



Oak Brook Park District Board Packet

September 22, 2025

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

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Agenda and Agenda Vote



AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
September 22, 2025 – 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. OPEN FORUM
3. CONSENT AGENDA
 - a. APPROVAL OF THE SEPTEMBER 22, 2025 AGENDA
 - b. APPROVAL OF MINUTES
 - i. August 18, 2025 Regular Board Meeting Minutes
 - ii. September 4, 2025 Special Board Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING AUGUST 31, 2025
 - i. Warrant 700
4. STAFF RECOGNITION
 - a. Brittany O'Neill – Landscape Specialist
5. PRESENTATIONS/PROCLAMATIONS
 - a. In Memory of Apparao Devata – Oak Brook Park District Foundation Board Member
 - b. Master Vision Annual Review
 - c. Gold Medal
6. REPORTS
 - a. Administration and Enterprise Operations Report
 - b. Finance and Human Resources Report
 - c. Recreation and Communications Report
 - d. Parks and Facilities Report
7. UNFINISHED BUSINESS
 - a. Section 6 – Administrative Policies and Procedures Manual Part II
 - b. Solar Power Purchase Agreement
 - c. Section 1 – Administrative Policies and Procedures Revision: Inclusion of the Pledge of Allegiance
 - d. Legal Invoices in Warrant





AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
September 22, 2025 – 6:30 p.m.
Canterberry Room

8. NEW BUSINESS

- a. Ordinance 25-1020: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings
- b. Ordinance 25-1021: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof
- c. Swim Central Out-of-District Private Rental Fees

9. BOARD OF COMMISSIONERS TO SHARE COMMUNICATIONS

10. ENTER CLOSED SESSION: For the purpose of discussing Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21); and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d) of the Open Meetings Act

11. CLOSED SESSION

- a. Semi-Annual Review of Closed Meeting Minutes for Release
 - i. Resolution 25-1022: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1989 through August 2025

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 OCTOBER 20, 2025, 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
September 22, 2025 – 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. 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.]*
3. 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 SEPTEMBER 22, 2025 AGENDA
 - b. APPROVAL OF MINUTES
 - i. August 18, 2025 Regular Board Meeting Minutes
 - ii. September 4, 2025 Special Board Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING AUGUST 31, 2025
 - i. Warrant 700
4. STAFF RECOGNITION *[Welcome Brittany O'Neill, Landscape Specialist]*
 - a. Brittany O'Neill – Landscape Specialist
5. PRESENTATIONS/PROCLAMATIONS *[For Review and Discussion Only]*
 - a. In Memory of Apparao Devata – Oak Brook Park District Foundation Board Member
 - b. Master Vision Annual Review
 - c. Gold Medal
6. 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





AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
September 22, 2025 – 6:30 p.m.
Canterberry Room

7. UNFINISHED BUSINESS

- a. Section 6 – Administrative Policies and Procedures Manual Part II *[Request a Motion (and a Second) to approve Section 6 - Administrative Policies and Procedures Manual, Part II. Roll Call Vote...]*
- b. Solar Power Purchase Agreement *[For Discussion and Review **OR** Request a Motion (and a Second) to approve the Solar Power Purchase Agreement (General Conditions and Special Conditions) between the Oak Brook Park District and ForeFront Power. Roll Call Vote...]*
- c. Section 1 – Administrative Policies and Procedures Revision: Inclusion of the Pledge of Allegiance *[Request a Motion (and a Second) to approve Section 1 - Administrative Policies and Procedures Revision: Inclusion of the Pledge of Allegiance. Roll Call Vote...]*
- d. Legal Invoices in Warrant *[Request a Motion (and a Second) to approve the inclusion of legal invoices in the warrant. Roll Call Vote...]*

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

- a. Ordinance 25-1020: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings
- b. Ordinance 25-1021: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof
- c. Swim Central Out-of-District Private Rental Fees

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

- 10. ENTER CLOSED SESSION:** For the purpose of discussing Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21); and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d) of the Open Meetings Act *[Request a Motion (and a Second) to enter into closed session for the purpose of discussing Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21); and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d) of the Open Meetings Act. Roll Call Vote...]*

11. CLOSED SESSION *[For Review and Discussion Only]*

- a. Semi-Annual Review of Closed Meeting Minutes for Release
 - i. Resolution 25-1022: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1989 through August 2025

- 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 of the September 22, 2025 Regular Board Meeting. Voice Vote, All in Favor...]***





AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
September 22, 2025 – 6:30 p.m.
Canterberry Room

13. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON OCTOBER 20, 2025, 6:30 P.M. *[Announce the Next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on October 20, 2025, 6:30 p.m.]*
14. ADJOURNMENT *[Request a Motion and a Second to adjourn the September 22, 2025 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.



Minutes

August 18, 2025 Regular Board Minutes
September 4, 2025 Special Board Minutes

MINUTES
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
August 18, 2025 – 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

President Knitter called to order the Regular Meeting of the Oak Brook Park District at the hour of 6:30 p.m. Commissioners Chan, Gondek, Ivkovic Kelley, Vescovi, and President Knitter answered “present” from the Oak Brook Park District Family Recreation Center, Canterbury Conference Room. Also present in Canterbury Conference Room was Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Bob Johnson, Deputy Director; Robert Pechous, Director of Recreation and Communications; and David Freeman, District Attorney.

2. OPEN FORUM

President Knitter asked if there were any public comments.

Lynn Trombetta, a resident of Oak Brook, shared concerns about the low impact fitness classes, citing issues with the Monday Zoom format and Wednesday and Friday’s loud/mismatched music and difficulty hearing instructions.

Frank Trombetta, a previous commissioner and an Oak Brook resident, recommended working together to find the best aerobics instructor.

President Knitter thanked the speakers. President Knitter announced that Commissioner Ivkovic Kelley has an emergency and will leave the meeting early after the Unfinished Business which will move next on the agenda.

3. UNFINISHED BUSINESS

a. Asphalt Replacement Bid

Motion: Commissioner Ivkovic Kelley made a motion, seconded by Commissioner Gondek to accept the base bid from Chicagoland Paving Contractors Inc. and reject the alternate bid for the Asphalt Replacement Project, and to approve an agreement between the Oak Brook Park District and Chicagoland Paving Contractors Inc. for a total cost not-to-exceed \$85,000.00.

The motion passed by roll call vote.

Ayes: Commissioners Chan, Gondek, Ivkovic Kelley, Vescovi, and President Knitter

Nays: None

b. Eclipse Select Soccer Club Agreement

Motion: Commissioner Ivkovic Kelley made a motion, seconded by Commissioner Gondek to approve the Eclipse Select Soccer Club’s Agreement.

Commissioner Chan reported on the abuse by Rory Dames which she stated is the owner of the Eclipse Select Soccer Club. Commissioner Chan added that Sarah Dames, Rory Dames’s wife, is currently on the Eclipse contract.

Dr. Kosey stated that Rory Dames is no longer the owner of Eclipse Select Soccer Club and is not allowed on Park District property.

President Knitter confirmed Rory Dames is no longer the owner. Attorney Freeman added that Commissioner Chan cannot impute Rory Dames's abuse on his wife and is irrelevant concerning her being in the contract.

Commissioner Chan questioned why Rory Dames's abuse was not shared with her and the Board.

Commissioner Ivkovic Kelley stated that Rory Dames's abuse is unrelated concerning the contract since he is no longer the owner.

The motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, and President Knitter

Nays: Commissioners Chan and Vescovi

c. Tennis Center Membership Pricing

Motion: Commissioner Chan made a motion, seconded by Commissioner Vescovi to approve the Tennis Center Membership Pricing as amended.

Commissioner Chan suggested further increasing the nonresident membership rate and keeping the resident rate as is.

Dr. Kosey had concerns about Commissioner Chan's rate adjustment since it had not been vetted.

The motion did not pass by roll call vote.

Ayes: Commissioners Chan, Vescovi

Nays: Commissioners Gondek, Ivkovic Kelley, and President Knitter

Motion: Commissioner Ivkovic Kelley made a motion, seconded by Commissioner Gondek to approve the Tennis Center Membership Pricing in its original form.

Commissioner Chan asked Commissioner Gondek if he had any comments on the pricing.

Commissioner Gondek stated that he reviewed the new rates and did not see anything wrong with them compared to the nearby tennis centers.

Commissioner Chan continued to ask Commissioner Gondek questions. Commissioner Chan commented that the attorney injects himself into the commissioners' discussion.

Attorney Freeman stated that he is here to assist with Board procedures for comments and discussions.

The motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, and President Knitter

Nays: Commissioners Chan and Vescovi

d. Central Park West Rental Rates

Motion: Commissioner Ivkovic Kelley made a motion, seconded by Commissioner Gondek to approve the Central Park West Rental Rate.

The motion passed by roll call vote.

Ayes: Commissioners Chan, Gondek, Ivkovic Kelley, Vescovi, and President Knitter

Nays: None

e. Section 6 – Administrative Policies and Procedures Manual Part I

Motion: Commissioner Ivkovic Kelley made a motion, seconded by Commissioner Gondek to approve Section 6 – Administrative Policies and Procedures Manual, Part I.

The motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, and President Knitter

Nays: Commissioners Chan and Vescovi

4. CONSENT AGENDA

a. APPROVAL OF THE AUGUST 18, 2025 AGENDA

b. APPROVAL OF MINUTES

i. July 21, 2025 Regular Board Meeting Minutes as **AMENDED**.

c. APPROVAL OF FINANCIAL STATEMENT ENDING July 31, 2025

i. Warrant 699

Motion: Commissioner Gondek made a motion, seconded by Commissioner Chan, to approve the Consent Agenda with the amended July 21, 2025 Regular Board Meeting Minutes.

President Knitter confirmed the minutes amended by Commissioner Chan have been distributed to the commissioners.

The motion passed by roll call vote.

Ayes: Commissioners Chan, Gondek, Ivkovic Kelley, Vescovi, and President Knitter

Nays:

Commissioner Ivkovic Kelley departed the meeting at 6:50 p.m.

After the Presentations/Proclamations, Commissioner Chan requested to reconsider her vote for the Consent Agenda.

Attorney Freeman stated it is appropriate to reconsider. The Board would need a motion from someone in favor from the approved Consent Agenda and will need a second. Attorney Freeman noted that Commissioner Ivkovic Kelley who was on the vote for the original Consent Agenda is not here to vote now.

Commissioner Chan would like to reconsider her vote and remove the financial statement from the approved Consent Agenda.

Motion: Commissioner Chan made a motion, seconded by Commissioner Vescovi, to reconsider and remove the Financial Statement July 31, 2025 from the approved Consent Agenda with amended July 21, 2025 Regular Board Meeting Minutes.

The motion passed by roll call vote.

Ayes: Commissioners Chan, Gondek, and Vescovi

Nays: President Knitter

Absent: Commissioner Ivkovic Kelley

Motion: Commissioner Chan made a motion, seconded by Commissioner Gondek, to approve the Financial Statement July 31, 2025 in its current form.

Commissioner Chan would like more details in the warrant.

Dr. Kosey stated the Park District will not be able to pay the bills, which concerns her if the Financial Statement is not approved.

Attorney Freeman suggested that the attorney invoices be pulled from the Financial Statement so the other payments can be made.

Commissioner Vescovi asked about a large payment listed on the warrant and would like more details on the credit card invoices.

Dr. Kosey stated that the payment was for the Tennis Center trip to Indianapolis. Detailed information of the items will be provided at the next meeting. Dr. Kosey stated that the legal invoices will be pulled but recommended other payments be made.

The motion did not pass by roll call vote.

Ayes: Commissioners Gondek and President Knitter

Nays: Commissioners Chan and Vescovi

Absent: Commissioner Ivkovic Kelley

Motion: Commissioner Gondek made a motion, seconded by President Knitter, to approve the Financial Statement July 31, 2025 with the exception of paying the attorney invoices.

The motion passed by roll call vote.

Ayes: Commissioners Chan, Gondek, Vescovi, and President Knitter

Nays:

Absent: Commissioner Ivkovic Kelley

5. STAFF RECOGNITION

- a. None

6. PRESENTATIONS/PROCLAMATIONS

- a. Gold Medal Video

The Gold Medal video was presented and had been submitted. Notification will occur in September.

7. REPORTS

- a. Administration and Enterprise Operations Report

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

Dr. Kosey stated more discussion is needed concerning the legal financial invoices.

- b. Finance and Human Resources Report

Marco Salinas presented the Finance and Human Resources Report, which can be found in the Park District's records.

Commissioner Chan asked about the current credit card fees.

Salinas stated that most of the credit card fees come from ActiveNet, which is used for registration and membership.

Commissioner Chan asked if the Park District compares credit card processing providers.

Pechous reported that credit card processing fees were compared in the past; however, ActiveNet requires the Park District to go through them due to the encryption process for credit card security. There is a transaction fee for using the software and a separate credit card fee. Pechous will get the fees for Commissioner Chan. Pechous noted that the Park District, in collaboration with other districts, had previously negotiated more favorable rates.

Salinas stated that as revenue increases more transactions are processed so the amount of the processing fee will be higher but will get Commissioner Chan the credit card processing percentage fee.

c. Recreation and Communications Report

Robert Pechous presented his report, which can be found in the Park District's records.

Dr. Kosey stated that Commissioner Chan had a question concerning gym rental fees.

Pechous reported the gym rental fees include all the external rental groups and Breakaway Basketball but do not include the Park District programs such as Get Better League. The numbers do fluctuate.

Dr. Kosey added that open pickleball is a Park District program, so it is not included in the gym rental fees; however, when a pickleball court is externally rented then that is included in the gym rental fees.

d. Parks and Facilities Report

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

Commissioner Gondek asked about the Forest Gate roadwork that may be occurring.

Johnson replied that the Park District spoke to the Village and learned the roadwork is not beginning yet, so the signs have been brought down; however, one of the signs went back up again so the Park District will contact the Village. The Village informed the Park District that there will be a meeting prior to the road work project.

President Knitter asked about the geese patrol.

Johnson stated that Geese Chasers are doing a great job and there is a noticeable reduction in geese.

Commissioner Gondek agreed that there was a great improvement.

8. NEW BUSINESS

a. Section 6 – Administrative Policies and Procedures Manual Part II

Dr. Kosey reported that Section 6 Part II is being updated and made more current since 2021. This is the last section in the manual.

Commissioner Chan questioned the necessity of making wording changes to this section considering the legal fees associated with those changes. Commissioner Chan expressed concern that considerable time is being spent on revisions that may have minimal impact.

Dr. Kosey replied that staff, not an attorney, are updating the wording in Section 6. The attorney will be involved only in matters related to policy or significant changes.

b. Solar Power Purchase Agreement

Johnson provided an update on the progress of the Solar Power Purchase Agreement. The Herscher School District has already negotiated a contract with Forefront Power, with Robbins Schwartz serving as the district's legal counsel. As Robbins Schwartz is the Park District's attorney, a working draft of the contract is currently being developed which the commissioners have seen. Forefront requested a meeting between the legal counsels and representatives from Forefront and the Park District.

c. Section 1 – Administrative Policies and Procedures Revision: Inclusion of the Pledge of Allegiance

Commissioner Chan provided her reason for including the pledge of allegiance.

Commissioners Gondek and President Knitter agreed the pledge of allegiance is a great idea.

d. Legal Invoices in Warrant

President Knitter reported that Commissioner Chan and Dr. Kosey agreed to terms of legal invoices described in the warrant.

Commissioner Chan stated that commissioners should see original invoices and receive a separate memo on expenses with description of the work.

Dr. Kosey asked if Commissioner Chan would be fine with coming into the office to see the original invoices, which will then remain in the office.

Commissioner Chan stated that commissioners should have invoices in their possession, and she understands confidential and sensitive information should never be shared. Commissioner Chan communicated that the Board could discuss printing out the invoices.

President Knitter stated that the commissioners should agree not to share the invoices.

Commissioner Chan communicated that the confidentiality "contract" does not need to be signed since the policy already covers commissioner confidentiality and there are expenses listed in the invoices that are already shared with the public. Commissioner Chan will not sign the confidentiality acknowledgement.

President Knitter stated she does not have any issues in signing the confidentiality acknowledgement and compromises will need to be made on both sides.

9. BOARD OF COMMISSIONERS TO SHARE COMMUNICATIONS

Commissioner Chan shared her concerns that the Eclipse Soccer history was not shared with the Board and would have liked to have had more discussion on their contract. Commissioner Chan wondered if other information had been withheld.

Dr. Kosey stated that she can meet with her to further discuss the Eclipse agreement.

Commissioner Chan regrets approving the Wizard's contract since items such as maintaining the field are not included in the contract. Commissioner Chan would like information on the maintenance of the field.

Dr. Kosey stated that she can meet with Commissioner Chan to further discuss the Wizard agreement.

President Knitter reported on the conduct of an elected Park Commissioner Tina Chan. President Knitter communicated the Request for Review from the PAC (Public Access Counselor) by Anthony Scarpiniti. President Knitter stated that Commissioner Chan emailed the PAC her opinion and urged them to consider her comments in the review. Commissioner Chan did not advise or notify the Board, Executive Director, District Attorney, or any of the employees of her email to the PAC. Commissioner Chan undermined the Park District's response to the Review and violated the Administrative Policies and Procedures Policy 1.1. Commissioner Chan disrespected the Park District and continued her pattern of attacks without regard to what is best for the Park District. President Knitter asked that Commissioner Chan acts with civility and respect, gathers information from all sides before displaying an opinion, and remembers that she is one member of a Board of five.

Commissioner Chan stated that she did not speak on behalf of the Park District when contacting the PAC and believed the Board violated the Open Meetings Act when going into Closed Session. Commissioner Chan did not believe the attorney was representing her so she wanted to share her opinion with the PAC.

10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON SEPTEMBER 22, 2025, 6:30 P.M.

President Knitter announced the next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on September 22, 2025 at 6:30 p.m.

11. ADJOURNMENT

Motion: Commissioner Vescovi made a motion, seconded by Commissioner Gondek, to adjourn the August 18, 2025, regular meeting of the Oak Brook Park District Board of Commissioners. The motion passed by voice vote, and the meeting adjourned at the hour of 7:40 p.m.

Laure L. Kosey, Executive Director

**MINUTES OF A SPECIAL MEETING
OF THE
OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS
September 4, 2025**

1) CALL TO ORDER THE SPECIAL MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND ROLL CALL

President Knitter called to order the Special Meeting of the Oak Brook Park District at the hour of 10:02 a.m. Commissioners Chan, Gondek, Vescovi, and President Knitter answered “present” from the Oak Brook Park District Family Recreation Center, Canterbury Conference Room. Also present in Canterbury Conference Room was Laure Kosey, Executive Director.

2) APPROVAL OF THE SEPTEMBER 4, 2025, AGENDA OF THE SPECIAL MEETING

Motion: Commissioner Gondek made a motion, seconded by Commissioner Chan, to approve the September 4, 2025, Agenda of the Special Meeting.

The motion passed by roll call vote.

Ayes: Commissioners Chan, Gondek, Vescovi, and President Knitter

Nays: None

Absent: Commissioner Ivkovic Kelley

3) OPEN FORUM

President Knitter asked if there were any public comments. No one addressed the Board.

4) SPECIAL MEETING BUSINESS

- a) Release of the approved minutes and audio recording of the May 19, 2025, Closed Session of the Regular Meeting

Motion: Commissioner Gondek made a motion, seconded by Commissioner Chan, to approve the release of the approved minutes and audio recording of the May 19, 2025, Closed Session of the Regular Meeting.

Commissioner Chan expressed support for releasing the minutes and audio recording from the closed session, as well as for the potential release of all closed sessions from the past 18 months. However, Commissioner Chan recommended redacting specific information in the May 19, 2025 Closed Session Minutes and audio recording.

Dr. Kosey noted that amendments cannot be made unless formally requested and indicated that the dates of all closed session meetings would be needed to proceed.

Commissioner Gondek stated that the closed session discussions likely included personal information and added that this would need to be part of a broader discussion; however, today’s agenda item specifically pertains to the May 19, 2025, meeting.

President Knitter explained the reason for releasing only these specific closed minutes to save the Oak Brook Residents taxpayers the legal expenses.

Commissioner Vescovi stated that he was not comfortable with releasing the minutes and audio recordings due to the sensitive information he shared regarding his health, family, and personal abilities.

President Knitter reminded Commissioner Vescovi that he shared his sensitive information at an open meeting.

Commissioner Ivkovic Kelley entered the meeting at 10:06 a.m.

Motion: Commissioner Chan made a motion seconded by Commissioner Vescovi to release the Closed Session Minutes and audio recordings: December 18, 2023 through May 19, 2025.

The motion did not pass by roll call vote.

Ayes: Commissioners Chan and Vescovi

Nays: Commissioners Gondek, Ivkovic Kelley, and President Knitter

Motion: Commissioner Ivkovic Kelley made a motion, seconded by Commissioner Gondek, to approve the release of the approved minutes and audio recording of the May 19, 2025 Closed Session of the Regular Meeting.

The motion passed by roll call vote.

Ayes: Commissioners Chan, Gondek, Ivkovic Kelley, Vescovi, and President Knitter

Nays: None

President Knitter read aloud the Parks District's official statement: The Park District's Board of Commissioners held a closed session on May 19, 2025 pursuant to Section 2(c)(3) of the Illinois Open Meetings Act. The purpose of the meeting was to discuss the performance of one of the Board's commissioners.

Section 2(c)(3) of the Open Meetings Act permits a public body to enter closed session to discuss the discipline, performance or removal of an occupant of public office when the public body is given power to remove the occupant under law or ordinance. Illinois Park Districts are authorized to remove Park District Commissioners under Section 2-25 of the Illinois Park District Code.

The Board entered the closed meeting after a proper motion, second and roll call vote. The discussion held in closed session was within the scope of the Open Meetings Act exception 2(c)(3).

Nevertheless, opponents of the Park District have falsely claimed that the closed meeting was illegal. These opponents have now filed two Requests for Review with the Illinois Public Access Counselor (also known as the PAC).

One of those Requests for Review was filed by Commissioner Tina Chan. Since taking her seat on the Park District's Board, Commissioner Chan has engaged in continuous groundless and destructive attacks against the Park District and its staff.

To properly respond to a Request for Review, the District's legal counsel must be engaged to evaluate the facts, review the law, and prepare and file written responses to the allegations with the PAC. The

Park District's legal team has responded in full to the first Request for Review. The due date for the second Request for Review is forthcoming.

Rather than continue to devote additional Park District resources to these false and spurious attacks on the Park District, the majority of the Board has decided to release the minutes and the verbatim recording of the May 19, 2025 closed meeting.

With the release of the May 19 closed minutes and verbatim recording, the majority of the Board demonstrates its commitment to transparency and economy.

The Park District remains committed to its mission: to provide the very best in parks, facilities, programs, and open space in the most cost-effective manner for the residents of Oak Brook.

5) THE NEXT REGULAR MEETING WILL BE HELD ON SEPTEMBER 22, 2025, 6:30 p.m.

President Knitter announced that the next Regular Meeting of the Oak Brook Park District Board of Commissioners will be held on September 22, 2025, 6:30 p.m., at the Family Recreation Center, Canterbury Room, 1450 Forest Gate Road, Oak Brook, IL 60523.

6) ADJOURNMENT

Motion: Commissioner Ivkovic Kelley made a motion, seconded by Commissioner Gondek, to adjourn the September 4, 2025 Special Meeting of the Oak Brook Park District Board of Commissioners. The motion passed by voice vote, and the meeting adjourned at the hour of 10:20 am.

Laure L. Kosey, Executive Director

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 August 31, 2025 and 2024

33.33% completed (4 out of 12 months)

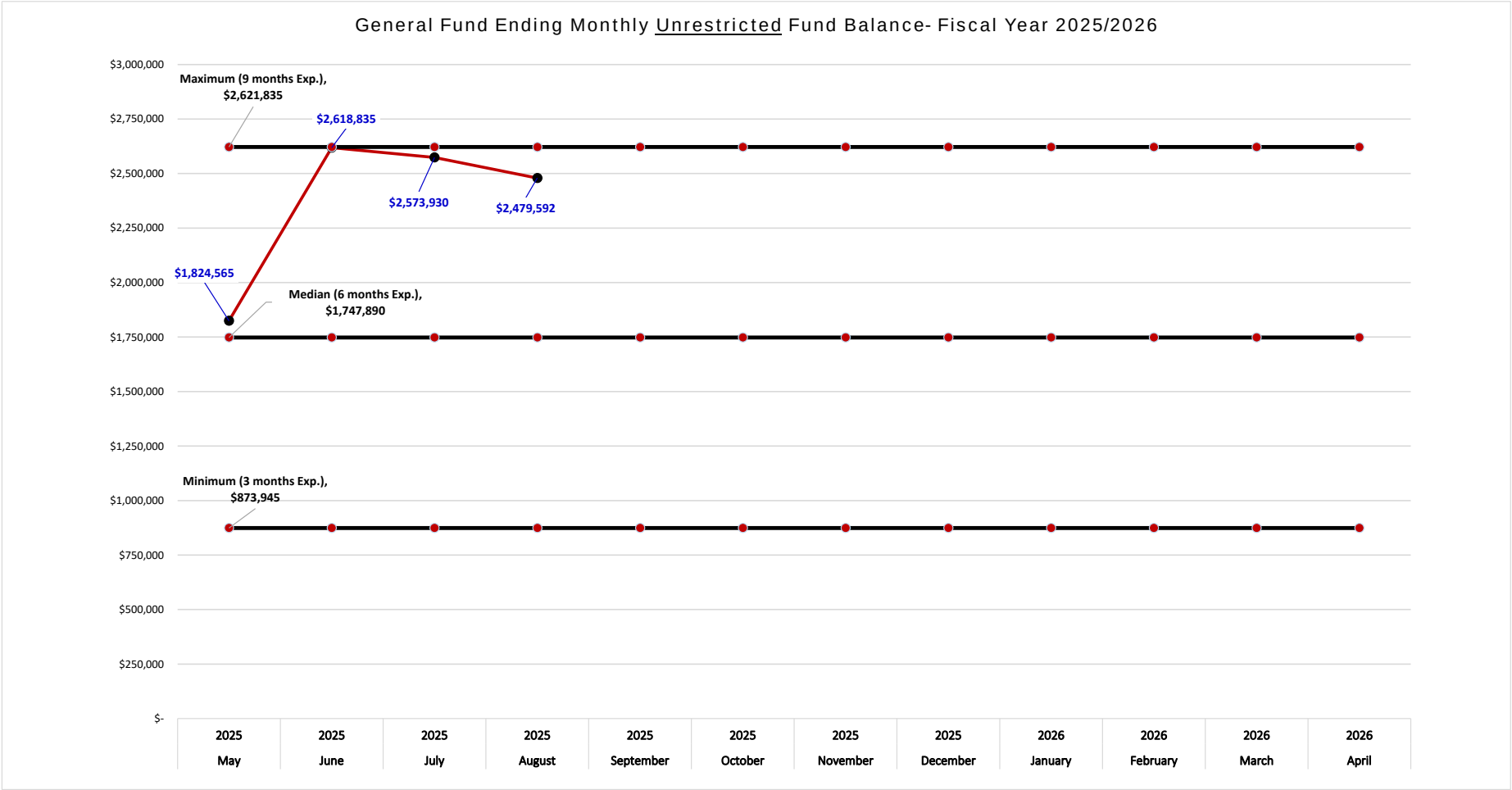
	Fiscal Year 2025/2026- Highlighted items reflect more than 8.33% variance							FY 2025/2026 compared to FY 2024/2025- Highlighted items reflect more than 10% variance		
	Original Annual Budget	August 2025 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget		Fiscal Year 2024/2025 YTD Actual	Actual Higher/(Lower) than 2024/2025 YTD Actual	Percent Change
REVENUES										
Administration	\$ -	\$ -	\$ -	N/A	\$ -	N/A		\$ -	\$ -	N/A
Finance										
Property Taxes	1,934,447	35,149	1,098,397	N/A	1,098,397	56.8%		1,040,191	58,206	5.6%
Personal Prop. Repl. Taxes	157,374	3,862	57,521	N/A	57,521	36.6%		75,859	(18,338)	-24.2%
Investment Income	82,600	10,889	39,821	N/A	39,821	48.2%		30,324	9,498	31.3%
Other	1,250	-	-	N/A	-	0.0%		1,000	(1,000)	-100.0%
Central Park North	102,250	14,585	48,365	N/A	48,365	47.3%		80,772	(32,407)	-40.1%
Central Park	240,300	39,089	104,924	N/A	104,924	43.7%		141,337	(36,413)	-25.8%
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	47,853	N/A	47,853	33.7%		33,398	14,455	43.3%
Building-Recreation Center	1,368,830	121,117	543,338	N/A	543,338	39.7%		364,664	178,674	49.0%
Central Park West	88,325	11,876	33,401	N/A	33,401	37.8%		-	33,401	N/A
TOTAL REVENUES	\$ 4,117,368	\$ 248,393	\$ 1,973,727	\$ -	\$ 1,973,727	47.9%		\$ 1,767,746	\$ 205,981	11.7%
EXPENDITURES										
Administration	\$ 371,186	\$ 35,464	\$ 91,706	\$ 123	91,828	24.7%		\$ 102,455	\$ (10,749)	-10.5%
Finance	342,450	32,039	88,676	16	88,692	25.9%		79,703	8,973	11.3%
Central Park North	95,371	3,705	23,641	19,725	43,366	24.8%		41,678	(18,037)	-43.3%
Central Park	858,297	85,787	257,606	64,039	321,645	30.0%		235,099	22,508	9.6%
Saddlebrook Park	20,180	1,200	4,565	6,235	10,800	22.6%		3,649	916	25.1%
Forest Glen Park	23,845	1,258	9,225	7,346	16,570	38.7%		8,685	540	6.2%
Chillem Park	5,879	180	804	1,454	2,259	13.7%		1,455	(650)	-44.7%
Dean Property	29,253	3,944	9,298	11,711	21,009	31.8%		4,898	4,401	89.9%
Professional Services	31,000	9,643	18,525	3,643	22,167	59.8%		11,006	7,519	68.3%
Information Technology	362,353	32,545	116,871	37,101	153,972	32.3%		100,768	16,103	16.0%
Building-Recreation Center	1,281,505	131,446	376,995	112,920	489,915	29.4%		346,274	30,721	8.9%
Central Park West	74,457	5,519	17,820	19,857	37,677	23.9%		13,876	3,944	28.4%
TOTAL EXPENDITURES	\$ 3,495,776	\$ 342,731	\$ 1,015,732	\$ 284,168	\$ 1,299,900	29.1%		\$ 949,546	\$ 66,187	7.0%
TRANSFERS OUT	\$ 475,000	\$ -	\$ -	\$ -	\$ -	0.0%		\$ -	\$ -	N/A
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 3,970,776	\$ 342,731	\$ 1,015,732	\$ 284,168	\$ 1,299,900	25.6%		\$ 949,546	\$ 66,187	7.0%
REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT	\$ 146,592	\$ (94,338)	\$ 957,995	\$ (284,168)	\$ 673,827	653.5%		\$ 818,200	\$ 139,795	17.1%

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									
Monthly Net Surplus/(Deficit)	302,967	794,270	(44,904)	(94,338)									\$ 957,995
Ending Unrestricted	\$ 1,824,565	\$ 2,618,835	\$ 2,573,930	\$ 2,479,592	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	



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	\$ 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	\$ 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	\$ 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 August 31, 2025 and 2024

33.33% completed (4 out of 12 months)

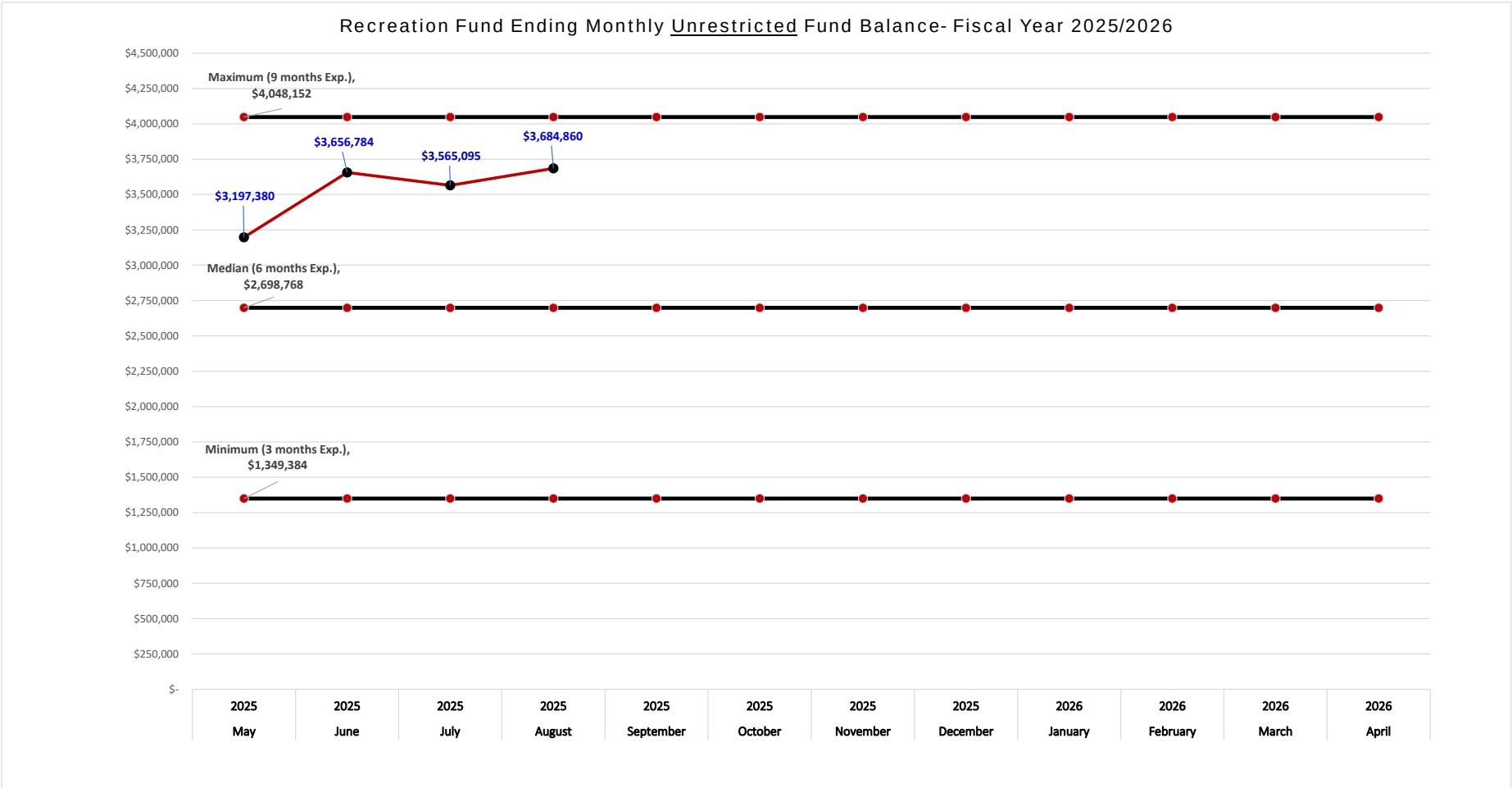
	Fiscal Year 2025/2026- Highlighted items reflect more than 8.33% variance						FY 2025/2026 compared to FY 2024/2025- Highlighted items reflect more than 10% variance		
	Original Annual Budget	August 2025 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2024/2025 YTD Actual	FY 2025/2026 YTD Actual Higher/(Lower) than 2024/2025 YTD Actual	Percent Change
REVENUES									
Administration									
Property Taxes	\$ 1,350,500	\$ 24,552	\$ 767,255	N/A	\$ 767,255	56.8%	\$ 770,476	\$ (3,221)	-0.4%
Personal Prop. Repl. Taxes	49,544	1,216	18,108	N/A	18,108	36.6%	23,882	(5,773)	-24.2%
Investment Income	122,400	13,642	46,658	N/A	46,658	38.1%	48,374	(1,716)	-3.5%
Other	3,000	736	3,024	N/A	3,024	100.8%	3,548	(524)	-14.8%
Fitness Center	869,615	87,567	335,733	N/A	335,733	38.6%	276,160	59,573	21.6%
Aquatic Center	760,254	66,602	341,343	N/A	341,343	44.9%	278,738	62,605	22.5%
Aquatic Recreation Prog.	567,947	67,948	247,273	N/A	247,273	43.5%	213,587	33,686	15.8%
Children's Athletics	533,210	250,041	356,443	N/A	356,443	66.8%	409,564	(53,121)	-13.0%
Preschool Programs	342,162	10,584	56,033	N/A	56,033	16.4%	53,105	2,928	5.5%
Youth Programs	244,987	1,179	221,526	N/A	221,526	90.4%	207,032	14,494	7.0%
Adult Programs	142,552	10,483	72,796	N/A	72,796	51.1%	72,606	190	0.3%
Pioneer Programs	59,855	11,518	35,061	N/A	35,061	58.6%	32,810	2,251	6.9%
Special Events and Trips	114,538	3,299	79,401	N/A	79,401	69.3%	81,231	(1,831)	-2.3%
Marketing	20,000	850	11,222	N/A	11,222	56.1%	22,370	(11,148)	-49.8%
Capital Outlay	-	-	-	N/A	-	N/A	-	-	N/A
TOTAL REVENUES	\$ 5,180,564	\$ 550,218	\$ 2,591,875	\$ -	\$ 2,591,875	50.0%	\$ 2,493,483	\$ 98,393	3.9%
TRANSFERS IN	\$ 150,000	\$ -	\$ -	N/A	-	0.0%	\$ -	\$ -	N/A
TOTAL REVENUES & TRANSFERS IN	\$ 5,330,564	\$ 550,218	\$ 2,591,875	\$ -	\$ 2,591,875	48.6%	\$ 2,493,483	\$ 98,393	3.9%
EXPENDITURES									
Administration	\$ 1,252,499	\$ 92,686	\$ 340,490	\$ 55,074	\$ 395,565	27.2%	\$ 322,306	\$ 18,184	5.6%
Fitness Center	646,660	54,747	181,278	56,335	237,613	28.0%	145,527	35,751	24.6%
Aquatic Center	1,319,444	129,540	417,049	131,661	548,710	31.6%	414,970	2,079	0.5%
Aquatic Recreation Prog.	303,894	25,685	76,104	48,926	125,031	25.0%	75,907	198	0.3%
Children's Athletics	369,921	28,017	71,204	280	71,484	19.2%	89,864	(18,660)	-20.8%
Preschool Programs	291,954	5,330	34,344	-	34,344	11.8%	37,356	(3,012)	-8.1%
Youth Programs	182,879	39,889	107,446	322	107,768	58.8%	100,014	7,432	7.4%
Adult Programs	108,699	9,365	32,709	-	32,709	30.1%	19,767	12,941	65.5%
Pioneer Programs	95,588	13,022	30,913	1,210	32,123	32.3%	30,315	598	2.0%
Special Events and Trips	112,779	1,077	36,534	2,184	38,719	32.4%	43,961	(7,427)	-16.9%
Marketing	353,103	31,095	98,656	4,749	103,406	27.9%	83,920	14,736	17.6%
Capital Outlay	360,112	-	-	-	-	0.0%	73,937	(73,937)	-100.0%
TOTAL EXPENDITURES	\$ 5,397,532	\$ 430,452	\$ 1,426,728	\$ 300,742	\$ 1,727,470	26.4%	\$ 1,437,845	\$ (11,117)	-0.8%
TRANSFERS OUT	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	N/A
TOTAL EXPENDITURES & TRANSFERS OUT	\$ 5,397,532	\$ 430,452	\$ 1,426,728	\$ 300,742	\$ 1,727,470	26.4%	\$ 1,437,845	\$ (11,117)	-0.8%
REVENUES & TRANSFERS IN, OVER (UNDER) EXPENDITURES & TRANSFERS OUT	\$ (66,969)	\$ 119,766	\$ 1,165,148	\$ (300,742)	\$ 864,406	-1739.8%	\$ 1,055,638	\$ 109,510	10.4%

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									
Monthly Net Surplus/(Deficit)	677,668	459,403	(91,689)	119,766									\$ 1,165,148
Ending Unrestricted	\$ 3,197,380	\$ 3,656,784	\$ 3,565,095	\$ 3,684,860	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	



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 August 31, 2025 and 2024

33.33% completed (4 out of 12 months)

REVENUES

Administration
Building- Racquet Club
Programs- Racquet Club
TOTAL REVENUES

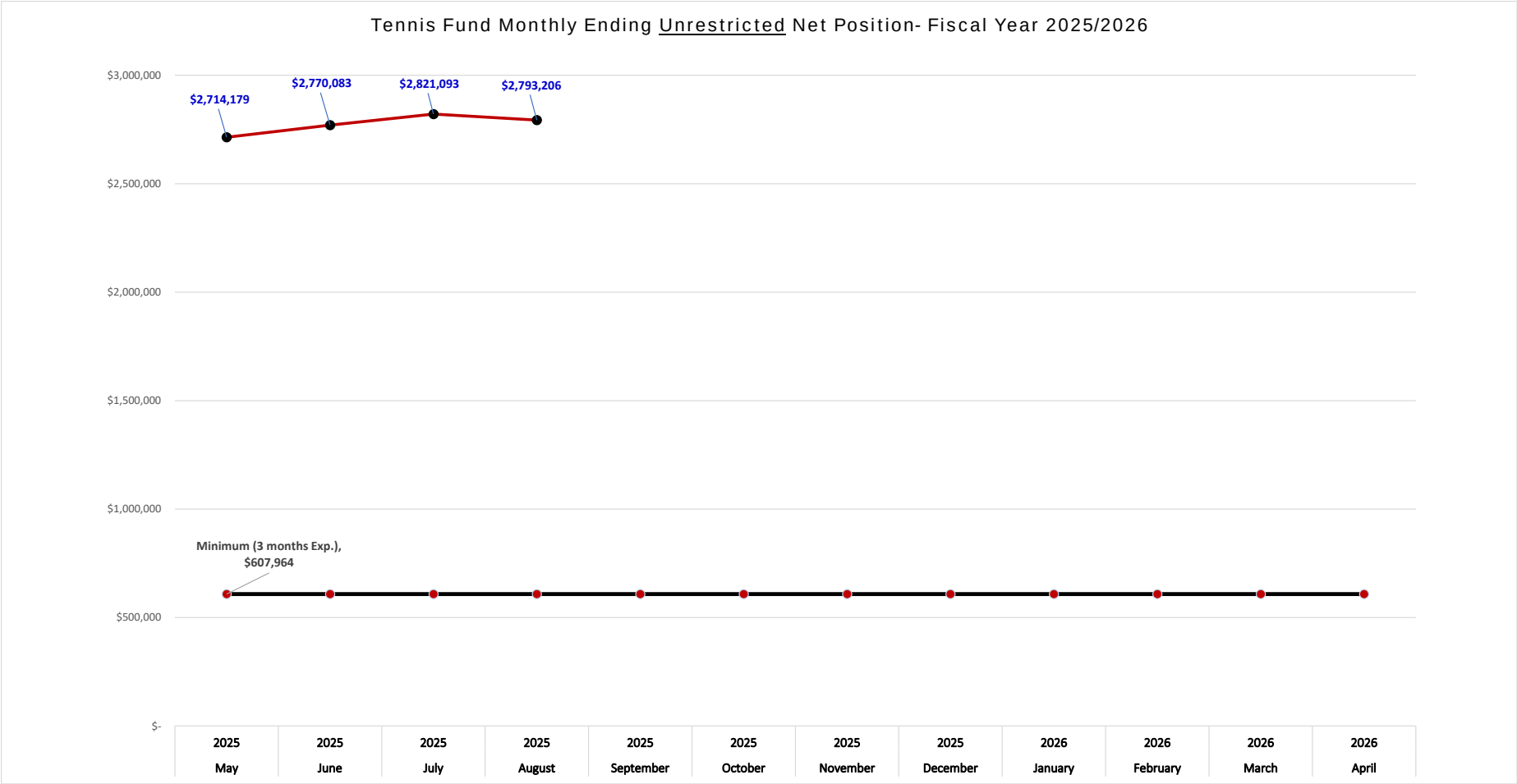
Fiscal Year 2025/2026- Highlighted items reflect more than 8.33% variance							FY 2025/2026 compared to FY 2024/2025- Highlighted items reflect more than 10% variance		
Original Annual Budget	August 2025 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget		Fiscal Year 2024/2025 YTD Actual	FY 2025/2026 YTD Actual Higher/(Lower) than 2024/2025 YTD Actual	Percent Change
\$ 123,100	\$ 13,431	\$ 75,822	N/A	\$ 75,822	61.6%		\$ 62,656	\$ 13,166	21.0%
1,000	-	-	N/A	-	0.0%		644	(644)	-100.0%
2,409,900	158,440	735,901	N/A	735,901	30.5%		1,102,757	(366,856)	-33.3%
\$ 2,534,000	\$ 171,872	\$ 811,723	\$ -	\$ 811,723	32.0%		\$ 1,166,057	\$ (354,334)	-30.4%
<u>EXPENSES</u>									
Administration	\$ 922,588	\$ 81,083	\$ 247,529	\$ 2,101	\$ 249,630	26.8%	\$ 217,797	\$ 29,732	13.7%
Building- Racquet Club	497,607	32,406	114,100	95,411	209,511	22.9%	91,418	22,681	24.8%
Programs- Racquet Club	1,011,659	86,269	246,602	2,236	248,838	24.4%	229,398	17,204	7.5%
Capital Outlay	225,000	-	-	-	-	0.0%	41,413	(41,413)	-100.0%
TOTAL EXPENSES	\$ 2,656,853	\$ 199,758	\$ 608,231	\$ 99,748	\$ 707,978	22.9%	\$ 580,027	\$ 28,204	4.9%
REVENUES OVER (UNDER) EXPENSES	\$ (122,853)	\$ (27,886)	\$ 203,492	\$ (99,748)	\$ 103,745	-165.6%	\$ 586,030	\$ (382,538)	-65.3%

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.

