



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

**AGENDA
SPECIAL BOARD MEETING
TUESDAY, NOVEMBER 11, 2014**

Immediately following A&F committee meeting

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Golf Course Shoreline Stabilization Bid Results / M14-126
 - B. VOIP Phone System / M14-129, included in A&F packet
 - C. Health Insurance/vacation policy M14-128, included in A&F packet
 - D. Tax Levy Ordinance O14-008 / M14-130, included in A&F packet
 - E. Budget and Appropriation Ordinance in Tentative Form O14-009 / M14-131, included in A&F packet
7. COMMISSIONER COMMENTS
8. ADJOURNMENT

ALL MEETINGS ARE HELD IN THE BOARDROOM OF THE SCOTT R. TRIPHAHN COMMUNITY CENTER & ICE ARENA AT 1685 W. HIGGINS ROAD IN HOFFMAN ESTATES UNLESS OTHERWISE SPECIFIED.

WE INVITE THOSE WHO MAY NEED AN ACCOMMODATION DUE TO A DISABILITY TO CONTACT US 48 HOURS IN ADVANCE. PLEASE CONTACT JANE KACZMAREK, EXECUTIVE ASSISTANT, AT 847-885-7500.

MEMORANDUM M14-126

TO: Board of Commissioners
FROM: Dean R. Bostrom, Executive Director
Brian Bechtold, General Manager
SUBJECT: Golf Course Shoreline Stabilization Bid Results
DATE: November 7, 2014

Background

Per Memorandum M14-123, the bid results for the BPC hole #10 shoreline stabilization project are presented under the implications below.

Implications

Staff prepared a bid package and public notice was given for the removal of current sheet metal wall and grading the slope from current water's edge at 4 to 1 slope. The bid specified for the contractor to provide pricing for six different items along with the base lump sum of the project.

The 6 Items the contractor responsibilities are as follows:

1. Supervision, Mobilization and General Conditions
2. Removal existing wall and dispose off-site (1,000 lf)
3. Strip and stockpile existing topsoil
4. Excavate pond banks and haul material to mounds
5. Excavate and install Rosetta stone walls
6. Replace Existing topsoil, including owner-stockpile (130 cy) (Includes fine grade to clean dozer finish and repair of haul roads)

The bids were opened on November 3rd at 10am. (Bid Results listed below in no specific order)

1. Wadsworth Golf Construction Co, 13941 S. Van Dyke Rd, Plainfield, IL 60544
Item 1: \$10,000; Item 2: \$18,000; Item 3: \$1,500; Item 4: \$20,000; Item 5: \$8,000; Item 6: \$12,000
Base Bid Total Lump Sum: **\$69,500**
2. Hollembeak Construction Inc, Box 103, Big Rock, IL 60511
Item 1: \$10,597; Item 2: \$70,400; Item 3: \$3,520; Item 4: \$26,240; Item 5: \$19,940; Item 6: \$11,040
Base Bid Total Lump Sum: **\$141,737**
3. Copenhaver Construction, 75 Koppie Dr, Gilberts, IL 60136
Item 1: \$8,000; Item 2: \$48,000; Item 3: \$16,000; Item 4: \$36,000; Item 5: \$9,700; Item 6: \$8,900
Base Bid Total Lump Sum: **\$126,600**
4. V3 Construction Group, Ltd 7325 Janes Ave, Woodridge, IL 60517
Item 1: \$14,350; Item 2: \$23,800; Item 3: \$6,785; Item 4: \$17,615; Item 5: \$13,580; Item 6: \$10,000
Base Bid Total Lump Sum: **\$86,130**
5. Martam Construction, Inc. 1200 Gasket Dr, Elgin, IL 60120
Item 1: \$26,300; Item 2: \$53,500; Item 3: \$2,000; Item 4: \$6,000; Item 5: \$12,500; Item 6: \$9,000
Base Bid Total Lump Sum: **\$109,300**

6. Continental Construction Co. Inc 1919 Greenwood St, Evanston, IL 60201
Item 1: \$30,000; Item 2: \$130,000; Item 3: \$60,000; Item 4: \$90,000; Item 5: \$100,000; Item 6: \$60,000
Base Bid Total Lump Sum: **\$470,000**

Recommendation

Staff has reviewed the bids and has checked several references from the lowest qualified bid of Wadsworth Golf Construction Company. Wadsworth is a national golf course builder and renovation company. They have the resources and equipment to efficiently complete this project in a timely manner and provide us with comfort level of working on a renovation project on a golf course. They are also very familiar with the type of retaining wall removal project as they just completed a similar project at Medinah Country Club with glowing reviews.

Staff is requesting that the contractor portion of the project be funded in this year's budget and deducted from the proposed 2015 budget.

Staff recommends proceeding with the low bid of \$69,500 from Wadsworth Golf Construction Company. With the project to begin immediately to take advantage of weather conditions to allow the project to be completed with minimal golf course revenue loss in the spring. In addition, staff requests an allowance of \$3,000 for contingency and \$5,500 for Rosetta stone and miscellaneous supplies for a total of \$78,000.

