



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

**AGENDA**  
**RECREATION COMMITTEE MEETING**  
**TUESDAY, NOVEMBER 11, 2014**  
**7:00 p.m.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - October 7, 2014
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Recreation, Facilities & Golf Report / M14-132
  - B. 2015 Budget Format / M14-120
    - Budget Overview
    - Budget Goals & Objectives
      - Rec & Facilities
      - PSSWC
      - BPC
    - 2015 HEPD Budget
      - Fund 02 (Rec & Facilities)
      - Fund 11 (PSSWC)
      - Fund 14 (BPC)
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

ALL MEETINGS ARE HELD IN THE BOARDROOM OF THE TRIPHAHN CENTER, 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  
RECREATION COMMITTEE MEETING  
October 7, 2014**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Recreation Committee meeting was held on October 7, 2014 at 7:35 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner R. Evans, Comm Reps Kaplan (7:38), Koltz, Wittkamp, Chairman McGinn

Absent: Comm Rep Dressler, Neel

Also Present: Executive Director Bostrom, Deputy Director / A&F Director Talsma, Rec/Facilities Director Kies

Audience: President Bickham, Commissioner K. Evans, Greenberg, Kilbridge, Comm Rep Kinnane, GM of Golf Bechtold

**2. Agenda:**

Comm Rep Koltz made a motion, seconded by Comm Rep Wittkamp to approve the agenda as presented. The motion carried by voice vote.

**3. Minutes:**

Comm Rep Koltz made a motion, seconded by Comm Rep Wittkamp to approve the minutes of the September 9, 2014 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Rec, Facilities & Golf Report and 3Q goals/M14-116:

Director Kies reviewed the report commending GM Bechtold on the excellent service for the Leadership Academy held at BPC.

Comm Rep Koltz asked about the number of scarecrows in the festival and Director Kies explained they had only 8, however, staff was working on incentives to get more people to participate in the creation of the scarecrows noting that they had 250 in attendance. Comm Rep Koltz also asked about the silent soccer and the need for the event and Executive Director Bostrom noted that it was a matter of awareness for participants and parents.

Commissioner R. Evans asked about the home schooling activities and Director Kies explained that it was an area the district was trying to grow.

Chairman McGinn asked about the 50+ Ice Program and Director Kies explained that it was like shuffle board on ice. Chairman McGinn also asked about the spike in private swim lessons and Director Kies noted that he believed it was due to the number of individuals from other countries interested in learning to swim and having their children learn to swim but not comfortable with the group lessons.

President Bickham noted that the selfie with the Park District's scarecrow was a huge success. Director Kies explained that they were going to be using that same thought for other large events.

Commissioner Greenberg asked about the inter-village youth baseball and soccer teams and director Kies explained that they were creating the inter-village leagues to create better competition. Commissioner Greenberg suggested using the same idea for women's leagues and/or any other league with low registration.

GM of Golf Bechtold reviewed his report noting that the BPC had been pleased to host the Friends of HE Parks Foundation's Uncorked and Untapped Wine/Beer event and that it had been perfect weather for the evening, great lighting in the event area and many great comments had been overheard regarding the event and location.

Comm Rep Kaplan asked how long the course would remain open and GM of Golf Bechtold said they would like to stay open into November; perhaps mid-November, depending on the weather.

Commissioner Greenberg asked if Superintendent Hugen needed help from the Parks Department to establish the wild flower areas. Executive Director Bostrom noted that a huge amount of wild flower seeds were picked at the last event and that the Parks Department would have plenty to share with BPC staff. He also noted that he did not believe it would take a lot of staff to seed the wild flower areas but staff will check.

President Bickham noted that he saw that Wilmette renovated their course for drainage and he felt that BPC's renovation was still better.

Commissioner R. Evans made a motion, seconded by Comm Rep Kaplan to send the Rec, Facilities & Golf Report and 3 Q Goals/M14-116 to the board as presented. The motion carried by voice vote.

**7. Committee Member Comments:**

Commissioner R. Evans reminded everyone of BPC's Final Challenge this coming weekend and that they could also use help with the scoring.

Chairman McGinn wanted to recognize GM of Golf Bechtold for all his hard work in running the course and everything that entailed.

**8. Adjournment:**

Comm Rep Wittkamp made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 7:59 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peggy Kusmierski  
Recording Secretary

## Memorandum M14-132

To: Recreation Committee  
From: Dean R. Bostrom, Executive Director  
Michael R. Kies, Director of Recreation & Facilities  
Nicole Chesak, Superintendent of Recreation  
Jeff Doschadis, General Manager of Ice  
Katie Basile, Superintendent of Facilities  
Cathy Burnham, General Manager of PSS&WC Sales & Operations  
Sandy Manisco, Communications and Marketing Superintendent  
Brian Bechtold, General Manager of Golf Operations  
Date: 11/05/2014  
Re: October Board Report

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### Facilities and Recreation Department

#### Upcoming Event Schedule Summary:

- **Make a Wish Come True Golf Event:** Monday, November 15<sup>th</sup> at Bridges of Poplar Creek Country Club. Green fee of \$35 per person includes 18 holes of golf plus a cart, hot dog, or brat and drink. Green fee also includes a donation to a fund to buy holiday gifts for local needy families. In 2013 bought wrapped and delivered gifts for 7 families in our area.
- **Nutrition Workshop – “Holiday Eating”:** Monday, November 15<sup>th</sup> at Prairie Stone Sports & Wellness Center at 10 am. Get tips, suggestions, and practical information from PSS&WC Registered Dietitian Marge Connor on how to make this your healthiest holiday season ever.

#### General Summary:

- The Recreation & Facilities division would like to take this opportunity to recognize the Park Maintenance team staff received several complements from parents on the condition of our fields this fall.
- The New TRX Circuit Training Demo at PSS&WC on Tuesday at Prairie Stone Sports & Wellness Center had 26 participants.
- Mike Kies spoke at the University of Illinois Career Symposium and at IPRA's Leadership Academy during the month of October.
- New in the Spring Brochure staff will be including youth and adult rugby, ultimate Frisbee and a 50+ 16 inch softball league.
- Hoffman Estates held a local and sectional competition for the NFL Punt Pass Kick competition, over 100 children participated compared to 30 last year. Staff is pleased to announce that 4 finalists from the state of Illinois came from the HEPD sectional which was held on October 19<sup>th</sup> at Cannon Crossings.

Andrew Spencer	(2nd seed)	6-7 Boys
Luke Adams	(1st seed)	8-9 Boys
Austin Hatcher	(4th seed)	14-15 Boys
Bella Scheidecker	(3rd seed)	8-9 Girls

Congratulations to our winners who have advanced to the Championship on November 22<sup>nd</sup> at Halas Hall and will be recognized on November 23<sup>rd</sup> at Soldier Field prior to the Bears vs. Tampa Bay game.

- A special thank you to Mathnasium of South Barrington for their continued support and sponsorships. They generously donated \$1,000 towards our Youth Volleyball Program.
- There are currently 364 registrants for fall soccer compared to 342 in the fall of 2013, a 22 player increase.
- PSS&WC Personal Trainer Joe Pignone selected as trainer of the month. Joe is an exceptional personal trainer, who has worked at PSSWC for 10 years.
- PSS&WC Personal Training year to date revenues for the month of October (as of October 29<sup>th</sup>) were a 17.5% increase).
- October's theme was Bullying Prevention. A video was made at Fairview with the children to spread awareness to others. The link for the video: <http://youtu.be/l9fHf-nnXb0>
- The General Manager of Sales & Operations worked with the C&M Manager to coordinate and complete a comprehensive video and photo shoot within the club. Efforts were taken to record candid as well as "staged" video and photos that were used in the composition of a 15 second promotional video advertisement through the Daily Herald. The video showcases all areas of the club and provides a quick narrative informing viewers of a special enrollment promotion for the months of November and December reserved exclusively for those who mention the ad. The following are links to the PSS&WC 15 second Daily Herald commercial and the corresponding "splash" page. <https://prairiestonesports.com/join-today> & <https://www.youtube.com/watch?v=351GxilN6RI>
- The Pumpkin Skate Event took place on Sunday, October 19<sup>th</sup>. Attendance at the event was outstanding. Staff calculates that over 300 people attended.
- New this year to the ice operations, a winter camp will run 6 days over the 2 week holiday season in December.
- New this year because of the demand, staff has developed a Coyote Hockey Club mite AAU program which is up and running, the team has received a lot of great feedback from the customer/participation. .
- PSS&WC ran a brand new Climbing Wall Trick-or-Treat event this year that went over very well with the community. On October 22<sup>nd</sup> from 6-8pm kids were able to rock climb and collect treats as they climbed up the rock wall. As they got higher and higher the treats got better and better. Around 40 kids attended this event for the first year. The kids, parents, and staff had a great time.
- The Pumpkin Swim was a success on October 25<sup>th</sup>. Kids swam with the pumpkins in the activity pool and then decorated a pumpkin to take home. Both sessions filled up this year with 73 kids overall.

## Recreation Department

### Dance Programs Summary:

<u>Program</u>	<u>2013</u>	<u>2014</u>	<u>Var. +/-</u>
Dance at TC	155	155	0
Dance at WRC	65	74	+ 9
HE Stars Company	25	24	- 1

- Fall dance classes started the week of September 9<sup>th</sup>. More classes have been offered in the senior center to help with over booking the dance room.
- The dance company held a bake sale at the Halloween Bash and Pumpkin Skate to help raise money for their competition costs; \$245 was raised.
- Hoffman Stars Dance Company will be performing holiday dances at Alexian Brothers in December. Books will be collected to take with them.
- The Hoffman Stars Dance Company will also be dancing at the Winter Fest event scheduled to take place at Bridges of Poplar Creek Country Club on Saturday, December 13<sup>th</sup>.

### Gymnastics Programs Summary:

- The first session of gymnastics classes ended the week of October 20<sup>th</sup> with the number of participants at 175. The second session started the week of October 27<sup>th</sup>. Registration is still being taken, but at this time there are 151 registered for classes.

### Youth Soccer Summary:

#### Youth In-house Soccer Summary:

- Soccer season is complete. Mother Nature was very kind and the season ended on schedule.
- Indoor soccer registration began this week.
- The park district has decided to bring indoor soccer back to the Triphahn Center after receiving multiple complaints about GSA's facility and operations.
- Games will be held on Sundays at the Triphahn Center gym starting in January.

#### Hoffman United Travel Soccer Summary:

- The next travel soccer meeting will be held on Wednesday, November 19<sup>th</sup>.
- The soccer season is ongoing.

<b>YOUTH VOLLEYBALL DIVISIONS</b>	<b>2013</b>	<b>2014</b>
5th Grade Girls	18	20
6th Grade Girls	20	17
7th Grade Girls	29	34
8th Grade Girls	31	37
5th Grade Boys	0	0
6th Grade Boys	1	1
7th Grade Boys	2	2
8th Grade Boys	1	5
<b>TOTAL # OF Volleyball Players</b>	<b>102</b>	<b>116</b>

### **Youth Fall Baseball**

- The youth fall baseball season came to an end on October 11<sup>th</sup> with the season end tournament. The season was very successful and all coaches were happy with the amount of progress their players made in preparation for next spring season. The Bronco group (5<sup>th</sup>/6<sup>th</sup> grade) posted a .600 record and took 4<sup>th</sup> in the post season tournament. Players were given information on winter baseball camp which will be held at the high school this winter. Information on the upcoming spring season was also distributed. A big “Thank you” to the parks department. Fall is always a tough time on fields and turf and the parks department did an outstanding job getting the fields ready every day.

### **Adult Softball**

- The fall softball season ended on Monday, October 13<sup>th</sup>. Another big “Thank You” to our maintenance crew for having all of the fields ready to go every Monday night. There was only one rainout this fall, which is unheard of for fall softball.
- For the next softball season, HEPD will be making some changes on the leagues offered to help with numbers. 16 inch and 50 plus leagues will be offered next spring. No surrounding park districts have 50 plus leagues and only one has 16 inch leagues. It is hoped that this will bring a new dynamic to the adult softball leagues and help increase participation numbers.

### **Youth Basketball Season**

- Preparation has begun for the youth basketball season.
- Returning staff have been contacted and confirmed.
- Picture day is scheduled for January 3<sup>rd</sup>.
- Coaches meetings will be held on Saturday, November 15<sup>th</sup> and Monday, November 17<sup>th</sup>.



- The Bulls/Sox Academy Camp for players getting ready for the upcoming season will be held on November 2<sup>nd</sup> at the Triphahn Center.
- A new draft system will be implemented to help make teams as fair as possible for the upcoming season.

Grade	1&2 boys	3&4 boys	5&6 boys	7&8 boys	3&4 girls	5&6 girls	7&8 girls	TOTALS
2013	38	54	41	36	6	5	3	183
2014	36	55	51	32	11	7	2	194

### Youth Flag Football Leagues

- Next fall, the Hoffman Estates Park District will be teaming up with the NFL to program its first flag football leagues for grades 1<sup>st</sup> through 8<sup>th</sup> grade. This 5 on 5 flag football league will offer a safe alternative to tackle football and help with fall numbers. A strong response from some young parents has already been received with word of mouth alone.

### Preschool/Early Childhood Summary

<u>Program</u>	<u>10/2013</u>	<u>10/2014</u>	<u>Var. +/-</u>
Threeschool 14-15	15 TC, 9 WRC	15 TC, 11 WRC	+ 2
2's Playschool 14-15	30 TC, 20 WRC	30 TC, 25 WRC	+ 5
Preschool 14-15	122 TC, 56 WRC	116 TC, 69 WRC	+ 7
Early Learning Center	24	25	+ 1
<b>TOTAL Preschool</b>	<b>276</b>	<b>291</b>	<b>+15</b>

### Preschool

- Many of the classes participated in field trips to Goebbert's. The program profited \$1600 from Market Day catalog and \$122 from Buona Beef fundraisers. In November, the preschool is selling Market Day pies as a fundraiser.

### Early Learning Center

- There are 25 children enrolled as compared to 24 at this time last year. The ELC program also went to Sonny Acres Farm in October. Kindermusik on Thursdays and Yoga on Fridays continue to be a big hit.

### Early Childhood Classes

- The second fall session began the last week of October.

### STAR Before and After School Program Summary

<u>Program/Month/Year/Variance +/-</u>	<u>10/2013</u>	<u>10/2014</u>	<u>Var. +/-</u>
MacArthur:	45	40	- 5
Lakeview:	44	36	- 8
Fairview:	72	73	+ 1
Armstrong:	39	40	+ 1

TJ:	13	16	+ 3
Whiteley:	20	19	- 1
Muir:	25	33	+ 8
Lincoln Prairie:	43	42	- 1
<b>Total</b>	<b>301</b>	<b>299</b>	<b>- 2</b>

<b>Kinder STAR</b>			
WRC:	12	10	
TC:	24	26	
<b>Total</b>	<b>36</b>	<b>36</b>	<b>0</b>

<b>Day off school Trips</b>	<b>10/9</b>	77	(VOG site)
	<b>10/10</b>	68	(VOG site)
	<b>10/13</b>	56	(VOG & WRC site)

- Other sites read books, created skits, and decorated bulletin boards, as seen below.



### 50+ Club Summary:

Program/Month/Year/Variance +/-	10/2013	10/2014	Var. +/-
<b>NEW</b>	20	21	+ 1
<b>RENEWED</b>	16	20	+ 4

### Membership/Volunteerism

*(newly launched registration drive, last year, price hike in 9/13)*

New	21
Renewed	20
Volunteers	2 (4 hours total)

### Classes

- Basic Exercise, M/W 16/16 participants.
- Gentle Yoga, M/W (eve)/Sat 13/15/16 participants.

## **Trips**

- Hayride, Malta, IL 21
- Condomania musical, Skokie 25
- Andrews' Sisters, Joliet, IL 27
- Tea / Drake Hotel, Chicago 26

## **Evening/Special Programs**

- Pub Quiz Night (3<sup>rd</sup> Thursdays / 6:00 pm) –35 participants – back at Bridges of Poplar Creek Country Club, dinner and games (prize donated by Lake Barrington Woods, retirement community).
- Outing for Patsy Cline tribute at Heritage Woods, South Elgin (retirement community).
- Outing for Crime Prevention Fashion Show for seniors at Prairie Center for the Arts (Schaumburg Township event).
- Friday programs (on-site unless indicated).
  - 10/03 Brown Bag Lunch / No formal program.
  - 10/10 Heritage Woods, South Elgin sponsored 60's singer, HEPD 50<sup>th</sup> Birthday Commemoration.
  - 10/17 Brown Bag Lunch / roundtable discussion regarding Saving Your Own Life.
  - 10/24 Culver's for birthday lunch.
  - 10/31 Brown Bag Lunch / No formal program.
- The 50+ Coordinator attended the HEV Senior Commission Halloween luncheon.
- The 50+ Coordinator hosted 50+ company partners at the Wolves pre-season opener (thanks to Niki Chesak and Jeff Doschadis).
- The 50+ Coordinator spoke to the 50+ church group in Roselle about the HEPD 50+ Club.
- The 50+ Coordinator attended the bi-monthly Advisory Council Meeting at Alden Poplar Creek Rehabilitation / Nursing.
- The Holiday Party Committee met and a party will be held at the Bridges of Poplar Creek Country Club.
- Wii Bowl tournaments resumed, sponsored by Clare Oaks, Bartlett (retirement community).
- The Book Club was facilitated by the Schaumburg Township District Library (18 participants).
- Court Whist, held at 7 pm on Tuesdays, had 6 participants.

## **Special Event Summary:**

- **Halloween Bash:** Halloween Bash took place on Saturday, October 25<sup>th</sup>. There were 128 registered for the event and 19 walk-ins. New this year was an added bouncy toddler play area. This was perfect for the little ones. The hallway, senior center, and game room were decorated, and Dance Company member were on hand to help with the games and the trick or treat path around

the building. Pumpkins and cookies were available for decorating as well as a craft and tattoo station.

**Volunteers Summary:**

- Human Resources processed 12 new volunteers and 2 returning volunteers in October.
- Two volunteers participated in opportunities throughout the district including 50+, Ice, and general programs for approximately 4 hours total.
- Three photography interns volunteered for 20 hours.
- Raptors provided 90 to 100 volunteer hours for daily maintenance and raptor care and another 50 volunteer hours for the phone / office work.

**Ice Arena**

**Figure Skating**

- The Winter Ice Exhibition will take place on Saturday, January 10<sup>th</sup>. There will be two shows this winter. The first will take place at 11:30 am with the second at 6:30 pm. In an effort to try to increase the group numbers, participants from the fall lesson program will be able to enroll at a reduced rate and receive additional ice time for rehearsal. Skaters that enroll in 3 days of winter camp will also be in the ice show at no additional cost where they will work on a group number during camp time. Staff is confident by offering a couple of different enrollment options outside of the solos and duets that this will allow some participants who may have never wanted to take part in the show.
- Skaters from the ICE ACADEMY participated in the Skate America show at the Sears Center.

**Hockey**

- A Silver Mite Jamboree is being planned for late December / early January.
- Silver Mites played a game on November 1<sup>st</sup> at the All State Arena.
- A 52 inch TV was donated by a Wolf Pack hockey family to be used by hockey teams for video reviews. It has been hung in conference room 110.

**Ice Rink Information**

<u>Program</u>	<u>10/2013</u>	<u>10/2014</u>	<u>Var. +/-</u>
• Public Skate	200	190	- 10
• Freestyle	197	116	- 81
• Drop In/Homeschool	109	311	+202
		<b>Total</b>	<b>+ 111</b>

- Drop In hockey numbers are elevated as staff has seen an increase in participation at the private hockey lesson time as well as Wolf Pack drop-in skill sessions.

**October Parties/Outings and Information:**

- There were five public skate parties held in October.
- The World Hockey Invite will take place November 7<sup>th</sup> through November 9<sup>th</sup>.

**Facilities**

- The district wide membership numbers are listed below by facility comparing October of 2013 to October of 2014.

