



Oak Brook Park District Board Packet

July 15, 2024

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

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Agenda and Agenda Vote



AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
July 15, 2024 – 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
2. OPEN FORUM
3. CONSENT AGENDA
 - a. APPROVAL OF THE JULY 15, 2024 AGENDA
 - b. APPROVAL OF MINUTES
 - i. June 17, 2024 Regular Board Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING JUNE 30, 2024
 - i. Warrant 686
4. STAFF RECOGNITION
 - a. None
5. COMMUNICATIONS/PROCLAMATIONS
 - a. Board of Commissioners to Share Communications
6. REPORTS:
 - a. Administration and Enterprise Operations Report
 - b. Finance and Human Resources Report
 - c. Recreation and Communications Report
 - d. Parks and Facilities Report
7. UNFINISHED BUSINESS
 - a. Tennis Center Exterior Windows Replacement Project Bid
 - b. Asphalt Replacement Project
 - c. Revision to Personnel Policy Manual Section 3.10 Time-Off Benefits - Bereavement Leave
 - d. Resolution No. 24-0715: A Resolution of The Oak Brook Park District Approving and Adopting the Debt Management Policy





AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
July 15, 2024 – 6:30 p.m.
Canterberry Room

8. NEW BUSINESS

- a. Resolution No. 24-0819: A Resolution Amending and Restating the Rules for Addressing the Board
- b. Resolution No. 24-0820: A Resolution Amending The Administrative Policies And Procedures 4.9 Investment Policy
- c. Resolution No. 24-0821: A Resolution Approving and Adopting the Capital Improvement Policy
- d. Resolution No. 24-0822: A Resolution Approving and Adopting the Financial Reporting Policy
- e. Resolution No. 24-0823: OSLAD Grant Program Resolution of Authorization

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON AUGUST 19, 2024, 6:30 P.M.

10. 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
July 15, 2024 – 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
[Call to Order the Regular Meeting of the Oak Brook Park District Board of Commissioners and ask the Recording Secretary to conduct the Roll Call.]
2. OPEN FORUM *[Ask whether there are any Public Comments under “Open Forum.” If necessary, the President may advise speakers to observe the rules set forth in Section 1.1VII B of the Rules of the Board of Park Commissioners.]*
3. CONSENT AGENDA
*[Request a Motion (and a 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 a Second) to approve the Consent Agenda, as presented. **Roll Call Vote...**]*
 - a. APPROVAL OF THE JULY 15, 2024 AGENDA
 - b. APPROVAL OF MINUTES
 - i. June 17, 2024 Regular Board Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING JUNE 30, 2024
 - i. Warrant 686
4. STAFF RECOGNITION
 - a. None
5. COMMUNICATIONS/PROCLAMATIONS *[For Review and Discussion Only]*
 - a. Board of Commissioners to Share Communications
6. 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
7. UNFINISHED BUSINESS
 - a. Tennis Center Exterior Windows Replacement Project Bid *[Request a Motion and a Second to reject all bids received for the Tennis Center Exterior Windows Replacement Project. **Roll Call Vote...**]*





AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
July 15, 2024 – 6:30 p.m.
Canterberry Room

- b. Asphalt Replacement Project *[Request a Motion and a Second to accept the bid from Evans and Son Blacktop, Inc. for the asphalt replacement project, and to approve an agreement between the Park District and Evans and Son Blacktop, Inc. for a total cost not-to-exceed \$65,809.82. Roll Call Vote...]*
 - c. Revision to Personnel Policy Manual Section 3.10 Time-Off Benefits - Bereavement Leave *[Request a Motion and a Second to approve the revision to the Personnel Policy Manual Section 3.10 Time-Off Benefits - Bereavement Leave. Roll Call Vote...]*
 - d. Resolution No. 24-0715: A Resolution of The Oak Brook Park District Approving and Adopting the Debt Management Policy *[Request a Motion and a Second to approve Resolution 24-0715: A Resolution Approving and Adopting the Debt Management Policy. Roll Call Vote...]*
8. **NEW BUSINESS** *[For Review and Discussion Only]*
- a. Resolution No. 24-0819: A Resolution Amending and Restating the Rules for Addressing the Board
 - b. Resolution No. 24-0820: A Resolution of the Oak Brook Park District Amending the Administrative Policies and Procedures 4.9 Investment Policy
 - c. Resolution No. 24-0821: A Resolution Approving and Adopting the Capital Improvement Policy
 - d. Resolution No. 24-0822: A Resolution Approving and Adopting the Financial Reporting Policy
 - e. Resolution No. 24-0823: OSLAD Grant Program Resolution of Authorization
9. **THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON AUGUST 19, 2024, 6:30 P.M.**
[Announce the Next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on August 19, 2024, 6:30 p.m.]
10. **ADJOURNMENT** *[Request a Motion and a Second to adjourn the July 15, 2024 Regular Meeting of the Oak Brook Park District Board of Commissioners. 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.



Minutes

MINUTES
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
June 17, 2024 – 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 at the hour of 6:30 p.m. Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter answered “present” from the Oak Brook Park District Family Recreation Center, Canterbury Conference Room. Also present in Canterbury Conference Room was Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Bob Johnson, Deputy Director; Robert Pechous, Director of Recreation and Communications; and Steve Adams, District Attorney.

2. OPEN FORUM

President Knitter asked if there were any public comments. No one addressed the Board.

3. CONSENT AGENDA

a. APPROVAL OF THE JUNE 17, 2024 AGENDA

b. APPROVAL OF MINUTES

i. May 20, 2024 Regular Board Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING MAY 31, 2024

i. Warrant 685

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

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Consent Agenda.

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

4. STAFF RECOGNITION

- a. Alli Siamis, Human Resource & Risk Manager
- b. Mallory Price, Administrative Services Specialist

The Board welcomed Alli Siamis and Mallory Price.

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to Share Communications
- b. Proclamation "July is Park and Recreation Month"

Dr. Laure Kosey explained that this proclamation occurs every year in July to celebrate Parks and Recreation Month.

6. REPORTS

- a. Administration and Enterprise Operations Report

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

Dr. Kosey reported that the staff is updating the Personnel Policy Manual. Items being changed will be highlighted. This process will take some time, so Commissioners will be provided with enough time to review before approval.

Dr. Kosey stated that the Park District will apply for the GFOA Budget Award. There are requests for policies in the application, so new policies will be coming. The first one under New Business is the Debt Management Policy.

President Knitter stated that the OKR's and Objectives were well organized.

- b. Finance and Human Resources Report

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

Mr. Salinas stated on the first month of the 2024/2025 Fiscal Year (FY). Expenditures were higher for June because the Finance Department are still making the year-end adjustments. Some of the May expenses will be moved to April when the costs actually occurred. Auditors will be here on July 15.

Mr. Salinas reported that the General and Recreation Funds have a surplus, while the Tennis Fund has a slight deficit.

Commissioner Vescovi asked why there is a large surplus for the Recreation Fund.

Mr. Salinas explained that due to the Recreation Fund cycle, all the summer programming fees have already been collected, so now services are being provided.

c. Recreation and Communications Report

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

Mr. Pechous reported Ginger Creek Pavilion and the Oaks Amphitheater are live for online rentals. There are inquiries and booked rentals for the new picnic area.

Mr. Pechous stated that the staff are working on updating the Recreation plan.

Mr. Pechous reported May had high concessions revenue due to two major tournaments for lacrosse and the Wizards Soccer. June will show lower revenue due to the lower number of tournaments. ABC Preschool graduation occurred outside before the cicadas arrived. Pioneers Travel Club is in Alaska.

Commissioner Gondek asked about tournament parking; he saw that tournament attendant parking during rain occurred on the grass instead of in the parking lot. Although there was ample parking, attendants still parked on the grass.

Mr. Bob Johnson stated that this is a challenge that the Park District will speak with the tournament directors. It appears to be cyclical when parking runs out in the lot then tournament attendants park on the grass. Then as others leave, parking opens in the lot.

President Knitter suggested at larger tournaments using yellow tape and more signage.

Mr. Pechous communicated parking at the Tennis Center has also been a challenge. More signage is also needed at the Tennis Center to help with parking.

Commissioner Ivkovic Kelley stated that she has seen tournament attendants respecting the parking at the Tennis Center, because there is a person directing tournament attendants to park elsewhere away from the Tennis Center.

President Knitter stated that many birthday parties were moved inside.

Mr. Pechous confirmed that the parties needed to move inside due to the cicadas.

d. Parks and Facilities Report

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

Mr. Johnson reported that Central Park West (CPW) interior demolition is almost completed; the Park District is waiting for inspections.

Mr. Johnson stated that the afternoon swim classes are in high demand, but there was lower enrollment for some morning swim lessons, so the aquatic staff created water exercise classes.

Mr. Johnson reported that there will be concrete work for the walkway being done this week in front of the Family Recreation Center (FRC). Paver walkways will be replaced in late June or July.

President Knitter reported that there were modest numbers of residents participating in the Oak Brook 1st initiative for June, and there has been communications to the Homeowners Association to promote Oak Brook 1st.

Mr. Johnson confirmed there were three new memberships and five daily passes for resident sign-ups for June 1st.

Commissioner Gondek asked when the construction on the pathway by the Splash Pool will be completed.

Mr. Johnson answered that the pathway appears to be completed but the equipment will need to be removed. This is a village project, so he will ask the village.

7. UNFINISHED BUSINESS

a. Family Aquatic Center Paint Project Bid

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to accept the bid from CertaPro Painters of La Grange for the Family Aquatic Center Paint Project and to approve an agreement between the Oak Brook Park District and CertaPro Painters of La Grange for a total cost not-to-exceed \$39,750.

President Knitter asked if there were responsible bidders.

Mr. Johnson responded there were three responsible bidders. The most responsible bidder has already completed some work at the Park District.

The motion passed by roll call vote.

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

b. Unsupervised Minimum Age for Facility Usage

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the updated Unsupervised Minimum Age for Facility Usage.

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. Objectives and Key Results

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Objectives and Key Results for May 1, 2024 – April 30, 2025.

President Knitter stated that Dr. Kosey and staff did a good job keeping track of the Objective and Key Results.

The motion passed by roll call vote.

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

- d. Purchase of Life Floor Material and Installation through Buy Board Purchasing Cooperative

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to accept the proposal from Progressive Commercial Aquatics for the purchase of Life Floor and installation and to approve an agreement between the Park District and Progressive Commercial Aquatics for a total cost not-to-exceed \$235,994.62.

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. Renewal of the Intergovernmental Agreement between the Board of Education of Butler School District #53 and the Oak Brook Park District for a Before and After School Program for School Year 2024-2025 through 2027-2028. (Dolphin Station)

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Renewal of the Intergovernmental Agreement between the Board of Education of Butler School District #53 and the Oak Brook Park District for a Before and After School Program for School Years 2024-2025 through 2027-2028.

Commissioner Vescovi asked that the Intergovernmental Agreement be explained to the audience.

Dr. Kosey explained that the Park District has an Intergovernmental Agreement with the Butler School District. The Park District assists with the before and after school program. The morning program is held at the Park District and the afternoon program is held at the school

The motion passed by roll call vote.

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

- f. Approval of a Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference held in Atlanta, Georgia, October 8-10, 2024

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Travel Expenses for Commissioner Attendance at the National Recreation and Park Association Conference held October 8-10, 2024 in Atlanta, GA.

Commissioners Ivkovic Kelley, Suleiman, and President Knitter will attend the National Recreation and Park Association Conference.

The motion passed by roll call vote.

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

8. NEW BUSINESS

a. Asphalt Replacement Project

Mr. Johnson stated that the Park District replaces walkways, driveways, and parking lot areas annually. This year's asphalt replacement will be scheduled at Central Park, Chillem Park, and Saddle Brook Park. Bidding will begin June 18, 2024.

b. Revision to Personnel Policy Manual Section 3.10 Time-Off Benefits - Bereavement Leave

President Knitter stated that there will be a small change in the Bereavement Leave policy.

c. Resolution No. 24-0715: A Resolution of The Oak Brook Park District Approving and Adopting Debt Management Policy

President Knitter stated that the Board will discuss Resolution No. 24-0715 at the next Board meeting.

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

President Knitter announced that the next Regular Meeting of the Oak Brook Park District of Park Commissioners will be held on July 15, 2024, at 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the June 17, 2024, 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 6:52 p.m.

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 June 30, 2024 and 2023

16.67% completed (2 out of 12 months)

	Fiscal Year 2024/2025- Highlighted items reflect more than 8.33% variance						FY 2024/2025 compared to FY 2023/2024- Highlighted items reflect more than 10% variance		
	Original Annual Budget	June 2024 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2023/2024 YTD Actual	Actual Higher/(Lower) than 2023/2024 YTD Actual	Percent Change
REVENUES									
Administration	\$ -	\$ -	\$ -	N/A	\$ -	N/A	\$ -	\$ -	N/A
Finance									
Property Taxes	1,754,965	778,956	989,235	N/A	989,235	56.4%	955,832	33,403	3.5%
Personal Prop. Repl. Taxes	252,617	-	36,795	N/A	36,795	14.6%	62,922	(26,127)	-41.5%
Investment Income	52,000	6,573	11,959	N/A	11,959	23.0%	7,175	4,784	66.7%
Other	1,250	500	500	N/A	500	40.0%	63	437	690.1%
Central Park North	90,000	11,324	18,108	N/A	18,108	20.1%	4,700	13,408	285.3%
Central Park	238,650	30,046	45,573	N/A	45,573	19.1%	50,879	(5,306)	-10.4%
Saddlebrook Park	500	-	-	N/A	-	0.0%	-	-	N/A
Forest Glen Park	500	200	200	N/A	200	40.0%	-	200	N/A
Chillem Park	250	-	-	N/A	-	0.0%	-	-	N/A
Dean Property	9,000	-	-	N/A	-	0.0%	-	-	N/A
Information Technology	133,693	-	-	N/A	-	0.0%	118	(118)	-100.0%
Building-Recreation Center	1,103,748	69,705	102,255	N/A	102,255	9.3%	85,669	16,587	19.4%
Central Park West	20,597	-	-	N/A	-	0.0%	8,038	(8,038)	-100.0%
TOTAL REVENUES	\$ 3,657,770	\$ 897,305	\$ 1,204,625	\$ -	\$ 1,204,625	32.9%	\$ 1,175,396	\$ 29,229	2.5%
EXPENDITURES									
Administration	\$ 413,556	\$ 27,049	\$ 44,637	\$ 469	45,105	10.8%	\$ 58,044	\$ (13,408)	-23.1%
Finance	317,125	20,863	33,098	214	33,312	10.4%	33,242	(144)	-0.4%
Central Park North	94,954	14,524	20,030	30,696	50,727	21.1%	16,153	3,877	24.0%
Central Park	826,659	62,033	94,022	81,319	175,341	11.4%	117,608	(23,585)	-20.1%
Saddlebrook Park	16,187	1,403	1,403	5,056	6,459	8.7%	1,750	(348)	-19.9%
Forest Glen Park	32,326	4,713	4,713	8,888	13,602	14.6%	4,735	(22)	-0.5%
Chillem Park	7,481	476	476	1,479	1,955	6.4%	409	67	16.4%
Dean Property	40,423	3,618	3,618	19,215	22,833	9.0%	9,213	(5,594)	-60.7%
Professional Services	31,000	2,450	2,450	4,735	7,185	7.9%	2,700	(250)	-9.3%
Information Technology	349,743	27,984	44,984	46,449	91,434	12.9%	41,282	3,703	9.0%
Building-Recreation Center	1,145,015	90,997	139,369	100,720	240,088	12.2%	130,597	8,772	6.7%
Central Park West	57,990	3,205	4,347	17,390	21,737	7.5%	6,583	(2,236)	-34.0%
TOTAL EXPENDITURES	\$ 3,332,459	\$ 259,315	\$ 393,148	\$ 316,630	\$ 709,777	11.8%	\$ 422,315	\$ (29,168)	-6.9%
TRANSFERS OUT	\$ 502,000	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	N/A
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 3,834,459	\$ 259,315	\$ 393,148	\$ 316,630	\$ 709,777	10.3%	\$ 422,315	\$ (29,168)	-6.9%
REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT	\$ (176,689)	\$ 637,990	\$ 811,477	\$ (316,630)	\$ 494,847	-459.3%	\$ 753,081	\$ 58,396	7.8%

Note 1 > Fiscal year 2024/2025 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2023/2024, 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
	2024	2024	2024	2024	2024	2024	2024	2024	2025	2025	2025	2025	Y-T-D
Beginning Unrestricted	\$ 1,397,563	\$ 1,571,050											
Monthly Net Surplus/(Deficit)	173,487	637,990											\$ 811,477
Ending Unrestricted	\$ 1,571,050	\$ 2,209,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	



Minimum (3 months Exp.)	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115	\$ 833,115
Median (6 months Exp.)	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230	\$ 1,666,230
Maximum (9 months Exp.)	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344	\$ 2,499,344



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 June 30, 2024 and 2023

16.67% completed (2 out of 12 months)

	Fiscal Year 2024/2025- Highlighted items reflect more than 8.33% variance						FY 2024/2025 compared to FY 2023/2024- Highlighted items reflect more than 10% variance		
	Original Annual Budget	June 2024 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2023/2024 YTD Actual	FY 2024/2025 YTD Actual Higher/(Lower) than 2023/2024 YTD Actual	Percent Change
REVENUES									
Administration									
Property Taxes	\$ 1,300,345	\$ 576,977	\$ 732,732	N/A	\$ 732,732	56.3%	\$ 697,776	\$ 34,956	5.0%
Personal Prop. Repl. Taxes	79,528	-	11,584	N/A	11,584	14.6%	19,809	(8,225)	-41.5%
Investment Income	80,000	12,842	19,056	N/A	19,056	23.8%	13,382	5,674	42.4%
Other	3,000	1,201	2,194	N/A	2,194	73.1%	680	1,514	222.8%
Fitness Center	733,603	67,162	137,708	N/A	137,708	18.8%	126,346	11,362	9.0%
Aquatic Center	667,703	72,321	171,634	N/A	171,634	25.7%	142,542	29,091	20.4%
Aquatic Recreation Prog.	579,511	29,761	120,905	N/A	120,905	20.9%	125,758	(4,853)	-3.9%
Children's Programs	519,207	9,227	109,835	N/A	109,835	21.2%	117,291	(7,457)	-6.4%
Preschool Programs	328,366	5,305	46,243	N/A	46,243	14.1%	64,530	(18,286)	-28.3%
Youth Programs	256,813	521	194,400	N/A	194,400	75.7%	181,334	13,067	7.2%
Adult Programs	131,628	8,030	33,415	N/A	33,415	25.4%	26,873	6,541	24.3%
Pioneer Programs	66,973	7,935	20,739	N/A	20,739	31.0%	11,668	9,071	77.7%
Special Events and Trips	139,340	3,114	37,033	N/A	37,033	26.6%	53,010	(15,977)	-30.1%
Marketing	46,000	4,095	7,845	N/A	7,845	17.1%	10,045	(2,200)	-21.9%
Capital Outlay	-	-	-	N/A	-	N/A	-	-	N/A
TOTAL REVENUES	\$ 4,932,017	\$ 798,491	\$ 1,645,323	\$ -	\$ 1,645,323	33.4%	\$ 1,591,044	\$ 54,279	3.4%
TRANSFERS IN	\$ 150,000	-	-	N/A	-	0.0%	-	-	N/A
TOTAL REVENUES & TRANSFERS IN	\$ 5,082,017	\$ 798,491	\$ 1,645,323	\$ -	\$ 1,645,323	32.4%	\$ 1,591,044	\$ 54,279	3.4%
EXPENDITURES									
Administration	\$ 1,099,291	\$ 64,415	\$ 103,538	\$ 55,768	\$ 159,306	9.4%	\$ 92,690	\$ 10,847	11.7%
Fitness Center	535,242	26,854	41,107	57,409	98,516	7.7%	32,709	8,398	25.7%
Aquatic Center	1,158,019	99,434	140,403	137,610	278,013	12.1%	143,704	(3,301)	-2.3%
Aquatic Recreation Prog.	302,009	15,957	28,539	1,473	30,012	9.4%	37,788	(9,249)	-24.5%
Children's Programs	383,837	2,203	7,316	38,613	45,929	1.9%	11,872	(4,556)	-38.4%
Preschool Programs	307,712	8,350	21,113	119	21,232	6.9%	19,294	1,819	9.4%
Youth Programs	202,400	19,827	22,110	1,788	23,899	10.9%	21,025	1,085	5.2%
Adult Programs	74,250	5,255	7,880	-	7,880	10.6%	6,925	955	13.8%
Pioneer Programs	101,932	9,532	12,504	639	13,143	12.3%	11,085	1,419	12.8%
Special Events and Trips	123,647	11,803	23,581	12,380	35,961	19.1%	25,655	(2,075)	-8.1%
Marketing	311,514	22,256	37,549	1,084	38,634	12.1%	35,503	2,047	5.8%
Capital Outlay	1,213,000	1,239	1,239	732,816	734,055	0.1%	38,000	(36,761)	-96.7%
TOTAL EXPENDITURES	\$ 5,812,852	\$ 287,126	\$ 446,879	\$ 1,039,699	\$ 1,486,578	7.7%	\$ 476,250	\$ (29,371)	-6.2%
TRANSFERS OUT	\$ 177,971	-	-	-	-	0.0%	-	-	N/A
TOTAL EXPENDITURES & TRANSFERS OUT	\$ 5,990,823	\$ 287,126	\$ 446,879	\$ 1,039,699	\$ 1,486,578	7.5%	\$ 476,250	\$ (29,371)	-6.2%
REVENUES & TRANSFERS IN, OVER (UNDER) EXPENDITURES & TRANSFERS OUT	\$ (908,806)	\$ 511,365	\$ 1,198,444	\$ (1,039,699)	\$ 158,745	-131.9%	\$ 1,114,794	\$ 83,650	7.5%

