



Oak Brook Park District Board Packet

July 19, 2021

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

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

www.obparks.org





AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
July 19, 2021 – 6:30 p.m.
Canterberry Room

1. CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL
2. OPEN FORUM
3. CONSENT AGENDA
 - a. APPROVAL OF JULY 19, 2021 AGENDA
 - b. APPROVAL OF MINUTES
 - i. June 21, 2021 Regular Board Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING JUNE 30, 2021
 - i. Warrant 649
4. COMMUNICATIONS/PROCLAMATIONS
Board of Commissioners to share communications
5. STAFF RECOGNITION
 - a. None
6. REPORTS:
 - a. Communications, IT, and Administration Report
 - b. Finance & Human Resources Report
 - c. Recreation & Facilities Report
 - d. Parks & Planning Report

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AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
July 19, 2021 – 6:30 p.m.
Canterberry Room

7. UNFINISHED BUSINESS

- a. Ordinance 21-0719: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

8. NEW BUSINESS

- a. Tennis Courts Resurfacing Project Bid
- b. Little League Field Use
- c. Personnel Request - Full Time Park Technician (**Requires Waiving the Board Rules to Approve at this Meeting.)
- d. Resolution 21-0816: OSLAD Grant Program Resolution of Authorization
- e. Ordinance 21-0817: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings.
- f. Revision to Personnel Policy Manual Section 3.10 - Time Off Benefits - Personal Time

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON AUGUST 16, 2021

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 19, 2021 – 6:30 p.m.
Canterberry Room

1. CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND 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 JULY 19, 2021 AGENDA
 - b. APPROVAL OF MINUTES
 - i. June 21, 2021 Regular Board Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING JUNE 30, 2021
 - i. Warrant 649
4. COMMUNICATIONS/PROCLAMATIONS *[For Review and Discussion Only.]*
Board of Commissioners to share communications
5. STAFF RECOGNITION
 - a. None
6. REPORTS: *[For Review and Discussion Only.]*
 - a. Communications, IT, and Administration Report
 - b. Finance & Human Resources Report
 - c. Recreation & Facilities Report
 - d. Parks & Planning Report

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AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
July 19, 2021 – 6:30 p.m.
Canterberry Room

7. UNFINISHED BUSINESS

- a. Ordinance 21-0719: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof *[Request a motion and a second to approve Ordinance 21-0719: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof. Roll Call Vote...]*

8. NEW BUSINESS

- a. Tennis Courts Resurfacing Project Bid *[For Review and Discussion Only.]*
- b. Little League Field Use *[For Review and Discussion Only.]*
- c. Personnel Request - Full Time Park Technician (**Requires Waiving the Board Rules to Approve at this Meeting.) *[Request a motion and a second to waive the Board Rules to approve at this meeting the Personnel Request – Full Time Park Technician. Roll Call Vote... Then request a motion and a second to approve the Personnel Request – Full Time Park Technician. Roll Call Vote...]*
- d. Resolution 21-0816: OSLAD Grant Program Resolution of Authorization *[For Review and Discussion Only.]*
- e. Ordinance 21-0817: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings. *[For Review and Discussion Only.]*
- f. Revision to Personnel Policy Manual Section 3.10 - Time Off Benefits - Personal Time *[For Review and Discussion Only.]*

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON AUGUST 16, 2021 *[Announce the Next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on August 16, 2021.]*

10. ADJOURNMENT *[Request a motion and a second to adjourn the July 19, 2021 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 21, 2021 – 6:30 p.m.
Canterbury Conference Room

1. CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL

President Knitter called to order the regular meeting of the Oak Brook Park District Board of Commissioners at the hour of 6:33 p.m. Commissioners Ivkovic Kelley, Suleiman, Truedson, and President Knitter answered “present” from the Oak Brook Park District Family Recreation Center, Canterbury Conference Room. Also present in Canterbury Conference Room were Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Dave Thommes, Deputy Director and Bob Johnson, Director of Parks and Planning.

2. OPEN FORUM

President Knitter asked if there were any public comments.

Leo Danielides, President of the Oak Brook Little League addressed the Board.

Mr. Danielides stated since the relationship began with the Oak Brook Park District historically the Oak Brook Little League organization has never been asked to pay for usage and field rentals.

Mr. Danielides has spoken to several of the former Presidents of the Oak Brook Little League and their treasures who have also said they have never made a payment for usage or rental of the fields.

President Knitter explained historically that was correct, in exchange, the Oak Brook Little League has made large donations, as time has passed donations have been unreliable.

Mr. Danielides stated President Knitter was correct. Adding, the Oak Brook Little League does not interfere with the Park Districts' other programming and works around the other organization's schedules. In the past, the league has paid for field maintenance, a scoreboard, fences, etc. Through donations, they have added batting equipment.

Mr. Danielides asked the Board what exactly they were looking for in a continued partnership.

President Knitter stated this being brought up was good, as the relationship has been good but things have changed. Continuing partnership for the future, creating a more structured partnership is something the Park District would like to discover. Over the last 20 years the Park District has changed, and creating a written agreement would allow both parties to be more transparent.

Mr. Danielides asked President Knitter how she may feel about removing the Oak Brook kids from playing on the Park District fields.

President Knitter explained to Mr. Danielides the Oak Brook Little League are not the only children of Oak Brook who play and benefit from the Park District fields, the Board would like to seek what the correct relationship would look like and move to schedule the fall usage.

Dr. Laure Kosey, Executive Director, stated she would like to see how the Oak Brook Little League would like to utilize the fields, how often they would utilize the fields, and how the Oak Brook Park District would price the usage, in return for a more equal partnership.

President Knitter stated then both parties would then understand the relationship.

3. CONSENT AGENDA

- a. APPROVAL OF JUNE 21, 2021 AGENDA
- b. APPROVAL OF MINUTES
 - i. May 17, 2021, Public Hearing and Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING MAY 31, 2021
 - i. Warrant 648

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman 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 Ivkovic Kelley, Suleiman, Truedson, and President Knitter.
Nays: None

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to approve the Consent Agenda as presented.

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

Ayes: Commissioners Ivkovic Kelley, Suleiman, Truedson, and President Knitter.
Nays: None

4. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications

President Knitter stated the relationship between the Park District and the Sikich's is great, the Cori's Kids Triathlon is a great event.

Dr. Kosey stated that the event is one of her favorites.

- b. Proclamation "July is Park and Recreation Month"

President Knitter stated July is Park and Recreation Month and that is great.

Commissioner Tom Truedson signed a proclamation acknowledging the month as Parks and Recreation Month.

5. STAFF RECOGNITION

- a. None

6. REPORTS:

- a. Communications, IT, and Administration Report

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

Dr. Kosey reported a change in the board reports, as memos are now all in one spot, and this has been a great adjustment.

Dr. Kosey stated there has been a lot of memorial benches sold, and all of Totem Plaza benches have been sold. There is a plan for adding more spots for memorial benches.

President Knitter asked if the Park District was having a difficult time hiring staff.

Dr. Kosey stated there has been difficulty specifically hiring for the Part-Time Administrative Services Assistant position. As well, as for Part-Times Parks Technicians. There has been an adjustment in the budget to help the Parks Department get staffed. They will be opening a full-time position up sooner to get candidates because they are severely understaffed. The Parks Department is behind because they need more team members.

President Knitter explained the Park District may want to utilize the part-time funds of the unstaffed position to pay another company to come out and help the Parks Department. As the Hinsdale Nursery could have their crew come and plant flowers.

Commissioner Suleiman stated they could make a volunteer event to plant flowers.

Dr. Kosey stated doing a volunteer event would take a lot of time, and there is not enough staff to organize an event.

Mr. Johnson stated the Park District has good relationships with a lot of vendors. The Oak Brook Park District's land has grown with the maintaining of the Sports Core Fields and the opening of the North Athletic Fields, with a lot more to do there simply is not enough full-time staff to take maintain it promptly.

President Knitter stated using the funds from a vacant part-time employee to pay for services needed would benefit full-time staff, as the Park District does not want to burn out the team.

Dr. Kosey asked the Board for input on potentially placing banners on the outfield of the Baseball Field fences.

President Knitter explained she would have no issue offering that to potential clients, as they do something similar on the Polo Fields at the Village.

b. Finance & Human Resources Report

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

Mr. Salinas reported to the Board the first month of the fiscal year.

Mr. Salinas stated this year's financials compared to last year look very different, as last year at this time the Park District closed its doors from the end of March to May. With the Pandemic restrictions easing over the past several months, there has been more activity.

President Knitter asked Mr. Salinas to give reports including the last two years, as that would help the Board get a better understanding of the financials.

Mr. Salinas stated that could be completed for future meetings, and cautioned a lot of variables have changed in the last two years.

Commissioner Truedson agreed with President Knitter and believes the comparison from 2019 to the current would give a better snapshot of the Park Districts' financials. Then the Board could see more meaningful and notable anomalies.

Mr. Salinas redirected the Board to the Board Packet, the Recreation Fund is in line with the budget, or is shown to be above revenues. As levels are beginning to pre-pandemic levels revenues are rebounding.

Mr. Salinas stated, the Tennis Center revenue is within budget expectations. With programs for the summer ramping up expense holding line on cost will be important.

Mr. Salinas stated the next report will show two years per the Commissioners request, showing key metrics.

President Knitter asked how long it would take to be able to see the projections taking place.

Dr. Kosey stated the team's objective is to get the reserves in the General and Recreation Fund back to the levels, they were before plus an increase of one-month expenditures.

Mr. Salinas pointed out July 1st the Park District will be renewing health insurance benefits with the Village.

Mr. Salinas also stated in July the financial auditors will be into audit for the 2020 fiscal year. The auditors will come to the Board Meeting in October and present the findings of the audit.

Dr. Kosey stated the Village has informed the Park District they will be exploring options to remove the Park District from their Health Insurance Plan as they are looking for ways to cut costs. If they choose to remove the Park District from the plan, they must give the Park District a one-year notice.

c. Recreation & Facilities Report

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

Mr. Thommes reported to the Board Summer Camp is full. Pickleball, Pioneer activities, and concerts are looking good. There are also a lot of members coming off of hold.

Mr. Thommes stated the pool at the Sports Core renovations is almost completed. The inner glass needed has been completed and the pools will be filled on Wednesday. The last thing they are waiting on is the new ladders which have yet to ship. They will be needing the ladders to pass inspection. The inspection will be completed by the IDPH and the Village.

Mr. Thommes stated members of the Bath and Tennis will be informed via email of the progress.

President Knitter stated she was cautiously optimistic.

Mr. Thommes noted there is still a waitlist and people are still calling to be added, they will be taking thirty-seven people off the waitlist and making them members.

Dr. Kosey informed the Board they are a bit concerned about the capacity limits as they would like to keep the feel more exclusive.

Mr. Thommes stated currently there are 294 members. Once they assess the feel additional may be taken off the waitlist.

Dr. Kosey stated they gave a substantial amount of refunds due to the delayed opening.

Commissioner Suliman asked if anyone took advantage of the deal offered due to the delayed opening.

Mr. Thommes stated one family took advantage.

d. Parks & Planning Report

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

Mr. Johnson reported on a new punch list the Parks Department has been working on.

Mr. Johnson stated the pickleball court construction is underway near Central Park West. New additions include posts for the fence as well as the net posts. The asphalt has been updated and repairs are currently being taken care of before the final sealing goes over.

President Knitter asked how people will come to play the sport on the courts.

Mr. Johnson stated people would come to play.

Dr. Kosey stated staff has not come up with how they will determine how people will play.

President Knitter asked if there will be a sign for times or if there would be a payment to use the courts.

Dr. Kosey informed President Knitter, there are differences between neighborhood courts and Central Park Courts.

Mr. Thommes stated the Recreation Team will be looking at other Park Districts, such as Lombard to see how they manage their pickleball courts.

Mr. Johnson informed the Board the Parks Department has been repairing the Universal Playground and some of the soccer fields.

7. UNFINISHED BUSINESS

a. Appointment of a Person to Fill a Public Office

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to appoint Frank J. Trombetta to fill the vacancy in the Commissioner Office.

President Knitter stated Frank Trombetta has formally served the Board of Commissioners for 12 years. He has been voted in by the residents in two races. Frank Trombetta is very reliable and would continue to be an asset.

Ayes: Commissioners Ivkovic Kelley, Suleiman, Truedson, and President Knitter.

Nays: None

i. Administration of the Oath of Office (By Dr. Laure L. Kosey, Executive Director)

Dr. Kosey administered Oath of Office to Frank Trombetta

Frank Trombetta was welcomed by Board.

b. Central Park Monument Sign Bid

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to accept the bid from Parvin-Clauss Sign Company for the Monument Signage Project and to approve an agreement between the Oak Brook Park District and Parvin-Clauss Sign Company for a not-to-exceed cost of \$35,132.00.

Commissioner Suleiman asked if there were any additional bids for the monument signage.

Dr. Kosey informed Commissioner Suleiman there was another bid but it came in late. There were also two other bids for the signs, however, they have chosen to go with a company who had a good recommendation from the village.

Ayes: Commissioners Ivkovic Kelley, Suleiman, Trombetta, Truedson, and President Knitter.
Nays: None

c. Compact Track Skid Loader Purchase through Sourcewell Cooperative Purchasing Group

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to approve the purchase of a John Deere 325G Compact Track Loader from AHW, LLC through the Sourcewell Purchasing Cooperative for a total cost of \$43,434.54

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

Ayes: Commissioners Ivkovic Kelley, Suleiman, Trombetta, Truedson, and President Knitter.
Nays: None

d. Asphalt Pavement Replacement Bid

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to accept the Bid Submittals from Accu-Paving Co., a division of Mertes Contracting Corporation, in the amount of \$64,200 for the Base Bid for the Central Park Asphalt Project, an amount of \$10,000 for the Base Bid for the Saddle Brook Asphalt Project, and an amount of \$11,603 for the Alternate Bid for the Central Park Pool Drive Project, and to approve an Agreement between the Oak Brook Park District and Accu-Paving Co., a division of Mertes Contracting Corporation, in the amount of \$85,830.

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

Ayes: Commissioners Ivkovic Kelley, Suleiman, Trombetta, Truedson, and President Knitter.
Nays: None

e. Ordinance 21-0621: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to approve Ordinance 21-0621: An Ordinance Declaring Surplus Personal Property and Authorizing the Conveyance Thereof.

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

Ayes: Commissioners Ivkovic Kelley, Suleiman, Truedson, and President Knitter.
Nays: None

8. NEW BUSINESS

a. Ordinance 21-0719: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

President Knitter asked how the surplus would be split.

Dr. Kosey stated there are two different places for the surplus to go and they will be going in multiple directions.

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JULY 19, 2021, 6:30 p.m.

President Knitter announced the next Regular Meeting of the Oak Brook Park District of Park Commissioners will be held on July 19, 2021, at 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta to adjourn the June 21, 2021, regular meeting of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote and the meeting adjourned at the hour of 7:13 pm.