<b>Facility/Month/Year/Variance +/-</b>	<b><u>10/2013</u></b>	<b><u>10/2014</u></b>	<b><u>Var. +/-</u></b>
PSS&WC	3,486	3,340	- 146
TC	900	899	- 1
WRC	362	347	- 15
<b>Total district memberships/passes as of the end of October 2014</b>	<b>4,478</b>	<b>4,586</b>	<b>+ 108</b>

**Prairie Stone™ Sports & Wellness Center (PSS&WC)**

**Member Services:**

**Marketing:**

- The enrollment promotion for the month of October reflected a 75% enrollment fee discount designed to attract new members at a time that is traditionally slow in recruitment. New members who enrolled in October also received October dues free upon mention of the direct mail postcard or the HEPD and/or PSS&WC website ads. The ongoing Friends in Fitness member referral program continued to be a primary force in generating new memberships; the club cash incentive corresponding with this referral program rewards current members with a \$25.00 club cash reward for referrals who enrolled as members. These promotions have proven to be popular and effective among prospective clients and among the most productive of marketing efforts. October marked the first month in FY14 since February in which a net positive membership total was achieved, setting the tone for a strong finish in the fourth quarter.
- A 10,000 piece postcard mailing was initiated during the month of October to promote the discounted enrollment fee along with “coupons” for club cash incentives and a free month of dues to those who presented the postcard at the time of enrollment. Targeted demographics included ages 35-65 single family homes with household income of 75k or higher within a 5-7 mile radius of the club. Staff are tracking the response rate and ROI as with all large marketing initiatives as a district.
- The ENROLLMENT FEE banner on the north side exterior remained mounted on the building along with the new east side banner that was ordered and hung during the month of July. This second banner provides visibility/identity of the

building for westbound traffic on Route 72 and compliments the new signage panels installed in the spring. Likewise, both internal and e-based targeted marketing were utilized to inspire member referrals as well as to reach all HEPD clients throughout the community. The HEPD bi-monthly e-blasts included the enrollment promotion details, and targeted emails through Retention Management continued to be sent throughout the month to promote the club cash incentive for member referrals with additional incentives promoted on Facebook and the HEPD and PSS&WC websites.

- The Member Services team welcomed a new PT1 (part time, less than 1500 hours) associate to the team following several weeks of interviews with qualified candidates. Training is ongoing with this new associate, who will assist with tours, inquiries, enrollments, and other duties within the department.
- The number of credit card denials following October billing continued to be slightly lower than had been the case during the first quarter and the early part of the second quarter when numbers of “kick-outs” were near record level. The drastic increase in these “kick-outs” can be attributed as a direct effect of the fraud issue that befell retail shoppers over the holidays. Efforts that were implemented within the Member Services and Billing offices to contact members proactively to obtain updated information for billing continued aggressively during the month of July. These efforts include phone calls, emails, form letters, and person-to-person contact upon check in at the Service Desk. This issue is expected to continue for the foreseeable future as banks take proactive measures to cancel and reissue cards to their clients as a result of increasing cyber hacking trends.

#### **Operations Department:**

- The Parks team confirmed that remodeling and re-carpeting efforts within the Kids Korner will take place beginning on December 1<sup>st</sup>. Included in the remodeling effort is a relocation and rebuild of the reception desk, which will allow for a larger and more comfortable reception/check in area for members. The project is anticipated to be completed within the first 2 weeks of December.
- Perfect Cleaning, the new contractual cleaning service, completed terrazzo and vinyl tile floor stripping and waxing throughout the main lobby, corridor, offices, and Kids Korner, which removed all scratches, scuffs, and imperfections.
- New audio music receivers were provided by Muzak / Mood to resolve ongoing audio issues throughout the various “zones” in the facility and restore full functionality.
- The Elements Spa team welcomed two new licensed massage therapists to the team, who will be available to provide daytime hours weekly for members and clients.
- The representative from Ecolab (laundry detergent vendor) completed the installation of new detergent and softener dispensers within the laundry room. These new units are energy efficient in design and use less product and electricity per wash load. Long term cost savings is expected along with brighter towels.

### **Programming, Aquatics, and Fitness Departments:**

- The Climbing 101 and 102 classes are underway class is running at capacity with 8 participants.
- In the area of private swim lessons, there were 40 private swim lessons sold as compared to 28 in 2013. Overall for the year there has been 641 private lessons sold as compared to 502 at this time in 2013.
- The two LCAP students from Hoffman Estates High School are completing their volunteer hours at PSSWC. They are doing a great job and are about half way to their 20 hours.
- The new TRX Circuit Classes start in November. Interactive demonstrations will be the first 2 weeks in November, with classes starting within the second week of November.
- Raise the Barre has continued to grow in participation. There are consistently between 15 and 20 participants.
- Additional class instructors are being interviewed and auditioned.
- The Thanksgiving group fitness class schedule will be posted as of November 5<sup>th</sup>.

### **Triphahn Center (TC)**

#### **General Operations:**

- There were 8 open gym participants as compared to 8 for October 2013.
- The monthly Dance World rental was held on October 11<sup>th</sup>.
- The new fitness classes began the first week of November.

### **Willow Recreation Center (WRC)**

#### **General Operations:**

- There were 14 guests to the fitness center as compared to 11 in October 2013.
- The first session of fall fitness classes ended the week of October 20<sup>th</sup>.  
Registration is underway for the second session of fall fitness classes which begin the week of November 3<sup>rd</sup>.

### **Bo's Run Off Leash Area**

#### **General Operations:**

- There were 12 guests to Bo's Run in October as compared to 11 in October 2013.
- There are currently 413 members (355 Bo's Run only members plus 78 combo members). There were 468 (383 Bo's Run only plus 85 combo) members to Bo's Run at this time in 2013.
- Breakdown for Bo's Run / Combo passes HE 184, Palatine, 44, Barrington 32, Schaumburg 53, Arlington Heights / Mt. Prospect 14, and Inverness 26.  
Additional towns are Rolling Meadows, Elk Grove Village, and Hanover Park.

## Freedom Run

### General Operations:

- There are currently 431 members to Freedom Run (353 Freedom Run only members plus 78 combo members). There were 414 Freedom Run (329 Freedom Run only plus 85 combo) members at this time in 2013.
- There are currently 78 combination members to both dog parks.
- Breakdown for Freedom Run / Combo passes Elgin – 185 HE – 93, Streamwood – 71. Additional towns are Schaumburg - 42, Huntley, Hanover Park and South Barrington, Elk Grove, Palatine, Wheeling and others.
- There are a total of 766 (762 at the end of September) Dog Park memberships (335 Bo's Run, 353 Freedom Run, and 78 combination memberships). There were 801 dog park memberships in 2013.
- Staff feels the drop in membership is due to the recent openings of the Schaumburg and possibly the Mount Prospect / Arlington Heights dog parks.

## Communications and Marketing

### Program Promotions

- The Communications and Marketing Superintendent worked with program managers to promote the new website, basketball, ELC, Prairie Stone memberships, Halloween Bash, Pumpkin Swim, Great Pumpkin Skate, and Public Skate schedule.

### Community Education

- **HEALTHeKids e-Blast & Blog** – The articles are individually promoted through social media and eventually an RSS feed on the park district website.
- **Web Design Conversion** – The website conversion is complete and was launched on Tuesday, October 28<sup>th</sup>.
- **Mobile Application and Responsive Web Design Conversion** – The website in progress is to be fully converted to a mobile-friendly design, and is on target for completion in the third quarter.
- **Mobile app** – The Mobile app is available to address Push Notification bugs. Users should see the update in their apps. It has been available since April 25<sup>th</sup>, as of October 29<sup>th</sup>, 2014, there are 844 apps downloaded. Specific benefits have been promoted to each group, i.e. Preschool, STAR. The mobile app is being marketed to the community via the website, e-blasts, posters, social media and with mobile app promotional cards distributed to program participants.
- **Me & HEPD** – Communications and Marketing is working on a new concept for the 2015 marketing and program guide. The concept focuses on individuals who have been involved with the park district for a long time. Their stories are being captured on video and in print for the guide.
- **Park Info** – Communications and Marketing is developing content for the Planning Division's park portal project, called "Park Info". A button has been added on the application to begin to beta test the project. Content is being created to cover four topics including Health, Sports, Nature, and Fitness.



## Public Relations & Advertising

### Press Releases submitted to – Daily Herald, Tribune, Business Ledger

- Digital Marquees Inform Our Community.

**Community Calendar Submissions (fall events) to:** Daily Herald, Trib Local, Kidwinks, Hoffman Estates and Schaumburg Chambers and Hoffman Estates Visitor's Bureau.

### Daily Herald trade ads – Run bi-weekly on Sundays in the Neighbor Section that covers Hoffman Estates, Schaumburg, Streamwood, Hanover Park, Bartlett and Elk Grove Village:

Halloween events – Halloween Bash and Great Pumpkin Skate.

### Other News:

- **Agency Showcase** – Communications and Marketing has decided to enter 2 – 3 categories in the IAPD Agency Showcase at the IPRA annual convention in January.

## MARKETING DASHBOARD (SOCIAL MEDIA & WEB STATISTICS)

September 28, 2014 – October 28, 2014

Mobile Access - results to date are positive, showing more users accessing heparks.org on mobile devices or tablets. We are looking for a greater percentage of page views by mobile and tablet. New responsive/mobile friendly website launched October 28<sup>th</sup>, 2014:

	<b>Benchmark: Feb 2013-Feb 2014</b>	<b>September 28 – October 28, 2013</b>	<b>September 28 – October 28, 2014</b>	<b>Change from last year</b>
Desktop	63%	64%	55%	-12%
Mobile	27%	26%	34%	+26%
Tablet	10%	9%	10%	+16%

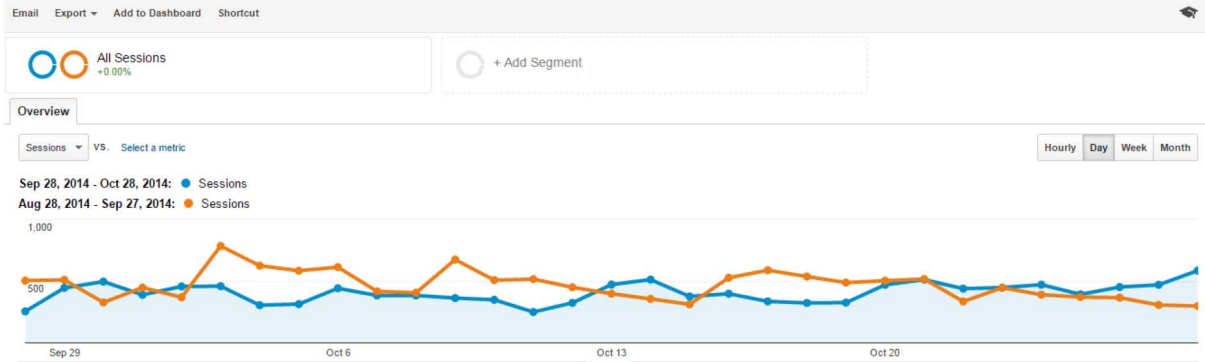


### WEBSITE Heparks.org Google Analytics

We see an increase in hits on Sept 3, the day after our e-blast and the week prior to when Fall programs start.

## Audience Overview

Sep 28, 2014 - Oct 28, 2014  
Compare to: Aug 28, 2014 - Sep 27, 2014

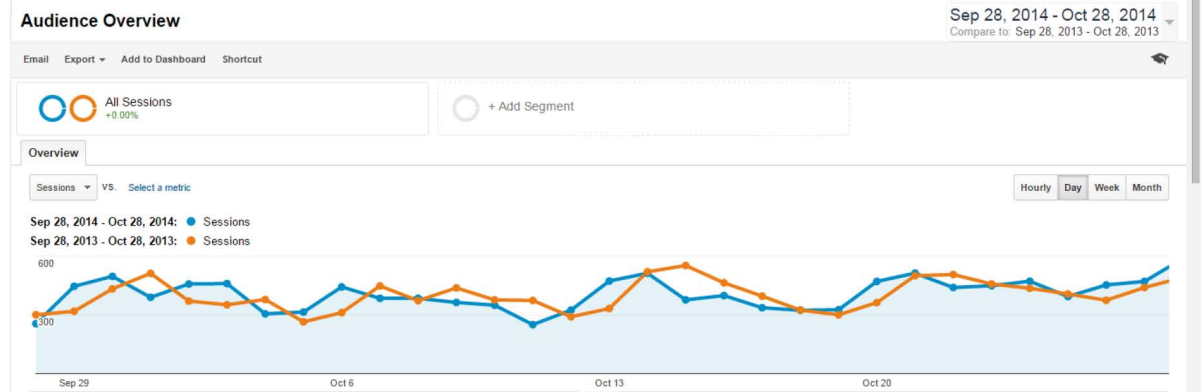


	2013	2014	+/- Variance
<b>Sessions</b>	12,599	14,474	+12.95%
<b>Users</b>	8,657	9,748	+11.19%



### Program Guide online

Indicates how many times people are viewing the electronic version of our program brochure on our website. The program guide sees an increase after the eblast is sent (Oct 14 & 28).

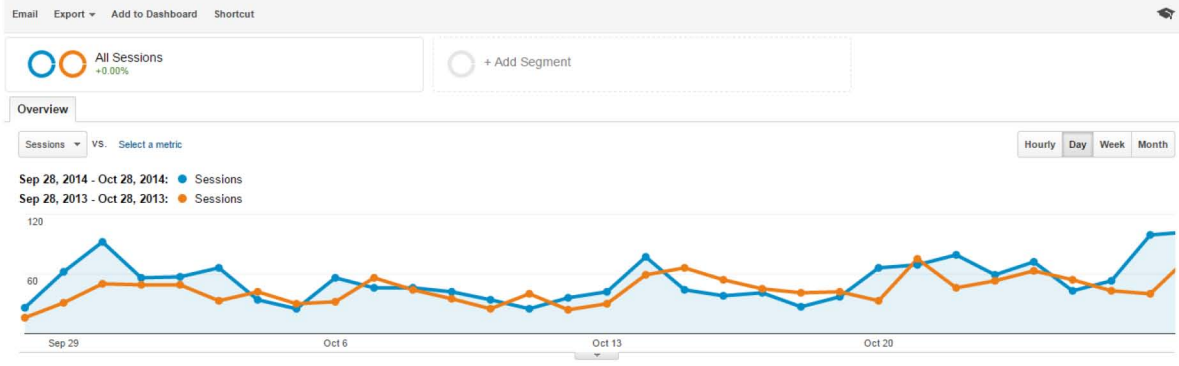


### WebTrac/Online Registration Page Hits

**Google Analytics** – Hits are higher on Mondays; a historical trend, with the most hits on the week right before sessions begin. Overall compared to last year we are seeing much more hits to our online registration. It should increase again after mobile webtrac rolls out within the coming months.

## Audience Overview

Sep 28, 2014 - Oct 28, 2014  
Compare to: Sep 28, 2013 - Oct 28, 2013



## Facebook Reach

Our goal is engagement: The more people tag, share and comment on posts the greater the reach. 28 Days Page Engaged Users (Col G): The number of people who engaged with our Page. Engagement includes any click or story created in October = 26,272.



## Conversion Rate – What percentage are registering online?

Derived from a RecTrac Report that indicates the percent of registrations made online vs in person. New responsive/mobile-friendly website launched Oct 28, 2014. Mobile webtrac to come within the coming months.

2011:	21%
2012:	26.3%
2013:	30.69%
Jan 1-Oct 28, 2014:	33%



## Email Blast Results, Constant Contact

	Open Rate	Bounce Rate	Click-thru rate
<b>Sports and Recreation industry</b>	<b>19.7%</b>	<b>9.19%</b>	<b>11.89%</b>
<b>Benchmark</b>			
All HEPD email	20.9%	5.50%	11.80%
HEPD General E-Blast 6/10 (Qty 15k)	19.0%	1.50%	11.00%
HEPD General E-blast 5/27 (Qty 16K)	24.5%	1.40%	11.70%
HEALTHY Kids June Newsletter (Qty 391)	22.70%	0.30%	7.10%

## **Bridges of Poplar Creek Board Report**

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### **General Programs**

- Upcoming Golf Events: Make A Holiday Wish November 15<sup>th</sup>, Breakfast with Santa December 13<sup>th</sup>.
- The first Annual Bridges Challenge was on October 11<sup>th</sup>. It was a big success. We had 30 players. Congratulations to winner Paul Henning with the score of 76.
- Pro Am Scramble was on October 12<sup>th</sup>. We had 30 teams of 4 players. Congratulations to the winning team of Larry Featherstone, Kyle Featherstone, Tim Streng, Tyler Hering with the score of 14 under. The golf course received rave reviews from all players. Players were amazed of the turnaround from early in the season. Hats off to Dustin Hugen for all his hard work during this challenging season.

### **Golf Rounds**

<b>ROUND TOTALS</b>		
<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>1,955</b>	<b>2,644</b>	<b>2,366</b>
<b>YTD ROUND TOTALS</b>		
<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>32,872</b>	<b>30,218</b>	<b>28,735</b>

### **Range Information**

<b>RANGE BASKET SALES TOTALS</b>		
<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>751</b>	<b>1,012</b>	<b>932</b>
<b>YTD RANGE BASKET SALES TOTALS</b>		
<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>19,570</b>	<b>17,749</b>	<b>18,342</b>

### **Communications & Marketing**

#### **Marketing/Advertising**

- We did 2 email blasts for the month advertising, Bridges Final Challenge, Pro AM Scramble, Fall Specials, ProShop Sales, and Wedding & Banquet Specials.

#### **Food & Beverage**

For the month of October we had a total of 34 Events

The breakdown is as follows:

- 10 breakfast meetings servicing 170 people
- 2 continental breakfast meeting servicing 70 people
- 1 ABBHH continental breakfast with a lunch servicing 57 people
- 5 Rotary luncheons servicing 215 people
- 1 memorial luncheon servicing 61 people
- 1 Christening servicing 55 people

3 social luncheons servicing 212 people  
1 all day meeting for IPRA servicing 93 people  
1 business dinner servicing 24 people  
1 golf outing servicing 32 people  
1 end of the season pizza dinner servicing 50 people (Knights of Columbus league)  
1 ceremony only event canceled the week of the ceremony  
3 receptions & Ceremonies servicing 450 people  
1 dinner/fundraiser servicing 124 people  
2 in house golf events Final Challenge and Pro Am

We currently have 12 events booked for the month of November

7 breakfast meetings servicing 128 people  
3 Rotary luncheons servicing 120 people  
1 Retirement Luncheon servicing 125 people  
1 All day Meetings with Lunch servicing 100

Wedding Booking Update:

2016=1 ceremony and reception

2015=16 receptions 12 of which are hosting their ceremonies here plus one ceremony only

2014= 29 wedding receptions plus 7 ceremony only booked, Of the 29 receptions; 23 are doing their ceremony and receptions here.

Past Wedding #'s

2013 = 32 wedding receptions plus 5 ceremony only weddings. Of the 32 receptions; 25 are doing both their ceremony and reception.

2012 = We hosted 36 wedding receptions plus 3 ceremony only weddings. Of the 36 weddings we hosted, 17 did both the ceremony and reception here.

## **Golf Maintenance**

### Bridges of Poplar Creek Country Club October 2014 Maintenance Report

Leaves, leaves and more leaves seems to be all we know and all we do in the month of October. For the first half of October almost every day we are busy cleaning leaves and debris from greens prior to the mowers, blow leaves out of bunkers so that when we rake the sand traps and not have leaves mixed into the sand, and then use our sweeper to pick up leaves along with two rough mowers mulching leaves in the rough. This is an everyday process for about two and half weeks in October that takes up lots of man hours but is immensely appreciated by our customers. While cleaning up leaves we were able to provide some maintenance to our no mow and native areas on the golf course. Certain areas that only see maintenance twice a year were mowed, cleaned up and had herbicide applied for broadleaf control. Outside of cleaning the golf course of leafs the maintenance team was busy with the following:

- Routine Maintenance
- Dead heading all plants in the event area and around the clubhouse.
- Cutting down all perennial grass beds
- Continued landscape work for the new sign at Golf and Moon Lake Road
- Planted sod above the new wall on #14
- Extended and added some cart parking areas next to greens with red gravel
- Prepped bridges for new asphalt to be installed
- Removed curbs at holes 10 and 11 in preparation for #10 pond wall project
- Removed 11 dead Ash trees

- Planted 8 pallets of new sod around new sign location
- Irrigation upkeep
- IPM applications
- Continued developing plans for the irrigation pond wall on #10 and #11
- Equipment maintenance

## MEMORANDUM NO. 14-120

**TO:** All Committee \ Board Members  
**FROM:** Dean Bostrom, Executive Director  
Craig Talsma, Deputy Director \ Director of Administration & Finance  
**RE:** 2015 Budget Format  
**DATE:** November 1, 2014

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### **Introduction**

Staff is pleased to present its recommendations for the Hoffman Estates Park District 2015 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. 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 4<sup>th</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 11<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 that will meet the District goals for 2015. The budget is the financial means to ensure the overall achievement of our staff's objectives and the District's goals. The objectives highlight specific items and areas that will be different or specialized for 2015 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 11, 2014. This preliminary budget will be available for public review through December 14<sup>th</sup>. A December 2<sup>nd</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 2015 budget, the Budget and Appropriation Ordinance and the Tax Levy at the board meeting on December 16<sup>th</sup>, 2014, to allow time to file the documents with Cook County by the required deadlines.

### **2015 Budget Overview**

The proposed 2015 budget documents are presented showing the 2014 actual budget, the nine-month operating actuals for January through September of 2014, the 2014 operating projections (the amount staff believes the year-end numbers will finish at), and the recommended 2015 budget.

