



## Oak Brook Park District Board Packet

December 18, 2023

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

Family Recreation Center | 1450 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4233 | F: 630-990-8379  
Tennis Center | 1300 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4660 | F: 630-990-4818

[www.obparks.org](http://www.obparks.org)







**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**December 18, 2023 – 6:30 p.m.**  
**Canterberry Room**

1. PUBLIC HEARING – TRUTH IN TAXATION ACT - For the Levying of Taxes and Assessing of Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District, DuPage and Cook Counties, Illinois  
(Notice of the Public Hearing was Published on December 8, 2023 in the Naperville Sun, with circulation in Oak Brook, and on the District's Website.)
  - a. Call to Order the Public Hearing
  - b. Open Forum for the Receipt of Public Comments and Questions Regarding the Levying of Taxes and Assessing of Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District, DuPage and Cook Counties, Illinois.
  - c. Adjournment of Public Hearing
2. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL
3. OPEN FORUM
4. CONSENT AGENDA
  - a. APPROVAL OF THE DECEMBER 18, 2023 AGENDA
  - b. APPROVAL OF MINUTES
    - i. November 13, 2023 Regular Board Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING NOVEMBER 30, 2023
    - i. Warrant 679
5. STAFF RECOGNITION
  - a. None
6. COMMUNICATIONS/PROCLAMATIONS
  - a. Board of Commissioners to share communications.
  - b. Part Time Staff Evaluation Tool
7. REPORTS:
  - a. Administration and Enterprise Operations Report
  - b. Finance & Human Resources Report
  - c. Recreation and Communications Report
  - d. Parks & Facilities Report





**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**December 18, 2023 – 6:30 p.m.**  
**Canterberry Room**

8. UNFINISHED BUSINESS

- a. Ordinance No 23-1218: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2024-2025 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.
- b. IAPD Annual Business Meeting Credentials
- c. 2024 Board Meeting Dates

9. NEW BUSINESS

- a. Gateway Special Recreation Proposal

10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JANUARY 15, 2024, 6:30 P.M.

11. ADJOURNMENT

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Oak Brook Park District Board of Commissioners should contact: Laure Kosey, Executive Director at 630-645-9535.





**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**December 18, 2023 – 6:30 p.m.**  
**Canterberry Room**

1. PUBLIC HEARING – TRUTH IN TAXATION ACT - For the Levying of Taxes and Assessing of Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District, DuPage and Cook Counties, Illinois  
(Notice of the Public Hearing was Published on December 8, 2023 in the Naperville Sun, with circulation in Oak Brook, and on the District's Website.)
  - a. Call to Order the Public Hearing  
*[President Knitter calls to Order the Public Hearing of the Oak Brook Park District Board of Commissioners and asks the Recording Secretary to conduct the Roll Call.]*  
  
*[President Knitter announces the notice of the Public Hearing was published on December 8, 2023 in Naperville Sun, with circulation in Oak Brook, and on the District's website.]*
  - b. Open Forum for the Receipt of Public Comments and Questions Regarding the Levying of Taxes and Assessing of Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District, DuPage and Cook Counties, Illinois. *[Ask Whether There Are Any Public Comments or Questions Concerning the Tax Levy Ordinance Under This "Open Forum" Note, for purposes of the hearing, the individual may present his/her testimony within the 5-minute allotted for Public Comment pursuant 1.1VII B of the Rules of the Board of Commissioners.]*
  - c. Adjournment of Public Hearing *[Request a motion and a second to Adjourn the Public Hearing. Roll Call Vote...]*
2. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL  
*[President Knitter calls to order the Regular Meeting of the Oak Brook Park District Board of Commissioners and asks the Recording Secretary to conduct the Roll Call.]*
3. OPEN FORUM *[President Knitter asks whether there are any public comments under "Open Forum." If necessary, the President may advise speakers to observe the rules set forth in Section 1.1VII B of the Rules of the Board of Park Commissioners.]*
4. CONSENT AGENDA  
*[Request a motion (and second) to approve taking a Single Omnibus Vote on the Consent Agenda, as Presented. Roll Call Vote—VOTE MUST BE UNANIMOUS.*  
*Then ask for a motion (and second) to approve the Consent Agenda, as presented. Roll Call Vote...]*
  - a. APPROVAL OF THE DECEMBER 18, 2023 AGENDA
  - b. APPROVAL OF MINUTES
    - i. November 13, 2023 Regular Board Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING NOVEMBER 30, 2023
    - i. Warrant 679





**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**December 18, 2023 – 6:30 p.m.**  
**Canterberry Room**

5. STAFF RECOGNITION
  - a. None
6. COMMUNICATIONS/PROCLAMATIONS *[For Review and Discussion Only.]*
  - a. Board of Commissioners to share communications.
  - b. Part Time Staff Evaluation Tool
7. REPORTS: *[For Review and Discussion Only.]*
  - a. Administration and Enterprise Operations Report
  - b. Finance and Human Resources Report
  - c. Recreation and Communications Report
  - d. Parks and Facilities Report
8. UNFINISHED BUSINESS
  - a. Ordinance No 23-1218: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2024-2025 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.  
*[Request a motion and a second to approve Ordinance 23-1218: An Ordinance Levying Taxes and Assessing Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District of DuPage and Cook Counties, Illinois. Roll Call Vote...]*
  - b. IAPD Annual Business Meeting Credentials  
*[Request a motion and a second to appoint (Name) as the District's delegate for the Annual Business Meeting of the Illinois Association of Park Districts. Roll Call Vote...]*
  - c. 2024 Board Meeting Dates  
*[Request a motion and a second to approve the 2024 Board Meeting Dates. Roll Call Vote...]*
9. NEW BUSINESS
  - a. Gateway Special Recreation Proposal *[For review and discussion only.]*
10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JANUARY 15, 2024, 6:30 P.M. *[Announce the next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on January 15, 2024.]*
11. ADJOURNMENT *[Request a motion and a second to adjourn the December 18, 2023 Regular Board Meeting. Voice Vote - All in favor...]*

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Oak Brook Park District Board of Commissioners should contact: Laure Kosey, Executive Director at 630-645-9535.



# Public Hearing

1. PUBLIC HEARING – TRUTH IN TAXATION ACT - For the Levying of Taxes and Assessing of Taxes for Fiscal Year 2024-2024 5of the Oak Brook Park District, DuPage and Cook Counties, Illinois

(Notice of the Public Hearing was Published on December 8, 2023 in the Naperville Sun, with circulation in Oak Brook, and on the District's Website.)

- a. Call to Order the Public Hearing *[President Knitter calls to Order the Public Hearing of the Oak Brook Park District Board of Commissioners and asks the Recording Secretary to conduct the Roll Call.]*

*[President Knitter announces the notice of the Public Hearing was published on December 8, 2023 in Naperville Sun, with circulation in Oak Brook, and on the District's website.]*

- b. Open Forum for the Receipt of Public Comments and Questions Regarding the Levying of Taxes and Assessing of Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District, DuPage and Cook Counties, Illinois. ***[Ask Whether There Are Any Public Comments or Questions Concerning the Tax Levy Ordinance Under This "Open Forum" Note, for purposes of the hearing, the individual may present his/her testimony within the 5-minute allotted for Public Comment pursuant 1.1VII B of the Rules of the Board of Commissioners.]***

- c. Adjournment of Public Hearing *[Request a motion and a second to adjourn the Public Hearing – Roll Call Vote..."]*



Sold To:  
Oak Brook Park District - CU00036633  
1300 Forest Gate Rd  
Oak Brook, IL 60523-2151

Bill To:  
Oak Brook Park District - CU00036633  
1300 Forest Gate Rd  
Oak Brook, IL 60523-2151

## Certificate of Publication:

Order Number: 7543063  
Purchase Order: Tax Levy

State of Illinois - DuPage

**Chicago Tribune Media Group** does hereby certify that it is the publisher of the Naperville Sun. The Naperville Sun is a secular newspaper, has been continuously published daily for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the City of Naperville, Township of Naperville, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 IL CS 5/5.

This is to certify that a notice, a true copy of which is attached, was published 1 time(s) in the Naperville Sun, namely one time per week or on 1 successive weeks. The first publication of the notice was made in the newspaper, dated and published on 12/08/2023, and the last publication of the notice was made in the newspaper dated and published on 12/08/2023.

This notice was also placed on a statewide public notice website as required by 715 ILCS 5/2. 1.

PUBLICATION DATES: **Dec 08, 2023.**

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Naperville Sun

In witness, an authorized agent of The Chicago Tribune Media Group has signed this certificate executed in Chicago, Illinois on this

12th Day of December, 2023, by

**Chicago Tribune Media Group**



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Jeremy Gates



**NOTICE OF PROPOSED PROPERTY TAX LEVY  
INCREASE FOR OAK BROOK PARK DISTRICT,  
DUPAGE AND COOK COUNTIES, ILLINOIS**

- I. A public hearing to approve a proposed property tax levy increase for Oak Brook Park District for 2023 will be held on Monday, December 18, 2023, at 6:30 p.m. at the Family Recreation Center, 1450 Forest Gate Road, Oak Brook, Illinois 60523.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Laure Kosey, Executive Director, 1450 Forest Gate Road, Oak Brook, Illinois 60523, 630-645-9535.

- II. The corporate and special purpose property taxes extended or abated for 2022 were \$3,791,588.

The proposed corporate and special purpose property taxes to be levied for 2023 are \$4,210,562. This represents an 11.05% increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 2022 were \$1,613,928.

The estimated property taxes to be levied for debt service and public building commission leases for 2023 are \$1,660,740. This represents a 2.90% increase over the previous year.

- IV. The total property taxes extended or abated for 2022 were \$5,405,516.

The estimated total property taxes to be levied for 2023 are \$5,871,302. This represents an 8.62% increase over the previous year.



Regular Meeting  
Oak Brook Park District Board of Commissioners  
December 18, 2023

Minutes



**Minutes**  
**MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**November 13, 2023 – 6:30 p.m.**  
**Canterberry Room**

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL

President Knitter called to order the regular meeting of the Oak Brook Park District Board of Commissioners at the hour of 6:31 p.m. Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi and President Knitter answered “present.” Also present in the Canterbury Conference Room were Laure L. Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Bob Johnson, Deputy Director; and Steve Adams, District Attorney.

2. OPEN FORUM

President Knitter asked if there were any public comments.

George Gilbert who is an Oak Brook resident spoke in support of Gateway. He has an adult son, Paul, with Down Syndrome who had previously taken martial arts, so he recommended including martial arts in Gateway.

3. CONSENT AGENDA

- a. APPROVAL OF THE NOVEMBER 13, 2023 AGENDA
- b. APPROVAL OF MINUTES
  - i. October 16, 2023 Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING OCTOBER 31, 2023
  - i. Warrant 678

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve taking a single omnibus vote on the Consent Agenda as presented.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter  
Nays: None

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

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Consent Agenda, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter  
Nays: None



4. STAFF RECOGNITION

- a. Valerie Louthan, Superintendent of Facilities

The Board welcomed Valerie.

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications.

There was no communication between Board Members.

- b. Presentation of the Gold Medal Finalist Plaque

Mike Kies presented the Oak Brook Park District staff with the 2023 Gold Medal Finalist Plaque for Excellence in Park and Recreation Management.

6. REPORTS:

- a. Communications, IT, and Administration Report

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

Dr. Kosey reported on the proposed dates for the board meetings in 2024. All will be held on the third Monday of every month.

Dr. Kosey stated that the staff will review the data on number of people who sign up due to the printed brochure or the website.

Commissioner Vescovi asked if there is information mailed to residents about the programs and to register on our website.

Dr. Kosey replied there is a postcard that is mailed to every Oak Brook household, and the Pioneer Post is printed and mailed to seniors.

- b. Finance & Human Resources Report

Mr. Marco Salinas presented his report, which can be found in the Park District's records.

Mr. Salinas reported on completing the first six months of the fiscal year. The General, Recreation, and Tennis Center funds are in surplus. Significant payments for the 2019 and 2016 bonds have been made, and most of the property tax levy have been collected.

Commissioner Vescovi asked where the surplus is coming from.



Mr. Salinas replied the General Fund surplus comes from taxes and rentals. While the Recreation fund surplus comes from Aquatics. Tennis Center fund surplus is due to the lessons.

Dr. Kosey added that membership has also gone up.

Commissioner Vescovi asked for the percentage of resident memberships and range of age groups.

Dr. Kosey answered that the range of age groups would be broken down by family and senior memberships.

Commissioner Vescovi requested that data.

President Knitter stated that more younger families are moving to Oak Brook so should evaluate what will be needed at the park district for the future.

c. Recreation & Facilities Report

Dr. Kosey presented Mrs. Katie Basile's report, which can be found in the Park District's records.

Dr. Kosey reported that the staff is researching the possibility of adding a full-day 3's Preschool program.

Dr. Kosey stated that the Pioneer Travel Club has ten attendees for the Alaska trip, and the Pioneers for a Purpose volunteered to fill plastic eggs with candies for Eggtober.

Dr. Kosey also reported that the Master Swim Team has returned, the Get Better League has enrolled a high number of participants, the annual fire drill went well, and the number of returned surveys have doubled.

d. Parks & Planning Report

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

Mr. Bob Johnson reported that the North fields are near completion.

Mr. Johnson stated preparations are being made for winter. Staff is working on fall landscape cleanup and winterization, nets are being removed from courts, and the Dean Nature Sanctuary is being prepared for winter. Staff is also finalizing the Winter Lights walk which will open on November 23<sup>rd</sup> thru January 7<sup>th</sup>.

Mr. Johnson reported Kluber Architect has examined the mechanicals at Central Park West and is reviewing the renovation plans.



7. UNFINISHED BUSINESS

- a. Approval of a Travel Expense for Commissioner Attendance at the 2023 IAPD/IPRA Annual Conference, January 25 - 27, 2024 at the Hyatt Regency Chicago.

Dr. Kosey asked the commissioners who will be attending. She stated that the conference is budgeted annually so commissioners and staff may attend.

President Knitter added that commissioners are open to stay overnight especially if they will be attending the networking events.

Dr. Kosey stated that she knows President Knitter is attending but uncertain if other commissioners will also attend. She will follow-up with the other commissioners.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the travel expense for Commissioner Attendance at the 2023 IAPD/IPRA Annual Conference, January 25-27, 2024 at the Hyatt Regency Chicago.

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter  
Nays: None

- b. Amending Personnel Policy Manual Section 4.28: Work Related Expense Reimbursement.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to amend the Personnel Policy Manual Section 4.28: Work Related Expense Reimbursement.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter  
Nays: None

- c. Employee Health Insurance Contract

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Employee Health Insurance Contract.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter  
Nays: None

- d. Resolution 23-1114: A Resolution Authorizing and Approving a Change Order Involving a Change in the Completion Date in the Contract with Integral Construction, Inc. for the Central Park Concession/Restroom/ Storage Building



Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Resolution 23-1114: A Resolution Authorizing and Approving a Change Order Involving a Change in the Completion Date in the Contract with Integral Construction, Inc. for the Central Park Concession/Restroom/ Storage Building.

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

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

Nays: None

- e. Resolution 23-1115: A Resolution Authorizing and Approving a Change Order Involving a Change in the Completion Date in the Contract with Integral Construction, Inc. for the Central Park Phase II Project

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Resolution 23-1115: A Resolution Authorizing and Approving a Change Order Involving a Change in the Completion Date in the Contract with Integral Construction, Inc. for the Central Park Phase II Project.

Commissioner Vescovi asked when is the completion date.

Dr. Kosey replied the completion date is November 15, 2023.

Commissioner Knitter asked when will opening day occur.

Dr. Kosey stated that it will possibly open at the first concert in the summer.

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

Nays: None

- f. Acceptance of the Oak Brook Park District's Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended April 30, 2023.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to accept the Oak Brook Park District's Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended April 30, 2023

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

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

Nays: None



8. NEW BUSINESS

- a. Ordinance No 23-1218: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2024-2025 of the Oak Brook Park District of DuPage and Cook Counties, Illinois. A Public Hearing is scheduled to commence at the beginning of the December 18, 2023 Regular Meeting of the Board of Park Commissioners, 6:30 p.m. The Public Hearing is held to receive public comment regarding the levying taxes and assessing of taxes for Fiscal Year 2024-2025 for the Oak Brook Park District, DuPage and Cook Counties, Illinois.

Dr. Kosey stated that this is completed annually and will be on the agenda to be approved in December.

- b. IAPD Annual Business Meeting Credentials

Dr. Kosey reported that she is the designated appointee for the annual meeting. The open meeting has not been scheduled; therefore, if she is unable to attend, Mr. Johnson will attend in her place.

- c. 2024 Board Meeting Dates

Dr. Kosey stated the dates are every third Monday of the month.

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON DECEMBER 18, 2023, 6:30 P.M.

President Knitter announced that the next Regular Meeting of the Oak Brook Park District of Park Commissioners would be held on December 18, 2023, at 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the November 13, 2023, Regular Meeting of the Oak Brook Park District Board of Commissioners. The motion passed by voice vote, and the meeting adjourned at the hour of 7:09 p.m.

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Dr. Laure L. Kosey, Executive Director



## Financial Statement





## **General Fund**

The General Fund is used to account for all activity of the Park District, except for activity required to be accounted for in another fund. The General Fund is comprised of the following departments:

- General Administration
- Finance
- Central Park North
- Central Park
- Saddlebrook Park
- Forest Glen Park
- Chillem Park
- Dean Nature Sanctuary
- Information Technology
- Building- Family Recreation Center
- Central Park West

Among the major activities accounted for in this fund are field and facility rentals, general administration and finance services, information technology services, facility maintenance services for our Family Recreation Center and Central Park West facility, and maintenance of our Central Park and other satellite parks.





**General Fund: Revenues and Expenditures Summary (Unaudited)**  
**Fiscal Year-to-Date Activity through November 30 2023 and 2022**  
**58.33% completed (7 out of 12 months)**

Fiscal Year 2023/2024- Highlighted items reflect more than 8.33% variance							FY 2023/2024 compared to FY 2022/2023- Highlighted items reflect more than 10% variance		
	Original Annual Budget	November 2023 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2022/2023 YTD Actual	Actual Higher/(Lower) than 2022/2023 YTD Actual	Percent Change
<b>REVENUES</b>									
Administration	\$ -	\$ -	\$ -	N/A	\$ -	N/A	\$ -	\$ -	N/A
Finance									
Property Taxes	1,773,687	19,778	1,770,992	N/A	1,770,992	99.8%	1,461,731	309,260	21.2%
Personal Prop. Repl. Taxes	324,515	-	164,158	N/A	164,158	50.6%	194,980	(30,822)	-15.8%
Investment Income	7,500	6,993	37,274	N/A	37,274	497.0%	3,778	33,497	886.7%
Other	9,250	-	885	N/A	885	9.6%	6,720	(5,835)	-86.8%
Central Park North	88,500	5,450	74,933	N/A	74,933	84.7%	95,421	(20,488)	-21.5%
Central Park	196,000	16,050	187,544	N/A	187,544	95.7%	186,462	1,081	0.6%
Saddlebrook Park	500	-	-	N/A	-	0.0%	407	(407)	N/A
Forest Glen Park	500	-	-	N/A	-	0.0%	-	-	N/A
Chillem Park	250	-	-	N/A	-	0.0%	-	-	N/A
Dean Property	500	-	-	N/A	-	0.0%	(3,000)	3,000	-100.0%
Information Technology	117,124	-	58,921	N/A	58,921	50.3%	-	58,921	N/A
Building-Recreation Center	1,040,726	36,619	541,813	N/A	541,813	52.1%	504,639	37,174	7.4%
Central Park West	83,094	4,497	43,659	N/A	43,659	52.5%	46,795	(3,136)	-6.7%
<b>TOTAL REVENUES</b>	<b>\$ 3,642,146</b>	<b>\$ 89,386</b>	<b>\$ 2,880,178</b>	<b>\$ -</b>	<b>\$ 2,880,178</b>	<b>79.1%</b>	<b>\$ 2,497,933</b>	<b>\$ 382,245</b>	<b>15.3%</b>
<b>EXPENDITURES</b>									
Administration	\$ 385,411	\$ 33,275	\$ 215,470	\$ 210	215,680	55.9%	\$ 271,599	\$ (56,128)	-20.7%
Finance	313,016	20,264	141,387	473	141,859	45.2%	199,189	(57,802)	-29.0%
Central Park North	45,021	1,464	31,586	3,648	35,234	70.2%	30,562	1,024	3.4%
Central Park	818,078	47,726	454,163	22,298	476,461	55.5%	458,321	(4,158)	-0.9%
Saddlebrook Park	15,659	2,411	10,021	2,201	12,222	64.0%	11,714	(1,693)	-14.5%
Forest Glen Park	27,543	2,202	17,344	1,736	19,080	63.0%	17,249	95	0.6%
Chillem Park	7,909	531	4,924	640	5,564	62.3%	3,868	1,056	27.3%
Dean Property	30,177	400	18,689	6,559	25,249	61.9%	18,071	618	3.4%
Professional Services	29,500	3,952	20,552	-	20,552	69.7%	12,233	8,319	68.0%
Contracts- Maint. DNS	-	-	-	-	-	N/A	17,494	(17,494)	-100.0%
Information Technology	314,889	28,656	163,780	41,859	205,639	52.0%	-	163,780	N/A
Building-Recreation Center	1,034,404	90,339	565,609	46,497	612,105	54.7%	525,613	39,995	7.6%
Central Park West	81,528	5,554	34,743	7,996	42,739	42.6%	31,879	2,863	9.0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,103,134</b>	<b>\$ 236,775</b>	<b>\$ 1,678,268</b>	<b>\$ 134,116</b>	<b>\$ 1,812,384</b>	<b>54.1%</b>	<b>\$ 1,597,792</b>	<b>\$ 80,475</b>	<b>5.0%</b>
<b>TRANSFERS OUT</b>	<b>\$ 654,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>N/A</b>
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 3,757,134</b>	<b>\$ 236,775</b>	<b>\$ 1,678,268</b>	<b>\$ 134,116</b>	<b>\$ 1,812,384</b>	<b>44.7%</b>	<b>\$ 1,597,792</b>	<b>\$ 80,475</b>	<b>5.0%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ (114,988)</b>	<b>\$ (147,388)</b>	<b>\$ 1,201,910</b>	<b>\$ (134,116)</b>	<b>\$ 1,067,794</b>	<b>-1045.2%</b>	<b>\$ 900,141</b>	<b>\$ 301,769</b>	<b>33.5%</b>

