

**PARK DISTRICT OF OAK PARK**  
**Regular Park Board Meeting**  
**Hedges Administrative Center**  
**218 Madison Street, Oak Park, Illinois 60302**  
**Thursday, December 18, 2025, 7:30pm**

**AGENDA**

**I. Call to Order/Roll Call**

**II. Approval of Agenda**

**III. Visitor/Public Comment**

*Each person is limited to three minutes. The Board sets a limit of 30 minutes for public comments.*

**IV. Consent Agenda**

**A. Approval of Cash and Investment Summary\***

**B. Approval of Warrants and Bills\***

**C. Approval of Minutes\***

**D. Approval of Disposal Ordinance 2025-12-12\***

**E. Approval of PACT Agreements: SEOPCO, Troup 20, Ascension, St. Giles, Windmills, AYSO, OPYBS, Chicago Edge, Alliance, OPRFYU, East Avenue Lacrosse\***

**F. Approval of 2026 Board Action Calendar\***

**G. Approval of Letter to WSSRA of Appointment of Representatives\***

**H. Approval of Hold/Release for Identified Bi-Annual Review of Closed Session Minutes\***

**I. Approval of Personnel Policy Manual\***

**J. Approval of Administrative and Board Policy Manual\***

**K. Approval of Crisis Manual\***

**L. Approval of Safety Manual\***

**M. Approval of IGA Oak Park Township-PDOP\***

**V. Staff Reports**

**A. Executive Director's Report\***

**B. Updates and Information\***

**C. Revenue/Expense Status Reports\***

**VI. Old Business**

**A. Recreation and Facility Program Committee – Commissioner Lentz**

1. Annual Highlights/Accomplishments\*\*

**B. Administration and Finance Committee – Commissioner Wollmuth**

1. 2025 Comprehensive Strategic Master Plan Update

**C. Parks and Planning Committee – Commissioner Worley-Hood**

1. Longfellow Playground Sourcewell Purchase Approval\*

2. Longfellow Park Portland Loo Sole Source Purchase Approval\*

3. Field Park Playground Improvements Bid Update

**VII. New Business**

1. Approval of Resolution providing for and requiring the submission of the proposition of issuing \$40,000,000 general obligation park bonds to the voters of the Park District of Oak Park, Cook County, Illinois, at the general primary election to be held on the 17th day of March, 2026\*

**VIII. Commissioner's Comments**

Commissioner Onayemi

Commissioner Worley-Hood

Commissioner Wollmuth

Commissioner Lentz

President Porreca

**IX. Closed Session**

**X. Adjournment of Regular Board Meeting**

**AGENDA COMMENTS**  
**Regular Park Board Meeting**

**Thursday, December 18, 2025, 7:30pm**

**I. Call to Order/Roll Call**

**II. Approval of Agenda (Voice Vote)**

No additions to the Agenda are anticipated at this time.

**III. Visitor/Public Comment**

**IV. Consent Agenda (Roll Call Vote) – Commissioner Wollmuth**

Commissioner Wollmuth: *Motion of the Board for approval of the Consent Agenda which includes:*

- *approval of the Cash and Investment Summary and Warrants and Bills for the month of November 2025;*
- *approval of the Minutes from the Committee of the Whole Meeting (November 6, 2025), and Regular Board Meeting (November 20, 2025);*
- *approval of Disposal Ordinance 2025-12-12;*
- *approval of the PACT Agreements for SEOPCO, Troop 20, Ascension, St. Giles, Windmills, AYSO, OPYBS, Chicago Edge, Alliance, OPRFYU, and East Avenue Lacrosse;*
- *approval of the 2026 Board Action Calendar;*
- *approval of the Letter to WSSRA of Appointment of Representatives;*
- *approval to continue to hold the identified closed session minutes;*
- *approval of Personnel Policy Manual;*
- *approval of Administrative and Board Policy Manual;*
- *approval of Crisis Manual;*
- *approval of Safety Manual; and*
- *approval of IGA Oak Park Township-PDOP*

**V. Staff Reports**

**A. Executive Director's Report\***

**B. Updates and Information\***

**C. Revenue/Expense Status Reports\***

**VI. Old Business**

**A. Recreation and Facility Program Committee – Commissioner Lentz**

1. Annual Highlights/Accomplishments\*\*

**B. Administration and Finance Committee – Commissioner Wollmuth**

1. 2025 Comprehensive Strategic Master Plan Update

**C. Parks and Planning Committee – Commissioner Worley-Hood**

1. Longfellow Playground Sourcewell Purchase Approval\*



*Commissioner Worley-Hood: I move that the Park Board approve the Sourcewell purchase of the Landscape Structures - Playground Equipment \$435,638.00, Landscape Structures - Splash Pad Equipment \$79,928.00, for a total of \$515,566 and the Forever Lawn – Playground Grass Ultra for \$172,689.98 for the Longfellow Park Development Project and authorize Executive Director Arnold to execute the contracts.*

2. Longfellow Park Portland Loo Sole Source Purchase Approval\*

*Commissioner Worley-Hood: I move that the Park Board approve the Sole Source purchase of the Portland Loo Single Occupant Public Toilet for an amount not to exceed \$179,160 from Madden Fabrication, Beaverton, OR, for the Longfellow Park Development Project and authorize Executive Director Arnold to execute the contract.*

3. Field Park Playground Improvements Bid Update

**VII. New Business**

1. *Commissioner Wollmuth: I move for the Park Board approval of Resolution providing for and requiring the submission of the proposition of issuing \$40,000,000 general obligation park bonds to the voters of the Park District of Oak Park, Cook County, Illinois, at the general primary election to be held on the 17th day of March, 2026.*

**VIII. Commissioner's Comments**

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

**IX. Closed Session**

**X. Adjournment of Regular Board Meeting**

# IV. A



## CASH AND INVESTMENT SUMMARY- November 2025

	Byline	IPDLAF	CD's	PMA - iPRIME	IMET	Nov-25 TOTAL	Oct-25 TOTAL
<b>General Fund</b>							
10 - Corporate	(1,212,349)	29,500	2,400,156	1,133,744	(4,137,780)	(1,786,728)	(834,203)
<b>Special Revenue Funds</b>							
15 - IMRF	4,199	1,603	-	-	222,220	228,022	228,022
16 - Liability	2,073	8,965	-	-	679,911	690,949	690,949
17 - Audit	3,405	237	-	-	37,960	41,602	41,602
20 - Recreation	(1,255,043)	4,979	-	3,000,000	3,502,754	5,252,690	5,525,604
21 - Museum	26,255	1,220	-	-	174,428	201,903	201,903
22 - Special Recreation	2,221	17,121	-	-	557,051	576,393	576,393
25 - Special Facilities	(466,904)	3,288	-	410,370	1,286,879	1,233,633	1,303,762
85 - Cheney Mansion	(31,081)	462	-	-	321,742	291,123	303,280
<b>Capital Funds</b>							
70 - Capital Projects	3,296,199	78,051	-	123,417	7,075,644	10,573,311	10,225,691
<b>Total Cash Available to District</b>	<b>368,975</b>	<b>145,425</b>	<b>2,400,156</b>	<b>4,667,531</b>	<b>9,720,810</b>	<b>17,302,898</b>	<b>18,263,003</b>
Distribution %:	2.13%	0.84%	13.87%	26.98%	56.18%	100.00%	100.00%
<b>Other Funds</b>							
50 - Health Insurance Fund	1,135,225	345	-	-	884,986	2,020,557	1,915,994
x - Memorial Trust	21,784	-	-	-	-	21,784	21,784
xx - Working Cash	-	-	-	-	-	-	-
<b>Total Cash Across All Funds</b>	<b>1,525,984</b>	<b>145,770</b>	<b>2,400,156</b>	<b>4,667,531</b>	<b>10,605,796</b>	<b>19,345,238</b>	<b>21,391,541</b>



Park District of Oak Park  
Cash Status Report  
As of November 30, 2025

**Operating Accounts**

Byline Bank	2.780%	\$	1,829,587
iPrime Liquid Money Market	3.833%	\$	4,962,835
Illinois Metropolitan Investment Fund	3.860%	\$	10,605,801
Illinois Park District Liquid Asset Fund Account	3.810%	\$	145,770

**Operating Investment Accounts**

ServisFirst Bank	4.392% due 12/12/25	\$	239,400
Affinity Bank	4.132% due 2/18/26	\$	239,900
Solera National Bank	4.184% due 2/18/26	\$	239,800
NexBank	4.143% due 2/18/26	\$	240,000
Consumers Credit Union	4.289% due 3/6/26	\$	239,600
Royal Business Bank	3.940% due 8/28/26	\$	240,400
NorthEast Community Bank	3.969% due 8/28/26	\$	240,400
State Bank of Texas	3.943% due 8/28/26	\$	240,400
First State Bank of DeQueen	3.974% due 9/8/26	\$	240,300

**\$ 19,704,194**

Working Solvency **\$ 19,704,194**

2024 Solvency **\$ 26,011,477**



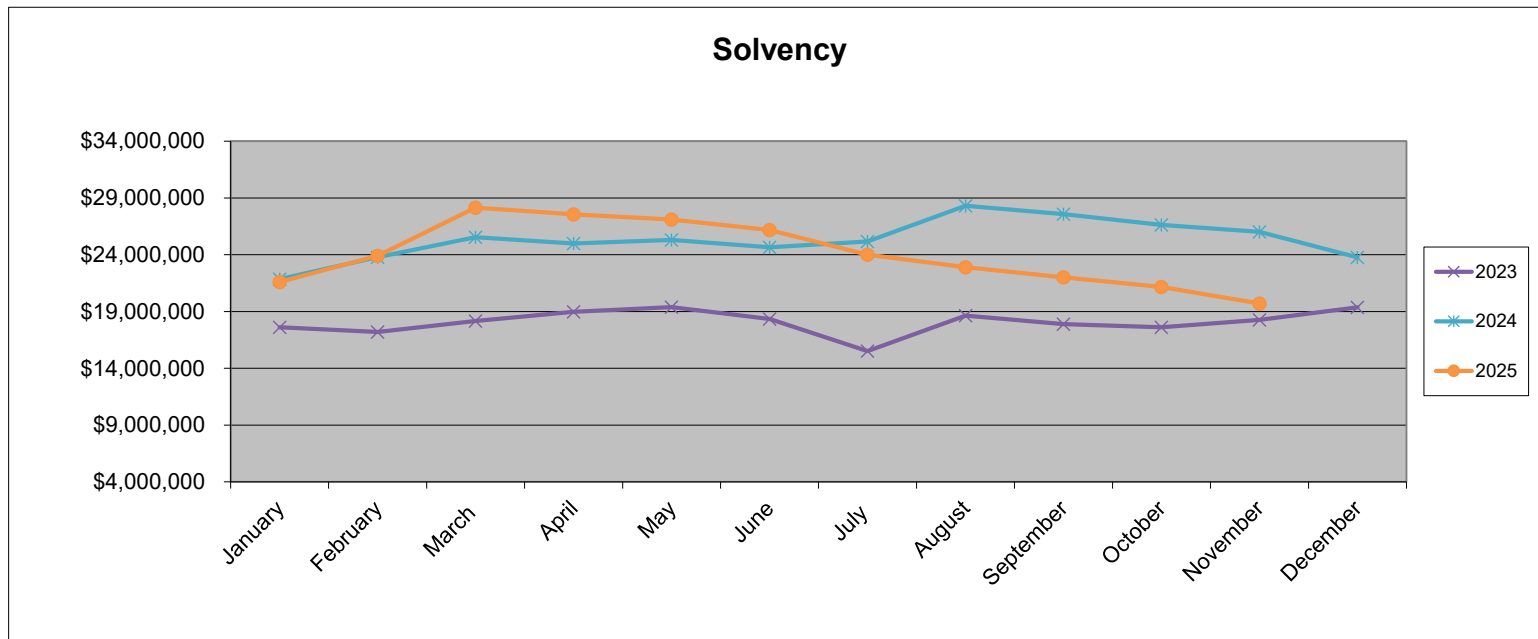
# PARK DISTRICT of OAK PARK

## Total Solvency

	2023
January	\$ 17,608,293
February	\$ 17,205,649
March	\$ 18,169,761
April	\$ 18,981,563
May	\$ 19,386,698
June	\$ 18,348,902
July	\$ 15,513,525
August	\$ 18,632,299
September	\$ 17,887,933
October	\$ 17,621,712
November	\$ 18,269,327
December	\$ 19,373,235

	2024
January	\$ 21,855,572
February	\$ 23,794,886
March	\$ 25,549,039
April	\$ 24,989,634
May	\$ 25,316,021
June	\$ 24,664,529
July	\$ 25,172,792
August	\$ 28,314,558
September	\$ 27,566,053
October	\$ 26,633,130
November	\$ 26,011,477
December	\$ 23,771,820

	2025
January	\$ 21,607,925
February	\$ 23,913,773
March	\$ 28,148,262
April	\$ 27,547,717
May	\$ 27,100,144
June	\$ 26,181,520
July	\$ 24,005,450
August	\$ 22,902,141
September	\$ 22,021,676
October	\$ 21,159,559
November	\$ 19,704,194
December	



## **IV. B**

Park District of Oak Park  
Voucher List for the Month of October  
Presented to the Board of Commissioners  
At their Meeting on December 18<sup>th</sup>, 2025

<b>Merchant</b>	<b>Date</b>	<b>Account Number</b>	<b>Debit Amount</b>
DOCUSIGN INC.	10/9/2025	10-00-52-00204	210
DOCUSIGN INC.	10/9/2025	10-00-52-00204	210
WAREHOUSE DIRECT	9/24/2025	10-00-53-00300	693.72
AMAZON MKTPL *QH8F60VO3	10/10/2025	10-00-53-00300	56.9
WEDNESDAY JOURNAL	10/9/2025	10-00-53-00300	65
AMAZON MKTPL *NV01G3TZ2	10/14/2025	10-00-53-00300	29.9
AMAZON MKTPL *NV5KQ5RO2	10/14/2025	10-00-53-00300	34.99
AMAZON MKTPL *NF0OD9MZ1	10/23/2025	10-00-53-00300	211.59
AMAZON MKTPL *NM40U0MO0	9/30/2025	10-00-53-00300	7.99
AMAZON MKTPL *NM0QG1AC1	10/1/2025	10-00-53-00300	65.42
AMAZON.COM*NU6QV69O1	10/6/2025	10-00-53-00300	69.72
PANERA BREAD #600788 P	10/8/2025	10-00-56-00605	43.77
ILLINOIS ASSOCIATION OF P	9/25/2025	10-00-56-00605	350
ILLINOIS ASSOCIATION OF P	10/1/2025	10-00-56-00605	350
ILLINOIS ASSOCIATION OF P	9/25/2025	10-00-56-00605	415
WALGREENS #11760	9/25/2025	10-00-56-00605	24.67
NRPA OPERATING	9/26/2025	10-00-56-00605	169.36
ILLINOIS ASSOCIATION OF P	9/29/2025	10-00-56-00605	415
IPRA* INV-44452	10/7/2025	10-00-56-00610	265
IPRA* INV-44419	10/8/2025	10-00-56-00610	265
IPRA* INV-44756	10/1/2025	10-00-56-00610	265
IPRA* IL	10/1/2025	10-00-56-00610	265
IPRA* INV-44427	10/23/2025	10-00-56-00610	265
IPRA* INV-44441	10/1/2025	10-00-56-00610	265
IPRA* INV-44403	10/6/2025	10-00-56-00610	265
PY *TRUE CUISINE CATERING	10/14/2025	10-00-56-00620	50
SQ *MAMA KAT'S SWEETS, LL	10/7/2025	10-00-56-00620	200
LAPEL PINS PLUS	10/13/2025	10-00-56-00620	975.6
SQ *SIGN EXPRESS / FELEX	9/30/2025	10-00-56-00620	698.65
MEXICAN REPUBLIC KITCH	9/26/2025	10-00-56-00621	111.52
JEWEL OSCO 0288	10/7/2025	10-00-56-00622	28.47
AMAZON MKTPL *NM9KU4VI1	10/15/2025	10-00-56-00622	114
CRAIGSLIST.ORG	9/27/2025	10-00-56-00655	45
ILIPRA.ORG	10/9/2025	10-00-56-00655	465
ILIPRA.ORG	10/16/2025	10-00-56-00655	465
CRAIGSLIST.ORG	10/17/2025	10-00-56-00655	45
CRAIGSLIST.ORG	10/22/2025	10-00-56-00655	45
COMCAST BUSINESS	10/9/2025	10-00-58-00820	3881.16
ALARM DETECTION SYSTEMS	10/6/2025	10-35-52-00299	291.72
EZTENTRENTALSLLC	10/1/2025	10-35-52-00299	2032.14
WAREHOUSE DIRECT	9/24/2025	10-35-53-00301	30.82
THE HOME DEPOT 1901	10/15/2025	10-35-53-00313	279.02
AMAZON MARK* NU8G05H00	10/21/2025	10-35-53-00320	14.99
AMAZON MARK* NU6909VL1	10/21/2025	10-35-53-00320	5.99
KOPPERT BIOLOGICAL SYSTEM	10/21/2025	10-35-53-00340	513.15
KOPPERT BIOLOGICAL SYSTEM	9/26/2025	10-35-53-00340	702.64
KOPPERT BIOLOGICAL SYSTEM	10/14/2025	10-35-53-00340	234.14
AMAZON MKTPL *NF2WS4LV2	10/17/2025	10-35-53-11105	31.76
AMAZON MKTPL *NF8TS9D61	10/17/2025	10-35-53-11105	36.99
THE HOME DEPOT 1901	10/10/2025	10-35-53-11105	366.39
DOLLAR TREE	10/11/2025	10-35-53-11105	51
DOLLARTREE	10/15/2025	10-35-53-11105	7.6
CHIPOTLE MEX GR ONLINE	10/15/2025	10-35-53-11105	69.52
CHIPOTLE MEX GR ONLINE	10/16/2025	10-35-53-11105	92.24
PETE S FRESH MARKET #12	9/25/2025	10-35-53-14400	17.36
OAK PARK BAKERY	10/17/2025	10-35-56-00600	55.15



<b>Merchant</b>	<b>Date</b>	<b>Account Number</b>	<b>Debit Amount</b>
ILLINOIS ASSOCIATION OF P	10/21/2025	10-35-56-00605	350
PARK DISTRICT RISK MANAGE	9/26/2025	10-35-56-00605	35
ILLINOIS ASSOCIATION OF P	9/30/2025	10-35-56-00605	350
IPRA* IL	10/15/2025	10-35-56-00610	265
U OF I ONLINE PAYMENT	10/22/2025	10-35-56-00610	25
VILLAGE OF OAK PARK	10/15/2025	10-35-58-00830	2152.98
ALARM DETECTION SYSTEMS	10/9/2025	10-50-52-00260	1199.7
ALARM DETECTION SYSTEMS	10/1/2025	10-50-52-00260	3130.22
ALARM DETECTION SYSTEMS	10/1/2025	10-50-52-00260	154.59
ALARM DETECTION SYSTEMS	9/30/2025	10-50-52-00260	290.28
ALARM DETECTION SYSTEMS	10/6/2025	10-50-52-00260	1534.47
ALARM DETECTION SYSTEMS	10/1/2025	10-50-52-00260	167.48
ALARM DETECTION SYSTEMS	10/1/2025	10-50-52-00260	582.81
HOMEDEPOT.COM	10/1/2025	10-50-52-00260	1104
KATOMRESTAU	10/2/2025	10-50-52-00260	5938.02
VILLAGE OF OAK PARK	10/1/2025	10-50-52-00260	50
CAT FOOTWEAR.COM	10/4/2025	10-50-53-00301	114.36
DUNGAREES INC	10/3/2025	10-50-53-00301	220.96
CAT FOOTWEAR.COM	10/6/2025	10-50-53-00301	-10.4
AMAZON MKTPL *NJ9ZF1II0	9/28/2025	10-50-53-00310	127.98
THE HOME DEPOT 1903	10/7/2025	10-50-53-00310	364.17
AMAZON RETA* NV4CI3MZ1	10/7/2025	10-50-53-00310	254.9
AMAZON RETA* NF9EM2FK0	10/10/2025	10-50-53-00310	267.78
AMAZON RETA* NV7ZG3UG1	10/8/2025	10-50-53-00310	88.45
AMAZON MKTPL *NV1SD8BQ2	10/7/2025	10-50-53-00310	89.15
GADSDORF TOOL AND MACHINE	10/1/2025	10-50-53-00310	960
THE HOME DEPOT #1903	10/5/2025	10-50-53-00310	48.92
AMAZON MKTPL *NF9IO0VC1	10/6/2025	10-50-53-00310	727.38
AMAZON MKTPL *NF1HK4P81	10/10/2025	10-50-53-00310	118.75
THE HOME DEPOT #1901	10/9/2025	10-50-53-00310	15.97
FORESTRY SUPPLIERS INC	10/16/2025	10-50-53-00310	663.45
AMAZON MKTPL *NM3HG76Q1	10/16/2025	10-50-53-00310	161.02
HOMEDEPOT.COM	10/16/2025	10-50-53-00311	51.92
HOMEDEPOT.COM	10/18/2025	10-50-53-00313	119.98
SP BRINNOSTORE.COM	10/1/2025	10-50-53-00313	1098.98
SP BRINNOSTORE.COM	10/2/2025	10-50-53-00313	2197.96
AMAZON MKTPL *NV57C7MM0	10/3/2025	10-50-53-00313	13.68
AMAZON MKTPL *NF3MO7330	10/16/2025	10-50-53-00313	11.99
SP BRINNOSTORE.COM	9/30/2025	10-50-53-00313	1149.99
SP BRINNOSTORE.COM	10/6/2025	10-50-53-00313	-1098.98
SP BRINNOSTORE.COM	10/13/2025	10-50-53-00313	-2197.96
AMAZON MKTPL *NM19Y93Q1	10/22/2025	10-50-53-00313	34.99
ARROW LOCKSMITH	10/10/2025	10-50-53-00313	40
MENARDS HODGKINS IL	10/6/2025	10-50-53-00313	25.95
AMAZON RETA* NM1672332	10/22/2025	10-50-53-00313	26.99
BLUECHIRPER.C* O #1037	9/27/2025	10-50-53-00313	1200
AMAZON MKTPL *NU5T74D21	10/21/2025	10-50-53-00313	174.22
PELICAN DATA PLAN	10/2/2025	10-50-53-00313	105
AMAZON MKTPL *K08YR6DF3	9/27/2025	10-50-53-00410	24.35
AMAZON MKTPL *559J78P63	9/26/2025	10-50-53-00410	37.98
AMAZON MKTPLACE PMTS	9/28/2025	10-50-53-00410	-24.35
ILLINOIS ASSOCIATION OF P	10/6/2025	10-50-56-00605	415
ILLINOIS ASSOCIATION OF P	10/3/2025	10-50-56-00605	350
IL ARBORIST ASSOC.	10/21/2025	10-50-56-00605	310
IPRA* IL	10/2/2025	10-50-56-00610	265
IPRA* IL	10/6/2025	10-50-56-00610	265

Merchant	Date	Account Number	Debit Amount
IPRA* INV-44423	9/29/2025	10-50-56-00610	265
HUDSON ENERGY ILLINOIS	10/9/2025	10-50-58-00800	3428.23
COMCAST / XFINITY	10/21/2025	10-50-58-00820	299.9
COMCAST / XFINITY	10/20/2025	10-50-58-00820	219.3
COMCAST / XFINITY	10/20/2025	10-50-58-00820	299.9
COMCAST / XFINITY	10/18/2025	10-50-58-00820	299.9
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	192.56
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	2123.72
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	733.87
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	17
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	192.56
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	11
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	11
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	1099.62
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	22.37
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	2591.43
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	3659.87
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	938.56
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	46.26
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	11
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	11
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	17
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	60.89
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	997.21
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	17
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	17
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	75.52
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	17
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	41.63
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	471.8
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	163.3
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	11
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	31.63
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	17
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	22.37
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	119.41
VILLAGE OF OAK PARK	10/15/2025	10-50-58-00830	11
Fund 10 Sub Total			\$61,939.94
FSP*CPR CERTIFIED TRAINER	9/25/2025	16-00-53-00350	583
AMAZON MKTPL*UV8WH32Q3	9/28/2025	16-00-53-00350	44.99
AMAZON MKTPL*NJ83T42B2	10/5/2025	16-00-53-00350	244.68
AMAZON MKTPL*NM8XD3S20	10/3/2025	16-00-53-00350	36.73
AMAZON MKTPL*NM03L96E1	10/16/2025	16-00-53-00350	38.94
ILLINOIS ASSOCIATION OF P	9/25/2025	16-00-56-00605	415
Fund 16 Sub Total			\$1,568.86
AMAZON MKTPL*NU4K10X30	10/20/2025	20-00-53-00399	45.89
ILLINOIS ASSOCIATION OF P	9/25/2025	20-00-56-00605	350
ILLINOIS ASSOCIATION OF P	9/25/2025	20-00-56-00605	350

<b>Merchant</b>	<b>Date</b>	<b>Account Number</b>	<b>Debit Amount</b>
ILLINOIS ASSOCIATION OF P	9/25/2025	20-00-56-00605	350
ILLINOIS ASSOCIATION OF P	9/25/2025	20-00-56-00605	350
ILLINOIS ASSOCIATION OF P	9/26/2025	20-00-56-00605	350
ILLINOIS ASSOCIATION OF P	9/29/2025	20-00-56-00605	350
ENVIRONMENTAL EDUCATIO	10/1/2025	20-00-56-00605	120
PAYPAL *EOWILSONBIO	9/30/2025	20-00-56-00605	15
OGLEBAY LODGING	10/2/2025	20-00-56-00605	2524.38
IPRA* INV-43712	10/2/2025	20-00-56-00605	265
ILLINOIS ASSOCIATION OF P	9/30/2025	20-00-56-00605	350
UNITED 0162337739669	10/6/2025	20-00-56-00605	404.96
IPRA* INV-44436	10/23/2025	20-00-56-00605	265
IPRA* INV-44401	10/7/2025	20-00-56-00610	265
IPRA* IL	9/30/2025	20-00-56-00610	245
IPRA* INV-44440	10/1/2025	20-00-56-00610	265
IPRA* INV-43934	10/2/2025	20-00-56-00610	265
IPRA* INV-43987	10/16/2025	20-00-56-00610	265
WHENTOWORK INC	10/16/2025	20-00-56-00610	2500
AMAZON MKTPL *LG6SZ9L43	9/26/2025	20-05-56-00222	93.15
BRAND MANAGEMENT GROUP	9/25/2025	20-05-56-00222	559.06
AMAZON MKTPL *NV1VX2Q12	10/8/2025	20-05-56-00222	628
BRAND MANAGEMENT GROUP	10/9/2025	20-05-56-00222	474.44
FACEBK *BJRDS357Z2	10/10/2025	20-05-56-00222	257.9
AMAZON MKTPL *NF8OZ3262	10/14/2025	20-05-56-00222	49.99
AMAZON MKTPL *NF6W35UU2	10/14/2025	20-05-56-00222	9.99
DIVINE SIGNS	10/22/2025	20-05-56-00222	232
ILLINOIS ASSOCIATION OF P	9/25/2025	20-05-56-00605	415
ILLINOIS ASSOCIATION OF P	9/25/2025	20-05-56-00605	350
ORANGE COUNTY C C CONC 77	10/18/2025	20-05-56-00605	22.32
IPRA* INV-44718	10/1/2025	20-05-56-00610	265
IPRA* INV-44412	10/6/2025	20-05-56-00610	265
SP DIRECT SPORTS INC	10/2/2025	20-27-53-13640	258.92
AMAZON MKTPL *NF9AW7422	10/10/2025	20-28-53-13428	252.96
COMCAST / XFINITY	10/24/2025	20-28-58-00820	631.6
AMAZON MKTPL *NV9XQ8981	10/7/2025	20-51-53-00300	9.99
AMAZON MKTPL *NM8XC8AO1	10/14/2025	20-51-53-00300	114.55
ROSATI'S PIZZA	10/9/2025	20-51-56-00600	87.68
ILLINOIS ASSOCIATION OF P	10/6/2025	20-51-56-00605	350
ILLINOIS ASSOCIATION OF P	10/9/2025	20-51-56-00605	-325
IPRA* INV-43765	10/6/2025	20-51-56-00610	265
VILLAGE OF OAK PARK	10/11/2025	20-61-52-12000	2756
LS TALERICO BAKERY	10/17/2025	20-61-52-12000	96.1
MUSEUM OF SCIENCE AND	10/9/2025	20-61-52-12030	681
LOWES #00907*	10/7/2025	20-61-52-12050	1737
2025 DISTURBIA HALLOWE	10/17/2025	20-61-52-12060	367.89
2025 DISTURBIA HALLOWE	10/18/2025	20-61-52-12060	36.79
ACT*DUPAGE FOREST	10/23/2025	20-61-52-12350	80
4IMPRINT, INC	10/10/2025	20-61-53-12000	580.55
AMAZON MKTPL *NF2D45582	10/12/2025	20-61-53-12000	23.38
AMAZON MKTPL *NM0T52VW1	10/15/2025	20-61-53-12000	32.26
JEWEL OSCO 0288	10/22/2025	20-61-53-12000	40.55
SALERNO'S PIZZA & PASTA O	10/22/2025	20-61-53-12000	86.63
DUNKIN #304897 Q35	10/19/2025	20-61-53-12010	146.57
TARGET 00020818	10/13/2025	20-61-53-12030	38.17
AMAZON MARK* NJ2JS3RG1	10/2/2025	20-61-53-12040	97.81
AMAZON MARK* NJ2GL96K2	10/2/2025	20-61-53-12040	46.52
AMAZON MARK* NJ1O58WD2	10/4/2025	20-61-53-12040	74.03

<b>Merchant</b>	<b>Date</b>	<b>Account Number</b>	<b>Debit Amount</b>
AMAZON MARK* NF2NX6LD0	10/6/2025	20-61-53-12040	109.47
AMAZON MARK* NV6P18BY2	10/8/2025	20-61-53-12040	42.96
AMAZON RETA* NV8BH9QI1	10/6/2025	20-61-53-12040	8.94
TARGET 00008375	10/5/2025	20-61-53-12040	42.82
AMAZON RETA* NV7JV58H2	10/8/2025	20-61-53-12040	92.91
AMAZON MARK* NF5R206G0	10/9/2025	20-61-53-12040	136.93
AMAZON MARK* NF6G350R1	10/9/2025	20-61-53-12040	24.77
AMAZON MARK* NV8IE1I92	10/9/2025	20-61-53-12040	50.7
AMAZON MARK* NF87M6Q80	10/9/2025	20-61-53-12040	60.77
AMAZON MARK* NF5JR3720	10/10/2025	20-61-53-12040	15.98
AMAZON MARK* NM5O64XV1	10/15/2025	20-61-53-12040	102.3
AMAZON RETA* NM68U9QL1	10/16/2025	20-61-53-12040	20.4
AMAZON MARK* NM34S77Y0	10/16/2025	20-61-53-12040	50.66
TARGET 00032706	10/17/2025	20-61-53-12040	79.16
DOLLAR TREE	10/17/2025	20-61-53-12040	34.25
MICHAELS #9490	10/18/2025	20-61-53-12040	22.73
TARGET 00008375	10/20/2025	20-61-53-12040	11.98
TARGET 00020818	10/20/2025	20-61-53-12040	11.98
COSTCO DELIVERY 580	10/22/2025	20-61-53-12040	2550.12
AMAZON RETA* NU9DN11B2	10/24/2025	20-61-53-12040	9.96
AMAZON MARK* NU8A36UQ1	10/23/2025	20-61-53-12040	39.94
SAFE SITTER INC	10/6/2025	20-61-53-12060	585
AMAZON MARK* NF1TO8NI2	10/10/2025	20-61-53-12060	54.95
SALERNO'S PIZZA & PASTA O	10/18/2025	20-61-53-12060	98.95
DOLLARTREE	9/26/2025	20-61-53-12350	36.55
PETCO 0675	9/26/2025	20-61-53-12350	27.98
AMAZON MKTPL*NJ06A6HQ1	9/30/2025	20-61-53-12350	57.91
JEWEL OSCO 0288	10/1/2025	20-61-53-12350	53.31
PETCO 0675	10/10/2025	20-61-53-12350	19.99
BINNYS BEVERAGE DEPOT 005	10/10/2025	20-61-53-12350	67.29
PETE S FRESH MARKET #12	10/10/2025	20-61-53-12350	37.91
DOLLARTREE	10/10/2025	20-61-53-12350	3.75
DOLLARTREE	10/1/2025	20-61-53-12360	64.3
JEWEL OSCO 0288	10/2/2025	20-61-53-12360	22.52
AMAZON MKTPL*NJ0AI6232	10/3/2025	20-61-53-13050	9.99
AMAZON MKTPL*NF9VY1X11	10/9/2025	20-61-53-13050	75.7
AMAZON MKTPL*NF58M4FH1	10/8/2025	20-62-53-12390	122.12
AMAZON MKTPL*NV78937E1	10/7/2025	20-62-53-12390	74.99
DHARMA TRADING CO	10/9/2025	20-62-53-12390	35
AMAZON MKTPL*NF5575VD0	10/8/2025	20-62-53-12500	97.97
WEISSMAN'S THEATRICAL SU	10/21/2025	20-62-53-12610	399.96
AMAZON MKTPL*NU31S7RH0	10/23/2025	20-62-53-12610	29.97
ALDI 40107	9/30/2025	20-63-53-12700	131.6
JEWEL OSCO 3236	10/6/2025	20-63-53-12700	23.93
CARNIVAL GROCERY OAK PAR	10/9/2025	20-63-53-12700	34.42
ALDI 40107	10/20/2025	20-63-53-12700	23.12
DOLLARTREE	10/6/2025	20-63-53-12740	13.75
DOLLARTREE	10/12/2025	20-63-53-12740	15.85
DOLLARTREE	9/30/2025	20-63-53-12840	60.25
PETE S FRESH MARKET #12	10/2/2025	20-63-53-12840	13.98
PUMPKIN MOON INC	10/10/2025	20-63-53-12840	18

**Fund 20 Sub Total**

**\$27,914.77**

Merchant	Date	Account Number	Debit Amount
COMCAST / XFINITY	10/16/2025	21-00-58-00820	202.9
VILLAGE OF OAK PARK	10/15/2025	21-00-58-00830	60.89
Fund 21 Sub Total			\$263.79
WHENTOWORK INC	10/16/2025	25-00-56-00610	1500
IPRA* INV-44000	10/8/2025	25-00-56-00610	265
IPRA* IL	10/21/2025	25-00-56-00610	265
WHENTOWORK INC	10/16/2025	25-19-52-00299	1176.5
AMAZON MKTPL *BJ2W46EH3	9/28/2025	25-19-53-00318	1516
AMAZON.COM*2B7WG4MP3	9/25/2025	25-19-53-00400	128.99
AMAZON MKTPLCE PMTS	9/30/2025	25-19-53-00400	-37.98
AMAZON MKTPL *BJ2W46EH3	9/28/2025	25-19-53-11600	24.99
STUFFED SAFARI	9/24/2025	25-20-53-11930	178.12
AMAZON.COM*016BI9T63	9/26/2025	25-20-53-11960	29.68
AMAZON MKTPL *O82PS6TC3	9/25/2025	25-20-53-11960	15.23
WRISTBAND.COM	10/15/2025	25-20-53-11980	110.8
AMAZON MKTPL *BJ2W46EH3	9/28/2025	25-20-56-00646	372.27
SP SPARX HOCKEY	10/3/2025	25-20-56-00646	339.85
AMAZON RETA* NF2330BD1	10/10/2025	25-20-56-00646	95.84
AMAZON MKTPL *NF0EO61F2	10/11/2025	25-20-56-00646	332.39
SP SPARX HOCKEY	10/10/2025	25-20-56-00646	130.87
AMAZON MKTPL *NU8AX7OE1	10/18/2025	25-20-56-00646	29.99
GKELITE	10/1/2025	25-24-53-11270	1228.59
GKELITE	10/1/2025	25-24-53-11270	133.35
ELITE SPORTSWEAR	10/7/2025	25-24-53-11270	315.75
PETE S FRESH MARKET #12	9/26/2025	25-24-53-11360	18.99
SLICE*CUZZOSPASTAPIZZA	9/27/2025	25-24-53-11360	160.29
MEETMAKER.COM	10/8/2025	25-24-56-00050	4181.4
MEETMAKER.COM	10/16/2025	25-24-56-00050	3632.85
UNITED 0162336837873	10/2/2025	25-24-56-00605	344.97
PRICELN*UNITED AIRLINE	10/3/2025	25-24-56-00605	12.6
PRICELN*UNITED AIRLINE	10/3/2025	25-24-56-00605	-6.3
UNITED 0164335014181	10/2/2025	25-24-56-00605	15.04
HERTZ #0765706	10/9/2025	25-24-56-00605	297.87
ILLINOIS ASSOCIATION OF P	10/9/2025	25-24-56-00605	350
IPRA* INV-44413	10/16/2025	25-24-56-00610	265
AMAZON MKTPL *NJ9372H21	9/30/2025	25-28-53-13428	30.79
AMAZON MKTPL *NV4L22BT1	10/5/2025	25-28-53-13428	210
AMAZON MKTPL *NF4O556J0	10/9/2025	25-28-53-13428	12.25
AMAZON MKTPL *NF8I89M71	10/10/2025	25-28-53-13428	50.36
COMCAST / XFINITY	10/24/2025	25-28-58-00820	223.64
VILLAGE OF OAK PARK	10/15/2025	25-28-58-00830	377.75
ALARM DETECTION SYSTEMS	10/1/2025	25-50-52-00261	681.21
ALARM DETECTION SYSTEMS	10/1/2025	25-50-52-00263	411.18
PARK DISTRICT RISK MANAGE	9/30/2025	25-50-56-00605	150
VILLAGE OF OAK PARK	10/15/2025	25-50-58-00831	1933.53
VILLAGE OF OAK PARK	10/15/2025	25-50-58-00831	1538.52
VILLAGE OF OAK PARK	10/15/2025	25-50-58-00832	130.7
VILLAGE OF OAK PARK	10/15/2025	25-50-58-00832	4659.21
VILLAGE OF OAK PARK	10/15/2025	25-50-58-00833	119.41
Fund 25 Sub Total			\$27,952.49

Merchant	Date	Account Number	Debit Amount
ALARM DETECTION SYSTEMS	10/1/2025	85-00-52-00260	445.41
PETE S FRESH MARKET #12	9/30/2025	85-00-52-11185	91.88
SQ *ANFORA WINE MERCHANTS	10/2/2025	85-00-52-11185	600.3
MAYA DEL SOL	10/4/2025	85-00-52-11185	494
PAY*PETE'S FRESH MARKE	10/13/2025	85-00-52-11185	106.31
AMAZON RETA* NG8SD4OD3	9/27/2025	85-00-53-00311	80.97
TARGET 00019240	10/8/2025	85-00-53-00311	10.29
AMAZON MKTPL *NF6KD1S00	10/9/2025	85-00-53-00311	11.59
AMAZON RETA* NF7WS3F72	10/10/2025	85-00-53-00311	12.69
TARGET 00008375	10/23/2025	85-00-53-00311	53.97
AMAZON MKTPL *NJ2026W12	10/4/2025	85-00-53-00313	40.95
TENT AND TABLE COM LLC	10/20/2025	85-00-53-00313	1142.33
AMAZON MKTPL *NU6XY1VZ1	10/21/2025	85-00-53-00313	28.98
AMAZON MKTPL *NU4H40UY0	10/22/2025	85-00-53-00313	29.43
PETE S FRESH MARKET #12	9/26/2025	85-00-53-11185	77.14
AMAZON MKTPL *NU4H40UY0	10/22/2025	85-00-53-12020	216.62
AMAZON MKTPL *NU6CC77O1	10/23/2025	85-00-53-12020	17.58
TARGET 00008375	10/23/2025	85-00-53-12020	163.25
ILLINOIS ASSOCIATION OF P	10/1/2025	85-00-56-00605	350
ILLINOIS ASSOCIATION OF P	10/3/2025	85-00-56-00605	350
IPRA* INV-44394	10/22/2025	85-00-56-00610	265
IPRA* IL	9/27/2025	85-00-56-00610	265
NATIONAL CENTER SAFETY	10/9/2025	85-00-56-00610	30
COMCAST / XFINITY	10/14/2025	85-00-58-00820	202.9
COMCAST / XFINITY	10/18/2025	85-00-58-00820	202.9
VILLAGE OF OAK PARK	10/15/2025	85-00-58-00830	888.8
PAY*PETE'S FRESH MARKE	10/13/2025	85-21-52-11185	106.3
PETE S FRESH MARKET #12	9/25/2025	85-21-52-12020	71.54
PETE S FRESH MARKET #12	9/27/2025	85-21-52-12020	18.97
AMAZON RETA* NG8SD4OD3	9/27/2025	85-21-53-00311	80.97
AMAZON MKTPL *NF9496FLO	10/6/2025	85-21-53-00313	163.76
TENT AND TABLE COM LLC	10/20/2025	85-21-53-00313	177.98
AMAZON MKTPL *NU8DA6HS1	10/21/2025	85-21-53-00313	31.83
TARGET 00019240	10/8/2025	85-21-53-12020	209.7
AMAZON MKTPL *NM7YY6EA1	10/14/2025	85-21-53-12020	44.94
AMAZON MKTPL *NM5DX3CP2	10/15/2025	85-21-53-12020	90.69
Fund Sub Total			\$7,174.97

