1%		34,259	(3,020)	-8.8%	
Investment Income	122,400	12,731	99,428	N/A	99,428	81.2%		102,008	(2,580)	-2.5%	
Other	3,000	371	4,554	N/A	4,554	151.8%		5,724	(1,169)	-20.4%	
<b>Fitness Center</b>	<b>869,615</b>	<b>89,824</b>	<b>673,016</b>	N/A	<b>673,016</b>	<b>77.4%</b>		<b>548,448</b>	<b>124,568</b>	<b>22.7%</b>	
<b>Aquatic Center</b>	<b>760,254</b>	<b>65,624</b>	<b>600,735</b>	N/A	<b>600,735</b>	<b>79.0%</b>		<b>496,474</b>	<b>104,261</b>	<b>21.0%</b>	
<b>Aquatic Recreation Prog.</b>	<b>567,947</b>	<b>86,873</b>	<b>412,164</b>	N/A	<b>412,164</b>	<b>72.6%</b>		<b>366,536</b>	<b>45,628</b>	<b>12.4%</b>	
<b>Children's Athletics</b>	<b>533,210</b>	<b>28,147</b>	<b>474,280</b>	N/A	<b>474,280</b>	<b>88.9%</b>		<b>483,742</b>	<b>(9,462)</b>	<b>-2.0%</b>	
<b>Preschool Programs</b>	<b>342,162</b>	<b>48,992</b>	<b>228,791</b>	N/A	<b>228,791</b>	<b>66.9%</b>		<b>227,404</b>	<b>1,386</b>	<b>0.6%</b>	
<b>Youth Programs</b>	<b>244,987</b>	<b>5,194</b>	<b>247,472</b>	N/A	<b>247,472</b>	<b>101.0%</b>		<b>227,664</b>	<b>19,808</b>	<b>8.7%</b>	
<b>Adult Programs</b>	<b>142,552</b>	<b>39,118</b>	<b>120,010</b>	N/A	<b>120,010</b>	<b>84.2%</b>		<b>125,304</b>	<b>(5,294)</b>	<b>-4.2%</b>	
<b>Pioneer Programs</b>	<b>59,855</b>	<b>5,618</b>	<b>61,411</b>	N/A	<b>61,411</b>	<b>102.6%</b>		<b>51,743</b>	<b>9,668</b>	<b>18.7%</b>	
<b>Special Events and Trips</b>	<b>114,538</b>	<b>14,701</b>	<b>130,066</b>	N/A	<b>130,066</b>	<b>113.6%</b>		<b>122,257</b>	<b>7,808</b>	<b>6.4%</b>	
<b>Marketing</b>	<b>20,000</b>	<b>-</b>	<b>27,486</b>	N/A	<b>27,486</b>	<b>137.4%</b>		<b>27,162</b>	<b>325</b>	<b>1.2%</b>	
<b>Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	N/A	<b>-</b>	<b>N/A</b>		<b>-</b>	<b>-</b>	<b>N/A</b>	
<b>TOTAL REVENUES</b>	<b>\$ 5,180,564</b>	<b>\$ 428,096</b>	<b>\$ 4,482,792</b>		<b>\$ -</b>	<b>\$ 4,482,792</b>	<b>86.5%</b>	<b>\$ 4,218,214</b>	<b>\$ 264,578</b>	<b>6.3%</b>	
<b>TRANSFERS IN</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	N/A	<b>\$ -</b>	<b>0.0%</b>		<b>\$ -</b>	<b>\$ -</b>	<b>N/A</b>	
<b>TOTAL REVENUES &amp; TRANSFERS IN</b>	<b>\$ 5,330,564</b>	<b>\$ 428,096</b>	<b>\$ 4,482,792</b>		<b>\$ -</b>	<b>\$ 4,482,792</b>	<b>84.1%</b>	<b>\$ 4,218,214</b>	<b>\$ 264,578</b>	<b>6.3%</b>	
EXPENDITURES											
Administration	\$ 1,252,499	\$ 82,183	\$ 663,186	\$ 36,114	\$ 699,300	52.9%		\$ 617,375	\$ 45,811	7.4%	
<b>Fitness Center</b>	<b>646,660</b>	<b>48,158</b>	<b>359,894</b>	<b>35,982</b>	<b>395,876</b>	<b>55.7%</b>		<b>286,762</b>	<b>73,132</b>	<b>25.5%</b>	
<b>Aquatic Center</b>	<b>1,319,444</b>	<b>88,478</b>	<b>729,984</b>	<b>82,943</b>	<b>812,927</b>	<b>55.3%</b>		<b>738,519</b>	<b>(8,536)</b>	<b>-1.2%</b>	
<b>Aquatic Recreation Prog.</b>	<b>303,894</b>	<b>19,299</b>	<b>162,368</b>	<b>38,186</b>	<b>200,554</b>	<b>53.4%</b>		<b>139,809</b>	<b>22,559</b>	<b>16.1%</b>	
<b>Children's Athletics</b>	<b>369,921</b>	<b>11,009</b>	<b>213,558</b>	<b>280</b>	<b>213,838</b>	<b>57.7%</b>		<b>219,362</b>	<b>(5,804)</b>	<b>-2.6%</b>	
<b>Preschool Programs</b>	<b>291,954</b>	<b>26,628</b>	<b>143,970</b>	<b>18</b>	<b>143,988</b>	<b>49.3%</b>		<b>132,890</b>	<b>11,080</b>	<b>8.3%</b>	
<b>Youth Programs</b>	<b>182,879</b>	<b>1,911</b>	<b>121,521</b>	<b>318</b>	<b>121,839</b>	<b>66.4%</b>		<b>114,261</b>	<b>7,260</b>	<b>6.4%</b>	
<b>Adult Programs</b>	<b>108,699</b>	<b>8,506</b>	<b>66,303</b>	<b>-</b>	<b>66,303</b>	<b>61.0%</b>		<b>47,149</b>	<b>19,154</b>	<b>40.6%</b>	
<b>Pioneer Programs</b>	<b>95,588</b>	<b>6,041</b>	<b>66,910</b>	<b>3,366</b>	<b>70,276</b>	<b>70.0%</b>		<b>63,237</b>	<b>3,674</b>	<b>5.8%</b>	
<b>Special Events and Trips</b>	<b>112,779</b>	<b>14,358</b>	<b>83,738</b>	<b>35</b>	<b>83,774</b>	<b>74.2%</b>		<b>99,594</b>	<b>(15,856)</b>	<b>-15.9%</b>	
<b>Marketing</b>	<b>353,103</b>	<b>28,153</b>	<b>195,392</b>	<b>175</b>	<b>195,566</b>	<b>55.3%</b>		<b>172,468</b>	<b>22,923</b>	<b>13.3%</b>	
<b>Capital Outlay</b>	<b>360,112</b>	<b>-</b>	<b>50,000</b>	<b>54,611</b>	<b>104,611</b>	<b>13.9%</b>		<b>938,047</b>	<b>(888,047)</b>	<b>-94.7%</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,397,532</b>	<b>\$ 334,724</b>	<b>\$ 2,856,823</b>	<b>\$ 252,028</b>	<b>\$ 3,108,851</b>	<b>52.9%</b>		<b>\$ 3,569,474</b>	<b>\$ (712,651)</b>	<b>-20.0%</b>	
<b>TRANSFERS OUT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>N/A</b>		<b>\$ -</b>	<b>\$ -</b>	<b>N/A</b>	
<b>TOTAL EXPENDITURES &amp; TRANSFERS OUT</b>	<b>\$ 5,397,532</b>	<b>\$ 334,724</b>	<b>\$ 2,856,823</b>	<b>\$ 252,028</b>	<b>\$ 3,108,851</b>	<b>52.9%</b>		<b>\$ 3,569,474</b>	<b>\$ (712,651)</b>	<b>-20.0%</b>	
REVENUES & TRANSFERS IN, OVER (UNDER) EXPENDITURES & TRANSFERS OUT	<b>\$ (66,969)</b>	<b>\$ 93,372</b>	<b>\$ 1,625,969</b>	<b>\$ (252,028)</b>	<b>\$ 1,373,942</b>	<b>-2428.0%</b>		<b>\$ 648,740</b>	<b>\$ 977,230</b>	<b>150.6%</b>	

**Note 1>** Fiscal year 2025/2026 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2024/2025, the highlighted items reflect a variance of +/-10.00% or greater.

**Note 2>** Encumbered balances represent the commitment of appropriated (budgeted) funds to purchase goods and services. They set aside (encumber) appropriated funds for future expenditure and are used by staff to manage spending activity.

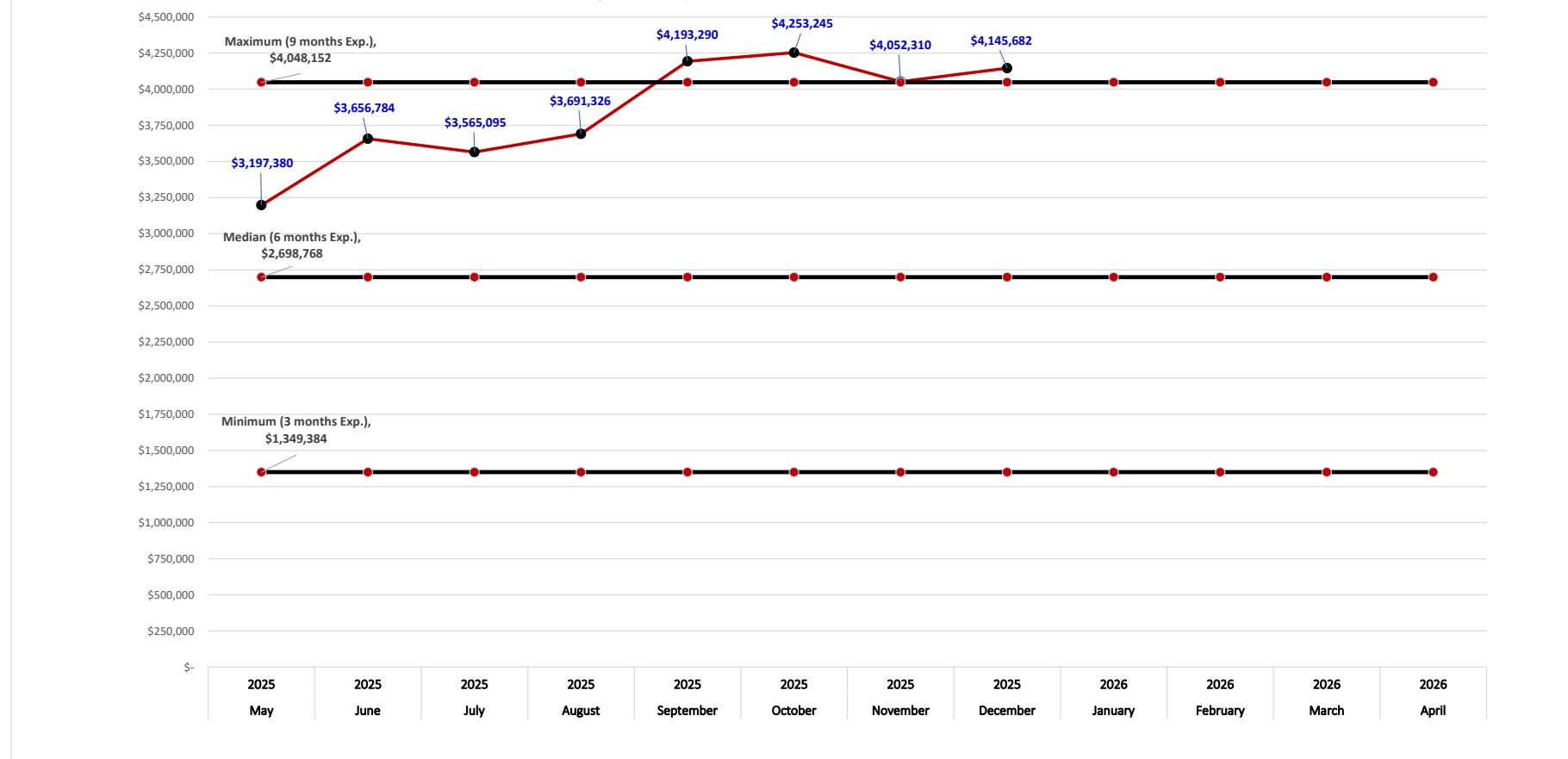
Oak Brook Park District

Schedule of Ending Monthly Unrestricted Fund Balance- Recreation Fund

Actuals- Unaudited

	May	June	July	August	September	October	November	December	January	February	March	April	Fiscal
	2025	2025	2025	2025	2025	2025	2025	2025	2026	2026	2026	2026	Y-T-D
Beginning Unrestricted	\$ 2,519,712	\$ 3,197,380	\$ 3,656,784	\$ 3,565,095	\$ 3,691,326	\$ 4,193,290	\$ 4,253,245	\$ 4,052,310					
Monthly Net Surplus/(Deficit)	677,668	459,403	(91,689)	126,231	501,964	59,956	(200,936)	93,372					\$ 1,625,969
Ending Unrestricted	\$ 3,197,380	\$ 3,656,784	\$ 3,565,095	\$ 3,691,326	\$ 4,193,290	\$ 4,253,245	\$ 4,052,310	\$ 4,145,682	- \$	- \$	- \$	- \$	-

Recreation Fund Ending Monthly Unrestricted Fund Balance- Fiscal Year 2025/2026



Minimum (3 months Exp.) \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384 \$ 1,349,384  
 Median (6 months Exp.) \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768 \$ 2,698,768  
 Maximum (9 months Exp.) \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152 \$ 4,048,152



## **Tennis Fund**

The Tennis Fund is used to account for the activities of our tennis center. The Tennis Fund is comprised of the following departments:

- Tennis Administration
- Building- Racquet Club
- Programs- Racquet Club
- Capital Outlay

The primary focus of this fund is to account for all tennis administration, recreational programming activities, client memberships, and special events. This fund also accounts for resources used to fund capital improvements at the tennis center.



## Tennis Center Fund (Recreational Facilities): Revenues and Expenses Summary (Unaudited)

Fiscal Year-to-Date Activity through December 31, 2025 and 2024

*66.67% completed (8 out of 12 months)*

Fiscal Year 2025/2026- Highlighted items reflect more than 8.33% variance								FY 2025/2026 compared to FY 2024/2025- Highlighted items reflect more than 10% variance		
<u>REVENUES</u>	Original Annual Budget	December 2025 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	FY 2025/2026 YTD			
							Fiscal Year 2024/2025	Actual YTD Actual	Higher/(Lower) than 2024/2025 YTD Actual	Percent Change
Administration	\$ 123,100	\$ 12,184	\$ 121,916	N/A	\$ 121,916	99.0%	\$ 106,645	\$ 15,272	14.3%	
Building- Racquet Club	1,000	139	898	N/A	898	89.8%	968	(71)	-7.3%	
Programs- Racquet Club	2,409,900	232,457	1,687,967	N/A	1,687,967	70.0%	1,755,711	(67,744)	-3.9%	
<b>TOTAL REVENUES</b>	<b>\$ 2,534,000</b>	<b>\$ 244,780</b>	<b>\$ 1,810,781</b>	<b>\$ -</b>	<b>\$ 1,810,781</b>	<b>71.5%</b>	<b>\$ 1,863,324</b>	<b>\$ (52,543)</b>	<b>-2.8%</b>	
<hr/>										
<u>EXPENSES</u>										
Administration	\$ 922,588	\$ 72,001	\$ 494,763	\$ 879	\$ 495,642	53.6%	\$ 462,648	\$ 32,115	6.9%	
Building- Racquet Club	497,607	26,657	214,963	71,060	286,023	43.2%	196,645	18,318	9.3%	
Programs- Racquet Club	1,011,659	60,693	488,156	4,840	492,996	48.3%	478,337	9,819	2.1%	
Capital Outlay	225,000	13,201	101,133	13,467	114,600	44.9%	83,567	17,566	21.0%	
<b>TOTAL EXPENSES</b>	<b>\$ 2,656,853</b>	<b>\$ 172,551</b>	<b>\$ 1,299,016</b>	<b>\$ 90,245</b>	<b>\$ 1,389,261</b>	<b>48.9%</b>	<b>\$ 1,221,197</b>	<b>\$ 77,818</b>	<b>6.4%</b>	
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (122,853)</b>	<b>\$ 72,229</b>	<b>\$ 511,766</b>	<b>\$ (90,245)</b>	<b>\$ 421,520</b>	<b>-416.6%</b>	<b>\$ 642,127</b>	<b>\$ (130,361)</b>	<b>-20.3%</b>	

**Note 1>** Fiscal year 2025/2026 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2024/2025, the highlighted items reflect a variance of +/-10.00% or greater.

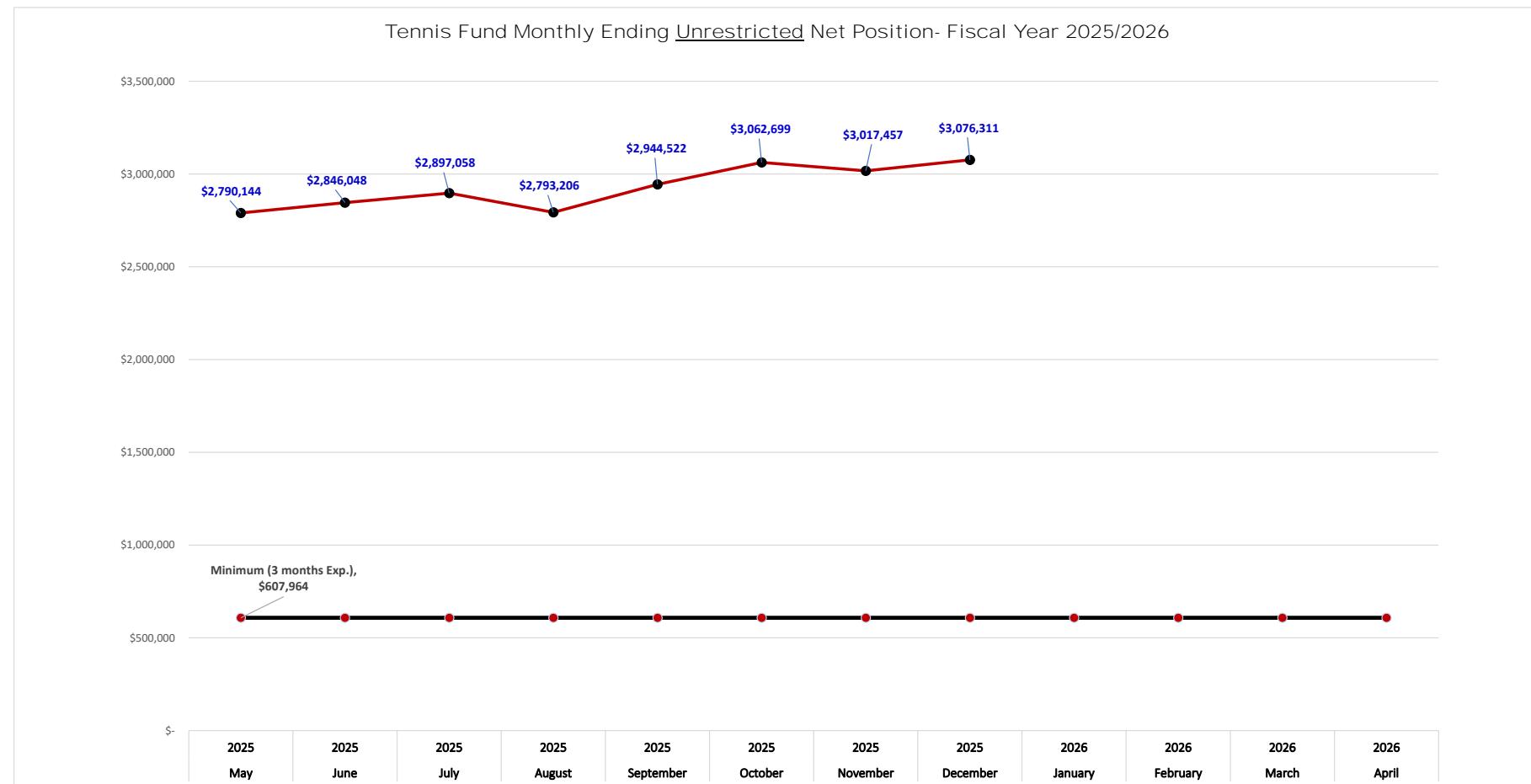
**Note 2>** Encumbered balances represent the commitment of appropriated (budgeted) funds to purchase goods and services. They set aside (encumber) appropriated funds for future expense and are used by staff to manage spending activity.

Oak Brook Park District

Schedule of Ending Monthly Unrestricted Net Position- Tennis Fund

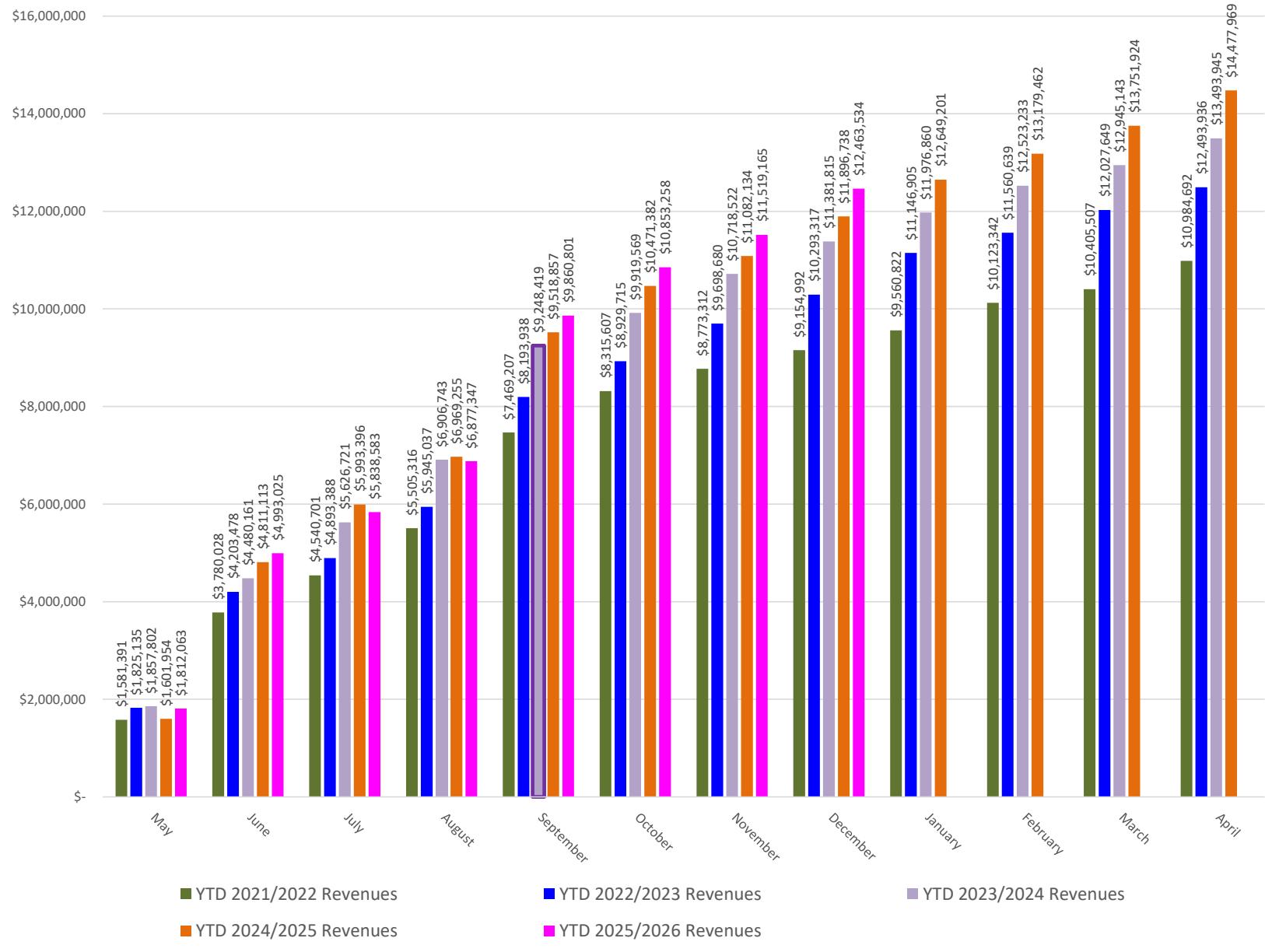
	Actuals- Unaudited													
	May 2025	June 2025	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	Fiscal Y-T-D	
Beginning Investment in Capital Assets	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816	\$ 1,771,560	\$ 1,772,716	\$ 1,847,749					
Beginning Unrestricted	2,665,679	2,790,144	2,846,048	2,897,058	2,793,206	2,944,522	3,062,699	3,017,457						
Monthly Net Surplus/(Deficit)	124,465	55,904	51,010	(28,040)	87,512	119,333	29,353	72,229						
Ending Investment in Capital Assets	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816	\$ 1,771,560	\$ 1,772,716	\$ 1,847,749	\$ 1,860,949						
Ending Unrestricted	\$ 2,790,144	\$ 2,846,048	\$ 2,897,058	\$ 2,793,206	\$ 2,944,522	\$ 3,062,699	\$ 3,017,457	\$ 3,076,311						

Tennis Fund Monthly Ending Unrestricted Net Position- Fiscal Year 2025/2026



\$-	2025 May	2025 June	2025 July	2025 August	2025 September	2025 October	2025 November	2025 December	2026 January	2026 February	2026 March	2026 April
Minimum (3 months Exp.)	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964
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

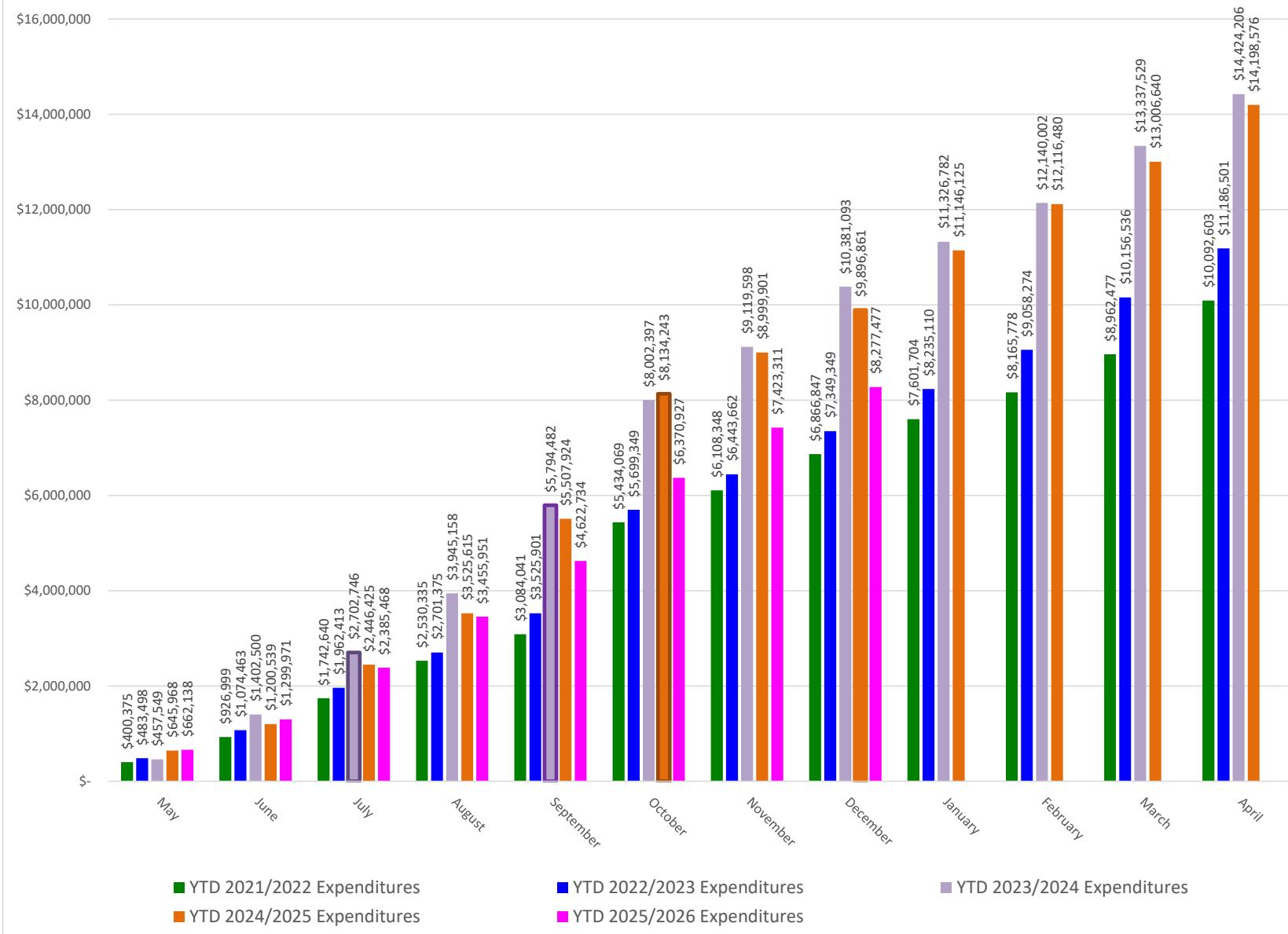
## Oak Brook Park District- Consolidated Year-to-Date Revenues (excluding transfers in)



### NOTES

**2023/2024** The large increase in Y-T-D revenues are being primarily driven by increased programming revenues in our fitness, aquatics, children's, special events departments, as well as in group tennis programming.