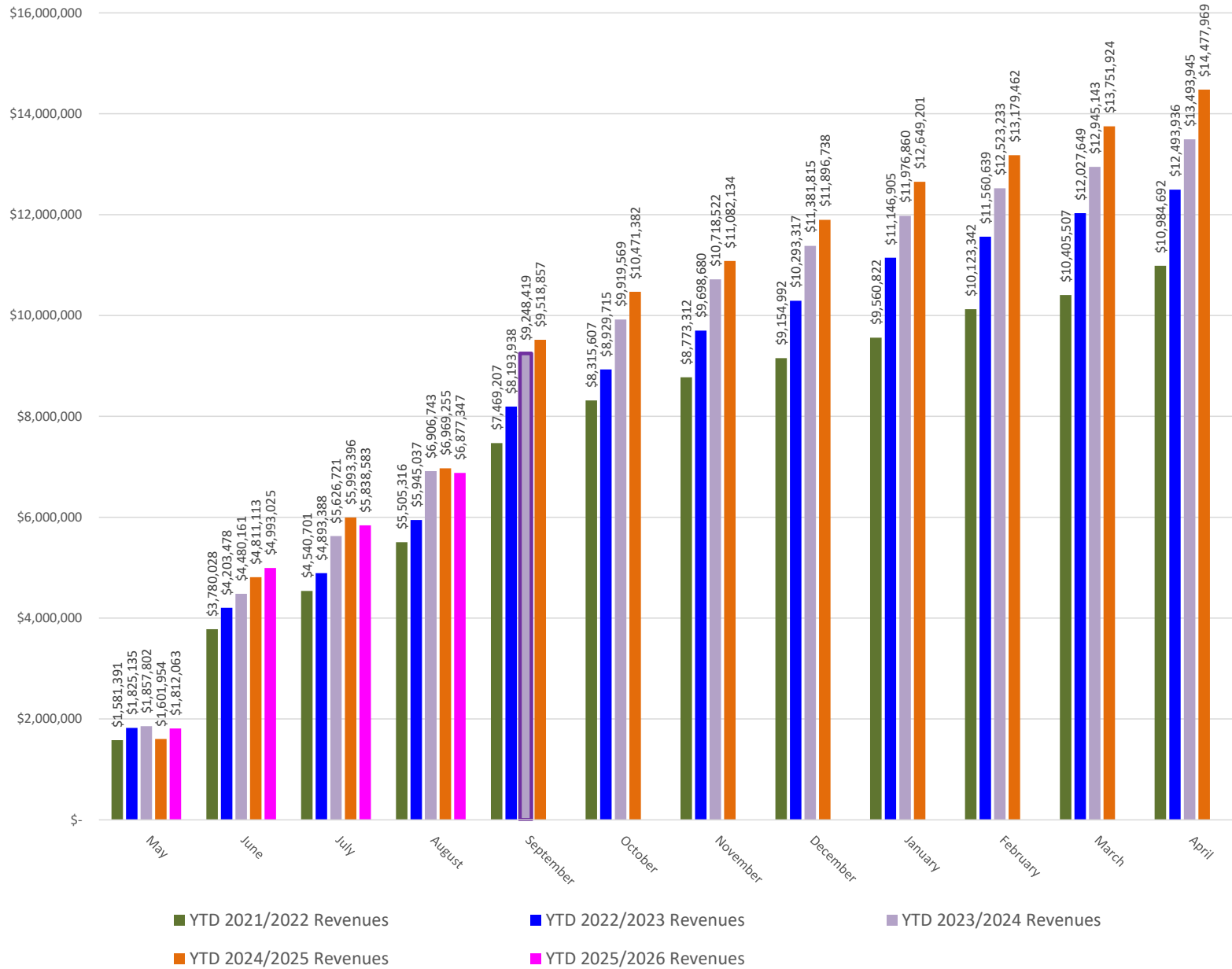
Oak Brook Park District
Schedule of Ending Monthly Unrestricted Net Position- Tennis Fund

Actuals- Unaudited													
	May	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 Investment in Capital Assets	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816									
Beginning Unrestricted	2,589,714	2,714,179	2,770,083	2,821,093									
Monthly Net Surplus/(Deficit)	124,465	55,904	51,010	(27,886)									\$ 203,492
Ending Investment in Capital Assets	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816	\$ 1,759,816									
Ending Unrestricted	\$ 2,714,179	\$ 2,770,083	\$ 2,821,093	\$ 2,793,206									



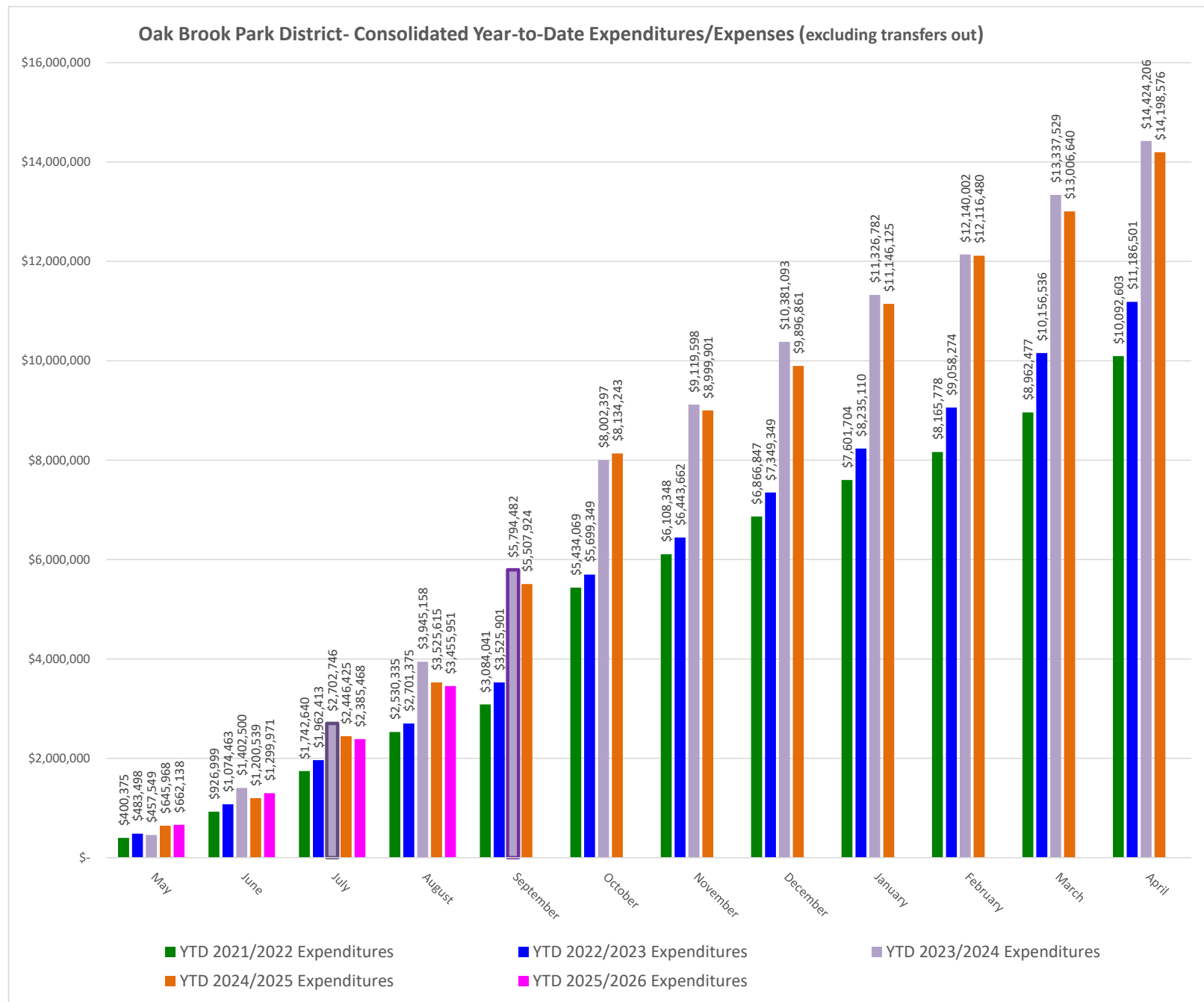
Minimum (3 months Exp.)	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964	\$ 607,964
Median (6 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Maximum (9 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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



NOTES

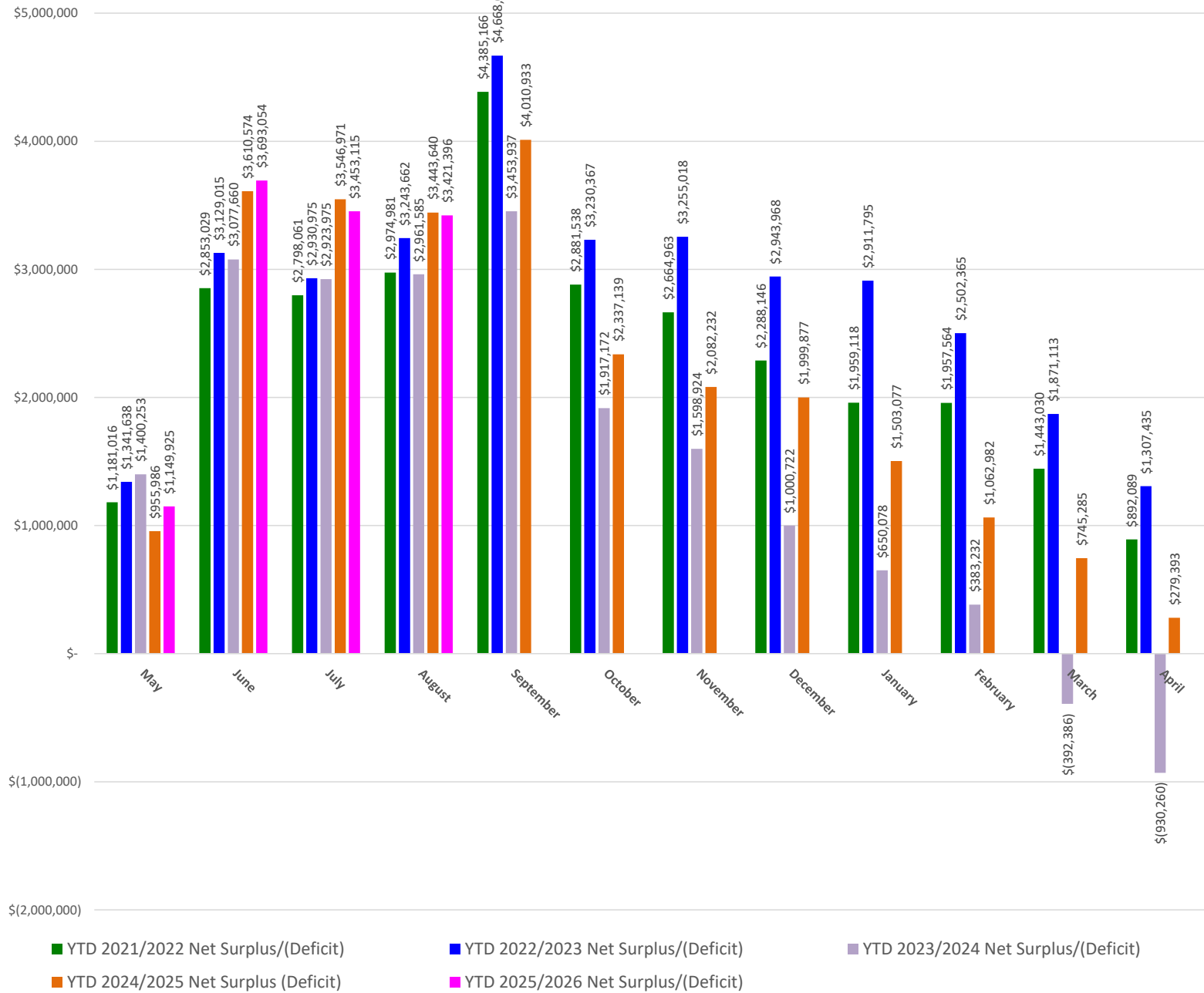
2023/2024 The large increase in Y-T-D revenues are being primarily driven by increased programming revenues in our fitness, aquatics, children's, special events departments, as well as in group tennis programming.



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).

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





OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENDITURE REPORT
August 2025

	FY 2025/2026 ANNUAL BUDGET	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (4 months)
GENERAL CORPORATE FUND			
Revenues & transfers in	\$ 4,117,368	\$ 248,393	\$ 1,973,727
Expenditures & transfers out	3,970,776	342,731	1,015,732
Net surplus/(deficit)	\$ 146,592	\$ (94,338)	\$ 957,995
RECREATION FUND			
Revenues & transfers in	\$ 5,330,564	\$ 550,218	\$ 2,591,875
Expenditures & transfers out	5,397,532	430,452	1,426,728
Net surplus/(deficit)	\$ (66,969)	\$ 119,766	\$ 1,165,148
IMRF FUND			
Revenues & transfers in	\$ 174,156	\$ 3,847	\$ 89,235
Expenditures & transfers out	182,000	18,671	59,027
Net surplus/(deficit)	\$ (7,844)	\$ (14,824)	\$ 30,209
LIABILITY INSURANCE FUND			
Revenues & transfers in	\$ 155,362	\$ 3,362	\$ 86,370
Expenditures & transfers out	177,846	4,499	80,787
Net surplus/(deficit)	\$ (22,484)	\$ (1,137)	\$ 5,583
AUDIT FUND			
Revenues & transfers in	\$ 10,243	\$ 232	\$ 6,585
Expenditures & transfers out	14,025	12,000	12,000
Net surplus/(deficit)	\$ (3,782)	\$ (11,768)	\$ (5,415)
DEBT SERVICE FUND			
Revenues & transfers in	\$ 1,674,784	\$ 30,544	\$ 943,196
Expenditures & transfers out	1,645,291	-	65,568
Net surplus/(deficit)	\$ 29,493	\$ 30,544	\$ 877,628
RECREATIONAL FACILITIES FUND (TENNIS CENTER)			
Revenues	\$ 2,534,000	\$ 171,872	\$ 811,723
Expenses	2,656,853	199,758	608,231
Net surplus/(deficit)	\$ (122,853)	\$ (27,886)	\$ 203,492
SPECIAL RECREATION FUND			
Revenues & transfers in	\$ 339,086	\$ 6,283	\$ 172,363
Expenditures & transfers out	326,959	13,170	28,961
Net surplus/(deficit)	\$ 12,127	\$ (6,887)	\$ 143,402



OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENDITURE REPORT
August 2025

	FY 2025/2026 ANNUAL BUDGET	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (4 months)
CAPITAL PROJECTS FUND			
Revenues & transfers in	\$ 1,849,679	\$ 92	\$ 22,772
Expenditures & transfers out	1,688,779	10,925	42,220
Net surplus/(deficit)	\$ 160,900	\$ (10,832)	\$ (19,448)
SOCIAL SECURITY FUND			
Revenues & transfers in	\$ 325,232	\$ 6,865	\$ 179,499
Expenditures & transfers out	329,613	38,277	116,698
Net surplus/(deficit)	\$ (4,381)	\$ (31,412)	\$ 62,802
CONSOLIDATED SUMMARY			
Revenues & transfers in	\$ 16,510,474	\$ 1,021,709	\$ 6,877,347
Expenditures/expenses & transfers out	16,389,675	1,070,483	3,455,951
Net surplus/(deficit)	\$ 120,799	\$ (48,774)	\$ 3,421,396

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

	CONSOLIDATED TOTALS
REVENUES & TRANSFERS IN	
Property Taxes	\$ 105,586
Replacement Taxes	7,152
Interest	41,230
Miscellaneous	736
Fitness Center Fees, Memberships, Sponsorships	87,567
Aquatic Center Program Fees, Memberships, Rentals	134,550
Other Recreation Program Fees	445,544
Marketing Service Fees, Sponsorships, Donations	850
FRC Rental/Member Fees	75,782
Field, Pavilion Rentals & Concessions- Central Park North	14,585
Field Rentals- Central Park	39,089
Satellite Parks & DNS	-
Information Technology	0
CPW Building Rentals & Other	11,476
Grant Proceeds	-
Overhead Revenues	57,559
Transfers In	-
TOTAL REVENUES & TRANSFERS IN:	\$ 1,021,709
EXPENDITURES/EXPENSES & TRANSFERS OUT	
Accounts Payable and Other	\$ 294,990
Payroll and Related Benefits	717,933
Overhead Expenditures	57,559
Transfers Out	-
TOTAL EXPENDITURES/EXPENSES & TRANSFERS OUT:	\$ 1,070,483
NET REVENUES/(EXPENDITURES/EXPENSES)	\$ (48,774)

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

<u>ASSETS</u>		Consolidated Totals
Current Assets		
Cash and Investments	\$	11,508,343
Receivables - Net of Allowances		
Property Taxes		5,909,155
Accounts		720,280
Due from Other Funds		-
Prepays		1,167
Inventories		20,381
Total Current Assets	\$	18,159,326
Noncurrent Assets		
Capital Assets		
Non-depreciable	\$	58,294
Depreciable		5,840,466
Accumulated Depreciation		(4,138,943)
Total Noncurrent Assets (net)	\$	1,759,817
 Total Assets	\$	 19,919,143
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Deferred Items-IMRF	\$	135,948
 Total Assets and Deferred Outflows of Resources	\$	 20,055,091
<u>LIABILITIES</u>		
Current Liabilities		
Accounts Payable	\$	77,174
Accrued Payroll		39,843
Retainage Payable		-
Unearned Revenue		1,025,385
Due To Other Funds		-
Unclaimed Property		108
Total Current Liabilities	\$	1,142,510
Noncurrent Liabilities		
Compensated Absences Payable	\$	13,890
Net Pension Liability - IMRF		17,176
Total OPEB Liability - RBP		221,449
Total Noncurrent Liabilities	\$	252,515
 Total Liabilities	\$	 1,395,025
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Deferred Items - IMRF	\$	42,440
Property Taxes		5,909,155
 Total Liabilities and Deferred Inflows of Resources	\$	 7,346,620
<u>FUND/NET POSITION BALANCES</u>		
Non-spendable	\$	1,166.95
Restricted		1,433,397
Committed		4,239,427
Assigned		-
Unassigned		2,481,457
 Net Investment in Capital Assets		 1,759,816
Restricted		-
Unrestricted		2,793,206
Total Fund/Net Position Balances	\$	12,708,470
 Total Liabilities, Deferred Inflows of Resources and Fund/ Net Position Balances	\$	 20,055,091

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

Investment Type	Bank/Institution	Current Year Balance	Current Year Rate/APY	Prior Year Rate/APY	Description/Note	Concentration Percentage
<u>Money Market</u>						
	Evergreen Bank	\$ 5,445,606.36	4.590%	5.100%	Interest-bearing	48.59%
	Hinsdale Bank	1,195,769.19	4.530%	5.520%	Interest-bearing	10.67%
	Sub-Total:	\$ 6,641,375.55				59.26%
<u>Savings</u>						
	Evergreen Bank	\$ -	4.500%	4.500%	Interest-bearing (Insured Cash Sweep)	0.00%
<u>Checking</u>						
	Fifth Third Bank	\$ 44,195.96	0.500%	0.670%	Interest-bearing	0.39%
<u>Investment Pool</u>						
	The Illinois Funds	\$ 4,521,168.46	4.436%	5.373%	Illinois Public Treasurers' Investment Pool	40.34%
	Grand Total Investments:	\$ 11,206,739.97				100.00%
<u>Benchmark</u>						
	Three-month U.S. Treasury Bill		4.147%	5.095%	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 8/29/2025 and 8/30/2024 .	

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

FUND & DESCRIPTION	VENDORS	Year-to-Date Expenditures
<u>Capital Projects Fund</u>		
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	1,574.50
LED digital poster/video screens	NSELED-US	6,350.00
Saddle Brook barn evaluation	FGM Architects	3,000.00
Sub-total Balance:		\$ 42,219.88
<u>Recreation Fund</u>		
Sub-total Balance:		\$ -
<u>Tennis Fund</u>		
Sub-total Balance:		\$ -
<u>Special Recreation Fund</u>		
Sub-total Balance:		\$ -
TOTAL YEAR-TO-DATE CAPITAL EXPENDITURES:		\$ 42,219.88

Warrant

Invoice Register Report

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INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

EXP CHECK RUN DATES 09/22/2025 - 09/22/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
25-0583 51062	A&A PAVING CONTRACTORS, INC CONCRETE SIDEWALK REPLACEMENT FAMILY 12-95-940-065 09-01-805-000	08/27/2025	09/22/2025	14,648.36 9,648.36 5,000.00	14,648.36	Open	N 09/22/2025
52414 50904	ABLE PRINTING SERVICE INC ABLE PRINTING Q2 OBPD NEWSLETTER 02-80-710-002	08/13/2025	09/22/2025	3,455.82 3,455.82	3,455.82	Open	N 09/22/2025
107652 51037	ACCRUE SOLUTIONS LLC FSA ADMIN FEES SEPT 2025 01-01-650-000 01-02-650-000 01-05-650-000 01-14-650-000 01-15-650-000 02-01-650-000 02-25-650-000 02-50-650-000 02-80-650-000 07-01-650-000	09/05/2025	09/22/2025	76.95 4.05 12.15 4.05 4.05 12.15 8.10 8.10 4.05 8.10 12.15	76.95	Open	N 09/22/2025
INV-107620-B8K3 50990	ANDERSON ELEVATOR CO. QUARTERLY ELEVATOR SERV. 01-15-750-006	09/01/2025	09/22/2025	664.00 664.00	664.00	Open	N 09/22/2025
0155396-IN 50895	AQUA PURE ENTERPRISES, INC. POOL CHEMCIALS 02-25-790-004	08/15/2025	09/22/2025	332.68 332.68	332.68	Open	N 09/22/2025
0155523-IN 50961	AQUA PURE ENTERPRISES, INC. POOL CHEMCIAL ANNUAL SUPPLY 02-25-790-004	08/25/2025	09/22/2025	1,696.65 1,696.65	1,696.65	Open	N 09/22/2025
0155588-IN 50975	AQUA PURE ENTERPRISES, INC. VGB POOL SUMP SURVEY 02-25-750-030	08/28/2025	09/22/2025	1,680.00 1,680.00	1,680.00	Open	N 09/22/2025
98712 50920	BERL ENTERPRISES LLC THREE ADA WATER FOUNTAINS FOR FRC 09-01-800-000	08/05/2025	09/22/2025	5,980.97 5,980.97	5,980.97	Open	N 09/22/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
09012025 51011	BEST OFFICIALS AUGUST 2025 REFEREE SERVICES 02-40-640-171 02-40-640-175	09/01/2025	09/22/2025	1,710.00 990.00 720.00	1,710.00	Open	N 09/22/2025
24884 51044	BR BLEACHERS INSTALL BASKETBALL BACKSTOP STAFETY 01-15-800-001	09/10/2025	09/22/2025	1,500.00 1,500.00	1,500.00	Open	N 09/22/2025
28885 51045	BR BLEACHERS ANNUAL SERVICE AGREEMENT 01-15-750-010	09/10/2025	09/22/2025	8,123.00 8,123.00	8,123.00	Open	N 09/22/2025
ES3002789-1 50891	BURRIS EQUIPMENT COMPANY TURF AERATOR, ROLLER, AND OVERSEEDER 12-95-940-065	08/11/2025	09/22/2025	13,560.00 13,560.00	13,560.00	Open	N 09/22/2025
PS3021696-1 50954	BURRIS EQUIPMENT COMPANY EQUIPMENT REPAIR - SMITHCO HYDRAULIC 01-05-790-017	08/21/2025	09/22/2025	745.28 745.28	745.28	Open	N 09/22/2025
348413 51064	BUTTREY RENTAL SERVICE INC. EQUIPMENT RENTAL DEANS PARKING LOT 01-09-750-005	07/03/2025	09/22/2025	290.00 290.00	290.00	Open	N 09/22/2025
AUG25.FIN2 50919	CARDMEMBER SERVICE FINANCE DEPT P-CARD PURCHASES 01-14-677-000 01-14-677-001 01-14-677-002	07/29/2025	09/22/2025	161.50 48.45 96.90 16.15	161.50	Open	N 09/22/2025
AUG25.PARKS2 51078*	CARDMEMBER SERVICE PARKS DEPT PCARD PURCHASES AUG 2025 01-05-750-021 01-05-750-021 01-05-690-001 01-05-790-017 01-05-740-020 01-05-790-017 01-05-740-020 01-05-790-018 01-05-740-020 01-05-750-020	08/26/2025	09/22/2025	1,809.10 (13.68) (13.51) 401.96 275.00 34.64 64.88 39.99 19.99 29.64 59.99	1,809.10	Open	N 09/22/2025

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Inv Num Inv Ref#	Vendor Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution						
	01-05-690-000	MIPE - AUGUST MEETING		25.00			
	01-05-790-005	AMZN - MAINT GARAGE SUPPLIES MIXING CUPS		29.99			
	01-05-790-018	MCMaster-CARR - EQUIPMENT REPAIR		36.06			
	01-05-790-018	AMZN - TANK SPRAYER REPLACEMENT PARTS		34.82			
	01-04-800-006	AMZN - REPLACEMENT BASKETBALL SFTY PADS		375.39			
	01-05-790-017	AMZN - AIR COMPRESSOR REGULATOR		214.44			
	01-05-750-006	AMZN - CPW KOI POND SUPPLIES		194.50			
AUG25.REC1 51079	CARDMEMBER SERVICE	08/26/2025	09/22/2025	421.95	421.95	Open	N 09/22/2025
	REC DEPT PCARD PURCHASES AUG 2025						
	02-01-690-000	SPRA - PROFESSIONAL WORKSHOP EVENT		20.00			
	02-40-765-171	QUICKSCORES - ADULT BASKETBALL LEAGUE		56.00			
	02-01-690-001	SOUTHWEST AIRLINES - NRPA CONFERENCE		289.95			
	02-40-765-175	QUICKSCORES - ADULT SOFTBALL LEAGUE		56.00			
AUG25.MKTG1 51080	CARDMEMBER SERVICE	08/26/2025	09/22/2025	828.44	828.44	Open	N 09/22/2025
	MKTG DEPT PCARD PURCHASES AUG 2025						
	02-80-930-000	META - ADS - WALK PARK WINE, YOGA, CHESS		297.74			
	02-80-930-000	META - AD - WALK IN PARK WINE TOUR		17.62			
	02-80-800-000	AMAZON - VELCRO - SIGNAGE		110.94			
	02-80-930-000	IPRA - JOB POST - AQUATIC MANAGER		315.00			
	02-80-960-000	BUSINESS CARDS - CAROLINE		43.57			
	02-80-960-000	BUISNESS CARDS - KEVIN		43.57			
AUG25.REC2 51081	CARDMEMBER SERVICE	08/26/2025	09/22/2025	720.09	720.09	Open	N 09/22/2025
	REC DEPT PCARD PURCHASES AUG 2025						
	01-15-730-003	1. 8FT BLACK TBLCLOTHS SPECIAL EVNT AMZN		88.65			
	01-20-765-500	1. 8FT BLACK TBLCLOTHS SPECIAL EVNT AMZN		88.65			
	02-60-765-026	1. 8FT BLACK TBLCLOTHS SPECIAL EVNT AMZN		88.60			
	01-04-765-040	2. NAPKINS FOR CONCESSIONS AMZN		58.25			
	01-04-800-010	3. CONCESSIONS PANS FOR PIZZA AMZN		54.98			
	01-04-765-040	4. CONESSIONS DOGS AND GLOVES GFS		18.96			
	02-32-640-050	5. SS INSTRUCTOR SPRING 2025		322.00			
AUG25.COMM1 51082	CARDMEMBER SERVICE	08/26/2025	09/22/2025	3,981.44	3,981.44	Open	N 09/22/2025
	COMMUNICATIONS DEPT PCARD PURCHASES						
	01-14-800-005	AMAZON-COMPRESSED AIR FOR CLEANING ELECT		28.28			
	01-14-721-000	T-MOBILE MONTHLY CELL PHONES/TABLET DATA		490.39			
	01-14-721-001	T-MOBILE MONTHLY CELL PHONES/TABLET DATA		267.47			
	01-14-721-002	T-MOBILE MONTHLY CELL PHONES/TABLET DATA		133.74			
	01-14-720-000	FIRST COMMUNICATIONS-ELEVATOR AND FAX LI		171.40			
	01-14-720-002	FIRST COMMUNICATIONS-ELEVATOR AND FAX LI		114.28			
	01-14-723-002	DYNAMIC MEDIA -FITNESS/REC MONTHLY RADI		65.90			
	01-14-720-000	COMCAST - PRI PHONE LINES -ALL BUILDINGS		189.59			
	01-14-720-001	COMCAST - PRI PHONE LINES -ALL BUILDINGS		189.57			
	01-14-720-002	COMCAST - PRI PHONE LINES -ALL BUILDINGS		126.38			

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Inv Num Inv Ref#	Vendor Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution						
	01-14-723-002	COMCAST - TENNIS CENTER CABLE TV SERVICE		71.27			
	01-14-722-000	COMCAST - DEAN NATURE INTERNET FOR SECUI		48.00			
	01-14-675-000	BAMBOO HR - MONTHLY SOFTWARE INVOICE		282.57			
	01-14-675-001	BAMBOO HR - MONTHLY SOFTWARE INVOICE		989.00			
	01-14-675-002	BAMBOO HR - MONTHLY SOFTWARE INVOICE		141.28			
	01-14-722-000	COMCAST - MAIN INTERNET-ALL BUILDINGS		146.55			
	01-14-722-001	COMCAST - MAIN INTERNET-ALL BUILDINGS		146.53			
	01-14-722-002	COMCAST - MAIN INTERNET-ALL BUILDINGS		97.69			
	01-14-675-000	NORTON- ANTI VIRUS FOR DISTRICT LAPTOPS		140.77			
	01-14-675-001	NORTON- ANTI VIRUS FOR DISTRICT LAPTOPS		140.78			
AUG25.COMM2 51083*	CARDMEMBER SERVICE	08/26/2025	09/22/2025	195.59	195.59	Open	N 09/22/2025
	COMM. DEPT PCARD PURCHASES AUG						
	02-80-960-000	ALPHA GRAPHICS- INDOOR DINK WALL		198.01			
	02-80-980-000	JEWEL OSCO-ALL STAFF TRAINING EMPLOYEE		14.95			
	02-80-980-000	JEWEL OSCO-- ALL STAFF TRAINING EMPLOYEE		81.32			
	01-01-074-000	QUICK BOOKS-FOUNDATION SOFTWARE		19.50			
	01-01-074-000	COSTCO-FOUNDATION FUNDRAISER RETURN		(118.19)			
AUG25.COMM3 51084	CARDMEMBER SERVICE	08/26/2025	09/22/2025	161.16	161.16	Open	N 09/22/2025
	COMM DEPT PCARD PURCHASES AUG 2025						
	02-80-960-000	WALMART- CANVAS PRINT (FULL CAMPUS VIEW)		80.58			
	02-80-960-000	WALMART- CANVAS PRINT (FULL CAMPUS VIEW)		80.58			
AUG25.MAINT2 51085	CARDMEMBER SERVICE	08/26/2025	09/22/2025	576.00	576.00	Open	N 09/22/2025
	MAINT DEPT PCARD PURCHASES AUG 2025						
	01-15-750-000	(AMAZON) BUMP GUARDS LCKR ROOM (1)		9.98			
	02-25-790-008	(AMAZON) MASKS PPE FAC PUMP ROOM (2)		42.97			
	02-25-790-004	(AMAZON) POOL TEST REAGENTS (3)		55.72			
	02-25-790-004	(AMAZON) POOL TEST REAGENTS (4)		50.85			
	01-15-750-000	(US FIRST AID) FIRST AID KITS AED (5)		48.79			
	01-15-800-000	(AMAZON) HOSE FOR GREEN SCRUBBER (6)		28.41			
	02-25-790-004	(AMAZON) CLARIFIER HOT TUB(7)		19.28			
	01-15-800-000	(HMP SUPPLY) HOSE FOR GREEN SCRUBBER (8)		53.05			
	01-15-800-000	(BATTERIES+) BATTERIES BLUE SCRUBBER(9)		247.90			
	01-15-800-000	(AMAZON) NEW BOTTOM PLATE VACCUM (10)		19.05			
AUG25.TENNIS1 51086	CARDMEMBER SERVICE	08/26/2025	09/22/2025	4,119.48	4,119.48	Open	N 09/22/2025
	TENNIS DEPT PCARD PURCHASES AUG 2025						
	07-75-790-008	JUNIOR TEAM TENNIS - TRAVEL MEALS		45.80			
	07-75-790-008	JUNIOR TEAM TENNIS - TRAVEL MEALS		17.75			
	07-01-700-000	SMARTJOB - JOB POSTING FEE		149.00			
	07-01-740-000	SO GONG - STAFF RECOGNITION - LUNCH		55.00			
	07-01-700-000	PTR - PROFESSIONAL ORGANIZATION MEMB FEE		262.00			
	07-01-700-000	USTA - PROFESSIONAL ORGANIZATION MEM FEE		44.00			
	07-75-870-007	BABOLAT STRINGING GROMMETS		84.60			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description						Post Date
	GL Distribution						
	07-75-870-007	BABOLAT STRINGING GROMMETS		44.59			
	07-01-740-000	PINSTripES STAFF SUMMER OUTING		551.28			
	07-75-870-000	HEAD RACQUETS		557.00			
	07-75-870-007	BABOLAT STRINGING GROMMETS		73.13			
	07-75-870-000	HEAD RACQUETS		378.82			
	01-14-675-002	SOFTWARE MONTHLY FEE		975.20			
	07-01-740-000	FIRST WATCH - STAFF RECOGNITION LUNCH		54.74			
	07-75-870-000	BABOLAT RACQUETS		826.57			
AUG25.TENNIS2							
51087	CARDMEMBER SERVICE	08/26/2025	09/22/2025	639.48	639.48	Open	N
	TENNIS DEPT PCARD PURCHASES AUG 2025						09/22/2025
	07-75-790-004	AMAZON - PROGRAMMING SUPPLIES		207.80			
	07-01-740-000	JIMMY JOHNS- EMPLOYEE MEETING LUNCH		135.14			
	07-01-740-000	JIMMY JOHNS - EMPLOYEE RECOGNITION LUNCH		34.92			
	07-01-730-002	AMAZON - COFFEE SUPPLIES		50.08			
	07-01-740-000	JIMMY JOHNS - EMPLOYEE MEETING LUNCH		135.14			
	07-01-730-002	AMAZON - COFFEE		76.40			
AUG25.AQU1							
51088*	CARDMEMBER SERVICE	08/26/2025	09/22/2025	1,353.19	1,353.19	Open	N
	AQUATICS DEPT PCARD PURCHASES AUG						09/22/2025
	02-25-705-001	WALMART PARTY SUPPLIES		42.42			
	02-25-690-010	STAFF RECOGNITION		745.31			
	02-26-765-001	AMAZON AQUATIC CLASS SUPPLIES		31.83			
	02-25-690-010	STAFF RECOGNITION		103.50			
	02-25-705-001	WALMART PARTY SUPPLIES		81.45			
	02-25-790-008	KIEFER AQUATICS LIFEGUARD WHISTLES		157.62			
	02-26-765-002	AMAZON EVENT PUMPKIN SWIM SUPPLIES		88.43			
	02-26-765-002	AMAZON EVENT PUMPKIN SWIM SUPPLIES		29.96			
	02-26-765-002	ORIENTAL TRADING PUMPKIN SWIM SUPPLIES		127.88			
	02-25-690-010	TAX EXEMEMPT REFUND		(55.21)			
AUG25.PARKS1							
51089	CARDMEMBER SERVICE	08/26/2025	09/22/2025	2,936.97	2,936.97	Open	N
	PARKS DEPT PCARD PURCHASES AUG 2025						09/22/2025
	02-25-800-010	3 ADA PICNIC TABLES FOR SWIM CENTRAL		2,336.97			
	01-15-750-000	CARPET SANITATION FAMILY LOCKER ROOM		600.00			
AUG25.FACIL1							
51090*	CARDMEMBER SERVICE	08/26/2025	09/22/2025	1,906.48	1,906.48	Open	N
	FACILITIES DEPT PCARD PURCHASES AUG						09/22/2025
	01-15-690-003	HSI STAFF TRAINING CPR/AED ALL AGES		(11.39)			
	02-26-702-000	AMAZON SWIM TEAM SUPPLIES		(242.49)			
	02-25-705-001	ZAZZOS BIRTHDAY PARTY GROUP RENTALS		77.04			
	01-15-690-003	HSI STAFF TRAINING CPR/AED ALL AGES		239.19			
	07-01-740-020	HSI STAFF TRAINING CPR/AED ALL AGES		56.95			
	01-15-690-003	HSI STAFF TRAINING CPR/AED ALL AGES		45.56			
	01-15-800-000	AMAZON BUILDING REPAIR & REPLACE		79.84			
	01-15-690-003	HSI STAFF TRAINING CPR/AED ALL AGES		11.39			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description						Post Date
	GL Distribution						
	01-15-690-003	HSI STAFF TRAINING CPR/AED ALL AGES		11.39			
	01-04-790-002	AMAZON CPW JANITORIAL SUPPLY		56.93			
	01-15-690-000	NRPA WORKSHOP		99.51			
	01-15-690-003	HSI STAFF TRAINING CPR/AED ALL AGES		11.39			
	01-15-800-000	AMAZON BLDING EQUIP REPAIR & REPL TABLES		700.00			
	02-25-790-004	AMAZON AQUATIC CHEMICALS		25.72			
	02-26-702-000	AMAZON SWIM TEAM SUPPLIES		727.47			
	02-25-730-001	AMAZON OFFICE SUPPLIES		5.78			
	02-25-790-005	AMAZON CUSTODIAL SUPPLIES		12.20			

AUG25.COMM.IT1

51091	CARDMEMBER SERVICE	08/26/2025	09/22/2025	2,759.44	2,759.44	Open	N
	I.T. DEPT PCARD PURCHASES AUG 2025						09/22/2025
	01-14-800-006	AMAZON - SCREEN PROJECTOR FOR STUDIO C		195.49			
	01-14-800-005	AMAZON - PHONE CASE/CHARGER FOR NEW HIRE		33.69			
	01-14-722-000	COMCAST - WIFI INTERNET - ALL BUILDINGS		70.05			
	01-14-722-001	COMCAST - WIFI INTERNET - ALL BUILDINGS		70.06			
	01-14-722-002	COMCAST - WIFI INTERNET - ALL BUILDINGS		46.71			
	01-14-723-000	COMCAST-TV CABLE FRC - JULY AND AUGUST		1,274.35			
	01-14-800-005	AMAZON - ELECTRIC CLEANER WIPES		17.80			
	01-14-800-006	AMAZON -PROJECTOR MOUNT/CABLES/HDMI WALL		84.66			
	01-14-800-006	AMAZON -HDMI EXTENDER PROJECTOR STUDIO C		66.48			
	01-14-722-000	APPLE - DEVICE MANAGEMENT SERVICE		51.00			
	01-14-722-001	APPLE - DEVICE MANAGEMENT SERVICE		51.00			
	01-14-722-002	APPLE - DEVICE MANAGEMENT SERVICE		34.00			
	01-14-786-000	CTSI GROUP- SEC CAMERA REPLACEMENT- CPW		764.15			

AUG25.ADMIN2

51092	CARDMEMBER SERVICE	08/26/2025	09/22/2025	153.42	153.42	Open	N
	ADMIN DEPT PCARD PURCHASES AUG 2025						09/22/2025
	01-01-730-002	AMAZON - GROUND COFFEE		31.87			
	01-01-730-001	AMAZON - CARDSTOCK PAPER		5.27			
	01-02-730-001	AMAZON - CARDSTOCK PAPER		5.28			
	01-15-730-001	AMAZON - CARDSTOCK PAPER		5.29			
	02-01-730-001	AMAZON - CARDSTOCK PAPER		5.29			
	02-21-730-001	AMAZON - CARDSTOCK PAPER		5.29			
	02-25-730-001	AMAZON - CARDSTOCK PAPER		5.29			
	02-80-730-001	AMAZON - CARDSTOCK PAPER		5.28			
	01-01-730-001	AMAZON - SHARPIE FINE TIP		1.29			
	01-02-730-001	AMAZON - SHARPIE FINE TIP		1.28			
	01-15-730-001	AMAZON - SHARPIE FINE TIP		1.28			
	02-01-730-001	AMAZON - SHARPIE FINE TIP		1.29			
	02-21-730-001	AMAZON - SHARPIE FINE TIP		1.28			
	02-25-730-001	AMAZON - SHARPIE FINE TIP		1.28			
	02-80-730-001	AMAZON - SHARPIE FINE TIP		1.29			
	01-01-730-001	AMAZON - KEYBOARD WRIST PAD		9.89			
	01-01-730-001	AMAZON - HANGING FILES AND SHIPPING TAPE		4.33			
	01-02-730-001	AMAZON - HANGING FILES AND SHIPPING TAPE		4.33			
	01-15-730-001	AMAZON - HANGING FILES AND SHIPPING TAPE		4.32			
	02-01-730-001	AMAZON - HANGING FILES AND SHIPPING TAPE		4.33			

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Inv Ref#	Description						Post Date
	GL Distribution						
	02-21-730-001	AMAZON - HANGING FILES AND SHIPPING TAPE		4.32			
	02-25-730-001	AMAZON - HANGING FILES AND SHIPPING TAPE		4.32			
	02-80-730-001	AMAZON - HANGING FILES AND SHIPPING TAPE		4.33			
	01-01-730-001	AMAZON - EXPANSION FILE FOLDERS		3.98			
	01-02-730-001	AMAZON - EXPANSION FILE FOLDERS		3.98			
	01-15-730-001	AMAZON - EXPANSION FILE FOLDERS		3.98			
	02-01-730-001	AMAZON - EXPANSION FILE FOLDERS		3.97			
	02-21-730-001	AMAZON - EXPANSION FILE FOLDERS		3.98			
	02-25-730-001	AMAZON - EXPANSION FILE FOLDERS		3.98			
	02-80-730-001	AMAZON - EXPANSION FILE FOLDERS		3.98			
	01-01-730-001	AMAZON - STICKY PADS		1.08			
	01-02-730-001	AMAZON - STICKY PADS		1.08			
	01-15-730-001	AMAZON - STICKY PADS		1.07			
	02-01-730-001	AMAZON - STICKY PADS		1.08			
	02-21-730-001	AMAZON - STICKY PADS		1.08			
	02-25-730-001	AMAZON - STICKY PADS		1.08			
	02-80-730-001	AMAZON - STICKY PADS		1.08			

AUG25.REC3

51093*

CARDMEMBER SERVICE	08/26/2025	09/22/2025	3,713.65	3,713.65	Open	N
REC DEPT PCARD PURCHASES AUG 2025						09/22/2025
02-60-765-026	AMAZON WITP SUPPLIES		39.59			
02-60-765-026	AMAZON WITP SUPPLIES		39.59			
02-50-760-000	AMAZON MAH JONGG SUPPLIES		6.99			
02-50-761-000	MAILING FOR MULTI DAY TRIP		31.40			
02-50-754-300	PIONEER DAY TRIP ADMISSIONS DEPOSIT		1,557.36			
02-50-765-305	PIONEER PROGRAM SUPPLIESAMAZON		7.15			
02-50-754-300	PIONEER DAY TRIP ADMISSION FINAL PAYMENT		1,582.08			
02-50-760-000	PIONEER PROGRAM SUPPLIES DOLLAR TREE		17.25			
02-50-760-000	PIONEER PROGRAM SUPPLIES TARGET		20.00			
02-50-760-000	PIONEER PROGRAM SUPPLIES AMAZON		65.98			
02-50-760-000	PIONEER PROGRAM SUPPLIES WALMART		39.43			
02-50-760-000	PIONEER PROGRAM SUPPLIES COSTCO		165.68			
02-50-760-000	PIONEER PROGRAM SUPPLIES AMAZON		70.78			
02-50-760-000	PIONEER PROGRAM SUPPLIES WALMART		63.45			
02-50-760-000	PIONEER PROGRAM SUPPLIES PD		15.00			
02-60-765-012	TOT TRAIL SUPPLIES AMAZON		158.15			
02-50-760-000	PIONEER PROGRAMS SUPPLIES AMAZON		6.99			
02-50-754-300	REFUND PIONEER DAY TRIP		(125.42)			
02-50-754-300	REFUND PIONEER DAY TRIP		(56.00)			
02-50-754-300	REFUND PIONEER DAY TRIP		(24.72)			
02-50-760-000	ALDI PIONEER PROGRAM SUPPLIES		19.81			
02-50-760-000	PETES PIONEER PROGRAM SUPPLIES		13.11			

AUG25.FIT1

51094

CARDMEMBER SERVICE	08/26/2025	09/22/2025	1,244.08	1,244.08	Open	N
FITNESS DEPT PCARD PURCHASES AUG						09/22/2025
02-60-794-007	AMAZON PRIZES ADULT TRIATHLONS		114.86			
02-21-765-000	AMAZON TESTING SUPPLIES AND EQUIPMENT		895.80			
02-21-765-001	AMAZON TESTING SUPPLIES AND EQUIPMENT		199.48			

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	02-21-730-001 JEWEL STAFF SUPPLIES			33.94			
AUG25.REC4 51095	CARDMEMBER SERVICE REC DEPT PCARD PURCHASES AUG 2025	08/26/2025	09/22/2025	1,637.72	1,637.72	Open	N 09/22/2025
	02-32-765-002 NETFLIX CAMP DOLPHIN STATION			17.99			
	02-32-754-004 PARADISE BAY PLAYGROUND CAMP FIELD TRIP			684.00			
	02-32-792-003 SUMMER CAMP - CAMP SUPPLIES			174.02			
	02-32-792-004 SUMMER CAMP - CAMP SUPPLIES			174.01			
	02-31-765-001 AMAZON PRESCHOOL SUPPLIES			11.49			
	02-31-765-001 AMAZON PRESCHOOL SUPPLIES			26.94			
	02-31-765-001 AMAZON PRESCHOOL SUPPLIES			109.99			
	02-31-792-001 COSTCO PRESCHOOL SUPPLIES			141.81			
	02-31-765-001 AMAZON PRESCHOOL SUPPLIES			12.67			
	02-31-792-001 WALMART PRESCHOOL SUPPLIES			41.38			
	02-31-765-001 AMAZON - PRESCHOOL SUPPLIES			26.46			
	02-31-765-001 AMAZON - PRESCHOOL SUPPLIES			14.72			
	02-31-765-001 AMAZON - PRESCHOOL SUPPLIES			12.99			
	02-31-765-001 AMAZON - PRESCHOOL SUPPLIES			59.06			
	02-31-765-001 AMAZON - PRESCHOOL SUPPLIES			108.74			
	02-31-765-001 AMAZON - PRESCHOOL SUPPLIES			21.45			
AUG25.PARKS3 51096	CARDMEMBER SERVICE PARKS DEPT PCARD PURCHASES AUG 2025	08/26/2025	09/22/2025	109.57	109.57	Open	N 09/22/2025
	01-05-790-017 DAVIS EQUIP- REPLACEMENT ABI REMOTE			64.22			
	01-05-790-018 AMZN.- REPLACEMENT BRUSH CUTTER BLADE			12.99			
	01-05-790-023 AMZN-HERBICIDE DYE			32.36			
AUG25.FACIL3 51097	CARDMEMBER SERVICE FACILITY DEPT PCARD PURCHASES AUG	08/26/2025	09/22/2025	158.30	158.30	Open	N 09/22/2025
	01-15-840-005 AMAZON COMBO LOCKS			133.99			
	01-15-840-010 AMAZON ZEBRA PRINTER CLEANER			24.31			
AUG25.ADMIN1 51098	CARDMEMBER SERVICE ADMIN DEPT PCARD PURCHASES AUG 2025	08/26/2025	09/22/2025	64.92	64.92	Open	N 09/22/2025
	01-01-740-002 SWEET TOAST CAFE- CONSERV FOUNDAT LUNCH			64.92			
AUG25.TEN3 51099	CARDMEMBER SERVICE TENNIS DEPT PCARD PURCHASES AUG2025	08/27/2025	09/22/2025	241.89	241.89	Open	N 09/22/2025
	07-71-790-001 AMAZON JANITORIAL SUPPLIES			78.80			
	07-01-740-000 MILLER'S EMPLOYEE RECOGNITION			53.00			
	07-71-750-002 AMAZON SAFETY SUPPLIES			82.54			
	07-71-800-002 AMAZON CUSTODDIAL TOOL			19.96			
	07-71-790-001 AMAZON JANITORIAL SUPPLIES			7.59			

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2970 50960	CASE LOTS INC. ANNUAL GYM WIPE SUPPLIES 01-15-790-001	08/21/2025	09/22/2025	343.20 343.20	343.20	Open	N 09/22/2025
3293 51027	CASE LOTS INC. GYM WIPES 01-15-790-001	09/08/2025	09/22/2025	343.20 343.20	343.20	Open	N 09/22/2025
30919 50921	CHICAGO CLASSIC COACH, LLC BUS FOR NAVY PIER TRIP ON AUG 15, 02-50-755-300	08/18/2025	09/22/2025	1,210.00 1,210.00	1,210.00	Open	N 09/22/2025
183330 51042	CLASSIC LANDSCAPE, LTD. HANDICAP PARKING LOT PAVER 09-01-805-000	09/08/2025	09/22/2025	14,408.00 14,408.00	14,408.00	Open	N 09/22/2025
INV09473886 50992	CULLIGAN QUENCH WATER COOLER SERVICE AT MAINT GARGE 01-05-770-007	09/01/2025	09/22/2025	155.86 155.86	155.86	Open	N 09/22/2025
51268 50989	DAWSONS TREE SERVICE TREE REMOVAL 01-07-750-015	08/29/2025	09/22/2025	885.00 885.00	885.00	Open	N 09/22/2025
447210/4 50896	EBEL'S ACE HARDWARE #8313 HARDWARE ITEMS 02-25-790-001	08/01/2025	09/22/2025	41.53 41.53	41.53	Open	N 09/22/2025
00205282-00 50899	EDWARD OCCUPATIONAL HEALTH PRE-EMPLOYMENT TESTING 01-02-650-010 02-01-840-010	07/31/2025	09/22/2025	128.00 69.00 59.00	128.00	Open	N 09/22/2025
00333889 51005	ELEVATOR INSPECTION SERVICE COMPANY ELEVATOR INSPECTION TENNIS CENTER 07-71-750-001	09/05/2025	09/22/2025	130.00 130.00	130.00	Open	N 09/22/2025
878 50903	ENCHANTED PRODUCTIONS LLC TRICK OR TREAT TRAIL CHARACTERS 02-60-751-012	05/13/2025	09/22/2025	1,325.00 1,325.00	1,325.00	Open	N 09/22/2025

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W2514900.01R 50968	ENGINEERING RESOURCE ASSOCIATES ANNUAL OSLAD SHORELINE MONITORING 01-04-790-021	08/19/2025	09/22/2025	700.00 700.00	700.00	Open	N 09/22/2025
0482455 50882	FERGUSON FACILITIES #3400 FRC JANITORIAL SUPPLIES 01-15-790-001	08/06/2025	09/22/2025	166.37 166.37	166.37	Open	N 09/22/2025
0471298-1 50886	FERGUSON FACILITIES #3400 JANITORIAL SUPPLIES 01-15-790-001	08/08/2025	09/22/2025	72.02 72.02	72.02	Open	N 09/22/2025
0577347 50973	FERGUSON FACILITIES #3400 JANITORIAL SUPPLIES: SCRUB PAD 01-15-790-001	08/26/2025	09/22/2025	21.38 21.38	21.38	Open	N 09/22/2025
0577385 50974	FERGUSON FACILITIES #3400 FRC JANITORIAL SUPPLIES 01-15-790-001	08/27/2025	09/22/2025	43.89 43.89	43.89	Open	N 09/22/2025
0629490 51025	FERGUSON FACILITIES #3400 FRC JANITORIAL SUPPLIES 01-15-790-001	09/08/2025	09/22/2025	178.55 178.55	178.55	Open	N 09/22/2025
0629357 51026	FERGUSON FACILITIES #3400 FRC JANITORIAL SUPPLIES 01-15-790-001	09/08/2025	09/22/2025	4.00 4.00	4.00	Open	N 09/22/2025
CM298859 51030	FERGUSON FACILITIES #3400 CREDIT- JANITORIAL SUPPLIES 01-15-790-001	08/29/2025	09/22/2025	(125.25) (125.25)	(125.25)	Open	N 09/22/2025
25-4343.01-2 50998	FGM ARCHITECTS INC. SADDLE BROOK BARN COST ANALYSIS OF 12-95-940-065	09/04/2025	09/22/2025	1,009.24 1,009.24	1,009.24	Open	N 09/22/2025
SF-403531 50885	FIRST STUDENT PLAYGROUND CAMP TRANSORTATION 7/31 02-32-755-004	08/07/2025	09/22/2025	666.00 666.00	666.00	Open	N 09/22/2025

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6262 51008	FITNESS EQUIPMENT SERVICES CARDIO EQUIPMENT REPAIRS 02-21-760-000 EXERCISE EQUIPMENT MAINTENANCE	08/27/2025	09/22/2025	576.00 576.00	576.00	Open	N 09/22/2025
FRC AUG-25 51049	FLAGG CREEK WATER RECLAMATION 019016-000 FRC SEWER EXPENSE AUG 25 01-15-770-003 FRC SEWER EXPENSE FY25-26 02-01-770-003 FRC SEWER EXPENSE FY25-26 02-21-770-015 FRC SEWER EXPENSE FY25-26 02-25-770-015 FRC SEWER EXPENSE FY25-26	08/27/2025	09/22/2025	3,058.70 764.68 611.74 611.74 1,070.54	3,058.70	Open	N 09/22/2025
CPW AUG-25 51050	FLAGG CREEK WATER RECLAMATION 019013-000 CPW SEWER AUG 2025 01-20-770-002 SEWER	08/27/2025	09/22/2025	41.31 41.31	41.31	Open	N 09/22/2025
TC AUG-25 51051	FLAGG CREEK WATER RECLAMATION 019014-000 TENNIS CENTER SEWER AUG 07-71-770-003 SEWER	08/27/2025	09/22/2025	88.92 88.92	88.92	Open	N 09/22/2025
MAINT AUG-25 51052	FLAGG CREEK WATER RECLAMATION 116742-000 SEWER AT MAINT GARAGE AUG 01-05-770-008 SEWER MAINTENANCE GARAGE	08/27/2025	09/22/2025	34.57 34.57	34.57	Open	N 09/22/2025
CPN AUG-25 51053	FLAGG CREEK WATER RECLAMATION 131766-002 CPN AUG 2025 SEWER 01-04-770-003 SEWER- CPN	08/27/2025	09/22/2025	55.01 55.01	55.01	Open	N 09/22/2025
1156084-1 51041	FLOOR COVERINGS INTERNATIONAL LOWER LEVEL CARPET PROJECT DEPOSIT 07-80-805-000 LOWER LEVEL CARPET PROJECT	09/09/2025	09/22/2025	10,587.59 10,587.59	10,587.59	Open	N 09/22/2025
2025-5 51047*	FLUID RUNNING LLC FLUID RUNNING SUMMER II REGISTRATION 02-26-640-001 SUMMER II REGISTRATION 02-26-640-001 DROP INS 02-26-640-001 POOL USAGE FEE	08/26/2025	09/22/2025	2,500.20 873.60 2,460.00 (833.40)	2,500.20	Open	N 09/22/2025
RI106753365 50994	FP MAILING SOLUTIONS POSTAGE METER QUARTERLY LEASE 01-14-678-000 LEASES-CORPORATE 01-14-678-001 LEASES-RECREATION 01-14-678-002 LEASES-TENNIS	09/01/2025	09/22/2025	92.85 32.50 51.06 9.29	92.85	Open	N 09/22/2025

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AUGUST182025 50947	GATEWAY SRA SRA MEMBERSHIP 1ST INSTALLMENT FY 25 09-01-700-000	07/31/2025	09/22/2025	20,402.65	20,402.65	Open	N 09/22/2025
	GATEWAY 1ST INSTALLMENT FY 25-26			20,402.65			
IO1042613 50900	GFC LEASING FY 25-26 COPIER LEASE M238697 01-14-678-000 01-14-678-001 01-14-678-002	08/01/2025	09/22/2025	439.35	439.35	Open	N 09/22/2025
	FY24/25 COPIER LEASE 153.77/241.64/43.94			153.77			
	FY24/25 COPIER LEASE 153.77/241.64/43.94			241.64			
	FY24/25 COPIER LEASE 153.77/241.64/43.94			43.94			
IO1050978 51007	GFC LEASING FY 25-26 COPIER LEASE M238697 01-14-678-000 01-14-678-001 01-14-678-002	09/01/2025	09/22/2025	439.35	439.35	Open	N 09/22/2025
	COPIER LEASE- CORPORATE			153.77			
	COPIER LEASE- RECREATION			241.64			
	COPIER LEASE- TENNIS			43.94			
IN15282107 50952	GORDON FLESCH COMPANY MONTHLY COPIER USAGE 01-14-678-000 01-14-678-001 01-14-678-002	08/19/2025	09/22/2025	428.60	428.60	Open	N 09/22/2025
	LEASES-CORPORATE			150.01			
	LEASES-RECREATION			235.73			
	LEASES-TENNIS			42.86			
9618908157 50965	GRAINGER EPOXY PAINT SWIM CENTRAL 02-25-750-030	08/25/2025	09/22/2025	180.15	180.15	Open	N 09/22/2025
	AQUATIC FACILITY MAINTENANCE			180.15			
124016 50955	HAGG PRESS BANNERS FOR SPONSORS 02-80-960-000	08/22/2025	09/22/2025	125.00	125.00	Open	N 09/22/2025
	PRINTED MATERIALS			125.00			
123954 50957	HAGG PRESS HARMONY IN PARK BANNER 02-80-960-000	08/18/2025	09/22/2025	190.00	190.00	Open	N 09/22/2025
	PRINTED MATERIALS			190.00			
00635808 50981	HALOGEN SUPPLY COMPANY, INC. REPLACEMENT GRUNDFOS PACO 10HP PUMP 02-25-750-021	08/28/2025	09/22/2025	8,575.00	8,575.00	Open	N 09/22/2025
	GRUNDFOS PACO 10HP PUMP MOTOR			8,575.00			
72545 51059*	HAUGLAND BROS INC FLOOR/COMMERCIAL TILE & GROUT 02-25-750-021 02-25-750-021 01-15-750-000	08/27/2025	09/22/2025	1,807.58	1,807.58	Open	N 09/22/2025
	TILE & GROUT CLEANING POOL DECK			703.48			
	TILE & GROUT CLEANING SPA			997.10			
	TILE & GROUT CLEANING STAIRWELL			207.00			

