



PARK DISTRICT of OAK PARK

PARK DISTRICT OF OAK PARK
Regular Park Board Meeting
Hedges Administrative Center
218 Madison St., Oak Park, Illinois 60302
Thursday, February 20, 2020, 7:30pm

AGENDA

- I. Call to Order/Roll Call**
- II. Approval of Agenda**
- III. Annual Community Service Awards**
- IV. Visitor/Public Comment**
Each person is limited to three minutes. The Board may set a limit on the total amount of time allocated to public comments.
- V. Consent Agenda**
 - A. Approval of Cash and Investment Summary*
 - B. Approval of Warrants and Bills*
 - C. Approval of Minutes*
 - D. Festival Theater Agreement*
 - E. Elrod Friedman LLC*
- VI. Staff Reports**
 - A. Executive Director's Report*
 - B. Updates and Information*
 - C. Revenue/Expense Status Reports*
- VII. Old Business**
 - A. Recreation and Facility Program Committee
 - B. Parks and Planning Committee
 1. Rehm Professional Services*
 - C. Administration and Finance Committee
 1. Information Technology Agreement*
 2. Intergovernmental Agreement – Parking*
- VIII. New Business**
 1. Annual Recreation Department Report*
 2. Annual Special Facilities Report*
 3. 2019 Annual Report*
 4. Wenonah and Randolph Park Construction Contract Approval*
- IX. Commissioners' Comments**

Commissioner Wick
Commissioner Porreca
Commissioner Wollmuth
Commissioner Worley-Hood
President Lentz

X. Closed Session

Motion to convene in closed session for the discussion of the performance of a specific employee of the District.

XI. Continue Meeting to the March 5, 2020

*Indicates information attached

**Indicates information/or additional information to be provided at or prior to the meeting

The Park District of Oak Park welcomes the opportunity to assist residents and visitors with disabilities. If you need special accommodations for this meeting, please call (708) 725-2000 or via email at Karen.Gruszka@pdop.org.



Agenda Comments

Thursday, February 20, 2020

- I. **Roll Call**
- II. **Approval of Agenda** (Voice Vote)
No additions to the Agenda are anticipated at this time.
- III. **Annual Community Services Awards**
- IV. **Visitor/Public Comment**
- V. **Consent Agenda** (Roll Call Vote) – Commissioner Porreca
Commissioner Porreca – Motion of the Board for approval of the Consent Agenda, which includes the Cash and Investment Summary and Warrants and Bills for the month of January, 2020; approve minutes from the Committee of the Whole Meeting January 9, 2020, the Regular Board Meeting January 16, 2020; approve the Festival Theater Agreement; and Engagement Letter – Elrod Friedman LLC.
- VI. **Staff Reports**
 - A. **Executive Director’s Report***
 - B. **Updates and Information***
 - C. **Revenue/Expense Status Report***
- VII. **Old Business**
 - A. **Recreation and Facility Program Committee: None**
 - B. **Parks and Planning Committee: Commissioner Wick**
 1. **Rehm Professional Services***
(Roll Call Vote) (attachment VII.B.1)
Commissioner Wick: I move that the Park Board approve the authorization to engage Altamanu, Inc., Chicago, Illinois, for a total cost not to exceed \$96,650, to create project bid specifications and to provide oversight of construction for the Rehm Park Improvements. Altamanu, Incorporation’s fee is \$69,650, and will serve as the lead consultant and SMP Group Design Associates, LLC will be the sub-contractor with a fee of \$26,000.
 - C. **Administration and Finance Committee: Commissioner Porreca**
 1. **Information Technology Agreement***
(Roll Call Vote) (attachment VII.C.1)
Commissioner Porreca: I move that the Park Board approve engaging Noventech, Inc. of Wood Dale, IL, for information technology services and support for \$8,850 per month. Staff request approval for a one-year contract with the ability to extend it based on service delivery.
 2. **Intergovernmental Agreement - Parking***
(Roll Call Vote) (attachment VII.C.2)
Commissioner Porreca: I move that the Park Board approve the VOP and PDOP Intergovernmental Agreement for parking effective April 1, 2020.

VIII. New Business

1. Annual Recreation Department Report*
2. Annual Special Facilities Report*
3. Annual Report*
4. Wenonah and Randolph Park Construction Contract Approval*

IX. Commissioners' Comments

Commissioner Wick
Commissioner Porreca
Commissioner Wollmuth
Commissioner Worley-Hood
President Lentz

X. Closed Session

Motion to convene in closed session for the discussion of the performance of a specific employee of the District.

XI. Continue Meeting to March 5, 2020

* Indicates information attached.

** Indicates information to be provided before or at the meeting.

Update indicates verbal report provided at meeting no materials attached

In partnership with the community, we enrich lives by providing meaningful experiences through programs, parks, and facilities



CASH AND INVESTMENT SUMMARY- January 2020

	Community Bank	IPDLAF	CD's	PMA - SSD	IMET	Jan-20 TOTAL	Dec-19 TOTAL
General Fund							
10 - Corporate	4,794,930	8,609	(324,500)	6,828,768	(10,057,913)	1,249,894	482,515
Special Revenue Funds							
15 - IMRF	(1,037,992)	1,603	-	-	1,342,233	305,844	391,080
16 - Liability	(959,484)	8,965	-	-	1,091,470	140,951	286,696
17 - Audit	(57,065)	237	-	-	70,442	13,614	13,589
20 - Recreation	539,352	4,979	800,000	(67,481)	3,012,678	4,289,527	4,833,373
21 - Museum	(204,251)	1,220	-	133,871	255,737	186,577	190,803
22 - Special Recreation	(1,671,050)	17,121	-	-	1,682,551	28,622	160,181
25 - Special Facilities	41,319	3,288	-	1,040,000	593,203	1,677,810	1,593,661
85 - Cheney Mansion	198,073	462	-	-	52,326	250,862	269,752
Capital Funds							
70 - Capital Projects	200,228	78,051	500,000	80,000	1,400,984	2,259,263	3,291,191
70 - 2011 Bond	-	-	-	-	-	-	-
70 - 2012 Bond	-	-	-	-	-	-	-
70 - 2013 Bond	-	-	-	-	-	-	-
Total Cash Available to District	1,844,061	124,534	975,500	8,015,158	(556,289)	10,402,963	11,512,841
Distribution %:	17.73%	1.20%	9.38%	77.05%	-5.35%	100.00%	100.00%
Other Funds							
50 - Health Insurance Fund	241,114	345	-	-	350,799	592,259	722,166
x - Memorial Trust	14,883	-	-	-	118,136	133,018	133,018
xx - Working Cash	207,870	-	-	-	-	207,870	207,870
Total Cash Across All Funds	2,307,927	124,879	975,500	8,015,158	(87,354)	11,336,110	12,575,895



PARK DISTRICT
of OAK PARK

Park District of Oak Park
Cash Status Report
As of January 31st, 2020

Operating Accounts

Byline Bank	0.15%	\$	775,419
iPrime Liquid Money Market	1.77%	\$	7,630,772
Illinois Metropolitan Investment Fund	1.39%	\$	1,893,303 *
Illinois Park District Liquid Asset Fund Account	0.73%	\$	124,878
		\$	10,424,372

Operating Investment Accounts

Pacific Western Bank	2.52% due 05/14/20	\$	243,800
Rockford B&TC	2.39% due 05/28/20	\$	244,000
Western Alliance Bank/Torrey Pines Bank	2.43% due 05/28/20	\$	244,000
SonaBank	2.49% due 07/13/20	\$	243,700
	Working Solvency	\$	11,399,872
	2019 Solvency	\$	12,224,500

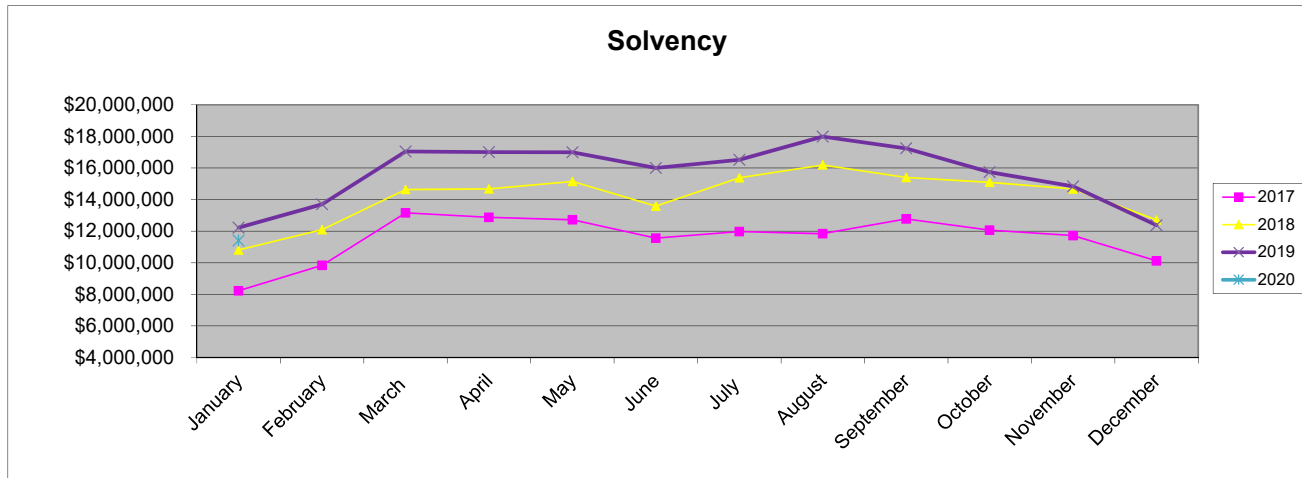
2013 Bond Accounts

Illinois Metropolitan Investment Fund 2013 Bond	0.96%	\$	116,273 **
	2013 Bond Solvency	\$	116,273

*Includes \$226,903.62 of non-spendable funds

**Includes \$116,272.82 of non-spendable funds

Total Solvency									
	2017		2018		2019		2020		
January	\$ 8,222,701	January	\$ 10,807,839	January	\$ 12,224,500	January	\$ 11,399,872		
February	\$ 9,835,012	February	\$ 12,096,547	February	\$ 13,705,194	February			
March	\$ 13,158,403	March	\$ 14,639,398	March	\$ 17,043,761	March			
April	\$ 12,871,778	April	\$ 14,673,906	April	\$ 17,003,585	April			
May	\$ 12,722,619	May	\$ 15,142,968	May	\$ 16,993,252	May			
June	\$ 11,558,746	June	\$ 13,586,366	June	\$ 16,008,032	June			
July	\$ 11,974,154	July	\$ 15,372,712	July	\$ 16,522,568	July			
August	\$ 11,839,784	August	\$ 16,194,723	August	\$ 17,991,724	August			
September	\$ 12,775,498	September	\$ 15,392,249	September	\$ 17,245,774	September			
October	\$ 12,059,760	October	\$ 15,094,766	October	\$ 15,741,907	October			
November	\$ 11,719,974	November	\$ 14,662,671	November	\$ 14,835,809	November			
December	\$ 10,116,988	December	\$ 12,708,567	December	\$ 12,371,649	December			



IV. B

Park District of Oak Park
Voucher List for the Month of January
Presented to the Board of Commissioners
At their Meeting on February 20, 2020

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
10 CORPORATE FUND					
10-00-16-00060	PREPAID EXPENSE				
36808	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI	20200027	26018	01/17/2020	6,944.17
					<u>6,944.17</u>
10-00-21-20109	IMRF WITHHOLDING				
36573	IMRF ILL MUNICIPAL RETIREMENT FUND		25948	01/10/2020	43,845.74 A
					<u>43,845.74</u>
10-00-21-20111	HEALTH INSURANCE SECTION 125				
36620	PDRMA PDRMA		25974	01/10/2020	11,654.88 A
					<u>11,654.88</u>
10-00-21-20114	UNION DUES				
36859	SEIU SEIU LOCAL 73		26089	01/24/2020	292.88
					<u>292.88</u>
10-00-21-20117	AFLAC SECTION 125				
36488	AFLAC AFLAC ATTN: REMITTANCE PROCESSI		25923	01/10/2020	270.84
36855	AFLAC AFLAC ATTN: REMITTANCE PROCESSI		26054	01/24/2020	270.84
					<u>541.68</u>
10-00-21-20118	AFLAC				
36488	AFLAC AFLAC ATTN: REMITTANCE PROCESSI		25923	01/10/2020	79.78
36855	AFLAC AFLAC ATTN: REMITTANCE PROCESSI		26054	01/24/2020	79.78
					<u>159.56</u>
10-00-21-20119	I LIFE				
36858	NCPERS NCPERS GROUP LIFE INSURANCE		26082	01/24/2020	44.00
					<u>44.00</u>
10-00-21-20120	ICMA WITHHELD				
36491	ICMA ICMA RETIREMENT TRUST		25946	01/10/2020	1,377.29
36857	ICMA ICMA RETIREMENT TRUST		26079	01/24/2020	1,716.04
					<u>3,093.33</u>
10-00-21-20131	ICMA ROTH IRA WITHHELD				
36491	ICMA ICMA RETIREMENT TRUST		25946	01/10/2020	208.09
36857	ICMA ICMA RETIREMENT TRUST		26079	01/24/2020	212.31
					<u>420.40</u>
10-00-21-20132	BRIGHT START PROGRAM				
36490	BRIGHTSTA BRIGHT START COLLEGE SAVING		25932	01/10/2020	100.00
36856	BRIGHTSTA BRIGHT START COLLEGE SAVING		26057	01/24/2020	100.00
					<u>200.00</u>
10-00-52-00200	LEGAL COUNSEL				
36880	HOLLAND HOLLAND & KNIGHT LLP	20190232	26077	01/24/2020	3,910.50 A
					<u>3,910.50</u>
10-00-52-00204	COMPUTER (IT) SERVICE				
36569	GOVCON GOVCONNECTION INC.	20191783	25941	01/10/2020	2,180.00 A
36785	AMERIEAG AMERICAN EAGLE COM SVANAC	20200004	25991	01/17/2020	4,500.00 A
37048	ADOBE ADOBE SYSTEMS, INC		508357	01/14/2020	461.05
37069	AMERIEAG AMERICAN EAGLE COM SVANAC		508367	01/14/2020	9,000.00
37070	AMERIEAG AMERICAN EAGLE COM SVANAC		508367	01/14/2020	500.00
37073	ARCHIVE ARCHIVE SOCIAL, INC.		508369	01/14/2020	199.00
37077	FLEETMAT FLEETMATICS USA LLC		508394	01/14/2020	1,217.00

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
10-00-52-00204	COMPUTER (IT) SERVICE				
37096	CONSTANT CONSTANT CONTACT		508381	01/14/2020	2,632.92
37157	ONSTRAT ON STRATEGY		508437	01/14/2020	300.00
37166	PLUNG PLUG N PAY		508444	01/14/2020	192.00
37187	SITESUSA SITES USA		508461	01/14/2020	1,495.00
					<u>22,676.97</u>
10-00-52-00208	COPYING AND PRINTING- INTERNAL				
36921	DELAGE DE LAGE LANDEN PUBLIC FINANCE20200057		26110	01/31/2020	3,763.45
36922	DELAGE DE LAGE LANDEN PUBLIC FINANCE20200057		26110	01/31/2020	3,763.45
					<u>7,526.90</u>
10-00-52-00299	CONTRACTUAL SERVICES - OTHER				
36619	PAYCOM PAYCOM PAYROLL, LLC		25973	01/10/2020	2,057.73
36809	ILLDPNAT ILLINOIS DEPARTMENT OF NATUR.20200048		26019	01/17/2020	300.00
36885	PAYCOM PAYCOM PAYROLL, LLC		26086	01/24/2020	5,460.95 A
36886	PAYCOM PAYCOM PAYROLL, LLC		26086	01/24/2020	2,278.07
36933	FLEX FLEXIBLE BENEFIT SERVICE CORP. 20190191		26116	01/31/2020	135.00 A
36967	PICKENS PICKENS-KANE BUSINESS SERVICE:20200049		26146	01/31/2020	22.00
36977	TIAABANK TIAA BANK 20200056		26155	01/31/2020	1,555.09
					<u>11,808.84</u>
10-00-53-00300	OFFICE EXPENSE				
37104	GARVEY'S GARVEY'S OFFICE PRODUCTS		508397	01/14/2020	151.18
37104	GARVEY'S GARVEY'S OFFICE PRODUCTS		508397	01/14/2020	250.94
37147	MICROSOFT MICROSOFT STORE			01/14/2020	-2,224.17
37156	OFFMAX OFFICE MAX		508436	01/14/2020	35.91
37156	OFFMAX OFFICE MAX		508436	01/14/2020	27.99
					<u>-1,758.15</u>
10-00-53-00399	SUPPLIES - OTHER				
37088	COSTCO COSTCO		508382	01/14/2020	42.57
37088	COSTCO COSTCO		508382	01/14/2020	-15.86
37088	COSTCO COSTCO		508382	01/14/2020	185.25
					<u>211.96</u>
10-00-53-00405	COMPUTER EQUIPMENT				
37075	BEST BEST BUY		508371	01/14/2020	109.99
37147	MICROSOFT MICROSOFT STORE			01/14/2020	2,068.93
37147	MICROSOFT MICROSOFT STORE			01/14/2020	295.36
37147	MICROSOFT MICROSOFT STORE			01/14/2020	-1,919.93
37147	MICROSOFT MICROSOFT STORE			01/14/2020	-295.36
37147	MICROSOFT MICROSOFT STORE			01/14/2020	-149.00
37147	MICROSOFT MICROSOFT STORE			01/14/2020	169.99
37189	SOLAR SOLARWINDS		508463	01/14/2020	672.00
					<u>951.98</u>
10-00-56-00600	EMPLOYEE RECOGNITION				
36617	M&MSPORTS M&M SPORTS SCENE INC. 20200005		25952	01/10/2020	2,682.41 A
37076	BINNYS BINNYS BEVERAGE		508373	01/14/2020	493.57
37113	HOBB HOBBY LOBBY		508404	01/14/2020	32.89
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	24.95
					<u>3,233.82</u>
10-00-56-00605	CONFERENCE AND TRAINING				

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
10-00-56-00605	CONFERENCE AND TRAINING				
36928	FIRSTSTUD FIRST STUDENT, INC	20200089	26114	01/31/2020	220.50 A
37068	AMERAIR AMERICAN AIRLINES		508366	01/14/2020	519.39
37119	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	-50.00
					<u>689.89</u>
10-00-56-00610	DUES AND SUBSCRIPTIONS				
36780	ALLIANCE ALLIANCE FOR INNOVATION	20200023	25988	01/17/2020	1,860.00
37115	HRMANGER HR MANGER ASSOCIATION OF C		508407	01/14/2020	90.00
37126	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	264.00
					<u>2,214.00</u>
10-00-56-00620	ADMINISTRATIVE EXPENSE				
37091	CVS CVS PHARMACY		508384	01/14/2020	-8.02
37092	DOLL DOLLARTREE		508387	01/14/2020	34.29
37134	JOANN JOANN FABRICS		508415	01/14/2020	7.71
37140	MARGARITA MARGARITA'S		508423	01/14/2020	415.69
37168	REUTERS RICHARD EBERK JR.		508447	01/14/2020	201.25
37195	TARGET TARGET STORES, INC		508469	01/14/2020	14.49
					<u>665.41</u>
10-00-56-00621	DIRECTOR EXPENSE				
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	18.39
37161	PARKING PARKING		508439	01/14/2020	2.35
37161	PARKING PARKING		508439	01/14/2020	2.35
					<u>23.09</u>
10-00-56-00655	RECRUITMENT				
37098	FACEBOOK FACEBOOK		508391	01/14/2020	20.59
37117	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	265.00
37148	MONSTER MONSTER GLOBAL WORLDWIDE		508429	01/14/2020	249.00
					<u>534.59</u>
10-00-58-00820	TELECOMMUNICATIONS				
36614	COMCAST COMCAST	20190091	25933	01/10/2020	8,067.37 A
36915	COMCAST COMCAST	20200058	26106	01/31/2020	7,919.85
37205	VERI VERIZON WIRELESS		508477	01/14/2020	2,380.05
					<u>18,367.27</u>
10-35-52-00275	CUSTODIAL SERVICES				
36796	CRYSTAL CRYSTAL MGMT & MAINTENANCE	20200029	25997	01/17/2020	410.00
					<u>410.00</u>
10-35-52-00299	CONTRACTUAL SERVICES - OTHER				
36568	EMPIRICAL EMPIRICAL ELECTRIC INC.	20191757	25940	01/10/2020	685.00 A
36879	GLASSDES GLASS DESIGN, INC.	20200020	26076	01/24/2020	752.78 A
36909	ARROW ARROW LOCKSMITH SERVICE	20200063	26100	01/31/2020	52.00 A
37060	ALADEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	242.37
37072	RENTOKIL ANDERSON PEST SOLUTIONS		508368	01/14/2020	128.00
					<u>1,860.15</u>
10-35-53-00313	SUPPLIES - BUILDING MATERIALS				
37105	GEM GEM ELECTRIC SUPPLY, INC.		508398	01/14/2020	24.80
37111	GRAINGER GRAINGER, INC.		508402	01/14/2020	119.25
37196	HOME HOME DEPOT		508406	01/14/2020	27.57
					<u>171.62</u>

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
10-35-53-00320 MISCELLANEOUS SUPPLIES					
37066	AMAZ AMAZON.COM		508365	01/14/2020	53.49
37066	AMAZ AMAZON.COM		508365	01/14/2020	83.89
37113	HOBBS HOBBY LOBBY		508404	01/14/2020	75.73
37135	KENNI KENNICOTT BROTHERS CO.		508416	01/14/2020	176.45
37173	SAFARILTD SAFARI PROGRAMS INC.		508451	01/14/2020	274.50
					<u>664.06</u>
10-35-53-00330 ANIMAL CARE					
36941	MCDONALD DR. SCOTT E. MCDONALD,DVM	20200073	26123	01/31/2020	100.00
					<u>100.00</u>
10-35-53-11100 GIFT SHOP					
37084	CLESEN CLESEN WHOLESALE		508379	01/14/2020	505.20
37123	INGRAM INGRAM INDUSTRIES, INC.		508409	01/14/2020	24.21
37123	INGRAM INGRAM INDUSTRIES, INC.		508409	01/14/2020	26.22
37123	INGRAM INGRAM INDUSTRIES, INC.		508409	01/14/2020	67.01
37123	INGRAM INGRAM INDUSTRIES, INC.		508409	01/14/2020	185.04
					<u>807.68</u>
10-35-53-11105 CONSERVATORY SPECIAL EVENTS					
37066	AMAZ AMAZON.COM		508365	01/14/2020	68.72
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	10.43
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	108.85
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	7.44
37186	SILVERLAN SILVER-LAND INC		508460	01/14/2020	154.70
37207	WALMART WALMART STORES, INC.		508483	01/14/2020	120.58
					<u>470.72</u>
10-35-53-14400 BIRTHDAY PARTY SUPPLIES					
37103	FUNEXPR FUN EXPRESS		508396	01/14/2020	365.25
					<u>365.25</u>
10-35-56-00610 DUES AND SUBSCRIPTIONS					
37130	ISA INTERNL SOC OF ARBORICULTURE		508410	01/14/2020	180.00
					<u>180.00</u>
10-35-56-00615 EMPLOYEE TRAVEL REIMBURSEMENT					
36804	GENTRY KENT GENTRY		26015	01/17/2020	39.44 A
36812	KUPPERS KRISTA KUPPERSCHMIDT		26022	01/17/2020	26.22 A
					<u>65.66</u>
10-35-56-11100 GIFT SHOP - SALES TAX					
36810	ILLDEP ILLINOIS DEPT. OF REVENUE		26020	01/17/2020	566.00 A
					<u>566.00</u>
10-35-58-00800 ELECTRICITY					
36863	COMED COMED	20190328	26059	01/24/2020	868.22 A
					<u>868.22</u>
10-35-58-00810 NATURAL GAS					
36594	NICOTRAN NICOR GAS TRANSPORTATION BII20190239		25969	01/10/2020	1,101.28 A
36917	CNE CONSTELLATION NEWENERGY - GAS DI20190231		26105	01/31/2020	1,316.20 A
36959	NICOTRAN NICOR GAS TRANSPORTATION BII20190239		26139	01/31/2020	1,198.39 A
					<u>3,615.87</u>
10-35-58-00830 WATER					

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
10-35-58-00830	WATER				
37216	VILLWAT VILLAGE OF OAK PARK-WATER WA		508481	01/14/2020	333.50
					<u>333.50</u>
10-50-52-00260	PROPERTY REPAIR				
36406	ALARM ALARM SECURITY INC.	20191749	25927	01/10/2020	185.50 A
36781	ALLTYPES ALL TYPES ELEVATORS, INC.	20200022	25989	01/17/2020	160.00 A
36782	ALLTYPES ALL TYPES ELEVATORS, INC.	20200022	25989	01/17/2020	160.00 A
36783	ALLTYPES ALL TYPES ELEVATORS, INC.	20200022	25989	01/17/2020	160.00 A
36817	MCDONTIM TIM MCDONALD	20200025	26040	01/17/2020	5,830.00 A
36824	OAKGLASS OAK PARK GLASS ALUMINUM ST	20200014	26029	01/17/2020	340.00 A
36835	VILLFIN VILLAGE OF OAK PARK FINANCE	20200013	26045	01/17/2020	43.00 A
36888	ROUGH ROUGH BROTHERS, INC.	20200054	26088	01/24/2020	41,375.00 A
36932	FLCHICAGO F.L. CHICAGO LLC	20200078	26115	01/31/2020	29,200.00
36979	VISTEEN VISTEEN PLUMBING INC.	20200068	26157	01/31/2020	655.00 A
36980	VISTEEN VISTEEN PLUMBING INC.	20200068	26157	01/31/2020	560.00 A
36982	VISTEEN VISTEEN PLUMBING INC.	20200074	26157	01/31/2020	700.00 A
36983	VISTEEN VISTEEN PLUMBING INC.	20200074	26157	01/31/2020	681.25 A
36984	VISTEEN VISTEEN PLUMBING INC.	20200074	26157	01/31/2020	600.00 A
36985	VISTEEN VISTEEN PLUMBING INC.	20200074	26157	01/31/2020	450.00 A
36986	VISTEEN VISTEEN PLUMBING INC.	20200074	26157	01/31/2020	627.50 A
36987	VISTEEN VISTEEN PLUMBING INC.	20200074	26157	01/31/2020	1,945.00 A
37051	ALADEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	487.26
37052	ALADEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	1,400.64
37053	ALADEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	239.04
37058	ALADEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	1,287.00
37059	ALADEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	855.84
37163	PELICAN PELICAN WIRELESS		508441	01/14/2020	15.00
37163	PELICAN PELICAN WIRELESS		508441	01/14/2020	14.95
					<u>87,971.98</u>
10-50-52-00265	FLEET SERVICE				
37116	I-PASS I-PASS ILLINOIS TOLLWAY		508411	01/14/2020	67.20
					<u>67.20</u>
10-50-52-00270	LANDSCAPING SERVICE				
36841	WINKLER WINKLER'S TREE SERVICES	20200010	26049	01/17/2020	3,328.00 A
					<u>3,328.00</u>
10-50-52-00275	CUSTODIAL SERVICES				
36796	CRYSTAL CRYSTAL MGMT & MAINTENANCE	20200029	25997	01/17/2020	1,815.00
36798	CRYSTAL CRYSTAL MGMT & MAINTENANCE	20200029	25997	01/17/2020	690.00
					<u>2,505.00</u>
10-50-52-00280	SCAVENGER SERVICE				
36610	WESTCOOK WEST COOK COUNTY SOLID WA	20191750	25984	01/10/2020	220.55 A
37102	FLOOD FLOOD BROTHERS DISPOSAL & RECY		508395	01/14/2020	410.00
37102	FLOOD FLOOD BROTHERS DISPOSAL & RECY		508395	01/14/2020	410.00
37208	WASTE WASTE MANAGEMENT CO.		508484	01/14/2020	4,322.26
					<u>5,362.81</u>
10-50-52-00286	SPORTS FIELD IMPROVEMENTS				
37050	ALGREAT AL GREAT LAKES		508362	01/14/2020	68.90
					<u>68.90</u>

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
10-50-53-00301 UNIFORMS					
36408	ARAMARK ARAMARK UNIFORMS	20191756	25929	01/10/2020	32.98
36830	POIRIER ROBERT POIRIER		26035	01/17/2020	110.00 A
37181	SEARS SEARS ROEBUCK CO.		508456	01/14/2020	84.99
37183	SHOECARNI SHOE CARNIVAL		508458	01/14/2020	99.98
37194	CENTRAL CENTRAL BIG R STORES		508372	01/14/2020	99.99
					<u>427.94</u>
10-50-53-00310 SUPPLIES-PARKS					
36898	ADR A.D.R. BULBS, INC	20200055	26053	01/24/2020	1,790.00 A
37065	AMAZ AMAZON.COM		508365	01/14/2020	39.57
37109	GLOBAL GLOBAL INDUST/ EQUIPMENT COMI		508399	01/14/2020	262.84
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	11.66
37182	SHERWIN SHERWIN-WILLIAMS CO.		508457	01/14/2020	36.44
37184	SIGNEXP SIGN EXPRESS		508459	01/14/2020	240.00
37196	HOME HOME DEPOT		508406	01/14/2020	369.70
37196	HOME HOME DEPOT		508406	01/14/2020	79.94
					<u>2,830.15</u>
10-50-53-00311 SUPPLIES- CLEANING & HOUSEHOLD					
36834	ULINE ULINE INC	20200011	26042	01/17/2020	159.13 A
36839	WAREHOUS WAREHOUSE DIRECT OFFICE	20200012	26047	01/17/2020	32.98 A
37196	HOME HOME DEPOT		508406	01/14/2020	17.96
					<u>210.07</u>
10-50-53-00313 SUPPLIES - BUILDING MATERIALS					
36609	TWINSUP TWIN SUPPLIES LTD	20191751	25983	01/10/2020	556.00 A
37071	AMAZ AMAZON.COM		508365	01/14/2020	41.97
37105	GEM GEM ELECTRIC SUPPLY, INC.		508398	01/14/2020	138.40
37110	GRAINGER GRAINGER, INC.		508402	01/14/2020	159.60
37114	HOME HOME DEPOT		508406	01/14/2020	15.81
37137	LANCE LANCE CONSTRUCTION		508418	01/14/2020	19.18
37145	MENARDS MENARD'S		508427	01/14/2020	331.05
37145	MENARDS MENARD'S		508427	01/14/2020	199.93
37155	NORTHERN NORTHERN TOOL & EQUIPMENT		508433	01/14/2020	549.00
37155	NORTHERN NORTHERN TOOL & EQUIPMENT		508433	01/14/2020	39.99
37171	ROYAL ROYAL PIPE & SUPPLY CO.		508449	01/14/2020	93.17
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	31.47
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	3.24
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	24.07
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	5.85
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	38.51
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	10.78
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	9.83
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	40.48
37177	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	26.36
37182	SHERWIN SHERWIN-WILLIAMS CO.		508457	01/14/2020	16.47
37182	SHERWIN SHERWIN-WILLIAMS CO.		508457	01/14/2020	50.10
37182	SHERWIN SHERWIN-WILLIAMS CO.		508457	01/14/2020	22.33
37182	SHERWIN SHERWIN-WILLIAMS CO.		508457	01/14/2020	49.98
37191	SOUTH SOUTH SIDE CONTROL SUPPLY CO.		508465	01/14/2020	42.96

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
10-50-53-00313 SUPPLIES - BUILDING MATERIALS					
37196	HOME HOME DEPOT		508406	01/14/2020	176.31
37196	HOME HOME DEPOT		508406	01/14/2020	233.60
37196	HOME HOME DEPOT		508406	01/14/2020	85.27
37196	HOME HOME DEPOT		508406	01/14/2020	317.00
37196	HOME HOME DEPOT		508406	01/14/2020	169.05
37196	HOME HOME DEPOT		508406	01/14/2020	9.27
37203	USAVEND USA VEND AT AIR SERVICE		508474	01/14/2020	1.50
					<u>3,508.53</u>
10-50-53-00410 EQUIPMENT					
36598	RUSSO RUSSO POWER EQUIPMENT	20191753	25978	01/10/2020	3,975.00 A
36599	RUSSO RUSSO POWER EQUIPMENT	20191753	25978	01/10/2020	67.34 A
36600	RUSSO RUSSO POWER EQUIPMENT	20191753	25978	01/10/2020	83.28 A
37114	HOME HOME DEPOT		508406	01/14/2020	168.88
					<u>4,294.50</u>
10-50-56-00605 CONFERENCE AND TRAINING					
37112	HILTON HILTON		508403	01/14/2020	62.00
					<u>62.00</u>
10-50-56-00610 DUES AND SUBSCRIPTIONS					
36819	MIPE MIDWEST INSTITUTE OF PARK EXECUT	20200009	26028	01/17/2020	25.00
37192	SPORTURF SPORTS TURF MANAGERS ASSOCI		508466	01/14/2020	175.00
					<u>200.00</u>
10-50-58-00800 ELECTRICITY					
36863	COMED COMED	20190328	26059	01/24/2020	3,464.77 A
36864	COMED COMED	20190211	26060	01/24/2020	32.45 A
36867	COMED COMED	20190143	26067	01/24/2020	149.30 A
36868	COMED COMED	20190142	26068	01/24/2020	229.44 A
36869	COMED COMED	20190328	26069	01/24/2020	466.20 A
36871	COMED COMED	20190234	26071	01/24/2020	1,185.04 A
36872	COMED COMED	20191122	26072	01/24/2020	623.60 A
36873	COMED COMED	20191229	26061	01/24/2020	67.59 A
36874	COMED COMED	20191229	26062	01/24/2020	25.77 A
36875	COMED COMED	20191122	26063	01/24/2020	32.89 A
36876	COMED COMED	20190145	26064	01/24/2020	401.47 A
36877	COMED DELI COMED DELIVERY SERVICES	20190144	26073	01/24/2020	230.06 A
36881	HUDSON HUDSON ENERGY - IL	20190146	26078	01/24/2020	404.66 A
					<u>7,313.24</u>
10-50-58-00810 NATURAL GAS					
36578	NICOR NICOR GAS	20190538	25953	01/10/2020	193.98 A
36579	NICOR NICOR GAS	20190229	25954	01/10/2020	325.87 A
36581	NICOR NICOR GAS	20190228	25961	01/10/2020	391.84 A
36582	NICOR NICOR GAS	20190213	25962	01/10/2020	305.06 A
36583	NICOR NICOR GAS	20190227	25963	01/10/2020	445.14 A
36588	NICOR NICOR GAS	20190226	25955	01/10/2020	198.21 A
36589	NICOR NICOR GAS	20190225	25956	01/10/2020	522.89 A
36590	NICOR NICOR GAS	20190224	25957	01/10/2020	401.06 A
36591	NICOR NICOR GAS	20191319	25958	01/10/2020	433.82 A
36592	NICOR NICOR GAS	20191180	25959	01/10/2020	713.38 A

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
10-50-58-00810 NATURAL GAS					
36944	NICOR NICOR GAS	20190229	26125	01/31/2020	376.72 A
36945	NICOR NICOR GAS	20190538	26126	01/31/2020	205.29 A
36947	NICOR NICOR GAS	20190228	26132	01/31/2020	437.66 A
36948	NICOR NICOR GAS	20190213	26133	01/31/2020	262.87 A
36949	NICOR NICOR GAS	20190227	26134	01/31/2020	509.35 A
36954	NICOR NICOR GAS	20190226	26138	01/31/2020	188.83 A
36955	NICOR NICOR GAS	20190225	26127	01/31/2020	640.08 A
36956	NICOR NICOR GAS	20190224	26128	01/31/2020	463.70 A
36957	NICOR NICOR GAS	20191319	26129	01/31/2020	750.13 A
36958	NICOR NICOR GAS	20191180	26130	01/31/2020	756.76 A
					8,522.64
10-50-58-00820 TELECOMMUNICATIONS					
37086	COMCAST COMCAST		508380	01/14/2020	106.85
					106.85
10-50-58-00830 WATER					
36837	VILLWAT VILLAGE OF OAK PARK-WATER WA120200047		26046	01/17/2020	447.44 A
36838	VILLWAT VILLAGE OF OAK PARK-WATER WA120200047		26046	01/17/2020	9.52 A
37213	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	30.00
37214	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	10.00
37215	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	162.00
37218	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	88.50
37220	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	15.00
37222	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	88.50
37223	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	51.75
37224	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	39.50
37225	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	25.00
37226	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	15.00
37227	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	15.00
37228	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	51.75
37229	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	76.25
37230	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	19.52
37231	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	15.00
37234	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	15.00
37235	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	10.00
37236	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	10.00
37237	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	10.00
37238	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	72.12
37239	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	53.08
37240	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	113.00
37241	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	48.08
37242	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	100.75
37243	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	186.50
37244	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	51.75
37245	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	10.00
37246	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	701.00
37247	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	15.00
37248	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	51.75