In M14-123, staff noted that the project budget was anticipated to be reduced from the original \$187,500 for all 3 phases to \$125,000. The first phase expense was previously awarded at not to exceed \$20,000. The second phase is recommended at not to exceed \$78,000. Staff is still confident that all 3 phases of the project can be completed for the revised lower project budget of \$125,000.

HOFFMAN ESTATES PARK DISTRICT MEMORANDUM 14-129

To: Administration & Finance Committee
From: Dean Bostrom, Executive Director
Craig Talsma, Deputy Director/Director of Finance & Administration
John Agudelo, Information Technology Manager
Date: November 11, 2014
Re: VOIP Phone System

Background

Staff has been investigating the available options to provide the District with a reliable and productive phone system environment for our operations. Our current phone system, Axxess by Inter-Tel, is over ten (10) years old. In 2010 the District suffered a hardware failure with this phone system and the parts needed were not readily available. The system is out of warranty, no longer supported, & currently utilizes our existing T1 network lines with AT&T which are set to expire at the end of the year (12/27/14). The District has budgeted \$167,000 in 2014 for a new system.

A Voice Over Internet Protocol (VOIP) solution is desired with Unified Communications (UC) that would replace all existing telephone endpoints. The phone system should leverage the Park District's investment in upgrading its base infrastructure with Comcast's Metro-Ethernet solution.

In order to accommodate the proposed phone system as well as efficiently run the new Comcast Metro-Ethernet bandwidth solution, our current hardware network switches need to be replaced. Currently our switches are a mix of 3Com and Cisco Small Business switches. 3Com is no longer in business and these switches are out of warranty and no longer supported. The Cisco Small Business switches should be upgraded to better quality and more robust switches with the capability of POE (Power Over Ethernet) and QOS (Quality of Service). POE and QOS are essential for VOIP phone systems since power, voice, and data packets will be traveling on the same wire connection.

The current cabling throughout the district is a mix of Category 3 (Cat3) and Category 5 Enhanced (Cat5e). A VOIP phone system will not run alone on Cat3. The desire is to either reuse the Cat3 cable using a Network Data Converter or alternative solution or run completely new Category 6 Enhanced (Cat6e) cables.

An RFP was created (Telephone, Network Switches, Point To Point (PTP) Wireless, & Cabling Solution) and sent to ten (10) vendors on 9/30/14. We also posted the RFP on our website. Vendors were given the opportunity to bid on individual items or the entire project. In regards to the Telephone item of the RFP, vendors were asked to provide the District with the same features that our current phone system already provides as well as these added features:

- Increased flexibility and mobility – i.e. transfer calls between desk phone to mobile phone seamlessly, integration with email system, chat capability.
- User friendly, easy to install & administer – Web-based tool to add/remove/modify users, extensions, voicemail, etc.

Implications

Staff determined that rather than using traditional landlines over copper wires, a VOIP phone system that would utilize our same data internet connection now at faster speeds, was the best solution. In addition to all the same features that a landline system offers, such as voicemail and caller ID, VOIP systems can be integrated into our network to allow voicemails to be sent to email inboxes, laptops or desktop computers to be turned into "virtual phones," calls to be recorded and listened to at a later time, as well as seamless transition between office and mobile phones.

We received a total of six (6) responses from our RFP. Out of the six (6) proposals, four (4) included a VOIP Telephone system. The other two (2) only gave proposals on cabling and/or a PTP solution from Seascope to BPC. The four (4) proposals that included a phone system came from ATI Communications, Sterling Network Integration, MidCo Systems, & KKWorx. ATI proposed a Shoretel phone system. Sterling and MidCo proposed a Mitel phone system, while KKWorx proposed an NEC phone system. The NEC phone system, did not seem to be as well regarded as the other systems and after further research, we decided it would not meet our needs.

Staff evaluated the Mitel phone system and the Shoretel phone system. Mitel is a leader in the phone system industry founded in 1973 and based in Canada. They also acquired our current phone system manufacturer Inter-Tel in 2007. Mitel has a major market share in Europe. Shoretel was built as a pure VOIP offering and touts its slogan, "Brilliantly Simple". Shoretel is based out of California and founded in 1996, has a major market in the US.

Along with the impending Comcast Metro-Ethernet solution, our current network switches will not be able to handle the introduction of voice traffic along with our data traffic. Vendors proposed Hewlett Packard (HP), Adtran, & Cisco data network switches. Cisco was not selected due to the high annual cost of support & maintenance. The choice came down to between HP and Adtran. HP is regarded as 2nd in enterprise networking systems behind Cisco. Adtran is regarded as a great value for business-class network components.

In order to utilize our Cat3 cabling, a number of alternatives were presented: Phybridge, ActivReach, & Streamline. All three solutions would enable legacy wiring such as Cat3 to deliver IP telephony data. Streamline is an offering directly from Mitel and it is actually Phybridge re-branded by Mitel. ActivReach is Adtran's solution to deliver data through existing legacy wiring. Phybridge is the go-to vendor and has been servicing VOIP systems longer than the previous two. The advantages of Phybridge over ActivReach are its simplicity in installation and administration.

