



**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**May 17, 2021 – 6:30 p.m.**  
**Studio C**

1. PUBLIC HEARING- FOR THE PROPOSED BUDGET AND APPROPRIATION ORDINANCE FOR FISCAL YEAR MAY 1, 2021 – APRIL 30, 2022 *(Notice of the Public Hearing was published in the Doings-Oak Brook Newspaper –May 6, 2021.)*
  - a. Call to Order and Roll Call
  - b. Public Hearing for the Proposed Budget and Appropriation Ordinance for Fiscal Year May 1, 2021 – April 30, 2022
  - c. Adjournment of Public Hearing.
2. CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL
3. OPEN FORUM
4. ANNUAL MEETING
  - a. Administration of Oath of Office
    - i. Sharon Knitter- re-elected April 6, 2021
    - ii. Ivana Ivkovic- elected April 6, 2021
  - b. Election of Park Board President and Vice President
  - c. Appointment of Board Secretary and Treasurer
5. CONSENT AGENDA
  - a. APPROVAL OF May 17, 2021 AGENDA
  - b. APPROVAL OF MINUTES
    - i. April 19, 2021 Regular Board Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING APRIL 30, 2021
    - i. Warrant 647
6. COMMUNICATIONS/PROCLAMATIONS
  - a. Board of Commissioners to share communications
  - b. Review of the Oak Brook Park District Strategic Plan
7. STAFF RECOGNITION
  - a. Rachel Jones, Corporate and Community Relations



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8. REPORTS:

- a. Communications IT, and Administration Report
- b. Finance & Human Resources Report
- c. Recreation & Facilities Report
- d. Parks & Planning Report

9. UNFINISHED BUSINESS

- a. Family Recreation Center Roof Replacement Bid
- b. Revision to Personnel Policy Manual Section 6.11 Work Related Cell Phone Policy (New)
- c. September 2021 Regular Board Meeting Date Change
- d. 2021 Amendment to the Oak Brook Park District Executive Director Employment Agreement
- e. Ordinance 21-0517: 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, 2021 and Ending April 30, 2022

10. NEW BUSINESS

- a. Central Park Monument Sign Bid
- b. Approval of a Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference Held September 21-23, 2021 in Nashville, TN (*\*\*\*Requires Waiving the Board Rules to Approve at this Meeting.*)
- c. Compact Track Skid Loader Purchase through Source Well Cooperative Purchasing Group
- d. Asphalt Pavement Replacement Bid
- e. 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 2021 – 2022. (*\*\*\*Requires Waiving the Board Rules to approve at this meeting.*)
- f. Ordinance 21-0621: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

11. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JUNE 21, 2021, 6:30 p.m.

12. ADJOURNMENT

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





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1. **PUBLIC HEARING- FOR THE PROPOSED BUDGET AND APPROPRIATION ORDINANCE FOR FISCAL YEAR MAY 1, 2021 – APRIL 30, 2022** *(Notice of the Public Hearing was published in the Doings-Oak Brook Newspaper –May 6, 2021.)*
  - a. Call to Order and Roll Call *[Call to Order the Public Hearing for the Proposed Budget and Appropriation Ordinance for Fiscal Year May 1, 2021 – April 30, 2022 and ask the Recording Secretary to conduct the Roll Call.]*
  - b. Public Hearing for the Proposed Budget and Appropriation Ordinance for Fiscal Year May 1, 2021 – April 30, 2022 *[President Knitter Announce: “In accordance with state statute, notice of today’s public hearing was published in The Doings Oak Brook Elmhurst newspaper on Thursday May 6, 2021. A copy of our proposed budget and related budget ordinance has been available for public inspection in hard copy form at the Park District’s Administration Office as well as in electronic form on our website for at least 30 days prior to today’s hearing.”*

*Then ask whether there are any public comments on the Proposed Budget and Appropriation Ordinance. 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.*

*Once all Public Comments have been received, the President asks the Board if there are any Commissioners that may wish to comment on the Budget or Ordinance. When all comments have been received, the President shall request a motion to Adjourn the Public Hearing as follows.]*
  - c. Adjournment of Public Hearing. *[Ask for Motion (and Second) to Adjourn the Public Hearing. Voice vote -- “All in favor...”]*
2. **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.]*
3. **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.]*



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**Studio C**

**4. ANNUAL MEETING**

- a. Administration of Oath of Office *[The Oath of Office shall be administered to Sharon Knitter and Ivana Ivkovic. Pictures will be taken.]*
- i. Sharon Knitter- re-elected April 6, 2021
  - ii. Ivana Ivkovic- elected April 6, 2021

- b. Election of Park Board President and Vice President

*[President Knitter asks for nominations for Board President. When all nominations have apparently been made, she announces that nominations are closed. If there is only one nomination, she asks for a Motion (and Second) to elect \_\_\_\_\_ as President. Voice Vote -- "All in favor".*

*If there is more than one nomination, a Motion (and Second) is taken for the first nominee. Roll Call Vote. If the first nominee is not elected by 3 votes, a Motion (and Second) is taken for the second nominee, and the process is repeated until a President is elected by Roll Call Vote. Once a President is elected, the President takes the Chair, and repeats the above process for nominees for Vice President]*

- c. Appointment of Board Secretary and Treasurer

*[The President states that the current Board Secretary is Executive Director Laure Kosey. The President proposes that, since the Board's secretary has traditionally been the Executive Director, Laure Kosey should be reappointed to serve as Secretary unless any Board member has an objection. If not, the President asks for a Motion (and Second) to appoint Laure Kosey as the District's Secretary. Voice Vote – "All in favor". If there is an objection, ask for proposed names for the appointment and proceed as with the appointment below.*

*Then, the President asks for nominations for Treasurer. When all nominations have apparently been made, the President announces that nominations are closed. If there is only one nomination, the President asks for a Motion (and Second) to appoint \_\_\_\_\_ as Treasurer. Voice Vote -- "All in favor". If there is more than one nomination, a Motion (and Second) is taken for the first nominee. Roll Call Vote. If the first nominee is not approved for appointment by 3 votes, a Motion (and Second) is taken for the second nominee, and the process is repeated until a Treasurer is appointed by Roll Call Vote.]*

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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 a Second) to approve the Consent Agenda, as presented. **Roll Call Vote...***

- a. APPROVAL OF May 17, 2021 AGENDA
  - b. APPROVAL OF MINUTES
    - i. April 19, 2021 Regular Board Meeting Minutes
  - c. APPROVAL OF FINANCIAL STATEMENT ENDING APRIL 30, 2021
    - i. Warrant 647
5. COMMUNICATIONS/PROCLAMATIONS *[For Review and Discussion Only.]*
- a. Board of Commissioners to share communications
  - b. Review of the Oak Brook Park District Strategic Plan
6. STAFF RECOGNITION *[Greet Rachel Jones as the new Corporate and Community Relations.]*
- a. Rachel Jones, Corporate and Community Relations
7. REPORTS: *[For Review and Discussion Only.]*
- a. Communications IT, and Administration Report
  - b. Finance & Human Resources Report
  - c. Recreation & Facilities Report
  - d. Parks & Planning Report
8. UNFINISHED BUSINESS
- a. Family Recreation Center Roof Replacement Bid *[Request a Motion and a Second to accept the base bid and reject the alternate bids of Premier Roofing Design, Inc., DBA Top Roofing for the Family Recreation Center Roof Replacement Project and to approve an Agreement between the Oak Brook Park District and Premier Roofing Design, Inc., DBA Top Roofing for a not-to-exceed cost of \$248,800. **Roll Call Vote...***
  - b. Revision to Personnel Policy Manual Section 6.11 Work Related Cell Phone Policy (New) *[Request a Motion and a Second to Approve Section 6.11 Work-Related Cell Phone Policy. **Roll Call Vote...***
  - c. September 2021 Regular Board Meeting Date Change *[Request a Motion and a Second to Approve Changing the September 2021 Regular Board Meeting Date to September 13, 2021. **Roll Call Vote...***

*Unfinished Business continued on next page.*





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*Unfinished Business Continued:*

- d. 2021 Amendment to the Oak Brook Park District Executive Director Employment Agreement  
*[Request a Motion and a Second to Approve the 2021 Amendment to the Oak Brook Park District Executive Director Employment Agreement as Presented. Roll Call Vote...]*
- e. Ordinance 21-0517: 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, 2021 and Ending April 30, 2022. *[Request a Motion and a Second to Approve Ordinance 21-0517: 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, 2021 and ending April 30, 2022. Roll Call Vote...]*

**9. NEW BUSINESS**

- a. Central Park Monument Sign Bid *[For Review and Discussion Only]*
- b. Approval of a Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference Held September 21-23, 2021 in Nashville, TN (*\*\*\*Requires Waiving the Board Rules to Approve at this Meeting.*) *[Request a Motion and a Second to Waive the Board Rules to Approve at this Meeting, the Travel Expenses for Commissioner Attendance at the National Recreation and Park Association Conference held September 21-23, 2021 in Nashville, TN for the following Commissioners: (Please state the names of the commissioners attending the conference.) Roll Call Vote...]*

*Then request a Motion and a Second to Approve the Travel Expenses for Commissioner Attendance at the National Recreation and Park Association Conference held September 21-23, 2021 in Nashville, TN for the following commissioners: (Please re-state the names of the commissioners attending the conference.) Roll Call Vote...]*

- c. Compact Track Skid Loader Purchase through Source Well Cooperative Purchasing Group *[For Review and Discussion Only.]*
- d. Asphalt Pavement Replacement Bid *[For Review and Discussion Only.]*

*New Business continued on next page.*

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

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

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





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*New Business Continued:*

- e. 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 2021 – 2022. *[\*\*Requires Waiving the Board Rules to Approve at this Meeting.] [Request a Motion and a Second to Waive the Board Rules to Approve at this Meeting the 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 2021-2022. Roll Call Vote...]*

*Then Request a Motion and a Second to Approve the 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 2021-2022. Roll Call Vote...]*

- f. Ordinance 21-0621: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof *[For Review and Discussion Only.]*

10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JUNE 21, 2021, 6:30 p.m. *[Announce the Next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on June 21, 2021.]*

11. ADJOURNMENT *[Request a Motion and a Second to adjourn the May 17, 2021 Regular Meeting of the Oak Brook Park District Board of Commissioners. Voice Vote, All in Favor...]*

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

# The Doings

5-6-21

## Public Hearings

### LEGAL NOTICE

#### **NOTICE OF PUBLIC HEARING FOR THE PROPOSED BUDGET AND APPROPRIATIONS ORDINANCE**

NOTICE IS HEREBY GIVEN THAT THE Board of Commissioners of the Oak Brook Park District, DuPage and Cook Counties, Illinois, will conduct a public hearing regarding the proposed budget and appropriations ordinance for the fiscal year commencing May 1, 2021 and ending April 30, 2022, at the Oak Brook Park District, Family Recreation Center, 1450 Forest Gate Road, Oak Brook, Illinois, Monday, May 17, 2021, at 6:30 PM, during the Regular Meeting of the Board of Commissioners, at which time the proposed Budget and Appropriation Ordinance will be adopted.

Copies of the proposed ordinance are available for public inspection at the Park District Administration Office, 1450 Forest Gate Road, Oak Brook, Illinois, during normal business of 9:00AM – 4:30PM.

Laure L. Kosey, Board Secretary  
Oak Brook Park District  
5/6/2021 6941187



**AGENDA**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**April 19, 2021 – 6:30 p.m.**  
**Studio C**

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

President Knitter called to order the regular meeting of the Oak Brook Park District Board of Commissioners at the hour of 6:30 p.m. Commissioners Suleiman, Trombetta, Tan and President Knitter answered “present” from the Oak Brook Park District Family Recreation Center, Studio C. Also present in Studio C were Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Dave Thommes, Deputy Director; Bob Johnson, Director of Parks and Planning, and Steve Adams, District Attorney.

- a. Approval by a majority of the Commissioners present to allow Commissioner Tom Truedson to attend the meeting by audio conference, as he is unable to physically attend because of employment purposes as provided in section I-G-1 of the Board Rules.

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to allow Commissioner Tom Truedson to attend the meeting by audio conference, as he is unable to physically attend because of employment purposes as provided in section I-G-1 of the Board Rules.

Ayes: Commissioners Suleiman, Tan, Trombetta, and President Knitter.

Nays: None

Commissioner Truedson entered the Regular Board Meeting.

2. OPEN FORUM

President Knitter asked if there were any public comments. Ray Cesca and Christy Dolan Oak Brook Residents addressed the Board.

Mr. Cesca addressed the Board first, speaking about the Family Recreational Center and its activities.

Mr. Cesca expressed concern over the Master Plan of the Open Land on the North end of the Central Park Campus. Stating many Oak Brook Residents have come to him with valid concerns. Many of the concerns are due in part to the increased tax revenue and how it was being utilized by the Park District.

Mr. Cesca informed the Board memberships and daily usage for residents too high. Stating, Oak Brook residents are being overcharged to utilize the facility, as the fees should not compete with corporations such as LA Fitness or Life Time Fitness, because he believes they hold different business models, not based around the community as the Oak Brook Park District model.

President Knitter spoke on behalf of the Board. Stating the Fitness Center and Aquatics are not supported by tax revenue. Tax revenue is utilized in maintaining the buildings and the land offered by the Park District.

President Knitter thanked Mr. Cesca for coming to the meeting and expressing his concerns.

President Knitter stated she still believes that the Oak Brook Park District is welcome to all people, and residents need to compare apples to apples. Fitness memberships are not based on taxes. Using the example of LA Fitness, President Knitter explained such an establishment does not have to maintain parks, and playgrounds as the Park District does.

Mr. Cesca stated he understood, however, with the resident tax increase, he still does not understand where the money is being utilized, especially when looking at the Central Park North open land. Informing the Board, he entrusted the Oak Brook Park District to work with the Village, as Oak Brook does not have a lot of residents he feels as though he is being unfairly charged when seeing the totals taken from his taxes.

President Knitter explained the open land and fee structure, she feels very comfortable with everything the Board Members have done, making sure resident groups understood what the open land meant. The community was very involved with the vision for the land, and she feels very comfortable with the phase the land is in currently for residents.

President Knitter believes there may be a misunderstanding of what open land meant because the open land of Dean Nature Sanctuary concept was different from the North Athletic Fields open land concept. Adding residents needed to remember the land has not been completed.

President Knitter asked if there were any additional public comments. Christy Dolan, an Oak Brook resident addressed the Board.

Ms. Dolan stated from the beginning to now, the land is not what residents envisioned.

President Knitter stated the open field was always meant to be soccer fields because that is what the residents stated they wanted in the countless surveys taken. The only thing missing from the vision are restrooms, which at this time the Park District cannot afford.

Laure Kosey, Executive Director, stated she would be happy to schedule time to go over the Master Vision with them, as she has already been in contact with them over these same issues via email.

President Knitter stated the pricing structure is very good and of good value. Concerning the land, it had been badly maintained, now the land has been graded, there are new walking/bike trails, fitness stations, built-in bag toss, a shelter, and a totem pole plaza.

Commissioner Suleiman stated the open land is cohesive with Central Park and is multi-generational. She is hopeful when completed the open land will cater to the senior community as well as those who are in the younger generation. Commissioner Suleiman understands where Ms. Dolan is coming from, as in its current phase it looks a bit daunting, because of the large parking lot and amount of construction residents witnessed. However, the concept is there and the stakeholders have been good. Function and feasibility will come in the coming phases.

Commissioner Tan stated to both Mr. Cesca and Ms. Dolan, addressing tax revenue. Part of the mission of the Park District is to maintain the property which comes at a base cost. Where all of Oak Brook can benefit from the parks, trails, and soccer fields. The North Athletic Fields have been put in and the grading of the fields has made them much better, this came at a fixed cost. All of this was completed for residents and nonresidents to utilize the land.

Commissioner Tan reiterated, the tax dollars which go into the Park District are for basic maintenance and facility, so everyone can enjoy the fields, paths, and open space.

Commissioner Tan explained the Family Recreation Center rates are another aspect of the Park District but are not subsidized from resident's taxes. As the Family Recreation Center and the Tennis Center are managed by the Park District, the cost is offset by allowing nonresidents to use the facility. Constrained by the market on how much the Park District can charge; the charges are competitive to get the revenue to support the resident's discount. The Park District does not take tax and allocate it to membership; rather tax covers a lot of the land maintenance which helps beautify Oak Brook. The differential is what can be charged to the market. Commissioner Tan stated he looks at the finance slightly different than Mr. Cesca and Ms. Dolan. By charging the market fee above and beyond to non-residents and at a discount for residents allows the Park District maximize revenue from the marketplace to minimize the tax burden.

### 3. CONSENT AGENDA

- a. APPROVAL OF APRIL 19, 2021 AGENDA
- b. APPROVAL OF MINUTES
  - i. March 15, 2021, Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING MARCH 31, 2021
  - i. Warrant 646

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

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

Ayes: Commissioners Suleiman, Tan, Trombetta, Truedson, and President Knitter.

Nays: None

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

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

Ayes: Commissioners Suleiman, Tan, Trombetta, Truedson, and President Knitter.

Nays: None

### 4. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications

There were no communications between the Board Members.

Laure Kosey, Executive Director, stated there was a matter which had come to her attention regarding the Conservation Foundation and the land which was purchased at the Dean Nature Sanctuary by the Illinois Tollway. As the Conservation Foundation was aware the Oak Brook Park District received fifty thousand dollars for the land. The Conservation Foundation is requesting a portion of the allocation.

Dr. Kosey is in negotiations with Brook McDonald. Dr. Kosey stated the Conservation Foundation would like the Oak Brook Park District to pay for their legal fees, should they have to pursue legal action for what they believe to be their share. The Conservation Foundation is seeking to receive five thousand dollars for the agreement with the Illinois Tollway.

Dr. Kosey asked the Board for their guidance on the matter.

President Knitter did not understand why the Foundation believes they should receive a payment from the Oak Brook Park District, as they no longer own the land or maintain the land. Stating the Oak Brook Park District needs the money they are requesting to finish the bike paths. Dorthey did not add the Foundation as a partner but as an overseer to the easement on the land.

President Knitter believes as though the Oak Brook Park District should not pay for any fees, especially ones against themselves.

Commissioner Trombetta stated paying for legal fees can grow substantially and could be dragged out, all of a sudden in just three months, the fifty thousand received becomes nothing. Commissioner Trombetta is in favor of giving them the five thousand and being finished.

President Knitter stated giving them a penny would set a precedent.

Commissioner Truedson stated the Foundation had nothing to do with the negotiation with the Illinois Toll Roads, all of this came up after the Foundation knew the Oak Brook Park District received compensation for the land. The Conservation Foundation asking for money seems suspect. The Conservation Foundation came into being because Dorthey wanted someone to oversee the work done by the Park District would be completed properly and correctly. Dorthey did not see the Foundation as a partner. Since the Foundation did help them secure the parcel of land at the North Athletic Fields, he would like to help them out.

Commissioner Truedson stated as an elected official of the Oak Brook community, it does not seem good to pay something to them as they are not an owner or a partner. That being said he has learned over the years to cut the losses, further litigation could be drawn out, settling would finish it.

President Knitter asked about litigation, as the Park District does not want to spend twenty-five thousand dollars on litigation fees.

Steve Adams, the Oak Brook Park District Attorney, stated the unfortunate truth of the Conservation Foundation has a legal argument, and it is viable. Through the state of Illinois Domain Act, it is clear, when a government entity takes land and there is an easement with conservation efforts, which would be the Conservation Foundation, to ensure the land will not be developed, they have a say. Also, they do not have full rights but do have some rights on the easement as an "ownership interest."

Commissioner Trombetta stated that he would like a motion to give the Conservation Foundation the five thousand dollars and give Dr. Kosey full authority to negotiation without the Board's consent.

Dr. Kosey informed Commissioner Trombetta there would need to be a consensus with the commissioners for negotiations.

Commissioner Tan stated they should cut their losses.

Commissioner Suleiman stated because of what Steve Adams stated she changed her mind.

President Knitter also stated that Steve Adams changed her mind.

b. Presentation in Recognition of Commissioner Trombettas' Service

President Knitter thanked Commissioner Trombetta for his service and all of this guidance over the years.

c. Presentation in Recognition of Commissioner Tan's Service

Commissioner Tan started having mixed emotions as he steps down from office, as he will be moving to California. If it had not been for circumstance Commissioner Tan stated he would have loved to help as long as possible.

Commissioner Tan noted it had been an honor and a privilege to serve on the Board. Applauding the staff and organization.

As a Board Member, Commissioner Tan stated he tried to realize the community's vision, serving the Board he has had to make compromises.

Commissioner Tan noted, he feels as though the Oak Brook Park District, even coming out of the COVID-19 economic situation, is in a good place due to Marco Salinas', Chief Financial Officer, financial prudence.

President Knitter thanked Commission Tan for all of his hard work. Stating, she is happy for him but sad for the community as he was excellent at contributing to financial matters and each member has appreciated his input.

Commissioner Suleiman stated Commissioner Tan has been a fantastic mentor to her she is happy inside and wishes him the best of luck on his new journey.

Commissioner Trombetta interjected, "God's speed and peace be with you."

5. STAFF RECOGNITION

a. None

6. REPORTS:

a. Communications IT, and Administration Report

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

Dr. Kosey informed the Board they will be going with directional names for all of the Central Park campus. However, should the Park District receive sponsorship for the fields they will then proceed with changing names.

Dr. Kosey stated Robert Pechous, Superintendent of Communications and IT, has found a new cell phone provider, so a new policy is on the agenda.

Dr. Kosey is very happy things are picking up, so everyone is very busy in the Communications IT and Administration Department

b. Finance & Human Resources Report

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

Mr. Salinas reported on the last eleven months of the fiscal year ending on March 31, 2021.

Mr. Salinas stated the General Fund has a surplus over last year, mostly due to the decreased spending.

Mr. Salinas stated the Recreation Fund is the complete opposite, being deficit three hundred and fifty thousand dollars. This is an eight hundred-thousand-dollar swing. With program activity being shut down for so long, there has been no way to recover the revenue.

Mr. Salinas informed the Board, the Tennis Center has a surplus similar to last year's revenues. The Tennis Center has made spending decreased as much as possible, however, there have also been revenue decreases due to COVID-19.

President Knitter stated the decrease over last year has worked well with belt-tightening.

Mr. Salinas informed the Board of the schedule of investments, which changed in appearance because of the policy changes. The schedule breaks down the investments with benchmarks and different yields with low interest rates. With investments in the money market, the account is yielding more than before. In the future, he will be working on the appearance of the report.

President Knitter thanked Mr. Salinas for all of his hard work over the past months, as it has been difficult with COVID-19 and all of the requests the Board has made to get a clear picture of the financials.

Commissioner Tan clarified the consolidated summary as the whole year-to-date. The deficit was projected only a couple of months ago to be much higher. Right now, projections are right under one million, when removing the budgeted 1.6 million deference of the Capital Projects of the North Athletic Fields out of the equation.

Commissioner Tan stated for a COVID-19 financial environment and staff cuts, the Oak Brook Park District is running much more efficiently and continues to run smoothly. Coming into the last month of the fiscal year, the Park District could break even.



c. Recreation & Facilities Report

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

Mr. Thommes reported on a busy week. The Brochure went live on the website and a lot of the pre-COVID-19 activities and programs are returning. The staff has also kept new programs which they received positive feedback during COVID-19. There will be movies in the park, concerts, Zoom Spanish and French classes, and a new Soccer League.

Mr. Thommes reported excitement because the Lifeguards received a 5-star audit review, which is the maximum number of stars.

Mr. Thommes pointed out Bath and Tennis Memberships are going very well. They have sold 207 memberships in total.

Mr. Thommes stated the clay has been delivered and weather permitting they will open the clay courts next week.

Mr. Thommes informed the Board, the Village of Oak Brook is still working on the construction of the pool and it will finish on May 9<sup>th</sup>. Then the pool will be filled and they will begin training of the Lifeguard Staff. If there are delays, they will train the Lifeguards at the Family Recreational Center.

