



**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**March 18, 2019 – 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 MARCH 18, 2019 AGENDA
  - b. APPROVAL OF MINUTES
    - i. February 18, 2019 Regular Meeting Minutes
    - ii. February 18, 2019 Special Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING February 28, 2019
    - i. Approval of Warrant No. 621
4. COMMUNICATIONS/PROCLAMATIONS
  - a. Board of Commissioners to share communications
  - b. Presentation of Unity Garden Design
5. STAFF RECOGNITION
  - a. Liz Littwin, recipient of the IPRA Communications and Marketing Section Rising Star Award
6. REPORTS:
  - a. Administrative, IT, and Marketing Report
  - b. Finance & Human Resources Report
  - c. Recreation & Facilities Report
  - d. Parks & Planning Report
7. UNFINISHED BUSINESS
  - a. Resolution 19-0318: A Resolution Amending the Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing
  - b. Request for Letters of Interest, Statement of Qualifications, and Performance Data for Professional Services for the Autumn Oaks/Central Park North Fields Project
  - c. Central Park Asphalt Project Bid
  - d. Resolution 19-0319: A Resolution Authorizing the Executive Director to Enhance and Expand Available Habitat for Monarch Butterflies and other Native Pollinators





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**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**March 18, 2019 – 6:30 p.m.**  
**Canterberry Room**

8. NEW BUSINESS

a. Budget for Fiscal Year 2019- 2020

The tentative Budget and Appropriation Ordinance 19-0415 for Fiscal Year May 1, 2019 – April 30, 2020 has been placed on public display for thirty days following the publication notice in the Doings – Oak Brook Newspaper on March 14, 2019. The Budget and Appropriation Ordinance encompasses all previous reviews by the Board of Commissioners. The Public Hearing is scheduled to occur at the April 15, 2019 regular meeting of the Board of Commissioners for the purpose of receiving public comment on the Budget and Appropriation Ordinance. A Legal Notice of the Public Hearing will be published in the Doings – Oak Brook Newspaper on April 4, 2019

b. Ordinance 19-0416: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation

c. Renewal of the Intergovernmental Agreement Dated March 10, 2008 and amended April 16, 2018, by and between the Board of Education of Butler School District # 53, the Oak Brook Park District and the LaGrange Area Department of Special Education for a Cooperative Preschool Program at The Oak Brook Park District Recreation Center

d. Renewal of the Intergovernmental Agreement Dated January 18, 2016, By and Between the Board of Education of Butler School District #53 and the Oak Brook Park District for a Before and After School Program at Brook Forest Elementary School for School Year 2019-2020

e. Resolution 19-0417: A Resolution Amending the Agreement Between the Oak Brook Park District and Next Generation Screen Printing and Apparel, Inc. for Apparel Screen Printing and Embroidery Services

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON APRIL 15, 2019, 6:30 p.m.

10. ADJOURNMENT





**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**March 18, 2019 – 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 second) to approve taking a Single Omnibus Vote on the Consent Agenda, as Presented. **Roll Call Vote—VOTE MUST BE UNANIMOUS.***

*Then ask for a motion (and second) to approve the Consent Agenda, as presented. **Roll Call Vote...***

- a. APPROVAL OF MARCH 18, 2019 AGENDA
  - b. APPROVAL OF MINUTES
    - i. February 18, 2019 Regular Meeting Minutes
    - ii. February 18, 2019 Special Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING February 28, 2019
    - i. Approval of Warrant No. 621
4. COMMUNICATIONS/PROCLAMATIONS *[For review and Discussion Only.]*
    - a. Board of Commissioners to share communications
    - b. Presentation of Unity Garden Design
  5. STAFF RECOGNITION *[For Review and Discussion: Recognize Liz Littwin for her IPRA Communications and Marketing Section Rising Star Award.]*
    - a. Liz Littwin, recipient of the IPRA Communications and Marketing Section Rising Star Award
  6. REPORTS: *[For Review and Discussion]*
    - a. Administrative, IT, and Marketing Report
    - b. Finance & Human Resources Report
    - c. Recreation & Facilities Report
    - d. Parks & Planning Report





**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**March 18, 2019 – 6:30 p.m.**  
**Canterberry Room**

**7. UNFINISHED BUSINESS**

- a. Resolution 19-0318: A Resolution Amending the Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing *[Request a motion and a second to approve Resolution 19-0318: A Resolution Amending the Agreement Between the Oak Brook Park District and Classica Landscape, Ltd. for Turf Grass Mowing. **Roll Call Vote...**]*
- b. Request for Letters of Interest, Statement of Qualifications, and Performance Data for Professional Services for the Autumn Oaks/Central Park North Fields Project *[Request a motion and a second to accept the Professional Services Proposal for Autumn Oaks Park and Central Park Phase II from Wight & Company for a total not-to-exceed cost of \$297,800. **Roll Call Vote...**]*
- c. Central Park Asphalt Project Bid *[Request a motion and a second to accept the Base Bid for the Central Park Asphalt Project of \$27,514 and the Alternate Bid for the second application of sealer in the amount of \$6,970 from Denler, Inc.; and to Approve an Agreement between the Oak Brook Park District and Denler, Inc. for a total not-to-exceed cost of \$34,484. **Roll Call Vote...**]*
- d. Resolution 19-0319: A Resolution Authorizing the Executive Director to Enhance and Expand Available Habitat for Monarch Butterflies and other Native Pollinators *[Request a motion and a second to approve Resolution 19-0319: A Resolution authorizing the Executive Director to enhance and expand available habitat for the monarch butterflies and other native pollinators. **Roll Call Vote...**]*

**8. NEW BUSINESS *[For Review and Discussion Only.]***

- a. Budget for Fiscal Year 2019- 2020  
The tentative Budget and Appropriation Ordinance 19-0415 for Fiscal Year May 1, 2019 – April 30, 2020 has been placed on public display for thirty days following the publication notice in the Doings – Oak Brook Newspaper on March 14, 2019. The Budget and Appropriation Ordinance encompasses all previous reviews by the Board of Commissioners. The Public Hearing is scheduled to occur at the April 15, 2019 regular meeting of the Board of Commissioners for the purpose of receiving public comment on the Budget and Appropriation Ordinance. A Legal Notice of the Public Hearing will be published in the Doings – Oak Brook Newspaper on April 4, 2019
- b. Ordinance 19-0416: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation
- c. Renewal of the Intergovernmental Agreement Dated March 10, 2008 and amended April 16, 2018, by and between the Board of Education of Butler School District # 53, the Oak Brook Park District and the LaGrange Area Department of Special Education for a Cooperative Preschool Program at The Oak Brook Park District Recreation Center





**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
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**NEW BUSINESS CONTINUED:** *[For Review and Discussion Only.]*

- d. Renewal of the Intergovernmental Agreement Dated January 18, 2016, By and Between the Board of Education of Butler School District #53 and the Oak Brook Park District for a Before and After School Program at Brook Forest Elementary School for School Year 2019-2020
- e. Resolution 19-0417: A Resolution Amending the Agreement Between the Oak Brook Park District and Next Generation Screen Printing and Apparel, Inc. for Apparel Screen Printing and Embroidery Services

**THE BUDGET AND APPROPRIATION PUBLIC HEARING FOR FISCAL YEAR 2019-2020 AND THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON APRIL 15, 2019, 6:30 p.m.** *[Announce the Budget and Appropriation Public Hearing for FY 2019-2020 and the Next Regular Meeting of The Oak Brook Park District Board of Park Commissioners Will Be Held on April 15, 2019, 6:30 p.m.]*

- 9. **ADJOURNMENT** *[Request for a Motion and a second to adjourn the March 18, 2019 Board Meeting. **Voice Vote: "All in favor..."**]*



**MINUTES OF THE  
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT  
BOARD OF COMMISSIONERS  
February 18, 2019 – 6:30 p.m.  
Canterberry Room**

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

President Knitter called the Regular Meeting of the Oak Brook Park District to order at 6:30 p.m. in the Recreation Center's Canterberry Room. Commissioners Carson and Truedson answered "present." Commissioners Tan and Trombetta were absent. Also present 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 was anyone in the audience who wished to address the Board.

Ahmad Sulaiman, an Oak Brook resident, commended the Park District for doing a great job and said he is happy to be a part of this community.

3. CONSENT

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

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

Ayes: Commissioners Carson, Truedson, and President Knitter

Nays:

Absent: Commissioners Tan and Trombetta

Motion: Commissioner Truedson made a motion seconded by Commissioner Carson, to approve the consent agenda, as presented.

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

Ayes: Commissioners Carson, Truedson, and President Knitter

Nays:

Absent: Commissioners Tan and Trombetta

a. APPROVAL OF February 18, 2019 AGENDA

b. APPROVAL OF MINUTES

i. January 21, 2019 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING January 31, 2019

i. Approval of Warrant No. 620

#### 4. COMMUNICATIONS/PROCLAMATIONS

##### a. Board of Commissioners to share communications

President Knitter asked if there was anyone on the Board who wished to share communications.

Commissioner Truedson said he recently talked with Village Trustee and Village President candidate, John Barr, regarding the proposed median on Forest Gate Road and its impact on the 14 parking spaces. Trustee Barr mentioned that there was never a formal safety study done regarding the parking spaces on Forest Gate Road and what was received by the police department regarding safety of these spaces was only an opinion based on accident rates in this location.

Commissioner Carson said it was the Police Chief's recommendation.

Commissioner Truedson said that Trustee Barr stated that the Police Chief now says the parking spaces should not be there.

Commissioner Truedson said that the plan for the median is part of a larger beautification project for nearby areas such as Jorie Boulevard. He said the project includes the installation of street lights for all areas of the project except Forest Gate Road. He said this would create a safety hazard and lights must be included on Forest Gate Road if the median is to be installed.

President Knitter said she is concerned about the possibility of losing the 14 parking spaces along Forest Gate. She noted that there is a limited number of parking spaces at the ball fields and eliminating the Forest Gate Parking would result in a 25% reduction in parking, which is significant.

President Knitter said she received an email from Steven Stawarz, one of the two candidates for Park Board, and said he is withdrawing from the election due to a job promotion that will have him traveling extensively.

##### b. Central Park received the *2018 IPRA Outstanding Facility and Park Award* from the Illinois Park and Recreation Association (IPRA) for the Central Park Improvement Project

A plaque was received as part of the award for 2018 IPRA Outstanding Facility and Park Award. The plaque was presented and a picture was taken with Dave Thommes, Bob Johnson and President Knitter.

The Board congratulated staff.

##### c. Lara Suleiman, Recipient of the *IAPD/IPRA Community Service Award*

President Knitter presented Ms. Lara Suleiman with the plaque received for the IAPD/IPRA Community Award. A picture was taken with Ms. Suleiman and President Knitter.

The Board congratulated Ms. Suleiman.

## 5. STAFF RECOGNITION

- a. Oak Brook Park District received the 2018 IPRA Agency Showcase recognitions:

Jessica Cannady, Marketing and Communications Manager, presented the District's Agency Showcase Awards.

- i. Second Place in Public Relations
- ii. Third Place in Social Media

The Board congratulated Ms. Cannady on these achievements and a picture was taken with Ms. Cannady and President Knitter.

## 6. REPORTS:

- a. Administrative, IT, and Marketing Report

Laura Kosey presented her report, which can be found in the Park District records.

Ms. Kosey said the newly acquired soccer fields will now be named Central Park North Fields. In regard to the landscaping work that needs to be completed at the site, she said she has interviewed six landscape architect firms and is recommending Wight & Co.

Ms. Lara Suleiman, an Oak Brook resident and Candidate for Park Board, was present in the audience and asked the Board whether they have considered obtaining community input for the proposed Unity Garden at Central Park.

President Knitter confirmed that the Park District is working with the community on this project.

Ms. Kosey said she was made aware that since the Park District won the Gold Medal Award in 2015, we cannot reapply for the award until 2020.

There were no further questions or comments regarding Ms. Kosey's report.

- b. Finance & Human Resources Report

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

Mr. Salinas said the three major funds continue to show a year-to-date net surplus but said these balances will begin to decrease as expenses tend to increase at this time of year. He said it is not a budgeting problem, but rather it is because property tax funds are received in the fall and therefore fund balances are at their peak during the fall and early winter months.

Commissioner Truedson noted that aquatic party revenue has declined by 10% when compared to this time last year.



Dave Thommes said the party rental revenue figures fluctuate throughout the year, so he is not concerned, and overall, aquatic programs are improving when compared to last year.

There were no further questions or comments regarding Mr. Salinas's report.

c. Recreation & Facilities Report

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

Mr. Thommes said interviews are scheduled to begin next week for the new Aquatic Supervisor position for the Bath & Tennis and the Aquatic Center during the Bath & Tennis's off season.

Mr. Thommes said currently swim lessons registration for the winter/spring session is at 74% compared to last year's total numbers, but noted that there are still two registration dates to come, so he believes that registrations will increase substantially.

Mr. Thommes said he and his staff are reaching out to interior decorators for ideas on interior renovations at Central Park West. He said staff will then evaluate what parts of the redecorating project can be completed in-house.

There were no questions or comments regarding Mr. Thommes's report.

d. Parks & Planning Report

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

Mr. Johnson said he and his staff have begun routine maintenance at the Central Park North Fields which basically has consisted of snow removal and familiarizing staff with the land.

Mr. Johnson said he and Ms. Kosey recently met with Illinois Department of Tollway Authority (IDOT), staff regarding the Dean Nature Sanctuary and land that IDOT will need as part of their 294-tollway expansion project. He said we now have a better idea what IDOT wants as far as property, and the good news is the land they need has a lot of buckthorn, however, it also has some valuable mature trees. He said he will be receiving appraisals for this property. He also said that the bike path will be closed for two years once this project begins and that IDOT has tasked the Park District with finding an alternate route. He said IDOT will be covering the cost for bike path detour signage.

There were no questions or comments regarding Mr. Johnson's report.

7. UNFINISHED BUSINESS

a. Ordinance 19-0218: An Ordinance Transferring Funds to and From Several Park District Funds

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve Ordinance 19-0218: An Ordinance transferring funds to and from several Park District funds.

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

Ayes: Commissioners Carson, Truedson, and President Knitter

Nays:

Absent: Commissioners Tan and Trombetta

- b. Ordinance No.19-0219: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

Motion: Commissioner Carson made a motion, seconded by Commissioner Truedson, to approve Ordinance No.19-0219: An Ordinance authorizing the destruction of the verbatim record of certain closed meetings.

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

Ayes: Commissioners Carson, Truedson, and President Knitter

Nays:

Absent: Commissioners Tan and Trombetta

- c. Market Based Salary Range Adjustments

Motion: Commissioner Carson made a motion, seconded by Commissioner Truedson, to approve the market-based salary range adjustments as presented.

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

Ayes: Commissioners Carson, Truedson, and President Knitter

Nays:

Absent: Commissioners Tan and Trombetta

- d. Amendment to the Conservation Easement Agreement Between the Oak Brook Park District and the Conservation Foundation for the Dorothy and Sam Dean Nature Sanctuary

Motion: Commissioner Carson made a motion, seconded by Commissioner Truedson, to approve the Amendment to the Conservation Easement Agreement between the Oak Brook Park District and the Conservation Foundation for the Dorothy and Sam Dean Nature Sanctuary.

Commissioner Truedson said he is fine with the accessway, but said this Agreement also includes language regarding possible construction on the Dean property. He said he has real concern about this as it would be a violation against the covenant set by the Dean family. Commissioner Truedson suggested that this part of the amendment be pulled out or made into a separate amendment. He also said he would like to further research the issue.

Ms. Kosey said this easement agreement just approves an emergency access road and does not approve it to be built at this point. She said it simply allows us to move forward and will allow the road to be built once we come to an agreement for compensation.

Ms. Kosey further said that the original covenant allowed the Dean House to act as a nature center which is no longer possible as the house had to be torn down due to various safety issues. This new proposed amendment includes the nature center construction language so it will allow us the possibility of constructing a nature center in the future. She emphasized with the Board that she has no plans to build a nature center and would rather the property continue to be self-leading. She said this construction language must be included in this amendment and would simply leave the possibility of a structure being constructed at the site sometime in the distant future, if desired.

Commissioner Truedson said this should be clearly written in this amendment so that down the road it will provide future Boards and staff clear direction.

After lengthy discussion, this amendment was tabled for a later date after further research can be completed.

## 8. NEW BUSINESS

- a. Resolution 19-0318: A Resolution Amending the Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing

Bob Johnson presented this issue for review and discussion only.

Mr. Johnson said the current contract with Classic Landscape, Ltd. allows for a one-year renewal, and it is recommendation to continue the contract for one year.

There were no questions or comments regarding this issue.

- b. Request for Letters of Interest, Statement of Qualifications, and Performance Data for Professional Services for the Autumn Oaks/Central Park North Fields Project

This issue was presented for review and discussion only.

This issue was discussed earlier under the Executive Director's report.

There were no questions or comments regarding this issue.

- c. Central Park Asphalt Project Bid

Bob Johnson presented this issue for review and discussion only.

Mr. Johnson said this work was to be completed last fall, but the winter weather set in, so it is now to be done in this spring.

There were no questions or comments regarding this issue.

- d. Resolution 19-0319: A Resolution Authorizing the Executive Director to Enhance and Expand Available Habitat for Monarch Butterflies and other Native Pollinators

Bob Johnson presented this issue for review and discussion only.

Mr. Johnson said this is being done in partnership with the Du Page Monarch Project. He said the Dean property is a prime location and habitat for monarchs so we will simply be affirming how we already maintain the Dean property. He said interpretive signage regarding the monarch habitat will be installed at the property.

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON MARCH 18, 2019, 6:30 p.m. A SPECIAL MEETING OF THE OAK BROOK BOARD OF PARK COMMISSIONERS WILL BE HELD 10 MINUTES AFTER THE ADJOURNMENT OF THIS FEBRUARY 18, 2019 REGULAR MEETING FOR THE PURPOSE OF DISCUSSING THE FISCAL YEAR 2019 – 2020 BUDGET OF THE OAK BROOK PARK DISTRICT.

10. President Knitter announced the next Regular Meeting of The Oak Brook Park District Board of Park Commissioners will be held on March 18, 2019, 6:30 P.M. and that a Special meeting of the Oak Brook Board of Park Commissioners will be held 10 minutes after the adjournment of this February 18, 2019, Regular Meeting for the purpose of discussing the fiscal year 2019 – 2020 budget of the Oak Brook Park District.

11. ADJOURNMENT

Motion: Commissioner Truedson made a motion seconded by Commissioner Carson, to adjourn the regular meeting at the hour of 7:05 p.m.

There was no discussion, and the motion passed by voice vote.

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Laure L. Kosey, Executive Director

**MINUTES OF THE SPECIAL MEETING  
OF THE  
OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS  
February 18, 2019**

1) CALL TO ORDER THE SPECIAL MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND ROLL CALL

President Knitter called the Special Meeting of the Oak Brook Park District to order at 7:06 p.m. in the Recreation Center's Canterbury Room. Commissioners Carson and Truedson answered "present." Commissioners Tan and Trombetta were absent. Also present were Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Dave Thommes, Deputy Director; and Bob Johnson, Director of Parks and Planning.

2) APPROVAL OF THE FEBRUARY 18, 2019 AGENDA OF THE SPECIAL MEETING

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve the Consent Agenda of the special meeting, as presented.

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

Ayes: Commissioners Carson, Truedson, and President Knitter

Nays:

Absent: Commissioners Tan and Trombetta

3) OPEN FORUM

President Knitter asked if there was anyone in the audience who wished to address the Board.

No one addressed the Board.

4) SPECIAL MEETING BUSINESS

- a) Discussion of the Five-Year Capital Improvement Plan and Requested Fiscal Year 2019/2020 Operating Budget

Marco Salinas presented the Five-Year Capital Improvement Plan and the Requested Fiscal Year 2019/2020 Operating Budget. Copies of these documents can be found in the Park District records.

Mr. Salinas reviewed the Five-Year Capital Improvement Plan highlighting various projects such as HVAC replacements at the Recreation and Tennis Centers and drop ceiling repair work at the Recreation Center.

Mr. Salinas noted that work to be performed at the newly acquired Central Park North Fields will be completed with funds received from the bond purchase.

President Knitter asked if there were projects that were pulled out of the plan that staff had wanted completed.

Ms. Kosey said yes. There were plans for additional signage throughout Park District property, playground replacement at satellite parks, as well as maintenance work at the Aquatic Center. Ms. Kosey stressed that the maintenance work at the Aquatic Center is not a high priority at this point and staff is comfortable delaying the work until 2022. She also said the indoor track surface is reaching the “end-of-life” age for this type of surface but is still in great condition, so its replacement is also being delayed. Phase 2 of the Baseball Reconfiguration Project is being pushed to 2022 and may be pushed even farther into the future as there are no available funds now or in the foreseeable future.

Commissioner Carson asked where the proposed pavers are to be installed at the Tennis Center.

Mr. Johnson said the paver project will most likely be eliminated as it is no longer needed with recent resurfacing of the parking area.

President Knitter questioned the resurfacing project for the outdoor courts at the Tennis Center and its cost of \$500,000.

Ms. Kosey said Mr. Pop is looking for grant funds for this project and said the plan is to rebuild these eight courts, not simply to resurface them, and to convert some of them into clay courts. She said without a grant, she does not see this project moving forward.

President Knitter questioned whether it is wise to install clay courts as they require a high level of maintenance.

Marco Salinas next presented the requested Fiscal Year 2019/2020 Operating Budget by providing an overview of the various budget funds.

Mr. Salinas noted that the total revenue budgeted is a 9% increase from the current fiscal year primarily due to an increase in real estate tax revenue.

Staff discussed the new minimum wage law that was recently passed in the State of Illinois and its impact on the Park District. Ms. Kosey said we already pay a minimum wage of \$9.25 per hour which will be the mandatory minimum wage rate in 2020. It was noted that the new law increases the minimum wage in increments.