The results from our proposals are presented below:

Vendor - Manufacturer(s)	Phone System	Network Data Switches	Network Data Converter	Total Cost
ATI - Shoretel, HP 2920, Phybridge	\$87,570.00	\$30,367.00	\$10,540.00	\$128,477.00
Sterling - Mitel 3300, HP 2920, Streamline	\$95,039.00	\$31,987.00	\$7,720.00	\$134,746.00
Midco - Mitel 3300, Adtran 1534, ActivReach	\$85,851.00	\$44,656.00	\$7,148.00	\$137,655.00

After extensive research, staff determined it was in the District's best interest to utilize ATI's proposal for a Shoretel phone system, Hewlett Packard (HP) network switches, & Phybridge data converters. Some of the reasons are: ATI is our current phone system vendor and have been with the District for the past twelve (12) years. They have a deep understanding of our current phone system and infrastructure as well as a friendly and trusted professional working relationship. Shoretel is user-friendly and an easier to administer phone system. ATI's proposal will include Shoretel equipment (called ShoreGear) at each facility to keep the local site survivable should the connection to Triphahn go down or the Comcast PRI fails. Mitel uses the same methodology (called Controllers) to enable the same function. In a recent announcement, Mitel offered to purchase Shoretel but Shoretel profoundly rejected. Some industry analysts believe that Shoretel has the superior technology and that is why Mitel made the offer.

The HP 2920s are HP's flagship network data switches. All HP switches come with a lifetime warranty and next day replacement. The 2920s are fully capable of QOS and POE as well as a number of other features that can benefit our data and voice network. Phybridge for the network data piece is plug-and-play and much easier to install as well as manage as compared to ActivReach. ATI also provides Total Customer Care (24x7x365) support in which the first year is included in the phone system cost. The network data switches as well as the network data converters are all covered under this support agreement along with the phone system.

ATI has been a trusted partner with the District for twelve (12) years. They have also done Shoretel phone systems for the following municipalities or businesses with great success: Village of Bloomingdale, Community Consolidated School District 59, Highland Community College, & the Park District of Oak Park.

Although our current Cat3 cabling will work with VOIP phone systems using one of the solutions above, re-cabling should eventually be done in order to provide newer and faster capable wiring for higher speed throughput as well as clean up and organize the current cable closets and jacks. Cat3 currently can go up to 100Mbps. Upgrading to Cat6e would provide a higher speed throughput at 10,000Mbps. Though re-cabling the entire district would be preferred it is not necessary and cannot truly be accomplished during our 2014 timeline. Staff would like to re-cable Triphahn center as it acts as the center hub for all district operations. It is recommended that we re-cable Triphahn (TC) for a cost not to exceed \$20,000 this year as part of the project and do Bridges of Poplar Creek (BPC) next year for \$4,000. The cabling would be performed by a separate vendor.

The final component of the RFP, the PTP wireless solution for Seascope, has been budgeted for next year and we will begin looking at this solution shortly after January 2015.

Due to the nature of the system and to ensure complete coverage staff also asks for a contingency of 5% in case any drops or locations may have been missed or any other unforeseen conditions. The cost of the system, contingency and cabling will still be \$12,000 under budget.

Recommendation

That the A&F Committee recommends to the full board to purchase the proposed phone system solution and voice/data switches from ATI Communications for a cost not to exceed \$128,477.00 with a 5% contingency and to approve an allowance of not to exceed \$20,000 for the TC cabling project.

HOFFMAN ESTATES PARK DISTRICT MEMORANDUM # 14-128

To: A&F Committee
From: Dean Bostrom, Executive Director
Craig Talsma, Deputy Director/Director of Admin & Finance
Eric Leninger, Human Resources Manager
Date: November 7th, 2014
Re: Health Insurance / Vacation policy for benefits-eligible employees

Background:

Currently, the District's personnel policy manual states that FT employees may elect to receive 40 hours of paid Vacation time in lieu of utilizing a medical insurance plan through the District, upon providing proof of medical insurance coverage from a source outside the District. This incentive was provided to help reduce the number of staff electing the District's insurance if they had other options and to "compensate" them for that cost.

Implications:

Due to the PPACA "Obamacare" law, the aforementioned incentive has lost aspects of its affordability to both the District and District employees. Employees receiving the week of vacation *in addition to* the vacation policy structure already in place, currently totals 18, and it has made it increasingly difficult to plan for cost effective coverage.

Meanwhile, the extra time-off does not provide employees with the originally-intended incentive. All employees who elect to receive medical insurance through the District are required to contribute to the overall cost the District incurs. Those employees who do *not* elect to receive insurance through the District are exempted from contributing. Not being required to contribute to the District's overall costs for providing insurance is the true financial incentive to these employees.

