

410 Kenilworth Ave. | Kenilworth, IL 60043

President– Dave Byrd

Commissioners –Chris Williams, Stacey Sunderland, Jim Sethna, Benjamin Whipple

Treasurer – Jennifer Price

Board of Commissioners Meeting
Minutes | February 26, 2026

1. Call to Order / Roll Call

The meeting was called to order by President Dave Byrd at 6:00pm.

Present:

- President Dave Byrd
- Commissioner Jim Sethna
- Commissioner Stacey Sunderland
- Commissioner Benjamin Whipple (remotely)
- Jennifer Price-Treasurer

Absent: Commissioner Williams

Staff and Members of the Public: Director Hixenbaugh and Marjorie Zanders.

Public Hearing 2026 Budget & Appropriations Ordinance #26-02-01

“An Ordinance making the combined annual budget and appropriations of fund for the Kenilworth Park District Cook County, Illinois for the fiscal year beginning on the first day of January 2026 and ending on the thirty-first day of December 2026.

2. Virtual Attendance-Commissioner Whipple & Williams.

Commissioner Sethna moved to approve the remote attendance of Commissioner Whipple for work related reason Commissioner Sunderland seconded the motion. Upon roll call vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sethna, & Sunderland
- Nays: None
- Absent: Williams
- Abstain:

Motion Passed: 3-0

3. Public Comments Regarding the 2026 Budget & Appropriations Ordinance.

Marjorie Zanders stated that Angie reported to the group last week and that she wanted to commend and thank the park district on behalf of the Beatification Committee for the changes to the budget that make it easier to understand.

4. Motion to Close Public Hearing of Ordinance #26-02-01 the 2026 Budget and Appropriations Ordinance.

Commissioner Sunderland moved to close the Public Hearing for the 2026 Budget and Appropriations Ordinance. Commissioner Sethna seconded the motion. Upon roll call vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sethna, Sunderland, & Whipple
- Nays: None
- Absent: Williams
- Abstain:

Motion Passed: 4-0

5. Call to Order/Roll Call-Regular Meeting

The meeting was called to order by President Dave Byrd at 6:07pm.

Present:

- President Dave Byrd
- Commissioner Jim Sethna
- Commissioner Stacey Sunderland
- Commissioner Benjamin Whipple (remotely)
- Jennifer Price-Treasurer

Absent: Commissioner Williams

6. Approval of Minutes (motion to approve voice vote)

A. December 18, 2025-Regular Meeting

Commissioner Sethna moved to approve the minutes of the December 18, 2026 meeting as amended striking the roll call vote sections from the operations reports. Commissioner Whipple seconded the motion. Upon voice vote, the motion was passed.

Voice Vote:

- Ayes: Byrd, Sethna, & Whipple
- Nays: None
- Absent: Williams
- Abstain: Sunderland

Motion Passed: 3-0

B. January 15, 2026-Regular Meeting

Commissioner Sunderland moved to approve the minutes of the January 15, 2026, meeting as amended striking the roll call vote sections from the operations reports. Commissioner Sethna seconded the motion. Upon voice vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sethna, Sunderland, & Whipple
- Nays: None
- Absent: Williams
- Abstain:

Motion Passed: 4-0

7. Business from the Public Related to Items Not on the Agenda

Margie Zanders asked about the proposal to contract out the planting of the fountain and village urns. President Byrd stated that this would be discussed during the Director's Report.

8. Presidents Report

President Byrd commented that he and Director Hixenbaugh attended the IAPD Legislative Breakfast and that the Parks Day at the Capital will be held on May 5th. He also stated that IAPD is working on a bill to eliminate the possibility of future OSLAD Funds being swept out of the state budget. He also stated that he was looking forward to working with the JSSVPA leadership to help guide a strategic plan for what the Village House can be in the future. President Byrd commended Commissioner Whipple and Director Hixenbaugh for the Keeping Children Safe Online training that was conducted at Assembly Hall by the Chicago Children's Advocacy Center. He also thanked Brendan and Director Hixenbaugh for their participation in the last school board meeting.

9. Financial Report

A. Year-to-Date Financial Review

The monthly and year-to-date financials were presented to the Board.

President Byrd commented that the transfers have been completed from the Storch Fund accounts to the park district's general accounts and that after the tax funds are received it can be used to pay down some of the park district's debt.

B. Approval of Bills and Payroll – Month Ending December 31, 2025

Commissioner Sunderland moved to approve the bills and payroll. Commissioner Whipple seconded the motion. Upon roll call vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sethna, Sunderland, & Whipple
- Nays: None
- Absent: Williams
- Abstain:

Motion Passed: 4-0

10. Regular Business-

A. Ordinance #26-02-01 "An Ordinance Making a combined Annual Budget and Appropriation of Funds for the Kenilworth Park District, Cook County, Illinois, for the Fiscal Year Beginning on the First Day of January 2026 and ending on the Thirty-First Day of December 2026"

Commissioner Byrd moved to approve Ordinance #26-02-01. Commissioner Sunderland seconded the motion.

Director Hixenbaugh stated that there were three changes that were made to the original draft. They were as follows:

- 1) A correction of an incorrect total on the cover page.
- 2) A correction to the total amount of the Recreation Fund transfers out.
- 3) The Storch Fund was recoded twice and needed to be removed from the capital fund sections

Commissioner Whipple commented that there is a little over \$4.2 million appropriated in the budget and when I was going through it all, it showed that we were going to be pulling in about three and a half million dollars in cash which I assume includes the taxes, plus we have about \$300,000 of cash on hand, so that obviously means we were appropriating more. Director Hixenbaugh explained that this was an optimistic budget that took into consideration potential grants and other cash donations and that if the grants or donations were not received, the corresponding expenses would not be utilized. President Byrd further explained that there was a 20% increase in individual line items in addition to the capital projects which maximizes our options and minimizing the need for amending our Budget & Appropriations Ordinance in the future. Treasurer Price asked about the differences in how the park district operational budget and the Budget & Appropriations Ordinance is displayed. Director Hixenbaugh explained that for next year's budget he would add the categories in the budget to match the ordinance to make it easier for everyone to follow and that he and Lauterbach & Amen continue to work on improving our processes. Director Byrd commented on the public record that the method by which the budget is balanced to zero is that a

excess funds are planned to be transferred to the Capital Project Fund, which totals \$320,000. Director Hixenbaugh further commented that any excess revenue generated by the park district will be reinvested back into the community.

Upon roll call vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sethna, Sunderland, & Whipple
- Nays: None
- Absent: Williams
- Abstain:

Motion Passed: 4-0

B. Cook County Leave Policy-

Commissioner Sunderland moved to approve the bills and payroll. Commissioner Sethna seconded the motion

Director Hixenbaugh explained that this policy was a template created by PDRMA and is needed to put the park district in compliance with this legislation that was effective December 31, 2023. He further stated that it was applicable to part-time year-round staff and that all full-time employees have already received more time than the minimum outlined by this policy. He also explained that it created a new class of leave entitled PTO which can be used for any reason. President Byrd asked if this would be retroactive. Director Hixenbaugh stated that it would be applied immediately to all staff and would be retroactive to their original hire date.

Upon roll call vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sethna, Sunderland, & Whipple
- Nays: None
- Absent: Williams
- Abstain:

Motion Passed: 4-0

C. Corporate Counsel-

Commissioner Sunderland moved the appointment of Andrew Paine from Tressler, LLC as the Corporate Counsel for the park district. Commissioner Sethna seconded the motion.

Commissioner Sethna explained that he might have a conflict of interest in making this decision. He stated that his firm has had cases against Tressler which might present a conflict of interest but that it was not directly with attorney Paine. He also commented that there might be a potential issue in the future when determining whose interests are represented between the park district and the Kenilworth Park Foundation. Director Hixenbaugh explained that the engagement is only between the park district and attorney Paine and that the work for the foundation was at the direction of the Board of Park Commissioners, therefore if selected as our Corporate Counsel his focus would be on the park district's concerns. Treasurer Sunderland stated that making this change would be refreshing. President Byrd stated that this was part of the transition process for the park district.

Upon roll call vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sethna, Sunderland, & Whipple
- Nays: None
- Absent: Williams
- Abstain:

Motion Passed: 4-0

11. Operations Reports

A. Executive Director's Report-

Director Hixenbaugh explained that the main item of discussion was the information that he recently received regarding the Kenilworth Counsel of Garden Clubs proposal to contract out the planting of the fountain and urn flowers. Marjorie Sanders explained that the idea came up to improve the quality of the plantings. Director Hixenbaugh commented that he was unable to put this item on the agenda for approval, but there was some time sensitivity to when the flowers need to be ordered. He further explained that he was looking for a consensus which get the plants ordered and that he would bring the full proposal to the Board at the next meeting for further discussion and approval. Treasurer Price inquired if this work would qualify for funding through the Storch Memorial Fund. Director Hixenbaugh stated that he believed that a portion of it would qualify but that it is likely that some park district budgeted operational funds will be needed to fund this project. President Byrd stated as we look ahead to next year there is a possibility that the newly created Kenilworth Park Foundation could fund some or all this project and he recommended that all projects submit a proposal for funding through the Storch Fund. Secretary Sunderland inquired about our agreement with the Village of Kenilworth and what items the park district is currently funding. Director Hixenbaugh stated that the flowers for the fountain and the urns were expenses paid for by the park district and that he was working on getting a better handle on the total amount of these expenses. He also pointed out that the village has not asked us to pay for utilities in our office and garage located in the public works yard. Secretary Sunderland also commented that it would be nice to also include the train station in the proposal. President Byrd commented that the foundation was a visual entrance and heartbeat of our community and that he thinks that Storch Funding should be considered for this work.

Director Hixenbaugh further explained that he was planning to start a Middle School Ultimate Frisbee program

Commissioner Whipple asked if the park district has met with the baseball association regarding Pee Wee Park. Director Hixenbaugh stated that the wintry weather cancelled their original plans and that he would set up a meeting with them soon to discuss their participation in the improvement of Pee Wee field.

B. Parks & Grounds-The report was accepted as written and there were no further discussions.

C. Recreation & Facilities-The report was accepted as written and there were no further discussions

D. Kenilworth Assembly Hall & Community Events-The report was accepted as written and there were no further discussions.

12. Closed Session-The Board did not have a need to enter into closed session.

13. Action to be taken from Closed Session-None taken.

14. Old/New Business

15. Motion to Adjourn

Commissioner Sethna moved to adjourn. Commissioner Sunderland seconded the motion.
Voice Vote:

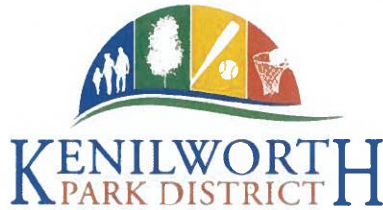
- Ayes: Byrd, Sethan, Sunderland, & Whipple
- Nays: None
- Absent: Williams

Motion Passed: 4-0

The meeting was adjourned at 6:44 p.m.

PRESIDENT _____

BOARD SECRETARY _____



410 Kenilworth Ave. | Kenilworth, IL 60043

President – Dave Byrd

Commissioners –Chris Williams, Stacey Sunderland, Jim Sethna, Benjamin Whipple
Treasurer – Jennifer Price

Board of Commissioners Meeting
Minutes | March 19, 2026

1. Call to Order / Roll Call

The meeting was called to order by President Dave Byrd at 6:07pm.

Present:

- President Dave Byrd
- Commissioner Stacey Sunderland
- Commissioner Benjamin Whipple
- Commissioner Chris Williams
- Jennifer Price-Treasurer

Absent: Commissioner Sethna

Staff and Members of the Public: Director Hixenbaugh.

2. Approval of Agenda-There were no changes to the agenda.

3. Public Comments-There was no public present, therefore there were no public comments

4. Presidents Report-

President Bryd commented that it had been three short weeks since the last meeting and that he did not have a lot to report. He stated that he was looking forward to the Easter egg hunt, and he thanked staff for their work putting the event together.

5. Approval of Minutes

A. February 26, 2026 – Regular Meeting

The approval of the minutes was tabled until the April meeting.

6. Financial Report

A. Year-to-Date Financial Review

The monthly and year-to-date financials were presented to the Board.

B. Approval of Bills and Payroll – Month Ending February 28, 2026

Commissioner Williams moved to approve the bills and payroll for February 2026. Commissioner Sunderland seconded the motion.

Director Hixenbaugh apologized for the short notice on receiving the Financial Reports and stated that if the Board needed more time to review them and that they could be tabled until the next meeting. President Byrd commented that the park district has not used the Storch Fund reimbursements to pay off any of the park district's debt. Director Hixenbaugh stated that it was his intention to do so but wanted to wait until the April tax revenue was received. Commissioner Williams had questions about the cell phone bill and the expense line items associated with its payment. Director Hixenbaugh explained that it was paid from the park district credit card and that he would investigate the codes used to designate the purpose of the expense. Commissioner Byrd stated that we had \$118,00 in cash for the month. Director Hixenbaugh stated that the property tax receipts were expected to be received in April. Secretary Sunderland asked about the process of putting the financial reports together and stated that there seemed to be an increase in changes that need to be made than in previous years. Director Hixenbaugh responded that he would work with the Lauterbach & Amen team to create a better process to ensure we receive accurate information in a timely manner. President Byrd stated that moving forward he asked that the process be improved allowing more time for review and that the errors would be kept to a minimum with more time to review. Treasurer Price agreed and stated that she and Director Hixenbaugh would work with Lauterbach & Amen to develop a better review process. Director Hixenbaugh commented that he would put a schedule together that allow enough time for the review and correction of the financial reports to be completed and sent to the Board the Friday before the board meeting.

Upon roll call vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sunderland, Whipple, & Williams
- Nays: None
- Absent: Sethna
- Abstain:

Motion Passed: 4-0

6. Regular Business-

A. Consideration of the 2026 Marguerite L. Storch Memorial fund projects

There was a discussion about the details of the Storch Summary Report that outlined the details of the funds available for use. President Byrd stated that the total principal amount should be \$1,125,000 not \$1,250,000. Michael thanked President Byrd for pointing out the correction and stated that he would note the correction and send a revised version to the Board. Commissioner Sunderland had a question about the requests and wanted to make sure that the projects that were being approved were not in addition to last year's projects. Director Hixenbaugh stated that the projects are not an addition to the funding from last year and that the total request represents the total outstanding requests as of March 19, 2026, which includes the cost of the items that were previously approved. Commissioner Williams asked about the effective date for making the determination of how much funds are available to fund Storch Memorial Projects. There was a consensus to use the end of the year statement for purposes of calculating funds that are available for use. Director Hixenbaugh stated that he would make this change and update the details.

1) Maggi Park Tree Planting Project (Beautification Club)

Director Hixenbaugh explained that this project was approved as part of the 2025 requests and had not been completed. He further detailed that he had walked the park with Lois Stanley to select the appropriate trees for the areas that needed to be replanted.

2) Ware Garden Fountain Replacement (Kenilworth Garden Club)

Director Hixenbaugh stated that this includes the replacement of the fountain and a new garden area.