Mr. Thommes stated Rob Bond, Superintendent of Aquatic and Maintenance Operations, will continue to take reservations for Splash Island until they feel comfortable as an organization to open. There has been a huge demand for private rentals and in the future, they are hoping to make them a permanent offering.

d. Parks & Planning Report

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

Mr. Johnson reported the bees at Dean Nature Sanctuary did not make it through winter. However, there are four new colonies now growing.

Mr. Johnson stated staff has been opening the parks and are working to get all the fields up and running as there has been a high demand to get out and start utilizing them for athletics.

Mr. Johnson said some small projects are being taken care of at the Sports Core, but are almost completed and will be phased out soon.

Mr. Johnson stated the Sustainability Committee has been working all month of April to encourage people to get outside for Earth Day and have given away 450 trees to patrons.

7. UNFINISHED BUSINESS

- a. Ordinance 21-0419: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation.

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to approve Ordinance 21-0419: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation.

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

Ayes: Commissioners Suleiman, Tan, Trombetta, Truedson, and President Knitter.

Nays: None

b. Revision: Administrative Policies and Procedures Manual Section 4.12 Purchasing Policy

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to approve the Revision: Administrative Policies and Procedures Manual Section 4.12 Purchasing Policy.

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

Ayes: Commissioners Suleiman, Tan, Trombetta, Truedson, and President Knitter.

Nays: None

c. Administration Policies and Procedures Manual

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to approve the proposed revisions to the Administrative Policies and Procedures Manual as presented.

President Knitter stated she was fine with the core value change but wanted to know why it needed to be changed.

Dr. Kosey informed President Knitter they included inclusion, diversity, and equality.

Ayes: Commissioners Suleiman, Tan, Trombetta, Truedson, and President Knitter.

Nays: None

d. Naming of North Fields

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to approve the proposed directional naming of the fields in Central Park: "North Athletic Fields," "South Athletic Fields," and "Central Park Ballfields."

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

Ayes: Commissioners Suleiman, Tan, Trombetta, Truedson, and President Knitter.

Nays: None

8. NEW BUSINESS

a. Family Recreation Center Roof Replacement Bid

Mr. Thommes notified the Board he would be putting a packet together to publish in a phased approach to improve the roof over the gymnasium and the pool.

President Knitter stated she cannot wait to move the buckets.

b. Revision to Personnel Policy Manual Section 6.11 Work-Related Cell Phone Policy (New)

Dr. Kosey stated a revision to determine which staff members may receive a cell phone and who may receive a cell phone stipend. This change would not be for every employee.

c. September 2021 Regular Board Meeting Date Change

Dr. Kosey informed the Board of the National Parks and Recreations Conference in Nashville, Tennessee. The Conference would be taking place on that Monday of the Board Meeting. Dr. Kosey is requesting the Board Meeting to be moved to Monday, September 13, 2021.

d. BUDGET FOR THE FISCAL YEAR 2021-2022

The Tentative Budget and Appropriations Ordinance 21-0517: for Fiscal Year May 1, 2021 – April 30, 2022, has been placed on public display for thirty days following the publication notice in The Doings – Oak Brook Newspaper on April 15, 2021. The public hearing is scheduled to occur at the May 17, 2021, regular meeting of the Board of Commissioners to receive 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 May 6, 2021.

Mr. Salinas presented a PowerPoint presentation of May 1, 2021, through April 4, 2022, Budget, which can be found in the Board Packet records.

Mr. Salinas showed timelines and noted the delay in presenting the budget as he was offering time to assist the staff in assessing the types of COVID-19 restrictions there may be.

Mr. Salinas stated in May there will be a public hearing and on the same date, the Board will approve the final budget of the Oak Brook Park District.

Mr. Salinas noted all of the payments to bonds leftover from last year, will be paid out using fund reserves.

Mr. Salinas state the Tennis Center had been asking for building repairs this Capital project would be funded out of the net position.

President Knitter asked if there was anything that was pushed back due to COVID-19 which is currently not requested within this budget for 2019-2020.

Dr. Kosey informed President Knitter, there were some things staff had asked for in 2019-2020 but later on realized they would still be able to pay for them with the 2020 budget, such as the mower and the Explorer SUV.

Mr. Salian's stated the summary of the General Fund Budget, revenues show to be decreasing over last year, whereas overhead is related to wages for custodial and front,

desk staff who are no longer employed, their funds were allocated to the General Fund because the expenses were lower making the part-time personnel cost budgeted higher.

President Knitter noted with the drastic cuts she wanted to make sure the residents would still be accommodated properly.

Dr. Kosey informed President Knitter, when more residents come back to the facility, they will need to make sure they accommodate them with additional staff.

President Knitter wanted to make sure continued staff cuts would not burn the current staff out.

Commissioner Tan stated the budget reflects what is seen today as situations and COVID-19 restrictions change, people will come back, which means the Park District will need more staff to offset the demand. This year's budget will be more of a guide but will need modifications as it moves forward.

Mr. Salinas continued with the proposed budget, the Recreation Fund will be helped this year by the property tax, savings on the IMRF, Social Security, and Fund Liability Fund. This is being done to help build reserves in the fund. This will only occur for one year.

President Knitter asked staff to think about, planning for the Tennis Centers HVAC system, should the system fail before the fifth year, as proposed in the budget.

President Knitter thanked Mr. Salinas for putting the presentation together.

9. ENTER CLOSED SESSION: To discuss and approve Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21); for the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District, or Legal Counsel for the District pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act; and for the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance pursuant to 5 ILCS 120/2(c)(3).

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to enter closed session for the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21); for the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District, or Legal Counsel for the District pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act; and for the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance pursuant to 5 ILCS 120/2(c)(3).

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

Ayes: Commissioners Suleiman, Tan, Trombetta, Truedson, and President Knitter  
Nays: None

Patrons and Staff exited the room at 7:45 pm.

10. CLOSED SESSION

- a. Discussion and Approval of Closed Meeting Minutes, January 20, 2020
- b. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District or Legal Counsel for the District
- c. Selection of a person to fill a public office, including a vacancy in a public office, when the public body is given the power to appoint under law or ordinance, or the discipline, performance, or removal of the occupant of a public office when the public body is given the power to remove the occupant under law or ordinance

11. ARISE FROM CLOSED SESSION AND RESUME THE OPEN SESSION

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to arise from the closed session to the open session at the hour of 8:10 pm.

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

Ayes: Commissioners Suleiman, Tan, Trombetta, Truedson, and President Knitter

Nays: None

12. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON MAY 17, 2021, 6:30 p.m

President Knitter announced the next Regular Meeting of the Oak Brook Park District of Park Commissioners will be held on May 17<sup>th</sup>, 2021, at 6:30 p.m.

13. ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to adjourn April 19, 2021, regular meeting of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote and the meeting adjourned at the hour of 8:11 pm.

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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 April 30, 2021 and 2020**  
**100.00% completed (12 out of 12 months)**

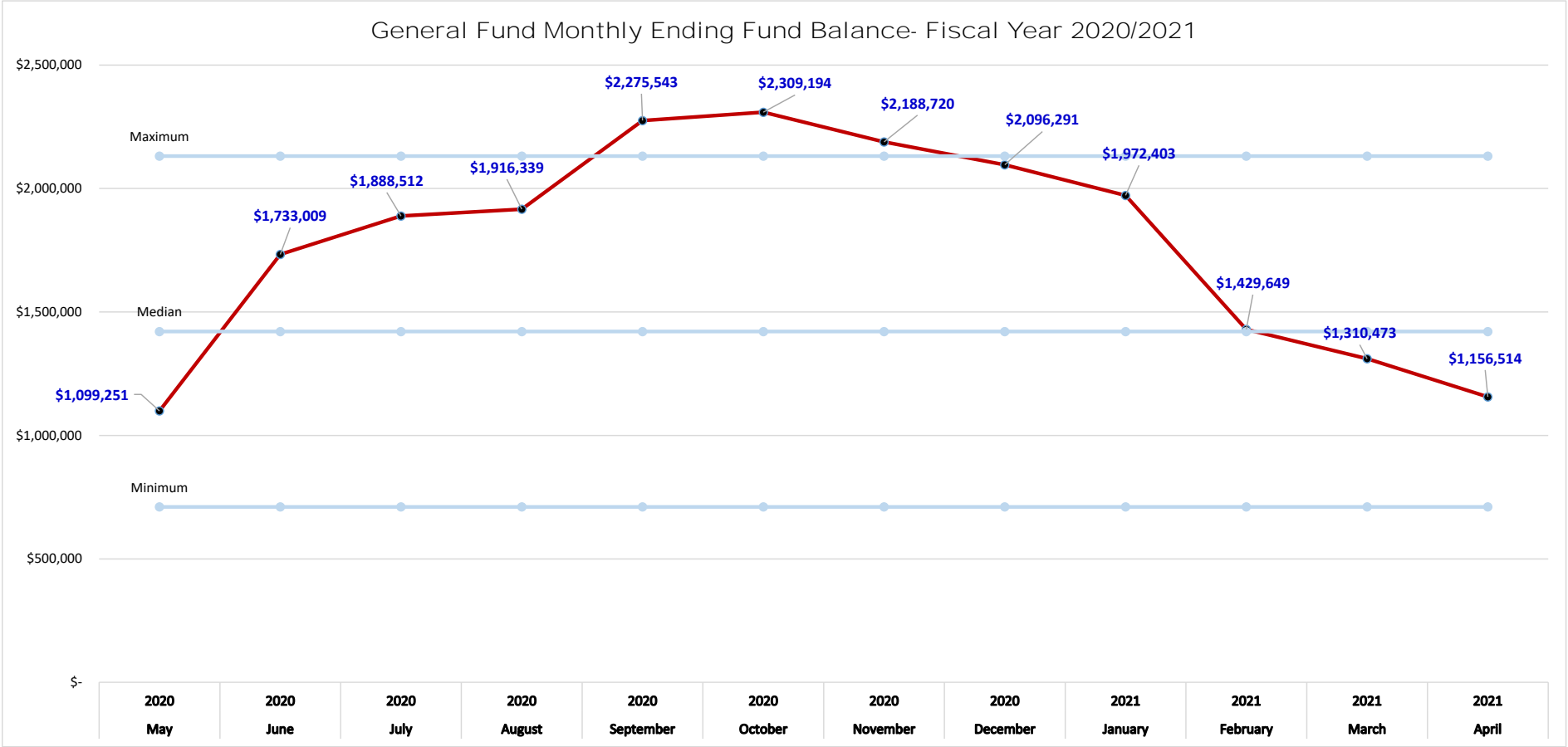
	Fiscal Year 2020/2021- Highlighted items reflect more than 8.33% variance							Highlighted items reflect more than 10% change		
	Original Annual Budget	Amended Annual Budget	April 2021 Actual	Year-To-Date Actual	Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 Year-To-Date Actual	2020/2021 Y-T-D Actual Higher/ (Lower) than 2019/2020 Y-T-D	Percent Change
<b>REVENUES</b>										
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	N/A
Finance										
Property Taxes	1,549,013	1,549,013	146	1,561,755	-	1,561,755	100.8%	1,497,991	63,764	4.3%
Personal Prop. Repl. Taxes	95,154	95,154	28,481	108,223	-	108,223	113.7%	114,780	(6,557)	-5.7%
Investment Income	11,500	11,500	217	6,313	-	6,313	54.9%	11,567	(5,254)	-45.4%
Other	19,000	19,000	350	13,983	-	13,983	73.6%	18,975	(4,992)	-26.3%
Central Park North	111,200	111,200	1,650	56,175	-	56,175	50.5%	25,734	30,441	118.3%
Central Park	111,200	111,200	33,733	200,544	-	200,544	180.3%	133,746	66,798	49.9%
Building-Recreation Center	1,076,020	1,076,020	28,030	554,243	-	554,243	51.5%	847,909	(293,666)	-34.6%
Central Park West	72,120	72,120	2,413	12,608	-	12,608	17.5%	50,719	(38,111)	-75.1%
<b>TOTAL REVENUES</b>	<b>\$ 3,045,207</b>	<b>\$ 3,045,207</b>	<b>\$ 95,019</b>	<b>\$ 2,513,843</b>	<b>\$ -</b>	<b>\$ 2,513,843</b>	<b>82.6%</b>	<b>\$ 2,701,420</b>	<b>\$ (187,577)</b>	<b>-6.9%</b>
<b>EXPENDITURES</b>										
Administration	\$ 464,071	\$ 465,121	\$ 44,644	\$ 431,204	\$ 1,868	433,073	92.9%	\$ 436,846	\$ (5,641)	-1.3%
Finance	494,580	449,913	47,857	386,827	4,676	391,503	78.2%	433,701	(46,874)	-10.8%
Central Park North	23,950	24,900	91	8,354	1,432	9,786	34.9%	14,480	(6,126)	-42.3%
Central Park	685,469	685,469	61,714	540,052	23,403	563,455	78.8%	583,162	(43,110)	-7.4%
Saddlebrook Park	15,871	16,442	262	12,917	316	13,233	81.4%	20,063	(7,145)	-35.6%
Forest Glen Park	23,490	23,490	541	11,348	1,256	12,604	48.3%	21,536	(10,188)	-47.3%
Chillem Park	7,125	7,125	164	2,132	92	2,224	29.9%	5,183	(3,052)	-58.9%
Dean Property	11,786	11,786	2,100	7,643	230	7,873	64.8%	10,506	(2,863)	-27.3%
Professional Services	46,000	46,000	4,900	33,983	280	34,263	73.9%	80,037	(46,053)	-57.5%
Contracts- Maint. DNS	26,000	26,000	-	21,168	4,300	25,468	81.4%	24,999	(3,832)	-15.3%
Building-Recreation Center	965,541	1,007,177	82,389	651,068	33,572	684,640	67.4%	867,339	(216,271)	-24.9%
Central Park West	71,777	72,237	4,315	33,439	2,065	35,505	46.6%	54,126	(20,687)	-38.2%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,835,660</b>	<b>\$ 2,835,660</b>	<b>\$ 248,978</b>	<b>\$ 2,140,136</b>	<b>\$ 73,491</b>	<b>\$ 2,213,628</b>	<b>75.5%</b>	<b>\$ 2,551,977</b>	<b>\$ (411,840)</b>	<b>-16.1%</b>
<b>TRANSFERS OUT</b>	\$ 392,042	\$ 392,042	\$ -	\$ 385,742	\$ -	\$ 385,742	98.4%	\$ 326,575	\$ 59,167	18.1%
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 3,227,702</b>	<b>\$ 3,227,702</b>	<b>\$ 248,978</b>	<b>\$ 2,525,878</b>	<b>\$ 73,491</b>	<b>\$ 2,599,370</b>	<b>78.3%</b>	<b>\$ 2,878,551</b>	<b>\$ (352,673)</b>	<b>-12.3%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ (182,495)</b>	<b>\$ (182,495)</b>	<b>\$ (153,960)</b>	<b>\$ (12,035)</b>	<b>\$ (73,491)</b>	<b>\$ (85,526)</b>	<b>6.6%</b>	<b>\$ (177,131)</b>	<b>\$ 165,096</b>	<b>-93.2%</b>

**Note>** Fiscal year 2020/2021 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  
Schedule of Ending Monthly Fund Balance- General Fund

	Actuals- Unaudited											
	May	June	July	August	September	October	November	December	January	February	March	April
	2020	2020	2020	2020	2020	2020	2020	2020	2021	2021	2021	2021
Beginning Unassigned	\$ 1,168,548	\$ 1,099,251	\$ 1,733,009	\$ 1,888,512	\$ 1,916,339	\$ 2,275,543	\$ 2,309,194	\$ 2,188,720	\$ 2,096,291	\$ 1,972,403	\$ 1,429,649	\$ 1,310,473
Monthly Net Surplus/(Deficit)	(69,297)	633,758	155,503	27,827	359,204	33,651	(120,474)	(92,429)	(123,888)	(542,755)	(119,175)	(153,960)
Ending Unassigned	\$ 1,099,251	\$ 1,733,009	\$ 1,888,512	\$ 1,916,339	\$ 2,275,543	\$ 2,309,194	\$ 2,188,720	\$ 2,096,291	\$ 1,972,403	\$ 1,429,649	\$ 1,310,473	\$ 1,156,514



Minimum (3 months Exp.)	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490	\$ 710,490
Median (6 months Exp.)	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980	\$ 1,420,980
Maximum (9 months Exp.)	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470	\$ 2,131,470

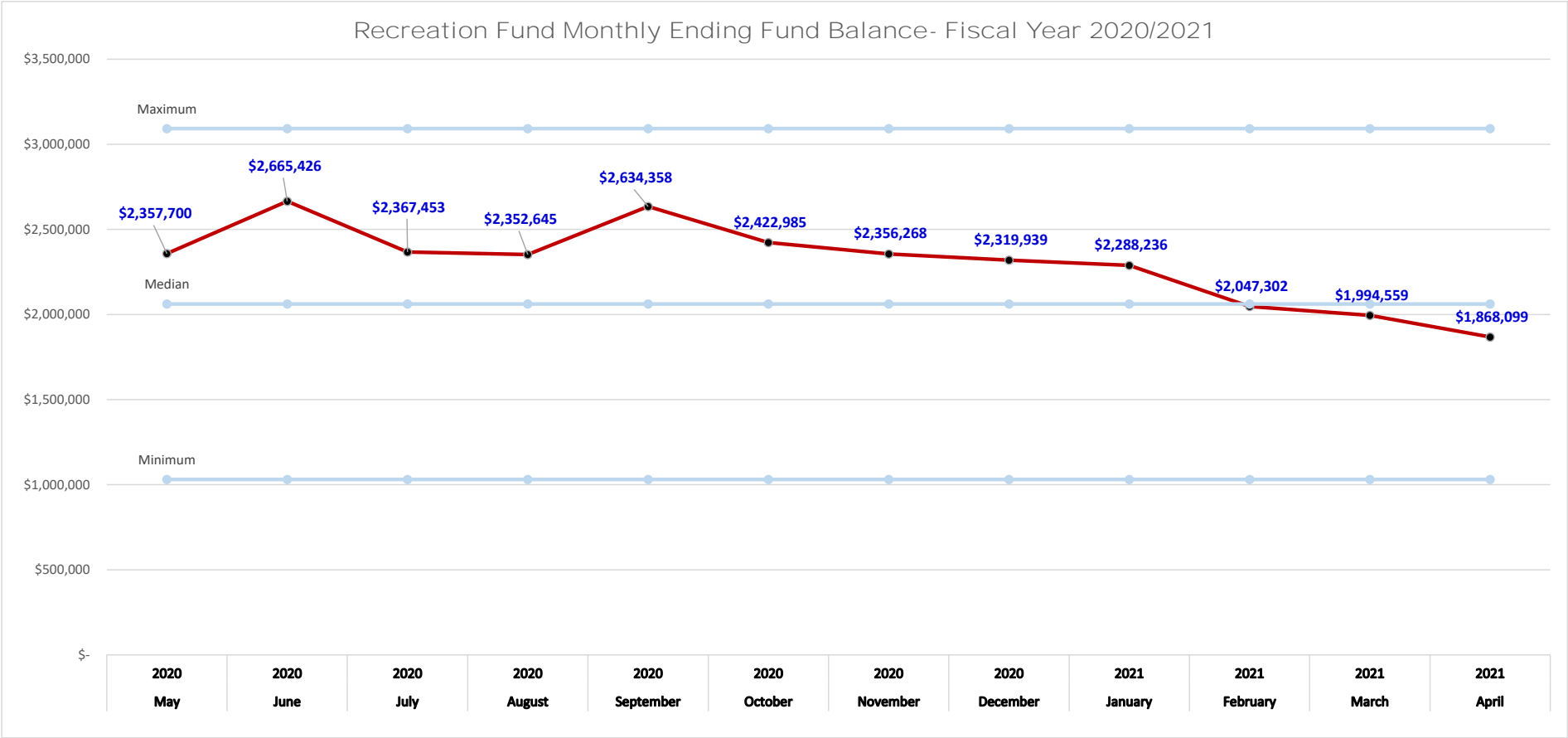
**Oak Brook Park District**  
**Recreation Fund Revenue and Expenditure Summary - Unaudited**  
**Fiscal Year-to-Date Activity through April 30, 2021 and 2020**  
**100.00% completed (12 out of 12 months)**

	Fiscal Year 2020/2021- Highlighted items reflect more than 8.33% variance							Highlighted items reflect more than 10% change		
	Original Annual Budget	Amended Annual Budget	April 2021 Actual	Year-To-Date Actual	Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 Year-To-Date Actual	2020/2021 Y-T-D Actual Higher/ (Lower) than 2019/2020 Y-T-D	Percent Change
<b>REVENUES</b>										
<b>Administration</b>										
Property Taxes	\$ 961,938	\$ 961,938	\$ 91	\$ 969,988	\$ -	\$ 969,988	100.8%	\$ 886,534	\$ 83,454	9.4%
Personal Prop. Repl. Taxes	29,956	29,956	8,966	34,070	-	34,070	113.7%	36,134	(2,064)	-5.7%
Investment Income	17,500	17,500	238	7,402	-	7,402	42.3%	17,188	(9,787)	-56.9%
Other	2,100	2,100	122	8,317	-	8,317	396.0%	1,473	6,844	464.7%
<b>Fitness Center</b>	846,508	846,508	18,033	193,430	-	193,430	22.9%	878,812	(685,382)	-78.0%
<b>Aquatic Center</b>	516,413	516,413	13,869	197,504	-	197,504	38.2%	436,984	(239,480)	-54.8%
<b>Aquatic Recreation Prog.</b>	619,549	619,549	3,963	188,940	-	188,940	30.5%	471,011	(282,071)	-59.9%
<b>Children's Programs</b>	119,517	119,517	728	127,380	-	127,380	106.6%	103,261	24,119	23.4%
<b>Preschool Programs</b>	269,592	269,592	40,788	153,373	-	153,373	56.9%	235,511	(82,138)	-34.9%
<b>Youth Programs</b>	214,029	214,029	1,811	70,041	-	70,041	32.7%	227,622	(157,581)	-69.2%
<b>Adult Programs</b>	50,580	50,580	2,118	10,956	-	10,956	21.7%	43,306	(32,351)	-74.7%
<b>Pioneer Programs</b>	74,200	74,200	(1)	5,997	-	5,997	8.1%	60,121	(54,124)	-90.0%
<b>Special Events and Trips</b>	106,970	106,970	(16)	99,562	-	99,562	93.1%	96,781	2,781	2.9%
<b>Marketing</b>	49,000	49,000	300	22,400	-	22,400	45.7%	84,208	(61,808)	-73.4%
<b>Capital Outlay</b>	30,000	30,000	-	-	-	-	0.0%	143,000	(143,000)	-100.0%
<b>TOTAL REVENUES</b>	<b>\$ 3,907,851</b>	<b>\$ 3,907,851</b>	<b>\$ 91,010</b>	<b>\$ 2,089,361</b>	<b>\$ -</b>	<b>\$ 2,089,361</b>	<b>53.5%</b>	<b>\$ 3,721,948</b>	<b>\$ (1,632,587)</b>	<b>-43.9%</b>
<b>EXPENDITURES</b>										
<b>Administration</b>	\$ 1,029,672	\$ 971,472	\$ 67,250	\$ 771,592	\$ 21,923	\$ 793,515	74.9%	\$ 752,073	\$ 19,518	2.6%
<b>Fitness Center</b>	652,420	653,043	25,032	292,659	19,785	312,443	44.9%	627,092	(334,433)	-53.3%
<b>Aquatic Center</b>	907,552	907,552	61,141	532,686	42,951	575,637	58.7%	763,019	(230,334)	-30.2%
<b>Aquatic Recreation Prog.</b>	283,056	283,056	16,291	97,306	540	97,846	34.4%	248,747	(151,441)	-60.9%
<b>Children's Programs</b>	90,860	130,225	3,212	86,150	4,191	90,342	94.8%	86,073	77	0.1%
<b>Preschool Programs</b>	240,653	242,803	12,549	102,459	7,330	109,788	42.6%	198,128	(95,670)	-48.3%
<b>Youth Programs</b>	152,865	155,165	1,658	40,589	267	40,856	26.6%	119,993	(79,405)	-66.2%
<b>Adult Programs</b>	43,169	33,431	885	6,316	5,205	11,521	14.6%	32,373	(26,057)	-80.5%
<b>Pioneer Programs</b>	70,997	70,997	130	6,322	7,665	13,987	8.9%	51,120	(44,798)	-87.6%
<b>Special Events and Trips</b>	74,983	98,483	2,208	76,904	1,349	78,253	102.6%	65,248	11,656	17.9%
<b>Marketing</b>	337,029	337,029	27,116	235,536	20,417	255,953	69.9%	285,596	(50,061)	-17.5%
<b>Capital Outlay</b>	240,000	240,000	-	139,328	21,451	160,779	58.1%	243,549	(104,221)	-42.8%
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,123,254</b>	<b>\$ 4,123,254</b>	<b>\$ 217,471</b>	<b>\$ 2,387,846</b>	<b>\$ 153,075</b>	<b>\$ 2,540,921</b>	<b>57.9%</b>	<b>\$ 3,473,013</b>	<b>\$ (1,085,167)</b>	<b>-31.2%</b>
<b>TRANSFERS OUT</b>	\$ 201,673	\$ 201,673	\$ -	\$ 177,973	\$ -	\$ 177,973	88.2%	\$ 81,011	\$ 96,962	119.7%
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 4,324,927</b>	<b>\$ 4,324,927</b>	<b>\$ 217,471</b>	<b>\$ 2,565,819</b>	<b>\$ 153,075</b>	<b>\$ 2,718,894</b>	<b>59.3%</b>	<b>\$ 3,554,024</b>	<b>\$ (988,205)</b>	<b>-27.8%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (417,076)</b>	<b>\$ (417,076)</b>	<b>\$ (126,460)</b>	<b>\$ (476,457)</b>	<b>\$ (153,075)</b>	<b>\$ (629,532)</b>	<b>114.2%</b>	<b>\$ 167,924</b>	<b>\$ (644,381)</b>	<b>-383.7%</b>