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

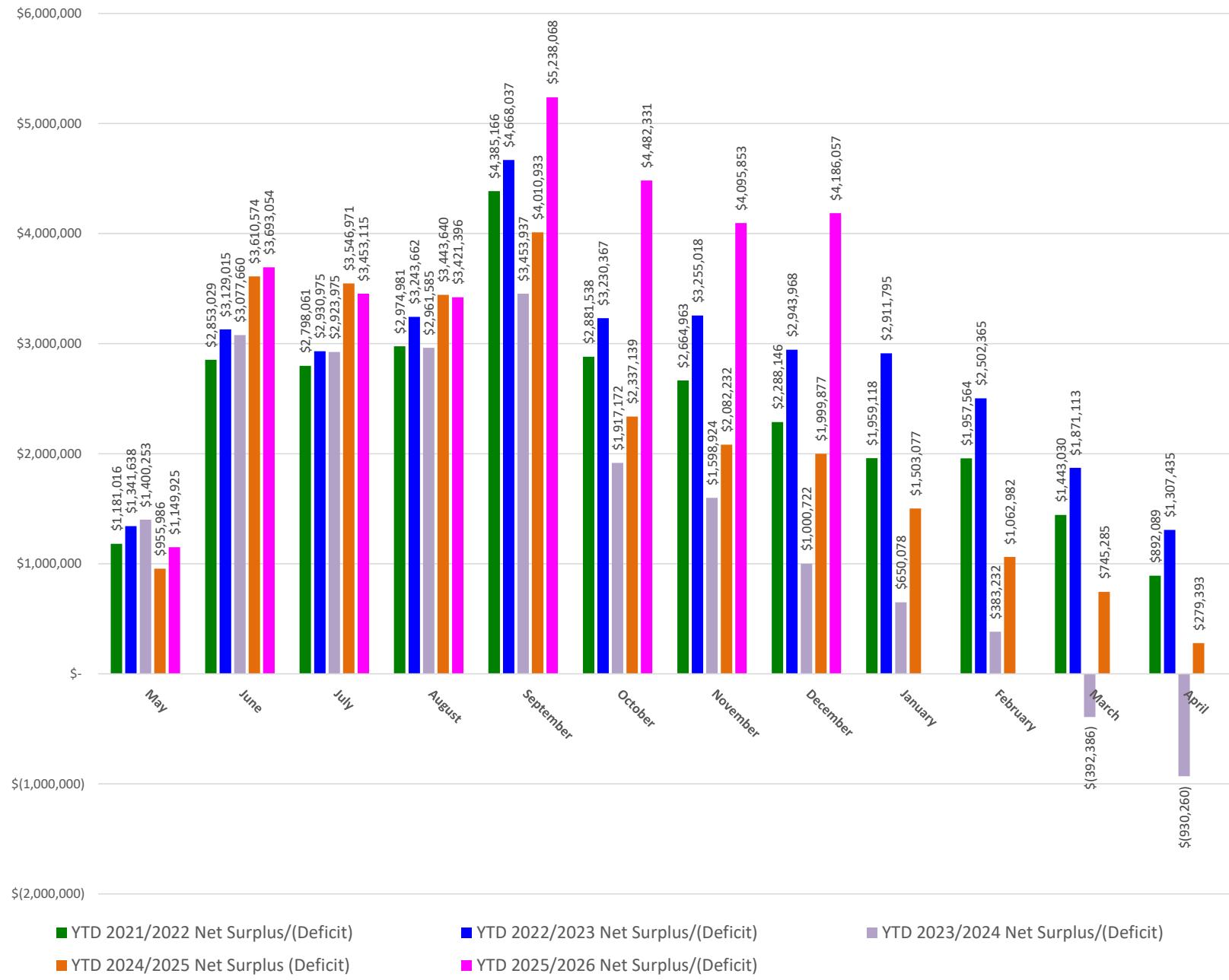


### NOTES

**2023/2024** The large increase in Y-T-D expenditures are being primarily driven by increased capital improvement costs for our Central Park improvements (e.g. bathrooms, pavilion, synthetic turf field).

**2024/2025** The large increase in Y-T-D expenditures are being primarily driven by increased capital improvement costs for our Swim Central facility (e.g. HVAC system, painting, and window coverings) and bathroom and entryway improvements at our Central Park West (CPW) facility.

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





**OAK BROOK PARK DISTRICT**  
**SUMMARIZED REVENUE & EXPENDITURE REPORT**  
**December 2025**

	<b>FY 2025/2026</b>	<b>CURRENT</b>	<b>Y-T-D</b>
	<b>ANNUAL</b>	<b>MONTH</b>	<b>ACTUAL</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>(8 months)</b>
<b>GENERAL CORPORATE FUND</b>			
Revenues & transfers in	\$ 4,117,368	\$ 210,311	\$ 3,490,629
Expenditures & transfers out	3,970,776	242,754	2,026,876
Net surplus/(deficit)	<u>\$ 146,592</u>	<u>\$ (32,443)</u>	<u>\$ 1,463,753</u>
<b>RECREATION FUND</b>			
Revenues & transfers in	\$ 5,330,564	\$ 428,096	\$ 4,482,792
Expenditures & transfers out	5,397,532	334,724	2,856,823
Net surplus/(deficit)	<u>\$ (66,969)</u>	<u>\$ 93,372</u>	<u>\$ 1,625,969</u>
<b>IMRF FUND</b>			
Revenues & transfers in	\$ 174,156	\$ 7,950	\$ 158,870
Expenditures & transfers out	182,000	13,350	112,271
Net surplus/(deficit)	<u>\$ (7,844)</u>	<u>\$ (5,400)</u>	<u>\$ 46,599</u>
<b>LIABILITY INSURANCE FUND</b>			
Revenues & transfers in	\$ 155,362	\$ 4,298	\$ 154,153
Expenditures & transfers out	177,846	9,587	112,388
Net surplus/(deficit)	<u>\$ (22,484)</u>	<u>\$ (5,289)</u>	<u>\$ 41,765</u>
<b>AUDIT FUND</b>			
Revenues & transfers in	\$ 10,243	\$ 227	\$ 11,763
Expenditures & transfers out	14,025	-	13,500
Net surplus/(deficit)	<u>\$ (3,782)</u>	<u>\$ 227</u>	<u>\$ (1,737)</u>
<b>DEBT SERVICE FUND</b>			
Revenues & transfers in	\$ 1,674,784	\$ 31,163	\$ 1,690,632
Expenditures & transfers out	1,645,291	-	1,337,951
Net surplus/(deficit)	<u>\$ 29,493</u>	<u>\$ 31,163</u>	<u>\$ 352,681</u>
<b>RECREATIONAL FACILITIES FUND (TENNIS CENTER)</b>			
Revenues	\$ 2,534,000	\$ 244,780	\$ 1,810,781
Expenses	2,656,853	172,551	1,299,016
Net surplus/(deficit)	<u>\$ (122,853)</u>	<u>\$ 72,229</u>	<u>\$ 511,766</u>
<b>SPECIAL RECREATION FUND</b>			
Revenues & transfers in	\$ 339,086	\$ 6,428	\$ 309,595
Expenditures & transfers out	326,959	30,601	136,542
Net surplus/(deficit)	<u>\$ 12,127</u>	<u>\$ (24,174)</u>	<u>\$ 173,054</u>



**OAK BROOK PARK DISTRICT**  
**SUMMARIZED REVENUE & EXPENDITURE REPORT**  
**December 2025**

	<b>FY 2025/2026</b>	<b>CURRENT</b>	<b>Y-T-D</b>
	<b>ANNUAL</b>	<b>MONTH</b>	<b>ACTUAL</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>(8 months)</b>
<b>CAPITAL PROJECTS FUND</b>			
Revenues & transfers in	\$ 1,849,679	\$ 1,585	\$ 33,282
Expenditures & transfers out	1,688,779	27,663	173,481
Net surplus/(deficit)	<u>\$ 160,900</u>	<u>\$ (26,078)</u>	<u>\$ (140,199)</u>
<b>SOCIAL SECURITY FUND</b>			
Revenues & transfers in	\$ 325,232	\$ 9,705	\$ 321,035
Expenditures & transfers out	329,613	22,935	208,629
Net surplus/(deficit)	<u>\$ (4,381)</u>	<u>\$ (13,230)</u>	<u>\$ 112,406</u>
<b>CONSOLIDATED SUMMARY</b>			
Revenues & transfers in	\$ 16,510,474	\$ 944,543	\$ 12,463,534
Expenditures/expenses & transfers out	<u>16,389,675</u>	<u>854,166</u>	<u>8,277,477</u>
Net surplus/(deficit)	<u>\$ 120,799</u>	<u>\$ 90,377</u>	<u>\$ 4,186,057</u>

**OAK BROOK PARK DISTRICT**  
**CONSOLIDATED REVENUES AND EXPENDITURES REPORT**  
**Month: December 2025**

	<b>CONSOLIDATED TOTALS</b>
<b>REVENUES &amp; TRANSFERS IN</b>	
Property Taxes	\$ 107,936
Personal Property Replacement Taxes	34,142
Interest	38,521
Miscellaneous	871
Fitness Center Fees, Memberships, Sponsorships	89,824
Aquatic Center Program Fees, Memberships, Rentals	152,497
Other Recreation Program Fees	374,366
Marketing Service Fees, Sponsorships, Donations	-
FRC Rental/Member Fees	45,540
Field, Pavilion Rentals & Concessions- Central Park North	843
Field Rentals- Central Park	7,743
Satellite Parks & DNS	-
Information Technology	0
CPW Building Rentals & Other	34,701
Grant Proceeds	-
Overhead Revenues	57,559
Transfers In	-
<b>TOTAL REVENUES &amp; TRANSFERS IN:</b>	<b>\$ 944,543</b>
<b>EXPENDITURES/EXPENSES &amp; TRANSFERS OUT</b>	
Accounts Payable and Other	\$ 267,024
Payroll and Related Benefits	529,582
Overhead Expenditures	57,559
Transfers Out	-
<b>TOTAL EXPENDITURES/EXPENSES &amp; TRANSFERS OUT:</b>	<b>\$ 854,166</b>
<b>NET REVENUES/(EXPENDITURES/EXPENSES)</b>	<b>\$ 90,377</b>

**Oak Brook Park District  
Consolidated Balance Sheet  
As of December 31, 2025**

	<u>ASSETS</u>	<u>Consolidated Totals</u>
<b>Current Assets</b>		
Cash and Investments	\$ 12,130,405	
Receivables - Net of Allowances	5,909,155	
Property Taxes	728,662	
Accounts	-	
Due from Other Funds	-	
Prepays	-	
Inventories	20,381	
Total Current Assets	<u>\$ 18,788,603</u>	
<b>Noncurrent Assets</b>		
Capital Assets	\$ 58,294	
Non-depreciable	5,840,466	
Depreciable	(4,138,943)	
Accumulated Depreciation	<u>\$ 1,759,817</u>	
Total Noncurrent Assets (net)	<u>\$ 1,759,817</u>	
Total Assets	\$ 20,548,420	
	<u>DEFERRED OUTFLOWS OF RESOURCES</u>	
Deferred Items-IMRF	\$ 148,665	
<b>Total Assets and Deferred Outflows of Resources</b>	<u>\$ 20,697,085</u>	
	<u>LIABILITIES</u>	
<b>Current Liabilities</b>		
Accounts Payable	\$ 15,448	
Accrued Payroll	4,187	
Retainage Payable	-	
Unearned Revenue	987,404	
Due To Other Funds	-	
Unclaimed Property	88	
Total Current Liabilities	<u>\$ 1,007,127</u>	
<b>Noncurrent Liabilities</b>		
Compensated Absences Payable	\$ 42,527	
Net Pension Liability - IMRF	111,188	
Total OPEB Liability - RBP	76,757	
Total Noncurrent Liabilities	<u>\$ 230,472</u>	
Total Liabilities	\$ 1,237,599	
	<u>DEFERRED INFLOWS OF RESOURCES</u>	
Deferred Items - IMRF	\$ 1,235	
Property Taxes	5,909,155	
<b>Total Liabilities and Deferred Inflows of Resources</b>	<u>\$ 7,147,990</u>	
	<u>FUND/NET POSITION BALANCES</u>	
Non-spendable	\$ -	
Restricted	1,043,956	
Committed	4,580,288	
Assigned	-	
Unassigned	2,987,592	
Net Investment in Capital Assets	1,860,949	
Restricted	-	
Unrestricted	3,076,311	
<b>Total Fund/Net Position Balances</b>	<u>\$ 13,549,096</u>	
<b>Total Liabilities, Deferred Inflows of Resources and Fund/ Net Position Balances</b>	<u>\$ 20,697,085</u>	

**OAK BROOK PARK DISTRICT**  
**Treasurer's Report- As of December 31, 2025 and 2024**

Investment Description	Bank/Institution	Current Year Balance	Current Year Rate/APY/ADY*	Prior Year Rate/APY/ADY*	Note	Current Concentration Percentage
<b><u>Money Market</u></b>						
	Old Second National (Evergreen Bank)	\$ 4,170,662.61	4.040%	4.840%	Interest-bearing	36.62%
	Hinsdale Bank	1,813,659.04	4.010%	4.800%	Interest-bearing	15.92%
	Sub-Total:	<u>\$ 5,984,321.65</u>				<u>52.54%</u>
<b><u>Checking</u></b>						
	Fifth Third Bank	\$ 16,073.55	0.490%	0.620%	Interest-bearing	0.14%
<b><u>Investment Pool</u></b>						
	The Illinois Funds	\$ 5,388,677.51	3.945%*	4.688%*	Illinois Public Treasurers' Investment Pool	47.31%
	<b>Grand Total Investments:</b>	<u>\$ 11,389,072.71</u>				<u>100.00%</u>
<b><u>Benchmark</u></b>						
	<b>Three-month U.S. Treasury Bill</b>		3.637%	4.324%	Highly liquid short-term security. Payment of principal and interest guaranteed by the full faith and credit of the U.S. government. Rate is as of the day's close on 12/31/2025 and 12/31/2024 .	

\* Rate represents the average daily yield (ADY) for the applicable month (1 month).

**Oak Brook Park District**  
**Schedule of Capital Expenditures/Expenses**  
**As of December 31, 2025**

<b>FUND &amp; DESCRIPTION</b>	<b>VENDORS</b>	<b>Year-to-Date Expenditures</b>
<b><u>Capital Projects Fund</u></b>		
FRC video server replacement	Insight Direct	\$ 5,180.38
Upgraded TimePro timekeeping software and hardware	Commeg Systems, Inc.	21,815.00
Central Park Ginger Creek bridge	V3 Companies, Ltd.	4,300.00
Legal fees for various capital projects	Robbins Schwartz	9,259.00
LED digital poster/video screens	NSELED-US	21,750.00
Saddle Brook barn evaluation	FGM Architects	4,009.24
Turf aerator, roller, and overseeder	Burris Equipment Company	13,560.00
FRC roof canopies and scupper replacement	Anthony Roofing Tecta	21,900.00
Sidewalk replacements- Central Park	A&A Paving Contractors	17,656.30
Asphalt paving and grinding	Chicagoland Paving Contractors	25,000.00
Central Park signage upgrades	Parvin-Clauss Sign Company	3,339.00
FRC Elevator Overhaul	Kone, Inc.	25,712.55
	<b>Sub-total Balance:</b>	<b>\$ 173,481.47</b>
<b><u>Recreation Fund</u></b>		
Asphalt paving and grinding	Chicagoland Paving Contractors	\$ 50,000.00
	<b>Sub-total Balance:</b>	<b>\$ 50,000.00</b>
<b><u>Tennis Fund</u></b>		
Lower level carpeting replacement	Floor Coverings International	\$ 23,788.08
Exterior windows replacement	Kluber Architects & Engineering, Bee Liner Lean Services, Inc.	77,345.27
	<b>Sub-total Balance:</b>	<b>\$ 101,133.35</b>
<b><u>Special Recreation Fund</u></b>		
Sidewalk replacements- Central Park	A&A Paving Contractors	\$ 5,000.00
Parking lot paver replacement- FRC	Classic Landscape Ltd.	14,408.00
Asphalt Paving	Chicagoland Paving Contractors	10,000.00
FRC Elevator Overhaul	Kone, Inc.	25,712.55
	<b>Sub-total Balance:</b>	<b>\$ 55,120.55</b>
	<b>TOTAL YEAR-TO-DATE CAPITAL EXPENDITURES:</b>	<b>\$ 379,735.37</b>

# Warrant

## Invoice Register Report

## WARRANT #704

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INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
 EXP CHECK RUN DATES 01/19/2026 - 01/19/2026  
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description						Post Date
<b>INV-111705-B5N2</b>							
51639	ANDERSON ELEVATOR CO. ELEVATOR MAINTENANCE QUARTERLY 07-71-750-001	12/11/2025	01/19/2026	543.00	543.00	Open	N 01/19/2026
				543.00			
<b>0156691-IN</b>							
51722	AQUA PURE ENTERPRISES, INC. POOL CHEMICALS 02-25-790-004	12/31/2025	01/19/2026	1,531.57	1,531.57	Open	N 01/19/2026
				1,531.57			
<b>22040059572</b>							
51644	BRAY SALES MIDWEST REPLACEMENT VALVES ON SPA PUMPS - 02-25-750-021 02-25-750-021	12/18/2025	01/19/2026	913.60	913.60	Open	N 01/19/2026
				568.80			
				344.80			
<b>DEC25.TEN69</b>							
51689	CARDMEMBER SERVICE TENNIS DEPT P-CARD DECEMBER 2025 07-75-790-000 07-75-790-000 07-75-790-000 07-75-790-000 07-75-790-001 07-75-790-006 07-75-790-006 07-75-790-006 07-71-750-000 07-75-782-000 07-75-782-000 01-14-675-002 07-75-782-000 07-75-782-000 07-75-790-001	12/26/2025	01/19/2026	5,635.83	5,635.83	Open	N 01/19/2026
				477.56			
				162.55			
				448.02			
				177.29			
				1,373.88			
				127.06			
				73.44			
				53.80			
				149.99			
				50.00			
				50.00			
				1,146.64			
				50.00			
				50.00			
				1,245.60			
<b>DEC25.TEN97</b>							
51690	CARDMEMBER SERVICE TENNIS DEPT PCARD DEC 2025 07-75-790-004 07-01-730-002 07-01-740-000 07-75-790-005 07-01-740-000	12/26/2025	01/19/2026	287.92	287.92	Open	N 01/19/2026
				124.46			
				76.50			
				19.99			
				46.98			
				19.99			
<b>DEC25.TEN70</b>							
51691	CARDMEMBER SERVICE TENNIS DEPT PCARD DEC 2025 07-71-750-008 07-71-750-000 07-71-800-002	12/26/2025	01/19/2026	513.91	513.91	Open	N 01/19/2026
				72.50			
				374.42			
				66.99			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description						Post Date
<b>DEC25.ADM21</b>							
51696	CARDMEMBER SERVICE ADMIN DEPT PCARD DEC 2025	12/26/2025	01/19/2026	163.98	163.98	Open	N 01/19/2026
	02-21-730-001	AMAZON - 11X17 LAMINATING POUCHES		10.60			
	02-26-765-002	AMAZON - 11X17 LAMINATING POUCHES		10.60			
	02-31-765-001	AMAZON - 11X17 LAMINATING POUCHES		10.60			
	02-32-765-005	AMAZON - 11X17 LAMINATING POUCHES		10.60			
	02-80-950-000	AMAZON - 11X17 LAMINATING POUCHES		10.59			
	02-21-730-001	AMAZON - LETTER LAMINATING POUCHES		7.20			
	02-26-765-002	AMAZON - LETTER LAMINATING POUCHES		7.19			
	02-31-765-001	AMAZON - LETTER LAMINATING POUCHES		7.20			
	02-32-765-005	AMAZON - LETTER LAMINATING POUCHES		7.20			
	02-80-950-000	AMAZON - LETTER LAMINATING POUCHES		7.20			
	01-01-700-001	MEMBERSHIP LEAGUE OF AMERICAN		75.00			
<b>DEC25.REC02</b>							
51697	CARDMEMBER SERVICE REC DEPT PCARD DEC 2025	12/26/2025	01/19/2026	663.32	663.32	Open	N 01/19/2026
	02-40-765-181	PICKLEBALL CENTRAL- PICKLEBALLS		512.83			
	02-50-760-000	COSTCO- PIONEER PROGRAM SUPPLIES		150.49			
<b>DEC25.FAC46</b>							
51698*	CARDMEMBER SERVICE FACILITY DEPT PCARD DEC 2025	12/26/2025	01/19/2026	15.27	15.27	Open	N 01/19/2026
	01-15-790-006	AMAZON-FLUKE METER LEADS -----RETURN		(34.85)			
	01-15-750-000	HAND DRYER SUPPLY - SENSOR FRC MENS ROOM		50.12			
<b>DEC25.FAC35</b>							
51699	CARDMEMBER SERVICE FACILITY DEPT PCARD DEC 2025	12/26/2025	01/19/2026	496.98	496.98	Open	N 01/19/2026
	02-60-765-014	AMAZON- HOLIDAY EXPRESS COSTUME		12.99			
	01-01-690-001	IPRA CONFERENCE FACILITY MANAGER		350.00			
	01-15-840-005	AMAZON- COMBO LOCKS		133.99			
<b>DEC25.AQU43</b>							
51700	CARDMEMBER SERVICE AQUATICS DEPT PCARD DEC 2025	12/26/2025	01/19/2026	929.99	929.99	Open	N 01/19/2026
	02-25-700-000	IPRA MEMBERSHIP		265.00			
	02-25-690-001	IPRA CONFERENCE/ SEMINAR		585.00			
	02-25-800-010	AMAZON- FAN		79.99			
<b>DEC25.PRK00</b>							
51701	CARDMEMBER SERVICE PARKS DEPT PCARD DEC 2025	12/26/2025	01/19/2026	793.30	793.30	Open	N 01/19/2026
	01-05-700-000	NTL ASSC LANDSCAPE PROS RECERT FEE		113.30			
	02-25-690-001	IPRA-STATE CONFERENCE REGISTRATION FEE		415.00			
	01-05-700-000	IPRA-MEMBERSHIP RENEWAL FEE		265.00			
<b>DEC25.PRK09</b>							
51702	CARDMEMBER SERVICE PARKS DEPT PCARD DEC 2025	12/26/2025	01/19/2026	762.95	762.95	Open	N 01/19/2026

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description						Post Date
	GL Distribution						
01-05-790-007	AMZN-FLAG POLE AND FLAGS (SLED HILL/ICE R			27.49			
01-05-790-016	ANZN-SAFETY BOOTS			105.89			
01-05-790-007	AMZN-FLAGS FOR SLED HILL/ICE RINK			15.90			
01-05-790-016	AMZN-RAIN GEAR			72.18			
01-05-790-017	MESSICKS-KUBOTA TRACTOR REPAIR PARTS			401.91			
02-25-690-005	360TRAINING-CONFINED SPAC-AQ MANAGER-RR			39.99			
01-04-750-000	AMZN-ROOF SNOW SHOVEL			69.90			
01-05-790-005	AMZN-LABELS FOR LABEL MAKER			29.69			
DEC25.MKTG95							
51703	CARDMEMBER SERVICE	12/26/2025	01/19/2026	474.27	474.27	Open	N
	MARKETING DEPT PCARD DEC 2025						01/19/2026
02-80-990-000	CANVA - MATERIALS/SOFTWARE YEARLY SUBSCR			120.00			
02-80-980-000	IPRA CONFERENCE - EDUCATION/TRAINING			310.00			
02-80-740-020	LOU'S- HOSPITALITY			44.27			
DEC25.FIN58							
51704	CARDMEMBER SERVICE	12/26/2025	01/19/2026	525.21	525.21	Open	N
	FINANCE DEPT PCARD DEC 2025						01/19/2026
02-60-765-014	AMAZON- HOLIDAY EXPRESS DECORATIONS (1)			44.97			
01-02-730-001	AMAZON- 2026 CALENDAR (1)			4.99			
01-02-700-002	IPRA- N LAWLER ANNUAL DUES (2)			265.00			
01-05-740-022	AMAZON- SUSTAINABILITY SUPPLIES (3)			8.29			
01-02-680-000	AMAZON- TAX FORMS AND ENVELOPES (3)			139.11			
01-02-680-000	AMAZON- TAX FORMS (4)			62.85			
DEC25.PRK15							
51705*	CARDMEMBER SERVICE	12/26/2025	01/19/2026	894.08	894.08	Open	N
	PARKS ADMIN DEPT PCARD DEC 2025						01/19/2026
01-15-700-002	NRPA- ANNUAL MEMBERSHIP 1A			180.00			
01-15-700-002	NRPA-ANNUAL MEMBERSHIP 1B REFUND			(180.00)			
01-05-690-001	IPRA-ANNUAL CONFERENCE			265.00			
01-05-690-001	STICKER MULE-PNRM SECTION BUTTONS-REIMB			298.00			
01-01-690-001	IAPD-ANNUAL CONFERENCE COMMISSIONER			325.00			
01-01-710-001	USPS-CERTIFIED MAIL POSTAGE			6.08			
DEC25.FAC29							
51706	CARDMEMBER SERVICE	12/26/2025	01/19/2026	259.49	259.49	Open	N
	FACILITY DEPT PCARD DEC 2025						01/19/2026
02-25-790-004	(AMAZON) FAC DAILY TEST KIT (1)			43.80			
01-15-800-000	(AMAZON) FAMILY LCKR RM. TOILET (2)			36.25			
02-25-790-001	(AMAZON) FAC ROBOT VAC HANDLE (3)			30.74			
09-01-800-000	(ALL PARTITIONS) ADA HANDLE LCKR RM (4)			131.00			
01-15-750-000	(AMAZON) FRC DOOR STOPS/ SILENCERS (5)			17.70			
DEC25.FAC34							
51707	CARDMEMBER SERVICE	12/26/2025	01/19/2026	11.39	11.39	Open	N
	FACILITY DEPT PCARD DEC 2025						01/19/2026
01-15-690-003	HSI SAFETY TRAINING			11.39			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description						Post Date
<b>DEC25.FIN08</b>							
51708	CARDMEMBER SERVICE FINANCE DEPT PCARD DEC 2025	12/26/2025	01/19/2026	108.44	108.44	Open	N 01/19/2026
	01-02-680-000		COSTCO-REPL. BANK ENDORSEMENT STAMPS (2)	35.74			
	01-02-740-050		NEW REZA-FINANCE STAFF RECOGNITION	72.70			
<b>DEC25.FIN39</b>							
51709	CARDMEMBER SERVICE FINANCE DEPT PCARD DEC 2025	12/26/2025	01/19/2026	65.00	65.00	Open	N 01/19/2026
	01-02-690-001		ILIPRA CONFERENCE BALANCE	65.00			
<b>DEC25.ADM66</b>							
51710	CARDMEMBER SERVICE ADMIN DEPT PCARD DEC 2025	12/26/2025	01/19/2026	(305.00)	(305.00)	Open	N 01/19/2026
	01-01-690-001		REFUND FOR VESCOVI REGISTRATION	(305.00)			
<b>DEC25.IT50</b>							
51718	CARDMEMBER SERVICE IT DEPT P-CARD DECEMBER 2025	12/26/2025	01/19/2026	6,248.56	6,248.56	Open	N 01/19/2026
	01-01-740-002		GRILL89-FT STA 5+YEARS SERVICE RESIGNING	119.97			
	01-14-720-000		FIRST COMMUNICATIONS-ELEVATOR AND FAX LI	174.31			
	01-14-720-002		FIRST COMMUNICATIONS-ELEVATOR AND FAX LI	116.23			
	01-14-675-001		GRAMMERLY - PROOFING SOFTWARE YEARLY	144.00			
	01-14-721-000		T-MOBILE MONTHLY CELL PHONES/TABLET DATA	485.12			
	01-14-721-001		T-MOBILE MONTHLY CELL PHONES/TABLET DATA	264.61			
	01-14-721-002		T-MOBILE MONTHLY CELL PHONES/TABLET DATA	132.31			
	01-14-675-001		DYNAMIC MEDIA -FITNESS/REC MONTHLY RADI	65.90			
	02-60-765-031		EXPERENCE LIGHTS - WINTER LIGHTS MATERIA	47.75			
	01-14-723-002		COMCAST - TENNIS CENTER CABLE TV SERVICE	71.27			
	01-14-720-000		COMCAST - PRI PHONE LINES -ALL BUILDINGS	193.01			
	01-14-720-001		COMCAST - PRI PHONE LINES -ALL BUILDINGS	193.00			
	01-14-720-002		COMCAST - PRI PHONE LINES -ALL BUILDINGS	128.67			
	01-14-800-007		COMCAST - DEAN NATURE INTERNET FOR SECUI	48.00			
	02-60-765-031		WALLYS LIGHTS - WINTER LIGHTS MATERIALS	74.81			
	02-01-690-001		IAPD - 2026 CONFERENCE REGISTRATION	310.00			
	01-14-675-000		KNOWLAGE OWL- ACCREDITATION SOFTWARE	463.18			
	01-14-675-001		KNOWLAGE OWL- ACCREDITATION SOFTWARE	1,621.20			
	01-14-675-002		KNOWLAGE OWL- ACCREDITATION SOFTWARE	231.62			
	01-14-675-000		BAMBOO HR - MONTHLY SOFTWARE INVOICE	272.72			
	01-14-675-001		BAMBOO HR - MONTHLY SOFTWARE INVOICE	954.52			
	01-14-675-002		BAMBOO HR - MONTHLY SOFTWARE INVOICE	136.36			
<b>DEC25.REC44</b>							
51719*	CARDMEMBER SERVICE REC DEPT P-CARD DEC 2025	12/26/2025	01/19/2026	4,680.01	4,680.01	Open	N 01/19/2026
	01-20-765-500		1. AMZN CC TUBING FOR COCOA DISPENSER	12.99			
	01-20-765-500		2. AMZN TEA, TONGS, KITCH SUPP CC	139.27			
	01-20-765-500		3. WCN WANDS TO SELL AT CC	770.28			
	01-20-765-500		4. GFS CC CUPS, LIDS	411.95			
	01-20-765-500		5. AMZN CREAMER, TEA, MIS SUPP CC	129.67			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description						Post Date
<b>GL Distribution</b>							
01-20-765-500	6. AMZN COCOA POWDER			407.94			
01-20-765-500	7. AMZN COFFEE, CLEAN SUPP CC			415.48			
01-20-765-500	8. AMZN COCOA POWDER			325.00			
01-20-765-500	9. GFS CC CUPS AND LIDS			494.34			
02-01-690-001	10. IPRA CONFERENCE REGISTRATION			415.00			
01-20-765-500	11. SMALLCAKES COOKIES SELL AT CC			702.00			
01-20-765-500	12. AMZN COCOA POWDER CC			129.98			
01-20-765-500	13. AMZN COCOA POWDER CC			260.00			
01-20-765-500	14. AMZN COCOA POWDER CC			65.00			
01-20-765-500	15. AMZN COOKIE BAGS FOR CC			53.19			
01-20-765-500	WCN TAX REFUND			(52.08)			

DEC25. IT29							
51720*	CARDMEMBER SERVICE	12/26/2025	01/19/2026	1,752.48	1,752.48	Open	N
	IT DEPT P-CARD DEC 25						01/19/2026
01-14-690-000	IT NETWORKING/COMMITTEE EDUCATION/MEETIN			25.00			
01-14-800-006	AMAZON HDMI EXTENDER STUDIO C PROJECTOR			28.49			
01-14-722-000	COMCAST- WIFI SERVICE ALL BUILDING			70.05			
01-14-722-001	COMCAST- WIFI SERVICE ALL BUILDING			70.06			
01-14-722-002	COMCAST- WIFI SERVICE ALL BUILDING			46.71			
01-14-800-006	AMAZON HDMI EXTENDER STUDIO C PROJECTOR			39.62			
01-14-723-000	COMCAST - TV CABLE			626.79			
01-14-677-001	IPRINT TECH - TONERS FOR PRESCHOOL			232.00			
01-14-690-001	IAPD/IPRA CONFERENCE 2026 - BALANCE			65.00			
01-14-722-000	APPLE BUSINESS -APPLEDEVICE MANAGEMENT			49.39			
01-14-722-001	APPLE BUSINESS -APPLEDEVICE MANAGEMENT			49.38			
01-14-722-002	APPLE BUSINESS -APPLEDEVICE MANAGEMENT			32.92			
01-14-800-006	AMAZON - ETHERNET CONNECTORS- IT SUPPLY			56.55			
01-14-722-000	COMCAST -MAIN INTHERNET ALL BUILDINGS			149.63			
01-14-722-001	COMCAST -MAIN INTHERNET ALL BUILDINGS			149.62			
01-14-722-002	COMCAST -MAIN INTHERNET ALL BUILDINGS			99.75			
01-14-800-006	AMAZON-RETURN AUXILIARY AUDIO CABLE			(9.99)			
01-14-800-006	AMAZON HDMI EXTENDER STUDIO C PROJECTOR			(28.49)			

