



*The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.*

**AGENDA**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**TUESDAY, NOVEMBER 3, 2015**  
**7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - October 6, 2015
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Victoria Park wetland area / M15-149
  - B. Playground renovations 2016 / M15-144
  - C. Ice Arena cooling tower and refrigeration condenser / M15-145
  - D. Balanced Scorecard 3Q – M15-151
  - E. Parks Board Report / M15-150
  - F. Planning & Development Report / M15-147
  - G. 2016 Budget Format / M15-148
    - Budget Overview
    - Budget Goals & Objectives
      - Parks Division
      - Planning & Development Division
    - 2016 HEPD Budget
      - Fund 01 (Maintenance)
      - Fund 12 (Capital)
      - Fund 09 (Special Rec)
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

ALL MEETINGS ARE HELD IN THE BOARDROOM OF THE SCOTT R. TRIPHAHN COMMUNITY CENTER & ICE ARENA AT 1685 W. HIGGINS ROAD IN HOFFMAN ESTATES UNLESS OTHERWISE SPECIFIED. WE INVITE THOSE WHO MAY NEED AN ACCOMMODATION DUE TO A DISABILITY TO CONTACT US 48 HOURS IN ADVANCE. PLEASE CONTACT JANE KACZMAREK, EXECUTIVE ASSISTANT, AT 847-885-7500.



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**MINUTES  
BUILDING AND GROUNDS MEETING  
October 6, 2015**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Meeting was held on October 6, 2105 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Mohan, Comm Rep Bettencourt, Dekirmenjjan, Triphahn, chairman Kilbridge

Absent: Comm Rep Friedman, Snyder

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma, Rec/Facilities Director Kies, P&D Director Buczkowski, Parks and Risk Director Giacalone

Audience: Commissioner R. Evans, Kinnane, McGinn, Kaplan, President Bickham, Mr. K. Evans

**2. Approval of Agenda:**

Commissioner Mohan made a motion, seconded by Comm Rep Triphahn to approve the agenda as presented. The motion carried by voice vote.

**3. Minutes:**

Chairman Kilbridge noted that under Item 6A BPC 10<sup>th</sup> hole/green, 6<sup>th</sup> paragraph should read, ". . . **to remove the entire green at twice the amount . . .** "

Commissioner Mohan made a motion, seconded by Comm Rep Triphahn to approve the minutes as amended of the September 1, 2015 meeting as presented. The motion carried by voice vote.

**4. Comments From the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. 2015 NRPA Conference Session summaries/M15-127:

Executive Director Bostrom reviewed the item in general. Director Buczkowski reviewed the eCPAT noting that it was an audit tool that would be very relevant for the district offering an APP that could be used by the public to evaluate the parks and offer feedback. He noted that it also asked about the ease in getting to each park that would provide information and that it would be free. He explained that the gathered information could be used to compare agencies and evaluate how the public rated each park/agency.

Director Buczkowski also reviewed the GIS seminar noting that this gave value to open water and that the input would also allow the district's to compare themselves. He noted that it could be applied to natural plantings and would allow the district to quantify what they were doing.

Chairman Kilbridge asked who pioneered the eCPAT and Director Buczkowski said he would check. He noted that it would be available to all and probably a part of the Proragis package.

Director Giacalone reviewed the seminar on Monarch Butterflies noting that their populations were declining due to loss of habitat and use of herbicides. He explained that the district planted about 2 pounds of milkweed each year to benefit the Monarchs and that they would begin a program to offer free seed to the public for planting. Chairman Kilbridge suggested giving it away at the 4<sup>th</sup> of July Parade. Commissioner R. Evans questioned how well it would go over to ask residents to plant weeds in their yards.

Executive Director Bostrom reviewed the Infrastructure seminar noting that the district has been working on an asset management plan that would be presented in November. He explained that the national parks system was more underfunded than the roads and bridges. He also talked about the need to phase out amenities that were no longer valuable to the district or had outlived their life cycle.

President Bickham asked why there was not funding to cover these costs and Executive Director Bostrom noted that it was all about the building of new and not so much about the plan to maintain assets.

Commissioner McGinn asked if the district had a way to gauge park usage and Executive Director Bostrom noted that the eCPAT or GIS might offer an opportunity to monitor.

Director Buczkowski explained that the recent discussions on the Skate Park was a good example of a situation where it was questionable as to whether or not there was enough interest in a skate park to warrant the expenditure.

Chairman Kilbridge asked about the QR Codes referred to in the P&D Report and what was meant by less than expected results. Director Buczkowski explained that they did not get the number of hits they thought they would.

Mr. K. Evans asked how many went to the conference and it was noted that no Commissioners and 7 staff attended.

No vote as information only.

B. Legionnaire's Disease M15-128:

Executive Director Bostrom reviewed the item noting that the district had a plan to monitor their cooling tower and were in compliance with the local health department codes. Commissioner McGinn asked how often Enerstar checked and filled the towers and it was noted that they did it monthly.

No vote as information only.

C. Parks Board Report/3Q Goals/M15-126:

Comm Rep Triphahn asked about the number of Ash trees and Director Giacalone explained that they were all down and just the stumps remained to be removed.

Mr. K. Evans asked if the wood was harvested and Director Giacalone explained that the district did not harvest the wood but did offer it to the community.

Commissioner Kaplan asked if there was anything else that the parks department could do now to prepare FAC for next summer and Director Giacalone noted that staff had accomplished all that they could.

Commissioner McGinn asked about the Objective on the district storage heat detector installations and that the Village fire marshal did not want the system altered as recommended by PDRMA. Director Giacalone noted that PDRMA's recommendation was just that and the district had elected not to make any system changes.

President Bickham noted that he had been to the Wildflower Event and it was a great education.

Commissioner Mohan made a motion, seconded by Comm Rep Bettencourt to send the Parks Report to the board as presented. The motion carried by voice vote.

D. P&D Report 3Q Goals/M15-125:

Commissioner Mohan made a motion, seconded by Comm Rep Triphahn to send the P&D Report to the board as presented. The motion carried by voice vote.

**7. Committee Member Comments:**

Commissioner Mohan asked about a program for the geese and Executive Director Bostrom explained that it would be evaluated as part of the budget process.

Comm Rep Triphahn asked about spraying for the geese and Director Giacalone noted that it was a grape flavor but took a substantial amount of time to spray and washed away with each rain.

**8. Adjournment:**

Commissioner Mohan made a motion, seconded by Comm Rep Bettencourt to adjourn the meeting at 7:55 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peg Kusmierski  
Recording Secretary

**MEMORANDUM NO. M15-149**

**TO: Building and Grounds Committee**  
**FROM: Dean R. Bostrom, Executive Director**  
**Gary Buczkowski, Director of Planning and Development**  
**RE: Victoria Park wetlands**  
**DATE: October 29, 2015**

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**Background**

The wetland /natural area at 67 acres located at the south end of Victoria Park is the district's largest wetland holding 7.57% of all the district's wetlands and considered the head water beginning point for the Poplar Creek Watershed. This area provides great environmental benefit to the region. In addition, the area was modified to accommodate storm runoff from the adjacent residential communities that surround it. Over time, the wetland vegetation has evolved into a monoculture of cattails, phragmites and cotton wood trees. Inherent to each of these plant types is their prolific seed production which helps the spread of these plant populations. Unfortunately for humans, these seeds impact the quality of life in residential area surrounding the wetland area.

Understanding the need for bio diversity, the district has used fire on an annual basis in an attempt to reduce the dominance of these monocultures. Because of the moisture conditions, this management practice has produced very little impact on the reduction of these less desirable plant populations. This situation is not unique to Victoria Park but rather is the norm in many mid-western wetland areas.

**Implications**

It has been suggested by concerned residents affected by these seeds that the park district come up with a plan and a funding source and commission work to restore the Victoria Park wetland area into a quality bio- diverse ecosystem. Such a plan would need to be prepared by a knowledgeable environmentalist. Given the magnitude of the area, the cost to prepare a plan could run \$15,000 - \$20,000 depending on how much existing topographic and soils information is available. With a plan in hand, the next challenge would be to find a funding source for the project and given the financial times within government, that would be no easy task. If a source were to be found, chances are that it would be structured as a 50/50 grant funded program. Meaning the local sponsoring agency would need to come up with half of the funding monies. Assuming establishment of an emergent wetland type, the estimated project cost could be between \$113,900 and \$3,262,900 based on the costs finding in the report "Technical summary of wetland restoration costs in the continental United States" (Dennis M. King and Curtis C. Bohlen). In addition to the planning and construction cost, the district would need to commit to maintaining the area in a restored condition. The present contracted going rate for maintaining such areas is \$300-\$400 per acre which equates to \$20,000-\$25,000 per year to maintain this 65 area site. Without a long

term commitment, the area would most likely evolve back to a monoculture of cattails and / or phragmites as it is now exists.

Given the amount of environmental and engineering work that would be required to enable Victoria wetland to be ACOE grant eligible, and that the average ACOE grant project equals roughly \$1.7 million, and knowing the expansive size of the Victoria wetland, it can be assumed that the park district would be required to match between \$800,000 - \$900,000 of local funds for this project. Such an amount is about 80% of the annual district dollars spent on new capital and / or replacement projects. Ultimately such a commitment to a project of this size would mean the district would have to forgo other high priority necessary replacement projects of items.

### **Recommendations**

Staff recommends that the Buildings and Grounds Committee recommend to the Full Board to not move forward with any portion of this project unless 100% outside funding can be secured for all facets of the project which would include but not be limited to plan development, construction and ongoing maintenance.

**MEMORANDUM NO. M15-144**

**TO: B&G Committee**  
**FROM: Dean Bostrom, Executive Director**  
**Gary Buczkowski, Director of Planning and Development**  
**RE: Playground Renovation 2016; Sheffield, Canterbury Park Place**  
**and Victoria North**  
**DATE: October 28, 2015**

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**Background:**

Proposed capital funding for the replacement of Victoria North, Canterbury Park Place and Sheffield playgrounds have been included in the district's 2016 capital budget plan. Sheffield was built in 2000, Canterbury Park Place in 2001 and Victoria was last renovated in 2001. Based upon 15-18 year life cycle and existing conditions, all three of these playgrounds are in need of updating.

In an effort to get public input into the process, residents within 300 feet of each proposed renovation were sent notices inviting them to a public information gathering meeting. The Sheffield meeting was held on October 14<sup>th</sup> at the Sheffield Towne clubhouse. The meetings for Victoria and Canterbury Park Place were held at the Triphahn Center on October 15<sup>th</sup>. Six interested individuals were present for the Sheffield meeting and eight were in attendance for the Victoria North presentation. No individuals were in attendance for the Canterbury Park Place meeting. However staff received two phone calls from neighbors interested in the purpose of the meeting. In both cases the resident wanted to make sure that the playground was still going to be part of the park plan. Staff reassured them that the existing playground equipment would be replaced with new equipment and that it would remain for their neighborhoods use.

The comments made regarding the Sheffield Park playground included:

- General dislike of the wood mulch material as fall surface.
- Ongoing trash issues especially in the mulch.
- Old and worn equipment.
- Decks that were loose or coming apart.
- Need for some exercise equipment for adults while watching children.
- Wider walkway especially with bikes all around.
- Need for bike rack
- Need for more benches
- Kids climb on the existing roofs (Dangerous?)
- A concern about the need to raise taxes was discussed.

Staff then presented three similar playground design concepts (From three different vendors) and explained that each of the designs was designed around climbing and physical movement activities. The design concepts were favorably received by those in attendance.



Victoria North audience comments:

- The existing rubber surface materials are an eye sore.
- The existing rubber fall surface holds water in the form of puddles which is a nuisance for care givers. The children like playing in it, but it also contains dirty water and the kids get all wet.
- The high openings present a danger to small children (Falling).
- The playground and park flood often.
- Overall park maintenance lacks at times.

Staff explained that the playground equipment at Victoria Park has held up rather well compared to other park locations. Staff did agree with the resident's assessment of the existing rubber surface and its short comings. Staff explained that Victoria fall surface was the most easily accessible playground in the system because it did not rely on the loose fill woodchip material that requires extensive ongoing maintenance to comply with ADA access requirements. It was also pointed out that the flooding issues cause problems with the wood mulch and the floating away of fall surface material.

The concept to reuse a significant part of the playground and fall surface was presented to those in attendance. Staff explained that the existing posts would be reused and electrostatically painted. Two different concepts for the playground equipment were presented. Both concepts were received favorably by those in attendance with the only comment being the need to include the climbing wall as part of the project if option II was to be accepted.

In addition to resident input, staff met with Lincoln Elementary School's Principal to determine the school's utilization needs. The overall designs were well received but a suggestion to eliminate the spinner was put forward and staff has agreed to address this concern in the specification of equipment. In addition, the request was made to provide a means to promote more physical activity in the open space area. To address this issue, staff is considering putting some posts to delineate running courses or avenues.

### **Implications:**

Based upon the comments received, staff is proposing the following items and/or improvements be made at the three locations slated for renovation in 2016.

#### Sheffield Park

- Removal and replace the existing playground equipment including swings and rockers.
- Add adult exercise equipment as an alternate add item to the equipment bid package (consider purchasing this equipment if the price is right and funds are available)
- Install additional concrete on the west side of the walk to facilitate space for additional benches and adult exercise equipment (if purchased).
- Purchase an additional bench and bike rack if funds are available.
- Replace existing loose fill wood fiber mulch fall surface with new mulch material.

Canterbury Park Place Park:

- Staff is proposing to keep the existing swings but electrostatically paint them to match the new playground.
- Install a new concrete ramp along the existing dry block wall south of the playground area. This will allow for a 1.5 foot vertical grade change from the existing walkway surface.
- Purchase and install new playground equipment designed for children 2-5 years old and 5-12 years old including a ramp that will allow access from 1.5 ft A.F.S. to 3.0ft A.F.S.
- Install approximately 400 square feet of rubber fall surface material around the 2-5 year old composite structure.
- Replace existing loose fill wood fiber mulch fall surface with new mulch material.

Victoria North Playground:

- Remove all decks and playground components from existing composite playground structure.
- Electrostatically paint all existing playground and swing posts.
- Replace all existing decks with new decks.
- Replace existing play components with the majority being of a new type centered on climbing and physical activity.
- Remove and replace the concrete at the edge of the existing rubber fall surface. The new concrete shall be poured at an elevation that will equal the elevation of the proposed new surface.
- Drill holes into the existing rubber surface to allow any water to flow through the surface.
- Level the seams and secure those joints.
- Level the existing rubber surface using crumb rubber material.
- Install synthetic turf material over the existing rubber surface material.
- Secure synthetic turf by fastening the material to the existing concrete curb and border. Infill turf with blasting sand.

Attached are 3D images along with plans for each of the three projects. The following is the estimated cost for each of the three projects in overall general terms.

	Equipment Supply	Install Equipment	Fall surface turf Installation	Rubber Installation
Sheffield	44,000	61,000		
Canterbury Park Place	50,,000	78,000		21,900
Victoria North	53,000	62,000	75,000	

**Recommendation:**

Staff recommends that the B&G committee recommend to the board the approval of the conceptual plans as proposed in the implications and instruct staff to solicit bids for supply of equipment, installation of equipment and report back to the committee with the results of those bids for further recommendations.

# SHEFFIELD PARK SITE PLAN

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
7	7/4	0	21/2	14/2

R5

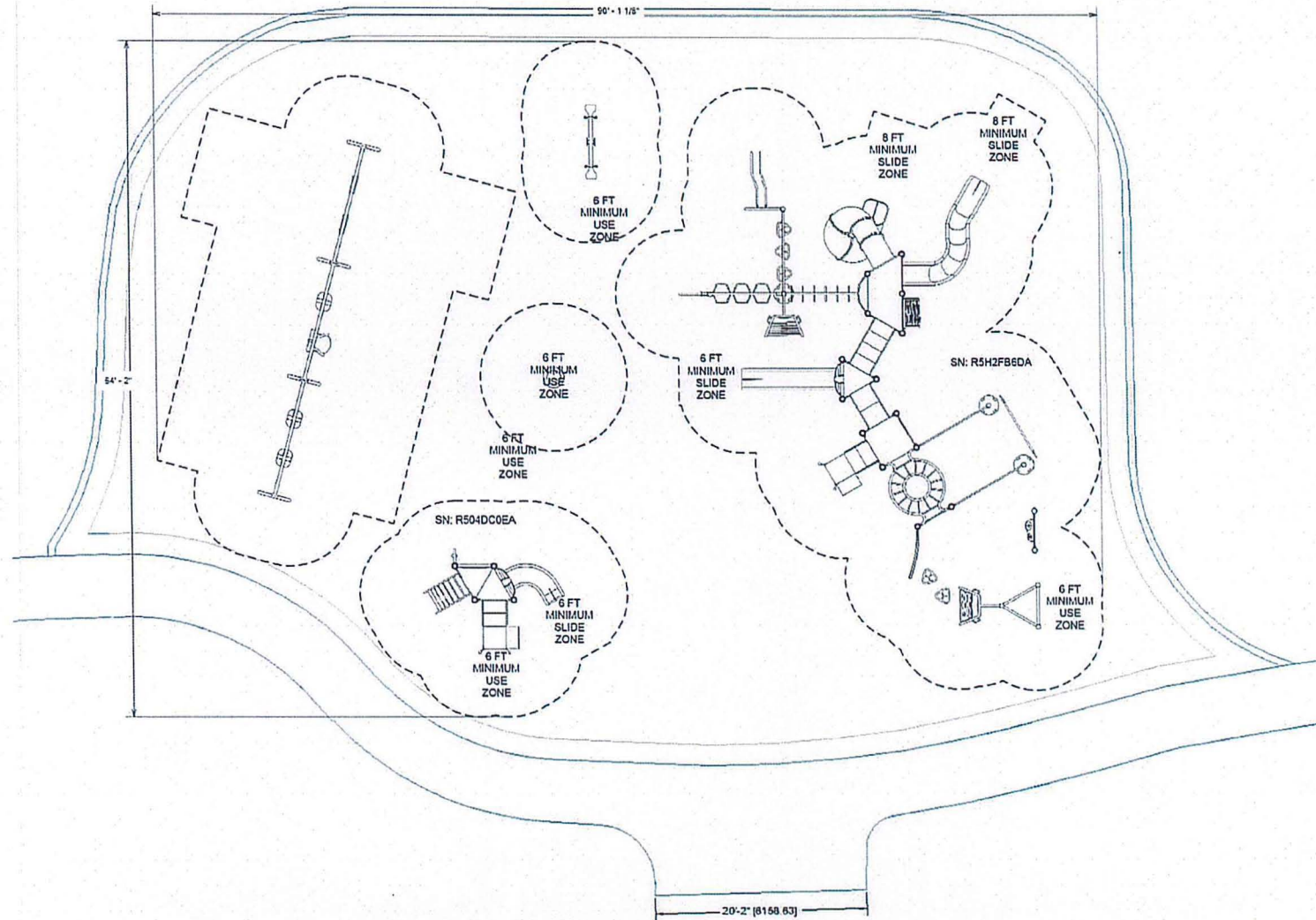
FOR KIDS  
AGES  
[Mixed]

### GENERAL NOTES:

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Krauss Craft, Inc. will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

The Minimum Use Zone for a play structure is based on the product design at the time of proposal. Components and structure designs may be subject to change which may affect dimensions. Therefore, before preparing the site, we strongly recommend obtaining final drawings from the factory (available after the order is placed and included in the Assembly Manual).

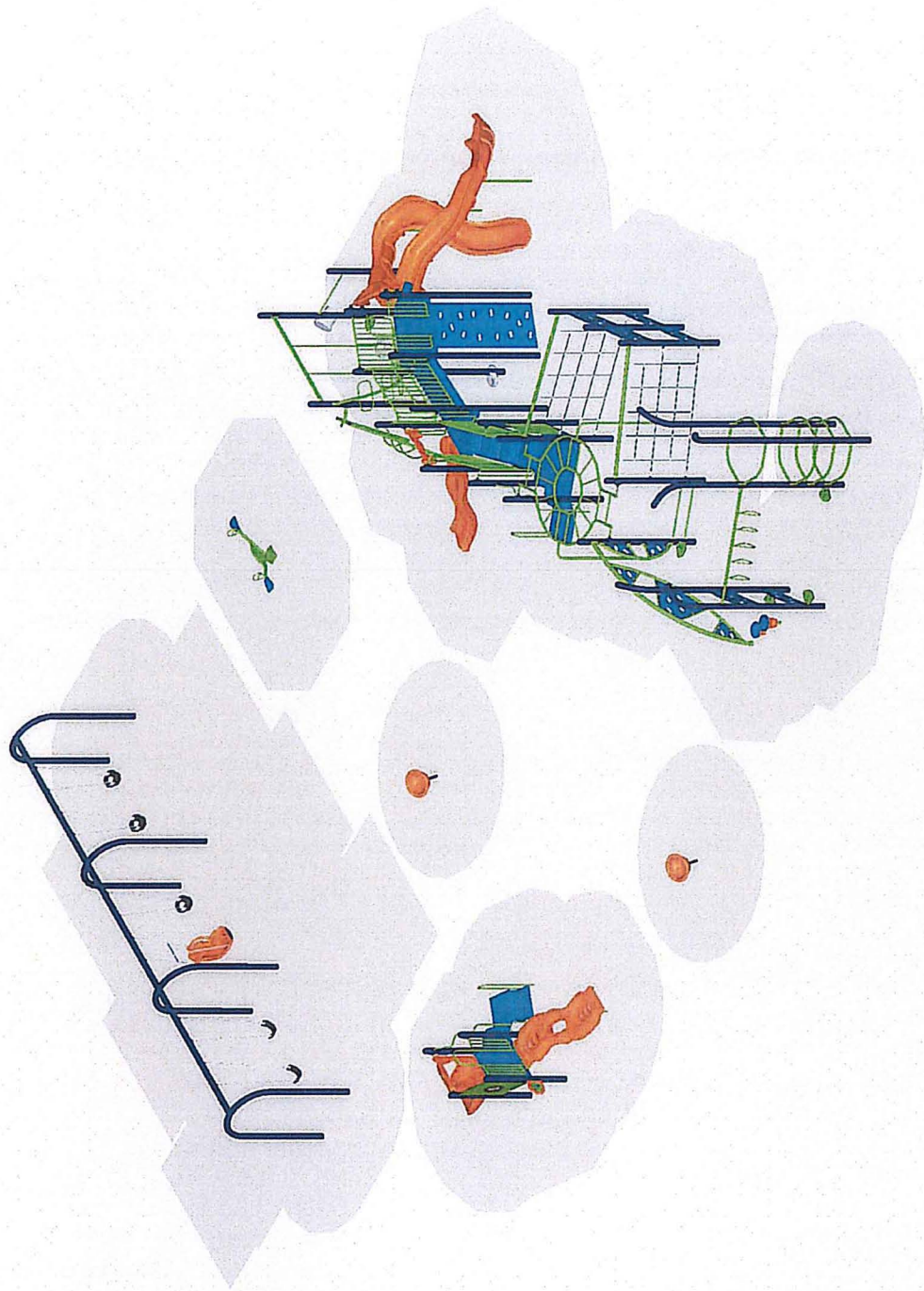
**WARNING:** Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



PROJECT#: ZCY157CE49A-2  
DATE: 9/2/2015 | DRAWN BY: AMS

MIN. USE ZONE: 91' x 65'

PLAYCRAFT REP:  
**Zenon Company**



August 27, 2015

SERIES: Basics, Intensity, Nucleus  
ISOMETRIC PLAN  
DRAWN BY: Kari Champeau

Sheffield Park  
1000 Walnut  
Hoffman Estates, IL 60169

Play Illinois, LLC  
129-88590-1

BCI Burke Company, LLC PO Box 549 Fond du Lac, Wisconsin 54936-0549 Telephone 920-921-9220

**SHEFFIELD PARK**  
**SW VIEW**

**RH5**

FOR KIDS  
AGES  
5-12



STRUCTURE#: R5H2FB6DA  
PROJECT#: ZCY157CE49A-  
DATE: 9/2/2015 | DRAWN BY: AMS

PLAYCRAFT REP:  
**Zenon Company**

**SHEFFIELD PARK**  
**SE VIEW**

**RH5**  
FOR KIDS  
AGES  
5-12



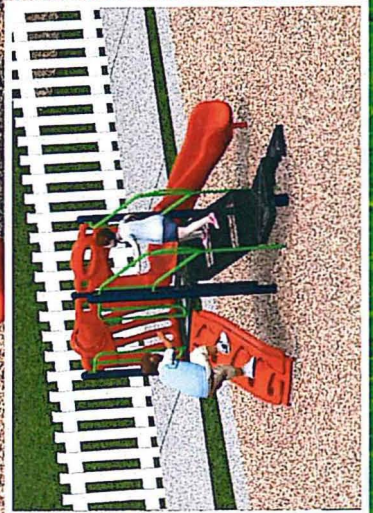
STRUCTURE#: R5H2FB6DA  
PROJECT#: ZCY157CE49A-  
DATE: 9/2/2015 | DRAWN BY: AMS

PLAYCRAFT REP:  
**Zenon Company**



HINGHAM RECREATION

# Canterbury Park Hoffman Estates, IL



Site shown in rendering is an interpretation  
and may not reflect exact site conditions. 800.4

# CANTERBURY PARK SITE PLAN

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
12	12/6	3	7/0	3/3

R5

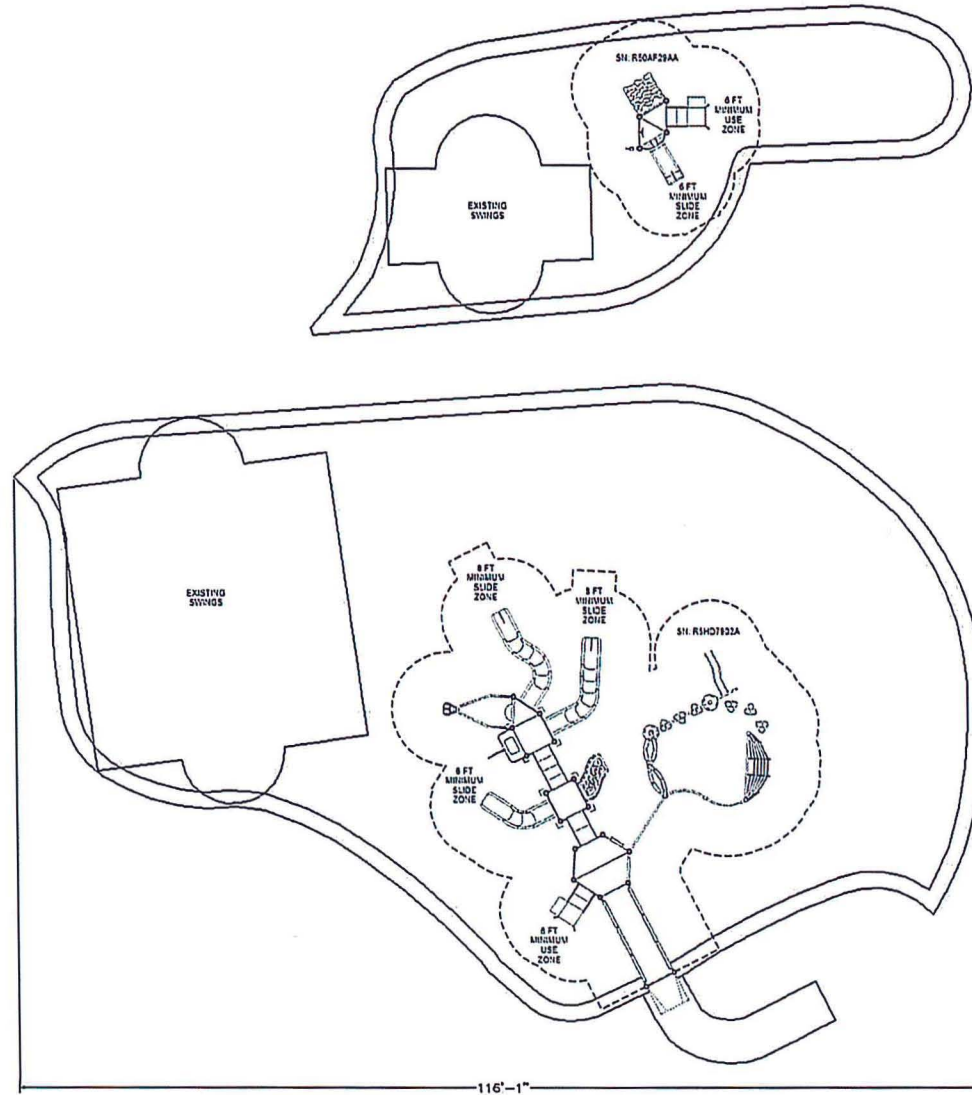
FOR KIDS  
AGES  
[Mixed]

### GENERAL NOTES:

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Krauss Craft, Inc. will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

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**WARNING:** Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



PROJECT#: ZCY156A100A

DATE: 8/13/2015 | DRAWN BY: MDM

MIN. USE ZONE: 52' x 118'

PLAYCRAFT REP:

**Zenon Company**





**CANTERBURY PARK**  
**NE VIEW**

**RH5**

FOR KIDS  
AGES  
5-12



STRUCTURE#: R5HD7902A  
PROJECT#: ZCY156A100A  
DATE: 8/13/2015 | DRAWN BY: MDM



**CANTERBURY PARK**  
**SW VIEW**

**RH5**

FOR KIDS  
AGES  
5-12



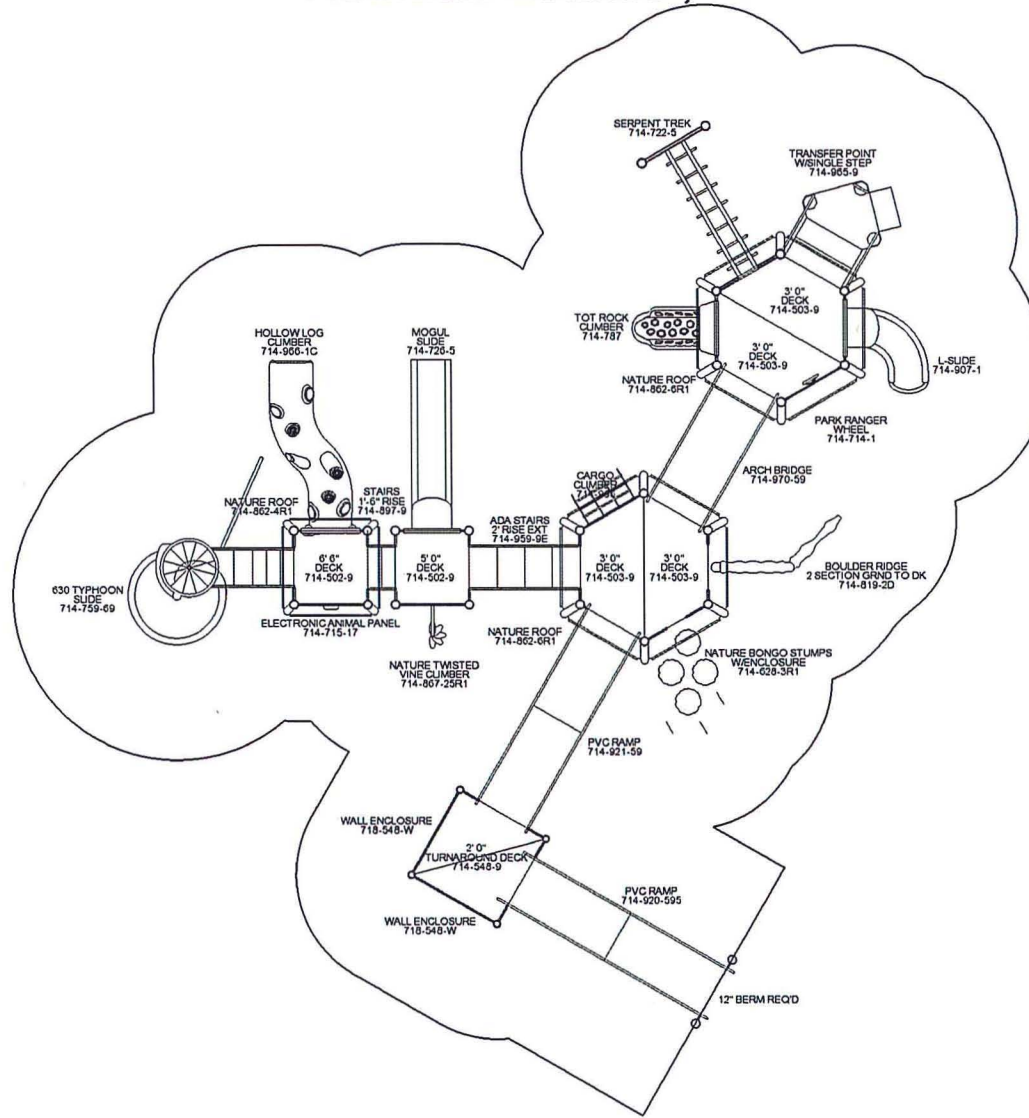
STRUCTURE#: R5HD7902A  
PROJECT#: ZCY156A100A  
DATE: 8/13/2015 | DRAWN BY: MDM



# Victoria Park Option 1 Hoffman Estates, IL

ELEVATED PLAY ACTIVITIES - TOTAL	11	
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER	2	REQ'D 0
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP	6	REQ'D 0
GROUND LEVEL ACTIVITY TYPE	1	REQ'D 0
GROUND LEVEL QUANTITY	1	REQ'D 0

FOR KIDS  
AGES  
5-12  
YEARS



Team REIL, Inc. 17421 Marengo Road Union, IL, 60180		PHONE NO: 815-923-4321 FAX NO: 815-923-2204
GROUND SPACE: 44' X 50'		
PROTECTIVE AREA: 56' X 61'		
DRAWN BY: Miracle Maker	SCALE: 1"=10'	DATE: July 06, 2015

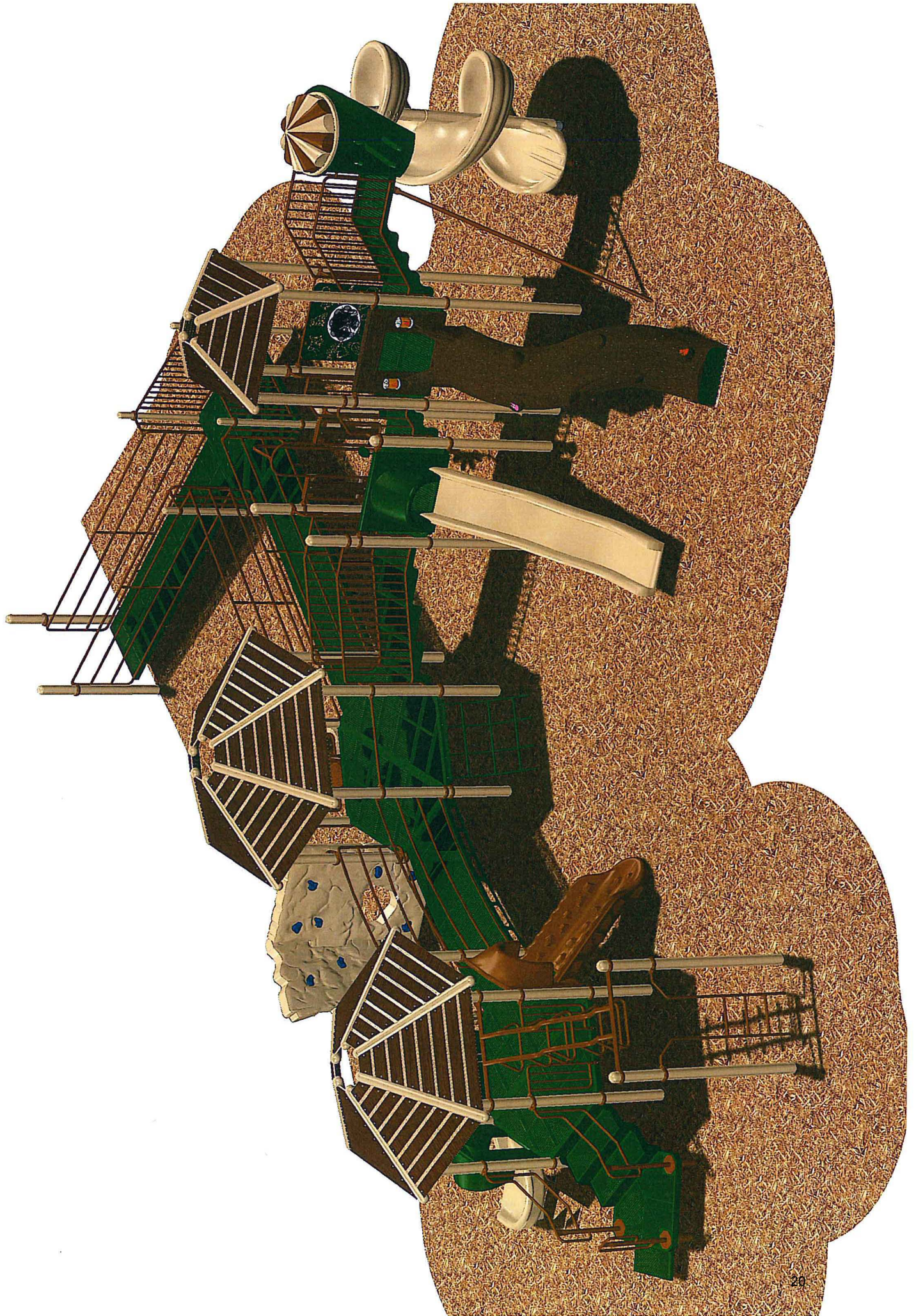
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<input checked="" type="checkbox"/>	COMPLIES TO ASTM/CPSC
<input checked="" type="checkbox"/>	COMPLIES TO ADA

TYPE:	
QUANTITY:	

To promote safe and proper equipment use by children, Miracle recommends the installation of either a Miracle safety sign or other appropriate safety signage near each playsystem's main entry point(s) to inform parents and supervisors of the age appropriateness of the playsystem and general rules for safe play.