3) The Contained Garden Agreement for the village fountain & fern flowers (Beautification Club)

Director Hixenbaugh explained that he had been working with the club and the contractor in preparation for its consideration at the meeting tonight.

Director Hixenbaugh commented that if any portion of these requests do not meet the criteria of the fund park district, budgeted funds will be used to complete the projects.

Commissioner Byrd approved the Marguerite L. Storch Memorial Fund requests for 2026. Commissioner Willair seconded the motion.

Upon roll call vote, the motion was passed.

Roll Call Vote:

- Ayes: Byrd, Sunderland, Whipple, & Williams
- Nays: None
- Absent: Sethna
- Abstain:

Motion Passed: 4-0

B. Consideration of the transfer of assets of the Marguerite L. Storch Memorial Fund from the Kenilworth Park District to the Kenilworth Park Foundation.

This item was tabled for next month.

7. Operations Reports

A. Executive Director's Report-

Director Hixenbaugh stated that he would present the Townley playground nature area plan to the Board at the next meeting and that he did not receive the information in time for it to be considered by the Board tonight. He also explained that the current parade director has requested that the park district take over the management of Memorial Day parade in 2027. Treasurer Price commented that she has heard from some residents that are supportive of a permanent restroom facility at Townley Park.

B. Parks & Grounds— The written report was reviewed.

C. Recreation & Facilities—The written report was reviewed.

D. Kenilworth Assembly Hall & Community Events: The written report was reviewed.

8. Old Business/New Business—There was no old or new business.

9. Adjournment

Commissioner Sunderland moved to adjourn. Commissioner Williams seconded the motion.

Voice Vote:

- Ayes: Byrd, Sunderland, Whipple & Williams
- Nays: None
- Absent: Sethna

Motion Passed: 4-0

The meeting was adjourned at 7:17 p.m.

PRESIDENT _____

BOARD SECRETARY _____

Kenilworth Park District

Memo

DATE: April 16, 2026
TO: Kenilworth Park District Board
FROM: Brandon Guzzi, Financial Consultant, Lauterbach & Amen, LLP
RE: Monthly Report for the month ended March 31th, 2026

Attached please find several reports to summarize activity for the Park District through March 31st, 2026.

Summary

Grand total payments for the month of March 2026, including payroll, and the 3/15 - 3/31/2026 checks are **\$101,873.44**.

Operating Account: Check Register

Significant items of expense include the following which total **\$51,720.90**.

Administration

- IL Association of Park Districts, dated 3/13/26 in the amount of \$3,257.29 for membership dues
- Lauterbach & Amen, dated 3/13/26 in the amount of \$11,175.00 for July '25, January '26, and March '26 accounting services
- NSEBC, dated 3/13/26 in the amount of \$7,584.00 for medical insurance

Parks and Grounds

- No individual payments exceeded \$1,000

Recreation / Village House

- Blue Rose Studios, dated 3/13/26 in the amount of \$4,762.91 for programming
- Brain Club, dated 3/13/26 in the amount of \$1,200.00 for programming
- Chicago ComputerLand, dated 3/13/26 in the amount of \$2,352.00 for programming
- Finish Strong Athletics, dated 3/13/26 in the amount of \$11,237.18 for revenue share
- iCook, dated 3/13/26 in the amount of \$1,035.00 for programming
- Jamberry Music, dated 3/13/26 in the amount of \$3,804.42 for programming
- Kidokinetics, dated 3/13/26 in the amount of \$1,152.00 for programming
- Overture Gaming, dated 3/13/26 in the amount of \$1,818.34 for programming
- YogiB Yoga, dated 3/13/26 in the amount of \$2,342.76 for programming

Assembly Hall/Community Events

- No individual payments exceeded \$1,000

Liquor Account: Check Register

- Items of expense total **\$0**

Storch: Check Register

- No payments made

The Park District has an outstanding loan balance of **\$376,985.67** as of 3/31/26 to Wintrust.

The Storch Fund owes the Park District \$1,445.

**Kenilworth Park District
Treasurer's Report
As of March 31, 2026**

Bank Accounts

Checking-Liquor Acct	\$	3,776.58
Cash - Operating		190,858.63
Wintrust #5376		101,726.03
Schwab Interest #0572		139,884.57
Schwab Storch #4803		1,368,012.16
Wintrust #2105		<u>10,852.60</u>
Total Checking, Savings & Storch	\$	<u>1,815,110.57</u>

Total Checking, Savings & Storch **\$ 1,815,110.57**

Kenilworth Park District
Check Register

All Bank Accounts
March 14, 2026 - April 9, 2026

Payee/Account #	Account Description	Description	Amount	Check Amount
Flying Fox Conservation Fund 2-2071-001	Accounts Payable	Flying Fox Conservation Fund	750.00	750.00
Illinois Association of Park Districts 1-2071-001	Accounts Payable	Illinois Association of Park Districts	3,257.29	3,257.29
Jamberry Music LLC 2-2071-001	Accounts Payable	Jamberry Music LLC	3,804.42	3,804.42
Secretary of State 1-2071-001	Accounts Payable	Secretary of State	25.00	25.00
Chicago Tribune Media Group 2-2071-001	Accounts Payable	Chicago Tribune Media Group	18.31	18.31
Feece Oil Company 1-2071-001	Accounts Payable	Feece Oil Company	59.42	59.42
2071	Accounts Payable	Tressler, LLP	725.00	725.00

Check List Total 8,639.44



KENILWORTH PARK DISTRICT

Balance Sheet Governmental Funds As of March 31, 2026

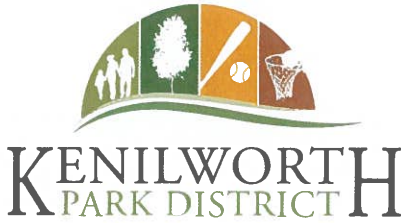
	General Fund	Recreation Fund	Assembly Hall Fund	Capital Projects Fund	Total Governmental Funds
ASSETS					
Cash and Investments	\$ 90,879.88	\$ 183,811.48	\$ 32,522.48	\$ -	\$ 307,213.84
Property Taxes-net of allowances	268,646.76	555,086.65	83,007.00	-	906,740.41
Accounts Receivable-other	54,734.24	8,135.21	72,921.90	-	135,791.35
Prepays	79.99	-	1,000.00	-	1,079.99
Due From Other Funds	-	-	190,988.70	-	190,988.70
Total Assets	<u>414,340.87</u>	<u>747,033.34</u>	<u>380,440.08</u>	<u>-</u>	<u>1,541,814.29</u>
LIABILITIES					
Deferred Property Tax	268,647.00	555,087.00	83,007.00	-	906,741.00
Other Deferred Revenue	392.94	-	19,024.88	-	19,417.82
Accounts Payable	5,938.58	24,096.25	26,413.81	-	56,448.64
Due to Other Funds	122,054.65	28,943.88	-	38,545.17	189,543.70
Total Liabilities	<u>397,033.17</u>	<u>608,127.13</u>	<u>128,445.69</u>	<u>38,545.17</u>	<u>1,172,151.16</u>
FUND BALANCES					
Total Fund Balance	<u>17,307.70</u>	<u>138,906.21</u>	<u>251,994.39</u>	<u>(38,545.17)</u>	<u>369,663.13</u>
Total Liabilities and Fund Balances	<u>\$ 414,340.87</u>	<u>\$ 747,033.34</u>	<u>\$ 380,440.08</u>	<u>\$ -</u>	<u>\$ 1,541,814.29</u>



KENILWORTH PARK DISTRICT

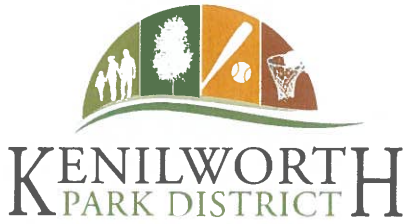
Balance Sheet Permanent Fund As of March 31, 2026

	Storch Memorial Fund	Total Permanent Funds	Prior Year-to-Date
ASSETS			
Cash and Investments	\$ 1,507,896.73	\$ 1,507,896.73	\$ 1,261,136.20
Total Assets	1,507,896.73	1,507,896.73	1,261,136.20
LIABILITIES			
Accounts Payable	8,107.88	8,107.88	-
Due to Other Funds	1,445.00	1,445.00	116,225.92
Total Liabilities	9,552.88	9,552.88	116,225.92
FUND BALANCES			
Total Fund Balance	1,498,343.85	1,498,343.85	1,144,910.28
Total Liabilities and Fund Balances	\$ 1,507,896.73	\$ 1,507,896.73	\$ 1,261,136.20



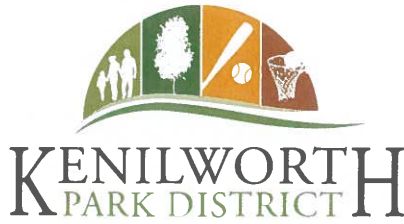
Revenue and Expenses Report For the 3 Months Ended March 31, 2026

	Current Month Actual	Year-to-Date Actual	Annual Budget	Remaining Budget	Collected Expended
GENERAL FUND					
Revenues					
3001 - Property Tax Levy	\$ 58,414.06	\$ 83,192.14	\$ 255,728.00	\$(172,535.86)	32.53%
3004 - Personal Property Repl. Tax	320.38	2,172.01	5,500.00	(3,327.99)	39.49%
3205 - Village House Program Fees	50.00	50.00	0.00	50.00	0.00%
3701 - Interest Income	234.40	790.56	4,500.00	(3,709.44)	17.57%
3901 - Proceeds From Sale Of Assets	0.00	0.00	2,000.00	(2,000.00)	0.00%
3989 - Other Income	2,174.96	2,174.96	3,500.00	(1,325.04)	62.14%
3991 - Fund Development	0.00	0.00	10,000.00	(10,000.00)	0.00%
Total Revenues	<u>61,193.80</u>	<u>88,379.67</u>	<u>281,228.00</u>	<u>(192,848.33)</u>	<u>31.43%</u>
Expenses					
4010 - Full-Time Salaries	7,588.78	22,766.34	122,797.00	(100,030.66)	18.54%
4011 - Overtime Wages	0.00	0.00	0.00	0.00	0.00%
4015 - Employee Bonuses	0.00	0.00	14,310.00	(14,310.00)	0.00%
4021 - Part-Time Wages	240.00	240.00	0.00	240.00	0.00%
4027 - Vision Insurance	0.00	56.56	250.00	(193.44)	22.62%
4028 - Life Insurance	0.00	62.31	1,800.00	(1,737.69)	3.46%
4029 - Dental Insurance	(36.58)	860.76	1,450.00	(589.24)	59.36%
4030 - Medical Insurance	3,139.02	5,625.06	21,500.00	(15,874.94)	26.16%
4031 - Fica & Medicare	994.03	2,949.76	12,000.00	(9,050.24)	24.58%
4032 - Imrf	362.72	1,407.59	3,500.00	(2,092.41)	40.22%
5004 - Insurance-General Liability	0.00	(313.20)	15,873.00	(16,186.20)	-1.97%
5005 - Insurance-Workers Comp	0.00	(186.80)	0.00	(186.80)	0.00%
5006 - Unemployment Insurance	57.43	235.77	2,100.00	(1,864.23)	11.23%
5021 - Auditing	0.00	0.00	15,000.00	(15,000.00)	0.00%
5024 - Legal Services	362.50	1,470.63	7,500.00	(6,029.37)	19.61%
5042 - Cellular Telephone Service	0.00	0.00	1,500.00	(1,500.00)	0.00%
5051 - Miscellaneous Services	349.29	1,050.89	0.00	1,050.89	0.00%
5071 - Postage	0.00	0.00	200.00	(200.00)	0.00%
5091 - Dues, Subscript & Memberships	0.00	3,257.29	2,700.00	557.29	120.64%
5092 - Professional Services	5,587.50	8,152.09	19,500.00	(11,347.91)	41.81%
5661 - Waste Removal	0.00	0.00	9,500.00	(9,500.00)	0.00%
6024 - Office Supplies	46.64	118.81	498.00	(379.19)	23.86%
6025 - Camp Supplies	0.00	0.00	500.00	(500.00)	0.00%
6028 - Utilities	1,487.33	2,498.50	11,750.00	(9,251.50)	21.26%
7002 - Fuel	59.42	59.42	3,500.00	(3,440.58)	1.70%
7009 - Miscellaneous Expense	25.00	25.00	3,500.00	(3,475.00)	0.71%
7010 - Fund Development Expenses	0.00	0.00	10,000.00	(10,000.00)	0.00%
Total Expenses	<u>20,263.08</u>	<u>50,336.78</u>	<u>281,228.00</u>	<u>(230,891.22)</u>	<u>17.90%</u>
Excess Revenues less Expenses	<u>\$ 40,930.72</u>	<u>\$ 38,042.89</u>	<u>\$ 0.00</u>		



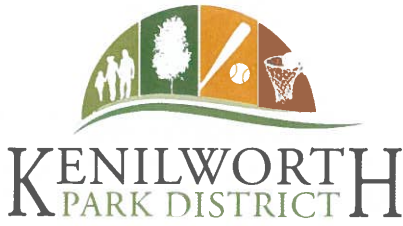
Revenue and Expenses Report
For the 3 Months Ended March 31, 2026