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
10-50-58-00830	WATER				
37250	VILLWAT VILLAGE OF OAK PARK-WATER WA		508481	01/14/2020	15.00
					<u>2,622.76</u>
					FUND 10 TOTAL 278,135.01
15 IMRF					
15-00-55-00515	IMRF EMPLOYER EXPENSE				
36573	IMRF ILL MUNICIPAL RETIREMENT FUND		25948	01/10/2020	-441.26 A
					<u>-441.26</u>
					FUND 15 TOTAL -441.26
16 LIABILITY					
16-00-52-00514	EMPLOYEE SCREENINGS				
36410	CONCENTRA CONCENTRA HEALTH SERVICES20191773		25934	01/10/2020	60.00 A
36825	OCCUPHEAL OCCUPATIONAL HEALTH CENTE20200016		26030	01/17/2020	116.50 A
36916	CONCENTRA CONCENTRA HEALTH SERVICES20200082		26107	01/31/2020	490.00 A
36963	OCCUPHEAL OCCUPATIONAL HEALTH CENTE20200081		26143	01/31/2020	188.50
36964	OCCUPHEAL OCCUPATIONAL HEALTH CENTE20200110		26143	01/31/2020	110.50
37047	PROTECT PROTECT YOUTH SPORTS PRIORITY		508446	01/14/2020	92.10
					<u>1,057.60</u>
16-00-53-00350	RISK CARE MANAGEMENT				
36779	ALICE ALICE TRAINING INSTITUTE, LLC	20200008	25987	01/17/2020	3,332.00
36786	AT&TAED AT&T MOBILITY	20190096	25992	01/17/2020	313.20 A
36910	AT&TAED AT&T MOBILITY	20190096	26101	01/31/2020	318.20
37071	AMAZ AMAZON.COM		508365	01/14/2020	146.64
37091	CVS CVS PHARMACY		508384	01/14/2020	29.96
37211	WORLD WORLDPOINT ECC, INC.		508487	01/14/2020	71.15
					<u>4,211.15</u>
16-00-56-00605	CONFERENCE AND TRAINING				
36608	TUMPANE KELSEY OENNING		25971	01/10/2020	21.23 A
37120	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	170.00
					<u>191.23</u>
16-00-56-00660	UNEMPLOYMENT EXPENSE				
36882	ILLDEPT ILLINOIS DEPT OF EMPLOYMENT SE20200053		26080	01/24/2020	2,981.30 A
					<u>2,981.30</u>
					FUND 16 TOTAL 8,441.28
20 RECREATION					
20-00-21-20135	REFUNDS DUE				
36843	CONCEP JOSEPH CONCEPCION		25996	01/17/2020	278.00
36844	RICHMOND JESSICA RICHMOND		26036	01/17/2020	10.00
36845	SCHINAZI BRIAN SCHINAZI		26037	01/17/2020	64.00
36846	SCHWARZL LAURA SCHWARZ		26039	01/17/2020	68.00
36847	VARNER JALISSA VARNER		26044	01/17/2020	100.00
36848	WISNIEWSK KARY WISNIEWSKI		26050	01/17/2020	37.00
36900	ADAMCZEW DORIS ADAMCZEWSKI		26052	01/24/2020	180.00
36901	GANDHI AMISH GANDHI		26075	01/24/2020	56.00
36902	OHANNES LARRY OHANNES		26083	01/24/2020	90.00
36903	PANOR SHEENA PANOR		26085	01/24/2020	43.00

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
					926.00
20-00-52-00260	PROPERTY REPAIR				
37195	TARGET TARGET STORES, INC		508469	01/14/2020	34.99
					34.99
20-00-53-00399	SUPPLIES - OTHER				
37093	DOLL DOLLARTREE		508387	01/14/2020	32.00
37113	HOBBS HOBBY LOBBY		508404	01/14/2020	8.47
37195	TARGET TARGET STORES, INC		508469	01/14/2020	19.21
37199	EGGHARBOR EGGHARBOR CAFE		508389	01/14/2020	54.44
					114.12
20-00-56-00605	CONFERENCE AND TRAINING				
36934	FLORESP PEDRO FLORES		26117	01/31/2020	70.00
37119	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	325.00
					395.00
20-00-56-00610	DUES AND SUBSCRIPTIONS				
36784	AMBROSE MICHAEL AMBROSE	20191784	25990	01/17/2020	2,340.00 A
37121	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	170.00
37127	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	264.00
37128	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	300.00
37153	NRPA NATIONAL RECREATION & PARK ASSOC		508434	01/14/2020	65.00
					3,139.00
20-00-56-00615	EMPLOYEE TRAVEL REIMBURSEMENT				
36806	GROOMS BARBARA GROOMS		26016	01/17/2020	29.29 A
36806	GROOMS BARBARA GROOMS		26016	01/17/2020	3.48 A
36807	HARTZOG CATRINNIA HARTZOG		26017	01/17/2020	14.56 A
36813	LANDAU AILEEN LANDAU		26023	01/17/2020	60.26 A
36814	LILLY JOSEPH LILLY		26024	01/17/2020	33.29 A
36890	SEKULICH SCOTT SEKULICH		26090	01/24/2020	7.54 A
					148.42
20-00-58-00820	TELECOMMUNICATIONS				
36793	CALLONE CALLONE	20190077	25994	01/17/2020	6,406.93 A
					6,406.93
20-05-52-00209	Copying and Printing - External				
36913	CLYDE CLYDE PRINTING COMPANY	20200087	26104	01/31/2020	567.00
36914	CLYDE CLYDE PRINTING COMPANY	20200087	26104	01/31/2020	2,085.00
					2,652.00
20-05-52-00221	Brochure				
37201	UBERFLIP UBERFLIP		508473	01/14/2020	19.95
37201	UBERFLIP UBERFLIP		508473	01/14/2020	10.00
					29.95
20-05-56-00222	Marketing				
36861	BECKER BECKER ARENA PRODUCTS, INC.	20200071	26056	01/24/2020	758.85 A
37046	PARKING PARKING		508439	01/14/2020	3.00
37079	CAPSULE CAPSULCRM.COM ZESTIA		508375	01/14/2020	18.00
37099	FACEBOOK FACEBOOK		508391	01/14/2020	645.11
37099	FACEBOOK FACEBOOK		508391	01/14/2020	0.66
37133	JIMMYJ JIMMY JOHNS		508414	01/14/2020	104.84
37162	OAKPKARTS OAK PARK ARTS DISTRICT BUSI		508435	01/14/2020	100.00

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
20-05-56-00222	Marketing				
37185	SIGNEXP SIGN EXPRESS		508459	01/14/2020	180.00
37204	USPS USPS-POSTMASTER		508476	01/14/2020	933.69
37252	VILLFIN VILLAGE OF OAK PARK FINANCE		508478	01/14/2020	5.00
					<u>2,749.15</u>
20-05-56-00610	Dues and Subscriptions				
37129	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	264.00
					<u>264.00</u>
20-25-52-13050	FITNESS EXERCISE				
37139	LESMILLS LES MILLS UNITED STATES TRADI		508421	01/14/2020	209.00
					<u>209.00</u>
20-25-52-13170	MARTIAL ARTS PROGRAMS				
36607	TAEKWOND KH KIM TAEKWONDO	20191770	25982	01/10/2020	54.00 A
36616	ILLSHOTO ILLINOIS SHOTOKAN KARATE INC	20191789	25947	01/10/2020	16,862.00 A
36862	CHEN MARY SUSAN CHEN	20200072	26058	01/24/2020	258.94 A
					<u>17,174.94</u>
20-25-53-13050	FITNESS EXERCISE				
36577	M&MSPORTS M&M SPORTS SCENE INC.	20191781	25952	01/10/2020	264.00 A
37071	AMAZ AMAZON.COM		508365	01/14/2020	128.20
37071	AMAZ AMAZON.COM		508365	01/14/2020	-128.20
37071	AMAZ AMAZON.COM		508365	01/14/2020	41.42
					<u>305.42</u>
20-26-52-13750	YOUTH SPORTS LEAGUES				
36884	PANEK BRIAN W. PANEK	20200060	26084	01/24/2020	3,042.00 A
					<u>3,042.00</u>
20-26-52-13870	YOUTH SPORTS CLINICS				
36611	WINDYNIN WINDY CITY NINJAS-ELMHURST I	20191743	25985	01/10/2020	1,200.00 A
					<u>1,200.00</u>
20-26-53-13750	YOUTH SPORTS LEAGUES				
36788	BSNSPORT BSN SPORT INC	20191788	25993	01/17/2020	76.90 A
36789	BSNSPORT BSN SPORT INC	20191788	25993	01/17/2020	473.80 A
36790	BSNSPORT BSN SPORT INC	20191788	25993	01/17/2020	999.70 A
36791	BSNSPORT BSN SPORT INC	20191788	25993	01/17/2020	16.48 A
36792	BSNSPORT BSN SPORT INC	20191740	25993	01/17/2020	489.99 A
36821	M&MSPORTS M&M SPORTS SCENE INC.	20200024	26025	01/17/2020	240.00 A
36860	AMERSOCC AMERICAN SOCCER COMPANY I	20200061	26055	01/24/2020	654.03
					<u>2,950.90</u>
20-27-52-13585	ADULT SPORTS PROGRAMS				
36611	WINDYNIN WINDY CITY NINJAS-ELMHURST I	20191743	25985	01/10/2020	360.00 A
					<u>360.00</u>
20-27-52-13670	ADULT VOLLEYBALL LEAGUES				
36627	KASAKJR ARTHUR E. KASAK JR.	20200007	25950	01/10/2020	147.00 A
36968	RICCHIO ANDREW RICCHIO	20200107	26149	01/31/2020	147.00
					<u>294.00</u>
20-29-52-13290	TEEN CAMPS				
36686	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36737	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	191.90 A

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
20-29-52-13290 TEEN CAMPS					
36738	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	276.64 A
36739	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36740	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	206.25 A
36741	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	485.55 A
36742	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36743	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36744	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	195.00 A
36745	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36746	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	114.00 A
36747	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	228.00 A
36748	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	114.00 A
36749	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	114.00 A
36750	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	158.46 A
36751	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	114.00 A
36753	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	114.00 A
36754	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	114.00 A
36762	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	114.00 A
36774	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	163.40 A
36775	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	164.54 A
36776	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	114.00 A
					<u>3,551.74</u>
20-29-53-13270 TEEN TRIPS					
37083	LAK LAKE THEATRE (CLASSIC CINEMAS)		508417	01/14/2020	24.00
37167	POTB POTBELLYS		508445	01/14/2020	32.38
37200	WHIRLEY WHIRLEYBALL.COM		508485	01/14/2020	53.96
37200	WHIRLEY WHIRLEYBALL.COM		508485	01/14/2020	75.04
37251	VILLFIN VILLAGE OF OAK PARK FINANCE		508478	01/14/2020	5.00
					<u>190.38</u>
20-51-52-00209 COPYING AND PRINTING- EXTERNAL					
36626	ABCBUS ABC PRINTING COMPANY	20200006	25921	01/10/2020	353.40 A
					<u>353.40</u>
20-51-53-00300 OFFICE EXPENSE					
37091	CVS CVS PHARMACY		508384	01/14/2020	10.99
					<u>10.99</u>
20-51-56-00600 EMPLOYEE RECOGNITION					
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	51.05
					<u>51.05</u>
20-51-56-00605 CONFERENCE AND TRAINING					
37118	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	85.00
					<u>85.00</u>
20-61-52-12000 FRANK LLOYD WRIGHT RACE					
36597	RUNNING RUNNING AWAY ENTERPRISES, LLC(20191782		25977	01/10/2020	13,221.50 A
					<u>13,221.50</u>
20-61-52-12020 FAMILY EVENTS					
36891	SHIELDS DAVID SHIELDS	20200069	26091	01/24/2020	150.00
36893	TWOMAY TWOMAYTOZ, INC.	20200070	26093	01/24/2020	637.50
					<u>787.50</u>

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
20-61-52-12030	COMMUNITY DAY CAMPS				
36687	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36688	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36689	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	174.04 A
36690	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36691	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	190.00 A
36692	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36693	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36694	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36695	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36696	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36697	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	199.50 A
36698	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	183.54 A
36699	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	129.96 A
36700	FIRSTSTUD FIRST STUDENT, INC	20191708	26003	01/17/2020	114.00 A
36702	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	114.00 A
36705	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	114.00 A
36706	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	114.00 A
36707	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	193.04 A
36708	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	114.00 A
36709	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	183.54 A
36710	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	174.04 A
36711	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	114.00 A
36712	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	114.00 A
36713	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	170.24 A
36715	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36716	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	161.50 A
36717	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36718	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36719	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36720	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36721	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36722	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36723	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	215.46 A
36724	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	145.54 A
36725	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36726	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	114.00 A
36727	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	190.00 A
36728	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	206.34 A
36729	FIRSTSTUD FIRST STUDENT, INC	20191708	26007	01/17/2020	178.60 A
36730	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	196.46 A
36731	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36732	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36734	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36735	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36736	FIRSTSTUD FIRST STUDENT, INC	20191708	26009	01/17/2020	114.00 A
36777	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	114.00 A
36929	FIRSTSTUD FIRST STUDENT, INC	20200084	26114	01/31/2020	250.00 A
37082	CHICCHIL CHICAGO CHILDRENS MUSEUM		508378	01/14/2020	328.00

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
20-61-52-12030 COMMUNITY DAY CAMPS					
37108	GOBANANA GO BANANAS LLC		508400	01/14/2020	585.99
37151	MUS MUSEUM OF SCIENCE AND INDUSTRY		508431	01/14/2020	566.00
37172	SAFARI SAFARI LAND		508450	01/14/2020	418.00
37172	SAFARI SAFARI LAND		508450	01/14/2020	22.00
37188	SKYZONE SKY ZONE		508462	01/14/2020	85.00
					8,566.79
20-61-52-12040 AFTERSCHOOL PROGRAMS					
36930	FIRSTSTUD FIRST STUDENT, INC	20200108	26114	01/31/2020	1,827.50 A
36931	FIRSTSTUD FIRST STUDENT, INC	20200108	26114	01/31/2020	1,720.00 A
36962	OAKPKTWN OAK PARK-RIVER FOREST TOWN	20200085	26142	01/31/2020	1,000.00 A
					4,547.50
20-61-52-12050 ACTIVE ADULTS PROGRAMS					
37095	MUS MUSEUM OF SCIENCE AND INDUSTRY		508431	01/14/2020	18.00
37152	MUS MUSEUM OF SCIENCE AND INDUSTRY		508431	01/14/2020	79.80
37152	MUS MUSEUM OF SCIENCE AND INDUSTRY		508431	01/14/2020	199.50
37159	PARKING PARKING		508439	01/14/2020	13.00
					310.30
20-61-52-12340 SPECIAL INTEREST PROGRAMS					
36403	AFTER FAMBRO MANAGEMENT LLC	20191774	25924	01/10/2020	352.00 A
					352.00
20-61-52-12350 NATURE AND ADVENTURE PROGRAMS					
36615	HARMON BRENT A. HARMON	20191785	25943	01/10/2020	682.50 A
36937	HARMON BRENT A. HARMON	20200106	26120	01/31/2020	1,715.00
					2,397.50
20-61-52-12360 NATURE AND ADVENTURE CAMPS					
36613	ATCHLEY ELIZABETH ATCHLEY		25930	01/10/2020	227.82
36701	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	201.40 A
36703	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	411.45 A
36704	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	416.00 A
36714	FIRSTSTUD FIRST STUDENT, INC	20191708	26005	01/17/2020	228.00 A
36755	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	180.50 A
36756	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	224.96 A
36757	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	209.76 A
36758	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	378.30 A
36759	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	139.46 A
36760	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	228.00 A
36761	FIRSTSTUD FIRST STUDENT, INC	20191708	26011	01/17/2020	182.40 A
36763	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	193.04 A
36764	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	253.50 A
36766	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	399.75 A
36767	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	228.00 A
36768	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	207.10 A
36769	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	177.46 A
36770	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	207.10 A
36771	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	265.65 A
36772	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	228.00 A
36773	FIRSTSTUD FIRST STUDENT, INC	20191708	26013	01/17/2020	177.84 A

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
					5,365.49
20-61-53-12020 FAMILY EVENTS					
37064	AMATOS AMATO'S PIZZA		508363	01/14/2020	208.47
37092	DOLL DOLLARTREE		508387	01/14/2020	12.00
37107	GORDON GORDON FOOD SERVICES		508401	01/14/2020	157.48
37107	GORDON GORDON FOOD SERVICES		508401	01/14/2020	82.30
37107	GORDON GORDON FOOD SERVICES		508401	01/14/2020	115.39
37146	MICH MICHAELS STORE		508428	01/14/2020	182.66
37160	PARCI PARTY CITY		508440	01/14/2020	70.95
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	73.89
37165	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	67.03
37165	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	11.60
37165	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	128.80
					1,110.57
20-61-53-12030 COMMUNITY DAY CAMPS					
37144	LEGO LEGOLAND DISCOVERY CTR		508420	01/14/2020	569.50
37209	WINDYNIN WINDY CITY NINJAS-ELMHURST I		508486	01/14/2020	16.20
37209	WINDYNIN WINDY CITY NINJAS-ELMHURST I		508486	01/14/2020	660.00
37209	WINDYNIN WINDY CITY NINJAS-ELMHURST I		508486	01/14/2020	150.00
					1,395.70
20-61-53-12040 AFTERSCHOOL PROGRAMS					
36822	M&MSPORTS M&M SPORTS SCENE INC.	20191727	26025	01/17/2020	248.75
37080	CARNIVAL CARNIVAL GROCERY		508376	01/14/2020	4.58
37088	COSTCO COSTCO		508382	01/14/2020	1,401.55
37092	DOLL DOLLARTREE		508387	01/14/2020	19.00
37092	DOLL DOLLARTREE		508387	01/14/2020	22.00
37092	DOLL DOLLARTREE		508387	01/14/2020	8.00
37093	DOLL DOLLARTREE		508387	01/14/2020	9.00
37093	DOLL DOLLARTREE		508387	01/14/2020	35.40
37093	DOLL DOLLARTREE		508387	01/14/2020	4.00
37101	FIVE FIVE BELOW		508393	01/14/2020	57.00
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	11.65
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	79.33
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	29.96
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	80.28
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	25.47
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	22.08
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	43.96
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	44.95
37146	MICH MICHAELS STORE		508428	01/14/2020	43.00
37146	MICH MICHAELS STORE		508428	01/14/2020	50.40
37146	MICH MICHAELS STORE		508428	01/14/2020	13.19
37146	MICH MICHAELS STORE		508428	01/14/2020	49.93
37146	MICH MICHAELS STORE		508428	01/14/2020	40.98
37146	MICH MICHAELS STORE		508428	01/14/2020	192.26
37146	MICH MICHAELS STORE		508428	01/14/2020	68.91
37146	MICH MICHAELS STORE		508428	01/14/2020	36.32
37146	MICH MICHAELS STORE		508428	01/14/2020	27.23

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
20-61-53-12040 AFTERSCHOOL PROGRAMS					
37154	NAYAX NAYAX COPY SERVICES		508432	01/14/2020	5.10
37160	PARCI PARTY CITY		508440	01/14/2020	32.36
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	5.98
37165	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	7.09
37165	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	16.14
37165	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	20.42
37165	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	73.02
37174	SALER SALERNO'S PIZZA		508452	01/14/2020	62.90
37174	SALER SALERNO'S PIZZA		508452	01/14/2020	32.95
37174	SALER SALERNO'S PIZZA		508452	01/14/2020	43.95
37174	SALER SALERNO'S PIZZA		508452	01/14/2020	72.90
37179	SCHOLAST SCHOLASTIC BOOK CLUB		508455	01/14/2020	35.18
37195	TARGET TARGET STORES, INC		508469	01/14/2020	3.30
37195	TARGET TARGET STORES, INC		508469	01/14/2020	90.01
37195	TARGET TARGET STORES, INC		508469	01/14/2020	41.75
37195	TARGET TARGET STORES, INC		508469	01/14/2020	40.24
37195	TARGET TARGET STORES, INC		508469	01/14/2020	7.67
37195	TARGET TARGET STORES, INC		508469	01/14/2020	6.58
37195	TARGET TARGET STORES, INC		508469	01/14/2020	11.24
37195	TARGET TARGET STORES, INC		508469	01/14/2020	28.66
37195	TARGET TARGET STORES, INC		508469	01/14/2020	48.77
37195	TARGET TARGET STORES, INC		508469	01/14/2020	17.96
37195	TARGET TARGET STORES, INC		508469	01/14/2020	16.77
37206	WALG WALGREENS CO.		508482	01/14/2020	8.99
37206	WALG WALGREENS CO.		508482	01/14/2020	1.63
37206	WALG WALGREENS CO.		508482	01/14/2020	24.53
37210	WALMART WALMART STORES, INC.		508483	01/14/2020	124.78
					<u>3,550.05</u>
20-61-53-12050 ACTIVE ADULTS PROGRAMS					
37071	AMAZ AMAZON.COM		508365	01/14/2020	112.75
37107	GORDON GORDON FOOD SERVICES		508401	01/14/2020	70.91
37142	MARSHALL MARSHALL'S		508425	01/14/2020	87.86
					<u>271.52</u>
20-61-53-12340 SPECIAL INTEREST PROGRAMS					
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	30.56
					<u>30.56</u>
20-61-53-12350 NATURE AND ADVENTURE PROGRAMS					
37066	AMAZ AMAZON.COM		508365	01/14/2020	97.47
37093	DOLL DOLLARTREE		508387	01/14/2020	3.00
					<u>100.47</u>
20-62-52-12390 SCAW WORKSHOP					
36566	DUKES DAKOTA DUKES		25938	01/10/2020	480.00 A
					<u>480.00</u>
20-62-53-12390 SCAW WORKSHOP					
36831	SCHREINER OLIVIA SCHREINER		26038	01/17/2020	19.23
36938	LEANG AIMEE LEANG		26121	01/31/2020	36.93 A
37170	RIOGRAND RIO GRANDE INC.		508448	01/14/2020	76.58

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
20-62-53-12390	SCAW WORKSHOP				
37210	WALMART WALMART STORES, INC.		508483	01/14/2020	75.29
					<u>208.03</u>
20-62-53-12450	CERAMICS				
37081	CERAM CERAMIC SUPPLY CHICAGO		508377	01/14/2020	721.80
37212	JEWELS JEWEL - OSCO		508413	01/14/2020	25.00
					<u>746.80</u>
20-62-53-12610	DANCE PROGRAMS				
36577	M&MSPORTS M&M SPORTS SCENE INC.	20191781	25952	01/10/2020	113.00 A
37071	AMAZ AMAZON.COM		508365	01/14/2020	15.30
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	48.95
37160	PARCI PARTY CITY		508440	01/14/2020	129.90
					<u>307.15</u>
20-62-53-12620	CIRCUS ARTS				
36577	M&MSPORTS M&M SPORTS SCENE INC.	20191781	25952	01/10/2020	81.00 A
37100	FIRETOYS FIRETOYS INC		508392	01/14/2020	305.00
					<u>386.00</u>
20-63-49-12740	EARLY CHILDHOOD CLASSES				
36892	STAUFF HELOISE D'URBAL STAUFF	20191738	26092	01/24/2020	153.00 A
					<u>153.00</u>
20-63-52-12700	PRESCHOOL				
36883	MARTINEZA ARLENE MARTINEZ		26081	01/24/2020	8.00
					<u>8.00</u>
20-63-53-12700	PRESCHOOL				
37046	PARKING PARKING		508439	01/14/2020	3.00
37046	PARKING PARKING		508439	01/14/2020	2.00
37088	COSTCO COSTCO		508382	01/14/2020	386.22
37088	COSTCO COSTCO		508382	01/14/2020	228.31
37092	DOLL DOLLARTREE		508387	01/14/2020	11.00
37092	DOLL DOLLARTREE		508387	01/14/2020	9.00
37092	DOLL DOLLARTREE		508387	01/14/2020	9.90
37092	DOLL DOLLARTREE		508387	01/14/2020	-9.90
37093	DOLL DOLLARTREE		508387	01/14/2020	36.00
37093	DOLL DOLLARTREE		508387	01/14/2020	18.70
37093	DOLL DOLLARTREE		508387	01/14/2020	31.00
37093	DOLL DOLLARTREE		508387	01/14/2020	14.00
37132	JEWELS JEWEL - OSCO		508413	01/14/2020	3.06
37158	OTCBRANDS OTC BRANDS INC		508438	01/14/2020	12.18
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	2.99
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	5.28
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	21.03
37165	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	6.19
37180	SCHOLASTI SCHOLASTIC INC.		508454	01/14/2020	29.00
37180	SCHOLASTI SCHOLASTIC INC.		508454	01/14/2020	1.64
37198	TRADER TRADER JOES		508472	01/14/2020	31.70
37210	WALMART WALMART STORES, INC.		508483	01/14/2020	12.09
37210	WALMART WALMART STORES, INC.		508483	01/14/2020	21.72
					<u>886.11</u>

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
20-63-53-12720 PLAYSCHOOL					
37061	ALDI ALDI STORE		508361	01/14/2020	22.15
37061	ALDI ALDI STORE		508361	01/14/2020	32.71
37088	COSTCO COSTCO		508382	01/14/2020	102.49
37088	COSTCO COSTCO		508382	01/14/2020	29.57
37092	DOLL DOLLARTREE		508387	01/14/2020	26.00
37158	OTCBRANDS OTC BRANDS INC		508438	01/14/2020	9.01
37195	TARGET TARGET STORES, INC		508469	01/14/2020	17.43
37197	TONYSFINE TONYS FINER FOODS		508471	01/14/2020	58.68
37210	WALMART WALMART STORES, INC.		508483	01/14/2020	9.31
					<u>307.35</u>
20-63-53-12740 EARLY CHILDHOOD CLASSES					
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	6.12
37146	MICH MICHAELS STORE		508428	01/14/2020	3.29
37146	MICH MICHAELS STORE		508428	01/14/2020	18.84
37195	TARGET TARGET STORES, INC		508469	01/14/2020	75.78
					<u>104.03</u>
20-63-53-12840 INDOOR PLAYGROUND					
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	8.98
37158	OTCBRANDS OTC BRANDS INC		508438	01/14/2020	48.16
37174	SALER SALERNO'S PIZZA		508452	01/14/2020	41.18
37207	WALMART WALMART STORES, INC.		508483	01/14/2020	3.94
					<u>102.26</u>
					<u>92,334.56</u>
					FUND 20 TOTAL
21 MUSEUM					
21-00-52-00260 PROPERTY REPAIR					
37057	ALADDEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	127.86
					<u>127.86</u>
21-00-58-00800 ELECTRICITY					
36863	COMED COMED	20190328	26059	01/24/2020	349.40 A
					<u>349.40</u>
21-00-58-00810 NATURAL GAS					
36585	NICOR NICOR GAS	20190237	25965	01/10/2020	926.44 A
36951	NICOR NICOR GAS	20190237	26135	01/31/2020	1,067.20 A
					<u>1,993.64</u>
21-00-58-00830 WATER					
37217	VILLWAT VILLAGE OF OAK PARK-WATER WAI		508481	01/14/2020	39.50
					<u>39.50</u>
21-00-58-00840 PH SECURITY MONITORING					
36605	SMG SMG SECURITY SYSTEMS, INC.	20191754	25981	01/10/2020	92.70 A
					<u>92.70</u>
					<u>2,603.10</u>
					FUND 21 TOTAL
22 SPECIAL RECREATION					
22-00-52-00298 SPECIAL REC CONTRIBUTION					
36896	WESTSUB WEST SUBURBAN SPECIAL RECRE.20200083		26095	01/24/2020	20,466.25 A
36897	WESTSUB WEST SUBURBAN SPECIAL RECRE.20200083		26095	01/24/2020	114,242.94

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
					134,709.19
FUND 22 TOTAL					134,709.19
25 SPECIAL FACILITIES					
25-00-58-00820 TELECOMMUNICATIONS					
37085	COMCAST		508380	01/14/2020	111.85
37087	COMCAST		508380	01/14/2020	111.85
					223.70
25-20-52-11960 YOUTH HOCKEY					
36404	AHAOFF AHAI OFFICIATING COMMITTEE	20191772	25925	01/10/2020	1,184.00
36612	AHAOFF AHAI OFFICIATING COMMITTEE	20191780	25925	01/10/2020	320.00
36906	AHAOFF AHAI OFFICIATING COMMITTEE	20200086	26097	01/31/2020	1,170.00
37062	AHAIREG AHAI REGISTRAR		508358	01/14/2020	50.00
37063	AHAIREG AHAI REGISTRAR		508358	01/14/2020	58.00
					2,782.00
25-20-52-11980 RINK SPECIAL EVENTS					
36409	AUTOMATE AUTOMATED LIGHTING DESIGN,	20191763	25931	01/10/2020	200.00 A
					200.00
25-20-53-00320 MISCELLANEOUS SUPPLIES					
37065	AMAZ AMAZON.COM		508365	01/14/2020	34.15
37071	AMAZ AMAZON.COM		508365	01/14/2020	9.76
					43.91
25-20-53-11930 ICE RINK BIRTHDAY PARTIES					
37090	CUZZOS CUZZOS PIZZA		508383	01/14/2020	91.00
					91.00
25-20-53-11950 LEARN TO SKATE					
36621	RON'S RON'S SKATE SHOP INC.	20191790	25976	01/10/2020	700.00 A
36622	RON'S RON'S SKATE SHOP INC.	20191790	25976	01/10/2020	575.00 A
36623	RON'S RON'S SKATE SHOP INC.	20191790	25976	01/10/2020	1,100.00 A
36624	RON'S RON'S SKATE SHOP INC.	20191790	25976	01/10/2020	1,195.00 A
					3,570.00
25-20-53-11960 YOUTH HOCKEY					
36823	M&MSPORTS M&M SPORTS SCENE INC.	20191787	26025	01/17/2020	1,043.00 A
36827	OGP OGP ENTERPRISES, INC.	20191779	26032	01/17/2020	410.80 A
37045	4IMPRINT 4IMPRINT INC.		508356	01/14/2020	771.53
37078	BOATHOUSE BOATHOUSE SPORTS		508374	01/14/2020	22.95
37176	SALER SALERNO'S PIZZA		508452	01/14/2020	1,050.35
					3,298.63
25-20-53-11970 ADULT HOCKEY					
37078	BOATHOUSE BOATHOUSE SPORTS		508374	01/14/2020	2,786.70
					2,786.70
25-20-53-11980 RINK SPECIAL EVENTS					
37131	JEWELS JEWEL - OSCO		508413	01/14/2020	9.98
37175	SALER SALERNO'S PIZZA		508452	01/14/2020	220.65
37202	USFA US FIGURE SKATING ASSN		508475	01/14/2020	120.00
					350.63
25-20-53-11990 RINK CAMP					
37146	MICH MICHAELS STORE		508428	01/14/2020	94.39

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
25-20-53-11990	RINK CAMP				
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	4.76
					<u>99.15</u>
25-20-56-00600	EMPLOYEE RECOGNITION				
37092	DOLL DOLLARTREE		508387	01/14/2020	11.00
37092	DOLL DOLLARTREE		508387	01/14/2020	6.00
37141	MARIANOS MARIANO'S FRESH MARKET		508424	01/14/2020	50.98
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	27.88
					<u>95.86</u>
25-24-53-00301	UNIFORMS				
37089	M&MSPORTS M&M SPORTS SCENE INC.		508422	01/14/2020	602.00
					<u>602.00</u>
25-24-53-00315	SUPPLIES- PRO SHOP				
37097	ELITE ELITE SPORTSWEAR, L.P.		508390	01/14/2020	260.50
					<u>260.50</u>
25-24-53-11250	PRESCHOOL GYMNASTICS CLASSES				
37066	AMAZ AMAZON.COM		508365	01/14/2020	194.95
					<u>194.95</u>
25-24-53-11270	TEAM GYMNASTICS				
37071	AMAZ AMAZON.COM		508365	01/14/2020	68.74
37124	DEKAN DEKAN ATHLETIC EQUIPMENT		508385	01/14/2020	265.00
					<u>333.74</u>
25-24-53-11360	GYMNASTICS CENTER PROGRAMS				
36618	NSGEL NSGEL INC.	20191759	25970	01/10/2020	7,050.00
36811	JOHNSOND DAVID JOHNSON	20200017	26021	01/17/2020	60.00
36832	TRITON TRITON COLLEGE	20200018	26041	01/17/2020	5,036.04
36912	BROWNM MALCOLM BROWN	20200091	26103	01/31/2020	350.70
36920	CROMWELL RICHARD A. CROMWELL	20200093	26109	01/31/2020	331.15
36935	GALDES JASON GAIDES	20200090	26118	01/31/2020	346.10
36936	GENTILE RANDY GENTILE	20200092	26119	01/31/2020	331.15
36939	MARDEN JAMES LAURENCE MARDEN	20200094	26122	01/31/2020	334.60
36966	PETERSJ JOSEPH ALEXANDER PETERS	20200095	26145	01/31/2020	497.90
37089	M&MSPORTS M&M SPORTS SCENE INC.		508422	01/14/2020	194.15
37090	CUZZOS CUZZOS PIZZA		508383	01/14/2020	142.00
					<u>14,673.79</u>
25-24-56-00050	BOOSTER CLUB EXPENSE				
36567	EDWARDSDE DEMARCO EDWARDS		25939	01/10/2020	57.54 A
36604	SEKKI SARAH SEKKI		25980	01/10/2020	44.54 A
36794	CHMIEL TANYA CHMIELEWSKI		25995	01/17/2020	144.30 A
36800	DISCH DARIA DISCH		25999	01/17/2020	69.83 A
36829	PEDERSEN ALEK PEDERSEN		26034	01/17/2020	30.62 A
36990	PREMGYMN PREMIER GYMNASTICS ACADEM	20200088	26147	01/31/2020	2,180.00
					<u>2,526.83</u>
25-24-56-00600	EMPLOYEE RECOGNITION				
37094	DUNKIN DUNKIN DONUTS		508388	01/14/2020	62.96
					<u>62.96</u>
25-24-56-00610	DUES AND SUBSCRIPTIONS				
37122	IPRA ILLINOIS PARKS & RECREATION ASSOCI		508408	01/14/2020	245.00

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
					245.00
25-24-56-00675	SALES TAX				
36810	ILLDEP ILLINOIS DEPT. OF REVENUE		26020	01/17/2020	108.00 A
					108.00
25-50-52-00261	PROPERTY REPAIR - POOL				
36943	METAL METALMASTER ROOFMASTER INC.	20200105	26124	01/31/2020	309.50
36971	SCHAEF SCHAEFGES BROTHERS, INC.	20200099	26151	01/31/2020	3,000.00 A
37125	THAT THATCHER OAKS, INC.		508470	01/14/2020	660.00
					3,969.50
25-50-52-00262	PROPERTY REPAIR - RINK				
36571	HOH H-O-H CHEMICALS, INC.	20191775	25944	01/10/2020	275.00 A
36943	METAL METALMASTER ROOFMASTER INC.	20200105	26124	01/31/2020	309.50
					584.50
25-50-52-00263	PROPERTY REPAIR - GRC				
36907	ALADDEC ALARM DETECTION SYSTEMS, INC.	20200096	26098	01/31/2020	223.50 A
36942	METAL METALMASTER ROOFMASTER INC.	20200104	26124	01/31/2020	495.00
					718.50
25-50-52-00267	FLEET SERVICE - RINK				
36969	R&R R&R SPECIALTIES OF WISCONSIN, INC.	20200101	26150	01/31/2020	45.30 A
36975	SPANNUTH SPANNUTH BOILER COMPANY	20200102	26154	01/31/2020	150.00
					195.30
25-50-52-00296	CONTRACTUAL SERVICES- OTHER - GRC				
37208	WASTE WASTE MANAGEMENT CO.		508484	01/14/2020	157.58
37208	WASTE WASTE MANAGEMENT CO.		508484	01/14/2020	88.79
					246.37
25-50-52-00301	CONTRACTUAL SERVICES- OTHER - RINK				
36402	AEREX AEREX PEST CONTROL INC.	20191551	25922	01/10/2020	103.00 A
36778	AEREX AEREX PEST CONTROL INC.	20191551	25986	01/17/2020	103.00 A
36905	AEREX AEREX PEST CONTROL INC.	20200035	26096	01/31/2020	103.00
37054	ALADDEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	562.05
37149	MOOD MOOD MEDIA NO AMERICA HOLDING		508430	01/14/2020	26.95
					898.00
25-50-52-00302	CUSTODIAL SERVICE - GRC				
36795	CRYSTAL CRYSTAL MGMT & MAINTENANCE	20200029	25997	01/17/2020	2,495.00
					2,495.00
25-50-52-00412	RINK EQUIPMENT-MAINTENANCE				
36601	SEAWAY SEAWAY SUPPLY COMPANY	20191776	25979	01/10/2020	78.00 A
37190	SOURCE SOURCE NORTH AMERICA CORPORA		508464	01/14/2020	59.16
					137.16
25-50-52-00843	ALARM SERVICES - GRC				
37055	ALADDEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	314.40
					314.40
25-50-53-00301	UNIFORMS				
37145	MENARDS MENARD'S		508427	01/14/2020	45.92
					45.92
25-50-53-00315	SUPPLIES - CLEANING&HOUSEHOLD - RIN				
36603	SEAWAY SEAWAY SUPPLY COMPANY	20191777	25979	01/10/2020	192.16 A