Furthermore, with the creation of the health-insurance marketplace, employees may purchase affordable health-care that is suited to their individual needs outside of the District. If an employee chooses to do so, there is the potential for the District to incur additional financial liability by subsidizing a portion of the cost of the plan purchased by the employee. This allows the potential for "double-dipping", as the employee could receive an incentive from the District for not utilizing a plan offered by the District, while causing the District to help subsidize their own insurance plan purchased through the marketplace.

Recommendation:

That the A&F committee recommends to the full board approval of removing the one week additional vacation from the current personnel policy (XI) Employee Benefits, Insurance & Hospitalization as outlined below, effective January 1, 2015:

5. Employees that provide proof of other medical and hospital insurance through sources other than the District (i.e., spouse's plan coverage) are not required to accept the District's insurance plan. ~~These employees may elect to receive 40 hours of paid vacation as a reimbursement to help defray the costs of their other coverage.~~

MEMORANDUM NO. 14-130

TO: Administration and Finance Committee
FROM: Dean Bostrom, Executive Director
Craig Talsma, Director of Finance
RE: Tax Levy Ordinance O-14-008
DATE: November 7, 2014

Background:

Attached please find the tentative form of the district's Annual Levy Ordinance O-14-008 to be collected during the fiscal year 2015.

The levy has been presented during the budget workshops and will be announced at the public hearing on December 2, 2014. The levy is anticipated to be reduced by tax limitations and the budget reflects the lesser amounts for these and any anticipated shortfalls in collections next year.

Implications:

The final levy will be approved by the board in December and filed with the County Clerk by December 23rd. This levy was not subject to a Truth and Taxation Hearing.

Recommendation:

The A&F Committee recommend that the Board approve the tentative 2014 annual levy in the amount of \$8,390,000.

ORDINANCE NO. O-14-008
ANNUAL LEVY ORDINANCE FOR THE YEAR 2014

AN ORDINANCE levying and assessing
the taxes for the Hoffman Estates
Park District, Cook County, Illinois
for the fiscal year beginning January 1, 2015
and ending December 31, 2015

WHEREAS, on the 11th day of November 2014, the Board of Commissioners tentatively approved the annual Budget and Appropriation Ordinance, and passed a Motion to keep said Ordinance on file in the Park District Office for at least thirty (30) days prior to final action thereon; and

WHEREAS, on the 16th day of December 2014, the Board of Commissioners of the Hoffman Estates Park District passed the annual Budget and Appropriation Ordinance of said District for the fiscal year beginning January 1, 2015 and ending December 31, 2015, and upon said date the said Ordinance was duly signed and approved by the President of the Board of Commissioners of said District and signed by the Secretary of said Board:

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF
COMMISSIONERS OF THE HOFFMAN ESTATES PARK DISTRICT AS
FOLLOWS:

Pursuant of authority invested in them by the Park District Code, Article Five, the Commissioners of the Park Board in meeting assembled, do hereby find and declare that there will be required to be raised by general taxation the amounts hereinafter set down, to be levied upon all the taxable property in said Park District, in order to meet and defray all the necessary expenses and liabilities of the Park District as required by statute or voted by people in accordance with law, and the amounts so required are itemized and needed for uses and purposes as follow, to-wit:

Amount to be Raised by Taxation**I. Corporate Fund**

1. General Purpose

Communications & Marketing Expense	\$60,000
Property & Liability Insurance	\$125,000
Employment Insurance	\$125,000
Unemployment Insurance	\$40,000
Loss Prevention	\$5,000
Audit	\$20,000
Payroll	\$720,000
Employee Benefits	\$310,000
Contracted Services	\$70,000
Service & Rental Agreements	\$30,000
Supplies	\$15,000
Utilities	\$5,000
Technology Equipment & Service	<u>\$40,000</u>

Total General Purpose \$1,565,000

2. Maintenance

Payroll	\$728,000
Contracted Services	\$12,000
Supplies	\$15,000
Utilities	\$80,000
Equipment Maintenance & Repair	\$70,000
Facility Maintenance & Repair	\$60,000
Property & Field Maintenance	\$135,000
Fuel & Lubricants	\$85,000

Total Maintenance \$1,185,000

Total Corporate Fund **\$2,750,000**

Said amount is hereby levied as the Corporate Fund Tax.

II. Recreation Fund

Payroll	\$300,000
Contracted Services	\$30,000
Service & Rental Agreements	\$5,000
Utilities	\$360,000
Communications & Marketing Wages	\$75,000
Postage	\$30,000
Printing & Publication	\$50,000
Maintenance Wages	\$65,000
Custodial Supplies	\$10,000
Program Expenses	<u>\$75,000</u>

Total Recreation Fund **\$1,000,000**

Said amount is hereby levied as the Recreation Fund Tax.

Amount to be Raised by Taxation

III. Insurance Fund

Total Insurance Fund	\$0
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No amount is hereby levied as the Insurance Fund Tax.

IV. Audit Fund

Total Audit Fund	\$0
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No amount is hereby levied as the Audit Fund Tax.

V. I.M.R.F. Fund

I.M.R.F. Contribution Interfund Transfers	<u>\$500,000</u>
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Total Retirement Fund	\$500,000
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Said amount is hereby levied as the Retirement Fund Tax.