	Current Month Actual	Year-to-Date Actual	Annual Budget	Remaining Budget	Collected Expended
RECREATION FUND					
Revenues					
3001 - Property Tax Levy	\$ 122,692.32	\$ 174,735.90	\$ 607,220.00	\$ (432,484.10)	28.78%
3204 - Little Springs Program Revenue	0.00	0.00	116,500.00	(116,500.00)	0.00%
3212 - Sports Plus Program Revenue	0.00	0.00	75,400.00	(75,400.00)	0.00%
3220 - Cub's Care Program Fees	22,575.35	22,575.35	65,537.00	(42,961.65)	34.45%
3221 - Baseball Program Fees	0.00	0.00	6,500.00	(6,500.00)	0.00%
3222 - Soccer Program Fees	0.00	0.00	5,500.00	(5,500.00)	0.00%
3224 - Golf Program Fees	0.00	0.00	140.00	(140.00)	0.00%
3228 - Basketball Program Fees	15,734.47	15,734.47	13,500.00	2,234.47	116.55%
3230 - Lacrosse Program Fees	0.00	0.00	2,500.00	(2,500.00)	0.00%
3234 - Dance Program Fees	0.00	0.00	3,500.00	(3,500.00)	0.00%
3236 - Technology Programs Fees	9,946.10	22,495.84	28,000.00	(5,504.16)	80.34%
3238 - Science Programs Fees	0.00	0.00	1,500.00	(1,500.00)	0.00%
3240 - Art Programs Fees	2,565.94	13,460.99	22,500.00	(9,039.01)	59.83%
3250 - Other Recreation Programs Fees	12,494.33	22,168.34	105,000.00	(82,831.66)	21.11%
3289 - Other Program Fees	0.00	0.00	350.00	(350.00)	0.00%
3300 - Rentals	0.00	0.00	33,500.00	(33,500.00)	0.00%
3701 - Interest Income	132.23	445.95	2,500.00	(2,054.05)	17.84%
3989 - Other Income	0.00	810.00	4,500.00	(3,690.00)	18.00%
3991 - Fund Development	0.00	0.00	10,000.00	(10,000.00)	0.00%
Total Revenues	<u>186,140.74</u>	<u>272,426.84</u>	<u>1,104,147.00</u>	<u>(831,720.16)</u>	<u>24.67%</u>
Expenses					
4010 - Full-Time Salaries	14,834.52	44,503.56	248,702.00	(204,198.44)	17.89%
4011 - Overtime Wages	0.00	0.00	0.00	0.00	0.00%
4015 - Employee Bonuses	0.00	0.00	22,564.00	(22,564.00)	0.00%
4021 - Part-Time Wages	960.75	2,940.00	125,000.00	(122,060.00)	2.35%
4027 - Vision Insurance	0.00	56.57	2,200.00	(2,143.43)	2.57%
4028 - Life Insurance	0.00	0.00	1,550.00	(1,550.00)	0.00%
4029 - Dental Insurance	(36.58)	320.76	2,350.00	(2,029.24)	13.65%
4030 - Medical Insurance	3,139.02	5,625.06	43,500.00	(37,874.94)	12.93%
4031 - Fica & Medicare	737.02	2,211.03	23,000.00	(20,788.97)	9.61%
4032 - Imrf	621.80	2,413.00	6,500.00	(4,087.00)	37.12%
5006 - Unemployment Insurance	46.70	182.26	250.00	(67.74)	72.90%
5024 - Legal Services	362.50	1,470.62	7,500.00	(6,029.38)	19.61%
5036 - Printing & Publishing	18.31	1,372.90	3,500.00	(2,127.10)	39.23%
5042 - Cellular Telephone Service	0.00	0.00	1,200.00	(1,200.00)	0.00%
5048 - Outside Maintenance Services	0.00	0.00	25,000.00	(25,000.00)	0.00%
5051 - Miscellaneous Services	239.34	761.88	1,500.00	(738.12)	50.79%
5071 - Postage	0.00	0.00	400.00	(400.00)	0.00%
5090 - Special Recreation Dues	0.00	20,522.38	42,000.00	(21,477.62)	48.86%
5091 - Dues, Subscript & Memberships	1,241.27	5,794.82	5,500.00	294.82	105.36%



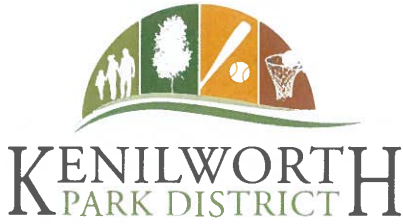
Revenue and Expenses Report
For the 3 Months Ended March 31, 2026

	Current Month Actual	Year-to-Date Actual	Annual Budget	Remaining Budget	Collected Expended
RECREATION FUND					
5092 - Professional Services	31,741.97	47,288.54	125,000.00	(77,711.46)	37.83%
5178 - Repair/Maint-Vehicle & Equip	0.00	443.12	6,500.00	(6,056.88)	6.82%
5346 - Equipment Rental	0.00	0.00	4,000.00	(4,000.00)	0.00%
5766 - Tree Trimming/Removal	0.00	0.00	15,000.00	(15,000.00)	0.00%
6024 - Office Supplies	16.08	73.51	2,500.00	(2,426.49)	2.94%
6025 - Camp Supplies	751.10	3,629.58	12,480.00	(8,850.42)	29.08%
6028 - Utilities	1,727.20	2,787.51	11,750.00	(8,962.49)	23.72%
6029 - Uniforms	322.64	322.64	3,000.00	(2,677.36)	10.75%
6030 - Chemicals & Fertilizers	0.00	0.00	4,500.00	(4,500.00)	0.00%
6031 - Garden/Landscaping Supplies	0.00	0.00	8,500.00	(8,500.00)	0.00%
7002 - Fuel	0.00	27.16	3,500.00	(3,472.84)	0.78%
7003 - Recruitment & Training	55.00	55.00	4,500.00	(4,445.00)	1.22%
7004 - Conference/Travel Expenses	0.00	0.00	7,000.00	(7,000.00)	0.00%
7005 - Program Transportation Expense	0.00	0.00	3,000.00	(3,000.00)	0.00%
7009 - Miscellaneous Expense	42.09	8,648.65	14,201.00	(5,552.35)	60.90%
7010 - Fund Development Expenses	0.00	0.00	10,000.00	(10,000.00)	0.00%
8002 - Machinery & Equipment	0.00	2,051.08	6,500.00	(4,448.92)	31.56%
8003 - Building & Grounds Improvements & Alterations	0.00	0.00	10,000.00	(10,000.00)	0.00%
8989 - Unrestricted Operating Transfer Out	0.00	0.00	275,000.00	(275,000.00)	0.00%
8990 - Contingency	500.00	500.00	15,000.00	(14,500.00)	3.33%
Total Expenses	<u>57,320.73</u>	<u>154,001.63</u>	<u>1,104,147.00</u>	<u>(950,145.37)</u>	<u>13.95%</u>
Excess Revenues less Expenses	<u>\$ 128,820.01</u>	<u>\$ 118,425.21</u>	<u>\$ 0.00</u>		



Revenue and Expenses Report For the 3 Months Ended March 31, 2026

	Current Month Actual	Year-to-Date Actual	Annual Budget	Remaining Budget	Collected Expended
ASSEMBLY HALL FUND					
Revenues					
3001 - Property Tax Levy	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
3201 - Facility Rental Fees	12,732.10	71,836.60	262,000.00	(190,163.40)	27.42%
3250 - Other Recreation Programs Fees	0.00	0.00	2,500.00	(2,500.00)	0.00%
3260 - Liquor Revenue	0.00	0.00	92,000.00	(92,000.00)	0.00%
3270 - Linen Rental Fee	0.00	0.00	3,500.00	(3,500.00)	0.00%
3280 - Bartender Fees	0.00	0.00	12,500.00	(12,500.00)	0.00%
3701 - Interest Income	234.41	790.57	4,500.00	(3,709.43)	17.57%
3960 - Preferred Caterer Fees	0.00	0.00	3,500.00	(3,500.00)	0.00%
3989 - Other Income	3,262.95	5,333.45	29,500.00	(24,166.55)	18.08%
Total Revenues	<u>16,229.46</u>	<u>77,960.62</u>	<u>410,000.00</u>	<u>332,039.38</u>	<u>19.01%</u>
Expenses					
4010 - Full-Time Salaries	8,673.90	26,021.70	95,466.00	(69,444.30)	27.26%
4011 - Overtime Wages	0.00	0.00	0.00	0.00	0.00%
4015 - Employee Bonuses	0.00	0.00	9,272.00	(9,272.00)	0.00%
4021 - Part-Time Wages	0.00	0.00	4,500.00	(4,500.00)	0.00%
4027 - Vision Insurance	0.00	0.00	0.00	0.00	0.00%
4028 - Life Insurance	0.00	0.00	0.00	0.00	0.00%
4031 - Fica & Medicare	636.52	1,909.54	15,200.00	(13,290.46)	12.56%
4032 - Imrf	1,088.13	4,222.72	10,500.00	(6,277.28)	40.22%
5006 - Unemployment Insurance	43.25	159.17	250.00	(90.83)	63.67%
5024 - Legal Services	0.00	0.00	0.00	0.00	0.00%
5036 - Printing & Publishing	500.00	500.00	1,500.00	(1,000.00)	33.33%
5042 - Cellular Telephone Service	0.00	0.00	850.00	(850.00)	0.00%
5044 - Internet Services	0.00	0.00	1,300.00	(1,300.00)	0.00%
5048 - Outside Maintenance Services	350.00	350.00	5,500.00	(5,150.00)	6.36%
5051 - Miscellaneous Services	0.00	0.00	33,500.00	(33,500.00)	0.00%
5071 - Postage	0.00	0.00	200.00	(200.00)	0.00%
5091 - Dues, Subscript & Memberships	674.56	2,221.68	8,500.00	(6,278.32)	26.14%
5092 - Professional Services	2,056.00	3,690.00	37,500.00	(33,810.00)	9.84%
5177 - Repair/Main- Computer Equip	0.00	26.00	0.00	26.00	0.00%
5178 - Repair/Maint-Vehicle & Equip	0.00	198.48	3,500.00	(3,301.52)	5.67%
5661 - Waste Removal	532.24	2,119.79	6,500.00	(4,380.21)	32.61%
6024 - Office Supplies	0.00	125.42	1,500.00	(1,374.58)	8.36%
6025 - Camp Supplies	0.00	1,556.63	1,850.00	(293.37)	84.14%
6027 - Building Supplies	213.97	758.99	4,500.00	(3,741.01)	16.87%
6028 - Utilities	0.00	145.56	8,600.00	(8,454.44)	1.69%
7001 - Auto Allowance	0.00	0.00	0.00	0.00	0.00%
7003 - Recruitment & Training	0.00	0.00	850.00	(850.00)	0.00%
7009 - Miscellaneous Expense	291.07	2,666.49	32,500.00	(29,833.51)	8.20%
7201 - Wedding Rental Expense	0.00	0.00	9,500.00	(9,500.00)	0.00%



Revenue and Expenses Report
For the 3 Months Ended March 31, 2026

	Current Month Actual	Year-to-Date Actual	Annual Budget	Remaining Budget	Collected Expended
ASSEMBLY HALL FUND					
7203 - Permit Expense	0.00	0.00	2,500.00	(2,500.00)	0.00%
7260 - Liquor Expense	0.00	1,803.32	28,712.00	(26,908.68)	6.28%
7270 - Linen Rental Expense	0.00	253.75	5,500.00	(5,246.25)	4.61%
7280 - Bartender Services Expense	0.00	215.00	8,600.00	(8,385.00)	2.50%
7290 - Bar Supplies	368.83	541.59	6,500.00	(5,958.41)	8.33%
8003 - Building & Grounds Improvements & Alterations	0.00	0.00	8,900.00	(8,900.00)	0.00%
8004 - Computer Software	0.00	0.00	950.00	(950.00)	0.00%
8989 - Unrestricted Operating Transfer Out	0.00	0.00	45,000.00	(45,000.00)	0.00%
8990 - Contingency	0.00	0.00	10,000.00	(10,000.00)	0.00%
Total Expenses	<u>15,428.47</u>	<u>49,485.83</u>	<u>410,000.00</u>	<u>360,514.17</u>	<u>12.07%</u>
Excess Revenues less Expenses	<u>\$ 800.99</u>	<u>\$ 28,474.79</u>	<u>\$ 0.00</u>		

TOTAL RECREATION FUND

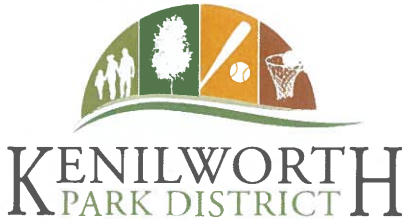
Revenues	<u>\$ 202,370.20</u>	<u>\$ 350,387.46</u>	<u>\$ 1,514,147.00</u>	<u>\$1,163,759.54</u>	<u>23.14%</u>
Expenses	<u>\$ 72,749.20</u>	<u>\$ 203,487.46</u>	<u>\$ 1,514,147.00</u>	<u>\$1,310,659.54</u>	<u>13.44%</u>
Excess Revenues less Expenses	<u>\$ 129,621.00</u>	<u>\$ 146,900.00</u>	<u>\$ 0.00</u>		



KENILWORTH PARK DISTRICT

Revenue and Expenses Report For the 3 Months Ended March 31, 2026

	Current Month Actual	Year-to-Date Actual	Annual Budget	Remaining Budget	Collected Expended
CAPITAL PROJECTS FUND					
Revenues					
3903 - Gifts & Contributions	\$ 0.00	\$ 0.00	\$ 600,000.00	\$ (600,000.00)	0.00%
3905 - Capital Grants - State/Local	0.00	0.00	600,000.00	(600,000.00)	0.00%
3906 - Unreserved Equity Transfer In	0.00	0.00	320,000.00	(320,000.00)	0.00%
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>1,520,000.00</u>	<u>(1,520,000.00)</u>	<u>0.00%</u>
Expenses					
8002 - Machinery & Equipment	0.00	0.00	7,854.00	(7,854.00)	0.00%
8003 - Building & Grounds Improvements & Alterations	0.00	0.00	1,400,000.00	(1,400,000.00)	0.00%
8006 - Assembly Hall	0.00	0.00	45,000.00	(45,000.00)	0.00%
9000 - Debt Service-Principal	0.00	0.00	59,413.61	(59,413.61)	0.00%
9001 - Debt Service-Interest	0.00	0.00	6,982.39	(6,982.39)	0.00%
9002 - Debt Service- Agency Fees	0.00	0.00	750.00	(750.00)	0.00%
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>1,520,000.00</u>	<u>(1,520,000.00)</u>	<u>0.00%</u>
Excess Revenues less Expenses	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>		



Revenue and Expenses Report
For the 3 Months Ended March 31, 2026

	Current Month Actual	Year-to-Date Actual	Annual Budget	Remaining Budget	Collected Expended
STORCH MEMORIAL FUND					
Revenues					
3701 - Interest Income	\$ 0.11	\$ 0.34	\$ 800.00	\$ (799.66)	0.04%
3702 - Dividend Income	2,876.81	5,544.32	12,000.00	(6,455.68)	46.20%
3705 - Realized Gain/Loss On Investments	0.00	0.00	0.00	0.00	0.00%
3707 - Realized Gain On Sale Of Inves	(13,084.55)	14,194.76	0.00	14,194.76	0.00%
Total Revenues	<u>(10,207.63)</u>	<u>19,739.42</u>	<u>12,800.00</u>	<u>6,939.42</u>	<u>154.21%</u>
Expenses					
5705 - Realized Loss On Investments	0.00	0.00	0.00	0.00	0.00%
5899 - Storch Projects	0.00	1,445.00	50,000.00	(48,555.00)	2.89%
5900 - Investment Manager Fees	0.00	3,730.00	10,967.00	(7,237.00)	34.01%
Total Expenses	<u>0.00</u>	<u>5,175.00</u>	<u>60,967.00</u>	<u>55,792.00</u>	<u>8.49%</u>
Excess Revenues less Expenses	<u>\$ (10,207.63)</u>	<u>\$ 14,564.42</u>	<u>\$ (48,167.00)</u>		

Redline Comparison: Draft vs Final IGA

This document highlights key differences between the draft and final Intergovernmental Agreement.

Annual Meeting Language

Draft: Draft lacked annual meeting requirement. Final adds: "at an annual meeting or as otherwise agreed upon."

Equipment Provision

Draft: Draft allowed shared equipment. Final limits use to each Party's own equipment.

Special Services Removed

Draft: Draft included Special Services billing section. Final removes this entire section.

Scheduling Frequency

Draft: Draft required monthly schedule. Final changes to annual schedule.

Security & Access

Draft: Final adds updated language about access control and security procedures.