**AP ACCOUNT DISTRIBUTION BY ACCOUNT**

Check Dates 11/01/2025 To 11/30/2025; Pay Dates 01/01/2025 To 12/31/2025

Both Accruals And Non Accruals

Check Run 0 To 2147483647

PO Number 0 To 2147483647; PO Refr Number 0 To 2147483647

Park District Of Oak Park

FY 2025

Open &amp; Paid Vouchers

R = Reference PO Number

Voucher Number	Vendor	PO Number	Check Number	Pay Date/ Check Date	Amount (\$)
<b>10 CORPORATE FUND</b>					
<b>10-00-21-20109 IMRF WITHHOLDING</b>					
64416	IMRF ILL MUNICIPAL RETIREMENT FUND		61587	11/21/2025	37,539.42
<b>10-00-21-20109 IMRF WITHHOLDING Subtotal</b>					<b>\$37,539.42</b>
<b>10-00-21-20111 HEALTH INSURANCE SECTION 125</b>					
64423	PDRMA PDRMA		61595	11/21/2025	14,924.82
<b>10-00-21-20111 HEALTH INSURANCE SECTION 125 Subtotal</b>					<b>\$14,924.82</b>
<b>10-00-21-20114 UNION DUES</b>					
64401	SEIU SEIU LOCAL 73		61603	11/21/2025	254.65
64401	SEIU SEIU LOCAL 73		61603	11/21/2025	236.13
<b>10-00-21-20114 UNION DUES Subtotal</b>					<b>\$490.78</b>
<b>10-00-21-20117 AFLAC SECTION 125</b>					
64350	AFLAC AFLAC ATTN: REMITTANCE PROCESSING		61501	11/07/2025	347.52
<b>10-00-21-20117 AFLAC SECTION 125 Subtotal</b>					<b>\$347.52</b>
<b>10-00-21-20118 AFLAC</b>					
64350	AFLAC AFLAC ATTN: REMITTANCE PROCESSING		61501	11/07/2025	255.12
<b>10-00-21-20118 AFLAC Subtotal</b>					<b>\$255.12</b>
<b>10-00-21-20119 I LIFE</b>					
64352	NCPERS NCPERS GROUP LIFE INSURANCE		61528	11/07/2025	6.00
64352	NCPERS NCPERS GROUP LIFE INSURANCE		61528	11/07/2025	6.00
<b>10-00-21-20119 I LIFE Subtotal</b>					<b>\$12.00</b>
<b>10-00-21-20120 ICMA WITHHELD</b>					
64351	ICMA MISSIONSQUARE RETIREMENT		61523	11/07/2025	2,461.87
64400	ICMA MISSIONSQUARE RETIREMENT		61584	11/21/2025	2,445.14
<b>10-00-21-20120 ICMA WITHHELD Subtotal</b>					<b>\$4,907.01</b>
<b>10-00-21-20131 ICMA ROTH IRA WITHHELD</b>					
64351	ICMA MISSIONSQUARE RETIREMENT		61523	11/07/2025	265.30
64400	ICMA MISSIONSQUARE RETIREMENT		61584	11/21/2025	265.53
<b>10-00-21-20131 ICMA ROTH IRA WITHHELD Subtotal</b>					<b>\$530.83</b>
<b>10-00-52-00200 LEGAL COUNSEL</b>					
64355	ELROD ELROD FRIEDMAN LLP	20251698	61516	11/07/2025	671.00
<b>10-00-52-00200 LEGAL COUNSEL Subtotal</b>					<b>\$671.00</b>
<b>10-00-52-00202 LEGAL PUBLICATIONS</b>					
64396	CHGOTRIB CHICAGO TRIBUNE MEDIA GROUP	20251711	61552	11/14/2025	20.02
<b>10-00-52-00202 LEGAL PUBLICATIONS Subtotal</b>					<b>\$20.02</b>
<b>10-00-52-00203 OFFICE EQUIPMENT SERVICE</b>					
64424	PITNEY PITNEY BOWES GLOBAL FINANCIAL SERVIC	20251742	61597	11/21/2025	288.30
<b>10-00-52-00203 OFFICE EQUIPMENT SERVICE Subtotal</b>					<b>\$288.30</b>
<b>10-00-52-00204 COMPUTER (IT) SERVICE</b>					
64325	NOVEN NOVENTECH, INC	20230123	61530	11/07/2025	85.00
64325	NOVEN NOVENTECH, INC	20230123	61530	11/07/2025	310.00

**AP ACCOUNT DISTRIBUTION BY ACCOUNT**

Check Dates 11/01/2025 To 11/30/2025; Pay Dates 01/01/2025 To 12/31/2025

Both Accruals And Non Accruals

Check Run 0 To 2147483647

PO Number 0 To 2147483647; PO Refr Number 0 To 2147483647

Park District Of Oak Park

FY 2025

Open &amp; Paid Vouchers

R = Reference PO Number

Voucher Number	Vendor	PO Number	Check Number	Pay Date/ Check Date	Amount (\$)
<b>10-00-52-00204 COMPUTER (IT) SERVICE</b>					
64325	NOVEN NOVENTECH, INC	20230123	61530	11/07/2025	12,092.25
64326	NOVEN NOVENTECH, INC	20230124	61530	11/07/2025	2,474.16
64354	TAILSCALE TAILSCALE US INC	20251699	61543	11/07/2025	40.92
64419	NOVEN NOVENTECH, INC	20230123	61591	11/21/2025	86.25
<b>10-00-52-00204 COMPUTER (IT) SERVICE Subtotal</b>					<b>\$15,088.58</b>
<b>10-00-52-00208 COPYING AND PRINTING- INTERNAL</b>					
64415	IMPACT IMPACT NETWORKING LLC	20251741	61586	11/21/2025	103.70
<b>10-00-52-00208 COPYING AND PRINTING- INTERNAL Subtotal</b>					<b>\$103.70</b>
<b>10-00-52-00210 POSTAGE AND DELIVERY</b>					
64426	PURCHASEP PURCHASE POWER	20251743	61599	11/21/2025	214.99
<b>10-00-52-00210 POSTAGE AND DELIVERY Subtotal</b>					<b>\$214.99</b>
<b>10-00-52-00299 CONTRACTUAL SERVICES - OTHER</b>					
64348	PAYCOM PAYCOM PAYROLL, LLC		61536	11/07/2025	5,221.92
64349	PAYCOM PAYCOM PAYROLL, LLC		61536	11/07/2025	5,704.64
64422	PAYCOM PAYCOM PAYROLL, LLC		61594	11/21/2025	5,233.22
64437	PICKENS PICKENS-KANE BUSINESS SERVICES	20251744	61596	11/21/2025	85.00
64603	PICKENS PICKENS-KANE BUSINESS SERVICES	20251871		12/12/2025	85.00
<b>10-00-52-00299 CONTRACTUAL SERVICES - OTHER Subtotal</b>					<b>\$16,329.78</b>
<b>10-00-52-00650 BANK SERVICE CHARGE</b>					
64341	CARDCONN CARD CONNECT			11/07/2025	7,821.98
64537	CARDCONN CARD CONNECT			12/12/2025	6,656.28
<b>10-00-52-00650 BANK SERVICE CHARGE Subtotal</b>					<b>\$14,478.26</b>
<b>10-00-53-00300 OFFICE EXPENSE</b>					
64589	WAREHOUS WAREHOUSE DIRECT OFFICE	20251853		12/12/2025	435.00
64597	HARRIS HARRIS COMPUTER SYSTEMS MSI, INC.	20251868		12/12/2025	125.00
<b>10-00-53-00300 OFFICE EXPENSE Subtotal</b>					<b>\$560.00</b>
<b>10-00-56-00600 EMPLOYEE RECOGNITION</b>					
64524	CIRCLE CIRCLE LANES			12/10/2025	525.00
64593	PEDRAZAAR ARLENE PEDRAZA			12/12/2025	86.18
<b>10-00-56-00600 EMPLOYEE RECOGNITION Subtotal</b>					<b>\$611.18</b>
<b>10-00-56-00620 ADMINISTRATIVE EXPENSE</b>					
64372	M&MSPORTS M&M SPORTS SCENE INC.	20251708	61561	11/14/2025	15,220.25
<b>10-00-56-00620 ADMINISTRATIVE EXPENSE Subtotal</b>					<b>\$15,220.25</b>
<b>10-00-56-00621 DIRECTOR EXPENSE</b>					
64301	ARNOLDJ JAN ARNOLD		61504	11/07/2025	67.88
<b>10-00-56-00621 DIRECTOR EXPENSE Subtotal</b>					<b>\$67.88</b>
<b>10-35-53-00301 UNIFORMS</b>					
64546	CUSTOMPRO CUSTOM PROMOS	20251851		12/12/2025	443.75
<b>10-35-53-00301 UNIFORMS Subtotal</b>					<b>\$443.75</b>
<b>10-35-53-11100 GIFT SHOP</b>					



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<b>10-35-53-11100 GIFT SHOP</b>					
64305	CLESEN CLESEN WHOLESALE	20251685	61513	11/07/2025	10,782.97
64606	OLDWORLDC OLD WORLD CHRISTMAS INC.	20251863		12/12/2025	1,949.64
<b>10-35-53-11100 GIFT SHOP Subtotal</b>					<b>\$12,732.61</b>
<b>10-35-53-11105 CONSERVATORY SPECIAL EVENTS</b>					
64305	CLESEN CLESEN WHOLESALE	20251685	61513	11/07/2025	1,500.00
<b>10-35-53-11105 CONSERVATORY SPECIAL EVENTS Subtotal</b>					<b>\$1,500.00</b>
<b>10-35-56-11100 GIFT SHOP - SALES TAX</b>					
64414	ILLTAX ILLINOIS DEPT. OF REVENUE		61585	11/21/2025	136.00
64559	ILLDEP ILLINOIS DEPT. OF REVENUE			12/12/2025	1,991.00
<b>10-35-56-11100 GIFT SHOP - SALES TAX Subtotal</b>					<b>\$2,127.00</b>
<b>10-35-58-00800 ELECTRICITY</b>					
64310	COMED COMED	20230129	61514	11/07/2025	784.52
64538	COMED COMED	20230129		12/12/2025	1,165.23
<b>10-35-58-00800 ELECTRICITY Subtotal</b>					<b>\$1,949.75</b>
<b>10-35-58-00810 NATURAL GAS</b>					
64384	NICOR NICOR GAS	20230134	61564	11/14/2025	740.35
<b>10-35-58-00810 NATURAL GAS Subtotal</b>					<b>\$740.35</b>
<b>10-50-52-00260 PROPERTY REPAIR</b>					
64299	ALLTYPES ALL TYPES ELEVATORS, INC.	20251676	61502	11/07/2025	210.00
64300	ANDLOCK ANDERSON LOCK	20251460	61503	11/07/2025	629.85
64329	PARKREA PARKREATION, INC.	20251488	61535	11/07/2025	16,933.00
64333	SCHAU SCHAUER'S HARDWARE	20251679	61540	11/07/2025	62.17
64356	THEVILLAG THE VILLAGE OF OAK PARK	20251700	61544	11/07/2025	10,153.50
64358	A&M A&M FENCE CORP	20251701	61549	11/14/2025	1,480.00
64359	ANDERSONE SOUTH WEST INDUSTRIES, INC.	20251702	61550	11/14/2025	180.00
64368	GRAINGER GRAINGER, INC.	20251704	61556	11/14/2025	137.85
64386	NUTOYS NUTOYS LEISURE PRODUCTS	20251689	61565	11/14/2025	858.10
64402	ARROW ARROW LOCKSMITH SERVICE	20251729	61574	11/21/2025	1,189.75
64403	AUTOMATDO AUTOMATIC DOOR AUTHORITY INC	20251725	61575	11/21/2025	761.25
64530	ALARM ALARM SECURITY INC.	20251807		12/12/2025	3,282.60
64531	ALLTYPES ALL TYPES ELEVATORS, INC.	20251823		12/12/2025	505.00
64539	ANDLOCK ANDERSON LOCK	20251812		12/12/2025	10.27
64580	ANDERSONE SOUTH WEST INDUSTRIES, INC.	20251841		12/12/2025	180.00
64602	A&M A&M FENCE CORP	20251826		12/12/2025	1,245.00
<b>10-50-52-00260 PROPERTY REPAIR Subtotal</b>					<b>\$37,818.34</b>
<b>10-50-52-00265 FLEET SERVICE</b>					
64315	GRAINGER GRAINGER, INC.	20251673	61519	11/07/2025	205.89
64360	ATLASBOB ATLAS BOBCAT COMPANIES	20251703	61551	11/14/2025	244.40
<b>10-50-52-00265 FLEET SERVICE Subtotal</b>					<b>\$450.29</b>
<b>10-50-52-00270 LANDSCAPING SERVICE</b>					
64547	DAVEYRESO DAVEY RESOURCE GROUP, INC.	20251850		12/12/2025	1,410.88

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<b>10-50-52-00270 LANDSCAPING SERVICE Subtotal</b>					<b>\$1,410.88</b>
<b>10-50-52-00280 SCAVENGER SERVICE</b>					
64320	LRS LAKESHORE RECYCLING SYSTEMS, LLC	20251678	61526	11/07/2025	1,703.29
64371	LRS LAKESHORE RECYCLING SYSTEMS, LLC	20251690	61560	11/14/2025	1,683.62
64563	LRS LAKESHORE RECYCLING SYSTEMS, LLC	20251817		12/12/2025	153.36
<b>10-50-52-00280 SCAVENGER SERVICE Subtotal</b>					<b>\$3,540.27</b>
<b>10-50-52-00285 PORTABLE RESTROOMS</b>					
64579	SERV SERVICE SANITATION INC.	20251813		12/12/2025	75.00
<b>10-50-52-00285 PORTABLE RESTROOMS Subtotal</b>					<b>\$75.00</b>
<b>10-50-52-00286 SPORTS FIELD IMPROVEMENTS</b>					
64409	FIELDTURF FIELDTURF USA, INC.	20251724	61580	11/21/2025	2,750.00
<b>10-50-52-00286 SPORTS FIELD IMPROVEMENTS Subtotal</b>					<b>\$2,750.00</b>
<b>10-50-52-00415 EQUIPMENT - RENTAL</b>					
64567	OLEARYS O'LEARY'S	20251819		12/12/2025	1,955.75
<b>10-50-52-00415 EQUIPMENT - RENTAL Subtotal</b>					<b>\$1,955.75</b>
<b>10-50-53-00310 SUPPLIES-PARKS</b>					
64305	CLESEN CLESEN WHOLESALE	20251685	61513	11/07/2025	1,200.00
64436	TURFWERKS TURFWERKS	20251720	61606	11/21/2025	649.00
<b>10-50-53-00310 SUPPLIES-PARKS Subtotal</b>					<b>\$1,849.00</b>
<b>10-50-53-00313 SUPPLIES - BUILDING MATERIALS</b>					
64333	SCHAU SCHAUER'S HARDWARE	20251679	61540	11/07/2025	72.84
64388	SCHAU SCHAUER'S HARDWARE	20251693	61569	11/14/2025	8.08
64430	SCHAU SCHAUER'S HARDWARE	20251718	61602	11/21/2025	197.98
64431	SCHAU SCHAUER'S HARDWARE	20251721	61602	11/21/2025	93.56
64433	STATECHEM STATE CHEMICAL SOLUTIONS	20251728	61604	11/21/2025	2,771.67
64551	GEM GEM ELECTRIC SUPPLY, INC.	20251808		12/12/2025	247.14
64552	GRAINGER GRAINGER, INC.	20251820		12/12/2025	313.32
64553	GRAINGER GRAINGER, INC.	20251825		12/12/2025	483.44
64577	SCHAU SCHAUER'S HARDWARE	20251809		12/12/2025	18.98
<b>10-50-53-00313 SUPPLIES - BUILDING MATERIALS Subtotal</b>					<b>\$4,207.01</b>
<b>10-50-53-00410 EQUIPMENT</b>					
64411	GRAINGER GRAINGER, INC.	20251723	61582	11/21/2025	83.27
<b>10-50-53-00410 EQUIPMENT Subtotal</b>					<b>\$83.27</b>
<b>10-50-58-00800 ELECTRICITY</b>					
64308	COMED COMED	20230086	61514	11/07/2025	87.55
64309	COMED COMED	20230087	61514	11/07/2025	369.98
64310	COMED COMED	20230129	61514	11/07/2025	1,180.96
64363	COMED COMED	20230129	61553	11/14/2025	606.47
64365	COMED COMED	20230138	61553	11/14/2025	631.03
64370	HUDSON HUDSON ENERGY - IL	20230104	61557	11/14/2025	319.22
64526	HUDSON HUDSON ENERGY - IL	20230104		12/12/2025	339.22
64538	COMED COMED	20230129		12/12/2025	1,753.60

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<b>10-50-58-00800 ELECTRICITY</b>					
64543	COMED COMED	20230087		12/12/2025	696.82
64544	COMED COMED	20230138		12/12/2025	1,166.95
64558	HUDSON HUDSON ENERGY - IL	20230104		12/12/2025	339.22
<b>10-50-58-00800 ELECTRICITY Subtotal</b>					<b>\$7,491.02</b>
<b>10-50-58-00810 NATURAL GAS</b>					
64323	NICOR NICOR GAS	20230091	61529	11/07/2025	244.77
64324	NICOR NICOR GAS	20230103	61529	11/07/2025	201.79
64346	NICOR NICOR GAS	20230096	61529	11/07/2025	237.64
64347	NICOR NICOR GAS	20230101	61529	11/07/2025	57.84
64376	NICOR NICOR GAS	20230090	61564	11/14/2025	64.47
64377	NICOR NICOR GAS	20230093	61564	11/14/2025	306.03
64378	NICOR NICOR GAS	20230094	61564	11/14/2025	195.17
64380	NICOR NICOR GAS	20230097	61564	11/14/2025	125.44
64381	NICOR NICOR GAS	20230102	61564	11/14/2025	131.92
<b>10-50-58-00810 NATURAL GAS Subtotal</b>					<b>\$1,565.07</b>
<b>Fund 10 Subtotal</b>					<b>\$205,350.80</b>
<b>16 LIABILITY</b>					
<b>16-00-52-00514 EMPLOYEE SCREENINGS</b>					
64366	FASTEST FASTEST LABS OF NW CHICAGO	20251706	61554	11/14/2025	413.14
64560	ILLSTA ILLINOIS STATE POLICE DIV. OF ADMINISTRA	20251864		12/12/2025	150.00
<b>16-00-52-00514 EMPLOYEE SCREENINGS Subtotal</b>					<b>\$563.14</b>
<b>16-00-53-00350 RISK CARE MANAGEMENT</b>					
64583	SYSTEMS SYSTEMS & CABLING SOLUTIONS, INC.	20251836		12/12/2025	6,125.00
64590	WAREHOUS WAREHOUSE DIRECT OFFICE	20251865		12/12/2025	98.28
64599	PERRYWEAT PERRY WEATHER INC	20251869		12/12/2025	6,138.59
<b>16-00-53-00350 RISK CARE MANAGEMENT Subtotal</b>					<b>\$12,361.87</b>
<b>16-00-56-00605 CONFERENCE AND TRAINING</b>					
64569	PDRMA PDRMA	20251845		12/12/2025	350.00
64570	PDRMA PDRMA	20251846		12/12/2025	25.00
<b>16-00-56-00605 CONFERENCE AND TRAINING Subtotal</b>					<b>\$375.00</b>
<b>Fund 16 Subtotal</b>					<b>\$13,300.01</b>
<b>20 RECREATION</b>					
<b>20-00-21-20135 REFUNDS DUE</b>					
1076	RECTEMP John Silvey			08/09/2025	135.00
1077	RECTEMP Carrie Goldbeck			08/09/2025	62.00
1078	RECTEMP Justin Nieting			08/09/2025	10.00
1079	RECTEMP Lucas Sardenberg			08/09/2025	228.00
1080	RECTEMP Cassie Sater			08/09/2025	311.00
1081	RECTEMP Nancy D. Moonan			08/09/2025	10.00
1082	RECTEMP Monika Collins			08/09/2025	500.00
1083	RECTEMP Janet DeLorenzo			08/09/2025	325.00
1084	RECTEMP Jeanet Cordero			08/09/2025	125.00

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<b>20-00-21-20135 REFUNDS DUE</b>					
62346	TENUTO FRANK TENUTO			03/28/2025	10.00
63102	DIATTA JAMIE DIATTA			06/27/2025	300.00
64397	CAFFREY KRISTIN CAFFREY		61558	11/14/2025	200.00
64398	WOODWORTH RANDI WOODWORTH		61567	11/14/2025	200.00
64412	HARRISCD DEBORAH CROOK-HARRIS		61578	11/21/2025	100.00
64556	HARRISMAL MARCIA HARRIS			12/12/2025	264.00
<b>20-00-21-20135 REFUNDS DUE Subtotal</b>					<b>\$2,780.00</b>
<b>20-00-52-00650 BANK SERVICE CHARGE</b>					
64341	CARDCONN CARD CONNECT			11/07/2025	7,821.98
64537	CARDCONN CARD CONNECT			12/12/2025	6,656.27
<b>20-00-52-00650 BANK SERVICE CHARGE Subtotal</b>					<b>\$14,478.25</b>
<b>20-00-53-00399 SUPPLIES - OTHER</b>					
64373	M&MSPORTS M&M SPORTS SCENE INC.	20251660	61561	11/14/2025	295.20
<b>20-00-53-00399 SUPPLIES - OTHER Subtotal</b>					<b>\$295.20</b>
<b>20-00-57-00657 2019 BOND PAYMENT - INTEREST</b>					
64536	AMALGAM AMALGAMATED BANK OF CHICAGO			12/12/2025	150,700.00
<b>20-00-57-00657 2019 BOND PAYMENT - INTEREST Subtotal</b>					<b>\$150,700.00</b>
<b>20-00-57-00658 2020 BOND PAYMENT - PRINCIPAL</b>					
64534	AMALGAM AMALGAMATED BANK OF CHICAGO			12/12/2025	1,350,000.00
<b>20-00-57-00658 2020 BOND PAYMENT - PRINCIPAL Subtotal</b>					<b>\$1,350,000.00</b>
<b>20-00-57-00659 2020 BOND PAYMENT - INTEREST</b>					
64534	AMALGAM AMALGAMATED BANK OF CHICAGO			12/12/2025	131,375.00
<b>20-00-57-00659 2020 BOND PAYMENT - INTEREST Subtotal</b>					<b>\$131,375.00</b>
<b>20-00-57-00661 2021 BOND PAYMENT - INTEREST</b>					
64535	AMALGAM AMALGAMATED BANK OF CHICAGO			12/12/2025	82,500.00
<b>20-00-57-00661 2021 BOND PAYMENT - INTEREST Subtotal</b>					<b>\$82,500.00</b>
<b>20-05-52-00209 Copying and Printing - External</b>					
64313	FORPRI FOREST PRINTING CO. INC.	20251657	61518	11/07/2025	5,426.38
64314	FORPRI FOREST PRINTING CO. INC.	20251658	61518	11/07/2025	186.78
64410	FORPRI FOREST PRINTING CO. INC.	20251715	61581	11/21/2025	4,558.20
64595	FORPRI FOREST PRINTING CO. INC.	20251858		12/12/2025	9,926.68
<b>20-05-52-00209 Copying and Printing - External Subtotal</b>					<b>\$20,098.04</b>
<b>20-05-56-00222 Marketing</b>					
64367	FOCUSCOPE FOCUSCOPE, INC.	20251709	61555	11/14/2025	3,600.00
64549	FOCUSCOPE FOCUSCOPE, INC.	20251804		12/12/2025	6,843.00
<b>20-05-56-00222 Marketing Subtotal</b>					<b>\$10,443.00</b>
<b>20-05-56-00225 Advertising</b>					
64566	OAKPARKRI OAK PARK RIVER FOREST CHAMBER O	20251803		12/12/2025	50.00
<b>20-05-56-00225 Advertising Subtotal</b>					<b>\$50.00</b>
<b>20-26-52-13800 YOUTH TENNIS</b>					

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64336	SKYHAWKS SKYHAWKS SPORTS ACADEMY LLC	20251655	61542	11/07/2025	1,213.80
<b>20-26-52-13800 YOUTH TENNIS Subtotal</b>					<b>\$1,213.80</b>
<b>20-26-52-13870 YOUTH SPORTS CLINICS</b>					
64304	CHGOFIRE CHICAGO FIRE SOCCER LLC	20251647	61512	11/07/2025	1,814.40
64344	OPYB OAK PARK YOUTH BASEBALL / SOFTBALL	20251697	61531	11/07/2025	585.00
64357	1000WATTS 1000 WATTS SPORTS	20251707	61548	11/14/2025	5,554.50
64541	CARPENTER ERIC CARPENTER	20251839		12/12/2025	937.50
64542	CHGOFIRE CHICAGO FIRE SOCCER LLC	20251838		12/12/2025	1,881.60
64561	ILLSHOTO ILLINOIS SHOTOKAN KARATE INC	20251857		12/12/2025	26,264.00
64574	FINDLAY MURRAY FINDLAY	20251848		12/12/2025	4,900.00
64586	ULTIMATEN ULTIMATE NINJAS ELMHURST	20251852		12/12/2025	980.00
64587	UNG DIANA S. UNGER	20251847		12/12/2025	3,108.00
<b>20-26-52-13870 YOUTH SPORTS CLINICS Subtotal</b>					<b>\$46,025.00</b>
<b>20-26-53-13750 YOUTH SPORTS LEAGUES</b>					
64405	BSNSPORT BSN SPORT INC	20251713	61576	11/21/2025	339.74
64406	BSNSPORT BSN SPORT INC	20251733	61576	11/21/2025	180.18
64407	BSNSPORT BSN SPORT INC	20251734	61576	11/21/2025	3,258.20
64605	BSNSPORT BSN SPORT INC	20251873		12/12/2025	486.22
<b>20-26-53-13750 YOUTH SPORTS LEAGUES Subtotal</b>					<b>\$4,264.34</b>
<b>20-27-52-13585 ADULT SPORTS PROGRAMS</b>					
64328	PANEK BRIAN W. PANEK	20251663	61534	11/07/2025	1,320.00
64427	QUI QUICKSCORES.COM	20251714	61600	11/21/2025	56.00
64565	OAKPKAIK OAK PARK AIKIKAI, INC	20251840		12/12/2025	1,383.38
<b>20-27-52-13585 ADULT SPORTS PROGRAMS Subtotal</b>					<b>\$2,759.38</b>
<b>20-27-52-13640 ADULT SOFTBALL LEAGUES</b>					
64328	PANEK BRIAN W. PANEK	20251663	61534	11/07/2025	540.00
<b>20-27-52-13640 ADULT SOFTBALL LEAGUES Subtotal</b>					<b>\$540.00</b>
<b>20-27-52-13670 ADULT VOLLEYBALL LEAGUES</b>					
64428	QUI QUICKSCORES.COM	20251732	61600	11/21/2025	28.00
<b>20-27-52-13670 ADULT VOLLEYBALL LEAGUES Subtotal</b>					<b>\$28.00</b>
<b>20-27-53-13585 ADULT SPORTS PROGRAMS</b>					
64404	BARNARDLJ LAURA JANE BARNARD	20251737	61589	11/21/2025	350.00
<b>20-27-53-13585 ADULT SPORTS PROGRAMS Subtotal</b>					<b>\$350.00</b>
<b>20-61-52-12000 FRANK LLOYD WRIGHT RACE</b>					
64334	SERV SERVICE SANITATION INC.	20251672	61541	11/07/2025	1,160.00
<b>20-61-52-12000 FRANK LLOYD WRIGHT RACE Subtotal</b>					<b>\$1,160.00</b>
<b>20-61-52-12030 COMMUNITY DAY CAMPS</b>					
64332	SAFEWAY SAFEWAY TRANSPORTATION SERVICES (	20251686	61539	11/07/2025	1,376.25
<b>20-61-52-12030 COMMUNITY DAY CAMPS Subtotal</b>					<b>\$1,376.25</b>
<b>20-61-52-12050 ACTIVE ADULTS PROGRAMS</b>					
64339	WELSH NICKIE WELSH	20251656	61547	11/07/2025	40.00

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<b>20-61-52-12050 ACTIVE ADULTS PROGRAMS Subtotal</b>					<b>\$40.00</b>
<b>20-61-52-12360 NATURE AND ADVENTURE CAMPS</b>					
64420	OAKPARK OAK PARK DISTRICT 97	20251712	61592	11/21/2025	1,196.75
<b>20-61-52-12360 NATURE AND ADVENTURE CAMPS Subtotal</b>					<b>\$1,196.75</b>
<b>20-61-52-13050 Fitness Exercise</b>					
64343	LESMILLS LES MILLS UNITED STATES TRADING INC.	20251688	61524	11/07/2025	336.00
<b>20-61-52-13050 Fitness Exercise Subtotal</b>					<b>\$336.00</b>
<b>20-61-53-12040 AFTERSCHOOL PROGRAMS</b>					
64373	M&MSPORTS M&M SPORTS SCENE INC.	20251660	61561	11/14/2025	612.40
64600	WATTALEXI ALEXIA WATT			12/12/2025	650.32
<b>20-61-53-12040 AFTERSCHOOL PROGRAMS Subtotal</b>					<b>\$1,262.72</b>
<b>20-61-53-12060 Teen Programs</b>					
64373	M&MSPORTS M&M SPORTS SCENE INC.	20251660	61561	11/14/2025	169.10
<b>20-61-53-12060 Teen Programs Subtotal</b>					<b>\$169.10</b>
<b>20-63-53-12700 PRESCHOOL</b>					
64361	CASTANEDA MARIA CASTANEDA		61562	11/14/2025	1.50
64361	CASTANEDA MARIA CASTANEDA		61562	11/14/2025	15.10
64361	CASTANEDA MARIA CASTANEDA		61562	11/14/2025	5.99
64361	CASTANEDA MARIA CASTANEDA		61562	11/14/2025	5.00
64361	CASTANEDA MARIA CASTANEDA		61562	11/14/2025	2.00
<b>20-63-53-12700 PRESCHOOL Subtotal</b>					<b>\$29.59</b>
<b>Fund 20 Subtotal</b>					<b>\$1,823,470.42</b>
<b>21 MUSEUM</b>					
<b>21-00-52-00260 PROPERTY REPAIR</b>					
64434	TECHSYS TECH SYSTEMS, INC.	20251719	61605	11/21/2025	605.65
<b>21-00-52-00260 PROPERTY REPAIR Subtotal</b>					<b>\$605.65</b>
<b>21-00-58-00800 ELECTRICITY</b>					
64363	COMED COMED	20230129	61553	11/14/2025	1,030.09
64538	COMED COMED	20230129		12/12/2025	1,532.44
<b>21-00-58-00800 ELECTRICITY Subtotal</b>					<b>\$2,562.53</b>
<b>Fund 21 Subtotal</b>					<b>\$3,168.18</b>
<b>25 SPECIAL FACILITIES</b>					
<b>25-00-16-00060 PREPAID EXPENSE</b>					
64337	UGA UNITED GYMNASTICS ACADEMY	20251687	61545	11/07/2025	3,960.00
64573	PREMIER PREMIER GYMNASTICS ACADEMY	20251806		12/12/2025	3,450.00
<b>25-00-16-00060 PREPAID EXPENSE Subtotal</b>					<b>\$7,410.00</b>
<b>25-20-52-11965 TRAVEL HOCKEY</b>					
63575	MIDCOASTH MID COAST HOCKEY OFFICIALS LLC	20251139		08/08/2025	5,492.00
64375	MIDCOASTH MID COAST HOCKEY OFFICIALS LLC	20251662	61563	11/14/2025	1,003.00
64564	NWHL NWHL TREASURER C/O JACK WOOD	20251833		12/12/2025	6,550.00
<b>25-20-52-11965 TRAVEL HOCKEY Subtotal</b>					<b>\$13,045.00</b>

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<b>25-20-52-11980 RINK SPECIAL EVENTS</b>					
64387	PILGRIM PILGRIM CONGREGATIONAL CHURCH	20251659	61566	11/14/2025	125.00
<b>25-20-52-11980 RINK SPECIAL EVENTS Subtotal</b>					<b>\$125.00</b>
<b>25-20-53-11950 LEARN TO SKATE</b>					
64374	M&MSPORTS M&M SPORTS SCENE INC.	20251661	61561	11/14/2025	980.00
<b>25-20-53-11950 LEARN TO SKATE Subtotal</b>					<b>\$980.00</b>
<b>25-24-56-00675 SALES TAX</b>					
64414	ILLTAX ILLINOIS DEPT. OF REVENUE		61585	11/21/2025	15.00
64559	ILLDEP ILLINOIS DEPT. OF REVENUE			12/12/2025	450.00
<b>25-24-56-00675 SALES TAX Subtotal</b>					<b>\$465.00</b>
<b>25-28-52-00260 CRC PROPERTY REPAIR</b>					
64417	JOHNSON JOHNSON CONTROLS FIRE PROTECTION	20251722	61588	11/21/2025	975.00
64550	FOXVALLEY FOX VALLEY FIRE & SAFETY CO.	20251814		12/12/2025	150.00
64562	KONEINC. KONE INC.	20251822		12/12/2025	2,456.91
<b>25-28-52-00260 CRC PROPERTY REPAIR Subtotal</b>					<b>\$3,581.91</b>
<b>25-28-52-13428 CRC CONTRACTUAL</b>					
64306	COAKLEYA AYDEN MARLON COAKLEY	20251669	61506	11/07/2025	100.00
64312	FALAISE OLIVIA KATELYN FALAISE	20251666	61532	11/07/2025	100.00
64316	HARBERC CYRUS HARBER	20251667	61515	11/07/2025	100.00
64319	HOLMANAZA AZALEA HOLMAN	20251670	61507	11/07/2025	100.00
64321	MONTILLAC CARMEN MONTILLA	20251671	61511	11/07/2025	100.00
64335	SIMMONSNS NAOMI SA'RAI SIMMONS	20251665	61527	11/07/2025	100.00
64340	ZOTALISK IAN A. KIMBALL-ZOTALIS	20251668	61522	11/07/2025	100.00
64369	HARBER WILLOW HARBER	20251664	61573	11/14/2025	100.00
64418	LIFEFITNE LIFE FITNESS, LLC	20251730	61590	11/21/2025	473.62
<b>25-28-52-13428 CRC CONTRACTUAL Subtotal</b>					<b>\$1,273.62</b>
<b>25-28-53-00311 SUPPLIES - CLEANING &amp; HOUSEHOLD</b>					
64338	WAREHOUS WAREHOUSE DIRECT OFFICE	20251674	61546	11/07/2025	3,175.77
64394	WAREHOUS WAREHOUSE DIRECT OFFICE	20251692	61572	11/14/2025	58.93
64411	GRAINGER GRAINGER, INC.	20251723	61582	11/21/2025	173.51
64432	STATECHEM STATE CHEMICAL SOLUTIONS	20251716	61604	11/21/2025	217.52
64588	WAREHOUS WAREHOUSE DIRECT OFFICE	20251810		12/12/2025	942.71
<b>25-28-53-00311 SUPPLIES - CLEANING &amp; HOUSEHOLD Subtotal</b>					<b>\$4,568.44</b>
<b>25-28-53-00313 SUPPLIES - BUILDING MATERIALS</b>					
64578	SCHAU SCHAUER'S HARDWARE	20251821		12/12/2025	95.35
<b>25-28-53-00313 SUPPLIES - BUILDING MATERIALS Subtotal</b>					<b>\$95.35</b>
<b>25-28-58-00800 CRC ELECTRICITY</b>					
64307	COMED COMED	20231002	61514	11/07/2025	1,456.15
<b>25-28-58-00800 CRC ELECTRICITY Subtotal</b>					<b>\$1,456.15</b>
<b>25-50-52-00261 PROPERTY REPAIR - POOL</b>					
64413	HARTWIG HARTWIG MECHANICAL, LLC	20251717	61583	11/21/2025	626.00
64581	STEFL TIM STEFL INC.	20251811		12/12/2025	1,576.73

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<b>25-50-52-00261 PROPERTY REPAIR - POOL</b>					
64585	TRANE TRANE PARTS CENTER	20250753		12/12/2025	2,124.37
<b>25-50-52-00261 PROPERTY REPAIR - POOL Subtotal</b>					<b>\$4,327.10</b>
<b>25-50-52-00262 PROPERTY REPAIR - RINK</b>					
63720	AUTOMATDO AUTOMATIC DOOR AUTHORITY INC	20251257		08/29/2025	636.53
64353	AUTOMATDO AUTOMATIC DOOR AUTHORITY INC		61505	11/07/2025	636.53
64585	TRANE TRANE PARTS CENTER	20250753		12/12/2025	2,124.38
<b>25-50-52-00262 PROPERTY REPAIR - RINK Subtotal</b>					<b>\$3,397.44</b>
<b>25-50-52-00263 PROPERTY REPAIR - GRC</b>					
64531	ALLTYPES ALL TYPES ELEVATORS, INC.	20251823		12/12/2025	384.50
64532	ALLTYPES ALL TYPES ELEVATORS, INC.	20251843		12/12/2025	192.00
<b>25-50-52-00263 PROPERTY REPAIR - GRC Subtotal</b>					<b>\$576.50</b>
<b>25-50-52-00296 CONTRACTUAL SERVICES- OTHER - GRC</b>					
64298	AEREX AEREX PEST CONTROL INC.	20251677	61500	11/07/2025	125.00
<b>25-50-52-00296 CONTRACTUAL SERVICES- OTHER - GRC Subtotal</b>					<b>\$125.00</b>
<b>25-50-52-00411 EQUIPMENT-MAINTENANCE - POOL</b>					
64421	OLEARYS O'LEARY'S	20251727	61593	11/21/2025	1,144.00
<b>25-50-52-00411 EQUIPMENT-MAINTENANCE - POOL Subtotal</b>					<b>\$1,144.00</b>
<b>25-50-58-00802 RIDGELAND ELECTRICITY</b>					
64311	COMED COMED	20230136	61514	11/07/2025	15,372.02
<b>25-50-58-00802 RIDGELAND ELECTRICITY Subtotal</b>					<b>\$15,372.02</b>
<b>25-50-58-00803 GYMNASTICS ELECTRICITY</b>					
64364	COMED COMED	20230130	61553	11/14/2025	562.76
<b>25-50-58-00803 GYMNASTICS ELECTRICITY Subtotal</b>					<b>\$562.76</b>
<b>25-50-58-00811 REHM NATURAL GAS</b>					
64379	NICOR NICOR GAS	20230095	61564	11/14/2025	346.15
<b>25-50-58-00811 REHM NATURAL GAS Subtotal</b>					<b>\$346.15</b>
<b>25-50-58-00812 RIDGELAND NATURAL GAS</b>					
64382	NICOR NICOR GAS	20230131	61564	11/14/2025	2,664.18
<b>25-50-58-00812 RIDGELAND NATURAL GAS Subtotal</b>					<b>\$2,664.18</b>
<b>25-50-58-00813 GYMNASTICS NATURAL GAS</b>					
64383	NICOR NICOR GAS	20230132	61564	11/14/2025	262.63
<b>25-50-58-00813 GYMNASTICS NATURAL GAS Subtotal</b>					<b>\$262.63</b>
<b>Fund 25 Subtotal</b>					<b>\$61,778.25</b>
<b>50 INSURANCE FUND</b>					
<b>50-00-21-20112 LIFE INSURANCE 125 K</b>					
64423	PDRMA PDRMA		61595	11/21/2025	1,025.37
<b>50-00-21-20112 LIFE INSURANCE 125 K Subtotal</b>					<b>\$1,025.37</b>
<b>50-00-55-00550 HEALTH INSURANCE - PPO</b>					
64423	PDRMA PDRMA		61595	11/21/2025	65,359.75