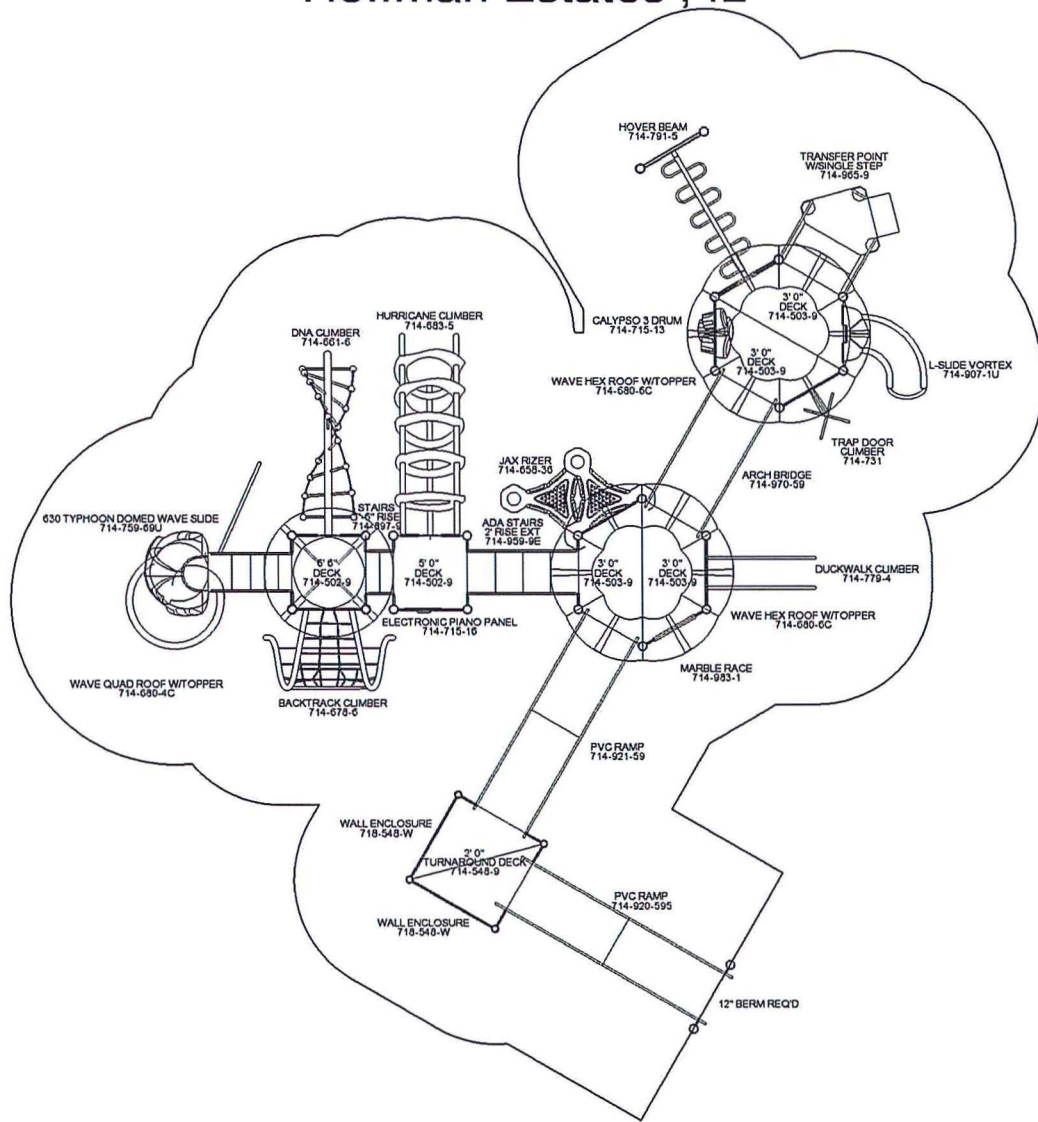
THE PLAY COMPONENTS IDENTIFIED IN THIS PLAN ARE IPEMA CERTIFIED. THE USE AND LAYOUT OF THESE COMPONENTS CONFORM TO THE REQUIREMENTS OF ASTM F1487.

AN ENERGY ABSORBING PROTECTIVE SURFACE IS REQUIRED UNDER & AROUND ALL PLAY SYSTEMS



# Victoria Park Option 2 Hoffman Estates, IL

ELEVATED PLAY ACTIVITIES - TOTAL	8	
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER	1	REQ'D 0
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP	6	REQ'D 0
GROUND LEVEL ACTIVITY TYPE	2	REQ'D 0
GROUND LEVEL QUANTITY	2	REQ'D 0



Team REIL, Inc.

17421 Marengo Road  
Union, IL, 60180

PHONE NO: 815-923-4321  
FAX NO: 815-923-2204

41\_42187421516

COMPLIES TO ASTM/CPSC

TYPE:

To promote safe and proper equipment use by children, Miracle recommends the installation of either a Miracle safety sign or other appropriate safety signage near each play system's main entry point(s) to inform parents and supervisors of the age appropriateness of the play system and general rules for safe play.

THE PLAY COMPONENTS IDENTIFIED IN THIS PLAN ARE IPEMA CERTIFIED. THE USE AND LAYOUT OF THESE COMPONENTS CONFORM TO THE REQUIREMENTS OF ASTM F1487.

GROUND SPACE: 44' X 50'

PROTECTIVE AREA: 56' X 61'

DRAWN BY: Miracle Maker

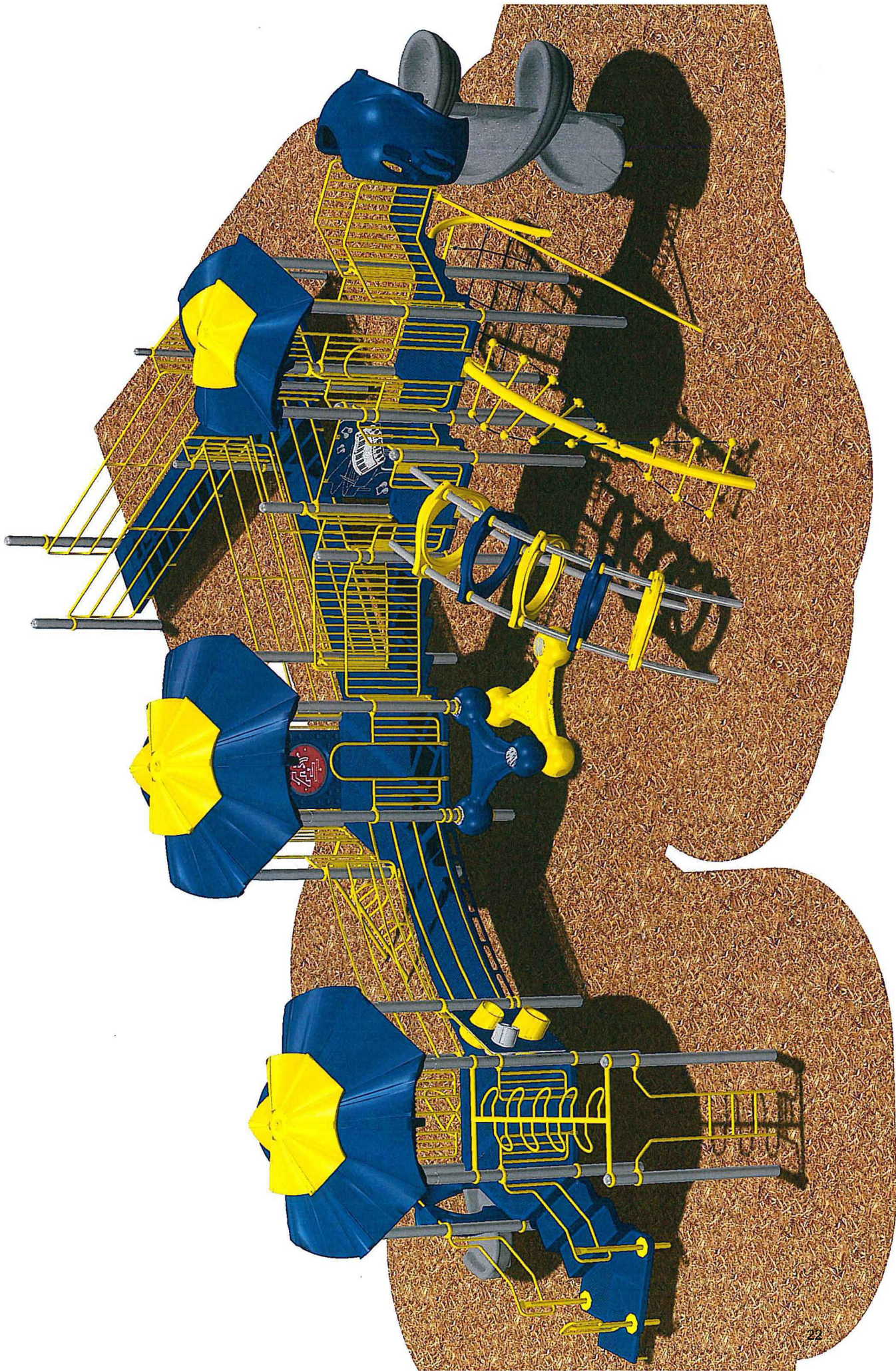
SCALE: 1"=10'

DATE: July 06, 2015

COMPLIES TO ADA

QUANTITY:

AN ENERGY ABSORBING PROTECTIVE SURFACE IS REQUIRED UNDER & AROUND ALL PLAY SYSTEMS



**MEMORANDUM NO. M15-145**

**TO:** Building & Grounds Committee  
**FROM:** Dean Bostrom, Executive Director  
Craig Talsma, Deputy Director/Director Admin & Finance  
Mike Kies, Director of Recreation & Facilities  
Jeff Doschadis, GM of Ice Operations  
**RE:** Replacement of Cooling Tower and new supplemental  
refrigeration condenser at Ice Arena  
**DATE:** October 21, 2015

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**Background:**

As part of the process of inventorying all district capital assets, the TC Ice Operations and mechanical systems was evaluated. The biggest challenge identified to consistently maintain quality ice was the currently inefficient refrigeration system that serves both ice rinks.

Several ice operating system company proposals were evaluated and staff determined that Trane Corporation was the most qualified. In review of their references Trane was highly recommended for their design and building of ice refrigeration and mechanical systems. Additionally, Trane was awarded the National Cooperative Purchasing Network Contract for their proposed refrigeration system based on being the best value-lowest cost provider. This procurement method, through the Cooperative Purchasing Network, satisfies the bidding requirements for public, non-federal organizations. Therefore the proposal presented by Trane satisfies the district's bidding requirements to obtain the most qualified vendor at the lowest price. The park district has also successfully worked with Trane to retrofit the Triphahn Center HVAC system.

**Implications:**

The project scope proposed is twofold:

1. The replacement of the cooling tower on the top of the ice arena will address a number of issues the current tower has;
  - a. It lacks the total capacity to be effective during the hot, humid summer months.
  - b. Its design lacks access to clean the cooling heads inside the unit.
  - c. It is leaking large amounts of water which, in the current states, is not fixable.
  - d. The air exchange intake on the system is greatly affected due to the wall height on the roof and restricts proper air flow.
2. The addition of a condenser (Shell/Tube) in the compressor room addresses the following issues:
  - a. The current condenser was not designed to be taken off-line and cleaned while still maintaining the ice. No by-pass system was put into place.

Adding this will allow both units to run at the same time, but then also allow for one to be taken off-line and cleaned while still maintaining the ice surface. The current condenser will be modified to allow for cleaning and access.

- b. By increasing the condenser size/capacity, the head pressure on the three compressors can be reduced from 220PSI down to 195PSI which will save on the life expectancy of the compressors and should lower the energy cost of operating the system. While operating in the summer months, we have experienced a number of times when the system shut down due to the compressors going off high head pressure as the condenser is unable to cool the water to an acceptable level and essentially overheats the system. This has been an issue since the facility opened but it has been more of an issue in the past three years.

**Financial Implications:**

Work for the project would begin on Monday, June 13, 2016. This start date was chosen because the spring hockey program for the Wolf Pack will conclude on Sunday, June 5 including all the Wolf Pack team's playoffs. The Triphahn Center works to hold as many playoff games at the facility as possible. Additionally, the Chicago Wolves could also be finishing up their season into the middle of June if they were to reach the Calder Cup finals and could need ice available for their practices. The problem the June 13<sup>th</sup> project start date creates is that it will have an impact on the start dates of both the summer hockey and skating programs that would ordinarily begin in June.

At the time the project starts and the system shuts off, the ice will be unavailable for use. The first week of the project, Trane will install the new system components while staff cleans both ice surfaces by getting rid of all the water and prepping for new water. Staff will also be focused on the Zamboni doors and work to change the alignment in the corners. After one week, the system will be turned back on at which point it will take 3 days to bring the floor temperature back to down to 19 degrees to start to rebuild both ice surfaces. The process of rebuilding the ice in layers and then repainting and then layering the ice on top of the paint takes 2.5 weeks to complete both ice sheets. The ice was last taken out in 2010. Staff anticipates that from the start date of June 13<sup>th</sup> we will be operational again the week of July 4<sup>th</sup>, however, with it being the holiday week, staff is planning on starting classes and camps on Monday, July 11. Traditionally speaking, classes and camps do not fill the holiday week. With this time table in mind, staff put together the possible projected impact the project will have on Net Revenue in the 4 major program areas:

1. Hockey lessons losses for 4 weeks	\$ 6,000
2. Hockey camps losses for 4 weeks	\$14,000
3. Skating lessons / camps losses 4 wks	\$19,000
Total Projected Revenue loss	\$39,000



Ice Rentals, Drop-ins, Freestyle Skate and Public Skate will feel little impact at that time of the year as there is not much interest in any of those areas during the summer months.

The project costs are as follows:

\$334,860 – Trane contract for turn-key project including staff training on new system and one year parts & labor warranty.

In addition, a 1.5% performance bond of \$5,023 is required, bringing the total project cost to \$339,883.

\$10,000 - Re-establishing both sheets of ice, including painting.

**Recommendations:**

The B&G Committee recommends approval of the replacement of cooling tower and new supplemental refrigeration condenser by Trane Corporation, including a 1.5% performance bond in an amount not to exceed \$340,000, plus an additional \$10,000 allowance for re-establishing both sheets of ice, including painting.

**MEMORANDUM NO. M15-151**

**TO: Buildings and Grounds Committee**  
**FROM: Dean R. Bostrom, Executive Director**  
**Craig Talsma, Deputy Director/Director A&F**  
**Mike Kies, Director of Recreation**  
**John Giacalone, Director Park Services/Dev & Risk Mgmt**  
**Gary Buczkowski, Director Planning & Development**  
**Brian Bechtold, Director Golf Operations**  
**RE: Balanced Scorecard**  
**DATE: October 30, 2015**

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**Background**

As part of the strategic plan component of the 2015 CMP, performance measures were created for each of the district objectives which tie back to the district's goals and ultimately the mission statement of the district. A baseline for each performance measure was created for 2014. Staff is tracking each of the performance measures and will present to each of the committees a quarterly status report. In order to provide updated data through the end of each quarter, the quarterly update reports will be presented to the committees in the second month following the end of each quarter, i.e., 1<sup>st</sup> quarter will be presented in May; 2<sup>nd</sup> quarter in August; 3<sup>rd</sup> quarter in November; 4<sup>th</sup> quarter/year end in February. These are YTD numbers thru the end of each quarter.

**Recommendation**

Staff recommends the Board approve the Balanced Scorecard for 3<sup>rd</sup> quarter 2015.

**BALANCED SCORECARD 2015**

<b>District Goals</b>	<b>District Objectives</b>	<b>Measures</b>	<b>2014</b>	<b>YTD thru March 31, 2015</b>	<b>YTD thru June 30, 2015</b>	<b>YTD thru September 30, 2015</b>	<b>YTD thru December 31, 2015</b>
<i>Provide healthy and enjoyable experiences for all people</i>	Offer healthy and enjoyable experiences that promote equal access	Number of programs/sessions/participants	2,880 sessions 24,397 participants	734 sessions offered 464 sessions ran 3,878 participants (annual program #s will be reported in Q4)	1,286 sessions offered 828 sessions ran 6,925 participants	2,375 sessions offered 1,601 sessions ran 16,019 participants	
		Number of facility memberships/visits	7,470 memberships 288,268 visits	6,839 memberships 83,352 visits	7,287 memberships 157,630 visits	7,360 memberships 232,005 visits	
		Number of demographically targeted programs	2	Offered: 1 Ran: 1	Offered: 3 Ran: 1	Offered: 7 Ran: 3	
		Daily paid facility useage	\$381,487	\$42,187	\$96,058	\$216,493	
		Number rounds (inc BPC events) / baskets	29,122 rounds 18,436 baskets	593 rounds 419 baskets	11,316 rounds 7,731 baskets	26,389 rounds 17,204 baskets	
	Achieve customer satisfaction and loyalty	Community and participation <b>survey data</b> related to overall satisfaction and retention by percentage	92.7% overall satisfaction	See CMP	See CMP	See CMP	
	Connect and engage our community	Number of special events (not inc free) & participation	29 events	2 events 349 participants	10 events 804 participants	14 events 900 participants	
		Number of free events	53	1	9	24	
		Number of Partnerships/ Coop agreements	36	36	36	36	
		Increase in Digital Marketing/Social Media Engagement	Mobile Ap Users 1,137 Heparks.org Hits 204,559 Online Brochure Hits 5,314 WebTrac Hits 25,483 Social Media/FB Likes 1,405	Mobile App Users 1,395 Heparks.org Hits 50,910 Online Brochure Hits 2,752 WebTrac Hits 6,424 Social Media/FB Likes 1,774	Mobile App Users 1,489 Heparks.org Hits 105,922 Online Brochure Hits 6,157 WebTrac Hits 13,474 Social Media/FB Likes 1,878	Mobile App Users 1,354 Heparks.org Hits 163,072 Online Brochure Hits 9,875 WebTrac Hits 19,553 Social Media/FB Likes 1,975	
		Number of Foundation events/participants	4 events/315 participants 4 board mtgs	1 event/76 participants 1 board mtg	2 events/252 participants 3 board mtgs	3 events/316 participants 4 board mtgs	

District Goals	District Objectives	Measures	2014	YTD thru March 31, 2015	YTD thru June 30, 2015	YTD thru September 30, 2015	YTD thru December 31, 2015
<i>Deliver Financial Stewardship</i>	Achieve annual and long range	Percental of annual revenues to expenses	100.84%	131.13%	99.72%	109.98%	
	Generate alternative	Total revenue: Grants	\$120,152	\$5,620	\$14,860	\$31,620	
		Total revenue: Sponsorships	\$50,866	\$12,450	\$40,882	\$69,355	
		Total revenue: Rentals	\$1,199,851	\$327,901	\$558,140	\$846,839	
		Total revenue: Misc.	\$63,256	\$20,894	\$43,756	\$52,457	
	Utilize our resources effectively and effiently	Percentage of assets to liabilities	164.97%	Annually	Annually	Annually	
<i>Achieve Operational Excellence and Environmental Awareness</i>	Create and sustain quality parks, facilities, programs and services	Community <b>survey data</b> related to overall condition of parks and overall quality of programs and services	93.7% overall satisfaction	Next survey 2019	Next survey 2019	Next survey 2019	
	Utilize best practices	Accreditation scores: CAPRA	N/A next review 2018	Next review 2018	Next review 2018	Next review 2018	
		Accreditation score: Illinois Distinguished	N/A next review 2016	Next review 2016	Next review 2016	Next review 2016	
		PDRMA score	NA next review 2017	Next review 2017	Next review 2017	Next review 2017	
		NAEYC score	NA next review 2018	Next review 2018	Next review 2018	Next review 2018	
		Transparency score	93.40%	Unchanged	Unchanged	Unchanged	
	Advance environmental and safety awareness	PDRMA score	Next review 2017	Next review 2017	Next review 2017	Next review 2017	
		No. of accident reports	197 reports filled out	21 reports filled out with none generating an insurance claim	122 reports filled out 3 generating insurance claims	156 reports filled out 3 generating insurance claims	
		Environmental Scorecard	Parks 100%	Parks score is 100%	Parks score is 100%	Parks score is 100%	
		Natural Area/ Wetland Parks Burned	93 total parks 70 in-house 23 contract	(24) In House (4) Contracted	(24) In House (4) Contracted	(24) In House (4) Contracted	

<u>District Goals</u>	<u>District Objectives</u>	<u>Measures</u>	<u>2014</u>	<u>YTD thru March 31, 2015</u>	<u>YTD thru June 30, 2015</u>	<u>YTD thru September 30, 2015</u>	<u>YTD thru December 31, 2015</u>
<i>Promote Quality Leadership and Services</i>	Develop leadership that ensures workforce readiness	Number of <b>internal</b> training sessions	Staff Meetings: 5 Hoffman U: 9 CHEER: 4 Medic: 5	(1) FT Staff mtg (2) AED Medic courses (2) Hoffman U	(2) FT Staff mtg (3) AED Medic courses (9) Hoffman U (40) Parks	(3) FT Staff mtg (4) AED Medic courses (12) Hoffman U (40) Parks	
	Build organization culture based on I-2 Care Values	<b>Team building events / Discussions With Dean</b>	(14) Discussions with Dean (6) Team Builder	(3) Discussions w/Dean (1) Team Builder	(7) Discussions w/Dean (1) Team Builder	(10) Discussions w/Dean (2) Team Builder	
	Promote continuous learning and encourage innovative thinking	<b>External</b> conferences, sessions, workshops and seminars	IAPD Conference, NRPA Conference, IPRA, PDRMA, Club Industry, PGA, AMA (Amn Marketing Assoc), AIGA (Amn Institute of Graphic Artists), IDEA Conference	IAPD, PGA, PDRMA, IPRA, PGA, AMA	IAPD, PGA, PDRMA, IPRA, PGA, AMA, Steven Covey, Ken Blanchard, Schaumburg Business Assoc.,MIPE	IAPD, PGA, PDRMA, IPRA, PGA, AMA, Steven Covey, Ken Blanchard, Schaumburg Business Assoc.,MIPE, NRPA	

**MEMORANDUM NO. M15-150**

**TO: Buildings & Grounds Committee**  
**FROM: Dean R. Bostrom, Executive Director**  
**John Giacalone, Director Parks & Risk Management**  
**RE: Parks Board Report**  
**DATE: October 30, 2015**

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1. The left field area of the large baseball field at Fabbrini Park has been leveled, re-graded, re-seeded and erosion matted to minimize the drainage problem. This problem has resulted from very unstable soil conditions that exist in the area.
2. The newly back-filled and planted pathway at Fabbrini Park has grown in sufficiently to handle a weed control spraying, which was accomplished in mid-October.
3. Perimeter and safety barrier mowing is nearing completion in preparation for controlled burns of natural areas that will begin (weather permitting) in November.
4. The east soccer field at Cannon West has been prepped and re-sodded. Repair was necessitated by excessive play on that portion of the soccer area.
5. All soccer fields and Sycamore football have been re-seeded and fertilized for the season.
6. The long winter and better than average growing season made the use of insecticides for sod web worms and grubs unnecessary this season. Expenditure for insecticides was zero.
7. Preparations are being made to shut down all irrigation systems; blowing the systems out and removing RPZ's and meters.
8. Landscaping was completed around the new Port-O-Let structure at Chestnut Park.
9. Fall tree planting was completed 50 trees were planted in parks throughout the district replacing Ash trees that were removed due to EAB. The total number of trees planted for 2015 was 135.
10. Ash tree removals for 2015 were completed with 149 trees removed in active park areas. 54 Ash trees remain in active park areas which will be removed and replaced in 2016. Leaving only the Ash trees in our natural areas, these trees will be evaluated and removed as needed in 2016.
11. All in house controlled burn permits have been received; weather and conditions permitting, we will begin burns the first week in November.
12. Truck 515 replaced right front wheel bearing
13. Mobile lift replaced control pad and safety switch
14. Truck 532 replaced radiator
15. Trucks 516 and 520 had air bag recall performed
16. Van 506 front brake rotors and rear brake drums cut replaced rear brake shoes
17. Brush mower 554 replaced gaskets on transmission and two hydraulic hoses
18. Modified Z turn mower into a ball field groomer
19. Skid loader 821 new tires installed
20. Annual fuel pump inspection completed
21. Truck 524 replaced hydraulic hose
22. Started maintenance and repair on snow plows and snow blowers
23. Staff repaired parking light polls at PSSWC.
24. Staff replaced blower motor in activity pool Dectron unit.

25. Staff repaired belts on a RTU unit at TC.
26. Staff repaired outside building lights around ice area entrance at TC.
27. Staff repaired shop's air compressor.
28. Staff repaired tennis lights at Fabbrini Park.
29. At Cannon Park West Soccer Fields Lights repaired.
30. Staff constructed block wall, ADA concrete pad for Pot-a-let enclosure at Chestnut Park.
31. Staff removed Playground canopy's for the winter season.
32. Staff removed fountains from lakes at South Ridge, Vogelei and Triphahn Center.
33. Staffs straighten and repaired vents/ louvers on units at PSSWC & Triphahn Center rooftops.
34. Staff installed new Handicap signs at Sycamore Parking lot.
35. Staff painted shelter, replace Basketball hoop and repaired all split rail fencing around path.
36. Staff repaired bridge, deck and slide at Sheffield Playground.
37. Staff repaired block wall and swing bolts at Canterbury Park.

MEMORANDUM NO. M15-147

**TO:** B&G Committee  
**FROM:** Dean Bostrom, Executive Director  
Gary Buczkowski, Director of Planning and Development  
**RE:** Board Report  
**DATE:** November 3, 2015

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**1. Architectural Studies for the Triphahn Center:**

A team of staff along with Williams' Architects met to discuss the planning course of action for the active adult and dry ice studies. The number one task requested of staff was to come up with final needs analysis that will be presented to the architects in early November. In addition, planning staff has prepared an as built plan of the existing center area which is to be used by the architects for preparation of the concept recommendations.

**2. Marquee Signs:**

Overall the Marquee signs have operated for the past year with only one known interruption which occurred after a storm event and involved the WRC sign. Recently, one problem that has occurred is that the black louvers that are made of plastic have begun to come off the modules on both faces of the BPC sign. As of this writing, approximately ten louvers have been replaced. Within the last 10-14 days, additional louvers have begun to become dislodged which affect visibility of the LED lights at oblique angles. To correct this problem, Watchfire – the digital board manufacturer has agreed to replace all the louvers on both faces of this sign. Staff has checked all the other locations and has determined that the louvers are all intact at all other locations at this time. Watchfire has assured staff that if in the future similar failure occurs at these locations, Watchfire will stand by their product and replace any failed louvers. Both the operational and louver situations have been or will be repaired at no cost to the district.

**3. Walkways:**

Sidewalks adjacent to parking lots and facilities have recently been raised or adjusted to correct vertical difference caused by frost heaving or settlement. This work will help reduce trip hazards and address ADA deficiencies. Upon completion, staff was satisfied with the overall results that will reduce the amount of concrete that could be needed to be replaced in the future. Any slabs that were not able to be corrected will be replaced in 2016 as part of the capital replacement program. This process saves the district approximately 75% of the cost to make these corrections.

**4. Playground Bid Packages:**

The bid packages for this work are approx. 75% complete and final work on the documents will be done in November with a December bid release in mind. Final bids are due in January and will be presented at the February B&G Meeting.



**MEMORANDUM NO. M15-148**

**TO: All Committees / Park Board**  
**FROM: Dean Bostrom, Executive Director**  
**Craig Talsma, Deputy Director/Director A&F**  
**Mike Kies, Director Recreation & Facilities**  
**John Giacalone, Director Park Services/Dev & Risk Mgmt**  
**Gary Buczkowski, Director of Planning & Development**  
**Brian Bechtold, Director of Golf Operations**  
**SUBJECT: 2016 Budget Format**  
**DATE: October 30, 2015**

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**Introduction**

Staff is pleased to present its recommendations for the Hoffman Estates Park District 2016 Budget. The process by which the Budget is being presented will be the same as last year in that each of the district's committees will review sections of the budget that pertain to them in a meeting format that allows input from other community representatives and board members present at the meetings.

As was done last year, the budget is presented and reviewed at the Class level, which is the same level of detail that the quarterly financial statements are presented in. This document is presented by individual departments, showing department revenues then expenses. The summary sheet reflects the entire fund operations as a whole.

At the Tuesday, November 3<sup>rd</sup> Buildings and Grounds Committee meeting, the Maintenance portion of the General Fund (01-20), the Capital Fund (12), and the Special Recreation Fund (9) will be reviewed.

At the Tuesday November 10<sup>th</sup> meeting, the Recreation Committee will review the Recreation Fund (02), the PSS&WC Fund (11), and the BPC Fund (14). Immediately following the Recreation Committee meeting will be the Special A&F Committee meeting which will review the Administration portion of the General Fund (01-10) and the remaining Special Revenue Funds, as well as the overall levy and other general matters relating to the budget as a whole.

Finally, immediately following the Special A&F Committee meeting, the Board will approve the tentative Budget and Appropriation Ordinance and the estimated tax levy amount at the special board meeting.

**Budget Review Process**

The purpose of the committee meetings is to review and have discussion as needed on each fund within the budget in order to reach a consensus. The review process in essence is a process of formulating consensus on each area presented within the budget. In order to facilitate this process, staff will present in detail each fund's annual

objectives (actions) that will meet the District goals for 2016. The budget is the financial means to ensure the overall achievement of our staff's actions and the District's goals. The actions highlight specific items and areas that will be different or specialized for 2016 rather than regular on-going operations.

Discussion will be held at the time the fund is being presented in order to reach a consensus on the fund budget that is being presented. Formal votes will only be taken throughout the committee meetings when disagreements exist on a particular item brought up for discussion. When an informal consensus cannot be reached, voice vote of all committee members will be taken to determine through consensus whether items should be added, deleted or amended as part of the budget. The goal of the committee meetings should be to work towards developing consensus on each fund in order to present a preliminary budget to the Board of Commissioners.

After all committee meetings, the preliminary portions of the budget presented will be recommended for approval by the full board at the special board meeting on November 10, 2015. This preliminary budget will be available for public review through December 13<sup>th</sup>. A December 1<sup>st</sup> public hearing will be scheduled to allow for any additional public input on the budget or the preliminary tax levy estimate. Since the overall projected levy has less than a five percent increase over last year's extended levy, it does not require a truth in taxation hearing. The board is scheduled to approve the 2016 budget, the Budget and Appropriation Ordinance and the Tax Levy at the board meeting on December 15, 2015, to allow time to file the documents with Cook County by the required deadlines.

### **2016 Budget Overview**

The proposed 2016 budget documents are presented showing the 2015 actual budget, the nine-month operating actuals for January through September of 2015, the 2015 operating projections (the amount staff believes the year-end numbers will finish at), and the recommended 2016 budget.

**All committee and board members are encouraged to attend and participate at all of the committee meetings during this budget process.**

The 2016 budget was formulated based on a number of different factors. These influencing factors are as follows:

#### **1. *Comprehensive Master Plan***

The district's mission, values and long-range goals were formulated through the development of the Comprehensive Master Plan (CMP). Staff focused on the mission, values, long-range goals and initiatives of the CMP to serve as the foundation upon which the 2016 budget is built. The CMP utilizes a balanced scorecard approach whereby each objective has a specific measure to determine and track the degree of success in which the objective is

accomplished. All expenditures and revenues should be consistent with and support the district's current CMP.

## **2. Comprehensive Asset Management Plan (CAMP)**

The 2014-2019 CMP included a 5 year Capital Improvement Replacement Plan (CIRP) that identified existing capital assets of the district that had a projected replacement/repair schedule within a 5 year period (thru 2019). In order to project out our CIRP beyond 5 years, staff completed a comprehensive inventory and evaluation of all district assets and created a repair/replacement schedule extending to 10 years and beyond. The CAMP inventoried and evaluated all district assets with a minimum value of \$5,000 by the following categories within the district:

- Vehicles and maintenance equipment (excluding BPC)
- HVAC systems (all facilities)
- Facilities and mechanical operating equipment (excluding Ice)
- Hard surfaces (includes all hard surface courts, walking paths and parking lots)
- General park amenities
- BPC (excluding HVAC systems, parking lots and roof)
- Ice operations
- Facilities – General, (excludes BPC and Ice)
- Administration & Finance (computers, technology, etc.)

Each identified project was assigned an estimated replacement/repair year which was determined based on a number of different variables, including current condition, manufactured life expectancy, and staff's assessment based on environmental impacts. Only projects scheduled to be accomplished in 2016 are included in the 2016 budget for approval.

### Financing Plan for CAMP

As part of the CAMP process it has been recognized that we have numerous capital items to be funded in future years. The long-range debt service plan which provides these funds was based on an original allocation of \$1 million from our annual bond's proceeds. The remaining funds from the annual bond help pay existing debt service.

Additionally our plan relies on the repayment of original infrastructure costs from our three largest revenue centers that were financed with bond issues (PSSWC construction, Rec-Ice renovation, and BPC renovation). These amounts were estimated to be \$1.5 million annually with a 5% increase each year.

The current plan is working well; however it is realized that as we move forward to future years that all require funding in excess of \$1 million, the District must rely more heavily on all operations to help fund their own capital items. The 2016 budget has over \$200,000 of capital items funded through operations.

This budget has also taken a more aggressive approach to maximizing revenues and minimizing expenses than in prior years. This process must be the new criteria as we develop our budgets each year, in that the need for operations to fund even more capital items will be needed for future sustainability.

The funding of existing assets in addition to the reduction of long-term debt remains the District's priority before any new projects or facilities can be funded. Projects identified as "new projects/facilities" within the CMP were not included in the five-year CIRP, and they are not included in the CAMP.

These new projects or facilities such as the TC Renovation, off-ice training, Chino Park, and a north-side water feature should only be funded if the project is a high priority, the return on investment (ROI) is favorable, and if sufficient funding is available from current sources.

Fund balance reserves should only be looked at as a possible means to fund projects that meet the aforementioned criteria once all existing CAMP items are funded and that drawing down any reserves is in line with the District's Fund Balance Reserve Policy.

### **3. *Actions (Objectives)***

To fulfill the mission, values and goals, staff annually prepares objectives which are reported as actions as part of the budget process. The 2016 division actions are tied directly to each of the district's four long range goals and the district initiatives created to accomplish these goals. The budget as presented is consistent with the actions and provides the financial means to support these actions.

Staff actions are presented by each of the divisions. Actions represent larger projects or operational plans and larger scope work. The day-to-day normal operational functions are not included as actions. The actions will be presented with the appropriate sections of the budget to the committees to which they pertain. Actions represent major projects and changes to operations that are planned for the upcoming year. The budget supports these actions and all of the day-to-day operations that our district plans to accomplish in 2016.

### **4. *Accounting Basis***

The district uses accrual-based accounting. Accrual accounting, which is a legal requirement as mandated by the Governing Auditing Standards Board (GASB 34), is the best way of matching expenses to related revenues. GASB 34 requires the use of depreciation. Depreciation expense, a non-cash item, is accounted for during the annual audit and is not presented as a budgeted item.

## **5. Zero Based Budgeting**

In formulating the 2016 budget, no 2015 budget amount was assumed to be the same or even necessary, and was therefore not automatically included in the 2016 budget. Each 2016 budget line item includes staff's best attempt to project the actual expenses and revenues required to achieve the district's goals and 2016 actions. All revenues and expenditures in the 2016 budget have been thoroughly reviewed by all appropriate staff.

## **6. Charge Backs**

The 2016 budget utilizes the District's inter-fund charge back system for maintenance, administration and communication and marketing expenses. The inter-fund charges for administration and maintenance are presented as revenues within the general fund and expenses in the related funds. The C&M charges are revenues to the recreation fund and expenses to the other funds.

This system prevents the actual expense item from being buried within various funds. This system also provides the district with the most optimal method of tracking and comparing expenses from year to year as well as analyzing departmental operation performance. The amount of charge back is based on either an operating pro-rata percentage or a percentage derived from the number of full-time staff in a given fund. A copy of the proposed interfunds charge amounts is attached.

There are also additional chargeback items for allocations of IMRF expenses and FICA expenses. The amount of money for these expenses is charged directly to the operations where the personnel are located. This process better measures an operation's actual costs. The monies to pay for these charges, however, are collected through the tax levy in their respective funds, IMRF (Fund 09) and Social Security and Medicare (Fund 10). Inter-fund allocations are utilized to re-apportion these dollars.

As mentioned before, there are additional interfunds between PSSWC, Rec/Ice, BPC and Debt Service in the budget to allocate portions of the respective debt service payments to those specific operations and to allow for the long-term capital and debt service structure of the District to be obtained.

In 2015 the Debt Service Fund was budgeted to receive \$550,000 from PSSWC (which was a decrease of almost \$100,000 due to the refinancing of the original bond issue), \$750,000 from Rec/Ice, and \$100,000 from BPC. These transfers basically represent the anticipated operational surplus excluding debt that will be available to make bond payments.

If the fund does not realize their entire estimated bottom-line then the adjustment is made here to ensure that we do not have a deficit operation in

these areas. In 2015 the BPC payment was not made. In 2016 each of these payments was increased by 5%.

In 2015 the District abolished the Working Cash. This money was transferred to the General Fund, which allowed a transfer to IMRF to help pay off our unfunded actuarial accrued liability (UAAL) for our IMRF pension. This amount is basically derived from the recession effects on IMRF investments. For perspective in 2001 the District was overfunded by \$819,421; in 2006 we were unfunded by \$16,104; we were unfunded (at the end of 2014) by \$1,226,321. This amount has decreased from its high of a \$1,496,686 liability in 2011. Staff anticipates this number will continue to decrease due to a more favorable market for IMRF investments. In 2015 we paid off \$1 million of this amount to reflect the anticipated balance at the end of 2015.

The District had been earning less than 1.5% on its Working Cash Fund investments but is paying an imputed 7.5% interest on the UAAL. Starting with the 2016 Comprehensive Annual Financial Report (CAFR) this UAAL will need to be presented as a liability on the District Wide Balance Sheet.

At year end 2015, after the transfer to the General Fund of the Working Cash funds, the General Fund will transfer \$800,000 to the IMRF Fund for this UAAL payment. 2015 also budgeted for the General Fund to transfer \$275,000 to the Special Recreation Fund to offset the 2015 proposed operational deficit for ADA projects that would be created without the transfer.

In 2016 there is a budgeted transfer of \$100,000 from the General Fund to the Special Recreation Fund to once again prevent a deficit in that fund and to allow for the scheduled ADA projects.

## **7. Personnel**

The 2016 proposed budget includes a total of 74 full-time employees for 77 approved positions, which compares to 75 employees in 2015. The number reflects the following changes within the organizational structure.

- A. A Maintenance Facilities and Aquatics Supervisor position has been added to the park division in order to more effectively manage and maintain the aging infrastructure of all district facilities and aquatic operations. This position was previously approved by the B&G Committee and Park Board.
- B. A full-time Advertising & Sponsorship Manager has been proposed. The part-time Sponsorship Coordinator position which is currently vacant is changing to a full-time position. This position will be responsible for securing advertising and sponsorships to support both district as well as Friends of HE Parks Foundation operations. This position will shift within the organizational structure from the C&M department within the Recreation

division to the Finance & Administration division (General Fund 01) under the supervision of the Deputy Director/Director of Finance.

- C. With several of the adult and youth athletic program areas trending towards lower participation numbers, the two athletic manager positions have been combined into one position and will be additionally supported by the Superintendent of Recreation. The other athletic manager will not be filled but this individual has accepted the vacant Seascope and PSSWC Aquatic Manager position.
- D. The Skating Manager is shifting from full time status to part-time. This reduction in hours was implemented in August 2015 prior to the start of the fall skating sessions and has proven to be an effective transition. This will currently be treated as part-time.
- E. A new focus utilizing part time server captains with additional support from the part-time Special Event Sales Coordinator will be utilized in restructuring the full-time BPC Banquet & Service Manager position.

A revised organizational structure that reflects the changes noted above is attached for approval as part of the 2016 budget.

#### Compensation

The District will receive a tax based increase of 0.08% for CPI. Included in the 2016 budget is a merit wage increase of 2%, which is the same as last year. A polling of comparable park districts shows that most are budgeting for wage increases between 2% and 3%. The full-time salary ranges are attached and included for approval as part of the 2016 budget. The full-time salary ranges reflect a 2% increase over the approved 2015 salary ranges.

#### **8. Tax Levy**

Attached is a levy worksheet that illustrates last year's tax levy and next year's anticipated levy which is \$8,440,000. This is comparable to last year's extended levy of \$8,492,924.

The District has comprised its levy into only the major funds and collects taxes for General, Recreation, IMRF and FICA in our capped funds. We also collect the legal maximum for Debt Service and Special Recreation for purposes of the tax extension law. Debt Service now increases by CPI and Special Recreation is a direct percentage of our Equalized Assessed Evaluation (EAV).