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	01-15-750-000	DISCOUNT FIRST TIME CLIENT		(100.00)			
6038124289 50785	HI TOUCH BUSINESS SERVICES LLC REFUND ON PAPER	07/29/2025	09/22/2025	(22.19)	(22.19)	Open	N 09/22/2025
	01-01-730-001	OFFICE SUPPLIES		(3.17)			
	01-02-730-001	OFFICE SUPPLIES		(3.17)			
	01-15-730-001	OFFICE SUPPLIES		(3.17)			
	02-01-730-001	OFFICE SUPPLIES		(3.17)			
	02-21-730-001	OFFICE SUPPLIES		(3.17)			
	02-25-730-001	OFFICE SUPPLIES		(3.17)			
	02-80-730-001	OFFICE SUPPLIES		(3.17)			
6038124290 50877	HI TOUCH BUSINESS SERVICES LLC COPY PAPER- CREDITED IN FULL	07/29/2025	09/22/2025	22.19	22.19	Open	N 09/22/2025
	01-01-730-001	OFFICE SUPPLIES		3.17			
	01-02-730-001	OFFICE SUPPLIES		3.17			
	01-15-730-001	OFFICE SUPPLIES		3.17			
	02-01-730-001	OFFICE SUPPLIES		3.17			
	02-21-730-001	OFFICE SUPPLIES		3.17			
	02-25-730-001	OFFICE SUPPLIES		3.17			
	02-80-730-001	OFFICE SUPPLIES		3.17			
1865112 50963	HINSDALE NURSERIES INC POTTING SOIL	08/25/2025	09/22/2025	10.79	10.79	Open	N 09/22/2025
	01-05-790-022	LANDSCAPING / ORNAMENTAL SUPP.		10.79			
1865177 50964	HINSDALE NURSERIES INC LANDSCAPING SUPPLIES - STAFF PATIO	08/25/2025	09/22/2025	93.00	93.00	Open	N 09/22/2025
	01-05-790-022	LANDSCAPING / ORNAMENTAL SUPP.		93.00			
1865394 50985	HINSDALE NURSERIES INC LANDSCAPE SUPPLIES LOADING DOCK	08/27/2025	09/22/2025	446.80	446.80	Open	N 09/22/2025
	01-05-790-022	LANDSCAPING / ORNAMENTAL SUPP.		446.80			
1865395 50986	HINSDALE NURSERIES INC LANDSCAPE SUPPLIES PATIO	08/27/2025	09/22/2025	527.10	527.10	Open	N 09/22/2025
	01-05-790-022	LANDSCAPING / ORNAMENTAL SUPP.		527.10			
1865399 50987	HINSDALE NURSERIES INC LANDSCAPE SUPPLIES LOADING DOCK	08/27/2025	09/22/2025	36.00	36.00	Open	N 09/22/2025
	01-05-790-022	LANDSCAPING / ORNAMENTAL SUPP.		36.00			
1865606 50988	HINSDALE NURSERIES INC LANDSCAPE SUPPLIES LOADING DOCK	08/29/2025	09/22/2025	129.95	129.95	Open	N 09/22/2025

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	01-05-790-022 LANDSCAPING / ORNAMENTAL SUPP.			129.95			
1866033 50995	HINSDALE NURSERIES INC LANDSCAPE SUPPLIES SADDLEBROOK 01-06-790-010 LANDSCAPE SUPPLIES	09/03/2025	09/22/2025	482.70	482.70	Open	N 09/22/2025
				482.70			
1866042 50996	HINSDALE NURSERIES INC CREDIT LANDSCAPE SUPPLIES 01-06-790-010 LANDSCAPE SUPPLIES	09/03/2025	09/22/2025	(99.00)	(99.00)	Open	N 09/22/2025
				(99.00)			
6191787 50924	HOME DEPOT CREDIT SERVICES ERC BOILER PUMP REPAIR- RETURNED 01-15-750-018 BOILER SERVICE	08/13/2025	09/22/2025	(52.88)	(52.88)	Open	N 09/22/2025
				(52.88)			
5901376 50925	HOME DEPOT CREDIT SERVICES RETAINING WALL PROJECT MATERIALS & 01-05-790-022 LANDSCAPING / ORNAMENTAL SUPP. 01-05-790-005 MAINTENANCE GARAGE SUPPLIES	08/14/2025	09/22/2025	150.86	150.86	Open	N 09/22/2025
				128.95			
				21.91			
5714275 50926	HOME DEPOT CREDIT SERVICES HVAC INSULATED DUCTING 01-15-800-000 BLDG EQUIP / REPAIR & REPLACE	08/14/2025	09/22/2025	67.89	67.89	Open	N 09/22/2025
				67.89			
5011709 50927	HOME DEPOT CREDIT SERVICES DOWNSPOUT REPAIR FITTING 01-05-800-006 PARK EQUIP / REPLACE & REPAIR	08/14/2025	09/22/2025	7.96	7.96	Open	N 09/22/2025
				7.96			
5011681 50928	HOME DEPOT CREDIT SERVICES DISTILLED WATER FOR LIFT BATTERIES 01-05-790-017 EQUIPMENT SERVICE	08/14/2025	09/22/2025	6.20	6.20	Open	N 09/22/2025
				6.20			
6524185 50929	HOME DEPOT CREDIT SERVICES AQUATICS OFFICE SHELIVING 02-25-730-001 OFFICE SUPPLIES	08/13/2025	09/22/2025	32.89	32.89	Open	N 09/22/2025
				32.89			
2164421 50930	HOME DEPOT CREDIT SERVICES RETURN CREDIT - BASEBALL FIELD 01-14-786-000 VIDEO SURVEILLANCE & MONITORING-CORP.	08/07/2025	09/22/2025	(67.10)	(67.10)	Open	N 09/22/2025
				(67.10)			
2023195 50931	HOME DEPOT CREDIT SERVICES BASEBALL FIELD CAMERAS SUPPLIES 01-14-786-000 VIDEO SURVEILLANCE & MONITORING-CORP.	08/07/2025	09/22/2025	99.43	99.43	Open	N 09/22/2025
				99.43			

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3622783 50932	HOME DEPOT CREDIT SERVICES CAULKING MATERIALS 01-15-800-000	08/06/2025	09/22/2025	29.96	29.96	Open	N 09/22/2025
	BLDG EQUIP / REPAIR & REPLACE			29.96			
3523033 50933	HOME DEPOT CREDIT SERVICES FRC BOILER PUMP REPAIR 01-15-750-018	08/06/2025	09/22/2025	71.63	71.63	Open	N 09/22/2025
	BOILER SERVICE			71.63			
5055065 50934	HOME DEPOT CREDIT SERVICES CUSTODIAL SUPPLIES 01-15-790-001	08/04/2025	09/22/2025	75.78	75.78	Open	N 09/22/2025
	JANITORIAL SUPPLY / CLEANING PRODUCTS			75.78			
8625082 50935	HOME DEPOT CREDIT SERVICES WATER FOUNTAIN REPAIR PARTS 01-15-750-000	08/01/2025	09/22/2025	13.53	13.53	Open	N 09/22/2025
	GENERAL MAINTENANCE			13.53			
9520640 50936	HOME DEPOT CREDIT SERVICES DRYWALL REPAIR- LL GYM 01-15-750-000	07/31/2025	09/22/2025	67.90	67.90	Open	N 09/22/2025
	GENERAL MAINTENANCE			67.90			
9014833 50937	HOME DEPOT CREDIT SERVICES SHOP SUPPLIES - DREMMEL BITS 01-05-790-005	07/31/2025	09/22/2025	34.38	34.38	Open	N 09/22/2025
	MAINTENANCE GARAGE SUPPLIES			34.38			
14738 50938	HOME DEPOT CREDIT SERVICES PLUMBING COUPLING CI PL CU LEAD 01-15-800-000	07/31/2025	09/22/2025	7.95	7.95	Open	N 09/22/2025
	BLDG EQUIP / REPAIR & REPLACE			7.95			
14644 50939	HOME DEPOT CREDIT SERVICES TOOLS AND CHEMICALS- AQUATICS 02-25-790-004	07/30/2025	09/22/2025	37.41	37.41	Open	N 09/22/2025
	CHEMICALS			19.44			
	EQUIPMENT-TOOLS-SUPPLIES			17.97			
1887233 50940	HOME DEPOT CREDIT SERVICES HVAC REPAIR REPLACE 07-71-750-009	07/29/2025	09/22/2025	290.90	290.90	Open	N 09/22/2025
	HVAC			290.90			
2521380 50941	HOME DEPOT CREDIT SERVICES HVAC REPAIR REPLACE 07-71-750-009	07/28/2025	09/22/2025	52.99	52.99	Open	N 09/22/2025
	HVAC			52.99			

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2521379 50942	HOME DEPOT CREDIT SERVICES FRC PLUMBING REPLACEMENT PARTS 01-15-800-000	07/28/2025	09/22/2025	35.25	35.25	Open	N 09/22/2025
	BLDG EQUIP / REPAIR & REPLACE			35.25			
2014432 50943	HOME DEPOT CREDIT SERVICES SHOP SUPPLIES - BATTERIES 01-05-790-005	07/28/2025	09/22/2025	13.74	13.74	Open	N 09/22/2025
	MAINTENANCE GARAGE SUPPLIES			13.74			
7524963 51068	HOME DEPOT CREDIT SERVICES SWIM CENTRAL POOL PUMP REPAIR 02-25-750-021	08/22/2025	09/22/2025	4.41	4.41	Open	N 09/22/2025
	POOL PUMP ROOM- REPAIR/REPLACE			4.41			
1627058 51069	HOME DEPOT CREDIT SERVICES SWIM CENTRAL POOL PUMP REPAIR 02-25-750-021	08/28/2025	09/22/2025	14.76	14.76	Open	N 09/22/2025
	POOL PUMP ROOM- REPAIR/REPLACE			14.76			
5164995 51070	HOME DEPOT CREDIT SERVICES RETURN - EXTRA PIPE FITTING 01-05-790-005	08/14/2025	09/22/2025	(5.52)	(5.52)	Open	N 09/22/2025
	MAINTENANCE GARAGE SUPPLIES			(5.52)			
7012819 51071	HOME DEPOT CREDIT SERVICES PAINT MIXING PADDLE 01-05-790-018	08/22/2025	09/22/2025	15.27	15.27	Open	N 09/22/2025
	TOOLS & EQUIPMENT			15.27			
4023486 51072	HOME DEPOT CREDIT SERVICES SELF LEVELING CAULK PAVEMENT REPAIR 01-08-800-006	08/25/2025	09/22/2025	109.82	109.82	Open	N 09/22/2025
	PARK EQUIP / REPLACE & REPAIR			109.82			
4131865 51073	HOME DEPOT CREDIT SERVICES SELF LEVELING CAULK PAVEMENT REPAIRS 01-08-800-006	08/25/2025	09/22/2025	125.79	125.79	Open	N 09/22/2025
	PARK EQUIP / REPLACE & REPAIR			65.00			
	ROADS / BIKE PATH SERVICE			60.79			
610026 51074	HOME DEPOT CREDIT SERVICES CUSTODIAL TOOL AND EQUIPMENT 07-71-800-002	08/29/2025	09/22/2025	197.87	197.87	Open	N 09/22/2025
	CUSTODIAL TOOLS & EQUIPMENT			197.87			
4170146 51075	HOME DEPOT CREDIT SERVICES RETURN - SELF LEVELING CAULK 01-08-800-006	08/25/2025	09/22/2025	(71.88)	(71.88)	Open	N 09/22/2025
	PARK EQUIP / REPLACE & REPAIR			(71.88)			

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7160673 51076	HOME DEPOT CREDIT SERVICES RETURN - PAVER ADHESIVE 01-05-800-006	08/22/2025	09/22/2025	(111.29) (111.29)	(111.29)	Open	N 09/22/2025
3014534 51077	HOME DEPOT CREDIT SERVICES ADA PARKING PAINTING SUPPLIES 01-05-750-009	09/05/2025	09/22/2025	82.62 82.62	82.62	Open	N 09/22/2025
AUGUST 2025 51036	IL DEPT OF REVENUE AUGUST 2025 SALES TAX REMITTANCE 01-00-150-001 07-75-560-000	09/08/2025	09/22/2025	282.00 83.00 199.00	282.00	Open	N 09/22/2025
08062025 51004	ILLINOIS DEPARTMENT OF UNEMPLOYMENT 2ND QTR 2025 04-90-921-000	08/06/2025	09/22/2025	12,075.00 12,075.00	12,075.00	Open	N 09/22/2025
20250701115 50898	ILLINOIS STATE POLICE BACKGROUND CHECKS JULY 2025 02-01-840-002	07/31/2025	09/22/2025	20.00 20.00	20.00	Open	N 09/22/2025
2461 50969	INNOVUS ENTERPRISES INC GEESE DETERRENT SERVICES @ CENTRAL 01-04-790-021 01-05-790-021	08/11/2025	09/22/2025	900.00 600.00 300.00	900.00	Open	N 09/22/2025
25-1016(2) 51040	J. STEVENS BUSINESS SOLUTIONS, INC PICKLEBALL DINK WALL 02-80-960-000	08/09/2025	09/22/2025	160.00 160.00	160.00	Open	N 09/22/2025
JULY MILEAGE REIMB 51066	JASON STRONGIN MILEAGE REIMBURSEMENT TENNIS 07-75-790-008	08/21/2025	09/22/2025	296.80 296.80	296.80	Open	N 09/22/2025
41609127 51039	JOHNSON CONTROLS SECURITY SOLUTIONS (01300135110963) QUARTERLY SERVICE 01-15-750-013	08/09/2025	09/22/2025	273.00 273.00	273.00	Open	N 09/22/2025
41354373 51054	JOHNSON CONTROLS SECURITY SOLUTIONS SERVICE CREDIT (01300135110963) 01-15-750-013	06/02/2025	09/22/2025	(41.96) (41.96)	(41.96)	Open	N 09/22/2025

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9697 51009	KLUBER ARCHITECTS & ENGINEERS CONSULTING FOR EXTERIOR WINDOWS 07-80-805-000	07/31/2025	09/22/2025	1,156.27 1,156.27	1,156.27	Open	N 09/22/2025
AUGUST2025 50983	LENNO LASN STRINGING SERVICES AUGUST 07-75-870-007	08/28/2025	09/22/2025	715.00 715.00	715.00	Open	N 09/22/2025
00389-01-108471 50917	LESLIE' S POOLMART, INC. CHEMICALS FOR SPLASH ISLAND 02-25-790-004	08/07/2025	09/22/2025	161.99 161.99	161.99	Open	N 09/22/2025
25-2072 51001	LINTFIGHTERS OF CENTRAL ILLINOIS DRYER LINT CLEANING FROM OUTSIDE 01-15-800-000	08/19/2025	09/22/2025	220.00 220.00	220.00	Open	N 09/22/2025
8708 50892	MARKET ACCESS CORP. JULY 2025 CPW ALC PERMITS 01-20-740-000	08/12/2025	09/22/2025	525.00 525.00	525.00	Open	N 09/22/2025
8762 51028	MARKET ACCESS CORP. AUGUST 2025 CPW ALC PERMITS 01-20-740-000	09/08/2025	09/22/2025	875.00 875.00	875.00	Open	N 09/22/2025
71056 50966	MASTERBLEND INTERNATIONAL LLC HERBICIDE AND GRASS SEED 01-05-790-023 01-08-790-010 01-06-790-010	08/07/2025	09/22/2025	1,450.00 510.00 470.00 470.00	1,450.00	Open	N 09/22/2025
13708 51017	MEDIA NUT WEBSITE SUPPORT 01-14-823-010	09/07/2025	09/22/2025	446.25 446.25	446.25	Open	N 09/22/2025
AUGUST2025 50979	MEG ELIZABETH OLANDER CONRACTUAL FITNESS INSTRUCTION 02-21-640-002	08/25/2025	09/22/2025	142.36 142.36	142.36	Open	N 09/22/2025
58960 50889	MENARDS BASEBALL FIELDS CAMERA SUPPLIES 01-14-786-000	08/08/2025	09/22/2025	212.27 212.27	212.27	Open	N 09/22/2025

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97859 51057	MENARDS FOREST GLEN TENNIS REBOUNDER 01-05-790-017 01-07-800-006 02-25-750-030 01-09-750-009 01-05-800-006	08/21/2025	09/22/2025	1,101.03 140.76 805.18 113.80 15.75 25.54	1,101.03	Open	N 09/22/2025
10/30/2025 GO2016 51031	MICHIGAN STATE UNIVERSITY FEDERAL 2016 G.O. LIMITED TAX BONDS DEBT 06-94-927-001 06-94-928-001	08/25/2025	09/22/2025	308,026.50 294,080.00 13,946.50	308,026.50	Open	N 09/22/2025
7/2025 MILEAGE 51029	NELSON BROD MILEAGE REIMBURSEMENT FOR TENNIS 07-75-790-008	09/01/2025	09/22/2025	296.80 296.80	296.80	Open	N 09/22/2025
8946916 50893	NEUCO INC BOILER CONNECTOR BOARD 01-15-750-018	08/12/2025	09/22/2025	245.67 245.67	245.67	Open	N 09/22/2025
TC JUL-25 50907	NICOR GAS JULY 2025 GAS DELIVERY CHARGES AT TC 07-71-770-000	08/01/2025	09/22/2025	240.17 240.17	240.17	Open	N 09/22/2025
TC AUG-25 51032	NICOR GAS AUG 2025 GAS DELIVERY CHARGES AT TC 07-71-770-000	09/02/2025	09/22/2025	258.15 258.15	258.15	Open	N 09/22/2025
FRC AUG-25 51033	NICOR GAS AUG 2025 FRC GAS DELIVERY CHARGES 01-05-770-006 01-15-770-000 02-01-770-000 02-21-770-005 02-25-770-005	09/02/2025	09/22/2025	599.10 29.96 143.78 113.83 113.83 197.70	599.10	Open	N 09/22/2025
FRC JUL-25 51100	NICOR GAS JULY 2025 FRC GAS DELIVERY CHARGES 01-05-770-006 01-15-770-000 02-01-770-000 02-21-770-005	08/01/2025	09/22/2025	644.53 32.23 154.69 122.46 122.46	644.53	Open	N 09/22/2025

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	02-25-770-005	2025-2026 FRC GAS DELIVERY CHARGES		212.69			
HS54976809 50906	NRG BUSINESS MARKETING LLC 2025 JULY FRC GAS COMMODITY CHARGES	08/04/2025	09/22/2025	993.59	993.59	Open	N 09/22/2025
	01-05-770-006	2025-2026 FRC GAS COMMODITY CHARGES		49.68			
	01-15-770-000	2025-2026 FRC GAS COMMODITY CHARGES		238.46			
	02-01-770-000	2025-2026 FRC GAS COMMODITY CHARGES		188.78			
	02-21-770-005	2025-2026 FRC GAS COMMODITY CHARGES		188.78			
	02-25-770-005	2025-2026 FRC GAS COMMODITY CHARGES		327.89			
HS54976808 50918	NRG BUSINESS MARKETING LLC JULY 2025 GAS COMMODITY CHARGES TC	08/04/2025	09/22/2025	30.04	30.04	Open	N 09/22/2025
	07-71-770-000	25/26 GAS COMMODITY CHARGES TC		30.04			
1112 51034	NSELED-US CAPITAL PROJECT- LARGE SCREEN FOR	09/02/2025	09/22/2025	15,400.00	15,400.00	Open	N 09/22/2025
	12-95-940-065	5 - LED POSTERS OUTDOOR 2.5MM		15,400.00			
57508 50999	NuTOYS MEMORIAL PLAQUE- GANDHI	08/08/2025	09/22/2025	215.00	215.00	Open	N 09/22/2025
	01-01-074-000	RECEIVABLE DUE FROM FOUNDTN		215.00			
Q12025 50902	OAK BROOK PARK DISTRICT DUE TO FOUNDATION 1ST QTR 25/26	08/12/2025	09/22/2025	137.00	137.00	Open	N 09/22/2025
	01-01-074-000	RECEIVABLE DUE FROM FOUNDTN		137.00			
4357-496635 50884	O'REILLY AUTO PARTS EQUIPMENT REPAIR HAND TOOLS	08/06/2025	09/22/2025	46.95	46.95	Open	N 09/22/2025
	01-05-790-018	TOOLS & EQUIPMENT		46.95			
4357-497826 50953	O'REILLY AUTO PARTS VEHICLE SERVICE - BRAKE PADS 2010 F-	08/20/2025	09/22/2025	112.58	112.58	Open	N 09/22/2025
	01-05-790-017	EQUIPMENT SERVICE		112.58			
4357-497648 50958	O'REILLY AUTO PARTS BRAKE REPLACEMENT AND SUPPLIES -	08/18/2025	09/22/2025	353.22	353.22	Open	N 09/22/2025
	01-05-790-017	EQUIPMENT SERVICE		353.22			
4357-498271 50977	O'REILLY AUTO PARTS ENGINE OIL	08/25/2025	09/22/2025	88.72	88.72	Open	N 09/22/2025
	01-05-790-017	EQUIPMENT SERVICE		88.72			

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10843 51060	PERRY WEATHER, INC OUTDOOR WEATHER STATION 07-71-750-015 01-05-750-021	09/19/2025	09/22/2025	7,200.00 3,000.00 4,200.00	7,200.00	Open	N 09/22/2025
3657 51002	PFEIFFER'S PEST CONTROL ANNUAL PEST CONTROL PREVENTATIVE 01-15-750-007 01-20-750-000 01-04-750-000 01-05-750-010	08/15/2025	09/22/2025	600.00 200.00 125.00 150.00 125.00	600.00	Open	N 09/22/2025
13063901-00 50881	PORTER PIPE & SUPPLY CO. FRC HVAC BOILER PUMP 01-15-750-018	08/06/2025	09/22/2025	24.36 24.36	24.36	Open	N 09/22/2025
13064473-00 50916	PORTER PIPE & SUPPLY CO. FRC BOILER PUMP 01-15-750-018	08/06/2025	09/22/2025	44.01 44.01	44.01	Open	N 09/22/2025
13078403-00 50980	PORTER PIPE & SUPPLY CO. PUMPROOM REPAIR AND REPLACE 02-25-750-050	08/28/2025	09/22/2025	9.35 9.35	9.35	Open	N 09/22/2025
110882 51061	REACH MEDIA NETWORK YEARLY RENEWAL FOR REACH MEDIA 01-14-675-000 01-14-675-002 01-14-722-001 01-14-675-000 01-14-675-001 01-14-675-000 01-14-675-001	09/05/2025	09/22/2025	4,871.25 708.75 1,417.50 708.75 315.00 315.00 703.13 703.12	4,871.25	Open	N 09/22/2025
1021655 50833	ROBBINS SCHWARTZ GENERAL LEGAL SERVICES JUNE 2025 01-10-821-000	07/22/2025	09/22/2025	9,643.35 9,643.35	9,643.35	Open	Y 08/18/2025
1021656 50834	ROBBINS SCHWARTZ CAPITAL PROJECT LEGAL SERVICES JUNE 12-95-940-065	07/22/2025	09/22/2025	1,574.50 1,574.50	1,574.50	Open	Y 08/18/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
1024100 51055	ROBBINS SCHWARTZ GENERAL LEGAL SERVICES JULY 2025 01-10-821-000	08/26/2025	09/22/2025	3,642.50 3,642.50	3,642.50	Open	N 09/22/2025
1024101 51056	ROBBINS SCHWARTZ CAPITAL PROJECTS LEGAL SERVICES JULY 12-95-940-065	08/26/2025	09/22/2025	3,501.50 3,501.50	3,501.50	Open	N 09/22/2025
SPI21226959 50915	RUSO POWER EQUIPMENT SPECIALTY BOLT - JOHN DEERE GATOR 01-05-790-017	08/06/2025	09/22/2025	5.01 5.01	5.01	Open	N 09/22/2025
SPI21256178 50978	RUSO POWER EQUIPMENT ENGINE OIL FILTERS 01-05-790-017	08/28/2025	09/22/2025	87.92 87.92	87.92	Open	N 09/22/2025
9008591956 50959	SAFEGUARD BUSINESS SYSTEMS PAYROLL CHECK STOCK 01-02-680-000	08/19/2025	09/22/2025	200.00 200.00	200.00	Open	N 09/22/2025
772215 50993	SBC WASTE SOLUTIONS DUMPSTER SERVICE SEPTEMBER 2025 01-15-750-002 01-20-750-002 07-71-750-006	09/01/2025	09/22/2025	660.00 240.00 300.00 120.00	660.00	Open	N 09/22/2025
9163903 50971	SERVICE SANITATION, INC. PORTABLE RESTROOMS MAY 1ST, 2025 - 01-09-750-020	08/15/2025	09/22/2025	146.26 146.26	146.26	Open	N 09/22/2025
9163902 50972	SERVICE SANITATION, INC. PORTABLE RESTROOMS CENTRAL PARK 01-05-750-055	08/15/2025	09/22/2025	455.26 455.26	455.26	Open	N 09/22/2025
9173409 51016	SERVICE SANITATION, INC. PORTABLE RESTROOMS MAY 1ST, 2025 - 01-05-750-055	09/05/2025	09/22/2025	864.00 864.00	864.00	Open	N 09/22/2025
158001049-001 51006	SITEONE LANDSCAPE SUPPLY LLC SOD AND TOP SOIL 01-04-790-021	09/04/2025	09/22/2025	305.00 305.00	305.00	Open	N 09/22/2025

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25110 51024	SK ELECTRONICS PAGING IN GYM TEMPORARY FIX 01-14-823-010	09/08/2025	09/22/2025	132.50 132.50	132.50	Open	N 09/22/2025
575 51046	SLIDE GUYS RESORTATION, INC. OPEN FLUME SLIDE RESTORATION 02-25-750-030	09/10/2025	09/22/2025	8,500.00 8,500.00	8,500.00	Open	N 09/22/2025
S101025038.002 50944	SOUTH SIDE CONTROL SUPPLY CO FRC TRANSFORMER 01-15-800-000	05/20/2025	09/22/2025	(37.34) (37.34)	(37.34)	Open	N 09/22/2025
313717 50901	SPEAR CORPORATION REPLACEMENT GAUGE PANEL 02-25-750-021	08/05/2025	09/22/2025	484.64 434.64	484.64	Open	N 09/22/2025
14000945 51043	STERLING NETWORK INTEGRATION LICENSES OFFICE 365 AND SENTINELONE 01-14-675-000	09/08/2025	09/22/2025	1,389.43 242.00	1,389.43	Open	N 09/22/2025
	01-14-675-000			EMICROSOFT 365 BUSINESS STANDARD	22.94		
	01-14-675-000			MICROSOFT 365 BUSINESS PREMIUM	867.74		
	01-14-675-000			SENTINELONE LICENSE	96.30		
	01-14-675-001			SENTINELONE LICENSE	96.30		
	01-14-675-002			SENTINELONE LICENSE	64.15		
IN583236 50897	SUBURBAN DOOR CHECK & LOCK REPAIR SWIM CENTRAL WEST DOORS 01-15-800-000	08/12/2025	09/22/2025	1,146.00 1,146.00	1,146.00	Open	N 09/22/2025
IN583488 51058	SUBURBAN DOOR CHECK & LOCK FRC DOOR SERVICE CALL 01-15-750-000	08/20/2025	09/22/2025	1,000.00 294.00	1,000.00	Open	N 09/22/2025
	01-15-750-000			DORBIN SWEEP	42.00		
	01-15-750-000			SCHLAGE L9090 BODY ONLY	664.00		
0209441-IN 51003	TAMELING INDUSTRIES INC. MULCH 01-05-790-022	08/13/2025	09/22/2025	335.00 335.00	335.00	Open	N 09/22/2025
9/8/2025 REIMB 51067	TAMMY IZAGUIRRE REIMBURSEMENT FOR PICKLEBALL 02-40-765-181	09/08/2025	09/22/2025	63.41 63.41	63.41	Open	N 09/22/2025
				PICKLEBALL SUPPLIES			

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38666 50962	TAYLOR PLUMBING FRC BACKFLOW REPAIR 01-15-750-004	08/21/2025	09/22/2025	1,295.00 1,295.00	1,295.00	Open	N 09/22/2025
	BACKFLOW REPAIR						
25/26 MEMBERSHIP 50923	THE CONSERVATION FOUNDATION ANNUAL MEMBERSHIP 01-01-700-001	08/12/2025	09/22/2025	250.00 250.00	250.00	Open	N 09/22/2025
	COMMUNITY ORGANIZATIONS						
INV 649131 50967	TOWERSTREAM CORPORATION TOWERSTREAM BACKUP INTERNET 01-14-722-000	08/01/2025	09/22/2025	215.00	215.00	Open	N 09/22/2025
	BACKUP INTERNET CONNECTION			80.63			
	01-14-722-001			80.62			
	01-14-722-002			53.75			
INV 651067 51010	TOWERSTREAM CORPORATION TOWERSTREAM BACKUP INTERNET 01-14-722-000	07/01/2025	09/22/2025	215.00	215.00	Open	N 09/22/2025
	BACKUP INTERNET CONNECTION			80.63			
	01-14-722-001			80.63			
	01-14-722-002			53.74			
19852522 50887	TRANE U.S. INC. HVAC REFRIGERANT 01-15-750-001	08/08/2025	09/22/2025	(783.09)	(783.09)	Open	N 09/22/2025
	HVAC SERVICES			(783.09)			
19852775 50888	TRANE U.S. INC. HVAC REFRIGERANT 01-15-750-001	08/08/2025	09/22/2025	750.00	750.00	Open	N 09/22/2025
	HVAC SERVICES			750.00			
19927333 50950	TRANE U.S. INC. FRC HVAC MOTOR AND FAN BLADE 01-15-750-001	08/19/2025	09/22/2025	889.54	889.54	Open	N 09/22/2025
	HVAC SERVICES			889.54			
19933670 50951	TRANE U.S. INC. FRC HVAC FAN BLADE 01-15-750-001	08/19/2025	09/22/2025	270.93	270.93	Open	N 09/22/2025
	HVAC SERVICES			270.93			
19952277 51038	TRANE U.S. INC. TRANE HVAC PARTS BUILDING REPAIR 01-15-800-000	08/21/2025	09/22/2025	(236.91)	(236.91)	Open	N 09/22/2025
	BLDG EQUIP / REPAIR & REPLACE			(236.91)			
1046-P185444 51015	UNITED STATES ALLIANCE FIRE ADDITIONAL SPRINKLER INSTALLATION	07/17/2025	09/22/2025	1,105.00	1,105.00	Open	N 09/22/2025

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	01-05-770-009	SPRINKLER INSTALL		1,105.00			
VC3-216021 50894	VC3, INC DATAGARD TIME BASED RETENTION 01-14-675-000 01-14-675-001 01-14-675-002	08/12/2025	09/22/2025	999.00 449.55 449.55 99.90	999.00	Open	N 09/22/2025
3089 50956	VETERANS FLOORS INC CLEAN AND REFINISH WOOD FLOORS 01-15-750-000 01-15-750-000	08/22/2025	09/22/2025	6,745.00 5,595.00 1,150.00	6,745.00	Open	N 09/22/2025
SUMMER 2025 CAMPS 51065	VICTORY BADMINTON INC VICTORY BADMINTON SUMMER CAMPS 2025 02-30-640-432 02-30-640-432 02-30-640-432	07/03/2025	09/22/2025	3,024.00 1,008.00 1,232.00 784.00	3,024.00	Open	N 09/22/2025
106370 50409	VILLA PARK ELECTRICAL SUPPLY CREDIT FOR WRONG FIXTURE 02-25-750-030	04/08/2025	09/22/2025	(175.50) (175.50)	(175.50)	Open	Y 04/30/2025
286376-00 50948	VILLA PARK ELECTRICAL SUPPLY RTU #3 REPLACEMENT FUSES 01-15-750-001	08/18/2025	09/22/2025	90.00 90.00	90.00	Open	N 09/22/2025
286355-00 50949	VILLA PARK ELECTRICAL SUPPLY ELECTRICAL MAINTENANCE & REPAIR 07-71-750-007	08/18/2025	09/22/2025	42.96 42.96	42.96	Open	N 09/22/2025
28918 51000	VILLAGE OF OAK BROOK FUEL CHARGES - JULY 2025 01-05-790-025	08/27/2025	09/22/2025	947.72 947.72	947.72	Open	N 09/22/2025
5973526-1 50883	WAREHOUSE DIRECT INC. FRC JANITORIAL SUPPLIES 01-15-790-001	08/07/2025	09/22/2025	27.13 27.13	27.13	Open	N 09/22/2025
5973526-2 50890	WAREHOUSE DIRECT INC. FRC JANITORIAL SUPPLIES 01-15-790-001	08/11/2025	09/22/2025	79.73 79.73	79.73	Open	N 09/22/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
5973526-3 50984	WAREHOUSE DIRECT INC. JANITORIAL SUPPLIES: SOAP 01-15-790-001	08/28/2025	09/22/2025	79.73 79.73	79.73	Open	N 09/22/2025
	FRC CLEANING PRODUCTS			79.73			
5991445-0 50997	WAREHOUSE DIRECT INC. CAN LINERS AND SWEEPING COMPOUND 01-05-790-005	09/04/2025	09/22/2025	148.83 148.83	148.83	Open	N 09/22/2025
	MAINTENANCE GARAGE SUPPLIES			148.83			
5929189-0 51012	WAREHOUSE DIRECT INC. TENNIS JANITORIAL SUPPLIES 07-71-790-001	06/05/2025	09/22/2025	146.64 146.64	146.64	Open	N 09/22/2025
	JANITORIAL SUPPLIES			146.64			
5943357-0 51013	WAREHOUSE DIRECT INC. TENNIS JANITORIAL SUPPLIES 07-71-790-001	06/13/2025	09/22/2025	157.06 157.06	157.06	Open	N 09/22/2025
	JANITORIAL SUPPLIES			157.06			
5936971-0 51014	WAREHOUSE DIRECT INC. TENNIS CARPET CLEANER 07-71-790-001	06/03/2025	09/22/2025	149.52 149.52	149.52	Open	N 09/22/2025
	JANITORIAL SUPPLIES			149.52			
5993157-0 51018	WAREHOUSE DIRECT INC. FRC JANITORIAL SUPPLIES 01-15-790-000	09/08/2025	09/22/2025	679.63 679.63	679.63	Open	N 09/22/2025
	FRC PAPER PRODUCTS			679.63			
5993488-0 51019	WAREHOUSE DIRECT INC. JANITORIAL SUPPLIES CPW 01-20-790-000	09/08/2025	09/22/2025	288.49 193.14	288.49	Open	N 09/22/2025
	CPW PAPER PRODUCTS			193.14			
	CPW CLEANING PRODUCTS			95.35			
5993501-0 51020	WAREHOUSE DIRECT INC. CPN JANITORIAL SUPPLIES 01-04-790-000	09/08/2025	09/22/2025	266.40 169.18	266.40	Open	N 09/22/2025
	NORTH FIELDS PAPER PRODUCTS			169.18			
	NORTH FIELDS CLEANING PRODUCTS			97.22			
5993505-0 51021	WAREHOUSE DIRECT INC. AQUATICS JANITORIAL SUPPLIES 01-15-790-000	09/08/2025	09/22/2025	37.95 37.95	37.95	Open	N 09/22/2025
	FRC PAPER PRODUCTS			37.95			
5993556-0 51022	WAREHOUSE DIRECT INC. FRC JANITORIAL SUPPLIES 01-15-790-001	09/08/2025	09/22/2025	184.20 184.20	184.20	Open	N 09/22/2025
	FRC CLEANING PRODUCTS			184.20			

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Inv Ref#	Description						Post Date
	GL Distribution						
5993474-0							
51023	WAREHOUSE DIRECT INC.	09/08/2025	09/22/2025	1,322.06	1,322.06	Open	N
	FRC JANITORIAL SUPPLIES						09/22/2025
	01-15-790-000	FRC PAPER PRODUCTS		568.17			
	01-15-790-001	FRC CLEANING PRODUCTS		753.89			
5994841-0							
51048	WAREHOUSE DIRECT INC.	09/10/2025	09/22/2025	290.09	290.09	Open	N
	FRC JANITORIAL SUPPLIES						09/22/2025
	01-15-790-000	FRC PAPER PRODUCTS		47.67			
	01-15-790-001	FRC CLEANING SUPPLIES		242.42			
AUGUST 2025							
51063	ZAZZO'S PIZZA	08/31/2025	09/22/2025	2,713.15	2,713.15	Open	N
	AUGUST ORDERS						09/22/2025
	02-25-705-001	AUGUST ORDERS		2,713.15			
# of Invoices:	196	# Due:	196	Totals:	578,202.36	578,202.36	
# of Credit Memos:	13	# Due:	13	Totals:	(1,829.91)	(1,829.91)	
Net of Invoices and Credit Memos:				576,372.45	576,372.45		
* 7 Net Invoices have Credits Totalling:				(1,594.01)			

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	Inv Amt	Amt Due
--- TOTALS BY FUND ---		
01 - GENERAL CORPORATE FUND	85,052.83	85,052.83
02 - RECREATION FUND	58,481.47	58,481.47
04 - LIABILITY INSURANCE FUND	12,075.00	12,075.00
06 - DEBT SERVICE FUND	308,026.50	308,026.50
07 - RECREATIONAL FACILITIES FUND	22,251.43	22,251.43
09 - SPECIAL RECREATION FUND	45,791.62	45,791.62
12 - CAPITAL PROJECTS FUND	44,693.60	44,693.60
--- TOTALS BY DEPT/ACTIVITY ---		
00 - NON-DEPARTMENTAL	83.00	83.00
01 - ADMINISTRATION CORPORATE	49,541.23	49,541.23
02 - FINANCE	297.10	297.10
04 - CENTRAL PARK NORTH	2,640.92	2,640.92
05 - CENTRAL PARK	13,884.28	13,884.28
06 - SADDLEBROOK PARK	853.70	853.70
07 - FOREST GLEN PARK	1,690.18	1,690.18
08 - CHILLEM PARK	572.94	572.94
09 - DEAN PROPERTY	512.80	512.80
10 - PROFESSIONAL SERVICES	13,285.85	13,285.85
14 - INFORMATION TECHNOLOGY	17,794.81	17,794.81
15 - BUILDING/RECREATION CENTER	30,563.81	30,563.81
20 - CENTRAL PARK WEST	2,243.45	2,243.45
21 - FITNESS CENTER	2,900.34	2,900.34
25 - AQUATIC CENTER	31,637.98	31,637.98
26 - AQUATIC-RECREATION PROGRAMS	3,263.28	3,263.28
30 - CHILDRENS ATHLETICS	3,024.00	3,024.00
31 - PRESCHOOL PROGRAMS	587.70	587.70
32 - YOUTH PROGRAMS	2,038.02	2,038.02
40 - ADULT PROGRAMS	1,885.41	1,885.41
50 - PIONEER PROGRAMS	4,690.37	4,690.37
60 - SPECIAL EVENTS & TRIPS	1,765.79	1,765.79
71 - BUILDING/RACQUET CLUB	5,094.11	5,094.11
75 - TENNIS PROGRAMS	3,743.66	3,743.66
80 - MARKETING	16,982.62	16,982.62
90 - LIABILITY INSURANCE FUND	12,075.00	12,075.00
94 - DEBT SERVICE FUND	308,026.50	308,026.50
95 - CAPITAL PROJECTS FUND	44,693.60	44,693.60

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
252240057550097 50878	DIRECT ENERGY BUSINESS, LLC JULY 2025 ELECTRIC 01-20-770-000 ELECTRICITY CPW 01-15-770-001 ELECTRICITY FRC 02-01-770-001 ELECTRICITY FRC 02-21-770-000 ELECTRICITY FRC 02-25-770-000 ELECTRICITY AQUATICS 07-71-770-001 ELECTRICITY TENNIS CENTER 01-05-770-000 ELECTRICITY PARKS 01-05-770-005 ELECTRICITY GARAGE 01-07-770-000 ELECTRICITY FOREST GLEN	08/12/2025	08/28/2025	26,551.83 829.98 4,239.37 3,391.50 3,391.50 5,935.12 7,208.49 524.47 352.40 679.00	0.00	Paid	Y 08/28/2025
252240057550607 50879	DIRECT ENERGY BUSINESS, LLC JULY 2025 ELECTRICITY CPN 01-04-770-000 ELECTRICITY CPN	08/12/2025	08/28/2025	579.64 579.64	0.00	Paid	Y 08/28/2025
252200057529424 50880	DIRECT ENERGY BUSINESS, LLC JULY 2025 ELECTRICITY DNS 01-09-770-001 ELECTRICITY DNS	08/08/2025	08/28/2025	41.56 41.56	0.00	Paid	Y 08/28/2025
JULY 2025 51035	IL DEPT OF REVENUE SALES TAX REMITTANCE JULY 2025 01-00-150-001 SALES TAX PAYABLE 07-75-560-000 PRO SHOP	08/14/2025	08/31/2025	253.00 99.00 154.00	0.00	Paid	Y 08/31/2025
41433086 50783	JOHNSON CONTROLS SECURITY SOLUTIONS CUST 01300 113031684 QUARTERLY TC 07-71-750-002 SECURITY SYSTEMS	06/14/2025	08/20/2025	228.98 228.98	0.00	Paid	Y 08/20/2025
41354374 50945	JOHNSON CONTROLS SECURITY SOLUTIONS CREDIT - FIRE ALARM MONITORING 01-05-770-009 FIRE/SECURITY MAINTNCE GARAGE	06/02/2025	09/11/2025	(20.48) (20.48)	0.00	Paid	Y 09/11/2025
41609128 50946	JOHNSON CONTROLS SECURITY SOLUTIONS (01300135112352) QUARTERLY ALARM 01-05-770-009 FIRE/SECURITY MAINTNCE GARAGE	08/09/2025	09/11/2025	273.00 273.00	0.00	Paid	Y 09/11/2025
1001 50914	PERSPECTIVES, LTD ANNUAL EAP BENEFIT INVOICE 01-01-650-000 EAP: ED DEPT. 01-02-650-000 EAP: FINANCE & HR DEPT. 01-05-630-000 EAP: DD & PARKS DEPT 01-14-650-000 EAP: IT	07/01/2025	08/20/2025	2,360.00 118.00 177.00 590.00 59.00	0.00	Paid	Y 08/20/2025

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Inv Ref#	Description						Post Date
	GL Distribution						
	01-15-630-000	EAP: FACILITIES		413.00			
	02-01-650-000	EAP: REC DEPT		354.00			
	02-21-630-000	EAP: FITNESS		59.00			
	02-25-630-000	EAP: SUPT. AQUA DEPT		118.00			
	02-80-630-000	EAP: MARKETING		177.00			
	07-01-630-000	EAP: TENNIS		177.00			
	07-71-630-000	EAP: TENNIS MAINT.		118.00			
FIELDS JUL-25							
50908	VILLAGE OF OAK BROOK	08/10/2025	08/28/2025	10.00	0.00	Paid	Y
	WATER MIN CHARGE FIELDS JUL25						08/28/2025
	01-05-770-001	WATER		10.00			
CPW JUL-25							
50909	VILLAGE OF OAK BROOK	08/10/2025	08/28/2025	116.47	0.00	Paid	Y
	WATER AT CPW JULY 2025						08/28/2025
	01-20-770-001	WATER		116.47			
TC JUL-25							
50910	VILLAGE OF OAK BROOK	08/10/2025	08/28/2025	283.78	0.00	Paid	Y
	WATER AT TENNIS CENTER JULY 2025						08/28/2025
	07-71-770-002	WATER		283.78			
MAINT JUL-25							
50911	VILLAGE OF OAK BROOK	08/10/2025	08/28/2025	86.05	0.00	Paid	Y
	WATER USE AT MAINT GARAGE JULY 2025						08/28/2025
	01-05-770-007	WATER MAINTENANCE GARAGE		86.05			
CPN JUL-25							
50912	VILLAGE OF OAK BROOK	08/10/2025	08/28/2025	177.31	0.00	Paid	Y
	WATER USE CONCESSION/RESTROOM JULY						08/28/2025
	01-04-770-001	WATER		177.31			
FRC JUL-25							
50913	VILLAGE OF OAK BROOK	08/10/2025	08/28/2025	9,607.51	0.00	Paid	Y
	FRC WATER USE JULY 2025						08/28/2025
	01-15-770-002	FRC WATER USE MAY 2025-APR 2026		2,401.88			
	02-01-770-002	FRC WATER USE MAY 2025-APR 2026		1,921.50			
	02-21-770-010	FRC WATER USE MAY 2025-APR 2026		1,921.50			
	02-25-770-010	FRC WATER USE MAY 2025-APR 2026		3,362.63			
14796							
50970	ZAZZO'S PIZZA	08/01/2025	08/29/2025	4,000.48	0.00	Paid	Y
	PIZZA ORDERS JULY 2025						08/26/2025
	02-25-705-001	PIZZA ORDERS JULY 2025		4,000.48			
# of Invoices:	14	# Due:	0	Totals:	44,569.61	0.00	
# of Credit Memos:	1	# Due:	0	Totals:	(20.48)	0.00	
Net of Invoices and Credit Memos:				44,549.13	0.00		

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User: NLAWLER
DB: Oak Brook Park L

WARRANT #700
INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
EXP CHECK RUN DATES 08/19/2025 - 09/16/2025
JOURNALIZED
PAID

Page: 3/3

	Inv Amt	Amt Due
GL Distribution		
--- TOTALS BY FUND ---		
01 - GENERAL CORPORATE FUND	11,746.65	0.00
02 - RECREATION FUND	24,632.23	0.00
07 - RECREATIONAL FACILITIES FUND	8,170.25	0.00
--- TOTALS BY DEPT/ACTIVITY ---		
00 - NON-DEPARTMENTAL	99.00	0.00
01 - ADMINISTRATION CORPORATE	5,962.00	0.00
02 - FINANCE	177.00	0.00
04 - CENTRAL PARK NORTH	756.95	0.00
05 - CENTRAL PARK	1,815.44	0.00
07 - FOREST GLEN PARK	679.00	0.00
09 - DEAN PROPERTY	41.56	0.00
14 - INFORMATION TECHNOLOGY	59.00	0.00
15 - BUILDING/RECREATION CENTER	7,054.25	0.00
20 - CENTRAL PARK WEST	946.45	0.00
21 - FITNESS CENTER	5,372.00	0.00
25 - AQUATIC CENTER	13,416.23	0.00
71 - BUILDING/RACQUET CLUB	7,839.25	0.00
75 - TENNIS PROGRAMS	154.00	0.00
80 - MARKETING	177.00	0.00

Staff Recognition

(Brittany O'Neill – Landscape Specialist)

Getting to Know

Brittany O'Neill

Landscape Specialist



Birthday: January 25

I decided to work at the OBPB because: My combined skillset and interest in environmental science

My favorite childhood memory is: Visiting Maine and going on various wildlife tours, where we saw moose, dolphins, and whales

The last good movie I saw: Sinners

The last good book I read: Think Like a Monk by Jay Shetty

My favorite meal: Rice bowl

My personal hero: My Father

What or who always makes you laugh? My pets

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

I'm better than anyone else when it comes to: Strategic organizing, namely in small spaces

My favorite place to vacation is: Maine

Because I like: Travel to the ocean and forest in the same day

My dream/goal is: To protect and serve the natural world and provide a more hospitable environment for it to grow and thrive

Three words that best describe me: Resilient, kind, and humanitarian

Little known fact about me: I've never seen a single Star Wars production

My most humbling experience: Finding out later in life that the arrow next to the fuel pump icon in a vehicle indicates what side the tank is on

Presentations / Proclamations

**In Memory of Apparao Devata
Master Vision Annual Review
Gold Medal**

Oak Brook
Park District
A National Gold Medal Agency



HAPPY | FIT | ACTIVE



Oak Brook Park District Master Vision 2020-2030



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



From the Board President

Dear Oak Brook Park District Community,

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

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

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

Sharon Knitter

Acknowledgments

Board of Commissioners

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

Oak Brook Park District Staff

Oak Brook Park District Community

Village of Oak Brook Trustees and Staff

Butler School District 53



Oak Brook Park District Principles

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

Mission:

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

***Vision:**

To provide a diverse, inclusive and holistic range of opportunities designed to keep the community happy, fit and active.

***Core Values:**

Holistic Wellness: Provide programs, services, and opportunities designed to improve all aspects of the overall wellness of the community.

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

Inclusion: Promote a sense of belonging and provide access to the very best in park and recreational opportunities for all.

Teamwork: Embrace the individuality and diverse viewpoints of our staff in order to foster recreational creativity and encourage a collaborative culture.

Community Engagement: Provide the very best customer experience with every interaction.

Open Communication: Engage in honest, and respectful communication, to connect and build relationships with our community.

* The Vision and Core Values were updated with the Board of Commissioners in August, 2023.

Oak Brook's History and Culture

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

Historically, community residents have been important benefactors to the fabric of what makes Oak Brook unique. In the mid-1930s, homeowners and farmers formed the Community Club, which helped unincorporated Oak Brook establish an identity separate from its neighboring communities, resulting in the incorporation of the Village of Oak Brook in 1958. Soon after, the Oak Brook Park District was officially founded on November 5, 1962, when the first Board of Commissioners appointed a Park Commissioner and codified the articles of incorporation. We are grateful to the first elected Park Commissioners; Arthur G. Alexander, Edward J. Trager, Herbert C. Goetsch, Elmer T. Carlson, and Edward F. New, for their foresight as well as to the additional 30 residents whom have served as park commissioners for the community of Oak Brook since 1962 through 2020.

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

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

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

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

Historical data provided by Village of Oak Brook New Resident Packet and Encyclopedia of Chicago.



our VIEW for 2030

Our Vow: Be the very best.

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

Our Intention: Our resources will thrive.

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

Our Example: Include all in all.

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

Our Work: We are healthier together.

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



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

Awards & Recognition

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

2023 Greater Oak Brook Chamber of Commerce Commitment to Diversity, Inclusion, and Equity Award

The Commitment to Diversity, Inclusion, and Equity Award recognizes a Chamber organization that best exemplifies awareness and best practices in creating an inclusive organization.

2022 CAPRA Accreditation

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

2022 Illinois Distinguished Agency Accreditation

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

2022 IPRA Champions for Change Award

The Champions for Change Award recognizes agencies with unique and exemplary practices of increasing access and fostering diversity and inclusion within their community or organization.

2019 Publicity Club of Chicago Golden Trumpet Award

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

2024 GFOA Award

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the District for its Annual Comprehensive Financial Report (ACFR). This was the thirtieth consecutive year that the District has received this prestigious award.

2018 Illinois Park & Recreation Association Outstanding Park & Facility Award

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

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

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

2016 USTA Facility Award Winner

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

2015 National Gold Medal Award in Parks and Recreation

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

VIEW for 2030 | OUR INTENTION: Your resources will thrive.