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
25-50-53-00315	SUPPLIES - CLEANING&HOUSEHOLD - RIN				
36972	SEAWAY SEAWAY SUPPLY COMPANY	20200097	26152	01/31/2020	62.49 A
37088	COSTCO COSTCO		508382	01/14/2020	178.18
37145	MENARDS MENARD'S		508427	01/14/2020	9.98
					<u>442.81</u>
25-50-53-00316	SUPPLIES - BUILDING MATERIALS - RIN				
36602	SEAWAY SEAWAY SUPPLY COMPANY	20191778	25979	01/10/2020	261.50 A
36919	CORPOR CORPORATE CONCEPTS INC	20191610	26108	01/31/2020	401.07 A
36965	OLEARYS O'LEARY'S CONTRACTORS EQUIPM	20200098	26144	01/31/2020	550.00 A
36978	ULINE ULINE INC	20200100	26156	01/31/2020	305.96 A
37143	MCMASTER MCMASTER-CARR SUPPLY CO.		508426	01/14/2020	89.59
37145	MENARDS MENARD'S		508427	01/14/2020	81.89
37145	MENARDS MENARD'S		508427	01/14/2020	28.86
37178	SCHAU SCHAUER'S HARDWARE		508453	01/14/2020	5.39
					<u>1,724.26</u>
25-50-53-00318	SUPPLIES- BUILDING MATERIALS - GRC				
37074	ARROW ARROW LOCKSMITH SERVICE		508370	01/14/2020	120.00
					<u>120.00</u>
25-50-53-00335	FUELS AND LUBRICANTS				
36802	FERRELL FERRELLGAS	20191786	26001	01/17/2020	34.56 A
36926	FERRELL FERRELLGAS	20200103	26113	01/31/2020	12.00
36927	FERRELL FERRELLGAS	20200103	26113	01/31/2020	35.54 A
					<u>82.10</u>
25-50-53-00501	EQUIPMENT-OTHER - POOL				
36919	CORPOR CORPORATE CONCEPTS INC	20191610	26108	01/31/2020	401.07 A
					<u>401.07</u>
25-50-58-00801	REHM ELECTRICITY				
36866	COMED COMED	20190149	26066	01/24/2020	651.15 A
					<u>651.15</u>
25-50-58-00802	RIDGELAND ELECTRICITY				
36878	COMED DELI COMED DELIVERY SERVICES	20190148	26074	01/24/2020	3,555.51 A
36887	REALGY REALGY LLC	20190150	26087	01/24/2020	8,636.39 A
					<u>12,191.90</u>
25-50-58-00803	GYMNASTICS ELECTRICITY				
36865	COMED COMED	20190233	26065	01/24/2020	1,393.96 A
					<u>1,393.96</u>
25-50-58-00811	REHM NATURAL GAS				
36593	NICOTRAN NICOR GAS TRANSPORTATION BII	20190215	25968	01/10/2020	380.32 A
36918	CNE CONSTELLATION NEWENERGY - GAS DI	20190231	26105	01/31/2020	2.95 A
36960	NICOTRAN NICOR GAS TRANSPORTATION BII	20190215	26140	01/31/2020	317.81 A
					<u>701.08</u>
25-50-58-00812	RIDGELAND NATURAL GAS				
36586	NICOR NICOR GAS	20190236	25966	01/10/2020	1,980.15 A
36952	NICOR NICOR GAS	20190236	26136	01/31/2020	1,908.05 A
					<u>3,888.20</u>
25-50-58-00813	GYMNASTICS NATURAL GAS				
36584	NICOR NICOR GAS	20190238	25964	01/10/2020	623.81 A

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
25-50-58-00813	GYMNASTICS NATURAL GAS				
36950	NICOR NICOR GAS	20190238	26135	01/31/2020	652.47 A
					<u>1,276.28</u>
25-50-58-00831	REHM WATER				
37219	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	64.00
37232	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	64.00
					<u>128.00</u>
25-50-58-00832	RIDGELAND WATER				
37249	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	1,318.50
					<u>1,318.50</u>
25-50-58-00833	GYMNASTICS WATER				
37233	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	149.75
					<u>149.75</u>
25-57-53-00317	CONCESSION SUPPLIES				
37106	GORDON GORDON FOOD SERVICES		508401	01/14/2020	61.85
37106	GORDON GORDON FOOD SERVICES		508401	01/14/2020	112.23
37106	GORDON GORDON FOOD SERVICES		508401	01/14/2020	46.51
37106	GORDON GORDON FOOD SERVICES		508401	01/14/2020	22.21
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	16.47
					<u>259.27</u>
25-57-56-00675	SALES TAX				
36810	ILLDEP ILLINOIS DEPT. OF REVENUE		26020	01/17/2020	104.00 A
					<u>104.00</u>
					<u>66,986.33</u>
FUND 25 TOTAL					
50 INSURANCE FUND					
50-00-21-20112	LIFE INSURANCE 125 K				
36620	PDRMA PDRMA		25974	01/10/2020	915.05 A
					<u>915.05</u>
50-00-55-00550	HEALTH INSURANCE - PPO				
36620	PDRMA PDRMA		25974	01/10/2020	2,039.79 A
36620	PDRMA PDRMA		25974	01/10/2020	43,002.06 A
					<u>45,041.85</u>
50-00-55-00551	HEALTH INSURANCE - HMO				
36620	PDRMA PDRMA		25974	01/10/2020	18,936.27 A
					<u>18,936.27</u>
50-00-55-00552	LIFE INSURANCE				
36620	PDRMA PDRMA		25974	01/10/2020	526.42 A
					<u>526.42</u>
50-00-55-00553	DENTAL INSURANCE				
36620	PDRMA PDRMA		25974	01/10/2020	3,143.56 A
					<u>3,143.56</u>
50-00-55-00554	EMPLOYEE ASSISTANCE PROGRAM				
36620	PDRMA PDRMA		25974	01/10/2020	184.80 A
					<u>184.80</u>
50-00-55-00557	VISION INSURANCE				
36620	PDRMA PDRMA		25974	01/10/2020	961.42 A

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
					961.42
50-00-56-00600	EMPLOYEE WELLNESS PROGRAM				
36413	DRUF CHAD DRUFKE		25937	01/10/2020	300.00 A
36570	GROOMS BARBARA GROOMS		25942	01/10/2020	149.94 A
36572	HUGHES PAMELA HUGHES		25945	01/10/2020	159.00 A
36574	JACKLIN ROBERT JACKLIN		25949	01/10/2020	290.50 A
36575	LAPKE JAMIE LAPKE		25951	01/10/2020	66.00 A
36801	EDWARDSDE DEMARCO EDWARDS		26000	01/17/2020	300.00 A
36803	GARCIAG GENEVIEVE GARCIA		26014	01/17/2020	300.00 A
36816	MARTINMEL MELISSA MARTINEZ		26027	01/17/2020	22.50 A
36826	OCHOA RAMON OCHOA		26031	01/17/2020	212.00 A
36828	OMI MARK OMI		26033	01/17/2020	280.00 A
					2,079.94
		FUND 50 TOTAL			71,789.31
70 CAPITAL PROJECTS					
70-00-72-00960	PROPERTY ACQUISITION				
36815	MAROUS MICHEL S MAROUS	20200003	26026	01/17/2020	2,000.00 A
					2,000.00
70-12-72-70200	BARRIE BUILDING IMPROVEMENTS				
36981	VISTEEN VISTEEN PLUMBING INC.	20200074	26157	01/31/2020	4,371.25 A
					4,371.25
70-12-72-70250	BARRIE PARK IMPROVEMENTS				
37208	WASTE WASTE MANAGEMENT CO.		508484	01/14/2020	600.00
					600.00
70-13-72-70150	CARROLL MASTER PLAN IMPROVEMENTS				
36407	ANDERSENJ JAMES ANDERSEN	20191764	25928	01/10/2020	130,996.12 A
36412	DILLEY TOM BASSETT-DILLEY ARCHITECT L1	20191760	25936	01/10/2020	6,390.00 A
36595	ORBIS ORBIS CONSTRUCTION COMPANY INC	20191761	25972	01/10/2020	131,330.70 A
36799	DILLEY TOM BASSETT-DILLEY ARCHITECT L1	20200021	25998	01/17/2020	3,712.50 A
36840	WEATHERG WEATHERGUARD ROOFING COM	20200028	26048	01/17/2020	58,437.00 A
36911	BELEC BELEC ELECTRICAL, INC.	20200077	26102	01/31/2020	67,500.00 A
36923	DILLEY TOM BASSETT-DILLEY ARCHITECT L1	20200067	26111	01/31/2020	76.36 A
36924	ECOACHIEV ECO ACHIEVERS LLC	20200062	26112	01/31/2020	4,332.00 A
36973	SERV SERVICE SANITATION INC.	20200064	26153	01/31/2020	50.00 A
36976	SYSTEMS SYSTEMS & CABLING SOLUTIONS,	20200075	26148	01/31/2020	8,700.00 A
36988	WALTER WALTER DANIELS CONSTRUCTION C	20200076	26158	01/31/2020	8,915.28 A
37136	LANCE LANCE CONSTRUCTION		508418	01/14/2020	105.00
37136	LANCE LANCE CONSTRUCTION		508418	01/14/2020	7,115.00
37136	LANCE LANCE CONSTRUCTION		508418	01/14/2020	1,842.00
37136	LANCE LANCE CONSTRUCTION		508418	01/14/2020	2,325.00
37136	LANCE LANCE CONSTRUCTION		508418	01/14/2020	441.00
37136	LANCE LANCE CONSTRUCTION		508418	01/14/2020	400.00
37182	SHERWIN SHERWIN-WILLIAMS CO.		508457	01/14/2020	203.93
					432,871.89
70-14-72-70150	FIELD MASTER PLAN IMPROVEMENTS				
36889	ROUGH ROUGH BROTHERS, INC.	20200059	26088	01/24/2020	19,244.00 A
					19,244.00

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
70-17-72-70250	STEVENSON PARK IMPROVEMENTS				
36908	ALTA ALTAMANU, INC.	20200066	26099	01/31/2020	492.82 A
36974	SERV SERVICE SANITATION INC.	20200064	26153	01/31/2020	75.00 A
					<u>567.82</u>
70-18-72-70200	PLEASANT HOME BUILDING IMPROVEMENTS				
36411	DETROIT DETROIT CORNICE AND SLATE COM	20191762	25935	01/10/2020	161,381.25 A
					<u>161,381.25</u>
70-20-72-70200	REHM BUILDING IMPROVEMENTS				
36895	VISTEEN VISTEEN PLUMBING INC.	20200079	26094	01/24/2020	6,398.50 A
					<u>6,398.50</u>
70-35-72-70150	CONSERVATORY MASTER PLAN IMPROVEMEN				
36596	PREMIERM PREMIER MECHANICAL INC	20191752	25975	01/10/2020	2,130.00 A
36961	NORTHLAWN THE NORTH LAWNDALE HIVE,	20200109	26141	01/31/2020	1,905.00 A
					<u>4,035.00</u>
					<u>631,469.71</u>
					FUND 70 TOTAL

85 CHENEY MANSION

85-00-52-00260	PROPERTY REPAIR				
36405	ALADEC ALARM DETECTION SYSTEMS, INC.	20191755	25926	01/10/2020	294.05 A
36824	OAKGLASS OAK PARK GLASS ALUMINUM ST	20200014	26029	01/17/2020	130.00 A
37056	ALADEC ALARM DETECTION SYSTEMS, INC.		508360	01/14/2020	370.05
					<u>794.10</u>
85-00-52-00275	CUSTODIAL SERVICES				
36833	UNIFIRST UNIFIRST CORPORATION	20190138	26043	01/17/2020	82.60 A
					<u>82.60</u>
85-00-52-00299	CONTRACTUAL SERVICES - OTHER				
37138	LANDS LANDS END BUSINESS		508419	01/14/2020	94.58
37193	SPOTIFY SPOTIFY		508467	01/14/2020	9.99
					<u>104.57</u>
85-00-53-00311	SUPPLIES- CLEANING & HOUSEHOLD				
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	20.56
					<u>20.56</u>
85-00-53-00313	SUPPLIES - BUILDING MATERIALS				
37093	DOLL DOLLARTREE		508387	01/14/2020	58.00
37107	GORDON GORDON FOOD SERVICES		508401	01/14/2020	446.60
37196	HOME HOME DEPOT		508406	01/14/2020	85.21
37196	HOME HOME DEPOT		508406	01/14/2020	24.85
37196	HOME HOME DEPOT		508406	01/14/2020	48.87
					<u>663.53</u>
85-00-53-11155	HOLIDAY EVENTS				
37160	PARCI PARTY CITY		508440	01/14/2020	90.89
37164	PETESFR PETE'S FRESH MARKET ROOSEVELT		508443	01/14/2020	83.29
37169	REUTERS RICHARD EBERK JR.		508447	01/14/2020	176.00
					<u>350.18</u>
85-00-56-00605	CONFERENCE AND TRAINING				
37049	AIRPORT AIRPORT LIMOUSINE SERVICE		508359	01/14/2020	200.00
37067	AMERAIR AMERICAN AIRLINES		508366	01/14/2020	473.60
37067	AMERAIR AMERICAN AIRLINES		508366	01/14/2020	-59.00

Park District of Oak Park

FY 2020

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2020 TO 01/31/2020 PAY DATES 01/01/2020 TO 01/31/2020

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

<u>VOUCHER NUMBER</u>	<u>VENDOR</u>	<u>PO NUMBER</u>	<u>CHECK NUMBER</u>	<u>PAY DATE/ CHECK DATE</u>	<u>AMOUNT</u>
					614.60
85-00-58-00800	ELECTRICITY				
36863	COMED COMED	20190328	26059	01/24/2020	308.82 A
36870	COMED COMED	20190210	26070	01/24/2020	34.34 A
					343.16
85-00-58-00810	NATURAL GAS				
36580	NICOR NICOR GAS	20190214	25960	01/10/2020	145.89 A
36587	NICOR NICOR GAS	20190235	25967	01/10/2020	782.10 A
36946	NICOR NICOR GAS	20190214	26131	01/31/2020	151.24 A
36953	NICOR NICOR GAS	20190235	26137	01/31/2020	693.92 A
					1,773.15
85-00-58-00830	WATER				
37221	VILLWAT VILLAGE OF OAK PARK-WATER WA1		508481	01/14/2020	487.75
					487.75
					5,234.20
					1,291,261.43
					1,291,261.43

FUND 85 TOTAL

GRAND TOTAL

Corporate Fund	\$ 278,135.01
IMRF Fund	\$ (441.26)
Liability Fund	\$ 8,441.28
Audit Fund	\$ -
Recreation Fund	\$ 92,334.56
Museum Fund	\$ 2,603.10
Special Recreation Fund	\$ 134,709.19
Revenue Facilities	\$ 66,986.33
Insurance Fund	\$ 71,789.31
Capital Projects	\$ 631,469.71
Cheney Mansion Fund	\$ 5,234.20
Memorial Trust	\$ -
Grand Total	\$ 1,291,261.43

To the Executive Director,

The Payment of the above listed accounts has been approved by the Board of
Commissioners at their meeting held February 20, 2020

And you are hereby authorized to pay them from the appropriate funds.

(Treasurer)

(Secretary)

Commissioner



**Park District of Oak Park
Committee of the Whole
Hedges Administrative Center
Oak Park, Illinois
Thursday, January 9, 2020**

Minutes

The meeting was called to order at 7:30pm.

I. Roll Call

Present: Commissioners Porreca, Wick, Wollmuth, Worley-Hood, and President Lentz.

Park District Staff present: Jan Arnold, Executive Director; Chris Lindgren, Superintendent of Parks and Planning; Diane Stanke, Director of Marketing and Customer Service; Kyle Cratty, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Scott Sekulich, Customer Service Manager; Travis Stephen, Sports Field Manager; and Karen Gruszka, Executive Assistant.

Others Present: Edward Kerros, Parks Foundation Vice President, and Ben Ahring, Parks Foundation President.

II. Public Comment – None

III. Administration and Finance Committee

A. Parks Foundation Update

Ben Ahring, President, and Edward Kerros, Vice President, stated that in 2019, the Foundation held the most fundraisers since its inception for the Scholarship Fund including the help of dozens of volunteers, corporate sponsorships, and matching funds. They upgraded their website and added hundreds of names to their database from their participation at events around town. 2020 promises to be a busy year with raising funds for the CRC. They are holding an event on February 6, by invitation only for capital. They have received the gift of the land for the CRC, and have been working on a video which members have been doing pro bono. They are currently at 52% for the first phase and will launch it publicly once they are at 75% of the goal. The Board thanked them for all their work and discussed details of their capital campaign. **No action is needed by the Board on this item.**

B. Illinois Park and Recreation Conference January 23-25 Update

Jan Arnold, Executive Director, reminded the Board of the upcoming conference; where staff and commissioners will be attending. She informed the Board of presentations that the PDOP would be presenting at the conference. All are looking forward to bringing back good information to be shared with the District. **No action is needed by the Board on this item.**

IV. Recreation and Facility Program Committee

A. Annual Scholarship Report

Scott Sekulich, Customer Service Manager, informed the Board that the scholarships redeemed in 2019 was 6.1% over the previous year and reminded the Board it was comprised of non-resident fees, donations, and funds from the Township and the Parks Foundation besides the \$5,000 from YES, which is not included in this report. The criteria remained the same as it did in 2018; 72 new households used the scholarship last year. **No action is needed on this item.**

B. Field Utilization Study

Maureen McCarthy, Superintendent of Recreation, and Travis Stephen, Sports Field Manager, discussed the utilization of the sports fields and the maintenance including: 2019 vs 2018 permits and fields' usage, aeration, over-seeding, slit-seeding, top dressing, irrigation, field position, D97 school fields, and grubs. The Board discussed the PACT groups use, numbers of groups, and division of time/fields with new groups joining. **No action is needed on this item.**

V. Parks and Planning Committee

VI. New Business - None

VII. Executive Session - None

VIII. Adjournment

At 8:49p.m. a voice vote was taken to adjourn the Committee of the Whole Meeting. **Motion carried in a voice vote.**

Secretary
Board of Park Commissioners

President
Board of Park Commissioners

February 20, 2020

Date

February 20, 2020

Date



PARK DISTRICT of OAK PARK

**Park District of Oak Park
Regular Board Meeting
Hedges Administrative Center
218 Madison Street, Oak Park, Illinois
Thursday, January 16, 2020**

Minutes

The meeting was called to order at 7:30pm.

I. ROLL CALL

Present: Commissioners Porreca, Wick, Worley-Hood, and President Lentz. Commissioner Wollmuth was absent.

Park District Staff Present: Jan Arnold, Executive Director; Chris Lindgren, Superintendent of Parks and Planning; Kyle Cratty, Director of Finance; Greg Stopka, Strategy & Innovation Manager, and Karen Gruszka, Executive Assistant.

Others Present: None.

II. APPROVAL OF AGENDA

The Board was informed of a change to the agenda to include emergency surface replacement needed for the Scoville Playground. **The motion was passed by a voice vote.**

III. VISITOR/PUBLIC COMMENTS

Fiona Feeny – Attends the West Suburban Montessori School and walks to Rehm Park every day and loves to play there and said how special it is to her. She is disappointed with the change to Stevenson Park and wanted to tell the Board that she hopes they don't change Rehm Park.

Suzanne Feeny – Wanted to ask the Park District for any help they can give for safety at the corner of Humphrey and Lake Street by the GRC. It is an extremely busy intersection and kids are constantly walking across it and there have been many near misses. She is wondering if there is any way that the speed limit can be lowered there.

IV. CONSENT AGENDA

A motion was made by Commissioner Porreca and seconded by Commissioner Wick to approve the Consent Agenda, which includes the Cash and Investment Summary and Warrants and Bills for the month of December, 2010; approval of minutes from the Committee of the Whole Meeting December 5, 2019, and Regular Board Meeting December 19, 2019; and approval of Ordinance 2020-01-01 for Non-Discrimination/Anti-Harassment. **The motion passed with a roll call vote of 4:0.**

V. STAFF REPORTS

A. Director's Report

Jan Arnold, Executive Director, reminded the Board that during the February 20, Regular Board Meeting, the Community Service Awards ceremony will be held; there is one organization and one individual who will be receiving the award. February 1, is camp registration; the gymnastics meet will take place at Triton on January 26; the February Committee of the Whole Meeting will take place this year on Thursday, February 13; as the Parks Foundation will be hosting a fundraiser for the Community Recreation Center.

B. Division Managers' Reports (Updates & Information) – Written Report Included in Board Packet.

C. Revenue/Expense Status Report

Since 2012, taxes have increased on average 1.7% while earned revenue has increased on average 10.03%. Since 2012, earned revenue has increased by \$4.6 million, which is \$2.5 more than the Districts debt service payment in 2019. Since 2012, total operational expenses have increased by 5.77% on average or 5.4% lower than the average increase in earned revenue. Five budgets in 2019 surpassed the \$1 million dollars in revenue (Gymnastics, Rink, Aquatics, General Recreation, and Sports and Fitness). The Cheney Mansion Fund not only has a positive fund balance, but it is now in compliance with the District's Fund Balance Policy. A Net Income of \$29,506, puts the fund at a 92% Fund Balance. Revenues 6.54% higher than budgeted. Expenses are down approximately 3.17% compared to budget.

VI. OLD BUSINESS

A. Recreation and Facility Program Committee - None

B. Parks and Planning Committee - None

C. Administration and Finance Committee - None

VII. NEW BUSINESS

1. 2019 Performance Measures

Greg Stopka, Manager of Strategy & Innovation, informed the Board that this is the sixth year that the PDOP has been gathering data. Greg ran through the 4th Quarter 2019, numbers including households, scholarships, program registrants, pass sales, surveys, and how Mpower is used as real time information to help make decisions. The Board questioned breakdowns of the data. **No Board approval is needed on this item.**

2. Scoville Park Playground Surfacing Replacement

Jan Arnold, Executive Director, informed the Board of that staff had noted the worsening conditions of the poured in play material at Scoville Park during their regular monthly inspection. It is believed this has occurred due to the freezing and thawing conditions this winter causing the breakdown of the material. As the surface is no longer under warranty, staff have priced out the grass surface that has been put in at Stevenson. It is more affordable, more durable, and meets ADA requirements. Due to the emergency purchasing policy, the Board were asked to approve the surfacing replacement at this meeting.

Commissioner Worley-Hood motioned and Commissioner Wick seconded for the Park Board of Commissioners to authorize the Executive Director to sign an emergency contract with Forever Lawn Chicago, LLC, from Rockford, IL for an amount not to exceed \$61,120 for the installation of new playground turf-grass surfacing. The Board discussed the condition of the rubber surface, the warranty and agreed that it needed to be replaced for safety of the park. **The Board passed this motion with a roll call vote 4:0.**

VIII. COMMISSIONERS' COMMENTS

- **Commissioner Worley-Hood** – Attended the Pleasant Home Foundation meeting where they passed their budget for the year.
- **Commissioner Porreca** – No comments.
- **Commissioner Wick** – Will be attending the Annual Conference and is volunteering to open a session and recommends everyone try to do so when they attend conference; stating, "It is a great event and he is glad that he can attend." He also attended IGOV on Saturday. He reminded everyone of the Forum on Saturday, February 1, at 9:30am at Julian.
- **Commissioner Wollmuth** – Absent.
- **Commissioner Lentz** – Reminded the Board to get the evaluation forms that she handed out back to her for the Executive Director's evaluation and that she would send them out electronically to them as well. She was looking forward to the Annual Conference as well and was looking forward to all the information gathered at the sessions.

IX. CLOSED SESSION - None

X. ADJOURNMENT

At 8:17pm the Regular Board meeting was adjourned. **The motion passed with a voice vote.**

Secretary
Board of Park Commissioners

February 20, 2020

Date

President
Board of Park Commissioners

February 20, 2020

Date



Memo



To: Commissioner Wollmuth, Chair, and Recreation & Facility Program Committee
Park Board of Commissioners

From: Maureen McCarthy, Superintendent of Recreation

Cc: Jan Arnold, Executive Director

Date: February 14, 2020

Re: Affiliation Agreement with Festival Theatre

Statement

In 1976, the Park District of Oak Park invited the festival to perform under a canopy of stars in Austin Gardens located at 167 Forest Avenue. Every year since, they have returned to Austin Gardens to build a summer stage to provide professional theater to the residents of Oak Park and beyond.

Discussion

Festival Theatre (FT) and the Park District of Oak Park have worked closely over the years to ensure a quality space is available for professional theater as well as that the park is open to the residents of Oak Park. The Park District is excited to continue this tradition. The Park District of Oak Park also provides a \$6,000 grant annually for general support to Festival Theatre from the Austin Gardens Trust.

Unfortunately, due to weather impacts, Festival Theatre is only planning to offer one production in 2020.

In 2016, the Park District of Oak Park and Festival Theatre agreed to provide one performance night free to the Oak Park residents as a thank you for access to the community park throughout the summer. The free nights were a success. Unfortunately, the tickets were not just given to Oak Park residents resulting in sold out night in early April. Thus, through discussions with full-time staff, the free Community Night tickets will be distributed by the Park District's Customer Service staff to only Oak Park resident and not in a number that exceeds the number of household members in each residence.

Conclusion

The Recreation and Facility Program Committee recommends that the Board approve the attached Festival Theatre Affiliation Agreement.

Attachment: Festival Theater Agreement

PARK DISTRICT OF OAK PARK

**RECREATIONAL ACTIVITIES AFFILIATION AGREEMENT
WITH THE OAK PARK FESTIVAL THEATRE
FOR USE OF AUSTIN GARDENS**

The Park District of Oak Park owns a park known as Austin Gardens (the “Park”). The Oak Park Festival Theatre desires to use the Park for production and public performances of “The Tempest” in the Summer 2020. Festival Theatre will have open rehearsals, programs and other events open to the residents of the Park District (the “Authorized Use”):

Access to Austin Gardens will begin on Monday, June 1, 2020, to begin the cleaning process and construction of the set. “The Tempest”, will preview on July 11, 12, 15, 16, and 17, with a formal opening on Saturday, July 18. Performances will be Thursdays through Saturdays at 8:00 PM and Sundays at 7:00 PM. The final closing performance will be on Sunday, August 23, with a possible extension August 27-September 6. The Festival Theatre will lock the North and East gates to the park no earlier than 30 minutes before the start of the show and open the gates at the end of the show, by 10:30PM. The park can be closed to the public only during performances with the exception of Community Appreciation Nights, when the park will remain open to all.

Rehearsals will begin on Wednesday, June 17 and be held Wednesday – Friday 6:30PM – 10:30 PM, Saturday 10:00AM – 6:00PM and Sunday 10:00AM – 5:00 PM. There will be a short rehearsal on July 4, from 10:00AM – 3:00PM.

Strike and removal of all equipment will take place on or by Monday, September 7, earlier if the show is not extended. Notice will be given in advance when these activities take place.

Additionally, summer theatre camps held in partnership with the Viola Project will be hosted in the park Monday through Friday, from 9:00 AM – 3:00PM, unless otherwise noted. This agreement is entered into between the Park District of Oak Park of Cook County, Illinois, recognized and existing under the Park District code of the State of Illinois (herein referred to as the “Park District” and the Oak Park Festival Theatre, an Illinois corporation (herein referred to as the “Festival Theatre”).

Whereas, the Park District provides parks, recreation programs and facilities to the residents of Oak Park; and

Whereas, the Festival Theatre is one of many organized user groups of said parks and facilities; and

Whereas, the Park District of Oak Park owns, maintains and schedules all parks in Oak Park (the “Parks”); and

Whereas, the Festival Theatre desires to use the Park for its production and public performances of plays, which will have a run during the summer of 2020; and

Whereas, the Park District and the Festival Theatre are both committed to providing the residents of Oak Park with the opportunity to view Festival Theatre activities; and

Whereas, a written agreement to formally structure the responsibilities, requirements, privileges and expectations of both parties will enhance cooperation by reducing confusion; and

Now therefore, in consideration of the premises contained herein, it is agreed by the Park District and Festival Theatre that,

Section 1 Grant of License

The Park District hereby grants to the Festival Theatre a temporary license (the "License") for the purpose of allowing the Festival Theatre to conduct the Authorized Use. The License shall be for no other purpose.

Section 2 Term of License; Termination

The License shall be for a term commencing on April 1, 2020, and expiring on December 31, 2020. The Park District, at its discretion for good cause, may terminate the License at any time on seven days prior written notice by the Park District to the Festival Theatre. On termination of the License, all use of the Park by the Festival Theatre shall be discontinued immediately. The termination of the License shall not terminate the duties and responsibilities of the Festival Theatre to repair and restore damaged property, and to pay for all costs incurred by the Park District in repair and restoring damaged property in accordance with this Recreational Activities Affiliation Agreement.

Section 3 Fee for Use of Park

For the 2020 season, Festival Theatre will assess a \$1.00 ticket surcharge per ticket sold. Oak Park Festival Theatre will provide an accounting no later than two weeks after the final performance and submitted for payment at that time. One month after the close of the production, a final accounting will be submitted with payment for any additional tickets that were not included in the initial submission.

Section 4 Bond

For the 2020 season, there shall be no bond required from the Festival Theatre for use of the Park.

Section 5 Insurance

For the 2020 season, the Festival Theatre shall provide general liability insurance coverage for the Authorized Use.

Section 6 Mutual Activities and Services

A. Park District Services

The Park District shall provide for the Festival Theatre:

- (i) Publicity in the form of organizational contact information in the Park District's seasonal program brochures and link on PDOP website;
- (ii) Ability to advertise in the seasonal brochure;
- (iii) A grant of \$6,000 from the Austin Gardens Trust at the OPRF Community Foundation;
- (iv) Limited trash removal and utilities;
- (v) Access to indoor bathrooms and concession area of the Environmental Education Center (hereinafter "center") on performance dates, one hour prior to and 30 minutes after the conclusion of each performance;
- (vi) Access in the center to the dedicated storage room to be maintained by Festival Theater to meet all applicable codes including fire code;
- (vii) PDOP will put together a layout of circuits and this will allow Festival Theatre to design the system based on the current loading in the park – if Festival Theatre wants to verify that the installation is not exceeding or pushing the limits – PDOP can recommend an electrician, since PDOP does not have an electrician on staff;
- (viii) The Park District will email residents who acquire Community Appreciation Night performance tickets if there are any changes due to weather, etc. to the event once Festival Theatre shares the changes with Park District Staff; and
- (ix) The Park District will provide names, email addresses, as well as zip codes to all residents that register to receive Community Appreciation Night tickets prior to the performance.

B. Festival Theatre Services

The Festival Theatre shall keep and provide the following items for the Park District:

- (i) The Festival Theatre will submit yearly financial reports, written minutes of meetings, a copy of governing by-laws, and accident reports;
- (ii) The Festival Theatre will maintain its own financial accounts and will not incur any expense on behalf of the Park District;
- (iii) The Festival Theatre will provide access to the Park District of all of its books and accounts at all reasonable times;
- (iv) The Festival Theatre will provide volunteers to organize and operate its events, will assist in set-up and take-down of equipment, and will clean up

the Park after events. Removal of all stages and equipment from Austin Gardens will be complete by Monday, September 7, 2020;

- (v) At the request of the Park District, the Festival Theatre will require volunteers to complete, sign, and file volunteer application forms provided by the Park District and have a cleared background check on file with Festival Theatre;
- (vi) Any signage or affiliation to donor recognition allowed in the park must meet Park District sponsorship rules (i.e. no alcohol, cannabis or gambling etc.);
- (vii) Access to the Festival Theatre's events shall be open to all interested residents of the Village of Oak Park;
- (viii) The Festival Theatre acknowledges and agrees to Section 7.31 of the Park District Rules and Regulations Governing Use of the Park Facilities;

Possession and consumption of bring-your-own ("BYO") wine and beer is permitted within Austin Gardens during a theatrical performance by the Festival Theatre, subject to the following restrictions:

- (a) No person under the age of 21 years is allowed to possess or consume any wine and beer.
- (b) No signage announcing or advertising of BYO wine and beer is permitted.
- (c) BYO possession and consumption is authorized only for a time period commencing 90 minutes prior to the scheduled start of a performance and ending no later than 30 minutes after the end of a performance.
- (d) No open containers of wine and/or beer shall be removed from Austin Gardens.
- (e) Staff or volunteer in attendance during an applicable theatrical performance shall complete BASSET training by a state certified program.
- (f) Festival Theatre will pay 50% of the cost of the annual liquor license.
- (ix) The Festival Theatre will provide a link on their website to the Park District of Oak Park's website. Festival Theatre will recognize on their website and in all appropriate printed materials the grant from the Park District's Austin Gardens Trust and Park District sponsorship. Further, the Festival Theatre will provide an advertisement in their summer program book for the Park District of Oak Park and an advertisement in their summer program book for the Parks Foundation. Both organizations may promote their programs as they deem appropriate. The Park District and the Parks Foundation will

adhere to production submission and graphic constraints established by the Festival Theatre;

- (x) The Festival Theatre will offer a “Community Appreciation Night” a preview of the production to take place on Wednesday, July 15, as a community night which the public will be encouraged to attend free of charge. Community Appreciation Night tickets will only be distributed by the Park District through the Park District’s Registration Software System;
- (xi) The Festival Theatre will allow the Park District to display a table at “Community Appreciation Night,” Wednesday, July 15, to promote the Park District’s programs and activities;
- (xii) The Festival Theatre will provide a small discount to participants in the Park District of Oak Park Active Adult Membership. Members will be required to show membership card at box office when purchasing the tickets to receive the discount;
- (xiii) The Festival Theatre will consult with the Park District of Oak Park prior to adding more performances or performance groups to the schedule;
- (xiv) The Festival Theatre will abide by the Rules and Regulations Governing uses of the Park and to direct all Festival Theatre participants and spectators to do the same;
- (xv) The Festival Theater will complete and submit the annual Affiliate Organization’s Activity and Participation Report;
- (xvi) The Festival Theater will establish and implement a safety and risk management program for the benefit of Festival Theatre participants, volunteers and spectators. This program shall include a written safety policy, volunteer safety training and a written system for reporting accident or incidents. Moreover, the Park District will upon request be available to assist Festival Theatre with establishing the safety and risk management program;
- (xvii) Compliance with the Americans with Disabilities Act (ADA) which was signed into law in July of 1990. This law mandates equal access to services, transportation, employment, communication and facilities for persons with disabilities. Festival Theatre must admit an individual with a disability who meets essential eligibility requirements by providing reasonable accommodations, as may be needed, to allow these individuals to participate in Festival Theatre activities. These accommodations may include providing adaptive equipment, additional volunteers, staff members, sign language interpreter and similar measures;
- (xix) No parking is allowed behind the building except one car is allowed during performances. The parked car must not spill out onto the walkway; and

- (xx) Festival Theatre must notify Park District of Oak Park of any cancellations via text or email so the automatic locks are not left open since they are on a timer for Festival Theatre performances.

Section 7. Background Checks.

A. Viola Project Staff and Volunteers.

All staff and volunteers that participate in the Viola Project (collectively “*Viola Project Staff*”) must complete a Park District-approved background-check form (the “*Required Form*”) and pass a criminal background check (a “*CBC*”) before participating in any Summer Camp activity. The Required Form may be provided by the Park District, or by the Festival Theatre if that form is approved in advance by the Park District. The Festival Theatre must complete a CBC for each Viola Project Staff member not less often than once every two years. The Festival Theatre must:

- (1) keep a list of all Viola Project Staff;
- (2) include on that list the date or dates on which a CBC was completed for each Viola Project Staff member;
- (3) prohibit any Viola Project Staff member from participating in any Summer Camp until a CBC has been completed for that Viola Project Staff member; and
- (4) submit an affidavit, and all necessary supplemental affidavits, signed by an authorized Festival Theatre representative, to the Park District stating that a CBC has been completed on all Viola Project Staff currently working in Summer Camp.