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<b>50-00-55-00550 HEALTH INSURANCE - PPO Subtotal</b>					<b>\$65,359.75</b>
<b>50-00-55-00551 HEALTH INSURANCE - HMO</b>					
64423	PDRMA PDRMA		61595	11/21/2025	13,654.87
<b>50-00-55-00551 HEALTH INSURANCE - HMO Subtotal</b>					<b>\$13,654.87</b>
<b>50-00-55-00552 LIFE INSURANCE</b>					
64423	PDRMA PDRMA		61595	11/21/2025	275.41
<b>50-00-55-00552 LIFE INSURANCE Subtotal</b>					<b>\$275.41</b>
<b>50-00-55-00553 DENTAL INSURANCE</b>					
64423	PDRMA PDRMA		61595	11/21/2025	3,411.21
<b>50-00-55-00553 DENTAL INSURANCE Subtotal</b>					<b>\$3,411.21</b>
<b>50-00-55-00554 EMPLOYEE ASSISTANCE PROGRAM</b>					
64423	PDRMA PDRMA		61595	11/21/2025	112.84
<b>50-00-55-00554 EMPLOYEE ASSISTANCE PROGRAM Subtotal</b>					<b>\$112.84</b>
<b>50-00-55-00557 VISION INSURANCE</b>					
64423	PDRMA PDRMA		61595	11/21/2025	1,007.41
<b>50-00-55-00557 VISION INSURANCE Subtotal</b>					<b>\$1,007.41</b>
<b>Fund 50 Subtotal</b>					<b>\$84,846.86</b>
<b>70 CAPITAL PROJECTS</b>					
<b>70-11-72-70150 ANDERSEN MASTER PLAN IMPROVEMENTS</b>					
64317	HACIENDA HACIENDA LANDSCAPING INC.	20251681	61520	11/07/2025	96,909.50
<b>70-11-72-70150 ANDERSEN MASTER PLAN IMPROVEMENTS Subtotal</b>					<b>\$96,909.50</b>
<b>70-14-72-70150 FIELD MASTER PLAN IMPROVEMENTS</b>					
64327	ORGINC ORG INC	20251683	61533	11/07/2025	5,784.00
64345	LIEBE LIEBE CONSTRUCTION SERVICES LLC	20251695	61525	11/07/2025	366,228.90
64391	TSC TESTING SERVICE CORPORATION	20251696	61571	11/14/2025	6,662.00
64392	TSC TESTING SERVICE CORPORATION	20251601	61571	11/14/2025	3,075.00
64393	TSC TESTING SERVICE CORPORATION	20251691	61571	11/14/2025	375.00
<b>70-14-72-70150 FIELD MASTER PLAN IMPROVEMENTS Subtotal</b>					<b>\$382,124.90</b>
<b>70-16-72-70100 LONGFELLOW SITE PLAN</b>					
64330	PLANNING PLANNING RESOURCES, INC.	20251682	61537	11/07/2025	18,080.00
64571	PLANNING PLANNING RESOURCES, INC.	20251815		12/12/2025	4,212.50
<b>70-16-72-70100 LONGFELLOW SITE PLAN Subtotal</b>					<b>\$22,292.50</b>
<b>70-19-72-70200 RIDGELAND COMMON BUILDING IMPROVEME</b>					
64302	BOLLER BOLLER CONSTRUCTION COMPANY INC.	20251684	61508	11/07/2025	17,199.88
64331	RELIABLE RELIABLE CONCRETE CUTTING CO INC	20251560	61538	11/07/2025	10,875.00
64389	RELIABLE RELIABLE CONCRETE CUTTING CO INC	20251560	61568	11/14/2025	9,125.00
64390	SHERWIN SHERWIN-WILLIAMS CO.	20251705	61570	11/14/2025	76.80
64429	RINK RINK SYSTEMS INC	20251726	61601	11/21/2025	1,470.00
64576	RINK RINK SYSTEMS INC	20251834		12/12/2025	9,550.00
<b>70-19-72-70200 RIDGELAND COMMON BUILDING IMPROVEME Subtotal</b>					<b>\$48,296.68</b>
<b>70-20-72-70150 REHM MASTER PLAN IMPROVEMENTS</b>					

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<b>70-20-72-70150 REHM MASTER PLAN IMPROVEMENTS</b>					
64292	CROSSRO CROSSROAD CONSTRUCTION INC.	20251652		10/31/2025	161,854.89
64318	HARTWIG HARTWIG MECHANICAL, LLC	20251680	61521	11/07/2025	5,950.00
64548	DONE DONE RITE SEALCOATING, INC.	20250910		12/12/2025	4,640.00
64554	HACIENDA HACIENDA LANDSCAPING INC.	20251481		12/12/2025	14,300.00
64555	HACIENDA HACIENDA LANDSCAPING INC.	20251482		12/12/2025	2,500.00
<b>70-20-72-70150 REHM MASTER PLAN IMPROVEMENTS Subtotal</b>					<b>\$189,244.89</b>
<b>70-79-72-70150 CRC MASTER PLAN IMPROVEMENTS</b>					
64342	FIRSTEAGL FIRST EAGLE BANK	20251694	61517	11/07/2025	3,614.67
64395	KS STATEB KS STATEBANK	20251710	61559	11/14/2025	1,180.00
64598	KS STATEB KS STATEBANK	20251866		12/12/2025	1,180.00
<b>70-79-72-70150 CRC MASTER PLAN IMPROVEMENTS Subtotal</b>					<b>\$5,974.67</b>
<b>Fund 70 Subtotal</b>					<b>\$744,843.14</b>
<b>85 CHENEY MANSION</b>					
<b>85-00-52-00260 CHENEY PROPERTY REPAIR</b>					
64584	TECHSYSTE TECH SYSTEMS, INC	20251842		12/12/2025	605.65
<b>85-00-52-00260 CHENEY PROPERTY REPAIR Subtotal</b>					<b>\$605.65</b>
<b>85-00-52-11155 CHENEY HOLIDAY EVENTS</b>					
64408	FASCIONE CHRIS FASCIONE	20251735	61579	11/21/2025	1,200.00
64425	PREMTROLL PREMIER TROLLEY AND LIMO INC.	20251738	61598	11/21/2025	2,570.00
64435	CAROLING THE CAROLING PARTY, INC.	20251736	61577	11/21/2025	960.00
64575	PREMTROLL PREMIER TROLLEY AND LIMO INC.	20251859		12/12/2025	2,570.00
64594	DINWIDDIE MARIBEL DINWIDDIE	20251870		12/12/2025	5,000.00
<b>85-00-52-11155 CHENEY HOLIDAY EVENTS Subtotal</b>					<b>\$12,300.00</b>
<b>85-00-58-00800 ELECTRICITY</b>					
64362	COMED COMED	20230089	61553	11/14/2025	53.73
<b>85-00-58-00800 ELECTRICITY Subtotal</b>					<b>\$53.73</b>
<b>85-00-58-00810 NATURAL GAS</b>					
64322	NICOR NICOR GAS	20250226	61529	11/07/2025	191.85
64385	NICOR NICOR GAS	20230140	61564	11/14/2025	424.88
<b>85-00-58-00810 NATURAL GAS Subtotal</b>					<b>\$616.73</b>
<b>85-21-52-11155 PH HOLIDAY EVENTS</b>					
64425	PREMTROLL PREMIER TROLLEY AND LIMO INC.	20251738	61598	11/21/2025	2,570.00
64575	PREMTROLL PREMIER TROLLEY AND LIMO INC.	20251859		12/12/2025	2,570.00
64582	STOCKTON ANTHONY WALTER STOCKTON	20251854		12/12/2025	1,200.00
64594	DINWIDDIE MARIBEL DINWIDDIE	20251870		12/12/2025	2,000.00
<b>85-21-52-11155 PH HOLIDAY EVENTS Subtotal</b>					<b>\$8,340.00</b>
<b>85-21-53-11155 PH HOLIDAY EVENTS</b>					
64592	CRANE SUSAN CRANE			12/12/2025	419.70
<b>85-21-53-11155 PH HOLIDAY EVENTS Subtotal</b>					<b>\$419.70</b>
<b>Fund 85 Subtotal</b>					<b>\$22,335.81</b>
<b>99 MEMORIAL TRUST</b>					

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99-20-53-00320 MISCELLANEOUS SUPPLIES					
64303	BRON BRONZE MEMORIAL COMPANY INC.	20251675	61509	11/07/2025	459.07
64540	BRON BRONZE MEMORIAL COMPANY INC.	20251818		12/12/2025	310.55
99-20-53-00320 MISCELLANEOUS SUPPLIES Subtotal					\$769.62
Fund 99 Subtotal					\$769.62
GRAND TOTAL					\$2,959,863.09

	P-Card Expenses		Other Expenditures
Corporate Fund	61,939.94	\$	205,350.80
IMRF Fund		\$	-
Liability Fund	1568.86	\$	13,300.01
Audit Fund			
Recreation Fund	27,914.77	\$	1,823,470.42
Museum Fund	263.79	\$	3,168.18
Special Recreation Fund			
Special Facilities Fund	27,952.49	\$	61,778.25
Insurance Fund		\$	84,846.86
Capital Projects		\$	744,843.14
Cheney Mansion Fund	7,174.97	\$	22,335.81
Memorial Trust		\$	769.62
<b>Total</b>	<b>\$ 126,814.82</b>	<b>\$</b>	<b>2,959,863.09</b>

To the Executive Director,

The Payment of the above listed accounts has been approved by the Board of  
Commissioners at their meeting held December 18<sup>th</sup>, 2025  
And you are hereby authorized to pay them from the appropriate funds.

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(Treasurer)

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(Secretary)

Commissioner

**Park District of Oak Park  
Committee of the Whole Meeting  
John Hedges Administrative Center  
218 Madison Street  
Oak Park, Illinois 60302**

**Thursday, November 6, 2025**

**Minutes**

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

**I. ROLL CALL**

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

**Park District Staff Present:** Jan Arnold, Executive Director; Maureen McCarthy, Deputy Director of Recreation; Bill Hamilton, Superintendent of Properties & Planning; Mitch Bowlin, Director of Business Operations; Ann Marie Buczek, Director of Marketing & Community Engagement; Nelson Acevedo, Director of Parks & Facilities; Arlene Pedraza, Finance Manager; Roger Oney, Parks & Facilities Supervisor; and Karen Gruszka, Executive Assistant.

**Others:** Dr. Eboney Lofton, D97.

**II. PUBLIC COMMENT** - None.

**III. PUBLIC HEARING – Truth in Taxation Act Tell Jan**

The Public Hearing for the Truth in Taxation Act was called to begin by President Porreca. Executive Director Arnold reminded the Board that the Park District is required to approve a property tax levy ordinance annually and the ordinance must be filed with the Cook County Clerk no later than the last Tuesday in December. By law, a Truth in Taxation Hearing must be held for any increase over 5% but as a good practice, the PDOP holds a hearing every year. The Tax Levy Ordinance provides the funds for the next years' operations. There are two main limiting factors to the District's taxing power: rate limits and the PTELL tax cap. The IMRF and Liability funds are the only funds that do not have rate limits. All funds are subject to the tax cap except for the Special Recreation Fund. Rate limits mean the tax line in question may not exceed a certain percentage of the total equalized assessed valuation (EAV) of the District. Program costs will be increased in 2026. For tax year 2025 staff were directed to increase this year's tax levy by 2.9% to capture CPI and to elect the 1.5% allowance for EAV growth for a total of 4.4%. That means there will be an approximate \$4.89 increase per \$100,000 of EAV. No public comment was made during the public hearing. No additional questions were asked by the Board. The Public Hearing for the Truth in Taxation Act was adjourned to the Committee of the Whole Meeting.

**IV. RECREATION AND FACILITY PROGRAM COMMITTEE**

- A. Summer Camp Partnership - Dr. Eboney Lofton, D97 Update - Maureen McCarthy joined Dr. Lofton to share highlights of the past two years of partnering between the PDOP and the School District. Dr. Lofton shared a report with the Board of the results which they are

excited about as they strive to make sure all demographics are joining and want the families to have the ability to sign-up and qualify for financial assistance. She stated that she works closely with Scott Sekulich, who handles all of the PDOP's financial assistance and that no child or family member with financial aid looks any different than any other registrant in any program. The Board asked if there was a map of the demographics broken down by area of Oak Park, it could be very informative as we want to be in the position to offer the most we can and there may be areas that need to be looked at further. Also discussed was a possible survey to financially assisted families/children who don't take advantage of some of our programs to see why and what can be offered differently. The Board thanked Dr. Lofton.

## **V. ADMINISTRATION AND FINANCE COMMITTEE**

- A. Working Budget – Departmental Goals 2026 – The Board was reminded that staff develop departmental goals based on the Park District's strategic goals. The goals are developed prior to staff working on the financial aspect of the budget. The working budget was presented to the Board on October 9 and October 16. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**
- B. 2025 Tax Year Levy – Abatement Ordinance for the 2019 Bonds – It was noted that the Park District issued a General Obligations Refunding Park Bonds Series 2019 October 2019 reissued from the original bond from 2011. The Park District will need to adopt an annual property tax abatement ordinance that abates or eliminates the property tax levy to be collected for payment on the General Obligations Refunding Park Bonds Series 2019. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**
- C. 2025 Tax Year Levy – Abatement Ordinance for the 2020 Bonds – Mitch Bowlin noted that the Park District issued a General Obligations Refunding Park Bonds Series 2020 on October 2020 reissued from the original bond 2012/2013. The Park District will need to adopt an annual property tax abatement ordinance that abates or eliminates the property tax levy to be collected for payment on the General Obligations Refunding Park Bonds Series 2020. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**
- D. 2026 Budget and Appropriation Ordinance – Mitch Bowlin noted that the Park District is required to adopt a Budget and Appropriations Ordinance (B&A) and file it with the County Clerk within 30 days of its approval. A public hearing notice will be published in the Oak Leaves and the public hearing will be held on November 21. The Budget and Appropriation Ordinance was increased by 15% to manage the budgetary lines and staff work off of the document shown to the Board at the Budget Meeting on October 9. The Board questioned how often/what percentage of these lines go over their budget amounts to which Mitch Bolen responded that actually most do at different times but that the fund level does not and that is where it would become problematic and an adjustment would need to be made. **This item will be brought before the Board on the Regular Agenda at the November Regular Board Meeting.**

- E. Credentials Certificate for the IAPD Annual Meeting – Executive Director Arnold noted that on a yearly basis, IAPD hosts its annual meeting in conjunction with the IAPD/IPRA Soaring to New Heights Conference which will be held in January 2026. All member agencies must pass a resolution on credentials and return it to IAPD to ensure delegates can vote at the Annual Meeting. The Board designated Sandy Lentz as the commissioner to attend the Annual Meeting as well as three alternates. **This item will be brought before the Board on the Consent Agenda at the November Regular Board Meeting.**

## **VI. PARK AND PLANNING COMMITTEE**

- A. Longfellow Park Improvements Bid Update – Bill Hamilton informed the Board that five bids were received and were opened on October 30. The low, responsible bidder was Hacienda, whom we have worked with before and who also are currently completing Andersen Park. The Hacienda bid came in under budget at \$1,343,202.90 for the base bid along with the alternate 1 coming in at \$35,201.00. Planning Resources Inc. are the professional services on the project. The Board confirmed what made the differences in costs of the other bids received and were happy there were three that were relatively close in costs. **This item will be brought to the Board on the Regular Agenda at the November Regular Board Meeting.**
- B. Taylor Park Electric Relocation Bid Update – The Board was informed that we did not receive any bids. The PDOP is looking for options, and the project is moving to 2026. **No Board actions are required on this item at this time.**
- C. Maintenance Software Update – Staff have been working on this need for approximately the past 6-9 months and have had companies come out for demonstrations. While staff gathered all the PDOP needs/work required and after meeting with each company, Maintain X has been chosen to be the best fit for the District. The Board discussed what the maintenance software would do and questioned whether we have had any software companies previously. They were informed yes, the PDOP has worked with a company in the past, but needs had changed as well as staff weren't aware of all that the department needed/could use the system for in the past but moving forward, are excited for these new abilities and the staff hours saved from manually entering information. The Board also questioned whether Maintain X had worked with other park districts, and it was confirmed they had worked with a few as well as having between 11-12,000 users in general. **This item will be brought to the Board on the Regular Agenda at the November Regular Board Meeting.**
- D. First Amendment to Parkway Construction Agreement VOP-PDOP Cheney Mansion Parkway – Executive Director Arnold informed the Board that this summer the PDOP became aware of bluestone sidewalk around Cheney Mansion that we were responsible for. The PDOP immediately contacted the Village and began the process to relinquish the responsibility. In the meantime, all bluestone slate has been removed and replaced with concrete. This Amendment is on their consent agenda on Tuesday, November 11. The PDOP will still have the responsibility of the sign and lights. The Board questioned if the bluestone was anywhere else in the park district and was told that it had been at the

Conservatory but is no longer there. **This item will be brought to the Board on the Regular Agenda at the November Regular Board Meeting.**

**VII. NEW BUSINESS** – None

**VIII. CLOSED SESSION** – None

**IX. ADJOURNMENT**

At 8:02pm, the Committee of the Whole meeting was adjourned. **The motion was passed with a voice vote of 5:0.**

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**Secretary**  
**Board of Park Commissioners**

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**President**  
**Board of Park Commissioners**

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December 18, 2025

**Date**

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December 18, 2025

**Date**



**Park District of Oak Park  
Regular Park Board Meeting  
John Hedges Administrative Center  
218 Madison Street  
Oak Park, Illinois 60302**

**Thursday, November 20, 2025**

**Minutes**

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

**I. ROLL CALL**

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

**Park District Staff Present:** Jan Arnold, Executive Director; Bill Hamilton, Superintendent of Properties & Planning; Maureen McCarthy, Deputy Director of Recreation; Mitch Bowlin, Director of Business Operations; Bill Hamilton, Superintendent of Properties & Planning; Arlene Pedroza, Accounting Manager; Ann Marie Buczek, Director of Marketing and Community Engagement; Roger Oney, Parks and Facilities Supervisor; and Karen Gruszka, Executive Assistant.

**Others:** Mike Kies, Superintendent of Recreation, St. Charles Park District.

**II. APPROVAL OF AGENDA**

**The motion was passed by a roll call vote of 5:0**

**III. GOLD MEDAL PRESENTATION**

Mike Kies, St. Charles Park District - Superintendent of Recreation, as well as a member of the Academy, congratulated the Park District of Oak Park for their achievement in receiving the Gold Medal on behalf of NRPA and presented the PDOP with the Gold Medal Award. He stated that to win the Gold Medal a park district must exceed the measure of impact to the community and said that the PDOP has outstanding, resourceful team members and are committed to community engagement.

**IV. VISITOR/PUBLIC** - None.

**V. PUBLIC HEARING** – **Statutory Budget & Appropriation**

The Public Hearing for the Statutory Budget & Appropriation was called to order at 7:32pm. Executive Director Arnold reminded the Board that the Park District is required to adopt a Budget and Appropriation (B & A) Ordinance and file it with the County Clerk within 30 days of its approval. A Public Hearing is also required to be held prior to the approval of the B & A. The notice was published in the local newspaper seven days before the hearing. Executive Director Arnold noted that the B & A consists of two columns of data: one column lists the Park District's budget by line item, while the second column includes the same item, with a 15% increase (referred as the appropriation) to allow for flexibility. No public comment was made during the Public Hearing. No additional questions were asked by the Board. At 7:35pm, the Public Hearing for

Statutory Budget & Appropriation was adjourned. **The motion was passed by a roll call vote of 5-0.**

## **VI. CONSENT AGENDA**

A motion was made by Commissioner Wollmuth and seconded by Commissioner Lentz to approve the Cash and Investment Summary and Warrants and Bills for the month of October 2025; approval of the Minutes from the Committee of the Whole Meeting from October 2, 2025, Budget Meeting from October 9, 2025, and Regular Board Meeting from October 16, 2025; approval of the Working Budget – Departmental Goals 2026; approval of 2025 Tax Year Levy – Abatement Ordinance for the 2019 Bonds (Ordinance No. 2025-11-02) and 2025 Tax Year Levy – Abatement Ordinance for the 2020 Bonds (Ordinance No. 2025-11-03); approval of the Credential Certificate for the IAPD Annual Meeting. **The motion was passed by a roll call vote of 5:0.**

## **VII. STAFF REPORTS**

**A. Executive Director's Report** – In addition to the Executive Director Report (which is included in the Board Packet), Executive Director Arnold informed the Board the fence at Andersen is down and the park is has been in full use. The holiday activities are starting at the Conservatory, Pleasant Home, and Cheney Mansion. The PDOP Volunteer event is taking place at the Conservatory on December 4, with over 100 volunteers attending out of the 400 volunteers invited for their volunteer work within the Park District.

**B. Updates and Information** – Written report included in the Board Packet.

**C. Revenue/Expense Status Reports** – No questions asked.

## **VIII. OLD BUSINESS**

### **A. Administration and Finance Committee**

2025 Budget and Appropriation Ordinance – *Commissioner Wollmuth: I move that the Board approve the Budget and Appropriation Ordinance 2025-11-04.*

1. Executive Director Arnold reminded the Board that the Park District is required to adopt a Budget and Appropriation (B & A) Ordinance and file it with the County Clerk within 30 days of its approval. As stated earlier, the B&A will have a 15% increase (referred as the appropriation). No questions were asked by the Board, but they said they were excited for the upcoming year. A motion was made by Commissioner Wollmuth and seconded by Commissioner Lentz to approve the 2025 Budget and Appropriation Ordinance. **The motion was passed by a roll call vote of 5:0.**

2025 Tax Levy Ordinance – *Commissioner Wollmuth: I move that the Board approve the 2025 Tax Levy Ordinance 2025-11-01.*

2. Executive Director Arnold noted that annually, the Board must approve a property tax levy ordinance and file it with the County no later than the last Tuesday in December. The Property Tax Extension Limitation Law (PTELL) limits the dollar amount of the tax levy increase to an amount no greater than the consumer price index or 5%. The Board directed this year's tax levy to be 4.4% and Executive Director Arnold informed the Board that staff are working on the programming fees to assist with rising costs and other supplies. No questions were asked by the Board. A motion was made by Commissioner Wollmuth and seconded by Commissioner Lentz to approve the 2025 Tax Levy. **The motion was passed by a roll call vote of 5:0.**

3. Annual Review of Park District Attorney Update – Executive Director Arnold noted currently Elrod Friedman (attorney Caitlyn R. Culbertson) is the Park District Attorney. Staff have had positive experiences regarding their services and Executive Arnold recommends continuing to receive legal counsel from Elrod Friedman and Caitlyn as they have been very helpful to the park district. The Board has been impressed with the work that Caitlyn has provided to the Park District. **No Board action is needed on this item.**
4. 2025 Performance Measure 3rd Quarter Review  
Mitch Bowlin provided the Board with an update regarding the status of performance measures. Mitch noted that both the Comprehensive Goals and the Budget Goals are in a good place. Funds in general are tracking. Currently, the percentage of household participating is lower than previous year, but holiday registrations are still to come, and staff expect registrations to exceed 2024. Fiscal variance is also affected by the financial aid use that we adjusted in the 2025 budget that was moved out of the admin line and into the program line which is reflecting tracking now. Punch and pass cards are up largely driven by pool pass numbers and CRC numbers are very strong with a 63% membership staying rate with 12-19 year-olds being the highest memberships and numbers for free after school are the same as 2024. The Board is interested in cancellation reason data. **No Board action is needed on this item.**

**B. Parks and Planning Committee – None**

1. Amendment to Parkway Construction Agreement PDOP-VOP - Cheney Mansion Parkway\*  
*Commissioner Worley-Hood: I move that the Board approve the Amendment Agreement VOP-PDOP – Cheney Mansion Parkway.*  
The Park District in 2012 signed an agreement to take over the sidewalks after slate was placed in front walkway of Cheney Mansion. In the fall, we worked with public works to remove the slate. With the sidewalk back in, the PDOP and the VOP amended the agreement to give over the care and responsibility of the parkway to the VOP. A motion was made by Commissioner Worley-Hood and seconded by Commissioner Lentz to approve the Amendment Agreement VOP-PDOP – Cheney Mansion Parkway. **The motion was passed by a roll call vote of 5:0.**
2. Longfellow Park Improvement Contract Approval\*  
*Commissioner Worley-Hood: I move that the Board approve the contract with Hacienda Landscaping, Inc. for a not to exceed amount of \$1,397,874.90 for the Longfellow Park Development Project and authorize the Executive Director to execute the contract.*  
Five bids came in with Hacienda Inc. being the lowest, responsible bidder and the bid came in under budget allowing us to do the playground in full and acrylic coat the basketball court. The project is to be completed by December 1, 2026. The PDOP will be purchasing the surface playground, splashpad equipment, etc., with the availability for a 10% allocation towards any change orders. The Board questioned with the higher costs bids have been coming in recently, why this bid would be under budget and they were told that due to the way projects have been bidding the PDOP may have overestimated the costs. A motion was made by Commissioner Worley-Hood and seconded by Commissioner Wollmuth to approve the contract with Hacienda Landscaping, Inc. for a not to exceed amount of \$1,397,874.90 for the Longfellow Park

Development Project and authorize the Executive Director to execute the contract. **The motion was passed by a roll call vote of 5:0.**

3. Maintenance Software Maintain X Contract Approval\*

*Commissioner Worley-Hood: I move that the Board approves a three-year contract between the Park District of Oak Park and Maintain X Enterprise Level Maintenance Management System, at an annual fee of \$27,300, and to authorize the Executive Director to execute the contract.*

Staff have spent the last six months interviewing and evaluating different maintenance software companies and are excited to move forward with Maintain X to run the PDOP's work order management. The first year has a one-time implementation fee of \$6,000 with an annual cost of \$27,300 for 25 users/administrators. The Board had no questions from their previous questions at the November COW meeting. A motion was made by Commissioner Worley-Hood and seconded by Commissioner Onayemi to approve a three-year contract between the Park District of Oak Park and Maintain X Enterprise Level Maintenance Management System, at an annual fee of \$27,300, and to authorize the Executive Director to execute the contract. **The motion was passed by a roll call vote of 5:0.**

**C. Recreation and Facility Program Committee**

1. Festival Theatre Agreement 2026-2028 Approval\*

*Commissioner Lentz: I move that the Board approve the Affiliation Agreement with Festival Theatre and approve a contribution of \$12,000 from the Austin Gardens Trust.* Executive Director Arnold reminded the Board that the \$12,000 would go towards extending Festival Theatre's apprenticeships, camps, and wages of the actors. \$50,000 from the trust would also go towards a new sound system. The Board were excited for the new sound system for the upcoming plays. A motion was made by Commissioner Lentz and seconded by Commissioner Wollmuth to approve the Affiliation Agreement with Festival Theatre and approve a contribution of \$12,000 from the Austin Gardens Trust. **The motion was passed by a roll call vote of 5:0.**

**VIII. NEW BUSINESS** – None

**IX. COMMISSIONER'S COMMENTS**

**Commissioner Wollmuth:** Has been working with Executive Director Arnold on finding a location in Pleasant Home for an accessible bathroom and he appreciates the patience and persistence to get there.

**Commissioner Lentz:** Informed every one of Seven Generations Ahead upcoming meeting and that they all would be receiving a post card. The meeting would be taking place 3:30pm-5:30pm so high school students can participate in. She stated last year's meeting was very interesting and finds it helpful to listen to what they are working on with sustainability. She also mentioned people are interested in the Field building.

**Commissioner Worley-Hood:** He attended the WSSRA fundraiser and enjoyed it very much. He also attended the AYSO meeting and informed the Board they are incorporating a field fee into fees going forward. They have sent emails to all members that a \$15 per registration fee would be ongoing to help with projects in the future.

**Commissioner Onayemi:** Attended the IGOV meeting with a presentation from Cheryl Holt, CMHB explaining their collaborations with various taxing bodies, trainings they do, etc., and had very positive reactions to their location in the CRC stating it was a very supportive location. The Forum Assessor discussed the impact of the taxing and levy on the community and encouraged the entities to communicate. Matt Fruth will be coming to a future meeting to discuss being an elected official and what a candidate would be encountering.

**President Porreca:** Attended the staff Gold Medal Celebration at the CRC which was great fun with a large crowd in attendance and all the areas were open for everyone to enjoy.

**X. CLOSED SESSION** – None

**XI. ADJOURNMENT**

At 8:07pm, the Regular Board Meeting was adjourned. **The motion was passed by a voice vote of 5:0.**

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**Secretary**  
**Board of Park Commissioners**

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December 18, 2025  
**Date**

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**President**  
**Board of Park Commissioners**

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December 18, 2025  
**Date**

PARK DISTRICT OF OAK PARK

ORDINANCE NO. 2025-12-12

AN ORDINANCE AUTHORIZING DISPOSAL OF PERSONAL PROPERTY  
OWNED BY THE PARK DISTRICT OF OAK PARK

WHEREAS, in the opinion of the Park District of Oak Park, it is no longer necessary, useful, or in the best interests of the Park District to retain ownership of the personal property described in this Ordinance; and

WHEREAS, it has been determined by the President and the Board of Commissioners of the Park District of Oak Park to dispose of said personal property in the manner described in this Ordinance;

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

Section 1. Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings of the President and Board of Commissioners.

Section 2. Disposal of Surplus Property. The President and Board of Commissioners find that the personal property described in Exhibit A attached to this Ordinance and by this reference incorporated into this Ordinance (the “Surplus Property”) is no longer necessary or useful to the Park District, and thus the Executive Director of the Park District is hereby authorized to direct the sale or disposal of the Surplus Property in the manner most appropriate to the Park District. The Surplus Property shall be sold or disposed of in “as is” condition.

Section 3. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this 18th day of December 2025

AYES:

NAYS:

ABSENT:

APPROVED this 18th day of December 2025.

By: \_\_\_\_\_  
Kassie Porreca, Park Board President

ATTEST:

\_\_\_\_\_  
Sandy Lentz, Secretary

(See Other Side)

DESCRIPTION OF SURPLUS PROPERTY

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- Truck-mounted broadcast salt spreader
- V-blade plow
- Inflatable movie screen
- Weather Guard truck toolbox
- 20 sheets 1/2" MDF board 49" x 62"
- Damaged Park bench from Maple
- 5 two-stage snowblowers
- Tow-behind water cart
- Two broken push salt spreaders
- Two john deere front tractor tires
- Two forklift cages
- Miscellaneous Clubhouse old toys/furniture



# Memo

**To:** Chris Wollmuth, Chair, Administration and Finance Committee  
Board of Park Commissioners

**From:** Bill Hamilton, Superintendent of Properties and Planning  
David Ferry, Administrative Assistant

**CC:** Jan Arnold, Executive Director

**Date:** December 12, 2025

**Re:** PACT Facility Use License Agreements for 2026

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## Statement

In 2011, the Park District of Oak Park created and introduced a Facility Use and Allocation Management Program entitled PACT, which was launched in 2012. This acronym refers to the four organizational levels within the program: Partner, Associate, Companion, and Tenant. The program is intended to establish a fair, equitable, and cost-effective system in which to manage the reservation, allocation, and use of Park District facilities by user groups and organizations requesting facility access. In 2016 the program was reviewed and in 2017 changes to the way organizations pay for space was changed to a system where fields are paid for by the hour rather than flat fees based on the number of participants.

## Discussion

All 2026 PACT applications received have been processed, and each organization has been contacted with their designated placement level based on PACT program compliance criteria. Organizations classified at the Partner, Associate and Companion levels have been provided their Facility Use License Agreements for execution. Tenant level Organizations are not required to enter into a Facility Use License Agreement but instead receive a rental discount off normal rates for the year. Facility Use License Agreements are designed to outline the responsibilities, requirements, privileges and expectations of both the PACT participating organization and the Park District. All organizations were notified that agreements are being placed before the Board for review in December. Some organizations have provided executed agreements, others are still in the process of review and discussion, and one has been denied entry as a result of their inability to meet core compliance criteria. Please see the following information which identifies the organizations that applied and are eligible for the PACT program along with their placement level and status.



In packet:

One Year Agreements:

<u>PACT Organization</u>	<u>Level</u>
Fenwick High School	Partner
SEOPCO	Partner
Troop 20	Partner
Ascension	Partner
St. Giles	Partner
Windmills	Tenant
East Ave Lacrosse	Tenant

Three Year Agreements:

<u>PACT Organization</u>	<u>Level</u>
AYSO	Associate
OPYBS	Associate
Chicago Edge	Companion
OPRF Alliance	Companion
OPRFYU	Companion

Waiting for signed agreement from PACT Group: OPRFYF

## Conclusion

The Administrative and Finance Committee recommend that the Board approve all the PACT Facility Use License Agreements provided and fully executed. Staff will be in attendance at the meeting to review the PACT program applications, level classifications, and proposed agreements as well as to answer any questions of the Board. Please note that we will submit the Agreements that we are waiting for signatures at the January 2026 meeting.

*Attached: 2026 PACT Agreements*

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# PARK DISTRICT OF OAK PARK

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## FACILITY USE LICENSE AGREEMENT WITH FENWICK HIGH SCHOOL

THIS AGREEMENT (the "*Agreement*") is made and entered into as of January 1, 2026 (the "*Effective Date*") between the Park District of Oak Park, an Illinois park district, (the "*Park District*") and Fenwick High School ("*Fenwick*");

WHEREAS, the Park District has a program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, and fair allocation and scheduling of its facilities among many organizations and for the sharing of facilities with certain partners; and

WHEREAS, Fenwick and the Park District desire to enter as partners into this Agreement for the sharing of certain facilities for their programs;

NOW, THEREFORE, the Park District and Fenwick agree as follows:

### SECTION 1. SHARED FACILITIES AND SERVICES

The Park District will share its play fields and tennis courts with Fenwick as stated in Appendix A attached to and by this reference incorporated into this Agreement, and Fenwick will share the pool and other space at its school building with the Park District also as stated in Appendix A (collectively the "*Shared Facilities*"). In addition, the Park District and Fenwick also will provide supporting services as stated in Appendix A ("*Supporting Services*"). The Park District and Fenwick may modify the list of Shared Facilities and Supporting Services from time to time in writing, without formal amendment of this Agreement.

### SECTION 2. USE OF SHARED FACILITIES

A. Requests in Writing. The Park District and Fenwick each may use the other's Shared Facilities and Services as stated in Appendix A. In addition, each party may request from time to time, in writing, additional use of a Shared Facility of the other party (an "*Additional Use*").

B. Responses to Requests. All requests will be answered in writing within 10 working days after receipt. A host party may decline a request for an Additional Use at its discretion, but the parties will endeavor to allow an Additional Use whenever reasonably possible.

C. Cancellation of Approved Event or Program. Each party will endeavor not to cancel or postpone the use by the other party of a Shared Facility that is stated in Appendix A or that has been approved as an Additional Use. The host party, in the case of a conflict or other circumstance that cannot reasonably be resolved, may cancel or postpone the other party's use of

a Shared Facility on 72-hours written notice or, if 72-hours written notice is impractical, then as much advance notice as possible. The host party will cooperate with the other party to relocate or reschedule the affected program.

D. Compliance with Policies, Ordinances, and Procedures. Each party and its staff members and participants must comply with all applicable rules and policies of the host party relating to conduct and use of the Shared Facility.

E. Normal Maintenance. Each party will undertake all normal and routine maintenance of its own facilities at no cost to the other party. In the case of an outdoor Park District facility, the Park District will undertake normal maintenance but in some cases will have the assistance of Fenwick to perform limited routine maintenance resulting from the intended use (such as field preparation).

F. Clean-Up of Debris. The guest party is responsible for cleaning up litter and debris generated as a direct result of the guest party's use of a Shared Facility. Ascension must adopt and follow sound environmental practices, including, among other measures, encouraging use of reusable water and juice containers and other waste reduction measures and proper disposal of recyclable products. The Park District also expects support and communication to your participants of the Carry In – Carry Out program to reduce waste in the parks.

G. Reasonable Care. Each time a guest party uses a Shared Facility, the guest party will take reasonable care to prevent damage to, or unusual wear and tear to, that facility, including without limitation damage or unusual wear and tear to turf, materials, and equipment.

H. Repairs. The guest party will promptly repair at its expense, or pay the host party for the repair, of any damage or unusual wear and tear to a Shared Facility, including without limitation turf, materials, and equipment, caused by the guest party's use, which repair will be undertaken at a time and in a manner agreed to by the parties.

I. Responsibility for Own Personnel. Each District will be fully and solely responsible for its own employees, contracted services, and other agents including without limitation responsibility for supervision, direction, compensation, insurance, risk, liability, and claims.

### **SECTION 3. GENERAL LIABILITY INSURANCE**

A. General Standard. Each party will provide its standard insurance coverage for its facilities. Each guest party will be responsible for procuring any additional insurance coverage it desires for its events and programs using the facilities, materials, equipment, or supplies of the host party.

B. Commercial General Liability Insurance. Each party will keep in force commercial general liability insurance specifically including bodily injury, personal injury and property damage with limits of not less than \$1,000,000 per occurrence, written on an occurrence basis and times naming the other party as an additional insured.

C. Certificates of Insurance; Notice. Each party will furnish to the other party certificates or other suitable evidence of the insurance and coverage in place as required in this Section, including the requirement of a 30-day notice of any cancellation or any reduction in limits.

### **SECTION 4. INDEMNITY**

A. Indemnity by Park District. The Park District will indemnify, defend, and save and hold harmless Fenwick and its officers, officials, volunteers, employees, and agents from any and all liability, damage, cost, expense, cause of action, suits, claims, or judgments resulting from injury to person or property of others on a Fenwick facility that arises out of any act or omission of the Park District, including its officials, officers, employees, volunteers, agents, invitees, guests, and patrons. Fenwick agrees that, in the event any claim is asserted or any action brought to recover any such damage, Fenwick will give immediate notice thereof in writing to the Park District and will cooperate in the investigation and defense of any such claim or action, and that the handling and settlement of any such action will be performed and concluded by the Park District. Fenwick agrees to notify the Park District in writing within five business days and by telephone immediately after Fenwick receives any such complaint or claim. The delivery of written notification will include a copy of all pleadings if a complaint is filed or of all correspondence and exhibits if a claim is filed.

B. Indemnity by Fenwick. Fenwick will indemnify, defend, and save and hold harmless the Park District and its officers, officials, volunteers, employees, and agents from any and all liability, damage, cost, expense, cause of action, suits, claims, or judgments resulting from injury to person or property of others on a Park District facility that arises out of any act or omission of Fenwick, including its officials, officers, employees, volunteers, agents, invitees, guests, and patrons. The Park District agrees that, in the event any claim is asserted or any action brought to recover any such damage, the Park District will give immediate notice thereof in writing to Fenwick and will cooperate in the investigation and defense of any such claim or action, and that the handling and settlement of any such action will be performed and concluded by Fenwick. The Park District agrees to notify Fenwick in writing within five business days and by telephone immediately after the Park District receives any such complaint or claim. The delivery of written notification will include a copy of all pleadings if a complaint is filed or of all correspondence and exhibits if a claim is filed.

C. Assertion of Defenses. The insurer of the party providing the indemnification will be allowed to raise, on behalf of the indemnified party, any and all defenses statutory or common law to a claim or action that the indemnified party might have raised, including but not limited to any defense provided by the Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.*

## **SECTION 5. GENERAL PROVISIONS**

A. Term. This Agreement is a term commencing on the Effective Date and expiring on December 31, 2026 (the “Term”). The parties may extend the Term of this Agreement one or more time for a total length of time not exceeding two additional years by signing a written determination to do so at any time before the expiration of the current Term.

B. Assignment Prohibited. Neither party may assign any right, privilege, duty, or responsibility established in this Agreement at any time except only with the prior written consent of the other party.

C. Termination. Either party may terminate this Agreement on 120 days written notice to the other party, except that this Agreement may not be terminated in a manner that unreasonably interferes with the completion of a program of finite a term within a Shared

Facility and, if necessary, the term of this Agreement as it applies to that Shared Facility will be extended to accommodate the conclusion of that program.

E. Entire Agreement. This Agreement constitutes the entire agreement between the parties as to the matters stated in this Agreement and supersedes any and all prior agreements and negotiations between the parties related to those matters, whether written or oral.

F. Amendments and Modifications. Except as specifically provided in this Agreement for Appendix A, this Agreement may not be amended or modified in any way except in writing and approved and executed by the Park District and Fenwick.

G. No Waiver, Enforcement. The failure by a party to insist on strict performance of any covenant, warranty, or condition or to enforce any of its rights under this Agreement in any instance may not be construed as a waiver in any subsequent insistence on strict performance or enforcement.

H. No Third-Party Beneficiaries. This Agreement is entered into solely for the benefit of the Park District and Fenwick, and nothing in this Agreement is intended to provide any right or benefit of any kind whatsoever to any person or entity other than the Park District and Fenwick.

I. Illinois Law Applies. This Agreement will be governed by the laws of the State of Illinois.

WHEREFORE, the Park District and Fenwick have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

**Park District of Oak Park**

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

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

President

**Fenwick High School**

By: Scott Thies

Date: 10/16/25

Printed name: Scott Thies

Title: Athletic Director

**APPENDIX A**  
**SHARED FACILITIES**  
**AND SUPPORTING SERVICES**

**Park District Baseball Fields and Tennis Courts; Services**

**Baseball Field:** Spring Requests taken in December and final schedule in February

**Tennis Courts:** Spring/Summer Requests taken in December and final schedule in February  
Fall Requests taken in April and final schedule in June

Total number of hours is to be determined. Eligible for three (3) hours of field space for every one (1) hour of indoor space provided to PDOP; Seven (7) hours on a court for every one (1) hour of indoor space.

Fenwick will:

- Report any poor conditions before a baseball field or tennis court is used via PDOP Maintenance Request system <https://pdop.org/maintenance-request/>
- Purchase up to two tennis sets (net with stiffening rods and center strap) annually, depending on need (brand to be specified by PDOP).
- Confine all match play at permitted courts.
- Reserve courts with the Superintendent of Recreation or his or her designee at the Park District.
- Support and communicate their participants of the Carry In – Carry Out program to reduce waste in the parks.

The Park District will:

- Respond to submitted Maintenance Requests in a timely manner.
- Provide a notification sign to display notifying members of the public that they may use one of the courts regardless of Fenwick's presence.

**Fenwick Facilities**

**Dan O'Brien Natatorium:**

September – February, Sunday mornings for four hours.

May – 2 weekend days for eight hours

**Fenwick auditorium, foyer and cafeteria for dance and theatre recitals:**

One weekend in December, one weekend in May or June and one weekend in July consisting of one Friday Evening and the following Saturday morning/afternoon.