**INTERGOVERNMENTAL AGREEMENT BETWEEN KENILWORTH SCHOOL DISTRICT NO. 38 AND
KENILWORTH PARK DISTRICT FOR SHARED USE OF CERTAIN GROUNDS AND FACILITIES**

This Intergovernmental Agreement (“Agreement”) is made and entered into as of this 23rd day of March, 2026, by and between the Board of Education of Kenilworth School District No. 38 (“School District”), and Kenilworth Park District (“Park District”). School District and Park District are sometimes hereinafter referred to individually as a “Party” and together as the “Parties.”

Recitals

WHEREAS, the School District and Park District are units of local government as that term is defined in Article VII, Section 1, of the Illinois Constitution of 1970, and public agencies as that term is defined in Section 2 of the Intergovernmental Cooperation Act, 5 ILCS 220/2; and

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.* further provides that any power or powers, privileges, functions, or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency of this State; and

WHEREAS, there is significant overlap between the corporate boundaries of the School District and the corporate boundaries of the Park District, such that many residents of the School District are also residents of the Park District; and

WHEREAS, the Parties have a history of allowing shared use of School District and Park District grounds and facilities in furtherance of their respective corporate purposes, and the Parties have determined that it is in their respective best interests and the interests of their residents to continue this shared usage for the purposes, subject to the terms and conditions set forth in this Agreement; and

WHEREAS, the Parties have determined that the shared use of their grounds and facilities will not interfere with either Party’s delivery of recreational or educational activities for its residents, and have further determined that said usage will expand and promote public recreational and educational opportunities for the Parties’ mutual communities; and

WHEREAS, the School District and Park District have determined that the anticipated intergovernmental cooperation in the shared use of their grounds and facilities will result in financial economies and enhanced benefits to their respective residents.

NOW THEREFORE, in consideration of the foregoing and the mutual promises hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals. The Recitals set forth above are hereby incorporated by reference into this Agreement as though fully set forth herein, and all covenants, terms, conditions, and provisions of this Agreement shall be construed, interpreted, and enforced in accordance therewith.

2. Term. The initial term of this Agreement shall be for a period of three (3) years commencing on January 1, 2026 ("Initial Term"), unless earlier terminated pursuant to Section 14 of this Agreement. Following the expiration of the Initial Term, this Agreement shall thereafter automatically renew on the terms and conditions contained herein for successive three-year terms upon the anniversary of the Initial Term ("Renewal Term"), unless notice of the intent to terminate is given by either Party to the other not less than sixty (60) days prior to the expiration of the then current Term. The Initial Term and any Renewal Term shall collectively be referred to as the "Term."

3. Designated Representative. Each Party shall designate a representative in writing to the other Party, including the designated representative's name, position, telephone, cellular phone, and email address ("Designated Representative"). Each Party's Designated Representative shall oversee the operation and administration of, and ensure compliance with, the terms of this Agreement, and shall serve as the primary contact for the other Party with respect to the same, including but not limited to planned or scheduled use of the Parties' grounds and facilities and changes in planned or scheduled uses of the same.

4. Park District's Use of School District's Grounds and Facilities.

A. The Park District shall be entitled to use agreed-upon spaces in the Joseph Sears School, located at 542 Abbotsford Road, Kenilworth, Illinois 60043 (collectively and individually, the "School Facilities"), for Park District-sponsored programs on dates and at times mutually determined by the Parties at an annual meeting or as otherwise agreed upon, at such times when school activities are not already scheduled.

B. At all times when the Park District is scheduled to use the School Facilities, School District represents and agrees that they shall be clean, lighted, heated, and clear of any furniture or obstacles not normally present in that location that may prohibit or limit recreational activities.

C. School District shall grant Park District access to the School Facilities at such pre-approved times mutually determined by the Parties. During times when School District personnel are present, customarily on weekdays after school dismissal until 9:00 p.m., School District personnel will grant to authorized Park District staff and/or

volunteers prompt access to school areas approved for recreation activities pursuant to this Agreement. During times when School District personnel are not present, such as on weekends, holidays, and school break periods, in advance of scheduled Park District recreational activities, the School District will provide Park District with all appropriate building access to pre-approved Park District staff and/or volunteers, so that they may gain access to school areas approved for recreation activities. The Park District shall give the School District at least a 48-hour notice prior to accessing School Facilities during times when School District personnel are not present. The Park District shall provide a log of all its employees, volunteers, or agents that access School District Facilities during times when School District personnel are not present and shall promptly submit such log to the School District. Neither the Park District nor any of its employees, volunteers or agents may duplicate or authorize the duplication of any building access. The Park District shall be subject to generally applicable security procedures as delineated by the School District.

5. School District's Use of Park District's Grounds and Facilities.

A. The School District shall be permitted to use agreed upon Park District owned grounds and facilities (collectively and individually, the "Park District Facilities") for physical education, recess, and other school purposes, on dates and at times mutually determined by the Parties at an annual meeting or as otherwise agreed upon, at such times when Park District programs are not already scheduled.

B. At all times when the School District is scheduled to use the Park District Facilities, Park District represents and agrees that they shall be clean, lighted, heated, and clear of any furniture or obstacles that may prohibit or limit school or recreational activities.

C. Park District shall grant School District access to the Park District Facilities at such pre-approved times mutually determined by the Parties. During times when Park District personnel are present, Park District personnel will grant to authorized School District staff and/or volunteers prompt access to Park District Facilities approved for school and recreation activities pursuant to this Agreement. During times when Park District personnel are not present, such as on weekends, holidays, and school break periods, in advance of scheduled School District activities, Park District will provide School District with all appropriate building keys to be controlled and distributed to authorized School District staff and/or volunteers, so that they may gain access to school areas approved for recreation activities. Neither the School District nor any of its employees, volunteers or agents may duplicate or authorize the duplication of any building keys. Once the School District has completed its use of the Park District Facilities, it shall promptly return all building keys to the Park District.

6. **Scheduling Use.** At the annual meeting, the dates and times for the uses authorized by this Agreement shall be as mutually agreed upon in writing, subject to proper notification as set forth herein. The Parties shall prepare an annual master use schedule outlining the activities scheduled at all of the Parties' respective grounds and facilities for each month during the term of this Agreement ("Master Use Schedule"). Each Party shall notify the other Party of the proposed dates and times on and during which that Party desires to use the other Party's grounds or facilities to conduct programs or activities as contemplated by this Agreement. Each Party shall endeavor to provide as much advance notice of its proposed usage, or any changes to its planned usage, as possible, but shall provide not less than fourteen (14) days advance notice. In the event either Party fails to give notice as required, the other Party shall nevertheless endeavor to accommodate such uses unless such other Party has already programmed the subject venue for its own use, granted permission to a third party for its use, or otherwise determines it to be in the best interests of such other Party to deny the request. In the event that unforeseen or special circumstances arise that necessitate a change in the Master Use Schedule for any of the grounds or facilities, the Parties shall use their respective reasonable effort to accommodate the requested modification. Each Party shall notify the other Party in the event that that Party will not be using any of the other Party's grounds or facilities which that Party is scheduled to use under the Master Use Schedule. Such notice shall be given as far in advance of the scheduled use as is practicable by telephone and notice given in accordance with the notice provision in Section 16 of this Agreement, it being the intent of the Parties that the grounds and facilities of a Party may be used by that Party or by third parties permitted by that Party whenever it is not in use by the other Party notwithstanding that it was made available to the other Party under the Master Use Schedule.

7. **Maintenance.** Except as otherwise specifically provided in this Agreement, each Party shall provide normal and customary maintenance, custodial services, and utilities at its own facilities at no cost to the other Party. Additionally, each Party shall be responsible for the clean up and restoration of the other Party's facilities each time following their use.

8. **Equipment.** As of the Effective Date of this Agreement, the School District and Park District each own and ordinarily keep on hand a variety of educational, recreational, and sports-related equipment (collectively, the "Equipment"). It is understood and agreed by the Parties that each Party shall use its own Equipment during the Term of this Agreement in connection with any program or activity offered by that Party under this Agreement. Each Party may provide such additional or other supplies, materials, or equipment as it deems necessary for its programs and activities.

9. **Supervision.** Neither Party shall have any responsibility whatsoever for supervising the other Party's programs or activities, or supervising the other Party's employees, agents, volunteers, invitees, or affiliates. Each Party acknowledges and assumes complete responsibility for its employees, agents or volunteers used to supervise its activities hereunder.

10. **Repairs and Replacement.** The Parties understand and agree that, during the Term of this Agreement, each Party may incur costs for certain repairs and replacements to that

Party's equipment, grounds, or facilities (individually and collectively the "Property"), including those costs due to normal wear and tear. The Parties agree that a Party shall be responsible for and shall pay for such repairs and replacements of that Party's equipment, grounds, or facilities (except as otherwise set forth in Section 7) that occur as a result of normal wear and tear. To the extent that the cost of repairs and replacements exceeds what is agreed by the Parties to constitute normal wear and tear, each Party shall reimburse the other Party in an amount based on the excess wear and tear attributable to that Party's use of the other Party's Property during the term of this Agreement. If damage to either Party's Property is the direct result of the other Party's activity, other than normal wear and tear, each Party agrees that it shall promptly reimburse the other Party for the cost of necessary repairs or replacements to the other Party's Property. Any request for reimbursement by either Party shall include a complete itemization of all damages sustained and costs incurred to repair or replace the damaged Property, including statements and/or bills for materials and services. If damage to either Party's Property is the direct result of its own activity, that Party alone shall be responsible for the cost of necessary repairs or replacements of the damaged Property.

11. Insurance. Each Party, at its sole cost and expense, shall keep in full force and effect at all times during the Term of this Agreement, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with this Agreement. Each Party shall provide coverage that is at least as broad as:

A. Comprehensive general liability insurance, including contractual liability coverage, and such other types of insurance in such amounts and with such A-rated companies or through self-insurance risk pools as are reasonably acceptable to the School District and the Park District, but, in any event, no less than \$3,000,000 per occurrence. Such insurance shall be evidenced by annually providing to the other Party certificates of insurance. Said insurance shall name the other Party as an additional insured and will further provide that the insurance may not be modified, terminated, cancelled or non-renewed without at least thirty (30) days advance written notice by certified mail, return receipt requested, to the other Party.

B. Each Party shall keep and maintain Workers' Compensation Insurance covering all costs, statutory benefits and liabilities under State Workers' Compensation and similar laws for their respective employees. Any employee claim related to this Agreement will be the responsibility of the Party employer, and the other Party shall have no obligation whatsoever to provide workers' compensation for the other Party's employees.

The minimum insurance coverage specified in this Paragraph 12 may be provided by self-insurance, participation in a risk management pool, commercial policies of insurance, or a combination thereof. Given the duration of this Agreement, required insurance coverage and/or amounts may need to be modified to adequately protect the Parties against possible claims arising from the Parties' rights and obligations under the terms of this Agreement. The Parties shall, from time to time, mutually review the insurance coverage required in this Paragraph 12,

and shall mutually agree upon increases in coverage amounts or additional insurance as may be commensurate with similar agreements or other similarly situated parties in the Chicagoland area and as may be reasonably necessary to protect the Parties against these risks.

12. Indemnification. To the fullest extent permitted by law, each Party shall indemnify, defend and hold harmless the other Party, its elected and appointed officers, officials, employees, volunteers and agents (collectively, the "Indemnitees"), from and against any and all claims, damages, losses and expenses, including but not limited to legal fees (attorneys' and paralegals' fees and court costs), incurred by any of the Indemnitees for injuries to persons or for damage, destruction or theft of property arising out of or resulting from any activity, act or omission of the indemnifying Party, or of any employee, agent, affiliate, vendor, co-sponsor, invitee, contractor, student or volunteer of the indemnifying Party (the indemnifying Party and each and every such other person being hereinafter individually and collectively referred to as the "Indemnitor"), but only to the extent caused in whole or in part by any wrongful or negligent act or omission of the Indemnitor. Similarly, each Party shall indemnify, defend and hold harmless the Indemnitees from and against any and all claims, damages, losses and expenses, including but not limited to legal fees (attorneys' and paralegals' fees and court costs), incurred by any of the Indemnitees by reason of the Indemnitor's breach of any of its obligations under this Agreement.

13. Termination. Either Party may terminate this Agreement as follows:

A. This Agreement may be terminated immediately by either Party in the event of the other Party's material breach of any of its obligations under this Agreement, provided that, except as provided herein with respect to insurance coverage, the breaching Party has failed to cure any such breach within fourteen (14) days after receiving written notice of same from the non-breaching Party. Notwithstanding the foregoing, if the breaching Party shall have repeatedly breached the same or other provisions previously, the non-breaching Party may terminate this Agreement immediately without affording the breaching Party an opportunity to cure the breach, upon seven (7) days written notice to the breaching Party. Failure to maintain required insurance coverage shall be cause for immediate termination of this Agreement, or the immediate suspension of this Agreement until such insurance has been obtained and satisfactory proof thereof provided to the non-breaching Party, in either case upon written notice to the breaching Party without opportunity to cure.

B. In the event either Party shall have: (i) filed a voluntary petition in bankruptcy or made an assignment for the benefit of creditors; or (ii) consented to the appointment of a receiver or trustee for all or a part of its property; or (iii) an involuntary petition in bankruptcy shall have been filed and the same shall not have been dismissed within thirty (30) days of such filing, then in said event this Agreement shall automatically terminate.

C. Either Party may terminate this Agreement for any reason, or no reason, upon not less than one (1) year prior written notice delivered to the other Party in accordance with Paragraph 16 of this Agreement.

D. The Parties may mutually agree to terminate this Agreement in writing at any time.

The rights and obligations imposed by Paragraphs 12 and 13 of this Agreement shall survive the expiration or termination of this Agreement.

14. **No Waiver of Tort Immunity Defenses.** Nothing contained in this Agreement is intended to constitute nor shall constitute a waiver of the rights, defenses, and immunities provided or available to either Party under the Illinois Local Governmental and Governmental Employees Tort Immunity Act with respect to claims by third parties.

15. **Notice.** Notices shall be deemed properly given hereunder if in writing and either hand delivered or sent by United States certified mail, return receipt requested, postage prepaid, or email transmission with the sending Party retaining confirmation of receipt, to the Parties at their respective addresses provided below, or as either Party may otherwise direct in writing to the other Party from time to time:

If to School District:

Kenilworth School District 38
542 Abbotsford Road
Kenilworth, IL 60043
Attn: Superintendent
Email: kdonegan@kenilworth38.org

If to Park District:

Kenilworth Park District
410 Kenilworth Avenue
Kenilworth, IL 60043
Attn: Executive Director
Email: mhixenbaugh@kpdistrict.org

Notices sent by certified mail shall be deemed delivered the second business day following deposit in the mail, notices hand delivered shall be deemed given on the date of delivery, and notices sent by email transmission shall be deemed given on the date of transmission if between 9:00 AM and 5:00 PM on a business day, or, if later, the next business day.

16. **Compliance with Laws.** The Parties shall comply with all applicable federal, state, county, and local statutes, ordinances, rules, regulations, and codes.