DEC25. TEN68							
51721	CARDMEMBER SERVICE	12/26/2025	01/19/2026	1,405.72	1,405.72	Open	N
	TENNIS DEPT P-CARD PURCHASES DEC 25						01/19/2026
07-01-730-002	AMAZON - COFFEE SUPPLIES			15.49			
07-01-730-002	AMAZON - COFFEE SUPPLIES			59.98			
07-01-730-002	AMAZON - COFFEE SUPPLIES			33.00			
07-01-740-000	AMAZON - STAFF RECOGNITION			539.70			
07-75-790-004	AMAZON- PROGRAM SUPPLIES			155.02			
07-01-930-001	AMAZON- EVENT SUPPLIES			114.38			
07-75-790-005	PROGRAM EVENT SUPPLIES			174.00			
07-71-750-000	INVUE - PRO SHOP KEYS			314.15			

DEC25. AQU90							
51724*	CARDMEMBER SERVICE	12/26/2025	01/19/2026	2,421.31	2,421.31	Open	N
	AQUATICS DEPT P-CARD DEC 2025						01/19/2026
02-25-800-010	AMAZON FURNITURE			197.20			

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	02-26-765-000	AMAZON SUPPLIES		7.37			
	02-26-765-000	MICROSOFT FRAUDULENT CHARGE-TO BE REFUND		161.26			
	01-15-790-003	AMAZON FACILITIES SUPPLIES		613.73			
	01-15-730-001	AMAZON FACILITIES SUPPLIES		6.34			
	02-25-705-001	WALMART AQUATIC PARTY SUPPLIES		20.00			
	02-25-705-001	AMAZON AQUATIC PARTY SUPPLIES		20.88			
	02-25-704-000	AMAZON POOL NOODLES		52.72			
	02-25-790-005	AMAZON FACILITIES SUPPLIES		37.54			
	02-25-705-001	AMAZON AQUATIC PARTY SUPPLIES		70.86			
	02-25-690-001	IPRA MEMBERSHIP		265.00			
	02-25-705-001	AMAZON AQUATIC PARTY SUPPLIES		20.98			
	02-25-690-010	AQUATIC ALL STAFF IN-SERVICE DINNER		840.89			
	02-25-690-010	EMPLOYEE RECOGNITION FIVE BELOW		70.00			
	02-25-705-001	WALMART AQUATIC PARTY SUPPLIES		41.76			
	02-26-765-000	REFUND AQUATIC ALL STAFF IN-SERVICE		(79.55)			
	02-25-705-001	AMAZON AQUATIC PARTY SUPPLIES		74.33			

DEC25.REC78 51729	CARDMEMBER SERVICE REC DEPT P-CARD DEC 25	12/26/2025	01/19/2026	3,230.99	3,230.99	Open	N 01/19/2026
	01-20-765-500	AMAZON - COCOA CABIN - HOT COCOA MIX		130.00			
	02-50-756-230	GIBSON'S - PIONEER HOLIDAY LUNCHEON		1,800.00			
	01-20-765-500	GFS - COCOA CABIN - CUPS, LIDS, NAPKINS		384.14			
	01-20-765-500	GFS - COCOA CABIN - HOT COCOA MIX		648.85			
	01-20-765-500	AMAZON - COCA CABIN - HOT COCOA MIX		268.00			

DEC25.REC92 51730*	CARDMEMBER SERVICE REC DEPT P-CARD DEC 25	12/26/2025	01/19/2026	5,839.60	5,839.60	Open	N 01/19/2026
	02-60-765-014	AMAZON HOLIDAY EXPRESS SUPPLIES		75.67			
	02-60-765-014	AMAZON HOLIDAY EXPRESS SUPPLIES		138.53			
	02-60-765-014	AMAZON HOLIDAY EXPRESS SUPPLIES		63.99			
	02-60-765-036	AMAZON SANTA STOCKING		79.95			
	02-60-765-014	AMAZON HOLIDAY EXPRESS		39.86			
	02-60-765-014	AMAZON HOLIDAY EXPRESS & SANTA STOCKING		87.54			
	02-60-765-036	AMAZON HOLIDAY EXPRESS & SANTA STOCKING		40.39			
	01-20-765-500	AMAZON COCOA CABIN SUPPLIES		203.97			
	02-50-756-230	GIBSONS PIONEER HOLIDAY LUNCHEON		5,272.96			
	02-60-765-014	AMAZON RETURN HOLIDAY EXPRESS		(13.98)			
	02-60-765-014	AMAZON RETURN HOLIDAY EXPRESS		(13.99)			
	02-60-765-014	AMAZON RETURN HOLIDAY EXPRESS		(27.98)			
	02-60-765-036	AMAZON RETURN SANTA STOCKING		(68.33)			
	02-60-765-036	AMAZON RETURN SANTA STOCKING		(12.99)			
	02-60-765-036	AMAZON RETURN SANTA STOCKING		(25.99)			

DEC25.MKTG72 51731*	CARDMEMBER SERVICE MARKETING DEPT P-CARD DEC 25	12/26/2025	01/19/2026	1,001.34	1,001.34	Open	N 01/19/2026
	02-80-980-000	IPRA MEMBERSHIP		265.00			
	01-01-074-000	TARGET-FOUNDATION SUPPLIES COCOA CABIN F		74.09			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description						Post Date
<b>GL Distribution</b>							
	02-80-980-000	ILLINOIS ASSOCIATION SOARING TO NEW HEIG		415.00			
	02-80-740-020	SWEET RESERVE-IPRA MARKETING AND COMMUNI		8.11			
	01-01-074-000	WALMART-FOUNDATION SUPPLIES BREWS AND VI		79.68			
	02-60-792-014	RASING CANES-HOLIDAY EXPRESS PROGRAM MEA		165.83			
	02-80-980-000	AMAZON-MAGNETS FOR HANGING		3.87			
	01-01-074-000	QUICKBOOKS-FOUNDATION SOFTWARE		19.50			
	02-80-710-002	UPRINGINT TAX REFUND FROM NOVEMBER		(13.06)			
	02-80-710-002	UPRINGINT TAX REFUND FROM NOVEMBER		(16.68)			
<b>DEC25.FIT71</b>							
51732*	CARDMEMBER SERVICE	12/26/2025	01/19/2026	1,124.47	1,124.47	Open	N
	FITNESS DEPT P-CARD DEC 25						01/19/2026
	02-21-730-001	AMAZON CLEANING SUPPLIES		33.96			
	02-21-765-000	AMAZON EXERCISE BANDS		122.05			
	02-21-765-000	AMAZON WEIGHT STORAGE RACK		932.93			
	02-21-730-001	AMAZON COAT RACK		25.52			
	02-21-730-001	AMAZON TOOLS		17.74			
	02-21-765-000	CREDIT FROM CONCEPT2 RETURN		(7.73)			
<b>DEC25.REC15</b>							
51733	CARDMEMBER SERVICE	12/26/2025	01/19/2026	1,909.30	1,909.30	Open	N
	REC DEPT P-CARD DEC 25						01/19/2026
	02-31-765-001	AMAZON - PRESCHOOL SUPPLIES		27.31			
	02-32-765-002	NETFLIX - DOLPHIN STATION		17.99			
	02-31-765-001	WALMART - PESCHOOL SUPPLIES		72.09			
	02-31-765-001	AMAZON - PRECHOOL SUPPLIES		15.17			
	02-31-800-200	AMAZON - PRESCHOOL SUPPLIES		155.16			
	02-31-765-001	AMAZON - PRESCHOOL SUPPLIES		18.99			
	02-31-765-001	AMAZON - PRESCHOOL SUPPLIES		107.83			
	02-31-765-001	COSTCO - PRESCHOOL SUPPLIES		193.56			
	02-31-792-001	DILEOS'S - STAFF TRAINING/APRECIATION		300.00			
	02-31-765-001	AMAZON - PRESCHOOL SUPPLIES		54.16			
	02-31-765-001	AMAZON - PRESCHOOL SUPPLIES		27.99			
	02-31-765-001	AMAZON - PRESCHOOL SUPPLIES		24.99			
	01-20-765-500	WINDY CITY NOVELTIES - CC SUPPLIES		550.19			
	01-20-765-500	WINDY CITY NOVELTIES - CC SUPPLIES		343.87			
<b>5242</b>							
51635	CASE LOTS INC.	12/11/2025	01/19/2026	375.20	375.20	Open	N
	GYM WIPES						01/19/2026
	01-15-790-001	GYM WIPES		375.20			
<b>5529</b>							
51672	CASE LOTS INC.	12/30/2025	01/19/2026	375.20	375.20	Open	N
	GYM WIPES						01/19/2026
	01-15-790-001	JANITORIAL SUPPLY / CLEANING PRODUCTS		375.20			
<b>31609</b>							
51602	CHICAGO CLASSIC COACH, LLC	12/15/2025	01/19/2026	780.00	780.00	Open	N
	TROLLEY FOR HOLIDAY EXPRESS EVENT						01/19/2026
	02-60-751-014	CONTRACT SVCS HOLIDAY EXPRESS		780.00			

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Inv Ref#	Description						Post Date
	GL Distribution						
9000161005							
51626	DAVEY RESOURCE GROUP INC DEANS 2025 STEWARDSHIP AND FALL MOW 01-09-750-001	12/08/2025 FALL MOW	01/19/2026	5,675.00 5,675.00	5,675.00	Open	N 01/19/2026
I47150							
51637	DREISILKER ELECTRIC MOTORS INC FRC FAN COIL HEATER 01-15-800-000	12/15/2025 ----- BLDG EQUIP / REPAIR & REPLACE	01/19/2026	411.39 411.39	411.39	Open	N 01/19/2026
447715/4							
51636	EBEL'S ACE HARDWARE #8313 PAINTING PROJECT MARKETING OFFICE 01-15-800-000	12/15/2025 BLDG EQUIP / REPAIR & REPLACE	01/19/2026	204.52 204.52	204.52	Open	N 01/19/2026
447731/4							
51645	EBEL'S ACE HARDWARE #8313 PAINTING PROJECT MARKETING OFFICE, 01-15-800-000	12/18/2025 BLDG EQUIP / REPAIR & REPLACE	01/19/2026	8.80 8.80	8.80	Open	N 01/19/2026
447736/4							
51647	EBEL'S ACE HARDWARE #8313 CUSTODIAL TOOLS AND EQUIPMENT 07-71-800-002	12/19/2025 CUSTODIAL TOOLS & EQUIPMENT	01/19/2026	23.96 23.96	23.96	Open	N 01/19/2026
K47764/4							
51675	EBEL'S ACE HARDWARE #8313 ELECTRICAL OUTLET 01-20-750-000	01/03/2026 GENERAL MAINTENANCE	01/19/2026	13.47 13.47	13.47	Open	N 01/19/2026
1081201							
51631	FERGUSON FACILITIES #3400 FRC HVAC AIR VENT REPLACEMENT PARTS 01-15-750-001	12/09/2025 HVAC SERVICES	01/19/2026	51.84 51.84	51.84	Open	N 01/19/2026
1095112							
51642	FERGUSON FACILITIES #3400 JANITORIAL SUPPLIES 07-71-790-001	12/15/2025 JANITORIAL SUPPLIES	01/19/2026	236.29 236.29	236.29	Open	N 01/19/2026
019013-000 DEC25							
51682	FLAGG CREEK WATER RECLAMATION SEWER CHARGES AT CPW 01-20-770-002	12/30/2025 SEWER	01/19/2026	31.20 31.20	31.20	Open	N 01/19/2026
019014-000 TC DEC 25							
51683	FLAGG CREEK WATER RECLAMATION SEWER AT TENNIS CENTER 07-71-770-003	12/30/2025 SEWER	01/19/2026	89.81 89.81	89.81	Open	N 01/19/2026

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019016-000	FRC DEC25						
51684	FLAGG CREEK WATER RECLAMATION FRC SEWER EXPENSE 01-15-770-003 02-01-770-003 02-21-770-015 02-25-770-015	12/30/2025	01/19/2026	1,592.21	1,592.21	Open	N 01/19/2026
	FRC SEWER EXPENSE FY25-26			398.05			
	FRC SEWER EXPENSE FY25-26			318.44			
	FRC SEWER EXPENSE FY25-26			318.44			
	FRC SEWER EXPENSE FY25-26			557.28			
116742-000	MNT 12.25						
51685	FLAGG CREEK WATER RECLAMATION SEWER AT MAINT GARAGE 01-05-770-008	12/30/2025	01/19/2026	21.09	21.09	Open	N 01/19/2026
	SEWER MAINTENANCE GARAGE			21.09			
131766-001	CPN 12.25						
51686	FLAGG CREEK WATER RECLAMATION SEWER AT CONCESSION/RESTROOM 01-04-770-003	12/30/2025	01/19/2026	24.46	24.46	Open	N 01/19/2026
	SEWER- CPN			24.46			
73206							
51677	FULLIFE SAFETY CENTER HI VISIBILITY WINTER GEAR 01-05-790-016	12/23/2025	01/19/2026	296.00	296.00	Open	N 01/19/2026
	UNIFORMS			296.00			
I01076085							
51625	GFC LEASING FY 25-26 COPIER LEASE M238697 01-14-678-000 01-14-678-001 01-14-678-002	12/01/2025	01/19/2026	439.35	439.35	Open	N 01/19/2026
	COPIER LEASE			153.77			
	COPIER LEASE			241.64			
	COPIER LEASE			43.94			
IN15439510							
51656	GORDON FLESCH COMPANY COPIER USAGE CHARGES 01-14-678-000 01-14-678-001 01-14-678-002	12/20/2025	01/19/2026	767.10	767.10	Open	N 01/19/2026
	LEASES-CORPORATE			268.48			
	LEASES-RECREATION			421.91			
	LEASES-TENNIS			76.71			
9739581677							
51633	GRAINGER PLUMBING SLEEVE COUPLER 01-15-800-000	12/11/2025	01/19/2026	11.16	11.16	Open	N 01/19/2026
	BLDG EQUIP / REPAIR & REPLACE			11.16			
124889							
51628	HAGG PRESS HAGG PRESS KNIGHTS BASKETBALL 02-80-960-000	12/09/2025	01/19/2026	292.00	292.00	Open	N 01/19/2026
	PRINTED MATERIALS			292.00			
124965							
51640	HAGG PRESS HAGG PRESS STICKER FOR ICE RINK SIGN 02-80-960-000	12/16/2025	01/19/2026	45.00	45.00	Open	N 01/19/2026
	PRINTED MATERIALS			45.00			

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124956 51669	HAGG PRESS ICE RINK SPONSORS BANNER 02-80-960-000	12/15/2025	01/19/2026	90.00	90.00	Open	N 01/19/2026
				90.00			
5620868 51658	HOME DEPOT CREDIT SERVICES ADA WATER FOUNTAIN INSATLLATION 09-01-800-000	12/02/2025	01/19/2026	55.80	55.80	Open	N 01/19/2026
				55.80			
7611835 51659	HOME DEPOT CREDIT SERVICES STUDIO C PROJECTOR BRUSH PLATE 01-15-800-000	12/10/2025	01/19/2026	10.98	10.98	Open	N 01/19/2026
				10.98			
6013464 51660	HOME DEPOT CREDIT SERVICES LUMBER FOR ICE RINK 01-05-800-006	12/11/2025	01/19/2026	71.28	71.28	Open	N 01/19/2026
				71.28			
5013550 51661	HOME DEPOT CREDIT SERVICES ELECTRIC HEAT TAPE AND TAPCON SCREWS 01-04-800-006	12/12/2025	01/19/2026	94.56	94.56	Open	N 01/19/2026
				49.56			
	PARK EQUIP / REPLACE & REPAIR 01-05-790-007			45.00			
2623429 51662	HOME DEPOT CREDIT SERVICES ADA WATER FOUNTAIN INSTALLATION 09-01-800-000	12/15/2025	01/19/2026	43.59	43.59	Open	N 01/19/2026
				43.59			
1613275 51663	HOME DEPOT CREDIT SERVICES PAINTING PROJECT MARKETING OFFICE 01-15-800-000	12/16/2025	01/19/2026	64.52	64.52	Open	N 01/19/2026
				64.52			
512565 51664	HOME DEPOT CREDIT SERVICES SOCKET SET 02-25-790-001	12/17/2025	01/19/2026	81.44	81.44	Open	N 01/19/2026
				81.44			
8620399 51665	HOME DEPOT CREDIT SERVICES CUSTODIAL TOOLS AND EQUIPMENT 07-71-800-002	12/19/2025	01/19/2026	116.29	116.29	Open	N 01/19/2026
				116.29			
6040100 51666	HOME DEPOT CREDIT SERVICES CORI'S WAY ADA WATER FOUNTAIN 09-01-800-000	12/21/2025	01/19/2026	222.33	222.33	Open	N 01/19/2026
				222.33			

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5014283 51667	HOME DEPOT CREDIT SERVICES UTILITY SINK INSTALLATION SUPPLIES 01-05-790-005	12/22/2025	01/19/2026	94.96	94.96	Open	N 01/19/2026
				94.96			
1042732 51668	HOME DEPOT CREDIT SERVICES TOUCH UP PAINT 01-08-800-006	12/26/2025	01/19/2026	6.48	6.48	Open	N 01/19/2026
				6.48			
82395 51620	HOME PLUMBING & HEATING SLOAN REPAIR DIAPHRAM KIT FOR TOILET 01-15-800-000	11/13/2025	01/19/2026	141.10	141.10	Open	N 01/19/2026
				141.10			
82401 51716	HOME PLUMBING & HEATING PLUMBING PARTS 07-71-750-008	12/29/2025	01/19/2026	32.18	32.18	Open	N 01/19/2026
				32.18			
23182 51688	HR SOURCE HR SOURCE BENCHMARKING PROJECT 01-02-700-002	12/18/2025	01/19/2026	4,860.00	4,860.00	Open	N 01/19/2026
				4,860.00			
23136 51711	HR SOURCE HR SOURCE BENCHMARKING PROJECT 01-02-700-002	11/30/2025	01/19/2026	5,000.00	5,000.00	Open	N 01/19/2026
				5,000.00			
DUES2026 51678	ILLINOIS ASSOCIATION OF PARK 2026 IAPD MEMBERSHIP DUES 01-01-700-002	12/21/2025	01/19/2026	7,757.93	7,757.93	Open	N 01/19/2026
				7,757.93			
20251101115 51605	ILLINOIS STATE POLICE BACKGROUND CHECKS- NOVEMBER 2025 02-01-840-002	11/30/2025	01/19/2026	40.00	40.00	Open	N 01/19/2026
				40.00			
1248 51604	IMAGINE NATION, LLC CPW PLAYGROUND REPAIR HARDWARE 01-05-800-006	03/17/2025	01/19/2026	62.90	62.90	Open	N 01/19/2026
				62.90			
2494 51629	INNOVUS ENTERPRISES INC GEESE DETERRENT SERVICES @ CENTRAL 01-04-790-021	12/10/2025	01/19/2026	900.00	900.00	Open	N 01/19/2026
				900.00			
				450.00			
				450.00			

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Inv Ref#	Description						Post Date
	GL Distribution						
01042026							
51676	JENNIFER A. RIDDLE PIONEER PRESENTATION 2.19.26 02-50-760-000	01/04/2026	01/19/2026	400.00	400.00	Open	N 01/19/2026
				400.00			
9936							
51634	KLUBER ARCHITECTS & ENGINEERS FITNESS CENTER ENTRANCE REDESIGN 02-81-805-000	11/30/2025	01/19/2026	6,500.00	6,500.00	Open	N 01/19/2026
				6,500.00			
915288628							
51655	KONE INC ELEVATOR REPLACEMENT 09-01-805-000 12-95-940-065	09/24/2025	01/19/2026	119,993.40	119,993.40	Open	N 01/19/2026
				59,996.70			
				59,996.70			
915288629							
51657	KONE INC ELEVATOR REPLACEMENT 09-01-805-000 12-95-940-065	12/23/2025	01/19/2026	19,046.50	19,046.50	Open	N 01/19/2026
				9,523.25			
				9,523.25			
63369-1-2026							
51600	LEASE SERVICING CENTER 2ND OF 3 ANNUAL PAYMENTS- DFS 02-81-805-000	11/06/2025	01/19/2026	48,111.35	48,111.35	Open	N 01/19/2026
				48,111.35			
121525							
51601	LESLIE ELIZABETH GODDARD 12/15 PIONEER PRESENTATION 02-50-760-000	12/18/2025	01/19/2026	400.00	400.00	Open	N 01/19/2026
				400.00			
00005691							
51621	M&M LOCK & SAFE, LTD BUILDING KEYS 07-71-750-000	12/04/2025	01/19/2026	15.00	15.00	Open	N 01/19/2026
				15.00			
8856							
51641	MARKET ACCESS CORP. NOVEMBER ALCOHOL PERMITS CPW 01-20-740-000	12/16/2025	01/19/2026	350.00	350.00	Open	N 01/19/2026
				350.00			
DECEMBER 2025							
51670	MEG ELIZABETH OLANDER DECEMBER REMOTE FITNESS INSTRUCTION 02-21-640-002	12/31/2025	01/19/2026	249.13	249.13	Open	N 01/19/2026
				249.13			
73466							
51618	MENARDS SILT FENCE AND HOLIDAY DECORATIONS 01-05-790-022 01-05-790-011	11/25/2025	01/19/2026	178.94	178.94	Open	N 01/19/2026
				104.97			
				73.97			

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Inv Ref#	Description	GL Distribution					
74948							
51681	MENARDS	12/19/2025	01/19/2026	57.75	57.75	Open	N 01/19/2026
	MAINTENANCE GARAGE SINK INSTALLATION						
	01-05-790-005	MAINTENANCE GARAGE SUPPLIES		57.75			
01							
51606	NADINE SBEI	11/12/2025	01/19/2026	300.00	300.00	Open	N 01/19/2026
	POTTERY PAITING WITH NADINE PAYMENT						
	02-32-640-050	PRICE PER PARTICIPANT FOR POTTERY		300.00			
213938							
51723	NEXT GENERATION	01/07/2026	01/19/2026	579.70	579.70	Open	N 01/19/2026
	UNIFORMS FOR SWIM CENTRAL STAFF						
	02-80-810-005	UNIFORMS		579.70			
HS55171173							
51612	NICOR GAS	12/03/2025	01/19/2026	2,715.29	2,715.29	Open	N 01/19/2026
	2025-2026 FRC GAS DELIVERY CHARGES						
	01-05-770-006	2025-2026 FRC GAS DELIVERY CHARGES		135.76			
	01-15-770-000	2025-2026 FRC GAS DELIVERY CHARGES		651.67			
	02-01-770-000	2025-2026 FRC GAS DELIVERY CHARGES		515.91			
	02-21-770-005	2025-2026 FRC GAS DELIVERY CHARGES		515.91			
	02-25-770-005	2025-2026 FRC GAS DELIVERY CHARGES		896.04			
HS55171172							
51613	NICOR GAS	12/03/2025	01/19/2026	831.86	831.86	Open	N 01/19/2026
	NOV. 2025 GAS DELIVERY CHARGES AT						
	07-71-770-000	GAS DELIVERY AT TC FY 25/26		831.86			
FRC NOV-25							
51614	NICOR GAS	12/01/2025	01/19/2026	951.50	951.50	Open	N 01/19/2026
	NOV 2025 FRC GAS DELIVERY CHARGES						
	01-05-770-006	2025-2026 FRC GAS DELIVERY CHARGES		47.58			
	01-15-770-000	2025-2026 FRC GAS DELIVERY CHARGES		228.36			
	02-01-770-000	2025-2026 FRC GAS DELIVERY CHARGES		180.79			
	02-21-770-005	2025-2026 FRC GAS DELIVERY CHARGES		180.77			
	02-25-770-005	2025-2026 FRC GAS DELIVERY CHARGES		314.00			
TC NOV-25							
51615	NICOR GAS	12/01/2025	01/19/2026	408.64	408.64	Open	N 01/19/2026
	NOV 2025 GAS DELIVERY CHARGES AT TC						
	07-71-770-000	GAS DELIVERY AT TC FY 25/26		408.64			
1150							
51652	NSELED-US	11/03/2025	01/19/2026	1,645.00	1,645.00	Open	N 01/19/2026
	CAPITAL PROJECT- LARGE SCREEN FOR						
	12-95-940-065	LIGHT SENSORS, INSTALL & EXTRA MODULES		1,645.00			
944							
51648	NU FLOW MIDWEST	12/19/2025	01/19/2026	12,450.00	12,450.00	Open	N 01/19/2026
	LINING OF SPA DRAIN PIPING -						
	02-25-750-050	PIPE RE-LINING EMERGENCY REPAIR		12,450.00			

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NOV/DEC 2025 51616	OAKBROOK TERRACE PARK DISTRICT NATURE TOTS - WINTER -NOV/DEC 02-32-640-050	12/19/2025	01/19/2026	345.60	345.60	Open	N 01/19/2026
			YOUTH CONTRACTED INSTRUCTION	345.60			
1745328059 51617	P.D.R.M.A. PDRMA HELP COURSE 01-15-690-000	10/22/2025	01/19/2026	150.00	150.00	Open	N 01/19/2026
			WORKSHOPS	150.00			
13147263-00 51632	PORTER PIPE & SUPPLY CO. SPA REPLACEMENT GASKETS-EMERGENCY 02-25-750-030	12/11/2025	01/19/2026	45.24	45.24	Open	N 01/19/2026
			AQUATIC FACILITY MAINTENANCE	45.24			
13151835-00 51646	PORTER PIPE & SUPPLY CO. COUPLER FOR SPA EMERGENCY REPAIR 02-25-750-030	12/18/2025	01/19/2026	49.11	49.11	Open	N 01/19/2026
			AQUATIC FACILITY MAINTENANCE	49.11			
116025 51673	PREFERRED WINDOW AND DOOR INC MAINTENANCE GARAGE OVERHEAD DOOR 01-05-790-005	12/31/2025	01/19/2026	300.00	300.00	Open	N 01/19/2026
			MAINTENANCE GARAGE SUPPLIES	300.00			
1033421 51714	ROBBINS SCHWARTZ LEGAL SERVICES OCTOBER 2025 12-95-940-065	11/30/2025	01/19/2026	282.00	282.00	Open	N 01/19/2026
			CAPITAL PROJECTS - SOLAR PROJECT	282.00			
1033420 51715	ROBBINS SCHWARTZ LEGAL SERVICES OCTOBER 2025 01-10-821-000	11/30/2025	01/19/2026	2,029.35	2,029.35	Open	N 01/19/2026
			GENERAL LEGAL SERVICES	2,029.35			
1035931 51725	ROBBINS SCHWARTZ LEGAL SERVICES NOVEMBER 2025 01-10-821-000	12/31/2025	01/19/2026	1,034.00	1,034.00	Open	N 01/19/2026
			GENERAL LEGAL SERVICES	1,034.00			
832712 51674	SBC WASTE SOLUTIONS DUMPSTER SERVICE MAY 1ST TO APRIL 01-15-750-002	12/31/2025	01/19/2026	660.00	660.00	Open	N 01/19/2026
			DUMPSTER SERVICE FRC	240.00			
	01-20-750-002		DUMPSTER SERVICE CPW	280.00			
	07-71-750-006		DUMPSTER SERVICE TENNIS CENTER	140.00			
6005439252 51736	SECURITAS TECHNOLOGY CORPORATION SECURITY QUARTERLY BILLING- TENNIS 07-71-750-002	12/05/2025	01/19/2026	1,469.73	1,469.73	Open	N 01/19/2026
			SECURITY QUARTERLY BILLING	1,469.73			

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INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

EXP CHECK RUN DATES 01/19/2026 - 01/19/2026

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
01-497613 51603	SHOREWOOD HOME & AUTO INC JOHN DEERE SERVICE PARTS AND 01-05-790-017	12/12/2025	01/19/2026	1,002.13	1,002.13	Open	N 01/19/2026
	JOHN DEERE SERVICE PARTS			1,002.13			
25143 51727	SK ELECTRONICS CAPITAL PROJECT - FRC PAGING SYSTEM 12-95-940-065	12/30/2025	01/19/2026	1,400.00	1,400.00	Open	N 01/19/2026
	19 NEW SPEAKER VOLUME CONTROLS			1,400.00			
25138 51728	SK ELECTRONICS CAPITAL PROJECT - FRC PAGING SYSTEM 12-95-940-065	12/05/2025	01/19/2026	13,649.00	13,649.00	Open	N 01/19/2026
	FRC PAGING SYSTEM REPLMENT/ADDITION SPEAKE			13,649.00			
003049 51737	SMALLCAKES OF ELMHURST COCOA CABIN 2025 COOKIES (6 DATES) 01-20-765-500 01-20-765-500 01-20-765-500 01-20-765-500 01-20-765-500 01-20-765-500	01/05/2026	01/19/2026	2,866.50	2,866.50	Open	N 01/19/2026
	DECEMBER 17TH			234.00			
	DECEMBER 18TH			234.00			
	DECEMBER 19TH			624.00			
	DECEMBER 20TH			702.00			
	DECEMBER 21ST			448.50			
	DECEMBER 22ND			624.00			
10005171 51717	STATE FIRE MARSHALL STATE FIRE MARSHAL CERTIFICATE 01-15-750-018	12/31/2025	01/19/2026	70.00	70.00	Open	N 01/19/2026
	BOILER SERVICE			70.00			
14001166 51694	STERLING NETWORK INTEGRATION LICENSES- OFFICE 365 AND SENTINELONE 01-14-675-000 01-14-675-000 01-14-675-000 01-14-675-000 01-14-675-001 01-14-675-002	12/16/2025	01/19/2026	1,365.73	1,365.73	Open	N 01/19/2026
	MICROSOFT 365 BUSINESS BASIC			242.00			
	EMICROSOFT 365 BUSINESS STANDARD			22.94			
	MICROSOFT 365 BUSINESS PREMIUM			867.74			
	SENTINELONE LICENSE			87.39			
	SENTINELONE LICENSE			87.39			
	SENTINELONE LICENSE			58.27			
0214293-IN 51624	TAMELING INDUSTRIES INC. STONE 01-04-790-010	12/18/2025	01/19/2026	452.00	452.00	Open	N 01/19/2026
	LANDSCAPE SUPPLIES			452.00			
101 51619	TIMOTHY J DUFFY SANTA AT HOLIDAY EXPRESS 02-60-751-014	12/14/2025	01/19/2026	100.00	100.00	Open	N 01/19/2026
	CONTRACT SVCS HOLIDAY EXPRESS			100.00			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
D511300 51649	TOTAL FIRE & SAFETY, INC. ANNUAL FIRE INSPECTION 01-05-770-009	12/22/2025	01/19/2026	912.00	912.00	Open	N 01/19/2026
			FIRE/SECURITY MAINTNCE GARAGE	912.00			
D511306 51650	TOTAL FIRE & SAFETY, INC. ANNUAL FIRE ALARM SYSTEM 01-20-750-003	12/22/2025	01/19/2026	904.00	904.00	Open	N 01/19/2026
			FIRE ALARM CPW / SECURITY SYSTEM	904.00			
D511321 51651	TOTAL FIRE & SAFETY, INC. ANNUAL SERVICE - FIRE 01-15-750-013	12/22/2025	01/19/2026	1,571.00	1,571.00	Open	N 01/19/2026
			ANNUAL INSPECTION	1,571.00			
D427522 51654	TOTAL FIRE & SAFETY, INC. SPRINKLER INSPECTION 07-71-750-002	09/24/2025	01/19/2026	332.00	332.00	Open	N 01/19/2026
			SECURITY SYSTEMS	332.00			
D427526 51734	TOTAL FIRE & SAFETY, INC. TOATAL FIRE AND SAFTEY ANNUAL 07-71-750-002	09/24/2025	01/19/2026	1,662.00	1,662.00	Open	N 01/19/2026
			TOTAL FIRE AND SAFTEY ANNUAL INSPECTION	1,662.00			
D517629 51735	TOTAL FIRE & SAFETY, INC. TOTAL FIRE AND SAFETY 5YR SPRINKLER 07-71-750-002	12/31/2025	01/19/2026	1,060.00	1,060.00	Open	N 01/19/2026
			5YR SPRINKLER INSPECTION	1,060.00			
INV 657948 51671	TOWERSTREAM CORPORATION TOWERSTREAM BACKUP INTERNET 01-14-722-000 01-14-722-001 01-14-722-002	01/01/2026	01/19/2026	215.00	215.00	Open	N 01/19/2026
			BACKUP INTERNET CONNECTION	80.62			
			BACKUP INTERNET CONNECTION	80.63			
			BACKUP INTERNET CONNECTION	53.75			
OB23 12/2025 51540	UMB BANK N.A. 2023 G.O. LIMITED TAX PARK BONDS 06-94-928-006	11/04/2025	01/19/2026	65,250.00	65,250.00	Open	N 01/19/2026
			2023 BONDS- INTEREST	65,250.00			
VC3-231844 51643	VC3, INC DATAGARD TIME BASED RETENTION DEC 01-14-675-000 01-14-675-001 01-14-675-002	12/17/2025	01/19/2026	999.00	999.00	Open	N 01/19/2026
			MONTHLY DATA BACKUP	449.55			
			MONTHLY DATA BACKUP	449.55			
			MONTHLY DATA BACKUP	99.90			
292106-00 51630	VILLA PARK ELECTRICAL SUPPLY REPLACEMENT LIGHT BALLAST FRC	12/10/2025	01/19/2026	82.44	82.44	Open	N 01/19/2026