Note> Fiscal year 2024/2025 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2023/2024, 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 activit

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

Actuals- Unaudited

	May 2024	June 2024	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	Fiscal Y-T-D
Beginning Unrestricted	\$ 2,725,634	\$ 3,412,713											
Monthly Net Surplus/(Deficit)	687,079	511,365											\$ 1,198,444
Ending Unrestricted	\$ 3,412,713	\$ 3,924,078	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	



Minimum (3 months Exp.)	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213	\$ 1,453,213
Median (6 months Exp.)	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426	\$ 2,906,426
Maximum (9 months Exp.)	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639	\$ 4,359,639



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 June 30, 2024 and 2023

16.67% completed (2 out of 12 months)

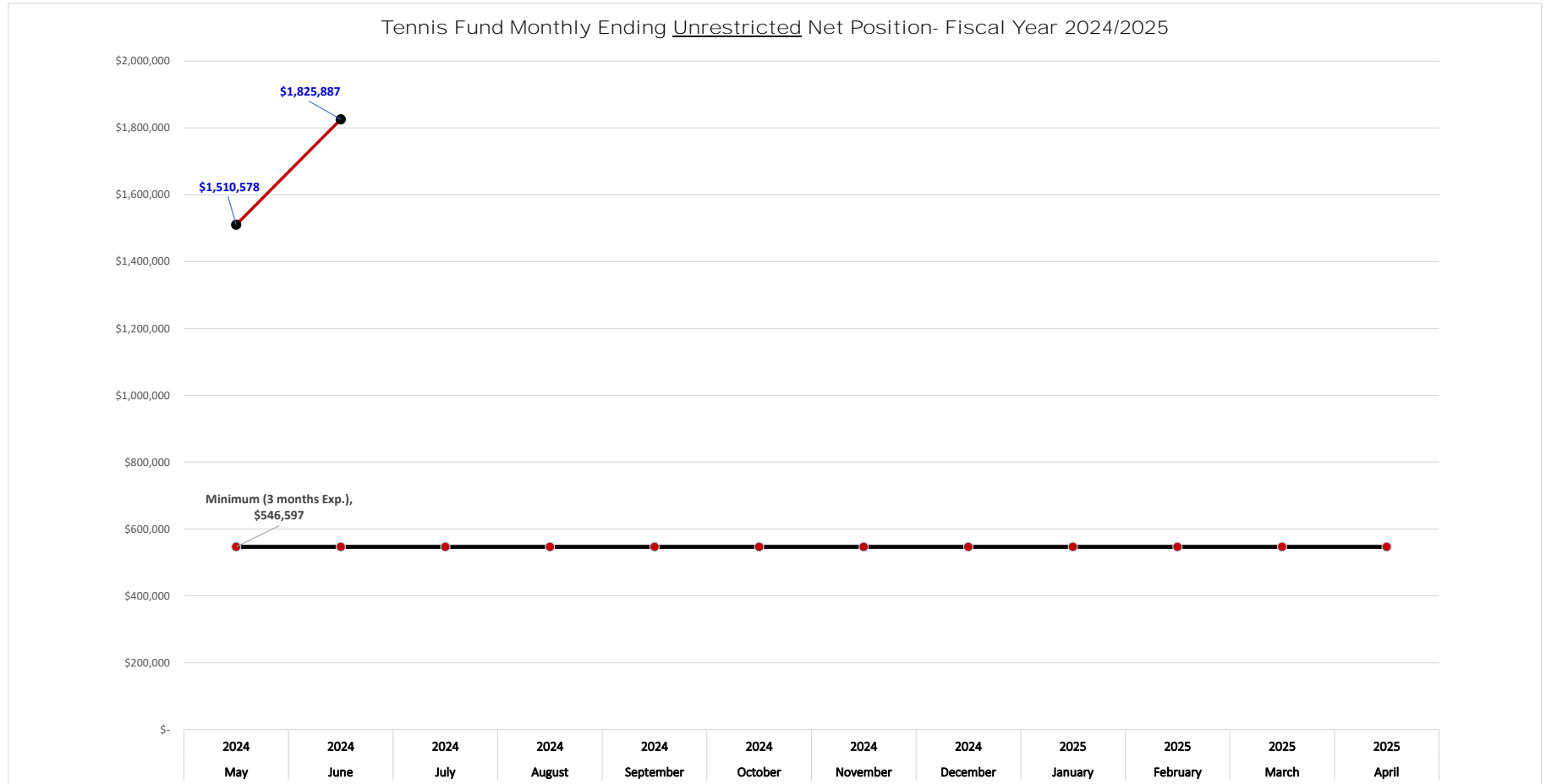
	Fiscal Year 2024/2025- Highlighted items reflect more than 8.33% variance						FY 2024/2025 compared to FY 2023/2024- Highlighted items reflect more than 10% variance		
	Original Annual Budget	June 2024 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2023/2024 YTD Actual	FY 2024/2025 YTD Actual Higher/(Lower) than 2023/2024 YTD Actual	Percent Change
REVENUES									
Administration	\$ 67,000	\$ 10,875	\$ 23,246	N/A	\$ 23,246	34.7%	\$ 5,814	\$ 17,433	299.9%
Building- Racquet Club	500	238	300	N/A	300	60.0%	-	300	N/A
Programs- Racquet Club	2,186,500	438,459	540,427	N/A	540,427	24.7%	454,348	86,079	18.9%
TOTAL REVENUES	\$ 2,254,000	\$ 449,571	\$ 563,973	\$ -	\$ 563,973	25.0%	\$ 460,162	\$ 103,812	22.6%
EXPENSES									
Administration	\$ 922,009	\$ 48,757	\$ 84,972	\$ 817	\$ 85,789	9.2%	\$ 83,904	\$ 1,068	1.3%
Building- Racquet Club	379,379	16,884	24,143	117,747	141,890	6.4%	27,987	(3,844)	-13.7%
Programs- Racquet Club	885,000	53,648	94,152	1,105	95,257	10.6%	82,832	11,320	13.7%
Capital Outlay	310,000	7,487	13,353	46,323	59,675	4.3%	22,820	(9,468)	-41.5%
TOTAL EXPENSES	\$ 2,496,388	\$ 126,776	\$ 216,619	\$ 165,992	\$ 382,611	8.7%	\$ 217,544	\$ (925)	-0.4%
REVENUES OVER (UNDER) EXPENSES	\$ (242,388)	\$ 322,795	\$ 347,354	\$ (165,992)	\$ 181,362	-143.3%	\$ 242,618	\$ 104,736	43.2%

Note> Fiscal year 2024/2025 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2023/2024, 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.

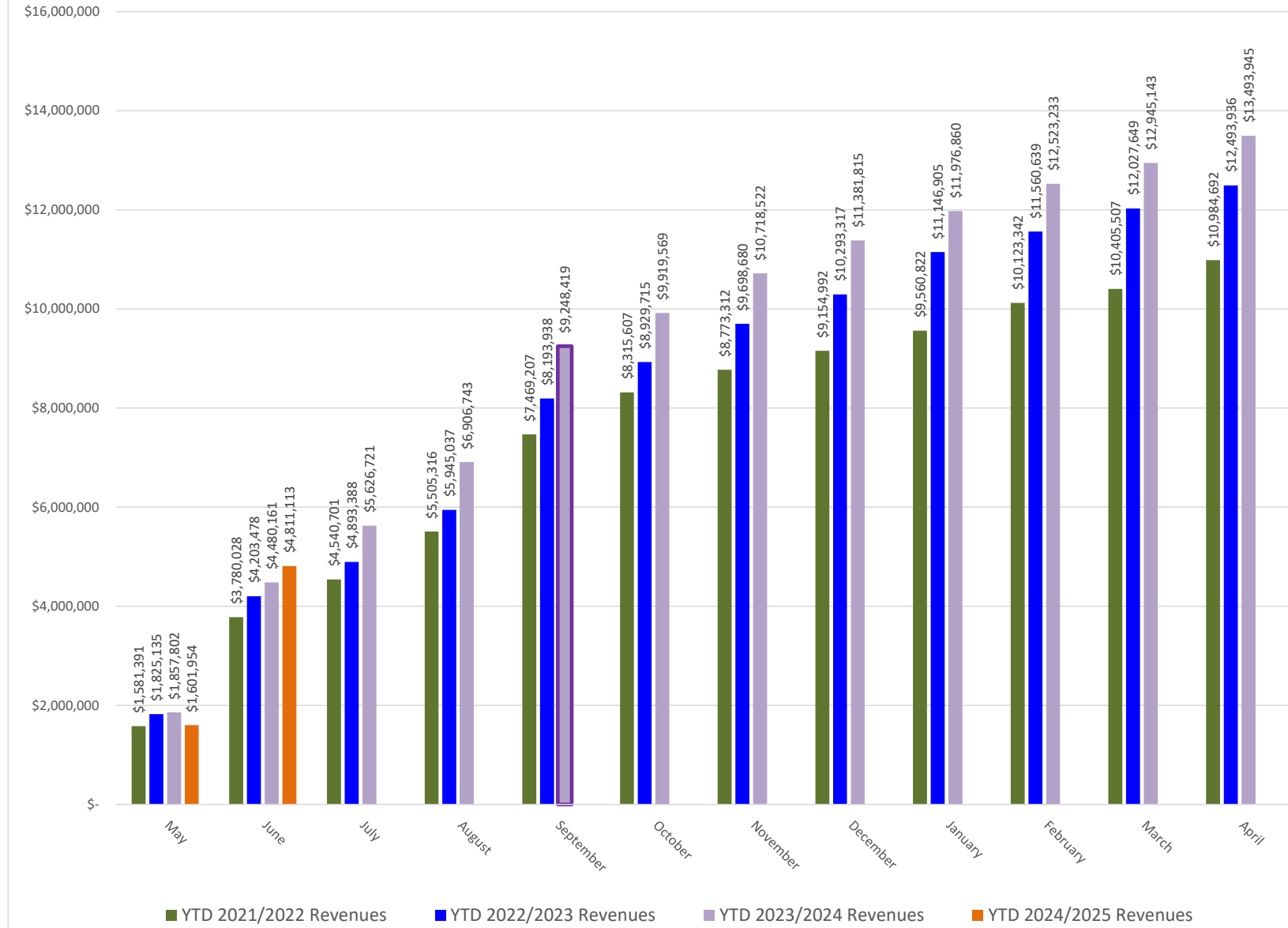
Oak Brook Park District
Schedule of Ending Monthly Unrestricted Net Position- Tennis Fund

	Actuals- Unaudited												Fiscal Y-T-D	
	May	June	July	August	September	October	November	December	January	February	March	April		
	2024	2024	2024	2024	2024	2024	2024	2024	2025	2025	2025	2025		
Beginning Investment in Capital Assets	\$ 1,905,817	\$ 1,911,683												
Beginning Unrestricted	1,491,886	1,510,578												
Monthly Net Surplus/(Deficit)	24,559	322,795												
Ending Investment in Capital Assets	\$ 1,911,683	\$ 1,919,169												
Ending Unrestricted	\$ 1,510,578	\$ 1,825,887												\$ 347,354



Minimum (3 months Exp.)	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597	\$ 546,597
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	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	N/A

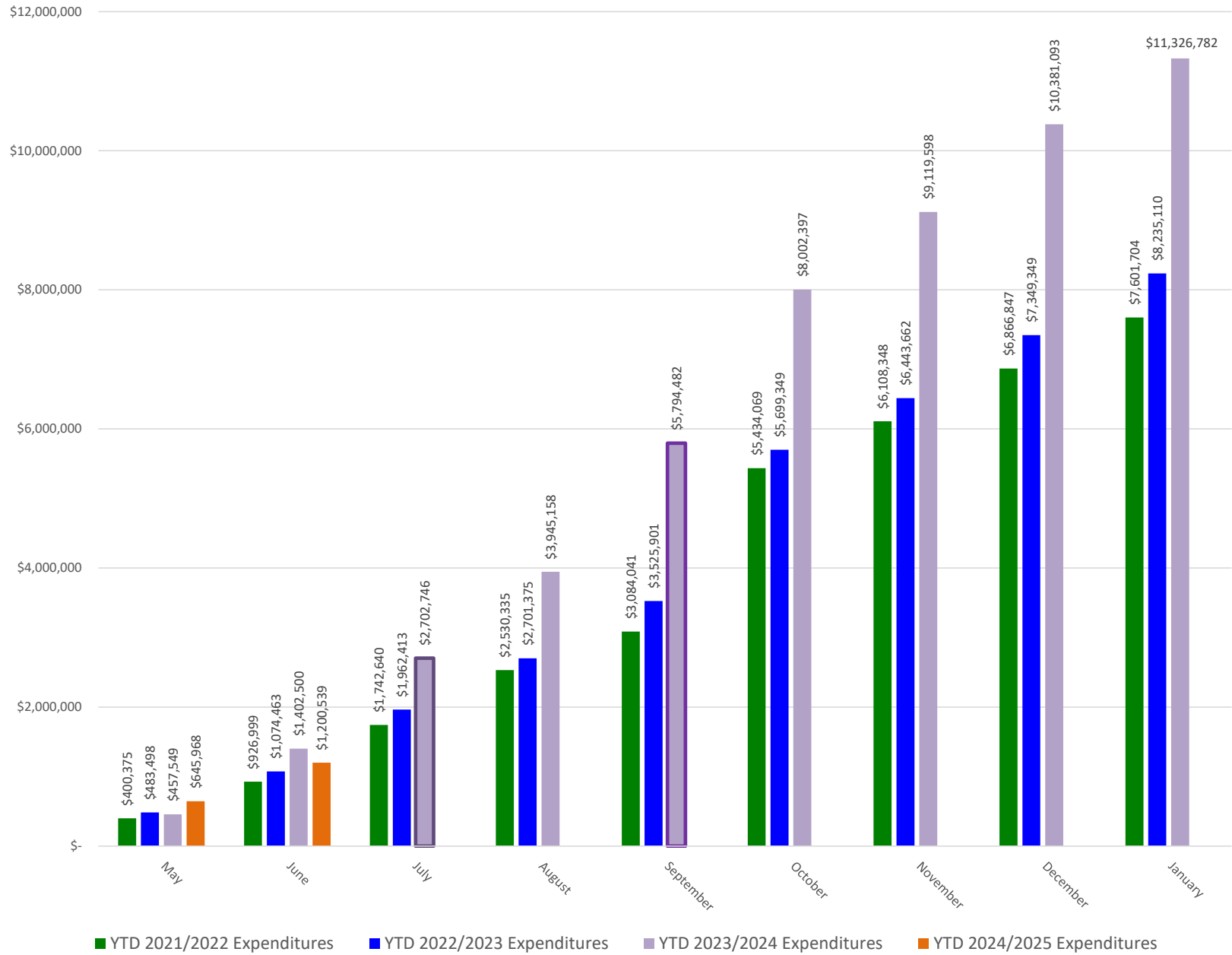
Oak Brook Park District- Consolidated Year-to-Date Revenues (excluding transfers in)



NOTES

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.

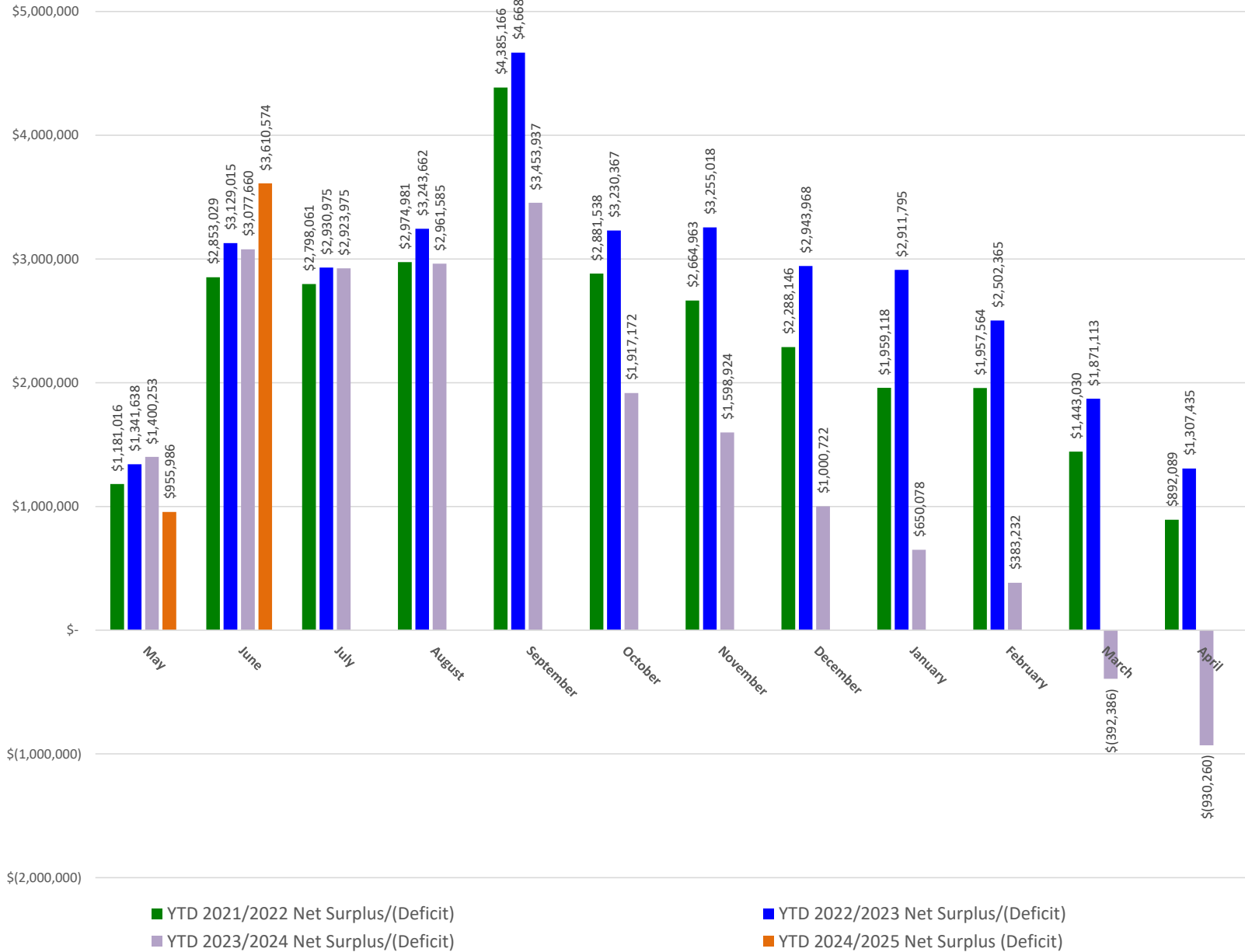
Oak Brook Park District- Consolidated Year-to-Date Expenditures/Expenses (excluding transfers out)



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
 June 2024

	FY 2024/2025 ANNUAL BUDGET	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (2 months)
GENERAL CORPORATE FUND			
Revenues & transfers in	\$ 3,657,770	\$ 897,305	\$ 1,204,625
Expenditures & transfers out	3,834,459	259,315	393,148
Net surplus/(deficit)	\$ (176,689)	\$ 637,990	\$ 811,477
RECREATION FUND			
Revenues & transfers in	\$ 5,082,017	\$ 798,491	\$ 1,645,323
Expenditures & transfers out	5,990,823	287,126	446,879
Net surplus/(deficit)	\$ (908,806)	\$ 511,365	\$ 1,198,444
IMRF FUND			
Revenues & transfers in	\$ 153,789	\$ 35,986	\$ 56,306
Expenditures & transfers out	180,000	13,543	27,854
Net surplus/(deficit)	\$ (26,211)	\$ 22,443	\$ 28,452
LIABILITY INSURANCE FUND			
Revenues & transfers in	\$ 148,557	\$ 55,819	\$ 74,056
Expenditures & transfers out	159,061	2,336	3,727
Net surplus/(deficit)	\$ (10,504)	\$ 53,483	\$ 70,329
AUDIT FUND			
Revenues & transfers in	\$ 10,181	\$ 5,093	\$ 6,487
Expenditures & transfers out	13,550	-	-
Net surplus/(deficit)	\$ (3,369)	\$ 5,093	\$ 6,487
DEBT SERVICE FUND			
Revenues & transfers in	\$ 1,943,812	\$ 696,927	\$ 885,305
Expenditures & transfers out	1,924,411	1,000	1,318
Net surplus/(deficit)	\$ 19,401	\$ 695,927	\$ 883,987
RECREATIONAL FACILITIES FUND (TENNIS CENTER)			
Revenues	\$ 2,254,000	\$ 449,571	\$ 563,973
Expenses	2,496,388	126,776	216,619
Net surplus/(deficit)	\$ (242,388)	\$ 322,795	\$ 347,354
SPECIAL RECREATION FUND			
Revenues & transfers in	\$ 434,837	\$ 167,045	\$ 212,808
Expenditures & transfers out	449,590	4,530	8,515
Net surplus/(deficit)	\$ (14,753)	\$ 162,514	\$ 204,292



OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENDITURE REPORT
June 2024

	FY 2024/2025 ANNUAL BUDGET	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (2 months)
CAPITAL PROJECTS FUND			
Revenues & transfers in	\$ 2,143,779	\$ 4,510	\$ 29,888
Expenditures & transfers out	2,549,779	3,740	52,607
Net surplus/(deficit)	\$ (406,000)	\$ 770	\$ (22,719)
SOCIAL SECURITY FUND			
Revenues & transfers in	\$ 272,846	\$ 98,280	\$ 132,343
Expenditures & transfers out	318,428	25,271	49,872
Net surplus/(deficit)	\$ (45,582)	\$ 73,009	\$ 82,471
CONSOLIDATED SUMMARY			
Revenues & transfers in	\$ 16,101,589	\$ 3,209,026	\$ 4,811,113
Expenditures/expenses & transfers out	17,916,489	723,638	1,200,539
Net surplus/(deficit)	\$ (1,814,900)	\$ 2,485,389	\$ 3,610,574

**OAK BROOK PARK DISTRICT
CONSOLIDATED REVENUES AND EXPENDITURES REPORT
Month: June 2024**

	CONSOLIDATED TOTALS
REVENUES & TRANSFERS IN	
Property Taxes	\$ 2,413,121
Replacement Taxes	-
Interest	36,761
Miscellaneous	1,701
Fitness Center Fees	67,162
Aquatic Center & Program Fees	102,082
Recreation Program Fees	472,828
Marketing	4,095
FRC Rental/Member Fees	69,705
Field Rentals- Central Park North	11,324
Field Rentals- Central Park	30,046
Satellite Parks & DNS	200
Information Technology	-
CPW Building Rentals & Other	-
Grant Proceeds	-
Overhead Revenues	-
Transfers In	-
TOTAL REVENUES & TRANSFERS IN:	\$ 3,209,026
EXPENDITURES/EXPENSES & TRANSFERS OUT	
Accounts Payable and Other	\$ 229,476
Payroll and Related Benefits	494,161
Overhead Expenditures	-
Transfers Out	-
TOTAL EXPENDITURES/EXPENSES & TRANSFERS OUT:	\$ 723,638
NET REVENUES/(EXPENDITURES/EXPENSES)	\$ 2,485,389

**Oak Brook Park District
Consolidated Balance Sheet
As of June 30, 2024**

	<u>ASSETS</u>	<u>Consolidated Totals</u>
Current Assets		
Cash and Investments	\$	11,139,232
Receivables - Net of Allowances		-
Property Taxes		5,410,785
Accounts		777,102
Due from Other Funds		-
Prepays		7,005
Inventories		31,917
Total Current Assets	<u>\$</u>	<u>17,366,040</u>
Noncurrent Assets		
Capital Assets		
Non-depreciable	\$	40,475
Depreciable		5,400,929
Accumulated Depreciation		<u>(3,830,424)</u>
Total Noncurrent Assets	<u>\$</u>	<u>1,610,980</u>
Total Assets	\$	18,977,020
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Deferred Items-IMRF	\$	210,773
Total Assets and Deferred Outflows of Resources	<u>\$</u>	<u>19,187,793</u>
<u>LIABILITIES</u>		
Current Liabilities		
Accounts Payable	\$	78,254
Accrued Payroll		38,252
Retainage Payable		70,532
Unearned Revenue		613,851
Due To Other Funds		-
Unclaimed Property		613
Total Current Liabilities	<u>\$</u>	<u>801,502</u>
Noncurrent Liabilities		
Compensated Absences Payable	\$	30,841
Net Pension Liability - IMRF		185,023
Total OPEB Liability - RBP		<u>167,291</u>
Total Noncurrent Liabilities	<u>\$</u>	<u>383,155</u>
Total Liabilities	\$	1,184,657
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Deferred Items - IMRF	\$	48,678
Property Taxes		5,410,785
Total Liabilities and Deferred Inflows of Resources	<u>\$</u>	<u>6,644,120</u>
<u>FUND/NET POSITION BALANCES</u>		
Non-spendable	\$	-
Restricted		1,588,414
Committed		4,997,342
Assigned		-
Unassigned		2,212,861
Net Investment in Capital Assets		1,919,169
Restricted		-
Unrestricted		<u>1,825,887</u>
Total Fund/Net Position Balances	<u>\$</u>	<u>12,543,673</u>
Total Liabilities, Deferred Inflows of Resources and Fund/ Net Position Balances	<u>\$</u>	<u>19,187,793</u>

OAK BROOK PARK DISTRICT
Treasurer's Report- As of June 30, 2024

Investment Type	Bank/Institution	Current Year Balance	Current Year Rate/APY	Prior Year Rate/APY	Description/Note	Concentration Percentage
<u>Money Market</u>						
	Evergreen Bank	\$ 3,295,039.31	5.100%	3.040%	Interest-bearing	37.98%
	Hinsdale Bank	832,038.58	5.590%	5.310%	Interest-bearing	9.59%
	Sub-Total:	<u>\$ 4,127,077.89</u>				<u>47.57%</u>
<u>Savings</u>						
	Evergreen Bank	\$ 208,738.17	4.500%	2.500%	Interest-bearing (Insured Cash Sweep)	2.41%
<u>Checking</u>						
	Fifth Third Bank	\$ 60,579.01	0.650%	0.650%	Interest-bearing	0.70%
<u>Investment Pool</u>						
	The Illinois Funds	\$ 4,278,710.42	5.433%	5.184%	Illinois Public Treasurers' Investment Pool	49.32%
	Grand Total Investments:	<u><u>\$ 8,675,105.49</u></u>				<u><u>100.00%</u></u>
<u>Benchmark</u>						
	Three-month U.S. Treasury Bill		5.371%	5.315%	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 6/28/24 and 6/30/2023 .	

Oak Brook Park District
Schedule of Capital Expenditures/Expenses
As of June 30, 2024

FUND & DESCRIPTION	VENDORS	Year-to-Date Expenditures
<u>Capital Projects Fund</u>		
Purchase of pick-up truck	Sutton Ford	\$ 47,754.00
Aquatic center tile deck replacement project	Ill Dept. of Public Health	975.00
Sub-total Balance:		\$ 48,729.00
<u>Recreation Fund</u>		
Aquatics Center sound system project	SK Electronics	\$ 1,239.00
Sub-total Balance:		\$ 1,239.00
<u>Tennis Fund</u>		
Tennis Center registration front desk project	Villa Park Office Equipment, Securitas Technology, Ubiquiti Store (p-card), CB2 (p-card)	\$ 13,352.60
Sub-total Balance:		\$ 13,352.60
<u>Special Recreation Fund</u>		
Sub-total Balance:		\$ -
TOTAL YEAR-TO-DATE CAPITAL EXPENDITURES:		\$ 63,320.60

Warrant

Invoice Register Report

WARRANT #686
 INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
 EXP CHECK RUN DATES 07/15/2024 - 07/15/2024
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
48359	A FREEDOM FLAG CO.	06/19/2024	07/15/2024	199.95	199.95	Open	N
48338	A&A PAVING CONTRACTORS, INC	06/20/2024	07/15/2024	13,497.41	13,497.41	Open	N
48300	ADOBE SYSTEMS INCORPORATED	05/22/2024	07/15/2024	103.46	103.46	Open	N
48324	ADOBE SYSTEMS INCORPORATED	06/18/2024	07/15/2024	88.68	88.68	Open	N
48319	ANDERSON LANDSCAPE SUPPLY	05/10/2024	07/15/2024	135.00	135.00	Open	N
48400	AQUA PURE ENTERPRISES, INC.	06/24/2024	07/15/2024	2,617.04	2,617.04	Open	N
48387	BARRY BRADFORD	06/07/2024	07/15/2024	350.00	350.00	Open	N
48304	BREAKAWAY BASKETBALL INC	06/08/2024	07/15/2024	35,733.06	35,733.06	Open	N
48422	CARDMEMBER SERVICE	06/26/2024	07/15/2024	359.95	359.95	Open	N
48423	CARDMEMBER SERVICE	06/26/2024	07/15/2024	2,071.16	2,071.16	Open	N
48424	CARDMEMBER SERVICE	06/26/2024	07/15/2024	129.98	129.98	Open	N
48425	CARDMEMBER SERVICE	06/26/2024	07/15/2024	334.99	334.99	Open	N
48426	CARDMEMBER SERVICE	06/26/2024	07/15/2024	218.83	218.83	Open	N
48427*	CARDMEMBER SERVICE	06/26/2024	07/15/2024	1,327.01	1,327.01	Open	N
48428	CARDMEMBER SERVICE	06/26/2024	07/15/2024	839.99	839.99	Open	N
48429	CARDMEMBER SERVICE	06/26/2024	07/15/2024	169.49	169.49	Open	N
48430	CARDMEMBER SERVICE	06/26/2024	07/15/2024	200.97	200.97	Open	N
48431*	CARDMEMBER SERVICE	06/26/2024	07/15/2024	738.47	738.47	Open	N
48432	CARDMEMBER SERVICE	06/26/2024	07/15/2024	40.52	40.52	Open	N
48433	CARDMEMBER SERVICE	06/26/2024	07/15/2024	1,798.05	1,798.05	Open	N
48434	CARDMEMBER SERVICE	06/26/2024	07/15/2024	313.39	313.39	Open	N
48435	CARDMEMBER SERVICE	06/26/2024	07/15/2024	107.48	107.48	Open	N
48436	CARDMEMBER SERVICE	06/26/2024	07/15/2024	421.75	421.75	Open	N
48437	CARDMEMBER SERVICE	06/26/2024	07/15/2024	424.10	424.10	Open	N
48461	CARDMEMBER SERVICE	06/27/2024	07/15/2024	2,616.69	2,616.69	Open	N
48462	CARDMEMBER SERVICE	06/27/2024	07/15/2024	1,871.44	1,871.44	Open	N
48463	CARDMEMBER SERVICE	06/27/2024	07/15/2024	220.28	220.28	Open	N
48464	CARDMEMBER SERVICE	06/27/2024	07/15/2024	67.90	67.90	Open	N
48465	CARDMEMBER SERVICE	06/27/2024	07/15/2024	1,941.33	1,941.33	Open	N
48466*	CARDMEMBER SERVICE	06/27/2024	07/15/2024	6,638.75	6,638.75	Open	N
48467*	CARDMEMBER SERVICE	06/27/2024	07/15/2024	4,738.02	4,738.02	Open	N
48469	CARDMEMBER SERVICE	06/26/2024	07/15/2024	1,570.93	1,570.93	Open	N
48333	CASE LOTS INC.	06/11/2024	07/15/2024	463.20	463.20	Open	N
48340	CHICAGO FILTER SUPPLY	06/05/2024	07/15/2024	344.52	344.52	Open	N
48331	CTUC	06/12/2024	07/15/2024	741.50	741.50	Open	N
48420	DELL INC./ DELL MARKETING L.P.	04/15/2024	07/15/2024	2,661.58	2,661.58	Open	N
48371	DIGGING RECORDS, INC.	06/17/2024	07/15/2024	1,800.00	1,800.00	Open	N
48374	DIRECT ENERGY BUSINESS, LLC	06/20/2024	07/15/2024	21,581.54	21,581.54	Open	N
48375	DIRECT ENERGY BUSINESS, LLC	06/20/2024	07/15/2024	537.10	537.10	Open	N
48376	DIRECT ENERGY BUSINESS, LLC	06/20/2024	07/15/2024	32.51	32.51	Open	N
48388	DOCU-SHRED	06/08/2024	07/15/2024	1,000.00	1,000.00	Open	N
48310	EBEL'S ACE HARDWARE #8313	06/05/2024	07/15/2024	73.36	73.36	Open	N
48348	EBEL'S ACE HARDWARE #8313	06/19/2024	07/15/2024	3.59	3.59	Open	N
48349	EBEL'S ACE HARDWARE #8313	06/18/2024	07/15/2024	5.39	5.39	Open	N
48350	EBEL'S ACE HARDWARE #8313	06/17/2024	07/15/2024	269.00	269.00	Open	N
48351	EBEL'S ACE HARDWARE #8313	06/17/2024	07/15/2024	5.33	5.33	Open	N
48355	EBEL'S ACE HARDWARE #8313	06/11/2024	07/15/2024	38.30	38.30	Open	N

WARRANT #686

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

EXP CHECK RUN DATES 07/15/2024 - 07/15/2024

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
48363	EDWARD OCCUPATIONAL HEALTH	05/31/2024	07/15/2024	62.00	62.00	Open	N
48364	EDWARD OCCUPATIONAL HEALTH	06/04/2024	07/15/2024	126.00	126.00	Open	N
48306	ELMHURST OCCUPATIONAL HEALTH	05/31/2024	07/15/2024	185.00	185.00	Open	N
48402	EWING IRRIGATION PRODUCTS INC	06/21/2024	07/15/2024	59.77	59.77	Open	N
48393	FERGUSON FACILITY #3400	06/10/2024	07/15/2024	187.61	187.61	Open	N
48394	FERGUSON FACILITY #3400	06/07/2024	07/15/2024	33.87	33.87	Open	N
48399	FERGUSON FACILITY #3400	06/21/2024	07/15/2024	231.88	231.88	Open	N
48406	FERGUSON FACILITY #3400	06/05/2024	07/15/2024	1,442.65	1,442.65	Open	N
48373	FIRST STUDENT	06/21/2024	07/15/2024	815.00	815.00	Open	N
48412	FIRST STUDENT	06/28/2024	07/15/2024	730.00	730.00	Open	N
48411	FITNESS EQUIPMENT SERVICES	06/25/2024	07/15/2024	2,000.00	2,000.00	Open	N
48438	FITZGERALD'S OCTAGON HOUSE INC	06/26/2024	07/15/2024	695.50	695.50	Open	N
48413	FLAGG CREEK WATER RECLAMATION	06/28/2024	07/15/2024	2,075.67	2,075.67	Open	N
48414	FLAGG CREEK WATER RECLAMATION	06/28/2024	07/15/2024	114.25	114.25	Open	N
48415	FLAGG CREEK WATER RECLAMATION	06/28/2024	07/15/2024	30.28	30.28	Open	N
48416	FLAGG CREEK WATER RECLAMATION	06/28/2024	07/15/2024	20.53	20.53	Open	N
48417	FLAGG CREEK WATER RECLAMATION	06/28/2024	07/15/2024	147.09	147.09	Open	N
48315	GFC LEASING	05/31/2024	07/15/2024	439.35	439.35	Open	N
48360	GORDON FLESCH COMPANY	06/20/2024	07/15/2024	711.09	711.09	Open	N
48344	GRAINGER	06/04/2024	07/15/2024	19.26	19.26	Open	N
48353	GRAINGER	06/12/2024	07/15/2024	97.44	97.44	Open	N
48302	HAGG PRESS	06/10/2024	07/15/2024	621.50	621.50	Open	N
48396	HAGG PRESS	06/27/2024	07/15/2024	135.00	135.00	Open	N
48398	HAGG PRESS	06/26/2024	07/15/2024	847.00	847.00	Open	N
48401	HALOGEN SUPPLY COMPANY, INC.	06/24/2024	07/15/2024	905.63	905.63	Open	N
48307	HINSDALE NURSERIES INC	06/04/2024	07/15/2024	199.20	199.20	Open	N
48308	HINSDALE NURSERIES INC	06/04/2024	07/15/2024	225.00	225.00	Open	N
48309	HINSDALE NURSERIES INC	06/06/2024	07/15/2024	862.80	862.80	Open	N
48352	HINSDALE NURSERIES INC	06/13/2024	07/15/2024	290.00	290.00	Open	N
48354	HINSDALE NURSERIES INC	06/11/2024	07/15/2024	515.50	515.50	Open	N
48443	HOME DEPOT CREDIT SERVICES	05/30/2024	07/15/2024	48.12	48.12	Open	N
48444	HOME DEPOT CREDIT SERVICES	06/01/2024	07/15/2024	99.00	99.00	Open	N
48445	HOME DEPOT CREDIT SERVICES	06/06/2024	07/15/2024	49.53	49.53	Open	N
48446	HOME DEPOT CREDIT SERVICES	06/06/2024	07/15/2024	64.97	64.97	Open	N
48447	HOME DEPOT CREDIT SERVICES	06/07/2024	07/15/2024	13.74	13.74	Open	N
48448	HOME DEPOT CREDIT SERVICES	06/11/2024	07/15/2024	63.71	63.71	Open	N
48449	HOME DEPOT CREDIT SERVICES	06/11/2024	07/15/2024	24.94	24.94	Open	N
48450	HOME DEPOT CREDIT SERVICES	06/13/2024	07/15/2024	109.67	109.67	Open	N
48451	HOME DEPOT CREDIT SERVICES	06/13/2024	07/15/2024	106.72	106.72	Open	N
48452	HOME DEPOT CREDIT SERVICES	06/17/2024	07/15/2024	107.76	107.76	Open	N
48453	HOME DEPOT CREDIT SERVICES	06/20/2024	07/15/2024	66.85	66.85	Open	N
48454	HOME DEPOT CREDIT SERVICES	06/24/2024	07/15/2024	80.79	80.79	Open	N
48455	HOME DEPOT CREDIT SERVICES	06/26/2024	07/15/2024	21.74	21.74	Open	N
48456	HOME DEPOT CREDIT SERVICES	06/26/2024	07/15/2024	71.30	71.30	Open	N
48457	HOME DEPOT CREDIT SERVICES	06/26/2024	07/15/2024	22.82	22.82	Open	N
48458	HOME DEPOT CREDIT SERVICES	06/27/2024	07/15/2024	228.97	228.97	Open	N
48459	HOME DEPOT CREDIT SERVICES	06/28/2024	07/15/2024	229.46	229.46	Open	N

WARRANT #686

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT

EXP CHECK RUN DATES 07/15/2024 - 07/15/2024

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
48460	HOME DEPOT CREDIT SERVICES	06/27/2024	07/15/2024	156.03	156.03	Open	N
48326	HTBS CREDIT	06/20/2024	07/15/2024	105.30	105.30	Open	N
48397	HTBS CREDIT	06/26/2024	07/15/2024	428.80	428.80	Open	N
48368	ILLINOIS STATE POLICE	05/31/2024	07/15/2024	180.00	180.00	Open	N
48298	INSIGHT DIRECT USA INC	05/15/2024	07/15/2024	1,591.87	1,591.87	Open	N
48440	J&J ENTERPRISE AUTO SALES	06/27/2024	07/15/2024	2,150.00	2,150.00	Open	N
48361	J. STEVENS BUSINESS SOLUTIONS, INC	06/18/2024	07/15/2024	225.00	225.00	Open	N
48303	JOHNSON CONTROLS SECURITY SOLUTION	06/08/2024	07/15/2024	228.98	228.98	Open	N
48312	JOHNSON CONTROLS SECURITY SOLUTION	05/13/2024	07/15/2024	(361.68)	(361.68)	Open	N
48342	JOHNSON CONTROLS SECURITY SOLUTION	06/08/2024	07/15/2024	228.98	228.98	Open	N
48330	JOHNSTONE SUPPLY- HEARTLAND GROUP	06/17/2024	07/15/2024	48.96	48.96	Open	N
48341	KLUBER ARCHITECTS & ENGINEERS	05/31/2024	07/15/2024	1,687.50	1,687.50	Open	N
48346	KLUBER ARCHITECTS & ENGINEERS	05/31/2024	07/15/2024	2,651.50	2,651.50	Open	N
48442	KNOWBE4 INC	05/28/2024	07/15/2024	1,239.30	1,239.30	Open	N
48337	LAUTERBACH & AMEN LLP	06/07/2024	07/15/2024	930.00	930.00	Open	N
48385	MARKET ACCESS CORP.	03/11/2024	07/15/2024	1,130.00	1,130.00	Open	N
48386	MARKET ACCESS CORP.	06/04/2024	07/15/2024	1,130.00	1,130.00	Open	N
48311	MASTERBLEND INTERNATIONAL LLC	06/06/2024	07/15/2024	1,175.00	1,175.00	Open	N
48295	MEG ELIZABETH OLANDER	05/23/2024	07/15/2024	35.59	35.59	Open	N
48365	MENARDS	06/10/2024	07/15/2024	149.90	149.90	Open	N
48366	MENARDS	06/13/2024	07/15/2024	209.86	209.86	Open	N
48367	MENARDS	06/14/2024	07/15/2024	149.90	149.90	Open	N
48384	MENARDS	06/13/2024	07/15/2024	14.99	14.99	Open	N
48325	NEUCO INC	06/20/2024	07/15/2024	3.42	3.42	Open	N
48327	NEUCO INC	06/19/2024	07/15/2024	426.08	426.08	Open	N
48347	NEUCO INC	06/20/2024	07/15/2024	158.82	158.82	Open	N
48290	NEXT GENERATION	05/29/2024	07/15/2024	200.25	200.25	Open	N
48291	NEXT GENERATION	05/24/2024	07/15/2024	187.75	187.75	Open	N
48292	NEXT GENERATION	05/24/2024	07/15/2024	120.50	120.50	Open	N
48293	NEXT GENERATION	05/24/2024	07/15/2024	85.25	85.25	Open	N
48294	NEXT GENERATION	05/23/2024	07/15/2024	46.25	46.25	Open	N
48320	NEXT GENERATION	06/11/2024	07/15/2024	385.00	385.00	Open	N
48321	NEXT GENERATION	06/11/2024	07/15/2024	125.00	125.00	Open	N
48404	NEXT GENERATION	05/31/2024	07/15/2024	1,051.00	1,051.00	Open	N
48316	NICOR GAS	06/03/2024	07/15/2024	1,057.39	1,057.39	Open	N
48345	NICOR GAS	06/03/2024	07/15/2024	232.21	232.21	Open	N
48317	NRG BUSINESS MARKETING LLC	06/05/2024	07/15/2024	86.38	86.38	Open	N
48318	NRG BUSINESS MARKETING LLC	06/05/2024	07/15/2024	3,421.55	3,421.55	Open	N
48334	O'REILLY AUTO PARTS	06/10/2024	07/15/2024	452.84	452.84	Open	N
48407	P.D.R.M.A.	06/30/2024	07/15/2024	79,081.20	79,081.20	Open	N
48328	PADDOCK PUBLICATIONS, INC.	06/19/2024	07/15/2024	158.70	158.70	Open	N
48403	PADDOCK PUBLICATIONS, INC.	06/23/2024	07/15/2024	164.70	164.70	Open	N
48408	PFEIFFER'S PEST CONTROL	06/27/2024	07/15/2024	350.00	350.00	Open	N
48383	PORTER PIPE & SUPPLY CO.	06/05/2024	07/15/2024	108.98	108.98	Open	N
48421	RED FEATHER GROUP	06/20/2024	07/15/2024	138,166.08	138,166.08	Open	N
48441	RICHMOND FISHERIES	05/18/2024	07/15/2024	1,100.00	1,100.00	Open	N
48468	SECURITAS TECHNOLOGY CORPORATION	06/01/2024	07/15/2024	1,360.26	1,360.26	Open	N

