



AGENDA
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
March 19, 2018 – 6:30 p.m.
Canterberry Room

1. REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL
 - a. Approval by a majority of the Commissioners present to allow Commissioner Carson to attend the meeting by audio conference, as she is unable to physically attend because of a family or other emergency as provided in section I-G-1 of the Board Rules.
2. OPEN FORUM
3. CONSENT AGENDA
 - a. APPROVAL OF MARCH 19, 2018 AGENDA
 - b. APPROVAL OF MINUTES
 - i. February 19, 2018 Regular Meeting Minutes
 - ii. February 19, 2018 Special Meeting Minutes
 - c. APPROVAL OF FINANCIAL STATEMENT ENDING February 28, 2018
 - i. Approval of Warrant No. 609
4. COMMUNICATIONS/PROCLAMATIONS
 - a. Board of Commissioners to share communications
 - b. Jim Belden, Demand Response Presentation
5. STAFF RECOGNITION
 - a. None
6. REPORTS:
 - a. Administrative, IT, and Marketing Report
 - b. Finance & Human Resources Report
 - c. Recreation & Facilities Report
 - d. Parks & Planning Report





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7. UNFINISHED BUSINESS

- a. Turf Grass Mowing Bid
- b. Resolution 18-0319: A Resolution Authorizing and Approving Change Orders Involving an Increase in the Contract of \$10,000 Or More for the Family Locker Room Project
- c. Electric Vehicle Charging Stations

8. NEW BUSINESS

- a. Budget for Fiscal Year 2018 - 2019
The tentative Budget and Appropriation Ordinance 18-0416 for Fiscal Year May 1, 2018 – April 30, 2019 has been placed on public display for thirty days following the publication notice in the Doings – Oak Brook Newspaper on March 15, 2018. The Budget and Appropriation Ordinance encompasses all previous reviews by the Board of Commissioners. The Public Hearing is scheduled to occur at the April 16, 2018 regular meeting of the Board of Commissioners for the purpose of receiving public comment on the Budget and Appropriation Ordinance. A Legal Notice of the Public Hearing will be published in the Doings – Oak Brook Newspaper on April 5, 2018.
- b. Ordinance 18-0417: An Ordinance For Transferring Anticipated Unexpended Funds From Certain Appropriation Items To Other Items Of Appropriation
- c. Amendment and Renewal of the Intergovernmental Agreement Dated March 10, 2008 by and between the Board of Education of Butler School District # 53, the Oak Brook Park District and the LaGrange Area Department of Special Education for a Cooperative Preschool Program at The Oak Brook Park District Recreation Center for School Year 2018- 2019
- d. Renewal of the Intergovernmental Agreement Dated January 18, 2016, By and Between The Board Of Education Of Butler School District #53 And The Oak Brook Park District For A Before And After School Program At Brook Forest Elementary School for School Year 2018-2019
- e. Bid for Apparel Screen Printing and Embroidery
- f. Ordinance 18-0418: Supplemental Appropriation Ordinance of the Oak Brook Park District for the Fiscal Year Beginning May 1, 2017 and Ending April 30, 2018
- g. Intergovernmental Agreement Between County of DuPage, Illinois And The Oak Brook Park District For The Central Park BMP Water Quality Improvement Project

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON April 16, 2018, 6:30 p.m.

10. ADJOURNMENT





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BOARD OF COMMISSIONERS
March 19, 2018 – 6:30 p.m.
Canterberry Room

1. **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.]

*Request a Motion and a Second to allow Commissioner Carson to attend the meeting by audio conference, as she is unable to physically attend because of a family or other emergency as provided in section I-G-1 of the Board Rules. **Roll Call Vote***
 - a. Approval by a majority of the Commissioners present to allow Commissioner Carson to attend the meeting by audio conference, as she is unable to physically attend because of a family or other emergency as provided in section I-G-1 of the Board Rules.
2. **OPEN FORUM** *[Ask whether there are any public comments under “Open Forum.” If necessary, the President may advise speakers to observe the rules set forth in Section 1.1VII B of the Rules of the Board of Park Commissioners.]*
3. **CONSENT AGENDA** *[Request a motion (and second) to approve taking a Single Omnibus Vote on the Consent Agenda, as Presented. **Roll Call Vote—VOTE MUST BE UNANIMOUS.***

*Then ask for a motion (and second) to approve the Consent Agenda, as presented. **Roll Call Vote...**]*
 - a. **APPROVAL OF MARCH 19, 2018 AGENDA**
 - b. **APPROVAL OF MINUTES**
 - i. February 19, 2018 Regular Meeting Minutes
 - ii. February 19, 2018 Special Meeting Minutes
 - c. **APPROVAL OF FINANCIAL STATEMENT ENDING February 28, 2018**
 - i. Approval of Warrant No. 609
4. **COMMUNICATIONS/PROCLAMATIONS** *[Discussion Only]*
 - a. Board of Commissioners to share communications
 - b. Jim Belden, Demand Response Presentation
5. **STAFF RECOGNITION**
 - a. None





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REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
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6. **REPORTS:** *[Discussion Only]*
 - a. Administrative, IT, and Marketing Report
 - b. Finance & Human Resources Report
 - c. Recreation & Facilities Report
 - d. Parks & Planning Report

7. **UNFINISHED BUSINESS**
 - a. Turf Grass Mowing Bid *[Request a motion and a second to accept the bid from, and approve an agreement with, Classic Landscape, Ltf. For Turf Mowing Services and Hand Weeding, for a total contract price not-to-exceed \$54,000. Roll Call Vote...]*
 - b. Resolution 18-0319: A Resolution Authorizing and Approving Change Orders Involving an Increase in the Contract of \$10,000 Or More for the Family Locker Room Project *[Request a motion and a second to approve Resolution 18-0319: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000.00 or More for the Family Locker Room Project. Roll Call Vote...]*
 - c. Electric Vehicle Charging Stations *[Request a motion and a second to accept the proposal from Kapital Electric, Inc. for the Installation of Electric Vehicle Charging Stations Pending the Completion of a Letter of Intent Agreement between the Oak Brook Park District and Tesla, Inc. Roll Call Vote...]*

8. **NEW BUSINESS** *[For Review and Discussion Only]*
 - a. Budget for Fiscal Year 2018 - 2019
The tentative Budget and Appropriation Ordinance 18-0416 for Fiscal Year May 1, 2018 – April 30, 2019 has been placed on public display for thirty days following the publication notice in the Doings – Oak Brook Newspaper on March 15, 2018. The Budget and Appropriation Ordinance encompasses all previous reviews by the Board of Commissioners. The Public Hearing is scheduled to occur at the April 16, 2018 regular meeting of the Board of Commissioners for the purpose of receiving public comment on the Budget and Appropriation Ordinance. A Legal Notice of the Public Hearing will be published in the Doings – Oak Brook Newspaper on April 5, 2018.
 - b. Ordinance 18-0417: An Ordinance For Transferring Anticipated Unexpended Funds From Certain Appropriation Items To Other Items Of Appropriation
 - c. Amendment and Renewal of the Intergovernmental Agreement Dated March 10, 2008 by and between the Board of Education of Butler School District # 53, the Oak Brook Park District and the LaGrange Area Department of Special Education for a Cooperative Preschool Program at The Oak Brook Park District Recreation Center for School Year 2018- 2019





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- d. Renewal of the Intergovernmental Agreement Dated January 18, 2016, By and Between The Board Of Education Of Butler School District #53 And The Oak Brook Park District For A Before And After School Program At Brook Forest Elementary School for School Year 2018-2019
 - e. Bid for Apparel Screen Printing and Embroidery
 - f. Ordinance 18-0418: Supplemental Appropriation Ordinance of the Oak Brook Park District for the Fiscal Year Beginning May 1, 2017 and Ending April 30, 2018
 - g. Intergovernmental Agreement Between County of DuPage, Illinois and the Oak Brook Park District for the Central Park BMP Water Quality Improvement Project
9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON April 16, 2018, 6:30 p.m. *[Announce the next regular Board Meeting of the Oak Brook Park District Board of Park Commissioners will be held on April 16, 2018, 6:30 p.m.]*
10. ADJOURNMENT *[Request a motion and a second to adjourn the March 19, 2018 regular meeting. **Voice Vote** – “All in favor...”]*



**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
February 19, 2018 – 6:30 p.m.
Canterberry Room**

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

President Knitter called the Regular Meeting to order at 6:31 p.m.in the Recreation Center’s Canterberry Room. Commissioners Truedson, Carson, Trombetta, and President Knitter answered “present.” Commissioner Tan was absent. Also present were Laure Kosey, Executive Director, Marco Salinas, Chief Financial Officer, Dave Thommes, Director of Recreation and Facilities, and Bob Johnson, Director of Parks and Planning.

2. OPEN FORUM

President Knitter invited members of the audience to make public comments.

There were no public comments.

3. CONSENT AGENDA

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

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve the February 19, 2018, Consent Agenda.

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

a. APPROVAL OF FEBRUARY 19, 2018 AGENDA

b. APPROVAL OF MINUTES

i. January 15, 2018 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING January 31, 2018

i. Approval of Warrant No. 608

4. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications

President Knitter asked the Board members if they had any communications.

There were no shared communications.

5. STAFF RECOGNITION

- a. Greg Wooley, Graphic Designer, recipient of the Rising Star Award from the Communications and Marketing Section of the Illinois Parks and Recreation Association.

Jessica Cannaday, Marketing and Communications Manager, was present and said the Park District is very lucky to have the very talented, very humble, Mr. Wooley on staff.

A picture was taken with President Knitter and Mr. Wooley and the Board congratulated Mr. Wooley on his accomplishments.

6. REPORTS:

- a. Administrative, IT, and Marketing Report

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

President Knitter asked how the new website is being received by users of the Park District.

Ms. Kosey said that staff is making minor adjustments and expect to do so for the next six months or so, which is typical with a new website.

It was also noted that approximately 58% of registrations are completed on-line with only preschool still requiring in-person registration.

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

- b. Finance & Human Resources Report

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

Mr. Salinas said purchase orders are now being completed electronically rather than by hand which allows for much better tracking of spending.

Commissioner Trombetta asked when the Park District can expect the payment from the Village for the Park District's upcoming pool management services.

Mr. Salinas said the \$255,000 payment was received last week and was recorded as deferred revenue.

There were no further questions regarding Mr. Salinas' report.

c. Recreation & Facilities Report

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

Mr. Thommes said he and his staff are currently closing out the Family Locker room project and should be done by March.

Mr. Thommes said a Hockey Day in America event was recently held in an effort to promote the ice rink. He said only about twelve people signed up with half that many attending the event.

Mr. Thommes said the Choose to Lose program continues and is going well.

President Knitter said she is concerned about swim lessons. She said she knows there is a lot more competition, but that staff needs to dive deeper into finding out the reasons why patrons have left so that improvements to the programming can be made.

Mr. Thommes agreed and said the issue deserves a lot more thought and that hopefully we can improve participation.

There were no further questions regarding Mr. Thommes' report.

d. Parks & Planning Report

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

Mr. Johnson said staff has done a great job with snow removal and will begin spring clean-up work in the next few weeks.

Mr. Johnson noted that he will soon be going out to bid for turf maintenance services. This issue will be discussed under New Business later in the meeting.

Mr. Johnson asked the Board for their input on the possibility of offering electric car charging stations in Central Park. He said it is his recommendation that if the Board decides to move forward with offering these charging stations, the Park District should participate in a program that allows the purchase of the chargers at special rate. He noted that the Board must decide whether it is comfortable providing this service for free.

Commissioner Trombetta asked staff to address the high humidity problem in Studio B. He said several years ago when the first splash pad was built, an exterior door was removed which seems to have caused this humidity problem. Ms. Kosey said staff will look into the matter.

There were no further questions regarding Mr. Johnson's report

7. UNFINISHED BUSINESS

- a. Ordinance 18-0219: An Ordinance Transferring Funds from the Corporate Fund to the Capital Projects Fund

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve Ordinance 18-0219: An Ordinance transferring funds from the corporate fund to the Capital Projects Fund.

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

- b. Ordinance No.18-0220: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

Motion: Commissioner Trombetta, made a motion, seconded by Commissioner Truedson, to approve Ordinance No. 18-0220: An Ordinance authorizing the destruction of verbatim record for certain closed meetings.

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

- c. Resolution 18-0221: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2017

Motion: Commissioner Truedson, made a motion, seconded by Commissioner Trombetta, to approve Resolution 18-0221: A Resolution regarding the review of minutes for closed meetings from January 1989, through December 31, 2017.

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

- d. Market Based Salary Range Adjustments

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to adopt the market-based salary range adjustments as presented in the attached schedule.

Commissioner Truedson asked for further clarification regarding this matter.

Ms. Kosey said this recommendation is for a 1.5%-2.0% increase in salary ranges; not salary increases.

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

- e. Resolution 18-0118: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price Of \$10,000.00 Or More For the Tennis Center HVAC Project

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to approve Resolution 18-0118: A Resolution authorizing and approving a change order involving an increase in the contract price of \$10,000.00 or more for the Tennis Center HVAC Project.

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

- f. Electric Vehicle Charging Stations (This topic is tabled for the March 19, 2018 Board Meeting.)

This topic was tabled for the March 19, 2018 Board Meeting.

- g. Ordinance No. 18-0222: An Ordinance Authorizing and Providing for an Installment Purchase Agreement, The Issuance of an Aggregate \$500,000 Debt Certificates, Series 2018, By and For the Oak Brook Park District, DuPage and Cook Counties, IL Motion:

Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve Ordinance No. 18-0222: An Ordinance authorizing and providing for an installment purchase agreement, the issuance of an aggregate \$500,000 debt certificates, series 2018, by and for the Oak Brook Park District, DuPage and Cook Counties, Illinois.

Commissioner Trombetta asked Mr. Salinas to clarify this ordinance.

Mr. Salinas said it is for the Universal Playground project which will cost just under \$800,000. He said based on prior open meeting discussions, staff researched funding options and determined that of the three proposals received, the one from Wintrust had the best terms. He said their proposal requires that a depository account be opened to receive the 3.25% interest rate on the debt. The depository account will be funded with \$250,000 which will earn interest and be used toward the project.

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

8. NEW BUSINESS

a. Turf Grass Mowing Bid

This matter was presented for discussion only.

Mr. Johnson said we are currently in the bidding process and have included in the bid specifications an alternate for weeding on an "as needed basis" if we choose. He said the current vendor is providing average quality of work, but the current agreement can no longer be extended, as it has been extended twice before.

b. Resolution 18-0319: A Resolution Authorizing and Approving Change Orders Involving an Increase in the Contract of \$10,000 Or More for the Family Locker Room Project

This matter was presented for discussion only.

There were no questions or comment regarding this matter.

9. THE NEXT SPECIAL MEETING OF THE OAK BROOK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD IMMEDIATELY FOLLOWING THIS MEETING.

President Knitter announced that the next Special Board Meeting of the Oak Brook Park District Board of Park Commissioners will be held after a ten-minute recess of this meeting.

10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON March 19, 2018, 6:30 p.m.

President Knitter announced the next regular Board Meeting of the Oak Brook Park District Board of Park Commissioners will be held on March 19, 2018, 6:30 p.m.

11. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to adjourn at the hour of 6:59 p.m.

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

Laure L. Kosey, Executive Director

**MINUTES OF THE SPECIAL MEETING
OF THE
OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS
February 19, 2018**

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

President Knitter called the Special Meeting to order at 7:01 p.m.in the Recreation Center's Canterbury Room. Commissioners Truedson, Carson, Trombetta, and President Knitter answered "present." Commissioner Tan was absent. Also present were Laure Kosey, Executive Director, Marco Salinas, Chief Financial Officer, Dave Thommes, Director of Recreation and Facilities, and Bob Johnson, Director of Parks and Planning.

2) APPROVAL OF THE FEBRUARY 19, 2018 AGENDA OF THE SPECIAL MEETING

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

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

Ayes: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

3) OPEN FORUM

President Knitter invited members of the audience to make public comments.

There were no public comments.

4) COMMUNICATIONS

a) Commissioners to share communications

President Knitter asked the board members if they had any communications.

There were no comments.

5) UNFINISHED BUSINESS

a) None

6) NEW BUSINESS

a) Discussion of the Fiscal Year 2018 – 2019 Budget of the Oak Brook Park District

Marco Salinas conducted a budget presentation, and all materials he presented can be found in the Park District records.

President Knitter suggested keeping a separate accounting for sponsorships.

Mr. Salinas said he anticipates a healthy 1.8-million-dollar fund balance.

Regarding the planned turf replacement project slated for 2019/20, President Knitter suggested looking for grants now because the application process takes a long time.

Commissioner Truedson commended Mr. Salinas for now including depreciation in the budget. He said depreciation gives a much more accurate fund balance.

Mr. Salinas said most of the deficits within the budget are related to investing in capital projects which is a good thing and noted that these expenditures can always be scaled back.

President Knitter asked Mr. Salinas what fund makes him the most uncomfortable.

Mr. Salinas said the Sports Core management fund because at this point, it is an unknown with no history for comparison. Otherwise, he said he has no concerns other than keeping an eye on capital investments.

President Knitter said after next year the Park District should take a pause in its capital projects spending for evaluation.

Commissioner Trombetta asked for clarification on the baseball field project.

Ms. Kosey said the new ball fields and playground will be completed during the 2018/19 budget year, but the building at the ball fields will come later via fundraising.

Ms. Kosey said the budget is very similar to last year's budget with the most notable changes being additional funds that were allocated for a 10% increase in healthcare and 4% in merit increases. She also said she would like to budget but not fill (at this time) two new positions: Deputy Director and Superintendent of Recreation. She said the Deputy Director position would be open to outside applicants but noted that if filled by Mr. Thommes, it would give him the opportunity to learn as much as possible about the Park District so that he would be qualified to fill the Executive Director position in any necessary interim situation. She said the position for Superintendent of Recreation position would also be open to outside applicants and that Karen Spandikow would be considered to fill this position.

There was no further discussion regarding the proposed budget.

7) THE NEXT REGULAR MEETING WILL BE HELD ON March 19, 2018, 6:30 p.m.

President Knitter announced the next regular Board Meeting of the Oak Brook Park District Board of Park Commissioners will be held on March 19, 2018, 6:30 p.m.

8) ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to adjourn at the hour of 7:33 p.m.

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

Laure L. Kosey, Executive Director

Oak Brook Park District
General Fund Revenue and Expenditure Summary - Unaudited
Fiscal Year-to-Date Activity through February 28, 2018 and 2017
83.33% completed (10 out of 12 months)

	Fiscal Year 2017/2018- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	February 2018 Actual	Year-To-Date Actual (10 Months)	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual + Encumbered as a % of Original Annual Budget	Fiscal Year 2016/2017 Year-To-Date Actual	2017/2018 Y-T-D Actual Higher/ (Lower) than 2016/2017	Percent Change
REVENUES									
Administration									
Property Taxes	\$ 1,528,000	\$ 128	\$ 1,504,734	\$ -	\$ 1,504,734	98.5%	\$ 1,457,760	\$ 46,974	3.2%
Personal Property Repl. Taxes	95,000	-	69,211	-	69,211	72.9%	69,023	188	0.3%
Investment Income	10,000	871	8,972	-	8,972	89.7%	7,380	1,592	21.6%
Other	3,000	218	2,864	-	2,864	95.5%	2,647	217	8.2%
Central Park	97,000	205	102,533	-	102,533	105.7%	78,638	23,895	30.4%
Dean Property	-	1,500	3,750	-	3,750	N/A	3,000	750	25.0%
Building-Recreation Center	987,062	42,865	720,985	-	720,985	73.0%	757,300	(36,315)	-4.8%
Central Park West	79,750	2,014	63,131	-	63,131	79.2%	77,616	(14,485)	-18.7%
TOTAL REVENUES	\$ 2,799,812	\$ 47,800	\$ 2,476,179	\$ -	\$ 2,476,179	88.4%	\$ 2,453,364	\$ 22,816	0.9%
EXPENDITURES									
Administration	\$ 932,503	\$ 59,609	\$ 657,819	\$ 1,073	\$ 658,892	70.7%	\$ 650,712	\$ 7,107	1.1%
Central Park	608,519	43,594	465,774	5,865	471,639	77.5%	478,519	(12,745)	-2.7%
Saddlebrook Park	17,870	-	11,116	-	11,116	62.2%	6,875	4,241	61.7%
Forest Glen Park	28,631	52	17,684	-	17,684	61.8%	19,579	(1,896)	-9.7%
Chillem Park	7,465	-	5,628	-	5,628	75.4%	2,748	2,880	104.8%
Dean Property	13,948	34	10,029	-	10,029	71.9%	8,451	1,578	18.7%
Professional Services	81,200	9,105	26,403	1,059	27,461	33.8%	68,915	(42,512)	-61.7%
Contracts- Maintenance DNS	37,000	-	13,249	-	13,249	35.8%	29,498	(16,248)	-55.1%
Building-Recreation Center	964,376	66,109	667,959	3,702	671,661	69.6%	675,340	(7,382)	-1.1%
Central Park West	63,214	2,351	28,170	224	28,394	44.9%	30,638	(2,468)	-8.1%
TOTAL EXPENDITURES	\$ 2,754,726	\$ 180,854	\$ 1,903,830	\$ 11,923	\$ 1,915,753	69.5%	\$ 1,971,275	\$ (67,445)	-3.4%
TRANSFERS OUT	\$ 410,000	\$ 410,000	\$ 410,000	\$ -	\$ 410,000	100.0%	\$ 285,000	\$ 125,000	N/A
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 3,164,726	\$ 590,854	\$ 2,313,830	\$ 11,923	\$ 2,325,753	73.5%	\$ 2,256,275	\$ 57,555	2.6%
REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS OUT	\$ (364,914)	\$ (543,054)	\$ 162,349	\$ (11,923)	\$ 150,426	-41.2%	\$ 197,088	\$ (34,739)	-17.6%

Note> Fiscal year 2017/2018 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/- 10.00% or greater.