President Knitter asked staff and the Board for ideas on how to use technology to increase outdoor activity for kids. She said this has not been tried much at the Park District and this type of programming requires money. She said blending technology with physical activity programs is the future. President Knitter said this type of programming was recently done in Seattle where a clear paint was applied to pavement that would show hidden messages to kids when it rained. President Knitter also suggested installing outdoor scannable signage which would peak kids’ interest.

When reviewing the Tennis Center budget, Mr. Salinas reminded the Board that it is an enterprise fund and therefore is separate from the rest of the Park District.

Ms. Kosey said our fund balance policy requires the balances to fall within a certain range. The balances are compliant with the policy.

President Knitter said she is concerned that we are losing money at the Bath & Tennis Club.

There was a discussion regarding the cost and revenue results from managing the Bath & Tennis Club last year. It was noted that there was a large surplus in revenue last year with a refund given

to the Village. Mr. Salinas said adjustments to the budget have been made in this draft budget, so we are projecting a smaller surplus this year.

There were no further questions regarding the draft budget. Ms. Kosey said it will be presented again in March after some adjustments are made but said it is nearly complete. She said we are still waiting to get further details regarding the new minimum wage law and that there still need to be some adjustments made to the facilities budget.

The board noted that FOIA costs have substantially decreased.

5) THE NEXT REGULAR MEETING WILL BE HELD ON March 18, 2019, 6:30 p.m.

President Knitter announced the next Regular Meeting of The Oak Brook Park District Board of Park Commissioners will be held on March 18, 2019, 6:30 p.m.

6) ADJOURNMENT

Motion: Commissioner Carson made a motion seconded by Commissioner Truedson, to adjourn the regular meeting at the hour of p.m. 7:42 p.m.

There was no discussion, and the motion pass by voice vote.

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Laure L. Kosey, Executive Director

**Oak Brook Park District**  
**General Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through February 28, 2019 and 2018**  
**83.33% completed (10 out of 12 months)**

	Fiscal Year 2018/2019- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	February 2019 Actual	Year-To-Date Actual	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2017/2018 Year-To-Date Actual	2018/2019 Y-T-D Actual Higher/ (Lower) than 2017/2018 Y-T-D	Percent Change
	<b>REVENUES</b>								
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ 1,585,781	\$ (1,585,781)	-100.0%
<b>Finance</b>									
Property Taxes	1,305,765	3	1,378,661	-	1,378,661	105.6%	-	1,378,661	N/A
Personal Prop. Repl. Taxes	84,012	-	61,788	-	61,788	73.5%	-	61,788	N/A
Investment Income	11,000	864	9,624	-	9,624	87.5%	-	9,624	N/A
Other	3,000	1,810	16,815	-	16,815	560.5%	-	16,815	N/A
Central Park	97,000	(10)	97,654	-	97,654	100.7%	102,533	(4,879)	-4.8%
Dean Property	-	3,000	3,000	-	3,000	N/A	3,750	(750)	-20.0%
Building-Recreation Center	978,204	36,584	713,574	-	713,574	72.9%	720,985	(7,411)	-1.0%
Central Park West	80,625	(3,068)	58,104	-	58,104	72.1%	63,131	(5,027)	-8.0%
<b>TOTAL REVENUES</b>	<b>\$ 2,559,606</b>	<b>\$ 39,183</b>	<b>\$ 2,339,221</b>	<b>\$ -</b>	<b>\$ 2,339,221</b>	<b>91.4%</b>	<b>\$ 2,476,179</b>	<b>\$ (136,958)</b>	<b>-5.5%</b>
<b>EXPENDITURES</b>									
Administration	\$ 436,174	\$ 31,238	\$ 347,781	\$ (448)	\$ 347,333	79.7%	\$ 657,819	\$ (310,038)	-47.1%
Finance	494,615	38,283	331,232	3,768	335,001	67.0%	-	331,232	N/A
Central Park	605,602	38,637	457,214	19,383	476,597	75.5%	465,774	(8,560)	-1.8%
Saddlebrook Park	30,262	-	14,602	1,897	16,499	48.3%	11,116	3,486	31.4%
Forest Glen Park	27,961	49	21,685	2,106	23,792	77.6%	17,684	4,002	22.6%
Chillem Park	9,621	-	4,645	552	5,197	48.3%	5,628	(983)	-17.5%
Dean Property	10,641	495	7,287	336	7,623	68.5%	10,029	(2,742)	-27.3%
Professional Services	62,200	57	34,390	290	34,680	55.3%	26,403	7,987	30.2%
Contracts- Maint. DNS	27,000	-	5,451	-	5,451	20.2%	13,249	(7,798)	-58.9%
Building-Recreation Center	923,174	66,224	678,170	31,348	709,518	73.5%	667,959	10,212	1.5%
Central Park West	63,066	4,652	33,818	1,473	35,291	53.6%	28,170	5,648	20.0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,690,316</b>	<b>\$ 179,635</b>	<b>\$ 1,936,276</b>	<b>\$ 60,706</b>	<b>\$ 1,996,982</b>	<b>72.0%</b>	<b>\$ 1,903,830</b>	<b>\$ 32,446</b>	<b>1.7%</b>
<b>TRANSFERS OUT</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>100.0%</b>	<b>\$ 410,000</b>	<b>\$ (260,000)</b>	<b>N/A</b>
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 2,840,316</b>	<b>\$ 329,635</b>	<b>\$ 2,086,276</b>	<b>\$ 60,706</b>	<b>\$ 2,146,982</b>	<b>73.5%</b>	<b>\$ 2,313,830</b>	<b>\$ (227,554)</b>	<b>-9.8%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ (280,710)</b>	<b>\$ (290,452)</b>	<b>\$ 252,945</b>	<b>\$ (60,706)</b>	<b>\$ 192,239</b>	<b>-90.1%</b>	<b>\$ 162,349</b>	<b>\$ 90,596</b>	<b>55.8%</b>

**Note>** Fiscal year 2018/2019 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/-10.00% or greater.



**Oak Brook Park District**  
**Recreation Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through February 28, 2019 and 2018**  
**83.33% completed (10 out of 12 months)**

	Fiscal Year 2018/2019- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	February 2019 Actual	Year-To-Date Actual	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2017/2018 Year-To-Date Actual	2018/2019 Y-T-D Actual Higher/ (Lower) than 2017/2018 Y-T-D	Percent Change
<b>REVENUES</b>									
<b>Administration</b>									
Property Taxes	\$ 900,000	\$ 2	\$ 890,500	\$ -	\$ 890,500	98.9%	\$ 879,564	\$ 10,936	1.2%
Personal Prop. Repl. Taxes	26,448	-	19,452	-	19,452	73.5%	21,789	(2,337)	-10.7%
Investment Income	12,000	910	14,076	-	14,076	117.3%	12,646	1,431	11.3%
Other	3,000	(29,433)	1,432	-	1,432	47.7%	1,310	122	9.3%
<b>Fitness Center</b>	857,121	46,334	693,775	-	693,775	80.9%	690,695	3,080	0.4%
<b>Aquatic Center</b>	485,062	57,942	420,022	-	420,022	86.6%	388,498	31,524	8.1%
<b>Aquatic Recreation Prog.</b>	574,212	27,958	488,767	-	488,767	85.1%	474,261	14,506	3.1%
<b>Children's Programs</b>	90,890	4,465	100,559	-	100,559	110.6%	96,044	4,516	4.7%
<b>Preschool Programs</b>	313,993	23,283	218,789	-	218,789	69.7%	255,375	(36,586)	-14.3%
<b>Youth Programs</b>	182,733	7,594	192,014	-	192,014	105.1%	181,421	10,593	5.8%
<b>Adult Programs</b>	52,490	1,217	48,256	-	48,256	91.9%	49,860	(1,604)	-3.2%
<b>Pioneer Programs</b>	84,500	1,396	62,748	-	62,748	74.3%	80,099	(17,351)	-21.7%
<b>Special Events and Trips</b>	87,715	3,211	96,243	-	96,243	109.7%	74,713	21,530	28.8%
<b>Marketing</b>	24,000	30,533	57,433	-	57,433	239.3%	101,875	(44,442)	-43.6%
<b>TOTAL REVENUES</b>	<b>\$ 3,694,164</b>	<b>\$ 175,412</b>	<b>\$ 3,304,066</b>	<b>\$ -</b>	<b>\$ 3,304,066</b>	<b>89.4%</b>	<b>\$ 3,308,148</b>	<b>\$ (4,082)</b>	<b>-0.1%</b>
<b>EXPENDITURES</b>									
<b>Administration</b>	\$ 952,031	\$ 124,262	\$ 651,424	\$ 22,249	\$ 673,673	68.4%	\$ 558,553	\$ 92,871	16.6%
<b>Fitness Center</b>	687,190	45,561	505,965	14,095	520,060	73.6%	496,393	9,572	1.9%
<b>Aquatic Center</b>	806,398	46,559	583,443	31,840	615,283	72.4%	586,456	(3,014)	-0.5%
<b>Aquatic Recreation Prog.</b>	297,857	16,455	195,701	(179)	195,521	65.7%	200,578	(4,878)	-2.4%
<b>Children's Programs</b>	77,825	5,594	58,887	6,748	65,635	75.7%	55,687	3,200	5.7%
<b>Preschool Programs</b>	245,478	18,626	158,562	(829)	157,733	64.6%	161,950	(3,388)	-2.1%
<b>Youth Programs</b>	142,630	2,535	102,267	3,696	105,963	71.7%	101,603	664	0.7%
<b>Adult Programs</b>	46,469	2,563	30,515	6,266	36,781	65.7%	31,936	(1,421)	-4.4%
<b>Pioneer Programs</b>	82,230	1,380	47,415	3,240	50,655	57.7%	63,613	(16,198)	-25.5%
<b>Special Events and Trips</b>	87,340	683	64,361	6,000	70,361	73.7%	61,305	3,057	5.0%
<b>Marketing</b>	337,410	18,253	232,734	25,163	257,898	69.0%	224,199	8,535	3.8%
<b>Capital Outlay</b>	375,000	4,134	287,699	11,000	298,699	76.7%	137,761	149,938	108.8%
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,137,858</b>	<b>\$ 286,605</b>	<b>\$ 2,918,972</b>	<b>\$ 129,289</b>	<b>\$ 3,048,261</b>	<b>70.5%</b>	<b>\$ 2,680,036</b>	<b>\$ 238,937</b>	<b>8.9%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (443,694)</b>	<b>\$ (111,193)</b>	<b>\$ 385,094</b>	<b>\$ (129,289)</b>	<b>\$ 255,805</b>	<b>-86.8%</b>	<b>\$ 628,113</b>	<b>\$ (243,019)</b>	<b>-38.7%</b>

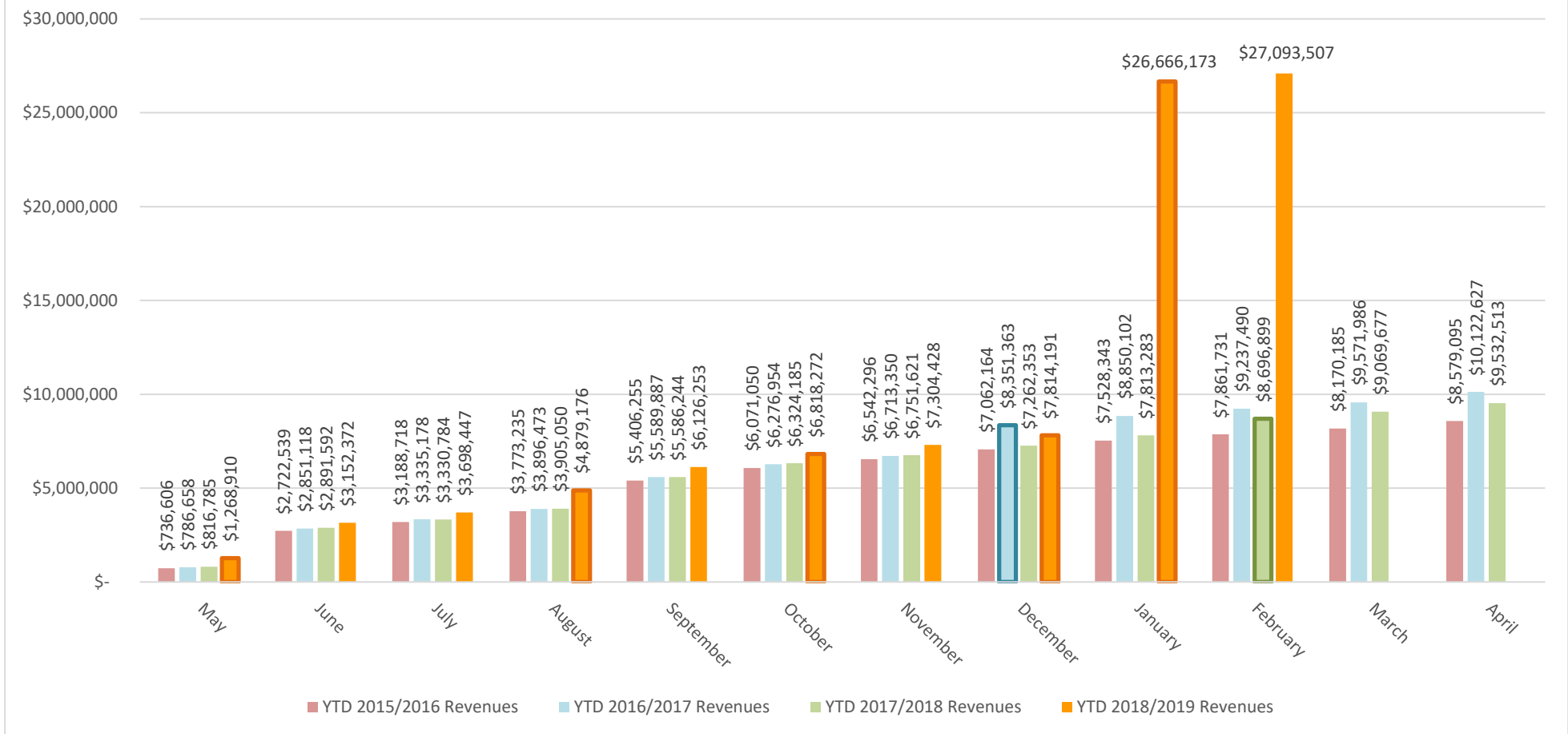
**Note>** Fiscal year 2018/2019 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/-10.00% or greater.

**Oak Brook Park District**  
**Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited**  
**Fiscal Year-to-Date Activity through February 28, 2019 and 2018**  
**83.33% completed (10 out of 12 months)**

	Fiscal Year 2018/2019- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	February 2019 Actual	Year-To-Date Actual	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2017/2018 Year-To-Date Actual	2018/2019 Y-T-D Actual Higher/ (Lower) than 2017/2018 Y-T-D	Percent Change
<b>REVENUES</b>									
Administration	\$ 6,500	\$ 2,241	\$ 15,528	\$ -	\$ 15,528	238.9%	\$ 5,657	\$ 9,871	174.5%
Building- Racquet Club	1,000	-	66	-	66	6.6%	550	(484)	-87.9%
Programs- Racquet Club	1,543,700	205,404	1,755,405	-	1,755,405	113.7%	1,480,229	275,176	18.6%
<b>TOTAL REVENUES</b>	<b>\$ 1,551,200</b>	<b>\$ 207,645</b>	<b>\$ 1,770,999</b>	<b>\$ -</b>	<b>\$ 1,770,999</b>	<b>114.2%</b>	<b>\$ 1,486,435</b>	<b>\$ 284,564</b>	<b>19.1%</b>
<b>EXPENSES</b>									
Administration	\$ 688,492	\$ 44,123	\$ 445,434	\$ 3,169	\$ 448,603	64.7%	\$ 428,769	\$ 16,665	3.9%
Building- Racquet Club	357,077	19,973	236,614	24,267	260,881	66.3%	195,362	41,252	21.1%
Programs- Racquet Club	624,873	52,599	475,336	1,837	477,173	76.1%	393,056	82,280	20.9%
Capital Outlay	225,000	-	142,652	-	142,652	63.4%	449,398	(306,746)	-68.3%
<b>TOTAL EXPENSES</b>	<b>\$ 1,895,442</b>	<b>\$ 116,695</b>	<b>\$ 1,300,036</b>	<b>\$ 29,273</b>	<b>\$ 1,329,309</b>	<b>68.6%</b>	<b>\$ 1,466,585</b>	<b>\$ (166,549)</b>	<b>-11.4%</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (344,242)</b>	<b>\$ 90,950</b>	<b>\$ 470,963</b>	<b>\$ (29,273)</b>	<b>\$ 441,690</b>	<b>-136.8%</b>	<b>\$ 19,850</b>	<b>\$ 451,113</b>	<b>2272.7%</b>

**Note>** Fiscal year 2018/2019 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/-10.00% or greater.

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



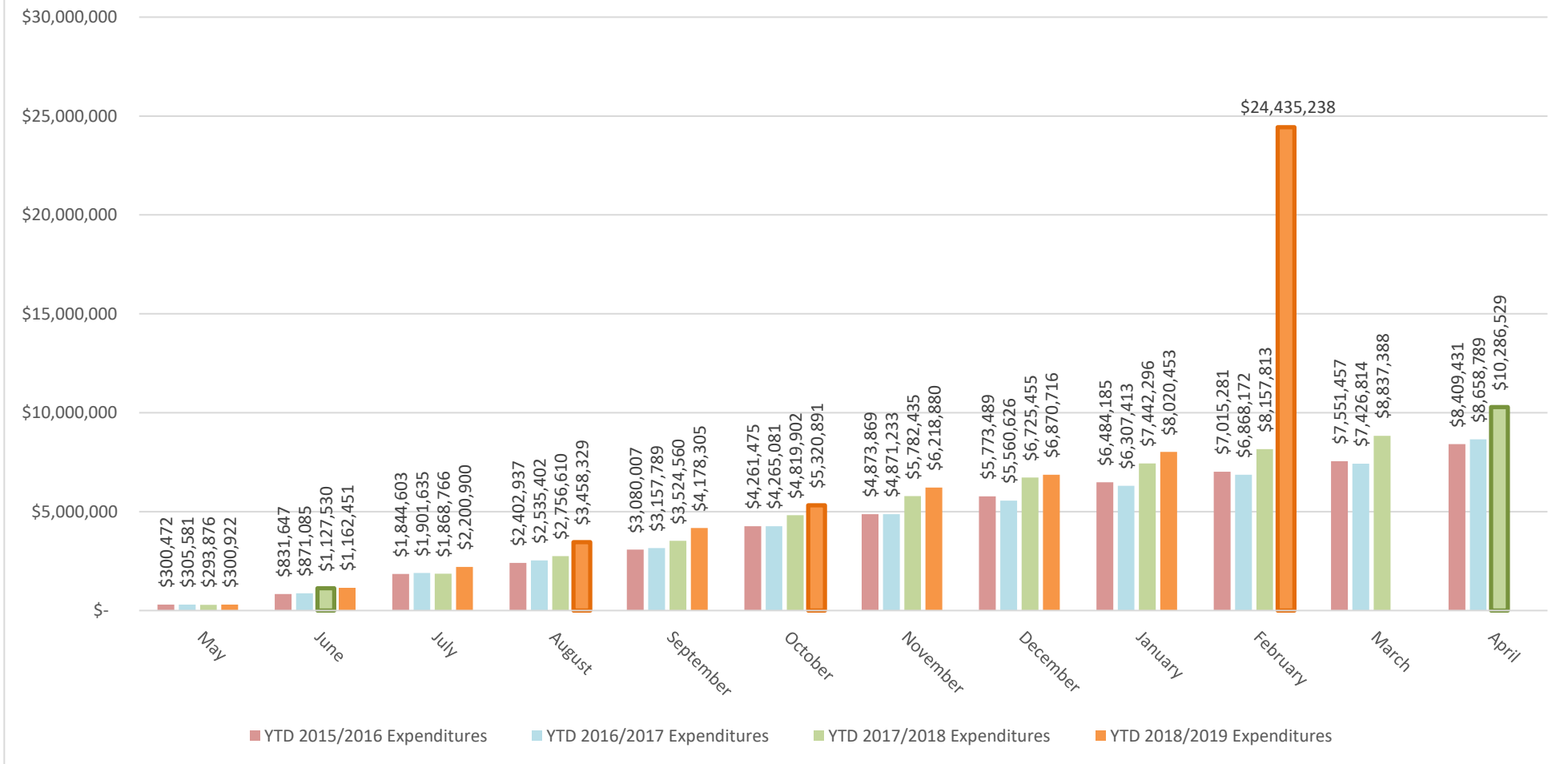
### NOTES

**2016/2017:** In December 2016 we recorded \$1,163,610 in bond proceeds in the Capital Projects Fund. This is the primary reason for the large increase in YTD revenues during FY 2016/2017.