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	01-15-800-000	BLDG EQUIP /	REPAIR & REPLACE	82.44			
29269 51679	VILLAGE OF OAK BROOK FUEL CHARGES - NOVEMBER 2025 01-05-790-025	12/23/2025	01/19/2026	636.15	636.15	Open	N 01/19/2026
		FUEL CHARGES - PARKS FY 25-26		636.15			
29268 51680	VILLAGE OF OAK BROOK FUEL CHARGES - OCTOBER 2025 01-05-790-025	12/23/2025	01/19/2026	859.83	859.83	Open	N 01/19/2026
		FUEL CHARGES - PARKS FY 25-26		859.83			
121125 51687	VILLAGE OF VILLA PARK PAYMENT FOR CO-OP TRIP WITH VILLA 02-50-755-300 02-50-754-300	12/11/2025	01/19/2026	1,272.00	1,272.00	Open	N 01/19/2026
		TRIP TRANSPORTATION		518.00			
		TRIP ADMISSIONS		754.00			
6056674-0 51692	WAREHOUSE DIRECT INC. JANITORIAL SUPPLIES FOR TENNIS 07-71-790-001	12/26/2025	01/19/2026	1,028.96	1,028.96	Open	N 01/19/2026
		JANITORIAL SUPPLIES		1,028.96			
6056674-1 51693	WAREHOUSE DIRECT INC. JANITORIAL SUPPLIES FOR TENNIS 07-71-790-001	12/16/2025	01/19/2026	53.34	53.34	Open	N 01/19/2026
		JANITORIAL SUPPLIES		53.34			
C6035564-0 51712	WAREHOUSE DIRECT INC. RETURNED - FLOOR SCRUBBER WHEELS 01-04-790-003	12/31/2025	01/19/2026	(97.91)	(97.91)	Open	N 01/19/2026
		JANITORIAL EQUIP/REP & REPAIR		(97.91)			
6065341-0 51713	WAREHOUSE DIRECT INC. FRC JANITORIAL SUPPLIES 01-15-790-001 01-15-790-000	12/30/2025	01/19/2026	170.65	170.65	Open	N 01/19/2026
		FRC CLEANING PRODUCTS		87.36			
		FRC PAPER PRODUCTS		83.29			
4553812805 51627	WILSON SPORTING GOODS TENNIS RACQUETS 07-75-870-000	12/06/2025	01/19/2026	159.88	159.88	Open	N 01/19/2026
		TENNIS RACQUETS		159.88			
4554096087 51653	WILSON SPORTING GOODS TENNIS RACQUETS 07-75-870-000	12/19/2025	01/19/2026	166.99	166.99	Open	N 01/19/2026
		TENNIS RACQUETS		166.99			
DECEMBER 2025 51726	ZAZZO'S PIZZA DECEMBER 2025 PIZZA PARTY ORDERS 02-25-705-001	12/31/2025	01/19/2026	4,176.30	4,176.30	Open	N 01/19/2026
		ZAZZOS AQUATIC CENTER BIRTHDAY PARTIES		3,441.17			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description						Post Date
	GL Distribution						
	07-75-790-005	ZAZZOS TENNIS CENTER PARTIES		735.13			
187309 AND 190811							
51695	ZEPOLE RESTAURANT SUPPLY	12/16/2025	01/19/2026	989.68	989.68	Open	N
	COCOA CABIN HOT WATER DISPENSERS						01/19/2026
	01-04-800-010	BUNN POUROVER WATER DISPENSERS		429.84			
	01-20-765-500	BUNN POUROVER WATER DISPENSERS		429.84			
	01-04-800-010	SHIPPING		65.00			
	01-20-765-500	SHIPPING		65.00			
# of Invoices:	129	# Due:	129	Totals:	401,670.34	401,670.34	
# of Credit Memos:	2	# Due:	2	Totals:	(402.91)	(402.91)	
Net of Invoices and Credit Memos:				401,267.43	401,267.43		
* 8 Net Invoices have Credits Totalling:				(585.69)			

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Inv Num	Vendor	Inv Amt	Amt Due
Inv Ref#	Description		
	GL Distribution		
--- TOTALS BY FUND ---			
	01 - GENERAL CORPORATE FUND	66,136.26	66,136.26
	02 - RECREATION FUND	97,610.75	97,610.75
	06 - DEBT SERVICE FUND	65,250.00	65,250.00
	07 - RECREATIONAL FACILITIES FUND	15,801.80	15,801.80
	09 - SPECIAL RECREATION FUND	69,972.67	69,972.67
	12 - CAPITAL PROJECTS FUND	86,495.95	86,495.95
--- TOTALS BY DEPT/ACTIVITY ---			
	01 - ADMINISTRATION CORPORATE	81,134.09	81,134.09
	02 - FINANCE	10,505.39	10,505.39
	04 - CENTRAL PARK NORTH	1,442.85	1,442.85
	05 - CENTRAL PARK	6,774.02	6,774.02
	08 - CHILLEM PARK	6.48	6.48
	09 - DEAN PROPERTY	5,675.00	5,675.00
	10 - PROFESSIONAL SERVICES	3,063.35	3,063.35
	14 - INFORMATION TECHNOLOGY	12,381.33	12,381.33
	15 - BUILDING/RECREATION CENTER	6,051.55	6,051.55
	20 - CENTRAL PARK WEST	11,734.04	11,734.04
	21 - FITNESS CENTER	2,406.52	2,406.52
	25 - AQUATIC CENTER	23,451.13	23,451.13
	26 - AQUATIC-RECREATION PROGRAMS	106.87	106.87
	31 - PRESCHOOL PROGRAMS	1,015.05	1,015.05
	32 - YOUTH PROGRAMS	681.39	681.39
	40 - ADULT PROGRAMS	512.83	512.83
	50 - PIONEER PROGRAMS	9,295.45	9,295.45
	60 - SPECIAL EVENTS & TRIPS	1,589.02	1,589.02
	71 - BUILDING/RACQUET CLUB	9,021.11	9,021.11
	75 - TENNIS PROGRAMS	5,901.66	5,901.66
	80 - MARKETING	2,161.00	2,161.00
	81 - CAPITAL OUTLAY	54,611.35	54,611.35
	94 - DEBT SERVICE FUND	65,250.00	65,250.00
	95 - CAPITAL PROJECTS FUND	86,495.95	86,495.95

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description						Post Date
	GL Distribution						
253420058320569							
51609	DIRECT ENERGY BUSINESS, LLC ELECTRIC AT DEAN NATURE SANCTUARY 01-09-770-001	12/08/2025 ELECTRICITY DNS	12/30/2025	44.55 44.55	0.00	Paid	Y 12/30/2025
25344005834591							
51610	DIRECT ENERGY BUSINESS, LLC ELECTRIC AT CENTRAL PARK NORTH 01-04-770-000	12/08/2025 ELECTRICITY CPN	12/30/2025	2,005.36 2,005.36	0.00	Paid	Y 12/30/2025
253440058345469							
51611	DIRECT ENERGY BUSINESS, LLC ELECTRICITY- MULTIPLE LOCATIONS, 01-20-770-000 01-15-770-001 02-01-770-001 02-21-770-000 02-25-770-000 07-71-770-001 01-05-770-000 01-05-770-005 01-07-770-000	12/10/2025 ELECTRICITY CPW ELECTRICITY FRC ELECTRICITY FRC ELECTRICITY FRC ELECTRICITY AQUATICS ELECTRICITY TENNIS CENTER ELECTRICITY PARKS ELECTRICITY GARAGE ELECTRICITY FOREST GLEN	12/30/2025	19,410.30 1,509.60 2,901.80 2,321.44 2,321.44 4,062.53 4,742.02 613.32 442.49 495.66	0.00	Paid	Y 12/30/2025
12.18.2025							
51638	FP MAILING SOLUTIONS POSTAGE METER REFILL 12.18.25	12/18/2025	12/30/2025	200.00	0.00	Paid	Y 12/30/2025
	01-02-710-000 01-15-710-000 02-01-710-000 02-21-710-000 02-25-710-000 07-01-710-000	POSTAGE (METER REFILLS) POSTAGE (METER REFILLS) POSTAGE (METER REFILLS) POSTAGE (METER REFILLS) POSTAGE (METER REFILLS) POSTAGE (METER REFILLS)		20.00 20.00 50.00 50.00 50.00 10.00			
NOVEMBER 2025							
51608	IL DEPT OF REVENUE SALES TAX REMITTANCE, NOV 2025 01-00-150-001 07-75-560-000	11/30/2025 SALES TAX PAYABLE PRO SHOP	12/30/2025	468.00 183.00 285.00	0.00	Paid	Y 12/30/2025
41988958							
51622	JOHNSON CONTROLS SECURITY SOLUTIONS SECURITY SYSTEMS MONITORING 07-71-750-002	12/13/2025 SECURITY SYSTEMS	12/30/2025	228.98 228.98	0.00	Paid	Y 12/30/2025
41988957							
51623	JOHNSON CONTROLS SECURITY SOLUTIONS CPW QUARTERLY SERVICE 01-20-750-003	12/13/2025 FIRE ALARM CPW / SECURITY SYSTEM	12/30/2025	228.98 228.98	0.00	Paid	Y 12/30/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
3-2025 51594	LPG MUSIC INC. FALL SESSION "MUSIC TOGETHER" 02-31-640-050	10/20/2025	12/30/2025	2,813.00	0.00	Paid	Y 12/30/2025
			MUSIC TOGETHER FALL 2025	2,813.00			
FRC NOV-25 51595	VILLAGE OF OAK BROOK FRC WATER USE NOVEMBER 2025 01-15-770-002 02-01-770-002 02-21-770-010 02-25-770-010	12/09/2025	12/30/2025	4,953.25	0.00	Paid	Y 12/30/2025
		FRC WATER USE 11/2025		1,238.31			
				990.65			
				990.65			
				1,733.64			
CPW NOV-25 51596	VILLAGE OF OAK BROOK WATER USE AT CPW NOV 2025 01-20-770-001	12/09/2025	12/30/2025	70.84	0.00	Paid	Y 12/30/2025
			WATER AT CPW	70.84			
MAINT NOV-25 51597	VILLAGE OF OAK BROOK WATER AT MAINT GARAGE NOV 2025 01-05-770-007	12/09/2025	12/30/2025	25.21	0.00	Paid	Y 12/30/2025
			WATER MAINTENANCE GARAGE	25.21			
FIELDS NOV-25 51598	VILLAGE OF OAK BROOK WATER - FIELDS NOV 2025 01-05-770-001	12/09/2025	12/30/2025	390.25	0.00	Paid	Y 12/30/2025
			WATER	390.25			
CPN NOV-25 51599	VILLAGE OF OAK BROOK WATER AT RESTROOM/CONCESSION NOV 01-04-770-001	12/09/2025	12/30/2025	40.42	0.00	Paid	Y 12/30/2025
			WATER	40.42			
TC NOV-25 51607	VILLAGE OF OAK BROOK WATER AT TENNIS CENTER, NOV 2025 07-71-770-002	10/20/2025	12/30/2025	283.78	0.00	Paid	Y 12/30/2025
			WATER	283.78			
# of Invoices:	14	# Due:	0	Totals:	31,162.92	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				31,162.92		0.00	

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	Inv Amt	Amt Due
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## --- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	10,229.79	0.00
02 - RECREATION FUND	15,383.35	0.00
07 - RECREATIONAL FACILITIES FUND	5,549.78	0.00

## --- TOTALS BY DEPT/ACTIVITY ---

00 - NON-DEPARTMENTAL	183.00	0.00
01 - ADMINISTRATION CORPORATE	3,372.09	0.00
02 - FINANCE	20.00	0.00
04 - CENTRAL PARK NORTH	2,045.78	0.00
05 - CENTRAL PARK	1,471.27	0.00
07 - FOREST GLEN PARK	495.66	0.00
09 - DEAN PROPERTY	44.55	0.00
15 - BUILDING/RECREATION CENTER	4,160.11	0.00
20 - CENTRAL PARK WEST	1,809.42	0.00
21 - FITNESS CENTER	3,362.09	0.00
25 - AQUATIC CENTER	5,846.17	0.00
31 - PRESCHOOL PROGRAMS	2,813.00	0.00
71 - BUILDING/RACQUET CLUB	5,254.78	0.00
75 - TENNIS PROGRAMS	285.00	0.00

## Staff Recognition

# Getting to Know

## Robert Rojas

Aquatics Facilities Manager



**Birthday:** February 13

**I decided to work at the OBPD because:** An amazing park district that gave me an incredible opportunity.

**My favorite childhood memory is:** Going to live Nicaragua every summer

**The last good movie I saw:** Karate Kid Legends

**The last good book I read:** A comic which was Infinity Gauntlet

**My favorite meal:** Pizza with a pop

**My personal hero:** My parents

**I'd love to meet:** John Cena

**What or who always makes you laugh?** Modern Family always make me laugh

**If I were an animal, I would be a:** White Wolf

**I'm better than anyone else when it comes to:** Swimming with a sweater on

**My favorite place to vacation is:** Puerto Rico

**Because I like to:** Spend time with family and go to beaches.

**My dream/goal is:** To own a restaurant one day.

**Three words that best describe me:** Brave, Loyal, Caring

**Little known fact about me:** I have competed in a bodybuilding show

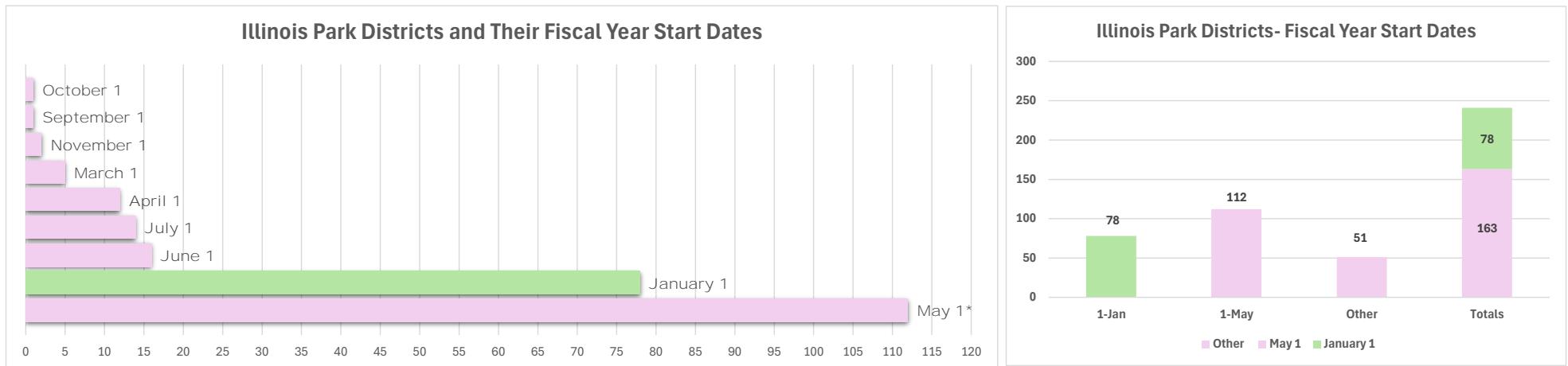
**My most humbling experience:** My first college exam

**My greatest accomplishment is:** Graduating college

## Presentations / Proclamations

## Oak Brook Park District

### Summary graph of fiscal year start dates- Illinois Park Districts



Above data compiled as of 12/10/2025.

\* The Oak Brook Park District's existing fiscal year start is May 1.

### Primary Options:

#### Maintain existing fiscal year start date

\* Newly elected commissioners begin service in May, and the structure of the District's fiscal year provides them with meaningful opportunity to influence the May-April budget. State statute allows the Board to adopt the budget through end of the first quarter of the new fiscal year, enabling thoughtful review and informed input. For example, for the May 1, 2026-April 30, 2027 fiscal year, the Board may adopt the budget as late as July 31, 2026.

\* The District recognizes a significant portion of its revenues early in the fiscal year, reflecting the timing of Spring/Summer programming fees and receipt of the property tax levy between June and October. This timing results in early-year monthly surpluses followed by late-year monthly deficits.

#### Change fiscal year to a January 1 start date

\* Updates to administrative and personnel policies including benefit accruals, carryovers, and limits will be necessary. A thoughtful transition period will support smooth and effective implementation.

\* Annual health insurance premium updates will be aligned with the calendar fiscal year, creating long-term consistency in planning. While final premium information is typically available in October/November, this timing can be incorporated into future budgeting cycles.

\* The annual budget process, property tax levy, year-end statutory reporting, and personnel evaluations would be addressed in a coordinated manner, allowing for greater alignment and efficiency across key operational priorities.

\* Larger amount of revenue recognition will occur later in the fiscal year as Spring/Summer programming revenues are realized and property tax levy collections are received. This timing will result in early-year monthly deficits followed by late-year monthly surpluses.

## Reports

Administration and Enterprise Operations Report  
Finance and Human Resources Report  
Recreation and Communications Report  
Parks and Facilities Report



# Memo

To: Oak Brook Park District Board of Commissioners  
From: Laure Kosey, Executive Director  
Date: January 13, 2026  
Re: January Board Report: Administration & Enterprise Operations

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## **December Board Meeting Follow Up Discussion Points:**

**Attorney Fees** – Please see Appendix A

**Maintaining Fields** – Please see Appendix B

**Aquatic Parties** – Please see Appendix C

### **Tennis Center Project**

Staff are recommending the rebuilding of the existing eight (8) tennis courts. The contract includes the Tennis Center Outdoor Project. If the Pickleball Project is funded in the future, there will be an amendment to this contract.

## **January Board Meeting Discussion Points:**

### **Tennis Center Report**

- Seasonal Court Time second half payments were received in December.
- The Tennis Center hosted Winter Break tournament with 47 BG14 years old participants.

### **Fiscal Year vs. Calendar Year budget**

Staff have done an excellent job gathering information. This item is a board decision.

### **Market Based Salary Range Adjustment**

Staff hired HR Resource evaluate 29 full-time positions. The last time this project was reviewed was in 2013. This is a *range of pay* in which each position falls, it is not the actual salary of any individual employee.

Appendix A

Year-Month	Capital						Litigation				
	Board of Review	Projects	General	Real Estate	Personnel	Audit	Finance	Matters	Rates	Total Invoice	
2021-01	\$ 460.00	\$ 400.00	\$ 1,380.00	\$ 220.00					\$ 200.00	\$ 2,460.00	
2021-02		\$ 140.00	\$ 2,020.00	\$ 1,200.00					\$ 200.00	\$ 3,360.00	
2021-03	\$ 80.00		\$ 1,600.00	\$ 860.00					\$ 200.00	\$ 2,540.00	
2021-04	\$ 100.00	\$ 740.00	\$ 1,180.00	\$ 420.00	\$ 1,340.00				\$ 200.00	\$ 3,780.00	
2021-05		\$ 1,700.00	\$ 1,200.00	\$ 640.00	\$ 200.00				\$ 200.00	\$ 3,740.00	
2021-06		\$ 600.00	\$ 2,640.00	\$ 260.00		\$ 100.00			\$ 200.00	\$ 3,600.00	
2021-07		\$ 800.00	\$ 100.00	\$ 320.00					\$ 200.00	\$ 1,220.00	
2021-08			\$ 2,334.00	\$ 500.00					\$ 200.00	\$ 2,834.00	
2021-09		\$ 420.00	\$ 600.00	\$ 360.00					\$ 200.00	\$ 1,380.00	
2021-10				\$ 330.83					\$ 200.00	\$ 330.83	
2021-11			\$ 840.00	\$ 28.87					\$ 200.00	\$ 868.87	
2021-12	\$ 928.00					\$ 200.00			\$ 200.00	\$ 1,128.00	
2022-01	\$ 640.00	\$ 260.00	\$ 1,160.00						\$ 200.00	\$ 2,060.00	
2022-02		\$ 560.00	\$ 1,000.00	\$ 100.00					\$ 200.00	\$ 1,660.00	
2022-03	\$ 64.00	\$ 80.00	\$ 220.00	\$ 60.00				\$ 40.00	\$ 200.00	\$ 464.00	
2022-04		\$ 3,580.00							\$ 200.00	\$ 3,580.00	
2022-05	\$ 444.00	\$ 3,990.00							\$ 200.00	\$ 4,434.00	
2022-06	\$ 480.00	\$ 844.00							\$ 200.00	\$ 1,324.00	
2022-07	\$ 320.00	\$ 5,512.00				\$ 40.00			\$ 200.00	\$ 5,872.00	
2022-08		\$ 180.00	\$ 40.00	\$ 20.00	\$ 40.00				\$ 200.00	\$ 280.00	
2022-09			\$ 180.00						\$ 200.00	\$ 180.00	
2022-10	\$ 100.00		\$ 640.00		\$ 80.00				\$ 200.00	\$ 820.00	
2022-11	\$ 1,244.00	\$ 2,684.00	\$ 1,228.70						\$ 1,120.00	\$ 200.00	\$ 6,276.70
2022-12	\$ 1,540.00	\$ 3,880.00							\$ 220.00	\$ 5,420.00	
2023-01		\$ 3,004.00							\$ 286.00	\$ 220.00	\$ 3,290.00
2023-02		\$ 1,794.00	\$ 1,628.00	\$ 44.00					\$ 616.00	\$ 220.00	\$ 4,082.00
2023-03	\$ 340.00	\$ 726.00	\$ 1,364.00	\$ 264.00					\$ 110.00	\$ 220.00	\$ 2,804.00
2023-04			\$ 4,107.92						\$ 220.00	\$ 4,107.92	
2023-05		\$ 858.00	\$ 1,370.76						\$ 220.00	\$ 2,228.76	
2023-06	\$ 540.00		\$ 2,779.96	\$ 44.00					\$ 44.00	\$ 220.00	\$ 3,407.96
2023-07		\$ 754.00	\$ 242.00						\$ 220.00	\$ 996.00	
2023-08		\$ 198.00	\$ 748.00	\$ 396.00					\$ 220.00	\$ 1,342.00	
2023-09		\$ 550.00	\$ 1,012.00						\$ 220.00	\$ 1,562.00	
2023-10									\$ 220.00	\$ -	
2023-11			\$ 4,145.16	\$ 440.00					\$ 220.00	\$ 4,585.16	
2023-12			\$ 1,262.59	\$ 110.00					\$ 220.00	\$ 1,372.59	
2024-01	\$ 630.00	\$ 3,610.00	\$ 2,586.00	\$ 66.00				\$ 176.00	\$ 220.00	\$ 7,068.00	
2024-02	\$ 1,238.00	\$ 732.00	\$ 8,338.00						\$ 220.00	\$ 10,308.00	
2024-03	\$ 94.00	\$ 968.00	\$ 4,840.00	\$ 1,078.00	\$ 924.00				\$ 220.00	\$ 7,904.00	
2024-04	\$ 180.00	\$ 3,686.00	\$ 1,852.00	\$ 462.00					\$ 220.00	\$ 6,180.00	
2024-05	\$ 1,159.00	\$ 3,266.50	\$ 3,774.18						\$ 235.00	\$ 8,199.68	
2024-06	\$ 390.50	\$ 1,911.00	\$ 947.00						\$ 235.00	\$ 3,248.50	
2024-07	\$ 320.50		\$ 282.00						\$ 235.00	\$ 602.50	
2024-08	\$ 117.50	\$ 752.00	\$ 1,386.50	\$ 117.50					\$ 235.00	\$ 2,373.50	
2024-09	\$ 963.50	\$ 70.50		\$ 1,433.50					\$ 235.00	\$ 2,467.50	
2024-10	\$ 3,266.50			\$ 1,128.00					\$ 235.00	\$ 4,394.50	
2024-11			\$ 484.18	\$ 587.50					\$ 235.00	\$ 1,071.68	
2024-12	\$ 943.00		\$ 3,501.50					\$ 352.50	\$ 235.00	\$ 4,797.00	
2025-01	\$ 884.50	\$ 2,052.00	\$ 2,380.59						\$ 235.00	\$ 5,317.09	
2025-02		\$ 595.00	\$ 1,469.38						\$ 235.00	\$ 2,064.38	
2025-03		\$ 70.50	\$ 5,452.00						\$ 235.00	\$ 5,522.50	
2025-04	\$ 1,133.00	\$ 2,726.00	\$ 4,003.35	\$ 376.00					\$ 235.00	\$ 8,238.35	
2025-05	\$ 672.50		\$ 3,308.80						\$ 235.00	\$ 3,981.30	
2025-06		\$ 1,574.50	\$ 9,643.35						\$ 235.00	\$ 11,217.85	
2025-07		\$ 3,501.50	\$ 3,642.50						\$ 235.00	\$ 7,144.00	
2025-08		\$ 2,232.50	\$ 8,248.50	\$ 70.50					\$ 235.00	\$ 10,551.50	
2025-09		\$ 1,950.50	\$ 3,627.35						\$ 235.00	\$ 5,577.85	
2025-10		\$ 282.00	\$ 2,029.35						\$ 235.00	\$ 2,311.35	
2025-11			\$ 1,034.00						\$ 235.00	\$ 1,034.00	
2025-12										\$ -	

Year - Total	Amount
2021	\$ 27,241.70
2022	\$ 32,370.70
2023	\$ 29,778.39
2024	\$ 58,614.86
2025	\$ 62,960.17

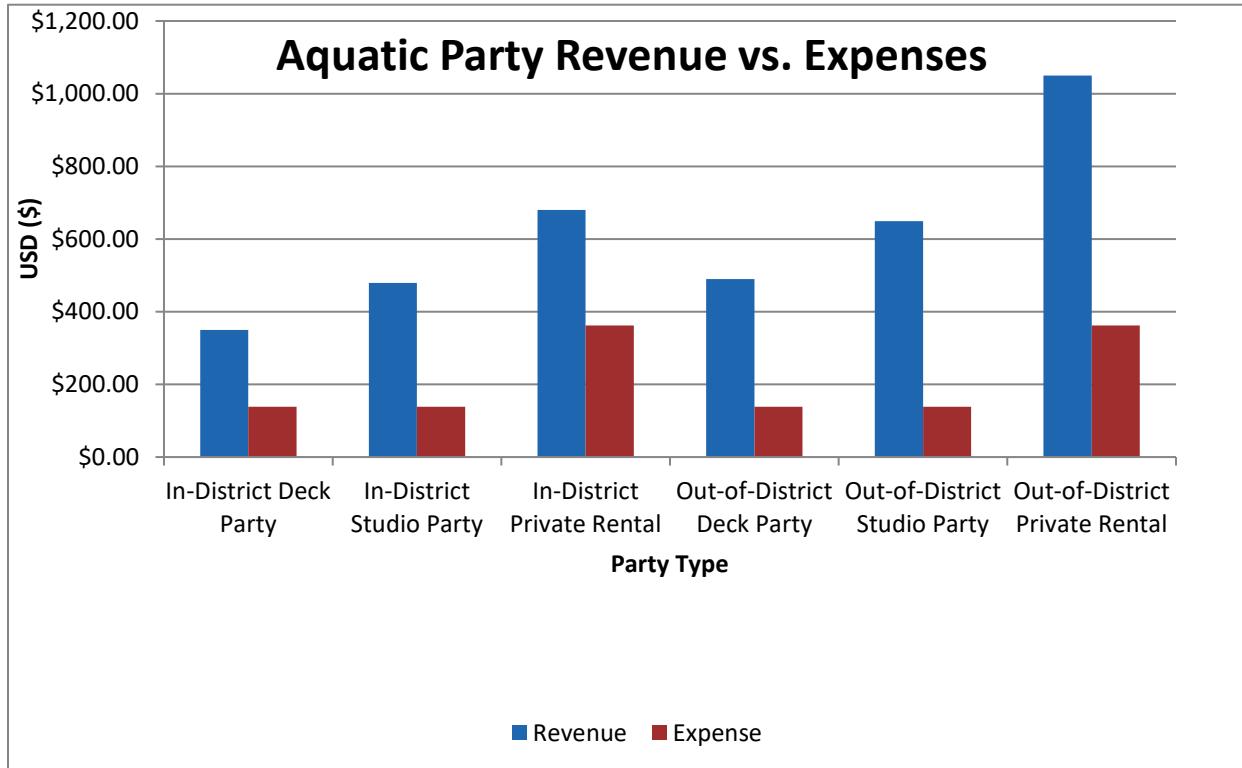
## Appendix B

<b>Expenses (Central Park 105 total acres) Based on 34 weeks of service</b>	<b>Seasonal cost</b>
Mowing (contracted)	\$ 39,814
Mowing (in-house)	\$ 21,420
Weed control and fertilization (contracted)	\$ 14,790
Weed control and fertilization (in-house)	\$ 8,073
Grub and insect control (contracted)	\$ 4,235
Annual dumpster rental	\$ 3,600
General maintenance	\$ 46,750
Athletic field lining and maintenance	\$ 47,890
Athletic field setup/closure	\$ 4,215
Irrigation maintenance	\$ 10,275
Turf repairs	\$ 16,470
Utilities	\$ 21,949
 Total seasonal cost based on 34 weeks	 \$ 239,480
Seasonal cost per week (34 total weeks)	\$ 7,044
Seasonal cost per acre (105 total campus acres)	\$ 2,281
 Eclipse annual licensing agreement (per year over 5 years)	 \$ 80,000
Eclipse annual capital agreement (per year over 5 years)	\$ 90,000
Eclipse total annual contribution	\$ 170,000
 Wizards annual licensing agreement (per year over 5 years)	 \$ 100,000
Wizards annual capital agreement (per year over 4 years)	\$ 100,000
Wizards total annual contribution	\$ 200,000
 Eclipse average acreage usage per season (8 acres)	 \$ 18,246
Wizards average acreage usage per season (12 acres)	\$ 27,369

\*These costs do not include additional tournament fees collected



**Appendix C:**



**Revenues**

In-District:

Deck Party: \$350  
Studio Party: \$479  
Private Rental: \$680

Out-of-District:

Deck Party: \$490  
Studio Party: \$649  
Private Rental: \$1,050

**Expenses**

Deck and Studio Party:  
Food and drink: \$80  
Staff: \$58  
Total Expenses: \$138

Private Rental:

Food and drink: \$80  
\*Staff: \$282  
Total Expenses: \$362  
\*Staff costs are higher for private rental because they occur outside of normal business hours.