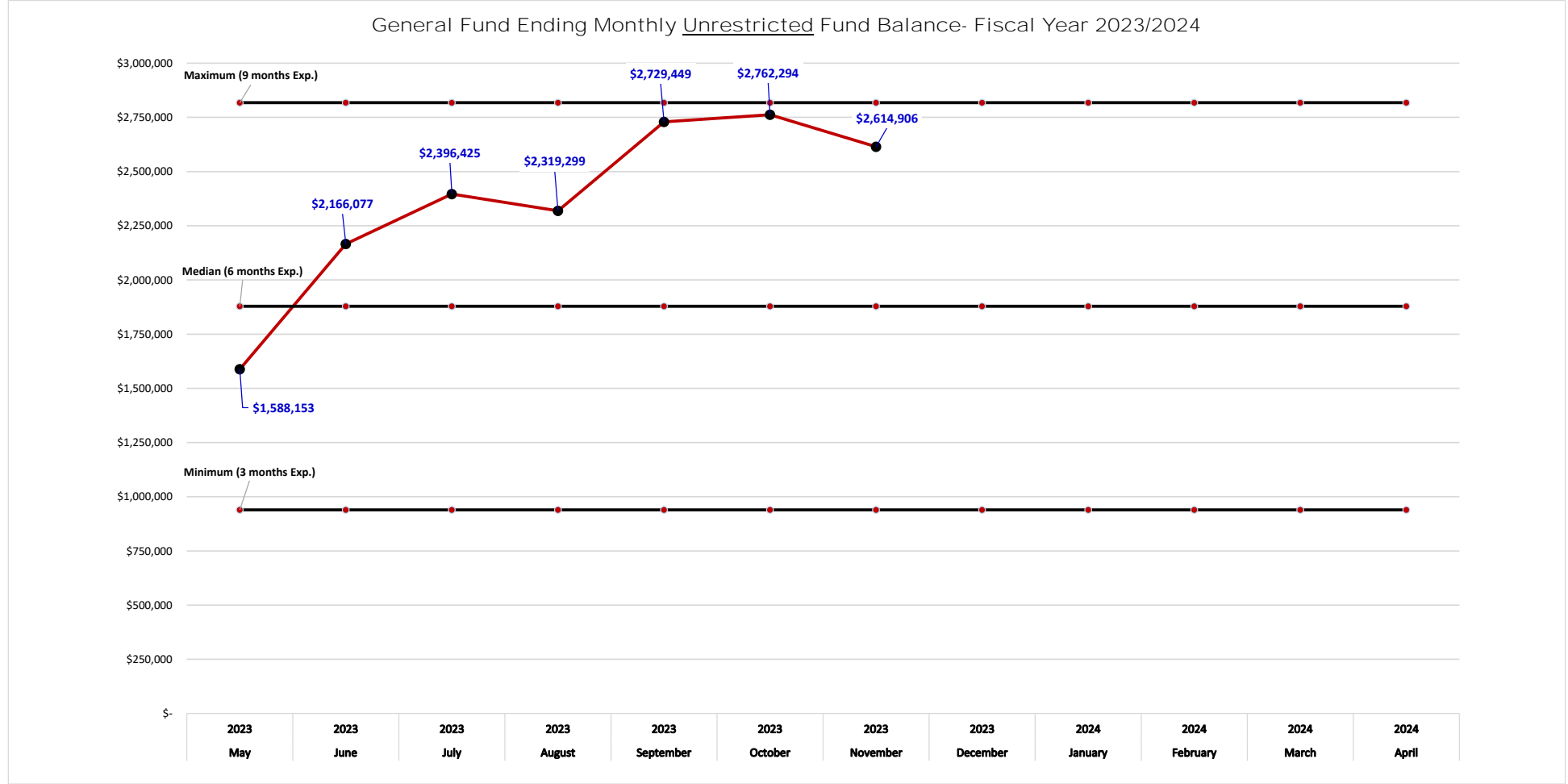
**Note>** Fiscal year 2023/2024 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2022/2023, the highlighted items reflect a variance of +/-10.00% or greater.

**Note 2>** Encumbered balances represent the commitment of appropriated (budgeted) funds to purchase goods and services. They set aside (encumber) appropriated funds for future expenditure and are used by staff to manage spending activity.



Oak Brook Park District  
Schedule of Ending Monthly Unrestricted Fund Balance- General Fund

Actuals- Unaudited													
	May	June	July	August	September	October	November	December	January	February	March	April	Fiscal
	2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	2024	2024	Y-T-D
Beginning Unrestricted	\$ 1,412,996	\$ 1,588,153	\$ 2,166,077	\$ 2,396,425	\$ 2,319,299	\$ 2,729,449	\$ 2,762,294						
Monthly Net Surplus/(Deficit)	175,157	577,924	230,348	(77,126)	410,150	32,846	(147,388)						\$ 1,201,910
Ending Unrestricted	\$ 1,588,153	\$ 2,166,077	\$ 2,396,425	\$ 2,319,299	\$ 2,729,449	\$ 2,762,294	\$ 2,614,906	\$ -	\$ -	\$ -	\$ -	\$ -	



Minimum (3 months Exp.)	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284	\$ 939,284
Median (6 months Exp.)	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567	\$ 1,878,567
Maximum (9 months Exp.)	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851	\$ 2,817,851





## **Recreation Fund**

The Recreation Fund is used to account for all recreation programming activity of the Park District; except for programming accounted for in our Tennis and Special Recreation funds. The Recreation Fund is comprised of the following departments:

- Recreation Administration
- Fitness Center
- Aquatic Center
- Aquatic Recreation Programming
- Childrens Programs
- Preschool Programs
- Youth Programs
- Adult Programs
- Pioneer Programs
- Special Events and Trips
- Marketing
- Capital Outlay

The primary focus of this fund is to account for recreational programming activities, client memberships, special events, preschool, and the marketing of these services. This fund also accounts for resources used to fund capital improvements.





**Recreation Fund: Revenues and Expenditures Summary (Unaudited)**  
**Fiscal Year-to-Date Activity through November 30 2023 and 2022**  
**58.33% completed (7 out of 12 months)**

Fiscal Year 2023/2024- Highlighted items reflect more than 8.33% variance							FY 2023/2024 compared to FY 2022/2023- Highlighted items reflect more than 10% variance		
	Original Annual Budget	November 2023 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2022/2023 YTD Actual	FY 2023/2024 YTD Actual Higher/(Lower) than 2022/2023 YTD Actual	Percent Change
<b>REVENUES</b>									
<b>Administration</b>									
Property Taxes	\$ 1,294,055	\$ 14,438	\$ 1,292,858	N/A	\$ 1,292,858	99.9%	\$ 1,258,478	\$ 34,381	2.7%
Personal Prop. Repl. Taxes	100,714	-	51,679	N/A	51,679	51.3%	61,383	(9,703)	-15.8%
Investment Income	22,000	8,150	55,604	N/A	55,604	252.7%	8,712	46,892	538.2%
Other	3,000	107	1,448	N/A	1,448	48.3%	2,235	(788)	-35.2%
<b>Fitness Center</b>	675,479	64,651	434,903	N/A	434,903	64.4%	336,308	98,596	29.3%
<b>Aquatic Center</b>	595,305	39,596	373,240	N/A	373,240	62.7%	300,838	72,402	24.1%
<b>Aquatic Recreation Prog.</b>	569,563	3,978	296,947	N/A	296,947	52.1%	274,927	22,020	8.0%
<b>Children's Programs</b>	456,329	9,452	465,188	N/A	465,188	101.9%	386,190	78,998	20.5%
<b>Preschool Programs</b>	303,481	43,620	187,387	N/A	187,387	61.7%	196,667	(9,280)	-4.7%
<b>Youth Programs</b>	225,158	3,141	196,898	N/A	196,898	87.4%	205,592	(8,694)	-4.2%
<b>Adult Programs</b>	77,266	3,242	70,636	N/A	70,636	91.4%	45,825	24,811	54.1%
<b>Pioneer Programs</b>	59,150	1,956	40,930	N/A	40,930	69.2%	21,023	19,906	94.7%
<b>Special Events and Trips</b>	144,180	15,906	95,187	N/A	95,187	66.0%	84,978	10,208	12.0%
<b>Marketing</b>	45,000	9,000	28,908	N/A	28,908	64.2%	44,475	(15,567)	-35.0%
<b>Capital Outlay</b>	-	-	-	N/A	-	N/A	-	-	N/A
<b>TRANSFERS IN</b>	\$ 300,000	-	-	N/A	-	0.0%	-	-	N/A
<b>TOTAL REVENUES &amp; TRANSFERS IN</b>	<b>\$ 4,870,680</b>	<b>\$ 217,236</b>	<b>\$ 3,591,812</b>	<b>\$ -</b>	<b>\$ 3,591,812</b>	<b>73.7%</b>	<b>\$ 3,227,629</b>	<b>\$ 364,183</b>	<b>11.3%</b>
<b>EXPENDITURES</b>									
<b>Administration</b>	\$ 1,037,478	\$ 63,433	\$ 529,205	\$ 14,562	\$ 543,767	51.0%	\$ 411,582	\$ 117,623	28.6%
<b>Fitness Center</b>	502,565	27,452	230,132	14,575	244,707	45.8%	176,948	53,184	30.1%
<b>Aquatic Center</b>	1,052,637	67,015	613,032	38,563	651,595	58.2%	519,414	93,619	18.0%
<b>Aquatic Recreation Prog.</b>	275,300	26,876	144,290	8,501	152,790	52.4%	132,491	11,798	8.9%
<b>Children's Programs</b>	323,888	3,034	119,659	90,211	209,871	36.9%	172,373	(52,714)	-30.6%
<b>Preschool Programs</b>	285,293	23,275	104,127	279	104,406	36.5%	109,381	(5,254)	-4.8%
<b>Youth Programs</b>	173,985	2,983	106,600	88	106,688	61.3%	102,906	3,694	3.6%
<b>Adult Programs</b>	57,858	3,599	30,806	1,760	32,566	53.2%	14,364	16,442	114.5%
<b>Pioneer Programs</b>	97,022	8,777	49,437	-	49,437	51.0%	41,905	7,532	18.0%
<b>Special Events and Trips</b>	122,576	21,749	102,678	3,688	106,366	83.8%	63,484	39,194	61.7%
<b>Marketing</b>	237,411	19,388	131,744	377	132,121	55.5%	126,250	5,493	4.4%
<b>Capital Outlay</b>	962,500	-	141,900	803,713	945,612	14.7%	70,931	70,969	100.1%
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,128,512</b>	<b>\$ 267,582</b>	<b>\$ 2,303,609</b>	<b>\$ 976,317</b>	<b>\$ 3,279,926</b>	<b>44.9%</b>	<b>\$ 1,942,029</b>	<b>\$ 361,579</b>	<b>18.6%</b>
<b>TRANSFERS OUT</b>	\$ 201,392	-	-	-	-	0.0%	-	-	N/A
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 5,329,904</b>	<b>\$ 267,582</b>	<b>\$ 2,303,609</b>	<b>\$ 976,317</b>	<b>\$ 3,279,926</b>	<b>43.2%</b>	<b>\$ 1,942,029</b>	<b>\$ 361,579</b>	<b>18.6%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (459,225)</b>	<b>\$ (50,345)</b>	<b>\$ 1,288,204</b>	<b>\$ (976,317)</b>	<b>\$ 311,887</b>	<b>-280.5%</b>	<b>\$ 1,285,600</b>	<b>\$ 2,604</b>	<b>0.2%</b>

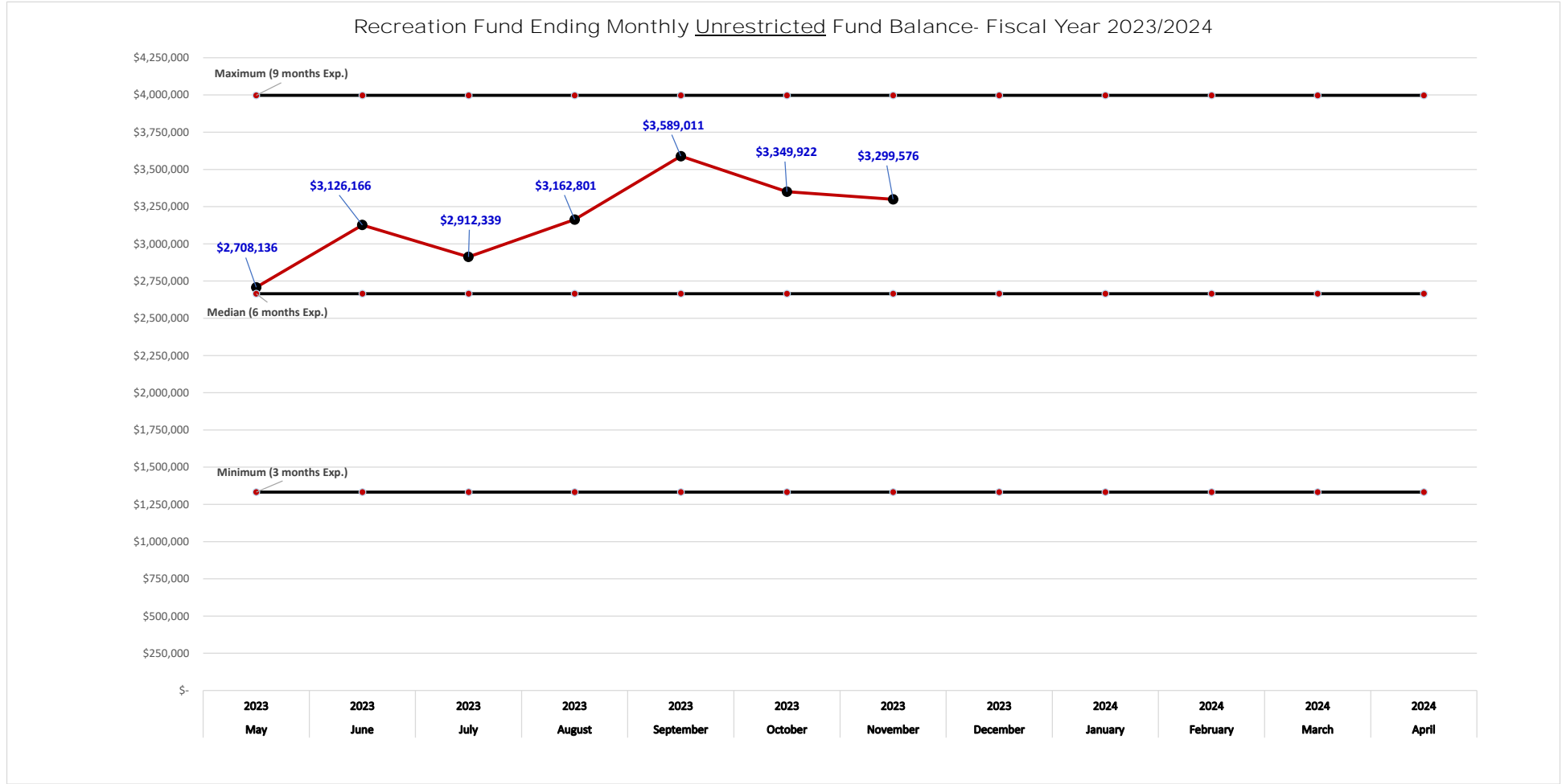
**Note>** Fiscal year 2023/2024 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2022/2023, the highlighted items reflect a variance of +/-10.00% or greater.

**Note 2>** Encumbered balances represent the commitment of appropriated (budgeted) funds to purchase goods and services. They set aside (encumber) appropriated funds for future expenditure and are used by staff to manage spending activity.



Oak Brook Park District  
Schedule of Ending Monthly Unrestricted Fund Balance- Recreation Fund

		Actuals- Unaudited														
		May	June	July	August	September	October	November	December	January	February	March	April	Fiscal		
		2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	2024	2024	Y-T-D		
Beginning Unrestricted	\$	2,011,373	\$	2,708,136	\$	3,126,166	\$	2,912,339	\$	3,162,801	\$	3,589,011	\$	3,349,922		
Monthly Net Surplus/(Deficit)		696,763		418,030		(213,827)		250,462		426,210		(239,089)		(50,345)	\$	1,288,203
Ending Unrestricted	\$	2,708,136	\$	3,126,166	\$	2,912,339	\$	3,162,801	\$	3,589,011	\$	3,349,922	\$	3,299,576	\$	-
										-		-		-		-



Minimum (3 months Exp.)	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476	\$ 1,332,476
Median (6 months Exp.)	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952	\$ 2,664,952
Maximum (9 months Exp.)	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428	\$ 3,997,428





## **Tennis Fund**

The Tennis Fund is used to account for the activities of our tennis center. The Tennis Fund is comprised of the following departments:

- Tennis Administration
- Building- Racquet Club
- Programs- Racquet Club
- Capital Outlay

The primary focus of this fund is to account for all tennis administration, recreational programming activities, client memberships, and special events. This fund also accounts for resources used to fund capital improvements at the tennis center.





**Tennis Center Fund (Recreational Facilities): Revenues and Expenses Summary (Unaudited)**

**Fiscal Year-to-Date Activity through November 30 2023 and 2022**

**58.33% completed (7 out of 12 months)**

Fiscal Year 2023/2024- Highlighted items reflect more than 8.33% variance							FY 2023/2024 compared to FY 2022/2023- Highlighted items reflect more than 10% variance		
	Original Annual Budget	November 2023 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2022/2023 YTD Actual	FY 2023/2024 YTD Actual Higher/(Lower) than 2022/2023 YTD Actual	Percent Change
<b>REVENUES</b>									
Administration	\$ 12,220	\$ 4,913	\$ 45,862	N/A	\$ 45,862	375.3%	\$ 25,297	\$ 20,564	81.3%
Building- Racquet Club	500	231	231	N/A	231	46.3%	-	231	N/A
Programs- Racquet Club	2,051,500	379,591	1,651,144	N/A	1,651,144	80.5%	1,358,137	293,007	21.6%
<b>TOTAL REVENUES</b>	<b>\$ 2,064,220</b>	<b>\$ 384,736</b>	<b>\$ 1,697,237</b>	<b>\$ -</b>	<b>\$ 1,697,237</b>	<b>82.2%</b>	<b>\$ 1,383,434</b>	<b>\$ 313,803</b>	<b>22.7%</b>
<b>EXPENSES</b>									
Administration	\$ 808,599	\$ 56,031	\$ 401,591	\$ 441	\$ 402,032	49.7%	\$ 340,360	\$ 61,231	18.0%
Building- Racquet Club	381,971	27,564	161,647	42,059	203,707	42.3%	143,000	18,648	13.0%
Programs- Racquet Club	858,000	59,987	380,977	-	380,977	44.4%	333,088	47,889	14.4%
Capital Outlay	430,000	3,140	48,496	18,460	66,956	11.3%	61,900	(13,404)	-21.7%
<b>TOTAL EXPENSES</b>	<b>\$ 2,478,571</b>	<b>\$ 146,721</b>	<b>\$ 992,710</b>	<b>\$ 60,960</b>	<b>\$ 1,053,670</b>	<b>40.1%</b>	<b>\$ 878,347</b>	<b>\$ 114,363</b>	<b>13.0%</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (414,351)</b>	<b>\$ 238,015</b>	<b>\$ 704,527</b>	<b>\$ (60,960)</b>	<b>\$ 643,567</b>	<b>-170.0%</b>	<b>\$ 505,087</b>	<b>\$ 199,440</b>	<b>39.5%</b>

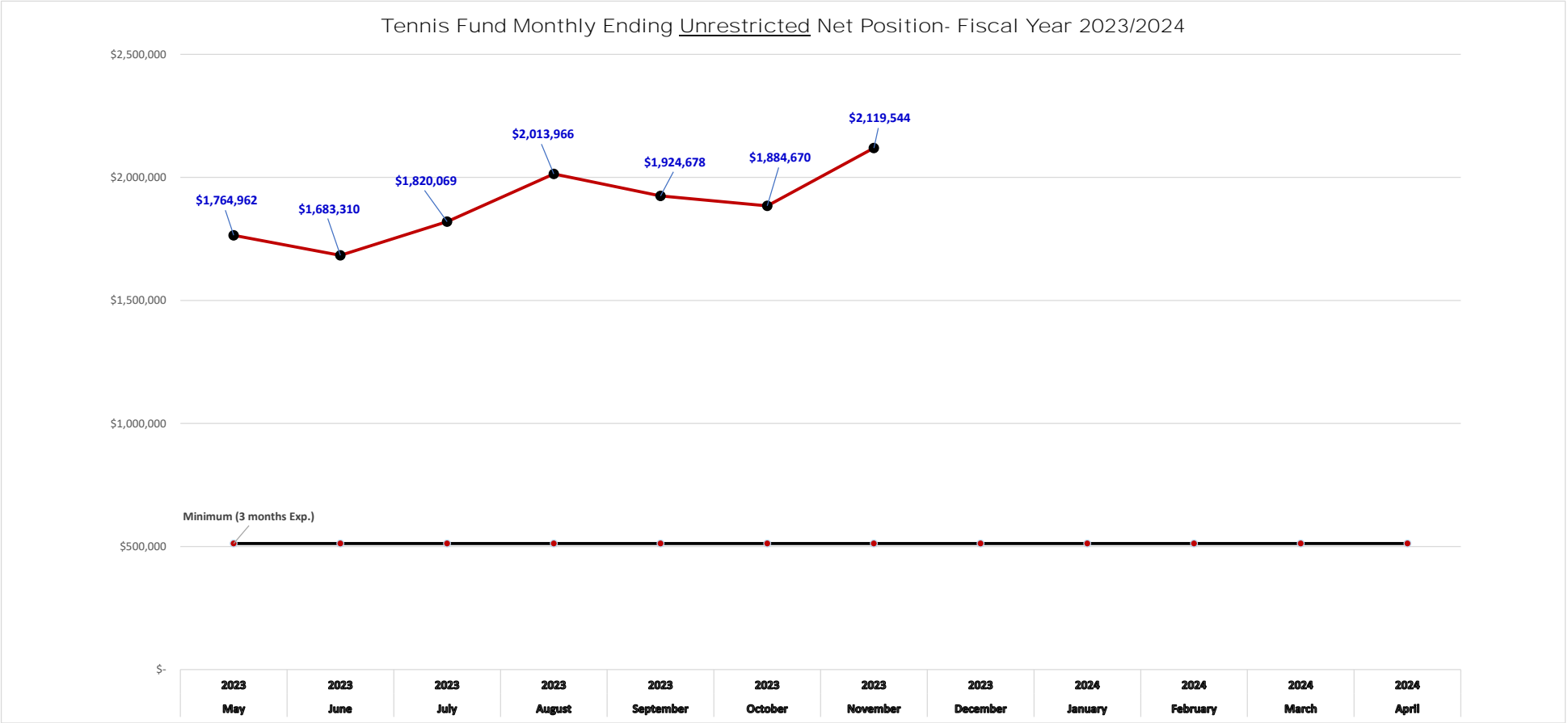
**Note>** Fiscal year 2023/2024 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2022/2023, the highlighted items reflect a variance of +/-10.00% or greater.