17. **Payment.** Payments due and unpaid under this Agreement shall bear interest in accordance with the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 *et seq.*).

18. **Relationship of the Parties.** Nothing in this Agreement shall be deemed to create any joint venture or partnership between the Parties. Neither the Park District nor the School District shall have the power to bind or obligate the other except as to the extent expressly set forth in this Agreement.

19. **No Third-Party Beneficiaries.** Notwithstanding any provision herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a Party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the School District and/or the Park District.

20. **No Implied Waiver.** No waiver of any rights which either Party has in the event of any default or breach by the other Party under this Agreement shall be implied from the non-breaching Party's failure to take any action on any such breach or default and no express waiver shall affect any breach or default other than the breach or default specified in the express waiver and then only for the time and to the extent therein stated.

21. **Assignment.** This Agreement may not be assigned, in whole or in part, by either Party without the prior written consent of the other Party.

22. **Entire Agreement; Modifications.** This Agreement constitutes the entire agreement of the Parties with respect to the matters contained herein, and this Agreement supersedes any and all prior agreements and understandings, whether written or oral, formal, or informal. Any modifications to this Agreement must be in writing, signed by both Parties, and dated on or subsequent to the date hereof.

23. **Authority.** The individual officers of the Park District and the School District who have executed this Agreement represent and warrant that they have the full power and lawful authority to execute this Agreement and perform and fulfill the obligations and responsibilities contemplated hereunder on behalf of and in the name of their respective governing boards.

24. **Successor.** It is the intention of each Party hereto that this Agreement and each and every provision shall be binding on its successors.

25. **Multiple Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall, for all purposes, constitute a duplicate of original.

26. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of Illinois.

27. **Heading.** The various headings used in this Agreement as headings for sections or otherwise are for convenience only and shall not be used in interpreting the text of the section in which they appear.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the year and date first written above.

**BOARD OF EDUCATION OF KENILWORTH SCHOOL
DISTRICT NO. 38**

By: Katherine E. Jankul
Board President

Attest: en
Elisabeth Graham (Mar 26, 2026 10:30:15 CDT)
Board Secretary

KENILWORTH PARK DISTRICT

By: _____
Board President

Attest: _____
Board Secretary







Intergovernmental Agreement KDP and D38

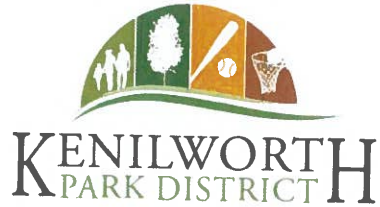
Final Audit Report

2026-03-26

Created:	2026-03-26
By:	Rachel White (rwhite@kenilworth38.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAdBJI0hCObl4QlzDHQtYpSAwtjzuh4ia

"Intergovernmental Agreement KDP and D38" History

-  Document created by Rachel White (rwhite@kenilworth38.org)
2026-03-26 - 2:39:19 PM GMT
-  Document emailed to lgraham@kenilworth38.org for signature
2026-03-26 - 2:52:09 PM GMT
-  Email viewed by lgraham@kenilworth38.org
2026-03-26 - 3:27:12 PM GMT
-  Signer lgraham@kenilworth38.org entered name at signing as Elisabeth Graham
2026-03-26 - 3:30:13 PM GMT
-  Document e-signed by Elisabeth Graham (lgraham@kenilworth38.org)
Signature Date: 2026-03-26 - 3:30:15 PM GMT - Time Source: server
-  Agreement completed.
2026-03-26 - 3:30:15 PM GMT



Assembly Hall Patio Furniture Summary

To: Board of Park Commissioners
From: Michael Hixenbaugh, MS, CPRP
Date: April 16, 2026

The following is a summary of pricing and options for the new patio furnishings at Assembly Hall:

- 1) **Polywood Square (37.6" x 37.63") Lakeside Select Finish**-\$1,895 each
Wood Grain Finish-Natural, Kona, & Slate Grey
- 2) **Polywood Round (48") Lakeside Signature Finish**-\$1,495 each
Green, Brown
- 3) **Polywood Square (37.6" x 37.63") Lakeside Signature Finish**-\$1,395
green, brown
- 4) **BARCO (37"x 37")**-\$2,289 each, green & brown
- 5) **Home Depot Polywood (37.6 x 37.63)**-\$1,549 each-green & mahogany

The staff recommendation is either the Pollywood Square brown or green 5-piece table set for a cost of \$1,395 each for a total of \$13,950 for (10) sets.

- Dining
- Seating
- Tables
- Planters
- Pillows & Decor
- Collections
- New & Featured
- Designer Series

Home > Lakeside 5-Piece Farmhouse Dining Set



\$1,895.00

POLYWOOD

\$1,895 Natural



#1

Q

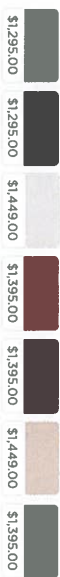


POLYWOOD COLOR: **Natural**

[See details](#)

POLYWOOD Heritage™ :

The original all-weather plastic lumber featuring the POLYWOOD Signature™ finish.



①

POLYWOOD Vintage™ :

Elevated earth tones featuring the POLYWOOD Wirebrush™ finish for enduring character.



①

POLYWOOD Select™ :


Our premium POLYWOOD GenuineGrain™ finish with TrueTone hues for textural depth.



①

CHOOSE LEG STYLE Pedestal

#1



Pedestal Legs
+\$0
Original design with classic style and timeless appeal.



Trestle Legs
+\$200
Streamlined style with generous legroom for all seats.

LEAD TIME: 10-15 business days

[Shipping Policy](#)



Eligible for White Glove Delivery

Select this premium service at checkout. Scheduled delivery to your outdoor space, including assembly and removal of all packaging.

[Learn More](#)

\$1,895.00

- 1 +

ADD TO CART

20-Year Warranty

Low Maintenance

Made in the USA

Free Shipping*

- Dining
- Seating
- Tables
- Planters
- Pillows & Decor
- Collections
- New & Featured
- Designer Series

Home > Lakeside 5-Piece Farmhouse Dining Set



\$1,895.00

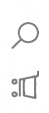
POLYWOOD

\$1,095

Kona



#1



SKU: FW31140-1



POLYWOOD COLOR: Kona

[See details](#)

POLYWOOD Heritage™ :

The original all-weather plastic lumber featuring the POLYWOOD Signature™ finish.

-  \$1,295.00
-  \$1,449.00
-  \$1,395.00
-  \$1,395.00
-  \$1,449.00
-  \$1,395.00

①

POLYWOOD Vintage™ :

Elevated earth tones featuring the POLYWOOD Wirebrush™ finish for enduring character.

-  \$1,795.00
-  \$1,795.00
-  \$1,795.00

①

POLYWOOD Select™ :


Our premium POLYWOOD GenuineGrain™ finish with TrueTone hues for textural depth.

-  \$1,895.00
-  \$1,895.00
-  \$1,895.00

①

#1

CHOOSE LEG STYLE Pedestal



Pedestal Legs
+\$0
Original design with classic style and timeless appeal.



Trestle Legs
+\$200
Streamlined style with generous legroom for all seats.

LEAD TIME: 10-15 business days

[Shipping Policy](#)



Eligible for White Glove Delivery

Select this premium service at checkout. Scheduled delivery to your outdoor space, including assembly and removal of all packaging.

[Learn More](#)

\$1,895.00

- 1 +

ADD TO CART

20-Year Warranty 

Low Maintenance 

Made in the USA 

Free Shipping* 

- Dining
- Seating
- Tables
- Planters
- Pillows & Decor
- Collections
- New & Featured
- Designer Series

Home > Lakeside 5-Piece Farmhouse Dining Set



\$1,895.00

\$1,895

Slate grey

POLYWOOD



#1



SKU: PWDJ19071





POLYWOOD



Dining

Seating

Tables

Planters

Pillows & Decor

Collections

New & Featured

Designer Series

Home > Lakeside > Lakeside 5-Piece Round Farmhouse Dining Set

Lakeside 5-Piece Round Farmhouse Dining Set

★★★★★ 116

\$1,495.00

green

\$1,495

#2



SKU PWS648-1

POLYWOOD COLOR: Green

[See details](#)

POLYWOOD Heritage™ :

The original all-weather plastic lumber featuring the POLYWOOD Signature™ finish.



①

POLYWOOD Vintage™ :

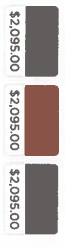
Elevated earth tones featuring the POLYWOOD Wirebrush™ finish for enduring character.



①

POLYWOOD Select™ :

Our premium POLYWOOD GenuineGrain™ finish with TrueTone hues for textural depth.



①

LEAD TIME: 10-12 business days

[Shipping Policy](#)

#2



Eligible for White Glove Delivery

Select this premium service at checkout. Scheduled delivery to your outdoor space, including assembly and removal of all packaging.

[Learn More](#)

\$1,495.00

- 1 +

ADD TO CART

20-Year Warranty

Low Maintenance

Made in the USA

Free Shipping*

PRODUCT DETAILS

- Transitional chair style balances form and function
- Seats 4; seating tucks neatly under table when not in use
- Slatted tabletop features 1.625" umbrella hole and thin gaps for water drainage
- Withstands storms and strong winds; low-maintenance and easy to clean

Dining

Seating

Tables

Planters

Pillows & Decor

Collections

New & Featured

Designer Series

Home > Outdoor & Patio> Outdoor Dining> Dining Sets

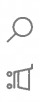


\$1,395.00

POLYWOOD

~~\$1,395~~

Brown



SKU PWS1148-1



#3





POLYWOOD



Dining

Seating

Tables

Planters

Pillows & Decor

Collections

New & Featured

Designer Series

Home > Lakeside > Lakeside 5-Piece Farmhouse Dining Set

Lakeside 5-Piece Farmhouse Dining Set

★★★★★ 30

\$1,395.00

green
\$1,395



#3

SKU PWS1148-1



POLYWOOD COLOR: Green

[See details](#)

POLYWOOD Heritage™:

The original all-weather plastic lumber featuring the POLYWOOD Signature™ finish.

-  \$1,295.00
-  \$1,449.00
-  \$1,395.00
-  \$1,395.00
-  \$1,449.00
-  \$1,395.00
-  \$1,395.00

POLYWOOD Vintage™:

Elevated earth tones featuring the POLYWOOD Wirebrush™ finish for enduring character.

-  \$1,795.00
-  \$1,795.00
-  \$1,795.00

POLYWOOD Select™:

Our premium POLYWOOD GenuineGrain™ finish with TrueTone hues for textural depth.

-  \$1,895.00
-  \$1,895.00
-  \$1,895.00

CHOOSE LEG STYLE Pedestal

#3



Pedestal Legs
+\$0
Original design with classic style and timeless appeal.



Trestle Legs
+\$100
Streamlined style with generous legroom for all seats.

LEAD TIME: 10-12 business days

[Shipping Policy](#)



Eligible for White Glove Delivery

Select this premium service at checkout. Scheduled delivery to your outdoor space, including assembly and removal of all packaging.

[Learn More](#)

\$1,395.00

- 1 +

ADD TO CART

20-Year Warranty



Low Maintenance



Made in the USA



Free Shipping*





#4

\$2,289

each

green

Home > Patio Furniture > Patio Furniture Sets > Traditional 5-Piece Patio Dining Set



50 50 Years Guaranteed Against Breakage

Easy-Assembly

Eco Friendly

Optional Accessories

Lucina Premium Wind-Resistant Umbrellas

UM-04



As low as \$539.00

Qty

Concrete Filled Resin Umbrella Base

UM-F09



As low as \$103.00

Qty

Home > Patio Furniture > Patio Furniture Sets > Traditional 5-Piece Patio Dining Set



Q2, 289 each



Evanston 10PM

60202

W.



Evanston 10PM

60202



Shop All Services

DIY

Log In

... / [Patio Furniture](#) / [Patio Dining Furniture](#) / [Patio Dining Sets](#) / [POLYWOOD Patio Dining Sets](#)

Internet # 326206096 Model # PWS2053-1-MA

#5

\$1,549 Brown/Mahogany



Hover Image to Zoom



Live Chat

Feedback

SHOP SPRING BLACK FRIDAY DEALS >

POLYWOOD

Mission 5-Piece Farmhouse Plastic Square Outdoor Dining Set in Mahogany

★★★★★ Questions & Answers



UP TO 40% OFF Select Appliances. Shop Now.

#5



Evanston 10PM 60202

What can...



Evanston 10PM 60202

Shop All Services

DIY

Log In

CART (10)

\$1,549 Green

Share

Select All

Remove

Save to List

Save for Late

Pickup

Evanston (1 item)



POLYWOOD

Mission 5-Piece Farmhouse Plastic Square Outdoor Dining Set in Green

Number of Pieces: **5-Piece**

Includes Patio Cover: **Without Cover**

Frame Finish: **Green**

Seat Color: **Green**

\$15,490.00

(\$1,549.00/item)

Feedback

Quantity selector: - 10 +

Click here to chat!

Recently Viewed



POLYWOOD Mission 5-Piece Farmhouse Plas...

★★★★★ (0)

\$1,549⁰⁰

Add to Cart



POLYWOOD 9-Piece Oxford Farmhouse...

★★★★★ (10)

\$3,149⁰⁰ /set

Add to Cart



StyleWell Amberview 6-Piece Sling Folding...

★★★★★ (578)

\$139⁰⁰

Add to Cart



Set of 4 S Wicker O

★★★★★

\$360⁶

Ad

Customers Also Purchased...

Top Rated

Top Rated

Native Plant Installation Proposal – Playground Enhancement (Kenilworth Park District- Townley 2026)

This proposal outlines the installation of a cohesive native planting design surrounding the playground area. The goal is to create a safe, visually appealing, and ecologically beneficial environment that supports pollinators while maintaining clear sightlines for supervision.

Design Overview

The design is divided into five sections (A–E), each tailored to site conditions while maintaining a unified aesthetic. Color echoes of yellows, purples and blue with hints of orange plus a robust plant repetition ensure cohesion across all areas.

Section A

Lower-growing native species are used to preserve clear visibility into the playground.

Section B

Similar to Section A, plant heights are intentionally kept lower to maintain open sightlines.

Section C

Features a narrow Amelanchier tree along the fence line to provide vertical interest and seasonal beauty.

Section D

This more shaded section incorporates shade-tolerant native species suited to reduced sunlight.

Section E

Highlights a mulch pathway (installed by Park District staff) encouraging exploration around the Native American totem pole, with slightly taller pollinator-friendly plantings.

Erosion Control & Edging Strategy

Border plantings of *Sporobolus heterolepis* and *Allium cernuum* will be installed along bed edges to help retain mulch and prevent washout onto the playground surface. This natural edging solution enhances both function and appearance.

Ecological Benefits

The plant palette supports butterflies, bees, and hummingbirds by providing nectar sources, habitat, and nesting areas. Native species are selected for resilience, seasonal interest, and ecological value.

Installation Details

- Total Project Cost: \$6,000.00 Due to fluctuations in fuel costs and occasional supply shortages (varieties may be substituted), prices may be adjusted as needed. We appreciate your understanding
- Includes: Plant material (primarily plug trays), delivery, and on-site layout assistance.