VI. Debt Service

Bond & Interest Payments	<u>\$3,040,000</u>
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Total Debt Service Fund	\$3,040,000
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Said amount is hereby levied as the Debt Service Fund Tax.

VII. Special Recreation

NWSRA Special Assessment	\$300,000
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ADA Improvements/Purchases	\$200,000
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Special Recreation Rental Usage	<u>\$50,000</u>
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Total Special Recreation Fund	\$550,000
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Said amount is hereby levied as the Special Recreation Fund Tax.

VIII. Social Security Fund

FICA Tax Interfund Transfers	\$550,000
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Total Social Security Fund	\$550,000
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Said amount is hereby levied as the Social Security Fund Tax.

Amount to be Raised by Taxation**Recapitulation**

I.	Corporate Fund	\$2,750,000
II.	Recreation Fund	\$1,000,000
III.	Insurance Fund	\$0
IV.	Audit Fund	\$0
V.	I.M.R.F. Fund	\$500,000
VI.	Debt Service	\$3,040,000
VII.	Special Recreation	\$550,000
VIII.	Social Security	\$550,000
	Total taxes to be levied:	\$8,390,000

Making the aggregate sum of Eight Million, Three Hundred Ninety Thousand dollars (\$8,390,000.00) to be raised by taxation and levy on all the taxable property in said Hoffman Estates Park District, for the year 2014, in order to meet and defray all the necessary expenses and liabilities of the Hoffman Estates Park District as required by statute or voted by the people in accordance with the law.

That the secretary is hereby directed to file a certified copy of this Ordinance with the County Clerk of Cook County, within the time specified.

This Ordinance shall be in full force and effect from and after its passage, and approval is required by law.

AYES:

NAYS:

ABSENT:

Passed and Approved this 16th day of December, 2014

President
Board of Park Commissioners
Hoffman Estates Park District

ATTEST:

Secretary
Hoffman Estates Park District

MEMORANDUM NO. M14-131

TO: Board of Commissioners
FROM: Dean R. Bostrom, Executive Director
Craig Talsma, Deputy Director/ Director of Finance and Admin
RE: Budget and Appropriation Ordinance O-14-009 in Tentative
Form
DATE: November 7, 2014

BACKGROUND

The district has finished the 2015 Budget workshops. State law requires that we publicly display our Budget and Appropriation Ordinance in tentative form for at least 30 days prior to final approval.

IMPLICATIONS

There will be an advertised public budget meeting on December 2, 2014 at 6:45 p.m. for additional public input on the district's budget. The budget will then be approved in final form at the December 16, 2014 Board Meeting.

RECOMMENDATIONS

Staff recommends that the Board approve Ordinance O-14-009, the Budget and Appropriation Ordinance in tentative form.

ORDINANCE NO. O-14-009
BUDGET AND APPROPRIATION ORDINANCE
An Ordinance adopting the combined
Annual Budget and Appropriation of Funds for the
Hoffman Estates Park District,
Cook, (County), Illinois,
for the Fiscal Year beginning on
the first (1st) day of January, 2015 and
ending on the thirty-first (31st) day
of December, 2015

BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF
THE Hoffman Estates Park District, Cook County, Illinois:

SECTION I. It is hereby found and determined:

- (a) This Board has heretofore caused to be prepared a combined annual Budget and Appropriation in tentative form, which Ordinance has been conveniently available for public inspection for at least 30 days prior to final action thereon;
- (b) A public hearing was held at the Triphahn Center, 1685 W. Higgins, Hoffman Estates, Illinois on the 2nd day of December 2014 on said Ordinance, notice of said hearing having been given by publication in The Daily Herald, being a newspaper published within this District, at least one week prior to such hearing; and,
- (c) That all other legal requirements for the adoption of the annual Budget and Appropriation Ordinance of this District for the fiscal year beginning January first (1st), 2015 and ending on the thirty-first (31st) day of December, 2015, have heretofore been performed.

SECTION II. The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first day of January, 2015 and ending the last day of December 2015.

SECTION III. The following determinations have been made and are hereby made a part of the aforesaid budget:

- (a) **An estimate of the cash on hand at the beginning of the fiscal year is expected to be \$15,564,526.**
- (b) **An estimate of the cash expected to be received during the fiscal year from all sources is \$28,446,167.**
- (c) **An estimate of the expenditures contemplated for the fiscal year is \$28,848,473.**
- (d) **An estimate of the cash expected to be on hand at the end of the fiscal year is \$15,162,220.**
- (e) **An estimate of the amount of taxes to be received during the fiscal year is \$8,611,000.**

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning January 1, 2015 and ending December 31, 2015 for the respective purposes set forth.

SECTION IV. All unexpended balances of the appropriations for the fiscal year ended December 31, 2015 and prior years are hereby specifically reappropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

SECTION V. The receipts and revenue of said District derived from sources other than taxation and not specifically appropriated, shall constitute the general corporate fund and shall first be placed to the credit of such fund.

This Ordinance shall be in full force and effect immediately upon its passage.