As in prior years the District will over levy in our funds to ensure collection of the taxes we are entitled to and that we budget. We anticipate a reduction due to the tax cap and this is illustrated on the levy worksheet. The budgeted amount of property taxes reflects the reduced amounts we believe we will collect after being adjusted for loss in cost, TIF payments and refunds.

## **Budget Variance Notes**

The following is a brief snapshot of line items that either have large variances either from the 2015 budget or year-end projected numbers to the proposed 2016 proposed budget numbers.

These notes should be used in conjunction when reviewing the detailed budget report; they will help answer question on any large variations from year-to-year. Please feel free to contact us for additional clarification or items will also be discussed during the budget review process

### **General Fund (01)**

#### **Administration**

##### **Revenues**

Interfund charges have decreased significantly due to the one time interfun ds transfer of the working cash fund balance into the General Fund due to the board approved abolishment.

Advertising Revenue is now in the General Fund instead of the Recreation Fund due to the change in supervision of this area to the Deputy Director, Director of Finance. This amount has been projected to increase over \$100,000 next year due to the proposed hiring of a full-time staff person.

Rental Income has decreased due to the one time T-Mobile payment of \$110k received in 2015.

Miscellaneous Income has decreased due the separation of the NIHL Hockey league from the District. The league is still with us but now operates more independently and no longer pays for registration or business services with the District.

##### **Expenses**

Interfund Charges have decreased due to the one time transfer to IMRF in 2015.

Advertising Expense is for costs associated to the sale of marquee advertising with the new position in Administration.

Payroll has increased due to the proposed addition of a full-time Advertising & Sponsorship Manager for the sale of advertising. The costs for the part-time position were previously in the Recreation Fund.

Employee Benefits increased due to the increase in medical insurance rates.

Contracted Services came in substantially under budget in 2015 due to the new IT Manager's limited use of outside support. The budget reflects a much lower cost than previous year's budget even though an increase from year-end projections.



Service & Rental Agreements have increased due to additional support contracts on the new IT equipment put in place in 2015 that will be out of warranty, including the new phone system, switches and servers.

Technology has increased due to the addition of "capital" items included here including the required credit card PCI compliance hardware (\$24,000).

## **Maintenance**

### **Expenses**

Payroll has increased due to the addition of the Facilities and Aquatics Foreman. Additionally wages previously budgeted in Seascapes for maintenance support are now fully in here and administered by the chargeback.

Utilities were over budget in 2015 due to the water leak at Vogelie, They are budget back in accordance with expectations.

Facility Maintenance has decreased due to the splitting of all facility repairs to be charged directly to the facility they are for. Other areas now budget this directly.

## **2015 Capital Improvements**

The District software Conversion is now budgeted to be done in 2016 and is budgeted in the Capital Fund.

## **Recreation Fund (02)**

### **Administration**

#### **Revenues**

Miscellaneous Income is now gone due to the NIHL departing (same as General Fund).

#### Administration Expenses

Payroll has decreased due to the reallocation of one of the Athletic Managers.

Facility Maintenance has increased due to charges being budgeted within the facilities.

## **Communications & Marketing**

### **Revenues**

Corporate Relations revenue is now budgeted as Advertising Revenue in the General Fund.

### **Expenses**

Printing & Publication was over budget in 2015 due to the 2015 winter guide being included as a 2015 expense instead of 2014. 2016 is now correct.

## **General Leisure Services**

### **Revenues**

Dance has increased due to the splitting of in-house and dance company with an expected growth from the dance company next year.

## **Early Childhood**

### **Revenues**

Grant Revenue was a one-time grant that is not expected in 2016.

### **Expenses**

Star Program no longer has Kinderstar which eliminates the need for busing service. Regular Star will take its place so there is no loss in revenue but a savings in the bus fee.

## **Seascope Aquatic Center**

### **Revenues**

Memberships & Daily fees are reapportioned and offset each other based on average expectations.

### **Expenses**

Equipment Maintenance & Repair was over budget in 2015 due to work to find an early season leak. 2016 is budgeted as expected.

## **Ice Rink**

### **Revenues**

Lessons and Camps are both budgeted lower due to the loss of four weeks ice time for the capital project and ice take down and set-up.

Youth Leagues are budgeted higher in the expectation of increased numbers based on fall registration and the expected addition of three teams next year.

### **Expenses**

Interfund Transfers have increased by five percent for the debt repayment.

### **2015 Capital Improvements**

The Ice Equipment gates will be done in-house when the ice is taken down for the 2016 cooling tower replacement.

The WRC entry ceilings have been done in-house.

The Ice brine Inhibitor will be part of the 2015 capital project.

## **IMRF Fund (07)**

### **Revenues**

Interfund transfers had a one-time transfer in 2015 from the General Fund for the UAAL payment.

**Expenses**

The 2015 IMRF expense is the one-time payment.

**Debt Service Fund (08)**

This includes all of the required bond and interest payments including the repayment of the 2014 bond and the proceeds from the 2015 Bond.

**Special Recreation Fund (09)**

This includes the carry-over of the ADA Shoe Factory Bike Trail to 2016 and the other proposed capital projects.

**Prairie Stone Sports & Wellness Center (PSSWC) Fund (11)**

**Administration**

**Expenses**

Interfund Transfers

The debt repayment increased by five percent.

Rental Expense

Reduction in part-time rental wages to be covered by full-time staff

**Fitness**

**Revenues**

Membership Fees will include a \$2 per member price increase in October 2016.

Guest Services is down due to less personal training and massage. Focus on these areas provides some increase in 2016 from 2015 projections.

**Expenses**

Guest services decreased as most of these are contractual and lower revenue means lower direct expenses.

**Recreation**

**Revenues**

Both sports programs and early Childhood were down this year. 2016 has a new independent contractor providing many of these programs so the revenues and expenses in this area are budgeted at the higher level again in 2016.

**Capital Fund (12)**

**Administration**

**Revenues**

Marquee sign revenue and expense are now in the General Fund.

Builder Donations were due to the annexations done in 2015

Grant reimbursement was due to a Village co-op for landscaping by our District for the NW railway.

### **2014 Capital Improvements**

The Park Portal is currently not being pursued due to very limited public interest.

The phone system additional funds were a timing difference from 2014. The entire project came in at budget.

### **2015 Capital Improvements**

Ice refrigeration/brine pump is now part of the proposed 2016 ice capital project.

The PSSWC locker rooms will have tile and grouting done this year as well as the development of plans for the planned 2017 renovation instead of the originally budgeted 2015 larger project.

Ice grate board renovation no longer needs to be done. This was originally recommended by PDRMA as a pass through to keep scorekeepers off ice but it is not operationally cost efficient.

### **Bridges of Poplar Creek (BPC)**

#### **Administration**

##### **Expenses**

Payroll

Increase from 2015 budget due to the restructuring for the Division Director of BPC position.

#### **Food & Beverage**

Revenues and associated costs fell short of budget and are budgeted higher than 2015 projections but lower than the 2015 budget.

#### **Golf Operations**

##### **Revenue**

Resident ID Card line item includes new discount pass sales for golf discount and multi-use cards.

Green fees were down in 2015 and are budgeted higher than 2015 projections but lower than 2015 budget.

#### **Golf Operations**

##### **Expenses**

Multi items budgeted at slightly lower amounts for cost saving efficiencies.

### **2015 Capital Improvements**

BPC Main entry banquet doors have been put on hold and scheduled for 2017.

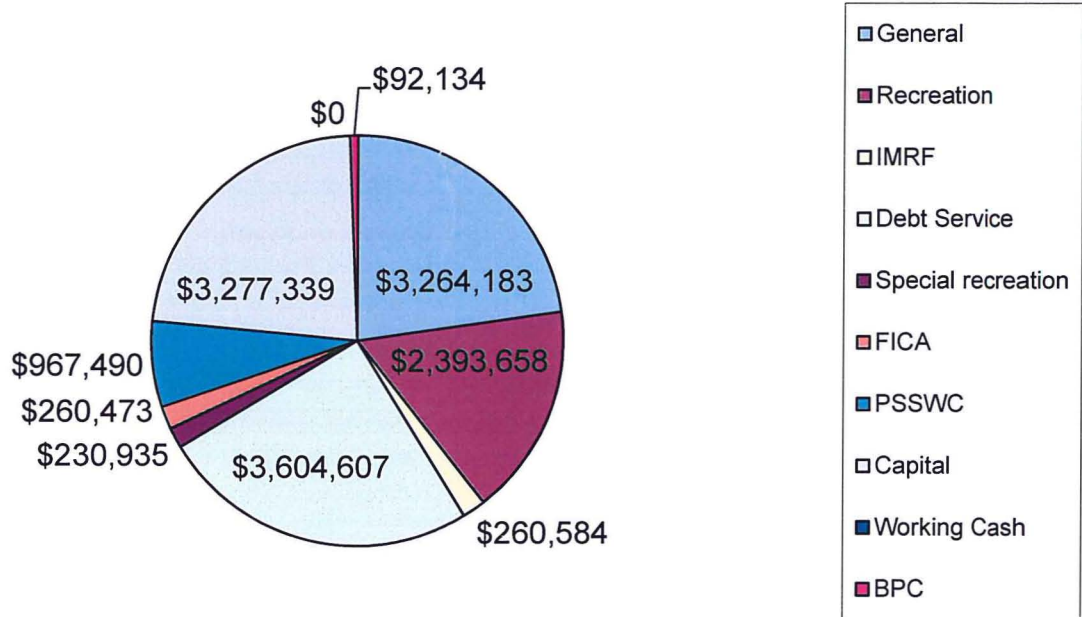
### **Overview of District Fund Balances and Operations**

Attached are graphs that illustrate the projected operations and beginning and ending fund balances for 2015 and 2016 based on the 2016 budget as presented.

**Hoffman Estates Park District  
2016 Proposed Budget  
2015 Fund Balance Summary**

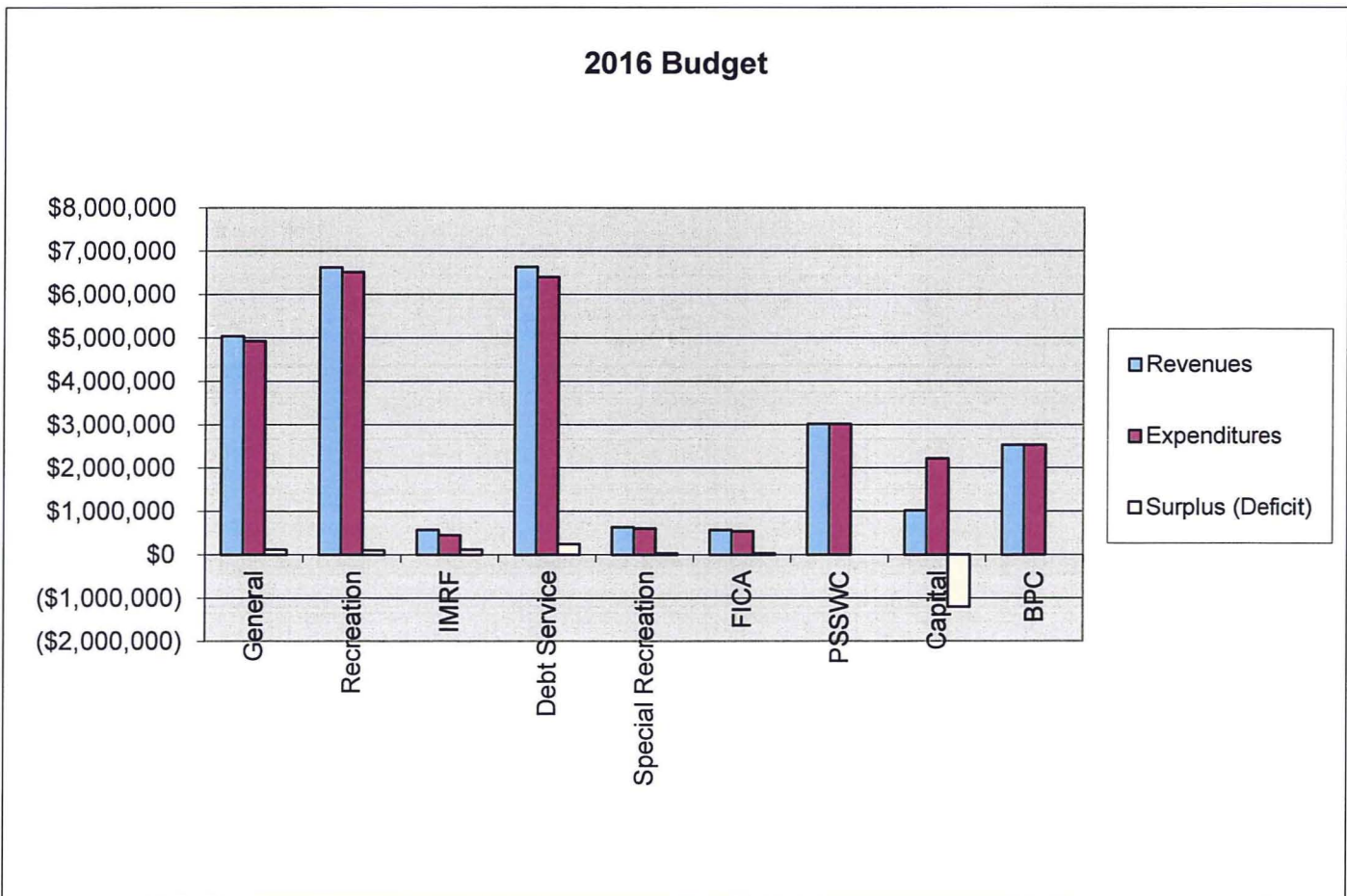
<u>Fund</u>	<u>Beginning 2015 Fund Balance</u>	<u>Projected 2015 Net Income (Loss)</u>	<u>Projected 2015 Ending Fund Balance</u>
General	\$2,964,183	\$300,000	\$3,264,183
Recreation	\$2,218,658	\$175,000	\$2,393,658
IMRF	\$235,584	\$25,000	\$260,584
Debt Service	\$3,549,607	\$55,000	\$3,604,607
Special recreation	\$209,435	\$21,500	\$230,935
FICA	\$220,473	\$40,000	\$260,473
PSSWC	\$967,490	\$0	\$967,490
Capital	\$3,554,839	(\$277,500)	\$3,277,339
Working Cash	\$1,078,598	(\$1,078,598)	\$0
BPC	<u>\$167,134</u>	<u>(\$75,000)</u>	<u>\$92,134</u>
<b>Total</b>	<b>\$15,166,001</b>	<b>(\$814,598)</b>	<b>\$14,351,403</b>

**2015 Fund Balance**



**Hoffman Estates Park District  
2016 Proposed Budget  
2016 P & L Summary**

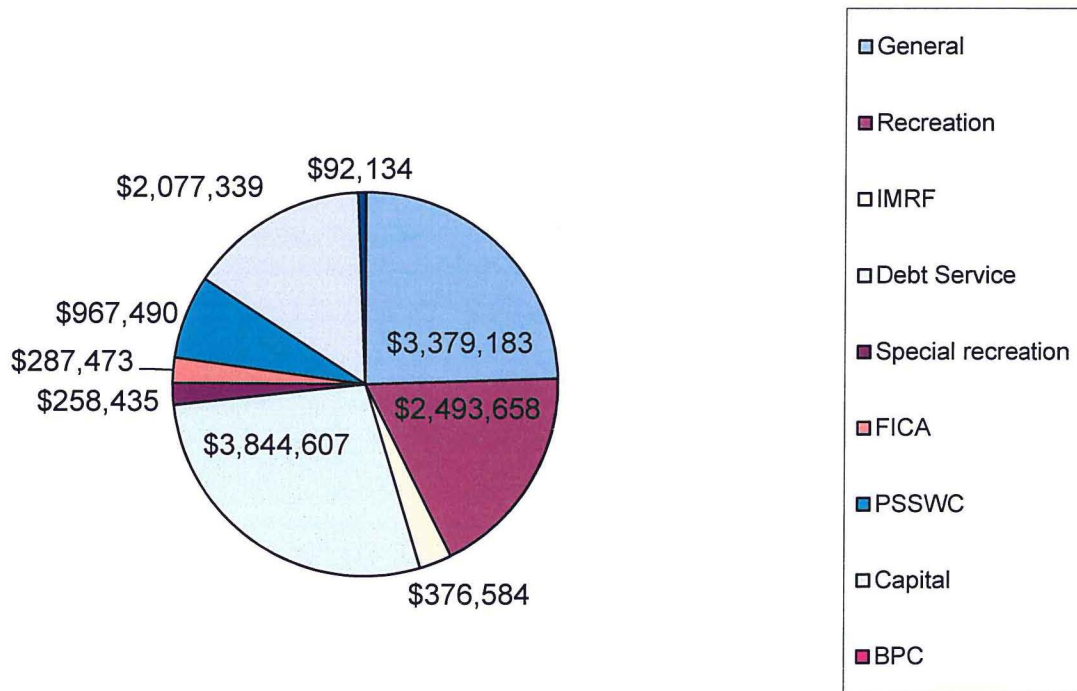
<u>Fund</u>	<u>Budgeted 2016 Revenues</u>	<u>Budgeted 2016 Expenditures</u>	<u>Budgeted 2016 Surplus (Deficit)</u>
General	\$5,037,641	\$4,922,641	\$115,000
Recreation	\$6,616,740	\$6,516,740	\$100,000
IMRF	\$565,841	\$449,841	\$116,000
Debt Service	\$6,636,400	\$6,396,400	\$240,000
Special Recreation	\$630,435	\$602,935	\$27,500
FICA	\$566,255	\$539,255	\$27,000
PSSWC	\$3,009,180	\$3,009,180	\$0
Capital	\$1,015,290	\$2,215,290	(\$1,200,000)
BPC	\$2,529,437	\$2,529,437	\$0
<b>Total</b>	<b>\$26,607,219</b>	<b>\$27,181,719</b>	<b>(\$574,500)</b>



**Hoffman Estates Park District  
2016 Proposed Budget  
2016 Fund Balance Summary**

<u>Fund</u>	<u>Projected 2016 Beginning Fund Balance</u>	<u>Projected 2016 Net Surplus (Deficit)</u>	<u>Projected 2016 Ending Fund Balance</u>
General	\$3,264,183	\$115,000	\$3,379,183
Recreation	\$2,393,658	\$100,000	\$2,493,658
IMRF	\$260,584	\$116,000	\$376,584
Debt Service	\$3,604,607	\$240,000	\$3,844,607
Special Recreation	\$230,935	\$27,500	\$258,435
FICA	\$260,473	\$27,000	\$287,473
PSSWC	\$967,490	\$0	\$967,490
Capital	\$3,277,339	(\$1,200,000)	\$2,077,339
BPC	<u>\$92,134</u>	<u>\$0</u>	<u>\$92,134</u>
<b>Total</b>	<b>\$14,351,403</b>	<b>(\$574,500)</b>	<b>\$13,776,903</b>

**2015 Fund Balance**



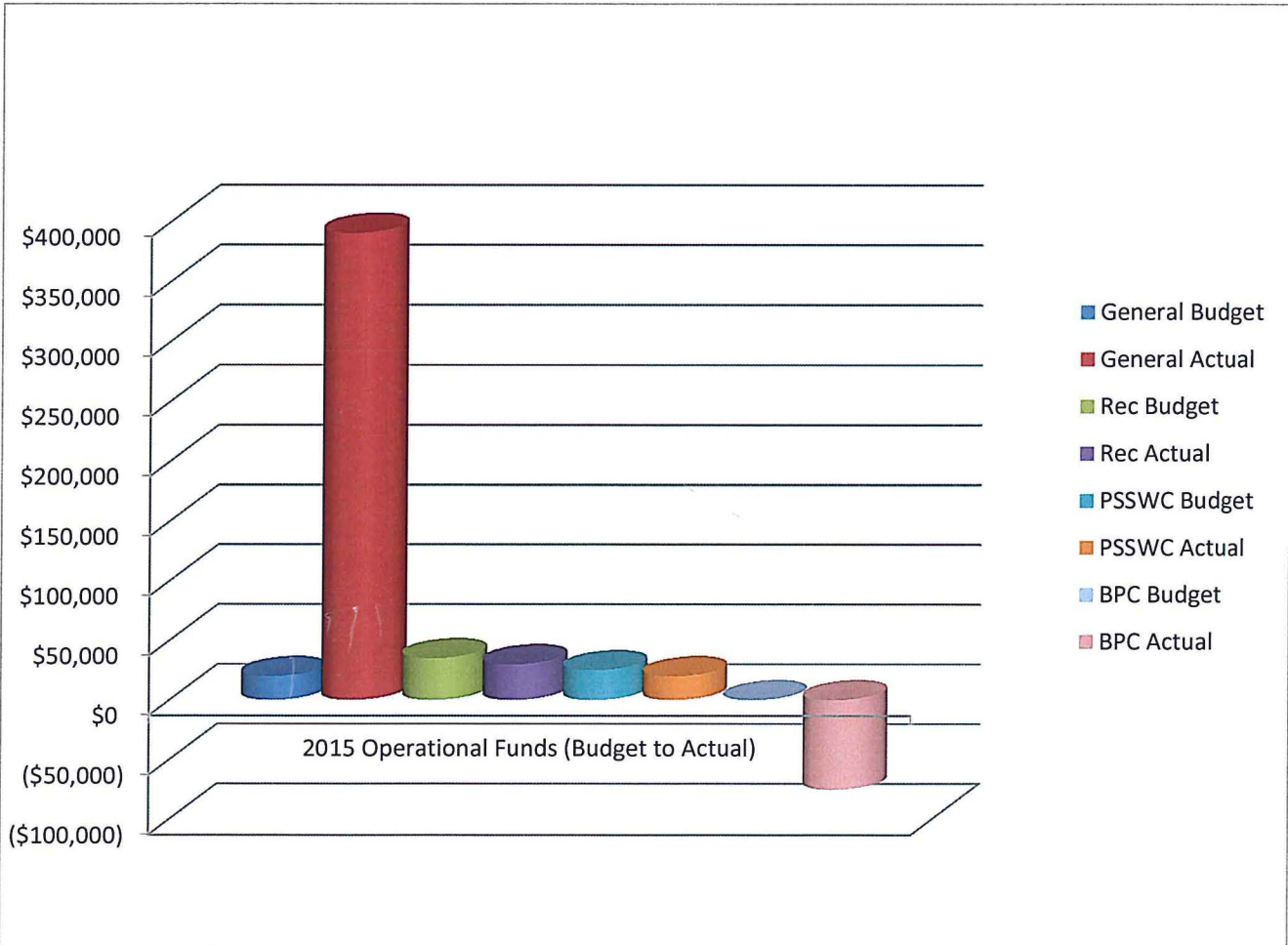


**Hoffman Estates Park District  
2015 Proposed Budget  
2015 Operational Fund's Results**

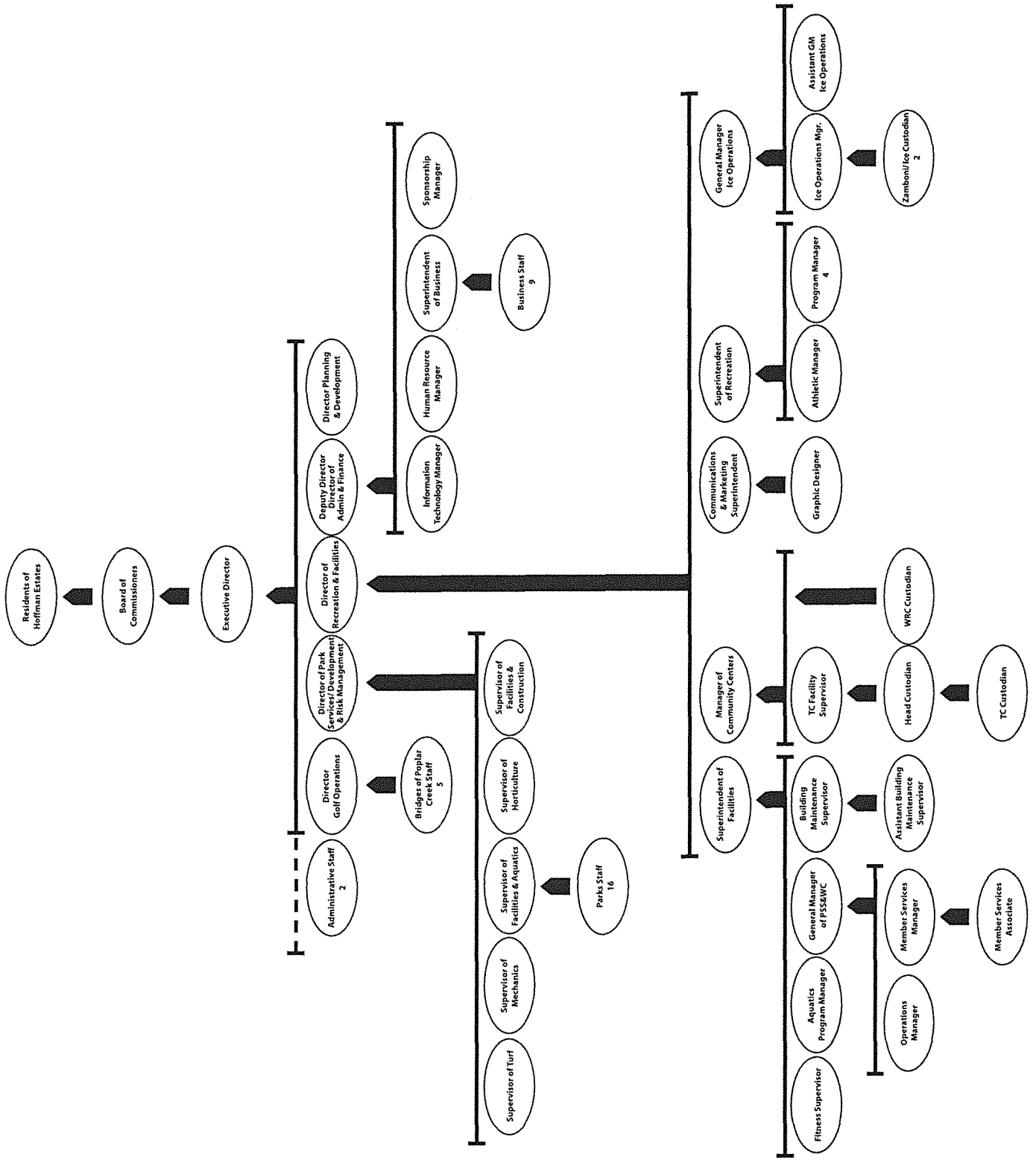
**2015 Operational Funds (Budget to Actual)**

<u>Fund</u>	<u>2015 Budget</u>	<u>2015 Projected</u>	<u>2015 Surplus</u>
General	\$20,000	\$300,000	\$280,000
Recreation	\$35,000	\$175,000	\$140,000
PSSWC	\$25,000	\$0	(\$25,000)
BPC*	\$0	(\$75,000)	(\$75,000)
<b>Total</b>	<b>\$80,000</b>	<b>\$400,000</b>	<b>\$320,000</b>

\*BPC Interfund transfer to debt service of \$100,000 was not made.



**HOFFMAN ESTATES PARK DISTRICT Table of Organization - Full Time Employees**



**Full-time Salary Ranges 2016**

<b>Position</b>	<b>Minimum</b>	<b>Mid-Point Per Contract</b>	<b>Maximum</b>
<b>Executive Director</b>			
<b>Division Director</b>	\$90,780	\$118,884	\$146,988
Deputy Director/Admin & Finance			
Recreation & Facilities			
Planning & Development			
Parks/Risk Management			
Golf			
	\$64,999	\$81,249	\$97,498
<b>Superintendents/General Managers</b>			
Superintendent of Business			
Superintendent of Comm & Marketing			
Information Technology Manager			
Superintendent of Facilities			
General Manager of Ice Operations			
Superintendent of Recreation			
General Manager of PSSWC			
	\$50,142	\$62,678	\$75,213
<b>Senior Manager</b>			
Park Foreman Parks			
Assistant General Manager Ice			
Human Resource Manager			
Park Foreman Horticulture			
Park Foreman Mechanics			
Senior Facilities Manager			
Park Foreman Grounds			
Administrative Assistant			
BPCC Kitchen Supervisor			
Executive Assistant			
Ice Maintenance Manager			
Park Foreman Facilities & Aquatics			
Advertising/Sponsorship Manager			
	\$40,000	\$49,799	\$59,597
<b>Senior Supervisor/Manager</b>			
Aquatic & Program Manager			
Mechanic			
Groundswoker III			
BPCC Banquet & Bar Service Manager			
Operations Manager (PSSWC)			
Business Supervisor BPCC			
Building Maintenance Supervisor (PSSWC)			
Athletic Program Manager II			
Building Maintenance Supervisor (TC)			
Program Manager I			
Sales & Catering Supervisor			
Ice Skating Manager			
Athletic Program Manager I			
Active Adults Program Manager I			
Early Childhood Program Manager			
STAR Program Manager			
	\$35,000	\$43,988	\$52,976
<b>Associate/Supervisor</b>			
Groundswoker II			
Fitness Services Supervisor (PSSWC)			
Accounting Associate			
Billing Associate			
Graphic Designer			
Groundswoker II			
Business Supervisor PSSWC			
Building Maintenance (BPCC)			
Sous Chef (BPCC)			
Groundswoker II			
Disbursement Associate			
Groundswoker II			
Building Maintenance (WRC)			
Registrar II			
Groundswoker II			
Cash Control Associate			
Groundswoker II			
Member Services Associate (PSSWC)			
Building Maintenance (PSSWC)			
Assistant Golf Professional (BPCC)			
Facility Supervisor			
Member Services Supervisor (PSSWC)			
	\$26,488	\$33,110	\$39,732
<b>Support</b>			
Registrar I			
ICE Custodian-TC			
Groundswoker I			
Registrar I			
Groundswoker I			
Custodian-TC			
Groundswoker I			
Groundswoker II			
Groundswoker I			
Groundswoker I			
Groundswoker I			
Groundswoker I			
Building Tech			
ICE Custodian-TC			

**HEPD INTER-FUND CHARGES FISCAL YEAR 2016**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>02-10 Recreation</u>	<u>11-10 PSSWC</u>	<u>12-10 Capital</u>	<u>14-10 PCCC</u>	<u>Total</u>
<b><u>Administration Inter-fund Charges</u></b>							
01-10-70-6000	FT Admin Wages	\$1,125,750	\$309,581	\$28,144	\$ 112,575	\$28,144	
01-10-71-5000	Health Insurance	\$550,000	\$150,333	\$68,750	\$ 2,004	\$51,333	
01-10-73-5050	Inf. Sys. Support	\$24,000	\$6,560	\$3,040	\$ 87	\$2,240	
01-10-74-5050	Inf. Sys. Serv. Agree.	\$48,000	\$13,120	\$6,080	\$ 175	\$4,480	
01-10-75-5000	Office Supplies	\$15,000	\$6,150				
01-10-83-5000	Computer/Phone Equip.	\$69,850	\$19,092	\$8,848	\$ 255	\$6,519	
<b>Total Administration Expense</b>			<b>\$504,837</b>	<b>\$114,861</b>	<b>\$115,096</b>	<b>\$92,716</b>	<b>\$827,511</b>
<b><u>Maintenance Inter-fund Charges</u></b>							
01-20-63-5000	Loss Prevention Exams	\$20,650	\$10,324	\$3,614		\$3,614	
01-20-70-6000	FT Maint Wages	\$1,052,000	\$263,000	\$28,930		\$13,150	
01-20-70-6020	Seasonal Maint Wage	\$297,440	\$118,976	\$7,436		\$3,718	
01-20-70-6040	Overtime Wages	\$44,550	\$11,138				
01-20-84-5020	Athletic Field Supplies	\$30,000	\$22,500				
<b>Total Maintenance Expense</b>			<b>\$425,938</b>	<b>\$39,980</b>		<b>\$20,482</b>	<b>\$486,400</b>
<b><u>Comm. &amp; Marketing Inter-fund Charges</u></b>							
			<u>01-10 Corporate</u>	<u>11-10 PSSWC</u>		<u>14-10 PCCC</u>	
Revenue to Recreation C&M	\$327,600	\$49,140	\$24,570			\$14,742	\$88,452
<b><u>Debt Service Inter-fund Charges</u></b>							
			<u>02-85 Recreation</u>	<u>11-10 PSSWC</u>		<u>14-10 PCCC</u>	
Revenue to Debt Service	\$1,470,000	\$ 787,500	\$ 577,500			\$ 105,000	\$1,470,000

Additioanl transfer of \$100,000 from the General Fund to the Special Recreation Fund.

**HOFFMAN ESTATES PARK DISTRICT LEVY**

2014 Levy (collected 2015)

2015 TAX LEVY (collected 2016)

FUND	Max Rate	Levy	Extended Levy	Actual Rate	Percent	Projected	Levy	Extended Levy	Estimated Rate	Percent	Limited Levy at 97.5% collection*	Actual Rate	Percent
01 General	0.100	\$2,750,000	\$2,752,414	0.218	32.41%	\$2,809,996	\$2,775,000	\$ 2,858,250	0.2177	32.74%	\$2,864,066	0.218	32.33%
02 Recreation	0.075	\$1,000,000	\$1,001,222	0.079	11.79%	\$1,022,168	\$990,000	\$ 1,019,700	0.0777	11.68%	\$1,021,775	0.078	11.53%
03 Insurance		\$0		0.000	0.00%		\$0		0.0000	0.00%	\$0	0.000	0.00%
06 Audit	0.005	\$0		0.000	0.00%		\$0		0.0000	0.00%	\$0	0.000	0.00%
07 IMRF		\$500,000	\$501,242	0.040	5.90%	\$511,728	\$550,000	\$ 566,500	0.0432	6.49%	\$567,653	0.043	6.41%
08 Bond & Interest		\$3,034,800	\$3,186,540	0.252	37.52%	\$3,253,204	\$3,060,000	\$ 3,213,000	0.2400	36.11%	\$3,308,693	0.240	37.35%
09 Special Recreation	0.040	\$550,000	\$501,024	0.040	5.90%	\$511,506	\$550,000	\$ 510,000	0.0432	6.49%	\$528,887	0.043	5.97%
10 FICA		\$550,000	\$550,482	0.044	6.48%	\$561,998	\$550,000	\$ 566,500	0.0432	6.49%	\$567,653	0.043	6.41%
<b>TOTAL</b>		<b>\$8,384,800</b>	<b>\$8,492,924</b>	<b>0.673</b>	<b>100%</b>		<b>\$8,475,000</b>	<b>\$8,733,950</b>	<b>0.6648</b>	<b>100%</b>	<b>\$8,858,726</b>	<b>0.665</b>	<b>100%</b>
Less Non Cap Funds		-\$3,590,000	-\$3,687,564	-0.292			-\$3,610,000	-\$3,723,000	-0.2832		-\$3,837,580	-0.283	
<b>Total Cap Funds Levy</b>		<b>\$4,800,000</b>	<b>\$4,805,360</b>	<b>0.381</b>			<b>\$4,865,000</b>	<b>\$5,010,950</b>	<b>0.3816</b>		<b>\$5,021,146</b>	<b>0.382</b>	
		=====	=====				=====	=====			=====		
		2014 EAV	\$1,262,575,231				Proj 2015 EAV	-\$1,275,000,000					

\* Includes \$600,000 in TIF/EDA Payments

**NOTES**

**Tax Cap**

**Truth in Taxation**

2014 Extended Capped Funds Tax Levy.....	\$4,805,360
x CPI 0.008	<b>\$4,843,803 (a)</b>
Divided by	
Projected 2015 EAV (w/o new growth).....	\$1,270,000,000 (b)
2015 Limiting Rate.....	a/(b/100) 0.3814
	times
Estimated 2015 New Growth.....	\$5,000,000
Projected 2015 EAV (with new growth).....	<u>\$1,275,000,000</u>
2015 Limited Levy (Cap Funds).....	<b>\$4,862,873</b>
Proj 2015 Extended Levy (Cap Funds).....	<b>\$5,010,950</b>
Proj 2015 Levy Reduction.....	<b>\$148,077</b>

2014 Tax Extension.....	\$8,492,924
	x 105%
Limiting Amount.....	\$8,917,570
2015 Tax Levy.....	\$8,475,000
Percent Increase is.....	<b>-0.21%</b>

**2015 Levy not subject to Truth in Taxation Hearing**

**Projected Reduction All Funds by %**

## CAPITAL ITEM JUSTIFICATIONS

**1995 Chevy 4x4 pick-up** **\$32,000**

Replace – has 113,000 miles and numerous mechanical problems.

**2003 John Deer skid loader** **\$60,000**

Replace – has 3,000 very hard operating hours and many mechanical problems.

**Tennis Court Crack fill/Color** **\$20,000**

Crack fill and color coat Victoria tennis and basketball courts; crack fill all other locations.

**Facility Concrete Walk** **\$25,000**

Replace concrete walks adjacent to parking lots with major cracking or vertical alignment issues.

**Parking lot patch/crack fill** **\$73,000**

Resurface BPC entry drive from Village ROW to 1<sup>st</sup> parking lot entrance; patch and sealcoat TC parking lot. Patch others as needed.

**Parks GIS Mapping Facility Inv** **\$85,500**

Purchase database software that will assist in the inventory and management of the district's infrastructure and/or assets. The system will allow for real time global mapping of assets and utilization of database sets for quantitative decision making.

**PSSWC Pool Filter Tanks** **\$125,000**

Replace - The filter tanks are leaking.

**PSSWC Pool RTU 10** **\$300,000**

Replace - Is a Dectron dehumidification unit for PSSWC activity pool. Has been malfunctioning for a number of years due to the corrosive nature of the atmosphere.

**PSSWC Pool RTU 9** **\$300,000**

Replace - Is a Dectron dehumidification unit for PSSWC lap pool. Has been malfunctioning for a number of years due to the corrosive nature of the atmosphere.

**Shell/Tube Condenser Cooling Tower** **\$340,000**

Replace inefficient condenser with new high efficient refrigerant condenser and replace existing cooling tower that is presently leaking and operating inefficiently.

**Admin Accounting Software** **\$140,000**

Replace - The District's accounting software MSI is 17 years old, and while once a local leader in the accounting software industry, enhancements to keep this software on the cutting edge of technology are being discontinued. Staff has been researching accounting software options for over the last 2 years and anticipate being able to select a comprehensive financial software that meets CAFR and GASB requirements while offering users greater access to financial information.

**Vogelei Barn Flooring** **\$12,000**

Replacing all vinyl tile within the barn on the upper and lower levels. Cost is for materials only; Park maintenance will install.

**Vogelei House Furnaces (2)** **\$8,000**

Replace – existing units highly inefficient and requires extensive repairs.

**Canterbury Playground** **\$150,000** **ADA portion: \$72,500**

Replace – was originally constructed in 2001 (school site).

**Sheffield Playground** **\$105,000** **ADA portion: \$30,750**

Replace – was last renovated in 2000 (neighborhood site).

**Victoria N Playground** **\$190,000** **ADA portion: \$94,250**

Replace – was last renovated in 2001 (community site).

**Shoe Factory Bike Path** **ADA portion: \$7,500**

Continued contribution for development of the Shoe Factory Bike Trail partnered with the Village and Cook County Forest Preserve.

**Bergman property** **\$300,000**

Intergovernmental agreement with Palatine Park District to allow for annexation into HEPD.