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

Family Recreation Center

1450 Forest Gate Road

Family Recreation Center

Square footage: 80,000 square feet

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

Aquatic Center

Square footage: 15,500 square feet

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

Fitness Center

5000 square feet

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

Oak Brook Tennis Center

1300 Forest Gate Road

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

Central Park West

1500 Forest Gate Road

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

Maintenance Facility

1480 Forest Gate Road

Square footage: 8,500 square feet

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

Current Vehicles and Equipment

Multi-Use Vehicles:

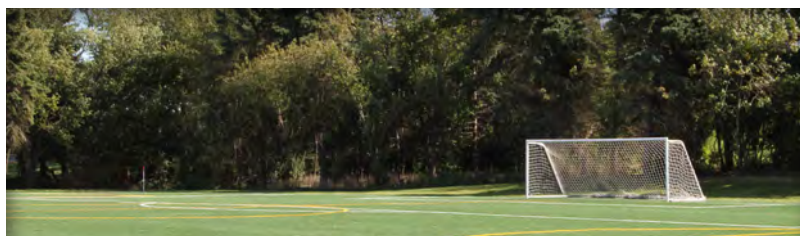
- 2011 Ford Explorer
- 2021 Ford Explorer

Fleet Trucks:

- 2015 Ford F-550 dump truck w/ plow
- 2011 Ford F-250 pickup truck w/ plow
- 2008 Ford F-250 pickup truck w/ plow
- 2020 Ford F-450 dump truck

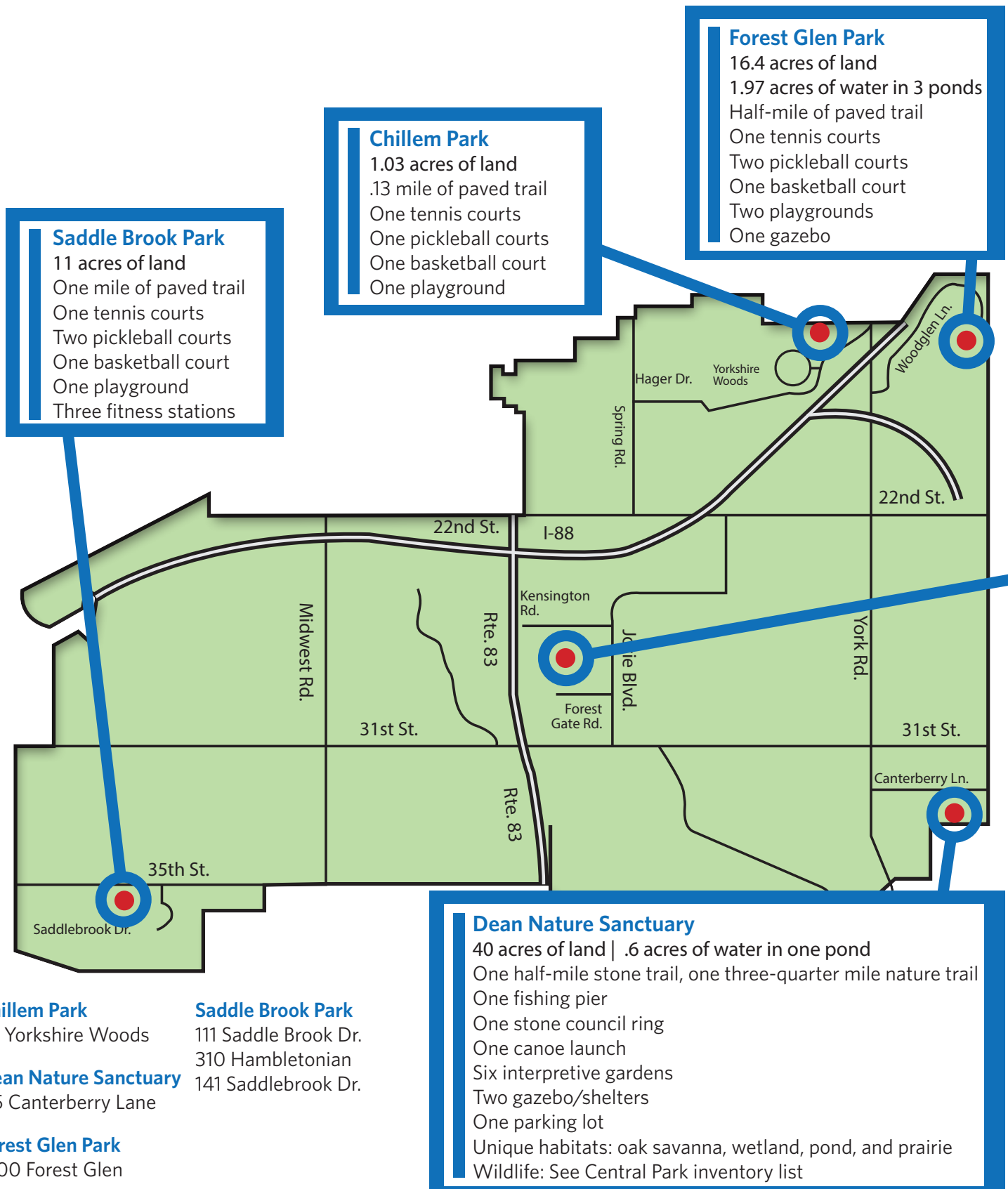
Fleet Equipment:

- 2018 Kubota tractor
- 2016 Kubota RTV 1100C
- 2021 Kubota RTV-X1140
- 2021 John Deere 325G Track Loader
- 2008 John Deere Gator utility vehicle
- 1998 Yamaha golf cart
- 2018 Land Pride 12 ft batwing mower
- 2014 Walker zero-turn mower
- 2020 Kubota zero-turn mower
- 12 ft. utility trailer
- 16 ft. Skid Steer trailer
- 500-gallon water trailer
- Various small-engine landscape tools
- Various tractor and skid-loader attachments



Satellite Park Inventories

All Parks Open From Dawn To Dusk



Chillem Park

32 Yorkshire Woods

Dean Nature Sanctuary

115 Canterbury Lane

Forest Glen Park

1300 Forest Glen

Saddle Brook Park

111 Saddle Brook Dr.

310 Hambletonian

141 Saddlebrook Dr.

Central Park Inventories

Central Park | 1450 Forest Gate Road

Amenities

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

Native plants:

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

Trees:

obparks.org/facilities/central-park

Wildlife:

Birds

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

Fish:

Largemouth bass
Catfish
Red-ear sunfish
Bluegill
Carp

Reptiles & Amphibians:

American bullfrog
Spiny softshell turtle

Mammals:

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

Insects:

Various bees, butterflies,
dragonflies, damselflies

Water:

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

Land:

105 acres of land

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

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

Recreation Facilities:

Family Recreation Center (FRC)

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

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

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

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

Tennis Center

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

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

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

Central Park West (CPW)

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

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

In 2019, CPW went through a facility analysis to diagnose what core and shell upgrades were needed and how the facility is currently being used. This analysis has helped staff understand and explore untapped opportunities for Central Park West.



Finance & Human Resources:

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

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

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

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

Information Technology Management:

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

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

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

Marketing and Communications:

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

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

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

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

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

Partnerships, Community and Corporate Relations:

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

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

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

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



Recreation Programming:

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

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

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

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

Parks & Trails:

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

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

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

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

Maintenance Facility:

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

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

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

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



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

2030 Facility Priorities

Recreation Facility

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

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

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

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

Tennis Center

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

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

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

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

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

Central Park West

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

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

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

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

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

2030 Historical/Cultural Priorities

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

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

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

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

2030 Finance/HR Priorities

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

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

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

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

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

2030 Information & Technology Priorities

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

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

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

2030 Marketing and Communication Priorities

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

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

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

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

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

2030 Corporate and Community Relations Priorities

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

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

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

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

2030 Recreation Programming Priorities

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

Continue to develop and implement programming geared toward both the tween and 20-54 age groups.

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

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

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



2030 Parks/Trail Priorities

Forest Glen Park/Chillem Park/Saddle Brook Park

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

Create a 10-year pavement repair/replace plan.

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

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

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

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

Explore opportunities to invest in open space that is contingent to our existing parks.

Dean Nature Sanctuary

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

Upgrade kayak canoe launch to a user-friendly alternative

Replace limestone trails with an ADA approved alternative.

Create a "Natural Areas Management" plan.

Central Park

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

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

Upgrade all parking lot lighting with LED fixtures.

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

Completed phase I of master vision for the Central Park North fields.

Implement phase 2 development of Central Park North (Autumn Oaks) to construct recreational amenities as supported by the community. Investigate the potential to relocate and enlarge existing pavilion or construct a new and larger amphitheater structure at Central Park North (Autumn Oaks) to improve accessibility and access to restrooms and parking.

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

Install permanent restrooms on-site.

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

2030 Maintenance Priorities

Park District Maintenance

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

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

2030 Vehicles/Equipment Priorities

Add one additional SUV and an additional pickup truck.

Rededicate older District SUV to facility maintenance staff.

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





Appendix A

References and Sources

Planning References

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

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



Appendix B

Demographic Information

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



Economic Information

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



Appendix C

Inventories | Local, State, and National

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

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

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

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

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

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



Inventories | Park District and Competition

Outdoor Recreation Facilities Within the Oak Brook Park District Boundaries

Location/Park Type		Baseball/Softball Fields	Basketball Courts	Canoe Launch	Cross Country Skiing	Disc Golf	Dog Exercise Area	ADA Fishing Pier	Fishing Pond	Gazebo	Golf Course	Hiking Trail	Ice Skating	Jogging/Bike Path	Open Fields	Outdoor Splash Park	Picnic Shelter	Public Picnic Area	Playgrounds	Polo Fields	Sand Volleyball Court	Sled Hill	Soccer Fields	Synthetic Athletic Fields	Swimming Pools	Tennis Courts	Pickleball Courts
Community Parks																											
Oak Brook Park District																											
Central Park	105	4	2			1		1	3	1			1	1		1	3		4		3	1	7	1		8	3
Neighborhood Parks																											
Oak Brook Park District																											
Forest Glen Park	16.4		1						3					1			1		1							2	
Saddle Brook Park	11		1											1					1			1				2	
Chillem Park	1		1																1							2	
Spring Road Park															1												
Dean Nature Sanctuary	40			1	1			1	1	1																	
OakBrookParkDistrictSubtotal	173.4	4	5	1	1	1		2	7	2			1	3	1	1	4		7		3	1	8	1		14	3
Other Public Open Space																											
Village of Oak Brook																											
Sports Core	260				1				1		1		1		1					1	1		8		3	8	
Library																						1					
Forest Preserve District																											
DuPage County																											
Mayslake Preserve	90						1		1					1	1			1									
York Woods Preserve	75				1				1					1			2	1									
Fullersburg Woods Preserve	226			1	1				1			1		1				1									
Subtotal	651			1	3		1		4		1	1	1	3	2		2	3		1	1	1	8		3	8	
Grand Total	790.4	4	5	2	4	1	1	2	11	3	1	1	2	3	3	1	6	3	7	1	4	2	16	1	3	22	3



**Indoor Recreation Facilities & Recreation Programs
Within the Oak Brook Park District Boundaries**

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



Appendix D

Participation Comparisons

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

Recreation Programming

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

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

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

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

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

OAK BROOK PARK DISTRICT MASTER VISION 2020-2030



HAPPY | FIT | ACTIVE

www.obparks.org

Mission Statement:

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



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: September 16, 2025
Re: September Board Report: Administration & Enterprise Operations

Follow Up Discussion Points from August Board Meeting:

Fordon Stable Barn Update – Commissioner Chan and staff met with preservation architects. Staff is working on a grant to assist in some financing that may help lower costs on “mothballing” the barn.

Swell Group Fitness Virtual Class – Survey responses from participants have been received.

September Board Meeting Discussion Points:

Tennis Center Report

- Fall Programming started August 25th with classes at full capacity and a few on the waitlist.
- Four Wilson racquets were sold during the August Wilson racquet sale.
- Michael Seto was hired as a new Tennis Professional.
- The exterior windows are installed.

Legal Financial Statements

Legal Financial Statements are included in the warrant by category. Commissioners are welcome to review any legal financial documents at the Park District.

Administrative Policy and Procedures Manual

- Section 1 is the inclusion of the Pledge of Allegiance.
- Section 6 is up for any recommendations from the Board for discussion. Once Section 6 is approved, the update is complete.

Master Vision

- The annual review of the Master Vision is included in the Board Packet.

Special Meeting

- The Board approved the May 19, 2025, Closed Meeting Minutes on September 4, 2025. Minutes and audio recordings are available on the website.

Swell Group Fitness Virtual Class Survey

Thank you for being a participant in the Oak Brook Park District Group Fitness! The Oak Brook Park District would appreciate your feedback surrounding your satisfaction with the Monday morning Swell Group Fitness Virtual Class that has been offered via ZOOM from our Fitness Instructor, Meg.

1. How often do you attend the Swell Group Fitness Virtual Class?

Not often enough, will be increasing attendance during winter

2. Are you satisfied with this class and the virtual format?

extremely - love Meg's classes - miss her chair class. She was one of my favorite chair instructors. Shelly doesn't compare

3. Is there anything you would change about this class?

Have Meg in person, but I know that is not possible

4. If the District no longer offered this Zoom option, what class would you attend instead?

There were at least 20 who participated today - more than some of the other classes. Please don't cancel.

5. Please share any other comments or questions below.

Been coming here for several years. Meg has always had the ability to teach to the needs of the class. I truly miss her not being in person but grateful that she is teaching via zoom. Please don't change

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

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

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1. How often do you attend the Swell Group Fitness Virtual Class?

EVERY MONDAY

2. Are you satisfied with this class and the virtual format?

ABSOLUTEY

3. Is there anything you would change about this class?

MEG IN PERSON

4. If the District no longer offered this Zoom option, what class would you attend instead?

FITNESS CENTER

5. Please share any other comments or questions below.

CLASS IS GREAT

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1. How often do you attend the Swell Group Fitness Virtual Class?

every Monday

2. Are you satisfied with this class and the virtual format?

yes

3. Is there anything you would change about this class?

no meg in person

4. If the District no longer offered this Zoom option, what class would you attend instead?

no idea kennens class

5. Please share any other comments or questions below.

Shes lovely

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1. How often do you attend the Swell Group Fitness Virtual Class?

very w/ly

2. Are you satisfied with this class and the virtual format?

very

3. Is there anything you would change about this class?

more often & maybe participate at home?

4. If the District no longer offered this Zoom option, what class would you attend instead?

5. Please share any other comments or questions below.

appreciate Meg's preview of next exercises
also the various options

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1. How often do you attend the Swell Group Fitness Virtual Class?

Once a wk

2. Are you satisfied with this class and the virtual format?

Yes

3. Is there anything you would change about this class?

Make it 1 hr

4. If the District no longer offered this Zoom option, what class would you attend instead?

5. Please share any other comments or questions below.

She is very pleasant; hope we can
to 1 hr

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1. How often do you attend the Swell Group Fitness Virtual Class?

Try to gather weekly

2. Are you satisfied with this class and the virtual format?

I vastly prefer live format

3. Is there anything you would change about this class?

See above

4. If the District no longer offered this Zoom option, what class would you attend instead?

not sure

5. Please share any other comments or questions below.

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1. How often do you attend the Swell Group Fitness Virtual Class?

Pretty much every week, especially if I can't make the 8:00 Cardio Strength class.

2. Are you satisfied with this class and the virtual format?

Yes, absolutely! I'm flexible with how I work out; Meg transitioned from in person to virtual very thoughtfully. She has been the best for my weightloss + fitness journey + has helped me to reach my goals.

3. Is there anything you would change about this class?

No

4. If the District no longer offered this Zoom option, what class would you attend instead?

none of the other 10:00 classes

5. Please share any other comments or questions below.

I am a huge fan of Meg's trainer style. She's clear, provides options, communicates the options clearly, and stretches us to the next level. My fitness journey exploded when I joined The Oakbrook recreational center as an out of district member. Honestly, because of Meg!

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1. How often do you attend the Swell Group Fitness Virtual Class?

Every week

2. Are you satisfied with this class and the virtual format?

Very ~~sant~~ satisfied

3. Is there anything you would change about this class?

No Great as is

4. If the District no longer offered this Zoom option, what class would you attend instead?

Not sure

5. Please share any other comments or questions below.

I wish you offered MORE me g classes, she is your best instructor

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(Meg)
10AM
Monday,
Sept. 1, 2025

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1. How often do you attend the Swell Group Fitness Virtual Class?

Every Monday

2. Are you satisfied with this class and the virtual format?

Yes! Meg explains so clearly!!
Meg is an excellent teacher, she
cares about all her students.

3. Is there anything you would change about this class?

Turn down the music- especially the
~~percussion~~ "boom-boom". We need
to hear the instructor! Not "boom!"

4. If the District no longer offered this Zoom option, what class would you attend instead?

I don't know. This class gives excellent
instruction + training with Meg who is

5. Please share any other comments or questions below.

so professional.
We're adults who come here for our
health and fitness. We need the excellent
instructors like Meg, Ann, Trupti,
Dany, Shelly. Don't eliminate!
Don't listen to the "complainers".

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

Thank you all!!!



Swell Group Fitness Virtual Class Survey

Thank you for being a participant in the Oak Brook Park District Group Fitness! The Oak Brook Park District would appreciate your feedback surrounding your satisfaction with the Monday morning Swell Group Fitness Virtual Class that has been offered via ZOOM from our Fitness Instructor, Meg.

1. How often do you attend the Swell Group Fitness Virtual Class?

Every Monday

2. Are you satisfied with this class and the virtual format?

YES

3. Is there anything you would change about this class?

Meg in person

4. If the District no longer offered this Zoom option, what class would you attend instead?

8 am class

5. Please share any other comments or questions below.

Think it's perfect the way it is

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

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Swell Group Fitness Virtual Class Survey

Thank you for being a participant in the Oak Brook Park District Group Fitness! The Oak Brook Park District would appreciate your feedback surrounding your satisfaction with the Monday morning Swell Group Fitness Virtual Class that has been offered via ZOOM from our Fitness Instructor, Meg.

1. How often do you attend the Swell Group Fitness Virtual Class?

not often due to my schedule

2. Are you satisfied with this class and the virtual format?

Yes!!

3. Is there anything you would change about this class?

No

4. If the District no longer offered this Zoom option, what class would you attend instead?

5. Please share any other comments or questions below.

Meg is very personable - clear, directions and offer great options. Keep Meg!!

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www.obparks.org





Swell Group Fitness Virtual Class Survey

Thank you for being a participant in the Oak Brook Park District Group Fitness! The Oak Brook Park District would appreciate your feedback surrounding your satisfaction with the Monday morning Swell Group Fitness Virtual Class that has been offered via ZOOM from our Fitness Instructor, Meg.

1. How often do you attend the Swell Group Fitness Virtual Class?

2-3 times a month

2. Are you satisfied with this class and the virtual format?

Better than not having the class Like having 10:00 class at it's fitness level (standing)

3. Is there anything you would change about this class?

4. If the District no longer offered this Zoom option, what class would you attend instead?

Probably attend the 9:00AM Sit & Stay Fit

5. Please share any other comments or questions below.

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

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www.obparks.org





Memo

To: Board of Commissioners and Executive Director, Laure Kosey
From: Marco Salinas, Chief Financial Officer
Date: September 15, 2025
Re: August 2025 Financials

General Fund

We have completed four months of our current fiscal year (33.33% of the year). Year-to-date (YTD) revenues, expenditures, and transfers-out for this fund equal \$1,973,727, \$1,015,732, and \$0, respectively. This is resulting in a YTD net surplus of \$957,995, which is a \$139,795 increase from the \$818,200 YTD net surplus experienced in the prior fiscal year. The following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable at 47.9% when compared to the annual budget and have increased \$205,981 when compared to the prior year. Our Building-Recreation Center department is the primary driver of this increase. Resident and non-resident daily fee revenue has increased approximately \$88,000 and the change in the fee and timing (from quarterly to monthly) for recognizing the overhead and rental income that is charged to the Recreation Fund, has also positively impacted our revenues. In our Central Park and Central Park North departments, field rental revenues have decreased when compared to the prior year due to the fact that a larger percentage of these revenues will be recognized later in the current fiscal year as compared to the prior year's activity.
- **Expenditures-** Total current YTD expenditures are slightly favorable to budgeted expectations at 29.1% when compared to the annual budget and have increased \$66,187 when compared to the prior year. In the Administration department, YTD wages have decreased when compared to the prior year because in the prior year a staff member retired and received a payout of their accumulated and unused vacation hours balance (expenses were higher last year). The increased expenditures in our Central Park department are primarily due to the approximate \$6,000 in repair costs incurred for the playground floor surfaces at our universal playground, the purchase of a portable pitching mound for use at our baseball fields, the timing of the annual renewal for our field striping machine (\$5K) and the increased allocation of personnel costs. The increased expenditures in our Building-Recreation Center department are being driven by several items, including the \$3,400 cost to replace a large pane of glass in the administration offices. This cost has been reimbursed by our insurer. In addition, we purchased twenty replacement folding chairs, several replacement trash and recycling receptacles, and our plumbing repair costs have increased \$3K. In addition our credit card fees have increased approximately \$3.5K, and we incurred \$2.9K in costs to repair a heating and cooling pump.

Recreation Fund

YTD revenues, transfers-in, and expenditures equal \$2,591,875, \$0, and \$1,426,728, respectively. This is resulting in a YTD net surplus of \$1,165,148, which is a \$109,510 increase from the \$1,055,638 YTD net surplus experienced in the prior fiscal year. The following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable at 50% when compared to the annual budget and have increased \$98,393 when compared to the prior year. Except for our Preschool Programs department, all other 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. Our

Fitness and Aquatic Center departments are benefitting from an approximate \$83K increase in both in-district and out-of-district membership revenues. In our Children's Athletics department, youth basketball revenues have decreased approximately \$48K from the prior year. This decrease is attributed to lower enrollments due to local competition, as well as a higher percentage of in-district participants which pay a lower registration fee than out-of-district participants. In our Marketing department, advertising revenues have decreased from \$22K in the prior year to \$12K in the current year.

- **Expenditures-** Total current YTD expenditures are favorable at 26.4% when compared to the annual budget and have decreased \$11,117 when compared to the prior year. Except for our Youth Programs department, all departments are currently favorable or in-line with current year budgeted expectations. In our Youth Programs department, part-time playground camp wages have increased approximately \$6K. These increased wage costs are being recouped with increases in the related playground camp revenues. YTD, there has been no capital expenditure activity whereas last year we spent \$73,937 YTD.

Recreational Facilities Fund (Tennis Center)

YTD revenues and expenses in this fund are currently at \$811,723 and \$608,231, respectively. This is resulting in a YTD net surplus of \$203,492, which is a \$382,538 decrease over the prior year's surplus of \$586,030. The following is additional commentary:

- **Revenues-** Total current YTD revenues are in-line with the annual budget at 32% and have decreased \$354,334 when compared to the prior year. This decrease is primarily due to the timing of the recognition of revenues for various Summer-Fall camp and group instructional programs. 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 \$5K when compared to the prior year.
- **Expenses-** Total current YTD expenses are favorable at 22.9% when compared to the annual budget and have increased \$28,204 when compared to the prior year. In the Administration department, YTD full-time personnel wages have increased approximately \$20K due to the new allocation of wage expenses related to our I.T. Administrator. Credit card processing fees have also increased \$2,500 when compared to the prior year. In the Building department, full-time wages have increased approximately \$23K due to the creation/addition of one full-time custodian position.

FINANCE & HUMAN RESOURCES UPDATES:

- Staff is working to finalize various narrative sections and financial schedules for inclusion in the FY 2024/2025 audited financial report (ACFR). The final report will be presented to the Board at the October 2025 Board meeting.
- Staff is working on the 2025 tax levy estimate, including preliminary FY 2025/2026 budget projections as well as preliminary FY 2026/2027 budget estimates.



Memo

To: Oak Brook Park District Board of Commissioners
From: Robert Pechous, Director of Recreation and Communications
Date: September 16, 2025
Re: August 2025: Recreation and Communications Report

Recreation:

- Athletics
 - o Coach Steve's Summer Sports Camp series wrapped up. These summer camps saw a total of 192 campers.
 - o Wizards and Eclipse Soccer use began on the fields for the fall season. Revenue from these contracts will be recorded monthly based on usage in the Athletic Field Usage Report.
- Youth/Preschool
 - o 28 campers from Pee Wee and Playground Camp enjoyed Last Chance Camp. Thanks to everyone for making summer camp a success this year!
 - o Dolphin Station (our before-and-after school care program) had a stellar first week, with buses running right on schedule in the morning and afternoon.
 - o Preschool teachers completed training and prepared for school to begin. Preschool families had a wonderful time exploring classrooms during "Meet the Teacher Day".
- Pioneers
 - o On Friday, August 15, the Pioneers' enjoyed their annual trip to Navy Pier for the Air and Water Show rehearsal. Forty-one participants from Oak Brook & Villa Park enjoyed a mouthwatering lunch at Art Smith's Homecoming before spending the afternoon soaking up the sights, sounds, and excitement of the show from the pier.
 - o On Tuesday, August 12, Pioneers were captivated by Barry Bradford's fascinating program on the Greatest Movies Made in Chicago – a cinematic trip through the Windy City's best moments on film.
 - o 27 Pioneers celebrated National Burger Day on August 21st with delicious burgers with all the fixings, then dove into some wild rounds of Bingo.
- Specialty/Events
 - o Billy Elton performed a great show on Thursday, August 7th, at Oaks Amphitheatre.
 - o The Summer Concert Series continued Thursday, August 14th, with a performance by the Abby Kay Band, this was rescheduled from earlier in the season due to weather.
 - o Staff met with Salt Creek Ballet to explore exciting programming and rental opportunities.
 - o Gateway's Elevate program will expand the rental use of Central Park West from 1 day a week to 2 days a week starting in September.

Marketing & Information Technology:

- Marketing finished the Community Survey/Focus Group report.
- A grant application was submitted to ComEd's Powering the Holidays Program for the Winter Lights.
- Technology in the Cori's Way was updated with software updates for all the equipment in preparation for the school start.
- Vendor quotes for the OneDrive/SharePoint file migration capital project were obtained, and now staff are evaluating pricing, functionality, and long-term support options.

Corporate and Community Relations:

Sponsorships	\$ 1,000.00
Advertising	\$ 1,500.00
Vendors	\$ 900.00
In-Kind Donations	\$
Oak Brook Park District Foundation	\$ 6,330.00

Total for August: \$ 9,730.00

Social Media and Website Engagement:

Facebook Analytics

Total Followers: 6,001 (up 22)

Posts: 17

Post Reach (organic and paid): 60,450

Post Engagement: 153

Instagram Analytics:

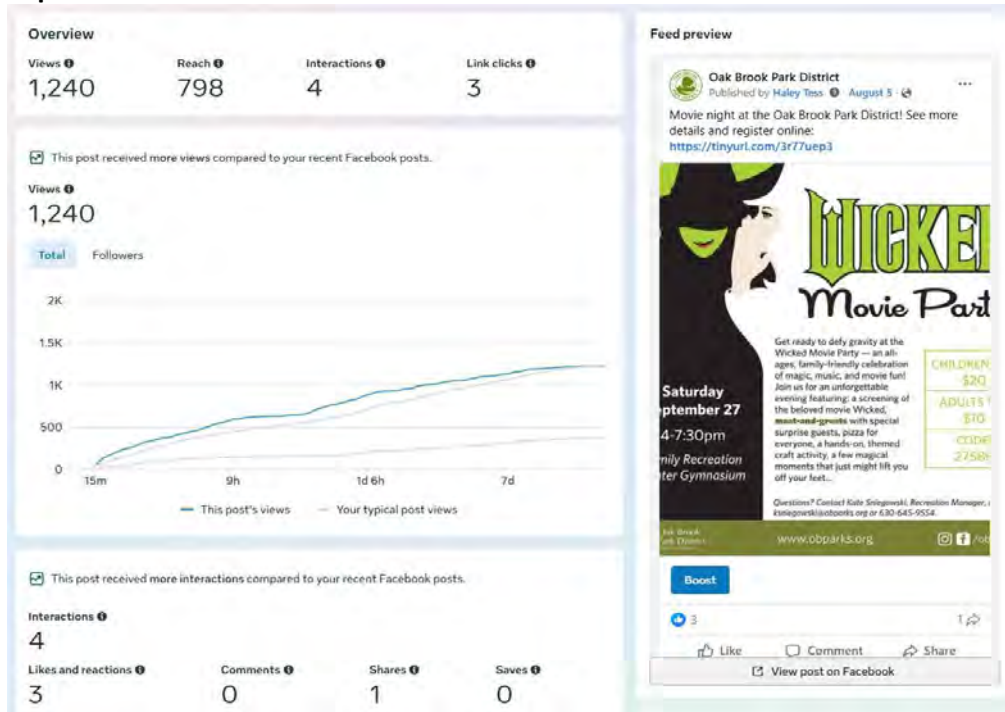
Total Followers: 2,850 (up 55)

Posts: 12

Post Reach (organic and paid): 6,864

Post Engagement: 107

Top Facebook Post



August 2025 Website Traffic



August 2025 Top Pages

1. / obparks.org
2. /Splash Island
3. /Youth Basketball
4. /Swim Central
5. /Indoor Pools Annual Maintenance Shutdown
6. /Family Recreation Center
7. /Programs
8. /Special Events
9. /Tennis Center
10. /Fit Central

obparks.org Acquisition Value

Referral Percentage Values	Aug 2025	Aug 2024
Direct:	32%	33%
Organic Search:	63%	63.4%
Social:	3 %	2.3%
Referrals:	2 %	1.8%



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	NA	NA	NA	NA	NA	NA	NA	1	7	8	8	24
CPW Revenue	NA	NA	NA	NA	NA	NA	NA	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									1,162
Gym Revenue	\$14,128	\$15,389	\$18,080	\$16,012									\$63,608
Room Rentals	26	23	17	22									88
Room Revenue	\$1,800	\$960	\$630	\$720									\$4,110
CPW Rentals	7	9	6	9									31
CPW Revenue	\$3,595	\$5,875	\$4,790	\$6,876									\$21,136

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									750
	Revenue	\$8,123	\$9,483	\$8,215	\$4,983									\$55,804
Wizards	Revenue				\$ 15,000									
Eclipse	Revenue				\$ 10,000									

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									4,748
	Revenue	\$24,860	\$12,475	\$9,879	\$4,831									\$59,045
Wizards	Revenue				\$ 4,000									
Eclipse	Revenue				\$ 3,000									

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

[illegible]

Totals	
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99	99
100	100

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

[illegible]



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									515
Court Hours	217	310	253	271									1,051
Revenue	\$ 610.00	\$ 670.00	\$ 560.00	\$ 430.00									\$ 2,270.00

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

July 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
Total	123	131

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
Total	103	114

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

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



Summer Camp Session I

District	Registered Participants
Burr Ridge	2
Elmhurst	30
Hinsdale	1
Countryside	2
Westchester	3
Pleasant Dale	1
Non-resident	2
Total	41

Summer Camp Session II

District	Registered Participants
Burr Ridge	1
Elmhurst	24
Hinsdale	7
Countryside	2
Westchester	3
Pleasant Dale	1
Oak Brook	1
Non-resident	2
Total	41



Summer 2025 Program Line Up (Dates: June 9 – August 29)

- Elevate Day Services (M-F)
- 24 Weekly Youth and Adult
- 8 Gators Athletics & Unified (Bowling/UB, Bocce/UB, Golf/UG, Softball, Unified Bags)
- 12 Special Events
- Summer Vacation Trip to Gatlinburg, TN
- 4 Summer Camp Locations

Fall 2025

- Elevate – Celebrating 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 8/12/2025

Vehicle #	Type	Year	Mileage	Maintenance	Plans
298	15p Ford Transit	2019	25,122	None	None
312	15p Ford Transit	2023	18,741	None	None
320	Paratransit Bus Ford E450 15P + WC	2025	3,985	None	None

Strategic Plan

Surveys are still being collected. Last day is August 29.

July Highlights

Hawaiian Luau & Chicago Dogs Game
Golf Qualifier & Bowling Qualifier



OBJECTIVES AND KEY RESULTS

May 1, 2025 - April 30, 2026

MONTHLY UPDATE SEPTEMBER 1, 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. _____
 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: 18

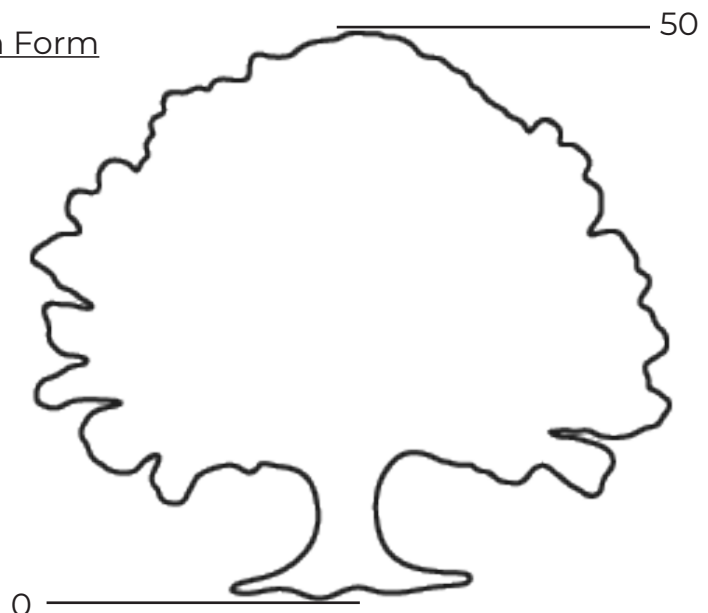
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2. ENVIRONMENTAL STEWARDSHIP

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

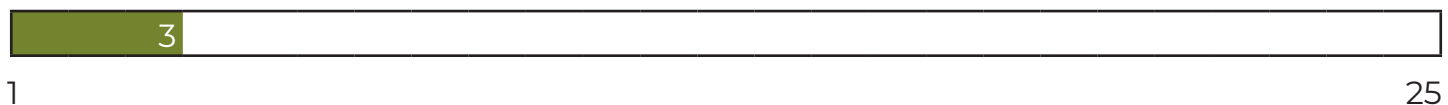
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OBJECTIVES AND KEY RESULTS

3. INCLUSION

COMPLETE? ☐

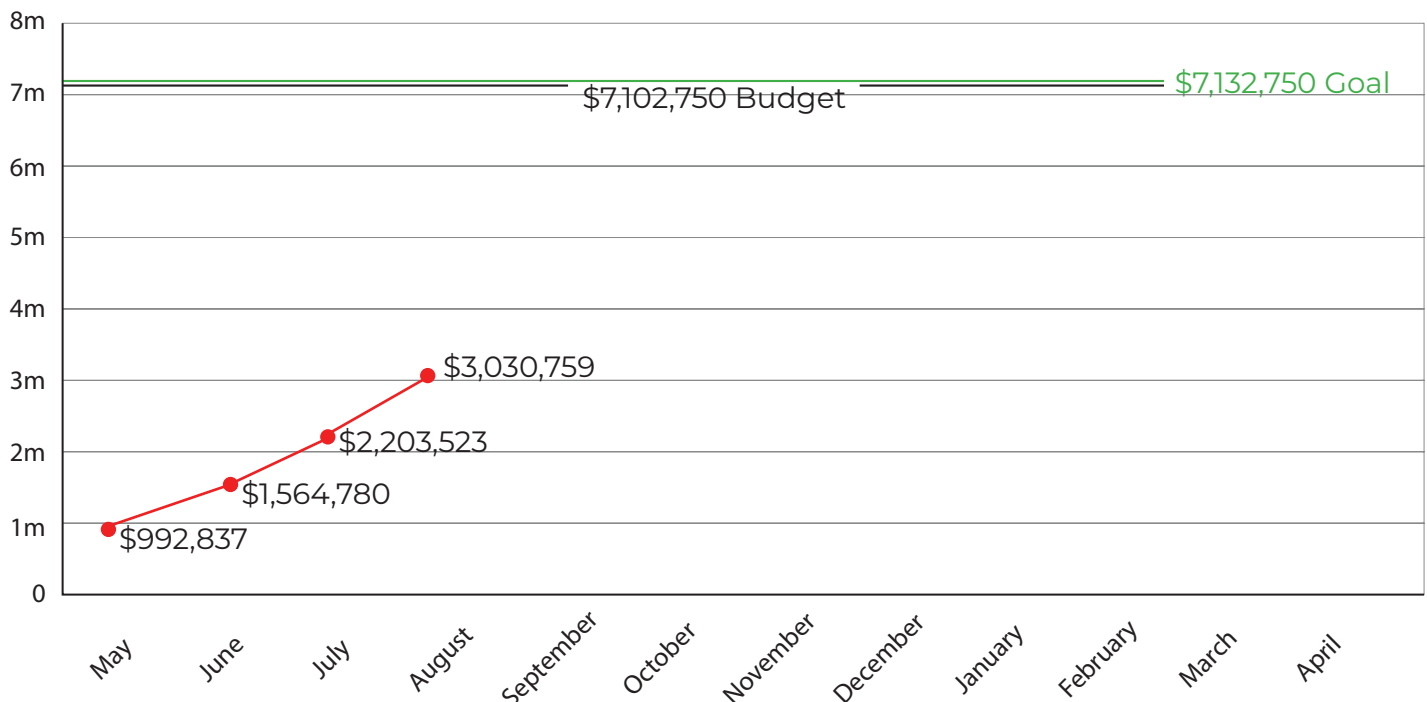
- ☐ A Partner with Gateway for a special inclusive event.
 1. _____
- ☐ B Create 3 new successful inclusive programs.
 1. _____
 2. _____
 3. _____
- ☐ C Complete 25 recommended ADA facility and park upgrades.



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. _____
 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)



OBJECTIVES AND KEY RESULTS

5. COMMUNITY ENGAGEMENT

COMPLETE? ☐

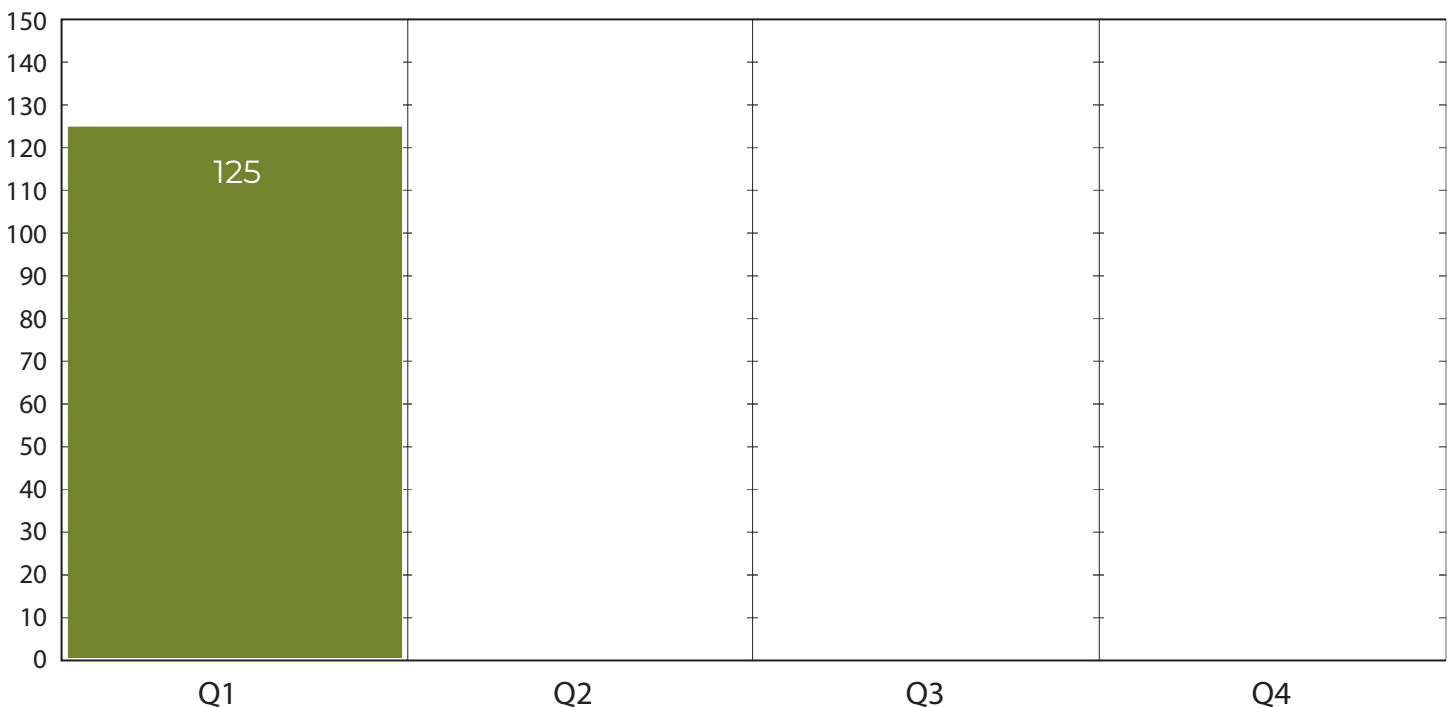
- ☐ A Collect feedback from 500 In-District participants through focus groups, public forums, surveys and evaluations. Implement 5-10 recommendations.
 1. 25 Residents participated in focus groups discussions
 2. Implemented texting registration dates from public forum suggestions
 3. _____
 4. _____
 5. _____
- ☐ B Host two new events for the community to attend without registration fee.
 1. _____
 2. _____
- ☐ 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:





May 1, 2025 - April 30, 2026

Employee Status	Accomplish 6 of 6 OKR's
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.



Memo

To: Board of Commissioners
From: Bob Johnson, Deputy Director
Date: September 16, 2025
Re: Board Report

Parks

- A retaining wall was constructed just outside the loading dock to protect the integrity of the adjacent walkway/emergency exit, and perennials were added to enhance the area's aesthetic appeal.
- Staff have been reviewing the District's ADA Transition Plan and working to bring identified items into compliance. ADA-compliant improvements have been completed around the entrance to the Family Recreation Center, including the reconstruction of the front entryway sidewalk, as well as the installation of designated ADA brick paver parking stalls.
- Preventative maintenance was completed on all mowing equipment to ensure they remain in optimal working condition. Regular preventative maintenance is essential for extending the lifespan of equipment, improving performance, and reducing the likelihood of unexpected breakdowns or costly repairs. In addition, staff replaced the brakes on a Ford F-250 truck, further demonstrating our commitment to maintaining a safe and reliable fleet.

Aquatics

The two-week aquatic shutdown was successfully completed and included a variety of in-house and contracted projects:

- In-house replacement of the leisure pool circulation pump.
 - Installation of new tables for the party deck.
 - Re-organization of the pool deck equipment and offices.
 - Preventative maintenance was performed on pumps, motors, and filtration systems.
 - The indoor water slide was buffed and polished.
 - Deep cleaning of the tiled surfaces, drains, and aquatics flooring was completed.
 - Aqua Pure performed a thorough evaluation of the Virginia Graham Baker (VGB) pool grates. The grates must be upgraded as they approach the end of their service life, or when legislation changes which affects the design of the grates, which is recently did.
-
- Both Swim Central and Splash Island were re-opened for use on Labor Day, which is a first.
 - Staff are in the process of interviewing candidates for the Aquatic Facility Manager position and onboarding new lifeguards and swim instructors.
 - Fall Group and Private Lessons, and the Stars Swim Team started on Monday, September 8. Swim Lesson Supervisors, Swim Lesson Instructors, and the Stars Coaches attended an In-Service to kick off the season to review skill assessments, parent communication, and program management.

- Caroline Reiman, Lily Liburdi, and Valerie Louthan attended career fairs at local high schools to drum up interest in the lifeguard and swim instructor openings. It was a wonderful opportunity to connect with interested candidates.

Facilities and Maintenance

- The maintenance team completed several repairs throughout the Family Recreation Center and Tennis Center.
 - Faulty condenser drains were repaired on HVAC units 1 and 3, and a condenser fan motor and blade were replaced
 - A circulation pump on a hot water heater at the Family Recreation Center was replaced.
 - Staff replaced the heating element for the Tennis Center sauna, and repaired the parking lot lights around the Tennis Center and soccer field parking lots.
- Negotiations have continued between the park district and the solar investor, Forefront. Staff have attended several meetings with team members from both parties to review various parts of the general and special conditions.
- Fitness Manager Kennen Hootman hosted a Fitness Instructor and Personal Training meeting to jumpstart the fall season by reviewing the new group exercise calendar, client check-ins and training experience, and a review of the premium class offerings.
- Custodians prepped and cleaned the ABC Preschool classrooms before the first day of school, so parents and children walk into a clean and safe environment.



Oak Brook Park District

Total Membership Packages/In-District Percentage

2025 Membership Package Data																				
	January					February					March					April				
	In District	Corporate	Out of District	Total	% In District with	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with	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	In District	Corporate	Out of District	Total	% In District with Corporate	In District	Corporate	Out of District	Total	% In District with	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																				
Family Recreation Center																				
SilverSneakers																				
Renew Active																				
Total Memberships	0	0	0	0		0	0	0	0		0	0	0	0		0	0	0	0	

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

2025 First on the 1st Data						
	January	February	March	April	May	June
	In District	In District	In District	In District	In District	In District
Daily Fee		22	8	25	4	4
Central Park Campus						
Family Recreation Center		1			3	3
	July	August	September	October	November	December
	In District	In District	In District	In District	In District	In District
Daily Fee	12	7	0			
Central Park Campus	2					
Family Recreation Center	6	5	2			



Oak Brook Park District

Summer Pool Pass Totals

	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
Summer Pool Pass											4		15	19	21%	12		47	59	20%
Total Memberships	0	0	0	0	0%	0	0	0	0	0%	4	0	15	19	21%	12	0	47	59	20%
	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
Summer Pool Pass	16		55	71	23%	20		69	89	29%	20		69	89	22%	20		69	89	22%
Midsummer Pool Pass													4	4	0%			4	4	0%
Total Memberships	16	0	55	71	23%	20	0	69	89	29%	20	0	73	93	22%	20	0	73	93	22%
	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
Summer Pool Pass																				
Total Memberships	0	0	0	0		0	0	0	0		0	0	0	0		0	0	0	0	



Oak Brook Park District

Aquatic Rental/Programming Revenue Report

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									152
	Parties	\$15,467	\$19,622	\$12,100	\$9,658									\$56,847
	Rentals	\$5,050	\$10,722	\$11,140	\$1,570	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28,482
	TOTAL	\$20,517	\$30,344	\$23,240	\$11,228	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85,329

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

25-26	Registrations	821	451		1,272
	Private	\$46,433	\$13,550		\$59,983
	Group	\$42,659	\$5,296		\$47,955
	TOTAL	\$89,092	\$18,846	\$0	\$107,938

Swim Team						
FY	Season	SUMMER	FALL	WINTER	SPRING	TOTAL
24-25	Registrations	40	72	71	52	235
	Revenue	\$10,147	\$21,376	\$17,932	\$10,166	\$59,621

25-26	Registrations	42	61			103
	Revenue	\$9,432	\$24,844			\$34,276

Unfinished Business



Oak Brook Park District

BOARD MEETING

AGENDA ITEM – HISTORY/COMMENTARY

ITEM TITLE: SECTION 6 – ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL, PART II

AGENDA No.: 7 A

MEETING DATE: SEPTEMBER 22, 2025

STAFF REVIEW: Director of Recreation and Communications, Robert Pechous:

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

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

The Board of Commissioners last approved the Administrative Policies and Procedures Manual on April 19, 2021.

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

The Manual will be presented to the Board in sections. The revisions include clarification of existing policies.

ACTION PROPOSED:

Request a motion (and a second) to approve Section 6 – Administrative Policies and Procedures Manual, Part II.



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Section 6.9 Oak Brook Park District Facility Standards

FAMILY RECREATION CENTER

- 1) **ROOM SET UP:** All rooms should be set up no later than 20 minutes prior to the start time listed on the Daily Schedule located in the Daily Schedule Binder at the Front Desk. It is the responsibility of the custodial staff to check this binder at the beginning of their shift and to complete the room set up process. Should staff require assistance with the set up, they are to notify the Manager (s) on Duty for assistance. It is the responsibility of the custodial staff to clean the room, remove the trash, and return the tables/chairs to ~~Studio-D storage~~the dock. NO ROOM SHOULD REMAIN SET UP OVER NIGHT WITHOUT ACQUIRING PERMISSION FROM THE SUPERINTENDENT OF FACILITIES, FACILITY ~~SUPERVISOR, OR FACILITY COORDINATOR~~Manager.
- a) **INTERNAL BOOKINGS:** Each Supervisor for the listed program is responsible for ~~submitting a Meeting Room/Studio Set-Up Form prior to each event. This form will be located in the Facility Set-Up binder located at the Front Desk under the corresponding date of the rental. Blank set-up forms are located on the shared drive: S:\ALL_RECREATION\Facilities\Facility Resources\Rentals~~inputting the room set up in the ActiveNet Permit Reservation System.
- b) **EXTERNAL BOOKINGS:** ~~The room set up is listed in the notes section of the Daily Schedule located at the Front Desk. These are printed out nightly by the front desk team for the following day.~~The Facility Manager is responsible for inputting the room set up in the ActiveNet Permit Reservation.
- 2) **LOCKER ROOMS:** Refer to the Custodial Check List for additional information.
 - a) Lockers rooms should be checked ~~a~~at MINIMUM OF ONCE PER HOUR during all custodial shifts. This includes ensuring:
 - i) Lockers are closed
 - ii) No ~~towels or~~ trash are should be left on the floors or on top of lockers
 - iii) Soap and paper towel dispensers are filled
 - iv) Toilet areas are clean and toilet paper rolls filled
 - v) Showers are clean and body soap dispensers are full
 - vi) Trash receptacles are emptied
 - b) Showers are to be cleaned and scrubbed daily. This process is to be completed by the custodian working Monday-Friday during the closing shift as well as the closing staff on Saturdays and Sundays or otherwise appointed by the Superintendent of Facilities. This includes but not limited to:
 - i) Scrubbing around all fixtures



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- ii) Scrubbing walls and wall tiles
 - iii) Scrubbing the floors
 - iv) Removing any discoloration from shower rods and curtains
 - v) Power washing the shower room walk-way and each shower all individually
- 3) **COFFEE BAR:** Coffee supplies are ordered by the ~~Superintendent of Facilities~~Facility Manager. It is the responsibility of the Lead ~~Custodian to notify the Superintendent of Facilities~~Customer Service Representative to notify the Facility Manager when an order needs to be placed and to specify the product. ~~Custodial staff should check the coffee hourly and brew a new pot when necessary.~~
- 4) **MEETING ROOMS/STUDIOS:** All rooms for are to be cleaned at the end of each event. This process includes the following:
- a) Dry and wet mopping the floors and/or vacuuming carpeted areas
 - b) Cleaning windows
 - c) Cleaning mirrors
 - d) Removing tables/chairs and relocating to ~~Studio D storage~~the dock.
 - e) Trash removal and the replacement of trash liners in all receptacles
 - f) Refer to the Custodial Check List for additional information
- 5) **CORI'S WAY:** All rooms located in Cori's way (including all ~~bathrooms~~restrooms) are to be cleaned nightly after Preschool or Camp has ended for the day. ~~The bathroom located in the Play Room is to be cleaned mid-day as well as at the end of the day.~~ Refer to the Custodial Check List for additional information.
- 6) **BATHROOMSRESTROOMS:** ~~Lower level bathrooms~~Restrooms ~~as well as the public bathrooms located in the main hall~~ should be checked by the custodial staff at the beginning, mid-point, and end of each shift. The following items should be checked and all areas attended to as needed:
- a) No towels or trash ~~are left~~ on the floors or on top of counters
 - b) Soap and paper towel dispensers are filled
 - c) Toilet areas are clean and toilet paper rolls filled
 - d) Trash receptacles are emptied
 - e) See Custodial Check List for additional information
- 7) **ADMINISTRATIVE OFFICES:** The Administrative Offices are to be cleaned nightly after closure Monday-Friday, after 5pm. Offices will only be cleaned on the weekend if requested by staff.



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~~7)8)~~ **PARK MAINTENANCE GARGAGE OFFICES;** The Park Maintenance Garage Offices are to be cleaned one night ~~a~~per week, after 4:00pm. Offices will only be cleaned on the weekend if requested by staff.