Laure L. Kosey, Executive Director

Financial Statement

Oak Brook Park District
General Fund Revenue and Expenditure Summary - Unaudited
Fiscal Year-to-Date Activity through June 30 2021, 2020 and 2019
16.67% completed (2 out of 12 months)

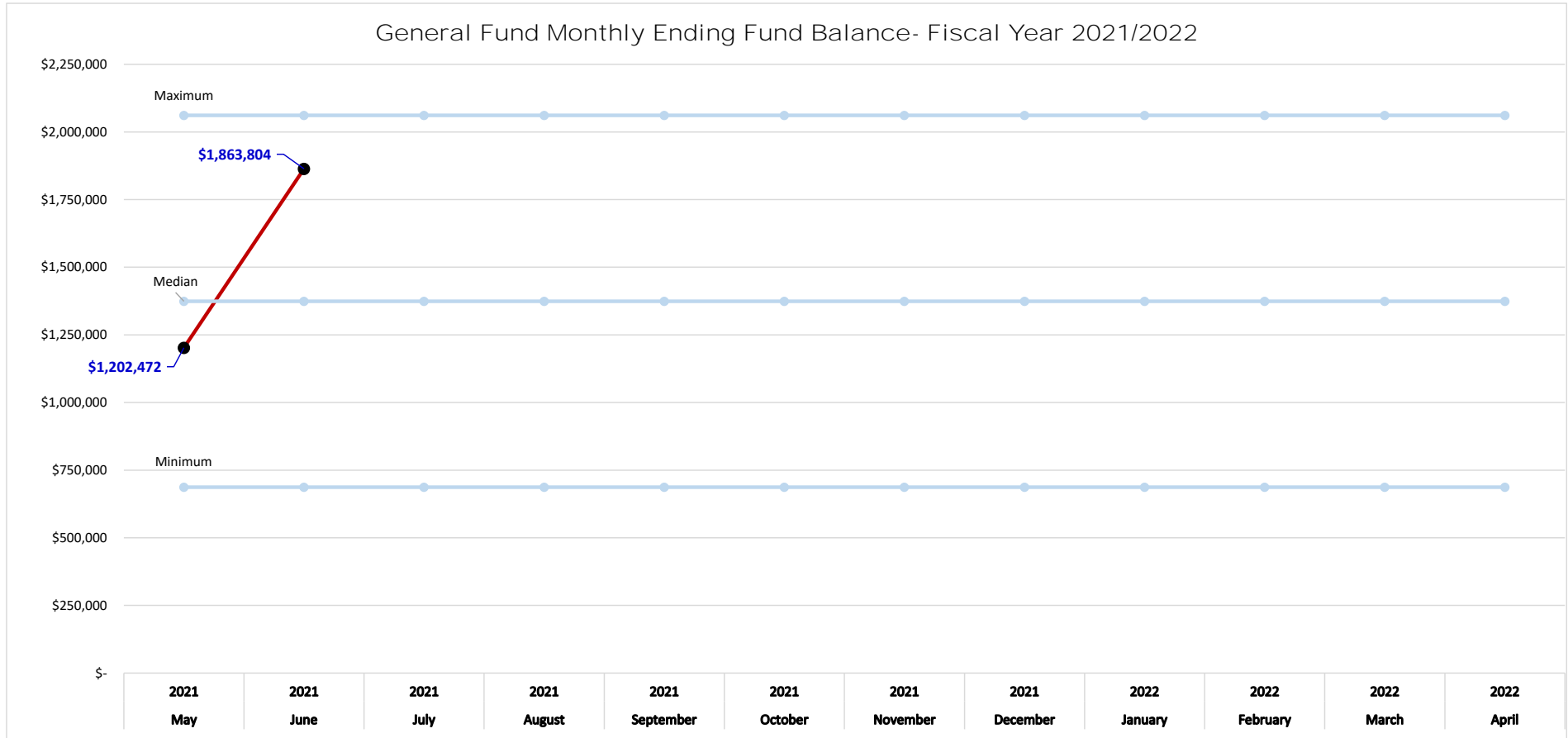
	Fiscal Year 2021/2022 Highlighted items reflect more than 8.33% variance						FY 2021/2022 compared to FY 2019/2020 Highlighted items reflect more than 10% variance			"Covid-19 Year"	
	Original Annual Budget	June 2021 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 YTD Actual	FY 2021/2022 YTD Higher/(Lower) than 2019/2020 YTD Actual	Percent Change		Fiscal Year 2020/2021 YTD Actual
REVENUES											
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	-	N/A	\$ -
Finance											
Property Taxes	1,608,036	642,665	768,435	-	768,435	47.8%	763,212	5,223	0.7%		785,128
Personal Prop. Repl. Taxes	99,912	-	36,704	-	36,704	36.7%	25,703	11,001	42.8%		14,082
Investment Income	4,800	187	381	-	381	7.9%	1,901	(1,520)	-80.0%		1,776
Other	10,500	434	1,125	-	1,125	10.7%	3,267	(2,143)	-65.6%		2,409
Central Park North	65,000	55,175	56,113	-	56,113	86.3%	11,275	44,838	397.7%		263
Central Park	165,000	98,273	134,628	-	134,628	81.6%	54,702	79,925	146.1%		10,247
Building-Recreation Center	863,507	48,375	86,739	-	86,739	10.0%	69,925	16,814	24.0%		23,861
Central Park West	59,100	7,527	12,830	-	12,830	21.7%	12,536	293	2.3%		(4,108)
TOTAL REVENUES	\$ 2,875,855	\$ 852,636	\$ 1,096,954	\$ -	\$ 1,096,954	38.1%	\$ 942,523	\$ 154,431	16.4%		\$ 833,658
EXPENDITURES											
Administration	\$ 466,751	\$ 37,199	\$ 68,844	\$ 4,174	73,018	14.7%	\$ 74,334	\$ (5,489)	-7.4%		\$ 57,743
Finance	450,092	29,826	50,486	16,404	66,890	11.2%	63,519	(13,033)	-20.5%		55,642
Central Park North	23,082	4,928	5,218	2,228	7,445	22.6%	4,854	364	7.5%		1,808
Central Park	690,755	55,603	89,080	60,552	149,632	12.9%	94,596	(5,516)	-5.8%		78,542
Saddlebrook Park	25,498	1,434	1,531	6,526	8,057	6.0%	2,123	(592)	-27.9%		1,853
Forest Glen Park	26,624	993	3,484	7,307	10,791	13.1%	1,280	2,204	172.2%		3,627
Chillem Park	9,774	270	335	902	1,237	3.4%	230	105	45.7%		438
Dean Property	11,531	501	699	2,463	3,162	6.1%	3,122	(2,422)	-77.6%		676
Professional Services	46,000	-	-	2,040	2,040	0.0%	1,325	(1,325)	-100.0%		-
Contracts- Maint. DNS	26,000	-	-	11,734	11,734	0.0%	-	-	N/A		2,000
Building-Recreation Center	917,285	58,684	101,218	50,434	151,652	11.0%	115,616	(14,397)	-12.5%		64,376
Central Park West	55,094	1,866	3,104	4,596	7,700	5.6%	4,669	(1,564)	-33.5%		2,493
TOTAL EXPENDITURES	\$ 2,748,485	\$ 191,304	\$ 324,000	\$ 169,359	\$ 493,360	11.8%	\$ 365,667	\$ (41,666)	-11.4%		\$ 269,197
TRANSFERS OUT	\$ 250,000	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	-	N/A	\$ -
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 2,998,485	\$ 191,304	\$ 324,000	\$ 169,359	\$ 493,360	10.8%	\$ 365,667	\$ (41,666)	-11.4%		\$ 269,197
REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT	\$ (122,631)	\$ 661,332	\$ 772,953	\$ (169,359)	\$ 603,594	-630.3%	\$ 576,856	\$ 196,097	34.0%		\$ 564,461

Note> Fiscal year 2021/2022 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2019/2020, the highlighted items reflect a variance of +/-10.00% or greater. Due to the significant impact that the COVID-19 pandemic had on our operations during fiscal year 2020/2021, this schedule compares current fiscal year activity against fiscal year 2019/2020 activity.

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

Actuals- Unaudited

	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022
Beginning Unassigned	\$ 1,090,851	\$ 1,202,472										
Monthly Net Surplus/(Deficit)	111,621	661,332										
Ending Unassigned	\$ 1,202,472	\$ 1,863,804										



Minimum (3 months Exp.)	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121	\$ 687,121
Median (6 months Exp.)	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243	\$ 1,374,243
Maximum (9 months Exp.)	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364	\$ 2,061,364

Oak Brook Park District
Recreation Fund Revenue and Expenditure Summary - Unaudited
Fiscal Year-to-Date Activity through June 30 2021, 2020 and 2019
16.67% completed (2 out of 12 months)

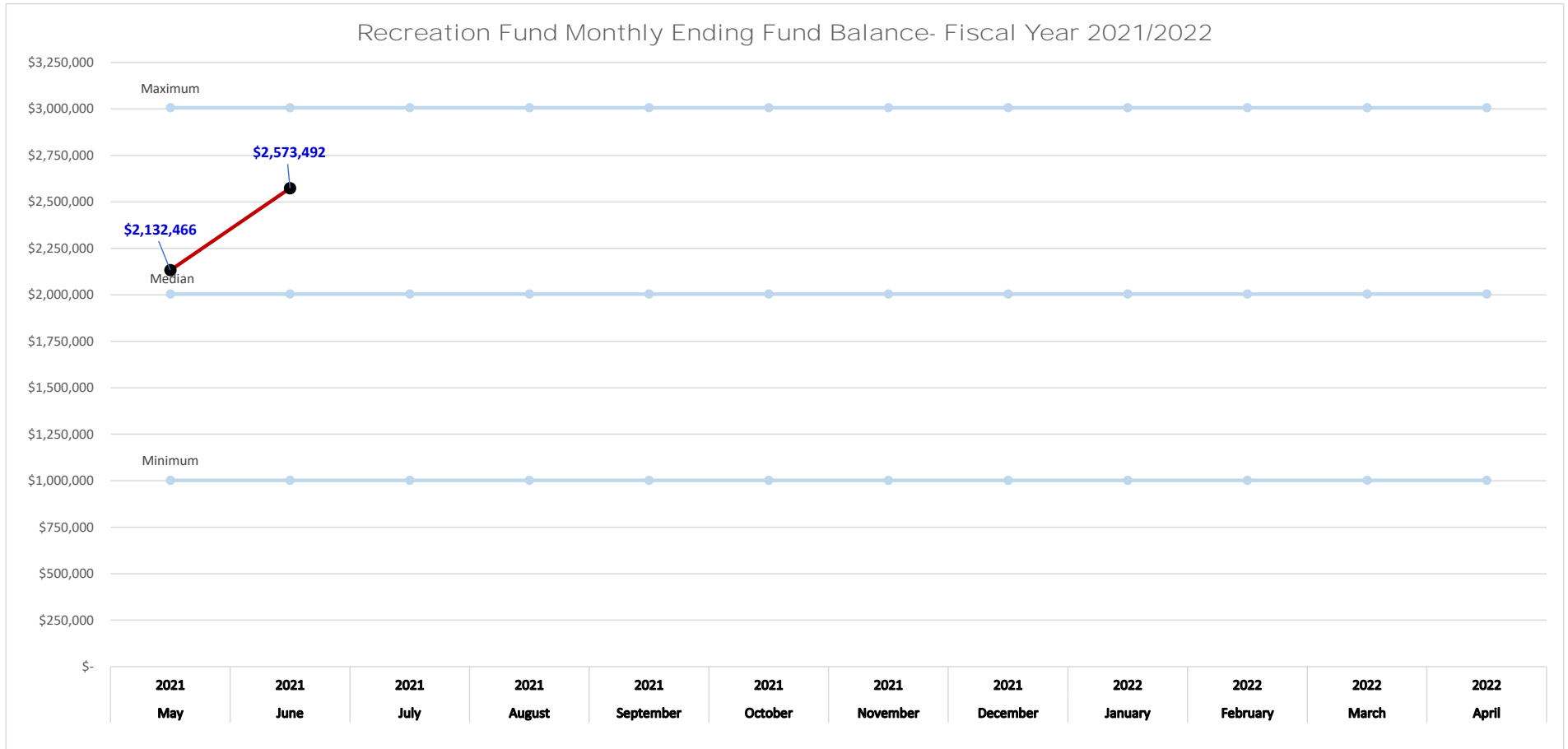
	Fiscal Year 2021/2022 Highlighted items reflect more than 8.33% variance						FY 2021/2022 compared to FY 2019/2020 Highlighted items reflect more than 10% variance			"Covid-19 Year"
	Original Annual Budget	June 2021 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 YTD Actual	FY 2021/2022 YTD Higher/(Lower) than 2019/2020 YTD Actual	Percent Change	Fiscal Year 2020/2021 YTD Actual
REVENUES										
Administration										
Property Taxes	\$ 1,250,250	\$ 499,249	\$ 596,953	\$ -	\$ 596,953	47.7%	\$ 451,681	\$ 145,272	32.2%	\$ 487,890
Personal Prop. Repl. Taxes	31,454	-	11,555	-	11,555	36.7%	8,092	3,463	42.8%	4,433
Investment Income	10,000	209	425	-	425	4.3%	3,003	(2,578)	-85.8%	2,204
Other	2,000	235	481	-	481	24.1%	459	23	4.9%	55
Fitness Center	687,837	31,634	54,173	-	54,173	7.9%	143,027	(88,854)	-62.1%	18,869
Aquatic Center	468,401	32,078	67,282	-	67,282	14.4%	87,950	(20,668)	-23.5%	21,191
Aquatic Recreation Prog.	697,617	43,736	106,746	-	106,746	15.3%	167,213	(60,467)	-36.2%	17,887
Children's Programs	231,035	10,572	72,143	-	72,143	31.2%	41,455	30,688	74.0%	12,287
Preschool Programs	269,592	2,647	28,337	-	28,337	10.5%	32,559	(4,222)	-13.0%	8,224
Youth Programs	214,498	2,790	122,823	-	122,823	57.3%	180,561	(57,738)	-32.0%	44,823
Adult Programs	47,745	2,194	5,910	-	5,910	12.4%	18,654	(12,745)	-68.3%	60
Pioneer Programs	67,400	1,412	13,457	-	13,457	20.0%	24,302	(10,845)	-44.6%	5,456
Special Events and Trips	135,770	4,749	11,315	-	11,315	8.3%	50,798	(39,484)	-77.7%	1,384
Marketing	49,000	-	-	-	-	0.0%	25,200	(25,200)	-100.0%	-
Capital Outlay	-	-	-	-	-	N/A	-	-	N/A	-
TOTAL REVENUES	\$ 4,162,599	\$ 631,505	\$ 1,091,599	\$ -	\$ 1,091,599	26.2%	\$ 1,234,953	\$ (143,354)	-11.6%	\$ 624,764
EXPENDITURES										
Administration	\$ 906,213	\$ 45,667	\$ 80,380	\$ 29,346	\$ 109,725	8.9%	\$ 86,782	\$ (6,403)	-7.4%	\$ 116,859
Fitness Center	463,454	18,572	34,045	26,550	60,595	7.3%	86,088	(52,043)	-60.5%	21,237
Aquatic Center	866,125	60,058	93,194	53,831	147,025	10.8%	98,110	(4,917)	-5.0%	54,512
Aquatic Recreation Prog.	320,182	20,368	30,193	1,667	31,860	9.4%	40,386	(10,194)	-25.2%	3,155
Children's Programs	190,904	5,853	15,275	20,561	35,836	8.0%	7,680	7,595	98.9%	1,511
Preschool Programs	237,585	1,329	8,521	328	8,849	3.6%	18,981	(10,460)	-55.1%	2,681
Youth Programs	154,120	8,747	9,626	-	9,626	6.2%	24,489	(14,863)	-60.7%	3,002
Adult Programs	35,704	275	744	5,205	5,949	2.1%	3,553	(2,809)	-79.1%	85
Pioneer Programs	140,370	7,495	12,665	950	13,615	9.0%	6,637	6,028	90.8%	70
Special Events and Trips	96,928	2,791	3,280	2,785	6,064	3.4%	35,868	(32,588)	-90.9%	6,305
Marketing	307,569	19,324	29,844	21,242	51,086	9.7%	49,164	(19,319)	-39.3%	33,705
Capital Outlay	289,000	-	-	40,563	40,563	0.0%	-	-	N/A	60,773
TOTAL EXPENDITURES	\$ 4,008,153	\$ 190,479	\$ 317,766	\$ 203,027	\$ 520,794	7.9%	\$ 457,738	\$ (139,972)	-30.6%	\$ 303,894
TRANSFERS OUT	\$ 312,548	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	N/A	-
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 4,320,701	\$ 190,479	\$ 317,766	\$ 203,027	\$ 520,794	7.4%	\$ 457,738	\$ (139,972)	-30.6%	\$ 303,894
REVENUES OVER (UNDER) EXPENDITURES	\$ (158,102)	\$ 441,026	\$ 773,833	\$ (203,027)	\$ 570,806	-489.5%	\$ 777,215	\$ (3,382)	-0.4%	\$ 320,870

Note> Fiscal year 2021/2022 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2019/2020, the highlighted items reflect a variance of +/-10.00% or greater. Due to the significant impact that the COVID-19 pandemic had on our operations during fiscal year 2020/2021, this schedule compares current fiscal year activity against fiscal year 2019/2020 activity.