**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.

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

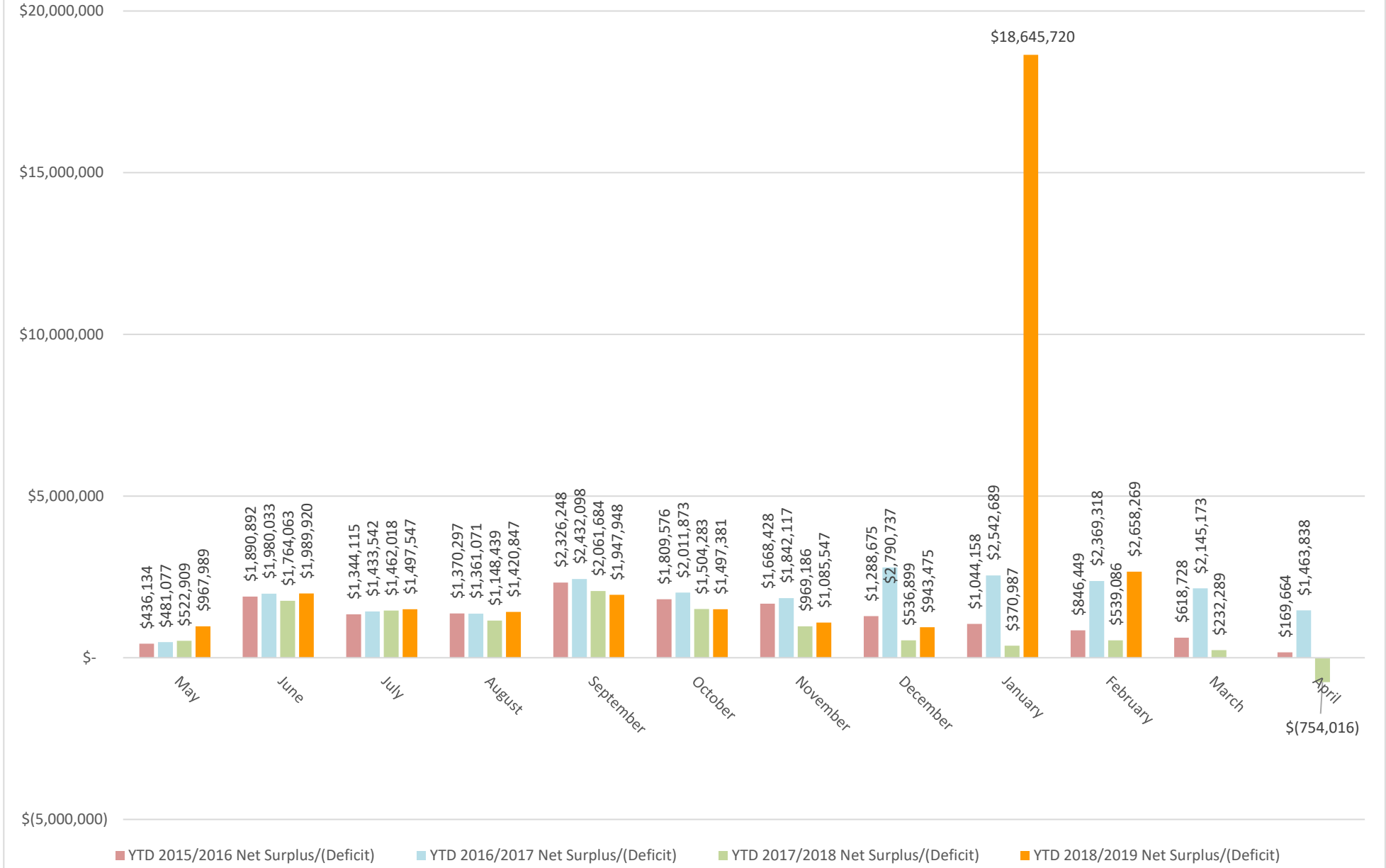


### NOTES

**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.

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





OAK BROOK PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT  
FEBRUARY, 2019

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET
<b>GENERAL CORPORATE FUND</b>			
REVENUE	\$ 39,183	\$ 2,339,221	\$ 2,559,606
EXPENSES	\$ 329,635	\$ 2,086,276	\$ 2,840,316
SURPLUS/(DEFICIT)	\$ (290,452)	\$ 252,945	\$ (280,710)
<b>RECREATION FUND</b>			
REVENUE	\$ 175,412	\$ 3,304,066	\$ 3,694,164
EXPENSES	\$ 286,605	\$ 2,918,972	\$ 4,137,858
SURPLUS/(DEFICIT)	\$ (111,193)	\$ 385,094	\$ (443,694)
<b>IMRF FUND</b>			
REVENUE	\$ 56	\$ 182,067	\$ 189,312
EXPENSES	\$ 13,140	\$ 160,430	\$ 205,000
SURPLUS/(DEFICIT)	\$ (13,084)	\$ 21,638	\$ (15,688)
<b>LIABILITY INSURANCE FUND</b>			
REVENUE	\$ 27	\$ 233,532	\$ 236,563
EXPENSES	\$ 1,469	\$ 143,507	\$ 161,836
SURPLUS/(DEFICIT)	\$ (1,442)	\$ 90,024	\$ 74,727
<b>AUDIT FUND</b>			
REVENUE	\$ 17	\$ 193	\$ 201
EXPENSES	\$ -	\$ 13,013	\$ 13,263
SURPLUS/(DEFICIT)	\$ 17	\$ (12,820)	\$ (13,062)
<b>DEBT SERVICE FUND</b>			
REVENUE	\$ 81,042	\$ 419,393	\$ 412,409
EXPENSES	\$ -	\$ 342,730	\$ 411,999
SURPLUS/(DEFICIT)	\$ 81,042	\$ 76,663	\$ 410



OAK BROOK PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT  
FEBRUARY, 2019

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET
<b>RECREATIONAL FACILITIES FUND (TENNIS CENTER)</b>			
REVENUE	\$ 207,645	\$ 1,770,999	\$ 1,551,200
EXPENSES	\$ 116,695	\$ 1,300,036	\$ 1,895,442
SURPLUS/(DEFICIT)	<u>\$ 90,950</u>	<u>\$ 470,962</u>	<u>\$ (344,242)</u>
<b>SPORTS CORE FUND</b>			
REVENUE	\$ -	\$ 228,715	\$ 265,000
EXPENSES	\$ -	\$ 223,516	\$ 265,000
SURPLUS/(DEFICIT)	<u>\$ -</u>	<u>\$ 5,199</u>	<u>\$ -</u>
<b>SPECIAL RECREATION FUND</b>			
REVENUE	\$ 9	\$ 127,504	\$ 144,155
EXPENSES	\$ 43,367	\$ 92,036	\$ 129,200
SURPLUS/(DEFICIT)	<u>\$ (43,358)</u>	<u>\$ 35,468</u>	<u>\$ 14,955</u>
<b>CAPITAL PROJECT FUND</b>			
REVENUE	\$ 152,900	\$ 18,481,637	\$ 686,500
EXPENSES	\$ 15,790,317	\$ 17,201,558	\$ 1,289,806
SURPLUS/(DEFICIT)	<u>\$ (15,637,417)</u>	<u>\$ 1,280,079</u>	<u>\$ (603,306)</u>
<b>SOCIAL SECURITY FUND</b>			
REVENUE	\$ 43	\$ 263,713	\$ 271,133
EXPENSES	\$ 18,433	\$ 210,750	\$ 253,000
SURPLUS/(DEFICIT)	<u>\$ (18,390)</u>	<u>\$ 52,963</u>	<u>\$ 18,133</u>
<b>SUMMARY</b>			
REVENUE	\$ 656,334	\$ 27,351,040	\$ 10,010,243
EXPENSES	\$ 16,599,660	\$ 24,692,825	\$ 11,602,720
SURPLUS/(DEFICIT)	<u>\$ (15,943,326)</u>	<u>\$ 2,658,215</u>	<u>\$ (1,592,477)</u>

**OAK BROOK PARK DISTRICT**  
**CONSOLIDATED AGENCY TREASURER'S REPORT**  
**FEBRUARY, 2019**

		<b>CONSOLIDATED</b>
		<b>TOTALS</b>
<b>REVENUES</b>		
Property Taxes	\$	7
Back Taxes		-
Replacement Taxes		-
Recreation Program Fees		246,518
Rec/Fitness Center Fees		46,334
Rec/Aquatic Center Fees		85,953
Sports Core - Bath & Tennis		-
FRC/Building Rental Fees		16,983
Theme Party Rental Fees		2,644
Recreation Center Fees		16,957
CPW Building Rentals		(3,068)
Field Rentals		-
Interest		6,552
Grant Proceeds		-
Debt Certificate Proceeds		-
Transfers		231,011
Donations		100
Sponsorship		4,000
Miscellaneous		2,343
<b>TOTAL- REVENUES</b>	<b>\$</b>	<b>656,334</b>
<b>DISBURSEMENTS</b>		
Warrant No.620	\$	16,277,795
February Payroll		321,865
<b>TOTAL DISBURSEMENTS</b>	<b>\$</b>	<b>16,599,660</b>



**Oak Brook Park District  
Consolidated Agency Balance Sheet  
as of February 28, 2019**

ASSETS	Consolidated Totals
Current Assets	
Cash and Investments	\$ 8,202,181
Receivables - Net of Allowances	-
Property Taxes	3,351,979
Accounts	309,767
Due from Other Funds	(1,104)
Prepays	6,705
Inventories	15,238
Total Current Assets	\$ 11,884,765
Noncurrent Assets	
Capital Assets	
Nondepreciable	40,475
Construction in Process	-
Depreciable	4,608,995
Accumulated Depreciation	(3,051,661)
Total Noncurrent Assets	1,597,809
<b>Total Assets</b>	<b>13,482,574</b>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred Items-IMRF	96,253
Total Assets and Deferred outflows of Resources	13,578,827
LIABILITIES	
Accounts Payable	61,376
Accrued Payroll	9,184
Other Payables	933,786
Due To Other Funds	-
Compensated Absences Payable	2,827
Total Liabilities	1,007,173
Noncurrent Liabilities	
Compensated Absences Payable	11,310
Net Pension Liability - IMRF	21,014
Total Noncurrent Liabilities	32,324
<b>Total Liabilities</b>	<b>1,039,497</b>
DEFERRED INFLOWS OF RESOURCES	
Deferred Items - IMRF	182,013
Property Taxes	3,351,979
Total Liabilities and Deferred Inflows of Resources	4,573,488
FUND BALANCES	
Net Investment in Capital Assets	1,597,808
Nonspendable	6,705
Restricted	519,276
Committed	4,607,742
Unassigned	2,273,809
<b>Total Fund Balances</b>	<b>9,005,339</b>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	13,578,827

OAK BROOK PARK DISTRICT						
INVESTMENTS AS OF FEBRUARY, 2019						
				<b>AMOUNT</b>	<b>RATE</b>	<b>MATURITY</b>
EVERGREEN BANK					0.75%	VARIES /MONEY MARKET
				\$ 4,359,693.53		
ILLINOIS FUNDS						
TENNIS CENTER				\$ 946,133.27	1.66%	VARIES CHECKING A/C
EVERGREEN CREDIT CARD ACCOUNT				\$ 18,542.02		
<b>TOTAL INVESTMENTS</b>				<b>\$ 5,324,368.82</b>		



Oak Brook Park District  
Capital Expenditures  
As of February 28, 2019

DESCRIPTION	VENDOR	DB/CR	CAPITAL ASSET REPLACEMENT	FACILITY/PARK IMPROVEMENTS
Shade Structure for CP Playground	Parkreation, Inc	\$ 23,331.00	\$ -	\$ 23,331.00
Central Park Improvement - Landscaping	Allied Landscaping Corp	133,884.00		133,884.00
Central Park Improvement - Excavation, Site Utilities & Paving	Clauss Brothers	239,482.97		239,482.97
Central Park Improvement - Grading of Sled Hill	Lee Werner Excavating	9,885.00		9,885.00
Central Park Improvement - Playground Equipment Pkg 6	The Kenneth Company	253,099.00		253,099.00
Gabian Wier Bid Documents	Manhard Consulting	3,094.30		3,094.30
Legal Fees	Robbins Schwartz	23,674.00		23,674.00
Trees for Central Park Improvement	Hinsdale Nurseries	7,724.00		7,724.00
Central Park Improvements Mgmt Services	Wight and Company	88,440.00		88,440.00
Central Park Improvements	Wight and Company	19,915.00		19,915.00
Central Park Improvements - Fencing	Peerless Enterprise	121,526.00		121,526.00
Central Park Improvements - Electrical Outlet Install	Barton Electric Inc.	4,790.00		4,790.00
Central Park Improvements	Dawson's Tree Service	530.00		530.00
Court Resurfacing	Construction By Camco	9,425.00		9,425.00
Parking Lot Cameras	Construction By Camco	2,175.00		2,175.00
Paver Installation ->Playground Parking	LPS Paving Company	83,300.00		83,300.00
Ballfield Lighting	Musco Lighting	96,639.00		96,639.00
Ballfield Light Measurement	Hugh Lighting	968.75		968.75
Locker Room Mirrors	House of Glass	1,004.00		1,004.00
Countertop Men's Locker Room	Premiere Woodworking Concepts	2,150.00		2,150.00
Exhaust Return Grates Locker Room	Air Products Equipment	200.00		200.00
Directional Borings - Central Park	Richmond Electric Co. Inc	22,400.00		22,400.00
Parking Lot Security Camera	Lucky Locators Inc	645.00		645.00
Gabian Wier Project	Nettle Creek Nursery, Inc.	128,227.88		128,227.88
Bleachers & Benches	Kay Park Rec Corp	5,815.00		5,815.00
Athletic Court Resurfacing	Perma-Seal	42,276.00		42,276.00
Axis P1447-LE Camera	SHI International	5,576.00		5,576.00
Masonry Improvements	Cyberdyne Masonry	9,477.50		9,477.50
Fortgate Network Security	Sterling Network	3,100.00		3,100.00
Family Locker Room	Airport Electric	28,847.81		28,847.81
McDonald's Property Evaluation/Conceptual Designs	Greenberg & Farrow	5,243.63		5,243.63
Purchase Fields CP North	McDonalds Corporation	15,800,000.00		15,800,000.00
Elimination of concrete curb	M & J Asphalt	96,147.68		96,147.68
Retainage Adjustment	Alpine Demo & Kingston Tile	(1,281.00)		(1,281.00)
Special Recreation Allocation for Universal Playground		(40,000.00)		(40,000.00)
Capital expense allocation to 02-81 per budget.		(250,803.82)		(250,803.82)
Capital expense allocation to 07-80 per budget.		(19,000.00)		(19,000.00)
	Subtotal-Capital Improvement Fund	\$ 16,961,908.70	\$ -	\$ 16,961,908.70
Capital expense allocation to 02-81 per budget.		250,803.82		250,803.82
Cardio Fitness Equipment Payment 3 of 3	Lease Servicing Center Inc	32,760.71		32,760.71
	Subtotal-Recreation Fund Capital	\$ 283,564.53	-	\$ 283,564.53
	TOTAL BALANCE	\$ 17,245,473.23	\$ -	\$ 17,245,473.23

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EXP CHECK RUN DATES 02/28/2019 - 03/18/2019

DB: Oak Brook Park

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN  
WARRANT NO. 621

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
37391	ADVANCED AUTO PARTS	02/05/2019	03/18/2019	34.85	34.85	Open	N
37469	ALL STAR SPORTS INSTRUCTION	03/01/2019	03/18/2019	532.00	532.00	Open	N
37518	ALLIED LANDSCAPING CORPORATION	02/22/2019	03/18/2019	29,876.00	29,876.00	Open	N
37435	AQUA PURE ENTERPRISES, INC.	02/14/2019	03/18/2019	1,297.50	1,297.50	Open	N
37437	AQUA PURE ENTERPRISES, INC.	02/14/2019	03/18/2019	975.14	975.14	Open	N
37419	BATTERIES PLUS	02/28/2019	03/18/2019	131.38	131.38	Open	N
37425	BEST OFFICIALS	03/01/2019	03/18/2019	936.00	936.00	Open	N
37426	BEST OFFICIALS	03/01/2019	03/18/2019	1,968.00	1,968.00	Open	N
37476	BULTER SCHOOL DISTRICT 53	02/26/2019	03/18/2019	1,140.00	1,140.00	Open	N
37455	C.E. RENTALS, INC.	02/14/2019	03/18/2019	24.99	24.99	Open	N
37514	C.E. RENTALS, INC.	02/27/2019	03/18/2019	11.99	11.99	Open	N
37487	CARDMEMBER SERVICE	02/27/2019	03/18/2019	353.56	353.56	Open	N
37488	CARDMEMBER SERVICE	02/27/2019	03/18/2019	22.50	22.50	Open	N
37489*	CARDMEMBER SERVICE	02/27/2019	03/18/2019	3,919.77	3,919.77	Open	N
37490*	CARDMEMBER SERVICE	02/27/2019	03/18/2019	1,899.42	1,899.42	Open	N
37491	CARDMEMBER SERVICE	02/27/2019	03/18/2019	652.12	652.12	Open	N
37492	CARDMEMBER SERVICE	02/27/2019	03/18/2019	60.00	60.00	Open	N
37493	CARDMEMBER SERVICE	02/27/2019	03/18/2019	232.63	232.63	Open	N
37494	CARDMEMBER SERVICE	02/27/2019	03/18/2019	2.99	2.99	Open	N
37495*	CARDMEMBER SERVICE	02/27/2019	03/18/2019	2,465.43	2,465.43	Open	N
37496	CARDMEMBER SERVICE	02/27/2019	03/18/2019	57.81	57.81	Open	N
37497	CARDMEMBER SERVICE	02/27/2019	03/18/2019	68.98	68.98	Open	N
37498	CARDMEMBER SERVICE	02/27/2019	03/18/2019	227.25	227.25	Open	N
37499	CARDMEMBER SERVICE	02/27/2019	03/18/2019	1,855.14	1,855.14	Open	N
37500	CARDMEMBER SERVICE	02/27/2019	03/18/2019	961.79	961.79	Open	N
37501	CARDMEMBER SERVICE	02/27/2019	03/18/2019	227.53	227.53	Open	N
37502	CARDMEMBER SERVICE	02/27/2019	03/18/2019	1,423.68	1,423.68	Open	N
37503	CARDMEMBER SERVICE	02/27/2019	03/18/2019	1,136.17	1,136.17	Open	N
37504	CARDMEMBER SERVICE	02/27/2019	03/18/2019	180.67	180.67	Open	N
37505	CARDMEMBER SERVICE	02/27/2019	03/18/2019	1,936.36	1,936.36	Open	N
37506	CARDMEMBER SERVICE	02/27/2019	03/18/2019	682.23	682.23	Open	N
37507	CARDMEMBER SERVICE	02/27/2019	03/18/2019	2,641.83	2,641.83	Open	N
37516	CARDMEMBER SERVICE	02/12/2019	03/18/2019	2,351.52	2,351.52	Open	N
37517	CARDMEMBER SERVICE	02/12/2019	03/18/2019	801.82	801.82	Open	N
37521	CARDMEMBER SERVICE	02/27/2019	03/18/2019	1,555.09	1,555.09	Open	N
37385	CARRICO AQUATIC RESOURCES INC	02/06/2019	03/18/2019	293.24	293.24	Open	N
37413*	CLAUSS BROTHERS INC.	08/31/2018	03/18/2019	44,710.00	44,710.00	Open	N
37381	COMCAST	02/01/2019	02/28/2019	590.28	590.28	Open	N
37398	DAILY HERALD	01/23/2019	03/18/2019	96.60	96.60	Open	N
37372	DIRECT ENERGY BUSINESS	02/14/2019	02/28/2019	1,701.88	1,701.88	Open	N
37373	DIRECT ENERGY BUSINESS	02/14/2019	02/28/2019	7,953.88	7,953.88	Open	N
37411	DREISILKER ELECTRIC MOTORS INC	02/19/2019	03/18/2019	225.17	225.17	Open	N
37418	EBEL'S ACE HARDWARE #8313	02/21/2019	03/18/2019	6.44	6.44	Open	N
37458	EBEL'S ACE HARDWARE #8313	02/06/2019	03/18/2019	0.77	0.77	Open	N
37508	EBEL'S ACE HARDWARE #8313	02/05/2019	03/18/2019	25.14	25.14	Open	N
37515	EBEL'S ACE HARDWARE #8313	02/12/2019	03/18/2019	15.82	15.82	Open	N
37520	ENVIRONMENTAL GROUP SERVICES LTD.	01/22/2019	03/18/2019	7,400.00	7,400.00	Open	N

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EXP CHECK RUN DATES 02/28/2019 - 03/18/2019

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BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
37459	ENVISION HEALTHCARE INC	03/01/2019	03/18/2019	35.00	35.00	Open	N
37415	FED EX	02/27/2019	03/18/2019	35.08	35.08	Open	N
37378	FIRST COMMUNICATION LLC	02/01/2019	02/28/2019	970.55	970.55	Open	N
37427	FLAGG CREEK WATER RECLAMATION	02/26/2019	03/18/2019	2,088.59	2,088.59	Open	N
37428	FLAGG CREEK WATER RECLAMATION	02/26/2019	03/18/2019	19.05	19.05	Open	N
37429	FLAGG CREEK WATER RECLAMATION	02/26/2019	03/18/2019	19.05	19.05	Open	N
37430	FLAGG CREEK WATER RECLAMATION	02/26/2019	03/18/2019	93.78	93.78	Open	N
37438	FLUID RUNNING LLC	03/01/2019	03/18/2019	8,369.36	8,369.36	Open	N
37412	GRAINGER	02/21/2019	03/18/2019	229.68	229.68	Open	N
37414	GRAINGER	02/22/2019	03/18/2019	91.41	91.41	Open	N
37382	GREENBERG FARROW ARCHITECTURE INC	02/18/2019	02/28/2019	4,199.65	4,199.65	Open	N
37402	HAGG PRESS	02/18/2019	03/18/2019	300.00	300.00	Open	N
37467	HAGG PRESS	02/25/2019	03/18/2019	3,474.00	3,474.00	Open	N
37433	HI TOUCH BUSINESS SERVICES	02/21/2019	03/18/2019	162.28	162.28	Open	N
37434	HI TOUCH BUSINESS SERVICES	03/04/2019	03/18/2019	146.39	146.39	Open	N
37466	HI TOUCH BUSINESS SERVICES	03/05/2019	03/18/2019	87.08	87.08	Open	N
37477	HI TOUCH BUSINESS SERVICES	03/06/2019	03/18/2019	105.00	105.00	Open	N
37478	HI TOUCH BUSINESS SERVICES	03/05/2019	03/18/2019	425.91	425.91	Open	N
37473	HOLIDAY GOO	02/20/2019	03/18/2019	699.00	699.00	Open	N
37481	HOME DEPOT CREDIT SERVICES	02/27/2019	03/18/2019	184.37	184.37	Open	N
37482	HOME DEPOT CREDIT SERVICES	02/15/2019	03/18/2019	166.54	166.54	Open	N
37483	HOME DEPOT CREDIT SERVICES	02/21/2019	03/18/2019	64.56	64.56	Open	N
37484	HOME DEPOT CREDIT SERVICES	02/27/2019	03/18/2019	32.60	32.60	Open	N
37485	HOME DEPOT CREDIT SERVICES	02/27/2019	03/18/2019	34.25	34.25	Open	N
37486	HOME DEPOT CREDIT SERVICES	02/19/2019	03/18/2019	63.04	63.04	Open	N
37511	HOME DEPOT CREDIT SERVICES	02/08/2019	03/18/2019	120.67	120.67	Open	N
37512	HOME DEPOT CREDIT SERVICES	02/25/2019	03/18/2019	42.79	42.79	Open	N
37513	HOME DEPOT CREDIT SERVICES	02/27/2019	03/18/2019	124.96	124.96	Open	N
37448	HOME PLUMBING SUPPLY	02/11/2019	03/18/2019	192.40	192.40	Open	N
37405	HP PRODUCTS	02/13/2019	03/18/2019	370.35	370.35	Open	N
37436	HP PRODUCTS	02/19/2019	03/18/2019	1,495.57	1,495.57	Open	N
37479	JACKSON-HIRSCH, INC.	12/07/2018	03/18/2019	295.02	295.02	Open	N
37407	JAMES LEZATTE	02/28/2019	03/18/2019	398.00	398.00	Open	N
37409	JONES TRAVEL	02/28/2019	03/18/2019	800.00	800.00	Open	N
37395	KONICA MINOLTA BUSINESS	02/02/2019	03/18/2019	401.12	401.12	Open	N
37396	KONICA MINOLTA BUSINESS	01/31/2019	03/18/2019	31.56	31.56	Open	N
37462	LINTFIGHTERS OF CENTRAL	02/28/2019	03/18/2019	175.00	175.00	Open	N
37446	LOMBARD PARK DISTRICT	02/21/2019	03/18/2019	144.39	144.39	Open	N
37375	LPG MUSIC INC.	02/09/2019	02/28/2019	2,398.50	2,398.50	Open	N
37399	McMASTER-CARR	02/06/2019	03/18/2019	203.73	203.73	Open	N
37509	McMASTER-CARR	02/26/2019	03/18/2019	103.27	103.27	Open	N
37480	MESHA BLACKWELL	03/08/2019	03/18/2019	74.00	74.00	Open	N
37447	MIKE AZZARETTO	10/29/2018	03/18/2019	157.67	157.67	Open	N
37379	NEXT GENERATION	02/21/2019	02/28/2019	505.00	505.00	Open	N
37380	NEXT GENERATION	01/31/2019	02/28/2019	305.10	305.10	Open	N
37370	NICOR GAS	02/14/2019	02/28/2019	1,587.30	1,587.30	Open	N
37371	NICOR GAS	02/14/2019	02/28/2019	458.32	458.32	Open	N

