



AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
February 19, 2018 – 6:30 p.m.
Canterberry Room

1. REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL
2. OPEN FORUM
3. CONSENT AGENDA
 - a. APPROVAL OF FEBRUARY 19, 2018 AGENDA
 - b. APPROVAL OF MINUTES
 - i. January 15, 2018 Regular Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING January 31, 2018
 - i. Approval of Warrant No. 608
4. COMMUNICATIONS/PROCLAMATIONS
 - a. Board of Commissioners to share communications
5. STAFF RECOGNITION
 - a. Greg Wooley, Graphic Designer, recipient of the Rising Star Award from the Communications and Marketing Section of the Illinois Parks and Recreation Association
6. REPORTS:
 - a. Administrative, IT, and Marketing Report
 - b. Finance & Human Resources Report
 - c. Recreation & Facilities Report
 - d. Parks & Planning Report





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7. **UNFINISHED BUSINESS**

- a. Ordinance 18-0219: An Ordinance Transferring Funds from the Corporate Fund to the Capital Projects Fund
- b. Ordinance No.18-0220: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings
- c. Resolution 18-0221: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2017
- d. Market Based Salary Range Adjustments
- e. Resolution 18-0118: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price Of \$10,000.00 Or More For the Tennis Center HVAC Project
- f. Electric Vehicle Charging Stations (This topic is tabled for the March 19, 2018 Board Meeting.)
- g. Ordinance No. 18-0222: An Ordinance Authorizing and Providing for an Installment Purchase Agreement, The Issuance of an Aggregate \$500,000 Debt Certificates, Series 2018, By and For the Oak Brook Park District, DuPage and Cook Counties, IL

8. **NEW BUSINESS**

- a. Turf Grass Mowing Bid
- b. Resolution 18-0319: A Resolution Authorizing and Approving Change Orders Involving an Increase in the Contract of \$10,000 Or More for the Family Locker Room Project

9. **THE NEXT SPECIAL MEETING OF THE OAK BROOK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD IMMEDIATELY FOLLOWING THIS MEETING.**

10. **THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON March 19, 2018, 6:30 p.m.**

11. **ADJOURNMENT**





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REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
February 19, 2018 – 6:30 p.m.
Canterberry Room

1. REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL *[Call to Order the Regular Meeting of the Oak Brook Park District Board of Commissioners and ask the Recording Secretary to conduct the Roll Call.]*
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.]*
3. CONSENT AGENDA *[Request a motion (and second) to approve taking a Single Omnibus Vote on the Consent Agenda, as Presented. **Roll Call Vote—VOTE MUST BE UNANIMOUS.***

*Then ask for a motion (and second) to approve the Consent Agenda, as presented. **Roll Call Vote...**]*
 - a. APPROVAL OF FEBRUARY 19, 2018 AGENDA
 - b. APPROVAL OF MINUTES
 - i. January 15, 2018 Regular Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING January 31, 2018
 - i. Approval of Warrant No. 608
4. COMMUNICATIONS/PROCLAMATIONS *[Discussion Only]*
 - a. Board of Commissioners to share communications
5. STAFF RECOGNITION *[Discussion Only]*
 - a. Greg Wooley, Graphic Designer, recipient of the Rising Star Award from the Communications and Marketing Section of the Illinois Parks and Recreation Association
6. REPORTS: *[Discussion Only]*
 - a. Administrative, IT, and Marketing Report
 - b. Finance & Human Resources Report
 - c. Recreation & Facilities Report
 - d. Parks & Planning Report





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7. UNFINISHED BUSINESS

- a. Ordinance 18-0219: An Ordinance Transferring Funds from the Corporate Fund to the Capital Projects Fund *[Request a Motion and a second to approve Ordinance 18-0219: An Ordinance Transferring Funds from the Corporate Fund to the Capital Projects Fund. **Roll Call Vote...**]*
- b. Ordinance No.18-0220: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings *[Request a Motion and a second to approve Ordinance No. 18-0220: An Ordinance Authorizing the Destruction of Verbatim Record for Certain Closed Meetings. **Roll Call Vote...**]*
- c. Resolution 18-0221: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2017 *[Request a Motion and a second to approve Resolution 18-0221: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1989 through December 31, 2017. **Roll Call Vote...**]*
- d. Market Based Salary Range Adjustments *[Request a Motion and a Second to adopt the market-based salary range adjustments as presented in the attached schedule. **Roll Call Vote...**]*
- e. Resolution 18-0118: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price Of \$10,000.00 Or More For the Tennis Center HVAC Project *[Request a Motion and a second to approve Resolution 18-0118: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000.00 or more for the Tennis Center HVAC Project. **Roll Call Vote...**]*
- f. Electric Vehicle Charging Stations (This topic is tabled for the March 19, 2018 Board Meeting.) *[No action required. This topic is tabled until March 19, 2018 Board Meeting.]*
- g. Ordinance No. 18-0222: An Ordinance Authorizing and Providing for an Installment Purchase Agreement, The Issuance of an Aggregate \$500,000 Debt Certificates, Series 2018, By and For the Oak Brook Park District, DuPage and Cook Counties, IL *[Request a Motion and a second to Approve Ordinance No. 18-0222: An Ordinance Authorizing and Providing for an Installment Purchase Agreement, the Issuance of an Aggregate \$500,000 Debt Certificates, Series 2018, By and For the Oak Brook Park District, DuPage and Cook Counties, Illinois. **Roll Call Vote...**]*





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8. **NEW BUSINESS** *[Discussion Only]*
 - a. Turf Grass Mowing Bid
 - b. Resolution 18-0319: A Resolution Authorizing and Approving Change Orders Involving an Increase in the Contract of \$10,000 Or More for the Family Locker Room Project
9. **THE NEXT SPECIAL MEETING OF THE OAK BROOK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD IMMEDIATELY FOLLOWING THIS MEETING.** *[Announce the next Special Board Meeting of the Oak Brook Park District Board of Park Commissioners will be held after a ten-minute recess of this meeting.]*
10. **THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON March 19, 2018, 6:30 p.m.** *[Announce the next regular Board Meeting of the Oak Brook Park District Board of Park Commissioners will be held on March 19, 2018, 6:30 p.m.]*
11. **ADJOURNMENT** *[Request a motion and a second to adjourn the February 19, 2018 regular meeting. **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.

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



**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
January 15, 2018 – 6:30 p.m.
Canterberry Room**

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

President Knitter called the Regular Meeting to order at 6:30 p.m. in the Recreation Center's Canterberry Room. Commissioners Truedson, Tan, Carson and President Knitter answered "present". Commissioner Trombetta was absent. Also present were Laure Kosey, Executive Director, Dave Thommes, Director of Recreation and Facilities, Marco Salinas, Chief Financial Officer, and Bob Johnson, Director of Parks and Planning. Steven Adams, Park District Attorney, arrived later in the meeting.

2. OPEN FORUM

President Knitter asked if there were any public comments.

There were no public comments.

3. CONSENT AGENDA

Motion: Commissioner Tan made a motion, seconded by Commissioner Truedson to approve taking a Single Omnibus Vote on the Consent Agenda, as presented.

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

Ayes: Commissioner Truedson, Tan, Carson, and President Knitter

Nays: None

Absent: Commissioner Trombetta

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

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

Ayes: Commissioner Truedson, Tan, Carson, and President Knitter

Nays: None

Absent: Commissioner Trombetta

a. APPROVAL OF JANUARY 15, 2018 AGENDA

b. APPROVAL OF MINUTES

i. December 11, 2017 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING DECEMBER 31, 2017

i. Approval of Warrant No. 607

4. COMMUNICATIONS/PROCLAMATIONS
 - a. Board of Commissioners to share communications

President Knitter said she had heard nice things about the locker rooms and the pool.

Commissioner Carson inquired about an email she had forwarded to Ms. Laure Kosey about the temperatures in the pool. Ms. Kosey said there were issues with cool water temperatures in the leisure pool. These issues have been repaired and the patron, who had emailed about the concern, was going to use the pool tonight.

5. STAFF RECOGNITION
 - a. None

6. REPORTS:
 - a. Administrative, IT, and Marketing Report:

Ms. Kosey asked the Board if it was easier to read the Marketing and Information Technology report. Modifications had been made to enlarge the format. The Board commented positively on the improvement.

Ms. Kosey said a special budget meeting would be scheduled to occur after the regular February 19, 2018 Board Meeting. The Board Meeting would start at the regular time of 6:30 p.m. The special meeting was for the purpose of discussing the budget for Fiscal Year 2018-2019. The capital projects will also be presented to Board.

Ms. Kosey said that staff is currently inputting the budget. Ms. Kosey said she has planned for a 4% merit increase, which would be administered according to the District's policy, and has budgeted a 10% increase for health insurance which would go into effect July 1, 2018.

Ms. Kosey reviewed some upcoming events: February 7, 2018 is Unwine Wednesday, a fundraiser for the new universal playground. La Barra is sponsoring this event. There will be various fundraisers and tickets are \$40 per person. February 9, 2018 is the staff recognition event which is held at Pinstripes and the Board is encouraged to attend. On March 15, 2018 from 9:00 – Noon, there will be a special meeting for the development of the District's Comprehensive Master Plan. The last time the District worked on the comprehensive plan was in 2010. The plan will help identify what the District will look like in 15 years. Commissioners are encouraged to attend.

- b. Finance & Human Resources Report
Chief Financial Officer Marco Salinas presented the financial reports. Two-thirds of the fiscal year has been completed. The General Fund shows a surplus, but this does not yet reflect the transfer to the capital projects fund.

Mr. Salinas said that revenue is down in the Family Recreation Center which may be contributed to the locker room construction.

Commissioner Knitter asked if we will be budgeting a 20% reduction in the aquatic revenue to reflect what is current?

Dave Thommes, Director of Recreation and Facilities, confirmed.

Mr. Salinas reported the Tennis Center has a deficit due to the capital projects this year.

Mr. Salinas said that the District is moving full speed ahead with the BSA financial software and plans to “go live” in February. We are going to run parallel payroll to make sure everything is working correctly. Mr. Salinas also reported that the tax levies have been filed with the counties and the annual Cook County Taxing District Debt Disclosure report has also been filed.

Mr. Salinas said that Human Resources are completing all the final year filings that are required.

There were no additional comments regarding the Finance and Human Resources Report.

c. Recreation & Facilities Report

Dave Thommes, Director of Recreation and Facilities presented his report. Winter recreational programs started on Monday. The park district’s annual “Choose to Lose” program started as well. Youth basketball has strong participation with 134 children registered.

Mr. Thommes also reported on the move of program registration to the front desk. Information Technology has done a wonderful job getting everything ready at the front desk of the Family Recreation Center.

President Knitter said it will make it so much easier for customers to register.

Mr. Thommes said that Kathy Chartrand’s experience with program registration will help the front desk staff to learn how to assist patrons with registration.

d. Parks & Planning Report

Bob Johnson, Director of Parks and Planning presented his report. Park staff has conducted the winter servicing of the park maintenance equipment and continues the maintenance on the ice rink and snow removal.

The light measurement test was conducted on the athletic field lights. Ball Field 1 had a few issues, but that will be corrected by the new project.

Attorney Steve Adams arrived at 6:47 p.m. during the light test discussion. Attorney Adams explained the results of the light measurement and said we had a good result. Everything but Ball Field 1 were in the requirements. The results of the test were ready the next day and he thought that everyone appreciated the report.

President Knitter asked about the need of the park district’s Central Park ice rink, as the mall now has an ice rink.

Ms. Kosey said the park district’s rink is getting used. It is free, whereas the one at the mall is not. We are monitoring the ice rink this season to see if it is used.

Ms. Kosey said the park district is planning to survey the homeowner associations to receive input regarding changing a tennis court to pickleball.

Discussion was had about the difference in the setup of the courts for tennis and pickleball. Mr. Johnson said the net is different for tennis and pickleball.

President Knitter inquired about the Tesla car charging stations in that the cost would be around \$1.00 hour.

Mr. Johnson said the cost would be shared by all cars hooked to the charger. The 70 cents to \$1.00 per hour provides only a maintenance charge to the vehicle.

Ms. Kosey said the cost is miniscule today, but in the future, it could be much more. Once a car receives a full charge, the station will shut off the charging.

Commissioner Tan inquired if there is availability for a coin or credit card charge.

Mr. Johnson said that the payment option is not available with this current program.

Discussion continued with concerns expressed for the ramifications of cost and maintenance in the future as the stations may become obsolete and require upgrades as the electric cars upgrade.

Attorney Adams said this is a radical change for our country. However, there is law that prohibits the expense of public funds for private individuals. He thinks that we need to go slow and keep the term short term.

Ms. Kosey said that Attorney Adams and Mr. Johnson can work together to investigate this project.

7. UNFINISHED BUSINESS

a. Bids for Central Park Improvements

Ms. Kosey said the bids came in very well and enables the District to accept the base bid plus alternate bid 1. Alternate bid 1 provides for the brick paver parking lot. The bids accepted, plus other direct costs, and items purchased through cooperative purchasing groups is budgeted for a total project cost of \$1,991,156.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to accept the lowest qualified bids from the following bidders for the base scope of work, plus alternate bid 1, for a cost of \$1,100,592, with the project's total cost not-to-exceed \$1,991,156 and to authorize agreements between the park district and these bidders for the respective work and bid amount:

Bid Package & Work Description	Bidder's Name	Bid Amount
Pkg 1: Excavation & Site Utilities	Clauss Brothers	\$316,560
Pkg 2: Concrete	M & J Asphalt	\$92,942
Pkg 3: Electrical	Airport Electric	\$39,840
Pkg 4: Asphalt Paving	Clauss Brothers	\$22,865
Pkg 5: Landscaping	Allied Landscaping	\$160,830
Pkg 6: Playground Equipment	Kenneth Company	\$253,044
Pkg 7: Pavers	LPS Pavement	\$83,300
Pkg 8: Fencing	Peerless Fence	\$120,811
Pkg 9: Masonry	Cyberdyne Masonry	\$10,400
		\$1,100,592.00

Motion passed by roll call vote.

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

Nays: None

Absent: Commissioner Trombetta

- b. Purchase of Playground Equipment through the National Joint Powers Alliance (NJPA) Cooperative Purchasing Group

Ms. Kosey explained the purchase of the playground equipment for the new universal playground is being procured through the District's membership in the National Joint Powers Cooperative Purchasing Group.

Motion: Commissioner Tom Truedson made a motion, seconded by Commissioner Tan to approve the purchase of playground equipment from Playpower LT Farmington, Inc, through the National Joint Powers Alliance for a total cost of \$169,894.31.

The motion passed by roll call vote:

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

Nays: one

Absent: Commissioner Trombetta

- c. Ordinance 18-0115: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

Ms. Kosey said that this ordinance is declaring the old playground equipment, located by the Tennis Center, as surplus property, which enables the nonprofit entity, Kids Around the World, to remove and refurbish the equipment for disadvantage children in other countries.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve Ordinance 18-0115: An Ordinance Declaring Surplus Personal Property and Authorizing the Sale or Conveyance Thereof.

The motion passed by roll call vote:

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

Nays: one

Absent: Commissioner Trombetta

- d. Amendment: Administrative Policies and Procedure Manual Section 4.7 Fixed Asset Policy and Procedure

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve the Amendment to the Administrative Policies and Procedures Manual, Section 4.7: Fixed Asset Policy and Procedure.

The motion passed by roll call vote:

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

Nays: None
Absent: Commissioner Trombetta

With this approval, the policy will now be titled as the "Capital Asset Policy."

e. Amendment: Personnel Policy Manual: Section VII: 7.6 Merit Pay Policy

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve the Amendment to the Personnel Policy Manual: Section VII: 7.6 Merit Pay Policy.

The motion passed by roll call vote:

Ayes: Commissioners Truedson, Tan, Carson, and President Knitter.
Nays: None
Absent: Commissioner Trombetta

f. Universal Playground Funding

Ms. Kosey said the attached proposal from the Wintrust Government Funds will provide \$500,000 in financing for the universal playground equipment. The debt repayment would require an increase in cost of \$81,000 a year. Corporate and Community Relations will try to raise \$25,000 a year to offset this increased cost. In addition to the financing, \$300,00 - \$400,000 will be used from the district's reserves towards the cost of the universal playground.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to accept the proposal from Wintrust Government Funds to provide \$500,000 in financing for the universal playground project.

The motion passed by roll call vote:

Ayes: Commissioners Truedson, Tan, Carson, and President Knitter.
Nays: None
Absent: Commissioner Trombetta

g. Ordinance 18- 0116: An Ordinance Approving the Oak Brook Park District Amended Sexual Harassment Policy

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve Ordinance 18-0116: An Ordinance Approving the Oak Brook Park District Amended Sexual Harassment Policy.

The motion passed by roll call vote:

Ayes: Commissioners Truedson, Tan, Carson, and President Knitter.
Nays: None
Absent: Commissioner Trombetta

h. Resolution 18-0117: A Resolution Approving an Intergovernmental Agreement for Pool Management Services Between the Village of Oak Brook and the Oak Brook Park District

Ms. Kosey said the attorneys are working on the agreement. The essence of the agreement is all set. The park district's insurer, PDRMA, is concerned because the pool is old. The village is reviewing the agreement now and it is on the Village Board's meeting agenda for the meeting to be held next Tuesday.

President Knitter reminded all that we told the village that we would make recommendations for the village to improve the facility over the next 5 years. Not all of it can be repaired in one year. She also inquired to confirm that there is no swimming at the pond beach.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve Resolution 18-0117: A Resolution Approving an Intergovernmental Agreement for Pool Management Services Between the Village of Oak Brook and the Oak Brook Park District.

The motion passed by roll call vote:

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

Nays: None

Absent: Commissioner Trombetta

8. NEW BUSINESS

- a. Ordinance 18-0219: An Ordinance Transferring Funds from the Corporate Fund to the Capital Projects Fund

Ms. Kosey presented this for discussion only. She explained that this is the annual transfer to the capital projects fund from the general fund. \$410,000 has been budgeted for this year's transfer to capital projects fund.

- b. Ordinance No.18-0220: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

Ms. Kosey said that the District reviews this requirement every six months.

The Board had no questions regarding this requirement.

- c. Market Based Salary Range Adjustments

Ms. Kosey said the Management Association of IL reaches out to the municipalities and park districts to provide recommendations for the annual salary range adjustments. The Management Association recommends to increase the salary ranges by 2% this year.

- d. Purchase of Sport Lighting through The Interlocal Purchasing System (TIPS) Cooperative Purchasing Group (Requires Waiving the Board Rules to Approve at this Meeting.)

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to waive the Board's Rules to approve, at this meeting, the purchase of Sports Lighting through the Interlocal Purchasing System (TIPS) Cooperative Purchasing Group by accepting the Proposal from Musco Sports Lighting, LLC for the purchase and installation of LED sports lighting on field number 1 for a total cost not-to-exceed \$288,650.

The motion passed by roll call vote:

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

Nays: None

Absent: Commissioner Trombetta

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to approve the purchase of Sports Lighting through the Interlocal Purchasing System (TIPS) Cooperative Purchasing Group by accepting the Proposal from Musco Sports Lighting, LLC for the purchase and installation of LED sports lighting on field number 1 for a total cost not-to-exceed \$288,650.

The motion passed by roll call vote:

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

Nays: None

Absent: Commissioner Trombetta

- e. Resolution 18-0118: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price Of \$10,000.00 Or More For the Tennis Center HVAC Project

Ms. Kosey and Mr. Thommes presented this for discussion only.

- f. Electric Vehicle Charging Stations
This topic was discussed earlier this meeting under the Parks and Planning Report.

9. ADJOURN TO CLOSED SESSION

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to adjourn at the hour of 7:30 p.m. the Open Session of the regular Board Meeting and *convene the Closed Session for the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d).*

The motion passed by roll call vote:

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

Nays: None

Absent: Commissioner Trombetta

10. CLOSED SESSION – *[Discussion Only.]*

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

- a. Discussion and Approval of Closed Special Meeting Minutes, October 5, 2017
- b. Semi-Annual Review of Closed Meeting Minutes for Release
 - i. Resolution 18-0221: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2017

11. RECONVENE TO OPEN SESSION

Motion: Commissioner Kevin Tan made a motion, seconded by Commissioner Truedson to reconvene the *Open Session of the Regular Meeting at the hour of 7:35 p.m.*

The motion passed by roll call vote.

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

Nays: None

Absent: Commissioner Trombetta

12. POTENTIAL ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

No action was taken.

13. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON FEBRUARY 19, 2018, 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 February 19, 2018, 6:30 p.m. followed by a Special Budget meeting.

14. ADJOURNMENT

Commissioner Truedson made a motion, seconded by Commissioner Tan to adjourn the January 15, 2018 regular meeting at the hour of 7:37 p.m.

The motion passed by voice vote.

Laure L. Kosey, Executive Director

Oak Brook Park District
General Fund Revenue and Expenditure Summary - Unaudited
Fiscal Year-to-Date Activity through January 31, 2018 and 2017
75.00% completed (9 out of 12 months)

	Fiscal Year 2017/2018- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	January 2018 Actual	Year-To-Date Actual (9 Months)	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual + Encumbered as a % of Original Annual Budget	Fiscal Year 2016/2017 Year-To-Date Actual	2017/2018 Y-T-D Actual Higher/ (Lower) than 2016/2017	Percent Change
REVENUES									
Administration									
Property Taxes	\$ 1,528,000	\$ -	\$ 1,504,606	\$ -	\$ 1,504,606	98.5%	\$ 1,457,621	\$ 46,985	3.2%
Personal Property Repl. Taxes	95,000	12,977	69,211	-	69,211	72.9%	69,023	188	0.3%
Investment Income	10,000	960	8,101	-	8,101	81.0%	6,662	1,440	21.6%
Other	3,000	1,500	2,646	-	2,646	88.2%	2,686	(39)	-1.5%
Central Park	97,000	6,673	102,328	-	102,328	105.5%	76,038	26,290	34.6%
Dean Property	-	-	2,250	-	2,250	N/A	3,000	(750)	-25.0%
Building-Recreation Center	987,062	156,271	678,120	-	678,120	68.7%	718,241	(40,121)	-5.6%
Central Park West	79,750	5,739	61,117	-	61,117	76.6%	75,686	(14,569)	-19.2%
TOTAL REVENUES	\$ 2,799,812	\$ 184,120	\$ 2,428,379	\$ -	\$ 2,428,379	86.7%	\$ 2,408,955	\$ 19,424	0.8%
EXPENDITURES									
Administration	\$ 932,503	\$ 78,741	\$ 598,210	\$ -	\$ 598,210	64.2%	\$ 582,623	\$ 15,587	2.7%
Central Park	608,519	40,985	422,180	-	422,180	69.4%	438,067	(15,887)	-3.6%
Saddlebrook Park	17,870	-	11,116	-	11,116	62.2%	6,840	4,276	62.5%
Forest Glen Park	28,631	-	17,632	-	17,632	61.6%	19,461	(1,829)	-9.4%
Chillem Park	7,465	-	5,628	-	5,628	75.4%	2,748	2,880	104.8%
Dean Property	13,948	(350)	9,995	-	9,995	71.7%	8,387	1,608	19.2%
Professional Services	81,200	570	17,298	-	17,298	21.3%	63,624	(46,327)	-72.8%
Contracts- Maintenance DNS	37,000	4,632	13,249	-	13,249	35.8%	25,142	(11,893)	-47.3%
Building-Recreation Center	964,376	78,784	601,850	-	601,850	62.4%	609,304	(7,454)	-1.2%
Central Park West	63,214	2,981	25,819	-	25,819	40.8%	26,595	(776)	-2.9%
TOTAL EXPENDITURES	\$ 2,754,726	\$ 206,343	\$ 1,722,976	\$ -	\$ 1,722,976	62.5%	\$ 1,782,792	\$ (59,816)	-3.4%
TRANSFERS OUT	\$ 410,000	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 142,500	\$ (142,500)	N/A
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 3,164,726	\$ 206,343	\$ 1,722,976	\$ -	\$ 1,722,976	54.4%	\$ 1,925,292	\$ (202,316)	-10.5%
REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT	\$ (364,914)	\$ (22,223)	\$ 705,403	\$ -	\$ 705,403	-193.3%	\$ 483,663	\$ 221,740	45.8%

Note> Fiscal year 2017/2018 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/- 10.00% or greater.