**Fenwick will:**

- Allow PDOP to post information with the desk / facility attendants and main entrances to the school building announcing any schedule changes.
- Provide AED and communication equipment for emergency use.
- Inform PDOP of a scheduling conflict at least 48 hours in advance or upon occurrence if Natatorium is functioning outside of norm, e.g. school boilers down, no heat on pool deck.
- Ensure proper chemistry and water quality of the Natatorium
- Priority for PDOP use will be accommodated just as PDOP does for Fenwick on PDOP property.
- Provide a liaison to work with the PDOP Dance Coordinator
- Have the Auditorium Stage cleared and ready for PDOP

**The Park District will:**

- Provide staff certified lifeguards to supervise the pool
- Provide staff to guide participants and facilitate swim lessons, lap swim and aqua fitness.
- Provide emergency equipment and first aid supplies.
- Report any poor conditions to Aquatic Coordinator and on duty security.
- Leave the facility reasonably neat and clean at the conclusion of each activity.

**A PARTNERSHIP AGREEMENT  
BETWEEN THE PARK DISTRICT OF OAK PARK  
AND SOUTH EAST OAK PARK COMMUNITY ORGANIZATION  
FOR EXCHANGE OF USE OF BARRIE PARK  
AND SOUTH EAST OAK PARK COMMUNITY ORGANIZATION  
VOLUNTEER SUPPORT SERVICES**

THIS AGREEMENT ("*Agreement*") is made and entered into as of January 1, 2026, ("*Effective Date*") between the Park District of Oak Park, an Illinois Park District, ("*Park District*") and South East Oak Park Community Organization ("*SEOPCO*")

WHEREAS, the Park District has a program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, and fair allocation and scheduling of its facilities among many organizations and for the sharing of facilities with certain partners.

WHEREAS, SEOPCO and the Park District desire to exchange volunteer services from SEOPCO for full use of Barrie Park ("*Barrie*") from the Park District for one Saturday in September.

NOW, THEREFORE, the Park District and SEOPCO agree as follows:

**Section 1. Exchange of Barrie Use and Volunteer Services**

The Park District will allow SEOPCO to use Barrie as stated in Appendix A and SEOPCO will provide volunteer support services to the Park District as stated in Appendix A ("*Volunteer Support Services*"). The Park District and SEOPCO may modify the Approved Use of Barrie and the Volunteer Support Services from time to time in writing, without formal amendment of this Agreement.

**Section 2. Cancellation Policy**

A. Cancellation of Approved Event. The Park District may need to postpone or cancel an approved use by SEOPCO of Barrie. The Park District will endeavor not to postpone or cancel the Approved Use and will give 72-hours written notice or, if 72-hours written notice is impractical, then as much advance notice as possible of a postponement or cancellation. The Park District will cooperate with SEOPCO to relocate or reschedule the affected Approved Use.

**Section 3. General Standards for Facilities Use**

A. Compliance with Policies, Ordinances, and Procedures. SEOPCO must comply with all applicable Park District Rules and Regulations when using Barrie Park.

B. Carry In-Carry Out. SEOPCO will comply with the Park District's Greening Advisory Committee Carry In/Carry Out Program to reduce trash, keep parks clean, increase environmental awareness and stewardship. SEOPCO will carry out what they carry into Barrie.



D. Reasonable Care. SEOPCO must take reasonable care to prevent damage to, or unusual wear and tear to Barrie.

E. Repairs. SEOPCO will be responsible for the repair of any damage or unusual wear and tear to Barrie.

#### **Section 4. General Liability Insurance**

A. General Standard. SEOPCO must provide standard insurance coverage for its activities. The Park District will maintain its standard property and casualty insurance coverage.

#### **Section 5. Indemnity**

SEOPCO will indemnify the Park District and its officers, officials, volunteers, employees, and agents from any and all liability, damage, cost, expense, cause of action, suits, claims, or judgments resulting from injury to person or property of others on a PD Facility that arises out of any act or omission of SEOPCO, including its staff, officials, volunteers, agents, invitees, guests, and patrons. The Park District agrees that, in the event any claim is asserted or any action brought to recover any such damage, the Park District will give prompt notice thereof in writing to SEOPCO and will cooperate in the investigation and defense of any such claim or action.

#### **Section 6. General Provisions**

A. Term. This Agreement is for a term commencing on the Effective Date and expiring on December 31, 2026 ("*Term*").

B. Termination. Either party may terminate this Agreement with 120 days written notice to the other party.

C. Entire Agreement. This Agreement constitutes the entire agreement between the parties as to the matters stated in this Agreement and supersedes any and all prior agreements and negotiations between the parties related to those matters, whether written or oral.

D. Amendments and Modifications. Except as specifically provided in this Agreement for Appendix A, this Agreement may not be amended or modified in any way except in writing and approved and executed by the Park District and SEOPCO.

E. No Waiver, Enforcement. The failure by a party to insist on strict performance of any covenant, warranty, or condition or to enforce any of its rights under this Agreement in any instance may not be construed as a waiver in any subsequent insistence on strict performance or enforcement.

F. No Third-Party Beneficiaries. This Agreement is entered into solely for the benefit of the Park District and SEOPCO, and nothing in this Agreement is intended to provide any right or benefit of any kind whatsoever to any person or entity other than the Park District and SEOPCO.

G. Illinois Law Applies. This Agreement shall be governed by the laws of the State of Illinois.

WHEREFORE, the Park District and SEOPCO have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

**Park District of Oak Park**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed name: \_\_\_\_\_  
Title: \_\_\_\_\_

**South East Oak Park Community Organization**

By: [Signature]  
Printed name: Jim Peterson  
Title: co-chair

Date: 10/15/25

## APPENDIX A

### BARRIE PARK AND VOLUNTEER SUPPORT SERVICES

#### SEOPCO Use of Barrie Park

*Full use of Barrie Park to conduct BarrieFest on Saturday, September 5, 2026 between the hours of 9:00AM and 6:00PM.*

The Park District will:

- Provide a contact person to meet with SEOPCO upon request and to assist in coordinating logistics needed.
- Provide waste receptacles and a crew to collect trash at the conclusion of the event.
- Attempt to accommodate changes to the identified schedule and date based upon availability.

SEOPCO will:

- Assure that an adult coordinator is declared and available to the Park District and on-site for the duration of the event
- Leave entire site and center in the same condition as found.
- Assure that any cancellation of use or significant schedule change is communicated in advance of use.
- Provide no fewer than two (2) volunteers, to be present from two (2) hours prior to the event until one (1) hour after its completion.
- Provide adult supervision throughout the entire duration of the event.
- Provide publicity for Park District classes and events on SEOPCO's website.
- A minimum of 2 volunteers will supervise each bouncy house during all hours of operation.
- Bounce house will be provided by a professional supplier and will follow all safety guidelines.
- The Park District will need to be named additionally insured for \$2 million aggregate by the bounce house contractor.
- All food vendors or any group charging fees for services and goods may not set up in the park – they must be on the street.
- The Park District will be listed on all marketing materials as a sponsor.
- Assure that all Park District of Oak Park Rules are followed by participants.

See website for more information:

[https://pdop.org/wp-content/uploads/2025/01/ordinance\\_book2025.pdf](https://pdop.org/wp-content/uploads/2025/01/ordinance_book2025.pdf)



**A PARTNERSHIP AGREEMENT BETWEEN  
THE PARK DISTRICT OF OAK PARK  
AND TROOP 20**

THIS AGREEMENT ("*Agreement*") is made and entered into as of January 1, 2026, (the "*Effective Date*") and ending December 31, 2026 (the "*End Date*") between the Park District of Oak Park, ("PDOP") and Troop 20 ("*Troop 20*"); and

WHEREAS, the PDOP has instituted a program called PACT (Partner, Associate, Companion, Tenant) which establishes a fair, equitable and cost effective system in which to manage and administer reservations at Park District facilities, and

WHEREAS, PDOP and Troop 20 desire to exchange facilities use from the PDOP and volunteer services from Troop 20;

NOW, THEREFORE, the PDOP and Troop 20 agree as follows:

**Section 1. Exchange of Facilities Use and Volunteer Services**

The PDOP will allow Troop 20 to use a Park District Facility Room at certain times, as stated in Appendix A, and Troop 20 will provide volunteer support services to the PDOP as stated in Appendix A.

**Section 2. General Standards for Facilities Use**

A. Compliance with Policies, Ordinances, and Procedures. Troop 20 and its staff must comply with all applicable PDOP Rules and Regulations when using a PDOP Facility.

B. Park District Facility Setup. Troop 20 is required to set up the Facility for their meetings which includes clean-up. The PDOP will provide for normal maintenance and custodial services.

C. Carry-In Carry-Out. Troop 20 must communicate to their participants regarding Carry-In Carry-Out program to reduce waste in the parks.

D. Reasonable Care. Troop 20 must take reasonable care to prevent damage to, or unusual wear and tear to PDOP Facilities including furnishings, and equipment. Troop 20 will be responsible for the repair of any damage or unusual wear and tear to a PDOP Facility.

**Section 3. Background Checks**

Prior to the commencement of the Approved Use, Troop 20 must complete a criminal background check on all volunteers before that volunteer participates with Troop 20 at a PDOP Facility. Troop 20 will provide an affidavit stating that Criminal Background Checks have been completed on all Troop 20 volunteers. The failure of

Troop 20 to comply with the provisions of this Subsection A may disqualify Troop 20 from engaging in the Authorized Use.

#### **Section 4. General Liability Insurance**

TROOP 20 must provide standard insurance coverage for its activities. The Park District will maintain its standard property and casualty insurance coverage.

#### **Section 5. Indemnity**

Troop 20 will indemnify the PDOP and its officers, officials, volunteers, employees, and agents from any and all liability, damage, cost, expense, cause of action, suits, claims, or judgments resulting from injury to person or property of others at a PDOP Facility that arises out of any act or omission of Troop 20, including its staff, officials, volunteers, agents, invitees, guests, and patrons. The PDOP agrees that, in the event any claim is asserted or any action brought to recover any such damage, the PDOP will give prompt notice thereof in writing to Troop 20 and will cooperate in the investigation and defense of any such claim or action.

Troop 20 shall be responsible for and shall pay for any damages to Park District property arising out of the use of the said premises pursuant to the terms of this agreement or otherwise; ordinary wear and tear accepted.

#### **Section 6. General Provisions**

A. Term. This Agreement is for a term beginning on January 1, 2026 and ending on December 31, 2026.

B. Termination. Either party may terminate this Agreement within 30 days via a written notice to the other party.

C. Entire Agreement. This Agreement constitutes the entire agreement between the parties as to the matters stated in this Agreement and supersedes any and all prior agreements and negotiations between the parties related to those matters, whether written or oral.

D. Amendments and Modifications. Except as specifically provided in this Agreement for Appendix A, this Agreement may not be amended or modified in any way except in writing and approved and executed by the PDOP and Troop 20.

E. No Third-Party Beneficiaries. This Agreement is entered into solely for the benefit of the PDOP and Troop 20, and nothing in this Agreement is intended to provide any right or benefit of any kind whatsoever to any person or entity other than the PDOP and Troop 20.

F. Illinois Law Applies. This Agreement shall be governed by the laws of the State of Illinois.

WHEREFORE, the PDOP and Troop 20 have caused this Agreement to be executed by their duly authorized representatives as of January 1, 2026.

**Park District of Oak Park**

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

Date:

Printed name: \_\_\_\_\_

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

**Troop 20**

By: 10/27/2024 Matthew Muelke

Date:

Printed name: Matthew Muelke

Title: Troop 20 Committee Chairperson

**APPENDIX A**



## **SHARED FACILITIES AND VOLUNTEER SUPPORT SERVICES**

The Park District will:

- Allow use of an activity room up to six hours per month
- Provide at least 10 days' notice of the need for distribution along with clear directions of where and when to distribute materials;
- Provide a Park District contact person to manage volunteers at the Frank Lloyd Wright Race.

Troop 20 will:

- Assure that any cancellation of use or significant schedule changes are communicated in advance of use;
- Leave a facility in the same condition as found;
- Participate in the Carry-In Carry-Out program.
- Provide a minimum of 10 volunteers for the Frank Lloyd Wright race on Sunday, October 19, 2025.
- Distribute flyers, pamphlets or other promotional materials

**A PARTNERSHIP AGREEMENT  
BETWEEN THE PARK DISTRICT OF OAK PARK  
AND ASCENSION PARISH AND SCHOOL  
FOR SHARED USE OF FACILITIES AND SUPPORTING SERVICES**

THIS AGREEMENT (the “*Agreement*”) is made and entered into as of January 1, 2026 (the “*Effective Date*”) between the Park District of Oak Park, an Illinois park district, (the “*Park District*”) and Ascension Parish and School of the Catholic Bishop of Chicago, an Illinois corporation (“*Ascension*”);

WHEREAS, the Park District has a program through which it partners with other Oak Park organizations to share facilities and services; and

WHEREAS, Ascension and the Park District desire to enter as partners into this Agreement for the sharing of certain facilities for their programs;

NOW, THEREFORE, the Park District and Ascension agree as follows:

**SECTION 1. SHARED FACILITIES AND SERVICES**

The Park District will share certain of its play fields with Ascension as stated in Appendix A attached to and by this reference incorporated into this Agreement, and Ascension will share certain gymnasium and other space at its school building with the Park District also as stated in Appendix A (each a “*Shared Facility*” and collectively the “*Shared Facilities*”). The Park District and Ascension may modify the list of Shared Facilities from time to time in writing, without formal amendment of this Agreement.

**SECTION 2. USE OF SHARED FACILITIES**

A. Requests in Writing. The Park District and Ascension each may use the other’s Shared Facilities as stated in Appendix A. In addition, each party may request from time to time, in writing, additional use of a Shared Facility of the other party (an “*Additional Use*”).

B. Responses to Requests. All requests shall be answered in writing within 10 working days after receipt. A host party may decline a request for an Additional Use at its discretion, but the parties will endeavor to allow an Additional Use whenever reasonably possible.

C. Cancellation of Approved Event or Program. The host party will endeavor not to cancel or postpone the use by the guest party of a Shared Facility that is stated in Appendix A or that has been approved as an Additional Use. The host party, in the case of a conflict or other circumstance that cannot reasonably be resolved, may cancel or postpone the guest party’s use of a Shared Facility on 72-hours written notice or, if 72-hours written notice is impractical, then as much advance notice as possible. The host party will cooperate with the guest party to relocate or reschedule the affected program.

D. Compliance with Policies, Ordinances, and Procedures. The guest party and its staff members and participants must comply with all applicable rules and policies of the host party relating to conduct and use of the Shared Facility.



E. Normal Maintenance. Each party will undertake all normal and routine maintenance of its own facilities at no cost to the guest party. In the case of the Park District's play fields, the Park District will undertake routine maintenance. Ascension will perform some routine tasks relating to the use of the play fields, such as equipment setup if any, and other similar preparation for play.

F. Clean-Up of Debris. The guest party is responsible for cleaning up litter and debris generated as a direct result of the guest party's use of a Shared Facility. Ascension must adopt and follow sound environmental practices, including, among other measures, encouraging use of reusable water and juice containers and other waste reduction measures and proper disposal of recyclable products. The Park District also expects support and communication to your participants of the Carry In – Carry Out program to reduce waste in the parks.

G. Reasonable Care. Each time a guest party uses a Shared Facility, the guest party will take reasonable care to prevent damage to, or unusual wear and tear to, that facility, including without limitation damage or unusual wear and tear to turf, materials, and equipment.

H. Repairs. The guest party will promptly repair at its expense, or pay the host party for the repair, of any damage or unusual wear and tear to a Shared Facility, including without limitation turf, materials, and equipment, caused by the guest party's use, which repair will be undertaken at a time and in a manner agreed to by the parties. Ascension will not be responsible for large-scale re-sodding of a play field but may be responsible for replacing portions of sod on a play field if the sod is severely damaged from misuse, abuse, or other extraordinary activity conducted by Ascension.

I. Responsibility for Own Personnel. Each party shall be fully and solely responsible for its own employees, contracted services, and other agents including without limitation responsibility for supervision, direction, compensation, insurance, risk, liability, and claims.

### SECTION 3. GENERAL LIABILITY INSURANCE

A. General Standard. Each party will provide its standard insurance coverage for its facilities. Each guest party will be responsible for procuring any additional insurance coverage it desires for its events and programs using the facilities, materials, equipment, or supplies of the host party.

B. Commercial General Liability Insurance. Each party will keep in force commercial general liability insurance specifically including bodily injury, personal injury and property damage with limits of not less than \$1,000,000 per occurrence, written on an occurrence basis and times naming the other party as an additional insured.

C. Certificates of Insurance; Notice. Each party will furnish to the other party certificates and endorsements, or other suitable evidence of the insurance and coverage in place as required in this Section, including the requirement of a 30-day notice of any cancellation or any reduction in limits.

## SECTION 4. INDEMNITY

A. Indemnity by Park District. The Park District will indemnify, defend, and save and hold harmless Ascension and its officers, officials, volunteers, employees, and agents from any and all liability, damage, cost, expense, cause of action, suits, claims, or judgments resulting from injury to person or property of others on a Ascension facility that arises out of any act or omission of the Park District, including its officials, officers, employees, volunteers, agents, invitees, guests, and patrons occurring or alleged to have occurred in whole or in part in connection with the use of the Shared Facilities or services described herein. Ascension agrees that, in the event any claim is asserted or any action brought to recover any such damage, Ascension will give immediate notice thereof in writing to the Park District and will cooperate in the investigation and defense of any such claim or action, and that the handling and settlement of any such action will be performed and concluded by the Park District, except that Ascension shall approve the terms of the settlement, which approval shall not be unreasonable withheld. Ascension agrees to notify the Park District in writing within five business days and by telephone immediately after Ascension receives any such complaint or claim. The delivery of written notification will include a copy of all pleadings if a complaint is filed or of all correspondence and exhibits if a claim is filed.

B. Indemnity by Ascension. Ascension will indemnify, defend, and save and hold harmless the Park District and its officers, officials, volunteers, employees, and agents from any and all liability, damage, cost, expense, cause of action, suits, claims, or judgments resulting from injury to person or property of others on a Park District facility that arises out of any act or omission of Ascension, including its officials, officers, employees, volunteers, agents, invitees, guests, and patrons occurring or alleged to have occurred in whole or in part in connection with the use of the Shared Facilities or services described herein. The Park District agrees that, in the event any claim is asserted or any action brought to recover any such damage, the Park District will give immediate notice thereof in writing to Ascension and will cooperate in the investigation and defense of any such claim or action, and that the handling and settlement of any such action will be performed and concluded by Ascension, except that Ascension shall approve the terms of the settlement, which approval shall not be unreasonable withheld. The Park District agrees to notify Ascension in writing within five business days and by telephone immediately after the Park District receives any such complaint or claim. The delivery of written notification will include a copy of all pleadings if a complaint is filed or of all correspondence and exhibits if a claim is filed.

C. Assertion of Defenses. The insurer of the party providing the indemnification will be allowed to raise, on behalf of the indemnified party, any and all defenses statutory or common law to a claim or action that the indemnified party might have raised, including but not limited to any defense provided by the Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.*

## SECTION 5. GENERAL PROVISIONS

A. Term. This Agreement is a term commencing on the Effective Date and expiring on December 31, 2026 (the “*Term*”). The parties may extend the Term of this Agreement one or more times for a total length of time not exceeding two additional years by signing a written determination to do so at any time before the expiration of the current Term.

B. Assignment Prohibited. Neither party may assign any right, privilege, duty, or responsibility established in this Agreement at any time except only with the prior written consent of the other party.

C. Termination. Either party may terminate this Agreement on 120 days written notice to the other party, except that this Agreement may not be terminated in a manner that unreasonably interferes with the completion of a program of finite term within a Shared Facility and, if necessary, the term of this Agreement as it applies to that Shared Facility will be extended to accommodate the conclusion of that program.

D. Notice. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by facsimile. Facsimile notices shall be deemed valid only to the extent that they are actually received by the individual to whom addressed and are followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt, or (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit, or (c) three business days after deposit in the U.S. mail, as evidenced by a return receipt. Each party may change the address or the addressee, or both, for all future notices and communications to that party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications shall be addressed and delivered as follows:

If to Ascension:

Ascension School  
601 Van Buren Street  
Oak Park, Illinois 60304  
Attn: Principal

If to the Park District:

Park District of Oak Park  
c/o Executive Director  
218 Madison Street  
Oak Park, Illinois 60302

With copies to:

Ascension School  
601 Van Buren Street  
Oak Park, Illinois 60304  
Attn: Pastor

The Archdiocese of Chicago  
835 North Rush Street  
Chicago, Illinois 60611  
Attention: Office of Legal Services

E. Entire Agreement. This Agreement constitutes the entire agreement between the parties as to the matters stated in this Agreement and supersedes any and all prior agreements and negotiations between the parties related to those matters, whether written or oral.

F. Amendments and Modifications. Except as specifically provided in this Agreement for Appendix A, this Agreement may not be amended or modified in any way except in writing and approved and executed by the Park District and Ascension

G. No Waiver, Enforcement. The failure by a party to insist on strict performance of any covenant, warranty, or condition or to enforce any of its rights under this Agreement in any instance may not be construed as a waiver in any subsequent insistence on strict performance or enforcement.

H. No Third-Party Beneficiaries. This Agreement is entered into solely for the benefit of the Park District and Ascension, and nothing in this Agreement is intended to provide any right or benefit of any kind whatsoever to any person or entity other than the Park District and Ascension.

I. No Agency or Partnership. Nothing in this Agreement shall be deemed or construed to create the relationship of principal and agent, partnership, joint venture, or any association between the parties other than the sharing of space and services as specifically described herein.

J. Illinois Law Applies. This Agreement shall be governed by the laws of the State of Illinois.

WHEREFORE, the Park District and Ascension have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

**Park District of Oak Park**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed name: \_\_\_\_\_  
Title: \_\_\_\_\_

**The Catholic Bishop of Chicago**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed name: Eric Wollan  
Title: Chief Capital Assets Officer

Acknowledged by:

\_\_\_\_\_  
Father Carl Morello  
Ascension Parish

## APPENDIX A

### SHARED FACILITIES AND SUPPORTING SERVICES

#### Park District of Oak Park Facilities and Services

Total number of hours to be determined – eligible for three (3) hours of field space for one (1) hour of gym space provided to PDOP.

In addition to the above, Ascension may operate at a Tenant level with an adjusted hourly rate of \$24/Hour.

**Park:** Park access for school picnic  
No inflatables or food vendors are allowed on park property.

**Soccer Field:** Soccer field for school soccer program

Park District will:

- Line fields and provide goals for games
- Attempt to accommodate changes to the identified schedule and dates based upon availability.

Ascension will:

- Examine playfield and equipment before use to assure safe conditions
- Report poor conditions to the Park District
- Communication to participants of the Carry In – Carry Out program to reduce waste in the parks.
- Communication regarding weather conditions to their coaches/participants/volunteers.

#### Ascension School Facilities and Services

Ascension Gymnasium  
TBD

Additional gym space T.B.D. for every hour of agreed upon gym space used by PDOP  
Ascension will receive three hours of outdoor space based on availability.

Park District will:

- Provide contact information for staff assigned to use and manage activities in school facilities
- Report any concerns and unsafe conditions in advance of use
- Leave the facility in the same condition as found

Ascension will:

- Provide a location to temporarily store sports equipment
- Cover any staffing and associated fees to help Park District patrons gain facility access or to monitor facility
- Attempt to accommodate changes to the identified schedule and dates based upon availability.

**A PARTNERSHIP AGREEMENT  
BETWEEN THE PARK DISTRICT OF OAK PARK  
AND ST. GILES PARISH AND SCHOOL  
FOR SHARED USE OF FACILITIES AND SUPPORTING SERVICES**

THIS AGREEMENT (the “*Agreement*”) is made and entered into as of January 1, 2026 (the “*Effective Date*”) between the Park District of Oak Park, an Illinois park district, (the “*Park District*”) and St. Giles Parish and School of the Catholic Bishop of Chicago, an Illinois corporation (“*St. Giles*”);

WHEREAS, the Park District has a program through which it partners with other Oak Park organizations to share facilities and services; and

WHEREAS, St. Giles and the Park District desire to enter as partners into this Agreement for the sharing of certain facilities for their programs;

NOW, THEREFORE, the Park District and St. Giles agree as follows:

**SECTION 1. SHARED FACILITIES AND SERVICES**

The Park District will share certain of its play fields with St. Giles as stated in Appendix A attached to and by this reference incorporated into this Agreement, and St. Giles will share certain gymnasium and other space at its school building with the Park District also as stated in Appendix A (each a “*Shared Facility*” and collectively the “*Shared Facilities*”). The Park District and St. Giles may modify the list of Shared Facilities from time to time in writing, without formal amendment of this Agreement.

For

**SECTION 2. USE OF SHARED FACILITIES**

A. Requests in Writing. The Park District and St. Giles each may use the other’s Shared Facilities as stated in Appendix A. In addition, each party may request from time to time, in writing, additional use of a Shared Facility of the other party (an “*Additional Use*”).

B. Responses to Requests. All requests shall be answered in writing within 10 working days after receipt. A host party may decline a request for an Additional Use at its discretion, but the parties will endeavor to allow an Additional Use whenever reasonably possible.

C. Cancellation of Approved Event or Program. The host party will endeavor not to cancel or postpone the use by the guest party of a Shared Facility that is stated in Appendix A or that has been approved as an Additional Use. The host party, in the case of a conflict or other circumstance that cannot reasonably be resolved, may cancel or postpone the guest party’s use of a Shared Facility on 72-hours written notice or, if 72-hours written notice is impractical, then as much advance notice as possible. The host party will cooperate with the guest party to relocate or reschedule the affected program.

D. Compliance with Policies, Ordinances, and Procedures. The guest party and its staff members and participants must comply with all applicable rules and policies of the host party relating to conduct and use of the Shared Facility.

E. Normal Maintenance. Each party will undertake all normal and routine maintenance of its own facilities at no cost to the guest party. In the case of the Park District's play fields, the Park District will undertake routine maintenance. St. Giles will perform some routine tasks relating to the use of the play fields, such as equipment setup if any, and other similar preparation for play.

F. Clean-Up of Debris. The guest party is responsible for cleaning up litter and debris generated as a direct result of the guest party's use of a Shared Facility. St. Giles must adopt and follow sound environmental practices, including, among other measures, encouraging use of reusable water and juice containers and other waste reduction measures and proper disposal of recyclable products. The Park District also expects support and communication to your participants of the Carry In – Carry Out program to reduce waste in the parks.

G. Reasonable Care. Each time a guest party uses a Shared Facility, the guest party will take reasonable care to prevent damage to, or unusual wear and tear to, that facility, including without limitation damage or unusual wear and tear to turf, materials, and equipment.

H. Repairs. The guest party will promptly repair at its expense, or pay the host party for the repair, of any damage or unusual wear and tear to a Shared Facility, including without limitation turf, materials, and equipment, caused by the guest party's use, which repair will be undertaken at a time and in a manner agreed to by the parties. St. Giles will not be responsible for large-scale re-sodding of a play field but may be responsible for replacing portions of sod on a play field if the sod is severely damaged from misuse, abuse, or other extraordinary activity conducted by St. Giles.

I. Responsibility for Own Personnel. Each party shall be fully and solely responsible for its own employees, contracted services, and other agents including without limitation responsibility for supervision, direction, compensation, insurance, risk, liability, and claims.

### SECTION 3. GENERAL LIABILITY INSURANCE

A. General Standard. Each party will provide its standard insurance coverage for its facilities. Each guest party will be responsible for procuring any additional insurance coverage it desires for its events and programs using the facilities, materials, equipment, or supplies of the host party.

B. Commercial General Liability Insurance. Each party will keep in force commercial general liability insurance specifically including bodily injury, personal injury and property damage with limits of not less than \$1,000,000 per occurrence, written on an occurrence basis and times naming the other party as an additional insured.

C. Certificates of Insurance; Notice. Each party will furnish to the other party certificates and endorsements, or other suitable evidence of the insurance and coverage in place as required in this Section, including the requirement of a 30-day notice of any cancellation or any reduction in limits.

## SECTION 4. INDEMNITY

A. Indemnity by Park District. The Park District will indemnify, defend, and save and hold harmless St. Giles and its officers, officials, volunteers, employees, and agents from any and all liability, damage, cost, expense, cause of action, suits, claims, or judgments resulting from injury to person or property of others on a St. Giles facility that arises out of any act or omission of the Park District, including its officials, officers, employees, volunteers, agents, invitees, guests, and patrons occurring or alleged to have occurred in whole or in part in connection with the use of the Shared Facilities or services described herein. St. Giles agrees that, in the event any claim is asserted or any action brought to recover any such damage, St. Giles will give immediate notice thereof in writing to the Park District and will cooperate in the investigation and defense of any such claim or action, and that the handling and settlement of any such action will be performed and concluded by the Park District, except that St. Giles shall approve the terms of the settlement, which approval shall not be unreasonable withheld. St. Giles agrees to notify the Park District in writing within five business days and by telephone immediately after St. Giles receives any such complaint or claim. The delivery of written notification will include a copy of all pleadings if a complaint is filed or of all correspondence and exhibits if a claim is filed.

B. Indemnity by St. Giles. St. Giles will indemnify, defend, and save and hold harmless the Park District and its officers, officials, volunteers, employees, and agents from any and all liability, damage, cost, expense, cause of action, suits, claims, or judgments resulting from injury to person or property of others on a Park District facility that arises out of any act or omission of St. Giles, including its officials, officers, employees, volunteers, agents, invitees, guests, and patrons occurring or alleged to have occurred in whole or in part in connection with the use of the Shared Facilities or services described herein. The Park District agrees that, in the event any claim is asserted or any action brought to recover any such damage, the Park District will give immediate notice thereof in writing to St. Giles and will cooperate in the investigation and defense of any such claim or action, and that the handling and settlement of any such action will be performed and concluded by St. Giles, except that St. Giles shall approve the terms of the settlement, which approval shall not be unreasonable withheld. The Park District agrees to notify St. Giles in writing within five business days and by telephone immediately after the Park District receives any such complaint or claim. The delivery of written notification will include a copy of all pleadings if a complaint is filed or of all correspondence and exhibits if a claim is filed.

C. Assertion of Defenses. The insurer of the party providing the indemnification will be allowed to raise, on behalf of the indemnified party, any and all defenses statutory or common law to a claim or action that the indemnified party might have raised, including but not limited to any defense provided by the Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.*

## SECTION 5. GENERAL PROVISIONS

A. Term. This Agreement is a term commencing on the Effective Date and expiring on December 31, 2026 (the “*Term*”). The parties may extend the Term of this Agreement one or more times for a total length of time not exceeding two additional years by signing a written determination to do so at any time before the expiration of the current Term.



B. Assignment Prohibited. Neither party may assign any right, privilege, duty, or responsibility established in this Agreement at any time except only with the prior written consent of the other party.

C. Termination. Either party may terminate this Agreement on 120 days written notice to the other party, except that this Agreement may not be terminated in a manner that unreasonably interferes with the completion of a program of finite a term within a Shared Facility and, if necessary, the term of this Agreement as it applies to that Shared Facility will be extended to accommodate the conclusion of that program.

D. Notice. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by facsimile. Facsimile notices shall be deemed valid only to the extent that they are actually received by the individual to whom addressed and are followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt, or (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit, or (c) three business days after deposit in the U.S. mail, as evidenced by a return receipt. Each party may change the address or the addressee, or both, for all future notices and communications to that party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications shall be addressed and delivered as follows:

If to St. Giles:

St. Giles School  
1034 Linden Avenue  
Oak Park, Illinois 60302  
Attn: Principal

If to the Park District:

Park District of Oak Park  
c/o Executive Director  
218 Madison Street  
Oak Park, Illinois 60302

With copies to:

St. Giles School  
1025 Columbian Avenue  
Oak Park, Illinois 60302  
Attn: Pastor

The Archdiocese of Chicago  
835 North Rush Street  
Chicago, Illinois 60611  
Attention: Office of Legal Services

E. Entire Agreement. This Agreement constitutes the entire agreement between the parties as to the matters stated in this Agreement and supersedes any and all prior agreements and negotiations between the parties related to those matters, whether written or oral.

F. Amendments and Modifications. Except as specifically provided in this Agreement for Appendix A, this Agreement may not be amended or modified in any way except in writing and approved and executed by the Park District and St. Giles

G. No Waiver, Enforcement. The failure by a party to insist on strict performance of any covenant, warranty, or condition or to enforce any of its rights under this Agreement in any instance may not be construed as a waiver in any subsequent insistence on strict performance or enforcement.

H. No Third-Party Beneficiaries. This Agreement is entered into solely for the benefit of the Park District and St. Giles, and nothing in this Agreement is intended to provide any right or benefit of any kind whatsoever to any person or entity other than the Park District and St. Giles.

I. No Agency or Partnership. Nothing in this Agreement shall be deemed or construed to create the relationship of principal and agent, partnership, joint venture, or any association between the parties other than the sharing of space and services as specifically described herein.

J. Illinois Law Applies. This Agreement shall be governed by the laws of the State of Illinois.

WHEREFORE, the Park District and St. Giles have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

**Park District of Oak Park**

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

Printed name: \_\_\_\_\_

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

**The Catholic Bishop of Chicago**

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

Printed name: Eric Wollan

Title: Director of Capital Assets

Acknowledged by:

\_\_\_\_\_  
Rev. Carl Morello, Pastor  
St. Giles Parish

## **APPENDIX A**

### **SHARED FACILITIES AND SUPPORTING SERVICES**

#### **Park District Facilities and Services**

##### August – October:

- St. Giles use of a Park District soccer field for practices and games, after 4:00 PM during the week and at various times on Saturdays if available.
- Total number of hours to be determined; eligible for three (3) hours of field space for one (1) hour of indoor space provided to PDOP.
- In addition to the above, St. Giles may operate at a Tenant level with an adjusted hourly rate of \$24/Hour.

##### The Park District will:

- Line fields and provide goals for games.
- Maintain turf suitable for play.
- Place goals for games only.

##### St. Giles will:

- Examine playfield and equipment before use to assure safe conditions.
- Report poor conditions before a field is used.
- Support and communicate to their participants of the Carry In-Carry Out program to reduce waste in the parks.

#### **St. Giles Facilities and Services**

Basketball courts or other rooms requested and available for various Park District activities for every hour of indoor space St. Giles will be eligible for three (3) hours of outdoor space based on availability.

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# PARK DISTRICT OF OAK PARK

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## FACILITIES USE LICENSE AGREEMENT WITH OAK PARK WINDMILLS ORGANIZATION

This Facilities Use License Agreement ("*License Agreement*") is entered into between the Park District of Oak Park (the "*Park District*") Oak Park Windmills ("*WINDMILLS*");

WHEREAS, the Park District owns and operates parks, recreation centers, and related facilities (collectively the "*Facilities*") for the residents of the Village of Oak Park and maintains coordinated schedules for the use of the Facilities; and

WHEREAS, WINDMILLS is one of the organizations that use the Facilities; and

WHEREAS, the Park District has established a Facilities use and allocation management program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, fair allocation and scheduling of the Facilities among those organizations; and

WHEREAS, WINDMILLS desires to use certain Facilities for its programs, which are described in this License Agreement; and

WHEREAS, the Park District and WINDMILLS desire to enter into this Agreement to set forth the responsibilities, requirements, expectations of the parties related to the WINDMILLS's use of the Facilities;

NOW, THEREFORE, it is agreed by the Park District and WINDMILLS as follows:

### **I. Grant of License for Authorized Use**

The Park District hereby grants to the WINDMILLS a temporary license (the "*License*") for the purpose of allowing the WINDMILLS to conduct the following:

Classification:	Tenant
Approved Facilities:	Park District managed facilities & athletic fields
Nature of use:	Practices, games, meetings & registrations
Times of Use:	Fields without lights are sunrise to sunset with permit Fields with lights are sunrise until the auto-timed lights turn off Facilities with permit
Special Features:	Bathrooms may close after 10/31 due to weather conditions

These terms constitute the "*Authorized Use*" and the License is for the Authorized Use only.

## **II. Term of License; Termination**

The License is for a term commencing on January 1, 2026 and expiring on December 31, 2026 (the “*License Term*”). The Park District, at its discretion for cause, may terminate the License at any time on seven days prior written notice by the Park District to the WINDMILLS, or at any time, with or without advance notice, in the event of an unforeseen emergency. For purposes of this agreement, “cause” means, among other things, noncompliance by WINDMILLS of any of its obligations hereunder that has not been cured within 30 days after the Park District gives written notice to WINDMILLS of the noncompliance. On termination of the License, all use of the Approved Facilities by the WINDMILLS must be discontinued immediately. The termination of the License will not terminate the duties and responsibilities of the WINDMILLS 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 Agreement.

## **III. Pricing**

PACT organizations in the Tenant level do not have participant fees and do not receive allotted facility use hours. The hourly rate for Windmills is \$48/Hour.

## **IV. Bond**

For this License, there is no bond required from the WINDMILLS. A bond may be required for any extended, renewed, or new license.

## **V. Insurance**

During the License Term, the WINDMILLS shall provide commercial general liability (“*CGL*”) insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate. The Park District must be included as an insured under the CGL insurance policy, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage. WINDMILLS represents and warrants it uses no owned vehicles in connection with its utilization of the Parks. If WINDMILLS at any time uses a vehicle in connection with its use of the Approved Facilities, then WINDMILLS must provide, in advance, motor vehicle insurance coverage not less than \$1,000,000. The Park District must be named as an additional insured under the motor vehicle insurance policy. The WINDMILLS must file proof of all required insurance coverage with the Park District prior to commencement of the Authorized Use.

## **VI. Coach/Volunteer Background Checks**

Before a coach/volunteer may participate in the Approved Use or in any other capacity with the WINDMILLS using Park District Facilities, that coach/volunteer must undergo a Criminal Background Check (“*CBC*.”) The failure of the WINDMILLS to comply with the provisions of this Subsection VI may disqualify the WINDMILLS from engaging in the Authorized Use. A CBC must be completed for a coach/volunteer every two years. The WINDMILLS must keep a list of all its coaches/volunteers and the date on which the CBC was completed for each coach/volunteer, and prohibit a coach/volunteer from participating in the Approved Use or in any other capacity with the WINDMILLS using any Park District Facilities until a CBC has been completed and cleared for that coach/volunteer.

A. Background Checks Conducted By WINDMILLS. Prior to the commencement of the Approved Use, the WINDMILLS must provide to the Park District, for Park District approval, an affidavit signed by an authorized WINDMILLS representative that all their coaches/volunteers have completed a CBC.

B. Background Checks Conducted through the Park District Background Check System. If WINDMILLS chooses to go through the Park District’s online CBC for their coaches/volunteers, the coach/volunteer needs to visit the Park District’s website at [www.pdop.org/volunteer](http://www.pdop.org/volunteer) to fill out the form. WINDMILLS will need to submit a list of the coaches/volunteers that will be conducting their CBC through the Park District to the Park District prior to the coach/volunteer submitting their background check. The Park District will get notification if a coach/volunteer does not clear the CBC and will notify WINDMILLS. WINDMILLS will be charged the same fee for each CBC that the Park

District is charged; at this time the fee per CBC is \$9.95. Failure of a coach/volunteer to properly complete the CBC form disqualifies the coach/volunteer from participating in the Authorized Use.

## **VII. Park District Services**

The Park District will endeavor to provide the following for the WINDMILLS:

- A staff member or elected official to serve as a liaison to the WINDMILLS and who will endeavor to attend WINDMILLS board meetings if requested.
- Limited publicity in the form of organization contact information in Park District Program Brochures and on the Park District's website.
- The opportunity to post organization registration information signs at Facilities designated in advance by the Park District for time period designated by the Park District.
- The opportunity to advertise in the Park District's program brochures at rates set by the Park District.
- Access to bathrooms in community centers during times in which activities are customarily scheduled.
- Preference for scheduling of the Authorized Use in accordance with the Park District's PACT Policies.
- Use of Park District Facilities for annual registration and meeting opportunities, based on availability.
- Park District will line, maintain fields and be responsible for setting up and placing goals for games only.

## **VIII. WINDMILLS Additional Responsibilities**

The WINDMILLS will comply with the following:

- Educating and enforcing coaches, players, volunteers and spectators on the Park District of Oak Park's Code of Conduct which can be found at [www.pdop.org/programs/youth](http://www.pdop.org/programs/youth)
- In all of its services and programs, comply with the standards and requirements of the Americans with Disabilities Act, the Civil Rights Act of 1964 and the Illinois Human Rights Act. WINDMILLS will not discriminate on the basis of race, religion, sexual orientation, national origin or any other recognized protected class.
- Maintain a sound, functioning board that meets on a regular basis.
- Provide a representative to attend meetings of the Park District's Board of Commissioners as requested by the Park District.
- File annually a copy of their governing by-laws and proof of their status as Sec 501(C)(3) not for profit organization.
- Maintain its own financial accounts and forbid everyone within the WINDMILLS from incurring any expense for or in the name of the Park District.
- Forbid everyone within the WINDMILLS from making representations or commitments for or on behalf of the Park District
- File an Incident Report with the Park District immediately after the incident occurs if the incident was caused by or arose related to a Park District Facilities or an action taken by the Park District.