**Note>** Fiscal year 2020/2021 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  
Schedule of Ending Monthly Fund Balance- Recreation Fund

	Actuals- Unaudited											
	May	June	July	August	September	October	November	December	January	February	March	April
	2020	2020	2020	2020	2020	2020	2020	2020	2021	2021	2021	2021
Beginning Committed	\$ 2,344,557	\$ 2,357,700	\$ 2,665,426	\$ 2,367,453	\$ 2,352,645	\$ 2,634,358	\$ 2,422,985	\$ 2,356,268	\$ 2,319,939	\$ 2,288,236	\$ 2,047,302	\$ 1,994,559
Monthly Net Surplus/(Deficit)	13,143	307,726	(297,973)	(14,808)	281,713	(211,373)	(66,717)	(36,329)	(31,703)	(240,935)	(52,743)	(126,460)
Ending Committed	\$ 2,357,700	\$ 2,665,426	\$ 2,367,453	\$ 2,352,645	\$ 2,634,358	\$ 2,422,985	\$ 2,356,268	\$ 2,319,939	\$ 2,288,236	\$ 2,047,302	\$ 1,994,559	\$ 1,868,099



Minimum (3 months Exp.)	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814	\$ 1,030,814
Median (6 months Exp.)	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627	\$ 2,061,627
Maximum (9 months Exp.)	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441	\$ 3,092,441

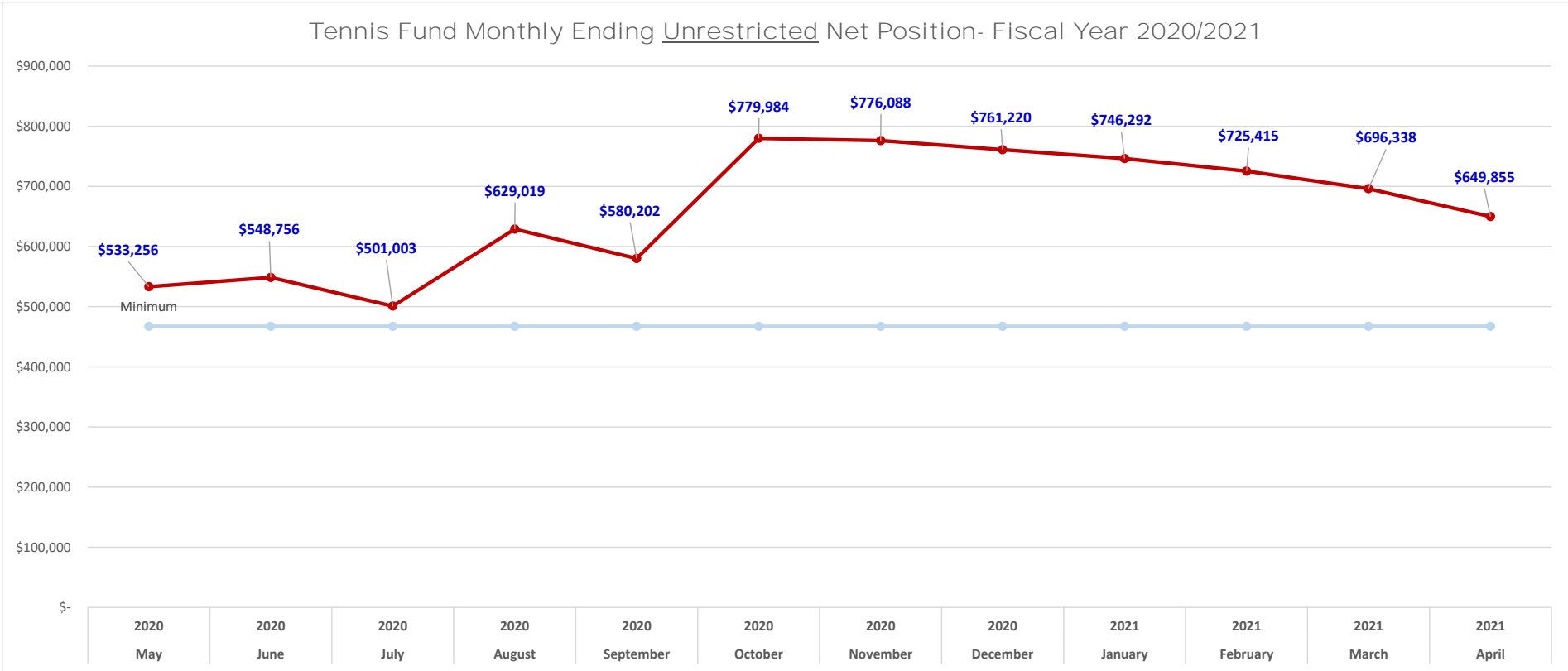
**Oak Brook Park District**  
**Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited**  
**Fiscal Year-to-Date Activity through April 30, 2021 and 2020**  
**100.00% completed (12 out of 12 months)**

Fiscal Year 2020/2021- Highlighted items reflect more than 8.33% variance								Highlighted items reflect more than 10% change		
	Original Annual Budget	Amended Annual Budget	April 2021 Actual	Year-To-Date Actual	Encumbered	Year-To- Date Actual + Encumbered	Y-T-D Actual, as a % of Original Annual Budget	Fiscal Year 2019/2020 Year-To-Date Actual	2020/2021 Y-T-D Actual Higher/ (Lower) than 2019/2020 Y-T-D	Percent Change
<b>REVENUES</b>										
Administration	\$ 22,500	\$ 22,500	\$ 352	\$ 12,714	\$ -	\$ 12,714	56.5%	\$ 13,907	\$ (1,194)	-8.6%
Building- Racquet Club	500	500	-	149	-	149	29.9%	479	(330)	-68.9%
Programs- Racquet Club	1,773,500	1,773,500	91,384	1,465,781	-	1,465,781	82.6%	1,746,232	(280,451)	-16.1%
<b>TOTAL REVENUES</b>	<b>\$ 1,796,500</b>	<b>\$ 1,796,500</b>	<b>\$ 91,736</b>	<b>\$ 1,478,644</b>	<b>\$ -</b>	<b>\$ 1,478,644</b>	<b>82.3%</b>	<b>\$ 1,760,618</b>	<b>\$ (281,975)</b>	<b>-16.0%</b>
<b>EXPENSES</b>										
Administration	\$ 727,478	\$ 710,478	\$ 48,714	\$ 450,634	\$ 4,319	\$ 454,952	61.9%	\$ 560,110	\$ (109,477)	-19.5%
Building- Racquet Club	370,829	375,829	27,303	227,011	22,749	249,760	61.2%	270,816	(43,805)	-16.2%
Programs- Racquet Club	771,500	783,500	62,202	458,944	1,368	460,312	59.5%	752,753	(293,809)	-39.0%
Capital Outlay	255,000	255,000	-	77,916	-	77,916	30.6%	-	77,916	N/A
<b>TOTAL EXPENSES</b>	<b>\$ 2,124,807</b>	<b>\$ 2,124,807</b>	<b>\$ 138,219</b>	<b>\$ 1,214,505</b>	<b>\$ 28,436</b>	<b>\$ 1,242,941</b>	<b>57.2%</b>	<b>\$ 1,583,679</b>	<b>\$ (369,174)</b>	<b>-23.3%</b>
<b>REVENUES OVER (UNDER) EXPENSES</b>	<b>\$ (328,307)</b>	<b>\$ (328,307)</b>	<b>\$ (46,483)</b>	<b>\$ 264,139</b>	<b>\$ (28,436)</b>	<b>\$ 235,703</b>	<b>-80.5%</b>	<b>\$ 176,939</b>	<b>\$ 87,200</b>	<b>49.3%</b>

**Note>** Fiscal year 2020/2021 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.

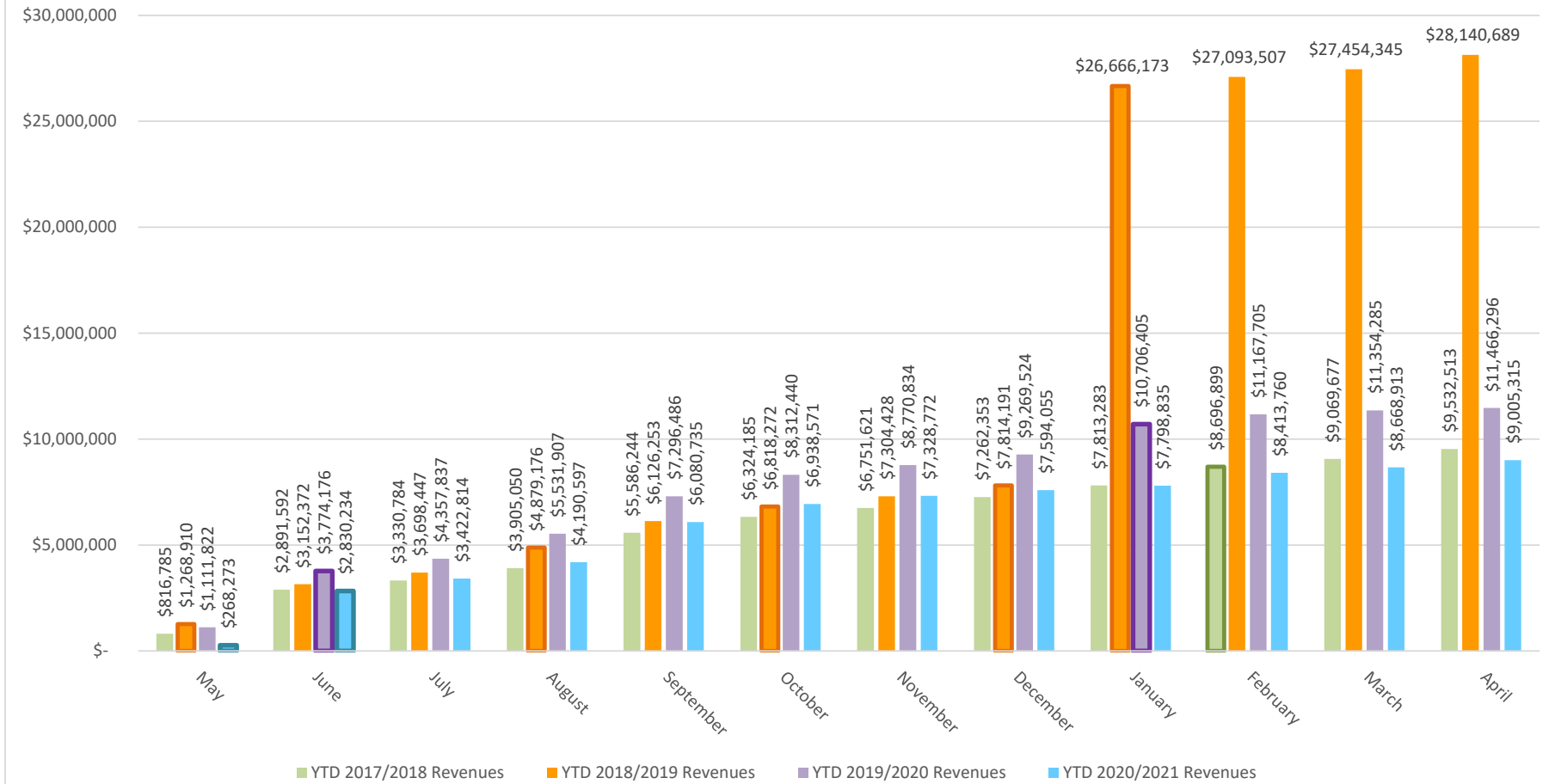
Oak Brook Park District  
Schedule of Ending Monthly Net Position- Tennis Fund

Actuals- Unaudited												
	May	June	July	August	September	October	November	December	January	February	March	April
	2020	2020	2020	2020	2020	2020	2020	2020	2021	2021	2021	2021
Beginning Investment in Capital Assets	\$ 1,779,633	\$ 1,779,633	\$ 1,804,433	1,804,433	1,804,433	1,829,233	1,829,233	1,845,942	1,857,549	1,857,549	1,857,549	1,857,549
Beginning Unrestricted	463,632	533,256	548,756	501,003	629,019	580,202	779,984	776,088	761,220	746,292	725,415	696,338
Monthly Net Surplus/(Deficit)	69,624	40,300	(47,752)	128,015	(25,373)	201,138	11,615	(2,320)	(14,671)	(20,876)	(29,077)	(46,483)
Ending Investment in Capital Assets	1,779,633	1,804,433	1,804,433	1,804,433	1,829,233	1,829,233	1,845,942	1,857,549	1,857,549	1,857,549	1,857,549	1,857,549
Ending Unrestricted	533,256	548,756	501,003	629,019	580,202	779,984	776,088	761,220	746,292	725,415	696,338	649,855



Minimum (3 months Exp.)	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452	\$ 467,452
Median (6 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Maximum (9 months Exp.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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



### NOTES

**2017/2018:** In February 2018 we recorded \$500,000 in debt certificate proceeds in the Capital Projects Fund and such proceeds are being used to fund the construction of the universal playground. This is one reason for the large increase in YTD revenues.

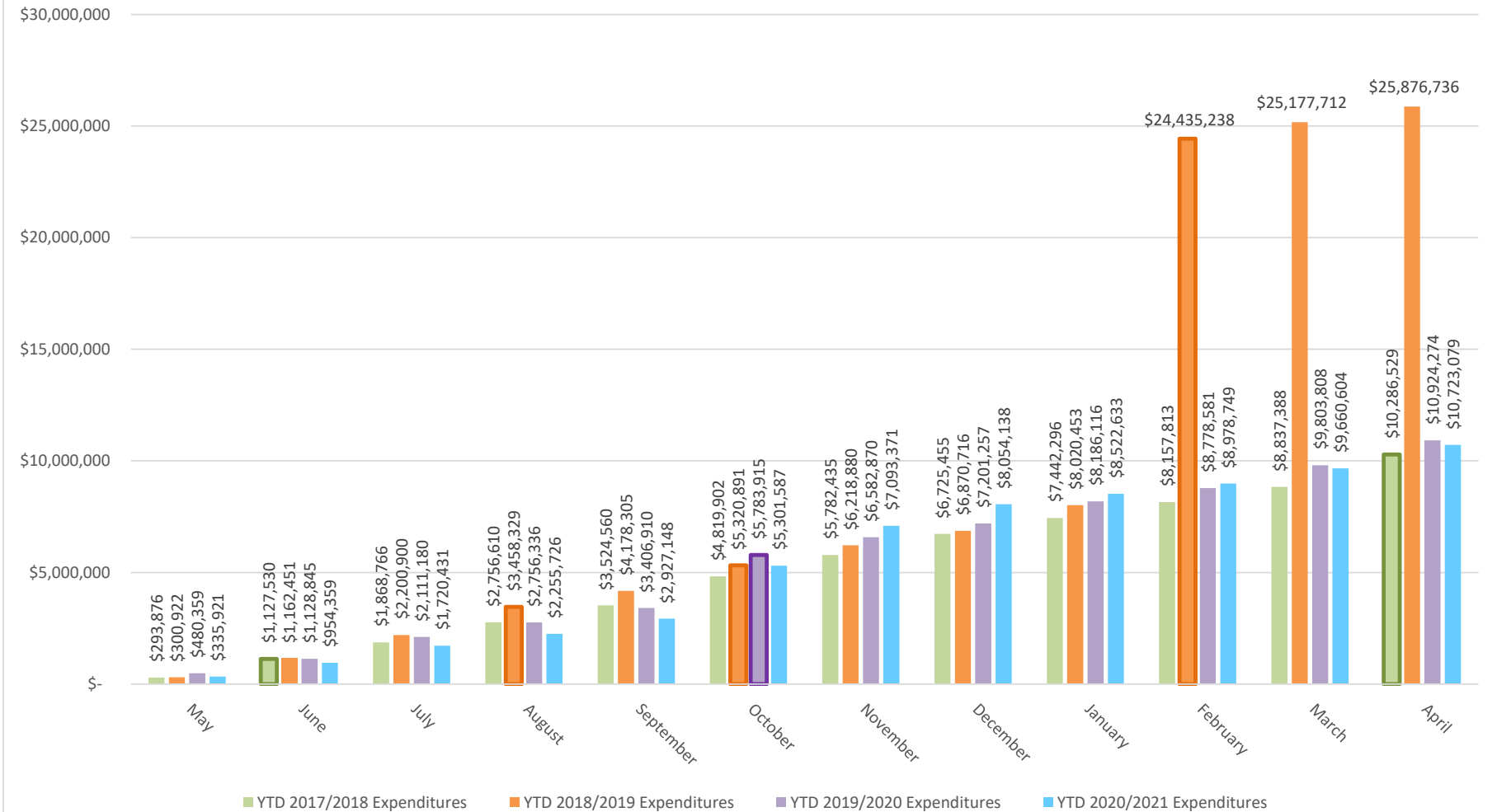
**2018/2019:** Historically, we have received the largest portions of our property taxes in June and September. In FY 2018/2019 we received approximately \$418,000 in property taxes in May and another \$522,000 in August; a month earlier than usual. In addition, this fiscal year is benefitting from approximately \$229,000 in new revenues related to our management of the Village's aquatic center. Tennis group lesson revenue is also significantly higher than prior year. In January 2019 the District received approximately \$18.1 million in bond proceeds to be used for the purchase of 34 acres of land.

**2019/2020:** The large increase in YTD revenues beginning in June 2019 is attributed to the increase in property tax receipts in our Debt Service Fund for the repayment of our 2019 "referendum" bonds. The 1st payment on these bonds is scheduled for October 30, 2019. In January 2020, we recorded \$450,000 in proceeds from the issuance of our 2020 debt certificates plus another \$500,000 in proceeds from a promissory note. These proceeds to fund various outdoor lighting upgrades.

**2020/2021** The large decreases in May and June 2020 revenues is attributed to the closure of all our indoor and outdoor recreation facilities as a result of the COVID-19 pandemic. Such closure began in Mid-March and extended through the end of June 2020, with the resumption of limited on-site programming during the month of June.



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



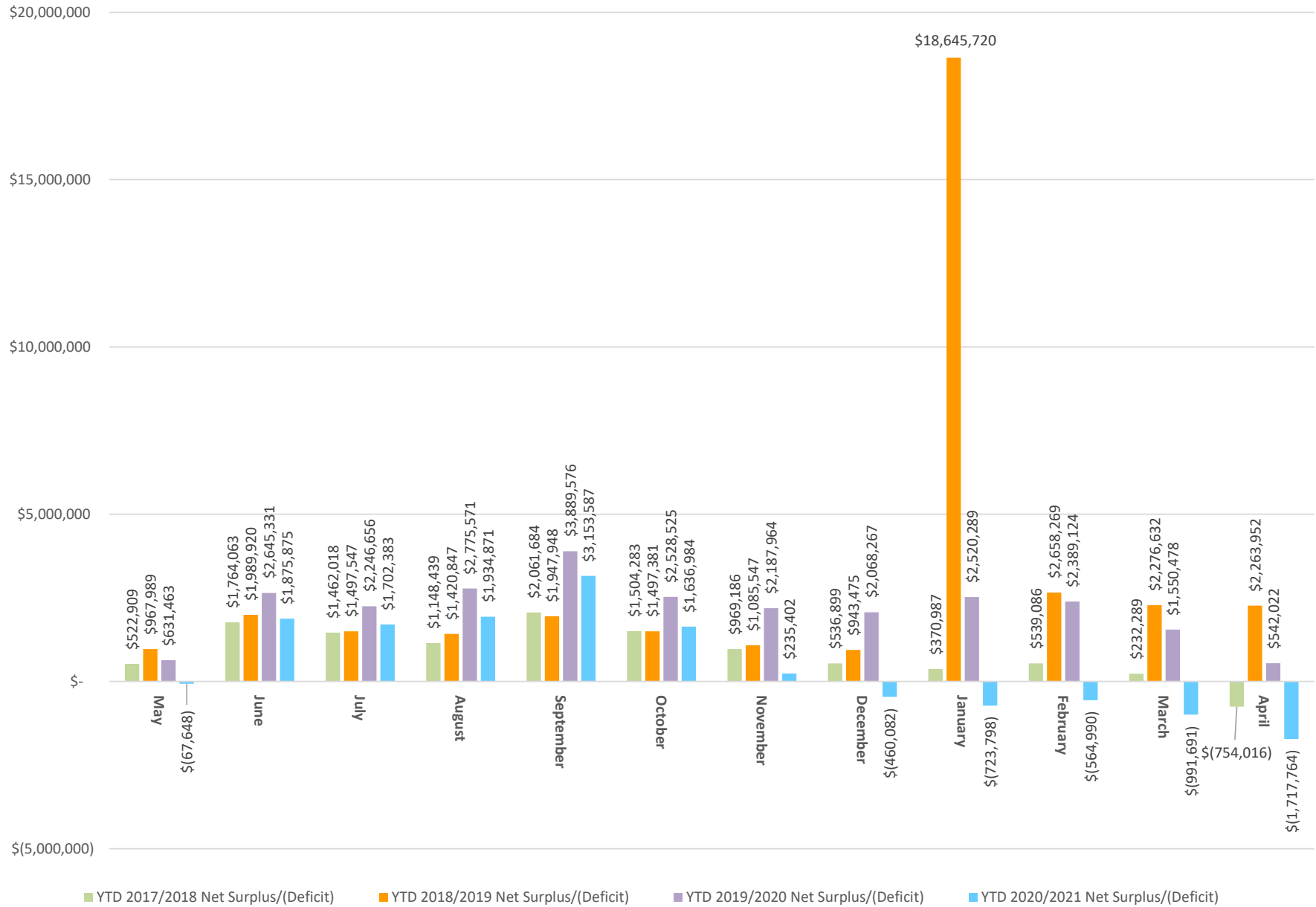
### NOTES

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

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

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

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





OAK BROOK PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT  
April 2021

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (12 months)	FY 2020/2021 ANNUAL BUDGET
<b>GENERAL CORPORATE FUND</b>			
REVENUES	\$ 95,019	\$ 2,513,843	\$ 3,045,207
EXPENDITURES	248,978	2,525,878	3,227,702
SURPLUS/(DEFICIT)	\$ (153,960)	\$ (12,035)	\$ (182,495)
<b>RECREATION FUND</b>			
REVENUES	\$ 91,010	\$ 2,089,361	\$ 3,907,851
EXPENDITURES	217,471	2,565,819	4,324,927
SURPLUS/(DEFICIT)	\$ (126,460)	\$ (476,457)	\$ (417,076)
<b>IMRF FUND</b>			
REVENUES	\$ 7,942	\$ 185,373	\$ 181,098
EXPENDITURES	23,089	192,468	216,000
SURPLUS/(DEFICIT)	\$ (15,147)	\$ (7,095)	\$ (34,902)
<b>LIABILITY INSURANCE FUND</b>			
REVENUES	\$ 2,132	\$ 158,234	\$ 186,491
EXPENDITURES	4,250	152,893	210,765
SURPLUS/(DEFICIT)	\$ (2,119)	\$ 5,342	\$ (24,274)
<b>AUDIT FUND</b>			
REVENUES	\$ 6	\$ 8,286	\$ 7,982
EXPENDITURES	-	12,750	12,800
SURPLUS/(DEFICIT)	\$ 6	\$ (4,464)	\$ (4,818)
<b>DEBT SERVICE FUND</b>			
REVENUES	\$ 148	\$ 1,862,583	\$ 1,849,159
EXPENDITURES	321,856	1,834,654	1,834,682
SURPLUS/(DEFICIT)	\$ (321,708)	\$ 27,929	\$ 14,477
<b>RECREATIONAL FACILITIES FUND (TENNIS CENTER)</b>			
REVENUES	\$ 91,736	\$ 1,478,644	\$ 1,796,500
EXPENSES	138,219	1,214,505	2,124,807
SURPLUS/(DEFICIT)	\$ (46,483)	\$ 264,139	\$ (328,307)