Oak Brook Park District
Recreation Fund Revenue and Expenditure Summary - Unaudited
Fiscal Year-to-Date Activity through January 31, 2018 and 2017
75.00% completed (9 out of 12 months)

	Fiscal Year 2017/2018- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	January 2018 Actual	Year-To-Date Actual (9 Months)	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual + Encumbered as a % of Original Annual Budget	Fiscal Year 2016/2017 Year-To-Date Actual	2017/2018 Y-T-D Actual Higher/ (Lower) than 2016/2017	Percent Change
REVENUES									
Administration									
Property Taxes	\$ 894,000	\$ -	\$ 879,491	\$ -	\$ 879,491	98.4%	\$ 828,702	\$ 50,789	6.1%
Personal Property Repl. Taxes	32,000	4,085	21,789	-	21,789	68.1%	21,729	59	0.3%
Investment Income	12,000	1,329	11,441	-	11,441	95.3%	9,709	1,732	17.8%
Other	3,000	130	1,225	-	1,225	40.8%	1,406	(181)	-12.8%
Fitness Center	849,212	48,247	602,352	-	602,352	70.9%	588,606	13,746	2.3%
Aquatic Center	474,032	59,404	358,387	-	358,387	75.6%	375,451	(17,064)	-4.5%
Aquatic Recreation Programs	607,588	40,328	446,625	-	446,625	73.5%	524,166	(77,541)	-14.8%
Children's Programs	83,960	5,550	88,099	-	88,099	104.9%	72,687	15,412	21.2%
Preschool Programs	309,767	30,912	228,217	-	228,217	73.7%	237,092	(8,875)	-3.7%
Youth Programs	168,335	3,879	177,537	-	177,537	105.5%	174,053	3,484	2.0%
Adult Programs	53,890	5,746	48,507	-	48,507	90.0%	45,683	2,823	6.2%
Pioneer Programs	169,850	12,189	76,427	-	76,427	45.0%	115,134	(38,707)	-33.6%
Special Events and Trips	91,765	(170)	74,473	-	74,473	81.2%	74,416	56	0.1%
Marketing	96,700	1,100	101,875	-	101,875	105.4%	25,607	76,268	297.8%
TOTAL REVENUES	\$ 3,846,099	\$ 212,731	\$ 3,116,444	\$ -	\$ 3,116,444	81.0%	\$ 3,094,441	\$ 22,002	0.7%
EXPENDITURES									
Administration	\$ 896,234	\$ 94,301	\$ 515,326	\$ -	\$ 515,326	57.5%	\$ 519,555	\$ (4,229)	-0.8%
Fitness Center	695,987	68,856	459,464	-	459,464	66.0%	464,262	(4,798)	-1.0%
Aquatic Center	864,800	74,436	538,075	-	538,075	62.2%	570,457	(32,382)	-5.7%
Aquatic Recreation Programs	319,880	20,116	176,600	-	176,600	55.2%	208,711	(32,111)	-15.4%
Children's Programs	80,668	10,881	46,736	-	46,736	57.9%	48,064	(1,327)	-2.8%
Preschool Programs	247,199	19,031	144,758	-	144,758	58.6%	152,812	(8,054)	-5.3%
Youth Programs	139,340	5,840	98,776	-	98,776	70.9%	98,485	291	0.3%
Adult Programs	49,351	2,661	29,469	-	29,469	59.7%	30,702	(1,233)	-4.0%
Pioneer Programs	166,191	5,510	63,298	-	63,298	38.1%	98,117	(34,818)	-35.5%
Special Events and Trips	91,430	(2,106)	60,880	-	60,880	66.6%	62,037	(1,157)	-1.9%
Marketing	333,851	33,627	208,656	-	208,656	62.5%	231,579	(22,923)	-9.9%
Capital Outlay	363,000	-	137,761	-	137,761	38.0%	78,380	59,381	75.8%
TOTAL EXPENDITURES	\$ 4,247,931	\$ 333,155	\$ 2,479,799	\$ -	\$ 2,479,799	58.4%	\$ 2,563,160	\$ (83,360)	-3.3%
REVENUES OVER (UNDER) EXPENDITURES	\$ (401,832)	\$ (120,424)	\$ 636,645	\$ -	\$ 636,645	-158.4%	\$ 531,282	\$ 105,363	19.8%

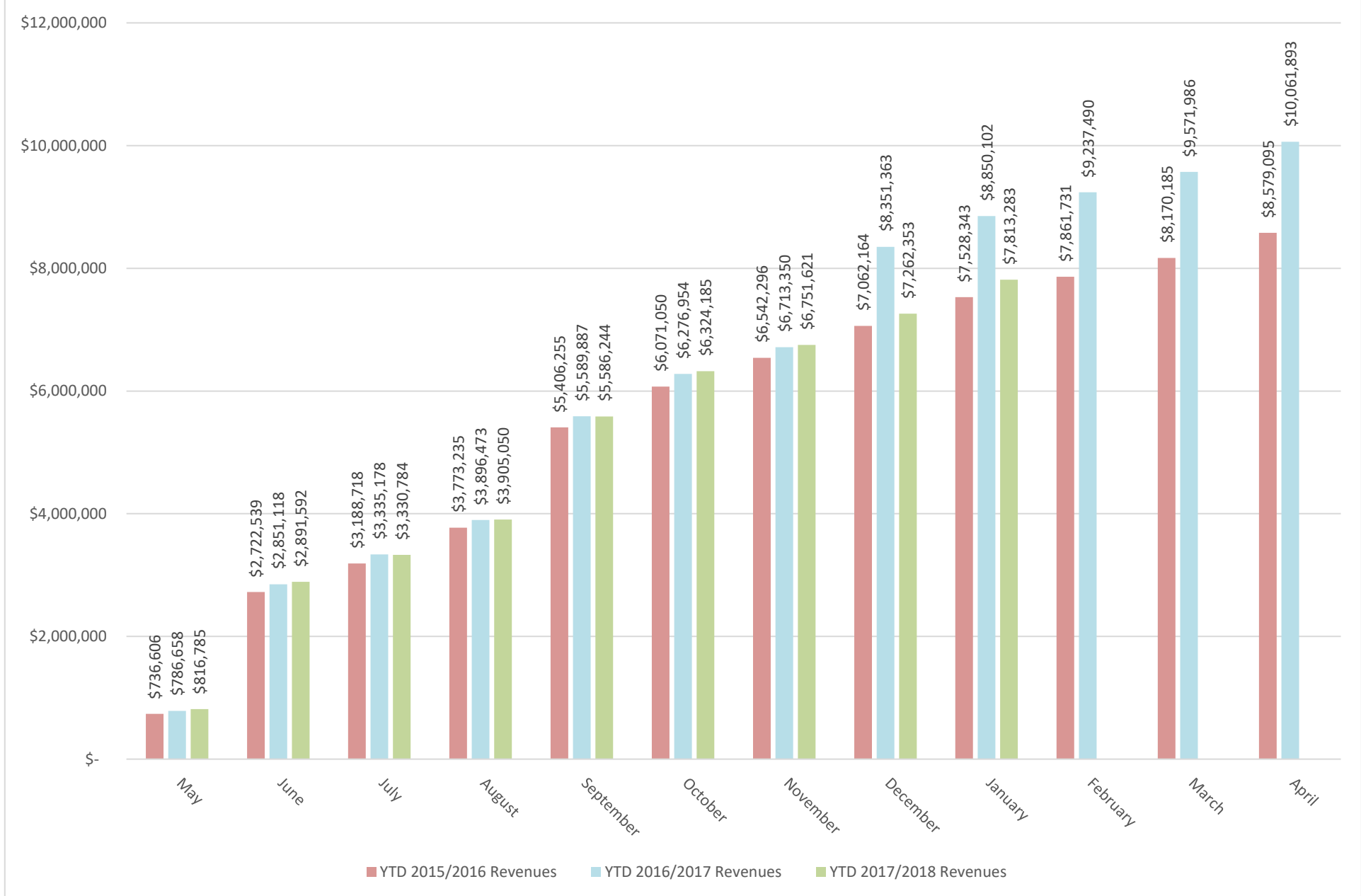
Note> Fiscal year 2017/2018 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/- 10.00% or greater.

Oak Brook Park District
Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited
Fiscal Year-to-Date Activity through January 31, 2018 and 2017
75.00% completed (9 out of 12 months)

	Fiscal Year 2017/2018- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	January 2018 Actual	Year-To-Date Actual (9 Months)	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual + Encumbered as a % of Original Annual Budget	Fiscal Year 2016/2017 Year-To-Date Actual	2017/2018 Y-T-D Actual Higher/ (Lower) than 2016/2017	Percent Change
REVENUES									
Administration	\$ 4,900	\$ 471	\$ 5,306	\$ -	\$ 5,306	108.3%	\$ 51,543	\$ (46,237)	-89.7%
Building- Racquet Club	1,700	-	550	-	550	32.3%	766	(216)	-28.2%
Programs- Racquet Club	1,457,500	145,553	1,314,607	-	1,314,607	90.2%	1,193,213	121,395	10.2%
TOTAL REVENUES	\$ 1,464,100	\$ 146,024	\$ 1,320,463	\$ -	\$ 1,320,463	90.2%	\$ 1,245,521	\$ 74,942	6.0%
EXPENSES									
Administration	\$ 710,040	\$ 40,636	\$ 391,210	\$ -	\$ 391,210	55.1%	\$ 388,943	\$ 2,267	0.6%
Building- Racquet Club	366,920	20,463	166,385	-	166,385	45.3%	200,109	(33,724)	-16.9%
Programs- Racquet Club	490,371	34,439	345,395	-	345,395	70.4%	307,477	37,917	12.3%
Capital Outlay	495,000	-	375,982	-	375,982	76.0%	69,137	306,845	443.8%
TOTAL EXPENSES	\$ 2,062,331	\$ 95,539	\$ 1,278,972	\$ -	\$ 1,278,972	62.0%	\$ 965,667	\$ 313,306	32.4%
REVENUES OVER (UNDER) EXPENSES	\$ (598,231)	\$ 50,485	\$ 41,491	\$ -	\$ 41,491	-6.9%	\$ 279,854	\$ (238,364)	-85.2%

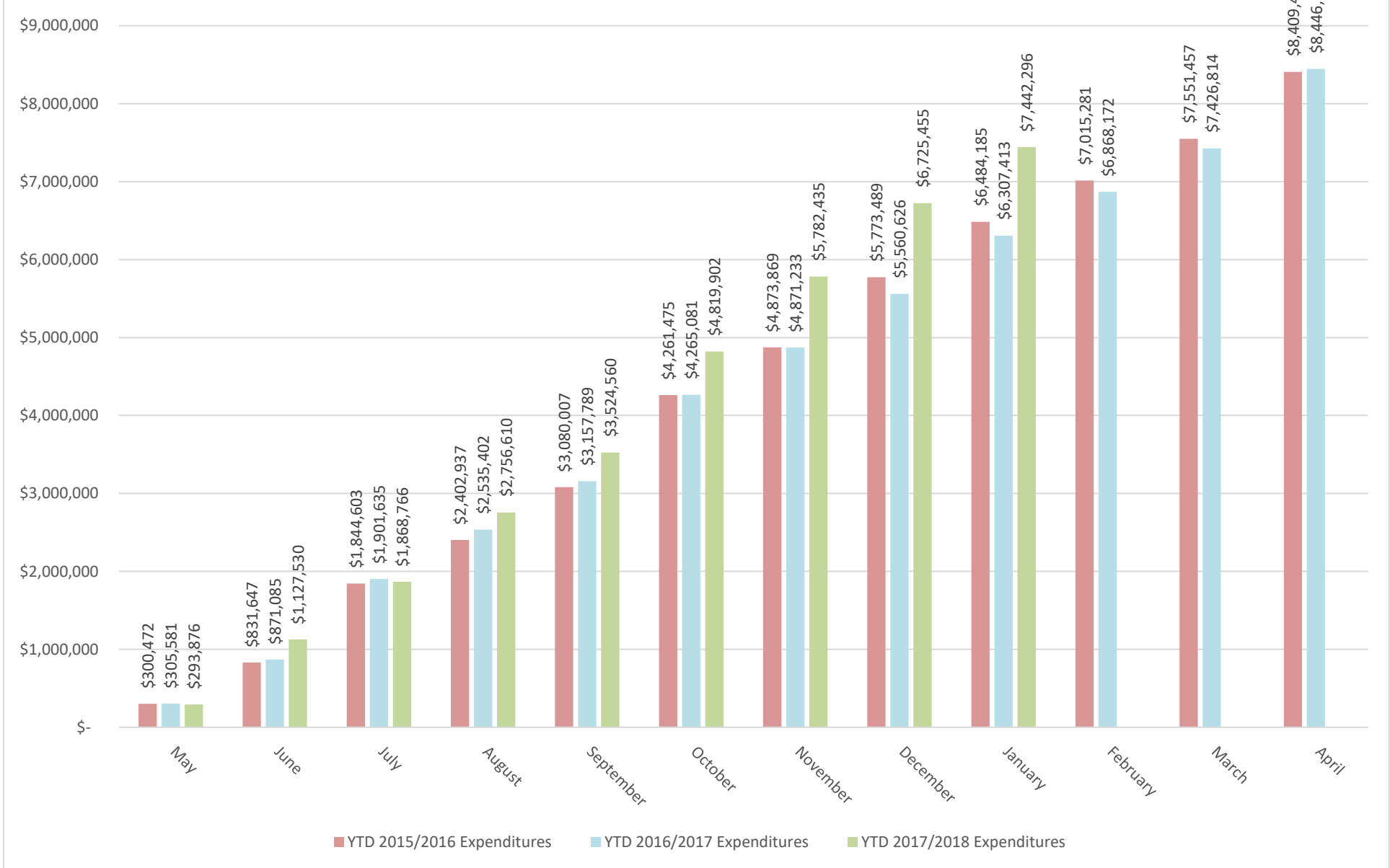
Note> Fiscal year 2017/2018 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/- 10.00% or greater.

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



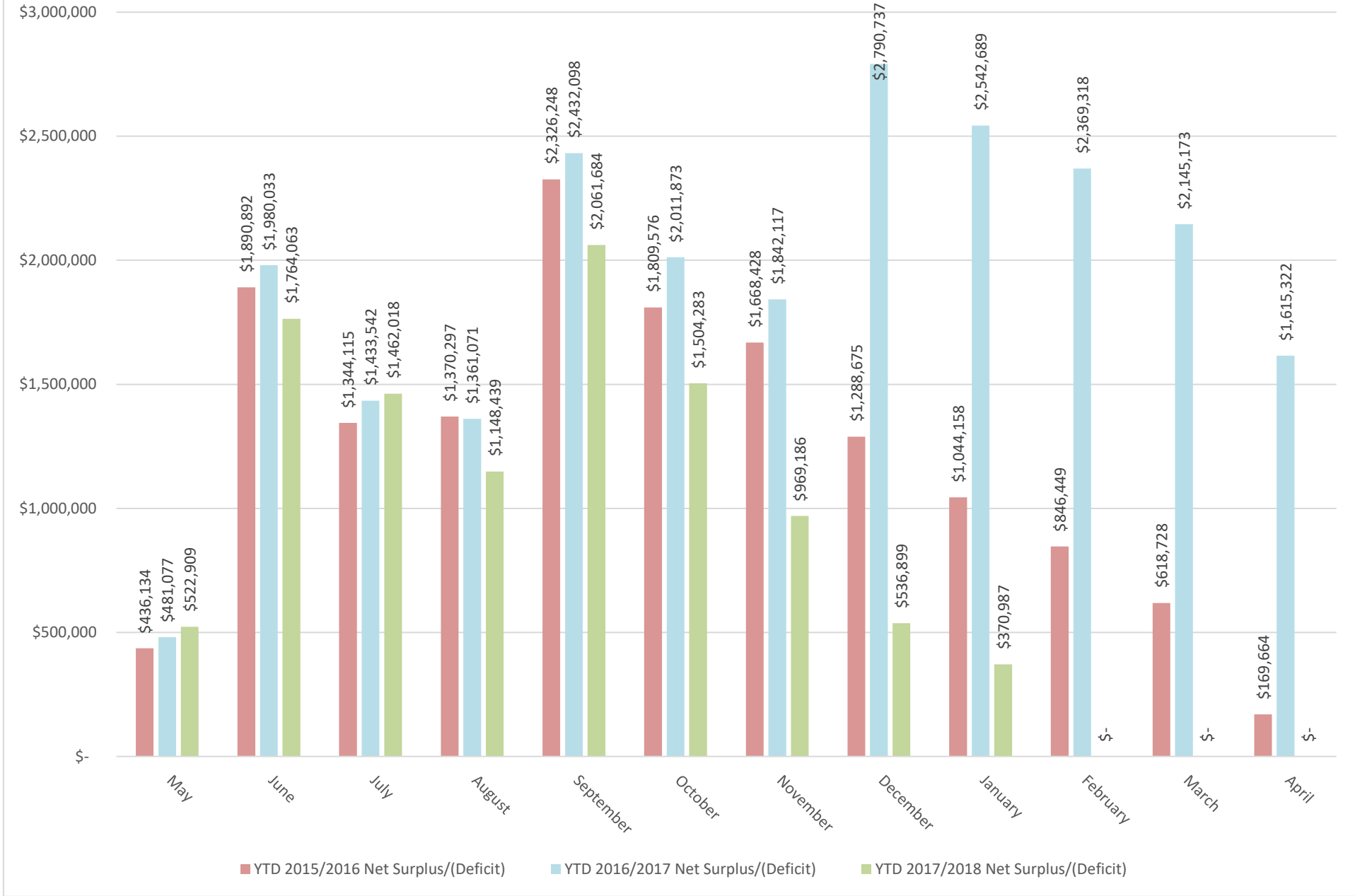
Note> In December 2016 the Park District recorded \$1,163,610 in bond proceeds in the Capital Projects Fund. This is the primary reason for the large increase in YTD revenues during FY 2016/2017.

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



Note> During June 2017 the Park District recognized three payroll disbursements when compared to two disbursements in the prior year. This is the primary reason for the increased Y-T-D expenditures in June 2017 over the same period in 2016 and 2015. The increases in August through November 2017 are primarily driven by increased capital expenditures in our Capital Projects Fund (family locker room) and Tennis Center (HVAC upgrade, reflective ceiling).