~~8)9)~~ **INSPECTIONS:** Monthly inspections will be completed at the beginning of each month using Productive Parks work order system. -Inspections are to be completed by the Building Engineer, Building Technician, or another assigned staff member. It is the responsibility of the Superintendent of Facilities ~~-or the Superintendent of Aquatics-Parks~~ and Maintenance to attend to any reported deficiencies and to finalize the report once all deficiencies have been brought to standard. The monthly inspections are contained ~~within a Monthly Inspection Binder located within the Maintenance Office.in~~ Productive Parks.

~~9)10)~~ **LIGHTING:** Lighting will be fully inspected as part of the monthly facility inspection. Any staff who may notice outage(s) should promptly report the area using a Work Order Request (see Section 14).

~~10)11)~~ **CEILING TILES:** Ceiling tiles will be fully inspected as part of the monthly facility inspection. Any staff who may notice damaged or missing tiles should promptly report the area by using a Work Order Request (see Section 14).

~~11)12)~~ **CARPET/TILE CLEANING**

- a) LOCKER ROOMS are to be cleaned after hours on a monthly basis. This is the responsibility of the Lead Custodian. This includes the carpet and all hard surfaces.
- b) CORI'S WAY is to be cleaned at the beginning of the Preschool school year (end of Camp) as well as the end of the school year (beginning of Camp).
- c) STUDIO floors are to be cleaned daily as well as after each event hosted in one of the rooms. Carpet in Canterbury and Autumn Oaks should be cleaned on the same schedule as Cori's Way.
- d) GYMNASIUMS are to be cleaned with a dry mop daily by the custodial staff. Each gym (1, 2, and 3) should be machine scrubbed or wet mopped a minimum of twice per week as well as once on the weekend.
- e) ENTRANCE/LOBBY flooring is to be cleaned by dry mopping and scrubbing at the beginning of the day and as needed throughout the day.

~~12)13)~~ **VENDING MACHINES:**

- ~~a) FOOD/SNACK: The Facility Coordinator is responsible for ensuring that the vending machine is full at all times as well as stock of extra product. Money is removed from the machines a minimum of 1-day per week and tracked using the Vending Machine excel sheet located in the shared drive~~



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~~S:\ALL_RECREATION\Facilities\Facility Resources. The money is processed through Point of Sale at the Front Desk under Vending Snacks.~~

~~b)a) _____ BEVERAGE/PEPSI: Beverage vending is maintained by Pepsi Co. On a bi-monthly basis, Pepsi provides the Park District a check reflecting monthly sales. This payment is processed using a Miscellaneous Receivable Form as payments from the Family Recreation Center as well as the Tennis Center are on one check and processed to two separate accounts. The check along with the form are provided to the Accounting Department for processing. Vending machines are outsourced. Contact vending company representative in the case, but not limited, event that machine the machine is not operating correctly or needs re-stocking, insufficient items, power outage.~~

~~13)~~**14) CUSTODIAL SUPPLIES:** It is the responsibility of the Lead Custodian to track, order and stock all supplies necessary to operate the facility. It is the responsibility of the Lead Custodian to also inform the Superintendent of Facilities of any issues with product or recommendations of products to better clean the facility while meeting the Park District budgets.

~~14)~~**15) WORK ORDER REQUESTS:** Refer to "Procedures on Work Order Assignments in Productive Parks" located in the Policies & Procedures Manual.

~~15)~~**16) VENT CLEANING:** Exterior vent cleaning will be conducted monthly by a member of staff assigned by the Building Engineer, Building Technician or assigned staff. The process is tracked using the Preventative Maintenance portion of Productive Parks.

~~16)~~**17) HVAC:** It is the responsibility of the Building Engineer to conduct monthly preventative maintenance on ALL Park District Facilities. This process will be tracked using the Preventative Maintenance portion of Product Parks. It is the responsibility of the Building Engineer to complete the monthly report. This includes but not limited to:

- a) Inspecting and replacing filters on HVAC units
- b) Checking belts for worn areas and replacing when required
- c) Check pressure and fluid of all HVAC units
- d) Cleaning the vents and coils when necessary
- e) Inspecting and replacing filter on all VAV boxes located in the facility

~~17)~~**18) FITNESS CENTER AND GROUP FITNESS STUDIOS:** The custodial staff are responsible for maintaining the appearance and cleanliness of the fitness center and group fitness studios. The custodial team shall adhere to the established cleaning guidelines and complete the daily cleaning check-list to reflect cleaning of all areas. The Lead Custodian is responsible for ensuring custodial



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completion of tasks and responsibilities. The Fitness ~~Manager~~Supervisor is responsible for inspecting fitness equipment in the fitness center and the group fitness studios. Inspection guidelines are followed and detailed ~~on the "Weekly Inspection Sheet" and "Weekly Inspection Guide", in Productive Parks, which can be found in the Fitness Center Manual.~~ The Fitness ~~Supervisor~~Manager is responsible for ensuring these tasks are consistently completed and any corrective action needed, is taken.



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CENTRAL PARK WEST

- 1) **ROOM SET-UP/BREAK-DOWN:** Center Park West is to be set up and ready for the renter no later than the start time listed on the rental permit. In order to ensure appropriate set up, the event attendant or ~~Facility Coordinator~~Recreation Manager will set up the room at least 30 minutes prior to the arrival the rental time. Each renter will submit a set up form to the ~~Facility Coordinator~~Recreation Manager 2-3 weeks in advance of the event. This ~~form is located in the Central Park West Binder located in the Central Park West office.~~form is submitted by the renter through the website and/or email to Recreation Manager. ~~The set up form will be located behind the number that correlates to the date of the rental.~~ CENTRAL PARK WEST MAY NOT REMAIN SET UP OVER NIGHT WITHOUT ACQUIRING PERMISSION FROM THE SUPERINTENDENT OF FACILITIES, FACILITY SUPERVISOR, OR FACILITY COORDINATOR.
- 2) **FACILITY CLEANING AND ~~BATHROOMS~~RESTROOMS:** It is the responsibility of the custodial team to clean Central Park West on a daily basis. This includes dry and wet mopping floors, dusting and cleaning all vertical and horizontal surfaces, and thorough cleaning of the restrooms. The event attendant working the event is responsible for checking the facility and ~~bathrooms~~restrooms before and during the event to ensure that the space is clean and presentable to the renters. This includes but not limited to:
 - a) No trash or debris is on the floors
 - b) Hand soap dispensers are stocked
 - c) Toilet areas are clean and toilet paper rolls are filled
 - d) Trash receptacles are empty and cleared during the event as needed
- 2) **INSPECTIONS:**
 - a) Monthly: Inspections will be performed on a monthly basis by the Building Engineer, Building Technician, or assigned staff. Inspections will be performed in accordance with the facility inspections as stated above.
 - b) Event: An event inspection is to be completed by the Central Park West attendant at the beginning and end of the event. ~~This form is to be signed and dated by staff and attached to their time sheet for review by the Facility Coordinator. Any concerns will be notated on these inspections and will be processed utilizing the Work Order System on Productive Parks (See Section 14 of Facility Standards- Family Recreation Center). The CPW Event Inspection Form Location: S:\ALL_RECREATION\Facilities\Facility Resources\Central Park West, Documents~~In the



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event of a reported deficiency the attendant will report to the Recreation Manager, who will submit a Work Order in Productive Parks.

- 3) **CUSTODIAL SUPPLIES:** It is the responsibility of the Lead Custodian to track, order and stock all supplies need to operate the facility. It is the responsibility of the Lead Custodian to also inform the Superintendent of Facilities of any issues with product or recommendations of products to better clean the facility while meeting the Park District budgets.
- 4) **WORK ORDER REQUESTS:** See "Procedures on Work Order Assignments in Productive Parks" located in the Policies & Procedures Manual

AQUATIC CENTERSWIM CENTRAL AND SPLASH ISLAND

- 1) IDPH requires all pools to be tested at a minimum, 2 times daily. The Oak Brook Park District's pools should be tested at a minimum every 3 hours while open. Additional water tests can be done as needed.
- 2) Disinfectant Levels
 - o Chlorine must be kept between .5 and 5ppm. If any pool is above or below those levels, the pool must be shut down until the pools are back within range. Ideal levels of all pools should be 2-3ppm.
 - o Combined Chlorine should be below 0.5 ppm. Pools must be shocked if above this level. See calculator for information on how much shock to add.
 - o pH levels must be between 6.8 and 8.0. If any pool is above or below these levels, the pool must be shut down until back in the normal range. Ideal levels of all pools are between 7.2 and 7.6.
 - o Alkalinity should be between 50 and 200ppm. Ideal range is between 80 and 120
 - o Calcium Hardness should be between 50 and 500ppm. Ideal range between 50 and 400.
 - o TDS of all pools should be under 1200.
 - o Temperature
 - Lap-Between 78-81
 - Leisure- Between 84-86
 - Spa- Between 100-104
 - Splash- 70-86
 - Indoor pools will need to be shut down if less than 76, or more than 96. Spa cannot go above 104.
- 3) Filters



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- o The filter pumps on all pools must remain running 24/7. If these are turned off for any length of time, the pools should not be reopened for 4 hours.



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Policy: 6.9

4) Daily tasks

- o Remove broken chairs
- o Pick up debris in pools and on decks
- o Check that all pumps and motors are operational
- o Ensure water clarity is safe for use
- o Test and inspect all emergency response equipment
- o Test alkalinity in all pools
- o Fill acid tanks
- o Fill CHL tanks

5) Weekly tasks

- o Inventory chemicals and reagents
- o Backwash lap pool
- o Backwash leisure pool
- o Backwash spa
- o Clean and change strainers
- o Hose off and disinfect entire deck
- o Clean all stainless steel in kitchen area
- o Clean pool windows
- o Drain, clean, and re-fill spa
- o Vacuum lap and leisure pools
- o Full chemical check and document
- o Clean and sweep pump room
- o Switch pool heaters
- o Clean decks with floor scrubber
- o Check hot water heater
- o Complete checklist
- o Clean railings and window ledges
- o Clean air intakes
- o Inspect personal floatation devices
- o Inspect and test ADA chair



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Policy: 6.9

6) Monthly tasks

- o Clean refrigerator
- o Check food equipment
- o Check light bulbs
- o Deep clean staff room
- o Clean white deck storage bins
- o Inspect chlorine/acid pumps
- o Check all gauges
- o Check acid pump lines
- o Check inside garbage cans
- o Check and repair broken tiles
- o Sweep and hose off slide tower and stairs
- o Inspect deck drains

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Pool Chemical Measurements				
Pool	Lap	Leisure	Spa	Splash Island
Pool Size(Gallons)	109,000	45,000	1,600	23,000
Chlorine Range (Parts Per Million)	2-3 ppm	2-3 ppm	2-3 ppm	2-3 ppm
Acid Range (Parts Per Million)	7.2-7.6 ppm	7.2-7.6 ppm	7.2-7.6 ppm 7.3- 7.5 ppm	7.2-7.6 ppm 7.3- 7.5 ppm
Acid Mixture Ratio (fill when tank almost completely empty)	25 lbs (1/2 Sodium Bisulfate Bag)	37.5 lbs (3/4 Sodium Bisulfate Bag)	12.5 lbs (1/4 Sodium Bisulfate Bag)	18.75 lbs (1/3 Sodium Bisulfate Bag)
Alkalinity range (Parts Per Million)	80-120 ppm	80-120 ppm	80-120 ppm	80-120 ppm
Low Alkalinity (Raise by 10 Parts Per Million)	Add 16.34 lbs Sodium Bicarb (slurry mix)	Add 6.74 lbs Sodium Bicarb (slurry mix)	Add 0.23 lbs Sodium Bicarb (slurry mix)	Add 3.44 lbs Sodium Bicarb (slurry mix)
high chlorine (lower by 10 parts per million) Emergencies only!!!!!!!!!!	Add 0.62 lbs sodium thiosulfate	Add 0.28 lbs sodium thiosulfate	Add 0.01 lb of sodium thiosulfate (Small dose)	Add 0.14 lbs thiosulfate

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Section 6.10 OAK BROOK PARK DISTRICT- FACILITY STANDARDS - Tennis Center

The Tennis Center will be maintained according to the following standards. In addition to these standards, the Building Engineer shall complete the "Monthly Building and Fire Property Conservation Inspection Checklist" on a monthly basis and submit to the Tennis Center Assistant Manager for review.

The following maintenance and custodial tasks will be performed three times a week or more as needed. These tasks will be completed on Tuesday, Thursday and Sunday.

1) Entrance and Foyer/Indoor & Out:

- o Vacuum floor in foyer
- o Clean door handle and glass on doors
- o Vacuum outdoor carpet/3 times week or as needed
- o Dust cobwebs/twice week or as needed

2) Locker Rooms:

- o Empty garbage
- o Vacuum carpeted areas including sauna
- o Clean sinks, counter tops
- o Clean mirrors
- o Clean and sanitize toilets and urinals
- o Clean shower walls/deep clean once month
- o Restock paper items and deodorant/spray
- o Refill soap/shampoo dispensers as needed
- o Wipe interior and exterior of lockers/ twice a month or as needed

3) Restrooms:

- o Clean and sanitize toilet bowls and sinks
- o Wet mop floor
- o Clean mirrors
- o Empty and clean all trash
- o Dust cobwebs/twice week or as needed
- o Wipe down walls/ twice month or as needed

4) Front Desk/Lounge Area:

- o Empty and clean all trash
- o Clean lounge side of court windows & trim
- o Wipe down tables and chairs
- o Dust cobwebs twice a week or as needed
- o Clean windows twice week or as needed



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- o Wet mop behind front desk twice week

5) Vending Machine Lounge Area:

- o Damp wipe sink and counter top
- o Empty and clean all trash
- o Clean windows & trim weekly
- o Dust cobwebs twice week or as needed
- o Damp wipe table tops and chairs

6) Racquetball Courts:

- o Wipe down drinking fountains weekly
- o Dry mop & wet mop hallways
- o Dust cobwebs as needed

7) Fitness Room/Elevator:

- o Empty and clean garbage
- o Clean windows, doors, & trim 3 times week or as needed
- o Wipe down fitness equipment twice a week
- o Dust cobwebs 3 times a week or as needed
- o Wet mop floor
- o Wipe down in and out of elevator
- o Mop back elevator entrance
- o Complete "Exercise Room Inspection" checklist twice per week.

The following maintenance and custodial tasks will be performed three times a week or more as needed. These tasks will be completed on Monday, Wednesday and Friday.

1) Entrance and Foyer:

- o Vacuum outside front entrance
- o Vacuum floor in foyer
- o Clean door handle and glass on doors
- o Remove all dust/cobwebs from corners

2) Locker Rooms:

- o Clean and polish locker room entrance doors
- o Empty and clean garbage
- o Dust inside of lockers when needed
- o Vacuum sauna
- o Clean out towel bins and sanitize
- o Vacuum carpeted areas



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- o Clean all baseboards when needed
- o Dust and damp wipe tops of lockers
- o Clean sinks, counter tops
- o Clean mirrors
- o Clean and sanitize toilets and urinals
- o Restock paper items and deodorant/spray
- o Clean toilet stall partitions
- o Refill soap/shampoo dispensers
- o Clean and polish all chrome plumbing fixtures
- o Scrub and clean shower stall
- o Scrub and remove debris from drains
- o s) Clean shower curtains and mats
- o t) Sanitize shower room floors
- o u) Remove all dust/cobwebs from corners

3) Restrooms:

- o Clean and sanitize toilet bowls and sinks
- o Wet mop floor
- o Clean mirrors
- o Empty and clean all trash
- o Damp wipe door handles and doors
- o Replace paper towels and toilet paper
- o Check and fill soap dispenser
- o Remove all dust/cobwebs from corners

4) Front Desk/Lounge Area:

- o Vacuum carpet area
- o Empty and clean all trash
- o Clean lounge side of court windows
- o Dust/Damp wipe couches, tables and benches

5) Elevator/Back Entrance:

- o Vacuum in elevator & back entrance
- o Polish elevator
- o Mop back entrance
- o Clean windows and door

6) Vending Machine Lounge Area:

- o Vacuum carpet
- o Damp wipe table tops and chairs



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- o Damp wipe sink and counter top
- o Damp wipe exteriors of vending machines
- o Empty and clean all trash
- o Clean windows
- o Remove all dust/cobwebs from corners
- o Wipe & disinfect drinking fountain

7) Stairs and Hallways:

- o Vacuum all stairways and hallways
- o Dust and Damp wipe all handrails
- o Dust and damp wipe all window sills
- o Wet mop tile areas when needed
- o Remove and dust/cobwebs from corners

8) Racquetball Courts:

- o Sweep, dry mop corridor and observation area
- o Clean and sanitize drinking fountains
- o Sweep and dry mop courts
- o Clean doors and handles
- o Clean and sanitize phone
- o Empty and clean garbage
- o Remove all dust/cobwebs from corners

9) Exercise Room:

- o Vacuum Carpet
- o Damp wipe and disinfect equipment
- o Empty and clean garbage
- o Remove all dust/cobwebs from corners
- o Clean and sanitize phone

10) Once a week outdoor restroom to be cleaned

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Section 6.11 Parks Classifications and Maintenance Standards

Park Classifications

The Oak Brook Park District's park sites can be classified into two classifications. By identifying the class of the site, resources can be better allocated to the parks with the highest use and therefore the greatest need for frequent maintenance. Parks sites may share characteristics of both classifications; however, they are identified by their primary usage.

Class I	Moderate to heavy use on a regular or seasonal basis
Parks in Class I	Central Park
Characteristics	Parks falling into the Class I category experience moderate to high use on either a seasonal or regular basis. Examples of high use include organized athletic activities or sites with destination activities such as disc golf, ice rinks, and unique play areas.
Class II	Light to moderate use on a regular or seasonal basis
Parks in Class II	Dean Nature Sanctuary, Chillem, Saddlebrook, Forest Glen
Characteristics	Parks falling into the Class I category experience light to moderate use on either a seasonal or regular basis. Examples of light to moderate use include passive sites, neighborhood playgrounds, tennis or basketball courts, and low-use walking trails.



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Park Maintenance Standards

Standardized maintenance practices are crucial in order to provide a consistent level of service to the community. Staff must work towards meeting these standards at all park sites at all times. The standards apply to both Class I and Class II sites unless otherwise noted.

Litter Collection

Litter will be collected from all park sites on Monday, Wednesday, and Fridays. This includes emptying waste receptacles as well as collecting loose litter. Staff must always wear gloves when handling litter or waste.

All OBPB vehicle key chains are equipped with keys which open the dual-stream litter receptacles.

Recycling containers should be equipped with white semi-opaque can liners and waste containers should be equipped with black heavy-duty can liners.

Collected litter may be disposed in appropriate containers located at Central Park.

**Class II parks may only require litter collection on a weekly basis during winter months.*

Landscape

Landscape should be trimmed to keep a well-manicured appearance and to ensure the safety of patrons and surrounding structures.

Landscaped beds must have a natural, spaded at a depth of 3-5 inches. This is accomplished with the use of hand tools or a powered bed-edger. Landscape beds must be mulched annually with a finely ground hardwood mulch at a depth of 2 inches.

Landscape beds must be treated with a pre-emergent herbicide before March 15th each year.

In the case of emerged invasive weeds, the preferred method of removal is by way of hand weeding. In the event that hand weeding is not a reasonable option, a Glyphosate solution may be used if prepared and applied within manufacturers specifications.

Trees should be pruned at least annually to remove dead branches and those that encroach on other structures. No overhead branch should hang lower than 6 feet with the exception of certain ornamental and evergreen trees.



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Turf Grass

Turf-grass mowing may be conducted by a contractor, a Parks Department staff member, or a combination of both. Turf grass should be mowed weekly to a height of 3 inches with the exception of athletic field turf which will be mowed at 2.5 inches. Mowing patterns must alternate on weekly basis.

All parks must be string trimmed weekly to a height matching the surrounding mowed areas.

Clippings may remain on the turf provided they do not interfere with the health of the living turf.

Clippings must be cleared off any hard surface area with the use of a leaf blower, broom, or other method.

The OBPD utilizes a weed control and fertilizer program consisting of spring and fall applications to all turf grass. Additional treatments may be requested in order to manage specific pests or invasive weed species.

Turf may be repaired and restored by the use of seed or sod. Seed selection must be a minimum of 98% weed free and must include a blend of Perennial or 4-way Rye and Kentucky Bluegrass. The mixture should not have less than 40% Kentucky Bluegrass. Sod must meet the same specifications although the Bluegrass concentration will likely exceed 60%.

**Class I sites must have the turf aerated annually in either the spring or the fall.*

**Class II sites must have the turf aerated every 3 years.*

Playgrounds

Playground safety is of the utmost importance. Playgrounds must be inspected on a monthly basis minimally. The inspection should be conducted and documented by a trained Parks Department staff member who has attended a playground safety workshop within the last 2 years.

Unitary surfacing must be checked for tears, holes, loose debris, and any other damage.

Engineered wood fiber surfacing must be maintained frequently to ensure that high-use "kick out" areas are raked level in order to maintain H.I.C. standards for impact attenuation.

**Class I playgrounds with engineered wood fiber surfacing must be visually checked twice per week.*

**Class II playgrounds with engineered wood fiber surfacing must be visually checked weekly.*



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Snow Removal

Snow removal is a team effort and must be coordinated with staff. Staff in the Parks Department is the immediate response team for snow removal, however additional staff resources may be called in to deal with large amounts of snow or ice.

Snow plows will begin operations when accumulation measures 1.5 inches and above. First priorities include the Family Recreation Center and the Tennis Center. Staff should make every effort to clear these locations before 5:00am.

Sidewalks must be cleared by shovel or snow blower. Parking lots must be cleared using plow techniques that limit the amount of snow deposited in the highest use areas.

Ice melt products should be applied on parking lots and sidewalks in accordance with manufacturer's specifications after snow has been cleared and/or in the event of icy conditions. Ice melt products must be effective to a minimum of 10 degrees below zero. No rock salt should be used.

**Class II park sites are exempt from snow removal with the exception of the Dean Nature Sanctuary parking lot.*

Ice Rinks

The OBPD may elect to construct temporary outdoor ice rinks during the winter months. Rinks must be constructed over a level surface of sand or on a grass field. The rink perimeter should be constructed of wood or extruded plastic side boards and secured into the ground. A clear plastic liner measuring 5 feet longer and wider than the largest dimension of the finished rink serves as the containment vessel for the water. The plastic liner should be no less than .006 mil thick.

The liner should be filled to within 2 inches of the top of the side boards, and allowed to freeze solid to a depth of not less than 2.5 inches thick.

Once frozen, the finished surface should be resurfaced with a low pressure hose as needed, but not less than once per week during the open times.

Snow may be cleared from the surface using shovels, powered brooms, leaf blowers, or snow blowers.

~~A documented inspection must take place daily during the open times.~~ Documentation of inspections start after the liner has been installed and filled with water and continue until the removal of the liner. Inspections are documented on Monday, Wednesday, and Friday, excluding holidays.



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Sled Hill

The OBPD may elect to construct a sled hill during the winter months using temporary fencing to create a designated sledding area. The perimeter fencing is constructed of wooden snow fence while the interior and runoff fence is a plastic breakaway fence.

The perimeter of the sled hill is constructed using wooden snow fence, which is attached to metal “T” posts installed at intervals of 8 to 10 feet and secured using 16-gauge or stronger double-loop-end twist ties. The interior and runoff zones of the sled hill are enclosed using plastic breakaway fencing, which is installed using ground sleeves spaced every 8 to 10 feet and secured with post clips.

Directional signage will be installed around the sled hill to guide users. These signs will identify areas that are closed to sledding, as well as indicate a designated and safe route for ascending the hill.

A green flag indicates that the sled hill is open, while a red flag signals that the sled hill is closed. The sled hill will only open when the ground is frozen and there are at least two inches of snow coverage with no visible grass.

Documentation of inspections start after the installation of the fencing is completed and continues until the removal of the fencing. Inspections are documented on Monday, Wednesday, and Friday, excluding holiday.

Outdoor Court Maintenance

The OBPD owns and maintains outdoor basketball, pickleball, and tennis courts. These courts should be checked as part of weekly park visits. Leaves and other foreign debris must be removed from the courts as needed. Nets should be visually checked for fraying or other disrepair, and replaced whenever necessary.

The courts are coated with an acrylic or equivalent sports surfacing. The lifespan on the coating is between 5 and 10 years depending on usage. Court surfaces must be monitored to identify any deteriorating conditions.



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Athletic Field Maintenance

The athletic fields operated by the OBPD are located at Central Park and consist of one synthetic turf soccer field, natural grass soccer fields, and natural grass baseball/softball fields.

Natural grass turf on any athletic fields should be maintained according to the turf grass maintenance standards. Special care should be given to identify and repair and high traffic areas which often occur on soccer fields near goal mouths and in mid field areas.

Soccer goals can pose a hazard if not properly maintained and inspected. Goal weights or approved staking devices must be in place at all times to prevent tip-over. Goals must be visually inspected during weekly park checks and inspected/documentated on a monthly basis when placed for use. Goals that are taken out of use at the end of the season should be nested together with sets facing each other, and chained together.

Baseball and softball infields require extra care to ensure playability and safe surfaces. As part of routine maintenance, clay infields should be groomed prior to games and practices using a ride-on field groomer and/or a combination of mat drags and rakes. Batter boxes and pitching areas should be hand raked and any holes or heavily worn areas should be filled in with mound clay. These areas should also be dug out and rebuilt with clay bricks set ½ inch below the finish grade on an annual basis. Clay infields should be graded to allow water to drain from the clay surface. Throughout the season the “lip” of the field where turf grass meets the infield may develop into a ridge that creates a tripping hazard and prevents proper drainage. These areas need to be monitored and removed with high pressure water or mechanical means such as raking or sweeping.

Field markings should be placed on a weekly basis on natural grass turf, preferably after a mowing. Marking paint must be used according to manufacturer’s specifications. Infields should be lined with an athletic field marking chalk prior to games using a string lining method along with a chalking device.

The OBPD requires that all field markings be free of defect, straight, and to the proper dimensions requested.

The synthetic field requires maintenance procedures unique to the FieldTurf brand surface.

The playing surface must be free of debris and contaminants. The infill level must be maintained through consistent grooming which includes mechanical sweeping, aerating, and broom finishing. The routine grooming is completed by way of the *GroomRight* equipment designed to be pulled by utility vehicle over the field surface.

Areas of high traffic must have infill material added as needed to maintain proper depth, fiber length, and seam protection. This can be accomplished using a drop spreader or sprinkling the infill material from a small bucket. Remove organic material, including animal waste, as soon as possible to prevent the growth of vegetation and bacterial growth.



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Food, sodas, chewing gum, sunflower seeds, chewing tobacco, smoking, bicycles, dogs etc. are not permitted on the field. Only use cleaning methods and products approved by FieldTurf for removing foreign substances from the field.

Recommended Grooming Frequency:

- Sweeping: every 4 weeks.
- Brushing: every 6-8 weeks.
- Aerating: Maximum of three times/year, ideally after every sport season, and after snow clearing, if applicable (beginning in 2nd year).
- Speed: 3 mph – always make wide turns.

Vehicles and Equipment

*No vehicle or equipment should be operated by anyone other than a trained staff person.

District vehicles and equipment are to be kept in clean and working order at all times. Vehicles must be washed and interiors cleaned on a weekly basis.

Equipment such as mowers, tractors, skid steers, and other power equipment should be cleaned after use as needed.

A daily inspection must be completed and documented for vehicles, and detailed monthly inspections must be completed and documented for all high use equipment.

Drivers are qualified upon employment with the OBPD provided their job description allows for the use of vehicles or equipment. Drivers are re-qualified on an annual basis.

Routine scheduled maintenance is performed based upon manufacturer's specifications.



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Custodial Duties

As part of normal care for Parks Department and public facilities, staff performs duties of custodial care including sweeping, vacuuming, mopping, wiping, and disinfecting.

The Parks Department garage should be swept on a weekly basis. Office and restrooms are cleaned on a weekly basis, preferably on Friday afternoons.

Staff must apply best practices when participating in these tasks including wearing proper PPE.

Proper cleaning agents must be used in accordance with manufacturer's specifications.

Frequency of Inspections

As part of proper risk management, the OBPD regularly conducts park, facility, and equipment inspections. These inspections may or may not be documented depending on the subject.

Subject	Classification	Frequency
Playgrounds	Class I/II	Weekly walk through, monthly documented
Parks	Class I/II	Weekly walk through, 3 times per year documented
Athletic fields	Class I	Daily walk through in season, monthly documented
Equipment	n/a	Daily and monthly documented checks
Facilities	Class I	Daily walk though, monthly documented

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6.12 Maintaining Facility Licenses, Permits, and Inspections Procedures

To ensure the safety of Park District facilities, various licenses, permits, and inspections are required to be maintained. The following procedures are to be followed regarding these requirements.

The Park District is responsible for ensuring that its facilities and programs are safely operated. Staff is responsible for determining that all licenses, permits, and inspections are completed and records of these are kept on file as required by the Park District's Records Management Plan. This list shall be reviewed and updated annually by staff. The following list includes required licenses, permits, and inspections. However, as laws and requirements may change, it is the responsibility of the Oak Brook Park District to ensure that all applicable statutes are followed.

TN-Tennis Facility

MF-Maintenance Facility

FRC-Family Recreation Center

CPW-Central Park West

AF-Athletic Fields

PK-Parks

NFC-North Field Concessions

License/Permit/Inspection	Identify the Authority or Party Responsible	Identify the Associated Facility
Fire alarm	Oak Brook Fire Dept. / Total Fire Safety / TYCO	FRC, CPW, TN, MF, NFC
Fire extinguishers	Oak Brook Fire Dept. / Total Fire Safety	FRC, CPW, TN, MF, NFC
Sprinkler systems	Oak Brook Fire Dept. / Total Fire Safety	FRC, CPW, TN, MF, NFC
Preschool	Illinois Board of Education	FRC
Boiler/pressure vessels	State Fire Marshall - Traveler's Insurance	FRC
Backflow prevention	Village of Oak Brook / Taylor Plumbing	FRC, CPW, TN, MF, AF, NFC
Elevator inspections	Anderson Elevator Service	FRC, TN
AED	Oak Brook Park District	FRC, CPW, TN, MF, AF
Monthly Facility Inspections	Oak Brook Park District	FRC, CPW, TN, MF, AF, PK, NFC
Pool / Aquatics Facility General	Oak Brook Park District	FRC
Pool/ Aquatics Operations	StarGuard Elite	FRC
Pool/Aquatics Facility Chemical	DuPage County Health Department	FRC
Pool Party Room/Kitchen	DuPage County Health Department	FRC
Park and playground	Oak Brook Park District	PK
Athletic fields	Oak Brook Park District	PK
Bleachers and soccer goals	Oak Brook Park District	PK
Personal lifts	Randall Industries	FRC, TN, MF
Concession Stand	DuPage County Health Department	NFC

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6.13 Assigning Maintenance and Custodial Personnel Procedures

The following procedures will be followed by all supervisors when assigning tasks to maintenance and custodial staff.

Maintenance Personnel Assignment Procedures

Tasks will be divided into broad categories corresponding to the ~~two departments (Recreation & Facilities and Parks & Planning)~~ Maintenance departments. ~~within the Park District.~~ Employees are assigned tasks in correspondence to the level of competency of the task to be completed. Tasks will be assigned by supervisors using a computerized work order system (Productive Parks), via facility and parks maintenance checklists or informally in writing or verbally depending on the situation.

All full-time and ~~select~~ selected part-time staff ~~has~~ have been issued a unique username and password for access to submit work orders via Productive Parks. Assignments are issued at the beginning of a shift or throughout the ~~work day~~ workday, as needed. Once tasks are completed, staff ~~is~~ are required to check Productive Parks or check-in with their supervisor to complete any additional tasks.

Superintendent of ~~Facilities and Facility Supervisors~~ Parks and Maintenance

Superintendent of ~~Facility Parks and Maintenance and Facility Supervisors~~ will assign tasks in correlation to job description to appropriate staff which may include: lighting, electrical, HVAC, plumbing, and park maintenance and custodial. Superintendent of ~~Facility and Facility Supervisors~~ Parks and Maintenance may assign tasks to: Building Engineers, Building Technicians, and Parks, and Custodial Staff.

Superintendent of Facilities

Superintendent of Facilities will assign tasks in correlation to job description to appropriate staff which may include custodial, aquatic maintenance, facility maintenance, and general repairs. Superintendent of Facilities may assign tasks to Building Engineers, Building technicians, Facility Manager, Fitness Manager, and Custodial staff.

Building Engineers

Building Engineers will assign tasks in correlation to job description to appropriate staff which may include: lighting, electrical, HVAC, plumbing and custodial. Building Engineers may assign tasks to: Building Technicians and in some cases, Custodial Staff.

~~Director of Parks and Planning~~

~~The Director of Parks and Planning will assign tasks in correlation to job description to appropriate staff which may include: grounds pruning/arboriculture, playgrounds / sports courts, fencing, exterior water features, litter / trash, snow removal, mowing, ball field grooming, lining fields, erecting/moving goals, over-seeding, aerating, top dressing, etc.~~



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Policy: 6.13

~~The Director of Parks and Planning may assign tasks to: Park Technicians, Park Specialists, and Landscape Specialists and in some cases, Building Engineers.~~

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6.14 Work Order Assignments in Productive Parks Procedures

The following procedures are to be followed by all staff creating, assigning and completing work orders using Productive Parks. All full-time and select part-time staff has been issued a unique username and password for access to Productive Parks.

Productive Parks Work Assignments

Work Orders

Work orders are written records of performed maintenance. They are used to assign maintenance to the areas, equipment and vehicles (assets) in the Park District system. Work orders contain information about maintenance, such as where and how it is to be done, who is supposed to do it, and any supplies needed to complete it. Work orders can be created by using the Productive Parks shortcut available on all Park District computers.

Creating Work Orders in Productive Parks

1. Open Productive Parks via the desktop shortcut.
2. Log-in using your Park District email address and unique password.
3. Once successfully logged in, click the "Work Orders" drop down menu.
4. Click on "Create Work Request".
5. From the "Assets" menu, select the location of where the work order is to be completed.
6. Using the drop-down menu select the type of work to be completed.
7. Enter a subject for the work order
8. In the "Explanation" field provide a description of the work to be completed and/or issue that needs to be addressed.
9. Provide a requested done by date.
10. If applicable, click on "Choose File" to attach an image to the work order.
11. Click "Submit."

Assigning a Work Order in Productive Parks

1. Open Productive Parks via the desktop shortcut.
2. Log-in using your Park District email address and unique password.
3. Once successfully logged in, click on "New Staff Generated Work Orders" and select the work order you wish to assign.
4. Review the work order and then Click "Assign Work Order as a Task".



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5. Enter that day's date and then Click, "Select Staff" and select a staff member from the drop down list.
6. Select the "Primary Task Category".
7. Select the "Primary Task Type".
8. Choose the "Priority Level," ~~with 5 being the highest and 1 being the lowest~~ **with 1 being the highest and 5 being the lowest.**
9. If it requires use of inventory, click "Yes" under "Uses Inventory" and enter the inventory required.
10. If it has expenditure, click "Yes" under "Has Expenditure" and enter any expenditure.
11. When completed, click "Assign Task".
12. An email will then be sent to the staff chosen to complete the work order.

Completing a Work Order in Productive Parks

1. Open Productive Parks via the desktop shortcut.
2. Log-in using your Park District email address and unique password.
3. Once successfully logged in, click on "My Tasks".
4. Review the outstanding work orders assigned to you.
5. Click on the desired task.
6. From the drop-down menu, select "In Process" or "Complete".
7. Add any additional information in the "Staff Information" box.
8. Record any inventory used or expenditures occurred in respective boxes.
9. Click "Save".
10. An email will be sent to the work order assigner updating the status of the work order.

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6.15 Video and Electronic Surveillance Policy and Procedure

Purpose and Principles

The Purpose of this policy is to regulate the use of security cameras on Oak Brook Park District (the "District") property.

The principles of this policy:

- Enhance the health and safety of the District attendees and protect District property.
- Respect the privacy of members of the District and guests.
- Provide transparency in the use of video camera technology towards increasing safety on District property.

Security cameras will be used in a professional and ethical manner in accordance with District policy and local, state, and federal laws and regulations.

Definitions:

As used within this policy, the following terms are defined as follows:

Security Camera: a camera used for monitoring or recording public area for the purposes of enhancing public safety, monitoring restricted areas or equipment, to discourage theft and other criminal activities, and for preventing, investigating, and resolving incidents. The most common security cameras rely on closed circuit television.

Security Camera Monitoring: the real-time review or watching of security camera feeds.

Security Camera Recording: a digital or analog recording of the feed from a security camera.

Security Camera Systems: any electronic service, software, or hardware directly supporting or deploying a security camera.

Responsibility and Authority

Responsibility for the oversight of park district security cameras is assigned to the Executive Director and ~~his/her~~their designees. This includes:

1. Creation, maintenance, and review of the District's strategy for the procurement, deployment and use of security cameras in accordance to the park district's policy.
2. Designation of the standard security camera system or service.
3. Authorizing the placement of all security cameras



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4. Authorizing the purchasing of any new security camera systems in accordance with the District's approved budget.
5. Reviewing existing security camera systems and installations and determining required changes.
6. Creating and approving campus standards for security cameras and their use.
7. Creating and approving the procedures for the use of security cameras.

Security Camera Standards and Procedures

1. Security Camera Placement
 - a. The Executive Director and administrative staff may establish temporary or permanent security cameras in public areas of the District's facilities and parks.
 - b. Audio recordings are prohibited.
 - c. Security Cameras may not be used in private areas of the park district's facilities pursuant to law including the Illinois Criminal Code or consent. Private areas include bathrooms, shower areas, locker and changing rooms.
 - d. To the maximum extent possible, security cameras shall not be directed at the windows of any private building not on District property.
2. Security Camera Monitoring and Review
 - a. Review of Security Camera Recordings
 - i. The Oak Brook Police Department may monitor and review security camera feeds and recordings as needed to support investigations and to enhance public safety.
 - ii. With the approval of the Executive Director, the Information Technology staff, or other staff designated by the Executive Director may review security camera recordings for the purpose of public safety on the park district's property.
 - b. Monitoring of Security Camera Feeds
 - i. Certain staff periodically monitor security camera line feeds for purposes of public safety.
 - ii. Monitoring individuals based on characteristics of race, gender, ethnicity, sexual orientation, disability, or other protected classification is prohibited.
3. Notification Requirements

All locations with security cameras will have signs displayed that provide reasonable notification of the presence of security cameras. At a minimum, this must include primary building entrances. All proposals for the deployment of security cameras will include proposed sites for the placement or notification signs and the text on the signs shall be subject to the review and approval of the Executive Director.



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4. Use of Recordings

Security camera recordings are used for the purposes described in the definition of a security camera. The images produced by security camera system shall only be used for:

- a. The identification of a person or persons responsible for park district policy violations, criminal activity or actions considered disruptive to normal park district operations.
- b. To assist law enforcement agencies in accordance with applicable municipal, state and federal laws.
- c. To provide a video record of incidents that can be retained and reviewed as long as considered necessary by the Executive Director or other administrative staff.
- d. Surveillance cameras are not continuously monitored and are for security purposes only.

5. Protection, Disclosure/Security and Retention of Security Camera Recordings

- a. Any security camera recordings not in use shall be securely stored.
- b. To the best of its ability the District shall retain Security Camera Recordings in accordance with the following chart unless deemed necessary for a longer retention period which is approved by the Executive Director. Recordings are limited to the storage available on the Security Camera System. When the cameras detect an increased amount of motion due to weather or other events, the systems' hard drives can be consumed faster, which can cause less than the specified length of time the recordings are available. In addition, the system doesn't have backup power so data is not recorded when loss of power is experienced.

Location	Retention Time Period
Family Recreation Center	30 days
Tennis Center	30 days
Central Park West	30 days
<u>Concessions</u>	<u>30 days</u>
Family Recreation Center Parking Lot Central Park	5 days <u>30 days</u>
Dean Nature Sanctuary	5 days

- c. Any security camera recording that has been used for the purpose of this policy shall be dated and retained.
- d. Requests for viewing security camera recordings must be made in writing to the Executive Director or the Freedom of Information Act Officer. If the request is granted, the security camera footage to be viewed will be prepared in accordance with the Freedom of



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Information Act to prevent the invasion of privacy and to protect the identity of non-involved individuals and children under the age of 18.

- i. The viewing of the security camera recordings must occur in the presence of the Executive Director or other designated employee. Under no circumstance will the District's video recordings be duplicated and/or removed from District premises unless in accordance with a court order and/or subpoena.
 - e. The Executive Director must authorize access to all security camera recordings.
- 6. Destruction or Tampering with Video Surveillance Technology.
Any person who tampers with or destroys a video surveillance camera or any part of the video surveillance system will be subject to appropriate administrative and/or disciplinary action, as well as possible criminal charges.

Approved by Board of Commissioners: September 18, 2017



6.16 Outstanding Accounts Receivable

Accounting Aging Report (A/R) Procedure

1. The Accounting Aging report is generated on a monthly basis by the Park District supervisor or manager within the designated department areas including facility memberships as well as facility rental and fitness services. For Park District programs, the Registration Coordinator is responsible for generating program A/Reports and addressing outstanding balances for Park District program services.
2. At the beginning of each month, outstanding balances are reviewed and addressed by the staff person responsible for each departmental area. The Registration Coordinator is responsible for tracking, reviewing, and addressing outstanding balances on a weekly basis.
3. Attempt of collection is made for 30, 60, 90-day balances. The customer is contacted via phone and e-mail to obtain updated credit card information to be used for future payments as well as any outstanding household balances.
4. If the customer does not provide an updated credit card nor pay outstanding balances, customers who have 30 to 60 days balances are advised of the possibility of limited access to the facility as well as Park District programs and services if the pending balance is not paid.
5. After 90 days, customers are sent an email stating access to the Park District facility and/or Park District programs or services may be denied based upon outstanding balance. The account is placed on hold and/or the membership is suspended and program access is declined until account information is updated and pending balances are paid in full.
6. The method is followed, tracked, and addressed by each department on a monthly basis.
7. If the situation should occur in which a Park District staff person has a household balance at or beyond 60 days, the Superintendent of the department is contacted to address the outstanding balance. If the account balance is outstanding beyond 90 days, the Deputy Director and Executive Director are notified. Action is requested from the staff person to promptly address and rectify the outstanding balance.
8. Once the outstanding balance has been rectified and updated credit card information has been obtained for membership or for future services (if applicable), the customer or District team member may resume participation within Park District programs, services, and facility membership.



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Administrative Policies and Procedures

6.17 Vehicle Idling Policy

The Oak Brook Park District understands that emissions from idling vehicles contributes significantly to air pollution, climate change and increased rates of cancer, heart and lung diseases, which adversely affect health. Emissions from idling vehicles significantly affects the natural environment and economic wellbeing of residents, guests, and visitors of the Oak Brook Park District.

All Oak Brook Park District motor vehicles, including trucks, suv's, utility equipment, golf carts, and any other motorized vehicles, shall not be allowed to idle for longer than three minutes.

Vehicles equipped with auto-start/stop technology shall keep the feature activated. This policy shall apply to all gasoline and diesel-powered motor vehicles.

Exceptions to this policy are as follows:

- A. The vehicle is forced to remain motionless on a public road because of traffic conditions.
- B. The vehicle is an emergency vehicle used in an emergency situation.
- C. Vehicle idling is necessary for auxiliary power for Park District equipment, refrigeration units, loading/unloading lifts, etc.
- D. Vehicle idling is necessary for repair or inspection of the vehicle.
- E. The health or safety of a driver or passenger requires the vehicle to idle, including instances where the temperature is below 32 degrees F or above 90 degrees F.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: SOLAR POWER PURCHASE AGREEMENT

AGENDA NO.: 7 B

MEETING DATE: SEPTEMBER 22, 2025

STAFF REVIEW:

Deputy Director, Bob Johnson:

A handwritten signature in black ink, appearing to be "Bob Johnson".

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

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

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

At the July 21, 2025 regular Board Meeting, the Board accepted the proposal from ForeFront Power subject to successful contract negotiations for a Power Purchase Agreement between the Oak Brook Park District and ForeFront Power.

ForeFront Power has provided general and special conditions contracts to the district for review. Those contracts have been reviewed by the district's legal counsel and recommended edits were submitted to Forefront. Staff from the district and Forefront, along with legal counsel for both parties, have met to review special and general conditions.

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

The attached version of the **General Conditions** contract has been negotiated and agreed upon by both parties. The attached **Special Conditions** contract includes a proposed early termination fee schedule that must be considered by the Board.

Also included in the Special Conditions are the costs associated with unforeseen scope changes which could impact on the monthly cost-per-kilowatt rate. Generally speaking, these are structured to address a combined total up to approximately \$150,000 of additional cost. If all of this additional cost were applied to the project, then the PPA rate would reach to a maximum value of \$0.0850/kWh (an increase of +\$0.0263 above today's contracted PPA rate of \$0.0587).

Examples of such potential scope changes could be ComEd requiring a different electrical transformer at the facility, or structural improvements to support the weight of the solar equipment. Although these scope changes are unlikely, they are included in the contract documents.

Staff are reviewing this latest draft of the Special Conditions with legal counsel and Belden Energy Consultants.

ACTION PROPOSED:

For Discussion and Review

Or

Request a motion (and a second) to approve the Solar Power Purchase Agreement (General Conditions and Special Conditions) between the Oak Brook Park District and ForeFront Power.

GENERAL TERMS AND CONDITIONS OF ENERGY SERVICES AGREEMENT

These General Terms and Conditions of Energy Services Agreement are dated as of the ____ day of _____, 2025 and are witnessed and acknowledged by FFP Origination, LLC, a Delaware limited liability company (“ForeFront Power”) and Oak Brook Park District, an Illinois park district organized under the Illinois Park District Code, 70 ILCS 1205/1-1, et seq. (“Purchaser”), as evidenced by their signature on the last page of this document. These General Terms and Conditions are intended to be incorporated by reference into Energy Services Agreements that may be entered into between ForeFront Power and Purchaser or between their respective Affiliates. These General Terms and Conditions shall have no binding effect upon ForeFront Power or Purchaser, respectively, except to the extent Purchaser or ForeFront Power (or an Affiliate thereof) becomes a party to an Energy Services Agreement that incorporates these General Terms and Conditions.

1. DEFINITIONS.

1.1 In addition to other terms specifically defined elsewhere in this Agreement, where capitalized, the following words and phrases shall be defined as follows:

“Adjustable Block Program” means the program authorized by Sections 1-75(c)(1)(K)-(L) of the Illinois Power Agency Act [20 ILCS 3855] and Public Act 102-0062, and any relevant amendments thereto, by which ForeFront Power or its designee transfers RECs generated by the System to an Illinois Electric Utility Counterparty in exchange for Adjustable Block Program Payments.

“Adjustable Block Program Payments” means the payments required to be made by an Illinois Electric Utility Counterparty to ForeFront Power or its designee, contingent on acceptance of the System into the Adjustable Block Program, subject to the terms and conditions of ForeFront Powers’ contract with the Illinois Electric Utility Counterparty and Applicable Law.

“Affiliate” means, with respect to any specified Person, any other Person directly or indirectly controlling, controlled by or under common control with such specified Person.

“Agreement” means the Energy Services Agreement.

“Applicable Law” means, with respect to any Person, any constitutional provision, law, statute, rule, regulation, ordinance, treaty, order, decree, judgment, decision, certificate, holding, injunction, registration, license, permit, authorization, guideline, Governmental Approval, consent or requirement of any Governmental Authority having jurisdiction over such Person or its property, enforceable at law or in equity, including the interpretation and administration thereof by such Governmental Authority.

“Assignment” has the meaning set forth in Section 13.1.

“Bankruptcy Event” means with respect to a Party, that either (i) such Party has (A) applied for or consented to the appointment of, or the taking of possession by, a receiver, custodian, trustee or liquidator of itself or of all or a substantial part of its property; (B) admitted in writing its inability, or be generally unable, to pay its debts as such debts become due; (C) made a general assignment for the benefit of its creditors; (D) commenced a voluntary case under any bankruptcy law; (E) filed a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, winding up, or composition or readjustment of debts; (F) taken any corporate or other action for the purpose of effecting any of the foregoing; or (ii) has a petition in bankruptcy filed against it, and such petition is not dismissed within ninety (90) days after the filing thereof.

“Business Day” means any day other than Saturday, Sunday or any other day on which banking institutions in New York, NY are required or authorized by Applicable Law to be closed for business.

“Commercial Operation” has the meaning set forth in Section 3.3(b).

“Commercial Operation Date” has the meaning set forth in Section 3.3(b).

“Confidential Information” has the meaning set forth in Section 15.1.

“Covenants, Conditions and Restrictions” or “CCR” means those requirements or limitations related to the Premises as may be set forth in a lease, if applicable, or by any association or other organization, having the authority to impose restrictions.

“Disruption Period” has the meaning set forth in Section 4.3.

“Early Termination Date” means any date on which this Agreement terminates other than by reason of expiration of the then applicable Term.

“Early Termination Fee” means the fee payable by Purchaser to Provider as set forth in Schedule 3 of the Special Conditions under the circumstances described in Section 2.2, Section 2.3 or Section 11.2

“Effective Date” has the meaning set forth in the preamble to the Special Conditions.

“Energy Services” has the meaning set forth in the Special Conditions.

“Energy Services Agreement” means the Energy Services Agreement (including the Schedules attached thereto) that may be entered into between ForeFront Power and Purchaser or between their respective Affiliates that incorporates these General Terms and Conditions by reference.

“Energy Services Payment” has the meaning set forth in Schedule 2 of the Special Conditions.

“Environmental Attributes” shall mean, without limitation, carbon trading credits, renewable energy credits or certificates (including RECs), emissions reduction credits, emissions allowances, green tags, tradable renewable credits, or Green-e® products.

“Environmental Documents” has the meaning set forth in Section 7.2(f).

“Environmental Law” means any and all federal, state, local, civil and criminal laws, statutes, ordinances, orders, common law, codes, rules, regulations, judgments, decrees, injunctions relating to the protection of health and the environment, worker health and safety, and/or governing the handling, use, generation, treatment, storage, transportation, disposal, manufacture, distribution, formulation, packaging, labeling, or release to the environment of or exposure to Hazardous Materials, including any such requirements implemented through Governmental Approvals.

“Estimated Remaining Payments” means as of any date, the estimated remaining Energy Services Payments to be made through the end of the then-applicable Term, as reasonably determined by Provider.

“Expiration Date” means the date on which this Agreement terminates by reason of expiration of the Initial or the Renewal Term, if applicable.

“Fair Market Value” means, with respect to any tangible asset or service, the price that would be negotiated in an arm’s-length, free market transaction, for cash, between an informed, willing seller and an informed, willing buyer, neither of whom is under compulsion to complete the transaction. Fair Market Value of the System will be determined pursuant to Section 2.3.

“Financing Party” means, as applicable (i) any Person (or its agent) from whom Provider (or an Affiliate of Provider) leases the System, (ii) any Person (or its agent) who has made or will make a loan to or otherwise provides financing to Provider (or an Affiliate of Provider) with respect to the System, or (iii) any Person acquiring a direct or indirect interest in Provider or in Provider’s interest in this Agreement or the System as a tax credit investor.

“Force Majeure Event” has the meaning set forth in Section 10.1.

“ForeFront Power” has the meaning set forth in the Preamble.

“General Terms and Conditions” means these General Terms and Conditions of the Energy Services Agreement, including all Exhibits hereto.

“Governmental Approval” means any approval, consent, permit, certificate, resolution, license, or authorization issued by or on behalf of any applicable Governmental Authority, including any such approval, consent, or order with or involving a governmental authority under Environmental Laws.

“Governmental Authority” means any federal, state, regional, county, town, city, municipal government, or other local unit of government, or any department, agency, bureau, or other administrative, regulatory or judicial body of any such government.

