

**PARK DISTRICT OF OAK PARK
ORDINANCE NO. 2019-12-05**

COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE
OF THE PARK DISTRICT OF OAK PARK
FOR FISCAL YEAR BEGINNING JANUARY 1, 2020,
AND ENDING DECEMBER 31, 2020

WHEREAS, the Board of Commissioners of the Park District of Oak Park has determined the sums of money deemed necessary to defray all necessary expenses and liabilities of the Park District for the fiscal year beginning January 1, 2020, and ending December 31, 2020 (the “2020 Fiscal Year”) and such sums of money are appropriated by this Ordinance; and

WHEREAS, this Ordinance specifies the objects and purposes for which such appropriations are made and the amount appropriated for each object and purpose;

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

Section 1. Recitals. The foregoing recitals are incorporated into this Ordinance as findings of the Board of Commissioners.

Section 2. Adoption of Budget and Specifying Appropriations. The Board of Commissioners hereby adopts the Budget for the 2020 Fiscal Year and hereby specifies the objects and purposes for which appropriations are made for the 2020 Fiscal Year as set forth in Exhibit A attached to and by this reference incorporated into this Ordinance.

Section 3. Approval of Appropriation. The sums of money in the columns headed Appropriations in Section 2 of this Ordinance shall be and are hereby appropriated for the corporate purposes, the recreation purposes, the revenue facilities purposes, the historical museum purposes, the Cheney Mansion purposes, capital improvement purposes, health risk management purposes, the payment of liability insurance premiums, the payment for the annual audit by a

certified public accounting firm, the payments to a special recreation association being the West Suburban Recreation Association, and the payment of health insurance, as herein before specified, all in order to defray all necessary expenses and liabilities of the Park District for the 2020 Fiscal Year.

Section 4. Statement of Financial Matters. As provided in Section 4-4 of the Park District Code, 70 ILCS 1205/4-4, the Board of Commissioners states as follows:

- (1) That cash on hand estimated at the beginning of the 2020 Fiscal Year is \$12,217,159.
- (2) That the estimated cash expected to be received during the fiscal year from all sources of \$25,178,940.
- (3) That the estimated expenditures contemplated for the fiscal year are \$25,073,268.
- (4) That the estimated cash expected to be on hand at the end of the fiscal year is \$12,322,831
- (5) That the estimated amount of taxes to be received during the year is \$10,278,523.

Section 5. Other Receipts and Revenue, Unexplained Balance. The receipts and revenue of the Park District derived from sources other than taxation and not specifically appropriated and all unexplained balance from the preceding fiscal years not required for the purposes for which they were appropriated and levied shall in part constitute the Corporate Fund and shall first be placed to the credit of such fund.

Section 6. Severability of Provisions. If any provision of this Ordinance is for any reason held invalid or unconstitutional, then the invalidity or unconstitutionality of that provision will not affect the validity if any other provision of this Ordinance.

Section 7. Effective Date. This Ordinance will be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED: this 19th day of December 2019.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

APPROVED this 19th day of December 2019.

By: _____
Sandy Lentz, President
Board of Commissioners

ATTEST:

By: _____
Chris Wollmuth, Secretary
Board of Commissioners

DRAFT

STATE OF ILLINOIS)
) SS.
COUNTY OF COOK)

SECRETARY’S CERTIFICATE

I, Chris Wollmuth, certify that I am Secretary of the Board of Commissioners of the Park District of Oak Park, Oak Park, Cook County, Illinois, and that as such official I am keeper of the records, ordinances, files, and seal of the Park District of Oak Park.

I also certify that the foregoing ordinance is a true and correct copy of the “BUDGET AND APPROPRIATION ORDINANCE FOR THE 2020 FISCAL YEAR” of the Park District of Oak Park, adopted at a duly called regular meeting of the Board of Commissioners of the Park District of Oak Park held at Oak Park, Illinois, within the Park District of Oak Park at 7:30 p.m. on the 19th day of December 2019.

I also certify that the deliberations of the Board of Commissioners on the Park District of Oak Park on the adoption of said Ordinance were conducted openly, that the vote on the adoption was conducted openly, that said meeting was held in compliance with provisions of the Illinois Open Meeting Act and that the Board of Commissioners complied with all the provisions of that Act and with all rules and regulations of the Board of Commissioners.