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





OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENSE REPORT
JANUARY, 2018

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET
GENERAL CORPORATE FUND			
REVENUE	\$ 184,120	\$ 2,428,379	\$ 2,799,812
EXPENSES	\$ 206,343	\$ 1,722,976	\$ 3,164,726
SURPLUS/(DEFICIT)	\$ (22,223)	\$ 705,403	\$ (364,914)
RECREATION FUND			
REVENUE	\$ 212,731	\$ 3,116,444	\$ 3,846,100
EXPENSES	\$ 333,155	\$ 2,479,799	\$ 4,247,931
SURPLUS/(DEFICIT)	\$ (120,424)	\$ 636,645	\$ (401,831)
IMRF FUND			
REVENUE	\$ 3,666	\$ 179,729	\$ 185,750
EXPENSES	\$ 13,603	\$ 147,220	\$ 200,000
SURPLUS/(DEFICIT)	\$ (9,937)	\$ 32,508	\$ (14,250)
LIABILITY INSURANCE FUND			
REVENUE	\$ 991	\$ 58,946	\$ 60,250
EXPENSES	\$ 3,169	\$ 79,639	\$ 168,305
SURPLUS/(DEFICIT)	\$ (2,178)	\$ (20,693)	\$ (108,055)
AUDIT FUND			
REVENUE	\$ 19	\$ 14,228	\$ 14,130
EXPENSES	\$ -	\$ 13,013	\$ 27,850
SURPLUS/(DEFICIT)	\$ 19	\$ 1,216	\$ (13,720)
DEBT SERVICE FUND			
REVENUE	\$ 33	\$ 322,774	\$ 331,250
EXPENSES	\$ -	\$ 330,988	\$ 330,914
SURPLUS/(DEFICIT)	\$ 33	\$ (8,214)	\$ 336



OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENSE REPORT
JANUARY, 2018

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET
RECREATIONAL FACILITIES FUND (TENNIS CENTER)			
REVENUE	\$ 146,024	\$ 1,320,463	\$ 1,464,100
EXPENSES	\$ 95,539	\$ 1,278,972	\$ 2,062,331
SURPLUS/(DEFICIT)	<u>\$ 50,485</u>	<u>\$ 41,491</u>	<u>\$ (598,231)</u>
SPECIAL RECREATION FUND			
REVENUE	\$ 9	\$ 95,219	\$ 117,750
EXPENSES	\$ 20,232	\$ 73,704	\$ 124,700
SURPLUS/(DEFICIT)	<u>\$ (20,222)</u>	<u>\$ 21,515</u>	<u>\$ (6,950)</u>
CAPITAL PROJECT FUND			
REVENUE	\$ 885	\$ 40,181	\$ 413,000
EXPENSES	\$ 28,251	\$ 1,136,362	\$ 2,352,884
SURPLUS/(DEFICIT)	<u>\$ (27,366)</u>	<u>\$ (1,096,181)</u>	<u>\$ (1,939,884)</u>
SOCIAL SECURITY FUND			
REVENUE	\$ 2,451	\$ 236,920	\$ 247,700
EXPENSES	\$ 16,551	\$ 179,624	\$ 258,000
SURPLUS/(DEFICIT)	<u>\$ (14,101)</u>	<u>\$ 57,296</u>	<u>\$ (10,300)</u>
SUMMARY			
REVENUE	\$ 550,930	\$ 7,813,282	\$ 9,479,842
EXPENSES	\$ 716,843	\$ 7,442,297	\$ 12,937,640
SURPLUS/(DEFICIT)	<u>\$ (165,913)</u>	<u>\$ 370,985</u>	<u>\$ (3,457,799)</u>

OAK BROOK PARK DISTRICT
CONSOLIDATED AGENCY TREASURER'S REPORT
JANUARY, 2018

		CONSOLIDATED
		TOTALS
REVENUES		
Property Taxes	\$	-
Back Taxes		-
Replacement Taxes		24,032
Recreation Program Fees		210,293
Rec/Fitness Center Fees		48,247
Rec/Aquatic Center Fees		99,733
FRC/Building Rental Fees		53,769
Theme Party Rental Fees		1,009
Recreation Center Fees		101,448
CPW Building Rentals		5,739
Field Rentals		6,673
Interest		3,846
Transfers		-
Sponsorship		(5,533)
Miscellaneous		1,675
TOTAL- REVENUES	\$	550,930
DISBURSEMENTS		
Warrant No.608	\$	428,121
January Payroll		288,722
TOTAL DISBURSEMENTS	\$	716,843

**Oak Brook Park District
Consolidated Agency Balance Sheet
as of January 31, 2018**

<u>ASSETS</u>	Consolidated Totals
Current Assets	
Cash and Investments	\$ 6,861,684
Receivables - Net of Allowances	-
Property Taxes	3,231,020
Accounts	351,803
Due from Other Funds	-
Prepays	-
Inventories	16,707
Total Current Assets	<u>\$ 10,461,213</u>
Noncurrent Assets	
Capital Assets	
Nondepreciable	40,475
Depreciable	1,170,178
Accumulated Depreciation	-
Total Noncurrent Assets	<u>1,210,653</u>
Total Assets	11,671,866
 <u>DEFERRED OUTFLOWS OF RESOURCES</u> 	
Deferred Items-IMRF	<u>95,047</u>
Total Assets and Deferred outflows of Resources	<u>11,766,913</u>
 <u>LIABILITIES</u> 	
Accounts Payable	17,499
Accrued Payroll	20,421
Other Payables	807,412
Due To Other Funds	19,723
Compensated Absences Payable	7,885
Total Liabilities	<u>872,941</u>
Noncurrent Liabilities	
Compensated Absences Payable	6,200
Net Pension Liability - IMRF	162,214
Total Noncurrent Liabilities	<u>168,414</u>
Total Liabilities	1,041,355
 <u>DEFERRED INFLOWS OF RESOURCES</u> 	
Deferred Items - IMRF	21,693
Property Taxes	3,231,741
Total Liabilities and Deferred Inflows of Resources	<u>4,294,789</u>
 <u>FUND BALANCES</u> 	
Net Investment in Capital Assets	1,210,652
Nonspendable	-
Restricted	424,476
Committed	3,273,857
Unassigned	2,563,139
Total Fund Balances	<u>7,472,123</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 11,766,913</u>



Oak Brook Park District
 Capital Expenditures
 As of January 31, 2018

DESCRIPTION	VENDOR	DB/CR	CAPITAL ASSET REPLACEMENT	FACILITY/PARK IMPROVEMENTS
Gabion Weir Engineering	Manhard Consulting Ltd	\$ 15,807.77	\$ -	\$ 15,807.77
Gabion Weir Replacement	IDNR	2,825.00		2,825.00
Gabion Weir->Plan Review	Kane Dupage Soil & Conservation	1,439.00		1,439.00
IT Security Camera	Sterling Network Int	6,247.00		6,247.00
IT Security Camera	P Drinkard	660.00		660.00
IT Security Camera	Shoe Me Cables	454.38		454.38
IT Security Camera - Outdoor	RPB & HP Photo	651.90		651.90
Electrical Work Locker Rooms	Airport Electric	124,317.79		124,317.79
Professional Svces - Central Park	Wight & Company	79,237.70		79,237.70
Soil Borings - Central Park	ECS Midwest, LLC	6,850.00		6,850.00
Central Park Pymt 1	Wight & Company	51,126.02		51,126.02
Locker Room Installment Pymt 1-5	Wight & Company	24,216.36		24,216.36
Demolition Locker Rooms	Alpine Demolition Services	57,645.00		57,645.00
Plumbing Locker Rooms Pymt 1-3	C.W. Burns Company, Inc.	111,122.10		111,122.10
Locker Room Tile Work 1	Kingston Tile Company	107,587.80		107,587.80
General Carpentry Locker Rooms Pymt 1-3	DBM Services Inc.	449,553.60		449,553.60
Hvac Units 2 & 5	Trane U.S. Inc	54,751.00		54,751.00
Hvac Install Family Locker Room Pymt 1-2	MG Mechanical Contractors	37,407.60		37,407.60
Fire Protection Family Locker Room	Nelson Fire Protection	17,661.60		17,661.60
Legal Services for Capital Projects	Robbins Schwartz	30,439.00		30,439.00
Legal Notice for Special Use Hearing	Village of Oak Brook	483.00		483.00
Lighting Consultant Central Park	Hugh Lighting Design	1,007.49		1,007.49
Permit	Ill Dept of Public Health	1,000.00		1,000.00
Financial Suite Software 1	BS & A	24,240.00	24,240.00	
Financial Suite Software Server Hardware	SHI International Company	3,630.00	3,630.00	
Financial Suite Software Server Install	Sterling Network Int	2,000.50	2,000.50	
Relativity Software License	Harris Computer	1,043.00	1,043.00	
Demolition of Barn at DNS	Crunch Inc	5,000.00	5,000.00	
Capitalized Interest Expense	MB Financial	22,957.46		22,957.46
Allocation to Rec Capital - Family Locker Room	Per amount budgeted.	(105,000.00)		(105,000.00)
	Subtotal-Capital Improvement Fund	\$ 1,136,362.07	\$ 35,913.50	\$ 1,100,448.57
Fitness Cardio Equipment - Pymt 2 of 3	Lease Servicing Center National Coop Leasing	32,760.71	32,760.71	
Allocation to Rec Capital - Family Locker Room	Per amount budgeted.	105,000.00		105,000.00
	Subtotal-Recreation Fund Capital	\$ 137,760.71	32,760.71	\$ 105,000.00
	TOTAL BALANCE	\$ 1,274,122.78	\$ 68,674.21	\$ 1,205,448.57

User: mkorman

EXP CHECK RUN DATES 02/01/2018 - 02/19/2018

DB: Oak Brook Park

BOTH JOURNALIZED AND UNJOURNALIZED

Inv Ref#	Vendor	Inv Date	WARRANT NO. 608		Inv Amt	Amt Due	Status	Jrnalized
			OPEN	Due Date				
34985	ADVANCED AUTO PARTS	01/25/2018		03/01/2018	111.96	111.96	Open	Y
34861	ADVANCED DISPOSAL CHGO CENTRAL	02/19/2018		02/19/2018	201.44	201.44	Open	Y
34862	ADVANCED DISPOSAL CHGO CENTRAL	02/19/2018		02/19/2018	207.40	207.40	Open	Y
35038	ADVANCED DISPOSAL CHGO CENTRAL	12/31/2017		03/01/2018	147.54	147.54	Open	Y
34970	ALLISON STEARS	02/19/2018		03/01/2018	100.00	100.00	Open	Y
34866	AQUA PURE ENTERPRISES, INC.	02/19/2018		02/19/2018	892.30	892.30	Open	Y
35022	AQUA PURE ENTERPRISES, INC.	01/09/2018		03/01/2018	30.48	30.48	Open	Y
35013	BRIAN PANEK	01/26/2018		03/01/2018	2,459.00	2,459.00	Open	Y
35019	BS&A SOFTWARE	01/24/2018		03/01/2018	32,880.00	32,880.00	Open	Y
34863	BULLS/SOX TRAINING ACADEMY	02/19/2018		02/19/2018	105.00	105.00	Open	Y
35064	BURRIS EQUIPMENT COMPANY	02/02/2018		03/01/2018	171.52	171.52	Open	N
34991	BUTTREY RENTAL SERVICE INC.	01/29/2018		03/01/2018	80.00	80.00	Open	Y
34979	CAMPFIRE CONCEPTS	01/10/2018		03/01/2018	2,000.00	2,000.00	Open	Y
35070	CHICAGO FILTER SUPPLY	01/23/2018		03/01/2018	78.82	78.82	Open	N
34976	COM ED	01/31/2018		03/01/2018	33.72	33.72	Open	Y
35085	COMCAST	02/01/2018		03/01/2018	575.21	575.21	Open	N
34980	COMCAST CABLE	01/22/2018		03/01/2018	277.85	277.85	Open	Y
35007	COMCAST CABLE	01/20/2018		03/01/2018	588.63	588.63	Open	Y
35000	COOK COUNTY TREASURER	01/30/2018		03/01/2018	18.31	18.31	Open	Y
35084	CRAIN'S CHICAGO BUSINESS	02/02/2018		03/01/2018	119.00	119.00	Open	N
35045	DAVE THOMMES	02/07/2018		03/01/2018	969.60	969.60	Open	N
35072	DEVIN FRENDRIES	01/12/2018		03/01/2018	83.63	83.63	Open	N
35073	DEVIN FRENDRIES	01/12/2018		03/01/2018	54.14	54.14	Open	N
35014	DIGITAL RIVER INC.	12/14/2017		03/01/2018	1,379.40	1,379.40	Open	Y
35057	DIRECT ENERGY BUSINESS	01/29/2018		03/01/2018	8,915.35	8,915.35	Open	N
35058	DIRECT ENERGY BUSINESS	01/29/2018		03/01/2018	1,632.54	1,632.54	Open	N
34992	DREISILKER ELECTRIC MOTORS INC	02/02/2018		03/01/2018	119.60	119.60	Open	Y
35001	DREISILKER ELECTRIC MOTORS INC	01/30/2018		03/01/2018	237.44	237.44	Open	Y
34869	EBEL'S ACE HARDWARE #8313	02/19/2018		02/19/2018	21.19	21.19	Open	Y
34983	EBEL'S ACE HARDWARE #8313	01/17/2018		03/01/2018	1.08	1.08	Open	Y
34873	ELEVATOR INSPECTION SERVICES	02/19/2018		02/19/2018	165.00	165.00	Open	Y
35042	ENVISION HEALTHCARE INC	02/01/2018		03/01/2018	36.00	36.00	Open	Y
35015	FIRST COMMUNICATION LLC	01/01/2018		03/01/2018	1,026.89	1,026.89	Open	N
35086	FIRST COMMUNICATION LLC	02/01/2018		03/01/2018	1,003.86	1,003.86	Open	N
34995	FITNESS EQUIPMENT SERVICES	01/29/2018		03/01/2018	12.00	12.00	Open	Y
35060	FLAGG CREEK WATER RECLAMATION	02/07/2018		03/01/2018	4,977.39	4,977.39	Open	N
35040	FLUID RUNNING LLC	02/05/2018		03/01/2018	8,648.87	8,648.87	Open	N
35024	GEORGELO PIZZA - CHICAGO, INC.	01/25/2018		03/01/2018	184.50	184.50	Open	Y
35025	GEORGELO PIZZA - CHICAGO, INC.	01/18/2018		03/01/2018	123.00	123.00	Open	Y
35026	GEORGELO PIZZA - CHICAGO, INC.	01/11/2018		03/01/2018	123.00	123.00	Open	Y
35027	GEORGELO PIZZA - CHICAGO, INC.	01/05/2018		03/01/2018	133.00	133.00	Open	Y
35062	GEORGELO PIZZA - CHICAGO, INC.	10/13/2017		03/01/2018	123.00	123.00	Open	N
35044	GRAINGER	01/25/2018		03/01/2018	39.00	39.00	Open	Y
35032	GRAPHIC III PAPERS	01/22/2018		03/01/2018	49.38	49.38	Open	N
35068	HAGG PRESS	01/31/2018		03/01/2018	225.00	225.00	Open	N
34997	HARRIS COMPUTER SYSTEMS	01/30/2018		03/01/2018	140.82	140.82	Open	Y
35046	HOME DEPOT CREDIT SERVICES	01/22/2018		03/01/2018	33.85	33.85	Open	N

User: mkorman

EXP CHECK RUN DATES 02/01/2018 - 02/19/2018

DB: Oak Brook Park

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
35047	HOME DEPOT CREDIT SERVICES	01/25/2018	03/01/2018	13.70	13.70	Open	N
35048	HOME DEPOT CREDIT SERVICES	01/26/2018	03/01/2018	173.19	173.19	Open	N
35049	HOME DEPOT CREDIT SERVICES	01/25/2018	03/01/2018	5.87	5.87	Open	N
35050	HOME DEPOT CREDIT SERVICES	01/19/2018	03/01/2018	83.89	83.89	Open	N
35051	HOME DEPOT CREDIT SERVICES	01/17/2018	03/01/2018	115.03	115.03	Open	N
35052	HOME DEPOT CREDIT SERVICES	01/10/2018	03/01/2018	86.52	86.52	Open	N
35053	HOME DEPOT CREDIT SERVICES	12/28/2017	03/01/2018	103.21	103.21	Open	N
35054	HOME DEPOT CREDIT SERVICES	01/03/2018	03/01/2018	249.91	249.91	Open	N
35009	HOME PLUMBING SUPPLY	01/19/2018	03/01/2018	86.10	86.10	Open	Y
35055	HOME PLUMBING SUPPLY	02/05/2018	03/01/2018	272.00	272.00	Open	N
35061	HOME PLUMBING SUPPLY	02/08/2018	03/01/2018	316.63	316.63	Open	N
34966	HP PRODUCTS	02/19/2018	03/01/2018	324.50	324.50	Open	Y
35021	HP PRODUCTS	01/31/2018	03/01/2018	918.65	918.65	Open	Y
35037	HP PRODUCTS	01/11/2018	03/01/2018	86.50	86.50	Open	Y
35075	HP PRODUCTS	11/01/2017	03/01/2018	1,242.94	1,242.94	Open	N
35076	HP PRODUCTS	11/01/2017	03/01/2018	1,702.93	1,702.93	Open	N
35077	HP PRODUCTS	01/25/2018	03/01/2018	330.95	330.95	Open	N
35078	HP PRODUCTS	11/05/2017	03/01/2018	146.26	146.26	Open	N
34984	IL STATE TOLL HWY AUTHORITY	12/31/2017	03/01/2018	96.00	96.00	Open	Y
35034	ILLINOIS STATE POLICE	01/01/2018	03/01/2018	500.00	500.00	Open	N
35006	JAMES LEZATTE	12/31/2017	03/01/2018	656.00	656.00	Open	Y
34874	JONES TRAVEL	02/19/2018	02/19/2018	1,318.00	1,318.00	Open	Y
35069	KIM CATRIS	01/31/2018	03/01/2018	143.36	143.36	Open	N
35087	KONICA MINOLTA BUSINESS	02/02/2018	03/01/2018	499.00	499.00	Open	N
35016	LAKESHORE ATHLETIC SERVICES	01/24/2018	03/01/2018	1,045.00	1,045.00	Open	Y
35017	LAKESHORE ATHLETIC SERVICES	01/24/2018	03/01/2018	2,777.50	2,777.50	Open	Y
35018	LINDBLAD CINSTRUCTION	09/27/2017	03/01/2018	2,739.99	2,739.99	Open	Y
35012	LPG MUSIC INC.	01/08/2018	03/01/2018	600.00	600.00	Open	Y
35002	MANHARD CONSULTING LTD	01/17/2018	03/01/2018	1,126.60	1,126.60	Open	Y
35003	MANHARD CONSULTING LTD	01/17/2018	03/01/2018	900.00	900.00	Open	Y
35004	MANHARD CONSULTING LTD	01/17/2018	03/01/2018	2,520.00	2,520.00	Open	Y
35082	MARKET ACCESS CORP.	02/07/2018	03/01/2018	175.00	175.00	Open	N
34982	McMASTER-CARR	01/12/2018	03/01/2018	13.96	13.96	Open	Y
34990	McMASTER-CARR	01/25/2018	03/01/2018	51.51	51.51	Open	Y
35088	MY OFFICE PRODUCTS	01/23/2018	03/01/2018	254.72	254.72	Open	N
35089	MY OFFICE PRODUCTS	01/22/2018	03/01/2018	221.88	221.88	Open	N
35090	MY OFFICE PRODUCTS	01/08/2018	03/01/2018	131.91	131.91	Open	N
34981	NICOR GAS	01/26/2018	03/01/2018	1,762.14	1,762.14	Open	Y
35035	OAK BROOK PARK DISTRICT	01/24/2018	03/01/2018	1,964.07	1,964.07	Open	Y
35066	OAKBROOK TERRACE PARK DISTRICT	02/08/2018	03/01/2018	64.80	64.80	Open	N
34967	O'REILLY AUTO PARTS	02/19/2018	03/01/2018	59.63	59.63	Open	Y
34986	O'REILLY AUTO PARTS	01/19/2018	03/01/2018	4.19	4.19	Open	Y
34987	O'REILLY AUTO PARTS	01/17/2018	03/01/2018	8.68	8.68	Open	Y
34988	O'REILLY AUTO PARTS	01/29/2018	03/01/2018	14.46	14.46	Open	Y
34989	O'REILLY AUTO PARTS	01/30/2018	03/01/2018	24.27	24.27	Open	Y
35083	PANDECON INC.	02/02/2018	03/01/2018	73,415.90	73,415.90	Open	N
35023	PEPSI	01/17/2018	03/01/2018	211.72	211.72	Open	Y

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
EXP CHECK RUN DATES 02/01/2018 - 02/19/2018
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
35094	PETTY CASH - CORPORATE ADMIN.	02/08/2018	03/01/2018	52.82	52.82	Open	N
35029	PETTY CASH/ RECREATION CENTER	01/31/2018	03/01/2018	83.90	83.90	Open	N
35095	PETTY CASH-RECREATION DEPT.	02/08/2018	03/01/2018	236.41	236.41	Open	N
35056	PFEIFFER'S PEST CONTROL	01/29/2018	03/01/2018	100.00	100.00	Open	N
35065	PIONEER MANUFACTURING CO.	01/31/2018	03/01/2018	89.00	89.00	Open	N
34870	PORTER PIPE & SUPPLY CO.	02/19/2018	02/19/2018	16.43	16.43	Open	Y
34977	QUEST DIAGNOSTICS	01/26/2018	03/01/2018	885.01	885.01	Open	Y
34865	RANDALL INDUSTRIES	02/19/2018	02/19/2018	344.60	344.60	Open	Y
35020	ROBBINS SCHWARTZ	01/31/2018	03/01/2018	9,029.82	9,029.82	Open	Y
35043	ROSATI'S PIZZA	11/06/2017	03/01/2018	1,578.00	1,578.00	Open	Y
34968	ROYAL PRINCESS PARTIES	02/19/2018	03/01/2018	325.00	325.00	Open	Y
34969	ROYAL PRINCESS PARTIES	02/19/2018	03/01/2018	300.00	300.00	Open	Y
34998	ROYAL PRINCESS PARTIES	01/30/2018	03/01/2018	25.00	25.00	Open	Y
34999	ROYAL PRINCESS PARTIES	01/30/2018	03/01/2018	300.00	300.00	Open	Y
34867	RUSSO POWER EQUIPMENT	02/19/2018	02/19/2018	33.90	33.90	Open	Y
34868	RUSSO POWER EQUIPMENT	02/19/2018	02/19/2018	126.99	126.99	Open	Y
35030	RUSSO POWER EQUIPMENT	01/22/2018	03/01/2018	2,143.26	2,143.26	Open	N
35074	RUSSO POWER EQUIPMENT	11/01/2017	03/01/2018	5,609.52	5,609.52	Open	N
35081	RUSSO POWER EQUIPMENT	01/28/2018	03/01/2018	1,323.00	1,323.00	Open	N
34875	SECOND CHANCE CARDIAC SOLUTION	02/19/2018	02/19/2018	959.00	959.00	Open	Y
34975	SERVICE SANITATION, INC.	02/19/2018	03/01/2018	58.50	58.50	Open	Y
35067	SHAW MEDIA	01/31/2018	03/01/2018	350.00	350.00	Open	N
35092	SHERWIN WILLIAMS	02/02/2018	03/01/2018	32.38	32.38	Open	N
35093	SHERWIN WILLIAMS	01/19/2018	03/01/2018	129.52	129.52	Open	N
34994	SPRINT PHONE	01/29/2018	03/01/2018	17.25	17.25	Open	Y
35079	STATE FIRE MARSHALL	02/02/2018	03/01/2018	400.00	400.00	Open	N
34993	STERLING NETWORK INTEGRATION	01/05/2018	03/01/2018	69.50	69.50	Open	Y
35091	TAFT STETTINIUS &HOLLISTER LLP	01/16/2018	03/01/2018	3,500.00	3,500.00	Open	N
35036	TAYLOR PLUMBING	01/23/2018	03/01/2018	476.00	476.00	Open	Y
35080	THE EMPLOYERS ASSOCIATION	01/28/2018	03/01/2018	412.00	412.00	Open	N
34864	TOTAL FIRE & SAFETY, INC.	02/19/2018	02/19/2018	295.00	295.00	Open	Y
35039	TOTAL FIRE & SAFETY, INC.	01/09/2018	03/01/2018	360.25	360.25	Open	Y
35063	TOTAL FIRE & SAFETY, INC.	01/19/2018	03/01/2018	250.00	250.00	Open	N
35010	TRANE U.S. INC.	01/03/2018	03/01/2018	1,911.00	1,911.00	Open	Y
35041	UNDERGROUND IMAGING	01/15/2018	03/01/2018	1,803.70	1,803.70	Open	Y
34871	UNITED LABORATORIES	02/19/2018	02/19/2018	422.95	422.95	Open	Y
35071	UNITED LABORATORIES	01/25/2018	03/01/2018	381.12	381.12	Open	N
34978	VERIZON WIRELESS	01/15/2018	03/01/2018	996.91	996.91	Open	Y
34872	VILLA PARK ELECTRICAL SUPPLY	02/19/2018	02/19/2018	20.24	20.24	Open	Y
35011	VILLA PARK ELECTRICAL SUPPLY	01/10/2018	03/01/2018	579.60	579.60	Open	Y
35033	VILLA PARK OFFICE EQUIPMENT	01/04/2018	03/01/2018	985.00	985.00	Open	N
34973	VILLAGE OF OAK BROOK	02/19/2018	03/01/2018	260.00	260.00	Open	Y
34974	VILLAGE OF OAK BROOK	02/19/2018	03/01/2018	605.00	605.00	Open	Y
35031	VILLAGE OF OAK BROOK	01/18/2018	03/01/2018	511.00	511.00	Open	N
35059	VILLAGE OF OAK BROOK	02/07/2018	03/01/2018	8,560.00	8,560.00	Open	N
34996	VILLAGE OF OAK BROOK	01/19/2018	03/01/2018	369.93	369.93	Open	Y
34972	WASTE MANAGEMENT OF ILLINOIS I	02/19/2018	03/01/2018	536.29	536.29	Open	Y