The failure of the Festival Theatre or the Viola Project to comply with the provisions of this Section 7 may disqualify the Festival Theatre and the Viola Project from running Summer Camp.

B. Park District Background Check System.

The Festival Theatre may use the Park District’s on-line volunteer background check process (“*Park District Process*”) to satisfy its obligation to obtain Required Forms and perform CBCs for volunteers. The provisions of this Subsection B apply if the Festival Theatre elects to use the Park District Process. Before a Viola Project volunteer may participate in any Summer Camp, that Viola Project volunteer must undergo a background check by filling out the volunteer background check form (“*Volunteer Background Form*”) provided on the Park District’s website at www.pdop.org. The Festival Theatre must:

- (1) keep a list of all Viola Project Staff;

- (2) direct all Viola Project volunteers to complete the Volunteer Background Form;
- (3) prohibit any Viola Project volunteer member from participating in any Summer Camp until that Viola Project volunteer has completed and cleared the Volunteer Background Form; and
- (4) submit an affidavit, and all necessary supplemental affidavits, signed by an authorized Festival Theatre representative, to the Park District stating that all Viola Project volunteers currently working in Summer Camp have completed and cleared the Volunteer Background Form.

The Park District will use the information provided on the Volunteer Background Form to conduct a thorough criminal background check and determine whether the Viola Project volunteer is qualified to participate in Summer Camp. The failure of any Viola Project volunteer member to properly complete and clear the Volunteer Background Form disqualifies that Viola Project volunteer from participating in any Summer Camp. The Volunteer Background Form must be completed and cleared by all Viola Project volunteers not less often than once every two years.

Section 8 Environmental Considerations

The Park District of Oak Park believes the care and protection of our natural world is the responsibility of us all. The Park District requests that all Park District Affiliate Organizations adopt sound environmental practices. Simple steps may be taken including encouraging all participants to use reusable containers to reduce waste when possible and to take recyclable products home to dispose of properly. To reduce trash, keep our parks cleaner and increase environmental awareness and stewardship, the Park District has been working with our sports affiliates since 2009 to establish a Carry In/Carry Out Program. We simply ask participants and spectators to take out whatever trash they bring into the park. We encourage all of our park patrons to follow the Carry In/Carry Out Program. Please do your part to keep our parks clean.

Section 9 Specific Terms of Agreement

This Recreational Activities Affiliation Agreement shall include the Specific Terms of Agreement attached hereto. Further, the Park District of Oak Park reserves the right to modify the schedule as it determines necessary throughout the season.

Section 10 Authority

Each person signing this Recreational Activities Affiliation Agreement hereby covenants that he or she understands this Recreational Activities Affiliation Agreement, that he or she has the authority to execute this Agreement and to legally bind the party whom he or she represents.

PARK DISTRICT OF OAK PARK

By: _____
President

Date: _____

Printed Name: _____

FESTIVAL THEATRE

By: _____

Date: _____

Printed Name: _____

Title: _____

PARK DISTRICT OF OAK PARK

RECREATIONAL ACTIVITIES AFFILIATION AGREEMENT SPECIFIC TERMS OF AGREEMENT

Paragraph 1. Retained Rights of Park District.

The Park District shall retain and have all rights to use and occupy the Park. However, the Park District shall not unreasonably interfere with the Guest Organization's use and occupancy of the Park in accordance with this Recreational Activities Affiliation Agreement.

Paragraph 2. Park and Property Restoration.

If the Park or any other property of the Park District is damaged in any way by activities related to the Authorized Use or by the Guest Organization or any agent or invitee of the Guest Organization, then the Guest Organization shall repair such damage and restore the damaged property to a condition at least as good as before the damage occurred. Such repair and restoration shall be completed within 30 days after the damage occurs. Repair and restoration shall include, at a minimum, (a) restoration of any and all fences, trails, paths, pavement, plantings, landscaping, or improvements that are damaged, (b) replacement of all sod damaged or removed with sod of like quality, and (c) the immediate removal and proper disposal of all waste generated by or in connection with the Authorized Use.

Paragraph 3. Bond.

If a bond is required by the Recreational Activities Affiliation Agreement, then the Guest Organization shall deposit with the Park District, prior to the commencement of the Authorized Use, a bond in the form and amount set forth in the Recreational Activities Affiliation Agreement (the "Bond") as a guarantee that the Guest Organization shall comply with all conditions of this Recreational Activities Affiliation Agreement, including without limitation repair and restoration of the Park and other property. The Park District shall refund the amount of the Bond to the Guest Organization after the Park District has determined that the Guest Organization has fulfilled all of its duties pursuant to this Recreational Activities Affiliation Agreement. If the District determines that the Guest Organization has failed to fulfill its duties to complete repair and restoration, then the Park District may deduct any amount necessary, including the entire amount of the Bond, to pay for repairs and restoration. If the costs to repair and restore damaged property exceeds the amount of the Bond, then the Guest Organization shall pay all such excess costs incurred by the Park District to reimburse the Park be liable for all costs, including attorney's fees and interest incurred by the Park District in the recovery of any such amount.

Paragraph 4. Conditions at Park.

If at any time during the term of this Recreational Activities Affiliation Agreement the Guest Organization becomes aware of any perceived hazard or danger on or near the Park, then the Guest Organization shall immediately inform the Park District of such hazard or danger. The Park District reserves the right to close the Park for use by the Guest Organization and the public at any time that the Park District becomes aware of a danger or hazard.

Paragraph 5. Alcohol.

The sale, distribution, possession, or use of alcohol within the Park by any person is strictly prohibited unless following section 7.31 of the Park District Rules and Regulations Governing Use of the Park Facilities.

Paragraph 6. Supervision and Security.

The Guest Organization shall be solely responsible for the supervision of the Authorized Use. The Guest Organization shall be required to provide and bear the sole cost of any security deemed reasonably necessary by the Park District at any time. The Park District shall have no responsibility to supervise, perform, or provide security for any matter related to the Authorized Use.

Paragraph 7. Guest Organization Contractors.

If the Guest Organization hires or retains any contractor or agent (a “Guest Organization Contractor”) in connection with the Authorized Use, then the acts and omissions of any Guest Organization Contractor (or any contractor or agent retained by a Guest Organization Contractor) shall be deemed to be the acts and omissions of the Guest Organization. The Park District shall have no liability for any contract or agreement created by the Guest Organization with any Guest Organization Contractor.

Paragraph 8. Indemnification, Waiver, and Insurance.

A. Indemnification of Park District. As a condition of the rights granted to it by this Recreational Activities Affiliation Agreement, the Guest Organization shall, through counsel approved by the Park District and to the fullest extent permitted by law, hold harmless, indemnify, and defend the Park District and its commissioners, officers, agents, attorneys, employees, contractors, successors, and assigns from and against any and all losses, expenses, claims, costs, causes, actions, litigation costs, attorney fees, suits, and damages relating to personal or bodily injuries, death, or damages or injuries to property arising from, occurring, growing out of, incident to, relating to, or resulting directly or indirectly from the grant of the License or the use of the Park by the Guest Organization, its employees, agents, and invitees or the Guest Organization Contractors (the “Claims”), including without limitation Claims arising from the Park District’s alleged negligence or fault, and litigation costs and attorneys’ fees. The Guest Organization shall notify the Park District of any Claims or potential Claims against the Park District of which the Guest Organization becomes aware promptly and in no event more than 30 days after becoming aware of such Claims. The Guest Organization’s obligations under this Paragraph shall be in addition to, and shall not be limited or waived by the availability or unavailability of, any insurance, including insurance provided by the Guest Organization or a contractor pursuant this Paragraph or insurance provided by the Park District.

B. General Waiver of Claims against Park District. As a condition of the rights granted to it by this Recreational Activities Affiliation Agreement, the Guest Organization shall waive, to the fullest extent permitted by law, any and all losses, expenses, claims, costs, causes, actions, litigation costs, attorney fees, suits, and damages relating to personal or bodily injuries, death, or damages, or injuries to property arising from, occurring, growing out of, incident to, relating to, or resulting directly or indirectly from the grant of the License or any use of the Park by the Guest Organization, its employees, agents, and invitees or the Guest Organization Contractor (the “Claims”), including without limitation Claims arising from the Park District’s alleged negligence or fault, and litigation costs and attorneys’ fees against the Park District.

C. Individual Waivers. The Guest Organization shall provide to the Park District individual waivers, on a form provided by the Park District, from each participant in each activity.

D. Insurance. If the Recreational Activities Affiliation Agreement requires the Guest Organization to provide insurance, then, contemporaneous with the Guest Organization’s execution of this Recreational Activities Affiliation Agreement, the Guest Organization and any Guest Organization Contractor shall provide certificates and policies of insurance, with coverages and limits as set forth in Section 5 of the Recreational Activities Affiliation Agreement, including naming the District as an additional insured on all such policies. For good cause shown, the Park District may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as the Park District may impose in the exercise of its sole discretion. Such policies shall be in a form acceptable to the Park District. Such insurance shall provide that no change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to the Park District. The Guest Organization and every Guest Organization Contractor, at all times during the term of this Recreational Activities Affiliation Agreement, shall maintain and keep in force, at the Guest Organization’s expense or the Guest Organization Contractor’s expense, the insurance coverages provided above.

E. Reporting to Park District. The Guest Organization shall promptly report any incident causing injury to a person or damage to property to the District.

Paragraph 9. Compliance with Laws and Policies.

The Guest Organization shall use the Park only in compliance with all applicable federal, State of Illinois, Village of Oak Park, and Park District laws, statutes, ordinances, rules, regulations, and policies, including alcohol ban and use of foul language.

Paragraph 10. No Property Rights.

The Guest Organization acknowledges that the Park is the property of the District and that the Recreational Activities Affiliation Agreement creates contractual rights only and does not create an easement, a leasehold, or other real property rights. The Guest Organization further acknowledges that no prescriptive rights have arisen prior to the date of the Recreational Activities Affiliation Agreement nor shall any prescriptive rights be deemed to arise out of the Recreational Activities Affiliation Agreement.

Paragraph 11. Park District Assistance; Joint Relationship.

A. Park District Assistance. The Park District, in its discretion, may provide staff, financial, and other assistance to the Guest Organization, including such things, for example, as providing facilities and meeting rooms and naming the Guest Organization as an additional insured on a Park District insurance policy. The Park District is under no obligation to provide such assistance to the Guest Organization. Specific assistance to be provided by the Park District, if any, shall be included in the Recreational Activities Affiliation Agreement.

B. Joint Relationship. The Park District and the Guest Organization may have determined to engage jointly in mutually beneficial activities and services. All of those activities and services, if any, shall be included in the Recreational Activities Affiliation Agreement.

Paragraph 12. General Provisions.

A. Relationship of the Parties. Except only as specifically provided in the Recreational Activities Affiliation Agreement, nothing in, or done pursuant to, the Recreational Activities Affiliation Agreement shall be construed to create the relationship of principal and agent, employer and employee, partnership or joint venture between the District and the Guest Organization or any other entity.

B. Sexual Harassment Policy. The Guest Organization certifies that it has a written sexual harassment policy in full compliance with 775 ILCS 5/2-105 (A) (4).

C. Non-Discrimination. In all hiring or employment by the Guest Organization pursuant to the Recreational Activities Affiliation Agreement, there shall be no discrimination against any employee or applicant for employment because of age, race, gender, creed, national origin, marital status, or the presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification. The Guest Organization agrees that no person shall be denied, or subjected to discrimination in receipt of, the benefit of any services or activities made possible by, or resulting from, this Recreational Activities Affiliation Agreement.

D. No Obligation. The Parties acknowledge and agree that the Park District is under no obligation under the Recreational Activities Affiliation Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Guest Organization.

E. Amendment. No amendment, modification, addition, deletion, revision, alteration, or other change to the Recreational Activities Affiliation Agreement shall be effective unless and until such change is reduced to writing and approved by the necessary authorities and representatives of the Park District and the Guest Organization.

F. Governing Laws. The Recreational Activities Affiliation Agreement shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

G. Entire Agreement. The Recreational Activities Affiliation Agreement and these Specific Terms of Agreement constitute the entire agreement between the parties and supersede any and all

previous or contemporaneous oral or written agreements and negotiations between the Park District and the Guest Organization.

H. Waiver. No waiver of any provision of the Recreational Activities Affiliation Agreement shall be deemed to or constitute a waiver of any other provision of the Recreational Activities Affiliation Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in the Recreational Activities Affiliation Agreement.

I. Assignment. The Guest Organization may not assign its rights or delegate its duties under the Recreational Activities Affiliation Agreement without the prior express written consent of the Park District.

CHI1 #124474 v3

February 18, 2020

Sandy Lentz, President
Board of Commissioners
Jan Arnold, Executive Director
Park District of Oak Park
218 Madison Street
Oak Park, IL 60302

Re: Elrod Friedman LLP Engagement

Dear President Lentz and Executive Director Arnold:

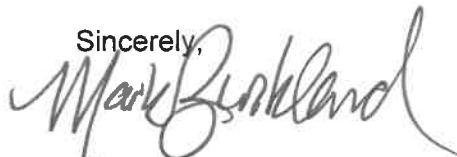
The purpose of this letter is to confirm the retention of Elrod Friedman LLP to represent the Park District of Oak Park, Illinois for general legal services and consultation effective as of February 18, 2020. Mark Burkland has been officially appointed by the Park District to serve as General Counsel, and he will be primarily responsible for this engagement. Other attorneys of the firm will be available to provide support, assistance, and counsel as appropriate. The scope of our engagement includes the services assigned to the General Counsel by the Board of Commissioners and the Executive Director, and Park District codes and policies. We look forward to continuing to serve your needs.

The purpose of this letter is to confirm our engagement as counsel and to provide you certain information concerning our fees, billing, and collection policies, and other terms that govern our relationship. Attached to this letter are our firm's standard terms of engagement. Please review these and let me know if you have any questions concerning our policies.

If the terms described above and in the attached terms of engagement are satisfactory, then please so indicate by signing and returning the enclosed copy of this letter.

We look forward to continuing our engagement with the Park District.

Sincerely,



Mark E. Burkland

Approved this _____ day of February 2020.

PARK DISTRICT OF OAK PARK, ILLINOIS

By: _____
Sandy Lentz, President

By: _____
Jan Arnold, Executive Director

ELROD FRIEDMAN LLP
TERMS OF ENGAGEMENT

We appreciate your decision to retain Elrod Friedman LLP as your legal counsel.

Our engagement and the services that we will provide to you are limited to the matter identified in the accompanying letter. Any changes in the scope of our representation as described in the letter must be approved in writing. We will provide services of a strictly legal nature related to the matters described in that letter. You will provide us with the factual information and materials we require to perform the services identified in the letter, and you will make such business or technical decisions and determinations as are appropriate. You will not rely on us for business, investment, or accounting decisions, or expect us to investigate the character or credit of persons or entities with whom you may be dealing, unless otherwise specified in the letter.

We cannot guarantee the outcome of any matter. Any expression of our professional judgment regarding your matter or the potential outcome is, of course, limited by our knowledge of the facts and based on the law at the time of expression. It is also subject to any unknown or uncertain factors or conditions beyond our control.

Confidentiality and Related Matters

As a matter of professional responsibility, we are required to hold confidential all information relating to the representation of our clients, subject to certain exceptions that we will discuss with you. This professional obligation and the legal privilege for attorney-client communications exist to encourage candid and complete communication between a client and his lawyer. We can perform truly beneficial services for a client only if we are aware of all information that might be relevant to our representation. Consequently, we trust that our attorney-client relationship with you will be based on mutual confidence and unrestrained communication that will facilitate our proper representation of you.

Additionally, you should be aware that, in instances in which we represent a corporation or other entity, our client relationship is with the entity and not with its individual executives, shareholders, directors, members, managers, partners, or persons in similar positions, or with its parent, subsidiaries, or other affiliates. In those cases, our professional responsibilities are owed only to that entity, alone, and no conflict of interest will be asserted by you because we represent persons with respect to interests that are adverse to individual persons or business organizations who have a relationship with you.

The firm attempts to achieve efficiencies and savings for its clients by managing the firm's administrative operations (e.g., file storage, document duplication, word processing, accounting/billing) in the most efficient manner possible, including outsourcing certain functions to third parties. Outsourcing in this manner may require the firm to allow access by third parties to your confidential information, and in some cases, these third parties may be located outside the United States. The firm will follow applicable legal ethics rules with regard to such outsourcing and protection of confidential information.

Of course, as a governmental entity, the Park District is subject to various "sunshine" laws, such as the Freedom of Information Act and the Open Meetings Act, which require certain information and activities to be accessible to the public. To the extent that we obtain any information from the Park District or its officers, officials, and employees that is not subject to disclosure under applicable laws or that is not otherwise obtained in a public forum, we will treat such matters as confidential. On the other hand, if we obtain information in the course of our representation of the

Park District and such information would be obtainable under applicable law by members of the public, such information would not be confidential and could be disclosed to others. We will, of course, adhere to these same information disclosure principles with our other governmental and private sector clients.

Legal Fees

Our fees for services will be determined as described in the following paragraphs.

We will perform our services to the Park District on a straight hourly basis. The calendar year 2020 hourly rate of certain of our attorneys who are expected to render services to the Park District are included as Attachment A to these Terms of Engagement. These rates represent a substantial discount from our standard hourly rates and are reserved only to our governmental clients for whom we serve as general counsel. You will be notified of any hourly rate adjustment in January of each calendar year. Billing rate adjustments will be effective on January 1 of each calendar year.

Disbursements

In addition to legal fees, our statements will include out-of-pocket expenses that we have advanced on your behalf. Advanced expenses generally will include, but are not limited to, such items as travel, postage, filing, recording, outsourced photocopying, certification, and registration fees charged by governmental bodies.

During the course of our representation, it may be appropriate to hire third parties to provide services on your behalf. These services may include such things as consulting or testifying experts, investigators, providers of computerized litigation support, and court reporters. Because of the legal "work product" protection afforded to services that an attorney requests from third parties, in certain situations our firm may assume responsibility for retaining the appropriate service providers. Even if we do so, however, you will be responsible for paying all fees and expenses directly to the service providers or reimbursing us for these expenses.

Billing

We bill periodically throughout the engagement for a particular matter, and our periodic statements are due when rendered. If our fees are based primarily on the amount of our time devoted to the matter, our statements will be rendered monthly. In instances in which we represent more than one person with respect to a matter, each person that we represent is jointly and severally liable for our fees and expenses with respect to the representation. Our statements contain a concise summary of each matter for which legal services are rendered and a fee is charged.

It is the firm's policy that if an invoice remains unpaid for more than 120 days, absent extraordinary circumstances and subject to legal ethics constraints, we have the right to withdraw from this engagement, and you hereby authorize us to withdraw from all representation of you. Any unapplied deposits will be applied to outstanding balances.

Payment of our fees and costs is not contingent on the ultimate outcome of our representation, unless we have expressly agreed in writing to a contingent fee.

Questions About Our Bills

We invite you to discuss freely with us any questions that you have concerning a fee charged for any matter. We want our clients to be satisfied with both the quality of our services and the reasonableness of the fees that we charge for those services. We will attempt to provide as much billing information as you require and in such customary form that you desire, and are willing to discuss with you any of the various billing formats we have available that best suits your needs.

Relationships with Other Clients

During our engagement, we may be asked to represent a client with respect to interests that are adverse to yours. The ethics that govern us permit us to accept such multiple representations, assuming certain conditions are met, as set forth below.

During the term of this engagement, we will not accept representation of another client to pursue interests that are directly adverse to your interests unless and until we make full disclosure to you of all the relevant facts, circumstances, and implications of our undertaking the two representations, and confirm to you in good faith that we have done so and that the following criteria are met: (i) there is no substantial relationship between any matter in which we are representing or have represented you and the matter for the other client; (ii) any confidential information that we have received from you will not be available to the lawyers and other Elrod Friedman LLP personnel involved in the representation of the other client; (iii) our effective representation of you and the discharge of our professional responsibilities to you will not be prejudiced by our representation of the other client; and (iv) the other client has also consented in writing based on our full disclosure of the relevant facts, circumstances, and implications of our undertaking the two representations. If the foregoing conditions are satisfied, we may undertake the adverse representation and all conflict issues will be deemed to have been resolved or waived by you.

By making this agreement, we are establishing the criteria that will govern the exercise of your right under applicable ethical rules to object to our representation of another client whose interests are adverse to yours. If you contest in good faith the facts underlying our confirmation to you that the specified criteria have been met, then we will have the burden of reasonably supporting those facts.

Termination

Upon completion of the matter to which this representation applies, or upon earlier termination of our relationship, the attorney-client relationship will end unless you and we have expressly agreed to a continuation with respect to other matters. We hope, of course, that such a continuation will be the case. The representation is terminable at will by either of us. The termination of the representation will not terminate your obligation to pay fees and expenses incurred prior to the termination and for any services rendered or disbursements required to implement the transition to new counsel.

* * * * *

Your agreement to this engagement constitutes your acceptance of the foregoing terms and conditions. If any of them are unacceptable to you, please advise us now so that we can resolve any differences and proceed with a clear, complete, and consistent understanding of our relationship.

**ATTACHMENT A
ELROD FRIEDMAN LLP**

**Billing Rates Effective February 18, 2020 through December 31, 2021
Selected Attorneys Expected to Serve
PARK DISTRICT OF OAK PARK**

	Government Discounted Rate (Rate Charged to Park District)	Special Government Discounted Rate* (Rate Charged to Park District)
Partners:		
Burkland, Mark E.	355	500
Schuster, Benjamin L.	280	430
Non Partners:		
Fiske, Andrew N.	285	435
Paralegals/Assistants:		
McDermott, Kevin	200	325

* The Special Government Rate is used for matters for which the Park District is required to receive reimbursement of legal fees from third parties.

Executive Director's Report

From the desk of Jan Arnold

Friday, February 14, 2020

- 1. Upcoming Board Meetings** – The Regular Board Meeting is scheduled for Thursday, February 20, 2020, at the Hedges Administrative Center, **which is also our Community Service Awards Ceremony**. The March Committee of the Whole Meeting is scheduled for Thursday, March 5, 2020, at the Hedges Administrative Center. The Regular Board Meeting is scheduled for Thursday, March 19, 2020, at the Hedges Administrative Center. All meetings will begin at 7:30pm. At the end of my report are some events you may consider stopping by.
- 2. Community Service Awards** – It is always our pleasure at the February Regular Board Meeting (February 20), to recognize individuals and agencies for their outstanding service and dedication toward the advancement of parks, recreation and leisure in the Oak Park community and Illinois. The following individuals will be recognized as recipients of the PDOP's Community Service Awards: Don Nekrosius and the OPRF Senior Citizens' Center's Board.
- 3. Outdoor Ice Rinks** – Outdoor ice rinks are currently constructed and are awaiting liners and fill until there is continued freezing temperatures in order to sustain ice. At this point, it doesn't appear that the District will be making outdoor ice in 2020.
- 4. Carroll Center** – Tom Basset-Dilley Architects (Architect/CM). The Park District will assume the role of General Contractor on this project. The masonry walls for the new addition started on October 9, and is completed. The triple glazed windows and entry doors were installed the week of February 14. Exterior insulation is installed on 50% of the building and will continue over the next two weeks. Exterior siding will likely start Mid-March. The rough framing inspection was passed on February 12, and interior spray foam insulation is scheduled to start on February 18. HVAC rough in ductwork and equipment installation is underway and should be completed within two weeks. A tour was held on Saturday, February 8, with over 50 people in attendance by the architect to educate community members on passive house design.
- 5. Rehm Tennis Courts** – SMP Group Design Associates (Engineer). Evans and Sons Paving (General Contractor). The project started on September 4, with site fencing and windscreen. The asphalt surfacing was finished on September 25, and needed a minimum of two weeks to cure before applying the acrylic color coating. The weather has been problematic with temperatures dropping below 50 degrees, so we are currently in a holding pattern on the acrylic coloring surface. The fencing work has been completed and the landscaping restoration is complete as well. The Gaga Pit is installed in its new location on the southwest portion of the park. The site will remain fenced off until spring if the temperatures stay below 50 degrees.
- 6. OSLAD Grants** – The PDOP has submitted two projects for consideration. On Thursday, October 12, an IDNR representative toured Rehm for the OSLAD grant. Chris and I went to Springfield on Tuesday, November 5, to present our projects for funding. Both projects were funded; \$400,000 for Rehm Park and \$192,000 for property adjacent to Carroll Park.
- 7. Stevenson Park Improvements** – Altamanu (Landscape Architect). Hacienda Landscaping (General Contractor). The Park District received notification of a \$400,000 OSLAD grant for this project. The project started on July 29. The old playground was donated to Kids Around the World where it will be repurposed in another country of need. The project is completed and a punchlist was established for final items needing attention. All punchlist items will be completed by March 1. The park is open to the public and is getting good usage already. The turf mounds are still expected to be installed in February for a nice added amenity for kids to enjoy on the playground.

8. **Randolph & Wenonah-** Altamanu (Landscape Architect). Staff held a project kick-off meeting on November 25, to have an overview of the project. The parks will be bid as one overall project to help save costs of splitting the project. This project is out to bid with bids due on February 24. Staff will seek a contract award in March. Anticipated construction start will be in April of 2020.
9. **Scoville Playground** – The playground’s poured in place surface failed and an emergency contract was awarded to install synthetic grass similar to the new surface at Stevenson Park. The contractors will begin tear out of the out material on Monday, February 10.

February Calendar

February 17 – School Holiday Trip: Escape the Room. Field Community Center. 10:00 a.m.-3 p.m.

February 20 – Regular Park Board Meeting – 218 Madison Street from 7:30-9pm

February 21 – Blackhawk Night – RCRC 6:15-8:15pm

February 21 – Preschool Playtime Fridays. Gymnastics and Recreation Center, (repeats every 1 week on Friday) (1-6 yrs)

February 24 – Park District Citizens Committee. Hedges Administrative Center. 7:00-8:30 p.m.



February 2020

ADMINISTRATION AND FINANCE

Kyle Cratty, Director of Finance

- ◆ With the impending end to the 2019 fiscal year, staff are preparing for the 2019 audit. Auditors from Lauterbach and Amen were on site in January for preliminary field work.
- ◆ The District was awarded the Certificate for Excellence in Financial Reporting from the Government Finance Officers Association for the 2018 Audit.
- ◆ Staff is in the process of transitioning IT duties to a contractor pending Board approval in February.
- ◆ Staff is beginning work on converting the District's dashboards to be compatible with Amilia.

Diane Stanke, Director of Marketing and Customer Service

- ◆ The first meeting of the Citizen Marketing Advisory Committee was held on January 13, with four residents present who provided extremely useful program guide, marketing, and program registration insights.
- ◆ Tanya Fisher has been hired as the new Sponsorship Coordinator.
- ◆ PDOP is working with the VOP and other community organizations to promote the 2020 Census, Burbio, and the Lake Street Construction project.
- ◆ Bids will be opened and read on Monday, February 17, for the printing of the 2020-2021 brochure series.

Melissa Martinez, Communications and Marketing Manager

- ◆ Spring 2020 brochure will be delivered to all households in Oak Park on February 22 & 23. Resident registration begins on February 29.
- ◆ The Adult Sports/Youth sports EDDM postcard will be sent to 5,000 households in the Oak Park area the week of March 2, promoting adult sports and youth sports leagues.
- ◆ The Adult Q2'20 postcard will be delivered to all residents in Oak Park the week of March 2, focused on promoting adult programs.
- ◆ The C&M Team now has access to Facebook analytics data through Amilia where we are able to show the monetary impact behind our social media efforts. From December 14 – January 31, we spent \$1,659 in social media promoted posts delivering 294 website purchases, which equals \$171,852 in purchases of PDOP programs/events. We are very excited to start reporting on social media metrics as it relates to website purchase conversion values; moving forward, we will be compiling a monthly topline report and a quarterly, more in depth report.
- ◆ The C&M Team did a heavy push of the first E-Sports: Super Smash Bros gaming competition with social media, an email blast, and a flyer and within a week we generated 19 registrations surpassing the max of 13 participants. The team is excited about the gaming opportunity that Joe Lilly is bringing to life for the PDOP. There is definitely a high interest for this type of programming.

Scott Sekulich, Customer Service

- ◆ Summer camp registration began February 1 and went smoothly using our new software Amilia. Below are camp statistics as of Monday, February 3.

	2019 - Rectrac	2020 - Amilia
Registrations	5375	6154
Unique Individuals	981	1145
Unique Accounts	630	771
*CDM Accounts Used		15
*CDM New to Camps		4
*CDM Discounts Given		\$ 14,935.95

*Childcare Discount Membership

- ♦ The Wish List feature was rolled out just in time for camps and was widely used.
- ♦ Scholarship applications continue to come in and be processed. Promotion of the scholarship program has included: distribution to all government entities, to numerous community living facilities, and will be delivered to all private schools in the near future.

Paula Bickel, Director of Human Resources

- ♦ New Hire Orientation – eight new employees attended.
- ♦ Recruiting for FT General Maintenance Worker – Athletic Field.
- ♦ Promoted James Mikucki (PT Employee) to FT General Maintenance Worker position.
- ♦ Hired PT Sponsorship Coordinator.
- ♦ Recruiting for PT Volunteer Coordinator.
- ♦ Reasonable Suspicion Training provided to Supervisors and above.
- ♦ Paycom Applicant Tracking Training provided to Supervisors and above.

PARKS AND PLANNING

Chris Lindgren, Superintendent of Parks and Planning

- ♦ Holiday Lights are down from all sites.
- ♦ Removed bagworm infestation/pruned Ridgeland Common.
- ♦ All full-time Parks and Planning staff renewed 1st Aid Certification.
- ♦ Auxiliary heater was installed in the Conservatory foyer.
- ♦ An exhaust fan was installed in the Dole Ceramics room.
- ♦ Pumps have been replaced at the Conservatory, Stevenson, and Field Centers.

Susan Crane, Cheney Mansion and Special Events

Special Events

- ♦ Winter Fest has become a pop up event and with January's warm weather, we pushed to February in hopes of a cold blast. The event had 40 attendees.

Cheney Mansion

- ♦ The Mental Health Board of OP Township held their annual breakfast at Cheney for the first time to rave reviews and plans to come back next year.
- ♦ A corporate event and 2 private party bookings were held in the month of January.
- ♦ Programmers, including myself, try and keep the Mansion active in the slower months of winter and we held nine programs here in January including a return of a Princess Party event on January 24. Our

“Frozen” Castle Party was at capacity with 85 guests and a visit from Elsa and Anna! A dance party, crafts, dinner, and photo ops with the princesses was enjoyed by all. Our appointments for future events were brisk at 22, with 27% booking for events in 2020. Wedding rentals for 2020 are at 84% to budget through January 31.

Patti Staley, Director of Horticulture

- ♦ The Conservatory has welcomed 3,061 visitors the month of January averaging 99 visitors a day.
- ♦ The Conservatory has held 11 children’s birthday parties during the month of January celebrating with 181 kids.
- ♦ The East greenhouse shade cloth was replaced in December/January. The shade cloth is a vital part of how the greenhouse functions to help cool the space as well as protect young plants growing for the FOPCON plant sale and parks.
- ♦ Growing is underway and will be in full force in the months ahead for the FOPCON plant sale. We had a recent visit with our beneficial insect IPM consultant and have a weekly program in place, utilizing beneficial insects in our greenhouses.

SPECIAL FACILITIES

Bill Hamilton, Superintendent of Special Facilities

Rink and Pool

- ♦ Ice Show 2020 has 263 registrations compared to 246 last year.
- ♦ Infinite Style Synchro Level 1 team won 2nd place at Synchro Illinois, in Oak Lawn, IL. Infinite Style Synchro Level 2 team also won 2nd place at the Synchro Illinois competition.
- ♦ We will be completing our second Hockey in School visit at the end of February at Irving Elementary school where we are trying to grow interest in youth hockey among elementary aged students.
- ♦ Winter swim academy is going well, 13/29 classes are full.
- ♦ We are in the process of hiring summer seasonal staff.
- ♦ Staff is receiving quotes from vendors to price refinishing the large Activity Room’s hardwood sprung dance floor.
- ♦ Staff has hired an electrical contractor to monitor power coming into the building to determine if there are spikes or drops. There have been a number of unexplained equipment failures and we are attempting to determine if there is any issue with delivery of electricity that might be causing issues. Once we have the results, we will consult with Common Wealth Edison.
- ♦ Staff are receiving competitive quotes for the many pool supplies and equipment purchased each year. Chemicals, custodial products, lifeguard supplies and first aid supplies are researched for quality and price.

Jamie Lapke, Program and Operations Manager – Gymnastics

- ♦ The 11 week winter session of gymnastics classes started.
- ♦ The Girls Xcel Team competed at Leenda’s Island Adventure in Waukegan. Awards: Bronze Level- 1st place.
- ♦ The Girls team competed at Bravo Classic Meet at Bourbonnais. Team Awards: USAG Girls Level 2 - 1st place and USAG Girls Level 4 - 3rd place.
- ♦ The Boys USAG team competed at the Windy City Meet at UIC Pavilion. Team Award: USAG Level 4 D2 - 3rd place.
- ♦ GRC’s carpets were cleaned after programming at 9pm by Stanley Steamer. Carpets cleaned were the two spring floors in the practice space as well as the carpet by the customer service area, entry logo rug & runners leading to the customer service desk and vestibule.
- ♦ GRC was closed for MLK Day while the carpets dried.
- ♦ Oak Park Gymnastics hosted its third annual Boys Gold Medal Invite meet at Triton College. Team Awards: USAG Boys Level 4 – 1st Place and USAG Boys Level 6 – 1st Place.

Mike Loszach, Program Manager

School Age/Teens

- ◆ We are launching our first E-Sports competition against the Waukegan Park District on February 29. Our team is full with a waitlist for this exciting event!
- ◆ Clubhouse registration is underway for the 2020-2021 registration and we have already surpassed our current registration numbers from the 2019-2020 school year!

Early Childhood

- ◆ We are excited to add a Spanish Preschool program for the 2020-2021 school year! We already have a total of 21 students enrolled between the two classes.
- ◆ Our early childhood summer camp registration is off to a nice start with JR Spark being full most weeks and steady enrollment in our Adventure Weeks camp.

Nature/Adventure Programming

- ◆ Adventure summer camp registration is off to a strong start with several weeks already hitting the maximum enrollment including fishing, kayaking, and horseback riding for the 3rd-4th grade students
- ◆ We have our next School's Out Play Smart program scheduled for February 17, with ten students currently enrolled. Participants will spend their day off of school making masterpieces, conducting science experiments, and cooking treats.

Arts/Special Interest/Active Adults

- ◆ DSCAW summer camp registration is off to a fast start as we are excited to be offering such a wide variety of workshops for the students to participate in over the summer, as well as accommodate students that spend their morning at D97 summer school
- ◆ On February 10, the Active Adults enjoyed a fun trip to the Chicago Auto Show. Registration was full for this program.
- ◆ Our intergenerational series programs continue to pick up steam with family ceramics, sew easy, and family photography all being popular recent offerings.

Chad Drufke, Recreation Program Manager

Fitness/Sports/Dance/Races

- ◆ Fitness participation in mind body software continues to trend ahead of last year's pace thus far (up 14%).
- ◆ Circus participation is up 25% thus far this winter season. This is partly due to the addition of a new program called Aerial Arts II.
- ◆ Adult dance participation numbers are up 18% this winter. A new Argentine Tango class was added to the program portfolio this winter which has assisted in the growth of this program category.
- ◆ Preparation for the annual youth dance recital is underway. The selection of costumes as well as the picture day schedule are currently being worked on. The recital will take place May 2nd.
- ◆ 2020 FLW race registration is slated to begin March 1st.

Youth Sports

- ◆ We are partnering with Near West Huskies Rugby Football Club to bring forth two rugby training programs in the spring, Huskies Rugby for High School students and Jr. Huskies Rugby for Middle School students.
- ◆ After the first two weeks of Summer Camp Registration, our sports camps have reached the following fill rates: Rookies 47%, Veterans 44%, and MVP 57%.
- ◆ Our youth basketball leagues are coming to end with the 3rd-8th Grade League Championships taking place at OPRF High School Sunday March 8th.

Adult Sports/Martial Arts

- ♦ Adult spring soccer and softball league registration started in early February. Six of the seven leagues being offered are near or at capacity already.
- ♦ The 1st session of winter adult boxing has 11 enrolled adults. A 2nd session for the winter session will be offered in early March.
- ♦ All school locations have been solidified for our summer camps that utilize the schools. Circus, SCAW and sports camps will be utilizing the D97 schools this summer.