December 19, 2019

Chris Wollmuth, Secretary
Board of Park Commissioners

(SEAL)

ATTACHMENT A
 To the Budget and Appropriation Ordinance
 For Fiscal Year January 1, 2020 to December 31, 2020

	<u>Budget (in \$)</u>	<u>Appropriation (in \$)</u>
EXPENDITURE SUMMARY		
Corporate Fund	5,754,725	6,617,934
I.M.R.F. Fund	400,000	460,000
Liability Fund	380,082	437,094
Audit Fund	19,500	22,425
Recreation Fund	10,100,772	11,615,888
Museum Fund	39,035	44,890
Special Recreation Fund	552,000	634,800
Revenue Facilities Fund	3,905,163	4,490,937
Insurance Fund	1,046,337	1,203,288
Capital Projects Fund	2,670,000	4,906,750
Cheney Mansion Fund	205,654	236,502
	<hr/>	<hr/>
TOTAL BUDGET & APPROPRIATION	25,073,268	30,670,508
I. CORPORATE FUND		
<u>ADMINISTRATION</u>		
Salaries and Wages	1,022,258	1,175,597
Legal Services	75,000	86,250
Architectural Services	5,000	5,750
Legal Publications	2,000	2,300
Office Equipment Service	1,800	2,070
Computer (IT) Services	218,375	251,131
Township Interventionist	14,200	16,330
Copy and Printing - Internal	45,000	51,750
Postage and Delivery	4,000	4,600
Contractual Services-Other	119,800	137,770
Bank Service Charge	10,000	11,500
Office Expense	11,000	12,650
Uniforms	2,500	2,875
Supplies-Other	1,200	1,380
Office Equipment	2,000	2,300
Computer Equipment	76,000	87,400
FICA Employer Expense	573,700	659,755
Employee Recognition	5,000	5,750
Conference and Training	43,500	50,025
Dues and Subscriptions	20,638	23,734
Employee Travel Reimbursement	800	920
Administrative Expense	10,600	12,190
Director Expense	900	1,035
Board Expense	5,100	5,865
Recruitment	9,500	10,925
Telecommunications	100,000	115,000
Health Insurance Transfer	197,840	227,516
Fund Transfer Out	240,000	276,000
	<hr/>	<hr/>
TOTAL ADMINISTRATION	2,817,711	3,240,368

	<u>Budget (in \$)</u>	<u>Appropriation (in \$)</u>
<u>CONSERVATORY</u>		
Salaries and Wages	167,392	192,500
Property Repair	13,500	15,525
Fleet Service	2,200	2,530
Custodial Services	8,420	9,683
Contractual Services - Other	5,397	6,207
Equipment - Rental	675	776
Bank Service Charges	3,631	4,176
Uniforms	1,200	1,380
Supplies - Cleaning and Household	1,900	2,185
Supplies - Building Materials	10,100	11,615
Miscellaneous Supplies	3,000	3,450
Animal Care	4,300	4,945
Supplies - Horticultural Control	7,500	8,625
Furnishings	6,000	6,900
Gift Shop Material	16,000	18,400
Conservatory Special Events	7,100	8,165
Birthday Party Supplies	3,500	4,025
Employee Recognition	850	978
Conference and Training	8,000	9,200
Dues and Subscriptions	2,102	2,417
Employee Travel Reimbursement	1,000	1,150
Gift Shop Sales Tax	2,520	2,898
Electricity	10,250	11,788
Natural Gas	23,278	26,770
Water	6,000	6,900
Health Insurance Transfer	46,455	53,423
TOTAL CONSERVATORY	362,270	416,610
<u>PARKS & PLANNING</u>		
Salaries and Wages	1,388,122	1,596,340
Copying & Printing- External	700	805
Property Repair	166,175	191,101
Fleet Service	68,000	78,200
Landscaping Service	77,006	88,557
Custodial Services	67,600	77,740
Scavenger Service	26,800	30,820
Portable Restrooms	2,700	3,105
Sports Field Improvements	85,700	98,555
Equipment-Rental	5,500	6,325
Bank Service Fees	2,756	3,169
Uniforms	6,530	7,510
Supplies-Parks	88,200	101,430
Supplies- Cleaning & Household	19,132	22,002
Supplies- Building Materials	83,600	96,140
Equipment	47,880	55,062
Employee Recognition	1,500	1,725
Conference & Training	14,000	16,100