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

The 2015 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 2015 budget is built. The 2014 CMP has already gone through the Forward Planning Committee and is expected to be approved in full document form by the Board in December 2014. 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.



As part of the CMP, staff developed a five year fixed asset inventory to plan for our capital expenditures for future years. This developed the Capital Improvement & Replacement Plan (CIRP) which outlines our anticipated capital expenditures for the next five years. Though this plan outlines in detail these expenses, it is a very dynamic document and is continually modified to allow for items that require immediate improvement or meet the goals of the District. Even the proposed CIRP plan for 2015 which was Board reviewed earlier this year has been modified to include some additional items needed for 2015.

Each year's CIRP is only a preliminary plan which is then finalized and presented as the Capital Fund's items (and associated Special Recreation ADA portions) within the proposed budget. Many capital items that cannot be funded with bond proceeds are included as capital items within individual fund operations.

## **2. Objectives**

To fulfill the mission, values and goals, staff annually prepares objectives as part of the budget process. As part of the 2014 CMP process, all of the District's goals, its mission and values were updated. The 2015 objectives 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 objectives and provides the financial means to support these objectives.

Staff objectives are presented by each of the divisions. Objectives represent larger projects or operational plans and larger scope work. The day-to-day normal operational functions are not included as objectives. The objectives will be presented with the appropriate sections of the budget to the committees that they pertain to. Objectives represent major projects and changes to operations that are planned for the upcoming year. The budget supports these objectives and all of the day-to-day operations that our District plans to accomplish in 2015.

## **3. 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.

## **4. Zero Based Budget**

In formulating the 2015 budget, no 2014 budget amount was assumed to be the same or even necessary, and was therefore not automatically included in the 2015 budget. Each 2015 budget line item includes staff's best attempt to project the actual expenses and revenues required to achieve the district's goals and 2015 objectives. All revenues and expenditures in the 2015 budget have been thoroughly reviewed by all appropriate staff.

## 5. **Charge Backs**

The 2015 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 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.

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 specific operations and to allow for the long-term capital and debt service structure of the District to be obtained.

In 2014 the Debt Service Fund was budgeted to receive \$643,075 from PSSWC, \$706,150 from Rec/Ice, and \$100,000 from BPC. These transfers basically represent the anticipated operational surplus eluding 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 2014 PSSWC's repayment was reduced to \$600,000 and the BPC payment was not made. In 2015 the payment from Rec/Ice has increased to \$750,000 and BPC has remained at \$100,000. The PSSWC payment has been reduced to \$550,000.

2014 also has a projected transfer of \$1,000,000 to the Capital Fund. These are monies that have been reserved from the original 2004 Debt Certificate issuance for the Ice Arena. As part of the refunding this year for those debt certificates, these funds are being released to the Capital Fund as part of this year's bond process.

In 2015 staff is proposing the abatement of the Working Cash Fund in that we have not needed to access these monies for operations. This money which

totals approximately \$1,090,000 will need to be released by Resolution and transferred to the General Fund. The reason to do this is to allow these funds 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; now we are unfunded (at the end of 2013) by \$942,369. This has decreased from its high of a \$1,496,686 liability in 2011. Staff anticipates this number will continue to decrease; however, by paying this liability off we will see a future reduction in our IMRF employer rate which thereby will reduce our pension costs on an annual basis.

The District currently earns less than 1.5% on its Working Cash Fund investments but is paying an imputed 7.5% interest on the UAAL. Paying this off will in essence utilize our Working Cash funds but for a true liability that has negative effect to the District. Additionally starting with the 2015 Comprehensive Annual Financial Report (CAFR) this UAAL will need to be presented as a liability on the District Wide Balance Sheet. It is staff's opinion that it should be paid off and therefore also not have to be reported. Once paid off there will always be a small positive or negative UAAL but it normally is a nominal amount. Staff is proposing this be done in December of this year so that the District will not need to record the UAAL on the year-end balance sheet.

After the transfer to the General Fund of the Working Cash funds, the General Fund will transfer \$800,000 to the IMRF Fund for the UAAL. It is also budgeted for the General Fund to then 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. All in all staff feels this is an overall optimal usage of the Working Cash Funds.

The Working Cash Fund cannot be replenished for at least ten years. After that time it can be funded without referendum but it would be included within the current tax cap limits unless passed by voter referendum.

## **6. Personnel**

The 2015 proposed budget includes a total of 76 full-time employees, which compares to 76 employees in 2014. The number reflects the reduction of two full-time staff at PSSWC and the increase of two full-time staff at BPC. One fitness manager and one full-time sales associate have been reduced to part-time positions at PSSWC which allows for greater flexibility among other positions and enables a stronger budget. BPC is replacing the one food and beverage manager with two full time managers. Also BPC's budget includes a proposed full-time building technician (custodial) staff person. This basically is elevating some of the part time staff into a full-time person to ensure cleanliness, building operations, and rental coordination year-round.

The District has been monitoring all staff hours during 2014 to be in compliance with the AHCA. The government delayed certain aspects of the reporting and

providing requirements of this act until 2015. The district, however, maintained its procedures to minimize the amount of staff that would work over 1500 hours. Currently we do not have any part-time staff that will exceed 1500 hours.

### Compensation

The district's financial performance in 2014 was successful in many of our areas and overall for the combined District operations. The General and Recreation Funds exceeded budget and BPC and PSSWC did not fully achieve their anticipated budgets without the reduction in inter-fund debt payments. Both operations were adversely effected by the weather, with PSSWC losing many of its budgeted January sales due to the harsh cold at the beginning of the year. Additionally BPC was affected by the weather with less than ideal spring and fall golfing conditions. The heavy cold winter also adversely affected all operations with greater than anticipated utility costs, especially for natural gas during the first quarter. Financial performance though very important does not entirely reflect the many additional achievements including the completion of the district's five year CMP.

The District will receive a tax based increase of 1.5% for CPI. Included in the 2015 budget is a merit wage increase pool of just 2%, which is the same as last year. A pooling of comparable park districts shows that most are budgeting for wage increases between 2% and 3.5%. The full-time salary ranges will be updated in accordance with this.

## **7. Tax Levy**

Attached is a levy worksheet that illustrates last year's tax levy and next year's anticipated levy which is \$8,390,000. This is comparable to last year's extended levy of \$8,364,464.

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. The budgeted amount of property taxes reflects those amounts we believe we will collect after being adjusted for TIF payments and refunds.

### **Overview of General Fund (01)**

The General Fund had a very good year projected to exceed budget by \$200,000. This surplus was attributable to a variety of other factors. Additional property taxes above budget increased the revenue side. There were significant savings from a reduction in the utilization of contracted services for the IT needs of the District. The new IT Manger was able to greatly reduce these support costs. There were also savings in the maintenance department in regards to equipment and facility repairs. There were additional costs for unemployment compensation and utilities.

Next year's budget includes the earlier mentioned transfer in from the abatement of the Working Cash Fund and the transfer out to IMRF and Special Recreation. Many costs have increased within payroll which reflect some additional seasonal maintenance hours and health insurance which was up about 10%. The administration department also has a new part-time staff person to assist in the IT department. This is only budgeted less than 20 hours per week at a minimal rate of pay but will provide support in some of the less technical areas. This cost is offset by the savings in contractual support.

The capital expenditure within the General Fund operations include a new battery backup for the main server room, the scheduled Rectrac registration software upgrade, improvements on the District Wi-Fi at all facilities and a point to point wireless system for Seascape and copier replacements for the maintenance department and the TC Northside.

### **Overview of Capital Fund (12)**

Due to the refunding of bonds of the 2004 Debt Certificates (Ice Arena construction) in December 2014 the district will be able to generate some additional capital funds of almost \$1 million dollars to help fund future projects. These funds will be utilized as part of the CMP process for funding capital expenditures. Additionally the transfer from the Recreation Fund of the reserved \$1,000,000 of reserved debt certificate funds will allow for certain major improvements in addition to the CIRP.

The majority of capital projects for 2014 were completed within budget. The Board did approve additional projects throughout the year, including the purchase of the Summit property and the first phase of the BPC tenth-hole project. The park portal project was partially completed with a balance carrying over to 2015 and the PSSWC locker room renovation project was postponed to next year when it will focus on re-grouting the locker rooms. The marquee sign project has been completed under budget and now has an operational budget within the Capital Fund for 2015.

2015 Capital projects are presented individually within the different objective for each department.

## **Overview of Recreation Fund (02)**

The Recreation Department had a good year achieving a projected \$100,000 surplus. The department finished strong especially with winter ice programs and was able to overcome some earlier projected shortfalls including some very high utility costs during first quarter. In addition to the ice programs early childhood had a very strong year. Most of the other areas were able to maintain most of their area. Athletics struggled in 2014 and will be a focus in 2015 operations. Included in the projections is the \$1,000,000 transfer of the ice reserve funds. Administratively field rentals were about \$20,000 lower this year than budget. This is mainly due to the lack of travel baseball teams and therefore fewer rentals. Communications and Marketing's hiring of an independent contractor for the sale of advertising space was originally budgeted in 2014, however it has been postponed and included in the 2015 budget. This will help in the sale of internal partnership marquee advertising to be implemented in 2015.

During the year, the Triphahn Center saw revenues slightly under budget; however expenses were lower by more than the shortfall of revenues, allowing for a slight surplus in this area. 2015 will see a slight price increase (\$2) for the TC fitness memberships. WRC also had slightly lower revenues, but again will actually have a slight surplus due to expense savings. WRC will also see a slight (\$1) price increase in memberships in 2015. General leisure services includes the general programming area which also had less revenues but also generated a slight surplus. The smaller general programs like music and art have not done as well and will be a focus in 2015.

Senior programs continue to grow however they operate at a small margin. 2015 will see a \$5 increase in the senior membership (\$10 to \$15) which includes full drop in privileges (pool, card, pickle ball). The focus in 2015 will be to grow the margin and not have senior programs as subsidized.

Early childhood programs performed very well exceeding budget by \$70,000; the majority of these was due to the continued growth of the ELC program. A part-time coordinator is included in the budget to assist with this and the growing STAR programs in 2015.

Youth baseball continues to decrease and was about \$20,000 short on revenues with a negative net effect of \$10,000. Options for growing this area continue to be a priority. Youth athletics in general was closer to revenue generation and budget but also operated at a slight deficit to budget. New program areas such as rugby, ultimate Frisbee and lacrosse for youths will be looked at in 2015.

Adult athletics has decreased even more in revenues and we saw a negative \$5,000 net effect on a loss of \$30,000 in revenues. Both football and basketball leagues were lower. A focus on gaining market share in this area will be looked at, however due to lower enrollments these programs do not operate at the optimal margins and this will be reviewed as well.

Seascope fell slightly short of budgeted revenues; however this would have been fully offset except for the water leak which caused a budget deficit in utilities of \$30,000.

The ice operations exceeded revenues by \$30,000 with increased expenses of \$40,000 providing a net of \$30,000. Programs were the very strong point. After letting go of some rentals and doing more hockey programs in house, we have seen a strong surge in ice revenues.

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

The PSSWWC fund is projected to exceed the year end budget by \$10,000 due to a decrease in the debt payment from \$643,075 to \$600,000. The fact that PSSWC is able to contribute this amount of money for debt service is an excellent attribution towards its operations which had an overall good year. We were never able to 100% recover from the poor January sales due to the weather plus the increase in utility costs but worked diligently to come very close.

To help equalize some of the burden of debt service contribution in 2015 the debt payment has been reduced to \$550,000. Sales are estimated slightly less as we continue to evaluate the toll that lesser priced clubs have had on the industry. In response to cutting costs, two full-time positions were not filled this year to help reduce overall costs. A focus on additional programming opportunities for recreation and health and wellness will be a focus on 2015 as well as ensuring the maintaining of proper margins for programming operations.

Fees were looked at during the budget process and at PSSWC there were many areas where there has not been a fee increase in many years. These areas which include swim lesson, personal training, and massage will see moderate fee increases. A membership fee increase will be evaluated for 2016.

The 2014 capital item within PSSWC was a project for carpet replacement. It was deemed that it was only needed in the Kids Korner are at this time. The 2015 PSSWC budget includes \$24,500 for replacement fitness equipment.

### **Overview of Bridges of Poplar Creek (BPC) Fund (14)**

The BPC operations were heavily impacted financially by uncooperative weather, but more influential has been the downturn in the golf industry. The operation was budgeted to break even after making a \$100,000 transfer to the Debt Service Fund; however this transfer was forgone in order for the operations to break even.

The food and beverage operations have made a wonderful comeback and are expected to finish the year almost \$100,000 better than budget. These operations lost the food and beverage manager but an innovative plan to have two full time managers in the food and beverage operations is now being planned for next year. Additionally a full-time Building Technician has been

budgeted to help maintain the facility and its rental operations. Hopefully this area will continue to flourish.

Unfortunately the golf operation lost more than the F&B gained. In addition to losing active participants, this industry has become overly competitive. In order to maintain a break even operation reductions in the maintenance budget are being proposed in 2015 in order to bring our services in line with our price point.

The BPC capital operations in 2014 were all completed including the unbudgeted purchase of equipment for \$15,000. Capital items in 2015 include the purchase of new ice machines, a copier and redoing the banquet room doors.

### **Overview of Special Revenue Funds**

The Debt Service Fund is in the final phases of our complete debt service plan implementation. The 2004 Debt Certificate refunding will be complete in 2014 and that only leaves the 2006 bond refunding for potential savings and as the very last component of the long term debt service structure that we have implemented. Future CIRP plans can be funded up to \$1,000,000 per year with the budgeted planned paybacks from the enterprise type operations. A final determination for the timing of the 2006 refunding will be evaluated.

IMRF and FICA both finished the year positively due to the full collection of our property taxes. These funds utilize their levy to collect allowable taxes to pay IMRF, Social security and Medicare expenses. The amounts for these costs are actually charged to every department where there is staff to show a more accurate bottom line. The fund where the departments are, then receives an interfund transfer in total to offset these costs in full. Budgeted amounts used during the year for the transfers are then adjusted to year-end actuals.

In 2014 staff will utilize IMRF reserves to pay off any delinquency in our current pension funding due to the amortization process selection. This amount is currently approximately \$630,000. In 2015 we are proposing to transfer additional funds from the General Fund to allow the IMRF Fund to pay off the Districts UAAL as discussed earlier

The Working Cash Fund continues to grow with interest earnings on the dollars invested in it. This fund has not been used and as discussed earlier staff is proposing abating it and transferring its proceeds to the General Fund to in turn help IMRF pay off the UAAL and to cover the Special Recreation Funds proposed operating deficit.

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

Attached are graphs that illustrate the projected operations and beginning and ending fund balances for 2014 and 2015 based on the 2015 budget as presented.



**HEPD INTER-FUND CHARGES FISCAL YEAR 2015**

<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	\$1,024,900	\$307,470	\$30,747	\$123,000	\$30,747	
01-10-70-6010	PT Admin Wages	\$26,340	\$7,902	\$790		\$790	
01-10-71-5000	Health Insurance	\$535,000	\$151,349	\$73,914		\$56,316	
01-10-73-5050	Inf. Sys. Support	\$50,000	\$14,145	\$6,908		\$5,263	
01-10-74-5050	Inf. Sys. Serv. Agree.	\$28,950	\$8,190	\$4,000		\$3,047	
01-10-75-5000	Office Supplies	\$15,000	\$4,243				
01-10-83-5000	Computer/Phone Equip.	\$49,050	\$13,876	\$6,777		\$5,163	
<b>Total Administration Expense</b>			<b>\$507,175</b>	<b>\$123,136</b>	<b>\$123,000</b>	<b>\$101,327</b>	<b>\$854,638</b>
<b><u>Maintenance Inter-fund Charges</u></b>							
01-20-63-5000	Loss Prevention Exams	\$20,650	\$5,163	\$516		\$258	
01-20-70-6000	FT Maint Wages	\$975,300	\$243,825	\$24,383		\$12,191	
01-20-70-6020	Seasonal Maint Wage	\$291,600	\$87,480				
01-20-70-6040	Overtime Wages	\$24,000	\$6,000				
01-20-83-5000	Facility Maint & Repair	\$80,000	\$40,000	\$16,000		\$12,000	
01-20-84-5020	Athletic Field Supplies	\$30,000	\$22,500				
<b>Total Maintenance Expense</b>			<b>\$404,968</b>	<b>\$40,899</b>		<b>\$24,449</b>	<b>\$470,316</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	\$265,000	\$66,000	\$17,160		\$13,200	\$96,360	
<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	\$1,400,000	\$ 750,000	\$ 550,000		\$ 100,000	\$1,400,000	

**HOFFMAN ESTATES PARK DISTRICT LEVY**

2013 Levy (collected 2014)

2014 TAX LEVY (collected 2015)

FUND	Max Rate	Levy	Extended Levy	Actual Rate	Levy	Extended Levy	Estimated Rate	Percent	Limited Levy at 97.5% collection*	Actual Rate	Percent
01 General	0.100	\$2,650,000	\$2,652,286	0.212	\$2,750,000	\$ 2,832,500	0.2200	32.78%	\$2,780,213	0.220	32.43%
02 Recreation	0.075	\$1,000,000	\$1,000,863	0.080	\$1,000,000	\$ 1,030,000	0.0800	11.92%	\$1,010,987	0.080	11.79%
03 Insurance		\$0		0.000	\$0		0.0000	0.00%	\$0	0.000	0.00%
06 Audit	0.005	\$0		0.000	\$0		0.0000	0.00%	\$0	0.000	0.00%
07 IMRF		\$535,000	\$535,462	0.043	\$500,000	\$ 515,000	0.0400	5.96%	\$505,493	0.040	5.90%
08 Bond & Interest		\$2,990,000	\$3,140,274	0.251	\$3,040,000	\$ 3,192,000	0.2432	36.23%	\$3,212,884	0.243	37.48%
09 Special Recreation	0.040	\$570,000	\$500,117	0.040	\$550,000	\$ 502,000	0.0440	6.56%	\$507,666	0.044	5.92%
10 FICA		\$535,000	\$535,462	0.043	\$550,000	\$ 566,500	0.0440	6.56%	\$556,043	0.044	6.49%
<b>TOTAL</b>		<b>\$8,280,000</b>	<b>\$8,364,464</b>	<b>0.670</b>	<b>\$8,390,000</b>	<b>\$8,638,000</b>	<b>0.6712</b>	<b>100%</b>	<b>\$8,573,286</b>	<b>0.671</b>	<b>100%</b>
Less Non Cap Funds		-\$3,560,000	-\$3,640,391	-0.291	-\$3,590,000	-\$3,694,000	-0.2872		-\$3,720,550	-0.287	
<b>Total Cap Funds Levy</b>		<b>\$4,720,000</b>	<b>\$4,724,073</b>	<b>0.378</b>	<b>\$4,800,000</b>	<b>\$4,944,000</b>	<b>0.3840</b>		<b>\$4,852,736</b>	<b>0.384</b>	

2013 EAV \$1,250,292,037

Proj 2014 EAV - \$1,250,000,000

\* Includes \$300,000 in TIF/EDA Payments

**NOTES**

**Tax Cap**

**Truth in Taxation**

2013 Extended Capped Funds Tax Levy.....	\$4,724,073
x CPI 0.015	<b>\$4,794,934 (a)</b>
Divided by	
Projected 2014 EAV (w/o new growth).....	\$1,250,000,000 (b)
2014 Limiting Rate.....	a/(b/100) 0.3836
	times
Estimated 2014 New Growth.....	\$5,000,000
Projected 2014 EAV (with new growth).....	<u>\$1,255,000,000</u>
2014 Limited Levy (Cap Funds).....	<b>\$4,814,114</b>
Proj 2014 Extended Levy (Cap Funds).....	<b>\$4,944,000</b>
Proj 2014 Levy Reduction.....	<b>\$129,886</b>

