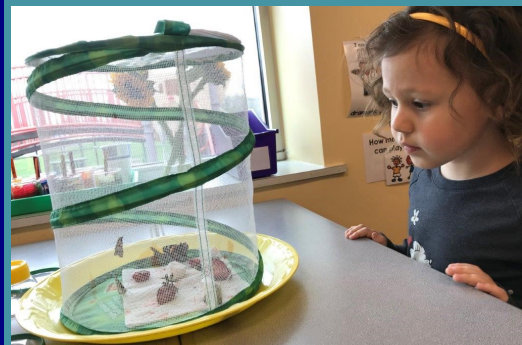


Bartlett Park District ANNUAL BUDGET



FY 2023-2024





Mission Statement:

*We create fun!...by providing the finest in Parks, Programs,
and Recreational Facilities for our community.*

Vision Statement:

*We strive to create lasting memories for our community by enthusiastically
responding to and serving their recreational and leisure needs.*

Core Values:

*Our Core Values guide our organization in everything we do.
They represent who we are and what we believe.*

- We are committed to serving our community by operating with the highest principles of honesty, character, integrity, accountability and fairness.
- We will strive to excel in all areas of operation, learn from our mistakes, challenge ourselves, persevere and show courage in times of adversity.
- We strive to continually improve our resident's quality of life by providing ample open space and a wide variety of recreational programs based on the input of our diverse residents.
- We will strive to maintain and preserve all of our parks and facilities to the highest quality standards of safety, usefulness, and beauty.
- We will partner with volunteers and interested groups to encourage their support and advocacy, leverage our resources, manage our costs and maximize the value of our parks and recreation programs.
- We will responsibly manage our fiscal resources to assure our ability to maintain our facilities, implement our long-term capital plan and provide valued recreational programs.



2023-2024 PARK BOARD MEETING SCHEDULE

FISCAL YEAR: The Fiscal Year for the Bartlett Park District is May 1st through April 30th. In accordance with the Illinois Open Meetings Act, following is the list of Park Board meeting dates for the Bartlett Park District covering **Fiscal Year 2023-2024**.

MEETING SCHEDULE: The Annual Board Meeting is held prior to the Committee Workshop the **2nd** Tuesday in **May**; Committee Workshop Meetings are held the **2nd** Tuesday of every month; and Regular Board Meetings are held the **4th** Tuesday of every month. **Exceptions are listed below in bold.**

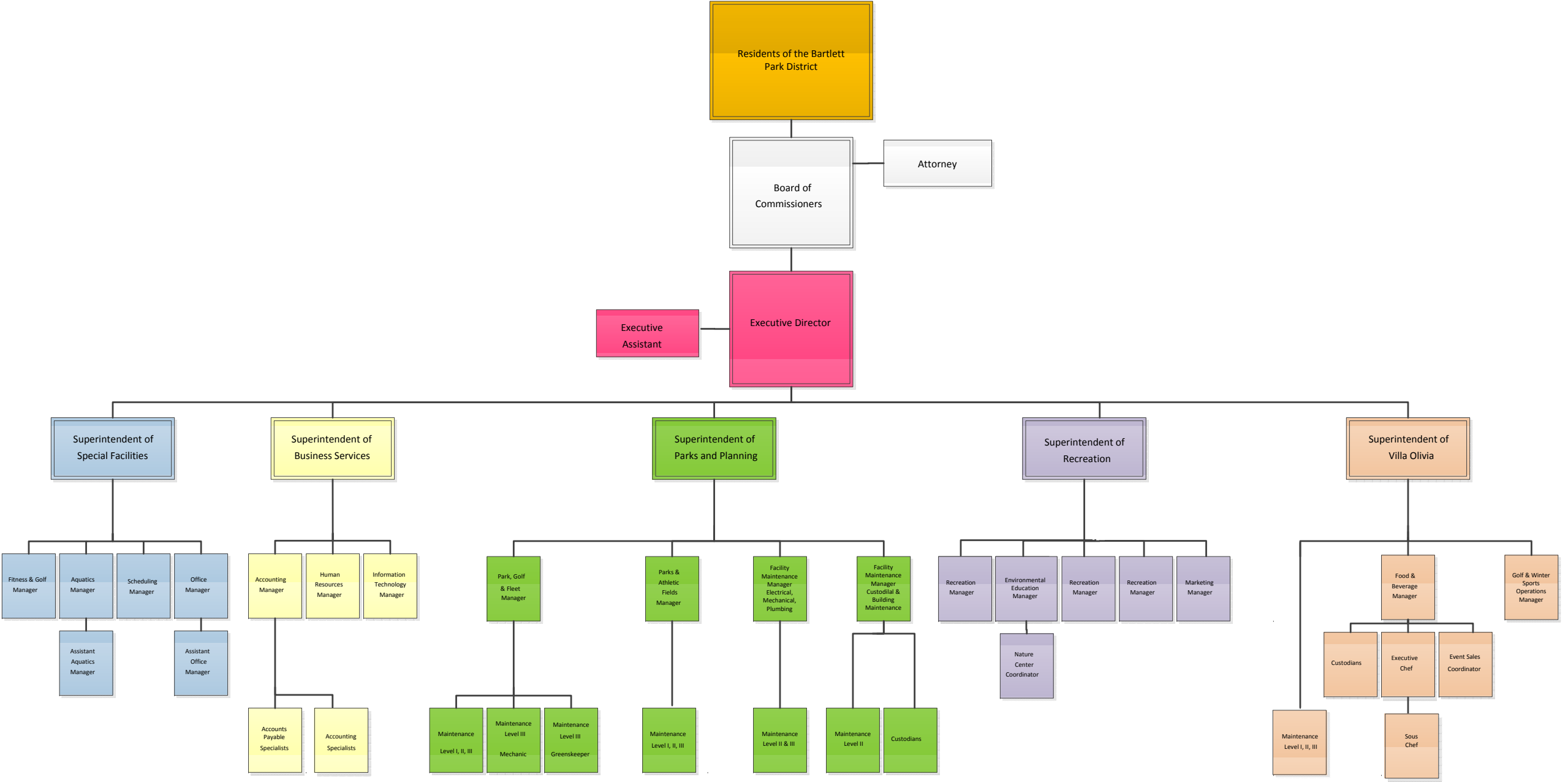
MEETING TIME: All meetings begin all **7:30 PM** unless otherwise indicated.

MEETING LOCATION: Unless otherwise indicated, all meetings are held at the **Bartlett Park District, Thomas C. White Administration Building, Board Room, 696 W. Stearns Road, Bartlett, Illinois 60103.**

Day	Date	Time	Type of Meeting	Exceptions
Tuesday	May 9, 2023	7:00 PM	Public Hearing -- Annual Budget	Note: Time is at 7:00 PM
Tuesday	May 9, 2023	7:15 PM	Annual Board Meeting	Note: Time is at 7:15 PM
Tuesday	May 9, 2023	7:30 PM	Committee Workshop Meeting	
Tuesday	May 23, 2023	7:30 PM	Regular Board Meeting	
Tuesday	June 13, 2023	7:30 PM	Committee Workshop Meeting	
Tuesday	June 27, 2023	7:30 PM	Regular Board Meeting	
Tuesday	July 11, 2023	7:30 PM	Committee Workshop Meeting	
Tuesday	July 25, 2023	7:30 PM	Regular Board Meeting	
Tuesday	August 8, 2023	7:30 PM	Committee Workshop Meeting	
Tuesday	August 22, 2023	7:30 PM	Regular Board Meeting	
Tuesday	September 12, 2023	7:30 PM	Committee Workshop Meeting	
Tuesday	September 26, 2023	7:30 PM	Regular Board Meeting	
Tuesday	October 3, 2023	7:30 PM	Committee Workshop Meeting	Note: 1st Tuesday
Tuesday	October 24, 2023	7:30 PM	Regular Board Meeting	
Tuesday	November 14, 2023	7:30 PM	Committee Workshop Meeting	
Tuesday	November 28, 2023	7:30 PM	Regular Board Meeting	
Tuesday	December 12, 2023	7:30 PM	Committee Workshop Meeting	
Tuesday	December 19, 2023	7:30 PM	Regular Board Meeting	Note: 3 rd Tuesday
Tuesday	January 9, 2024	7:30 PM	Committee Workshop Meeting	
Tuesday	January 23, 2024	7:30 PM	Regular Board Meeting	
Tuesday	February 13, 2024	7:30 PM	Committee Workshop Meeting	
Tuesday	February 27, 2024	7:30 PM	Regular Board Meeting	
Tuesday	March 12, 2024	7:30 PM	Committee Workshop Meeting	
Tuesday	March 26, 2024	7:30 PM	Regular Board Meeting	
Tuesday	April 9, 2024	7:30 PM	Committee Workshop Meeting	
Tuesday	April 23, 2024	7:30 PM	Regular Board Meeting	
Tuesday	May 14, 2024	7:00 PM	Public Hearing -- Annual Budget	Note: Time is at 7:00 PM
Tuesday	May 14, 2024	7:15 PM	Annual Board Meeting	Note: Time is at 7:15 PM
Tuesday	May 14, 2024	7:30 PM	Committee Workshop Meeting	

View schedule, agendas and meeting minutes: www.bartlettparks.org

BARTLETT PARK DISTRICT
2023-2024 FULL-TIME EMPLOYEES
ORGANIZATIONAL CHART





2023-2024 STRATEGIC GOALS- COMBINED

STAFF LISTING

STAFF	STAFF NAME	POSITION	DEPARTMENT
RF	Rita Fletcher	Executive Director	Administration
EL	Eric Leninger	Superintendent of Business Services	Business Services
DE	Dale Erdman	Information Technology Manager	Business Services
HR	TBD	Human Resources Manager	Business Services
KO	Kelly O'Brien	Superintendent of Parks & Planning	Parks & Planning
DT	Dan Touzios	Parks & Athletic Fields Manager	Parks & Planning
LM	Larry Mann	Facility Maintenance Manager	Parks & Planning
JM	Jessica Meyers	Parks, Golf & Fleet Manager	Parks & Planning
JZ	John Zenino	Facility Maintenance Manager	Parks & Planning
KD	Kimberly Dasbach	Superintendent of Recreation	Recreation
SF	Stephanie FitzSimons	Marketing Manager	Recreation
BK	Brad Keene	Recreation Manager	Recreation
CB	Cydnie Babicz	Recreation Manager	Recreation
MG	Mark Grassi	Environmental Education Manager	Recreation
AW	Andrew Wenz	Recreation Manager	Recreation
KM	Katie Mix	Superintendent of Special Facilities	Special Facilities
JP	Johnny Pacheco	Health & Fitness Manager	Special Facilities
NR	Natalie Reed	Aquatics Manager	Special Facilities
AM	Amy McKinley	Office Manager	Special Facilities
NS	Nick Serritella	Scheduling Manager	Special Facilities
BP	Bobby Pierobon	Superintendent of Villa Olivia	Villa Olivia
F&B	TBD	Food & Beverage Manager	Villa Olivia
KA	Kevin Aulisio	Golf & Winter Sports Manager	Villa Olivia

STATUS REPORT KEY

COMPLETE	This work is complete, listing month and year of completion.
IN PROGRESS	This work has begun and should be complete this Fiscal Year.
DEFERRED	The project will not be worked on this Fiscal Year, see listed explanation.