OAK BROOK PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT  
April 2021

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL (12 months)	FY 2020/2021 ANNUAL BUDGET
<b>SPORTS CORE FUND</b>			
REVENUES	\$ 23,110	\$ 132,107	\$ 486,267
EXPENDITURES	11,535	109,605	425,371
SURPLUS/(DEFICIT)	\$ 11,575	\$ 22,502	\$ 60,896
<b>SPECIAL RECREATION FUND</b>			
REVENUES	\$ 19,881	\$ 145,938	\$ 121,112
EXPENDITURES	22,749	89,689	118,559
SURPLUS/(DEFICIT)	\$ (2,868)	\$ 56,249	\$ 2,553
<b>CAPITAL PROJECT FUND</b>			
REVENUES	\$ 40	\$ 710,186	\$ 671,000
EXPENDITURES	48,217	2,376,725	3,183,000
SURPLUS/(DEFICIT)	\$ (48,177)	\$ (1,666,539)	\$ (2,512,000)
<b>SOCIAL SECURITY FUND</b>			
REVENUES	\$ 5,311	\$ 284,475	\$ 277,936
EXPENDITURES	26,112	211,809	279,463
SURPLUS/(DEFICIT)	\$ (20,801)	\$ 72,666	\$ (1,527)
<b>CONSOLIDATED SUMMARY</b>			
REVENUES	\$ 336,335	\$ 9,569,030	\$ 12,530,603
EXPENDITURES	1,062,475	11,286,794	15,958,077
SURPLUS/(DEFICIT)	\$ (726,141)	\$ (1,717,764)	\$ (3,427,473)

**OAK BROOK PARK DISTRICT**  
**CONSOLIDATED REVENUES AND EXPENDITURES REPORT**  
**April 2021**

	<b>CONSOLIDATED TOTALS</b>
<b>REVENUES</b>	
Property Taxes	\$ 441
Replacement Taxes	52,742
Recreation Program Fees	136,812
Fitness Center Fees	18,033
Aquatic Center Fees	17,832
Marketing	300
Sports Core - Fields	23,435
Sports Core - Aquatics	(325)
Sports Core - Tennis	-
FRC Rental/Member Fees	28,030
CPW Building Rentals	2,413
Field Rentals- Central Park	33,733
Field Rentals- Central Park North	1,650
Interest	783
Grant Proceeds	-
Transfers	-
Donations	-
Sponsorship	-
Overhead Revenue	-
Miscellaneous	20,457
<b>TOTAL- REVENUES</b>	<b>\$ 336,336</b>
<b>EXPENDITURES</b>	
Accounts Payable and Other	\$ 505,246
Overhead Expenditures	-
April Payroll and Related Benefits	557,229
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,062,475</b>
<b>NET REVENUES/(EXPENDITURES)</b>	<b>\$ (726,140)</b>

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

**ASSETS**

	<b>Consolidated Totals</b>
<b>Current Assets</b>	
Cash and Investments	\$ 5,531,436
Receivables - Net of Allowances	
Property Taxes	4,769,010
Accounts	1,103,597
Due from Other Funds	-
Prepays	10,926
Inventories	21,139
Total Current Assets	<u>\$ 11,436,108</u>
<b>Noncurrent Assets</b>	
Capital Assets	
Non-depreciable	\$ 40,475
Depreciable	5,075,487
Accumulated Depreciation	(3,336,329)
Total Noncurrent Assets	<u>\$ 1,779,633</u>
 Total Assets	 \$ 13,215,741

**DEFERRED OUTFLOWS OF RESOURCES**

Deferred Items-IMRF	\$ 69,424
 <b>Total Assets and Deferred outflows of Resources</b>	 <b><u>\$ 13,285,165</u></b>

**LIABILITIES**

<b>Current Liabilities</b>	
Accounts Payable	\$ 69,232
Accrued Payroll	12,545
Unearned Revenue	1,346,713
Due To Other Funds	-
Unclaimed Property	3,635
Compensated Absences Payable	-
Total Current Liabilities	<u>\$ 1,432,125</u>
<b>Noncurrent Liabilities</b>	
Compensated Absences Payable	\$ 18,911
Net Pension Liability - IMRF	87,679
Total OPEB Liability - RBP	86,345
Total Noncurrent Liabilities	<u>\$ 192,935</u>
 Total Liabilities	 \$ 1,625,060

**DEFERRED INFLOWS OF RESOURCES**

Deferred Items - IMRF	\$ 87,066
Property Taxes	4,769,010
 <b>Total Liabilities and Deferred Inflows of Resources</b>	 <b><u>\$ 6,481,136</u></b>

**FUND/NET POSITION BALANCES**

Net Investment in Capital Assets	\$ 1,857,549
Non-spendable	-
Restricted	272,250
Committed	2,867,862
Unassigned/Unrestricted	1,806,368
<b>Total Fund Balances</b>	<u><b>\$ 6,804,029</b></u>
 <b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	 <b><u>\$ 13,285,165</u></b>



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

Investment Type	Bank/Institution	Balance	Rate/APY	Description/Note	Concentration Percentage
<b><u>Money Market</u></b>					
	Evergreen Bank	\$ 4,298,118.72	0.20%	Interest-bearing	87.03%
	Hinsdale Bank	261,592.96 *	0.06%	Interest-bearing	5.30%
	Sub-Total:	<u>\$ 4,559,711.68</u>			<u>92.33%</u>
<b><u>Savings</u></b>					
	Evergreen Bank	\$ 96,578.34	0.65%	Interest-bearing (Insured Cash Sweep)	1.96%
<b><u>Checking</u></b>					
	Fifth Third Bank	\$ 227,045.64	0.11%	Interest-bearing	4.60%
<b><u>Investment Pool</u></b>					
	The Illinois Funds	\$ 55,103.61	0.04%	Illinois Public Treasurers' Investment Pool	1.12%
	<b>Grand Total Investments:</b>	<u><u>\$ 4,938,439.27</u></u>			<u><u>100.00%</u></u>

**Benchmark**

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

0.015%

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

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

	<b>Oak Brook Park District</b>		
	<b>Schedule of Capital Expenditures</b>		
	<b>As of April 30, 2021</b>		
	<b>DESCRIPTION</b>	<b>VENDOR</b>	<b>Year-to-Date Expenditures</b>
	<b>Capital Project Fund</b>		
	Outdoor LED lighting project at Central Park	Musco Lighting, Dawsons Tree, Village of Oak Brook	\$ 170,242.50
	Central Park North Improvements	Upland Design, Robbins Schwartz, Integral Construction, Parkreation, Greenfields Outdoor Fitness, Chicago Switchboard, Musco Lighting, Smart Industry Products	2,107,428.87
	60" Riding Mower	Russo Power Equipment	12,999.00
	Dump truck purchase	Currie Motors	50,958.00
	Family Recreation Center HVAC replacement	Kluber Architects & Engineers	871.26
	2021 Ford Explorer	Kunes Country Ford	34,225.00
		<b>SUBTOTAL BALANCE</b>	\$ 2,376,724.63
	<b>Recreation Fund</b>		
	Replacement Fitness Center equipment	Lease Servicing Center	\$ 39,111.66
	Central Park West door & window replacement	MG Mechanical, Hargrave Builders	79,542.23
	Central Park pavement grinding	Professional Paving & Concrete	20,674.17
		<b>SUBTOTAL BALANCE</b>	\$ 139,328.06
	<b>Tennis Fund</b>		
	Resurfacing of four indoor tennis courts	U.S. Tennis Court Construction	\$ 24,800.00
	Front entrance paver replacement	Classic Landscape, Siteone Landscape, Professional Paving & Concrete	53,116.16
		<b>SUBTOTAL BALANCE</b>	\$ 77,916.16
	<b>Special Recreation Fund</b>		
	Central Park pavement grinding	Professional Paving & Concrete	\$ 4,134.83
	Central Park North Improvements	Allocated costs- Various	20,000.00
		<b>SUBTOTAL BALANCE</b>	\$ 24,134.83
	<b>TOTAL YEAR-TO-DATE CAPITAL EXPENDITURES</b>		<b>\$ 2,618,103.68</b>

OPEN Warrant 647							
Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
41667	ADVANCED DISPOSAL	03/31/2021	05/17/2021	552.08	552.08	Open	N
41704	ALPHA GRAPHICS	04/15/2021	05/17/2021	199.51	199.51	Open	N
41754	ALTA ENTERPRISES, LLC	03/04/2021	05/17/2021	102.83	102.83	Open	N
41755	ALTA ENTERPRISES, LLC	03/09/2021	05/17/2021	26.40	26.40	Open	N
41743	BEACH BUM BAND INC	03/30/2021	05/17/2021	1,100.00	1,100.00	Open	N
41760	C.R.PETERSON	04/06/2021	05/17/2021	13,800.00	13,800.00	Open	N
41718	CLARKE AQUATIC SERVICES INC.	05/03/2021	05/17/2021	2,426.00	2,426.00	Open	N
41719	CLARKE AQUATIC SERVICES INC.	05/03/2021	05/17/2021	2,495.00	2,495.00	Open	N
41683	COM ED	04/30/2021	05/17/2021	30.42	30.42	Open	N
41684	COM ED	05/03/2021	05/17/2021	172.06	172.06	Open	N
41665	CTUC	04/09/2021	05/17/2021	615.00	615.00	Open	N
41679	DAILY HERALD	04/25/2021	05/17/2021	151.80	151.80	Open	N
41682	DIRECT ENERGY BUSINESS	04/29/2021	05/17/2021	470.23	470.23	Open	N
41723	DIRECT ENERGY BUSINESS	04/29/2021	05/16/2021	3,546.57	3,546.57	Open	N
41707	DREISILKER ELECTRIC MOTORS INC	04/15/2021	05/17/2021	82.10	82.10	Open	N
41756	EBEL'S ACE HARDWARE #8313	04/27/2021	05/17/2021	212.25	212.25	Open	N
41757	EBEL'S ACE HARDWARE #8313	04/27/2021	05/17/2021	29.70	29.70	Open	N
41758	EBEL'S ACE HARDWARE #8313	04/22/2021	05/17/2021	20.55	20.55	Open	N
41759	EBEL'S ACE HARDWARE #8313	04/21/2021	05/17/2021	44.97	44.97	Open	N
41710	ECLIPSE SELECT SOCCER CLUB	03/16/2021	05/17/2021	28.38	28.38	Open	N
41721	ENERGIZE SPORTZ	05/05/2021	05/17/2021	8,009.40	8,009.40	Open	N
41681	ENVISION HEALTHCARE INC	05/01/2021	05/17/2021	41.00	41.00	Open	N
41678	FED EX	04/28/2021	05/17/2021	22.44	22.44	Open	N
41677	FIRST COMMUNICATION LLC	05/01/2021	05/17/2021	963.80	963.80	Open	N
41664	FITNESS EQUIPMENT SERVICES	04/13/2021	05/17/2021	750.00	750.00	Open	N
41728	FITNESS EQUIPMENT SERVICES	05/01/2021	05/17/2021	2,400.00	2,400.00	Open	N
41685	FLAGG CREEK WATER RECLAMATION	04/27/2021	05/17/2021	17.55	17.55	Open	N
41686	FLAGG CREEK WATER RECLAMATION	04/27/2021	05/17/2021	46.24	46.24	Open	N
41687	FLAGG CREEK WATER RECLAMATION	04/27/2021	05/17/2021	20.40	20.40	Open	N
41729	FLAGG CREEK WATER RECLAMATION	04/27/2021	05/17/2021	613.15	613.15	Open	N
41736	FRANK ALLYN ROSSI	05/13/2021	05/12/2021	300.00	300.00	Open	Y
41688	HAGG PRESS	04/01/2021	05/17/2021	150.00	150.00	Open	N
41689	HAGG PRESS	04/23/2021	05/17/2021	184.00	184.00	Open	N
41733	HI TOUCH BUSINESS SERVICES	04/12/2021	05/17/2021	4.36	4.36	Open	N
41734	HI TOUCH BUSINESS SERVICES	04/21/2021	05/17/2021	41.88	41.88	Open	N
41738	HOME DEPOT CREDIT SERVICES	04/08/2021	05/17/2021	80.33	80.33	Open	N
41739	HOME DEPOT CREDIT SERVICES	03/29/2021	05/17/2021	37.29	37.29	Open	N
41740	HOME DEPOT CREDIT SERVICES	04/12/2021	05/17/2021	71.43	71.43	Open	N
41672	HP PRODUCTS	03/21/2021	05/17/2021	1,024.68	1,024.68	Open	N
41706	HP PRODUCTS	03/12/2021	05/17/2021	101.12	101.12	Open	N
41746	IL STATE TOLL HWY AUTHORITY	04/07/2021	05/17/2021	15.70	15.70	Open	N
41663	J.J. KELLER AND ASSOCIATES	12/16/2020	05/17/2021	2,590.00	2,590.00	Open	N
41673	JONES TRAVEL	04/22/2021	05/17/2021	859.00	859.00	Open	N
41675	KONICA MINOLTA BUSINESS	04/30/2021	05/17/2021	18.28	18.28	Open	N
41676	KONICA MINOLTA BUSINESS	04/30/2021	05/17/2021	375.39	375.39	Open	N
41680	KONICA MINOLTA BUSINESS	03/31/2021	05/17/2021	269.93	269.93	Open	N
41690	KONICA MINOLTA BUSINESS	03/31/2021	05/17/2021	14.42	14.42	Open	N

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
41737	KONICA MINOLTA PREMIER FINANCE	03/30/2021	06/15/2021	739.00	739.00	Open	N
41708	LANGUAGE IN ACTION, INC	04/12/2021	05/17/2021	60.00	60.00	Open	N
41731	LENNO LASN	04/30/2021	05/17/2021	271.00	271.00	Open	N
41730	MARKET ACCESS CORP.	04/29/2021	05/17/2021	525.00	525.00	Open	N
41691	McMASTER-CARR	04/27/2021	05/17/2021	76.75	76.75	Open	N
41692	McMASTER-CARR	04/14/2021	05/17/2021	21.53	21.53	Open	N
41693	McMASTER-CARR	04/07/2021	04/17/2021	82.95	82.95	Open	N
41694	NEXT GENERATION	04/30/2021	05/17/2021	162.00	162.00	Open	N
41695	NEXT GENERATION	04/30/2021	05/17/2021	282.00	282.00	Open	N
41696	NEXT GENERATION	04/13/2021	05/17/2021	106.00	106.00	Open	N
41674	NICOR GAS	04/22/2021	05/17/2021	1,192.04	1,192.04	Open	N
41700	NICOR GAS	04/27/2021	05/17/2021	311.34	311.34	Open	N
41745	OAKBROOK TERRACE PARK DISTRICT	05/06/2021	05/17/2021	289.80	289.80	Open	N
41726	PATRICK J. DRINKARD	04/16/2021	05/17/2021	1,199.00	1,199.00	Open	N
41709	PFEIFFER'S PEST CONTROL	04/19/2021	05/17/2021	200.00	200.00	Open	N
41732	PLAYPOWER LT FARMINGTON INC	04/08/2021	05/17/2021	87.90	87.90	Open	N
41720	PREFERRED WINDOW AND DOOR INC	05/05/2021	05/17/2021	562.50	562.50	Open	N
41722	QUEST DIAGNOSTICS	04/27/2021	05/17/2021	866.40	866.40	Open	N
41748	ROBBINS SCHWARTZ	04/23/2021	05/17/2021	1,600.00	1,600.00	Open	N
41749	ROBBINS SCHWARTZ	04/23/2021	05/17/2021	860.00	860.00	Open	N
41750	ROBBINS SCHWARTZ	03/31/2021	05/17/2021	2,020.00	2,020.00	Open	N
41751	ROBBINS SCHWARTZ	03/31/2021	05/17/2021	140.00	140.00	Open	N
41752	ROBBINS SCHWARTZ	03/31/2021	05/17/2021	1,200.00	1,200.00	Open	N
41697	ROESCH FORD	04/29/2021	05/17/2021	(60.00)	(60.00)	Open	N
41698	ROESCH FORD	04/13/2021	05/17/2021	350.91	350.91	Open	N
41713	ROESCH FORD	04/21/2021	05/17/2021	6.00	6.00	Open	N
41744	SECOND HAND SOUL BAND INC	03/30/2021	05/17/2021	1,100.00	1,100.00	Open	N
41668	SERVICE SANITATION, INC.	04/12/2021	05/17/2021	214.56	214.56	Open	N
41669	SERVICE SANITATION, INC.	04/12/2021	05/17/2021	233.36	233.36	Open	N
41670	SERVICE SANITATION, INC.	04/12/2021	05/17/2021	97.88	97.88	Open	N
41671	SERVICE SANITATION, INC.	04/12/2021	05/17/2021	331.24	331.24	Open	N
41714	SERVICE SANITATION, INC.	04/30/2021	05/17/2021	101.50	101.50	Open	N
41715	SERVICE SANITATION, INC.	04/30/2021	05/17/2021	242.00	242.00	Open	N
41716	SERVICE SANITATION, INC.	04/30/2021	05/17/2021	222.50	222.50	Open	N
41717	SERVICE SANITATION, INC.	04/30/2021	05/17/2021	404.00	404.00	Open	N
41724	STERLING NETWORK INTEGRATION	04/26/2021	05/17/2021	870.00	870.00	Open	N
41725	STERLING NETWORK INTEGRATION	04/26/2021	05/17/2021	828.50	828.50	Open	N
41699	TAMELING INDUSTRIES INC.	04/29/2021	05/17/2021	437.00	437.00	Open	N
41753	THE EMPLOYERS ASSOCIATION	04/15/2021	05/17/2021	147.00	147.00	Open	N
41701	T-MOBILE USA, INC	04/03/2021	05/17/2021	225.07	225.07	Open	N
41727	T-MOBILE USA, INC	04/03/2021	05/17/2021	595.24	595.24	Open	N
41705	VILLA PARK ELECTRICAL SUPPLY	04/27/2021	05/17/2021	3.55	3.55	Open	N
41712	VILLA PARK ELECTRICAL SUPPLY	04/26/2021	05/17/2021	91.35	91.35	Open	N
41741	VILLA PARK ELECTRICAL SUPPLY	04/13/2021	05/17/2021	98.50	98.50	Open	N
41742	VILLA PARK ELECTRICAL SUPPLY	04/26/2021	05/17/2021	(91.35)	(91.35)	Open	N
41666	VILLAGE OF OAK BROOK	04/12/2021	05/17/2021	368.18	368.18	Open	N
41702	VILLAGE OF OAK BROOK	04/20/2021	05/17/2021	125.00	125.00	Open	N

05/11/2021 12:55 PM  
User: nstrathdee  
DB: Oak Brook Park L

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 04/20/2021 - 05/17/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Page: 3/3

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
41735	VILLAGE OF OAK BROOK	05/06/2021	05/12/2021	350.00	350.00	Open	Y
41747	VILLAGE OF OAK BROOK	04/27/2021	05/17/2021	50.00	50.00	Open	N
41711	WEST SUBURBAN JUNIOR TEAM	04/12/2021	05/17/2021	300.00	300.00	Open	N
41703	ZW USA INC.	05/03/2021	05/17/2021	435.00	435.00	Open	N
# of Invoices:		96	# Due: 96	Totals:	66,211.19	66,211.19	
# of Credit Memos:		2	# Due: 2	Totals:	(151.35)	(151.35)	
Net of Invoices and Credit Memos:				66,059.84	66,059.84		

--- TOTALS BY FUND ---

01 - GENERAL CORPORATE FUND	22,889.03	22,889.03
02 - RECREATION FUND	24,482.19	24,482.19
07 - RECREATIONAL FACILITIES FUND	4,203.26	4,203.26
08 - SPORTS CORE	14,345.36	14,345.36
12 - CAPITAL PROJECTS FUND	140.00	140.00

--- TOTALS BY DEPT/ACTIVITY ---

01 - ADMINISTRATION CORPORATE	9,430.72	9,430.72
02 - FINANCE	399.46	399.46
03 - FIELDS	475.36	475.36
04 - CENTRAL PARK NORTH	684.12	684.12
05 - CENTRAL PARK	6,027.75	6,027.75
06 - SADDLEBROOK PARK	96.53	96.53
07 - FOREST GLEN PARK	2,491.00	2,491.00
08 - CHILLEM PARK	65.00	65.00
09 - DEAN PROPERTY	229.80	229.80
10 - PROFESSIONAL SERVICES	6,550.00	6,550.00
15 - BUILDING/RECREATION CENTER	3,446.82	3,446.82
20 - CENTRAL PARK WEST	738.47	738.47
21 - FITNESS CENTER	3,761.11	3,761.11
25 - AQUATIC CENTER	3,796.18	3,796.18
30 - CHILDRENS PROGRAMS	8,009.40	8,009.40
31 - PRESCHOOL PROGRAMS	60.00	60.00
32 - YOUTH PROGRAMS	289.80	289.80
50 - PIONEER PROGRAMS	1,159.00	1,159.00
60 - SPECIAL EVENTS & TRIPS	456.00	456.00
71 - BUILDING/RACQUET CLUB	1,789.81	1,789.81
75 - TENNIS PROGRAMS	14,986.00	14,986.00
80 - MARKETING	977.51	977.51
95 - CAPITAL PROJECTS FUND	140.00	140.00

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User: nstrathdee  
DB: Oak Brook Park L

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT  
EXP CHECK RUN DATES 04/20/2021 - 05/17/2021  
BOTH JOURNALIZED AND UNJOURNALIZED

Page: 1/1

PAID Warrant 647							
Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
41662	BEAR METAL WELDING & FABRICATION	05/04/2021	05/05/2021	11,750.00	0.00	Paid	Y
41657	CHRIS YAROSZ	03/23/2021	04/28/2021	75.00	0.00	Paid	Y
41661	DEANNA KOFFRON	04/23/2021	04/28/2021	145.00	0.00	Paid	Y
41658	ELIZABETH WANGLER	03/17/2021	04/28/2021	75.00	0.00	Paid	Y
41660	JACQUELINE POLANECZKY	04/07/2021	04/28/2021	75.00	0.00	Paid	Y
41656	MARK PALO	04/07/2021	04/28/2021	75.00	0.00	Paid	Y
41659	MIA ALLEN	03/16/2021	04/28/2021	75.00	0.00	Paid	Y
41655	SHELLEY WEISS	03/24/2021	04/28/2021	75.00	0.00	Paid	Y
# of Invoices: 8 # Due: 0				Totals:	12,345.00	0.00	
# of Credit Memos: 0 # Due: 0				Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				12,345.00	0.00		
--- TOTALS BY FUND ---							
02 - RECREATION FUND				450.00	0.00		
07 - RECREATIONAL FACILITIES FUND				145.00	0.00		
12 - CAPITAL PROJECTS FUND				11,750.00	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
01 - ADMINISTRATION CORPORATE				595.00	0.00		
95 - CAPITAL PROJECTS FUND				11,750.00	0.00		



**To ensure that the very best facilities are available to our constituents.**



## Central Park North Fields

Phase 1 began in July, 2020 and is set for completion this spring!