- Upon request, provide financial scholarship information and where this scholarship information is distributed for community awareness.
- Upon request, provide annual financial reports and written minutes.
- WINDMILLS is solely responsible for any and all supervision associated with its use of the Facilities.
- Conduct all of its activities safely and properly and maintain the Approved Facilities in a safe condition during each Authorized Use.
- Immediately alert the Park District of any damage made to Facilities. WINDMILLS will be responsible for any damage done to Facilities beyond normal wear and tear and shall fully and promptly reimburse Park District for all costs/expenses incurred.
- WINDMILLS shall defend, indemnify and hold harmless Park District, it's officials, officers, employees, volunteers and agents against any and all losses and expenses (including reasonable attorneys' fees,) claims, costs, causes of action, damage to property, arising out of or in consequence of the Agreement, but only to the extent such injuries of damages arise out of any act or omission of WINDMILLS, including WINDMILLS's officers, officials, employees, volunteers, agents, contractors, team participants, guests and invitees.
- Determine whether the grounds are safe, suitable and appropriate for any of its intended activities and inspect the property prior to each use to determine the suitability of the Facilities for any contemplated use and identify any potential safety hazards or dangerous conditions immediately.
- Adhere to all safety programs and standards set by the Park District while on the Facilities.
- Alcohol and/or illegal drugs are not permitted at any time during the Approved Use.
- Adhere to all Park District policies and directives related to use of wet fields.
- WINDMILLS is responsible for conveying to their coaches/volunteers/players regarding severe weather conditions.
- WINDMILLS understands and agrees that the Park District does not assume care, custody or control of any personal property or equipment brought on the Facilities. Park District does not assume liability for property lost, damaged or stolen on Facilities.
- Prior to the first day of WINDMILLS's permits, all permits that WINDMILLS does not need must be given back to the Park District. Failure to give back permits prior to start of season will result in payment of said permits.
- Report to the Park District Weather Related Cancellations within one week of weather event. Weather events reported later than one week after said event will result in WINDMILLS being responsible for payment of those permits.
- There are no rainouts on the turf fields which includes Brooks Middle School, Irving Elementary School, Julian Middle School and Ridgeland Commons.

## **IX. Carry In/Carry Out**

WINDMILLS will comply with The Park District's Greening Advisory Committee Carry In/Carry Out Program to reduce trash, keep parks clean, increase environmental awareness and stewardship. WINDMILLS will carry out what they carry in to the Facilities.

**X. Specific Terms of Agreement**


This Agreement includes the Specific Terms of Agreement.

WHEREFORE, the Park District and the WINDMILLS have caused this License Agreement to be executed by authorized representatives.

**PARK DISTRICT OF OAK PARK**

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

**OAK PARK WINDMILLS**

By:  \_\_\_\_\_ Date: 11/6/2025

Printed name: Benjamin Stone

Title: Windmills Org President



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# PARK DISTRICT OF OAK PARK

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## FACILITIES USE LICENSE AGREEMENT WITH OAK PARK AYSO ORGANIZATION

This Facilities Use License Agreement ("*License Agreement*") is entered into between the Park District of Oak Park (the "*Park District*") and Oak Park AYSO (the "OPAYSO");

WHEREAS, the Park District owns and operates parks, recreation centers, and related facilities (collectively the "*Facilities*") for the residents of the Village of Oak Park and maintains coordinated schedules for the use of the Facilities; and

WHEREAS, OPAYSO is one of the organizations that use the Facilities; and

WHEREAS, the Park District has established a Facilities use and allocation management program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, fair allocation and scheduling of the Facilities among those organizations; and

WHEREAS, OPAYSO desires to use certain Facilities for its programs, which are described in this License Agreement; and

WHEREAS, the Park District and OPAYSO desire to enter into this Agreement to set forth the responsibilities, requirements, expectations of the parties related to the OPAYSO's use of the Facilities;

NOW, THEREFORE, it is agreed by the Park District and OPAYSO as follows:

### **I. Grant of License for Authorized Use**

The Park District hereby grants to the OPAYSO a temporary license (the "License") for the purpose of allowing the OPAYSO to conduct the following:

Classification:	Associate
Approved Facilities:	Park District managed facilities & athletic fields
Nature of use:	Soccer practices, games, meetings & registrations
Times of Use:	Fields without lights are sunrise to sunset with permit Fields with lights are sunrise until the auto-timed lights turn off Facilities with permit
Special Features:	Bathrooms may close after 10/31 due to weather conditions

These terms constitute the "*Authorized Use*" and the License is for the Authorized Use only.

## **II. Term of License; Termination**

The License is for a term commencing on January 1, 2026 and expiring on December 31, 2028 (the “*License Term*”). The Park District, at its discretion for cause, may terminate the License at any time on seven days prior written notice by the Park District to the OPAYSO, or at any time, with or without advance notice, in the event of an unforeseen emergency. For purposes of this agreement, “cause” means, among other things, noncompliance by OPAYSO of any of its obligations hereunder that has not been cured within 30 days after the Park District gives written notice to OPAYSO of the noncompliance. On termination of the License, all use of the Approved Facilities by the OPAYSO must be discontinued immediately. The termination of the License will not terminate the duties and responsibilities of the OPAYSO 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 Agreement.

## **III. Eligible Hours and Pricing Schedule**

OPAYSO’s number of participants x 3 equals the number of hours that OPAYSO is eligible. OPAYSO understands that they are unlikely to receive the total amount of eligible hours due to limited field space and maximum participants throughout the community.

### **A. Pricing Schedule:**

Eligible Hours:        2026 - \$12 per hour  
                                 2027 - \$14 per hour  
                                 2028 - \$16 per hour

Community Center:    40% Discount

Over Time Hours:      Any permitted hours in excess of eligible hours will be billed at:

                                 2026    \$24 per hour  
                                 2027    \$28 per hour  
                                 2028    \$32 per hour

B.     Number of Participants; Payment of Invoice. The OPAYSO will give an estimated number of participants when submitting the PACT Application and again if numbers significantly change at the time of Spring/Summer field requests and/or Fall field requests. The OPAYSO will pay the billed invoice amount in full within 45 days after receipt from the Park District. The failure of the Park District to provide an invoice will not under any circumstances relieve the OPAYSO of its duty to pay for their permitted hours.

## **IV. Bond**

For this License, there is no bond required from the OPAYSO. A bond may be required for any extended, renewed, or new license.

## **V. Insurance**

During the License Term, the OPAYSO shall provide commercial general liability (“*CGL*”) insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate. The Park District must be included as an insured under the CGL insurance policy, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage. OPAYSO represents and warrants it uses no owned vehicles in connection with its utilization of the Parks. If OPAYSO at any time uses a vehicle in connection with its use of the Approved Facilities, then OPAYSO must provide, in advance, motor vehicle insurance coverage not less than \$1,000,000. The Park District must be named as an additional insured under the motor vehicle insurance policy. The OPAYSO must file proof of all required insurance coverage with the Park District prior to commencement of the Authorized Use.

## **VI. Coach/Volunteer Background Checks**

Before a coach/volunteer may participate in the Approved Use or in any other capacity with the OPAYSO using Park District Facilities, that coach/volunteer must undergo a Criminal Background Check ("CBC.") The failure of the OPAYSO to comply with the provisions of this Subsection VI may disqualify the OPAYSO from engaging in the Authorized Use. A CBC must be completed for a coach/volunteer every two years. The OPAYSO must keep a list of all its coaches/volunteers and the date on which the CBC was completed for each coach/volunteer, and prohibit a coach/volunteer from participating in the Approved Use or in any other capacity with the OPAYSO using any Park District Facilities until a CBC has been completed and cleared for that coach/volunteer.

A. Background Checks Conducted By OPAYSO. Prior to the commencement of the Approved Use, the OPAYSO must provide to the Park District, for Park District approval, an affidavit signed by an authorized OPAYSO representative that all their coaches/volunteers have completed a CBC.

B. Background Checks Conducted through the Park District Background Check System. If OPAYSO chooses to go through the Park District's online CBC for their coaches/volunteers, the coach/volunteer needs to visit the Park District's website at [www.pdop.org/volunteer](http://www.pdop.org/volunteer) to fill out the form. OPAYSO will need to submit a list of the coaches/volunteers that will be conducting their CBC through the Park District to the Park District prior to the coach/volunteer submitting their background check. The Park District will get notification if a coach/volunteer does not clear the CBC and will notify OPAYSO. OPAYSO will be charged the same fee for each CBC that the Park District is charged; at this time the fee per CBC is \$9.95. Failure of a coach/volunteer to properly complete the CBC form disqualifies the coach/volunteer from participating in the Authorized Use.

## **VII. Park District Services**

The Park District will endeavor to provide the following for the OPAYSO:

- A staff member or elected official to serve as a liaison to the OPAYSO and who will endeavor to attend OPAYSO board meetings if requested.
- Limited publicity in the form of organization contact information in Park District Program Brochures and on the Park District's website.
- The opportunity to post organization registration information signs at Facilities designated in advance by the Park District for time period designated by the Park District.
- The opportunity to advertise in the Park District's program brochures at rates set by the Park District.
- Access to bathrooms in community centers during times in which activities are customarily scheduled.
- Preference for scheduling of the Authorized Use in accordance with the Park District's PACT Policies.
- Use of Park District Facilities for annual registration and meeting opportunities, based on availability.
- Park District will line, maintain fields and be responsible for setting up and placing goals for games only.

## **VIII. OPAYSO Additional Responsibilities**

The OPAYSO will comply with the following:

- Educating and enforcing coaches, players, volunteers and spectators on the Park District of Oak Park's Code of Conduct which can be found at [www.pdop.org/programs/youth](http://www.pdop.org/programs/youth)

- In all of its services and programs, comply with the standards and requirements of the Americans with Disabilities Act, the Civil Rights Act of 1964 and the Illinois Human Rights Act. OPAYSO will not discriminate on the basis of race, religion, sexual orientation, national origin or any other recognized protected class.
- Maintain a sound, functioning board that meets on a regular basis.
- Provide a representative to attend meetings of the Park District's Board of Commissioners as requested by the Park District.
- File annually a copy of their governing by-laws and proof of their status as Sec 501(C)(3) not for profit organization.
- Maintain its own financial accounts and forbid everyone within the OPAYSO from incurring any expense for or in the name of the Park District.
- Forbid everyone within the OPAYSO from making representations or commitments for or on behalf of the Park District
- File an Incident Report with the Park District immediately after the incident occurs if the incident was caused by or arose related to a Park District Facilities or an action taken by the Park District.
- Upon request, provide financial scholarship information and where this scholarship information is distributed for community awareness.
- Upon request, provide annual financial reports and written minutes.
- OPAYSO is solely responsible for any and all supervision associated with its use of the Facilities.
- Conduct all of its activities safely and properly and maintain the Approved Facilities in a safe condition during each Authorized Use.
- Immediately alert the Park District of any damage made to Facilities. OPAYSO will be responsible for any damage done to Facilities beyond normal wear and tear and shall fully and promptly reimburse Park District for all costs/expenses incurred.
- OPAYSO shall defend, indemnify and hold harmless Park District, it's officials, officers, employees, volunteers and agents against any and all losses and expenses (including reasonable attorneys' fees,) claims, costs, causes of action, damage to property, arising out of or in consequence of the Agreement, but only to the extent such injuries of damages arise out of any act or omission of OPAYSO, including OPAYSO's officers, officials, employees, volunteers, agents, contractors, team participants, guests and invitees.
- Determine whether the grounds are safe, suitable and appropriate for any of its intended activities and inspect the property prior to each use to determine the suitability of the Facilities for any contemplated use and identify any potential safety hazards or dangerous conditions immediately.
- Adhere to all safety programs and standards set by the Park District while on the Facilities.
- Alcohol and/or illegal drugs are not permitted at any time during the Approved Use.
- Adhere to all Park District policies and directives related to use of wet fields.
- OPAYSO is responsible for conveying to their coaches/volunteers/players regarding severe weather conditions.

- OPAYSO understands and agrees that the Park District does not assume care, custody or control of any personal property or equipment brought on the Facilities. Park District does not assume liability for property lost, damaged or stolen on Facilities.
- Prior to the first day of OPAYSO's permits, all permits that OPAYSO does not need must be given back to the Park District. Failure to give back permits prior to start of season will result in payment of said permits.
- Report to the Park District Weather Related Cancellations within one week of weather event. Weather events reported later than one week after said event will result in OPAYSO being responsible for payment of those permits.
- There are no rainouts on the turf fields which includes Brooks Middle School, Irving Elementary School, Julian Middle School and Ridgeland Commons.

#### **IX. Carry In/Carry Out**

OPAYSO will comply with The Park District's Greening Advisory Committee Carry In/Carry Out Program to reduce trash, keep parks clean, increase environmental awareness and stewardship. OPAYSO will carry out what they carry in to the Facilities.

#### **X. Specific Terms of Agreement**

This Agreement includes the Specific Terms of Agreement.

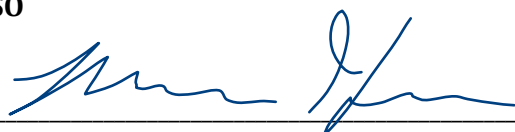
WHEREFORE, the Park District and the OPAYSO have caused this License Agreement to be executed by authorized representatives.

#### **PARK DISTRICT OF OAK PARK**

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

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

#### **OAK PARK AYSO**

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

Date: 10/23/25

Printed name: Thomas Howe

Title: Regional Commissioner

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# PARK DISTRICT OF OAK PARK

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## **FACILITIES USE LICENSE AGREEMENT WITH OAK PARK YOUTH BASEBALL SOFTBALL ORGANIZATION FOR ASSOCIATE AND COMPANION FIELD USAGE**

This Facilities Use License Agreement ("*License Agreement*") is entered into between the Park District of Oak Park (the "*Park District*") and Oak Park Youth Baseball Softball (the "OPYBS");

WHEREAS, the Park District owns and operates parks, recreation centers, and related facilities (collectively the "*Facilities*") for the residents of the Village of Oak Park and maintains coordinated schedules for the use of the Facilities; and

WHEREAS, OPYBS is one of the organizations that use the Facilities; and

WHEREAS, the Park District has established a Facilities use and allocation management program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, fair allocation and scheduling of the Facilities among those organizations; and

WHEREAS, OPYBS desires to use certain Facilities for its programs, which are described in this License Agreement; and

WHEREAS, the Park District and OPYBS desire to enter into this Agreement to set forth the responsibilities, requirements, expectations of the parties related to the OPYBS's use of the Facilities;

NOW, THEREFORE, it is agreed by the Park District and OPYBS as follows:

### **I. Grant of License for Authorized Use**

***The Park District hereby grants to the OPYBS a temporary license (the "License") for the purpose of allowing the OPYBS to conduct the following:***

Classification:	Associate
Approved Facilities:	Park District managed facilities & athletic fields
Nature of use:	Baseball and softball practices, games, meetings & registrations
Times of Use:	Fields without lights are sunrise to sunset with permit Fields with lights are sunrise until the auto-timed lights turn off Facilities with permit
Special Features:	Bathrooms may close after 10/31 due to weather conditions

***The Park District hereby grants to the FALCONS/EAGLES a temporary license (the "License") for the purpose of allowing the FALCONS/EAGLES to conduct the following:***

Classification:	Companion
Approved Facilities:	Park District managed facilities & athletic fields
Nature of use:	Baseball and softball practices, games, meetings & registrations

Times of Use: Fields without lights are sunrise to sunset with permit  
Fields with lights are sunrise until the auto-timed lights turn off  
Facilities with permit  
Special Features: Bathrooms may close after 10/31 due to weather conditions

These terms constitute the “*Authorized Use*” and the License is for the Authorized Use only.

## II. Term of License; Termination

The License is for a term commencing on January 1, 2026 and expiring on December 31, 2028 (the “*License Term*”). The Park District, at its discretion for cause, may terminate the License at any time on seven days prior written notice by the Park District to the OPYBS, or at any time, with or without advance notice, in the event of an unforeseen emergency. For purposes of this agreement, "cause" means, among other things, noncompliance by OPYBS of any of its obligations hereunder that has not been cured within 30 days after the Park District gives written notice to OPYBS of the noncompliance. On termination of the License, all use of the Approved Facilities by the OPYBS must be discontinued immediately. The termination of the License will not terminate the duties and responsibilities of the OPYBS 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 Agreement.

## III. Eligible Hours and Pricing Schedule

OPYBS's number of participants x 4 equals the number of hours that OPYBS is eligible. OPYBS understands that they are unlikely to receive the total amount of eligible hours due to limited field space and maximum participants throughout the community.

### A. Affiliate Pricing Schedule:

Eligible Hours: 2026 - \$12 per hour  
2027 - \$14 per hour  
2028 - \$16 per hour

Community Center: 40% Discount

Over Time Hours: Any permitted hours in excess of eligible hours will be billed at:

2026 \$24 per hour  
2027 \$28 per hour  
2028 \$32 per hour

### Companion Pricing Schedule:

Eligible Hours: 2026 - \$15 per hour  
2027 - \$17 per hour  
2028 - \$19 per hour

Community Center: 40% Discount

Over Time Hours: Any permitted hours in excess of eligible hours will be billed at:

2026 \$30 per hour  
2027 \$34 per hour  
2028 \$38 per hour

B. Number of Participants; Payment of Invoice. The OPYBS will give an estimated number of participants when submitting the PACT Application and again if numbers significantly change at the time of Spring/Summer field requests and/or Fall field requests. The OPYBS will pay the billed invoice amount in full within 45 days after receipt from the Park District. The failure of the Park District to provide an invoice will not under any circumstances relieve the OPYBS of its duty to pay for their permitted hours.

#### **IV. Bond**

For this License, there is no bond required from the OPYBS. A bond may be required for any extended, renewed, or new license.

#### **V. Insurance**

During the License Term, the OPYBS shall provide commercial general liability (“CGL”) insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate. The Park District must be included as an insured under the CGL insurance policy, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage. OPYBS represents and warrants it uses no owned vehicles in connection with its utilization of the Parks. If OPYBS at any time uses a vehicle in connection with its use of the Approved Facilities, then OPYBS must provide, in advance, motor vehicle insurance coverage not less than \$1,000,000. The Park District must be named as an additional insured under the motor vehicle insurance policy. The OPYBS must file proof of all required insurance coverage with the Park District prior to commencement of the Authorized Use.

#### **VI. Coach/Volunteer Background Checks**

Before a coach/volunteer may participate in the Approved Use or in any other capacity with the OPYBS using Park District Facilities, that coach/volunteer must undergo a Criminal Background Check (“CBC”.) The failure of the OPYBS to comply with the provisions of this Subsection VI may disqualify the OPYBS from engaging in the Authorized Use. A CBC must be completed for a coach/volunteer every two years. The OPYBS must keep a list of all its coaches/volunteers and the date on which the CBC was completed for each coach/volunteer, and prohibit a coach/volunteer from participating in the Approved Use or in any other capacity with the OPYBS using any Park District Facilities until a CBC has been completed and cleared for that coach/volunteer.

A. Background Checks Conducted By OPYBS. Prior to the commencement of the Approved Use, the OPYBS must provide to the Park District, for Park District approval, an affidavit signed by an authorized OPYBS representative that all their coaches/volunteers have completed a CBC.

B. Background Checks Conducted through the Park District Background Check System. If OPYBS chooses to go through the Park District’s online CBC for their coaches/volunteers, the coach/volunteer needs to visit the Park District’s website at [www.pdop.org/volunteer](http://www.pdop.org/volunteer) to fill out the form. OPYBS will need to submit a list of the coaches/volunteers that will be conducting their CBC through the Park District to the Park District prior to the coach/volunteer submitting their background check. The Park District will get notification if a coach/volunteer does not clear the CBC and will notify OPYBS. OPYBS will be charged the same fee for each CBC that the Park District is charged; at this time the fee per CBC is \$9.95. Failure of a coach/volunteer to properly complete the CBC form disqualifies the coach/volunteer from participating in the Authorized Use.

#### **VII. Park District Services**

The Park District will endeavor to provide the following for the OPYBS:

- A staff member or elected official to serve as a liaison to the OPYBS and who will endeavor to attend OPYBS board meetings if requested.



- Limited publicity in the form of organization contact information in Park District Program Brochures and on the Park District's website.
- The opportunity to post organization registration information signs at Facilities designated in advance by the Park District for time period designated by the Park District.
- The opportunity to advertise in the Park District's program brochures at rates set by the Park District.
- Access to bathrooms in community centers during times in which activities are customarily scheduled.
- Preference for scheduling of the Authorized Use in accordance with the Park District's PACT Policies.
- Use of Park District Facilities for annual registration and meeting opportunities, based on availability.
- Park District will line, maintain fields and be responsible for setting up and placing goals for games only.

#### **VIII. OPYBS Additional Responsibilities**

The OPYBS will comply with the following:

- Educating and enforcing coaches, players, volunteers and spectators on the Park District of Oak Park's Code of Conduct which can be found at [www.pdop.org/programs/youth](http://www.pdop.org/programs/youth)
- In all of its services and programs, comply with the standards and requirements of the Americans with Disabilities Act, the Civil Rights Act of 1964 and the Illinois Human Rights Act. OPYBS will not discriminate on the basis of race, religion, sexual orientation, national origin or any other recognized protected class.
- Maintain a sound, functioning board that meets on a regular basis.
- Provide a representative to attend meetings of the Park District's Board of Commissioners as requested by the Park District.
- File annually a copy of their governing by-laws and proof of their status as Sec 501(C)(3) not for profit organization.
- Maintain its own financial accounts and forbid everyone within the OPYBS from incurring any expense for or in the name of the Park District.
- Forbid everyone within the OPYBS from making representations or commitments for or on behalf of the Park District
- File an Incident Report with the Park District immediately after the incident occurs if the incident was caused by or arose related to a Park District Facilities or an action taken by the Park District.
- Upon request, provide financial scholarship information and where this scholarship information is distributed for community awareness.
- Upon request, provide annual financial reports and written minutes.
- OPYBS is solely responsible for any and all supervision associated with its use of the Facilities.
- Conduct all of its activities safely and properly and maintain the Approved Facilities in a safe condition during each Authorized Use.

- Immediately alert the Park District of any damage made to Facilities. OPYBS will be responsible for any damage done to Facilities beyond normal wear and tear and shall fully and promptly reimburse Park District for all costs/expenses incurred.
- OPYBS shall defend, indemnify and hold harmless Park District, it's officials, officers, employees, volunteers and agents against any and all losses and expenses (including reasonable attorneys' fees,) claims, costs, causes of action, damage to property, arising out of or in consequence of the Agreement, but only to the extent such injuries of damages arise out of any act or omission of OPYBS, including OPYBS's officers, officials, employees, volunteers, agents, contractors, team participants, guests and invitees.
- Determine whether the grounds are safe, suitable and appropriate for any of its intended activities and inspect the property prior to each use to determine the suitability of the Facilities for any contemplated use and identify any potential safety hazards or dangerous conditions immediately.
- Adhere to all safety programs and standards set by the Park District while on the Facilities.
- Alcohol and/or illegal drugs are not permitted at any time during the Approved Use.
- Adhere to all Park District policies and directives related to use of wet fields.
- OPYBS is responsible for conveying to their coaches/volunteers/players regarding severe weather conditions.
- OPYBS understands and agrees that the Park District does not assume care, custody or control of any personal property or equipment brought on the Facilities. Park District does not assume liability for property lost, damaged or stolen on Facilities.
- Prior to the first day of OPYBS's permits, all permits that OPYBS does not need must be given back to the Park District. Failure to give back permits prior to start of season will result in payment of said permits.
- Report to the Park District Weather Related Cancellations within one week of weather event. Weather events reported later than one week after said event will result in OPYBS being responsible for payment of those permits.
- There are no rainouts on the turf fields which includes Brooks Middle School, Irving Elementary School, Julian Middle School and Ridgeland Commons.

#### **IX. Carry In/Carry Out**

OPYBS will comply with The Park District's Greening Advisory Committee Carry In/Carry Out Program to reduce trash, keep parks clean, increase environmental awareness and stewardship. OPYBS will carry out what they carry in to the Facilities.

#### **X. Specific Terms of Agreement**

This Agreement includes the Specific Terms of Agreement.

WHEREFORE, the Park District and the OPYBS have caused this License Agreement to be executed by authorized representatives.

**PARK DISTRICT OF OAK PARK**

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

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

**OAK PARK YOUTH BASEBALL SOFTBALL**

By: Sam Elsener

Date: 10-26-25

Printed name: Sam Elsener

Title: Director

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# PARK DISTRICT OF OAK PARK

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## FACILITIES USE LICENSE AGREEMENT WITH CHICAGO EDGE SC ORGANIZATION

This Facilities Use License Agreement ("*License Agreement*") is entered into between the Park District of Oak Park (the "*Park District*") Chicago Edge SC (the "EDGE");

WHEREAS, the Park District owns and operates parks, recreation centers, and related facilities (collectively the "*Facilities*") for the residents of the Village of Oak Park and maintains coordinated schedules for the use of the Facilities; and

WHEREAS, EDGE is one of the organizations that use the Facilities; and

WHEREAS, the Park District has established a Facilities use and allocation management program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, fair allocation and scheduling of the Facilities among those organizations; and

WHEREAS, EDGE desires to use certain Facilities for its programs, which are described in this License Agreement; and

WHEREAS, the Park District and EDGE desire to enter into this Agreement to set forth the responsibilities, requirements, expectations of the parties related to the EDGE's use of the Facilities;

NOW, THEREFORE, it is agreed by the Park District and EDGE as follows:

### **I. Grant of License for Authorized Use**

The Park District hereby grants to the EDGE a temporary license (the "License") for the purpose of allowing the EDGE to conduct the following:

Classification:	Companion
Approved Facilities:	Park District managed facilities & athletic fields
Nature of use:	Soccer practices, games, meetings & registrations
Times of Use:	Fields without lights are sunrise to sunset with permit Fields with lights are sunrise until the auto-timed lights turn off Facilities with permit
Special Features:	Bathrooms may close after 10/31 due to weather conditions

These terms constitute the "*Authorized Use*" and the License is for the Authorized Use only.

## II. Term of License; Termination

The License is for a term commencing on January 1, 2026 and expiring on December 31, 2028 (the “*License Term*”). The Park District, at its discretion for cause, may terminate the License at any time on seven days prior written notice by the Park District to the EDGE, or at any time, with or without advance notice, in the event of an unforeseen emergency. For purposes of this agreement, "cause" means, among other things, noncompliance by EDGE of any of its obligations hereunder that has not been cured within 30 days after the Park District gives written notice to EDGE of the noncompliance. On termination of the License, all use of the Approved Facilities by the EDGE must be discontinued immediately. The termination of the License will not terminate the duties and responsibilities of the EDGE 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 Agreement.

## III. Eligible Hours and Pricing Schedule

EDGE's number of participants x 3 equals the number of hours that EDGE is eligible. EDGE understands that they are unlikely to receive the total amount of eligible hours due to limited field space and maximum participants throughout the community.

### A. Pricing Schedule:

Eligible Hours:	2026 - \$15 per hour
	2027 - \$17 per hour
	2028 - \$19 per hour

Community Center: 40% Discount

Over Time Hours: Any permitted hours in excess of eligible hours will be billed at:

2026	\$30 per hour
2027	\$34 per hour
2028	\$38 per hour

B. Number of Participants; Payment of Invoice. The EDGE will give an estimated number of participants when submitting the PACT Application and again if numbers significantly change at the time of Spring/Summer field requests and/or Fall field requests. The EDGE will pay the billed invoice amount in full within 45 days after receipt from the Park District. The failure of the Park District to provide an invoice will not under any circumstances relieve the EDGE of its duty to pay for their permitted hours.

## IV. Bond

For this License, there is no bond required from the EDGE. A bond may be required for any extended, renewed, or new license.

## V. Insurance

During the License Term, the EDGE shall provide commercial general liability (“*CGL*”) insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate. The Park District must be included as an insured under the CGL insurance policy, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage. EDGE represents and warrants it uses no owned vehicles in connection with its utilization of the Parks. If EDGE at any time uses a vehicle in connection with its use of the Approved Facilities, then EDGE must provide, in advance, motor vehicle insurance coverage not less than \$1,000,000. The Park District must be named as an additional insured under the motor vehicle insurance policy. The EDGE must file proof of all required insurance coverage with the Park District prior to commencement of the Authorized Use.

## **VI. Coach/Volunteer Background Checks**

Before a coach/volunteer may participate in the Approved Use or in any other capacity with the EDGE using Park District Facilities, that coach/volunteer must undergo a Criminal Background Check ("CBC".) The failure of the EDGE to comply with the provisions of this Subsection VI may disqualify the EDGE from engaging in the Authorized Use. A CBC must be completed for a coach/volunteer every two years. The EDGE must keep a list of all its coaches/volunteers and the date on which the CBC was completed for each coach/volunteer, and prohibit a coach/volunteer from participating in the Approved Use or in any other capacity with the EDGE using any Park District Facilities until a CBC has been completed and cleared for that coach/volunteer.

A. Background Checks Conducted By EDGE. Prior to the commencement of the Approved Use, the EDGE must provide to the Park District, for Park District approval, an affidavit signed by an authorized EDGE representative that all their coaches/volunteers have completed a CBC.

B. Background Checks Conducted through the Park District Background Check System. If EDGE chooses to go through the Park District's online CBC for their coaches/volunteers, the coach/volunteer needs to visit the Park District's website at [www.pdop.org/volunteer](http://www.pdop.org/volunteer) to fill out the form. EDGE will need to submit a list of the coaches/volunteers that will be conducting their CBC through the Park District to the Park District prior to the coach/volunteer submitting their background check. The Park District will get notification if a coach/volunteer does not clear the CBC and will notify EDGE. EDGE will be charged the same fee for each CBC that the Park District is charged; at this time the fee per CBC is \$9.95. Failure of a coach/volunteer to properly complete the CBC form disqualifies the coach/volunteer from participating in the Authorized Use.

## **VII. Park District Services**

The Park District will endeavor to provide the following for the EDGE:

- A staff member or elected official to serve as a liaison to the EDGE and who will endeavor to attend EDGE board meetings if requested.
- Limited publicity in the form of organization contact information in Park District Program Brochures and on the Park District's website.
- The opportunity to post organization registration information signs at Facilities designated in advance by the Park District for time period designated by the Park District.
- The opportunity to advertise in the Park District's program brochures at rates set by the Park District.
- Access to bathrooms in community centers during times in which activities are customarily scheduled.
- Preference for scheduling of the Authorized Use in accordance with the Park District's PACT Policies.
- Use of Park District Facilities for annual registration and meeting opportunities, based on availability.
- Park District will line, maintain fields and be responsible for setting up and placing goals for games only.

## **VIII. EDGE Additional Responsibilities**

The EDGE will comply with the following:

- Educating and enforcing coaches, players, volunteers and spectators on the Park District of Oak Park's Code of Conduct which can be found at [www.pdop.org/programs/youth](http://www.pdop.org/programs/youth)

- In all of its services and programs, comply with the standards and requirements of the Americans with Disabilities Act, the Civil Rights Act of 1964 and the Illinois Human Rights Act. EDGE will not discriminate on the basis of race, religion, sexual orientation, national origin or any other recognized protected class.
- Maintain a sound, functioning board that meets on a regular basis.
- Provide a representative to attend meetings of the Park District's Board of Commissioners as requested by the Park District.
- File annually a copy of their governing by-laws and proof of their status as Sec 501(C)(3) not for profit organization.
- Maintain its own financial accounts and forbid everyone within the EDGE from incurring any expense for or in the name of the Park District.
- Forbid everyone within the EDGE from making representations or commitments for or on behalf of the Park District
- File an Incident Report with the Park District immediately after the incident occurs if the incident was caused by or arose related to a Park District Facilities or an action taken by the Park District.
- Upon request, provide financial scholarship information and where this scholarship information is distributed for community awareness.
- Upon request, provide annual financial reports and written minutes.
- EDGE is solely responsible for any and all supervision associated with its use of the Facilities.
- Conduct all of its activities safely and properly and maintain the Approved Facilities in a safe condition during each Authorized Use.
- Immediately alert the Park District of any damage made to Facilities. EDGE will be responsible for any damage done to Facilities beyond normal wear and tear and shall fully and promptly reimburse Park District for all costs/expenses incurred.
- EDGE shall defend, indemnify and hold harmless Park District, it's officials, officers, employees, volunteers and agents against any and all losses and expenses (including reasonable attorneys' fees,) claims, costs, causes of action, damage to property, arising out of or in consequence of the Agreement, but only to the extent such injuries of damages arise out of any act or omission of EDGE, including EDGE's officers, officials, employees, volunteers, agents, contractors, team participants, guests and invitees.
- Determine whether the grounds are safe, suitable and appropriate for any of its intended activities and inspect the property prior to each use to determine the suitability of the Facilities for any contemplated use and identify any potential safety hazards or dangerous conditions immediately.
- Adhere to all safety programs and standards set by the Park District while on the Facilities.
- Alcohol and/or illegal drugs are not permitted at any time during the Approved Use.
- Adhere to all Park District policies and directives related to use of wet fields.
- EDGE is responsible for conveying to their coaches/volunteers/players regarding severe weather conditions.

- EDGE understands and agrees that the Park District does not assume care, custody or control of any personal property or equipment brought on the Facilities. Park District does not assume liability for property lost, damaged or stolen on Facilities.
- Prior to the first day of EDGE's permits, all permits that EDGE does not need must be given back to the Park District. Failure to give back permits prior to start of season will result in payment of said permits.
- Report to the Park District Weather Related Cancellations within one week of weather event. Weather events reported later than one week after said event will result in EDGE being responsible for payment of those permits.
- There are no rainouts on the turf fields which includes Brooks Middle School, Irving Elementary School, Julian Middle School and Ridgeland Commons.

#### **IX. Carry In/Carry Out**

EDGE will comply with The Park District's Greening Advisory Committee Carry In/Carry Out Program to reduce trash, keep parks clean, increase environmental awareness and stewardship. EDGE will carry out what they carry in to the Facilities.

#### **X. Specific Terms of Agreement**

This Agreement includes the Specific Terms of Agreement.

WHEREFORE, the Park District and the EDGE have caused this License Agreement to be executed by authorized representatives.

#### **PARK DISTRICT OF OAK PARK**

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

#### **CHICAGO EDGE SC**

By: \_\_\_\_\_ *Gavin Richards* \_\_\_\_\_ Date: \_\_\_\_\_ 10/22/25 \_\_\_\_\_

Printed name: \_\_\_\_\_ Gavin Richards \_\_\_\_\_

Title: \_\_\_\_\_ Director of Operations \_\_\_\_\_



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# PARK DISTRICT OF OAK PARK

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## **FACILITIES USE LICENSE AGREEMENT WITH OPRF ALLIANCE ORGANIZATION**

This Facilities Use License Agreement ("*License Agreement*") is entered into between the Park District of Oak Park (the "*Park District*") OPRF Alliance (the "*ALLIANCE*");

WHEREAS, the Park District owns and operates parks, recreation centers, and related facilities (collectively the "*Facilities*") for the residents of the Village of Oak Park and maintains coordinated schedules for the use of the Facilities; and

WHEREAS, ALLIANCE is one of the organizations that use the Facilities; and

WHEREAS, the Park District has established a Facilities use and allocation management program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, fair allocation and scheduling of the Facilities among those organizations; and

WHEREAS, ALLIANCE desires to use certain Facilities for its programs, which are described in this License Agreement; and

WHEREAS, the Park District and ALLIANCE desire to enter into this Agreement to set forth the responsibilities, requirements, expectations of the parties related to the ALLIANCE's use of the Facilities;

NOW, THEREFORE, it is agreed by the Park District and ALLIANCE as follows:

### **I. Grant of License for Authorized Use**

The Park District hereby grants to the ALLIANCE a temporary license (the "*License*") for the purpose of allowing the ALLIANCE to conduct the following:

Classification:	Companion
Approved Facilities:	Park District managed facilities & athletic fields
Nature of use:	Soccer practices, games, meetings & registrations
Times of Use:	Fields without lights are sunrise to sunset with permit Fields with lights are sunrise until the auto-timed lights turn off Facilities with permit
Special Features:	Bathrooms may close after 10/31 due to weather conditions

These terms constitute the "*Authorized Use*" and the License is for the Authorized Use only.

## **II. Term of License; Termination**

The License is for a term commencing on January 1, 2026 and expiring on December 31, 2028 (the “*License Term*”). The Park District, at its discretion for cause, may terminate the License at any time on seven days prior written notice by the Park District to the ALLIANCE, or at any time, with or without advance notice, in the event of an unforeseen emergency. For purposes of this agreement, “cause” means, among other things, noncompliance by ALLIANCE of any of its obligations hereunder that has not been cured within 30 days after the Park District gives written notice to ALLIANCE of the noncompliance. On termination of the License, all use of the Approved Facilities by the ALLIANCE must be discontinued immediately. The termination of the License will not terminate the duties and responsibilities of the ALLIANCE 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 Agreement.

## **III. Eligible Hours and Pricing Schedule**

ALLIANCE’s number of participants x 3 equals the number of hours that ALLIANCE is eligible. ALLIANCE understands that they are unlikely to receive the total amount of eligible hours due to limited field space and maximum participants throughout the community.

### **A. Pricing Schedule:**

Eligible Hours:        2026 - \$15 per hour  
                                 2027 - \$17 per hour  
                                 2028 - \$19 per hour

Community Center:   40% Discount

Over Time Hours:     Any permitted hours in excess of eligible hours will be billed at:

                                 2026    \$30 per hour  
                                 2027    \$34 per hour  
                                 2028    \$38 per hour

B.     Number of Participants; Payment of Invoice. The ALLIANCE will give an estimated number of participants when submitting the PACT Application and again if numbers significantly change at the time of Spring/Summer field requests and/or Fall field requests. The ALLIANCE will pay the billed invoice amount in full within 45 days after receipt from the Park District. The failure of the Park District to provide an invoice will not under any circumstances relieve the ALLIANCE of its duty to pay for their permitted hours.

## **IV. Bond**

For this License, there is no bond required from the ALLIANCE. A bond may be required for any extended, renewed, or new license.

## **V. Insurance**

During the License Term, the ALLIANCE shall provide commercial general liability (“*CGL*”) insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate. The Park District must be included as an insured under the CGL insurance policy, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage. ALLIANCE represents and warrants it uses no owned vehicles in connection with its utilization of the Parks. If ALLIANCE at any time uses a vehicle in connection with its use of the Approved Facilities, then ALLIANCE must provide, in advance, motor vehicle insurance coverage not less than \$1,000,000. The Park District must be named as an additional insured under the motor vehicle insurance policy. The

ALLIANCE must file proof of all required insurance coverage with the Park District prior to commencement of the Authorized Use.

## **VI. Coach/Volunteer Background Checks**

Before a coach/volunteer may participate in the Approved Use or in any other capacity with the ALLIANCE using Park District Facilities, that coach/volunteer must undergo a Criminal Background Check ("CBC.") The failure of the ALLIANCE to comply with the provisions of this Subsection VI may disqualify the ALLIANCE from engaging in the Authorized Use. A CBC must be completed for a coach/volunteer every two years. The ALLIANCE must keep a list of all its coaches/volunteers and the date on which the CBC was completed for each coach/volunteer, and prohibit a coach/volunteer from participating in the Approved Use or in any other capacity with the ALLIANCE using any Park District Facilities until a CBC has been completed and cleared for that coach/volunteer.

A. Background Checks Conducted By ALLIANCE. Prior to the commencement of the Approved Use, the ALLIANCE must provide to the Park District, for Park District approval, an affidavit signed by an authorized ALLIANCE representative that all their coaches/volunteers have completed a CBC.

B. Background Checks Conducted through the Park District Background Check System. If ALLIANCE chooses to go through the Park District's online CBC for their coaches/volunteers, the coach/volunteer needs to visit the Park District's website at [www.pdop.org/volunteer](http://www.pdop.org/volunteer) to fill out the form. ALLIANCE will need to submit a list of the coaches/volunteers that will be conducting their CBC through the Park District to the Park District prior to the coach/volunteer submitting their background check. The Park District will get notification if a coach/volunteer does not clear the CBC and will notify ALLIANCE. ALLIANCE will be charged the same fee for each CBC that the Park District is charged; at this time the fee per CBC is \$9.95. Failure of a coach/volunteer to properly complete the CBC form disqualifies the coach/volunteer from participating in the Authorized Use.

## **VII. Park District Services**

The Park District will endeavor to provide the following for the ALLIANCE:

- A staff member or elected official to serve as a liaison to the ALLIANCE and who will endeavor to attend ALLIANCE board meetings if requested.
- Limited publicity in the form of organization contact information in Park District Program Brochures and on the Park District's website.
- The opportunity to post organization registration information signs at Facilities designated in advance by the Park District for time period designated by the Park District.
- The opportunity to advertise in the Park District's program brochures at rates set by the Park District.
- Access to bathrooms in community centers during times in which activities are customarily scheduled.
- Preference for scheduling of the Authorized Use in accordance with the Park District's PACT Policies.
- Use of Park District Facilities for annual registration and meeting opportunities, based on availability.
- Park District will line, maintain fields and be responsible for setting up and placing goals for games only.