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

Actuals- Unaudited

	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022
Beginning Committed	\$ 1,799,659	\$ 2,132,466										
Monthly Net Surplus/(Deficit)	332,807	441,026										
Ending Committed	\$ 2,132,466	\$ 2,573,492										



Minimum (3 months Exp.)	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038	\$ 1,002,038
Median (6 months Exp.)	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077	\$ 2,004,077
Maximum (9 months Exp.)	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115	\$ 3,006,115

Oak Brook Park District
Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited
Fiscal Year-to-Date Activity through June 30 2021, 2020 and 2019
16.67% completed (2 out of 12 months)

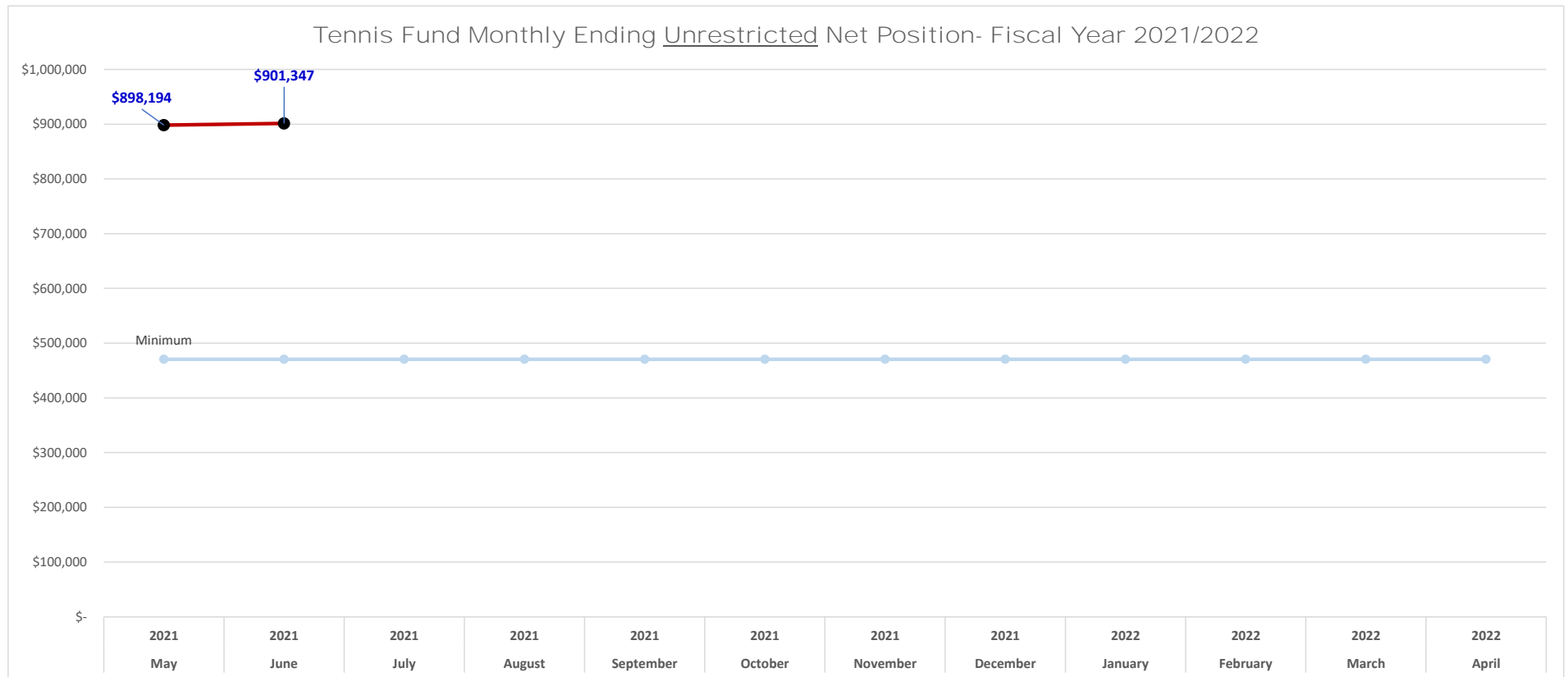
	Fiscal Year 2021/2022 Highlighted items reflect more than 8.33% variance						FY 2021/2022 compared to FY 2019/2020 Highlighted items reflect more than 10% variance			"Covid-19 Year"	
	Original Annual Budget	June 2021 Actual	Year-To-Date (YTD) Actual	Encumbered	YTD Actual + Encumbered	YTD Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 YTD Actual	FY 2021/2022 YTD Higher/(Lower) than 2019/2020			Fiscal Year 2020/2021 YTD Actual
								YTD Actual	YTD Actual		
REVENUES											
Administration	\$ 8,500	\$ 366	\$ 984	\$ -	\$ 984	11.6%	\$ 3,498	\$ (2,514)	-71.9%	\$ 1,235	
Building- Racquet Club	500	-	-	-	-	0.0%	-	-	N/A	-	
Programs- Racquet Club	1,803,000	87,314	357,665	-	357,665	19.8%	407,818	(50,153)	-12.3%	253,627	
TOTAL REVENUES	\$ 1,812,000	\$ 87,679	\$ 358,649	\$ -	\$ 358,649	19.8%	\$ 411,316	\$ (52,667)	-12.8%	\$ 254,862	
EXPENSES											
Administration	\$ 691,588	\$ 36,927	\$ 66,923	\$ 11,968	\$ 78,891	9.7%	\$ 79,895	\$ (12,972)	-16.2%	\$ 50,410	
Building- Racquet Club	375,829	12,112	20,361	63,811	84,172	5.4%	23,126	(2,765)	-12.0%	15,907	
Programs- Racquet Club	814,500	35,487	67,648	753	68,401	8.3%	91,977	(24,328)	-26.5%	53,822	
Capital Outlay	160,000	-	-	-	-	0.0%	-	-	N/A	24,800	
TOTAL EXPENSES	\$ 2,041,916	\$ 84,527	\$ 154,932	\$ 76,532	\$ 231,464	7.6%	\$ 194,997	\$ (40,065)	-20.5%	\$ 144,939	
REVENUES OVER (UNDER) EXPENSES	\$ (229,916)	\$ 3,153	\$ 203,717	\$ (76,532)	\$ 127,185	-88.6%	\$ 216,319	\$ (12,602)	-5.8%	\$ 109,924	

Note> Fiscal year 2021/2022 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing the current fiscal year to fiscal year 2019/2020, the highlighted items reflect a variance of +/-10.00% or greater. Due to the significant impact that the COVID-19 pandemic had on our operations during fiscal year 2020/2021, this schedule compares current fiscal year activity against fiscal year 2019/2020 activity.

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

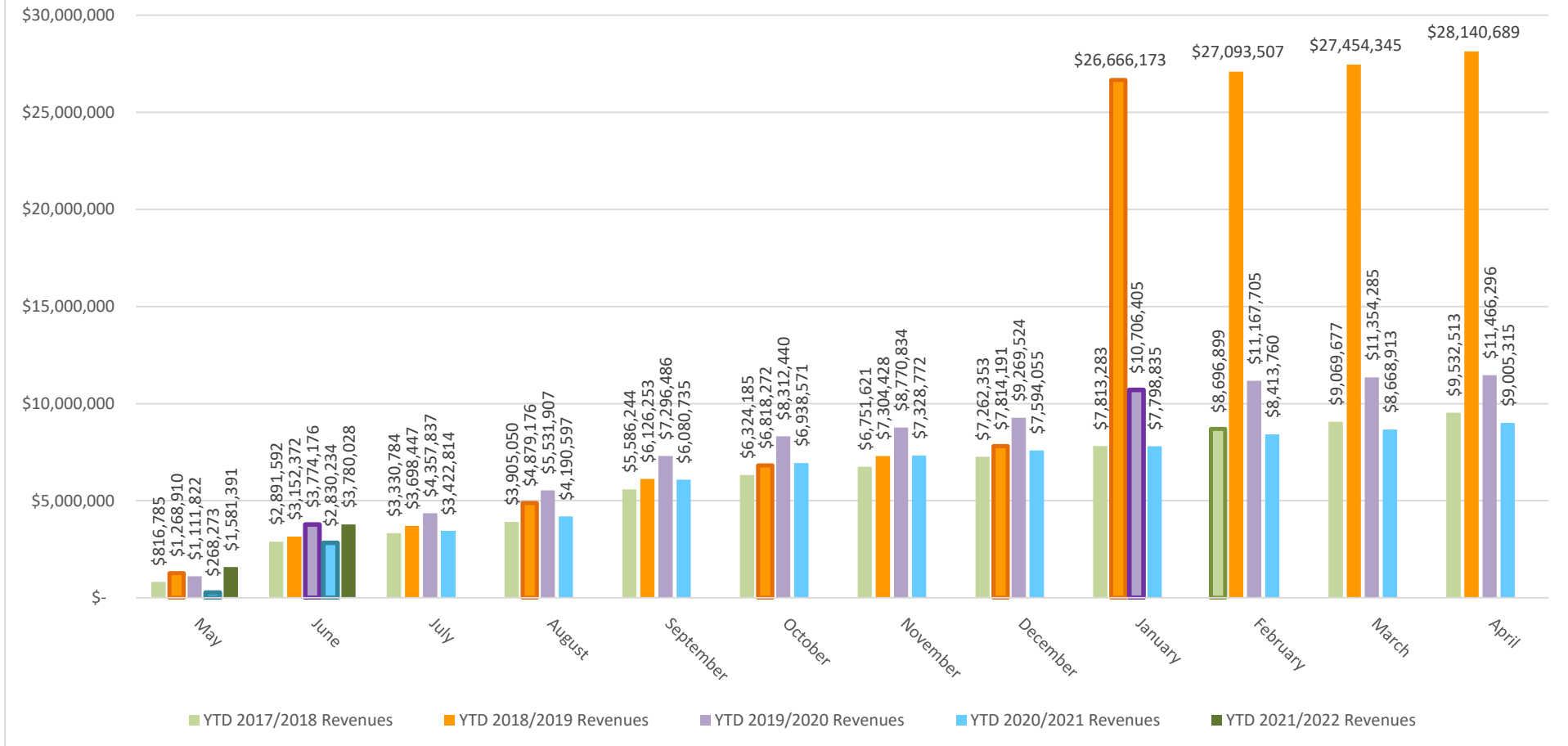
Actuals- Unaudited

	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022
Beginning Investment in Capital Assets	\$ 1,779,633	\$ 1,779,633										
Beginning Unrestricted	697,630	898,194										
Monthly Net Surplus/(Deficit)	200,564	3,153										
Ending Investment in Capital Assets	1,779,633	1,779,633										
Ending Unrestricted	898,194	901,347										



Minimum (3 months Exp.)	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479	\$ 470,479
Median (6 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Maximum (9 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

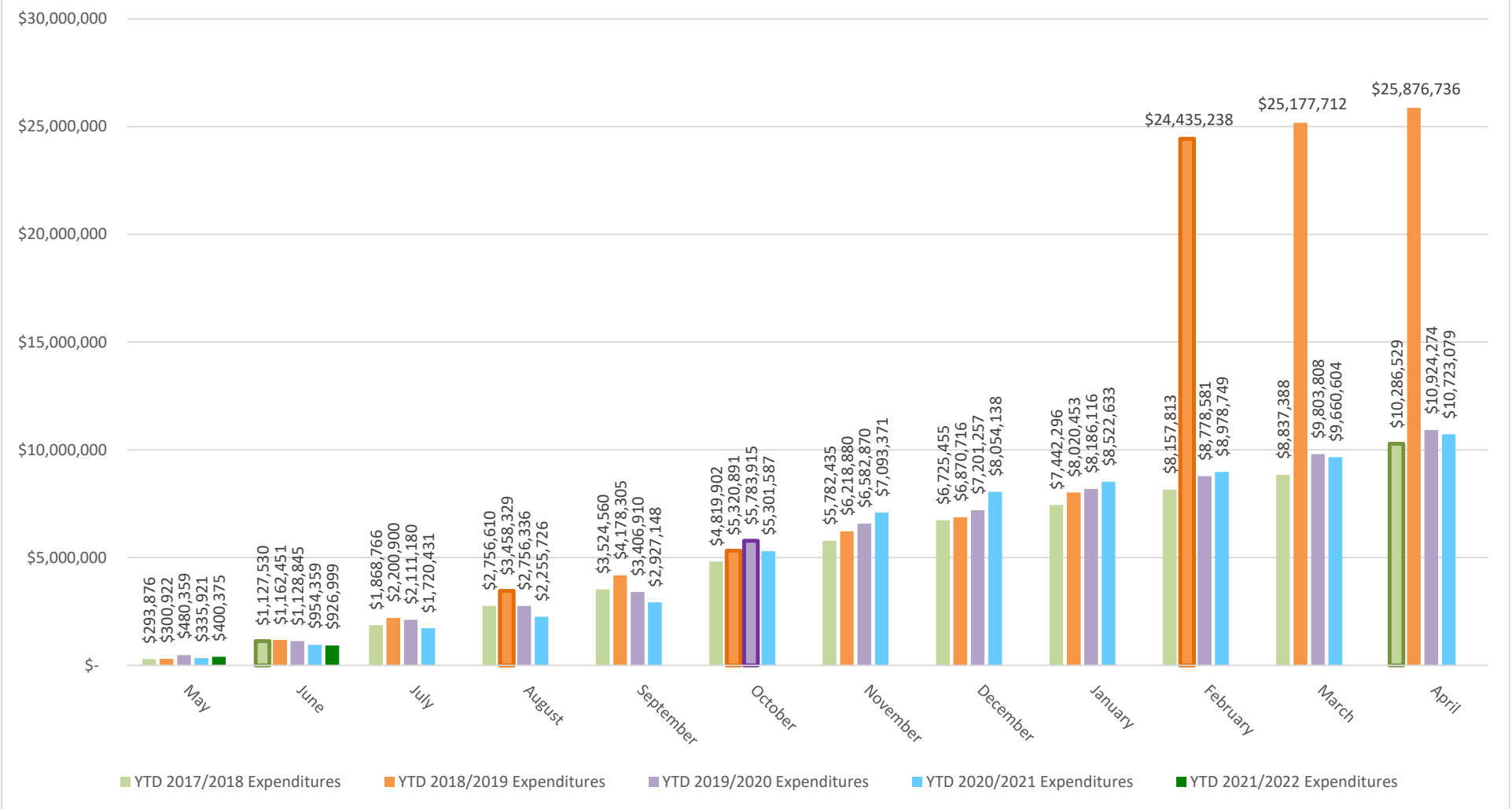
Oak Brook Park District- Consolidated Year-to-Date Revenues (excluding transfers in)



NOTES

- 2017/2018:** In February 2018 we recorded \$500,000 in debt certificate proceeds in the Capital Projects Fund and such proceeds are being used to fund the construction of the universal playground. This is one reason for the large increase in YTD revenues.
- 2018/2019:** Historically, we have received the largest portions of our property taxes in June and September. In FY 2018/2019 we received approximately \$418,000 in property taxes in May and another \$522,000 in August; a month earlier than usual. In addition, this fiscal year is benefitting from approximately \$229,000 in new revenues related to our management of the Village's aquatic center. Tennis group lesson revenue is also significantly higher than prior year. In January 2019 the District received approximately \$18.1 million in bond proceeds to be used for the purchase of 34 acres of land.
- 2019/2020:** The large increase in YTD revenues beginning in June 2019 is attributed to the increase in property tax receipts in our Debt Service Fund for the repayment of our 2019 "referendum" bonds. The 1st payment on these bonds is scheduled for October 30, 2019. In January 2020, we recorded \$450,000 in proceeds from the issuance of our 2020 debt certificates plus another \$500,000 in proceeds from a promissory note. These proceeds to fund various outdoor lighting upgrades.
- 2020/2021:** The large decreases in May and June 2020 revenues is attributed to the closure of all our indoor and outdoor recreation facilities as a result of the COVID-19 pandemic. Such closure began in Mid-March and extended through the end of June 2020, with the resumption of limited on-site programming during the month of June.