New amenities to look forward to include:

- 1 Mile Loop Walking Trail
  - Paved Parking
- Two Fitness Stations
  - Picnic Shelters
  - Baggo Games
- Basketball Courts
- Illuminated Soccer Fields

## Keeping Clean!

Park district staff has done an outstanding job cleaning the facilities with disinfectant throughout the day, evening, and in between fitness reservations.

## Aquatic Private Rentals

Private rentals of the leisure pool continue to sell out in a matter of MINUTES, once announced to the community!

**To provide the very best in park and open space to our constituents and to be a community leader in environmental conservation and stewardship.**



**The Sustainability Committee hosted a month long celebration for Earth Day in April! Tree saplings were available for pickup at the Family Recreation Center entrance.**

**Reusable grocery bags were also handed out at the Family Recreation Center.**

**The committee continues to hand out reusable utensils for staff to use for meals at work.**

The Park District re-established 4 new honey bee colonies at the Dean Nature Sanctuary.

**To provide a diverse range of the very best passive and active recreational programs and opportunities to our entire community, regardless of age or ability.**



## Monthly Celebrations

Each month, the Park District will celebrate a national holiday internally and with the community!

- January - Health and Wellness
  - February - Black History
  - March - Women's History
  - April Autism Awareness

## Winter Lights at Central Park



Staff is working on obtaining three more sponsors for the Winter Lights at Central Park. Winter Lights will continue for the next three years!

## NEW Events & Programming!

Dare to Tri Series  
Virtual Group Fitness Classes  
Family Fest at Winter Lights  
At-home Egg Hunts

**To foster a work environment that encourages collaborative teamwork and the development of the very best in park and recreation professionals.**



**Oak Brook Park District NEW committee! Staff has created a new Diversity, Equity and Inclusion (DEI) committee. The committee is working on formalizing their goals and learning opportunities for staff.**

## IPRA Conference

Staff attended the Virtual IPRA Conference in January.

## STAR Party

This year's STAR Party was hosted in April at Central Park West. Staff was recognized for their hard work throughout the pandemic, enjoyed tacos, and raffle prizes.

**To prioritize the fiscally responsible use of resources in all aspects of our operations.**



## Double Good Fundraiser

The Oak Brook Foundation partnered with Double Good Popcorn to raise money in April, 2021! \$740 was raised for the foundation benefiting The Sandlot.

## Saving Costs

The COVID-19 pandemic has had a significant negative financial impact on the finances of the Park District. Programming, facility rental and sponsorship revenues for the fiscal year ending April 30, 2021 decreased approximately \$2.08 million, when compared to the prior year. In response to this decrease, Park District staff has made concerted efforts to curtail as much discretionary spending as possible and carried-out a significant reduction in our workforce.

These cost-saving measures resulted in a decrease in expenditures of approximately \$1.6 million, when compared to the prior year.

# BEING THE VERY BEST

Every now and then, staff is reminded that the dedication and commitment they demonstrate, does not go unnoticed. Staff has learned to pivot and adapt to the "new normal", and it is much appreciated by our participants and community.



## VOICES OF OAK BROOK

### Through tough times...

Hi, there. I filled out the survey, but I just wanted to thank you for providing a safe way for us to swim during the pandemic. Swimming is such a mental health booster for many of us; your lane reservation system, and your strict mask-wearing guidelines inside the building, made it possible. I'm very grateful. You have a wonderful operation there. I live in Oak Park and am jealous!

*Barbara B. - Member*

### Quality Customer Service ..

Each and every one of the current employees we encounter, whether at the front desk or otherwise, are uniformly pleasant, helpful, courteous, knowledgeable, and professional. You have truly established a gifted group of professionals as employees of the Fitness Center, and we consider the Oak Brook fitness facility the finest we have ever seen, including the track, the machines and the available locker-room and workout facilities (which are always clean and up-to-date). Keep up the good work!

*Jack and Fran M. - Members*

### New Tri Series Feedback...

#### Tackle the Tri:

"I enjoy all of the Tri events put on by the OB Park District. They're well run and have great facilities and equipment."

#### Why Not Tri:

Featured in Chicago Athlete Magazine for the second year in a row.  
"All the volunteers and event staff were helpful and supportive by assisting participants".

Oak Brook  
Park District

A National Gold Medal Agency



# STRATEGIC PLAN UPDATE

Download the plan at [www.obparks.org](http://www.obparks.org)

MAY, 2021

FEEL YOUR VERY BEST  
HAPPY | FIT | ACTIVE

## Getting To Know

**Rachel Jones**

**Corporate and  
Community Relations**



**Birth date:** (Month and Day): 11/30

**I decided to work at the OBPD because:** as a part-time employee I felt very welcomed; I enjoy working with the team. I feel very honored to have been considered for this new position.

**My favorite childhood memory is:** not having a cell phone.

**My favorite meal:** Cheese Quesadilla

**My personal hero:** Abraham Lincoln

**Three words that best describe me:** helpful, understanding, patience

**Little known fact about me:** I enjoy baking, specifically bread

**My most humbling experience:** My most humbling experience was when I participated in a "Sleep Out" with the Bridge Communities Transitional House Program, which was an event to raise awareness about family homelessness in DuPage. A group of friends and I raised funds for this cause and as part of the day "slept out", but we didn't have a tent or anything so we decided to sleep in a car, as so many homeless families do. It was the worst experience of my life, but also one of the most humbling. I will never forget it! I have never been so cold, tired, uncomfortable, and hungry in my life.





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

# Memo

To: Oak Brook Park District Board of Commissioners  
From: Laure Kosey, Executive Director  
Date: May 7, 2021  
Re: April/May 2021: Communications, IT & Administration

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## **April Board Meeting Follow Up:**

### **Public Hearing**

There will be a public hearing before the regular board meeting for the proposed budget and Appropriation Ordinance for the 2021/2022 fiscal year.

### **Cell Phone Policy**

The cell phone policy has been updated to reflect District issued phones as well as some staff receiving a monthly stipend for phone use.

## **May Board Meeting Discussion Points:**

### **Monument Signs**

Staff has prepared a bid for 2 monument signs to be located at the corner of Kensington & Jorie Blvd and at the parking lot of the North Athletic Fields.

### **NRPA Conference in Nashville**

Illinois requires approval of Commissioner's travel to conference.

## **IT Report:**

The concession point of sale system for Bath and Tennis has been created in Active Net. This will be used to charge credit cards saved on file for members at the pool this year.

An IT plan was created to establish the current status of various technologies at the Park District. The plan identifies areas that need to be updated or improved. Projects are highlighted for the next 1 -2 years and 3 -5-year time frame. This plan will help with budgeting and prioritizing going forward.

## Corporate and Community Relations:

Sponsorships: \$9,515.75

Advertising: \$10,000.00

Vendors: \$0.00

In-Kind Donations: \$350.00

Oak Brook Park District Foundation: \$390.00

Total Amount for April: \$20,255.75

## Marketing & Communications Report:

### Facebook Analytics

Total Likes: 3,276 (up 2)

Posts: 34

Total Reach (organic and paid): 8,074

### Instagram Analytics

Total Followers: 1,344 (up 15)

Posts: 32

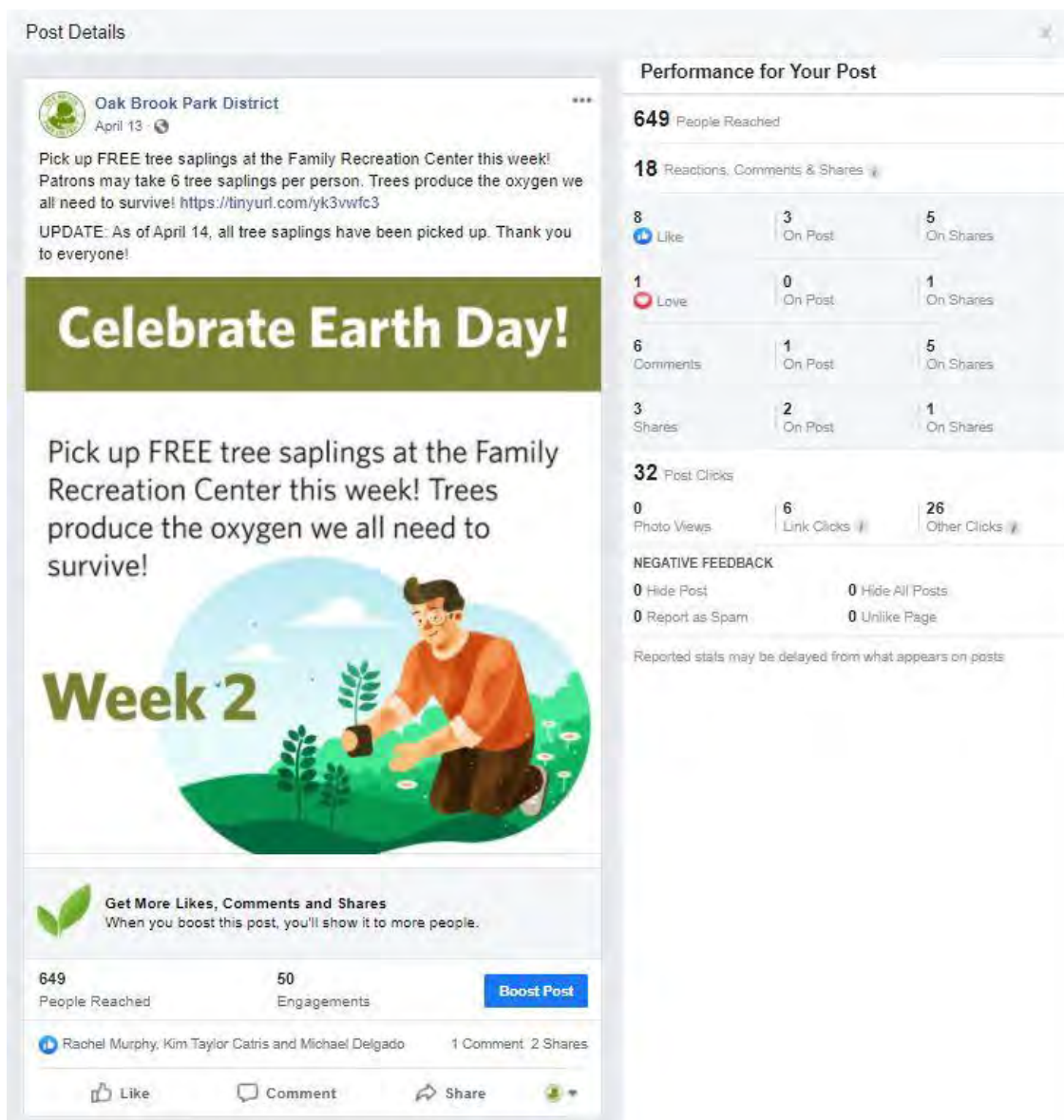
Top Post Reach: 233

### Twitter Analytics

Total Followers: 1,085 (down 2)

Posts: 21

Top Post Impressions: 447





#### April 2021 Top pages\*

1. Obparks.org
2. Programs/Aquatics
3. Facilities/Central Park West
4. Obparks.org/Home
5. Obparks.org/Activity Search
6. Facilities/Dean nature Sanctuary
7. Programs/Tennis Programs
8. Programs/Aquatics/Swim Lessons
9. Facilities/Family Aquatic Center
10. Obparks.org/Reserve

#### April 2021 Top Products\*

1. Bath & Tennis Unlimited Family Membership - Nonresident
2. Bath & Tennis Unlimited Family Membership - Resident
3. Cori's Kids Triathlon
4. Bath & Tennis Unlimited Family Membership - Transferable
5. Private Swim Lessons – Sunday, 11am

#### obparks.org Acquisition Value\*

Referral Percentage Values	Apr. 2021	Apr. 2020
Direct:	38.8%	42.5%
Organic Search:	46.8%	50.6%
Social:	2.9%	3.4%
Referrals:	11.4%	3.4%

#### obparks.org Ecommerce Overview – April 2021\*

	April 2020	April 2021
Total Revenue	\$7,367	\$430,337
Transactions:	53	927
	<b>2020</b>	<b>2021</b>
Year to date total	\$272,414	\$743,224



# Memo

To: Board of Commissioners and Executive Director, Laure Kosey  
From: Marco Salinas, Chief Financial Officer  
Date: May 11, 2021  
Re: April 2021 Financials

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*Please note the following commentary is based on financial activities that do not yet reflect several year-end accounting and accrual adjustments, such as the year-end payroll expenditure accruals, depreciation expense and capitalization of certain fixed asset costs. In addition, the financials are subject to additional adjustments that may be identified during the annual audit, which is scheduled to begin in July 2021.*

## **General Fund**

We have now completed fiscal year 2020/2021. Year-to-date (YTD) revenues, expenditures, and transfers-out in this fund equal \$2,513,843, \$2,140,136, and \$385,742, respectively. This is resulting in a YTD net deficit of \$12,035; which is a \$165,096 decrease over last year's YTD net deficit of \$177,131 and favorable to our current year budgeted net deficit of \$182,495. Following is additional commentary:

- **Revenues-** Total current YTD revenues are lagging behind budgeted expectations by approximately 17% and are 7% lower than prior year's YTD actuals. The largest decrease has been in our Building-Recreation Center department wherein daily fee revenues have decreased approximately \$102,000 and overhead revenues have decreased \$154,940, when compared to the prior year. In our Central Park West (CPW) department, building rental revenues are unfavorable to our budget by approximately \$44,000. On the positive side, outdoor field rentals at our Central Park and Central Park North have increased approximately \$97,000 when compared to the prior year.
- **Expenditures-** Total current YTD expenditures are not only favorable to the annual budget (76%), they have also decreased \$411,840 when compared to the prior year. All departments are either within budgeted expectations or experiencing favorable variances. The majority of the cost savings are attributed to decreased personnel costs as well as decreased utility (electricity, natural gas, water & sewer) and maintenance and repair costs.

## **Recreation Fund**

YTD revenues, expenditures, and transfers out in this fund equal \$2,089,361, \$2,387,846 and \$177,973, respectively. This is resulting in a YTD net deficit of \$476,457, which is an \$644,381 decrease over prior year's YTD net surplus of \$167,924. Following is additional commentary:

- **Revenues-** Total current YTD revenues have declined approximately 44% when compared to the prior year and are unfavorable at 54% when compared to our current year budget. With the exception of our Children's Programs department, all other recreational programming departments have experienced significant declines in revenue brought on by the COVID-19 pandemic.

- **Expenditures-** Year-to-date expenditures across all departments are either favorable or on target with the annual budgets and, in total, have decreased \$1,085,167 when compared to the prior year. Due to their size, the majority of the cost savings are being driven by our Fitness and Aquatics departments where costs have decreased a total of \$716,208. These departments are benefitting from significant cost savings in part-time wages totaling approximately \$571,000 and decreases in various other commodities and utility costs. In addition, overhead expenditures have decreased and total 50% of the annual amounts budgeted.

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

YTD revenues and expenses in this fund are currently at \$1,478,644 and \$1,214,505, respectively. This is resulting in a YTD net surplus of \$264,139; which is an increase of \$87,200 when compared to last year's YTD net surplus of \$176,939. Following is additional commentary:

- **Revenues-** Total YTD revenues have decreased \$281,975; primarily due to the COVID-19 pandemic. The temporary closure of the tennis center and cancellation of programming earlier in the fiscal year has resulted in a decrease in tennis membership revenue (resident and non-resident) of approximately \$62,000 when compared to the prior year. In addition, group lesson revenues decreased another \$189,000.
- **Expenses-** Total YTD expenses are favorable against the annual budget at 57% and have also decreased 23% when compared to the prior year. One of the primary drivers of this decrease is the \$221,550 reduction in part-time personnel costs as well as expenses for staff uniforms, special event supplies, utilities, and building maintenance and repairs.

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### **FINANCE OPERATIONS:**

- Nancy entered and posted several adjustments as part of the monthly financial closing process. She processed the April 2021 invoices and generated the corresponding warrant report. She also entered and posted the annual appropriation/budget transfers that were approved by the Board in March 2021.
- Marco updated several FY 2021/2022 requested budget schedules and finalized the corresponding budget and appropriations ordinance. He also worked with Nancy in compiling and assembling the final FY 2021/2022 budget report.

### **HUMAN RESOURCES:**

- Linda scheduled/entered the annual merit-based pay increases and continued to correspond with the IRS concerning the employer payroll tax credit that is available to the park district under the American Rescue Plan.



# Memo

To: Oak Brook Park District Board of Commissioners  
From: Dave Thommes, Deputy Director  
Date: May 7, 2021  
Re: Recreation & Facilities Report

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## Recreation

- New Energize Sportz Programs began this month. We have 72 kids registered for Shooting Stars Basketball and 13 kids enrolled in the Foot Fire Soccer!
- The Preschool had a successful annual Galaxy Gallop on Friday, April 16.
- Pioneer Programming is doing great. 19 Pioneers enjoyed our German History, Cooking and Food Tour. 17 Pioneers watched our monthly movie, Temple Grandin. We are seeing a consistent 28-32 people at Mah Jongg every Friday.
- Tae Kwon Do had its first classes since the Pandemic shutdown. Nine kids are enrolled in the Wednesday night class and eight kids enrolled in the Saturday class!

## Aquatics

- The summer schedule should be finalized and on-line by the 15<sup>th</sup> of May. Thoughtful consideration was put into finding a balance of open swim times and private rental times for Splash Island and the Leisure Pool.
- Group swim lessons are going well and will be further expanded in June with hopes of full “normal feel” by July.
- Swim team will undergo a slight restructure to allow for 4 training groups in order to accommodate a full team.
- Swim team rentals will slow down as programming fills up the day and the swim teams renting from us gain access to outdoor pools for the season.
- Alex and Allegra are continuing to hire and train new staff. Efforts are being made to recruit with assistance from Marketing.

## Fitness

- Group Exercise is still going strong (828 In-person and 338 Virtual) with a few additional classes added.
- Track reservations are down but this was expected with the nicer weather.
- Fitness reservations are also down but can be attributed to the increase in additional reservation time slots that are available.
- With the new 2021-22 fiscal year budget beginning May 1<sup>st</sup>, staff met to discuss membership goals. Actions have already been taken to start working on hitting our “stretch” goal for membership for the new fiscal year!
- The 3 pack Personal Training summer special is being promoted on our website and marketing through social media.
- Summer fitness special events, including The Not So Dri Tri and Cori’s Triathlon, are being heavily promoted and marketed with registration for both events going very well.

## Facilities

- The arm bar for Splash Island exit gate was replaced with a locking alarm bar for emergency exits. This was one of the recommendations from our active shooter consultants.
- Jim Moran obtained his Certified Pool Operator license.
- Pre-season Splash Island pre-season prep is underway.
- Maintenance staff was able to traced out shorts in multiple front drive bollard pedestal lights and one flood light. In the process, they diagnosed another issue with the line voltage to cameras in the parking lot. Both repairs were completed in-house.

- Maintenance staff replaced an indoor fan motor and a belt on roof top unit #3. They also repaired the aquatic center ice machine.

#### Tennis

- The Tennis Center hosted the Oak Brook Spring Break Tennis Tournament, April 2<sup>nd</sup> – 4<sup>th</sup>, with 98 participants.