BARTLETT PARK DISTRICT

2023-2024 STRATEGIC GOALS- COMBINED

Goal Priorities

PRIORITY	START
Priority 1	Start May 2021 Fiscal Year
Priority 2	Start May 2022 Fiscal Year
Priority 3	Start May 2023 Fiscal Year
Priority 4	Start May 2024 Fiscal Year

TECHNOLOGY

PRIORITY	GOAL	COMMITTEE CHAIR	COMMITTEE MEMBERS	COMPLETION	STATUS
1.	Explore District-wide technology opportunities to enhance how the District operates, serves, registers, programs and maintains our facilities and parks with the goal of increased operational efficiency.	EL	DE, EE, AM, JM, MR	March 2022	Completed 3/2022
2.	Identify equipment needed and costs associated to proceed with an increase in live-streaming programs and events.	EL & KM	JP, BK, DE, NR	January 2023	Completed 1/2023
3.	Establish a District-wide Wi-Fi plan to enhance our customers' experience, which includes planning for future parks and facilities.	EL & KM	DE, BK, DT	January 2024	

MARKETING

PRIORITY	GOAL	COMMITTEE CHAIR	COMMITTEE MEMBERS	COMPLETION	STATUS
1.	Determine the best options to expand District's marketing to creatively and better target various age groups.	KD	SF, KM, LH, ANM, SH	March 2022	Completed 4/2022
2.	Analyze the District's current marketing approach to determine which methods produce the best results.	KD	SF, AW, AM, JP, CB	February 2023	Completed 4/2023

PROGRAMS & SERVICES

PRIORITY	GOAL	COMMITTEE CHAIR	COMMITTEE MEMBERS	COMPLETION	STATUS
1.	Identify successful programs and service operations from 2020 and build on those for the future (including on-line/registration).	KD	JH, KH, AM, NS	November 2021	Completed 4/2022
2.	Create a Master Usage Schedule for all District facilities to determine unused spaces and identify programming opportunities.	KD & KM	NS, LM, MG, BK	February 2023	Completed 4/2023

FACILITIES

PRIORITY	GOAL	COMMITTEE CHAIR	COMMITTEE MEMBERS	COMPLETION	STATUS
1.	Review the District's 2020 golf analytics and find ways to sustain by providing additional amenities to bring and keep patrons at Villa Olivia and Apple Orchard Golf Courses.	RKF	KH, SH, JM	November 2021	Completed 3/2022
1.	Create a District-wide list of facility improvements, renovations and upgrades needed and develop a master plan for future implementation.	RKF & KO	JZ, KM, NS, LM	February 2022	Completed 4/2022
2.	Determine the unique banquet niche that is most profitable and marketable for Villa Olivia.	RKF	SF, BP, JO	February 2024	
3.	Investigate the concept of making Villa Olivia an entertainment destination that attracts the community, a broader geography and outside groups.	RKF & BP	JZ, NS, AM, KA & FB	March 2024	
3.	Explore the community's interest in a new indoor facility such as an indoor sports complex, indoor ice rink, etc. as well as their support to fund.	KO & KD	AW, JZ, JP, EL, CB	March 2024	

PARKS

PRIORITY	GOAL	COMMITTEE CHAIR	COMMITTEE MEMBERS	COMPLETION	STATUS
1.	Investigate synthetic athletic field needs and possible locations within the community.	KO & KD	DT, EE, JH, EL	December 2021	Completed 3/2022
2.	Investigate new, non-traditional park concepts and amenities when master planning future parks.	KO & RKF	DT, JM, KM	December 2022	Completed 2/2023
2.	Conduct a Planning Session with the Board to discuss new ideas for current parks and plans to update and refresh the parks.	KO & RKF	Board	September 2022	Completed 9/2022



2023-2024 DEPARTMENTAL GOALS & OBJECTIVES

STAFF LISTING

STAFF	STAFF NAME	POSITION	DEPARTMENT
RF	Rita Fletcher	Executive Director	Administration
EL	Eric Leninger	Superintendent of Business Services	Business Services
DE	Dale Erdman	Information Technology Manager	Business Services
HR	TBD	Human Resources Manager	Business Services
PM	Patti Mancini	Accounting Manager	Business Services
KO	Kelly O'Brien	Superintendent of Parks & Planning	Parks & Planning
DT	Dan Touzios	Parks & Athletic Fields Manager	Parks & Planning
LM	Larry Mann	Facility Maintenance Manager	Parks & Planning
JM	Jessica Meyers	Parks, Golf & Fleet Manager	Parks & Planning
JZ	John Zenino	Facility Maintenance Manager	Parks & Planning
KD	Kimberly Dasbach	Superintendent of Recreation	Recreation
SF	Stephanie FitzSimons	Marketing Manager	Recreation
AW	Andrew Wenz	Recreation Manager	Recreation
CB	Cyndie Babicz	Recreation Manager	Recreation
MG	Mark Grassi	Environmental Education Manager	Recreation
BK	Brad Keene	Recreation Manager	Recreation
KM	Katie Mix	Superintendent of Special Facilities	Special Facilities
JMP	Johnny Pacheco	Health & Fitness Manager	Special Facilities
NR	Natalie Reed	Aquatics Manager	Special Facilities
AM	Amy McKinley	Office Manager	Special Facilities
NS	Nick Serritella	Scheduling Manager	Special Facilities
BP	Bobby Pierobon	Superintendent of Villa Olivia	Villa Olivia
FB	TBD	Food & Beverage Manager	Villa Olivia
KA	Kevin Aulisio	Golf & Winter Sports Manager	Villa Olivia

STATUS REPORT KEY

COMPLETE	This work is complete, listing month and year of completion.
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BARTLETT PARK DISTRICT 2023-2024 DEPARTMENTAL GOALS & OBJECTIVES

ADMINISTRATION

NO.	GOAL	STAFF	COMPLETION	STATUS
1.	Oversee the planning and execution of the 60 th Anniversary Celebration events/activities.	RF, KD, KO, EL, KM, BP	April 2024	
2.	Investigate Different Companies to Assist with Developing Community Survey and Updating Master Plan	RF	March 2024	

BUSINESS SERVICES

NO.	GOAL	STAFF	COMPLETION	STATUS
1.	Develop an Internal Control Guideline for each area of Business Services to examine operations	EL	December 2023	
2.	Revise internal training procedures for accounts payable and purchase orders to include a handout for managers	PM	November 2023	
3.	Create a procedure to more efficiently manage active/inactive vendors in accounting software	PM	December 2023	
4.	Research cybersecurity education products for staff training	DE	August 2023	
5.	Research Cloud-based storage for cost-effectiveness and compare to maintaining on-site Storage Area Networks (SANs).	DE	October 2023	
6.	Research opportunities to enhance/revise the District's employee recognition program	HR	November 2023	
7.	Create quarterly HR review topics for Managers	HR	January 2024	

PARKS & PLANNING

NO.	GOAL	STAFF	COMPLETION	STATUS
1.	Research cost and availability of power washing trailer complete with tank and washer for playground cleaning, graffiti removal, and tree/plantings watering.	DT	January 2024	
2.	Research into use of liquid de-icers, from cost of product to tools required for dispersal	DT	September 2023	
3.	Research and plan for replacing current Oak Room stage extension	LM	November 2023	
4.	Investigate a durable alternative to Bartlett Park Gazebo wood railing.	LM	December 2023	
5.	Research golf courses herbicide/pesticide application practices and equipment use. Based on findings, develop a plan of action for Apple Orchard Golf Course.	JM	November 2024	
6.	Complete PDRMA HELP training	JM	April 2024	
7.	Create a comprehensive operations & troubleshooting guide for BCC generator	JZ	November 2024	
8.	Obtain Aquatic Facility Operator (AFO) certificate	JZ	April 2024	
9.	Complete 10 park improvements and 10 facility improvements as outlined in the ADA transition plan.	KO, JM, DT, LM, JZ	April 2024	

RECREATION

NO.	GOAL	STAFF	COMPLETION	STATUS
1.	Budget, plan, and execute a marketing campaign to celebrate the 60 th Park District Anniversary.	SF	January 2024	
2.	Develop a resource guide for marketing pieces that we order (banners, signage, etc.) for a consist look and pricing.	SF	November 2023	
3.	Investigate geo-fencing (virtual boundaries), marketing platforms with a focus on employment recruitment.	SF & NR	August 2023	
4.	Develop a merit badge package that allows Boy Scouts to complete and obtain multiple awards/recognitions at one location.	MG	December 2023	
5.	Create a “live” archery course for programing & special events.	MG	March 2024	
6.	Investigate different methods for a consistent behavior management staff training for BSR/ASR, camp and preschool and implement.	MG, AW, CB	September 2023	
7.	Investigate the feasibility into utilizing Coachspan to automate coach recruiting, paperwork, background checks, training, etc.	AW	January 2024	

8.	Create a new special event.	AW	March 2024	
9.	Create and implement a preschool aged special event.	CB	April 2024	
10.	Create and implement new Cultural Art Programs.	CB	January 2024	
11.	Explore user friendly options to replace the field conditions hotline.	BK	July 2023	
12.	Develop, advertise, recruit teams and run a travel basketball Bronze (C) level one day shootout tournament with at least 12 teams on President's Day.	BK	February 2024	
13.	Develop and implement an internal program for the Youth Basketball, Softball, and Travel Basketball Leagues to promote good sportsmanship.	BK	September 2023	