**Note 2>** Encumbered balances represent the commitment of appropriated (budgeted) funds to purchase goods and services. They set aside (encumber) appropriated funds for future expense and are used by staff to manage spending activity.



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

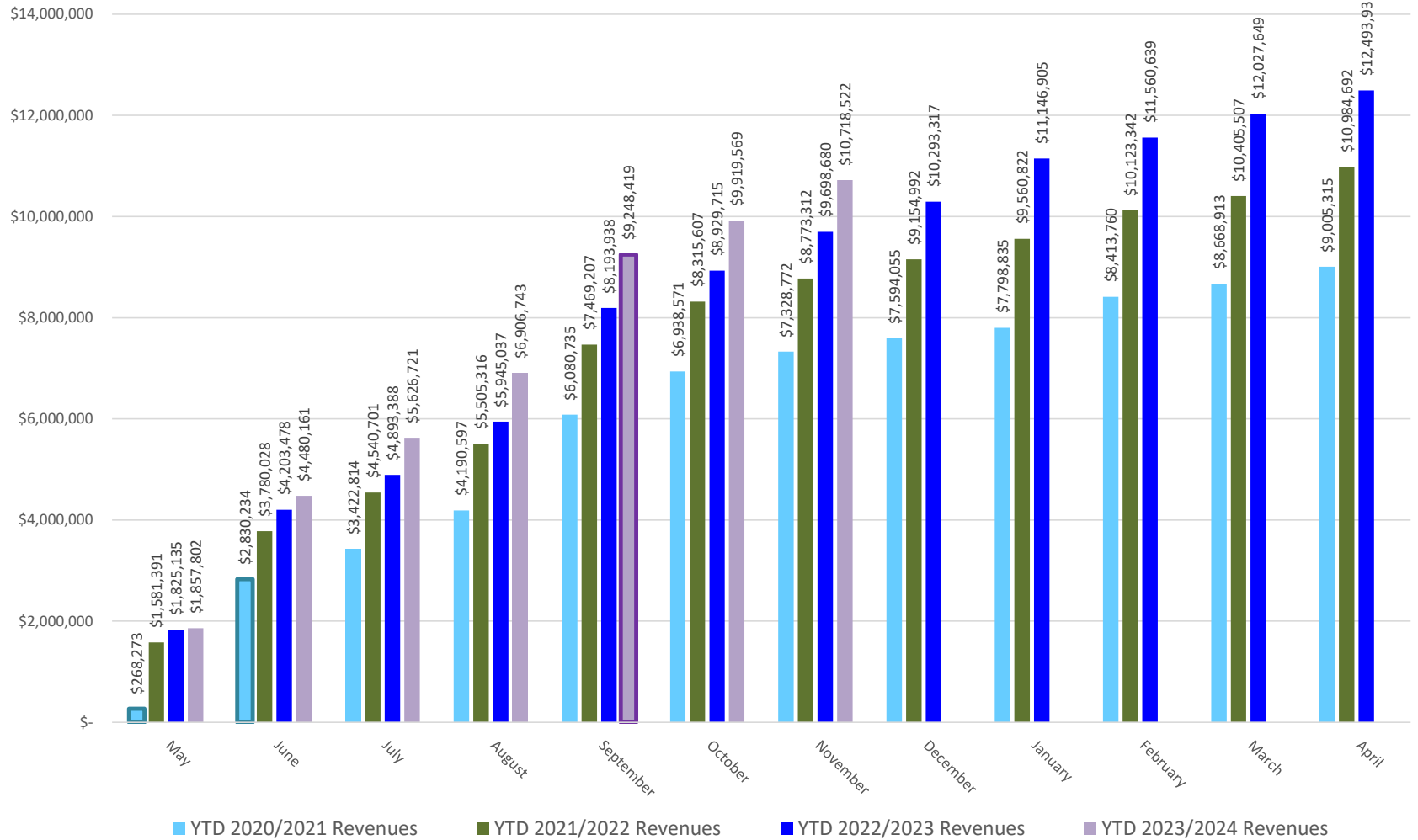
Actuals- Unaudited													
	May	June	July	August	September	October	November	December	January	February	March	April	Fiscal
	2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	2024	2024	Y-T-D
Beginning Investment in Capital Assets	\$ 1,610,979	\$ 1,610,979	\$ 1,633,799	\$ 1,633,799	\$ 1,639,694	\$ 1,656,335	1,656,335						
Beginning Unrestricted	1,463,513	1,764,962	1,683,310	1,820,069	2,013,966	1,924,678	1,884,670						
Monthly Net Surplus/(Deficit)	301,449	(58,832)	136,758	199,792	(72,648)	(40,008)	238,015						\$ 704,527
Ending Investment in Capital Assets	\$ 1,610,979	\$ 1,633,799	\$ 1,633,799	\$ 1,639,694	\$ 1,656,335	\$ 1,656,335	\$ 1,659,475						
Ending Unrestricted	\$ 1,764,962	\$ 1,683,310	\$ 1,820,069	\$ 2,013,966	\$ 1,924,678	\$ 1,884,670	\$ 2,119,544						



Minimum (3 months Exp.)	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143	\$ 512,143
Median (6 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Maximum (9 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A



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



#### NOTES

##### 2020/2021

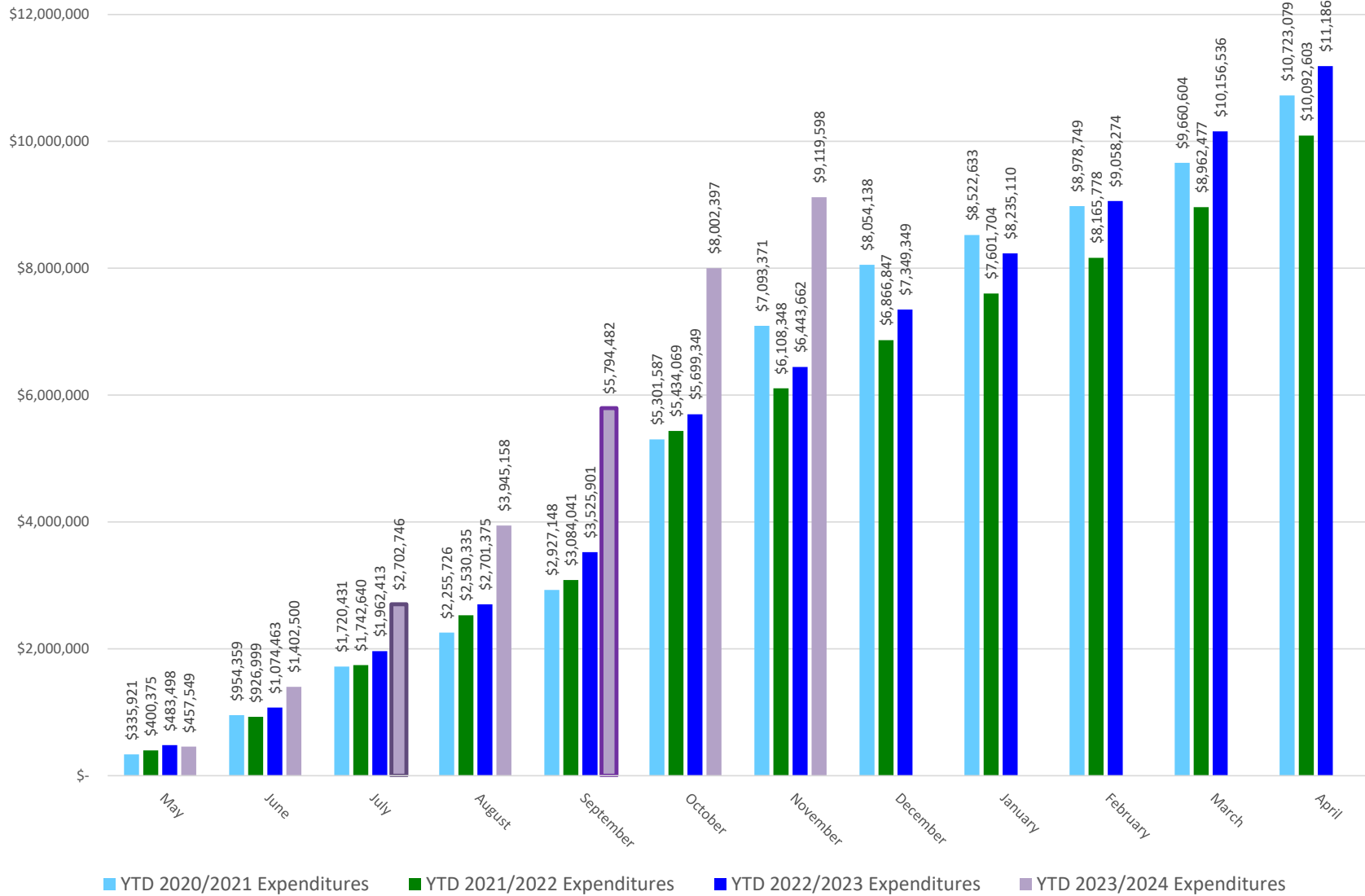
The large decreases in May and June 2020 revenues is attributed to the closure of all our indoor and outdoor recreation facilities as a result of the COVID-19 pandemic. Such closure began in Mid-March 2020 and extended through the end of June 2020, with the resumption of limited on-site programming during the month of June.

##### 2023/2024

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



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



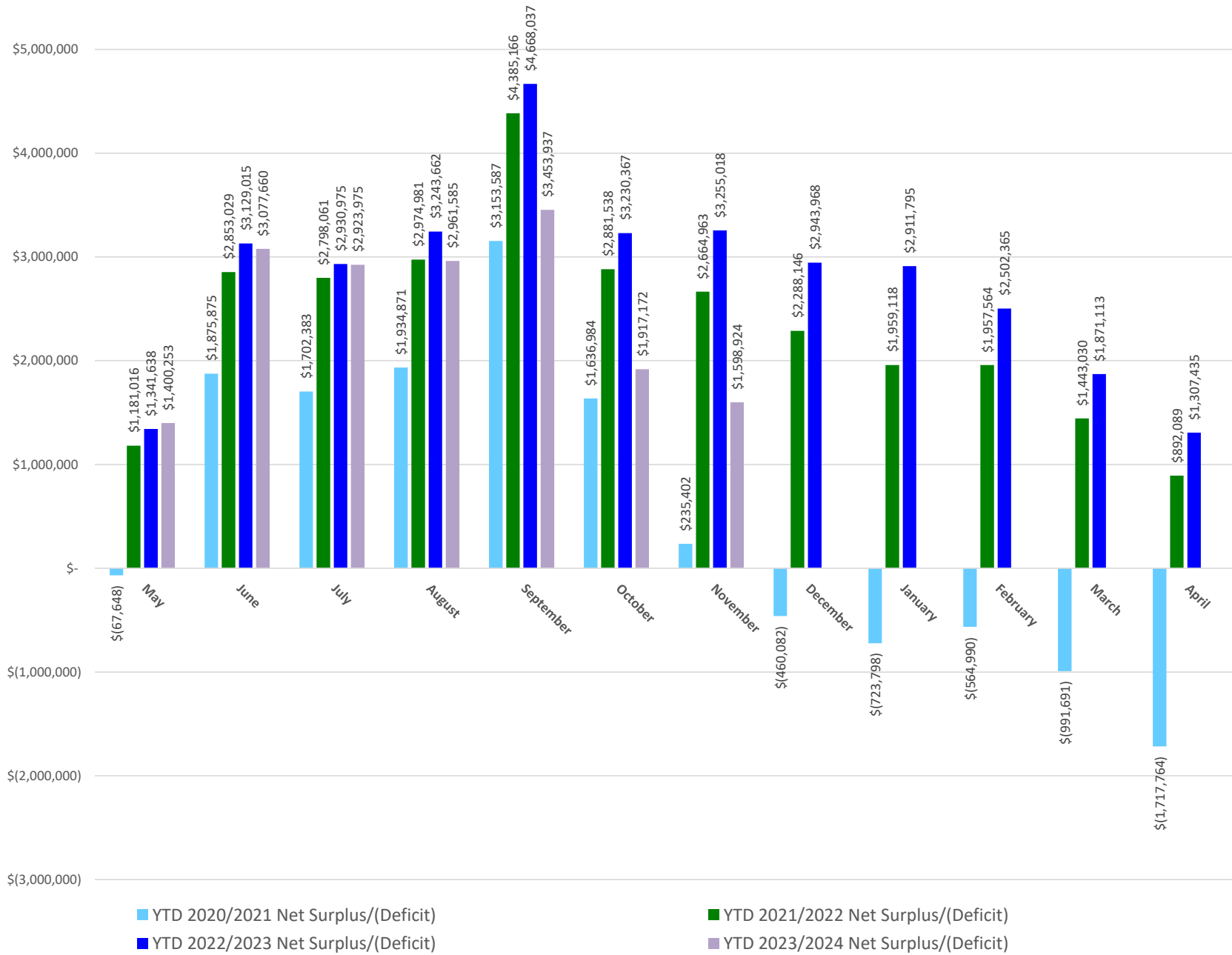
### NOTES

**2023/2024**

The large increase in Y-T-D expenditures are being primarily driven by increased capital improvement costs for our Central Park improvements (e.g. bathrooms, pavilion, synthetic turf field).



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







**OAK BROOK PARK DISTRICT**  
**SUMMARIZED REVENUE & EXPENDITURE REPORT**  
**November 2023**

	<b>FY 2023/2024 ANNUAL BUDGET</b>	<b>CURRENT MONTH ACTUAL</b>	<b>Y-T-D ACTUAL (7 months)</b>
<b>GENERAL CORPORATE FUND</b>			
Revenues & transfers in	\$ 3,642,146	\$ 89,386	\$ 2,880,178
Expenditures & transfers out	3,757,134	236,775	1,678,268
Net surplus/(deficit)	\$ (114,988)	\$ (147,388)	\$ 1,201,910
<b>RECREATION FUND</b>			
Revenues & transfers in	\$ 4,870,680	\$ 217,236	\$ 3,591,812
Expenditures & transfers out	5,329,904	267,582	2,303,609
Net surplus/(deficit)	\$ (459,225)	\$ (50,345)	\$ 1,288,204
<b>IMRF FUND</b>			
Revenues & transfers in	\$ 141,986	\$ 942	\$ 101,341
Expenditures & transfers out	175,000	13,292	97,868
Net surplus/(deficit)	\$ (33,014)	\$ (12,350)	\$ 3,472
<b>LIABILITY INSURANCE FUND</b>			
Revenues & transfers in	\$ 110,730	\$ 1,442	\$ 100,165
Expenditures & transfers out	145,601	3,182	72,959
Net surplus/(deficit)	\$ (34,871)	\$ (1,740)	\$ 27,205
<b>AUDIT FUND</b>			
Revenues & transfers in	\$ 16,903	\$ 209	\$ 17,369
Expenditures & transfers out	16,175	1,500	12,750
Net surplus/(deficit)	\$ 728	\$ (1,291)	\$ 4,619
<b>DEBT SERVICE FUND</b>			
Revenues & transfers in	\$ 1,903,875	\$ 17,952	\$ 1,587,932
Expenditures & transfers out	1,887,377	-	1,247,255
Net surplus/(deficit)	\$ 16,498	\$ 17,952	\$ 340,678
<b>RECREATIONAL FACILITIES FUND (TENNIS CENTER)</b>			
Revenues	\$ 2,064,220	\$ 384,736	\$ 1,697,237
Expenses	2,478,571	146,721	992,710
Net surplus/(deficit)	\$ (414,351)	\$ 238,015	\$ 704,527
<b>SPECIAL RECREATION FUND</b>			
Revenues & transfers in	\$ 336,927	\$ 4,078	\$ 302,138
Expenditures & transfers out	378,217	33,750	228,012
Net surplus/(deficit)	\$ (41,290)	\$ (29,673)	\$ 74,125





**OAK BROOK PARK DISTRICT**  
**SUMMARIZED REVENUE & EXPENDITURE REPORT**  
**November 2023**

	<b>FY 2023/2024 ANNUAL BUDGET</b>	<b>CURRENT MONTH ACTUAL</b>	<b>Y-T-D ACTUAL (7 months)</b>
<b>CAPITAL PROJECTS FUND</b>			
Revenues & transfers in	\$ 966,000	\$ 79,233	\$ 195,085
Expenditures & transfers out	3,470,100	393,121	2,313,146
Net surplus/(deficit)	\$ (2,504,100)	\$ (313,888)	\$ (2,118,061)
<b>SOCIAL SECURITY FUND</b>			
Revenues & transfers in	\$ 272,324	\$ 2,997	\$ 245,265
Expenditures & transfers out	292,995	21,278	173,021
Net surplus/(deficit)	\$ (20,671)	\$ (18,282)	\$ 72,244
<b>CONSOLIDATED SUMMARY</b>			
Revenues & transfers in	\$ 14,325,792	\$ 798,211	\$ 10,718,522
Expenditures/expenses & transfers out	17,931,074	1,117,201	9,119,598
Net surplus/(deficit)	\$ (3,605,282)	\$ (318,990)	\$ 1,598,924



**OAK BROOK PARK DISTRICT**  
**CONSOLIDATED REVENUES AND EXPENDITURES REPORT**  
**Month: November 2023**

	<b>CONSOLIDATED TOTALS</b>
<b>REVENUES &amp; TRANSFERS IN</b>	
Property Taxes	\$ 59,333
Replacement Taxes	-
Interest	32,174
Miscellaneous	107
Fitness Center Fees	64,651
Aquatic Center & Program Fees	43,574
Recreation Program Fees	457,139
Marketing	9,000
FRC Rental/Member Fees	36,619
Field Rentals- Central Park North	5,450
Field Rentals- Central Park	16,050
Satellite Parks & DNS	-
Information Technology	-
CPW Building Rentals	4,497
Grant Proceeds	69,617
Overhead Revenue-FRC & Rental	-
Overhead Revenue-I.T.	-
Transfers In	-
<b>TOTAL- REVENUES &amp; TRANSFERS IN</b>	<b>\$ 798,211</b>
<b>EXPENDITURES/EXPENSES &amp; TRANSFERS OUT</b>	
Accounts Payable and Other	\$ 627,621
Payroll and Related Benefits	489,580
Overhead Expenditures	-
Transfers Out	-
<b>TOTAL EXPENDITURES/EXPENSES &amp; TRANSFERS OUT</b>	<b>\$ 1,117,201</b>
<b>NET REVENUES/(EXPENDITURES/EXPENSES)</b>	<b>\$ (318,990)</b>



**Oak Brook Park District  
Consolidated Balance Sheet  
As of November 30, 2023**

**ASSETS**

	<b>Consolidated Totals</b>
<b>Current Assets</b>	
Cash and Investments	\$ 10,432,356
Receivables - Net of Allowances	-
Property Taxes	5,410,785
Accounts	1,096,874
Due from Other Funds	-
Prepays	1,595
Inventories	31,917
Total Current Assets	<u>\$ 16,973,526</u>
<b>Noncurrent Assets</b>	
Capital Assets	
Non-depreciable	\$ 40,475
Depreciable	5,400,929
Accumulated Depreciation	(3,830,424)
Total Noncurrent Assets	<u>\$ 1,610,980</u>
 Total Assets	 \$ 18,584,506

**DEFERRED OUTFLOWS OF RESOURCES**

Deferred Items-IMRF	\$ 210,773
 <b>Total Assets and Deferred Outflows of Resources</b>	 <b><u>\$ 18,795,279</u></b>

**LIABILITIES**

<b>Current Liabilities</b>	
Accounts Payable	\$ 69,694
Accrued Payroll	7,673
Retainage Payable	70,532
Unearned Revenue	760,674
Due To Other Funds	-
Unclaimed Property	917
Total Current Liabilities	<u>\$ 909,490</u>
<b>Noncurrent Liabilities</b>	
Compensated Absences Payable	\$ 30,841
Net Pension Liability - IMRF	185,023
Total OPEB Liability - RBP	167,291
Total Noncurrent Liabilities	<u>\$ 383,155</u>
 Total Liabilities	 \$ 1,292,646

**DEFERRED INFLOWS OF RESOURCES**

Deferred Items - IMRF	\$ 48,680
Property Taxes	5,410,785
 <b>Total Liabilities and Deferred Inflows of Resources</b>	 <b><u>\$ 6,752,110</u></b>

**FUND/NET POSITION BALANCES**

Non-spendable	\$ -
Restricted	893,099
Committed	4,747,524
Assigned	-
Unassigned	2,623,527
 Net Investment in Capital Assets	 1,659,475
Restricted	-
Unrestricted	2,119,544
<b>Total Fund/Net Position Balances</b>	<b><u>\$ 12,043,169</u></b>
 <b>Total Liabilities, Deferred Inflows of Resources and Fund/ Net Position Balances</b>	 <b><u>\$ 18,795,279</u></b>



**OAK BROOK PARK DISTRICT**  
**Treasurer's Report- As of November 30, 2023**

Investment Type	Bank/Institution	Current Year Balance	Current Rate/APY	Prior Year Rate/APY	Description/Note	Concentration Percentage
<b><u>Money Market</u></b>						
	Evergreen Bank	\$ 5,074,951.52	3.040%	0.600%	Interest-bearing	54.76%
	Hinsdale Bank	806,535.80	5.660%	3.640%	Interest-bearing	8.70%
	Sub-Total:	<u>\$ 5,881,487.32</u>				<u>63.46%</u>
<b><u>Savings</u></b>						
	Evergreen Bank	\$ 204,020.23	2.500%	0.650%	Interest-bearing (Insured Cash Sweep)	2.20%
<b><u>Checking</u></b>						
	Fifth Third Bank	\$ 24,173.06	0.650%	0.620%	Interest-bearing	0.26%
<b><u>Investment Pool</u></b>						
	The Illinois Funds	\$ 3,158,615.54	5.519%	3.586%	Illinois Public Treasurers' Investment Pool	34.08%
	Grand Total Investments:	<u><u>\$ 9,268,296.15</u></u>				<u><u>100.00%</u></u>
<b><u>Benchmark</u></b>						
Three-month U.S. Treasury Bill			5.401%	4.352%	Highly liquid short-term security. Payment of principal and interest guaranteed by the full faith and credit of the U.S. government. Rate is as of the day's close on 11/30/23 and 11/30/2022 .	