**2014 Levy not subject to Truth in Taxation**

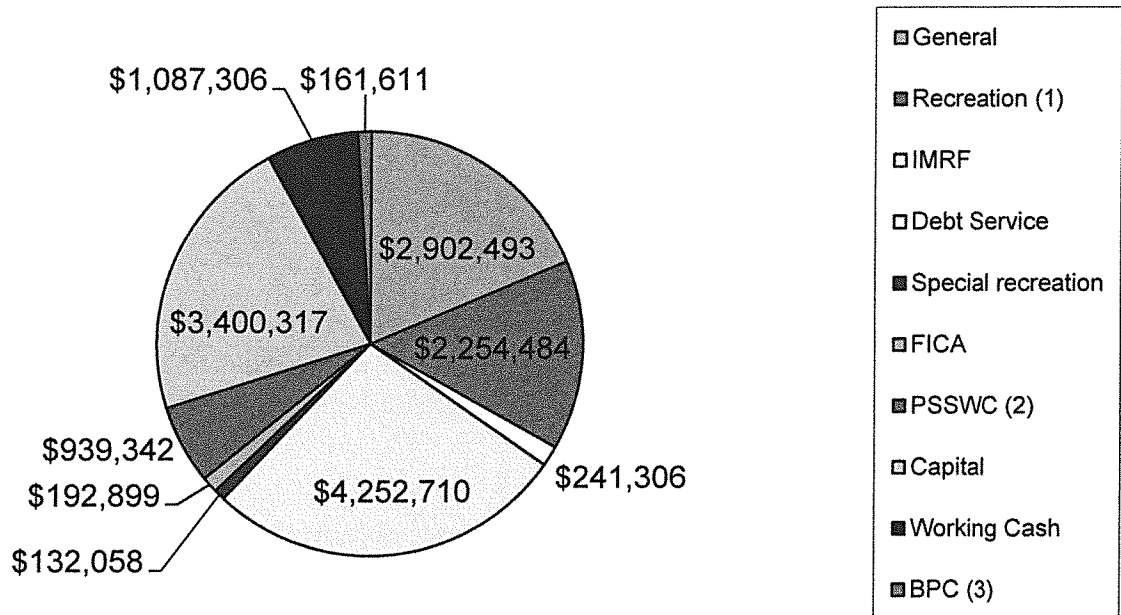
**Projected Reduction All Funds by %**

**Hoffman Estates Park District  
2015 Proposed Budget  
2014 Fund Balance Summary**

<u>Fund</u>	<u>Beginning 2014 Fund Balance</u>	<u>Projected 2014 Net Income (Loss)</u>	<u>Projected 2014 Ending Fund Balance</u>
General	\$2,702,493	\$200,000	\$2,902,493
Recreation (1)	\$3,154,484	(\$900,000) (A)	\$2,254,484
IMRF	\$204,306	\$37,000	\$241,306
Debt Service	\$3,502,710	\$750,000	\$4,252,710
Special recreation	\$327,058	(\$195,000)	\$132,058
FICA	\$167,899	\$25,000	\$192,899
PSSWC (2)	\$929,342	\$10,000 (B)	\$939,342
Capital	\$2,900,317	\$500,000 (C)	\$3,400,317
Working Cash	\$1,073,306	\$14,000	\$1,087,306
BPC (3)	<u>\$161,611</u>	<u>\$0 (D)</u>	<u>\$161,611</u>
<b>Total</b>	<b>\$15,123,526</b>	<b>\$441,000</b>	<b>\$15,564,526</b>

- (A) Recreation Fund includes year-end transfer of \$1,000,000 to the Capital Fund  
 (B) PSSWC had it's Debt Service transfer reduced from \$643,07 to \$600,000  
 (C) Capital Fund includes year-end transfer of \$1,000,000 from Recreation Fund  
 (D) BPC had its Debt Service transfer reduced from \$100,000 to \$0

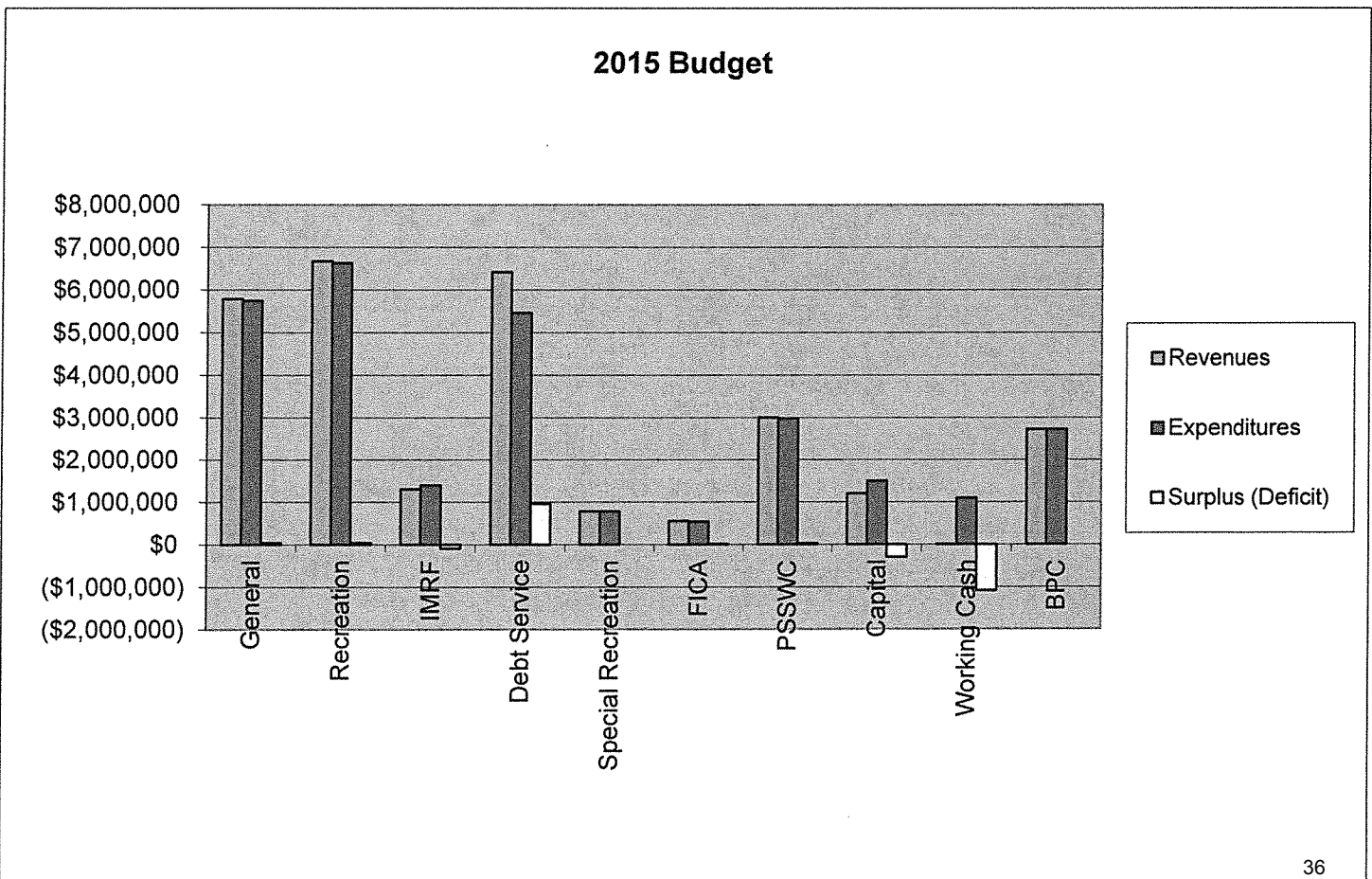
**2014 Fund Balance**



**Hoffman Estates Park District  
2015 Proposed Budget  
2015 P & L Summary**

<u>Fund</u>	<u>Budgeted 2015 Revenues</u>	<u>Budgeted 2015 Expenditures</u>	<u>Budgeted 2015 Surplus (Deficit)</u>
General	\$5,785,269	\$5,745,269 (A)	\$40,000
Recreation	\$6,675,874	\$6,635,874	\$40,000
IMRF	\$1,306,816	\$1,401,816 (B)	(\$95,000)
Debt Service	\$6,421,400	\$5,461,400	\$960,000
Special Recreation	\$780,360	\$780,360 (C)	\$0
FICA	\$554,800	\$539,800	\$15,000
PSSWC	\$2,997,794	\$2,972,794	\$25,000
Capital	\$1,200,853	\$1,500,853	(\$300,000)
Working Cash	\$2,694	\$1,090,000 (D)	(\$1,087,306)
BPC	<u>\$2,720,307</u>	<u>\$2,720,307</u>	<u>\$0</u>
<b>Total</b>	<b>\$28,446,167</b>	<b>\$28,848,473</b>	<b>(\$402,306)</b>

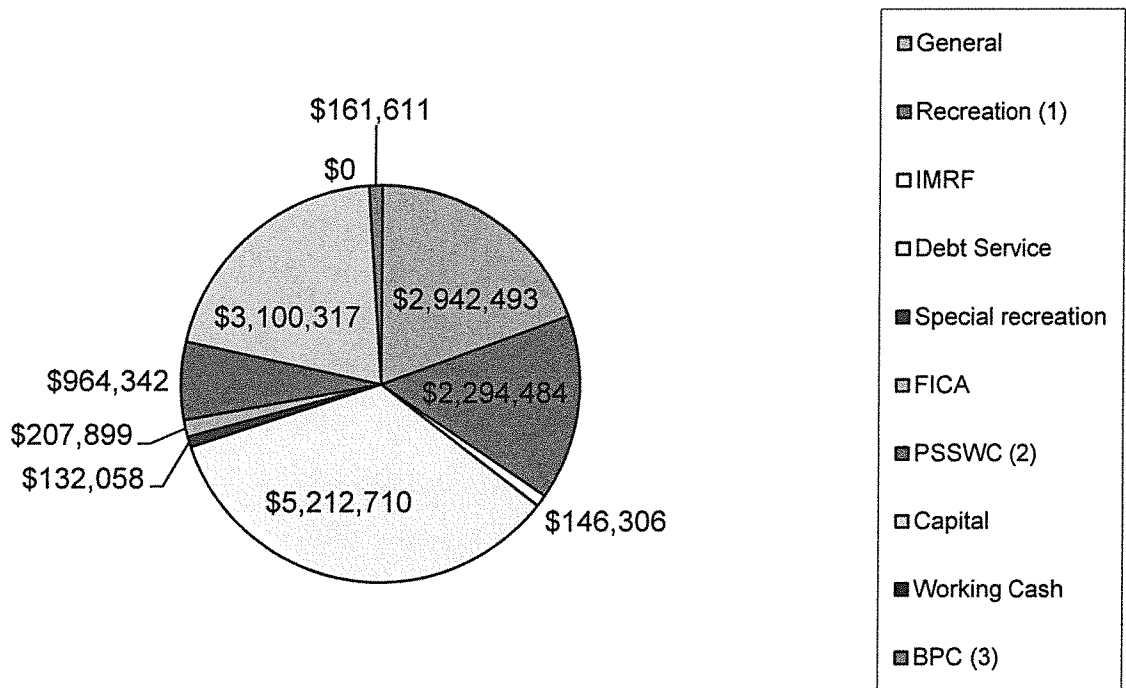
- (A) General Fund is receiving transfer in of \$1,090,000 from abatement of Working Cash Fund  
 General Fund is transferring \$800,000 to IMRF for UAAL payment  
 General Fund is transferring \$275,000 to Special Rec Fund to cover 2015 budget deficit
- (B) IMRF Fund is receiving \$800,000 transfer from General Fund for UAAL payment
- (C) Special Rec Fund is receiving \$275,00 transfer from General to cover 2015 budget deficit
- (D) Working Cash Fund is transferring \$1,090,000 to General Fund from abatement



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

<u>Fund</u>	<u>Projected 2015 Beginning Fund Balance</u>	<u>Projected 2015 Net Surplus (Deficit)</u>	<u>Projected 2015 Ending Fund Balance</u>
General	\$2,902,493	\$40,000	\$2,942,493
Recreation	\$2,254,484	\$40,000	\$2,294,484
IMRF	\$241,306	(\$95,000)	\$146,306
Debt Service	\$4,252,710	\$960,000	\$5,212,710
Special Recreation	\$132,058	\$0	\$132,058
FICA	\$192,899	\$15,000	\$207,899
PSSWC	\$939,342	\$25,000	\$964,342
Capital	\$3,400,317	(\$300,000)	\$3,100,317
Working Cash	\$1,087,306	(\$1,087,306)	\$0
BPC	<u>\$161,611</u>	<u>\$0</u>	<u>\$161,611</u>
<b>Total</b>	<b>\$15,564,526</b>	<b>(\$402,306)</b>	<b>\$15,162,220</b>

**2015 Fund Balance**



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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Purchase and install needed park amenities throughout the district. With an emphasis on recycling trash cans	Complete by end of 4 <sup>th</sup> quarter
Complete assigned annual ADA projects	Complete by end of 4 <sup>th</sup> quarter
Maintain the District's accident reports and review claims	Review 100% of accidents & recommend corrective/preventative actions.

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

<b>Division Objectives:</b>	<b>Measures:</b>
BPC – replace RTU-5 Trane 15-ton compressor	Complete by end of 4 <sup>th</sup> quarter
Seascape rebuild pumps #1 & #3	Complete by end of 4 <sup>th</sup> quarter
TC repair roof at connection point to old section	Complete by end of 4 <sup>th</sup> quarter
Repair TC HVAC system by adding Trane Tracer DDC to integrate HVAC systems and replace IGV with VFD on TC AHUs.	Complete by end of 4 <sup>th</sup> quarter
Install Pool Pump VFDs at PSSWC.	Complete by end of 4 <sup>th</sup> quarter

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

<b>Division Objectives:</b>	<b>Measures:</b>
Environmental public awareness	Provide useful public landscaping information through the park perspective
Community volunteer opportunities	Conduct a volunteer garlic mustard removal event, a teasel removal event & a wild flower seed collection event w/community participation

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

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

<b>Division Objectives:</b>	<b>Measures:</b>
Administrate the Parks Division budget	Meet 100% of the timelines established by the finance division
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 or exceed budget bottom line.
Parks division budget	Produce and stay within a balanced budget
Develop the Parks and Risk Mgmt sections of the 2015 CMP	Complete by the district's adopted schedule
Vehicle 454 – CT 2007 Ford Explorer	Complete by end of 2nd quarter
Vehicle 453 – GB 2007 Ford Explorer	Complete by end of 2nd quarter
(3) 2009 Toro Z-turn mowers	Complete by end of 2nd quarter
Vehicle 507 – 1989 Chevy Crew Cab	Complete by end of 2nd quarter

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

<b>Division Objectives:</b>	<b>Measures:</b>
All district storage- install heat detectors	Complete by end of 4 <sup>th</sup> quarter
BPC golf maintenance – install heat detectors	Complete by end of 4 <sup>th</sup> quarter
Parks maintenance vehicle storage – install heat detectors	Complete by end of 4 <sup>th</sup> quarter

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Enhance high visibility natural areas by adding additional wild flower seeds	Complete by end of 4 <sup>th</sup> quarter
Enhance natural areas by controlling invasive plants/weeds	Complete by end of 4 <sup>th</sup> quarter
Purchase and plant trees, shrubs, and flowers throughout district	Complete by end of 4 <sup>th</sup> quarter

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

<b>Division Objectives:</b>	<b>Measures:</b>
Retro fit existing facilities with Green/Energy efficient solutions with primary focus on lighting	Complete by end of 4 <sup>th</sup> quarter
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 Initiative 1: Develop leadership that ensures work force readiness**

<b>Division Objectives:</b>	<b>Measures:</b>
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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Regularly enforce the I-2 CARE values	Complete by the end of the 2 <sup>nd</sup> quarter

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

<b>Division Objectives:</b>	<b>Measures:</b>
Instruct & train members of the training committee on district wide trainings	Complete by end of March

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Patch and repair districts parking lots and walkways in accordance to minimum safety and ADA standards.	By December 1, 2015
Design and implement corrective solutions for ADA issues listed in the District's ADA Assessment Plan	By December 31, 2015
Develop conceptual plans for the renovation and improvement of Chino Park	By November 2015
Develop conceptual plans for construction of a North Side Splash Pad Park	By November 2015
Analyze existing space utilization at the Triphahn Center and identify possible means to expand space to accommodate future active adult program needs.	By December 31, 2015
Repair/repave and upgrade High Point pathway system	By September 2015

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

<b>Division Objectives:</b>	<b>Measures:</b>
Proragis – Coordinate and maintain all district current statistical data as required by Proragis.	By December 31, 2015

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

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

<b>Division Objectives:</b>	<b>Measures:</b>
Develop and administer the Planning and Development division budget and meet all time lines established by the Finance Division	By end of 4 <sup>th</sup> quarter
Complete all capital projects within budget	By end of 4 <sup>th</sup> quarter
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 or exceed budget bottom line.



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

<b>Division Objectives:</b>	<b>Measures:</b>
Coordinate construction of hotel at BPC	Contingent on partnership & agreement
Maintain IPRA's Environmental Report Card	By end of 4 <sup>th</sup> quarter

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Implement CMP capital improvements listed for the calendar year 2015	By end of 4 <sup>th</sup> quarter
Replace Valley, Evergreen and Maple Park Playground	By June 2015
Upgrade and make ADA improvements to High Point Restroom	By September 2015
Repair and/or re-coat tennis courts	By August 2015
Repair and re-coat inline rinks at TC and Pine Park	By August 2015
Patch and/or sealcoat parking lots at WRC, TC, Parks Maintenance, Vogelei, Cottonwood Park	By August 2015
Shoe Factory to Prairie Stone Bike Trail coordinate with Village /Cook Country Forest Preserve/IDOT/ IL Tollway	Ongoing, anticipated completion fall of 2016

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Attend National Conference	October 2015
Attend Webinar Training P&D	December 2015
Attend CPSI CEU Playground Training	June 2015

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(REC)</b> Build soccer participation by 5%	Staff will offer pre-kinder soccer in Q2.
<b>(REC)</b> Re-establish indoor soccer within park district facilities	Staff will offer indoor soccer at the Triphahn Center in the Q2 in 2014.
<b>(REC)</b> Host an All Star Game for all levels within baseball.	Have at least 4 in-house teams per level. Each team nominates 5 players to the all-star game. Complete by Q4
<b>(REC)</b> Increase fall baseball by 5%.	Have a total of 42 players participate in our fall baseball league next season, complete by Q4.
<b>(REC)</b> Create a stronger curriculum and training tools for all volunteer coaches.	Hosting 1 coaching training before each season starts. For baseball Todd Meador will come out before the season begins to teach drills. For basketball the Chicago Bulls/Sox Academy will come out and host a coaches training, complete by Q4.
<b>(REC)</b> Develop programming, services and events that promote the Northern Illinois Raptor Center (NIRC)	Meet quarterly with NIRC to provide programs and schedule attendance at various special events, develop 2 new programs with NIRC by Q4.
<b>(REC)</b> Provide 50+ leagues and sport programs during the day.	Provide at least 2 softball leagues and 4 adult pickle ball leagues, have at least 1 of these new programs run by Q4.
<b>(REC)</b> Provide programming opportunities in non-traditional sports.	Provide rugby, Pickleball, badminton, ultimate Frisbee, flag football and research mini soccer and adult kickball in 2015. Run 2 new programs or leagues by the end of Q4.
<b>(REC)</b> Utilize a real time survey program for all athletic leagues.	Research new mobile app to see if real time communication is available for this purpose.
<b>(ICE)</b> Provide a 50+ ice program during the day time hours.	Program for Q1 – work with 50+ staff
<b>(ICE)</b> Institute beginning skater clinics/seminars for parents	Events will be planned and implemented in Q2
<b>(ICE)</b> Develop an interpretive skating program.	Implement in Q4
<b>(ICE)</b> Research and develop a hockey player evaluation process to improve the evaluation of players.	Have in place by the start of the hockey season – end of Q3
<b>(ICE)</b> Develop a “skating is for everyone” program.	Work with C& M to create a logo and event program. Start in Q1 and initiate in Q2
<b>(FAC)</b> Develop and implement special events, such as Adventure Day, as Seascope Aquatic Center to promote physical fitness, health and community involvement in positive recreational experiences	Events will be planned within Q1 to be implemented within Q2 and Q3.
<b>(C&amp;M)</b> Expand the outreach and communication through various marketing media channels	By Year End Measure Facebook Fans and Engagement Reach – grow by 5%, General Email List addresses and click thru rate grow 3%, Website hits and Mobile App users – grow 10%, Online Registration

	percentage – grow by 5%
<b>(C&amp;M)</b> Beta test the park information webpage, a community educational program	Measure number of “Park Info” articles/videos published – 12 by year end
<b>(C&amp;M)</b> Increase the use of video as a way to communicate and educate residents and guests.	Measure View Rates on videos published to establish a base line average View Rate by year end
<b>(C&amp;M)</b> Expand mobile application functionalities.	Add or expand function 2 new mobile app buttons/functions
<b>(C&amp;M)</b> Enhance the marketing of dog parks.	Measure number of dog park members. Add 1 new marketing method for dog parks.
<b>(FAC)</b> Offer SFAC pass holder discount program on pool rentals, birthday parties and cabana rentals.	Discounts will be offered and promoted throughout Q1, with continued effort to market and promote within Q2/3.
<b>(REC)</b> Increase participation by offering additional programs.	Youth Flag Football League, badminton, ultimate Frisbee, rugby additional drawing classes, piano classes and added enrichment programs will be offered in 2015.
<b>(REC)</b> Expand on Special Events to accommodate the growing number of participants.	Increased budget to expand offerings for Party in the Park, Winterfest and HEALTH program.