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)





# Memo

To: Board of Commissioners and Executive Director, Laure Kosey  
From: Marco Salinas, Chief Financial Officer  
Date: January 13, 2026  
Re: December 2025 Financials

## General Fund

We have completed eight months of our current fiscal year (66.67% of the year). Year-to-date (YTD) revenues, expenditures, and transfers-out for this fund equal \$3,490,629, \$2,026,876, and \$0, respectively. This is resulting in a YTD net surplus of \$1,463,753, which is a \$290,802 increase from the \$1,172,951 YTD net surplus experienced in the prior fiscal year. The following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable to budgeted expectations at 84.8% and have increased \$422,022 when compared to the prior year. All departments are either in-line or favorable to the annual budgets. Our Building-Recreation Center department is the main driver of these increased revenues. Daily fee revenues (in-district and out-of-district) have increased approximately \$89K when compared to the prior year, primarily due to the increase in the non-resident daily fee from \$12 to \$14 that was implemented effective January 2025, and an overall increase in the number of daily visits. In addition, we increased the overhead and facility rental fee that is charged to various programs accounted for in our Recreation Fund, and have also been recognizing this activity monthly as compared to quarterly in the prior year. In our Central Park West (CPW) department, revenues are higher than in the prior year because in the prior year the facility was undergoing extensive renovations and rental activity was placed on hold for a large part of the fiscal year. The current year's rental revenues are \$52,236 versus \$5,800 in the prior year. In addition, this year we implemented a new facility rental fee that is charged to our Pioneer Programs department for programming conducted at CPW and these fees currently total \$3,200. In our Central Park department, field rental revenue has increased from \$191,126 in the prior year, to \$215,311 in the current year.
- **Expenditures-** Total current YTD expenditures are favorable to budgeted expectations at 58% and have increased \$131,220 when compared to the prior year. Except for our Professional Services department, all departments are either in-line or favorable to the annual budgets. Legal fees in our Professional Services department were budgeted at \$25K and such fees currently total \$29,214 with an additional six billings to be recognized for the remainder of the current fiscal year. Our YTD legal fees are higher than originally expected due to, among other matters, the significant increase in the volume of Freedom of Information Act (FOIA) requests, formal complaints filed to the Public Access Counselor regarding the Open Meetings Act, work carried out earlier in the year for the solar panel electricity project, review of a licensing agreement with Breakaway Basketball, and review of banking documents in response to the merger of Evergreen Bank and Old Second National Bank. In our Building-Recreation Center department plumbing, gymnasium maintenance, and general maintenance costs have increased due to the replacement of a sewer ejector pump and backflow repair, gym backboard inspections, and refinishing services for our gym and studio wood floors.

## Recreation Fund

YTD revenues, transfers-in, and expenditures equal \$4,482,792, \$0, and \$2,856,823, respectively. This is resulting in a YTD net surplus of \$1,625,969, which is a \$977,230 increase from the \$648,740 YTD net surplus experienced in the prior fiscal year. The following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable to budgeted expectations at 86.5% and have increased \$264,578 when compared to the prior year. All departments are currently favorable or in-line with budgeted

expectations primarily due to our busy Spring/Summer seasons and the corresponding increases in programming registrations and revenues, as well as the timing for the collection of the annual property taxes. In our Fitness and Aquatic Center departments we are benefitting from an approximate \$163K increase in our in-district and out-of-district membership revenues. In our Aquatic Recreation Programs department, revenues from our Fluid Running program have increased approximately \$17K (56%) over prior year. This is because the program was temporarily halted last year due to complaints over the aging HVAC system (i.e. noise levels) in our aquatics center. Upon replacement of the system, this programming resumed and has been very popular with our clients. Our children's private lesson revenues have also increased approximately \$26K (24%) when compared to last year.

- **Expenditures**- Total current YTD expenditures are favorable to budgeted expectations at 52.9% and have decreased \$712,651 when compared to the prior year. All departments are currently favorable or in-line with current year budgeted expectations. Driving this overall decrease in expenditures is the fact that in the current year we have only processed \$50K in capital expenditures for asphalt paving and grinding improvements in our Central Park campus whereas during the same time period in the prior year we had incurred \$890,228 in capital costs related to the aquatics HVAC and painting project, and the bathroom and entryway improvements at our Central Park West (CPW) facility. The capital expenditures yet to be incurred this year are the annual fitness equipment lease payment (\$48K), CPW kitchen renovations (\$52K), and fitness/track entryway project (\$135K). Increased expenditures in many of our departments are also attributed, in part, to the increased overhead that is being charged by the General fund, as described in my previous commentary for our General Fund activities.

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

YTD revenues and expenses in this fund are currently at \$1,810,781 and \$1,299,016, respectively. This is resulting in a YTD net surplus of \$511,766, which is a \$130,361 decrease over the prior year's surplus of \$642,127. The following is additional commentary:

- **Revenues**- Total current YTD revenues are slightly favorable to budgeted expectations at 71.5% and have decreased \$52,543 when compared to the prior year. This decrease is primarily due to the timing of the recognition of revenues for various Fall instructional programs (group lessons) and court rentals. A higher percentage of the already collected receipts are being deferred to later months when such revenues will be earned. In the Administration department, investment income has increased approximately \$6.5K and revenues related to the Rafa tennis camp have increased approximately \$8K when compared to the prior year.
- **Expenses**- Total current YTD expenses are favorable to budgeted expectations at 48.9% and have increased \$77,818 when compared to the prior year. In the Administration department, full-time wages and related health insurance costs have increased approximately \$16K, and credit card processing fees have increased approximately \$5K. In the Building department, full-time wages and related health insurance costs have increased approximately \$41K due to the creation/addition of one full-time custodian position. These increases are being partially offset by reduced contract maintenance and repair costs.

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#### **FINANCE & HUMAN RESOURCES UPDATES:**

- Finance staff continue to work on the FY 2026/2027 budget, including updating numerous projections and footnotes.
- Finance staff is also working on various calendar year end tasks including the review and processing of various forms (i.e. Forms 1099, W-2, etc.).



# Memo

To: Oak Brook Park District Board of Commissioners  
From: Robert Pechous, Director of Recreation and Communications  
Date: January 12, 2026  
Re: December 2025: Recreation and Communications Report

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## **Recreation:**

- Athletics
  - The turf field scoreboard signage was updated to Old Second National Bank Athletic Field. This is part of the field name change from Evergreen Bank Athletic Field.
  - Breakaway Basketball hosted their annual Toys for Tots event, which brought in hundreds of gifts to donate to children this holiday season.
  - Approximately 750 participants enjoyed Winter Break open gym basketball hours.
- Youth/Preschool
  - Winter Break Playground and Pee Wee Camps welcomed 39 participants who enjoyed a variety of fun and engaging activities throughout the break.
  - Preschoolers celebrated family traditions, holidays around the world, and created gingerbread houses.
- Pioneers
  - 24 Pioneers from Oak Brook and Villa Park went to the Jacob Henry Mansion for lunch and a performance by The Caroling Party, Chicago's largest and best caroling group.
  - The Pioneer Holiday Luncheon had 114 participants from Oak Brook and Villa Park who enjoyed a wonderful meal at Gibson's and entertainment.
  - 17 pioneers enjoyed Leslie Goddard presenting 'The Making of a Christmas Story'.
- Specialty/Events
  - Pottery Painting with Nadine was held on Thursday, with 12 participants painting Christmas Ornaments
  - Our annual Holiday Express event welcomed 306 participants, who enjoyed a festive trolley ride to the North Pole (Central Park West) to meet Santa.
  - Santa and Mrs. Claus spread holiday cheer to 31 smiling children in Oak Brook, delivering stockings packed with goodies.
  - Winter Lights have concluded with approximately 70,500 visitors walking the path. A total of \$7,583.51 in donations was received and will be split between the People's Resource Center and the OBPD Foundation.
  - Cocoa Cabin had a record season! Total sales of over \$37,000. More than 4,400 cookies, 6,500 cups of hot cocoa, and 440 light-up wands were sold.

## **Marketing & Information Technology:**

- Holiday cards were mailed to our local businesses and community partners.
- The Summer Camp Brochure production is in progress. It will be published on the website on Monday, January 26, with In-District Registration starting February 2 and Open Registration starting February 16.
- The 2026 Sponsorship Booklet has been completed and printed. The booklet is a great tool for creating partnerships and increasing revenue.
- The A/V system in Studio C has been completed and is now ready for use for meetings and room rentals.

## **Corporate and Community Relations:**

Sponsorships	\$ 3,900.00
Advertising	\$ -
Vendors	\$ -
In-Kind Donations	\$ 600.00
Oak Brook Park District Foundation	<u>\$ 3,560.48</u>

**Total for December: \$ 8,060.48**

## **Social Media and Website Engagement:**

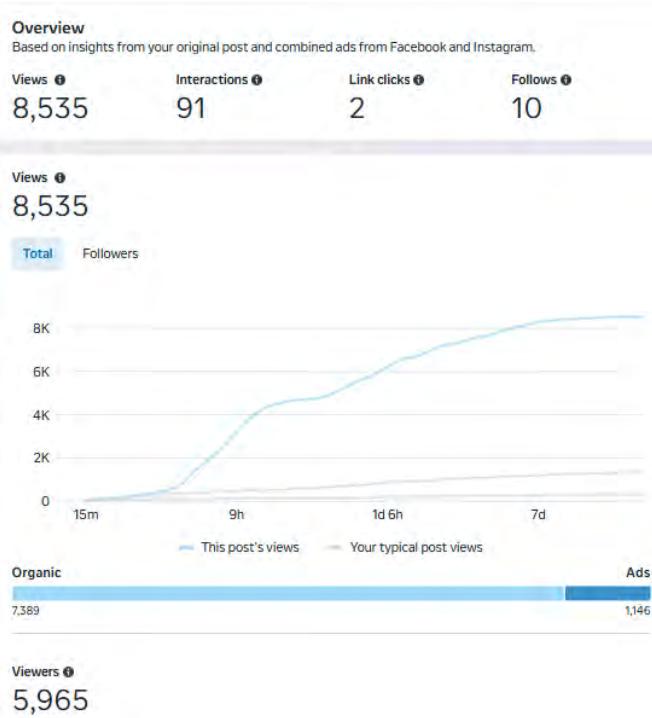
### **Facebook Analytics**

Total Followers: 6,165 (up 35)  
Posts: 34 (25 posts, 9 stories)  
Post Reach (organic and paid): 43,052  
Post Engagement: 423  
(Reactions, Comments, and Shares)

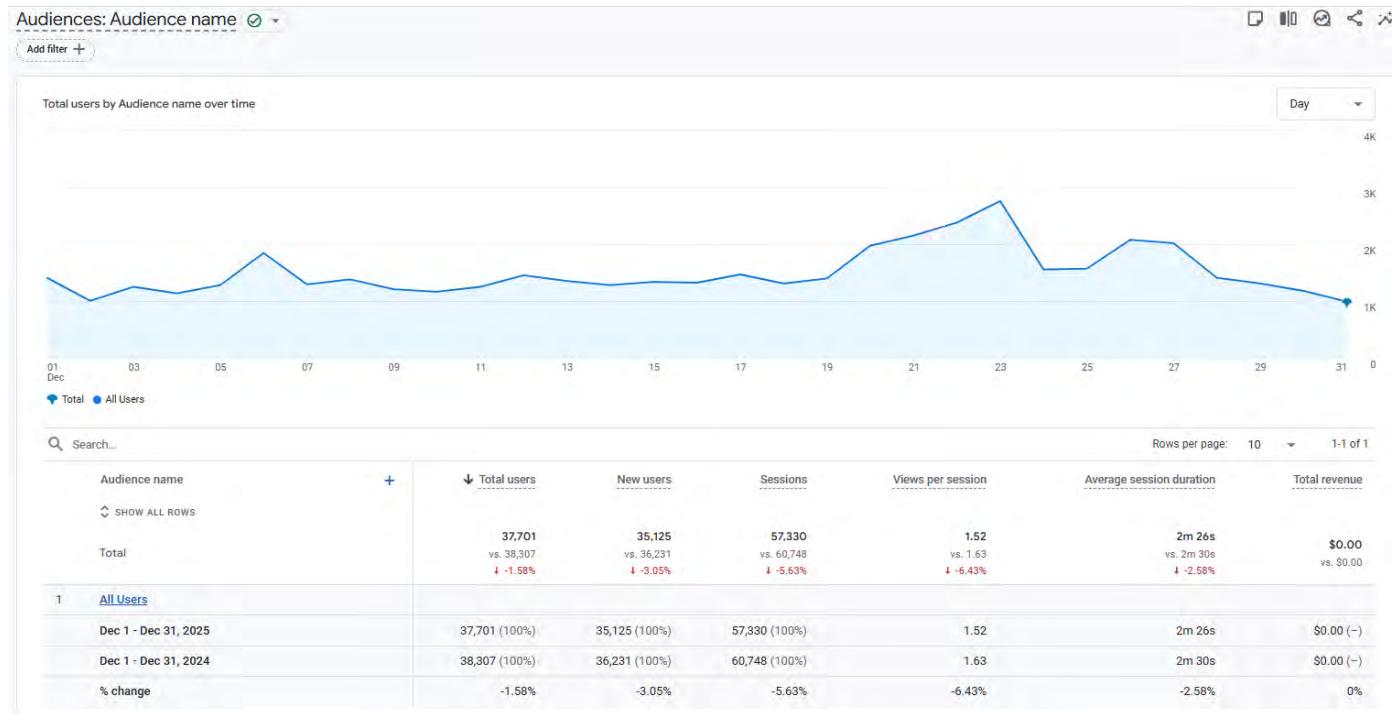
### **Instagram Analytics:**

Total Followers: 3,242 (up 96)  
Posts: 54 (28 posts, 26 stories)  
Post Reach (organic and paid): 2,993  
Post Engagement: 1,208

### **Top Facebook Post**



## December 2025 Website Traffic



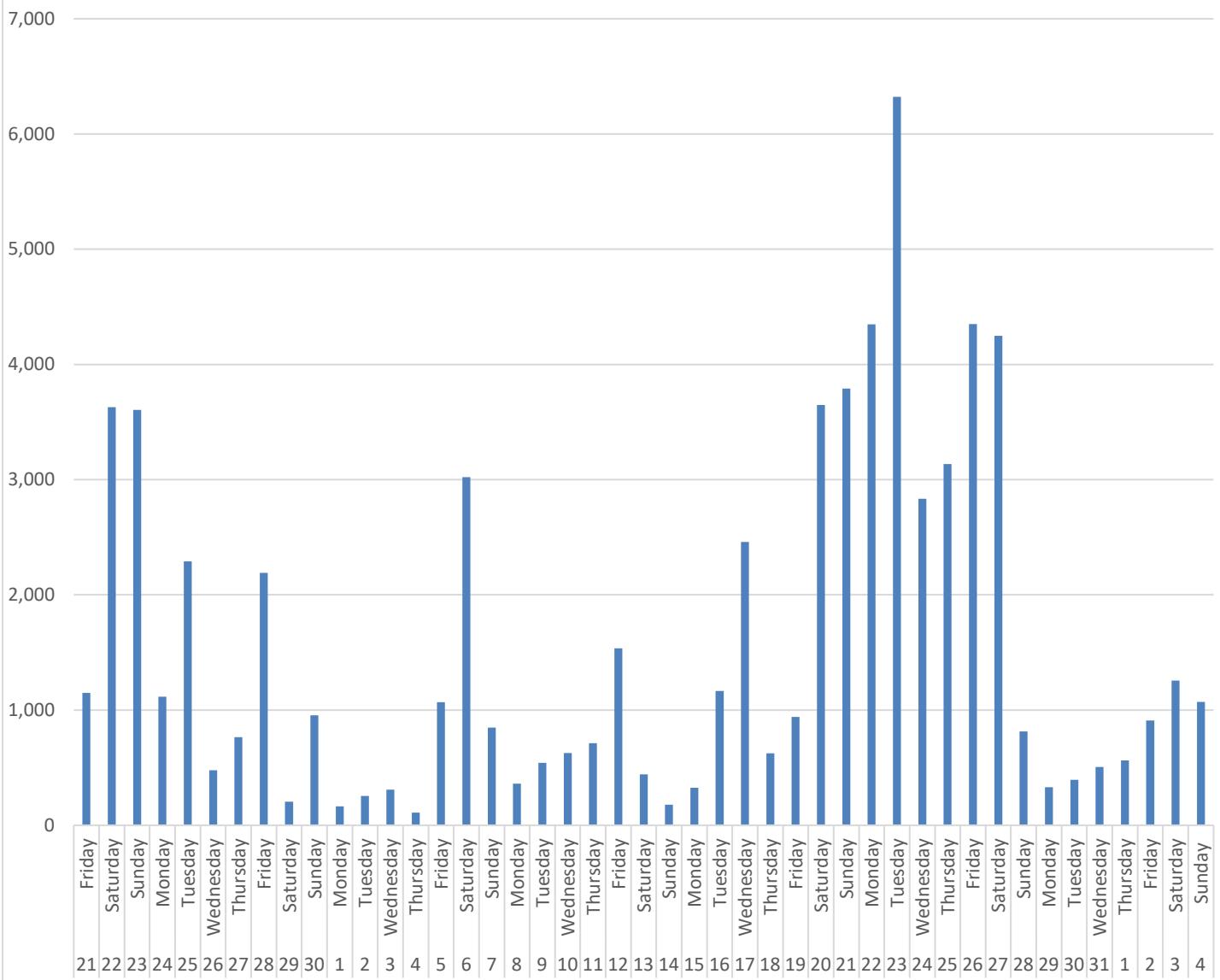
## December 2025 Top Pages

1. /Winter Lights
2. /obparks.org
3. /Cocoa Cabin
4. /Swim Central
5. /Family Recreation Center
6. /Holiday Season Facility Hours
7. /Membership
8. /Central Park West
9. /Programs
10. /Search

## obparks.org Acquisition Value

Referral Percentage Values	Dec 2025	Dec 2024
Direct:	29%	25.1%
Organic Search:	65.5%	68.5%
Social:	2.9 %	4.6%
Referrals:	2.6 %	3%

## Winter Lights at Central Park - Trail Counter





## Oak Brook Park District Facility Statistics and Data

### Facility Rentals

24/25 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Gym Rentals Hours	242	272	259	376	307	400	376	322	448	370	298	313	3,981
Gym Revenue	\$13,287	\$14,079	\$13,610	\$20,647	\$16,279	\$22,172	\$20,101	\$18,352	\$23,661	\$20,107	\$14,936	\$16,608	\$213,837
Room Rentals	21	18	15	19	15	31	21	21	26	14	7	16	224
Room Revenue	\$900	\$520	\$700	\$1,250	\$430	\$1,650	\$1,190	\$2,320	\$2,096	\$1,960	\$230	\$480	\$13,726
CPW Rentals	NA	1	7	8	8	24							
CPW Revenue	NA	\$650	\$3,635	\$3,100	\$3,800	\$11,185							

25/26 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Gym Rentals Hours	288	266	322	286	280	346	312	303					2,402
Gym Revenue	\$14,128	\$15,389	\$18,080	\$16,012	\$15,431	\$19,099	\$17,232	\$16,988					\$132,358
Room Rentals	26	23	17	22	36	46	29	25					224
Room Revenue	\$1,800	\$960	\$630	\$720	\$1,360	\$1,990	\$860	\$2,310					\$10,630
CPW Rentals	7	9	6	9	6	6	7	1					51
CPW Revenue	\$3,595	\$5,875	\$4,790	\$6,876	\$3,925	\$3,700	\$4,500	\$270					\$33,531

Totals	20-21	21-22	22-23	23-24	24-25
Gym Rentals Hours	4,195	4,874	4,379	4,441	3,981
Gym Revenue	\$207,521	\$261,155	\$228,514	\$227,924	\$213,837
Room Rentals	0	10	79	203	224
Room Revenue	\$0	\$700	\$7,355	\$7,335	\$13,726
CPW Rentals	20	73	88	74	24
CPW Revenue	\$12,938	\$48,226	\$54,458	\$50,951	\$11,185

**Athletic Field Usage Report**  
**Evergreen Bank Group Athletic Turf Field**

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
24 - 25	Hours	193	189	127	87	187	199	101	16	5	14.5	88.75	171	1,377
	Revenue	\$8,183	\$9,843	\$73,182	\$3,740	\$6,283	\$8,098	\$5,975	\$16,154	\$383	\$1,448	\$10,495	\$7,615	\$151,397

25 - 26	Hours	202	188	156	204	226	238	120	1					1,335
	Revenue	\$8,123	\$9,483	\$8,215	\$4,983	\$1,645	\$1,205	\$1,338	\$55					\$122,047

Wizards	Revenue				\$ 15,000	\$ 15,000	\$ 15,000	\$ 4,000	\$ -					
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Eclipse	Revenue				\$ 10,000	\$ 10,000	\$ 10,000	\$ 4,000	\$ 4,000					
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**Natural Grass Soccer Fields**

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
24 - 25	Hours	2,054	1,154	421	670	1930	1,753	557	0	0	0	0	1613	10,152
	Revenue	\$16,100	\$9,856	\$67,025	\$6,720	\$7,480	\$11,280	\$1,563	\$8,000	\$0	\$0	\$0	\$10,025	\$138,332

25 - 26	Hours	2,371	1,188	283	906	2,600	2,605	877	0					10,830
	Revenue	\$24,860	\$12,475	\$9,879	\$4,831	\$8,450	\$3,975	\$450	\$0					\$88,420

Wizards	Revenue				\$ 4,000	\$ 4,500	\$ 4,000	\$ 1,000	\$ -					
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Eclipse	Revenue				\$ 3,000	\$ 3,000	\$ 3,000	\$ 1,000	\$ -					
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**Baseball Fields**

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
24 - 25	Hours	411	288	161	75	149	201	0	0	0	0	0	219	1,504
	Revenue	\$7,740	\$9,798	\$3,429	\$3,298	\$5,529	\$7,758	\$0	\$0	\$0	\$0	\$0	\$8,190	\$45,741

25 - 26	Hours	324	276	211	119	246	210	14	0					1,400
	Revenue	\$6,913	\$10,690	\$5,005	\$5,428	\$12,500	\$17,790	\$1,533	\$0					\$59,859

**Totals**

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
24 - 25	Hours	2,658	1,630	709	832	2,266	2,153	658	16	5	15	89	2,003	13,032
	Revenue	\$32,023	\$29,497	\$143,636	\$13,758	\$19,291	\$27,135	\$7,538	\$24,154	\$383	\$1,448	\$10,495	\$25,830	\$335,186

25 - 26	Hours	2,897	1,652	650	1,229	3,072	3,053	1,011	1	0	0	0	0	13,565
	Revenue	\$39,896	\$32,648	\$23,099	\$47,242	\$55,095	\$54,970	\$13,321		\$0	\$0	\$0	\$0	\$266,270



## Oak Brook Park District Facility Statistics and Data

### Outdoor Pickleball Court Rentals

24/25 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Court Rentals	107	108	126	106	104	69	22	2	0	0	6	12	662
Court Hours	294	391	436	421	333	238	103	9	0	0	16	36	2,275
Revenue	\$ 680.00	\$ 660.00	\$ 650.00	\$ 510.00	\$ 260.00	\$ 260.00	\$ -	\$ -	\$ -	\$ -	\$ 70.00	\$ 200.00	\$ 3,290.00

25/26 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Court Rentals	67	170	134	144	84	65	10	0					674
Court Hours	217	310	253	271	161	135	18	0					1,365
Revenue	\$ 610.00	\$ 670.00	\$ 560.00	\$ 430.00	\$ 360.00	\$ 280.00	\$ 30.00						\$ 2,940.00

Totals	23-24	24-25
Court Rentals	821	662
Court Hours	2,326	2,275
Total Revenue	\$3,280.00	\$3,290.00

November 2025

Spring

District	2024 Registration	2025 Registration
Burr Ridge	4	4
Elmhurst	68	73
Hinsdale	21	23
Oak Brook	8	8
Pleasant Dale	1	2
Willowbrook	6	NA
Westchester	6	4
Countryside	3	2
York Center	0	0
Non-resident	6	15
<b>Total</b>	<b>123</b>	<b>131</b>

Summer

District	2024 Registration	2025 Registration
Burr Ridge	3	3
Elmhurst	47	58
Hinsdale	23	23
Oak Brook	7	6
Pleasant Dale	3	3
Westchester	5	5
Countryside	2	3
York Center	0	0
Non-resident	9	13
<b>Total</b>	<b>103</b>	<b>114</b>

Elevate District	Registered Participants
Burr Ridge	4
Elmhurst	5
Hinsdale	5
Oak Brook	3
Westchester	1
<b>Total</b>	<b>18</b>

Currently:  
Mondays – 9  
Tuesdays – 10  
Wednesdays – 12  
Thursday – 12  
Fridays – 12



Fall 2024

District	Registered Participants	Program Totals
Burr Ridge	5	28
Elmhurst	77	359
Hinsdale	22	120
Oak Brook	7	34
Pleasant Dale	2	2
Westchester	5	26
Countryside	2	16
York Center	0	0
Non-resident	16	42
<b>Total</b>	<b>136</b>	<b>627</b>

Fall 2025

District	Registered Participants	Program Totals
Burr Ridge	7	38
Elmhurst	80	380
Hinsdale	25	124
Oak Brook	8	35
Pleasant Dale	3	4
Westchester	7	26
Countryside	3	16
York Center	0	0
Non-resident	15	42
<b>Total</b>	<b>146</b>	<b>665</b>

## Fall 2025

- Elevate – Celebrated 1 year in September!
- 32 Weekly Youth and Adult
- Gators Athletics – Basketball, Bowling and Swimming
- Special Olympic Unified Sports – Bowling and Bags
- 14 Special Events
- Winter Break Camp (2 weeks)

## Gateway Vehicles Update as of 12/09/2025

Vehicle #	Type	Year	Mileage	Maintenance	Plans
298	15p Ford Transit	2019	27,946	None	None
312	15p Ford Transit	2023	25,820	Oil change	None
320	Paratransit Bus Ford E450 15P + WC	2025	5,934	None	None

## **PE Take Over Days**

1 left for 2025! Looking forward to 2026 and beyond!

## **Winter/Spring 2026**

Registration began Monday, December 8 for both winter and spring. Plenty of room is still in all programs. I have a digital copy attached to the email, if agencies could please update their sites or at least send them to Gateway SRA. Summer camp highlights included. Variety of programming offered including floor hockey and flag football. Both are official Special Olympic Illinois recognized team sports that we have never offered before. Very excited for both these sports!

## **November Highlights**

Hollywood Blvd, Chicago Bears Viewing Party, Friendsgiving, Unified Bags Tournament, TR Basketball Tournament - Elevate Shedd Aquarium





# OBJECTIVES AND KEY RESULTS

May 1, 2025 - April 30, 2026

MONTHLY UPDATE DECEMBER 2025

## Accomplish 6 of 6 OKR's: May 1, 2025 – April 30, 2026

“Accomplish” means 2 of 3 subgoals (A,B,C) under each main objective, are completed.

### 1. HOLISTIC WELLNESS

COMPLETE?

- A Create 4 new wellness opportunities to promote community, growth, and reflection.
  - 1. Holistic Home for the Holidays
  - 2. \_\_\_\_\_
  - 3. \_\_\_\_\_
  - 4. \_\_\_\_\_
- B Introduce 2 new cultural dance opportunities.
  - 1. August Fitness Dance Sampler
  - 2. \_\_\_\_\_
- C Involve 25 new participants in Cardio Tennis classes.

New Participants: 25

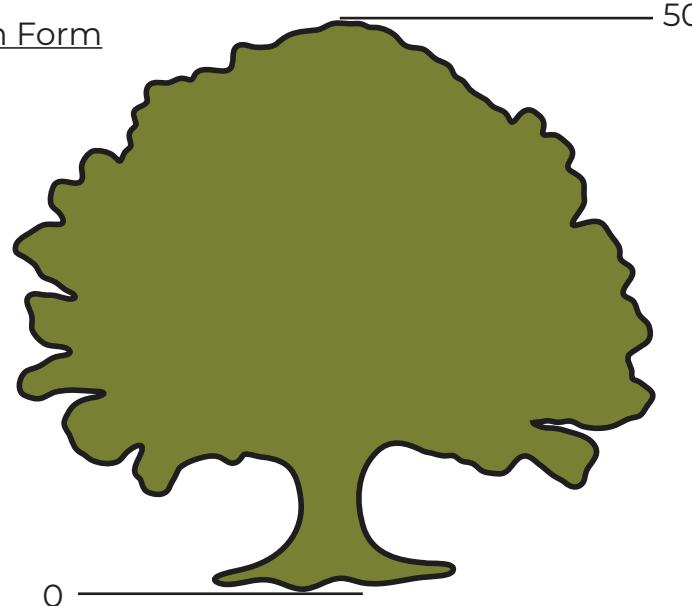
1

25

### 2. ENVIRONMENTAL STEWARDSHIP

COMPLETE?

- A Convert 1 acre of turf grass in parks to natural areas.
- B Convert 5 paper forms from print to digital.
  - 1. Personal Training Inquiry Form
  - 2. FRC Membership Hold/Cancellation Form
  - 3. \_\_\_\_\_
  - 4. \_\_\_\_\_
  - 5. \_\_\_\_\_
- C Plant 50 new trees in the parks.



Oak Brook  
Park District  
A National Gold Medal Agency

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

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# OBJECTIVES AND KEY RESULTS

## 3. INCLUSION

COMPLETE?

A Partner with Gateway for a special inclusive event.  
1. \_\_\_\_\_

B Create 3 new successful inclusive programs.  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

C Complete 25 recommended ADA facility and park upgrades.



1

25

## 4. TEAMWORK

COMPLETE?

A Develop and implement a customer service representative digital passport.  
 B Complete 5 in-house improvement projects with a total of \$10,000 cost savings.