**Oak Brook Park District**  
**Schedule of Capital Expenditures/Expenses**  
**As of November 30, 2023**

<b>FUND &amp; DESCRIPTION</b>	<b>VENDORS</b>	<b>Year-to-Date Expenditures</b>
<b><u>Capital Projects Fund</u></b>		
Central Park North Phase 2- Design & engineering, soil borings, equipment, furnishings, permit fees, construction, etc. (82% allocation)	Zepole Restaurant Supply, Icon Shelter, Landscape Structures, Vacker Inc., Village of Oak Brook, Charles Vincent George, Geocon, Hinsdale Nurseries, Integral Construction, Robbins Schwartz, Amazon (p-card), Insight Direct	\$ 1,535,298.89
Central Park North Phase 2- Legal fees	Robbins Schwartz	902.00
Ginger Creek bridge-Design & engineering	V3 Companies Ltd.	14,720.00
Ginger Creek bridge- Legal fees	Robbins Schwartz	908.00
Synthetic turf replacement- Central Park	Fieldturf USA, Inc.	671,755.40
License plate reader security system	Minuteman Security	7,254.36
Tennis Center outdoor patio improvements	A&A Paving, NuToys, Peerless Enterprise	38,009.50
Tennis courts resurfacing and sealing-Chillem Park	Perm-A-Seal Sports	19,480.00
Electrical service feed installation- Winter Lights	Oakwood Electric, Construction by Camco	16,927.32
FRC employee hallway door and wall project	Construction Solutions	7,341.00
CPW entryway and bathroom reconstruction project	Robbins Schwartz	550.00
	<b>Sub-total Balance:</b>	<b>\$ 2,313,146.47</b>
<b><u>Recreation Fund</u></b>		
Tennis courts resurfacing- Saddle Brook	American Sealcoating	\$ 19,000.00
Tennis courts resurfacing- Forest Glen	American Sealcoating	19,000.00
Aquatics HVAC and tile deck	Kluber Architects	1,098.79
Asphalt replacement project	Chicagoland Paving Contractors	102,800.77
	<b>Sub-total Balance:</b>	<b>\$ 141,899.56</b>
<b><u>Tennis Fund</u></b>		
Tennis Center outdoor patio improvements	A&A Paving, NuToys, Peerless Enterprise	\$ 45,355.72
Tennis Center registration front desk project	Kluber Architects & Engineering	3,140.00
	<b>Sub-total Balance:</b>	<b>\$ 48,495.72</b>
<b><u>Special Recreation Fund</u></b>		
Adaptive changing table- Family Locker Room	eSpecial Needs	\$ 891.86
Central Park North Phase 2- Design & engineering, construction (18% allocation)	Charles Vincent George, Integral Construction	109,185.70
Tennis Center outdoor patio improvements	A&A Paving, Treetop Products	12,333.84
Tennis courts resurfacing- Saddle Brook	American Sealcoating	8,900.00
Tennis courts resurfacing- Forest Glen	American Sealcoating	8,900.00
Tennis courts resurfacing and sealing-Chillem Park	Perm-A-Seal Sports	5,000.00
Asphalt replacement project	Chicagoland Paving Contractors	14,999.23
	<b>Sub-total Balance:</b>	<b>\$ 160,210.63</b>
	<b>TOTAL YEAR-TO-DATE CAPITAL EXPENDITURES:</b>	<b>\$ 2,663,752.38</b>



Warrant



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## WARRANT #679

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

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POST DATES 12/18/2023 - 12/18/2023

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
47181	ACCRUE SOLUTIONS LLC	12/01/2023	12/18/2023	67.15	67.15	Open	N
47158	ANDERSON ELEVATOR CO.	12/01/2023	12/18/2023	626.00	626.00	Open	N
47107	AQUA PURE ENTERPRISES, INC.	11/27/2023	12/18/2023	1,264.17	1,264.17	Open	N
47143	BEST OFFICIALS	10/29/2023	12/18/2023	1,760.00	1,760.00	Open	N
47216	BEST OFFICIALS	11/30/2023	12/18/2023	1,144.00	1,144.00	Open	N
47141	BREAKAWAY BASKETBALL INC	11/07/2023	12/18/2023	5,000.00	5,000.00	Open	N
47142	BREAKAWAY BASKETBALL INC	11/02/2023	12/18/2023	81,801.60	81,801.60	Open	N
47172	BUTTREY RENTAL SERVICE INC.	11/27/2023	12/18/2023	50.00	50.00	Open	N
47173	BUTTREY RENTAL SERVICE INC.	11/03/2023	12/18/2023	715.75	715.75	Open	N
47174	BUTTREY RENTAL SERVICE INC.	11/10/2023	12/18/2023	1,050.50	1,050.50	Open	N
47147	C. ACITELLI HEATING & PIPING INC.	10/05/2023	12/18/2023	47,194.20	47,194.20	Open	N
47185	CARDMEMBER SERVICE	11/27/2023	12/18/2023	176.42	176.42	Open	N
47186	CARDMEMBER SERVICE	11/27/2023	12/18/2023	33.80	33.80	Open	N
47187	CARDMEMBER SERVICE	11/27/2023	12/18/2023	64.90	64.90	Open	N
47188*	CARDMEMBER SERVICE	11/27/2023	12/18/2023	1,901.36	1,901.36	Open	N
47189	CARDMEMBER SERVICE	11/27/2023	12/18/2023	218.04	218.04	Open	N
47190	CARDMEMBER SERVICE	11/27/2023	12/18/2023	160.00	160.00	Open	N
47191	CARDMEMBER SERVICE	11/27/2023	12/18/2023	698.66	698.66	Open	N
47192	CARDMEMBER SERVICE	11/27/2023	12/18/2023	633.16	633.16	Open	N
47193	CARDMEMBER SERVICE	11/27/2023	12/18/2023	1,102.18	1,102.18	Open	N
47194	CARDMEMBER SERVICE	11/27/2023	12/18/2023	424.18	424.18	Open	N
47196	CARDMEMBER SERVICE	11/27/2023	12/18/2023	540.13	540.13	Open	N
47197	CARDMEMBER SERVICE	11/27/2023	12/18/2023	302.51	302.51	Open	N
47198	CARDMEMBER SERVICE	11/27/2023	12/18/2023	(310.95)	(310.95)	Open	N
47199	CARDMEMBER SERVICE	11/27/2023	12/18/2023	48.98	48.98	Open	N
47200*	CARDMEMBER SERVICE	11/27/2023	12/18/2023	245.76	245.76	Open	N
47201	CARDMEMBER SERVICE	11/27/2023	12/18/2023	220.98	220.98	Open	N
47202	CARDMEMBER SERVICE	11/27/2023	12/18/2023	490.37	490.37	Open	N
47204	CARDMEMBER SERVICE	11/27/2023	12/18/2023	659.60	659.60	Open	N
47205	CARDMEMBER SERVICE	11/27/2023	12/18/2023	387.42	387.42	Open	N
47206	CARDMEMBER SERVICE	11/27/2023	12/18/2023	510.21	510.21	Open	N
47207	CARDMEMBER SERVICE	11/27/2023	12/18/2023	369.29	369.29	Open	N
47208	CARDMEMBER SERVICE	11/27/2023	12/18/2023	265.00	265.00	Open	N
47209*	CARDMEMBER SERVICE	11/27/2023	12/18/2023	370.64	370.64	Open	N
47210	CARDMEMBER SERVICE	11/27/2023	12/18/2023	2,284.80	2,284.80	Open	N
47217	CARDMEMBER SERVICE	11/27/2023	12/18/2023	2,499.16	2,499.16	Open	N
47218	CARDMEMBER SERVICE	11/27/2023	12/18/2023	1,891.11	1,891.11	Open	N
47220	CARDMEMBER SERVICE	11/27/2023	12/18/2023	7,487.17	7,487.17	Open	N
47223	CARDMEMBER SERVICE	11/30/2023	12/18/2023	2,089.44	2,089.44	Open	N
47225	CARDMEMBER SERVICE	11/27/2023	12/18/2023	909.95	909.95	Open	N
47227*	CARDMEMBER SERVICE	11/27/2023	12/18/2023	6,863.35	6,863.35	Open	N
47184	CASE LOTS INC.	12/05/2023	12/18/2023	462.40	462.40	Open	N
47211	CHARLES VINCENT GEORGE ARCHITECTS	12/14/2023	12/18/2023	1,173.34	1,173.34	Open	N
47212	CHARLES VINCENT GEORGE ARCHITECTS	12/14/2023	12/18/2023	183.12	183.12	Open	N
47177	CHICAGO CLASSIC COACH, LLC	12/05/2023	12/18/2023	845.00	845.00	Open	N
47180	CLASSIC LANDSCAPE, LTD.	10/26/2023	12/18/2023	5,402.25	5,402.25	Open	N
47140	COM ED	10/30/2023	12/18/2023	1,183.82	1,183.82	Open	N



Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
47179	COM ED	10/26/2023	12/18/2023	29.71	29.71	Open	N
47060	COMMEG SYSTEMS, INC.	11/03/2023	12/18/2023	1,575.00	1,575.00	Open	N
47106	CORRECT DIGITAL DISPLAYS INC	11/28/2023	12/18/2023	2,900.00	2,900.00	Open	N
47144	DOTY & SONS CONCRETE PRODUCTS, INC	11/01/2023	12/18/2023	10,699.00	10,699.00	Open	N
47069	EBEL'S ACE HARDWARE #8313	11/06/2023	12/18/2023	17.98	17.98	Open	N
47175	EBEL'S ACE HARDWARE #8313	11/21/2023	12/18/2023	17.26	17.26	Open	N
47115	ENERGIZE SPORTZ	11/13/2023	12/18/2023	3,409.70	3,409.70	Open	N
47226	ENERGIZE SPORTZ	12/05/2023	12/18/2023	2,641.10	2,641.10	Open	N
47079	EXACT SPORT LLC	10/30/2023	12/18/2023	192.00	192.00	Open	N
47083	FERGUSON FACILITY #3400	11/10/2023	12/18/2023	231.65	231.65	Open	Y
47224	FERGUSON FACILITY #3400	11/27/2023	12/18/2023	1,823.34	1,823.34	Open	N
47074	FETTES LOVE & SEIBEN INC	11/12/2023	12/18/2023	7,240.00	7,240.00	Open	N
47134	FLAGG CREEK WATER RECLAMATION	11/28/2023	12/18/2023	25.38	25.38	Open	N
47135	FLAGG CREEK WATER RECLAMATION	11/28/2023	12/18/2023	91.71	91.71	Open	N
47136	FLAGG CREEK WATER RECLAMATION	11/28/2023	12/18/2023	38.01	38.01	Open	N
47137	FLAGG CREEK WATER RECLAMATION	11/28/2023	12/18/2023	1,555.62	1,555.62	Open	N
47138	FLAGG CREEK WATER RECLAMATION	11/28/2023	12/18/2023	25.38	25.38	Open	N
47087	GEOCON PROFESSIONAL SERVICES, LLC	11/08/2023	12/18/2023	500.00	500.00	Open	N
47084	GRAINGER	11/13/2023	12/18/2023	123.20	123.20	Open	N
47085	GRAINGER	11/13/2023	12/18/2023	33.96	33.96	Open	N
47081	HAGG PRESS	11/16/2023	12/18/2023	94.00	94.00	Open	N
47082	HAGG PRESS	11/14/2023	12/18/2023	515.00	515.00	Open	N
47157	HAGG PRESS	11/29/2023	12/18/2023	135.00	135.00	Open	N
47176	HAGG PRESS	12/04/2023	12/18/2023	751.00	751.00	Open	N
47076	HARRIS COMPUTER SYSTEMS	11/09/2023	12/18/2023	262.74	262.74	Open	N
47118	HOME DEPOT CREDIT SERVICES	11/13/2023	12/18/2023	130.06	130.06	Open	N
47119	HOME DEPOT CREDIT SERVICES	11/22/2023	12/18/2023	66.08	66.08	Open	N
47120	HOME DEPOT CREDIT SERVICES	11/14/2023	12/18/2023	101.99	101.99	Open	N
47121	HOME DEPOT CREDIT SERVICES	11/14/2023	12/18/2023	331.24	331.24	Open	N
47122	HOME DEPOT CREDIT SERVICES	11/06/2023	12/18/2023	(0.74)	(0.74)	Open	N
47123	HOME DEPOT CREDIT SERVICES	11/27/2023	12/18/2023	53.43	53.43	Open	N
47124	HOME DEPOT CREDIT SERVICES	11/21/2023	12/18/2023	128.77	128.77	Open	N
47126	HOME DEPOT CREDIT SERVICES	11/17/2023	12/18/2023	134.78	134.78	Open	N
47127	HOME DEPOT CREDIT SERVICES	11/20/2023	12/18/2023	18.47	18.47	Open	N
47128	HOME DEPOT CREDIT SERVICES	11/14/2023	12/18/2023	124.10	124.10	Open	N
47129	HOME DEPOT CREDIT SERVICES	11/14/2023	12/18/2023	39.69	39.69	Open	N
47130	HOME DEPOT CREDIT SERVICES	11/14/2023	12/18/2023	228.41	228.41	Open	N
47131	HOME DEPOT CREDIT SERVICES	11/14/2023	12/18/2023	67.89	67.89	Open	N
47132	HOME DEPOT CREDIT SERVICES	11/11/2023	12/18/2023	42.58	42.58	Open	N
47133	HOME DEPOT CREDIT SERVICES	11/01/2023	12/18/2023	10.04	10.04	Open	N
47148	HOME DEPOT CREDIT SERVICES	10/05/2023	12/18/2023	11.51	11.51	Open	N
47149	HOME DEPOT CREDIT SERVICES	10/05/2023	12/18/2023	48.89	48.89	Open	N
47203	ILLINOIS MUNICIPAL RETIREMENT FUND	11/02/2023	12/18/2023	10,858.40	10,858.40	Open	N
47071	ILLINOIS STATE POLICE	10/31/2023	12/18/2023	70.00	70.00	Open	N
47229	INTEGRAL CONSTRUCTION INC	11/01/2023	12/18/2023	163,870.00	163,870.00	Open	N
47230	INTEGRAL CONSTRUCTION INC	11/01/2023	12/18/2023	161,744.00	161,744.00	Open	N
47150	JC LICHT LLC	11/17/2023	12/18/2023	162.77	162.77	Open	N



Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
47167	JC LICHT LLC	11/30/2023	12/18/2023	167.09	167.09	Open	N
47168	JC LICHT LLC	11/21/2023	12/18/2023	66.39	66.39	Open	N
47101	JOHNSON CONTROLS SECURITY SOLUTION	11/11/2023	12/18/2023	293.48	293.48	Open	N
47145	JOHNSON CONTROLS SECURITY SOLUTION	10/30/2023	12/18/2023	1,016.17	1,016.17	Open	N
47214	JOHNSON CONTROLS SECURITY SOLUTION	11/11/2023	12/18/2023	314.96	314.96	Open	N
47078	KLUBER ARCHITECTS & ENGINEERS	10/31/2023	12/18/2023	1,570.00	1,570.00	Open	N
47232	KLUBER ARCHITECTS & ENGINEERS	11/30/2023	12/18/2023	4,710.00	4,710.00	Open	N
47162	KONICA MINOLTA BUSINESS	11/30/2023	12/18/2023	706.68	706.68	Open	N
47163	KONICA MINOLTA BUSINESS	11/30/2023	12/18/2023	13.03	13.03	Open	N
47067	KONICA MINOLTA PREMIER FINANCE	10/31/2023	12/18/2023	739.00	739.00	Open	N
47171	LENNO LASN	11/30/2023	12/18/2023	966.00	966.00	Open	N
47116	LESLIE ELIZABETH GODDARD	11/17/2023	12/18/2023	400.00	400.00	Open	N
47086	MARKET ACCESS CORP	11/13/2023	12/18/2023	370.00	370.00	Open	N
47075	MASTERBLEND INTERNATIONAL LLC	10/30/2023	12/18/2023	467.70	467.70	Open	N
47089	McMASTER-CARR	11/13/2023	12/18/2023	158.64	158.64	Open	N
47090	McMASTER-CARR	11/13/2023	12/18/2023	61.35	61.35	Open	N
47070	MENARDS	11/02/2023	12/18/2023	66.54	66.54	Open	N
47091	NEVCO INC	11/20/2023	12/18/2023	15,206.63	15,206.63	Open	N
47058	NEXT GENERATION	11/06/2023	12/18/2023	304.00	304.00	Open	N
47113	NEXT GENERATION	11/20/2023	12/18/2023	720.00	720.00	Open	N
47102	NICOR GAS	11/03/2023	12/18/2023	881.57	881.57	Open	N
47103	NICOR GAS	11/03/2023	12/18/2023	288.49	288.49	Open	N
47146	NICOR GAS	10/05/2023	12/18/2023	709.37	709.37	Open	N
47104	NRG BUSINESS MARKETING LLC	11/07/2023	12/18/2023	301.12	301.12	Open	N
47105	NRG BUSINESS MARKETING LLC	11/07/2023	12/18/2023	4,508.12	4,508.12	Open	N
47059	OAKBROOK TERRACE PARK DISTRICT	11/06/2023	12/18/2023	101.70	101.70	Open	N
47077	OAKWOOD ELECTRIC	10/16/2023	12/18/2023	10,477.31	10,477.31	Open	N
47065	OZINGA READY MIX CONCRETE INC	10/27/2023	12/18/2023	540.38	540.38	Open	N
47221	PC CONNECTION	10/26/2023	12/18/2023	3,150.00	3,150.00	Open	N
47063	PFEIFFER'S PEST CONTROL	10/31/2023	12/18/2023	350.00	350.00	Open	N
47183	PFEIFFER'S PEST CONTROL	11/30/2023	12/18/2023	100.00	100.00	Open	N
47213	PFEIFFER'S PEST CONTROL	11/30/2023	12/18/2023	350.00	350.00	Open	N
47164	QUENCH USA, INC	12/01/2023	12/18/2023	141.36	141.36	Open	N
47159	SBC WASTE SOLUTIONS	11/30/2023	12/18/2023	300.00	300.00	Open	N
47160	SBC WASTE SOLUTIONS	11/30/2023	12/18/2023	140.00	140.00	Open	N
47161	SBC WASTE SOLUTIONS	11/30/2023	12/18/2023	280.00	280.00	Open	N
47170	SBC WASTE SOLUTIONS	11/30/2023	12/18/2023	465.50	465.50	Open	N
47215	SECURITAS TECHNOLOGY CORPORATION	06/01/2023	12/18/2023	1,359.00	1,359.00	Open	N
47111	SERVICE SANITATION, INC.	11/10/2023	12/18/2023	97.85	97.85	Open	N
47112	SERVICE SANITATION, INC.	11/10/2023	12/18/2023	97.85	97.85	Open	N
47182	SK ELECTRONICS	12/05/2023	12/18/2023	270.00	270.00	Open	N
47151	SONITROL CHICAGOLAND WEST	11/09/2023	12/18/2023	1,504.50	1,504.50	Open	N
47152	SONITROL CHICAGOLAND WEST	11/09/2023	12/18/2023	162.00	162.00	Open	N
47153	SONITROL CHICAGOLAND WEST	11/09/2023	12/18/2023	1,504.50	1,504.50	Open	N
47154	SONITROL CHICAGOLAND WEST	11/09/2023	12/18/2023	162.00	162.00	Open	N
47155	SONITROL CHICAGOLAND WEST	11/09/2023	12/18/2023	1,504.50	1,504.50	Open	N
47156	SONITROL CHICAGOLAND WEST	11/09/2023	12/18/2023	162.00	162.00	Open	N