Passed by the Board of Park Commissioners of the Hoffman Estates Park District this 16th day of December, 2014.

AYES:

NAYS:

ABSENT:

President
Board of Park Commissioners Hoffman Estates Park District

ATTEST:

Secretary

I. Corporate Fund

Beginning Cash	\$2,902,493
<u>Income</u>	
Administration	
Interfund Charges	\$2,804,193
Property Taxes	\$2,841,000
Investment Income	\$50,000
Rental Income	\$60,576
Miscellaneous	\$15,000
Maintenance	
Grant Reimbursement	<u>\$14,500</u>
Total Corporate Fund Income	\$5,785,269
 Total Corporate Fund Appropriation	 \$8,687,762
 <u>Budgeted and Appropriated Expenditures</u>	
Administration	
Interfund Charge	\$1,141,000
Property & Liability Insurance	\$152,760
Employment Insurance	\$150,085
Unemployment Insurance	\$85,000
Loss Prevention	\$5,500
Audit Service	\$22,225
Payroll	\$1,227,894
Employee Benefits	\$547,850
Education & Training	\$14,750
Contracted Services	\$85,000
Service & Rental Agreements	\$36,285
Supplies	\$20,000
Dues & Subscriptions	\$20,985
Administrative Expenses	\$33,450
Utilities	\$7,476
Equipment	\$7,305
Maintenance & Repair	\$0
Technology Equipment	\$49,050
Maintenance	
Loss Prevention	\$20,625
Payroll	\$1,503,485
Employee Benefits	\$9,400
Education & Training	\$7,500
Contracted Services	\$12,760
Service & Rental Agreements	\$0
Supplies	\$18,500
Dues & Subscriptions	\$1,450
Administrative Expenses	\$2,250
Utilities	\$100,484
Equipment	\$6,000
Equipment Maintenance & Repair	\$73,500
Facility Maintenance & Repair	\$80,000
Property & Field Maintenance	\$164,500
Fuel and Lubricants	\$101,200

Capital	
UPS Battery Array	\$11,000
Software Conversion	\$7,000
Wi Fi Solution	\$10,000
Copier Replacement	<u>\$9,000</u>
 Total Corporate Fund Expenditures	\$5,745,269
Estimated Ending Cash	\$2,942,493
<u>II. Recreation Fund</u>	
Beginning Cash	\$2,254,484
<u>Income</u>	
Administration	
Interfund Charges	\$443,682
Property Taxes	\$1,010,000
Field Rentals	\$90,520
Merchandise Resale	\$720
Miscellaneous	\$10,000
Communications & Marketing	
Corporate Relations Revenue (Sponsorships)	\$67,000
Triphahn Center	
Rentals	\$35,645
Memberships	\$229,365
Guest Services	\$6,989
Fitness Programs	\$11,060
Willow Recreation Center	
Rentals	\$136,835
Memberships	\$98,126
Guest Services	\$3,827
Court Fees	\$10,205
Merchandise Resale	\$309
Lessons	\$2,375
Leagues	\$3,920
Fitness Programs	\$23,924
General Leisure Services	
Rentals	\$5,500
General Programs	\$15,735
Daycamps	\$112,886
Dance	\$118,063
Gymnastics	\$81,162
Arts & Crafts	\$5,040
Martial Arts	\$124,698
Special Events	\$17,000
Senior	
Senior Memberships CCIA	\$12,000
Senior Programs	\$80,603
Early Childhood	
General Programs	\$53,573
Daycamps	\$237,913
Preschool	\$242,527
Parent/Tot	\$17,873
STAR Program	\$727,760
Child Care	\$267,514

Youth Baseball & Softball	
Boys Baseball	\$51,480
Girls Softball	\$5,800
Boys Travel Baseball	\$4,320
Adult Athletics	
General Programs	\$3,440
Basketball Leagues	\$40,320
Softball Leagues	\$19,660
Football Leagues	\$18,720
Youth Athletics	
General Programs	\$14,000
Athletic Camps	\$20,960
Volleyball	\$9,720
Basketball	\$49,500
Soccer - In House Leagues	\$81,050
Soccer - Travel	\$20,625
Seascape	
Rentals	\$19,940
Memberships	\$81,950
User Fees	\$116,300
Merchandise Resale	\$180
Concession Rental	\$3,100
General Programs	\$43,345
Special Events	\$2,100
Ice	
Rentals	\$704,295
Daily Admissions	\$70,020
Concession Rental	\$9,600
Vending	\$10,715
Lessons	\$370,885
Camps	\$57,500
Adult Leagues	\$90,000
Youth Leagues	\$447,300
Special Events	\$4,700
Total Recreation Fund Income	\$6,675,874
Total Recreation Fund Appropriation	\$8,930,358
<u>Budgeted and Appropriated Expenditures</u>	
Administration	
Interfund Charges	\$912,143
Rental Expenses	\$800
Payroll	\$685,249
Employee Benefits	\$1,000
Education & Training	\$8,950
Contracted Services	\$37,346
Service & Rental Agreements	\$17,030
Supplies	\$400
Dues & Subscriptions	\$3,228
Administrative Expenses	\$5,000
Utilities	\$549,352
Equipment	\$1,500
Facility Maintenance & Repair	\$16,557
Credit Card Processing Fees	\$70,000