- Baptisia will be installed as plugs, for cost effectiveness, but spaced appropriately due to mature size.
- Woody trees and shrubs are individually specified.
- Installation support: Two-day on-site layout guidance for Park District staff.
- Post-installation: Mulching and regular watering required.
- Ideal Installation Window: June 16 – June 30, 2026.

Site Preparation Requirements

Park District staff will implement a weed management and weed prevention program prior to installation to reduce competition and improve plant establishment success. Park district staff is recommended to install the mulch path first.

Additional Notes

The provided images are artist renditions intended to convey the overall feeling and design direction of the garden. They are conceptual and may be subject to adjustments during the installation process. Furthermore, some of the existing plant material may need to be relocated. For example some of the Red Twig Dogwood in the pathway of the new mulch path will be relocated within that portion of the garden.

Plants will be installed in naturalistic groupings of 3, 5, and 7 to create a more cohesive, flowing, and visually appealing planting design. It will also allow park district staff a visual advantage for future weed management.

Eaches	quantity of plug tray ordering		height		section A	section B	section C	section D	section E
	1	New England Aster (Symphyotrichum novae- angliae) 50 count	3-5'	Fall nectar					X
	2	Black-eyed Susan (Rudbeckia fulgida) 72 count	2-3'	Mid-season		X	X	X	X
	1	Coreopsis 50 count	12"-18"	Mid-season			X		
	1	Wild Bergamot (Monarda fistulosa) 50 count	2-3'	Mid-season			X	X	X
12		Baptisia (large substantial perennial) Eaches	3'-4'	Spring- early summer blooms	X	X	X	X	
	1	Nodding Onion (Allium cernuum) 50 count	1-2'	Spring- early summer blooms nectar		X		X	
	2	Wild Geranium (Geranium maculatum) 32 count	1-2'	Spring- early summer blooms nectar			X	X	
	1	Asclepias tuberosa 50 count	18"-30"	Summer- fall nectar/host	X	X		X	
	1	Helenium autumnale 50 count	24"-40"	Summer- fall nectar	X	X		X	
	1	Prairie Blazing Star (Liatris aspera) 50 count	3-5'	Summer- fall nectar	X	X		X	
	2	Purple Coneflower (Echinacea purpurea) 50 count	2-3'	Summer- fall nectar	X	X	X	X	X
	1	Little Bluestem grass (Schizachyrium scoparium) 50 count	2-3'	Structural grasses			X		
	2	Prairie drop seed (Sporobolus heterolepis) 50 count	12"-18"	Structural grasses	X	X	X		
	1	Switchgrass (Panicum virgatum) 50 count	3'-5'	Structural grasses	X		X	X	
4		Sambucus canadensis #3	5'-9'	native shrub			2	1	1
3		Viburnum lantana #3	6'-8'	native shrub				3	

Concept Images by Section



Section A

artist rendition image here representing the design intent and plant composition for this section.



Section B

artist rendition image here representing the design intent and plant composition for this section.



Section C

artist rendition image here representing the design intent and plant composition for this section.



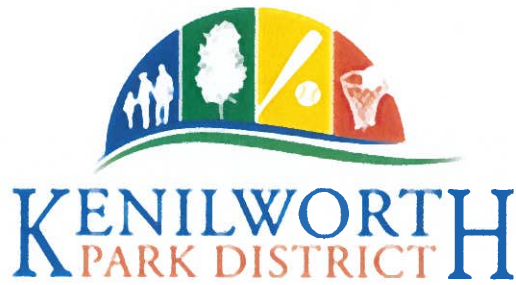
Section D

artist rendition image here representing the design intent and plant composition for this section.



Section E

artist rendition image here representing the design intent and plant composition for this section.



Cyber Security & Incident Response Plan

Adopted: April 16, 2026

Kenilworth Board of Park Commissioners

Cyber Emergency Contacts:

Executive Director-	847-376-9238 (mobile)
ExcalTech-IT Provider-	847-842-9570 (24/7 emergency hotline)
PDRMA 24/7-	630-769-0332 (24/7 emergency hotline)
Joseph Sears School	847-853-3889 (daytime only)

What to Report:

- 1) The date, time, and location of Data Incident
- 2) A general description of the type of Data Incident (hacking, malware, lost laptop etc.)
- 3) The personal or confidential information and the computer system(s), application(s), or storage medium affected or at possible risk.
- 4) Any actions taken since the discovery of the Data Incident.

Kenilworth Park District

INFORMATION SECURITY INCIDENT RESPONSE PLAN

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I. PURPOSE AND OVERVIEW

The Kenilworth Park District (the “Park District”), as part of its day-to-day operations, may collect and retain certain Personal Information (“PI”) (defined below), as well as other confidential and sensitive information regarding its employees, volunteers, patrons, visitors, and other third parties. The Park District must effectively respond to and manage Data Incidents (defined below) that may compromise the confidentiality, integrity, or availability of information systems, data or network resources that create, store, maintain or transmit PI or the Park District’s other confidential and sensitive information. Accordingly, the Park District has adopted this Information Security Incident Response Plan (the “Plan”) to provide oversight and guidance for the Park District’s response to any Data Incident. This Plan applies to all Park District employees, volunteers, agents, and independent contractors who have access to PI or Park District’s other confidential and sensitive information.

Depending on the nature and extent of the Data Incident, such actions may consist of the following steps, some of which may take place concurrently:

- Initial Containment: Immediately coordinate efforts with the appropriate members of the Incident Response Team and other third parties (as necessary and appropriate) to contain the Data Incident.
- Initial Assessment: Conduct an initial assessment and evaluation of the Data Incident.
- Classification of the Data Incident: Evaluate and assign a severity level to the Data Incident.
- Plan Activation and Internal Notifications: Based on the severity level, activate the Plan and notify appropriate stakeholders.
- Additional Containment, Remediation, and Investigation: Confirm the Data Incident is contained and investigate the cause, nature, and extent of the Data Incident.
- External Notifications: At the direction of counsel, notify individuals, law enforcement, regulators, or other external parties based on applicable legal or contractual requirements.
- Documentation: Complete a Data Incident Log to document Park District’s response to the Data Incident.
- Evaluation: Use the Data Incident as an opportunity to improve the Plan and Park District’s data protection precautions.

If the Park District discovers a potential data security incident that may involve individuals’ personal information, involves a loss of funds, or is affecting the Park District’s ability to operate, the Park District should immediately contact Park District Risk Management

Agency (PDRMA). PDRMA can be contacted 24/7 at 630.769.0332. PDRMA encourages early reporting of potential incidents.

If there is a reasonable possibility that a Data Incident may involve unauthorized access to PI, it is important for legal counsel to be promptly notified and involved in the response. If notifications to individuals, regulators, or other parties are necessary, the Park District will provide those notifications in accordance with applicable law.

All Park District personnel must immediately report any actual or suspected Data Incident to the IT Help Desk (ExcalTech) and the Executive Director. The IT Help Desk shall notify the Incident Response Manager (Executive Director) of any actual or suspected Data Incidents. The Incident Response Manager is identified in Appendix 2. The Incident Response Manager will determine if the Plan is activated based on the severity of the Data Incident. In the event the Plan is activated, the Incident Response Team (IRT) will convene and take steps to respond to the Data Incident in accordance with this Plan and applicable law.

The Executive Director, under the guidance of corporate and PDRMA legal counsel will determine whether and how to notify internal or external parties regarding a Data Incident based on Park District's investigation of a Data Incident to ensure Park District meets its obligations under its contractual obligations and applicable law. Depending on the Data Incident, the Park District may need to notify one or more of the following categories of individuals or organizations during the response to the Data Incident:

- PDRMA.
- Law enforcement.
- Park District employees.
- Park District Board of Commissioners.
- Individuals whose PI was subject to unauthorized access or acquisition.
- State attorneys general or other applicable regulators.
- Media.
- The Park District's financial institution(s).
- The Park District's credit card processor.
- Credit reporting agencies.

Legal counsel, on behalf of the Park District, with the consent of the Park District's cyber insurer (through PDRMA) if possible and as applicable, may engage external vendors to assist legal counsel with investigating and analyzing the Park District's legal obligations arising from the Data Incident and ensuring the Park District complies with such obligations. These vendors may include, but are not limited to, outside privacy counsel, forensic security firms, public relations firms, notification services vendors, and eDiscovery firms.

If the Park District receives notice or discovers that one of its vendors or subcontractors that has access to the Park District's network or otherwise maintains any Park District PI sustains a Data Incident, the Park District will follow this Plan to investigate and respond to the vendor's incident in the same manner as if the incident occurred within the Park District's network.

II. DEFINITIONS

Data Incident - The actual, attempted, or suspected unauthorized access, acquisition, use, disclosure, modification, or destruction of PI and/or other confidential and sensitive information regarding the Park District's employees, volunteers, patrons, visitors, and other third parties,

including any actual or suspected “breach” or “breach of security” as that term is defined by any applicable law, including a “breach of the security of the system data” as defined by the Illinois Personal Information Protection Act, 815 ILCS 530. Not all Data Incidents involve malicious/criminal activity. A Data Incident can also involve accidental disclosures of sensitive information such as inclusion in unencrypted emails or website information. Data Incidents involving either electronic or paper records should be investigated in accordance with this Plan.

Personal Information (“PI”) - An individual’s last name and the individual’s first name or first initial, in combination with any of the following unencrypted elements: (ExcalTech)

- Social Security number.
- Driver’s license number, other state identification number, or foreign country equivalent.
- Passport number.
- The individual’s financial account number, including a credit or debit card account number, with or without any required security code, access code, personal identification number, or password, that would permit access to the individual’s financial account.
- Medical information, including any information regarding an individual’s medical history, mental or physical condition, or medical treatment or diagnosis by a healthcare professional, including such information provided to a website or mobile application.
- Health insurance information, including an individual’s health insurance policy number or subscriber identification number, any unique identifier used by a health insurer to identify the individual, or any medical information in an individual’s health insurance application and claims history, including any appeals records.
- An individual’s taxpayer identification number or an identity protection personal identification number issued by the United States Internal Revenue Service.
- Unique biometric data generated from measurements or technical analysis of human body characteristics used to authenticate an individual, such as a fingerprint, retina or iris image, or other unique physical representation or digital representation of biometric data.
- Username or email address, in combination with a password or security question and answer that would permit access to an online account.
- A private key that is unique to an individual and that is used to authenticate or sign an electronic record.
- Any other data element that may be included within the definition of “personal information” or “private information” under any applicable data breach notification statute or regulation.

III. INCIDENT RESPONSE TEAM

The Incident Response Manager is responsible for overseeing the execution of the Plan, including the Park District’s investigation and response to a Data Incident. The roles and responsibilities of the Incident Response Manager are set forth in Appendix 1, and the contact information for the Incident Response Manager is set forth in Appendix 2.

The Incident Response Team (“IRT”) shall assist the Incident Response Manager when necessary and appropriate with respect to any Level 1, Level 2, or Level 3 Data Incidents. The roles and responsibilities of the IRT are set forth in Appendix 1, and the contact information for the IRT members is set forth in Appendix 2.

The Incident Response Manager and/or the IRT may deviate from the Plan to the extent necessary and appropriate to respond to a Data Incident.

IV. PREPARATION AND TRAINING

The Incident Response Manager and IRT shall provide training on the Plan for Park District employees and other third parties according to, and consider, their assigned roles and responsibilities on an annual basis. For example, regular users of Park District's information systems may only need to know who to call or how to recognize a Data Incident on the information system; system administrators may require additional training on how to handle/remediate incidents; and incident responders may receive more specific training on forensics, reporting, system recovery, and restoration. Incident response training includes user training in the identification and reporting of suspicious activities, both from external and internal sources.

At least once per year, the Incident Response Manager and IRT shall conduct and document regular testing of the Plan against an identified threat to determine the overall effectiveness of the Park District incident response procedures through a tabletop exercise, security incident simulations, or other similar comprehensive exercises. The Incident Response Manager and IRT shall review the results of such testing and propose changes to the Plan to incorporate lessons learned.

The Park District shall continuously engage in reasonable, appropriate, and proactive monitoring, detection, and analysis activities of Park District's information systems, including, but not limited to, the following:

- Review security events and alerts for indicators of compromise.
- Update security event triggers based on current threats and periodically test alert mechanisms.
- Track, investigate, and document security events, alerts, and Data Incidents.
- To the extent possible, incorporate automated mechanisms to track, investigate, and document security events, alerts, and Data Incidents.

V. DATA INCIDENT INFORMATION REQUESTS

When responding to a Data Incident, it is important for the Park District to effectively manage the communication of information about the Data Incident to ensure that accurate information is provided in a way that assists stakeholders but does not jeopardize the Park District's investigation. If any Park District employee receives a request for information about the Data Incident from an external party, including media, law enforcement, or regulators, the request should be reported to the Incident Response Manager. The Incident Response Manager should consult with legal counsel and the IRT to respond to the request.

Unless approved by the Incident Response Manager, information regarding a Data Incident should not be shared outside of the IRT and senior Park District leadership. If information about a Data Incident is shared with a wider audience within the Park District or with any external parties, the information should not identify any specific individuals to protect all individuals' privacy. Privileged reports and communications with legal counsel or engaged third parties should not be shared beyond those internal individuals with a need to know the information to assist the Park District with analyzing and complying with its legal obligations. If external notifications are

determined to be appropriate under applicable law, the IRT will develop a communications plan to respond to questions or requests from notified individuals or other external parties.

VI. DATA INCIDENT REPORTING PROCEDURES

All Park District personnel with knowledge of an actual, attempted, or suspected Data Incident must immediately notify the IT Help Desk (ExcalTech) of the Data Incident. The IT Help Desk shall notify the Incident Response Manager of any actual or suspected Data Incidents. The Incident Response Manager will determine if the Plan is activated based on the severity of the Data Incident. In the event the Plan is activated, the IRT will convene and take steps to respond to the Data Incident in accordance with this Plan and applicable law.

Anyone reporting an actual or suspected Data Incident may be required to assist the Incident Response Manager and/or IRT by providing details to assist with the investigation and assessment of the situation.

What you need to Report (if known):

- The date, time, and location of the Data Incident.
- A general description of the type of Data Incident (e.g., hacking event, malware, lost laptop, accidental disclosure, etc.).
- The PI and/or other confidential information and the computer system(s), application(s), or storage medium affected or at possible risk.
- Any actions undertaken since the discovery of the Data Incident.

VII. INCIDENT RESPONSE PROTOCOL

1. Initial Containment

Upon being notified of an actual, attempted, or suspected Data Incident, the IT Help Desk (or other internal or external information technology professional utilized by the Park District) and the Incident Response Manager shall immediately determine whether the Data Incident has been contained. If the Data Incident has not been contained, then the Incident Response Manager should immediately coordinate efforts with the appropriate members of the IRT and other third parties (as necessary and appropriate) to contain the Data Incident.