Facility	Location	Item	Year Bought	Qty	Estimated Unit Cost	Estimated Total Cost	Year Replaced	(C)-Cap (O)-Oper (A)-ADA	Cap/Operating Account Number
ADMIN	Credit Cards	Credit Card PCI Compliance Equip		1	\$ 23,500	\$ 23,500	2016	O	01-10-83-5000
BPC	Kitchen, Main	Stove Top Oven	1992	1	\$ 6,500	\$ 6,500	2016	O	14-96-01-5000
BPC	Maint	Utility Vehicle	2001	1	\$ 20,000	\$ 20,000	2016	O	14-96-02-5000
BPC	Range	Ball Dispensing Machine		1	\$ 7,750	\$ 7,750	2016	O	14-96-03-5000
ADMIN	Desks	Touchscreens - (TC 2,WRC 2,PSSW	2011	9	\$ 575	\$ 5,175	2016	O	01-10-83-5000
ADMIN	Desks	Computer Desktop Replacement		10	\$ 750	\$ 7,500	2016	O	01-10-83-5000
PARKS	Parks	Replace Park Rule Signage		1	\$ 28,000	\$ 28,000	2016	O	01-20-84-5050
PSSWC	Service Desk	Service desk Carpet		1	\$ 5,000	\$ 5,000	2016	O	11-96-01-5000
PSSWC	Gym	Floor Resurface		3	\$ 3,200	\$ 9,600	2016	O	11-96-04-5000
PSSWC	Fitness Area	Fitness Equipment	2000	5	\$ 5,000	\$ 25,000	2016	O	11-96-03-5000
SFAC	Pool	Rebuild Pump #5	2014	1	\$ 5,750	\$ 5,750	2016	O	02-96-01-5000
TC	Admin	TC-Video Security Upgrades		1	\$ 5,000	\$ 5,000	2016	O	02-96-02-5000
TC	Admin	HEPD-Boardroom Laptops	2009	7	\$ 750	\$ 5,250	2016	O	01-10-83-5000
TC	Admin	Computer Servers	2013	3	\$ 2,000	\$ 6,000	2016	O	01-10-83-5000
TC/WRC	Fitness Area	Fitness Equipment		2	\$ 5,000	\$ 10,000	2016	O	02-96-03-5000
TC	Admin	VSI RecTrac V3 Upgrade	1985	1	\$ 12,000	\$ 12,000	2016	O	01-10-83-5000
TC/ICE	Ice Arena	Ice Compressor Rebuild		1	\$ 10,000	\$ 10,000	2016	O	02-96-04-5000
VOG	House	A/C units	2003	2	\$ 2,500	\$ 5,000	2016	O	02-96-05-5000
WRC	Admin	Copier	2012	1	\$ 5,000	\$ 5,000	2016	O	02-96-06-5000
WRC	Facility Interior (Meeting)	Flooring Carpet & Tile	2003	1	\$ 10,000	\$ 10,000	2016	O	02-96-07-5000
						\$ 212,025			
PARKS	Vehicle	532 Chevy 4x4 pick-up	1995	1	\$ 32,000	\$ 32,000	2016	C	12-96-02-5000
PARKS	Equipment	821 John Deere Skid Steer	2003	1	\$ 60,000	\$ 60,000	2016	C	12-96-03-5000
PARKS	Tennis Court	Crackfill/Color		1	\$ 20,000	\$ 20,000	2016	C	12-96-04-5000
PARKS	Concrete Walk	Replace		1	\$ 25,000	\$ 25,000	2016	C	12-96-05-5000
PARKS	TC/BPC	Lot patch/crackfill		1	\$ 73,000	\$ 73,000	2016	C	12-96-06-5000
PARKS	Parks & Facilities	GIS Mapping Facility Inventory		1	\$ 85,500	\$ 85,500	2016	C	12-96-07-5000
PSSWC	Pool	Pool filter tanks	2000	2	\$ 62,500	\$ 125,000	2016	C	12-96-10-5000
PSSWC	Pool	Unit RTU-10	2000	1	\$ 300,000	\$ 300,000	2016	C	12-96-11-5000
PSSWC	Pool	Unit RTU-9	2000	1	\$ 300,000	\$ 300,000	2016	C	12-96-12-5000
TC	Ice	Shell/Tube Condensor/Cooling To	2004	1	\$ 340,000	\$ 350,000	2016	C	12-96-14-5000
TC	Admin	HEPD-Accounting Software	1997	1	\$ 140,000	\$ 140,000	2016	C	12-96-15-5000
VOG	Barn	Flooring Replace	2003	1	\$ 12,000	\$ 12,000	2016	C	12-96-17-5000
VOG	House	Furnaces (2)	2003	2	\$ 4,000	\$ 8,000	2016	C	12-96-18-5000
PARKS	Bergman	Annexation Agreement		1	\$ 300,000	\$ 300,000	2016	C	12-96-23-5000
PARKS	Canterbury	Playground replace		1	\$ 150,000	\$ 77,500	2016	C	12-96-19-5000
PARKS	Sheffield	Playground replace		1	\$ 105,000	\$ 74,250	2016	C	12-96-20-5000
PARKS	Victoria N	Playground replace		1	\$ 190,000	\$ 95,750	2016	C	12-96-21-5000
						\$ 2,078,000			
PARKS	Canterbury	Playground replace		%		\$ 72,500		A	09-96-19-5000
PARKS	Sheffield	Playground replace		%		\$ 30,750		A	09-96-20-5000
PARKS	Victoria N	Playground replace		%		\$ 94,250		A	09-96-21-5000
PARKS	Shoe Factory Bike Trail	Building New		1		\$ 7,500		A	09-96-22-5000
						\$ 205,000			
ADMIN	Desks	Annual Desktop Replacement		10	\$ 750	\$ 7,500	2017	O	
BPC	Maint	Utility Cart	2008	1	\$ 5,000	\$ 5,000	2017	O	
BPC	Poplar room	Doors		6	\$ 3,250	\$ 19,500	2017	O	
PARKS	Parks Rules signs	Replace		1	\$ 28,000	\$ 28,000	2017	O	
PSSWC	Pool	Pump#3 activity pool	2012	1	\$ 2,100	\$ 2,100	2017	O	
PSSWC	Group Exercise Studio	Floors Resurface	2000	1	\$ 3,000	\$ 3,000	2017	O	
PSSWC	Lap Pool	Walls Repaint	2000	4	\$ 750	\$ 3,000	2017	O	
PSSWC	Lap Pool	Pool Crack Repair/ Repaint	2000	1	\$ 5,000	\$ 5,000	2017	O	
PSSWC	Fitness	Fitness Equipment		5	\$ 5,000	\$ 25,000	2017	O	
PSSWC	Pool	Ceiling Repaint	2000	1	\$ 40,000	\$ 40,000	2017	O	
SEA	Pool	Pump#3 body slide	2014	1	\$ 4,700	\$ 4,700	2017	O	
SEA	Admin	Seascape-Video Security -		1	\$ 5,000	\$ 5,000	2017	O	
TC	Gym	Sound System	2000	1	\$ 5,000	\$ 2,000	2017	O	
TC	Ice	Condensor Water Pump Seal Repl	2004	2	\$ 1,250	\$ 2,500	2017	O	
TC	Ice	20 HP Condensor Water Pump Md	2004	2	\$ 1,500	\$ 3,000	2017	O	



TC	Kitchen	Flooring	2004	1	\$ 3,000	\$ 3,000	2017	O	
TC	Ice	Edger Replace	2004	1	\$ 3,500	\$ 3,500	2017	O	
TC	Admin	TC - Gestetner Bulk Copier (evalua	2007	1	\$ 6,000	\$ 6,000	2017	O	
TC	Ice	100 HP Compressor Replace	4 (2) 200	3	\$ 2,000	\$ 6,000	2017	O	
TC/WRC	Fitness	Fitness Equipment		2	\$ 5,000	\$ 10,000	2017	O	
WRC	Dance/Aerobics	Comp RTU-2	2007	1	\$ 1,500	\$ 1,500	2017	O	
WRC	Fitness	Comp RTU-5	2007	1	\$ 1,500	\$ 1,500	2017	O	
WRC	Game/Teen	Comp RTU-4	2007	1	\$ 1,500	\$ 1,500	2017	O	
WRC	Meeting	Comp RTU-3	2007	1	\$ 1,500	\$ 1,500	2017	O	
WRC	Gym	Comp RTU-1	2007	1	\$ 5,000	\$ 5,000	2017	O	
WRC	Office/Hallway	Comp RTU-6	2007	1	\$ 6,000	\$ 6,000	2017	O	
WRC	Maint	Comp BLR-1	2000	1	\$ 6,500	\$ 6,500	2017	O	
						\$ 207,300			
PARKS	Victoria South	Path Repair		1	\$ 8,000	\$ 8,000	2017	C&A	
PARKS	Sycamore	Path Repair		1	\$ 60,000	\$ 60,000	2017	C&A	
PARKS	Armstrong	Playground Replace		1	\$ 75,000	\$ 75,000	2017	C&A	
PARKS	Birch	Playground Replace		1	\$ 103,000	\$ 103,000	2017	C&A	
PARKS	Colony	Playground Replace		1	\$ 103,000	\$ 103,000	2017	C&A	
PARKS	Victoria South	Playground Replace		1	\$ 103,000	\$ 103,000	2017	C&A	
PARKS	Evergreen	Path Repair		1	\$ 111,050	\$ 111,050	2017	C&A	
BPC	Maint	Greens King VI	2000	2	\$ 28,000	\$ 56,000	2017	C	
PARKS	Equipment	410 Graco riding striper	2002	1	\$ 14,000	\$ 14,000	2017	C	
PARKS	Valley	Basketball court rebuild		1	\$ 19,300	\$ 19,300	2017	C	
PARKS	Equipment	563 Toro Z-Turn mower	2007	1	\$ 20,000	\$ 20,000	2017	C	
PARKS	Courts	Court Crackfill		1	\$ 21,152	\$ 21,152	2017	C	
PARKS	Vehicle	509 Chevy pickup	1988	1	\$ 33,000	\$ 33,000	2017	C	
PARKS	Vehicle	917 Chevy S-10 pickup	1997	1	\$ 33,000	\$ 33,000	2017	C	
PARKS	Vehicle	450 Chevy pickup extended cab	1993	1	\$ 35,000	\$ 35,000	2017	C	
PARKS	Vehicle	912 Chevy 1Ton pickup	1996	1	\$ 39,295	\$ 39,295	2017	C	
PARKS	Eisenhower	Track Resurface		1	\$ 60,000	\$ 60,000	2017	C	
PARKS	Parking Lots	Parking lot patch		1	\$ 103,000	\$ 103,000	2017	C	
PARKS	Eisenhower	Track Resurface		1	\$ 60,000	\$ 60,000	2017	C	
PSSWC	Lockerroom	Reconstruciton		1	\$ 300,000	\$ 300,000	2017	C	
WRC	Gym	Comp RTU-1	2007	1	\$ 10,000	\$ 10,000	2017	C	
WRC	Classrooms	Comp Multi Unit	2007	1	\$ 10,000	\$ 10,000	2017	C	
WRC	Gym	Unit RTU-1	2007	1	\$ 23,000	\$ 23,000	2017	C	
WRC	Office/Hallway	Unit RTU-6	2007	1	\$ 25,000	\$ 25,000	2017	C	
						\$ 1,651,097			
ADMIN	Desks	Annual Desktop Replacement		10	\$ 750	\$ 7,500	2018	O	
ADMIN	IT	Recablng Remote Facilities		1	\$ 20,000	\$ 20,000	2018	O	
BPC	Maint	Tractor Cage	1900	1	\$ 5,000	\$ 5,000	2018	O	
PARKS	Equipment	723 Shop welder	1988	1	\$ 5,000	\$ 5,000	2018	O	
PARKS	Admin	Video Security Upgrade		1	\$ 5,000	\$ 5,000	2018	O	
PSSWC	Pool	Pump#1 lap pool	2014	1	\$ 2,100	\$ 2,100	2018	O	
PSSWC	Gym	Curtains	2010	4	\$ 750	\$ 3,000	2018	O	
PSSWC	Admin	PSSWC - Copier	2011	1	\$ 8,500	\$ 8,500	2018	O	
PSSWC	Main Hall Fitness	Flooring (Carpet) Replace	2000	1	\$ 15,000	\$ 15,000	2018	O	
PSSWC	Gym	Gym curtain divider	2000	2	\$ 10,000	\$ 20,000	2018	O	
PSSWC	Lockerroom	Lock system	2000	1	\$ 20,000	\$ 20,000	2018	O	
PSSWC	Fitness Area	Fitness equipment	2008	5	\$ 5,000	\$ 25,000	2018	O	
PSSWC	Free Wt Area	Flooring Replace	2000	1	\$ 35,000	\$ 35,000	2018	O	
SEA	Pool	Pump#4 activity pool	2013	1	\$ 4,750	\$ 4,750	2018	O	
SEA	Pool	Pump#1 filter	2015	1	\$ 5,850	\$ 5,850	2018	O	
TC	Dance Room	Wood floor resurface	2005	1	\$ 4,000	\$ 4,000	2018	O	
TC	Admin	Virtual Computer Server (HEPD-AF	2013	3	\$ 2,000	\$ 6,000	2018	O	
TC	Admin	TC - Toshiba Color Copier	2014	1	\$ 8,000	\$ 8,000	2018	O	
TC	Admin	Microsoft Office Pro / Standard	2010	90	\$ 100	\$ 9,000	2018	O	
TC	Admin	HEPD - Comcast Upgrade Remote		1	\$ 10,000	\$ 10,000	2018	O	
TC	Admin	HEPD-Computer Server VH04 (MS	2013	1	\$ 12,000	\$ 12,000	2018	O	
TC	Admin	TC District copier - Kyocera 6500i	2013	1	\$ 16,000	\$ 16,000	2018	O	
TC	Admin	Windows 7 Pro	2010	90	\$ 200	\$ 18,000	2018	O	
						\$ 264,700			
PARKS	Armstrong	Path repair		1	\$ 14,340	\$ 14,340	2018	C&A	

PARKS	Charlemagne	Path repair		1	\$ 18,500	\$ 18,500	2018	C&A	
PARKS	S. Ridge	Playground replace		1	\$ 103,000	\$ 103,000	2018	C&A	
PARKS	Huntington	Playground replace		1	\$ 175,000	\$ 175,000	2018	C&A	
WRC	WRC	Playground replace		1	\$ 105,000	\$ 105,000	2018	C&A	
BPC	Maint	Sweep Star 60	1990	1	\$ 15,000	\$ 15,000	2018	C	
BPC	Maint	JD 4100 (range Tractor)	1900	1	\$ 20,000	\$ 20,000	2018	C	
BPC	Maint	Sandpro 5020	1994	2	\$ 15,000	\$ 30,000	2018	C	
PARKS	Equipment	558 Toro walk behind mower	1998	1	\$ 5,615	\$ 5,615	2018	C	
PARKS	Equipment	208 Tire machine	1993	1	\$ 6,000	\$ 6,000	2018	C	
PARKS	Equipment	209 Tire balancer	1995	1	\$ 6,000	\$ 6,000	2018	C	
PARKS	Equipment	Oil and grease delivery system	1993	1	\$ 10,000	\$ 10,000	2018	C	
PARKS	Equipment	556 Toro Z-turn mower	2009	1	\$ 20,000	\$ 20,000	2018	C	
PARKS	Vehicle	527 Chevy 4-door pickup	1991	1	\$ 28,070	\$ 28,070	2018	C	
PARKS	Vehicle	500 Ford explorer	2008	1	\$ 35,000	\$ 35,000	2018	C	
PARKS	Vehicle	513 Dodge 1Ton pickup	1998	1	\$ 39,295	\$ 39,295	2018	C	
PARKS	Courts	Court Crackfill		1	\$ 68,165	\$ 68,165	2018	C	
PARKS	Equipment	570 Toro 580D 4X4 mower	2003	1	\$ 80,000	\$ 80,000	2018	C	
PARKS	Parking Lots	Parking Lot Patch/Repair		1	\$ 130,358	\$ 130,358	2018	C	
SEA	Parking Lot	Patch		1	\$ 13,000	\$ 13,000	2018	C	
TC	Maint	Domestic hot water heater	1986	1	\$ 25,000	\$ 25,000	2018	C	
TC	Ice	Zamboni	2004	2	\$ 85,000	\$ 170,000	2018	C	
TC/WRC	Fitness Area	Fitness equipment	2008	2	\$ 5,000	\$ 10,000	2018	C	
VOG	Barn	Exterior siding	2003	1	\$ 25,000	\$ 25,000	2018	C	
						\$ 1,152,343			
ADMIN	Desks	Annual Desktop Replacement		10	\$ 750	\$ 7,500	2019	O	
BPC	Maint	Exterior building paint	1989	1	\$ 12,000	\$ 12,000	2019	O	
BPC	Maint	Domestic hot water heater	1989	1	\$ 15,000	\$ 15,000	2019	O	
BPC	Maint	Fire suppresion system	1989	1	\$ 15,000	\$ 15,000	2019	O	
BPC	Maint	Security alarm system	1989	1	\$ 15,000	\$ 15,000	2019	O	
BPC	Poplar Room	Carpet	2009	1	\$ 25,000	\$ 25,000	2019	O	
BPC	Maint	Elevator	1989	1	\$ 50,000	\$ 50,000	2019	O	
PARKS	Equipment	541 Samson mowing trailer	1989	1	\$ 4,015	\$ 4,015	2019	O	
PARKS	Equipment	403 Striping trailer	1979	1	\$ 4,500	\$ 4,500	2019	O	
PSSWC	Climbing Wall	Fall absorption surface replace	2000	1	\$ 8,000	\$ 8,000	2019	O	
PSSWC	Service Desk	Furniture	2000	40	\$ 500	\$ 20,000	2019	O	
PSSWC	Fitness Area	Fitness equipment		5	\$ 5,000	\$ 25,000	2019	O	
SEA	Pool	Pump#5 tube slide	2015	1	\$ 4,800	\$ 4,800	2019	O	
SEA	Pool	Pump #2 filter	2014	1	\$ 5,950	\$ 5,950	2019	O	
SEA	Pool	Deep end filter grates	2010	1	\$ 9,500	\$ 9,500	2019	O	
TC	Ice	Jacket cooling pump	2004	1	\$ 4,000	\$ 4,000	2019	O	
TC	Admin	Virtual computer servers (HEPD-R	2014	3	\$ 2,000	\$ 6,000	2019	O	
TC	Admin	HEPD - director laptops	2015	6	\$ 1,200	\$ 7,200	2019	O	
TC	Ice	Cold Brine Pump Impeller	2004	3	\$ 2,666	\$ 7,998	2019	O	
TC	Ice	Warm Brine Pump Impeller Replac	2004	3	\$ 2,666	\$ 7,998	2019	O	
TC	Ice	Warmfloor heat ExchangerReplac	2004	1	\$ 8,000	\$ 8,000	2019	O	
TC	Ice	Water Pump ImpellerReplace	2004	2	\$ 4,000	\$ 8,000	2019	O	
TC	Admin	HP P2000 G3 MSA (Mod San Array	2014	1	\$ 9,000	\$ 9,000	2019	O	
TC/WRC	Fitness	Fitness equipment	2000	2	\$ 5,000	\$ 10,000	2019	O	
WRC	Admin	Video security upgrade		1	\$ 5,000	\$ 5,000	2019	O	
						\$ 294,461			
PARKS	Huntington	Path rebuild		1	\$ 25,065	\$ 25,065	2019	C&A	
PARKS	Olmstead	Path rebuild		1	\$ 25,558	\$ 25,558	2019	C&A	
PARKS	Fabbrini	Fitness area replace		1	\$ 30,000	\$ 30,000	2019	C&A	
PARKS	S. Ridge	Fitness area replace		1	\$ 30,000	\$ 30,000	2019	C&A	
PARKS	Princeton	Splashpad replace		1	\$ 45,000	\$ 45,000	2019	C&A	
PARKS	Pine	Tot lot replace		1	\$ 54,000	\$ 54,000	2019	C&A	
PARKS	Fabrini N. Oakdale	Playground replace		1	\$ 103,000	\$ 103,000	2019	C&A	
PARKS	Princeton	Playground replace		1	\$ 103,000	\$ 103,000	2019	C&A	
PARKS	Fabbrini McArthur	Playground replace		1	\$ 150,000	\$ 150,000	2019	C&A	
PARKS	S. Ridge	Path rebuild		1	\$ 315,000	\$ 315,000	2019	C&A	
BPC	Maint	Ground master 3150	2003	2	\$ 30,000	\$ 60,000	2019	C	
BPC	Maint	Roof flat	1989	1	\$ 60,000	\$ 60,000	2019	C	
PARKS	Huntington	Path patch		1	\$ 3,800	\$ 3,800	2019	C	
PARKS	Equipment	539 Ideal trailer	1989	1	\$ 5,870	\$ 5,870	2019	C	
PARKS	Equipment	465 Graco riding striper	2005	1	\$ 13,475	\$ 13,475	2019	C	

PARKS	Vehicle	515 Dodge dakota pickup	1999	1	\$ 20,240	\$ 20,240	2019	C	
PARKS	Equipment	567 Toro Z-turn mower	2011	2	\$ 20,000	\$ 40,000	2019	C	
PARKS	Vehicle	492 Ford explorer limited	2014	1	\$ 46,350	\$ 46,350	2019	C	
PARKS	Basketball/Tennis Court	Court Crackfill		1	\$ 70,837	\$ 70,837	2019	C	
PARKS	Equipment	559 Toro 580D mower	1999	1	\$ 80,835	\$ 80,835	2019	C	
PARKS	Parking Lots	Parking lot patch		1	\$ 107,835	\$ 107,835	2019	C	
TC	Ice	Ice Brine Chiller and Surge Drum Repl	2004	1	\$ 55,000	\$ 55,000	2019	C	
TC	Ice	Brine Chiller and Surge Drum Repl	2004	1	\$ 100,000	\$ 100,000	2019	C	
						\$ 1,544,865			
ADMIN	Desks	Annual Desktop Replacement		10	\$ 750	\$ 7,500	2020	O	
BPC	Admin	BPC - Kyocera 4501i Copier	2015	1	\$ 5,500	\$ 5,500	2020	O	
BPC	Main Kitchen	Freezer	1900	1	\$ 5,500	\$ 5,500	2020	O	
BPC	Maint	Exterior building paint	2000	1	\$ 12,000	\$ 12,000	2020	O	
PARKS	Equipment	451 Perma green fert/sprayer	2003	1	\$ 5,615	\$ 5,615	2020	O	
PSSWC	Pool	Pump#2 activity pool	2015	1	\$ 2,150	\$ 2,150	2020	O	
PSSWC	Lockerroom-family	Comp RTU-11	2000	1	\$ 3,500	\$ 3,500	2020	O	
PSSWC	Tennis	Furniture	2012	5	\$ 700	\$ 3,500	2020	O	
PSSWC	Admin	Video security upgrades		1	\$ 5,000	\$ 5,000	2020	O	
PSSWC	Maint	Domestic hot water heater	2000	1	\$ 9,000	\$ 9,000	2020	O	
PSSWC	Track hallway	Carpet Replace	2000	1	\$ 10,000	\$ 10,000	2020	O	
PSSWC	Maint	Steam room mechanical equipme	2000	1	\$ 11,000	\$ 11,000	2020	O	
PSSWC	Lockerrooms	Funriture	2012	6	\$ 2,000	\$ 12,000	2020	O	
PSSWC	Group Exercise Studio	Mirror replace	2000	13	\$ 1,000	\$ 13,000	2020	O	
PSSWC	Maint	Domestic hot water heater	2000	1	\$ 15,000	\$ 15,000	2020	O	
PSSWC	Tennis Area	Flooring Resurface	2000	3	\$ 6,000	\$ 18,000	2016	O	
PSSWC	Fitness Area	Fitness equipment	2000	5	\$ 5,000	\$ 25,000	2020	O	
PSSWC	Tennis Area	Net/Dividers Replace	2010	7	\$ 5,000	\$ 35,000	2020	O	
SEA	Pool Amenities	Facility Sign	1995	1	\$ 5,000	\$ 5,000	2020	O	
SEA	Maint	Exterior building paint	2005	1	\$ 5,000	\$ 5,000	2020	O	
SEA	Maint	Irrigation system	2000	1	\$ 5,000	\$ 5,000	2020	O	
SEA	Maint	Domestic hot water heater	2000	1	\$ 7,500	\$ 7,500	2020	O	
TC	Ice	Sound System	2005	2	\$ 1,500	\$ 3,000	2020	O	
TC	Admin	Virtual Computer Servers (HEPD-C	2015	2	\$ 2,500	\$ 5,000	2020	O	
TC	Admin	TC N - Kyocera 4501i Copier	2015	1	\$ 5,500	\$ 5,500	2020	O	
TC	Maint	Whirlpool mechanical system	2000	1	\$ 7,000	\$ 7,000	2020	O	
TC	Admin	HEPD - Cisco Firewall/Barracuda S	2015	3	\$ 3,000	\$ 9,000	2020	O	
TC	Ice	Zamboni Doors	2005	2	\$ 5,000	\$ 10,000	2020	O	
TC	Admin	HEPD Computer Server-VH03 (Rec	2015	1	\$ 12,000	\$ 12,000	2020	O	
TC	Admin	SHOREDIR (Shoretel Phone Server	2015	1	\$ 12,000	\$ 12,000	2020	O	
TC	Admin	HEPD - Network Switches, Routers	2015	13	\$ 2,750	\$ 35,750	2020	O	
TC/WRC	Fitness Area	Fitness Equipment	2000	2	\$ 5,000	\$ 10,000	2020	O	
VOG	Barn Upper Level	Kitchen Windows	2003	3	\$ 1,000	\$ 3,000	2020	O	
VOG	House Upper Level	Doors	2003	3	\$ 1,200	\$ 3,600	2020	O	
VOG	Barn Upper Level	Office Windows	2003	5	\$ 1,000	\$ 5,000	2020	O	
VOG	House	Replace flooring	2003	2	\$ 3,000	\$ 6,000	2020	O	
VOG	House Lower Level	Windows	2003	7	\$ 1,000	\$ 7,000	2020	O	
WRC	Main Doors	Replace	2003	4	\$ 1,500	\$ 6,000	2020	O	
WRC	Locker Room West	Tile Floor Replace	2003	1	\$ 10,000	\$ 10,000	2020	O	
WRC	Office General	Cubicals	2003	2	\$ 5,000	\$ 10,000	2020	O	
						\$ 380,615			
PARKS	N. Ridge	Path replace		1	\$ 13,000	\$ 13,000	2020	C&A	
PARKS	Pine	Path replace		1	\$ 13,888	\$ 13,888	2020	C&A	
PARKS	Community	Fitness area replace		1	\$ 38,000	\$ 38,000	2020	C&A	
PARKS	Community	Playground replace		1	\$ 103,000	\$ 103,000	2020	C&A	
PARKS	Cannon	Path replace		1	\$ 103,258	\$ 103,258	2020	C&A	
PARKS	Community	Splashpad replace		1	\$ 118,000	\$ 118,000	2020	C&A	
BPC	Maint	Road reconstruction		1	\$ 26,000	\$ 26,000	2020	C	
BPC	Maint	Toro Mult-Pro 1250 Sprayer	2005	1	\$ 40,000	\$ 40,000	2020	C	
PARKS	Courts	Court Crackfill		1	\$ 11,500	\$ 11,500	2020	C	
PARKS	Equipment	546 Toro Z-turn mower	2013	1	\$ 20,000	\$ 20,000	2020	C	
PARKS	Equipment	547 Toro Z-turn mower	2013	1	\$ 20,000	\$ 20,000	2020	C	
PARKS	Vehicle	508 Ford E250 van	2008	1	\$ 22,660	\$ 22,660	2020	C	
PARKS	Vehicle	495 Ford explorer	2005	1	\$ 32,750	\$ 32,750	2020	C	
PARKS	Victoria	Tennis court replace		1	\$ 85,000	\$ 85,000	2020	C	

PARKS	Parking Lots	Lot Patch Crackfill		1	\$ 128,450	\$ 128,450	2020	C	
PARKS	Fabbrini	Tennis court replace		1	\$ 130,000	\$ 130,000	2020	C	
PSSWC	Member lockerroom	Unit RTU-4	2000	1	\$ 20,000	\$ 20,000	2020	C	
PSSWC	Tennis Courts	Unit RTU-3	2000	1	\$ 25,000	\$ 25,000	2020	C	
PSSWC	Gym	Comp RTU-1	2000	1	\$ 35,000	\$ 35,000	2020	C	
PSSWC	Service Desk	Comp RTU-2	2000	1	\$ 35,000	\$ 35,000	2020	C	
PSSWC	Maint	Exterior painting	2000	1	\$ 60,000	\$ 60,000	2020	C	
PSSWC	Maint	Roof	2000	1	\$ 125,000	\$ 125,000	2020	C	
SEA	Maint	Fire suppresion system	2000	1	\$ 15,000	\$ 15,000	2020	C	
SEA	Maint	Security alarmsystem	2000	1	\$ 15,000	\$ 15,000	2020	C	
SEA	Pool	Water play feature	2000	1	\$ 23,000	\$ 23,000	2020	C	
VOG	Barn Lower Level	Teen Center Office Windows	2003	16	\$ 1,500	\$ 24,000	2020	C	
WRC	Maint	Sky lights	1981	1	\$ 45,000	\$ 45,000	2020	C	
						\$ 1,327,506			
ADMIN	Desks	Annual Desktop Replacement		10	\$ 750	\$ 7,500	2021	O	
BPC	Admin	BPC-Video Security -		1	\$ 5,000	\$ 5,000	2021	O	
BPC	Maint	HV100 Press	1985	1	\$ 5,000	\$ 5,000	2021	O	
BPC	Maint	Utility Cart	2013	1	\$ 5,000	\$ 5,000	2021	O	
BPC	Maint	Turf 2	2001	1	\$ 6,000	\$ 6,000	2021	O	
BPC	Maint	Turf 2	1999	1	\$ 6,000	\$ 6,000	2021	O	
BPC	Maint	Turf 2	1999	1	\$ 6,000	\$ 6,000	2021	O	
BPC	Bar & Grill	TVS	2011	5	\$ 1,500	\$ 7,500	2021	O	
PARKS	Equipment	212 Toro snowblower 621R	2011	1	\$ 465	\$ 465	2021	O	
PARKS	Equipment	402 Ballfield trailer big	2001	1	\$ 4,500	\$ 4,500	2021	O	
PARKS	Equipment	404 Water trailer	2001	1	\$ 4,500	\$ 4,500	2021	O	
PARKS	Courts	Court Crackfill		1	\$ 8,600	\$ 8,600	2021	C	
PARKS	Equipment	476 Graco riding striper	2011	1	\$ 13,475	\$ 13,475	2021	C	
PARKS	Equipment	545 Toro Z-turn mower	2013	1	\$ 20,000	\$ 20,000	2021	C	
PARKS	Vehicle	519 Dodge ram 2500 pickup	2001	1	\$ 22,454	\$ 22,454	2021	C	
PARKS	Vehicle	517 Chevy van	2001	1	\$ 25,853	\$ 25,853	2021	C	
PARKS	Vehicle	511 Dodge 2500 4x4 pickup	2001	1	\$ 30,000	\$ 30,000	2021	C	
PARKS	Vehicle	533 Ford E250	2011	1	\$ 33,000	\$ 33,000	2021	C	
PARKS	Equipment	571 Toro 580D 4x4 mower	2006	1	\$ 80,000	\$ 80,000	2021	C	
PARKS	Cipri	Playground replace		1	\$ 105,000	\$ 105,000	2021	C	
PARKS	Parking Lots	Parking lot patch		1	\$ 125,000	\$ 125,000	2021	C	
PARKS	Westbury	Path replace		1	\$ 51,120	\$ 51,120	2021	C&A	
PARKS	Charlemagne	Tennis court replace		1	\$ 85,000	\$ 85,000	2021	C	
PARKS	S. Ridge	Tennis court replace		1	\$ 85,000	\$ 85,000	2021	C	
PARKS	Highland	Playground replace		1	\$ 103,000	\$ 103,000	2021	C&A	
PARKS	Hoffman	Playground replace		1	\$ 103,000	\$ 103,000	2021	C&A	
PARKS	Hunter's Ridge E	Playground replace		1	\$ 103,000	\$ 103,000	2021	C&A	
PARKS	Tall Oaks	Playground replace		1	\$ 105,000	\$ 105,000	2021	C&A	
PSSWC	Fitness Area	Fitness equipment	2013	5	\$ 5,000	\$ 25,000	2021	O	
PSSWC	PSSWC	Playground replace		1	\$ 103,000	\$ 103,000	2021	C&A	
SEA	Pool	Guard chair replace	2010	4	\$ 8,000	\$ 32,000	2021	C	
SEA	Pool	Pool water heaters (2)	2000	2	\$ 75,000	\$ 150,000	2021	C	
TC	Roof & Panels	Replace	1985	1	\$ 400,000	\$ 400,000	2021	C	
TC/WRC	Fitness	Fitness Equipment		2	\$ 5,000	\$ 10,000	2021	O	
VOG	Path	Path replace		1	\$ 38,480	\$ 38,480	2021	C&A	
ADMIN	Desks	Annual Desktop Replacement		10	\$ 750	\$ 7,500	2022	O	
BPC	Maint	Freedom NB	2012	1	\$ 5,000	\$ 5,000	2022	C	
BPC	Kitchen, Main	Fryers	1900	2	\$ 3,500	\$ 7,000	2022	C	
BPC	Kitchen, Upstairs	Broiler	1900	1	\$ 7,500	\$ 7,500	2022	C	
PARKS	Work Area	Comp furnace	2002	1	\$ 1,500	\$ 1,500	2022	O	
PARKS	Mechanic Area	Comp furnace	2002	1	\$ 1,500	\$ 1,500	2022	O	
PARKS	Wash Bay	Comp furnace	2002	1	\$ 1,500	\$ 1,500	2022	O	
PARKS	Work Area	Unit furnace	2002	1	\$ 1,500	\$ 1,500	2022	O	
PARKS	Mechanic Area	Unit furnace	2002	1	\$ 1,500	\$ 1,500	2022	O	
PARKS	Wash Bay	Unit furnace	2002	1	\$ 1,500	\$ 1,500	2022	O	
PARKS	Equipment	223 Wacker compactor	2012	1	\$ 1,960	\$ 1,960	2022	O	
PARKS	Equipment	812 Ryan aerator	1992	1	\$ 2,810	\$ 2,810	2022	O	
PARKS	Break/Conf Room	Comp RTU-1	2002	1	\$ 3,000	\$ 3,000	2022	O	
PARKS	Dir office/Reception	Comp RTU-2	2002	1	\$ 3,000	\$ 3,000	2022	O	
PARKS	Supervisor Area	Comp RTU-3	2002	1	\$ 3,000	\$ 3,000	2022	O	
PARKS	Break/Conf Room	Unit RTU-1	2002	1	\$ 3,000	\$ 3,000	2022	O	
PARKS	Dir office/Reception	Unit RTU-2	2002	1	\$ 3,000	\$ 3,000	2022	O	

PARKS	Supervisor Area	Unit RTU-3	2002	1	\$ 3,000	\$ 3,000	2022	O	
PARKS	Maint	Fuel pump mechanical	2002	3	\$ 2,333	\$ 6,999	2022	C	
PARKS	Courts	Crackfill		1	\$ 9,028	\$ 9,028	2022	C	
PARKS	Equipment	422 Kifco water reel	2010	1	\$ 9,270	\$ 9,270	2022	C	
PARKS	Parking Lots	Crackfill		1	\$ 15,000	\$ 15,000	2022	C	
PARKS	Maint	Fuel pumps	2002	3	\$ 6,000	\$ 18,000	2022	C	
PARKS	Maint	Exterior service doors	2002	6	\$ 3,333	\$ 19,998	2022	C	
PARKS	Equipment	576 Toro Z-turn mower	2015	1	\$ 20,000	\$ 20,000	2022	C	
PARKS	Equipment	577 Toro Z-turn mower	2015	1	\$ 20,000	\$ 20,000	2022	C	
PARKS	Equipment	578 Toro Z-turn mower	2015	1	\$ 20,000	\$ 20,000	2022	C	
PARKS	Vehicle	512 GMC 2500 4x4 pickup	2002	1	\$ 25,853	\$ 25,853	2022	C	
PARKS	Vehicle	518 Dodge Ram 1500 van	2002	1	\$ 29,000	\$ 29,000	2022	C	
PARKS	Vehicle	506 Dodge Ram 1500 van	2002	1	\$ 29,500	\$ 29,500	2022	C	
PARKS	Vehicle	493 Ford Escape hybrid	2012	1	\$ 33,070	\$ 33,070	2022	C	
PARKS	Maint	Fencing	2002	1	\$ 35,000	\$ 35,000	2022	C	
PARKS	Maint	Overhead door openers	2002	5	\$ 7,000	\$ 35,000	2022	C	
PARKS	Canterbury Park Place	Path repair		1	\$ 35,409	\$ 35,409	2022	C&A	
PARKS	Maint	Overhead doors	2002	5	\$ 10,000	\$ 50,000	2022	C	
PARKS	Maint	Roof	2002	1	\$ 80,000	\$ 80,000	2022	C	
PARKS	Maint	Underground fuel tanks	2002	2	\$ 40,000	\$ 80,000	2022	C	
PARKS	Evergreen	Tennis court replace		1	\$ 85,000	\$ 85,000	2022	C	
PARKS	Olmstead	Tennis court replace		1	\$ 85,000	\$ 85,000	2022	C	
PARKS	Blackbear	Playground replace		1	\$ 103,000	\$ 103,000	2022	C&A	
PARKS	Cipri	Playground replace		1	\$ 103,000	\$ 103,000	2022	C&A	
PSSWC	Massage Room East	Floors Replace	2010	1	\$ 5,000	\$ 5,000	2022	O	
PSSWC	Massage West	Carpet Replace	2010	1	\$ 5,000	\$ 5,000	2022	O	
PSSWC	1st Floor Heat/AC	Comp AH-2	2002	1	\$ 25,000	\$ 25,000	2022	C	
PSSWC	Fitness	Fitness equipment		5	\$ 5,000	\$ 25,000	2022	O	
SEA	Maint	Roll up doors	2000	2	\$ 8,500	\$ 17,000	2022	C	
SEA	Concessions	Concession picnic tables	2000	7	\$ 2,500	\$ 17,500	2022	O	
TC	Dance Room	Flooring Resurface	2014	2	\$ 500	\$ 1,000	2022	O	
TC	Gym	Flooring Resurface	2014	2	\$ 4,000	\$ 8,000	2022	C	
TC	Ice	Dehumidification Unit Dessicant V	2014	2	\$ 20,500	\$ 41,000	2022	C	
TC	Ice	Dehumidification Unit	2014	2	\$ 60,000	\$ 120,000	2022	C	
TC/WRC	Fitness	Fitness equipment		2	\$ 5,000	\$ 10,000	2022	O	
VOG	Barn	1st floor - Comp AH-1	2002	1	\$ 20,000	\$ 20,000	2022	C	
VOG	Barn	2nd floor - Unit AH-1	2002	1	\$ 25,000	\$ 25,000	2022	C	
BPC	Maint	Cleanup Aerification	1900	1	\$ 6,000	\$ 6,000	2023	C	
BPC	Maint	7200 Zero Turn	2007	1	\$ 18,000	\$ 18,000	2023	C	
BPC	Maint	YM 336	1900	1	\$ 20,000	\$ 20,000	2023	C	
PARKS	Equipment	213 Toro snow blower	2013	1	\$ 465	\$ 465	2023	O	
PARKS	Equipment	460 Honda water pump	2013	1	\$ 515	\$ 515	2023	O	
PARKS	Equipment	910 Bradco trencher	2003	1	\$ 3,820	\$ 3,820	2023	O	
PARKS	Equipment	903 Alitac stump grinder	2003	1	\$ 4,490	\$ 4,490	2023	O	
PARKS	Courts	Crackfill		1	\$ 8,088	\$ 8,088	2023	C	
PARKS	Equipment	426 Kifco water reel	2003	1	\$ 9,270	\$ 9,270	2023	C	
PARKS	Equipment	706 Sulair air compressor	2003	1	\$ 10,920	\$ 10,920	2023	C	
PARKS	Equipment	425 Genie boom lift	2003	1	\$ 13,475	\$ 13,475	2023	C	
PARKS	Parking Lots	Crackfill		1	\$ 15,000	\$ 15,000	2023	C	
PARKS	Hunter's Ridge	Path repair		1	\$ 24,272	\$ 24,272	2023	C&A	
PARKS	Vehicle	523 Chevy 2500 crew cab	2003	1	\$ 25,850	\$ 25,850	2023	C	
PARKS	Vehicle	528 Chevy 2500 crew cab	2003	1	\$ 25,850	\$ 25,850	2023	C	
PARKS	Vehicle	524 Ford F350 dump w/plow	2003	1	\$ 39,295	\$ 39,295	2023	C	
PARKS	Vehicle	510 Frightline bus	2003	1	\$ 84,202	\$ 84,202	2023	C	
PARKS	Victoria	Tennis court replace		1	\$ 85,000	\$ 85,000	2023	C	
PARKS	Charlemagne	Playground replace		1	\$ 100,000	\$ 100,000	2023	C&A	
PARKS	Equipment	542 International plow/spreader	2013	1	\$ 118,450	\$ 118,450	2023	C	
PARKS	Sycamore	Playground replace		1	\$ 150,000	\$ 150,000	2023	C&A	
PARKS	Canterbury Fields	Playground replace		1	\$ 175,000	\$ 175,000	2023	C&A	
PARKS	Blackbear	Path repair		1	\$ 72,131	\$ 72,131	2023	C&A	
PSSWC	Fitness	Fitness Equipment		5	\$ 5,000	\$ 25,000	2023	C	
SEA	Maint	Fencing replace	2000	1	\$ 49,000	\$ 49,000	2023	C	
SEA	Playground	Playground replace		1	\$ 135,000	\$ 135,000	2023	C&A	
TC/WRC	Fitness	Fitness Equipment		2	\$ 5,000	\$ 10,000	2023	C	
VOG	House	Basement floor paint		1	\$ 3,000	\$ 3,000	2023	O	
VOG	House	Fire suppression system	2003	1	\$ 5,000	\$ 5,000	2023	C	
VOG	House	Security alarm system	2003	1	\$ 5,000	\$ 5,000	2023	C	

