



## February 16, 2026 Board Meeting Follow Up: Clarifying Information

### Agenda Item 4c (i): Warrant 705

- Total legal expenses for Solar Project - \$8,836.00

### Agenda Item 8a: Market-based Salary Range Adjustment

• HR Source is a well-know, reputable association serving more than 1,200 employers. The methodology of 75% parks and recreation and 25% for-profit data split was recommended based upon the recruitment and hiring data of the District. For context, January 2024-present, only 50% of our full-time hires came from park districts, and 35% have come from the private sector for their previous job. The other 15% is a mix of non-profit and school systems. While parks and recreation experience is valuable, several of our positions draw from professional fields and require specialized degrees, certifications, and technical training.

### Agenda Item 8c: Annual Operating Transfers

- The transfers were first presented at the February 24, 2025 special budget workshop. They were finalized and presented to the Board at the March 17, 2025 Board meeting.
- These operating transfers are a necessary component of the adopted Fiscal Year 2025/2026 budget to fund capital improvement projects previously approved by the Board.

### Fund Balances and Reserves Policy

- The District's fund balance and net position policy establishes minimum and maximum target levels for projected end of year balances. For the General Fund, unrestricted fund balance targets range from no less than three months and no more than nine months of expenditures.
- While fund balances are monitored monthly and reported regularly to the Board, formal compliance with policy is assessed as of the fiscal year ending April 30.

### Agenda Item 8d: Travel Reimbursement for Commissioner Attendance at the 2026 IAPD/IPRA Annual Conference, January 29 - 31, 2026

- *Administrative Policies & Procedures Manual 1.6*: The Board recognizes that continuing education results in improved public service, greater cost effectiveness in park and facility maintenance, and more efficient delivery of recreation services. Commissioners are encouraged to attend continuing education programs provided by

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)





the Illinois Association of Park Districts (IAPD), Illinois Park and Recreation Association (IPRA), and the National Recreation and Park Association (NRPA).

- *Personnel Policy Manual 3.7*: Employees are encouraged to continue their professional education/development to improve their skills by attending professional conferences, workshops, seminars, tradeshow, networking meetings, and team building outings, and by obtaining professional certifications.
- Employee and Commissioners' Reimbursable Expenses for Travel, Meals, and Lodging should be in accordance with the *Local Government Travel Expense Control Act*, 50 ILCS 150/1 et seq. and the Park District's *Ordinance No. 17-0116 Regulating Travel, Meal and Lodging Expenses*.

### Rules of the Board of Park Commissioners:

#### *Administrative Policy and Procedures 1.1 (III):*

- Commissioners may speak with vendors in exhibit halls, communicate with staff, and network with other commissioners while attending conferences, training, or professional development events. Sharing resources is encouraged.
- Any questions or concerns related to contracts, vendors, advertisers, staff, residents, or other matters connected to a commissioner's duties must be directed to the Executive Director.
- Commissioners are expected to work through the Executive Director to obtain information or resolve issues.
- Commissioners should not directly contact vendors, advertisers, or staff without the knowledge of the Executive Director.
- This protocol protects both the Commissioner and the Park District and ensures proper governance and operational clarity.

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)