SPECIAL FACILITIES

NO.	GOAL	STAFF	COMPLETION	STATUS
1.	Investigate geo-fencing (virtual boundaries) marketing platforms with a focus on employment recruitment.	NR/SF	August 2023	
2.	Research options to change registration process for Private and Custom Private Swim Lessons.	NR	November 2023	
3.	Create up to date job specific staff manuals for aquatic positions.	NR	February 2024	
4.	Obtain Certified Parks and Recreation Professional Certification through NRPA.	NR	April 2024	
5.	Review current process for accepting rental payments and investigate alternate options that could provide better customer service.	AM/NS	June 2023	
6.	Develop a fillable form and digital submission process for Accident Incident Reports as well as cancellation and program change requests.	AM	September 2023	
7.	Investigate the pros and cons of making BAC season passes available for purchase online.	AM	November 2023	
8.	Investigate implementing on-line monthly billing set up for specific programs and passes.	AM	January 2024	
9.	Create an Apple Orchard Golf Course Clubhouse Supervisor task Timeline	JP	September 2023	
10.	Update/Create LIFECENTER staff manuals and checklists.	JP	December 2023	
11.	Determine the feasibility in selling our memberships and punch passes online through Rec Trac.	JP	February 2024	
12.	Review current process for accepting rental payments and investigate alternate options that could provide better customer service.	AM/NS	June 2023	

13.	Review Recreation and Special Facilities programs and special events to determine which may benefit from adding Oak Room bar service.	NS	December 2023	
14.	Investigate 3 facility rental competitors and conduct a SWOT (strengths, weaknesses, opportunities, threats) analysis of each facility.	NS	February 2024	
15.	Update scheduling area staff manuals.	NS	April 2024	
16.	Complete PDRMA HELP training.	KM	April 2024	

VILLA OLIVIA

NO.	GOAL	STAFF	COMPLETION	STATUS
1.	Explore the options of providing outdoor concerts at Villa Olivia in the Summer and Fall	FB	October 2023	
2.	Work with the Executive Chef to develop a rotating seasonal brunch menu.	FB	January 2024	
3.	Investigate different companies to reduce the chemical cost at Villa Olivia	FB	August 2023	
4.	Investigate new opportunities for new golf outings and events at Villa Olivia.	KA	October 2023	
5.	Explore new ideas for merchandise for both golf and ski	KA	September 2023	
6.	Attend a management training course	KA	December 2023	
7.	Take a food and beverage management course to enhance knowledge for operations	BP	October 2023	
8.	Evaluate signage on golf course to determine what can improve patron awareness and direction	BP	June 2023	

BARTLETT PARK DISTRICT: FULL-TIME SALARY RANGES				
	FY2022-23 May 1, 2023		FY2023-24 May 1, 2024	
	Minimum	Maximum	Minimum	Maximum
ADMINISTRATION				
Executive Director	—	—	—	—
Executive Assistant	\$45,000	\$60,000	\$45,000	\$60,000
BUSINESS SERVICES				
Superintendent; Business Services	\$85,000	\$120,000	\$85,000	\$120,000
Information Technology Manager	\$55,000	\$90,000	\$58,000	\$96,000
Accounting Manager	\$50,000	\$80,000	\$50,000	\$80,000
Human Resources Manager	\$55,000	\$80,000	\$55,000	\$80,000
Business Services Specialist	\$16.00	\$27.00	\$16.00	\$27.00
PARKS				
Superintendent; Parks and Planning	\$85,000	\$120,000	\$85,000	\$120,000
Parks Manager	\$50,000	\$80,000	\$50,000	\$80,000
Facility Maintenance Manager	\$50,000	\$80,000	\$50,000	\$80,000
Maintenance Level III	\$23.00	\$33.00	\$23.00	\$33.00
Maintenance Level II	\$19.50	\$26.00	\$19.50	\$26.00
Maintenance Level I	\$17.50	\$24.00	\$17.50	\$24.00
Custodian	\$16.00	\$24.00	\$16.00	\$24.00
SPECIAL FACILITIES				
Superintendent; Special Facilities	\$85,000	\$120,000	\$85,000	\$120,000
Facility Managers	\$50,000	\$80,000	\$50,000	\$80,000
Scheduling Manager	\$50,000	\$80,000	\$50,000	\$80,000
Office Manager	\$45,000	\$60,000	\$45,000	\$60,000
Assistant Facility Managers	\$40,000	\$50,000	\$40,000	\$50,000
Assistant Office Manager	\$40,000	\$50,000	\$40,000	\$50,000
RECREATION				
Superintendent; Recreation	\$85,000	\$120,000	\$85,000	\$120,000
Marketing Manager	\$50,000	\$80,000	\$50,000	\$80,000
Environmental Education Manager	\$50,000	\$80,000	\$50,000	\$80,000
Nature Center Coordinator	\$40,000	\$50,000	\$40,000	\$50,000
Recreation Manager	\$50,000	\$80,000	\$50,000	\$80,000
VILLA OLIVIA				
Superintendent; Villa Olivia	\$85,000	\$120,000	\$85,000	\$120,000
Maintenance Level III	\$23.00	\$33.00	\$23.00	\$33.00
Maintenance Level II	\$19.50	\$26.00	\$19.50	\$26.00
Maintenance Level I	\$17.50	\$24.00	\$17.50	\$24.00
Golf & Winter Sports Operations Manager	\$50,000	\$80,000	\$50,000	\$80,000
Food & Beverage Manager	\$50,000	\$80,000	\$50,000	\$80,000
Chef	\$50,000	\$80,000	\$50,000	\$80,000
Sous Chef	\$40,000	\$50,000	\$40,000	\$50,000
Custodian	\$16.00	\$24.00	\$16.00	\$24.00
Event Sales Coordinator	\$45,000	\$60,000	\$45,000	\$60,000

Board Approved:

BARTLETT PARK DISTRICT: PART-TIME SALARY RANGES						
	FY2022-23 January 1, 2023		FY2023-24 May 1, 2023		FY2023-24 January 1, 2024	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
ADMINISTRATION						
Recording Secretary	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
Safety Coordinator	\$ 3,500.00	\$ 4,500.00	\$ 3,500.00	\$ 4,500.00	\$ 3,500.00	\$ 4,500.00
BUSINESS SERVICES						
IT Assistant	\$ 14.00	\$ 20.00	\$ 14.00	\$ 20.00	\$ 14.00	\$ 20.00
HR Assistant	\$ 15.00	\$ 21.00	\$ 15.00	\$ 21.00	\$ 15.00	\$ 21.00
Payroll Assistant	\$ 15.00	\$ 21.00	\$ 15.00	\$ 21.00	\$ 15.00	\$ 21.00
PARKS						
Parks Office Assistant	\$ 15.50	\$ 22.50	\$ 17.00	\$ 22.75	\$ 17.00	\$ 22.75
Custodian	\$ 13.00	\$ 18.00	\$ 14.00	\$ 18.00	\$ 14.00	\$ 18.00
Building Maintenance	\$ 13.00	\$ 18.00	\$ 15.00	\$ 19.00	\$ 15.00	\$ 19.00
Parks Crew Leader/Equipment Operator	\$ 13.50	\$ 18.25	\$ 15.00	\$ 19.25	\$ 15.00	\$ 19.25
Parks Dept./Laborers	\$ 13.00	\$ 18.00	\$ 14.50	\$ 18.25	\$ 14.50	\$ 18.25
SPECIAL FACILITIES						
REGISTRATION OFFICE						
Registration Office Assistant	\$ 15.00	\$ 22.00	\$ 15.00	\$ 22.00	\$ 15.00	\$ 22.00
Registration Clerk	\$ 13.00	\$ 16.50	\$ 13.00	\$ 18.00	\$ 14.00	\$ 18.00
RENTAL/FACILITY						
BCC Event Supervisor	\$ 13.00	\$ 17.75	\$ 13.00	\$ 18.00	\$ 14.00	\$ 18.00
BCC Gym Sports Rental Supervisor	\$ 13.00	\$ 13.75	\$ 13.00	\$ 17.00	\$ 14.00	\$ 17.00
Party Place Coordinator	\$ 13.50	\$ 17.00	\$ 14.50	\$ 19.50	\$ 14.50	\$ 19.50
Party Place Staff	\$ 13.00	\$ 15.00	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
Bartender	\$ 13.00	\$ 16.50	\$ 13.00	\$ 17.00	\$ 14.00	\$ 17.00
BCC Building Supervisor	\$ 13.00	\$ 16.50	\$ 13.00	\$ 17.00	\$ 14.00	\$ 17.00
Theater Tech	\$ 15.00	\$ 20.00	\$ 15.00	\$ 20.00	\$ 15.00	\$ 20.00
LIFECENTER HEALTH CLUB						
Personal Trainers	\$ 20.00	\$ 35.00	\$ 24.00	\$ 40.00	\$ 24.00	\$ 40.00
Specialty Program Instructors	\$ 20.00	\$ 45.00	\$ 24.00	\$ 45.00	\$ 24.00	\$ 45.00
Equipment Orientation	\$ 15.00	\$ 20.00	\$ 15.00	\$ 20.00	\$ 15.00	\$ 20.00
Personal Trainers - Group Rate	\$ 35.00	\$ 53.00	\$ 35.00	\$ 53.00	\$ 35.00	\$ 53.00
Group Fitness Instructors	\$ 24.00	\$ 40.00	\$ 24.00	\$ 40.00	\$ 24.00	\$ 40.00
Fitness Coordinator	\$ 17.00	\$ 21.00	\$ 17.00	\$ 21.00	\$ 17.00	\$ 21.00
Supervisors (ie. Health Club)	\$ 13.00	\$ 17.00	\$ 13.00	\$ 18.00	\$ 14.00	\$ 18.00
Front Counter Staff	\$ 13.00	\$ 15.00	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
AQUATICS AREA						
Private Swim Instructor (per class)	\$ 13.50	\$ 13.50	\$ 13.50	\$ 16.00	\$ 14.00	\$ 16.00
Custom Private Swim Instructor (per Class)	\$ 14.50	\$ 14.50	\$ 14.50	\$ 17.00	\$ 14.50	\$ 17.00
Aquatics Coach (Swim Team, Diving Team, etc.)	\$ 14.50	\$ 22.50	\$ 14.50	\$ 23.50	\$ 14.50	\$ 23.50
Special Aquatics Instructor(Diving/Synchro)	\$ 14.00	\$ 23.00	\$ 14.00	\$ 23.00	\$ 14.00	\$ 23.00
Pool Supervisor	\$ 15.00	\$ 18.25	\$ 15.00	\$ 18.75	\$ 15.00	\$ 18.75
Swim Lessons Coordinator	\$ 13.25	\$ 17.25	\$ 13.25	\$ 17.50	\$ 14.00	\$ 17.50
Assistant Aquatics Coach	\$ 13.00	\$ 17.00	\$ 13.00	\$ 17.50	\$ 14.00	\$ 17.50
Head Lifeguard	\$ 14.00	\$ 17.00	\$ 14.50	\$ 17.50	\$ 14.50	\$ 17.50
Head Deck Attendant	\$ 13.00	\$ 15.50	\$ 13.50	\$ 16.00	\$ 14.00	\$ 16.00
Lifeguards	\$ 13.00	\$ 16.50	\$ 14.00	\$ 17.00	\$ 14.00	\$ 17.00
Lifeguard Instructor	\$ 13.75	\$ 17.50	\$ 15.00	\$ 18.75	\$ 15.00	\$ 18.75
Swim Instructors	\$ 13.00	\$ 14.50	\$ 13.25	\$ 15.50	\$ 14.00	\$ 15.50
Deck Attendant	\$ 13.00	\$ 14.25	\$ 13.00	\$ 15.25	\$ 14.00	\$ 15.25
Pool Cashier	\$ 13.00	\$ 14.25	\$ 13.00	\$ 15.25	\$ 14.00	\$ 15.25
Concession Supervisor	\$ 13.00	\$ 16.25	\$ 14.50	\$ 17.25	\$ 14.50	\$ 17.25
Concession Stand Attendant	\$ 13.00	\$ 14.25	\$ 13.00	\$ 15.00	\$ 14.00	\$ 15.00
GOLF AT APPLE ORCHARD						
Golf Clubhouse Supervisor	\$ 14.00	\$ 18.00	\$ 15.00	\$ 20.00	\$ 15.00	\$ 20.00
Assistant Clubhouse Supervisor	\$ 13.50	\$ 16.00	\$ 14.50	\$ 18.00	\$ 14.50	\$ 18.00
Front Counter Staff	\$ 13.00	\$ 15.00	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
Golf Lessons Instructor (per Class)	As Negotiated		As Negotiated		As Negotiated	
Private Golf Lessons (per Class)	As Negotiated		As Negotiated		As Negotiated	
Private Group Lessons (per Class)	As Negotiated		As Negotiated		As Negotiated	