User: mkorman

EXP CHECK RUN DATES 02/01/2018 - 02/19/2018

DB: Oak Brook Park

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
34971	WIGHT & COMPANY	02/19/2018	03/01/2018	16,316.15	16,316.15	Open	Y
35005	WIGHT & COMPANY	12/31/2017	03/01/2018	20,000.00	20,000.00	Open	Y
35008	WIGHT & COMPANY	12/31/2017	03/01/2018	2,581.03	2,581.03	Open	Y
# of Invoices:	144	# Due:	144	Totals:	257,847.76	257,847.76	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					257,847.76	257,847.76	

--- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	43,646.12	43,646.12
02 - RECREATION FUND	47,845.85	47,845.85
07 - RECREATIONAL FACILITIES FUND	81,014.02	81,014.02
09 - SPECIAL RECREATION FUND	200.00	200.00
12 - CAPITAL PROJECTS FUND	85,141.77	85,141.77

--- TOTALS BY DEPT/ACTIVITY ---

01 - ADMINISTRATION CORPORATE	20,081.12	20,081.12
05 - CENTRAL PARK	11,824.53	11,824.53
07 - FOREST GLEN PARK	51.51	51.51
09 - DEAN PROPERTY	33.72	33.72
10 - PROFESSIONAL SERVICES	9,637.32	9,637.32
15 - BUILDING/RECREATION CENTER	18,326.08	18,326.08
20 - CENTRAL PARK WEST	1,628.52	1,628.52
21 - FITNESS CENTER	4,975.79	4,975.79
25 - AQUATIC CENTER	13,984.04	13,984.04
26 - AQUATIC-RECREATION PROGRAMS	8,648.87	8,648.87
30 - CHILDRENS PROGRAMS	924.00	924.00
31 - PRESCHOOL PROGRAMS	109.13	109.13
32 - YOUTH PROGRAMS	64.80	64.80
40 - ADULT PROGRAMS	1,640.00	1,640.00
50 - PIONEER PROGRAMS	1,118.00	1,118.00
60 - SPECIAL EVENTS & TRIPS	359.00	359.00
71 - BUILDING/RACQUET CLUB	4,588.28	4,588.28
75 - PROGRAMS/RACQUET CLUB	656.00	656.00
80 - MARKETING	74,055.28	74,055.28
95 - CAPITAL PROJECTS FUND	85,141.77	85,141.77

WARRANT NO. 608
CHECKS

<u>Check #</u>	<u>Date</u>	<u>Vendor/Description</u>	<u>Amount:</u>
51617	1/15/2018	Fuild Running Reconciling classes	\$ 9,739.50
51318	1/15/2018	Village of Oak Brook Water bill	\$ 13,631.12
51319	1/16/2018	Village of Oak Brook Insurance premium	\$ 113,287.30
51321	1/22/2018	Dearborn National Life Insurance Co. Life insurance Feb 2018	\$ 570.80
51322	1/22/2018	Eclipse Soccer Club Tots/LDL soccer classes	\$ 728.00
51323	1/22/2018	Elmhurst Memorial Physical L.Rodriguez	\$ 96.00
51324	1/22/2018	Sonitrol Maintenance garage	\$ 156.00
51325	1/25/2018	Anderson Elevator Elevator inspection	\$ 567.84
51337	2/8/2018	Jackie Yu Lunch and Learn supplies	\$ 194.33
ACH Transfer		PDRMA Paid by ACH Transfer	\$ 70,383.54
ACH Transfer		Konica Minolta Premiere Finance Monthly lease/bizhub	\$ 784.00
ACH Transfer		Direct Energy Bill paid by ACH transfer on 1/29/18	17,504.47
TOTAL INTERIM CHECKS & ACH TRANSFER			227,642.90
ACTUAL WARRANT			\$ 257,847.76
TOTAL WARRANT #608			485,490.66



Oak Brook Park District

1450 Forest Gate Road
Oak Brook, IL 60523

Petty Cash - Corporate

Petty Cash for February 2018

Received By	Date	Description	Account Number	Amount
L. Kosey	1/19/18	Conference Transportation	01-01-690-001	\$10.00
	1/29/18	Conference Transportation	01-01-690-001	\$13.50
		Total		\$23.50
L. Noonan	1/12/18	Village of Glenview Village Hall	01-01-660-002	\$29.32
		Total		\$29.32
			Grand Total	\$52.82



Oak Brook Park District

1450 Forest Gate Road
Oak Brook, IL 60523

Petty Cash - R Recreation

Petty Cash for February 2018

Received By	Date	Description	Account Number	Amount
D. Thommes	1/8/2018	Preschool Supplies	02-31-765-001	\$22.56
	1/8/2018	Preschool Supplies	02-31-765-001	\$20.32
	2/1/2018	Preschool Supplies	02-31-765-001	\$21.25
		Total		\$64.13
	2/5/18	Tissue Paper for Unwine Event	02-60-765-028	\$2.00
		Total		\$2.00
	1/23/18	Cab Ride (10 Staff) Conference	02-01-700-000	\$40.00
		Total		\$40.00
	2/1/18	Train for Conference	02-80-980-000	\$15.00
		Total		\$15.00
	1/22/18	Train for Conference	02-01-690-000	\$18.30
	1/23/18	Train for Conference	02-01-690-000	\$14.00
	1/23/18	Uber to Train for Conference	02-01-690-000	\$9.70
	1/23/18	Transportation for Conference/Active Adult Network Retreat	02-01-690-000	\$27.50
		Total		\$69.50
D. Thommes	1/18/18	Hilton Chicago Round Trip	02-01-660-002	\$31.61
D. Thommes	1/24/18	DuPage Sports Committee Mtg. Embassy Suites,Naperville	02-01-660-002	\$14.17
		Total		\$45.78
		Grand Total		\$236.41

Congratulations

Greg Wooley, Graphic Designer



The Oak Brook Park District's graphic designer, Greg Wooley, was named the Rising Star of the Communications and Marketing Section of the Illinois Park and Recreation Association during its annual meeting January 18, 2018.

Each year, the committee recognizes the outstanding efforts and leadership of a new member or a member who has stepped into a new role.

Wooley was recognized for his role in promoting Agency Showcase, the association's statewide marketing competition.

His work for the Oak Brook Park District was also recognized as among the best in the state. The Oak Brook Park District took second place in the Brochure Category, and third place in the Logo Design and Promotional Item Categories.



Memo

To: Oak Brook Park District Board of Commissioners
From: Laure Kosey, Executive Director
Date: February 14, 2018
Re: January/February 2018: Admin., Corporate Relations, IT & Marketing

January Board Meeting Follow Up:

Universal Playground Funding

The proposed funding will use \$400,000 in reserves as well as financing the remaining \$500,000 over 7 years. The financing proposal is on the board agenda.

Market Based Salary Range Adjustment

The ranges have been adjusted 2% from this year for all full-time positions.

Musco LED Sports Lighting

The Interlocal Purchasing System (TIPS) Cooperative Purchasing Group will be supplying the sports lighting. Musco Sports Lighting understands the Village Ordinance requirements for this lighting and it is written into the purchase order.

February Board Meeting Discussion Points:

Mowing Bid

Staff has prepared the bid with a recommendation forthcoming at the March board meeting.

Family Locker Rooms

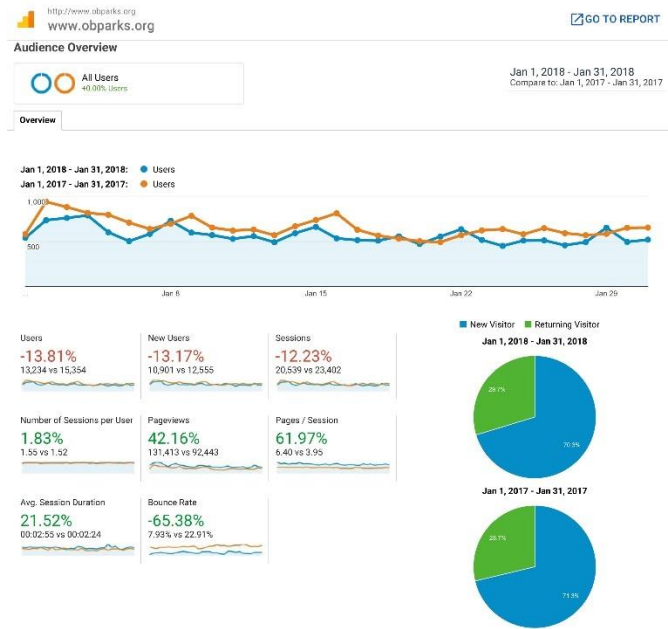
The project has 3 small punch list items to take care of and a final payout will be distributed. Several change orders needed to be finalized with the extensive water damage found in the bathrooms and showers. With the contingency, the total project cost is \$3,636.00 under budget.

January Marketing, IT, and Corporate Relations Report



Oak Brook
Park District
www.obparks.org
1450 Forest Gate Road • Oak Brook, IL 60523-2151
Providing the very best in park and recreational opportunities, facilities and open lands for our community.

Obparks.org Analytics January Audience Report



Audience Analysis

The Audience Report shows a decline in new users. However, users are spending significantly more time on the site. We plan to ramp up acquisition efforts and will continue to monitor behavior trends as users become more accustomed to the new site.

Jan. Ecommerce
Total: \$54,283.43

Obparks.org acquisition value and visitor trends

Referral Values	Jan.	Dec.	Nov
Direct:	\$53,806	\$16,147	\$40,165
Organic Search:	\$384	\$0	\$1403
External Refs:	\$1204	\$800	\$987
Email:	\$216	\$60	\$73
Social Media:	\$0	\$30	\$0

Top Pages

1. Home
2. Aquatics/Hours
3. Aquatics
4. Aquatics/Swim_Lessons
5. Aquatics/Theme_Parties

Email Marketing

Email	Date	Open	Clicks
Fitness	1/3	49%	15%
Special Events	1/4	34%	6%
Unwine Wednesday	1/10	53%	25%
Youth Programs	1/12	28%	3%
Pioneer	1/15	50%	23%
General News	1/22	33%	9%
Hamilton	1/29	52%	13%
Chamber Uwine	1/30	24%	9%

Social Media Analytics

Facebook total likes: 1874 (17 new) Total Posts: 11
Most popular post: Jan 24-**Graphic Designer Receives State Recognition**



January Twitter Totals:

Jan 2018 • 31 days

TWEET HIGHLIGHTS

Top Tweet earned 1,235 impressions
Good morning! The Family Aquatic Center is open today! All lessons will take place as scheduled. Please note, the Leisure Pool will open at noon. Thank you again for your patience.

Top mention earned 5 engagements
Fluid Running @FluidRunning Feb 1
It's free trial week at @FluidRunning! Register for @WestSuperior at ow.ly/zw830i4oKQ Register for @obparks at ow.ly/KVGO30i4onq pic.twitter.com/i9QxVj69Na

JAN 2018 SUMMARY

Tweets	8	Tweet impressions	3,992
Profile visits	182	Mentions	2
New followers	11		

Top Follower

followed by 1,552 people
First Tee Chicago @FirstTeeChicago
The First Tee of Greater Chicago provides youth with educational programs that promote character development and life-enhancing values through the game of golf.



Agency Showcase Statewide Marketing Competition:

Oak Brook Park District entered in four categories. We placed 2nd in Brochure Category (35*), 2nd in Promotional Item (16*), and 3rd in the Logo Design Category (25*). We also entered the Integrated Photography category.

*Total number of agencies participating.



Memo

To: Board of Commissioners and Executive Director, Laure Kosey
From: Marco Salinas, Chief Financial Officer
Date: February 14, 2018
Re: January 2018 Financials

General Fund

We have now completed nine months of the current fiscal year. Year-to-date (YTD) revenues in this fund equal \$2,428,379, which is a slight increase over prior year's revenues of \$2,408,955. YTD expenditures currently equal \$1,722,976, which is a decrease over prior year's expenditures of \$1,782,792. Combined, the fund is experiencing a YTD net surplus of \$705,403, which is an increase over last year's YTD net surplus of \$483,663. Following is a more detailed analysis of the General Fund's activities:

Professional Services- Legal counsel fees are budgeted in this cost center at \$60,000. Such costs are currently favorable at \$8,199, which is a significant decrease over prior year's costs of \$57,558. A large portion of our current year costs are related to ongoing capital improvement projects (tennis court resurfacing, family locker room project, HVAC replacement, Central Park Improvements, Gabion weir) and such costs are being capitalized in our Capital Projects Fund rather than being immediately expensed.

Contracts- Maintenance DNS- Expenditures in this cost center were approximately 50% higher in the prior year due to the costs incurred to establish the apiary program (e.g. supplies and equipment). Current year expenditures are primarily related to recurring mowing and maintenance.

Transfers Out- This annual transfer to the Capital Projects Fund is expected to occur as of the end of February 2018 whereas in the prior year, such transfer occurred earlier in the fiscal year. The transfer is carried-out to provide funding for various capital improvements and this year's amount is significantly higher than prior year (\$410K -vs- \$142K).

Recreation Fund

YTD revenues in this fund are currently at \$3,116,444, which is a slight increase over last year's revenues of \$3,094,441. YTD expenditures are currently at \$2,479,799 and represents a decrease over prior year's expenditures of \$2,563,160. There is currently a YTD net surplus of \$636,645, which is an increase over prior year's net surplus of \$531,282. Following is a more detailed analysis of the Recreation Fund's activities:

Children's Programs- Revenues in this cost center are currently at 105% of budget and approximately 21% higher than prior year. Revenues for our Sports Camp has seen the largest increase; from \$26,693 last year to \$33,208 in the current year. In addition, this year we received a \$3,000 sponsorship from Amita Health.

Capital Outlay- The YTD expenditure balance of \$137,761 consists of \$105,000 in costs for the family locker room and \$32,761 for lease payment number 2 of 3 on our fitness center exercise equipment. The current year's capital expenditure activity reflects an approximate 76% increase over prior year.

Recreational Facilities Fund (Tennis Center)

YTD total revenues are currently at \$1,320,463 which is an increase of approximately 6% over prior year. YTD expenses, which includes capital costs, are currently at \$1,278,972 and represent an increase of 32% over prior year. Combined, this fund is experiencing a slight surplus of \$41,491. This surplus balance is being impacted by the large increase in capital costs over the previous year. Following is a more detailed analysis of the Tennis Center's activities:

Programs- Racquet Club- Overall revenues in this cost center are higher than prior year by 10.2%, primarily due to increased private lesson revenues (\$154,436 -vs- \$138,152) and group lesson revenues (\$638,074 -vs- \$516,278). This increased activity has also resulted in an increase in related program expenses of approximately 12%.

Capital Outlay- Current YTD costs are higher than prior year due to expenses incurred for the HVAC upgrade (\$218,560), reflective ceiling (\$156,300), and tennis court resurfacing (\$1,122) projects. An additional billing for the HVAC project has been received and will be reflected in next month's financials.

FINANCE OPERATIONS:

- A representative from BS&A has been onsite these past two weeks setting up user groups, creating approval process flows and providing training to staff on the processing of invoices, creation of purchase orders and viewing financial information in our new software. Finance staff has been busy assisting BS&A with this process. Onsite implementation will continue through early March 2018.
- Finance staff has had numerous meetings and conversations with other staff to continue refining the requested fiscal year 2018/2019 operating and capital budgets. Finance has compiled various budget schedules and these schedules will be presented to the Board for review immediately after the February 19, 2018 Board meeting.
- Finance has completed the necessary documents for the establishment of a depository account with Wintrust Bank. We are awaiting final Board approval for the issuance of the universal playground debt certificates in order to execute the final paperwork. We expect to close on this financing arrangement by the end of February 2018.
- Going forward, the monthly financials will contain information concerning our encumbrances. Our transition to the BS&A software will facilitate the tracking of all purchase orders and will provide staff with more real-time information over their expenditures and unspent (unencumbered) budget balances.

HUMAN RESOURCES:

- The annual Forms W-2 and 1099 (Finance) have all been completed and mailed.
- We continue work on transitioning affected participants from the Nationwide Retirement deferred compensation plan to AXA Advisors.
- Linda has drafted language clarifying eligibility for any premium pay (required work during specific observed holidays).



Memo

To: Oak Brook Park District Board of Commissioners
From: Dave Thommes, Director of Recreation & Facilities
Date: February 13, 2018
Re: Recreation & Facilities Report

Recreation

- Pioneer Pinstripes Bocce reunion was held Monday, January 29th.
- The Pioneers enjoyed the movie, Passengers, on Thursday, January 25th.
- The Travel Club meeting was held on Wednesday, January 10th for a 3-day trip in May to Galena – The Town that Time_Forgot.
- Winter camp ended on January 5th. Campers had a great time playing in the gym, doing crafts and swimming.
- Nine Pioneers braved the cold to play Bingo on Thursday, January 11th.

Aquatics

- The Stars Swim Team held a swim meet on January 27th.
- Interviews have begun for summer positions for managers, lifeguards and swim instructors for both the Bath & Tennis and Family Aquatic Center.
- A major leak was repaired in the leisure pool surge tank. Other small leaks on equipment throughout the pump room were repaired in house.
- Jessica and Matt Crilly attended a maintenance conference in Indianapolis.

Fitness

- After four weeks, Choose to Lose participants have combined to lose 364.7 pounds.
- New sessions of “Get Tough” and “Pain” will begin in mid-February.
- Registration is underway for our “Fit for a 5K”. This 8-week 5K training program includes a Pink 5K registration.
- “Kids Tri Too” registration is also taking place. It, too, is an 8-week program that includes a Cori’s event registration.

Tennis

- The Tennis Center hosted Oak Brook Winter Open tournament with 73 participants January 12th – 14th.
- Open House Week was a success at the Tennis Center with 152 members and guests participating in: Pioneer Mixer, Junior Development tournament, High Performance tournament and Adult Mixer/Social.

Athletics

- Hockey Day in Oak Brook, a new free event, took place on Saturday, February 3. This event raised awareness of our outdoor ice rink as well as the sport of hockey in our community.
- The Indoor Sprint Triathlon was cancelled due to low enrollment. Staff will be replacing this event with a new summer partner triathlon after seeing the success of the revised format of the Turkey Tri in November. The new event will feature a row and bike on the turf field, followed by a run through Central Park. Staff plans to run this event in the summer of 2018.
- The Jr. Basketball program ran this month with 21 kids enrolled. This program has been a huge success and staff are looking into adding additional times this summer, specifically on Saturday mornings.
- Athletic summer camps are set for this year. There are more options now for in-house camps as well as a few new contracted camps such as Badminton Camp.

Facilities

Retention Results

January-17			
	Retained	Total	Rate
Aquatic	169	178	94.9%
Aqua/Ten	3	3	100.0%
Fitness	330	358	92.2%
Fit/Aqua	122	147	83.0%
Fit/Ten	28	33	84.8%
Premiere	23	23	100.0%
Yearly Total	675	742	91.0%
EFT Aqua	687	714	96.2%
EFT Aqua/Ten	35	35	100.0%
EFT Fitness	1115	1155	96.5%
EFT Fit/Aqua	581	602	96.5%
EFT Fit/Ten	67	68	98.5%
EFT Premiere	124	124	100.0%
Yearly & EFT	3284	3440	95.5%

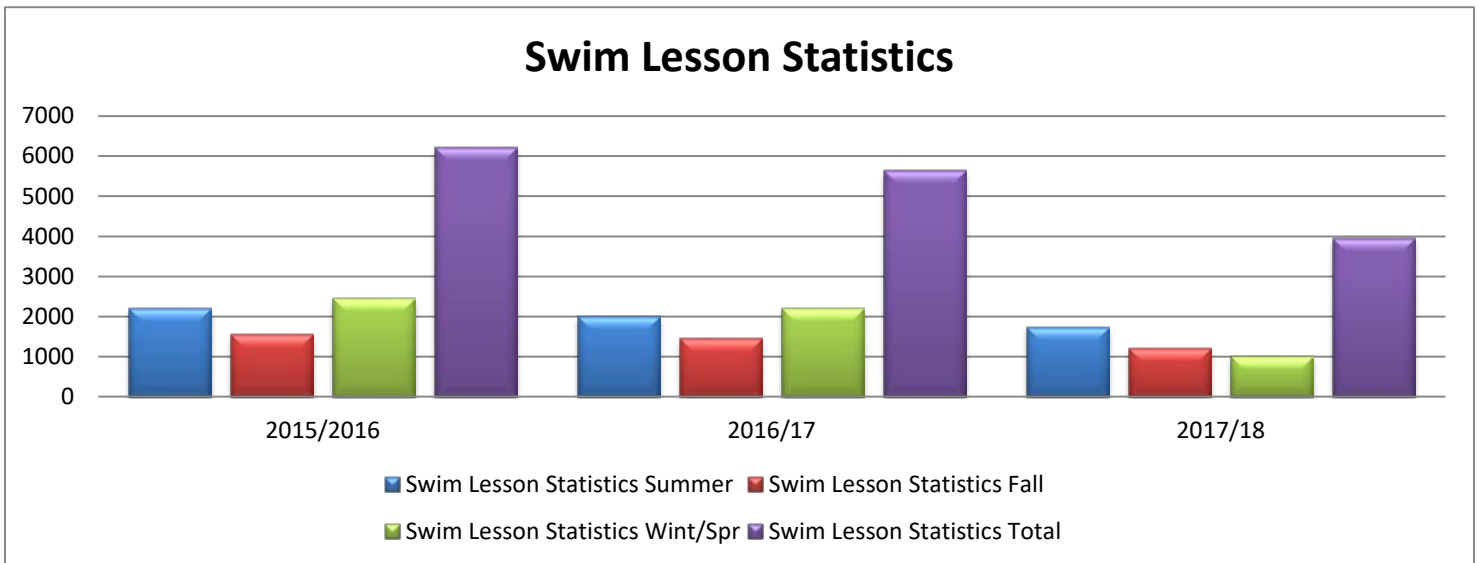
Our New Year, New You promotion that ran from December 7th, 2017 – January 14, 2018 resulted in 207 new members.