Memo

To: Kassie Porreca, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Kyle Cratty, Director of Finance

CC: Jan Arnold, Executive Director

Date: February 14, 2020

Re: January 2020 Revenue Expense Report



Statement

Attached with this memo are the January Revenue and Expense reports. The two reports are the Revenue Expense Report by Fund as well as the Summarized Revenue Expense Report. The Revenue Expense Report by Fund provides detail by revenue or expense type by fund. The Summarized Revenue Expense Report includes a snapshot by area of overall revenues and expenses. The Health Insurance Fund is a non-operating internal service fund and to better reflect this difference it is split into a separate section on each report.

The January Revenue Expense Reports highlights include:

Summarized Revenue Expense Report

- Community Programs are performing well year-to-date and compared to last year, due to strong Afterschool enrollments.

Revenue and Expense Report - by Fund

- Making trending assumptions through January can be difficult as there are still fluctuations that occur due to the deferred revenue cycle that is still in review with the District's auditors.
- The District did not receive any property tax receipts in the month of January. That is not uncommon as most property tax receipts are received in the months of February, March, July, and August.



January 2020 Summarized Rev Exp Report

PARK DISTRICT of OAK PARK

	<u>January-20</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Prior YTD</u>
<u>Operating Funds</u>				
Corporate Fund				
100000 Administration				
Revenue	\$21,944	\$32,517	\$21,944	\$31,036
Expense	\$202,989	\$196,327	\$202,989	\$145,383
Net	(\$181,045)	(\$163,810)	(\$181,045)	(\$114,347)
10++35 Conservatory				
Revenue	\$6,320	\$0	\$6,320	\$15,381
Expense	\$21,111	\$26,731	\$21,111	\$9,414
Net	(\$14,791)	(\$26,731)	(\$14,791)	\$5,967
100050 Parks and Planning <i>(as of 2019, consolidated Facilities budget)</i>				
Revenue	\$7,330	\$7,678	\$7,330	\$11,565
Expense	\$158,875	\$175,488	\$158,875	\$103,912
Net	(\$151,546)	(\$167,810)	(\$151,546)	(\$92,347)
Total Corporate				
Revenue	\$35,593	\$40,195	\$35,593	\$57,982
Expense	\$382,975	\$398,546	\$382,975	\$258,709
Net	(\$347,381)	(\$358,351)	(\$347,381)	(\$200,727)
IMRF Fund				
150000				
Revenue	\$0	\$996	\$0	\$0
Expense	\$26,943	\$23,000	\$26,943	\$13,059
Net	(\$26,943)	(\$22,004)	(\$26,943)	(\$13,059)
Liability Fund				
160000				
Revenue	\$0	\$1,018	\$0	\$152
Expense	\$9,780	\$8,202	\$9,780	\$4,375
Net	(\$9,780)	(\$7,184)	(\$9,780)	(\$4,223)
Audit Fund				
170000				
Revenue	\$0	\$56	\$0	\$0
Expense	\$0	\$0	\$0	\$0
Net	\$0	\$56	\$0	\$0
Recreation Fund				
200000 Administration				
Revenues	\$6,565	\$21,637	\$6,565	\$4,416
Expense	\$366,496	\$398,036	\$366,496	\$174,523
Net	(\$359,931)	(\$376,399)	(\$359,931)	(\$170,107)



January 2020 Summarized Rev Exp Report

PARK DISTRICT of OAK PARK

	<u>January-20</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Prior YTD</u>
200005 Communications				
Revenue	\$0	\$10,000	\$0	\$10,185
Expense	\$29,240	\$34,658	\$29,240	\$16,777
Net	(\$29,240)	(\$24,658)	(\$29,240)	(\$6,592)
20++51 Customer Service				
Revenues	\$0	\$0	\$0	\$0
Expense	\$30,480	\$29,960	\$30,480	\$21,490
Net	(\$30,480)	(\$29,960)	(\$30,480)	(\$21,490)
201025 Fitness				
Revenue	\$46,573	\$51,454	\$46,573	\$58,276
Expense	\$7,210	\$8,265	\$7,210	\$5,916
Net	\$39,363	\$43,189	\$39,363	\$52,360
201026 Youth Athletics				
Revenue	\$46,729	\$82,747	\$46,729	\$100,721
Expense	\$2,411	\$6,518	\$2,411	\$5,337
Net	\$44,319	\$76,230	\$44,319	\$95,384
201027 Adult Athletics				
Revenue	\$11,510	\$7,802	\$11,510	\$13,344
Expense	\$394	\$1,733	\$394	\$740
Net	\$11,116	\$6,069	\$11,116	\$12,604
201029 Teen				
Revenue	\$4,397	\$4,900	\$4,397	\$4,414
Expense	\$644	\$2,224	\$644	\$357
Net	\$3,753	\$2,677	\$3,753	\$4,056
201061 Community Programs				
Revenue	\$154,660	\$145,443	\$154,660	\$196,230
Expense	\$32,301	\$50,295	\$32,301	\$18,465
Net	\$122,359	\$95,148	\$122,359	\$177,766
201062 Fine Arts				
Revenue	\$46,271	\$60,757	\$46,271	\$55,364
Expense	\$4,967	\$8,852	\$4,967	\$5,664
Net	\$41,304	\$51,905	\$41,304	\$49,700



January 2020 Summarized Rev Exp Report

PARK DISTRICT of OAK PARK

	<u>January-20</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Prior YTD</u>
201063 Early Childhood				
Revenue	\$81,052	\$96,546	\$81,052	\$132,763
Expense	\$17,794	\$27,755	\$17,794	\$15,476
Net	\$63,259	\$68,791	\$63,259	\$117,287
Total Recreation				
Revenue	\$397,757	\$481,286	\$397,757	\$575,713
Expense	\$491,936	\$568,295	\$491,936	\$264,745
Net	(\$94,179)	(\$87,009)	(\$94,179)	\$310,968
Museum Fund				
210000				
Revenue	\$0	\$137	\$0	\$0
Expense	\$167	\$3,253	\$167	\$218
Net	(\$167)	(\$3,116)	(\$167)	(\$218)
Special Recreation Fund				
220000				
Revenue	\$2,417	\$4,022	\$2,417	\$2,417
Expense	\$114,243	\$121,440	\$114,243	\$113,548
Net	(\$111,826)	(\$117,418)	(\$111,826)	(\$111,131)
Special Facilities Fund				
250000 Administration				
Revenue	\$0	\$0	\$0	\$0
Expense	\$68,351	\$75,529	\$68,351	\$55,393
Net	(\$68,351)	(\$75,529)	(\$68,351)	(\$55,393)
2519++ Pools				
Revenue	\$21,209	\$2,306	\$21,209	\$58,689
Expense	\$4,992	\$16,791	\$4,992	\$4,125
Net	\$16,217	(\$14,485)	\$16,217	\$54,564
2520++ Rink				
Revenue	\$194,672	\$282,676	\$194,672	\$283,876
Expense	\$32,526	\$36,897	\$32,526	\$19,745
Net	\$162,146	\$245,779	\$162,146	\$264,131



January 2020 Summarized Rev Exp Report

PARK DISTRICT of OAK PARK

	<u>January-20</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Prior YTD</u>
2524++ Gymnastics				
Revenue	\$354,707	\$250,715	\$354,707	\$254,417
Expense	\$74,196	\$123,232	\$74,196	\$44,798
Net	\$280,510	\$127,484	\$280,510	\$209,619
2550++ Maintenance <i>(as of 2019, consolidated Dog Park budget)</i>				
Revenue	\$170	\$200	\$170	\$310
Expense	\$35,669	\$34,351	\$35,669	\$18,394
Net	(\$35,499)	(\$34,151)	(\$35,499)	(\$18,084)
2557++ Concessions				
Revenue	\$1,486	\$2,780	\$1,486	\$2,310
Expense	\$1,298	\$1,325	\$1,298	\$538
Net	\$188	\$1,455	\$188	\$1,772
Total Special Facilities				
Revenue	\$572,244	\$538,677	\$572,244	\$599,602
Expense	\$217,032	\$288,124	\$217,032	\$142,993
Net	\$355,211	\$250,554	\$355,211	\$456,609
Capital Projects Fund				
700000				
Revenue	\$547,661	\$1,776,005	\$2,454,118	\$161,455
Expense	\$945,276	\$2,487,500	\$3,117,599	\$2,350
Net	(\$397,615)	(\$711,495)	(\$663,481)	\$159,105
Cheney Mansion Fund				
850000				
Revenue	\$21,198	\$8,537	\$21,198	\$37,331
Expense	\$11,599	\$12,782	\$11,599	\$7,681
Net	\$9,599	(\$4,245)	\$9,599	\$29,650
<u>Non-Operating Funds</u>				
Health Insurance Fund				
500000				
Revenue	\$84,841	\$86,973	\$84,841	\$81,808
Expense	\$11,936	\$86,111	\$11,936	\$56,794
Net	\$72,905	\$861	\$72,905	\$25,014



January 2020 Revenue and Expense Report - by Fund

	<u>Operating Funds</u>										January Total	Budget YTD	Actual YTD	Prior YTD
	Corporate	IMRF	Liability	Audit	Recreation	Museum	Special Rec	Special Facilities	Capital Projects	Cheney Mansion				
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,752	\$ -	\$ -
Fees and Charges	\$ 11,076	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,484	\$ -	\$ 15,000	\$ 98,560	\$ 126,772	\$ 98,560	\$ 225,935
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Income	\$ 21,969	\$ -	\$ -	\$ -	\$ 465	\$ -	\$ -	\$ 3,579	\$ -	\$ -	\$ 26,013	\$ 27,799	\$ 26,013	\$ 36,197
Sponsorship & Donations	\$ 2,548	\$ -	\$ -	\$ -	\$ 6,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,648	\$ 13,131	\$ 8,648	\$ 11,913
Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,417	\$ -	\$ 363,004	\$ -	\$ 365,421	\$ 365,421	\$ 365,421	\$ 163,872
Program Revenue	\$ -	\$ -	\$ -	\$ -	\$ 380,638	\$ -	\$ -	\$ 496,180	\$ -	\$ 6,198	\$ 883,016	\$ 877,054	\$ 883,016	\$ 996,735
Total Revenue	\$ 35,593	\$ -	\$ -	\$ -	\$ 387,203	\$ -	\$ 2,417	\$ 572,244	\$ 363,004	\$ 21,198	\$ 1,381,658	\$ 1,437,928	\$ 1,381,658	\$ 1,434,652
Wages	\$ 184,094	\$ -	\$ 5,321	\$ -	\$ 145,409	\$ -	\$ -	\$ 118,182	\$ -	\$ 6,623	\$ 459,629	\$ 512,680	\$ 459,629	\$ 314,114
Contractual Services	\$ 81,797	\$ -	\$ 391	\$ -	\$ 11,340	\$ 128	\$ 114,243	\$ 11,683	\$ -	\$ 741	\$ 220,323	\$ 237,710	\$ 220,323	\$ 171,275
Materials and Supplies	\$ 8,537	\$ -	\$ 3,898	\$ -	\$ 10,287	\$ -	\$ -	\$ 22,112	\$ -	\$ 1,034	\$ 45,868	\$ 54,065	\$ 45,868	\$ 8,335
Benefits	\$ 33,751	\$ 26,943	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,694	\$ 55,988	\$ 60,694	\$ 45,428
Miscellaneous Expense	\$ 4,900	\$ -	\$ 170	\$ -	\$ 4,239	\$ -	\$ -	\$ 2,472	\$ -	\$ 615	\$ 12,395	\$ 86,656	\$ 12,395	\$ 22,728
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 12,906	\$ -	\$ -	\$ -	\$ -	\$ 40	\$ -	\$ 1,820	\$ -	\$ 488	\$ 15,253	\$ 36,369	\$ 15,253	\$ 8,980
Other Financing Uses	\$ 56,990	\$ -	\$ -	\$ -	\$ 320,322	\$ -	\$ -	\$ 60,763	\$ -	\$ 2,098	\$ 440,173	\$ 440,173	\$ 440,173	\$ 234,468
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,032	\$ -	\$ 13,032	\$ 168,333	\$ 13,032	\$ 2,350
Total Expense	\$ 382,975	\$ 26,943	\$ 9,780	\$ -	\$ 491,596	\$ 167	\$ 114,243	\$ 217,032	\$ 13,032	\$ 11,599	\$ 1,267,367	\$ 1,591,976	\$ 1,267,367	\$ 807,678
Net	\$ (347,381)	\$ (26,943)	\$ (9,780)	\$ -	\$ (104,393)	\$ (167)	\$ (111,826)	\$ 355,211	\$ 349,972	\$ 9,599	\$ 114,292	\$ (154,048)	\$ 114,292	\$ 626,974
	<u>Non-Operating Funds</u>													
	Health Insurance	January Total	Budget YTD	Actual YTD	Prior YTD									
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -									
Fees and Charges	\$ 12,188	\$ 12,188	\$ 12,221	\$ 12,188	\$ 11,212									
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -									
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -									
Sponsorship & Donations	\$ -	\$ -	\$ -	\$ -	\$ -									
Other Financing Sources	\$ 72,653	\$ 72,653	\$ 74,752	\$ 72,653	\$ 70,596									
Program Revenue	\$ -	\$ -	\$ -	\$ -	\$ -									
Total Revenue	\$ 84,841	\$ 84,841	\$ 86,973	\$ 84,841	\$ 81,808									
Wages	\$ -	\$ -	\$ -	\$ -	\$ -									
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -									
Materials and Supplies	\$ -	\$ -	\$ -	\$ -	\$ -									
Benefits	\$ 11,936	\$ 11,936	\$ 86,111	\$ 11,936	\$ 56,794									
Miscellaneous Expense	\$ -	\$ -	\$ -	\$ -	\$ -									
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -									
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -									
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	\$ -									
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -									
Total Expense	\$ 11,936	\$ 11,936	\$ 86,111	\$ 11,936	\$ 56,794									
Net	\$ 72,905	\$ 72,905	\$ 861	\$ 72,905	\$ 25,014									



Memo

To: David Wick, Vice President, Parks and Planning Committee
Board of Park Commissioners

From: Chris Lindgren, Superintendent of Park & Planning

CC: Jan Arnold, Executive Director

Date: February 14, 2020

Re: Professional Services – Rehm Park



Statement

Acquired in 1913, Rehm Park was originally called “South Park” but was subsequently renamed after Colonel Arthur D. Rehm, a member of the Park District’s first Board of Commissioners and its second Board President. The original park was designed by Jens Jensen, although little of Jensen’s design remains.

A site master plan for Rehm Park was completed in 2008, by Thompson Dyke and Associates. Master plan improvements started in 2011, with a total of \$250,000 allocated for improvements. Improvements included a revised play train foundation and track, a new train storage tunnel, playground surfacing, walkways, fencing and landscaping.

Discussion

Altamanu, Inc. updated the Rehm Master Plan in 2016. Altamanu, Inc. will provide the Landscape Architectural Services for \$69,650 and SMP Group Design Associates, LLC will provide Civil Engineering scope items as related for \$26,000 for a total of \$95,450 in professional fees as well as approximately \$1,200 in additional expenses.

The 2020-2024 CIP has \$800,000 allocated for construction costs for improvement at Rehm Park in 2020 and the District received a \$400,000 OSLAD grant bring the total to \$1,200,000. The improvements will include a new playground, entrance, picnic pavilion, restroom as well as bags and table tennis games.

Altamanu, Inc. will provide landscape architectural and engineering construction documents, accompanying project details and specifications, bid and permit assistance, and site observation of the construction phase of the projects, which will begin July 2020. Final completion of the project improvements is anticipated by end of the year.

Conclusion

The Parks and Planning Committee recommends the Park Board approve the authorization to engage Altamanu, Inc., Chicago, Illinois, for a total cost not to exceed \$96,650, to create project bid specifications and to provide oversight of construction for the Rehm Park Improvements. Altamanu, Incorporation’s fee is \$69,650, and will serve as the lead consultant and SMP Group Design Associates, LLC will be the sub-contractor with a fee of \$26,000.

Attachments: Professionals Fees: Rehm Park

July 17, 2019

Jan R. Arnold, MBA, CPRP
Executive Director
Park District of Oak Park
218 Madison Street
Oak Park, Illinois 60302

**Re: Fee Proposal for Professional Architectural & Engineering Services for Rehm Park
Playground and Site Improvements**

Dear Jan,

We are very pleased that you have requested a proposal from Altamanu Inc. to assist the Park District of Oak Park (PDOP/the Client) with the design and construction of the Rehm Park Playground and Site improvements.

We have teamed up with SMP Group Design Associates, LLC for Civil Engineering scope items as related to the design. The firm's principal, Jerry Pilipowicz, is very familiar with PDOP projects as he has worked on numerous park designs with the team.

The following fee proposal is for the preparation of design development, construction documents, bid assistance and construction observation for a new playground for ages 2 to 12 years, new/upgraded entries into the site, and associated site furnishings and amenities.

We anticipate the project will go out to bid in early 2020 with construction scheduled to begin in the summer of 2020 with Final Completion of the project improvements by mid-November 2020.

Survey

The Park District has a topographic survey date January 17, 2006. Due to the 13-year age of the 2006 survey, and site improvements undertaken since that date, the available survey should be updated for use in the preparation of construction documents for the playground/site improvements by a Surveyor engaged separately by PDOP.

Soil Borings

Since there are no apparent catch basins in the project area, we recommend that the Park District have two (2) soil borings performed to establish what types of soils and infiltration there is at the project site. The Geotechnical Engineer is not part of our proposal and is to be engaged separately by PDOP

MWRDGC WMO Permit

We will submit the Proposed Improvements Plan to the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for review and assessment by them to determine if there is a need for a

landscape architecture + urban design + planning

1700 w. irving park rd. + suite 202 + chicago, illinois 60613 + 773.528.7492 t+ info@altamanu.com

Watershed Management Ordinance (WMO) Permit. We expect a determination letter from MWRD that will state how to proceed with any storm water solutions if necessary.

Construction Items Scope

We understand the scope of this project to include:

- New playground for ages 2-12 years
- Play Grass Surfacing
- Concrete flush curb edging
- Underdrainage and connection to existing storm system
- Concrete loop path around playground
- Concrete sidewalks/ramps from public sidewalk into site
- Ornamental metal fencing section at playground's southwest side
- Benches, Relocation of existing Gaga Pit, Ping Pong Table, Baggo games and Trash Receptacles (concrete pads only-benches and receptacles by client)
- Bike racks and concrete pads
- Picnic Shelter with lighting
- Portland Loo and associated concrete pad
- Berm on southwest side
- New tree plantings and tree relocations
- Shrub plantings
- Sodded Lawn restoration

SCOPE OF WORK

The following is an outline of the "Scope of Work" to be carried out by Altamanu Inc. Please see attached "Exhibit A" for scope of work to be performed by SMP Group Design Associates, LLC.

TASK 1: PRE-DESIGN, DETAILED DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENTS

Goals: Develop and then finalize the relevant design elements as shown in the Final Concept Plan. Incorporate all Clients' comments and produce the final Construction Documents.

1. Meet/coordinate with Client to discuss next steps prior to the construction document phase. (Meeting #1)
2. Verify existing conditions using available site data such as surveys, aerial photos, and topographic maps. The Client will furnish Altamanu with an accurate base map, site survey and topographic map of the site. The map and survey will be at a working scale for the preparation of site improvements construction documentation for the site. The survey will show existing contours, detailed site features, and existing utilities to the center line of adjacent streets. The cost for survey is not part of this proposal and shall be the fiscal responsibility of the Client.

landscape architecture + urban design + planning

1700 w. irving park rd. + suite 202 + chicago, illinois 60613 + 773.528.7492 t+ info@altamanu.com

3. The Construction Documents will include the following (it is possible that some of these items will be shown on the same plans):
 - Detailed Final Landscape Plan (1"=20')
 - Layout and Dimension Plan (1"=20')
 - Enlarged Site/Landscape Plans as needed for clarity.
 - Site Detail Sheets - Layout/Dimensioned of Related Special Site Elements including: play equipment, site Furnishings--benches, play table, shelter, baggo games, trash receptacles, bike racks and concrete pads, concrete walk paving, concrete flush curbs, play grass surfacing, Portland Loo, ornamental metal fencing.
 - Grading and Drainage/Utility Details, utility connections, and electrical plans (SMP Engineering)
 - Grading and Drainage Plan (SMP Engineering)
 - Planting Details, Plant Schedules and General Notes
 - Related Technical Specifications (Altamanu and SMP)
4. Visit the site as needed to refine site design.
5. Coordinate with the Team to develop details of the Landscape Plan, specific site elements, materials palette, and planting design/palette as per Concept Plan.
6. Coordinate Landscape Plan with Civil Engineer's (SMP) Grading/Drainage, Utility, Electrical Plans.
7. Revise Opinion of Probable Costs to reflect adjustments to Landscape/Engineering Plans.
8. Prepare outline specifications and review Opinion of Probable Construction Costs as related to landscape/site elements.
9. Prepare and submit 50% Construction Set and Outline Specifications to Client for review.
10. Meet with Client to review 50% Construction Set. (Meeting # 2)
11. Coordinate Landscape Plan with Civil Engineer's (SMP) Grading/Drainage, Utility, Lighting Plans. (Internal Meeting # 3)
12. Coordinate with Village of oak park and MWRD (if necessary) and verify permit submission requirements.
13. Prepare and submit 90% Construction Set and Outline Specifications to Client for review.
14. Meet with Client to review 90% Construction Set. (Meeting # 4)
15. Make revisions and submit 90% Construction Set and Specifications to Client for final review.

16. Submit Final 100% Construction Documents Package and related Technical Specifications to Client for review and subsequently for bidding.

TASK 2: PERMITTING, BIDDING & BID ASSISTANCE

Goal: Assist in obtaining appropriate approvals as required for construction. Assist in the packaging and distribution of construction drawing sets and specifications to selected contractors for pricing. Bids will be reviewed, assessed and clarified with Client to assist in the selection of a contractor(s). Time tables and schedules for construction will be established with selected contractors.

1. Assist Client in submitting Permit Set for appropriate approvals and coordinate with Village of Oak Park and MWRD. (SMP will manage permit approvals)
2. Provide Client Construction Set prior to bidding for review. Assist Client with preparation of advertisement of project for placement in local paper.
3. Issue addenda as appropriate to interpret, clarify or expand the Construction Documents.
4. Coordinate with Client to assist in preparation of Bid Packages. Include Site Landscape Construction Bid Form, cover letter and related addenda with Bid/Drawing Package. Distribute Bid/Drawing Package to contractors on selected list.
5. Assist the Client in conducting a Pre-Bid Review Meeting with selected Contractors. (Mtg # 5)
6. Assist Client in preparing Bid Analysis for comparison of proposed bids.
7. Assist Client with the selection(s) of appropriate contractors.
8. Develop Landscape Installation Timetable with Client & Contractor.

TASK 3: CONSTRUCTION ADMINISTRATION & PROJECT CLOSEOUT

Goal: Provide on site review and observation of landscape construction related to the Site Landscape Construction Package and its Related Specifications

1. Provide on-site observation of site and landscape construction related to the Altamanu-SMP Landscape /Engineering Plans and their related elements. Visit site at intervals appropriate to the stage of landscape construction to review proper construction methods and adherence to the design intent. We estimate an average of one visit per week for the duration of construction. At this we will assume up to 14 site meetings. (Meetings #6 through #19). SMP will attend up to six (6) of those site meetings.
2. Make written reports regarding site construction progress for landscape improvements.

landscape architecture + urban design + planning

1700 w. irving park rd. + suite 202 + chicago, illinois 60613 + 773.528.7492 t+ info@altamanu.com

3. Review and respond to contractor's requests for information and provide interpretations and clarifications for the Construction Documents.
4. Review and approve samples of materials and shop drawings and assess change order requests.
5. Review contractor's request for payments.
6. Conduct a final on-site observation/inspection of Landscape Construction with Client and Contractor. (Meeting # 20)
7. Coordinate with Contractor so that Contractor provides Client with 'As Built' drawings of work installed during the construction phase.
8. Prepare a Final Punch List prior to final acceptance of job.
9. Prepare Final Sign-off after completion of Punch List Items.
10. Trouble shoot after construction is complete as related to landscape improvement items to close out the project. (we estimate 12 hours of effort for this task).

PROFESSIONAL FEES

Fees for the project are broken down by discipline and by tasks as follows:

Professional Fees

Total Landscape Architecture Fees (Altamanu)	\$ 69,650.00
• Task 1—Predesign, Design Development & Construction Documents	\$ 47,100.00
• Task 2—Permitting, Bidding and Bid Assistance	\$ 5,930.00
• Task 3—Construction Administration & Project Closeout	\$ 15,420.00
Total Civil Engineering Fees (SMP)	\$ 26,000.00
• Task 1 – Schematic Design	\$ 7,500.00
• Task 2 -- Design Development & Construction Documents	\$ 14,500.00
• Task 3 -- Permitting, Bidding & Bid Assist.	\$ 1,000.00
• Task 4 -- Construction Administration	\$ 1,500.00
• Task 5 – Electrical Engineering	\$ 1,500.00
Professional Fees Total	\$ 94,450.00
Estimated Expenses	\$ 1,200.00
TOTAL PROFESSIONAL FEES & EXPENSES (Altamanu & SMP)	\$ 95,650.00

The above estimated fees do not include reimbursable expenses which will be billed at direct expense. Reimbursable expenses related to this project shall include, but may not be limited to the following:

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • Transportation/Parking • Reproduction • Special Supplies • Photography | <ul style="list-style-type: none"> • Copies • Messenger/Delivery • Large Scale Scans • Soils Analysis/Consultation |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|

Professional fees and expenses will be billed monthly for work completed and are due within 30 days.

ASSUMPTIONS

- All base information (architectural building plans, site survey) will be provided by the Client to Altamanu.
- Site base information will be provided to in a form compatible with AutoCAD 2018 format.
- Any services beyond what is outlined above will be considered extra services and will be billed at our standard hourly rates.

ADDITIONAL TERMS

- Altamanu’s standard terms and conditions will apply and are attached.
- This scope of work is based on documents available as of this date.
- This agreement does not include: traffic, soils or environmental studies or property surveys.

landscape architecture + urban design + planning

1700 w. irving park rd. + suite 202 + chicago, illinois 60613 + 773.528.7492 t+ info@altamanu.com

- This agreement may be terminated by either party 15 days after written notice. Altamanu shall be compensated for all services performed up to this date.
- If the aforementioned terms are acceptable to you, we would appreciate the execution of this document in the space provided below and returning a copy to us for our files.

Altamanu appreciates the opportunity to provide the Park District of Oak Park with Landscape Architectural services.

Very truly yours,



Josephine Bellalta, PLA, ASLA
President

ACCEPTED BY:

Signature

Printed Name

Title

Date

EXHIBIT A

Civil & Electrical Engineering Services
SMP Group Design Associates, LLC.

For Rehm Park Playground and Site Improvements, Oak Park, Illinois
Park District of Oak Park

Dated

July 17, 2019

Not included at this time

Memo

To: Kassie Porreca, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Jan Arnold, Executive Director

Date: February 14, 2020

Re: Information Technology Contract



Statement

In 2019, our Technology Manager, Michael Elden, resigned his position due to his family's move to Colorado. The Park District has continued to expand our use of technology and the need for staff to possess a wide-range of information technology experience and expertise.

Discussion

The Park District of Oak Park has been seeking new IT staff for several months to assist with our District's technology needs. Kyle and I have undertaken a variety of options including meeting with IT recruiting firms, seeking resumes from a temp to hire business, agency's own job search, as well as discussion with IT consulting firms. Based on our findings, staff are recommending moving forward with outsourcing IT service and support.

A few key points:

- Noventech has nine (9) staff with a variety of skills, which will allow a broader skills set to support the District.
- A designated tech will be onsite a minimum of 16 hours per months.
- Agreement includes disaster backup (value approximately \$10K), which PDOP also needs.
- The agreement with Noventech will be approximately \$106,200. This is approximately the cost of the IT Manager (\$87,000 salary but benefits). PDOP will not hire the second full-time position as we evaluate the outsourcing, there may not be a need moving forward, which would save approximately \$90,000 (\$65,000 salary and benefits) annually.
- Joe Wright, owner, is the individual that PDOP has used to write all of our code for importing data into MPower over the past seven years. Thus we have confidence in his skills and responsiveness.
- Mutually agreed that after six months, if PDOP is not fully satisfied the District can end relationship.

Conclusion

The Administration and Finance Committee recommends engaging Noventech, Inc. of Wood Dale, IL, for information technology services and support for \$8,850 per month. Staff request approval for one year with the ability to extend based on service delivery.

Attachment: Managed IT Services Proposal and Scope of Work



Friday, February 14, 2020

Park District of Oak Park
218 Madison
Oak Park, IL 60302

Ms. Arnold:

Thanks for giving my company the opportunity to provide a Managed IT Services proposal to the Park District of Oak Park. We can utilize our knowledgeable team of IT professionals and our current Park District IT experience to provide you with fast response times and resolutions to your IT issues.

I have created a custom all-inclusive Managed IT Services plan for your organization. The plan pricing is based on the core infrastructure system complexity and hardware (routers, switches, access points, servers and other related hardware) and a per-user price.

Along with the plan below, we will also include these additional services:

- 10TB of Veeam Cloud Connect Storage (off-site replication for your backups).
- Failover for your current spam filter (if your spam filter becomes unresponsive our Barracuda Spam Firewall cluster will hold messages until your unit comes back online).

Utilizing these additional services that you don't have in-house will allow us to provide better disaster recovery preparation and provide additional redundancy to your internal systems.

Please let me know if there are any questions I can answer after reviewing the plan.

Thanks.

Joe Wright
Noventech, Inc.

joe@noventech.com

(630) 595-5200 x4501

Custom Managed IT Services Plan for the Park District of Oak Park

The custom PDOP Managed IT Service plan provides the following services:

- Guaranteed 1 Hour Helpdesk Response Time
- Unlimited Remote & On-Site Support.
- Real-time Monitoring of Network Services (Ensure critical network services are up and running)
- Ongoing Maintenance to Network Infrastructure
- Minimum 16 hours of on-site support per month.
- Discounted rate of \$115/hr. for any Out-of-Scope project work.
- Realtime Hardware Monitoring (Monitors Hard Drives, RAM, Temperatures and General PC Health)
- Application of Windows Updates & Third-Party Application Updates (Microsoft Office, Flash, Java, Adobe)
- **Includes Noventech Cyber Total Protection Plan**

The Noventech Cyber Total Protection package includes the following:

- Managed threat detection and response services to uncover and address malicious footholds that slip past your standard preventative defenses.
- Artificial intelligence based anti-phishing filtering and user testing framework.
- Monthly internal and external network security scans including dark web scans for compromised accounts.

Monthly Recurring Costs

Description	Monthly Price	Quantity	Cost
Core Infrastructure Maintenance & Management (17 Current Locations + 1 Future Location)	\$5250.00	1	\$5250.00
Per User	\$30.00	120	\$3600.00
Total:			\$8,850.00 / Month.

Printed Name _____ Signature _____ Date _____



Managed IT Services Scope of Work (SOW)

Exhibit A

The following table will provide a basis for determining what IT related tasks are considered In-Scope (covered and included in the Managed IT Service Agreement) and what tasks are considered Out-Of-Scope (billed hourly or as a project).

In-Scope	Out-Of-Scope
<ul style="list-style-type: none"> • Routine hardware checks, software updates, OS updates and 3rd party updates. • Installation of hardware and software. • Hardware and software troubleshooting. • Server backups, replication, testing and assisting with restoring files. • Maintenance and troubleshooting of network infrastructure, including switches, routers and Wi-Fi systems. • Troubleshooting connections between network devices such as computers and printers. • Management and troubleshooting of 3rd party email services such as GSuite and Office 365 (if utilized). 	<ul style="list-style-type: none"> • Maintenance and troubleshooting of any device not associated with an existing Park District of Oak Park location. • Hardware repairs to equipment not typically serviceable by general IT consultants such as printers, switches and routers. • Website updates and content generation. • Social media updates and management. • Custom software development and related programming services.



Managed IT Services Agreement

This Managed IT Services Agreement (“Agreement”) is made on Tuesday, February 4, 2020 by and between Noventech, Inc., hereinafter referred to as (“Provider”) and Park District of Oak Park, hereinafter referred to as (“Client”) to provide IT services, hereinafter referred to as the (“IT Services”).

WHEREAS, the Client hereby wishes to engage in Provider’s services to maintain, service and upgrade Client’s IT assets as provided in this Agreement.

NOW, THEREFORE, Provider and Client agree as follows:

1. Scope of Services

Provider will perform such infrastructure development, network maintenance and support services as are set forth in Exhibit A (Scope of Work).

2. Price and Payment

Provider is being hired on a fixed-price basis per item covered to perform the Services and provide the Services described above in Exhibit A (Scope of Work). Changes to current number of users covered under this agreement will cause a change in overall agreement price. The fixed price for this Scope of Work with its current users covered under contract can be found attached to this contract.

Additionally, services that are not covered under this agreement are eligible for discounted rates which are detailed with the plan selected.

3. Term and Termination

Unless terminated as provided herein, this Agreement will extend for a period of twelve (12) months and will automatically renew from month to month thereafter. Provider may terminate this Agreement without cause upon written notice, and Client may terminate this Agreement without cause upon sixty (60) day’s written notice. Additionally, if after 6-months, the Park District of Oak Park is not fully satisfied with the performance of Noventech the agreement can be cancelled without penalty. Either party may terminate this agreement upon written notice for material breach, provided, however, that the terminating party has given the other party at least fifteen (15) days written notice of and the opportunity to cure the breach. Termination for breach will not alter or affect the terminating party’s right to exercise any other remedies for breach. Upon termination of this agreement client may request all credentials and login information as it relates to their IT systems and network and will be willingly surrendered by the provider.

4. Obligations of Client



A. Client will immediately notify Provider upon learning of any significant problem with the performance of the network.

B. Client will cooperate with Provider in connection with its performance of the Services by providing access to Client's physical premises as reasonably necessary from time to time.

C. Client will allow a monitoring agent (to monitor computer health) and remote access utility to be installed on all managed computers under the terms of the agreement.

D. Client will, from time to time, purchase such software and hardware as may be reasonably necessary for the effective operation of its network.

E. Client will provide hands-on assistance to Provider in remote support situations when required, i.e. restarting computer, power-cycle network device, place disk in drive, etc.

5. Confidential Information

A. All information relating to Client that is known to be confidential or proprietary, or which is clearly marked as such, will be held in confidence by Provider and will not be disclosed or used by Provider except to the extent that such disclosure or use is reasonably necessary to the performance of Provider's Work.

B. All information relating to Provider that is known to be confidential or proprietary, or which is clearly marked as such, will be held in confidence by Client and will not be disclosed or used by Client except to the extent that such disclosure or use is reasonably necessary to the performance of Client's duties and obligations under this Agreement.

C. These obligations of confidentiality will extend for a period of one (1) year after the termination of this agreement, but will not apply with respect to information that is independently developed by the parties, lawfully becomes a part of the public domain, or of which the parties gained knowledge or possession free of any confidentiality obligation.

6. Warranty and Disclaimer

Client acknowledges that no computer system or software can be made completely stable or secure, and that Provider cannot guarantee the stability, safety or security of client's network or data. Provider warrants that the IT Services will be provided in a workmanlike manner, and in conformity with generally prevailing industry standards and the time frame, if any, set forth in the description of IT Services herein. Client is solely responsible for implementing and monitoring appropriate operational and security procedures, and for making appropriate backup copies of all data. THIS WARRANTY IS EXCLUSIVE AND IS IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY ORAL OR WRITTEN REPRESENTATIONS, PROPOSALS OR STATEMENTS MADE ON OR PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT.



7. Limitation of Liability

In no event will Provider be liable for any loss of profit or revenue by Client, or for any other consequential, incidental, indirect or economic damages incurred or suffered by Client arising as a result of or related to the IT Services, whether in contract, tort, or otherwise, even if Client has advised of the possibility of such loss or damages. In no event will Provider be liable for any loss of data that may occur, regardless of the cause of such loss of data. The total liability of Provider for all claims of any kind arising as a result of or related to this Agreement, or to any act or omission of Provider, whether in contract, tort or otherwise, will not exceed an amount equal to the amount actually paid by Client to Provider for the IT Services during the twelve (12) month period preceding the date the claim arises.

8. Indemnification

Client will indemnify and hold Provider harmless against any claims by third parties, including all costs, expenses and attorneys' fees incurred by Provider therein, arising out of or in conjunction with Client's performance under or breach of this Agreement.