WARRANT #686
 INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
 EXP CHECK RUN DATES 07/15/2024 - 07/15/2024
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
48322	SERVICE SANITATION, INC.	06/17/2024	07/15/2024	294.00	294.00	Open	Y
48409	SERVICE SANITATION, INC.	06/21/2024	07/15/2024	143.17	143.17	Open	N
48410	SERVICE SANITATION, INC.	06/21/2024	07/15/2024	546.93	546.93	Open	N
48418	SERVICE SANITATION, INC.	05/21/2024	07/15/2024	1,247.00	1,247.00	Open	N
48288	SITEONE LANDSCAPE SUPPLY LLC	06/06/2024	07/15/2024	343.14	343.14	Open	N
48395	SITEONE LANDSCAPE SUPPLY LLC	06/27/2024	07/15/2024	208.58	208.58	Open	N
48299	SOCCER MADE IN AMERICA	06/01/2024	07/15/2024	223.50	223.50	Open	N
48323	SOCCER MADE IN AMERICA	06/18/2024	07/15/2024	470.00	470.00	Open	N
48405	SOCCER MADE IN AMERICA	06/01/2024	07/15/2024	1,133.70	1,133.70	Open	N
48370	SPIRIT ART, LLC	06/17/2024	07/15/2024	1,900.00	1,900.00	Open	N
48313	TAMELING INDUSTRIES INC.	05/30/2024	07/15/2024	134.00	134.00	Open	N
48314	TAMELING INDUSTRIES INC.	06/06/2024	07/15/2024	134.00	134.00	Open	N
48357	TAMELING INDUSTRIES INC.	06/20/2024	07/15/2024	129.00	129.00	Open	N
48358	TAMELING INDUSTRIES INC.	06/13/2024	07/15/2024	607.00	607.00	Open	N
48296	THE LIFE GUARD STORE	06/06/2024	07/15/2024	2,207.90	2,207.90	Open	N
48297	THE LIFE GUARD STORE	06/03/2024	07/15/2024	1,398.90	1,398.90	Open	N
48372	TODD DONNELLY	06/17/2024	07/15/2024	1,200.00	1,200.00	Open	N
48343	TRANE U.S. INC.	06/06/2024	07/15/2024	153.07	153.07	Open	N
48356	TRANE U.S. INC.	06/10/2024	07/15/2024	(147.98)	(147.98)	Open	N
48392	TRANE U.S. INC.	06/19/2024	07/15/2024	21,708.00	21,708.00	Open	N
48362	TRUGREEN	05/18/2024	07/15/2024	2,092.00	2,092.00	Open	N
48369	TRUGREEN	05/13/2024	07/15/2024	3,605.23	3,605.23	Open	N
48329	ULINE, INC.	06/17/2024	07/15/2024	176.69	176.69	Open	N
48287	ULTIMATE NINJAS ELMHURST	06/06/2024	07/15/2024	130.00	130.00	Open	N
48339	UMB BANK N.A.	05/02/2024	07/15/2024	65,250.00	65,250.00	Open	N
48301	V3 COMPANIES LTD	06/06/2024	07/15/2024	7,500.00	7,500.00	Open	N
48332	VC3, INC	06/12/2024	07/15/2024	999.00	999.00	Open	N
48305	VILLAGE OF OAK BROOK	05/30/2024	07/15/2024	481.95	481.95	Open	N
48335	VILLAGE OF OAK BROOK	06/13/2024	07/15/2024	1,340.70	1,340.70	Open	N
48336	VILLAGE OF OAK BROOK	06/07/2024	07/15/2024	192.78	192.78	Open	N
48286	WAREHOUSE DIRECT INC.	06/04/2024	07/15/2024	287.25	287.25	Open	N
48419	WESTWORX, LTD	06/19/2024	07/15/2024	7,310.00	7,310.00	Open	N

# of Invoices:	171	# Due:	171	Totals:	495,603.51	495,603.51
# of Credit Memos:	2	# Due:	2	Totals:	(509.66)	(509.66)
Net of Invoices and Credit Memos:					<u>495,093.85</u>	<u>495,093.85</u>

* 4 Net Invoices have Credits Totalling: (199.86)

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WARRANT #686
 INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
 EXP CHECK RUN DATES 07/15/2024 - 07/15/2024
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			53,142.03	53,142.03		
	02 - RECREATION FUND			157,600.97	157,600.97		
	04 - LIABILITY INSURANCE FUND			59,310.90	59,310.90		
	06 - DEBT SERVICE FUND			65,250.00	65,250.00		
	07 - RECREATIONAL FACILITIES FUND			43,758.13	43,758.13		
	09 - SPECIAL RECREATION FUND			74,083.04	74,083.04		
	12 - CAPITAL PROJECTS FUND			41,948.78	41,948.78		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			81,289.10	81,289.10		
	02 - FINANCE			1,470.95	1,470.95		
	04 - CENTRAL PARK NORTH			9,051.03	9,051.03		
	05 - CENTRAL PARK			11,862.85	11,862.85		
	06 - SADDLEBROOK PARK			5.33	5.33		
	07 - FOREST GLEN PARK			793.04	793.04		
	09 - DEAN PROPERTY			375.68	375.68		
	14 - INFORMATION TECHNOLOGY			15,735.44	15,735.44		
	15 - BUILDING/RECREATION CENTER			9,262.59	9,262.59		
	20 - CENTRAL PARK WEST			3,370.32	3,370.32		
	21 - FITNESS CENTER			6,415.04	6,415.04		
	25 - AQUATIC CENTER			15,038.06	15,038.06		
	26 - AQUATIC-RECREATION PROGRAMS			1,472.96	1,472.96		
	30 - CHILDRENS PROGRAMS			39,436.64	39,436.64		
	31 - PRESCHOOL PROGRAMS			119.27	119.27		
	32 - YOUTH PROGRAMS			3,333.28	3,333.28		
	50 - PIONEER PROGRAMS			1,684.11	1,684.11		
	60 - SPECIAL EVENTS & TRIPS			11,556.97	11,556.97		
	71 - BUILDING/RACQUET CLUB			28,455.64	28,455.64		
	75 - TENNIS PROGRAMS			1,846.13	1,846.13		
	80 - MARKETING			16,926.70	16,926.70		
	81 - CAPITAL OUTLAY			69,083.04	69,083.04		
	90 - LIABILITY INSURANCE FUND			59,310.90	59,310.90		
	94 - DEBT SERVICE FUND			65,250.00	65,250.00		
	95 - CAPITAL PROJECTS FUND			41,948.78	41,948.78		

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
48285	ART DOSE INC	06/19/2024	06/20/2024	2,425.00	0.00	Paid	Y
48377	VILLAGE OF OAK BROOK	06/07/2024	06/28/2024	357.76	0.00	Paid	Y
48378	VILLAGE OF OAK BROOK	06/07/2024	06/28/2024	24.49	0.00	Paid	Y
48379	VILLAGE OF OAK BROOK	06/07/2024	06/28/2024	67.96	0.00	Paid	Y
48380	VILLAGE OF OAK BROOK	06/07/2024	06/28/2024	6,414.58	0.00	Paid	Y
48381	VILLAGE OF OAK BROOK	06/07/2024	06/28/2024	459.19	0.00	Paid	Y
48382	VILLAGE OF OAK BROOK	06/07/2024	06/28/2024	24.49	0.00	Paid	Y
48389	FP MAILING SOLUTIONS	06/26/2024	06/28/2024	200.00	0.00	Paid	Y
48390	IL DEPT OF REVENUE	06/20/2024	06/28/2024	401.00	0.00	Paid	Y
48391	ACCRUE SOLUTIONS LLC	06/03/2024	06/28/2024	76.95	0.00	Paid	Y

# of Invoices:	10	# Due:	0	Totals:	10,451.42	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					10,451.42	0.00

--- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	3,569.06	0.00
02 - RECREATION FUND	6,397.26	0.00
07 - RECREATIONAL FACILITIES FUND	485.10	0.00

--- TOTALS BY DEPT/ACTIVITY ---

00 - NON-DEPARTMENTAL	281.76	0.00
01 - ADMINISTRATION CORPORATE	1,362.25	0.00
02 - FINANCE	28.10	0.00
04 - CENTRAL PARK NORTH	1,484.19	0.00
05 - CENTRAL PARK	96.50	0.00
14 - INFORMATION TECHNOLOGY	8.10	0.00
15 - BUILDING/RECREATION CENTER	1,641.87	0.00
20 - CENTRAL PARK WEST	24.49	0.00
21 - FITNESS CENTER	1,335.92	0.00
25 - AQUATIC CENTER	2,307.19	0.00
50 - PIONEER PROGRAMS	4.05	0.00
71 - BUILDING/RACQUET CLUB	357.76	0.00
75 - TENNIS PROGRAMS	119.24	0.00
80 - MARKETING	1,400.00	0.00

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WARRANT #686
INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
EXP CHECK RUN DATES 06/14/2024 - 06/14/2024
JOURNALIZED
PAID

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
48284	HYDROAPPS LLC	03/04/2024	06/14/2024	936.70	0.00	Paid	Y
# of Invoices:	1	# Due:	0	Totals:	936.70	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				936.70	0.00		
--- TOTALS BY FUND ---							
	02 - RECREATION FUND			936.70	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	25 - AQUATIC CENTER			936.70	0.00		

Staff Recognition

(None)

Communications and Proclamations

Board of Commissioners to Share Communications

Reports

Administration and Enterprise Operations Report

Finance and Human Resources Report

Recreation and Communications Report

Parks and Facilities Report



Memo

To: Oak Brook Park District Board of Commissioners
From: Laure Kosey, Executive Director
Date: July 9, 2024
Re: July Board Report: Administration & Enterprise Operations

Upcoming Dates at the Oak Brook Park District:

Thursday, July 18	Summer Concert: The Nevery Brothers - 6:30pm	Oaks Amphitheater
Thursday, July 25	Walk in the Park Wine Tour/The Four C Notes	Central Park
Thursday, August 1	Summer Concert: Anchors Away - 6:30pm	Oaks Amphitheater
Tuesday, August 6	National Night Out	CPW
Thursday, August 8	Summer Concert: Mr. Myers - 6:30pm	Oaks Amphitheater

July Board Meeting Discussion Points:

Tennis Center Report

- Seasonal court time renewal letters were sent out.
- Bid results for the Tennis Center Exterior Windows project were over budget, staff recommends rejecting the bids, reevaluate the technical specs and re-bid the project in January.

Personnel Policy Manual

Staff is updating policies for the Personnel Policy Manual. The manual was last approved by the board on February 21, 2022. Many policies have been already approved by the Board of Commissioners; however, it is time for the entire manual to be updated. Chapters 1-3 will be sent to the commissioners electronically as there are many updates.

GFOA Budget Award Application

Staff must identify and recommend budget policies to be approved by the Board of Commissioners before we complete the application process. Three more budget policies are up for approval.



Memo

To: Board of Commissioners and Executive Director, Laure Kosey
From: Marco Salinas, Chief Financial Officer
Date: July 10, 2024
Re: June 2024 Financials

General Fund

We have now completed two months of our current fiscal year (2024/2025). Year-to-date (YTD) revenues, expenditures, and transfers-out for this fund equals \$1,204,625, \$393,148 and \$0, respectively. This is resulting in a YTD net surplus of \$811,477; which is a \$58,396 (7.8%) increase from the \$753,081 YTD net surplus experienced in the prior fiscal year. Following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable at 32.9% when compared to the annual budget, and have increased \$29,229 (2.5%) when compared to the prior year. We have now begun receiving payments of the 2023 property tax levy. YTD receipts of the Personal Property Replacement Taxes (PPRT) are currently below expectations, and CPW revenues are zero due to the construction activity that has been taking place. In our Building-Recreation Center department, revenues have increased over prior year primarily due to increased daily use fees.
- **Expenditures-** Total current YTD expenditures are favorable to budgeted expectations at 11.8% of the annual budget, and have decreased \$29,168 (6.9%) when compared to the prior year. All departments are currently favorable or in-line with current year budgeted expectations (no department is currently unfavorable). In the Administration department, the decreased expenditures are primarily due to decreased personnel wages and health insurance costs due to a recent retirement. In the Central Park department, the decreased expenditures are being driven by the partial re-allocation of personnel wages, to our Recreation fund.

Recreation Fund

YTD revenues, transfers-in, expenditures, and transfers-out for this fund equal \$1,645,323, \$0, \$446,879, and \$0, respectively. This is resulting in a YTD net surplus of \$1,198,444; which is an \$83,650 (7.5%) increase from the \$1,114,794 YTD net surplus experienced in the prior fiscal year. Following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable at 33.4% when compared to the annual budget, and have increased \$54,279 (3.4%) when compared to the prior year. Similar to our General fund, this fund is reflecting the collection of the 2023 property tax levy and is also experiencing a decrease in the PPRT collections. In our Preschool Programs department, full-day preschool revenues have decreased approximately 60% when compared to the prior year due to the fact that in the prior year we conducted two sessions, whereas in the current year we have only one session due to decreased registrations.
- **Expenditures-** Total current YTD expenditures are favorable to budgeted expectations at 7.7% of the annual budget, and have decreased \$29,371 (6.2%) when compared to the prior year. All departments are currently favorable or in-line with current year budgeted expectations (no department is currently unfavorable).

Driving the decrease in YTD expenditures is the decrease in capital improvement costs in the current year, when compared to the prior year.

Recreational Facilities Fund (Tennis Center)

YTD revenues and expenses in this fund are currently at \$563,973 and \$216,619, respectively. This is resulting in a YTD net surplus of \$347,354; which is a \$104,736 (43.2%) increase over prior year's surplus of \$242,618. Following is additional commentary:

- **Revenues-** Total current YTD revenues are favorable at 25% when compared to the annual budget, and have increased \$103,812 (22.6%) when compared to the prior year. In the Administration department, increased investment earnings are driving the increased revenues, and in our Programs department, group lesson revenues (High performance, camps, junior development) have increased approximately 21% when compared to the prior year.
 - **Expenses-** Total current YTD expenses are favorable to budgeted expectations at 8.7% of the annual budget, and have decreased \$925 (.4%) when compared to the prior year. The biggest changes so far are decreased spending on capital improvements (\$9,468); partially offset by increased health insurance costs due to an additional employee that has elected health insurance coverage.
-

FINANCE & HUMAN RESOURCES:

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

- Working with other members of the leadership team to conduct a comprehensive review of our personnel policy manual.
- Worked with our auditors during preliminary fieldwork to facilitate their testing of our internal controls.
- Working with other members of the leadership team to continue to develop a comprehensive budget document to submit for future evaluation by the GFOA.



Memo

To: Oak Brook Park District Board of Commissioners
From: Robert Pechous, Director of Recreation and Communications
Date: July 9, 2024
Re: June 2024: Recreation and Communications Report

Objectives and Key Results

- May 2023 – April 2024
 - The Membership Revenue goal for the Family Recreation Center was surpassed by \$91,960.
 - The Membership Revenue goal for the Tennis Center was surpassed by \$36,148.
 - The Membership Revenue goal for the Corporate Members was surpassed by \$24,647.
 - The Program Revenue goal was surpassed by \$528,488.
 - The Program Revenue goal for Tennis Center Programs was surpassed by \$122,736.
- The total payout to part-time staff on 6/21/2024 was \$13,600, with full-time staff receiving personal hours.

Recreation:

- Athletics
 - Breakaway Basketball offered their Mother/Child and Father/Child basketball clinics with 148 pairings, which raised \$4,000 for the Oak Brook Park District Foundation.
 - Summer Get Better League started with 266 kids participating. We are up several participants from last year.
 - Energize Sports ran a Shooting Stars Basketball Camp with 17 kids and a Flag Football camp with 14 kids enrolled.
 - We offered our first-ever indoor summer pickleball league and have 42 pickleball players enrolled. They will meet early on Wednesdays to avoid busy daytime programming.
 - Coach Steve's Camps:
 - Basketball Hoops Camp had 25 participants for 2 classes.
 - Flag Football Camp had 37 kids enrolled in 2 classes.
 - Multi-Sport Blast Camp had 23 kids participating in 2 classes.
 - NFL Alumni Football hosted their annual summer camp at our Central Park North Athletic Fields.
 - Fencing started with 15 participants enrolled.
 - Lakeshore Lacrosse ran their first week of summer camps on soccer fields 10, 11, and 12 this week.
 - Our Walking Soccer club had a record high of 20 players.
 - Soccer Made in America began their summer camp with 12 kids enrolled.
- Youth
 - Camp is in full swing, with Pee Wee Camp celebrating Dinosaur Week with 68 campers and Playground Camp celebrating Space Odyssey with 62 campers!

- Pioneers
 - 8 Pioneers enjoyed a Fish Boil at Fitzgerald's in Genoa, City, WI.
 - Monica and 10 Pioneers enjoyed Alaska. Our Pioneers were lucky enough to see Mt. Denali. They say only 1/3 of people see this when they visit Alaska. We also had a travel club meeting for our April 2025 trip to the Amalfi Coast in Italy.
 - Summer activities for Pioneers kicked in this week. Monday Pinstripes continues to grow, with 40 people registered for the summer session.
 - 21 Pioneers came to hear Barry Bradford present on Broadway Blockbusters.
 - Mah Jongg started with 80 people registered this summer.
- Specialty programming
 - Staff met with a representative from DuPage County Health Department at the Concession Stand to discuss further permitting to expand operations.
 - A grant was submitted to the DuPage Foundation to bring Starr Chief Eagle, a member of the Lakota Sioux, here to do culture programming.
- Special Events
 - There were 38 participants signed up for Barks and Brews on Thursday, June 20. Unfortunately, Mother Nature had a change of plans. We have rescheduled the event to Thursday, August 22.

Information Technology & Marketing:

- The network equipment and wiring were reinstalled at the Tennis Center after remodeling the front desk and office area.
- Several videos were created promoting National Night Out, Concerts, Breaks and Brew, and Winter Lights.
- Sponsorship mailers were mailed out to local businesses for Winter Lights at Central Park.
- Foundation revenue was up this past month due to the Breakaway Fundraiser and several purchases of memorial benches.