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

Swim Lesson Statistics				
	Summer	Fall	Wint/Spr	Total
2015/2016	2202	1562	2457	6221
2016/17	1995	1451	2201	5647
2017/18	1721	1214	1010	3945

Swim Team Statistics			
	Summer	Fall/Winter	Spring
2015/2016	34	56	27
2016/17	32	51	21
2017/18	25	50	18





Oak Brook Park District
 Aquatic Center
 Aquatic Party Statistics

2018 Aquatic Party Statistics													
Total # Parties	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Splash Birthday	20												20
Super Splash Birthday	10												10
Group (by day)	7												7
Private (indoors only)	5												5
Private (indoor/outdoor combo)	0												0
Splash Island Birthday	0												0
Camp Rentals	2												2
Lane Rental (lap only)	3												3
Scout	2												2
Total # Parties	49	0	59	55	0	0	0	0	0	0	0	0	163

2017	46	52	59	55	47	60	98	37	2	44	31	63	594
2016	65	60	61	80	84	90	80	68	34	49	44	46	761
2015	52	58	71	51	65	77	82	47	37	44	49	42	675



Oak Brook Park District Athletic Fields Rental Report

Athletic Field Usage 2016/2017 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	16/17 YTD	15/16 Actual
Hours	149	116	86	130	165	190	97	28	5	26	108	135	1,233	1,113
Revenue	\$11,855	\$7,598	\$3,236	\$9,478	\$8,602	\$10,652	\$7,272	\$478	\$500	\$2,600	\$8,334	\$10,115	\$80,718	\$78,489

Athletic Field Usage 2016/2017 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	16/17 YTD	15/16 Actual
Hours	207	105	138	177	191	196	0	0	0	0	0	93	1,106	1,328
Revenue	\$2,500	\$2,200	\$600	\$650	\$1,550	\$1,075	\$0	\$0	\$0	\$0	\$0	\$1,275	\$9,850	\$14,981

Athletic Field Usage 2016/2017 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	16/17 YTD	15/16 Actual
Hours	118	118	147	70	222	246	9	0	0	0	0	57	987	1,179
Revenue	\$3,123	\$1,924	\$735	\$960	\$4,062	\$3,422	\$912	\$0	\$0	\$0	\$0	\$1,508	\$16,645	\$27,914

Athletic Field Usage 2017/2018 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 YTD
Hours	177	103	109	180	188	183	109	8	8				1,064	965
Revenue	\$13,262	\$5,222	\$2,103	\$10,385	\$11,120	\$12,907	\$8,985	\$739	\$750				\$65,474	\$59,669

Athletic Field Usage 2017/2018 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 YTD
Hours	159	140	133	202	211	200	1	0	0				1,046	1,013
Revenue	\$4,203	\$2,248	\$833	\$1,138	\$6,713	\$2,088	\$25	\$0	\$0				\$17,245	\$8,575

Athletic Field Usage 2017/2018 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 YTD
Hours	88	148	151	209	183	81	2	0	0				862	930
Revenue	\$2,778	\$4,157	\$1,284	\$2,425	\$4,235	\$2,079	\$150	\$0	\$0				\$17,107	\$15,138



Oak Brook Park District Facility Statistics and Data

Facility Rentals													
	January	Feb	March	April	May	June	July	August	September	October	November	December	
2017	231	198	224	200	147	158	154	163	149	135	178	178	2,115
Gym Rentals	164	132	136	112	82	81	81	89	90	107	124	117	1,315
Gym Revenue								\$ 11,855	\$ 11,040	\$ 13,125	\$ 17,703	\$ 16,137	\$ 69,859.50
Room Rentals	57	56	69	77	55	56	57	58	45	51	54	47	682
Room Revenue								\$ 4,580	\$ 2,565	\$ 4,350	\$ 2,612	\$ 2,854	\$ 16,961.00
CPW Rentals	10	10	19	11	10	21	16	16	14	7	13	14	161
CPW Revenue	\$3,745	\$3,360	\$6,413	\$4,330	\$2,395	\$9,430	\$7,143	\$5,575	\$6,893	\$3,590	\$6,028	\$7,410	\$66,310
2018	217												217
Gym Rentals	152												152
Gym Rev.	\$ 19,245												\$ 19,245.00
Room Rentals	57												
Room Rev.	\$ 4,409												\$ 4,409.00
CPW Rentals	8												8
CPW Rev.	\$4,308												\$4,308
Theme Parties													
	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
2017	4	2	4	7	5	4	9	2	5	6	2	2	52
2018	5												5

Premiere Fitness Club Membership and Usage Data

*Members												
	January	February	March	April	May	June	July	August	September	October	November	December
2008	1,684	1,675	1,658	1,605	1,553	1,594	1,570	1,548	1,490	1,489	1,500	1,515
Resident	59%	59%	60%	60%	60%	60%	60%	59%	60%	61%	62%	62%
Non Resident	26%	25%	25%	24%	25%	24%	24%	25%	23%	23%	21%	22%
Corporate Resident	15%	16%	15%	16%	15%	16%	16%	16%	17%	16%	17%	16%
2009	1,537	1,598	1,576	1,532	1,557	1,588	1,568	1,509	1,524	1,516	1,527	1,516
Resident	63%	61%	62%	62%	62%	62%	63%	62%	62%	63%	61%	62%
Non Resident	22%	23%	21%	22%	21%	22%	22%	23%	22%	21%	24%	22%
Corporate Resident	15%	16%	17%	16%	17%	16%	15%	15%	16%	16%	15%	16%
2010	1,501	1,511	1,514	1,501	1,506	1,519	1,522	1,463	1,454	1,499	1,486	1,432
Resident	62%	62%	62%	61%	62%	64%	64%	63%	71%	65%	64%	65%
Non Resident	23%	23%	23%	25%	24%	23%	23%	22%	18%	22%	23%	22%
Corporate Resident	15%	15%	15%	14%	14%	13%	13%	15%	11%	13%	13%	13%
Usage												
	January	February	March	April	May	June	July	August	September	October	November	December
2008	7,932	7,453	7,470	7,435	6,665	6,576	8,725	5,615	5,421	6,221	6,193	6,306
2009	7,261	7,090	7,189	7,036	5,885	6,779	6,596	6,064	5,653	6,464	6,141	6,358
2010	7,449	7,327	7,718	6,731	5,915	5,868	5,961	4,986	4,563	4,532	5,335	5,227
Aerobic Members Usage												
	January	February	March	April	May	June	July	August	September	October	November	December
2010				209	344	321	326	325	342	377	332	166

*Total Membership(Excludes Staff Memberships)



Memo

To: Board of Commissioners
From: Bob Johnson, Director of Parks and Planning
Date: February 13, 2018
Re: Board Report

- Parks staff is continuing winter fleet service for all equipment and vehicles.
- The ice rink continues to be open while the weather allows.
- The staff did an outstanding job of managing the recent snow storm. Snow removal was fast, safe, and efficient.
- Staff is gathering all the necessary documentation and contracts from contractors for the Central Park Improvements project. All “by owner” items have been purchased and scheduled for delivery. The project is currently on track for starting on or around April 1st, 2018.
- The bid for 2018 turf grass mowing is currently available to the public.
- Staff is following up on questions posed by the Board and legal counsel regarding installation of electric vehicle charging stations. The item will be back on the March agenda, but answers to many of the questions are included here, and were provided by the Tesla Project Manager assigned to this region.

1. Can we review a sample contract for the charging stations? There is actually no contract for our program. The charging stations and pedestals (if needed) are provided for free, and we help pay installation costs on top of providing all warranty and service needs, without requiring you to sign a contract or “sign up” for anything. The stations are under the ownership of OB Parks from day one, with no permission necessary to stop using or remove them.

2. What are the terms? If we decide in a year (or 2,4,6, etc...) that we don't want the units, what happens? At that point, they'd be yours to remove at your will. This is an important point for us – that you aren't tied to a contract, or required to keep them for any longer than you'd like.

3. Will Tesla allow us to not be one of their destination charging sites? The idea is that we would want to provide the service for primarily residents. As the stations would be provided through our Destination Charging Program, there wouldn't be a scenario where we can cover the cost of the equipment and installations without putting them on our maps. However, we can certainly put something on the UI such as “Available for Members Only” or to keep it local to your residents.

4. Will the Park District be indemnified from any legal action? In other words, if someone's car catches fire while charging at our station, who is responsible? In the situation where a Tesla vehicle is damaged by a charging station, that would fall under Tesla's liability (let me add, though, this has never happened.) If a cable was left on the ground and somebody walked by and tripped, that would not fall under Tesla's liability.

5. What happens if a charging station becomes damaged? Warranty and maintenance are covered, so we will cover any repairs/replacements needed. All of our charging stations come with a 4-year warranty, though our personal direction per the program is such that we will continue taking care of these stations, even after the

4-year mark, so long as the property is still part of our program. This would cover any maintenance, service, repair or replacement needed.

6. Is there a plan in place for upgrading the stations after so many years? Who would be responsible for that? We do not have a plan in place at this time. These are our 2nd generation stations, so everything has already gone through an update, but assuming we had a 3rd generation come out in the future, we'd explore at that time what upgrades would look like.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: ORDINANCE 18-0219, TRANSFERRING FUNDS FROM THE CORPORATE FUND TO THE CAPITAL PROJECTS FUND.

AGENDA No.: 7 A

MEETING DATE: FEBRUARY 19, 2018

STAFF REVIEW:

Chief Financial Officer, Marco Salinas:

Handwritten signature of Marco Salinas in blue ink.

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in blue ink.

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

For fiscal year 2017-2018 we have budgeted for a \$410,000 operating transfer from the Corporate (General) Fund to the Capital Projects Fund. The purpose for this transfer is to provide funding for various capital purchases and improvements that have been budgeted in our Capital Projects Fund for this same fiscal year.

This funding process has been in place for at least 10 years and is carried-out due to the fact that the Capital Projects Fund does not currently have a significant dedicated funding source other than the occasional grant, sponsorship, or proceeds raised from the issuance of debt, to pay for capital improvements.

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

The accompanying ordinance authorizes the transfer of funds from the Corporate Fund to the Capital Projects Fund for fiscal year 2017-2018.

ACTION PROPOSED:

Motion (and a Second) to approve Ordinance 18-0219: An Ordinance Transferring Funds From The Corporate Fund to The Capital Projects Fund

ORDINANCE NO. 18-0219

**AN ORDINANCE TRANSFERRING FUNDS FROM
THE CORPORATE FUND TO THE CAPITAL PROJECTS FUND**

WHEREAS, the first six months of fiscal year 2017-2018 of the Oak Brook Park District have elapsed; and

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

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

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

Section 1: Funds in the amount of \$410,000.00, which were appropriated in the Budget and Appropriation Ordinance for fiscal year 2017-2018 for the Corporate Fund, are hereby transferred to the Capital Projects Fund, with the Capital Projects Fund to be increased to the extent of the \$410,000.00 so transferred.

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

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

PASSED AND APPROVED This 19th Day of February, 2018.

AYES: _____

NAYS: _____

ABSENT: _____

Approved:

Sharon Knitter, President

ATTEST:

Laure L. Kosey, Secretary



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ORDINANCE NO. 18-0220: AN ORDINANCE AUTHORIZING THE DESTRUCTION OF VERBATIM RECORD OF CERTAIN CLOSED MEETINGS

AGENDA No.: 7 B

MEETING DATE: FEBRUARY 19, 2018

RECOMMENDED FOR BOARD ACTION:

Executive Director

A handwritten signature in cursive, likely of the Executive Director, written over a horizontal line.

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

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

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

The following Closed Meeting recordings are now over 18 months in age.

April 13, 2016

April 18, 2016

July 18, 2016

Ordinance 18-0220 authorizes the destruction of the verbatim record of the above listed meetings. The ordinance will be presented for approval at February 19, 2018 Board Meeting.

ACTION PROPOSED:

Motion (and a second) to approve Ordinance No. 18-0220: An Ordinance Authorizing the Destruction of Verbatim Record of Certain Closed Meetings.

ORDINANCE NO. 18-0220
AN ORDINANCE AUTHORIZING THE DESTRUCTION OF THE
VERBATIM RECORD OF CERTAIN CLOSED MEETINGS

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

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

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

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

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

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

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

April 13, 2016
April 18, 2016
July 18, 2016

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

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

Section 4. This Resolution shall be in full force and effect from and after its passage

and approval as provided by law.

PASSED AND APPROVED This 19th Day of February, 2018.

AYES: _____

NAYS: _____

ABSENT: _____

President Sharon Knitter

ATTEST:

Laure Kosey, Secretary



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

RESOLUTION 18-0221 A RESOLUTION REGARDING THE REVIEW OF MINUTES FOR CLOSED MEETINGS FROM JANUARY 1989 THROUGH DECEMBER 31, 2017

AGENDA No.: 7 C

MEETING DATE: FEBRUARY 19, 2018

RECOMMENDED FOR BOARD ACTION:

Executive Director

A handwritten signature in black ink, appearing to read "Laura J. [unclear]", written over a horizontal line.

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

As required by the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.*, the District is required to review closed session minutes semi-annually to determine what minutes or portions of minutes no longer require confidentiality.

The Closed Meeting Minutes, dated January 1980 through December 2016, were reviewed by the park district's attorneys and the Board of Commissioners to determine what minutes or portions of minutes no longer require confidentiality. After conducting the review, it was determined that the need for confidentiality still exists as to all of those minutes that were reviewed.

Resolution 17-0222 declares the Board's compliance with the semi-annual review of the closed meeting minutes and provides the Board's determination for the need of continued confidentiality for the closed meeting minutes.

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

Resolution 18-0221 was presented to the Board of Commissioners for its review at the Closed Session of the January 15, 2018 Board Meeting.

ACTION PROPOSED:

Motion (and a second) to approve Resolution 18-0221: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1989 through December 31, 2017.

RESOLUTION NO. R18-0221

**A RESOLUTION REGARDING THE REVIEW
OF MINUTES FOR CLOSED MEETINGS
FROM JANUARY, 1989 THROUGH December 31, 2017**

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

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

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

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

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

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

PASSED AND APPROVED THIS 19th DAY OF FEBRUARY 2018.

AYES: _____

NAYS: _____

ABSENT: _____

Sharon Knitter, President

ATTEST:

Laure Kosey, Secretary



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: MARKET BASED SALARY RANGE ADJUSTMENTS

AGENDA No.: 7 D

MEETING DATE: FEBRUARY 19, 2018

STAFF REVIEW:

Chief Financial Officer, Marco Salinas:

Handwritten signature of Marco Salinas in blue ink.

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in blue ink.

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

The Park District's adoption of the market-based salary range adjustments as recommended by the Management Association of Illinois.

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

The market-based range adjustments equal 2.0% for the full-time positions. The schedule is attached.

ACTION PROPOSED:

A Motion (and a second) to adopt the market-based salary range adjustments as presented in the attached schedule.

**Oak Brook Park District
Pay Grades
Effective: May 1, 2018***

Pay Grade	FLSA	Job Title	Minimum	Midpoint	Maximum
13		Hold for Future Restructuring	\$ 124,832	\$ 156,040	\$ 187,248
			\$ 60.02	\$ 75.02	\$ 90.03
12	E	Executive Director	\$ 109,889	\$ 137,359	\$ 164,831
			\$ 52.84	\$ 66.03	\$ 79.24
11		Hold for Future Restructuring	\$ 96,732	\$ 120,914	\$ 145,097
			\$ 46.50	\$ 58.13	\$ 69.76
10	E	Chief Financial Officer	\$ 85,152	\$ 106,439	\$ 127,727
	E	Director of Recreation and Facilities	\$ 40.94	\$ 51.17	\$ 61.40
9	E	Director of Parks and Planning	\$ 74,957	\$ 93,695	\$ 112,436
			\$ 36.04	\$ 45.04	\$ 54.06
8		Hold for Future Restructuring	\$ 65,983	\$ 82,478	\$ 98,976
			\$ 31.72	\$ 39.66	\$ 47.58
7	E	Tennis Center Manager	\$ 58,084	\$ 72,604	\$ 87,126
	E	Human Resource Manager	\$ 27.93	\$ 34.90	\$ 41.89
	E	Finance Manager			
	E	IT Manager			
	E	Assistant Director of Recreation			
6	E	Marketing and Promotions Manager	\$ 51,131	\$ 63,912	\$ 76,695
	NE	Building Engineer	\$ 24.58	\$ 30.72	\$ 36.87
5	E	Graphic Designer	\$ 45,009	\$ 56,261	\$ 67,513
	E	Family Aquatic Center Manager	\$ 21.63	\$ 27.05	\$ 32.46
	E	Corporate & Community Relations			
	E	Athletic and Recreation Manager			
	NE	Executive Administrative Assistant			
	E	FRC Facility Manager			
4	E	Adult Recreation Supervisor	\$ 39,621	\$ 49,526	\$ 59,430
	E	Tennis Center Assistant Manager	\$ 19.04	\$ 23.81	\$ 28.57
	NE	Park Specialist			
	NE	Account Clerk			
	NE	Landscape Specialist			
	E	FRC Facility Supervisor			
	E	Fitness Supervisor			
	E	Aquatic Facility Supervisor			
3	NE	Registration Clerk	\$ 34,878	\$ 43,597	\$ 52,316
			\$ 16.77	\$ 20.96	\$ 25.15
2	NE	Park Technician	\$ 30,703	\$ 38,378	\$ 46,053
	NE	Park District Lead Custodian	\$ 14.76	\$ 18.45	\$ 22.14
	NE	Building Technician			
1	NE	Park District Custodian	\$ 27,026	\$ 33,782	\$ 40,539
			\$ 12.99	\$ 16.24	\$ 19.49

*NOTE: Per Management Association of IL, 2.0% market adjustment increase over May 1, 2017.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: RESOLUTION 18-0118: A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER INVOLVING AN INCREASE IN THE CONTRACT PRICE OF \$10,000.00 OR MORE FOR THE TENNIS CENTER HVAC PROJECT

AGENDA No.: 7 E

MEETING DATE: FEBRUARY 19, 2018

STAFF REVIEW:

Director of Recreation & Facilities, Dave Thommes *Dave Thommes*

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey *Laure Kosey*

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

The Board of Park Commissioners approved an agreement with Pandecon, Inc. to replace two HVAC units, duct work and to raise the ceiling in the lobby at the Tennis Center for a not to exceed price of \$306,678 at the April 17, 2017 regular meeting of the Board of Commissioners.

In the process of construction, several issues were discovered that necessitated change orders #4 and #5. In order to expedite the completion of the project, the contractor was given verbal permission to complete the work. The change order documents were only recently submitted to the Park District for formal approval of the change orders.

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

Change Order 004: Rewire fire alarm system, replace tennis court smoke detector, strobes and conduction full operational verification of all new components for a total cost of \$8,637.22

Change Order 005: Speaker installation and wiring that was not part of the base bid. Additional ceiling grid work based on inspection results for a total cost of \$4,400.

ACTION PROPOSED:

Motion (and a Second) to approve Resolution 18-0118: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000.00 or more for the Tennis Center HVAC Project.

RESOLUTION NO. 18-0118

**A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER
INVOLVING AN INCREASE IN THE CONTRACT PRICE OF \$10,000.00 OR MORE
(TENNIS CENTER HVAC PROJECT
WITH PANDECON, INC.)**

WHEREAS, pursuant to the Illinois Compiled Statutes, Chapter 720, Section 5/33E-9, the Oak Brook Park District (the “District”) is required to make specific findings prior to authorizing any change order relative to a contract which would increase or decrease the dollar amount of the contract by \$10,000.00 or more; and

WHEREAS, during certain Regular Board Meetings of the Oak Brook Park District, the Board of Commissioners (“Board”) approved change orders 1, 2, and 3 as set forth in the following chart, and

Regular Board Meeting Date	Change Order Number and Description	Amount
August 21, 2017	#1. Water Line replacement of old galvanized piping with copper.	\$3,790.00
August 21, 2017	#2. Replace fluorescent light fixtures with LED, electrical corrective work to remediate numerous found non-code compliant above ceiling conditions.	\$7,495.00
September 18, 2017	#3. Provide fire protection sprinkler head above ceiling in exposed peak of the existing roof to remediate non-code compliant condition revealed after demolition of ceilings.	\$3,000.00
Subtotal		\$14,285.00

WHEREAS, said change orders increased the price of the contract between the District and Pandecon, Inc for the amount of \$\$14,285, and

WHEREAS, the Executive Director has presented and recommended the proposed change orders 4 and 5 to the contract between the District and Pandecon, Inc. for the following amounts:

Change Order	Description	Amount
Change Order 4	Fire alarm certification and testing	\$8,637.22
Change Order 5	Speaker Installation, corrections to ceiling grid	\$4,400.00
Subtotal		\$13,037.22

and a copy of said change orders 4 and 5 being attached hereto as Exhibit “A” and made part hereof, to the District’s Board of Park Commissioners (“Board”); and

WHEREAS, the total sum of change orders 1, 2, 3, 4 and 5 would increase the contract price by \$27,322.22 thereby requiring the Board's authorization to accept change orders 4 and 5.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE OAK BROOK PARK DISTRICT, DuPage and Cook Counties, Illinois, as follows:

SECTION 1. That after reviewing the explanation of the Executive Director as to the necessity of and reason for the change order attached hereto as Exhibit "A", the Board finds as follows:

- A. That the circumstances which necessitated said change orders were not reasonably foreseeable at the time the contract was entered into.
- B. That the basis of the change orders was not within the contemplation of the contract when the contract was signed.
- C. That it is in the best interests of the District to approve the change orders in its proposed forms.
- D. That to the extent that it may have been necessary to go to bid relative to the work contemplated by said change orders, bidding is hereby specifically waived as to the change order work.

SECTION 2. That having made the findings set forth in Section 1 above, the Board hereby approves the change order 3 attached hereto as Exhibit "A", and directs and authorizes the Board's President to execute said change order on behalf of the District.

PASSED AND APPROVED THIS 19th DAY OF FEBRUARY, 2018.

AYES: _____

NAYS: _____

OTHER: _____

Sharon Knitter, President

ATTEST:

Laure Kosey, Secretary

Exhibit A
Change Orders 4 and 5



AIA®

Document G701™ – 2001

Change Order

PROJECT (Name and address): 1053 - Oak Brook Park District - HVAC Upgrade Oak Brook Tennis Center 1300 Forest Gate Road Oak Brook, IL 60523	CHANGE ORDER NUMBER: 004 DATE: November 21, 2017	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Pandecon, Inc. 725 Cheever Ave. Geneva, IL 60134	ARCHITECT'S PROJECT NUMBER: 16-310-1053 CONTRACT DATE: April 17, 2017 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Provide Owner requested fire alarm rewiring certification and testing in association with renovation of the upper level of the tennis center. Replace defective tennis court smoke detector and toilet room strobe. Coordinate full operational verification of complete system and test system in witness of Oakbrook Fire Department.