Communications & Marketing	
Corporate Relations Expense	\$7,050
Payroll	\$185,783
Professional Education	\$3,800
Contracted Services	\$4,120
Supplies	\$1,650
Dues & Subscriptions	\$6,282
Postage	\$40,558
Printing & Publication	\$66,500
Advertising	\$14,257
Maintenance	
Payroll	\$194,153
Contracted Services	\$0
Custodial Supplies	\$18,594
Triphahn Center	
Rentals	\$2,940
Guest Services	\$1,688
Fitness Program Expense	\$5,899
Payroll	\$111,805
Employee Benefits	\$1,695
Supplies	\$11,480
Promotional Expense	\$1,856
Maintenance & Repair	\$8,599
Willow Recreation Center	
Rental Expense	\$21,928
Memberships	\$7,360
Guest Services	\$560
Merchandise Resale	\$254
Lessons	\$1,360
Leagues & Tournaments	\$650
Fitness Wages	\$15,407
Payroll	\$92,043
Employee Benefits	\$1,380
Supplies	\$4,186
Promotional Expense	\$2,186
Equipment	\$3,350
Maintenance & Repair	\$2,920
Facility Maintenance & Repair	\$5,485
General Leisure Services	
Rentals	\$3,458
General Programs	\$5,533
Summer Camps	\$61,774
Dance	\$63,708
Gymnastics	\$61,813
Arts & Crafts	\$3,528
Martial Arts	\$88,293
Vogelei Program Expense	\$4,978
Special Events & Trips	\$44,961
Senior	
Senior Programs	\$60,509
Early Childhood	
General Programs	\$30,680
Daycamps	\$119,432
Preschool	\$148,855
Parent/Tot	\$9,495
STAR Program	\$392,176
Full Day day Care	\$154,331

Youth Baseball & Softball	
Boys Baseball	\$23,667
Girls Softball	\$948
Adult Athletics	
General Programs	\$2,214
Basketball Leagues	\$30,967
Softball Leagues	\$9,080
Football Leagues	\$12,311
Youth Athletics	
General Programs	\$9,842
Athletic Camps	\$12,488
Volleyball	\$3,973
Basketball	\$27,396
Soccer - In House Leagues	\$40,945
Soccer - Travel	\$2,260
Seascope	
General Programs	\$12,089
Special Event	\$1,040
Payroll	\$204,745
Employee Benefits	\$3,080
Education & Training	\$6,012
Contracted Services	\$4,210
Supplies	\$18,745
Dues & Subscriptions	\$375
Promotional Expense	\$2,500
Utilities	\$92,500
Equipment	\$1,865
Equipment Maintenance & Repair	\$2,481
Facility Maintenance & Repair	\$7,274
Ice	
Debt Service Expense (Debt Payment Transfer)	\$750,000
Rentals	\$4,000
Lessons	\$157,047
Camps	\$8,351
Adult Leagues	\$8,397
Youth Leagues	\$223,154
Special Events	\$3,000
Payroll	\$434,963
Uniforms	\$3,000
Professional Education	\$1,000
Contracted Services	\$16,000
Supplies	\$1,750
Dues & Subscriptions	\$525
Mileage Reimbursement	\$600
Promotional Expense	\$3,500
Propane	\$6,240
Equipment	\$2,010
Equipment Maintenance & Repair	\$2,973
Facility Maintenance & Repair	\$3,500
Capital	
Fitness Equipment Replace	\$10,500
Ice Equip Gate/Post	\$11,000
Replace SEA Pumps 1 & 2	\$14,000
WRC Repair Entry Ceilings	\$8,000
Ice Bhrine Inhib & 240 Volt	\$9,000
Ice Compressor Rebuild	\$10,500
Total Recreation Fund Expenditures	\$6,635,874
Estimated Ending Cash	\$2,294,484

III. I.M.R.F. Fund

Beginning Cash	\$241,306
<u>Income</u>	
Interfund Charges	\$800,000
Property Taxes	\$505,000
Investment income	<u>\$1,816</u>
Total I.M.R.F. Fund Income	\$1,306,816
Total I.M.R.F. Fund Appropriation	\$1,548,122
<u>Budgeted and Appropriated Expenditures</u>	
IMRF Interfund Transfers	\$451,816
IMRF Contribution UAAL	<u>\$950,000</u>
Total I.M.R.F. Fund Expenditures	\$1,401,816
Estimated Ending Cash	\$146,306

IV. Debt Service

Beginning Cash	\$4,252,710
<u>Income</u>	
Interfund Transfers	\$1,400,000
Property Taxes	\$3,200,000
Investment Income	\$5,000
BABs Rebates	\$151,400
Bond Proceeds	<u>\$1,665,000</u>
Total Debt Service Fund Income	\$6,421,400
Total Debt Service Fund Appropriation	\$10,674,110
<u>Budgeted and Appropriated Expenditures</u>	
Bond Issue Costs	\$37,212
Bond Principal & Interest Payments	<u>\$5,424,188</u>
Total Debt Service Fund Expenditures	\$5,461,400
Estimated Ending Cash	\$5,212,710