1. Meeting Room/Studios Phones and Digital Signage Installation

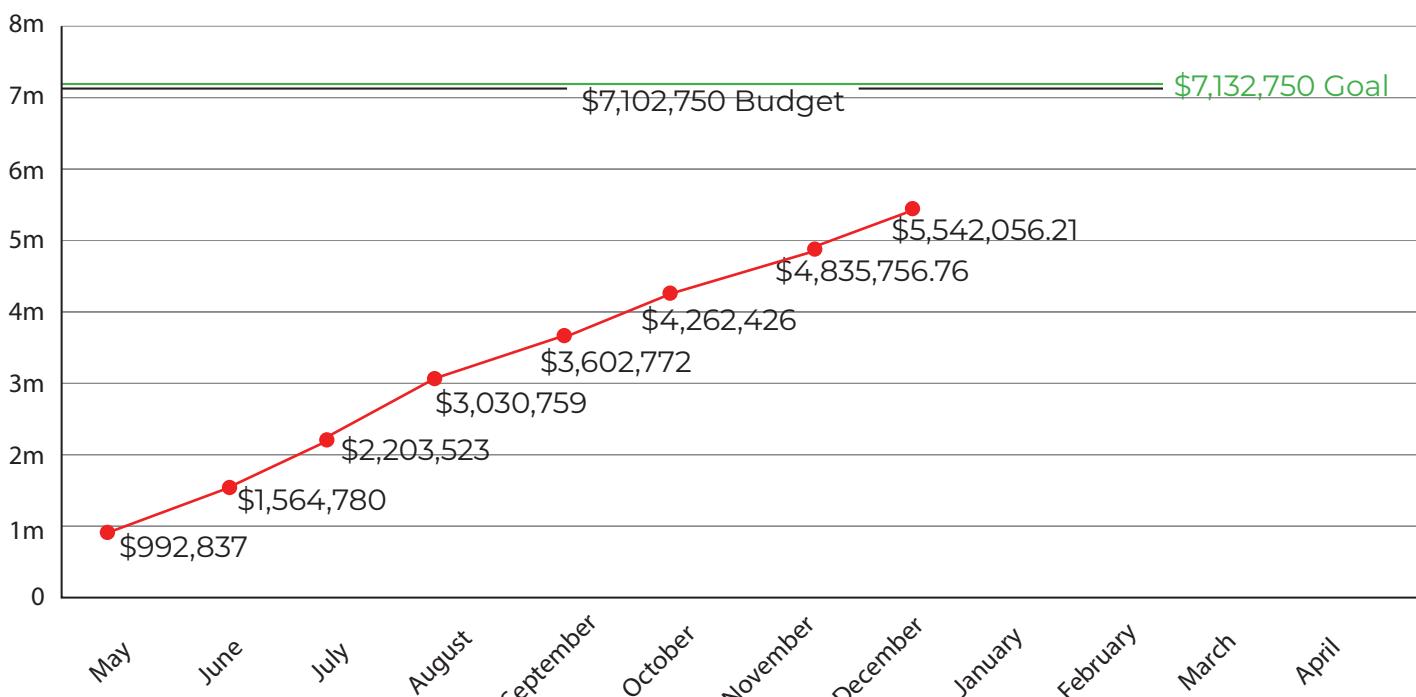
2. Leisure Pool Pump Replacement

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

C Exceed revenue budget by \$30,000 between the General, Recreation, & Tennis Funds.  
(\*Excludes Property and Replacement Taxes, Investment Income, and Overhead Revenue)



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# OBJECTIVES AND KEY RESULTS

## 5. COMMUNITY ENGAGEMENT

COMPLETE?

A Collect feedback from 500 In-District participants through focus groups, public forums, surveys and evaluations. Implement 5-10 recommendations.

1. 25 Residents participated in focus groups discussions
2. Implemented texting registration dates from public forum suggestions
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

B Host two new events for the community to attend without registration fee.

1. Harmony in the Park
1. Veterans Luncheon

C Create a Youth Advisory Task Force and implement 3 recommendations.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## 6. OPEN COMMUNICATION

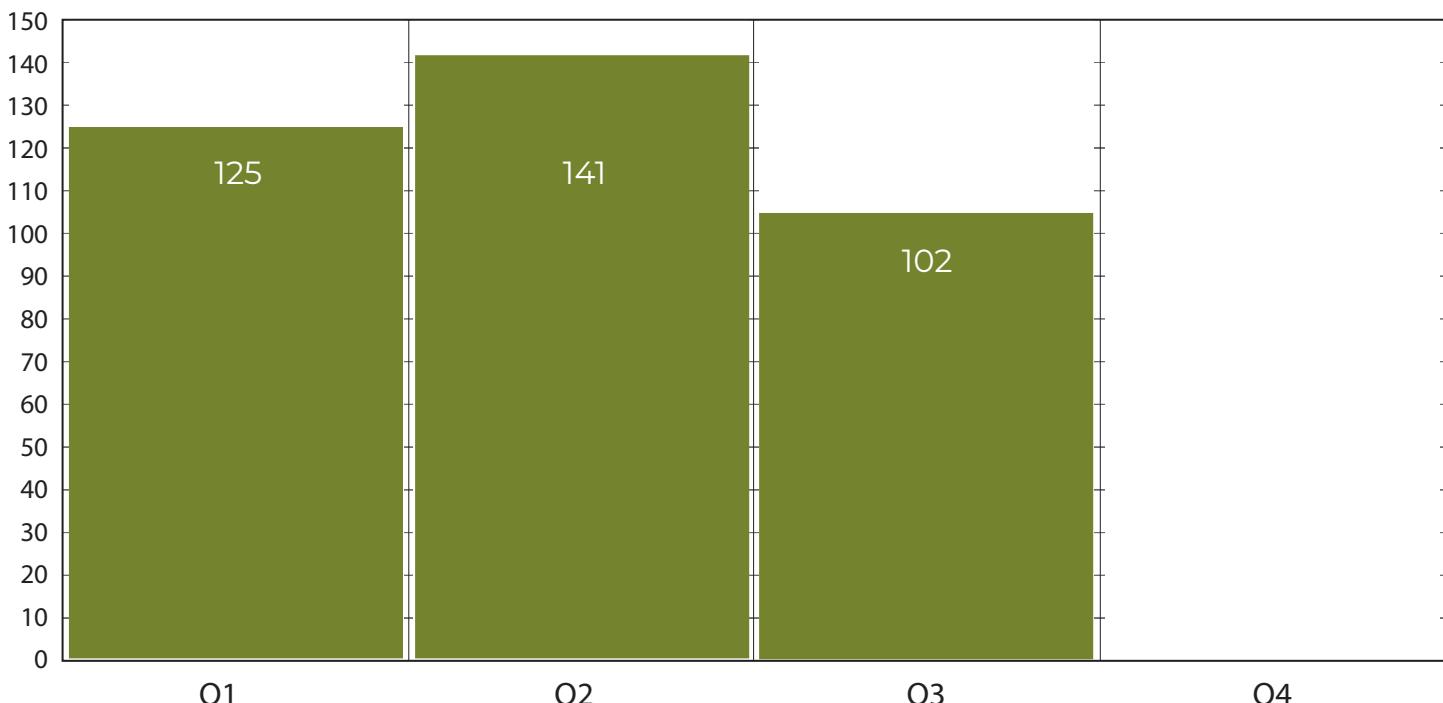
COMPLETE?

A Implement audio recording at Board Meetings.

B Submit Government Finance Officers Association (GFOA) Budget Application and address feedback for resubmission.

C Create an OBPD quarterly newsletter tracking engagement to increase each quarter.

Newsletter Tracking Engagement:



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**May 1, 2025 - April 30, 2026**

<b>Employee Status</b>	<b>Accomplish 6 of 6 OKR's</b>
Part-Time<400 Hours Annually	No Bonus PTO hours
Part-Time 400-999 Hours Annually	Cash payout of 8 PTO hours
Part-Time 1000-1,500 Hours Annually	Cash payout of 16 PTO hours
*CPI & Full-Time 1,501 and Greater Hours Annually	Credit of 24 bonus PTO hours. Hours do not roll forward into the subsequent fiscal year.

\*CPI employees and full-time employees with 20 or more years of service, can elect to receive a pay-out of any bonus PTO hours awarded to them. Each hour is paid out at \$20.00 an hour.



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# Memo

To: Board of Commissioners  
From: Bob Johnson, Deputy Director  
Date: January 12, 2026  
Re: Board Report

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## Parks

- The Community ice rink and sled hill remain closed with unseasonable warm weather. Both sites are inspected during the week, and maintenance is performed as needed.
- Staff are in the process of removing Winter Lights throughout Central Park.
- Staff are completing fleet and equipment inspections, preventative maintenance, and repairs on all fleet vehicles and equipment. This process reduces downtime and delays during the busy spring and summer months.
- Turf Tank brought one of their new field striping robots to Central Park to demonstrate how this new version can also stripe parking lots. Staff are evaluating the cost and benefits of upgrading the existing Turf Tank to this model.

## Aquatics

- The spa leaks were identified and repaired. The equipment failure was unforeseen and unfortunate, however staff did an excellent job securing the correct resources and professionals to make the repairs.
- Aquatics hosted a manager development in-service to kick off the winter/spring season which included a presentation from the StarGuard Elite Chicagoland Representative. The in-service included a comprehensive review of the pool zones, the manager roles and responsibilities, and addressed customer service expectations to ensure a safe, efficient, and compliant operation.
- Swim lesson instructors kicked off the winter break with an in-service to review swimming levels, report card administration, customer service, and class management.
- Instructors hosted 15 swimmers that registered for the Custom Private Lessons which are specifically tailored to the swimmer's skill level and goals to improve technique and confidence. The first winter registration will welcome 455 swimmers to Swim Central for the group Learn-To-Swim program.

## Facilities and Maintenance

- The elevator modernization project is nearing completion. The elevator has been returned to service. Cab Works is performing the interior cab renovation (Scheduled 1/14-1/16). Once complete, the elevator will be recalibrated for alignment with the new interior components.
- The front vestibule water fountain was replaced with a new ADA fountain and bottle filler. This item was identified on the 2024 ADA transition plan. Staff completed the project in-house.
- The annual inspections of the fire alarm systems have been successfully completed.

- The facilities team completed preventative maintenance on all variable air volume (VAV) units throughout the Family Recreation Center. The vav devices control HVAC airflow to specific rooms in the facility depending on demand.
- The Custodian Team brightened the Family Recreation Center lobby with holiday decorations throughout the season. It creates an inviting atmosphere spreading seasonal cheer for all ages. A new addition this year is the snowman that encourages patrons to share what brings them joy or what goals they have in the new year.
- Two new cubicles were installed at the Family Recreation Center Front Desk for the Facility Manager and Registration Coordinator. The upgraded space improves organization, workflow, and staff comfort, leading to more effective operations and better service.
- All locker rooms at the Family Recreation Center have new carpet squares. The previous flooring was eight years old, and due for replacement. The new flooring is significantly more moisture and odor resistant, which will improve the patron experience.
- The Custodian Team completed thorough carpet cleaning in the ABC Preschool rooms to maintain a high standard of cleanliness and sanitation. This ensures a welcoming learning environment for the second semester.
- The Facility Team is hosting a donation drive for Hope's Front Door through February. This DuPage nonprofit organization gathers and distributes essential items to help individuals and families achieve stability, such as toiletries, diapers, toothpaste, soap, and shampoo.
- Staff are working with Kluber Architects on ways to redesign the entrance to Fit Central for an improved guest experience.



## Oak Brook Park District

2025 Membership Package Data																				
	January					February					March					April				
	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate
Central Park Campus	33	1	35	69	49%	39	3	41	83	51%	38	1	38	77	51%	38	1	37	76	51%
Family Recreation Center	678	168	939	1785	47%	678	143	946	1767	46%	659	168	919	1746	47%	659	170	919	1748	47%
SilverSneakers	262		1095	1357	19%	273		972	1245	22%	287		1012	1299	22%	288		1038	1326	22%
Renew Active	99		377	476	21%	102		320	422	24%	104		342	446	23%	107		352	459	23%
Total Memberships	1072	169	2446	3687	34%	1092	146	2279	3517	35%	1088	169	2311	3568	35%	1092	171	2346	3609	35%
	May					June					July					August				
	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate
Central Park Campus	38	1	37	76	51%	38	1	37	76	51%	39	1	36	76	53%	38	3	31	72	57%
Family Recreation Center	671	166	923	1760	48%	681	163	954	1798	47%	690	167	954	1811	47%	685	159	949	1793	47%
SilverSneakers	293		1058	1351	22%	295		1092	1387	21%	304		1119	1423	21%	310		1149	1459	21%
Renew Active	107		367	474	23%	109		380	489	22%	111		390	501	22%	114		396	510	22%
Total Memberships	1109	167	2385	3661	35%	1123	164	2463	3750	34%	1144	168	2499	3811	34%	1147	162	2525	3834	34%
	September					October					November					December				
	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with Corporate
Central Park Campus	36	1	31	68	54%	38	1	32	71	55%	39	3	27	69	61%	39	4	30	73	59%
Family Recreation Center	673	151	954	1778	46%	687	153	956	1796	47%	698	160	963	1821	47%	701	158	970	1829	47%
SilverSneakers	316		1143	1459	22%	317		1194	1511	21%	321		1215	1536	21%	327		1263	1590	21%
Renew Active	114		438	522	22%	114		414	528	22%	114		418	532	21%	116		430	546	21%
Total Memberships	1139	152	2566	3857	33%	1156	154	2596	3906	34%	1172	163	2623	3958	34%	1183	162	2693	4038	33%
2024 Membership Package Data																				
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec								
Total CPC Memberships	70	71	72	74	78	74	74	73	76	75	78	78								
Total FRC Memberships	1240	1313	1361	1407	1470	1501	1515	1506	1527	1594	1618	1638								
Total SilverSneakers	735	785	818	855	888	918	953	1008	1040	1075	1096	1119								
Total Renew Active	240	256	280	294	305	320	328	337	350	362	377	390								
Total Memberships	2285	2425	2531	2630	2741	2813	2870	2924	2993	3106	3169	3225								
In-District	33%	33%	32%	32%	32%	32%	32%	31%	31%	31%	31%	31%								
Out-of-District	67%	67%	68%	68%	68%	68%	68%	69%	69%	69%	69%	69%								



## Oak Brook Park District

First on the 1st

2026 First on the 1st Data						
	January	February	March	April	May	June
	In District					
Daily Fee	0					
Central Park Campus						
Family Recreation Center	3					
	July	August	September	October	November	December
	In District					
Daily Fee						
Central Park Campus						
Family Recreation Center						



## Oak Brook Park District

### Aquatic Usage/Financial Report

#### Parties and Rentals

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
24-25	Uses	28	59	42	10	15	25	22	21	32	35	36	34	359
	Parties	\$11,844	\$19,665	\$12,626	\$2,879	\$8,091	\$8,646	\$8,591	\$8,830	\$11,417	\$13,355	\$11,043	\$9,874	\$126,861
	Rentals	\$3,124	\$13,558	\$11,442	\$870	\$1,425	\$3,963	\$3,190	\$1,638	\$5,088	\$4,118	\$8,282	\$7,330	\$64,028
	TOTAL	\$14,968	\$33,223	\$24,068	\$3,749	\$9,516	\$12,609	\$11,781	\$10,468	\$16,505	\$17,473	\$19,325	\$17,204	\$190,889

25-26	Uses	36	51	41	24	27	24	24	21					248
	Parties	\$15,467	\$19,622	\$12,100	\$9,658	\$11,728	\$9,922	\$10,066	\$9,590					\$98,153
	Rentals	\$5,050	\$10,722	\$11,140	\$1,570	\$1,415	\$3,260	\$5,104	\$3,310	\$0	\$0	\$0	\$0	\$41,571
	TOTAL	\$20,517	\$30,344	\$23,240	\$11,228	\$13,143	\$13,182	\$15,170	\$12,900	\$0	\$0	\$0	\$0	\$139,724

#### Swim Lesson

FY	Season	SUMMER	FALL	W/S	TOTAL
24-25	Registrations	835	882	918	<b>2,635</b>
	Private	\$36,882	\$33,024	\$42,898	<b>\$112,804</b>
	Group	\$55,371	\$61,670	\$72,217	<b>\$189,258</b>
	TOTAL	<b>\$92,253</b>	<b>\$94,694</b>	<b>\$115,115</b>	<b>\$302,062</b>

#### Swim Team

FY	Season	SUMMER	FALL	WINTER	SPRING	TOTAL
24-25	Registrations	40	72	71	52	<b>235</b>
	Revenue	\$10,147	\$21,376	\$17,932	\$10,166	<b>\$59,621</b>
25-26	Registrations	42	69	52		<b>163</b>
	Revenue	\$9,432	\$27,668	\$13,528		<b>\$50,628</b>

25-26	Registrations	821	832	458	<b>2,111</b>
	Private	\$46,433	\$46,167	\$35,219	<b>\$127,819</b>
	Group	\$42,659	\$68,613	\$48,475	<b>\$159,747</b>
	TOTAL	<b>\$89,092</b>	<b>\$114,780</b>	<b>\$83,694</b>	<b>\$287,566</b>

Unfinished Business



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: EXTENSION OF CONTRACT FOR AUDIT SERVICES  
WITH LAUTERBACH & AMEN**

**AGENDA NO.: 8A**

**MEETING DATE: JANUARY 19, 2026**

STAFF REVIEW:

Finance Manager Nicole Lawler:

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

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

The Accounting Firm of Lauterbach & Amen, LLP (L&A) was initially engaged to provide audit services for three years beginning FY 14/15. Their contract was extended for two years in 2018 and for an additional three years in 2020.

An RFP-Audit Services was sent to eight local Public Accounting Firms in 2023. Three firms submitted a proposal, four firms declined to submit a proposal, and one firm did not respond. L&A was the lowest bidder and was the only responding firm able to provide the actuarial services we had requested. A summary chart of the proposals received is attached.

The proposal from L&A was accepted by the Board for a three-year engagement, with an additional two-year option. As requested by the Board, an entirely new audit team was assigned to the District's audit, with this most recent three-year contract.

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

Our prior experience has shown that Lauterbach & Amen, LLP is capable, thorough, and provides quality services. Remaining with our current auditors will also prove beneficial should we transition to a fiscal year ending December 31st. Staff recommendation is to extend the contract for audit services for one additional year; through fiscal year ending April 30, 2026.

### **ACTION PROPOSED:**

A Motion (and a Second) to approve an extension for audit services contract with Lauterbach & Amen through fiscal year ending April 30, 2026.

Oak Brook Park District 2023 RFP for Multi-Year Audit Services

Annual Financial Report, Comptrollers Report, GFOA award assistance, and Foundation 990 tax return preparation						
Firm Name	Year 1	Year 2	Year 3	Year 4 (option)	Year 5 (option)	5 Year Total
Lauterbach & Amen	\$ 17,220.00	\$ 17,730.00	\$ 18,240.00	\$ 18,750.00	\$ 19,360.00	\$ 91,300.00
Selden Fox	\$ 22,500.00	\$ 23,950.00	\$ 25,500.00	\$ 26,250.00	\$ 27,000.00	\$ 125,200.00
Sikich LLP	\$ 29,050.00	\$ 30,505.00	\$ 32,030.00	\$ 33,630.00	\$ 35,310.00	\$ 160,525.00

Single Audit Pricing (if required)						
	2023	2024	2025	2026	2027	5 Year Total
Lauterbach & Amen	\$ 4,000.00	\$ 4,100.00	\$ 4,200.00	\$ 4,300.00	\$ 4,400.00	\$ 21,000.00
Selden Fox	\$ 5,000.00	\$ 5,250.00	\$ 5,500.00	\$ 5,725.00	\$ 6,000.00	\$ 27,475.00
Sikich LLP	\$ 4,500.00	\$ 4,725.00	\$ 4,960.00	\$ 5,205.00	\$ 5,465.00	\$ 24,855.00

Actuarial Valuation (alternating full/partial)						
	2023	2024	2025	2026	2027	5 Year Total
Lauterbach & Amen *	\$ 2,750.00	\$ 930.00	\$ 2,970.00	\$ 1,000.00	\$ 3,210.00	\$ 10,860.00

Recent client references	
Lauterbach & Amen	Elmhurst, Glen Ellyn, Itasca, Carol Stream
Selden Fox	Bartlett, Hanover Park, Kenilworth, Roselle, Westchester
Sikich LLP	Fox Valley, Rockford, Naperville, Downers Grove

\* L&A is the only responding firm to provide Actuarial services



## Oak Brook Park District

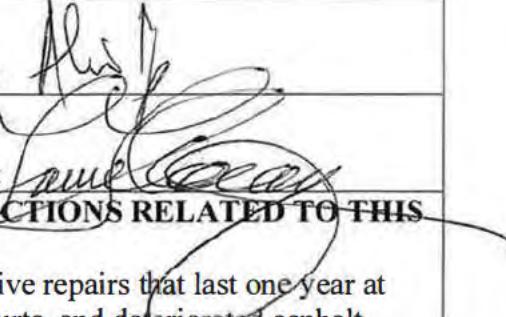
### BOARD MEETING

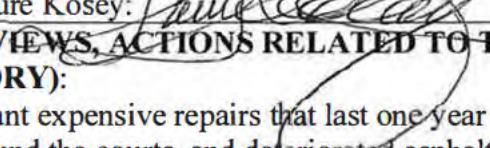
#### AGENDA ITEM – HISTORY/COMMENTARY

**ITEM TITLE: TENNIS CENTER OUTDOOR TENNIS COURTS REBUILD PROJECT**

**AGENDA NO.: 8B**

**MEETING DATE: JANUARY 19, 2026**

STAFF REVIEW: Superintendent of Enterprise Operations, Alin Pop: 

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey: 

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

The outdoor tennis courts exceeded their life span and require constant expensive repairs that last one year at most before reappearing. This is due to poor drainage under and around the courts, and deteriorated asphalt, concrete, and stone sub-base. The project was delayed for one fiscal year to maximize available funds.

Staff initially recommended optimizing the layout and expanding to 12 courts. Due to the high costs staff are now recommending rebuilding the existing 8 outdoor tennis courts utilizing the current layout.

Currently the outdoor tennis courts are directly responsible for approximately \$250,000 annually in summer camp revenue and indirectly for an estimated \$180,000 from fall and spring programming revenue. There is approximately \$125,000 operational profit per year from the summer camps and an estimated \$50,000 from the fall and spring programming.

The project is part of the Master Vision and Strategic plan and has tennis members and community support.

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

The outdoor tennis courts rebuild is an investment in infrastructure that will allow the park district to continue offering quality programs and events on the outdoor tennis courts.

##### Anticipated tennis court project costs:

- Base bid [REDACTED]
- 15% design and construction contingency [REDACTED]
- A&E fees (plus permit fees to be added) [REDACTED]
- Alternate #1 light poles and fixtures on two southeast courts [REDACTED]

\*The tennis court project alternate bid is for lighting two of the tennis courts. The alternate part of the project will only be pursued if the project contingency funds are not used or if a grant from the USTA (valued up to \$200,000) is secured. If the alternate bid is accepted staff plans to complete the alternate project in the following 2027-2028 fiscal year.

The Enterprise Fund is projected to have an unrestricted fund balance of [REDACTED] in April 2026, which will provide the necessary funds to complete the project.

Also included in the proposal from Upland Design are professional fees associated with the development of six new pickleball courts to the west of the Central Park West facility, and to replace and expand the existing parking lot at this facility. The expanded parking will serve the pickleball courts, the Central Park West facility, and the surrounding athletic fields. The anticipated costs for these improvements are outlined as follows:

Anticipated pickleball and expanded parking project costs:

- Base bid [REDACTED]
- 15% design and construction contingency [REDACTED]
- A&E fees [REDACTED]

Upland Design's proposal for professional architectural and engineering fees includes an option (alternate) to include the professional services through project completion for the pickleball and parking lot expansion for an additional fee of [REDACTED]. This cost is applicable if the tennis and pickleball + parking projects are designed, permitted, bid, and the projects commence in the same mobilization. If the pickleball + parking project is designed, permitted, bid, and commences outside of the tennis court project timeline, the professional fee will increase to [REDACTED]

**ACTION PROPOSED:** A Motion (and a Second) to approve commencing with the tennis courts rebuild and the pickleball and parking lot expansion projects for fiscal year 2026-2027, by approving the base proposal of [REDACTED] and the alternate proposal of [REDACTED] from Upland Design Ltd., and approving a contract between the Oak Brook Park District and Upland Design, Ltd. for professional architectural and engineering services for a total cost not-to-exceed [REDACTED].



## Central Park Tennis Court Renovation - No Detention

### Alternate: Pickleball Courts and Parking Expansion

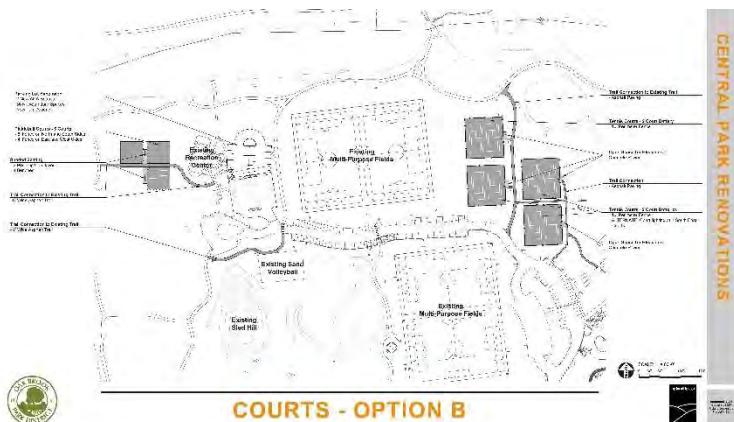
January 13, 2026

Oak Brook Park District

**Project Overview:** Central Park is 105-acre park located at 1450 Forest Gate Drive in Oak Brook, Illinois. This community park is a hub of recreation and contains both indoor and outdoor facilities. The Park District has determined that the ageing tennis courts need to be completely rebuilt in place with new fencing, asphalt, color coat and support features. In addition, the Park District is considering adding six pickleball courts and expanding nearby parking to serve the pickleball courts.

#### Base Design Work

- Tennis Court: 8 New Courts where 8 Exist Now
- Existing Shelter to Remain
- Renovate Asphalt Walking Trails to Connect with Existing Parking, Park Trails and Courts while meeting ADA where terrain allows
- Conduit for Power, Cameras, Scoreboards, or Displays at locations to be determined by the Owner at the East 4 Tennis Courts
- Lighting/Wiring of 2 Southeast Courts as a Bid Alternate
- Conduit and boxes Under West Courts for future lighting along with Future Score Boards/Cameras as Bid Alternate
- Best Management Practice: Rain Garden with Native Plantings or similar feature
- Landscape Plantings and Lawn Restoration



**Alternate Design Work:** If the Oak Brook Park District chooses, the following work can be added to the base tennis court design work:

- Six New Pickleball Courts
- Asphalt Trail to Courts
- Concrete Pad with Seating and Shade at Courts Best
- Management Practice: Rain Garden with Native Plantings or similar feature
- Removal of Old Basketball/Pickleball Paving
- Parking and Drive Expansion to North
- Landscape Plantings and Lawn Restoration

The net new impervious area will be under the 25,000 SF threshold for the tennis project and also for the proposed six or eight pickleball courts with expanded parking. Because of this, stormwater detention is not expected to be required, while a rain garden/Best Management Practices (BMP) will be required and is included in the scope below.

**Project Scope:** Upland Design Ltd, park planners and landscape architects along with civil engineers at Engineering Resource Associates (ERA), and electrical engineers at IMEG Corporation, proposes to assist the Park District with the design development, construction documents, permitting, bidding, and construction administration to facilitate the renovation of Central Park tennis courts. An approximate timeline for each package is indicated at the end of the scope, and actual dates will be set to accommodate Park District needs. The project is to be implemented through public bidding and construction by a general contractor.

**Survey and Soil Borings:** The Oak Brook Park District will have a new topographic survey completed of the areas of the park that will be affected along with soil borings and a geotechnical report of the borings. The final soil boring location map will be coordinated with the design team and include infiltration testing, if needed for BMPs. In addition, the Park District will share a boundary survey for submission with permit applications.

**Kick Off Meeting and Site Visit:** A kick-off meeting and site visit will take place with the Oak Brook Park District and the design team. The design team will review the topographic survey with existing conditions, along with existing electrical panels and service. In addition, any current existing park tree data will be shared and the design team will review existing trees in the construction zone.

**Wetland Delineation and Report**— The project site contains known wetlands that need to be identified and delineated given that the wetland boundary was previously located greater than two years ago. No direct or indirect wetland impacts are anticipated for this project. Impacts to wetland buffers are anticipated and will be addressed during the design and permitting phase of the project. The project is proposed to be bid under a single contract. The funding for the project has not been fully identified. Federal funds are not anticipated to be used nor are they included in the scope of services.

The wetland determination performed for the project will review the areas within the project limits in addition to 100 feet beyond the project limits. If present, wetland areas will be staked by pin flag and/or marking tape labeled “wetland”. The wetland delineation task will include preparation of a delineation report containing:

- A. Field marking of wetland edges and mapping.
- B. U.S. Army Corps of Engineers (USACE) data forms;
- C. Documentation of verification of threatened and endangered species consultation with appropriate federal and state agencies
- D. Documentation of verification of wetland boundary through consultation with a DuPage County wetland specialist;
- E. Aerial map exhibit of site showing approximate locations of data sampling points and wetland boundaries.
- F. Floristic Quality Assessment;

## **Design Development to 50% Construction Plans**

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The design team will prepare design development plans based on the existing eight courts remaining in their approximate locations. An updated cost estimate will be prepared to align with the plans for each review meeting. The following planning will take place as the team moves toward detailed design plans.

**Tennis Court Design:** The fencing, pavement profiles, net systems, seating, color choices, and underdrainage will be prepared for Park District review and final selection.

**Alternate: Pickle Courts and Parking Expansion:** The pickleball will include all new paving, fencing, net systems seating, shade options, color choices and underdrainage. The parking will include removal of old paving at former basketball courts and installation of parking lot paving, striping and signage.

**Floodplain Compensatory Storage Design:** Regulatory floodplain may be impacted by the project; it is anticipated that compensatory floodplain storage will be needed and that storage will be able to be provided within the park limits. The project and compensatory storage area per the current master plan will not impact floodway. ERA will design the required floodplain compensatory storage facility sized according to the volume of fill shown on the proposed design. The preferred location(s) of the compensatory storage basin will be presented to the design team and the Park District for approval prior to detailed design and plan preparation. No development will occur within the floodway locations near the existing ponds or Ginger Creek. As such, floodplain and floodway modeling and calculations are not included in this scope.

**Preliminary BMP Design:** ERA will prepare preliminary calculations BMP volume required for the tennis courts and as an alternate the pickleball courts. Upon initial determination, ERA will review potential site placement for these features and submit for consideration. It is anticipated that up to two areas will be considered for BMP basins. Preliminary storm sewer calculations will be performed to verify pipe sizing. Runoff Volume Reduction (BMP) required and proposed volumes will be calculated. The information will be summarized in a preliminary stormwater report. The report will also include a section describing existing wetlands and wetland buffer impacts.

**Electrical and Lighting:** Electrical and lighting is desired for the tennis courts to be bid as alternates. No lighting is proposed at the pickleball courts nor the parking lot. The design will be completed by electrical engineers at IMEG Corporation. The general electrical engineering scope includes the following:

- Removal and/or re-use of existing electrical work (lighting, power distribution, etc.) as necessary to accommodate the new work
- Extension of existing electrical service(s) serving the site to new loads. It is assumed that the existing services and power distribution have adequate capacity to serve the new loads. Design of a new incoming service is not included in the base fees
- New sports lighting and controls for two tennis courts and distribution/control cabinets, located in the adjacent building, if possible. A freestanding equipment enclosure will be designed for the site if electrical equipment cannot be located in the building
- New sports lighting and controls for the east 2 tennis court group. Sports lighting and controls will be based on products by Musco Lighting, but not sole specified. Distribution/control cabinets for tennis court lighting will be located in the adjacent building, if possible. Equipment will be installed in a freestanding enclosure on the site if it cannot be located in the building.
- Empty conduit for future sports lighting and controls to the west 4 and northwest two tennis court groups. This will require a partial sports lighting design for the courts in order to determine pole locations and necessary conduit sizes.