Oak Brook Park District
Recreation Fund Revenue and Expenditure Summary - Unaudited
Fiscal Year-to-Date Activity through February 28, 2018 and 2017
83.33% completed (10 out of 12 months)

	Fiscal Year 2017/2018- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	February 2018 Actual	Year-To-Date Actual (10 Months)	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual + Encumbered as a % of Original Annual Budget	Fiscal Year 2016/2017 Year-To-Date Actual	2017/2018 Y-T-D Actual Higher/ (Lower) than 2016/2017	Percent Change
REVENUES									
Administration									
Property Taxes	\$ 894,000	\$ 73	\$ 879,564	\$ -	\$ 879,564	98.4%	\$ 828,781	\$ 50,783	6.1%
Personal Property Repl. Taxes	32,000	-	21,789	-	21,789	68.1%	21,729	59	0.3%
Investment Income	12,000	1,205	12,646	-	12,646	105.4%	10,742	1,904	17.7%
Other	3,000	85	1,310	-	1,310	43.7%	1,481	(171)	-11.5%
Fitness Center	849,212	88,343	690,695	-	690,695	81.3%	675,359	15,336	2.3%
Aquatic Center	474,032	30,111	388,498	-	388,498	82.0%	409,602	(21,105)	-5.2%
Aquatic Recreation Programs	607,588	27,636	474,261	-	474,261	78.1%	556,593	(82,332)	-14.8%
Children's Programs	83,960	7,944	96,044	-	96,044	114.4%	76,411	19,633	25.7%
Preschool Programs	309,767	27,158	255,375	-	255,375	82.4%	259,334	(3,959)	-1.5%
Youth Programs	168,335	3,884	181,421	-	181,421	107.8%	175,750	5,671	3.2%
Adult Programs	53,890	1,353	49,860	-	49,860	92.5%	50,884	(1,025)	-2.0%
Pioneer Programs	169,850	3,672	80,099	-	80,099	47.2%	115,648	(35,549)	-30.7%
Special Events and Trips	91,765	240	74,713	-	74,713	81.4%	74,700	13	0.0%
Marketing	96,700	-	101,875	-	101,875	105.4%	25,757	76,118	295.5%
TOTAL REVENUES	\$ 3,846,099	\$ 191,705	\$ 3,308,148	\$ -	\$ 3,308,148	86.0%	\$ 3,282,772	\$ 25,377	0.8%
EXPENDITURES									
Administration	\$ 896,234	\$ 43,227	\$ 558,553	\$ 3,688	\$ 562,241	62.3%	\$ 563,773	\$ (5,219)	-0.9%
Fitness Center	695,987	36,929	496,393	2,736	499,129	71.3%	511,973	(15,580)	-3.0%
Aquatic Center	864,800	48,382	586,456	4,514	590,970	67.8%	622,127	(35,670)	-5.7%
Aquatic Recreation Programs	319,880	23,978	200,578	-	200,578	62.7%	237,857	(37,279)	-15.7%
Children's Programs	80,668	8,951	55,687	4,500	60,187	69.0%	52,938	2,750	5.2%
Preschool Programs	247,199	17,192	161,950	1,504	163,454	65.5%	175,875	(13,926)	-7.9%
Youth Programs	139,340	2,827	101,603	-	101,603	72.9%	101,156	447	0.4%
Adult Programs	49,351	2,467	31,936	-	31,936	64.7%	35,010	(3,074)	-8.8%
Pioneer Programs	166,191	315	63,613	679	64,292	38.3%	101,044	(37,431)	-37.0%
Special Events and Trips	91,430	424	61,305	-	61,305	67.1%	63,657	(2,353)	-3.7%
Marketing	333,851	15,543	224,199	3,646	227,845	67.2%	249,512	(25,313)	-10.1%
Capital Outlay	363,000	-	137,761	-	137,761	38.0%	189,848	(52,087)	-27.4%
TOTAL EXPENDITURES	\$ 4,247,931	\$ 200,237	\$ 2,680,036	\$ 21,267	\$ 2,701,303	63.1%	\$ 2,904,771	\$ (224,735)	-7.7%
REVENUES OVER (UNDER) EXPENDITURES	\$ (401,832)	\$ (8,532)	\$ 628,113	\$ (21,267)	\$ 606,846	-156.3%	\$ 378,001	\$ 250,112	66.2%

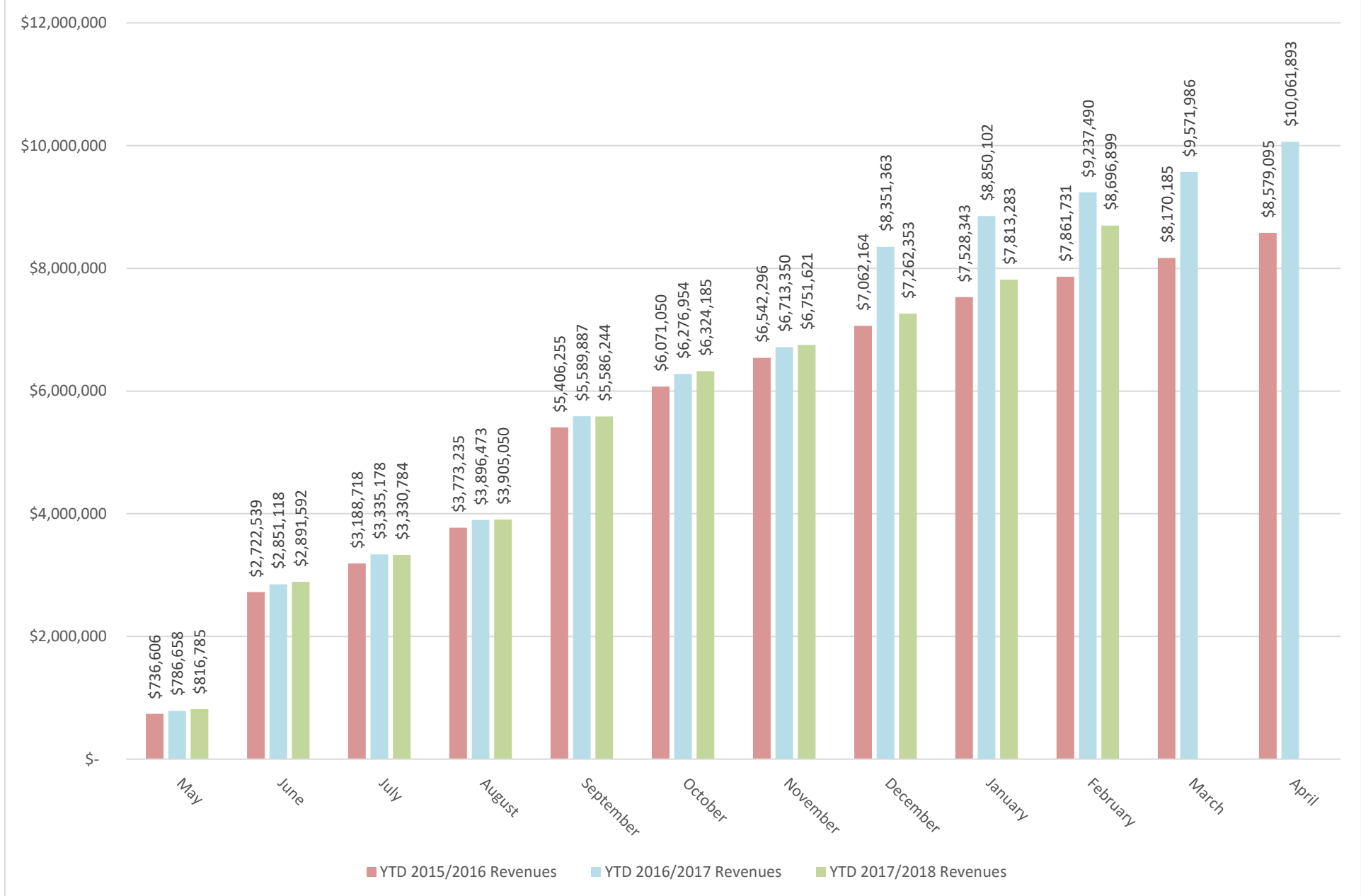
Note> Fiscal year 2017/2018 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/- 10.00% or greater.

Oak Brook Park District
Tennis Center (Recreational Facilities Fund) Revenue and Expense Summary - Unaudited
Fiscal Year-to-Date Activity through February 28, 2018 and 2017
83.33% completed (10 out of 12 months)

	Fiscal Year 2017/2018- Highlighted items reflect more than 8.33% variance						Highlighted items reflect more than 10% change		
	Original Annual Budget	February 2018 Actual	Year-To-Date Actual (10 Months)	Year-To-Date Encumbered	Year-To-Date Actual + Encumbered	Y-T-D Actual + Encumbered as a % of Original Annual Budget	Fiscal Year 2016/2017 Year-To-Date Actual	2017/2018 Y-T-D Actual Higher/ (Lower) than 2016/2017	Percent Change
REVENUES									
Administration	\$ 4,900	\$ 351	\$ 5,657	\$ -	\$ 5,657	115.4%	\$ 51,975	\$ (46,319)	-89.1%
Building- Racquet Club	1,700	-	550	-	550	32.3%	860	(310)	-36.0%
Programs- Racquet Club	1,457,500	165,621	1,480,229	-	1,480,229	101.6%	1,346,150	134,079	10.0%
TOTAL REVENUES	\$ 1,464,100	\$ 165,972	\$ 1,486,435	\$ -	\$ 1,486,435	101.5%	\$ 1,398,985	\$ 87,450	6.3%
EXPENSES									
Administration	\$ 710,040	\$ 39,939	\$ 431,149	\$ 4,286	\$ 435,435	60.7%	\$ 425,642	\$ 5,507	1.3%
Building- Racquet Club	366,920	28,977	195,362	2,000	197,362	53.2%	221,790	(26,428)	-11.9%
Programs- Racquet Club	490,371	45,281	390,676	-	390,676	79.7%	350,023	40,653	11.6%
Capital Outlay	495,000	73,416	449,398	-	449,398	90.8%	69,137	380,261	550.0%
TOTAL EXPENSES	\$ 2,062,331	\$ 187,613	\$ 1,466,585	\$ 6,286	\$ 1,472,872	71.1%	\$ 1,066,593	\$ 399,992	37.5%
REVENUES OVER (UNDER) EXPENSES	\$ (598,231)	\$ (21,641)	\$ 19,850	\$ (6,286)	\$ 13,563	-3.3%	\$ 332,391	\$ (312,542)	-94.0%

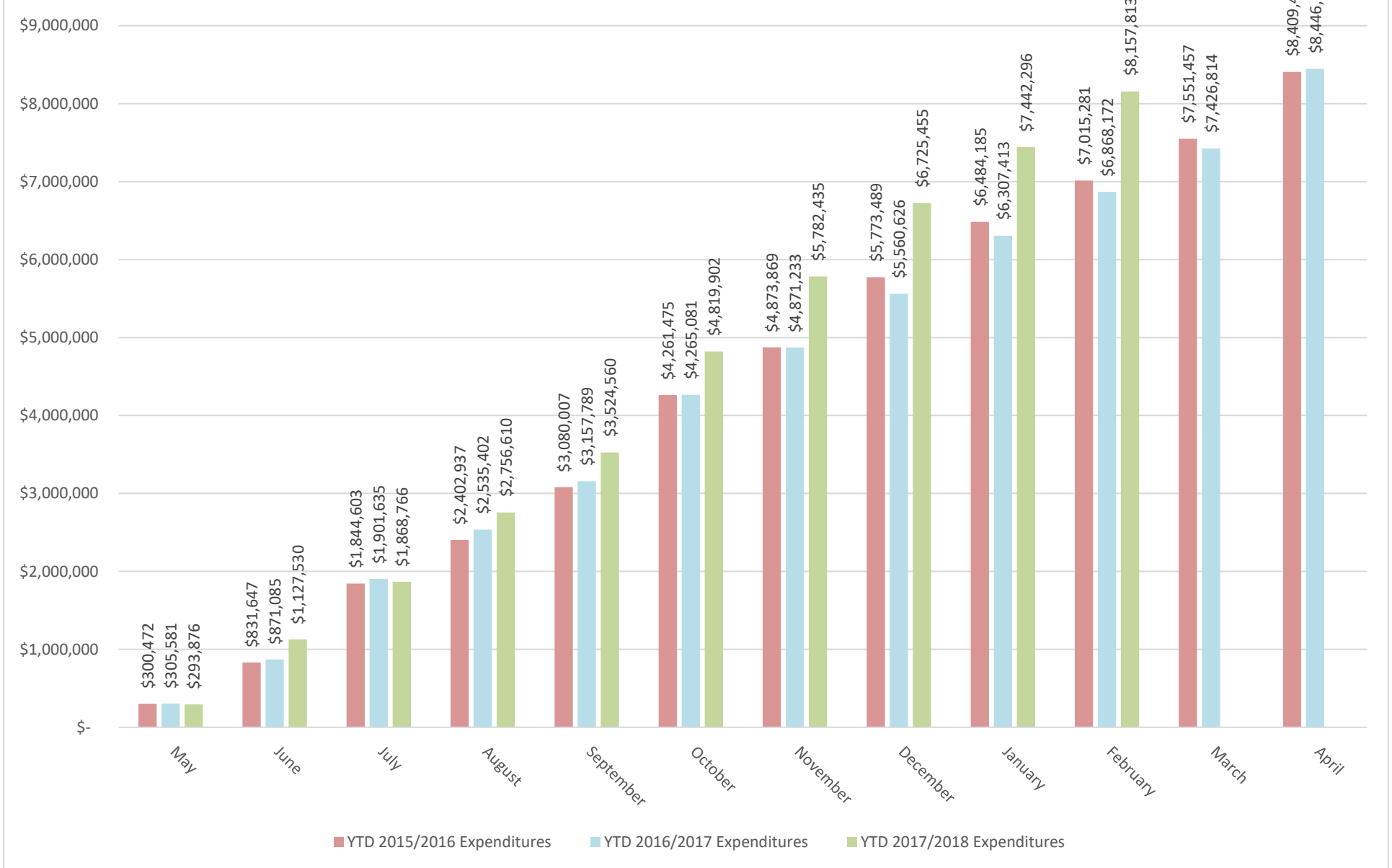
Note> Fiscal year 2017/2018 highlighted items reflect a variance of one month or greater (i.e. +/- 8.33%). When comparing current fiscal year to prior fiscal year, highlighted items reflect a variance of +/- 10.00% or greater.

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



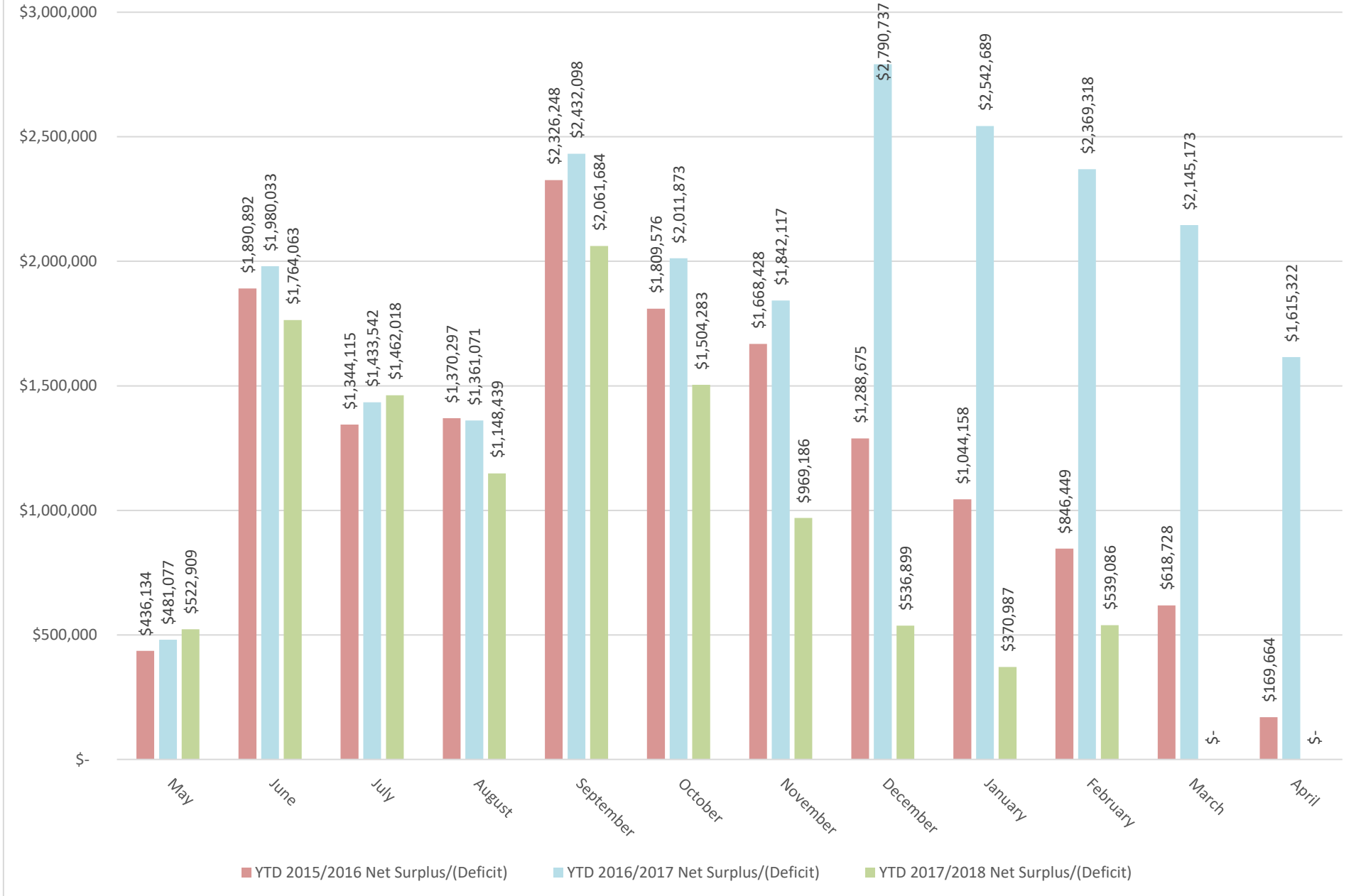
Note> In December 2016 the Park District recorded \$1,163,610 in bond proceeds in the Capital Projects Fund. This is the primary reason for the large increase in YTD revenues during FY 2016/2017. In February 2018 we recorded \$500,000 in debt certificate proceeds in the Capital Projects Fund. These proceeds will be used to pay for the universal playground to be installed at Central Park.

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



Note> During June 2017 the Park District recognized three payroll disbursements when compared to two disbursements in the prior year. This is the primary reason for the increased Y-T-D expenditures in June 2017 over the same period in 2016 and 2015. The increases in August through November 2017 are primarily driven by increased capital expenditures in our Capital Projects Fund (family locker room) and Tennis Center (HVAC upgrade, reflective ceiling).