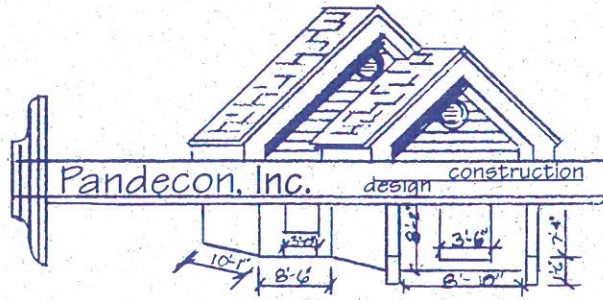
The original Contract Sum was	\$	306,678.00
The net change by previously authorized Change Orders	\$	14,285.00
The Contract Sum prior to this Change Order was	\$	320,963.00
The Contract Sum will be increased by this Change Order in the amount of	\$	8,637.22
The new Contract Sum including this Change Order will be	\$	329,600.22

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Kluber, Inc.</u> ARCHITECT (Firm name)	<u>Pandecon, Inc.</u> CONTRACTOR (Firm name)	<u>Oak Brook Park District</u> OWNER (Firm name)
<u>10 S. Shumway Ave., Batavia, Illinois 60510</u> ADDRESS	<u>725 Cheever Ave., Geneva, IL 60134</u> ADDRESS	<u>1450 Forest Gate Road, Oak Brook, Illinois 60523</u> ADDRESS
<u></u> BY (Signature)	<u></u> BY (Signature)	<u></u> BY (Signature)
<u>Donald Ware, Jr.</u> (Typed name)	<u>Robert Pandecon</u> (Typed name)	<u></u> (Typed name)
<u>11-21-17</u> DATE	<u>12-11-17</u> DATE	<u></u> DATE



Oakbrook Tennis Club
 1300 Forrest Gate Dr
 Oakbrook,il

11/6/2017

Fire alarm certification & Testing

Rewiring system to raise ceiling elevation as quoted	\$ 6,000.00
Replace tennis court Smoke detector , toilet strobe and test operation	\$ 549.00
Conduct full operational verification of all components - pull stations , smoke detectors , duct detectors , horn - strobes and programming , system shutdown (6am timing)	\$ 1,420.00
Conduct test for fire department for occupancy permit (6am Timing)	\$ 550.00
Invoice from Oakbrook Fire Dept. for testing	\$ 118.22
Total request	\$ 8,637.22

AIA[®] Document G701[™] – 2017

Change Order

PROJECT: <i>(name and address)</i> 1053 - Oak Brook Park District - HVAC Upgrade Oak Brook Tennis Center 1300 Forest Gate Road Oak Brook, IL 60523	CONTRACT INFORMATION: Contract For: General Construction Date: April 17, 2017	CHANGE ORDER INFORMATION: Change Order Number: 005 Date: December 8, 2017
OWNER: <i>(name and address)</i> Oak Brook Park District 1450 Forest Gate Road Oak Brook, Illinois 60523	ARCHITECT: <i>(name and address)</i> Kluber, Inc. 10 S. Shumway Ave. Batavia, Illinois 60510	CONTRACTOR: <i>(name and address)</i> Pandecon, Inc. 725 Cheever Ave. Geneva, IL 60134

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

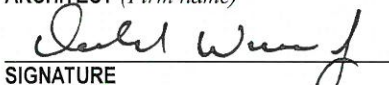
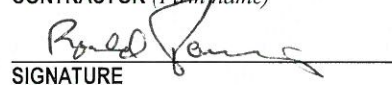
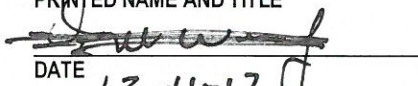
Provide Owner requested; speaker installation and wiring; additional conduit and junction box for future television; and lower level ceiling grid and ceiling tiles properly supported to pass Building Inspector requirements.

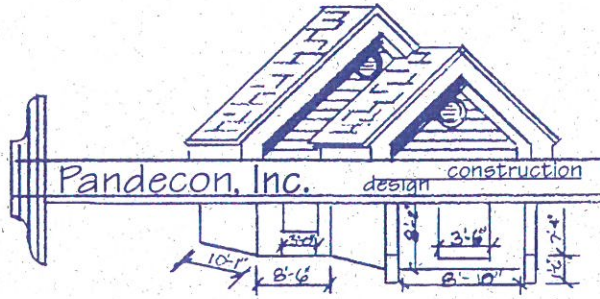
The original Contract Sum was	\$	306,678.00	
The net change by previously authorized Change Orders	\$	23,222.22	22,922.22
The Contract Sum prior to this Change Order was	\$	329,900.22	329,600.22
The Contract Sum will be increased by this Change Order in the amount of	\$	4,400.00	
The new Contract Sum including this Change Order will be	\$	334,300.22	334,000.22

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Kluber, Inc. ARCHITECT <i>(Firm name)</i>	Pandecon, Inc. CONTRACTOR <i>(Firm name)</i>	Oak Brook Park District OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
Donald Ware, Jr., Project Manager PRINTED NAME AND TITLE	Ronald Young PRINTED NAME AND TITLE	 PRINTED NAME AND TITLE
 DATE 12-11-17	12-11-17 DATE	 DATE



Kluber Architects
 10 S.Shumway
 Batavia,il 60519

10/2/17

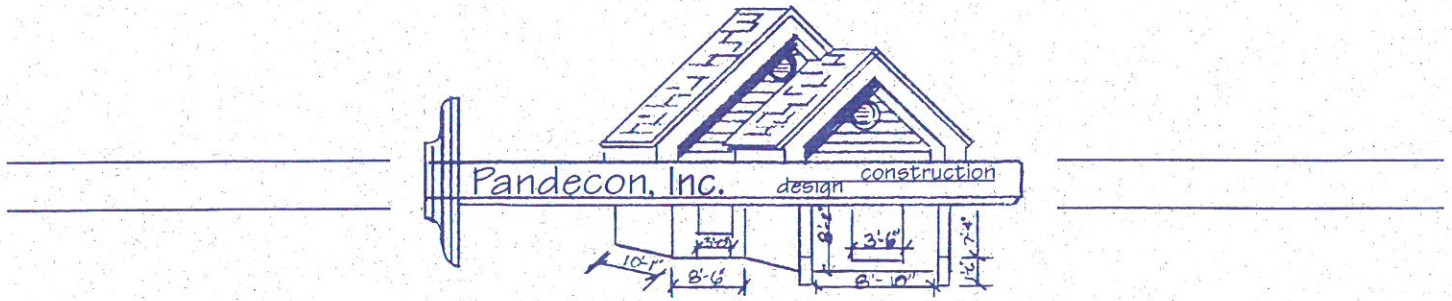
ATTN: Clayton Haldeman

Oakbrook Tennis Center

Speaker Installation Quote :

Furnish 16 ga .sheilded speaker wire ,(appx 800 ft.)
 pull wire to all locations
 Install 9 speakers in ceiling grid
 Termination by others
 Labor requires 2 days

Wire & accessories	\$ 1,110.00
Labor	\$ 1,124.00
P&O	\$ 220.00
Total	\$ 2,454.00



Kluber Architects + Engineers
10 S. Shumway
Batavia, IL 60510

11/3/17

ATTY: Clayton Haldeman

Oakbrook Tennis Club Request for additional funds ;

Lower level locker rooms called to leave existing grid except where ductwork was replaced .

After inspection , its was necessary to provide new wires at most locations as the existing grid was hung from pipes , conduit , ductwork and sprinklers - all of which did not pass inspection .

The anchors that were in place in the lounge areas actually pulled out after the ceiling was installed and we had to install Tapcon anchors for many areas , per your inspection .

Reusing the existing tiles proved not a satisfactory application as the existing were discolored and did not match the new look .

We would request additional monies in the amount of \$3,200.00 for new grid , hangers , wire , anchors and new tiles for this area .

PORTION OF WORK REMOVED AT CONTRACTORS DECISION ~~\$3,200.00~~ \$1,600⁰⁰

Some of the 2nd floor wires were replaced as the inspector would not allow extending them as needed for the new ceiling (No Charge)

We were also requested to add additional conduit and boxes for additional TV's in the upper soffits .

\$ 346.00



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: ELECTRIC VEHICLE CHARGING STATIONS

AGENDA No.: 7-F

MEETING DATE: FEBRUARY 19, 2018

STAFF REVIEW:

Director of Parks and Planning, Bob Johnson

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

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

Staff has been researching the opportunity to install electric vehicle charging stations in the parking lots of the Family Recreation Center, Tennis Center, and Central Park West. The Village of Oak Brook is currently in the process of adding charging stations at their locations. The equipment and installation of the stations is subsidized through the Tesla Corporation.

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

Staff has been researching the program details, including warranty, contract term, liability, and limiting use. Please see the Board report for additional details. No action will be required at this meeting, and any action on this item will occur at the March Board Meeting.

ACTION PROPOSED:

No action required. Item is tabled until the March 19, 2018 Board Meeting



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: ORDINANCE NO. 18-0222: AN ORDINANCE AUTHORIZING AND PROVIDING FOR AN INSTALLMENT PURCHASE AGREEMENT, THE ISSUANCE OF AN AGGREGATE \$500,000 DEBT CERTIFICATES, SERIES 2018, BY AND FOR THE OAK BROOK PARK DISTRICT, DUPAGE AND COOK COUNTIES, ILLINOIS.

AGENDA No.: 7. G.

MEETING DATE: FEBRUARY 19, 2018

STAFF REVIEW:

Director of Parks and Planning, Bob Johnson:

Bob Johnson M.S.

Chief Financial Officer, Marco Salinas:

Marco Salinas

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

Laure Kosey

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

The Central Park Improvements project (project), in early designs, included a modest play area featuring a playground structure and several playground amenities. Staff elected to design an expanded play area which focused on a universal concept. This enhanced design is beyond the budgeted amount of \$1.2 million dollars for the project. In order to achieve this vision and leverage the contractor resources already on site for other portions of the project, staff wishes to pursue alternative funding for the playground portion of the project.

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

The costs for the playground portion of the project are estimated not to exceed \$800,000. At the December 11, 2017 Board meeting the Board discussed financing this playground and it was decided that the Park District should pursue financing for approximately \$500,000, with the remaining estimated costs to be funded from available reserves. The Park District has received three proposals from various firms and after a review of the terms of such proposals, staff has recommended accepting the proposal received from Wintrust Government Funds (Wintrust). Such proposal provides \$500,000 in financing at an annual interest rate of 3.25% with a seven-year amortization period commencing September 1, 2018 and ending March 1, 2025. The interest rate offered by Wintrust is lower than the rates offered by the other two financial institutions which results in the lowest annual repayment amounts, as well as the lowest overall costs over the repayment period.

At the January 15, 2018 Board meeting, the Board accepted the proposal received from Wintrust and authorized the engagement of bond counsel (Taft Stettinius & Hollister LLP) to draft the ordinance, installment contract and other documents necessary to secure the financing amount. All of these documents have been reviewed by our general counsel as well. We anticipate closing on this financing agreement no later than February 28, 2018.

ACTION PROPOSED:

A Motion (and a second) to approve Ordinance No. 18-0222: An Ordinance Authorizing and Providing for an Installment Purchase Agreement, The Issuance of An Aggregate \$500,000 Debt Certificates, Series 2018, By and For the Oak Brook Park District, DuPage and Cook Counties, Illinois.

Excerpt of Minutes of a regular public meeting of the Board of Park Commissioners of the Oak Brook Park District, DuPage and Cook Counties, Illinois, held at the Oak Brook Park District Family Recreation Center, 1450 Forest Gate Road, Oak Brook, Illinois, at 6:30 P.M., on the 19th day of February, 2018.

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called the following Commissioners answered present:

The following Commissioners were absent:

After a discussion of the necessity of the acquisition of playground equipment for the benefit of the inhabitants of the District, by installment purchase thereof, _____ presented and the Secretary read in by title an ordinance the complete text of which is set out below as follows:

ORDINANCE 18-0222

AN ORDINANCE AUTHORIZING AND PROVIDING FOR AN INSTALLMENT PURCHASE AGREEMENT, THE ISSUANCE OF AN AGGREGATE \$500,000 DEBT CERTIFICATES, SERIES 2018, BY AND FOR THE OAK BROOK PARK DISTRICT, DUPAGE AND COOK COUNTIES, ILLINOIS.

WHEREAS, it is deemed advisable, necessary, and in the best interests of the residents of the Oak Brook Park District, DuPage and Cook Counties, Illinois (the “District”) to fund (i) the acquisition of playground equipment, and (ii) the costs of issuance of the Certificates (as defined herein), in accordance with the plans and specifications therefor, prepared for the Board of Park Commissioners of the District (the “Board”), approved by the Board and on file with the Secretary (the “Improvements”); and

WHEREAS, pursuant to the provisions of Local Government Debt Reform Act, 30 ILCS 350/17 (the “Act”), the District has the power and authority to purchase any real and personal property for public purposes pursuant to contracts which provide for the consideration for such purchase to be paid in installments during a period not exceeding twenty (20) years; and

WHEREAS, it is deemed advisable, necessary and in the best interests of the District and the residents thereof that portions of the Improvements be purchased by an installment purchase agreement entered into pursuant to said Act; and

WHEREAS, the District shall enter into a contract with the Treasurer of the District (the “Counter-party”) to purchase or lease either real or personal property through an installment purchase agreement and issue certificates evidencing the indebtedness incurred under the agreement. The installment purchase agreement shall be in substantially the form set forth in Section 5 of this Ordinance (the “Contract” or the “Installment Purchase Agreement”). Further, the District may enter into contracts with contractors to sell and construct the Improvements, all

as more fully identified in the agreements between the District and said contractors attached to the Contract as Exhibit A. The Contract, including costs, is for the sum of \$500,000, and it provides for the completion and transfer of said Improvements to the District; and

WHEREAS, the District will issue the aggregate \$500,000 Debt Certificates, Series 2018 of the District evidencing the indebtedness incurred pursuant to the Contract (the “Certificates”) and will deposit the principal proceeds of the sale of the Certificates relating to the construction into a certain construction fund held by the District, whereby the Counter-party will receive a portion of the payment for the Improvements as they are acquired and completed and the principal proceeds of sale of the Certificates relating to the costs of issuance will be deposited with the District to pay for costs; and

WHEREAS, it is necessary for the Board to approve the form of Contract, including the form, terms and provisions of the Certificates, and authorize and direct the execution thereof:

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

Section 1. Incorporation of Preambles. The preambles to this ordinance are hereby incorporated into this text as if set out herein in full.

Section 2. Contract a Direct Obligation, Pledge of Funds to Pay Amounts Due under the Contract. The District hereby represents, warrants and agrees that the obligation to make the payments due under the Contract shall be a direct obligation of the District payable from the corporate funds of the District and such other sources of payment as are herein pledged or otherwise lawfully available.

Section 3. Issuance of Certificates. It is hereby found and determined that the District has been authorized by law to issue, and that it is necessary and in the best interests of

the District to authorize the issuance of, the Certificates upon the terms and subject to the conditions set forth in the form of Contract hereinafter set forth.

Section 4. Further Acts. From and after the effective date of this ordinance, the President and Secretary be and they are hereby authorized and directed to execute the Contract and the Certificates herein provided for and to do all things necessary and essential, including the execution of any documents and certificates necessary to carry out the provisions thereof.

Section 5. Forms Approved. The Contract and the Certificates shall be in substantially the following forms. The President and Secretary are hereby authorized to agree to such additions, modifications, amendments or clarifications as may be appropriate prior to execution of such documents, their execution to constitute their approval of any such additions, modifications, amendments or clarifications and further to constitute conclusive and binding approval hereunder:

**INSTALLMENT PURCHASE AGREEMENT FOR THE CONSTRUCTION OF
CERTAIN INFRASTRUCTURE PROJECTS FOR THE
OAK BROOK PARK DISTRICT, DUPAGE AND COOK COUNTIES, ILLINOIS**

This INSTALLMENT PURCHASE AGREEMENT, made as of this __ day of February, 2018 (the “Contract”), by and between the Treasurer of the Oak Brook Park District, DuPage and Cook Counties, Illinois (the “Counter-party”), and the Oak Brook Park District, DuPage and Cook Counties, Illinois, a municipal corporation of the State of Illinois (the “District”);

WITNESSETH:

WHEREAS, the District has determined to acquire certain playground equipment and to pay the costs of issuance of the Certificates (as hereinafter defined), all in accordance with the plans and specifications therefor, prepared for the Board of Park Commissioners of the District (the “Board”), approved by the Board and on file with the Secretary (the “Improvements”); and

WHEREAS, pursuant to the Local Government Debt Reform Act, 30 ILCS 350/17 (the “Act”), the District has the power and authority to purchase any real and personal property for public purposes pursuant to a contract which provides for the consideration for such purchase to be paid in installments during a period not exceeding twenty (20) years; and

WHEREAS, it is deemed advisable, necessary and in the best interests of the District and the residents thereof that the Improvements be purchased by an installment purchase agreement entered into pursuant to said Act; and

WHEREAS, the Counter-party has offered to perform its contract obligations which will result in the construction and installation of the Improvements on the terms as hereinafter provided and to convey said Improvements to the District; and

WHEREAS, the District will issue the aggregate \$500,000 Debt Certificates, Series 2018 of the District evidencing the indebtedness incurred pursuant to this Contract (the "Certificates") and will deposit the principal proceeds of sale of the Certificates relating to the Improvements into a certain construction fund established by the District, whereby the Counter-party will receive payment for the Improvements as they are acquired and completed and the principal proceeds of sale of Certificates relating to the costs of issuance will be deposited with the District to pay for costs;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, and other valuable consideration, it is mutually agreed by and between the Counter-party and the District as follows:

1. Counter-party agrees to cause the Improvements to be constructed and acquired and sold to the District, all in accordance with the contract documents enumerated in the agreement between the District and the list of contractors attached hereto as Exhibit A (the "Contract Document"), all of which Contract Document is made a part hereof by reference, the same as if set out in full herein. The Contract Document constitutes a contract with the respective contractors which are, respectively, individually responsible for the acquisition, construction and installation of their portion of the Improvements.

2. Counter-party agrees to cause the completion and transfer of the Improvements to the District, and District agrees to purchase the Improvements from Counter-party and to pay for costs directly and to pay therefor the principal sum of \$500,000 (the "Deferred Payment Amount"), to be paid in semi-annual installments on March 1 and on September 1 of each of the years, and in the aggregate amounts and bearing interest on the unpaid balance from the date of this Contract as set forth above at the rates of 3.25% per annum as follows (which amortization schedule shall be revised as necessary to reflect the final negotiation of the financing terms consistent with the Ordinance):

<u>Year</u>	<u>Amount</u>
9/01/2018	\$ 8,125.00
3/01/2019	72,886.02
9/01/2019	7,072.63
3/01/2020	73,938.38
9/01/2020	5,986.06
3/01/2021	75,024.95
9/01/2021	4,864.18
3/01/2022	76,146.84

9/01/2022	3,705.84
3/01/2023	77,305.18
9/01/2023	2,509.85
3/01/2024	78,501.17
9/01/2024	1,274.99
3/01/2025	79,736.03

The Deferred Payment Amount unpaid and outstanding from time to time shall bear interest from the date of this Contract. Interest calculated as provided herein from the date of this Contract is the maximum amount which may become due under this Contract.

3. Ownership in and to the Improvements, whether or not completed, during all stages of construction and installation, shall and does vest immediately in the District, and, in the event of a default hereunder by District, Counter-party shall not remove or take any action to remove any part or all of the materials theretofore delivered or erected in connection with the Improvements. Counter-party shall deliver to the District all necessary contractors' and sub-contractors' affidavits and all necessary waivers and releases from all persons who have performed work and labor on or in connection with, furnished services in connection with, or supplied equipment, materials or supplies to or in connection with the construction and installation of the Improvements. Counter-party shall not be restricted from filing claims against the funds held by the District pursuant to the provisions of applicable state law.

4. A coordinator appointed by the District, shall act as consulting engineer (the "Consulting Engineer") for the acquisition, construction and installation of the Improvements for and on behalf of the parties. The Consulting Engineer shall generally oversee the construction and installation of the Improvements and shall perform the duties and execute the certificates and other papers provided to be performed or executed by the Consulting Engineer as in this Contract provided.

5. Counter-party hereby assigns and transfers to the holders of the Certificates all of its right, title and interest in and to this Contract, including the right to payment of the Deferred Payment Amount and the interest payable thereon. The District hereby consents to and approves the assignment of Counter-party's rights hereunder and agrees to issue the Certificates to evidence the indebtedness incurred and the amounts payable by the District hereunder in an amount equal to the Deferred Payment Amount. The Certificates shall contain all the terms of the Contract, whether specifically stated in the Certificates or not, and the Counter-party and the District shall make the Contract reasonably available to any holder of a Certificate. Upon the issuance of the Certificates, the District shall make the payments required under this Contract to pay the principal of, premium, if any, and interest on the Certificates directly to the Paying Agent (as such term is hereinafter defined). The Certificates shall be dated the date of delivery thereof, shall each be designated "Debt Certificates, Series 2018" and each of the Certificates shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$100,000 and \$1 increments in excess thereof (but no single Certificate shall represent installments of principal maturing on more than one date) and shall be numbered 1 and upward.

Interest on the Certificates shall be payable from the interest payment date to which interest has been paid next preceding the authentication date of the Certificates unless the Certificates are authenticated after the fifteenth day of the month next preceding an interest payment date and on or before such interest payment date in which case they shall bear interest from such interest payment date, or unless the Certificates are authenticated on or before August 15, 2018, in which case they shall bear interest from the original date, until the principal shall be fully paid. Such interest (computed upon the basis of a 360-day year consisting of twelve 30-day months) shall be payable on March 1 and September 1 of each year, commencing on September 1, 2018. The Treasurer of the Oak Brook Park District, DuPage and Cook Counties, Illinois (the "Certificate Registrar" or "Paying Agent") is hereby appointed to serve as Certificate Registrar and Paying Agent. Interest on each Certificate shall be paid by check or draft of the Paying Agent, payable in lawful money of the United States of America, to the address of the person in whose name any such Certificate is registered at the close of business on the 15th day of the month preceding the interest payment date or at such other address furnished in writing by such person to the Paying Agent. The principal of the Certificates shall be payable in lawful money of the United States of America at the designated office of the Paying Agent.

Notwithstanding the foregoing, if payment of principal, premium, if any, or interest is made to a depository, payment shall be made by wire transfer on the payment date in same-day funds. If the payment date occurs on a date when financial institutions are not open for business, the wire transfer shall be made on the next succeeding business day. The District shall make all payments of principal, premium, if any, and interest on the Certificates to the Paying Agent so that they are received at the Paying Agent by 1:00 p.m. (New York District time) and the Paying Agent shall be instructed to wire transfer such payments so that they are received at the depository by 2:30 p.m. (New York District time).

The Certificates are subject to optional redemption prior to maturity at any time upon thirty (30) days' notice at the price of par plus interest accrued to the date of redemption.

The Certificates may be subject to mandatory sinking fund redemption prior to maturity.

The Certificates shall be signed by the manual or facsimile signatures of the President and Secretary, and the seal of the District shall be affixed thereto or printed thereon, and in case any officer whose signature shall appear on any Certificate shall cease to be such officer before the delivery of such Certificate, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Certificates shall bear the date of authentication and shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Certificate Registrar as authenticating agent of the District. No Certificate shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Contract unless and until such certificate of authentication shall have been duly executed by the Certificate Registrar by manual signature, and such certificate of authentication upon any such certificate shall be conclusive evidence that such Certificate has been authenticated and delivered under this Contract. The certificate of authentication on any Certificate shall be deemed to have been executed by the Certificate Registrar if signed by an authorized officer of the Certificate Registrar, but it shall not

be necessary that the same officer sign the certificate of authentication on all of the Certificates issued hereunder.