Corporate and Community Relations:

Sponsorships	\$	20,800.00
Advertising	\$	4,480.00
Vendors	\$	725.00
In-Kind Donations	\$	1,862.00
Oak Brook Park District Foundation	\$	14,063.00
Total for June:	\$	41,930.00

Social Media and Website Engagement:

Facebook Analytics

Total Followers: 5,242 (up 52)

Posts: 22

Post Reach (organic and paid): 19,240

Post Engagement: 4,704

Instagram Analytics

Total Followers: 2239 (up 57)

Posts: 12

Top Post Reach: 1205

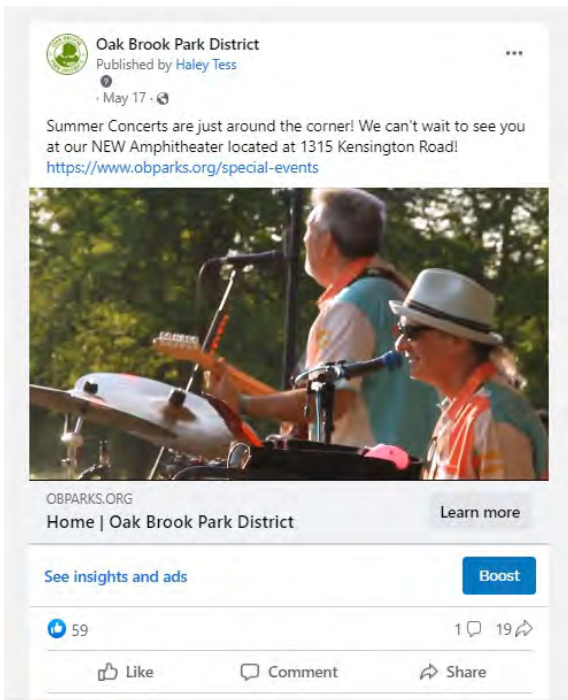
Accounts Engaged: 51

Twitter Analytics

Total Followers: 1,130 (up 1)


Posts: 5

Top Post Impressions: 127



Oak Brook Park District
Published by Haley Tess
May 17 · 🌐

Summer Concerts are just around the corner! We can't wait to see you at our NEW Amphitheater located at 1315 Kensington Road!
<https://www.obparks.org/special-events>

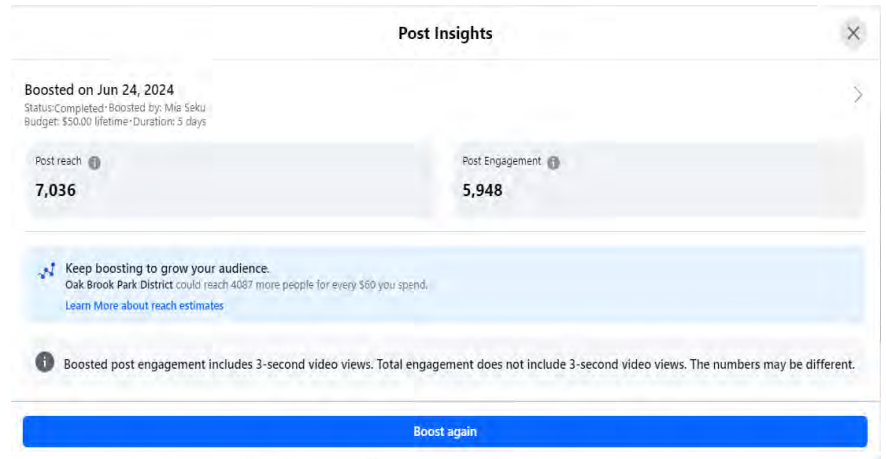


OBPARKS.ORG
Home | Oak Brook Park District Learn more

See insights and ads Boost

👍 59 1 💬 19 ➦

👍 Like 💬 Comment ➦ Share



Post Insights

Boosted on Jun 24, 2024
Status: Completed · Boosted by: Mia Seku
Budget: \$50.00 Lifetime · Duration: 5 days

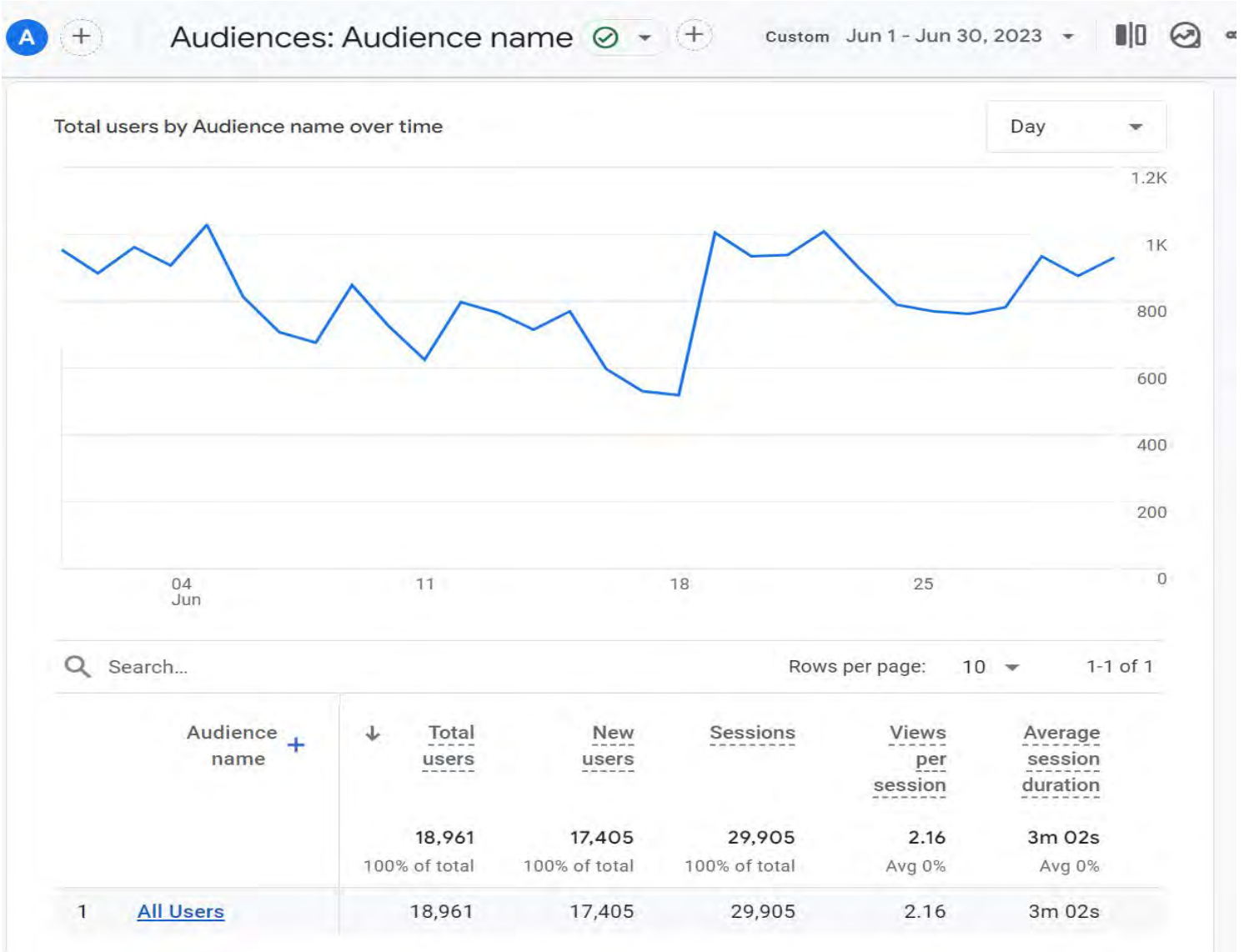
Post reach ⓘ	Post Engagement ⓘ
7,036	5,948

📈 Keep boosting to grow your audience.
Oak Brook Park District could reach 4087 more people for every \$60 you spend.
[Learn More about reach estimates](#)

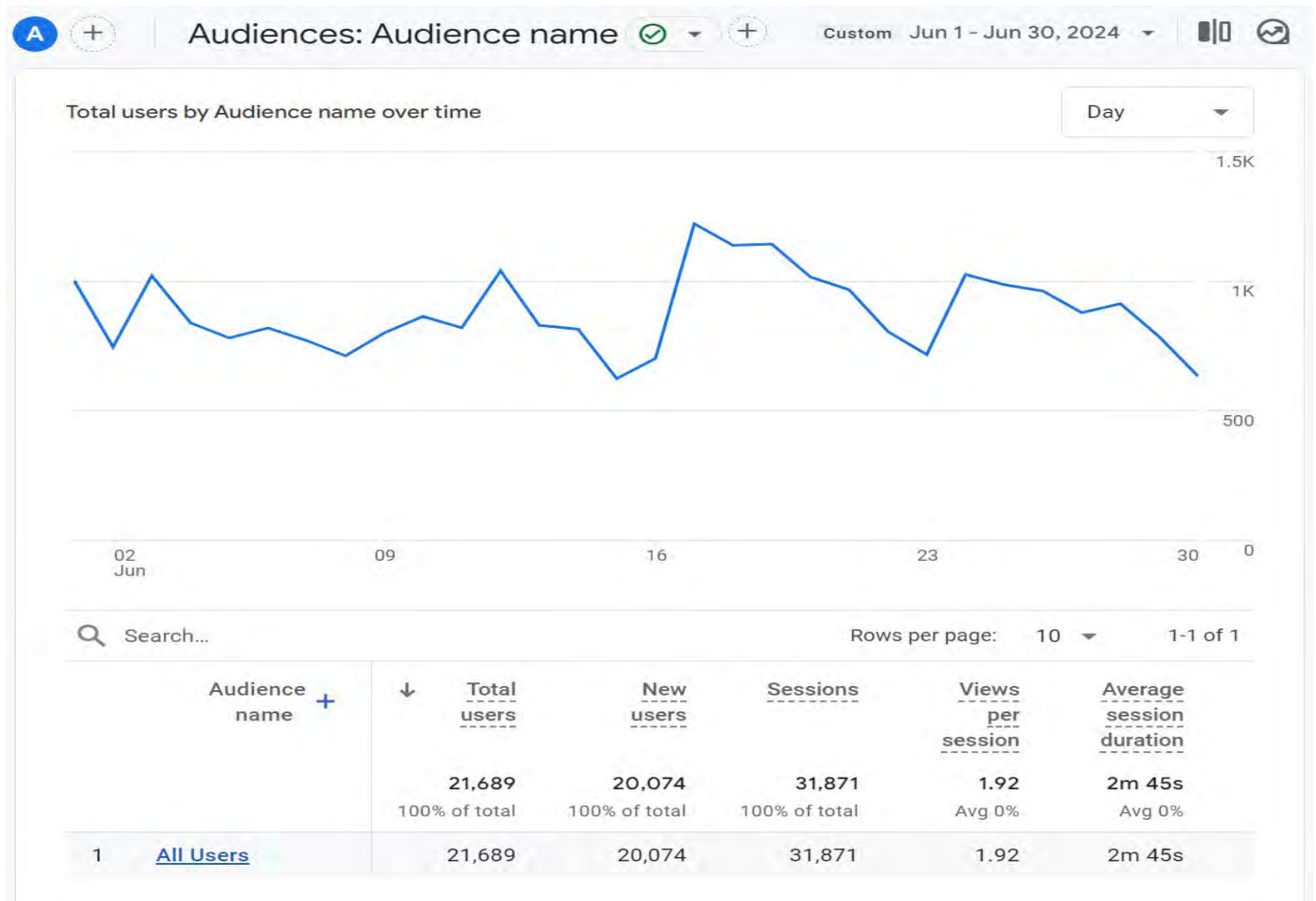
📘 Boosted post engagement includes 3-second video views. Total engagement does not include 3-second video views. The numbers may be different.

Boost again

June 2023 Website Traffic



June 2024 Website Traffic



June 2024 Top Pages

1. /Splash Island
2. /Obparks.org
3. /Family Aquatic Center
4. /Family Recreation Center
5. /Special Events
6. /special-events/summer-concert-series-live-stream
7. /Membership Opportunities
8. /Program-guides
9. /programs/aquatics
10. /programs/aquatics/swim-lessons

obparks.org Acquisition Value

Referral Percentage Values	June 2024	June 2023
Direct:	22.70%	38.5%
Organic Search:	68.79%	55.5%
Social:	4.66%	2.5%
Referrals:	2.29%	3.4%



Oak Brook Park District Facility Statistics and Data

Facility Rentals

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	377	540	442	385	352	4,441
Gym Revenue	\$15,360	\$11,720	\$14,625	\$24,818	\$13,696	\$20,666	\$21,900	\$19,612	\$24,606	\$23,426	\$18,974	\$18,522	\$227,924
Room Rentals	12	14	11	15	22	20	24	15	16	17	17	20	203
Room Revenue	\$340	\$360	\$440	\$760	\$560	\$760	\$1,675	\$200	\$400	\$350	\$830	\$680	\$7,355
CPW Rentals	4	7	11	9	6	6	2	1	2	8	9	9	74
CPW Revenue	\$1,555	\$4,869	\$9,586	\$6,437	\$4,656	\$4,089	\$1,020	\$330	\$1,840	\$5,345	\$5,535	\$5,690	\$50,951

24/25 FY	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	Total
Gym Rentals Hours	242	272											514
Gym Revenue	\$13,287	\$14,079											\$27,366
Room Rentals	21	18											39
Room Revenue	\$900	\$520											\$1,420
CPW Rentals	NA	NA	NA	NA									0
CPW Revenue	NA	NA	NA	NA									\$0

Totals	20-21	21-22	22-23	23-24
Gym Rentals Hours	4,195	4,874	4,379	4,441
Gym Revenue	\$207,521	\$261,155	\$228,514	\$227,924
Room Rentals	0	10	79	203
Room Revenue	\$0	\$700	\$7,355	\$7,335
CPW Rentals	20	73	88	74
CPW Revenue	\$12,938	\$48,226	\$54,458	\$50,951

OBJECTIVES AND KEY RESULTS

May 1, 2024 - April 30, 2025

MONTHLY UPDATE July 1, 2024

Accomplish 4 of 4 OKR's: May 1, 2024 – April 30, 2025

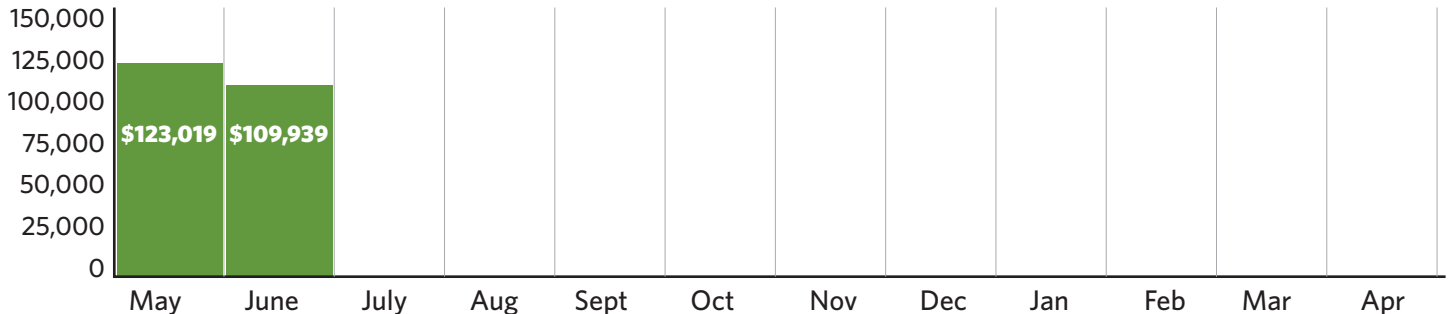
“Accomplish” means 3 of 4 subgoals under each main objective, are completed.

1. MEMBERSHIP & FACILITIES

COMPLETE?

- A FRC to increase membership revenue by 4% compared to April 30 of previous year to date.
- B Obtain 100 new Tennis Center Members to take programming.
- C Create 5 new opportunities to promote resident membership.
 1. Oak Brook First on the 1st
 2. _____
 3. _____
 4. _____
 5. _____
- D Healthcare Memberships, RenewActive, and Silver Sneakers, yearly goal of \$100,000 in membership revenue.

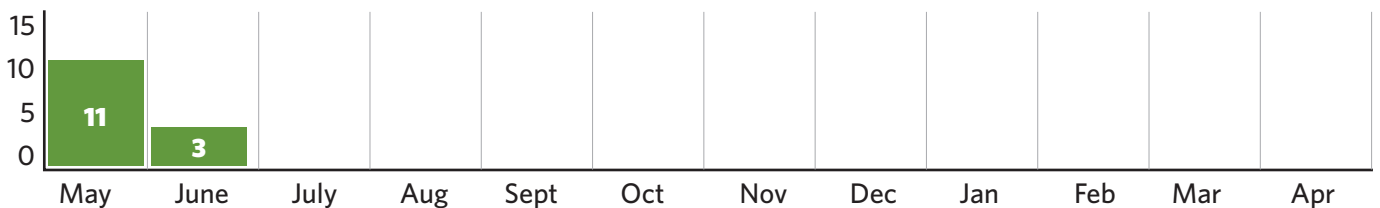
Objective 1, Figure A: FRC Membership Revenue



Current: \$232,958

Goal: \$1,176,502

Objective 1, Figure B: TC New Members



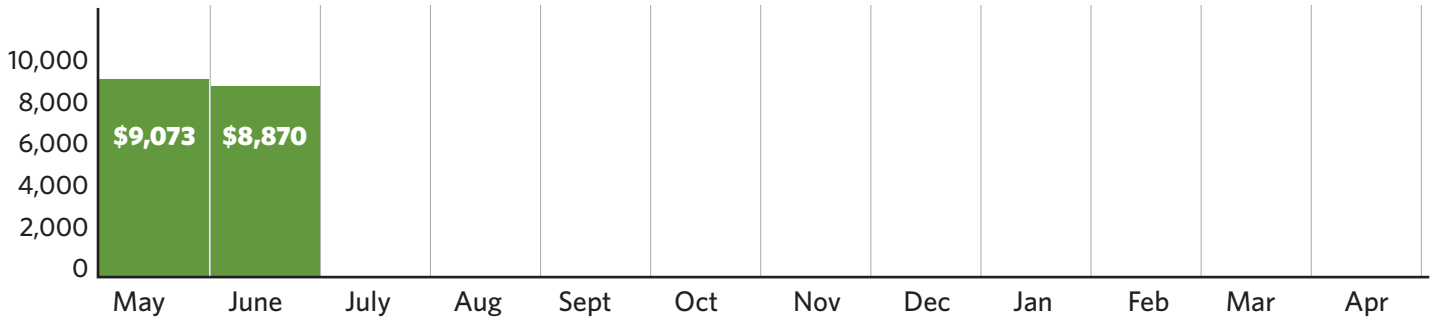
Current: 14

Goal: 100



OBJECTIVES AND KEY RESULTS

Objective 1, Figure D: Healthcare Membership Revenue



Current: \$17,943

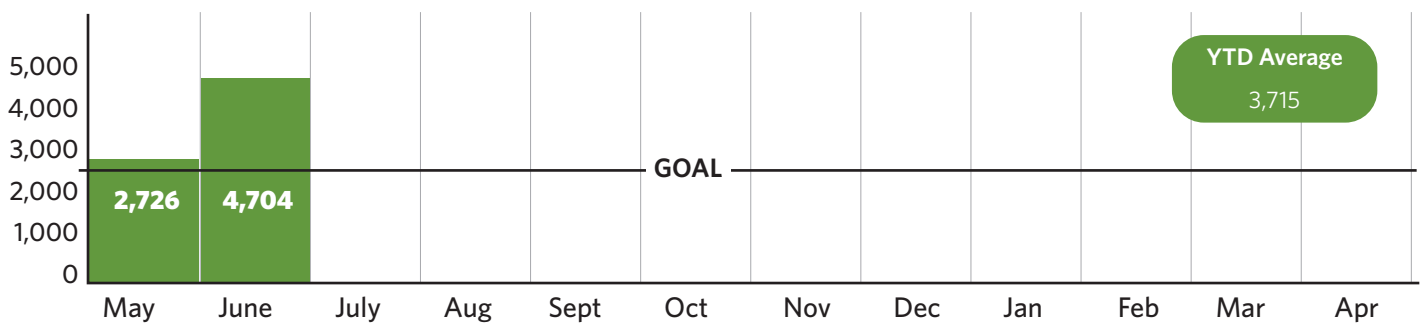
Goal: \$100,000

2. MARKETING & COMMUNICATIONS

COMPLETE?

- A Increase average engagement on Facebook to 2,500 from 1,865 per month.
- B Increase average reach on Facebook to 32,000 from 25,423 per month.
- C Measure open rates on a monthly basis of FT/PT employee communication.
FT = 87% PT = 65%.
- D Six in-house projects identifying cost savings.
 1. Gold Medal 2024 Finalist Video done In-House
 2. OBPD Mural from a Volunteer
 3. _____
 4. _____
 5. _____
 6. _____

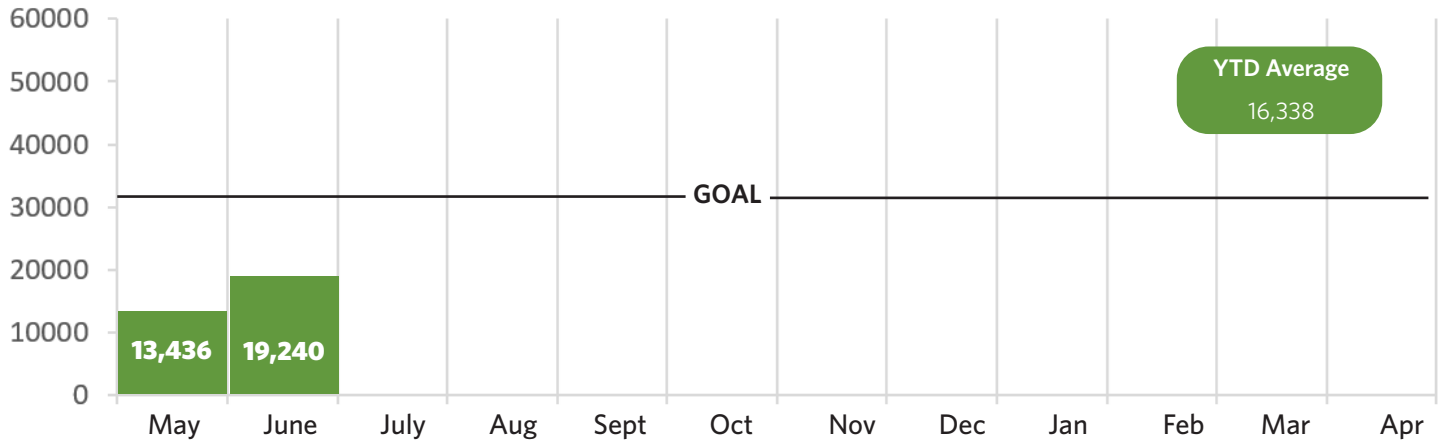
Objective 2, Figure A: Facebook Engagement



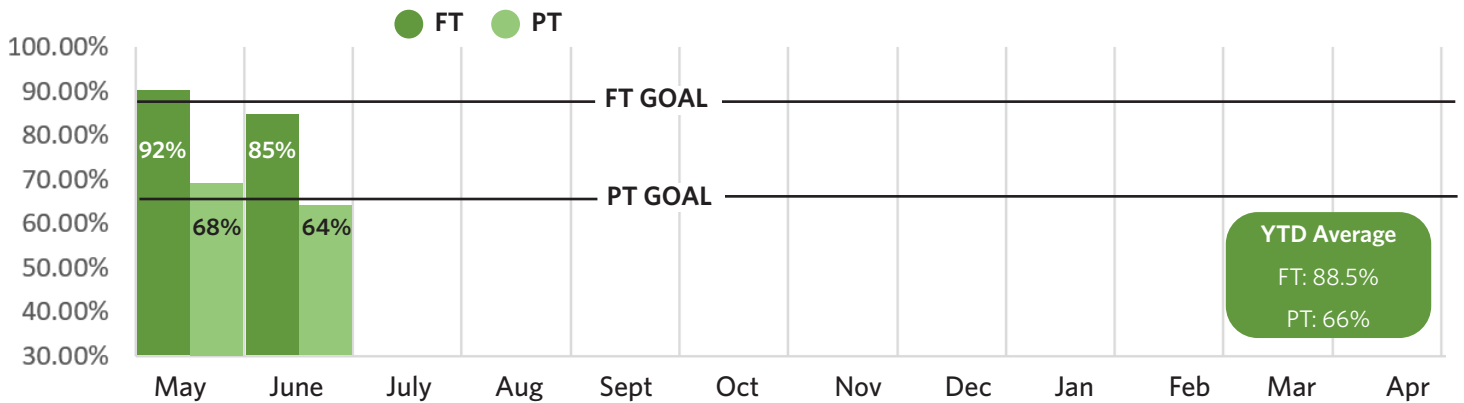


OBJECTIVES AND KEY RESULTS

Objective 2, Figure B: Facebook Reach



Objective 2, Figure C: Open Rate





OBJECTIVES AND KEY RESULTS

3. RECREATION & PROGRAMMING

COMPLETE?