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

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(FAC)</b> Increase the opportunity to enhance the Wi-Fi services at all indoor facilities	Assessment of enhanced Wi-Fi services will be conducted within Q1/2, with potential of implementation of increased services within Q3
<b>(ICE)</b> Improve the Wolf Pack hockey registration process	Meet with NIHL (Wolf Pack) and Coyote club to discuss the future and streamlining the process. Q2 with implementing in Q3
<b>(FAC)</b> Continue to develop and increase the number of special events at the dog parks.	Continue to offer 2 special events to promote and increase participation within the dogs parks, while exploring and implementing additional opportunities within Q2/3
<b>(FAC)</b> Implement the district CHEER customer service training program for district team members.	Implement CHEER trainings throughout 4 quarters, offered to all district team members. Provide CHEER program within specific department trainings planned for the season to enhance education of part-time staff
<b>(FAC)</b> Develop internal secret shopper program for WRC and TC	Secret shopper program to be implemented within Q2/3. Results evaluated and potential changes to be implemented within Q3/4.
<b>(REC)</b> Conduct participation group feedback sessions to assess customer satisfaction with youth sports program(s).	Will be done at the conclusion of each youth sport. Q4
<b>(C&amp;M)</b> Measure the public’s satisfaction with the district. Using the CMP Needs Assessment survey as a baseline, develop a follow up annual survey with the same questions and answers to gauge progress and initiate feedback on district-wide initiatives.	Establish baseline at year end 2014, report 4 times in 2015 starting with year-end 2014 baseline report.
<b>(ICE)</b> Replace cooling brine pump with new VSD and add new DDC to integrate HVAC systems.	Complete by end of Q3.

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

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(REC)</b> Conduct outreach to neighborhoods and community associations on health related issues, childhood obesity, healthy habits, etc.	Promote our HEALTH program at various park parties in 2015.
<b>(REC)</b> Increase the number of health seminars and workshops for the 50+ group.	Working with Alexian Brothers to provide 4 seminars in 2015.

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

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

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(FAC)</b> Perform a capacity usage analysis of facilities	Completed by Q4
<b>(FAC)</b> Evaluate the program/class and rental utilization to obtain optimum facility usage.	Evaluation within Q1/2 within potential modifications within Q3/4
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 or exceed budget bottom line.

**District Initiative 2: Generate alternative revenue**

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(FAC, REC, ICE &amp; C&amp;M)</b> Develop new business plan structure, include cost recovery goals, program trends, markets served, potential level of duplication in the demographic region, etc.	Complete business/marketing plan development by end of Q1.
<b>(ICE)</b> Develop a rental skate replacement plan over the next five years within each year to year budget.	Implement in Q1

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

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(FAC)</b> Partner with local businesses to offer unique programming opportunities at SFAC	Connecting with businesses within Q1, with program opportunities to be offered within Q2/3
<b>(C&amp;M)</b> Evaluate and monitor ROI on marketing expenditures.	Develop and utilize a template formula to measure ROI on major advertising expenditures
<b>(REC, ICE &amp; C&amp;M)</b> Manage payroll to meet or exceed personnel budget to ensure maximize operational efficiency.	Meet or exceed Payroll Budget

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(REC)</b> Provide educational opportunities to residents on environmental best practices	Partner with Hoffman Estates Garden Club and Environmental Club to provide programming at Vogelei Center utilizing the garden beds and park. Q3
<b>(REC)</b> Promote outdoor recreation as a healthy lifestyle to combat obesity, i.e. canoeing, hiking and camping.	Partner with LL Bean and Cabela's to provide outdoor opportunities for residents. Q3
<b>(REC)</b> Create communication channels promoting significant events, like "National Trails Day, National Get Outdoors Day, Parks Day, etc."	Research dates and requirements for said events. Q4
<b>(FAC)</b> Work with local farmers to increase opportunities for farmer markets and other events.	Work with local farmers to offer events within Q2/3
<b>(FAC, REC, ICE &amp; C&amp;M)</b> Promote educational outreach programs to a diverse community to engage environmental stewardship.	Continue iCompete Mentoring program. Q1 & Q2
<b>(FAC)</b> Evaluate fitness equipment needs, selecting energy efficient equipment (when applicable), and purchasing new equipment to continue to upgrade aging equipment and stay current on industry trends.	Evaluating fitness equipment needs within Q1, to purchase or lease new equipment within Q2/3
<b>(FAC)</b> Paint ceiling in TC fitness center	In operating budget with the aim to improve the appeal of fitness facility for existing and potential customers. To be completed by Q4
<b>(FAC)</b> Installation of carpet in back office administration area TC	To be completed by Q4
<b>(FAC)</b> Enhance current camera system within facilities, TC and WRC, and install camera system for Vogelei	In operating budget, to enhance current systems and install new system at Vogelei by Q3
<b>(FAC)</b> For Seascape Aquatic Center, add toilet to family locker room to enhance accessibility, to be placed in ADA funds	Enhance ADA practices, in operating budget to be completed within Q2

**District Initiative 2: Utilize best practices**

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(REC)</b> Revamp Willow preschool 4-year-old by adding a 4-day preschool class in place of a 2-day class.	4 year old preschool class switched from a 2-day AM class to a 4-day PM class for 2015-2016 school year. Registration opens in Q1.
<b>(REC)</b> Develop weekly/monthly age-appropriate curriculum units in the KinderSTAR program.	Implemented in Q3, start of the 2015/2016 school year.
<b>(REC)</b> Schedule and complete annual climbing wall inspection for the PSS&WC inside and portable walls.	Done annually. Q4
<b>(FAC)</b> Reach out to new rental possibilities for TC, WRC, and Vogelei	Develop a rental coupon to draw new rental guests and bring back returning ones
<b>(FAC)</b> Increase TC custodial/program setup staff to enhance the	To be implemented within Q1

cleanliness of the facility and increase staff availability for the increase in program setup demands.	
<b>(FAC)</b> Strengthen the seasonal transition of the aquatic group lesson staff from indoor to outdoor.	Preparation and planning within Q1/2, to take place within Q3

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

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(REC)</b> Increase conservation projects and learning opportunities at multiple parks and facilities.	Offer 4 programming through the garden club and local environmental groups. Q4
<b>(FAC &amp; REC)</b> Strengthen emergency response training within the district facilities by implementing drill trainings to ensure team readiness.	Provide quarterly emergency response trainings for facilities.
<b>(FAC)</b> Offer Medic AED/CPR training for district team members to ensure team is CPR/AED certified.	Offer quarterly Medic AED/CPR training for all district team members.

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

**District Initiative 1: Develop leadership that ensures work force readiness**

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(FAC, REC, ICE &amp; C&amp;M)</b> Increase the opportunities to engage and train team members utilizing webinars and newer technology based resources.	C&M to attend 3 webinars. Recreation department to utilize two newer technology based trainings by Q4.
<b>(FAC, REC, ICE &amp; C&amp;M)</b> Continue emphasis on cross-training and to ensure workforce readiness	C&M ensure each function has 2 staff.
<b>(C&amp;M)</b> Increase training in the area of market trends and rate of investment.	Staff to attend one marketing training session on marketing trends and one session on return-on-investment measurement.
<b>(ICE)</b> Conduct STAR training for ice maintenance staff.	Have 2 FT staff attend 1 training session – dependent upon offerings in the Chicagoland area.
<b>(FAC)</b> Continue to offer TC and WRC front desk staff educational and training opportunities through quarterly staff meetings.	Conduct quarterly meetings to include training opportunities

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

<b>Division Objectives:</b>	<b>Measures:</b>
<b>(FAC, REC, ICE &amp; C&amp;M)</b> Continue to evaluate and create procedures and training to promote high level internal customer service	C&M create a written customer service statement. Recreation department to attend at least one customer service training in 2015.
<b>(FAC, REC, ICE &amp; C&amp;M)</b> Enhance the CHEER customized customer service training for all district staff.	Offer quarterly CHEER training opportunities to all district team members, with training opportunities to be included at department specific staff trainings

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

<b>Division Objectives:</b>	<b>Measures:</b>
Promote continuing education for job specific training and create opportunities for team members to gain knowledge in the areas of interest for future professional growth opportunities	Complete by Q4.

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Develop drop-in and league programs (i.e. basketball, volleyball) in the gymnasium space, particularly during the weekday evenings.	Plan and develop in Q1 & Q2 Implement one league by Q3
Develop youth fitness education programming to support the districts anti-obesity initiative.	Plan and develop in Q1 & Q2 Implement 2 programs by Q3
Develop wellness opportunities, services, and events	Develop and implement at least 2 new services/programs throughout the year

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

<b>Division Objectives:</b>	<b>Measures:</b>
Develop new rewards program to enhance PSSWC member retention by launching a program that increases member touch points by the fitness department.	Plan and develop in Q1 & Q2 Implement by Q3
Develop new employee rewards program to enhance PSSWC member retention by building rapport and forming a community.	Plan and develop in Q1 & Q2 Implement by Q3
Develop 2 new fitness programs and special events to enhance member involvement and increase revenue generation opportunity within the fitness department.	Assess fitness programming needs and implement 2 new programs/special events by Q3. Evaluate participation and satisfaction to assess effectiveness of program.
Develop and incorporate a new member survey to assess member needs. Build fitness programs and services to target and meet customer needs.	1 survey to be implemented within Q2, incorporating programs and services within Q3/4.
Create and coordinate a rewards system that provides incentives for charter members (5+ continuous years of membership) and members who purchase ancillary services.	Research and plan in Q1 & Q2; implement 1 rewards program by Q3.
Examine options to enhance juice bar/café services.	Expand AM hours and introduce marketing strategies for corporate and programming clients (Q2 & Q3).
Develop 2 Group Fitness Incentive programs to strengthen member retention.	Plan in Q1, implement 2 incentive programs in Q2 and Q4

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

<b>Division Objectives:</b>	<b>Measures:</b>
Develop new high school volunteer program	Plan and develop in Q1 & Q2 Implement program in Q3
Incorporate a monthly activity or theme that promotes children’s health and wellness within the Kids Korner Department.	Plan quarterly with input from Kids Korner Staff. Implement a monthly activity calendar in Q1.
Explore the possibility of implementing a youth triathlon at PSSWC	Investigate opportunity by researching like-type facilities/park districts to serve as a template within Q1/2. To be potentially implemented



	within Q3 or Q4.
Develop new climbing wall special events, promotions, and family events.	Offer one new special event and/or promotion per quarter in 2015.
Develop, implement and promote goal oriented training sessions/programs for larger Chicago-land fitness events to build member rapport, sense of community, and member retention	Plan training sessions/programs for 2 large events

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

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

<b>Division Objectives:</b>	<b>Measures:</b>
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 or exceed budget bottom line.

**District Initiative 2: Generate alternative revenue**

<b>Division Objectives:</b>	<b>Measures:</b>
Enhance revenue generating opportunities for the PSS&WC climbing wall by increasing the participation levels in the climbing classes and by exploring sponsorship opportunities for the climbing wall.	Increase class participation by 3%. Research sponsorship Q1-Q2 to secure for Q3-Q4.
Research capabilities of RecTrac to accommodate a “house charge” payment option for members.	Research with Business office in Q1 & Q2 with launch in Q3.
Increase annual aquatic pass fees by 5%.	Implement in Q1.
Review fee structure for parties and rentals and construct new “party pack”	Research in Q1 & Q2 with launch in Q3/Q4.
Enhance Pilates/Mind Body training services	Ongoing development, launching new services within Q2, assess quarterly
Review and modify fee structure for massage services.	Research in Q1 & Q2 with launch in Q3/Q4.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Develop improved strategies to recognize and retain personal training members	Research and develop strategies within Q1/2. Develop and implement a member rewards program within Q3. Assess/evaluate effectiveness in Q4
Explore options to reduce inventory costs.	Research alternative purchasing options/vendors (on-going).

Manage payroll to meet or exceed personnel budget to ensure maximize operational efficiency.	Meet or exceed Payroll Budget
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**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

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

<b>Division Objectives:</b>	<b>Measures:</b>
Engage the Kids Korner staff by forming monthly committees where staff will be responsible for being creative with different areas within the Kids Korner space. (monthly theme, bulletin board, decoration, crafts)	Implement in Q1, continue to carry out in Q2-Q4
Increase participant satisfaction within PSS&WC & SFAC group swim lesson program through more consistent lesson plans and participant evaluation tool given at the end of each session.	Develop and refine lessons plans and evaluation tool in Q1, implement in Q2-4.
Strengthen the seasonal transition of the aquatic group lesson staff by using a streamlined hiring timeline and group training system. Evaluate and explore training format.	Evaluate training format in Q1-Q2. Implement two main staff recruitment and training efforts in Q1 and Q3.
Evaluate fitness equipment needs, selecting 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, 2015	Evaluate within Q1/2 to purchase or lease within Q3
Refurbish and repaint activity pool ceiling, as planned within the capital budget 2015	Complete project by Q4
Enhance camera security system for facility by adding cameras within designated locations	Complete project by Q3
Complete the tennis court restoration and painting project within 2015, as planned within the CIRP	Complete project by Q4
Install blinds on windows within the free weight room	Complete project by Q4
Enhance the juice bar/café space.	Remodel area to add comfortable seating and media options (Q2 & Q3)
Re-grout member locker rooms, as planned within the CIRP	Complete project by Q4

**District Initiative 2: Utilize best practices**

<b>Division Objectives:</b>	<b>Measures:</b>
Schedule and complete annual climbing wall inspection provided by Experiential Climbing Systems or other PDRMA recommended climbing wall organization.	Schedule Q1, complete & implement in Q2
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 PSS&WC & SFAC.	Plan aquatic training schedule within Q1 and administer training within Q2-4. Successfully complete 1 operational review in Q1 and Q4 and 3 reviews in summer of 2015.
Improve response time and tracking of internal work orders.	Transition all internal work order entry to Maintrac in Q2.
Create comprehensive marketing plan that includes traditional and contemporary means to support new member recruitment and enhanced member retention efforts.	Develop and complete by end of Q1.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Research the possibility of PSSWC being a host site for a Community Supported Agriculture (CSA) drop off location. This would provide a convenient location for members to get quality produce and product while supporting local agriculture and the farm- to- table movement.	Research in Q1 for possible launch in Q2- Q3 when harvesting occurs.
Provide Medic AED/CPR training educational opportunities to team members and conduct emergency training sessions to ensure safety preparedness	Provide quarterly trainings throughout the year

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

**District Initiative 1: Develop leadership that ensures work force readiness**

<b>Division Objectives:</b>	<b>Measures:</b>
Enhance the customer experience and participation within fitness services	Update and enhance the fitness assessment as well as fitness assessment and orientation process
Set expectation for all PT/FT staff at PSSWC to complete the CHEER training within 2015.	Assess and begin to implement in Q1, continue to carry out in Q2,Q3,Q4
Enhance efficiency of Maintenance team w/additional support as lead administrative team member coordinating maintenance services	Modify duties and responsibilities of existing PT1 team member to include facilitation of maintenance department staff and activities
Enhance efficiency of Member Services office/team.	Evaluate potential of Supervisor position as well as transition of PT1 associate to FT to support changes within 2016.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Reinforce the customer service initiatives highlighted in the CHEER training through using the Key Team CHEER monthly action plan.	Introduce to Key Team in Q1, move forward with monthly action plans throughout Q2, Q3, Q4.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Expand PSSWC Personal Training Team Educational Opportunities	Support team members in attending relevant local conferences and workshops as well as offer quarterly staff meetings/trainings in-house.
Offer consistent climbing wall staff trainings and education.	Offer 3 staff trainings in 2015
Promote staff education and professional development among team	Attend IPRA, Club Industry, and fitness industry conferences and educational sessions throughout year

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Provide 30,750 rounds in the 2014 Season	30,750k rounds in the 2015 Season (28,669 thru 10/28 in 2014)
Provide 3,750 Outing rounds in the 2015 Season	3,750 Outing Rounds (3,661 Outing rounds in 2014)
Provide 36 Preferred Tee Times for the 2015 Season.	36 Preferred Tee Time Groups (39 Groups in 2014)
Provide 3,400 League rounds in the 2015 Season.	Goal is 3,400 League Rounds for the 2014 Season. (3,361 rounds in 2014)
Expand & Provide Jr. Program Classes in Spring, Summer & Fall to 175 participants.	Goal is 175 participants. (176 participants in 2014)
Expand & Provide Group Lessons to include 36 students for all ages in Spring, Summer & Fall.	Goal is 36 students. (34 Students in 2014)
Host 8 outside wedding ceremony only events.	Goal is 8 ceremony only events. (8 in 2014)
Host 5 Wedding Receptions	Goal is 5 Wedding Receptions (6 in 2014)
Host 25 Ceremony & Reception Weddings.	Goal is 25 Ceremony & Reception Weddings (23 in 2014)
Host 8 Special Bar Event Nights	Goal is 8 Events (3 events in 2014)

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

<b>Division Objectives:</b>	<b>Measures:</b>
Collect comment cards and evaluate responses and maintain an 85% satisfactory score on 95% of the completed comment cards. (Bar & Grill, Pace of Play, Course Conditions, Customer Service, Amenities, etc.)	Collect over 4k cards back and maintain 85% satisfactory score on 95% of the comment cards.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Provide 6 Special Golf Events with 360 participants	Goal is 6 Events with 360 participants. ( 5 events with 196 participants with 1 remaining event 2014. March Madness was cancelled due to weather.)
Provide 2 Holiday Event Brunches with 675 guests	Goal is 2 Events with 675 Guests. (261+ Breakfast with Santa in 2014)
Expand volunteers in facility events by securing scores for the Pro Am Scramble.	Secure a minimum of 25 volunteers to help score Pro Am scramble. (30 volunteers in 2014)

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

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

<b>Division Objectives:</b>	<b>Measures:</b>
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
Monitor Golf Maintenance 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 Maintenance Department Budget bottom line

**District Initiative 2: Generate alternative revenue**

<b>Division Objectives:</b>	<b>Measures:</b>
Increase the marketing and updating golfnow.com to increase golf now rounds to produce additional revenue during slow periods.	Increase golfnow.com rounds by 3%. (4,428 Rounds Thru Oct 28 <sup>th</sup> in 2014)
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%. (\$127K Thru Sept in 2014)
Increase corporate meetings and golf outing food & beverage functions	Increase corporate group meetings by 9 events for a total of 275 events in 2015. (266 events in 2014).

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

<b>Division Objectives:</b>	<b>Measures:</b>
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.
Monthly budget monitoring and proper costing out on menus to maintain a 32% food cost and 28% beverage cost.	32% food cost and 28% beverage cost.

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
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.
Purchase Rough Mover to decrease amount of time of mowing the rough	Complete by end of 1st Qtr.
Repair landscape retaining all on Hole #10 & 11	Complete by 2nd Qtr.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Maintain IPRA's Environmental Report Card	By end of 4 <sup>th</sup> quarter

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

**District Initiative 1: Develop leadership that ensures work force readiness**

<b>Division Objectives:</b>	<b>Measures:</b>
Train all F&B employees on service plan	Train 100% F&B Employees by March Train All new employees with 15 days of hire.
Train all Starters and Rangers on proper methods to communicate with golfers using training manuals.	Train 100% Golf Employees by May Train All new employees with 15 days of hire.
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 Initiative 2: Build organization culture based on I-2 CARE Values**

<b>Division Objectives:</b>	<b>Measures:</b>
Conduct weekly F&B meetings to discuss operations and special events	40 weekly meetings on F&B operations.

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

<b>Division Objectives:</b>	<b>Measures:</b>
All F&B Employees become BASSET Certified & Food Serve Safe	100% of all F&B Employees.

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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Evaluate, modify and develop District procedures to ensure operating at a high level of customer service.	Review all business, human resource, and IT procedures and revise as deemed appropriate by September 2015.
Evaluate and update District wide smoking policy.	Achieve by 2 <sup>nd</sup> qtr.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Investigate and implement expanded Wi-Fi services within the District.	Achieve by 2 <sup>nd</sup> qtr.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Promote volunteer opportunities through the WEB.	Achieve continually.
Provide financial/budget overview for Park Perspectives.	March 2015 for Spring issue.
Maintain FOIA compliance and transparency aspects of the District to ensure Illinois Policy Institute Sunshine Award status.	Achieve continually as information is approved.

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

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

<b>Division Objectives:</b>	<b>Measures:</b>
Achieve District annual budget to ensure maintaining fiscal year projected fund balance reserves.	Achieve by December 2015.
Create annual balanced budget.	Achieve by November 2015.
Conduct budget preparation review session for all staff.	Achieve by July 2015.
Review/update Policy Manual.	Achieve by August 2015.