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Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
37474	NORMAN J. LANDRUM	02/20/2019	03/18/2019	516.00	516.00	Open	N
37420	NORTHERN PRINT NETWORK	02/08/2019	03/18/2019	656.44	656.44	Open	N
37421	OAK BROOK REAL ESTATE	02/21/2019	03/18/2019	500.00	500.00	Open	N
37392	O'REILLY AUTO PARTS	02/14/2019	03/18/2019	105.75	105.75	Open	N
37393	O'REILLY AUTO PARTS	02/07/2019	03/18/2019	51.11	51.11	Open	N
37432	O'REILLY AUTO PARTS	02/22/2019	03/18/2019	61.30	61.30	Open	N
37471	PCM SALES	02/26/2019	03/18/2019	1,489.95	1,489.95	Open	N
37464	PETTY CASH - CORPORATE ADMIN.	02/28/2019	03/18/2019	65.70	65.70	Open	N
37417	PETTY CASH - RACQUET CLUB	01/31/2019	03/18/2019	50.00	50.00	Open	N
37465	PETTY CASH-RECREATION DEPT.	02/28/2019	03/18/2019	53.60	53.60	Open	N
37460	PFEIFFER'S PEST CONTROL	02/28/2019	03/18/2019	200.00	200.00	Open	N
37461	PFEIFFER'S PEST CONTROL	02/28/2019	03/18/2019	200.00	200.00	Open	N
37397	PIONEER PRESS	01/31/2019	03/18/2019	78.00	78.00	Open	N
37410	PORTER PIPE & SUPPLY CO.	01/29/2019	03/18/2019	107.11	107.11	Open	N
37453	QUENCH	03/01/2019	03/18/2019	111.24	111.24	Open	N
37457	QUEST DIAGNOSTICS	02/25/2019	03/18/2019	57.76	57.76	Open	N
37454	REINDERS, INC.	02/27/2019	03/18/2019	28.63	28.63	Open	N
37519	ROBBINS SCHWARTZ	02/22/2019	03/18/2019	15,285.86	15,285.86	Open	N
37384	ROYAL PRINCESS PARTIES	02/02/2019	03/18/2019	300.00	300.00	Open	N
37403	ROYAL PRINCESS PARTIES	02/23/2019	03/18/2019	300.00	300.00	Open	N
37386	RUSSO POWER EQUIPMENT	02/06/2019	03/18/2019	44.92	44.92	Open	N
37387	RUSSO POWER EQUIPMENT	02/11/2019	03/18/2019	21.06	21.06	Open	N
37388	RUSSO POWER EQUIPMENT	02/14/2019	03/18/2019	44.80	44.80	Open	N
37389	RUSSO POWER EQUIPMENT	02/11/2019	03/18/2019	257.25	257.25	Open	N
37423	RUSSO POWER EQUIPMENT	02/14/2019	03/18/2019	979.75	979.75	Open	N
37390	SERVICE SANITATION, INC.	02/11/2019	03/18/2019	60.50	60.50	Open	N
37394	SHAW MEDIA	02/07/2019	03/18/2019	150.00	150.00	Open	N
37376	SITEONE LANDSCAPE SUPPLY LLC	02/13/2019	02/28/2019	947.90	947.90	Open	N
37431	SITEONE LANDSCAPE SUPPLY LLC	02/18/2019	03/18/2019	842.80	842.80	Open	N
37452	SITEONE LANDSCAPE SUPPLY LLC	02/21/2019	03/18/2019	347.90	347.90	Open	N
37408	SMART INDUSTRY PRODUCTS	02/25/2019	03/18/2019	15,600.00	15,600.00	Open	N
37450	SMART INDUSTRY PRODUCTS	02/15/2019	03/18/2019	290.00	290.00	Open	N
37383	SOCCER MADE IN AMERICA	01/14/2019	03/18/2019	238.00	238.00	Open	N
37442	SONITROL CHICAGOLAND WEST	02/10/2019	03/18/2019	162.00	162.00	Open	N
37443	SONITROL CHICAGOLAND WEST	02/10/2019	03/18/2019	15.00	15.00	Open	N
37444	SONITROL CHICAGOLAND WEST	02/07/2019	03/18/2019	3.67	3.67	Open	N
37445	SONITROL CHICAGOLAND WEST	02/10/2019	03/18/2019	1,341.00	1,341.00	Open	N
37470	SONITROL CHICAGOLAND WEST	02/07/2019	03/18/2019	563.00	563.00	Open	N
37416	SOUTH SIDE CONTROL SUPPLY CO	02/15/2019	03/18/2019	139.16	139.16	Open	N
37374	SOUTHWEST ELECTRIC	02/09/2019	02/28/2019	1,530.00	1,530.00	Open	N
37424	SOUTHWEST ELECTRIC	02/09/2019	03/18/2019	510.00	510.00	Open	N
37463	SPRINT PHONE	03/01/2019	03/18/2019	17.25	17.25	Open	N
37404	STARBUCKS COFFEE COMPANY	02/25/2019	03/18/2019	302.65	302.65	Open	N
37401	TOTAL FIRE & SAFETY, INC.	12/10/2018	03/18/2019	300.00	300.00	Open	N
37472	TOTAL FIRE & SAFETY, INC.	01/10/2019	03/18/2019	541.10	541.10	Open	N
37475	TRANE U.S. INC.	01/16/2019	03/18/2019	800.00	800.00	Open	N
37406	TYCO INTEGRATED SECURITY LLC	02/09/2019	03/18/2019	253.53	253.53	Open	N

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Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
37451	TYCO INTEGRATED SECURITY LLC	02/09/2019	03/18/2019	273.00	273.00	Open	N
37441	VERIZON WIRELESS	02/15/2019	03/18/2019	1,065.88	1,065.88	Open	N
37449	VILLA PARK ELECTRICAL SUPPLY	02/25/2019	03/18/2019	142.04	142.04	Open	N
37456	VILLA PARK ELECTRICAL SUPPLY	02/25/2019	03/18/2019	20.22	20.22	Open	N
37377	VILLAGE OF OAK BROOK	01/31/2019	02/28/2019	323.76	323.76	Open	N
37400	VILLAGE OF OAK BROOK	01/16/2019	03/18/2019	75.00	75.00	Open	N
37440	VILLAGE OF OAK BROOK	02/22/2019	03/18/2019	562.41	562.41	Open	N
37510	WASTE MANAGEMENT OF ILLINOIS I	02/28/2019	03/18/2019	709.26	709.26	Open	N
37422	WIGHT & COMPANY	12/31/2018	03/18/2019	4,106.68	4,106.68	Open	N
37439	WILSON SPORTING GOODS	02/21/2019	03/18/2019	1,676.24	1,676.24	Open	N

# of Invoices:	151	# Due:	151	Totals:	213,620.48	213,620.48
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos: 213,620.48      213,620.48

\* 4 Net Invoices have Credits Totalling: (17,806.14)

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			29,731.10	29,731.10		
	02 - RECREATION FUND			57,810.53	57,810.53		
	07 - RECREATIONAL FACILITIES FUND			15,115.73	15,115.73		
	08 - SPORTS CORE			1,370.56	1,370.56		
	09 - SPECIAL RECREATION FUND			113.50	113.50		
	12 - CAPITAL PROJECTS FUND			109,479.06	109,479.06		
--- TOTALS BY DEPT/ACTIVITY ---							
	00 - NON-DEPARTMENTAL			1,297.50	1,297.50		
	01 - ADMINISTRATION CORPORATE			14,698.41	14,698.41		
	02 - FINANCE			826.09	826.09		
	05 - CENTRAL PARK			8,749.25	8,749.25		
	09 - DEAN PROPERTY			459.20	459.20		
	10 - PROFESSIONAL SERVICES			2,189.08	2,189.08		
	15 - BUILDING/RECREATION CENTER			11,854.65	11,854.65		
	20 - CENTRAL PARK WEST			1,490.39	1,490.39		
	21 - FITNESS CENTER			5,097.02	5,097.02		
	25 - AQUATIC CENTER			8,421.30	8,421.30		
	26 - AQUATIC-RECREATION PROGRAMS			9,374.73	9,374.73		
	30 - CHILDRENS PROGRAMS			1,858.70	1,858.70		
	31 - PRESCHOOL PROGRAMS			3,335.18	3,335.18		
	32 - YOUTH PROGRAMS			1,355.84	1,355.84		
	40 - ADULT PROGRAMS			2,651.80	2,651.80		
	50 - PIONEER PROGRAMS			2,379.22	2,379.22		
	71 - BUILDING/RACQUET CLUB			6,933.26	6,933.26		
	75 - PROGRAMS/RACQUET CLUB			3,829.98	3,829.98		
	80 - MARKETING			6,339.82	6,339.82		
	81 - CAPITAL OUTLAY			11,000.00	11,000.00		
	95 - CAPITAL PROJECTS FUND			109,479.06	109,479.06		



Inv Ref#	Vendor	PAID		Inv Amt	Amt Due	Status	Jrnalized
		Inv Date	Due Date				
37369	ADVOCATE HEALTH CARE	02/21/2019	02/28/2019	2,160.00	0.00	Paid	Y
37368	DAVID SCHOOLEY	02/21/2019	02/28/2019	766.22	0.00	Paid	Y
37358	DIRECT ENERGY BUSINESS	02/07/2019	02/27/2019	16,576.93	0.00	Paid	Y
37365	HARRIS COMPUTER SYSTEMS	11/14/2018	02/28/2019	254.15	0.00	Paid	Y
37468	HINSDALE BANK & TRUST COMPANY	03/01/2019	03/01/2019	72,886.02	0.00	Paid	Y
37359	ILLINOIS DEPARTMENT OF	02/08/2019	02/21/2019	3,135.00	0.00	Paid	Y
37522	ILLINOIS DEPARTMENT OF	03/11/2019	03/12/2019	225.00	0.00	Paid	Y
37366	KONICA MINOLTA PREMIER FINANCE	12/31/2018	02/19/2019	784.00	0.00	Paid	Y
37367	STERLING TOPOL	02/21/2019	02/28/2019	52.50	0.00	Paid	Y
37360	VILLAGE OF OAK BROOK	02/08/2019	02/28/2019	5,680.00	0.00	Paid	Y
37361	VILLAGE OF OAK BROOK	02/08/2019	02/28/2019	818.50	0.00	Paid	Y
37362	VILLAGE OF OAK BROOK	02/08/2019	02/28/2019	262.00	0.00	Paid	Y
37363	VILLAGE OF OAK BROOK	02/08/2019	02/28/2019	31.00	0.00	Paid	Y
37364	VILLAGE OF OAK BROOK	02/08/2019	02/28/2019	31.00	0.00	Paid	Y
# of Invoices:	14	# Due:	0	Totals:	103,662.32	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					103,662.32	0.00	

--- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	10,244.51	0.00
02 - RECREATION FUND	12,682.18	0.00
04 - LIABILITY INSURANCE FUND	3,135.00	0.00
06 - DEBT SERVICE FUND	72,886.02	0.00
07 - RECREATIONAL FACILITIES FUND	4,714.61	0.00

--- TOTALS BY DEPT/ACTIVITY ---

01 - ADMINISTRATION CORPORATE	4,040.45	0.00
02 - FINANCE	397.35	0.00
05 - CENTRAL PARK	1,305.49	0.00
07 - FOREST GLEN PARK	48.54	0.00
10 - PROFESSIONAL SERVICES	225.00	0.00
15 - BUILDING/RECREATION CENTER	6,131.99	0.00
20 - CENTRAL PARK WEST	2,136.14	0.00
21 - FITNESS CENTER	3,206.23	0.00
25 - AQUATIC CENTER	5,503.50	0.00
71 - BUILDING/RACQUET CLUB	4,594.11	0.00
75 - PROGRAMS/RACQUET CLUB	52.50	0.00
90 - LIABILITY INSURANCE FUND	3,135.00	0.00
94 - DEBT SERVICE FUND	72,886.02	0.00



## Oak Brook Park District

1450 Forest Gate Road  
Oak Brook, IL 60523

### Petty Cash Corporate

Petty Cash for March 2019

Received By	Date	Description	Account Number	Amount
L. Kosey	2/15/19	Employee Recognition	01-01-740-002	\$50.00
			<b>Total</b>	<b>\$50.00</b>
B. Gibellina	1/24/19	Conference Travel	01-01-690-001	\$15.70
			<b>Total</b>	<b>\$15.70</b>
			<b>Grand Total</b>	<b>\$65.70</b>



## Oak Brook Park District

1450 Forest Gate Road  
Oak Brook, IL 60523

### Petty Cash      Recreation

Petty Cash for      March 2019

Received By	Date	Description	Account Number	Amount
D. Thommes	2/7/19	Preschool Supplies	02-31-765-001	\$15.47
	2/19/19	Preschool Supplies	02-31-765-001	\$13.43
	2/22/19	Preschool Supplies	02-31-765-001	\$5.00
		<b>Total</b>		<b>\$33.90</b>
	2/12/19	Postage	02-21-730-001	\$7.85
		<b>Total</b>		<b>\$7.85</b>
	2/27/19	Lunch Traveler Conference	02-50-761-000	\$3.73
		<b>Total</b>		<b>\$3.73</b>
D. Thommes	2/12/19	Conservation Foundation Awards Ceremony	02-01-660-002	\$8.12
		<b>Total</b>		<b>\$8.12</b>
		<b>Grand Total</b>		<b>\$53.60</b>



# Memo

To: Oak Brook Park District Board of Commissioners  
From: Laure Kosey, Executive Director  
Date: March 12, 2019  
Re: January/February 2019: Admin., Corporate Relations, IT & Marketing

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## February Board Meeting Follow Up:

### **Conservation Easement**

As we need to conduct more research, this item will not be on the March agenda.

## March Board Meeting Discussion Points:

### **Amending Agreements**

There are resolutions for Turf Grass Mowing, Monarch butterflies, IGAs with Butler 53, and apparel screen printing.

### **Central Park Asphalt Bid**

The Central Park Asphalt Project had 8 companies bid with staff recommending Denler Inc.

### **The Autumn Oaks New Property (Central Park North Fields)**

After receiving 8 responses for professional services for Landscape Architecture and Civil Engineering, the staff interviewed 6 firms. Wight & Co. is the staff's recommendation. Master planning of Central Park, online surveying, focus groups, grant writing, design of the new property and phase II of ballfields are all options to be utilized if and when needed with this contract.

## February Corporate & Community Relations Report

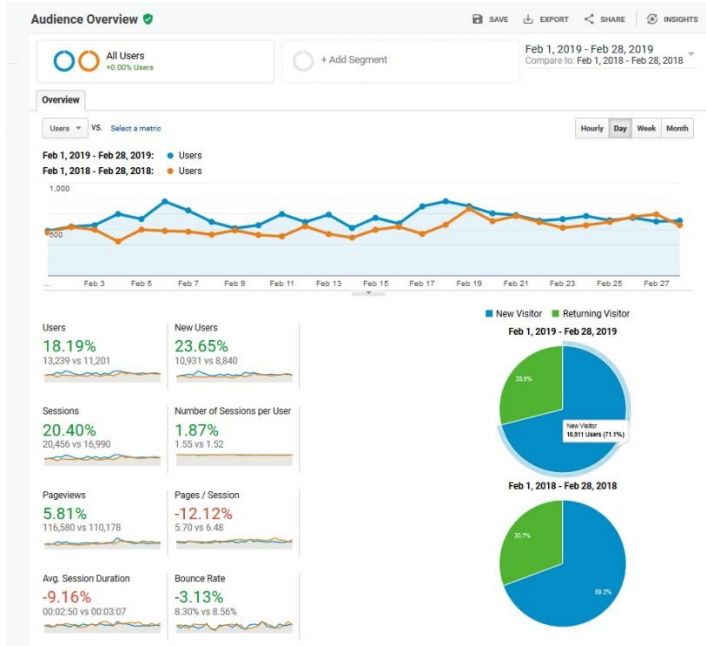
	<b>FY 2017</b>	<b>FY 2018</b>
<b>Sponsorships</b>	\$112,425.00 (Includes Synthetic Soccer Field Partnership)	\$43,485.00
<b>Ad Space</b>	\$20,975.01	\$23,150.00
<b>Vendors</b>	\$5,043.95	\$10,600.00
<b>In-Kind Donations</b>	\$22,399.00	\$45,270.85
<b>Oak Brook Park District Foundation</b>	\$24,820.64	\$47,505.38

## **January Revenues**

**Sponsorships:** \$1,125      **Advertising:** \$2,000      **Vendors:** \$0.00      **In-Kind Donations:** \$4,642  
**Oak Brook Park District Foundation:** \$5,329

# February Marketing & IT Report

## obparks.org February Audience Report



Strategic landing pages generated 2,668 page views and 1,253 unique visitors in February. The most popular pages being the McDonald’s Field Purchase, Open Pickleball, and summer camp registration.

## February Facebook Analytics

Facebook Page	Total Likes	Total Posts	Reach
OBPARKS	2372 (29 new)	44	34,570

## Highest Performing Facebook Post-Feb

**Oak Brook Park District**  
Published by Jessica Cannaday [?] · February 6

In November, Oak Brook residents prioritized the need for open space in the community and voted to secure the 34-acres of land adjacent to Central Park as open recreational space for future generations. We are happy to announce that, as of today, this property is officially a park for you and your family to enjoy!

#BeYourVeryBest #FeelYourVeryBest #HappyFitActive #openspace Illinois Park and Recreation Association Illinois Association of Park Districts Greater Oak Brook Chamber of Commerce DuPage Convention & Visitors Bureau Village Of Oak Brook Doings Newspapers

<https://www.obparks.org/.../oak-brook-park-district-finalizes-...>

**OBPARKS.ORG**  
**Oak Brook Park District Finalizes the Purchase of "McDonald's Fields" | Oak Brook Park District**

Get More Likes, Comments and Shares  
When you boost this post, you'll show it to more people.

3,407 People Reached | 1,023 Engagements

Boost Post

Andi Bullock Cooper, Dario Robledo and 88 others | 7 Comments | 32 Shares

## Highest Performing Insta Post

601 followers (up 24)

**obparks** · Oak Brook Park Dist

Swimmers at all levels will experience high level training in an environment that is based on a sportsmanship, responsibility, self-discipline, and self-confidence. STAC Swim Team coaches encourage a love of swimming and develop swimmers into the top best competitors they can be. This exclusive recreational program that welcomes all team members and encourage growth based on the individual's personal goals and abilities.

#OakBrook #OakBrookSwimteam #OakBrookParkDistrict #swimlife #SwimTeam #OakBrookSwim #obparks #BeYourVeryBest #FeelYourVeryBest #HappyFitActive #openspace #IllinoisParkandRecreationAssociation #IllinoisAssociationofParkDistricts #GreaterOakBrookChamberofCommerce #DuPageConventionandVisitorsBureau #VillageOfOakBrook #DoingsNewspapers #https://www.obparks.org/.../oak-brook-park-district-finalizes-...

Liked by coachhendelensis and 29 others

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

## February Top Pages

1. Home
2. Facilities/FRC
3. Facilities/FAC
4. Programs/aquatics
5. Facilities/CPW
6. Programs/tennis
7. Parties-and-rentals
8. Rentals/centralparkwest
9. Programs/swim-lessons
10. Membership-opportunities

## Top Referral Sites/User:

Facebook, Tennis Source, mykidlist.com, AMITA/Pink 5K.