9. Relation of Parties

The performance by Provider of its duties and obligations under this Agreement will be that of an independent contractor, and nothing herein will create or imply an agency relationship between Provider and Client, nor will this Agreement be deemed to constitute a joint venture or partnership between the parties.

10. Employee Solicitation/Hiring

During the period of this agreement and for twenty-four (24) months thereafter, Client will not directly or indirectly solicit or offer employment to or hire any employee, former employee, subcontractor, or former subcontractor of the provider. The terms "former employee" and "former subcontractor" will include only those employees or subcontractors of either party who were employed or utilized by that party on the Effective Date of this Agreement.

11. Non-assignment

Neither party will assign this Agreement, in whole or in part, without the prior written consent of the other party. This Agreement will inure to the benefit of, and be binding upon the parties hereto, together with their respective legal representatives, successors, and assigns, as permitted herein.

12. Arbitration

Any dispute arising under this Agreement will be subject to binding arbitration by a single Arbitrator with the American Arbitration Association (AAA), in accordance with its relevant industry rules, if any. The parties agree that this Agreement will be governed by and construed and interpreted in accordance with the laws of the State of Illinois. The arbitration will be held in Illinois. The Arbitrator will



have the authority to grant injunctive relief and specific performance to enforce the terms of this Agreement. Judgment on any award rendered by the Arbitrator may be entered in any Court of competent jurisdiction.

13. Attorneys' Fees

If any litigation or arbitration is necessary to enforce the terms of this Agreement, the prevailing party will be entitled to recover reasonable attorneys' fees and costs from the other party.

14. Severability

If any term of this Agreement is found to be unenforceable or contrary to law, it will be modified to the least extent necessary to make it enforceable, and the remaining portions of this Agreement will remain in full force and effect.

15. Force Majeure

Neither party will be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond the delayed party's reasonable control.

16. No Waiver

The waiver by any party of any breach of covenant will not be construed to be a waiver of any succeeding breach or any other covenant. All waivers must be in writing, and signed by the party waiving its rights. This Agreement may be modified only by a written instrument executed by authorized representatives of the parties hereto.

17. Entire Agreement

This Agreement together with any attachments referred to herein constitute the entire agreement between the parties with respect to its subject matter, and supersedes all prior agreements, proposals, negotiations, representations or communications relating to the subject matter. Both parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives.

Provider: Noventech, Inc.

Client: Park District of Oak Park

Name : _____

Name: _____

Signature: _____

Signature: _____

Memo

To: Kassie Porreca, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Jan Arnold, Executive Director

Date: February 14, 2020

Re: Intergovernmental Agreement – Parking



Statement

In December, I met with Cara and Tammie regarding the parking lots located at Highland Madison which are now owned by the Park District of Oak Park. A new Intergovernmental (IGA) Parking Agreement between the Park District of Oak Park (PDOP) and the Village of Oak Park (VOP) has been crafted to allow continued parking on the west lot until which time construction begins on the Community Recreation Center.

Discussion

The Parking Agreement addresses the following:

1. Village of Oak Park will be allowed to continue to sell 24-hour and overnight parking passes for a maximum of 30 vehicles.
2. Village of Oak Park will not be charged for access to this lot.
3. Village of Oak Park will maintain Lot 44 for their parking permit holders including new signage and snow removal.
4. Park District of Oak Park will provide 90 day notice to VOP so they can inform permit holder.
5. Village of Oak Park will work with the Park District of Oak Park to provide street parking on Adams for employees once the construction of the Community Recreation Center begins.

The Park District believes this agreement to be beneficial to the residents of Oak Park.

Conclusion

The Administration and Finance Committee recommends the Board approve the VOP and PDOP Intergovernmental Agreement for parking effective April 1, 2020.

Attachment: Intergovernmental Parking Agreement

**SUPPLEMENTAL INTERGOVERNMENTAL AGREEMENT
BETWEEN THE PARK DISTRICT OF OAK PARK
AND THE VILLAGE OF OAK PARK
REGARDING LOCATIONS FOR PARKING**

This Supplemental Intergovernmental Agreement Between The Park District Of Oak Park And The Village Of Oak Park Regarding Locations For Parking (this “*Agreement*”) is made as of February ____, 2020, by and between the Park District of Oak Park, an Illinois municipal corporation (the “*Park District*”) and the Village of Oak Park, Illinois, an Illinois home-rule municipal corporation (the “*Village*”).

R E C I T A L S:

A. The Park District and the Village (the “*Parties*”) previously have entered into parking agreements from time to time related to parking, and the Parties now wish to enter into this Agreement related to (i) temporary, Village-managed parking on Park District property and (ii) certain on-street parking for Park District employees.

B. The Park District owns property known as the “*Harvey Highland Property*.” The Harvey Highland Property includes two parcels of land. One parcel, known as Lots 56 and 58, (the “*CRC Parcel*”) is the land that abuts the south right-of-way of Madison Street between Harvey Avenue and Highland Avenue. The other parcel, known as Lot 44, (the “*Parking Parcel*”) is the land located at the southwest corner of Madison Street and Highland Avenue. The CRC Parcel and the Parking Parcel are depicted in Exhibit A attached to this Agreement.

C. The Park District intends to construct a community recreation center on the CRC Parcel and the Parking Parcel for public recreational purposes.

D. The Village currently maintains a parking lot within the CRC Parcel (the “*Existing Parking*”) on which the Park District and holders of Village permits (“*Permit Holders*”) park vehicles. The Park District has requested that the Village relocate the Permit Holders from the Existing Parking onto the Parking Parcel, and the Village has agreed to that request under the provisions of this Agreement.

E. The Park District has requested that the Village authorize a defined number of Park District employees to park their personal vehicles on Adams Street generally in the area between Harvey Avenue and Cuyler Avenue during regular working hours, and the Village has agreed to that request under the provisions of this Agreement.

F. The Park District and the Village desire to enter into this Agreement to jointly serve the needs of the local community, the Village, and the Park District.

NOW, THEREFORE, the Park District and the Village enter into this Agreement on the terms set forth herein.

Section 1. Incorporation of Recitals.

The recitals are incorporated into this Agreement as findings of the Park District and the Village.

Section 2. Impact on Existing Agreements.

The Parties acknowledge that this Agreement includes provisions that are or may be inconsistent with existing intergovernmental agreements between the Parties, including without limitation the intergovernmental agreement titled “License Agreement Between The Village Of Oak Park And The Park District Of Oak Park For Use Of Parking Facilities” (the “2015 Agreement”). The Parties agree that in each instance of an inconsistency between any provision of the 2015 Agreement and any provision of this Agreement, the provisions of this Agreement will apply and control. Further, the Parties agree that except for the provisions specifically stated in this Agreement, this Agreement does not supersede the terms of the other existing agreements between the Parties and those existing agreements remain in full force and effect in accordance with their terms and provisions.

Section 3. Relocation of Permit Holders; Standards.

A. Timing and Standards for Use of Parking Parcel. The Village will relocate the Permit Holders from the Existing Parking on to the Parking Parcel by March 31, 2020. Parking for the Permit Holders on the Parking Parcel includes Night and 24-Hour permits. The Village, at its discretion, may post signs, install markings, and otherwise prepare the Parking Parcel for use by the Permit Holders. The Village will be responsible for any necessary maintenance of the Parking Parcel for so long as the Parking Parcel it is being used by the Permit Holders.

B. Number of Permit Holders. As of the Effective Date, the number of Permit Holders is approximately 30. The Village, at its discretion, may continue to issue 30 parking permits for 24-Hour parking on the Parking Parcel, but the Village will not increase that number of parking permits.

C. Term of Use of Parking Parcel. The Village may continue use of the Parking Parcel by Permit Holders until the Park District notifies the Village in writing that disruptive development activities affecting the Parking Parcel will commence within 90 days after the date of the notice. The Village must discontinue the Existing Parking on the Parking Parcel within 30 days after the date of the notice.

Section 4. License for Adams Street Parking; Standards.

In consideration of the provisions of this Agreement, the Village hereby grants to the Park District a license, at no charge, for daytime on-street parking on Adams Street for up to 30 Park District employees (the “*On-Street Parking License*”) in accordance with this Section 4.

A. Management and Oversight of Permits. If requested by the Village, then the Park District will distribute on-street permits to its employees for the on-street parking, in a form satisfactory to the Village. The Park District also will be responsible for monitoring employee compliance with the terms of this Section 4. The on-street parking is for personal vehicles only.

B. Compliance. Park District employees must comply with the terms of the On-Street Parking License and any on-street permit. In the event of noncompliance by an employee, the Park District may suspend that employee's access to the on-street parking for a period of time determined by the Park District. In the event of repeated noncompliance by an employee, the Park District or the Village may terminate that employee's access to the on-street parking.

C. Location; Time Period. The License, and the on-street permits if any, authorize parking on Adams Street between Humphrey Avenue and Cuyler Avenue, between 6:30 a.m. and 6:00 p.m. In the event on-street parking on Adams Street becomes temporarily unusable due to repairs, construction, or other temporary disruption, the Village will designate a temporary location for parking within a similar, reasonable distance from the Park District's headquarters.

D. Term of License. The On-Street Parking License is valid for the term of this Agreement.

Section 5. Indemnity.

A. Indemnity by Park District. The Park District agrees to hold harmless, defend, and indemnify the Village against and from any and all claims, demands, damages, causes of action, suits, judgments, or liability of any kind, including attorney's fees, cost and expenses, which result or are alleged to result from claims of injury to person or damage to property arising out of any act or omission of the Park District under this Agreement, including its officials, officers, employees, volunteers, and agents. The Village agrees that, if such a claim is asserted or any such action is brought, then the Village will give notice to the Park District by telephone immediately when the claim or action is received by, or action is received by, or first known to, the Village and will give written notice to the Park District within five business days after the claim or action is received. The Village agrees to cooperate in the investigation and defense of any such claim or action, and that the handling and settlement of any such action shall be performed and concluded by the Park District. The delivery of written notification will include a copy of all pleadings if a complaint is filed or of all correspondence and exhibits of a claim is filed.

B. Indemnity by Village. The Village agrees to hold harmless, defend, and indemnify the Park District against and from any and all claims, demands, damages, causes of action, suits, judgments, or liability of any kind, including attorney's fees, cost and expenses, which result or are alleged to result from claims of injury to person or

damage to property arising out of any act or omission of the Village under this Agreement, including its officials, officers, employees, volunteers, and agents. The Park District agrees that, if such a claim is asserted or any such action is brought, then the Park District will give notice to the Village by telephone immediately when the claim or action is received by, or action is received by, or first known to, the Park District and will give written notice to the Village within five business days after the claim or action is received. The Park District agrees to cooperate in the investigation and defense of any such claim or action, and that the handling and settlement of any such action shall be performed and concluded by the Village. The delivery of written notification will include a copy of all pleadings if a complaint is filed or of all correspondence and exhibits of a claim is filed.

C. No Waivers of Defenses, Immunity, Rights. By agreeing to indemnify the other, neither the Park District nor the Village waives its right to assert any defenses or immunities available to them under the Illinois Local Government and Governmental Employees Tort Immunity Act or any other law. In addition, neither the Park District nor the Village waives its rights to limit its liability for injuries to its employees to that provided for in the Workers Compensation Act.

Section 6. No Assignment or Rights in Successors; No Third-Party Rights.

Neither the Village nor the Park District will assign any of its rights or benefits under this Agreement to any other entity or person. The rights and benefits under this Agreement are exclusive to the Village and the Park District and do not inure to any successors of the Village or the Park District. This Agreement has been written purposely and specifically in a manner that does not confer any rights on any third party.

Section 7. Notices.

All notices required under this Agreement must be made personally or by registered mail and must be addressed as follows:

<u>Notices to Park District:</u>	<u>Notices to Village:</u>
Executive Director	Village Manager
Park District of Oak Park	Village of Oak Park
218 Madison Street	123 Madison Street
Oak Park, Illinois 60302	Oak Park, Illinois 60302

Section 8. Effectiveness of Agreement.

This Agreement is effective as of the Effective Date for a period of 99 years.

Section 9. Amendments in Writing.

This Agreement may not be modified or amended except in writing signed by properly authorized representatives of both the Village and the Park District.

Section 10. Effective Date.

This Agreement will take effect on the last date of its execution by one of the Parties as reflected below (the “*Effective Date*”).

Section 11. Counterparts; Facsimile or PDF Signatures.

This Agreement may be executed in counterparts, each of which will be considered an original and together will be one and the same Agreement. A facsimile or pdf/email copy of this Agreement and any signatures thereon will be considered for all purposes as an original.

IN WITNESS WHEREOF, the Parties hereto have each caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

Park District of Oak Park

Jan Arnold, Executive Director

Date: _____, 2020

Attest:

Chris Wollmuth, Board Secretary

Date: _____, 2020

Village of Oak Park

Cara Pavlicek, Village Manager

Date: _____, 2020

Attest:

Vicki Scaman, Village Clerk

Date: _____, 2020

Memo

To: Chris Wollmuth, Chair, Buildings and Grounds Committee
Board of Park Commissioners

From: Maureen McCarthy, Superintendent of Recreation
Bill Hamilton, Superintendent of Special Facilities

CC: Jan Arnold, Executive Director

Date: February 20, 2020

Re: Annual Recreation and Special Facilities Department Reports



Statement

The Recreation and Revenue teams prepared the Annual Comprehensive Programming and Participation Report summarizing the completed 2019 Park District program year.

Discussion

The Comprehensive Programming and Participation Report, produced since 2005, details the various Recreation and Special Facilities Department areas, providing current and historical participation data, and financial data. Staff provides summaries of programs as well as data analysis, status of programs in 2019, and future directions. The report provides valuable information to the community and the Park District Board of Commissioners.

Conclusion

Maureen McCarthy and Bill Hamilton will be present at the February 20, 2020, Regular Board Meeting to present a summarized version of the report and to answer any questions the Board may have.



PARK DISTRICT OF OAK PARK 2019 Recreation Report



PARK DISTRICT
of OAK PARK

218 Madison St
Oak Park, IL 60302
(708) 725-2000
www.pdop.org

INTRODUCTION

The Program Participation Report was introduced in 2005. The report is developed and produced by Administration and Program staff.

The Park District's mission, vision, and values lay the foundation and set the direction of the agency. The Recreation department, with the mission in mind, work to develop program opportunities that are accessible to the community and integrated into the Oak Park living experience. Doing so requires that programs are relevant, innovative, quality based and focused on enhancing the participant's recreational experience.

The data provided in this report is consistent with what is being tracked in the MPower system as performance measures.

This report:

- Identifies program strengths and weaknesses, providing an understanding of where there is a need for program improvements;
- Provides data used to identify trends and creates a framework for improved program decision making;
- Creates a historical record for ease of reference; and
- Improves staff accountability and provides a benchmark for performance.

PROGRAM OVERVIEW

The programs offered by the Recreation Department include; fitness, adult and youth sports, day camps, afterschool, early childhood, special event, adult, senior and teen programs. Some of these programs typically receive tax subsidies and are expected to generate revenues, which at a minimum cover direct costs of programs.

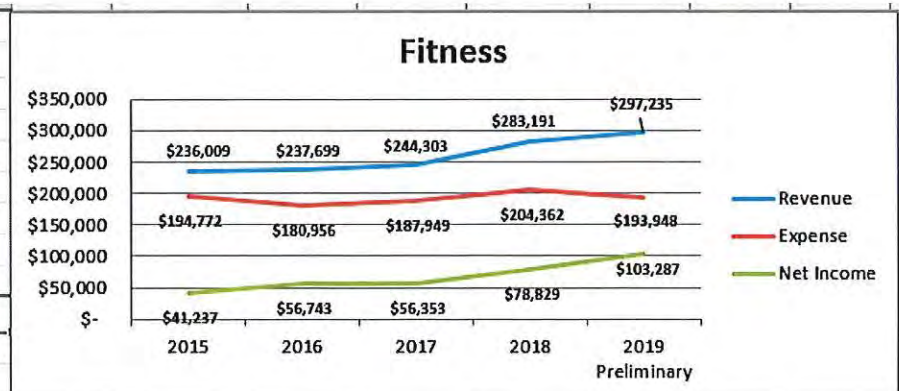
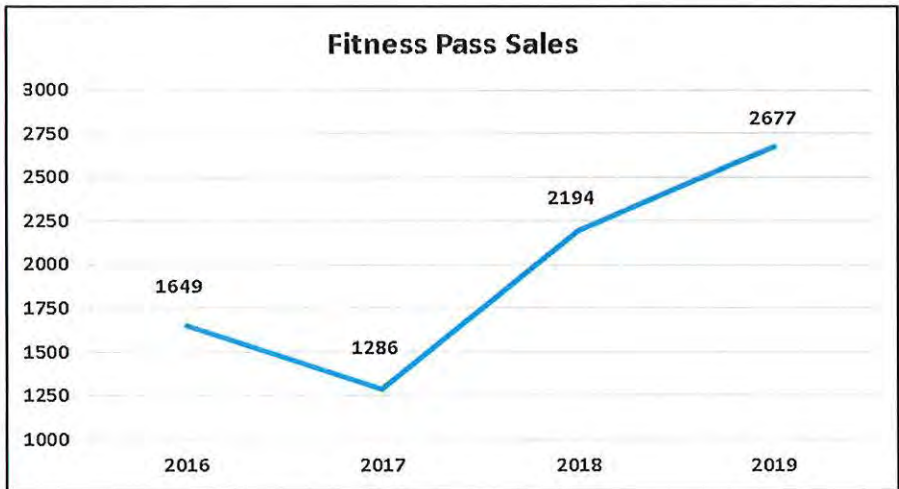


WELLNESS & MARTIAL ARTS



Wellness ...MINDBODY total pass sales increased 9% in 2019, with 3,303 sold versus 3,011 in 2018. Unlimited monthly memberships increased 3% in 2019 with 2,095 monthly memberships in 2019 versus 2,029 in 2018. Participation in 2019 increased 20% from 2018, equating to 20,182 workouts versus 16,714, and additional 3,468 more workouts in 2019. Our 4.9/5 star satisfaction rating was maintained from the previous year with 492 total reviews of our wellness programming. In January of 2020, we surpassed the 500 mind/body programming participant mark for any given week. We will be applying for the IAPD Power Play grants in 2020 to hopefully use towards additional wellness programming opportunities. The Wellness Committee continues to provide great wellness opportunities for our employees such as the biometric screening, walking challenges, nutritional information, etc. Genevieve Garcia was hired as Program Supervisor (Wellness, Dance, Circus, FLW race) in late August of 2019 and has already begun to improve upon the foundation that was built for wellness programming five years ago.

Martial Arts.... saw a 8% increase in number of participants from 2018 to 2019 with 100 additional people participating in our martial arts programs. Potential changes for 2020 include a switch of programming nights for the aikido program which currently on Friday night and feedback indicates that it may not be the best night for growth so we are evaluating moving it to Tuesday nights.

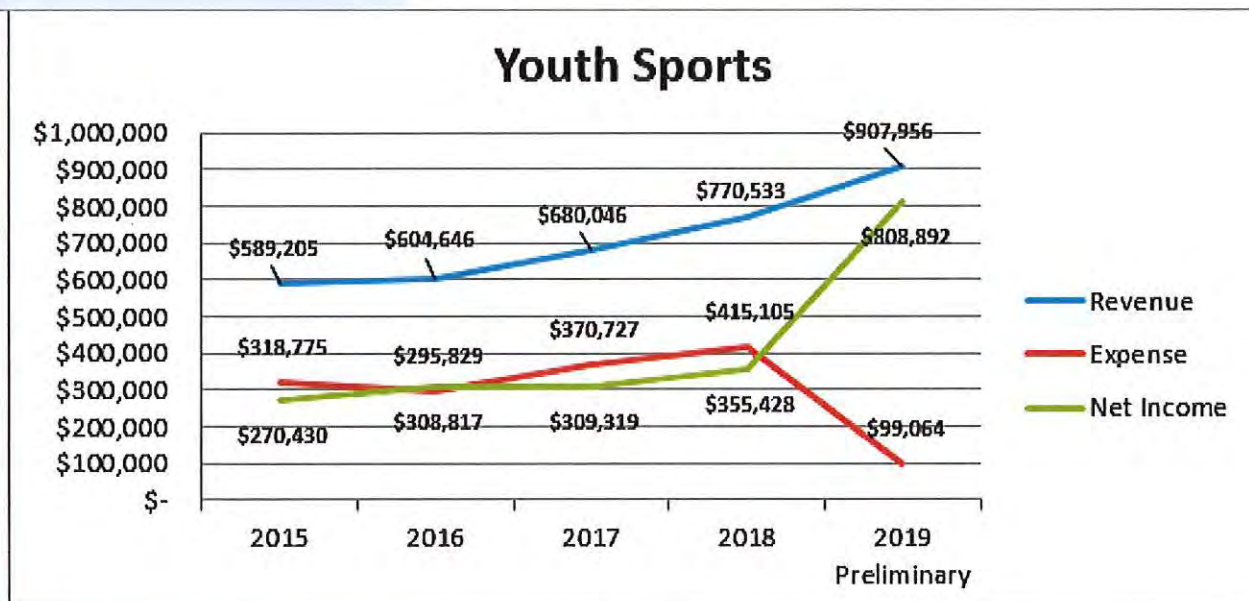
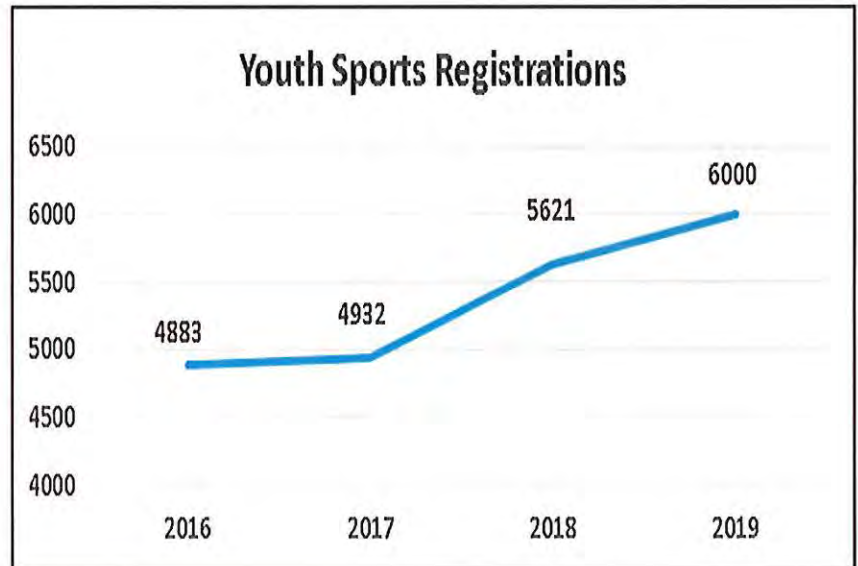


YOUTH SPORTS



Youth Sports...Youth sports saw a 6% increase in participation in 2019 with an additional 377 participants from 2018.

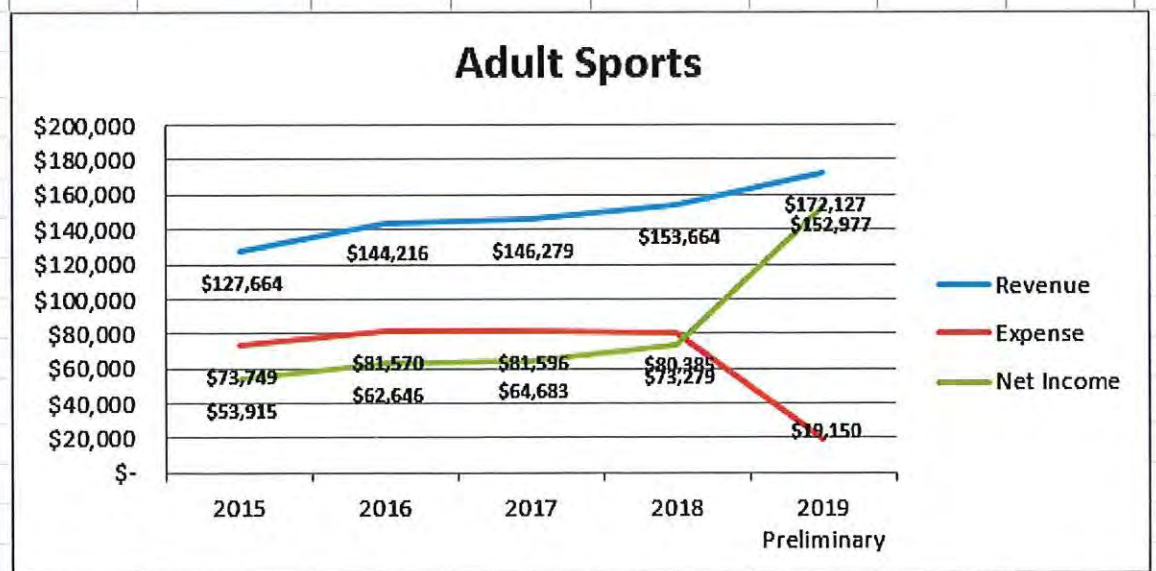
Additional programming assisted in the 6% increase. We added a 2nd session of our grade 1-2 youth basketball league in 2019. Youth boxing as well as youth ninja warriors was added to the youth sports programming portfolio which helped with the 6% increase. We continue to seek partnerships with local established youth sports entities to not only add quality programming but also to curtail some of the outside youth sports programming competition. An example of this in 2020 will be partnering with the local youth rugby program to offer non-contact youth rugby this year. We are also exploring offering youth ultimate Frisbee with a local organization as well. Pedro Flores was hired as the new Youth Sports Supervisor in December 2019 and is excited to continue to grow the program.



ADULT SPORTS



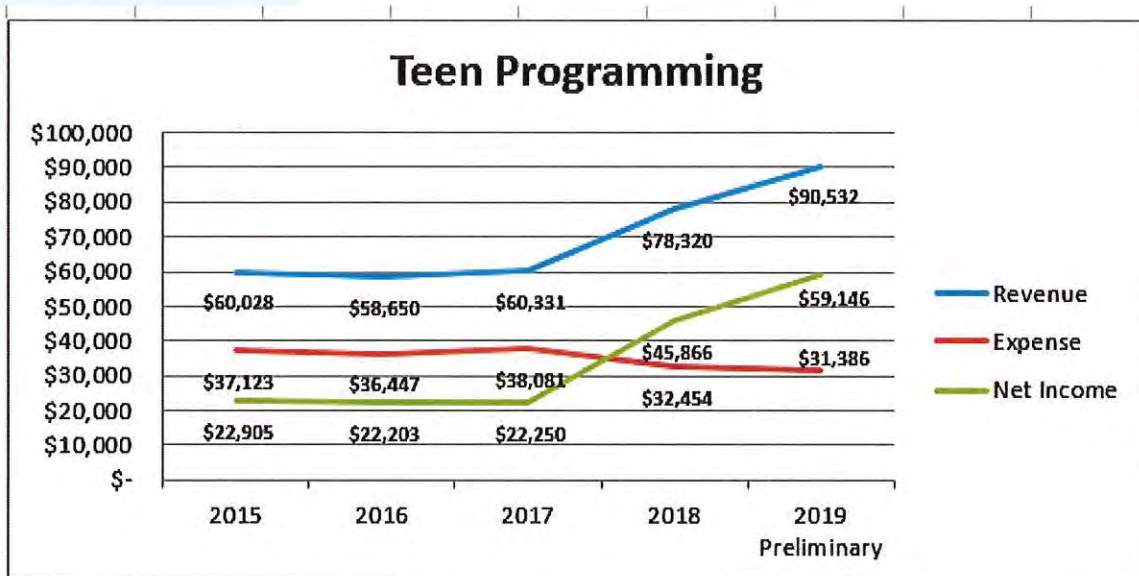
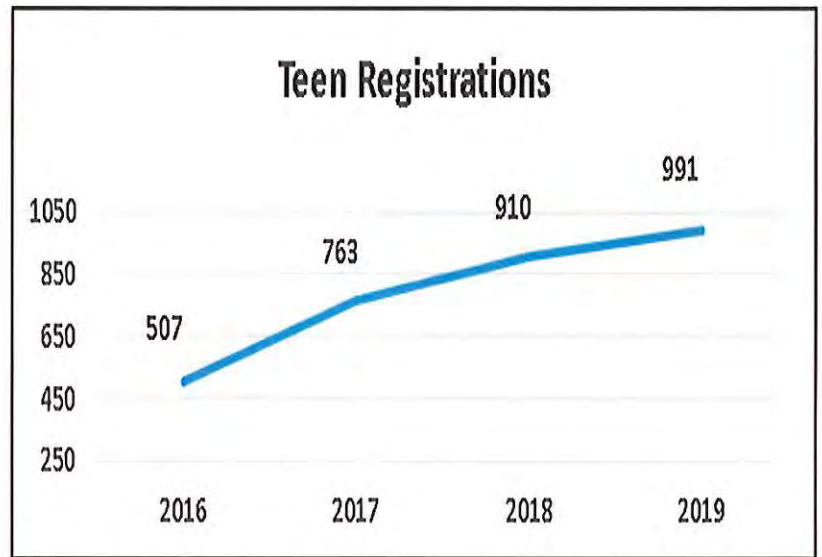
Adult Sports....Adult sports saw a 12% increase in revenue from 2018 however saw a drop in total participation. This is due to the fact that roster sizes for leagues will fluctuate year to year. For example we could have an increase of total teams in any given league which increases revenue however, teams that had 20 players on their roster the year before may only have 15 players on their roster this year hence the drop in participation. Leagues continue to stay consistent in terms of team participation with quality of the leagues always in mind hence the high retention rate. In 2019, a focus was geared to individual adult sport programming. We added new programs like boxing and ninja warriors. We also increased the number of offerings in our adult pickleball program that saw growth in 2019. In 2020, we look to offer new programming such as adult kickboxing and adult indoor futsal.



TEENS

Teens...Teen programming is provided for youth between the ages of 11 and 18. Activities include camps, trips, events, and classes. The most successful area of teen programming are the teen camps. Total teen registrations increased by 9% in 2019 as a result of the success of our Middle School's Out Trips and Summer Camps.

The Park District hopes to build off of this momentum in 2020 and grow teen participation even further through the implementation of more frequent and diverse special events as well as expanding our current offerings.



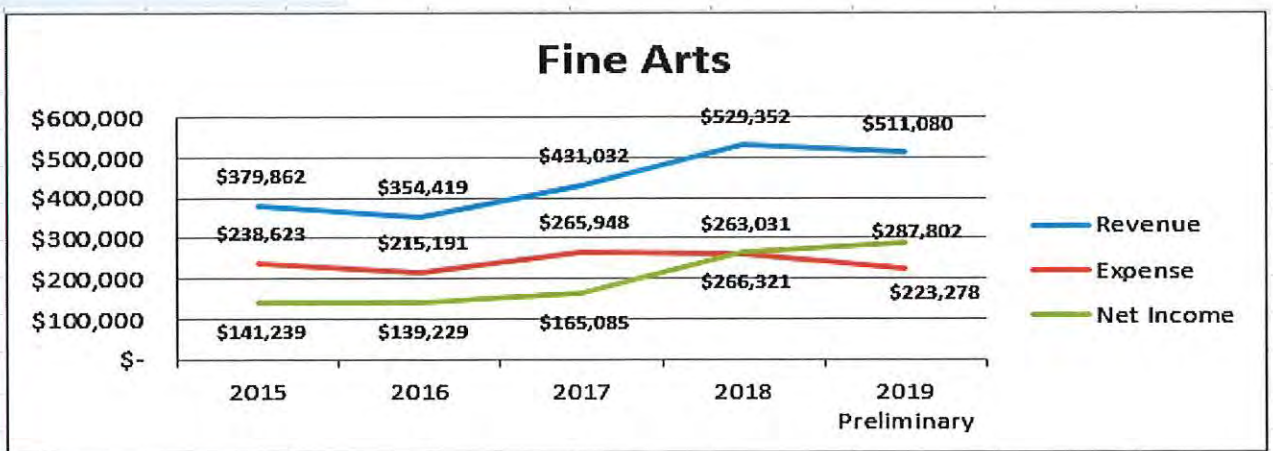
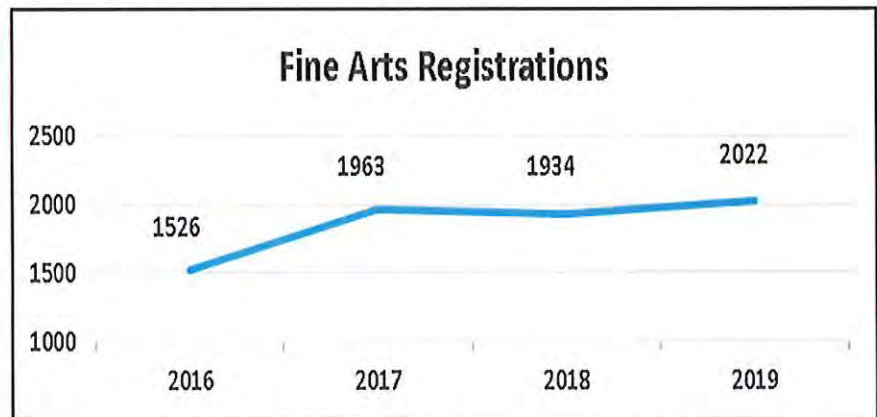
FINE ARTS



Fine arts...Fine arts programming is focused on three different areas including performing arts, culinary arts and visual arts. Summer camp programming makes up a large part of the fine arts budget with 1,194 fine arts summer camp registrations in 2019.

Fine Arts launched several new intergenerational programs in 2019 including Knitting, Improvisation, Cultural Creations, Art History, Lapidary Arts, Ceramics, Photography, Sewing, DIY, Mixed Media, and Creative Writing. Registration has increased by 4.4% overall. We also gained significant studio space with the acquisition of the Dole Center, giving us ample room for more growth. In 2020 we will continue to add new programming with a focus on music.

Dance continues to show significant growth and exceeded 2018 budget by 85%; participation increased 89% at 1,131 in 2018 versus 596 in 2017. The Dance Performance Team was introduced in 2018 as a way to offer a year-round program for those dedicated to dancing long-term. This was highly successful and a program that we will build upon in 2019. The Circus program exceeded 2018 budget by 13% and achieved a 25% growth over 2017. We introduced Mini Circus Workshops in 2019 as a way to increase excitement and interest in the art from a young age. Our registration reached capacity on the first workshop offered this year. We have also added a Circus Performance Team to the program portfolio as of January 2019. These artists will perform at our community events and assist in creating awareness of the Circus programming we offer.



EARLY CHILDHOOD



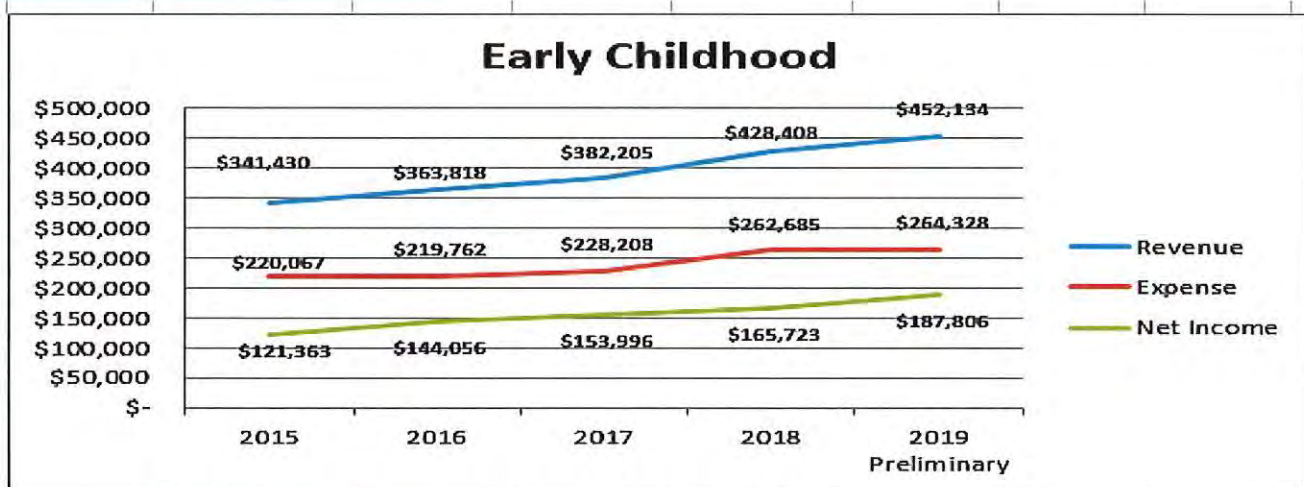
Early Childhood... Early Childhood Enrichment programs are geared towards children ages three months through seven years of age, with parental participation included in various socialization, conceptual and movement classes. Playschool, Preschool, and Pre-Kindergarten classes educate two to five year olds and focus on social, emotional, motor and cognitive development, as well as kindergarten-readiness skills.