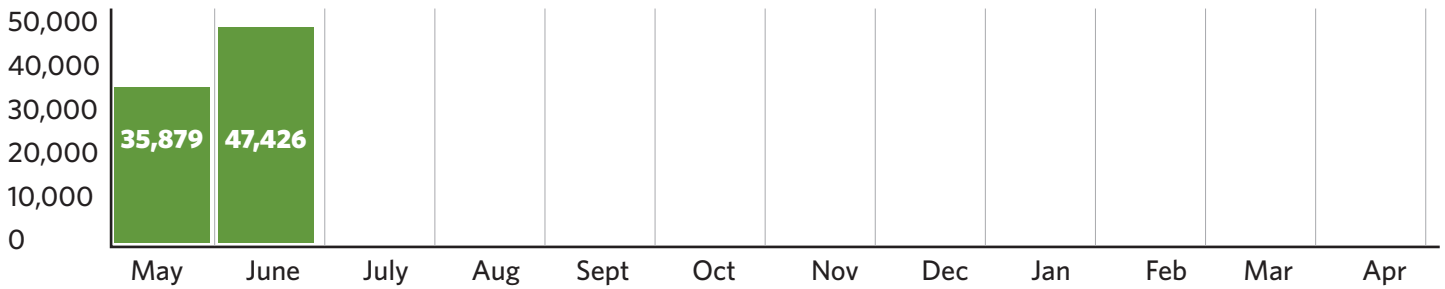
- A Add a minimum of 5 new programs/events with at least three departments.
 1. _____
 2. _____
 3. _____
 4. _____
 5. _____
- B Reaching a minimum net revenue total gain of \$50,000 from new programs.
- C Provide an event at no cost to the in-district participants. _____
- D Increase the number of overall patron visits to the Family Recreation Center by 2%.

Objective 3, Figure B: Park District Program Net Revenue

Current: 0



Objective 3, Figure D: FRC Patron Visits



Current: 83,305





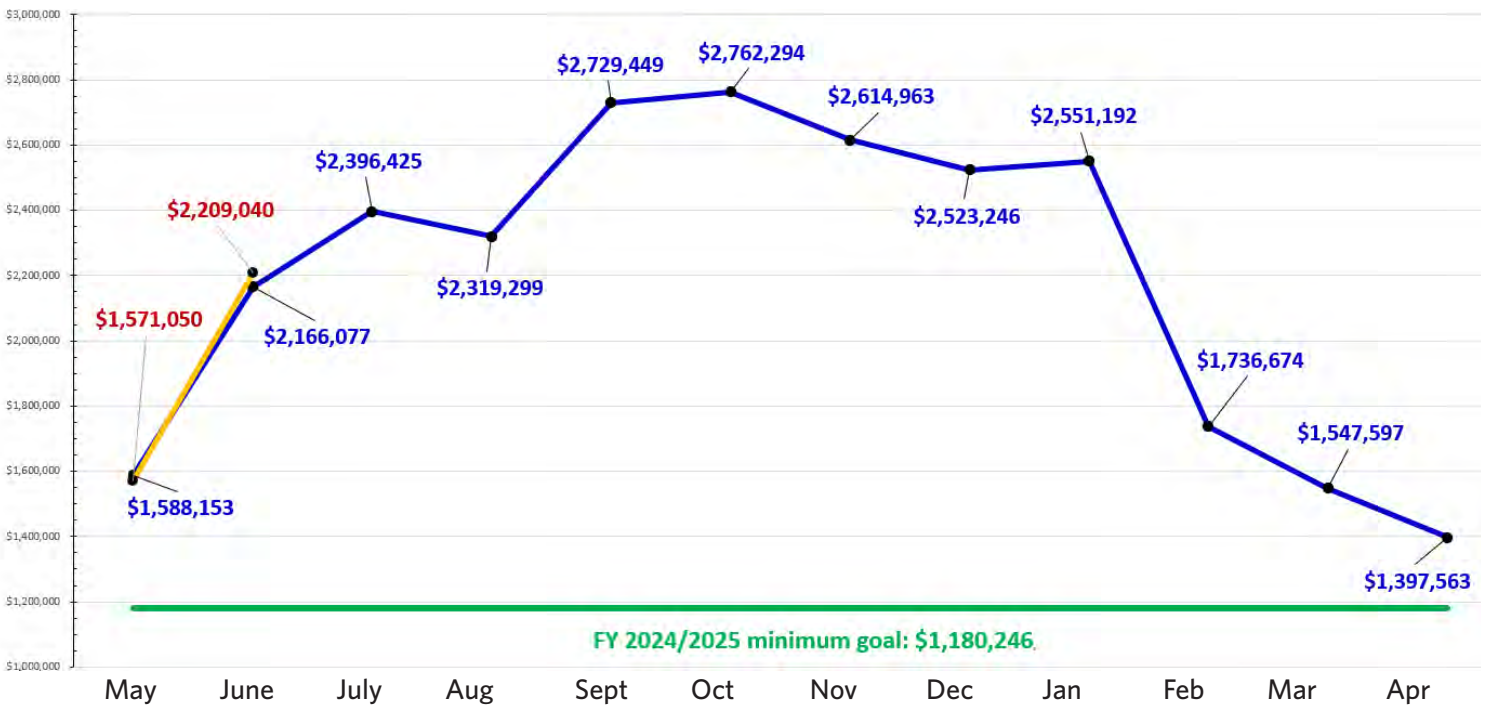
OBJECTIVES AND KEY RESULTS

4. FINANCE

COMPLETE?

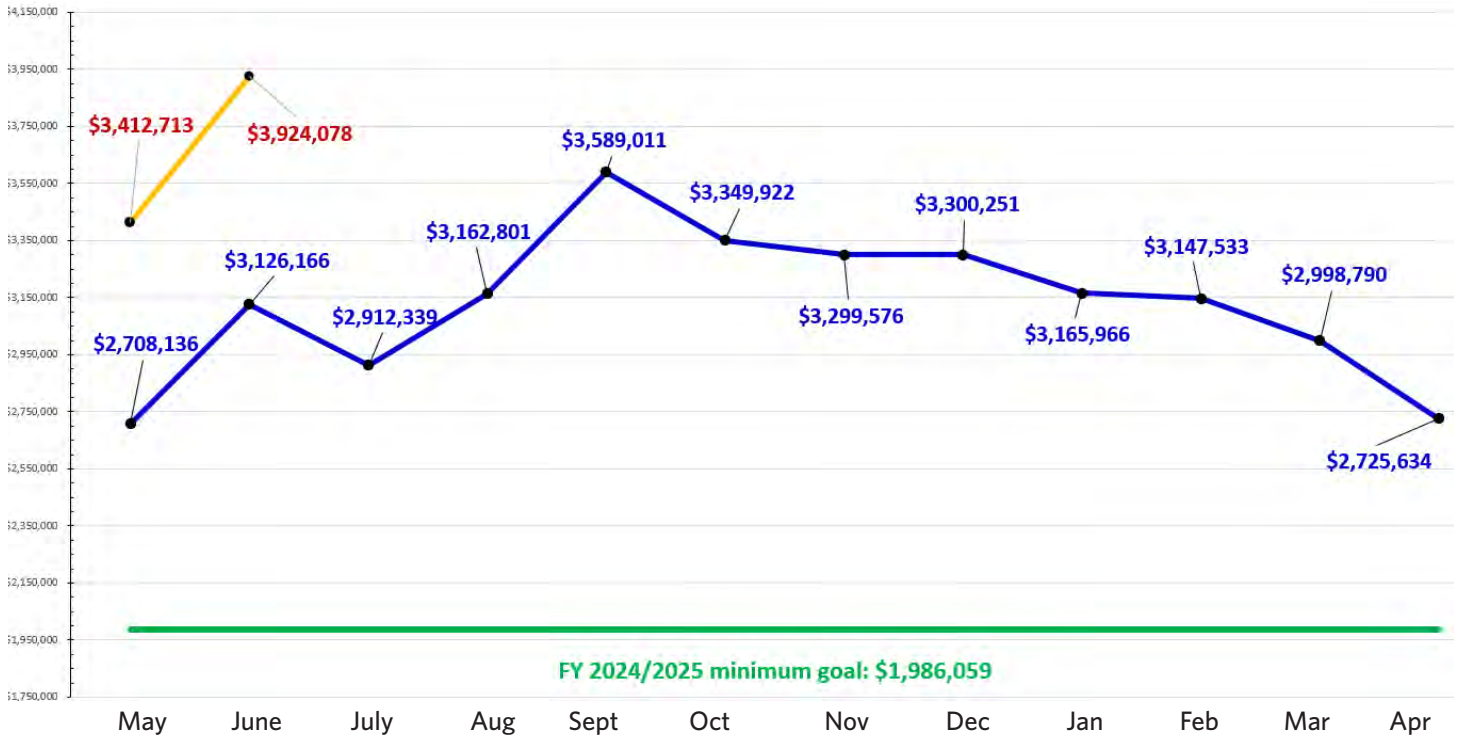
- A Apply for the "Distinguished Budget Presentation Award" and is awarded by the Government Finance Officers Association (GFOA)
- B General Fund FY 24/25 minimum goal of \$1,180,246.
- C Recreation Fund FY 24/25 minimum goal of \$1,986,059.
- D Tennis Center Fund FY 24/25 minimum goal of \$1,457,593.

Objective 4, Figure B: General Fund



OBJECTIVES AND KEY RESULTS

Objective 4, Figure C: Recreation Fund



Objective 4, Figure D: Tennis Fund





May 1, 2024 - April 30, 2025

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.

Refer to the Personnel Policy Manual for specific details on eligibility for cash payouts and PTO hours.





Memo

To: Board of Commissioners
From: Bob Johnson, Deputy Director
Date: July 9, 2024
Re: Board Report

Parks

- Tree Trimming and flower bed maintenance is underway at the neighborhood parks.
- The lettering for the Oaks Amphitheater, Ginger Greek Pavilion, and the restroom/concession building address have been installed at the north athletic fields.
- The Turf-Tank field striper received an updated operating system. This software update will help streamline the process of creating and positioning new fields to meet the demands of our users.
- Work is progressing on the Central Park West ADA restroom renovation project. The outside concrete foundation and sidewalk has been poured and interior wood framing is completed.

Aquatics and Maintenance

- STARS Swim Team hosted and won 2 swim meets in June. The team is swimming fast and getting ready for Divisional Championships at the end of July.
- Swim lessons are going well this summer, but there has been a decrease in the AM registrations, which we are considering is competition from local day camps. We will use registration patterns from this summer to better utilize facility space and offerings next summer.
- 2 additional water aerobics classes were added to the summer schedule.
- Plans continue to come together for the Family Aquatic Center renovation projects. We will be pushing out notification to members and the public in mid-July to share the details.
- Matt worked with Trane contractors to three HVAC 3 rooftop units being changed out in August.
- Maintenance staff performed HVAC repairs and preventative maintenance at the Family Recreation Center, Central Park West, and the Tennis Center. In-house HVAC service and repair creates significant cost savings to the district.
- Staff continues to assist at the Tennis Center while the in advance of the Maintenance Manager onboarding, along with assisting contractors during Tennis Center lobby remodel project.
- Staff replaced a broken swim suit dryer in the family locker room.
- Maintenance staff is coordinating and providing input to the contractors remodeling the Central Park West restrooms.

Facilities

- The Family Recreation Center walkway received much-needed concrete work replacing the detectable warning pads and various sections of the pathway.
- The Custodian Team attended a Safety Training In-Service hosted by PDRMA and Athletico. The training covered health and safety in the workplace, proper equipment usage, and correct procedures and protocols for improved efficiency.

- The Facility Department and Safety Committee collaborated to provide signage for “In Case of an Active Threat” for staff to keep at their workstation. The signs remind staff to “Run, Hide, or Fight” when faced with an active threat.
- Staff is collecting quotes for carpet replacement in the Family Recreation Center administrative offices.



Oak Brook Park District Membership Packages/In-District Percentage

2024 Membership Package Data												
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Total CPC Memberships	70	71	72	74	78	74						
Total FRC Memberships	1240	1313	1361	1407	1470	1501						
Total SilverSneakers	735	785	818	855	888	918						
Total Renew Active	240	256	280	294	305	320						
Total Memberships	2285	2425	2531	2630	2741	2813						
In-District	33%	33%	32%	32%	32%	32%						
Out-of-District	67%	67%	68%	68%	68%	68%						
2023 Membership Package Data												
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Total CPC Memberships	38	39	40	40	43	45	48	53	56	59	61	63
Total FRC Memberships	704	762	793	815	839	859	893	925	966	1025	1085	1150
Total SilverSneakers	197	259	318	355	394	424	469	489	513	551	598	635
Total Renew Active	79	92	108	115	129	142	155	164	175	188	201	219
Total Memberships	1018	1152	1259	1325	1405	1470	1565	1631	1710	1823	1945	2067
In-District	41%	37%	37%	37%	37%	37%	36%	36%	35%	35%	34%	37%
Out-of-District	59%	63%	63%	63%	63%	63%	64%	64%	65%	65%	66%	63%



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
23-24	Uses	26	52	45	25	26	25	22	27	34	33	36	29	380
	Parties	\$9,418	\$17,097	\$12,978	\$5,722	\$11,126	\$10,818	\$8,531	\$9,859	\$12,006	\$12,891	\$13,670	\$11,019	\$135,135
	Rentals	\$536	\$6,642	\$9,730	\$5,640	\$2,320	\$2,960	\$2,526	\$3,401	\$5,381	\$2,452	\$4,138	\$3,601	\$49,327
	TOTAL	\$9,954	\$23,739	\$22,708	\$11,362	\$13,446	\$13,778	\$11,057	\$13,260	\$17,387	\$15,343	\$17,808	\$14,620	\$184,462

24-25	Uses	28	57	22										107
	Parties	\$11,844	\$19,665	\$10,563										\$42,072
	Rentals	\$3,124	\$12,188	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,312
	TOTAL	\$14,968	\$31,853	\$10,563	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Swim Lesson					
FY	Season	SUMMER	FALL	W/S	TOTAL
23-24	Registrations	998	918	1,450	3,366
	Private	\$36,058	\$30,485	\$53,494	\$120,037
	Group	\$57,232	\$68,714	\$118,237	\$244,183
	TOTAL	\$93,290	\$99,199	\$171,731	\$364,220

24-25	Registrations	737			737
	Private	\$35,485			\$35,485
	Group	\$46,004			\$46,004
	TOTAL	\$81,489	\$0	\$0	\$81,489

Swim Team						
FY	Season	SUMMER	FALL	WINTER	SPRING	TOTAL
23-24	Registrations	46	75	63	55	239
	Revenue	\$11,186	\$27,453	\$15,682	\$10,941	\$65,262

24-25	Registrations	40				40
	Revenue	\$10,147				\$10,147

Unfinished Business



Oak Brook Park District

BOARD MEETING


AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: TENNIS CENTER EXTERIOR WINDOWS REPLACEMENT PROJECT BID

AGENDA No.: 7 A

MEETING DATE: JULY 15, 2024

STAFF REVIEW:

Superintendent of Enterprise Operations, Alin Pop: 

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):

As part of the Upper-level remodeling project the original building exterior windows will be replaced. The windows are from 1974, lack proper insulation and are no longer considered energy efficient.

The new installed windows will provide:

- Better insulation and save on heating and cooling cost
- Reduced glare from outside light
- Updated aesthetics

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

Bid results are as follows:

Lite Construction - \$184,713

Tiles in Style dba Taza Construction - \$203,786

The two bids are significantly over the \$90,000 budget. Therefore, staff recommends rejecting all bids.

ACTION PROPOSED: a Motion (and a second) to reject all bids received for the Tennis Center Exterior Windows Replacement project.

Oak Brook Park District

1450 Forest Gate Road
Oak Brook, IL 60523

Tennis Center Exterior Window Replacement

June 27, 2024 -11:00 AM Bid Opening

Bidder	Addendum	References	Bid Bond	Certifications	Total Bid
Lite Construction, Inc 711 S. Lake Street Montgomery, IL 60538	X	X	X	X	\$ 184,713.00
Tiles in Style LLC dba Taza Construction 16940 Vincennes Avenue South Holland, IL 60473	X	X	X	X	\$ 203,786.00



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: ASPHALT REPLACEMENT PROJECT

AGENDA NO. : 7-B

MEETING DATE: JULY 15, 2024

STAFF REVIEW:

Deputy Director, Bob Johnson

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey

ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY): Certain asphalt pavement trails and driveways/roadways at Central Park, Chillem Park, and Saddle Brook Park require pavement replacement due to deterioration. Staff evaluated the pavement maintenance and replacement plan, as well as existing conditions of pavement in the parks, marked areas for replacement, and prepared a bid package for the project. The bid package included three areas as part of the base bid, and one alternate bid for an accessible walkway in from of the Family Recreation Center.

Unit pricing was also be requested for additional undercutting, stone base replacement, and extra patching/paving should it be necessary.

A total of eight bids were received, and the bid tabulation is included with this agenda history.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS): Staff recommend accepting the low base bid plus alternate from Evans & Son Blacktop, Inc. for a total cost of \$65,809.82.

Action Proposed:

A motion (and a second) to accept the bid from Evans and Son Blacktop, Inc. for the asphalt replacement project, and to approve an agreement between the Park District and Evans and Son Blacktop, Inc. for a total cost not-to-exceed \$65,809.82.

Oak Brook Park District

1450 Forest Gate Road
Oak Brook, IL 60523

Asphalt Replacement Project 2024

July 2, 2024 -1:00 PM Bid Opening

Bidder	Addendum	References	Certifications	Bid Bond	Base Bid A: Central Park West Trail	Base Bid B: Saddle Brook Park Trail	Base Bid C: Chillem Park Trail	Total Lump Sum Base Bid	Alternate Bid: Central Park new path adjacent to recreation center	Total Base + Alternate	Unit Prices		
											Disposal of asphalt spoils with petromat per semi load	Undercutting of unsuitable base & replacement with CA6 per cubic yard	Additional Milling & Paving of asphalt, per specifications per sq ft.
Chicago Land Paving Contractors Inc. 225 Telsler Road Lake Zurich, IL 60047	X	X	X	X	\$ 30,000.00	\$ 20,000.00	\$ 10,000.00	\$ 60,000.00	\$ 10,000.00	\$ 70,000.00	\$ 250.00	\$ 100.00	\$ 2.00
Provantage Systems 902 S. Randall Road St. Charles, IL 60174		X	X	X	\$ 41,995.00	\$ 26,015.00	\$ 15,430.00	\$ 83,440.00	\$ 13,421.00	\$ 96,861.00	\$ 475.00	\$ 79.00	\$ 5.95
Obsidian Asphalt Paving Inc. 1850 W. Roosevelt Road West Chicago, IL 60185	X	X	X	X	\$ 35,496.87	\$ 25,190.13	\$ 16,205.41	\$ 76,892.41	\$ 16,944.59	\$ 93,837.00	\$ 150.00	\$ 180.00	\$ 3.33
Accu-Paving Co. 2665 S. 25th Avenue Broadview, IL 60155	X	X	X	X	\$ 39,000.00	\$ 29,000.00	\$ 21,000.00	\$ 89,000.00	\$ 23,000.00	\$ 112,000.00	\$ 150.00	\$ 200.00	\$ 5.00
Patriot Maintenance Inc. 405 Washington Boulevard Mundelein, IL 60060	X	X	X	X	\$ 37,000.00	\$ 31,000.00	\$ 16,000.00	\$ 84,000.00	\$ 18,000.00	\$ 102,000.00	\$ 300.00	\$ 100.00	\$ 4.00
Schroeder Asphalt Services, Inc P.O Box 831 Huntley, IL 60142	X	X	X	X	\$ 38,210.00	\$ 25,400.00	\$ 20,000.00	\$ 83,610.00	\$ 12,420.00	\$ 96,030.00	\$ 500.00	\$ 140.00	\$ 8.50
A&A Paving & Concrete 251 N Garden Avenue Roselle, IL 60172	X	X	X	X	\$ 34,100.00	\$ 23,000.00	\$ 15,000.00	\$ 72,100.00	\$ 17,000.00	\$ 89,100.00	\$ 200.00	\$ 105.00	\$ 4.50
Evans & Son Blacktop Inc. 3N775 Powis Road West Chicago, IL 60185	X	X	X	X	\$ 27,503.68	\$ 15,684.06	\$ 9,016.89	\$ 52,204.63	\$ 13,605.19	\$ 65,809.82	\$ 2,020.00	\$ 105.00	\$ 11.96



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: REVISION TO PERSONNEL POLICY MANUAL
SECTION 3.10 TIME-OFF BENEFITS - BEREAVEMENT LEAVE**

AGENDA NO.: 7 C

MEETING DATE: JULY 15, 2024

STAFF REVIEW: Human Resource & Risk Manager, Alli Siamis:

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 current Bereavement Leave Policy (approved by the Board of Commissioners on October 19, 2020) is being revised to adhere to the Family Bereavement Leave Act (820 ILCS 154/1 et seq.) which renames the Child Bereavement Leave Act and provides expanded leave rights.