	<u>Budget (in \$)</u>	<u>Appropriation (in \$)</u>
Dues and Subscriptions	3,161	3,635
Employee Travel Reimbursement	800	920
Electricity	60,162	69,186
Natural Gas	28,737	33,048
Telecommunications	2,400	2,760
Water	128,000	147,200
Health Insurance Transfer	199,584	229,522
TOTAL BUILDINGS & GROUNDS	2,574,745	2,960,956
II. <u>I.M.R.F. FUND</u>		
IMRF Employer Expense	400,000	460,000
TOTAL I.M.R.F. FUND	400,000	460,000
III. <u>LIABILITY FUND</u>		
Salaries and Wages	64,255	73,893
Insurance Deductibles	2,500	2,875
Worker's Compensation	95,320	109,618
Property	93,673	107,724
Employment Practices	15,715	18,072
Liability	44,685	51,388
Employee Screenings	29,516	33,943
Risk Care Management	20,418	23,481
Conference and Training	4,000	4,600
Unemployment Expense	10,000	11,500
TOTAL LIABILITY FUND	380,082	437,094
IV. <u>AUDIT FUND</u>		
Contractual Services - Other	19,500	22,425
TOTAL AUDIT FUND	19,500	22,425
V. <u>RECREATION FUND</u>		
<u>ADMINISTRATION</u>		
Salaries and Wages	735,189	845,467
Property Repair	2,500	2,875
Fleet Service	7,500	8,625
Supplies - Other	1,300	1,495
Furnishings	1,000	1,150
Conference and Training	26,500	30,475
Continuing Education	1,500	1,725
Dues and Subscriptions	6,182	7,109
Employee Travel Reimbursement	2,000	2,300
Non-Resident Fee Expense	40,000	46,000
Scholarship - Township	8,000	9,200
Scholarship - PDOP	210,000	241,500
Bond Payment - Principal	1,265,000	1,454,750
Bond Payment - Interest	678,050	779,758
Telecommunications	24,000	27,600
Fund Transfer Out	1,397,050	1,606,608
Capital Projects Contribution	2,210,000	2,541,500

	<u>Budget (in \$)</u>	<u>Appropriation (in \$)</u>
Health Insurance Transfer	130,590	150,179
TOTAL ADMINISTRATION	6,746,361	7,758,315
 <u>COMMUNICATIONS</u>		
Salaries and Wages	291,755	335,518
Copy and Printing - External	45,017	51,770
Brochure	132,585	152,473
Marketing	33,799	38,869
Advertising	10,536	12,116
Conference and Training	8,500	9,775
Dues and Subscriptions	627	721
Health Insurance Transfer	51,567	59,302
TOTAL COMMUNICATIONS	574,386	660,543
 <u>CUSTOMER SERVICE</u>		
Salaries and Wages	326,168	375,093
Copy and Printing - External	1,000	1,150
Office Expense	5,168	5,943
Uniforms	2,225	2,559
Employee Recognition	200	230
Conference & Training	5,000	5,750
Dues and Subscriptions	264	304
Employee Travel Reimbursement	270	311
Health Insurance Transfer	54,653	62,851
TOTAL CUSTOMER SERVICE	394,948	454,190
 <u>FITNESS PROGRAMS</u>		
Program Wages	85,141	97,912
Program Contractual Expense	115,038	132,294
Program Supplies	2,869	3,299
TOTAL FITNESS	203,048	233,506
 <u>YOUTH ATHLETICS</u>		
Program Wages	173,899	199,984
Program Contractual Expense	275,097	316,362
Program Supplies	45,205	51,986
TOTAL YOUTH ATHLETICS	494,202	568,332
 <u>ADULT ATHLETICS</u>		
Program Wages	26,714	30,721
Program Contractual Expense	49,830	57,305
Program Supplies	16,396	18,855
TOTAL ADULT ATHLETICS	92,940	106,881