Overall, Early Childhood revenue increased by \$22,816 from the previous year. Spanish Preschool and a longer Playschool class, along with Pre-K, will be offered at the expanded Carroll Center for the 2020-21 school year. Parent participation has increased due to a staff emphasis on communication and relationship-building opportunities. Once again this year, at least ten students in need of intervention services were connected with outside agencies like West Suburban Special Recreation Association (WSSRA), School District 97, or Early Intervention (EI) for diagnostic and/or therapeutic support.

Cubhouse participants consisting of very young children, along with their accompanying adults, enjoyed new materials plus dynamic stories, art projects and music from enthusiastic staff members. The addition of afternoon hours on Tuesdays and Thursdays has been a welcomed expansion.

Our Enrichment program utilized the Cubhouse, as well as other locations this year, which was met with approval. The primary target is to develop creativity, resiliency, and flexible thinking, as these are crucial in the development of 21st century skills.

An increase in parent/guardian and outside volunteer participation continues to be a goal for 2020. About 50 Preschool parents attended coffees related to topics relevant to young children, and EC programming. Cubhouse will be utilized for more enrichment classes and drop-in programs that occur during the week and weekend.

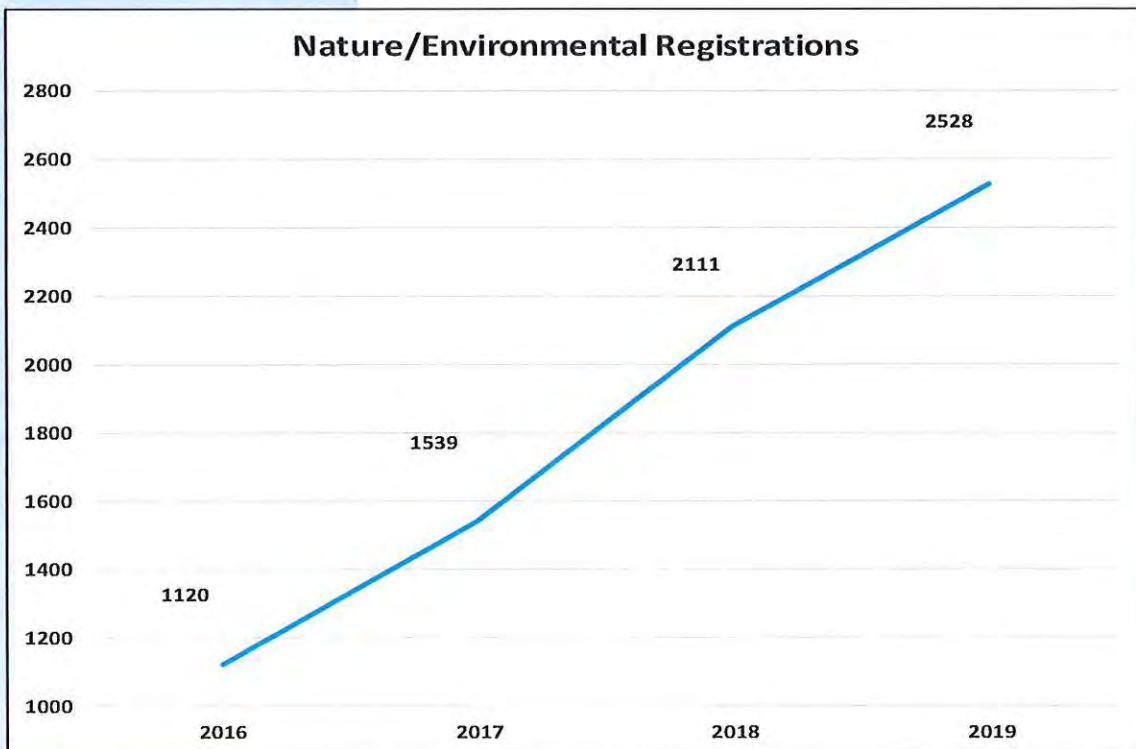


Nature & Environmental



Nature & Environmental... Nature and Environmental programming is provided for early childhood, youth, families and adults, at the Oak Park Conservatory, Austin Gardens Environmental Education Center, Fox Center and Cheney Mansion. Programming includes camps, lectures, classes and events. The number of programs offered and attendance at the programs continues to grow each year. In 2019 we had 2,528 total Nature/Adventure program registrations which was a 19.7% increase from 2018. Our nature camps have established themselves as some of our most popular camps as our campers get to experience sailing, rock climbing, and horseback riding adventures! We also reviewed and restructured our science camps in 2019 which resulted in more than doubling enrollment and revenue in that area. We expanded our archery offerings in 2019 to keep up with the demand we were seeing for these programs. We are looking to continue our momentum with this type of programming in 2020 by adding more adventure opportunities for the teens in our community

***Revenue and Expense for this area is split in Community Programs, Day Camps and the Conservatory.**



COMMUNITY PROGRAMS & EVENTS



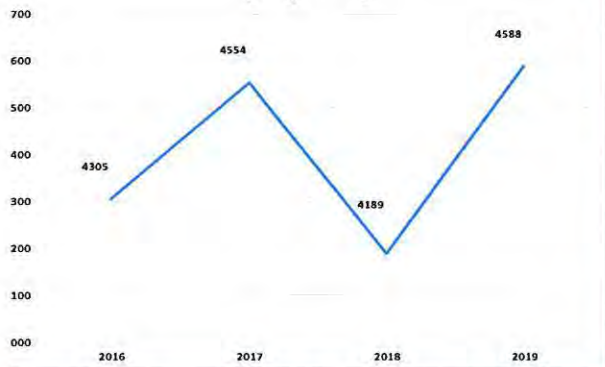
Community Programs & Events...Community Programs & Events includes events such as: A Day in our Village, Frank Lloyd Wright Races, Fall Fest etc., as well as programs such as the Clubhouse afterschool program, Day Camps, and Active Adult programming. The 2019 FLW race was up in total participation from 2018 by 23% (1,721-2018, 2,128-2019). With the race industry as a whole in a decline this increase is particularly good to see. We hope to expound upon this for the 2020 race! Once again we offered the Triple Crown option where runners could participate in all 3 Oak Park races and receive a medal after the FLW race which is the last race on the circuit. The Egg Hunt for 2019 was a bright, yet cool day but still brought out over 700 residents throughout the morning for dashing to find eggs, games, coffee and donuts and photos with the Easter Bunny. It was held once again at Maple Park along the playground and the open meadows. Day in Our Village was moved for the first time to Mills Park allowing easier access to the Village's portion occurring in Scoville Park. Pleasant Home opened up for free tours and the park was filled with fun rides and inflatables for a broad age range, a DJ with great music and dance and fitness showcases from our dance and fitness group and new this year a sidewalk chalk art contest. Beautiful works of art on the sidewalk were left to be enjoyed until the next rainstorm. Our movies in the Park and Concerts in the Park this summer continued to be popular with varied genres of music and a wide appeal of movies. Fall Fest was a bit dark and stormy and caused us to move many of our activities to the street on East Ave. The weather cleared and happily we did end up with about 1,000 patrons in attendance. The Free pumpkins at the Conservatory were all given away to residents. For the first time we had hayrides pulled with 2 vintage tractors, a giant slide and an inflatable corn maze. Holiday events at Cheney are busy for the three weeks leading up to Christmas with numerous events appealing to young and old alike. Donations for Sarah's Inn in Oak Park and Beyond Hunger are generously given by attendees from Breakfast, Lunch and Tea with Santa and the Cheney Mansion Open House.

Active Adults programs have a new Program Supervisor, Megan Ulczak. Since September, she has taken over the trips and activities with enthusiasm and is working hard to grow our membership and participation numbers. The first "Father Christmas" (Victorian themed) at Pleasant Home was a success with over 100 people in attendance. 2019 includes plans for future special events in partnership with Pleasant Home.

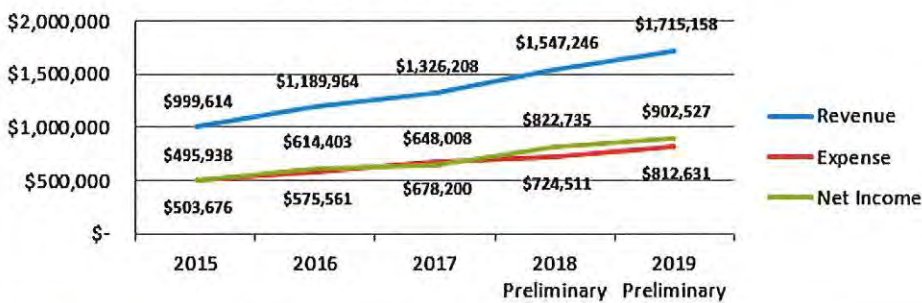
The Clubhouse afterschool program continued to expand in 2019 as we increased the maximum enrollment at Carroll Center to 64 participants. Plans to improve the Carroll center building and the school's willingness to loan the

program space, led to this possibility. Additionally, due to the popularity at Field Center Clubhouse, we increased enrollment to 24 participants. This has led to an overall increased enrollment of 36 more participants than the 208-

Community Program Registrations



Community Programs



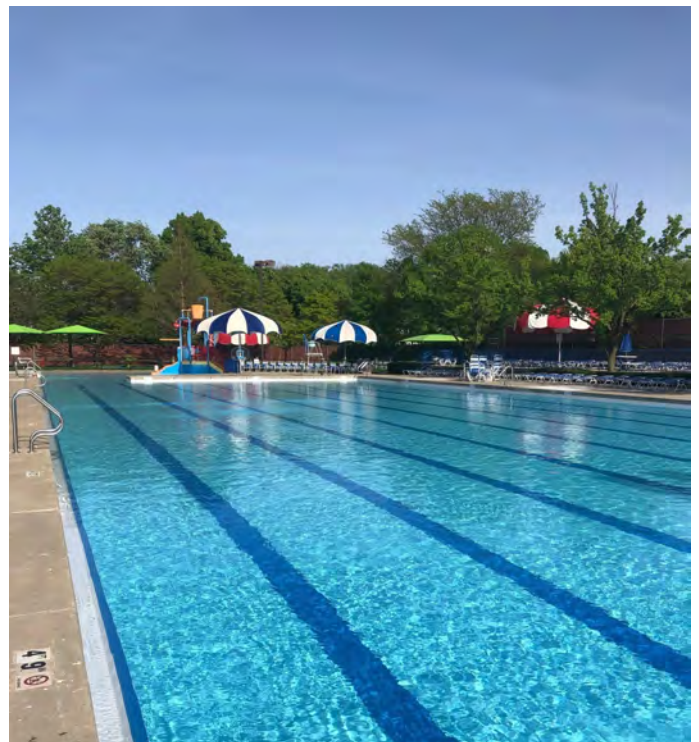
Summary

The recreation team delivered another record breaking year of programs and services to our community. Our largest areas of growth for 2019 were youth sports, dance, nature and adventure programming. Staff continue to monitor trends and listen to our residents to find out what they would like us to offer. In 2019 we merged with the Senior Citizens Center of Oak Park and River Forest and opened a senior center at the Dole Center. The center helps us continue to reach out to provide programs and services for the adults and seniors in our community. We also rolled out our Pop Up Bike the summer of 2019. The bike stopped at 2 parks a day and engaged with park patrons through games and crafts. In 2020, the team continues to find ways to collaborate with other organizations to help serve more residents. We will continue to deliver programs with our partners such as Neighborhood Nights that is done in collaboration with the Library, the Early Childhood Collaboration and other partner organizations. We continue to strive to meet the recreational needs of our community.

We were excited to launch the new child care discount for our residents. This program will help us provide equitable access to childcare programs, including the clubhouse afterschool program and most full-day summer camps. We opened summer camp registration on February 1st and issued 15 different scholarships to day camp with 4 recipients being new to our programs. We will continue to monitor the program and are thrilled to be able to help all residents access quality childcare.



PARK DISTRICT
of OAK PARK



PARK DISTRICT OF OAK PARK

Annual Special Facilities Report—2019



218 Madison St
Oak Park, IL 60302
(708) 725-2000
www.pdop.org

INTRODUCTION

The Special Facilities Department of the Park District of Oak Park is pleased to present the Special Facilities Annual Report. The report encompasses the 2019 calendar year for the Pool, Ice Arena, Gymnastics and Dog Park operations. Participation data is presented for all major areas of Special Facilities operations including financial data.

The Park District's mission, vision, and values lay the foundation and set the direction of the agency. The Special Facilities Department, with the mission in mind, develop and offer quality programs that are accessible to the community based in facilities that are well maintained, safe and clean. Staff relies on an innovative and standard based approach, with the focus on the customers and their experience, to provide quality programs, quality customer experiences and quality facilities.

The data provided in this report is primarily taken from the performance measures tracked in M-Power.

This report:

- Helps to identify program strengths and areas for improvement.
- Presents data that is useful to identify trends and creates a framework for improved decision making.
- Creates a historical record for ease of reference.
- Contributes to staff accountability and provides a benchmark for performance.

SPECIAL FACILITIES OVERVIEW

Special Facilities is responsible for operating and maintaining the Ridgeland Common Recreation Complex, the Gymnastics and Recreation Center, Rehm Pool and the Ridgeland Common and Maple Park Dog Parks. Special Facilities staff is also responsible for developing and maintaining the many programs that are offered within these facilities, including drop-in programs such as public swim and gymnastics center pre-school playtime, along with a multitude of classes, camps, rentals and special events. The department is annually expected to generate revenue in excess of operating costs in order to support the Park District's Capital Improvement Plan. The amount of the annual capital contribution is determined by the Business Operations Department during the annual budget cycle, which is based on departmental performance and revisions to the Capital Improvement Plan, among other factors.

Pool Summary

About the Pools

The Park District of Oak Park operates and maintains two outdoor neighborhood pools within the Oak Park community. Rehm Pool, located at 515 Garfield, is the larger of the two pools with a capacity of 775 swimmers. Rehm Pool features, three bodies of water including a diving well, main pool and wading pool. Features include: two drop slides, a spray play feature, and a zero entry pool attached to a traditional 50 meter pool. There is also play area, a rubberized surface, shade, a teeter tauter, spinning toy and a small interactive water feature added in 2019. Ridgeland Common, centrally located at 415 Lake St, has a capacity for 525 swimmers and features a 50-meter pool with an attached diving well, separate wading pool with a small penguin slide and interactive spray play features.

Ridgeland Common pool opened as an extensively renovated and rebuilt facility in 2014. Rehm Pool, built in 1967, was renovated in 1997, with numerous improvements being made since, including the addition of a new filter system, play feature, climbing wall and family changing rooms.

The pools are an important community asset providing the opportunity for daily recreation, fitness, and the ability to learn valuable lifesaving skills. The pool facilities also provide approximately 200 swim team members the opportunity to train in 50 meter pools.

Executive Summary

Weather to kick of the pool season in general was cool the first 4 weeks of the season, slowing pass sales and keeping pool attendance low. Pass sales for the season were slightly down from last year. A late season sale helped to boost pass sales late in June that were lagging due to poor weather early in the season. Attendance was similar to last year, however it was lower at Rehm and higher at Ridgeland than 2018. The pools host several camps from local organizations as well the Park District's own camps. As a result thousands of children regularly get to enjoy the pools and learn to be safe in water whom otherwise might not be able to. Ridgeland Common Camp participation continued to grow to its highest participation level to date. Team Millennium swimmers practiced daily at Rehm Pool, and Tops, with larger team rosters this year, did the same at Ridgeland Common. The Annual Tops Swim meet took place on Father's Day weekend. New for this year, all meet participants were charged an \$8.00 participation fee collected by TOPS with team registration and paid to the Park District of Oak Park. This is a common practice for Swim Meet participation across the Chicagoland area. Aqua fitness classes, run by the Recreation Department, continued to have strong participation.

Under the leadership of Manager, Kayla Fauria, the guard staff were well trained and performed well continuing the tradition of quality and safety at the pools. Staff recruited heavily from Morton High School, attracting 20 individuals who helped to round out the staff.

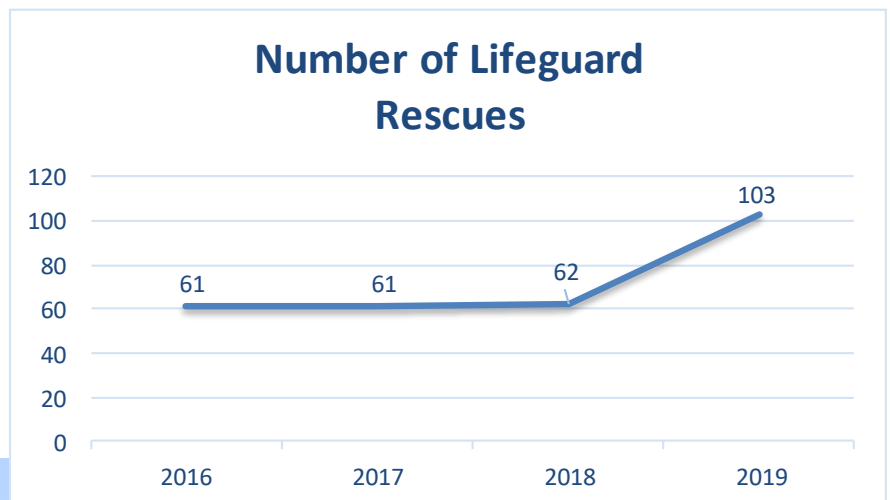
Lifeguards

Lifeguards

For the summer of 2019, 122 lifeguards were certified and received their Ellis and Associates lifeguard license. Lifeguards in 2019 came from OPRF High School, Trinity High School, Fenwick High School and Morton West High School, as well as our college and university staff.

Lifeguard staff were divided into “families,” indicated by their lanyard color. Each family had an Aquatic Facility Coordinator (AFC) “Parent” who was their go to person if they were having any issues or needed guidance at work. In the summer, “families,” have shown opportunity to involve every lifeguard and give them a sense of belonging to the team. At the end of the summer, the families then competed in Guard Games which consisted of trivia, team building and lifeguard skills. The winning family then signs the Golden Ring Buoy which is displayed in our guard office.

Prior to the summer, two Aquatic Facility Coordinators were sent to Instructor School to learn how to improve lifeguard training and also assist with certifying the lifeguards. The instructors also led pre-season, as well as weekly in-service trainings throughout the summer. There were a total of 103 rescues between both of the pools, which is a significant increase from past summers. Most of these rescues were “routine” in nature, all being non or weak swimmers. Rescues ranged from patrons 1 to 62 years old. Summer 2019 there was a significant increase in adults being rescued. The lifeguard team exceeded all three audits summer 2019.



Pool Passes and Public Swim

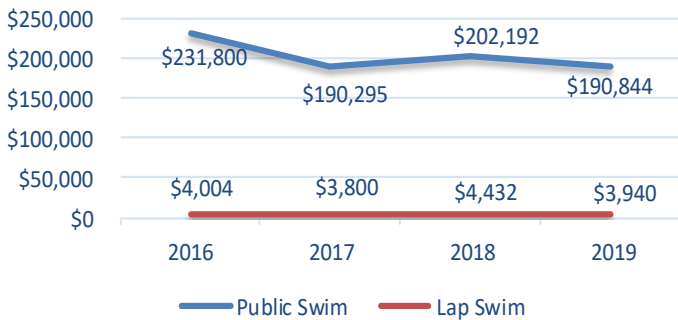
Pool Passes

Pool pass prices for 2019 remained the same for the “Polar Bear Sale and “Regular Season” sale periods. Overall prices have remained the same for the last four seasons. Prices for 2020 are unchanged as well. In November of 2018 the Park District ran a Black Friday Sale for Pool , Rink and Pool/Rink Combination Passes. The pool passes were valid for the 2019 summer season. The sale resulted in a total of 1582 individual Pool Passes, 373 Pool/Rink Combination passes and 82 individual Rink Passes being sold. With the poor weather experienced in late May and the first half of June, pass sales going into July were low. Leadership staff discussed options and decided it was best to put passes on sale at the “Polar Bear” sale rate towards the end of June to help boost sales that had tapered off. The sale had its intended result and pushed June sales over 1900 passes, 500 more than the previous June. While total pass were up from 2018, revenue was down due to discounting resulting from 3 sale periods.

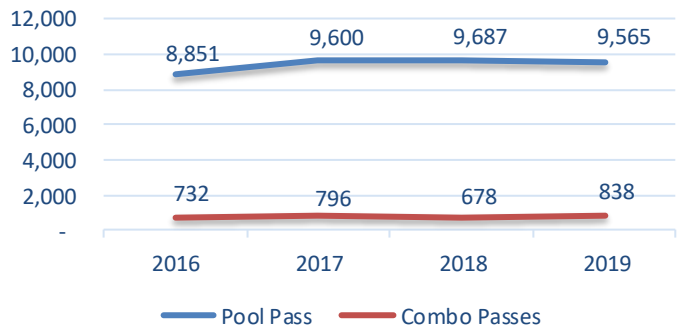
Admission/Attendance

The cool beginning of the summer impacted attendance and pass sales in June. Overall, attendance was up due to an increase at Ridgeland Common related to the earlier opening time featuring pass holder only sessions and having the wading pool open during swim lessons. Gate admissions were down largely to the slow summer start.

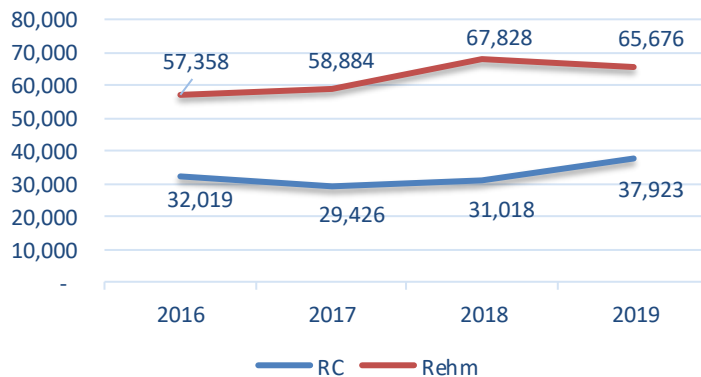
Admissions



Pool Pass Sales



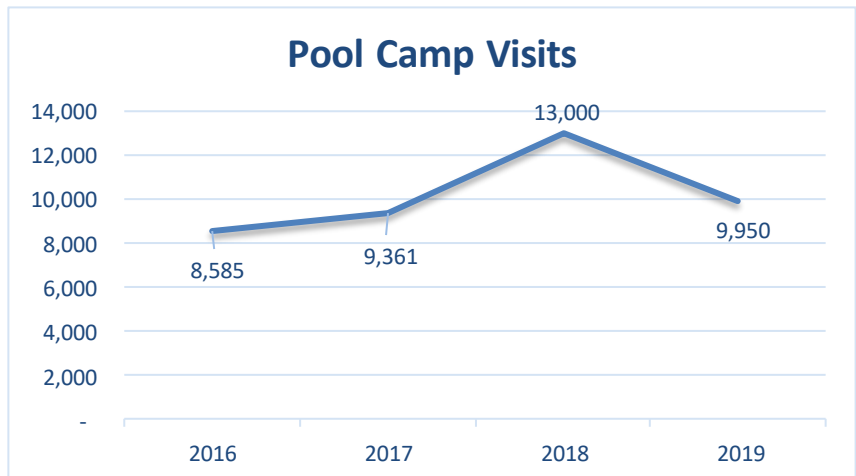
Pool Attendance



Pool Camps

Camp Visits

Each summer, the Oak Park Pools become a desired destination for many Park District camps, as well as camps from other community organizations. As the Park District camps become more popular, it also increases the number of campers who attend the pool each morning and afternoon. Prior to the pool and camp season beginning, counselors and camp leadership staff, from both internal and external camps, go through training where they learn about how to keep campers safe at the pool, as well as the swim test process. In 2019, in addition to multiple Park District camps, we also had external camps visit from Good Shepard Day Care, Alcuin Montessori, Hephzibah and Oak Park Friends School. Camp numbers are lower due to camps calling off more frequently on poor weather days.



Ridgeland Camps

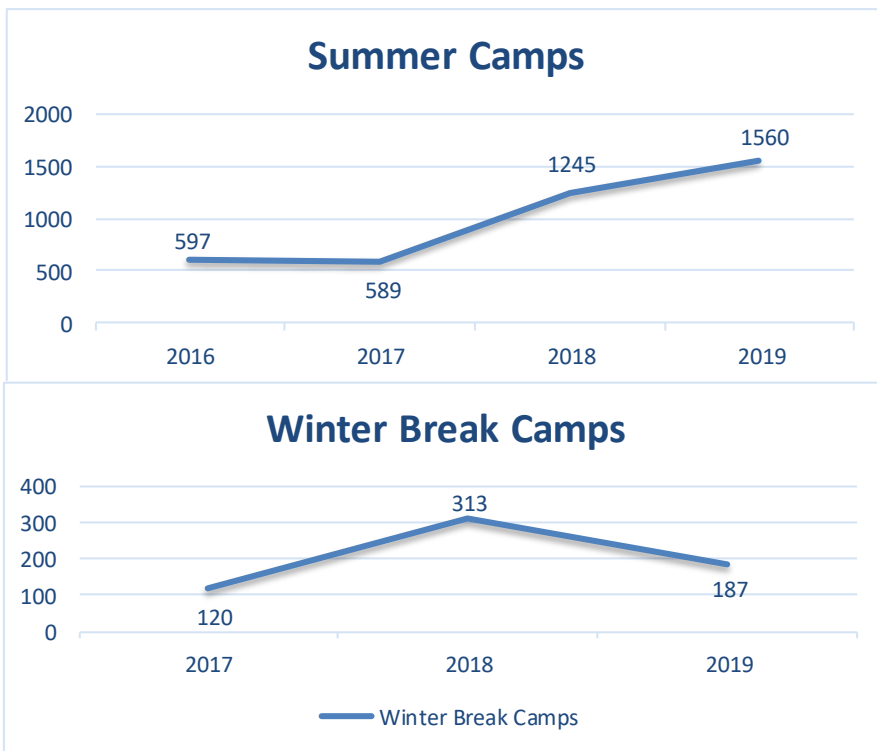
Ridgeland Common Camps

Ridgeland Common was home to Figure Skate & Swim, Hockey Skate & Swim, Hockey Specialty, Synchro Camp and Camp SPLASH. Ridgeland also offered pre camp and extended camp which were very successful . This made it easier for some campers, who need after care, to participate in the “Fire” and “Edge” Camps as well.

To ensure successful summer camp programming, Ridgeland Camp staff followed the American Camp Association best practices by completing 26 hours of pre-camp training. During training staff learned about camper needs, operation and safety procedures, behavior management and staff expectations. The additional time spent on training helped to develop well prepared counselors, creating the type of camps that participants wanted to come back to week after week as indicated by the high percentage of returners.

Skate & Swim camps began each morning with a 45 minute instructional lesson, followed by free skate, while Camp Splash spent their mornings outside participating in high energy games. All three camps then spent the remainder of their morning playing games and activities on the Ridgeland Common fields. Afternoons were spent in the pool. On Fridays ‘Water Days’ were held featuring special activities. Fridays were a camper favorite. Hockey Specialty Camp spent 3.25 hours on the ice each day and on Fridays spent the day at the pool. The two week Synchronized Skating camp gave skaters the opportunity to learn about the sport of synchronized skating and develop the skills required to perform in unison.

Winter Break Camp was a hit . Campers spent their mornings with 1.25 hours on the ice in a figure or hockey lesson for 45 minutes, followed by 30 minutes of scrimmage or time skating under the disco ball and lights. The rest of the day was spent making crafts and playing games. Participation was down this season due to fewer days offered because the holidays landed in the middle of the week.



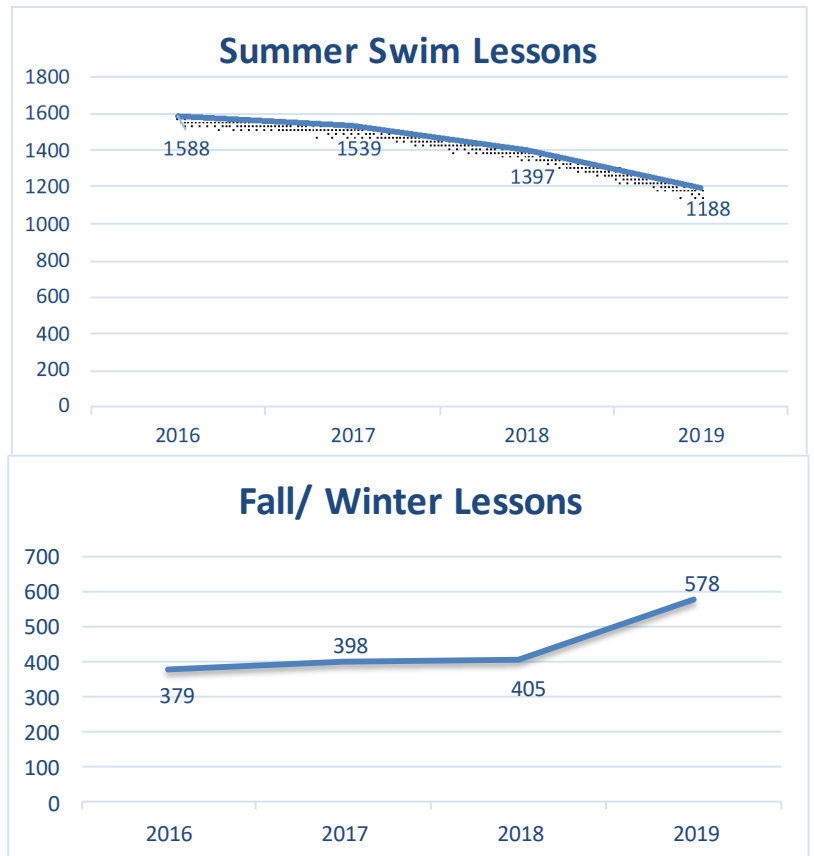
Swim Academy

Learn to Swim

Swim lessons are an important program offered to the community. Swim lessons are offered year round by utilizing the Oak Park River Forest High School pools. Swim Academy is based on the Jeff Ellis and Associates Learn to Swim Program. The program trains and sets the standards for Parent and Tot, Preschool, Beginner, Advanced Beginner, Intermediate and Advanced levels.

Summer 2019 declined slightly, however feedback regarding the new 2 week, 8 class sessions format was positive. For summer 2020, we are looking to add more 2 week options, rather than the longer sessions, to give families flexibility with travel and activities.

For the fall indoor swim lessons at the high school pool, we were able to add a third day of swim lessons each week, and a second fall session which resulted in increased participation. Over all 1,766 participants were served in outdoor and indoor swim lessons. This fall we also started taking a forward thinking approach by using fall and winter swim lessons as an opportunity to provide leadership training for our senior instructors. With full time staff's support, they manage the day to day functions of swim lessons.



Paul Hruby Ice Arena Summary

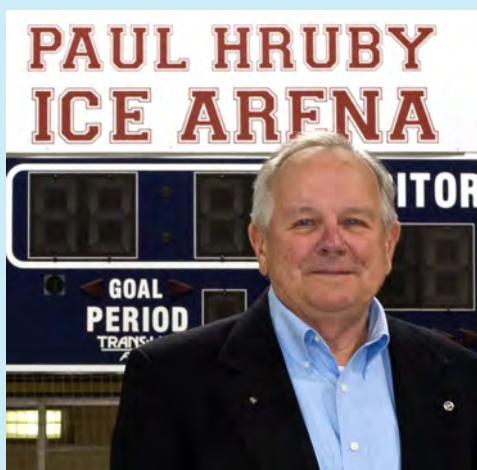
About the Paul Hruby Ice Arena

The Paul Hruby Ice Arena, part of the LEED Gold Certified Ridgeland Common Recreation Complex, was extensively renovated in 2013 and 2014. The ice arena is operated year-round and features an NHL sized ice surface, five hockey locker rooms including a women's locker room, bleacher seating for 500, a skate shop with over 300 rental skates, a full view lobby and activity rooms available for programs, parties and rentals.

The ice arena hosts many programs, including figure skating for all ages, developmental youth hockey, adult hockey and travel hockey. Special events include the annual Ice Show, a Holiday Skating Exhibition and Blackhawks Night featuring organist, Frank Pelico. The ice arena is available on a rental basis for groups and individuals and is currently serving the Oak Park and River Forest and Fenwick Hockey Clubs. The community can also access the rink through a number of drop-in programs such as Public Skate, "Rat-time" pick up hockey, an all ages "Stick and Puck" and Freestyle.

Executive Summary

The ice arena is a great community asset that is widely supported by the citizens of Oak Park. While there has been a drop in attendance for Public Skate since 2015, financial performance remains satisfactory. There was a drop in figure skating participation, mostly linked to Spring Session participation. Youth Hockey also saw a drop in participation. Staff introduced numerous program improvements for the Winter Session Youth Hockey Program in January of 2020. Travel Hockey participation remains strong and the first all Girl's Team was introduced to the program in the fall. Summer Camp participation increased again for the 3rd year in a row and has now become the single largest revenue producer in the Special Facilities Rink Budget. The Synchronized Skating Program now has two teams competing at different levels. The Ice Show and Holiday Exhibition continue to draw great participation from our Skate School participants. In total, over 5,227 participated in figure skating, hockey and camp programs. The demand for ice time between September to March is high. Oak Park and Fenwick Hockey clubs remain the rink's largest rental clients. The ice arena operations generated almost \$1.6 million in revenue providing positive net revenue and contributing to the Capital Improvement Plan as expected.



Rink Pass Sales and Public Skate

Public Skate

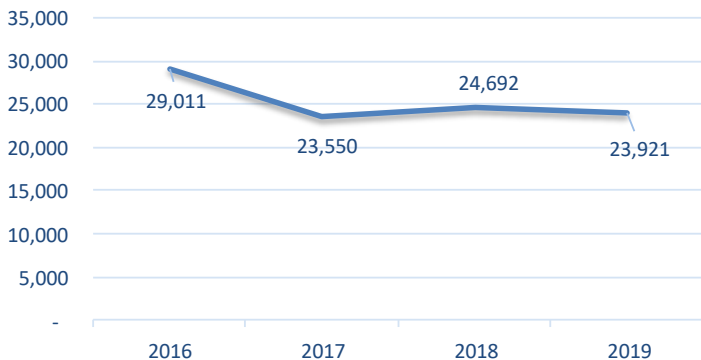
Public Skate attendance and admissions were relatively flat for the year. Staff implemented a number of strategies in the last few years aimed at improving participation, including an additional sales for rink passes, focus on special events, improved lighting and offering an earlier Saturday Public Skate. While pass sales were up slightly overall and special events went well, the intended effect of increasing Public Skate participation throughout the year did not materialize. The move of Public Skate on Saturday to an earlier time slot, did result in a participation increase on the Saturday session, but did not result in an overall attendance increase. Despite this performance, Public Skate remains popular with pass holders and the level of revenue produced generates positive net revenue for its allotted time slots.

Staff offered a number of themed special events at Public Skate. Events included: Star Wars Night, Blackhawks Night, Spooky Skate, Comic Con and My Dolly and Me Skate. These events are spread throughout the year.

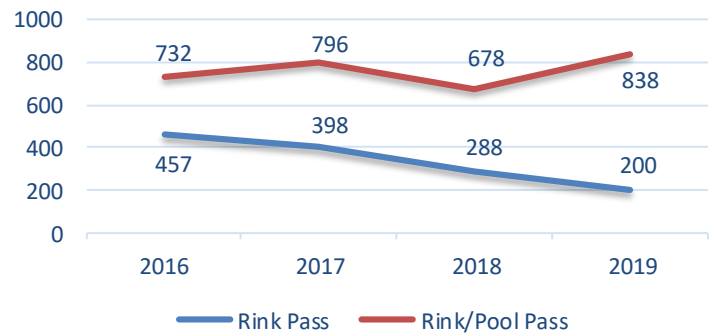
Staff is confident that Public Skate participation can improve and will develop a survey for skating participants in all programs to determine what their needs are, suggestions and ideas for improvement.