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

Under the revised policy eligible employees would receive up to three days of paid bereavement leave and seven days of unpaid leave for the death of a covered family member. Additionally, ten days of unpaid leave would be granted for events like pregnancy loss or child death, with documentation required, and optional use of paid leave.

ACTION PROPOSED:

A Motion (and a second) to approve the revision to the Personnel Policy Manual Section 3.10 Time-Off Benefits - Bereavement Leave.

Bereavement Leave

A bereavement leave with pay may be granted in the case of death of a covered family member as detailed below. For the purpose of this section, a covered family member means an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, stepparent, aunt, uncle, niece, nephew, and cousin. The employee must notify their immediate supervisor of the need for such leave of absence within a reasonable period, but no later than twenty-four (24) hours of the start of the actual absence. Upon returning to work, the employee must record their absence as a Bereavement Leave on their attendance record.

In the case of death of the covered family member, the immediate supervisor may approve leave of absence with pay for a period not to exceed three (3) days. Employees will be entitled to seven (7) days of unpaid bereavement leave in addition to the paid leave in the event of the death of a covered family member. In the event of the death of more than one covered family member in a 12-month period, an employee may take up to a total of six weeks of bereavement leave during the 12-month period. This does not create a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to, the unpaid leave time permitted by, the FMLA.

An employee may use any earned paid leave concurrently with this time but will not be required to do so. The District may require reasonable documentation. Documentation may include a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency.

In addition to this, eligible employees are entitled to receive ten (10) days of unpaid leave in the event the employee's child dies, pregnancy loss, failed adoptions or surrogacy agreements, unsuccessful reproductive procedures, and other diagnoses or events negatively impacting pregnancy or fertility. An employee may use paid time off during this time but will not be required to do so. For leave resulting from an event listed under reason above, reasonable documentation is a form provided by the Illinois Department of Labor, filled out by a health care practitioner who has treated the employee or the employee's spouse or domestic partner or surrogate for an event listed under reason above, or documentation from the adoption or surrogacy organization the employee worked with related to an event listed under reason above certifying the employee, spouse or domestic partner has experienced an event listed under reason above. The District does not require the employee identify which subcategory of event the leave pertains under reason above as a condition of exercising rights under this Leave.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: RESOLUTION NO. 24-0715: A RESOLUTION OF THE OAK BROOK PARK DISTRICT APPROVING AND ADOPTING DEBT MANAGEMENT POLICY.

AGENDA No.: 7 D

MEETING DATE: JULY 15, 2024

STAFF REVIEW:

Chief Financial Officer, Marco Salinas:

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

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

The Park District's is proposing a Debt Management Policy to govern the process of debt evaluation and debt issuance practices of the agency, including adherence to federal, state, and local laws and regulations.

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

The accompanying Debt Management Policy is required for the Government Finance Officers Association Awards Criteria. Key points of the policy are the purpose of the policy, types of debt, debt limitations and repayment, and issuance practices.

ACTION PROPOSED:

A Motion (and a Second) to approve Resolution 24-0715: A Resolution Approving and Adopting the Debt Management Policy.

RESOLUTION NO. 24-0715

**A RESOLUTION OF THE OAK BROOK PARK
DISTRICT APPROVING AND ADOPTING DEBT
MANAGEMENT POLICY**

WHEREAS, the Oak Brook Park District (the "District") requires a structured approach to debt management to ensure creditworthiness and financial stability; and

WHEREAS, the District must address ongoing capital infrastructure needs by limiting long-term debt to capital improvements that cannot be financed from current revenues; and

WHEREAS, the District's Debt Management Policy provides a framework for responsible debt management and capital planning, enhancing its reputation; and

WHEREAS, the policy outlines specific goals for issuing general obligation and revenue bond debt, including maintaining credit ratings, minimizing interest costs, and ensuring legal compliance; and

WHEREAS, the Bond Authorization Act (30 ILCS 305/0.01 et seq.) of the State of Illinois grants the District the authority to issue bonds for public improvement projects, ensuring all bond issuances comply with state laws and regulations; and

WHEREAS, the policy is designed to comply with best practices as recommended by the Government Finance Officers Association (GFOA), ensuring a high standard of fiscal responsibility and transparency;

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

Section 1. Incorporation of Recitals. The foregoing recitals are incorporated by reference as though fully set forth herein, and all provisions of this Resolution shall be construed, interpreted, and enforced in accordance therewith.

Section 2. Approval and Adoption of Debt Management Policy. The Oak Brook Park District Board of Park Commissioners hereby approves and adopts the Debt Management Policy as set forth in Exhibit A, attached to and incorporated as part of this Resolution by reference.

Section 3. Severability and Repeal of Inconsistent Resolution. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Resolution. All ordinances, resolutions or policies in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Resolution shall be in full force and effect immediately upon its passage and approval in the manner provided by law.

PASSED AND APPROVED THIS 15th DAY OF JULY, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Sharon Knitter, President

ATTEST:

Laure L. Kosey, Secretary

New Business



Oak Brook Park District


BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: RESOLUTION NO. 24-0819: A RESOLUTION AMENDING AND RESTATING THE RULES FOR ADDRESSING THE BOARD

AGENDA NO.: 8 A

MEETING DATE: JULY 15, 2024

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey: 

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

The accompanying section of the Administrative Policies and Procedures Manual was approved by the Board of Commissioners on April 19, 2021. A revision would restate and clarify the rules for addressing the Board.

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

The Oak Brook Park District Administrative Policies and Procedures Manual Policy 1.1, Section 7, "Addressing the Board" establishes clear and consistent rules for members of the public who wish to address the Board during meetings, which would be available at the sign-in table outside the meeting room. It ensures that public comments are conducted in an orderly, respectful, and efficient manner, allowing the Board to manage its meetings effectively while giving the public an opportunity to voice their opinions and concerns.

ACTION PROPOSED:

For Review and Discussion Only

RESOLUTION NO. 24-0819
A RESOLUTION OF THE OAK BROOK PARK
DISTRICT AMENDING AND RESTATING THE RULES
FOR ADDRESSING THE BOARD

WHEREAS, Section 2.06(g) of the Illinois Open Meetings Act, 5 ILCS 120, permits public bodies to adopt rules concerning public comment and participation during a public meeting; and

WHEREAS, the Oak Brook Park District, DuPage and Cook Counties, Illinois (“*District*”), recognizes that the opportunity for members of the public to address public officials during a public meeting is important; and

WHEREAS, the Board of Park Commissioners (“*Board*”) desires to amend and restate the Rules for Addressing the Board to replace the existing rules of decorum that would apply to Board meetings and any subsidiary public body of the District to which the OMA is applicable; and

WHEREAS, the Board has determined that it will serve and be in the best interest of the District to amend and restate the Rules for Addressing the Board.

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

Section 1. Incorporation of Recitals. The foregoing recitals are incorporated by reference as though fully set forth herein, and all provisions of this Resolution shall be construed, interpreted, and enforced in accordance therewith.

Section 2. Amendment and Restatement of the Rules for Addressing the Board. The Oak Brook Park District Board of Park Commissioners hereby amends and restates the Rules for Addressing the Board as set forth in Exhibit A, attached to and incorporated as part of this Resolution by reference.

Section 3. Severability and Repeal of Inconsistent Resolution. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Resolution. All ordinances, resolutions or policies in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Resolution shall be in full force and effect immediately upon its passage and approval in the manner provided by law.

PASSED AND APPROVED THIS 19th DAY OF AUGUST, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Sharon Knitter, President

ATTEST:

Laure L. Kosey, Secretary

ADDRESSING THE BOARD

- A. Pursuant to the Open Meetings Act (5 ILCS 120/2.06(g)), any person shall be permitted an opportunity to address the Board under the rules established by the Board. This article establishes the rules governing public comment.
- B. Unless compliance is waived by the majority of the Board, all persons wishing to address the Board at a regular meeting of the Board shall do so in compliance with these Rules, which shall be posted at the sign-in table outside the meeting room:
 - 1. No person who is not a Commissioner shall address the Board at any meeting without the consent of the majority of Commissioners present, except during the "Open Forum" portion of the agenda. The presiding officer may, without consent of the Board, recognize the Executive Director, any staff member, or the District's attorney who is present at such a meeting to authorize him/her to speak to an issue then under consideration.
 - 2. Any person invited to appear before the Board, including, but not limited to, a consultant or contractor, may address the Board in accordance with these Rules.
 - 3. During the "Open Forum" portion of the agenda, any member of the public may address the Board; provided that all speakers shall comply with these Rules and with any rulings of the presiding officer:
 - a. Any person wishing to address the Board must provide their contact information on the sign in sheet provided before the start of the meeting so that the Board or the Board's designee may provide a response, if required, to the comments and/or questions presented by the speaker.
 - b. During "Open Forum", the President of the Board shall extend an invitation to individuals wishing to address the Board. Individuals desiring to speak shall seek to be recognized then, upon recognition, approach the podium in an orderly fashion, one speaker at a time, stating their name and the subject matter or issue concerning which the person wishes to address the Board.
 - c. Speakers will not be required to state their home address; however, the Presiding Officer may ask the speaker to state whether or not they are a resident of the Village.
 - d. All comments must be directed only to the presiding officer and the members of the Public Body, and not to any member of the audience or Park District Staff.

- e. In no event shall any person addressing the Board be permitted to speak for more than five (5) minutes without the express permission of a majority of the Board.
 - f. A speaker that is representing, or speaking on behalf of, an individual, group, or association will not be allocated additional time regardless of whether they are speaking for or on behalf of multiple people.
 - g. A speaker may not yield time to another speaker.
 - h. All speakers should be respectful of the Public Body and the audience members, and should be courteous, polite, and civil.
 - i. No speaker may engage in conduct or speech that is imminently threatening to any person, that incites violence, or that is obscene.
 - j. No speaker may engage in conduct that is disorderly and that disrupts or interferes with the ability of the Public Body to conduct the public meeting.
 - k. The speaker must speak only from the specific location in the public meeting room designated by the Presiding Officer.
4. Any person that the Presiding Officer determines is violating any of these Rules may be required to terminate their comments and vacate the podium or be subject to other action as deemed necessary by the Presiding Officer. Additionally, the Presiding Officer or a majority of the members of the Public Body may require that person to leave the premises of the meeting.
 5. The Presiding Officer may interrupt a speaker in order to enforce these Rules, and may limit the comments or take the floor from any speaker who the Presiding Officer determines is violating these Rules.
 6. Before any member of the public addresses the Board during "Open Forum", the presiding officer may impose reasonable time limits on the time allowed for "Open Forum", and for each speaker who takes part therein, giving consideration to the probable number of speakers and to the hour.
 7. The presiding officer may limit repetitive statements. Whenever possible, groups seeking to address the Board shall consolidate their comments and avoid repetition by using representative speakers on their behalf.
 8. During the presentation and discussion of agenda items, the President will not recognize speakers in the audience unless the Board desires additional information from an audience member.

9. The presiding officer may limit irrelevant, immaterial, or inappropriate comments of statements, and shall have the right to halt or suspend public comments if the rules are not being followed.
- C. Members of the public shall have no right to address the Board at any regular or special meeting that is closed to the public in accordance with the requirements of the Open Meetings Act, or at any special meeting of the Board unless the agenda provides for "Open Forum".
 - D. Robert's Rules of Order, as amended by the Park Board, is the recognized parliamentary authority of all Park Board meetings.

16. Any person that the Presiding Officer determines is violating any of these rules may be required to terminate their comments and vacate the podium or be subject to other action as deemed necessary by the Presiding Officer. Additionally, the Presiding Officer or a majority of the members of the Public Body may require that person to leave the premises of the meeting.
17. The Presiding Officer may interrupt a speaker in order to enforce these Rules, and may limit the comments or take the floor from any speaker who the Presiding Officer determines is violating these Rules.
18. Before any member of the public addresses the Board during “Open Forum”, the presiding officer may impose reasonable time limits on the time allowed for “Open Forum”, and for each speaker who takes part therein, giving consideration to the probable number of speakers and to the hour.
19. The presiding officer may limit repetitive statements. Whenever possible, groups seeking to address the Board shall consolidate their comments and avoid repetition by using representative speakers on their behalf.
20. During the presentation and discussion of agenda items, the President will not recognize speakers in the audience unless the Board desires additional information from an audience member.
21. The presiding officer may limit irrelevant, immaterial, or inappropriate comments of statements, and shall have the right to halt or suspend public comments if the rules are not being followed.
22. Robert’s Rules of Order, as amended by the Park Board, is the recognized parliamentary authority of all Park Board meetings.

BOARD OF PARK COMMISSIONERS:

Sharon Knitter	President	Term Ends 2027
Lara Suleiman	Vice President	Term Ends 2025
Ivana Ivkovic Kelley	Treasurer	Term Ends 2027
Ron Gondek	Commissioner	Term Ends 2029
Mario Vescovi	Commissioner	Term Ends 2029

LEADERSHIP TEAM

Laure Kosey (630) 645-9535	Executive Director and Board Secretary
Bob Johnson (630) 645-9540	Deputy Director
Marco Salinas (630) 645-9536	Chief Financial Officer
Robert Pechous (630) 645-9570	Director of Recreation and Communications
Rob Bond (630) 645-9580	Superintendent of Aquatic and Maintenance Operations
Mike Contreras (630) 645-9527	Superintendent of Recreation
Valerie Louthan (630) 645-9534	Superintendent of Facilities
Jake Stachowiak (630) 645-9575	Superintendent of Parks and Planning
Alin Pop (630) 645-9510	Superintendent of Enterprise Operations

ATTORNEY: Steven B. Adams – Robbins Schwartz

ADMINISTRATIVE OFFICE:

Oak Brook Park District Family Recreation Center
1450 Forest Gate Road, Oak Brook, IL 60523
Monday through Friday from 9AM – 5PM

WEBSITE: obparks.org

OUR MISSION:

It is the mission of the Oak Brook Park District to provide the very best in park and recreational opportunities, facilities, and open lands for our community.

OUR VISION:

To provide a diverse, inclusive and holistic range of opportunities designed to keep the community happy, fit and active.

OUR CORE VALUES:

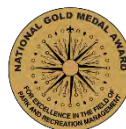
*Holistic Wellness Environmental Stewardship Inclusion
Teamwork Community Engagement Open Communication*



Guidelines for Participation in Park Board Meetings



**Oak Brook
Park District**
A National Gold Medal Agency



AUGUST 2024

Welcome! The Board of Commissioners appreciates your interest in the operations of the Oak Brook Park District. All Park Board meetings are open to the public.

PARK DISTRICT STATUS

The Oak Brook Park District was incorporated in 1962. It is a local government entity completely separate from any other governmental authority. The Park District has the power to levy taxes within its prescribed limits and possesses all of the powers of a public corporation.

BOARD OF PARK COMMISSIONERS

The Park Board is the legal governing authority through which the business of the District is conducted. The Park Board consists of five commissioners who are elected by the residents of the District and serve a six-year term without pay. It is only the Park Board acting as a legally constituted body, which has the authority to establish or change policy, adopt agreement, or award contracts.

The Park Board has appointed a professional staff to manage the operation of the District on a daily basis. Citizen complaints should be directed to the staff and only if the problem cannot be resolved at this point, should the citizen approach the Park Board at a legally constituted meeting.

MEETINGS

The Oak Brook Park District Board of Commissioners regularly meets once a month to conduct the business affairs of the District. These meetings are held at 6:30PM, generally on the third Monday of the month at the Oak Brook Park District Family Recreation Center, 1450 Forest Gate Road, Oak Brook, IL 60523.

From time-to-time, special meetings of the Board may be called. Notices of all meetings, regularly scheduled or special, is given in accordance with all provisions of the Illinois Open Meetings Act.

THE ROLE OF STAFF

The Executive Director and the Department Directors attend Board meetings to discuss agenda items with the Park Board. Other Park District staff frequently attend the meetings to be of assistance when various topics are discussed.

ADDRESSING THE BOARD

The Park Board, in its regular or special meetings, is a deliberative body assembled to serve the patrons of the Oak Brook Park District by understanding the needs of the community and by providing strategic direction and support to staff to meet those needs.

A Park Board meeting is a meeting held in public, not a public meeting. The Park Board invites both oral and written communications from its residents.

On behalf of the Oak Brook Park District Board of Commissioners, we welcome you and thank you for attending tonight's meeting. Before the meeting gets started, please review the procedures for public comment. Board members may not address or respond to your comment this evening. If follow-up communication is necessary, an Oak Brook Park District staff member will contact you. We do appreciate you coming out this evening.

To facilitate the conduct of Park Board meetings, the following procedures will be followed:

1. The beginning of each Board meeting is set aside for *Open Forum*. Any member of the public may address the Board; providing that all speakers shall comply with these Rules and with any rulings of the presiding officer.
2. No person who is not a Commissioner shall address the Board at any meeting without the consent of the majority of Commissioners present, except during the "Open Forum" portion of the agenda. The presiding officer may, without consent of the Board, recognize the Executive Director, any staff member, or the District's attorney who is present at such a meeting to authorize him/her to speak to an issue then under consideration.
3. Any person invited to appear before the Board, including, but not limited to, a consultant or contractor, may address the Board in accordance with these Rules.
4. Any person wishing to address the Board must provide their contact information on the sign in sheet provided before the start of the meeting so that the Board or the Board's designee may provide a response, if required, to the comments and/or questions presented by the speaker.

5. During "Open Forum", the President of the Board shall extend an invitation to individuals wishing to address the Board. Individuals desiring to speak shall seek to be recognized then, upon recognition, approach the podium in an orderly fashion, one speaker at a time, stating their name and the subject matter or issue concerning which the person wishes to address the Board.
6. Speakers will not be required to state their home address; however, the Presiding Officer may ask the speaker to state whether or not they are a resident of the Village.
7. All comments must be directed only to the Presiding Officer
8. In no event shall any person addressing the Board be permitted to speak for more than five (5) minutes without the express permission of a majority of the Board.
9. A speaker that is representing, or speaking on behalf of, an individual, group, or association will not be allocated additional time regardless of whether they are speaking for or on behalf of multiple people.
10. A speaker may not yield time to another speaker.
11. All speakers should be respectful of the Public Body and the audience members, and should be courteous, polite, and civil.
12. No speaker may engage in conduct or speech that is imminently threatening to any person, that incites violence, or that is obscene.
13. No speaker may engage in conduct that is disorderly and that disrupts or interferes with the ability of the Public Body to conduct the public meeting.
14. The speaker must speak only from the specific location in the public meeting room designated by the Presiding Officer.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: RESOLUTION NO. 24-0820: A RESOLUTION OF THE OAK BROOK PARK DISTRICT AMENDING THE ADMINISTRATIVE POLICIES AND PROCEDURES 4.9 INVESTMENT POLICY

AGENDA NO.: 8 B

MEETING DATE: JULY 15, 2024

STAFF REVIEW:

Chief Financial Officer, Marco Salinas:

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

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

Staff is proposing an amendment to the Administrative Policies and Procedures 4.9 Investment Policy to Cash Management and Investment Policy to allow for better financial planning and management.

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

The accompanying revision of the Administrative Policies and Procedures 4.9 is required for the Government Finance Officers Association Awards Criteria. Key points of the policy are the purpose of the policy, budget management, financial stability, and planning and forecasting practices.

ACTION PROPOSED:

For Review and Discussion Only

RESOLUTION NO. 24-0820
A RESOLUTION OF THE OAK BROOK PARK DISTRICT
AMENDING THE ADMINISTRATIVE POLICIES AND
PROCEDURES 4.9 INVESTMENT POLICY

WHEREAS, the Oak Brook Park District (the "District") recognizes the importance of amending the Administrative Policies and Procedures 4.9 to include Cash Management to maintain adequate liquidity to support its operations, and achieve the District's financial objectives; and

WHEREAS, the District recognizes providing guidelines is essential for meeting short-term financial obligations, planning for future expenses, and managing financial risks, and

WHEREAS, the District's Cash Management and Investment Policies provides guidelines for forecasting, monitoring, and managing cash inflows and outflows, thereby enhancing transparency, accountability, and fiscal responsibility; and

WHEREAS, the policy is designed to comply with best practices as recommended by the Government Finance Officers Association (GFOA), ensuring a high standard of fiscal responsibility and transparency;

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

Section 1. Incorporation of Recitals. The foregoing recitals are incorporated by reference as though fully set forth herein, and all provisions of this Resolution shall be construed, interpreted, and enforced in accordance therewith.

Section 2. Approval and Adoption of the revision of the Administrative Policies and Procedures 4.9 Investment Policy to include Cash Management and Investment Policies. The Oak Brook Park District Board of Park Commissioners hereby approves and adopts the Cash Management

and Investment Policy as set forth in Exhibit A, attached to and incorporated as part of this Resolution by reference.

Section 3. Severability and Repeal of Inconsistent Resolution. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Resolution. All ordinances, resolutions or policies in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Resolution shall be in full force and effect immediately upon its passage and approval in the manner provided by law.