## **VIII. ALLIANCE Additional Responsibilities**

The ALLIANCE will comply with the following:

- Educating and enforcing coaches, players, volunteers and spectators on the Park District of Oak Park's Code of Conduct which can be found at [www.pdop.org/programs/youth](http://www.pdop.org/programs/youth)
- In all of its services and programs, comply with the standards and requirements of the Americans with Disabilities Act, the Civil Rights Act of 1964 and the Illinois Human Rights Act. ALLIANCE will not discriminate on the basis of race, religion, sexual orientation, national origin or any other recognized protected class.
- Maintain a sound, functioning board that meets on a regular basis.
- Provide a representative to attend meetings of the Park District's Board of Commissioners as requested by the Park District.
- File annually a copy of their governing by-laws and proof of their status as Sec 501(C)(3) not for profit organization.
- Maintain its own financial accounts and forbid everyone within the ALLIANCE from incurring any expense for or in the name of the Park District.
- Forbid everyone within the ALLIANCE from making representations or commitments for or on behalf of the Park District
- File an Incident Report with the Park District immediately after the incident occurs if the incident was caused by or arose related to a Park District Facilities or an action taken by the Park District.
- Upon request, provide financial scholarship information and where this scholarship information is distributed for community awareness.
- Upon request, provide annual financial reports and written minutes.
- ALLIANCE is solely responsible for any and all supervision associated with its use of the Facilities.
- Conduct all of its activities safely and properly and maintain the Approved Facilities in a safe condition during each Authorized Use.
- Immediately alert the Park District of any damage made to Facilities. ALLIANCE will be responsible for any damage done to Facilities beyond normal wear and tear and shall fully and promptly reimburse Park District for all costs/expenses incurred.
- ALLIANCE shall defend, indemnify and hold harmless Park District, it's officials, officers, employees, volunteers and agents against any and all losses and expenses (including reasonable attorneys' fees,) claims, costs, causes of action, damage to property, arising out of or in consequence of the Agreement, but only to the extent such injuries of damages arise out of any act or omission of ALLIANCE, including ALLIANCE's officers, officials, employees, volunteers, agents, contractors, team participants, guests and invitees.
- Determine whether the grounds are safe, suitable and appropriate for any of its intended activities and inspect the property prior to each use to determine the suitability of the Facilities for any contemplated use and identify any potential safety hazards or dangerous conditions immediately.
- Adhere to all safety programs and standards set by the Park District while on the Facilities.
- Alcohol and/or illegal drugs are not permitted at any time during the Approved Use.
- Adhere to all Park District policies and directives related to use of wet fields.

- ALLIANCE is responsible for conveying to their coaches/volunteers/players regarding severe weather conditions.
- ALLIANCE understands and agrees that the Park District does not assume care, custody or control of any personal property or equipment brought on the Facilities. Park District does not assume liability for property lost, damaged or stolen on Facilities.
- Prior to the first day of ALLIANCE's permits, all permits that ALLIANCE does not need must be given back to the Park District. Failure to give back permits prior to start of season will result in payment of said permits.
- Report to the Park District Weather Related Cancellations within one week of weather event. Weather events reported later than one week after said event will result in ALLIANCE being responsible for payment of those permits.
- There are no rainouts on the turf fields which includes Brooks Middle School, Irving Elementary School, Julian Middle School and Ridgeland Commons.

#### **IX. Carry In/Carry Out**

ALLIANCE will comply with The Park District's Greening Advisory Committee Carry In/Carry Out Program to reduce trash, keep parks clean, increase environmental awareness and stewardship. ALLIANCE will carry out what they carry in to the Facilities.

#### **X. Specific Terms of Agreement**


This Agreement includes the Specific Terms of Agreement.

WHEREFORE, the Park District and the ALLIANCE have caused this License Agreement to be executed by authorized representatives.

#### **PARK DISTRICT OF OAK PARK**

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

#### **OPRF ALLIANCE**

By:  Date: 10/30/2025

Printed name: Regina A. Ripley\_

Title: President

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# PARK DISTRICT OF OAK PARK

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## FACILITIES USE LICENSE AGREEMENT WITH OAK PARK RIVER FOREST YOUTH ULTIMATE ORGANIZATION

This Facilities Use License Agreement ("*License Agreement*") is entered into between the Park District of Oak Park (the "*Park District*") Oak Park River Forest Youth Ultimate (the "ULTIMATE");

WHEREAS, the Park District owns and operates parks, recreation centers, and related facilities (collectively the "*Facilities*") for the residents of the Village of Oak Park and maintains coordinated schedules for the use of the Facilities; and

WHEREAS, ULTIMATE is one of the organizations that use the Facilities; and

WHEREAS, the Park District has established a Facilities use and allocation management program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, fair allocation and scheduling of the Facilities among those organizations; and

WHEREAS, ULTIMATE desires to use certain Facilities for its programs, which are described in this License Agreement; and

WHEREAS, the Park District and ULTIMATE desire to enter into this Agreement to set forth the responsibilities, requirements, expectations of the parties related to the ULTIMATE's use of the Facilities;

NOW, THEREFORE, it is agreed by the Park District and ULTIMATE as follows:

### **I. Grant of License for Authorized Use**

The Park District hereby grants to the ULTIMATE a temporary license (the "License") for the purpose of allowing the ULTIMATE to conduct the following:

Classification:	Companion
Approved Facilities:	Park District managed facilities & athletic fields
Nature of use:	Practices, games, meetings & registrations
Times of Use:	Fields without lights are sunrise to sunset with permit Fields with lights are sunrise until the auto-timed lights turn off Facilities with permit
Special Features:	Bathrooms may close after 10/31 due to weather conditions

These terms constitute the "*Authorized Use*" and the License is for the Authorized Use only.

## **II. Term of License; Termination**

The License is for a term commencing on January 1, 2026 and expiring on December 31, 2028 (the “*License Term*”). The Park District, at its discretion for cause, may terminate the License at any time on seven days prior written notice by the Park District to the ULTIMATE, or at any time, with or without advance notice, in the event of an unforeseen emergency. For purposes of this agreement, "cause" means, among other things, noncompliance by ULTIMATE of any of its obligations hereunder that has not been cured within 30 days after the Park District gives written notice to ULTIMATE of the noncompliance. On termination of the License, all use of the Approved Facilities by the ULTIMATE must be discontinued immediately. The termination of the License will not terminate the duties and responsibilities of the ULTIMATE 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 Agreement.

## **III. Eligible Hours and Pricing Schedule**

ULTIMATE’s number of participants x 3 equals the number of hours that ULTIMATE is eligible. ULTIMATE understands that they are unlikely to receive the total amount of eligible hours due to limited field space and maximum participants throughout the community.

### **A. Pricing Schedule:**

Eligible Hours:        2026 - \$15 per hour  
                                 2027 - \$17 per hour  
                                 2028 - \$19 per hour

Community Center:   25% Discount

Over Time Hours:     Any permitted hours in excess of eligible hours will be billed at:

                                 2026    \$30 per hour  
                                 2027    \$34 per hour  
                                 2028    \$38 per hour

B.     Number of Participants; Payment of Invoice. The ULTIMATE will give an estimated number of participants when submitting the PACT Application and again if numbers significantly change at the time of Spring/Summer field requests and/or Fall field requests. The ULTIMATE will pay the billed invoice amount in full within 45 days after receipt from the Park District. The failure of the Park District to provide an invoice will not under any circumstances relieve the ULTIMATE of its duty to pay for their permitted hours.

## **IV. Bond**

For this License, there is no bond required from the ULTIMATE. A bond may be required for any extended, renewed, or new license.

## **V. Insurance**

During the License Term, the ULTIMATE shall provide commercial general liability (“*CGL*”) insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate. The Park District must be included as an insured under the CGL insurance policy, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage. ULTIMATE represents and warrants it uses no owned vehicles in connection with its utilization of the Parks. If ULTIMATE at any time uses a vehicle in connection with its use of the Approved Facilities, then ULTIMATE must provide, in advance, motor vehicle insurance coverage not less than \$1,000,000. The Park District must be named as an additional insured under the motor vehicle insurance policy. The

ULTIMATE must file proof of all required insurance coverage with the Park District prior to commencement of the Authorized Use.

## **VI. Coach/Volunteer Background Checks**

Before a coach/volunteer may participate in the Approved Use or in any other capacity with the ULTIMATE using Park District Facilities, that coach/volunteer must undergo a Criminal Background Check ("CBC.") The failure of the ULTIMATE to comply with the provisions of this Subsection VI may disqualify the ULTIMATE from engaging in the Authorized Use. A CBC must be completed for a coach/volunteer every two years. The ULTIMATE must keep a list of all its coaches/volunteers and the date on which the CBC was completed for each coach/volunteer, and prohibit a coach/volunteer from participating in the Approved Use or in any other capacity with the ULTIMATE using any Park District Facilities until a CBC has been completed and cleared for that coach/volunteer.

A. Background Checks Conducted By ULTIMATE. Prior to the commencement of the Approved Use, the ULTIMATE must provide to the Park District, for Park District approval, an affidavit signed by an authorized ULTIMATE representative that all their coaches/volunteers have completed a CBC.

B. Background Checks Conducted through the Park District Background Check System. If ULTIMATE chooses to go through the Park District's online CBC for their coaches/volunteers, the coach/volunteer needs to visit the Park District's website at [www.pdop.org/volunteer](http://www.pdop.org/volunteer) to fill out the form. ULTIMATE will need to submit a list of the coaches/volunteers that will be conducting their CBC through the Park District to the Park District prior to the coach/volunteer submitting their background check. The Park District will get notification if a coach/volunteer does not clear the CBC and will notify ULTIMATE. ULTIMATE will be charged the same fee for each CBC that the Park District is charged; at this time the fee per CBC is \$9.95. Failure of a coach/volunteer to properly complete the CBC form disqualifies the coach/volunteer from participating in the Authorized Use.

## **VII. Park District Services**

The Park District will endeavor to provide the following for the ULTIMATE:

- A staff member or elected official to serve as a liaison to the ULTIMATE and who will endeavor to attend ULTIMATE board meetings if requested.
- Limited publicity in the form of organization contact information in Park District Program Brochures and on the Park District's website.
- The opportunity to post organization registration information signs at Facilities designated in advance by the Park District for time period designated by the Park District.
- The opportunity to advertise in the Park District's program brochures at rates set by the Park District.
- Access to bathrooms in community centers during times in which activities are customarily scheduled.
- Preference for scheduling of the Authorized Use in accordance with the Park District's PACT Policies.
- Use of Park District Facilities for annual registration and meeting opportunities, based on availability.
- Park District will line, maintain fields and be responsible for setting up and placing goals for games only.

## **VIII. ULTIMATE Additional Responsibilities**

The ULTIMATE will comply with the following:



- Educating and enforcing coaches, players, volunteers and spectators on the Park District of Oak Park's Code of Conduct which can be found at [pdop.org/youthsportscode/](http://pdop.org/youthsportscode/)
- In all of its services and programs, comply with the standards and requirements of the Americans with Disabilities Act, the Civil Rights Act of 1964 and the Illinois Human Rights Act. ULTIMATE will not discriminate on the basis of race, religion, sexual orientation, national origin or any other recognized protected class.
- Maintain a sound, functioning board that meets on a regular basis.
- Provide a representative to attend meetings of the Park District's Board of Commissioners as requested by the Park District.
- File annually a copy of their governing by-laws and proof of their status as Sec 501(C)(3) not for profit organization.
- Maintain its own financial accounts and forbid everyone within the ULTIMATE from incurring any expense for or in the name of the Park District.
- Forbid everyone within the ULTIMATE from making representations or commitments for or on behalf of the Park District
- File an Incident Report with the Park District immediately after the incident occurs if the incident was caused by or arose related to a Park District Facilities or an action taken by the Park District.
- Upon request, provide financial scholarship information and where this scholarship information is distributed for community awareness.
- Upon request, provide annual financial reports and written minutes.
- ULTIMATE is solely responsible for any and all supervision associated with its use of the Facilities.
- Conduct all of its activities safely and properly and maintain the Approved Facilities in a safe condition during each Authorized Use.
- Immediately alert the Park District of any damage made to Facilities. ULTIMATE will be responsible for any damage done to Facilities beyond normal wear and tear and shall fully and promptly reimburse Park District for all costs/expenses incurred.
- ULTIMATE shall defend, indemnify and hold harmless Park District, it's officials, officers, employees, volunteers and agents against any and all losses and expenses (including reasonable attorneys' fees,) claims, costs, causes of action, damage to property, arising out of or in consequence of the Agreement, but only to the extent such injuries of damages arise out of any act or omission of ULTIMATE, including ULTIMATE's officers, officials, employees, volunteers, agents, contractors, team participants, guests and invitees.
- Determine whether the grounds are safe, suitable and appropriate for any of its intended activities and inspect the property prior to each use to determine the suitability of the Facilities for any contemplated use and identify any potential safety hazards or dangerous conditions immediately.
- Adhere to all safety programs and standards set by the Park District while on the Facilities.
- Alcohol and/or illegal drugs are not permitted at any time during the Approved Use.
- Adhere to all Park District policies and directives related to use of wet fields.

- ULTIMATE is responsible for conveying to their coaches/volunteers/players regarding severe weather conditions.
- ULTIMATE understands and agrees that the Park District does not assume care, custody or control of any personal property or equipment brought on the Facilities. Park District does not assume liability for property lost, damaged or stolen on Facilities.
- Prior to the first day of ULTIMATE's permits, all permits that ULTIMATE does not need must be given back to the Park District. Failure to give back permits prior to start of season will result in payment of said permits.
- Report to the Park District Weather Related Cancellations within one week of weather event. Weather events reported later than one week after said event will result in ULTIMATE being responsible for payment of those permits.
- There are no rainouts on the turf fields which includes Brooks Middle School, Irving Elementary School, Julian Middle School and Ridgeland Commons.

#### **IX. Carry In/Carry Out**

ULTIMATE will comply with The Park District's Greening Advisory Committee Carry In/Carry Out Program to reduce trash, keep parks clean, increase environmental awareness and stewardship. ULTIMATE will carry out what they carry in to the Facilities.

#### **X. Specific Terms of Agreement**

This Agreement includes the Specific Terms of Agreement.

WHEREFORE, the Park District and the ULTIMATE have caused this License Agreement to be executed by authorized representatives.

#### **PARK DISTRICT OF OAK PARK**

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

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

#### **OAK PARK RIVER FOREST YOUTH ULTIMATE**

By: Stacy E. Fifer

Date: 10-16-25

Printed name: \_\_\_\_\_ Stacy E. Fifer \_\_\_\_\_

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

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# PARK DISTRICT OF OAK PARK

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## **FACILITIES USE LICENSE AGREEMENT WITH EAST AVE LACROSSE ORGANIZATION**

This Facilities Use License Agreement ("*License Agreement*") is entered into between the Park District of Oak Park (the "*Park District*") East Ave Lacrosse (the "*EAL*");

WHEREAS, the Park District owns and operates parks, recreation centers, and related facilities (collectively the "*Facilities*") for the residents of the Village of Oak Park and maintains coordinated schedules for the use of the Facilities; and

WHEREAS, EAL is one of the organizations that use the Facilities; and

WHEREAS, the Park District has established a Facilities use and allocation management program called PACT (Partner, Associate, Companion, Tenant) for the efficient, cost-effective, fair allocation and scheduling of the Facilities among those organizations; and

WHEREAS, EAL desires to use certain Facilities for its programs, which are described in this License Agreement; and

WHEREAS, the Park District and EAL desire to enter into this Agreement to set forth the responsibilities, requirements, expectations of the parties related to the EAL's use of the Facilities;

NOW, THEREFORE, it is agreed by the Park District and EAL as follows:

### **I. Grant of License for Authorized Use**

The Park District hereby grants to the EAL a temporary license (the "*License*") for the purpose of allowing the EAL to conduct the following:

Classification:	Tenant
Approved Facilities:	Park District managed facilities & athletic fields
Nature of use:	Soccer practices, games, meetings & registrations
Times of Use:	Fields without lights are sunrise to sunset with permit Fields with lights are sunrise until the auto-timed lights turn off Facilities with permit
Special Features:	Bathrooms may close after 10/31 due to weather conditions

These terms constitute the "*Authorized Use*" and the License is for the Authorized Use only.



## **II. Term of License; Termination**

The License is for a term commencing on January 1, 2026 and expiring on December 31, 2026 (the "*License Term*"). The Park District, at its discretion for cause, may terminate the License at any time on seven days prior written notice by the Park District to the EAL, or at any time, with or without advance notice, in the event of an unforeseen emergency. For purposes of this agreement, "cause" means, among other things, noncompliance by EAL of any of its obligations hereunder that has not been cured within 30 days after the Park District gives written notice to EAL of the noncompliance. On termination of the License, all use of the Approved Facilities by the EAL must be discontinued immediately. The termination of the License will not terminate the duties and responsibilities of the EAL 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 Agreement.

## **III. Pricing**

PACT organizations in the Tenant level do not have participant fees and do not receive allotted facility use hours. The hourly rate for EAL is \$48/Hour.

## **IV. Bond**

For this License, there is no bond required from the EAL. A bond may be required for any extended, renewed, or new license.

## **V. Insurance**

During the License Term, the EAL shall provide commercial general liability ("*CGL*") insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate. The Park District must be included as an insured under the CGL insurance policy, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage. EAL represents and warrants it uses no owned vehicles in connection with its utilization of the Parks. If EAL at any time uses a vehicle in connection with its use of the Approved Facilities, then EAL must provide, in advance, motor vehicle insurance coverage not less than \$1,000,000. The Park District must be named as an additional insured under the motor vehicle insurance policy. The EAL must file proof of all required insurance coverage with the Park District prior to commencement of the Authorized Use.

## **VI. Coach/Volunteer Background Checks**

Before a coach/volunteer may participate in the Approved Use or in any other capacity with the EAL using Park District Facilities, that coach/volunteer must undergo a Criminal Background Check ("*CBC*".) The failure of the EAL to comply with the provisions of this Subsection VI may disqualify the EAL from engaging in the Authorized Use. A CBC must be completed for a coach/volunteer every two years. The EAL must keep a list of all its coaches/volunteers and the date on which the CBC was completed for each coach/volunteer, and prohibit a coach/volunteer from participating in the Approved Use or in any other capacity with the EAL using any Park District Facilities until a CBC has been completed and cleared for that coach/volunteer.

A. Background Checks Conducted By EAL. Prior to the commencement of the Approved Use, the EAL must provide to the Park District, for Park District approval, an affidavit signed by an authorized EAL representative that all their coaches/volunteers have completed a CBC.

B. Background Checks Conducted through the Park District Background Check System. If EAL chooses to go through the Park District's online CBC for their coaches/volunteers, the coach/volunteer needs to visit the Park District's website at [www.pdop.org/volunteer](http://www.pdop.org/volunteer) to fill out the form. EAL will need to submit a list of the coaches/volunteers that will be conducting their CBC through the Park District to the Park District prior to the coach/volunteer submitting their background check. The Park District will get notification if a coach/volunteer does not clear the CBC and will notify EAL. EAL will be charged the same fee for each CBC that the Park District is



charged; at this time the fee per CBC is \$9.95. Failure of a coach/volunteer to properly complete the CBC form disqualifies the coach/volunteer from participating in the Authorized Use.

## **VII. Park District Services**

The Park District will endeavor to provide the following for the EAL:

- A staff member or elected official to serve as a liaison to the EAL and who will endeavor to attend EAL board meetings if requested.
- Limited publicity in the form of organization contact information in Park District Program Brochures and on the Park District's website.
- The opportunity to post organization registration information signs at Facilities designated in advance by the Park District for time period designated by the Park District.
- The opportunity to advertise in the Park District's program brochures at rates set by the Park District.
- Access to bathrooms in community centers during times in which activities are customarily scheduled.
- Preference for scheduling of the Authorized Use in accordance with the Park District's PACT Policies.
- Use of Park District Facilities for annual registration and meeting opportunities, based on availability.
- Park District will line, maintain fields and be responsible for setting up and placing goals for games only.

## **VIII. EAL Additional Responsibilities**

The EAL will comply with the following:

- Educating and enforcing coaches, players, volunteers and spectators on the Park District of Oak Park's Code of Conduct which can be found at [www.pdop.org/programs/youth](http://www.pdop.org/programs/youth)
- In all of its services and programs, comply with the standards and requirements of the Americans with Disabilities Act, the Civil Rights Act of 1964 and the Illinois Human Rights Act. EAL will not discriminate on the basis of race, religion, sexual orientation, national origin or any other recognized protected class.
- Maintain a sound, functioning board that meets on a regular basis.
- Provide a representative to attend meetings of the Park District's Board of Commissioners as requested by the Park District.
- File annually a copy of their governing by-laws and proof of their status as Sec 501(C)(3) not for profit organization.
- Maintain its own financial accounts and forbid everyone within the EAL from incurring any expense for or in the name of the Park District.
- Forbid everyone within the EAL from making representations or commitments for or on behalf of the Park District
- File an Incident Report with the Park District immediately after the incident occurs if the incident was caused by or arose related to a Park District Facilities or an action taken by the Park District.

- Upon request, provide financial scholarship information and where this scholarship information is distributed for community awareness.
- Upon request, provide annual financial reports and written minutes.
- EAL is solely responsible for any and all supervision associated with its use of the Facilities.
- Conduct all of its activities safely and properly and maintain the Approved Facilities in a safe condition during each Authorized Use.
- Immediately alert the Park District of any damage made to Facilities. EAL will be responsible for any damage done to Facilities beyond normal wear and tear and shall fully and promptly reimburse Park District for all costs/expenses incurred.
- EAL shall defend, indemnify and hold harmless Park District, its officials, officers, employees, volunteers and agents against any and all losses and expenses (including reasonable attorneys' fees,) claims, costs, causes of action, damage to property, arising out of or in consequence of the Agreement, but only to the extent such injuries or damages arise out of any act or omission of EAL, including EAL's officers, officials, employees, volunteers, agents, contractors, team participants, guests and invitees.
- Determine whether the grounds are safe, suitable and appropriate for any of its intended activities and inspect the property prior to each use to determine the suitability of the Facilities for any contemplated use and identify any potential safety hazards or dangerous conditions immediately.
- Adhere to all safety programs and standards set by the Park District while on the Facilities.
- Alcohol and/or illegal drugs are not permitted at any time during the Approved Use.
- Adhere to all Park District policies and directives related to use of wet fields.
- EAL is responsible for conveying to their coaches/volunteers/players regarding severe weather conditions.
- EAL understands and agrees that the Park District does not assume care, custody or control of any personal property or equipment brought on the Facilities. Park District does not assume liability for property lost, damaged or stolen on Facilities.
- Prior to the first day of EAL's permits, all permits that EAL does not need must be given back to the Park District. Failure to give back permits prior to start of season will result in payment of said permits.
- Report to the Park District Weather Related Cancellations within one week of weather event. Weather events reported later than one week after said event will result in EAL being responsible for payment of those permits.
- There are no rainouts on the turf fields which includes Brooks Middle School, Irving Elementary School, Julian Middle School and Ridgeland Commons.

#### **IX. Carry In/Carry Out**

EAL will comply with The Park District's Greening Advisory Committee Carry In/Carry Out Program to reduce trash, keep parks clean, increase environmental awareness and stewardship. EAL will carry out what they carry in to the Facilities.

**X. Specific Terms of Agreement**

This Agreement includes the Specific Terms of Agreement.

WHEREFORE, the Park District and the EAL have caused this License Agreement to be executed by authorized representatives.

**PARK DISTRICT OF OAK PARK**

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

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

**EAST AVE LACROSSE**

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

Date: \_\_\_\_\_12/4/2025\_\_\_\_\_

Printed name: \_\_\_\_\_Jerry Considine\_\_\_\_\_

Title: \_\_\_\_\_Director\_\_\_\_\_





**January**

<i>All</i>	<b>C</b>	IPRA Conference - January 29-31, 2026	Annual
<i>Jan/Bill</i>	<b>C</b>	Field Park Playground Improvements Contract Approval (2026)	
<i>Mitch</i>	<b>C</b>	Decennial Committees on Local Government Efficiency Act (2033)	10 Years
<i>Mitch</i>	<b>C</b>	2025 Tax Year Levy - Abatement Resolution for 2025 Levy Adjustment	Annual
<i>Maureen/Mitch</i>	<b>C</b>	Bus Lease Agreement (2029)	Every 5
<i>Ann Marie</i>	<b>C</b>	Community Survey Results Presentation (2029)	Every 5
<i>Paula</i>	<b>C</b>	Full-time Salary Bands	Annual
<i>Mitch/Scott</i>	<b>R</b>	2025 Program Scholarship and CDM Report	Annual
<i>Mitch</i>	<b>R</b>	2025 Performance Measures Year in Review	Annual

**February**

<i>Jan</i>	<b>C</b>	2026 IAPD/IPRA Conference Update	Annual
<i>Maureen</i>	<b>C</b>	Bus Transportation Bid (2027)	Every 3
<i>Bill</i>	<b>C</b>	Cheney Geothermal HVAC Improvement	
<i>Bill</i>	<b>C</b>	Mower Replacement (D97 Shared)	
<i>Jan</i>	<b>C</b>	Professional Services Pleasant Home ADA	
<i>Bill</i>	<b>C</b>	EV Chargers: Rehm	
<i>Jan</i>	<b>R</b>	2025 PDOP Annual Report	Annual
<i>Board/Jan</i>	<b>R</b>	Community Service Awards Presented	Annual
<i>Susan</i>	<b>R</b>	Annual Historic Properties Operations Report	Annual
<i>Maureen</i>	<b>R</b>	Annual Recreation Report	Annual

**March**

<i>Jan/Paula</i>	<b>C</b>	Agreement with Service Employees International Union (Expires 2028)	Every 4
<i>Patti/FOPCON</i>	<b>C</b>	FOPCON Update	Annual
<i>Patti</i>	<b>C</b>	IPRA Environmental Report Card (2027)	Every 2
<i>Patti</i>	<b>C</b>	IPM Policy Update (2028)	Every 5
<i>ESAC/Patti</i>	<b>C</b>	Environmental Sustainability Advisory Committee (ESAC) Update	Annual
<i>Bill</i>	<b>C</b>	Field Center Demo Contract	
<i>Bill</i>	<b>C</b>	Cheney Mansion Fire Alarm	
<i>Jan</i>	<b>R</b>	Executive Director's Annual Performance Review	Annual
<i>Jan</i>	<b>R</b>	Election Results	
<i>WSSRA</i>	<b>R</b>	WSSRA Annual Report Update	Annual





**April**

All		April 8 - Park District of Oak Park 114th Birthday	Annual
Jan	C	D200 IGA - Facilities (2026)	Every 5
Mike	C	Beverage and Snack Vending Services (2026)	Every 3
Bill	C	Cheney Mansion Painting	
Bill	C	Fox and Conservatory HVAC Replacements	
Ann Marie	R	2026 Performance Measure 1st Quarter Review	Annual
Jan	R	Park District Citizen Committee (PDCC) Update	Annual
Jan	R	Parks Foundation Annual Update	Annual

**May**

Jan		Spring Park Tour	Annual
Karen/Jan/Board	C	Appointment of Board Officers and Board Committees	Annual
Mitch/Attorney	C	Review of Ethics Ordinance	Annual
Mitch/Bill	C	Parks and Facility Annual Report	Annual
Jan	C	D97 Sports Fields Maintenance IGA (2029)	Every 5
Maureen	C	Collaboration for Early Childhood Agreement (2027)	Every 2
Bill	C	947 Parking Lot Improvements	
Bill	C	RCRC Flooring Replacement	
Bill/Jan	R	Conservatory Master Plan Update	Every 10
Jan	R	IAPD Legislative Day Update	Annual

**June**

Jan		Board Retreat - June 16, 2026	
Jan/Mitch	C	Austin Trust Update	Annual
Mitch	C	2025 Audit Report Presentation	Annual
Mitch	C	PDOP Fixed Asset Review	Annual
Karen/Jan	C	Bi-Annual Review of Executive Session Minutes	Annual
Bill	C	Fleet Services & Fuel IGAs with VOP (2029)	Every 5
Paula/Jan	C	Compensation Study (2028)	Every 5
Mitch/Jan	C	2027 Budget Timeline/Guidelines	Annual
Bill	R	PlantItGreen Update (2027)	Every 3
Jan	R	Community Mental Health Board (CMHB) Update	Annual



**July (No COW Meeting)**

<i>Jan</i>	<b>R</b>	OSLAD Resolution - Project TBD	Annual
<i>Mitch</i>	<b>R</b>	Capital Improvement Plan (CIP) Update	Annual
<i>Ann Marie</i>	<b>R</b>	2026 Performance Measure 2nd Quarter Review	Annual

**August (No COW Meeting)**

<i>Jan</i>	<b>R</b>	OSLAD Resolution Approval - Project TBD	Annual
<i>Bill/Jan</i>	<b>R</b>	Conservatory Master Plan Update	Annual

**September**

<i>Jan</i>		NRPA Conference - September 29-October 1, 2026 (Philadelphia, PA)	Annual
<i>Jan/Karen</i>	<b>C</b>	Community Service Award–Nominations Gathered	Annual
<i>Jan/Karen</i>	<b>C</b>	Elected Officials BBQ Update	Annual
<i>Mitch</i>	<b>C</b>	Draft 2026 Tax Levy	Annual
<i>Jan</i>	<b>C</b>	Board of Commissioners General Practices Manual Update	Annual
<i>Jan</i>	<b>C</b>	PDOP/D200 IGA Agreement for RCRC (2047)	Every 25

**October**

<i>Jan</i>		Festival Theatre Update	Annual
<i>Mitch</i>	<b>B</b>	Draft Budget Document Delivered	Annual
<i>Mitch/Jan</i>	<b>B</b>	Budget Session Meeting #1 Oct. 8, 2026 and #2 - Oct. 15, 2026	Annual
<i>Mitch</i>	<b>B</b>	Budget & Appropriation Ordinance (release for public inspection) - Oct. 16	Annual
<i>Mitch</i>	<b>C</b>	Copier Agreement (2026)	Every 3
<i>Mitch</i>	<b>C</b>	Audit Engagement Letter (2028)	Every 3
<i>Jan/Bill</i>	<b>C</b>	Pleasant Home ADA Restroom Contract Award	
<i>Karen</i>	<b>C</b>	2027 Committee & Board Meeting Calendar	Annual
<i>Jan/Bill</i>	<b>C</b>	Rehm Park Master Plan Update	Every 10
<i>Jan</i>	<b>C</b>	AYSO Update	Annual
<i>Jan</i>	<b>C</b>	OPYBS Update	Annual
<i>Ann Marie</i>	<b>R</b>	2026 Performance Measure 3rd Quarter Review	Annual
<i>Jan</i>	<b>R</b>	Festival Theatre Update	Annual
<i>Jan/Bill</i>	<b>R</b>	Conservatory Master Plan Approval	Every 10



**November**

<i>Jan</i>		Fall Park Tour	Annual
<i>Mitch</i>	<b>B</b>	Truth in Taxation Act Hearing - During COW	Annual
<i>Mitch</i>	<b>B</b>	Budget & Appropriation Hearing - During Regular Board Meeting	Annual
<i>Maureen/Dr. Lofton</i>	<b>C</b>	Summer Camp Partnership - Dr. Eboney Lofton, D97	Annual
<i>Mitch</i>	<b>C</b>	Working Budget - Departmental Goals 2027	Annual
<i>Mitch</i>	<b>C</b>	2026 Tax Levy Ordinance	Every 5
<i>Mitch</i>	<b>C</b>	2027 Budget and Appropriation Ordinance	Annual
<i>Jan</i>	<b>C</b>	D97 IGA - Facilities (2028)	Annual
<i>Jan</i>	<b>C</b>	Credentials Certificate for the IAPD Annual Meeting	Annual
<i>Mitch</i>	<b>C</b>	2026 Tax Year Levy - Abatement Ordinances for 2019 & 2020 Bonds	Every 3
<i>Bill</i>	<b>C</b>	Tree Pruning & Removal Contract (2026)	Annual
<i>Jan/Bill</i>	<b>C</b>	Euclid Square Park Master Plan Update	Every 10
<i>Jan/Mitch</i>	<b>C</b>	Managed IT Contract (2026)	Annual
<i>Jan/Board Pres.</i>	<b>R</b>	Annual Review of Park District Attorney	Annual
<i>Mitch</i>	<b>R</b>	2026 Parks Report Card	Annual

**December**

<i>Jan/Karen</i>	<b>C</b>	Update Board Action Calendar	Annual
<i>Jan/Karen</i>	<b>C</b>	Letter to WSSRA of Appointment of Representatives	Every 5
<i>Maureen</i>	<b>C</b>	PACT Agreements	Annual
<i>Jan</i>	<b>C</b>	Comprehensive Strategic Master Plan (2029)	Every 3
<i>Karen</i>	<b>C</b>	Bi-Annual Review of Executive Session Minutes	Every 3
<i>Patti/Jan</i>	<b>C</b>	FOPCON Agreement (2028)	Every 3
<i>Ann Marie</i>	<b>C</b>	Program Guide Bid (2026)	Every 3
<i>Ann Marie</i>	<b>C</b>	IGA PDOP/OPPL - Passes for Checkout (2027)	Every 3
<i>Bill</i>	<b>C</b>	PACT Facility Use Agreement for Festival Theatre (2028)	Annual
<i>Bill</i>	<b>C</b>	District Cleaning Contract (2026)	Annual
<i>Paula</i>	<b>C</b>	Personnel Policy Manual Update	Annual
<i>Jan</i>	<b>C</b>	Administrative and Board Policy Manual Update	Annual
<i>Paula</i>	<b>C</b>	Safety Manual Update	Annual
<i>Jan</i>	<b>C</b>	Crisis Management Plan Update	Annual
<i>Maureen</i>	<b>R</b>	Senior Citizens Center of Oak Park & River Forest (SCCOPRF) Update	Annual
<i>Bill</i>	<b>R</b>	PDOP Climate Action Plan Update	Annual
<i>Bill/Jan</i>	<b>R</b>	Rehm Park Master Plan Approval	Annual
<i>Jan</i>	<b>R</b>	Comprehensive Strategic Master Plan Update	Annual



# PARK DISTRICT of OAK PARK

218 Madison Street  
Oak Park, IL 60302  
Phone: 708.725.2000  
Fax: 708.725.2301  
[www.pdop.org](http://www.pdop.org)

Marianne Birko, Executive Director  
WSSRA Board of Directors  
2915 Maple Street  
Franklin Park, IL 60131

Dear WSSRA Executive Director:

At the December 18, 2025, Regular Board Meeting, the governing board of the Park District of Oak Park made the following appointments to the WSSRA Board of Directors.

Regular Representative: Jan Arnold, Executive Director  
PDOP, 218 Madison St., Oak Park, IL 60302  
312-259-7359 cell, 708-725-2020 work  
[Jan.Arnold@pdop.org](mailto:Jan.Arnold@pdop.org)

Alternate: Jake Worley-Hood, Park Board Commissioner  
PDOP, 218 Madison St., Oak Park, IL 60302  
312-961-6006 cell  
[Jake.Worley-Hood@pdop.org](mailto:Jake.Worley-Hood@pdop.org)

It is the understanding of this Park District that the role of the representative, regular or alternate, as a voting member of the WSSRA Board is to set policy and authorize the expenditure of funds contributed by association members. The Park District also agrees that actions taken by the WSSRA Board are binding upon the district, as if they were taken by the District.

In accordance with the Amended and Restated Articles of Agreement of WSSRA, these appointments are effective for a period of one year, until **December 31, 2026**.

Sincerely,

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Kassie Porreca  
President of the Park District Board of Commissioners





# Memo

**To:** Chris Wollmuth, Chair, Administration and Finance Committee  
Board of Park Commissioners

**From:** Jan Arnold, Executive Director

**Date:** December 12, 2025

**Re:** Bi-Annual Review of Closed Session Minutes



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## Statement

In accordance with the Open Meetings Act, the Board is required to review closed session minutes semi-annually to determine whether the need for confidentiality still exists as to all or parts of the minutes. The review includes all closed session minutes that have not previously been released for public inspection.

Minutes, or portions of minutes, will be made available for public inspection if the Board determines that confidential treatment is no longer required. It is again time for the Board to review closed session minutes.

## Discussion

The Board Secretary, Executive Director, and General Counsel have reviewed the closed session minutes previously not released for August 21, 2014, September 25, 2014, June 18, 2024, August 15, 2024, and September 19, 2024 and new closed session minutes since the last review for February 20, 2025, and March 6, 2025. They have determined that the need for confidentiality still exists for the minutes of August 21, 2014 and September 25, 2014.

## Conclusion

The Administration and Finance Committee recommends that the Park Board continue to hold the identified closed session minutes.



# Memo

**To:** Chris Wollmuth, Chair, Administration and Finance Committee  
Board of Park Commissioners

**From:** Paula Bickel, Director of Human Resources and Risk Management  
Jan Arnold, Executive Director

**Date:** December 12, 2025

**Re:** Personnel Policy Manual Review



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## Statement

The Park District of Oak Park believes that a comprehensive Personnel Policy Manual is helpful to educating staff to both their rights and responsibilities. Every year the Park District reviews the Personnel Policy Manual to make changes that include best practices, legal, and legislative changes.

## Discussion

As part of the CAPRA Award application and keeping in line with good practices, the Personnel Policy Manual must be reviewed on an annual basis. This year staff reviewed the manual and has made legal language requirement changes as well as the following:

### **POL.P.02.01 Classifications, Definitions, and Status of Employees**

- Updated full-time hours to reflect employees working at least 40 hours per week.

### **POL.P.04.02 Vacation Leave**

- Updated vacation accrual rates to align with full-time employees working 40 hours per week.

### **POL.P.04.19 Family Neonatal Intensive Care Leave Act**

- Added this new policy based on law.

### **POL.P.05.04 Insurance & Flexible Spending Account Plan**

- Added Voluntary Retirement Plan language through ICMA. The District already provides this benefit option.

### **POL.P.06.21 Social Media Policy**

- Added language that employees are permitted to share posts from any PDOP managed social media account to their personal account. E.g. job postings, promotions.

## **Conclusion**

The Administrative and Finance Committee recommends that the Board approved the attached updated Personnel Policy Manual.

*Attachment: Personnel Policy Manual updated December 2025*



# Memo

**To:** Chris Wollmuth, Chair, Administration and Finance Committee  
Board of Park Commissioners

**From:** Paula Bickel, Director of Human Resources and Risk Management

**Cc:** Jan Arnold, Executive Director

**Date:** December 12, 2025

**Re:** Administrative and Board Manual Review



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## Statement

The Park District of Oak Park is committed to excellence and one of those components is the creation and implementation of an Administration Policy. Therefore, it is imperative for staff to understand their respective responsibilities in their positions and to use the Administration Policy Manual as a tool and for the Park Board to have its own tool, the Board Manual. Every year the Park District reviews the Administration Policy Manual and the Board Manual to make changes that include best practices, legal, and legislative changes.

## Discussion

As part of the CAPRA Award application and keeping in line with good practices, the Administration Policy Manual and Board Policy Manual must be reviewed on an annual basis. This year staff reviewed the manuals and has made legal language requirement changes in the Administration Policy Manual as well as the following:

### **POL.A.02.04 Volunteers**

- Updated timeframe to every three years for conducting background checks.

### **POL.A.03.01 Park & Recreation Comprehensive Strategic Master Plan**

- Renamed from Comprehensive Master Plan (CMP) to Comprehensive Strategic Mast Plan (CSMP).

### **POL.A.04.06 Procurement Policy**

- Increased the competitive bidding threshold for supplies and materials to \$60,000 as signed into law.

### **IPM Policy**

- Updated language to align with OSHA compliance and EPA Worker Protection Standard. Added additional detailed signage, public notification protocols and sustainability and continuous improvement section added.



**Rules and Regulations governing Uses of the Park Facilities**

- 7.11 Added language regarding prohibited items in all Parks to include temporary walls and shopping carts.
- 7.23 Removed language about drugs not therapeutically administered and added cannabis as prohibited in any Park Facility.

**POL.A.07.02 Fees and Charges Policy**

- Updated cost recover chart to align with new cost recovery pricing.

**POL.A.07.03 Financial Assistance**

- Updated Tier 1, Tier 2 and Tier 3 annual income thresholds.

**POL.A.07.05 Refunds**

- Updated the service fee to \$5.00 for all other programs.

Staff also made updates to title changes.

**Conclusion**

The Administration and Finance Committee recommend that the Board approved the attached updated Administrative Policy Manual. No updates within the Board Policy Manual.

*Attachment: Administrative and Board Policy Manuals updated November 2025*



# Memo

**To:** Chris Wollmuth, Chair, Administration and Finance Committee  
Board of Park Commissioners

**From:** Ann Marie Buczek, Director of Marketing & Communication

**Cc:** Jan Arnold, Executive Director

**Date:** December 12, 2025

**Re:** Crisis Management Plan Review

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## Statement

Planning and preparedness is vital in Park District of Oak Park operations. Furthermore, it is critical for Park District of Oak Park employees to understand their respective roles in the event of a crisis. Every year the Park District reviews and updates the Crisis Management & Communication Plan to ensure staff preparedness.

## Discussion

As part of the CAPRA Award application and keeping in line with good practices, the Crisis Management & Communication Plan must be reviewed on an annual basis. This manual has been reviewed by staff and updates to staff job titles as well as contact information for PDRMA have been made. No material changes were made from the previous year when the Crisis Communication Plan was last reviewed.

## Conclusion

The Administration and Finance Committee recommends that the Board approve the attached Crisis Management & Communication Plan.