## Top Referral Sites/Revenue

Calameo, SurveyMonkey, Facebook, mykidlist.com

## Obparks.org acquisition value

Referral Values	Feb. 19	Feb. 18	Jan. 19
Direct:	\$69,381	\$51,965	\$57,555
External Refs:	\$10,860	\$1,259	\$2,404
Organic Search:	\$1,646	\$1,019	\$3,798
Social Media:	\$152	\$660	\$137
Email/Other:	\$0	\$154	\$599

## Ecommerce Total:

Feb. 2019: \$82,040 vs. Feb. 2018: \$55,057

## Email Marketing

Email	Date	Open	Clicks
February eNews	2/13	51%	21%
February Fitness	2/15	44%	18%
February Youth	2/18	35%	10%
Feb Special Events	2/19	51%	10%
Extended Day PreK	2/21	69%	7%

## IT Initiatives

Additional hard drives were added to the arrays of the Tennis Center and Family Recreation Center security camera servers. This will ensure we can meet the requirements of having 30 days for video storage.

We are currently evaluating options for our offsite electronic data storage. Our current contract is up for renewal and we are looking at possibly switching vendors.

## February Twitter Analytics

**TWEET HIGHLIGHTS**

**Top Tweet** earned 797 impressions  
Due to the extreme cold, we will be closing the Family Recreation Center and Tennis Center at 6pm today. All programming has been cancelled until 3pm on Thursday, January 31. Facilities will be open tomorrow for limited use from 9am-6pm.

View Tweet activity | View all Tweet activity

**Top mention** earned 21 engagements  
#ELGLknope week two nominations now posted! Learn why people love these parks and open spaces: [elgl.org/elglknope-week...](#)

**Oak Brook Parks** | Sign up for Twitter Ads

**FEB 2019 SUMMARY**

Tweets	12	Tweet impressions	9,471
Profile visits	125	Mentions	9
New followers	11		

**Top media Tweet** earned 536 impressions  
Oak Brook Park District receives statewide recognition in communications and park design: [bill.ly/2RRIKSF](#) @OakBrookVillage @OakBrookChamber @DiscoverDuPage @IIParkDistricts @IIParks #parksandrec #universairecreation #oakbrook [pic.twitter.com/R2BoFLIKTR](#)

We have revised our Pinterest account and are developing a plan to better utilize this top search engine in 2019.





# Memo

To: Board of Commissioners and Executive Director, Laure Kosey  
From: Marco Salinas, Chief Financial Officer  
Date: March 12, 2019  
Re: February 2019 Financials

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## General Fund

We have now completed ten months (83%) of our current fiscal year. Year-to-date (YTD) revenues, expenditures, and transfers out in this fund equal \$2,339,221, \$1,936,276 and \$150,000, respectively. This is resulting in a YTD net surplus of \$252,945 which is \$90,596 higher than prior year's surplus of \$162,349. Following is additional commentary:

- YTD property tax revenues have decreased from \$1,504,734 in the prior year, to \$1,378,661 in the current year. This decrease has been expected due to the fact that we decreased our tax levy for corporate purposes in order to increase our levies for liability insurance, social security, and special recreation purposes (i.e. a re-distribution of our 2017 tax levy). This revenue, however, is favorable when compared to the annual budget;
- YTD Personal Property Replacement Tax (PPRT) revenues have decreased from \$69,211 in the prior year, to \$61,788 in the current year. Last fiscal year we benefitted from a one-time \$12K increase in revenues due to the fact that the state of Illinois elected not to recover overpayments previously made to the District and other taxing bodies. This one-time increase was recorded in this fund and several other funds that also receive PPRT revenues. In addition, the Illinois Department of Revenue estimates PPRT payments to decline approximately 7% in 2019 when compared to the prior year;
- The large increase in the other revenue category is due to the monthly electrical rebate that the District began receiving from Direct Energy beginning in July 2018. This rebate is for our participation in the emergency electrical conservation program;
- Expenditures across all departments are either on target or favorable against the annual budget. In our Saddlebrook Park department, expenditures are higher than prior year due to the costs of removing 7 trees and trimming several others adjacent to the tennis courts. Expenditures are also slightly higher in our Forest Glen Park department due to the purchase of aerating equipment;
- Our Professional Services department has experienced increased expenditures when compared to prior year. In the current year we have incurred \$4,500 in fees for continued work on our Master Plan whereas no such costs were incurred in the prior year. In addition, this year we have incurred increased legal costs related to the general election referendum question and related bond issuance.

## Recreation Fund

YTD revenues and expenditures in this fund are currently at \$3,304,066 and \$2,918,972, respectively. This is resulting in a YTD net surplus of \$385,094 which is \$243,019 lower than prior year's net surplus of \$628,113. Following is additional commentary over this fund's activities:

Continued on following page

- During February, the \$29,533 donation previously received from the Foundation was transferred from the other revenue account in the Administration department, to the donations account in the Marketing department. YTD Marketing revenues are lower than prior year due to the fact that in the prior year the District received a \$67,500 sponsorship payment from Evergreen Bank;
- Investment income is higher than prior year and has also exceeded the current year's budget. This fund has \$250K on deposit at Hinsdale Bank which has generated favorable yields.
- Preschool program revenues continue to be unfavorable against current year budget as well as prior year actual activity. Specifically, full day preschool revenue has decreased \$29,588. Expenditures in this department have also experienced a slight decrease; specifically, part-time wages and program materials;
- Expenditures across all departments are either on target or favorable against budget;
- As expected, capital expenditures have increased significantly over prior year. The \$287,699 in YTD expenditures is comprised of \$250,804 for our Central Park improvement project, a \$32,761 lease payment for various fitness equipment and \$4,134 for the unity garden. The prior year's expenditures of \$137,761 is comprised of the \$32,761 fitness equipment lease payment, as well as \$105,000 in costs incurred for our family locker room project.

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

YTD revenues and expenses in this fund are currently at \$1,770,999 and \$1,300,036, respectively. This is resulting in a YTD net surplus of \$470,963; which is an increase of \$451,113 over prior year's net surplus of \$19,850. This year's surplus is being primarily driven by the following activity:

- Administration revenues have increased over prior year due to the receipt of the monthly electrical rebate from Direct Energy, as described on page 1. The Tennis Fund is allocated with 25% of the monthly revenue due to their participation/commitment in reducing energy consumption;
- Earlier collection of season court time fees for the current tennis season which runs from September 2018 through May 2019. The second and final installment for this season was due in December and such amounts have now been substantially collected. The tennis center increased its efforts to have members pay their season fees via credit card versus direct billing which has resulted in quicker collections;
- Increased indoor daily court time revenue- \$169,385 in the current year versus \$151,477 in the prior year, an increase of 12%;
- Increased private lesson revenue- \$225,340 in the current year versus \$177,918 in the prior year, an increase of 27%;
- Increased group lesson revenues- \$891,586 in the current year versus \$722,724 in the prior year, an increase of 23%;
- Decreased capital expenditures. This year the tennis center has spent \$142,652 on capital improvements whereas in the prior year, the amount spent was three times as much at \$449,398.

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#### **FINANCE OPERATIONS:**

- All activity related to the referendum-approved bond issuance and the subsequent land purchase have now been recorded and are reflected in the financial statements.
- Finance is working on several projects including assessing our options for the lease of two replacement copiers, a replacement postage machine, and partnering with Wintrust bank for our purchasing card program.

#### **HUMAN RESOURCES:**

- Linda N. has been working with our timeclock vendor TimePro to create a report that will assist in the District's analysis of the financial impact of the recent minimum wage legislation.
- Linda N. is in the process of testing the special programming created by BS&A that will allow her to pre-schedule approved pay rate changes (i.e. enter pay rate changes that will go into effect at a predetermined future date).



# Memo

To: Oak Brook Park District Board of Commissioners  
From: Dave Thommes, Deputy Director  
Date: March 8, 2019  
Re: Recreation & Facilities Report

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## Recreation

- Pioneer activities for the month of February included: Bingo, Brain Games, Movie Matinee and Mah Jongg.
- Pinstripes Bocce and Bowling started a new session with 12 participants registered.
- Twenty-five Pioneers attended a Polynesian themed lunch and dancing show at the Tiki Terrace.
- AARP held their Safe Driver class with 17 participants.
- Our preschoolers performed for their fathers at our Dads and Donuts event that took place on February 22<sup>nd</sup>. The event was sponsored by Labriola, who provided all of the donuts.

## Aquatics

- Allegra Wozniak has been hired as the Aquatic Supervisor! Allegra has been with the Park District for the past seven years, working various part-time positions within the aquatics department. She will begin her new role at the end of this month and her beginning focus will be Bath operations for the summer.
- The Dive in Movie at the aquatic center on February 22<sup>nd</sup>, Hotel Transylvania 3 had approximately 50 people in attendance.
- Swim lesson numbers are improving and we are now less than 400 from our goal of matching Winter/Spring 2018, with four more sessions to go.
- With no programming over spring break, staff plans to extend open swim hours.

## Fitness

- Choose to Lose Participants combined to lose 557 pounds in 2019.
- New fitness equipment storage racks have been installed in the Studio B closets. Maintenance staff began on installing ball racks in the same space as well. Ballet barres have been in ordered and will be installed later in the month.
- Maintenance staff repaired a large portion of the fitness center stretching area by installing new baseboard and corner protectors. They also patched the walls and re-painted them.

## Tennis

- All indoor tennis courts were scrubbed and cleaned.
- The Tennis Center organized an Adult Drill & Match Play social on February 9<sup>th</sup> with 24 participants.

## Athletics

- There were no field rentals in February due to the weather. Regular rentals have been scheduled for the month of March, pending weather.
- The Postseason Basketball Skills Clinic currently has eighteen participants enrolled. In addition, Spring Break Soccer Camp currently has 4 kids enrolled. Both enrollments are expected to increase over the next few weeks.
- The Recreation Internship program has been shifted from the fall to the summer in an effort to attract more quality candidates. The position is currently posted on the IPRA job board as well as sent out to multiple colleges.



## Retention Results

18-Feb			
	Retained	Total	Rate
Aquatic	183	189	96.80%
Aqua/Ten	1	1	100.00%
Fitness	319	331	96.40%
Fit/Aqua	167	186	89.80%
Fit/Ten	14	15	93.30%
Premiere	32	32	100.00%
<b>Yearly Total</b>	<b>716</b>	<b>754</b>	<b>95.00%</b>
EFT Aqua	695	713	97.50%
EFT Aqua/Ten	55	61	90.20%
EFT Fitness	1109	1150	96.40%
EFT Fit/Aqua	617	642	96.10%
EFT Fit/Ten	93	97	95.90%
EFT Premiere	144	148	97.30%
<b>Yearly &amp; EFT</b>	<b>3429</b>	<b>3565</b>	<b>96.20%</b>

- We gained 37 new members in February.



Oak Brook Park District  
 Aquatic Center  
 Aquatic Party Statistics

2019 Aquatic Party Statistics													
Total # Parties	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Splash Birthday	15	9	20										44
Super Splash Birthday	7	3	8										18
Group (by day)	7	8	2										17
Private (indoors only)	6	4	4										14
Private (indoor/outdoor combo)	0	0											0
Splash Island Birthday	0	0											0
Camp Rentals	0	0	2										2
Lane Rental (lap only)	0	0											0
Scout	2	1	1										4
<b>Total # Parties</b>	<b>37</b>	<b>25</b>	<b>37</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>99</b>

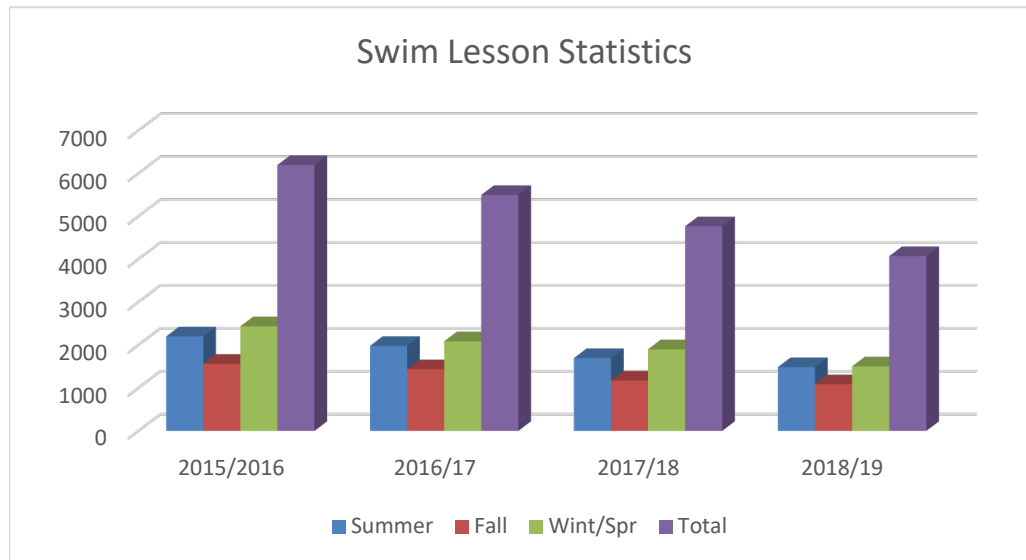
<b>2018</b>	47	44	48	57	47	60	49	40	36	26	23	25	<b>502</b>
<b>2017</b>	46	52	60	54	43	61	75	37	2*	41	29	52	<b>550</b>



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

Swim Lesson Statistics				
	Summer	Fall	Wint/Spr	Total
<b>2015/2016</b>	2199	1562	2433	<b>6194</b>
<b>2016/17</b>	1978	1434	2084	<b>5496</b>
<b>2017/18</b>	1694	1173	1899	<b>4766</b>
<b>2018/19</b>	1483	1085	1500	<b>4068</b>

Swim Team Statistics					
	Summer	Fall/Winter	Spring	Spring Training	Total
<b>2015/2016</b>	34	56	53	84	<b>227</b>
<b>2016/17</b>	51	68	35	52	<b>206</b>
<b>2017/18</b>	32	65	46	73	<b>216</b>
<b>2018/19</b>	71	80	78		<b>229</b>





## Oak Brook Park District Athletic Fields Rental Report

### Athletic Field Usage 2017/2018 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 Actual
Hours	177	103	109	180	188	183	109	8	7.5	3	80.5	168	1,316	1,233
Revenue	\$13,262	\$5,222	\$2,103	\$10,385	\$11,120	\$12,907	\$8,985	\$739	\$750	\$205	\$7,238	\$14,722	\$87,638	\$80,718

### Athletic Field Usage 2017/2018 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 Actual
Hours	159	140	133	202	211	200	1	0	0	0	0	73	1,119	1,106
Revenue	\$4,203	\$2,248	\$833	\$1,138	\$6,713	\$2,088	\$25	\$0	\$0	\$0	\$0	\$1,742	\$18,987	\$9,850

### Athletic Field Usage 2017/2018 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 Actual
Hours	88	148	151	209	183	81	2	0	0	0	0	79.25	941	987
Revenue	\$2,778	\$4,157	\$1,284	\$2,425	\$4,235	\$2,079	\$150	\$0	\$0	\$0	\$0	\$1,053	\$18,160	\$16,645

### Athletic Field Usage 2018/2019 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	18/19 YTD	17/18 YTD
Hours	172	126	79	168	203	210	81	28	0	0			1,065	1,067
Revenue	\$15,258	\$9,005	\$3,813	\$12,280	\$12,714	\$15,670	\$5,880	\$3,080	\$0	\$0			\$77,698	\$65,679

### Athletic Field Usage 2018/2019 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	18/19 YTD	17/18 YTD
Hours	91	154	131	145	195	80	0	0	0	0			794	1,046
Revenue	\$3,156	\$2,081	\$725	\$1,625	\$2,688	\$1,413	\$0	\$0	\$0	\$0			\$11,688	\$17,245

### Athletic Field Usage 2018/2019 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	18/19 YTD	17/18 YTD
Hours	116	96	37	24	116	89	12	0	0	0			489	862
Revenue	\$1,740	\$595	\$100	\$75	\$200	\$800	\$475	\$0	\$0	\$0			\$3,985	\$17,107



## Oak Brook Park District Facility Statistics and Data

Facility Rentals													
	JAN	Feb	March	April	May	June	July	AUG	SEPT	OCT	NOV	DEC	Total
<b>2019</b>													
Gym Rentals	136	134											
Gym Revenue	\$ 19,800.00	\$ 18,003.00											
Room Rentals	43	57											
Room Revenue	\$ 1,170.00	\$ 2,618.50											
CPW Rentals	11	9											
CPW Revenue	\$4,990.00	\$3,597.50											

<b>2018</b>													
Gym Rentals	152	131	137	101	78	73	70	96	98	119	139	118	1,312
Gym Revenue	\$ 19,245.00	\$ 18,237.00	\$ 14,510.00	\$ 11,025.00	\$ 6,490.00	\$ 7,412.50	\$ 7,340.00	\$ 20,500.00	\$ 8,950.00	\$ 15,396.00	\$ 17,165.00	\$ 16,075.00	\$ 162,345.50
Room Rentals	57	48	66	64	45	56	47	45	52	52	48	55	
Room Revenue	\$ 4,409.00	\$ 4,202.00	5,385	4,430	1,900	5,180	4,170	\$ 3,117.00	\$ 4,569.00	\$ 2,980.00	\$ 3,365.00	\$ 3,568.00	\$ 47,275.00
CPW Rentals	8	9	13	12	9	20	11	17	8	8	13	9	137
CPW Revenue	\$4,307.50	\$3,457.50	\$5,501	\$4,950	\$4,590	\$10,325	\$5,780	\$5,340	\$6,182	\$4,720	\$6,013	\$4,465	\$65,631.00

Theme Parties													
	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>2019</b>	0	3											
<b>2018</b>	5	5	8	2	5	5	2	1	4	4	3	6	50



## Oak Brook Park District Family Recreation Center Membership Usage Data

*Members												
	January	February	March	April	May	June	July	August	September	October	November	December
<b>2016</b>	3,524	3,456	3,704	3,623	4,053	4,204	4,333	4,220	3,603	3,571	3,600	3,757
<b>Resident</b>	54%	53%	54%	56%	54%	52%	52%	52%	56%	55%	57%	56%
<b>Non Resident</b>	46%	47%	46%	44%	46%	48%	48%	48%	44%	45%	43%	44%
<b>EFT</b>	2,216	2,674	2,188	2,170	2,205	2,177	2,212	2,207	2,207	2,197	2,209	2,329
<b>2017</b>	3,901	3,715	3,686	3,848	4,150	4,230	4,283	3,812*	3711*	3,665*	3,751	3,859
<b>Resident</b>	55%	53%	53%	54%	53%	52%	52%	54%	55%	55%	53%	52%
<b>Non Resident</b>	45%	47%	47%	46%	47%	48%	48%	46%	45%	45%	47%	48%
<b>EFT</b>	2,481	2,495	2,514	2,538	2,499	2,499	2,511	2,529	2,513	2,520	2,617	2,736
<b>2018</b>	3,902	3,888	4,015	4,132	4,283	4,422	4,457	4,252	3,888	3,816	3,808	3,843
<b>Resident</b>	52%	52%	52%	52%	51%	50%	51%	52%	53%	53%	53%	52%
<b>Non Resident</b>	48%	48%	48%	48%	49%	50%	49%	48%	47%	47%	47%	48%
<b>EFT</b>	2,827	2,836	2,845	2,829	2,810	2,781	2,765	2,763	2,756	2,705	2,724	2741
<b>2019</b>	3,920	3,910										
<b>Resident</b>	52%	52%										
<b>Non Resident</b>	48%	48%										
<b>EFT</b>	2,806	2,790										
Usage												
	January	February	March	April	May	June	July	August	September	October	November	December
<b>2016</b>	13,418	13,216	12,915	12,360	11,828	11,750	11,538	10,900	9,097	10,625	10,233	10,034
<b>2017</b>	12,631	11,559	12,351	11,245	14,711	16,596	17,065	12,568*	8238*	12,812	13,327	14,178
<b>2018</b>	15,909	13,043	16,047	14,383	14,333	14,782	15,768	13,472	11,150	13,441	13,424	13,933
<b>2019</b>	15,079	14,004										

\*Locker Room Renovation began August 14, 2017

Re-opened December 1st, 2017



# Memo

To: Board of Commissioners  
From: Bob Johnson, Director of Parks and Planning  
Date: March 8, 2019  
Re: Board Report

---

- The ice rink is officially closed for the season. Overall, the rink was open for 30 days in total this season.
- Parks Department staff are preparing for spring, with focus on landscape cleanup, application of pre-emergent herbicide, and athletic field work.
- Park District is waiting for correspondence with the Illinois Tollway regarding a property appraisal of the eastern section of the Dean Nature Sanctuary. Staff will work with an independent appraiser as well to obtain a second opinion on the property value.
- The bid opening for the Central Park asphalt project was conducted on Tuesday March 5<sup>th</sup>. Please see the agenda history for results and recommendations.
- Last fall, the controlled prairie burn at the Dean Nature Sanctuary was postponed due to poor weather conditions. Staff anticipates the burn to take place this spring if conditions are suitable. Residents in the areas surrounding the site have been notified via a robo-call as well as a mailed postcard. Signs are posted around the site during the work, which is expected to last no more than 2 days.
- There are two final change orders for the Central Park project. Neither require Board action.

-Change order # 7, Clauss Brothers, Inc. An “add” in the amount of \$1,465 that is paid through the contractor allowance. This change order is for repair work completed for The Kenneth Company that is reflected in deductive change order # 4, for the same dollar amount.

-Change order # 8, Clauss Brothers, Inc. A “deduct” in the amount of \$6,649.50 which is a refund of the remaining contractor allowance.





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION 19-0318: A RESOLUTION AMENDING THE AGREEMENT BETWEEN THE OAK BROOK PARK DISTRICT AND CLASSIC LANDSCAPE, LTD. FOR TURF GRASS MOWING.**

**AGENDA No.:** 7 A

**MEETING DATE:** MARCH 18, 2019

**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):**

At the March 19<sup>th</sup> 2018 Board Meeting, the Board accepted a bid from Classic Landscape, Ltd. for Turf Mowing Services and entered into an agreement for turf grass mowing services until March 31, 2019. Section 2 of the contract provided that the contract could be extended for up to two additional years to March 31, 2021, upon the approval by the District and Classic Landscape, Ltd.

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

Mowing costs will remain unchanged from the 2018 season. The Park District wishes to extend the contract term one (1) additional year to March 31, 2020.