“Hazardous Materials” means any hazardous or toxic material, substance or waste, including petroleum, petroleum hydrocarbons or petroleum products, and any other chemicals, materials, substances or wastes in any amount or concentration which are regulated under or for which liability can be imposed under any Environmental Law.

“Illinois Electric Utility Counterparty” means the Illinois electric utility that the Illinois Power Agency identifies as Provider’s contractual counterparty for contracts required by acceptance of the System into the Adjustable Block Program. An Illinois Electric Utility Counterparty is an Alternative Retail Electric Supplier(s) as defined in Section 16-102 of the Illinois Public Utilities Act (220 ILCS 5/16-102). Illinois Electric Utility Counterparty may be, but is not necessarily, the same as the Local Electric Utility.

“Initial Term” has the meaning set forth in Section 2 of the Special Conditions.

“Installation Work” means the construction and installation of the System and the start-up, testing and acceptance (but not the operation and maintenance) thereof, all performed by or for Provider (by using one or more qualified contractors holding the appropriate licenses required in the jurisdiction where the System will be installed) at the Premises.

“Invoice Date” has the meaning set forth in Section 6.2.

“Liens” has the meaning set forth in Section 7.1(d).

“Local Electric Utility” means the local electric distribution owner and operator providing electric distribution and interconnection services to Purchaser at the Premises.

“Losses” means all losses, liabilities, claims, demands, suits, causes of action, judgments, awards, damages, cleanup and remedial obligations, interest, fines, fees, penalties, costs and expenses (including all reasonable attorneys’ fees and other costs and expenses incurred in defending any such claims or other matters or in asserting or enforcing any indemnity obligation).

“Option Price” has the meaning set forth in Section 2.3(i).

“Party” or “Parties” has the meaning set forth in the preamble to the Special Conditions.

“Person” means an individual, partnership, corporation, limited liability company, business trust, joint stock company, trust, unincorporated association, joint venture, firm, or other entity, or a Governmental Authority.

“Pre-existing Environmental Conditions” means any: (i) violation of, breach of or non-compliance with any Environmental Laws with respect to the Premises that first existed, arose or occurred on or prior to Provider’s commencement of construction at the Premises and (ii) the presence or release of, or exposure to, any Hazardous Materials at, to, on, in, under or from the Premises that first existed, arose or occurred on or prior to Provider’s commencement of construction at the Premises.

“Premises” means the premises described in Schedule 1 of the Special Conditions. The Premises includes the entirety of any structures and underlying real property located at the address in Schedule 1 of the Special Conditions.

“Provider” has the meaning set forth in the Special Conditions.

“Provider Default” has the meaning set forth in Section 11.1(a).

“Provider Indemnified Parties” has the meaning set forth in Section 16.2.

“Purchase Date” means such Business Day that occurs on the date that is ninety-one (91) days after the 5th, 10th, and 15th anniversary of the Commercial Operation Date and the end of the Initial Term.

“Purchaser” has the meaning set forth in the Special Conditions.

“Purchaser Default” has the meaning set forth in Section 11.2(a).

“Purchaser Indemnified Parties” has the meaning set forth in Section 16.1.

“Renewable Energy Certificates” or “RECs” means the Environmental Attributes known as Renewable Energy Certificates tracked by PJM-GATS, M-RETS, and Green-e.

“Renewal Term” if applicable, has the meaning set forth in Section 2 of the Special Conditions.

“Representative” has the meaning set forth in Section 15.1.

“Security Interest” has the meaning set forth in Section 8.2(a).

“Site-Specific Requirements” means the site -specific information and requirements as may be set forth in Schedule 6 of the Special Conditions.

“Special Conditions” means the Energy Services Agreement, excluding these General Terms and Conditions.

“Stated Rate” means a rate per annum equal to the lesser of (a) the “prime rate” (as reported in The Wall Street Journal) plus two percent (2%) or (b) the maximum rate allowed by Applicable Law.

“System” has the meaning set forth in Schedule 1 of the Special Conditions.

“System-based Incentives” means any accelerated depreciation, installation or production-based incentives, investment tax credits and subsidies including, but not limited to, the subsidies in Schedule 1 of the Special Conditions and all other related subsidies and incentives.

“System Operations” means Provider’s operation, maintenance and repair of the System performed by Provider or for Provider (by using one or more qualified contractors holding the appropriate licenses required in the jurisdiction where the System will be installed) in accordance with the requirements herein.

“Term” means the Initial Term, and the subsequent Renewal Term(s), if any.

“Term Year” means a twelve (12) month period beginning on the first day of the Term and each successive twelve (12) month period thereafter.

“Termination Date” means the date on which this Agreement ceases to be effective, including on an Early Termination Date or the Expiration Date.

1.2 Interpretation. The captions or headings in these General Terms and Conditions are strictly for convenience and shall not be considered in interpreting this Agreement. Words in this Agreement that impart the singular connotation shall be interpreted as plural, and words that impart the plural connotation shall be interpreted as singular, as the identity of the parties or objects referred to may require. The words “include”, “includes”, and “including” mean include, includes, and including “without limitation” and “without limitation by specification.” The words “hereof”, “herein”, and “hereunder” and words of similar import refer to this Agreement as a whole and not to any particular provision of this Agreement. Except as the context otherwise indicates, all references to “Articles” and “Sections” refer to Articles and Sections of these General Terms and Conditions.

2. TERM AND TERMINATION.

2.1 Term. The Initial Term is as specified in the Special Conditions.

2.2 Early Termination. Purchaser may terminate this Agreement prior to any applicable Expiration Date for any reason upon sixty (60) days’ prior written notice. If Purchaser terminates this Agreement prior to the Expiration Date of the Initial Term, Purchaser shall pay, as liquidated damages, the Early Termination Fee set forth on Schedule 3, Column 1 of the Special Conditions, and Provider shall cause the System to be disconnected and removed from the Premises in accordance with Section 2.4. Upon Purchaser’s payment to Provider of the Early Termination Fee as provided in this Section 2.2, this Agreement shall terminate ~~automatically except those provisions intended by their nature to survive the termination of the Agreement.~~

For purposes of clarity, Purchaser shall not be subject to an Early Termination Fee in the event of termination in accordance with the following Special Conditions: Sections 6, 12, Schedule 2, or Schedule 7 (section 2.3).

2.3 Purchase Option.

(i) General. On any Purchase Date, so long as a Purchaser Default shall not have occurred and be continuing, Purchaser has the option to purchase the System for a purchase price (the “Option Price”) equal to the greater of (a) the Fair Market Value of the System as of the Purchase Date, or (b) the Early Termination Fee as of the Purchase Date, as specified in Schedule 3, Column 2 of the Special Conditions. To exercise its purchase option, Purchaser shall, not less than one hundred and eighty (180) days prior to the proposed Purchase Date, provide written notice to Provider of Purchaser’s intent to exercise its option to purchase the System on such Purchase Date. Within thirty (30) days of receipt of Purchaser’s notice, Provider shall specify the Option Price and provide all calculations and assumptions supporting said Option Price to Purchaser. Purchaser shall then have a period of thirty (30) days after notification to confirm or retract its decision to exercise the purchase option or, if the Option Price is equal to the Fair Market Value of the System, to dispute the determination of the Fair Market Value of the System. In the event Purchaser confirms its exercise of the purchase option in writing to Provider (whether before or after any determination of the Fair Market Value determined pursuant to Section 2.3(ii)), (i) the Parties shall promptly execute all documents necessary to (A) cause title to the System to pass to Purchaser on the Purchase Date, free and clear of any Liens, and (B) assign all vendor warranties for the System to Purchaser, and (ii) Purchaser shall pay the Option Price to Provider on the Purchase Date, such payment to be made in accordance with any previous written instructions delivered to Purchaser by Provider or Provider’s Financing Party, as applicable, for payments under this Agreement. Upon execution of the documents and payment of the Option Price, in each case as described in the preceding sentence, this Agreement shall terminate automatically and Purchaser shall become owner of Environmental Attributes and System-Based Incentives as provided in Section 5.2 of these General Terms and Conditions. Payment of the Option Price shall be in lieu of and instead of any payments as described in Section 2.2 hereof. In the event Purchaser retracts its exercise of, or does not timely confirm, the purchase option, the provisions of this Agreement shall be applicable as if Purchaser had not exercised any option to purchase the System.

(ii) Determination of Fair Market Value. If the Option Price indicated by Provider in accordance with Section 2.3(i) is equal to the Fair Market Value (as determined and demonstrated by

supporting documentation provided by Provider) and Purchaser disputes such stated Fair Market Value within thirty (30) days of receipt of such notice from Provider, then the Parties shall mutually select an independent appraiser with experience and expertise in the Energy Services industry. Such appraiser shall have expertise and experience in valuing photovoltaic systems, resale markets for such systems and related environmental attributes, and shall act reasonably and in good faith to determine Fair Market Value and shall set forth such determination in a written opinion delivered to the Parties. The valuation made by the appraiser shall be binding upon the Parties in the absence of fraud or manifest error; however, if Purchaser in good faith disputes the valuation made by the appraiser, Purchaser shall have the right to retract its decision to exercise the Purchase Option. The costs of the appraisal shall be borne by Purchaser if such appraisal results in a value equal or greater than the value provided by Provider pursuant to Section 2.3(i); otherwise, the Parties shall equally share such cost.

2.4 Removal of System at Termination. Subject to Purchaser's exercise of its purchase option under Section 2.3, upon the Expiration Date or earlier termination of this Agreement, Provider shall, at Provider's expense, remove all of its tangible property comprising the System from the Premises on a mutually convenient date but in no case later than ninety (90) days after the Termination Date. Within sixty (60) days of removal of the System, Provider shall repair any damage to the Premises and any adjacent property owned by Purchaser to the Premises related to the System, its operation, maintenance, repair, replacement, or removal thereof and shall restore the Premises and any adjacent property owned by Purchaser to its original condition at its sole cost and expense, except for System mounting pads or other support structures on roof-mounted systems only, and ordinary wear and tear. If the System is to be located on a roof, then in no case shall Provider's removal of the System affect the integrity of Purchaser's roof, which shall be as leak proof as it was prior to removal of System (other than ordinary wear and tear). For purposes of Provider's removal of the System, Purchaser's covenants pursuant to Section 7.2 shall remain in effect until the date of actual removal of the System. Provider shall leave the Premises in neat and clean order. If Provider fails to remove or commence substantial efforts to remove the System by such agreed upon date, Purchaser shall have the right, at its option, to deem the System abandoned, remove the System and restore the Premises to its original condition excepting reasonable wear and tear at Provider's reasonable cost and expense and without liability for any resulting damage to the System or any of its components.

2.5 Conditions Prior to the Commercial Operation Date.

(a) In the event that any of the following events or circumstances occur prior to the Commercial Operation Date, Provider may (at its sole discretion) provide notice that it is terminating this Agreement, in which case neither Party shall have any liability to the other except for any such liabilities that may have accrued prior to such termination, including but not limited to Provider's restoration of the Premises in accordance with Section 2.4:

For purposes of clarity, Purchaser shall not be subject to an Early Termination Fee in the event of termination of the Agreement due to any of the following events or circumstances:

(i) Provider determines that the Premises, as is, is insufficient to accommodate the System or unsuitable for construction or operation of the System.

(ii) There exist site conditions (including environmental conditions) or construction requirements that were not known as of the Effective Date and that could reasonably be expected to materially increase the cost of Installation Work or would adversely affect the electricity production from the System as designed.

(iii) There is a material adverse change in the regulatory environment, incentive program or federal or state tax code (including the expiration of any incentive program or tax incentives in effect as of the Effective Date) that could reasonably be expected to adversely affect the economics of the installation for Provider and its investors.

(iv) Provider is unable to obtain financing for the System on terms and conditions satisfactory to it.

(v) Provider has not received: (1) reserved, (2) a release or acknowledgement from any mortgagee of the Premise, if required by Provider's Financing Party, to establish the priority of its security interest in the System,

and (3) such other documentation as may be reasonably requested by Provider to evidence Purchaser's ability to meet its obligations under Section 7.2(d)(ii) to ensure that Provider will have access to the Premises throughout the Term.

(vi) There has been a material adverse change in the rights of Purchaser to occupy the Premises or Provider to construct the System on the Premises.

(vii) Purchaser has not received evidence reasonably satisfactory to it that interconnection services will be available with respect to energy generated by the System.

(viii) Purchaser has determined that there are easements, CCRs or other land use restrictions, liens or encumbrances that would materially impair or prevent the installation, operation, maintenance or removal of the System.

(ix) There has been a material adverse change in Purchaser's credit-worthiness.

(x) If (1) The Special Conditions includes a Minimum Incentive Level, (2) for any reason Provider is unable to secure that Minimum Incentive Level, (3) Provider provides Purchaser with a written notice of modification to Energy Services Payment and related changes in Schedules 2 and 3 of the Special Condition, and (4) Purchaser timely sends Provider a written notice of rejection of Provider's modified Schedules 2 and 3 in accordance with the Special Conditions.

(b) If any of the conditions set forth in Section 2.5(a) are partly or wholly unsatisfied, and Provider wishes to revise the information in the Special Conditions, then Provider may propose modifications to the Special Conditions for review by Purchaser. If Purchaser does not accept such modified Special Conditions, Provider may terminate this Agreement as provided in Section 2.5(a) and shall restore the Premises in accordance with Section 2.4. If Purchaser accepts such revised Special Conditions, such revised Special Conditions shall be deemed an amendment of this Agreement, and this Agreement shall remain in force and effect upon execution by both Parties.

(c) Unsatisfactory Roof Conditions. Provider will obtain a report as to the condition of the roof at the Premises and its viability for the System within ninety (90) days of the Effective Date. To the extent such results are unsatisfactory to either Party in such Party's reasonable discretion, such Party may provide notice that it is terminating this Agreement prior to the commencement of the Installation Work, in which case neither Party shall have any liability to the other except for any such liabilities that may have accrued prior to such termination.

2.6 Co-Located Systems. With respect to any Systems that are co-located at the same Premises, the Parties acknowledge that the Systems are intended to be owned and operated as one integrated system, and that the Energy Services Payment (a) represents the added value of integrating the Systems to enable Provider's delivery of the Energy Services pursuant to the Agreements when needed by Purchaser, and (b) is a component part of the total consideration payable to Provider in exchange for Provider's comprehensive duties under this Agreement and the Agreement(s) related to the other co-located System(s). Accordingly, the Parties further agree (x) to treat the Systems as one integrated system for all purposes, and (y) that any right or option that is exercised with respect to the System or this Agreement, whether in respect of early termination, purchase option or otherwise, shall also be exercised with respect to the Agreement(s) related to the other co-located System(s).

3. CONSTRUCTION, INSTALLATION AND TESTING OF SYSTEM.

3.1 Installation Work. Provider will cause the System (by using one or more qualified contractors holding the appropriate licenses required in the jurisdiction where the System will be installed) to be designed, engineered, installed and constructed at its sole cost and expense in accordance with Schedule 1 of the Special Conditions and Applicable Law. However, any design or engineer changes requested by Purchaser after initial approval shall be at the Purchaser's sole cost and expense. Provider shall provide to Purchaser, and Purchaser shall have the right to review all construction plans and designs, including engineering evaluations of the impact of the System. Provider shall perform the Installation Work at the Premises between the hours of 7:00 a.m. and 7:00 p.m. in a manner that minimizes inconvenience to and interference with the use of the Premises to the extent commercially practical, as agreed upon by the Purchaser prior to Installation Work. **Provider shall comply with and shall require its**

contractor(s) hired to install and construct the System on the Premises to comply with all provisions of the Illinois Prevailing Wage Act (820 ILCS 130/0.01 *et. seq.*), including but not limited to all payment, notice, reporting, record keeping requirements in connection with the Installation Work. Provider's Contractor shall provide performance and payment bonds in accordance the Illinois Public Construction Bond Act (30 ILCS 550/1 *et seq.*) in connection with the Installation Work. Within sixty (60) days from the date of completion of the Installation Work, Provider shall restore or cause to be restored to the reasonable satisfaction of Purchaser, the Premises, and any adjacent property owned by Purchaser to the Premises, to the same condition that which existed immediately prior to the commencement of such activities by Provider. In the event Provider fails to restore the Premises or the adjacent property owned by Purchaser in accordance with this section, Purchaser may restore the affected areas and the Provider shall reimburse Purchaser for the entire reasonable and documented cost thereof promptly upon written request of the Purchaser. Further, Provider shall defend and indemnify Purchaser from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Contractor, Subcontractor or supplier of any tier involved with the Installation Work.

3.2 Approvals; Permits. Purchaser shall respond to any reasonable request from Provider for assistance in obtaining all necessary consents, approvals and permits required to perform Purchaser's obligations under this Agreement, including but not limited to those related to the Local Electric Utility, any Governmental Approval, and any consents, waivers, approvals or releases required pursuant to any applicable contract or CCR. Provider shall be solely responsible for obtaining all such required consents, waivers, approval or releases, and warrants that it shall not perform any work on any Installation Work prior to obtaining such consents, waivers, approvals or releases.

3.3 System Acceptance Testing.

(a) Provider shall conduct or facilitate testing of the System in accordance with Applicable Law and such methods, acts, guidelines, standards and criteria reasonably accepted or followed by providers of Energy Services similar to those provided by the System in the United States. To the extent that testing of the System is conducted by or in conjunction with Local Electric Utility, the actions of Local Electric Utility will be deemed to be in compliance with this section.

(b) If the results of such testing indicate that the System is capable of providing the Energy Services, using such instruments and meters as have been installed for such purposes, and the System has been approved for interconnected operation by the Local Electric Utility ("Commercial Operation"), then Provider shall send a written notice to Purchaser to that effect, and the date of such notice shall be the "Commercial Operation Date".

3.4 Interconnection Costs. The Parties confirm that Provider shall be responsible for payment of all Purchaser-approved costs set forth in any agreements with the Local Electric Utility, notwithstanding that Purchaser may be a signatory to one or more such agreements.

4. SYSTEM OPERATIONS.

4.1 Provider as Owner and Operator. The System will be owned by Provider or Provider's Financing Party and will be operated and maintained and, as necessary, repaired by Provider at its sole cost and expense; *provided*, any repair or maintenance costs incurred by Provider as a result of Purchaser's negligence or breach of its obligations hereunder shall be reimbursed by Purchaser.

4.2 Metering. Provider shall install and maintain a utility-grade kilowatt-hour (kWh) meter for the measurement of electrical energy provided by the System and may, at its election, install a utility grade kilowatt-hour (kWh) meter for the measurement of electrical energy delivered by the Local Electric Utility and consumed by Host at the Premises. Such meter(s) shall meet the general commercial standards of the solar photovoltaic industry or the required standards of the Local Electric Utility.

4.2.1 Meter Testing.

(a) Provider shall provide certificates of calibration for all meters prior to the time of their installation, no meter will be placed in service for which Provider has not provided certificates of calibration. Provider shall test

or arrange for all meters to be tested in accordance with the meter manufacturer's recommendations. Provider shall bear all costs and expenses associated with each meter testing. Purchaser shall be notified at least ten (10) days in advance of such testing and shall have the right to be present during such tests. Provider shall provide Purchaser with detailed written results of all meter tests.

(b) Provider shall test or arrange for meter inspection and testing bi-annually when performing System operations and maintenance.

4.2.2 Cost of Meter Repair.

(a) If meter testing, as described above demonstrates that a meter was operating outside of its allowable calibrations (+/- 2%), then Provider will pay for the cost of repairs or replacement necessary to restore a meter to proper working order.

(b) If a meter is found to be inaccurate by more than two percent (2%), invoices for the prior six (6) months or from the last date such meter was registering accurately, whichever period is less, shall be adjusted to reconcile the discrepancy and payment for the amount of the adjustment issued by the appropriate party within 45 days, except that Purchaser shall not be obligated to pay interest on any amount found to be due because a meter was operating outside of its allowable calibration (+/- 2%).

4.2.3 Meter Data. Provider shall gather and maintain the data from all meters, including but not limited to, interval data registered at least once every fifteen (15) minutes ("Meter Data"), and shall make such Meter Data promptly available to Purchaser at Purchaser's request.

4.3 System Disruptions. In the event that any negligent act or omission of Purchaser or Purchaser's employees, Affiliates, agents or subcontractors (collectively, a "Purchaser Act") results in a disruption or outage in System production, then, Purchaser shall (i) pay Provider for out of pocket documented costs for all work required by Provider to disassemble or move the System and (ii) continue to make all payments for the Energy Services during such period of System disruption (the "Disruption Period"), and (iii) reimburse Provider for any lost revenue during the Disruption Period, with particular emphasis on lost revenue associated with reduced sales of Environmental Attributes, primarily RECs. The loss of REC's includes any liquidation of collateral held by Illinois Electric Utility Counterparty due to failure to meet REC delivery requirements. For the purpose of calculating Energy Services Payments and lost revenue during such Disruption Period, Energy Services for each month shall be deemed to have been produced at the average rate over the same month for which data exists (or, if the disruption occurs within the first twelve (12) months of operation, the average over such period of operation). In no event shall Purchaser be responsible for the obligations set forth in this Section 4.3 if a disruption or outage in the System production is the result of a Force Majeure Event or is otherwise the result of an event or circumstance beyond the control of the Purchaser.

4.4 Access to Records. Purchaser may inspect Provider records related to the operation, maintenance, repair, and replacement of the System and all delivery, distribution, and sale of electricity generated by the System, as necessary to verify compliance and performance during normal business hours with reasonable advance notice to Provider. Provider may redact proprietary or confidential information from these records. Upon Purchaser's request, Provider shall provide such records to Purchaser in an electronic format Purchaser is capable of reviewing.

5. TITLE TO SYSTEM.

5.1 Throughout the duration of this Agreement, Provider or Provider's Financing Party shall be the legal and beneficial owner of the System at all times, and the System shall remain the personal property of Provider or Provider's Financing Party and shall not attach to or be deemed a part of, or fixture to, the Premises. The System shall at all times retain the legal status of personal property as defined under Article 9 of the Uniform Commercial Code. Purchaser covenants that it will use reasonable commercial efforts to place all parties having an interest in or lien upon the real property comprising the Premises on notice of the ownership of the System and the legal status or classification of the System as personal property. If there is any mortgage or fixture filing against the Premises which could reasonably be construed as attaching to the System as a fixture of the Premises, Purchaser shall provide, at Provider's

request, a disclaimer or release from such lien holder. If Purchaser is the fee owner of the Premises, Purchaser consents to the filing by Provider, on behalf of Purchaser, of a disclaimer of the System as a fixture of the Premises in the office where real estate records are customarily filed in the jurisdiction of the Premises. If Purchaser is not the fee owner, Purchaser will, at Provider's request, use commercially reasonable efforts to obtain such consent from such owner.

5.2 Environmental Attributes And System-Based Incentives. Purchaser's purchase of Energy Services does not include Environmental Attributes or include System-based incentives. Environmental Attributes in the form of Renewable Energy Certificates will be transferred to Illinois Electric Utility Counterparty pursuant to the Adjustable Block program. Any RECs or other Environmental Attributes that Provider is not required to transfer to an Illinois Electric Utility Counterparty pursuant to the Adjustable Block program will remain the property of Provider unless and until Purchaser purchases the System and, in such event, any RECs or other Environmental Attributes which are not required to be transferred to an Illinois Electric Utility Counterparty pursuant to the Adjustable Block program will remain property of Purchaser. System-based Incentives shall be owned by Provider or Provider's Financing Party for the duration of Provider's ownership of the System. Purchaser disclaims any right to System-based Incentives based upon the installation of the System at the Premises for the duration of Provider's ownership of the System, and shall, at the request of Provider, execute any document or agreement reasonably necessary to fulfill the intent of this Section 5.2, including, but not limited to, an assignment of any incentives in Purchaser's name to Provider. System-based Incentives shall be owned by Provider upon Purchaser's purchase of the System.

6. PRICE AND PAYMENT.

6.1 Consideration. Purchaser shall pay to Provider a monthly Energy Services Payment for the Energy Services provided during each calendar month of the Term as set forth in the Special Conditions.

6.2 Invoice. Provider shall invoice Purchaser on or about the first day of each month (each, an "Invoice Date"), commencing on the first Invoice Date to occur after the Commercial Operation Date, for the Energy Services Payment in respect of the immediately preceding month. Invoices shall state, at a minimum, (i) the amount of actual electricity produced by the System and delivered to the delivery point during the invoice period (if applicable), (ii) the rates applicable to, and any charges incurred by, Purchaser under this Agreement, and (iii) the total amount due from Purchaser. The last invoice shall include Energy Services provided only through the Termination Date of this Agreement.

6.3 Time of Payment. Purchaser shall pay all undisputed amounts due hereunder in accordance with the Local Government Prompt Payment Act, 50 ILCS 505/1 *et seq.* ("Prompt Payment Act") after Purchaser's receipt of an invoice from Provider.

6.4 Method of Payment. Purchaser shall make all payments under this Agreement either (a) by electronic funds transfer in immediately available funds to the account designated by Provider from time to time or (b) by check timely delivered to the location designated by Provider from time to time. All payments that are not paid when due shall bear interest in accordance with the Prompt Payment Act.

6.5 Disputed Payments. If a *bona fide* dispute arises with respect to any invoice, Purchaser shall not be deemed in default under this Agreement and the Parties shall not suspend the performance of their respective obligations hereunder, including payment of undisputed amounts owed hereunder.

7. GENERAL COVENANTS.

7.1 Provider's Covenants. Provider covenants and agrees to the following:

(a) Notice of Damage or Emergency. Provider shall (x) promptly notify Purchaser if it becomes aware of any material damage to, or material loss of the use of, the System that could adversely affect System performance or safety or that could reasonably be expected to adversely affect the System, (y) immediately notify Purchaser if it becomes aware of any event or circumstance relating to the System or the Premises that poses a significant risk to human health, the environment, the System or the Premises. In the event of unreasonable material, unreasonable physical damage to the Premises proximately caused by the System, the operation of the System, or the installation,

maintenance, repair, replacement or removal of the System or by Provider or its contractors' negligence, willful misconduct, or breach of this Agreement, or as the result of, the System, Provider shall, at its sole cost, repair said Premises to the condition existing prior to such damage. Provider assumes risk of loss in the case of damage to or loss of the use of the System. For clarity, ordinary soiling, staining, minor cosmetic wear, and similar conditions from normal operation or environmental exposure (including dust, pollen, bird droppings, insects, or wildlife) do not constitute damage unless they create a health/safety hazard or materially impair Purchaser's use.

(b) Governmental Approvals. While providing the Installation Work, Energy Services, and System Operations, Provider shall obtain and maintain and secure all Governmental Approvals required to be obtained and maintained and secured by Provider and to enable Provider to perform such obligations.

(c) Health and Safety; Maintenance of Premises and System. Provider shall take all necessary and reasonable safety precautions with respect to providing the Installation Work, Energy Services, and System Operations that shall comply with all Applicable Laws pertaining to the health and safety of persons and real and personal property. All work shall be performed by licensed professionals, as may be required by Applicable Law, and in accordance with such methods, acts, guidelines, standards and criteria reasonably accepted or followed by a majority of System integrators in the United States. Provider shall maintain the Premises and the System in such condition to ensure that the Premises and System maintain a good appearance and to ensure compliance with Applicable Law and industry standards as described in Section 19.3, which provides that the normal standards of performance within the Energy Services industry shall measure reasonableness and timeliness. Provider's failure to maintain the Premises and System to industry standards shall require Provider to promptly rectify the issue upon notification Purchaser, if Provider fails to address the maintenance issue within a reasonable timeframe, it shall be considered a Provider Default, entitling the Purchaser to the remedies set forth in Section 11.b. Both Parties agree to communicate and collaborate to resolve maintenance issues efficiently.

(d) Liens. Other than a Financing Party's security interest in or ownership of the System, Provider shall not directly or indirectly cause, create, incur, permit, assume or suffer to exist any mortgage, pledge, lien (including mechanics', labor or materialman's lien), charge, security interest, encumbrance, levy, attachment, or claim of any nature ("Lien(s)") on or with respect to the Premises or any interest therein, or against any of Purchaser's funds in each case to the extent such Lien arises from or is related to Provider's performance or non-performance of its obligations hereunder. If Provider breaches its obligations under this Section, it shall (i) immediately notify Purchaser in writing, (ii) promptly, and no later than thirty (30) days after Provider receives notice of the Lien, cause such Lien to be discharged and released of record without cost to Purchaser, and (iii) defend, indemnify and hold the Purchaser harmless against and from all claims, losses, costs and expenses (including reasonable attorneys' fees and court costs at trial and on appeal) incurred arising from such Lien and in discharging and releasing such Lien; *provided*, Provider shall have the right to contest any such Lien, so long as it provides a statutory bond or other reasonable assurances of payment that either remove such Lien from title to the Premises or against Purchaser's funds or that assure that any adverse judgment with respect to such Lien will be paid without affecting title to the Premises or without affecting Purchaser's funds. In the event Provider fails to remove the Lien(s) within thirty (30) days after such notice is given, then Purchaser may (unless within such thirty (30) day period Provider furnishes to Purchaser reasonable security to protect against such Lien(s), without inquiring into the validity thereof, remove the same at its documented expense, and Provider shall reimburse Purchaser for any amounts so advanced within thirty (30) days after receipt of Purchaser's statement therefor.

(e) System Condition. Provider shall take all actions reasonably necessary, including but not limited to repair and maintenance, to ensure that the System is capable of operating at a commercially reasonable continuous rate throughout the Term. Provider shall notify the Purchaser of the need to enter the Premises and coordinate with the Purchaser in accordance with Section 7.2(d) below a mutually agreeable time for such repair, maintenance or other action, such access not to be unreasonably withheld, conditioned or delayed.

(f) Environmental Indemnification by Provider. Provider shall indemnify, hold harmless and defend Purchaser Indemnified Parties from and against all claims, pay costs and expenses, and conduct all actions required under Environmental Laws in connection with the deposit, release, or spill of any Hazardous Materials at, on, above, below or near the Premises by Provider. In no event shall Provider be responsible for the existence of any Hazardous Materials at the Premises prior to the Effective Date. Provider shall promptly notify Purchaser if it becomes aware of

any Hazardous Materials, or any deposit, spill, or release of any Hazardous Materials at, on, above, below or near the Premises.

(g) Interconnection Application and Agreement. Provider shall be responsible for submitting the necessary applications to the Local Electric Utility and paying any fees associated therewith. Notwithstanding that the Local Electric Utility may require Purchaser to enter into the interconnection agreement with the Local Electric Utility (the "Interconnection Agreement"), Provider shall be solely responsible for all costs of negotiating and executing the Interconnection Agreement and for all costs of interconnecting the System with the Local Electric Utility. Provider agrees to defend, indemnify and hold harmless Purchaser from and against any and all Claims brought against Purchaser by the Local Electric Utility under the Interconnection Agreement to the extent the Claims arise out of or as a result of Provider's (i) negligence or willful misconduct in the design, engineering, installation, construction, operation and maintenance of the System; or (ii) failure to abide by all Applicable Laws in its operation of the System. "Claim" means any and all causes of actions, suits, judgments, awards, debts, Losses, penalties, liabilities, damages, costs or expenses (including, but not limited to, reasonable attorneys' fees and costs of settlement).

7.2 Purchaser's Covenants. Purchaser covenants and agrees as follows:

(a) Notice of Damage or Emergency. Purchaser shall (i) promptly notify Provider if it becomes aware of any damage to or loss of the use of the System or that could reasonably be expected to adversely affect the System, (ii) immediately notify Provider it becomes aware of any event or circumstance that poses an imminent risk to human health, the environment, the System or the Premises. In the event of damage to Purchaser's Premises caused by, or as the result of, the System, Provider shall, at its sole cost, repair said premises to the condition existing prior to such damage.

(b) Liens. Purchaser shall not directly or indirectly cause, create, incur, assume or suffer to exist any Liens on or with respect to the System or any interest therein. If Purchaser breaches its obligations under this Section, it shall immediately notify Provider in writing, shall promptly cause such Lien to be discharged and released of record without cost to Provider, and shall indemnify Provider against all costs and expenses (including reasonable attorneys' fees and court costs at trial and on appeal) incurred in discharging and releasing such Lien.

(c) Consents and Approvals. To the extent that only Purchaser is authorized to request, obtain or issue any necessary approvals, Governmental Approvals, rebates or other financial incentives, Purchaser shall cooperate with Provider to obtain or issue such approvals, Governmental Approvals, rebates or other financial incentives in the name of Provider. Purchaser shall provide to Provider copies of all Governmental Approvals and CCRs applicable to the Premises, other than those obtained by Provider or to which Provider is a party.

(d) Access to Premises, Grant of License.

(i) Purchaser hereby grants to Provider a nonexclusive, nontransferable license coterminous with the Term containing all the rights necessary for Provider to use and occupy portions of the Premises for the limited purposes of installation, operation, maintenance, repair, replacement, and removal of the System pursuant to the terms of this Agreement, including ingress and egress rights to the Premises for Provider and its employees, contractors and subcontractors and access to electrical panels and conduits to interconnect or disconnect the System with the Premises' electrical wiring. If Provider's financing structure requires that Purchaser enter into a license agreement directly with Financing Party, Provider shall enter into such an agreement which shall be in a form set forth by Provider but is subject to Purchaser's review and approval, not to be unreasonably withheld, conditioned or delayed, and which contain the same rights as set forth in this Section 7.2(d). Notwithstanding the nontransferable nature of this license, Provider is permitted to assign this agreement to an Affiliate or Financing Party in accordance with Section 13.

(ii) Regardless of whether Purchaser is owner of the Premises or leases the Premises from a landlord, Purchaser hereby covenants that (x) Provider shall have reasonable access to the Premises and System with advance prior notice and approval from Purchaser (not to be unreasonably withheld, conditioned or delayed) during the Term of this Agreement and for so long as needed after termination to remove the System pursuant to the applicable provisions herein, and (y) neither Purchaser nor Purchaser's landlord will interfere or handle any Provider equipment or the System without written authorization from Provider; *provided*, Purchaser and Purchaser's landlord shall at all times have access to and the right to observe the Installation Work or System removal.

(iii) Reserved.

(e) Temporary storage space during installation or removal. Purchaser shall use commercially reasonable efforts to provide for sufficient space at the Premises for the temporary storage and staging of tools, materials and equipment and for the parking of construction crew vehicles and temporary construction trailers and facilities reasonably necessary during the Installation Work, System Operations or System removal, and access for rigging and material handling. Subject to Purchaser's indemnity obligations set forth herein, Purchaser shall have no liability whatsoever in connection with personal property or equipment of Provider or Provider's employees, consultants, contractors, subcontractors, and vendors. Provider shall be solely responsible for the safety and security of Provider's employees, consultants, contractors, subcontractors, and vendors, as well as any personal property, including but not limited to, any tools, materials, and equipment of such parties used or stored on the Premises.

(f) Environmental Documents. On or before the Effective Date, Purchaser shall, to the extent the same are known and available, make available to Provider upon request copies of all reports, agreements, plans, inspections, tests, studies or other materials concerning the presence of any known Hazardous Materials at, from or on the Premises including, but not limited to, soil reports, design drawings, environmental reports, sampling results or other documents relating to Hazardous Materials that have been identified or there is reasonable belief may be present on, in or under the Premises (collectively, the "Environmental Documents"). Thereafter, Purchaser hereby agrees to furnish such other documents in Purchaser's possession or control with respect to Governmental Approvals compliance with Environmental Law or Hazardous Materials with respect to the Premises as may be reasonably requested by Provider from time to time.

(g) Compliance with Environmental Laws. Notwithstanding anything to the contrary in this Agreement, Purchaser shall to the best of its ability operate and maintain the Premises to comply with the requirements of all applicable Environmental Laws that limit or govern the conditions or uses of the Premises, without impairing or interfering with Provider's construction, operation and ownership of the System or occupancy of the Premises except as required to comply with such Environmental Laws. In no event shall Provider have any liability or obligation with respect to any Pre-existing Environmental Condition on, in or under the Premises, or operations or maintenance of the Premises required to comply with Environmental Laws with respect to Pre-Existing Environmental Conditions.

(h) Environmental Indemnification by Purchaser. To the extent permitted by law, Purchaser shall indemnify, hold harmless and defend Provider from and against all claims from third parties and pay costs and expenses incurred by Purchaser arising solely as a direct result of (i) the existence of any Pre-existing Environmental Conditions, and (ii) any Hazardous Materials released, spilled or deposited at, on above or below the Premises by the Purchaser. Purchaser shall promptly notify Provider if it becomes aware of any Hazardous Materials, or any deposit, spill, or release of any Hazardous Materials at, on, above, below or near the Premises.

(i) Interconnection Application and Agreement. Purchaser acknowledges that Purchaser may be required to execute applications in connection with the interconnection of the System and/or execute the Interconnection Agreement directly with the Local Electric Utility. Purchaser covenants that it shall cooperate with Provider in connection therewith and comply with the terms and conditions of the Interconnection Agreement, subject to Provider's obligations as set forth in Section 7.1(g) of this Agreement. Purchaser shall not terminate the Interconnection Agreement without Provider's prior written consent.

8. REPRESENTATIONS & WARRANTIES.

8.1 Representations and Warranties of Both Parties. In addition to any other representations and warranties contained in this Agreement, each Party represents and warrants to the other as of the Effective Date that:

- (a) it is duly organized and validly existing and in good standing in the jurisdiction of its organization;
- (b) it has the full right and authority to enter into, execute, deliver, and perform its obligations under this Agreement;

(c) it has taken all requisite corporate or other action to approve the execution, delivery, and performance of this Agreement;

(d) this Agreement constitutes its legal, valid and binding obligation enforceable against such Party in accordance with its terms, except as may be limited by applicable bankruptcy and other similar laws now or hereafter in effect;

(e) there is no litigation, action, proceeding or investigation pending or, to the best of its knowledge, threatened before any court or other Governmental Authority by, against, affecting or involving any of its business or assets that could reasonably be expected to adversely affect its ability to carry out the transactions contemplated herein;

(f) its execution and performance of this Agreement and the transactions contemplated hereby do not and will not constitute a breach of any term or provision of, or a default under, (i) any contract, agreement or Governmental Approval to which it or any of its Affiliates is a party or by which it or any of its Affiliates or its or their property is bound, (ii) its organizational documents, or (iii) any Applicable Laws; and

(g) its execution and performance of this Agreement and the transactions contemplated hereby do not and will not require any consent from a third party, including any Governmental Approvals from any Governmental Authority, that are not identified in the Special Conditions.

8.2 Representations of Purchaser. Purchaser represents and warrants to Provider as of the Effective Date that:

(a) Purchaser acknowledges that it has been advised that part of the collateral securing the financial arrangements for the System may be the granting of a first priority perfected security interest (the "Security Interest") in the System to a Financing Party;

(b) To Purchaser's knowledge, the granting of the Security Interest will not violate any term or condition of any covenant, restriction, lien, financing agreement, or security agreement affecting the Premises;

(c) Purchaser is aware of no existing lease, mortgage, security interest or other interest in or lien upon the Premises that could attach to the System as an interest adverse to Provider's Financing Party's Security Interest therein;

(d) To Purchaser's knowledge, there exists no event or condition which constitutes a default, or would, with the giving of notice or lapse of time, constitute a default under this Agreement;

(e) To the best of Purchaser's knowledge, Purchaser has identified and disclosed to Provider in the Special Conditions (i) all Environmental Documents in Purchaser's possession or control, (ii) all CCRs, Governmental Approvals or other restrictions imposed under Applicable Laws with respect to the use of the Premises that could affect the construction and operation of the System within Purchaser's possession or control, and (iii) all environmental reports, studies, data or other information relating to the use of the Premises by Provider within the Purchaser's possession or control;

(f) To best of Purchaser's knowledge, the Premises is in compliance with Environmental Laws, and that Purchaser holds and is in compliance with all Governmental Approvals required for the ownership and any current operations or activities conducted at the Premises; and

(g) Purchaser has identified in the Special Conditions and delivered to Provider all material reports and information concerning the presence or release of Hazardous Materials on, in or under the Premises in Purchaser's possession or control.

Any Financing Party shall be an intended third-party beneficiary of this Section 8.2.

8.3 EXCLUSION OF WARRANTIES. EXCEPT TO THE EXTENT OTHERWISE EXPRESSLY SET FORTH HEREIN, THE INSTALLATION WORK, SYSTEM OPERATIONS, AND ENERGY SERVICES PROVIDED BY PROVIDER TO PURCHASER PURSUANT TO THIS AGREEMENT SHALL BE "AS-IS WHERE-IS." NO OTHER WARRANTY TO PURCHASER OR ANY OTHER PERSON, WHETHER EXPRESS, IMPLIED OR STATUTORY, IS MADE AS TO THE INSTALLATION, DESIGN, DESCRIPTION, QUALITY, MERCHANTABILITY, COMPLETENESS, USEFUL LIFE, FUTURE ECONOMIC VIABILITY, OR FITNESS FOR ANY PARTICULAR PURPOSE OF THE SYSTEM, THE ENERGY SERVICES OR ANY OTHER SERVICE PROVIDED HEREUNDER OR DESCRIBED HEREIN, OR AS TO ANY OTHER MATTER, ALL OF WHICH ARE EXPRESSLY DISCLAIMED BY PROVIDER.

8.4 Representations of Provider. Provider is in, and shall remain, in compliance with all Applicable Laws applicable to the installation, operation, maintenance, repair, and replacement of the System, and applicable to the sale, delivery, or distribution of electricity generated by the System, and the purchase, delivery, or distribution of any electricity for any third party source.

9. TAXES AND GOVERNMENTAL FEES.

9.1 On the Effective Date the Premises is exempt from real estate and other taxes by virtue of Purchaser's status as a unit of local government. Provider shall be solely responsible for and hereby indemnifies and holds harmless Purchaser against and from all costs, taxes, charges and expenses, including without limitation any permits, special assessments, real estate, personal property, or other tax, fine or penalty, which arise out of the Provider's use of the Premises or the System, its exercise of the privileges, or its performance or non-performance of its obligations, under this Agreement. In the event any real estate, leasehold, use, personal property or other taxes or charges of any kind are levied or assessed against the Premises, or any portion thereof, or against the System thereon, or against Purchaser, by reason of the existence of this Agreement or Provider's use of the Premises or the System thereon, Provider shall pay promptly all such taxes or charges. Purchaser shall send to Provider a copy of any tax bill or notice of assessment which Purchaser receives within a reasonable period of time after Purchaser's receipt of same, but in no event later than thirty (30) days prior to the deadline date for filing any protest or objection thereto or making any payment thereon (unless Purchaser does not receive any such notice or bill within thirty (30) days prior to the deadline date, in which case Purchaser shall provide a copy of the notice or bill within five (5) business days after its receipt). Provider, in its own name or in the name of Purchaser, if necessary, shall have full right at its sole cost and expense to contest the imposition and/or amount of all taxes, assessments, charges, but the pendency of such contest shall not affect Provider's obligations under this paragraph.

9.2 Provider shall be responsible for all income, gross receipts, ad valorem, or other similar taxes and any and all franchise fees or similar fees assessed against it due to its ownership of the System.

10. FORCE MAJEURE.

10.1 Definition. "Force Majeure Event" means any act or event that prevents the affected Party from performing its obligations in accordance with this Agreement, if such act or event is beyond the reasonable control, and not the result of the fault or negligence, of the affected Party and such Party had been unable to overcome such act or event with the exercise of due diligence. Subject to the foregoing conditions, "Force Majeure Event" shall include without limitation the following acts or events: (i) natural phenomena, such as storms, hurricanes, floods, lightning, volcanic eruptions and earthquakes; (ii) explosions or fires arising from lightning or other causes unrelated to the acts or omissions of the Party seeking to be excused from performance; (iii) acts of war or public disorders, civil disturbances, riots, insurrection, sabotage, epidemic, terrorist acts, or rebellion; (iv) strikes or labor disputes (except strikes or labor disputes caused solely by employees of Provider or as a result of such party's failure to comply with a collective bargaining agreement); (v) action or inaction by a Governmental Authority; and (vi) delays by the Local Electric Utility. A Force Majeure Event shall not be based on the economic hardship of either Party, or upon the expiration of any lease of the Premises by the Purchaser from the owner of the Premises.

10.2 Excused Performance. Except as otherwise specifically provided in this Agreement, neither Party shall be considered in breach of this Agreement or liable for any delay or failure to comply with this Agreement (other than the failure to pay amounts due hereunder), if and to the extent that such delay or failure is attributable to the

occurrence of a Force Majeure Event; *provided*, the Party claiming relief under this Article 10 shall as soon as practicable after becoming aware of the circumstances constituting Force Majeure (i) notify the other Party in writing of the existence of the Force Majeure Event, (ii) exercise all reasonable efforts necessary to minimize delay caused by such Force Majeure Event, (iii) notify the other Party in writing of the cessation or termination of said Force Majeure Event and (iv) resume performance of its obligations hereunder as soon as practicable thereafter; *provided*, Purchaser shall not be excused from making any payments and paying any unpaid amounts due in respect of Energy Services delivered to Purchaser prior to the Force Majeure Event performance interruption. Subject to Section 10.3 below, the Parties agree that to the extent permitted by Applicable Law, the Term of this Agreement shall extend on a day for day basis for every day in which the occurrence of a Force Majeure Event has affected either Party's performance of its obligations hereunder.

10.3 Termination in Consequence of Force Majeure Event. If a Force Majeure Event shall have occurred that has affected Provider's performance of its obligations hereunder and that has continued for a continuous period of one hundred eighty (180) days, then either Party shall be entitled to terminate this Agreement upon ninety (90) days' prior written notice to the other Party. If at the end of such ninety (90) day period such Force Majeure Event shall still continue, this Agreement shall automatically terminate. Upon such termination for a Force Majeure Event, neither Party shall have any liability to the other (other than any such liabilities that have accrued prior to such termination). For purposes of clarity, Purchaser shall not be subject to an Early Termination Fee in the event of termination of the Agreement due to a Force Majeure Event.

11. DEFAULT.

11.1 Provider Defaults and Purchaser Remedies.

(a) Provider Defaults. The following events shall be defaults with respect to Provider (each, a "Provider Default"):

- (i) A Bankruptcy Event shall have occurred with respect to Provider;
- (ii) Provider fails to pay Purchaser any undisputed amount owed under this Agreement within thirty (30) days from receipt of notice from Purchaser of such past due amount; and
- (iii) Provider breaches any material representation, covenant or other term of this Agreement and (A) if such breach can be cured within thirty (30) days after Purchaser's written notice of such breach and Provider fails to so cure, or (B) Provider fails to commence and pursue a cure within such thirty (30) day period if a longer cure period is needed, such longer cure period not to exceed ninety (90) days.

(b) Purchaser's Remedies. If a Provider Default described in Section 11.1(a) has occurred and is continuing, in addition to other remedies expressly provided herein, and subject to Article 12, Purchaser may terminate this Agreement with no penalty or liability whatsoever, including but not limited to no obligation to pay any Early Termination Fee and exercise any other remedy it may have at law or equity or under this Agreement. If a Provider Default has occurred and is continuing, and the District Purchaser elects to terminate this Agreement as provided herein, in addition to removing the System as provided in Section 11.4, Provider shall, promptly upon demand from Purchaser, pay all reasonable and documented damages, costs and expenses arising in connection with such termination, provided such costs are directly attributable to the Provider Default and are capped at an amount equivalent to the Estimated Remaining Payments as of the date of termination.

11.2 Purchaser Defaults and Provider's Remedies.

(a) Purchaser Default. The following events shall be defaults with respect to Purchaser (each, a "Purchaser Default"):

- (i) A Bankruptcy Event shall have occurred with respect to Purchaser;

(ii) Purchaser breaches any material representation, covenant or other term of this Agreement if (A) such breach can be cured within thirty (30) days after Provider's notice of such breach and Purchaser fails to so cure, or (B) Purchaser fails to commence and pursue said cure within such thirty (30) day period if a longer cure period is needed, such longer cure period not to exceed sixty (60) days; and

(iii) Purchaser fails to pay Provider any undisputed amount due Provider under this Agreement within thirty (30) days from receipt of notice from Provider of such past due amount.

(b) Provider's Remedies. If a Purchaser Default described in Section 11.2(a) has occurred and is continuing, in addition to other remedies expressly provided herein, and subject to Article 12, Provider may terminate this Agreement and upon such termination, (A) if termination is prior to the end of the Initial Term, Provider shall be entitled ~~to~~ to receive from Purchaser the Early Termination Fee set forth on Schedule 3, Column 1 of the Special Conditions, and (B) Provider may exercise any other remedy it may have at law or equity or under this Agreement.

11.3 Cross Default. Reserved.

11.4 Removal of System. Upon termination of this Agreement pursuant to this Article 11: a) if termination is prior to the end of the Initial Term, Purchaser will pay the applicable Early Termination Fee ; and b) Provider will remove the System pursuant to Section 2.4 hereof.

12. RESERVED

13. ASSIGNMENT.

13.1 Assignment by Provider. Provider shall not sell, transfer or assign (collectively, an "Assignment") this Agreement or any interest therein, without the prior written consent of Purchaser, which shall not be unreasonably withheld, conditioned or delayed; *provided*, Purchaser agrees that Provider may assign this Agreement without the consent of the Purchaser to an Affiliate of Provider or any party providing financing for the System. In the event of such assignment, the assignee shall assume all obligations of Provider under this Agreement. In the event that Provider identifies a secured Financing Party in the Special Conditions, or in a subsequent notice to Purchaser, then Purchaser shall comply with the provisions set forth in Exhibit A of these General Terms and Conditions and agrees, subject to Purchaser's legal counsel's review, to provide such estoppels, acknowledgments and opinions of counsel as Provider may reasonably request from time to time. Any Financing Party shall be an intended third-party beneficiary of this Section 13.1. Any Assignment by Provider without any required prior written consent of Purchaser shall not release Provider of its obligations hereunder.

13.2 Acknowledgment of Collateral Assignment. In the event that Provider identifies a secured Financing Party in the Special Conditions, or in a subsequent notice to Purchaser, then Purchaser hereby acknowledges:

(a) The collateral assignment by Provider to the Financing Party, of Provider's right, title and interest in, to and under this Agreement, as consented to under Section 13.1 of this Agreement.

(b) That the Financing Party as such collateral assignee shall be entitled to exercise any and all rights of lenders generally with respect to Provider's interests in this Agreement.

(c) That it has been advised that Provider has granted a first priority perfected security interest in the System to the Financing Party and that the Financing Party has relied upon the characterization of the System as personal property, as agreed in this Agreement in accepting such security interest as collateral for its financing of the System.

Any Financing Party shall be an intended third- party beneficiary of this Section 13.2.

13.3 Assignment by Purchaser. Purchaser shall not assign this Agreement or any interest therein, without Provider's prior written consent, which consent shall not be unreasonably withheld, conditioned or delayed. Any

Assignment by Purchaser without the prior written consent of Provider shall not release Purchaser of its obligations hereunder.

14. NOTICES.

14.1 Notice Addresses. Unless otherwise provided in this Agreement, all notices and communications concerning this Agreement shall be in writing and addressed to the other Party (or Financing Party, as the case may be) at the addresses set forth in the Special Conditions, or at such other address as may be designated in writing to the other Party from time to time.

14.2 Notice. Unless otherwise provided herein, any notice provided for in this Agreement shall be hand delivered, sent by registered or certified U.S. Mail, postage prepaid, or by commercial overnight delivery service, and shall be deemed delivered to the addressee or its office when received at the address for notice specified above when hand delivered, on the Business Day after being sent when sent by overnight delivery service (Saturdays, Sundays and legal holidays excluded), or five (5) Business Days after deposit in the mail when sent by U.S. mail.

14.3 Address for Invoices. All invoices under this Agreement shall be sent to the address provided by Purchaser. Invoices shall be sent by regular first class mail postage prepaid.