	<u>Budget (in \$)</u>	<u>Appropriation (in \$)</u>
<u>TEEN PROGRAMS</u>		
Salaries and Wages	19,205	22,086
Program Contractual Expense	22,150	25,473
Program Supplies	7,543	8,674
TOTAL TEEN PROGRAMS	48,898	56,233
<u>COMMUNITY PROGRAMS</u>		
Program Wages	584,791	672,510
Program Contractual Expense	252,673	290,573
Program Supplies	126,027	144,931
TOTAL SPECIAL INTEREST PROGRAMS	963,491	1,108,014
<u>FINE ARTS</u>		
Program Wages	183,577	211,114
Program Contractual Expense	60,157	69,181
Program Supplies	13,237	15,222
TOTAL SPECIAL EVENTS & ARTS	256,971	295,516
<u>EARLY CHILDHOOD AND CAMPS</u>		
Program Wages	253,158	291,131
Program Contractual Expenses	27,020	31,073
Program Supplies	45,350	52,153
TOTAL EARLY CHILDHOOD PROGRAMS	325,528	374,357
VI. <u>MUSEUM FUND</u>		
Property Repair	5,000	5,750
Contractual Services - Other	15,800	18,170
Supplies - Building Materials	2,000	2,300
Pleasant Home Electricity	4,105	4,721
Pleasant Home Natural Gas	9,960	11,454
PH Security Monitoring	1,450	1,668
Pleasant Home Water	720	828
TOTAL MUSEUM FUND	39,035	44,890
VII. <u>SPECIAL RECREATION FUND</u>		
Special Rec Contribution	552,000	634,800
TOTAL SPECIAL RECREATION FUND	552,000	634,800
VIII. <u>SPECIAL FACILITIES FUND</u>		
<u>ADMINISTRATION</u>		
Salaries and Wages	315,970	363,366
Conference and Training	13,000	14,950
Dues and Subscriptions	1,615	1,857
Employee Travel Reimbursement	300	345
Telecommunications	2,685	3,088
Health Insurance Transfer	40,461	46,530
Special Recreation Transfer	29,000	33,350
Capital Projects Contribution	509,000	585,350
TOTAL ADMINISTRATION	912,031	1,048,836

	<u>Budget (in \$)</u>	<u>Appropriation (in \$)</u>
<u>MAINTENANCE</u>		
Salaries and Wages	355,642	408,989
Property Repair - Pool	48,900	56,235
Property Repair - Rink	35,800	41,170
Property Repair - GRC	11,500	13,225
Fleet Service - Pool	1,200	1,380
Fleet Service - Rink	7,660	8,809
Contractual Services- Other - GRC	3,750	4,313
Contractual Services- Other - Pool	5,415	6,227
Contractual Services- Other - Rink	5,535	6,365
Custodial Services - GRC	31,400	36,110
Equipment-Maintenance - Pool	2,300	2,645
Equipment-Maintenance - Rink	1,650	1,898
Equipment Rental GRC	1,025	1,179
Equipment Rental Pool	2,200	2,530
Equipment Rental Rink	2,000	2,300
Bank Service Charges	600	690
Alarm Services - GRC	1,080	1,242
Uniforms	2,700	3,105
Supplies-Cleaning & Household - Pool	6,218	7,151
Supplies- Building Materials - Pool	13,083	15,045
Supplies-Cleaning & Household - Rink	6,485	7,458
Supplies- Building Materials - Rink	16,460	18,929
Supplies-Cleaning & Household - GRC	2,895	3,329
Supplies- Building Materials - GRC	4,316	4,963
Misc. Supplies - Dog Parks	6,768	7,783
Fuels and Lubricants	2,700	3,105
Chemicals	38,782	44,599
Building Improvements - Pool	17,400	20,010
Building Improvements - GRC	4,000	4,600
Equipment-Other - Pool	13,409	15,420
Equipment-Other - GRC	2,200	2,530
Conference and Training	4,760	5,474
Dues and Subscriptions	400	460
Employee Travel Reimbursement	300	345
Rehm Electricity	26,541	30,522
Ridgeland Electricity	133,376	153,382
Gymnastics Electricity	20,407	23,468
Rehm Natural Gas	11,032	12,687
Ridgeland Natural Gas	39,575	45,511
Gymnastics Natural Gas	9,115	10,482
Rehm Water	21,262	24,451
Ridgeland Water	41,558	47,792
Gymnastics Water	1,369	1,574
Health Insurance Transfer	32,681	37,583
TOTAL MAINTENANCE	997,449	1,147,066