# Oak Brook Park District Membership and Usage Statistics 2020

Membership Data							
	July	August	September	October	November	December	Total
Membership Packages	298	93	72	70	55	54	642
Members Activated	547	175	134	123	95	117	1,191
	July	August	September	October	November	December	Total
<b>Fitness Center</b>							
Reservations Made	1,470	2,088	2,187	2,623	2,394	2,729	13,491
Total Reservations Available	3,668	4,214	4,074	4,270	3,642	3,456	23,324
	40%	50%	54%	61%	66%	79%	58%
	July	August	September	October	November	December	Total
<b>Track</b>							<b>Total</b>
Reservations Made	551	685	640	1,021	1,015	1,374	5,286
Total Reservations Available	2,620	3,010	2,980	3,050	2,830	2,880	17,370
	21%	23%	21%	33%	36%	48%	30%
	July	August	September	October	November	December	Total
<b>Group Fitness</b>							
Reservations Made	563	765	816	932	894	652	4,622
Total Reservations Available	1,016	1,392	1,488	1,488	1,656	3,260	10,300
	55%	55%	55%	63%	54%	20%	45%
	July	August	September	October	November	December	Total
<b>Total Usage*</b>							
	5,055	4,618	3,555	3,964	4,284	4,283	17,192

**Notes: Tier 3 began Nov 20**

Reduced fitness reservations from 14 per hour to 12 per hour

Virtual group fitness began- increasing availability to 20 per class instead of 8/ no classes Nov 20/21, Dec 25, 25, 31, Jan 1

Closed Thanksgiving

Closed Christmas

Reduced hours on Dec 24 and 31

**\*Total Usage includes all ACTIVE transactions (sales, check ins, memberships, lockers, and other misc)**

**Fitness, track and group fitness reports are from UPACE**





# Oak Brook Park District Membership and Usage Statistics 2021

Membership Data							
	January	February	March	April	May	June	
Members Packages**	63	69	70	60			904
Members Activated**	113	120	124	88			1,636
Reservations Made							
	January	February	March	April	May	June	Total
<b>Fitness Center</b>							
Reservations Made	3,340	3,374	3,661	3,260			13,635
Total Reservations Available	4,485	5,460	6,500	6,980			23,425
	74%	62%	56%	47%			58%
	January	February	March	April	May	June	Total
<b>Track</b>							<b>Total</b>
Reservations Made	1,887	1,853	1,536	1,251			6,527
Total Reservations Available	2,900	2,730	3,250	3,050			11,930
	65%	68%	47%	41%			55%
	January	February	March	April	May	June	Total
<b>Group Fitness</b>							
Reservations Made	880	1,019	1,119	1,166			4,184
Total Reservations Available	3,756	4,792	5,040	5,488			19,076
	23%	21%	22%	21%			22%
<b>Total Usage*</b>	January	February	March	April	May	June	Total
	4,997	5,646	6,663	6,251			23,557

**Notes:**

**\*\*Total new/renewed as of 7/2020**

Closed January 1st

Classes in person began Jan 25

Classes also offered virtually

Fitness Reservations increased to 20 on January 21

For February 48% of group fitness was live attendance and 52% virtual

Extended facility hours on March 22

Closed Easter Sunday April 4

**\*Total Usage includes all ACTIVE transactions (sales, check ins, memberships, lockers, and other misc)**

**Fitness, track and group fitness reports are from UPACE**



## Oak Brook Park District Aquatic Center Usage and Revenue

April Usage			
	Reservations*	Member Visits	Rentals
<b>Splash Island</b>	0	Front	0
<b>Leisure Pool</b>	1,528	Desk	15
<b>Lap Pool</b>	1,411	Check-In	13
<b>Total</b>	2,939	N/A	28

\*Reservations cancelled removed from count

April Usage			
	Rentals	Programming	Total
April 1-4	\$550.00	\$4,363.62	\$4,913.62
April 5-11	\$1,275.50	\$5,499.18	\$6,774.68
April 12-18	\$1,838.00	\$5,499.18	\$7,337.18
April 19-25	\$1,488.00	\$5,499.18	\$6,987.18
April 26-30	\$725.50	\$5,499.18	\$6,224.68
<b>Total</b>	<b>\$5,877.00</b>	<b>\$26,360.34</b>	<b>\$32,237.34</b>

April Programming			
	Availability	Registrations	Revenue
<b>Fluid Running</b>	68	56	\$4,318.20
<b>Fluid Running Drop-In</b>	N/A	14	\$280.00
<b>Masters</b>	24	8	\$470.89
<b>*AQUA EGG HUNT*</b>	10	10	\$3,500.00
<b>STARS Spring Training</b>	48	47	\$6,146.25
<b>Private Lessons</b>	107	105	\$11,645.00
<b>Total</b>			<b>\$26,360.34</b>



## Oak Brook Park District Aquatic Center Party Statistics

2021 Aquatic Party Statistics													
Total # Parties	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Splash Birthday	0	0	0	0									0
Super Splash Birthday	0	0	0	0									0
Group (by day)	0	0	0	0									0
Private (indoors only)	9	16	16	15									56
Private (indoor/outdoor combo)	0	0	0	0									0
Splash Island Birthday	0	0	0	0									0
Camp Rentals	0	0	0	0									0
Lane Rental (lap only)	20	24	11	13									68
Scout	0	0	0	0									0
<b>Total # Parties</b>	<b>29</b>	<b>40</b>	<b>27</b>	<b>28</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>124</b>

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

[illegible][illegible]



# Oak Brook Park District Athletic Fields Rental Report

## Athletic Field Usage 2019/2020 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	19/20 YTD	18/19 YTD
Hours	192	190	153	142	192	178	69	32	0	13.5	36.5	0	1,197	1,307
Revenue	\$13,832	\$12,280	\$6,813	\$11,885	\$17,585	\$16,962	\$6,568	\$3,308	\$0	\$1,163	\$2,763	\$0	\$93,156	\$101,248

## Athletic Field Usage 2019/2020 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	19/20 YTD	18/19 YTD
Hours	254	251	161	153	163	141	6	0	0	0	0	0	1,128	971
Revenue	\$10,650	\$8,338	\$3,150	\$4,838	\$7,075	\$8,697	\$150	\$0	\$0	\$0	\$0	\$0	\$42,897	\$17,263

## Athletic Field Usage 2019/2020 Fiscal Year Baseball Fields

	May	June	July	August	September	October	November	December	January	Feb	March	April	19/20 YTD	18/19 YTD
Hours	155	200	167	101	153	65	0	0	0	0	0	0	841	572
Revenue	\$3,487	\$3,997	\$1,036	\$1,633	\$6,438	\$6,678	\$0	\$0	\$0	\$0	\$0	\$0	\$23,268	\$5,719

<b>Grand Total Hours:</b>	<b>3165</b>	<b>2850</b>
<b>Grand Total Revenue:</b>	<b>\$159,321</b>	<b>\$124,230</b>

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

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

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

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

## Athletic Field Usage 2020/2021 Fiscal Year Baseball Fields

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

<b>YTD Total Hours:</b>	<b>16065</b>	<b>3166</b>
<b>YTD Total Revenue:</b>	<b>\$353,655</b>	<b>\$159,321</b>



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

# Memo

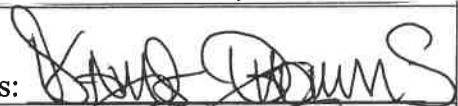
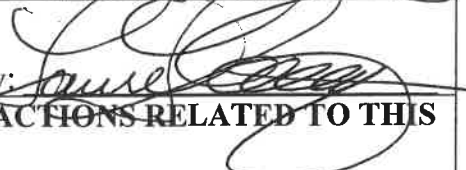
To: Board of Commissioners  
From: Bob Johnson, Director of Parks and Planning  
Date: May 6, 2021  
Re: Board Report

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- At the north athletic fields, punch list items are being completed. The irrigation system is activated and operational, site repairs are taking place, and supplemental topsoil and seeding is being applied. The color coating for the basketball courts will be completed when the weather allows.
- Spring weed control, fertilization, and grub prevention applications are being completed at the parks.
- Initial stewardship maintenance has been performed along the south shoreline of Ginger Creek, as well as the Dean Nature Sanctuary. Ongoing stewardship is critical to maintaining these native habitats.
- Project costs are being gathered for converting the existing basketball courts at Central Park into pickleball courts. The project is expected to be completed during the coming summer.
- Two Parks Department staff completed their Playground Maintenance Technician certifications.
- Please see agenda histories for asphalt pavement replacement and an equipment purchase.



## Oak Brook Park District

<b>BOARD MEETING</b> <b>AGENDA ITEM –HISTORY/COMMENTARY</b>	
<b>ITEM TITLE: FAMILY RECREATION CENTER ROOF REPLACEMENT BID</b>	<b>AGENDA NO.: 9 A</b> <b>MEETING DATE: MAY 17, 2021</b>
<b>STAFF REVIEW:</b> Deputy Director, Dave Thommes: 	
<b>RECOMMENDED FOR BOARD ACTION:</b> Executive Director, Laure Kosey: 	
<b>ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):</b> <p>Funds are tentatively budgeted in the next two capital years to replace the entire roof at the Family Recreation Center. The sections over the gymnasiums and aquatic center are the first two sections that will be replaced, as they are in the worst condition. A diagram of the sections is on the page that follows.</p>	
<b>ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):</b> <p>Park District staff put together a bid packet for the replacement of two sections of the Family Recreation Center Roof. Five bids were received and publicly opened on May 7, 2021, with a summary of those bids on the pages that follow.</p> <p>Staff checked the references of Premier Roofing Design, Inc, DBA Top Roofing and found them to be the lowest and most responsible bidder. Their references included two Illinois park districts and a southern Illinois sanitary district. Park District staff is recommending that the Board of Park Commissioners accept the base bid for this project. The remaining roof sections will be addressed in the 2022 – 2023 fiscal year.</p>	
<b>ACTION PROPOSED:</b> A motion and a second to accept the base bid and reject the alternate bids of Premier Roofing Design, Inc., DBA Top Roofing for the Family Recreation Center Roof Replacement Project and to approve an Agreement between the Oak Brook Park District and Premier Roofing Design, Inc., DBA Top Roofing for a not-to-exceed cost of \$248,800.	





**Oak Brook Park District**  
**1450 Forest Gate Road**  
**Oak Brook, IL 60523**

**FRC Roof Replacement Project**

Bid Opening 5-7-21 10:00 a.m.  
 Bids were opened in the order of receipt.

					Family Recreation Center Roof Replacement Project		
Contractor	Addendum #1	Bond	Certs	Refs	Base Bid Roof Sections 3 & 4	Alternate 1 - Roof Sections 1, 2A, 2B	Alternate 2., Roof 2A
Knickerbocker Roofing and Paving co. Inc. 16851 South Lathrop Avenue Harvey, IL 60426-6030	x	x	x	x	\$429,500.00	no bid	no bid
Premier Roofing Design, Inc., DBA Top Roofing 2206 N. Main Street Suite 204 Wheaton, IL 60187		x	x	x	\$248,800.00	\$236,000.00	\$74,200.00
Master Project, Inc. 4417 N. Melvina Ave Chicago, IL 60630	x	x	x	x	\$484,000.00	\$458,000.00	\$481,000.00
Bee Liner Lean Services, Inc. 8401S Thomas Avenue, A2 Bridgeview, IL 60453	x	x	x	x	\$359,500.00	\$379,000.00	\$251,500.00
Anthony Roofing Tecta America, LLC 2555 White Oak Circle Aurora, IL 60502	x	X	x	x	\$284,450.00	\$305,600.00	"Add \$9,000 to Alt # 1"

**Base Bid Roof Sections 3 & 4**

Tear off existing roog sections 3 & 4 and replace per sspecifications and in accordance with warranty requirements and OSHA Standards

**Alternate No 1: Roof Sections 1, 2A, 2B**

Sections: 1, 2A, 2B: Tear off existing roog sections and replace per specifications and in accordance with warranty requirements & OSHA Standards

**Alternate No. 2: Roof Section 2A**

In lieu of scope in base bid:

Provide a roof system to obtains an Overburden for Photovoltaic System Rider. This system will allow for the addition of a Photovoltaic system post roofing install.

Adhere a 1/2" thick HD polyisocyanurate Board

Adhere a 60 mil TPO Membrane



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: REVISION TO PERSONNEL POLICY MANUAL  
SECTION 6.11 WORK-RELATED CELL PHONE POLICY (NEW)**

**AGENDA No.: 9 B**

**MEETING DATE: MAY 17, 2021**

**STAFF REVIEW:**

Human Resource Manager, Linda Noonan

**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 proposed new policy serves to provide direction and parameters for the approval and use of cell phones by District employees to conduct District business.

The District currently provides District-owned cell phones to certain employees whose job function requires considerable time outside of their assigned work area or requires them to be accessible outside normal working hours. This past year of mandated remote work has underscored the need for other employees to use their personal cell phones to conduct District business. The Illinois Wage Payment and Collection Act requires employers to reimburse employees for all reasonable, necessary expenses that are directly related to services performed for the employer and incurred primarily for the benefit of the employer.

A second draft of the policy reflecting edits from legal counsel is attached for Board review.

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

We are recommending the following for consideration by the Board:

- Authorize the District to allow designated employees to use their personal cell phone for work-related purposes within the limits of the proposed policy.
- Provide a monthly stipend to employees authorized by the Executive Director to use their personal cell phone to conduct District-related business. The stipend amount will be based on the same cost schedule established by the District's cell phone service vendor.

#### **ACTION PROPOSED:**

Request a motion and second to approve Section 6.11 Work-Related Cell Phone Policy.

## OAK BROOK PARK DISTRICT CELL PHONE POLICY

The Oak Brook Park District ("District") recognizes that an employee's ability to communicate with supervisors, coworkers, vendors and others is essential to support District operations, and that such communication may occur through the use of a cellular phone ("cell phone"). The purpose of this Cell Phone Policy is to establish: 1) the criteria for approval of any employee's use of a District issued or personal cell phone to conduct District business; and 2) the rules, requirements, and expectations of an employee's use of a cell phone ~~provide direction and parameters for the approval and use of cell phones by District employees for~~ to conduct District business.

### Criteria for Employee Cell Phone Use to Conduct District Business

The Executive Director will use the following general criteria to determine whether an ~~which employees may be authorized to use a cell phone (either District issued or personal cell phone) to conduct District business: will be either District, at its own discretion, may issued a District cell phone to an employee or will be authorized an employee to use their personal cell phone if such a cell phone is required to conduct their duties on behalf of the District. General criteria that will be considered includes the following:~~

1. The job function of the employee requires considerable time outside of the employee's ~~their~~ assigned office or work area and, in order to effectively perform his or her ~~their~~ job, the employee must be accessible during such times or needs constant access to emails and other electronic information. ~~of~~ [NK1]
2. The job function of the employee requires them to be accessible to the District outside of scheduled or normal working hours on a recurring basis. ~~of~~
3. The employee is a critical decision maker, as determined by their Department Director. ~~of~~
4. The employee has a position that requires them to be an emergency contact, part of a response team, or has multiple scheduling responsibilities. ~~of~~
5. The employee is required to be highly responsive to citizens, staff members, customers, service providers, contractors, vendors, and any others that support or service the District outside of normal business hours.
6. Any other criteria the Executive Director determines is relevant.

The Executive Director District reserves the right to periodically modify the criteria to determine whether required for an employee may be authorized to use a cell phone to conduct District business ~~be issued a District cell phone~~, review an employee's position to determine if cell phone use is still needed to perform the employee's ~~their~~ job, or utilize other factors ~~to in~~ determining whether to continue to allow an employee to use a District issued or the employee's personal cell phone for business purposes.

The Employee Acknowledgement and Agreement Form included in this policy must be read and signed by the employee as a condition of receiving a District-issued cell phone or authorization to use a personal cell phone to conduct District business.

### Use of District-Issued Cell Phones

1. A District-issued cell phone is intended to be used for official District business only and employees are not to use the cell phone for any personal reasons.
2. Employees are responsible for the safe-keeping of a District- issued cell phone and must not allow the cell phone to be used by an unauthorized party. If an employee believes a breach of security has occurred with respect to their cell phone, or discovers another employee has misused it, ~~they must immediately notify~~ the Executive Director must be immediately notified.
3. Users may not use unsecured websites.
4. Employees are to use care and caution when downloading a web application or any other program on a District-issued cell phone to avoid additional charges. Excessive costs associated with the download will be the responsibility of the employee.
4. Employees shall not make any modification to the cell phone's hardware or software beyond authorized and routine installation updates, unless otherwise approved by the District's IT Department. [NK2]
5. A cell phone assigned to an employee may be revoked at any time at the discretion of the Department Director or Executive Director, with or without notice.
6. Employees have no expectation of privacy in the contents of any data stored on, sent to, sent from, or received from a cell phone issued by the District. The District reserves the right to audit and monitor the use of any District-issued cell phone, including any data that has been sent, received, or stored on the cell phone, including but not limited to, all web browsing, phone calls, text messages, emails, pictures, videos and other images.
7. Upon resignation or termination of employment with the District, all District-issued cell phones must be returned.

### Use of Personal Cell Phones to Conduct District Business

An employee authorized to use their personal cell phone to conduct District business must obtain and maintain an active contract of their choosing at their sole expense and will be issued a monthly stipend established by the District. The Department Director shall complete an Authorization for Personal Cell Phone Reimbursement Form and will submit the completed form ~~it~~ to the Executive Director for final approval~~Human Resource Manager~~.

The monthly non-taxable stipend will be paid on the first pay date of each month~~split between the first two pay periods of each month when the employee receives a paycheck for hours worked in that pay period. If they do not work in that pay period, they will not receive a stipend for that pay period.~~ The plan chosen by the employee for their personal cell phone will have no bearing on the level of stipend provided. The employee is responsible for all charges associated with their personal use of the cell phone beyond the District stipend. The stipend will be discontinued at the end of the authorized period, upon termination of employment, or if the employer determines to suspend, modify or terminate the stipend~~employee's privileges for the stipend are for any reason. withdrawn.~~

Employees receiving a stipend shall notify their Department Director immediately if for any reason their personal cell phone becomes inoperative. The employee must also agree to publish their personal cell phone number in the internal District phone directory. ~~(Or Robert could set up a Google number or route the employee's office phone number to their personal cell phone.)~~

[NK3]

To the extent permitted by law: 1) the District reserves the right to review communications and information regarding District business on an employee's personal cell phone; and 2) upon resignation or termination of employment with the District, an employee may be asked to produce his or her personal cell phone for inspection. All District communications, documents and data on personal cell phones shall be removed upon resignation or termination of employment.

### Rules for Use of Cell Phones

Employees shall adhere to the following~~are expected to behave in a professional and courteous manner~~ while using a cell phone to perform District business, including:

1. Compliance with all District policies and procedures contained in the District's Personnel Policy Manual, including but not limited to the District's Non-Discrimination and Anti-Harassment Policy.— Therefore, employees shall not create, send or receive any intimidating, hostile, or offensive communications or materials concerning race, color, religion, sex, age, national origin, disability, or any other protected class on his or her cell phone. Additionally, employees shall comply with the District's policies contained in the Personnel Policy Manual that pertain to use of phones and electronic communications for personal use and shall refrain from excessive personal calls, emails or text messaging during the work hours in work areas. [NK4]

~~1-2.~~ Cell phone use is discouraged when a ~~desktop~~ landline/desk phone is available and can be used.

3. Employees are expected to behave in a professional and courteous manner while using a cell phone to perform District business.

4. Employees must comply with the Fair Labor Standards Act (FLSA), which prohibits all non-exempt, hourly employees from conducting work off the clock unless directly authorized by their supervisor.

5. Employees agree to refrain from using their device to access District emails while on any unpaid leave, on FMLA (Family Medical Leave Act) leave, worker's compensation, or any other leave of absence until they have been approved to return to work.

6. Any Documents and electronic communication sent, received or stored on a personal cell phone for District purposes, located on a personal cell phone or a District-issued cell phone may be deemed a "public record" and subject to disclosure under the Freedom of Information Act ("FOIA") or may be subject to disclosure in response to a legitimate discovery request arising out of administrative, civil, or criminal proceedings regarding District business is subject to disclosure under the Freedom of Information Act (FOIA) and release pursuant to a discovery request in the event of litigation. As such:

a. Employees using cell phones for District business shall not delete and shall take the necessary steps to protect access to and archive all District communications and information—contained or transmitted in any format on the cell phone including, but not limited to, in emails, texts, internet, and any other electronic communication ~~on the cell phone~~.

b. Use of a personal cell phone to conduct District business shall be limited to live conversations and benign voicemail/text messages to either return a call, or to provide schedule/availability information<sup>[NKS]</sup>. Communications concerning specific business matters shall be communicated via in-person ~~live~~ conversations or ~~Oak Brook Park~~ District email.

7. Employees shall comply with the following with respect to use of a cell phone mobile technology while operating a motor vehicle while on duty or while conducting District business on behalf of the District:

a. Employees are expected to comply with all state and federal laws regarding the use of cell phones while driving.

- b. Employees are expected to refrain from making or answering work-related calls while driving on District business for safety purposes.
- c. No employee may operate a motor vehicle on a roadway while using a cell phone to compose, send or read a n email, text message, ~~an~~ instant message, or any other electronic communication, or a command or request to access an internet site, or set a calendar appointment.
- d. No employee may operate a motor vehicle in a school zone or in a construction zone while using a cell phone.

Employees who are charged with traffic violations resulting from the use of a cell phone while driving will be solely responsible for all liabilities that result from such action. Any employee that uses a cell phone to conduct District business in violation of this policy shall be subject to discipline, up to and including termination of employment.

#### **Security**<sup>[NK6]</sup>

In order to ensure security of the District's information, employees will be required to cooperate with the District in the implementation of security controls as needed.

If a cell phone is lost or stolen, the employee will notify the District's IT Department <sup>[NK7]</sup> within one hour, or as soon as practical after the employee notices the device is missing.

#### **No Expectation of Privacy**

~~Any communication located on a personal cell phone or a District-issued cell phone regarding District business is subject to disclosure under the Freedom of Information Act (FOIA) and release pursuant to a discovery request in the event of litigation.~~

~~Employees have no expectation of privacy in the contents of any data stored on, sent to, sent from, or received from a cell phone issued by the District. The District reserves the right to audit and monitor the use of any District-issued cell phone, including any data that has been sent, received, or stored on the cell phone, including but not limited to, all web browsing, phone calls, text messages, emails, pictures, videos and other images.~~

#### **FOIA and Discovery Requests**

Any communication located on a personal cell phone or a District-issued cell phone regarding District business is subject to disclosure in response to a ~~under the Freedom of Information Act (FOIA)~~ request and -in response to a legitimate discovery request arising out of administrative, civil, or criminal proceeding ~~release pursuant to a discovery request in the event of litigation.~~

As a result, to the extent permitted by law, the District reserves the right to access, review, retain or release information on personal or District issued cell phone to respond to FOIA requests and such legitimate discovery requests. Furthermore, the District makes no representation or warranty regarding whether the employee's cell phone and any communications sent, received or stored on said device will be exempt from review and disclosure to any third party in the event of a FOIA request or any legitimate discovery requests arising out of administrative, civil, or criminal proceedings. Review of the employee's personal cell phone will be performed in the presence of the employee.

### **Reservation of Rights**

The District reserves the right, in its sole discretion, to restrict or terminate an employee's use of a District-issued cell phone or a personal cell phone to conduct Park District business. Violation of this Policy may be grounds for disciplinary action up to and including termination of employment.

### **Right to Amend Policy**

The Park District reserves the right to amend or cancel this policy at any time.



## **EMPLOYEE ACKNOWLEDGMENT AND AGREEMENT**

I acknowledge, understand and will comply with the above referenced Cell Phone Policy.

I also acknowledge and understand that the Park District reserves the right to, in its sole discretion, restrict or terminate my use of a District-issued cell phone or a personal cell phone to conduct Park District business. Violation of this Cell Phone Policy may be grounds for disciplinary action up to and including termination of employment.

I understand that by using my personal cell phone for District business, any electronic communications and documents sent, received or stored on the cell phone may be subject to review and disclosure to third parties in the event of a FOIA request or a legitimate discovery request arising out of administrative, civil, or criminal proceedings. As such, the Park District makes no representation or warranty regarding my expectation of privacy to any electronic communications and documents sent, received or stored on the cell phone.

I understand that the addition of Park District-provided third-party software on my personal cell phone may decrease the available memory or storage on the cell phone. I understand that the Park District is not responsible for any loss or theft of, damage to, or failure of the cell phone that may result from use of third-party software and/or use of the device for Park District business. I understand that contacting vendors for trouble-shooting and support of third-party software is my responsibility, with limited configuration support and advice provided by the Park District's IT. [NK8]

Employee Name: \_\_\_\_\_

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

**OAK BROOK PARK DISTRICT**

**AUTHORIZATION FOR PERSONAL CELL PHONE EXPENSE REIMBURSEMENT**

Employee Name: \_\_\_\_\_ Department: \_\_\_\_\_

Employee Title: \_\_\_\_\_

A monthly stipend of \$\_\_\_\_\_ will be paid to the above listed employee whose duties require them to use their personal cell phone for business purposes during the following period of time:

Period of Reimbursement: From Date \_\_\_\_\_ To Date \_\_\_\_\_

*(Note: The reimbursement period ~~shall may~~ be stated in full month increments beginning on the first day of a month with a start date and either a specific end date or and with a specific or open end date. ~~an unlimited amount of time.~~ The stipend will be discontinued at the end of the authorized period, upon termination of employment, or if the employee's privileges for the stipend are withdrawn.)*

~~Payment of the monthly stipend will be split between the first two pay periods of each month when the employee receives a paycheck for hours worked in the pay period. If no work is performed in the pay period, a stipend will not be paid.~~

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

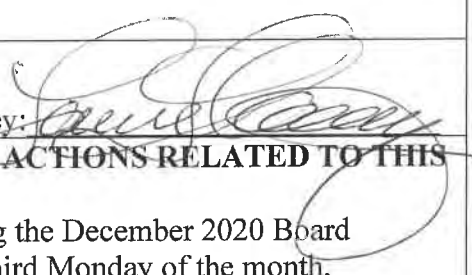
Department Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Executive Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please forward completed form to the Human Resource Manager for processing.



## Oak Brook Park District

<b>BOARD MEETING</b> <b>AGENDA ITEM –HISTORY/COMMENTARY</b>	
<b>ITEM TITLE: SEPTEMBER 2021 REGULAR BOARD MEETING</b> <b>DATE CHANGE</b>	<b>AGENDA No.: 9 C</b>  <b>MEETING DATE: MAY 17, 2021</b>
<b>STAFF REVIEW:</b>	
<b>RECOMMENDED FOR BOARD ACTION:</b> Executive Director, Laure Kosey: 	
<b>ITEM HISTORY (PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY):</b> The Board of Commissioners approved the 2021 Board Meeting dates during the December 2020 Board Meeting. The September Board Meeting was scheduled for the customary third Monday of the month, September 20, 2021.	
<b>ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS):</b> The District has reapplied for the Gold Medal Award and is very hopeful for receiving this recognition during the National Recreation and Park Association (“NRPA”) Annual Conference. If awarded, Commissioners and staff may attend the award ceremony. The NRPA Annual Conference will be held September 21–23, 2021, conflicting with the date of the September Board Meeting.  Staff is recommending for the Board to consider changing the Board Meeting date to the second week Monday, September 13, 2021. As travel plans need to occur soon to achieve economical rates, the Board’s decision to reschedule the September meeting during the May 2021 Board Meeting would provide the ability to accomplish travel savings and enable timely communication of the date change to the public.  This matter will be presented for the Board’s possible approval during the May 17, 2021 Board Meeting.	
<b>ACTION PROPOSED:</b>  Motion and a second to approve changing the September 2021 regular board meeting date to September 13, 2021.	