15. CONFIDENTIALITY.

15.1 Confidentiality Obligation. If either Party provides confidential information, including business plans, strategies, financial information, proprietary, patented, licensed, copyrighted or trademarked information, and/or technical information regarding the financing, design, operation and maintenance of the System or of Purchaser's business ("Confidential Information") to the other or, if in the course of performing under this Agreement or negotiating this Agreement a Party learns Confidential Information regarding the facilities or plans of the other, the receiving Party shall, except as provided in 15.2, (a) protect the Confidential Information from disclosure to third parties with the same degree of care accorded its own confidential and proprietary information, and (b) refrain from using such Confidential Information, except in the negotiation and performance of this Agreement. Notwithstanding the above, a Party may provide such Confidential Information to its officers, directors, members, managers, employees, agents, contractors, consultants, Affiliates, lenders (existing or potential), investors (existing or potential) and potential third-party assignees of this Agreement or third-party acquirers of Provider or its Affiliates (provided and on condition that such potential third-party assignees be bound by a written agreement restricting use and disclosure of Confidential Information) (collectively, "Representatives"), in each case whose access is reasonably necessary. Each such recipient of Confidential Information shall be informed by the Party disclosing Confidential Information of its confidential nature and shall be directed to treat such information confidentially and shall agree to abide by these provisions.

15.2 Permitted Disclosures. Notwithstanding any other provision herein, neither Party shall be required to hold confidential any Confidential Information that:

- (a) Becomes publicly available other than through the receiving Party;
- (b) Is required to be disclosed by a Governmental Authority, under Applicable Law, including but not limited to in response to an Illinois Freedom of Information Act request, or pursuant to a validly issued subpoena or required filing, but a receiving Party subject to any such requirement shall promptly notify the disclosing Party of such requirement;
- (c) Is independently developed by the receiving Party; or
- (d) Becomes available to the receiving Party without restriction from a third party under no obligation of confidentiality.

15.3 Goodwill and Publicity. Neither Party shall use the name, trade name, service mark, or trademark of the other Party in any promotional or advertising material without the prior written consent of such other Party.

The Parties shall coordinate and cooperate with each other when making public announcements related to the execution and existence of this Agreement, and each Party shall have the right to promptly review, comment upon, and approve any publicity materials, press releases, or other public statements by the other Party that refer to, or that describe any aspect of, this Agreement; *provided*, no such publicity releases or other public statements (except for filings or other statements or releases as may be required by Applicable Law, including but not limited to statements or releases required by Purchaser to be made at Purchaser's Board open to public in compliance with the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* or Purchaser's release of public records in response to Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*) shall be made by either Party without the prior written consent of the other Party. At no time will either Party acquire any rights whatsoever to any trademark, trade name, service mark, logo or other intellectual property right belonging to the other Party. Notwithstanding the foregoing, Purchaser agrees that Provider may, at its sole discretion, take photographs of the installation process of the System and/or the completed System, and Provider shall be permitted to use such images (regardless of media) in its marketing efforts, including but not limited to use in brochures, advertisements, websites and news outlet or press release articles. The images shall not include any identifying information without Purchaser permission and the installation site shall not be disclosed beyond the type of establishment (such as "Retail Store," "Distribution Center," or such other general terms), the city and state.

15.4 Enforcement of Confidentiality Obligation. Each Party agrees that the disclosing Party would be irreparably injured by a breach of this Article 15 by the receiving Party or its Representatives or other Person to whom the receiving Party discloses Confidential Information of the disclosing Party and that the disclosing Party may be entitled to equitable relief, including injunctive relief and specific performance, in the event of any breach of the provisions of this Article 15. To the fullest extent permitted by Applicable Law, such remedies shall not be deemed to be the exclusive remedies for a breach of this Article 15, but shall be in addition to all other remedies available at law or in equity.

16. INDEMNITY.

16.1 Provider's Indemnity. Provider agrees that it shall indemnify, defend and hold harmless Purchaser, its permitted successors and assigns and their respective directors, officers, members, employees, volunteers and agents (collectively, the "Purchaser Indemnified Parties") from and against any and all Losses incurred by Purchaser Indemnified Parties arising from or in any way related to or connected with any injury, death, accident, mishap, or property damage arising out of or in connection with: i) the installation, operation, maintenance, repair, removal, or other activity of or related to the System; ii) Provider's use of the Premises; or iii) Provider's negligent performance of any of its obligations under this Agreement. Provider shall indemnify, defend and hold Purchaser harmless from and against any and all Losses incurred due to Provider's breach or default of any of its obligations under this Agreement. Provider shall not, however, be required to reimburse or indemnify any Purchaser Indemnified Party for any Loss to the extent such Loss is due to the negligence or willful misconduct of any Purchaser Indemnified Party.

16.2 Purchaser's Indemnity. To the extent permitted by Applicable Law, Purchaser agrees that it shall indemnify and hold harmless Provider, its permitted successors and assigns and their respective directors, officers, members, shareholders and employees (collectively, the "Provider Indemnified Parties") from and against any and all Losses incurred by Provider Indemnified Parties to the extent solely arising from or out of any claim for or arising out of any injury to or death of any Person or loss or damage to property of any Person to the extent solely arising out of Purchaser's negligence or willful misconduct. Purchaser shall not, however, be required to reimburse or indemnify any Provider Indemnified Party for any Loss to the extent such Loss is due to the negligence or willful misconduct of any Provider Indemnified Party.

17. INSURANCE.

17.1 Generally. Purchaser and Provider shall each maintain the following insurance coverages in full force and effect throughout the Term either through insurance policies (which may be met with primary and excess coverages) or acceptable self-insured retentions: (a) Workers' Compensation Insurance as may be from time to time required under applicable federal and state law, (b) General Liability Insurance with limits of not less than \$2,000,000 general aggregate, \$1,000,000 per occurrence, (c) automobile insurance with commercially reasonable coverages and limits; and (d) an excess/umbrella policy with limits of not less than \$5,000,000. Provider shall provide builder's risk

insurance covering construction of the Installation Work through the Commercial Operation Date. Additionally, Provider shall carry adequate property loss insurance on the System which need not be covered by Purchaser's property coverage. The amount and terms of insurance coverage will be determined at Provider's sole discretion. Provider shall cause all contractors hired to perform the Installation Work or any other maintenance, repair, or removal of the System to purchase and maintain insurance of the type as required herein. Notwithstanding anything herein to the contrary, Purchaser's obligation to purchase insurance shall herein be deemed satisfied by Purchaser's membership in a self-insured risk management agency or pool. Provider further agrees that it will only have rights allowable to it under any coverage provided through Purchaser's membership in a self-insured risk management agency or pool.

17.2 Certificates of Insurance. Each Party, upon request, shall furnish current certificates evidencing that the insurance required under Section 17.1 is being maintained. Each Party's insurance policy provided hereunder shall contain a provision whereby the insured agrees to give the other Party thirty (30) days' written notice before the insurance is cancelled or materially altered.

17.3 Additional Insureds. Provider's insurance policy shall be written on an occurrence basis and shall include the Purchaser, its elected and appointed officials, employees and agents as an additional insured.

17.4 Insurer Qualifications. Provider's insurance maintained hereunder shall be maintained with companies either rated no less than A- as to Policy Holder's Rating in the current edition of Best's Insurance Guide (or with an association of companies each of the members of which are so rated) or having a parent company's debt to policyholder surplus ratio of 1:1.

18. DISPUTE RESOLUTION.

18.1 Generally. If a dispute arises between the Parties regarding this Agreement, the Parties shall attempt in good faith to negotiate expeditiously a resolution to the dispute. The Parties agree:

(a) To attempt to resolve all disputes arising hereunder promptly, equitably and in a good faith manner; and

(b) Conduct negotiations through a representative or representatives of each Party who is authorized to act for the Party and resolve the dispute without resorting to higher authority.

18.2 Each Party has the right, at its sole expense and during normal working hours, to examine the records of the other Party to the extent reasonably necessary to verify the accuracy of any statement, charge or computation made pursuant to this Agreement. If requested, a Party shall provide to the other Party statements evidencing the quantity of electricity produced by the System and delivered to the delivery point. If any such examination reveals any inaccuracy in any invoice, the necessary adjustments in such invoice and the payments thereof will be made promptly and shall bear interest in accordance with the Local Government Prompt Payment Act calculated from the date the overpayment or underpayment was made until paid.

18.3 The exhaustion of the dispute resolution procedure provided for in Section 18 is a condition precedent to the initiation of legal action in a court of law.

19. MISCELLANEOUS.

19.1 Integration; Exhibits. The Agreement, together with the Exhibits and Schedules attached thereto or incorporated by reference, constitute the entire agreement and understanding between Provider and Purchaser with respect to the subject matter thereof and supersedes all prior agreements relating to the subject matter hereof which are of no further force or effect. The Exhibits and Schedules attached to this Agreement, including these General Terms and Conditions as incorporated by reference, are integral parts of this Agreement and are an express part of this Agreement. In the event of a conflict between the provisions of these General Terms and Conditions and any applicable Special Conditions, the provisions of the Special Conditions shall prevail.

19.2 Amendments. This Agreement may only be amended, modified or supplemented by an instrument in writing executed by duly authorized representatives of Provider and Purchaser.

19.3 Industry Standards. Except as otherwise set forth herein, for the purpose of this Agreement the normal standards of performance within the Energy Services industry in the relevant market shall be the measure of whether a Party's performance is reasonable and timely. Unless expressly defined herein, words having well-known technical or trade meanings shall be so construed.

19.4 Cumulative Remedies. Except as set forth to the contrary herein, any right or remedy of Provider or Purchaser shall be cumulative and without prejudice to any other right or remedy, whether contained herein or not.

19.5 Sovereign Immunity. Nothing herein provided is intended to waive nor shall it waive any of the immunities afforded the Purchaser under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.*, and the Purchaser shall continue to have all the privileges, protections and immunities provided by said Act as now or hereafter amended. The provisions of this Section shall survive termination of this Agreement.

19.6 Limited Effect of Waiver. The failure of Provider or Purchaser to enforce any of the provisions of this Agreement, or the waiver thereof, shall not be construed as a general waiver or relinquishment on its part of any such provision, in any other instance or of any other provision in any instance. Any waiver by either Party must be in writing provided to the other Party.

19.7 Survival. The obligations under Section 2.4 (Removal of System), Section 7.1 (Provider Covenants), Sections 7.2(e), (h)(Purchaser Covenants), Section 8.3 (Exclusion of Warranties), Article 9 (Taxes and Governmental Fees), Article 14 (Notices), Article 15 (Confidentiality), Article 18 (Dispute Resolution), Article 19 (Miscellaneous), all payment or indemnification obligations accrued prior to termination of this Agreement, or pursuant to other provisions of this Agreement that, by their sense and context, are intended to survive termination of this Agreement shall survive the expiration or termination of this Agreement for any reason to the extent permitted by Applicable Law.

19.8 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. The Parties agree that the courts of the State of Illinois and the Federal Courts sitting therein shall have jurisdiction over any action or proceeding arising under this Agreement to the fullest extent permitted by Applicable Law. The Parties waive to the fullest extent permitted by Applicable Law any objection it may have to the laying of venue of any action or proceeding under this Agreement any courts described in this Section 19.8.

19.9 Severability. If any term, covenant or condition in this Agreement shall, to any extent, be invalid or unenforceable in any respect under Applicable Law, the remainder of this Agreement shall not be affected thereby, and each term, covenant or condition of this Agreement shall be valid and enforceable to the fullest extent permitted by Applicable Law and, if appropriate, such invalid or unenforceable provision shall be modified or replaced to give effect to the underlying intent of the Parties and to the intended economic benefits of the Parties.

19.10 Relation of the Parties. The relationship between Provider and Purchaser shall not be that of partners, agents, or joint ventures for one another, and nothing contained in this Agreement shall be deemed to constitute a partnership or agency agreement between them for any purposes, including federal income tax purposes. Provider and Purchaser, in performing any of their obligations hereunder, shall be independent contractors or independent parties and shall discharge their contractual obligations at their own risk.

19.11 Successors and Assigns. This Agreement and the rights and obligations under this Agreement shall be binding upon and shall inure to the benefit of Provider and Purchaser and their respective successors and permitted assigns.

19.12 Counterparts. This Agreement may be executed in one or more counterparts, all of which taken together shall constitute one and the same instrument.

19.13 Electronic Delivery. This Agreement may be duly executed and delivered by a Party by execution and facsimile or electronic, “pdf” delivery of the signature page of a counterpart to the other Party.

19.14 Liquidated Damages Not Penalty. Purchaser acknowledges that the Early Termination Fee constitutes liquidated damages, and not penalties, in lieu of Provider’s actual damages resulting from termination of this Agreement prior to the Expiration Date of the Initial Term. Purchaser further acknowledges that Provider’s actual damages may be impractical and difficult to accurately ascertain, and in accordance with Purchaser’s rights and obligations under this Agreement, the Early Termination Fee constitutes fair and reasonable damages to be borne by Purchaser in lieu of Provider’s actual damages.

[Remainder of page intentionally left blank.]

These General Terms and Conditions are witnessed and acknowledged by ForeFront Power and Purchaser below. Neither ForeFront Power nor Purchaser shall have any obligations or liability resulting from its witnessing and acknowledging these General Terms and Conditions.

“FOREFRONT POWER”: [FFP ORIGINATION, LLC]

By: _____

Name: _____

Title: _____

Date: _____

“PURCHASER”: OAK BROOK PARK DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A
of General Conditions

Certain Agreements for the Benefit of the Financing Parties

Purchaser acknowledges that Provider will be receiving financing accommodations from one or more Financing Parties and that Provider may sell or assign the System or this Agreement and/or may secure Provider's obligations by, among other collateral, a pledge or collateral assignment of this Agreement and a first security interest in the System. In order to facilitate such necessary sale, conveyance, or financing, and with respect to any such Financing Party, Purchaser agrees as follows:

(a) **Consent to Collateral Assignment.** Purchaser consents to either the assignment, sale or conveyance to a Financing Party or the collateral assignment by Provider to a Financing Party, of Provider's right, title and interest in and to this Agreement.

(b) **Notices of Default.** Purchaser will deliver to the Financing Party, concurrently with delivery thereof to Provider, a copy of each notice of Provider Default given by Purchaser under this Agreement, inclusive of a reasonable description of Provider Default. No such notice will be effective absent delivery to the Financing Party. Purchaser will not mutually agree with Provider to cancel, modify or terminate this Agreement without the written consent of the Financing Party, however, this provision shall not be interpreted to limit any termination rights of either Party as set forth in this Agreement.

(c) **Rights Upon Event of Default.** Notwithstanding any contrary term of this Agreement:

i. The Financing Party shall be entitled to exercise, in the place and stead of Provider, any and all rights and remedies of Provider under this Agreement in accordance with the terms of this Agreement and only in the event of Provider's or Purchaser's Default. The Financing Party shall also be entitled to exercise all rights and remedies of secured parties generally with respect to this Agreement and the System.

ii. The Financing Party shall have the right, but not the obligation, to pay all sums due under this Agreement and to perform any other act, duty or obligation required of Provider thereunder or cause to be cured any Provider Default thereunder in the time and manner provided by the terms of this Agreement. Nothing herein requires the Financing Party to cure any Provider Default under this Agreement or (unless the Financing Party has succeeded to Provider's interests under this Agreement) to perform any act, duty or obligation of Provider under this Agreement, but Purchaser hereby gives it the option to do so. In the event Financing Provider does not elect to cure any Provider Default, Provider shall remain responsible for curing the Provider Default and Purchaser shall have all rights and remedies in the event the Provider Default is not cured.

iii. Upon the exercise of remedies under its security interest in the System, including any sale thereof by the Financing Party, whether by judicial proceeding or under any power of sale contained therein, or any conveyance from Provider to the Financing Party (or any assignee of the Financing Party) in lieu thereof, the Financing Party shall give notice to Purchaser of the transferee or assignee of this Agreement. Any such exercise of remedies shall not constitute a Provider Default under this Agreement.

iv. Upon any Provider Default not reasonably susceptible to cure by a Finance Party, including, without limitation, rejection or other termination of this Agreement pursuant to any process undertaken with respect to Provider under the United States Bankruptcy Code, at the request of the Financing Party made within ninety (90) days of such Provider Default, Purchaser shall enter into a new agreement with the Financing Party or its designee having the same terms and conditions as this Agreement.

(d) Right to Cure.

i. Purchaser will not exercise any right to terminate or suspend this Agreement unless it shall have given the Financing Party prior written notice by sending notice to the Financing Party (at the address provided by Provider) of its intent to terminate or suspend this Agreement, specifying the condition giving rise to such right, and the Financing Party shall not have caused to be cured the condition giving rise to the right of termination or suspension within thirty (30) days after such notice. The Parties agree that the cure rights described herein are in addition to and apply and commence following the expiration of any notice and cure period applicable to Provider. The Parties' respective obligations will otherwise remain in effect during any cure period; *provided*, if such Provider Default reasonably cannot be cured by the Financing Party within such period and the Financing Party commences and continuously pursues cure of such Provider Default within such period, such period for cure will be extended for a reasonable period of time under the circumstances, such period not to exceed additional sixty (60) days.

ii. If the Financing Party (including any purchaser or transferee), pursuant to an exercise of remedies by the Financing Party, shall acquire title to or control of Provider's assets and shall, within the time periods described in Sub-section (c)(i). above, cure all Provider Defaults under this Agreement existing as of the date of such change in title or control in the manner required by this Agreement and which are capable of cure by a third person or entity, then such person or entity shall no longer be in Provider Default under this Agreement, and this Agreement shall continue in full force and effect.

Early Termination Occurs in Year:	Column 1 Early Termination Fee where Purchaser does <u>not</u> take Title to the System (\$/Wdc including costs of removal)	System Size 598.4 kW or 598,400 Watts
1*	\$4.0272	\$2,409,865
2	\$3.1536	\$1,887,114
3	\$2.6474	\$1,584,222
4	\$2.1802	\$1,304,632
5	\$1.7248	\$1,032,138
6	\$1.6965	\$1,015,186
7	\$1.6686	\$998,508
8	\$1.6412	\$982,112
9	\$1.6143	\$965,979
10	\$1.5878	\$950,116
11	\$1.5617	\$934,509
12	\$1.5360	\$919,160
13	\$1.5108	\$904,063
14	\$1.4860	\$889,216
15	\$1.4616	\$874,609
16	\$1.4376	\$860,248
17	\$1.4140	\$846,120
18	\$1.3907	\$832,219
19	\$1.3679	\$818,551
20	\$1.3454	\$805,111

Purchase Date Occurs on the 91 st day following: (Each "Anniversary" below shall refer to the anniversary of the Commercial Operation Date)	Column 2 Early Termination Fee where Purchaser <u>takes</u> Title to the System (\$/Wdc, does <u>not</u> include costs of removal)	System Size 598.4 kW or 598,400 Watts
	--	
	--	
	--	
	--	
	--	
5 th Anniversary	\$1.1965	\$715,986
6 th Anniversary	\$1.1688	\$699,422
7 th Anniversary	\$1.1418	\$683,247
8 th Anniversary	\$1.1154	\$667,443
9 th Anniversary	\$1.0896	\$652,005
10 th Anniversary	\$1.0644	\$636,925
11 th Anniversary	\$1.0398	\$622,198
12 th Anniversary	\$1.0157	\$607,807
13 th Anniversary	\$0.9922	\$593,744
14 th Anniversary	\$0.9693	\$580,017
15 th Anniversary	\$0.9469	\$566,601
16 th Anniversary	\$0.9250	\$553,496
17 th Anniversary	\$0.9036	\$540,690
18 th Anniversary	\$0.8827	\$528,190
19 th Anniversary	\$0.8623	\$515,970

ENERGY SERVICES AGREEMENT – SOLAR

This Energy Services Agreement (“Agreement”) is made and entered into as of this ____ day of ___, 2025 (the “Effective Date”), between *FFP ORIGINATION, LLC*, a Delaware limited liability company (“Provider”), and *Oak Brook Park District*, an Illinois park district (“Purchaser”); and, Purchaser together with Provider, each, a “Party” and together, the “Parties”.

RECITALS

- A. Purchaser desires that Provider install and operate a solar photovoltaic system at the Premises (as hereafter defined) for the purpose of providing Energy Services (as hereafter defined), and Provider is willing to have the Installation Work performed by using one or more qualified contractors holding the appropriate licenses required in the jurisdiction where the System (as defined in Schedule 1) will be installed;
- B. Provider and Purchaser acknowledge those certain General Terms and Conditions of Energy Services Agreement between *FFP ORIGINATION, LLC* and Purchaser dated as of **INSERT DATE** (“General Terms and Conditions”), are hereby incorporated as part of this Agreement by reference; and
- C. The terms and conditions of this Energy Services Agreement, excluding the General Terms and Conditions incorporated herein, constitute the “Special Conditions” referred to in the General Terms and Conditions.
- D. **The Parties acknowledge and agree that the Special Conditions for the System shall be prepared, performed and administered by General Energy Corporation, an Illinois corporation under a separate that Construction and Development Agreement for the System, which references those General Terms and Conditions of Construction Agreement.**

In consideration of the mutual promises set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

- 1. Recitals. The foregoing recitals are incorporated as if fully restated herein. Capitalized terms used but not otherwise defined in these Special Conditions shall have the meanings assigned to such terms in the General Terms and Conditions. All references to “Agreement” shall incorporate all terms and conditions of the Special Conditions and the General Terms and Conditions.
- 2. Initial Term. The initial term of this Agreement shall commence on the Effective Date and shall continue for Twenty (20) years from the Commercial Operation Date, unless and until extended or terminated earlier pursuant to the provisions of this Agreement (the “Initial Term”). After the Initial Term, this Agreement may be renewed for an additional five (5) year term (a “Renewal Term”). At least one hundred and eighty (180) days, but no more than three hundred and sixty-five (365) days, prior to the expiration of the Initial Term, Provider shall give written notice to Purchaser of the availability of the Renewal Term. Purchaser shall have sixty (60) days after receipt of such notice to decide whether to renew this Agreement for the Renewal Term. Absent Purchaser’s election to renew this Agreement for the Renewal Term this Agreement shall expire on the Expiration Date. The Initial Term and the subsequent Renewal Term, if any, are referred to collectively as the “Term”.
- 3. Schedules. The following Schedules are attached to and incorporated as part of this Agreement by reference:

Schedule 1	Description of the Premises, System and Subsidy
Schedule 2	Energy Services Payment
Schedule 3	Early Termination Fee
Schedule 4	Estimated Annual Production

Schedule 5	Notice Information
Schedule 6	Site-Specific Information and Requirements
Schedule 7	Specific Items for Scope of Work
Schedule 8	Site Diagram
Schedule 9	Upgrades, Scope and/or Schedule Change

4. Privacy. Purchaser acknowledges that the System may collect certain information about Purchaser's electricity usage and the System performance. Such information may be stored and processed in the United States or any other country in which Provider or its third-party service providers, or Provider's affiliates, subsidiaries, or service providers, maintain facilities. Purchaser consents to any such transfer of information outside of Purchaser's country. Purchaser acknowledges that Provider may share information about Purchaser's electricity usage with: (1) Local Electric Utility, as required by Applicable Law, and (2) Purchaser's Illinois Electric Utility Counterparty.
5. Purchase Requirement; Energy Services Payment. "Energy Services" means the supply of electrical energy output from the System and any associated reductions in Purchaser's peak demand from its Local Electric Utility. Purchaser agrees to purchase one hundred percent (100%) of the Energy Services generated by the System and made available by Provider to Purchaser during each relevant month of the Term. While the Energy Services are calculated and billed on a per kWh basis as set forth in Schedule 2 of these Special Conditions, they represent a package of services and benefits.
6. Minimum Incentive Level. Purchaser acknowledges that two incentive programs, the Adjustable Block Program [20 ILCS 3855/1-75(c)(1)(k)] and the Smart Inverter Rebate [220 ILCS 5/16-107.6] may change between execution of this Agreement and Provider securing the incentives. To the extent that the combined value of incentives to be received through the Adjustable Block Program and Smart Inverter Rebate at the time of acceptance into the respective incentive programs are collectively less than the minimum incentive level in Schedule 1.D, Provider and Purchaser agree to work together in good faith to enter into an amendment to this Agreement to equitably adjust the values set forth in Schedule 2 and Schedule 3 to compensate Provider for the actual reduction in the incentives received by Provider. In the event the Parties are unable to agree on the terms of the amendment, either Party shall have the right to terminate this Agreement with ten (10) days written notice to the other Party. Upon termination, the Purchaser shall be obligated to pay an Early Termination Fee to Provider, as specified in Schedule 3. ~~in which case~~ Neither Party shall have any liability to the other, except for any such liabilities under the terms of this Agreement that may have accrued prior to such termination.
- ~~5.7.~~ Estimated Annual Production. The annual estimate of electricity generated by the System for each year of the Initial Term is set as forth in Schedule 4 of the Special Conditions ("Estimated Annual Production").
- ~~6.8.~~ Minimum Guaranteed Output. If the System fails to generate at least ninety percent (90%) of the Estimated Annual Production for two full Term Years (such amount, the "Minimum Guaranteed Output", and such two-year period, the "Two-Year Period", beginning with Term Years 1-2, and each Two-Year Period thereafter), other than as a result of the negligent acts or omissions of Purchaser or the Local Electric Utility, or Force Majeure Event, Provider shall credit Purchaser an amount equal to Purchaser's Lost Savings (as calculated below) on the next invoice or invoices issued during the immediately succeeding Two-Year Period, up to the Lost Savings Cap (as defined herein) during any Two-Year Period. Provided, however, that if the Actual Electricity (as calculated below) exceeds the Minimum Guaranteed Output during any Two-Year Period, such production shall accrue and roll over to apply to any subsequent Two-Year Period(s). Further, Provider shall be entitled to consider any System production generated prior to the Commercial Operation Date as Actual Electricity for purposes of the calculation set forth below. The formula for calculating Lost Savings for the applicable Two-Year Period is as follows:

$$\text{Lost Savings} = (\text{MGO} * \text{WPR} - \text{AE}) \times \text{RV}$$

MGO = Minimum Guaranteed Output, as measured in total kWh, for System for the applicable Two-Year Period.

WPR = Weather Performance Ratio, measured as the ratio of the actual insolation over typical (pro-forma) insolation. Such Weather Performance Ratio shall only apply if the ratio is less than 1.00.

AE = Actual Electricity, as measured in total kWh, delivered by the System for the Two-Year Period.

$RV = (ATP - \text{kWh Rate})$

ATP = Average tariff price, measured in \$/kWh, for the applicable Two-Year Period paid by Purchaser with respect to the Premises. This price is determined by dividing the total cost for delivered electricity, including all charges associated with such electricity howsoever named, including, without limitation, charges for distribution, transmission, demand, and systems benefits, paid to the Local Electric Utility during the applicable Two-Year Period by the total amount of delivered electricity by the Local Electric Utility during such Two-Year Period.

kWh Rate = the kWh Rate in effect for the applicable Two-Year Period, measured in \$/kWh.

Lost Savings Cap = System size (DC) as installed in megawatts, multiplied by \$30,000. For the avoidance of doubt, the Lost Savings Cap is applicable to each Two-Year Period.

If the RV is zero or less, then no Lost Savings payment shall be due to Purchaser. Such payment for any Lost Savings shall be made by Provider no later than sixty (60) days after the end of the Two-Year Period during which such Lost Savings occurred (or following the date of termination, in the event of an early termination of this Agreement).

~~7.9.~~ Sunlight Access. Purchaser will take all reasonable actions as necessary to prevent other buildings, structures or flora from overshadowing or otherwise blocking access of sunlight to the System.

~~8.10.~~ Use of System. Purchaser will not use electrical energy generated by the System primarily for the purposes of heating a swimming pool within the meaning of Section 48 of the Internal Revenue Code.

~~9.11.~~ Standard Disclosure Documents, Disclaimer. As a condition of participating in the Adjustable Block program, Provider may be obligated to provide one or more standardized disclosures. Purchaser acknowledges that they have received and reviewed these documents. Customer further acknowledges that Provider explicitly disclaims any estimates of savings or value from these standard documents, and that none of the estimates contained therein are enforceable by Purchaser against Provider.

~~10.12.~~ Contract Amendment Pursuant to Long-Term Renewable Energy Resources Plan. As a condition of participating in the Adjustable Block Program, Provider may be obligated to make modifications to this Agreement. No later than thirty (30) days before the first day on which Provider may apply for the System to participate in the Adjustable Block Program, Provider will provide a draft written amendment to Purchaser, which shall include only such changes that are necessary to qualify the System for the Adjustable Block Program. Purchaser will have ten (10) days to accept, reject or provide comments to such draft amendment, and the Parties shall work together in good faith thereafter to resolve any issues and enter into such amendment.

In the event the Parties are unable to agree on the terms of the amendment, either Party shall have the right to terminate this Agreement with ten (10) days written notice to the other Party. Upon termination, the Purchaser shall be obligated to pay an Early Termination Fee to Provider, as specified in Schedule 3. , in which case nNeither Party shall have any liability to the other, except for any such liabilities under the terms of this Agreement that may have accrued prior to such termination.

13. Distribution Upgrades, Scope and Schedule Changes.

13.1. For any distribution upgrades required or changes to the scope of Installation Work made pursuant to Schedule 2 of the Special Conditions, the Parties may execute an acknowledgment in the form attached

hereto as Schedule 9 detailing (i) the description of the distribution upgrades or change in scope of the Installation Work (ii) the amount of the adjustment in the kWh Rate and Early Termination Fee that corresponds to such costs, and if any (iii) changes to the Estimated Annual Production in Schedule IV, if any.

13.2. For the avoidance of doubt, Purchaser designates XX or President of Oak Brook Park District as authorized to execute the acknowledgment form attached hereto as Schedule 9 provided the terms of such acknowledgment comply with this Section 13.

14. Termination for Convenience – Distribution Upgrade Costs. Notwithstanding Section 2.2 of the General Terms and Conditions, Purchaser may terminate this Agreement, without payment of the Early Termination Fee, if documented Distribution Upgrade costs required for interconnection exceed the maximum amount set forth in Schedule 2. Such termination right may be exercised within ninety (90) days following the Effective Date, or, if the Local Electric Utility has not issued the applicable interconnection cost estimate within such ninety (90) days, then within thirty (30) days after Purchaser's receipt of such estimate from the Provider. In such event, Purchaser's sole liability shall be to reimburse Provider and its Contractor for all documented, direct costs reasonably incurred in connection with the Project through the date of termination.

IN WITNESS WHEREOF and intending to be legally bound hereby, Provider and Purchaser have executed this Agreement as of the Effective Date.

PROVIDER:
FFP ORIGATION, LLC

PURCHASER:
OAK BROOK PARK DISTRICT

By: _____
Name:
Title:

By: _____
Name:
Title:

SCHEDULES

I. Schedule 1 – Description of the Premises, System and Subsidy

A. <u>Premises</u>	1480 Forest Gate Road, Oak Brook, IL 60523
Site diagram attached:	X Yes ☐ No
B. <u>Description of Solar System (the “System”)</u>	Behind the meter, net energy metering, roof mounted solar photovoltaic as further detailed herein. Solar equipment will be at Provider’s sole discretion.
System Size:	598.4X kW (DC) (this is an estimate (and not a guarantee) of the System size; Provider may update the System Size prior to the Commercial Operation Date.)
C. <u>Anticipated Subsidy or Rebate</u>	\$149,600X anticipated Smart Inverter Rebate
D. <u>Minimum Incentive Level</u>	Investment Tax Credit % of 50%X . Total payments from Adjustable Block Incentive program estimated at \$602,183X . Both Smart Inverter Rebate and Adjustable Block Incentive assume DC system size of 598.4X kW and AC system size of 480X kW. Adjustable Block Incentive payments assume Large DG block eligibility and a project energy yield of 1228X kWh/kW accepted by IPA. For the avoidance of doubt, the Adjustable Block Incentive, Smart Inverter Rebate, and the Investment Tax Credit % are the Minimum Incentive Level.

II. Schedule 2 – Energy Services Payment

Purchaser shall pay to Provider a monthly payment (the “Energy Services Payment”) for the Energy Services provided by the System during each calendar month of the Term equal to the product of (x) Actual Monthly Production for the System for the relevant month multiplied by (y) the kWh Rate.

The “Actual Monthly Production” means the amount of energy recorded by Provider’s metering equipment during each calendar month of the Term.

The kWh Rate with respect to the System under this Agreement shall be in accordance with the following schedule:

Term Year	kWh Rate (\$/kWh)	Term Year	\$/kWh Rate (\$/kWh)
1	\$0.0587	11	\$0.0587

2	<u>\$0.0587</u>	12	<u>\$0.0587</u>
3	<u>\$0.0587</u>	13	<u>\$0.0587</u>
4	<u>\$0.0587</u>	14	<u>\$0.0587</u>
5	<u>\$0.0587</u>	15	<u>\$0.0587</u>
6	<u>\$0.0587</u>	16	<u>\$0.0587</u>
7	<u>\$0.0587</u>	17	<u>\$0.0587</u>
8	<u>\$0.0587</u>	18	<u>\$0.0587</u>
9	<u>\$0.0587</u>	19	<u>\$0.0587</u>
10	<u>\$0.0587</u>	20	<u>\$0.0587</u>

Distribution Upgrades. Within thirty (30) days of receipt of notice from the Local Electric Utility of distribution upgrade costs required by the Local Electric Utility, Purchaser will provide written notice (email is acceptable) to Provider of Purchaser's election of one of the following options:

- a. Purchaser will bear all the distribution upgrade costs, and the kWh Rate will remain unchanged. Purchaser shall make payments directly to the Local Electric Utility in accordance with the requirements of the Local Electric Utility.
- b. For every ~~\$50,000~~ \$50,000 of increase in such distribution upgrade costs, the kWh rate in the PPA Rate Table will increase \$0.00944 per kWh; provided, however, that such increases shall not exceed an aggregate of \$25,000 ~~\$50,000~~ in additional distribution upgrade costs. If distribution upgrade costs exceed \$25,000 ~~\$50,000~~, the matter shall be submitted to the Purchaser's Board for review and approval before any further adjustments to the PPA Rate Table may be made. ~~Provider~~ or its contractor shall then be responsible for all associated costs and payments.
- c. Terminate the Agreement, the Purchaser shall be obligated to pay an Early Termination Fee to Provider, as specified in Schedule 3. ~~in which case~~ Neither Party shall have any liability to the other, except for any such liabilities under the terms of this Agreement that may have accrued prior to such termination.

Scope Changes (ITC Eligible). If changes in project scope occur that are eligible for the Federal Investment Tax Credit (including but not limited to adverse geotechnical conditions, mitigations resulting from the pursuit of discretionary permits, or the inclusion of spare conduit) and the costs directly related such changes go beyond those contemplated as part of the development and implementation of the System in this Agreement, Provider's contractor will provide reasonable documentation demonstrating the direct and actual time and materials costs relating to such costs to Purchaser. Within thirty (30) days after Purchaser receives such documentation, Purchaser will provide written notice to Provider of Purchaser's election of one of the following options:

- a. Purchaser will bear all of the reasonably documented scope change costs, and the kWh rate as stated in Table 1 will remain unchanged.
- b. For every ~~\$10,000~~ \$10,000 of increase of such costs, the kWh rate in Table 1 will increase \$0.00082 per kWh; provided, however, that such increases shall not exceed an aggregate of \$10,000 in additional documented scope change costs. If documented scope change costs exceed \$10,000, the matter shall be submitted to the Purchaser' Board for review and approval before any further adjustments to the PPA Rate Table may be made. ~~Provider~~ or its contractor shall then be responsible for all associated costs and payments.
- b.c. Terminate the Agreement, the Purchaser shall be obligated to pay an Early Termination Fee to Provider, as specified in Schedule 3. ~~in which case~~ Neither Party shall have any liability to the other, except for any such liabilities under the terms of this Agreement that may have accrued prior to such termination.

Scope Changes (Non-ITC Eligible). If changes in project scope occur that are not eligible for the Federal Investment Tax Credit (including but not limited to ADA compliance costs not related to System configuration or construction, fencing and gates or civil scope) and the costs directly related such changes go beyond those contemplated as part of the development and implementation of the System in this Agreement, Provider's contractor will provide reasonable documentation demonstrating the direct and actual time and materials costs relating to such costs to Purchaser. Within thirty (30) days after Purchaser receives such documentation, Purchaser will provide written notice to Provider of Purchaser's election of one of the following options:

- a. Purchaser will pay the entire amount of such associated costs, and the kWh rate as stated in the PPA Rate Table will remain unchanged.
- b. For every ~~\$10,000~~10,000 increase of such associated costs, the kWh rate in the PPA Rate Table will increase \$0.00189 per kWh; provided, however, that such increases shall not exceed an aggregate of \$10,000 in additional scope change costs not eligible for the Federal Investment Tax Credit. If documented scope change costs not eligible for the Federal Investment Tax Credit exceed \$10,000, the matter shall be submitted to the Purchaser' Board for review and approval before any further adjustments to the PPA Rate Table may be made. Provider or its contractor shall then be responsible for all associated costs and payments.
- c. Terminate the Agreement, the Purchase shall be obligated to pay an Early Termination Fee to Provider, as specified in Schedule 3. ~~in which case~~ Neither Party shall have any liability to the other, except for any such liabilities under the terms of this Agreement that may have accrued prior to such termination.

The following shall apply to any of the scenarios of Sections 1 through 3, above. The kWh rate shall not exceed the maximum total increase of \$0.01215. If the aggregate of costs set forth above for which Purchaser has elected to pay for via increased kWh Rate exceed the maximum total kWh Rate increase, the Provider or its contractor has the option to absorb such costs with no increases above the maximum kWh Rate increase or to terminate this Agreement and to remove the System pursuant to Section 2.4 of the General Conditions. With approval from the Purchaser, Provider may change the adjustment factors above solely to reflect material size changes in the System Size that are necessary due to technical or regulatory requirements. Any adjustment factors shall be limited to changes that are directly attributable to such requirements.

The values in Schedule 3 will be similarly adjusted in association any adjustment to the kWh rate in this Schedule 2.

III. Schedule 3 – Early Termination Fee

The Early Termination Fee with respect to the System under this Agreement shall be calculated in accordance with the following:

Early Termination Occurs in Year:	Column 1 Early Termination Fee where Purchaser does <u>not</u> take Title to the System (\$/Wdc including costs of removal)	Purchase Date Occurs on the 91 st day following: (Each “Anniversary” below shall refer to the anniversary of the Commercial Operation Date)	Column 2 Early Termination Fee where Purchaser takes Title to the System (\$/Wdc, does <u>not</u> include costs of removal)
1*	<u>4.02718</u>		--
2	<u>3.15360</u>		--
3	<u>2.64743</u>		--
4	<u>2.18020</u>		--
5	<u>1.72483</u>		--
6	<u>1.69650</u>	5 th Anniversary	<u>1.19650</u>
7	<u>1.66863</u>	6 th Anniversary	<u>1.16882</u>
8	<u>1.64123</u>	7 th Anniversary	<u>1.14179</u>
9	<u>1.61427</u>	8 th Anniversary	<u>1.11538</u>
10	<u>1.58776</u>	9 th Anniversary	<u>1.08958</u>
11	<u>1.56168</u>	10 th Anniversary	<u>1.06438</u>
12	<u>1.53603</u>	11 th Anniversary	<u>1.03977</u>
13	<u>1.51080</u>	12 th Anniversary	<u>1.01572</u>
14	<u>1.48599</u>	13 th Anniversary	<u>0.99222</u>
15	<u>1.46158</u>	14 th Anniversary	<u>0.96928</u>
16	<u>1.43758</u>	15 th Anniversary	<u>0.94686</u>
17	<u>1.41397</u>	16 th Anniversary	<u>0.92496</u>

18	<u>1.39074</u>
19	<u>1.36790</u>
20	<u>1.34544</u>

17 th Anniversary	<u>0.90356</u>
18 th Anniversary	<u>0.88267</u>
19 th Anniversary	<u>0.86225</u>

At the Expiration Date of the Initial Term, the amount in Column 1 shall be deemed to be zero (0).

*Includes Early Termination prior to the Commercial Operation Date.

IV. Schedule 4 – Estimated Annual Production

Estimated Annual Production commencing on the Commercial Operation Date with respect to System under this Agreement shall be as follows:

Term Year	Estimated Production (kWh)	Term Year	Estimated Production (kWh)
1	<u>734,890</u>	11	<u>698,961</u>
2	<u>731,216</u>	12	<u>695,467</u>
3	<u>727,559</u>	13	<u>691,989</u>
4	<u>723,922</u>	14	<u>688,529</u>
5	<u>720,302</u>	15	<u>685,087</u>
6	<u>716,701</u>	16	<u>681,661</u>
7	<u>713,117</u>	17	<u>678,253</u>
8	<u>709,551</u>	18	<u>674,862</u>
9	<u>706,004</u>	19	<u>671,487</u>
10	<u>702,473</u>	20	<u>668,130</u>

The values set forth in the table above are estimates (and not guarantees), of approximately how many kWhs are expected as of the Effective Date to be generated annually by the System assuming the System size indicated in Schedule 1 and based on initial System designs. Provider may deliver to Purchaser an updated table no later than Commercial Operation Date setting forth the actual System size and design.

V. Schedule 5 – Notice Information

Purchaser:

Oak Brook Park District
1450 Forest Gate Road
Oak Brook, IL 60523
Attn: Executive Director
Email: lkosey@obparks.org

With a copy to

Steven B. Adams
Robbins Schwartz
190 South Lasalle St. Suite 2550
Chicago, IL 60603
Email: sadams@robbins-schwartz.com

Provider:

FFP Origination
San Francisco, CA 94104

With a copy to

FFP Origination
c/o Forefront Power, LLC
Attn: Legal Department
100 Montgomery St., Ste 725
San Francisco, CA 94104
Email: FPLegal@forefrontpower.com

VI. Schedule 6 – Site Specific Information and Requirements

In accordance with Section 7.2(f) of the General Terms and Conditions, the following information references any known restrictions on the use of the Premises for the construction, ownership, use and operation of the System, including any land use restrictions, known underground structures or equipment, or limitations arising under Applicable Law, as well as any additional Environmental Documents, reports or studies in the possession or control of the Purchaser, which shall each have been delivered to Provider as of the Effective Date:

Type of Information	Information Delivered to Provider as of the Effective Date
Phase I environmental site assessment	Not Provided
Reports on site sampling (soil or groundwater)	Not Provided
Land use restrictions imposed by governmental authorities	Not Provided
Lease restrictions on proposed solar installation	Not Provided
Cleanup plan, corrective action plan or permits applicable to Premises	Not Provided
Open spill reports or unresolved release reports	Not Provided
Known underground storage tanks, foundations, utilities	Not Provided
Utility easements or public rights of way	Not Provided
Completed closure or “cap” on buried waste or other materials	Not Provided
Systems in place for extracting and collecting methane, groundwater or leachate	Not Provided
Subject to the control of a trustee, group of entities or entities other than landlord and/or Purchaser	Not Provided

VII. Schedule 7 – Specific items for Scope of Work

1. Provider Responsibilities

- 1.1. Provider is responsible for the design and installation of the System, however Purchaser shall review Provider's proposed System design, (location, array and gear siting, and general conformance), which shall be subject to Purchaser's approval prior to the permit submittal to the authority having jurisdiction. The Parties agree that this review will take no longer than 5 business days. Notwithstanding the foregoing, Purchaser is not responsible for the design and installation of the System and Purchaser's approval shall not in any way waive Purchaser's rights under this Agreement.
- 1.2. Provider is responsible for completing structural evaluation as it relates to the structural feasibility of the System to be installed at Purchaser's premises. Provider will not be responsible for structural upgrades to Purchaser's building structure or roof structure.
- 1.3. Provider intends to interconnect the System to single Purchaser owned 480V service equipment as identified in Schedule VIII, System Layout. Provider assumes that existing conductors and service equipment are sufficiently capable of accepting the additional electrical load of the System. Provider shall not bear responsibility for any required upgrades to the pre-existing electrical system.
- 1.4. Provider intends to tie-in new System conductors during a full service shut down and will do so during off hours to minimize impact to Purchaser's facility at a mutually agreeable time. Provider does not intend to provide temporary generator power during this timeframe.
- 1.5. Provider shall bear all fees associated with the interconnection application, except that Provider shall not be responsible for transmission and/or distribution upgrades determined necessary by the Local Electric Utility. Such upgrades shall be handled according to Schedule 2.
- 1.6. Provider assumes that the power quality of Purchaser's pre-existing electrical infrastructure conforms to established specifications. Provider shall not be responsible for correcting electric service power quality issues that are determined in the engineering, installation, and/or commissioning of the System.
- 1.7. Provider agrees to construct the System in no more than one construction phase.
- 1.8. Provider intends to surface mount conduit on the rooftop and intends to exterior mount conduit from rooftop down to the existing main electrical room at the Premises.
- 1.9. Provider does not assume to modify any existing or install any new lightning protection system, lightning arrestor system.
- 1.10. Provider shall: a) pay and shall require its contractor(s) hired to install and construct the System on the Premises to pay the prevailing rates of wages as required by the Illinois Adjustable Block Program and the Illinois Prevailing Wage Act; b) otherwise comply with and require its contractors hired to install and construct the System to comply with all provisions of the Illinois Prevailing Wage Act, including but not limited to the notice, record keeping and submission of certified payroll to the Illinois Department of Labor's portal requirements; and c) ensure that Provider's Contractor shall provide performance and payment bonds in accordance the Illinois Public Construction Bond Act (30 ILCS 550/1 *et seq.*) in connection with the Installation Work. Provider shall not be liable for any conditions which may cause or be conducive to any labor complaints, troubles, disputes, or controversies at the Premises, which interfere or are likely to interfere with the operations of Purchaser or with the operations of licensees, or other users of the Premises.
- 1.11. Provider design assumes array level rapid shutdown in accordance with NEC 2014.

2. Purchaser Responsibilities:

- 2.1. Purchaser shall, in the event that any pre-existing permits relating to other construction at the Premises need to be closed out in order to proceed and/or complete the installation of the Systems, be responsible for engaging the relevant resources at its sole expense to close out any open permit(s).
- 2.2. Purchaser shall deliver to Provider all as-built drawings of the facility (structural and electrical) as required to fully develop the solar plan sets and designs.
- 2.3. Purchaser acknowledges that the System has not yet been assessed by the FAA. Should mitigations arise because of excessive glare, the Parties will work together to find a mutually acceptable solution. In the event the Parties are unable to agree on an acceptable solution, either Party shall have the right to terminate this Agreement with ten (10) days written notice to the other Party. Upon termination,

the Purchaser shall be obligated to pay any Early Termination Fee to Provider, as specified in Schedule 3. ~~in which case n~~Neither Party shall have any liability to the other Party.

- 2.4. Purchaser shall collaborate with Provider for ample laydown and material/equipment staging areas on the Premises for Providers use during construction, provided such use does not unreasonably burden Purchaser's operations.
- 2.5. — Provider will not be responsible for roof repairs deemed necessary prior to the installation of the System to maintain roofing warranty and/or make the roof solar ready. Provider will coordinate with the roofing membrane manufacturer and/or warranty holder of the existing rooftop in order to ensure warranty compliance with System design and System installation activities and will coordinate with the same in order to ensure that the existing warranty resumes after the completion of the System installation, including reasonable overburden fee as may be required by the roofing membrane manufacturer. Provider will not be responsible for any new roof warranties or extensions to existing roof warranty terms.
- 2.6. Purchaser acknowledges that Provider will not install spare conduits, security cameras, or rooftop lighting.
- 2.7. Purchaser acknowledges that Provider will install, at its own cost and expense, to the extent required, permanent fall protection on any sloped roof where no parapet is present, in order to allow for ongoing operations and maintenance. The design and specifications for any such fall protection equipment shall be subject to Purchaser's prior approval.
- 2.8. Purchaser acknowledges that Provider will use Purchaser's water source during the operations and maintenance period in support of module washing, to the extent necessary.

VIII. Schedule 8 – Site Diagram

IX. Schedule Nine – Upgrades, Scope and/or Schedule Change Acknowledgment

This Acknowledgment is made in accordance with Section 13 of the Special Conditions, as defined in that Energy Service Agreement – Solar, between **OAK BROOK PARK DISTRICT** (“Purchaser”) and FFP Origination, LLC (“Provider”), dated _____ (the “Agreement”) for the **PROJECT** located at **PROJECT ADDRESS IF KNOWN** (the “Project”). Upon execution by both Purchaser and Provider, this Acknowledgment shall be effective as of _____, 20254 (the “Acknowledgment Effective Date”).

1. Type of Change: **[CHECK THE CORRECT BOX]**

- ☐ Distribution Upgrades (ITC Eligible)
☐ Scope Changes (ITC Eligible)
☒ Scope Changes (Non-ITC Eligible)
☒ Other: Rate increase outside of the scope changes in Schedule 2

2. Description of Change: **[INSERT DESCRIPTION AND IF PROVIDER SEEKING EXTENSION FOR GOOD CAUSE, PROVIDER TO DETAIL CIRCUMSTANCE AND ACTIONS PROVIDER IS TAKING TO COMPLETE SYSTEM ON AGREED UPON SCHEDULE]**

i. Scope Changes (Non-ITC Eligible) – XX

XX

<u>Description</u>	<u>Current PPA Rate</u>	<u>Total PPA Increase</u>	<u>New PPA Rate</u>

ii. Early Termination Fee

The kWh Rate and the Early Termination Values (due to the kWh Rate being updated) set forth in Schedule 2 of the Special Conditions shall be updated per Section 3 below.

3. kWh Rate and Early Termination Fee: **[IF NO IMPACT TO RATE OR ETF THEN DELETE]**

PPA Rate Table

<u>Term Year</u>	<u>kWh Rate (\$/kWh)</u>	<u>Term Year</u>	<u>kWh Rate (\$/kWh)</u>
<u>1</u>		<u>11</u>	
<u>2</u>		<u>12</u>	
<u>3</u>		<u>13</u>	
<u>4</u>		<u>14</u>	
<u>5</u>		<u>15</u>	
<u>6</u>		<u>16</u>	
<u>7</u>		<u>17</u>	
<u>8</u>		<u>18</u>	
<u>9</u>		<u>19</u>	
<u>10</u>		<u>20</u>	

Early Termination Fee

<u>Early Termination Occurs in Year:</u>	<u>Column 1 Early Termination Fee where Purchaser does not take Title to the System (\$/Wdc including costs of removal)</u>	<u>Purchase Date Occurs on the 91st day following: (Each “Anniversary” below shall refer to the anniversary of the Commercial Operation Date)</u>	<u>Column 2 Early Termination Fee where Purchaser takes Title to the System (\$/Wdc, does not include costs of removal)</u>
<u>1*</u>			--
<u>2</u>			--
<u>3</u>			--
<u>4</u>			--
<u>5</u>			--
<u>6</u>		<u>5th Anniversary</u>	
<u>7</u>		<u>6th Anniversary</u>	
<u>8</u>		<u>7th Anniversary</u>	
<u>9</u>		<u>8th Anniversary</u>	
<u>10</u>		<u>9th Anniversary</u>	
<u>11</u>		<u>10th Anniversary</u>	
<u>12</u>		<u>11th Anniversary</u>	
<u>13</u>		<u>12th Anniversary</u>	
<u>14</u>		<u>13th Anniversary</u>	
<u>15</u>		<u>14th Anniversary</u>	
<u>16</u>		<u>15th Anniversary</u>	
<u>17</u>		<u>16th Anniversary</u>	
<u>18</u>		<u>17th Anniversary</u>	
<u>19</u>		<u>18th Anniversary</u>	
<u>20</u>		<u>19th Anniversary</u>	

4. Estimated Annual Production. **IF NO IMPACT TO ESTIMATED ANNUAL PRODUCTION THEN DELETE!**

<u>Term Year</u>	<u>Estimated Production (kWh)</u>	<u>Term Year</u>	<u>Estimated Production (kWh)</u>
<u>1</u>		<u>11</u>	
<u>2</u>		<u>12</u>	
<u>3</u>		<u>13</u>	
<u>4</u>		<u>14</u>	
<u>5</u>		<u>15</u>	
<u>6</u>		<u>16</u>	
<u>7</u>		<u>17</u>	
<u>8</u>		<u>18</u>	
<u>9</u>		<u>19</u>	
<u>10</u>		<u>20</u>	

5. For the avoidance of doubt, the change in kWh Rate referenced in this Acknowledgement shall not be included in the maximum total increase to the kWh Rate set forth in Schedule 2 of the Special Conditions. **THIS LANGUAGE SHOULD BE USED WHEN YOU ARE NOT USING THE SLIDERS AND WANT TO PRESERVE THE CURRENT SLIDERS.**

The Parties hereby acknowledge and confirm the terms set forth herein as of the Acknowledgment Effective Date.