**ACTION PROPOSED:**

A motion (and a second) to approve Resolution 19-0318: A Resolution Amending the Agreement Between The Oak Brook Park District And Classic Landscape, Ltd. For Turf Grass Mowing.

**RESOLUTION NO. 19-0318**

**A RESOLUTION AMENDING THE AGREEMENT BETWEEN THE OAK BROOK  
PARK DISTRICT AND CLASSIC LANDSCAPE, LTD.  
FOR TURF GRASS MOWING**

---

**WHEREAS**, the Oak Brook Park District (the “District”) is authorized to enter contracts for supplies, materials and work (70 ILCS 1250/8-1); and

**WHEREAS**, on March 19, 2018, the District and Classic Landscape, Ltd. (the “Contractor”) entered a one-year Agreement for Turf Grass Mowing services (the “Agreement”) with a term remaining in full force and effect through March 31, 2019, and Section 2 of the Agreement provided that it could be extended for an additional one-year period, up to two years, upon approval of such an extension by the District and the Contractor, and upon prior appropriation therefor; and

**WHEREAS**, the District and the Contractor have agreed to an extension of one year, and the District has appropriated sufficient funds for such extension,

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

**Section 1.** The Board of Park Commissioners of the District hereby approves a one (1) year renewal of the Agreement, from April 1, 2019 to March 31, 2020 subject to the terms and conditions of the "Amendment to an Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing" (the "Amendment"), and the President and Secretary of the District are hereby authorized, respectively, to execute and attest the Amendment in substantially the form attached hereto and made a part of this Resolution as Exhibit "A".

**Section 2.** All resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed to the extent of the conflict.

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

**PASSED AND APPROVED THIS 18<sup>th</sup> DAY OF MARCH, 2019.**

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Sharon Knitter, President

ATTEST:

\_\_\_\_\_  
Laure Kosey, Secretary

**AMENDMENT TO AN AGREEMENT BETWEEN THE  
OAK BROOK PARK DISTRICT AND CLASSIC LANDSCAPE, LTD.  
FOR THE TURF GRASS MOWING PROJECT**

---

**THIS AMENDMENT** (the "Amendment") to the "Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. for the Turf Grass Mowing Project," dated March 19, 2018 (the "Agreement"), is made and entered into by and between the Oak Brook Park District ("District") and Classic Landscape, Ltd. ("Classic"). District and Classic are hereinafter sometimes referred to together as the "Parties."

**WITNESSETH:**

**WHEREAS**, the Parties entered into the Agreement for the provision of turf grass maintenance services to various District parks by Classic; and

**WHEREAS**, pursuant to Article II of the Agreement, the term of the Agreement expired on March 31, 2019 unless the Parties agree to extend the Agreement upon the same terms and conditions, for period up to two (2) years; provided that the District appropriated sufficient funds for such an extension; and

**WHEREAS**, the Parties desire to extend the Agreement by one (1) year; and

**WHEREAS**, the District has appropriated sufficient funds for such extension and increase of the Contract Price; and

**WHEREAS**, the Oak Brook Park District Board of Park Commissioners has determined that the best interest of the District and the public will be served to extend the Agreement based on the terms and conditions set forth in this Amendment.

**NOW, THEREFORE**, in consideration of the foregoing and the mutual covenants and agreements herein set forth, and other good and valuable consideration, the sufficiency of which is hereby acknowledged by the Parties, the District and Classic agree to the terms and conditions of this Amendment as follows:

**ARTICLE I  
THE RECITALS ARE PART OF THIS AMENDMENT**

The representations, covenants and recitations set forth in the foregoing recitals are material to this Amendment and are hereby incorporated into and made a part of this Amendment as though fully set forth in this Article I.

**ARTICLE II  
EXTENSION OF TERM OF AGREEMENT**

In accordance with Article II of the Agreement, the term of the Agreement is hereby extended for one (1) year, with an expiration date of March 31, 2020.

**ARTICLE III**  
**REMAINING AGREEMENT PROVISIONS**

All other provisions, terms and conditions of the Agreement not amended by this Amendment shall remain in full force and effect without revision. In the event of any conflict between the provisions of this Amendment and the provisions of the Agreement, the provisions of this Amendment will control.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement this 18th day of March, 2019.

OAK BROOK PARK DISTRICT

CLASSIC LANDSCAPE, LTD.

By: \_\_\_\_\_  
Sharon Knitter, Its President

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

Attest: \_\_\_\_\_  
Laure Kosey, Its Secretary

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



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: REQUEST FOR LETTERS OF INTEREST AND STATEMENT OF QUALIFICATIONS FOR PROFESSIONAL SERVICES FOR THE AUTUMN OAKS/CENTRAL PARK NORTH FIELDS PROJECT**

**AGENDA NO.:** 7 B

**MEETING DATE:** MARCH 18, 2019

**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 residents of the Oak Brook Park District approved the issuance of bonds to obtain the approximately 34 acres previously known as the “McDonald’s Fields.” As the District seeks the permanent new name of this land, the District is temporarily using the name Autumn Oaks (which is the parcel’s name from the legal description of property) and Central Park North Fields to help visitors and users know the location from Central Park.

The District solicited for “Letters of Interest and Statements of Qualifications and Performance Data for Professional Services” (RFQ) from qualified professionals for planning, engineering, and landscape architectural services, for this new property.

Responses to the RFQ were due by 12:00 p.m. on Friday, February 1, 2019.

The selection of the successful firm shall be at the District’s discretion and shall be made pursuant to the provisions of the Local Government Professional Services Selection Act, 50 ILCS 510/0.01, *et seq.*

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

The District received eight responses to the RFQ. A committee reviewed the submittals and selected to interview six firms whose prior projects were of similar scope as what is envisioned for the Autumn Oaks (Central Park North) parcel and had qualifications and performance data that were especially notable. The six firms interviewed were: Greenberg Farrow, Hitchcock Design Group, Jacobs/Ryan Associates, The Lakota Group, Upland Design, and Wight & Company.

After the interviews, staff selected Wight & Company as the first preferred firm, Upland Design and Greenberg Farrow as the alternates. Staff received, reviewed, and negotiated the professional services proposal from Wight & Company. The proposal outlines master planning through construction administration for the Autumn Oaks parcel, including project understanding, community engagement, conceptional development, grant applications, design development, construction document preparation, permitting from six agencies/authorities, bidding and contractor negotiations, and a construction administration phase.

Optional services provided in the proposal, an IDNR floodway permit (necessary if improvements are made in Ginger Creek), and design development through the construction administration of the Central Park Improvements-Phase II plan, should funding become available.

Staff recommends accepting the professional services proposal for Autumn Oaks Park, and optional services for grant preparation, IDNR permitting, and Central Park Phase II for a total not-to-exceed cost of \$297,800.

**ACTION PROPOSED:**

A motion (and a second) to accept the Professional Services Proposal for Autumn Oaks Park and Central Park Phase II from Wight & Company for a total not-to-exceed cost of \$297,800, subject to future Board approval of contracts for each phase.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: CENTRAL PARK ASPHALT PROJECT BID**

**AGENDA No.: 7-C**

**MEETING DATE: MARCH 18, 2019**

**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 parking lots and driveway areas of Central Park require routine asphalt maintenance. The work consists of filling cracks in the pavement, followed by an application of sealer over the paved areas, and finally re-stripping the pavement for parking. This maintenance is important to extend the life of the asphalt.

This project was out for bid from February 15<sup>th</sup>, 2019 until March 5<sup>th</sup>, 2019. The bid included an alternate for application of a second coat of sealer.

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

A total of eight bids were received for the project. The lowest responsible bidder is Denler, Inc. Staff recommends accepting the base bid from Denler, Inc. in the amount of \$27,514 and the alternate bid, a second application of sealer, in the amount of \$6,970.

**Action Proposed:**

Motion and second to accept the Base Bid for the Central Park Asphalt Project in the amount of \$27,514 and the Alternate Bid for the second application of sealer in the amount of \$6,970 from Denler, Inc.; and to Approve an Agreement between the Oak Brook Park District and Denler, Inc. for a total not-to-exceed cost of \$34,484.



Oak Brook Park District  
 Central Park Asphalt Project  
 Bid Open March 5, 2019, 1:00 pm

Bidder	Addendum	Bid Bond	Certifications	Area 1	Area 2	Area 3	Lump Sum	Alt. Bid
Denler Inc. 20502 S. Cherry Hill Rd Joliet IL 60433	x	x	x	\$ 14,392.00	\$ 11,016.00	\$ 2,106.00	\$ 27,514.00	\$ 6,970.00
Maul Enterprises, Inc. 10201 Clow Creek Rd Plainfield, IL 60585	x	x	x	\$ 13,365.00	\$ 11,505.00	\$ 3,078.00	\$ 27,948.00	\$ 10,384.00
Rose Paving Co, 1539 Bopurbon Pkwy Streamwood, IL 60107-1836	x	x	x	\$ 14,966.72	\$ 13,410.47	\$ 5,767.31	\$ 34,144.50	\$ 11,085.88
Chicagoland Paving Contractors, Inc 225 Telsler Road Lake Zurich, IL 60047	x	x	x	\$ 23,440.00	\$ 17,075.00	\$ 3,265.00	\$ 43,780.00	\$ 46,600.00
Murphy Paving and Sealcoating, Inc 16W273 83rd, Suite D Burr Ridge, IL 60527		x	x	\$ 17,720.00	\$ 14,770.00	\$ 3,615.00	\$ 36,105.00	\$ 8,745.00
Perm-a-Seal, Inc. PO Box 1216 South Holland, IL 60473	x	x	x	\$ 22,380.50	\$ 19,797.45	\$ 4,791.70	\$ 46,969.65	\$ 10,414.00
Pavement Systems, Inc. 13820 S. California Ave Blue Island, IL 60406	x	x	x	\$ 13,640.00	\$ 13,574.00	\$ 3,173.00	\$ 30,387.00	\$ 5,314.00
Kee Construction, LLC 11002 S. Whipple Street Chicago, IL 60655	x	x	x	\$ 31,468.27	\$ 28,993.14	\$ 6,885.17	\$ 67,346.58	\$ 7,200.00

Area 1: Family Recreation Center, Looping Drive, Maintenance Facility  
 Area 2: Tennis Center, Soccer Parking, Central Park West Parking  
 Area 3: Baseball Field Parking Lot  
 Alternate Bid: Apply second coat of sealer



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION 19-0319: A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENHANCE AND EXPAND AVAILABLE HABITAT FOR THE MONARCH BUTTERFLIES AND OTHER NATIVE POLLINATORS.**

**AGENDA No.: 7-D**

**MEETING DATE: MARCH 18, 2019**

**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):** In December of 2018, Commissioner Truedson shared information about the DuPage Monarch Project with staff. The project consists of four groups that came together in 2015 to combat the rapid decline of the Monarch Butterfly population. These partners, the Forest Preserve of DuPage County, The Sierra Club advocacy group, The Conservation Foundation, and the Wild Ones Greater DuPage County Chapter, have been working to educate communities and local organizations about the benefits of Monarchs and the need to establish and maintain their native Milkweed habitats.

Staff met with representatives from The Sierra Club and the DuPage Monarch Project to discuss how the Oak Brook Park District could support the efforts to save the Monarch population. The District is committed to environmentally sustainability with sites like the Dean Nature Sanctuary and projects like the recent native shoreline restorations along Ginger Creek at Central Park. Native Milkweed is present in all the native prairie plantings throughout the District.

**ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):** Representatives from the DuPage Monarch Project asked and encouraged the Oak Brook Park District to consider a resolution affirming the commitment to support the Monarch population through ongoing efforts to maintain and expand habitat, and provide education through interpretive signage near native Milkweed plantings.

**Action Proposed:**

A motion and a second to approve Resolution 19-0319: A Resolution Authorizing the Executive Director to Enhance and Expand Available Habitat for the Monarch Butterflies and Other Native Pollinators.

## **RESOLUTION 19-0319**

### **A Resolution Authorizing the Executive Director to Enhance and Expand Available Habitat for Monarch Butterflies and other Native Pollinators**

**WHEREAS**, the Oak Brook Park District 2016 – 2020 Strategic Plan specifies a Strategic Initiative of providing the very best in parks and open space for our community and to be a community leader in environmental conservation; and

**WHEREAS**, a core value of that Strategic Initiative is fostering the responsible use and protection of the natural environment through education, conservation and sustainable practices; and

**WHEREAS**, the restoration of Ginger Creek Shoreline is currently underway; and

**WHEREAS**, the Dean Nature Sanctuary is developing and maintaining a honeybee apiary to improve local pollinator health; and

**WHEREAS**, many of the 4,000 species of native U.S. bees providing critical pollinating services to food, ornamental and wildflower species have experienced significant decline; and

**WHEREAS**, the Oak Brook Park District, located in north eastern Illinois, has long been on the annual Monarch butterfly's migration route of thousands of miles from Mexico to Canada and has provided Monarch caterpillars with native milkweed species, their sole source of food; and

**WHEREAS**, Illinois designated the iconic Monarch butterfly as the official state insect in 1975 as the result of lobbying by Illinois schoolchildren; and

**WHEREAS**, scientific studies point to the rapid decline of the Monarch butterfly due to the loss of milkweed habitat needed to lay their eggs and for their caterpillars to eat, resulting from development, land management practices, and chemically-aided agriculture in the United States and Canada; and

**WHEREAS**, because the decimation of pollinators, including the North American Monarch, which serves as an iconic species, has potential negative consequences for natural ecosystems as well as for human food production, the U.S. Fish and Wildlife Service is currently studying the species to determine if it should be listed under the Endangered Species Act; and

**WHEREAS**, on a national level, conservation organizations such as the National Wildlife Federation and the U.S. Fish and Wildlife Service have undertaken efforts to reinvigorate milkweed and other nectar-producing plants to help restore Monarch habitat in open spaces and suburban and urban gardens; and

**WHEREAS**, the Mid-America Conservation Strategy has identified a Monarch habitat restoration target of an additional 1.3 billion stems of milkweed by 2038 which will sustain a resilient population size; and

**WHEREAS**, the Illinois Monarch Project is developing a state-wide monarch conservation plan calling for 150 million new stems of milkweed, Illinois' share of the Mid-America Conservation Strategy; and

**WHEREAS**, because there are many different species of milkweed in the U.S., it is important to recognize that only native milkweed is vital to the restoration and survival of the monarch habitat in Illinois; and

**WHEREAS**, DuPage County Forest Preserve District, River Prairie Group of the Sierra Club, The Conservation Foundation, and the Wild Ones of Greater DuPage, a native plant advocacy group, are encouraging communities to plant native milkweed and valuable nectar plants where appropriate;

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE OAK BROOK PARK DISTRICT, DuPage and Cook Counties, Illinois**, as follows:

**SECTION 1:** The Recitals set forth above are incorporated herein and made a part of this Resolution as if set forth fully herein.

**SECTION 2:** The Board of Park Commissioners hereby authorizes the Executive Director to increase and improve available habitat for Monarch butterflies and other native pollinators through the following actions:

- Improve and increase plantings of milkweed and native pollinator plants on Park District lands.
- Identify locations where native milkweed and nectar plants can be newly planted or incorporated into existing plantings.
- Create at least one Monarch Waystation that meets Monarch Watch certification criteria.
- Install signage near Monarch-friendly plantings to provide educational facts about Monarch butterflies, other native pollinators, and their habitat in order to increase public awareness and education.
- Protect pollinators by limiting the use of pesticides on park district owned land.

**SECTION 3:** This Resolution shall be effective immediately upon its passage and approval by a majority of the Board of Commissioners.

PASSED AND APPROVED THIS 18th DAY OF March, 2019.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

OTHER: \_\_\_\_\_

\_\_\_\_\_  
Sharon Knitter, President

ATTEST:

\_\_\_\_\_  
Laure L. Kosey, Secretary



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE 19-0415: AN ORDINANCE SETTING FORTH THE BUDGET AND MAKING APPROPRIATIONS OF SUMS OF MONEY FOR ALL OF THE NECESSARY EXPENDITURES OF THE OAK BROOK PARK DISTRICT OF COOK AND DUPAGE COUNTIES, ILLINOIS, FOR THE CORPORATE PURPOSE FOR THE FISCAL YEAR BEGINNING MAY 1, 2019 AND ENDING APRIL 30, 2020**

**AGENDA NO.:** 8.A.

**MEETING DATE:** MARCH 18, 2019

**STAFF REVIEW:**

Chief Financial Officer, Marco Salinas:

*Marco Salinas*

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

*Laure Kosey*

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

Preparation of the requested fiscal year 2019/2020 budgets began in October 2018 when Finance staff began calculating the requested 2018 property tax levies. On November 16, 2018 the budget planning module was made available to staff so they could begin entering their FY 2019/2020 requested budgets. These budgets were due to Finance on January 11, 2019 at which time access to the budget module was closed. Concurrent with this process, staff was also tasked with updating their capital budget requests and updating the five-year capital improvement plan (CIP). These capital requests were due to Finance on December 28, 2018. Immediately after the closure of the budget module, Finance staff began compiling the requested budget information and presented such requests to the Executive Director for review.

Subsequent to the Executive Director’s review, finance staff and the Executive Director began holding meetings with all directors and respective managers to conduct a detailed review of the operating and capital budget requests to identify any necessary adjustments.

On February 18, 2019 the Board conducted a Special Meeting and at such meeting staff presented the Board with various schedules detailing the requested FY 2019/2020 budgets. The Board made several inquiries about the budget and provided feedback to staff. Subsequent to this meeting Finance staff continued to further refine the budget and, among other adjustments, made the following changes:

- Reduced budgeted expenditures in the Marketing department (Recreation Fund) in the amount of \$10,000.
- Reduced budgeted expenditures in the Aquatic Center department (Recreation Fund) in the amount of \$5,000.
- Reduced budgeted expenditures in the Building/Recreation Center department (General Fund) in the amount of \$12,072.
- Increased budgeted revenues in the Youth Programs department (Recreation Fund) in the amount of \$5,300.

A public hearing on our requested fiscal year 2019/2020 budget is scheduled for April 15, 2019. Notice of this public hearing is scheduled to be published in the Doings-Oak Brook newspaper on April 4, 2019.

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

Accompanying this agenda history document is a draft of the annual budget and appropriation ordinance, a consolidating Budget Summary schedule that summarizes the budgets for all eleven of our funds as well as a draft of the Certification of Estimate of Revenue for Fiscal Year 2019-2020.

The attached ordinance, budget summary schedule and certification of estimate of revenues are for review and discussion only. The final requested fiscal year 2019/2020 budget and related documents are scheduled for approval at the April 15, 2019 Board meeting.

**ACTION PROPOSED:**

For Review and Discussion Only.

**ORDINANCE NO. 19-0415**

**OAK BROOK PARK DISTRICT**

**ANNUAL BUDGET AND APPROPRIATION ORDINANCE**

**AN ORDINANCE SETTING FORTH THE BUDGET AND MAKING APPROPRIATIONS OF SUMS OF MONEY FOR ALL OF THE NECESSARY EXPENDITURES OF THE OAK BROOK PARK DISTRICT OF COOK AND DUPAGE COUNTIES, ILLINOIS, FOR THE CORPORATE PURPOSE FOR THE FISCAL YEAR BEGINNING MAY 1, 2019 AND ENDING APRIL 30, 2020.**

WHEREAS, the Board of Commissioners of the Oak Brook Park District, DuPage and Cook Counties, Illinois, caused to be prepared in tentative form a Budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty (30) days prior to final action thereon; and

WHEREAS, a public hearing will be held as to such Budget on the 15th day of April, 2019, notice of said hearing having been given at least one (1) week prior thereto as required by law and all other legal requirements having been complied with;

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Oak Brook Park District, as follows:

Section 1. That the fiscal year of this District be and the same hereby is fixed and declared to be from May 1, 2019 to April 30, 2020.

Section 2. That the following Budget, containing an estimate of the amount available and expenditures and the appropriation contained therein, be and the same is hereby adopted as the Budget and Appropriations for this Park District for the said fiscal year and the following sums of money:

GENERAL FUND	\$2,786,295.00
RECREATION FUND	\$3,866,479.00
ILLINOIS MUNICIPAL RETIREMENT FUND	\$ 200,000.00
SOCIAL SECURITY FUND	\$ 266,563.00
LIABILITY INSURANCE FUND	\$ 162,208.00
AUDIT FUND	\$ 13,113.00
SPECIAL RECREATION FUND	\$ 117,200.00
DEBT SERVICE FUND	\$ 1,977,969.00
RECREATIONAL FACILITIES FUND (Tennis Ctr.)	\$ 2,028,353.00
CAPITAL PROJECTS FUND	\$ 796,000.00
SPORTS CORE FUND	\$ 221,223.00

or as much thereof as may be authorized by law and hereby appropriated for the purpose of the Oak Brook Park District, as herein thereafter specified for said fiscal year.

**SUMMARY OF APPROPRIATIONS**

GENERAL CORPORATE FUND	\$2,786,295.00
RECREATION PROGRAM FUND	3,866,479.00
ILLINOIS MUNICIPAL RETIREMENT FUND	200,000.00
SOCIAL SECURITY FUND	266,563.00
LIABILITY INSURANCE FUND	162,208.00
AUDIT FUND	13,113.00
SPECIAL RECREATION FUND	117,200.00
DEBT SERVICE FUND	1,977,969.00
RECREATIONAL FACILITIES FUND	2,028,353.00
CAPITAL PROJECTS FUND	796,000.00
SPORTS CORE FUND	<u>221,223.00</u>
TOTAL	<u>\$12,435,403.00</u>

Section 3. That the estimated cash expected to be on hand at the end of this fiscal year is **TO BE DETERMINED.**

Section 4. That all balances of any item or items of any general appropriation made in the Ordinance be expended in making up any deficiency in any item in the same general appropriation, and for the same general purposes, or any like appropriation and for the same general purpose, or any like appropriation made by this Ordinance.

Section 5. That all unexpended balances from annual appropriations of the previous years be and they are hereby re-appropriated for the same or similar purpose.