VOG	House	Exterior painting	2003	1	\$ 7,500	\$ 7,500	2023	C	
VOG	House	Flat roof	2003	1	\$ 7,500	\$ 7,500	2023	C	
VOG	House	Shingle roof	2003	1	\$ 15,000	\$ 15,000	2023	C	
VOG	Barn	Exterior painting	2003	1	\$ 40,000	\$ 40,000	2023	C	
VOG	Barn	Shingle roof	2003	1	\$ 70,000	\$ 70,000	2023	C	
WRC	Tennis Court	Replace tennis court		1	\$ 85,000	\$ 85,000	2023	C	
BPC	Maint	Blower	2004	1	\$ 5,000	\$ 5,000	2024	C	
BPC	Kitchen, Main	Line Cooler	2009	1	\$ 5,000	\$ 5,000	2024	C	
BPC	Maint	GroundsMaster 4000D	2009	1	\$ 60,000	\$ 60,000	2024	C	
PARKS	Equipment	834 Classic trailer	1994	1	\$ 4,490	\$ 4,490	2024	O	
PARKS	Courts	Crackfill		1	\$ 7,925	\$ 7,925	2024	C	
PARKS	Equipment	915 Bobcat auger	1994	1	\$ 9,270	\$ 9,270	2024	C	
PARKS	Parking Lots	Patch		1	\$ 15,000	\$ 15,000	2024	C	
PARKS	Cannon	Tennis court replace		1	\$ 42,000	\$ 42,000	2024	C	
PARKS	Walnut Pond	Path Repair		1	\$ 42,753	\$ 42,753	2024	C&A	
PARKS	Victoria N.	Path Repair		1	\$ 47,365	\$ 47,365	2024	C&A	
PARKS	Olmstead	Playground Replace		1	\$ 100,000	\$ 100,000	2024	C&A	
PARKS	Sundance	Playground Replace		1	\$ 100,000	\$ 100,000	2024	C&A	
PARKS	Fairview	Playground Replace		1	\$ 150,000	\$ 150,000	2024	C&A	
PARKS	Bode-Salem	Playground Replace		1	\$ 100,000	\$ 100,000	2024	C&A	
PSSWC	Fitness	Fitness Equipment		5	\$ 5,000	\$ 25,000	2024	C	
PSSWC	Maint	Elevator	2000	1	\$ 50,000	\$ 50,000	2024	C	
TC	Server Room	Comp CU-IT	2004	1	\$ 1,800	\$ 1,800	2024	O	
TC	Server Room	Unit CU-IT	2004	1	\$ 1,800	\$ 1,800	2024	O	
TC	Whirlpool	Comp CU-14	2004	1	\$ 2,800	\$ 2,800	2024	O	
TC	Whirlpool	Unit CU-14	2004	1	\$ 2,800	\$ 2,800	2024	O	
TC	Aerobics Room	Comp RTU-2	2004	1	\$ 4,500	\$ 4,500	2024	O	
TC	Aerobics Room	Unit RTU-2	2004	1	\$ 4,500	\$ 4,500	2024	O	
TC	Lower Level North	Comp RTU-13	2004	1	\$ 4,500	\$ 4,500	2024	O	
TC	Lower Level North	Unit RTU-13	2004	1	\$ 4,500	\$ 4,500	2024	O	
TC	Office Exterior	Comp RTU-6	2004	1	\$ 4,500	\$ 4,500	2024	O	
TC	Office Exterior	Unit RTU-6	2004	1	\$ 4,500	\$ 4,500	2024	O	
TC	Wolves Upper Level	Comp RTU-8	2004	1	\$ 4,500	\$ 4,500	2024	O	
TC	Wolves Upper Level	Unit RTU-8	2004	1	\$ 4,500	\$ 4,500	2024	O	
TC	Lobby Lower Level	Comp RTU-10	2004	1	\$ 5,500	\$ 5,500	2024	C	
TC	Lobby Lower Level	Unit RTU-10	2004	1	\$ 5,500	\$ 5,500	2024	C	
TC	Lockerrooms	Comp RTU-3	2004	1	\$ 5,500	\$ 5,500	2024	C	
TC	Lockerrooms	Unit RTU-3	2004	1	\$ 5,500	\$ 5,500	2024	C	
TC	Upper Level North	Comp RTU-12	2004	1	\$ 5,500	\$ 5,500	2024	C	
TC	Upper Level North	Unit RTU-12	2004	1	\$ 5,500	\$ 5,500	2024	C	
TC	Lobby Upper Level	Comp RTU-11	2004	1	\$ 20,000	\$ 20,000	2024	C	
TC	Lobby Upper Level	Unit RTU-11	2004	1	\$ 20,000	\$ 20,000	2024	C	
TC	Office Interior	Comp RTU-7	2004	1	\$ 20,000	\$ 20,000	2024	C	
TC	Office Interior	Unit RTU-7	2004	1	\$ 20,000	\$ 20,000	2024	C	
TC	Wolves Lower Level	Comp RTU-9	2004	1	\$ 20,000	\$ 20,000	2024	C	
TC	Wolves Lower Level	Unit RTU-9	2004	1	\$ 20,000	\$ 20,000	2024	C	
TC	Fitness Center	Comp RTU-1	2004	1	\$ 25,000	\$ 25,000	2024	C	
TC	Fitness Center	Unit RTU-1	2004	1	\$ 25,000	\$ 25,000	2024	C	
TC/WRC	Fitness	Fitness Equipment		2	\$ 5,000	\$ 10,000	2024	C	
VOG	Barn	Lower level elevator	2003	1	\$ 15,000	\$ 15,000	2024	C	
VOG	Barn	Elevator	2000	1	\$ 25,000	\$ 25,000	2024	C	
WRC	Facility Interior (Main L	Flooring Carpet & Tile	2013	1	\$ 10,000	\$ 10,000	2024	C	
WRC	Maint	Elevator	2000	1	\$ 50,000	\$ 50,000	2024	C	
BPC	Maint	JR Sod Cutter	1998	1	\$ 5,000	\$ 5,000	2025	C	
BPC	Maint	Brush Mower	1900	1	\$ 7,500	\$ 7,500	2025	C	
BPC	Kitchen, Upstairs	Coolers	1900	2	\$ 4,500	\$ 9,000	2025	C	
BPC	Maint	VertiDrain 7316	2008	1	\$ 20,000	\$ 20,000	2025	C	
BPC	Maint	Comp RTU-5	2005	1	\$ 20,000	\$ 20,000	2025	C	
BPC	Maint	JD 1070	1990	1	\$ 25,000	\$ 25,000	2025	C	
BPC	Maint	Greens	2008	1	\$ 30,000	\$ 30,000	2025	C	
BPC	Maint	Greens Master 3150	2008	1	\$ 30,000	\$ 30,000	2025	C	
BPC	Maint	Skid Steer 873	1995	1	\$ 30,000	\$ 30,000	2025	C	
BPC	Maint	Grinding	1998	1	\$ 35,000	\$ 35,000	2025	C	
PARKS	Equipment	464 Billy goat sod cutter	2005	1	\$ 1,685	\$ 1,685	2025	O	
PARKS	Equipment	401 Ball field trailer	1995	1	\$ 4,500	\$ 4,500	2025	O	
PARKS	Equipment	457 1ST Products seed-a-tor	2005	1	\$ 7,300	\$ 7,300	2025	C	
PARKS	Equipment	203 Water reel	1995	1	\$ 7,520	\$ 7,520	2025	C	

PARKS	Equipment	456 Quick pass top dresser	2005	1	\$	10,095	\$	10,095	2025	C
PARKS	Vehicle	520 Dodge dakota pickup	2005	1	\$	19,650	\$	19,650	2025	C
PARKS	Canterbury Fields	Path Repair		1	\$	33,966	\$	33,966	2025	C&A
PARKS	Vehicle	491 Ford F150 4x4	2015	1	\$	36,050	\$	36,050	2025	C
PARKS	Vehicle	475 Ford F250 w/plow	2015	1	\$	36,050	\$	36,050	2025	C
PARKS	Beacon Pt Wetlands	Path repair		1	\$	79,920	\$	79,920	2025	C&A
PARKS	Cannon	Playground Replace		1	\$	175,000	\$	175,000	2025	C&A
PSSWC	Laundry Room	Dryer	2005	3	\$	4,000	\$	12,000	2025	C
PSSWC	Laundry Room	Washer	2010	3	\$	4,000	\$	12,000	2025	O
PSSWC	Cimbing Wall	Panel replacement	2000	10	\$	2,000	\$	20,000	2025	C
PSSWC	Fitness	Fitness equipment		5	\$	5,000	\$	25,000	2025	O
PSSWC	Family Changing Room	Tile Floors	2000	1	\$	40,000	\$	40,000	2025	C
PSSWC	Family Changing Room	Walls Repaint	2000	4	\$	10,000	\$	40,000	2025	C
PSSWC	Inddor track	Track replace	2000	1	\$	120,000	\$	120,000	2025	C
SEA	Manager's Office	Doors	1995	1	\$	2,000	\$	2,000	2025	C
SEA	Guard Lounge	Lockers	1995	1	\$	2,500	\$	2,500	2025	O
SEA	Maint	Exit turn style	2000	1	\$	5,500	\$	5,500	2025	C
SEA	Restroom	Sinks / Faucets	1995	6	\$	1,000	\$	6,000	2025	O
SEA	Maint	Sump pump	2015	1	\$	8,500	\$	8,500	2025	C
SEA	Mechanical Closet	Doors	1995	9	\$	2,000	\$	18,000	2025	O
SEA	Ceilings	Paint	1995	7	\$	3,000	\$	21,000	2025	C
SEA	Maint	Sled hill fencing	2005	1	\$	37,500	\$	37,500	2025	C
SEA	Pool	Underwater pool lights	2015	8	\$	11,000	\$	88,000	2025	C
SEA	Maint	Perimeter fencing	2000	1	\$	105,000	\$	105,000	2025	C
TC	Room 105 Child Care	Sink	2005	1	\$	300	\$	300	2025	O
TC	Kitchen	Plumbing / Sink	2005	1	\$	400	\$	400	2025	O
TC	Break room	Walls	2005	1	\$	500	\$	500	2025	O
TC	SR Center Kitchen	Sinks	2005	3	\$	233	\$	699	2025	O
TC	Board Room	Walls	2005	1	\$	1,000	\$	1,000	2025	O
TC	Break room	Counters & Cabinets	2005	1	\$	1,000	\$	1,000	2025	O
TC	Room Kiln	Walls	2005	1	\$	1,000	\$	1,000	2025	O
TC	Custodial Room	Doors	2005	1	\$	1,250	\$	1,250	2025	O
TC	Locker Room Men's	Doors	2005	1	\$	1,250	\$	1,250	2025	O
TC	Locker Room Womens	Doors	2005	1	\$	1,250	\$	1,250	2025	O
TC	PS Rooms 102, 103, 104	Restroom Toilet / Sink	2005	5	\$	250	\$	1,250	2025	O
TC	Restroom Mens	Doors	2005	1	\$	1,250	\$	1,250	2025	O
TC	Restroom Women Gen	Doors	2005	1	\$	1,250	\$	1,250	2025	O
TC	Room 110	Door	2005	1	\$	1,250	\$	1,250	2025	O
TC	Room 111	Door	2005	1	\$	1,250	\$	1,250	2025	O
TC	Gym Shelf	Fountain	2005	1	\$	1,500	\$	1,500	2025	O
TC	Locker Room Men's	Dryers	2005	3	\$	500	\$	1,500	2025	O
TC	Locker Room Womens	Dryers	2005	3	\$	500	\$	1,500	2025	O
TC	Restrooms	Plumbing, Precelin, Sink, Toilets	2005	2	\$	750	\$	1,500	2025	O
TC	Room Kiln	Flooring Tile	2005	1	\$	1,500	\$	1,500	2025	O
TC	Gym	Goal Padding	2012	2	\$	800	\$	1,600	2025	O
TC	Locker Room Men's	Mirrors	2005	3	\$	600	\$	1,800	2025	O
TC	Locker Room Womens	Mirrors	2005	3	\$	600	\$	1,800	2025	O
TC	Board Room	Carpet	2005	1	\$	2,000	\$	2,000	2025	O
TC	Break room	Flooring	2005	1	\$	2,000	\$	2,000	2025	O
TC	Gallery	Walls Paint	2005	1	\$	2,000	\$	2,000	2025	O
TC	Gym Storage Space	Fence Caging		1	\$	2,000	\$	2,000	2025	O
TC	Locker Room Men's	Benches	2005	4	\$	500	\$	2,000	2025	O
TC	Pro Shop	Walls	2005	1	\$	2,000	\$	2,000	2025	O
TC	Room 105 Child Care	Walls Paint	2005	1	\$	2,000	\$	2,000	2025	O
TC	Room 106 Child Care	Walls Paint	2005	1	\$	2,000	\$	2,000	2025	O
TC	Room 110	Walls Paint	2005	1	\$	2,000	\$	2,000	2025	O
TC	Room 111	Walls	2005	1	\$	2,000	\$	2,000	2025	O
TC	Room Art	Counters & Cabinets	2005	1	\$	2,000	\$	2,000	2025	O
TC	Room Art	Flooring Tile	2005	1	\$	2,000	\$	2,000	2025	O
TC	Room Art	Floors	2005	1	\$	2,000	\$	2,000	2025	O
TC	Room Billiards	Walls	2005	1	\$	2,000	\$	2,000	2025	O
TC	Locker Room Men's	Shower Fixtures	2005	7	\$	300	\$	2,100	2025	O
TC	Locker Room Womens	Shower Fixtures	2005	7	\$	300	\$	2,100	2025	O
TC	Board Room	Doors	2005	2	\$	1,250	\$	2,500	2025	O
TC	Room 105 Child Care	Doors	2005	2	\$	1,250	\$	2,500	2025	O
TC	Room 106 Child Care	Doors	2005	2	\$	1,250	\$	2,500	2025	O
TC	Room Art	Doors	2005	2	\$	1,250	\$	2,500	2025	O

TC	Room Billiards	Doors	2005	2	\$ 1,250	\$ 2,500	2025	O	
TC	Running Track	Door		2	\$ 1,250	\$ 2,500	2025	O	
TC	Ice	Scoreboards	2005	4	\$ 750	\$ 3,000	2025	O	
TC	PS Rooms 102, 103, 104	Carpet	2012	1	\$ 3,000	\$ 3,000	2025	O	
TC	PS Rooms 102, 103, 104	Floor Tile	2005	1	\$ 3,000	\$ 3,000	2025	O	
TC	PS Rooms 102, 103, 104	Walls Paint	2005	2	\$ 1,500	\$ 3,000	2025	O	
TC	Restroom Mens	Countertops	2005	1	\$ 3,000	\$ 3,000	2025	O	
TC	Restroom Mens	Sinks, Faucets, Toilets, Urinals	2005	6	\$ 500	\$ 3,000	2025	O	
TC	Restroom Women Gen	Countertops	2005	1	\$ 3,000	\$ 3,000	2025	O	
TC	Room 111	flooring, Carpet	2005	1	\$ 3,000	\$ 3,000	2025	O	
TC	Room Game	Walls Paint	2005	1	\$ 3,000	\$ 3,000	2025	O	
TC	SR Center Kitchen	Flooring	2005	1	\$ 3,000	\$ 3,000	2025	O	
TC	Whirlpool/Sauna	Doors (into Locker Rooms)	2005	2	\$ 1,500	\$ 3,000	2025	O	
TC	Gallery	Door	2005	3	\$ 1,250	\$ 3,750	2025	O	
TC	Gym Shelf	Door	2005	3	\$ 1,250	\$ 3,750	2025	O	
TC	Restroom Womens	Partitions	2005	3	\$ 1,333	\$ 3,999	2025	O	
TC	Dance Room	Sound System	2005	1	\$ 4,000	\$ 4,000	2025	O	
TC	Gallery	Cabinets & Cubbies	2005	1	\$ 4,000	\$ 4,000	2025	O	
TC	Gallery	Flooring	2005	1	\$ 4,000	\$ 4,000	2025	O	
TC	Gym Shelf	Walls	2005	1	\$ 4,000	\$ 4,000	2025	O	
TC	PS Rooms 102, 103, 104	Restroom Floor	2005	1	\$ 4,000	\$ 4,000	2025	O	
TC	Room 105 Child Care	Flooring, Tile	2005	1	\$ 4,000	\$ 4,000	2025	O	
TC	Room 106 Child Care	Flooring, Tile	2005	1	\$ 4,000	\$ 4,000	2025	O	
TC	Room Billiards	Flooring	2005	1	\$ 4,000	\$ 4,000	2025	O	
TC	SR Center Kitchen	Walls Panels	2005	15	\$ 300	\$ 4,500	2025	O	
TC	Gym Shelf	Ceiling Fans	2005	4	\$ 1,200	\$ 4,800	2025	O	
TC	Restroom Women Gen	Sinks, Faucets, Toilets	2005	12	\$ 416	\$ 4,992	2025	O	
TC	Admin/Registration Area	Walls	2015	1	\$ 5,000	\$ 5,000	2025	C	
TC	Board Room	Closets	2005	4	\$ 1,250	\$ 5,000	2025	O	
TC	Gallery	Counters	2005	1	\$ 5,000	\$ 5,000	2025	O	
TC	Gym	Scoreboard	2000	2	\$ 2,500	\$ 5,000	2025	C	
TC	Locker Room Men's	Countertops	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	Locker Room Men's	Walls Paint	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	Locker Room Womens	Countertops	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	Locker Room Womens	Walls Paint	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	Pro Shop	Flooring	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	PS Rooms 102, 103, 104	Cabinets	2005	5	\$ 1,000	\$ 5,000	2025	C	
TC	PS Rooms 102, 103, 104	Counters	2005	5	\$ 1,000	\$ 5,000	2025	C	
TC	PS Rooms 102, 103, 104	Doors	2005	4	\$ 1,250	\$ 5,000	2025	O	
TC	Restroom Mens	Partitions	2005	1	\$ 5,000	\$ 5,000	2025	O	
TC	Restroom Mens	Partitions	2005	2	\$ 2,500	\$ 5,000	2025	O	
TC	Restroom Mens	Sinks, Toilets, Mirrors, Change Tbl	2005	8	\$ 625	\$ 5,000	2025	O	
TC	Restroom Womens	Sinks, Toilets, Mirrors, Change Tbl	2005	8	\$ 625	\$ 5,000	2025	O	
TC	Room 105 Child Care	Cabinets	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	Room 106 Child Care	Cabinets	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	Room 106 Child Care	Cabinets	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	Room 110	Flooring	2005	1	\$ 5,000	\$ 5,000	2025	O	
TC	Room Game	Flooring	2005	1	\$ 5,000	\$ 5,000	2025	C	
TC	SPA/WHIRLPOOL	HOT WATER HEATERS	2005	2	\$ 2,500	\$ 5,000	2025	O	
TC	Admin/Registration Area	Counters, Cabinets	2005	2	\$ 3,000	\$ 6,000	2025	C	
TC	Admin/Registration Area	Tile	2005	1	\$ 6,000	\$ 6,000	2025	C	
TC	Gym Shelf	Curtain / Divider	2005	1	\$ 6,000	\$ 6,000	2025	O	
TC	Gym Shelf	Wall Padding	2005	1	\$ 6,000	\$ 6,000	2025	O	
TC	Gym Storage Space	Shelving		2	\$ 3,000	\$ 6,000	2025	C	
TC	Locker Room Men's	Partitions	2005	1	\$ 6,000	\$ 6,000	2025	C	
TC	Locker Room Womens	Partitions	2005	1	\$ 6,000	\$ 6,000	2025	C	
TC	SR Center Kitchen	Counters / Cabinets	2005	10	\$ 600	\$ 6,000	2025	C	
TC	Dance Room	Doors	2005	5	\$ 1,250	\$ 6,250	2025	C	
TC	Fitness Center Room 1	Doors	2005	5	\$ 1,250	\$ 6,250	2025	C	
TC	Dance Room	Mirrors	2005	6	\$ 1,200	\$ 7,200	2025	C	
TC	Room Game	Doors	2005	6	\$ 1,250	\$ 7,500	2025	C	
TC	Fitness Center Room 1	Flooring Carpet	2005	1	\$ 8,000	\$ 8,000	2025	C	
TC	Fitness Center Room 1	Flooring Weight Room	2005	1	\$ 8,000	\$ 8,000	2025	C	
TC	Gym Shelf	Flooring	2005	1	\$ 8,000	\$ 8,000	2025	C	
TC	Hallways/Common Area	Walls Paint	2005	1	\$ 8,000	\$ 8,000	2025	O	
TC	Restroom Women Gen	Partitions	2005	1	\$ 8,000	\$ 8,000	2025	O	
TC	SR Center Main Space	Walls Paint	2005	1	\$ 8,000	\$ 8,000	2025	C	



TC	Whirlpool/Sauna	Sauna Heater	2012	1	\$ 8,000	\$ 8,000	2025	C	
TC	Fitness Center Room 1	Mirrors	2005	6	\$ 1,500	\$ 9,000	2025	C	
TC	Fitness Center Room 1	Walls Paint	2005	1	\$ 10,000	\$ 10,000	2025	C	
TC	Gym	Bleachers	2012	2	\$ 5,000	\$ 10,000	2025	C	
TC	Gym	Curtain	2013	1	\$ 10,000	\$ 10,000	2025	C	
TC	Lobby Main/Reception	Counters	2005	1	\$ 10,000	\$ 10,000	2025	C	
TC	PS Rooms 102, 103, 104	Carpet	2005	2	\$ 5,000	\$ 10,000	2025	C	
TC	Restroom Mens	Flooring	2005	1	\$ 10,000	\$ 10,000	2025	C	
TC	Restroom Mens	Flooring	2005	1	\$ 10,000	\$ 10,000	2025	C	
TC	Restroom Women Gen	Floor	2005	1	\$ 10,000	\$ 10,000	2025	C	
TC	Restroom Womens	Flooring	2005	1	\$ 10,000	\$ 10,000	2025	C	
TC	Running Track	Walls & Railing Paint		1	\$ 10,000	\$ 10,000	2025	C	
TC	Whirlpool/Sauna	Sauna Room Wood	2005	1	\$ 10,000	\$ 10,000	2025	C	
TC	Whirlpool/Sauna	Tile Floor	2005	1	\$ 10,000	\$ 10,000	2025	C	
TC	Admin	HEPD - APC Symmetra Battery Tow	2015	1	\$ 11,000	\$ 11,000	2025	O	
TC	Gym	Basketball Standards	2000	6	\$ 2,000	\$ 12,000	2025	C	
TC	Lobby North	Counters	2005	1	\$ 12,000	\$ 12,000	2025	C	
TC	SR Center Main Space	Flooring	2005	1	\$ 12,000	\$ 12,000	2025	C	
TC	Stairwells Track (2)	Paint, replace rubber steps		2	\$ 6,000	\$ 12,000	2025	C	
TC	SR Center Main Space	Doors	2005	11	\$ 1,250	\$ 13,750	2025	C	
TC	Admin/Registration Area	Carpet	2015	1	\$ 15,000	\$ 15,000	2025	C	
TC	Hallways/Common Area	Railing	2005	1	\$ 15,000	\$ 15,000	2025	C	
TC	Restroom Mens	Walls	2005	1	\$ 15,000	\$ 15,000	2025	C	
TC	Restroom Womens	Walls	2005	1	\$ 15,000	\$ 15,000	2025	C	
TC	Whirlpool/Sauna	Retile	2005	1	\$ 15,000	\$ 15,000	2025	C	
TC	Maint	Fire suppression system	2005	1	\$ 15,000	\$ 15,000	2025	C	
TC	Maint	Pond railing	2005	1	\$ 15,000	\$ 15,000	2025	C	
TC	Maint	Security alarm system	2005	1	\$ 15,000	\$ 15,000	2025	C	
TC	Gym Shelf	Mirrors	2005	16	\$ 1,000	\$ 16,000	2025	C	
TC	Lobby North	Doors Main	2005	8	\$ 2,000	\$ 16,000	2025	C	
TC	Dance Room	Mirrors	2005	12	\$ 1,500	\$ 18,000	2025	C	
TC	Admin/Registration Area	Cubicles	2015	3	\$ 6,333	\$ 18,999	2025	C	
TC	Fitness Center Room 1	Fountains	2005	5	\$ 4,000	\$ 20,000	2025	C	
TC	Hallways/Common Area	Tile	2005	1	\$ 20,000	\$ 20,000	2025	C	
TC	Admin/Registration Area	Doors	2005	19	\$ 1,250	\$ 23,750	2025	C	
TC	Hallways/Common Area	Carpet	2005	1	\$ 30,000	\$ 30,000	2025	C	
TC	Locker Room Men's	Ceramic Tile Floor	2005	1	\$ 30,000	\$ 30,000	2025	C	
TC	Locker Room Womens	Ceramic Tile Floor	2005	1	\$ 30,000	\$ 30,000	2025	C	
TC	Maint	Exterior wood fencing	2005	1	\$ 30,000	\$ 30,000	2025	C	
TC	Lobby Main/Reception	Floor Tile	2005	1	\$ 35,000	\$ 35,000	2025	C	
TC	Locker Room Men's	Lockers	2005	1	\$ 35,000	\$ 35,000	2025	C	
TC	Locker Room Womens	Lockers	2005	1	\$ 35,000	\$ 35,000	2025	C	
TC	Running Track	Flooring		1	\$ 60,000	\$ 60,000	2025	C	
TC	Maint	Exterior building paint	2005	1	\$ 60,000	\$ 60,000	2025	C	
TC	Maint	Domestic hot water heater	2005	2	\$ 35,000	\$ 70,000	2025	C	
TC	Doors Interior	Replace		65	\$ 1,200	\$ 78,000	2025	C	
TC	Admin	Shoretel VOIP Phone System	2015	1	\$ 99,000	\$ 99,000	2025	O	
TC	Ice	Sports Floor	2005	1	\$ 100,000	\$ 100,000	2025	O	
TC	Maint	Exterior metal fencing	2005	1	\$ 100,000	\$ 100,000	2025	C	
TC	ADMIN/ICE	Hot water heaters	2005	4	\$ 30,000	\$ 120,000	2025	C	
TC	Lobby Main/Reception	Doors	2005	12	\$ 13,333	\$ 159,996	2025	C	
TC	Maint	Flat roof (2)	2005	2	\$ 112,500	\$ 225,000	2025	C	
TC/WRC	Fitness	Fitness equipment		2	\$ 5,000	\$ 10,000	2025	O	
VOG	House	Rec Area Light		5	\$ 200	\$ 1,000	2025	O	
VOG	Barn	Kitchen Cabinets	2003	3	\$ 1,000	\$ 3,000	2025	O	
VOG	House	Lower level flooring	2016	6	\$ 500	\$ 3,000	2025	O	
VOG	House	Replace lighting	2003	30	\$ 150	\$ 4,500	2025	O	
VOG	House	Upper level floors	2016	3	\$ 1,500	\$ 4,500	2025	O	
VOG	House	Front Porch		1	\$ 5,000	\$ 5,000	2025	C	
VOG	House	Upper level doors/windows	2003	6	\$ 1,000	\$ 6,000	2025	O	
VOG	House	Lower level doors		7	\$ 1,200	\$ 8,400	2025	O	
VOG	Barn	Teen Center Doors	2003	6	\$ 1,500	\$ 9,000	2025	C	
VOG	Barn	Replace lighting	2003	50	\$ 200	\$ 10,000	2025	C	
VOG	Barn	Upper level doors	2003	9	\$ 1,200	\$ 10,800	2025	C	
WRC	Preschool	Counters	1981	1	\$ 500	\$ 500	2025	O	
WRC	Tot Room	Sink	2003	1	\$ 500	\$ 500	2025	O	
WRC	Facility All Interior	Cabinets	2003	1	\$ 5,000	\$ 5,000	2025	C	

WRC	Racq Ct 1 Upper North	Emergency Doors	2003	2	\$ 2,500	\$ 5,000	2025	O	
WRC	Hallway Main Lower Le	Emergency Exit Doors	1981	2	\$ 2,500	\$ 5,000	2025	O	
WRC	Gym Mini	Emergency Exit Doors	2003	3	\$ 2,500	\$ 7,500	2025	O	
WRC	Facility Interior (Main C	Closet Doors	2003	8	\$ 1,250	\$ 10,000	2025	O	
WRC	Gym	Emergency Exit Doors	2003	4	\$ 2,500	\$ 10,000	2025	O	
WRC	Maint	Domestic hot water heater	2000	1	\$ 11,000	\$ 11,000	2025	C	
WRC	Maint	Exterior building paint	2000	1	\$ 20,000	\$ 20,000	2025	C	
WRC	Maint	Exterior metal fascia	1981	1	\$ 30,000	\$ 30,000	2025	C	
WRC	Facility Interior	Doors	2013	25	\$ 1,250	\$ 31,250	2025	O	
WRC	Maint	Roof	2005	1	\$ 95,000	\$ 95,000	2025	C	
BPC	Maint	Toro Pro Core 660	2006	1	\$ 15,000	\$ 15,000	2026	C	
BPC	Maint	Grinding	2001	1	\$ 20,000	\$ 20,000	2026	C	
BPC	Maint	Comp RTU-2	2006	1	\$ 20,000	\$ 20,000	2026	C	
BPC	Maint	Unit RTU-2	2006	1	\$ 20,000	\$ 20,000	2026	C	
PARKS	Equipment	321 Bluebird slit seeder	2006	1	\$ 1,735	\$ 1,735	2026	O	
PARKS	Equipment	924 Ryan sod cutter	2006	1	\$ 3,255	\$ 3,255	2026	O	
PARKS	Equipment	911 Redi-hauler trailer	1996	1	\$ 5,165	\$ 5,165	2026	C	
PARKS	Equipment	705 Bradco brush cutter	2006	1	\$ 6,180	\$ 6,180	2026	C	
PARKS	Vehicle	485 Ford explorer	2016	1	\$ 36,050	\$ 36,050	2026	C	
PARKS	Brittany	Playground replace		1	\$ 100,000	\$ 100,000	2026	C&A	
PARKS	Lincoln	Playground replace		1	\$ 100,000	\$ 100,000	2026	C&A	
SEA	Pool	Tube slide drop slides	2000	2	\$ 15,000	\$ 30,000	2026	C	
SEA	Pool	Body slide	2000	1	\$ 50,000	\$ 50,000	2026	C	
BPC	Maint	Ditch Witch 2300	1979	1	\$ 15,000	\$ 15,000	2027	C	
BPC	Maint	Toro Mult-Pro 5800 Sprayer	2012	1	\$ 40,000	\$ 40,000	2027	C	
PARKS	Equipment	643 Honda generator	2007	1	\$ 2,060	\$ 2,060	2027	O	
PARKS	Equipment	540 Big tex trailer	2007	1	\$ 5,150	\$ 5,150	2027	C	
PARKS	Equipment	204 Water reel	1997	1	\$ 7,520	\$ 7,520	2027	C	
PARKS	Vehicle	516 Dodge dakota pickup	2007	1	\$ 20,600	\$ 20,600	2027	C	
PARKS	Vehicle	453 Ford explorer	2007	1	\$ 32,000	\$ 32,000	2027	C	
PARKS	Canterbury Fields	Playground replace		1	\$ 175,000	\$ 175,000	2027	C&A	
TC	Senior Ctr/East Hall	Unit CU-2	2009	1	\$ 25,000	\$ 25,000	2027	C	
TC	North	Hot water heaters	2007	1	\$ 50,000	\$ 50,000	2027	C	
WRC	Server Room	Comp ACCU-1	2007	1	\$ 1,800	\$ 1,800	2027	O	
WRC	Dance/Aerobics	Unit RTU-2	2007	1	\$ 5,500	\$ 5,500	2027	C	
WRC	Fitness Center	Unit RTU-5	2007	1	\$ 5,500	\$ 5,500	2027	C	
WRC	Game/Teen Room	Unit RTU-4	2007	1	\$ 5,500	\$ 5,500	2027	C	
WRC	Meeting Room	Unit RTU-3	2007	1	\$ 5,500	\$ 5,500	2027	C	
WRC	Server Room	Unit ACCU-1	2007	1	\$ 18,002	\$ 18,002	2027	C	
WRC	Classrooms	Unit MULTI	2007	1	\$ 100,000	\$ 100,000	2027	C	
BPC	Maint	Unit RTU-1	2008	1	\$ 4,500	\$ 4,500	2028	O	
BPC	Kitchen, Upstairs	Convection Oven	1900	1	\$ 6,500	\$ 6,500	2028	C	
BPC	Maint	Unit RTU-4	2008	1	\$ 25,000	\$ 25,000	2028	C	
BPC	Maint	Reel Master 5210	2013	1	\$ 50,000	\$ 50,000	2028	C	
BPC	Maint	Reel Master 5210	2013	1	\$ 50,000	\$ 50,000	2028	C	
PARKS	Victoria	Bridge	1998	1	\$ 25,000	\$ 25,000	2028	C	
PARKS	Equipment	641 Morbark chipper	2008	1	\$ 40,685	\$ 40,685	2028	C	
PARKS	Equipment	591 New holland backhoe	2013	1	\$ 92,700	\$ 92,700	2028	C	
WRC	Maint	Comp RTU-1	2008	1	\$ 4,500	\$ 4,500	2028	O	
WRC	Maint	Comp RTU-4	2008	1	\$ 25,000	\$ 25,000	2028	C	
BPC	Maint	Greens Roller 1240	2014	1	\$ 10,500	\$ 10,500	2029	C	
BPC	Kitchen, Upstairs	Coolers	1900	3	\$ 4,500	\$ 13,500	2029	O	
BPC	2nd Floor Ballroom	Comp RTU-7	2009	1	\$ 25,000	\$ 25,000	2029	C	
BPC	2nd Floor Ballroom	Unit RTU-7	2009	1	\$ 25,000	\$ 25,000	2029	C	
BPC	Maint	Groundsmaster 4700D	2014	1	\$ 72,000	\$ 72,000	2029	C	
Maint	Vehicle	522 FORD PICK-UP 2500 W/PLOW	2009	1	\$ 30,900	\$ 30,900	2029	C	
Maint	Equipment	575 TORO 4100 MOWER	2014	1	\$ 61,800	\$ 61,800	2029	C	
TC	Ice	Oil Separators	2004	3	\$ 1,666	\$ 4,998	2029	O	
TC	Senior Ctr/East Hall	Comp CU-2	2009	1	\$ 18,000	\$ 18,000	2029	C	
TC	Classrooms/West Hall	Comp CU-1	2009	1	\$ 20,000	\$ 20,000	2029	C	
TC	Classrooms/West Hall	Unit CU-1	2009	1	\$ 20,000	\$ 20,000	2029	C	
TC	Maint	Comp RTU-6	2009	1	\$ 25,000	\$ 25,000	2029	C	
TC	Gym North	Comp RTU-3	2009	1	\$ 40,000	\$ 40,000	2029	C	
TC	Gym North	Unit RTU-3	2009	1	\$ 40,000	\$ 40,000	2029	C	
TC	Gym South	Comp RTU-4	2009	1	\$ 40,000	\$ 40,000	2029	C	
TC	Gym SOutH	Unit RTU-4	2009	1	\$ 40,000	\$ 40,000	2029	C	
TC	Ice	Vilter 456XL Compressor	2004	3	\$ 16,666	\$ 49,998	2029	C	