BARTLETT PARK DISTRICT: PART-TIME SALARY RANGES						
	FY2022-23 January 1, 2023		FY2023-24 May 1, 2023		FY2023-24 January 1, 2024	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
RECREATION						
NATURE CENTER						
Nature Center Instructor	\$ 13.00	\$ 16.50	\$ 13.00	\$ 17.50	\$ 14.00	\$ 17.50
Nature Center Specialty Instructor	As Negotiated		As Negotiated		As Negotiated	
Nature Center Office Staff	\$ 13.50	\$ 16.25	\$ 13.50	\$ 17.50	\$ 14.00	\$ 17.50
Nature Center Building Supervisor	\$ 13.00	\$ 17.00	\$ 13.00	\$ 17.50	\$ 14.00	\$ 17.50
Nature Center Custodian	\$ 13.00	\$ 18.00	\$ 14.00	\$ 18.00	\$ 14.00	\$ 18.00
Nature Center Camp Coordinator	\$ 14.50	\$ 17.00	\$ 14.50	\$ 17.50	\$ 14.50	\$ 17.50
Nature Center Lead Camp Instructor	\$ 13.50	\$ 17.50	\$ 13.50	\$ 17.50	\$ 14.00	\$ 17.50
Nature Center Assistant Camp Instructor	\$ 13.00	\$ 14.75	\$ 13.00	\$ 15.00	\$ 14.00	\$ 15.00
Animal Care Staff	\$ 13.00	\$ 15.00	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
PRESCHOOL						
Preschool Coordinator	\$ 19.25	\$ 26.75	\$ 20.25	\$ 28.00	\$ 20.25	\$ 28.00
Preschool Teacher	\$ 17.25	\$ 22.75	\$ 18.25	\$ 24.00	\$ 18.25	\$ 24.00
Preschool Assistant	\$ 15.00	\$ 17.75	\$ 16.00	\$ 19.00	\$ 16.00	\$ 19.00
CAMPS (ie. Day Camp, Sports Camp, etc)						
Camp Coordinator	\$ 14.50	\$ 17.00	\$ 14.50	\$ 18.00	\$ 14.50	\$ 18.00
Camp Site Supervisor	\$ 13.50	\$ 17.50	\$ 13.50	\$ 17.50	\$ 14.00	\$ 17.50
Camp Counselor	\$ 13.00	\$ 14.75	\$ 13.00	\$ 15.00	\$ 14.00	\$ 15.00
BEFORE & AFTER SCHOOL PROGRAM						
Before & After School Recreation Site Supervisor	\$ 15.00	\$ 19.00	\$ 16.00	\$ 20.00	\$ 16.00	\$ 20.00
Before & After School Recreation Staff	\$ 13.00	\$ 15.75	\$ 13.00	\$ 16.75	\$ 14.00	\$ 16.75
SPORTS/ATHLETICS STAFF						
Volleyball Official (Certified)/per game	\$ 20.00	\$ 28.00	\$ 25.00	\$ 30.00	\$ 25.00	\$ 30.00
Sports Coordinators (ie. Soccer, Softball, etc)	\$ 14.75	\$ 18.85	\$ 15.75	\$ 21.00	\$ 15.75	\$ 21.00
Field Supervisor	\$ 13.00	\$ 14.00	\$ 13.00	\$ 15.00	\$ 14.00	\$ 15.00
Sports Scorekeeper	\$ 13.00	\$ 14.00	\$ 13.00	\$ 15.00	\$ 14.00	\$ 15.00
Schrade Gym Building Supervisor	\$ 14.00	\$ 17.00	\$ 15.00	\$ 18.00	\$ 15.00	\$ 18.00
BCC Gym Supervisor	\$ 13.00	\$ 14.00	\$ 13.00	\$ 15.00	\$ 14.00	\$ 15.00
BCC Open Gym Supervisor	\$ 13.00	\$ 14.00	\$ 13.00	\$ 15.00	\$ 14.00	\$ 15.00
MISC. RECREATION PROGRAMS						
Program Instructors	As Negotiated		As Negotiated		As Negotiated	
Marketing Assistant	\$ 16.00	\$ 20.50	\$ 17.00	\$ 21.50	\$ 17.00	\$ 21.50
Theater Tech	\$ 15.00	\$ 20.00	\$ 16.00	\$ 22.00	\$ 16.00	\$ 22.00
Cultural Arts Coordinator	\$ 15.25	\$ 21.25	\$ 16.25	\$ 23.00	\$ 16.25	\$ 23.00
Bus Driver (Trips)	\$ 16.00	\$ 22.00	\$ 17.00	\$ 23.00	\$ 17.00	\$ 23.00
Trip Supervisor	\$ 13.00	\$ 15.00	\$ 13.00	\$ 18.00	\$ 14.00	\$ 18.00
Orientation/District-wide Training/Meetings	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 14.00	\$ 14.00
VILLA OLIVIA						
WINTER SPORTS OPERATIONS						
Winter Sports Office/Rental Office Coordinator	\$ 15.75	\$ 21.75	\$ 15.75	\$ 21.75	\$ 15.75	\$ 21.75
Winter Sports Office Supervisor	\$ 13.50	\$ 16.50	\$ 13.50	\$ 16.50	\$ 14.50	\$ 16.50
Winter Sports Office Clerk	\$ 13.00	\$ 14.95	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
Winter Sports Rental Coordinator	\$ 15.75	\$ 21.75	\$ 15.75	\$ 21.75	\$ 15.75	\$ 21.75
Winter Sports Rental Supervisor	\$ 13.50	\$ 16.50	\$ 13.50	\$ 16.50	\$ 14.50	\$ 16.50
Winter Sports Rental Attendant	\$ 13.00	\$ 14.95	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
Winter Sports Hill Coordinator	\$ 15.75	\$ 21.75	\$ 15.75	\$ 21.75	\$ 15.75	\$ 21.75
Winter Sports Hill Supervisor	\$ 13.50	\$ 16.50	\$ 13.50	\$ 16.50	\$ 14.50	\$ 16.50
Chair Lift, Tow Rope, & Tube Hill Operator	\$ 13.00	\$ 14.95	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
Winter Sports School Coordinator	\$ 15.75	\$ 21.75	\$ 15.75	\$ 21.75	\$ 15.75	\$ 21.75
Winter Sports School Supervisor	\$ 13.50	\$ 20.50	\$ 13.50	\$ 20.50	\$ 14.50	\$ 20.50

BARTLETT PARK DISTRICT: PART-TIME SALARY RANGES						
	FY2022-23 January 1, 2023		FY2023-24 May 1, 2023		FY2023-24 January 1, 2024	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
Ski & Snow Board Instructor	\$ 13.00	\$ 20.00	\$ 13.00	\$ 20.00	\$ 14.00	\$ 20.00
Winter Sports Lodge Custodian	\$ 13.00	\$ 18.00	\$ 13.00	\$ 19.00	\$ 14.00	\$ 19.00
Ski Patrol	\$ 15.00	\$ 19.00	\$ 15.00	\$ 19.00	\$ 15.00	\$ 19.00
FOOD & BEVERAGE						
Banquet Captain	\$13.00 - \$19.55 + Service Charge		\$13.00 - \$19.55 + Service Charge		\$14.00 - \$19.55 + Service Charge	
Banquet Server	\$7.80 + Service Charge		\$7.80 + Service Charge		\$8.40 + Service Charge	
Banquet Busser/Runner	\$13 + Service Charge		\$13 + Service Charge		\$14 + Service Charge	
Banquet Bartender	\$13.00 - \$14.00 + Service Charge		\$13.00 - \$14.00 + Service Charge		\$14.00 - \$15.00 + Service Charge	
Cook	\$ 13.00	\$ 16.25	\$ 14.00	\$ 17.00	\$ 14.00	\$ 17.00
Dishwasher	\$ 13.00	\$ 15.50	\$ 14.00	\$ 17.00	\$ 14.00	\$ 17.00
Brunch Captain	\$ 13.00	\$ 16.25	\$ 14.00	\$ 17.00	\$ 14.00	\$ 17.00
Brunch/Dining Room Server	\$7.80 + Tips		\$7.80 + Tips		\$8.40 + Tips	
Dining Room & Brunch Busser/Runner	\$13.00 + Tips		\$13.00 + Tips		\$14.00 + Tips	
Dining Room Bartender	\$13.00 - \$14.00 + Tips		\$13.00 - \$14.00 + Tips		\$14.00 - \$15.00 + Tips	
Bar & Winter Sports Café Cashier	\$ 13.00	\$ 15.00	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
Winter Sports Café Runner	\$ 13.00	\$ 15.75	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
1/2 Way House	\$13.00 - \$14.00 + Tips		\$13.00 - \$14.00 + Tips		\$14.00 - \$15.00 + Tips	
Beer Cart	\$13.00 - \$14.00 + Tips or Service Charge		\$13.00 - \$14.00 + Tips or Service Charge		\$14.00 - \$15.00 + Tips or Service Charge	
Laundry	\$ 13.00	\$ 14.00	\$ 13.50	\$ 17.50	\$ 14.00	\$ 17.50
Special Event Staff	\$ 13.00	\$ 15.00	\$ 13.50	\$ 17.50	\$ 14.00	\$ 17.50
SALES						
Event Sales Assistant	\$ 14.00	\$ 18.00	\$ 14.00	\$ 18.00	\$ 14.00	\$ 18.00
GOLF & WINTER SPORTS GROUNDS						
Golf & Winter Sports Grounds	\$ 14.00	\$ 18.00	\$ 14.00	\$ 18.00	\$ 14.00	\$ 18.00
GOLF AT VILLA OLIVIA						
Front Counter Staff	\$ 13.00	\$ 15.00	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
Ranger/Starter	\$ 13.00	\$ 14.75	\$ 13.00	\$ 16.00	\$ 14.00	\$ 16.00
Golf Lessons Instructor (per Class)	As Negotiated		As Negotiated		As Negotiated	
Private Golf Lessons (per Class)	As Negotiated		As Negotiated		As Negotiated	
Private Group Lessons (per Class)	As Negotiated		As Negotiated		As Negotiated	
GOLF & WINTER SPORTS OPERATIONS						
Golf & Winter Sports Office Assistant	\$ 13.00	\$ 18.00	\$ 13.00	\$ 20.00	\$ 14.00	\$ 20.00