Section 6. That should any clause, sentence, paragraph or part of this Ordinance be declared by a Court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

Section 7. This Ordinance shall be in full force and effect from and after its passage and approval according to law.

Adopted this 15th day of April, 2019, pursuant to a roll call vote as follows:

Aye: \_\_\_\_\_

Nay: \_\_\_\_\_

Absent: \_\_\_\_\_

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Board Secretary



**OAK BROOK PARK DISTRICT  
CERTIFICATION OF ESTIMATE OF  
REVENUE FOR FISCAL YEAR 2019-2020**

**I, Kevin Tan**, do hereby certify that I am the duly qualified Treasurer of the Oak Brook Park District and the Chief Fiscal Officer of said Park District; as such officer I do further certify that the revenues, by source, anticipated to be received by said Park District in the fiscal year beginning May 1, 2019 and ending April 30, 2020 are estimated to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
Property and Replacement Taxes	
General Corporate	\$ 1,597,620.00
Recreation	921,353.00
Illinois Municipal Retirement Fund	173,862.00
Special Recreation Funds	111,196.00
Social Security Fund	281,869.00
Liability Insurance	180,441.00
Audit	-
Debt Service	1,870,543.00
Sub-Total	\$ <u>5,136,884.00</u>
 Non-Tax Revenues	
Interest Earned	\$ 58,579.00
Program Fees	1,621,671.00
Recreation Center/Memberships & Fees	1,064,995.00
Racquet Club/Tennis Court Fund	1,688,500.00
Aquatic Center	1,060,846.00
Grants	-
Bonds	-
Other	421,804.00
Sub-Total	\$ <u>5,916,395.00</u>
 <b>TOTAL ESTIMATED REVENUES</b>	 <b>\$ <u><u>11,053,279.00</u></u></b>

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the said Park District this 15th day of April, 2019.

\_\_\_\_\_  
Kevin Tan  
Treasurer and Chief Fiscal Officer

SEAL

**OAK BROOK PARK DISTRICT  
2019 - 2020 BUDGET SUMMARY**

REVENUES	RECREATIONAL		FACILITIES	IMRF	SOCIAL SECURITY	LIABILITY INSURANCE	AUDIT	SPECIAL RECREATION	DEBT SERVICE	CAPITAL PROJECTS	SPORTS CORE	TOTALS
	GENERAL	RECREATION										
Taxes - Property	\$ 1,511,116	\$ 894,120	\$ -	\$ 149,833	\$ 265,850	\$ 174,033	\$ -	\$ 111,196	\$ 1,870,543	\$ -	\$ -	\$ 4,976,691
Taxes - Replacement	86,504	27,233	-	24,029	16,019	6,408	-	-	-	-	-	160,193
Interest	12,500	17,500	11,000	825	600	375	250	125	404	15,000	-	58,579
Building Rental Fees	295,000	-	-	-	-	-	-	-	-	-	-	295,000
Program & Service Fees	415,616	2,682,517	1,688,500	-	-	-	-	-	-	-	222,929	5,009,562
Field Rentals	131,450	-	-	-	-	-	-	-	-	-	-	131,450
Marketing	-	49,000	-	-	-	-	-	-	-	-	-	49,000
Other	342,204	2,100	7,500	-	-	-	-	19,000	-	2,000	-	372,804
<b>Total Revenues</b>	<b>\$ 2,794,390</b>	<b>\$ 3,672,470</b>	<b>\$ 1,707,000</b>	<b>\$ 174,687</b>	<b>\$ 282,469</b>	<b>\$ 180,816</b>	<b>\$ 250</b>	<b>\$ 130,321</b>	<b>\$ 1,870,947</b>	<b>\$ 17,000</b>	<b>\$ 222,929</b>	<b>\$ 11,053,279</b>
<b>EXPENDITURES/EXPENSES</b>												
Administration	\$ 467,670	\$ 867,508	\$ 708,843	\$ -	\$ -	\$ 36,860	\$ -	\$ 49,200	\$ -	\$ -	\$ 67,630	\$ 2,197,711
Finance & H.R.	493,901	-	-	-	-	-	-	-	-	-	-	493,901
Parks & Dean Nature	742,397	-	-	-	-	-	-	-	-	-	-	742,397
Professional Services	52,200	-	-	-	-	-	13,013	-	-	-	-	65,213
Recreation Center	956,460	-	-	-	-	-	-	-	-	-	-	956,460
Buildings & CPW	73,667	-	365,010	-	-	-	-	-	-	-	-	438,677
Programs	-	2,417,737	574,500	-	-	-	-	35,000	-	-	153,593	3,180,830
Marketing	-	361,234	-	-	-	-	-	-	-	-	-	361,234
Other	-	-	-	200,000	266,563	125,348	100	3,000	1,977,969	-	-	2,572,980
Capital Projects	-	220,000	260,000	-	-	-	-	30,000	-	796,000	-	1,306,000
Depreciation	-	-	120,000	-	-	-	-	-	-	-	-	120,000
<b>Total Expenditures/ Expenses</b>	<b>\$ 2,786,295</b>	<b>\$ 3,866,479</b>	<b>\$ 2,028,353</b>	<b>\$ 200,000</b>	<b>\$ 266,563</b>	<b>\$ 162,208</b>	<b>\$ 13,113</b>	<b>\$ 117,200</b>	<b>\$ 1,977,969</b>	<b>\$ 796,000</b>	<b>\$ 221,223</b>	<b>\$ 12,435,403</b>
<b>Net Surplus/(Deficit), Excluding Transfers</b>	<b>\$ 8,095</b>	<b>\$ (194,009)</b>	<b>\$ (321,353)</b>	<b>\$ (25,313)</b>	<b>\$ 15,906</b>	<b>\$ 18,608</b>	<b>\$ (12,863)</b>	<b>\$ 13,121</b>	<b>\$ (107,022)</b>	<b>\$ (779,000)</b>	<b>\$ 1,705</b>	<b>\$ (1,382,125)</b>
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,586	\$ 300,000	\$ -	\$ 407,586
Transfers (out)	(326,575)	(81,011)	-	-	-	-	-	-	-	-	-	(407,586)
<b>Net Surplus/(Deficit)</b>	<b>\$ (318,480)</b>	<b>\$ (275,020)</b>	<b>\$ (321,353)</b>	<b>\$ (25,313)</b>	<b>\$ 15,906</b>	<b>\$ 18,608</b>	<b>\$ (12,863)</b>	<b>\$ 13,121</b>	<b>\$ 564</b>	<b>\$ (479,000)</b>	<b>\$ 1,705</b>	<b>\$ (1,382,125)</b>



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE NO. 19-0416: AN ORDINANCE FOR TRANSFERRING ANTICIPATED UNEXPENDED FUNDS FROM CERTAIN APPROPRIATION ITEMS TO OTHER ITEMS OF APPROPRIATION**

**AGENDA No.:** 8 B.

**MEETING DATE:** MARCH 18, 2019

**STAFF REVIEW:** Chief Financial Officer, Marco Salinas:

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**RECOMMENDED FOR BOARD ACTION:** Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in blue ink.

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

This ordinance authorizes staff to transfer anticipated fiscal year 2018/2019 unexpended funds from certain appropriation line items to other certain appropriation line items. Per Section 4-4 of the Illinois Park District Code, such transfers may only occur after the first six months of any fiscal year have elapsed and requires approval by two-thirds of the Park District Board.

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

If approved, these transfers will be carried-out during the month of April 2019; the twelfth (12<sup>th</sup>) month of the current fiscal year.

Ordinance 19-0416 will be presented for approval at the April 15, 2019 Board Meeting.

**ACTION PROPOSED:**

For Review and Discussion Only.

**ORDINANCE NO. 19-0416**

**AN ORDINANCE FOR TRANSFERRING ANTICIPATED UNEXPENDED FUNDS FROM CERTAIN APPROPRIATION ITEMS TO OTHER ITEMS OF APPROPRIATION**

---

**WHEREAS**, the first six months of fiscal year 2018-2019 of the Oak Brook Park District have elapsed; and

**WHEREAS**, Section 4-4 of the Park District Code provides that, after the first six months of any fiscal year, anticipated unexpended funds from any appropriation item may be transferred, by a two-thirds vote, to any other item of appropriation, so that the item to which said transfer is made is increased to the extent of the amount so transferred; and

**WHEREAS**, the Board of Park Commissioners has determined that it is necessary and desirable to make certain appropriation transfers as provided herein,

**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:** Anticipated unexpended funds from certain specified budget and appropriation line items in the Budget and Appropriation Ordinance for fiscal year 2018-2019, in the amounts set forth in Exhibit A attached hereto, are hereby transferred to those specific line items and in the amounts, which are also set forth in such Exhibit A, such line items to be increased to the extent of the amount so transferred.

**Section 2:** This Ordinance shall be in full force and effect after its passage and approval by a two-thirds vote of the Board of Commissioners.

**Section 3.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**Passed and approved this 15th day of April, 2019.**

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Sharon Knitter, President

ATTEST:

\_\_\_\_\_  
Laure L. Kosey, Secretary

**OAK BROOK PARK DISTRICT**  
**EXHIBIT A**  
**BUDGET TRANSFERS- FISCAL YEAR 2018-2019**

<b>Fund &amp; Department</b>	<b>Account Description</b>	<b>Original Budget Balance</b>	<b>Transfer To</b>	<b>Transfer From</b>	<b>Revised Budget Balance</b>
<b>Administration (01-01)</b>					
01-01-650-000	Group Medical & Life- Full-Time	\$ 60,736.00	\$ 4,264.00	\$ -	\$ 65,000.00
01-02-740-025	Contingency	80,000.00	-	(4,264.00)	75,736.00
01-01-660-002	Mileage Reimbursement	330.00	201.00	-	531.00
01-02-740-025	Contingency	75,736.00	-	(201.00)	75,535.00
<b>Total:</b>		<b>\$</b>	<b>4,465.00</b>	<b>\$</b>	<b>(4,465.00)</b>

<b>Finance (01-02)</b>					
01-02-631-000	Part-Time Personnel	\$ 8,280.00	\$ 320.00	\$ -	\$ 8,600.00
01-02-740-025	Contingency	75,535.00	-	(320.00)	75,215.00
01-02-800-000	Non-Capital Small Equipment	500.00	775.00	-	1,275.00
01-02-740-025	Contingency	75,215.00	-	(775.00)	74,440.00
<b>Total:</b>		<b>\$</b>	<b>1,095.00</b>	<b>\$</b>	<b>(1,095.00)</b>

<b>Central Park North (01-04)</b>					
01-04-750-055	Portable Restrooms	\$ -	\$ 400.00	\$ -	\$ 400.00
01-02-740-025	Contingency	74,440.00	-	(400.00)	74,040.00
01-04-790-010	Landscape Supplies	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
01-04-790-021	Athletic Fields	-	1,000.00	-	1,000.00
01-04-790-023	Turf & Chemical Products	-	500.00	-	500.00
01-02-740-025	Contingency	74,040.00	-	(2,500.00)	71,540.00
01-04-800-006	Park Equipment Replace & Repair	-	1,000.00	-	1,000.00
01-02-740-025	Contingency	71,540.00	-	(1,000.00)	70,540.00
<b>Total:</b>		<b>\$</b>	<b>3,900.00</b>	<b>\$</b>	<b>(3,900.00)</b>

<b>Dean Nature Sanctuary (01-09)</b>					
01-09-770-001	Electricity	\$ -	\$ 500.00	\$ -	\$ 500.00
01-02-740-025	Contingency	70,540.00	-	(500.00)	70,040.00
01-09-790-018	Bee Apiary Maintenance	2,250.00	2,050.00	-	4,300.00
01-02-740-025	Contingency	70,040.00	-	(2,050.00)	67,990.00
<b>Total:</b>		<b>\$</b>	<b>2,550.00</b>	<b>\$</b>	<b>(2,550.00)</b>

**OAK BROOK PARK DISTRICT**  
**EXHIBIT A**  
**BUDGET TRANSFERS- FISCAL YEAR 2018-2019**

<b>Fund &amp; Department</b>	<b>Account Description</b>	<b>Original Budget Balance</b>	<b>Transfer To</b>	<b>Transfer From</b>	<b>Revised Budget Balance</b>
<b>Building/Recreation Center (01-15)</b>					
01-15-700-002	State and Regional Organizations	\$ 862.00	\$ 638.00	\$ -	\$ 1,500.00
01-02-740-025	Contingency	67,990.00	-	(638.00)	67,352.00
01-15-750-018	Boiler Service	1,170.00	5,630.00	-	6,800.00
01-02-740-025	Contingency	67,352.00	-	(5,630.00)	61,722.00
01-15-790-000	Janitorial Supply- Paper Products	8,825.00	2,175.00	-	11,000.00
01-02-740-025	Contingency	61,722.00	-	(2,175.00)	59,547.00
		<b>Total:</b>	<b>\$ 8,443.00</b>	<b>\$ (8,443.00)</b>	
<b>Central Park West (01-20)</b>					
01-20-650-000	Group Medical & Life	\$ -	\$ 3,600.00	\$ -	\$ 3,600.00
01-02-740-025	Contingency	59,947.00	-	(3,600.00)	55,947.00
01-20-770-000	Electricity	7,862.00	3,038.00	-	10,900.00
01-02-740-025	Contingency	55,947.00	-	(3,038.00)	52,909.00
		<b>Total:</b>	<b>\$ 6,638.00</b>	<b>\$ (6,638.00)</b>	
<b>Fitness Center (02-21)</b>					
02-21-670-000	Maintenance/Contract & Leases	\$ 10,747.00	1,253.00	-	12,000.00
02-01-840-025	Contingency	80,000.00	-	(1,253.00)	78,747.00
02-21-705-000	Special Events	\$ 1,300.00	\$ 422.00	\$ -	\$ 1,722.00
02-01-840-025	Contingency	78,747.00	-	(422.00)	78,325.00
02-21-750-000	Towel Services/Replacement	12,560.00	3,040.00	-	15,600.00
02-01-840-025	Contingency	78,325.00	-	(3,040.00)	75,285.00
		<b>Total:</b>	<b>\$ 4,715.00</b>	<b>\$ (4,715.00)</b>	
<b>Aquatic Center (02-25)</b>					
02-25-800-000	Non-Capital/Small Equipment	\$ 7,000.00	\$ 2,000.00	\$ -	\$ 9,000.00
02-01-840-025	Contingency	75,285.00	-	(2,000.00)	73,285.00
02-25-705-001	Birthday Party- Group Rentals	18,700.00	2,300.00	-	21,000.00
02-01-840-025	Contingency	73,285.00	-	(2,300.00)	70,985.00
		<b>Total:</b>	<b>\$ 4,300.00</b>	<b>\$ (4,300.00)</b>	
<b>Children's Programs (02-30)</b>					
02-30-631-432	Sports Camps	\$ 5,686.00	\$ 1,814.00	\$ -	\$ 7,500.00
02-01-840-025	Contingency	70,985.00	-	(1,814.00)	69,171.00
02-30-640-432	Sports Camp- Contract Services	10,541.00	1,959.00	-	12,500.00
02-01-840-025	Contingency	69,171.00	-	(1,959.00)	67,212.00
		<b>Total:</b>	<b>\$ 3,773.00</b>	<b>\$ (3,773.00)</b>	

**OAK BROOK PARK DISTRICT**  
**EXHIBIT A**  
**BUDGET TRANSFERS- FISCAL YEAR 2018-2019**

<b>Fund &amp; Department</b>	<b>Account Description</b>	<b>Original Budget Balance</b>	<b>Transfer To</b>	<b>Transfer From</b>	<b>Revised Budget Balance</b>
<b>Youth Programs (02-32)</b>					
02-32-754-004	Youth Playground Camp Admission	\$ 5,850.00	\$ 150.00	\$ -	\$ 6,000.00
02-01-840-025	Contingency	67,212.00	-	(150.00)	67,062.00
<b>Total:</b>		<b>\$ 150.00</b>	<b>\$ (150.00)</b>		

<b>Liability Insurance Fund (04-90)</b>					
04-90-921-000	Unemployment Insurance	\$ 12,000.00	\$ 5,000.00	\$ -	\$ 17,000.00
04-90-920-000	Risk Management Pool/PDRMA	115,000.00	-	(5,000.00)	110,000.00
<b>Total:</b>		<b>\$ 5,000.00</b>	<b>\$ (5,000.00)</b>		

<b>Tennis Center- Administration (07-01)</b>					
07-01-650-000	Group Medical and Life	\$ 45,610.00	\$ 7,990.00	\$ -	\$ 53,600.00
07-01-740-025	Contingency	50,000.00	-	(7,990.00)	42,010.00
07-01-910-000	IMRF- Employer Contribution	-	36,000.00	-	36,000.00
07-01-650-002	IMRF Contributions	36,000.00	-	(36,000.00)	-
07-01-915-000	Social Security Contributions	-	29,000.00	-	29,000.00
07-01-920-000	Medicare Contributions	-	6,000.00	-	6,000.00
07-01-650-003	FICA and Medicare Contributions	35,000.00	-	(35,000.00)	-
07-01-930-001	Special Events	3,000.00	2,000.00	-	5,000.00
07-01-740-025	Contingency	42,010.00	-	(2,000.00)	40,010.00
<b>Total:</b>		<b>\$ 80,990.00</b>	<b>\$ (80,990.00)</b>		

<b>Tennis Center- Building (07-71)</b>					
07-71-650-000	Group Medical and Life	\$ 5,000.00	\$ 17,000.00	\$ -	\$ 22,000.00
07-01-740-025	Contingency	40,010.00	-	(17,000.00)	23,010.00
07-71-910-000	IMRF- Employer Contribution	-	18,939.00	-	18,939.00
07-71-650-002	IMRF Contributions	18,939.00	-	(18,939.00)	-
07-71-915-000	Social Security Contributions	-	4,850.00	-	4,850.00
07-71-920-000	Medicare Contributions	-	1,150.00	-	1,150.00
07-71-650-001	FICA and Medicare Contributions	6,000.00	-	(6,000.00)	-
<b>Total:</b>		<b>\$ 41,939.00</b>	<b>\$ (41,939.00)</b>		



**OAK BROOK PARK DISTRICT**  
**EXHIBIT A**  
**BUDGET TRANSFERS- FISCAL YEAR 2018-2019**

<b>Fund &amp; Department</b>	<b>Account Description</b>	<b>Original Budget Balance</b>	<b>Transfer To</b>	<b>Transfer From</b>	<b>Revised Budget Balance</b>
<b>Tennis Center- Programs (07-75)</b>					
07-75-610-000	Depreciation	\$ 100,000.00	\$ 19,000.00	\$ -	\$ 119,000.00
07-80-805-000	Capital Outlay	225,000.00	-	(19,000.00)	206,000.00
07-75-631-000	Part-Time Salaries	335,000.00	95,000.00	-	430,000.00
07-01-740-025	Contingency	23,010.00	-	(23,010.00)	-
07-75-650-002	IMRF Contributions	67,871.00	-	(46,871.00)	21,000.00
07-80-805-000	Capital Outlay	206,000.00	-	(25,119.00)	180,881.00
07-75-650-000	Group Medical & Life	27,500.00	21,500.00	-	49,000.00
07-80-805-000	Capital Outlay	180,881.00	-	(21,500.00)	159,381.00
07-75-910-000	IMRF- Employer Contribution	-	21,000.00	-	21,000.00
07-75-650-002	IMRF Contributions	21,000.00	-	(21,000.00)	-
07-75-915-000	Social Security Contributions	-	26,500.00	-	26,500.00
07-75-920-000	Medicare Contributions	-	7,000.00	-	7,000.00
07-75-650-001	FICA and Medicare Contributions	27,500.00	-	(27,500.00)	-
07-75-790-001	Staff Uniforms	4,500.00	-	(2,500.00)	2,000.00
07-75-870-001	Tennis Balls	14,000.00	-	(3,500.00)	10,500.00
<b>Total:</b>		<b>\$ 190,000.00</b>	<b>\$ (190,000.00)</b>		

<b>Sports Core (08-25)</b>					
08-25-630-000	Full-Time Staff	\$ 58,500.00	\$ 24,500.00	\$ -	\$ 83,000.00
08-25-631-000	Part-Time Staff	75,285.00	-	(20,000.00)	55,285.00
08-25-631-001	Part-Time Managers	34,725.00	-	(4,500.00)	30,225.00
08-25-750-020	Life Guard Audits	2,000.00	1,000.00	-	3,000.00
08-25-750-030	Equipment Maintenance	5,500.00	2,013.00	-	7,513.00
08-25-631-001	Part-Time Managers	30,225.00	-	(3,013.00)	27,212.00
08-25-790-003	Pool Vacuum Parts	2,000.00	5,232.00	-	7,232.00
08-25-631-001	Part-Time Managers	27,212.00	-	(5,232.00)	21,980.00
08-25-800-000	Non-Capital Small Equipment	3,000.00	8,903.00	-	11,903.00
08-25-631-001	Part-Time Managers	21,980.00	-	(8,903.00)	13,077.00
08-25-821-000	General Counsel	-	3,000.00	-	3,000.00
08-25-631-002	Part-Time Maintenance	6,750.00	-	(3,000.00)	3,750.00
<b>Total:</b>		<b>\$ 44,648.00</b>	<b>\$ (44,648.00)</b>		



# Oak Brook Park District

## BOARD MEETING

### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT DATED MARCH 10, 2008 AND AMENDED APRIL 16, 2018, BY AND BETWEEN THE BOARD OF EDUCATION OF BUTLER SCHOOL DISTRICT #53, THE OAK BROOK PARK DISTRICT, AND THE LAGRANGE AREA DEPARTMENT OF SPECIAL EDUCATION FOR A COOPERATIVE PRESCHOOL PROGRAM AT THE OAK BROOK PARK DISTRICT RECREATION CENTER**

**AGENDA No.: 8 C**

**MEETING DATE: MARCH 18, 2019**

**STAFF REVIEW:**

Deputy Director, Dave Thommes:

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**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

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

The Intergovernmental Agreement between the Oak Brook Park District, Butler School District #53 and the LaGrange Area Department of Special Education, is due for amendment and renewal. Staff from all three agencies have reviewed the agreement.