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





OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENSE REPORT
FEBRUARY, 2018

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET
GENERAL CORPORATE FUND			
REVENUE	\$ 47,800	\$ 2,476,179	\$ 2,799,812
EXPENSES	\$ 590,854	\$ 2,313,830	\$ 3,164,726
SURPLUS/(DEFICIT)	\$ (543,054)	\$ 162,349	\$ (364,914)
RECREATION FUND			
REVENUE	\$ 191,705	\$ 3,308,148	\$ 3,846,100
EXPENSES	\$ 200,237	\$ 2,680,036	\$ 4,247,931
SURPLUS/(DEFICIT)	\$ (8,532)	\$ 628,113	\$ (401,831)
IMRF FUND			
REVENUE	\$ 72	\$ 179,801	\$ 185,750
EXPENSES	\$ 14,425	\$ 161,645	\$ 200,000
SURPLUS/(DEFICIT)	\$ (14,353)	\$ 18,155	\$ (14,250)
LIABILITY INSURANCE FUND			
REVENUE	\$ 35	\$ 58,981	\$ 60,250
EXPENSES	\$ 56,528	\$ 136,167	\$ 168,305
SURPLUS/(DEFICIT)	\$ (56,493)	\$ (77,186)	\$ (108,055)
AUDIT FUND			
REVENUE	\$ 19	\$ 14,247	\$ 14,130
EXPENSES	\$ -	\$ 13,013	\$ 27,850
SURPLUS/(DEFICIT)	\$ 19	\$ 1,235	\$ (13,720)
DEBT SERVICE FUND			
REVENUE	\$ 57	\$ 322,830	\$ 331,250
EXPENSES	\$ -	\$ 330,988	\$ 330,914
SURPLUS/(DEFICIT)	\$ 57	\$ (8,158)	\$ 336



OAK BROOK PARK DISTRICT
SUMMARIZED REVENUE & EXPENSE REPORT
FEBRUARY, 2018

FUND NAME	CURRENT MONTH ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET
RECREATIONAL FACILITIES FUND (TENNIS CENTER)			
REVENUE	\$ 165,972	\$ 1,486,435	\$ 1,464,100
EXPENSES	\$ 187,613	\$ 1,466,585	\$ 2,062,331
SURPLUS/(DEFICIT)	<u>\$ (21,641)</u>	<u>\$ 19,850</u>	<u>\$ (598,231)</u>
SPORTS CORE FUND			
REVENUE	\$ -	\$ -	\$ -
EXPENSES	\$ 448	\$ 448	\$ -
SURPLUS/(DEFICIT)	<u>\$ (448)</u>	<u>\$ (448)</u>	<u>\$ -</u>
SPECIAL RECREATION FUND			
REVENUE	\$ 16	\$ 95,235	\$ 117,750
EXPENSES	\$ 6,620	\$ 80,324	\$ 124,700
SURPLUS/(DEFICIT)	<u>\$ (6,604)</u>	<u>\$ 14,911</u>	<u>\$ (6,950)</u>
CAPITAL PROJECT FUND			
REVENUE	\$ 910,837	\$ 951,018	\$ 413,000
EXPENSES	\$ 73,215	\$ 1,209,577	\$ 2,352,884
SURPLUS/(DEFICIT)	<u>\$ 837,621</u>	<u>\$ (258,559)</u>	<u>\$ (1,939,884)</u>
SOCIAL SECURITY FUND			
REVENUE	\$ 61	\$ 236,981	\$ 247,700
EXPENSES	\$ 18,534	\$ 198,157	\$ 258,000
SURPLUS/(DEFICIT)	<u>\$ (18,472)</u>	<u>\$ 38,824</u>	<u>\$ (10,300)</u>
SUMMARY			
REVENUE	\$1,316,574	\$ 9,129,857	\$ 9,479,842
EXPENSES	\$1,148,473	\$ 8,590,771	\$ 12,937,640
SURPLUS/(DEFICIT)	<u>\$ 168,101</u>	<u>\$ 539,086</u>	<u>\$ (3,457,799)</u>

OAK BROOK PARK DISTRICT
CONSOLIDATED AGENCY TREASURER'S REPORT
FEBRUARY, 2018

		CONSOLIDATED
		TOTALS
REVENUES		
	Property Taxes	\$ 279
	Back Taxes	-
	Replacement Taxes	-
	Recreation Program Fees	209,633
	Rec/Fitness Center Fees	88,343
	Rec/Aquatic Center Fees	57,747
	FRC/Building Rental Fees	21,551
	Theme Party Rental Fees	2,496
	Recreation Center Fees	19,259
	CPW Building Rentals	1,574
	Field Rentals	205
	Interest	3,444
	Debt Certificate Proceeds	500,000
	Transfers	410,000
	Sponsorship	1,740
	Miscellaneous	302
	TOTAL- REVENUES	\$ 1,316,574
DISBURSEMENTS		
	Warrant No.609	\$ 977,537
	February Payroll	170,936
	TOTAL DISBURSEMENTS	\$ 1,148,473

**Oak Brook Park District
Consolidated Agency Balance Sheet
as of February 28, 2018**

ASSETS	Consolidated Totals
Current Assets	
Cash and Investments	\$ 7,395,644
Receivables - Net of Allowances	(1,406)
Property Taxes	3,231,741
Accounts	84
Due from Other Funds	325,490
Prepays	3,823
Inventories	16,707
Total Current Assets	\$ 10,972,084
Noncurrent Assets	
Capital Assets	
Nondepreciable	40,475
Depreciable	1,170,178
Accumulated Depreciation	-
Total Noncurrent Assets	1,210,653
Total Assets	12,182,737
DEFERRED OUTFLOWS OF RESOURCES	
Deferred Items-IMRF	95,047
Total Assets and Deferred outflows of Resources	12,277,784
LIABILITIES	
Accounts Payable	15,832
Accrued Payroll	16,502
Other Payables	1,126,622
Due To Other Funds	-
Compensated Absences Payable	116,830
Total Liabilities	1,275,786
Noncurrent Liabilities	
Compensated Absences Payable	6,200
Net Pension Liability - IMRF	162,214
Total Noncurrent Liabilities	168,414
Total Liabilities	1,444,200
DEFERRED INFLOWS OF RESOURCES	
Deferred Items - IMRF	21,693
Property Taxes	3,231,741
Total Liabilities and Deferred Inflows of Resources	4,697,635
FUND BALANCES	
Net Investment in Capital Assets	1,210,652
Nonspendable	3,375
Restricted	328,630
Committed	4,099,123
Unassigned	1,938,368
Total Fund Balances	7,580,148
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 12,277,784

OAK BROOK PARK DISTRICT						
INVESTMENTS AS OF FEBRUARY, 2018						
				AMOUNT	RATE	MATURITY
EVERGREEN BANK					0.75%	VARIES /MONEY MARKET
				\$ 6,015,820.85		
ILLINOIS FUNDS						
TENNIS CENTER				\$ 309,424.03		VARIES CHECKING A/C
EVERGREEN CREDIT CARD ACCOUNT				\$ 32,108.53		
TOTAL INVESTMENTS				\$ 6,357,353.41		



Oak Brook Park District
Capital Expenditures
As of February 28, 2018

DESCRIPTION	VENDOR	DB/CR	CAPITAL ASSET REPLACEMENT	FACILITY/PARK IMPROVEMENTS
Gabion Weir Engineering	Manhard Consulting Ltd	\$ 20,981.99	\$ -	\$ 20,981.99
Gabion Weir Replacement	IDNR	2,825.00		2,825.00
Gabion Weir->Plan Review	Kane Dupage Soil & Conservation	1,439.00		1,439.00
IT Security Camera	Sterling Network Int	6,247.00		6,247.00
IT Security Camera	P Drinkard	660.00		660.00
IT Security Camera	Shoe Me Cables	454.38		454.38
IT Security Camera - Outdoor	RPB & HP Photo	651.90		651.90
Electrical Work Locker Rooms	Airport Electric	124,317.79		124,317.79
Professional Svces - Central Park	Wight & Company	99,237.70		99,237.70
Soil Borings - Central Park	ECS Midwest, LLC	6,850.00		6,850.00
Central Park Pymt 1	Wight & Company	51,126.02		51,126.02
Locker Room Installment Pymt 1-5	Wight & Company	26,797.39		26,797.39
Demolition Locker Rooms	Alpine Demolition Services	57,645.00		57,645.00
Plumbing Locker Rooms Pymt 1-3	C.W. Burns Company, Inc.	111,122.10		111,122.10
Locker Room Tile Work 1	Kingston Tile Company	107,587.80		107,587.80
General Carpentry Locker Rooms Pymt 1-3	DBM Services Inc.	449,553.60		449,553.60
Hvac Units 2 & 5	Trane U.S. Inc	54,751.00		54,751.00
Hvac Install Family Locker Room Pymt 1-2	MG Mechanical Contractors	37,407.60		37,407.60
Fire Protection Family Locker Room	Nelson Fire Protection	17,661.60		17,661.60
Concrete Flooring Work Family Locker Room	Linblad Construction	2,739.99		2,739.99
Legal Services for Capital Projects	Robbins Schwartz	36,006.00		36,006.00
Legal Notice for Special Use Hearing	Village of Oak Brook	483.00		483.00
Lighting Consultant Central Park	Hugh Lighting Design	1,007.49		1,007.49
Permit	Ill Dept of Public Health	1,000.00		1,000.00
Financial Suite Software 1-2	BS & A	57,120.00	57,120.00	
Financial Suite Software Server Hardware	SHI International Company	3,630.00	3,630.00	
Financial Suite Software Server Install	Sterling Network Int	2,000.50	2,000.50	
Relativity Software License	Harris Computer	1,043.00	1,043.00	
Partial Demolition of Barn at DNS	Crunch Inc	5,000.00	5,000.00	
Roof Repair at DNS	Affordable Roofing Inc.	3,747.00	3,747.00	
Capitalized Interest Expense	MB Financial	22,957.46		22,957.46
Plan Review - Central Park Improvements	Village of Oak Brook	511.00		511.00
Wire Transfer Fee	Evergreen Bank Group	15.00	15.00	
Allocation to Rec Capital - Family Locker Room	Per amount budgeted.	(105,000.00)		(105,000.00)
	Subtotal-Capital Improvement Fund	\$ 1,209,577.31	\$ 72,555.50	\$ 1,137,021.81
Fitness Cardio Equipment - Pymt 2 of 3	Lease Servicing Center National	32,760.71	32,760.71	
Allocation to Rec Capital - Family Locker Room	Coop Leasing	105,000.00		105,000.00
	Per amount budgeted.			
	Subtotal-Recreation Fund Capital	\$ 137,760.71	32,760.71	\$ 105,000.00
	TOTAL BALANCE	\$ 1,347,338.02	\$ 105,316.21	\$ 1,242,021.81

EXP CHECK RUN DATES 03/01/2018 - 03/19/2018

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN
WARRANT NO. 609

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
35177	ABC PRINTING COMPANY	01/05/2018	03/14/2018	368.84	368.84	Open	Y
35212	ADOBE SYSTEMS INCORPORATED	03/16/2018	03/14/2018	1,379.40	1,379.40	Open	Y
35118	ADVANCED AUTO PARTS	02/14/2018	03/19/2018	17.98	17.98	Open	Y
35119	ADVANCED AUTO PARTS	02/16/2018	03/19/2018	13.98	13.98	Open	Y
35137	ADVANCED AUTO PARTS	02/12/2018	03/19/2018	139.95	139.95	Open	Y
35121	ADVANCED DISPOSAL CHGO CENTRAL	01/31/2018	03/19/2018	207.39	207.39	Open	Y
35124	AFFORDABLE ROOFING INC	01/31/2018	03/19/2018	3,747.00	3,747.00	Open	Y
35154	ALL STAR SPORTS INSTRUCTION	02/15/2018	03/14/2018	798.00	798.00	Open	Y
35236	ANDERSON ELEVATOR CO.	01/08/2018	03/14/2018	567.84	567.84	Open	Y
35244	APPLIED CONTROLS, INC.	03/07/2018	03/14/2018	11,076.75	11,076.75	Open	Y
35245	APPLIED CONTROLS, INC.	03/07/2018	03/14/2018	11,076.75	11,076.75	Open	Y
35192	AQUA PURE ENTERPRISES, INC.	03/01/2018	03/14/2018	411.27	411.27	Open	Y
35205	AQUA PURE ENTERPRISES, INC.	02/19/2018	03/14/2018	892.30	892.30	Open	Y
35216	AQUA PURE ENTERPRISES, INC.	02/20/2018	03/14/2018	105.18	105.18	Open	Y
35125	AQUASCAPE DESIGNS INC	02/12/2018	03/19/2018	900.00	900.00	Open	Y
35246	BASS/SCHULER ENTERTAINMENT	02/20/2018	03/14/2018	1,000.00	1,000.00	Open	Y
35172	BEST BUY AUTOMOTIVE EQUIPMENT	01/11/2018	03/14/2018	5,865.00	5,865.00	Open	Y
35238	BULTER SCHOOL DISTRICT 53	01/01/2018	03/14/2018	1,140.00	1,140.00	Open	Y
35127	BUTTREY RENTAL SERVICE INC.	02/21/2018	03/19/2018	110.00	110.00	Open	Y
35250	CARDMEMBER SERVICE	02/21/2018	03/14/2018	60.00	60.00	Open	Y
35251	CARDMEMBER SERVICE	02/12/2018	03/14/2018	50.38	50.38	Open	Y
35252	CARDMEMBER SERVICE	02/12/2018	03/14/2018	260.00	260.00	Open	Y
35253	CARDMEMBER SERVICE	02/12/2018	03/14/2018	1,140.07	1,140.07	Open	Y
35254	CARDMEMBER SERVICE	02/12/2018	03/14/2018	275.02	275.02	Open	Y
35255	CARDMEMBER SERVICE	02/12/2018	03/14/2018	30.34	30.34	Open	Y
35256	CARDMEMBER SERVICE	02/28/2018	03/14/2018	10.00	10.00	Open	Y
35257	CARDMEMBER SERVICE	02/28/2018	03/14/2018	45.46	45.46	Open	Y
35258	CARDMEMBER SERVICE	02/28/2018	03/14/2018	290.00	290.00	Open	Y
35259	CARDMEMBER SERVICE	02/28/2018	03/14/2018	718.94	718.94	Open	Y
35260	CARDMEMBER SERVICE	02/28/2018	03/14/2018	88.45	88.45	Open	Y
35261	CARDMEMBER SERVICE	02/28/2018	03/14/2018	29.00	29.00	Open	Y
35262	CARDMEMBER SERVICE	02/28/2018	03/14/2018	208.20	208.20	Open	Y
35263	CARDMEMBER SERVICE	02/28/2018	03/14/2018	29.98	29.98	Open	Y
35264	CARDMEMBER SERVICE	02/28/2018	03/14/2018	385.80	385.80	Open	Y
35266	CARDMEMBER SERVICE	02/28/2018	03/14/2018	93.90	93.90	Open	Y
35267	CARDMEMBER SERVICE	02/28/2018	03/14/2018	221.02	221.02	Open	Y
35268	CARDMEMBER SERVICE	02/28/2018	03/14/2018	31.50	31.50	Open	Y
35269	CARDMEMBER SERVICE	02/28/2018	03/14/2018	31.50	31.50	Open	Y
35270	CARDMEMBER SERVICE	02/28/2018	03/14/2018	187.03	187.03	Open	Y
35271	CARDMEMBER SERVICE	02/28/2018	03/14/2018	143.40	143.40	Open	Y
35272	CARDMEMBER SERVICE	02/28/2018	03/14/2018	457.11	457.11	Open	Y
35273	CARDMEMBER SERVICE	02/28/2018	03/14/2018	307.50	307.50	Open	Y
35274	CARDMEMBER SERVICE	02/28/2018	03/14/2018	498.98	498.98	Open	Y
35275	CARDMEMBER SERVICE	02/28/2018	03/14/2018	57.90	57.90	Open	Y
35276	CARDMEMBER SERVICE	02/28/2018	03/14/2018	57.90	57.90	Open	Y
35277	CARDMEMBER SERVICE	02/28/2018	03/14/2018	19.99	19.99	Open	Y
35278	CARDMEMBER SERVICE	02/28/2018	03/14/2018	905.30	905.30	Open	Y

User: mkorman

EXP CHECK RUN DATES 03/01/2018 - 03/19/2018

DB: Oak Brook Park

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
35295	CARDMEMBER SERVICE	02/28/2018	03/14/2018	1,720.96	1,720.96	Open	Y
35300	CARDMEMBER SERVICE	02/09/2018	03/14/2018	3,920.84	3,920.84	Open	Y
35301	CARDMEMBER SERVICE	02/28/2018	03/14/2018	1,424.81	1,424.81	Open	Y
35302	CARDMEMBER SERVICE	02/28/2018	03/14/2018	512.49	512.49	Open	Y
35303	CARDMEMBER SERVICE	02/28/2018	03/14/2018	859.14	859.14	Open	Y
35305*	CARDMEMBER SERVICE	02/28/2018	03/14/2018	2,308.58	2,308.58	Open	Y
35306	CARDMEMBER SERVICE	02/05/2018	03/14/2018	3.74	3.74	Open	Y
35164	CARRICO AQUATIC RESOURCES INC	02/28/2018	03/14/2018	300.00	300.00	Open	Y
35169	CHICAGO TRIBUNE MEDIA GROUP	12/15/2017	03/14/2018	560.00	560.00	Open	Y
35199	CHRISTINA HOUPY	02/15/2018	03/14/2018	110.00	110.00	Open	Y
35160	COM ED	02/23/2018	03/14/2018	34.71	34.71	Open	Y
35248	COMCAST	03/02/2018	03/14/2018	575.21	575.21	Open	Y
35187	DAILY HERALD	02/12/2018	03/14/2018	124.20	124.20	Open	Y
35310	DIRECT ENERGY BUSINESS	02/28/2018	03/14/2018	15,616.06	15,616.06	Open	N
35279	DIRECT ENERGY BUSINESS	02/28/2018	03/14/2018	1,632.54	1,632.54	Open	Y
35304	DIRECT ENERGY BUSINESS	02/28/2018	03/14/2018	8,915.35	8,915.35	Open	Y
35131	DREISILKER ELECTRIC MOTORS INC	02/02/2018	03/19/2018	119.60	119.60	Open	Y
35135	EBEL'S ACE HARDWARE #8313	02/05/2018	03/19/2018	28.21	28.21	Open	Y
35159	EBEL'S ACE HARDWARE #8313	02/23/2018	03/14/2018	7.29	7.29	Open	Y
35155	ECLIPSE SELECT SOCCER CLUB	02/16/2018	03/14/2018	504.00	504.00	Open	Y
35194	ENVISION HEALTHCARE INC	03/01/2018	03/14/2018	36.00	36.00	Open	Y
35186	FED EX	02/28/2018	03/14/2018	71.45	71.45	Open	Y
35298	FIRST COMMUNICATION LLC	02/09/2018	03/14/2018	978.26	978.26	Open	Y
35196	FITNESS EQUIPMENT SERVICES	03/01/2018	03/14/2018	400.00	400.00	Open	Y
35197	FITNESS EQUIPMENT SERVICES	02/14/2018	03/14/2018	130.50	130.50	Open	Y
35198	FITNESS EQUIPMENT SERVICES	02/07/2018	03/14/2018	484.50	484.50	Open	Y
35179	FLAGG CREEK WATER RECLAMATION	02/26/2018	03/14/2018	20.75	20.75	Open	Y
35180	FLAGG CREEK WATER RECLAMATION	02/26/2018	03/14/2018	84.02	84.02	Open	Y
35181	FLAGG CREEK WATER RECLAMATION	02/26/2018	03/14/2018	20.75	20.75	Open	Y
35280	FLAGG CREEK WATER RECLAMATION	02/28/2018	03/14/2018	2,895.45	2,895.45	Open	Y
35204	FLUID RUNNING LLC	02/19/2018	03/14/2018	4,502.25	4,502.25	Open	Y
35161	FULLIFE SAFETY CENTER	03/06/2018	03/14/2018	77.50	77.50	Open	Y
35209	GEORGELO PIZZA - CHICAGO, INC.	02/22/2018	03/14/2018	317.50	317.50	Open	Y
35210	GEORGELO PIZZA - CHICAGO, INC.	02/15/2018	03/14/2018	123.00	123.00	Open	Y
35191	GRAINGER	02/25/2018	03/14/2018	1,890.00	1,890.00	Open	Y
35227	GRAINGER	02/20/2018	03/14/2018	56.89	56.89	Open	Y
35217	GREGG COMMUNICATIONS SYSTEMS	02/13/2018	03/14/2018	156.00	156.00	Open	Y
35249	GREGG COMMUNICATIONS SYSTEMS	03/02/2018	03/14/2018	786.03	786.03	Open	Y
35195	HAGG PRESS	02/16/2018	03/14/2018	3,455.50	3,455.50	Open	Y
35220	HALOGEN SUPPLY COMPANY, INC.	03/01/2018	03/14/2018	432.55	432.55	Open	Y
35221	HALOGEN SUPPLY COMPANY, INC.	11/15/2017	03/14/2018	(573.50)	(573.50)	Open	Y
35222	HALOGEN SUPPLY COMPANY, INC.	12/18/2017	03/14/2018	442.02	442.02	Open	Y
35281	HOME DEPOT CREDIT SERVICES	02/28/2018	03/14/2018	349.43	349.43	Open	Y
35282	HOME DEPOT CREDIT SERVICES	02/28/2018	03/14/2018	29.94	29.94	Open	Y
35283	HOME DEPOT CREDIT SERVICES	03/02/2018	03/14/2018	137.37	137.37	Open	Y
35284	HOME DEPOT CREDIT SERVICES	03/02/2018	03/14/2018	64.43	64.43	Open	Y
35287	HOME DEPOT CREDIT SERVICES	02/28/2018	03/14/2018	(5.88)	(5.88)	Open	Y

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
 EXP CHECK RUN DATES 03/01/2018 - 03/19/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
35288	HOME DEPOT CREDIT SERVICES	02/05/2018	03/14/2018	5.88	5.88	Open	Y
35289	HOME DEPOT CREDIT SERVICES	02/19/2018	03/14/2018	3.16	3.16	Open	Y
35290	HOME DEPOT CREDIT SERVICES	02/19/2018	03/14/2018	14.98	14.98	Open	Y
35291	HOME DEPOT CREDIT SERVICES	02/07/2018	03/14/2018	64.97	64.97	Open	Y
35292	HOME DEPOT CREDIT SERVICES	02/14/2018	03/14/2018	15.88	15.88	Open	Y
35293	HOME DEPOT CREDIT SERVICES	02/14/2018	03/14/2018	2.27	2.27	Open	Y
35294	HOME DEPOT CREDIT SERVICES	01/30/2018	03/14/2018	35.76	35.76	Open	Y
35133	HP PRODUCTS	02/13/2018	03/19/2018	54.34	54.34	Open	Y
35134	HP PRODUCTS	02/07/2018	03/19/2018	36.50	36.50	Open	Y
35176	HP PRODUCTS	02/19/2018	03/14/2018	329.20	329.20	Open	Y
35231	HP PRODUCTS	03/15/2018	03/14/2018	1,116.22	1,116.22	Open	Y
35229	IL ENVIRONMENTAL PROTECTION	03/01/2018	03/14/2018	250.00	250.00	Open	Y
35174	J.B METAL WORKS INC	03/02/2018	03/14/2018	125.00	125.00	Open	Y
35233	J.B METAL WORKS INC	03/02/2018	03/14/2018	7,715.00	7,715.00	Open	Y
35200	JACKIE YU	02/26/2018	03/14/2018	100.00	100.00	Open	Y
35201	JAMES LEZATTE	02/28/2018	03/14/2018	320.00	320.00	Open	Y
35136	KONICA MINOLTA BUSINESS	01/31/2018	03/19/2018	54.27	54.27	Open	Y
35228	KONICA MINOLTA BUSINESS	02/28/2018	03/14/2018	27.41	27.41	Open	Y
35247	KONICA MINOLTA BUSINESS	03/02/2018	03/14/2018	416.46	416.46	Open	Y
35173	LPG MUSIC INC.	02/19/2018	03/14/2018	1,249.02	1,249.02	Open	Y
35203	M&M LOCK & SAFE, LTD	02/07/2018	03/14/2018	229.00	229.00	Open	Y
35166	M.I.P.E	02/12/2018	03/14/2018	25.00	25.00	Open	Y
35123	MANHARD CONSULTING LTD	02/08/2018	03/19/2018	627.62	627.62	Open	Y
35122	MARTIN IMPLEMENT SALES, INC.	02/08/2018	03/19/2018	1,036.59	1,036.59	Open	Y
35130	MARTIN IMPLEMENT SALES, INC.	02/20/2018	03/19/2018	167.48	167.48	Open	Y
35167	McMASTER-CARR	02/22/2018	03/14/2018	101.28	101.28	Open	Y
35126	MOST DEPENDABLE FOUNTAINS INC	02/08/2018	03/19/2018	3,496.15	3,496.15	Open	Y
35239	MY OFFICE PRODUCTS	01/01/2018	03/14/2018	754.41	754.41	Open	Y
35286	MY OFFICE PRODUCTS	02/22/2018	03/14/2018	138.70	138.70	Open	Y
35296	MY OFFICE PRODUCTS	02/08/2018	03/14/2018	177.40	177.40	Open	Y
35297	MY OFFICE PRODUCTS	02/09/2018	03/14/2018	8.06	8.06	Open	Y
35132	NEVCO INC	02/05/2018	03/19/2018	49.68	49.68	Open	Y
35157	NICOR GAS	02/12/2018	03/14/2018	1,236.46	1,236.46	Open	Y
35158	NICOR GAS	02/15/2018	03/14/2018	354.11	354.11	Open	Y
35170	NORTHERN PRINT NETWORK	01/11/2018	03/14/2018	736.25	736.25	Open	Y
35162	OAKBROOK TERRACE PARK DISTRICT	03/05/2018	03/14/2018	74.70	74.70	Open	Y
35208	P.D.R.M.A.	02/28/2018	03/14/2018	50.00	50.00	Open	Y
35234	PANDECON INC.	01/20/2018	03/14/2018	1,547.00	1,547.00	Open	Y
35235	PANDECON INC.	01/08/2018	03/14/2018	1,904.00	1,904.00	Open	Y
35309	PANDECON INC.	02/28/2018	03/14/2018	52,284.22	52,284.22	Open	N
35213	PCM SALES	03/16/2018	03/14/2018	1,821.00	1,821.00	Open	Y
35190	PCS INDUSTRIES	02/25/2018	03/14/2018	143.84	143.84	Open	Y
35225	PCS INDUSTRIES	02/06/2018	03/14/2018	69.78	69.78	Open	Y
35226	PCS INDUSTRIES	02/07/2018	03/14/2018	111.02	111.02	Open	Y
35307	PETTY CASH - CORPORATE ADMIN.	02/09/2018	03/14/2018	48.63	48.63	Open	Y
35308	PETTY CASH-RECREATION DEPT.	03/09/2018	03/14/2018	73.31	73.31	Open	Y
35182	PFEIFFER'S PEST CONTROL	02/15/2018	03/14/2018	100.00	100.00	Open	Y