BOARD MEMORANDUM

April 5, 2023

To: Board of Commissioners
From: Rita Fletcher, Executive Director
Eric Leninger, Superintendent of Business Services
Re: FY 2023-24 Bartlett Park District Budget: Executive Summary

Staff is pleased to present the proposed 2023-24 Bartlett Park District Budget for the Park Board's consideration. This budget represents the fiscal priorities for 2023-24 operations, while continuing to meet the Park District's Mission "We create fun by providing the finest in parks, programs, and recreational facilities for our community" and Vision "to create lasting memories for our community by enthusiastically responding to and serving their recreational and leisure needs." The proposed budget complies with provisions of the Park District Code. The FY2023-24 Budget Executive Summary is written in the first week of April; therefore, assumptions have been made with respect to final numbers for FY2022-23 revenues/expenditures in March and April.

The Process

Staff began the process of developing the 2023-24 Budget in October, 2022. Similar to past years, the goal was set to complete and approve the FY2023-24 Budget by May 2023.

The budget process is a collaborative effort. Each department is responsible for preparing its own budget and then presenting it to Administration. Business Services assists in correcting any inconsistencies within the presentation so that it can be reviewed by the Executive Director. The budget is then returned a final time to implement the recommendations from those meetings.

When the entire budget has been entered, it is reviewed at a Districtwide level to determine priorities for the year and allocate resources accordingly.

The Philosophy

Staff has assembled the FY2023-24 Budget based on the assumption that demands for quality services, programs, and facilities will remain at a high level. Additionally, the FY2023-24 Budget takes into consideration the State's minimum wage increasing to \$14.00 per hour on 01/01/2024, as well as the effect this minimum wage increase has on overall pay compression.

The FY2023-24 Budget provides the District numerous opportunities to create fun. Park improvements and Playground replacement will occur at Apple Orchard Community Park, where the District received an OSLAD Grant. Park and Playground improvements will also occur at FireFighters Park, and Schoppe Park. The District looks forward to developing our parcel at the

Eastfield subdivision. Additional park improvements will occur with a renovation of Kohler Softball Field C, concrete repairs at the Leiseberg Park Spray Playground, and annual work on paths/trails and native areas.

The FY2023-24 proposed budget presents a strong commitment to maintaining the District's existing assets prior to taking on new projects. To ensure funds are available for future projects and items on the Capital Replacement and Improvement Plan (CRIP), the proposed budget recommends that \$756,661 is transferred from the Corporate Fund to the Capital Projects Fund.

After completion of the recent Districtwide Facility Assessment and Americans With Disabilities Act (ADA) Audit, the FY2023-24 budget proposes multiple improvement, maintenance, and retrofitting projects. These projects will occur at the Bartlett Community Center, Bartlett Aquatic Center, Administration Building, and Villa Olivia. These projects result in large expenditures in the FY2023-24 Budget. However, the District is ready for these expenses after years of planning ahead by transferring money to the Capital Projects Fund.

FY2023-24 Proposed Budget Highlights By Fund

Corporate Fund

The Corporate Fund consists of Administration, Business Services, and Parks Departments. The Corporate Fund receives the largest portion of tax revenue from the annual tax levy.

The Corporate Fund includes the following transfers out to other funds:

- \$746,661 to Capital Projects Fund
 - \$256,661 - Build America Bonds rebate
 - \$490,000 - fund balance
- \$70,000 to Recreation Fund

Capital Projects:

- HVAC System for Administration Building - \$270,000
- Bartlett Aquatic Center Filter System Replacement - \$167,000
- Oak Room Carpet Replacement - \$22,000
- Kohler Softball Field C Renovation - \$20,700

Capital Projects Fund

The Capital Projects Fund does not receive tax dollars. It contains funds the District has saved over time for the purpose of making large expenditures on infrastructure items and capitalized assets.

Capital Items:

- Toro GroundsMaster Mower - \$36,000
- Golf Carts for Villa Olivia - \$52,500

Capital Projects:

- Dehumidifier replacement at Splash Central - \$730,000
- Park and playground improvements at Apple Orchard Community Park – \$325,000
- Bartlett Aquatic Center Filter System Replacement - \$200,000
- Patio area improvements at Villa Olivia - \$200,000
- Park and playground improvements at FireFighters Park - \$130,000

- Park and playground improvements at Schoppe Park - \$130,000
- Development at Eastfield Property - \$130,000
- Cart Path improvements at Villa Olivia - \$30,000
- Infrastructure repairs at Villa Olivia - \$20,000
- Rooftop Unit Compressor Replacement for Bartlett Community Center - \$20,000
- Retaining wall improvements at Camelot on Mayfair - \$12,000
- Parking lot repairs at Bartlett Community Center - \$10,000
- Concrete repair for spray playground at Leiseberg Park - \$10,000

Bond and Interest Fund

Scheduled bond and interest payments and associated fees will be paid from this fund for the following debt issuances:

- Series 2010 Taxable General Obligation Park Bonds (Build America Bonds)
- Series 2018 General Obligation Limited Tax Refunding Park Bonds.

Villa Olivia Fund

The Villa Olivia Fund includes an 18-hole golf course, winter sports of ski, snowboarding, and tubing, and the banquet, food, and beverage operations of the facility.

Golf Course:

- New/increased revenue streams
 - Increase in price for greens and cart fees
 - Reduced time between tee times as a result of having more golf carts

Winter Sports:

- New/increased revenue streams
 - Increased pricing for slope and tubing tickets
 - Increased pricing of packages and rental equipment

Food and Beverage:

- New/increased revenue streams
 - Increased pricing for banquet lunch and dinner packages
 - Increased number of bookings due to higher demand

Recreation Fund

The Recreation Fund includes recreation programs, marketing, Bartlett Nature Center, Schrade Gymnasium, LIFECenter Health and Fitness Club, Bartlett Aquatic Center, Splash Central, Oak Room, Registration Office, Bartlett Community Center room rentals and birthday parties, athletic field rentals, Apple Orchard Golf Course, and a portion of maintenance expenses at Bartlett Community Center.

The Recreation Fund includes the following transfers in from other funds:

- \$70,000 from Corporate Fund for Bartlett Community Center maintenance expenses and capital asset purchases
- \$61,000 from Special Recreation Fund for Northwest Special Recreation Association facility usage

The following are new recreation programs or events to be offered:

- Teen Trip Fright Night
- Fairy Tale Theatre Camp
- Outdoor Tennis Lessons
- Laser Tag at Schrade Gym
- NFL Youth Flag Football League

LIFECenter Health and Fitness Club:

- Capital Items
 - Cardio equipment lease - \$23,000
 - Cardio equipment purchase - \$13,200

Bartlett Aquatic Center:

- New/increased revenue streams
 - Increased daily usage fees

Oak Room

- Capital Item
 - Wireless Microphones for Sound System - \$15,000

Special Recreation Fund

The Special Recreation Fund includes annual fees paid to NWSRA (Northwest Special Recreation Association), as well as projects, repairs, and all new construction that must meet ADA (Americans With Disabilities Act) construction specifications.

Northwest Special Recreation Association assessment for calendar year 2023 - \$237,521

Funds will be used in association with the following Capital Projects (\$210,000):

- Park and playground improvements at Apple Orchard Community Park
- Park and playground improvements at FireFighters Park
- Park and playground Improvements at Schoppe Park
- Property development at Eastfield
- Front Entrance Doors and Cart Path improvements at Villa Olivia
- Patio Area Improvements at Villa Olivia

Districtwide building and park retrofit improvements that were identified in the ADA Accessibility Audit will be made in an effort to increase accessibility for all patrons - \$100,000

Illinois Municipal Retirement Fund

The IMRF (Illinois Municipal Retirement Fund) includes employer contribution rates for all IMRF-eligible employees. IMRF-eligible employees are all full-time and part-time employees who are anticipated to work over 1,000 hours during a calendar year. The District pays a certain percentage of wages to IMRF for each IMRF-eligible employee. The District's contribution rate changes each year, and involves many factors, including IMRF's investment returns and the number of District retirees currently collecting their pension.

Bartlett Park District IMRF Employer contribution rate on eligible wages:

- Calendar year 2023 – 7.67% (down from 8.57% in Calendar year 2022)

Social Security and Medicare Fund

The Social Security and Medicare Fund includes the District's portion of Social Security and Medicare taxes for wages paid to employees.

Employer tax rate on eligible wages:

- Social Security – 6.20%
- Medicare – 1.45%

Audit Fund

The Audit Fund includes auditor expenses, preparing the comprehensive annual financial report, and other reporting and grant audit fees.

FY2022-23 Comprehensive Annual Financial Report fee - \$18,000

GASB 75 valuation report fee - \$2,500

OSLAD Grant Audit fee - \$2,250

Liability Insurance Fund

The Liability Insurance Fund includes property loss, general liability, and worker's compensation premiums paid to the Park District Risk Management Agency (PDRMA), reimbursable method unemployment expense, the inspection of fire and security equipment and systems, risk management capital items, and expenses related to the District's Safety Committee.