**District Initiative 2: Generate alternative revenue**

<b>Division Objectives:</b>	<b>Measures:</b>
Evaluate utilization of cell tower agent to represent District interest in current and potential cell tower opportunities.	Achieve by 3 <sup>rd</sup> qtr.
Renew beverage sponsor agreement.	Achieve by 1 <sup>st</sup> qtr.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Support C&M with Mobile application.	Achieve continually.
Hire PT IT support for desktop support.	Achieve by 2 <sup>nd</sup> qtr.



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

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

<b>Division Objectives:</b>	<b>Measures:</b>
Review District program/facility fees to ensure minimum 30% margin and determine subsidized programs.	Achieve by September 2015.
To further District disaster recovery plan, redeploy and configure spare HP server to act as additional VMHost.	Achieve by September 2015.
Purchase, image and deploy replacement desktops.	Achieve by 3 <sup>rd</sup> qtr.
Purchase and replace Watch Guard firewall with CISCO or equivalent to enhance network infrastructure.	Achieve by 2 <sup>nd</sup> qtr.
Purchase and replace copiers (BPC/TC-No/Maint).	Achieve by 3 <sup>rd</sup> qtr.
Purchase and replace District server room UPS Battery Array.	Achieve by 1 <sup>st</sup> qtr.
Purchase and replace (15) monitors District wide.	Achieve by 2 <sup>nd</sup> qtr.
Investigate conversion to MS Office 365 and/or comparable software to enhance communications.	Achieve by September 2015.

**District Initiative 2: Utilize best practices**

<b>Division Objectives:</b>	<b>Measures:</b>
Continue to research processes and opportunities with other Districts to ensure operating at a high level and utilizing industry best practices.	Achieve continually.
Conduct random monthly cash audits at all facilities.	Conduct monthly audits on various dates /times on all District 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 program audits seasonally by program.
Conduct ledger audits to ensure financial integrity.	Conduct quarterly.
Conduct trial balance audits to reduce District receivable exposure.	Conduct monthly.
Conduct program revenue audits including waitlists and minimum/maximum requirements to ensure cost recovery.	Conduct twice monthly.
Prepare CAFR for previous fiscal year.	Achieve by 2 <sup>nd</sup> qtr.
Perform software updates.	Achieve monthly as available.
Upgrade and implement VSI RecTrac V3.	Achieve by 4 <sup>th</sup> qtr.
Purchase and install required PCI compliant (2015) credit card encrypted mag stripe and bar code readers District wide to minimize vulnerability to customer and District.	Achieve by 4 <sup>th</sup> qtr.
Achieve PCI certification by completing PCI self-assessment. Electronic systems operating scans to ensure minimal security risk.	Achieve annually.
Complete electronic systems operating scans with Trust Keeper to be alerted to potential vulnerabilities.	Achieve a “pass” rating quarterly.
Purchase a cash counting machine to increase efficiencies.	Achieve by 1 <sup>st</sup> qtr.

Investigate accounting software applications for implementation in 2016.	Achieve recommendation by September 2015.
Investigate, purchase and implement benefit scheduling and tracking software.	Achieve by 2 <sup>nd</sup> qtr.
Investigate, purchase and implement an email archiving software to assist staff in email storage and recall while also reducing server storage requirements.	Achieve by 2 <sup>nd</sup> qtr.
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.
Utilize and update the IPRA salary system for online use for all full and part time staff.	Achieve quarterly.

### **District Initiative 3: Advance environmental and safety awareness**

<b>Division Objectives:</b>	<b>Measures:</b>
Investigate opportunities to minimize storage and further District green initiatives.	Achieve by 3 <sup>rd</sup> qtr.
Investigate printers with duplexing options to further District green initiative.	Achieve as purchases for printers are considered.
Investigate and make recommendation on a print management system for 2016.	Achieve by September 2015.

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

### **District Initiative 1: Develop leadership that ensures work force readiness**

<b>Division Objectives:</b>	<b>Measures:</b>
Continue to review and enhance division succession plans.	Achieve by September 2015.
Conduct and continually expand Hoffman U training curriculum with offerings with training in purchasing, IMRF, PDRMA, unemployment cost savings measures.	Achieve annually with calendar offerings.
Coordinate Spanish speaking IMRF workshop for Parks seasonal staff.	Achieve by May 2015.
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.
Investigate and recommend a procedure for new FT hires to sit with business department staff to review applicable software programs and financial procedures.	Achieve by 3 <sup>rd</sup> qtr.
Continually enhance orientation process.	Achieve continually.
Create an action plan to reduce unemployment costs by researching opportunities to develop alternate or modified light duty work plans. Develop advance planning for seasonal layoffs working within budget constraints.	Achieve by 2 <sup>nd</sup> qtr.
Investigate options to incorporate incentive programs for healthy habits for employees.	Achieve by September 2015.
Promote PDRMA PATH Program.	Achieve by September 2015.
Promote health & wellness to sedentary staff by purchasing core strengthening fitness chairs to be shared within business/administrative departments.	Achieve by 1 <sup>st</sup> qtr.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Divisionally, at minimum, one staff will sit on District Team Committee.	Achieve annually.
Investigate options for competitions by facility to build team work.	Achieve by 3 <sup>rd</sup> qtr.

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

<b>Division Objectives:</b>	<b>Measures:</b>
Attend legislative conference.	Achieve by May 2015.
Attend legal symposium.	Achieve by November 2015.
Attend Year 1 Director's school.	Achieve by November 2015.
Participate in IMRF/PDRMA seminars.	Achieve as offered.
Attend IPRA/IAPD and NRPA conferences.	Achieve by 1 <sup>st</sup> and 3 <sup>rd</sup> qtr.
Attend PDRMA risk management institute.	Achieve by November 2015.

FUND: 01-GENERAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					2,902,493
ADMINISTRATION					
REVENUES					
INTERFUND CHARGES		1,762,706	1,322,028	1,763,140	2,804,193
TAXES		2,681,000	2,625,470	2,732,000	2,841,000
INVESTMENT INCOME		40,000	72,984	50,000	50,000
DONATIONS		0	1,500	1,500	0
RENTAL INCOME		57,296	43,968	58,920	60,576
MISCELLANEOUS		12,200	34,843	34,843	15,000
-----					
TOTAL REVENUES: ADMINISTRATION		4,553,202	4,100,793	4,640,403	5,770,769
ADMINISTRATION					
EXPENSES					
INTERFUND CHARGES		67,500	50,625	67,500	1,141,000
PROPERTY & LIABILITY INSURANCE		135,400	67,656	135,314	152,760
EMPLOYMENT INSURANCE		134,750	67,072	134,147	150,085
UNEMPLOYMENT INSURANCE		55,000	99,813	130,000	85,000
LOSS PREVENTION		6,500	3,596	4,500	5,500
AUDIT SERVICE		21,580	23,780	22,580	22,225
PAYROLL		1,193,140	926,126	1,177,100	1,227,894
EMPLOYEE BENEFITS		494,300	356,148	483,500	547,850
EDUCATION & TRAINING		14,150	9,636	14,150	14,750
CONTRACTED SERVICES		123,200	56,463	69,000	85,000
SERVICE & RENTAL AGREEMENTS		40,139	32,745	42,635	36,285
SUPPLIES		23,000	14,243	17,700	20,000
DUES & SUBSCRIPTIONS		14,910	19,536	20,000	20,985
ADMINISTRATIVE EXPENSES		37,950	20,649	28,250	33,450
UTILITIES		5,940	6,148	8,275	7,476
EQUIPMENT		7,498	2,980	6,900	7,305
EQUIPMENT MAINTENANCE & REPAIR		1,000	0	0	0
TECHNOLOGY		53,047	20,865	40,000	49,050
-----					
TOTAL EXPENSES: ADMINISTRATION		2,429,004	1,778,081	2,401,551	3,606,615
TOTAL REVENUES		4,553,202	4,100,793	4,640,403	5,770,769
TOTAL EXPENSES		2,429,004	1,778,081	2,401,551	3,606,615
SURPLUS (DEFICIT)		2,124,198	2,322,712	2,238,852	2,164,154

DATE: 10/31/2014  
 TIME: 12:59:53  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 01-GENERAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			---2015---		
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET		
-----							
BEGINNING BALANCE					2,902,493		
MAINTENANCE							
REVENUES							
	GRANT REIMBURSEMENT	0	12,559	12,559	14,500		
-----							
TOTAL REVENUES: MAINTENANCE				0	12,559	12,559	14,500
MAINTENANCE							
EXPENSES							
	LOSS PREVENTION	22,055	10,665	19,000	20,625		
	PAYROLL	1,444,120	1,149,064	1,457,730	1,503,485		
	EMPLOYEE BENEFITS	7,000	7,316	7,600	9,400		
	EDUCATION & TRAINING	7,500	3,936	7,500	7,500		
	CONTRACTED SERVICES	16,800	7,128	11,160	12,760		
	SERVICE & RENTAL AGREEMENTS	1,000	0	0	0		
	SUPPLIES	20,500	14,491	18,230	18,500		
	DUES & SUBSCRIPTIONS	1,800	1,004	1,300	1,450		
	ADMINISTRATIVE EXPENSES	1,742	1,581	2,400	2,250		
	UTILITIES	75,170	61,564	80,700	100,484		
	EQUIPMENT	5,200	6,171	6,171	6,000		
	EQUIPMENT MAINTENANCE & REPAIR	94,758	52,314	64,000	73,500		
	FACILITY MAINTENANCE	69,775	20,899	69,600	80,000		
	PROPERTY & FIELD MAINTENANCE	149,500	91,895	125,930	164,500		
	FUEL & LUBRICANTS	117,278	84,766	105,090	101,200		
-----							
TOTAL EXPENSES: MAINTENANCE				2,034,198	1,512,794	1,976,411	2,101,654
TOTAL REVENUES				0	12,559	12,559	14,500
TOTAL EXPENSES				2,034,198	1,512,794	1,976,411	2,101,654
SURPLUS (DEFICIT)				(2,034,198)	(1,500,235)	(1,963,852)	(2,087,154)

DATE: 10/31/2014  
 TIME: 13:00:50  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 01-GENERAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2014 CAPITAL PROJECTS					
EXPENSES					
	COMPRESSOR REPLACEMENT	75,000	9,550	75,000	0
-----					
TOTAL EXPENSES: 2014 CAPITAL PROJECTS		75,000	9,550	75,000	0
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		75,000	9,550	75,000	0
SURPLUS (DEFICIT)		(75,000)	(9,550)	(75,000)	0

DATE: 10/31/2014  
 TIME: 13:01:39  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 01-GENERAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 CAPITAL PROJECTS					
EXPENSES					
	REPLACE UPS BATTERY ARRAY	0	0	0	11,000
	DISTRIC SOFTWARE CONVERSION	0	0	0	7,000
	DISTRIC FACILITY WI-FI	0	0	0	10,000
	COPIER REPLACEMENT	0	0	0	9,000
TOTAL EXPENSES: 2015 CAPITAL PROJECTS		0	0	0	37,000
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		0	0	0	37,000
SURPLUS (DEFICIT)		0	0	0	(37,000)

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					2,254,484
ADMINISTRATION					
REVENUES					
	INTERFUND CHARGES	434,690	326,016	429,615	443,682
	TAXES	990,000	973,124	1,010,000	1,010,000
	GRANT REIMBURSEMENT	0	630	880	0
	FACILITY RENTALS	108,750	57,899	77,942	90,522
	MERCHANDISE RESALE	1,200	706	700	720
	MISCELLANEOUS	5,000	8,678	8,785	10,000
TOTAL REVENUES: ADMINISTRATION		1,539,640	1,367,053	1,527,922	1,554,924
ADMINISTRATION					
EXPENSES					
	INTERFUND CHARGES	868,104	651,078	1,868,104	912,143
	RENTAL EXPENSES	2,500	200	250	800
	PAYROLL	669,946	507,514	644,250	685,249
	EMPLOYEE BENEFITS	4,000	0	1,000	1,000
	EDUCATION & TRAINING	8,950	7,580	8,950	8,950
	CONTRACTED SERVICES	38,940	28,148	35,945	37,346
	SERVICE & RENTAL AGREEMENTS	17,550	17,198	19,350	17,030
	SUPPLIES	600	137	200	400
	DUES & SUBSCRIPTIONS	3,060	2,928	2,928	3,228
	ADMINISTRATIVE EXPENSES	1,150	559	709	5,000
	UTILITIES	441,702	362,587	473,800	549,352
	EQUIPMENT	2,500	1,142	1,142	1,500
	FACILITY MAINTENANCE	25,400	27,730	30,000	16,557
	MISCELLANEOUS	66,000	51,718	68,750	70,000
TOTAL EXPENSES: ADMINISTRATION		2,150,402	1,658,519	3,155,378	2,308,555
TOTAL REVENUES		1,539,640	1,367,053	1,527,922	1,554,924
TOTAL EXPENSES		2,150,402	1,658,519	3,155,378	2,308,555
SURPLUS (DEFICIT)		(610,762)	(291,466)	(1,627,456)	(753,631)



DATE: 10/31/2014  
 TIME: 13:09:44  
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HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--		
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET		
-----							
BEGINNING BALANCE					2,254,484		
COMMUNICATIONS & MARKETING REVENUES							
	CORPORATE RELATIONS	61,665	38,055	51,000	67,000		
-----							
TOTAL REVENUES: COMMUNICATIONS & MARKETING				61,665	38,055	51,000	67,000
COMMUNICATIONS & MARKETING EXPENSES							
	CORPORATE RELATIONS	6,000	1,808	2,059	7,050		
	PAYROLL	170,591	127,225	171,008	185,783		
	PROFESSIONAL EDUCATION	7,960	3,312	3,937	3,800		
	CONTRACTUAL SERVICE	10,950	2,574	4,041	4,120		
	SUPPLIES	4,400	833	1,129	1,650		
	DUES & SUBSCRIPTIONS	6,699	5,088	6,100	6,282		
	POSTAGE	44,650	31,378	39,776	40,558		
	PRINTING & PUBLICATION	68,975	50,076	64,437	66,500		
	ADVERTISING	15,773	11,888	14,000	14,257		
-----							
TOTAL EXPENSES: COMMUNICATIONS & MARKETING				335,998	234,182	306,487	330,000
TOTAL REVENUES				61,665	38,055	51,000	67,000
TOTAL EXPENSES				335,998	234,182	306,487	330,000
SURPLUS (DEFICIT)				(274,333)	(196,127)	(255,487)	(263,000)

DATE: 10/31/2014  
 TIME: 13:10:03  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
MAINTENANCE EXPENSES					
PAYROLL		174,416	137,691	180,058	194,153
CONTRACTED SERVICES		900	658	658	0
SUPPLIES		18,434	18,521	20,000	18,594
-----					
TOTAL EXPENSES: MAINTENANCE		193,750	156,870	200,716	212,747
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		193,750	156,870	200,716	212,747
SURPLUS (DEFICIT)		(193,750)	(156,870)	(200,716)	(212,747)

DATE: 10/31/2014  
 TIME: 13:10:21  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 ----- BUDGETED	9 MO. ACTUAL	----- PROJECTED -----	--2015-- REQUESTED BUDGET
BEGINNING BALANCE					2,254,484
TRIPHAHN CENTER					
REVENUES					
RENTALS		29,500	27,231	34,478	35,645
MEMBERSHIPS		214,722	155,824	207,770	229,365
GUEST SERVICES		5,657	5,164	6,850	6,989
FITNESS PROGRAM REVENUE		14,860	6,918	9,210	11,060
TOTAL REVENUES: TRIPHAHN CENTER		264,739	195,137	258,308	283,059
TRIPHAHN CENTER					
EXPENSES					
RENTALS		2,120	1,718	2,613	2,940
GUEST SERVICES		1,343	1,195	1,534	1,688
FITNESS PROGRAM EXPENSE		7,370	4,004	4,887	5,899
PAYROLL		118,411	83,716	111,370	111,805
EMPLOYEE BENEFITS		1,695	1,523	1,523	1,695
SUPPLIES		12,145	8,321	11,000	11,480
PROMOTIONAL EXPENSES		1,851	1,432	1,728	1,856
MAINTENANCE & REPAIR		6,700	6,458	7,500	8,599
TOTAL EXPENSES: TRIPHAHN CENTER		151,635	108,367	142,155	145,962
TOTAL REVENUES		264,739	195,137	258,308	283,059
TOTAL EXPENSES		151,635	108,367	142,155	145,962
SURPLUS (DEFICIT)		113,104	86,770	116,153	137,097

DATE: 10/31/2014  
 TIME: 13:10:42  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					2,254,484
WILLOW RECREATION CENTER					
REVENUES					
RENTALS		138,010	97,527	132,200	136,835
MEMBERSHIPS		89,996	69,894	93,155	98,126
GUEST SERVICES		4,437	2,651	3,530	3,827
COURT TIME		9,870	8,000	9,900	10,205
MERCHANDISE RESALE		400	75	150	309
LESSONS		2,670	2,250	2,250	2,375
LEAGUES & TOURNAMENTS		4,700	2,628	3,800	3,920
FITNESS PROGRAM REVENUE		34,065	21,665	27,780	23,924
TOTAL REVENUES: WILLOW RECREATION CENTER		284,148	204,690	272,765	279,521
WILLOW RECREATION CENTER					
EXPENSES					
RENTALS		22,598	14,899	18,856	21,928
MEMBERSHIPS		6,760	3,734	5,160	7,360
GUEST SERVICES		465	250	334	560
MERCHANDISE RESALE		340	0	0	254
LESSONS		1,494	1,127	1,714	1,360
LEAGUES & TOURNAMENTS		675	280	500	650
FITNESS PROGRAM EXPENSE		20,410	14,099	19,747	15,407
PAYROLL		71,663	51,612	68,797	92,043
EMPLOYEE BENEFITS		1,380	1,165	1,250	1,380
SUPPLIES		5,061	2,716	3,500	4,186
PROMOTIONAL EXPENSES		2,356	1,364	1,700	2,186
FITNESS EQUIPMENT		4,400	1,746	4,000	3,350
MAINTENANCE & REPAIR		2,920	1,708	2,400	2,920
FACILITY MAINTENANCE		6,200	1,157	3,500	5,485
TOTAL EXPENSES: WILLOW RECREATION CENTER		146,722	95,857	131,458	159,069
TOTAL REVENUES		284,148	204,690	272,765	279,521
TOTAL EXPENSES		146,722	95,857	131,458	159,069
SURPLUS (DEFICIT)		137,426	108,833	141,307	120,452

DATE: 10/31/2014  
 TIME: 13:10:56  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					2,254,484
GENERAL LEISURE SERVICES					
REVENUES					
RENTALS		7,680	2,878	3,500	5,500
GENERAL PROGRAMS		13,028	10,224	13,664	15,735
DAYCAMPS		116,008	103,196	103,196	112,886
DANCE		112,708	80,739	113,599	118,063
GYMNASTICS		71,098	59,820	78,798	81,162
ARTS & CRAFTS		3,144	2,782	3,062	5,040
MARTIAL ARTS		129,666	89,682	108,204	124,698
TEEN PROGRAMS/EVENTS		0	282	0	0
SPECIAL EVENTS		13,325	10,383	14,876	17,000
-----					
TOTAL REVENUES: GENERAL LEISURE SERVICES		466,657	359,986	438,899	480,084
GENERAL LEISURE SERVICES					
EXPENSES					
RENTALS		5,546	3,577	3,670	3,458
GENERAL PROGRAMS		5,447	3,687	5,563	5,533
DAYCAMPS		64,369	58,514	58,514	61,774
DANCE		62,074	49,625	62,879	63,708
GYMNASTICS		54,769	42,385	55,158	61,813
ARTS & CRAFTS		2,059	1,584	2,174	3,528
MARTIAL ARTS		89,859	56,732	76,191	88,293
VOGELI PROGRAMS		8,397	3,254	4,914	4,978
SPECIAL EVENTS		48,038	33,417	36,529	44,961
-----					
TOTAL EXPENSES: GENERAL LEISURE SERVICES		340,558	252,775	305,592	338,046
TOTAL REVENUES		466,657	359,986	438,899	480,084
TOTAL EXPENSES		340,558	252,775	305,592	338,046
SURPLUS (DEFICIT)		126,099	107,211	133,307	142,038

DATE: 10/31/2014  
 TIME: 13:11:15  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					2,254,484
SENIOR					
REVENUES					
MEMBERSHIPS		5,000	8,009	10,675	12,000
SENIOR PROGRAMS		75,226	61,888	71,889	80,603
-----					
TOTAL REVENUES: SENIOR		80,226	69,897	82,564	92,603
SENIOR					
EXPENSES					
SENIOR PROGRAMS		65,420	60,571	67,605	60,509
-----					
TOTAL EXPENSES: SENIOR		65,420	60,571	67,605	60,509
TOTAL REVENUES		80,226	69,897	82,564	92,603
TOTAL EXPENSES		65,420	60,571	67,605	60,509
SURPLUS (DEFICIT)		14,806	9,326	14,959	32,094