BPC	Cart Barn Area	Over Head Door	1900	1	\$ 5,000	\$ 5,000	2030	C	
BPC	Pro Shop	Carpet	2010	1	\$ 10,000	\$ 10,000	2030	C	
BPC	2nd Floor Restrooms	Comp RTU-9	2010	1	\$ 20,000	\$ 20,000	2030	C	
BPC	Maint	Equipment Lift	2002	1	\$ 20,000	\$ 20,000	2030	C	
BPC	2nd Floor Restrooms	Unit RTU-9	2010	1	\$ 20,000	\$ 20,000	2030	C	
BPC	Maint	Procore 648	2010	1	\$ 25,000	\$ 25,000	2030	C	
BPC	Lobby	Unit RTU-2	2000	1	\$ 35,000	\$ 35,000	2030	C	
BPC	Maint	Roof flat	2010	1	\$ 50,000	\$ 50,000	2030	C	
BPC	Maint	Roof shingle	2010	1	\$ 75,000	\$ 75,000	2030	C	
PARKS	Equipment	544 Belshe trailer	1990	1	\$ 10,000	\$ 10,000	2030	C	
PARKS	Equipment	892 Smithco superstar	2010	1	\$ 15,500	\$ 15,500	2030	C	
PARKS	Vehicle	538 Ford F250 4x4 w/plow	2011	1	\$ 25,750	\$ 25,750	2030	C	
PARKS	Vehicle	593 Toro workman	2010	1	\$ 25,750	\$ 25,750	2030	C	
PARKS	Equipment	592 Ford tractor w/bucket	1990	1	\$ 47,150	\$ 47,150	2030	C	
PARKS	Vehicle	534 Ford entourage bus	2010	1	\$ 80,580	\$ 80,580	2030	C	
PSSWC	Lockerrooms	Comp RTU-4	2000	1	\$ 5,000	\$ 5,000	2030	C	
PSSWC	Whirlpool	Whirlpool water heater	2010	1	\$ 5,000	\$ 5,000	2030	C	
PSSWC	Maint	Fire suppression system	2000	1	\$ 15,000	\$ 15,000	2030	C	
PSSWC	Maint	Security alarm system	2000	1	\$ 15,000	\$ 15,000	2030	C	
PSSWC	Pool	Pool water heaters (3)	2010	2	\$ 8,000	\$ 16,000	2030	C	
PSSWC	Tennis Courts	Comp RTU-3	2000	1	\$ 25,000	\$ 25,000	2030	C	
PSSWC	Gym	Unit RTU-1	2000	1	\$ 35,000	\$ 35,000	2030	C	
SEA	Pool	Pool sand filter tanks	2000	2	\$ 60,000	\$ 120,000	2030	C	
BPC	Bar & Grill	Beer Coolers	2011	2	\$ 4,000	\$ 8,000	2031	O	
BPC	Bar & Grill	Carpet	2011	1	\$ 10,000	\$ 10,000	2031	C	
BPC	Entryway & Hallway	Carpet	2011	1	\$ 15,000	\$ 15,000	2031	C	
BPC	Fairway Room	Carpet	2011	1	\$ 20,000	\$ 20,000	2031	C	
BPC	2nd Floor Ballroom	Comp RTU-8	2011	1	\$ 25,000	\$ 25,000	2031	C	
BPC	Event Area	Turf	2011	1	\$ 45,000	\$ 45,000	2031	C	
PARKS	Equipment	724 Combo plane	1991	1	\$ 11,230	\$ 11,230	2031	C	
PARKS	Vehicle	505 Ford F350 Dump Truck	2011	1	\$ 34,615	\$ 34,615	2031	C	
PARKS	Maint	Fire suppression system	2002	1	\$ 15,000	\$ 15,000	2032	C	
PARKS	Maint	Security alarm system	2002	1	\$ 15,000	\$ 15,000	2032	C	
PARKS	Maint	Comp RTU-3	2012	1	\$ 20,000	\$ 20,000	2032	C	
PARKS	Maint	Unit RTU-3	2012	1	\$ 20,000	\$ 20,000	2032	C	
PARKS	Equipment	890 John Deere Hydro	2013	1	\$ 20,600	\$ 20,600	2033	C	
PARKS	Vehicle	504 Ford F150 4X4	2013	1	\$ 25,750	\$ 25,750	2033	C	
PARKS	Vehicle	503 Ford F250 W/Plow/Lift Gate	2013	1	\$ 36,050	\$ 36,050	2033	C	
PARKS	Equipment	587 Ford Tractor 250C 4X4	1993	1	\$ 44,908	\$ 44,908	2033	C	
PARKS	Equipment	836 Big Tex Trailer	2014	1	\$ 3,915	\$ 3,915	2034	O	
PARKS	Equipment	893 7' Unique Rake	1994	1	\$ 6,175	\$ 6,175	2034	C	
PARKS	Equipment	835 Imperial Trailer	2014	1	\$ 6,180	\$ 6,180	2034	C	
PARKS	Equipment	894 Toro Aerator	1994	1	\$ 6,965	\$ 6,965	2034	C	
PARKS	Equipment	470 Ford Tractor 345D	1994	1	\$ 50,520	\$ 50,520	2034	C	
PSSWC	Maint	Exterior Banner Lights	2014	1	\$ 25,000	\$ 25,000	2034	C	
TC	Maint	Electronic Programable Sign	2014	1	\$ 800,000	\$ 800,000	2034	C	
PARKS	Vehicle	543 Ford F250 W/Plow	2015	1	\$ 30,900	\$ 30,900	2035	C	
TC	Maint	Elevator	2005	2	\$ 50,000	\$ 100,000	2035	C	
BPC	Main Office	Desks and Work Stations	2011	5	\$ 2,500	\$ 12,500	2036	O	
PARKS	Equipment	722 Kifco Water Reel	2007	1	\$ 10,815	\$ 10,815	2037	C	
PARKS	Equipment	446 Tracker Boat	2008	1	\$ 900	\$ 900	2038	O	
PARKS	Equipment	447 Boat Motor	2008	1	\$ 3,500	\$ 3,500	2038	O	
SEA	Maint	Buidling Roof (3)	2013	3	\$ 30,000	\$ 90,000	2038	C	
BPC	Bar & Grill	Tables & Chairs	2010	11	\$ 750	\$ 8,250	2040	O	
BPC	Pro Shop	Fixtures	2010	1	\$ 40,000	\$ 40,000	2040	C	
PARKS	Shop	Rinsate Station	2010	1	\$ 40,000	\$ 40,000	2040	C	
BPC	Event Area	Gazaboo	2011	1	\$ 15,000	\$ 15,000	2041	C	
PARKS	Maint	Outdoor Storage Bins	2002	4	\$ 12,500	\$ 50,000	2042	C	
TC	Maint	Pond Walls	2005	1	\$ 35,000	\$ 35,000	2045	C	

**2016 BUDGET GOALS, OBJECTIVES & INITIATIVES**

**DISTRICT GOAL 1: PROVIDE HEALTHY AND ENJOYABLE EXPERIENCES FOR ALL PEOPLE**

**District Objective 3: Connect and engage our community**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Expand marketing communications with the use of social media and mobile applications	Provide useful public landscaping information through the park perspective social media and web site. Update minimum 4 times.	Update a minimum of 4 times per year.
Increase volunteer involvement in District operations	Conduct a garlic mustard removal event	By 2 <sup>nd</sup> quarter
	Conduct a teasel removal event	By 3 <sup>rd</sup> quarter
	Conduct a wild flower seed collection event	By 3 <sup>rd</sup> quarter
	Conduct an Adopt a Park program	Increase by 2 sites
	Conduct a dog park mulch spreading event	By 4 <sup>th</sup> quarter

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

**District Objective 1: Achieve annual and long range financial plans**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Achieve District annual budget to maintain fluid balance reserves	Administrate the Parks Division budget	Meet 100% of the timelines established by the finance division
	Develop the Parks and Risk Mgt sections of the 2015 CMP	Complete by the district's adopted schedule
Perform internal control audits	Monitor budget to ensure expenses do not exceed budget and are in line with revenue projections and revenues are meeting financial goals and objectives.	Meet budget expectations.

**District Objective 3: Utilize our resources effectively and efficiently**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Utilize best practices to maximize operational efficiencies as a District	Replace Seascape ice maker	Complete by end of 1 <sup>st</sup> quarter
	Replace 1995 CHEVY 4X4 PICK-UP	Complete by end of 4 <sup>th</sup> quarter
	Replace 2003 JOHN DEERE SKID STEER	Complete by end of 4 <sup>th</sup> quarter
	Seascape rebuild pumps #1 & #5	Complete by end of 4 <sup>th</sup> quarter
	Replace 2003 Redi-haul trailer	Complete by end of 4 <sup>th</sup> quarter
Perform a capacity usage analysis	Purchase and plant trees, shrubs, and flowers throughout district	Complete by end of 4 <sup>th</sup> quarter

Retrofit facilities with green / energy efficient solutions with primary focus on lighting	Retro fit existing facilities with Green/Energy efficient solutions with primary focus on lighting	Complete by end of 4 <sup>th</sup> quarter
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**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

**District Objective 1: Create and sustain quality parks, facilities, programs and services**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Implement best practices for allowable expansion of natural areas	Enhance high visibility natural areas by adding additional wild flower seeds	Complete by end of 4 <sup>th</sup> quarter per budget allowance.
Continue to address park and recreation needs according to the district's ADA transition plan	Complete assigned ADA projects	Complete by end of 4 <sup>th</sup> quarter

**District Initiative 2: Utilize best practices**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Enhance overall quality of natural areas	Enhance natural areas by controlling invasive plants to 20% or less	Maintain/monitor on quarterly basis for compliance.
	Control burns at Black Bear, Hunters Ridge and Roherson Parks.	Annually

**District Objective 3: Advance environmental and safety awareness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Implement best practices to maintain a minimum score of 95% in the District-wide IPRA environmental report card	Maintain Park Division's compliance with IPRA's Environmental Report Card	Complete by end of 4 <sup>th</sup> quarter

**DISTRICT GOAL 4: PROMOTE QUALITY LEADERSHIP AND SERVICES**

**District Objective 1: Develop leadership that ensures workforce readiness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Develop a new hire training program that addresses District policies and procedures	Hire Supervisor of Aquatics and Facilities	Complete by end of 1 <sup>st</sup> quarter
Continue to evaluate and create procedures and training to promote a high level of internal customer service	Train and document 100% of all staff on job specific and mandatory training within the Park's division	Within one month of their employment start date

**District Objective 3: Promote continuous learning and encourage innovative thinking**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continue emphasis on cross-training and ensure workforce readiness	Instruct & train members of the training committee on district wide trainings	Complete by end of March
Promote furthering educational opportunities of staff by encouraging participation in workshops, conferences and other educational opportunities	Conduct two Parks Division team building events	Complete by the end of the 2 <sup>nd</sup> and 4 <sup>th</sup> quarters

**2016 BUDGET GOALS, OBJECTIVES & INITIATIVES**

**DISTRICT GOAL 1: PROVIDE HEALTHY AND ENJOYABLE EXPERIENCES FOR ALL PEOPLE**

\*Denotes new initiative to achieve district objectives and goals

**District Objective 1: Offer healthy and enjoyable experiences that promote equal access**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Develop plans to meet increased program needs 50+ population	Maximize the use of existing space for active adults / rental programs based of a ROI evaluation. Redesign space to convert more effective and efficient use.	As part of the Triphahn Architectural study that will be completed in the spring of 2016.

**District Objective 2: Achieve customer satisfaction and loyalty**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
*Provide parks, facilities and opportunities that promote healthy and enjoyable experiences.	Renovate and rebuild Victoria, Canterbury Park Place and Sheffield playgrounds.	Complete projects by August 1 <sup>st</sup> 2016

**District Objective 3: Connect and engage our community**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
*Solicit input and engage residents in the planning process.	Conduct public input meetings on all projects that involve a new addition or alteration to an existing facility.	Meetings October for 2016 projects.
	Incorporate if possible and/ or practical in plans for renovation and update of parks and playgrounds	Meetings fall 2016 for 2017 projects.

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

**District Objective 1: Achieve annual and long range financial plans**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Achieve District annual budget to maintain fund balance reserves.	Complete all overseen capital projects at or below budget amounts.	September 2016
	Monitor all projects and adjust program plans to maintain projects with budgeted amounts.	On a weekly basis

**District Objective 2: Generate alternative revenue**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Achieve District annual budget to maintain fund balance reserves.	Oversee and maintain Community marquee signs in operational order.	Ongoing
Develop strategies to attract additional sponsors and new partnerships	Continually monitor and track operational performance so as to provide constant programming ability for communication of district and community events.	Ongoing

**District Objective 3: Utilize our resources effectively and efficiently**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Achieve District annual budget to maintain fund balance reserves.	Come up with a plan to reuse playground equipment and refurbish same. Replace only items that have worn out or have no future purpose. Victoria Park Playground redevelopment.	
		Renovate playground by the end of July 2016

**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

**District Objective 1: Create and sustain quality parks, facilities, programs and services**

<b>CMP Initiative</b>	<b>Measure/Timeline</b>	<b>Measure/Timeline</b>
*Maintain district infrastructure to utilize proven best practices that provide first class parks and facilities	Replace Victoria Playground	Completed by July 2016
	Replace Canterbury Playground	Completed by August 2016
	Replace Sheffield Playground	Completed by July 2016
	Repair and color coat Fabbrini Tennis courts	Completed by July 2016
	Repair and color coat Victoria Tennis courts	Completed by July 2016
	Repair and color coat Victoria Basketball Court	Completed by July 2016
	Repave BOPC Roadway	Completed by July 2016
	Patch and sealcoat Triphahn Center parking lots	Completed by July 2016
	Crack fill all parking lots (ongoing process)	Completed by July 2016
	Coordinate architectural study /Triphahn north wing renovation plans.	Completed by May 2016
Coordinate architectural study	Construction 2017	



**District Initiative 2: Utilize best practices**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Specify environmental sound programs and opportunities on environmental best practices.	Work with outside contractors involved with district projects to reduce garbage and require contractors to have metal waste picked up by scrapers. Offer mulch to the public for residential garden use.	Locally dispose of 85% existing mulch materials. Utilize 10% organic waste mulch to improve soils on the former site of the Summit (Essex Park) residence.

**District Objective 3: Advance environmental and safety awareness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Specify environmental sound programs and opportunities on environmental best practices.	Develop and implement a best use practice to utilize the existing rubber tire fall surface at Victoria Park playground.	Reuse 95% of existing material

**DISTRICT GOAL 4: PROMOTE QUALITY LEADERSHIP AND SERVICES**

**District Objective 1: Develop leadership that ensures workforce readiness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Promote further educational opportunities of staff by encouraging participation in workshops conferences and other educational opportunities.	Coordinate the registration of personnel to attend the 2016 IL Landscape Contractors Association Meeting and conference in Schaumburg. Requires training budget for registrations.	Involve two staff members minimum.

**District Objective 2: Build organization culture based on I-2 CARE Values**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continually expand and update Hoffman University training curriculum to enhance workforce knowledge and readiness.	Lead one Hoffman Workshop program	One minimum in 2016

**District Objective 3: Promote continuous learning and encourage innovative thinking**

	<b>Division Action</b>	<b>Measure/Timeline</b>
Promote further educational opportunities of staff by encouraging participation in workshops conferences and other educational opportunities	Attend ILCA conference (Participate in a minimum of 18 CEU hrs.)	Spring 2016
	Attend either ASLA or NRPA conference	Fall 2016
	Attend 2 training programs or classes	By end of 2016

## 2016 BUDGET GOALS, OBJECTIVES & INITIATIVES

### DISTRICT GOAL 1: PROVIDE HEALTHY AND ENJOYABLE EXPERIENCES FOR ALL PEOPLE

#### District Objective 1: Offer healthy and enjoyable experiences that promote equal access

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Develop performance measurement system to evaluate value in programming structure ( <i>short term</i> )	(ICE) Evaluate DROP IN ice time programs – freestyle, private hockey, public skate, and drop in hockey time. Time adjustments for alternate programming options will be considered.	Complete by the end of Q2.
Expand Marketing communications with the use of social media and mobile applications. ( <i>short term</i> )	(FAC) Develop interactive contests to enhance member retention. Utilize social media to promote monthly events and contests. TC/WRC	Develop contests and begin offering in Q1, Q2, Q3 & Q4. Offer 4 contests by the end of Q4.
Develop plans to renovate Chino Park to meet community needs ( <i>short/mid-term</i> )	(REC) Research the possibility of adding Community Garden Plots to Chino Park. Research the possibility of working with the village on this as a joint program.	Determine a number of plots if the ROI suggests that it is a feasible project by Q2. Make recommendation in Q3.
Improve the overall health outcomes of programs offered ( <i>annually</i> )	(DIVISION) Research, improve and expand on recreation, service and programming opportunities.	Benchmark other organizations that are providing programs and services that are on the uptrend in specific areas. Each department should benchmark 2 new programs/services by Q3.
	(FAC) Increase the number of health & wellness programs to the community.	Develop 5 new programs and have 2 new successful programs running by Q4. Create new programs to replace phased out fitness programs by Q4.
Expand facility based special events that promote greater facility usage ( <i>annually</i> )	(REC) Offer additional quality special events/activities with local partners and/or new partners.	Offer 3 new partnered events/activities that run with at least the minimum number of participants.
	(REC) Research & develop one new special event to incorporate into 2017 budget.	Recommend new special event to incorporate into 2017 budget by Q2.
Create recreational programs and opportunities to target underserved “demographic populations” ( <i>annually</i> )	(REC) Increase the number of demographically targeted programs.	Offer 2 new programs by Q4.
	(REC/C&M) Partner with Hoffman Estates Police Department for National Night Out. Create a large community outreach program at 1 HEPD location.	Hold event in Q3.
Evaluate facility space utilization to accommodate growing programming needs.	(DIVISION) Evaluate and work with Williams Architects to create a study to determine the	Complete direction by Q4.

<i>(mid-term)</i>	direction with the north side of the Triphahn Center and Off Ice Training program.	
Develop program life cycle model for all programs to assess meeting community needs and desires <i>(short/mid-term)</i>	(DIVISION) Develop a systematic approach to identifying trends in the different industries as it relates to customer preferences.	Benchmark 3 state and national recreation agencies. Obtain at least 2 models to compare by Q2. Develop recommendations by 3Q on programs to phase out in 2016/17.
Expand specialized programming opportunities that utilize partnerships and contractual agreements <i>(mid-term)</i>	(DIVISION) Contact local colleges to establish partnerships for additional programming, i.e. Harper College, Judson University, Roosevelt, etc.	Contact colleges by Q1; develop 1 new partnership with a local college and/or university.
	(REC) Increase the number of programs offered to the community.	Develop 5 new programs and have 2 new successful programs running by Q4. Create new programs to replace all phased out programs by Q4.
	(REC) Research opportunities to offer a Fall Boy Scouts Skills Challenge Course at Fabbrini Park.	Complete by end of Q3, if applicable institute at end of 2016.

**District Objective 2: Achieve customer satisfaction and loyalty**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Expand Marketing communications with the use of social media and mobile applications <i>(short term)</i>	(FAC) Work with C&M to develop and integrate a fitness member survey, to assess member's needs for TC and WRC Fitness Centers.	Q1-Develop survey Q2&Q4-Administer survey
	(C&M) Develop an easy, quick, but quality online survey to measure customer satisfaction for special events and programming.	Create an online survey by Q2, implement in Q3.
Develop brand identification and tagline to increase community awareness of District parks, programs, facilities and services <i>(mid-term)</i>	(C&M) Measure satisfaction with the overall quality and user-friendliness of the website particularly as it relates to registration and a means for communication.	Create an ongoing online short survey by Q3, no more than 12 questions, implement in Q4.
Develop plans to meet increased program needs of 50+ population.	(REC) Partner with the Village of Hoffman estates and the Hoffman Estates Chamber of Commerce to start our "Providing a community for lifelong living" initiative. HEPD- recreation and activity, VOHE – health screening and services; HECC – resources for 50+ needs.	Complete by Q4
Expand Pickleball opportunities and evaluate need for additional courts.	(REC) Evaluate the expansion of Pickleball courts to Victoria Park during 2016 resurfacing project.	Complete by Q3 if applicable.

Educate parents regarding the child development benefits in our programs and services.	(REC) Provide training for preschool aged children on our new Handwriting Without Tears learning curriculum and DHS update trainings for State families.	Complete by Q3 – Handwriting with Tears Orientation Complete by Q2 and Q3 – DHS Orientation
Utilize best practices to maximize operational efficiencies as a District ( <i>annually</i> )	(ICE) Complete ice compressor rebuild.	Complete by Q4.
	(FAC) Purchase Fitness Equipment and/or move fitness equipment from PSS&WC.	Complete by Q4.
	(FAC) Replace interior carpet and tile in rooms 2, 3, 4 and the general conference room.	Complete by Q4.
	(ICE) Replace and rebuild cooling tower and tube condenser.	Complete by Q3.
	(FAC) Replace vinyl tile in the Vogelei Barn.	Complete by Q4.

**District Objective 3: Connect and engage our community**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Expand specialized programming opportunities that utilize partnerships and contractual agreements ( <i>mid-term</i> )	(ICE) Institute new USFS High School skating program.	Staff will be meeting with area high schools with regard to the program and how to become involved complete meeting by Q1. If feasible implement by Q3.
	(REC) Partner with the Village of Hoffman Estates block party coordinator to add a recreational component in their block party scheduling. (Ex. various contests, sound system with dance along options).	Q1 – Schedule a meeting with VOHE coordinator. Participate in 50% of the block parties with this new recreational component by Q3.
	(REC) Work collaboratively with other groups within our community to offer value added services	Offer one and/or add on to one special event by Q4 that incorporates the Village and Chamber.
	(REC) Program outdoor sport adventure programs at various parks. Expand LL Bean partnership with Paddleboard to include kayaking and canoe training. Add additional archery programs and research cycling programs.	Complete by end of Q2
Expand facility based special events that promote greater facility usage. ( <i>annually</i> )	(FAC) Work with C&M to develop ways to utilize social media to promote community centers, (membership, rentals and personal training).	Work with C&M in Q1, create measures in Q2 and determine if results were successful in Q4.
Expand Marketing communications with the use of social media and mobile applications. ( <i>short</i> )	(C&M) Utilize video on web and social media to engage and educate the community on green,	Develop at least one new video each month, create 12 total by Q4.

<i>term)</i>	social equity and health and wellness. (C&M) Measure the attrition rate of mobile application users.	Determine a baseline by end of Q2; decide if this application is of value at that time.
Increase volunteer involvement in District operations ( <i>annually</i> )	(DIVISION) Benchmark other volunteer program to determine appropriate measures as it relates to levels of volunteer engagement.	Determine a number of hours per year as a baseline by Q4. Increase volunteer participation as a district in hours by 2% from 2015.
Develop program life cycle model for all programs to assess meeting community needs and desires ( <i>short/mid-term</i> )	(REC) Develop a formal special event total attendance template that can also track demographic information that may be important for targeted markets and/or event ideas/decisions.	Develop by end of Q2.
Develop brand identification and tagline to increase community awareness of District parks, programs, facilities and services ( <i>mid-term</i> )	(C&M) Actively account for social media subscribers and increase engagement.	Increase engagement by 3%, by Q4.
Create recreational programs and opportunities to target underserved demographic populations ( <i>annually</i> ).	(REC) Expand iCompete into an Elementary School in D15 and potentially another D54 school.	Q2 – propose to school districts Q3 – Run program throughout school year
	(ICE) Research and Develop a Hockey Mentorship program to families of Hoffman Estates	Q1 – Develop program parameters Q2- Recruitment Q3 – Kickoff

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

**District Objective 1: Achieve annual and long range financial plans**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Achieve District annual budget to maintain fund balance reserves ( <i>annually</i> )	(DIVISION) Maintain minimum operating standards for all program areas	Complete by Q4.
Secure additional alternative sources of revenue to support financial goals ( <i>annually</i> )	(REC) Reach out to special interest groups to provide contractual services to reduce costs while providing new programming and service opportunities for residents and guests.	Partner with 2 new special interest groups to provide 2 new contractual services for programming opportunities. Complete by Q4.

**District Objective 2: Generate alternative revenue**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Secure additional alternative sources of revenue to support financial goals ( <i>annually</i> )	(ICE) Evaluate offering a house league hockey program at Pine Park	Complete by end of Q1
	(DIVISION) Measure the total net surplus in the	Complete by Q4.

	02 from 2015 to 2016. (FAC) Increase facility rental revenue by across the district by a minimum of 3%, from 2015 to 2016.	Complete by Q4.
Support Friends of HE Parks to expand level of financial support provided to District and our residents for scholarships and special projects <i>(annually)</i>	(C&M) Promote the Giving Tree and other Friends of HE Parks events, programs and services to the community.	Utilize all marketing and communication channels, increase overall exposure by 3% from 2015.
Achieve District annual budget to maintain fund balance reserves <i>(annually)</i>	(DIVISION) Increase the revenue ratios and reduce the expense ratios from 2015 to 2016.	Complete for 100% of all major program areas by Q4.
Continue to evaluate and apply for grant revenues to support District's operations and capital projects <i>(annually)</i>	(C&M/REC) Increase the number of grant seeking opportunities.	Apply for 2 more grants in 2016 than in 2015, complete by Q4.

**District Objective 3: Utilize our resources effectively and efficiently**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Perform a capacity usage analysis of facilities <i>(annually)</i>	(ICE) Continue to work with the SEARS CENTRE regarding open ice options	Connect quarterly meetings to determine availability. Complete by Q4.
	(ICE) Conduct a space analysis of the ice arena area – skate rental / party room/ Coaches area/ 3 office spaces. Ensure that space is being utilized to the optimum potential.	Complete in Q1
Secure additional alternative sources of revenue to support financial goals <i>(annually)</i>	(ICE) Evaluate the possibility of moving the Pine park ice rink to TC to add additional sheet of ice in the fall/winter	Complete by end of Q2, make recommendation in Q3.
	(REC) Increase program participation by 1% overall from 2015 to 2016.	Complete by Q4.
	(FAC) Increase total membership sales at TC & WRC by 1% from 2015 to 2016.	Complete by Q4.
Reduce utility expenses in parks and facilities by converting to alternative energy sources <i>(annually)</i>	(FAC) Research cost-cutting, sustainable initiatives within the facilities that create energy efficient upgrades.	Complete by Q4, implement 1 new initiative during 2016.

**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

**District Objective 1: Create and sustain quality parks, facilities, programs and services**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Enhance District signage to inform and educate	(C&M) Update district educational signage.	Add to, revise and reprint (where necessary)

guests. ( <i>short/mid-term</i> )		educational signs. Complete by Q4.
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**District Initiative 2: Utilize best practices**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continue to promote operation safety excellence utilizing procedures and best practices to maintain PDRMA accreditation. ( <i>annually</i> )	(SFAC) Facilitate Starguard lifeguard recertification, new lifeguard training, and in-services to ensure all aquatic team members meet or exceed program requirements. Complete Starguard operational reviews of PSSWC and SFAC.	Plan aquatic trainings within Q1 and complete 4 outside audits by Starguard by Q4. Pass 90% of all audits conducted by Starguard.
Utilize best practices to maximize operational efficiencies as a District ( <i>annually</i> )	(FAC) Review the changing demands of the facilities as the demographics and community continues to change.	Review schedules in Q1 & Q2 make any recommended changes in Q3, based on participation numbers and demand.
	(FAC) Work with local vendors to obtain the best pricing for our custodial supplies. Try to utilize mass purchasing amongst all facilities. TC&WRC	Q1- Set up facility supervisor and head custodial Mtg. to identify supplies needed and potential vendors. Q1 & Q2- Obtain quotes from identified vendors. Implement changes in Q3 if able and the program is cost effective.

**District Objective 3: Advance environmental and safety awareness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continue to promote operation safety excellence utilizing procedures and best practices to maintain PDRMA accreditation. ( <i>annually</i> )	(FAC) Provide Medic AED, CPR, First Aid Course educational training opportunities to all HEPD team. Establish HEPD as an independent training center, beginning in 2016.	Confirm the establishment of HEPD as an independent training center within Q1. Offer quarterly trainings for all HEPD team members, 1/quarter. Educate 50% of all new hires.
	(FAC) Achieve PDRMA accreditation process, achieving scores which meet or exceeds expectations	Complete PDRMA review within scheduled time frame for 2016.
Develop additional programs and processes to support conservation, green initiatives ( <i>annually</i> )	(ICE) Continue to look for ways to improve energy efficiency measures in the ice arena area	Complete 4 reviews by Q4.
Provide educational programs and opportunities on environmental best practices ( <i>annually</i> )	(C&M) Educate residents through the Park Perspective on renewable resources, environmental stewardship and satiability practices within our community.	Complete by Q4.

**DISTRICT GOAL 4: PROMOTE QUALITY LEADERSHIP AND SERVICES**

**District Objective 1: Develop leadership that ensures workforce readiness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continue emphasis on cross-training and ensure workforce readiness.	(FAC) Provide ongoing training to service desk team members. Continue cross training new staff between TC & WRC.	Combined Quarterly staff meetings and conduct 4 total by end of Q4.
Promote furthering educational opportunities of staff by encouraging participation in workshops, conferences and other educational opportunities ( <i>annually</i> )	(REC) Create a HE-Skills program for high school volunteers and employees providing them specific training in workforce readiness. A bi-monthly training will be conducted as a part of this program.	Q1 – research topics/operations Q2 – create training calendar Q3 – implement program
	(DIVISION) Train front line service desk associates in upselling and cross selling for all district programs and services.	Complete in by end of Q1.
Continue to foster openness in communication District-wide ( <i>annually</i> )	(ICE) Institute a 360 Assessment Program for hockey and ice skating staff. To be used for Quarterly staff assessments with compilation of information to be used at yearly reviews.	Have in place by Q3.

**District Objective 2: Build organization culture based on I-2 CARE Values**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continually expand and update Hoffman University training curriculum to enhance workforce knowledge and readiness. ( <i>annually</i> )	(FAC) Provide CHEER customer service training and promote attendance of all new HEPD team members within first 3 months of employment	Provide 4 CHEER training opportunities by end of Q4.
Promote healthy lifestyles through work environment best practices ( <i>annually</i> )	(DIVISION) Continue to strive to enhance the internal work culture that remains honest and ethical with principles that foster strong integrity and trust.	Complete by Q4.

**District Objective 3: Promote continuous learning and encourage innovative thinking**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Promote furthering educational opportunities of staff by encouraging participation in workshops, conferences and other educational opportunities. ( <i>annually</i> )	(FAC) TC facility supervisor and Community Center Manager, to attend and become more involved in IPRA Facility Management Sections.	Complete in Q1 and in Q4.
Continue to foster openness in communications District-wide. ( <i>annually</i> )	(C&M) Identify one new channel for district-wide internal communications.	Complete by Q2.



<p>Create and maintain succession plan to prepare employees for advancement and prepare organization for personnel changes (<i>annually</i>)</p>	<p>(Division) Provide responsible leadership opportunities to engage team members who are looking to advance their professional careers within the organization.</p>	<p>Complete Monthly.</p>
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**2016 BUDGET GOALS, OBJECTIVES & INITIATIVES**

**DISTRICT GOAL 1: PROVIDE HEALTHY AND ENJOYABLE EXPERIENCES FOR ALL PEOPLE**

**District Objective 1: Offer healthy and enjoyable experiences that promote equal access**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Expand facility based special events that promote greater facility usage ( <i>annually</i> )	(PSS&WC) Develop wellness and fitness opportunities, services to engage customers and build rapport.	Develop 1 new retention program in Q1.
Increase cooperative efforts with neighborhoods and community associations on health related issues ( <i>annually</i> )	(PSS&WC) Strengthen partnership opportunities with organizations, such as Alexian Brothers, AthletiCo and the Chamber to provide community based fitness programs and services	Provide 2 fitness opportunities in the community in collaboration with community partnerships by Q3.

**District Objective 2: Achieve customer satisfaction and loyalty**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Expand facility based special events that promote greater facility usage ( <i>annually</i> )	(PSS&WC) Provide innovative group fitness classes and special events.	Add 1 new class format and implement 2 retention events. Complete by Q4.
	(PSS&WC) Develop member retention programs that build customer retention.	Develop 2 programs by Q4. Achieve a customer attrition rating by Q4 of 0.45%. Baseline 2016 budget 0.468%
	(PSS&WC) Enhance current Member Rewards/Referral system with addition of a Charter Member Rewards program (for members with 5+ years of consistent active membership status).	Research and plan in Q1 and Q2; implement enhancement by Q3.
	(PSS&WC) Sell 1,565 memberships during 2016, achieve membership cancellations of 1,515	Net membership effect +50 complete by Q4.
Develop performance measurement system to evaluate value in programming structure ( <i>short term</i> )	(PSS&WC) Create evaluation system for the group swim lesson program to assess customer satisfaction. Modify swim lessons according to feedback and needs expressed through customer satisfaction survey	Develop a 10 to12 quick question satisfaction survey with the C&M department for the swim lesson program within Q2 to implement within Q3. Utilize an online data gathering system that creates a measured baseline. Conduct 1 onsite automated survey questionnaire visit in Q3 & Q4.
	(PSS&WC) Develop and incorporate new online member survey to assess member needs and initiate targeted responsiveness.	Initiate 1 survey in early Q2 and 1 survey in Q4.

Utilize best practices to maximize operational efficiencies as a District ( <i>annually</i> )	(PSS&WC) Purchase and install service desk carpet.	Complete by Q4.
	(PSS&WC) Resurface gymnasium floor.	Complete by Q4.
	(PSS&WC) Contract with outside provider to obtain design plans for member locker room renovations.	Complete by Q4.
	(PSS&WC) Purchase Fitness Equipment.	Complete by Q4.
	(PSS&WC) Repaint activity pool surface and touch up activity pool ceiling.	Complete by end of Q3.

**District Objective 3: Connect and engage our community**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Increase volunteer involvement in District operations ( <i>annually</i> )	(PSS&WC) Develop 1 new high school volunteer program.	Plan and develop in Q1 & Q2 Implement program in Q3. Engage 5 high school volunteers in the new program by Q4.
Improve overall health outcomes of programs offered ( <i>annually</i> )	(PSS&WC) Develop and implement a 12 month wellness calendar based on monthly activities and events within the club and in Kids Korner to engage, educate, and enlighten members.	Plan quarterly 2 initiatives with input from front line team members beginning in Q1. Complete 8 initiatives by Q4.
Expand marketing communications with the use of social media and mobile applications ( <i>short term</i> )	(PSS&WC) Establish a social media campaign program to connect with prospective and current members to enhance communication and increase “touch points” with engaging, fun, and informative initiatives.	Launch in Q1 with continued emphasis throughout Q2, Q3 & Q4. Produce and communicate at least 1 message via social media each week. Measure results monthly through Google Analytics, complete by Q4.

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

**District Objective 1: Achieve annual and long range financial plans**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Achieve District annual budget to maintain fund balance reserves ( <i>annually</i> )	Achieve FY16 net membership goal.	Achieve net member total of 50 by end of Q4.
	(PSS&WC) Monitor budget to ensure practices continue to support the achievement of budgetary revenue and expense goals and aims.	Meet and/or exceed departmental budgeted bottom line for fund 11.
	(PSS&WC) Monitor PSS&WC operational budgets both from revenue and expense standpoint to ensure that projections are meeting and/or exceeding the budgetary aims of the district.	Meet bi-monthly throughout the year, with the GM, Supt. of Facilities and Director of Rec/Fac. to ensure that the annual budget is meeting expectations. Complete 18 meetings prior to the end of Q4.

Develop new business plan structure, including cost recover goals, program trends, markets served, and competition ( <i>annually</i> )	(PSS&WC) Enhance current corporate membership program while increasing corporate membership base.	Grow the membership base by 3% in 4 existing corporate accounts beginning in Q1; sign up 1 new company by the end of Q1.
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**District Objective 2: Generate alternative revenue**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Secure additional alternative sources of revenue to support financial goals ( <i>annually</i> )	(PSS&WC) Enhance Personal Training revenue generating opportunities.	Increase PT revenues by 3.19% by Q4 from actual 2015.
	(PSS&WC) Increase annual aquatic pass fees by 5%.	Implement in Q4.
	(PSS&WC) Increase tennis private and semi-private lesson fees	Complete by the end of Q3. Increase gross revenue by 4.8% from actual 2015.
	(PSS&WC) Research the option of adding an additional charge i.e. membership fee for Kids Korner for those members who utilize the service.	Complete research by end of Q2 with a recommendation by end of Q3.
	(PSS&WC) Conduct a fee increase in October of 2016.	Complete by end of Q4.
	(PSS&WC) Research the ability to drop the tennis membership and go to a court time only charge program.	Complete research by end of Q3 and recommend a direction by start of Q4.
Develop new business plan structure, including cost recover goals, program trends, markets served, and competition ( <i>annually</i> )	(PSS&WC) Research capabilities of RecTrac to accommodate a “house charge” payment for members.	If feasible implement in Q3, for services such as PT, massage, guest passes, etc.
Develop strategies to attract additional sponsors and new partnerships. ( <i>short-term</i> )	(PSS&WC) Establish a contractual service for early childhood sports programs that include non-traditional active programming, i.e. fencing, etc.	Secure 1 outside contractor to provide programs and/or services within Q1 that will offer sports specific classes and non-traditional sports.

**District Objective 3: Utilize our resources effectively and efficiently**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Develop new business plan structure, including cost recover goals, program trends, markets served, and competition ( <i>annually</i> )	(PSS&WC) Initiate website conversion to WordPress platform to allow for enhanced responsiveness, blog pieces, and improved design/layout.	Complete by end of Q2. Produce 1 blog piece per quarter in Q3 & Q4. Post a total of 2 blogs by Q4.
Perform internal control audits ( <i>annually</i> )	(PSS&WC) Manage payroll to meet personnel budget to ensure maximum operational efficiency	Meet or exceed payroll budget by end of Q4. Monitor IMRF, ACA and PT1 team member hours per (26) payroll to maintain budgeted levels and aims.

Develop strategies to attract additional sponsors and new partnerships ( <i>short term</i> )	(PSS&WC) Work collaboratively with the district Communication and Marketing department to effectively promote and market facility and services for additional sponsorship and partnership opportunities.	Obtain 2 new sponsors for the facility that support an event, amenity and/or program by Q4.
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**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

**District Objective 1: Create and sustain quality parks, facilities, programs and services**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Utilize best practices to maximize operational efficiencies as a District ( <i>annually</i> )	(PSS&WC) Replace carpet within the service desk, adjacent office spaces and member services area	Purchase carpet, as planned within the operating capital funds, within Q2 and replace within Q3
	(PSS&WC) Complete tennis court enhancement within 2016.	Complete project by Q3
	(PSS&WC) Complete the repainting of the ceiling and resurfacing of the activity pool floor	Complete project, as planned within the district capital budget, by Q4
	(PSS&WC) Complete the steam room repairs, as planned within the district capital funds	Complete men's and women's club locker room steam room repairs by Q4.
	(PSS&WC) Meet and exceed the member and customer expectations as it relates to facility cleanliness.	Conduct daily opening and closing MOD walk through checklists, weekly manager walk through and bi-monthly walk through with contractual cleaning service. Complete by Q4.
	(PSS&WC) Log and follow up on 90% of all member comment cards as it relates to a facility concerns.	Complete by Q4.
Implement best practices to maintain a minimum score of 95% in the District-wide IPRA environmental report card ( <i>annually</i> )	(PSS&WC) Evaluate fitness equipment needs, selecting and purchasing energy efficient equipment (when applicable), and purchasing new equipment to continue to upgrade aging equipment and stay current on industry trends. Planned within capital budget, 2016.	Complete by end of Q3.
	(PSS&WC) Achieve all needed facility requirements to achieve a minimum score of 95% on the District-wide environmental report card.	Complete by Q4.

**District Initiative 2: Utilize best practices**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continue to promote operational safety excellence utilizing procedures and best practices to maintain PDRMA accreditation ( <i>annually</i> )	(PSS&WC) Schedule and complete the annual climbing wall inspection by Experiential Climbing Systems or other PDRMA recommended climbing wall organization.	Schedule within Q2, complete inspection by Q3
	(PSS&WC) Facilitate Starguard lifeguard recertification, new lifeguard training, and in-services to ensure all aquatic team members meet or exceed program requirements. Complete Starguard operational reviews of PSSWC and SFAC.	Successfully complete operational reviews throughout each quarter, complete program by Q4. Pass and/or exceed 90% of all Starguard audits by Q4.