Park District Risk Management Agency premiums - \$175,200

Alarm and safety inspections - \$43,915

Unemployment expense - \$20,000

Paving and Lighting Fund

The Paving and Lighting Fund includes expenses for the construction and maintenance of parking lots and other paved areas, including the lighting thereof, that are maintained by the District.

Capital Projects:

- Sealcoating and parking lot repairs - \$50,000
- Bike paths and trails - \$15,000

FY2023-24 Proposed Budget Summary

For all funds, total budgeted revenues – excluding transfers – are expected to be \$15,257,333. The proposed budget request reflects that total budgeted expenditures for all funds – excluding transfers – are expected to be \$16,563,514. It should be noted that the Capital Projects Fund and Special Recreation Fund are responsible for the overall planned deficit. Large capital projects that have been planned for comprise the expenses in the FY2023-24 Capital Projects Fund. In the Special Recreation Fund, the District currently has a high fund balance. The recent ADA Audit identified numerous retrofitting projects that could be completed in an effort to improve access, and Staff plans to complete several of these projects in FY2023-24. Aside from the Capital

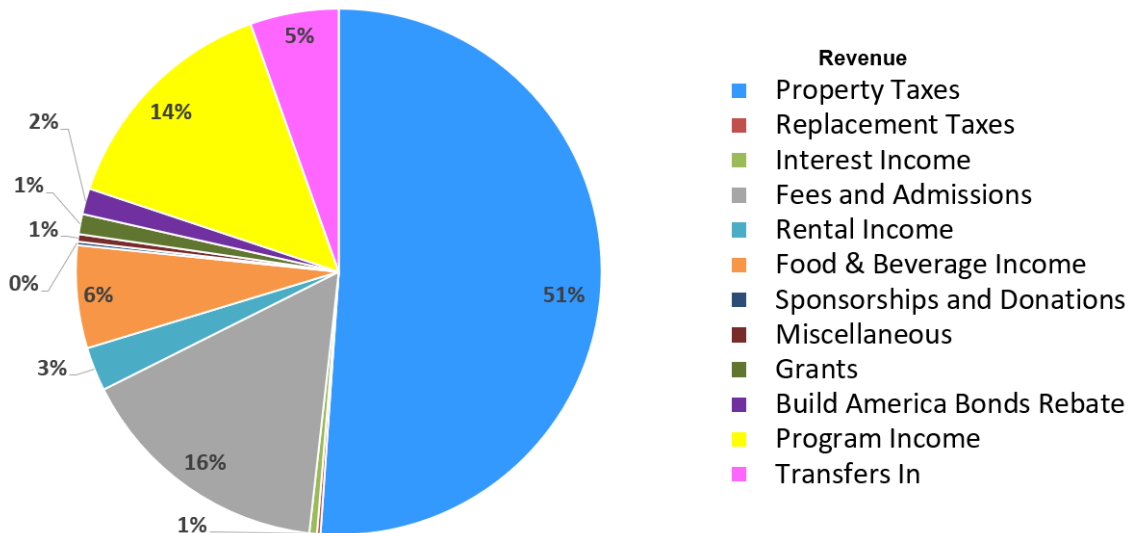
Projects Fund and Special Recreation Funds, the remainder of the FY2023-24 Budget reflects net income of over \$107,000, even with spending-down some of the remaining balances in smaller funds.

In FY2023-24, staff will work to maintain fund balances equal to the targeted amounts, as stated in the Fund Balance Policy. The following tables and charts represent FY2023-24 budgeted revenues and expenditures across all funds.

Revenue:

Property Taxes	\$ 8,246,426
Replacement Taxes	\$ 35,000
Interest Income	\$ 75,700
Fees and Admissions	\$ 2,552,630
Rental Income	\$ 435,258
Food & Beverage Income	\$ 1,017,433
Sponsorships and Donations	\$ 34,585
Miscellaneous	\$ 73,799
Grants	\$ 200,000
Build America Bonds Rebate	\$ 256,661
Program Income	\$ 2,329,841
	<u>\$ 15,257,333</u>
Transfers In	\$ 877,661
Total Revenue	<u>\$ 16,134,994</u>

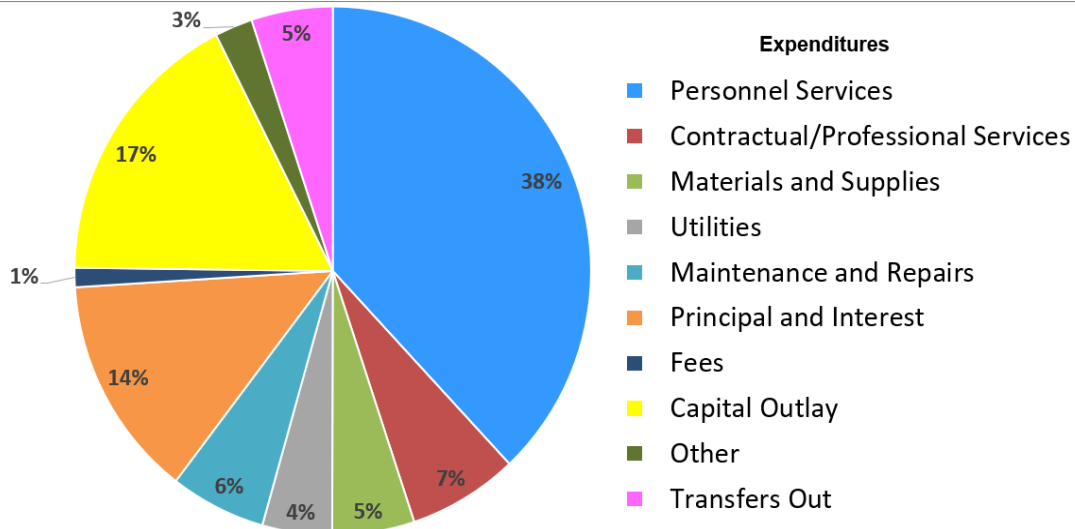
Summary - Revenue



Expenditures:

Personnel Services	\$ 6,639,862
Contractual/Professional Services	\$ 1,199,500
Materials and Supplies	\$ 897,500
Utilities	\$ 761,425
Maintenance and Repairs	\$ 1,045,446
Principal and Interest	\$ 2,375,460
Fees	\$ 206,219
Capital Outlay	\$ 3,025,300
Other	\$ 412,802
	<u>\$ 16,563,514</u>
Transfers Out	\$ 877,661
Total Expenditures	<u>\$ 17,441,175</u>

Summary - Expenditures

**Property Tax Revenue**

Property tax revenue comprises 51% of all revenue in the FY2023-24 budget. The 2022 tax levy (collected in 2023), is based on the rise in the Consumer Price Index and any additional growth in valued property in each county. A property tax bill is calculated by multiplying the equalized assessed value of a property by the aggregate rate for the tax code area in which the property lies. In November of 2023, the District anticipates issuing a tax levy with approximately \$500,000 in additional revenue being collected as the Brewster Creek Business Park comes off of the current Tax Increment Financing (TIF) District.

The following table represents the historical change in consumer price index, with CPI value in December of each year:

Year	CPI	Percent Change	Levy Year	Year Taxes Paid
2009	215.949	2.70	2010	2011
2010	219.179	1.50	2011	2012
2011	225.672	3.00	2012	2013
2012	229.601	1.70	2013	2014
2013	233.049	1.50	2014	2015
2014	234.812	0.80	2015	2016
2015	236.525	0.70	2016	2017
2016	241.432	2.10	2017	2018
2017	246.524	2.10	2018	2019
2018	251.233	1.90	2019	2020
2019	256.974	2.30	2020	2021
2020	260.474	1.40	2021	2022
2021	278.802	7.00	2022	2023

The following table represents the historical change in equalized assessed value (EAV), by county, for the District):

Valuation Year	DuPage	Cook	Kane	Total	% Change
2010	820,845,224	528,415,405	3,695,367	1,352,955,996	
2011	758,548,541	499,402,967	3,272,734	1,261,224,242	-6.78%
2012	694,029,731	444,741,080	2,963,424	1,141,734,235	-9.47%
2013	649,869,438	343,271,561	2,764,670	995,905,672	-12.77%
2014	633,089,848	350,423,561	2,699,262	986,212,671	-0.97%
2015	655,251,033	336,779,389	2,950,493	994,980,915	0.89%
2016	694,624,718	394,466,306	3,248,828	1,092,339,852	9.78%
2017	724,996,697	393,490,665	4,093,176	1,123,556,179	2.86%
2018	754,024,641	382,407,263	5,652,254	1,142,084,158	1.65%
2019	779,774,101	432,065,190	6,258,464	1,218,097,755	6.66%
2020	806,121,059	433,537,686	6,400,381	1,244,586,630	2.13%
2021	828,394,398	398,450,131	8,104,418	1,234,948,947	-0.77%
*2022	879,879,131	398,450,131	13,031,689	1,291,328,951	4.57%

*Final EAV values for prior calendar year are typically released by early summer. Cook County EAV is last to be released.

Communication/Marketing

The Park District will continue to expand its efforts to develop, strengthen, and foster relationships with local community groups, business leaders, elected officials, the Village of Bartlett, and Park District residents. These ongoing efforts are done in order to increase support and interest in activities and offerings; thus providing a higher quality of service to the District's constituents. Efforts to explore new methods, such as live-streaming, will continue to be investigated after completion of strategic goal work that took place in the current fiscal year.

Human Resources

Undoubtedly, the Park District's most valuable asset is its people. The District continues to evaluate its organizational structure and strategically maneuver accordingly to provide support to the strategic planning process and patrons.

In the current labor market, recruiting qualified employees that are well matched with the organization's culture is an ongoing challenge, especially with recent inflation rates. The proposed budget continues to offer employees competitive benefit packages. Economic realities have placed a premium on measuring and evaluating staffing levels and needs. The District is budgeting for one additional full-time staff member in the Parks Department.

Salaries and Benefits: Attracting and retaining employees is essential to the Park District's success in providing quality park and recreation services, preparing for the future, and operating efficiently and effectively. The proposed budget represents the commitment to provide fair and equitable compensation and benefits competitive with the marketplace.

Health Insurance: The District continues to be a member of the Park District Risk Management Agency (PDRMA) health insurance pool. PDRMA assists the District to manage risks through plan option offerings, high quality wellness/prevention programs and case management strategies, as well as through training and educational resources.

In FY2023-24 the District will continue to offer the PPO with Health Reimbursement Account (HRA) and HMO coverage options to all benefit eligible employees, as well as dental and vision options.

Information Technology

The Park District utilizes information technology (IT) as the design, development, application, implementation, support or management of computer-based information systems dealing with the use of computers and telecommunications equipment. The Park District strives to consistently provide a high level of quality information technology services and experiences, both for external guests and staff, while simultaneously operating efficiently from a business standpoint.