DATE: 10/31/2014  
 TIME: 13:11:32  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					2,254,484
EARLY CHILDHOOD REVENUES					
GENERAL PROGRAMS		48,318	37,578	51,437	53,573
DAYCAMPS		224,328	230,268	230,267	237,913
PRESCHOOL		235,191	151,457	227,477	242,527
PARENT/TOT		16,276	11,832	17,709	17,873
STAR PROGRAMS		700,485	474,477	716,099	727,760
FULL DAY CARE		229,295	204,806	269,516	267,514
-----					
TOTAL REVENUES: EARLY CHILDHOOD		1,453,893	1,110,418	1,512,505	1,547,160
EARLY CHILDHOOD EXPENSES					
GENERAL PROGRAMS		29,303	20,613	28,248	30,680
DAYCAMPS		119,579	117,269	117,270	119,432
PRESCHOOL		144,508	96,477	146,884	148,855
PARENT/TOT		10,716	6,054	9,180	9,495
STAR PROGRAMS		422,277	249,141	387,657	392,176
FULL DAY CARE		143,551	122,463	162,625	154,331
-----					
TOTAL EXPENSES: EARLY CHILDHOOD		869,934	612,017	851,864	854,969
TOTAL REVENUES		1,453,893	1,110,418	1,512,505	1,547,160
TOTAL EXPENSES		869,934	612,017	851,864	854,969
SURPLUS (DEFICIT)		583,959	498,401	660,641	692,191

DATE: 10/31/2014  
 TIME: 13:11:50  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					2,254,484
YOUTH BASEBALL & SOFTBALL					
REVENUES					
BOYS BASEBALL		60,480	47,930	47,960	51,480
GIRLS SOFTBALL		7,560	3,905	3,905	5,800
BOYS TRAVEL BASEBALL		2,160	0	0	4,320
TOTAL REVENUES: YOUTH BASEBALL & SOFTBALL		70,200	51,835	51,865	61,600
YOUTH BASEBALL & SOFTBALL					
EXPENSES					
BOYS BASEBALL		25,378	19,770	20,209	23,667
GIRLS SOFTBALL		2,568	221	221	948
TOTAL EXPENSES: YOUTH BASEBALL & SOFTBALL		27,946	19,991	20,430	24,615
TOTAL REVENUES		70,200	51,835	51,865	61,600
TOTAL EXPENSES		27,946	19,991	20,430	24,615
SURPLUS (DEFICIT)		42,254	31,844	31,435	36,985



DATE: 10/31/2014  
 TIME: 13:12:05  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					2,254,484
ADULT ATHLETICS					
REVENUES					
GENERAL PROGRAMS		2,000	2,366	2,366	3,440
BASKETBALL LEAGUES		42,600	31,011	38,160	40,320
SOFTBALL LEAGUES		38,280	16,453	18,850	19,660
FOOTBALL LEAGUES		12,780	5,991	8,640	18,720
-----					
TOTAL REVENUES: ADULT ATHLETICS		95,660	55,821	68,016	82,140
ADULT ATHLETICS					
EXPENSES					
GENERAL PROGRAMS		1,400	1,656	1,656	2,214
BASKETBALL LEAGUES		34,475	22,040	28,170	30,967
SOFTBALL LEAGUES		19,751	6,945	7,426	9,080
FOOTBALL LEAGUES		8,864	2,660	5,080	12,311
-----					
TOTAL EXPENSES: ADULT ATHLETICS		64,490	33,301	42,332	54,572
TOTAL REVENUES		95,660	55,821	68,016	82,140
TOTAL EXPENSES		64,490	33,301	42,332	54,572
SURPLUS (DEFICIT)		31,170	22,520	25,684	27,568

DATE: 10/31/2014  
 TIME: 13:12:18  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014		--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED REQUESTED BUDGET
BEGINNING BALANCE				2,254,484
YOUTH ATHLETICS REVENUES				
GENERAL PROGRAMS		19,465	5,782	8,555
ATHLETIC CAMPS		27,869	11,890	11,990
YOUTH VOLLEYBALL		9,700	0	9,700
YOUTH BASKETBALL		46,850	41,094	41,094
SOCCER - IN HOUSE LEAGUES		68,900	52,058	80,406
SOCCER - TRAVEL		16,875	4,036	19,885
TOTAL REVENUES: YOUTH ATHLETICS		189,659	114,860	171,630
YOUTH ATHLETICS EXPENSES				
GENERAL PROGRAMS		13,598	6,838	6,417
ATHLETIC CAMPS		15,178	4,766	6,966
YOUTH VOLLEYBALL		3,973	3	3,973
YOUTH BASKETBALL		29,841	24,978	26,978
SOCCER - IN HOUSE LEAGUES		40,157	38,130	43,730
SOCCER - TRAVEL		0	138	138
TOTAL EXPENSES: YOUTH ATHLETICS		102,747	74,853	88,202
TOTAL REVENUES		189,659	114,860	171,630
TOTAL EXPENSES		102,747	74,853	88,202
SURPLUS (DEFICIT)		86,912	40,007	83,428
				98,951

DATE: 10/31/2014  
 TIME: 13:12:33  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014		--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED REQUESTED BUDGET
BEGINNING BALANCE				2,254,484
SEASCAPE AQUATIC CENTER				
REVENUES				
	RENTALS & PRIVATE PARTIES	21,200	17,994	17,994
	MEMBERSHIPS	87,665	75,880	75,880
	DAILY FEES	112,400	110,846	110,846
	MERCHANDISE RESALE	150	66	66
	CONCESSION SALES/RENTAL	3,100	2,550	3,100
	GENERAL PROGRAMS	38,200	40,991	40,991
	SPECIAL EVENT	1,500	1,594	1,594
TOTAL REVENUES: SEASCAPE AQUATIC CENTER		264,215	249,921	250,471
SEASCAPE AQUATIC CENTER				
EXPENSES				
	GENERAL PROGRAMS	15,712	15,658	15,656
	SPECIAL EVENT	800	912	911
	PAYROLL	213,971	180,223	188,209
	EMPLOYEE BENEFITS	2,900	3,086	3,085
	EDUCATION & TRAINING	4,800	11,352	11,352
	CONTRACTED SERVICES	4,400	3,829	4,196
	SUPPLIES	18,745	17,034	17,034
	DUES & SUBSCRIPTIONS	375	0	375
	PROMOTIONAL EXPENSES	2,500	600	1,838
	UTILITIES	71,250	115,419	101,000
	EQUIPMENT	1,865	922	922
	EQUIPMENT MAINTENANCE & REPAIR	3,000	907	907
	FACILITY MAINTENANCE & REPAIRS	7,274	13,616	13,245
TOTAL EXPENSES: SEASCAPE AQUATIC CENTER		347,592	363,558	358,730
TOTAL REVENUES		264,215	249,921	250,471
TOTAL EXPENSES		347,592	363,558	358,730
SURPLUS (DEFICIT)		(83,377)	(113,637)	(108,259)

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					2,254,484
ICE RINK					
REVENUES					
	RENTALS	716,585	441,587	684,185	704,295
	DAILY ADMISSIONS	73,050	47,457	69,300	70,020
	PRO SHOP	9,600	7,325	9,600	9,600
	CONCESSIONS	10,165	7,302	10,170	10,715
	LESSONS	317,500	299,573	369,000	370,885
	CAMPS	44,500	49,056	49,056	57,500
	ADULT LEAGUES	72,000	68,250	83,000	90,000
	YOUTH LEAGUES	381,750	265,790	427,551	447,300
	SPECIAL EVENTS	8,500	2,128	3,200	4,700
TOTAL REVENUES: ICE RINK		1,633,650	1,188,468	1,705,062	1,765,015
ICE RINK					
EXPENSES					
	INTERFUND TRANSFERS	706,150	529,614	706,150	750,000
	RENTALS	2,500	2,677	2,677	4,000
	LESSONS	123,271	128,841	154,664	157,047
	CAMPS	6,081	7,728	7,728	8,351
	ADULT LEAGUES	8,397	7,445	9,150	8,397
	YOUTH LEAGUES	210,550	167,333	231,203	223,154
	SPECIAL EVENTS	5,000	244	243	3,000
	PAYROLL	412,457	321,355	419,664	434,963
	UNIFORMS	3,000	0	0	3,000
	PROFESSIONAL EDUCATION	1,000	79	80	1,000
	CONTRACTED SERVICES	15,500	11,809	15,320	16,000
	SUPPLIES	4,400	1,819	2,500	1,750
	DUES & SUBSCRIPTIONS	525	402	525	525
	MILEAGE REIMBURSEMENT	480	475	600	600
	ADVERTISING	6,500	3,262	4,000	3,500
	UTILITIES	7,800	4,639	6,000	6,240
	EQUIPMENT	3,000	1,395	2,000	2,010
	EQUIPMENT MAINTENANCE	4,756	1,662	2,000	2,978
	FACILITY MAINTENANCE	6,161	2,367	3,000	3,500
TOTAL EXPENSES: ICE RINK		1,527,528	1,193,146	1,567,504	1,630,015
TOTAL REVENUES		1,633,650	1,188,468	1,705,062	1,765,015
TOTAL EXPENSES		1,527,528	1,193,146	1,567,504	1,630,015
SURPLUS (DEFICIT)		106,122	(4,678)	137,558	135,000

DATE: 10/31/2014  
 TIME: 13:14:17  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2014 CAPITAL PROJECTS					
EXPENSES					
	REPLACE TCIA GYM DOORS	7,000	7,900	7,900	0
	SEASCAPE POOL PUMP REBUILDS	10,460	0	10,460	0
	ICE COMPRESSOR REBUILDS	10,050	9,388	10,050	0
	TCIA PAINT FITNES CTR CEILING	8,500	0	0	0
	TCIA ENTRANCE GRATINGS	15,000	10,939	10,939	0
	REPLACE TCIA SKATE SHARPENER	10,000	0	0	0
	REPLACE WRC ONE MAN LIFT	8,500	8,400	8,400	0
	TCIA GYM FLOOR REFINISH	5,120	4,804	4,804	0
TOTAL EXPENSES: 2014 CAPITAL PROJECTS		74,630	41,431	52,553	0
-----					
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		74,630	41,431	52,553	0
SURPLUS (DEFICIT)		(74,630)	(41,431)	(52,553)	0

DATE: 10/31/2014  
 TIME: 13:14:38  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 02-RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 CAPITAL IMPROVEMENTS					
EXPENSES					
	REPLACE FITNESS EQUIPMENT	0	0	0	10,500
	REPLACE ICE EQUIP GATE/POST(2)	0	0	0	11,000
	REPLACE SEA PUMPS 1 & 2	0	0	0	14,000
	REPAIR WRC N/S ENTRY CEILINGS	0	0	0	8,000
	ICE BHRINE INHIB & 240 VOLT	0	0	0	9,000
	REBUILD ICE COMPRESSOR	0	0	0	10,500
TOTAL EXPENSES: 2015 CAPITAL IMPROVEMENTS		0	0	0	63,000
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		0	0	0	63,000
SURPLUS (DEFICIT)		0	0	0	(63,000)

DATE: 10/31/2014  
 TIME: 13:14:50  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 07-IMRF

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					241,306
ADMINISTRATION					
REVENUES					
INTERFUND TRANSFERS		0	0	0	800,000
TAXES		530,000	520,622	540,000	505,000
INVESTMENT INCOME		4,383	0	4,611	1,816
-----					
TOTAL REVENUES: ADMINISTRATION		534,383	520,622	544,611	1,306,816
ADMINISTRATION					
EXPENSES					
INTERFUND CHARGES		461,883	346,410	444,611	451,816
IMRF		67,500	0	63,000	950,000
-----					
TOTAL EXPENSES: ADMINISTRATION		529,383	346,410	507,611	1,401,816
TOTAL FUND REVENUES & BEG. BALANCE		534,383	520,622	544,611	1,548,122
TOTAL FUND EXPENSES		529,383	346,410	507,611	1,401,816
FUND SURPLUS (DEFICIT)		5,000	174,212	37,000	146,306

FUND: 08-DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014		--2015--	
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					4,252,710
ADMINISTRATION					
REVENUES					
	INTERFUND TRANSFERS	1,449,225	1,086,921	1,306,150	1,400,000
	PROPERTY TAXES	3,065,000	3,053,241	3,165,000	3,200,000
	INVESTMENT INCOME	1,932	0	2,300	5,000
TOTAL REVENUES: ADMINISTRATION		4,516,157	4,140,162	4,473,450	4,605,000
SERIES 2004 DEBT CERTIFICATES					
EXPENSES					
	BOND PRINCIPAL PAYMENTS	14,740,000	0	14,740,000	0
	BOND INTEREST PAYMENTS	351,131	351,131	351,131	0
TOTAL EXPENSES: SERIES 2004 DEBT CERTIFICATES		15,091,131	351,131	15,091,131	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	150,000	75,700	151,400	151,400
TOTAL REVENUES: 2010 A ALTERNATE BONDS		150,000	75,700	151,400	151,400
2010 A ALTERNATE BONDS					
EXPENSES					
	BOND INTEREST PAYMENTS	466,268	233,134	466,268	466,268
TOTAL EXPENSES: 2010 A ALTERNATE BONDS		466,268	233,134	466,268	466,268
2010 B ALTERNATE BONDS					
EXPENSES					



DATE: 10/31/2014  
 TIME: 13:15:02  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 2

FUND: 08-DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
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 INTEREST PAYMENTS	74,302	37,151	74,302	74,302
TOTAL EXPENSES: 2010 C ALTERNATE BONDS		74,302	37,151	74,302	74,302
-----					
2013 LIMITED BONDS					
EXPENSES					
	SERIES 2012 PRINCIPAL PAYMENTS	2,705,000	0	2,735,000	0
	SERIES 2012 INTEREST PAYMENTS	40,576	13,599	27,274	0
TOTAL EXPENSES: 2013 LIMITED BONDS		2,745,576	13,599	2,762,274	0
-----					
2013 ALTERNATE BONDS					
EXPENSES					
	2013 INTEREST PAYMENTS	800,000	402,619	807,488	809,738
TOTAL EXPENSES: 2013 ALTERNATE BONDS		800,000	402,619	807,488	809,738
-----					
2014 LIMITED BONDS					
REVENUES					
	2014 LIMITED BOND PROCEEDS	1,895,000	0	785,950	0
TOTAL REVENUES: 2014 LIMITED BONDS		1,895,000	0	785,950	0
-----					
2014 LIMITED BONDS					
EXPENSES					

DATE: 10/31/2014  
 TIME: 13:15:02  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 3

FUND: 08-DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2014 LIMITED BONDS					
EXPENSES					
	BOND ISSUE COSTS	30,000	0	31,588	0
TOTAL EXPENSES: 2014 LIMITED BONDS		30,000	0	31,588	0
-----					
2014 ALTERNATE BONDS					
REVENUES					
	2014 ALTERNATE BOND PROCEEDS	15,800,000	0	16,151,131	0
TOTAL REVENUES: 2014 ALTERNATE BONDS		15,800,000	0	16,151,131	0
-----					
2014 ALTERNATE BONDS					
EXPENSES					
	2014 PRINCIPAL PAYMENTS	0	0	0	2,775,000
	2014 INTEREST PAYMENTS	0	0	0	20,000
	BOND ISSUE COSTS	300,000	0	300,000	0
TOTAL EXPENSES: 2014 ALTERNATE BONDS		300,000	0	300,000	2,795,000
-----					
2015 BOND ISSUE					
REVENUES					
	2015 LIMITED BOND PROCEEDS	0	0	0	1,665,000
TOTAL REVENUES: 2015 BOND ISSUE		0	0	0	1,665,000
-----					
2015 BOND ISSUE					
EXPENSES					
	BOND ISSUE COSTS	0	0	0	37,212
TOTAL EXPENSES: 2015 BOND ISSUE		0	0	0	37,212
-----					
TOTAL FUND REVENUES & BEG. BALANCE		22,361,157	4,215,862	21,561,931	10,674,110
TOTAL FUND EXPENSES		20,786,157	1,677,074	20,811,931	5,461,400
FUND SURPLUS (DEFICIT)		1,575,000	2,538,788	750,000	5,212,710

FUND: 09-SPECIAL RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					132,058
ADMINISTRATION					
REVENUES					
	INTERFUND TRANSFER	0	0	0	275,000
	TAXES	565,000	486,256	505,000	505,000
	INVESTMENT INCOME	360	0	360	360
-----					
TOTAL REVENUES: ADMINISTRATION		565,360	486,256	505,360	780,360
ADMINISTRATION					
EXPENSES					
	NWSRA ASSESSMENT	315,000	304,907	305,000	315,000
	ADA	50,300	10,730	50,300	0
	SPEC REC RENTAL ALLOCATION	85,860	64,395	85,860	85,860
-----					
TOTAL EXPENSES: ADMINISTRATION		451,160	380,032	441,160	400,860
2014 ADA CAPITAL PROJECTS					
EXPENSES					
	ADA WRC PLAYGROUND	75,500	75,500	75,500	0
	ADA POPLAR PARK PLAYGROUND	81,000	76,657	76,657	0
	ADA COTTONWOOD PK PLAYGROUND	38,000	36,515	36,515	0
	ADA OLMSTEAD SO WALK SLOPE	11,000	11,854	11,854	0
	ADA SHOE FACTORY BIKE TRAIL	42,500	10,449	35,000	7,500
	ADA LOCUST PLAYGROUND	21,200	21,200	21,200	0
	ADA DISTRICT FITNESS EQUIP	5,000	0	2,474	3,000
-----					
TOTAL EXPENSES: 2014 ADA CAPITAL PROJECTS		274,200	232,175	259,200	10,500
2015 ADA CAPITAL PROJECTS					
EXPENSES					
	ADA - PATCH PARKING LOTS	0	0	0	10,000
	ADA - EVERGREEN PLAYGROUND	0	0	0	52,000
	ADA - VALLEY PLAYGROUND	0	0	0	29,000
	ADA - MAPLE PLAYGROUND	0	0	0	28,000

DATE: 10/31/2014  
 TIME: 13:15:13  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 09-SPECIAL RECREATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 ADA CAPITAL PROJECTS					
EXPENSES					
ADA - HIGHPOINT WALKS/PATHS		0	0	0	250,000
-----					
TOTAL EXPENSES: 2015 ADA CAPITAL PROJECTS		0	0	0	369,000
TOTAL FUND REVENUES & BEG. BALANCE		565,360	486,256	505,360	912,418
TOTAL FUND EXPENSES		725,360	612,207	700,360	780,360
FUND SURPLUS (DEFICIT)		(160,000)	(125,951)	(195,000)	132,058

DATE: 10/31/2014  
 TIME: 13:15:27  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 10-FICA

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----				-----	
BEGINNING BALANCE					192,899
ADMINISTRATION					
REVENUES					
	PROPERTY TAXES	530,000	520,622	540,000	550,000
	INVESTMENT INCOME	4,606	0	3,879	4,800
TOTAL REVENUES: ADMINISTRATION		534,606	520,622	543,879	554,800
ADMINISTRATION					
EXPENSES					
	INTERFUND TRANSFERS	529,606	397,206	518,879	539,800
TOTAL EXPENSES: ADMINISTRATION		529,606	397,206	518,879	539,800
TOTAL FUND REVENUES & BEG. BALANCE		534,606	520,622	543,879	747,699
TOTAL FUND EXPENSES		529,606	397,206	518,879	539,800
FUND SURPLUS (DEFICIT)		5,000	123,416	25,000	207,899

DATE: 10/31/2014  
 TIME: 13:15:42  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					939,342
ADMINISTRATION					
REVENUES					
	INTERFUND TRANSFER	157,534	118,152	148,361	142,417
	RENTAL INCOME	198,312	152,680	204,410	207,020
	MERCHANDISE RESALE	7,465	5,913	7,465	7,465
	MISCELLANEOUS	0	43	42	0
-----					
TOTAL REVENUES: ADMINISTRATION		363,311	276,788	360,278	356,902
ADMINISTRATION					
EXPENSES					
	INTERFUND TRANSFERS	826,123	619,596	783,048	731,195
	RENTAL EXPENSE	31,685	28,005	31,297	32,184
	PAYROLL	744,111	488,481	651,255	665,154
	EMPLOYEE BENEFITS	3,600	3,853	3,853	3,270
	PROFESSIONAL EDUCATION	6,200	2,123	4,100	3,750
	CONTRACTED SERVICES	8,440	6,341	8,260	8,330
	EQUIPMENT RENTAL & AGREEMENTS	1,008	404	730	750
	SUPPLIES	11,395	7,389	8,760	7,158
	DUES & SUBSCRIPTIONS	23,270	16,917	23,625	25,530
	ADMINISTRATIVE EXPENSES	200	49	100	100
	UTILITIES	231,385	192,011	253,150	292,944
	EQUIPMENT	3,300	424	950	2,100
	MISCELLANEOUS	50,745	38,001	50,745	50,750
-----					
TOTAL EXPENSES: ADMINISTRATION		1,941,462	1,403,594	1,819,873	1,823,215
TOTAL REVENUES		363,311	276,788	360,278	356,902
TOTAL EXPENSES		1,941,462	1,403,594	1,819,873	1,823,215
SURPLUS (DEFICIT)		(1,578,151)	(1,126,806)	(1,459,595)	(1,466,313)