CONCESSION OPERATIONS

	<u>Budget (in \$)</u>	<u>Appropriation (in \$)</u>
Salaries and Wages	38,047	43,753
Contracted Equipment	1,500	1,725
Bank Service Charge	925	1,064
Concession Supplies	36,867	42,397
Sales Tax	8,130	9,350
TOTAL CONCESSION OPERATIONS	85,469	98,289
 <u>AQUATICS PROGRAMS</u>		
Program Wages	397,018	456,571
Program Contractual Expense	42,205	48,536
Program Supplies	30,770	35,386
TOTAL ICE ARENA PROGRAMS	469,994	540,493
 <u>ICE ARENA PROGRAMS</u>		
Program Wages	389,810	448,282
Program Contractual Expense	93,085	107,048
Program Supplies	84,799	97,519
TOTAL ICE ARENA MAINTENANCE	567,694	652,849
 <u>GYMNASTICS</u>		
Program Wages	580,099	667,114
Program Contractual Expense	55,000	63,250
Program Supplies	49,884	57,367
Booster Club Expense	50,000	57,500
Employee Recognition	400	460
Conference and Training	10,000	11,500
Dues and Subscriptions	3,863	4,443
Employee Travel Reimbursement	250	288
Sales Tax	1,020	1,173
Gym Fund Raising Improvements	4,000	4,600
Health Insurance Transfer	118,010	135,712
TOTAL GYMNASTICS	872,526	1,003,405
 IX. <u>INSURANCE FUND</u>		
Health Insurance - PPO	705,861	811,740
Health Insurance - HMO	244,199	280,829
Life Insurance	5,700	6,555
Dental Insurance	45,432	52,247
Employee Assistance Program	2,200	2,530
Health Insurance - Opt Out	15,600	17,940
Health Insurance - Retirees	-	-
Vision Insurance	14,345	16,497
Employee Wellness Program	13,000	14,950
TOTAL INSURANCE FUND	1,046,337	1,203,288

	<u>Budget (in \$)</u>	<u>Appropriation (in \$)</u>
X. CAPITAL PROJECT FUND		
Property Acquisition	100,000	600,000
Property Repairs and Rehab	250,000	287,500
Vehicle and Equipment Program	50,000	57,500
Technology Improvements	140,000	161,000
Surveys - Studies	50,000	57,500
Carroll Master Plan Improvements	800,000	920,000
Ridgeland Common Building Improvements	25,000	980,000
Rehm Master Plan Improvements	800,000	1,320,000
Rehm Building Improvements	50,000	57,500
Dole Building Improvements	100,000	115,000
Conservatory Building Improvements	25,000	28,750
Randolph Tot Lot Site Plan	175,000	201,250
Wenonah Master Plan Improvements	80,000	92,000
Cheney Building Improvements	25,000	28,750
TOTAL CAPITAL PROJECTS FUND	2,670,000	4,906,750
XI. ELIZABETH CHENEY FUND		
Salaries and Wages	105,928	121,817
Property Repair	14,640	16,836
Custodial Services	2,534	2,914
Contractual Services - Other	360	414
Bank Service Charge	7,350	8,453
Program Contractual Expense	15,400	17,710
Uniforms	240	276
Supplies- Cleaning& Household	2,500	2,875
Supplies- Building Materials	5,000	5,750
Program Supplies	3,690	4,244
Conference and Training	2,000	2,300
Dues and Subscriptions	1,193	1,372
Employee Travel Reimbursement	150	173
Cheney Electricity	6,290	7,234
Cheney Natural Gas	8,900	10,235
Cheney Water	4,300	4,945
Health Insurance Transfer	25,179	28,956
TOTAL ELIZABETH CHENEY FUND	205,654	236,502