PASSED AND APPROVED THIS 19th DAY OF AUGUST, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Sharon Knitter, President

ATTEST:

Laure L. Kosey, Secretary



Oak Brook Park District
Administrative Policies and Procedures

4.9 ~~INVESTMENT POLICY~~ CASH MANAGEMENT AND INVESTMENT POLICY

SCOPE

The purpose of the Cash Management and Investment Policy is to establish cash management and investment guidelines for officials and personnel responsible for the financial management of Park District Funds. This applies to the investments of all Park District funds, including the following:

- General Corporate Fund
- Recreation Fund
- Illinois Municipal Retirement Fund
- Liability Insurance Fund
- Audit Fund
- Debt Service Fund
- Recreational Facilities Fund
- Sports Core Fund
- Special Recreation Fund
- Capital Projects Fund
- Social Security Fund
- Any New Fund Created by the Park District

All funds will be invested in compliance with 30 ILCS 235/0.01 et seq. ("Public Funds Investment Act"), the Investment Guide for Illinois Local Governments.

In addition, this ensures the District maintains sufficient liquidity to meet its financial obligations, supports its operations, and achieve its financial objectives.

MAIN OBJECTIVES

The Park District's main cash management and investment objectives shall include the following:

- Preservation of investment principal.
- Compliance with all legal requirements.
- Maintain sufficient liquidity to meet operating needs.
- Obtain the best possible return while keeping the safety of principal as the primary concern.
- Preference for investment of funds with those institutions located within the Village limits of Oak Brook; provided that investment shall not be limited in scope or nature to those institutions.



Oak Brook Park District
Administrative Policies and Procedures

AUTHORIZED INVESTMENTS

- The Park District may invest in any type of security allowed by Illinois law; however, the following investment instruments are the only investments that the Park District will consider for investment purposes at this time, absent changes to this policy:
- Interest bearing savings accounts, interest bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act, provided that said bank is insured by the Federal Deposit Insurance Corporation
- Repurchase Agreements of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of said Act. Such government securities shall be either registered or inscribe in the District's name or shall be purchased through banks or trust companies authorized to do business in the State of Illinois.
- Bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest.
- Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to the following obligations: a) bonds, notes, certificates of indebtedness, treasury bills, treasury strips, or other securities, which are guaranteed by the full faith and credit of the government of the United States of America; or b) bonds, notes, debentures or other similar obligations of the United States of America, its agencies, and its instrumentalities and to agreements to repurchase such obligations.
- Illinois Public Treasurers' Investment Pool, or other Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act
- Bonds, notes, debentures or other similar obligations of the United States of America, its agencies, and its instrumentalities
- Obligations of corporations organized in the United States with assets exceeding \$500,000,000, and rated at one of the three highest classifications by at least two standard rating services at the time of purchase. Such obligations must mature no later than three years from the date of purchase and must not exceed 10% of the corporation's outstanding obligations. Additionally, no more than two-third of the District's funds may be invested in short term obligations of the corporations.



Oak Brook Park District
Administrative Policies and Procedures

Investment maturity shall depend on whether the funds being invested are needed for current or future expenditures. The determination of investment maturity shall be the responsibility of the Chief Financial Officer.

STANDARD OF CARE

The standard of prudence to be used by the investment manager in the context of managing the overall portfolio shall be the prudent person rule, which states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The Chief Financial Officer and staff, acting within the standard stated above and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported as soon as practical to the Park Board and that appropriate action is taken to control adverse developments.

INVESTMENT GUIDELINES

The Chief Financial Officer shall establish written investment policy procedures for the operation of the investment program consistent with this Investment Policy. The procedures should include reference to safekeeping, wire transfer agreements, banking service contracts, collateral depository agreements and repurchase agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Chief Financial Officer.

DIVERSIFICATION POLICY

In order to avoid over concentration of investments in securities from a specific issuer or business sector (excluding U.S. Treasury securities), the Park District shall not exceed the following diversification limits unless specifically authorized by the Board of Park Commissioners.

Monies deposited at a financial institution shall not exceed 75% of the capital stock and surplus of that institution.

Investment in the public treasurers' investment pool shall not exceed 75% of the investment portfolio.



Oak Brook Park District
Administrative Policies and Procedures

Repurchase agreement shall not exceed 25% of the investment portfolio, and shall not exceed 10% of the portfolio with any institution.

COLLATERAL AND SAFEKEEPING GUIDELINES

All investments made with financial institutions must be collateralized through third party institutions for investments exceeding the \$250,000.00 limit. Proper documentation, as reviewed by the Park District attorney, will be required from all third-party institutions.

Certificates of Deposit shall be collateralized 105% of the amount exceeding FDIC coverage. Other investments shall be collateralized by the actual security held in safekeeping by the primary agent.

Investment securities shall be delivered by either book entry or physical delivery and held in safekeeping by the institution. The institution shall issue a safekeeping receipt to the Park District listing the specific instrument, rate, maturity and other pertinent information.

POLICY FOR ESTABLISHMENT OF A SYSTEM OF INTERNAL CONTROLS

The Chief Financial Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Park District are protected from fraud, error, misrepresentation, loss, theft, cyber-crime, imprudent actions, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept offers reasonable assurance and recognizes that (1) the cost of the control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, the Chief Financial Officer shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures.

The internal controls shall address the following points:

- Control of collusion;
- Separation of transaction authority from accounting and bookkeeping;
- Custodial safekeeping;
- Avoidance of physical delivery securities;
- Clear delegation of authority to subordinate staff members;
- Written confirmation of telephone transactions for investment and wire transfers; and
- Development of a wire transfer agreement with the lead bank and third-party custodian.



Oak Brook Park District
Administrative Policies and Procedures

CHIEF FINANCIAL OFFICER

The establishment of cash management and investment policies is the responsibility of the Park District Board. The Chief Financial Officer is designated as the Investment Officer for the Park District and is responsible for the investment activities for the Park District. The Chief Financial Officer shall develop and maintain internal controls and written administrative procedures for the operation of the investment program consistent with this policy.

PERFORMANCE MEASURES

The investment portfolio will be managed in accordance with the parameters specified within this policy. The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs. Portfolio performance should be compared to appropriate benchmarks on a regular basis.

MARKET YIELD (BENCHMARK)

The Park District's investment strategy is passive. Given this strategy, the basis used by the Chief Financial Officer to determine whether market yields are being achieved shall be the three- month U.S. Treasury Bill.

POLICY ESTABLISHING PERIODIC REVIEW OF THE INVESTMENT PORTFOLIO

Investments shall be reported to the Park Board through the monthly Treasurer's Report, listing all pertinent information for their review, including the portfolio's effectiveness in meeting the Park District's needs for safety, liquidity, rate of return, diversification and its general performance. The Park Board may require additional reporting from time to time to review securities held by the Park District for possible future investments.

POLICY ESTABLISHING QUARTERLY WRITTEN REPORTS OF INVESTMENT ACTIVITIES

The Chief Financial Officer will submit a quarterly written report to the Board of Commissioners and the Executive Director. The report shall include information regarding securities in the portfolio by class or type, book value, income earned and market value as of the report date.

SELECTION OF INVESTMENT ADVISORS, MONEY MANAGERS AND FINANCIAL INSTITUTIONS

The Chief Financial Officer will maintain a list of financial institutions authorized to provide investment services. No public deposit shall be made except in a qualified depository as established by state statutes.



Oak Brook Park District
Administrative Policies and Procedures

All financial institutions who desire to become qualified bidders for investment transactions must supply the Chief Financial Officer with the following:

- Audited financial statements;
- Proof of state registration; and
- Certification of having read the Park District's Investment Policy.

A current audited financial statement must be on file for each financial institution through which the Park District invests.

ETHICS AND CONFLICTS OF INTEREST POLICY

Individuals involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose any material interest in financial institutions with which they conduct business. In addition, such individuals shall disclose any personal financial/investment positions that could be related to the performance of the Park District. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the District.

ILLINOIS SUSTAINABLE INVESTING ACT

In the process of evaluating investment decisions, the Chief Financial Officer and Park Board of Commissioners shall regularly consider material, relevant and decision-useful sustainability factors, within the bounds of financial and fiduciary prudence, as defined under and pursuant to the Illinois Sustainable Investing Act. Such factors include, but are not limited to:

- Corporate governance and leadership factors;
- Environmental factors;
- Social capital factors;
- Human capital factors; and
- Business model and innovation factors.

AMENDMENTS

This policy shall be reviewed from time to time and revisions shall be presented to the Board of Commissioners for its approval.



Oak Brook Park District
Administrative Policies and Procedures

CONFLICT

In the event of conflict between any provision of this policy and any federal, state or local law, the provision of the federal, state or local law shall govern and control.

Approved: April 8, 1991

Amended: November 14, 1994

Amended: August 11, 1997

Amended: December 13, 1999

Amended: May 18, 2015

Approved by Board of Commissioners: May 18, 2015

Revised 1-16-17

Amended: March 15, 2021 – Resolution 21-0315

Approved by Board of Commissioners March 15, 2021



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: RESOLUTION NO. 24-0821: A RESOLUTION OF THE OAK BROOK PARK DISTRICT APPROVING AND ADOPTING A CAPITAL IMPROVEMENT POLICY

AGENDA No.: 8 C

MEETING DATE: JULY 15, 2024

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 Park District is proposing a Capital Improvement Policy to ensure the District recognizes the strategic planning and management of capital improvement projects to ensure long-term sustainability and efficiency of its facilities and infrastructure.

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

The accompanying Capital Improvement Policy is required for the Government Finance Officers Association Awards Criteria. Key points of the policy are the purpose of the policy, budget management, financial stability, and planning and forecasting practices.

ACTION PROPOSED:

For Review and Discussion Only

RESOLUTION NO. 24-0821
A RESOLUTION OF THE OAK BROOK PARK
DISTRICT APPROVING AND ADOPTING THE
CAPTIAL IMPROVEMENT POLICY

WHEREAS, the Oak Brook Park District (the "District") recognizes the necessity of strategic planning and management of capital improvement projects to ensure the long-term sustainability and efficiency of its facilities and infrastructure; and

WHEREAS, a formal Capital Improvement Policy will provide a framework for evaluating, prioritizing, and funding capital projects in a manner that aligns with the organization's goals and fiscal capabilities, and

WHEREAS, the District's Capital Improvement Policy will enhance transparency, accountability, and consistency in decision-making process related to capital investments; and

WHEREAS, the policy is designed to comply with best practices as recommended by the Government Finance Officers Association (GFOA), ensuring a high standard of fiscal responsibility and transparency;

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

Section 1. Incorporation of Recitals. The foregoing recitals are incorporated by reference as though fully set forth herein, and all provisions of this Resolution shall be construed, interpreted, and enforced in accordance therewith.

Section 2. Approval and Adoption of the Capital Improvement Policy. The Oak Brook Park District Board of Park Commissioners hereby approves and adopts the Capital Improvement Policy as set forth in Exhibit B, attached to and incorporated as part of this Resolution by reference.

Section 3. Severability and Repeal of Inconsistent Resolution. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Resolution. All ordinances, resolutions or policies in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Resolution shall be in full force and effect immediately upon its passage and approval in the manner provided by law.

PASSED AND APPROVED THIS 19th DAY OF AUGUST, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Sharon Knitter, President

ATTEST:

Laure L. Kosey, Secretary



4.18 Capital Improvement Policy

I. PURPOSE AND GOALS

The Oak Brook Park District developed this policy to promote wise investment in new capital assets of the District and protect its existing capital assets in addition to effectively guide the planning, prioritization, funding, and management of capital improvement projects.

The District shall maintain a Capital Improvement Plan and capital improvements will be made in accordance with that plan. The Plan should be updated annually.

As part of the development of the Capital Improvement Plan, the condition of the District's infrastructure will be evaluated to appropriately prioritize and schedule maintenance and replacement.

The Capital Improvement Plan will be developed using a team approach and prior to completing the operating budget to ensure adequate resources are available to fund all the projects in the Plan.

Projects are evaluated using the following criteria:

- Eliminates a threat to personal and public safety;
- Satisfies or meets a legal requirement, liability or mandate that must be addressed in the next fiscal year (law, regulation or court order);
- Addresses completing a project commitment with dedicated funding, which has already been approved by the Board;
- Advances the implementation of the District's mission, vision, strategy, goals or policies approved by the Park Board;
- Satisfies or meets a legal requirement, liability or mandate that can be addressed in future years of the Capital Plan (law, regulation or court order);
- Improves the positive impact on the environment and reduces carbon footprint;
- Rehabilitates or replaces a facility or equipment that has reached the end of its useful life and/or preserves existing resources/return on investment;
- Reduces future maintenance or operating costs;
- Leverages available private or local, state or federal government funds;
- Results in generating net revenue that exceeds the direct operational cost of facility/equipment and creates a profit without using tax revenue;
- Provides new or expanded level of service;
- Promotes intergovernmental cooperation and other partnership opportunities;
- Improves the way the District operates resulting in increased productivity and efficiency;
- Provides enhanced safety.



Oak Brook Park District
Administrative Policies and Procedures

The corresponding year of the Capital Improvement Plan will be incorporated into the annual budget as the Capital Budget. Projects slated for subsequent years are approved on a planning basis only.

The District defines a capital project as having an original cost of \$15,000.00 or more, a useful life of 1 year or greater, and results in the creation of a fixed asset or the revitalization of an existing fixed asset.

Funding for the Capital Improvement Plan includes accumulated budget surpluses in the form of fund balances, user fees, grants, and debt proceeds.

Adopted and Approved by Board of Commissioners: August 19, 2024

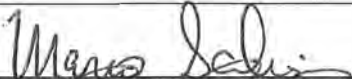

Approved by Board of Commissioners: April 19, 2021



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: RESOLUTION NO. 24-0822: A RESOLUTION OF THE OAK BROOK PARK DISTRICT APPROVING AND ADOPTING A FINANCIAL REPORTING POLICY.	AGENDA NO.: 8 D MEETING DATE: JULY 15, 2024
STAFF REVIEW: Chief Financial Officer, Marco Salinas:	
RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:	
ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY) The Park District’s is proposing a Financial Reporting Policy to ensure the District maintains transparency, compliance, accountability, and credibility in financial reporting practices supporting effective governance and decision-making.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS): The accompanying Financial Reporting Policy is required for the Government Finance Officers Association Awards Criteria. Key points of the policy are the purpose of the policy, ensuring transparency in financial reporting practices and compliance, establish controls and procedures for reporting, and promote accountability among management and financial personnel.	
ACTION PROPOSED: For Review and Discussion Only	

RESOLUTION NO. 24-0822
A RESOLUTION OF THE OAK BROOK PARK
DISTRICT APPROVING AND ADOPTING THE
FINANCIAL REPORTING POLICY

WHEREAS, the Oak Brook Park District (the "District") is committed to maintaining transparency, accountability, and accuracy in its financial reporting practices; and

WHEREAS, consistent and reliable financial reporting is essential for informed decision-making by management, the board, and regulatory authorities, and

WHEREAS, a formal Financial Reporting Policy provides a framework for preparing, reviewing, and disseminating financial information in compliance with applicable accounting standards and regulatory requirements; and

WHEREAS, the policy is designed to comply with best practices as recommended by the Government Finance Officers Association (GFOA), ensuring a high standard of fiscal responsibility and transparency;

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

Section 1. Incorporation of Recitals. The foregoing recitals are incorporated by reference as though fully set forth herein, and all provisions of this Resolution shall be construed, interpreted, and enforced in accordance therewith.

Section 2. Approval and Adoption of the Financial Reporting Policy. The Oak Brook Park District Board of Park Commissioners hereby approves and adopts the Financial Reporting Policy as set forth in Exhibit B, attached to and incorporated as part of this Resolution by reference.

Section 3. Severability and Repeal of Inconsistent Resolution. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any

of the other provisions of this Resolution. All ordinances, resolutions or policies in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Resolution shall be in full force and effect immediately upon its passage and approval in the manner provided by law.

PASSED AND APPROVED THIS 19th DAY OF AUGUST, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Sharon Knitter, President

ATTEST:

Laure L. Kosey, Secretary



4.17 Financial Reporting Policy

I. PURPOSE AND GOALS

The Oak Brook Park District developed this policy to ensure the accuracy, consistency, and transparency of the financial reporting is in compliance with applicable accounting standards and regulatory requirements.

This policy applies to all financial transactions and reporting activities within the District, including departments and subsidiaries.

Oak Brook Park District will prepare its financial statements in accordance with Generally Accepted Accounting Principals (GAAP).

1. All funds must be received, processed, or disbursed under controls sufficient to meet the Board-appointed auditor's standards.
2. As required by law, the District conducts an annual audit of all funds, property, and financial practices by an independent certified public accounting firm.
3. The audit is conducted according to Generally Accepted Auditing Standards (GAAS).
4. The audit is made available for public inspection and filed with the DuPage and Cook County Clerks
5. As required by law, a supplemental financial report with a copy of the audit is completed and filed with the Comptroller of the State of Illinois within six months following the close of each fiscal year.
6. The District's Treasurer must prepare and file with the County Clerk a financial report at the end of the fiscal year as required in the Public Funds Statement Publication Act.
7. A public newspaper notice is required stating the Audit and financial report is available for public inspection disclosing address and hours of availability.
8. The District's Finance Manager must reconcile and prepare month-end distribution reports for the department heads, supervisors, and manager that provide a comprehensive view of the District's financial status.
9. A financial board report is provided to the Park Board of Commissioners with a detailed overview of the agency's financial performance and explanation of results and variances to serve as a tool for decision-making at the highest level of the District.

Adopted and Approved by Board of Commissioners: August 19, 2024



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION 24-0823: OSLAD GRANT PROGRAM
RESOLUTION OF AUTHORIZATION**

AGENDA NO: 8-E

MEETING DATE: JULY 15, 2024

STAFF REVIEW:

Deputy Director, Bob Johnson

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey

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

The Oak Brook Park District, along with the professional services of Upland Design Ltd, are beginning the conceptual design process for the replacement and enlargement of the existing outdoor tennis and pickleball courts, as well as a Family Recreation Center playground replacement at Central Park. The Park District currently has a project budget of just over 3 million dollars, but would seek additional funding in the form of grant assistance and/or donation assistance.

The Open Space Land Acquisition and Development grant, or OSLAD, is a matching grant administered through the Illinois Department of Natural Resources. It is funded through a portion of the Illinois real estate transfer tax. The grant provides up to \$600,000 in matching funds for qualified projects through a competitive application and selection process.

A public meeting will be held in July or August to gather public input on the potential projects.

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

Staff anticipates that the conceptual design for these redevelopments will reflect improvements which will be consistent with OSLAD criteria for funding assistance. Project implementation would not take place until after May 2025 at the earliest.

ACTION PROPOSED: For Review and Discussion Only

**OSLAD Grant Program
Resolution of Authorization**

Form OS/DOC-3

Applicant (Sponsor) Legal Name: Oak Brook Park District

Project Title: Central Park Enhancement Project

The Oak Brook Park District (Sponsor) hereby certifies and acknowledges that it has the sufficient funds necessary (includes cash and value of donated land) to complete the pending OSLAD project within the timeframes specified herein for project execution, and that failure to adhere to the specified project timeframe or failure to proceed with the project because of insufficient funds or change in local recreation priorities is sufficient cause for project grant termination which will also result in the ineligibility of the local project sponsor for subsequent Illinois IDNR outdoor recreation grant assistance consideration in the next two (2) consecutive grant cycles following project termination.

Acquisition and Development Projects

It is understood that the project must be completed within the timeframe established. The OSLAD timeframe is two years as is specified in the project agreement. The Billing Certification Statement must be submitted within 45 days of the grant expiration date and the last reimbursement request must be submitted within one year of the grant expiration date. Failure to do so will result in the Project Sponsor forfeiting all project reimbursements and relieves IDNR from further payment obligations on the grant.

The Oak Brook Park District (Sponsor) further acknowledges and certifies that it will comply with all terms, conditions and regulations of 1) the Open Space Lands Acquisition and Development (OSLAD) program (17 IL Adm. Code 3025); 2) the Illinois Grant Funds Recovery Act (30 ILCS 705); 3) the federal Uniform Relocation Assistance & Real Property Acquisition Policies Act of 1970 (P.L. 91-646) and/or the Illinois Displaced Persons Relocation Act (310 ILCS 40 et. seq.), as applicable; 4) the Illinois Human Rights Act (775 ILCS 5/1-101 et.seq.); 5) Title VI of the Civil Rights Act of 1964, (P.L. 83-352); 6) the Age Discrimination Act of 1975 (P.L. 94-135); 7) the Civil Rights Restoration Act of 1988, (P.L. 100-259); and 8) the Americans with Disabilities Act of 1990 (PL 101-336); and will maintain the project area in an attractive and safe condition, keep the facilities open to the general public during reasonable hours consistent with the type of facility, cease any farming operations, and obtain from the Illinois DNR written approval for any change or conversion of approved outdoor recreation use of the project site prior to initiating such change or conversion; and for property **acquired** with OSLAD assistance, agree to place a covenant restriction on the project property deed at the time of recording that stipulates the property must be used, in perpetuity, for public outdoor recreation purposes in accordance with the OSLAD programs and cannot be sold or exchanged, in whole or part, to another party without approval from the Illinois DNR, and that development at the site will commence within 3 years.

BE IT FURTHER PROVIDED that the Oak Brook Park District (Sponsor) certifies to the best of its knowledge that the information provided within the attached application is true and correct.

This Resolution of Authorization has been duly discussed and adopted by the Oak Brook Park District (Sponsor) on the 19 day of August (month), 2024 (year)

Sharon Knitter

Name (printed / typed)

Attested by: _____

Signature

Date: _____

President, Board of Commissioners

Title

The next Regular Meeting of the Oak Brook Park District Board of Commissioners will be held on August 19, 2024, 6:30 p.m.

Adjournment