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



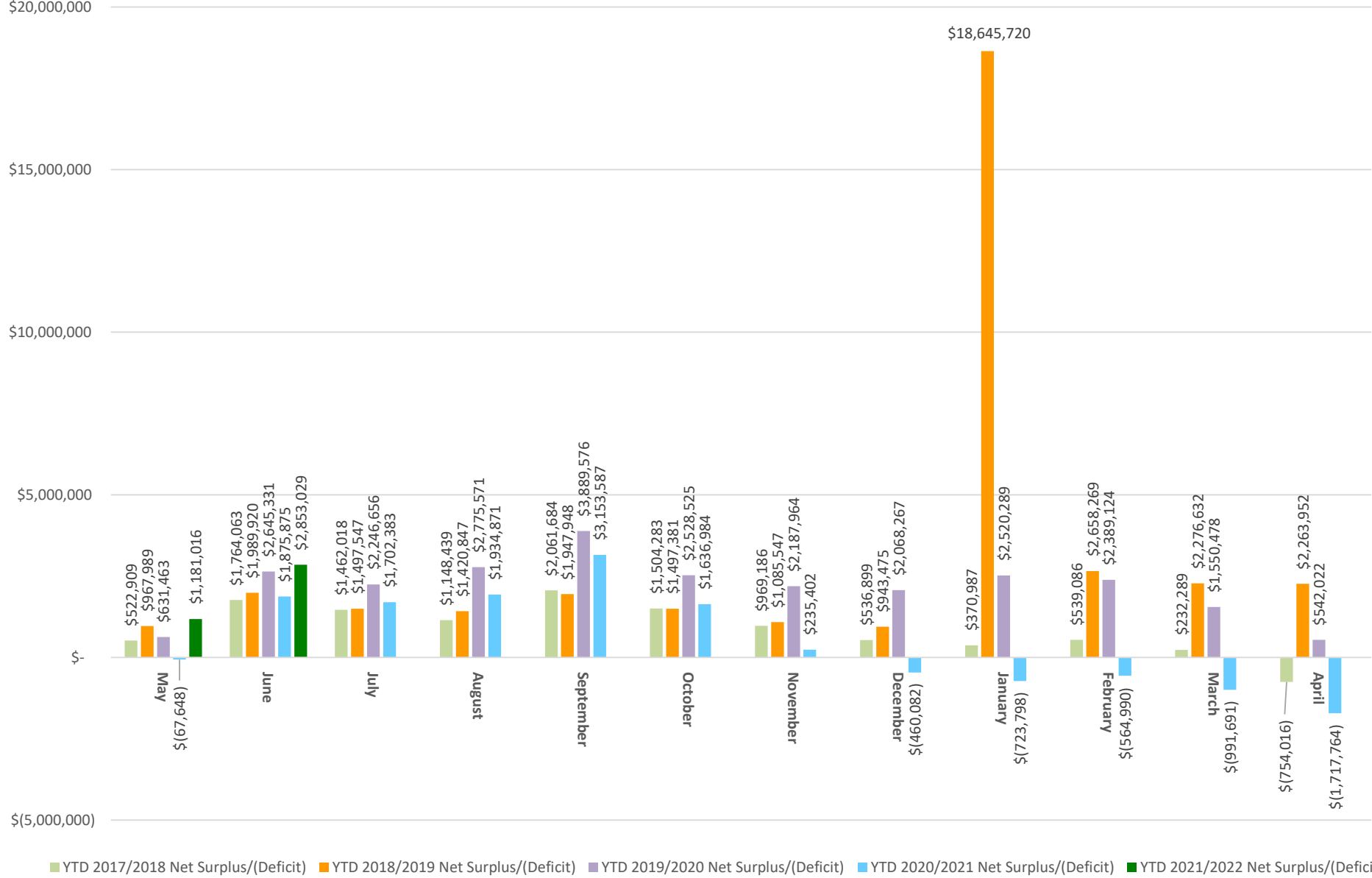
NOTES

2017/2018: During June 2017 and 2018 the Park District recognized three payroll disbursements when compared to two disbursements in June of 2015 & 2016. This is one of the reasons for the increased Y-T-D expenditures in June 2017 and 2018 over the same period in 2016 and 2015. The increased expenditures as of April 30, 2018 are primarily due to increased capital expenditures in our Capital Projects Fund (family locker room) and Tennis Center (HVAC upgrade, reflective ceiling).

2018/2019: The large increase in expenditures during August 2018 is due to the additional capital costs incurred for our Central Park improvement project. During that month we recognized \$502,035 in capital costs which brings the YTD total to \$936,997. In the prior year we had only recognized \$43,525 in capital costs as of the end of August 2017. Additionally, this fiscal year includes new expenditures related to our management of the Village's aquatic center. In February 2019 the District recorded \$15.8 million in capital expenditures for the purchase of 34 acres of land.

2019/2020: During October 2019, we made a \$1,226,621 payment on our 2019 G.O. bonds as well as a \$334,605 payment on our 2016/2012 G.O. bonds.

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





OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENSE REPORT
 June 2021

FUND NAME	FY 2021/2022 ANNUAL BUDGET	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (2 months)
GENERAL CORPORATE FUND			
REVENUES	\$ 2,875,855	\$ 852,636	\$ 1,096,954
EXPENDITURES	2,998,485	191,304	324,000
SURPLUS/(DEFICIT)	\$ (122,631)	\$ 661,332	\$ 772,954
RECREATION FUND			
REVENUES	\$ 4,162,599	\$ 631,505	\$ 1,091,599
EXPENDITURES	4,320,701	190,479	317,766
SURPLUS/(DEFICIT)	\$ (158,102)	\$ 441,026	\$ 773,833
IMRF FUND			
REVENUES	\$ 148,375	\$ 48,047	\$ 67,659
EXPENDITURES	205,000	15,399	30,770
SURPLUS/(DEFICIT)	\$ (56,625)	\$ 32,648	\$ 36,889
LIABILITY INSURANCE FUND			
REVENUES	\$ 137,439	\$ 52,097	\$ 65,018
EXPENDITURES	157,070	3,061	5,520
SURPLUS/(DEFICIT)	\$ (19,632)	\$ 49,036	\$ 59,498
AUDIT FUND			
REVENUES	\$ 12,168	\$ 5,417	\$ 6,481
EXPENDITURES	13,038	-	-
SURPLUS/(DEFICIT)	\$ (870)	\$ 5,417	\$ 6,481
DEBT SERVICE FUND			
REVENUES	\$ 1,845,042	\$ 625,762	\$ 748,231
EXPENDITURES	1,830,142	4,318	4,318
SURPLUS/(DEFICIT)	\$ 14,900	\$ 621,444	\$ 743,913
RECREATIONAL FACILITIES FUND (TENNIS CENTER)			
REVENUES	\$ 1,812,000	\$ 87,679	\$ 358,649
EXPENSES	2,041,916	84,527	154,932
SURPLUS/(DEFICIT)	\$ (229,916)	\$ 3,152	\$ 203,717



OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENSE REPORT
June 2021

FUND NAME	FY 2021/2022 ANNUAL BUDGET	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (2 months)
SPORTS CORE FUND			
REVENUES	\$ 445,638	\$ (175,595)	\$ 253,594
EXPENDITURES	413,922	26,421	31,875
SURPLUS/(DEFICIT)	\$ 31,716	\$ (202,016)	\$ 221,719
SPECIAL RECREATION FUND			
REVENUES	\$ 72,969	\$ 23,003	\$ 27,507
EXPENDITURES	130,194	5,122	8,034
SURPLUS/(DEFICIT)	\$ (57,225)	\$ 17,881	\$ 19,473
CAPITAL PROJECT FUND			
REVENUES	\$ 503,000	\$ 41	\$ 82
EXPENDITURES	405,500	290	12,312
SURPLUS/(DEFICIT)	\$ 97,500	\$ (249)	\$ (12,230)
SOCIAL SECURITY FUND			
REVENUES	\$ 139,081	\$ 48,043	\$ 64,253
EXPENDITURES	235,000	19,531	37,471
SURPLUS/(DEFICIT)	\$ (95,919)	\$ 28,512	\$ 26,782
CONSOLIDATED SUMMARY			
REVENUES	\$ 12,154,165	\$ 2,198,635	\$ 3,780,027
EXPENDITURES	12,750,968	540,452	926,998
SURPLUS/(DEFICIT)	\$ (596,802)	\$ 1,658,183	\$ 2,853,029

OAK BROOK PARK DISTRICT
CONSOLIDATED REVENUES AND EXPENDITURES REPORT
June 2021

	CONSOLIDATED TOTALS
REVENUES	
Property Taxes	\$ 1,944,233
Replacement Taxes	-
Recreation Program Fees	111,678
Fitness Center Fees	31,634
Aquatic Center Fees	75,814
Marketing	-
Sports Core - Fields	21,615
Sports Core - Aquatics	(200,060)
Sports Core - Tennis	2,850
FRC Rental/Member Fees	48,375
CPW Building Rentals	7,527
Field Rentals- Central Park	98,273
Field Rentals- Central Park North	55,175
Interest	721
Grant Proceeds	-
Transfers	-
Donations	-
Sponsorship	-
Overhead Revenue	-
Miscellaneous	803
TOTAL- REVENUES	\$ 2,198,638
EXPENDITURES/EXPENSES	
Accounts Payable and Other	\$ 123,135
Overhead Expenditures	-
June Payroll and Related Benefits	417,317
TOTAL EXPENDITURES/EXPENSES	\$ 540,452
 NET REVENUES/(EXPENDITURES/EXPENSES)	 \$ 1,658,186

**Oak Brook Park District
Consolidated Balance Sheet
As of June 30, 2021**

ASSETS

	Consolidated Totals
Current Assets	
Cash and Investments	\$ 7,200,417
Receivables - Net of Allowances	
Property Taxes	4,808,209
Accounts	980,316
Due from Other Funds	-
Prepays	216,990
Inventories	21,139
Total Current Assets	\$ 13,227,070
Noncurrent Assets	
Capital Assets	
Non-depreciable	\$ 40,475
Depreciable	5,075,487
Accumulated Depreciation	(3,336,329)
Total Noncurrent Assets	\$ 1,779,633
Total Assets	\$ 15,006,703

DEFERRED OUTFLOWS OF RESOURCES

Deferred Items-IMRF	\$ 69,424
Total Assets and Deferred outflows of Resources	\$ 15,076,127

LIABILITIES

Current Liabilities	
Accounts Payable	\$ 67,924
Accrued Payroll	12,906
Unearned Revenue	547,763
Due To Other Funds	-
Unclaimed Property	3,635
Total Current Liabilities	\$ 632,229
Noncurrent Liabilities	
Compensated Absences Payable	\$ 18,911
Net Pension Liability - IMRF	87,679
Total OPEB Liability - RBP	86,345
Total Noncurrent Liabilities	\$ 192,935
Total Liabilities	\$ 825,163

DEFERRED INFLOWS OF RESOURCES

Deferred Items - IMRF	\$ 87,065
Property Taxes	4,808,209
Total Liabilities and Deferred Inflows of Resources	\$ 5,720,438

FUND/NET POSITION BALANCES

Net Investment in Capital Assets	\$ 1,779,633
Non-spendable	-
Restricted	1,163,763
Committed	3,647,031
Unassigned/Unrestricted	2,765,262
Total Fund Balances	\$ 9,355,690
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 15,076,127

OAK BROOK PARK DISTRICT
Treasurer's Report- As of June 30, 2021

Investment Type	Bank/Institution	Balance	Rate/APY	Description/Note	Concentration Percentage
<u>Money Market</u>					
	Evergreen Bank	\$ 4,299,555.47	0.20%	Interest-bearing	87.61%
	Hinsdale Bank	261,602.10 *	0.04%	Interest-bearing	5.33%
	Sub-Total:	<u>\$ 4,561,157.57</u>			<u>92.95%</u>
<u>Savings</u>					
	Evergreen Bank	\$ 96,683.29	0.65%	Interest-bearing (Insured Cash Sweep)	1.97%
<u>Checking</u>					
	Fifth Third Bank	\$ 194,387.78	0.10%	Interest-bearing	3.96%
<u>Investment Pool</u>					
	The Illinois Funds	\$ 55,106.33	0.02%	Illinois Public Treasurers' Investment Pool	1.12%
	Grand Total Investments:	<u>\$ 4,907,334.97</u>			<u>100.00%</u>

Benchmark

**Three-month U.S.
Treasury Bill**

0.050%

Highly liquid short-term security. Payment of principal and interest guaranteed by the full faith and credit of the U.S. government

* Balance and yield rate are estimated because bank statement for the month ending June 30, 2021 was not available as of the date of this schedule.

Oak Brook Park District
Schedule of Capital Expenditures
As of June 30, 2021

DESCRIPTION	VENDOR	Year-to-Date Expenditures
Capital Project Fund		
Splash Island plexiglass	Bear Metal Welding	\$ 11,750.00
New Ford Explorer- Fire extinguisher, floor mats	Various	272.11
Pickleball posts	Pickleballcentral.com	289.99
	SUBTOTAL BALANCE	\$ 12,312.10
Recreation Fund		
		\$ -
	SUBTOTAL BALANCE	\$ -
Tennis Fund		
		\$ -
	SUBTOTAL BALANCE	\$ -
Special Recreation Fund		
		\$ -
	SUBTOTAL BALANCE	\$ -
TOTAL YEAR-TO-DATE CAPITAL EXPENDITURES		\$ 12,312.10