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: 2021 AMENDMENT TO THE OAK BROOK PARK DISTRICT EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**

**AGENDA No.: 9 D**

**MEETING DATE: MAY 17, 2021**

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

A blue ink signature of Marco Salinas, Chief Financial Officer.

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

A blue ink signature of Laure Kosey, Executive Director.

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

The Board of Commissioners conducted the annual review of the Executive Director during the closed session of the April 19, 2021 Board Meeting.

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

As directed by the Board of Commissioners, the attached 2021 Amendment to the Oak Brook Park District Executive Director Employment Agreement is presented for review and possible approval.

**ACTION PROPOSED:**

Motion (and a second) to approve the 2021 Amendment to the Oak Brook Park District Executive Director Employment Agreement as presented.

**2021 AMENDMENT TO OAK BROOK PARK DISTRICT  
EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**

---

THIS 2021 AMENDMENT TO OAK BROOK PARK DISTRICT EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT ("2021 Amendment") is made this 1<sup>st</sup> day of May, 2021, by and between the OAK BROOK PARK DISTRICT, an Illinois unit of local government (hereinafter referred to as "District") and Laure L. Kosey, Executive Director for the District (hereinafter referred to as "Director").

WHEREAS, District and the Director entered an "Oak Brook Park District Executive Director Employment Agreement" on February 5, 2010 (the "Employment Agreement"), to establish the terms and conditions of the Director's employment as the District's Executive Director; and

WHEREAS, the District and the Director amended the Employment Agreement on June 13, 2011, April 9, 2012, March 18, 2013, May 1, 2016, May 1, 2018, May 1, 2019, and May 1, 2020 to provide for modifications to certain terms and conditions for compensation, reimbursement of expenses and automobile allowance for the Director; and

WHEREAS, the District and the Director have determined that it is necessary and desirable to further amend the Employment Agreement in accordance with the terms of this 2021 Amendment, to provide for an extension of the term of the Employment Agreement, as heretofore amended, and compensation for the Director for the term of the Employment Agreement, as amended herein.

NOW, THEREFORE, in consideration of the foregoing premises and the mutual agreements herein contained, it is agreed by and between the parties hereto as follows:

**1. 2021 AMENDMENT TO EMPLOYMENT.** The District and the Director hereby agree to the following amendments to the Employment Agreement:

(A) Delete Section 2 of the Employment Agreement, and substitute the following:

2. TERM. The term of the Employment Agreement, as heretofore amended, shall be extended from May 1, 2021, through April 30, 2023, subject to the provisions hereinafter set forth concerning termination and appropriation of sufficient funds.

(B) Delete Section 4 of the Employment Agreement, and substitute the following:

4. COMPENSATION.

a. The Director's base compensation from May 1, 2021 through April 30, 2023, shall be payable bi-weekly in the amount of \$6,739.20, less customary withholdings, annualized to One Hundred Seventy-Five Thousand, Two Hundred Nineteen Dollars and Twenty Cents (\$175,219.20), less customary withholdings, payable biweekly. Payment of compensation based on the above annual gross amount retroactive to May 1, 2021.

b. The Director shall receive a performance bonus in the gross amount of \$10,000.00, less customary withholdings, on May 1, 2021, and shall be eligible to receive a bonus on or before April 30 of each subsequent year of the Employment Agreement.

c. The Director shall receive an automobile allowance in the amount of Four Hundred Twenty Dollars (\$420.00) per month for the term of the Employment Agreement, as amended.

e. Nothing herein shall preclude the District from offering the Director additional bonuses or increases as the Board may deem appropriate, in its sole discretion, during the term of the Employment Agreement, as amended.

(C) Delete Section 13 and replace with the following:

13. RENEWAL OF AGREEMENT. If this Employment Agreement is renewed, the Director shall be entitled to an annual increase for each year of the renewal term, as determined by the Board in its sole discretion based on the Director's performance. The Board shall endeavor to notify the Director of any approved annual increase at least thirty (30) days prior to commencement of the new renewal term.

**2. CONTINUED EFFECTIVENES OF OTHER TERMS AND CONDITIONS OF THE EMPLOYMENT AGREEMENT.** Except as provided in Section 1 of this 2021 Amendment, all other terms and conditions of the Employment Agreement, as heretofore amended, shall continue in full force and effect for the term of the Employment Agreement, as amended herein.

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

**OAK BROOK PARK DISTRICT**

**EXECUTIVE DIRECTOR:  
LAURE L. KOSEY**

By:

\_\_\_\_\_  
Sharon Knitter  
Its President

\_\_\_\_\_  
Laure L. Kosey



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE 21-0517: 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, 2021 AND ENDING APRIL 30, 2022**

**AGENDA No.:** 9. E.

**MEETING DATE:** MAY 17, 2021

**STAFF REVIEW:**

Chief Financial Officer, Marco Salinas:

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

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

Preparation of the requested fiscal year 2021/2022 budgets (“budgets”) began in October 2020 when Finance staff began calculating the requested 2020 property tax levies. On December 11, 2020 the budget planning module was made available to staff so they could begin entering their budget requests. These requests were due to Finance on February 12, 2021, at which time access to the budget module was closed. Concurrent with this process, staff was also tasked with developing and updating their capital budget requests through the end of fiscal year 2026. These capital expenditure requests were due to Finance on January 15, 2021. Immediately after the closure of the budget module, Finance staff worked on 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.

At the April 19, 2021 Board meeting, Finance staff presented the budgets to the Board and responded to various questions and comments from members of the Board. Subsequent to this meeting, Finance staff carried-out one additional adjustment to the budgets, that resulted in a \$14,000 decrease in budgeted capital expenditures in the Capital Projects Fund. A public hearing for our requested fiscal year 2021/2022 budgets is scheduled for May 17, 2021. Notice of this public hearing was published in the Doings-Oak Brook newspaper on May 6, 2021.

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

Accompanying this agenda history document is the annual budget and appropriation ordinance, a Consolidating Budget Summary schedule that summarizes the budgets for all eleven of our funds, as well as the Certification of Estimate of Revenue for Fiscal Year 2021-2022.

**ACTION PROPOSED:**

Motion (and a second) to approve Ordinance 21-0517: 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, 2021 and ending April 30, 2022.

**ORDINANCE NO. 21-0517**

**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, 2021 AND ENDING APRIL 30, 2022.**

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 17th day of May, 2021, 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, 2021 to April 30, 2022.

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	\$2,748,485.00
RECREATION FUND	\$4,008,153.00
ILLINOIS MUNICIPAL RETIREMENT FUND	\$ 205,000.00
SOCIAL SECURITY FUND	\$ 235,000.00
LIABILITY INSURANCE FUND	\$ 157,070.00
AUDIT FUND	\$ 13,038.00
SPECIAL RECREATION FUND	\$ 130,194.00
DEBT SERVICE FUND	\$1,830,142.00
RECREATIONAL FACILITIES FUND (Tennis Ctr.)	\$2,041,917.00
CAPITAL PROJECTS FUND	\$ 405,500.00
SPORTS CORE FUND	\$ 413,923.00

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	\$2,748,485.00
RECREATION PROGRAM FUND	4,008,153.00
ILLINOIS MUNICIPAL RETIREMENT FUND	205,000.00
SOCIAL SECURITY FUND	235,000.00
LIABILITY INSURANCE FUND	157,070.00
AUDIT FUND	13,038.00
SPECIAL RECREATION FUND	130,194.00
DEBT SERVICE FUND	1,830,142.00
RECREATIONAL FACILITIES FUND	2,041,917.00
CAPITAL PROJECTS FUND	405,500.00
SPORTS CORE FUND	<u>413,923.00</u>
TOTAL	<u>\$12,188,422.00</u>

Section 3. That the estimated cash expected to be on hand at the end of this fiscal year is \$3,258,022.

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 17th day of May 2021, pursuant to a roll call vote as follows:

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

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

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

\_\_\_\_\_  
President

ATTEST:

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



**OAK BROOK PARK DISTRICT**  
**Budget Summary for Fiscal Year Beginning May 1, 2021 Through April 30, 2022- All Funds**

REVENUES	GENERAL	RECREATION	TENNIS	IMRF	SOCIAL SECURITY	LIABILITY INSURANCE	AUDIT	SPECIAL RECREATION	DEBT SERVICE	CAPITAL PROJECTS	SPORTS CORE	TOTALS
Taxes - Property	\$ 1,608,036	\$ 1,250,250	\$ -	\$ 120,222	\$ 120,219	\$ 129,838	\$ 12,024	\$ 52,897	\$ 1,532,244	\$ -	\$ -	\$ 4,825,730
Taxes - Replacement	99,912	31,454	-	27,753	18,502	7,401	-	-	-	-	-	185,022
Interest	4,800	10,000	3,000	400	360	200	144	72	250	9,500	-	28,726
Building Rental Fees	287,875	-	-	-	-	-	-	-	-	-	-	287,875
Program & Service Fees	237,837	2,819,895	1,801,500	-	-	-	-	-	-	-	445,641	5,304,873
Field Rentals	230,000	-	-	-	-	-	-	-	-	-	-	230,000
Overhead/Interfund	395,775	-	-	-	-	-	-	-	-	-	-	395,775
Marketing	-	49,000	-	-	roman ma	-	-	-	-	-	-	49,000
Other	11,620	2,000	7,500	-	-	-	-	20,000	-	243,500	-	284,620
<b>Total Revenues</b>	<b>\$ 2,875,855</b>	<b>\$ 4,162,599</b>	<b>\$ 1,812,000</b>	<b>\$ 148,375</b>	<b>\$ 139,081</b>	<b>\$ 137,439</b>	<b>\$ 12,168</b>	<b>\$ 72,969</b>	<b>\$ 1,532,494</b>	<b>\$ 253,000</b>	<b>\$ 445,641</b>	<b>\$ 11,591,621</b>
<b>EXPENDITURES/EXPENSES</b>												
Administration	\$ 466,751	\$ 748,749	\$ 691,588	\$ -	\$ -	\$ 40,746	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 1,997,834
Finance & H.R.	450,092	-	-	-	-	-	-	-	-	-	-	450,092
Parks & Dean Nature	813,263	-	-	-	-	-	-	-	-	-	-	813,263
Professional Services	46,000	-	-	-	-	-	13,013	-	-	-	-	59,013
Recreation Center	917,285	-	-	-	-	-	-	-	-	-	-	917,285
Buildings (Incl. CPW)	55,094	-	375,829	-	-	-	-	-	-	-	-	430,923
Programs	-	2,267,060	662,500	-	-	-	-	37,194	-	-	413,923	3,380,677
Overhead/Interfund	-	395,775	-	-	-	-	-	-	-	-	-	395,775
Marketing	-	307,569	-	-	-	-	-	-	-	-	-	307,569
Other	-	-	-	205,000	235,000	116,324	25	3,000	1,830,142	500	-	2,389,991
Capital Projects	-	289,000	160,000	-	-	-	-	40,000	-	405,000	-	894,000
Depreciation	-	-	152,000	-	-	-	-	-	-	-	-	152,000
<b>Total Expenditures</b>	<b>\$ 2,748,485</b>	<b>\$ 4,008,153</b>	<b>\$ 2,041,917</b>	<b>\$ 205,000</b>	<b>\$ 235,000</b>	<b>\$ 157,070</b>	<b>\$ 13,038</b>	<b>\$ 130,194</b>	<b>\$ 1,830,142</b>	<b>\$ 405,500</b>	<b>\$ 413,923</b>	<b>\$ 12,188,422</b>
Year-End Adjustment for Capitalized Costs	\$ -	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000
<b>Net Surplus/(Deficit), Excluding Transfers</b>	<b>\$ 127,370</b>	<b>\$ 154,446</b>	<b>\$ (69,917)</b>	<b>\$ (56,625)</b>	<b>\$ (95,919)</b>	<b>\$ (19,631)</b>	<b>\$ (870)</b>	<b>\$ (57,225)</b>	<b>\$ (297,648)</b>	<b>\$ (152,500)</b>	<b>\$ 31,718</b>	<b>\$ (436,801)</b>
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 312,548	\$ 250,000	\$ -	\$ 562,548
Transfers (out)	(250,000)	(312,548)	-	-	-	-	-	-	-	-	-	(562,548)
<b>Net Surplus/(Deficit)</b>	<b>\$ (122,630)</b>	<b>\$ (158,102)</b>	<b>\$ (69,917)</b>	<b>\$ (56,625)</b>	<b>\$ (95,919)</b>	<b>\$ (19,631)</b>	<b>\$ (870)</b>	<b>\$ (57,225)</b>	<b>\$ 14,900</b>	<b>\$ 97,500</b>	<b>\$ 31,718</b>	<b>\$ (436,801)</b>
<b>Cash Balance- Beginning</b>	<b>\$ 1,007,116</b>	<b>\$ 1,649,191</b>	<b>\$ 587,604</b>	<b>\$ 122,710</b>	<b>\$ 183,765</b>	<b>\$ 97,508</b>	<b>\$ 7,071</b>	<b>\$ 105,023</b>	<b>\$ (258,477)</b>	<b>\$ 194,485</b>	<b>\$ 6,827</b>	<b>\$ 3,702,823</b>
<b>Cash Balance- Ending</b>	<b>\$ 884,486</b>	<b>\$ 1,491,089</b>	<b>\$ 509,687</b>	<b>\$ 66,085</b>	<b>\$ 87,846</b>	<b>\$ 77,877</b>	<b>\$ 6,201</b>	<b>\$ 47,798</b>	<b>\$ (243,577)</b>	<b>\$ 291,985</b>	<b>\$ 38,545</b>	<b>\$ 3,258,022</b>

**OAK BROOK PARK DISTRICT  
CERTIFICATION OF ESTIMATE OF  
REVENUE FOR FISCAL YEAR 2021-2022**

**I, Tom Truedson**, 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, 2021 and ending April 30, 2022 are estimated to be as follows:

<u><b>SOURCE</b></u>		<u><b>AMOUNT</b></u>
Property and Replacement Taxes		
General Corporate	\$	1,707,948.00
Recreation		1,281,704.00
Illinois Municipal Retirement Fund		147,975.00
Special Recreation Fund		52,897.00
Social Security Fund		138,721.00
Liability Insurance		137,239.00
Audit		12,024.00
Debt Service		1,532,244.00
Sub-Total	\$	<u>5,010,752.00</u>
Non-Tax Revenues		
Interest Earned	\$	28,726.00
Program Fees		1,653,876.00
Recreation Center/Memberships & Fees		1,201,353.00
Racquet Club/Tennis Court Fund		1,801,500.00
Aquatic Center		1,166,018.00
Grants		-
Bonds		-
Other		729,396.00
Sub-Total	\$	<u>6,580,869.00</u>
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$</b>	<b><u><u>11,591,621.00</u></u></b>

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the said Park District this 17th day of May 2021.

\_\_\_\_\_  
Tom Truedson  
Treasurer and Chief Fiscal Officer

SEAL

STATE OF ILLINOIS     )  
  )  
COUNTIES OF            )  
DUPAGE & COOK         ) S.S.

I, Laure L. Kosey, do hereby certify that I am the duly appointed Secretary of the Oak Brook Park District in the county and state aforesaid, and as such Secretary, I am the keeper of the records and files of the Board of Park Commissioners of said Park District.

I do further certify that the attached and foregoing is a true and complete copy of the “***Annual Budget and Appropriation Ordinance of the Oak Brook Park District, DuPage and Cook Counties, Illinois, for the Fiscal Year beginning May 1, 2021 and ending April 30, 2022***”, as adopted by the Board of Park Commissioners at its properly convened meeting held on May 17, 2021, as appears from the official records of said Park District in my care and custody.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the corporate seal of said Park District at Oak Brook, Illinois this 17th day of May, 2021.

\_\_\_\_\_  
Laure L. Kosey, Secretary  
Board of Park Commissioners  
Oak Brook Park District

SEAL



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: CENTRAL PARK MONUMENT SIGN BID**

**AGENDA No.: 10 A**

**MEETING DATE: MAY 17, 2021**

STAFF REVIEW: Marketing & Communications Manager, Haley O'Brien

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):**

During the April 19, 2021 Meeting, the Board of Commissioners approved the naming of the District's fields north of Ginger Creek as "North Athletic Fields."

A monument sign on the corner of Jorie and Kensington Rd. and a smaller monument sign near the parking lot, have become necessary so that patrons may locate the fields.

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

Staff is preparing bid specifications for the design, fabrication, and installation of both monument signs. The bid packets will be made available May 18, 2021.

**ACTION PROPOSED:**

For review and discussion only.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: APPROVAL OF A TRAVEL EXPENSE FOR COMMISSIONER ATTENDANCE AT THE NATIONAL RECREATION AND PARK ASSOCIATION CONFERENCE HELD SEPTEMBER 21-23, 2021 IN NASHVILLE, TN (REQUIRES WAIVING THE BOARD RULES TO APPROVE AT THIS MEETING.)**

**AGENDA No.: 10 B**

**MEETING DATE: MAY 17, 2021**

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

**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 accordance with the Local Government Travel Expense Act (ILCS 50/150 *et. seq.*) the Board of Commissioners must approve any commissioner travel expenses by roll call vote during an open meeting.

The National Recreation and Park Association annual conference will be held September 21 – 23, 2021 in Nashville, TN and will be a hybrid experience.

The safety of conference participants is of the utmost importance to NRPA. NRPA will follow all federal, state and local guidelines for in-person gatherings. Attendees will be divided into two groups: Learning Pod A and Learning Pod B. These groups will help facilitate physical distancing in lobbies, corridors and the exhibit hall as well as during breaks. Each Learning Pod will have established attendee arrival times and schedules:

- Learning Pod A will attend sessions on level one and in the Davidson Ballroom.
- Learning Pod B will attend sessions on level two and in the Grand Ballroom on level four.

In-person attendees will be able to take part in unique sessions delivered only in Nashville, including sessions from all twelve education tracks. Those who register for the in-person, full package conference will also receive the all-access pass to the virtual conference to view additional sessions and content during the on-demand period.

Education seats for the in-person portion of the 2021 Annual Conference are limited. Currently, capacity for the Nashville event is limited to 3,000 education seats to ensure health and safety protocols are in place for all attendees.

The 2021 NRPA Annual Conference provides more than 60 education sessions through 12 education tracks specifically tailored to parks and recreation and include a wide variety of topics such as equity and inclusion, leadership and personnel management, recreation and sports programming, revenue development, customer service and much more. Attendees also will have the opportunity to earn up to 1.4 Continuing Education Units (CEUs).

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

A cost estimate for commissioner travel is presented on the attached estimated travel cost form. Staff will investigate and use every cost savings available to reduce any travel expense. Attached are the cost estimates for a Commissioner's Travel, Meal and Lodging Expenses.

As it is anticipated registration filling up quickly for the NRPA Conference, staff is seeking a confirmation from each commissioner regarding their attendance at the 2021 NRPA conference and to approve the travel expenses for commissioners attending the conference.

**ACTION PROPOSED:**

Motion (and a second) to waive the Board Rules to approve at this meeting the travel expenses for Commissioner attendance at the National Recreation and Park Association Conference held September 21- 23, 2021 in Nashville, TN for the following commissioners: (Please state the names of the commissioners attending the conference when making the motion.)

Then request a motion and a second to approve the travel expenses for Commissioner attendance at the National Recreation and Park Association Conference held September 21 – 23, 2021 in Nashville, TN for the following Commissioners: (Please re-state names of the commissioners attending the conference when making the motion.)

# OAK BROOK PARK DISTRICT

## Travel, Meal, and Lodging Expense & Reimbursement Form

<b>Name:</b> Commissioner	<b>Department:</b>	<b>Date:</b> 05/17/21	<b>Purpose for Travel:</b> ESTIMATE: NRPA Conference 2021 - Nashville, TN
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ESTIMATED EXPENSES											
Travel/ Event Date (xx/xx/xx)	Registration	Airfare	Taxi/Bus/ Train/ Mileage (\$)	Lodging	Meals			Parking	Misc. (Tolls)	Total Estimated Costs	Notes
					Breakfast	Lunch	Dinner				
09/20/21	\$ 595.00	\$113	\$ 40.00	\$ 230.00	\$ 15.00	\$ 25.00	\$ 35.00			\$ 1,053.00	Roundtrip Flight - quote from United.
09/21/21				230.00	15.00	25.00	35.00			305.00	Omni Hotel 2 King Beds - Basic Conf Pkg Rate
09/22/23				230.00	15.00	25.00	35.00			305.00	
09/23/24				230.00	15.00	25.00	35.00			305.00	
09/25/21			40.00		15.00					55.00	
										-	
<b>Total:</b>	\$ 595.00	\$ 113.00	\$ 80.00	\$ 920.00	\$ 75.00	\$ 100.00	\$ 140.00	\$ -	\$ -	\$ 2,023.00	

<b>Department Director Approval:</b>	<b>Date:</b>
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ACTUAL EXPENSES													
Travel/ Event Date (xx/xx/xx)	Registration	Airfare	Taxi/Bus/ Train/ Mileage (\$)	Lodging	Meals			Parking	Misc. (Tolls)	Total Actual Costs	Paid With P-Card	Reimb. Amount	Notes
					Breakfast	Lunch	Dinner						
										\$ -		\$ -	
										-		-	
										-		-	
										-		-	
										-		-	
										-		-	
										-		-	
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

<b>Requestor Signature:</b>	<b>Date:</b>	
By signing this form, I hereby certify that the expenses listed above were incurred for official business or for any training, professional development or education, beneficial to the Park District and are allowed pursuant to Park District policy.		

**2021 Mileage Reimbursement Rate: \$ .56 per mile**  
**Scan final approved form and supporting documentation to [travel@obparks.org](mailto:travel@obparks.org)**

<b>Department Director Approval:</b>	<b>Date:</b>	<b>Executive Director Approval:</b>	<b>Date:</b>
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Attach Accounts Payable Voucher(s), original receipts for all expenses, supporting documentation describing the nature of the official business, event or program, and any other documentation that would assist the Board in considering your request for reimbursement, to this form. At the discretion of the Board, additional documentation relevant to the request for reimbursement may be required prior to action by the Board.



# Program Schedule | 2021 NRPA Annual Conference

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 [nrpa.org/conference/program-schedule/](https://nrpa.org/conference/program-schedule/)

# 2021 NRPA ANNUAL CONFERENCE Adapt | Connect | Unite | Lead

The 2021 NRPA Annual Conference will be our first-ever hybrid experience. September 21–23, park and recreation professionals, champions and industry suppliers will have the opportunity to attend the in-person event in Nashville, Tennessee, or the virtual event on our online conference platform.

The safety of conference participants is of the utmost importance to NRPA. We will follow all federal, state and local guidelines for in-person gatherings. Read the [full statement](#) for more information and learn more about this year's education experience below.

## Nashville, Tennessee: Education Experience

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During the 2021 NRPA Annual Conference in Nashville, attendees will be divided into two groups: Learning Pod A and Learning Pod B. These groups will help facilitate physical distancing in lobbies, corridors and the exhibit hall as well as during breaks. Each Learning Pod will have established attendee arrival times and schedules:

- Learning Pod A will attend sessions on level one and in the Davidson Ballroom.
- Learning Pod B will attend sessions on level two and in the Grand Ballroom on level four.

In-person attendees will be able to take part in unique sessions delivered only in Nashville, including sessions from all **twelve education tracks**. Those who register for the in-person, full package conference will also receive the all-access pass to the virtual conference to view additional sessions and content during the on-demand period.