Current and future information technology needs will continuously be evaluated. The FY2023-24 Budget reflects capitalized expenditures of \$43,900 for cloud-based software, network switches, and annual PC replacements. As more and more programs move from on-premised based to cloud-based software, the District IT Department evaluates cost-effective options and plans for the future.

Fund Balance Targets

The Fund Balance Policy sets targets for fund balances as a percentage of expenses. The 2022 tax levy and FY2023-24 proposed budget was prepared with the Fund Balance Policy in mind.

A major financial goal over the past couple years has been to spend-down the fund balances in the smaller funds and free-up money for capital projects. This trend will continue in FY2023-24. Without prior planning, the large-dollar-value projects in the proposed FY2023-24 budget would not be possible. For FY2023-24, Staff looks to spend a portion of the funds that have saved from prior fiscal years for capital projects. Staff also looks to spend-down remaining high fund balances in the smaller funds in an effort to avoid tax objections. It is important to note that even with

proposed expenditures that exceed proposed revenues in the FY2023-24 budget, the District will maintain fund balances in nearly every fund that are at or above the fund balance policy target.

Provided FY2022-23 projections are accurate and the FY2023-24 proposed budget is met, fund balance target projections at April 30, 2023, are as follows:

<u>Fund</u>	<u>FY2022-23 Projection</u>	<u>FY2023-24 Budget</u>	<u>Policy Target</u>
Corporate	49%	46%	25%
Capital Projects	N/A	N/A	N/A
Bond & Interest	N/A	N/A	N/A
Villa Olivia	-138%	-130%	25%
Recreation	35%	35%	25%
Special Recreation	84%	34%	25%
IMRF	58%	47%	25%
SS & Medicare	34%	25%	25%
Audit	24%	26%	25%
Liability Insurance	59%	47%	25%
Paving & Lighting	55%	33%	25%
Quadricentennial	N/A	N/A	N/A

The Park District has met its fund balance targets in all cases, except for the Villa Olivia Fund. In order to comply with the fund balance targets, the fund deficits included in the proposed FY2023-24 budget are intentional.

FY2023-24 Proposed Budget Revenue and Expenditure Analysis By Fund

Corporate Fund

Revenue	
Property Taxes	\$3,708,696
Replacement Taxes	35,000
Interest Income	70,000
Miscellaneous Income	9,076
Build America Bonds Rebate	256,661
Total Estimated Revenue	\$4,079,433
Expenses	
Personnel Services	\$1,799,831
Contractual/Professional Services	251,031
Materials and Supplies	157,450
Utilities	105,960
Maintenance and Repairs	273,522
Capital Outlay	480,900
Transfers Out	816,661
Other	175,000
Total Estimated Expense	\$4,060,355
Fund Net Surplus/Deficit	\$19,078

Capital Projects Fund

Revenue	
Transfers In	\$746,661
Interest Income	3,500
Sponsorships and Donations	10,000
Grants	200,000
Total Estimated Revenue	\$960,161
Expenses	
Capital Outlay	\$2,140,500
Total Estimated Expense	\$2,140,500
Fund Net Surplus/Deficit	(\$1,180,339)

Bond and Interest Fund

Revenue	
Property Taxes	\$2,399,289
Gain on Taxes	50
Total Estimated Revenue	\$2,399,339
Expenses	
Principal and Interest	\$2,373,208
Fees	2,252
Total Estimated Expense	\$2,375,460
Fund Net Surplus/Deficit	\$23,879

Villa Olivia Fund

Revenue	
Fees and Admissions	\$961,915
Rental Income	324,642
Food and Beverage Sales	885,361
Miscellaneous Income	44,459
Program Income	90,825
Total Estimated Revenue	\$2,307,202
Expenses	
Personnel Services	\$1,352,657
Contractual/Professional Services	80,789
Materials and Supplies	325,752
Utilities	154,470
Maintenance and Repair	115,000
Fees	104,930
Other	97,425
Total Estimated Expense	\$2,231,023
Fund Net Surplus/Deficit	\$76,179

Recreation Fund

Revenue	
Property Taxes	\$861,316
Fees and Admissions	1,579,260
Interest Income	2,000
Rental Income	110,616
Food and Beverage Income	132,290
Sponsorships and Donations	24,585
Miscellaneous Income	30,049
Transfers In	131,000
Program Income	2,239,016
Total Estimated Revenue	\$5,110,132
Expenses	
Personnel Services	\$3,165,818
Contractual/Professional Services	381,938
Materials and Supplies	410,450
Utilities	515,395
Maintenance and Repair	288,926
Capital Outlay	51,400
Other	178,097
Total Estimated Expense	\$4,992,024
Fund Net Surplus/Deficit	\$118,108

Special Recreation Fund

Revenue	
Property Taxes	\$410,642
Total Estimated Revenue	\$410,642
Expenses	
Contractual Services	\$237,521
Capital Outlay	205,000
Maintenance and Repairs	140,000
Transfer Out	61,000
Total Estimated Expense	\$643,521
Fund Net Surplus/Deficit	(\$232,879)

Illinois Municipal Retirement Fund

Revenue	
Property Taxes	\$225,982
Total Estimated Revenue	\$225,982
Expenses	
Personnel Services	\$275,000
Total Estimated Expense	\$275,000
Fund Net Surplus/Deficit	(\$49,018)

Social Security and Medicare Fund

Revenue	
Property Taxes	\$297,005
Total Estimated Revenue	\$297,005
Expenses	
Personnel Services	\$330,000
Total Estimated Expense	\$330,000
Fund Net Surplus/Deficit	(\$32,995)

Audit Fund

Revenue	
Property Taxes	\$23,243
Total Estimated Revenue	\$23,243
Expenses	
Contractual Services	\$22,750
Other	70
Total Estimated Expense	\$22,820
Fund Net Surplus/Deficit	\$423

Liability Insurance Fund

Revenue	
Property Taxes	\$264,722
Miscellaneous Income	1,500
Total Estimated Revenue	\$266,222
Expenses	
Personnel Services	\$23,005
Contractual / Professional Services	224,115
Materials / Supplies / Training	38,350
Other	20,000
Total Estimated Expense	\$305,470
Fund Net Surplus/Deficit	(\$39,248)

Paving and Lighting Fund

Revenue	
Property Taxes	\$55,527
Total Estimated Revenue	\$55,527
Expenses	

Maintenance and Repair	\$65,000
Total Estimated Expense	\$65,000
Fund Net Surplus/Deficit	(\$9,472)

Quadricentennial Fund

Revenue	
Interest Income	\$100
Total Estimated Revenue	\$100
Expenses	
Total Estimated Expense	\$0
Fund Net Surplus/Deficit	\$100


Conclusion

The proposed FY2023-24 Budget necessitates review in terms of its place in long-range financial goals. Large capital expenditures can be daunting, even when they are known and planned for. However, years of fiscal responsibility and planning have allowed the District to be in a position where we can confidently and successfully re-invest in our infrastructure so future generations of Bartlett Park District patrons may thrive and enjoy recreational activities. The District proposes a continued commitment to the future by transferring \$746,661 into the Capital Projects Fund in FY2023-24.

Maintaining strong fund reserves near their policy target is a balancing act that the District has completed well in recent years. Keeping fund balances near the 25% target helps ensure the District will not receive tax objections. Being in a position to spend-down fund balances in order to be at the 25% level demonstrates years of responsible spending, and is a much more advantageous position to be in as opposed to being consistently below 25%.

The level of non-tax resources generated by the District is crucial, as the Park District would never be able to offer programs or services, or operate its facilities, with tax support alone. The District continues to focus efforts on increasing revenues for sources other than tax dollars. The proposed budget indicates 49% of revenues will come from non-tax resources.

The entire staff should be recognized for its contribution to this budget process. Staff's knowledge and expertise were invaluable in ensuring that the budget reflects the needs of the guests that the Park District serves, while maximizing resources to their fullest potential. Staff looks forward to discussion during the budget presentation that is scheduled for April 11, 2023. Should any Board member wish to discuss any of the information provided in this document prior to the Committee meeting, please feel free to contact Executive Director Rita Fletcher.

 Bartlett Park District Proposed Capital Projects List FY 2023-2024				
3/28/2023		Year Purchased /Updated	FY2023-24	GL
Vehicles	<u>Villa Olivia</u>			
	Toro GroundsMaster Mower	2000	\$ 36,000.00	03-10-80-560-0100
	Golf Carts		\$ 52,500.00	03-10-80-560-0100
	Total Vehicles		\$ 88,500.00	
Parks and Playgrounds				
Camelot on Mayfair		1997	\$ 12,000.00	03-10-80-572-0838
Apple Orchard Comm Park	OSLAD Grant	2000	\$ 325,000.00	03-10-80-572-0845
			\$ 50,000.00	21-10-05-572-1900
FireFighters Park		1998	\$ 130,000.00	03-10-80-572-0855
			\$ 30,000.00	21-10-05-572-1900
Schoppe Park		1998	\$ 130,000.00	03-10-80-572-0880
			\$ 30,000.00	21-10-05-572-1900
Eastfield Property			\$ 130,000.00	03-10-80-572-0825
			\$ 30,000.00	21-10-05-572-1900
	Total Parks and Playgrounds		\$ 867,000.00	
Park Improvements				
	Trees	Annually	\$ 5,000.00	01-10-20-572-0825
	Bike Paths & Trails	Annually	\$ 15,000.00	26-10-20-571-0825
	Native Areas	Annually	\$ 15,000.00	01-10-20-571-1700
Koehler Fields	Ballfield Renovation - Field C		\$ 20,700.00	01-10-20-572-0825
Leiseberg Park	Splash Pad Concrete Repairs		\$ 10,000.00	03-10-80-572-0865
	Total Park Improvements		\$ 65,700.00	
Facility and Equipment Improvements				
Administration Building	HVAC System	1960	\$ 270,000.00	01-10-80-575-0825
Bartlett Aquatic Center	Filter System Replacement	1994	\$ 200,000.00	03-10-80-575-0816
			\$ 167,000.00	01-10-80-575-0816
Bartlett Community Center	<u>General Areas</u>			
	RTU #5 - Compressor #1 Replacement	2000	\$ 20,000.00	03-10-80-575-0808
	Sealcoating and Parking Lot/Driveway Repairs	2000	\$ 10,000.00	03-10-80-575-0808