Warrant

OPEN
 Warrant 649

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
42099	ACCURATE DOCUMENT DESTRUCTION	07/01/2021	07/19/2021	1,125.00	1,125.00	Open	N
42164	ADVANCED DISPOSAL	06/30/2021	07/19/2021	649.50	649.50	Open	N
42076	ALPHA GRAPHICS	06/14/2021	07/19/2021	165.50	165.50	Open	N
42156	ANDERSON ELEVATOR CO.	07/01/2021	07/19/2021	590.00	590.00	Open	N
42065	ANDERSON LANDSCAPE SUPPLY	07/06/2021	07/19/2021	198.00	198.00	Open	N
42066	ANDERSON LANDSCAPE SUPPLY	07/07/2021	07/19/2021	198.00	198.00	Open	N
42127	ANDERSON LANDSCAPE SUPPLY	06/23/2021	07/19/2021	198.00	198.00	Open	N
42128	ANDERSON LANDSCAPE SUPPLY	06/24/2021	07/19/2021	198.00	198.00	Open	N
42129	ANDERSON LANDSCAPE SUPPLY	06/29/2021	07/19/2021	198.00	198.00	Open	N
42130	ANDERSON LANDSCAPE SUPPLY	07/11/2021	07/19/2021	198.00	198.00	Open	N
42165	ANDERSON LANDSCAPE SUPPLY	07/08/2021	07/19/2021	198.00	198.00	Open	N
42136	BREAKAWAY BASKETBALL INC	06/22/2021	07/19/2021	16,650.00	16,650.00	Open	N
42037	BUTTREY RENTAL SERVICE INC.	06/22/2021	07/19/2021	441.53	441.53	Open	N
42070	CARRICO AQUATIC RESOURCES INC	06/04/2021	07/19/2021	47.42	47.42	Open	N
42085	CHICAGO FILTER SUPPLY	06/15/2021	07/19/2021	291.13	291.13	Open	N
42056	CHICAGO TRIBUNE MEDIA GROUP	05/31/2021	07/19/2021	32.02	32.02	Open	N
41831	COM ED	06/01/2021	07/19/2021	29.64	29.64	Open	Y
42082	CTUC	06/27/2021	07/19/2021	255.00	255.00	Open	N
42083	CTUC	07/05/2021	07/19/2021	190.00	190.00	Open	N
42138	DAVEY RESOURCE GROUP INC	06/07/2021	07/19/2021	1,185.00	1,185.00	Open	N
42159	DAVEY RESOURCE GROUP INC	06/07/2021	07/19/2021	7,433.80	7,433.80	Open	N
42123	DAWSONS TREE SERVICE	06/07/2021	07/19/2021	1,885.00	1,885.00	Open	N
42035	DIRECT ENERGY BUSINESS	06/10/2021	06/30/2021	13,410.42	13,410.42	Open	N
42060	DIRECT ENERGY BUSINESS	05/21/2021	07/09/2021	155.02	155.02	Open	N
42061	DIRECT ENERGY BUSINESS	06/10/2021	07/18/2021	88.78	88.78	Open	N
42094	DIRECT ENERGY BUSINESS	06/10/2021	07/18/2021	2,008.92	2,008.92	Open	N
42057	EBEL'S ACE HARDWARE #8313	06/17/2021	07/19/2021	4.13	4.13	Open	N
42058	EBEL'S ACE HARDWARE #8313	06/10/2021	07/19/2021	19.78	19.78	Open	N
42152	ELMHURST MEMORIAL OCCUPATIONAL	06/30/2021	07/19/2021	288.00	288.00	Open	N
42140	ENVISION HEALTHCARE INC	07/01/2021	07/19/2021	40.00	40.00	Open	N
42055	FED EX	06/30/2021	07/19/2021	19.33	19.33	Open	N
42095	FIRST COMMUNICATION LLC	07/01/2021	07/19/2021	963.78	963.78	Open	N
42040	FLAGG CREEK WATER RECLAMATION	06/28/2021	07/19/2021	52.02	52.02	Open	N
42041	FLAGG CREEK WATER RECLAMATION	06/28/2021	07/19/2021	29.82	29.82	Open	N
42042	FLAGG CREEK WATER RECLAMATION	06/28/2021	07/19/2021	1,092.68	1,092.68	Open	N
42043	FLAGG CREEK WATER RECLAMATION	06/28/2021	07/19/2021	26.87	26.87	Open	N
42080	FROG LADY PRESENTATIONS	07/07/2021	07/19/2021	400.00	400.00	Open	N
42161	GREGG COMMUNICATIONS SYSTEMS	06/15/2021	07/19/2021	762.86	762.86	Open	N
42039	HI TOUCH BUSINESS SERVICES	05/25/2021	07/19/2021	111.99	111.99	Open	N
42146	HI TOUCH BUSINESS SERVICES	06/23/2021	07/19/2021	35.16	35.16	Open	N
42147	HI TOUCH BUSINESS SERVICES	06/22/2021	07/19/2021	99.99	99.99	Open	N
42153	HI TOUCH BUSINESS SERVICES	06/29/2021	07/19/2021	39.20	39.20	Open	N
42154	HI TOUCH BUSINESS SERVICES	07/01/2021	07/19/2021	22.49	22.49	Open	N
42155	HI TOUCH BUSINESS SERVICES	07/01/2021	07/19/2021	38.50	38.50	Open	N
42163	HINSDALE NURSERIES INC	07/06/2021	07/19/2021	1,100.00	1,100.00	Open	N
42109	HOME DEPOT CREDIT SERVICES	06/02/2021	07/19/2021	11.34	11.34	Open	N
42110	HOME DEPOT CREDIT SERVICES	06/02/2021	07/19/2021	81.74	81.74	Open	N

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
 EXP CHECK RUN DATES 06/22/2021 - 07/19/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
42111	HOME DEPOT CREDIT SERVICES	06/10/2021	07/19/2021	5.00	5.00	Open	N
42112	HOME DEPOT CREDIT SERVICES	06/02/2021	07/19/2021	98.96	98.96	Open	N
42113	HOME DEPOT CREDIT SERVICES	06/03/2021	07/19/2021	61.85	61.85	Open	N
42114	HOME DEPOT CREDIT SERVICES	06/08/2021	07/19/2021	78.80	78.80	Open	N
42115	HOME DEPOT CREDIT SERVICES	06/09/2021	07/19/2021	109.94	109.94	Open	N
42116	HOME DEPOT CREDIT SERVICES	06/08/2021	07/19/2021	87.76	87.76	Open	N
42117	HOME DEPOT CREDIT SERVICES	06/15/2021	07/19/2021	32.91	32.91	Open	N
42118	HOME DEPOT CREDIT SERVICES	06/21/2021	07/19/2021	355.99	355.99	Open	N
42119	HOME DEPOT CREDIT SERVICES	06/22/2021	07/19/2021	143.19	143.19	Open	N
42120	HOME DEPOT CREDIT SERVICES	06/23/2021	07/19/2021	201.25	201.25	Open	N
42121	HOME DEPOT CREDIT SERVICES	06/25/2021	07/19/2021	37.33	37.33	Open	N
42086	HP PRODUCTS	09/30/2020	07/19/2021	768.64	768.64	Open	Y
42087	HP PRODUCTS	06/04/2021	07/19/2021	373.09	373.09	Open	N
42134	HP PRODUCTS	05/27/2021	07/19/2021	772.46	772.46	Open	N
42137	ILLINOIS DEPARTMENT OF	06/04/2021	07/18/2021	2,484.25	2,484.25	Open	Y
42126	INTEGRITY LANDSCAPING, INC	07/01/2021	07/19/2021	6,320.00	6,320.00	Open	N
42063	JOHNSTONE SUPPLY	06/17/2021	07/19/2021	273.37	273.37	Open	N
42064	JOHNSTONE SUPPLY	06/17/2021	07/19/2021	(175.00)	(175.00)	Open	N
42160	JONES TRAVEL	06/30/2021	07/19/2021	1,145.00	1,145.00	Open	N
42071	KEEPER GOALS	06/28/2021	07/19/2021	92.00	92.00	Open	N
42098	KONICA MINOLTA PREMIER FINANCE	05/28/2021	07/19/2021	739.00	739.00	Open	N
42079	LENNO LASN	06/30/2021	07/19/2021	311.00	311.00	Open	N
42051	LESLIE' S POOLMART, INC.	05/21/2021	07/19/2021	98.98	98.98	Open	N
42092	M&M LOCK & SAFE, LTD	07/06/2021	07/19/2021	359.00	359.00	Open	N
42081	MARKET ACCESS CORP.	06/08/2021	07/19/2021	350.00	350.00	Open	N
42072	MASTERBLEND INTERNATIONAL LLC	06/22/2021	07/19/2021	217.50	217.50	Open	N
42077	MASTERBLEND INTERNATIONAL LLC	06/30/2021	07/19/2021	1,312.75	1,312.75	Open	N
42131	MASTERBLEND INTERNATIONAL LLC	05/04/2021	07/19/2021	450.00	450.00	Open	N
42132	MASTERBLEND INTERNATIONAL LLC	05/04/2021	07/19/2021	2,010.40	2,010.40	Open	N
42074	McMASTER-CARR	06/14/2021	07/19/2021	128.93	128.93	Open	N
42093	MODESTO TECHNOLOGIES	07/06/2021	07/19/2021	110.00	110.00	Open	Y
42133	MUSCO LIGHTING	06/28/2021	07/19/2021	10,880.20	10,880.20	Open	Y
42151	NEW PIG CORPORATION	06/03/2021	07/19/2021	189.54	189.54	Open	N
42124	NEXT GENERATION	05/31/2021	07/19/2021	554.00	554.00	Open	N
42142	NEXT GENERATION	06/30/2021	07/19/2021	94.05	94.05	Open	N
42139	NICOR GAS	06/09/2021	07/19/2021	209.39	209.39	Open	N
42150	NICOR GAS	06/09/2021	07/19/2021	875.08	875.08	Open	N
42038	NuTOYS	06/16/2021	07/19/2021	181.00	181.00	Open	N
42149	OAK BROOK HISTORICAL SOCIETY	07/01/2021	07/19/2021	50.00	50.00	Open	N
42059	OAK BROOK PARK DISTRICT	06/22/2021	07/19/2021	1,247.90	1,247.90	Open	N
42084	OAKBROOK TERRACE PARK DISTRICT	06/27/2021	07/19/2021	147.60	147.60	Open	N
42036	P.D.R.M.A.	06/30/2021	07/19/2021	64,606.32	64,606.32	Open	N
42090	PFEIFFER'S PEST CONTROL	06/22/2021	07/19/2021	200.00	200.00	Open	N
42104	PFEIFFER'S PEST CONTROL	06/22/2021	07/19/2021	200.00	200.00	Open	N
42144	PIONEER MANUFACTURING CO.	06/09/2021	07/19/2021	49.00	49.00	Open	N
42062	QUENCH	03/01/2021	07/19/2021	111.24	111.24	Open	Y
42052	QUEST DIAGNOSTICS	06/25/2021	07/19/2021	1,063.42	1,063.42	Open	N

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
42053	QUEST DIAGNOSTICS	05/25/2021	09/17/2021	722.00	722.00	Open	N
42105	ROBBINS SCHWARTZ	06/17/2021	07/19/2021	1,200.00	1,200.00	Open	N
42106	ROBBINS SCHWARTZ	06/17/2021	07/19/2021	1,700.00	1,700.00	Open	N
42107	ROBBINS SCHWARTZ	06/17/2021	07/19/2021	200.00	200.00	Open	N
42108	ROBBINS SCHWARTZ	06/17/2021	07/19/2021	640.00	640.00	Open	N
42100	SERVICE SANITATION, INC.	06/25/2021	07/19/2021	404.00	404.00	Open	N
42101	SERVICE SANITATION, INC.	06/25/2021	07/19/2021	101.50	101.50	Open	N
42102	SERVICE SANITATION, INC.	06/25/2021	07/19/2021	222.50	222.50	Open	N
42103	SERVICE SANITATION, INC.	06/25/2021	07/19/2021	242.00	242.00	Open	N
42125	SPORTSFIELDS INC.	06/14/2021	07/19/2021	2,670.00	2,670.00	Open	N
42162	STERLING NETWORK INTEGRATION	06/30/2021	07/19/2021	652.50	652.50	Open	N
42135	TAMELING INDUSTRIES INC.	06/10/2021	07/19/2021	570.00	570.00	Open	N
42148	TAMELING INDUSTRIES INC.	06/17/2021	07/19/2021	360.00	360.00	Open	N
42158	TAYLOR PLUMBING	06/30/2021	07/19/2021	1,607.00	1,607.00	Open	N
42157	TEE JAY SERVICE CO., INC.	06/24/2021	07/19/2021	682.00	682.00	Open	N
42067	THE LIFEGUARD STORE	06/22/2021	07/19/2021	200.00	200.00	Open	N
42068	THE LIFEGUARD STORE	06/22/2021	07/19/2021	330.00	330.00	Open	N
42069	THINKGARD LLC	07/01/2021	07/19/2021	999.00	999.00	Open	N
42047	THOMAS PUMP COMPANY INC	09/23/2019	07/19/2021	5,700.00	5,700.00	Open	Y
42048	THOMAS PUMP COMPANY INC	09/07/2018	07/19/2021	733.00	733.00	Open	Y
42145	TITAN IMAGE GROUP, INC	05/31/2021	07/19/2021	475.56	475.56	Open	N
42075	TYCO INTEGRATED SECURITY LLC	06/05/2021	07/19/2021	228.98	228.98	Open	N
42091	TYCO INTEGRATED SECURITY LLC	06/05/2021	07/19/2021	228.98	228.98	Open	N
42141	U.S. POSTMASTER	06/20/2021	07/19/2021	245.00	245.00	Open	N
42096	UNIVAR USA INC.	06/21/2021	07/19/2021	1,129.73	1,129.73	Open	N
42097	UNIVAR USA INC.	06/23/2021	07/19/2021	2,846.63	2,846.63	Open	N
42054	VILLAGE OF OAK BROOK	06/30/2021	07/19/2021	615.35	615.35	Open	N
42078	WAREHOUSE DIRECT WORKPLACE	06/29/2021	07/19/2021	36.60	36.60	Open	N
42143	WAREHOUSE DIRECT WORKPLACE	06/08/2021	07/19/2021	58.30	58.30	Open	N
42088	WILSON SPORTING GOODS	04/30/2021	07/19/2021	267.97	267.97	Open	Y
42089	WILSON SPORTING GOODS	06/29/2021	07/19/2021	93.13	93.13	Open	N
# of Invoices:	124	# Due:	124	Totals:	179,609.18	179,609.18	
# of Credit Memos:	1	# Due:	1	Totals:	(175.00)	(175.00)	
Net of Invoices and Credit Memos:					<u>179,434.18</u>	<u>179,434.18</u>	

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
 EXP CHECK RUN DATES 06/22/2021 - 07/19/2021
 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			41,808.98	41,808.98		
	02 - RECREATION FUND			39,583.85	39,583.85		
	04 - LIABILITY INSURANCE FUND			50,938.99	50,938.99		
	07 - RECREATIONAL FACILITIES FUND			26,287.53	26,287.53		
	08 - SPORTS CORE			8,234.63	8,234.63		
	12 - CAPITAL PROJECTS FUND			12,580.20	12,580.20		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			7,561.27	7,561.27		
	02 - FINANCE			1,684.80	1,684.80		
	03 - FIELDS			3,571.37	3,571.37		
	04 - CENTRAL PARK NORTH			2,105.25	2,105.25		
	05 - CENTRAL PARK			14,491.59	14,491.59		
	06 - SADDLEBROOK PARK			920.00	920.00		
	07 - FOREST GLEN PARK			2,750.81	2,750.81		
	08 - CHILLEM PARK			318.00	318.00		
	09 - DEAN PROPERTY			371.14	371.14		
	10 - PROFESSIONAL SERVICES			2,692.50	2,692.50		
	12 - CONTRACTS. MAINTENANCE DNS			7,433.80	7,433.80		
	15 - BUILDING/RECREATION CENTER			5,972.68	5,972.68		
	20 - CENTRAL PARK WEST			1,038.10	1,038.10		
	21 - FITNESS CENTER			2,571.57	2,571.57		
	25 - AQUATIC CENTER			16,218.13	16,218.13		
	30 - CHILDRENS PROGRAMS			16,650.00	16,650.00		
	32 - YOUTH PROGRAMS			547.60	547.60		
	50 - PIONEER PROGRAMS			1,239.05	1,239.05		
	60 - SPECIAL EVENTS & TRIPS			1,679.00	1,679.00		
	71 - BUILDING/RACQUET CLUB			24,449.39	24,449.39		
	75 - TENNIS PROGRAMS			1,238.44	1,238.44		
	80 - MARKETING			410.50	410.50		
	90 - LIABILITY INSURANCE FUND			50,938.99	50,938.99		
	95 - CAPITAL PROJECTS FUND			12,580.20	12,580.20		