The steps required to contain the Data Incident will depend on the specific facts and circumstances of the Data Incident. Such steps may include, but are not limited to, the following:

- Disabling internet connectivity from affected systems.
- Remove PI or other sensitive information from affected sites, systems, or applications.
- Shutting down applications or third-party connections, reconfiguring firewalls, updating antivirus software, changing computer access codes, and modifying physical access controls.
- Changing applicable passwords for accounts that have access to the affected PI or other sensitive information, including system processes and authorized users, and, if it is determined that an authorized user's account was compromised and used by an intruder, disabling the account.
- Monitoring systems and the network for signs of continued intruder access.

To the extent possible, all potential forensic evidence (hard drives, images, logs) should be preserved during the containment and remediation of the Data Incident.

2. Initial Assessment

The Incident Response Manager shall conduct an initial assessment and evaluation of the Data Incident. As part of the initial assessment, the IT Help Desk and/or Incident Response Manager shall, to the extent possible at that time, identify:

- The date and time of the Data Incident.
- The person(s) reporting the Data Incident.
- The person(s) discovering the Data Incident.
- The way Data Incident occurred (e.g., data device misplaced, data theft, hacking event, etc.).
- The PI and/or other sensitive/confidential information potentially lost or compromised.
- The storage medium from which any PI, data and/or other sensitive/confidential information was accessed, lost, or otherwise affected (e.g., laptop, backup tapes, hard-copy printout, server, etc.).
- The information systems, network resources and/or applications that were or may have been affected.
- The countermeasures enabled, if any, when the access, loss or theft occurred (e.g., full computer encryption on laptop, file/folder encryption on certain files on laptop, etc.).
- The existing security controls or security controls that can be immediately updated to address and remediate the Data Incident.
- If data was lost in transfer, the tracking number and name of the company shipping the data.
- The number of individual(s) potentially affected.
- The location of individual(s) potentially affected (i.e., the state(s) or country(ies) in which the individual(s) resides).
- The identity(ies) of individual(s) potentially affected.

3. Classification of the Data Incident

Based on the information gathered during the initial assessment described above, the Incident Response Manager will assign a severity level to the Data Incident. As an existing Data Incident changes in severity, the Incident Response Manager shall reassign the Data Incident to the appropriate Data Incident classification. If a Data Incident may be between two Data Incident classifications, then the Data Incident shall be assigned to the higher of the two classifications.

The following Data Incident classification table is used to assign the proper classification. 0-Green, 1-Yellow, 2-Orange, & 3-R

Level 0/Green

A Data Incident is designated as Level 0 if:

After a preliminary review it is determined that it is a false alarm or there is no impact to any Park District PI, data, or system.

Level 1/Yellow

A Data Incident is designated as Level 1 if:

Impacts only the Park District's non-critical information systems, network resources, or data.

It is quickly mitigated or prevented by existing Park District security controls.

Can be quickly mitigated or prevented by updating Park District security controls.

Poses little to no risk to PI or Park District's other confidential and sensitive information or Park District's information systems, network resources, applications, or data.

Level 2/Orange

A Data Incident is designated as Level 2 if:

Impacts up to two critical Park District information systems, network resources, or data sources.

Creates a risk to PI or Park District's other confidential and sensitive information or Park District's information systems, network resources, applications, or data.

Involves a potential loss of funds, including through fraudulent transfers.

Level 3/Red

A Data Incident is designated as Level 3 if:

There is imminent danger that a large amount of PI or Park District's other confidential and sensitive information can be accessed, used, modified or destroyed by an unauthorized person or if the disclosure or access of PI or Park District's other confidential and sensitive information has already occurred to a large extent.

Three or more critical Park District information systems, network resources or sources of data are impacted.

Organizations outside of the Park District could be or are being impacted by the Data Incident.

The Data Incident could impact any person's physical safety.

Significant Park District services are being degraded or stopped by the Data Incident.

Involves a meaningful risk of a significant loss of funds or other legal liability for the Park District.

Involves ransom and/or extortion.

4. Plan Activation and Initial Notifications

If the Incident Response Manager determines that a Data Incident is classified as a Level 2 or Level 3 incident, the Incident Response Manager, or other designated Park District representative, must immediately contact PDRMA. For Level 1 or Level 0 incidents, the Park District has the option to notify PDRMA, as well. PDRMA can be contacted 24/7 at 630.769.0332.

Once contacted, PDRMA will assist the Park District with notifying its cyber insurance carrier and as needed, engaging approved service providers, including legal counsel, to assist the Park District with responding to the Data Incident.

Based on the classification of the Data Incident, this Plan will be activated as follows:

Level 0	The Plan is NOT activated. The IT Help Desk and/or the Incident Response Manager will personally remediate and/or monitor the Data Incident and/or assign and oversee the appropriate Park District staff to remediate and/or monitor the Data Incident. The assigned staff will provide regular status reports to the Incident Response Manager regarding the Data Incident.
Level 1	If the IT Help Desk (ExcalTech) is made aware of the Data Incident prior to the Incident Response Manager (Executive Director) they will promptly notify the Incident Response Manager, and the Incident Response Manager will determine whether gathering some or all the IRT is necessary.
Level 2	If the IT Help Desk (ExcalTech) is made aware of the Data Incident prior to the Incident Response Manager, they will immediately notify the Incident Response Manager. The Incident Response Manager will promptly gather the IRT and will report on the Data Incident and its severity level and activate the Plan, as necessary and appropriate to address and remediate the Data Incident.
Level 3	If the IT Help Desk (ExcalTech) is made aware of the Data Incident prior to the Incident Response Manager, they will immediately notify the Incident Response Manager. The Incident Response Manager will immediately gather the IRT and will report on the Data Incident and its severity level and activate the Plan, as necessary and appropriate, to address and remediate the Data Incident.

5. Additional Containment, Remediation, and Investigation

The Incident Response Manager and the IRT shall develop a response plan and assign roles and tasks to appropriately respond to the Data Incident, including consideration for the following:

- Identifying the root cause of the Data Incident.
- Whether the Park District should undertake additional steps to mitigate the risk of a subsequent Data Incident (e.g., restore integrity to the data system).
- Identifying the individuals whose information may have been involved in the Data Incident.
- Whether additional steps can be taken to mitigate any risk of identity theft or fraud to any individuals.

- Whether to engage any third-party vendors to further assist Park District and its counsel in analyzing and responding to the Data Incident. External resources may be particularly appropriate for Level 2 and 3 Data Incidents. Such vendors may include any of the following:
 - External legal counsel.
 - Forensic security firm.
 - eDiscovery vendor.
 - Ransom negotiator.
 - Public relations firm.

To the extent a decision is made to engage third-party vendors, the Park District should coordinate with PDRMA and the Park District's cyber insurance carrier to ensure that such engagements and vendors are approved to the extent necessary.

6. External Notifications

After the Data Incident is investigated, the Incident Response Manager, with the assistance of the IRT and outside legal counsel, will assess the notification obligations imposed by applicable data breach notification laws based on the locations of the potentially affected individuals. Depending on the Data Incident, the Park District may need to notify one or more of the following categories of individuals or organizations:

- Individuals whose PI was subject to unauthorized access or acquisition.
- State Attorneys general or other applicable regulators.
- Law enforcement.
- The Park District Board of Commissioners.
- Park District employees.
- Media.
- The Park District's financial institution(s).
- Credit reporting agencies.

Communications with any external persons or organizations regarding a Data Incident should be made through, or at the direction of, legal counsel.

The Park District should consult with its counsel to ensure that it is notifying and updating the Park District Board of Commissioners in a manner that appropriately informs the board, maintains necessary confidentiality regarding the Data Incident and the Park District's response, and complies with the Illinois Open Meetings Act, 5 ILCS 120. The board should consider utilizing closed meetings to discuss issues regarding an ongoing Data Incident response, to the extent permissible under the Open Meetings Act.

Unless notification to individuals is delayed or barred for law enforcement reasons, once it has been determined to provide notice regarding the Data Incident, affected individuals shall be notified in the most expedient manner possible and in compliance with any applicable time frames for such notice set forth in applicable state, federal, or international laws.

The content of the notification shall comply with the applicable laws in which the affected individuals reside, and shall at a minimum include the following:

- A brief description of the Data Incident and how the PI was accessed, disclosed, lost, or otherwise compromised.
- The approximate date of the Data Incident.
- To the extent possible, a description of the types of PI that were involved in the Data Incident.
- A brief description of the steps undertaken by the Park District to investigate the Data Incident, mitigate against potential losses, and protect PI from further potential compromise.
- Toll-free numbers and addresses for consumer reporting agencies.
- The toll-free number, address and website address of the Federal Trade Commission or any federal agency that assists consumers with identity theft matters.
- A statement that the individual can obtain information from the consumer reporting agencies and the Federal Trade Commission about fraud alerts and security freezes.
- Point-of-contact information for those with questions or need more information.
- If applicable, information on how to access any credit monitoring services that the Park District may offer to the affected individuals and/or other steps individuals should consider taking because of the Data Incident.

The notification to individuals shall not include information concerning the number of Illinois residents affected by the breach.

Notice to the Illinois Attorney General is necessary for any Data Incident involving notice to more than 500 Illinois residents. Such notice to the Illinois Attorney General will be made in accordance with applicable law and should be made without unreasonable delay and no later than the same time that the Park District notifies individuals regarding the Data Incident.

7. Documentation

The Incident Response Manager shall document each Data Incident for the purpose of tracking each event, response, and disposition, including completing a Data Incident Log (a sample of which is set forth in Appendix 3). The Incident Response Manager shall ensure that appropriate and adequate records are maintained to document the Data Incident reported under the Plan. The Incident Response Manager may delegate these tasks to others within the organization.

Such records shall be generated, compiled, and maintained in a sufficient manner to safeguard the financial, legal, or other rights of individuals, if any, affected by the Data Incident.

Unless a litigation hold is in place, records shall be maintained no longer than required by any applicable record retention schedules to ensure that any sensitive PI is not unnecessarily retained or exposed to the risk of a future Data Incident.

8. Evaluation

The development and implementation of this Plan and the Park District's privacy and data protection efforts are ongoing processes. As such, after each Level 1, 2, or 3 Data Incident, the IRT shall review this Plan and make any modifications deemed appropriate. In the event that there are no Level 1, 2, or 3 Data Incidents in a calendar year, the IRT shall nonetheless review this Plan and make any modifications deemed appropriate. The IRT will also consider whether Park District can improve its technical security measures or other data security precautions based on lessons learned during the incident response.

In cases involving Data Incidents caused by third parties, the IRT should evaluate with legal counsel whether legal action against any such third parties may be appropriate due to the Data Incident.

Approval and Change Record:

<u>Date of Last Review and Approval:</u>	<u>Name and Title of Approver</u>	<u>Description of Changes</u>
April 16, 2026	Michael Hixenbaugh, Executive Director	Creation of Plan

APPENDIX 1

Incident Response Team Assignments and Responsibilities

Incident Response Team Member	Department	Role	Responsibilities
Michael Hixenbaugh- Incident Response Manager	Admin./Executive Director	Oversee the Park District's investigation and response to a Data Incident	<ul style="list-style-type: none"> • Oversees the Park District's investigation of and response to the Data Incident. • Determines the nature and extent of the Data Incident and classifies the Data Incident in accordance with the Plan. • Directs, coordinates, and monitors the progress of the Park District's investigation of and response to the Data Incident including, when necessary and appropriate, organizing the Incident Response Team with respect to any Data Incident. • Convenes IRT and leads to IRT meetings. • Ensures proper and necessary documentation of Park District's investigation of and response to the Data Incident. • Communicates with the Park District's senior leadership team, the Park District's business partners or other stakeholders, the media and other third parties, as necessary and appropriate. • Coordinates with outside legal counsel to comply with applicable data breach of notification laws

			and other applicable legal requirements.
ExcalTech- Information Technology (IT) Representative	Information Technology	IT advisor to the IRT	<ul style="list-style-type: none"> • Obtains information about the Data Incident and determines whether to notify the Incident Response Manager. • Helps in determining the existence, cause, and extent of an IT-related Data Incident. • Coordinates with the IT Department and, if necessary and appropriate, external IT resources to contain and remediate an IT-related Data Incident. • Coordinates with the IT Department to respond to and provide needed information to the Incident Response Manager and/or IRT. • Coordinates with the IT Department to plan and implement actions to prevent similar future IT-related Data Incidents.
Michael Hixenbaugh & Brandon Guzzi Lauterbach & Amen Accountant- Financial Representative	Chief Financial Officer	Financial risk analyst	<ul style="list-style-type: none"> • Assists with financial analysis relating to Park District's investigation of and response to the Data Incident • Assists with obtaining necessary budget approval for Park District's investigation of and response to the Data Incident
Michael Hixenbaugh- Communications and Media Representative	Marketing	Public relations advisor, liaison to Marketing Department	<ul style="list-style-type: none"> • Creates and/or maintains Data Incident public relations/media procedures • Coordinates with the IRT, legal team, senior

			<p>leadership team and other business stakeholders on the timing, content, and method of notification</p> <ul style="list-style-type: none"> • Prepares and issues press releases or statements regarding the Data Incident, as necessary and appropriate
<p>Michael Hixenbaugh-Human Resources (HR) Representative</p>	<p>Executive Director</p>	<p>Employment and liaison to Human Resources Department</p>	<ul style="list-style-type: none"> • Assists with determining the existence, cause, and extent of an employee-related Data Incident • If employee personal data is compromised, handles communications with business area managers and employees • If employee performance is a factor in the incident, work with appropriate managers and employees to correct performance or improve processes or training • If employee misconduct is a factor in the incident, work with appropriate HR and business managers, legal representative, and others to take appropriate employment action (e.g., termination of employment) and legal action

APPENDIX 2

Incident Response Team and External Resource Contact Information

IRT Contacts	Office Phone	Mobile Phone	Primary E-mail	Alternate E-mail
Incident Response Manager: Michael Hixenbaugh	847-251-1691	847-376-9238	mhixenbaugh@kpdistrict.org	
Alternate: Thys Wallace	847-251-1691	847-257-6289	twallace@kpdistrict.org	
IT Representative: ExcalTech				
Alternate:				
Finance: Michael Hixenbaugh	847-251-1691	847-376-9238	mhixenbaugh@kpdistrict.org	
Alternate: Brandon Guzzi				
Communications and Media Representative: Michael Hixenbaugh	847-251-1691	847-376-9238		
Alternative:				
HR Representative: Michael Hixenbaugh	847-251-1691	847-376-9238	mhixenbaugh@kpdistrict.org	
Alternative:				
Additional IT Resources				

**THIRD-PARTY VENDORS AND
EXTERNAL SUPPORT**

	Office Phone	Mobile Phone	E-mail
The Park District Risk Management Agency ("PDRMA")	24/7 Hotline-630.769.0332	24/7 Hotline-630-769-0332	
Corporate Counsel Andrew Paine, Tressler	312-627-4154		apaine@tresslerllp.com

APPENDIX 3-DATA INCIDENT LOG

How was the Data Incident reported?	
Date or Date Range of Data Incident (if known):	Time of Data Incident (if known):
Date of Discovery of Data Incident:	Time of Discovery of Data Incident:
Person Discovering the Data Incident:	