OPEN
 WARRANT NO. 609

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
35230	PFEIFFER'S PEST CONTROL	03/15/2018	03/14/2018	100.00	100.00	Open	Y
35168	QUENCH	03/01/2018	03/14/2018	108.00	108.00	Open	Y
35185	QUEST DIAGNOSTICS	02/23/2018	03/14/2018	231.04	231.04	Open	Y
35165	REINDERS, INC.	02/12/2018	03/14/2018	154.58	154.58	Open	Y
35223	ROBBINS SCHWARTZ	02/19/2018	03/14/2018	6,816.98	6,816.98	Open	Y
35120	SERVICE SANITATION, INC.	02/09/2018	03/19/2018	58.50	58.50	Open	Y
35207	SHAW MEDIA	02/28/2018	03/14/2018	150.00	150.00	Open	Y
35156	SOCCER MADE IN AMERICA	02/12/2018	03/14/2018	197.00	197.00	Open	Y
35128	SONITROL CHICAGOLAND WEST	02/10/2018	03/19/2018	162.00	162.00	Open	Y
35184	SOUTH SIDE CONTROL SUPPLY CO	02/15/2018	03/14/2018	335.58	335.58	Open	Y
35202	SOUTHWEST ELECTRIC	02/21/2018	03/14/2018	127.50	127.50	Open	Y
35232	SOUTHWEST ELECTRIC	03/15/2018	03/14/2018	1,190.00	1,190.00	Open	Y
35215	SPRINT PHONE	02/01/2018	03/14/2018	17.25	17.25	Open	Y
35218	STERLING NETWORK INTEGRATION	02/23/2018	03/14/2018	362.50	362.50	Open	Y
35299	STERLING NETWORK INTEGRATION	02/09/2018	03/14/2018	870.00	870.00	Open	Y
35206	SWANK MOTION PICTURES, INC.	02/07/2018	03/14/2018	193.00	193.00	Open	Y
35219	TEAM REIL INC	02/20/2018	03/14/2018	5,845.00	5,845.00	Open	Y
35117	TYCO INTEGRATED SECURITY LLC	02/10/2018	03/19/2018	273.00	273.00	Open	Y
35183	TYCO INTEGRATED SECURITY LLC	02/10/2018	03/14/2018	235.85	235.85	Open	Y
35189	UNITED LABORATORIES	02/28/2018	03/14/2018	249.41	249.41	Open	Y
35214	VERIZON WIRELESS	02/15/2018	03/14/2018	1,004.93	1,004.93	Open	Y
35163	VILLA PARK ELECTRICAL SUPPLY	02/28/2018	03/14/2018	153.18	153.18	Open	Y
35175	VILLA PARK ELECTRICAL SUPPLY	03/01/2018	03/14/2018	153.18	153.18	Open	Y
35193	VILLA PARK OFFICE EQUIPMENT	03/06/2018	03/14/2018	80.00	80.00	Open	Y
35129	VILLAGE OF OAK BROOK	02/15/2018	03/19/2018	73.00	73.00	Open	Y
35211	VILLAGE OF OAK BROOK	03/16/2018	03/14/2018	397.72	397.72	Open	Y
35240	VILLAGE OF OAK BROOK	03/07/2018	03/14/2018	200.00	200.00	Open	Y
35241	VILLAGE OF OAK BROOK	03/07/2018	03/14/2018	40.00	40.00	Open	Y
35242	VILLAGE OF OAK BROOK	03/07/2018	03/14/2018	350.00	350.00	Open	Y
35243	VILLAGE OF OAK BROOK	03/07/2018	03/14/2018	30.00	30.00	Open	Y
35285	VILLAGE OF OAK BROOK	03/02/2018	03/14/2018	3,570.00	3,570.00	Open	Y
35171	VILLAGE OF OAK BROOK	01/11/2018	03/14/2018	1,058.50	1,058.50	Open	Y
35188	WAREHOUSE DIRECT WORKPLACE	03/01/2018	03/14/2018	78.30	78.30	Open	Y
35178	WASTE MANAGEMENT OF ILLINOIS I	02/23/2018	03/14/2018	488.41	488.41	Open	Y
35224	WIGHT & COMPANY	01/31/2018	03/14/2018	9,307.18	9,307.18	Open	Y
35237	WINCRAFT, INCORPORATED	01/08/2018	03/14/2018	873.62	873.62	Open	Y

# of Invoices:	175	# Due:	175	Totals:	218,509.34	218,509.34
# of Credit Memos:	2	# Due:	2	Totals:	(579.38)	(579.38)
Net of Invoices and Credit Memos:					217,929.96	217,929.96

* 1 Net Invoices have Credits Totalling: (33.58)

INVOICE REGISTER REPORT FOR OAK BROOK PARK DISTRICT
EXP CHECK RUN DATES 03/01/2018 - 03/19/2018
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
--- TOTALS BY FUND ---							
	01 - GENERAL CORPORATE FUND			32,468.13	32,468.13		
	02 - RECREATION FUND			52,226.98	52,226.98		
	07 - RECREATIONAL FACILITIES FUND			80,518.40	80,518.40		
	08 - SPORTS CORE			5,222.00	5,222.00		
	09 - SPECIAL RECREATION FUND			9,341.15	9,341.15		
	12 - CAPITAL PROJECTS FUND			38,153.30	38,153.30		
--- TOTALS BY DEPT/ACTIVITY ---							
	01 - ADMINISTRATION CORPORATE			27,185.56	27,185.56		
	05 - CENTRAL PARK			12,344.46	12,344.46		
	09 - DEAN PROPERTY			34.71	34.71		
	10 - PROFESSIONAL SERVICES			3,711.98	3,711.98		
	15 - BUILDING/RECREATION CENTER			11,730.86	11,730.86		
	20 - CENTRAL PARK WEST			896.62	896.62		
	21 - FITNESS CENTER			9,252.17	9,252.17		
	25 - AQUATIC CENTER			20,546.47	20,546.47		
	26 - AQUATIC-RECREATION PROGRAMS			4,733.16	4,733.16		
	30 - CHILDRENS PROGRAMS			2,060.19	2,060.19		
	31 - PRESCHOOL PROGRAMS			1,968.36	1,968.36		
	32 - YOUTH PROGRAMS			1,360.46	1,360.46		
	40 - ADULT PROGRAMS			60.23	60.23		
	50 - PIONEER PROGRAMS			686.57	686.57		
	60 - SPECIAL EVENTS & TRIPS			457.11	457.11		
	71 - BUILDING/RACQUET CLUB			21,601.46	21,601.46		
	75 - PROGRAMS/RACQUET CLUB			3,700.32	3,700.32		
	80 - MARKETING			57,445.97	57,445.97		
	95 - CAPITAL PROJECTS FUND			38,153.30	38,153.30		

WARRANT NO. 609
CHECKS

<u>Check #</u>	<u>Date</u>	<u>Vendor/Description</u>	<u>Amount:</u>
51429	2/26/2018	Illinois Dept. of Employment Security Balance due for 4th qtr	\$ 1,170.00
51430	2/26/2018	Pepsi Pop party supplies	\$ 308.89
51431	2/26/2018	Visitation Church Memorial mass	\$ 50.00
51442	3/1/2018	CTUC Umpire fees	\$ 467.50
51443	3/1/2018	Dave Thommes Reim for banker box purchase	\$ 281.60
51444	3/1/2018	Wells Fargo Bank High Life	\$ 498.48

ACH Transfer	Konica Minolta Premierr Finance Bill paid by ACH transfer on 2/15/18	\$ 784.00
	TOTAL INTERIM CHECKS & ACH TRANSFER	\$ 3,560.47
	ACTUAL WARRANT	\$ 217,929.96
	TOTAL WARRANT #609	\$ 221,490.43



Oak Brook Park District

1450 Forest Gate Road
Oak Brook, IL 60523

Petty Cash - R Recreation

Petty Cash for March 2018

Received By	Date	Description	Account Number	Amount
D. Thommes	2/15/2018	Preschool Supplies	02-31-765-001	\$17.76
	2/20/2018	Preschool Supplies	02-31-765-001	\$11.00
	2/22/2018	Preschool Supplies	02-31-765-001	\$4.85
	3/1/18	Preschool Supplies	02-31-765-001	\$1.99
		Total		\$35.60
A. Bonarigo	1/31,2/16/18	Swim Team Conference Meeting, Naperville for Facility Mtg.	02-01-660-002	\$34.44
L. Pizzello	2/28/18	Contract to Sharon Knitter	02-01-660-002	\$3.27
		Total		\$37.71
		Grand Total		\$73.31



Oak Brook Park District

1450 Forest Gate Road
Oak Brook, IL 60523

Petty Cash - Corporate

Petty Cash for March 2018

Received By	Date	Description	Account Number	Amount
L. Kosey	3/1/18	Decoration for Star Party	01-01-740-002	\$3.20
	3/7/18	Employee Recognition Lunch	01-01-740-002	\$17.58
	3/7/18	Employee Recognition All Staff Meeting	01-01-740-002	\$4.56
	3/8/18	Staff Recognition Star Party	01-01-740-002	\$18.99
		Total		\$44.33
L. Noonan	2/27/18	Management Assoc. of IL and Post Office in Oak Brook	01-01-660-002	\$4.30
		Total		\$4.30



Memo

To: Oak Brook Park District Board of Commissioners
From: Laure Kosey, Executive Director
Date: March 14, 2018
Re: February/March 2018: Admin., Corporate Relations, IT & Marketing

February Board Meeting Follow Up:

Mowing Bid

Staff recommendation is to continue with the landscape company we have used for the last few years. Classic Landscape was the lowest and responsible bidder.

Budget Transfers and 2018-2019 Appropriations

Staff has done an incredible job of streamlining the budget transfers for this fiscal year as well as preparing the 2018-2019 budget.

March Board Meeting Discussion Points:

DuPage Storm Water Grant

The Park District has been awarded \$100,000 to assist with our permeable brick paver parking lot and the gabion weir.

Apparel Bid

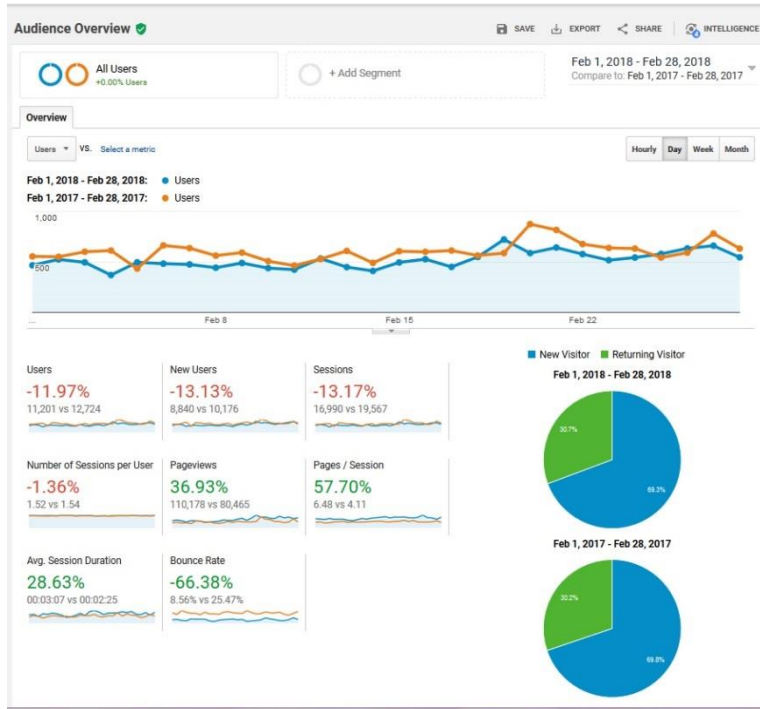
The Park District is going out to bid for all of our apparel needs. This process always requires a tight turnaround as the Pink 5K order needs to be placed next month, and it is our largest single order of the fiscal year.

February Marketing, IT, and Corporate Relations Report



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.

obparks.org Analytics February Audience Report



Audience Analysis

Similar to last month, the Audience Report is showing fewer users and sessions. However, the significant drop in our bounce rate and the increased session duration indicates that users are finding the content they need with ease.

Feb. Ecommerce
Total: \$55,057.80

Obparks.org acquisition value and visitor trends

Referral Values	Feb.	Jan.	Dec.
Direct:	\$51,965	\$53,806	\$16,147
Organic Search:	\$1,019	\$384	\$0
External Refs:	\$1,259	\$1204	\$800
Email:	\$154	\$216	\$60
Social Media:	\$660	\$0	\$30

Top Pages

1. Home
2. Programs/aquatics
3. Facilities/FAC
4. Programs/tennis-programs
5. Programs/swim-lessons

Email Marketing

Email	Date	Open	Clicks
Fitness	2/1	39%	4%
Weather Notice	2/9	36%	3%
Special Events	2/12	45%	10%
Pioneer	2/13	43%	17%
Youth Programs	2/14	27%	7%
General News	2/27	31%	10%

February Social Media Analytics

Facebook Total Likes: 1893 (19 new) Total Posts: 17



Feb 2018 - 28 days

TWEET HIGHLIGHTS

Top Tweet earned 307 impressions
Resident registration for Oak Brook Park District Summer Camps is open! Nonresident registration begins March 5. #HappyFitActiveKids pic.twitter.com/ZXr3DOGem1

Top mention earned 12 engagements
Daily Herald @dailyherald - Feb 13
5 free (or nearly free) things to do in the #Chicago suburbs this weekend. Watch #Moana at @obparks. #ThePrincessBride at @RaueCenter bit.ly/2BypqJG

Top media Tweet earned 262 impressions
Oak Brook community came together to "Unwine" and raise money for the Universal Playground. #InclusivePlay #BeYourVeryBest trib.in/ZCCGQal pic.twitter.com/RKqJFCNwD5

Top Follower followed by 1,547 people
The First Tee Chicago @FirstTeeChicago #PSD@HS YOU

FEB 2018 SUMMARY

Tweets: 11 | Tweet Impressions: 3,519
Profile visits: 131 | Mentions: 3
New followers: 8

IT Initiatives

Important security patches were applied to the Cisco ASA firewall. These were installed as soon as they were released by Cisco to keep the network safe.

Internal network security scans were performed by a qualified security assessor. These are needed to maintain PCI compliance and determine the risks of potential damage if there were to be a network breach.

Corporate Relations

In-Kind Donations EFMV = \$2,707.80
Foundation Donations = \$5,367.00
Unwine Wednesday was a huge success with almost \$5,000 raised for the playground.

A more in-depth report may be found on the following pages.

Oak Brook Bath & Tennis

Staff worked with Village of Oak Brook representatives and the Sports Core committee to produce the Village's summer brochure. As a result of the outstanding effort of our graphic designer, the process was completed in just eight working days.

The OBBT member renewal packet was also designed, produced, and distributed.

Sponsorship Tracker 2017/2018 (June 2017 - March 2018)

Sponsorships

Company	Sponsorship	Date Check		
		Received	Amount	GL
Michael Jordan's Restaurant	Adult Basketball League 2017/2018	7/24/2017	\$1,000	02-40-481-000
Private Bank	Oktoberfest	9/7/2017	\$5,000	02-60-481-005
AMITA Health	Pink 5k	8/7/2017	\$5,000	02-60-481-001
AMITA Health	Choose to Lose	8/7/2017	\$2,000	02-21-480-040
AMITA Health	Indoor Triathlon	8/7/2017	\$3,000	02-60-481-007
AMITA Health	Playground Camp Summer 2017	8/7/2017	\$4,500	02-32-481-000
AMITA Health	Sports Camp 2017	8/7/2017	\$3,000	02-32-481-000
AMITA Health	Health and Wellness Education	8/7/2017	\$8,000	02-21-480-040
Evergreen Bank Group	Pink 5k	9/25/2017	\$4,100.00	02-60-481-001
Timer Trails Merry Lane Property Owners Association	Ice Rink Sponsorship	11/6/2017	\$200.00	02-60-481-015
Brook Forest Comm. Assoc.	Ice Rink Sponsorship	11/13/2017	\$250.00	02-60-481-015
College Nannies+Sitters+Tutors (Folgate Street LLC)	Santa Stocking Delivery	11/29/2017	\$50.00	02-60-481-000
Evergreen Bank Group	Synthetic Field Sponsorship	12/7/2017	\$67,500.00	02-80-300-000
Michael Jordan's Restaurant	Adult Basketball League 2018/2019		\$1,000	
Total			\$ 104,600.00	

Ad Space

Company	Ad Size/Duration	Date Check		
		Received	Amount	GL
Michael Jordan's Restaurant	Gym Banner 2017	7/24/2017	\$925	02-80-300-000
AMITA Health	Onsite Messaging	8/7/2017	\$2,000	02-80-300-000
Bright Star Care	1/3 Page Ad in Brochure	8/29/2017	\$375.00	02-80-270-000
ACE Bakery	1/3 page ad for full year in brochure	9/19/2017	\$1,000	02-80-270-000
Fusion Academy (Steven's Advertising, Inc.)	1/3 page ad for full year in brochure	10/12/2017	\$333.34	02-80-270-000
Ann & Robert H. Lurie Children's Hospital of Chicago	1 page ad in winter/spring 2017/2018 brochure	11/6/2017	\$3,000.00	02-80-270-000
Michael Jordan's Restaurant	1/3 Page Ad in Brochure for a full year, LED TV Ad 2017/2018	11/6/2017	\$1,925.00	02-80-270-000
Fusion Academy (Steven's Advertising, Inc.)	Gym Banner	1/23/2018	\$900	02-80-300-000
DuPage Medical Group	1 full page ad for a full year	3/9/2018	\$8,000	02-80-270-000
Michael Jordan's Restaurant	Gym Banner 2018		\$925	
Michael Jordan's Restaurant	1/3 Page Ad in Brochure for a full year 2018/2019		\$1,000	
Michael Jordan's Restaurant	LED TV Ad 2018/2019			
Drury Lane	1/3 Page Ad in Summer 2018 Brochure	3/9/2018	\$375.00	02-80-270-000
Drury Lane	LED TV Ad 2018 for 3 Montsh	3/9/2018	\$225.00	02-80-300-000
Total			\$ 20,983.34	

Vendors

Company	Which Event	Date Check		
		Received	Amount	GL
Costco	Mutt Miler 2017	8/9/2017	\$100	02-60-481-000
Hinsdale Animal Hospital	Mutt Miler 2017	8/14/2017	\$100.00	02-60-481-000
Bentley's Pet Stuff	Mutt Miler 2017	8/18/2017	\$100.00	02-60-481-000
AMITA Health	Brain Games 2017	8/7/2017	\$416.66	02-50-395-001
AMITA Health	Holiday Express 2017	8/7/2017	\$416.67	02-60-481-014
AMITA Health	Pumpkin Hunt 2017	8/7/2017	\$416.67	02-26-481-000
AMITA Health	National Night Out 2017	8/7/2017	\$416.66	02-60-481-000
AMITA Health	Egg Hunt 2018	8/7/2017	\$416.67	02-60-481-008
AMITA Health	Cori's Triathlon 2017	8/7/2017	\$416.67	02-60-481-002
Chase Events	Oktoberfest - 20% of commission 2017	10/12/2017	\$123.00	02-60-480-005
Meatheads	Oktoberfest - 20% of commission 2017	10/12/2017	\$182.95	02-60-480-005
Chiro One	Indoor Turkey Triathlon 2017	8/29/2017	\$100	02-21-480-040
Beggars Pizza	Oktoberfest - 20% of commission 2017	11/6/2017	\$50.00	02-60-480-005
Costco	Membership Appreciation 2017	12/7/2017	\$200	02-80-300-000
McCormick & Schmick's	Oktoberfest - 10% of commission 2017		TBD	
Live Well Chiropractors	Membership Appreciation 2017	10/18/2017	\$200	02-80-300-000
Chase Events	Haunted Forest - 20% of commission 2017	10/18/2017	\$188.00	02-60-481-012
18 8	Membership Appreciation 2017	11/16/2017	\$200.00	02-80-300-000
Michael Jordan's Restaurant	Membership Appreciation 2017	11/13/2017	\$200.00	02-80-300-000
Pinstripes	Pink 5k 2018		\$300.00	
Pinstripes	ABC Preschool Galaxy Gallop 2018		\$100.00	
Chase Events	Membership Appreciation 2017	12/4/2017	\$200.00	02-80-300-000
Topgolf	Pink 5k 2018		\$300.00	
West Suburban Bank	National Night Out 2018		\$250.00	
West Suburban Bank	Galaxy Gallop 2018		\$100.00	
Delos Therapy	Outdoor Partner Triathlon 2018		\$100.00	
Delos Therapy	Mutt Miler 2018		\$100.00	