Inv Ref#	Vendor	Inv Date	PAID Warrant 649		Inv Amt	Amt Due	Status	Jrnlized
			Inv Date	Due Date				
42046	ANGELA DELIGIANNIS	07/06/2021	07/07/2021		662.50	0.00	Paid	Y
42008	CARDMEMBER SERVICE	05/26/2021	06/30/2021		3,922.36	0.00	Paid	Y
42009	CARDMEMBER SERVICE	05/26/2021	06/30/2021		661.69	0.00	Paid	Y
42010	CARDMEMBER SERVICE	05/26/2021	06/30/2021		565.23	0.00	Paid	Y
42011	CARDMEMBER SERVICE	05/26/2021	06/30/2021		173.96	0.00	Paid	Y
42012	CARDMEMBER SERVICE	05/26/2021	06/30/2021		103.69	0.00	Paid	Y
42013	CARDMEMBER SERVICE	05/26/2021	06/30/2021		3,594.45	0.00	Paid	Y
42014	CARDMEMBER SERVICE	05/26/2021	06/30/2021		2,178.39	0.00	Paid	Y
42015	CARDMEMBER SERVICE	05/26/2021	06/30/2021		3,083.63	0.00	Paid	Y
42016	CARDMEMBER SERVICE	05/26/2021	06/30/2021		265.94	0.00	Paid	Y
42017	CARDMEMBER SERVICE	05/26/2021	06/30/2021		112.59	0.00	Paid	Y
42018	CARDMEMBER SERVICE	05/26/2021	06/30/2021		4,040.71	0.00	Paid	Y
42019	CARDMEMBER SERVICE	05/26/2021	06/30/2021		173.53	0.00	Paid	Y
42020	CARDMEMBER SERVICE	05/26/2021	06/30/2021		33.98	0.00	Paid	Y
42021	CARDMEMBER SERVICE	05/26/2021	06/30/2021		449.58	0.00	Paid	Y
42022	CARDMEMBER SERVICE	05/26/2021	06/30/2021		243.97	0.00	Paid	Y
42023	CARDMEMBER SERVICE	05/26/2021	06/30/2021		2,009.98	0.00	Paid	Y
42024	CARDMEMBER SERVICE	05/26/2021	06/30/2021		3,140.48	0.00	Paid	Y
42025*	CARDMEMBER SERVICE	05/26/2021	06/30/2021		1,402.44	0.00	Paid	Y
42026	CARDMEMBER SERVICE	05/26/2021	06/30/2021		89.95	0.00	Paid	Y
42027	CARDMEMBER SERVICE	05/26/2021	06/30/2021		205.89	0.00	Paid	Y
42028	CARDMEMBER SERVICE	05/26/2021	06/30/2021		189.07	0.00	Paid	Y
42029	CARDMEMBER SERVICE	05/26/2021	06/30/2021		367.14	0.00	Paid	Y
42031	CARDMEMBER SERVICE	05/26/2021	06/30/2021		646.04	0.00	Paid	Y
42122	COM ED	07/01/2021	07/12/2021		439.16	0.00	Paid	Y
42034	ELIZABETH CELLO	06/25/2021	06/28/2021		586.59	0.00	Paid	Y
42006	ENVISION HEALTHCARE INC	06/01/2021	06/24/2021		40.00	0.00	Paid	Y
42033	LINDSAY BUTTON	06/24/2021	06/30/2021		91.76	0.00	Paid	Y
42001	MICHAEL BARRETT	06/22/2021	06/24/2021		192.50	0.00	Paid	Y
42049	MOLLY KING	07/07/2021	07/07/2021		425.00	0.00	Paid	Y
42007	NPN360	05/12/2021	06/24/2021		217.93	0.00	Paid	Y
42045	PARVIN-CLAUSS SIGN COMPANY INC	06/29/2021	07/07/2021		17,566.00	0.00	Paid	Y
42044	QUADIENET FINANCE USA	06/14/2021	07/07/2021		546.15	0.00	Paid	Y
42032	TOM HOLCER	06/23/2021	06/30/2021		25.00	0.00	Paid	Y
42002	VILLAGE OF OAK BROOK	06/09/2021	06/24/2021		10.00	0.00	Paid	Y
42003	VILLAGE OF OAK BROOK	06/09/2021	06/24/2021		150.28	0.00	Paid	Y
42004	VILLAGE OF OAK BROOK	06/09/2021	06/24/2021		68.45	0.00	Paid	Y
42005	VILLAGE OF OAK BROOK	06/09/2021	06/24/2021		56.76	0.00	Paid	Y
42030	VILLAGE OF OAK BROOK	06/09/2021	06/24/2021		2,979.26	0.00	Paid	Y

# of Invoices:	39	# Due:	0	Totals:	51,712.03	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos: 51,712.03 0.00

* 1 Net Invoices have Credits Totalling: (80.00)

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
 EXP CHECK RUN DATES 06/22/2021 - 07/19/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			7,834.67	0.00		
	02 - RECREATION FUND			15,272.18	0.00		
	07 - RECREATIONAL FACILITIES FUND			4,289.53	0.00		
	08 - SPORTS CORE			6,459.66	0.00		
	12 - CAPITAL PROJECTS FUND			17,855.99	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			6,818.55	0.00		
	02 - FINANCE			518.23	0.00		
	03 - FIELDS			1,803.90	0.00		
	04 - CENTRAL PARK NORTH			439.16	0.00		
	05 - CENTRAL PARK			2,358.50	0.00		
	09 - DEAN PROPERTY			129.85	0.00		
	15 - BUILDING/RECREATION CENTER			2,605.10	0.00		
	20 - CENTRAL PARK WEST			247.65	0.00		
	21 - FITNESS CENTER			1,831.51	0.00		
	25 - AQUATIC CENTER			9,519.70	0.00		
	26 - AQUATIC-RECREATION PROGRAMS			16.00	0.00		
	30 - CHILDRENS PROGRAMS			33.98	0.00		
	31 - PRESCHOOL PROGRAMS			402.58	0.00		
	32 - YOUTH PROGRAMS			54.99	0.00		
	50 - PIONEER PROGRAMS			1,033.40	0.00		
	60 - SPECIAL EVENTS & TRIPS			198.97	0.00		
	71 - BUILDING/RACQUET CLUB			3,275.77	0.00		
	75 - TENNIS PROGRAMS			300.29	0.00		
	80 - MARKETING			2,267.91	0.00		
	95 - CAPITAL PROJECTS FUND			17,855.99	0.00		

Communications and Proclamations
Board of Commissioners to Share Communications

Reports

Communications, IT, and Administration Report
Finance & Human Resources Report
Recreation & Facilities Report
Parks & Planning Report



Memo

To: Oak Brook Park District Board of Commissioners
From: Laure Kosey, Executive Director
Date: July 13, 2021
Re: June/July 2021: Communications, IT & Administration

June Board Meeting Follow Up:

Surplus Property

With spring cleaning at the end of May, staff has inventoried items to declare surplus. Furthermore, there were 64 boxes of documents shredded at the “Shred Event” on June 12th.

July Board Meeting Discussion Points:

Little League Field Usage

The Oak Brook Park District is looking for a more structured fee system with regards to Little League Field usage.

OSLAD Grant Resolution

The Oak Brook Park District is applying for another OSLAD grant to assist with Phase 2 of the North Athletic Fields.

Juneteenth National Holiday

Staff is recommending an additional personal day in recognition of Juneteenth. However, the facilities will still be open to the public. This would be consistent with Martin Luther King Day, President’s Day, Indigenous Day, and Veteran’s Day. These Federal Holidays are days staff works and our facilities are open.

IT Report:

Additional email filtering and disclaimers were added in efforts to reduce fraud emails. There has been a noticeable increase in the amount of phishing/scam emails targeting staff.

Multi-factor authentication (MFA) has been added to the ActiveNet software. This is an additional level of security to make sure logins are secure and initiated by the District’s authorized users. We are looking at adding multi-factor to other logins for various software and applications.

Corporate and Community Relations:

Sponsorships	\$ 1,000.00	In-Kind Donations	\$ 4,361.95
Advertising	\$ -	Oak Brook Park District Foundation	\$ 7,124.90
Vendors	\$ 500.00		
		Total for June:	\$ 12,986.85

Marketing & Communications Report:

Facebook Analytics

Total Likes: 3,320 (up 22)
 Posts: 41
 Total Reach (organic and paid): 22,264

Instagram Analytics

Total Followers: 1,423 (up 23)
 Posts: 26
 Top Post Reach: 192

Twitter Analytics

Total Followers: 1,080 (up 4)
 Posts: 22
 Top Post Impressions: 228

Post Details

Oak Brook Park District
 June 18 · 🌐

The Building Technician employee shall be responsible for maintaining, repairing, and practicing preventive maintenance of equipment and mechanical systems at the Oak Brook Park District. Please email a resume and a letter of interest to the Superintendent of Aquatic & Maintenance Operations, Rob Bond, at rbond@obparks.org. Apply online: <https://tinyurl.com/yxdsz15j>

JOIN OUR TEAM

THE OAK BROOK PARK DISTRICT IS NOW HIRING!

FULL-TIME BUILDING TECHNICIAN

\$18+/Hour DOQ
40 Hours a Week
Full Benefits
 IMRF Pension, Paid Vacation, and More.
Work/Life Balance
Free Gym Membership

CLICK HERE TO READ FULL DESCRIPTION AND APPLY ONLINE!

Performance for Your Post

2,678 People Reached

20 Reactions, Comments & Shares

11 Like	11 On Post	0 On Shares
1 Love	1 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
8 Shares	8 On Post	0 On Shares

201 Post Clicks

16 Photo Views	53 Link Clicks	132 Other Clicks
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NEGATIVE FEEDBACK

1 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

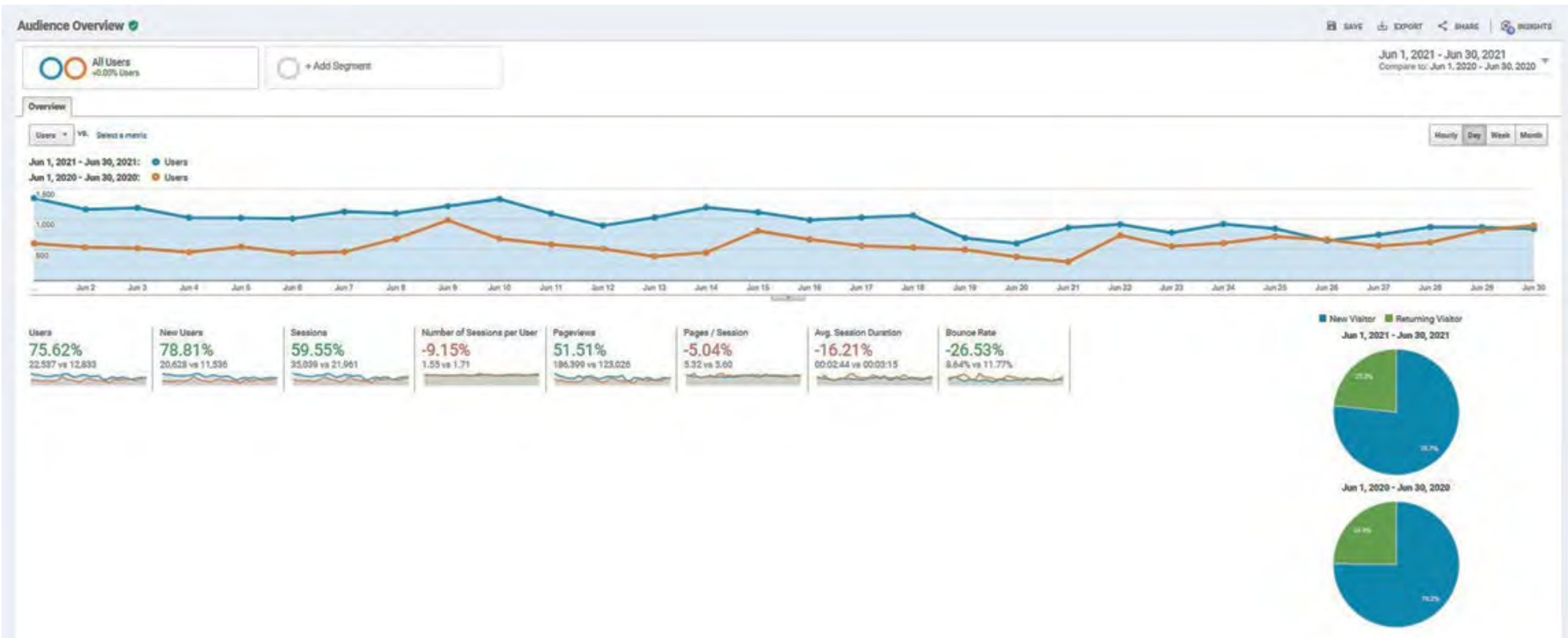
Reported stats may be delayed from what appears on posts

Oak Brook Park District
 Park Send Message

2,678 People Reached **221** Engagements Boost Again

Boosted on Jun 21, 2021 By Haley Tess Completed Boosted on Jun 18, 2021 By Haley Tess

Google Analytics



OBPARKS Website Trends

June 2021 Top pages

1. Facilities/Splash Island
2. Obparks.org
3. Programs/Aquatics
4. Facilities/Family Aquatic Center
5. Obparks.org/Reserve
6. Facilities/Family Aquatic Center
7. Facilities/Central Park West
8. Obparks.org /Parties and Rentals
9. Obparks.org/Special Events
10. Programs/Tennis

June 2021 Top Products

1. PSL -2021
2. A Walk in the Park Wine Tour 5:00pm
3. A Walk in the Park Wine Tour 6:00pm
4. Pickleball Friday 6/25 Open Play
5. Pickleball 6/21 Open Play

obparks.org Acquisition Value

<u>Referral Percentage Values</u>	<u>June 2021</u>	<u>June 2020</u>
Direct:	36.0%	37.2%
Organic Search:	55.4%	51.7%
Social:	3.4%	3.9%
Referrals:	5.0%	6.8%

obparks.org Ecommerce Overview – June 2021

	<u>June 2020</u>	<u>June 2021</u>
Total Revenue	\$ 65,623	\$118,591
Transactions:	\$ 943	\$ 822

<u>Year to Date Total</u>	<u>2020</u>	<u>2021</u>
	\$371,833	\$974,487



Memo

To: Board of Commissioners and Executive Director, Laure Kosey
From: Marco Salinas, Chief Financial Officer
Date: July 14, 2021
Re: June 2021 Financials

In response to recent feedback received from the Board, going forward my commentary on the monthly financial activities of the Park District will be focused on comparing current year actual results against the current year annual budget, as well as a comparison to the actual results from fiscal year 2019/2020 (two years prior). Comparisons to Fiscal year 2020/2021 (“Covid” year) will be temporarily discontinued due to the fact that such year was highly unusual and was negatively impacted by the temporary closure of our facilities and suspension of recreation programming.

General Fund

We have now completed two months of our current fiscal year and year-to-date (YTD) revenues, expenditures, and transfers-out in this fund equal \$1,096,954, \$324,000, and \$0, respectively. This is resulting in a YTD net surplus of \$772,953; which is a \$196,097 increase over the \$576,856 net surplus in FY 2019/2020. Following is additional commentary:

- **Revenues-** Revenues are favorable in our Central Park North and Central Park departments primarily due to the June 2021 receipt of the annual rental/licensing fee from Wizards Football Club (\$100,000) and Girls Lacrosse (\$22,200). In our Building-Recreation Center department, there has been an increase in our rental activity which is resulting in an \$8,000 increase in revenues, and both resident and non-resident daily fee revenues have also increased approximately \$11,000.
- **Expenditures-** All departments are currently favorable or in-line with budgeted expectations. When comparing to FY 2019/2020, total expenditures have decreased \$41,666. In the Finance department, there is one less full-time and part-time employee in the current year. In our Building-Recreation Center department, part-time wages have decreased from \$42,000 to \$17,000 in the current year. Expenditures in our Forest Glenn Park department have increased due to weed and algae abatement services that were carried out at the pond this year.

Recreation Fund

YTD revenues, expenditures, and transfers out in this fund equal \$1,091,599, 317,766 and \$0, respectively. This is resulting in a YTD net surplus of \$773,833; which is a \$3,382 decrease from the \$777,215 net surplus experienced in FY 2019/2020. Following is additional commentary:

- **Revenues-** Revenues in our Fitness department have decreased approximately 62%. This is primarily due to the fact that active memberships are currently less than 50% of the levels that were present two years ago. That being said, memberships have been steadily increasing now that we have eliminated the reservation requirement to utilize our fitness center. Aquatic Center and Aquatic Recreation Programming revenues are also lower for the same reason above and the fact that in May and June 2021 we were continuing to operate our facilities with various capacity restrictions which did not exist two years prior.