- Power for cameras, scoreboards, or displays at locations to be determined by the Owner at the east 4 tennis court group. An alternate bid may be designed for sleeves, conduit and boxes only.
- Conduit and boxes for future cameras, scoreboards, or displays at locations to be determined by the Owner at the west 4 tennis court group.
- Power distribution and grounding for all electrical work

**Review Meetings:** Two review meetings will be scheduled to discuss the design development plans, and BMP's designs and electrical layout. Input from the Park District will guide plan adjustments. The preliminary BMP design will be shared with the Village of Oak Brook in order to garner comments and input on the chosen design prior to permit submittal. (2 meetings; 1 virtual & 1 in-person meeting)

### **Construction Documents to 100% Completion**

Based on the approved design development plans, the Upland Design team will prepare a set of construction plans, specifications and bid proposal for public bidding. Construction documents will address the following:

- Existing Conditions and Removal
- Layout/Geometric Plan
- Grading and Drainage
- Stormwater Pollution Prevention Plan (SWWP)
- BMP Cross Sections
- Stormwater Utility Plan
- Electrical Plan
- Landscape Plantings & Restoration
- Construction Details
- General and Technical Specifications
- Bid Proposal Form

The specifications will cover each area of construction. The design team will complete the construction documents to 100% complete in preparation for permit submission.

**Review Meetings:** A virtual review meeting at 75% and an in person meeting at 90% complete construction documents will take place with Oak Brook Park District staff. An estimate of construction costs will be updated for each review meeting. Comments from the meetings will be incorporated into the documents. (2 meetings; 1 virtual & 1 in-person meeting)

### **Permit Submission**

A pre-permit virtual meeting with the Village of Oak Brook will be scheduled as early as possible to discuss the project and gain input from the Village. Permits submittals will be prepared and submitted for the following:

- Village of Oak Brook – Site Development Permit
- Village of Oak Brook– Stormwater Management Report/SWP  
PP
- USACE – No Permit Required (NPR) Letter Submission
- IEPA Notice of Intent

- EcoCAT
- Illinois Historic Preservation Agency (excluding archeological report preparation)

In addition, coordination with the Oak Brook Fire Department will take place, as needed. In preparation for the above permits the following will be prepared:

**Best Management Practices (BMP) Calculations and Design:** Based upon the review comments from the Village related to Preliminary Engineering, a final stormwater management report will be prepared including a detailed BMP design with volume calculations, hydraulic grade line exhibits, compensatory storage calculations, watershed drainage exhibits and storm sewer capacity calculations. The document will be assembled with a table of contents and narrative sections associated with each tabbed section of the report. The Stormwater Management Report will be submitted to the Village for review.

**Not Included:** Ginger Creek extends through Central Park north of the proposed improvements. Impacts to the regulatory floodway are not indicated on the concept plan and are not anticipated for this project. Therefore, they are not included in the scope of work. No development will occur within the floodway locations near the existing ponds or Ginger Creek. As such, floodplain and floodway modeling and calculations are not included in this scope. Wetland mitigation is not expected and is not included.

If the project scope expands or it is later found that additional permits are required or studies needed based on permit comments, additional professional scope and associated fees will be discussed with the Park District.

**Permit Resubmissions:** Two resubmittals of permit plans are included in the scope of services. Additional resubmittals will be completed at the hourly rates listed herein.

**Bidding:** The bidding documents will be distributed through Accurate Repro who will provide both digital and paper copies as requested by bidders. Upland Design will contact contractors with an invitation to bid. The Park District will place the legal ad in a local paper and perform any other procedure as required by local purchasing policies. Upland Design will be available to answer questions during bidding and will be present at the bid opening. The Park District will host and lead the bid opening and share the results so Upland Design can check bids for math accuracy and review the bids with staff. If necessary, references will be contacted and a letter summarizing bidding results will be written.

**Contract Preparation:** Once the Board reviews and awards the project, Oak Brook Park District with their attorney will prepare the contract between the Park District and the selected Contractor.

## **Construction Administration**

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Upon the award of a contract, Upland Design and our design team will assist during construction. Park District staff will make additional site visits during construction. The design team will perform the following:

- Review and assist with contractor submittal review, field orders, change orders, and clarifications
- Site Visits will include:
  - Upland Design Ltd: Up to 22 Site Visits and 2 Punch List Visits
  - Engineering Resource Associates: 3 Site Visits and 1 Punch List
  - IMEG Corporation: 1 Site Visit and 1 Punch List Visit
- Review and comment on contractor provided closeout documents including warranties, manuals, and as-built drawings. As-built Review will be completed one time. If additional as-built reviews are required, these reviews will be charged at hourly rates.
- Contractor pay applications will be reviewed by Upland Design Ltd prior to forwarding to the Park District.

- Certified Payroll will not be reviewed or retained by Upland Design Ltd.

**Alternate Pickleball and Parking Lot Expansion:** Eight additional site visits will be added if the pickleball and parking lot expansion are included.

Upland Design and their subconsultants shall have the authority to act on behalf of the Park District only to the extent provided in this Agreement. The Firm shall not have control over, charge of, or responsibility for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the construction work, nor shall the Firm be responsible for the Contractor's failure to perform the construction work in accordance with the requirements of the Contract Documents.

**Suggested Timeline:**

Description	Start Date	Estimated Completion Date
Topographic Survey*	February 2026	March 2026
Soil Borings*	February 2026	March 2026
Design Development (50%)	February 2026	April 2026
Construction Documents (100%)	May 2026	June 2026
Permitting	May 2026	August 2026
Bidding	June 2026	July 2026
Construction	Begin August 2026	To Be Determined

\* Topographic Survey and Soil Borings are outside of this scope of work but need to be completed for design team to undertake the project.

## **Professional Fees**

The following professional fees are lump sum for the work described in for professional services by Upland Design Ltd, along with ERA Civil Engineering, and IMEG Corp:

Wetland Delineation	[REDACTED]
Design Development to 50% Construction Documents	[REDACTED]
Construction Documents to 100% Complete	[REDACTED]
Permitting	[REDACTED]
Bidding	[REDACTED]
Construction Observation	[REDACTED]
<u>Construction Observation</u>	Hourly
Subtotal Professional Fee	[REDACTED]
Hourly Professional Fee Contingency *	[REDACTED]
<b>Total Professional Fees</b>	[REDACTED]

**Alternate Pickleball and Parking Lot Expansion:** The following fees include additional scope for Upland Design and Engineering Resources Associates to undertake the design of six pickleball courts, trails, seating, shade and expansion of existing parking. This fee is based upon inclusion of this option at the same approval as the tennis courts so that meetings, plan development, permitting and construction will all take place as one project. [REDACTED] (fee would increase to [REDACTED] if the alternate work commences at a later date).

**\*Hourly Professional Contingency allowance is for added permit submissions, or re-review of as-builts if submission does not meet permit requirements,**

### **Reimbursable Costs:**

Reimbursable items will include plotting and printing of drawings at the direct cost to Upland Design Ltd and tolls and mileage reimbursement at the current IRS reimbursement rate. Additional Site Visits can be requested by the Park District for a lump sum cost of \$860 per visit (including site visit report).

**Excluded Services:** Scope of services set forth in previous pages are included in the scope. The Firm and sub-consultants will not be responsible for the following: Hydrologic/hydraulic modeling the floodplain/floodway, wetland mitigation, archeological services, environmental testing, subsurface conditions and material testing, boundary survey, construction layout; construction scheduling; construction work; work-site safety, labor negotiations, permit fees or court appearances, electrical design for a new utility service, electric vehicle (EV) charging stations, or power distribution for special events/holiday lighting, technology design, which includes telephone/data, wi-fi, security camera, sound, or similar systems, floodway permitting submittal through DuPage County, water and sanitary sewer service design, design of offsite utilities or roadways, gas, telephone, cable service design, structural engineering, geotechnical engineering / groundwater monitoring, public meetings, topographic survey (performed by others for OPD), plat of survey, or as-built preparation, as part of these services.

**Hazardous Materials:** The scope of the Firm's services and the Firm's subconsultants for this project does not include any responsibility for detection, remediation, accidental release, or services relating to waste, oil, asbestos, lead, or other hazardous materials, as defined by Federal, State, and local laws or regulation.

**PROFESSIONAL SERVICES AGREEMENT FOR  
ARCHITECTURAL SERVICES**

<b>Project Information</b>	
<b>The Project:</b> Central Park Tennis Court Project Alternate: Pickleball and Parking Expansion	
<b>Owner:</b> Oak Brook Park District 1450 Forest Gate Road Oak Brook, IL 60523	<b>The Architect:</b> Upland Design Ltd. 24042 Lockport Street Plainfield, IL 60544
<b>Owner's Representative:</b>  Laure Kosey T: 630-645-9535 Email: <a href="mailto:lkosey@obparks.org">lkosey@obparks.org</a>  Bob Johnson T: 630-645-9540 Email: <a href="mailto:bjohnson@obparks.org">bjohnson@obparks.org</a>	<b>The Architect's Representative:</b>  Michelle A. Kelly T: 815-254-0091 Email: <a href="mailto:mkelly@uplanddesign.com">mkelly@uplanddesign.com</a>
<b>Owner's Anticipated Milestone Dates for the Project based on a start date of February 1, 2026.</b>  Design Development Plans: April 2026 Construction Documents: June 2026 Permitting: TBD Release of Bids: Estimated June 2026 Commencement of Construction: Estimated August 2026 Substantial Completion: TBD Final Completion: TBD	
<b>Owner's Budget and Cost of Work for the Project:</b> The total budget for the Project, including but not limited to the Architect's Compensation, as defined below, and the Cost of the Work, is [REDACTED] for the tennis court project and [REDACTED] for the alternate pickleball and parking expansion.	

## Project Information – cont.

### Architect's Scope of Services:

The Architect's Scope of Services consist of services required for the design, construction documents, permitting, bidding and construction administration of the Project in accordance with this Agreement, including Architect's Proposal dated January 13, 2026, attached to and incorporated to this Agreement as **Exhibit A** ("Architect's Proposal"). Architect's Scope of Services shall the meetings and site visits as described in the Scope of Services.

Architect's sub-consultants, Engineering Resource Associates ("ERA") will provide civil engineering services and IMEG will provide electrical engineering for the Project. ERA's and IMEG's services are included as part of Architect's Scope of Services and the fees for ERA's services are included in Architect's Professional Fee.

As part of Architect's Scope of Services, Architect, ERA and IMEG shall prepare plans for permit submittal for the following permits during the Construction Administration Phase of the Project: 1) Kane/DuPage Soil Water Conservation Department; 2) Village of Oak Brook Building Permit and Stormwater Permit; and 3) Illinois Environmental Protection Agency NOI Permit. Submission to Illinois EcoCat and Illinois Historic Preservation Agency will also take place. No permit is required for the USACE, but a letter submission will be completed.

### Architect's Compensation:

#### Base Tennis Court Project

The Architect's Professional Fee shall be [REDACTED]

[REDACTED], as set forth in more detail in Architect's Proposal for the base Eight Tennis Courts. Of that fee, [REDACTED] is hourly contingency for added permit submission or re-review of as-builts to be used at the approval of the Owner. Architect's Professional Fee includes the ERA's fees and IMEG's fees. Payment of Architect's Compensation is subject to Section 2.4 of this Agreement.

#### Alternate: Six Pickleball Courts and Parking Lot Expansion

The Architect's Professional Fee shall be [REDACTED]

[REDACTED], as set forth in more detail in Architect's Proposal for the base Six Pickleball Courts and Parking Lot Expansion. Architect's Professional Fee includes the ERA's fees.

**Mark Box to Accept Alternate as part of the project. Date \_\_\_\_\_**

Architect shall also be compensated for Reimbursable Expenses in accordance with Section 4.2 of this Agreement for both Base and Alternate, if chosen.

This Professional Services Agreement for Architectural Services (the “Agreement”) is executed on the date last written below (the “Effective Date”). This Agreement applies to all Project-related Services provided by Architect on and after the Effective Date.

Owner and the Architect agree as follows:

1. **General Definitions.**

1.1. “Agreement” means this Professional Services Agreement for the Project, as executed by the Parties.

1.2. “Architect” means the person or entity identified in the Project Information section of the Agreement, and includes but is not limited to the Architect’s employees, agents, representatives, subcontractors, consultants, and subconsultants, and any other entity or individual that has contracted with Architect in connection with the Project.

1.3. “Change Directive” means modification to the Construction Documents as directed by Owner, where the resulting change to the contract sum and/or contract time, as specified in the Construction Contract, has not yet been agreed to and reduced to a written agreement executed by and between Owner and the Contractor.

1.4. “Change Order” means modification to the Construction Documents and to the contract sum and/or contract time specified in the Construction Contract, as reflected in a written agreement executed by and between Owner and the Contractor.

1.5. “Compensation” means the Professional Fees and Reimbursable Expenses to be paid by Owner to the Architect for the timely and proper execution of Services. Compensation is specified in the Project Information section of the Agreement.

1.6. “Construction Contract” means the contract between Owner and the Contractor for the performance of the Work.

1.7. “Construction Documents” means the drawings, specifications and any other terms, conditions and requirements as developed and prepared by Architect together with the instructions to bidders, the general conditions for construction, and other terms and conditions provided by Owner. Construction Documents are subject to modification by Change Orders and Change Directives, if any.

1.8. “Contractor” means the person or entity who is required under the Construction Contract to perform the Work.

1.9. “Cost of the Work” means the contract sum specified in the Construction Contract, as adjusted by fully-executed Change Orders.

1.10. “Day” or “Days” means a calendar day or a period of days, as applicable, without regard to weekends or holidays.

1.11. “Estimated Cost of the Work” means the Cost of the Work as estimated and contained in a cost estimate prepared by the Architect. In preparing the Estimated Cost of Work, Architect shall be permitted to include contingencies for design, bidding and price escalation, and to include in the Construction Documents alternate bids as may be necessary to adjust the actual Cost of the Work to meet the Owner’s budget.

1.12. “Owner” means the Oak Brook Park District.

1.13. “Parties” means Owner and the Architect.

1.14. “Party Representatives” means Owner’s and Architect’s respective representatives identified in the Project Information Section of this Agreement. The Parties may change their respective Party Representative upon prior written notice of such change to the other Party’s Representative, provided that the other Party accepts such change. Such acceptance shall not be unreasonably withheld. Any substitution of Architect’s Party Representative must be with a person who has professional experience equal to or greater than Architect’s current Party Representative.

1.15. “Professional Fee” means the fee specified in this Agreement and payable by Owner to the Architect for the performance of Services.

1.16. “Project” means the construction project identified in the Project Information section of the Agreement.

1.17. “Reimbursable Expenses” means the actual cost to the Architect of the items identified below as Reimbursable Expenses.

1.18. “Scope of Services” means the statement contained in or incorporated into the Project Information section of the Agreement which defines the nature and extent of Services to be provided by Architect. The Scope of Services may explain or supplement the Services to be provided under this Agreement. To the extent of any conflict between the Scope of Services, Architect’s Proposal and this Agreement, this Agreement shall control.

1.19. “Services” means all professional services, administrative services, models, mock-ups, renderings, documents, instruments, and deliverables to be provided by Architect under this Agreement. The Services shall include all civil engineering provided by ERA and electrical engineering services provided IMEG for the Project.

1.20. “Substantial Completion” means the date on which the Work is completed to the point that Owner can lawfully occupy the Project for its intended purpose, and the only Work then remaining consists of minor cosmetic items that can be completed without interruption of Owner’s use of the Project. The Work will not be considered suitable for Substantial Completion until all Project systems included in the Work are operational as designed and scheduled, all designated or required governmental inspections and certifications have been made and posted, designated instruction of the Owner’s personnel in the operation of systems, if applicable, has been completed and documented, and all final finishes within the Construction Contract are in place. The scheduled date of Substantial Completion may or may not be ascertained as of the Effective Date of the Agreement. The scheduled date of Substantial Completion shall be reflected in the Construction Documents. The actual date of Substantial Completion shall be determined by Owner.

1.21. “Work” means all labor, materials, services and equipment required to be furnished, installed and/or provided by the Contractor, and all duties required to be performed by the Contractor, as provided in the Construction Documents.

1.22. All other capitalized terms are defined below or in the Agreement.

2. **Architect’s Obligations.**

2.1. **General Obligations.** Architect shall provide all Services contained in the Scope of Services in a timely and professional manner in accordance with the Standard of Care. The Architect shall conform its Services to the standard of care applicable to design professionals performing similar services for projects of like size and kind (the “Standard of Care”). Architect’s Services and all deliverables furnished under the Agreement shall comply with all applicable building and zoning laws, statutes, codes, ordinances, orders, and regulations of the governmental authority or authorities having jurisdiction over the Project, subject to the Standard of Care. The Architect shall perform its Services as expeditiously as is consistent with the Standard of Care applicable to its Services. The Architect acknowledges that its position with Owner is one of trust and confidence, and that the Architect shall conduct its Services and act in Owner’s interest with respect to all decisions concerning the Project. The Architect shall not engage in any activity, provide any services, or enter into any contract that may reasonably appear to conflict with the Architect’s duties to Owner or with the Architect’s professional judgment concerning the Project. The Architect and its employees are independent contractors with respect to Owner.

2.2. **Scope of Architect’s Services.** The Services to be provided by Architect as described in Architect’s Proposal and this Agreement are complimentary and supplementary and Architect’s Services shall include landscape architectural, civil and electrical engineering services as described in the Scope of Services. All other services are defined as “Additional Services,” and, except in an emergency, Additional Services shall only be provided by the Architect upon Owner’s prior written agreement to the scope of such Additional Services and Owner’s prior written approval of the fee and expenses related to such Additional Services.

2.2.1. All persons connected with Architect as an officer, employee or agent of or consultant to Architect, who are directly in charge of the professional architectural and engineering work performed as part of the Architect’s Services, are, and for so long as any of Architect’s Services shall be provided under this Agreement, shall be qualified and possess the skill and competence required to perform Architect’s Services properly. Architect shall be responsible for the acts and omissions of its employees, agents and consultants, and their respective employees and agents with respect to the Services under this Agreement.

2.2.2. Architect shall assist the Owner in connection with the Owner’s responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project in accordance with Architect’s Proposal. Any permitting services required by Architect in addition to the services as set forth in the Scope of Services, shall be an additional service.

2.3. **Architect’s Consultants.** All agreements between Architect and its consultants shall be in writing and shall contain such provisions binding the Architect’s consultants to the Architect, requiring Architect’s consultants to perform their scope of services in the same manner and to the extent that the Architect is bound to Owner in accordance with this Agreement such that the Architect performs its Services in accordance with this Agreement. The Architect shall timely pay all sums due to its consultants in accordance therewith and shall not cause or permit any liens to be placed by any such consultants against the property or funds of the Owner provided Owner has paid Architect the sums due to, and such sums are not in dispute or Owner is otherwise entitled to withhold such sums in accordance with this Agreement, the Architect’s consultants in accordance with this Agreement.

2.4. **Ownership of Instruments of Service.** All hardcopy and electronically-stored construction drawings details, sketches, specifications, conditions, requirements, and all other documents generated and/or prepared in connection with the Project by Architect or Architect’s consultants, including the Construction Documents, are defined collectively as “Instruments of Service.” Provided the Owner has not materially breached the Agreement, the Owner owns the Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyrights, and Architect hereby waives all

common law, statutory and other reserved rights, including copyrights, in and to the Instruments of Service. Notwithstanding the foregoing, Architect retains ownership of any pre-existing, standard specifications, notes, forms and construction details that are incorporated into or used in connection with the Construction Documents. Provided the Owner has not materially breached Agreement, the Owner may use the Instruments of Service for future additions to or alterations of the Project, or for other projects, which use shall be at the Owner's sole risk and without liability to Architect or Architect's consultants. The Owner agrees to indemnify and hold harmless the Architect from all claims, damages, and expenses arising out of such reuse by the Owner or by other acting through the Owner. The Owner grants the Architect license to retain copies and to share representations of the Instruments of Service.

**2.5. Preliminary Project Schedule.** As soon as practicable, Architect shall prepare and submit for the Owner's approval a preliminary schedule for the performance of Architect's Services, including a schedule for completion of the the Design Phase, as defined below, and Construction Phase of the Project, with a proposed date of Substantial Completion. The Design Phase includes, and the schedule shall reflect, sub-phases including Design Development, Construction Documents, and Bidding (collectively the "Design Phase"). The schedule shall take into account the Design Phase; the Owner's approvals during the Design Phase; any applicable statutory bidding requirements; the Owner's process for board approval and award of contracts, permitting, and other government-related approvals; and the expected duration of the Project through the Construction Phase.

**2.6. Design Development Phase.** The design development phase shall consist of drawings including plans, updated Estimated Cost of Work, and equipment layout, which shall indicate the size and character of the Project as to all elements in accordance with Architect's Proposal. Architect shall prepare, present, and explain to the Owner, for the Owner's approval, the developed design. Architect shall revise the developed design as reasonably required to obtain the Owner's. Architect shall reasonably cooperate with local authorities in developing the design. Upon the Owner's approval of the Project's design as developed by Architect, and Architect's transmittal of the finalized design development documents to the Owner, the Design Development Phase shall end, and the Construction Documents Phase shall begin.

**2.7. Construction Documents Phase.** Based upon the Owner's approval of the design as developed by Architect and any adjustments to the budget by the Owner, Architect shall prepare Construction Documents for the Owner's approval. At 75% and 90% completion of the Construction Documents, Architect shall meet with Owner to present the Construction Documents, including an updated Estimated Cost of the Work. Architect shall revise the Construction Documents as reasonably required to obtain the Owner's approval. The Construction Documents shall address all elements of the Project including civil and electrical engineering, along with an outline of specifications that identify materials and equipment significant to the Project, including the general quantity levels for each such, as applicable. Architect shall identify and prepare the documents required to apply for the permits as specified in the Scope of Services and to assist the Owner in obtaining the approval of governmental authorities having jurisdiction over the Project, and shall present such documentation to the Owner for review, approval and execution, if necessary, and shall submit such executed documents to the appropriate governmental authorities. Architect shall prepare permit applications in accordance with Architect's ProposalThe completed Construction Documents shall be dated and shall include:

2.7.1. Finalized Construction Drawings, existing conditions and removal, site layout, general notes and elevations and specifications, construction details, depictions of equipment, layouts and locations, with sizes, dimensions and locations accurately depicted, grading and drainage, soil erosion control, proposed landscape restoration, general and technical specifications;

2.7.2. Finalized specifications setting forth in detail the quality, quantity, characteristics, and requirements included in the Project. Notwithstanding the foregoing, Architect shall not have control over or responsibility for the construction means, methods, techniques, sequences or procedures in connection with the Work;

2.7.2.1. Construction Documents requiring signatures, stamps, and/or seals from civil engineers, electrical engineers and/or landscape architects shall be provided with the prepared documents in order to obtain the construction permits and approvals of the governmental authority or authorities having jurisdiction over the Project, with all seals and stamps indicating their expiration date;

2.7.3. Instructions to bidders, bid notices, bid forms, alternate bid forms, certification forms, as provided by Owner, and all other information required by the Contractor for the preparation of its bid or quote as provided by the Owner and Architect;

2.7.4. General and any special conditions of construction and contract forms as provided by the Owner; and

2.7.5. Finalized Construction Documents delivered to the Owner in hard copy and electronic format.

2.8. **Bidding Phase.** The Architect shall assist Owner in letting the Project for public bidding. The Architect shall develop, design, reproduce, and circulate the Construction Documents to interested parties; endeavor to generate interest in the Project among contractors, subcontractors, and suppliers; prepare and circulate addenda and answer questions from interested parties; consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to prospective bidders; assist Owner in conducting the bid opening and in receiving proposals; tabulate and summarize the contents of all bid submittals; assist Owner in evaluating bids and proposals; assist Owner in determining the lowest responsible bidder; and provide other customary architectural services necessary for Owner to enter into a contract with the Contractor. Upon the earlier of Owner's award of bids or the execution of the Construction Contract, the Bidding Phase shall end and the Construction Phase shall commence.

2.9. **Rejection of Bids.** If the lowest responsible bid exceeds the Estimated Cost of Work, or if there are multiple bid packages and the Estimated Cost of Work for one or more bid packages exceeds the related lowest responsible bid(s), Owner may, in its sole discretion, reject bids and direct the Architect to revise the Construction Documents, recalculate the Estimated Cost of Work, and assist Owner with rebidding the Project.

2.10. **Construction Phase.** The Architect shall provide project administration services as set forth below and as otherwise agreed to by the Parties. The Architect shall only have authority to act on Owner's behalf to the extent provided in the Agreement.

2.10.1. **Submittals.** The Architect shall coordinate with the Contractor to agree upon a schedule for submittals of shop drawings, product data, and other information required by the Construction Documents. The Architect shall review all submittals for the purpose of ascertaining if the Work, when completed will conform to or are consistent with the Construction Documents. The Architect shall promptly review all resubmittals and, unless otherwise agreed in writing by Owner, shall approve or reject each resubmittal in a dated writing returned to the Contractor. The Architect shall not make changes to the Construction Documents through the submittal process unless discussed with and approved by the Owner in writing, and provided such changes do not change the Cost of the Work or the time to complete

construction of the Project by Contractor. All rejected submittals shall include the basis for such rejection and any required revisions. The Architect shall maintain a copy of all submittals, resubmittals, approvals, and rejections, and related written correspondence.

2.10.2. **Requests for Information.** The Architect shall prepare a form for the

Contractor to use in submitting all requests for information. The Architect shall interpret and where necessary issue supplemental instructions to the Contractor regarding the Construction Documents, and shall promptly respond to requests for information and other correspondence from Owner or the Contractor concerning the Construction Documents, the Work, and/or the Project. If necessary, the Architect shall prepare supplemental drawings, specifications, and/or other modifications to the Construction Documents, and, unless otherwise agreed in writing by Owner, shall transmit such information to the Contractor after the Architect's receipt of such request, and immediately in the case of such requests affecting the Project's critical path. All such interpretations and instructions shall be in writing, shall be sent to Owner and the Contractor, and shall be consistent with the Construction Documents.

2.10.3. **Site Observation.** The Architect shall regularly visit the site to

observe and become familiar with the progress and quality of the Work, and to determine if the then-observable portions of the Work are being performed in accordance with the Construction Documents. The Scope of Services may quantify the number of and specify the interval for such site observation visits. The Architect will not hold progress meetings, but progress of the Project will be discussed during the Architect's site visits and/or will be communicated subsequent to such site visits. Unless the Scope of Services provides otherwise, the Architect shall promptly submit a field observation report to Owner for each such site observation visit. The Architect shall keep Owner reasonably informed about the progress and quality of the Work, and shall promptly report to Owner in writing (1) known deviations from the Construction Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

2.10.4. **Evaluations of the Work.** On the basis of submittal review, site

observation, and communications with the Contractor, the Architect shall evaluate the Work and, by written communication to the Contractor with a copy to Owner, shall reject Work that does not conform to the Construction Documents.

2.10.5. **Changes in the Work.** The Architect shall review requests by Owner

or Contractor for changes in the Work, including requests for adjustments to the contract sum and/or the schedule. Requests for changes in the Work made by the Contractor shall be accompanied by information sufficient to permit the Architect to make a reasonable determination of whether the change is necessary or advisable, without an extensive investigation by the Architect. If the request for a change is not accompanied by such information, the Architect shall identify such deficiencies and request that the Contractor supply the missing information prior to the Architect's response to the request. The Architect shall respond to all requests for changes in the Work, and such response shall be directed to Owner and the Contractor. Unless the Scope of Services provides otherwise, the Architect shall respond to all requests for changes in the Work within a reasonable time after receiving the request, and immediately in cases of requested changes that affect the Project's critical path. The Architect shall respond to all Owner-initiated requests for changes by preparing either a Change Order or a Change Directive, as appropriate. The Architect shall respond to Contractor-initiated requests for changes by preparing a Change Order or Change Directive, or by recommending that Owner reject the change as unnecessary, inadvisable, or unjustified. If necessary, the Architect shall prepare additional drawings, specifications, and other modifications to the Construction Documents to accompany all Change Orders and Change Directives.

2.10.6. **Review and Certification of Payment Applications.** The Architect

shall receive draft payment applications from the Contractor, and on the basis of the Architect's site

observations, and based upon the progress of the Work and the status of requested changes in the Work, shall verify that such payment applications accurately reflect the progress of the Work, shall revise such payment applications in cooperation with the Contractor as necessary to accurately reflect the progress of the Work, and shall promptly certify, sign, and deliver all such payment applications to Owner. Unless the Scope of Services provides otherwise, the Architect shall certify all payment applications within seven (7) to fourteen (14) days after receipt. The Architect shall not certify payment applications that contain, reference, or otherwise reflect changes in the Work except when such changes are reduced to a Change Order that was fully executed on or before the date of such certification. The Architect's submittal of certified payment applications to Owner shall constitute the Architect's representation to Owner, to the best of the Architect's knowledge, information and belief, that all such certified payment applications accurately reflect the progress of the Work and the Contractor's entitlement to payment in the amount specified. The Architect may withhold a certificate for payment in whole or in part, to extent reasonably necessary to protect the Owner, in accordance with Article 15 of the AIA Document A104–2017, Standard Abbreviated Form of Agreement Between Owner and Contractor, as amended by Owner. In the event the Architect withholds certification for the amounts requested, or any portion thereof, Architect shall notify the Contractor and Owner of the Architect's reasons for withholding certification in accordance with Article 15 of the AIA Document A104–2017, Standard Abbreviated Form of Agreement Between Owner and Contractor, as amended by Owner. The Architect shall maintain a copy of all applications for payment, all revisions thereto, and all certified payment applications as submitted to Owner, including all documentation, summaries, and schedules attached thereto. Notwithstanding the forgoing, the Architect will not be responsible for reviewing the Contractor's certified payroll, which will be submitted directly to the Owner.

**2.10.7. Substantial Completion and Punch List.** When the Architect determines or the Contractor reports that the Project is Substantially Completed, the Architect shall schedule an observation of the Work with Owner and the Contractor. During such observation, the Architect shall document in writing Work that is incomplete, defective, or otherwise not in conformance with the Construction Documents. Based upon the inspection, the Architect shall determine if the Work has reached Substantial Completion. If not, the Architect shall so notify the Contractor and Owner and explain the basis for the determination. If so, the Architect a detailed list of items identified as incomplete, defective, or otherwise not in conformance with the Construction Documents (the "Punch List"). The Punch List shall also include or reference all requirements in the Construction Documents for the Contractor's submittal of Close-Out Documents. "Close-Out Documents" means final waivers and releases of all liens; all as-built and record drawings in the form and mediums specified in the Project Specifications; and all installation and operating manuals related to systems and equipment included in the Work; all warranties, guarantees, certifications, documents, and instruments required by the Construction Documents. The Punch List shall include the date by which the Contractor must complete the Punch List and furnish the Close-Out Documents. The Architect shall present the Punch List to Owner and the Contractor for approval and execution.