Delos Therapy	Turkey Triathlon 2018	\$100
Delos Therapy	Membership Appreciation 2018	\$200.00
Delos Therapy	Super Bowl Sunday Triathlon 2018	\$50.00
Costco	Pink 5k 2018	\$300
Total		\$ 6,343.95

Donations

Company	Donation Item	Received	Amount	GL
Jimmy John's	Sandwiches at National Night Out	8/1/2017	\$100.00	
Private Bank	5 cases of water bottles for the Golf Outing	7/20/2017	\$15.00	
Cuvee Wine Cellars	Gift Card for the Golf Outing	7/13/2017	\$25.00	
Cuvee Wine Cellars	Gift Card for a concert	7/13/2017	\$25.00	
Evergreen Bank	Balloon Artist and Snacks for National Night Out	8/1/2017	\$350.00	
Michael Jordan's Restaurant	Gift Card		\$25.00	
Giordano's	Gift Card for Golf Outing	7/21/2017	\$100.00	
West Suburban Philanthropic Network	Complimentary Membership	7/20/2017	\$40.00	
Cuvee Wine Cellars	Gift Card for concert	7/20/2017	\$20	
Drury Lane	two tickets to a show and dinner for concert	7/6/2017	\$130	
Drury Lane	Tickets to a Show and Dinner for concert	7/13/2017	\$130	
Drury Lane	Ticket to a Show and Dinner for concert	7/20/2017	\$65	
KIND Bars	600 Kind Bars for Mutt Miler, National Night Out and Golf Outing	7/20/2017	\$300	
ACE Bakery	Baquettes, Sunglasses and Buns for National Night Out	8/1/2017	\$250.00	
Weber Grill	Burgers, Step and Repeat and Marketing for National Night Out	8/1/2017	\$7,384.25	
Brendan Smiles Foundation	Games, Educational Component at National Night Out	8/1/2017	\$100.00	
Cuvee Cellars	Gift Card for concert	7/27/2017	\$25.00	
Drury Lane	4 show tickets and dinner, 2 brunch tickets and 2 tickets to tea for concert raffle	7/27/2017	\$390.00	
American Heart Association	Free advertising for park district at Heart Walk	9/23/2017	\$50.00	
La Barra	Free Samples at Concert	7/27/2017	\$100.00	
Maggiano's	Free Samples at Concert	7/27/2017	\$100.00	
Michael Jordan's Restaurant	Free Samples at Concert	7/27/2017	\$100.00	
Hinsdale Nurseries	200 Mums	8/29/2017	\$1,500.00	
Gibson's	Gold Leaf Gala	9/13/2017	\$2,937.50	
ACE Bakery	Staff Lunch	9/19/2017	\$200.00	
ACE Bakery	Baquettes	9/29/2017	\$120.00	
AMITA Health	Flu Shots	11/6/2017	\$675.00	
ROTI	Team Lunch	11/14/2017	\$175.00	
KIND Bars	Member Appreciation	11/6/2017	\$150	
Pinstripes	ABC Preschool Graduation - Balloons, socks and wrist bands		TBD	
Pinstripes	Cori's Triathlon - balloons, socks and wrist bands		TBD	
J. Alexander's	\$50 gift certificate (Membership Appreciation)	12/1/2017	\$50.00	
Top Golf	\$50 golf play time certificate (Unwine Wednesday)	12/1/2017	\$50.00	
Clarion Inn	One night stay in the king suite or double suite (Unwine Wednesday)	12/1/2017	\$149.00	
Bright Star	Membership Appreciation (quilt, travel pillow, mug and marketing items)	12/6/2017		
Real Urban BBQ	\$25 Gift Certificate - Unwine Wednesday	12/11/2017	\$25.00	
Hyatt Lodge	Complimentary Overnight Accommodations with Breakfast for Two at Water's Edge Restaurant - Unwine Wednesday	12/11/2017	\$200.00	
Devon Seafood and Steak	Two \$25.00 Dining Certificates - Unwine Wednesday	12/11/2017	\$50.00	
DoubleTree by Hilton	Overnight Weekend Stay - Unwine Wednesday	12/11/2017	\$120	
Mayslake Peabody Estate	Private docent guided tour of Mayslake Hall for 8 people - Unwine Wednesday	12/11/2017	\$64.00	
Elmhurst Symphony Association	Certificate for 2 tickets to the ESO's March 11, 2018 Concert Verdi's Requiem - Unwine Wednesday	12/11/2017	\$80.00	
Staybridge Suites	One weekend night stay at Staybridge Suites - Unwine Wednesday	12/7/2017	\$140.00	
Bulls Sox Academy	Bulls Signed Penant	12/1/2017	\$100	
Chicago Wolves	Two \$21 tickets for any game during the Chicago Wolves 2017-2017 Regular Season - Unwine Wednesday	12/14/2017	\$42	
Allen Edmonds	\$250 Gift Card - Unwine Wednesday	12/14/2017	\$250	
Season's 52	\$100 Gift Card to Unwine Wednesday	1/25/2018	\$100	
Antico Posto	\$100 Gift Card to Unwine Wednesday	12/26/2017	\$100	
Chicago Marriott Oak Brook	Complimentary one night stay with breakfast for two (Unwine Wednesday)	1/2/2018	\$140.00	
Ferrara Candy Company	Suitcase full of 20 different candies (weighs 15-20 lbs.) (Unwine Wednesday)		\$80.00	

BrightStar Oak Brook	2 A-Level Tickets to the Chicago Sinfonietta (Unwine Wednesday)	1/4/2018	\$120
Drury Lane	Certificate for Two Guests to Attend a Performance at Drury Lane (Unwine Wednesday)	1/5/2018	\$60.00
Chicago Blackhawks	Autographed Lance Bouma Photo	1/5/2018	\$50.00
Bartlett Park District	Sunday Brunch for four at Villa Olivia	1/10/2018	\$70
Stan's Donuts	Dad's and Donuts - donuts and coffee for 175 people	2/23/2018	\$452.55
Pinstripes	Brunch and Bocce Certificate for Four and \$25 gift certificate	1/23/2018	\$145
Maggiano's	6 bottles of Ruffino Salute Amico wine for Unwine Wednesday valued at \$32/bottle	1/17/2018	\$192.00
Antico Posto	\$100 Gift Card to Unwine Wednesday	1/23/2018	\$100
Chicago Bears	Limited Edition laser autographed photo of Akiem Hicks, Jordan Howard, Leonard Floyd, Kyle Long and Cody Whitehair (Unwine Wednesday)	1/23/2018	\$25.00
Le Meridien	6 bottles of Magnolia Grove Cabernet Sauvignon 2015 (EFVM \$13/bottle) - Unwine Wednesday	1/25/2018	\$78
Anyway's	Two \$20 Gift Cards to Unwine Wednesday	1/25/2018	\$40
Kate Bousum	Menage a Trois Malbec 2012	1/25/2018	\$12
The Drake Oak Brook	Regaleali Nero D'Avola 2007 bottle of wine for Unwine Wednesday	1/26/2018	\$14
Dianne Brady	Smoke Tree Pinot Noir 2016 bottle of wine for Unwine Wednesday	1/26/2018	\$25
Room & Board	Saladin Chaveyron 1422 bottle of wine for Unwine Wednesday	1/26/2018	\$24
State Farm	Pond Hawk 2015 Cabernet Sauvignon bottle of wine for Unwine Wednesday	1/26/2018	\$10
State Farm	Fossetta Prosecco for Unwine Wednesday	1/26/2018	\$10
State Farm	Ruffino IL Ducale 2016 Pinot Grigio for Unwine Wednesday	1/26/2018	\$20
Drury Lane	Dinner and Show for Two (Unwine Wednesday)	1/30/2018	\$130
West Suburban Wellness	1 hour massage (Unwine Wednesday)	1/31/2018	\$59
Laura Dolan	2 bottles of wine	2/5/2018	\$50
Kelsey Dale	2 bottles of wine	2/5/2018	\$60
Marcos Lopez	2 Blackhawks Tickets and Parking	2/7/2018	\$310
Laure Kosey	1 bottle of Barbera Wine from Cooper's Hawk	2/7/2018	\$31
Hinsdale Nurseries	20% off landscaping at wholesale pricing	2/28/2018	\$1,804.25
KIND Bars	Pink 5k (1,500 bars)	3/1/2018	\$750
West Suburban Bank	Piggy Banks for Easter Egg Basket Deliveries (40 total)	3/8/2018	\$100.00
KIND Bars	Cori's Triathlon (400 bars)	3/9/2018	\$200
Total			\$ 22,263.55

The Oak Brook Park District Foundation

Company	Sponsorship	Date Check Received	Amount	Notes
Kiwani's	Pancake Breakfast to Benefit Playground	7/7/2017	\$555.00	
Tony Hui	Mutt Miler Donation	8/17/2017	\$60	
Mutt Miler participants plus additional donations	World's Finest Chocolate Sales	Deposited 8/21/2017	\$78	
Judy Lucas	One Box of World's Finest Chocolate	Deposited 8/22/2017	\$60	
Nancy Strathdee	One Bar of Chocoalte	Deposited 8/22/2017	\$2	
Matt Crilly	10 Bars of Chocoalte	Deposited 8/22/2017	\$20	
Hinsdale PTO Event plus additional donations	23 bars of chocolate plus donations	Deposited 8/29/2017	\$58.00	
Family Recreation Center	2 bars of chocolate	Deposited 9/7/2017	\$4.00	
Staff	1 bar of chocolate	Deposited 9/7/2017	\$2.00	
Alfonso Corral	1 bar of chocolate	Deposited 9/7/2017	\$2.00	
Melissa Donafrio	1 bar of chocolate	Deposited 9/7/2017	\$2.00	
Family Recreation Center	10 Bars of Chocoalte	Deposited 9/7/2017	\$20.00	
Family Recreation Center	3 bars of chocolate	9/11/2017	\$6.00	
Kathy Chartrand	1 bar of chocolate	9/7/2017	\$2.00	
Alex Bonarigo	1 bar of chocolate and \$3 donation	9/11/2017	\$5.00	

Marcos Lopez	Gold Leaf Gala	9/13/2017	\$1,000
Kathleen Carson	Gold Leaf Gala	9/13/2017	\$1,000
Judy Lucas	Gold Leaf Gala	9/13/2017	\$1,000
Judy Lucas	World's Finest Chocolate Sales	9/13/2017	\$60
Kathy Carson	World's Finest Chocolate Sales	9/13/2017	\$60
Cheryl	World's Finest Chocolate Sales	9/13/2017	\$60
Adam Maycock	Gold Leaf Gala	9/13/2017	\$500
Bob Aprati	Gold Leaf Gala	9/13/2017	\$250
Mike Goebel	Gold Leaf Gala	9/13/2017	\$500
Sharon Knitter	Gold Leaf Gala	9/13/2017	\$250
Steve Stawarz	Gold Leaf Gala	9/13/2017	\$50
Laure Kosey	Gold Leaf Gala	9/13/2017	\$250
Tony Hui	Gold Leaf Gala	9/13/2017	\$500
Mark Karambles	Gold Leaf Gala	9/13/2017	\$250
Tony Hui	Gold Leaf Gala	9/13/2017	\$500
Nancy Strathdee	World's Finest Chocolate Sales	9/14/2017	\$2
Family Recreation Center	World's Finest Chocolate Sales	9/18/2017	\$12
Family Recreation Center	World's Finest Chocolate Sales	9/19/2017	\$4
McDonald's	Universal Playground	10/13/2017	\$1,000
Eric Gnippe	Universal Playground	11/20/2017	\$19 through Facebook
Family Recreation Center	World's Finest Chocolate Sales	9/25/2017	\$30.00
Marco Salinas - Oktoberfest	World's Finest Chocolate Sales	9/23/2017	\$20.00
Honey Sales - Oktoberfest	Honey	9/23/2017	\$150
Nancy Strathdee	World's Finest Chocolate Sales	9/25/2017	\$2
Anonymous	Donation to Playground	9/26/2017	\$25.00
Chuck - reporter	World's Finest Chocolate Sales	9/26/2017	\$10
Family Recreation Center	World's Finest Chocolate Sales	9/27/2017	\$8.00
Tennis Center	World's Finest Chocolate Sales	9/27/2017	\$24.00
Family Recreation Center	World's Finest Chocolate Sales	10/13/2017	\$58.00
Family Recreation Center	Honey Sales	10/13/2017	\$50.00
Haunted Forest	World's Finest Chocolate Sales	10/13/2017	\$95.00
Kathy Chartrand	World's Finest Chocolate Sales	10/13/2017	\$2.00
Global Marble and Granite Imports (Giuseppe Giannola)	Donation to Playground	10/17/2017	\$2,000.00
Costco Staff	World's Finest Chocolate Sales	10/18/2017	\$4.00
Marcos Salinas	World's Finest Chocolate Sales	10/19/2017	\$4.00
Student	Honey	10/23/2017	\$20.00
Brian and Dana Hofmann	Universal Playground - Book Sales Supporting	11/6/2017	\$150.00
Robbins Schwartz	Universal Playground - Paddle Raise	11/6/2017	\$750.00
BP Foundation, Inc.	Universal Playground - Matching Tony Hui Donations	11/6/2017	\$610.04
Nancy Strathdee	World's Finest Chocolate Sales	11/8/2017	\$2
Wight & CO	Gold Leaf Gala	1/15/2018	\$250.00
Tennis Center	World's Finest Chocolate Sales	11/9/2017	\$28.00
Liz Littwin	World's Finest Chocolate Sales	11/10/2017	\$10
Family Recreation Center	World's Finest Chocolate Sales	11/13/2017	\$112.00
Steve Stawarz	World's Finest Chocolate Sales	11/15/2017	\$8.00
Judy Lucas	World's Finest Chocolate Sales	11/15/2017	\$120.00
Family Recreation Center	World's Finest Chocolate Sales	11/20/2017	\$60.00
Peggy Littwin	Universal Playground - #GivingTuesday Campaign	11/23/2017	\$14.00
James Lazzarini	Universal Playground - #GivingTuesday Campaign	11/29/2017	\$50.00 PayPal
Melissa Donafrio	World's Finest Chocolate Sales	12/6/2017	\$2.00
LiveWell Chiropractic	Universal Playground - #GivingTuesday Campaign	12/6/2017	\$120.00
Membership Appreciation Day	World's Finest Chocolate Sales	12/7/2017	\$39.00
Forest Glen Homeowners Association	Universal Playground	12/7/2017	\$100.00
Marianne and William Vivirito	Universal Playground	12/7/2017	\$250.00
Joe and Heather Vitell	Universal Playground	12/14/2017	\$1,000
Tennis Center	World's Finest Chocolate Sales	11/10/2017	\$4.00
Tennis Center	World's Finest Chocolate Sales	12/8/2017	\$20.00
Realty One & Associates (Megan Johnson and Alyssa Pisarski)	Unwine Wednesday Raffle Sponsor	12/15/2017	\$250.00
Great Realty Advisors Inc.	Rich Knitter donated to support cultivating donors to the playground	12/18/2017	\$1,000.00
Steve Stawarz	Universal Playground		\$10.00
Steve Stawarz - matching gift	Universal Playground		\$10.00
VistaNational Insurance Group	Universal Playground	12/15/2017	\$250.00
Eric Gnippe	Universal Playground	11/15/2017	\$4.75 via Facebook
Tom Stachelski	Universal Playground	11/28/2017	\$50.00 via Facebook
Steven Stawarz	Universal Playground	11/28/2017	\$20 via Facebook
Family Recreation Center	World's Finest Chocolate Sales	1/4/2018	\$60.00
Kathy Chartrand	World's Finest Chocolate Sales	1/4/2018	\$2.00
Sean Hayden and Jacqueline Harrison	Holiday Appeal 2017	1/8/2018	\$50.00
Hub Group, Inc.	Unwine Wednesday Event Sponsor	1/8/2018	\$500.00
Karl Maurer	Unwine Wednesday Event Sponsor	1/8/2018	\$250.00
Thomas and Annette O'Connor	Holiday Appeal 2017	1/10/2018	\$100.00
Frank and Lynn Trombetta	Holiday Appeal 2017	1/10/2018	\$100.00
Rosemarie Balk	Holiday Appeal 2017	1/11/2018	\$50.00
Lauren and RJ Lange	Holiday Appeal 2017	1/12/2018	\$50.00

Sharon and Rich Knitter	Honey	1/15/2018	\$200.00
Vikram and Caroline Prabhu	Holiday Appeal 2017	1/16/2018	\$100.00
Family Recreation Center	World's Finest Chocolate Sales	1/26/2018	\$60.00
Nicoletta Stavrou	Universal Playground (Orange Theory)	1/29/2018	\$20.00 via PayPal
Peter Troost Monument Company	Holiday Appeal 2017	1/30/2018	\$200.00 via PayPal
Moeen Saleem and Saera Arain-Saleem	Universal Playground (Connected to Lara Suleiman)	2/2/2018	\$100
Tom Vitacco	Memorial Tree	2/2/2018	\$500
Marko Ivanov	Universal Playground	2/4/2018	\$30.00 via PayPal
Joan and John Baier	Universal Playground	2/5/2018	\$100
York School Open House	World's Finest Chocolate Sales	2/6/2018	\$13
Marcos Lopez	World's Finest Chocolate Sales	2/7/2018	\$60
Various at Unwine Wednesday	World's Finest Chocolate Sales	2/7/2018	\$12
KAREN SPANDIKOW	Unwine Wednesday	2/7/2018	\$20
LAURA BUTOLPH	Unwine Wednesday	2/7/2018	\$20
DAVID LITWIN	Unwine Wednesday	2/7/2018	\$20
DEBRA S SAMBORSKI	Unwine Wednesday	2/7/2018	\$30
Lisa Giangrande	Unwine Wednesday	2/7/2018	\$40
MATTHEW T COBB	Unwine Wednesday	2/7/2018	\$80
JOAN T BRZEZINSKI	Unwine Wednesday	2/7/2018	\$40
JOANN GRAEFEN	Unwine Wednesday	2/7/2018	\$80
Lisa Giangrande	Unwine Wednesday	2/7/2018	\$20
SHARON R KNITTER	Unwine Wednesday	2/7/2018	\$40
NotProvided	Unwine Wednesday	2/7/2018	\$20
DEBRA S SAMBORSKI	Unwine Wednesday	2/7/2018	\$20
NotProvided	Unwine Wednesday	2/7/2018	\$100
GINA MUELLER	Unwine Wednesday	2/7/2018	\$40
KAREN S MUELLER	Unwine Wednesday	2/7/2018	\$40
DAVID LITWIN	Unwine Wednesday	2/7/2018	\$20
LAURA BUTOLPH	Unwine Wednesday	2/7/2018	\$30
Bob Johnson	Unwine Wednesday	2/7/2018	\$100
Mary Carlson	Unwine Wednesday	2/7/2018	\$150
Dimitrios and Anna Kamilis	Unwine Wednesday	2/7/2018	\$100
Marcos Lopez	Unwine Wednesday	2/7/2018	\$500
George and Anne Huber	Unwine Wednesday	2/7/2018	\$60
Cathy Giangrasso	Unwine Wednesday	2/7/2018	\$80
Various at Unwine Wednesday	Unwine Wednesday	2/7/2018	\$1,724.41
Liz Littwin	World's Finest Chocolate Sales	2/8/2018	\$2
Various at Inland Health Fair	World's Finest Chocolate Sales	2/15/2018	\$15
Butler School - Activity Fund	Universal Playground	2/20/2018	\$1,000
Alex Bonarigo	World's Finest Chocolate Sales	2/20/2018	\$10
Benevity Causes - Matching Grant from Steve Stawarz	Universal Playground	2/22/2018	\$150.10
Apparao Devata	Universal Playground	3/1/2018	\$1,000.00
Marco Salinas	World's Finest Chocolate Sales	3/6/2018	\$10
Family Recreation Center	World's Finest Chocolate Sales	3/6/2018	\$60
Kathy Chartrand	World's Finest Chocolate Sales	3/7/2018	\$2
Orange Theory Fitness	Universal Playground	3/7/2018	\$129
Total			\$ 24,248.15

Vendors, Ad Space, Sponsorship	\$	156,175.44
50% of Donations	\$	11,131.78
Total	\$	167,307.22



Memo

To: Board of Commissioners and Executive Director, Laure Kosey
From: Marco Salinas, Chief Financial Officer
Date: March 14, 2018
Re: February 2018 Financials

General Fund

We have now completed ten months of the current fiscal year. Year-to-date (YTD) revenues in this fund equal \$2,476,179, which is comparable to prior year's revenues of \$2,453,364. YTD expenditures currently equal \$1,903,830, which is a 3.4% decrease over prior year's expenditures of \$1,971,275. Combined, and including the transfers out, the General fund is experiencing a YTD net surplus of \$162,349, which is a decrease over last year's YTD net surplus of \$197,088. Following is additional information of the General Fund's activities:

With the exception of the Central and Chillem Park departments, expenditures are currently favorable against budget. Among the activities experiencing lower than expected costs includes conferences, banking fees, legal fees, and various maintenance supplies

Contracts- Maintenance DNS- Expenditures in this cost center were approximately double in the prior year due to the costs incurred to establish the apiary program (e.g. supplies and equipment). Current year expenditures are primarily related to recurring mowing and maintenance.