- **Expenditures-** All departments are currently favorable or within budgeted expectations. Total expenditures have decreased approximately \$140,000 when compared to FY 2019/2020 and the majority of the decrease is due to decreased costs for part-time personnel. Total part-time personnel costs have decreased approximately \$72,000; from \$183,000 in FY 2019/2020, to \$111,000 in the current year.

Recreational Facilities Fund (Tennis Center)

YTD revenues and expenses in this fund are currently at \$358,649 and \$154,932, respectively. This is resulting in a YTD net surplus of \$203,717; which is a decrease of \$12,602 when compared to the \$216,319 YTD net surplus in FY 2019/2020. Following is additional commentary:

- **Revenues-** Programming revenues have decreased approximately 12% when compared to FY 2019/2020. Although memberships have decreased slightly, the primary reason for the decrease is due to the capacity restrictions that were in place during May and June 2021.
- **Expenses-** All departments are currently favorable or within budgeted expectations. Total expenses have decreased \$40,000 when compared to FY 2019/2020 and this decrease is primarily driven by a \$28,000 decrease in part-time wages as well as decreased commodity costs for such items as camp shirts and tennis balls.

FINANCE OPERATIONS:

- Final fieldwork for our annual financial statement audit has begun and we expect to receive the first draft of the audit report during the first week of August 2021.
- We continue to recruit for the vacant part-time Administrative Services Assistant position. Finance has been working with our Marketing department to advertise the opening in various social media platforms.

HUMAN RESOURCES:

- The Park District recently processed a payment to the Illinois Department of Employment Security for 50% of the unemployment benefits paid to former employees during the first quarter of 2021. Although federal unemployment benefits have been extended through the first week of September 2021 and the federal government continues to absorb 50% of such benefits, the state of Illinois has elected to cease absorbing the remaining portion and has resumed billing employers for reimbursement.



Memo

To: Oak Brook Park District Board of Commissioners
From: Dave Thommes, Deputy Director
Date: July 9, 2021
Re: Recreation & Facilities Report

Recreation

- Several programs began in June including: Get Better League (147 participants), Coach Steve Camps Weekly Camps (67 week 1, 46 week 2, 37 week 3), Fencing (11 participants), Tae Kwon Do (26 participants), Pioneer Mah Jong (40 participants) and Wheel Ceramics for Kids (6 participants).
- Camp has been sold out for the entire month of June.
- Thirty Pioneers enjoyed an amazing tour and 'taste' of Milwaukee on June 23.
- The Summer "I" Youth Soccer League started mid-June with over 100 teams! This is the second summer Oak Brook is hosting this large league.
- Breakaway Basketball hosted 2 clinics in the month of June. The mom and child clinic on Sunday, June 6 (40 pairs) and dad and child on Saturday, June 19 (64 pairs). Proceeds (\$3,000) from the clinics were donated to the foundation.

Aquatics

- Newly formatted group lessons are up and running for the remainder of summer. Evaluations have been busy and registration is slowly picking up. We are working with Marketing to get the word out that group lessons are back.
- Aquatic parties return July 9th and are available for registration on-line to help streamline the process.
- PDRMA is scheduled to do an aquatic site visit July 28th.
- Hot tub returned July 7th.

Fitness

- After entering phase 5, within the month of June, we have welcomed and processed over 300 new/renewed members. Our total individual FRC and CPC member total YTD is 1,076, with 52% Resident and 48% Non-Resident.
- Ron Murphy won our June Membership Challenge.
- Get Tough: New indoor and outdoor July sessions of Get Tough began Friday, July 1 with 17 participants registered.
- Based on feedback from our group fitness instructors and customers, we will continue "virtual" classes in July. We will continue to evaluate them on a month-to-month basis
- There are currently have 20 teams registered for the Team Dri Tri on July 24th.
- New scales have been placed in the common areas of the FRC locker rooms.

Facilities

- Jim Moran resigned from the Building Technician position. Staff is accepting resumes and setting up interviews.
- Preventive maintenance was completed on FRC and CPW HVAC by maintenance staff.
- A new lap pool heater installed in house continuing the effort of annual replacement of aged equipment.
- Pottery firing kiln was repaired and put back into operation.
- Matt Murtaugh attended a virtual Lochinvar commercial boiler training.

- A new bottle filler drinking fountain was installed at Tennis center and quotes are being obtained for FRC Drinking fountain upgrades.
- The HVAC at Central Park West was repaired in house over the weekend of June 12 returning it to operation prior to a scheduled rental.
- Rentals have picked up at Central Park West, with only 8 dates remaining for rental in 2021.
- Staff obtained a quote for painting Central Park West last Friday. Staff is also seeking quotes for acoustical panels to enhance sound at CPW.

Tennis

- The Tennis Center hosted the Chicago District Championship tournament with 64 players June 5th through the 7th.
- Seasonal court time renewals were sent out.



Oak Brook Park District Membership Statistics 2021

Individual Member Data							
	January	February	March	April	May	June	
Members, Start of Month	882	929	1018	1063	1094	1176	NA
Members, Month End	839	900	966	1008	1018	1076	NA
Retention Percentage	95.12%	96.88%	94.89%	94.83%	93.05%	91.50%	94%
New Members	84	97	111	84	167	329	872
Members Cancelled/Expired	43	29	52	55	76	100	355
Net Members	41	68	59	29	91	229	517
Resident	48%	47%	49%	49%	50%	52%	NA
Non-Resident	52%	53%	51%	51%	50%	48%	NA
Membership Package Data							
	January	February	March	April	May	June	
Memberships, Start of Month	488	513	560	588	614	657	NA
Memberships, Month End	463	494	534	561	575	609	NA
Retention Percentage	94.88%	96.30%	95.36%	95.41%	93.65%	92.69%	94.72%
New Memberships	45	57	62	57	88	152	461
Cancelled/Expired	25	19	26	27	39	48	184
Net Memberships	20	38	36	30	49	104	277

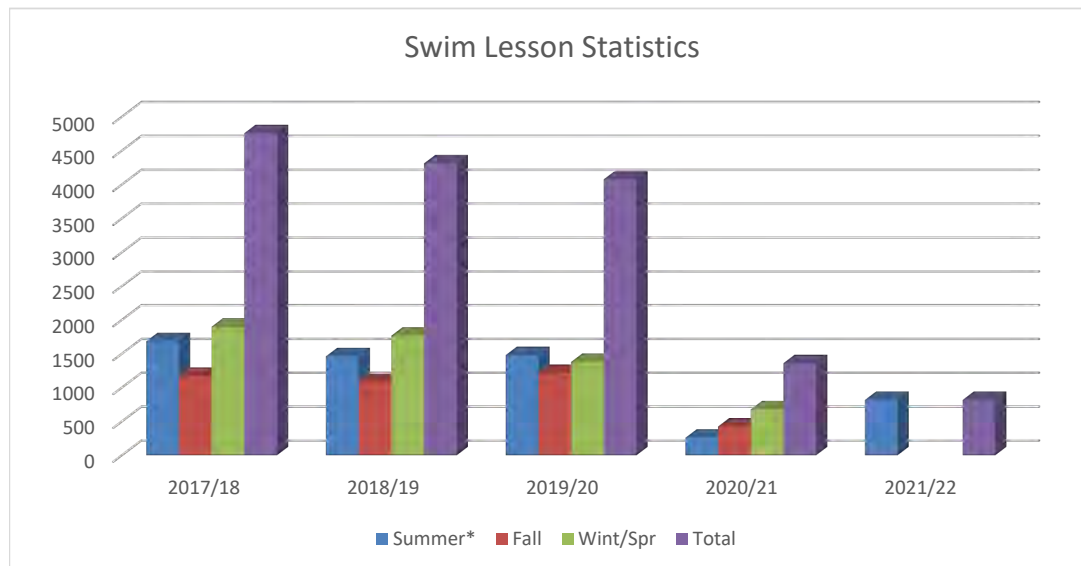
Chart includes CPC and FRC Memberships (Tennis Only & Summer Aquatic are not included within report)



Oak Brook Park District Aquatic Center Swim Lesson and Swim Team Statistics

Swim Lesson Statistics				
	Summer*	Fall	Wint/Spr	Total
2017/18	1685	1173	1900	4758
2018/19	1463	1082	1767	4312
2019/20	1481	1217	1379	4077
2020/21	258	425	678	1361
2021/22	817			817

Swim Team Statistics						
	Summer	Fall	Wint/Spr	Spring Training	Stroke Clinic*	Total
2017/18	32	65	46	73	9	225
2018/19	71	80	77	100	18	346
2019/20	79	90	83	0	not offered	252
2020/21	52	213	141	63		469
2021/22	59					59





Oak Brook Park District
 Aquatic Center
 Aquatic Party Statistics

2021 Aquatic Party Statistics													
Total # Parties	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Splash Birthday	0	0	0	0	0	0	2						2
Super Splash Birthday	0	0	0	0	0	0	8						8
Group (by day)	0	0	0	0	0	0	0						0
Private (indoors only)	9	16	16	15	12	8	0						76
Private (indoor/outdoor combo)	0	0	0	0	0	0	0						0
Splash Island Birthday	0	0	0	0	0	14	8						22
Camp Rentals	0	0	0	0	0	0	0						0
Lane Rental (lap only)	20	24	11	13	8	0	0						76
Scout	0	0	0	0	0	0	0						0
Total # Parties	29	40	27	28	20	22	18	0	0	0	0	0	184

2020	22	32	15	0	0	0	44	48	44	44	32	31	312
2019	37	25	44	36	46	53	52	38	20	27	37	25	440



Oak Brook Park District Facility Statistics and Data

Facility Rentals													
	JAN	Feb	March	April	May	June	July	AUG	SEPT	OCT	NOV	DEC	Total
2020													
Gym Rentals Hours	497	470	107	0	0	280	339	340	224	427	408	412	3,502
Gym Revenue	\$21,655	\$21,445	\$4,738	\$0	\$0	\$14,220	\$16,355	\$16,360	\$12,838	\$19,867	\$17,738	\$18,123	\$163,337
Room Rentals	47	52	29	0	0	0	0	0	0	0	0	0	128
Room Revenue	\$3,848	\$6,364	\$4,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,412
CPW Rentals	NA	NA	2	0	0	0	2	2	3	5	1	0	15
CPW Revenue	NA	NA	\$1,120	\$0	\$0	\$0	\$808	\$190	\$1,294	\$3,527	\$486	\$0	\$7,424

	JAN	Feb	March	April	May	June	July	AUG	SEPT	OCT	NOV	DEC	Total
2021													
Gym Rentals Hours	565	437	387	378	456	415							2,638
Gym Revenue	\$22,466	\$22,126	\$25,506	\$21,925	\$24,963	\$19,765							\$136,750
Room Rentals	0	0	0	0	0	0							0
Room Revenue	\$0	\$0	\$0	\$0	\$0	\$0							\$0
CPW Rentals	0	2	1	4	6	10							23
CPW Revenue	\$0	\$4,160	\$571	\$1,903	\$3,156	\$5,697							\$15,487

Theme Parties													
	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
2020	1	2	1	0	0	0	0	0	0	0	0	0	4
2021	0	0	0	0	0	0							0



Oak Brook Park District Athletic Fields Rental Report

Athletic Field Usage 2020/2021 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	20/21 YTD	19/20 YTD
Hours	0	162	165	161	193	190	109	98	25	0	104	198	1,404	1,197
Revenue	\$0	\$603	\$51,866	\$5,338	\$5,920	\$16,210	\$5,763	\$10,323	\$2,245	\$0	\$9,875	\$9,166	\$117,307	\$93,156

Athletic Field Usage 2020/2021 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	20/21 YTD	19/20 YTD
Hours	0	2,189	2,385	2,078	2319	2,401	429	0	0	0	0	1549	13,349	1,128
Revenue	\$0	\$14,658	\$72,990	\$28,358	\$25,528	\$22,385	\$3,498	\$0	\$0	\$0	\$0	\$29,952	\$197,367	\$42,897

Athletic Field Usage 2020/2021 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	20/21 YTD	19/20 YTD
Hours	0	274	224	157	211.25	208	40	0	0	0	2	197.5	1,313	841
Revenue	\$0	\$4,600	\$3,886	\$1,725	\$5,520	\$16,215	\$1,873	\$0	\$0	\$0	\$100	\$5,063	\$38,981	\$23,268

YTD Total Hours:	16065	3166
YTD Total Revenue:	\$353,655	\$159,321

Athletic Field Usage 2021/2022 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	21/22 YTD	20/21 YTD
Hours	254	214											468	1,404
Revenue	\$13,006	\$64,381											\$77,387	\$117,307

Athletic Field Usage 2021/2022 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	21/22 YTD	20/21 YTD
Hours	3,468	1,095											4,563	13,349
Revenue	\$46,925	\$98,846											\$145,771	\$197,367

Athletic Field Usage 2021/2022 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	21/22 YTD	20/21 YTD
Hours	233	206											439	1,313
Revenue	\$5,458	\$5,154											\$10,612	\$38,981

YTD Total Hours:	5469	16066
YTD Total Revenue:	\$233,770	\$353,655



Memo

To: Board of Commissioners
From: Bob Johnson, Director of Parks and Planning
Date: July 9, 2021
Re: Board Report

- At the north athletic fields, punch list items are still being finished in order to close the construction permit for the project. A visit with the Illinois Department of Natural Resources will be scheduled soon in order to finalize the OSLAD grant and release the final payment to the Park District in the amount of \$200,000.
- Grub control prevention as well as mid-season fertilizer, has been applied to the natural grass turf in the parks.
- Staff is in the process of planting flowers and mulching trees and landscape beds throughout the parks.
- Pavement repairs have been made to the renovated pickleball court area at Central Park. Once the asphalt has cured for thirty days, the acrylic court surface coating will be applied.
- The foot candle measurements have been collected for the new soccer lights at the north athletic fields, and the results will be shared with the Village. The measurements are in substantial conformance with the designed photometrics.
- Staff, along with the team at Upland Design LTD, is starting the process of gathering community input to develop plans for phase II improvements at north athletic fields. Please see the agenda history for more details.

Unfinished Business



Oak Brook Park District

BOARD MEETING AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: ORDINANCE 21-0719: AN ORDINANCE DECLARING SURPLUS PERSONAL PROPERTY AND AUTHORIZING THE SALE OR CONVEYANCE THEREOF

AGENDA No.: 7 A

MEETING DATE: JULY 19, 2021

STAFF REVIEW:

Katie Basile, Superintendent of Facilities:

Handwritten signature of Katie Basile in cursive.

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in cursive.

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

Items that have been recently identified as surplus property are listed in the attached Ordinance 21-0719.

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

The manner of conveyance for each item is provided in the ordinance.

ACTION PROPOSED:

A motion (and a second) to approve Ordinance 21-0719: An Ordinance Declaring Surplus Personal Property and Authorizing The Sale Or Conveyance Thereof.