**District Objective 3: Advance environmental and safety awareness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continue to promote operational safety excellence utilizing procedures and best practices to maintain PDRMA accreditation ( <i>annually</i> )	(PSS&WC) Provide Medic AED, CPR, First Aid Course educational training opportunities to all HEPD team. Establish HEPD as an independent training center, beginning in 2016.	Establish HEPD as an independent training center within Q1. Offer a total of 4 trainings by end of Q4.
	(PSS&WC) Achieve PDRMA accreditation process, achieving scores which meet or exceeds expectations	Complete PDRMA review within scheduled time frame for 2016. Achieve a score that exceeds PDRMA's minimum standards.

**DISTRICT GOAL 4: PROMOTE QUALITY LEADERSHIP AND SERVICES**

**District Objective 1: Develop leadership that ensures workforce readiness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Promote furthering educational opportunities for staff by encouraging participation in workshops, conferences, and other educational opportunities. ( <i>annually</i> )	(PSS&WC) Develop engaging educational opportunities for team development to enhance knowledge of the fitness industry and facility services to better serve members.	Conduct 4 internal PSSWC trainings quarterly, complete by Q4.
	(PSS&WC) Promote staff educational development and professional development among team by attendance of industry recognized conferences and seminars, included the IPRA, PDRMA, Club Industry and NRPA.	Create an annual plan prior to the end of Q1 that includes all FT team members and what external educational opportunities they will be attending that fits within the financial means of the budget.
	(PSS&WC) FT team members participate in	FT team members as a facility attend 10

	Hoffman U sessions and also conduct Hoffman U sessions as well.	Hoffman U sessions and conduct and/or assist in at least 2 sessions as a facility.
Incorporate incentive programs for healthy habits for employees ( <i>short/mid-term</i> )	(PSS&WC) Enhance the staff through the development of an incentive program and participation within fitness services.	Implement in Q1; obtain 25% of all FT team members participating in the incentive program by the end of Q4.
Continue emphasis on cross-training and ensure workforce readiness. ( <i>annually</i> )	(PSS&WC) Utilize Member Services Team to assist in training the Facility Team Members at other district sites on sales.	Assist outside consultant in upselling and cross selling training by end of Q2.

**District Objective 2: Build organization culture based on I-2 CARE Values**

	<b>Division Action</b>	<b>Measure/Timeline</b>
Promote healthy lifestyles through work environment best practices ( <i>annually</i> )	(PSS&WC) Engage team members at PSS&WC using the CHEER customer service initiative. Forming “teams” of PT team members to carry out the CHEER culture, rewarding those that do.	Implement by Q2.
Continually expand and update Hoffman U training curriculum to enhance workforce knowledge and readiness ( <i>annually</i> )	(PSS&WC) Set expectation for all PSSWC new team members to complete CHEER training within 2016	Have 75% of all new hires trained in the CHEER program prior to the first 3 months of employment.
Continue to foster openness in communication District-wide ( <i>annually</i> )	(PSS&WC) FT team members attend monthly Recreation & Facility Division all team mtgs.	Complete by Q4.

**District Objective 3: Promote continuous learning and encourage innovative thinking**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continue to evaluate and create procedures and training to promote a high level of internal customer service ( <i>annually</i> )	(PSS&WC) Plan offsite gathering of PSSWC Leadership Team to assess performance of previous quarter and share ideas for upcoming quarters.	Start by Q2; complete at least 2 meetings by Q4.
Continue emphasis on cross-training and ensure workforce readiness ( <i>annually</i> )	(PSS&WC) Hold quarterly departmental meetings to connect and share updates and information with team members.	Conduct 4 meetings by Q4, with 90% attendance at each meeting, per department.
Continually expand and update Hoffman University training curriculum to enhance workforce knowledge and readiness ( <i>annually</i> )	(PSS&WC) Encourage PSSWC team members to attend Hoffman U training	Have all FT team members attend at least 3 non mandatory Hoffman U trainings and have at least 2 FT PSS&WC team host 1 Hoffman U.

**2016 BUDGET GOALS, OBJECTIVES & INITIATIVES**

**DISTRICT GOAL 1: PROVIDE HEALTHY AND ENJOYABLE EXPERIENCES FOR ALL PEOPLE**

**District Objective 1: Offer healthy and enjoyable experiences that promote equal access**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Expand facility based special events that promote greater facility usage ( <i>annually</i> )	Increase Outing Rounds by 30%	4,149 Outing Rounds (2,879 Outing rounds in 2015)
	Provide 32 Preferred Tee Times	32 Preferred Tee Time Groups (30 Groups in 2015)
	Provide 3,400 League	Goal is 3,400 League Rounds (2,989 rounds in 2015)
	Host 8 outside wedding ceremony only events.	Goal is 8 ceremony only events. (4 in 2015)
	Introduce an Annual Golf Pass & Discount Pass to increase golf rounds.	Goal is to sell 100 passes.
	Host 5 Wedding Receptions	Goal is 5 Wedding Receptions (5 in 2015)
	Host 20 Ceremony & Reception Weddings.	Goal is 20 Ceremony & Reception Weddings (18 in 2015)
	Expand & Provide Jr. Program Classes in Spring, Summer & Fall to 150 participants.	Goal is 150 participants. (88 participants in 2015)
	Expand & Provide Group Lessons to include 50 students for all ages in Spring, Summer & Fall.	Goal is 50 students. (74 Students in 2015)

**District Objective 2: Achieve customer satisfaction and loyalty**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Expand marketing communications with the use of social media and mobile applications ( <i>short term</i> )	Receive 10 Five Star Reviews on the Knott for Weddings	Goal is 10 Reviews receiving 5 Stars (8 in 2015)

**District Objective 3: Connect and engage our community**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Expand facility based special events that promote greater facility usage ( <i>annually</i> )	Provide 6 Special Golf Events with 360 participants.	Goal is 6 Events with 360 participants. (5 events with 348 participants with 1 remaining event 2015.)
	Provide 2 Holiday Event Brunches with 675 guests.	Goal is 2 Events with 675 Guests. (261+ Breakfast with Santa in 2015).



	Host 8 Special Event Nights	Goal is 8 Events (6 events in 2015)
Increase volunteer involvement in district operations ( <i>annually</i> )	Expand volunteers to help maintain event area and golf course.	Secure a minimum of 80 hours of volunteer work to help garden the event area and maintain the golf course.

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

**District Objective 1: Achieve annual and long range financial plans**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Achieve District annual budget to maintain fund balance reserves ( <i>annually</i> )	Monitor Golf budget to ensure expenses do not exceed budget and are in line with revenue projections and revenues are meeting financial goals and objectives.	Meet or exceed Golf Department Budget bottom line.
	Monitor F&B budget to ensure expenses do not exceed budget and are in line with revenue projections and revenues are meeting financial goals and objectives.	Meet or exceed F&B Department Budget bottom line.
	Reduce Golf Maintenance expense and monitor to ensure expenses do not exceed budget and are in line with revenue projections.	Meet or exceed Golf Maintenance Department Budget bottom line.
	Provide 32,656 Rounds	32,656 rounds in the 2016 Season (26,354 thru 10/1 in 2015)
	Rebrand the Bar & Grill giving it a unique name along with creating a more price conscious menu to create greater volume with lower cost point.	Have new menu in place with a unique bar & grill name by end of 1 <sup>st</sup> qtr.
	Monitor Cook County 3% Amusement Tax	Implement tax increase pending Cook County legislation approval.
	Research and Analyze Golf Cart Lease for 2017 season.	Complete bid process by end of 3 <sup>rd</sup> Qtr.
	Research and Analyze ROI for Lease on GPS units for 2017 season.	Monitor for 2017 budget process
	Research and Analyze ROI for Billy Casper Golf Course Maintenance Contract for 2017 season.	Develop recommendation by end of 2nd Qtr.

**District Objective 2: Generate alternative revenue**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Secure additional alternative sources of revenue	Increase the marketing and updating	Increase golfnow.com rounds by 3%. (4,283

to support financial goals ( <i>annually</i> )	golfnow.com to increase golf now rounds to produce additional revenue during slow periods.	Rounds Thru Sept in 2015).
	Increase F&B business in bar & grill by 3% over prior year by capturing golfer's on site with daily specials, promotions and Special Events.	Increase bar and grill sales by 3%. (\$128K Thru Sept in 2015).

**District Objective 3: Utilize our resources effectively and efficiently**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Utilize best practices to maximize operational efficiencies as a District ( <i>annually</i> )	Work with Parks Department for annual burns, tree stump removal, and other maintenance projects to save from additional expenses from renting equipment.	Use parks department machines 5 different times for the season to minimize renting equipment.
	Purchase a heavy duty utility cart for golf maintenance.	Purchase 1 <sup>st</sup> Qtr.
	Purchase a Stove Top Oven for the main kitchen line.	Purchase 1 <sup>st</sup> Qtr.
	Purchase a Range Ball Dispenser with a credit card processor. The machine will reduce payroll by \$15,373.	Purchase 1 <sup>st</sup> Qtr.
Achieve District annual budget to maintain fund balance reserves ( <i>annually</i> )	Manage payroll to meet or exceed personnel budget to ensure maximize operational efficiency.	Meet or exceed Payroll Budget.
	Monthly budget monitoring to maintain at or below projected budget expenses.	Not to exceed budget expenses.
Perform internal control audits ( <i>annually</i> )	Monthly budget monitoring and proper costing out on menus to maintain a 32% food cost and 26% beverage cost.	32% food cost and 26% beverage cost.

**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

**District Objective 1: Create and sustain quality parks, facilities, programs and services**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Utilize best practices to maximize operational efficiencies as a District ( <i>annually</i> )	Provide a clean and well maintained clubhouse facility and equipment consistent with district standards.	Complete daily checklist and rectify and identify deficiencies and remedy as necessary. 90% Completion Rate.
	Provide a well-manicured golf course consistent with adopted 2015 maintenance goals.	Weekly inspection with golf course superintendent, identify deficiencies and remedy as necessary. 90% Completion Rate.

**District Initiative 2: Utilize best practices**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Enhance overall quality of natural areas ( <i>annually</i> )	Maintain a portion of the natural areas by the use of the goats.	Complete by 3 <sup>rd</sup> Qtr.

**District Objective 3: Advance environmental and safety awareness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Implement best practices to maintain a minimum score of 95% in the District-wide IPRA environmental report card ( <i>annually</i> )	Maintain IPRA's Environmental Report Card.	By end of 4 <sup>th</sup> quarter.

**DISTRICT GOAL 4: PROMOTE QUALITY LEADERSHIP AND SERVICES**

**District Objective 1: Develop leadership that ensures workforce readiness**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Develop a new hire training program that addresses District policies and procedures ( <i>short-term</i> )	Train all Part Time employees in all departments on service plan.	Train 100% PT Employees in all departments by March. Train All new hires after March with 15 days of hire.
Utilize best practices to maximize operational efficiencies as a District ( <i>annually</i> )	Train staff in selling/upselling opportunities and services available at BPC.	Train key staff by end of 2 <sup>nd</sup> Qtr.
Incorporate incentive programs for healthy habits for employees ( <i>short/mid-term</i> )	Have key staff attend HEPD AED & CPR training.	Have at least 24 key staff members maintain certification by end of 2 <sup>nd</sup> Qtr.

**District Objective 2: Build organization culture based on I-2 CARE Values**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Continue to foster openness in communication District-wide ( <i>annually</i> )	Conduct weekly staff meetings during prime season with key personal to discuss operations, golf events and special events.	40 weekly meetings.

**District Objective 3: Promote continuous learning and encourage innovative thinking**

<b>CMP Initiative</b>	<b>Division Action</b>	<b>Measure/Timeline</b>
Promote furthering educational opportunities of staff by encouraging participation in workshops, conferences and other educational opportunities ( <i>annually</i> )	All F&B Employees become BASSET Certified & Food Serve Safe.	100% of all F&B Employees.

**2016 BUDGET GOALS, OBJECTIVES & INITIATIVES**

**DISTRICT GOAL 1: PROVIDE HEALTHY AND ENJOYABLE EXPERIENCES FOR ALL PEOPLE**

**District Objective 1: Offer healthy and enjoyable experiences that promote equal access**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Develop performance measurement system to evaluate value in programming structure.	Establish ROI by evaluating and recommending chargeback procedure for internal programming usage of marquee signage.	Develop and recommend by 2 <sup>nd</sup> qtr.

**District Objective 3: Connect and engage our community**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Educate residents regarding District financial stewardship and transparency.	Provide financial/budget overview for Park Perspectives.	March 2016 for Spring issue.
	Maintain FOIA compliance and transparency aspects of the District to ensure Illinois Policy Institute Sunshine award status.	Post within 30 days of approval.

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

**District Objective 1: Achieve annual and long range financial plans**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Achieve District annual budget to maintain fund balance reserves.	Achieve District annual budget to ensure maintaining fiscal year projected fund balance reserves.	Achieve by December 2016.
	Create 2017 annual balanced budget.	Achieve by November 2016.
	Conduct budget preparation Hoffman U session for all staff.	Achieve by July 2016.
Develop new business plan structure, including cost recovery goals, program trends, markets served, and competition.	Collaborate with recreation and facilities divisions to determine program ROI and subsidized programs and percentage level of support.	Achieve by July 2016.

**District Objective 2: Generate alternative revenue**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Secure additional alternative sources of revenue to support financial goals.	Evaluate opportunities to work with an independent grant writer.	Achieve recommendation by 1 <sup>st</sup> qtr.
Support Friends of HE Parks to expand level of	Submit accumulated American Express points	Achieve semi-annually in April and

financial support provided to District and our residents for scholarship and special projects.	for donation to Friends of HE Parks.	October.
	DD to act as staff liaison for Friends of HE Parks and provide usage of sponsorship coordinator.	Attend 80% of board meetings and events.
Develop strategies to attract additional sponsors and new partnerships.	Hire a FT sponsorship coordinator.	Achieve by 2 <sup>nd</sup> qtr.
	Generate additional \$150,000 of advertising/sponsorship/marquee revenue.	Achieve; March 2016      \$25,000 June 2016        \$35,000 September 2016 \$40,000 December 2016 \$50,000
	Expand and develop community relationships by attending local community events and meetings.	Attend minimum of 12 community meetings and events.

**District Objective 3: Utilize our resources effectively and efficiently**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Perform internal control audits.	Conduct random cash audits at all facilities. Utilize video as needed.	Conduct monthly at all service desks.
	Conduct surprise audits of program personnel and independent contractors to ensure classes are held with properly registered participants meeting minimum numbers. Utilize video as needed.	Conduct monthly taking into account seasonality of programming.
	Conduct ledger audits to ensure financial integrity.	Conduct quarterly.
	Conduct trial balance audits to reduce District receivable exposure.	Conduct monthly by providing statements to program managers.
	Conduct program revenue audits including waitlists and minimum/maximum requirements to ensure cost recovery.	Conduct twice monthly.
	Conduct facility usage and membership audits, utilizing video as necessary to ensure cost recovery.	Conduct monthly at all facilities.
Reduce utility expenses in parks and facilities by converting to alternative energy resources.	Maintain offline audit control of all utility usage to monitor abnormalities.	Prepare monthly.

**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

**District Objective 1: Create and sustain quality parks, facilities, programs and services**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Maintain environmental best practice certification.	Ensure administrative and finance division section compliance with IPRA Environmental Scorecard.	Achieve annually maintaining 100% compliance.
Enhance Wi-Fi services at District facilities.	Evaluate new access points and PTP at remote sites to ensure connectivity.	Monitor monthly and ensure 98% hardware up time.
Evaluate implications of a smoke-free District policy.	Collaborate with staff and other districts best practices to determine implications of a smoke free District wide practice.	Achieve recommendation by 3 <sup>rd</sup> qtr.

**District Initiative 2: Utilize best practices**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Continue to promote operational safety excellence utilizing procedures and best practices to maintain PDRMA accreditation.	Administrative and finance division to achieve excellent score for PDRMA accreditation section.	Prepare accreditation materials by 4 <sup>th</sup> qtr. to achieve an excellent score in 2017.
	HR manager to cross train with safety coordinator to ensure work force readiness.	Cross training process to begin 4 <sup>th</sup> qtr. for accreditation in 2017.
Ensure operational compliance with legal mandates.	Attend legal symposium.	Achieve by November 2016.
	Attend legislative conference.	Achieve by May 2016.
	Monitor state and federal legal mandates and implement policies as needed.	Approve policies within 45 days of any legal mandates.
Maintain and develop operational processes required to achieve accreditation status for CAPRA and Illinois Distinguished Agency standards.	Maintain all A&F related District reaccreditation for Illinois Distinguished Agency standards to ensure 100% compliance with CAPRA standards.	Achieve by 3 <sup>rd</sup> qtr.
Maintain financial accreditation CAFR.	Prepare CAFR for previous fiscal year.	Achieve by June 2016.
Maintain operations through software updates and enhancements for desktop and network infrastructure.	Upgrade and implement VSI RecTrac V3, if recommended.	Achieve by 4 <sup>th</sup> qtr.
	TC video security- upgrade server and purchase 10 additional cameras.	Achieve by 3 <sup>rd</sup> qtr.
	Purchase and install virtual computer servers (HEPD-APPS01, HEPD-ACCT, HEPD-RECV3)	Achieve by 3 <sup>rd</sup> qtr.
	Purchase, image and deploy replacement desktop computers.	Achieve by 4 <sup>th</sup> qtr.

	Purchase and replace (10) computer monitors District wide.	Achieve by 3 <sup>rd</sup> qtr.
	Purchase and replace boardroom laptop computers.	Achieve by 4 <sup>th</sup> qtr.
	Purchase and replace copiers (WRC/Business).	Achieve by 3 <sup>rd</sup> qtr.
	Purchase and install scanners (HR/Business)	Achieve by 3 <sup>rd</sup> qtr.
	Purchase and install required PCI compliant (2016) credit card encrypted mag stripe, bar code readers, and VeriFone machines District wide to minimize vulnerability to customer and District.	Achieve by 4 <sup>th</sup> qtr.
	Achieve PCI certification by completing PCI self-assessment.	Achieve by 4 <sup>th</sup> qtr.
	Complete electronic systems operating scans with Trust Keeper to be alerted to potential vulnerabilities.	Achieve a “pass” rating quarterly.
	Update the IPRA salary system for online use for all full and part time staff.	Update annually by 2 <sup>nd</sup> qtr.
	Purchase and replace computer touchscreens (TC/WRC/PS)	Achieve by 2 <sup>nd</sup> qtr.
	Purchase and replace Freedom Run firewall.	Achieve by 2 <sup>nd</sup> qtr.
	Purchase and replace District server room AC unit.	Achieve by 2 <sup>nd</sup> qtr.
Maintain PRORAGIS database to ensure compliance with CAPRA and National Gold Medal standards.	Ensure required input for CAPRA.	Achieve by 4 <sup>th</sup> qtr.
Monitor employee hours worked to ensure legal compliance with state and federal mandates.	Implement FinTrac Scheduling for all non-exempt employees District wide.	Achieve by April 2016.
	Monitor IMRF eligible staff and educate managers/supervisors regarding the 30 hour threshold.	Achieve monthly.
	Monitor PT employees hours worked regarding the PPACA compliance.	Achieve monthly.
	Implement benefit scheduling and tracking software in conjunction with new accounting software.	Achieve by 3 <sup>rd</sup> qtr.
	Complete all IRS reporting required for PPACA.	Achieve 1095C by January 2016. Achieve 1094C by February 2016.

Utilize best practices to maximize operational efficiencies as a District.	Continue to research processes and opportunities with other Districts to ensure operating at a high level and utilizing industry best practices.	Achieve research with new accounting software by 1 <sup>st</sup> qtr. and achieve as new opportunities are presented.
Develop a redundancy plan for virtual servers to enhance District disaster recovery plan.	Update District disaster recovery policy.	Achieve by 1 <sup>st</sup> qtr.
Replace District accounting software.	Purchase, implement and train on new accounting software.	Go LIVE by November 2016.

**District Objective 3: Advance environmental and safety awareness**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Develop additional programs and processes to support conservation and green initiatives.	Investigate opportunities within new accounting software to scan accounts payable invoices and human resource records to minimize paper storage and further District green initiatives.	Achieve by December 2016.
	Promote electronic payments for vendors willing to accept ACH payment to further green initiatives.	Achieve with 25% of vendors electing electronic payment.

**DISTRICT GOAL 4: PROMOTE QUALITY LEADERSHIP AND SERVICES**

**District Objective 1: Develop leadership that ensures workforce readiness**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Continually expand and update Hoffman U training curriculum to enhance workforce knowledge and readiness.	Conduct and continually expand Hoffman U training curriculum with training in purchasing, IMRF, PDRMA, budget, IT, ROI in programming, registration and accounting software.	Achieve annually with a minimum of 8 calendar offerings.
Continue emphasis on cross-training and ensure workforce readiness.	Continue to review and enhance division succession plans.	Evaluate and revise by meeting monthly with staff.
	DD to cross train with ED to ensure work force readiness for CAPRA and Distinguished Agency accreditations.	Achieve distinguished agency accreditation by meeting monthly to prepare for 4 <sup>th</sup> qtr. accreditation process.
	Continue emphasis on cross training within division to ensure work force readiness.	Achieve continually by performing tasks and having a bi-annually touch base to ensure any changes in processing are learned.
Continue to evaluate and create procedures and	Evaluate, modify and develop District	Review all business, human resource, and



training to promote a high level of internal customer service.	procedures to ensure operating at a high level of customer service.	IT procedures and revise as deemed appropriate by September 2016.
	Evaluate and update the written review procedure.	Achieve by July 2016.
Create action plan to reduce unemployment costs.	Develop a procedure to outline alternate or modified light duty work plans.	Achieve by 2 <sup>nd</sup> qtr.
Enhance IT support to promote quality and timely delivery of internal and external services.	Ensure staff usage of <a href="mailto:support@heparks.org">support@heparks.org</a> for optimal response time.	Achieve by ensuring 90% of all IT needs requested through portal.
	Provide continuation of IT PT support.	Achieve by 1 <sup>st</sup> qtr,
Investigate District-wide cooperative purchasing opportunities.	Establish internal cooperative purchasing procedure.	Achieve recommendation by 2 <sup>nd</sup> qtr.

**District Objective 2: Build organization culture based on I-2 CARE Values**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Continue to foster openness in communication District-wide.	Divisionally, at minimum, one staff will sit on District Team Committee.	Achieve continually.
Promote healthy lifestyles through work environment best practices.	Promote PDRMA PATH program.	Achieve annually with 70% participation of all FT staff.

**District Objective 3: Promote continuous learning and encourage innovative thinking**

<b>CMP Initiative</b>	<b>Division Action:</b>	<b>Measure/Timeline</b>
Promote furthering educational opportunities of staff by encouraging participation in workshops, conferences and other educational opportunities.	Attend legislative conference.	Achieve by May 2016.
	DD attend Year 2 Director's school.	Achieve by November 2016.
	SB achieve CPRP.	Achieve by November 2016.
	Attend IPRA/IAPD conference.	Achieve by 1 <sup>st</sup> qtr.
	Attend NRPA Congress.	Achieve by 3 <sup>rd</sup> qtr.
	Attend PDRMA risk management institute.	Achieve by November 2016.
Develop a new hire training program that addresses District policies and procedures.	Reevaluate District orientation process.	Update procedure by May 2016.

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 01-GENERAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					3,264,183
ADMINISTRATION					
REVENUES					
	INTERFUND CHARGES	2,804,193	1,285,641	2,794,527	1,738,865
	TAXES	2,841,000	2,720,879	2,866,000	2,921,000
	INVESTMENT INCOME	50,000	95,613	51,070	50,000
	DONATIONS	0	0	0	0
	ADVERTISING REVENUE	0	0	0	224,000
	GRANT REIMBURSEMENT	0	0	0	0
	RENTAL INCOME	60,576	45,202	170,780	88,776
	MISCELLANEOUS	15,000	35,776	35,776	15,000
TOTAL REVENUES: ADMINISTRATION		5,770,769	4,183,111	5,918,153	5,037,641
ADMINISTRATION					
EXPENSES					
	INTERFUND CHARGES	1,141,000	49,500	1,141,000	149,140
	ADVERTISING EXPENSE	0	0	0	8,400
	PROPERTY & LIABILITY INSURANCE	152,760	76,378	152,756	159,075
	EMPLOYMENT INSURANCE	150,085	75,036	150,080	144,430
	UNEMPLOYMENT INSURANCE	85,000	56,149	85,000	85,000
	LOSS PREVENTION	5,500	5,917	6,300	6,600
	AUDIT SERVICE	22,225	22,225	22,225	22,895
	PAYROLL	1,232,894	932,642	1,252,195	1,380,612
	EMPLOYEE BENEFITS	547,850	384,521	528,850	561,850
	EDUCATION & TRAINING	14,750	10,843	13,000	15,050
	CONTRACTED SERVICES	85,000	16,713	24,400	49,000
	SERVICE & RENTAL AGREEMENTS	36,285	32,337	34,800	55,729
	SUPPLIES	20,000	10,987	16,500	20,000
	DUES & SUBSCRIPTIONS	20,985	15,842	20,500	20,225
	ADMINISTRATIVE EXPENSES	33,450	23,553	28,575	34,470
	UTILITIES	7,476	7,859	10,740	11,256
	EQUIPMENT	7,305	1,810	3,250	4,400
	TECHNOLOGY	49,050	21,081	35,000	69,850
	MISCELLANEOUS	0	527	527	0
TOTAL EXPENSES: ADMINISTRATION		3,611,615	1,743,920	3,525,698	2,797,982
MAINTENANCE					
REVENUES					

FUND: 01-GENERAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
MAINTENANCE					
REVENUES					
	GRANT REIMBURSEMENT	14,500	5,000	5,000	0
	MISC. INCOME	0	500	500	0
-----					
TOTAL REVENUES: MAINTENANCE		14,500	5,500	5,500	0
MAINTENANCE					
EXPENSES					
	LOSS PREVENTION	20,625	14,435	18,500	20,625
	PAYROLL	1,509,985	1,085,876	1,485,503	1,621,848
	EMPLOYEE BENEFITS	9,400	8,339	9,400	10,000
	EDUCATION & TRAINING	7,500	3,679	5,000	5,400
	CONTRACTED SERVICES	12,760	11,290	12,360	12,760
	SERVICE & RENTAL AGREEMENTS	0	0	0	0
	SUPPLIES	18,500	8,101	15,500	18,500
	DUES & SUBSCRIPTIONS	1,450	1,880	1,865	2,000
	ADMINISTRATIVE EXPENSES	2,250	1,614	2,436	3,000
	UTILITIES	100,484	101,467	123,820	96,228
	EQUIPMENT	6,000	3,483	6,000	6,000
	EQUIPMENT MAINTENANCE & REPAIR	78,500	71,225	84,500	83,500
	FACILITY MAINTENANCE	83,500	86,968	100,000	31,098
	PROPERTY & FIELD MAINTENANCE	164,500	91,704	125,905	128,500
	FUEL & LUBRICANTS	101,200	59,535	81,000	85,200
-----					
TOTAL EXPENSES: MAINTENANCE		2,116,654	1,549,596	2,071,789	2,124,659
2014 CAPITAL PROJECTS					
EXPENSES					
	COMPRESSOR REPLACEMENT	0	0	0	0
-----					
TOTAL EXPENSES: 2014 CAPITAL PROJECTS		0	0	0	0
2015 CAPITAL PROJECTS					
EXPENSES					

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 01-GENERAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 CAPITAL PROJECTS					
EXPENSES					
	REPLACE UPS BATTERY ARRAY	11,000	0	11,000	0
	DISTRICT SOFTWARE CONVERSION	7,000	0	0	0
	DISTRICT FACILITY WI-FI	10,000	6,315	6,315	0
	COPIER REPLACEMENT	9,000	8,851	8,851	0
-----					
	TOTAL EXPENSES: 2015 CAPITAL PROJECTS	37,000	15,166	26,166	0
	TOTAL FUND REVENUES & BEG. BALANCE	5,785,269	4,188,611	5,923,653	8,301,824
	TOTAL FUND EXPENSES	5,765,269	3,308,682	5,623,653	4,922,641
	FUND SURPLUS (DEFICIT)	20,000	879,929	300,000	3,379,183

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

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FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					2,393,658
ADMINISTRATION					
REVENUES					
	INTERFUND CHARGES	443,682	332,757	427,086	415,213
	TAXES	1,010,000	971,513	1,020,000	1,020,000
	INVESTMENT INCOME	0	0	11,120	9,608
	GRANT REIMBURSEMENT	0	0	0	0
	FACILITY RENTALS	90,520	73,314	89,425	90,522
	MERCHANDISE RESALE	720	976	1,200	1,200
	MISCELLANEOUS	10,000	9,287	9,287	0
TOTAL REVENUES: ADMINISTRATION		1,554,922	1,387,847	1,558,118	1,536,543
ADMINISTRATION EXPENSES					
	INTERFUND CHARGES	912,143	684,108	912,143	930,776
	RENTAL EXPENSES	800	0	0	800
	PAYROLL	689,449	485,171	651,818	635,842
	EMPLOYEE BENEFITS	1,000	0	1,000	1,000
	EDUCATION & TRAINING	8,950	7,579	8,750	8,950
	CONTRACTED SERVICES	37,346	30,948	38,580	38,216
	SERVICE & RENTAL AGREEMENTS	17,030	18,138	18,138	18,078
	SUPPLIES	400	20	30	400
	DUES & SUBSCRIPTIONS	3,228	2,640	3,500	3,228
	ADMINISTRATIVE EXPENSES	5,000	804	750	3,000
	UTILITIES	549,352	393,961	522,620	552,924
	EQUIPMENT	1,500	232	1,000	5,932
	FACILITY MAINTENANCE	16,557	606	5,000	24,197
	MISCELLANEOUS	70,000	51,228	67,200	68,500
TOTAL EXPENSES: ADMINISTRATION		2,312,755	1,675,435	2,230,529	2,291,843
COMMUNICATIONS & MARKETING REVENUES					
	CORPORATE RELATIONS	67,000	44,088	52,187	0
TOTAL REVENUES: COMMUNICATIONS & MARKETING		67,000	44,088	52,187	0
COMMUNICATIONS & MARKETING EXPENSES					

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
COMMUNICATIONS & MARKETING					
EXPENSES					
CORPORATE RELATIONS		7,050	531	831	0
PAYROLL		186,583	142,118	188,980	192,145
PROFESSIONAL EDUCATION		3,800	2,744	2,655	3,300
CONTRACTUAL SERVICE		4,120	4,508	5,007	4,960
SUPPLIES		1,650	4,205	4,304	2,970
DUES & SUBSCRIPTIONS		6,282	7,102	7,467	8,757
POSTAGE		40,558	32,502	40,701	39,800
PRINTING & PUBLICATION		66,500	68,117	83,793	67,910
ADVERTISING		14,257	7,147	8,208	7,758
-----					
TOTAL EXPENSES: COMMUNICATIONS & MARKETING		330,800	268,974	341,946	327,600
MAINTENANCE					
EXPENSES					
PAYROLL		194,153	145,278	195,029	196,396
SUPPLIES		18,594	17,800	17,800	17,594
-----					
TOTAL EXPENSES: MAINTENANCE		212,747	163,078	212,829	213,990
TRIPHAHN CENTER					
REVENUES					
RENTALS		35,645	23,975	33,055	35,795
MEMBERSHIPS		229,365	167,938	223,950	228,901
GUEST SERVICES		6,989	6,035	7,438	8,305
GENERAL PROGRAMS		0	0	0	6,000
FITNESS PROGRAM REVENUE		11,060	6,474	7,932	8,400
-----					
TOTAL REVENUES: TRIPHAHN CENTER		283,059	204,422	272,375	287,401
TRIPHAHN CENTER					
EXPENSES					
RENTALS		2,940	1,712	2,545	2,847
GUEST SERVICES		1,688	1,755	2,035	2,080

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
TRIPHAHN CENTER					
EXPENSES					
GENERAL PROGRAMS		0	0	0	4,200
FITNESS PROGRAM EXPENSE		5,899	4,013	5,490	6,119
PAYROLL		111,805	79,941	107,570	109,219
EMPLOYEE BENEFITS		1,695	1,824	1,824	1,755
SUPPLIES		11,480	6,291	8,400	9,000
PROMOTIONAL EXPENSES		1,856	979	1,500	1,756
FITNESS EQUIPMENT		0	0	0	0
MAINTENANCE & REPAIR		8,599	3,689	4,850	9,749
TOTAL EXPENSES: TRIPHAHN CENTER		145,962	100,204	134,214	146,725
-----					
WILLOW RECREATION CENTER					
REVENUES					
RENTALS		136,835	98,206	120,327	127,760
MEMBERSHIPS		98,126	75,269	98,416	100,904
GUEST SERVICES		3,827	4,151	5,210	6,040
COURT TIME		10,205	7,676	10,500	10,515
MERCHANDISE RESALE		309	89	150	280
LESSONS		2,375	1,047	1,200	2,350
LEAGUES & TOURNAMENTS		3,920	2,628	3,600	3,780
FITNESS PROGRAM REVENUE		23,924	19,498	27,000	26,968
TOTAL REVENUES: WILLOW RECREATION CENTER		279,521	208,564	266,403	278,597
-----					
WILLOW RECREATION CENTER					
EXPENSES					
RENTALS		21,928	10,872	14,738	17,565
MEMBERSHIPS		7,360	2,471	3,500	3,500
GUEST SERVICES		560	1,242	1,507	1,679
MERCHANDISE RESALE		254	0	250	254
LESSONS		1,360	539	840	1,395
LEAGUES & TOURNAMENTS		650	290	500	650
FITNESS PROGRAM EXPENSE		15,407	12,947	16,449	17,399
PAYROLL		92,043	52,817	66,977	68,945
EMPLOYEE BENEFITS		1,380	148	1,380	1,400

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
WILLOW RECREATION CENTER					
EXPENSES					
SUPPLIES		4,186	1,660	2,800	3,351
PROMOTIONAL EXPENSES		2,186	1,026	1,700	1,516
FITNESS EQUIPMENT		3,350	725	2,200	2,200
MAINTENANCE & REPAIR		2,920	2,200	3,000	3,575
FACILITY MAINTENANCE		5,485	2,852	3,200	12,700
-----					
TOTAL EXPENSES: WILLOW RECREATION CENTER		159,069	89,789	119,041	136,129
GENERAL LEISURE SERVICES					
REVENUES					
RENTALS		5,500	2,100	2,100	5,000
GENERAL PROGRAMS		15,735	13,326	18,809	21,771
DAYCAMPS		112,886	92,578	92,567	99,958
DANCE		118,063	90,767	118,500	137,517
GYMNASTICS		81,162	69,657	91,000	91,100
ARTS & CRAFTS		5,040	3,694	4,242	5,040
MARTIAL ARTS		124,698	86,998	110,255	112,294
TEEN PROGRAMS/EVENTS		0	0	0	0
SPECIAL EVENTS		17,000	10,988	15,008	15,945
-----					
TOTAL REVENUES: GENERAL LEISURE SERVICES		480,084	370,108	452,481	488,625
GENERAL LEISURE SERVICES					
EXPENSES					
RENTALS		3,458	1,598	1,598	2,960
GENERAL PROGRAMS		5,533	4,429	7,806	12,190
DAYCAMPS		61,774	48,851	48,849	51,021
DANCE		63,708	55,354	71,809	77,579
GYMNASTICS		61,813	48,358	65,700	66,770
ARTS & CRAFTS		3,528	2,448	2,837	3,528
MARTIAL ARTS		88,293	55,184	77,305	80,064
VOGELEI PROGRAMS		4,978	4,123	5,329	5,038
SPECIAL EVENTS		44,961	30,665	39,922	43,330
-----					
TOTAL EXPENSES: GENERAL LEISURE SERVICES		338,046	251,010	321,155	342,480
SENIOR					
REVENUES					



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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
SENIOR					
REVENUES					
MEMBERSHIPS		12,000	5,529	7,500	8,100
SENIOR PROGRAMS		80,603	70,878	81,494	84,200
TOTAL REVENUES: SENIOR		92,603	76,407	88,994	92,300
-----					
SENIOR					
EXPENSES					
SENIOR PROGRAMS		60,509	60,310	70,489	71,638
TOTAL EXPENSES: SENIOR		60,509	60,310	70,489	71,638
-----					
EARLY CHILDHOOD					
REVENUES					
GRANT REVENUE		0	10,644	10,644	0
GENERAL PROGRAMS		53,573	38,349	51,632	53,707
DAYCAMPS		237,913	247,503	247,503	250,260
PRESCHOOL		242,527	158,898	245,741	239,174
PARENT/TOT		17,873	13,626	17,000	18,373
STAR PROGRAMS		727,760	508,291	754,414	764,824
FULL DAY CARE		267,514	228,836	295,000	305,003
TOTAL REVENUES: EARLY CHILDHOOD		1,547,160	1,206,147	1,621,934	1,631,341
-----					
EARLY CHILDHOOD					
EXPENSES					
GRANT EXPENSE		0	2,500	2,500	0
GENERAL PROGRAMS		30,680	20,949	29,441	28,793
DAYCAMPS		119,432	120,521	120,521	119,026
PRESCHOOL		148,855	102,011	138,029	137,749
PARENT/TOT		9,495	7,307	9,495	9,495
STAR PROGRAMS		392,176	247,113	360,156	342,242
FULL DAY CARE		154,331	136,082	181,745	181,242
TOTAL EXPENSES: EARLY CHILDHOOD		854,969	636,483	841,887	818,547
-----					
YOUTH BASEBALL & SOFTBALL					
REVENUES					

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
YOUTH BASEBALL & SOFTBALL					
REVENUES					
	BOYS BASEBALL	51,480	39,454	39,454	45,160
	GIRLS SOFTBALL	5,800	4,365	4,365	4,500
	BOYS TRAVEL BASEBALL	4,320	0	4,140	4,140
TOTAL REVENUES: YOUTH BASEBALL & SOFTBALL		61,600	43,819	47,959	53,800
-----					
YOUTH BASEBALL & SOFTBALL					
EXPENSES					
	BOYS BASEBALL	23,667	16,129	16,360	20,155
	GIRLS SOFTBALL	948	1,528	2,066	2,365
TOTAL EXPENSES: YOUTH BASEBALL & SOFTBALL		24,615	17,657	18,426	22,520
-----					
ADULT ATHLETICS					
REVENUES					
	GENERAL PROGRAMS	3,440	1,120	1,120	3,440
	BASKETBALL LEAGUES	40,320	26,579	34,560	38,000
	SOFTBALL LEAGUES	19,660	11,022	13,240	15,620
	FOOTBALL LEAGUES	18,720	5,580	9,540	11,080
TOTAL REVENUES: ADULT ATHLETICS		82,140	44,301	58,460	68,140
-----					
ADULT ATHLETICS					
EXPENSES					
	GENERAL PROGRAMS	2,214	0	0	2,408
	BASKETBALL LEAGUES	30,967	18,671	22,149	23,277
	SOFTBALL LEAGUES	9,080	4,101	5,620	7,074
	FOOTBALL LEAGUES	12,311	2,896	6,508	6,679
TOTAL EXPENSES: ADULT ATHLETICS		54,572	25,668	34,277	39,438
-----					
YOUTH ATHLETICS					
REVENUES					