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

Since 2008, the Park District has entered into a contract to provide a blended preschool program to serve children with Individualized Education Plans in the District. The program has been beneficial to the participants as well as the Park District. The blended program offers training opportunities that have not been available to staff previously. This also promotes a sense of teamwork in the community. It is recommended that the Agreement be amended and renewed for the 2019 – 2020 school year, with options to renew for the two following school years.

**ACTION PROPOSED:**

For Review and Discussion Only.

**RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT  
DATED MARCH 10, 2008 AND AMENDED APRIL 16, 2018, BY AND BETWEEN  
THE BOARD OF EDUCATION OF BUTLER SCHOOL DISTRICT #53,  
THE OAK BROOK PARK DISTRICT AND THE LAGRANGE AREA DEPARTMENT  
OF SPECIAL EDUCATION FOR A COOPERATIVE PRESCHOOL PROGRAM  
AT THE OAK BROOK PARK DISTRICT RECREATION CENTER**

---

THIS RENEWAL is made and entered into this 15th day of April, 2019, by and between the Board of Education of Butler School District #53, a unit of local government located in DuPage County, Illinois (hereinafter referred to as the "School District"), the Oak Brook Park District, a unit of local government located in DuPage and Cook Counties, Illinois (hereinafter referred to as the "Park District"), and the LaGrange Area Department of Special Education, a special education joint agreement cooperative in DuPage and Cook Counties, Illinois (hereinafter referred to as "LADSE"), hereinafter sometimes collectively referred to as the "Parties",

WITNESSETH:

WHEREAS, Article VII, §10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act of the State of Illinois (5 ILCS 220/1, *et seq.*) authorize units of local government to contract or otherwise associate among themselves to exercise, combine or transfer any power or function, in any manner not prohibited by law; and to contract with any one or more other public agencies to perform any governmental service, activity or undertaking, or to combine, transfer or exercise any powers, functions, privileges or authority which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, Article VII, §10 of the 1970 Illinois Constitution further provides that units of local government may contract and otherwise associate with individuals, associations and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, such provisions of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act of the State of Illinois encourage mutual cooperation for matters of mutual concern; and

WHEREAS, the Park District provides a preschool program at its Recreation Center; and

WHEREAS, LADSE is a special education joint agreement cooperative that provides special education services and assistance to school districts in DuPage and Cook Counties; and

WHEREAS, the School District is a member of LADSE, and is responsible for providing early childhood learning opportunities for special education and special needs students in the School District; and

WHEREAS, the Parties entered an "Intergovernmental Agreement By and Between the Board of Education of Butler School District #53, the Oak Brook Park District and the LaGrange Area Department of Special Education for a Cooperative Preschool Program at the Oak Brook Park District Recreation Center", dated March 10, 2008 (the "Agreement"), and amended April 16, 2018, by which the Parties agreed that the Park District would provide enrollment space in the Park District's preschool program to assist the School District in meeting the special needs of the School District's students, and that the School District and LADSE would provide certain personnel, funding, equipment, supplies, training, screening and testing, and other assistance with the Park District's preschool programming; and

WHEREAS, the School District and LADSE have provided written notice to the Park District of their desire and intent to renew the Agreement under amended terms and conditions,

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements as hereinafter set forth, the Parties agree as follows:

1. Incorporation of Preambles. The preambles to this Amendment and Renewal are incorporated and made a part hereof as though fully set forth herein.

2. Amendments to and Renewal of the Agreement. Pursuant to Section 5 of the Agreement, the Parties hereby agree to the renewal of the Agreement through the 2021-22 school year.

3. Continued Effectiveness of Other Terms and Conditions of Agreement. All other terms and conditions of the Agreement shall continue in full force and effect through the 2021-2022 school year.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

**BOARD OF EDUCATION OF  
BUTLER SCHOOL DISTRICT #53**

By: \_\_\_\_\_  
Christopher Edmonds, Its President

Attest: \_\_\_\_\_  
Ahmad Sulaiman, Its Secretary

**OAK BROOK PARK DISTRICT**

By: \_\_\_\_\_  
Sharon Knitter, Its President

Attest: \_\_\_\_\_  
Laure L. Kosey, Its Secretary

**LADSE**

By: \_\_\_\_\_  
Ellie Ambuehl, Its Executive Director

Attest: \_\_\_\_\_  
Suzanne Soluri, Its Secretary



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM – HISTORY/COMMENTARY

**ITEM TITLE: RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT DATED JANUARY 18, 2016, BY AND BETWEEN THE BOARD OF EDUCATION OF BUTLER SCHOOL DISTRICT #53, THE OAK BROOK PARK DISTRICT FOR A BEFORE AND AFTER SCHOOL PROGRAM AT BROOK FOREST ELEMENTARY SCHOOL FOR SCHOOL YEAR 2019 – 2020.**

**AGENDA No.: 8 D**

**MEETING DATE: MARCH 18, 2020**

**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):**

The Intergovernmental Agreement between the Oak Brook Park District and District #53 is due for renewal. Staff is reviewing the agreement and no changes are anticipated.

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

In 2016 the Park District entered into a contract to provide a before and after school recreational program for District 53 elementary aged students. The program has been beneficial to the children by providing a social recreational outlet before and after school and the community as a whole by providing a needed service for working parents. This partnership also encourages collaboration and teamwork in the community. It is recommended that the Agreement be renewed again for the 2019 – 2020 school year.

**ACTION PROPOSED:**

For Review and Discussion Only,

**RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT DATED JANUARY 18, 2016, BY AND BETWEEN THE BOARD OF EDUCATION OF BUTLER SCHOOL DISTRICT #53, THE OAK BROOK PARK DISTRICT FOR A BEFORE AND AFTER SCHOOL PROGRAM AT BROOK FOREST ELEMENTARY SCHOOL**

**AGREEMENT:**

This Agreement dated this 15<sup>th</sup> day of April, 2019 by and between the Board of Commissioners of Oak Brook Park District, DuPage County, Illinois (hereinafter the “Park District”) and the Board of Education Butler School District 53, DuPage County, Illinois (hereinafter the “School District”)(and hereinafter sometimes referred to collectively as the “Parties”) provides for hosting of Park District Before and After School Recreational Programs (hereinafter the “Program”, “Programs” or “Programming”) as follows:

**WITNESSETH:**

**WHEREAS**, the Park District and the School District are “units of local government” as defined under Article VII, Section 10, of the Constitution of Illinois 1970 and are “public agencies” as defined under Paragraph 2 of the Intergovernmental Cooperation Act, 5 ILCS220/1 *et seq.*; and

**WHEREAS**, the Park District and the School District have mutually determined that it would be in the best interest of the citizens of the community to be able to utilize certain facilities at the Brook Forest Elementary School (the “School”) for the Programs when it is not being used by the School District for its own before and after school program; and

**WHEREAS**, by this Agreement, the School District intends to authorize the Park District to use certain facilities at the School for a facility usage fee as provided in this Agreement; and

**WHEREAS**, parents of students who attend the School will benefit from the Programming to be provided by the Park District;

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties, the Parties hereby agree as follows:

1. Enabling Authority
  - a. This Agreement is entered into between the Parties pursuant to the Constitution of the State of Illinois and the Intergovernmental Cooperation Act.
2. General Conditions
  - a. Program
    - i. That subsidized fees shall be made available for the Programs for eligible low income families of the School District, through the Park District or other financial assistance programs; and
    - ii. That Park District Programming will provide students of the School District with age-appropriate recreational physical, educational and social activities, including homework assistance; and

- iii. That a snack program is made available by the Park District at no additional cost to the families or participants; and
- iv. That both the Park District and the School District will actively promote the Programs to School District families.
- v. That the facility usage fee to be paid by the Park District to the School District shall be \$10.00 per week for before school care and \$20.00 per week for after school care.

b. School District Facilities

- i. The School District shall provide the Park District with the use of the following facilities at the School for the Programs, without requiring any facility fee: the gymnasium, washrooms, designated classrooms, designated kitchen storage areas, designated exterior play area, and other designated storage areas, together with such corridors and entrance ways necessary to gain ingress and egress to and from said areas, which shall be limited to pre-established schedules and times (the "School Facilities"). The specific School Facilities shall be agreed upon by the Parties prior to the commencement of the Programming. The Park District Programs will periodically be required to share these School Facilities with other user groups scheduled within the School.
- ii. The School's Administrative Staff will notify the Park District site staff, with as much advance notice as possible, of any proposed conflicting or shared use of the School Facilities. When possible, the School's Administrative Staff may offer alternative spaces to accommodate the Programs when such conflicts or sharing occur.

c. Terms of Agreement

- i. The term of this Agreement shall be for a period of one year effective with the 2019/2020 school year.
- ii. This Agreement may be renewed for additional one-year terms if either of the Parties hereto notifies the other in writing no less than sixty (60) days prior to September 15.
- iii. The Park District has the right to discontinue any Program if participation falls below seven (7) total students, by written notification to the School District prior to September 15.

d. Access to School

- i. The School shall provide ingress and egress to Park District Program employees and Program participants, as authorized by the School District, during hours of Program operation, and to other areas needed to meet crisis protocol and procedures.

e. Parking

- i. Authorized Park District employees and Program participants shall be permitted to park vehicles in any parking lot at the School during the hours of operation for the Programs without interference or hindrance, except reasonable periods of repair or construction or other School programming.

3. Use of School Facilities

a. Time Scheduling

- i. During regular School attendance days, for the purposes of before school Programming, the Park District shall have use of the School Facilities beginning at 6:45 a.m. and ending at the School's start time.
- ii. During regular School attendance days, for the purposes of after school Programming, the Park District shall have use of the School Facilities beginning at the time of School dismissal and ending when all students have been picked up, with a published ending time of 6:00 p.m.
- iii. The School District will allow adequate time for Program set-up and take-down.
- iv. If scheduling conflicts occur with the School, the School shall be given priority over the Programs. Both Parties will cooperate in adjusting their needs to eliminate such conflicts.

b. Site Use and Maintenance

- i. Refrigerator space is limited, but a small space will be designated for the Programs. The School's custodial staff shall have no responsibility for the cleanliness of this unit.
- ii. All kitchen surfaces and appliances must be cleaned after use.
- iii. The School has designated storage space for use by the Park District. Materials must be stored securely and within designated spaces. The School District has no responsibility for these supplies. If space allows, the Park District may provide its own storage cabinets with the permission of the School's Principal.



- iv. School District-owned equipment and/or supplies are available for use only as authorized by the School or School District. Authorized equipment and/or supplies must remain in the area authorized for use. All other supplies and equipment are not available for use. The Park District shall supply any needed games, educational materials, activities, art supplies and consumables.
- v. No supplies or materials shall be left in the gymnasium or any other space following Park District use, other than in spaces designated for storage.
- vi. Lunch tables are available for use on a regular basis. Park District staff will be responsible for the complete clean-up following all activities.
- vii. Snacks must be consumed at designated tables only and cleaned up after each use. Only peanut-free snacks will be offered by the Park District during Program use.
- viii. School Facilities must be left in a clean orderly condition, including floors, walls and restrooms. Accidents and general clean-up that require custodial assistance during the Programs will be handled by the Park District's on-site staff. All areas of the School should be left ready for use at the end of each Program session.
- ix. The Park District agrees that it shall promptly reimburse the School District for the cost of necessary repairs to or replacements of furnishings, fixtures and other improvements at the School that may be caused by the Park District's operation of the Programs, normal wear and tear excepted.
- x. The School District agrees to provide reasonably required heating, electrical, and water services during such times as the Park District uses the School to operate the Programs.
- xi. The School office copier may be used upon request only and only for incidental, periodic use.
- xii. The School office and other non-designated classrooms are off-limits for Park District staff and participants unless previously scheduled.
- xiii. The School's custodial staff shall have authority to request compliance with Site Use and Maintenance Regulations and to report any non-compliance issues to the School's administration.

4. **Access to Internet and Network**

- a. The School shall make access to the Internet and the School's wireless network available to the Park District for the Programs.
- b. Park District participants and staff are subject to Park District and School District electronic use policies, and only for materials related to the Programs.

5. **Supervision**

- a. The Park District's Program Supervisor shall be responsible for adherence to all rules, regulations and procedures by the Park District and the participants, and shall serve as the primary contact between the School and the Park District regarding site operations and School-specific procedures for the Programs.
- b. Park District shall, at all times, maintain at least one qualified adult, over the age of 18, at the School during all Program operation, which adult shall be designated as the Site Supervisor.
- c. The Park District and the School District shall work cooperatively with regard to performance standards and issues for Program supervisory staff.
- d. The Park District shall provide supervision for parent drop-off and pick-up areas.
- e. Park District support supervision personnel shall have the following qualifications:
  - i. All such personnel shall be at least 18 years of age.
  - ii. Personnel in a counselor position shall have a high school diploma, shall have a minimum of six (6) months' experience in an environment with children 5-11 years of age, shall be trained in CPR and First Aid, and shall be required to pass an Illinois State Police Criminal Background Check and a drug test.
  - iii. Personnel in a supervisor position shall have a college degree or have a high school diploma and a minimum of three (3) years' child development experience with children 5-11 years of age, shall be trained in CPR and First Aid, and shall be required to pass an Illinois State Police Criminal Background Check and a drug test.

6. **Specific Safety Requirements**

- a. The Park District shall follow the School District's Board of Education policies regarding local, state and federal licensing requirements and those regarding safety.
- b. Alcoholic beverages, smoking, drugs or weapons are strictly forbidden on School property.
- c. Access to the School building shall be limited to specified entrance(s) only. All other entrances must remain locked. Doors must not be propped open or left ajar at any time.
- d. Fire exits, doorways and hallways shall be kept passable at all times.

7. **Insurance Requirements: Each Party shall be required to maintain the following insurance coverages:**

- a. General Liability Coverage, including Contractual Liability Coverage, specifically including bodily injury, personal injury, and property damage
  - i. Each occurrence: \$3,000,000, written on an occurrence basis
  - ii. General aggregate: \$2,000,000
- b. Worker's Compensation Coverage
  - i. Statutory for Illinois
  - ii. Each accident: \$500,000
  - iii. Disease policy limit: \$500,000
  - iv. Disease each employee: \$500,000
- c. Excess Liability/Umbrella Coverage
  - i. \$1,000,000
- d. Sexual Misconduct and Molestation Liability Coverage
  - i. Each loss limit: \$1,000,000
  - ii. Aggregate limit: \$1,000,000
  - iii. Innocent party defense: \$300,000
- e. Each Party shall include the other Party, its public officials, employees, volunteers and agents, as additional insureds for all liability coverage. In addition, each Party shall furnish the other Party with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.
- f. In the event that any Party is self-insured, member of an intergovernmental pool or provides for its risk financing by a means other than commercial insurance, that Party shall keep in force at all times during the term of this Agreement, all coverages provided for hereinabove notwithstanding provision of such coverages in such manner.
- g. The insurance company, self-insurance pool, or similar entity of the Party administering any claim, cause of action and the like, shall be allowed to raise on behalf of the other Party any and all defenses, statutory and/or common law, to such claim or action that the other Party might have raised, including, but not limited to,

any defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, *et seq.*

**8. Indemnification**

- a. To the maximum extent permitted by law, Park District and School District shall indemnify and hold each other harmless from any and all actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to tangible physical property of the other, to the extent arising out of or resulting from the negligence or wrongful conduct of their respective employees or other authorized agents in connection with this Agreement. However, neither Party shall indemnify the other against actions, costs, expenses, damages and liabilities to the extent attributable to the negligent or wrongful acts or omissions of the other Party. If the Parties are both at fault hereunder, then any obligation to indemnify shall be proportional to their relative fault.

**9. Relationship of the Parties**

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

**10. No Third Party Beneficiary**

- a. This Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a Party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

**11. Assignment**

- a. No part of this Agreement may be assigned by either of the Parties hereto without prior written consent of the other Party.

**12. Right to Amend**

- a. In the event that either Party desires to modify or amend this Agreement, written notice thereof shall be given prior to September 15 of the preceding year for modification to be adopted for the subsequent year unless otherwise agreed. Modification to this Agreement must be by formal public action of the elected Board of the respective Party.

**13. Authority**

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

14. **Successor**

- a. It is the intention of the Parties hereto that this Agreement and each and all of the provisions be binding on their successors in office.

15. **Multiple Counterparts**

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

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals the day and year first above written.

Board of Education of  
Butler School District #53

Oak Brook Park District

By: \_\_\_\_\_  
Christopher Edmonds, Its President

By: \_\_\_\_\_  
Sharon Knitter, Its President

Attest: \_\_\_\_\_  
Ahmad Sulaiman, Its Secretary

Attest: \_\_\_\_\_  
Laure L. Kosey, Its Secretary



# Oak Brook Park District

## BOARD MEETING


### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: RESOLUTION 19-0417: A RESOLUTION AMENDING THE AGREEMENT BETWEEN THE OAK BROOK PARK DISTRICT AND NEXT GENERATION SCREEN PRINTING AND EMBROIDERY, INC. FOR APPAREL SCREEN PRINTING AND EMBROIDERY SERVICES**

**AGENDA No.: 8 E**

**MEETING DATE: MAR. 18, 2019**

**STAFF REVIEW:**

Marketing Manager, Jessica Cannaday: 

**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 District solicited bids for apparel screen printing and embroidery services during the 2018/2019 Fiscal Year. A contract, not to exceed \$34,000, was awarded to Next Generation Screen Printing and Embroidery, Inc. of Lombard, IL. The District has been satisfied with the quality and service of Next Generation Screen Printing and Embroidery, Inc. under the current agreement.

The current agreement will expire on April 30, 2019.

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

The existing agreement with Next Generation Screen Printing and Embroidery, Inc. provides for the extension of the contract by 1 year if such extension is desired by the District and Next Generation Screen Printing and Embroidery, Inc. and sufficient appropriation is made by the District as required by law.

The staff recommendation is to extend the current terms of the contract with Next Generation Screen Printing and Embroidery, Inc., including the price, for an additional year.

The Resolution and Addendum to extend the contract as recommended are attached for the Board's consideration and approval, if desired, at the April 15, 2019 Board Meeting.

**ACTION PROPOSED:**

For Review and Discussion Only.

**RESOLUTION NO. 19-0417**

**A RESOLUTION AMENDING THE AGREEMENT BETWEEN THE  
OAK BROOK PARK DISTRICT AND  
NEXT GENERATION SCREEN PRINTING AND EMBROIDERY, INC.  
FOR APPAREL SCREEN PRINTING AND EMBROIDERY SERVICES**

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**WHEREAS**, the Oak Brook Park District (the "District") is authorized to enter contracts for supplies, materials and work (70 ILCS 1250/8-1); and

**WHEREAS**, on April 16, 2018, the District and Next Generation Screen Printing and Embroidery, Inc. (the "Contractor") entered an Agreement for Apparel Screen Printing and Embroidery Services (the "Agreement"), and Section 16 of the Agreement provided that it could be extended for one year upon approval of such an extension by the District and the Contractor, and upon prior appropriation therefor; and

**WHEREAS**, the District and the Contractor have agreed to an extension of one year, and the District has appropriated sufficient funds for such extension,

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

**Section 1.** The Board of Park Commissioners of the District hereby approves a one (1) year extension of the Agreement, from May 1, 2019, to April 30, 2020, subject to the terms and conditions of the "Amendment to an Agreement Between the Oak Brook Park District and Next Generation Screen Printing and Embroidery, Inc. for Apparel Screen Printing and Embroidery Services" (the "Amendment"), and the President and Secretary of the District are hereby authorized, respectively, to execute and attest the Amendment in substantially the form attached hereto and made a part of this Resolution as Exhibit "A".

**Section 2.** All resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed to the extent of the conflict.

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

**PASSED AND APPROVED THIS 15<sup>th</sup> Day of April, 2019.**

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Sharon Knitter, President

ATTEST:

\_\_\_\_\_  
Laure Kosey, Secretary



**AMENDMENT TO AN AGREEMENT BETWEEN  
THE OAK BROOK PARK DISTRICT AND  
NEXT GENERATION SCREEN PRINTING AND EMBROIDERY, INC.  
FOR APPAREL SCREEN PRINTING AND EMBROIDERY**

---

**THIS ADMENDMENT** (the "Amendment") to "An Agreement Between the Oak Brook Park District and Next Generation Screen Printing and Embroidery, Inc.. for Apparel Screen Printing and Embroidery " (the "Agreement"), is made and entered into by and between the Oak Brook Park District (the District") and Next Generation Screen Printing and Embroidery, Inc. ("Next Generation").

**WITNESSETH:**

**WHEREAS**, the Agreement was entered between the District and Next Generation, and dated April 16, 2018, for the provision of Apparel Screen Printing and Embroidery of the District's Apparel by Next Generation; and

**WHEREAS**, pursuant to Section 16, the term of the Agreement was to be from the execution of said contract through April 30, 2019 provided, however, that the Agreement could be extended for one additional year, upon approval of such an extension by Next Generation and the District, and upon the same terms and conditions, provided that sufficient funds are appropriated by the District for such extension; and

**WHEREAS**, Next Generation and the District have agreed to an extension of one year of said contract through April 30, 2020, and the District has appropriated sufficient funds for such extension,

**NOW, THEREFORE**, in consideration of the foregoing and the mutual covenants and agreements herein set forth, and other good and valuable consideration, the sufficiency of which is hereby acknowledged by the parties, the District and Next Generation agree to the terms and conditions of this Amendment as follows:

**ARTICLE I  
THE RECITALS ARE PART OF THIS ADDENDUM**

The representations, covenants and recitations set forth in the foregoing recitals are material to this Amendment and are hereby incorporated into and made a part of this Amendment as though fully set forth in this Article I.

**ARTICLE II  
EXTENSION OF TERM OF AGREEMENT**

- A. Section 16 of the Agreement is amended to extend the term of the Agreement until April 30, 2020.
- B. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this 15th day of April, 2019.

OAK BROOK PARK DISTRICT

NEXT GENERATION SCREEN  
PRINTING AND EMBROIDERY, INC.

By: \_\_\_\_\_  
Sharon Knitter, Its President

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

Attest: \_\_\_\_\_  
Laure Kosey, Its Secretary

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