**2.10.8. Final Completion and Close-Out.** When the Architect determines or the Contractor reports that the Punch List has been completed, and all Close-Out Documents have been received by the Architect, and received and reviewed by Owner, the Architect shall schedule an inspection of the Punch List items with Owner and the Contractor. If, upon inspection, the Architect determines that all Punch List items have been completed to Owner's satisfaction and the Construction Contract fully performed, the Architect shall certify the Contractor's final payment application, stating that to the best of its knowledge, information and belief, and on the basis of Architect's on-site visits and observations, the Work has been completed in accordance with the Construction Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final certificate for payment will constitute a further representation that conditions listed in Section 15.7.2, of the AIA Document A104–2017, Standard Abbreviated Form of Agreement Between Owner and Contractor, as

amended by Owner, which are a condition precedent to the Contractors' being entitled to final payment, have been fulfilled.

If, upon inspection, the Architect determines that not all Punch List items have been completed to Owner's satisfaction, the Architect shall amend the Punch List accordingly, establish a new completion date for the remaining Punch List items or follow Owner's directions for takeover and completion of the Work, and shall not certify the release of retention or final payment to the Contractor. When the Architect determines or the Contractor reports that the amended Punch List has been completed to Owner's satisfaction, a re-inspection shall occur in accordance with this Section and, if appropriate, the Architect shall certify the Contractor's final payment application in accordance with this section. When the Punch List is completed, the Construction Phase ends and that date shall be the date of "Final Completion."

**2.10.9. Means and Methods.** The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Construction Documents, except if the Architect fails to provide written notice as required in this Agreement and such failure causes specific damages to the Owner beyond those damages caused by the Contractor's failure to properly perform the Work. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work. During the Project, the Architect shall promptly report in writing to Owner any known defects or deficiencies in the Project or the Work of the Contractor or any of its Subcontractors, or their agents or employees, or any other person performing any of the Work. These provisions shall not limit the Owner's remedies under this Agreement.

**2.11. Indemnification.** To the fullest extent permitted by law, the Architect shall indemnify and hold harmless the Owner and its officers, officials, employees, and agents from and against claims, damages, losses and expenses arising out of or resulting from the performance of the Architect's Services, provided that any such claim, damage, loss or expense (a) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, other than the work itself, including the loss of use resulting therefrom and (b) to the extent caused by any wrongful or negligent act or omission of the Architect, Architect's consultants, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except to the extent it is caused in whole or in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. Architect shall similarly indemnify and hold and save harmless the Owner, its officers, officials, employees, and agents against and from any and all claims, costs, causes, actions and expenses incurred by reason of Architect's breach of any of its obligations under, or Architect's default of, any provision of the Contract.

**2.12. Insurance.** The Architect shall procure and maintain the following insurance policies for the duration of the Project. The Architect shall also cause each of its subcontractors and subconsultants to procure and maintain the following insurance policies for the duration of the Project. All specified insurance shall be obtained from insurance companies licensed to conduct business in Illinois and with a A.M. Best's Key Guide Rating of at least A / VII, unless otherwise specified in writing by Owner. All specified policies shall by endorsement incorporate a provision requiring thirty (30) days written notice to Owner prior to the cancellation, or non-renewal of any such policies. The Architect's cost of maintaining such insurance is included in the Architect's Professional Fee. Failure of Owner to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of Owner to identify a deficiency from evidence that is provided shall not be construed as a waiver of Architect's obligation to maintain such insurance. Owner shall have the right, but not the obligation, of prohibiting

Architect from entering the Project site until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Owner. Failure to maintain the required insurance may result in termination of this Agreement at Owner's option. Prior to performing Services, and upon the expiration and renewal of each such policy, the Architect shall furnish to Owner proof of all required insurance including certificates of insurance, and policies with all declarations and endorsements attached. At any time during the Project, Architect shall provide certified copies of all insurance policies required by this Agreement within 10 days of Owners' written request for said copies.

2.12.1. **Commercial General Liability.** The Architect shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 for each occurrence and \$2,000,000 in the aggregate. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location. CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 04 13, or a substitute form providing similar coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). Owner shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 or a substitute providing similar coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to Owner.

2.12.2. **Automobile Liability.** The Architect shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than **\$1,000,000** for each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos. Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing similar liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage similar to that provided in the 1990 and later editions of CA 00 01.

2.12.3. **Workers' Compensation.** The Architect shall maintain workers compensation as required by statute and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than **\$500,000** or not less than the amount as required by Illinois law, whichever is more, for each accident for bodily injury by accident or for each employee for bodily injury by disease. If Owner has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 10 under the Commercial General and Umbrella Liability Insurance required in this Agreement, the Architect waives all rights against Owner and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Architect's work.

2.12.4. **Professional Liability.** The Architect shall maintain professional liability and, if necessary, commercial umbrella liability insurance with a limit of not less than **\$1,000,000** for each wrongful act arising out of the performance or failure to perform professional services and **\$2,000,000** aggregate.

2.12.5. **Cross-Liability Coverage.** If Architect's liability policies do not contain the standard ISO separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

2.12.6. **Deductibles and Self-Insured Retentions.** Architect has advised Owner that its deductible for Professional Liability is \$5,000 per claim. Architect shall promptly notify the Owner of any increase in its deductible during the term of this Agreement.

3. **Owner's Obligations.**

3.1. **Information and Approvals.** Owner shall timely respond to all reasonable requests by the Architect for documents, information, surveys, and approvals that may be necessary for the Architect to perform its Services. Notwithstanding any provision of this Agreement to the contrary, Owner's review and approval of any and all documents or other information shall be for the purpose of providing the Architect with information as to Owner's objectives and goals with respect to the Project and not for the purpose of determining the accuracy, completeness or correctness of such documents and, notwithstanding any professional skill or judgment possessed by Owner, shall in no way create any liability on the part of Owner for errors, inconsistencies or omissions in such documents or information.

3.2. **Budgeting.** The Owner shall establish and regularly update a budget for the Project, and shall communicate such budget and updates to Architect. The Owner may rely upon Architect's Estimates of the Cost of the Work in establishing and updating the budget. The Architect will reasonably rely upon the Owner's established budget for the Project. The Architect will rely upon the Owner's established budget for the project.

3.3. **Party Representative.** Owner's Party Representative is authorized to act on Owner's behalf only to the extent authorized by Owner's Board Policies and Project-specific directives, if any.

4. **Compensation and Payment.**

4.1. **Professional Fee.** The Architect's Compensation is contained in the Project Information Section of the Agreement. The Professional Fee is a lump sum and a portion of the Professional Fee shall be earned and become payable during each phase of the Project, in accordance with the schedule below.

Base Project Phase	Percentage of Professional Fee Earned
Wetland Delineation & Design Development Phase	██████████
Construction Document Phase	██████████
Permitting	██████████
Bidding Phase	██████████
Construction Administration Phase	██████████

4.2. **Reimbursable Expenses.** The Architect's Reimbursable Expenses include and are limited to the Architect's actual costs incurred in connection with the following specified items. There shall be no markup by the Architect on Reimbursable Expenses. The Reimbursable Expenses shall not exceed \$3,500.00 unless Architect requests in writing a specified increase of this not-to-exceed cap and a basis for the request, and Owner approves such request in writing and before the expenditure is incurred. Reimbursable Expenses include and are limited to:

4.2.1. Printing and document reproduction costs, document delivery costs; and

4.2.2. Mileage at standard rates as published by the IRS.

4.3. **Invoicing.** From the Effective Date of the Agreement through completion of the Construction Phase, the Architect shall no sooner than on a monthly basis send Owner invoices for the Professional Fee and Reimbursable Expenses. The invoices shall reflect portions of the Professional Fee earned and due, less payments previously made, and shall reflect the then remaining available balance. The invoices shall also reflect Reimbursable Expenses incurred in the immediately preceding month(s), which shall be supported by the attachment of all third-party documents and information needed for Owner to independently verify the amount incurred and paid by the Architect and the details of such expenses, and the remaining available balance. Owner shall specify the monthly deadline and procedure, if any, for the submittal of invoices. The invoices shall be directed to Owner's Project Representative as identified in the Project Information Section of the Agreement. Owner shall process all invoices in accordance with the Local Government Prompt Payment Act, 50 ILCS 505/1, *et seq.*

## 5. **General Provisions.**

5.1. **Termination for Convenience.** Owner may terminate the Agreement upon at least seven (7) days written notice to the Architect for any reason in Owner's sole discretion. Upon such termination for convenience, the Architect shall submit a final invoice for that portion of the Professional Fee earned and Reimbursable Expenses incurred as of the effective date of termination. Such invoice shall be prepared and calculated as provided in Article 4, above. Payment of such invoice shall be Architect's sole remaining compensation under the Agreement. The Architect shall not under any circumstance have any claim for consequential or incidental damages, or lost profits, and all such claims are expressly waived.

5.2. **Termination for Cause.** If one Party materially breaches the Agreement, the other Party may terminate the Agreement upon at least three (3) days written notice to the breaching Party. If the Architect terminates under this Section, upon such notice of termination to Owner, the Architect shall submit a final invoice for that portion of the Professional Fee earned and Reimbursable Expenses incurred as of the effective date of termination. Such invoice shall be prepared and calculated as provided in Article 4, above. Payment of such invoice shall be Architect's sole remaining compensation under the Agreement. If Owner terminates under this Section, the Architect shall not be entitled to any further compensation, except for those portions of the Professional Fee and Reimbursable Expenses that are then earned, due, and unrelated to the material breach forming the basis for such termination, which shall be invoiced and paid in accordance with Article 4. The Architect shall not under any circumstance have any claim for consequential or incidental damages, or lost profits, and all such claims are expressly waived.

If the Architect is adjudged as bankrupt, or makes a general assignment for the benefit of its creditors, or if a receiver is appointed on account of the Architect's insolvency, or if any provision of the bankruptcy law is invoked by or against the Architect, then notwithstanding any other rights or remedies granted the Owner, the Owner may, without prejudice to any other right or remedy, (a) terminate the employment of the Architect and/or (b) finish the Services by whatever method the Owner may deem expedient. In such case, the Architect shall not be entitled to receive any further payment until the Services are finished and the Owner may be entitled to recover and deduct from any remaining amounts due Architect all damages allowed by law.

5.2.1. Architect shall at its own cost promptly cure any breach of its obligations under this Agreement. Should Architect refuse or neglect to cure such breach within a reasonable time, taking into consideration the nature of the breach and its impact on the progress or the cost of the Work, after receiving reasonable notice requesting such cure from Owner, then Owner shall be entitled to cure such breach following additional notice of such intended action to Architect, and recover

the cost of such cure from Architect. This commitment by Architect is in addition to and not in substitution for, any other remedy which the Owner may have at law or in equity.

5.2.2. Architect's Services shall include Services before and after issuance to Owner of the final Certificate for Payment, or in the absence of the final Certificate of Payment, before or after the date of Final Completion, made necessary by (a) failure of performance of a Contractor under any Construction Contract, when such defects or deficiencies in the Work, or failure of performance resulted from Architect's negligence or errors or omissions in the Construction Documents which it provided for the Project or (b) breach of the duties or obligations of the Architect under this Agreement.

5.3. **Return of Documents Upon Termination.** Promptly upon the termination of this Agreement or the Architect's Services for any reason and payment in full of all outstanding invoices received from the Architect and not in dispute, the Architect shall deliver to the Owner copies of all documents prepared by Architect in the performance of its Services under this Agreement, including without limitation all drawings and specifications, and all models prepared by the Architect for the Project prior to the effective date of termination, so as to avoid any delay or increased cost of the Project.

5.4. **Use of AIA Documents.** Owner may permit Architect and Contractor to use standard and modified form AIA Documents for certain purposes including but not limited to general conditions for construction, payment applications, change orders, and certificates of Substantial Completion. AIA Document A104-2017, Standard Abbreviated Form of Agreement Between Owner and Contractor, as amended by Owner, shall be used for the Construction Contract.

5.5. **Retention and Inspection of Records.** To the extent the Agreement, these terms and conditions, or other Construction Documents require the Architect to prepare, receive or maintain correspondence, documents, records, instruments and/or files related to the Project ("Project Records"), the Architect shall maintain all Project Records in an organized, safe, and secure location during the Construction Phases and for a period of four (4) years from the date of Substantial Completion. Upon Owner's request at any time, the Architect shall promptly provide Owner with access to original Project Records, and copies of Project Records if requested.

5.6. **Confidentiality and FOIA.** The Architect shall maintain, and shall contractually require its employees and sub-consultants to maintain, the confidentiality of all information in their possession regarding the Project. Architect shall keep all Project-related information, documents, records, instruments, and files strictly confidential and shall not disclose them to any other person except to (a) those employees of Architect who need such information to perform Project-related services, and (b) its sub-consultants who are contractually bound by this confidentiality provision and who need such information to perform Project-related services, and (c) the Contractor hired by Owner to perform the Work pursuant to the Construction Contract who needs project related documents and files necessary to perform the Work. The Architect acknowledges that certain Project-related documents in its possession or under its control may be subject to the Freedom of Information Act, 5 ILCS 140/1, *et seq.*, and the Architect shall comply with and shall cooperate with Owner's efforts to comply with such requirements. Exceptions to the confidentiality of the documents shall include documents that are in the public domain, if disclosure is required to comply with legal orders, or if disclosure is reasonably necessary for Architect or Architect's sub consultants to defend itself in a claim.

5.7. **Statutory Requirements.** The Architect shall comply with and shall cause its sub-consultants to comply with all statutory requirements including but not limited to:

5.7.1. The Architect shall comply with, and require all persons providing any of the Services on its behalf to comply with, to the extent applicable, applicable federal and state laws and

governmental rules and regulations now or hereafter in effect pertaining to equal employment opportunity and discrimination in provision of the services, including the provisions of the Equal Employment Opportunity Clause.

5.7.2. The Illinois Human Rights Act, 775 ILCS 5/1-101, *et seq.*, including but not limited to requirements pertaining to a sexual harassment policy.

5.7.3. The Drug Free Workplace Act, 30 ILCS 580/1, *et seq.*

5.7.4. Article 33E of the Criminal Code, 720 ILCS 5/Art. 33E. Pursuant to Section 33E-11, the Architect hereby certifies that it is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of Article 33E.

**5.8. Professional Credit.** The Architect shall have the right to include photographic or artistic representations of the Project among Architect's promotional and professional materials. The Owner shall give Architect reasonable access to the completed Project to make such representations. However, Architect's promotional and professional materials shall not include the Owner's confidential or proprietary information or any other information prohibited by law or by the Agreement from disclosure.

5.9. Architect's duties as set forth herein shall at no time be in any way diminished by reason of any approval by the Owner of the Construction Documents authored by Architect or its consultants, nor shall anything contained in this Agreement be construed as a limitation on, or a waiver of, any remedies which the Owner may have at law or in equity for damages sustained or expense incurred caused by Architect's negligent errors, omissions, or failure to perform its duties or covenants in accordance with this Agreement.

5.10. **Governing Law/Venue.** The Agreement shall be governed by, subject to, and construed in accordance with the laws of the State of Illinois without regard to conflict of law principles. Any suit or action arising under this Agreement shall be commenced in the Circuit Court of DuPage County, Illinois.

5.11. **Interpretation and Construction.** The Parties intend the Agreement to be legally binding on them, and to inure to their benefit and the benefit of their respective legal representatives, successors and assigns. The provisions of the Agreement are severable and no provision shall be affected by the invalidity of any other provision. If any court determines any provision of the Agreement to be ambiguous, the ambiguity shall not be construed against either Party.

5.12. **No Assignment or Delegation.** Except as may be otherwise provided in the Scope of Services, each of the Parties represents that it has not assigned and will not assign any rights under the Agreement, and that it has not delegated and will not delegate or subcontract any duties arising under this Agreement.

5.13. **No Third-Party Beneficiaries.** The Agreement is not intended to confer any rights upon any third party who is not a Party to the Agreement.

5.14. **No Waiver of Immunities, Privileges.** Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities, defenses and/or privileges of Owner and/or the Architect, and/or any of their respective officials, officers and/or employees.

5.15. **Statute of Limitations.** Notwithstanding any other provision to the contrary, all causes of action arising from the performance and/or breach of this Agreement shall be deemed to have accrued and the applicable statutes of limitation and repose shall operate as provided by Illinois law.

5.16. **Integration.** This Agreement, and the documents attached to and incorporated by reference in this Agreement including but not limited to the Scope of Services, if any, provisions relating to Compensation, if any, and the Construction Documents, constitute the entire agreement of the Parties with respect to this Project, and supersede all prior representations and agreements, both oral and written. This Agreement may only be modified or cancelled by the subsequent written agreement of the Parties.

5.17. No Party shall be deemed in default of this Agreement for any delay or failure to fulfill any obligation hereunder so long as and to the extent to which any delay or failure in the fulfillment of such obligation is prevented, frustrated, hindered or delayed as a consequence of circumstances of a cause beyond its control, including any Act of God or a public enemy or terrorist, act of any military, civil or regulatory authority, fire, flood, earthquake, storm or other like event, labor problem, unavailability of supplies, pandemic outbreak, or any other cause, whether similar or dissimilar to any of the foregoing, which could not have been prevented by such Party with reasonable care (each, a "Force Majeure Event"). In the event of any such excused delay, the time for performance of such obligations shall be extended for a period equal to the time lost by reason of the delay. A Party claiming the benefit of this provision shall, as soon as reasonably practicable after the occurrence of any such event, (a) provide written notice to the other Party of the nature and extent of any such Force Majeure Event; and (b) use reasonable efforts to remove any such causes and resume performance under this Agreement, as applicable, as soon as reasonably practicable. Architect shall not be entitled to additional compensation in the event of a Force Majeure Event.

5.18. **Hazardous Environmental Conditions.** The scope of the Architect's services for this Agreement does not include any responsibility for detection, remediation, accidental release, or services relating to waste, oil, asbestos, lead, or other hazardous materials, as defined by Federal, State, and local laws or regulations.

5.19. **Headings.** The headings for each paragraph of this Agreement are for convenience and reference purposes only and in no way define, limit or describe the scope or intent of said paragraphs or of this Agreement nor in any way affect this Agreement.

Executed on the date last written below, by and between:

Oak Brook Park District

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

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

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

Upland Design Ltd.

By: Maurie A. Kelly

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

Date: January 13, 2026 \_\_\_\_\_

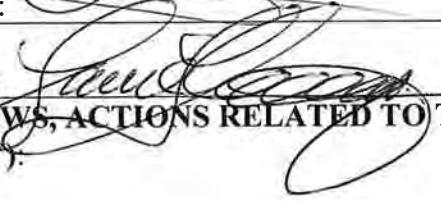
**New Business**



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: MARKET-BASED SALARY RANGE ADJUSTMENT****AGENDA No.: 9A****MEETING DATE: JANUARY 19, 2026**STAFF REVIEW: Alli Siamis, Human Resource & Risk 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 conducted a Market Benchmarking and Compensation Structure Development Project for 29 full-time positions within the District. The Project included the creation of an updated competitive, market-based compensation structure, payroll analysis to assess the organization relative to the market and identify employees who may fall out of range. The last Project HR completed for the District was in 2013.

HR Source also provided as part of the scope implementation plans to encourage the District to correct inequities that exist as well as maintenance through 2029.

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

As a result of the Project, HR Source calculated a compensation structure that includes 14 pay grades, plus the addition of 2 that were market benchmarked in early 2025 for a total of 16. Following best practices, there is a constant midpoint to midpoint progression of 9.76% between each pay grade 11-25. To provide flexibility when making individual pay decisions, the pay range minimum and maximum values have been set at 20% below and 20% above the midpoints. Oak Brook Park District positions were assigned to a pay grade based on the survey data compiled for each position. This was done by identifying the pay grade midpoint that most closely aligned with the market rate for each job.

Information from the Payroll Analysis Report is summarized in the following table:

POSITION	# OF EMPLOYEES	COST
Under Range Minimum	3	\$8,287
Over Range Maximum	1	\$3,008

Attached you will find the proposed 26/27 pay range scale that includes all full-time positions. It is important to understand that this pay structure encompasses the range of pay in which each position falls, and not the actual salary of an individual employee.

**ACTION PROPOSED:**

For Review and Discussion Only



**Oak Brook Park District  
Pay Grade Assignments  
Based on a 40-Hour Workweek  
Effective: May 1, 2026**



New Pay Grade	Position Title	Range Minimum	Range Midpoint	Range Maximum
26	Executive Director	\$146,004	\$182,505	\$219,006
		\$70.19	\$87.74	\$105.29
25	No positions evaluated	\$133,022	\$166,278	\$199,534
		\$63.95	\$79.94	\$95.93
24	Deputy Director	\$121,195	\$151,494	\$181,793
	Chief Financial Officer	\$58.27	\$72.83	\$87.40
23	No positions evaluated	\$110,419	\$138,024	\$165,629
		\$53.09	\$66.36	\$79.63
22	Director of Recreation & Communications	\$100,602	\$125,752	\$150,902
	Superintendent of Enterprise Operations	\$48.37	\$60.46	\$72.55
21	Superintendent of Facilities	\$91,657	\$114,571	\$137,485
	Superintendent of Parks and Maintenance	\$44.07	\$55.08	\$66.10
20	Human Resource and Risk Manager	\$83,507	\$104,384	\$125,261
	Superintendent of Recreation	\$40.15	\$50.18	\$60.22
19	Superintendent of Marketing and Communications	\$76,082	\$95,103	\$114,124
		\$36.58	\$45.72	\$54.87
18	Building Engineer	\$69,318	\$86,647	\$103,977
	Finance Manager	\$33.33	\$41.66	\$49.99
17	Tennis Operations Director	\$63,154	\$78,943	\$94,732
		\$30.36	\$37.95	\$45.54
16	Aquatic Facility Manager	\$57,539	\$71,924	\$86,309
	Aquatic Program Manager	\$27.66	\$34.58	\$41.49
	Recreation Manager – Adult			
	Recreation Manager – Athletics			
	Recreation Manager – Specialty Programming			
	Recreation Manager – Youth			
15	Corporate & Community Relations	\$52,423	\$65,529	\$78,635
	Facility Maintenance Manager	\$25.20	\$31.50	\$37.81
	Family Recreation Center (FRC) Facility Manager			
	Fitness Manager			
	Graphic Designer			
	Information Technology Administrator			
	Park Supervisor			
	Administrative Services Specialist			
	Tennis Center Customer Service Manager			
14	Landscape Specialist	\$47,762	\$59,703	\$71,643
	Park Specialist	\$22.96	\$28.70	\$34.44
13	Registration Coordinator	\$43,515	\$54,394	\$65,273
		\$20.92	\$26.15	\$31.38



**Oak Brook Park District  
Pay Grade Assignments  
Based on a 40-Hour Workweek  
Effective: May 1, 2026**



New Pay Grade	Position Title	Range Minimum	Range Midpoint	Range Maximum
12	Building Technician	\$39,646	\$49,558	\$59,470
	Park District Lead Custodian	\$19.06	\$23.83	\$28.59
11	Park Technician	\$36,121	\$45,152	\$54,182
		\$17.37	\$21.71	\$26.05
10	Park District Custodian	\$33,592	\$42,786	\$51,355
		\$16.15	\$20.57	\$24.69



## Oak Brook Park District

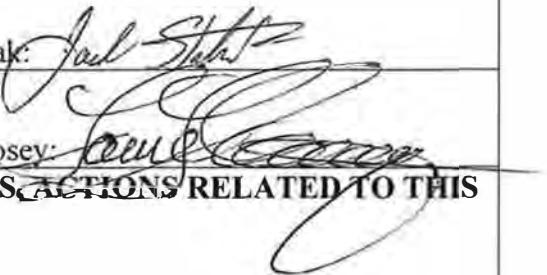
### BOARD MEETING

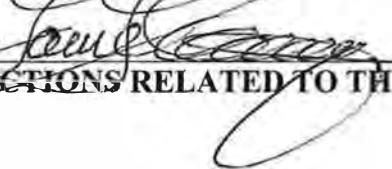
#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION 26-0216: A RESOLUTION AMENDING THE AGREEMENT BETWEEN THE OAK BROOK PARK DISTRICT AND ADVANCED LANDSCAPING, LLC. FOR TURF GRASS MOWING**

**AGENDA No.: 9B**

**MEETING DATE: JANUARY 19, 2026**

**STAFF REVIEW:** Superintendent of Parks & Maintenance, Jake Stachowiak 

**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):**

During the March 17, 2025 Board Meeting, the Board accepted a bid from Advanced Landscaping, LLC. for Turf Mowing and Fall Cleanup Services and entered into an agreement for turf grass mowing and fall cleanup services until March 31, 2026.

Section 2 of the contract provided that the contract could be extended for an additional one-year period, up to two years, upon the approval by the District and Advanced Landscaping, LLC.

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

The Park District wishes to extend the contract term for one year to March 31, 2027. Based on the terms of the agreement and Bureau of Labor Statistics Consumer Price Index there is a 2.04% price increase on turf grass mowing and fall cleanup services for 2026.

Mowing and fall cleanup cost.

2025 - \$57,416

2026 - \$58,586

Advanced Landscaping, LLC. is willing to extend the contract under the same terms and conditions.

#### **ACTION PROPOSED:**

For Review and Discussion Only

**RESOLUTION NO. 26-0216**

**A RESOLUTION AMENDING THE AGREEMENT BETWEEN THE OAK BROOK  
PARK DISTRICT AND ADVANCED LANDSCAPING, LLC.  
FOR TURF GRASS MOWING**

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**WHEREAS**, the Oak Brook Park District (the "District") is authorized to enter contracts for supplies, materials and work (70 ILCS 1250/8-1); and

**WHEREAS**, on March 17, 2025, the District and Advanced Landscaping, LLC. (the "Contractor") entered a one-year Agreement for Turf Grass Mowing services (the "Agreement") with a term remaining in full force and effect through March 31, 2026, and Section 2 of the Agreement provided that it could be extended for an additional one-year period, up to two years, upon approval of such an extension by the District and the Contractor, and upon prior appropriation therefore; and

**WHEREAS**, the District and the Contractor have agreed to an extension of one year, and the District has appropriated sufficient funds for such extension,

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

**Section 1.** The Board of Park Commissioners of the District hereby approves a one (1) year renewal of the Agreement, from April 1, 2026 to March 31, 2027 subject to the terms and conditions of the "Amendment to an Agreement Between the Oak Brook Park District and Advanced Landscaping, LLC. for Turf Grass Mowing" (the "Amendment"), and the President and Secretary of the District are hereby authorized, respectively, to execute and attest the Amendment in substantially the form attached hereto and made a part of this Resolution as Exhibit "A".

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

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

**PASSED AND APPROVED THIS 16<sup>th</sup> DAY OF FEBRUARY, 2026.**

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

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

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

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Sharon Knitter, President

ATTEST:

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Laure Kosey, Secretary

**AMENDMENT TO AN AGREEMENT BETWEEN THE  
OAK BROOK PARK DISTRICT AND ADVANCED LANDSCAPING,  
LLC. FOR THE TURF GRASS MOWING PROJECT**

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**THIS AMENDMENT** (the "Amendment") to the "Agreement Between the Oak Brook Park District and Advanced Landscaping, LLC. for the Turf Grass Mowing Project," dated March 17, 2025 (the "Agreement"), is made and entered into by and between the Oak Brook Park District ("District") and Advanced Landscaping, LLC. ("Advanced"). District and Advanced are hereinafter sometimes referred to together as the "Parties."

**WITNESSETH:**

**WHEREAS**, the Parties entered into the Agreement for the provision of turf grass maintenance services to various District parks by Advanced; and

**WHEREAS**, pursuant to Article II of the Agreement, the term of the Agreement expires on March 31, 2026 unless the Parties agree to extend the Agreement upon the same terms and conditions, for additional one-year period, up to two (2) years; provided that the District appropriated sufficient funds for such an extension; and

**WHEREAS**, the Parties extended the Agreement by one (1) additional year with an *Amendment to the Agreement* dated February 16, 2026, and the amended expiration of March 31, 2027; and

**WHEREAS**, the Parties desire to extend the Agreement by one (1) additional year; and

**WHEREAS**, the District has appropriated sufficient funds for such extension and increase of the Contract Price; and

**WHEREAS**, the Oak Brook Park District Board of Park Commissioners has determined that the best interest of the District and the public will be served to extend the Agreement based on the terms and conditions set forth in this Amendment.

**NOW, THEREFORE**, in consideration of the foregoing and the mutual covenants and agreements herein set forth, and other good and valuable consideration, the sufficiency of which is hereby acknowledged by the Parties, the District and Advanced agree to the terms and conditions of this Amendment as follows:

**ARTICLE I  
THE RECITALS ARE PART OF THIS AMENDMENT**

The representations, covenants and recitations set forth in the foregoing recitals are material to this Amendment and are hereby incorporated into and made a part of this Amendment as though fully set forth in this Article I.

**ARTICLE II**  
**EXTENSION OF TERM OF AGREEMENT**

In accordance with Article II of the Agreement, the term of the Agreement is hereby extended for one (1) year, with an expiration date of March 31, 2027.

**ARTICLE III**  
**REMAINING AGREEMENT PROVISIONS**

All other provisions, terms and conditions of the Agreement not amended by this Amendment shall remain in full force and effect without revision. In the event of any conflict between the provisions of this Amendment and the provisions of the Agreement, the provisions of this Amendment will control.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement this 16th day of February, 2026.

OAK BROOK PARK DISTRICT

ADVANCED LANDSCAPING, LLC..

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

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

Sharon Knitter, Its President

Its: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Laure Kosey, Its Secretary

Its: \_\_\_\_\_



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE 26-0217: AN ORDINANCE TRANSFERRING FUNDS TO AND FROM SEVERAL PARK DISTRICT FUNDS**

**AGENDA NO.: 9C**

**MEETING DATE: JANUARY 19, 2026**

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

A handwritten signature in blue ink that reads "Marco Salinas".

**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)**

Included in the fiscal year 2025-2026 adopted budgets, are a couple of operating transfers between our Corporate (General), Recreation, and Capital Projects Funds. The purposes of these transfers are to provide funding for various capital improvements.

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

The accompanying ordinance authorizes the transfer of funds between our Corporate (General), Recreation, and Capital Projects Funds for fiscal year 2025-2026. These transfers are to fund various capital improvements including the fitness center and indoor track entryway project, replacement storage garage in our Central Park, kitchen renovations at our Central Park West (CPW) building, various signage and information technology upgrades, tile deck replacement at our Swim Central, roof maintenance, exterior wall improvements and the complete overhaul of the elevator at our Family Recreation Center (FRC), and several other capital projects.

#### **ACTION PROPOSED:**

For Review and Discussion Only

**ORDINANCE NO. 26-0217**

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

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**WHEREAS**, the first six months of fiscal year 2025-2026 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 2025-2026 for the Corporate (General) Fund, are hereby transferred to the Recreation and Capital Projects Funds, with the Recreation, and Capital Projects 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 16th Day of February, 2026.**

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

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

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

Approved:

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Sharon Knitter, President

ATTEST:

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Laure L. Kosey, Secretary



## Fiscal Year 2025/2026

### Exhibit A

Fund	Operating Transfer Out	Operating Transfer In	Purpose
General	\$ 150,000.00		-To fund various capital improvements.
Recreation		\$ 150,000.00	
General	\$ 325,000.00		-To fund various capital improvements.
Capital Projects		\$ 325,000.00	
<b>Totals:</b>	<b>\$ 475,000.00</b>	<b>\$ 475,000.00</b>	

Board of Commissioners to Share Communications

The next Regular Meeting of the Oak Brook Park District Board of Commissioners will be held on February 16, 2026, 6:30 p.m.

Adjournment