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INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
POST DATES 12/18/2023 - 12/18/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

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Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
47219	SONITROL CHICAGOLAND WEST	11/13/2023	12/18/2023	1,695.00	1,695.00	Open	N
47110	STERLING NETWORK INTEGRATION	11/20/2023	12/18/2023	412.50	412.50	Open	N
47178	STERLING NETWORK INTEGRATION	11/17/2023	12/18/2023	541.92	541.92	Open	N
47066	TAMELING INDUSTRIES INC.	11/02/2023	12/18/2023	420.00	420.00	Open	N
47114	TAMELING INDUSTRIES INC.	11/16/2023	12/18/2023	64.00	64.00	Open	N
47231	THE LANE SCHOOL PTO	12/11/2023	12/18/2023	600.00	600.00	Open	N
47073	TITAN IMAGE GROUP, INC	11/12/2023	12/18/2023	365.00	365.00	Open	N
47169	TOWERSTREAM CORPORATION	12/01/2023	12/18/2023	215.00	215.00	Open	N
47080	ULTIMATE NINJAS ELMHURST	10/27/2023	12/18/2023	390.00	390.00	Open	N
47117	UMB BANK N.A.	11/02/2023	12/18/2023	88,812.51	88,812.51	Open	N
47062	V3 COMPANIES LTD	11/08/2023	12/18/2023	1,380.00	1,380.00	Open	N
47108	VC3, INC	11/27/2023	12/18/2023	999.00	999.00	Open	N
47061	VILLA PARK ELECTRICAL SUPPLY	11/06/2023	12/18/2023	104.72	104.72	Open	N
47125	VILLA PARK ELECTRICAL SUPPLY	11/17/2023	12/18/2023	80.43	80.43	Open	N
47100	VILLAGE OF OAK BROOK	11/13/2023	12/18/2023	2,482.31	2,482.31	Open	N
47139	VILLAGE OF OAK BROOK	11/28/2023	12/18/2023	102,000.00	102,000.00	Open	N
47088	WAREHOUSE DIRECT INC.	11/09/2023	12/18/2023	164.75	164.75	Open	N
47109	WILSON SPORTING GOODS	11/24/2023	12/18/2023	240.93	240.93	Open	N
47234	WILSON SPORTING GOODS	12/09/2023	12/18/2023	303.85	303.85	Open	N
47235	WILSON SPORTING GOODS	12/01/2023	12/18/2023	158.71	158.71	Open	N
47222*	ZAZZO'S PIZZA	11/30/2023	12/18/2023	3,015.38	3,015.38	Open	N

# of Invoices: 160 # Due: 160  
# of Credit Memos: 2 # Due: 2

Totals: 819,615.50 819,615.50  
Totals: (311.69) (311.69)

Net of Invoices and Credit Memos: 819,303.81 819,303.81

\* 5 Net Invoices have Credits Totalling: (705.80)



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INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
POST DATES 12/18/2023 - 12/18/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Page: 5/5

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			54,119.93	54,119.93		
	02 - RECREATION FUND			171,384.03	171,384.03		
	03 - ILL. MUNICIPAL RETIRE.FUND			10,858.40	10,858.40		
	06 - DEBT SERVICE FUND			190,812.51	190,812.51		
	07 - RECREATIONAL FACILITIES FUND			22,300.54	22,300.54		
	09 - SPECIAL RECREATION FUND			25,217.85	25,217.85		
	12 - CAPITAL PROJECTS FUND			344,610.55	344,610.55		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			32,827.40	32,827.40		
	02 - FINANCE			773.53	773.53		
	04 - CENTRAL PARK NORTH			2,556.83	2,556.83		
	05 - CENTRAL PARK			10,537.00	10,537.00		
	06 - SADDLEBROOK PARK			686.53	686.53		
	07 - FOREST GLEN PARK			901.95	901.95		
	08 - CHILLEM PARK			181.11	181.11		
	09 - DEAN PROPERTY			290.77	290.77		
	14 - INFORMATION TECHNOLOGY			17,820.19	17,820.19		
	15 - BUILDING/RECREATION CENTER			17,281.96	17,281.96		
	20 - CENTRAL PARK WEST			1,797.96	1,797.96		
	21 - FITNESS CENTER			4,020.27	4,020.27		
	25 - AQUATIC CENTER			7,314.44	7,314.44		
	26 - AQUATIC-RECREATION PROGRAMS			167.02	167.02		
	30 - CHILDRENS PROGRAMS			94,133.06	94,133.06		
	31 - PRESCHOOL PROGRAMS			279.13	279.13		
	32 - YOUTH PROGRAMS			190.19	190.19		
	40 - ADULT PROGRAMS			2,904.00	2,904.00		
	50 - PIONEER PROGRAMS			2,334.75	2,334.75		
	60 - SPECIAL EVENTS & TRIPS			6,414.22	6,414.22		
	71 - BUILDING/RACQUET CLUB			7,654.78	7,654.78		
	75 - TENNIS PROGRAMS			4,348.90	4,348.90		
	80 - MARKETING			10,412.16	10,412.16		
	81 - CAPITAL OUTLAY			47,194.20	47,194.20		
	85 - ILL. MUNICIPAL RETIRE FUND			10,858.40	10,858.40		
	94 - DEBT SERVICE FUND			190,812.51	190,812.51		
	95 - CAPITAL PROJECTS FUND			344,610.55	344,610.55		



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**WARRANT #679**  
INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
POST DATES 11/09/2023 - 11/09/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

Page: 1/1

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
47049	EMILY SMYTHE	10/09/2023	11/09/2023	250.00	0.00	Paid	Y
47036	FERGUSON FACILITY #3400	08/22/2023	11/09/2023	37.66	0.00	Paid	Y
47051	HORNETS SWIM CLUB	11/09/2023	11/09/2023	240.00	0.00	Paid	Y
47050	KATIE REESE	11/09/2023	11/09/2023	120.00	0.00	Paid	Y
47045	NORTHERN IL SWIM CONFERENCE	10/02/2023	11/09/2023	650.00	0.00	Paid	Y
47037	SBC WASTE SOLUTIONS	09/30/2023	11/09/2023	400.00	0.00	Paid	Y
47038	SBC WASTE SOLUTIONS	09/30/2023	11/09/2023	140.00	0.00	Paid	Y
47039	SBC WASTE SOLUTIONS	09/30/2023	11/09/2023	280.00	0.00	Paid	Y
47040	SBC WASTE SOLUTIONS	10/31/2023	11/09/2023	140.00	0.00	Paid	Y
47041	SBC WASTE SOLUTIONS	10/31/2023	11/09/2023	280.00	0.00	Paid	Y
47042	SBC WASTE SOLUTIONS	10/31/2023	11/09/2023	(1,600.13)	0.00	Paid	Y
47043	SBC WASTE SOLUTIONS	10/31/2023	11/09/2023	300.00	0.00	Paid	Y
47044	SBC WASTE SOLUTIONS	05/31/2023	11/09/2023	136.40	0.00	Paid	Y
47048	SERVICE SANITATION, INC.	10/13/2023	11/09/2023	334.75	0.00	Paid	Y

# of Invoices:	13	# Due:	0	Totals:	3,308.81	0.00
# of Credit Memos:	1	# Due:	0	Totals:	(1,600.13)	0.00
Net of Invoices and Credit Memos:					1,708.68	0.00

--- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	32.28	0.00
02 - RECREATION FUND	1,260.00	0.00
07 - RECREATIONAL FACILITIES FUND	416.40	0.00

--- TOTALS BY DEPT/ACTIVITY ---

01 - ADMINISTRATION CORPORATE	610.00	0.00
04 - CENTRAL PARK NORTH	334.75	0.00
15 - BUILDING/RECREATION CENTER	(994.34)	0.00
20 - CENTRAL PARK WEST	691.87	0.00
26 - AQUATIC-RECREATION PROGRAMS	650.00	0.00
71 - BUILDING/RACQUET CLUB	416.40	0.00



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**WARRANT #679**  
INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
POST DATES 11/14/2023 - 12/11/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

Page: 1/2

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
47034	ACCRUE SOLUTIONS LLC	11/01/2023	11/16/2023	67.15	0.00	Paid	Y
47052	ANDERSON LANDSCAPE SUPPLY	10/27/2023	11/16/2023	92.00	0.00	Paid	Y
47053	ANDERSON LANDSCAPE SUPPLY	10/26/2023	11/16/2023	90.00	0.00	Paid	Y
47054	ANDERSON LANDSCAPE SUPPLY	10/26/2023	11/16/2023	137.00	0.00	Paid	Y
47055	ANDERSON LANDSCAPE SUPPLY	10/19/2023	11/16/2023	137.00	0.00	Paid	Y
47056	ANDERSON LANDSCAPE SUPPLY	10/05/2023	11/16/2023	84.00	0.00	Paid	Y
47068	ANDERSON LANDSCAPE SUPPLY	09/20/2023	11/30/2023	42.00	0.00	Paid	Y
47099	CRYSTAL CLEAR MUSIC PRODUCTIONS LI	11/28/2023	11/30/2023	350.00	0.00	Paid	Y
47047	DIRECT ENERGY BUSINESS, LLC	11/02/2023	11/16/2023	18,441.44	0.00	Paid	Y
47046	FED EX	11/07/2023	11/16/2023	42.45	0.00	Paid	Y
47064	JOHNSON CONTROLS SECURITY SOLUTION	10/30/2023	11/16/2023	225.00	0.00	Paid	Y
47057	JOHNSTONE SUPPLY- HEARTLAND GROUP	10/16/2023	11/16/2023	30.63	0.00	Paid	Y
47195	SUBURBAN TERRAZZO INC.	10/04/2023	12/07/2023	4,000.00	0.00	Paid	Y
47072	U.S. POSTMASTER	10/30/2023	11/16/2023	1,200.00	0.00	Paid	Y
47093	VILLAGE OF OAK BROOK	11/09/2023	11/30/2023	21.28	0.00	Paid	Y
47094	VILLAGE OF OAK BROOK	11/09/2023	11/30/2023	4,209.76	0.00	Paid	Y
47095	VILLAGE OF OAK BROOK	11/09/2023	11/30/2023	255.60	0.00	Paid	Y
47096	VILLAGE OF OAK BROOK	11/09/2023	11/30/2023	46.84	0.00	Paid	Y
47097	VILLAGE OF OAK BROOK	11/09/2023	11/30/2023	46.84	0.00	Paid	Y
47098	VILLAGE OF OAK BROOK	11/09/2023	11/30/2023	10.00	0.00	Paid	Y
47165	WAREHOUSE DIRECT INC.	11/15/2023	12/07/2023	61.83	0.00	Paid	Y
47166	WAREHOUSE DIRECT INC.	07/31/2023	12/07/2023	229.28	0.00	Paid	Y
47228	WAREHOUSE DIRECT INC.	10/27/2023	12/18/2023	1,253.91	0.00	Paid	Y
47035	ZAZZO'S PIZZA	11/01/2023	11/16/2023	2,590.65	0.00	Paid	Y
# of Invoices: 24		# Due: 0	Totals:	33,664.66	0.00		
# of Credit Memos: 0		# Due: 0	Totals:	0.00	0.00		
Net of Invoices and Credit Memos:				33,664.66	0.00		



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INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
POST DATES 11/14/2023 - 12/11/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

Page: 2/2

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			7,192.51	0.00		
	02 - RECREATION FUND			15,204.76	0.00		
	07 - RECREATIONAL FACILITIES FUND			11,267.39	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			2,974.26	0.00		
	02 - FINANCE			54.30	0.00		
	04 - CENTRAL PARK NORTH			288.28	0.00		
	05 - CENTRAL PARK			1,373.77	0.00		
	06 - SADDLEBROOK PARK			456.00	0.00		
	07 - FOREST GLEN PARK			544.60	0.00		
	14 - INFORMATION TECHNOLOGY			3.95	0.00		
	15 - BUILDING/RECREATION CENTER			3,725.24	0.00		
	20 - CENTRAL PARK WEST			738.47	0.00		
	21 - FITNESS CENTER			2,944.63	0.00		
	25 - AQUATIC CENTER			7,549.32	0.00		
	26 - AQUATIC-RECREATION PROGRAMS			78.65	0.00		
	50 - PIONEER PROGRAMS			350.00	0.00		
	60 - SPECIAL EVENTS & TRIPS			123.70	0.00		
	71 - BUILDING/RACQUET CLUB			11,259.49	0.00		
	80 - MARKETING			1,200.00	0.00		



## Staff Recognition

(None)



## Communications and Proclamations

Board of Commissioners to share communications.

Part Time Staff Evaluation Tool





## Part Time/Seasonal Employee Performance Appraisal

<b>Employee Name</b>	
<b>Position</b>	
<b>Date of Review</b>	Click or tap to enter a date.
<b>Department</b>	
<b>Supervisor</b>	

### Rate employee's performance for each Performance Factor

Summary of Performance Rating and Definitions		
"E"	Exceeds Expectations	Performance usually meets, or <u>exceeds</u> normal job requirements. Employee has areas that stand out as better than expected work.
"A"	Achieves Expectations	Performance is satisfactory. Employee does the job in all important areas and <u>achieves</u> normal job expectations.
"B"	Below Expectations	Performance was <u>below</u> job requirements in one or more important areas of the position and immediate improvement will be required.

Performance Factor		Rating
Job Understanding	Employee understands job tasks and responsibilities; has necessary job skills and knowledge to perform all parts of the job effectively and efficiently; displays comfort and confidence in executing daily responsibilities of the job	
Communication	Engages in open, honest, and respectful communication internally and externally. Listens to co-workers and constituents. Encourages communication with the OBPARKS Team.	
Collaboration and Team Work	The individual works to incorporate the diverse ideas and viewpoints of our team and community. Shares in completing work, attempts to help their co-workers in completing their co-worker's tasks and fulfill the park district's mission of providing the best programs, facilities and parks to our community.	
Customer Service	The individual works to provide the very best experience to each person visiting the park district. This includes acting in a professional manner and ensuring their appearance is in accordance with departmental policies and scope of work.	
Quality of Work	The overall work performed by the individual is without errors, of overall high quality, and acceptable to their supervisor.	
Dependability	Predictable positive job behavior, prompts, and uses break/leave time in accordance with departmental work rules. Finishes tasks completely and accurately in a reasonable amount of time. Uses time efficiently.	
Initiative	The individual is a "self-starter" and does not require supervisory oversight in identifying and completing tasks which fall under the job. Individual works well with minimal supervision.	
Coachability	The individual listens to the advice and direction of supervisors and attempts, in discussions and work performance, to improve his/her individual work and the work of the team.	



Job related judgement (decision making)	The individual exercises good judgement in how they use materials and interacts with co-workers, supervisors, and the public. The individual consistently acts in a responsible and mature fashion in their job.	
District Representative	The individual is positively motivated to do good work and makes a consistent effort to better their performance and contributions to the team. The individual presents a professional representation of the District while embracing positive culture.	
Diversity, Equity, and Inclusion	The individual supports diversity, equity, and inclusion in the workplace; valuing the unique skills, experiences, and cultures of both customers and employees; and treating all with integrity, respect, tact, and courtesy.	
Work Safety	Performs the work in a safe manner and in compliance with the District policies, procedures, work and safety rules, and the employee handbook.	

## Performance Appraisal - Total Points Achieved

Assign Points for each Performance Factor reviewed above. Total Possible points: 60

Review Rating	Number of points assigned
Exceeds	5
Achieves	3
Below	1

### Calculation Chart

Number of "Exceeds"		x	5	=	0
Number of "Achieves"		x	3	=	0
Number of "Belows"		x	1	=	0
<b>Performance Appraisal Total Points</b>					<b>0</b>

## Accomplishment of Previously Assigned Goals

List employee's prior goals, if achieved = Y (Yes) N (No). Assign an additional two points for each goal achieved.

List goals assigned during prior performance appraisal.	Achieved Goal (Y/N)	Points Earned if achieved (+2)
A.		
B.		
<b>Points earned for goals completed:</b>		<b>0</b>

<b>Total Points Achieved:</b> (Add points from <i>Performance Appraisal Total Points Chart</i> and <i>Goals Chart</i> .)	<b>0</b>
--	----------

Description of Final Rating by Points Earned		
Exceeds normal job expectations	45-60	Performance usually exceeds job requirements. Employee has areas that stand out better than expected work.
Achieves normal job expectations	31 - 44	Performance is satisfactory. Employee does the job in all important areas and achieves normal job expectations.
Below normal job expectations	30 or below	Performance was below job requirements in one or more important areas of the position and immediate improvement will be required.



## Evaluator Comments

Click or tap here to enter text.

List current goals to be achieved by next performance appraisal.
A.
B.

## Employee Comments

I agree ☐ disagree ☐ with this rating.

Employee Comments:

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## Signatures

The employee is expected to sign the performance evaluation form at the end of the performance discussion.

Your (the employee's) signature acknowledges that you have discussed the evaluation as well as goals and objectives that were assigned from the prior year's performance appraisal as well as the upcoming year's appraisal. Your signature does not imply that you either agree or disagree with the overall performance level rating.

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

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

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



## Reports

Administration and Enterprise Operations Report

Finance and Human Resources Report

Recreation and Communications Report

Parks and Facilities Report





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

# Memo

To: Oak Brook Park District Board of Commissioners  
From: Laure Kosey, Executive Director  
Date: December 11, 2023  
Re: December Board Report: Administration & Enterprise Operations

---

## **November Board Meeting Follow Up:**

### **2024 Board Meeting Dates**

In 2024, all meetings will be on the third Monday of the month. No holidays/conferences interfere.

## **December Board Meeting Discussion Points:**

### **Tennis Center Report**

- Nov 3<sup>rd</sup>-5<sup>th</sup> member appreciation events took place at the Tennis Center with over 150 participants.
- Outdoor tennis courts were prepared for winter.
- Nov 25-26 the Tennis Center hosted the Thanksgiving Junior Open tournament with 110 participants.

### **Gateway Special Recreation Association**

The results of the Gateway board decision will take place on Thursday, December 14. This item will be discussed under new business.

### **Part-time Evaluation Tool**

Staff has made recommendations for a new evaluation tool, in order for all part-time staff to be evaluated with the same performance evaluation.





# Memo

To: Board of Commissioners and Executive Director, Laure Kosey  
From: Marco Salinas, Chief Financial Officer  
Date: December 8, 2023  
Re: November 2023 Financials

---

## General Fund

We have completed seven months of our current fiscal year (2023/2024). Year-to-date (YTD) revenues, expenditures, and transfers-out for this fund equals \$2,880,178, \$1,678,268 and \$0, respectively. This is resulting in a YTD net surplus of \$1,201,910; which is a \$301,769 increase from the \$900,141 YTD net surplus experienced in the prior fiscal year. Following is additional commentary:

- **Revenues-** Total YTD revenues are currently ahead of budgeted expectations at 79% of the annual budget, and have increased \$382,245 (15%) when compared to the prior year. We have now collected approximately 100% of the anticipated property tax revenues. Investment income continues to exceed expectations and are currently at approximately 500% of the annual budget. Field rental activity in our Central Park North and Central Park departments are currently favorable compared to the annual budget.
- **Expenditures-** Total YTD expenditures are currently within budgeted expectations at 54% of the annual budget, and have increased \$80,475 (5%) when compared to the prior year. Expenditures in the Administration and Finance departments are lower than prior year primarily due to the new process of recording various information technology expenditures, to the newly created I.T. department. In addition, a greater percentage of Finance personnel costs are being allocated to other funds, including the tennis fund. Costs in our Building-Recreation Center have increased when compared to the prior year primarily due to increased part-time personnel costs, and electrical utility costs.

## Recreation Fund

YTD revenues, expenditures, and transfers out for this fund equal \$3,591,812, \$2,303,609, and \$0, respectively. This is resulting in a YTD net surplus of \$1,288,204; which is a \$2,604 (.2%) increase when compared to the \$1,285,600 net surplus experienced in the prior fiscal year. Following is additional commentary:

- **Revenues-** Total YTD revenues are currently ahead of budgeted expectations at 74% of the annual budget, and have increased \$364,183 (11%) when compared to the prior year. All departments are either on target or favorable to the current annual budget. Property taxes, investment income, membership revenues, aquatics party rentals, youth basketball, Pioneer travel and classes, and contracted sports camp are some of the many activities that are currently driving the favorable increases in revenues.
- **Expenditures-** Total YTD expenditures are currently favorable to budgeted expectations at 45% of the annual budget, and have increased \$361,579 (19%) when compared to the prior year. The increased expenditures in our Administration department are primarily due to increased full-time personnel wages, and the new quarterly I.T. overhead allocation from the General Fund. The increased expenditures in our Aquatic



Center department are primarily due to increased part-time staff wages (\$249K -vs- \$216K), increased electrical utility and water commodity costs, and the approximate \$11K cost to purchase and replace various valves servicing our leisure pool and \$6K to upgrade the sound system at our Splash Island. We have also incurred increased capital improvement costs in the current year with the asphalt replacement project being the largest capital expenditure (\$103K) YTD.