## **Education seats for the in-person portion of the 2021 Annual Conference are limited!**

Currently, capacity for the Nashville event is limited to 3,000 education seats to ensure health and safety protocols are in place for all attendees. To ensure fair access to conference registrations, we will offer a phased registration timeline.

[Learn More](#)

## **Online Platform: Education Experience**

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Virtual conference attendees can view sessions from all **twelve education tracks** online. The virtual platform schedule will follow Learning Pod B's education blocks and be able to view live-streamed sessions as well as pre-recorded education sessions and the on-demand content library. Speed sessions will only be available online, on-demand.

## **Education Sessions**

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NRPA Annual Conference provides more than 60 education sessions through 12 education tracks specifically tailored to parks and recreation. Education sessions cover a variety of topics including equity and inclusion, leadership and personnel management, recreation and sports programming, revenue development, customer service and much more. Attendees also will have the opportunity to earn up to 1.4 Continuing Education Units (CEUs).

## **Education Tracks**

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- Advocacy
- Aquatics
- Career Development
- Conservation
- Customer Service
- Equity and Inclusion
- Health and Wellness
- Leadership and Personnel Management
- Planning, Design and Maintenance
- Programming
- Public Relations and Marketing
- Revenue Development

## **Formats**

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- General Sessions
- Coffee Talks
- 1-Hour Education Sessions (available in person and virtually)
- On-Demand Speed Sessions

## **Continuing Education Units (CEUs)**

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A maximum of 1.4 CEUs can be earned based on the number of sessions attended during 2021 NRPA Annual Conference. Attendees are required to attend entire sessions and complete session evaluations to obtain CEU credit.

## **Education Sessions**

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The 2021 NRPA Annual Conference — offering in-person, virtual and hybrid experiences — will be packed full of inspirational speakers and innovative education sessions.

# NRPA Annual Conference Registration | NRPA Virtual

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 [nrpa.org/conference/registration/](https://nrpa.org/conference/registration/)

# 2021 NRPA ANNUAL CONFERENCE Adapt | Connect | Unite | Lead

We are excited to host the first-ever hybrid experience of the 2021 NRPA Annual Conference this fall in Nashville, Tennessee. September 21–23, 2021, park and recreation professionals, champions and industry suppliers will have the opportunity to attend the conference in person or virtually to:

**Adapt | Connect | Unite | Lead**

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By offering a hybrid experience, we look forward to providing even more people with the opportunity to network with peers, learn from experts in the field, and connect with industry suppliers. The 2021 NRPA Annual Conference in-person and virtual options will offer attendance opportunities that meet personal and agency budget and travel preferences. We are dedicated to the same high-quality educational programming NRPA is known for — **because everyone deserves a great conference!**

**Conference registration opens May 10, 2021**

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## Save on Registration

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- Register by **August 6** to take advantage of **early bird pricing**.
- NRPA Premier Member Agencies, who purchase **four in-person** registration passes, receive **two virtual** registration passes FREE!

- Become an NRPA Member! Nonmember **full package** registration fees for the in-person and virtual event receive a **one-year membership** to NRPA. Nonmember **all access** registration fees for the virtual event include a free **three-month membership** to NRPA.
- Volunteers who help with education sessions and conference events in Nashville will be eligible for a **discount on registration**. Opportunities to volunteer are limited! Contact [events@nrpa.org](mailto:events@nrpa.org) for more information.

## COVID-19 Information

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**Important Notice:** The safety of our staff and attendees is of the utmost importance to NRPA. We will follow all federal, state and local guidelines set for in-person gatherings as well as recommendations provided by the Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO). In-person attendees can anticipate daily health and wellness check points, physical distancing and face covering requirements as well as other health and safety protocols. If, at any time, NRPA feels we cannot create and maintain a safe in-person event or if any federal, state or local restrictions prevent us from hosting an in-person event, NRPA will cancel the in-person component while continuing to offer a quality virtual event. **[Read the full statement.](#)**

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**UPDATE:** Capacity for the Nashville event now is 3,000 education seats. NRPA is following CDC's guidelines for classroom seating in education sessions. Seats in session rooms will be 3 feet apart. Other safety measures for the in-person event will include: requiring masks to be worn, mandating 6-foot physical distancing in all other gathering spaces, organizing education session participants into Learning Pods, conducting health and wellness checks, and continually cleaning and disinfecting shared surfaces.

Education seats for the in-person portion of the 2021 Annual Conference are limited to ensure health and safety protocols are in place for all attendees. To ensure fair access to conference registrations, we will offer a phased registration timeline that applies to everyone:

### **PHASE 1 (May 10–June 9):**

Phase 1 of the 2021 NRPA Annual Conference registration opens with limited registrations for attendees.

### **PHASE 2 (June 10–July 9):**

Phase 2 of the 2021 NRPA Annual Conference registration begins adding additional registrations for attendees.

### **PHASE 3 (July 10–September 20):**

Phase 3 of the 2021 NRPA Annual Conference registration begins, releasing the final allotment of registrations to attendees. Premier group registration caps will be removed, and all registrations will be available!

<b>Nashville Conference</b>						
<b>REGISTRATION RATES*</b> <b>(Hybrid Full Package &amp; In-Person Exhibit Hall)</b>						
<b>Registration Type</b>	<b>Early Bird (until August 6)</b>		<b>Regular (August 7–September 17)</b>		<b>Onsite (Starting September 18)</b>	
	Members	Nonmembers	Members	Nonmembers	Members	Nonmembers
Full Package** (In-Person & Virtual)	\$595	\$795***	\$745	\$945***	N/A	N/A
Exhibit Hall Only (In-Person)	\$125	\$175	\$175	\$225	\$225	\$275

\* **Please note:** Capacity for the in-person 2021 NRPA Annual Conference is limited to 3,000. Group registration will be capped at 18 (12 in-person + 6 online) per purchase. See the COVID-19 Information section below for more information.

\*\* Full-package registration fees include access to the virtual conference.

\*\*\* Nonmember, full-package registration fees for the in-person event include a free one-year membership to NRPA.

<b>Virtual Conference</b>				
<b>REGISTRATION RATES (Virtual)</b>				
<b>Registration Type</b>	<b>Early Bird (until August 6)</b>		<b>Regular (August 7–September 17)</b>	
	Members	Nonmembers	Members	Nonmembers
All Access Pass	\$295	\$395*	\$345	\$445*
Student Pass	\$45	\$65	\$75	\$95

\* Nonmember, all access registration fees for the virtual event include a free three-month membership to NRPA.

# 2021 NRPA Annual Conference: Schedule at a Glance\*

 [nrpa.org/conference/about/schedule-at-a-glance/](https://nrpa.org/conference/about/schedule-at-a-glance/)

# 2021 NRPA ANNUAL CONFERENCE Adapt | Connect | Unite | Lead

Registration will open Monday, May 10, 2021.

Tuesday, September 21	
8 a.m.–8:45 a.m. (CDT)	Coffee Talk Broadcast**
9 a.m.–10:30 a.m. (CDT)	Opening General Session Broadcast**
10:30 a.m.–3:30 p.m. (CDT)	Exhibit Hall Open* (Nashville)
11 a.m.–5 p.m. (CDT)	Exhibit Hall and Networking Lounges Open (Virtual)
11:30 a.m.–5 p.m. (CDT)	Coffee Talk Broadcast** (Virtual Only)
6:30 p.m.–8:30 p.m. (CDT)	Evening Socials (Nashville Only)
Wednesday, September 22	
8 a.m.–8:45 a.m. (CDT)	Coffee Talk Broadcast**
9 a.m.–10:30 a.m. (CDT)	General Session Broadcast**
10:30 a.m.–3:30 p.m. (CDT)	Exhibit Hall Open* (Nashville)
11 a.m.–5 p.m. (CDT)	Exhibit Hall and Networking Lounges Open (Nashville Only)

11: 30 a.m.–5 p.m. (CDT)	Education Sessions* <i>(Nashville and Virtual)</i>
5:15 p.m.–6:30 p.m. (CDT)	Coffee Talk Broadcast** <i>(Virtual Only)</i>
6:30 p.m.–8:30 p.m. (CDT)	Evening Socials <i>(Nashville Only)</i>
<b>Thursday, September 23</b>	
8 a.m.–8:45 a.m. (CDT)	Coffee Talk Broadcast**
9 a.m.–10:30 a.m. (CDT)	General Session Broadcast**
11 a.m.–5 p.m. (CDT)	Exhibit Hall and Networking Lounges Open <i>(Virtual Only)</i>
11:30 a.m.–5 p.m. (CDT)	Education Sessions* <i>(Nashville and Virtual)</i>
5:15 p.m.–6 p.m. (CDT)	Coffee Talk Broadcast** <i>(Virtual Only)</i>
6:30 p.m.–7:30 p.m. (CDT)	Best of the Best Broadcast**
<b>Virtual On-Demand Session Period</b> September 21–December 31	

*\*Schedule is subject to change and the exact exhibit hall and session times will be determined based on each attendee's Learning Pod assignment.*

*\*\*Broadcast sessions will be presented in one or more of the following methods to conference attendees:*

- *Virtual Conference Platform*
- *Hotel Television House Channel*
- *Designated Convention Center Meeting Rooms*

[Back to Conference Page](#)



# Omni Hotel Parking & Directions

The Omni Hotel is an 800-room hotel and is the site of the NRPA Conference. NRPA has negotiated a special conference room rate of \$230 per night.

## **WHERE IS OMNI NASHVILLE HOTEL LOCATED?**

Omni Nashville is located in downtown Nashville on Fifth Avenue between Demonbreun and Korean Veterans Boulevard and connected to the Country Music Hall of Fame and Museum. The physical address is 250 Fifth Avenue South, Nashville, Tennessee 37203.

## **WHAT IS THE CLOSEST AIRPORT TO OMNI NASHVILLE HOTEL?**

Omni Nashville Hotel is located near the following airports:

Nashville International Airport is 8 miles from the hotel (approximately 20 minutes).

## **HOW MUCH IS PARKING AT OMNI NASHVILLE HOTEL?**

Overnight valet parking with unlimited in and out privileges is available for \$45 plus tax, per day/per vehicle.

Self-parking is available at the Music City Center garage adjacent to the hotel for \$24+ tax per day with in/out privileges. The garage entrance is on Sixth Avenue between Korean Veterans Boulevard and Demonbreun. Inform the Front Desk upon check-in for further instruction.

Daily valet is available for \$20 from 0 to 4 hours, and for \$24 from 4 to 10 hours.

## **DOES THE HOTEL OFFER TRANSPORTATION SERVICES?**

### **Taxi Service:**

There is a flat rate of \$25 to the downtown area, plus an additional passenger charge of \$1 when the accompanying passenger and the original passenger are proceeding to same destination.

### **Local Shuttle Service:**

Approximately \$20 per person; 24-hour service is available.

### **MTA Bus:**

Tourists, residents and business travelers now have a convenient and inexpensive way to travel to and from the Nashville International Airport and downtown Music City. For just \$1.60, you can ride the Nashville MTA's route 18 Airport/Elm Hill Pike bus between the Nashville International Airport and Downtown Music City. Visit the MTA website or call (615) 862-5950 for more information on schedules and pickup locations.

## OTHER TRANSPORTATION AROUND DOWNTOWN

### Trolley Tour:

Enjoy a hop-on hop-off sightseeing trolley tour around downtown Nashville. This tour is great for first-timers to Nashville, for those who have a limited amount of time and want to get acquainted with this fantastic city, or as transportation between locations for a full day of sightseeing. You will get the chance to hop off and explore points of interest such as: Historic Downtown Nashville, the Ryman Auditorium, the State Capitol, TPAC, the State Museum, Bicentennial Park, the Parthenon, the West End, Hillsboro Village, Music Row, The Gulch, the Frist Museum, and the Country Music Hall of Fame and Museum. Approximately \$22 per adult. Visit [graylinetn.com](http://graylinetn.com) or call [\(800\) 251-1864](tel:8002511864).

### Downtown Circulator:

Nashville's new clean diesel hybrid Downtown Circulator offers travelers a free and convenient way to get around downtown and The Gulch. The Green Circuit takes you between The Gulch and Riverfront Station. The Blue Circuit runs south to north serving key destinations between the Schermerhorn Symphony Center and Bicentennial Mall. The Purple Circuit runs primarily south of Broadway along Hermitage and Second Avenues and serves key destinations between Riverfront Station and the Richard H. Fulton Complex. It's a great new way for locals and visitors alike to move around the downtown area with ease. Visit the [Downtown Circulator website](#) for circuit maps and schedule.

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## Hotel Policies

### WHAT TIME IS CHECK-IN AND CHECK-OUT?

Check-in is at 4:00 p.m.

Check-out is at 11:00 a.m.

4:00 p.m. late check-out may be available for \$75; after 4:00 p.m., the full nightly rate applies. Guests will be subject to an early departure fee of one night's room + tax if they shorten their stay.



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: COMPACT TRACK SKID LOADER PURCHASE**

**AGENDA No. 10 C**

**MEETING DATE: MAY 17, 2021**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

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

The Parks Department's equipment fleet includes a 2011 New Holland L220 skid steer loader, which is used frequently in the maintenance of park properties. The machine is not adequately sized to perform tasks which require a more powerful machine, and one capable of lifting and carrying heavier loads. Because it is a wheeled skid steer, it causes more damage on soft surfaces such as natural grass turf where staff utilizes the machine the most.

Staff proposes trading in the 2011 unit towards the purchase of a 2021 John Deere 325G Compact Track Loader (CTL). The CTL features a more powerful engine and hydraulic system, enhanced safety features, nearly double the lifting/carrying capacity, and a rubber track system which is well-suited for both hard and soft surfaces, and provides superior traction.

Replacing the existing machine with a more appropriately sized and equipped unit will increase the efficiency and capabilities of the Parks Department. The proposed new machine will also be utilized in snow removal operations with the additional parking areas, sidewalks, and walking trails at the newly developed north athletic fields.

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

The Park District is seeking to purchase a 2021 John Deere 325G Compact Track Loader (CTL) through the Sourcewell Purchasing Cooperative. Sourcewell satisfies the competitive bidding requirements of the State of Illinois, and the Park District has made purchases through this organization in recent years.

The Park District is seeking to purchase the compact track loader with a total price not-to-exceed \$43,934.54.

**ACTION PROPOSED:**

For review and discussion only

### Quote Summary

**Prepared For:**

OAK BROOK PARK DISTRICT  
 1450 FOREST GATE RD  
 OAK BROOK, IL 60523  
 Business: 630-645-9530

**Prepared By:**

George Ohara  
 AHW LLC  
 559 South Main  
 Elburn, IL 60119  
 Phone: 630-365-6020  
 gohara@ahwllc.com

John Deere has a Sourcewell contract and this quote is based off  
 Sourcewell pricing.  
 Oak Brook Park District Sourcewell member ID #116002

**Quote Id:** 24087470  
**Created On:** 06 April 2021  
**Last Modified On:** 06 May 2021  
**Expiration Date:** 10 May 2021

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 325G COMPACT TRACK LOADER - 1T0325GMTMJ401959	\$ 86,176.00	\$ 55,784.54 X	1 =	\$ 55,784.54
Customer Delivery Charge - CCE & 5 Series		\$ 150.00 X	1 =	\$ 150.00
<b>Sub Total</b>				<b>\$ 55,934.54</b>
<b>Equipment Total</b>				<b>\$ 55,934.54</b>

Trade In Summary	Qty	Each	Extended
2011 NEW HOLLAND L220 - NBM436029	1	\$ 12,000.00	\$ 12,000.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 12,000.00
<b>Trade In Total</b>			<b>\$ 12,000.00</b>

**Quote Summary**

Equipment Total	\$ 55,934.54
Trade In	\$ (12,000.00)
DOC FEES	\$ 0.00
MFG RETAIL BONUS	\$ 0.00
REGISTRATION FEES	\$ 0.00
TITLE FEES	\$ 0.00
SubTotal	\$ 43,934.54
Est. Service Agreement Tax	\$ 0.00
Total	\$ 43,934.54
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 43,934.54</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Quote Id: 24087470

Customer: OAK BROOK PARK DISTRICT

## JOHN DEERE 325G COMPACT TRACK LOADER - 1T0325GMTMJ401959

 Hours: 0  
 Stock Number: 349325

 Suggested List  
 \$ 86,176.00

 Selling Price  
 \$ 55,784.54

Code	Description	Qty	Unit	Extended
00D2T	JOHN DEERE 325G COMPACT TRACK LOADER BASE	1	\$ 63,086.00	\$ 63,086.00
<b>Standard Options - Per Unit</b>				
0770	2SP HIFL SLEV RC CB/AC PQT	1	\$ 11,181.00	\$ 11,181.00
0953	ISO SWITCHABLE CTLS & JS PPK	1	\$ 1,058.00	\$ 1,058.00
1301	ENGINE TURBO 4TNV98CT	1	\$ 2,718.00	\$ 2,718.00
1501	ENGLISH OP MAN & DECALS	1	\$ 0.00	\$ 0.00
1741	LESS JDLINK	1	\$ 0.00	\$ 0.00
2645	WIDE ZIG ZAG 15.8" 400MM TRK	1	\$ 1,667.00	\$ 1,667.00
4001	2" SEAT BELT W/SHOULDERSTRAP	1	\$ 217.00	\$ 217.00
6006	AIR RIDE SEAT (CLOTH W HEAT)	1	\$ 639.00	\$ 639.00
8042	REAR VIEW CAMERA	1	\$ 869.00	\$ 869.00
8300	CTRWGT STACK SINGLE SET	1	\$ 383.00	\$ 383.00
8370	HD REAR GRILLE	1	\$ 497.00	\$ 497.00
8380	FOOTREST WITH FLOORMAT	1	\$ 147.00	\$ 147.00
9052	HD 78 IN CONST BUCKET W EDGE	1	\$ 1,530.00	\$ 1,530.00
<b>Standard Options Total</b>				<b>\$ 20,906.00</b>
<b>Dealer Attachments</b>				
BYT10048	Beacon Light Kit (Cab Only) installed	1	\$ 329.00	\$ 329.00
BYT10168	Boom mounted mirrors	1	\$ 100.00	\$ 100.00
<b>Dealer Attachments Total</b>				<b>\$ 429.00</b>
<b>Value Added Services</b>				
	Customer Delivery Charge - CCE & 5 Series	1	\$ 150.00	\$ 150.00
<b>Value Added Services Total</b>				<b>\$ 150.00</b>
<b>Other Charges</b>				
	Freight	1	\$ 1,200.00	\$ 1,200.00
	Setup	1	\$ 555.00	\$ 555.00
<b>Other Charges Total</b>				<b>\$ 1,755.00</b>
<b>Suggested Price</b>				<b>\$ 86,326.00</b>
<b>Customer Discounts</b>				
<b>Customer Discounts Total</b>			<b>\$ -30,391.46</b>	<b>\$ -30,391.46</b>
<b>Total Selling Price</b>				<b>\$ 55,934.54</b>



# Trade In

Quote Id: 24087470

Customer: OAK BROOK PARK DISTRICT

2011 NEW HOLLAND L220 SN# NBM436029	
Machine Details	
Description	Net Trade Value
2011 NEW HOLLAND L220	\$ 12,000.00
SN# NBM436029	
Your Trade In Description	
Additional Options	
Hour Meter Reading	2372
Total	\$ 12,000.00



## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ASPHALT REPLACEMENT BID**

**AGENDA No.: 10 D**

**MEETING DATE: MAY 17, 2021**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

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

The asphalt pavement in several parking lot areas and driveways/roadways at Central Park, as well as a walking trail in the north dry-bottom detention basin at Saddle Brook Park are in need of pavement replacement in specific areas that are showing moderate to substantial deterioration. The project scope at Central Park will include milling and overlaying sections of pavement that have been identified and replacing with new pavement at a thickness of 2.5 inches. The project scope at Saddle Brook Park includes replacement of the existing walking trail pavement with 3 inches of asphalt.

Unit pricing will also be requested for additional undercutting, stone base replacement, and extra patching/paving.

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

The bid packet will be available on May 19th and will be opened on June 8th. The budget for this project is \$95,000

**Action Proposed:**

For review and discussion only.



## 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 2021 – 2022. (\*\* Requires Waiving the Board Rules to Approve at this meeting.)**

**AGENDA No.: 10 E**

**MEETING DATE: MAY 17, 2021**

**STAFF REVIEW:**

Deputy Director, Dave Thommes:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

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

The Intergovernmental Agreement between the Oak Brook Park District and District #53 is due for renewal. Staff is reviewing the agreement and only a minor change is anticipated. Park District staff and School District are exploring the option of a three-year agreement with their respective boards and attorneys.

**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 2021 – 2022 school year.

Staff is respectfully requesting the Board to waive the Board Rules to approve the renewal of this agreement at this meeting so that the School District may sign the agreement before the end of the current school year.

**ACTION PROPOSED:**

Motion and a second to waive the Board Rules to approve at this meeting the 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 2021 – 2022.

Motion and a second to approve at this meeting the 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 2021 – 2022.



**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 18<sup>th</sup> day of May, 2021 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 2021/2022 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: \_\_\_\_\_  
Dr. Sanjay Rao, Its President

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

Attest: \_\_\_\_\_  
Craig Donnelly, Its Secretary

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





## Oak Brook Park District

### BOARD MEETING

#### AGENDA ITEM –HISTORY/COMMENTARY

**ITEM TITLE: ORDINANCE 21-0621: AN ORDINANCE  
DECLARING SURPLUS PERSONAL PROPERTY AND  
AUTHORIZING CONVEYANCE OF SALE THEREOF.**

**AGENDA No.: 10 F**

**MEETING DATE: MAY 17, 2021**

**STAFF REVIEW:**

Director of Parks and Planning, Bob Johnson:

**RECOMMENDED FOR BOARD ACTION:**

Executive Director, Laure Kosey:

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

Items that have been recently identified as surplus property are listed in the attached ordinance 21-0621

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

The Park District is preparing to purchase a 2021 John Deere compact track loader (skid steer) to replace a 2011 New Holland skid steer, currently in the Park District's equipment fleet. That piece of equipment will be traded in upon purchase of the new compact track loader, and the trade-in value deducted from the purchase price of the new machine.

**ACTION PROPOSED:**

For review and discussion only.

**ORDINANCE NO. 21-0621**  
**AN ORDINANCE DECLARING**  
**SURPLUS PERSONAL PROPERTY AND**  
**AUTHORIZING CONVEYANCE OR SALE THEREOF**

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

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

Property					
Equipment Type	Make	Model	Quantity	Reason for Surplus	Method of Disposal
Skid Steer	2011 New Holland	L220	1	The 2011 New Holland Skid Steer has reached the end-of-life expectancy of such equipment, having been in operation for 10 years.	Skid steer will be utilized for “trade in” value towards the purchase of the 2021 Compact Track Skid Loader.

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

**WHEREAS**, the District’s staff has recommended for the District to achieve the best value by utilizing the Property’s trade-in value towards the purchase of the 2021 Compact Track Skid Loader, with such purchase through the Sourcewell Cooperative Purchasing Group, an authorized entity established to competitively award cooperative purchasing contracts on behalf of itself and

its participating agencies, and by AHW, LLC, 559 S. Main Street, Elburn, IL 60119, the awarded contractor accepting the Property for its trade-in value towards the purchase of the 2021 Compact Track Skid Loader; and

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

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

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

**Section 2:** The Board hereby authorizes:

a) The sale of the Property by trade-in towards the purchase of the 2021 Compact Track Skid Loader, through the Sourcewell Cooperative Purchasing Group, an authorized entity established to competitively award cooperative purchasing contracts on behalf of itself and its participating agencies, and by AHW, LLC, 559 S. Main Street, Elburn, IL 60119, the awarded contractor accepting the Property for its trade-in value towards the purchase of the 2021 Compact Track Skid Loader.

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

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

**PASSED AND APPROVED THIS 21st DAY OF JUNE, 2021.**

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

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

**OAK BROOK PARK DISTRICT**

By: \_\_\_\_\_  
President

ATTEST:

By: \_\_\_\_\_  
Secretary