The District shall cause books (the "Certificate Register") for the registration and for the transfer of the Certificates as provided in this Contract to be kept at the designated office of the Certificate Registrar, which is hereby constituted and appointed the registrar of the District for the Certificates. The District is authorized to prepare, and the Certificate Registrar shall keep custody of, multiple Certificate blanks executed by the District for use in the transfer and exchange of Certificates.

The District has determined that it may be beneficial to the District to have the Certificates held by a central depository system pursuant to an agreement between the District and The Depository Trust Company, New York, New York ("Depository Trust Company" or "DTC") and have transfers of the Certificates effected by book-entry on the books of the central depository system ("Book Entry System"). The Certificates may be initially issued in the form of a separate single authenticated fully registered Certificate for the aggregate principal amount of each separate maturity of the Certificates. In such case, upon initial issuance, the ownership of such Certificates shall be registered in the register kept by the Certificate Registrar in the name of CEDE & CO, as nominee of the Depository Trust Company.

With respect to the Certificates registered in the register kept by the Certificate Registrar in the name of CEDE & CO, as nominee of the Depository Trust Company, the District and the Paying Agent shall have no responsibility or obligation to any other holders or owners (including any beneficial owner ("Beneficial Owner")) of the Certificates with respect to (i) the accuracy of the records of the Depository Trust Company or any Beneficial Owner with respect to ownership questions, (ii) the delivery to any certificate holder (including any Beneficial Owner) or any other person, other than the Depository Trust Company, of any notice with respect to the Certificates including any notice of redemption, or (iii) the payment to any certificate holder (including any Beneficial Owner) or any other person, other than the Depository Trust Company, of any amount with respect to the principal of, premium, if any, or interest on the Certificates except as otherwise provided herein.

No person other than the Depository Trust Company shall receive an authenticated Certificate evidencing an obligation of the District to make payments of the principal of and premium, if any, and interest on the Certificates pursuant to this Contract. The District, the Certificate Registrar and Paying Agent may treat as and deem the Depository Trust Company to be the absolute owner of each of the Certificates for the purpose of (i) payment of the principal of and premium, if any, and interest on such Certificates; (ii) giving notices of redemption and other notices permitted to be given to owners with respect to such Certificates; (iii) registering transfers with respect to such Certificates; (iv) obtaining any consent or other action required or permitted to be taken of or by owners; (v) voting; and (vi) for all other purposes whatsoever. The Paying Agent shall pay all principal of and premium, if any, and interest on the Certificates only to or upon the order of the Depository Trust Company, and all such payments shall be valid and effective fully to satisfy and discharge the District's and the Paying Agent's obligations with respect to principal of and premium, if any, and interest on the Certificates to the extent of the sum or sums so paid. Upon delivery by the Depository Trust Company to the District of written

notice to the effect that the Depository Trust Company has determined to substitute a new nominee in place of CEDE & CO, and subject to the provisions herein with respect to consents, the words "CEDE & CO" in this Contract shall refer to such new nominee of the Depository Trust Company. Notwithstanding any other provision hereof to the contrary, so long as any Certificate is registered in the name of CEDE & CO, as nominee of the Depository Trust Company, all payments with respect to the principal of and premium, if any, and interest on such Certificates and all notices with respect to such Certificates shall be made and given, respectively, to the Depository Trust Company as provided in a representation letter from the District to the Depository Trust Company.

Upon receipt by the District of written notice from the Depository Trust Company to the effect that the Depository Trust Company is unable or unwilling to discharge its responsibilities and no substitute depository can be found which is willing and able to undertake such functions upon reasonable and customary terms, then the Certificates shall no longer be restricted to being registered in the register of the District kept by the Certificate Registrar in the name of CEDE & CO, as nominee of the Depository Trust Company, but may be registered in whatever name or names the certificate holders transferring or exchanging the Certificates shall designate, in accordance with the provisions of this Contract.

If the District determines that it is in the best interest of the certificate holders that they be able to obtain certificates for the fully registered Certificates, the District may notify the Depository Trust Company and the Certificate Registrar, whereupon the Depository Trust Company will notify the Beneficial Owners of the availability through the Depository Trust Company of certificates for the Certificates. In such event, the Certificate Registrar shall prepare, authenticate, transfer and exchange certificates for the Certificates as requested by the Depository Trust Company and any Beneficial Owners in appropriate amounts, and whenever the Depository Trust Company requests the District and the Certificate Registrar to do so, the Certificate Registrar and the District will cooperate with the Depository Trust Company by taking appropriate action after reasonable notice (i) to make available one or more separate certificates evidencing the fully registered Certificates of any Beneficial Owner's Depository Trust Company account or (ii) to arrange for another securities depository to maintain custody of certificates for and evidencing the Certificates.

If the Certificates shall no longer be restricted to being registered in the name of the Depository Trust Company, the Certificate Registrar shall cause said Certificates to be printed in blank in such number as the Certificate Registrar shall determine to be necessary or customary; provided, however, that the Certificate Registrar shall not be required to have such Certificates printed until it shall have received from the District indemnification for all costs and expenses associated with such printing.

In connection with any notice or other communication to be provided to certificate holders by the District or the Certificate Registrar with respect to any consent or other action to be taken by certificate holders, the District or the Certificate Registrar, as the case may be, shall establish a record date for such consent or other action and give the Depository Trust Company notice of such record date not less than fifteen (15) calendar days in advance of such record date to the extent possible.

So long as said Certificates are registered in the name of the Depository Trust Company or CEDE & CO or any substitute nominee, the District and the Certificate Registrar and Paying Agent shall be entitled to request and to rely upon a certificate or other written representation from the Beneficial Owners of the Certificates or from the Depository Trust Company on behalf of such Beneficial Owners stating the amount of their respective beneficial ownership interests in the Certificates and setting forth the consent, advice, direction, demand or vote of the Beneficial Owners as of a record date selected by the Certificate Registrar and the Depository Trust Company, to the same extent as if such consent, advice, direction, demand or vote were made by the certificate holders for purposes of this agreement and the District and the Certificate Registrar and Paying Agent shall for such purposes treat the Beneficial Owners as the certificate holders. Along with any such certificate or representation, the Certificate Registrar may request the Depository Trust Company to deliver, or cause to be delivered, to the Certificate Registrar a list of all Beneficial Owners of the Certificates, together with the dollar amount of each Beneficial Owner's interest in the Certificates and the current addresses of such Beneficial Owners.

The President is authorized to execute and deliver, on behalf of the District, such letters to or agreements with DTC as shall be necessary to effectuate the Book-Entry System.

The Certificate Registrar shall not be required to transfer or exchange any certificate during the period commencing at the close of business on the 15th day of the month next preceding any interest payment date on any such Certificate and in any event ending at the opening of business on such interest payment date, nor to transfer or exchange any Certificate after notice calling such Certificate for redemption has been mailed, nor during a period of fifteen days next preceding mailing of a notice of redemption of any Certificate.

Upon surrender for transfer of any Certificate at the designated office of the Certificate Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Certificate Registrar and duly executed by the registered owner or such owner's attorney duly authorized in writing, the District shall execute and the Certificate Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Certificate or Certificates of the same maturity and interest rate of authorized denominations, for a like aggregate principal amount. Any fully registered Certificate or Certificates may be exchanged at said office of the Certificate Registrar for a like aggregate principal amount of Certificate or Certificates of the same maturity and interest rate and in authorized denominations. The execution by the District of any fully registered Certificate shall constitute full and due authorization of such Certificate and the Certificate Registrar shall thereby be authorized to authenticate, date and deliver such Certificate, provided, however, the principal amount of outstanding Certificates of each maturity authenticated by the Certificate Registrar shall not exceed the authorized principal amount of Certificates for such maturity less previous retirements.

The person in whose name any Certificate shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of, premium, if any, or interest on any Certificate shall be made only to or upon the order of the registered owner thereof or his legal representative. All such payments shall be valid and

effectual to satisfy and discharge the liability upon such Certificate to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Certificates, but the District or the Certificate Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Certificates.

6. The Certificates shall be in substantially the following form:

REGISTERED
NO. _____

REGISTERED
\$ _____

UNITED STATES OF AMERICA
STATE OF ILLINOIS
COUNTY OF DUPAGE

OAK BROOK PARK DISTRICT

DEBT CERTIFICATE, SERIES 2018

Interest <u>Rate</u>	Maturity <u>Date</u>	Dated <u>Date</u>	Authentication <u>Date</u>
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THE OAK BROOK PARK DISTRICT, DUPAGE AND COOK COUNTIES, ILLINOIS (the "District"), hereby acknowledges itself to owe and for value received hereby promises to pay from the source and as hereinafter provided, to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date set forth above, the Principal Sum set forth above and to pay interest hereon (computed on the basis of a 360 day year consisting of twelve 30-day months) at the Interest Rate per annum stated above from the interest payment date to which interest has been paid next preceding the Authentication Date of this certificate unless this certificate is authenticated after the fifteenth day of the month next preceding an interest payment date and on or before such interest payment date in which case it shall bear interest from such interest payment date or unless this certificate is authenticated on or before August 15, 2018, in which case it shall bear interest from the Original Date, until the principal is paid, which interest is payable semiannually on March 1 and on September 1 in each year, beginning on September 1, 2018, until said Principal Sum is paid.

Principal of this certificate is payable in lawful money of the United States of America at the office of the Treasurer of the Oak Brook Park District, DuPage and Cook Counties, Illinois, as certificate registrar and paying agent (the "Certificate Registrar" or "Paying Agent"). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Certificate Registrar at the close of business on the 15th day of the month next preceding each interest payment date and shall be paid by check or draft of the Certificate Registrar, payable in lawful money of the United States

of America, mailed to the address of such Registered Owner as it appears on such registration books of the Certificate Registrar or at such other address furnished in writing by such Registered Owner to the Paying Agent. Notwithstanding the foregoing, if payment of principal, premium, if any, or interest is made to a depository, payment shall be made by wire transfer on the payment date in same-day funds. If the payment date occurs on a date when financial institutions are not open for business, the wire transfer shall be made on the next succeeding business day. The Paying Agent shall be instructed to wire transfer payments so such payments are received at the depository by 2:30 p.m. (New York District time).

This certificate is one of a series of certificates issued by the District in connection with (i) the acquisition of playground equipment, and (ii) the payment of the costs of issuance of the \$500,000 Debt Certificates, Series 2018 of the District (the "Certificates"), and has been issued in evidence of the indebtedness incurred pursuant to a certain Installment Purchase Agreement, dated as of the __ day of February, 2018 (the "Contract"), entered into by and among the District and the Treasurer of the District (the "Counter-party"), to which reference is hereby expressly made for further definitions and terms and to all the provisions of which the holder by the acceptance of this certificate assents. This certificate is issued by the District in full compliance with the provisions of the Local Government Debt Reform Act, 30 ILCS 350/17, as in effect on the date of delivery of the certificates, and is authorized by said Board of Park Commissioners of the District, in all respects as provided by law.

This certificate is transferable by the registered holder hereof in person or by his attorney duly authorized in writing at the designated office of the Certificate Registrar, but only in the manner, subject to the limitations and upon payment of the charges provided in the Contract, and upon surrender and cancellation of this certificate. Upon such transfer a new certificate or certificates of authorized denominations of the same maturity and interest rate and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

The Certificates are subject to optional redemption prior to maturity at any time upon thirty (30) days' notice at the price of par plus interest accrued to the date of redemption.

The Certificates are subject to mandatory sinking fund redemption prior to maturity.

The certificates are issued in fully registered form in the denomination of \$100,000 and \$1 increments in excess thereof. This certificate may be exchanged at the designated office of the Certificate Registrar for a like aggregate principal amount of certificates of the same maturity and interest rate and in authorized denominations, upon the terms set forth in the Contract.

The District and the Certificate Registrar may deem and treat the registered holder hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal and premium, if any, hereof and interest due hereon and for all other purposes and neither the District nor the Certificate Registrar shall be affected by any notice to the contrary.

The certificates will not be initially issued in a Book Entry System (as defined in the Contract). The provisions of this Certificate and of the Contract will not initially be subject to the provisions of the Blanket Issuer Letter of Representations between the District and The Depository Trust Company, or any substitute agreement, effecting such Book Entry System.

It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this certificate did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of certificates of which this is one, does not exceed any limitation imposed by law. The District irrevocably covenants to appropriate sufficient moneys on an annual basis to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity. Such principal, premium, if any, and interest are payable from any funds of the District legally available for such purpose. Any failure by the District to make such annual appropriation shall not release the District from its obligation to pay the debt service on the Certificates. THERE IS NO STATUTORY AUTHORITY FOR THE LEVY OF A SEPARATE TAX IN ADDITION TO OTHER DISTRICT TAXES OR THE LEVY OF A SPECIAL TAX UNLIMITED AS TO RATE OR AMOUNT TO PAY SUCH PRINCIPAL, PREMIUM, IF ANY, AND INTEREST.

This certificate shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Certificate Registrar.

IN WITNESS WHEREOF, said Oak Brook Park District, DuPage and Cook Counties, Illinois, by its Board of Park Commissioners, has caused this certificate to be signed by the manual or facsimile signatures of the President and Secretary, and the seal of the District to be affixed hereto or printed hereon, all as of the Dated Date identified above.

(SEAL)

President

Secretary

CERTIFICATE OF AUTHENTICATION

This certificate is one of the certificates described in the within mentioned Installment Purchase Agreement and is one of the Debt Certificates, Series 2018, of the Oak Brook Park District, DuPage and Cook Counties, Illinois.

TREASURER, OAK BROOK PARK DISTRICT,
DUPAGE AND COOK COUNTIES, ILLINOIS, as
Certificate Registrar

By _____
Authorized Officer

The following abbreviations, when used in the inscription on the face of the within certificate, shall be construed as though they were written out in full according to applicable laws or regulations.

TEN COM - as tenants in common
TEN ENT - as tenants by the entireties
JT TEN - as joint tenants with right of
survivorship and not as tenants in common

UNIF TRANS MIN ACT - _____ Custodian _____
(Cust) (Minor)

under Uniform Transfers to Minors

Act _____
(State)

Additional abbreviations may also be used though not in list above.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

_____ please insert social security or
other identifying number of assignee

_____ (please print or typewrite name and address of Assignee) the within Certificate and all rights thereunder, and hereby irrevocably constitutes and appoints _____, Attorney, to transfer the within Certificate on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed

NOTICE: Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guarantee program.

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Certificate in every particular, without alteration or enlargement or any change whatever.

(End of Form of Certificate)

7. The Certificates hereby authorized shall be executed as in this Contract provided, and thereupon be deposited with the Treasurer who receives the taxes of the District, and be by said Treasurer delivered to the purchaser of the Certificates, namely, Hinsdale Bank & Trust Company (the "Purchaser"), upon receipt of the purchase price thereof, the same being

\$500,000, the agreement for the sale of the Certificates heretofore entered into is in all respects ratified, approved and confirmed, it being hereby found and determined that the execution and delivery of this Contract and the Certificates is in the best interests of the District and that no person holding any office of the District either by election or appointment, is in any manner interested, either directly or indirectly, in his own name or in the name of any other person, association, trust or corporation, in this Contract or in the agreement for the purchase of the Certificates contained herein.

8. The proceeds derived from the sale of the Certificates shall be used as follows:

(a) Proceeds relating to the construction and acquisition shall be set aside in a separate fund hereby created and designated as the 2018 Construction Fund (the "Construction Fund"), which the District shall maintain as a separate and segregated account. Money in such fund shall be withdrawn from time to time as needed for the payment of the costs of the Improvements and said money shall be disbursed by the District from time to time as authorized by the District. Funds on deposit in the Construction Fund may be invested by the District Treasurer. All investment earnings in the Construction Fund shall be credited to the Construction Fund.

(b) Proceeds relating to the costs of issuance, if any, shall be deposited with the District to pay for the costs.

9. By acceptance of the Certificates, the certificate holders shall have no obligation or liability under this Contract, nor shall any certificate holder be obligated to perform any of the Counter-party's or District's obligations or duties hereunder, or make any payment hereunder, or make any inquiry as to the sufficiency of any payment made to the Counter-party or present or file any claim or take any other action to enforce performance under this Contract or collect or enforce payment due hereunder or under the Certificates, except as provided in the Certificates.

10. The District hereby represents, warrants and agrees that the obligation to make the payments due under the Contract shall be a direct general obligation of the District payable from (a) the corporate funds of the District, and (b) such other sources of payment as are herein pledged or otherwise lawfully available. The District represents and warrants that (i) the total principal amounts due Counter-party, together with all other general obligations of District, are within all statutory and constitutional debt limitations; (ii) this Contract and the Certificates are the legal, valid and binding obligations of the District, enforceable in accordance with the terms hereof and thereof and that the execution and delivery of this Contract and the Certificates have been duly authorized by all necessary action of the President and Board; and (iii) it will not take any action so as to adversely affect the tax-exempt status of the interest on the Certificates.

The District agrees that it will appropriate funds of the District annually and in a timely manner so as to provide for the making of all payments when due under the terms of the Contract. Such funds shall be deposited into the Certificate Fund (the "Certificate Fund") which is hereby created. The proceeds of the Certificate Fund shall be used solely and only for paying the Certificates. Interest received from deposits in the Certificate Fund shall be retained in the Certificate Fund for the payment of the Certificates on the interest payment date next after such interest is received.

11. The District covenants that the principal proceeds from the sale of the Certificates shall be devoted to and used with due diligence for the completion of the Improvements. In order to preserve the exclusion of interest on the Certificates from gross income for federal tax purposes under Section 103 of the Internal Revenue Code of 1986 as existing on the date of issuance of the Certificates (the "Code") and as an inducement to purchasers of the Certificates, the District represents, covenants and agrees that:

(a) The Improvements will be available for use by members of the general public. Use by a member of the general public means use by natural persons not engaged in a trade or business. No person or entity, other than the District or another state or local governmental unit, will use more than 10% of the proceeds of the Certificates or property financed by the Certificate proceeds other than as a member of the general public. No person or entity other than the District or another state or local governmental unit will own property financed by Certificate proceeds or will have actual or beneficial use of such property pursuant to a lease, a management or incentive payment contract, an arrangement such as a take-or-pay or output contract or any other type of arrangement that conveys other special legal entitlements and differentiates that person's or entity's use of such property from the use by the general public, unless such uses in the aggregate relate to no more than 10% of the proceeds of the Certificates. If the District enters into a management contract for the Improvements, the terms of the contract will comply with IRS Revenue Procedure 97-13, as it may be amended, supplemented or superseded from time to time, so that the contract will not give rise to private business use under the Code and the Regulations, unless such use in aggregate relates to no more than 10% of the proceeds of the Certificates.

(b) No more than 10% of the payment of the principal of, premium on, if any, or interest on the Certificates will be (under the terms of the Certificates, this ordinance or any underlying arrangement), directly or indirectly, (i) secured by any interest in property used or to be used for a private business use or payments in respect of such property or (ii) derived from payments (whether or not to the District) in respect of such property or borrowed money used or to be used for a private business use.

(c) No more than 5% of the Certificate proceeds will be loaned to any entity or person other than a state or local governmental unit. No more than 5% of the Certificate proceeds will be transferred, directly or indirectly, or deemed transferred to a nongovernmental person in any manner that would in substance constitute a loan of the Certificate proceeds.

(d) The District reasonably expects, as of the date hereof, that the Certificates will not meet either the private business use test described in paragraph (a) and (b) above or the private loan test described in paragraph (c) above during the entire term of the Certificates.

(e) No more than 5% of the proceeds of the Certificates will be attributable to private business use as described in (a) and private security or payments described in (b) attributable to unrelated or disproportionate private business use. For this purpose, the

private business use test is applied by taking into account only use that is not related to any government use of proceeds of the issue (Unrelated Use) and use that is related but disproportionate to any governmental use of those proceeds (Disproportionate Use).

(f) Neither the District nor the Board will take any action or fail to take any action with respect to the Certificates that would result in the loss of the exclusion from gross income for federal tax purposes on the Certificates pursuant to Section 103 of the Code, nor will the District or the Board act in any other manner which would adversely affect such exclusion.

(g) It shall not be an event of default under this ordinance if the interest on any Certificate is not excludable from gross income for federal tax purposes or otherwise pursuant to any provision of the Code which is not currently in effect and in existence on the date of issuance of the Certificates.

(h) These covenants are based solely on current law in effect and in existence on the date of delivery of such Certificates.

(i) The District also certifies and further covenants with the purchasers and holders of the Certificates from time to time outstanding, that so long as any of the Certificates remain outstanding, moneys on deposit in any fund or account in connection with the Certificates, whether or not such moneys were derived from the proceeds of the sale of the Certificates or from any other sources, will not be used in a manner which will cause the Certificates to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code and any lawful regulations promulgated thereunder, as the same presently exist. It shall not be an event of default under this Contract if the interest on any Certificate is not excludable from gross income for federal tax purposes or otherwise pursuant to any provisions of the Internal Revenue Code which is not currently in effect and in existence on the date of issuance of the Certificates. The District reserves the right, however, to make any investment of such moneys permitted by Illinois law if, when and to the extent that said Section 148 or regulations promulgated thereunder shall be repealed or relaxed or shall be held void by final decision of a court of competent jurisdiction, but only if any investment made by virtue of such repeal, relaxation or decision would not, in the opinion of counsel of recognized competence in such matters, result in making the interest on the Certificates subject to federal income taxation.

12. The District agrees to comply with all provisions of the Internal Revenue Code, which if not complied with by the District, would cause the interest on the Certificates not to be tax exempt in the hands of a holder who is a natural person. The District further agrees: (a) through its officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Certificates; (c) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (d) if deemed necessary or advisable by its officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the District in such compliance.

13. Counter-party and District further agree to the terms in the contracts for the Improvements and incorporated herein by this reference, except as limited or modified by the terms hereof. In event of conflict between such contracts and this Contract, this Contract shall be deemed to control.

14. District agrees to supply the Purchaser, at no expense to the Purchaser, the opinion of Taft Stettinius & Hollister LLP, Chicago, Illinois, that, assuming compliance with certain covenants, interest paid pursuant to the Contract is, under federal statutes, decisions, regulations and rulings, existing on the date of issuance, excludable from gross income for purposes of federal income taxation under Section 103 of the Internal Revenue Code.

In addition, District agrees to supply, at no expense to the Purchaser, the opinion of Counsel to the District in such form as required by Taft Stettinius & Hollister LLP to enable said firm to render its opinion, as aforesaid.

15. District recognizes that Section 149(a) of the Internal Revenue Code requires the Certificates to be issued and to remain in fully registered form in order for the interest thereon to be exempt from federal income taxation under laws in force at the time the Certificates are delivered. In this connection, the District agrees that it will not take any action to permit the Certificates to be issued in, or converted into, bearer or coupon form.