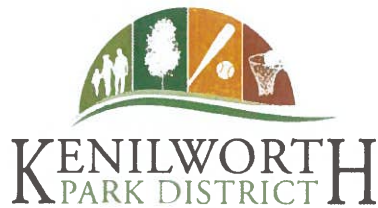
Initial Assessment			
<input type="checkbox"/> Suspected Data Incident		<input type="checkbox"/> Confirmed Data Incident	
Data Incident Classification (Level 1, 2, 3) (if known):			
Type of Data Incident			
<input type="checkbox"/> Lost/Stolen Device	<input type="checkbox"/> Unauthorized Access	<input type="checkbox"/> Insider Activity	<input type="checkbox"/> Inadvertent Disclosure
<input type="checkbox"/> Vendor Incident	<input type="checkbox"/> Ransomware	<input type="checkbox"/> Malware	<input type="checkbox"/> Email Compromise
<input type="checkbox"/> Other (Describe)			
Data Exposure Dates			
Start Date:		End Date:	
Data Encrypted? <input type="checkbox"/> Yes <input type="checkbox"/> No		Data Password Protected? <input type="checkbox"/> Yes <input type="checkbox"/> No	

	Name	Phone	Title
Reported by			
Reported to			

Persons who may have been involved in or have knowledge of the Data Incident:	
Description of the cause or manner in which the Data Incident occurred (e.g., data device misplaced, data theft, hacking event, etc.):	
The identity(ies) and location(s) of all individual(s) potentially affected (i.e., the state(s) in which the individual(s) reside):	
The number of individuals potentially affected (if known):	
Description of the PI, data, and/or other information lost or compromised	
<input type="checkbox"/> Name	<input type="checkbox"/> Account Number
<input type="checkbox"/> Driver's License Number	<input type="checkbox"/> State ID Number
<input type="checkbox"/> Address	<input type="checkbox"/> E-mail Address
<input type="checkbox"/> Credit/Debit Card Number	<input type="checkbox"/> Date of Birth
<input type="checkbox"/> Social Security Number	<input type="checkbox"/> Medical Information or Health Insurance Information
<input type="checkbox"/> Usernames and/or passwords	<input type="checkbox"/> Other:
What specific storage medium, systems, applications/equipment were accessed or compromised (if known)?	
If data was lost in a physical transfer, the tracking number and name of the company shipping the data, if any:	
Have passwords been reset for any impacted accounts?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, date of last reset:
Have any malicious rules been disabled?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have all logs or other evidence been preserved?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Need to contact law enforcement?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, identify agency(ies) notified and dates of the notice:
Need to contact state attorney(s) general or other regulators?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, identify regulators notified and dates of the notice:
Need to contact media?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, identify media outlets and dates of notice:
Was extortion involved?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, name of negotiation vendor engaged, if applicable:
Do you need to notify affected individuals?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, identify the number of notified individuals and the date of the notice:
Will third party forensics be engaged?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, name of vendor engaged:
Is insurance coverage available?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, has the insurance carrier been notified? <input type="checkbox"/> Yes <input type="checkbox"/> No
Was credit monitoring provided to anyone?	<input type="checkbox"/> Yes <input type="checkbox"/> No

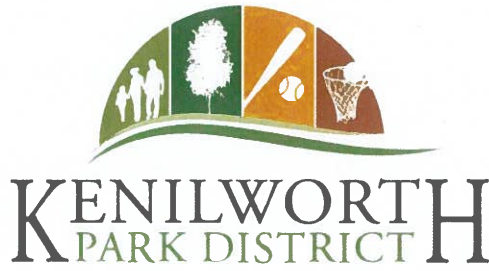
Was outside counsel engaged?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, name of counsel/firm engaged:	
Actions undertaken to contain, minimize, or remediate potential harm or exposure:		
When did containment occur?	Date: _____	Time: _____
Describe how containment was implemented:		
Signature:	Printed Name:	Date:



Executive Director Report

To: Board of Park Commissioners
From: Michael Hixenbaugh, MS, CPRP
Date: April 16, 2026

- **Kenilworth Park Foundation** – All details have been re-submitted to the IRS.
- **Transfer-Marguerite L. Storch Memorial Fund**- I am working with our attorney to create an agreement that will authorize the transfer of funds from the park district to the foundation.
- **Townley Playground Natural Area**- Details are included in your packet and were handed out at the last Board Meeting. I am asking the Board to consider the approval of the proposal from Westend Landscape in the amount of \$6,000 and for it to be funded using the Storch Memorial Fund.
- **Tree Trimming**-Advanced Tree Care has completed safety trimming and removals at Assembly Hall, Pee Wee Park, and Centennial Park.
- **IGA District #38**-For your review and consideration, is a copy of the agreement that was approved by Kenilworth School District #38 at their last meeting. A summary is included in all the changes that were made since the last version.
- **Patio Furniture Replacement**-Several options are presented in the packet. Our recommendation for either the brown or green square Polywood Lakeside set.
- **Cyber Security & Incident Response Plan**-A draft is included in your packet for consideration. It is based on a template from PDRMA. I am asking for your consideration to approve this policy as part of our Risk Management Program.



410 Kenilworth Ave. | Kenilworth, IL 60043

**2026 Marguerite L. Storch Memorial Fund
Annual Report**

Date: 12/31/25

Storch Fund Balance Overview:

As of December 31, 2025, the balance of the Marguerite L. Storch Fund is \$1,491,887.31. According to the Storch Amendment, the principal balance is now \$1,125,000.00 plus the IL PTELL average CPI over the past 3 years. There is \$332,349.80 available to fund projects,

<u>Year</u>	<u>IL PTELL CPI (5% max)</u>	<u>Amount CPI</u>	<u>Principal</u>
2023	3.4%		
2024	2.9%		
2025	<u>2.9%</u>	\$34,537.50	\$1,125,000
3-Year Average	3.07%		

Total Value as of 12/31/25:	\$1,491,887.31	
Less: Total CPI & Principle:	<u>\$1,159,537.50</u>	
2026 Total Available for Projects:		\$332,349.80
2026 Budget		<u>\$50,000.00</u>
Total Unallocated Funds		\$282,349.80

2026 Budgeted Amount:	\$50,000
2026 Public Requests:	<u>\$36,300</u>
2026 Net Budgeted Amount:	\$13,700



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March- 2026 Maintenance Report

Flecks landscape

- I had been in touch with them to get back here to finish up the leaf pick up from last fall that they never did. They finally came back to finish the leaf pick up and removal around the properties.

Part time employ

- Orlando worked for 2 days for 10 hours total then quit.

Full time employment.

- Interviews are completed and a hire letter was sent to Patrick.

Storch Plague

- Mounted a bronze plague into a boulder and set it out in Townley playground.

Lacrosse

- Built 4 new lacrosse goals and put 5 out in Townley chained to the fence and 1 at Centennial.

Baseball

- Requested the pitcher's rubbers to be moved.
- Removed the old rubbers and installed 2 new pitcher's rubbers.
- Dragging and raking the field.

Assembly Hall

- Setting up and cleaning for events.
- Cleaning the bathrooms every day.
- Touched up the paint around the inside of the building.

- Check the boiler every day.
- Deep cleaned and serviced the ice maker. I did this in house and it cost 110 dollars in material. When we had a company clean it, they would charge us 580 dollars. This has to be done every 6 months.
- I had a company perform the bi-annual kitchen hood inspection per the fire code.
- Had a company come out and due their annual 6-month cleaning of the grease trap.
- Worked on a Sunday for breakfast with the Easter bunny event. I dressed up as the bunny.
- Cut all the flowers and ornamental grass down.
- Had someone look at the roof to give us an assessment of the condition of the wood shingles and the flat tar sections.

Village House

- Inspect the building every day.
- Cleaning the building.
- Helped bring over a lot of boxes for flag football group.

Maggie Park, North and Centennial

- Cut all the ornamental grasses down

Mahoney East

- Trimmed trees and bushes removed a dead tree.

Mahoney West

- Cut the roses down.

Train parking lot

- Cut all the ornamental grass down with the help of the public works.

Green bay road

- Worked with the public works on cutting back the brush line.

Banners

- Putting up and taking down banners.

Misc.

- Picking up and removing garbage, cleaning our shop, and paperwork. Online training, etc.



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Recreation & Facilities Board Report April 16th, 2026

1. Programs

1.1. After School Care and Enrichment Extension

We hired a wonderful new After School Program Leader, Mia Mahaffey! Mia started with us last week and is settling in with our daily routines and schedule. Ms. Terri, the Little Springs summer camp Assistant Director, is also on hand to assist on Mondays and Tuesday when enrollment is high. We are very fortunate to have these wonderful ladies leading the program.

1.2. All Things Bright and Beautiful

The Yogi B Yoga, Blue Rose Art and Jamberry Music programs are doing very well with consistent enrollment. We are looking into offering additional programs this Fall.

1.3. Spring Session 1 Programs

Spring Session 1 started on March 9th and will end on April 24th

Programs:

- Kenilworth Lacrosse for Beginners
- RoboThink
- YogiB Yoga
- Kidokinetics
- YogiB Yoga
- Skyline Studios
- Little Coders
- Blue Rose Art
- Color Me Mine
- brAIclub
- Snapology
- iCook After School
- Overture Games
- Skyline Studios
- Jamberry Music

1.4. Spring Session 2 Program

Spring Session 2 will start on April 27th and will end on June 5th

Programs:

- Minor League T-Ball
- Major League Coach Pitch
- RoboThink
- YogiB Yoga
- Overture Games

- Dance to Evolve
- Snapology
- iCook After School
- Ciao Bella Sewing
- Little Coders
- Blue Rose Art
- Jamberry Music
- Color Me Mine
- brAInclub

2. Summer Camp

Summer camp planning is going really well, we are finalizing the schedules and making staff group assignments. Staffing is also complete based on the current camper to supervision ratio per age group. If we have another big registration wave, we are very fortunate to have an abundance of well qualified Program Leaders and Counselors on standby.

Enrollment 2025

Big Adventures Week-to-Week	2nd - 3rd	4th - 6th	Total(Ext):
Week 1	29 (13)	31 (12)	60 (25)
Week 2	31 (14)	30 (12)	61 (26)
Week 3	29 (12)	31 (10)	60 (22)
Week 4	27 (12)	27 (9)	54 (21)
Week 5	13 (7)	4 (2)	17 (9)
Week 6	15 (9)	3 (2)	18 (11)
Week 7	14 (8)	3 (2)	17 (10)
Week 8	12 (6)	3 (2)	15 (8)

302

Enrollment 2026

Big Adventures Week-to-Week	2nd - 3rd	4th - 6th	Total:
Week 1	19	9	28
Week 2	15	4	19
Week 3	11	7	18
Week 4	11	6	17
Week 5	5	3	8
Week 6	1	1	2
Week 7	1	3	4
Week 8	2	3	5

101

Enrollment 2025

Little Springs Week-to-Week	3 Year	4 Year	K	1st	Totals(Ext):
Week 1	7	26 (8)	27 (16)	22 (10)	82 (34)
Week 2	7	25 (8)	28 (17)	22 (10)	82 (35)
Week 3	7	25 (8)	28 (17)	22 (10)	82 (35)
Week 4	8	25 (8)	30 (17)	22 (10)	85 (35)
Week 5	7	19 (5)	33 (11)	6 (4)	65 (20)
Week 6	7	18 (5)	33 (11)	6 (4)	64 (20)
Week 7	7	19 (5)	33 (11)	6 (4)	65 (20)
Week 8	7	19 (5)	32 (10)	6 (4)	64 (19)

589

Enrollment 2026

Little Springs Week-to-Week	3 Year	4 Year	K	1st	Totals:
Week 1	11	18	19	9	57
Week 2	16	15	18	12	61
Week 3	15	14	18	11	58
Week 4	10	14	15	9	48
Week 5	11	12	23	12	58
Week 6	13	13	25	10	61
Week 7	10	13	22	11	56
Week 8	10	13	22	10	58

457

2025 Revenue

Big Adventures	Totals
Regular Day	\$35,345.63
Extended Day	\$30,688.69
	<u>\$66,034.32</u>

Little Springs	Regular	Extended	Totals
3 Year	\$7,897.35	\$-	\$7,897.35
4 Year	\$18,502.46	\$11,652.92	\$30,155.38
Kindergarten	\$17,949.06	\$18,820.82	\$36,769.88
1st Grade	\$9,318.94	\$9,930.31	\$19,249.25
			<u>\$94,071.86</u>

BA+LS=	\$160,106.18
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2026 Revenue

Big Adventures	Total
	<u>\$32,466.34</u>

Little Springs	Total
3 Year	\$11,749.95
4 Year	\$19,129.99
Kindergarten	\$31,106.51
1st Grade	<u>\$15,844.78</u>
	<u>\$77,831.23</u>

BA+LS=	\$110,297.57
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3. Field Rentals

The fields are solidly booked with very little open space available.

Spring Field Schedule

Kenilworth Lacrosse – April 6th to May 28th

- Mondays - 5:30 to 7:00 PM
- Tuesdays - 5:00 to 6:30 PM
- Wednesdays - 5:30 to 7:00 PM
- Thursdays - 5:30 to 7:00 PM
- Saturdays - 3:30 PM to 5:30 PM
(April 18, May 9 & 16)
- Sundays - 9:00 AM to 6:00 PM
(April 26, May 10 & 24)

KPD Lacrosse – April 6th to May 18th

- Mondays - 4:00 to 5:30 PM

Illinois Baseball Academy – April 19th to June 14th

- Sundays - 4:00 to 5:00 PM
(No May 24)

AYSO – April 9th to June 6th

- Thursdays - 3:30 to 6:30 PM
- Fridays – 3:30 to 6:30 PM
- Saturdays – 8:00 AM to 2:30 PM
(No usage Memorial Day weekend)

NS Trevians – April 3rd to May 29th

- Fridays – 4:00 – 6:00 PM



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Kenilworth Assembly Hall Board Report April 2026

Assembly Hall Events for the month of March

- March was a busy month. Everyone starts to realize that Summer is just around the corner and they have not booked an event or scheduled something that was coming up quickly and needed to get it on the calendar.
- We started March off by hosting Baker Demonstration School's fundraiser which had over 170 attendees although there are only 209 students for grades pre-school through eighth grade. Next came the annual Boy Scout Pancake Breakfast which, as always, brings the community out for this wonderful tradition. Following that Saturday, the Cub Scout set up for their Pine Wood Derby held on Sunday.
- Rounding out the rest of March we held the Election Day voting, Garden Club meetings, a wedding shower, Skyline theater and closed out the month with our annual Breakfast with the Easter Bunny and egg hunt. We hired a traveling zoo this year which was a big hit with everyone as it included a Sloth named Roxy. Families were more excited to take pictures with the Sloth than the Easter Bunny, but the Easter Bunny still received lots of attention.
- For the Hall itself, we continue to compile lists of things that need repair, updating or replacing them all together. As the weather gets warmer, noticing what needs to get done becomes our main focus.