Transfers Out- The current year's transfer, totaling \$410,000, is now reflected in these financials. The transfer amount is much higher this year due to the increased activity in our capital projects.

Recreation Fund

YTD revenues in this fund are currently at \$3,308,148, which is a slight increase over last year's revenues of \$3,282,772. YTD expenditures are currently at \$2,680,036 and represents an approximate 8% decrease over prior year's expenditures of \$2,904,771. There is currently a YTD net surplus of \$628,113, which is a 66% increase over prior year's net surplus of \$378,001.

All departments within this fund are experiencing favorable expenditure variances when compared to budget. Of particular note are the following departments:

Aquatic Recreation Programs- Expenditures are experiencing a 16% decrease when compared to prior year. Specifically, part-time personnel and contractual costs have decreased as well as associated program revenues.

Pioneer Programs- Revenues and expenditures have decreased over prior year activity related to the multi-day trips are no longer being captured in-house; rather we are now receiving a commission from the associated travel provider.

Recreational Facilities Fund (Tennis Center)

YTD total revenues are currently at \$1,486,435, which represents a 6% increase over prior year's revenues of \$1,398,985. YTD expenses, which includes capital costs, are currently at \$1,472,872 and represent a 38% increase over prior year's expenses of \$1,066,593. Combined, this fund is experiencing a slight surplus totaling \$13,563.

This surplus balance is being impacted by the large increase in capital costs over the previous year. Following is a more detailed analysis of the Tennis Center's activities:

Programs- Racquet Club- Overall revenues in this cost center are higher than prior year by 10%, primarily due to increased private lesson revenues (\$177,918 -vs- \$163,407) and group lesson revenues (\$722,724 -vs- \$596,667). This increased activity has also resulted in an increase in related program expenses of approximately 12%.

Capital Outlay- Current YTD costs are higher than prior year due to expenses incurred for the HVAC upgrade (\$291,976), reflective ceiling (\$156,300), and tennis court resurfacing (\$1,122) projects.

FINANCE OPERATIONS:

- Onsite training on our replacement financial reporting software (BS&A) has now been completed. We are now fully functional and staff has been busy learning many of the new enhancements afforded by the software.
- Finance staff has been busy carrying-out additional adjustments to the proposed FY 2018/2019 budget. The proposed budget will be available for public inspection the week of March 12, 2018.
- We have closed on the issuance of the \$500K debt certificates with Wintrust Bank Group and the funds are currently on deposit in our Money Market account held at Evergreen. These funds are now available for spending on our Universal playground project.

HUMAN RESOURCES:

- Linda worked on revising the job description for the part-time office assistant. An existing Finance employee recently announced that she would be retiring and it has been decided that her duties will be re-distributed to other existing employees.



Memo

To: Oak Brook Park District Board of Commissioners
From: Dave Thommes, Director of Recreation & Facilities
Date: March 12, 2018
Re: Recreation & Facilities Report

Recreation

- Labriola donated coffee and donuts on February 23rd for our annual Dads and Donuts event. Our preschool dads enjoyed 'toddler' entertainment and were adorned with gifts and appreciation.
- On Valentine's Day, Pioneers enjoyed having lunch and seeing Joseph and the Amazing Technicolor Dreamcoat at Drury Lane.
- Travel Club info night took place on Monday night February 26th. Eleven Pioneers will be traveling on the American Empress river cruise in April and nine are signed up for our trip to Galena in May.
- Twenty-Five Pioneers came out to view the March movie showing 'Lion.'

Aquatics

- Interviews continue to be held for summer staffing for Bath and Tennis, as well as the Family Aquatic Center. A guard class was held February 23rd – 25th and eight new guards were certified.
- The Stars Swim Team sent 40 swimmers to the conference swim meet, which was held at our facility. We estimate that there were about 1000 people attending the meet, many of them first time visitors to our facility.
- Preventative maintenance and repairs were done on the roof top unit, pipe insulation was repaired, deck shower corners were rounded, new door closers were installed on doors going in to the FAC. All of this was done by in house maintenance.
- The dive in movie, Moana, was well attended. The last dive in movie of the season will be on March 27th. Lego Batman movie will be shown.
- Park District staff have met with Village staff several times. Pool maintenance has started and is moving along. Parts have been ordered and repairs have been made to the pump room. The Park District Marketing department worked with village staff to create a new brochure and member letter. IT from the Village and Park District are ordering equipment and working on plans to get the Park District set up for payroll and program registration.

Fitness

- Choose to Lose ended on March 2nd. All participants combined to lose 681.5 lbs.
- New sessions of "Get Tough" and "PAIN" are underway, with registration at 11 and 6, respectively.
- Staff worked with the Police Department and McDonalds to create a new course for the PINK 5K.
- Staff met with marketing to discuss new plans to increase attendance at the Pink 5K and Cori's Kids Triathlon.

Tennis

- New security cameras were installed at the Tennis Center.
- New railings and guards were installed at the Tennis Center's main entrance.

Athletics

- Staff is currently looking into starting open pickleball play again. A group of dedicated players from the Tennis Center is wanting to utilize this open play time to help grow the program and practice their skills.
- The Youth Basketball League has ended and the kids have improved greatly since the first day of the program. Parents, children and staff have all had a very enjoyable experience.
- The Postseason Basketball Skills Clinic will be kicking off on March 5th. As of March 9th, over 50 kids were registered.

Facilities

February-17			
	Retained	Total	Rate
Aquatic	174	182	95.6%
Aqua/Ten	3	3	100.0%
Fitness	327	347	94.2%
Fit/Aqua	127	139	91.4%
Fit/Ten	28	29	96.6%
Premiere	15	23	65.2%
Yearly Total	674	723	93.2%
EFT Aqua	704	716	98.3%
EFT Aqua/Ten	43	43	100.0%
EFT Fitness	1179	1218	96.8%
EFT Fit/Aqua	619	644	96.1%
EFT Fit/Ten	80	80	100.0%
EFT Premiere	130	135	96.3%
Yearly & EFT	3429	3559	96.3%

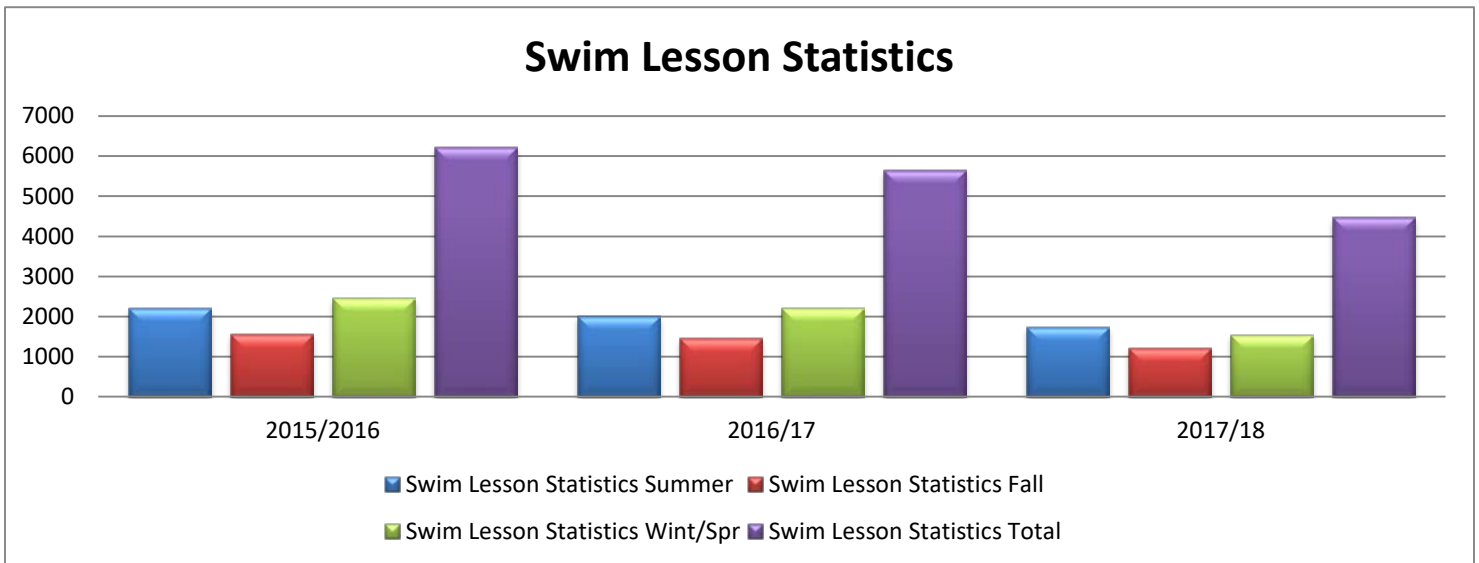
We gained 60 new members in February.



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

Swim Lesson Statistics				
	Summer	Fall	Wint/Spr	Total
2015/2016	2202	1562	2457	6221
2016/17	1995	1451	2201	5647
2017/18	1721	1214	1539	4474

Swim Team Statistics			
	Summer	Fall/Winter	Spring
2015/2016	34	56	27
2016/17	32	51	21
2017/18	25	50	20





Oak Brook Park District Athletic Fields Rental Report

Athletic Field Usage 2016/2017 Fiscal Year Evergreen Bank Group Athletic Field

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	16/17 YTD	15/16 Actual
Hours	149	116	86	130	165	190	97	28	5	26	108	135	1,233	1,113
Revenue	\$11,855	\$7,598	\$3,236	\$9,478	\$8,602	\$10,652	\$7,272	\$478	\$500	\$2,600	\$8,334	\$10,115	\$80,718	\$78,489

Athletic Field Usage 2016/2017 Fiscal Year Natural Grass Soccer Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	16/17 YTD	15/16 Actual
Hours	207	105	138	177	191	196	0	0	0	0	0	93	1,106	1,328
Revenue	\$2,500	\$2,200	\$600	\$650	\$1,550	\$1,075	\$0	\$0	\$0	\$0	\$0	\$1,275	\$9,850	\$14,981

Athletic Field Usage 2016/2017 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	16/17 YTD	15/16 Actual
Hours	118	118	147	70	222	246	9	0	0	0	0	57	987	1,179
Revenue	\$3,123	\$1,924	\$735	\$960	\$4,062	\$3,422	\$912	\$0	\$0	\$0	\$0	\$1,508	\$16,645	\$27,914

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

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 YTD
Hours	177	103	109	180	188	183	109	8	8	3			1,067	991
Revenue	\$13,262	\$5,222	\$2,103	\$10,385	\$11,120	\$12,907	\$8,985	\$739	\$750	\$205			\$65,679	\$62,269

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

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 YTD
Hours	159	140	133	202	211	200	1	0	0	0			1,046	1,013
Revenue	\$4,203	\$2,248	\$833	\$1,138	\$6,713	\$2,088	\$25	\$0	\$0	\$0			\$17,245	\$8,575

Athletic Field Usage 2017/2018 Fiscal Year Baseball Fields

Month	May	June	July	August	September	October	November	December	January	Feb	March	April	17/18 YTD	16/17 YTD
Hours	88	148	151	209	183	81	2	0	0	0			862	930
Revenue	\$2,778	\$4,157	\$1,284	\$2,425	\$4,235	\$2,079	\$150	\$0	\$0	\$0			\$17,107	\$15,138



Oak Brook Park District
 Aquatic Center
 Aquatic Party Statistics

2018 Aquatic Party Statistics													
Total # Parties	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Splash Birthday	20	21											41
Super Splash Birthday	10	8											18
Group (by day)	7	6											13
Private (indoors only)	5	3											8
Private (indoor/outdoor combo)	0	0											0
Splash Island Birthday	0	0											0
Camp Rentals	2	3											5
Lane Rental (lap only)	3	1											4
Scout	2	3											5
Total # Parties	49	45	59	55	0	0	0	0	0	0	0	0	208

2017	46	52	59	55	47	60	98	37	2	44	31	63	594
2016	65	60	61	80	84	90	80	68	34	49	44	46	761
2015	52	58	71	51	65	77	82	47	37	44	49	42	675

Oak Brook Park District
Family Recreation Center
Membership Usage Data

*Members												
	January	February	March	April	May	June	July	August	September	October	November	December
2015	2,368	2,412	2,467	2,489	2,520	2,572	2,628	2,464	2,636	2,564	2,534	3,299
Resident	67%	67%	67%	67%	67%	66%	66%	64%	65%	65%	63%	54%
Non Resident	33%	33%	33%	33%	33%	34%	34%	36%	35%	35%	37%	46%
EFT	2,123	2,141	2,195	2,192	2,149	2,243	2,207	2,263	2,318	2,277	2,556	2,492
2016	3,524	3,456	3,704	3,623	4,053	4,204	4,333	4,220	3,603	3,571	3,600	3,757
Resident	54%	53%	54%	56%	54%	52%	52%	52%	56%	55%	57%	56%
Non Resident	46%	47%	46%	44%	46%	48%	48%	48%	44%	45%	43%	44%
EFT	2,216	2,674	2,188	2,170	2,205	2,177	2,212	2,207	2,207	2,197	2,209	2,329
2017	3,901	3,715	3,686	3,848	4,150	4,230	4,283	3,812*	3711*	3,665*	3,751	3,859
Resident	55%	53%	53%	54%	53%	52%	52%	54%	55%	55%	53%	52%
Non Resident	45%	47%	47%	46%	47%	48%	48%	46%	45%	45%	47%	48%
EFT	2,481	2,495	2,514	2,538	2,499	2,499	2,511	2,529	2,513	2,520	2,617	2,736
2018	3,902	3,888										
Resident	52%	52%										
Non Resident	48%	48%										
EFT	2,827	2,836										
Usage												
	January	February	March	April	May	June	July	August	September	October	November	December
2015	10,055	8,974	9,813	8,938	8,713	9,082	8,655	8,545	7,911	8,612	8,261**	10,880
2016	13,418	13,216	12,915	12,360	11,828	11,750	11,538	10,900	9,097	10,625	10,233	10,034
2017	12,631	11,559	12,351	11,245	14,711	16,596	17,065	12,568*	8238*	12,812	13,327	14,178
2018	15,909	13,043										

*Locker Room Renovation began August 14, 2017

Re-opened December 1st, 2017



Memo

To: Board of Commissioners
From: Bob Johnson, Director of Parks and Planning
Date: March 13, 2018
Re: Board Report

- Winter fleet service is complete.
- The ice rink and sledding hills are closed for the season.
- Staff is in the process of “opening” the parks. Landscape cleanup is underway, pre-emergent herbicide is being spread to control weeds in landscaping beds, and tennis and volleyball nets are being installed.
- Winter tree removals from Central Park are nearly complete. The work is scheduled during the cold months to take advantage of lower rates. The vast majority of the trees removed were dead Ash that had not responded to EAB treatments. A handful of viable deciduous trees were removed in advance of the new playground and parking lot installation, but these will be replaced as part of the new landscape scope of the project.
- A conditional building permit has been issued to the District for demolition and electrical work associated with the Central Park project. The permit is classified as conditional because a required NPDES (National Pollutant Discharge Elimination System) approval through the EPA has not yet been issued for the project, but it is forthcoming.
- The District has been awarded a DuPage County Stormwater Grant up to \$100,000 for work on the gabion weir in Ginger Creek, as well as the permeable paver parking lot at Central Park. The District is one of five recipients from across the county. The work on the gabion weir is expected to take place during the summer of 2018, and the paver work will be completed as part of the Central Park Improvements Project that begins April 1st.
- The 2018 bid opening for turf grass mowing took place on March 2nd. Please see the agenda history for the result and recommendation.
- Staff followed up with the Tesla Corporation regarding concerns and questions about the installation of charging stations at Central Park facilities. The Q & A was provided at the February Board Meeting, and again below. Please see the agenda history for staff commentary.
 - 1. Can we review a sample contract for the charging stations?** There is actually no contract for our program. The charging stations and pedestals (if needed) are provided for free, and we help pay installation costs on top of providing all warranty and service needs, without requiring you to sign a contract or “sign up” for anything. The stations are under the ownership of OB Parks from day one, with no permission necessary to stop using or remove them.
 - 2. What are the terms? If we decide in a year (or 2,4,6, etc...) that we don’t want the units, what happens?** At that point, they’d be yours to remove at your will. This is an important point for us – that you aren’t tied to a contract, or required to keep them for any longer than you’d like.
 - 3. Will Tesla allow us to not be one of their destination charging sites? The idea is that we would want to provide the service for primarily residents.** As the stations would be provided through our Destination Charging Program, there wouldn’t be a scenario where we can cover the cost of the equipment and installations

without putting them on our maps. However, we can certainly put something on the UI such as “Available for Members Only” or to keep it local to your residents.

4. Will the Park District be indemnified from any legal action? In other words, if someone’s car catches fire while charging at our station, who is responsible? In the situation where a Tesla vehicle is damaged by a charging station, that would fall under Tesla’s liability (let me add, though, this has never happened.) If a cable was left on the ground and somebody walked by and tripped, that would not fall under Tesla’s liability.

5. What happens if a charging station becomes damaged? Warranty and maintenance are covered, so we will cover any repairs/replacements needed. All of our charging stations come with a 4-year warranty, though our personal direction per the program is such that we will continue taking care of these stations, even after the 4 year mark, so long as the property is still part of our program. This would cover any maintenance, service, repair or replacement needed.

6. Is there a plan in place for upgrading the stations after so many years? Who would be responsible for that? We do not have a plan in place at this time. These are our 2nd generation stations, so everything has already gone through an update, but assuming we had a 3rd generation come out in the future, we’d explore at that time what upgrades would look like.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: TURF GRASS MOWING BID

AGENDA NO.: 7A

MEETING DATE: MARCH 19, 2018

STAFF REVIEW:

Director of Parks and Planning, Bob Johnson:

Handwritten signature of Bob Johnson.

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey.

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

At the February 17, 2014 Board Meeting, the Board accepted the bid from Classic Landscape, Ltd. for Turf Mowing Services and entered into an agreement for the turf mowing services until April 30, 2016. Section 2 of the contract provided that the contract could be extended for up to two additional years to April 30, 2018, upon the approval by the District and Classic Landscape, Ltd., and that provision was previously acted upon.

The Park District solicited bids for mowing services for the 2018 season, with the same option to extend the term if mutually agreed upon by the contractor and the Oak Brook Park District. The bid opening was held on March 2nd. Six contractors submitted bids for mowing, as well as an alternate cost for providing hand weeding services at the request of the District on an as-needed basis.

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

Staff recommends accepting the low bid from Classic Landscape, Ltd. for turf mowing services, as well as the alternate bid for hand weeding.

ACTION PROPOSED:

Motion (and a second) to accept the bid from, and approve an agreement with, Classic Landscape, Ltd. for turf mowing services and hand weeding, for a total contract price not-to-exceed \$54,000.

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

Turf Grass Mowing Bid

Bid Opening 3-1-18, 10:30 am

Bids were opened in the order of receipt.

Contractor	A#1	Bond	Certs	Refs	Mowing						Alternate Bid 1
					Central PK	Frst Glen	Saddle Brk	Chillem	DNS	Total	Hand Weeding
											Cost/hour
Landscape Concepts Management, Grayslake, IL	x	x	x	x	\$3,573.00	\$396.00	\$815.00	\$115.00	\$205.00	\$5,104.00	\$ 27.00
Rosborough Partners, Inc., Libertyville, IL		x	x	x	\$1,425.00	\$135.00	\$360.00	\$80.00	\$100.00	\$2,100.00	\$ 28.00
Beary Landscape, Lockport, IL	x	x	x	x	\$1,100.00	\$150.00	\$300.00	\$50.00	\$100.00	\$1,700.00	\$ 28.00
Ramiro Guzman Landscaping, Inc., Plainfield, IL		x	x	x	\$1,600.00	\$150.00	\$297.00	\$50.00	\$80.00	\$2,177.00	\$ 30.00
Lizette Medina CO, Evanston, IL		x	x	x	\$1,365.00	\$140.00	\$350.00	\$35.00	\$70.00	\$1,960.00	\$ 32.00
Classic Landscape, Ltd., West Chicago, IL	x	x	x	x	\$979.20	\$122.40	\$158.10	\$46.00	\$66.30	\$1,372.00	\$ 42.00



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: RESOLUTION 18-0319: A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER INVOLVING AN INCREASE IN THE CONTRACT PRICE OF \$10,000.00 OR MORE FOR THE FAMILY LOCKER ROOM PROJECT

AGENDA No.: 7B

MEETING DATE: MARCH 19, 2018

STAFF REVIEW:

Director of Recreation & Facilities, 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 Board of Park Commissioners approved an agreement with Wight & Co. for the Family Locker Room project for a not to exceed cost of \$1,051,549 at the July 17, 2017 regular meeting of the Board of Commissioners.

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

In the process of construction, several issues were discovered that necessitated change orders. In addition, due to the tight timeline of the project, the contractor was given verbal permission to complete the work to ensure the project would be completed on time. These were field changes that were necessary in order for the project to move forward and mostly unforeseeable. Wight and Co. has just submitted the formal paperwork to the District.

The total value of the following change orders is: \$16,867. The change orders are summarized on the page that follows. Along with these change orders, staff negotiated for Wight & Co. to pay for the construction of the sight line wall on the men's side of the complex. Despite these change orders, the project will finish under budget.

ACTION PROPOSED:

A Motion (and a second) to Approve Resolution 18-0319: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000.00 or More for the Family Locker Room Project.