**ORDINANCE NO. 21-0719
AN ORDINANCE DECLARING
SURPLUS PERSONAL PROPERTY AND
AUTHORIZING CONVEYANCE OR SALE THEREOF**

WHEREAS, the Park District Code (70 ILCS 1205/8-22) provides that whenever a Park District owns any personal property that in the opinion of three-fifths (3/5) of the Board members then holding office, is no longer necessary, useful to or for the best interests of the District, three-fifths (3/5) of the Board members then holding office may, by ordinance, authorize the conveyance or sale of that personal property in any manner they may designate, with or without advertising for sale; and

WHEREAS, the Oak Brook Park District (the “District”) owns certain personal property as follows:

Equipment Type	Make	Model/ID #	Quantity	Reason for Surplus	Method of Disposal
Office Chair	True Innovations	43676	1	Not comfortable; Leather peeling & holes in fabric	Waste
Balance Bar	Ballet Barres	Not Legible	1	Broken	Waste
Towel Bins	2	00323	2	No longer used; towels no longer offered	Waste
Rectangular Tables	Mitylite	Not Legible	3	Broken	Waste
1996 Tandem Axle Equipment Trailer (Black), 16 foot	Cronkhite	Flatbed X1188686137.	1	Obsolete	Trade in or Auction

(hereinafter collectively referred to from time to time as the “Property”), which, according to the advice and recommendation of the District’s staff is no longer necessary, useful to or for the best interests of the District; and

WHEREAS, the District's staff has recommended that the Property, except for the Property designated to be recycled/discarded or traded-in, can best be sold directly by the District's Executive Director to a municipality, school district, or park district, or may be sold indirectly by utilizing the services of Obernauf Auction Services, Inc., 118 N. Orchard Street, Round Lake, IL 60073, (an Illinois Auction Firm; License # 444.000105), who shall post the availability of such Property, with a minimum acceptable price as determined by the District's Executive Director, and shall conduct the auction on behalf of the District by accepting bids for the purchase of the Property to the highest bidder; provided that, in the event that no bid is received for any portion of the Property to be sold by Obernauf Auction Services, Inc., any remaining Property shall be donated or disposed of as determined by the Executive Director; and

WHEREAS, the Board hereby accepts and adopts the recommendation of the District's staff with respect to the Property.

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

Section 1: The Property is hereby declared, by a three-fifths (3/5) vote of the Board members now holding office, to be no longer necessary or useful to or for the best interests of the District, and the Board hereby finds that it is in the best interest of the District to dispose of the Property as set forth in Section 2 of this Ordinance.

Section 2: The Board hereby authorizes:

a) The sale of the Property, not designated to be discarded or traded-in, may be sold directly by the District's Executive Director to a municipality, school district, or park district, or indirectly by utilizing the services of Obernauf Auction Services, Inc., 118 N. Orchard Street, Round Lake, IL 60073, (an Illinois Auction Firm; License # 444.000105), who shall post the

availability of the Property, with a minimum acceptable price as determined by the District's Executive Director, and shall conduct the auction on behalf of the District by accepting bids for the purchase of the Property to the highest bidder; provided that, in the event that no bid is received for any portion of the Property to be sold by Obernauf Auction Services, Inc., any remaining Property shall be donated or disposed of as determined by the Executive Director; and

b) All other Property to be discarded.

Section 3: All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of the conflict.

Section 4: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS 19th DAY OF JULY, 2021.

Ayes: _____

Nays: _____

Absent: _____

OAK BROOK PARK DISTRICT

By:

Sharon Knitter, President

ATTEST:

By:

Laure L. Kosey, Secretary

New Business



Oak Brook Park District

BOARD MEETING AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: TENNIS COURTS RESURFACING PROJECT BID

AGENDA No.: 8 A

MEETING DATE: JULY 19, 2021

STAFF REVIEW:

Deputy Director, Dave Thommes:

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):

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

A bid package was published on July 12 for resurfacing the outdoor tennis courts at the Tennis Center. The last time this work was done was in 2016. Following is the timeline for the project:

- July 12: Bids available
- July 28: Mandatory Pre-Bid Meeting
- August 4: Bid Opening
- August 23: Project begins
- September 10: Project completed

Staff will submit a recommendation to the Board for approval during the August 16th, 2021 Board Meeting.

ACTION PROPOSED:

For Review and Discussion only.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: LITTLE LEAGUE FIELD USE

AGENDA NO.: 8 B

MEETING DATE: JULY 19, 2021

STAFF REVIEW:

Deputy Director, Dave Thommes:

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):

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

The Oak Brook Park District currently maintains and operates 1 synthetic turf field and approximately 25 natural grass fields for baseball, lacrosse, soccer, events, and programs.

Additionally, the Park District regularly rents these fields to approximately 33 different organizations from spring through fall. The majority of these groups fall into one of two categories: resident / community groups or non-resident groups. Non-resident groups pay \$75 an hour, whereas resident / community groups pay \$50. A \$35 fee per hour is also required for the use of lights. At present, three groups are not paying these rates, but two of them will be brought up to the appropriate rate by 2022. The third and final of those three is Oak Brook Little League (OBLL), which does not incur any charges for field or light usage. OBLL and the Park District have had a long-standing agreement whereby OBLL would make a significant contribution at the end of their season to go toward ball field upkeep, instead of paying per hour per field. Below is their last five-year contribution history:

Year	Contribution	Additional Information
2017	\$1,506	Pitcher's mound, batter's box stencil
2018	\$965	Flag pole
2019	\$350	Scoreboard remote controls
2020		
2021	\$4,700	Clay, LED scoreboard update

OBLL currently has a permit to use the ballfields for 123 hours in the spring and summer of 2021. Along with the field hours, they have 42 hours of light usage. The value of this permit at the resident / community organization rate is \$6,150 for field use plus \$1,470 for lights for a total amount of \$7,620. In the fall, they will also have a permit.

Our budget for maintenance at Central Park is \$690,754, including approximately \$69,670 in direct costs to maintain our natural turf fields. Neither the salaries of the field workers nor the cost of the equipment needed to maintain the fields are included in this estimate.

Accordingly, the Park District staff recommends that Oak Brook Little League be charged \$25 an hour for field use beginning with the fall 2021 season, along with the standard \$35 per hour for any light use. The Park District believes this is a fair compromise for both organizations.

ACTION PROPOSED:

For Review and Discussion only.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: FULL-TIME PARK TECHNICIAN (*) REQUIRES WAIVING THE BOARD RULES TO APPROVE AT THIS MEETING.)**

AGENDA NO.: 8-C

MEETING DATE: JULY 19, 2021

STAFF REVIEW:

Director of Parks and Planning, 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 Parks Department is comprised of five (5) full-time, non-exempt (hourly) staff members.

- 1 Landscape Specialist
- 2 Park Specialists
- 2 Park Technicians

With the opening of the north athletic fields at Central Park and increased use of the park facilities, it is necessary to strengthen the staff resources in the Parks Department. Since 2018, the Park District has increased the total acreage maintained by 34%, and the number of athletic fields maintained by over 300%. During that same time, full-time Parks Department staff has only increased by 25%.

The addition of one full-time Park Technician will help provide the means to maintain the park sites to a high standard and meet the demands of the community. The hiring date for this position will be after September 1, 2021. Expenses for this position will be offset by athletic field rental revenues. The total cost of this position for the remaining 2021-2022 fiscal year will be up to \$47,800.

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

Staff requests approval for the above referenced position for fiscal year 2021-2022. A job description for the position is attached.

ACTION PROPOSED:

Motion (and a second) to waive the Board's Rules to approve at this meeting, the budget allocation for hiring a full-time Park Technician beginning in fiscal year 2021-2022.

Motion (and a second) to approve the budget allocation for hiring a full-time Park Technician beginning in fiscal year 2021-2022.

Oak Brook Park District Job Description

Job Title: Park Technician
Classification: Full-Time, Non-Exempt
Department: Parks

SUMMARY:

The Park Technician is responsible for performing the landscaping operations of the Park District grounds, and assisting with in-house construction, maintenance and repair of all the Park District buildings, facilities, and equipment.

SUPERVISORY:

The Park Technician reports directly to the Director of Parks and Planning.

ESSENTIAL JOB DUTIES:

- Communicate with the Director of Parks and Planning regularly on Park District matters.
- Communicate with the Athletic and Recreation Manager regularly to ensure athletic fields are in playable condition for scheduled field rentals.
- Perform landscape maintenance operations for the Park District. This includes, but not limited to:
 - Turf Maintenance: mowing, irrigation, fertilizing, seeding, weed control, and removal of garbage and refuse materials.
 - Athletic Field Maintenance: baseball fields, soccer fields, basketball courts, tennis courts, shall be maintained to a high level of excellence. Install and maintain necessary apparatus according to field's programmed use, such as marking lines, moving and anchoring soccer goals, installing ballfield bases, wind screens and nets.
 - Landscape Maintenance: soil grading and preparation, tree plantings, tree trimming, tree spraying, tree watering, applying mulch to tree rings and planting beds, weeding, and flower bed planting and maintenance.
 - Construction: installation of park/playground equipment, park benches, park signage.
 - Winter Maintenance: snow removal from parking lots and sidewalks.
- Inspect parks, playgrounds, and recreation areas for hazards and unsafe conditions and make necessary repairs or modifications, and document such repairs.
- Maintain and repair picnic tables, fences, benches, trash cans, walkways, playground equipment and other park items, using tools such as saws, drills, and hand tools.
- Assist with any equipment repairs for the Park District. This includes Parks Department tools and equipment, as well as facility and programming equipment
- Assist with Recreation Department requests for construction, installation, and repair of special event materials.
- Set up and break down recreational facilities for routine use or special events; provide general assistance to event coordinators.
- Demonstrate exceptional customer service skills in all communications.
- Support the District's safety initiative including adhering to policies and procedures, performing your job in a safe manner, attending required training, seeking additional training as needed, promptly reporting accidents/incidents, and proactively addressing hazards in the workplace.

MARGINAL FUNCTIONS:

- Attend Park District meetings as required.

- Assist the Recreation Department with special event programs.
- Set up and/or breakdown programming space as required by facility and recreational staff. This includes, but not limited to, lifting and arranging chairs and tables, and moving supplies.
- Perform other duties as assigned.
- Ability to communicate effectively with fellow staff members.

PSYCHOLOGICAL REQUIREMENTS:

- Must be able to function effectively in a fast-paced environment.
- Must be able to deal with people under stressful and demanding situations.

PHYSICAL AND ENVIRONMENTAL REQUIREMENTS:

- Perform tasks that require walking, bending, stooping, standing, kneeling, climbing, reaching and sitting.
- Perform duties that require physical manual labor.
- Drive motorized vehicle to travel to different locations.
- Perform duties that require being exposed to the elements outdoors.
- Perform lifting tasks up to 50 pounds.
- Utilize Personal Protective Equipment (PPE) as required.

HOURS:

The Park Maintenance Technician is an hourly full-time position working 40 hours a week. The scheduled hours for this position are Monday - Friday, 7:00 AM to 3:30 PM, including a 30-minute unpaid lunch. The scheduled hours may be subject to change at the discretion of the Director of Parks & Planning. Evening and weekend hours may be required to assist the Park District with special events or other projects as required.

EDUCATION, EXPERIENCE AND TRAINING:

- High school graduate. Minimum 1 year experience in landscape maintenance with preference given to those with a Park and Recreation background.
- Valid Illinois State Driver's License is required.
- Good physical condition with sufficient strength to lift and hold 50 pounds.
- CPR/AED/First Aid Certification is required within the first year of employment. Training will be provided by the Park District.
- In-depth Confined Space training is required at time of hire with retraining every two years.

The Oak Brook Park District is an Equal Opportunity Employer.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION 21-0816: OSLAD GRANT PROGRAM
RESOLUTION OF AUTHORIZATION**

AGENDA NO: 8-D

MEETING DATE: JULY 19, 2021

STAFF REVIEW: Director of Parks & Planning, 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 phase II development of the North Athletic Fields at Central Park. The Park District has a project budget of 1.4 million dollars, but will seek additional funding in the form of grant 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 \$400,000 in matching funds for qualified projects through a competitive application and selection process.

The first phase of the North Athletic Fields project was funded partially through an OSLAD grant in 2020-2021. The OSLAD grant for the first phase was titled “Autumn Oaks Property” with the Illinois Department of Natural Resources. Upland Design Ltd. recommends that we continue to use the title of “Autumn Oaks Property” to help the IDNR link Phase 1 OSLAD grant funding with our application for Phase 2 grant assistance.

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

Staff anticipates that the conceptual design for phase II development will reflect improvements which will be consistent with OSLAD criteria for funding assistance.

Upon the Board’s approval of Resolution 21-0816, the Board of Commissioners will authorize the park district’s application for the OSLAD Grant. The resolution will be presented for the Board’s approval during the August 16, 2021 Board Meeting.

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: Autumn Oaks Property - Phase 2

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 16 day of August (month), 2021 (year)

Sharon Knitter

Name (printed / typed)

Attested by: Laure L. Kosey

Signature

Date: August 16, 2021

President, Board of Commissioners

Title



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ORDINANCE NO. 21-0817: AN ORDINANCE AUTHORIZING THE DESTRUCTION OF THE VERBATIM RECORD OF CERTAIN CLOSED MEETINGS

AGENDA NO.: 8 E

MEETING DATE: JULY 19, 2021

RECOMMENDED FOR BOARD ACTION: Executive Director, Laure Kosey:

A handwritten signature in cursive script, appearing to read "Laure Kosey".

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

As required by the Open Meetings Act, the closed meeting sessions of the Board Meetings are recorded. After 18 months, the Act permits the Board to authorize the destruction of these recordings, as long as the written minutes have been approved by the Board. The written minutes of these meetings have been approved by the Board of Commissioners, routinely, which occurred at the next executive meeting held after the meeting date.

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

The following Closed Meeting recording is now over 18 months in age.

July 15, 2019

Ordinance 21-0817 authorizes the destruction of the verbatim record of the above listed meeting.

ACTION PROPOSED:

For Review and Discussion Only.

ORDINANCE NO. 21-0817
AN ORDINANCE AUTHORIZING THE DESTRUCTION OF THE
VERBATIM RECORD OF CERTAIN CLOSED MEETINGS

WHEREAS, the Open Meetings Act (5 ILCS 120/1, *et seq.*) (the "Act") requires governmental bodies to keep a verbatim record of closed meetings by audio or video tape; and

WHEREAS, the Oak Brook Park District Board of Park Commissioners (the "Board") has complied with such requirement by providing for the Secretary of the Board to keep a verbatim record of all closed meetings by audio tape; and

WHEREAS, the Act also permits governmental bodies to destroy the verbatim record of closed meetings, no less than eighteen (18) months after the completion of the meeting recorded, without notification to or approval of a records commission or the State Archivist under the Local Records Act, but only after: i) the public body approves the destruction of a particular recording; and ii) the public body approves written minutes that meet the requirements of the Act for the closed meeting recorded; and

WHEREAS, at least eighteen (18) months have passed since the completion of certain closed meetings of the Board that are identified in Section 1 of this Ordinance, and the Board has approved written minutes for each of the such closed meetings; and

WHEREAS, the Board has determined that it is necessary and desirable to order the destruction of the verbatim record of the closed meetings identified in Section 1 of this Ordinance; and

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

Section 1. The Board hereby finds that at least eighteen (18) months have passed since the completion of the following closed meetings of the Board, and that the Board has approved written minutes for such closed meetings:

July 15, 2019

Section 2. The Board hereby orders the destruction of the entire verbatim record, in the form of audio tapes, of the closed meetings identified in Section 1 of this Ordinance, and the Secretary is hereby authorized and directed to destroy said audio tapes in a suitable manner.

Section 3. All resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

Section 4. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS 16TH DAY OF AUGUST, 2021

AYES: _____

NAYS: _____

ABSENT: _____

President Sharon Knitter

ATTEST:

Laure Kosey, Secretary



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: REVISION TO PERSONNEL POLICY MANUAL
SECTION 3.10 TIME-OFF BENEFITS – PERSONAL TIME**

AGENDA No.: 8 F

MEETING DATE: JULY 19, 2021

STAFF REVIEW:

Human Resource Manager, Linda Noonan:

Handwritten signature of Linda Noonan in cursive.

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in cursive.

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

The current Personal Time Policy (approved by the Board of Commissioners on March 16, 2020) provides full-time employees three paid personal days (24 hours) per calendar year.

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

On June 17, Juneteenth was made a federal holiday commemorating the end of slavery. Subsequently, Governor Pritzker made Juneteenth an official state holiday beginning in 2022.

In recognition of this additional holiday, we are requesting the Board's consideration to add a personal day (8 hours) to the current paid time-off benefits for full-time employees. We are proposing the addition of a personal day as opposed to another holiday because the District will remain open for Juneteenth. Like other paid personal days, this time off would be scheduled at the employee's discretion and facility operating hours would not be impacted.

ACTION PROPOSED:

For Review and Discussion Only.