### **Recreational Facilities Fund (Tennis Center)**

YTD revenues and expenses in this fund are currently at \$1,697,237 and \$992,710, respectively. This is resulting in a YTD net surplus of \$704,527; which is a \$199,440 increase over prior year's surplus of \$505,087. Following is additional commentary:

- **Revenues-** Total YTD revenues are currently ahead of budgeted expectations at 82% of the annual budget, and have increased \$313,803 when compared to the prior year. In the Administration department, interest income has increased from \$4,628 in the prior year, to \$29,704 in the current year. Similar to our aquatics and fitness departments, the tennis center is experiencing increased membership activity and the related revenues have increased from approximately \$154K in the prior year, to \$190K in the current year. In addition, court time revenues have increased from \$87,967, to \$129,281. Finance is following-up with the tennis center to confirm the process for recognizing revenues.
  - **Expenses-** Total YTD expenses are currently favorable to budgeted expectations at 40% of the annual budget, and have increased \$114,363 when compared to the prior year. The increased expenses in the Administration department are partially due to the, new for this year, allocation of approximately 10% of finance personnel wage and health benefit costs. In the building department, electricity costs have increased from \$15,481 in the prior year, to \$35,298 in the current year. In the programs department, part-time wages and health insurance costs have increased approximately \$39K and \$20K, respectively, when compared to the prior year.
- 

### **FINANCE & HUMAN RESOURCES:**

Finance & H.R. personnel have been working on various tasks, including:

- Rolled-out the BambooHR software to all active employees. This software will integrate our employee recruitment process, with the onboarding and offboarding processes as well as our processes over employee training.
- The annual budgeting process has also commenced. Staff can input their budget requests through January 12, 2024. Soon thereafter, Finance will compile the budget information and conduct budget review meetings to identify any additional adjustments.





# Memo

**To:** Oak Brook Park District Board of Commissioners  
**From:** Laure Kosey, Executive Director  
**Date:** January 2, 2024  
**Re:** November/December 2023: Recreation and Communications Report

---

## Recreation:

- Gym Rentals – I wanted to point out was the private pickleball court rentals have brought in \$3,705 since January 1, 2023. These are individual indoor pickleball courts at \$25/\$34 an hour.
- New scoreboards have been installed at the FRC gyms.
- 36 pioneers got into the holiday spirit with a Holiday Concert performed by Maureen Christine on Tuesday, November 28. Everyone sang along to holiday favorites while enjoying cookies, hot chocolate & coffee.
- 42 pioneers enjoyed a brunch buffet and bingo on Tuesday, November 14. They loved the food from Blueberry Hill in Oakbrook Terrace and always look forward to some good games of bingo and prizes!
- Lauren and Kim met with the head of the occupational therapy program at Fox College to look into partnering with them to have students receive hours for their program.
- Registration for ABC Preschool opened in November. Currently, we have 47 students enrolled including 6 in our new full-day 3's program.
- Brian attended Professional Development School in Galena, IL at the beginning of November. He was there with roughly 80 other recreation professionals. It was a jammed packed 3-days of learning.
- The Gateway Board meeting took place on Thursday, November 9<sup>th</sup>. Laure presented the Park District proposal to the Gateway Board.

## IT Report:

New audio and video equipment was installed in Studio A. This included mounting a permanent projector and screen. This will give us more options for using Zoom and other future technology for fitness classes.

The migration to Google Analytics 4 for website traffic data has been completed. Google stopped processing data for the standard UA, and now we are on the next-generation measurement solution.



### Corporate and Community Relations:

Sponsorships	\$ 29,900.00
Advertising	\$ 1,250.00
Vendors	\$ -
In-Kind Donations	\$ 1,738.00
Oak Brook Park District Foundation	\$ 4,797.49
Total for November:	\$ 37,685.49

### Marketing & Communications Report:

#### Facebook Analytics

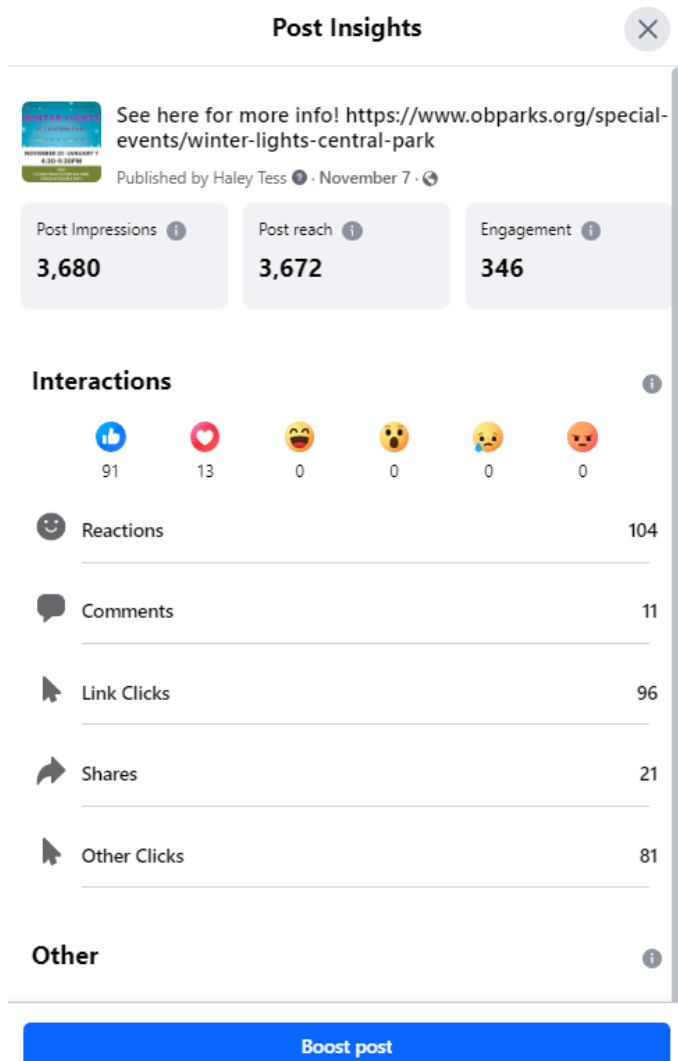
Followers: 5,015 (up 43)  
Posts: 31  
Post Reach  
(organic and paid): 17,466  
Post Engagement: 2,714

#### Instagram Analytics

Total Followers: 2,084 (up 41)  
Posts: 17  
Top Post Reach: 303  
Accounts Engaged: 43

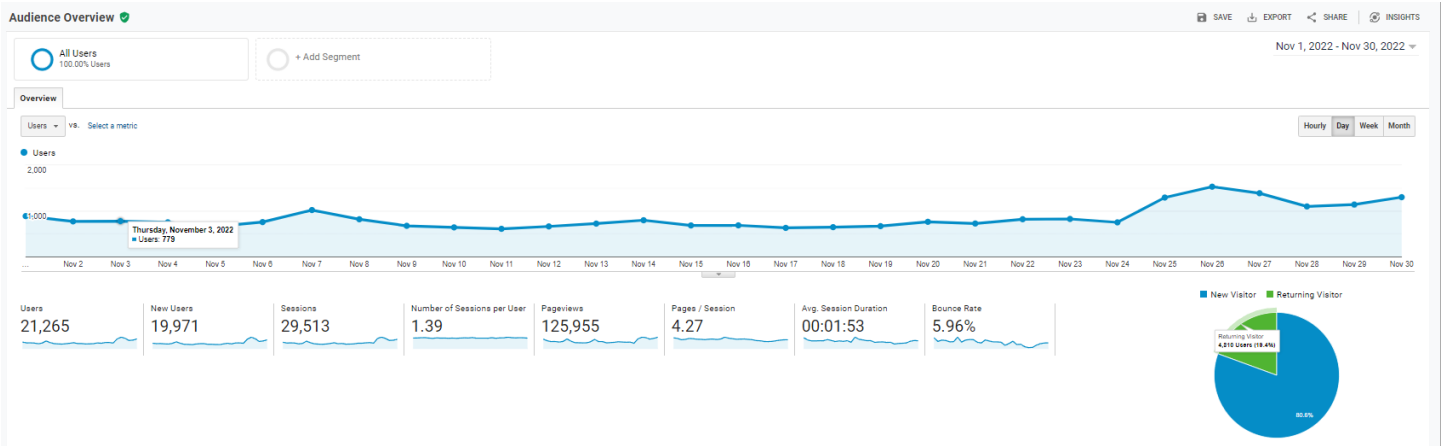
#### Twitter Analytics

Total Followers: 1,126 (down 7)  
Posts: 5  
Top Post Impressions: 71

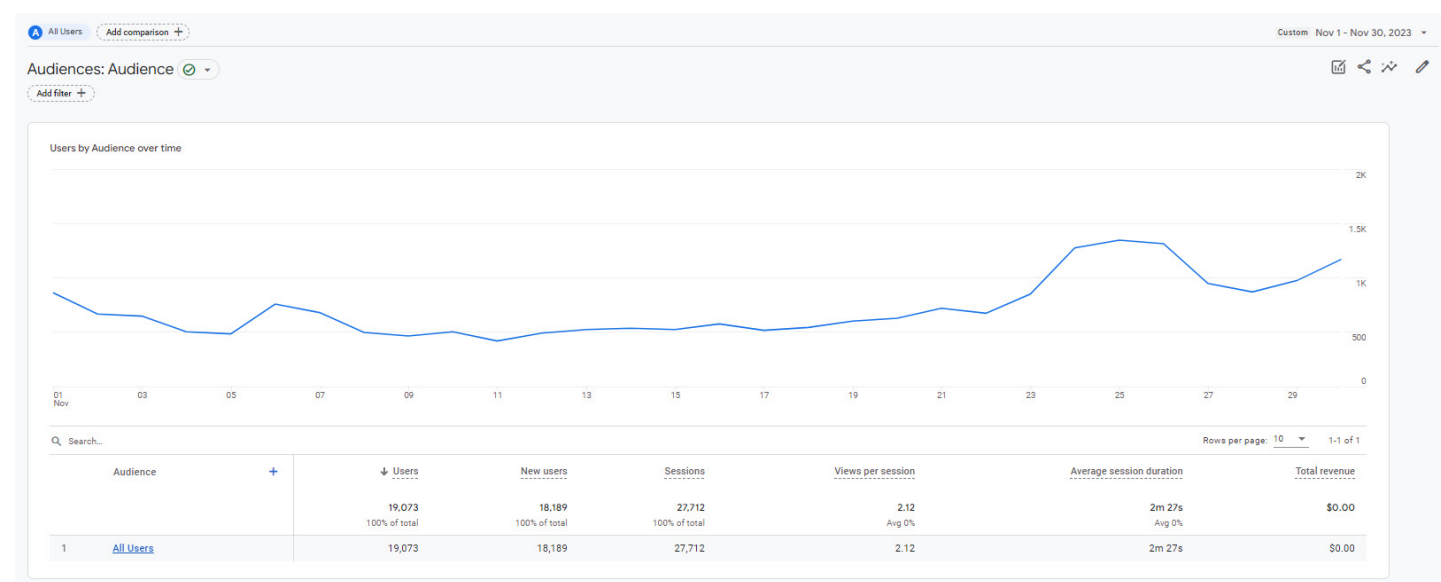




Old Platform: 2022 Audience



New Platform: 2023 Audience





**November 2023 Top pages\***

1. /Winter Lights at Central Park
2. /Obparks.org
3. Facilities/Family Aquatic Center
4. Facilities/Family Recreation Center
5. /Membership Opportunities
6. /Program Guides
7. /Central Park West
8. /Pickleball
9. /Special Events
10. /Tennis Programs

**obparks.org Acquisition Value\*****Referral Percentage Values Nov. 2023    Nov. 2022**

Direct:	31.3%	39.7%
Organic Search:	62%	48.8%
Social:	3.7%	7.2%
Referrals:	3.3%	4.2%

**November 2023 Top Products\***

**Not available this month due to Google Analytics update.**

**obparks.org Ecommerce Overview – November 2023\***

**Not available this month due to Google Analytics update.**



# OBJECTIVES AND KEY RESULTS

April 30, 2023 - April 30, 2024

MONTHLY UPDATE December 19, 2023

## Accomplish 4 of 4 OKR's: April 30, 2023 – April 30, 2024

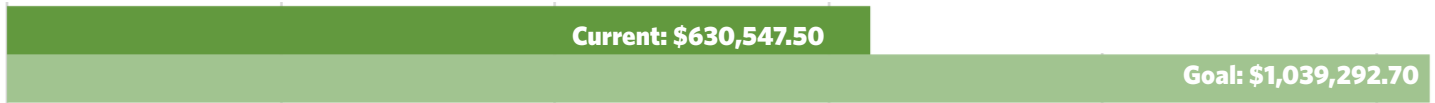
"Accomplish" means 3 of 4 subgoals under each main objective, are completed.

### 1. ACHIEVE CUSTOMER ACQUISITION AND RETENTION RATES

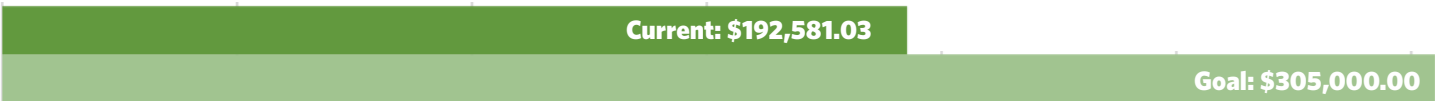
COMPLETE? ☐

- A FRC to increase membership revenue by 19% compared to April 30 of previous year to date. ☐
- B TC to increase membership revenue by 2% compared to April 30 of previous year to date. ☐
- C Increase Corporate membership revenue by 2% compared to April 30 of previous year to date. ☐
- D Monthly goal for 90%+ customer retention rate. ☐

#### Objective 1, Figure A: FRC Membership Revenue



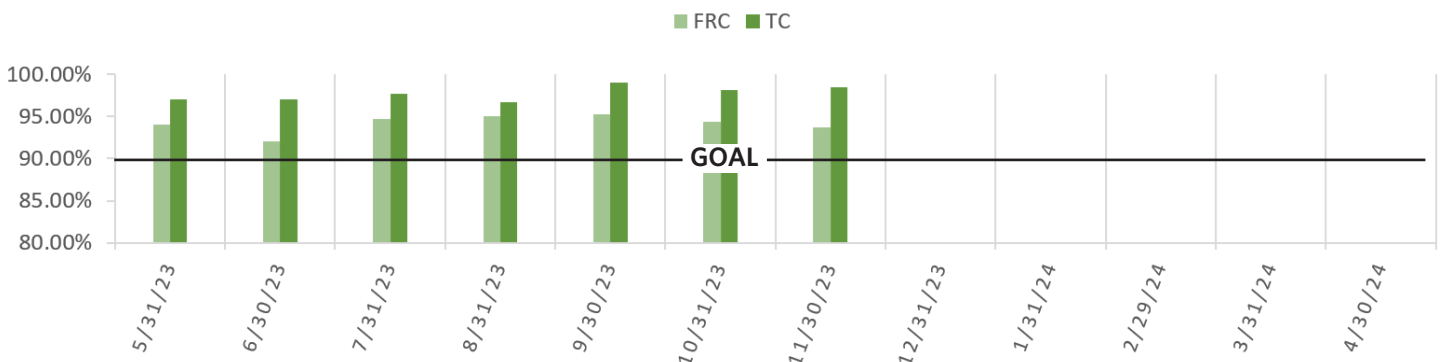
#### Objective 1, Figure B: TC Membership Revenue



#### Objective 1, Figure C: Corporate Membership Revenue



#### Objective 1, Figure D: Membership Retention





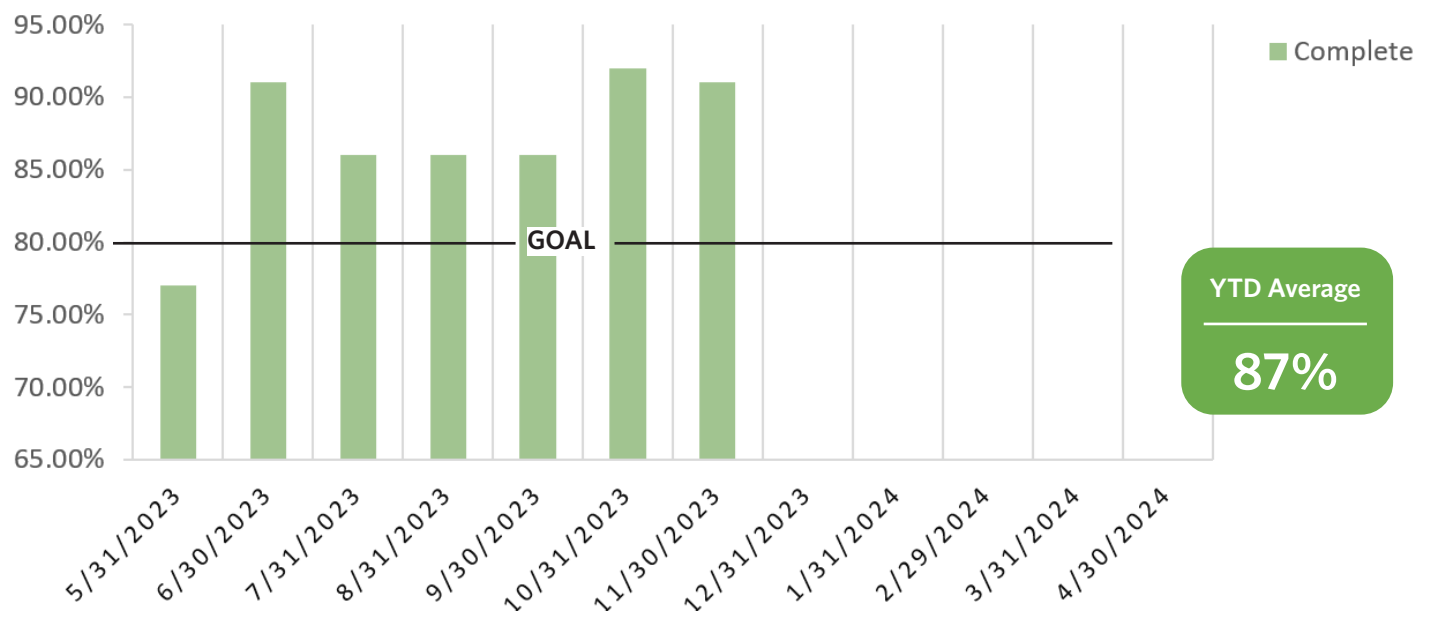
# OBJECTIVES AND KEY RESULTS

## 2. ACHIEVE INTERNAL AND EXTERNAL CUSTOMER RESPONSE RATES

COMPLETE? ☐

- A Have 80% of completed work orders on a monthly basis. ☐
- B Implement HR onboarding software by December 31, 2023. ☐
- C Measure open rates on a monthly basis of FT/PT employee communication.  
FT = 80% PT = 65%. ☐
- D Employee Engagement Task Force to meet after staff survey. ☐

### Objective 2, Figure A: Completed Work Orders



### Objective 2, Figure C: Internal Communication Open Rate





# OBJECTIVES AND KEY RESULTS

## 3. ACHIEVE PROGRAM ENROLLMENT AND FACILITY USAGE GOALS

COMPLETE? ☐

- A Increase District program revenue by 3% compared to April 30 of previous year. ☐
- B Increase Tennis program revenue by 1% compared to April 30 of previous year to date. ☐
- C Implement three inclusive programs. ☐
  1. Sensory Sensitivity Hours at the Family Aquatic Center
  2. \_\_\_\_\_
  3. \_\_\_\_\_
- D Compare with previous year data of FRC facility counter starting in November, 2023 and TC counts starting in May, 2023. ☐

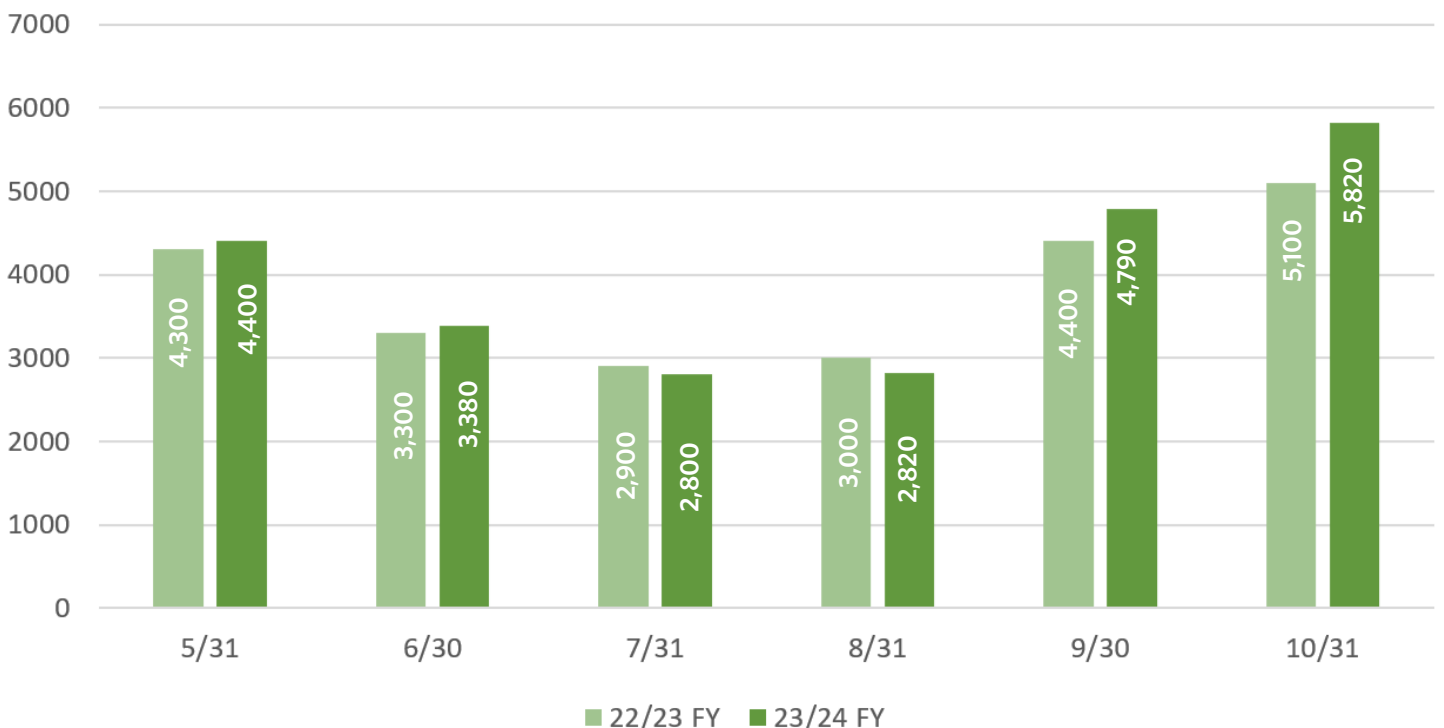
### Objective 3, Figure A: Park District Program Revenue