16. The Certificate Registrar shall, at the direction of the District, maintain a list of the names and addresses of the holders of all Certificates and upon any transfer shall add the name and address of the new certificate holder and eliminate the name and address of the transferor certificate holder. In addition, the Certificate Registrar shall perform such duties as are agreed to between the Certificate Registrar and the District pursuant to a separate agreement or agreements.

17. All notices and demands required hereunder shall be in writing and shall be deemed to have been given or made when delivered personally or when mailed by registered or certified mail, postage prepaid, addressed as follows:

If to Counter-party, at
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, Illinois 60523
Attention: Treasurer

If to District, at
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, Illinois 60523
Attention: President
With copy to Secretary

IN WITNESS WHEREOF, Counter-party has caused this Contract to be executed by its duly authorized officers and the District, by its Board of Park Commissioners, has caused this Contract to be executed by the President and attested by the Secretary, and the seal of the District to be hereunto affixed, all as of the day and year first above written.

OAK BROOK PARK DISTRICT, DUPAGE AND COOK
COUNTIES, ILLINOIS

(SEAL)

By _____
President

Attest:

By _____
Secretary

OAK BROOK PARK DISTRICT, DUPAGE AND COOK
COUNTIES, ILLINOIS

By _____
Treasurer

[End of Form of Installment Purchase Agreement]

Section 6. Duties of Certificate Registrar. If requested by the Certificate Registrar, the President and Secretary are authorized to execute the Certificate Registrar's standard form of agreement between the District and the Certificate Registrar with respect to the obligations and duties of the Certificate Registrar hereunder which may include the following:

- (a) to act as certificate registrar, authenticating agent and transfer agent as provided herein;
- (b) to maintain a list of certificate holders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to cancel and/or destroy Certificates which have been redeemed or paid at maturity or submitted for exchange or transfer;
- (d) to furnish the District at least annually a certificate with respect to Certificates cancelled and/or destroyed; and
- (e) to furnish the District at least annually an audit confirmation of Certificates paid or redeemed, Certificates outstanding and payments made with respect to interest on the Certificates.

Section 7. Bank Qualification. The District hereby designates each of the Certificates as a "qualified tax-exempt obligation" for the purposes and within the meaning of

Section 265(b)(3) of the Code. In support of such designation, the District hereby certifies that (i) none of the Certificates will be at any time a “private activity bond” (as defined in Section 141 of the Code) other than a “qualified 501(c)(3) bond” (as defined in Section 145 of the Code) and (ii) not more than \$10,000,000 of obligations of any kind (including the Certificates) issued by or on behalf of the District during calendar year 2018 will be designated for purposes of Section 265(b)(3) of the Code.

Section 8. Severability. If any section, paragraph or provision of this ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this ordinance.

Section 9. Headings. The headings or titles of the several sections shall be solely for convenience of reference and shall not affect the meaning, construction or effect of this ordinance.

Section 10. Publication. This Ordinance shall be published in pamphlet form.

Section 11. Repealer and Effective Date. All ordinances, resolutions, orders or parts thereof in conflict herewith be and the same are hereby repealed, and this ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

First reading waived by action of the Board of Park Commissioners this 19th day of February, 2018.

Passed on second reading this 19th day of February, 2018, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 19th day of February, 2018.

President, Oak Brook Park District,
DuPage and Cook Counties, Illinois

ATTEST:

Secretary, Oak Brook Park District,
DuPage and Cook Counties, Illinois

Published by me in pamphlet form this __ day of February, 2018.

Secretary, Oak Brook Park District,
DuPage and Cook Counties, Illinois

Commissioner _____ moved and Commissioner _____ seconded the motion that said ordinance as presented and read by the Secretary be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt the ordinance as read.

Upon the roll being called the following Commissioners voted AYE:

_____ and the

following Commissioners voted NAY:

_____.

Whereupon the President declared the motion carried and the ordinance adopted and henceforth did approve and sign the same in open meeting and did direct the Secretary to record the same in full in the records of this meeting of the President and Board of Park Commissioners of the Oak Brook Park District, DuPage and Cook Counties, Illinois.

Other business not pertinent to the adoption of said ordinance was duly transacted at said meeting.

Upon motion duly made and seconded, the meeting was adjourned.

Secretary, Oak Brook Park District,
DuPage and Cook Counties, Illinois

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

CERTIFICATION OF ORDINANCE, MINUTES
AND PUBLICATION IN PAMPHLET FORM

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

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 19th day of February, 2018, insofar as same relates to the adoption of an ordinance entitled:

AN ORDINANCE AUTHORIZING AND PROVIDING FOR AN
INSTALLMENT PURCHASE AGREEMENT, THE ISSUANCE OF AN
AGGREGATE \$500,000 DEBT CERTIFICATES, SERIES 2018, BY AND
FOR THE OAK BROOK PARK DISTRICT, DUPAGE AND COOK
COUNTIES, ILLINOIS.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

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

I do further certify that said ordinance was published by authority of the Board in pamphlet form on the ___ day of February, 2018, and said ordinance as so published was on said date readily available for public inspection and distribution, in sufficient number to meet the needs of the general public, at my office as Secretary located in the District.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the District, this _____ day of February, 2018.

Secretary, Oak Brook Park District
DuPage and Cook Counties, Illinois

(SEAL)



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: TURF GRASS MOWING BID

AGENDA NO.: 8A

MEETING DATE: FEBRUARY 19, 2018

STAFF REVIEW:

Director of Parks and Planning, Bob Johnson:

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

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

During the February 17, 2014 Board Meeting, the Board accepted the bid from Classic Landscape, Ltd for Turf Mowing Services and entered into an agreement for the turf mowing services until April 30, 2016. Section 2 of the contract provided that the contract could be extended for up to two additional years to April 30, 2018, upon the approval by the District and Classic Landscape, Ltd., and that provision was acted upon.

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

The Park District is currently out to bid for mowing services for the 2018 season, with the same option to extend the term if mutually agreed upon by the contractor and the Oak Brook Park District. The bid opening will be held on March 2nd, and a recommendation will be made at the March 29th Board Meeting.

ACTION PROPOSED:

For discussion only



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: RESOLUTION 18-0319: A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER INVOLVING AN INCREASE IN THE CONTRACT PRICE OF \$10,000.00 OR MORE FOR THE FAMILY LOCKER ROOM PROJECT

AGENDA No.: 8 B

MEETING DATE: FEBRUARY 19, 2018

STAFF REVIEW:

Director of Recreation & Facilities, Dave Thommes

Handwritten signature of Dave Thommes in blue ink.

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey

Handwritten signature of Laure Kosey in blue ink.

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

The Board of Park Commissioners approved an agreement with Wight & Co. for the Family Locker Room project for a not to exceed cost of \$1,051,549 at the July 17, 2017 regular meeting of the Board of Commissioners.

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

In the process of construction, several issues were discovered that necessitated change orders. In addition, due to the tight timeline of the project, the contractor was given verbal permission to complete the work to ensure the project would be completed on time. These were field changes that were necessary in order for the project to move forward and mostly unforeseeable. Wight and Co. has just submitted the formal paperwork to the District.

The total value of the following change orders is: \$16,867. The change orders are summarized on the page that follows. Along with these change orders, staff negotiated for Wight & Co. to pay for the construction of the sight line wall on the men's side of the complex. Despite these change orders, the project will finish under budget.

ACTION PROPOSED:

For Review and Discussion Only.

Family Locker Room Project			
Change Order Review - February 2018 Board Meeting			
Description	Vendor	Pricing	Notes
Back charge for dumpsters	Airport Electric	\$ (348.00)	DBM paid for dumpsters for all contractors.
Installation of hose bibs per IDPH permit application	CW Burns	\$ 1,170.00	
Back charge for dumpsters	CW Burns	\$ (348.00)	DBM paid for dumpsters for all contractors.
Provide dumpster for all trade contractors	DBM Services, Inc.	\$ 1,044.00	Charged back to individual contractors thus reducing their contract value.
Furnish and install four additional access panels	DBM Services, Inc.	\$ 718.00	Existing equipment concealed above hard ceiling; new panels added to meet new code.
Re-work toilet in Family Locker Room due to concealed steel column in existing wall.	DBM Services, Inc.	\$ 1,877.00	
Re-work existing wall at shower area.	DBM Services, Inc.	\$ 1,885.00	Remove existing chair rail and skim coat entire wall.
Removal of existing concrete.	DBM Services, Inc.	\$ 2,696.00	Locker bases needed to be adjusted to meet ADA requirements in new layout. Actual dimensions varied from field measurements and as-builts.
Reconstruction existing wall	DBM Services, Inc.	\$ 2,108.00	Existing walls not structurally sound.
Furr out bathrooms walls at shower.	DBM Services, Inc.	\$ 1,354.00	New wall needed to be modified to coordinate with the specified shower basin.
Back charge for dumpsters	Kingston Tile	\$ (348.00)	DBM paid for dumpsters for all contractors.
New mechanical grilles	MG Mechanical	\$ 2,723.00	Existing grilles and associated ductwork in too bad of condition to re-install. Concealed above a hard ceiling.
Lock function replaced at Family private changing areas	DBM Services, Inc.	\$ 2,336.00	Discrepancy in the specifications between written description and model number
Total		\$ 16,867.00	

RESOLUTION NO. 18-0319

A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER INVOLVING AN INCREASE IN THE CONTRACT PRICE OF \$10,000.00 OR MORE (Family Locker Room Project)

WHEREAS, pursuant to the Illinois Compiled Statutes, Chapter 720, Section 5/33E-9, the Oak Brook Park District (the “District”) is required to make specific findings prior to authorizing any change order relative to a contract which would increase or decrease the dollar amount of the contract by \$10,000.00 or more; and

WHEREAS, during certain Regular Board Meetings of the Oak Brook Park District, the Board of Commissioners (“Board”) approved change orders as set forth in the following chart, and

Regular Board Meeting Date	Contractor	Change Order Number and Description	Amount
8-21-17	Kingston Tile	CO1 Provide & Install Wall Tile	\$20,000.00
9-18-17	CW Burns	CO1 Upgrade faucets to Sloan	\$2,212.00
9-18-17	CW Burns	CO2 Provide and Install new Moen shower trim, heads, ADA slide bar, & Handheld shower	\$583.00
9-18-17	DBM	CO1 Additional toilet accessories	\$3578.00
9-18-17	DBM	CO2 Furr out wall in locker room/mount brackets	\$477.00
9-18-17	DBM	CO3 Backer Board for bathroom & Shower	\$17435.00
10-16-17	CW Burns	CO3 Handle extensions due to wall tile	\$341.00
10-16-17	CW Burns	CO4 repair trench drain grates damaged	933.00
Subtotal			\$45,559.00

WHEREAS, said change orders increased the price of the contracts between the District and these contractors in the total amount of \$45,559.00, and

WHEREAS, the Executive Director has presented and recommended the proposed change orders the contracts between the District and the Family Locker Room contractors. for the following amounts:

<u>Contractor</u>	<u>Change Order #</u>	<u>Amount</u>	<u>Description</u>	<u>Notes</u>
Airport Electric	1	\$ (348.00)	Back charge for dumpsters	DBM paid for dumpsters for all contractors.

CW Burns	5	\$1,170.00	Installation of hose bibs per IDPH permit application	
CW Burns	6	\$ (348.00)	Back charge for dumpsters	DBM paid for dumpsters for all contractors.
DBM Services, Inc.	4	\$1,044.00	Provide dumpster for all trade contractors	Charged back to individual contractors thus reducing their contract value.
DBM Services, Inc.	5	\$718.00	Furnish and install four additional access panels	Existing equipment concealed above hard ceiling; new panels added to meet new code.
DBM Services, Inc.	6	\$1,877.00	Re-work toilet in Family Locker Room due to concealed steel column in existing wall.	ASI 002
DBM Services, Inc.	7	\$1,885.00	Re-work existing wall at shower area.	Remove existing chair rail and skim coat entire wall.
DBM Services, Inc.	8	\$2,696.00	Removal of existing concrete.	Locker bases needed to be adjusted to meet ADA requirements in new layout. Actual dimensions varied from field measurements and as-builts.
DBM Services, Inc.	9	\$2,108.00	Reconstruction existing wall	Existing walls not structurally sound.
DBM Services, Inc.	10	\$1,354.00	Furr out bathrooms walls at shower.	New wall needed to be modified to coordinate with the specified shower basin.
DBM Services, Inc.	11	\$2,336.00	Lock Function replacement at Family private changing/toilet rooms	Replaced locks for private changing/toilet partitions, discrepancy in the specifications

				between written description and model number
Kingston Tile	2	\$(348.00)	Back charge for dumpsters	DBM paid for dumpsters for all contractors.
MG Mechanical	1	\$2,723.00	New mechanical grilles	Existing grilles and associated ductwork in too bad of condition to re-install. Concealed above a hard ceiling.
Total		\$16,867.00		

and a copy of said change orders being attached hereto as Exhibit “A” and made part hereof, to the District’s Board of Park Commissioners (“Board”); and

WHEREAS, the total sum of change orders would increase the total project price by \$62,426.00 thereby requiring the Board’s authorization to accept change orders.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE OAK BROOK PARK DISTRICT, DuPage and Cook Counties, Illinois, as follows:

SECTION 1. That after reviewing the explanation of the Executive Director as to the necessity of and reason for the change order attached hereto as Exhibit “A”, the Board finds as follows:

- A. That the circumstances which necessitated said change orders were not reasonably foreseeable at the time the contract was entered into.
- B. That the basis of the change orders was not within the contemplation of the contract when the contract was signed.
- C. That it is in the best interests of the District to approve the change orders in its proposed forms.
- D. That to the extent that it may have been necessary to go to bid relative to the work contemplated by said change orders, bidding is hereby specifically waived as to the change order work.

SECTION 2. That having made the findings set forth in Section 1 above, the Board hereby approves the change order 3 attached hereto as Exhibit “A”, and directs and authorizes the Board’s President to execute said change order on behalf of the District.

PASSED AND APPROVED THIS 19th DAY OF FEBRUARY, 2018.

AYES: _____

NAYS: _____

OTHER: _____

Sharon Knitter, President

ATTEST:

Laure Kosey, Secretary

Exhibit A
Change Orders

Change Order

PROJECT: *(Name and address)*
 Family Locker Room Renovation
 (Plumbing)
 1450 Forest Gate Road
 Oak Brook, IL 60523

CONTRACT INFORMATION:
 Contract For: General Construction -
 Plumbing
 Date: July 17, 2017

CHANGE ORDER INFORMATION:
 Change Order Number: **005**
 Date:

OWNER: *(Name and address)*
 Oak Brook Park District
 1450 Forest Gate Road
 Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
 Wight & Company
 2500 North Frontage Road
 Darien, IL 60561

CONTRACTOR: *(Name and address)*
 CW Burns
 1536 Brook Drive
 Downers Grove, IL 60515

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Installation of hose bibbs per IDPH

The original Contract Sum was	\$ 119,400.00
The net change by previously authorized Change Orders	\$ 4,069.00
The Contract Sum prior to this Change Order was	\$ 123,469.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 1,170.00
The new Contract Sum including this Change Order will be	\$ 124,639.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>CW Burns</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
SIGNATURE	SIGNATURE	SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	<u></u> PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
<u></u> DATE	<u></u> DATE	<u></u> DATE



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Change Order

PROJECT: *(Name and address)*
 Family Locker Room Renovation
 (Plumbing)
 1450 Forest Gate Road
 Oak Brook, IL 60523

CONTRACT INFORMATION:
 Contract For: General Construction -
 Plumbing
 Date: July 17, 2017

CHANGE ORDER INFORMATION:
 Change Order Number: **006**
 Date:

OWNER: *(Name and address)*
 Oak Brook Park District
 1450 Forest Gate Road
 Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
 Wight & Company
 2500 North Frontage Road
 Darien, IL 60561

CONTRACTOR: *(Name and address)*
 CW Burns
 1536 Brook Drive
 Downers Grove, IL 60515

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Back charge for dumpster

The original Contract Sum was	\$ 119,400.00
The net change by previously authorized Change Orders	\$ 5,239.00
The Contract Sum prior to this Change Order was	\$ 124,639.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 348.00
The new Contract Sum including this Change Order will be	\$ 124,291.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>CW Burns</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	 PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
 DATE	 DATE	 DATE



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Change Order

PROJECT: *(Name and address)*
Family Locker Room Renovation

1450 Forest Gate Road
Oak Brook, IL 60523

CONTRACT INFORMATION:
Contract For: General Construction -
Carpentry
Date: July 17, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 004

Date: 02/05/2018

OWNER: *(Name and address)*
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
Wight & Company
2500 North Frontage Road
Darien, IL 60561

CONTRACTOR: *(Name and address)*
DBM Services, Inc
9850 190th St
Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide dumpster for all trade contractors

The original Contract Sum was	\$	519,836.00
The net change by previously authorized Change Orders	\$	21,490.00
The Contract Sum prior to this Change Order was	\$	541,326.00
The Contract Sum will be increased by this Change Order in the amount of	\$	1,044.00
The new Contract Sum including this Change Order will be	\$	542,370.00

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company

ARCHITECT *(Firm name)*

DBM Services, Inc

CONTRACTOR *(Firm name)*

Oak Brook Park District

OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Laura Batterberry, Project Manager

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

Laure Kosey, Executive Director

PRINTED NAME AND TITLE

DATE

DATE

DATE



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Change Order

PROJECT: *(Name and address)*
Family Locker Room Renovation

1450 Forest Gate Road
Oak Brook, IL 60523

CONTRACT INFORMATION:
Contract For: General Construction -
Carpentry
Date: July 17, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 005

Date: 02/05/2018

OWNER: *(Name and address)*
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
Wight & Company
2500 North Frontage Road
Darien, IL 60561

CONTRACTOR: *(Name and address)*
DBM Services, Inc
9850 190th St
Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Furnish and install four (4) additional access panels.

The original Contract Sum was	\$	<u>519,836.00</u>
The net change by previously authorized Change Orders	\$	<u>22,534.00</u>
The Contract Sum prior to this Change Order was	\$	<u>542,370.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>718.00</u>
The new Contract Sum including this Change Order will be	\$	<u>543,088.00</u>

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company
ARCHITECT *(Firm name)*

DBM Services, Inc
CONTRACTOR *(Firm name)*

Oak Brook Park District
OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Laura Batterberry, Project Manager
PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

Laure Kosey, Executive Director
PRINTED NAME AND TITLE

DATE

DATE

DATE



AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Family Locker Room Renovation

1450 Forest Gate Road
Oak Brook, IL 60523

CONTRACT INFORMATION:
Contract For: General Construction -
Carpentry
Date: July 17, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 006

Date: 02/05/2018

OWNER: *(Name and address)*
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
Wight & Company
2500 North Frontage Road
Darien, IL 60561

CONTRACTOR: *(Name and address)*
DBM Services, Inc
9850 190th St.
Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

ASI 002

The original Contract Sum was	\$ 519,836.00
The net change by previously authorized Change Orders	\$ 23,252.00
The Contract Sum prior to this Change Order was	\$ 543,088.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 1,877.00
The new Contract Sum including this Change Order will be	\$ 544,965.00

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company
ARCHITECT *(Firm name)*

DBM Services, Inc
CONTRACTOR *(Firm name)*

Oak Brook Park District
OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

SIGNATURE

PRINTED NAME AND TITLE

SIGNATURE

PRINTED NAME AND TITLE

DATE

DATE

DATE

Change Order

PROJECT: *(Name and address)*
 Family Locker Room Renovation

 1450 Forest Gate Road
 Oak Brook, IL 60523

CONTRACT INFORMATION:
 Contract For: General Construction -
 Carpentry
 Date: July 17, 2017

CHANGE ORDER INFORMATION:
 Change Order Number: 007

 Date: 02/05/2018

OWNER: *(Name and address)*
 Oak Brook Park District
 1450 Forest Gate Road
 Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
 Wight & Company
 2500 North Frontage Road
 Darien, IL 60561

CONTRACTOR: *(Name and address)*
 DBM Services, Inc
 9850 190th St.
 Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Re-work existing wall at shower area

The original Contract Sum was	\$ 519,836.00
The net change by previously authorized Change Orders	\$ 25,129.00
The Contract Sum prior to this Change Order was	\$ 544,965.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 1,885.00
The new Contract Sum including this Change Order will be	\$ 546,850.00
The Contract Time will be increased by Zero (0) days.	
The new date of Substantial Completion will be	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>DBM Services, Inc</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
<hr/> SIGNATURE	<hr/> SIGNATURE	<hr/> SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	<hr/> PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
<hr/> DATE	<hr/> DATE	<hr/> DATE



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Change Order

PROJECT: *(Name and address)*
 Family Locker Room Renovation

 1450 Forest Gate Road
 Oak Brook, IL 60523

CONTRACT INFORMATION:
 Contract For: General Construction- Tile
 & Flooring
 Date: July 17, 2017

CHANGE ORDER INFORMATION:
 Change Order Number: 002

 Date: 02/05/18

OWNER: *(Name and address)*
 Oak Brook Park District
 1450 Forest Gate Road
 Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
 Wight & Company
 2500 North Frontage Road
 Darien, IL 60561

CONTRACTOR: *(Name and address)*
 Kingston Tile
 731 Oakridge Dr.
 Romeoville, IL 60446

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Back charge for dumpster

The original Contract Sum was	\$ 99,542.00
The net change by previously authorized Change Orders	\$ 20,000.00
The Contract Sum prior to this Change Order was	\$ 119,542.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 348.00
The new Contract Sum including this Change Order will be	\$ 119,194.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company	Kingston Tile	Oak Brook Park District
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
SIGNATURE	SIGNATURE	SIGNATURE
Laura Batterberry, Project Manager		Laure Kosey, Executive Director
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
DATE	DATE	DATE

Change Order

PROJECT: *(Name and address)*
 Family Locker Room Renovation
 1450 Forest Gate Road
 Oak Brook, IL 60523

CONTRACT INFORMATION:
 Contract For: General Construction
 Date: July 17, 2017

CHANGE ORDER INFORMATION:
 Change Order Number: 001
 Date: 02/05/2018

OWNER: *(Name and address)*
 Oak Brook Park District
 1450 Forest Gate Road
 Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
 Wight & Company
 2500 North Frontage Road
 Darien, IL 60561

CONTRACTOR: *(Name and address)*
 MG Mechanical
 1513 Lamb Rd
 Woodstock, IL 60093

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

New mechanical grilles

The original Contract Sum was	\$ 41,564.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 41,564.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,723.00
The new Contract Sum including this Change Order will be	\$ 44,287.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company

ARCHITECT *(Firm name)*

MG Mechanical

CONTRACTOR *(Firm name)*

Oak Brook Park District

OWNER *(Firm name)*

SIGNATURE

 Laura Batterberry, Project Manager

PRINTED NAME AND TITLE

SIGNATURE

PRINTED NAME AND TITLE

SIGNATURE

 Laure Kosey, Executive Director

PRINTED NAME AND TITLE

DATE

DATE

DATE