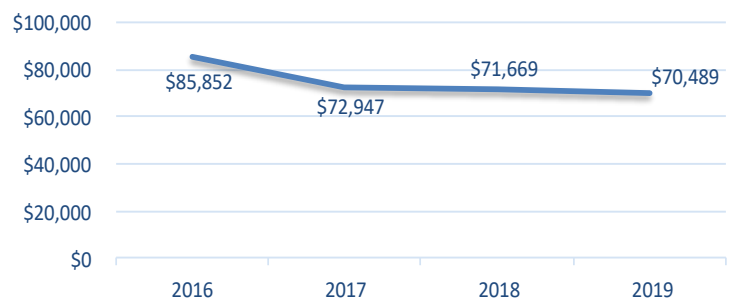
Public Skate Attendance



Pass Sales



Public Skate Admission



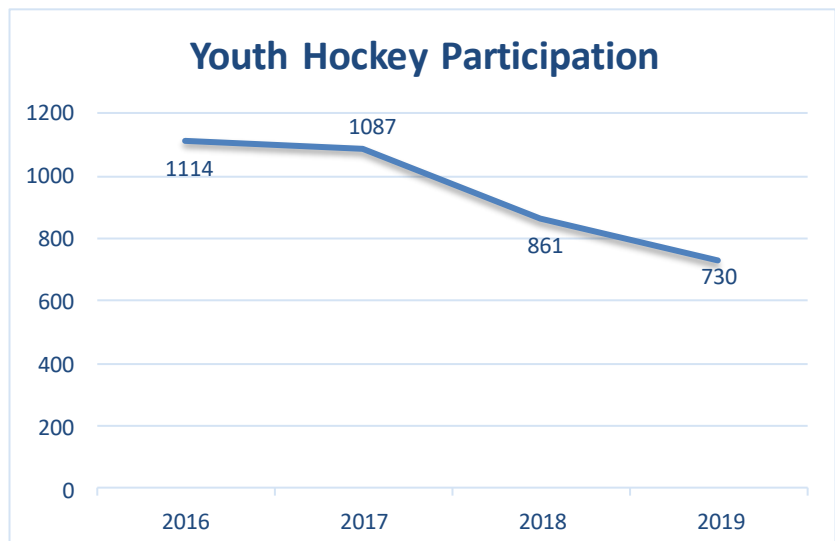
Hockey Academy

Hockey Academy—Learn to Play

Hockey Academy is the Park District of Oak Park’s learn to play program. It takes players, ages 3-14, from the stage of falling down and not being able to stand up, to preparing them for the Ice Bears Travel program.

While Hockey Academy numbers continued to decrease through summer, Fall 2019 saw a large leap with help from the Marketing Team. Two new Hockey Coordinators were also brought on board in the fall to oversee the youth and adult programs.

With the lack of professional hockey team success in the area, the excitement and interest for hockey has lowered. However, the lowered participation is not only in the Chicagoland area, but nationwide, hockey participation has dropped by 12.3% in the last three years. Because of this trend, staff worked on a re-launch of our hockey program for early 2020. By focusing on fun, increased game play and following the USA Hockey curriculum, staff is confident that there will be an increase of participation and retention in 2020.



Ice Bears Youth Travel

Ice Bears Youth Travel Program

The Oak Park Ice Bears are the Park District of Oak Park's travel hockey program. In 2019, Oak Park Ice Bears involved players from 7-18 years old and competed in the Northwest Hockey League. This fall the Ice Bears represented Oak Park with 2 8U (mite), 3 10U (squirrel), 3 12U (peewee) and 2 14U (bantam) teams.

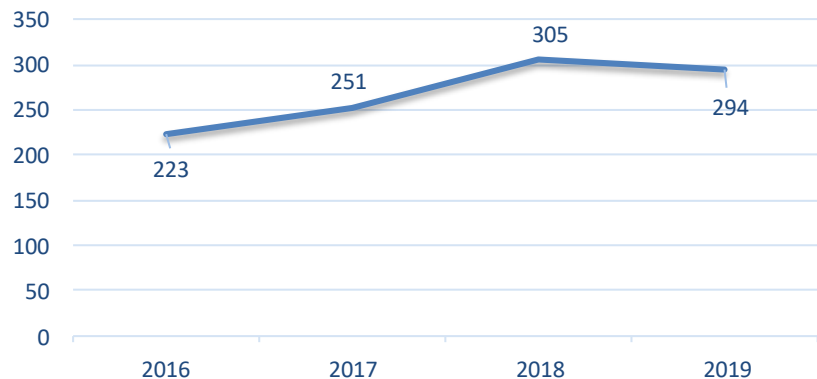
This year was also the inaugural year for the first Ice Bears all girl team. The team, combined of 10U and 12U players, played in the 12U age division which has been a challenge, but the girls are enjoying playing together and are looking forward to improvement in future seasons. Adding the girl's team has been a staff goal for a number of years. With the first successful season coming to an end we are looking forward to overall growth in girls hockey participation.

The Ice Bears took part in **Hockey Checks Hunger**, collecting food for the Oak Park Food Pantry in collaboration with OPRF Hockey. In the month of October, Ice Bears goalies 8U through 14U participated in the October Saves Goalie Challenge. They took pledges from friends and family to raise money for the fight against cancer. They also participated in tournaments throughout Illinois, Indiana and Wisconsin representing Oak Park.

Program cost were reduced for the fall of 2019 by eliminating the need for outside ice rentals time. Staff were able to accommodate all Ice Bear game time needs, by adjusting our Saturday public skate times, moving from an evening public skate to a late afternoon time slot. This adjustment has been a positive change for the Ice Bears program, but also has boosted attendance at the Saturday Public Skate session.



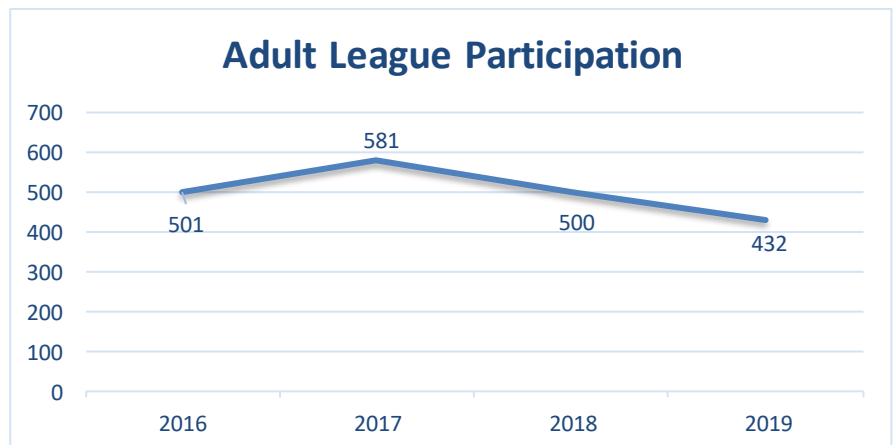
Ice Bears Travel Hockey



Adult Hockey Program

Adult League

The Adult Hockey program consists of 3 levels: Beginner, Adult Level 1 and Adult Level 2. All three programs continue to be popular offerings at the facility. Beginner consists of players who have little to no hockey experience. Many beginner players have begun as a result of their children becoming involved in youth hockey at Ridgeland. Level 1 provides instructional and game play. Level 2 is intended for players with high school or collegiate level experience. Participation dropped in 2019 continuing a two year decline. The decline has been seen mostly in the Level 2 program. The number of teams in Level 2 has remained unchanged, the rosters are slightly smaller than in the past. There is increased competition from the Fifth Third Bank Arena at the competitive level. Staff will work together to determine steps forward for the program.



Skate Academy

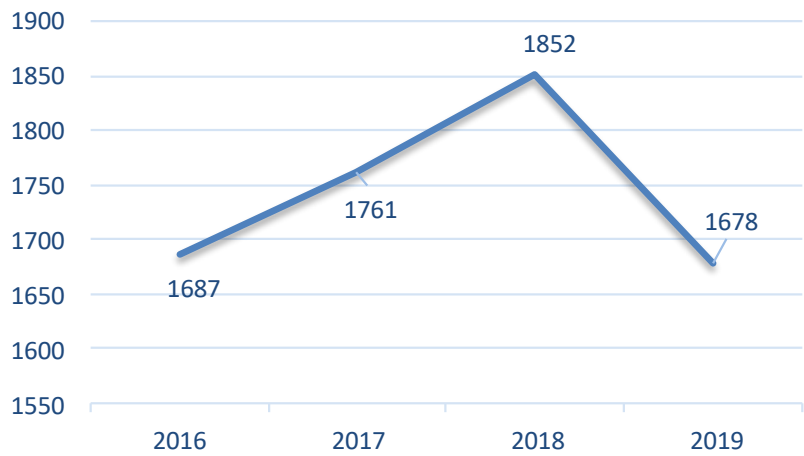
Skate Academy—Learn to Skate

Skate Academy is the Park District’s learn to skate program for participants from preschool age to adult. Specialty classes add to the class make up, giving skaters additional skating options to improve their skills. In 2019, Infinite Style Synchronizes skating continued to grow with younger participants, competing with a Synchro 1 and Synchro 2 team.

In 2019, there was an approximate 10% decline in class participation. A large number of our teens started high school, and many lowered their amount of participation or stopped skating altogether. The spring program also experienced a significant drop from last year. The winter and fall session had similar participation to the prior year. The Winter 2020 session has over 600 participants to start the year off strong. Staff is working with participants to develop and start a high school competitive skating team.



Figure Skating Participation

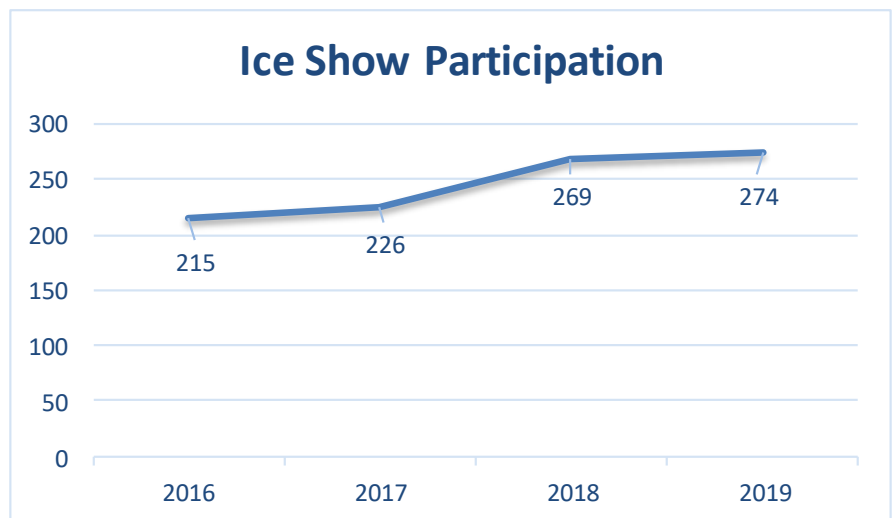


Ice Show & Special Events

This year, Skate Academy Events class began performing at Public Skate Special Events including Star Wars Night, Blackhawks Night and Spooky Skate. These special events are not only a special opportunity for our skaters, but also show off our Skate Academy program and promote registration. The purpose of additional performances is to not only show off the talents of our skaters and advertise the program, but to give skaters the opportunity and experience of performing in front of a crowd.

The annual “Holiday Exhibition” took place in December. The popularity of this show continues to go each year. The Holiday Skating Expo gives opportunity to lower level ice skaters to do solos and duets which they greatly enjoy.

Ice Show 2019, “Skate Your Heart Out,” was Ridgeland’s 51st Annual Ice Show. Skaters of all ages performed three sold out shows March 15-17, 2019. 2019 was the first year in many that there was an Adult Class performing in the show.



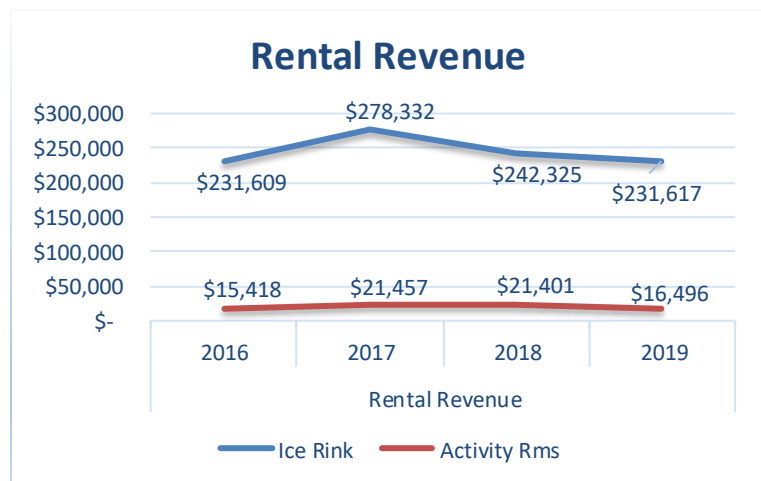
Room and Ice Rentals

Rentals

At the Ridgeland Common Recreation Complex the large activity room, medium activity room and conference room are available for rental. Rooms are available any time the facility is open and Park District programs are not taking place. In addition to rentals, the fitness and dance programs use these activity rooms for a significant amount of time each week. Uses for room rentals have include: baby showers, graduation parties, birthday parties, family gatherings, and training and meeting space for local businesses. The number of rentals were similar to last year. Marketing for room rentals have generally come from brochures and word of mouth. RCRC room rentals are desirable because of the attractive spaces, flexible times and central location.

Ice rental revenue comes mainly from the two high school teams, Oak Park River Forest High School Hockey Club and the Fenwick High School Hockey Club. Additionally, there are multiple private renters who use the ice weekly to organize pick-up hockey games as well as one-time rentals for special events or parties. In 2019, the University of Chicago's Men's Hockey team was added to the schedule. Schedules are reviewed annually to determine the best program and rental mix to meet changing demand.

Staff budget for lower rental revenue in 2019 due to using formerly rented ice time for our travel program, eliminating the need for the Park District to rent outside ice. Rentals in 2019 were higher than budget expectations. A number of unexpected rentals were responsible for this.



Gymnastics and Recreation Center

About the Gymnastics and Recreation Center

The Gymnastics and Recreation Center (GRC) opened in October of 2013. This is an approximately 18,000 square foot facility featuring: two studio rooms, a pre-school gymnastics area, a 10,000 square foot main gym floor, two spring floors, two foam pits, a trampoline and a variety of gymnastics apparatus necessary to provide the participants with a well-rounded gymnastics experience.

The GRC primarily serves the needs of the recreational to competitive gymnastics participant. Year-round instructional programs provide students of all ages the opportunity to enjoy gymnastics as well as experience the healthful fitness benefits that gymnastics provides. For the competitive gymnastics participant, there is a seasonal Boys GIJO team, seasonal Girls Xcel team and the year round USA Gymnastics (USAG) team. The seasonal team programs are offered from October through April or May.

In addition to these traditional gymnastics programs, the community is able to enjoy the facility through camps, drop-in programs such as pre-school playtime, family open gym, open gym, birthday parties, special programs and sleep-overs/sleep-UNDERS and Special Olympics in cooperation with WSSRA.

Additional Recreational Department programs held at the GRC in 2019 include, fitness, dance and circus. These programs are held in the second floor studio room.

Along with the programs, highly trained staff is critical to our gymnastics operations. Staff has earned professional memberships from USAG by completing either the on-line or face-to-face course work and exam. The course is required to be retaken every four years and is a compilation of various components and safety factors specific to the sport of gymnastics. This certification allows coaches to accompany the gymnasts to all USAG sanctioned competitions. GIJO coaches are not required to hold these certifications and fall under the umbrella of AAU. Both full-time female coaches hold judging certifications, which allows them to judge women competitions ranging from GIJO, high school competitions and USAG sanctioned meets through Level 10. All full-time and part-time coaches participate in continuing education courses through USAG.

Executive Summary

The Gymnastics and Recreation Center is responsible for generating revenue to cover its annual operations cost and contribute to the Capital Improvement Plan (CIP). With the combination of the Park District's investment in the new facility and staff expertise, the Gymnastics and Recreation Center Programs have exceeded original revenue projections and has generated over \$1 million in revenue for the sixth year in a row. The center is open 7-days a week to meet the demand for recreational and competitive gymnastics.

Gymnastics Programs

Preschool and Recreation

The preschool program is made up of Tots and Gym Kids 1, 2 & 3. The ages range from 2 through 5 years of age. Tots classes include participation by a parent or guardian with the child. Tots is designed for parent-child interaction. The Gym Kids track is based on fun but, also to develop strength, coordination and self-confidence. Gym Kids participants are introduced to basic gymnastics positions and taught some of the formal terminology. However, Gym Kids 3 is by invitation only for the student that needs to be further challenged but, too young for the beginner level.

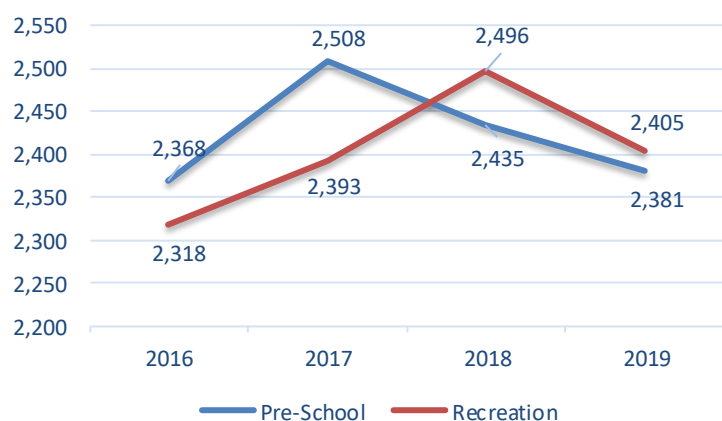
Oak Park Gymnastics follows the guidelines of the USAG Developmental Program. Students learn the fundamentals of the sport with an emphasis on safety and progressions. Student progress is documented as they continue through the program. Students start this track when they are 6 years old. These classes range from Beginner level, Intermediate and Advanced levels.

Tumbling & Trampoline, Co-Ed Challenge and Adult Gymnastics are a part of the program mix.

Overall participation was slightly down for both recreational students age 6+ and the preschool 3.5-5yr olds. In total the number of participants was 145 less than 2018. The parent and child 2-3 yr old program continues to fill and was expanded by one additional class in the fall of 2019 accommodating 18 more students. The 3.5-5 yr. old classes continue to be down due to less children participating in morning and afternoon classes. More school opportunities for this pre-k and kindergarten age group are replacing the need for recreation activities. Waitlists continue to be taken for classes during primetime hours within the week and on weekends. Waitlists are now taken for each seasonal session.



Gymnastics Pre-School and Recreation Participation



Team Gymnastics Program



Boys GIJO , Girls Xcel & USAG Competitive Teams

USAG

The USAG Boys & Girls teams competition season is December through March. The state and regional competitions extend the season through the beginning of May for those who qualify. USAG competition for girls are levels 2-10 and boys, levels 4-10. Membership requires a year round commitment and is by invitation only. The chart captures this year round team competitive program in which participation fluctuates within any give year. The number provided is team participation for the majority of 2019.

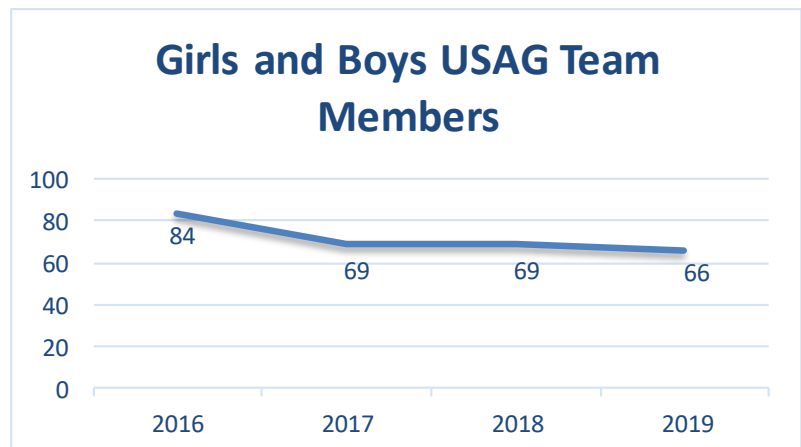
GIJO Boys

This program offers recreational competition for boys who are eligible to try-out and are selected from our Advanced Beginner and above recreational classes. 11 boys participated in the 2018-2019 season which ran October 2018 through mid-May of 2019 and culminated with the League Championships. Tryouts for the 2019-2020 season took place in September and practices began in October. This current team program participation is at 10 boys.

Xcel Girls

The girls recreational XCEL competitive program offers recreational competition for girls who are eligible to try out and are selected from our Intermediate and above recreational classes. 17 girls participated in the 2018-2019 season which ran December 2018 through mid-April of 2019. Tryouts for the 2019-2020 season took place in September and practices began in October. Participation in the 2019-2020 season includes 23 girls.

In January of 2019, the Gymnastics and Recreation Center hosted its second USAG Sanctioned Boys Competition. The competition was held at Triton College in River Grove on January 27. There were 178 participants from 17 gyms. This was 8 more gymnasts and 1 more gym than the first competition held at OPRF's Field House. Of the 17 participating gyms, 5 including Oak Park, were Park District based programs. The other 12 were private gyms. It took a tremendous effort from staff and parent volunteers to help set up the 6 apparatus the night before, host the event which included admissions, gymnast check-in, scoring, awards for 3 sessions and cleaning up and tearing down the 6 apparatus upon the conclusion of the final session.



Drop-In Programs



Pre-School Playtime and Open Gym

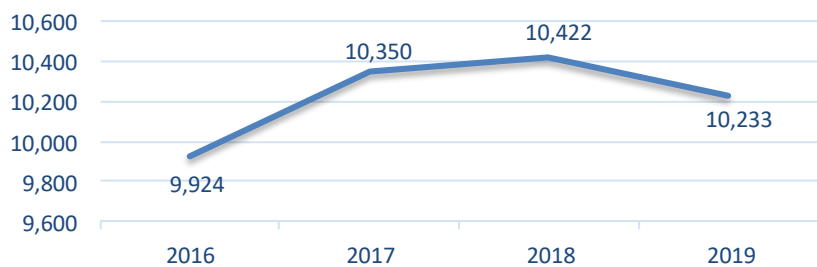
Preschool Playtime (ages 1-6 years) and Open Gym (ages 6 years through adult) are offered weekly. Patrons are able to purchase a 10-visit pass, which is attached to their Universal Pass. The cost for a 10-visit pass is \$50 for Preschool Playtime and \$110 for Open Gym. The Open Gym pass was changed to 5 visits for \$55 in September of 2019. This was done as a marketing strategy to sell more passes and it worked. January through August only 8 passes were sold. With the change there were 28 passes sold September through December. Pre-School Playtime serves up to 80 children and an equal number of parents or guardians, providing a great opportunity for cross generational recreation and bonding.

Additional Preschool Playtime, Open Gym and Family Open Gym sessions are held on weeks between sessions and holidays. Family Open Gym provides an opportunity for families with children of all ages to participate.

New for 2019 was a special Family Open Gym held the last Sunday of the month from 6:30-8:00pm. This offering provided families with children in both age groups to come together on a monthly basis to enjoy some family time at the GRC. In total the 12 offerings brought 344 kids age 1-17 with their parents and even some grandparents.

Participation for drop-in programs decreased by 139 participants due to hosting seven fewer offerings in 2019 than 2018. Also, the mild weather during winter break between December 26-29 also brought in less participants than usual.

Gymnastics Open Gym and Pre-School Play-time Attendance Drop-In Programs



Special Programs

Special Programs

Birthday Parties

Gymnastics offers two party packages based on age and can be booked on Saturdays and Sundays. The three to five year olds enjoy one hour of gym time with a 1:7 coach to student ratio. Six to fifteen year olds spend 1 ½ hours in the gym with a 1:10 coach to student ratio. Both groups receive a t-shirt for the birthday child, a dedicated party leader, planned games and activities in the gym, ½ hour in the studio party room, help with food service and clean up as well as assistance moving supplies and gifts to/from the birthday child's vehicle. In 2019, 113 birthday party time slots were offered. Of the 113 parties, 6 time slots never booked. In all, we ran 107 fun filled parties, which was 2 more than 2018 and 5 more than 2017.

Sleepovers

The sleepover and sleep-under were again popular events in 2019. The sleepover was held on July 13, 2019 with 53 participants enrolled. This was 9 more than 2018. A sleep-under was held on December 14, 2019 and 60 attended which was 15 more than 2018. At both events: pizza was served, games were played and a movie was shown. At each, the child brings their sleeping bag and pajamas. However, with the sleep-under, the child is picked up at 11:30 pm to go home as opposed to sleeping in the gym.

Gymnastics Camp

Three summer gymnastics camps at the GRC were offered in 2019. Camp 1 and 2 were offered Monday through Friday (8/2 – 8/16) and (8/19-8/23) respectively from 9:00 a.m. – 3:00p.m. and served 66 participants in camp 1 and reached two over max enrollment with 82 participants in camp 2. Camp 3 was offered as a 2-day camp (8/26-8/27) from (9:00 a.m.—3:00 p.m. and served 5 over max enrollment with 45 participants. During camp, participants did gymnastics, played games, had open gym time, utilized the outdoor area at Stevenson Center field since the playground was under construction and spent two afternoons at RCRC pool. Summer camp is purposefully scheduled during August to accommodate those participants that need all-day activities after most other camps have ended for the season. On December 30th the GRC ran it's first of 3 winter break camps from 8:30-3:30pm for 19 registered participants. The other two days were held January 2 & 3 in 2020.

Ninja Course Challenge

The Ninja Course Challenge has been very popular in past years. In an effort to accommodate the popularity, the Ninja Course Challenge was split into 2 sessions in 2018. In 2019 the GRC held two Ninja Course Challenge one day program offerings. The first was offered in two sessions on June 15th. The 4-6 year old session and the 7+ year old session. Both sessions totaled 64 participants. The second was also offered in two sessions on December 23rd with a change in age groups in order to reach maximum participation. The age groups were 4-5 years and 6+ years. Both sessions totaled 70 participants. At each event, three different courses were offered to challenge participants' strength, agility and balance in a safe yet fun manner. All participants were given a certificate & T-shirt as a participation award of completion. The highlight of the December Ninja Challenge was the addition of the warped wall pictured on the left.



Special Programs Continued

New one day program offerings for 2019

New Year Challenge— On January 5th, this one day 1.5 hour program focus was to start off the new year with family or friends by offering a bonding activity filled with challenges and games that required teamwork and lots of camaraderie. The team requirements included 4-6 people age 5 and up with at least 2 adults and was open to all skill levels. Six teams totaling 30 participants participated in the challenge.

Flip & Fly Clinic— On June 13th, this one day 2 hour program offered both girls and boys age 6-14 years with any level of gymnastics experience the opportunity to learn air sense using the trampoline, tumble track and spring boards. 10 participants flipped and flew at this clinic. Another clinic is scheduled for June 2020.

Illinois Park District Boys Team Camp— On August 17th, this one day 7 hour program from 9am-4pm offered other park district based boys gymnastics coaches and gymnasts the opportunity to get together and work together at this one day training camp held at the GRC. A total of 45 gymnasts from GRC, Elmhurst Park District, Oak Lawn Park District, Chicago Park District at Harrison, Morgan Park and one neighboring private club Flying High Gymnastics in Countryside attended.

Adult Gymnastics Competition— On October 13th the GRC held it's first adult competition with 20 participants that included 7 from GRC's adult program. The name of this adult gymnastics meet was called "Meet Me at the Bar Adult Gymnastics Invite". The bar being referred to are gymnastics apparatus bars. Due to the popularity of our growing adult classes it was a great opportunity for them to develop routines and compete against other adult gymnasts involved in gymnastics programs from Naperville Gymnastics, Lakeshore Gymnastics and one independent competitor from what he called "Below Average Gymnastics". All competitors were given participant t-shirts, placement certificates on each event, cake pop trophies and a 10% off coupon for One Lake Brewing. Two top prizes for a tour and beer tasting for up to 8 people were awarded by the judges for the best overall routine. A good time was had by all and it was a fantastic event with the children of these adult competitors cheering for their mom/dad holding signs of encouragement up for them in the audience as they performed. The awards pictures on the left are from the competition awards ceremony.



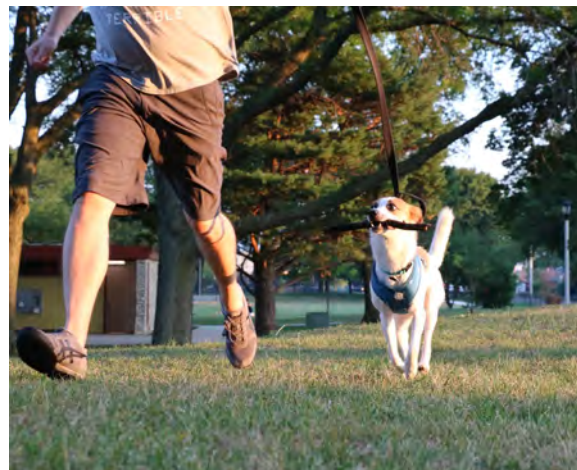
Dog Parks

Program Overview

Special Facilities Revenue operates and maintains the dog parks at Maple Park and Ridgeland Common. Ridgeland Common Dog Park was opened in 2014 as part of the Ridgeland Common renovation. Maple Park was opened in 2011 as part of the overall Maple Park Master Plan. The dog parks provide residents and a limited number of non-residents with pets an opportunity to socialize and exercise with their dogs off-leash. Both parks are accessed by a proximity card system. Staff maintains both facilities, performing maintenance and repair twice a week, removing snow and making repairs as necessary.

Membership

Users of the dog parks access the parks with a membership card that serves as a proximity access control card. Membership is good for one year from date of purchase. Owners must keep their dogs vaccinations updated on an annual basis. Membership for 2018 was slightly up with more non-residents buying passes. Starting in January 2019, the dog park membership was made free to residents and at a lower rate to non-residents, going from \$65 to \$20 a year. Early in 2019, we are receiving calls from residents and non residents inquiring about the pass with registrations up for the year.



Improvements and Repairs

Pools

Improvements in 2019 included the removal of the sand play area and the installation of a new area featuring, a poured in place rubber surface, a teeter totter, a spinning toy and a small interactive water feature. Additionally the 5, 7 and 10 meter diving platform was removed from the well at Rehm Pool after having been determined to be past its useful life. New fencing was installed around the large grass area and the new play area, removing the old timer and rope fencing.

In the spring staff learned the pool was losing water, a large leak was located in the diving well area and repaired. A second smaller leak was never located, despite extensive searching. Leadership staff made the decision to proceed with the summer and pick up the search in the fall. Staff have located a leak in the water fountain feed line as well as two leaks in the gutter return line utilizing a company specializing in leak detection using cameras. Staff plan to have all leaks repaired by the middle of March, 2020.

2020 improvements at Rehm will include replacing all the rope fencing around the Rehm wading pool, refinish Rehm Drop slides, install a user controlled actuator for the play area water feature and replace locker in the Women's locker room. At Ridgeland, the power will be improved for the portable concession and the floors in the pool locker rooms will be refinished to improve the slip resistance.

Rink

A new second scoreboard was added in the rink to improve sight lines for players and coaches on the bench. Numerous painting projects were completed around the facility during the course of the year. An off ice jump harness was installed in the rink to improve training.

In 2020, the large activity room floor will be refinished, and the rubber floors will be replaced in the women's bathroom and skate change area.

Gymnastics

New equipment was purchased for the Ninja Program and foam was replaced in the pits.

In 2020, new ropes will be installed over the Vault Pit, and upgrades to the Building Automation System will be installed.

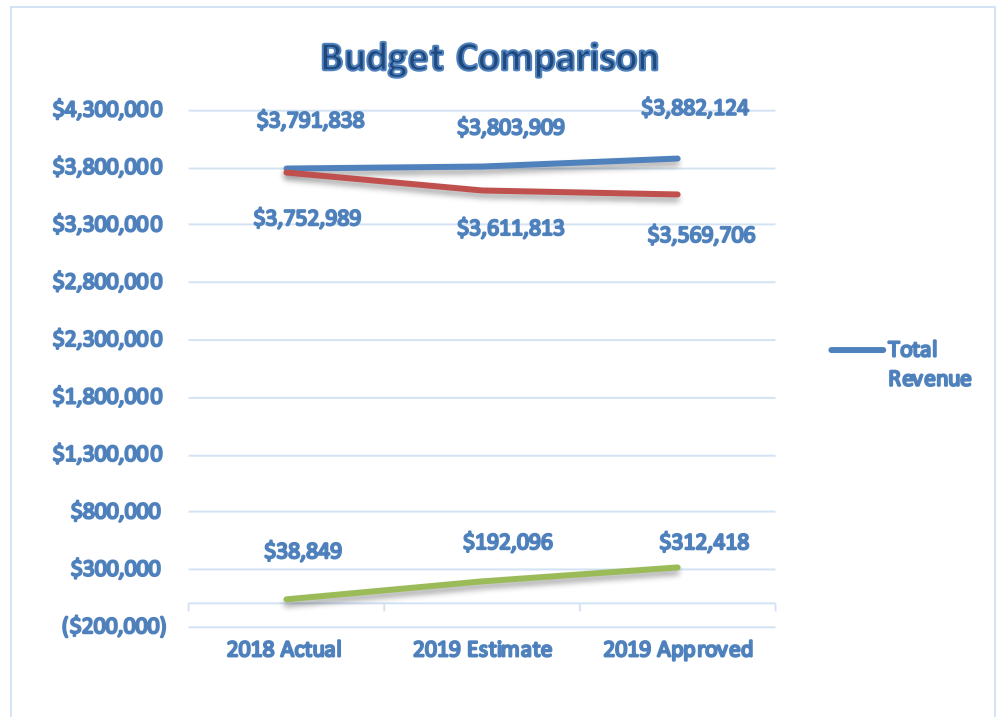
Revenue Facilities Combined Budget

Revenue Facilities Budget

Special Facilities had a good year in 2019, however we did not meet expectations for positive Net Revenue falling short by around approximately \$120,000 or 3% of the 3.8 million dollar budget. There wasn't a single reason for the short fall. Numerous programs in both the rink and gymnastics operation had up years, including camps, GRC Birthday Parties and Recreational Gymnastics. Other programs did not meet revenue and participation expectations, including Pre-school Gymnastics, Figure Skating Lessons, Rink Passes and Public Swim and Public Skate Admissions. Expenses were above expectations in some areas as well, including lifeguard, full-time Gymnastics Coaches and part-time Gymnastics Coaches wages. Property repair was up in the rink due to a compressor failure in a chiller, and property repair was up in the pool due to the leak work. Chemical costs related to chlorine usage was up as well. The combination of these resulted in an overall decline in positive net revenue. Overall the rink generated almost \$1.6 million dollars in revenue. Staff is eager to get over that mark in 2020.

In 2020 staff will be paying particular attention to summer staff wages, requiring daily reports on staffing levels based on attendance and weather.

For 2019, the total contribution to the Capital Improvement Plan was \$450,000.



Memo

To: David Wick, Parks and Planning Committee
Board of Park Commissioners

From: Chris Lindgren, Superintendent of Parks & Planning

Cc: Jan Arnold, Executive Director

Date: February 17, 2020

Re: Randolph and Wenonah Park Renovations Contract



Statement

The parcel occupied by Randolph Park and the adjacent open parcel to the east at Randolph and Oak Park Avenue were acquired by Village of Oak Park in 1924. Randolph Tot Lot was conveyed to the Park District in 2006 and the property to the east was transferred in 2009, doubling the size of the park. A site master plan for Randolph Park, including the land east of the alley, was completed in 2009 and updated in 2018. The 2009 improvements included replacement of the playground equipment, benches, and trash receptacles. The west side's current features include one age-appropriate playground area. The east portion is a passive area, with benches and chess tables, a drinking fountain, and bicycle rack.

The Wenonah playground was acquired in 1962 and is named for the adjacent street. A site master plan was created in 2009 and reviewed in 2018. Construction of the improvements started in fall 2009 and was completed in spring 2010. Recent improvements included replacement of the playground equipment, installation of resilient rubber surfacing, new benches, walkway, drinking fountain, trash receptacle, ornamental fencing, and landscaping. The current features include an age-appropriate playground area, seating with benches and a chess table, and a drinking fountain for people and dogs.

Discussion

Altamanu, Inc. and SMP Design have been hired to design the projects. These two parks will be bid as one project to leverage more competitive bids.

The 2020-2024 CIP has only \$255,000 allocated for construction costs for improvement at Randolph and Wenonah Parks in 2020. Randolph Park will see the east park converted into a space with outdoor fitness equipment along with the west side of the park having some minor playground improvements including creating mounds of concrete covered by rubberized surface. The Wenonah Park will remove the sand and install swings as well as a small rolling hill.

The project went out to bid on February 6, 2020, and to date we have had 26 registrations to download the plan documents. Bids are due on February 24, 2020, at 2:00pm. Once bids are received, staff will work with the project team to review bids for lowest responsive, responsible bidder. Before recommendation, staff will also check contractor references for quality of work, timeliness, and experience.

Recommendation

Staff will be bringing a recommendation to the Park Board for consideration and contract approval at the March 5, Continued Regular Board Meeting.