Bartlett Park District
Proposed Capital Projects List
FY 2023-2024

3/28/2023

**Year
Purchased
/Updated**

FY2023-24

GL

2000

\$ 50,000.00

26-10-20-571-0825

LIFECenter

Cardio Equipment Lease

2022

\$ 23,000.00

20-70-28-560-0101

Bike Replacement (3)

2012

\$ 13,200.00

20-70-28-560-0101

Oak Room

Carpet Replacement

2012

\$ 22,000.00

01-10-20-575-0808

Wireless Microphones for Sound System

\$ 15,000.00

20-30-05-560-0100

Splash Central

Dehumidifier

2001

\$ 730,000.00

03-10-80-575-0808

Villa Olivia

Front Entrance Doors

\$ 40,000.00

21-10-05-575-1900

Tree Removals and Replacements

Annually

\$ 20,000.00

03-10-80-575-0990

Patio Area Improvements

\$ 200,000.00

03-10-80-575-0990

\$ 30,000.00

21-10-05-575-1900

Cart Path

\$ 30,000.00

03-10-80-575-0990

Infrastructure repairs

Annually

\$ 20,000.00

03-10-80-575-0990

Total Facility and Equipment Improvements

\$ 1,860,200.00

ADA Projects

Accessibility Projects (Parks)

Annually

\$ 50,000.00

21-10-05-572-1900

Accessibility Projects (Buildings)

Annually

\$ 50,000.00

21-10-05-575-1900

Total ADA Improvements

\$ 100,000.00

Technology

Cloud-based Software

\$ 15,900.00

01-10-05-560-0100

Network Switches

2000

\$ 20,000.00

01-10-05-560-0100

PC Replacements - Annual

2018

\$ 8,000.00

01-10-05-560-0100

Total Technology Improvements

\$ 43,900.00

Total Vehicles

\$ 88,500.00

Total Parks and Playgrounds


\$ 867,000.00

Total Park Improvements

\$ 65,700.00

Total Facility and Equipment Improvements

\$ 1,860,200.00

	Bartlett Park District Proposed Capital Projects List FY 2023-2024				
3/28/2023		Year Purchased /Updated	FY2023-24	GL	
	Total ADA Improvements		\$ 100,000.00		
	Total Technology Improvements		\$ 43,900.00		
	CRIP Totals		\$ 3,025,300.00		

ORDINANCE 23-08

BARTLETT PARK DISTRICT

ANNUAL BUDGET AND APPROPRIATION ORDINANCE (TENTATIVE)

RE: AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE BARTLETT PARK DISTRICT, DUPAGE, COOK, AND KANE COUNTIES, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2023 AND ENDING APRIL 30, 2024, AND SPECIFYING THE OBJECTS AND PURPOSE FOR WHICH SUCH APPROPRIATIONS ARE MADE, AND THE AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE.

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

WHEREAS, a public hearing was held as to such a Budget and Appropriation Ordinance on the 9th day of May 2023 and notice of said hearing was given at least one week prior thereto as required by law, and all other legal requirements have been complied with;

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

SECTION 1: A sum of money in the total amount of seventeen million, four-hundred forty-one thousand, one-hundred seventy-five dollars (\$17,441,175), or as much thereof as may be authorized by law, be and the same is hereby budgeted, and that the sum of money in the total amount of nineteen million, one-hundred eighty-five thousand, two-hundred ninety-two dollars (\$19,185,292), or as much thereof as may be authorized by law, be and the same is hereby appropriated for the corporate purposes of the Bartlett Park District, as herein specified, for the fiscal year beginning May 1, 2023 and ending April 30, 2024.

SECTION 2: The amounts budgeted and appropriated for each purpose are as follows:

Corporate Fund	Budget	Appropriations
Personnel Services	\$1,799,832	\$1,979,816
Contractual / Professional Services	251,031	276,134
Materials and Supplies	157,450	173,195
Utilities	105,960	116,556
Maintenance and Repairs	273,522	300,874
Capital Outlay	480,900	528,990
Transfers	816,661	898,327
Other	<u>175,000</u>	<u>192,500</u>
Total	<u>\$4,060,356</u>	<u>\$4,466,392</u>
Capital Projects Fund	Budget	Appropriations
Building Improvements	\$1,230,000	\$1,353,000
Equipment	88,500	97,350
Park Improvements	<u>822,000</u>	<u>904,200</u>
Total	<u>\$2,140,500</u>	<u>\$2,354,550</u>
Bond and Interest Fund	Budget	Appropriations
Principal and Interest	\$2,373,208	\$2,610,528
Fees	<u>2,252</u>	<u>2,477</u>
Total	<u>\$2,375,460</u>	<u>\$2,613,005</u>
Villa Olivia Fund	Budget	Appropriations
Personnel Services	\$1,352,657	\$1,487,923
Contractual / Professional Services	80,789	88,868
Materials and Supplies	325,752	358,327
Utilities	154,470	169,917
Maintenance and Repairs	115,000	126,500
Fees	104,930	115,423
Other	<u>97,425</u>	<u>107,167</u>
Total	<u>\$2,231,023</u>	<u>\$2,454,125</u>
Recreation Fund	Budget	Appropriations
Personnel Services	\$3,165,819	\$3,482,401
Contractual / Professional Services	381,938	420,131
Materials and Supplies	410,450	451,495
Utilities	515,395	566,935
Maintenance and Repairs	288,926	317,819
Capital Outlay	51,400	56,540
Other	<u>178,097</u>	<u>195,907</u>
Total	<u>\$4,992,025</u>	<u>\$5,491,228</u>

Special Recreation Fund	Budget	Appropriations
Contractual Services	\$237,521	\$261,273
Capital Outlay	205,000	225,500
Maintenance and Repairs	140,000	154,000
Transfers	<u>61,000</u>	<u>67,100</u>
Total	<u>\$643,521</u>	<u>\$707,873</u>
Illinois Municipal Retirement Fund	Budget	Appropriations
Personnel Services	<u>\$275,000</u>	<u>\$302,500</u>
Total	<u>\$275,000</u>	<u>\$302,500</u>
Social Security Fund	Budget	Appropriations
Personnel Services	<u>\$330,000</u>	<u>\$363,000</u>
Total	<u>\$330,000</u>	<u>\$363,000</u>
Audit Fund	Budget	Appropriations
Contractual Services	\$22,750	\$25,025
Other	<u>70</u>	<u>77</u>
Total	<u>\$22,820</u>	<u>\$25,102</u>
Liability Insurance Fund	Budget	Appropriations
Personnel Services	\$23,005	\$25,305
Contractual Services	224,115	246,527
Materials and Supplies	38,350	42,185
Other	<u>20,000</u>	<u>22,000</u>
Total	<u>\$305,470</u>	<u>\$336,017</u>
Paving and Lighting Fund	Budget	Appropriations
Maintenance and Repair	<u>65,000</u>	<u>71,500</u>
Total	<u>\$65,000</u>	<u>\$71,500</u>
Quadricentennial Fund	Budget	Appropriations
Other	<u>\$0</u>	<u>\$0</u>
Total	<u>\$0</u>	<u>\$0</u>

SUMMARY OF ALL FUNDS

Funds	Budget	Appropriations
Corporate	\$4,060,356	\$4,466,392
Capital Projects	2,140,500	2,354,550
Bond and Interest	2,375,460	2,613,005
Villa Olivia	2,231,023	2,454,125
Recreation	4,992,025	5,491,228
Special Recreation	643,521	707,873
Illinois Municipal Retirement	275,000	302,500
Social Security	330,000	363,000
Audit	22,820	25,102
Liability Insurance	305,470	336,017
Paving and Lighting	65,000	71,500
Quadricentennial	0	0
Total	<u>\$17,441,175</u>	<u>\$19,185,292</u>

Each of said sums of money and the aggregate thereof are deemed necessary by the Board of Park Commissioners of the Bartlett Park District to defray the necessary expenses and liabilities of the aforesaid Park District during the fiscal year beginning the 1st day of May 2023 and ending the 30th day of April 2024 for the respective purposes set forth.

SECTION 3: Pursuant to law, the following determinations have been and are hereby made a part hereof:

- (a) Estimate of cash on hand at the beginning of the fiscal year: \$8,174,815
- (b) Estimate of cash expected to be received during the fiscal year from all sources: \$16,134,994
- (c) Estimate of expenditures contemplated for the fiscal year: \$17,441,175
- (d) Estimated cash expected to be on hand at the end of the fiscal year: \$6,868,634

SECTION 4: All unexpended balances of the appropriation for the fiscal year ending the 30th day of April 2023 and prior years to the extent not otherwise reappropriated for other purposes herein are hereby specifically reappropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this Appropriation Ordinance, pursuant to law.

All receipts and revenue not specifically appropriated, and all unexpended balances from preceding fiscal years not required for the purpose for which they were appropriated and levied shall constitute the Corporate Fund and shall be placed to the credit of such fund.

SECTION 5: All ordinances, or parts of ordinances, conflicting with any of the provisions of this Ordinance and the same are hereby modified or repealed. If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portions of such item, or the remainder of this Ordinance.

SECTION 6: This Ordinance is not intended or required to be in support of or in relation to any tax levy made by the Park District during the fiscal year beginning May 1, 2023 and ending April 30, 2024, or any other fiscal year.

SECTION 7: This Ordinance shall be in full force and effect from and after its adoption, as provided by law. A certified copy of the Ordinance shall be filed with the County Clerks of DuPage, Cook, and Kane Counties, Illinois, together with the Certificate of the Chief Fiscal Officer of the Park District certifying revenues by source anticipated to be received by the Park District, within thirty (30) days after its passage and approval, as provided by law.

PASSED this 9th day of May 2023 by roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

Rita Fletcher, Secretary
Board of Park Commissioners
Bartlett Park District
DuPage, Cook, Kane Counties, IL

Lori Palmer, President
Board of Park Commissioners
Bartlett Park District
DuPage, Cook, Kane Counties, IL

[SEAL]

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

SECRETARY'S CERTIFICATE

I, Rita Fletcher do hereby certify that I am the Secretary of the Board of Park Commissioners of the Bartlett Park District, DuPage, Cook, and Kane Counties, Illinois and, as such, I am keeper of the records, ordinances, files and seal of said Park District; and

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of

ORDINANCE NO. 23-08

BARTLETT PARK DISTRICT

ANNUAL BUDGET AND APPROPRIATION ORDINANCE

adopted at a duly called special annual meeting of the Board of Park Commissioners of the Bartlett Park District, held at Bartlett, Illinois in said District at 7:15pm on the 9th day of May 2023.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereto affix my official signature and the seal of said Bartlett Park District at Bartlett, Illinois, this 9th day of May 2023.

Rita Fletcher, Secretary

[SEAL]



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