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FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
YOUTH ATHLETICS					
REVENUES					
GENERAL PROGRAMS		14,000	8,645	9,209	12,010
ATHLETIC CAMPS		20,960	19,198	21,150	21,815
YOUTH VOLLEYBALL		9,720	0	6,500	8,270
YOUTH BASKETBALL		49,500	42,056	42,056	44,250
SOCCER - IN HOUSE LEAGUES		81,050	44,398	60,830	59,800
SOCCER - TRAVEL		20,625	16,593	25,200	29,345
-----					
TOTAL REVENUES: YOUTH ATHLETICS		195,855	130,890	164,945	175,490
YOUTH ATHLETICS					
EXPENSES					
GENERAL PROGRAMS		9,842	2,883	7,903	7,923
ATHLETIC CAMPS		12,488	11,753	14,062	13,962
YOUTH VOLLEYBALL		3,973	216	2,492	3,014
YOUTH BASKETBALL		27,396	23,709	23,222	23,987
SOCCER - IN HOUSE LEAGUES		40,945	20,152	23,921	26,696
SOCCER - TRAVEL		2,260	0	0	0
-----					
TOTAL EXPENSES: YOUTH ATHLETICS		96,904	58,713	71,600	75,582
SEASCAPE AQUATIC CENTER					
REVENUES					
RENTALS & PRIVATE PARTIES		19,940	23,003	23,003	23,014
MEMBERSHIPS		81,950	67,149	67,244	78,775
DAILY FEES		116,300	127,263	127,263	117,000
MERCHANDISE RESALE		180	9	9	100
CONCESSION SALES/RENTAL		3,100	2,741	2,741	2,800
GENERAL PROGRAMS		43,345	34,003	34,003	39,870
SPECIAL EVENT		2,100	1,600	1,600	2,000
-----					
TOTAL REVENUES: SEASCAPE AQUATIC CENTER		266,915	255,768	255,863	263,559
SEASCAPE AQUATIC CENTER					
EXPENSES					
GENERAL PROGRAMS		12,089	13,784	13,781	16,122

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FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
SEASCAPE AQUATIC CENTER					
EXPENSES					
	SPECIAL EVENT	1,040	847	847	850
	PAYROLL	204,745	161,931	164,403	158,575
	EMPLOYEE BENEFITS	3,080	3,153	3,153	3,080
	EDUCATION & TRAINING	6,012	9,215	9,215	9,010
	CONTRACTED SERVICES	4,210	4,479	4,956	5,010
	SUPPLIES	18,745	23,997	23,997	21,445
	DUES & SUBSCRIPTIONS	375	15	15	375
	PROMOTIONAL EXPENSES	2,500	649	649	2,500
	UTILITIES	92,500	79,859	85,720	90,810
	EQUIPMENT	1,865	1,251	1,251	4,645
	EQUIPMENT MAINTENANCE & REPAIR	2,481	9,912	10,912	8,872
	FACILITY MAINTENANCE & REPAIRS	7,274	4,845	6,000	7,265
TOTAL EXPENSES: SEASCAPE AQUATIC CENTER		356,916	313,937	324,899	328,559
-----					
ICE RINK					
REVENUES					
	RENTALS	706,295	434,144	695,460	696,495
	DAILY ADMISSIONS	70,020	42,535	59,600	60,800
	PRO SHOP	9,600	7,425	9,600	9,600
	CONCESSIONS	10,715	5,683	7,700	10,500
	LESSONS	370,885	317,133	388,050	366,650
	CAMPS	57,500	50,088	54,000	29,400
	ADULT LEAGUES	90,000	38,395	67,000	72,000
	YOUTH LEAGUES	447,300	302,096	449,975	492,300
	SPECIAL EVENTS	4,700	2,600	3,840	3,200
TOTAL REVENUES: ICE RINK		1,767,015	1,200,099	1,735,225	1,740,945
-----					
ICE RINK					
EXPENSES					
	INTERFUND TRANSFERS	750,000	562,500	750,000	787,500
	RENTALS	4,000	903	3,000	3,000
	LESSONS	157,047	118,735	160,151	145,869
	CAMPS	8,351	20,357	21,046	13,819

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
ICE RINK					
EXPENSES					
	ADULT LEAGUES	8,397	4,033	5,167	5,167
	YOUTH LEAGUES	223,154	165,820	230,466	234,220
	SPECIAL EVENTS	3,000	0	0	0
	PAYROLL	436,963	320,212	426,063	420,894
	UNIFORMS	3,000	1,198	1,400	1,500
	PROFESSIONAL EDUCATION	1,000	413	542	500
	CONTRACTED SERVICES	16,000	9,724	14,000	14,000
	SUPPLIES	1,750	0	800	3,360
	DUES & SUBSCRIPTIONS	525	240	525	525
	MILEAGE REIMBURSEMENT	600	444	600	600
	ADVERTISING	3,500	937	2,000	3,000
	UTILITIES	6,240	4,524	6,600	6,600
	EQUIPMENT	2,010	2,922	2,922	1,590
	EQUIPMENT MAINTENANCE	2,973	5,247	5,500	5,051
	FACILITY MAINTENANCE	3,500	2,879	3,000	3,750
TOTAL EXPENSES: ICE RINK		1,632,010	1,221,088	1,633,782	1,650,945
2014 CAPITAL PROJECTS					
EXPENSES					
	REPLACE TCIA GYM DOORS	0	0	0	0
	SEASCAPE POOL PUMP REBUILDS	0	0	0	0
	ICE COMPRESSOR REBUILDS	0	0	0	0
	TCIA PAINT FITNES CTR CEILING	0	0	0	0
	TCIA ENTRANCE GRATINGs	0	0	0	0
	REPLACE TCIA SKATE SHARPENER	0	0	0	0
	REPLACE WRC ONE MAN LIFT	0	0	0	0
	TCIA GYM FLOOR REFINISH	0	0	0	0
TOTAL EXPENSES: 2014 CAPITAL PROJECTS		0	0	0	0
2015 CAPITAL IMPROVEMENTS					
EXPENSES					

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FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 CAPITAL IMPROVEMENTS					
EXPENSES					
	REPLACE FITNESS EQUIPMENT	10,500	9,273	9,273	0
	REPLACE ICE EQUIP GATE/POST(2)	11,000	0	0	0
	REPLACE SEA PUMPS 1 & 2	14,000	26,190	26,190	0
	REPAIR WRC N/S ENTRY CEILINGS	8,000	0	0	0
	ICE BHRINE INHIB & 240 VOLT	9,000	0	0	0
	REBUILD ICE COMPRESSOR	10,500	9,407	9,407	0
-----					
	TOTAL EXPENSES: 2015 CAPITAL IMPROVEMENTS	63,000	44,870	44,870	0
2016 CAPITAL IMPROVEMENTS					
EXPENSES					
	SEA REBUILD PUMP #5	0	0	0	5,750
	TC VIDEO SECURITY UPGRADES	0	0	0	5,000
	TC/WRC FITNESS EQUIPMENT RPLC	0	0	0	10,000
	ICE ARENA COMPRESSOR REBUILD	0	0	0	10,000
	VOG A/C UNIT (2) REPLACE	0	0	0	5,000
	WRC COPIER REPLACE	0	0	0	5,000
	WRC FLOORING CARPET/TILE	0	0	0	10,000
-----					
	TOTAL EXPENSES: 2016 CAPITAL IMPROVEMENTS	0	0	0	50,750
	TOTAL FUND REVENUES & BEG. BALANCE	6,677,874	5,172,460	6,574,944	9,010,399
	TOTAL FUND EXPENSES	6,642,874	4,927,216	6,399,944	6,516,746
	FUND SURPLUS (DEFICIT)	35,000	245,244	175,000	2,493,653

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 07-IMRF

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					260,584
ADMINISTRATION					
REVENUES					
INTERFUND TRANSFERS		800,000	0	800,000	0
TAXES		505,000	486,369	510,000	565,000
INVESTMENT INCOME		1,816	0	1,238	841
-----					
TOTAL REVENUES: ADMINISTRATION		1,306,816	486,369	1,311,238	565,841
ADMINISTRATION					
EXPENSES					
INTERFUND CHARGES		451,816	338,859	436,238	449,841
IMRF		950,000	0	850,000	0
-----					
TOTAL EXPENSES: ADMINISTRATION		1,401,816	338,859	1,286,238	449,841
TOTAL FUND REVENUES & BEG. BALANCE		1,306,816	486,369	1,311,238	826,425
TOTAL FUND EXPENSES		1,401,816	338,859	1,286,238	449,841
FUND SURPLUS (DEFICIT)		(95,000)	147,510	25,000	376,584

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 08-DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--		
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET		
-----							
BEGINNING BALANCE					3,604,607		
ADMINISTRATION							
REVENUES							
INTERFUND TRANSFERS		1,400,000	1,049,994	1,300,000	1,465,000		
PROPERTY TAXES		3,200,000	3,091,987	3,250,000	3,275,000		
INVESTMENT INCOME		5,000	0	17,957	20,000		
-----							
TOTAL REVENUES: ADMINISTRATION				4,605,000	4,141,981	4,567,957	4,760,000
SERIES 2004 DEBT CERTIFICATES							
EXPENSES							
BOND PRINCIPAL PAYMENTS		0	0	0	0		
BOND INTEREST PAYMENTS		0	0	0	0		
-----							
TOTAL EXPENSES: SERIES 2004 DEBT CERTIFICATES				0	0	0	0
SERIES 2005							
EXPENSES							
BOND INTEREST PAYMENTS		0	0	0	0		
-----							
TOTAL EXPENSES: SERIES 2005				0	0	0	0
SERIES 2006 LIMITED BONDS							
EXPENSES							
BOND INTEREST PAYMENTS		240,000	120,000	240,000	240,000		
-----							
TOTAL EXPENSES: SERIES 2006 LIMITED BONDS				240,000	120,000	240,000	240,000
2010 A ALTERNATE BONDS							
REVENUES							
2010 ALT BOND (BAB) REBATE		151,400	75,640	151,280	151,400		
-----							
TOTAL REVENUES: 2010 A ALTERNATE BONDS				151,400	75,640	151,280	151,400
2010 A ALTERNATE BONDS							
EXPENSES							



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FUND: 08-DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2010 A ALTERNATE BONDS					
EXPENSES					
	BOND INTEREST PAYMENTS	466,268	233,133	466,266	466,268
TOTAL EXPENSES: 2010 A ALTERNATE BONDS		466,268	233,133	466,266	466,268
-----					
2010 B ALTERNATE BONDS					
EXPENSES					
	BOND INTEREST PAYMENTS	1,038,880	519,440	1,038,880	1,038,880
TOTAL EXPENSES: 2010 B ALTERNATE BONDS		1,038,880	519,440	1,038,880	1,038,880
-----					
2010 C ALTERNATE BONDS					
EXPENSES					
	BOND PRINCIPAL PAYMENT	0	0	0	195,000
	BOND INTEREST PAYMENTS	74,302	37,151	74,302	74,302
TOTAL EXPENSES: 2010 C ALTERNATE BONDS		74,302	37,151	74,302	269,302
-----					
2013 LIMITED BONDS					
EXPENSES					
	SERIES 2012 PRINCIPAL PAYMENTS	0	0	0	0
	SERIES 2012 INTEREST PAYMENTS	0	0	0	0
TOTAL EXPENSES: 2013 LIMITED BONDS		0	0	0	0
-----					
2013 ALTERNATE BONDS					
EXPENSES					
	2013 INTEREST PAYMENTS	809,738	404,869	809,737	809,738
TOTAL EXPENSES: 2013 ALTERNATE BONDS		809,738	404,869	809,737	809,738
-----					
2014 LIMITED BONDS					
REVENUES					

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FUND: 08-DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2014 LIMITED BONDS					
REVENUES					
2014	LIMITED BOND PROCEEDS	0	0	0	0
-----					
TOTAL REVENUES: 2014 LIMITED BONDS		0	0	0	0
2014 LIMITED BONDS					
EXPENSES					
2014	PRINCIPAL PAYMENTS	2,775,000	0	2,740,000	0
2014	INTEREST PAYMENTS	20,000	27,400	54,800	0
2014	BOND ISSUE COSTS	0	0	0	0
-----					
TOTAL EXPENSES: 2014 LIMITED BONDS		2,795,000	27,400	2,794,800	0
2014 ALTERNATE BONDS					
REVENUES					
2014	ALTERNATE BOND PROCEEDS	0	0	0	0
-----					
TOTAL REVENUES: 2014 ALTERNATE BONDS		0	0	0	0
2014 ALTERNATE BONDS					
EXPENSES					
2014	PRINCIPAL PAYMENTS	0	0	100,000	100,000
2014	INTEREST PAYMENTS	0	281,203	562,407	619,062
2014	BOND ISSUE COSTS	0	0	0	0
-----					
TOTAL EXPENSES: 2014 ALTERNATE BONDS		0	281,203	662,407	719,062
2015 BOND ISSUE					
REVENUES					
2015	LIMITED BOND PROCEEDS	1,665,000	0	1,457,155	0
-----					
TOTAL REVENUES: 2015 BOND ISSUE		1,665,000	0	1,457,155	0
2015 BOND ISSUE					
EXPENSES					

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FUND: 08-DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 BOND ISSUE					
EXPENSES					
	2015 PRINCIPAL PAYMENT	0	0	0	2,790,000
	2015 INTEREST PAYMENTS	0	0	0	30,000
	BOND ISSUE COSTS	37,212	0	35,000	33,150
TOTAL EXPENSES: 2015 BOND ISSUE		37,212	0	35,000	2,853,150
-----					
2016 BOND ISSUE					
REVENUES					
	2016 BOND ISSUE	0	0	0	1,725,000
TOTAL REVENUES: 2016 BOND ISSUE		0	0	0	1,725,000
-----					
2016 BOND ISSUE					
EXPENSES					
	2016 PRINCIPAL PAYMENT	0	0	0	0
	2016 INTEREST PAYMENTS	0	0	0	0
TOTAL EXPENSES: 2016 BOND ISSUE		0	0	0	0
-----					
TOTAL FUND REVENUES & BEG. BALANCE		6,421,400	4,217,621	6,176,392	10,241,007
TOTAL FUND EXPENSES		5,461,400	1,623,196	6,121,392	6,396,400
FUND SURPLUS (DEFICIT)		960,000	2,594,425	55,000	3,844,607

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FUND: 09-SPECIAL RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					230,935
ADMINISTRATION					
REVENUES					
	INTERFUND TRANSFER	275,000	0	275,000	100,000
	TAXES	505,000	486,157	510,000	530,000
	INVESTMENT INCOME	360	0	267	435
-----					
TOTAL REVENUES: ADMINISTRATION		780,360	486,157	785,267	630,435
ADMINISTRATION					
EXPENSES					
	NWSRA ASSESSMENT	315,000	150,387	300,774	304,575
	ADA	0	0	0	0
	SPEC REC RENTAL ALLOCATION	85,860	64,395	85,600	85,860
-----					
TOTAL EXPENSES: ADMINISTRATION		400,860	214,782	386,374	390,435
2014 ADA CAPITAL PROJECTS					
EXPENSES					
	ADA WRC PLAYGROUND	0	0	0	0
	ADA POPLAR PARK PLAYGROUND	0	0	0	0
	ADA COTTONWOOD PK PLAYGROUND	0	0	0	0
	ADA OLMSTEAD SO WALK SLOPE	0	0	0	0
	ADA SHOE FACTORY BIKE TRAIL	7,500	0	0	7,500
	ADA LOCUST PLAYGROUND	0	0	0	0
	ADA DISTRICT FITNESS EQUIP	3,000	0	0	0
-----					
TOTAL EXPENSES: 2014 ADA CAPITAL PROJECTS		10,500	0	0	7,500
2015 ADA CAPITAL PROJECTS					
EXPENSES					
	ADA - PATCH PARKING LOTS	10,000	11,052	11,052	0
	ADA - EVERGREEN PLAYGROUND	52,000	50,537	50,537	0
	ADA - VALLEY PLAYGROUND	29,000	30,278	30,278	0
	ADA - MAPLE PLAYGROUND	28,000	27,997	27,997	0

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FUND: 09-SPECIAL RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 ADA CAPITAL PROJECTS					
EXPENSES					
ADA - HIGHPOINT WALKS/PATHS		250,000	257,529	257,529	0
-----					
TOTAL EXPENSES: 2015 ADA CAPITAL PROJECTS		369,000	377,393	377,393	0
2016 ADA PROJECTS					
EXPENSES					
ADA-CANTERBURY PLAYGROUND RPLC		0	0	0	72,500
ADA-SHEFFIELD PLAYGROUND RPLC		0	0	0	30,750
ADA-VICTORIA N. PLAYGROUND RPL		0	0	0	94,250
ADA-SHOE FACTORY BIKE TRAIL		0	0	0	7,500
-----					
TOTAL EXPENSES: 2016 ADA PROJECTS		0	0	0	205,000
TOTAL FUND REVENUES & BEG. BALANCE		780,360	486,157	785,267	861,370
TOTAL FUND EXPENSES		780,360	592,175	763,767	602,935
FUND SURPLUS (DEFICIT)		0	(106,018)	21,500	258,435

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FUND: 10-FICA

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--		
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET		
-----							
BEGINNING BALANCE					260,473		
ADMINISTRATION							
REVENUES							
	INTERFUND TRANSFER	0	0	0	0		
	PROPERTY TAXES	550,000	534,148	560,000	565,000		
	INVESTMENT INCOME	4,800	0	2,020	1,255		
-----							
TOTAL REVENUES: ADMINISTRATION				554,800	534,148	562,020	566,255
ADMINISTRATION							
EXPENSES							
	INTERFUND TRANSFERS	539,800	404,856	522,020	539,255		
-----							
TOTAL EXPENSES: ADMINISTRATION				539,800	404,856	522,020	539,255
TOTAL FUND REVENUES & BEG. BALANCE				554,800	534,148	562,020	826,728
TOTAL FUND EXPENSES				539,800	404,856	522,020	539,255
FUND SURPLUS (DEFICIT)				15,000	129,292	40,000	287,473

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FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					967,490
ADMINISTRATION					
REVENUES					
INTERFUND TRANSFER		142,417	106,812	140,055	138,772
INVESTMENT INCOME		0	0	3,000	3,000
RENTAL INCOME		208,920	163,486	214,000	217,810
MERCHANDISE RESALE		7,465	3,160	5,000	4,800
MISCELLANEOUS		0	54	0	0
-----					
TOTAL REVENUES: ADMINISTRATION		358,802	273,512	362,055	364,382
ADMINISTRATION					
EXPENSES					
INTERFUND TRANSFERS		731,195	548,388	731,195	756,911
RENTAL EXPENSE		32,184	31,913	41,123	20,923
PAYROLL		667,054	496,912	667,555	673,694
EMPLOYEE BENEFITS		3,270	2,906	3,270	3,270
PROFESSIONAL EDUCATION		3,750	3,275	4,215	6,850
CONTRACTED SERVICES		8,330	6,286	8,370	8,370
EQUIPMENT RENTAL & AGREEMENTS		750	455	805	910
SUPPLIES		7,158	3,775	6,400	6,085
DUES & SUBSCRIPTIONS		25,530	19,629	24,300	23,066
ADMINISTRATIVE EXPENSES		100	32	32	100
UTILITIES		292,944	198,813	281,700	293,288
EQUIPMENT		2,100	806	2,100	2,400
MISCELLANEOUS		50,750	37,685	49,400	50,000
-----					
TOTAL EXPENSES: ADMINISTRATION		1,825,115	1,350,875	1,820,465	1,845,867
ADVERTISING & MARKETING					
EXPENSES					
CONTRACTED SERVICES		2,400	2,300	3,100	5,700
PRINTING & PUBLICATION		56,320	39,383	56,750	57,830
ADVERTISING		8,900	8,013	10,355	10,900
-----					
TOTAL EXPENSES: ADVERTISING & MARKETING		67,620	49,696	70,205	74,430
MAINTENANCE					
EXPENSES					

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
MAINTENANCE EXPENSES					
	PAYROLL	112,457	86,651	114,700	109,280
	CONTRACTED SERVICES	137,707	101,588	135,450	135,450
	SUPPLIES	16,000	15,481	18,000	18,000
	EQUIPMENT	2,750	2,194	2,195	1,000
	EQUIPMENT MAINTENANCE	5,100	3,989	5,100	5,100
	FACILITY MAINTENANCE	8,000	7,047	13,382	25,000
TOTAL EXPENSES: MAINTENANCE		282,014	216,950	288,827	293,830
-----					
FITNESS REVENUES					
	RENTAL INCOME	9,218	4,959	6,400	6,520
	MEMBERSHIP FEES	1,855,000	1,434,779	1,896,500	1,950,000
	GUEST SERVICES	249,532	139,210	182,021	191,127
	MERCHANDISE RESALE	600	295	400	400
	TENNIS LESSONS	278,000	203,638	262,933	264,300
TOTAL REVENUES: FITNESS		2,392,350	1,782,881	2,348,254	2,412,347
-----					
FITNESS EXPENSES					
	GUEST SERVICES EXPENSE	205,566	125,642	166,096	175,003
	MERCHANDISE RESALE COGS	400	237	300	300
	FITNESS PROGRAM EXPENSES	117,662	92,673	122,447	124,058
	TENNIS LESSONS	196,350	136,244	186,291	186,975
	PAYROLL	31,228	22,797	30,279	34,971
	SUPPLIES	67,884	49,537	63,884	65,994
	EQUIPMENT MAINTENANCE	22,840	15,580	22,840	22,680
TOTAL EXPENSES: FITNESS		641,930	442,710	592,137	609,981
-----					
RECREATION REVENUES					



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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
RECREATION					
REVENUES					
	CLIMBING WALL REVENUE	7,840	7,083	9,270	8,218
	SPORTS PROGRAMS	20,560	11,464	13,600	16,250
	EARLY CHILDHOOD	18,092	4,198	6,700	15,990
TOTAL REVENUES: RECREATION		46,492	22,745	29,570	40,458
-----					
RECREATION					
EXPENSES					
	CLIMBING WALL EXPENSE	10,146	9,388	11,567	9,676
	SPORTS PROGRAM WAGES	21,536	6,569	8,449	9,367
	EARLY CHILDHOOD	11,609	3,201	4,875	11,180
TOTAL EXPENSES: RECREATION		43,291	19,158	24,891	30,223
-----					
AQUATICS					
REVENUES					
	MEMBERSHIP FEES	17,000	12,041	16,050	17,000
	SWIM PROGRAM REVENUE	185,050	134,283	170,000	174,993
TOTAL REVENUES: AQUATICS		202,050	146,324	186,050	191,993
-----					
AQUATICS					
EXPENSES					
	SWIM PROGRAM EXPENSE	76,798	67,264	88,689	96,836
	POOL SUPPLIES	11,290	9,929	12,200	12,743
	EQUIPMENT MAINTENANCE	2,136	4,015	4,015	5,670
TOTAL EXPENSES: AQUATICS		90,224	81,208	104,904	115,249
-----					
2014 CAPITAL PROJECTS					
EXPENSES					
	REPLACE PSSWC CARPET	0	0	0	0
TOTAL EXPENSES: 2014 CAPITAL PROJECTS		0	0	0	0
-----					
2015 CAPITAL IMPROVEMENTS					
EXPENSES					

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 CAPITAL IMPROVEMENTS					
EXPENSES					
	FITNESS EQUIPMENT	24,500	0	24,500	0
-----					
TOTAL EXPENSES: 2015 CAPITAL IMPROVEMENTS		24,500	0	24,500	0
2016 CAPITAL IMPROVEMENTS					
EXPENSES					
	SERVICE DESK CARPET REPLACE	0	0	0	5,000
	FITNESS EQUIPMENT REPLACE	0	0	0	25,000
	GYM FLOOR RESURFACING	0	0	0	9,600
-----					
TOTAL EXPENSES: 2016 CAPITAL IMPROVEMENTS		0	0	0	39,600
TOTAL FUND REVENUES & BEG. BALANCE		2,999,694	2,225,462	2,925,929	3,976,670
TOTAL FUND EXPENSES		2,974,694	2,160,597	2,925,929	3,009,180
FUND SURPLUS (DEFICIT)		25,000	64,865	0	967,490

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 12-CAPITAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					3,277,239
ADMINISTRATION					
REVENUES					
INTERFUND TRANSFERS		853	639	713	825
INVESTMENT INCOME		0	0	10,887	14,465
BUILDER DONATIONS		0	51,276	51,276	0
MARQUEE SIGNS		90,000	25,268	60,000	0
GRANT REIMBURSEMENT		0	15,976	15,976	0
BOND PROCEEDS		1,110,000	0	1,110,000	1,000,000
TOTAL REVENUES: ADMINISTRATION		1,200,853	93,159	1,248,852	1,015,290
ADMINISTRATION					
EXPENSES					
INTERFUND CHARGES		123,000	92,250	123,000	114,465
MARQUEE SIGNS		42,800	2,738	12,000	0
CONTRACTED SERVICES		24,653	14,163	18,787	22,825
TOTAL EXPENSES: ADMINISTRATION		190,453	109,151	153,787	137,290
2014 CAPITAL PROJECTS					
EXPENSES					
MARQUEE SIGNS		45,000	42,343	42,343	0
PARK PORTAL		6,400	0	0	0
REPLACE WRC PLAYGROUND		0	0	0	0
REPLACE POPLAR PK PLAYGROUND		0	0	0	0
REPLACE COTTONWOOD PK PLAY		0	0	0	0
COURT CRACK/FILL/COAT		0	0	0	0
PARKING LOT ASPHALT REPAIRS		0	0	0	0
ADDITIONAL SECURITY CAMERAS		0	0	0	0
PARKING LOT STRIP/SEALCOAT		0	0	0	0
REPLACE LOCUST PLAYRGOUND		0	0	0	0
REPLACE FORD EXPEDITION		0	0	0	0
REPLACE CHEVY TRUCK W/PLOW		0	0	0	0
REPLACE TORO MOWER		0	0	0	0
REPLACE TRAILERS (2)		0	0	0	0
REPLACE COLOR COPIER		0	0	0	0

FUND: 12-CAPITAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2014 CAPITAL PROJECTS					
EXPENSES					
	REPLACE BOARDROOM MTG CHAIRS	0	0	0	0
	REPLACE DISTRICT PHONE SYSTEM	100,000	94,843	105,950	0
	REPLACE PSSWC LCKR RM FLOORING	0	0	0	0
	REPLACE DISTRICT FITNESS EQUIP	0	0	0	0
	PSSWC EXTERIOR SIGN	0	18	0	0
	REPLACE WRC LOWER LEV CARPET	0	0	0	0
	REPLACE TCIA CARPETING	0	0	0	0
	PURCHASE SUMMIT	0	1,712	1,712	0
	EISENHOWER GRANT PROJECT	0	0	0	0
	BPC HOLE 10 WALL/PATHS	45,000	48,215	48,215	0
-----					
TOTAL EXPENSES: 2014 CAPITAL PROJECTS		196,400	187,131	198,220	0
-----					
2015 CAPITAL IMPROVEMENTS					
EXPENSES					
	VIRTUALIZED SERVER HOST APPS01	12,500	0	7,500	0
	BPC REPLACE TORO MOWER (2)	60,000	61,479	61,479	0
	PATCH PARKING LOTS	175,000	165,525	174,925	0
	PATCH COURTS	62,500	61,242	61,242	0
	REPLACE EVERGREEN PLAYGROUND	125,000	80,601	80,800	0
	REPLACE VALLEY PLAYGROUND	72,000	69,220	68,420	0
	REPLACE MAPLE PLAYGROUND	87,000	54,832	56,902	0
	WRC-REPLACE CONCRETE APRON/WLK	50,000	47,854	47,855	0
	REPLACE HIGHPOINT WALKS/PATHS	160,000	138,863	138,863	0
	TC-REPLACE CONCRETE APRON/WALK	55,000	45,963	48,753	0
	REPLACE #454 07 FORD EXPLORER	35,000	34,903	34,903	0
	REPLACE #453 07 FORD EXPLORER	35,000	32,229	32,229	0
	REPLACE TORO Z TURN MOWER (3)	44,000	34,932	34,932	0
	REPLACE 89 CHEVY CREW CAB	31,000	28,042	28,042	0
	REPLACE CARPET - TC ADMIN	40,000	35,136	40,000	0
	REPLACE HVAC	135,000	85,234	135,000	0
	ICE REFRIG/BHRINE PUMP	75,000	0	0	0
	PSSWC LOCKER ROOMS	50,000	0	35,000	0
	PSSWC POOL PUMP CONTROL	17,500	0	17,500	0
	ICE GRATE/BOARD RENOVATION	17,500	0	0	0

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 12-CAPITAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 CAPITAL IMPROVEMENTS					
EXPENSES					
BRADWELL PROPERTY		0	70,000	70,000	0
-----					
TOTAL EXPENSES: 2015 CAPITAL IMPROVEMENTS		1,339,000	1,046,055	1,174,345	0
2016 CAPITAL IMPROVEMENTS					
EXPENSES					
PARKS 4X4 PICKUP REPLACE		0	0	0	32,000
PARKS SKID STEER REPLACE		0	0	0	60,000
TENNIS COURT CRACKFILL/COLOR		0	0	0	20,000
FACILITY CONCRETE WALK REPLACE		0	0	0	25,000
PARKING LOT PATCH/CRACKFILL		0	0	0	73,000
PARKS GIS MAPPING FACILITY INV		0	0	0	85,500
PSSWC POOL FILTER TANK REPLACE		0	0	0	125,000
PSSWC POOL RTU10 REPLACE		0	0	0	300,000
PSSWC POOL RTU9 REPLACE		0	0	0	300,000
ICE SHELL & TUBE CONDENSOR RPL		0	0	0	350,000
ADMIN ACCOUNTING SOFTWARE RPLC		0	0	0	140,000
VOG BARN FLOORING REPLACE		0	0	0	12,000
VOG HOUSE FURNACE (2) REPLACE		0	0	0	8,000
CANTERBURY PLAYGROUND RPLC		0	0	0	77,500
SHEFFIELD PLAYGROUND REPLACE		0	0	0	74,250
VICTORIA N. PLAYGROUND RPLC		0	0	0	95,750
BERGMAN PROPERTY		0	0	0	300,000
-----					
TOTAL EXPENSES: 2016 CAPITAL IMPROVEMENTS		0	0	0	2,078,000
TOTAL FUND REVENUES & BEG. BALANCE		1,200,853	93,159	1,248,852	4,292,529
TOTAL FUND EXPENSES		1,725,853	1,342,337	1,526,352	2,215,290
FUND SURPLUS (DEFICIT)		(525,000)	(1,249,178)	(277,500)	2,077,239

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 13-WORKING CASH

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					0
ADMINISTRATION					
REVENUES					
INVESTMENT INCOME		2,694	912	925	0
-----					
TOTAL REVENUES: ADMINISTRATION		2,694	912	925	0
ADMINISTRATION					
EXPENSES					
INTERFUND TRANSFER		1,090,000	0	1,079,523	0
-----					
TOTAL EXPENSES: ADMINISTRATION		1,090,000	0	1,079,523	0
TOTAL FUND REVENUES & BEG. BALANCE		2,694	912	925	0
TOTAL FUND EXPENSES		1,090,000	0	1,079,523	0
FUND SURPLUS (DEFICIT)		(1,087,306)	912	(1,078,598)	0

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					92,134
ADMINISTRATION					
REVENUES					
	INTERFUND CHARGES	111,785	83,844	97,191	97,783
	INVESTMENT INCOME	0	1,170	1,500	1,500
	ADVERTISING INCOME	2,865	56	56	9,450
	RENTAL INCOME	20,180	6,885	20,180	20,180
	VENDING CONCESSIONS	5,625	2,302	2,750	3,750
	MISCELLANEOUS	10,000	5,077	6,850	7,500
TOTAL REVENUES: ADMINISTRATION		150,455	99,334	128,527	140,163
ADMINISTRATION					
EXPENSES					
	INTERFUND CHARGES	238,976	179,226	138,976	232,940
	PAYROLL	245,603	210,605	276,815	287,243
	EMPLOYEE BENEFITS	1,000	896	896	840
	EDUCATION & TRAINING	1,500	1,284	1,270	850
	CONTRACTED SERVICES	18,560	14,104	18,561	18,560
	SERVICE & RENTAL AGREEMENTS	767	217	250	450
	SUPPLIES	8,995	5,476	7,176	8,800
	DUES & SUBSCRIPTIONS	10,605	9,739	10,150	10,855
	ADMINISTRATIVE EXPENSES	0	100	100	0
	UTILITIES	127,184	93,887	119,005	121,120
	EQUIPMENT	8,250	5,958	5,737	1,500
	FACILITY MAINTENANCE & REPAIR	12,000	6,175	7,500	17,000
	MISCELLANEOUS	34,000	27,474	33,000	34,000
TOTAL EXPENSES: ADMINISTRATION		707,440	555,141	619,436	734,158
MAINTENANCE					
EXPENSES					
	MAINTENANCE MANAGEMENT	434,110	336,155	418,092	438,612
	EMPLOYEE BENEFITS	1,000	1,611	1,612	1,000
	TRAINING & EDUCATION	2,750	1,616	1,866	1,000
	CONTRACTED SERVICES	2,000	3,184	5,850	850
	RENTAL & SERVICE AGREEMENTS	1,200	0	1,200	1,200

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 DETAILED BUDGET REPORT

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
MAINTENANCE					
EXPENSES					
SUPPLIES		2,500	4,067	4,068	3,500
DUES & SUBSCRIPTIONS		1,600	820	1,340	1,250
ADMINISTRATIVE EXPENSES		250	250	250	300
UTILITIES		38,900	27,286	35,025	35,600
EQUIPMENT MAINTENANCE & REPAIR		20,500	25,395	26,913	25,500
FACILITY MAINTENANCE & REPAIR		1,000	950	1,497	0
COURSE MAINTENANCE		91,500	92,253	94,235	80,250
FUEL & LUBRICANTS		20,000	9,118	18,368	17,000
TOTAL EXPENSES: MAINTENANCE		617,310	502,705	610,316	606,062
-----					
FOOD & BEVERAGE					
REVENUES					
RENTALS		58,750	45,781	47,106	51,500
MERCHANDISE RESALE		2,925	0	0	2,925
FOOD SALES		543,300	374,042	431,665	484,000
BEVERAGE SALES		402,300	305,346	342,108	350,000
GRATUITIES/SERVICE CHARGES		123,130	83,955	106,000	118,000
MISCELLANEOUS		0	68	0	0
TOTAL REVENUES: FOOD & BEVERAGE		1,130,405	809,192	926,879	1,006,425
-----					
FOOD & BEVERAGE					
EXPENSES					
RENTALS		3,500	2,395	3,100	4,500
MERCHANDISE RESALE		1,900	0	0	1,700
FOOD COST OF GOODS SOLD		173,856	123,284	138,133	154,880
BEVERAGE COST OF GOODS SOLD		112,644	73,172	95,790	91,000
PAYROLL		501,295	309,489	393,592	391,495
EMPLOYEE BENEFITS		3,750	2,586	2,587	2,750
CONTRACTED SERVICES		14,314	8,575	13,814	15,554
SERVICE & RENTAL AGREEMENTS		32,000	21,951	23,500	28,500
SUPPLIES		25,800	10,658	14,039	20,000
ADMINISTRATIVE EXPENSES		1,500	1,450	1,450	1,700
PROMOTIONAL EXPENSES		19,200	20,610	20,611	18,700



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FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
FOOD & BEVERAGE EXPENSES					
	EQUIPMENT	2,500	3,228	3,229	0
	EQUIPMENT MAINTENANCE & REPAIR	5,500	4,084	4,250	5,000
TOTAL EXPENSES: FOOD & BEVERAGE		897,759	581,482	714,095	735,779
GOLF OPERATIONS REVENUES					
	RENTALS	436,650	344,612	373,327	411,375
	RESIDENT ID CARD	1,400	970	955	17,544
	GUEST SERVICES	9,000	7,190	7,190	8,880
	GREEN FEES - RESIDENT	68,116	50,081	53,299	58,678
	GREEN FEES - NON RESIDENT	477,800	417,772	453,619	470,134
	MERCHANDISE RESALE	95,475	74,349	82,423	84,175
	GENERAL PROGRAMS	32,014	24,315	24,748	33,906
	TOURNAMENTS & OUTINGS	179,022	116,845	136,408	165,042
	DRIVING RANGE FEES	141,070	117,330	123,735	131,815
	MISCELLANEOUS	1,200	1,368	1,193	1,300
TOTAL REVENUES: GOLF OPERATIONS		1,441,747	1,154,832	1,256,897	1,382,849
GOLF OPERATIONS EXPENSES					
	RENTALS	8,000	2,358	5,377	6,750
	LIGHTING SYSTEM PASS	6,000	7,252	7,500	6,000
	MERCHANDISE RESALE	68,376	61,495	67,188	66,127
	GENERAL PROGRAMS	11,750	8,306	8,422	9,500
	TOURNAMENTS & OUTINGS	14,370	10,947	18,223	19,534
	PAYROLL	175,323	135,502	159,184	161,012
	EMPLOYEE BENEFITS	4,320	2,876	2,876	2,960
	EDUCATION & TRAINING	3,600	1,028	1,028	1,000
	CONTRACTED SERVICES	1,500	0	850	1,250
	SUPPLIES	13,925	10,307	10,614	2,900
	ADMINISTRATIVE EXPENSES	2,800	2,472	2,473	2,450
	PROMOTIONAL EXPENSES	10,532	10,839	11,000	4,500
	EQUIPMENT PURCHASES	5,550	4,550	4,550	3,640

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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2015			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
GOLF OPERATIONS					
EXPENSES					
	EQUIPMENT MAINTENANCE & REPAIR	536	678	678	550
-----					
TOTAL EXPENSES: GOLF OPERATIONS		326,582	258,610	299,963	288,173
2013 CAPITAL PROJECT LEASES					
EXPENSES					
	BPC GPS LEASE	53,664	53,664	53,664	53,664
	BPC CART LEASE	77,352	64,458	77,352	77,352
-----					
TOTAL EXPENSES: 2013 CAPITAL PROJECT LEASES		131,016	118,122	131,016	131,016
2014 CAPITAL PROJECTS					
EXPENSES					
	LANDSCAPE WALL #14 TEE	0	0	0	0
	REPLACE JACOBSEN ROLLERS	0	0	0	0
	BPC TOPDRESSER	0	0	0	0
-----					
TOTAL EXPENSES: 2014 CAPITAL PROJECTS		0	0	0	0
2015 PCCC CAPITAL IMPROVEMENTS					
EXPENSES					
	BPC COPIER	6,500	5,477	5,477	0
	BPC ICE MACHINES	11,000	0	7,000	0
	BPC MAIN ENTRY BANQUET DOORS	25,000	0	0	0
-----					
TOTAL EXPENSES: 2015 PCCC CAPITAL IMPROVEMENTS		42,500	5,477	12,477	0
2016 CAPITAL IMPROVEMENTS					
EXPENSES					

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FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2015 -----			--2016--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2016 CAPITAL IMPROVEMENTS					
EXPENSES					
	WORKMAN CARTS (2)	0	0	0	6,500
	BROILER STOVE TOP	0	0	0	20,000
	BALL DISPENSING MACHINE	0	0	0	7,750
-----					
	TOTAL EXPENSES: 2016 CAPITAL IMPROVEMENTS	0	0	0	34,250
	TOTAL FUND REVENUES & BEG. BALANCE	2,722,607	2,063,358	2,312,303	2,621,571
	TOTAL FUND EXPENSES	2,722,607	2,021,537	2,387,303	2,529,438
	FUND SURPLUS (DEFICIT)	0	41,821	(75,000)	92,133