OAK BROOK PARK DISTRICT

FFP Origination, LLC

By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____



Oak Brook Park District

BOARD MEETING

AGENDA ITEM – HISTORY/COMMENTARY

ITEM TITLE: SECTION 1 – ADMINISTRATIVE POLICIES AND PROCEDURES REVISION: INCLUSION OF THE PLEDGE OF ALLEGIANCE

AGENDA No.: 7 C

MEETING DATE: SEPTEMBER 22, 2025

STAFF REVIEW:

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

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

Commissioner Chan recommended that the Pledge of Allegiance be recited at the start of every public Park District Board meeting. Revisions to Section 1 of the Administrative Policies and Procedures Manual was last approved on July 21, 2025.

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

The U.S. flag would be placed in a clearly visible and unobstructed location within the meeting room, and all attendees would be asked to stand, if able, during the recitation. This addition would be reflected in Section 1 of the Administrative Policies and Procedures under the order of business as item number 2, immediately following the call to order and the roll call.

ACTION PROPOSED:

Request a motion (and a second) to approve Section 1 – Administrative Policies and Procedures Revision: Inclusion of the Pledge of Allegiance.



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1.1. Rules of the Board of Park Commissioners

The Board of Park Commissioners of the Oak Brook Park District (the "Board") shall operate in accordance with the Illinois Park District Code, 70 ILCS 1205/1 *et seq.* (the "Park District Code") and all applicable local, state and federal laws, rules and regulations (collectively "state and federal law(s)"). The following rules shall also govern the operation and conduct of the Board (the "Rules"). Should any conflict arise between any provision or policy included in these Rules and any state and federal law(s), the applicable state and federal law(s) shall govern and control.

I. MEETINGS

A. Generally. All regular, rescheduled, public and special meetings of the Board shall be posted and open to the public as provided in the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* ("Open Meetings Act").

B. Regular Meetings.

1. A schedule of all regular schedule Board meetings for the calendar year shall be made available at the beginning of each calendar year in accordance with the Open Meetings Act ("Annual Meeting Notice"). The Board shall hold its regular meetings on the third (3rd) Monday of each month, at 6:30 p.m., at the Oak Brook Park District Recreation Center, or at such other time and location as may be specified in the Annual Meeting Notice, unless a regular meeting is rescheduled as provided in Paragraph B.2 of this Section.

2. If a majority of the Commissioners approves any changes to the Board's regular meeting dates set forth in the Annual Meeting Notice, the Executive Director shall provide at least ten (10) days' notice of such change by publication in a newspaper of general circulation in the District. Notice of such change shall also be given to all Commissioners and to any news medium that has annually requested notice of meetings, and by posting notice of such change at the District's Administration Office of the Family Recreation Center and the District's website. R

C. Annual Meeting

The annual meeting of the Board of Park Commissioners shall be conducted in May in each year during the Board's regularly scheduled meeting, at the Oak Brook Park District Family Recreation Center, 1450 Forest Gate Road, Oak Brook, 60523.

D. Special Meetings. In accordance with the Park District Code, special meetings of the Board may be initiated at the request of the President or any two Commissioners. At least forty-eight (48) hours before such a special meeting, the Executive Director shall provide notice of the date, time, place and agenda for such special meeting to all Commissioners and to any news medium



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that has annually requested notice of meetings, and shall post notice of such meeting at the District's Recreation Center and on the District's website.

E. The Executive Director or their designee shall be responsible for providing notice of all regular, special and rescheduled meetings in accordance with the requirements of the Open Meetings Act.

F. Agenda. The Executive Director is responsible for the preparation of the agenda for all Board meetings including committee meetings. A Board packet for the regular Board meeting including the meeting agenda, will be provided (delivered or emailed) to all Commissioners no less than 48 hours in advance of the meeting, or otherwise in accordance with the Open Meetings Act. The agenda shall also be sent to any news medium that has annually requested notice of meetings and shall notice of such meeting shall be posted at the District's Recreation Center and on the District's website.

G. Quorum. Three members of the Board or committee physically present at the location of a lawfully scheduled and noticed open or closed meeting, shall constitute a quorum for each Board or committee meeting and for the transaction of business. The affirmative vote of 3 Board members is necessary to adopt any motion, resolution, or ordinance, unless a greater number is otherwise required by any law.

H. Closed Meetings. By a vote of a majority of the Commissioners present, the Board or any Board committee may hold meetings closed to the public or close a portion of any meeting to discuss matters exempted from public discussion under the provisions of the Open Meetings Act. Any such closed meetings shall be scheduled, conducted, and recorded in accordance with the Open Meetings Act. No final action may be taken at a closed meeting.

I. Commissioner Attendance by Other Means. If a quorum of the members of the Board is physically present, a majority of the Board may allow a member to attend the meeting by video or audio conference, but only in accordance with the requirements of the Open Meetings Act and the following requirements:

1. The member is prevented from physically attending because of (i) personal illness or disability; (ii) employment purposes or the business of the District; (iii) a family or other emergency; or (iv) unexpected childcare obligations. The Board may also conduct meetings remotely in the event the Governor or Illinois Department of Public Health has issued a disaster declaration related to public health concerns pursuant to 5 ILCS 120/7(e).
2. The member notifies the Board secretary before the meeting unless advance notice is impractical.



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3. All required notice of the meeting has been provided as required by the Open Meetings Act.
4. The member participating remotely and other Board members must be able to communicate clearly and effectively, and members of the audience must be able to hear all communications.
5. Minutes of any such meeting must: a) record the Board's vote authorizing the Board member to attend by video or audio; and b) reflect and state specifically whether each Board member is physically present, present by video, or present by audio means. The minutes shall include any statements made or vote taken by the absent member who participated in the meeting by video or audio conference.



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II. COMMISSIONERS

ROLE

The role of the Park District Board Commissioner is to serve the patrons of the Oak Brook Park District by understanding the needs of the community and by providing strategic direction and support to staff to meet those needs.

TERM OF SERVICE

The Park District Board Commissioner is elected by residents within the Oak Brook Park District's jurisdictional boundaries to serve a 6-year term. A Commissioner may be reelected to serve an unlimited number of 6-year terms.

RESPONSIBILITIES

The responsibilities of a Park Board Commissioner shall include but are not limited to the following:

- Communicate with the public to gain an understanding of their needs to ensure the Park District is meeting those needs.
- Help set a strategic direction that adopts goals relating to the vision and mission of the District.
- Adopt policies based on well researched guidance from the Executive Director that allow the District to run efficiently, effectively, legally and ethically.
- Be well versed on the Park District's mission, services, policies and programs.
- Be an advocate for the District by identifying personal connections, networks and partnerships to secure financial resources and influence public policy to achieve its mission.
- Follow conflict of interest and confidentiality policies of the Board and assist the Board in carrying out its fiduciary duties.
- Promote the image of the District.
- Monitor the finances of and protect the assets of the Park District.
- Develop a solid understanding of laws, policies, and procedures associated with Board service.
- Board members are expected to attend scheduled meetings, thoroughly review board packets and related materials in advance, and actively participate in discussions to fulfill their decision-making responsibilities effectively.



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- Elect Board Officers – President, Vice President, Secretary and Treasurer.
- Attend and participate in special events and District functions.
- Hire, terminate, supervise, evaluate and support the Executive Director.
- Attend Board retreats, in-service workshops, required training, and participate in other Board development activities.
- Comply with the Code of Ethics and Conduct as set forth in the Rules and adhere to all other policies set forth in this Manual.

TRAINING

Board members shall develop a solid understanding of laws, policies, and procedures associated with serving on the Board, including but not limited to:

- Rules of the Board of Park Commissioners as set forth in this Section 1.1 of the Manual;
- Park District Code;
- Open Meetings Act;
- Freedom of Information Act;
- State Officials and Employees Ethics Act;
- Local Government Travel Expense Control Act; and The District's Non-Discrimination and Sexual Harassment Policies

III. BOARD ETHICS AND CODE OF CONDUCT

The following Ethics and Code of Conduct ("Code of Conduct") are the rules of behavior by which the Commissioners shall abide including the principles, standards and ethical expectations that Commissioners must meet as they interact with and on behalf of the District.

A. ETHICS

Board members are expected to be of high moral and ethical character and work together as a team to serve the community by delivering top quality park and recreational opportunities. Each Board member is expected to act in the best interests of the District and be free of outside influence and self-interests. In accordance with this policy, Board members will educate themselves about and comply with all other federal, state and local laws, regulations, and



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ordinances applicable to the conduct of the Park District's elected officials. These include but are not limited to, the Open Meetings Act (5 ILCS 120/1 *et seq.*), the Public Officials Prohibited Activities Act (50 ILCS 105/0.01 *et seq.*), the State Officials and Employees Ethics Act (5 ILCS 430/1-1 *et seq.*), the Government Ethics Act (5 ILCS 420/1-101 *et seq.*), the official misconduct and public contracts provisions of the Illinois Criminal Code (720 ILCS 5/1-1 *et seq.*), the Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), the District's own Ethics Ordinance 04-0510 (*See Appendix A*), and any and all other applicable conflicts of interests provisions, whether established by federal, state or local laws or by common law.

The patrons of the Oak Brook Park District are entitled to fair, ethical, and accountable local government. To maintain this, the Board commits to the following principles:

1. **Act in the Public Interest**
Board members shall serve the common good of the public, ensuring fair and equal treatment of all persons and transactions. Board members shall be motivated only by a desire to serve the citizens and the District. Board members represent all residents of the District and should avoid representing special interest groups.
2. **Comply with Laws**
Board members shall comply with all applicable federal, state, and local laws in conducting their public duties. The Board, as a whole, is the legal corporate authority of the District. As an individual, a Board member has no legal authority to determine policy, give directions to District personnel, to act or speak for the Board unless specifically authorized to do so by official Board action, or to expend funds or incur liability of the District.
3. **Exemplary Conduct**
Board members shall maintain exemplary professional and personal conduct, avoiding even the appearance of impropriety. Board members shall refrain from abusive behavior, personal accusations, or verbal/physical attacks against others.
4. **Respect for Process**
Board members will work with the Executive Director and shall perform their duties according to established processes and rules, ensuring meaningful public involvement and orderly policy implementation. Board members should respect the Board's commitment to implement its policies through the Executive Director and to rely on the Executive Director to handle the administrative and operational functions of the District.
5. **Respect for Time**
Spend time in Board Meetings on strategic planning, policies, and procedures, not on operational details that are the Executive Director's responsibility.
6. **Board Meetings**
Board members shall prepare for and focus on the business at hand, listen attentively, and avoid disrupting meetings.



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7. Commitment to Attendance and Preparation

Board members are expected to attend scheduled meetings, thoroughly review Board packets and related materials in advance, and actively participate in discussions to fulfill their decision-making responsibilities effectively.

8. Merit-Based Decisions

Board members shall base decisions on the merits of the matter at hand, not on unrelated considerations.

9. Transparent Communication

Board members shall disclose any substantive information received outside the public decision-making process before considering the matter.

10. Conflict of Interest

Board members shall avoid using their positions to influence decisions in which they have a material financial interest or personal relationship, disclosing conflicts and recuse themselves from all discussion, deliberation and vote taken about the issue as required by applicable state and federal law.

11. No Gifts or Favors

Board members shall not accept gifts or favors that might compromise their judgment or actions.

12. Confidentiality

Board members shall respect the confidentiality of certain information and not use it for personal gain. Board members shall respect the confidentiality appropriate to issues of a sensitive nature and maintain the confidentiality of matters discussed in closed session unless the discussion is contained in the minutes of the closed session and the Board has voted to release the minutes of the closed session to the public.

13. Use of Public Resources

Board members shall not use public resources for private gain or personal purposes.

14. Representation of Private Interests

Board members shall not represent private interests before the Board or any committee of the District.

15. Advocacy

Board members shall represent official policies when authorized and clearly distinguish personal opinions from those of the Board or District.

16. Unity

In the discharge of their duties, Board members act collectively as a Board not as individuals. Board members should abide by the majority vote of the Board and support the determination of that majority. A Board member should not speak for the Board unless authorized to do so by the Board. Board members should align themselves with Board policies, goals, and objectives.

17. Policy Role

Board members shall respect the governance structure and not interfere with



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administrative functions or staff duties.

18. Positive Work Environment

Board members shall support a positive and constructive workplace for District employees and the public

19. Non-Discrimination; Non-Harassment Policy –Board members shall comply with the District’s non-discrimination non-harassment policies.

B. CONDUCT

This section outlines the rules of conduct by which the Commissioners shall abide with respect to each other, District staff, constituents, and others when representing the Oak Brook Park District. The guiding principle is "respect."

1. Board Member Conduct with One Another

While Board members have diverse backgrounds, values, and goals, Board members share a common commitment to the community. Board members must therefore respect each other and maintain a professional demeanor toward each other and work collectively, prioritizing the best interests of the Park District. The following are guidelines for Board member’s conduct with one another:

a) In Board Meetings:

- **Use Formal Titles:**
Refer to each other formally (e.g., President, Vice President, Treasurer, Commissioner).
- **Practice Civility and Decorum:**
Criticism should be respectful and constructive. Avoid abusive, slanderous, or threatening comments or actions.
- **Honor the President's Role:**
Support the Board President in maintaining order and focus during meetings. Follow parliamentary procedure to voice objections.
- **Effective Problem-Solving:**
Demonstrate how diverse views can lead to compromises benefiting the community.

b) In Private Encounters:

- **Maintain Respectful Behavior:**
Show the same respect in private as in public discussions.
- **Be Mindful of the Freedom of Information Act:**
Treat voicemails, emails and any method of communication as potentially being subject to disclosure in response to a FOIA request.



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- **Recognize Public Presence:**
Board members' actions and words may be publicly scrutinized, and private conversations can become public.

2. Board Member Conduct with District Staff

Effective governance relies on cooperation between Board members and staff. Mutual respect between Board members and staff is essential. The following are guidelines for Board member's conduct with Park District staff:

- **Treat Staff as Professionals:**
Board members shall exercise professionalism in all interactions with staff. Board members must communicate with and treat all District staff equally and without impartiality or bias. .
- **Do Not Disrupt Staff:**
Be respectful of staff's time and avoid interrupting the Executive Director and other District staff during their work unless an emergency exists. To the extent possible, schedule meetings in advance.
- **Avoid Public Criticism:**
Do not criticize staff publicly or directly; address any direct or indirect concerns regarding District staff privately with the Executive Director.
- **No Political Solicitation:**
Do not solicit political support from staff. Staff may support candidates as private citizens outside of work hours and the workplace.

3. Board Conduct with the Public

Board members are expected to maintain professionalism at all times when representing the Park District in public settings.

a) Board Member Conduct in Board Meetings:

- **Be Welcoming:**
Make the public feel welcome at Board meetings. Show respect and professionalism to all speakers. While questions for clarification are allowed, the primary role during the Open Forum is to listen.
- **Be Fair and Equitable:**
The Board President will announce time limits at the start of Open Forum, which is generally five minutes per speaker. Respect the speaker's time to speak.
- **Active Listening:**
Actively listen to any speaker at a Board meeting, attempt to make eye contact with the speaker and avoid disrupting the speaker or otherwise engage in any display of



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disrespect.

- **Maintain an Open Mind:**
Allow individuals of the public to challenge or provide constructive criticism regarding the Board's decisions, policies, or general governance. Board members may ask for clarification from the speaker but avoid debate and argument.
- **No Personal Attacks:**
Avoid personal attacks in any circumstance. Be mindful of body language and tone of voice to prevent appearing intimidating, harassing, or aggressive.
- **Follow Rules Established for Open Forum:**
Review and be knowledgeable regarding the Rules Established for Open Forum. .
- **Calm and Focused Discussions:**
If speakers become flustered or defensive, the Board President is responsible to maintain order and decorum. Board members may ask questions to clarify or expand information the speaker is providing but should not engage in debate with the speaker.

b) Board Conduct in Unofficial Settings:

- **Confidentiality**
Board members shall respect the confidentiality appropriate to issues of a sensitive nature and maintain the confidentiality of matters discussed in closed session unless the discussion is contained in the minutes of the closed session and the Board has voted to release the minutes of the closed session to the public.
- **Make No Promises:**
Board members must always keep the best interests of the District in mind and conduct themselves accordingly. Board members represent all residents of the District and should avoid representing special interest groups. When asked about Board actions or opinions, provide a brief overview, if appropriate and subject to any confidentiality requirements, and refer to staff for further information. Do not promise specific actions or outcomes on behalf of the Board or staff. Board members should also avoid making public promises or statements regarding their votes or position on an issue prior to an official meeting.
- **Avoid Personal Comments:**
Board members may disagree on an issue but should abide by the majority vote of the Board and support the determination of that majority. Board members should align themselves with Board policies, goals, and objectives. Board members should not publicly make derogatory comments about other Board members.
- **Remember Your Role:**
Board members are constantly observed by the community, and it is important to act with professionalism, honesty and respect, always reflecting the dignity of the position.



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4. Elected and Appointed Officials' Conduct with the Media

a. The Executive Director is the official spokesperson for the Park District matters. If an individual Board member is contacted by the media, the Board member should direct the requester to the Executive Director or the Board's designated spokesperson.

b. Under some circumstances it may be appropriate for the Board President or a designated Board spokesperson to speak to a media representative about a matter with which that Board member has particular experience or expertise.

If the Board member chooses to engage with the media, they should be clear about whether their comments represent the official Park District position or a personal viewpoint. The following is also recommended:

- i. Do not make statements "off the record." Most members of the media follow journalistic ethics and can be trusted to keep their word but one poor experience with an unethical journalist can be catastrophic. Words that are not said cannot be quoted.
- ii. Choose Words Carefully and Cautiously
Comments taken out of context can cause problems. Be especially cautious about humor, sarcasm, or word play. It is never appropriate to use personal slurs or swear words when talking with the media.



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C. COMPLAINT PROCESS

1. Eligibility

In the event a Park Board Commissioner is in violation of the Code of Conduct as provided herein or has otherwise engaged in misconduct, any Park Board Commissioner is eligible to file a complaint against another Commissioner ("Complaint").

2. Guidelines - Complaint against any Commissioner shall be managed as follows:

- a) Complaint is filed and the procedure set forth in Section 3 is followed.
- b) Commissioner Due Process Rights. The named Commissioner in the Complaint shall have the following rights in the Complaint process:
 - The opportunity to respond to the substance of the Complaint;
 - The opportunity to address any and all witnesses;
 - The opportunity to review and respond to any and all documents related to the Complaint;
 - The opportunity to have a Hearing, as defined below, on the allegations set forth in the Complaint; The opportunity to participate in any informal resolutions; and
 - The opportunity to speak to the nature of any sanctions sought to be imposed if and to the extent the Board determines sanctions are appropriate, as provided for herein.
- c) Neither the Commissioner making the Complaint in good faith nor the Commissioner against whom the Complaint is directed shall be subjected to any unjust treatment.
- d) The Board and the Commissioner named in the Complaint may agree to an extension of time needed to comply with the Complaint procedures set forth herein .
- e) The Commissioner filing the Complaint may submit a written request to amend or withdraw their Complaint at any time.

3. Procedures

- a) Complaints will be processed in the following manner, within the stated time limits:

Step I: Initial Complaint

- The Complaint shall be presented to the Board President.
- Within ten (10) working days from the date of the conduct complained of, or as soon thereafter as practicable, considering the Board's meeting schedule, the Board President shall present the Commissioner named in the Complaint with the written Complaint,.



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- After presenting the Complaint to the accused Commissioner, the Board President will convene a closed session within 30 days or at the next available Board Meeting, whichever occurs first, in accordance with Section 2(c)(1) of the Open Meeting Act, 5 ILCS 120/2(c)(1), for purposes of discussing the Complaint as set forth in Step II.

Step II: Presentation of Complaint/Hearing with the Board

- The Complaint will be presented in a closed session, at a time determined by the Board President ("Initial Closed Session Meeting"). The accused Commissioner shall be given no less than twenty-four (24) hours' prior notice of Initial Closed Session Meeting. The Board President will present the Complaint to the entire Board. The accused Commissioner will then have an opportunity to respond to the Complaint. Only information pertinent to the Complaint shall be discussed at the Initial Closed Session Meeting.
- If the matter is not resolved upon this initial presentation and discussion of the Complaint, the matter shall be advanced to a formal Hearing before the Board, as provided in Step III.

Step III: Sanction Procedures

- In the event the Board determines the alleged violation in the Complaint warrants discipline of the Commissioner, the matter shall be scheduled for a hearing before the Board ("Hearing"). A Hearing in closed session shall be scheduled by the Board President at a time and date convenient for the accused Commissioner, however, in no event shall the Hearing be held beyond a period of thirty (30) days from the date of Initial Closed Session Meeting, unless good cause is shown for said extension.
- The Board President shall present the information and evidence relating to the Complaint. The accused Commissioner will then be afforded an opportunity to respond to the allegations in the Complaint and to provide and offer any information or evidence in support of his or her defense against the allegations in the Complaint. Thereafter, the Board will deliberate in the presence of the accused Commissioner and will determine whether or not sufficient information was provided to support the allegations in the Complaint and, if so, whether discipline of the accused Board Member is necessary and/or appropriate.
- When a violation is determined by a vote of two-thirds (2/3) of the entire Board, after affording the accused Commissioner an opportunity to be heard, the Board



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may impose discipline, as provided for herein. The discipline imposed shall be determined based upon the same two-thirds (2/3) vote of the Board. The Board can thereafter determine by a two-thirds (2/3) vote as to whether any discipline imposed shall be done in open or closed session meeting of the Board.

Step IV: Decisions Final

- It is understood that the decision, as reflected in a vote of two-thirds (2/3) of the entire Board shall be a final decision. The Board shall maintain all Board meeting minutes as required by law.

4. Forms of Discipline:

- The accused Commissioner will not be subject to discipline in the event a determination is made that the allegations in the Complaint were false or sanctions are otherwise not warranted.
- If after the Complaint and a Hearing is completed as outlined above, a determination has been made that the Commissioner violated the Code of Conduct, the Rules, or any state or federal law, the Board may impose a disciplinary action against said Commissioner. The determination to impose said sanction must be approved by a vote of two-thirds (2/3) of the entire Board. Corrective measures or discipline will be appropriate to the alleged violation, considering the facts and circumstances and applicable law. Such discipline may include but not be limited to the following:

a. Oral Reprimand/ Censure

b. Written Reprimand

- If the violation is more serious in nature or is a continuation of a previously determined violation.

c. Meeting Suspension

- If the violation is more serious in nature or is a repeat or continuation of a previously determined violation.



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Oak Brook Park District Board of Commissioners

BOARD MEMBER STATEMENT

As a Board member of the Oak Brook Park District Board of Commissioners, I agree to uphold the Code of Ethics and Conduct ("Code of Conduct") set forth of Rules of the Board of Park Commissioners, Section 1.1 of the Oak Brook Park District's Administrative Policies and Procedures Manual. In my role as a Board member, I agree to conduct myself in accordance with the Code of Conduct. In support and furtherance of this statement, I shall:

- Recognize the worth of individual Board members and appreciate their individual talents, perspectives, and contributions;
- Help create an atmosphere of respect and civility where individual Board members, staff and the public are free to express their ideas and work to their full potential;
- Conduct my public affairs with professionalism, honesty, integrity, fairness, and respect for others;
- Respect the dignity and privacy of individuals and organizations;
- Keep the common good as my highest purpose and focus on achieving constructive solutions for the community;
- Avoid and discourage conduct which is divisive or harmful to the best interests of the Oak Brook Park District; and Treat all people with whom I come in contact in the way I wish to be treated.



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IV. BOARD OFFICERS

The officers of the Board of Park Commissioners shall be President, Vice President, Secretary, and Treasurer as prescribed by law, and such assistants and other officers as may be chosen by the Board.

All officers shall be elected by the Commissioners at the Board's annual meeting as provided in Section 1.C, and at such other times as a vacancy occurs. Officers shall hold office until the next annual meeting and until their successor is chosen. Vacancies may be filled by appointment by a majority of the remaining members of the Board at any Board meeting. In the case of the temporary absence or inability of any officer to act as such, the Board may fill the office *pro tempore*.



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A. PRESIDENT:

The President of the Board is the presiding officer at all meetings of the Board and shall seek to include all Commissioners present in the Board's discussions at any meeting.

The President's vote shall be called for on all matters before the Board in the normal voting rotations with other Commissioners.

ROLE

The role of the President is to lead the Board of Commissioners in setting a strategic direction for the Park District to serve the needs of the community.

TERM OF SERVICE

The President is elected by the Board of Commissioners for a one-year term. A Commissioner may serve as President for an unlimited number of one-year terms.

RESPONSIBILITIES

The duties of the President shall include but not be limited to the following:

- Serve as presiding officer at all meetings of the Board and preserves order and decorum at those meetings.
- Facilitate discussion at the meeting and establish committees and appoint committee chairs as appropriate to address issues.
- Collaborate with the Executive Director to prepare the Board meeting agenda.
- Keep all Board members abreast of important issues affecting the District and schedule an annual Board evaluation.
- Appoint a temporary Secretary of the Board to serve in the absence of the Board elected Secretary.
- Enforce Board policies and monitor execution of all ordinances passed by the Board, all contracts approved by the Board and all other documents and papers of the District that by law require an official signature.
- Serve as the official liaison between the Board and the Executive Director, any staff member, and the District's attorney.
- Conduct an annual performance evaluation of the Executive Director.



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- Serve as the District's spokesperson and official District representative to the Illinois Association of Park Districts and any other official legislative committee that will enhance the mission and vision of the District.
- Publish "*A Letter From The President*" in each of the District's seasonal brochures summarizing the accomplishments of the District and progress being made on projects.

B. VICE PRESIDENT:

ROLE

The role of the Vice President is to perform the duties of the President in their absence.

TERM OF SERVICE

The Vice President is elected by the Board of Commissioners for a one-year term. A Commissioner may serve as Vice President for an unlimited number of one-year terms.

C. SECRETARY:

ROLE

The role of the Secretary is to serve as local election official and legislative liaison for the District and manage the correspondence, minutes, ordinances, orders and resolutions of the Board.

TERM OF SERVICE

The Secretary is elected by the Board of Commissioners for a one-year term. The Secretary may serve an unlimited number of one-year terms.

RESPONSIBILITIES

The duties of the Secretary shall include but not be limited to the following:

- Attend all meetings of the Board.
- In the absence of both the President and Vice President at a meeting in which a quorum of Commissioners is present, call the meeting to order and call for selection of a President pro tempore for that meeting by a majority vote of the Commissioners present at the meeting.
- Authority to administer oaths and affirmations.
- Oversee the taking, completion, and recording of all minutes, ordinances, orders and resolutions of the Board including recording and taking minutes of all closed sessions



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of the Board, as well as regulating the schedule of disposal of such recordings, and the release of closed meeting minutes to the public according to State law. Cause publication of all ordinances required to be published by statute.

- Sign all Board ordinances, resolutions and other official documents of the Board as needed, serve as official custodian of Board minutes, records and legal documents.
- Oversee the official correspondence of the Board.
- Serve as the legislative liaison of the Board, keeping in contact with legislators and informing the Board of legislative issues of interest to the Board.
- Work with the Executive Director to ensure a comprehensive records management system is in place so that the Board is in compliance with all local, state and federal reporting laws and regulations.
- Act as the Local Election Official for the District unless otherwise designated by the Board or Executive Director.
- Perform such other duties as usually pertain to the office, as required by law, or as delegated by the Board.

D. TREASURER:

ROLE

The role of the Treasurer is to monitor the financial policies of the District.

TERM OF SERVICE

The Treasurer is elected by the Board of Commissioners for a one-year term. A Commissioner may serve as Treasurer for an unlimited number of one-year terms.

RESPONSIBILITIES

The duties of the Treasurer shall include but not be limited to the following:

- Act as liaison between the Board and the Executive Director on financial matters of the District.
- Work with the Executive Director to develop and monitor the financial policies and reports, and annual budget and tax levy of the District.
- Sign all appropriate financial documents as needed.
- Perform such other duties as usually pertain to the office, as required by law, or as delegated by the Board.



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V. BOARD PACKET DISTRIBUTION

The Executive Director, in consultation with the Board President, is responsible for preparing the agendas for all Board meetings and Board committee meetings. The Executive Director shall cause the Board and the District's General Counsel to receive appropriate agenda materials no less than three (3) days before each meeting, including such items as the meeting agenda, explanatory materials related to items on the agenda, a schedule of accounts payable set for approval, an account of the District's income and expenditures, and monthly staff reports, as appropriate.

VI. ORDER OF BUSINESS

A. The order of business of the Board shall be as follows:

1. ~~1.~~ Call to Order and Roll Call
- ~~1-2.~~ [Pledge of Allegiance](#)
- ~~2-3.~~ Open Forum
4. Consent Agenda
 - a. Approval of Agenda
 - b. Approval of Minutes
 - c. Approval of Financial Statements
 - d. Approval of Warrants
5. ~~Communications~~[Presentations](#)/Proclamations (if any)
6. Staff Recognition
7. Reports
8. Unfinished Business
9. New Business
- ~~10.~~ [Board of Commissioners to Share Communications](#)
11. Enter Closed Session (if any)
12. Closed Session (if any)
13. Arise to Open Session (If a Closed Session is held)
14. Announcement of next regular meeting
15. Adjournment

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B. No matter shall be presented to the Board for action at a regular meeting of the Board, unless such matter was first raised at a previous meeting, and placed on a future agenda by consensus of the Board; provided that this rule may be suspended in accordance with Section XII of these Rules.

Except as provided in these Rules, Commissioners shall generally present any requests for information from or direct the responsibilities of the Executive Director, any staff member, or the District's attorney at a meeting of the Board. If any such request is then approved by a majority of the Commissioners, the Executive Director, the staff member, or the District's attorney shall provide such information as exists to all Commissioners at or prior to the next meeting of the Board



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or, if the collection of information will require additional time, on such a date as determined by the Board at the recommendation of such persons. If there is a more immediate need for information from the Executive Director or any staff member or for an opinion from the District's attorney, the Commissioner requesting such information or opinion shall make their request to the Executive Director, who may seek the information or opinion immediately if the request is directly or indirectly related to discussions or direction already conducted or provided by the Board; however, if necessary to assure the Board's consensus, the Executive Director shall poll the Board for authorization to provide the requested information or opinion.

VII. VOTING

A. All Commissioners shall endeavor to vote aye or nay, except that a Commissioner may vote "abstain" or "present" when a conflict of interest exists which makes it improper under State law for the Commissioner to vote on the issue in question, or when the Commissioner determine that a vote of "abstain" or "present" is in the best interest of the District, and except that the Commissioners may act by a consensus of those present concerning matters for which a formal vote is not required by law, such as giving direction to the Executive Director, any staff member, or the District's attorney. The ayes, nays and abstentions shall be taken upon the passage of all ordinances, resolutions or motions, and as otherwise required by law, and shall be recorded in the minutes of the Board.

B. When requested by any two Commissioners, any motion submitted to the Board for a vote shall be reduced to writing before being voted upon.

C. The Board may, at any meeting, by unanimous consent, take a single roll call vote, by yeas and nays, on the several questions of the passage of any two (2) or more of the designated ordinances, orders, resolutions or motions that are placed together for voting purposes in a single group as part of a consent agenda. Instead of entering the names of the Commissioners voting yea and nay on the passage of each of the designated ordinances, orders, resolutions and motions included in the consent agenda, a single vote shall be entered in the minutes for the consent agenda. The taking of a single vote and the entry of the words "consent agenda" in the minutes shall be sufficient compliance with the requirements of this section of the Board's Rules. At the request of any individual Commissioner, an item may be removed from the consent agenda for further discussion and a separate vote. Items that may be placed on the consent agenda include, but are not limited to, approval of minutes, approval of monthly expenditures, approval of committee reports, and approval of ordinances, resolutions or policies previously discussed and on which there was a consensus of the Commissioners. Items that may not be placed on the consent agenda include but are not limited to bond ordinances, and ordinances, resolutions or policies on which no consensus has been reached by the Commissioners. If any item on the consent agenda requires a greater vote for passage than a majority vote of all elected Commissioners, the entire consent agenda must be approved by the required vote.



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D. In general, a vote or action of the Board may be reconsidered at any time, so long as there are as many Commissioners present as when the vote was originally taken. However, if the District has already approved a contract or made a commitment to a third party based on a prior vote, and such party has reasonably relied on the Board's action, reconsideration will not be allowed. A motion to reconsider must be made by a Commissioner who voted on the prevailing side when the vote was originally taken. If there is a change in the membership of the Board, by appointment or election, except as otherwise provided herein, reconsideration of a previous vote may be initiated by motion of any Commissioner and approved by a majority of the Commissioners. Once a motion for reconsideration is defeated, it may not be renewed or reconsidered.

VIII. ADDRESSING THE BOARD

- A. Pursuant to the Open Meetings Act (5 ILCS 120/2.06(g)), any person shall be permitted an opportunity to address the Board under the rules established by the Board. This article establishes the rules governing public comment.
- B. Unless compliance is waived by the majority of the Board, all persons wishing to address the Board at a regular meeting of the Board shall do so in compliance with these Rules, which shall be posted at the sign-in table outside the meeting room:
 - 1. No person who is not a Commissioner shall address the Board at any meeting without the consent of the majority of Commissioners present, except during the "Open Forum" portion of the agenda. The President may, without consent of the Board, recognize the Executive Director, any staff member, or the District's attorney who is present at such a meeting to authorize him/her to speak to an issue then under consideration.
 - 2. Any person invited to appear before the Board, including, but not limited to, a consultant or contractor, may address the Board in accordance with these Rules.
 - 3. During the "Open Forum" portion of the agenda, any member of the public may address the Board; provided that all speakers shall comply with these Rules and with any rulings of the President:
 - a. Any person wishing to address the Board must provide their contact information on the sign in sheet provided before the start of the meeting so that the Board or the Board's designee may provide a response, if required, to the comments and/or questions presented by the speaker.
 - b. During "Open Forum", the President of the Board shall extend an invitation to individuals wishing to address the Board. Individuals desiring to speak shall seek to be recognized then, upon recognition, approach the podium in an orderly fashion, one speaker at a time, stating their name and the subject matter or issue concerning which the person wishes to address the Board.



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- c. Speakers will not be required to state their home address; however, the President may ask the speaker to state whether or not they are a resident of the Village.
 - d. All comments must be directed only to the President and the Board members, and not to any member of the audience or Park District Staff.
 - e. In no event shall any person addressing the Board be permitted to speak for more than five (5) minutes without the express permission of a majority of the Board.
 - f. A speaker that is representing, or speaking on behalf of, an individual, group, or association will not be allocated additional time regardless of whether they are speaking for or on behalf of multiple people.
 - g. A speaker may not yield time to another speaker.
 - h. All speakers should be respectful of the Board and the audience members, and should be courteous, polite, and civil.
 - i. Speakers shall refrain from harassing or directing threats or personal attacks at Board members, District staff, other speakers or members of the audience. If any person engages in obscene, defamatory speech, or speech that constitutes an imminent threat to the safety of the Board, or anyone else in attendance at the meeting, or the premises, the President may immediately suspend the person's opportunity to speak. The President's decision shall not be overturned except by a majority vote of two-thirds (2/3) of the Commissioners present. .
 - j. No speaker may engage in conduct that is disorderly and that disrupts or interferes with the ability of the Board to conduct the public meeting. Any person, who engages in disorderly conduct during a meeting may be ejected from the meeting upon motion passed by a majority of the Commissioners present, or in the event of an emergency, at the direction of the President.
 - k. The speaker must speak only from the specific location in the public meeting room designated by the rules contained herein or by the President.
4. Any person that the President determines is violating any of these Rules may be required to terminate their comments and vacate the podium or be subject to other action as deemed necessary by the President. Additionally, the President or a majority of the members of the Board may require a person who continues to violate these rules to leave the premises of the meeting.



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5. The President may interrupt a speaker in order to enforce these Rules, and may limit the comments or take the floor from any speaker who the President determines is violating these Rules.
6. Before any member of the public addresses the Board during "Open Forum", the President of the Board may impose reasonable time limits on the time allowed for "Open Forum", and for each speaker who takes part therein, giving consideration to the probable number of speakers and to the hour.
7. The President may limit repetitive statements. Whenever possible, groups seeking to address the Board shall consolidate their comments and avoid repetition by using representative speakers on their behalf.
8. During the presentation and discussion of agenda items, the President will not recognize speakers in the audience unless the Board desires additional information from an audience member.
9. The presiding officer may limit irrelevant, immaterial, or inappropriate comments of statements, and shall have the right to halt or suspend public comments if the rules are not being followed.

- C. Members of the public shall have no right to address the Board at any regular or special meeting that is closed to the public in accordance with the requirements of the Open Meetings Act.
- D. Robert's Rules of Order, as amended by the Park Board, is the recognized parliamentary authority of all Park Board meetings.

IX. RULES GOVERNING PUBLIC RECORDING OF MEETINGS

A. Pursuant to the Open Meetings Act (5 ILCS 120/2.05), an individual from the public may record a Board meeting open to the public by tape, film or other means, subject to the rules as set for the by the Board for such recordings. The District's policy is to cooperate with representatives of the print and broadcast media and with other members of the public who wish to record public meetings of the Board by tape, film or other means, so long as said recordings are not disruptive to the meeting, and do not violate the rights of the members of the Board, District staff and the public.

B. Any person desiring to tape, film or record by other means a Board or Committee meeting open to the public may do so subject to the following rules. It is the intent of the Park Board in adopting these rules to provide reasonable access and opportunity to persons desiring to tape, film or make such recordings by other means while at the same time avoiding disruption to and interference with the conduct of the meeting, including the deliberative process, or the ability of



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other persons attending the meeting to see or hear the proceedings, or the creation of unsafe conditions or damage to property.

1. All recording equipment must be in place prior to the commencement of the meeting.
2. No equipment, wiring or accessory may be affixed or attached to any District property without the prior consent of the Executive Director, which consent may be withheld at the discretion of the Executive Director.
3. No person taping, filming or recording the meeting by other means shall by position, location or movement of self or equipment materially interfere with or obstruct any person's view of the meeting or ability to hear the meeting.
4. No person taping, filming or recording the meeting by other means shall by position, location or movement of self or equipment materially block or obstruct access to or from the meeting or to or from the seating in the meeting or to or from any emergency exit in the meeting room or constitute a tripping or other hazard.
5. Equipment or devices used may not emit sounds that are distracting to members of the audience or the Board.
6. While the use of special lighting necessary to tape, film or record a meeting by other means is permitted, lighting that creates a glare or shines in the eyes of persons attending or participating in the meeting or is otherwise obtrusive or distracting is not permitted. The President of the Board may require that such forms of artificial lighting not be used.
7. All taping, filming, or recording equipment and wiring used shall conform to applicable electrical codes. No accessory shall be plugged in or attached to any electrical outlet if doing so would create a safety hazard.
8. Persons operating equipment necessary to tape, file or record the meeting by other means shall be given a reasonable opportunity to modify their actions in order to conform to these rules.
9. If any provision of these rules or the application thereof to any person or circumstances is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the other provisions of these rules or the application thereof to other persons and circumstances.

X. MINUTES



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A. The Recording Secretary appointed by the Board, or their designee, shall attend all meetings of the Board, whether open or closed, and shall keep a full record of the proceedings in accordance with the Open Meetings Act. The unofficial minutes of the preceding Board meeting shall be approved and accepted by the Board at the next regular meeting of the Board after any required corrections are made. . Approved minutes of all Board meetings shall be made available to the public in accordance with the Open Meetings Act and the Freedom of Information Act.

B. Minutes of Board and committee meetings, open or closed, shall be prepared in conformity with the Open Meetings Act, and at a minimum shall contain: (1) the date, time and place of the meeting;(2) the members of the Board recorded as either present or absent and whether the members were physically present or present by means of video or audio conference; and (3) a summary of discussion on all matters proposed and deliberated, and in the case of an open meeting matters decided, and a record of any votes taken.

C. The Recording Secretary shall be responsible to assure that a verbatim recording of any closed meeting of the Board is made, and the Executive Director shall be responsible to store all such recordings and the written minutes of closed meetings in a place that will maintain the confidentiality of such recordings and minutes until such time as the Board determines that they no longer require confidentiality and makes them available for public inspection or authorize their destruction pursuant to Section 2.06(c) of the Illinois Open Meetings Act.

D. Any Commissioner may review such minutes prior to the Board's approval of a resolution making any minutes of closed meetings available for public inspection. The District's Attorney shall review the minutes of all closed meetings every six (6) months and shall recommend to the Board that any such minutes that no longer require confidential treatment should be made available for public inspection.

XI. ROBERT'S RULES OF ORDER

Robert's Rules of Order, most recent edition, shall generally govern the deliberations of the Board, except when in conflict with any of the specific provisions of these Rules.

XII. SUSPENSION OF RULES

At any meeting of the Board, a majority of Commissioners present may consent to suspend any or all of these Rules for the entire meeting or for certain matters to be considered at that meeting.

XIII. AMENDMENT OF RULES

These Rules may be amended or repealed at any regular meeting of the Board; provided, however, that written notice of any such amendment or motion for repeal shall be provided to each Commissioner at a meeting preceding the meeting at which the amendment or motion to repeal is to be presented.



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XIV. PROSPECTIVE CANDIDATE INFORMATION

The Board recognizes that, as good leaders, the members of the Board should actively seek qualified residents of the District to run for a position on the Board. In addition, Board members should take an active role in training newly elected Board members. The District's staff shall prepare an information packet containing essential information to be made available to prospective candidates. Additionally, the Executive Director and a department head shall provide at least one informational session for prospective Board member candidates.

Upon adoption, Ordinance 25-0721: *An Ordinance Implementing the Provisions of the State Officials and Employees Ethics Act (5 ILCS 430/1 et seq.)* will be incorporated as Appendix A.

Approved by the Board of Commissioners: June 15, 2015
Revisions approved by Board: August 15, 2016 Board Meeting
Revisions approved by Board: February 17, 2020 Board Meeting
Revisions approved by Board: April 19, 2021 Board Meeting
Revisions approved by Board: October 16, 2023 Board Meeting - Sect IG1- Pursuant to Public Act 103-031
Revisions approved by Board: August 19, 2024 Board Meeting
Revisions approved by Board: July 21, 2025 Board Meeting

Approved by the Board of Commissioners: January 20, 2025



Oak Brook Park District

BOARD MEETING

AGENDA ITEM – HISTORY/COMMENTARY

ITEM TITLE: LEGAL INVOICES IN WARRANT

AGENDA No.: 7 D

MEETING DATE: SEPTEMBER 22, 2025

STAFF REVIEW:

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

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

Commissioner Chan requested that more detailed information be included in the monthly warrant printout regarding all legal work performed.

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

To ensure the Oak Brook Park District maintains transparency while also protecting sensitive legal matters, staff recommend utilizing general invoice categories for attorney fees in lieu of detailed legal billing descriptions, particularly in documents that may become public. Detailed legal invoices can inadvertently disclose privileged attorney-client communications, litigation, or other confidential information. Once released publicly, even unintentionally, such disclosures could compromise the District's legal position or waive attorney-client privilege.

To balance transparency with confidentiality, staff proposes that legal invoices be publicly reported using broad, non-descriptive categories such as:

- General
- Capital Projects
- Personnel
- Litigation Matters
- Audit
- Real Estate
- Board of Review
- Finance

To ensure fiscal responsibility and transparency with the Board, the attorney's hourly rates will be summarized in a confidential memorandum to the Board that is not part of the public record.

ACTION PROPOSED:

Request a motion (and a second) to approve the inclusion of legal invoices in the warrant.

New Business



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ORDINANCE NO. 25-1020: AN ORDINANCE AUTHORIZING THE DESTRUCTION OF THE VERBATIM RECORD OF CERTAIN CLOSED MEETINGS

AGENDA No.: 8 A

MEETING DATE: SEPTEMBER 22, 2025

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

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

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

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

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

The following Closed Meeting recordings are now over 18 months in age.

March 18, 2024

ACTION PROPOSED:

For Review and Discussion Only

ORDINANCE NO. 25-1020
AN ORDINANCE AUTHORIZING THE DESTRUCTION OF THE
VERBATIM RECORD OF CERTAIN CLOSED MEETINGS

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

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

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

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

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

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

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

March 18, 2024

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

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

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

PASSED AND APPROVED THIS 20th DAY OF OCTOBER, 2025.

AYES: _____

NAYS: _____

ABSENT: _____

President Sharon Knitter

ATTEST:

Laure Kosey, Secretary



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE 25-1021: AN ORDINANCE
DECLARING SURPLUS PERSONAL PROPERTY AND
AUTHORIZING THE SALE OR CONVEYANCE THEREOF**

AGENDA No.: 8 B

MEETING DATE: SEPTEMBER 22, 2025

STAFF REVIEW:

Valerie Louthan, Superintendent of Facilities:

A handwritten signature in black ink, appearing to read "Valerie Louthan".

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

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

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

The Park District Code (70 ILCS 1205/8-22) provides that whenever a Park District owns any personal property that in the opinion of three-fifths (3/5) of the Board members then holding office, is no longer necessary, useful to or for the best interests of the District, three-fifths (3/5) of the Board members then holding office may, by ordinance, authorize the conveyance or sale of that personal property in any manner they may designate.

Items that have been recently identified as surplus property are listed in the attached Ordinance 25-1021.

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

The recommended manner of conveyance for each item is provided in the ordinance.

ACTION PROPOSED:

For Review and Discussion

ORDINANCE NO. 25-1021
AN ORDINANCE DECLARING
SURPLUS PERSONAL PROPERTY AND
AUTHORIZING CONVEYANCE OR SALE THERE OF

WHEREAS, the Park District Code (70 ILCS 1205/8-22) provides that whenever a Park District owns any personal property that in the opinion of three-fifths (3/5) of the Board members then holding office, is no longer necessary, useful to or for the best interests of the District, three-fifths (3/5) of the Board members then holding office may, by ordinance, authorize the conveyance or sale of that personal property in any manner they may designate, with or without advertising for sale; and

WHEREAS, the Oak Brook Park District (the “District”) owns certain personal property as follows:

Qty	Item	Brand	Color/Description/Model Number Serial Number	Disposal Method
1	Small Office Safe	Unknown	Brown Metal	Recycle
6	8ft Folding Tables	MityLite	Brown Plastic and Metal	Recycle
9	Card Fold Tables	MityLite	Brown Plastic and Metal	Recycle
1	Fitness Microphone Speaker and Speaker	Unknown	Black	Recycle
1	2 Drawer Filing Cabinet	Unknown	Black Metal	Recycle
4	Fitness Jumping Mats	Rogue	Black Covered Form Blocks Variety Sizes	Recycle
1	Fitness Base Stand	Unknown	Grey Metal	Recycle
20	Handheld Dumbbells	Unknown	Variety of Weights; 3lbs, 5lbs, 7lbs	Recycle
1	Floor Scrubber	Betco	Floor Power Scrubber	Recycle
1	Floor Scrubber	KaiWhiz	Floor Power Scrubber	Recycle
4	Body Mannequin	Century	Taekwondo Torso Training Mannequin	Recycle
6	Tot Chairs	Learning Products	Primary Colors and Plastic	Recycle
2	Tot Tables	Unknown	Natural Color and Wooden	Recycle
1	Slide Measure Sign	Unknown	Primary Color and Plastic	Recycle

(Hereinafter collectively referred to from time to time as the “Property”), which, according to the advice and recommendation of the District’s staff is no longer necessary, useful to or for the best interests of the District; and

WHEREAS, the District's staff has recommended that the Property, except for the Property designated to be recycled/discarded or traded-in, can best be sold directly by the District's Executive Director to a municipality, school district, or park district, or may be sold indirectly by utilizing the services of Obernauf Auction Services, Inc., 118 N. Orchard Street, Round Lake, IL 60073, (an Illinois Auction Firm; License # 444.000105), who shall post the availability of such Property, with a minimum acceptable price as determined by the District's Executive Director, and shall conduct the auction on behalf of the District by accepting bids for the purchase of the Property to the highest bidder; provided that, in the event that no bid is received for any portion of the Property to be sold by Obernauf Auction Services, Inc., any remaining Property shall be donated or disposed of as determined by the Executive Director; and

WHEREAS, the Board hereby accepts and adopts the recommendation of the District's staff with respect to the Property.

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

Section 1: The Property is hereby declared, by a three-fifths (3/5) vote of the Board members now holding office, to be no longer necessary or useful to or for the best interests of the District, and the Board hereby finds that it is in the best interest of the District to dispose of the Property as set forth in Section 2 of this Ordinance.

Section 2: The Board hereby authorizes:

a) The sale of the Property, not designated to be discarded or traded-in, may be sold directly by the District's Executive Director to a municipality, school district, or park district, or indirectly by utilizing the services of Obernauf Auction Services, Inc., 118 N. Orchard Street,

Round Lake, IL 60073, (an Illinois Auction Firm; License # 444.000105), who shall post the availability of the Property, with a minimum acceptable price as determined by the District's Executive Director, and shall conduct the auction on behalf of the District by accepting bids for the purchase of the Property to the highest bidder; provided that, in the event that no bid is received for any portion of the Property to be sold by Obernauf Auction Services, Inc., any remaining Property shall be donated or disposed of as determined by the Executive Director; and

b) All other Property to be discarded.

Section 3: All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of the conflict.

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

PASSED AND APPROVED THIS 20th DAY OF OCTOBER 2025.

Ayes: _____

Nays: _____

Absent: _____

OAK BROOK PARK DISTRICT

By:

Sharon Knitter, President

ATTEST:

By:

Laure L. Kosey, Secretary



Oak Brook Park District

BOARD MEETING

AGENDA ITEM – HISTORY/COMMENTARY

ITEM TITLE: SWIM CENTRAL OUT-OF-DISTRICT PRIVATE RENTAL FEES

AGENDA NO.: 8 C

MEETING DATE: SEPTEMBER 22, 2025

STAFF REVIEW:

Superintendent of Facilities, Valerie Louthan:

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):

Staff is requesting approval to increase Swim Central Out-of-District Private Rentals fees.

The proposed fee increase for Out of District is over 5%, which requires Board approval. The last increase of 3.2% was in the fall of 2023.

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

Swim Central and Splash Island add-on In-District Private Rental rate would remain the same:

\$680/2.0 Hours

\$210/2.0 Hours

Swim Central and Splash Island add-on Out-of-District Private Rental rate would increase from:

\$950/2.0 Hours to \$1,050/2.0 Hours = 9.5% increase

\$210/2.0 Hours to \$230/2.0 Hours = 8.7%

Below are five nearby park districts with similar aquatic attractions.

Hanover Park District \$1,200/2.0 Hours

Carol Stream Park District \$1,150/2.0 Hours

Boiling Brook Park District \$924/2.0 Hours

Schaumburg Park District \$800/2.0 Hours

Bartlett Park District \$760/2.0 Hours

The proposed increase is due to rising operational costs, market alignment, and revenue optimization while maintaining the In-District rate.

ACTION PROPOSED:

For Review and Discussion Only

Board of Commissioners to Share Communications

Enter Closed Session

10. ENTER CLOSED SESSION: For the purpose of discussing Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21); and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d) of the Open Meetings Act
11. CLOSED SESSION
 - a. Semi-Annual Review of Closed Meeting Minutes for Release
 - i. Resolution 25-1022: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1989 through August 2025
12. ARISE FROM CLOSED SESSION AND RESUME THE OPEN SESSION

The next Regular Meeting of the Oak Brook Park District Board of Commissioners will be held on October 20, 2025, 6:30 p.m.

Adjournment