DATE: 10/31/2014  
 TIME: 13:17:38  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
ADVERTISING & MARKETING					
EXPENSES					
	CONTRACTED SERVICES	5,400	4,050	5,400	2,400
	PRINTING & PUBLICATION	66,000	33,018	55,900	56,320
	ADVERTISING	15,675	5,556	10,775	8,900
-----					
	TOTAL EXPENSES: ADVERTISING & MARKETING	87,075	42,624	72,075	67,620
	TOTAL REVENUES	0	0	0	0
	TOTAL EXPENSES	87,075	42,624	72,075	67,620
	SURPLUS (DEFICIT)	(87,075)	(42,624)	(72,075)	(67,620)

DATE: 10/31/2014  
 TIME: 13:17:57  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
MAINTENANCE					
EXPENSES					
PAYROLL		108,696	86,182	111,066	112,457
CONTRACTED SERVICES		143,100	102,338	136,200	137,707
SUPPLIES		18,500	14,490	18,500	16,000
EQUIPMENT		3,100	0	0	2,750
EQUIPMENT MAINTENANCE		7,400	7,303	9,000	5,100
FACILITY MAINTENANCE		13,800	9,863	11,025	8,000
-----					
TOTAL EXPENSES: MAINTENANCE		294,596	220,176	285,791	282,014
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		294,596	220,176	285,791	282,014
SURPLUS (DEFICIT)		(294,596)	(220,176)	(285,791)	(282,014)



DATE: 10/31/2014  
 TIME: 13:18:13  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--		
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET		
-----							
BEGINNING BALANCE					939,342		
FITNESS							
REVENUES							
RENTAL INCOME		9,200	5,937	8,067	9,218		
MEMBERSHIP FEES		2,050,000	1,468,073	1,937,500	1,855,000		
GUEST SERVICES		228,332	169,775	232,321	249,532		
MERCHANDISE RESALE		1,110	64	100	600		
TENNIS LESSONS		289,700	193,425	262,855	278,000		
-----							
TOTAL REVENUES: FITNESS				2,578,342	1,837,274	2,440,843	2,392,350
FITNESS							
EXPENSES							
GUEST SERVICES EXPENSE		212,751	166,875	226,721	205,566		
MERCHANDISE RESALE COGS		500	0	0	400		
FITNESS PROGRAM EXPENSES		113,191	90,647	120,487	117,662		
TENNIS LESSONS		204,725	132,137	185,649	196,350		
PAYROLL		56,500	45,119	57,788	31,228		
SUPPLIES		79,006	55,582	71,450	67,884		
EQUIPMENT MAINTENANCE		23,640	18,291	24,300	22,840		
-----							
TOTAL EXPENSES: FITNESS				690,313	508,651	686,395	641,930
TOTAL REVENUES				2,578,342	1,837,274	2,440,843	2,392,350
TOTAL EXPENSES				690,313	508,651	686,395	641,930
SURPLUS (DEFICIT)				1,888,029	1,328,623	1,754,448	1,750,420

DATE: 10/31/2014  
 TIME: 13:19:36  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----		-----			-----
BEGINNING BALANCE					939,342
RECREATION					
REVENUES					
	CLIMBING WALL REVENUE	7,640	4,665	6,429	7,840
	SPORTS PROGRAMS	36,500	18,331	21,200	20,560
	EARLY CHILDHOOD	22,000	7,238	8,962	18,092
-----		-----			-----
TOTAL REVENUES: RECREATION		66,140	30,234	36,591	46,492
RECREATION					
EXPENSES					
	CLIMBING WALL EXPENSE	10,861	9,614	12,373	10,146
	SPORTS PROGRAM WAGES	20,709	11,641	13,854	21,536
	EARLY CHILDHOOD	14,430	4,871	6,090	11,609
-----		-----			-----
TOTAL EXPENSES: RECREATION		46,000	26,126	32,317	43,291
TOTAL REVENUES		66,140	30,234	36,591	46,492
TOTAL EXPENSES		46,000	26,126	32,317	43,291
SURPLUS (DEFICIT)		20,140	4,108	4,274	3,201

DATE: 10/31/2014  
 TIME: 13:19:52  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2014 CAPITAL PROJECTS					
EXPENSES					
	REPLACE PSSWC CARPET	18,000	0	3,000	0
-----					
TOTAL EXPENSES: 2014 CAPITAL PROJECTS		18,000	0	3,000	0
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		18,000	0	3,000	0
SURPLUS (DEFICIT)		(18,000)	0	(3,000)	0

DATE: 10/31/2014  
 TIME: 13:20:36  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 11-PSSWC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 CAPITAL IMPROVEMENTS					
EXPENSES					
	FITNESS EQUIPMENT	0	0	0	24,500
-----					
TOTAL EXPENSES: 2015 CAPITAL IMPROVEMENTS		0	0	0	24,500
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		0	0	0	24,500
SURPLUS (DEFICIT)		0	0	0	(24,500)

FUND: 12-CAPITAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					3,400,317
ADMINISTRATION					
REVENUES					
INTERFUND TRANSFERS		1,303	981	1,000,008	853
INVESTMENT INCOME		2,586	0	0	0
BUILDER DONATIONS		0	7,355	7,355	0
MARQUEE SIGNS		0	0	0	90,000
GRANT REIMBURSEMENT		0	25,000	92,625	0
BOND PROCEEDS		845,000	0	1,989,050	1,110,000
-----					
TOTAL REVENUES: ADMINISTRATION		848,889	33,336	3,089,038	1,200,853
ADMINISTRATION					
EXPENSES					
INTERFUND CHARGES		207,996	181,134	207,996	123,000
MARQUEE SIGNS		0	0	0	42,800
CONTRACTED SERVICES		23,743	13,017	16,402	24,653
-----					
TOTAL EXPENSES: ADMINISTRATION		231,739	194,151	224,398	190,453
2014 CAPITAL PROJECTS					
EXPENSES					
MARQUEE SIGNS		1,300,000	455,729	1,045,000	12,500
PARK PORTAL		14,000	667	7,560	6,400
REPLACE WRC PLAYGROUND		80,300	65,034	71,300	0
REPLACE POPLAR PK PLAYGROUND		81,000	85,712	85,712	0
REPLACE COTTONWOOD PK PLAY		61,650	53,444	53,445	0
COURT CRACK/FILL/COAT		76,300	52,842	52,842	0
PARKING LOT ASPHALT REPAIRS		68,850	97,260	107,260	0
ADDITIONAL SECURITY CAMERAS		25,000	11,930	25,000	0
PARKING LOT STRIP/SEALCOAT		42,650	38,000	38,000	0
REPLACE LOCUST PLAYRGOUND		64,400	50,611	50,611	0
REPLACE FORD EXPEDITION		28,000	38,975	38,975	0
REPLACE CHEVY TRUCK W/PLOW		30,000	29,982	29,982	0
REPLACE TORO MOWER		54,000	53,908	53,908	0
REPLACE TRAILERS (2)		11,000	9,283	9,283	0
REPLACE COLOR COPIER		7,000	7,000	7,000	0

FUND: 12-CAPITAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
<b>2014 CAPITAL PROJECTS</b>					
<b>EXPENSES</b>					
	REPLACE BOARDROOM MTG CHAIRS	6,000	5,945	5,945	0
	REPLACE DISTRICT PHONE SYSTEM	167,000	0	167,000	0
	REPLACE PSSWC LCKR RM FLOORING	60,000	0	60,000	0
	REPLACE DISTRICT FITNESS EQUIP	20,000	6,432	20,000	0
	PSSWC EXTERIOR SIGN	25,000	5,195	5,195	0
	REPLACE WRC LOWER LEV CARPET	15,000	0	15,750	0
	REPLACE TCIA CARPETING	25,000	31,686	31,686	0
	PURCHASE SUMMIT	0	218,185	218,185	0
	EISENHOWER GRANT PROJECT	0	18,402	85,000	0
	BPC HOLE 10 WALL/PATHS	0	0	80,000	45,000
<b>TOTAL EXPENSES: 2014 CAPITAL PROJECTS</b>		<b>2,262,150</b>	<b>1,336,222</b>	<b>2,364,639</b>	<b>63,900</b>
<b>2015 CAPITAL IMPROVEMENTS</b>					
<b>EXPENSES</b>					
	VIRTUALIZED SERVER HOST APPS01	0	0	0	12,500
	BPC REPLACE TORO MOWER (2)	0	0	0	60,000
	PATCH PARKING LOTS	0	0	0	175,000
	PATCH COURTS	0	0	0	62,500
	REPLACE EVERGREEN PLAYGROUND	0	0	0	125,000
	REPLACE VALLEY PLAYGROUND	0	0	0	72,000
	REPLACE MAPLE PLAYGROUND	0	0	0	87,000
	WRC-REPLACE CONCRETE APRON/WLK	0	0	0	50,000
	REPLACE HIGHPOINT WALKS/PATHS	0	0	0	160,000
	TC-REPLACE CONCRETE APRON/WALK	0	0	0	55,000
	REPLACE #454 07 FORD EXPLORER	0	0	0	35,000
	REPLACE #453 07 FORD EXPLORER	0	0	0	35,000
	REPLACE TORO Z TURN MOWER (3)	0	0	0	44,000
	REPLACE 89 CHEVY CREW CAB	0	0	0	31,000
	REPLACE CARPET - TC ADMIN	0	0	0	40,000
	REPLACE HVAC	0	0	0	60,000
	ICE REFRIG/BHRINE PUMP	0	0	0	75,000
	PSSWC LOCKER ROOMS	0	0	0	50,000
	PSSWC POOL PUMP CONTROL	0	0	0	17,500
<b>TOTAL EXPENSES: 2015 CAPITAL IMPROVEMENTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>1,246,500</b>
<b>TOTAL FUND REVENUES &amp; BEG. BALANCE</b>		<b>848,889</b>	<b>33,336</b>	<b>3,089,038</b>	<b>4,601,170</b>
<b>TOTAL FUND EXPENSES</b>		<b>2,493,889</b>	<b>1,530,373</b>	<b>2,589,037</b>	<b>1,500,853</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>(1,645,000)</b>	<b>(1,497,037)</b>	<b>500,001</b>	<b>3,100,317</b>

DATE: 10/31/2014  
 TIME: 15:35:19  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 13-WORKING CASH

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
BEGINNING BALANCE					1,087,306
ADMINISTRATION					
REVENUES					
INVESTMENT INCOME		5,000	10,859	14,000	2,694
-----					
TOTAL REVENUES: ADMINISTRATION		5,000	10,859	14,000	2,694
ADMINISTRATION					
EXPENSES					
INTERFUND TRANSFER		0	0	0	1,090,000
-----					
TOTAL EXPENSES: ADMINISTRATION		0	0	0	1,090,000
TOTAL FUND REVENUES & BEG. BALANCE		5,000	10,859	14,000	1,090,000
TOTAL FUND EXPENSES		0	0	0	1,090,000
FUND SURPLUS (DEFICIT)		5,000	10,859	14,000	0

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					161,611
ADMINISTRATION					
REVENUES					
	INTERFUND CHARGES	110,416	82,809	97,778	111,785
	INVESTMENT INCOME	0	1,345	1,000	0
	ADVERTISING INCOME	5,169	2,844	2,950	2,865
	RENTAL INCOME	20,180	6,885	20,180	20,180
	VENDING CONCESSIONS	0	1,126	1,500	5,625
	MISCELLANEOUS	10,000	4,584	6,000	10,000
TOTAL REVENUES: ADMINISTRATION		145,765	99,593	129,408	150,455
ADMINISTRATION					
EXPENSES					
	INTERFUND CHARGES	214,996	161,244	114,996	238,976
	PAYROLL	223,100	157,149	201,649	245,603
	EMPLOYEE BENEFITS	1,000	950	950	1,000
	EDUCATION & TRAINING	1,500	1,247	1,626	1,500
	CONTRACTED SERVICES	16,400	12,750	18,142	18,560
	SERVICE & RENTAL AGREEMENTS	860	354	550	767
	SUPPLIES	8,495	6,347	6,950	8,995
	DUES & SUBSCRIPTIONS	9,855	9,766	10,860	10,605
	UTILITIES	98,472	82,486	104,525	127,184
	EQUIPMENT	15,750	13,840	13,840	8,250
	FACILITY MAINTENANCE & REPAIR	26,000	20,085	26,000	12,000
	MISCELLANEOUS	34,000	29,337	35,000	34,000
TOTAL EXPENSES: ADMINISTRATION		650,428	495,555	535,088	707,440
TOTAL REVENUES		145,765	99,593	129,408	150,455
TOTAL EXPENSES		650,428	495,555	535,088	707,440
SURPLUS (DEFICIT)		(504,663)	(395,962)	(405,680)	(556,985)



DATE: 10/31/2014  
 TIME: 13:21:25  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
MAINTENANCE EXPENSES					
	MAINTENANCE MANAGEMENT	457,531	310,583	411,615	434,110
	EMPLOYEE BENEFITS	1,000	2,123	981	1,000
	TRAINING & EDUCATION	2,750	1,002	2,976	2,750
	CONTRACTED SERVICES	23,000	23,742	26,743	2,000
	RENTAL & SERVICE AGREEMENTS	1,500	0	1,500	1,200
	SUPPLIES	5,500	10,249	10,231	2,500
	DUES & SUBSCRIPTIONS	1,550	1,780	2,170	1,600
	ADMINISTRATIVE EXPENSES	200	250	250	250
	UTILITIES	32,910	27,230	35,434	38,900
	EQUIPMENT MAINTENANCE & REPAIR	22,500	36,750	38,767	20,500
	FACILITY MAINTENANCE & REPAIR	2,500	2,036	2,475	1,000
	COURSE MAINTENANCE	101,000	99,129	103,418	91,500
	FUEL & LUBRICANTS	19,500	16,252	20,651	20,000
TOTAL EXPENSES: MAINTENANCE		671,441	531,126	657,211	617,310
-----					
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		671,441	531,126	657,211	617,310
SURPLUS (DEFICIT)		(671,441)	(531,126)	(657,211)	(617,310)

DATE: 10/31/2014  
 TIME: 13:21:44  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					161,611
FOOD & BEVERAGE REVENUES					
RENTALS		54,150	52,282	58,350	58,750
MERCHANDISE RESALE		2,925	1,461	1,462	2,925
FOOD SALES		527,000	453,821	542,000	543,300
BEVERAGE SALES		386,000	353,649	393,000	402,300
GRATUITIES/SERVICE CHARGES		126,673	102,541	119,800	123,130
MISCELLANEOUS		0	351	0	0
TOTAL REVENUES: FOOD & BEVERAGE		1,096,748	964,105	1,114,612	1,130,405
FOOD & BEVERAGE EXPENSES					
RENTALS		3,500	2,345	3,000	3,500
MERCHANDISE RESALE		1,900	707	707	1,900
FOOD COST OF GOODS SOLD		168,640	133,629	162,600	173,856
BEVERAGE COST OF GOODS SOLD		108,080	90,612	106,110	112,644
PAYROLL		495,675	349,602	445,602	499,695
EMPLOYEE BENEFITS		3,750	871	824	3,750
CONTRACTED SERVICES		14,314	9,231	12,750	14,314
SERVICE & RENTAL AGREEMENTS		32,000	25,932	32,000	32,000
SUPPLIES		34,200	29,596	31,426	25,800
ADMINISTRATIVE EXPENSES		1,500	481	1,100	1,500
PROMOTIONAL EXPENSES		19,200	15,170	19,200	19,200
EQUIPMENT		5,593	1,345	1,346	2,500
EQUIPMENT MAINTENANCE & REPAIR		7,000	0	5,000	5,500
TOTAL EXPENSES: FOOD & BEVERAGE		895,352	659,521	821,665	896,159
TOTAL REVENUES		1,096,748	964,105	1,114,612	1,130,405
TOTAL EXPENSES		895,352	659,521	821,665	896,159
SURPLUS (DEFICIT)		201,396	304,584	292,947	234,246

DATE: 10/31/2014  
 TIME: 13:22:00  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
BEGINNING BALANCE					161,611
GOLF OPERATIONS					
REVENUES					
	RENTALS	440,700	355,107	398,442	436,650
	RESIDENT ID CARD	1,750	1,000	1,000	1,400
	GUEST SERVICES	8,880	8,925	8,925	9,000
	GREEN FEES - RESIDENT	71,247	60,178	62,546	68,116
	GREEN FEES - NON RESIDENT	548,646	393,623	422,400	475,500
	MERCHANDISE RESALE	98,600	74,277	89,067	95,475
	GENERAL PROGRAMS	31,099	28,813	28,840	32,014
	TOURNAMENTS & OUTINGS	172,380	136,097	161,967	179,022
	DRIVING RANGE FEES	164,850	119,437	129,167	141,070
	MISCELLANEOUS	1,200	845	1,000	1,200
TOTAL REVENUES: GOLF OPERATIONS		1,539,352	1,178,302	1,303,354	1,439,447
GOLF OPERATIONS					
EXPENSES					
	RENTALS	10,750	2,444	6,750	8,000
	LIGHTING SYSTEM PASS	6,000	5,166	6,500	6,000
	MERCHANDISE RESALE	70,260	67,316	79,906	68,376
	GENERAL PROGRAMS	13,550	10,846	10,499	11,750
	TOURNAMENTS & OUTINGS	22,530	7,290	17,760	14,370
	PAYROLL	202,608	147,551	173,539	174,623
	EMPLOYEE BENEFITS	4,320	4,164	4,165	4,320
	EDUCATION & TRAINING	3,600	1,153	2,400	3,600
	CONTRACTED SERVICES	2,200	2,480	2,480	1,500
	SUPPLIES	15,325	13,196	13,197	13,925
	ADMINISTRATIVE EXPENSES	3,400	1,881	1,881	2,800
	PROMOTIONAL EXPENSES	12,781	8,046	9,131	10,534
	EQUIPMENT PURCHASES	9,430	7,981	7,981	5,550
	EQUIPMENT MAINTENANCE & REPAIR	750	339	750	536
TOTAL EXPENSES: GOLF OPERATIONS		377,504	279,853	336,939	325,884
TOTAL REVENUES		1,539,352	1,178,302	1,303,354	1,439,447
TOTAL EXPENSES		377,504	279,853	336,939	325,884
SURPLUS (DEFICIT)		1,161,848	898,449	966,415	1,113,563

DATE: 10/31/2014  
 TIME: 15:46:50  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			---2015---
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2013 CAPITAL PROJECT LEASES					
EXPENSES					
BPC GPS LEASE		54,288	53,664	53,664	53,664
BPC CART LEASE		77,352	64,458	77,352	77,352
-----					
TOTAL EXPENSES: 2013 CAPITAL PROJECT LEASES		131,640	118,122	131,016	131,016
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		131,640	118,122	131,016	131,016
SURPLUS (DEFICIT)		(131,640)	(118,122)	(131,016)	(131,016)

DATE: 10/31/2014  
 TIME: 13:22:17  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2014 CAPITAL PROJECTS					
EXPENSES					
	LANDSCAPE WALL #14 TEE	40,000	40,723	40,723	0
	REPLACE JACOBSEN ROLLERS	10,500	10,249	10,249	0
	BPC TOPDRESSER	0	14,482	14,482	0
-----					
	TOTAL EXPENSES: 2014 CAPITAL PROJECTS	50,500	65,454	65,454	0
	TOTAL REVENUES	0	0	0	0
	TOTAL EXPENSES	50,500	65,454	65,454	0
	SURPLUS (DEFICIT)	(50,500)	(65,454)	(65,454)	0

DATE: 10/31/2014  
 TIME: 13:22:32  
 ID: BP430000.CHP

HOFFMAN ESTATES PARK DISTRICT  
 DETAILED BUDGET REPORT

PAGE: 1

FUND: 14-BPC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2014 -----			--2015--
		BUDGETED	9 MO. ACTUAL	PROJECTED	REQUESTED BUDGET
-----					
2015 PCCC CAPITAL IMPROVEMENTS					
EXPENSES					
BPC COPIER		0	0	0	6,500
BPC ICE MACHINES		0	0	0	11,000
BPC MAIN ENTRY BANQUET DOORS		0	0	0	25,000
-----					
TOTAL EXPENSES: 2015 PCCC CAPITAL IMPROVEMENTS		0	0	0	42,500
TOTAL REVENUES		0	0	0	0
TOTAL EXPENSES		0	0	0	42,500
SURPLUS (DEFICIT)		0	0	0	(42,500)