*Attachment: Crisis Management & Communication Plan Updated December 2025*



# Memo

**To:** Chris Wollmuth, Chair, Administration and Finance Committee  
Board of Park Commissioners

**From:** Paula Bickel, Director of Human Resources and Risk Management

**Cc:** Jan Arnold, Executive Director

**Date:** December 12, 2025

**Re:** Safety Manual Review



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## Statement

The Park District of Oak Park believes that a comprehensive Safety Policy Manual is helpful to educating staff to both their rights and responsibilities. Every year the Park District reviews the Safety Policy Manual to make changes that include best practices, legal, and legislative changes.

## Discussion

As part of the CAPRA Award application and keeping in line with good practices, the Safety Policy Manual must be reviewed on an annual basis. This year staff reviewed the manual and has made legal language requirement changes as well as the following:

### **POL.S.01.07 Employee Right-to-Know**

- Updated language from PDRMA including removing MSDS (Material Safety Data Sheets) language to SDS (Safety Data Sheets)

### **POL.S.02.02 General Safety Rules**

- Added information that staff may need to provide written medical evidence when taking legal drugs that will not adversely affect their decision-making or physical ability

### **POL.S.04.05 Facility Access**

- Updated language to include that copies of keys may only be made by a designated personnel member as determined by the Executive Director

### **POL.S.07.02 Driver Qualification Guidelines**

- Added language that driver's must report all moving violations to Human Resources immediately.

## Recommendation

The Administration and Finance Committee recommend that the Board approve the attached updated Safety Manual.

*Attachment: Safety Manual updated November 2025*

**Park District of Oak Park**

218 Madison Street ▪ Oak Park, Illinois 60302 ▪ phone: (708) 725-2000 ▪ fax: (708) 725-2301 ▪ [www.pdop.org](http://www.pdop.org)



# PARK DISTRICT of OAK PARK

## MEMO

**To:** Chris Wollmuth, Chair, Administration and Finance Committee  
Board of Park Commissioners

**From:** Jan Arnold, Executive Director

**Date:** December 12, 2025

**Re:** Oak Park Township & PDOP Scholarship Program Intergovernmental Agreement

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### Statement

The Park District has an established strong working relationship with the Oak Park Township and has participated in various Intergovernmental Agreements (IGA) over the years. The Park District of Oak Park (PDOP) annually applies for program funding from the Township to help support the Financial Assistance program for the youth residing in Oak Park.

### Discussion

The Township Manager, Evan Michel, contacted me to see if the PDOP would be interested in engaging in an IGA for the scholarship program to document our partnership similar to our IGAs with other government agencies collaborations.

Scott Skelueich is the manager for all Park District of Oak Park Financial Assistance and serves to the point of contact with the Township. In conversations with the Township, we agreed that PDOP would provide an annual update to the Oak Park Township Board like the report that is provided to the Park District Board in January. It is anticipated that the report will take place annually in February.

### Conclusion

The Administration and Finance Committee recommends that the Park Board approve the Intergovernmental Agreement with Oak Park Township for the Park District of Oak Park Scholarship Program for one year commencing on January 1, 2026, and extending through December 31, 2026.

Attachment: Oak Park Township and Park District of Oak Park Scholarship Program IGA

## **INTERGOVERNMENTAL AGREEMENT**

### **OAK PARK TOWNSHIP AND PARK DISTRICT OF OAK PARK SCHOLARSHIP PROGRAM**

This Intergovernmental Agreement ("Agreement") is entered into by and between Oak Park Township, an Illinois unit of local government ("Township"), and the Park District of Oak Park, an Illinois park district organized and existing under the Park District Code ("District"). The Township and District may be referred to herein collectively as the "Parties" and individually as a "Party."

#### **RECITALS**

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., authorize units of local government to contract and otherwise associate among themselves to exercise, combine, or transfer any power or function not prohibited by law;

WHEREAS, since at least 2014, the Township, through its Youth and Family Services Committee (YFS), has provided annual financial support to the District's Scholarship Program to ensure equitable access for youth to recreation, enrichment, and wellness programs;

WHEREAS, annual Township funding has historically ranged from Eight Thousand Dollars (\$8,000) to Ten Thousand Dollars (\$10,000), directed exclusively toward scholarships for eligible youth participants in Park District programs;

WHEREAS, the Scholarship Program has supported participation in a wide range of offerings, including but not limited to: Gymnastics, Pool Passes, Basketball, Soccer, Figure Skating, Hockey, Swim Lessons, Arts, Dance, Camps, and Special Events/Activities;

WHEREAS, the District's staff has demonstrated a consistent record of timely reporting, compliance, and coordination with Township staff and YFS Committee members, reflecting the strong partnership between the two agencies;

WHEREAS, both Parties recognize the increasing costs of programming and the growing financial needs of families within the community, and wish to continue and expand their cooperative efforts to promote equitable access to recreation and enrichment opportunities;

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

## **ARTICLE I. PURPOSE AND SCOPE**

**1.1 Purpose.** The purpose of this Agreement is to memorialize the ongoing partnership between the Township and the District to provide scholarship funding for youth participation in Park District programs and to establish procedures for administration, reporting, and oversight of these funds.

**1.2 Scope.** Township funding shall be used exclusively for the Scholarship Program for Oak Park youth participants meeting the District's income-based eligibility guidelines and shall not be reallocated for general operations or non-scholarship expenses.

## **ARTICLE II. PROGRAM ADMINISTRATION**

**2.1 Township Role.** The Township shall:

- Serve as a funding partner for the Scholarship Program, as appropriated annually by the Township Board;
- Administer the agreement through the Youth and Family Services Department; and
- Monitor the use of funds through review of reports.

**2.2 District Role.** The District shall:

- Administer the Scholarship Program through its Registration and Customer Support Division;
- Verify eligibility, manage registrations, and disburse scholarship funds;
- Maintain all records necessary to document scholarship awards and program participation; and
- Cooperate fully with Township staff and Committee representatives regarding reporting and evaluation.

## **ARTICLE III. FUNDING**

**3.1 Annual Allocation.** The Township shall provide annual funding to the District in an amount mutually agreed upon each fiscal year, typically ranging between Eight Thousand Dollars (\$8,000) and Ten Thousand Dollars (\$10,000).

**3.2 Payment Schedule.** Payment shall be made within thirty (30) days of execution of this Agreement or upon submission of a written funding request and proposed scholarship plan for the program year, whichever occurs later.

**3.3 Use of Funds.** Funds provided by the Township shall be used solely for scholarships to offset program fees for eligible participants. No portion of Township funds shall be used for District administrative costs, staff salaries, or unrelated program expenses.

**3.4 Unexpended Funds.** Any unspent Township funds shall be returned to the Township within sixty (60) days following the close of the program year, unless otherwise authorized in writing for carryover.

**3.5 Right to Audit.** The Township reserves the right to inspect financial and program records pertaining to the use of Township funds, upon reasonable notice, to ensure compliance with this Agreement.

#### **ARTICLE IV. REPORTING AND COORDINATION**

**4.1 Annual Reports.** The District shall provide an Annual Scholarship Report to the Township detailing:

- The total number of scholarships awarded;
- Demographic data (without personally identifiable information);
- Program types funded;
- Total amount expended; and
- Representative success stories or impact summaries.

**4.2 Timeliness.** Reports shall be submitted no later than sixty (60) days after the conclusion of the program year.

**4.3 Meetings and Site Visits.** The District shall accommodate reasonable requests by Township staff for attendance at events, review of operations, or participation in partnership meetings.

#### **ARTICLE V. COMPLIANCE WITH LAW**

Both Parties shall comply with:

- The Park District Code, 70 ILCS 1205/1 et seq.;

- The Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.;
- All applicable state and federal laws and regulations; and
- All local ordinances, Board policies, and procedures relevant to this Agreement.

## **ARTICLE VI. INDEMNIFICATION AND INSURANCE**

**6.1 District Indemnification.** The District shall indemnify, defend, and hold harmless the Township, its officers, employees, and agents from and against any and all claims, damages, liabilities, and expenses (including reasonable attorney's fees) arising out of or related to the District's operation of the Scholarship Program or acts or omissions of its employees, contractors, or participants.

**6.2 Township Indemnification.** The Township shall indemnify and hold harmless the District, its officers, employees, and agents from any claims arising solely from the gross negligence or willful misconduct of Township employees.

**6.3 Insurance.** The District shall maintain adequate liability insurance covering Scholarship Program activities and provide proof of such insurance upon request.

## **ARTICLE VII. DATA SHARING AND CONFIDENTIALITY**

**7.1 Participant Privacy.** The District shall not share personally identifiable information of scholarship recipients with the Township.

**7.2 Aggregate Reporting.** All reports and data provided to the Township shall contain only aggregated or anonymized information in compliance with the Illinois Personal Information Protection Act and applicable privacy laws.

**7.3 Confidentiality.** Both Parties shall protect all non-public information exchanged under this Agreement and shall not disclose such information except as required by law.

## **ARTICLE VIII. RECOGNITION AND CO-BRANDING**

**8.1 Acknowledgment.** The District shall acknowledge the Township as a funding partner in printed and digital materials promoting the Scholarship Program, including websites, brochures, and press releases, where practicable.



**8.2 Logo and Branding.** The Township's name and official logo may be used in District materials related to the Scholarship Program in accordance with Township brand guidelines. The District shall provide drafts or proofs upon request for approval prior to publication.

**8.3 Event Recognition.** For scholarship-related events, media stories, or community outreach initiatives, the District shall make reasonable efforts to recognize the Township's role, such as through signage, verbal acknowledgment, or inclusion in public announcements.

## **ARTICLE IX. DISPUTE RESOLUTION**

**9.1 Negotiation.** Any dispute arising from this Agreement shall first be addressed through good-faith negotiation between the Township Manager (or designee) and the District Executive Director (or designee).

## **ARTICLE X. TERM, TERMINATION, AND AMENDMENT**

**10.1 Term.** This Agreement shall remain in effect for one (1) year from the effective date and may be renewed annually by mutual written agreement of the Parties.

**10.2 Termination Without Cause.** Either Party may terminate this Agreement upon sixty (60) days' written notice.

**10.3 Termination for Cause.** Either Party may terminate this Agreement upon thirty (30) days' written notice if the other Party materially breaches its obligations and fails to cure such breach within the notice period.

**10.4 Amendments.** This Agreement may be amended only in writing, executed by duly authorized representatives of both Parties.

**10.5 Survival.** The provisions of Articles III (Funding), VI (Indemnification and Insurance), VII (Data Sharing and Confidentiality), and VIII (Recognition and Co-Branding) shall survive termination or expiration of this Agreement.

**EXECUTION**

IN WITNESS WHEREOF, the Parties have executed this Intergovernmental Agreement by their duly authorized representatives as of the dates set forth below.

**OAK PARK TOWNSHIP**

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

Name:

Title:

Date:

**PARK DISTRICT OF OAK PARK**

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

Name:

Title:

Date:



**Executive Director's Report**

***From the desk of Jan Arnold***

**Friday, December 12, 2025**

1. **Upcoming Board Meetings** – The December Regular Board Meeting is scheduled for Thursday, December 18, 2025, at 7:30pm. The January Committee of the Whole Meeting is scheduled for Thursday, January 8, 2026, at **7:00pm**. The January Regular Board Meeting is scheduled for Thursday, January 15, 2026, at **7:00pm** (please note the change to 7:00pm for future meeting times as of January 2026). All meetings will take place at the John Hedges Administrative Center. At the end of my report, there are some events you may consider stopping by.
2. **Homeless Coalition Meeting** – The Homeless Coalition Meeting took place on Tuesday, December 9, and the following information was shared: Warming shelters open when the temperature is 5 degrees or lower for 4 or more hours, the new Anderson Shelter have 20+ beds available, Live 4 Lollie reported will have a new yellow van (no longer purple) beginning soon.
3. **Gold Medal** – The American Academy for Park and Recreation Administration (AAPRA), in partnership with the National Recreation and Park Association (NRPA), awarded the Park District of Oak Park the Gold Medal award at the NRPA conference on September 19. We are all extremely proud of this highest honor for the District as well as for the community! Check out our video: <https://youtu.be/v0OYgZFF4Lg>. The Staff Gold Medal celebration took place on Saturday, November 15 with 101 staff and family showing up to celebrate the Gold Medal win! Mike Kies, Superintendent of Recreation for St. Charles Park District and the Academy, attended the November Regular Board Meeting and presented the official Gold Medal to the Board and Park District of Oak Park.
4. **Distinguished Accreditation** – The Illinois Distinguished Accreditation review took place on September 25 at the Hedges Administrative Center. To receive accreditation, an agency must receive a score of 480, with a score of 500 being a perfect score; there is the ability to score some bonus points during the review as well. The PDOP scored 502.21, a testament to the hard work of staff's daily efforts! On Monday, November 17, at a meeting/luncheon, the Joint Distinguished and Recreation Accreditation Committee of the Illinois Association of Park Districts and the Illinois Park and Recreation Association certified the Park District of Oak Park as a prestigious Distinguished Park and Recreation Accredited Agency.
5. **2025 Risk Management Grant Award** – The Park District was notified by PDRMA on Thursday, November 20, 2025, that we had won a \$250 award for our 2025 Risk Management Grant & Recognition Program proposal we submitted on an Emergency Flipbook.
6. **Staff Committees** – The 2026-2027 Staff Committees will be announced December 1. We have five internal committees including: DEI, Safety, Wellness, Innovation, and Sustainability. Staff serve two-year terms and help advance policies and provide education session for staffs.
7. **Holiday Lights** – The PDOP holiday lights are on at Scoville Park, Taylor Park, Cheney Mansion, Pleasant Home, RCRC, and the GRC which will remain up from November 26 - March 1.

8. **Winter Parking** – As a reminder for PDOP staff to follow the Village’s odd/even parking for 2 or more inches of snow. You must park on the even numbered address side of the street on even number days (east and north sides of street) and on the odd numbered address side of the street on odd number days (west and south sides of street). Additionally, for Parks and Planning staff required to arrive early (4-6am) on snow removal days they will be allowed to park in the Village Hall parking lot on those days since they cannot park on the street per Village Ordinance until 6am.
9. **IAPD/IPRA Soaring to New Heights Conference** – The conference will run from January 29-31, 2026, at Hyatt Regency Chicago. Sandy, Ade, Chris, Jake, and Kassie will be attending from the Park Board along with 25 PDOP staff members.
10. **Outdoor Ice Rinks** – Staff will monitor the weather and make a determination on set-up for the rinks. Longfellow ice rink will go up first with the placement of the boards and the liner will be installed just before we start filling. Taylor ice rink will follow. Reminder, we need multiple freezing temperatures to freeze the subsurface about 4-6 inches prior to filling with water. Longfellow ice rink boards and liner was installed the week of December 8.
11. **Field Center Project** – The concrete contractor completed all footings and installed the vertical rebar that will be for the foundation and walls. As of November 26, the contractor was finishing the framing for the foundation walls and protecting the work from rain and snow. The actual concrete pour will take place as soon as a day with suitable temperatures occurs. Samples for acoustic divider curtains have been received by Patrick Brown. The Rammed Earth Contractor has been pushed back to arrive on site the second week of December to prepare the mock-up and start to build the rammed earth walls. The unsuitable soils will remain on site and be used for berms in the phase II of the Field Project when the old facility is demolished and the new playground and spray pad are installed. While the team continues to work at keeping the project under budget, the unforeseen disposal of 35 loads unsuitable soils has made that more difficult. Winter conditions will be required to stay on schedule. Foundation walls should be poured the week of December 15.
12. **Andersen Park Improvements** – The Andersen Project is substantially complete. The facility was opened to the public on November 15. A few remaining items need to be completed, including existing fence repairs, and the punch list completed. The contractor has some final inspections with the Village of Oak Park to complete. The Andersen Master Plan Meeting occurred on December 3, at 7pm-8:30pm at Andersen. There were approximately 15 in attendance. The updated plan will be brought to the Board in February.
13. **Cheney Mansion Geothermal Well Project** – The Geothermal Well installation part of the Cheney Geothermal Project was completed over the summer. Restoration work on the well field has been completed, as well as the removal of one tree, site grading, and installation of the paver walk. Grass seeding has been accomplished. Restoration of the garden area is being planned and will take place next spring. The Cheney Mansion Geothermal HVAC installation project went out to bid on Demand Star on September 18. A mandatory pre-bid walk through took place on September 23 and the bid opening took place on October 9 with three bids being received. The base bid included installation of all HVAC equipment necessary to heat and cool the first and third floors. An Alternate was included to install all equipment necessary to heat and cool the second floor. All Base Bids were significantly over the total project budget and were rejected. Mark Nussbaum is working on a new system and equipment design similar to the one in Pleasant Home. The Base Bid will include the first-floor system, Alternate 1 the second-floor system, and Alternate 2 for the third-floor system. Including the Alternates will improve the chances of getting at least the first-floor work completed.

Future phases can then be planned for the other floors. Mark Nussbaum is currently working on the bid specifications and is reviewing the building floor plans to accommodate new equipment.

14. **Longfellow Park Improvement** – The PDOP received a \$600,000 OSLAD for park improvements to include a new playground, splash pad, pickleball courts, etc. The project bid was scheduled to open on October 10 with the bid opening held on October 30, with five total bids received. Base bids ranged from \$1,348,202 to \$1,812,804. The apparent low bid was provided by Hacienda Landscaping. The second lowest bid was offered by Innovation, Inc. at \$1,354,463. Staff updated the Commissioners of the bids received at the November COW. The Board approved a contract with Hacienda Landscaping, Inc. at the Regular Board Meeting on November 20. Staff presented a recommendation for owner purchased equipment at the December 4 Committee of the Whole meeting.
15. **CRC Solar Project** – The Park District has entered into a contract agreement with Windfree Solar following the Park Board's approval at the Continued Board Meeting on September 4. A kick-off meeting took place with Windfree Solar, engineer, Charlie Saville, and PDOP staff on September 23. The schedule has been changed for substantial completion to take place by June 15, 2026. The Park District has also entered into an agreement with Energy Tax Savers to apply for a federal grant that could be valued at 30 to 50 percent of the total project cost if certain US equipment sourcing percentages are met. Windfree is working on a project schedule and starting design process. Windfree Solar representatives met staff on site on November to determine a few options to lay out the canopies and determine equipment locations inside the facility. Staff have engaged Energy Tax Savers to work on grant funding for the solar project. They are doing the same for the Cheney Geothermal Project.
16. **Rehm Pool Project** – The Park District hired Perkins & Will (PW) to complete a Rehm Pool Master plan in 2023. We received the IDPH permit on November 7 and notified the project team as soon as we received it. The project is now substantially complete. Recent work included installation of decorative railings between the main and the activity pool and underneath the slides. The pool painting was finished, and the pool was filled on October 21. On October 22, the slides manufacturer, Vortex, had representatives on site to inspect the slides, the installation, and function. A full report will be provided to the PDOP by Vortex, but overall, the slides tested well. On October 28, the Illinois Department of public Health inspector was on-site to perform a final inspection to approve the permit to operate the pool in 2026. The new electric furnaces performed extremely well in the cold temperatures. Overall, the inspection went well, with a few items to be corrected; the PDOP and the contractor are waiting on the full report. On October 29, engineers from Counsilmen-Hunsacker and Perkins and Will were on-site to develop the final punch list and have now issued a comprehensive punch-list incorporating IDPH and their items. The contractor has begun work to resolve these issues. The contractor and staff completed winterization work on the new pool on November 14 and have created a Winterization Procedure. Final punch list is being worked through by the contractor.
17. **Food Drive** – The PDOP has food boxes at GRC, RCRC, CRC and 218 Madison for staff and community collection. Staff are dropping off food to be Beyond Hunger each week. We will keep the boxes available for donations through the holidays.

#### **Calendar of Events**

Now through December 15 – Winter Greens Market, Oak Park Conservatory, 10am-4pm

December 6-31 – Poinsettia Sale, Oak Park Conservatory



December 14 – Holiday HIITs, CRC, 9am

December 18 – Holiday Open House, Cheney Mansion and Pleasant Home, 3-8pm

**December 18 – Regular Board Meeting, Hedges Administrative Center, 7:30pm**



DECEMBER 2025

# Updates & Information

## **BUSINESS OPERATIONS**

### **Finance**

#### **Mitch Bowlin, Director of Business Operations**

- Finance staff are preparing for the 2025 audit.
- Finance staff are reviewing 2025 W-2s, 1095s, 1099s, and 1098s to ensure the District meets all of its tax reporting requirements for the end of the fiscal year.
- All tax and budget ordinances for fiscal year 2026 have been filed with Cook County.
- Finance staff are preparing the District's submission for the 2026 GFOA Distinguished Budget Presentation award.
- Second installment tax bills have been sent out by the county with a due date of December 15, 2025. The District has not yet received tax funds from the county but expects a large portion to come quickly after the due date since a large portion of taxes in Oak Park are paid via escrow.
- The District's debt service payments have been completed for 2025.

### **Marketing & Communications**

#### **Ann Marie Buczek, Director of Marketing & Community Engagement**

- Creative design for a postcard to expand ice rink usage outside of Oak Park has begun.
- Launched advertising on Patch (a digital news outlet) to support Conservatory Plant Markets.
- Conducted six focus groups with Park District participants to gather feedback on the Program Guide redesign and aid in the website redesign.
- Hosted an introductory meeting with website vendor to discuss ADA-accessible website redesign.
- Commenced interviewing candidates to fill the Social Media Specialist position.
- Welcomed Cara Bryan to serve as the District's new Data Insights Analyst.
- Continued development of the Summer Camp and Spring/Summer Program Guide.
- Launched [Cheney Mansion](#) and [CRC](#) virtual tours on our website.
- Finalized categories for IPRA's Agency Showcase Award submissions (IPRA's Communications & Marketing Awards).

### **Guest Services**

#### **Scott Sekulich, Registration and Customer Support Manager**

- One additional financial assistance application was approved.
- \$5,380 in scholarships were used in November.
- 18 dog park memberships were purchased/renewed in the month of November with two which were non-residents.

### **Human Resources**

#### **Paula Bickel, Director of Human Resources & Risk Management**

- Actively recruiting for a full-time Program Supervisor – Skating, Facility Operations Supervisor, Risk Manager, and General Maintenance Worker.
- Hired Jophelia Boston as the Account Assistant.

- Trained new and rehired staff members in New Hire Orientation, Customer Service, First Aid, and CPR/AED.
- Offered Diversity Awareness and Ableism training to all staff members.
- Completed Health Insurance Open Enrollment for full-time staff members.
- Safety Action Committee members attended PDRMA's Risk Management Institute.
- Coordinated external trainer to teach all staff on Disability Awareness, Ableism.
- Conducted Benefit Orientation Sessions with newly hired full-time staff.
- Continued working on upgrading camera systems.
- HR staff attended Manager's Meeting, Wellness Committee meeting, DEI Committee meeting, Career Pathways Committee meeting and Safety Action Committee.
- PDRMA awarded our District a safety grant for the creation of the Emergency Response Flipbook.
- Kicked off Annual Performance Evaluation Process for full-time staff.
- Celebrated the volunteers at the Conservatory for their dedication and support to all things PDOP.

## **PARKS AND PROPERTIES**

### **Maintenance & Operations**

#### **Bill Hamilton, Superintendent Properties & Planning**

- Congratulations to Nelson Acevedo who attended training and earned his Certified Playground Safety Inspector certification in November.
- Travis Stephens and Nelson Acevedo led our annual Snow Operations Training with the maintenance team on November 6 which was good timing with the sizable snow events on consecutive weekends at the end of November and beginning of December.
- All facility, pools, irrigation systems, and water fountains were fully winterized in November.
- Staff held a kick-off meeting with Maintain X (new maintenance management software system) on December 11 to set up next steps and prepare for the installation process to begin in January.
- Staff are working with Mark Nussbaum to prepare new specifications for Cheney Geothermal HVAC Equipment bid to go out at the end of December.
- The Rehm Pool project is continuing towards closeout. Crossroads Construction has performed many of the punch list items and corrected many of the issues that were highlighted on the IDPH inspection. Once all issues are resolved, proof will be sent to IDPH, and we should then get approval for operation for the 2026 season.
- An upgrade to the sound and PA system at Ridgeland has been ordered and will be in place by the end of the year.
- Staff began the process of setting up the Longfellow ice arena the week of December 1.
- The Holiday lights have been put up in the parks.
- Two new custodial staff have been hired.
- AED's have been removed for the winter season.
- The furniture at GRC has begun to be reupholstered.
- The stove at Cheney Mansion has received a deep cleaning.
- The Maple fence has been repaired from vehicle damage.
- Preparations have begun for the Holiday Ice Show at RCRC.
- New LED color changing programmable lights have been installed on the front exterior of RCRC.

#### **PACT**

- Invoices for fall 2025 session have been sent out.



- The one-year and three-year agreements have been signed by most current PACT groups and have been provided to the Board for approval.
- The call for Spring/Summer 2026 field requests has gone out on December 1 with a due date of December 31.

## **Historic Properties**

### **Susan Crane, Historical Properties & Special Events Manager**

#### **Cheney Mansion**

- November winds down private events as we prepare Cheney for a full slate of events in December. Two fundraisers were hosted—WSSRA's annual Falling for Our Stars Fundraiser and new this year, the Imagine Foundation held a fundraiser at Cheney for Oak Park River Forest High School. Both were well attended and considered a success for both organizations, and always a great showing in Cheney.
- Programming was popular in November as another session of our Monday night Dance kicked off with participants. Anfora was also on-site just before Thanksgiving for a wine tasting, hosting about 25 participants, and our Adult Cooking Class featured a First Nations instruction and meal. We kicked off our holiday event season with a holiday wreath-making class. Finally, we offered a new family program centered around Winnie the Pooh with themed activities, crafts and food. Very well received which we will look to do again next year.
- We ended the month with staff decorating the full house in preparation for our holiday events. We do have a free evening for the public to come see the decorations on Thursday, December 18, from 3-8pm.
- Current wedding rentals booked for 2026 have reached budgeted numbers, barring any cancellations as we move into 2026. Smaller rental numbers will continue to build into 2026 as these book closer to dates.

#### **Pleasant Home**

- Pleasant Home was very busy in November with private rentals throughout the month. From a corporate rental, dance company recital, and a 70<sup>th</sup> Birthday Celebration. Oak Park Festival Theater also held its second day of Auditions for its summer production at Austin Gardens.
- Programming was very strong with a new Wicked-themed family event held just in time for the premiere of the new movie complete with a visit from Elphaba; the afternoon was a great time for all.
- Holiday events were launched with a holiday candle making event that was very popular with 38 participants and at the end of the month we hosted our annual Charlie Brown Christmas Brunch in partnership with Fitzgerald's Nightclub. Our first seating was at capacity and our second was just about at capacity. We also received our first big snow, so it was pretty magical with a live Jazz Trio.
- The staff decorated and prepped the house for the holidays and the holiday events and there will be a decent led free evening for patrons to come and enjoy the decorations on Wednesday, December 18 from 3-8pm.

#### **Community Events**

- We ended the free Community Event calendar year with the annual Pumpkin Smash on Sunday, November 1 at Barrie Park. We had about 200 attendees tossing and composting pumpkins in our large dumpster and we were able to compost 2.9 tons of pumpkins, just about the same

amount as last year. We will look to the New Year and what Winter brings to determine when Winter Fest will pop up.

### **Oak Park Conservatory**

#### **Patti Staley, Director of Horticulture and Conservatory Operations**

- The Conservatory welcomed 1,959 visitors in November.
- Plant Help Desk received nine requests for plant help.
- During September, there were seven rentals, four photo shoots, and three children's birthday parties.
- Storytime had 29 participants.
- Toddler Exploration Time had 39 participants.
- Winter Greens Market kicked off with a Holiday Open House. The Winter Greens Porch Pots Workshop had 45 participants.
- Houseplant Pest Management free lecture was held with 52 registered participants.
- Supplemental native seeding was completed at Taylor Fen and Field natural areas.

### **RECREATION**

#### **Ridgeland Common Recreation Complex**

##### **Mike Baiardo, Superintendent of Special Facilities**

###### **Ice Arena**

- The Ice Arena is hosting Skate with Santa on December 19. Staff will be providing the event for families with Santa on the ice and crafts in the activity room and activities throughout the building.
- The Figure Skating classes, Synchro teams, and some solo performers will be showcasing their talent at the 2025 Holiday Exhibition, to be hosted on December 13, 2025, from 1:15-3:15pm.
- Staff will be hosting an Ice Bears Mite Level Jamboree for a maximum of 48 hockey players; staff are expecting about 32 athletes with four teams of about eight in this 3 vs 3 tournament.
- Ice Bears will have their annual holiday party on December 27 where the teams get an hour and half on the ice with a pizza party and pot luck.
- Synchro teams will have their annual holiday party on December 13 in between rehearsals and performances of the Holiday Exhibition.

###### **Guest Services**

- Keely Garbacz, Guest Services Supervisor passed her CPRP early November.
- Cash handling manual was updated and being used to train skate shop staff. This is new manual created by staff that was used to train Customer Service and Pool Cashiers. Now skate shop cashiers will be training in December.
- Guest Services welcomed back two staff, Jill Kammerer and Susan Hynes.
- Interviews have started for Summer Aquatics Cashiers with so far almost half expected to be returners.

## **Gymnastics & Recreation Center**

### **Keith Kerrigan, Program & Operations Manager**

- Our girls' competitive gymnastics team ran a practice meet at the GRC on November 1, and our boys' team on November 22, to prepare for the coming competitive season.
- No gymnastics classes were held from November 26-30 for Thanksgiving Week, and the GRC was closed entirely on November 27-28. Instead, the GRC ran six drop-in programs during the week, which saw a total of 314 registrations.
- Additionally, the GRC held its Ninja Challenge event on November 30. There were three timeslots, which altogether had a total of 141 ninjas registered.

## **General Recreation**

### **Joe Lilly, Program Manager**

#### **Afterschool/Teens**

- Mid-year surveys are going out to parents.
- Registration for the 2026/27 school year will be opening next month.
- Current families will continue to receive priority registration prior to registration opening to the public.
- Azucena Gama was recently promoted to the Program Coordinator for Afterschool/Teens.

#### **Arts/Active Adults**

- Nutcracker musical is taking place on December 13.
- Lifelong Learning Members have hit an all-time high with 484 members.
- Registration has changed for 2026 allowing for a better experience for our participants.

#### **Nature/Adventure**

- Archery classes have seen an increase in interest recently.
- Nature Center hours have done well with over 250 people attending in 2025.

#### **Early Childhood**

- Busy Bees and butterflies at Austin Gardens have run consistently this fall with full enrollment.
- Registration for the 2026/27 school year will be opening next month.
- Current resident families will continue to receive priority registration prior to registration opening to the public.
- Indoor Playground is open for the season and has seen an increase in members since the recent snow.

#### **Camps**

- Winter Break camps will take place from Dec 22 - Jan 2.
- Summer camp hiring has begun.
- A Winter Break Group interview is planned.

## **Community Recreation Center**

### **Chad Drufke, Program Manager**

#### **CRC**

- As of December 8, we have 5,900 paid monthly CRC memberships. We also have 3,612 free track memberships and 822 free afterschool memberships. In total, we have 10,344 CRC memberships free or paid.

- The CRC will have a holiday break open gym schedule starting December 22 and running through January 4.
- The CRC afterschool program for the month of November averaged 73 participants per day which is up 6 participants per day from October.

**Sports/Martial Arts/Facility Attendants**

- The upcoming 2026 grade 3-8 basketball league will have its players draft as well as a coaches training on Saturday, December 13. We currently have 402 youth registered for the league.
- Staff reserved outdoor field space for spring and summer 2026 sports programming.
- Karate and taekwondo year-end belt testing will take place in December. We wish all the students who will be taking the test, good luck in advancing to a higher belt rank.

# Memo

**To:** Chris Wollmuth, Chair, Administration and Finance Committee  
Board of Park Commissioners

**From:** Arlene Pedraza, Accounting Manager

**Cc:** Jan Arnold, Executive Director  
Mitch Bowlin, Director of Business Operations

**Date:** December 11, 2025

**Re:** November 2025 Revenue Expense Report

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## Statement

Attached with this memo are the Revenue and Expense summary charts and reports. The 2025 Budget vs Actual chart shows total year-to-date (YTD) operating revenues, expenses, and net income compared to the YTD Budget. The Month Actual - 3 Year Comparison chart compares the month's actuals against the actuals for November 2023 and November 2024.

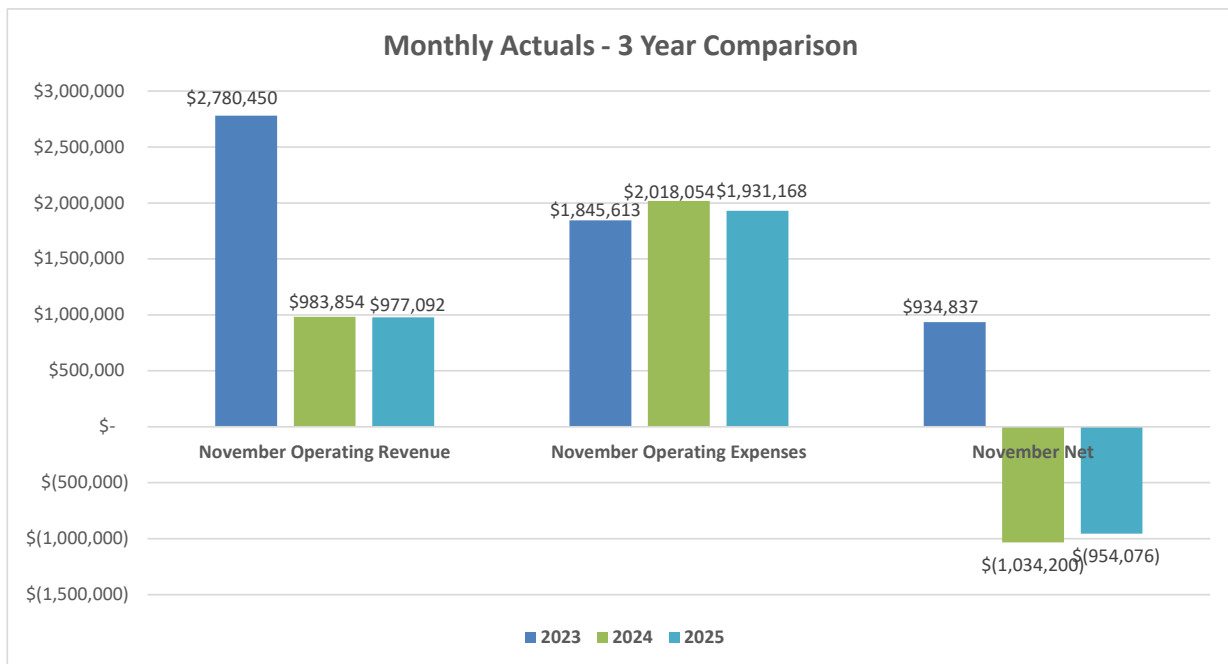
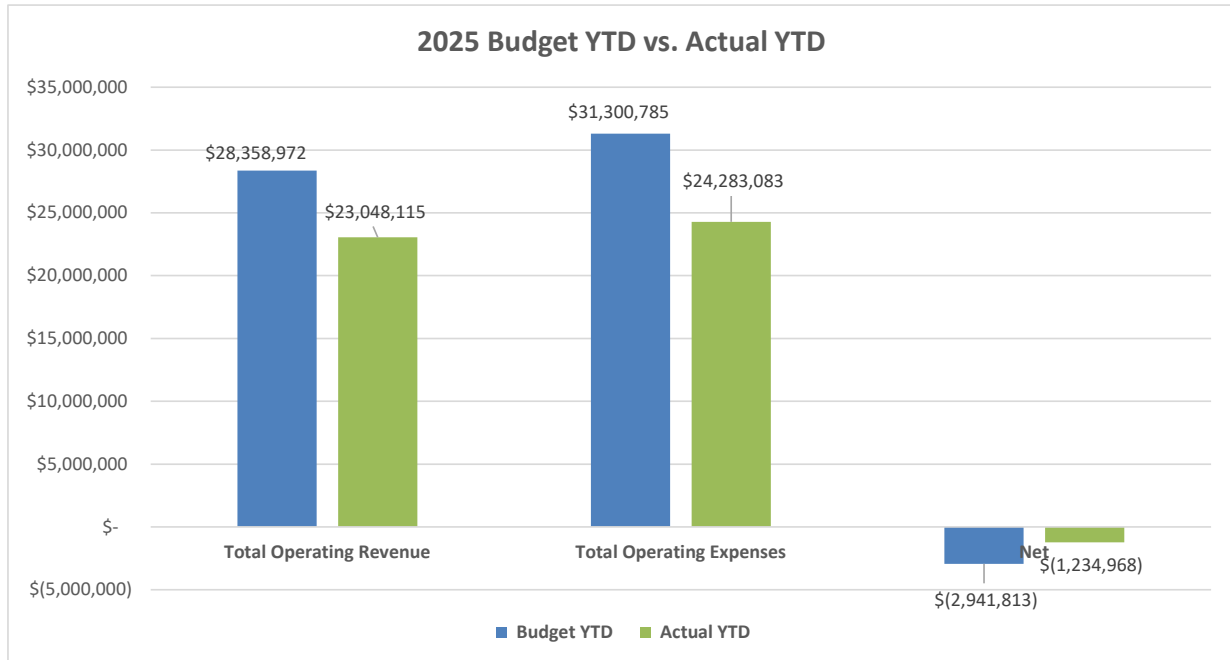
Overall operating revenues are under YTD budget expectations by 19%, due primarily to Cook County's delay in sending out the second installment property tax bills. Property tax revenues will begin to be distributed soon, as the County mailed the fall property bills, and they are due December 15. Staff are comfortable with existing fund balances from a cash flow perspective. Program revenue is 4% below YTD budget due primarily to low numbers in adult tennis, adult sports leagues, youth and adult hockey, preschool gymnastics, and gymnastics camps. Staff continues reviewing expense lines that may be reduced in order to offset the program revenue losses if those losses will not be able to be made up prior to year end.

Operating expenses are under YTD budget by 22%. Expenses in most subclasses continue to be under budget, with the variance primarily in materials and supplies and the Capital Projects Fund due to delays with projects with the Field Center replacement and Taylor Park electrical relocation. Utility expense remains over budget due to ComEd bills from 2024 which were received after the date on which the District could accrue them back to the previous fiscal year. Wages and benefits remain below YTD budget due to vacant positions throughout the year.

As a reminder there were some significant changes to the fund structure for the 2025 Budget. Full Time Special Facilities Maintenance employees are now coded under Parks and Planning in the Corporate Fund, all CRC activity was moved to the Special Facilities Fund, fitness programming is now reported under General Recreation, and the Corporate fund has a monthly transfer to the Capital Fund.