### Objective 3, Figure B: Tennis Center Program Revenue



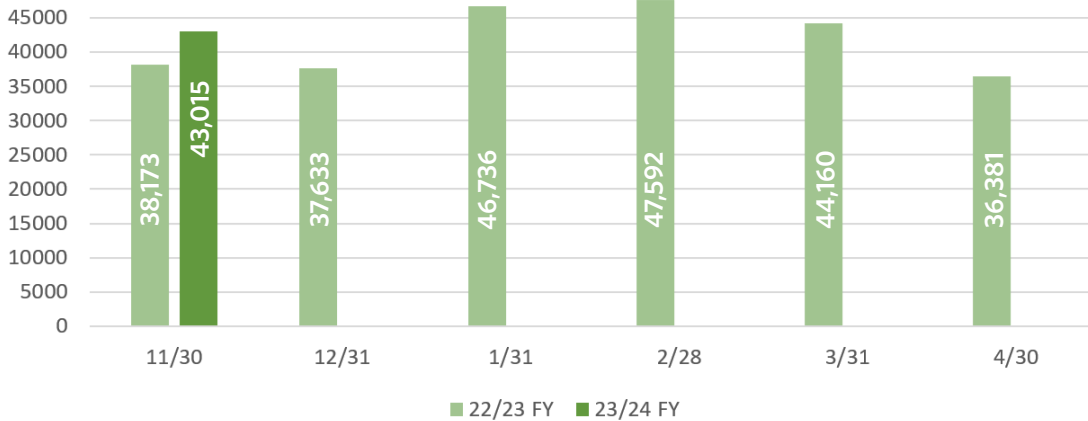
### Objective 3, Figure D.1: Tennis Center Member Usage





# OBJECTIVES AND KEY RESULTS

## Objective 3, Figure D.2: Family Recreation Center Visits

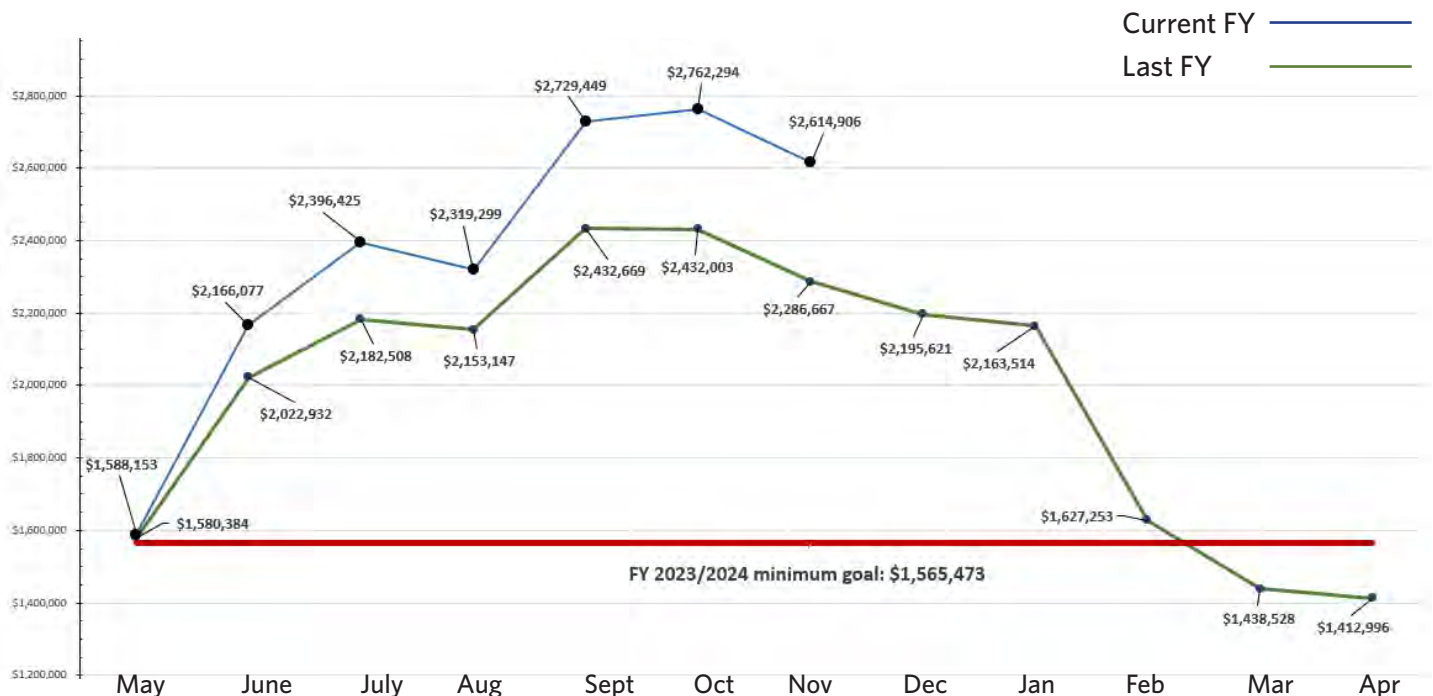


## 4. FUND BALANCES AS OF APRIL 30, 2024

COMPLETE? ☐

- A 5 months for General Fund. ☐
- B 5 months for the Recreation Fund. ☐
- C 7 months for the Tennis Center Fund. ☐
- D Find 3 alternative funding sources. i.e., Grants or donations. ☐
  1. Evergreen Bank Group Synthetic Turf Field Naming Rights
  2. \_\_\_\_\_
  3. \_\_\_\_\_

## Objective 4, Figure A: General Fund

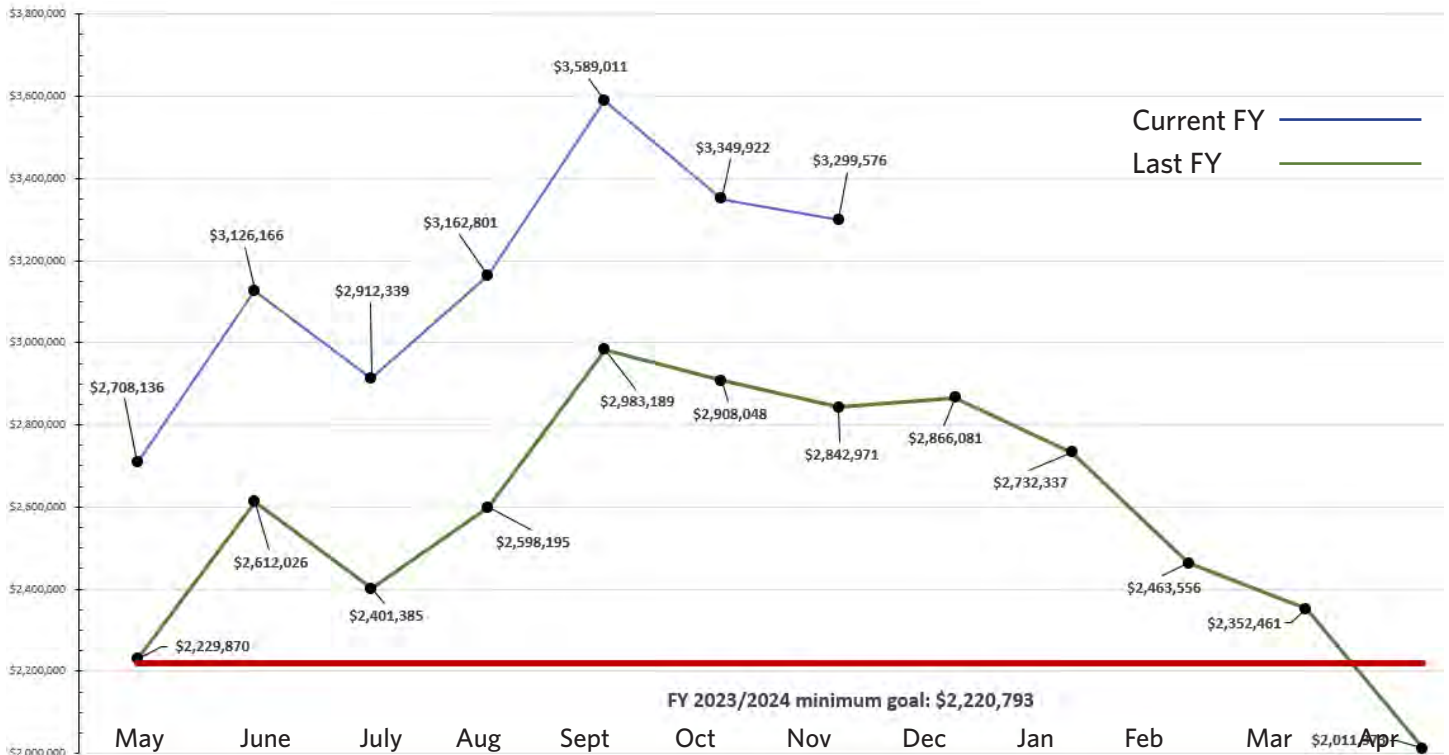




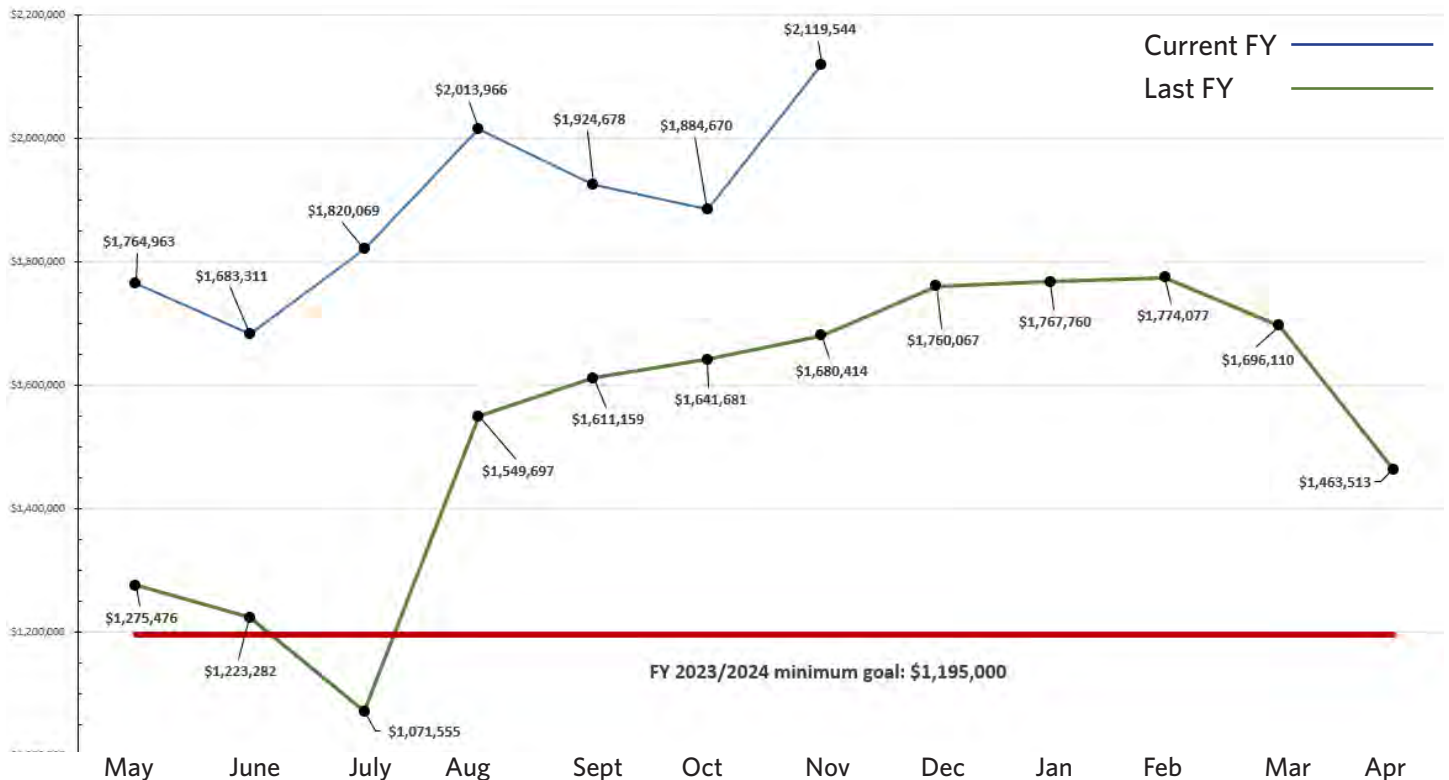


# OBJECTIVES AND KEY RESULTS

Objective 4, Figure B: Recreation Fund



Objective 4, Figure C: Tennis Fund







**May 1, 2023 - April 30,2024**

Employee Status	Accomplish 4 of 4 OKR's
Part-Time<400 Hours Annually	No Bonus PTO hours
Part-Time 400-999 Hours Annually	Cash payout of 8 PTO hours
Part-Time 1000-1,500 Hours Annually	Cash payout of 16 PTO hours
*CPI & Full-Time 1,501 and Greater Hours Annually	Credit of 24 bonus PTO hours. Hours do not roll forward into the subsequent fiscal year.

\*CPI employees and full-time employees with 20 or more years of service, can elect to receive a pay-out of any bonus PTO hours awarded to them. Each hour is paid out at \$20.00 an hour.





# Memo

To: Board of Commissioners  
From: Bob Johnson, Deputy Director  
Date: December 11, 2023  
Re: Board Report

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## **Parks**

- Staff completed the Winter Lights walk with the help of staff from all departments. The teamwork and collaboration are key to finishing the setup on-time.
- The sled hill is set up and ready for use once snow arrives. The ice rink framework has been installed but the liner will not be filled with water until consistent freezing temperatures are in the forecast.
- Fall turf aeration and fertilization has been completed on athletic fields. Soccer goals have been stored for the winter and park winterization is finished.
- Staff met with Kluber Architects to review the plans/drawings for ADA/inclusive restroom and vestibule renovations at Central Park West. The project will go to bid in January 2024.

## **Aquatics and Maintenance**

- The lifeguard staff was recognized for their diligence and outstanding work with a 4 Star Review by Star Guard Elite in the final staff audit for the calendar year. Additionally, four staff were recognized with 5 Star observations.
- Superintendent of Aquatic and Maintenance Operations Rob Bond passed his Certified Park and Recreation Executive (CPRE) exam and renewed his Aquatic Facility Operator (AFO) license.
- The leisure pool will be closed from December 18<sup>th</sup> - 22<sup>nd</sup> to repair an expansion joint that is faulty. The lap pool will remain open during that time.
- Splash Island has been winterized for the season.
- Maintenance staff assisted with removing equipment and making room preparations in advance of a painting project at the Family Recreation Center.
- Staff completed several electrical projects, including additional outlets along the Winter Lights trail, at Central Park West, and inside Studio A at the Family Recreation Center. Additionally, outdated recessed lighting in the Recreation Center was upgraded to LED equipment.



## **Facilities**

- A painting project is underway at the Family Recreation Center. Wall paper is being removed and the walls repainted in the two conference rooms (Autumn Oaks and Canterbury) as well as the Studio C hallway. Studios A and B are being repainted as well.
- Cocoa Cabin at Central Park West has opened for the Winter Lights walk. On select evenings, patrons can stop by for cookies and hot chocolate. The response has been positive, and staff anticipates exceeding the revenue goal of \$3,500.
- Staff is beginning to plan the 2024 Pink 5K race. The race route is being evaluated as well as t-shirt colors/designs. Registration will begin after the holidays.
- November fitness memberships remain strong with a 93% retention rate. The Fitness Center is waiving the enrollment fee in December and January, a \$100 savings, to attract new families and individuals to jump start their new year resolutions.
- The custodian team has done a great job decorating the Family Recreation Center for the holidays. When patrons enter the facility, their eyes are immediately drawn up to the large, colorful, ornaments hanging from the ceiling. The brightly lit tree in the lobby hallway automatically brings smiles to all the ABC Preschool students arriving daily.
- Harry Resis is the November Fitness Challenge Winner, with 20+ visits in November to the Fitness Center. Look for Harry's picture and motivational notes at the Front Desk. Congratulations Harry!





## Oak Brook Park District Membership Report

Individual Member Data													
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Members, Start of Month	2418	2627	2671	2679	2678	2650	2601	2684	2674	2660	2698		NA
Members, Month End	2241	2453	2538	2552	2497	2441	2465	2542	2550	2490	2517		NA
Members Cancelled/Expired	177	174	133	127	181	209	136	142	124	170	181		
Net Members	69	209	44	8	-1	-28	-49	83	-10	-14	38		349
Retention Percentage	92.68%	93.38%	95.02%	95.26%	93.24%	92.11%	94.77%	94.71%	95.36%	93.61%	93.29%		94%
Membership Package Data													
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Memberships, Start of Month	1300	1365	1421	1431	1437	1436	1391	1415	1416	1426	1450		NA
Memberships, Month End	1195	1285	1358	1368	1352	1327	1321	1345	1349	1345	1359		NA
Cancelled/Expired	105	80	63	63	85	109	70	70	67	81	91		
Net Memberships	37	65	56	10	6	-1	-45	24	1	10	24		187
Retention Percentage	91.92%	94.14%	95.57%	95.60%	94.08%	92.41%	94.97%	95.05%	95.27%	94.32%	93.72%		94.28%
Total Healthcare Memberships	307	378	460	496	549	592	655	687	726	773	848		NA
In-District	41%	37%	37%	37%	37%	37%	36%	36%	35%	35%	34%		NA
Out-of-District	59%	63%	63%	63%	63%	63%	64%	64%	65%	65%	66%		NA





# Oak Brook Park District

## Aquatic Rental/Programming Revenue Report

Aquatic Usage/Financial Report Parties and Rentals														
FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
22-23	Uses	28	47	55	20	14	27	22	23	29	29	32	29	355
	Parties	\$10,312	\$12,650	\$16,505	\$7,765	\$6,895	\$10,411	\$9,738	\$8,445	\$10,230	\$10,645	\$9,845	\$10,281	\$123,722
	Rentals	\$980	\$5,047	\$7,015	\$903	\$0	\$3,520	\$1,320	\$1,174	\$3,700	\$2,540	\$4,890	\$4,720	\$35,809
	<b>TOTAL</b>	<b>\$11,292</b>	<b>\$17,697</b>	<b>\$23,520</b>	<b>\$8,668</b>	<b>\$6,895</b>	<b>\$13,931</b>	<b>\$11,058</b>	<b>\$9,619</b>	<b>\$13,930</b>	<b>\$13,185</b>	<b>\$14,735</b>	<b>\$15,001</b>	<b>\$159,531</b>

23-24	Uses	26	52	45	25	26	25	22	28	12				261
	Parties	\$9,418	\$17,097	\$12,978	\$5,722	\$11,126	\$10,818	\$8,531	\$9,949	\$5,550				\$91,189
	Rentals	\$536	\$6,642	\$9,730	\$5,640	\$2,320	\$2,960	\$2,526	\$3,432	\$3,960	\$0	\$0	\$0	\$37,746
	<b>TOTAL</b>	<b>\$9,954</b>	<b>\$23,739</b>	<b>\$22,708</b>	<b>\$11,362</b>	<b>\$13,446</b>	<b>\$13,778</b>	<b>\$11,057</b>	<b>\$13,381</b>	<b>\$9,510</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$128,935</b>

Swim Lesson					
FY	Season	SUMMER	FALL	W/S	TOTAL
22-23	Registrations	888	899	1,489	3,276
	Private	\$38,751	\$37,077	\$54,177	\$130,005
	Group	\$47,168	\$58,794	\$90,253	\$196,215
	<b>TOTAL</b>	<b>\$85,919</b>	<b>\$95,871</b>	<b>\$144,430</b>	<b>\$326,220</b>

23-24	Registrations	998	903		1,901
	Private	\$36,058	\$28,902		\$64,960
	Group	\$57,232	\$69,789		\$127,021
	<b>TOTAL</b>	<b>\$93,290</b>	<b>\$98,691</b>	<b>\$0</b>	<b>\$191,981</b>

Swim Team						
FY	Season	SUMMER	FALL	WINTER	SPRING	TOTAL
22-23	Registrations	32	60	50	57	199
	Revenue	\$8,610	\$20,942	\$13,798	\$11,718	\$55,068

23-24	Registrations	46	73			119
	Revenue	\$11,186	\$27,308			\$38,494





## Oak Brook Park District Facility Statistics and Data

### Facility Rentals

22/23 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Gym Rentals Hours	316	253	263	483	274	485	393	372	529	396	296	319	4,379
Gym Revenue	\$17,089	\$12,969	\$14,075	\$25,157	\$14,324	\$21,145	\$21,701	\$19,871	\$27,335	\$21,701	\$15,704	\$17,445	\$228,514
Room Rentals	2	0	1	8	4	7	4	3	12	15	11	12	79
Room Revenue	\$160	\$0	\$280	\$1,855	\$420	\$910	\$700	\$780	\$240	\$590	\$1,100	\$320	\$7,355
CPW Rentals	7	10	10	10	8	7	7	1	2	10	7	9	88
CPW Revenue	\$5,524	\$5,359	\$7,443	\$7,620	\$4,113	\$2,601	\$4,380	\$330	\$1,510	\$7,045	\$3,969	\$4,565	\$54,458