RESOLUTION NO. 18-0319

A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER INVOLVING AN INCREASE IN THE CONTRACT PRICE OF \$10,000.00 OR MORE (Family Locker Room Project)

WHEREAS, pursuant to the Illinois Compiled Statutes, Chapter 720, Section 5/33E-9, the Oak Brook Park District (the “District”) is required to make specific findings prior to authorizing any change order relative to a contract which would increase or decrease the dollar amount of the contract by \$10,000.00 or more; and

WHEREAS, during certain Regular Board Meetings of the Oak Brook Park District, the Board of Commissioners (“Board”) approved change orders as set forth in the following chart, and

Regular Board Meeting Date	Contractor	Change Order Number and Description	Amount
8-21-17	Kingston Tile	CO1 Provide & Install Wall Tile	\$20,000.00
9-18-17	CW Burns	CO1 Upgrade faucets to Sloan	\$2,212.00
9-18-17	CW Burns	CO2 Provide and Install new Moen shower trim, heads, ADA slide bar, & Handheld shower	\$583.00
9-18-17	DBM	CO1 Additional toilet accessories	\$3578.00
9-18-17	DBM	CO2 Furr out wall in locker room/mount brackets	\$477.00
9-18-17	DBM	CO3 Backer Board for bathroom & Shower	\$17435.00
10-16-17	CW Burns	CO3 Handle extensions due to wall tile	\$341.00
10-16-17	CW Burns	CO4 repair trench drain grates damaged	933.00
Subtotal			\$45,559.00

WHEREAS, said change orders increased the price of the contracts between the District and these contractors in the total amount of \$45,559.00, and

WHEREAS, the Executive Director has presented and recommended the proposed change orders the contracts between the District and the Family Locker Room contractors. for the following amounts:

<u>Contractor</u>	<u>Change Order #</u>	<u>Amount</u>	<u>Description</u>	<u>Notes</u>
Airport Electric	1	\$ (348.00)	Back charge for dumpsters	DBM paid for dumpsters for all contractors.

CW Burns	5	\$1,170.00	Installation of hose bibs per IDPH permit application	
CW Burns	6	\$ (348.00)	Back charge for dumpsters	DBM paid for dumpsters for all contractors.
DBM Services, Inc.	4	\$1,044.00	Provide dumpster for all trade contractors	Charged back to individual contractors thus reducing their contract value.
DBM Services, Inc.	5	\$718.00	Furnish and install four additional access panels	Existing equipment concealed above hard ceiling; new panels added to meet new code.
DBM Services, Inc.	6	\$1,877.00	Re-work toilet in Family Locker Room due to concealed steel column in existing wall.	ASI 002
DBM Services, Inc.	7	\$1,885.00	Re-work existing wall at shower area.	Remove existing chair rail and skim coat entire wall.
DBM Services, Inc.	8	\$2,696.00	Removal of existing concrete.	Locker bases needed to be adjusted to meet ADA requirements in new layout. Actual dimensions varied from field measurements and as-builts.
DBM Services, Inc.	9	\$2,108.00	Reconstruction existing wall	Existing walls not structurally sound.
DBM Services, Inc.	10	\$1,354.00	Furr out bathrooms walls at shower.	New wall needed to be modified to coordinate with the specified shower basin.
DBM Services, Inc.	11	\$2,336.00	Lock Function replacement at Family private changing/toilet rooms	Replaced locks for private changing/toilet partitions, discrepancy in the specifications

				between written description and model number
Kingston Tile	2	\$(348.00)	Back charge for dumpsters	DBM paid for dumpsters for all contractors.
MG Mechanical	1	\$2,723.00	New mechanical grilles	Existing grilles and associated ductwork in too bad of condition to re-install. Concealed above a hard ceiling.
Total		\$16,867.00		

and a copy of said change orders being attached hereto as Exhibit “A” and made part hereof, to the District’s Board of Park Commissioners (“Board”); and

WHEREAS, the total sum of change orders would increase the total project price by \$62,426.00 thereby requiring the Board’s authorization to accept change orders.

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

SECTION 1. That after reviewing the explanation of the Executive Director as to the necessity of and reason for the change order attached hereto as Exhibit “A”, the Board finds as follows:

- A. That the circumstances which necessitated said change orders were not reasonably foreseeable at the time the contract was entered into.
- B. That the basis of the change orders was not within the contemplation of the contract when the contract was signed.
- C. That it is in the best interests of the District to approve the change orders in its proposed forms.
- D. That to the extent that it may have been necessary to go to bid relative to the work contemplated by said change orders, bidding is hereby specifically waived as to the change order work.

SECTION 2. That having made the findings set forth in Section 1 above, the Board hereby approves the change order 3 attached hereto as Exhibit “A”, and directs and authorizes the Board’s President to execute said change order on behalf of the District.

PASSED AND APPROVED THIS 19th DAY OF March, 2018.

AYES: _____

NAYS: _____

OTHER: _____

Sharon Knitter, President

ATTEST:

Laure Kosey, Secretary

Exhibit A
Change Orders



AIA[®] Document G701[™] – 2001

Change Order

PROJECT <i>(Name and address):</i> Family Locker Room Renovation Oak Brook Family Recreation Center 1450 Forest Gate Road Oak Brook, IL 60523	CHANGE ORDER NUMBER: 001 DATE: 02/05/2018 ARCHITECT'S PROJECT NUMBER: 5646-01 CONTRACT DATE: July 17, 2017 CONTRACT FOR: General Construction - Plumbing	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Airport Electric 6342 S. Central Ave. Chicago, IL 60638		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Back charge for dumpster

The original Contract Sum was	\$ 141,486.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 141,486.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 348.00
The new Contract Sum including this Change Order will be	\$ 141,138.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company ARCHITECT <i>(Firm name)</i> 2500 North Frontage Road Darien, IL 60561 ADDRESS _____ BY <i>(Signature)</i> Laura Batterberry <i>(Typed name)</i> 09/20/2017 DATE	Airport Electric CONTRACTOR <i>(Firm name)</i> 6342 S. Central Ave. Chicago, IL 60638 ADDRESS _____ BY <i>(Signature)</i> _____ <i>(Typed name)</i> _____ DATE	Oak Brook Park District OWNER <i>(Firm name)</i> 1450 Forest Gate Road Oak Brook, IL 60523 ADDRESS _____ BY <i>(Signature)</i> Laure Kosey, Executive Director <i>(Typed name)</i> _____ DATE
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AIA[®] Document G701[™] – 2017

Change Order

PROJECT: *(Name and address)*
 Family Locker Room Renovation
 (Plumbing)
 1450 Forest Gate Road
 Oak Brook, IL 60523

CONTRACT INFORMATION:
 Contract For: General Construction -
 Plumbing
 Date: July 17, 2017

CHANGE ORDER INFORMATION:
 Change Order Number: 004
 Date:

OWNER: *(Name and address)*
 Oak Brook Park District
 1450 Forest Gate Road
 Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
 Wight & Company
 2500 North Frontage Road
 Darien, IL 60561

CONTRACTOR: *(Name and address)*
 CW Burns
 1536 Brook Drive
 Downers Grove, IL 60515

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Installation of hose bibbs per IDPH

The original Contract Sum was	\$ 119,400.00
The net change by previously authorized Change Orders	\$ 4,069.00
The Contract Sum prior to this Change Order was	\$ 123,469.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 1,170.00
The new Contract Sum including this Change Order will be	\$ 124,639.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>CW Burns</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
SIGNATURE	SIGNATURE	SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	<u></u> PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
<u></u> DATE	<u></u> DATE	<u></u> DATE



AIA[®] Document G701[™] – 2017

Change Order

PROJECT: *(Name and address)*
 Family Locker Room Renovation
 (Plumbing)
 1450 Forest Gate Road
 Oak Brook, IL 60523

CONTRACT INFORMATION:
 Contract For: General Construction -
 Plumbing
 Date: July 17, 2017

CHANGE ORDER INFORMATION:
 Change Order Number: 005
 Date:

OWNER: *(Name and address)*
 Oak Brook Park District
 1450 Forest Gate Road
 Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
 Wight & Company
 2500 North Frontage Road
 Darien, IL 60561

CONTRACTOR: *(Name and address)*
 CW Burns
 1536 Brook Drive
 Downers Grove, IL 60515

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Back charge for dumpster

The original Contract Sum was	\$ 119,400.00
The net change by previously authorized Change Orders	\$ 5,239.00
The Contract Sum prior to this Change Order was	\$ 124,639.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 348.00
The new Contract Sum including this Change Order will be	\$ 124,291.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>CW Burns</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	 PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
 DATE	 DATE	 DATE



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Change Order

PROJECT: *(Name and address)*
Family Locker Room Renovation

1450 Forest Gate Road
Oak Brook, IL 60523

CONTRACT INFORMATION:
Contract For: General Construction -
Carpentry
Date: July 17, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 004

Date: 02/05/2018

OWNER: *(Name and address)*
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
Wight & Company
2500 North Frontage Road
Darien, IL 60561

CONTRACTOR: *(Name and address)*
DBM Services, Inc
9850 190th St
Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide dumpster for all trade contractors

The original Contract Sum was	\$	<u>478,014.00</u>
The net change by previously authorized Change Orders	\$	<u>21,490.00</u>
The Contract Sum prior to this Change Order was	\$	<u>499,504.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>1,044.00</u>
The new Contract Sum including this Change Order will be	\$	<u>500,548.00</u>

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company
ARCHITECT *(Firm name)*

DBM Services, Inc
CONTRACTOR *(Firm name)*

Oak Brook Park District
OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Laura Batterberry, Project Manager
PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

Laure Kosey, Executive Director
PRINTED NAME AND TITLE

DATE

DATE

DATE



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Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Family Locker Room Renovation

1450 Forest Gate Road
Oak Brook, IL 60523

CONTRACT INFORMATION:
Contract For: General Construction -
Carpentry
Date: July 17, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 005

Date: 02/05/2018

OWNER: *(Name and address)*
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
Wight & Company
2500 North Frontage Road
Darien, IL 60561

CONTRACTOR: *(Name and address)*
DBM Services, Inc
9850 190th St
Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Furnish and install four (4) additional access panels.

The original Contract Sum was	\$	<u>478,014.00</u>
The net change by previously authorized Change Orders	\$	<u>22,534.00</u>
The Contract Sum prior to this Change Order was	\$	<u>500,548.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>718.00</u>
The new Contract Sum including this Change Order will be	\$	<u>501,266.00</u>

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company
ARCHITECT *(Firm name)*

DBM Services, Inc
CONTRACTOR *(Firm name)*

Oak Brook Park District
OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Laura Batterberry, Project Manager
PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

Laure Kosey, Executive Director
PRINTED NAME AND TITLE

DATE

DATE

DATE



AIA®

Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Family Locker Room Renovation 1450 Forest Gate Road Oak Brook, IL 60523	CONTRACT INFORMATION: Contract For: General Construction - Carpentry Date: July 17, 2017	CHANGE ORDER INFORMATION: Change Order Number: 006 Date: 02/05/2018
OWNER: <i>(Name and address)</i> Oak Brook Park District 1450 Forest Gate Road Oak Brook, IL 60523	ARCHITECT: <i>(Name and address)</i> Wight & Company 2500 North Frontage Road Darien, IL 60561	CONTRACTOR: <i>(Name and address)</i> DBM Services, Inc 9850 190th St Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
 ASI 002

The original Contract Sum was	\$	478,014.00
The net change by previously authorized Change Orders	\$	23,252.00
The Contract Sum prior to this Change Order was	\$	501,266.00
The Contract Sum will be increased by this Change Order in the amount of	\$	1,877.00
The new Contract Sum including this Change Order will be	\$	503,143.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>DBM Services, Inc</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE



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Change Order

PROJECT: <i>(Name and address)</i> Family Locker Room Renovation 1450 Forest Gate Road Oak Brook, IL 60523	CONTRACT INFORMATION: Contract For: General Construction - Carpentry Date: July 17, 2017	CHANGE ORDER INFORMATION: Change Order Number: 007 Date: 02/05/2018
OWNER: <i>(Name and address)</i> Oak Brook Park District 1450 Forest Gate Road Oak Brook, IL 60523	ARCHITECT: <i>(Name and address)</i> Wight & Company 2500 North Frontage Road Darien, IL 60561	CONTRACTOR: <i>(Name and address)</i> DBM Services, Inc 9850 190th St Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
 Re-work existing wall at shower area.

The original Contract Sum was	\$	478,014.00
The net change by previously authorized Change Orders	\$	25,129.00
The Contract Sum prior to this Change Order was	\$	503,143.00
The Contract Sum will be increased by this Change Order in the amount of	\$	1,885.00
The new Contract Sum including this Change Order will be	\$	505,028.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>DBM Services, Inc</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE



Change Order

PROJECT: <i>(Name and address)</i> Family Locker Room Renovation 1450 Forest Gate Road Oak Brook, IL 60523	CONTRACT INFORMATION: Contract For: General Construction - Carpentry Date: July 17, 2017	CHANGE ORDER INFORMATION: Change Order Number: 008 Date: 02/05/2018
OWNER: <i>(Name and address)</i> Oak Brook Park District 1450 Forest Gate Road Oak Brook, IL 60523	ARCHITECT: <i>(Name and address)</i> Wight & Company 2500 North Frontage Road Darien, IL 60561	CONTRACTOR: <i>(Name and address)</i> DBM Services, Inc 9850 190th St Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
 Removal of existing concrete.

The original Contract Sum was	\$	478,014.00
The net change by previously authorized Change Orders	\$	27,014.00
The Contract Sum prior to this Change Order was	\$	505,028.00
The Contract Sum will be increased by this Change Order in the amount of	\$	2,696.00
The new Contract Sum including this Change Order will be	\$	507,724.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>DBM Services, Inc</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE



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Change Order

PROJECT: (Name and address)
Family Locker Room Renovation
1450 Forest Gate Road
Oak Brook, IL 60523

CONTRACT INFORMATION:
Contract For: General Construction -
Carpentry
Date: July 17, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 009
Date: 02/05/2018

OWNER: (Name and address)
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, IL 60523

ARCHITECT: (Name and address)
Wight & Company
2500 North Frontage Road
Darien, IL 60561

CONTRACTOR: (Name and address)
DBM Services, Inc
9850 190th St.
Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Existing wall needed to be reconstructed

Table with 2 columns: Description and Amount. Rows include original contract sum, net change, sum prior to change order, increase amount, and new total sum.

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Signature lines for Architect (Wight & Company), Contractor (DBM Services, Inc), and Owner (Oak Brook Park District) with fields for Signature, Printed Name and Title, and Date.



Change Order

PROJECT: <i>(Name and address)</i> Family Locker Room Renovation 1450 Forest Gate Road Oak Brook, IL 60523	CONTRACT INFORMATION: Contract For: General Construction - Carpentry Date: July 17, 2017	CHANGE ORDER INFORMATION: Change Order Number: 010 Date: 02/08/2018
OWNER: <i>(Name and address)</i> Oak Brook Park District 1450 Forest Gate Rd Oak Brook, IL 60523	ARCHITECT: <i>(Name and address)</i> Wight & Company 2500 N. Frontage Road Darien, IL 60561	CONTRACTOR: <i>(Name and address)</i> DBM Services, Inc. 9850 190th St. Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
 Furr out bathroom walls @ showers.

The original Contract Sum was	\$	478,014.00
The net change by previously authorized Change Orders	\$	31,818.00
The Contract Sum prior to this Change Order was	\$	509,832.00
The Contract Sum will be increased by this Change Order in the amount of	\$	1,354.00
The new Contract Sum including this Change Order will be	\$	511,186.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>DBM Services, Inc.</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE



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Change Order

PROJECT: <i>(Name and address)</i> Family Locker Room Renovation 1450 Forest Gate Road Oak Brook, IL 60523	CONTRACT INFORMATION: Contract For: General Construction - Carpentry Date: July 17, 2017	CHANGE ORDER INFORMATION: Change Order Number: 011 Date: 02/12/2018
OWNER: <i>(Name and address)</i> Oak Brook Park District 1450 Forest Gate Road Oak Brook, IL 60523	ARCHITECT: <i>(Name and address)</i> Wight & Company 2500 North Frontage Road Darien, IL 60561	CONTRACTOR: <i>(Name and address)</i> DBM Services, Inc 9850 190th St. Mokena, IL 60448

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Lock function replacement at Family private changing/toilet rooms.

The original Contract Sum was	\$	478,014.00
The net change by previously authorized Change Orders	\$	33,172.00
The Contract Sum prior to this Change Order was	\$	511,186.00
The Contract Sum will be increased by this Change Order in the amount of	\$	2,336.00
The new Contract Sum including this Change Order will be	\$	513,522.00

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>DBM Services, Inc</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE



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Change Order

PROJECT: *(Name and address)*
 Family Locker Room Renovation

 1450 Forest Gate Road
 Oak Brook, IL 60523

CONTRACT INFORMATION:
 Contract For: General Construction- Tile
 & Flooring
 Date: July 17, 2017

CHANGE ORDER INFORMATION:
 Change Order Number: 002

 Date: 02/05/18

OWNER: *(Name and address)*
 Oak Brook Park District
 1450 Forest Gate Road
 Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
 Wight & Company
 2500 North Frontage Road
 Darien, IL 60561

CONTRACTOR: *(Name and address)*
 Kingston Tile
 731 Oakridge Dr.
 Romeoville, IL 60446

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Back charge for dumpster

The original Contract Sum was	\$ 99,542.00
The net change by previously authorized Change Orders	\$ 20,000.00
The Contract Sum prior to this Change Order was	\$ 119,542.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 348.00
The new Contract Sum including this Change Order will be	\$ 119,194.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wight & Company</u> ARCHITECT <i>(Firm name)</i>	<u>Kingston Tile</u> CONTRACTOR <i>(Firm name)</i>	<u>Oak Brook Park District</u> OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
<u>Laura Batterberry, Project Manager</u> PRINTED NAME AND TITLE	 PRINTED NAME AND TITLE	<u>Laure Kosey, Executive Director</u> PRINTED NAME AND TITLE
 DATE	 DATE	 DATE



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Change Order

PROJECT: *(Name and address)*
Family Locker Room Renovation
1450 Forest Gate Road
Oak Brook, IL 60523

CONTRACT INFORMATION:
Contract For: General Construction
Date: July 17, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: 02/05/2018

OWNER: *(Name and address)*
Oak Brook Park District
1450 Forest Gate Road
Oak Brook, IL 60523

ARCHITECT: *(Name and address)*
Wight & Company
2500 North Frontage Road
Darien, IL 60561

CONTRACTOR: *(Name and address)*
MG Mechanical
1513 Lamb Rd
Woodstock, IL 60093

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

New mechanical grilles

The original Contract Sum was	\$	<u>41,564.00</u>
The net change by previously authorized Change Orders	\$	<u>0.00</u>
The Contract Sum prior to this Change Order was	\$	<u>41,564.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>2,723.00</u>
The new Contract Sum including this Change Order will be	\$	<u>44,287.00</u>

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wight & Company
ARCHITECT *(Firm name)*

MG Mechanical
CONTRACTOR *(Firm name)*

Oak Brook Park District
OWNER *(Firm name)*

SIGNATURE
Laura Batterberry, Project Manager
PRINTED NAME AND TITLE

SIGNATURE

PRINTED NAME AND TITLE

SIGNATURE
Laure Kosey, Executive Director
PRINTED NAME AND TITLE

DATE

DATE

DATE



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: ELECTRIC VEHICLE CHARGING STATIONS

AGENDA NO.: 7C

MEETING DATE: MARCH 19, 2018

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):

Staff has been researching the opportunity to install electric vehicle charging stations in the parking lots of the Family Recreation Center, Tennis Center, and Central Park West. The Village of Oak Brook is currently in the process of adding charging stations at their locations. The equipment and installation of the stations is subsidized through the Tesla Corporation.

After evaluating the three Park District facilities, Kapital Electric, Inc. (an authorized Tesla Electrical Contractor) provided a proposal which includes equipment and installation for the stations at zero cost to the Park District. The electricity cost for charging vehicles is the responsibility of the Park District. On average, the hourly cost while vehicles are charging is \$1.00 per facility, regardless of how many vehicles are charging at each location at one time. The Family Recreation and Tennis Centers would each have 6 chargers mounted on 3 pedestals, and Central Park West would have 4 chargers mounted on 2 pedestals.

Legal counsel for the Park District has recommended entering into a simple letter agreement with the Tesla Corporation which outlines the cost, ownership, risk, and warranty of the charging stations.

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

Staff recommends accepting the proposal from Kapital Electric, Inc. pending the completion of a letter of intent agreement between the Oak Brook Park District and Tesla, Inc.

ACTION PROPOSED:

Motion (and a second) to accept the proposal from Kapital Electric, Inc. for the installation of electric vehicle charging stations pending the completion of a letter of intent agreement between the Oak Brook Park District and Tesla, Inc.



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: PROPOSED BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2018 THROUGH APRIL 30, 2019

AGENDA No.: 8.A.

MEETING DATE: MARCH 19, 2018

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 proposed fiscal year 2018/2019 budgets kicked-off in October 2017 when Finance staff began calculating the expected 2017 property tax levy. On December 11, 2017 the budget planning module was made available to staff so they could begin compiling their proposed budgets. These budgets were due to Finance by January 17, 2018 at which time access to the budget module was closed. Concurrent with this process, staff was also tasked with developing their capital budget requests and updating the five-year capital improvement plan (CIP) and such capital requests were due to Finance on December 26, 2017. Soon after the closure of the budget module, Finance staff began compiling the proposed budget information and presented such requests to the Executive Director for review.

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

On February 19, 2018 the Board conducted a Special Meeting and at such meeting staff presented the Board with various schedules detailing the proposed FY 2018/2019 budgets. The Board made several inquiries about the budget and provided feedback to staff. Subsequent to this meeting Finance staff continued to further refine the budget and made the following additional adjustments:

- Reduced budgeted part-time wages in the Finance department (General Fund) in the amount of \$11,878
- Increased budgeted costs for the Gabion Weir project (Capital Projects Fund) in the amount of \$45,264
- Increased budgeted grant revenue in the amount of \$119,000 (Capital Projects Fund). This amount consists of a \$100,000 grant from the DuPage County Stormwater Management and a \$19,000 grant from ComEd.