*Attached: November 2025 Revenue/Expense Report*

## Revenue and Expense Summary Charts - November 2025





<b>Net</b>	\$	22,021	\$	22,021	\$	(5,958)	\$	150,707	\$	200,476
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# November 2025 Summarized Revenue Expense Report



## PARK DISTRICT of OAK PARK

		November-25	Budget YTD	Actual YTD	Prior YTD
<b><u>Operating Funds</u></b>					
<b>Corporate Fund</b>					
<b>10-00- Administration</b>					
	Revenue	\$50,732	\$6,615,518	\$4,399,864	\$7,146,433
	Expense	(\$245,266)	(\$3,789,634)	(\$3,298,647)	(\$2,539,901)
	Net	(\$194,534)	\$2,825,885	\$1,101,217	\$4,606,532
<b>10-35- Conservatory</b>					
	Revenue	\$28,517	\$173,344	\$173,138	\$156,309
	Expense	(\$48,241)	(\$456,788)	(\$419,012)	(\$371,217)
	Net	(\$19,723)	(\$283,444)	(\$245,874)	(\$214,909)
<b>10-50- Parks and Planning</b>					
	Revenue	\$81,251	\$247,657	\$310,927	\$156,328
	Expense	(\$233,418)	(\$3,313,831)	(\$2,782,834)	(\$2,581,619)
	Net	(\$152,166)	(\$3,066,175)	(\$2,471,907)	(\$2,425,291)
<b>Total Corporate</b>					
	Revenue	\$160,501	\$7,036,519	\$4,883,929	\$7,459,069
	Expense	(\$526,924)	(\$7,560,253)	(\$6,500,494)	(\$5,492,737)
	Net	(\$366,424)	(\$523,734)	(\$1,616,565)	\$1,966,332
<b>IMRF Fund</b>					
<b>15-00-</b>					
	Revenue	\$0	\$208,663	\$111,325	\$169,993
	Expense	(\$14,974)	(\$229,440)	(\$193,710)	(\$178,242)
	Net	(\$14,974)	(\$20,777)	(\$82,385)	(\$8,250)
<b>Liability Fund</b>					
<b>16-00-</b>					
	Revenue	\$0	\$423,459	\$224,208	\$327,171
	Expense	(\$6,076)	(\$480,121)	(\$333,924)	(\$236,187)
	Net	(\$6,076)	(\$56,663)	(\$109,716)	\$90,984
<b>Audit Fund</b>					
<b>17-00-</b>					
	Revenue	\$0	\$18,953	\$10,112	\$31,193
	Expense	\$0	(\$24,900)	(\$23,760)	(\$21,310)
	Net	\$0	(\$5,947)	(\$13,648)	\$9,883
<b>Recreation Fund</b>					
<b>20-00- Administration</b>					
	Revenues	\$261	\$5,194,759	\$2,777,628	\$5,091,359
	Expense	(\$356,744)	(\$4,469,334)	(\$4,488,591)	(\$5,172,057)
	Net	(\$356,483)	\$725,425	(\$1,710,962)	(\$80,698)



# November 2025 Summarized Revenue Expense Report



## **PARK DISTRICT** of OAK PARK

	<u>November-25</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Prior YTD</u>
<b>20-05- Communications</b>				
Revenue	\$7,714	\$62,100	\$72,911	\$59,928
Expense	(\$35,957)	(\$568,609)	(\$438,478)	(\$445,838)
Net	(\$28,243)	(\$506,509)	(\$365,567)	(\$385,910)
<b>20-51- Customer Service</b>				
Revenues	\$0	\$0	\$0	\$0
Expense	(\$27,309)	(\$380,002)	(\$326,763)	(\$360,130)
Net	(\$27,309)	(\$380,002)	(\$326,763)	(\$360,130)
<b>20-25- Fitness</b>				
Revenue	\$0	\$0	\$0	\$258,596
Expense	\$0	\$0	\$0	(\$148,228)
Net	\$0	\$0	\$0	\$110,368
<b>20-26- Youth Athletics</b>				
Revenue	\$18,703	\$1,258,646	\$1,253,630	\$1,144,183
Expense	(\$8,566)	(\$738,630)	(\$592,096)	(\$646,191)
Net	\$10,137	\$520,016	\$661,533	\$497,992
<b>20-27- Adult Athletics</b>				
Revenue	\$1,680	\$181,928	\$146,511	\$1,154,513
Expense	(\$4,059)	(\$77,410)	(\$54,302)	(\$52,841)
Net	(\$2,379)	\$104,519	\$92,208	\$101,671
<b>20-28- CRC</b>				
Revenue	\$0	\$0	\$0	\$1,341,483
Expense	\$0	\$0	\$0	(\$450,105)
Net	\$0	\$0	\$0	\$891,378
<b>20-61- Community Programs</b>				
Revenue	\$129,710	\$2,638,978	\$2,557,613	\$2,204,198
Expense	(\$70,865)	(\$1,580,074)	(\$1,203,363)	(\$1,243,505)
Net	\$58,845	\$1,058,904	\$1,354,250	\$960,693
<b>20-62- Fine Arts</b>				
Revenue	\$7,878	\$757,225	\$707,440	\$682,751
Expense	(\$9,261)	(\$352,754)	(\$277,704)	(\$311,826)
Net	(\$1,383)	\$404,472	\$429,735	\$370,925

# November 2025 Summarized Revenue Expense Report



## **PARK DISTRICT** **of OAK PARK**

		<b>November-25</b>	<b>Budget YTD</b>	<b>Actual YTD</b>	<b>Prior YTD</b>
<b>20-63- Early Childhood</b>					
	Revenue	\$17,629	\$226,422	\$225,555	\$258,496
	Expense	(\$11,838)	(\$127,269)	(\$106,949)	(\$159,523)
	Net	\$5,791	\$99,152	\$118,606	\$98,972
<b>Total Recreation</b>					
	Revenue	\$183,575	\$10,320,059	\$7,741,287	\$11,195,507
	Expense	(\$524,598)	(\$8,294,082)	(\$7,488,246)	(\$8,990,246)
	Net	(\$341,023)	\$2,025,977	\$253,041	\$2,205,261
<b>Museum Fund</b>					
<b>21-00-</b>					
	Revenue	\$0	\$34,740	\$19,365	\$71,463
	Expense	(\$869)	(\$68,818)	(\$83,605)	(\$25,703)
	Net	(\$869)	(\$34,078)	(\$64,239)	\$45,760
<b>Special Recreation Fund</b>					
<b>22-00-</b>					
	Revenue	\$0	\$499,733	\$266,614	\$461,542
	Expense	(\$3,890)	(\$646,427)	(\$566,345)	(\$497,719)
	Net	(\$3,890)	(\$146,694)	(\$299,731)	(\$36,177)
<b>Special Facilities Fund</b>					
<b>25-00- Administration</b>					
	Revenue	\$0	\$13,320	\$0	\$13,458
	Expense	(\$85,092)	(\$1,003,657)	(\$959,482)	(\$611,533)
	Net	(\$85,092)	(\$990,337)	(\$959,482)	(\$598,076)
<b>25-19- Pools</b>					
	Revenue	\$477	\$1,318,466	\$1,351,469	\$1,282,832
	Expense	(\$8,954)	(\$791,020)	(\$655,408)	(\$760,021)
	Net	(\$8,477)	\$527,446	\$696,061	\$522,811
<b>25-20- Rink</b>					
	Revenue	\$67,508	\$1,537,614	\$1,345,290	\$1,345,882
	Expense	(\$25,190)	(\$526,157)	(\$424,281)	(\$416,174)
	Net	\$42,318	\$1,011,457	\$921,010	\$929,709

# November 2025 Summarized Revenue Expense Report



## PARK DISTRICT of OAK PARK

		November-25	Budget YTD	Actual YTD	Prior YTD
<b>25-24- Gymnastics</b>					
	Revenue	\$65,403	\$1,226,422	\$1,169,050	\$1,018,791
	Expense	(\$56,428)	(\$657,839)	(\$614,256)	(\$646,811)
	Net	\$8,975	\$568,583	\$554,794	\$371,980
<b>25-28- CRC</b>					
	Revenue	\$128,682	\$1,383,273	\$1,480,051	\$0
	Expense	(\$65,305)	(\$970,673)	(\$656,788)	\$0
	Net	\$63,376	\$412,600	\$823,263	\$0
<b>25-50- Maintenance</b>					
	Revenue	\$160	\$3,219	\$3,207	\$3,040
	Expense	(\$41,605)	(\$955,630)	(\$901,528)	(\$1,039,566)
	Net	(\$41,445)	(\$952,412)	(\$898,321)	(\$1,036,526)
<b>Total Special Facilities</b>					
	Revenue	\$262,230	\$5,482,313	\$5,349,068	\$3,664,003
	Expense	(\$282,574)	(\$4,904,976)	(\$4,211,743)	(\$3,474,105)
	Net	(\$20,344)	\$577,337	\$1,137,325	\$189,898
<b>Capital Projects Fund</b>					
<b>70-xx-</b>					
	Revenue	\$347,620	\$3,823,823	\$3,904,031	\$3,873,762
	Expense	(\$526,112)	(\$8,597,000)	(\$4,427,189)	(\$2,252,377)
	Net	(\$178,492)	(\$4,773,177)	(\$523,158)	\$1,621,385
<b>Historic Properties Fund</b>					
<b>85-00-</b>					
	Revenue	\$23,166	\$510,710	\$536,973	\$497,377
	Expense	(\$45,151)	(\$490,186)	(\$454,061)	\$451,972
	Net	(\$21,985)	\$20,524	\$82,912	\$45,405
<b><u>Non-Operating Funds</u></b>					
<b>Health Insurance Fund</b>					
<b>50-00-</b>					
	Revenue	\$120,112	\$1,366,064	\$1,335,812	\$1,251,775
	Expense	(\$98,090)	(\$1,376,605)	(\$1,183,907)	(\$1,051,299)
	Net	\$22,021	(\$10,541)	\$151,904	\$200,476



# Memo

To: Jake Worley Hood, Chair, Parks and Planning Committee  
Board of Park Commissioners

From: Bill Hamilton, Superintendent of Properties and Planning

CC: Jan Arnold, Executive Director

Date: December 12, 2025

Re: Longfellow Park Development Project Sourcewell Purchases



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## Statement

Acquired in 1920, the park was named after the American poet, Henry Wadsworth Longfellow. The recreation center was built in 1966, in the same style as the Fox Center.

The most recent park master plan was completed in December of 2023 based on feedback from the community meeting held in October of 2023. At that meeting, community members expressed a large amount of support for an updated playground, dedicated pickleball courts, and splash pad improvements.

## Discussion

In February 2025 the Park Board approved a design contract with Planning Resources, Inc. to create the drawings, specifications, and provide construction services for the Longfellow Park Development Project.

The Master Plan Improvements for this project primarily focus on an updated playground, a new and improved splash pad, and dedicated pickle ball courts. The project will also feature native gardens and a resurfaced basketball court.

Bid documents, drawings and specifications were completed by Planning Resources, Inc in September. The documents included the base bid, and three alternates. Alternate 1 and 2 for design options to resurface the basketball court and Alternate 3 to paint the splash pad surface.

The project's bid opening was held on October 30, 2025 at 218 Madison St. at 10 AM. Hacienda Landscaping, Inc. submitted the lowest bid of the five bids received and was determined to be the lowest responsive, responsible bidder. The Park Board awarded a construction contract to Hacienda Landscaping, Inc. on November 11, 2025, at the Regular Board Meeting.

Alongside the construction contract for this project is the Park District's direct purchase of the playground & splash pad equipment, and playground safety turf grass surface. The pricing for these

items is competitively bid through Sourcewell Contracts which the Park District has utilized to lower costs on past projects.

The purchases will be made using two vendors, Landscape Structures, Inc., for the playground and splash pad equipment and Forever Lawn for the safety turf grass surface.

• Landscape Structures - Playground Equipment	\$435,638.00
• Landscape Structures - Splash Pad Equipment	\$ 79,928.00
• Forever Lawn – Playground Grass Ultra	<u>\$172,689.98</u>
Total	\$688,255.98

The total budget in the 2026 Capital Plan for the project is \$2,797,450.00.

### **Conclusion**

The Properties and Planning Committee recommends the approval of the purchase of the playground equipment, splash pad equipment, and the playground safety turf grass surface for the Longfellow Park Development Project for a total of \$515,566 Landscape Structures and a total of \$172,689.98 Forever Lawn and authorizing Executive Director Arnold to execute the contracts.



ALL PURCHASE ORDERS, CONTRACTS, AND  
CHECKS TO BE MADE OUT TO:  
LANDSCAPE STRUCTURES, INC.  
601 7TH STREET SOUTH  
DELANO, MN 55328 U.S.A.  
763-972-3391 800-328-0035  
Fax: 763-972-3185

November 18, 2025

Page 1 of 3

LSI SOURCEWELL#: 010521

**BILL TO:**

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

**SHIP TO:**

TBD

**PROJECT NAME:** Longfellow Park, Oak Park, Illinois - Play Equipment  
**CALL 24 HOURS PRIOR TO DELIVERY:**

<u>QTY.</u>	<u>NO.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>PRICE</u>
<b>2-5 Year Olds Play Equipment</b>				
1	132844A	Ramp Deck To Ground Perm Barrier		\$ 6,250
1	138405A	Ramp Exit Plate DB		775
1	111364A	Loop Ladder 48"Dk DB		1,305
1	135346A	Pod Climber 16"Dk DB		865
5	179349A	Kick Plate 8"Rise	\$ 160	800
1	111238A	Square Deck Corner		1,020
2	111239A	Square Deck Extension	1,070	2,140
3	111237A	Square Tenderdeck	1,095	3,285
4	117495A	Triangular Tenderdeck	880	3,520
1	179362A	Tri-Deck Kick Plate 8"Rise		235
1	111300A	Ball Maze Panel Above Deck		1,600
1	124333A	Hourglass Panel Above Deck		2,170
1	111298A	Mirror Panel Above Deck		1,390
1	119515A	Pilot Panel Above Deck		1,390
1	117945B	Wire Barrier Tri-Deck w/Wheel		1,285
1	117946A	Wire Barrier Above Deck		690
4	119977A	Handbar	255	1,020
1	129967A	Horizontal Ladder		1,330
1	129968A	Horizontal Ladder End Panel		415
1	111397B	114"Post DB		415
2	111397A	128"Post DB	500	1,000
4	111396C	129"Post For Roof DB	435	1,740
2	111397G	74"Post DB	360	720
5	111397F	82"Post DB	380	1,900
5	111397D	98"Post DB	\$ 395	1,975
1	179239B	Super Square Shingle Roof Poly		5,245
1	132155A	Double Slide 32"Dk DB		2,565
1	143480A	SpyroSlide Off 48"Dk DB		7,955
1	120711A	Pod Climber 16" DB		395
1	120710A	Pod Climber 8" DB		390
Subtotal				\$ 55,785



Longfellow Park, Oak Park, Illinois - Play Equipment

November 18, 2025

Page 2 OF 3

ALSO:

1	100005D	90*Curved Tunnel DB		\$	3,090
1	228212A	Rhapsody Ditty Metallophone DB			4,470
1	228214A	Rhapsody Warble Chimes DB		\$	6,580
1	355992A	Symbol Communication Sign English-English w/2 Post DB			2,300
1	277778A	We-Go-Swing w/1 Accessible Bay DB Only			43,020
Subtotal					\$ 59,460

**2-Place Toddler Swing Arm with 2 Full Bucket Seats**

2	176038G	Full Bucket Seat ProGuard Chains for Toddler Swing	\$	485	\$ 970
1	177336A	Toddler Swing Frame DB Only			1,545
Subtotal					\$ 2,515

**5-12 Year Olds Play Equipment**

1	354107A	Volo Aire w/2 Slides Standard Perf. DB			\$ 294,000
	includes:	148" Tunnel Slide			
		238" Turbo Twister Tunnel Slide			
		48" Double Wave Slide			
		96" Alpine Slide			
		Corkscrew Climber			
		Crux Climber (48" & 80")			
		Firepole			
		Flexx Climber			
		Inclined Belt Bridge			
		Oodle Seat Climber			
		Pentagon Climber			
		Rung Climber			
		Saddle Climber			
		Seek and Find Panel			
		Shape Sliders			
		Slack Lines			
		Spring Steppers			
		Swigglenknots Bridge			
		Talk Tube			
		Talk Tube Magnet Panel			
		Wave Belt Climber			
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years DB			-

ALSO:

1	148637A	Seesaw 4-Seats DB		\$	4,825
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**Outdoor Musical Instruments**

1	214443A	Rhapsody Goblet Drum DB		\$	2,060
1	214442A	Rhapsody Grandioso Chimes DB			9,665
1	214445A	Rhapsody Kettle Drum DB			2,060
1	214444A	Rhapsody Kundu Drum DB			2,060
Subtotal					\$ 15,845

Longfellow Park, Oak Park, Illinois - Play Equipment  
 November 18, 2025  
 Page 3 OF 3

<b>New 2-Place Single Post Swing Set w/ 2 Belt Seats</b>					
2	174018A	Belt Seat Proguard Chains 8' Beam	\$	175	\$ 350
1	177332A	Single Post Swing Frame 8' Beam			1,710
Subtotal					\$ 2,060
<b>Freestanding Activity Panels</b>					
1	345293B	Match 4 Panel at Grade			\$ 1,600
1	345285B	Rain Sound Wheel Panel at Grade			3,215
1	111404J	76"Alum Post DB			360
2	111404I	84"Alum Post DB	\$	380	760
Subtotal					\$ 5,935
Equipment Subtotal					\$ 440,425
Sourcewell Discount - 8%					(35,234)
Shipping Costs					30,447
Equipment Total					\$ 435,638

OKP26LNF2.JLF





ALL PURCHASE ORDERS, CONTRACTS, AND  
CHECKS TO BE MADE OUT TO:  
LANDSCAPE STRUCTURES, INC.  
601 7TH STREET SOUTH  
DELANO, MN 55328 U.S.A.  
763-972-3391 800-328-0035  
Fax: 763-972-3185

November 20, 2025

LSI SOURCEWELL#: 010521

Page 1 of 2

**BILL TO:**

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

**SHIP TO:**  
TBD

**PROJECT NAME:** Longfellow Park, Oak Park, Illinois - Aquatix  
**CALL 24 HOURS PRIOR TO DELIVERY:**

**AQUATIX BY LANDSCAPE STRUCTURES  
SPLASH PAD**

**Phase #1 - Design Drawings and Details**

**Design & Construction Drawings:**

Includes: All design and construction drawings for Splash Pad project construction to consist of construction of concrete pad, mechanical system, electrical and control systems, imbed spray fixtures / collector box installation details, water plays structure assembly / installation on concrete splash pad, equipment systems installation and hookups.

Ordered

**Sealed Engineering Stamp:**

Aquatix to have drawing stamped by a licensed PE in the state of the project.  
Please note: Subsequent requests for additional revisions and PE Stamps can result in additional charges ranging between \$1,500-\$4,000 per stamp.  
Lead times for revisions will vary based on timing and detail.

Ordered

**Phase #2 - Splash Pad Features and Mechanicals**

<u>QTY.</u>	<u>NO.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>PRICE</u>
<b>Water Play Features</b>				
1	287190	CanopyBucket w/Acrylic		\$ 15,680
1	AQ100860	RippleRun with Acrylic Medium Rung - SS		12,200
1	AQ100785	WaterWay		15,815
1	AQ100851	WellSpring w/Acrylic		8,035
2	AQ100834	Arch Jet - SS	\$ 810	1,620
2	AQ101158	Triple Arch Jet - SS	810	1,620
	Aquatix includes:	Mechanicals - HydroLogix System HydroLogix On/Off Timer Valve Box		\$ 22,844
Subtotal				\$ 77,814
Sourcewell Discount - 5%				(2,749)
Shipping Cost (One Shipment)				4,863
Total				\$ 79,928

**Splash Pad Design Notes:**

- 1 Aquatix design services are based on ideal site locations and conditions.
- 2 Aquatix design services do not include soil corrections, demolition planning, site elevation plans, utility planning / design or relocation of utilities.  
(i.e. based on waters, waste and power being available at designed area's of splash pad by others.)
- 3 All permits and costs of permits are not included in our Splash Pad design package.
- 4 Design package will be prepared based on Aquatix's interpretation of Local Health Code.
- 5 Pricing **does not** include sealed Engineer Stamp

**Water play feature design notes:**

- \* All above water play features are to be the standard product of Aquatix.
- \* All ground spray features are imbed and installed prior to concrete being poured.
- \* Pricing reflects painted products. Brushed SS to have additional costs.
- \* Additional fees may apply for products to be powdercoated.
- \* Any surface finishes shown on renders are conceptual and provided by others.
- \* Level mounting area required for all products.
- \* Recommended Pool Water Depths:
  - Do not exceed 6" water depth on our underwater bubbler and structures up to 24" tall.
  - Do not exceed 12" water depth on structures up to 48"
  - Do not exceed 18" waterdepth of structures taller than 48"
  - Do not exceed 12" water depth on Multi Level platforms. No water spray or crawl tunnels to be underwater.
- \* Standard HydroLogix systems DO NOT include an underground plumbing package.

The above price is subject to change after 30 days.

The above price includes shipping cost but not installation.

**Please include a copy of your Sales Tax Exemption Certificate with Order Placement. Sales Tax will be charged, if applicable.**

**TERMS:** We acknowledge we are purchasing the above equipment through the above-referenced Discount Contract Buying Program and acknowledge that Landscape Structures is the Vendor; and as such, Purchase Orders and Payments are to be made out to Landscape Structures.

**Signature**

**Title**

**Date**



Date: 11/19/2025

**Project Name:** Longfellow Park Playground Grass Surfacing

**Sourcewell Member:** Park District of Oak Park - #70186

**Project Location:** 610 S. Ridgeland Avenue, Oak Park, IL 60302

**Project Description:** ForeverLawn Chicago (FLC) is pleased to submit this proposal for the following materials. Costs associated with a certified ForeverLawn installation of the listed materials are included in the project price. The following published items are being provided through our contracted Sourcewell pricing and are included in the total project price:

• Item # FPUA:	Playground Grass Ultra (Green)	(7,770 sq. ft.)	\$ 50,660.40
• Item # FPUA Colors:	Playground Grass Ultra Colors (Yellow)	(420 sq. ft.)	\$ 2,759.40
• Item # FPUA Colors:	Playground Grass Ultra Colors (Lagoon Blue)	(240 sq. ft.)	\$ 1,576.80
• Item # SFPC10:	1" SafetyFoam Pro (Channels)	(18 panels)	\$ 253.62
• Item # SFP20:	2" SafetyFoam Pro (No channels)	(322 panels)	\$ 8,372.00
• Item # SFPC30:	3" SafetyFoam Pro (Channels)	(509 panels)	\$ 19,082.41
• Item # MMBSEAM:	9" Micromechanical Seam Tape - 162' roll	(7 rolls)	\$ 2,890.09
• Item # Bear Board/Install:	Installation of EPS by Bear Board	(512 LF)	\$ 2,816.00
• Item # MAPGT-12:	Mapei Glue Tubes - Case of 12	(2 cases)	\$ 353.80
• Item # ENVG-16/30-62:	Envirofill Coated Sand 16/30 mesh pallet of 62	(6 pallets)	\$ 6,375.96
• Item # Cutouts:	Surcharge for Playground Cutouts		\$ 5,499.00
• Item # FLIns:	Standard Installation		\$ 46,365.00
<b>Total Published Items:</b>			<b>\$ 147,004.48</b>

The following unpublished items are included in the total project price at their listed cost:

• Independent 3 <sup>rd</sup> Party Post Installation Drop Test	\$ 1,600.00
• Surcharge for Prevailing Wage Rates	\$ 6,744.00
• Custom PlayMound (Approximately 25'6" x 11'6" x 10") -	\$ 11,955.00
• Custom PlayMound Shipping -	\$ 750.00
• Playground Grass Materials Shipping -	\$ 4,636.50
<b>Total Unpublished Items:</b>	<b>\$ 24,085.50</b>

**Total Project Price: \$ 172,689.98**

All pricing assumes that the general contractor awarded the project will prepare the project site prior to FLC arrival. This includes all excavation, disposal, all stonework through final compaction, and installation of any equipment. Costs associated with site prep are excluded in the project price. Any site prep completed by FLC, including reworking or compacting the stone base will be charged accordingly and be added to the final balance owed.

The final compaction of the aggregate within the area shaded "Purple" as shown on the attached SafetyFoam Pro layout shall be approximately 4" from the top of the perimeter concrete curb or sidewalk (i.e. finish grade) to accommodate the 3" SafetyFoam Pro panels with channels (9' CFH max). The final compaction of the aggregate within the area shaded "Blue" as shown on the attached SafetyFoam Pro layout shall be approximately 3" from the top of the perimeter concrete curb or sidewalk (i.e. finish grade) to accommodate the 2" SafetyFoam Pro panels (8' CFH max). The concrete slab under the We-Go-Swing is shaded "Light Green" as shown on the attached SafetyFoam Pro layout and will feature 1" SafetyFoam Pro panels with channels (4' CFH max).



If installation of the We-Go-Swing permits and to enable efficient access underneath for FLC it would be recommended that the installation of the top deck and the swing itself is delayed until after FLC is able to install the Playground Grass system underneath. The sweeper on the We-Go-Swing is to be removed to accommodate the Playground Grass system and to enable enough clearance for the motion of the swing (reference edge detail).

FLC will provide and install the plastic perimeter boards. The perimeter boards shall be anchored approximately 1" below the top of the perimeter concrete curb or sidewalk (i.e. finish grade). Individual SafetyFoam Pro panels will then be provided and interlocked by FLC within their designated areas over the aggregate stone and concrete slab. The custom PlayMound ramp will be assembled by FLC directly over the stone base. The PlayMound will have a 2" bottom layer to account for the adjacent 2" SafetyFoam Pro.

The PlayMound ramp will then be wrapped in Playground Grass Ultra Colors (Color of Ramp Path = Lagoon Blue; Color of Slopes = Yellow). Playground Grass Ultra (Color = Green) will then be rolled out over the SafetyFoam Pro panels at ground level, cut, and seamed throughout the playground. The Playground Grass (Green) at ground level will be seamed directly to the Playground Grass (Yellow & Lagoon Blue) at the base of the PlayMound ramp and entrance to ramp at sidewalk (as shown on layout). All seams will feature our proprietary micromechanical seaming system. The Playground Grass Ultra will get anchored to the perimeter boards using 1" stainless steel staples. Envirofill sand infill will be provided and applied by FLC at an application rate of 3.0 lbs. per square foot throughout both play areas.

This proposal excludes all applicable taxes. Freight and associated materials charges are included. Prevailing wage rates apply. Union labor rates are excluded in this proposal. **This proposal includes costs associated with performing and scheduling post-installation drop testing. An independent 3<sup>rd</sup> party will be scheduled by FLC to conduct a post-installation drop test following the installation of the Playground Grass.** Pricing is valid for 30-days from proposal date.

**Base Project Price:** **\$172,689.<sup>98</sup>**

**Project Size:** 6,110 square feet

**Project Terms:** 50% of the project price is due upon acceptance of this proposal. Remaining balance is due upon installation. Pricing is valid for 30 days from proposal date.

**Project Timeline:** Project completion will be scheduled upon acceptance of this proposal. This is contingent upon timely payment for the project to allow for shipment of materials and scheduling of crew.

**Approval:**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**Remit Payments to:** ForeverLawn Chicago, LLC – 3426 Colony Bay Drive, Rockford, IL 61109



3426 Colony Bay Rockford, IL 61109

(P) 779-368-0251

[www.foreverlawn.com/chicago](http://www.foreverlawn.com/chicago)





# Memo

To: Jake Worley Hood, Chair, Parks and Planning Committee  
Board of Park Commissioners

From: Bill Hamilton, Superintendent of Properties and Planning

CC: Jan Arnold, Executive Director

Date: December 12, 2025

Re: Longfellow Park Development Project - Portland Loo Purchase



---

## Statement

Acquired in 1920, the park was named after the American poet, Henry Wadsworth Longfellow. The recreation center was built in 1966, in the same style as the Fox Center.

The most recent park master plan was completed in December of 2023 based on feedback from the community meeting held in October of 2023. At that meeting, community members expressed a large amount of support for an updated playground, dedicated pickleball courts, and splash pad improvements.

## Discussion

In February 2025 the Park Board approved a design contract with Planning Resources, Inc. to create the drawings, specifications, and provide construction services for the Longfellow Park Development Project.

The Master Plan Improvements for this project primarily focus on an updated playground, a new and improved splash pad, and dedicated pickle ball courts. The project will also feature native gardens and a resurfaced basketball court.

Bid documents, drawings and specifications were completed by Planning Resources, Inc in September. The documents included the base bid, and three alternates. Alternate 1 and 2 for design options to resurface the basketball court and Alternate 3 to paint the splash pad surface.

The project's bid opening was held on October 30, 2025, at 218 Madison St. at 10 AM. Hacienda Landscaping, Inc. submitted the lowest bid of the five bids received and was determined to be the lowest responsive, responsible bidder. The Park Board awarded a construction contract to Hacienda Landscaping, Inc. on November 11, 2025, at the Regular Board Meeting.

Alongside the construction contract for this project is the Park District's direct purchase of the Portland Loo, the pre-constructed 12 month a year comfort station. The same unit was purchased and installed at Rehm Pool in 2021 as part of the playground replacement project. This unit is a Sole Source

purchase, as it has a unique design that takes into consideration security, durability and features that allow 12-month use no matter the climate. In the long term, this would be the unit considered for other future park installations if identified, keeping maintenance efficient with compatible parts.

The purchase will be made using Sole Source:

- Portland Loo-Portland Loo Single Occupant Public Toilet \$179,160.00

The total budget in the 2026 Capital Plan for the project is: \$2,797,450.00.

### **Conclusion**

The Parks and Planning Committee recommend the approval of the Sole Source purchase of the Portland Loo Single Occupant Public Toilet for the Longfellow Park Development Project in an amount not to exceed \$179,160.



**The  
Portland  
Loo** | *A Unique Solution to  
a Universal Problem*

# QUOTE

**Date:** 11/24/2025  
**Invoice #:** [1529]  
**Customer ID:** Longfellow Park  
**Expires:** 12/24/2025

**To:** **Name:** Bill Hamilton **Ship to:** Zip Code 60304  
**City:** Oak Park, IL

Salesperson	Shipping Method	Shipping Terms	Delivery Date	Payment Terms
Caleb Larsen	Freight	FOB Shipping Point	TBD	see attached

Item #	QTY	Description	Unit Price	Line Total
1	1	<u>Portland Loo:</u> Single occupant public toilet. <b>304</b> stainless steel posts, panels, louvers and roof. Aluminum front door with mortise lock assemble and latch guard plate. Polycarbonate Skylight. Stainless steel Dura-Ware toilet. Incl, interior Black Op hand sanitizer dispenser and lockable vandal guard 2-roll toilet paper dispenser. <b>AC power</b> option. 40W heat trace, interior & exterior LED lighting with roof top photoeye, motion sensor control and occupancy counter. <b>Loo Template, Foundation Mounting Hardware, and As Built Drawings Included.</b> (RH door swing and RH hand wash basin.)	\$154,000.00	\$154,000.00
2	1	Engineer Stamped Drawings & Calculations	\$2,500.00	\$2,500.00
3	1	<u>Add</u> Recessed Hand Wash With Cold Air Hand Dryer, Tempered Water, and Black Op Soap Dispenser.	\$7,100.00	\$7,100.00
4	1	<u>Add</u> Baby Changing Table	\$2,140.00	\$2,140.00
5	1	<u>Add</u> Vandal Guard Trash Can	\$250.00	\$250.00
6	1	<u>Add</u> Fully Enclosed Sharps Container	\$2,100.00	\$2,100.00
7	1	<u>Add</u> Cold Weather Toilet Upgrade	\$5,200.00	\$5,200.00
8	1	Shipping & Handling of 1 Restroom on 1 Truck	\$5,870.00	\$5,870.00

Total (USD)	\$179,160.00
Tax (10%)	Exempt
Revised Total	Exempt

**Tax dependant on reseller permit or economic threshold**

Make all checks payable to Madden Fabrication

Thank you for your business!

1800 NW 169th Place Suite A200 Beaverton OR 97006 (503)226-4990

Proposal good for 30 days. Madden reserves the right to pass on any material price escalation beyond 30 days.



# Memo



**To:** Board of Park Commissioners

**From:** Mitch Bowlin, Director of Business Operations

**CC:** Jan Arnold, Executive Director

**Date:** December 9, 2025

**Re:** Approval of resolution to submit a ballot proposition of \$40,000,000 general obligation park bonds to the voters of Oak Park

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## Statement

During the development of the 2025 – 2029 Comprehensive Strategic Master Plan, the concept of adding an indoor aquatic facility was tested multiple times, and favored strongly enough that the plan recommends presenting a referendum question for a community vote.

## Discussion

The Park District has been trying to solve the issue of community access to an indoor aquatic facility for many years now. In 2017 the District entered into discussions with the OPRF to see if there was a possible partnership opportunity to meet the community desire, but competing needs of the two organizations made that not feasible. Currently, the Park District partners with both OPRF and Fenwick as part of the PACT program for indoor aquatic space, but the available hours are insufficient to meet the expressed desires of our residents.

As a result of these conditions, the Park District included a question in the 2023 community survey to ask residents if they would support a tax increase to provide for the construction of an indoor aquatic facility. 69% of respondents to that survey said they would either support or strongly support a tax increase for that purpose. Following that survey, the District had community meetings and pop-up engagements where the question was asked again, and at that time 73% of respondents said they would support a referendum for an indoor aquatic facility.

After receiving that feedback, the District engaged with architects for preliminary designs of such a facility to estimate costs. It was determined that such a facility would cost \$40,000,000 to construct. The Park District does not have that amount of money available for capital projects, so in order to proceed the community would need to approve a bond referendum.

Finally, please note that voting to approve this resolution does not imply that any commissioner individually supports this project. A vote for this resolution is supporting giving the community the opportunity to vote, not the project itself.

## Recommendation

Staff recommends that the Board approve the resolution providing for and requiring the submission of the proposition of issuing \$40,000,000 general obligation park bonds to the voters of the Park District of Oak Park, Cook County, Illinois, at the general primary election to be held on the 17th day of March, 2026.

*Attachment: Resolution*



EXTRACT OF MINUTES of a regular public meeting of the Board of  
Park Commissioners of the Park District of Oak Park, Cook County,  
Illinois, held at the Hedges Administrative Center, 218 Madison  
Street, Oak Park, Illinois, in said Park District at 7:30 o'clock P.M.,  
on the 18th day of December 2025.

\* \* \*

The meeting was called to order by the President and upon the roll being called,  
Kassie Porreca, the President, and the following Park Commissioners were physically present at  
said location: \_\_\_\_\_  
\_\_\_\_\_.

The following Park Commissioners were allowed by a majority of the members of the  
Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by  
the Board of Park Commissioners to attend the meeting by video or audio conference: \_\_\_\_\_  
\_\_\_\_\_.

No Park Commissioner was not permitted to attend the meeting by video or audio  
conference.

The following Park Commissioners were absent and did not participate in the meeting in  
any manner or to any extent whatsoever: \_\_\_\_\_.

The President announced that the Board of Park Commissioners would next consider the  
adoption of a resolution providing for and requiring the submission of the proposition of issuing  
general obligation bonds to the voters of the District at the general primary election to be held on  
March 17, 2026.

Whereupon Park Commissioner \_\_\_\_\_ presented and the Secretary read by title  
a resolution as follows, a copy of which was provided to each Park Commissioner prior to said  
meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION providing for and requiring the submission of the proposition of issuing \$40,000,000 general obligation park bonds to the voters of the Park District of Oak Park, Cook County, Illinois, at the general primary election to be held on the 17th day of March, 2026.

\* \* \*

WHEREAS, the Park District of Oak Park, Cook County, Illinois (the “*District*”), is a duly organized and operating park district created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois (the “*Park Code*”), and all laws amendatory thereof and supplementary thereto; and

WHEREAS, the needs of the District require the expenditure of not less than \$40,000,000 to build and equip an indoor aquatics facility (the “*Project*”), all in accordance with the estimate of cost heretofore approved by the Board of Park Commissioners of the District (the “*Board*”); and

WHEREAS, there are not sufficient funds on hand and available for the Project, and it will be necessary to borrow money and in evidence thereof to issue bonds of the District for the Project; and

WHEREAS, pursuant to the provisions of the Park Code, before the Board can undertake the Project and borrow money and issue bonds for such purpose, a proposition therefor must be submitted to the voters of the District and be approved by a majority of the voters of the District voting on such proposition at an election to be held in and for the District and it is deemed advisable, necessary and in the best interests of the District that a proposition therefor be submitted to the voters of the District at an election to be held and conducted in accordance with the general election law:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Park Commissioners of the Park District of Oak Park, Cook County, Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. Need for Project.* It is necessary and in the best interests of the District that the Board be authorized to undertake the Project, and that it is necessary and in the best interests of the District that money be borrowed and in evidence thereof general obligation bonds of the District be issued therefor to the amount of \$40,000,000.

*Section 3. Submission to Voters.* The proposition hereinabove referred to be submitted to the voters of the District in accordance with the general election law at the general primary election to be held on Tuesday, the 17th day of March, 2026, between the hours of 6:00 o'clock A.M. and 7:00 o'clock P.M. on said day (the "*Election*").

*Section 4. Voting Precincts and Polling Places.* The Election shall be held in the voting precincts and at the polling places established by the County Board (the "*County Board*") of The County of Cook, Illinois (the "*County*"), for voters of the District at the Election.

*Section 5. Election Notice.* The County Clerk of the County (the "*County Clerk*") shall give notice of the Election, including the Spanish, Chinese and Asian Indian translations thereof as deemed by the County Clerk to be required by law (the "*Notice*"), in accordance with the general election law by (i) publishing the Notice once not more than 60 nor less than 10 days prior to the date of the Election in a local, community newspaper having general circulation in the District, and (ii) posting a copy of the Notice at least 10 days before the date of the Election at its principal office.

*Section 6. Local Notice.* The Secretary of the Board (the "*Secretary*") shall post a copy of the Notice at the principal office of the District at least 10 days before the date of the Election.

*Section 7. Newspaper of General Circulation.* It is hereby found and determined that the *Wednesday Journal of Oak Park & River Forest* is a local, community newspaper having general circulation in the District as required by Section 12-5 of the Election Code of the State of Illinois, as amended (the “*Election Code*”).

*Section 8. Form of Notice.* The Notice shall appear over the name or title of the County Clerk and shall be substantially in the following form:

NOTICE IS HEREBY GIVEN that at the general primary election to be held on Tuesday, the 17th day of March, 2026, the following proposition will be submitted to the voters of the Park District of Oak Park, Cook County, Illinois:

Shall the Park District of Oak Park, Cook County, Illinois, build and equip an indoor aquatics facility and issue its bonds to the amount of \$40,000,000 for the purpose of paying the costs thereof?

The polls at the election will be open at 6:00 o'clock A.M. and will continue to be open until 7:00 o'clock P.M. of that day.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2026.

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County Clerk, The County of Cook, Illinois

*Section 9. Form of Ballot.* The ballot to be used at the Election, including the Spanish, Chinese and Asian Indian translations thereof as deemed by the County Clerk to be required by law, shall be in substantially the following form, with such necessary alterations, changes, deletions and insertions as may be required by Articles 24A, 24B or 24C of the Election Code if an electronic, mechanical or electric voting system is used at the Election:

(Face of Ballot)

OFFICIAL BALLOT

PROPOSITION TO ISSUE \$40,000,000 PARK BONDS

(INSTRUCTIONS TO VOTERS: Mark a cross  
(X) in the space opposite the word  
indicating the way you desire to vote.)

Shall the Park District of Oak Park, Cook County, Illinois, build and equip an indoor aquatics facility and issue its bonds to the amount of \$40,000,000 for the purpose of paying the costs thereof?	YES	
	NO	

(Back of Paper Ballot)

OFFICIAL BALLOT

Official ballot for voting on the proposition to issue Park Bonds of the Park District of Oak Park, Cook County, Illinois, at the general primary election held on the 17th day of March, 2026.

Precinct Number: \_\_\_\_\_

Polling Place: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Facsimile Signature)

\_\_\_\_\_  
County Clerk, The County of Cook, Illinois

*Section 10. Election Judges.* The Election shall be conducted by the election judges appointed by the County Boards to act in the precincts at which the proposition will be submitted to the voters of the District.

*Section 11. Filing of Resolution.* After the adoption hereof and not less than 68 days prior to the date of the Election, the Secretary shall certify a copy hereof to the County Clerk in order that the proposition set forth herein may be submitted to the voters of the District at the Election.

*Section 12. Canvass of Election.* The Election shall be held and conducted and the returns thereof duly canvassed, all in the manner and time as provided by the general election law.

*Section 13. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

*Section 14. Repealer and Effective Date.* All resolutions and parts thereof in conflict herewith be and the same are hereby repealed, and that this Resolution be in full force and effect forthwith upon its adoption.

Adopted December 18, 2025.

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President, Board of Park Commissioners

Attest:

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Secretary, Board of Park Commissioners



After a full and complete discussion thereof, Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that said resolution as presented and read by title be adopted.

The President directed the Secretary to call the roll for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Park Commissioners voted

AYE: \_\_\_\_\_ .

NAY: \_\_\_\_\_ .

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

Whereupon the President declared the motion carried and the resolution adopted and did sign and approve the same in open meeting and did direct the Secretary to record the same in the records of the Board of Park Commissioners of the Park District of Oak Park, Cook County, Illinois, which was done.

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

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

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Secretary, Board of Park Commissioners

STATE OF ILLINOIS     )  
                                      ) SS  
COUNTY OF COOK     )

### CERTIFICATION OF MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the “*Board*”) of the Park District of Oak Park, Cook County, Illinois (the “*District*”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the Board held on the 18th day of December 2025, insofar as the same relates to the adoption of a resolution entitled:

RESOLUTION providing for and requiring the submission of the proposition of issuing \$40,000,000 general obligation park bonds to the voters of the Park District of Oak Park, Cook County, Illinois, at the general primary election to be held on the 17th day of March, 2026.

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

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, the Park District Code of the State of Illinois, as amended, and the Election Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Codes and with all of the procedural rules of the Board.

There is hereby certified to the County Clerk of The County of Cook, Illinois, for submitting to the voters of the District at the general primary election to be held on the 17th day of March, 2026, the proposition set forth in said resolution, which said resolution was duly adopted by the Board on the 18th day of December 2025.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the District,  
this 18th day of December 2025.

(SEAL)

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Secretary, Board of Park Commissioners

STATE OF ILLINOIS     )  
                                      ) SS  
COUNTY OF COOK     )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Cook, Illinois (the "*County*"), and as such official I do further certify as follows:

1. That on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION providing for and requiring the submission of the proposition of issuing \$40,000,000 general obligation park bonds to the voters of the Park District of Oak Park, Cook County, Illinois, at the general primary election to be held on the 17th day of March, 2026.

duly adopted by the Board of Park Commissioners of the Park District of Oak Park, Cook County, Illinois (the "*District*"), on the 18th day of December 2025, and that the same has been deposited in the official files and records of my office.

2. That included in said certification were the form of public question (the "*Question*") to be placed on the ballot, which ballot shall be prepared in English, and in Spanish, Chinese and Asian Indian as deemed required by law by me, at the general primary election to be held on the 17th day of March, 2026 (the "*Election*"), and the date on which the Question was initiated by the adoption of said resolution.

3. That the Question will be submitted to the voters of the District at the Election.

4. That notice that the Question will be submitted to the voters of the District at the Election, including the Spanish, Chinese and Asian Indian translations thereof as deemed required by law by me (the "*Notice*"), will be given as required by Section 12-5 of the Election Code of the State of Illinois, as amended, by (a) publishing the Notice once

not more than 60 nor less than 10 days prior to the date of the Election in a local, community newspaper having general circulation in the District, and (b) posting a copy of the Notice at my principal office at least 10 days before the date of the Election, as set forth in Section 5 of said resolution, and that the Notice will be substantially in the form set forth in Section 8 of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the County,  
this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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County Clerk, The County of Cook, Illinois

(SEAL)