23/24 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Gym Rentals Hours	286	212	268	481	264	430	405						2,346
Gym Revenue	\$15,360	\$11,720	\$14,625	\$24,818	\$13,696	\$20,666	\$21,900						\$122,785
Room Rentals	12	14	11	15	22	20	24						118
Room Revenue	\$340	\$360	\$440	\$760	\$560	\$760	\$1,675						\$4,895
CPW Rentals	4	7	11	9	6	6	2						45
CPW Revenue	\$1,555	\$4,869	\$9,586	\$6,437	\$4,656	\$4,089	\$1,020						\$32,211

Totals	20-21	21-22	22-23
Gym Rentals Hours	4,195	4,874	4,379
Gym Revenue	\$207,521	\$261,155	\$228,514
Room Rentals	0	10	79
Room Revenue	\$0	\$700	\$7,355
CPW Rentals	20	73	88
CPW Revenue	\$12,938	\$48,226	\$54,458





## Oak Brook Park District Facility Statistics and Data

### Outdoor Pickleball Court Rentals

23/24 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Court Rentals	60	141	152	137	104	83	27						704
Court Hours	102	332	400	377	319	295	78						1,901
Revenue	\$ 220.00	\$ 740.00	\$ 640.00	\$ 800.00	\$ 410.00	\$ 40.00	\$ -						\$ 2,850.00





2021	JAN	Feb	March	April	May	June	July	AUG	SEPT	OCT	NOV	DEC	Total
Gym Rentals Hours	565	437	387	378	456	415	351	523	293	364	476		4,644
Gym Revenue	\$22,466	\$22,126	\$25,506	\$21,925	\$24,963	\$19,765	\$23,703	\$27,215	\$15,288	\$18,700	\$25,595		\$247,250
Room Rentals	0	0	0	0	0	0	0*	0*	0*	0*	0*		0
Room Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0*	0*	0*	0*	0*		\$0
CPW Rentals	0	2	1	4	6	10	6	10	6	6	7		58
CPW Revenue	\$0	\$4,160	\$571	\$1,903	\$3,156	\$5,697	\$4,762	\$6,509	\$5,087	\$5,326	\$4,551		\$41,720

[illegible]





# Oak Brook Park District Athletic Fields Rental Report

## Athletic Field Usage Report Evergreen Bank Group Athletic Turf Field

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
22 - 23	Hours	204	158	132	102	174	187	83	13	8	12	73	142	1,288
	Revenue	\$8,419	\$8,838	\$69,381	\$5,068	\$4,243	\$6,077	\$4,926	\$1,273	\$914	\$1,410	\$7,643	\$6,063	\$124,253

23 - 24	Hours	211	139	72	12	171	179	80						864
	Revenue	\$9,375	\$8,441	\$3,867	\$593	\$2,637	\$5,456	\$4,543						\$100,087
Wizards	Revenue			\$50,000		\$975								
Lakeshore	Revenue			\$14,200										

## Natural Grass Soccer Fields

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
22 - 23	Hours	1,923	1,240	558	1,040	1624	1,426	542	0	0	0	0	1759	10,112
	Revenue	\$17,170	\$8,095	\$72,900	\$10,315	\$8,169	\$7,860	\$748	\$0	\$0	\$0	\$0	\$7,543	\$132,799

23 - 24	Hours	2,254	1,183	461	839	1,838	1,236	651						8,462
	Revenue	\$24,922	\$9,650	\$9,508	\$7,940	\$3,750	\$5,591	\$1,125						\$121,461
Wizards	Revenue			\$50,000		\$975								
Lakeshore	Revenue			\$8,000										

## Baseball Fields

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
22 - 23	Hours	304	297	226	42	175	143	10	0	0	0	0	154	1,350
	Revenue	\$8,301	\$13,145	\$4,450	\$1,064	\$6,208	\$5,027	\$273	\$0	\$0	\$0	\$0	\$7,173	\$45,640

23 - 24	Hours	314	241	171	92	357	155	11						1,341
	Revenue	\$8,235	\$10,610	\$4,324	\$4,438	\$7,269	\$7,321	\$385						\$42,581

## Totals

FY	Month	May	June	July	August	September	October	November	December	January	Feb	March	April	TOTALS
22 - 23	Hours	2,431	1,695	916	1,184	1,973	1,756	635	13	8	12	73	2,055	12,750
	Revenue	\$33,890	\$30,078	\$146,731	\$16,446	\$18,620	\$18,964	\$5,946	\$1,273	\$914	\$1,410	\$7,643	\$20,778	\$302,692

23 - 24	Hours	2,779	1,563	704	943	2,366	1,570	742	0	0	0	0	0	10,667
	Revenue	\$42,532	\$28,701	\$139,898	\$12,971	\$13,656	\$18,368	\$6,053	\$0	\$0	\$0	\$0	\$0	\$262,178



Unfinished Business





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE NO. 23-1218: AN ORDINANCE LEVYING TAXES AND ASSESSING TAXES FOR FISCAL YEAR 2024-2025 OF THE OAK BROOK PARK DISTRICT OF DUPAGE AND COOK COUNTIES, ILLINOIS**

**AGENDA No.: 8. A.**

**MEETING DATE: DECEMBER 18, 2023**

STAFF REVIEW:

Chief Financial Officer, Marco Salinas:

Handwritten signature of Marco Salinas in black ink.

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in black ink.

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

The State of Illinois Truth-in-Taxation Act requires that no less than twenty days prior to any taxing body adopting its property tax levies, it must determine how many dollars in property tax extensions will be necessary. This tax levy is for the 2023 levy year and the corresponding taxes will be collected during our fiscal year 2024/2025. The Park District Board previously reviewed this levy at the November 13, 2023 Board meeting.

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

The total 2023 tax levy for the Park District is \$5,871,302. Of this amount, \$4,210,562 is comprised of the corporate and special purpose levies (i.e., aggregate levy), and \$1,660,740 is comprised of the debt service levies. Although the 2023 aggregate levy amount represents a 11.05% increase over prior year's (2022) final extended aggregate levy of \$3,791,588, the 2023 aggregate tax levy amount will be reduced by DuPage and Cook County in accordance with the Property Tax Extension Limitation Law (PTELL). Under PTELL, our final 2023 extended aggregate levy should reflect an increase of approximately 5.00% over prior year's extended amount, plus any additional levy due to new growth in Equalized Assessed Value (EAV). The 2023 tax levy for debt service represents a 2.90% increase over prior year's final extended levy of \$1,613,928.

A public hearing for our 2023 property tax levy has been scheduled for December 18, 2023, with final action to adopt such levy scheduled to occur subsequent to the public hearing on that same day. Notice of this public hearing has been published in the Friday December 8<sup>th</sup> edition of the Naperville Sun newspaper, in accordance with the Truth-in-Taxation Act. This same public hearing notice has also been published on the Park District's website, and displayed at our administration offices located in the Family recreation Center.

**ACTION PROPOSED:**

A motion (and a second) to approve Ordinance 23-1218: An Ordinance Levying Taxes and Assessing Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.



## **ORDINANCE NO. 23-1218**

### **AN ORDINANCE LEVYING TAXES AND ASSESSING TAXES FOR FISCAL YEAR 2024-2025 OF THE OAK BROOK PARK DISTRICT OF DUPAGE AND COOK COUNTIES, ILLINOIS**

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Be it ordained by the Board of Park Commissioners of the Oak Brook Park District, DuPage and Cook Counties, Illinois, that:

**SECTION 1:** A tax for the following sum of money, totaling \$5,871,302 or as much thereof as may be authorized by law, to defray expenses and liabilities of the Park District, be and the same, is hereby levied commencing on the 1<sup>st</sup> day of May, 2024 and ending on the 30<sup>th</sup> day of April, 2025.

#### **ARTICLE I - GENERAL CORPORATE FUND**

A. ADMINISTRATIVE EXPENSES	\$ 680,942
B. PARK EXPENSES	500,000
C. PROFESSIONAL SERVICES	35,000
D. BUILDING EXPENSES	<u>700,000</u>
TOTAL - GENERAL CORPORATE FUND	\$1,915,942

#### **ARTICLE II - RECREATION FUND**

A. ADMINISTRATIVE EXPENSES	\$ 569,600
B. RECREATION, FITNESS & AQUATIC PROGRAM EXPENSES	<u>850,000</u>
TOTAL - RECREATION FUND	\$1,419,600

#### **ARTICLE III - ILLINOIS MUNICIPAL RETIREMENT FUND**

ADMINISTRATIVE EXPENSES	\$ 87,360
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#### **ARTICLE IV - SOCIAL SECURITY FUND**

ADMINISTRATIVE EXPENSES	\$ 240,240
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#### **ARTICLE V - LIABILITY INSURANCE FUND**

ADMINISTRATIVE EXPENSES	\$ 136,500
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#### **ARTICLE VI - AUDIT FUND**

CONTRACTUAL & PROFESSIONAL SERVICES	\$ 10,920
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**ARTICLE VII - DEBT SERVICE FUND**

PRINCIPAL & INTEREST EXPENSES	\$1,660,740
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**ARTICLE VIII – SPECIAL RECREATION FUND**

ADMINISTRATIVE EXPENSES	\$ 100,000
PROGRAM/CAPITAL EXPENSES	<u>300,000</u>
TOTAL – SPECIAL RECREATION FUND	\$ 400,000

**ARTICLE IX - RECAPITULATION**

GENERAL CORPORATE FUND	\$ 1,915,942
RECREATION FUND	1,419,600
ILLINOIS MUNICIPAL RETIREMENT FUND	87,360
SOCIAL SECURITY FUND	240,240
LIABILITY INSURANCE FUND	136,500
AUDIT FUND	10,920
DEBT SERVICE FUND	1,660,740
SPECIAL RECREATION FUND	<u>400,000</u>
TOTAL TAXES LEVIED	\$ 5,871,302

Section 2. The secretary of the Park District is hereby directed to file a certified copy of this Ordinance with the County Clerk of DuPage County, Illinois and Cook County, Illinois as provided by law.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED this 18th day of December, 2023.

APPROVED this 18th day of December, 2023.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
PRESIDENT

ATTEST: \_\_\_\_\_  
SECRETARY



**TRUTH IN TAXATION**  
**CERTIFICATE OF COMPLIANCE**

I, Sharon Knitter, hereby certify that I am the Presiding Officer of the Oak Brook Park District, and as such Presiding Officer, I certify that the tax levy ordinance, a copy of which is attached, was adopted pursuant to, and is in all respects in compliance with the provisions of the Illinois Property Tax Code – Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85, as amended.

This certificate applies to the 2023 tax levy.

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Sharon Knitter, President  
Board of Park Commissioners

Dated: December 18, 2023



STATE OF ILLINOIS )  
 ) SS  
COUNTIES OF DUPAGE AND COOK )

# CERTIFICATE

I, Sharon Knitter, do hereby certify that I am the duly qualified President, and the presiding officer of the corporate authorities of the Oak Brook Park District, DuPage and Cook Counties, Illinois.

I further certify compliance with the provisions of Sections 18-60 through 18-85 of the Truth in Taxation Law (35ILCS 200/18-60, et seq.), in connection with the 2023 Tax Levy Ordinance of the Oak Brook Park District, being Ordinance No. 23-1218, “An Ordinance Levying Taxes and Assessing Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District of DuPage and Cook Counties, Illinois”, passed and approved on December 18, 2023.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Oak Brook Park District, at Oak Brook, Illinois, this 18th day of December, 2023.

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Presiding Officer

SEAL



STATE OF ILLINOIS )  
 ) SS  
COUNTIES OF DUPAGE AND COOK )

# CERTIFICATE

I, Laure L. Kosey, do hereby certify that I am the Secretary in and for the Oak Brook Park District; that the foregoing is a true and correct copy of an Ordinance duly passed by the President and Board of Park Commissioners being entitled: "An Ordinance Levying Taxes and Assessing Taxes for Fiscal Year 2024-2025 of the Oak Brook Park District of DuPage and Cook Counties, Illinois" at its regular meeting held on the 18<sup>th</sup> day of December, 2023, the Ordinance being a part of the official records of said Oak Brook Park District.

DATED: This 18th day of December, 2023.

Secretary, Board of Commissioners  
Oak Brook Park District





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: IAPD CREDENTIALS: AN APPOINTMENT OF CERTAIN DISTRICT REPRESENTATIVE(S) TO SERVE AS DELEGATE(S) TO THE ANNUAL BUSINESS MEETING OF THE ILLINOIS ASSOCIATION OF PARK DISTRICTS**

**AGENDA No.: 8 B**

**MEETING DATE: DECEMBER 18, 2023**

#### STAFF REVIEW:

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

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

The Constitutional By-Laws of the Illinois Association of Park Districts (IAPD) entitles all member park districts to be represented at the Association's meetings and conferences by delegate(s) designated by each park district. Each delegate must present proper credentials consisting of a certificate by the Secretary of the member park district that the delegate represents the park district.

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

The attached document grants the proper credentials to the individual appointed to represent the Oak Brook Park District at the Association's Annual Business Meeting held during the IPRA/IAPD Conference, Saturday, January 27, 2024 at 3:30 p.m.

The Commissioners may wish to discuss their availability to attend conference and represent the District at the Annual Meeting.

The Commissioners may also appoint the Executive Director or her delegate to attend the meeting on their behalf.

The Board will be asked to make a motion during its December 18, 2023 Board Meeting to appoint the District's delegate for the Annual Business Meeting of the Illinois Association of Park Districts.

#### **ACTION PROPOSED:**

A motion (and a second) to appoint (Name) as the District's delegate for the Annual Business Meeting of the Illinois Association of Park Districts.





TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 5, 2023

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held on January 25-27, 2024.

Article V, Section 3 and 4 of the Constitutional By-Laws of the Illinois Association of Park Districts provides as follows:

"Section 3. Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards of member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district. Each delegate shall present proper credentials consisting of a certificate by the Secretary of the member district said delegate or delegates represent, with seal of office affixed, showing that the governing board at a special or regular meeting authorized said delegate or delegates to represent said member district. On all questions each member district represented shall have one vote which shall be the majority expression of the delegation from that member district."

"Section 4. No member district shall be entitled to vote by proxy and only delegates of a member district shall cast a ballot for that member district."

Accordingly, we enclose herewith a certificate, which, when properly certified by the Secretary of your agency after its governing board authorizes such delegate and alternates at a regular or special meeting, shall be mailed to the Association's office, 211 East Monroe Street, Springfield, IL 62701.

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 27, 2024 at 3:30 p.m.

Your agency must be in good standing, the Credentials Certificate must be signed by the Board President and Secretary with your agency seal affixed.

**NOTE:** If your agency does not have a seal, then write the word "SEAL" and circle it where indicated on the certificate.

Your careful and prompt attention to this important matter is requested.



## **CREDENTIALS CERTIFICATE**

This is to certify that at a meeting of the Governing Board of the

Oak Brook Park District

held at

*(Name of Agency)*

1450 Forest Gate Rd, Oak Brook, 60523-2151 on

November 13, 2023

at 6:30 p.m.

*(Location)*

*(Month/Day/Year)*

*(Time)*

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 27, 2024 at 3:30 p.m.:**

**Name**

**Title**

**Email**

Delegate: \_\_\_\_\_

1st Alternate: \_\_\_\_\_

2nd Alternate: \_\_\_\_\_

3rd Alternate: \_\_\_\_\_

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal:

Signed: \_\_\_\_\_

*(President of Board)*

Attest: \_\_\_\_\_

*(Board Secretary)*

Return this form to:

Illinois Association of Park Districts  
211 East Monroe Street  
Springfield, IL 62701-1186  
Email: [iapd@ilparks.org](mailto:iapd@ilparks.org)





TO: ALL MEMBER DISTRICTS  
FROM: Peter M. Murphy, President/CEO  
DATE: October 5, 2023  
RE: **RESOLUTIONS**

To ensure our membership a voice in the Association, Article X, of the Constitutional By-Laws provides as follows:

"Section 1. Resolutions for presentation at the Annual Meeting of the Association may be proposed by any member district, the Honors and Resolutions Committee and by the Board of Trustees.

(a) Resolutions must be submitted to the President/CEO no later than sixty (60) days prior (November 28, 2023) to the Annual Business Meeting of the Association. All resolutions submitted shall be mailed to the membership not less than forty-five (45) days prior (December 13, 2023) to the Annual Business Meeting.

(b) The Honors and Resolutions Committee shall have the prerogative to determine which resolutions submitted by member districts shall be presented at the Annual Business Meeting of the Association; however, all resolutions received must be submitted to the membership. Any governing board of a member district shall have the right to appeal the Committee's decision to the delegates at the Annual Business Meeting of the Association.

(c) Notice of appeal by a member district for the resolution must be served by mail on the members of the Honors and Resolutions Committee so as to be received not less than forty-eight (48) hours in advance of the start of the Annual Conference. A majority of the official delegates present and voting at the Annual Business Meeting of the Association during the Annual Conference is required for consideration of appeals. Approval by a two-thirds (2/3rds) majority vote of the official delegates present and voting is required at the Annual Business Meeting of the Association for the introduction of additional resolutions. A member district seeking authority at the Annual Business Meeting of the Association to present an additional resolution must provide duplicated copies in number sufficient for all delegates present."

**NOTE: All resolutions must be received in the Association's office no later than November 28, 2023.**





TO: ALL MEMBER DISTRICTS  
FROM: Peter M. Murphy, President/CEO  
DATE: October 5, 2023  
RE: **RECOMMENDATIONS**

In order to comply with the provisions of the IAPD Constitutional By-Laws, recommended changes and/or amendments to the Constitutional By-Laws must be on file in the Association's office on or before November 28, 2023 to be considered by the committee.

This schedule has been adopted by the committee in order to provide adequate time for the office to publish and distribute the committee report to all member districts forty-five (45) days (December 13, 2023) in advance of the Annual Business Meeting. For your information, we list the following section of the Association's Constitutional By-Laws:

### **ARTICLE XIII -- AMENDMENTS TO CONSTITUTIONAL BY-LAWS**

"Section 1. These Constitutional By-Laws may be amended at the Annual Meeting of the association by a majority vote of the official delegates of the member districts present and voting subject to the compliance with the following procedure:

(a) Any member district, or the Board of Trustees, desiring to suggest an amendment to the Constitutional By-Laws, shall submit the proposed amendment to the President/CEO in writing not less than sixty (60) days prior to the Annual Business Meeting of the Association.

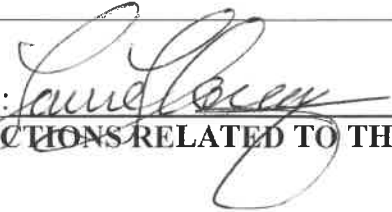
(b) The President/CEO shall thereupon cause a copy of the proposed amendment to be mailed to each member district of the Association not less than forty-five (45) days prior to the Annual Meeting of the Association."

**NOTE: November 28, 2023 is the deadline for all changes and/or amendments to be received in the Association's office.**





## Oak Brook Park District

<b>BOARD MEETING</b> <b>AGENDA ITEM –HISTORY/COMMENTARY</b>	
<b>ITEM TITLE: 2024 BOARD MEETING DATES</b>	<b>AGENDA No.: 8 C</b> <b>MEETING DATE: DECEMBER 18, 2023</b>
<b>STAFF REVIEW:</b>	
<b>RECOMMENDED FOR BOARD ACTION:</b> Executive Director, Laure Kosey: 	
<b>ITEM HISTORY(PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):</b> <p>In preparation for the publication notice of the Regularly Scheduled Board Meeting Dates, attached are the 2024 dates.</p> <p>Meetings are scheduled for the third Monday of the month except when the third Monday would occur during a holiday week. In those events, the Board Meeting would be scheduled for the second Monday of the month. For the 2024 calendar, it is necessary to adjust the November Board Meeting date to the second week.</p> <p>The proposed 2024 Board Meeting Dates are provided on the following page.</p>	
<b>ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):</b> The Board will be asked to approve the 2024 meeting dates for the Regularly Scheduled Board Meetings at the Board's December 18, 2023 meeting.	
<b>ACTION PROPOSED:</b> A motion (and a second) to approve the 2024 Board Meeting Dates	





**2024 Calendar of the Regularly Scheduled Meeting Dates  
of the  
Oak Brook Park District Board of Commissioners**

The Board Meetings are held on the third Monday of the month except when the third Monday would occur during a holiday week. In those events, the Board Meeting would be scheduled for the second Monday of the month. The meetings begin at 6:30 p.m. and are held at the Oak Brook Park District Family Recreation Center, 1450 Forest Gate Road, Oak Brook, IL 60523.

January 15, 2024  
February 19, 2024  
March 18, 2024  
April 15, 2024  
May 20, 2024  
June 17, 2024  
July 15, 2024  
August 19, 2024  
September 16, 2024  
October 21, 2024  
November 18, 2024  
December 16, 2024

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Oak Brook Park District Board of Commissioners should contact Laure Kosey, Executive Director at 630-645-9535.

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

Family Recreation Center | 1450 Forest Gate Road | Oak Brook, IL 60523-2151 | P: 630-990-4233 | F: 630-990-8379

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

[www.obparks.org](http://www.obparks.org)





New Business





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: GATEWAY SPECIAL RECREATION PROPOSAL**

**AGENDA No.: 9 A**

**MEETING DATE: DECEMBER 18, 2023**

**STAFF REVIEW:**

Superintendent of Recreation, Mike Contreras:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

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

Gateway Special Recreation Association Board will be making a decision on the proposals received from service providers during their meeting on Thursday, December 14, 2023 at 3:00 p.m.

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

More information will be available after the Gateway SRA Board Meeting which will be presented to the Oak Brook Park District Board of Commissioners during the December 18, 2023 Board Meeting.

**ACTION PROPOSED:**

For review and discussion only.



The next Regular Meeting of the Oak Brook Park District Board of Commissioners will be held on January 15, 2024, 6:30 p.m.

Adjournment