A public hearing on our proposed fiscal year 2018/2019 budget is scheduled for April 16, 2018. Notice of this public hearing is scheduled to be published in the Doings-Oak Brook newspaper on April 5, 2018.

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

Accompanying this agenda history document is a draft of the annual budget and appropriation ordinance, a consolidating Budget Summary schedule that summarizes the budgets for all eleven of our funds as well as a draft of the Certification of Estimate of Revenue for Fiscal Year 2018-2019.

The attached ordinance, budget summary schedule and certification of estimate of revenues are for review and discussion only. The final proposed fiscal year 2018/2019 budget and related documents are scheduled for approval at the April 16, 2018 Board meeting.

ACTION PROPOSED:

For review and discussion only.

ORDINANCE NO. 18-0416

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, 2018 AND ENDING APRIL 30, 2019.

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 16th day of April, 2018, 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, 2018 to April 30, 2019.

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	\$2,690,302.00
RECREATION FUND	\$4,031,837.00
ILLINOIS MUNICIPAL RETIREMENT FUND	\$ 205,000.00
SOCIAL SECURITY FUND	\$ 253,000.00
LIABILITY INSURANCE FUND	\$ 161,836.00
AUDIT FUND	\$ 13,263.00
SPECIAL RECREATION FUND	\$ 129,200.00
DEBT SERVICE FUND	\$ 411,999.00
RECREATIONAL FACILITIES FUND (Tennis Ctr.)	\$1,895,440.00
CAPITAL PROJECTS FUND	\$1,266,849.00
SPORTS CORE FUND	\$ 265,000.00

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	\$2,690,302.00
RECREATION PROGRAM FUND	4,031,837.00
ILLINOIS MUNICIPAL RETIREMENT FUND	205,000.00
SOCIAL SECURITY FUND	253,000.00
LIABILITY INSURANCE FUND	161,836.00
AUDIT FUND	13,263.00
SPECIAL RECREATION FUND	129,200.00
DEBT SERVICE FUND	411,999.00
RECREATIONAL FACILITIES FUND	1,895,440.00
CAPITAL PROJECTS FUND	1,266,849.00
SPORTS CORE FUND	<u>265,000.00</u>
TOTAL	<u>\$11,323,726.00</u>

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

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

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

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

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

Adopted this 16th day of April, 2018, pursuant to a roll call vote as follows:

Aye: _____

Nay: _____

Absent: _____

President

ATTEST:

Board Secretary

**OAK BROOK PARK DISTRICT
CERTIFICATION OF ESTIMATE OF
REVENUE FOR FISCAL YEAR 2018-2019**

I, Kevin Tan, do hereby certify that I am the duly qualified treasurer of the Oak Brook Park District and the Chief Fiscal Officer of said Park District; as such officer I do further certify that the revenues, by source, anticipated to be received by said Park District in the fiscal year beginning May 1, 2018 and ending April 30, 2019 are estimated to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
Property and Replacement Taxes	
General Corporate	\$ 1,389,777.00
Recreation	926,448.00
Illinois Municipal Retirement Fund	188,412.00
Special Recreation Funds	125,030.00
Social Security Fund	270,633.00
Liability Insurance	236,263.00
Audit	-
Debt Service	308,106.00
Sub-Total	\$ 3,444,669.00
 Non-Tax Revenues	
Interest Earned	\$ 37,360.00
Program Fees	1,669,442.00
Recreation Center/Memberships & Fees	1,165,829.00
Racquet Club/Tennis Court Fund	1,544,700.00
Aquatic Center	1,059,274.00
Grants	527,500.00
Bonds	-
Other	307,500.00
Sub-Total	\$ 6,311,605.00
 TOTAL ESTIMATED REVENUES	 \$ 9,756,274.00

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the said Park District this 16th day of April, 2018.

Kevin Tan
Treasurer and Chief Fiscal Officer

SEAL

**OAK BROOK PARK DISTRICT
2018 - 2019 BUDGET SUMMARY**

REVENUES	GENERAL	RECREATION	RECREATIONAL FACILITIES	IMRF	SOCIAL SECURITY	LIABILITY INSURANCE	AUDIT	SPECIAL RECREATION	DEBT SERVICE	CAPITAL PROJECTS	SPORTS CORE	TOTALS
Taxes - Property	\$ 1,305,765	\$ 900,000	\$ -	\$ 165,075	\$ 255,075	\$ 230,040	\$ -	\$ 125,030	\$ 308,106	\$ -	\$ -	\$ 3,289,091
Taxes - Replacement	84,012	26,448	-	23,337	15,558	6,223	-	-	-	-	-	155,578
Interest	11,000	12,000	5,000	900	500	300	200	125	335	7,000	-	37,360
Building Rental Fees	321,845	-	-	-	-	-	-	-	-	-	-	321,845
Program Fees	736,984	2,728,716	1,544,700	-	-	-	-	-	-	-	10,000	5,020,400
Field Rentals	97,000	-	-	-	-	-	-	-	-	-	-	97,000
Marketing	-	24,000	-	-	-	-	-	-	-	-	-	24,000
Grants	-	-	-	-	-	-	-	-	-	527,500	-	527,500
Other	3,000	3,000	1,500	-	-	-	-	19,000	-	2,000	255,000	283,500
Total Revenues	\$ 2,559,606	\$ 3,694,164	\$ 1,551,200	\$ 189,312	\$ 271,133	\$ 236,563	\$ 200	\$ 144,155	\$ 308,441	\$ 536,500	\$ 265,000	\$ 9,756,274
EXPENDITURES/ EXPENSES												
Administration	\$ 436,172	\$ 871,019	\$ 688,491	\$ -	\$ -	\$ 34,836	\$ -	\$ 49,200	\$ -	\$ -	\$ -	\$ 2,079,718
Finance & H.R.	494,614	-	-	-	-	-	-	-	-	-	-	494,614
Parks	711,087	-	-	-	-	-	-	-	-	-	-	711,087
Professional Services	62,199	-	-	-	-	-	13,263	-	-	-	-	75,462
Recreation Center	923,166	-	-	-	-	-	-	-	-	-	-	923,166
Buildings	63,064	-	357,077	-	-	-	-	-	-	-	-	420,141
Programs	-	2,473,410	524,872	-	-	-	-	35,000	-	-	265,000	3,298,282
Marketing	-	337,408	-	-	-	-	-	-	-	-	-	337,408
Other	-	-	-	205,000	253,000	127,000	-	5,000	411,999	-	-	1,001,999
Capital Projects	-	350,000	225,000	-	-	-	-	40,000	-	1,266,849	-	1,881,849
Depreciation	-	-	100,000	-	-	-	-	-	-	-	-	100,000
Total Expenditures/ Expenses	\$ 2,690,302	\$ 4,031,837	\$ 1,895,440	\$ 205,000	\$ 253,000	\$ 161,836	\$ 13,263	\$ 129,200	\$ 411,999	\$ 1,266,849	\$ 265,000	\$ 11,323,726
Net Surplus/(Deficit), Excluding Transfers	\$ (130,696)	\$ (337,673)	\$ (344,240)	\$ (15,688)	\$ 18,133	\$ 74,727	\$ (13,063)	\$ 14,955	\$ (103,558)	\$ (730,349)	\$ -	\$ (1,567,452)
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,968	\$ 150,000	\$ -	\$ 253,968
Transfers (out)	(150,000)	(81,011)	-	-	-	-	-	-	-	(22,957)	-	(253,968)
Net Surplus/(Deficit)	\$ (280,696)	\$ (418,684)	\$ (344,240)	\$ (15,688)	\$ 18,133	\$ 74,727	\$ (13,063)	\$ 14,955	\$ 410	\$ (603,306)	\$ -	\$ (1,567,452)



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: ORDINANCE NO. 18-0417: AN ORDINANCE FOR TRANSFERRING ANTICIPATED UNEXPENDED FUNDS FROM CERTAIN APPROPRIATION ITEMS TO OTHER ITEMS OF APPROPRIATION

AGENDA NO.: 8.B.

MEETING DATE: MARCH 19, 2018

STAFF REVIEW:

Chief Financial Officer, Marco Salinas:

Handwritten signature of Marco Salinas in blue ink.

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey in black ink.

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

This ordinance authorizes staff to transfer anticipated fiscal year 2017/2018 unexpended funds from certain appropriation line items to other certain appropriation line items. Per Section 4-4 of the Illinois Park District Code, such transfers may only occur after the first six months of any fiscal year have elapsed and requires approval by two-thirds of the Park District Board.

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

If approved, these transfers will be carried-out during the month of April 2018; the twelfth (12th) month of the current fiscal year.

Ordinance 18-0417 will be presented for approval at the April 16, 2018 Board Meeting.

ACTION PROPOSED:

For Review and Discussion Only.

ORDINANCE NO. 18-0417

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

WHEREAS, the first six months of fiscal year 2017-2018 of the Oak Brook Park District have elapsed; and

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

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

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

Section 1: Anticipated unexpended funds from certain specified budget and appropriation line items in the Budget and Appropriation Ordinance for fiscal year 2017-2018, in the amounts set forth in Exhibit A attached hereto, are hereby transferred to those specific line items and in the amounts, which are also set forth in such Exhibit A, such line items to be increased to the extent of the amount so transferred.

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

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

Passed and approved this 16th day of April, 2018.

AYES: _____

NAYS: _____

ABSENT: _____

Approved:

Sharon Knitter, President

ATTEST:

Laure L. Kosey, Secretary



Oak Brook Park District

BOARD MEETING

AGENDA ITEM -HISTORY/COMMENTARY

ITEM TITLE: AMENDMENT AND RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT DATED MARCH 10, 2008 BY AND BETWEEN THE BOARD OF EDUCATION OF BUTLER SCHOOL DISTRICT #53, THE OAK BROOK PARK DISTRICT, AND THE LAGRANGE AREA DEPARTMENT OF SPECIAL EDUCATION FOR A COOPERATIVE PRESCHOOL PROGRAM AT THE OAK BROOK PARK DISTRICT RECREATION CENTER FOR SCHOOL YEAR 2018 – 2019.

AGENDA No.: 8 C

MEETING DATE: MAR. 19, 2018

STAFF REVIEW:

Director of Recreation & Facilities, 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, Butler School District #53 and the LaGrange Area Department of Special Education, is due for amendment and renewal. Staff from all three agencies are reviewing the agreement.

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

Since 2008 the Park District has entered into a contract to provide a blended preschool program to serve children with Individualized Education Plans in the District. The program has been beneficial to the participants as well as the Park District. The blended program offers training opportunities that have not been available to staff previously. This also promotes a sense of teamwork in the community. It is recommended that the Agreement be amended and renewed for the 2018-2019 school year.

ACTION PROPOSED:

For Review and Discussion Only.

**AMENDMENT AND RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT
DATED MARCH 10, 2010, BY AND BETWEEN
THE BOARD OF EDUCATION OF BUTLER SCHOOL DISTRICT #53,
THE OAK BROOK PARK DISTRICT AND THE LAGRANGE AREA DEPARTMENT
OF SPECIAL EDUCATION FOR A COOPERATIVE PRESCHOOL PROGRAM
AT THE OAK BROOK PARK DISTRICT RECREATION CENTER**

THIS AMENDMENT AND RENEWAL is made and entered into this ____ day of _____, 2018, by and between the Board of Education of Butler School District #53, a unit of local government located in DuPage County, Illinois (hereinafter referred to as the "School District"), the Oak Brook Park District, a unit of local government located in DuPage and Cook Counties, Illinois (hereinafter referred to as the "Park District"), and the LaGrange Area Department of Special Education, a special education joint agreement cooperative in DuPage and Cook Counties, Illinois (hereinafter referred to as "LADSE"), hereinafter sometimes collectively referred to as the "Parties",

WITNESSETH:

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

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

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

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

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

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

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

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

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

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

2. Amendments to and Renewal of the Agreement. Pursuant to Section 5 of the Agreement, the Parties hereby agree to the renewal of the Agreement for the 2010-2011 school year, subject to the following modifications to the Agreement as permitted under Section 9 of the Agreement:

(a) Section 2 shall be amended by deleting paragraph b and d and substituting the following:

b. One (1) half-time special education teacher. One (1) half-time speech pathologist. Three (3) half-time inclusion aides (provided by Park District and reimbursed by School District). One on one (1:1) aides required by the students' IEP's.

d. Two (2) computers for each of three (3) classrooms for a total of six (6) computers, and regular upgrades to all hardware for such computers as it becomes available. Such computers shall, at all times during the term of this Agreement, meet the recommended specifications consistent with that used in the School District.

(b) Section 3 shall be amended by deleting paragraphs a, b and c and substituting the following:

a. Reserved enrollment space for fifteen (15) special education students of the School District, with five (5) students in each of three (3) classrooms. This number may be increased by mutual agreement of the parties.

b. A minimum of three (3) classrooms for its preschool program at the

Park District's Recreation Center, and the administrative services of the Park District's Assistant Director of Recreation.

c. One (1) lead teacher, one (1) aide, and one (1) inclusion aide per classroom (half-time). Inclusion aides (1.5 FTE) to be reimbursed by the School District.

(c) Section 4 shall be amended by deleting paragraph a without substitution and deleting paragraphs b, c and d and substituting the following:

b. One (1) half-time speech therapist 0-5 (0-.5 FTE) days per week as needed and determined by the students' IEP's.

c. One (1) half-time occupational therapist 3-5 (.3-.5 FTE) days per week as needed and determined by the students' IEP's.

d. One (1) half-time physical therapist 2-5 (.2-.5 FTE) days per week as needed and determined by the students' IEP's.

3. Continued Effectiveness of Other Terms and Conditions of Agreement. Except as provided in Section 2 of this Amendment and Renewal, all other terms and conditions of the Agreement shall continue in full force and effect for the 2018-2019 school year.

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

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

OAK BROOK PARK DISTRICT

By: _____
Elizabeth Chun, Its President

By: _____
Sharon Knitter, Its President

Attest: _____
Ahmad Sulaiman, Its Secretary

Attest: _____
Laure L. Kosey, Its Secretary

LADSE

By: _____
Dr. Sheri Wernsing, Its Executive Director

Attest: _____
Kelly Rathburn, Its Program Administrator or
Melissa Hanke, Its Program Administrator



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 2018 – 2019.

AGENDA No.: 8 D

MEETING DATE: MAR. 19, 2018

STAFF REVIEW:

Director of Recreation & Facilities, 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 but no changes are anticipated.

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

In 2016, the Park District entered into an Intergovernmental Agreement with School District 53 to provide a before and after school recreational program for School District's elementary aged students.

The program has been beneficial to the children by providing a social recreational outlet before and after school. The program has been beneficial to the community, as a whole, by providing a needed service for working parents.

This partnership between the park district and the school district also encourages collaboration and teamwork in the community.

It is recommended that the Agreement be renewed again for the 2018 – 2019 school year.

ACTION PROPOSED:

For Review and Discussion Only.

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

AGREEMENT:

This Agreement dated this 16th day of April, 2018 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 2018/2019 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: _____
Elizabeth Chun, Its President

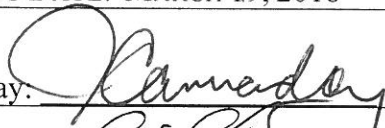
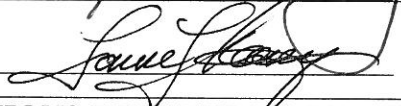
By: _____
Sharon Knitter, Its President

Attest: _____
Ahmad Sulaiman, Its Secretary

Attest: _____
Laure L. Kosey, Its Secretary



Oak Brook Park District

BOARD MEETING AGENDA ITEM -HISTORY/COMMENTARY	
ITEM TITLE: BID FOR APPAREL SCREEN PRINTING AND EMBROIDERY	AGENDA No.: 8 E MEETING DATE: MARCH 19, 2018
STAFF REVIEW:	Marketing Manager, Jessica Cannaday. 
RECOMMENDED FOR BOARD ACTION:	Executive Director, Laure Kosey: 
ITEM HISTORY(PREVIOUS PARK DISTRICT BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, COMMITTEE ACTION, OTHER PERTINENT HISTORY): The District is currently soliciting bids for our screen printing and apparel services. Bid specifications include outerwear items, product for the Pink 5K and other special events, and uniform wear for frontline staff. The bid specifications also included patron wear for programs such as STARS Swim Team and summer camp. Bid packets were made available Tuesday, March 13, 2018.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS): The bid opening will occur on April 2, 2018. A recommendation for the lowest responsible bidder will be presented to the Board for possible acceptance at the April 16, 2018 Board Meeting.	
ACTION PROPOSED: For Review and Discussion Only.	



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: ORDINANCE 18-0418: SUPPLEMENTAL APPROPRIATION ORDINANCE OF THE OAK BROOK PARK DISTRICT FOR THE FISCAL YEAR BEGINNING MAY 1, 2017 AND ENDING APRIL 30, 2018

AGENDA No.: 8.F.

MEETING DATE: MARCH 19, 2018

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)

At the January 15, 2018 Board meeting, the Board approved Resolution No. R18-0117; a resolution approving an intergovernmental agreement for pool management services between the Village of Oak Brook and the Park District. This agreement calls upon the Park District to provide pool management services at the Village's pool beginning on February 1, 2018. The Park District has now received a lump sum payment from the Village in the amount of \$255,000 and has also begun incurring expenditures in the current fiscal year that were not previously anticipated or budgeted.

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

Per State of Illinois Statutes (70 ILCS 1205/4-4), the Park District Board may adopt a supplemental appropriation ordinance subsequent to the adoption of the annual appropriation ordinance in an amount not to exceed the aggregate of any additional revenue available to the Park District. Staff has estimated the necessary supplemental appropriation for fiscal year May 1, 2017 through April 30, 2018 to be \$35,000; an amount less than the lump sum payment already received.

ACTION PROPOSED:

For Review and Discussion Only.

ORDINANCE NO. 18-0418

OAK BROOK PARK DISTRICT

**SUPPLEMENTAL APPROPRIATION ORDINANCE
OF THE OAK BROOK PARK DISTRICT FOR THE FISCAL YEAR
BEGINNING MAY 1, 2017 AND ENDING APRIL 30, 2018.**

BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE OAK BROOK PARK DISTRICT, DUPAGE AND COOK COUNTIES, ILLINOIS:

SECTION 1: Findings

- A. The Board of Park Commissioners hereby find that from and after the date of adoption of the District's annual appropriation ordinance for the fiscal year beginning May 1, 2017 and ending April 30, 2018, the Park District has acquired new revenue which was not previously appropriated and available for spending (the "Supplemental Revenue"); and
- B. It is further found that the estimated sum of the Supplemental Revenue the District shall have available for supplemental appropriation during the 2017/2018 fiscal year shall be Thirty-Five Thousand (\$35,000).
- C. The Park District is authorized to adopt a supplemental appropriation ordinance subsequent to the adoption of the annual appropriation ordinance for any fiscal year in an amount not to exceed the aggregate of any additional revenue available to the Park District or estimated to be received by the Park District, 70 ILCS 1205/4-4.

SECTION 2: Supplemental Appropriation. The Board of Park Commissioners hereby supplement the appropriation heretofore approved for expenses and liabilities related to the Sports Core Fund for the fiscal year beginning May 1, 2017 and ending April 30, 2018, by an amount equal to \$35,000, the amount of the Supplemental Revenue estimated to become available, for the purpose of performing pool management services pursuant to an intergovernmental agreement between the Village of Oak Brook and the Park District, that was approved on January 15, 2018.

SECTION 3: All other terms and provisions contained in Ordinance 17-0417 shall remain in full force and effect.

SECTION 4: This appropriation ordinance is adopted pursuant to procedures set forth in Section 4-4 of the Illinois Park District Code, as amended by Public Act 98-278, effective August 9, 2013.

SECTION 5: This appropriation ordinance shall be in full force and effect from and after its passage and approval according to law.

Adopted this 16th day of April, 2018, pursuant to a roll call vote as follows:

Aye: _____

Nay: _____

Absent: _____

President

ATTEST:

Board Secretary



Oak Brook Park District

BOARD MEETING

AGENDA ITEM –HISTORY/COMMENTARY

ITEM TITLE: INTERGOVERNMENTAL AGREEMENT BETWEEN COUNTY OF DUPAGE, ILLINOIS AND OAK BROOK PARK DISTRICT FOR THE CENTRAL PARK BMP WATER QUALITY IMPROVEMENT PROJECT.

AGENDA NO.: 8-G

MEETING DATE: MARCH 19, 2018

STAFF REVIEW:

Director of Parks and Planning, Bob Johnson

Handwritten signature of Bob Johnson.

RECOMMENDED FOR BOARD ACTION:

Executive Director, Laure Kosey:

Handwritten signature of Laure Kosey.

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

On January 9, 2018, the District submitted a grant application to DuPage County Stormwater Management for a Central Park BMP (Best Management Practices) Implementation Project. The scope of the project includes removal/replacement of the failed gabion weir in Ginger Creek (just west of Jorie Blvd), native restoration of approximately 2,000 feet of eroded creek shoreline, installation of a vegetated drainage swale east of the Tennis Center, and installation of 18,000 square feet of permeable pavers as part of the Central Park Improvements Project. Manhard Consulting assisted with the grant submittal.

The project was selected as one of five projects approved for funding assistance by DuPage County. The grant will cover up to 18% of applicable costs associated with portions of the projects that deal with water quality. The District can receive up to \$100,000 between the gabion weir and Central Park Improvements Projects.

The project must be substantially completed by May 31, 2019.

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

In order to proceed, the District must enter into an Intergovernmental Agreement with DuPage County for the duration of the project. Work that takes place before the agreement is finalized is not eligible for funding reimbursement. A copy of the agreement has been sent to legal counsel for review.

ACTION PROPOSED:

For Review and Discussion Only