V. Special Recreation

Beginning Cash	\$132,058
<u>Income</u>	
Interfund Charges	\$275,000
Property Taxes	\$505,000
Investment Income	<u>\$360</u>
Total Special Recreation Fund Income	\$780,360
Total Special Recreation Fund Appropriation	\$912,418

<u>Budgeted and Appropriated Expenditures</u>	
NWSRA Special Assessment	\$315,000
ADA Priority Expenditures	\$0
Special Recreation Rental Payments	\$85,860
ADA Shoe Factory Bike Trail	\$7,500
ADA Fitness Equipment	\$3,000
ADA Patch Parking Lots	\$10,000
ADA Evergreen Playground	\$52,000
ADA Valley Playground	\$29,000
ADA Maple Playground	\$28,000
ADA Highpoint Walks/Paths	<u>\$250,000</u>
Total Special Recreation Fund Expenditures	\$780,360
Estimated Ending Cash	\$132,058

VI. Social Security Fund

Beginning Cash	\$192,899
<u>Income</u>	
Property Taxes	\$550,000
Interest Income	<u>\$4,800</u>
Total Social Security Fund Income	\$554,800
Total Social Security Fund Appropriation	\$747,699

Budgeted and Appropriated Expenditures

FICA Interfund Transfers	\$539,800
Total Social Security Fund Expenditures	\$539,800
Estimated Ending Cash	\$207,899

VII. Prairie Stone Sports & Wellness Fund

Beginning Cash	\$939,342
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Income

Administration

Interfund Transfers	\$142,417
Rentals	\$207,020
Merchandise Resale	\$7,465

Fitness

Rentals	\$9,218
Membership Fees	\$1,855,000
Guest Services	\$249,532
Pro Shop Sales	\$600
Tennis Lessons	\$278,000

Recreation

Climbing Wall Programs	\$7,840
Sports Specific Programs	\$20,560
Early Childhood Programs	\$18,092

Aquatics

Membership Fees	\$17,000
Daily Fees	\$0
Swim Lessons	<u>\$185,050</u>

Total Prairie Stone Sports & Wellness Income	\$2,997,794
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Total Prairie Stone Sports & Wellness Appropriation	\$3,937,136
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Budgeted and Appropriated Expenditures**Administration**

Interfund Transfers	\$731,195
Rental Expense	\$32,184
Payroll	\$665,154
Employee Benefits	\$3,270
Professional Education	\$3,750
Contracted Services	\$8,330
Service Agreements	\$750
Supplies	\$7,158
Dues & Subscriptions	\$25,530
Administrative Expense	\$100
Utilities	\$292,944
Equipment	\$2,100
Credit Card Processing Fees	\$50,750

Communications & Marketing

Contracted Marketing	\$2,400
Printing & Publication	\$56,320
Advertising	\$8,900

Maintenance

Payroll	\$112,457
Custodial Service	\$137,707
Supplies	\$16,000
Equipment	\$2,750
Equipment Maintenance	\$5,100
Facility Maintenance	\$8,000

Fitness

Guest Services	\$205,566
Pro Shop	\$400
Fitness Program Wages	\$117,662
Tennis Lessons	\$196,350
Payroll	\$31,228
Supplies	\$67,884
Equipment Maintenance	\$22,840

Recreation

Climbing Wall Expense	\$10,146
Sports Specific Programs	\$21,536
Early Childhood Programs	\$11,609

Aquatics

Swim Lessons	\$76,798
Supplies	\$11,290
Equipment Maintenance	\$2,136

Capital

PSSWC Fitness Equipment	\$24,500
Total Prairie Stone Sports & Wellness Expenses	\$2,972,794

Estimated Ending Cash **\$964,342**

VIII. Capital Improvement Fund

Beginning Cash **\$3,400,317**

Income**General**

Interfund Transfer	\$853
Investment Income	\$0
Marquee Sign Revenue	\$90,000
Bond Proceeds	<u>\$1,110,000</u>
Total Capital Improvement Fund Income	\$1,200,853

Total Capital Improvement Fund Appropriation **\$4,601,170**

Budgeted and Appropriated Expenditures**General****Administration**

Interfund Transfers	\$123,000
Marquee Signs	\$42,800
Contracted Services	\$24,653
Marquee Signs (4)	\$12,500
Park Portal	\$6,400
BPC Hole 10 Wall/Paths	\$45,000
Virtualized Server Host	\$12,500
BPC Replace Toro Mower (2)	\$60,000
Patch Pakring Lots	\$175,000
Patch Courts	\$62,500
Replace Evergreen Playground	\$125,000
Replace Valley Playground	\$72,000
Replace Maple Playground	\$87,000
WRC-Replace Concrete Apron/Walk	\$50,000
Replace Highpoint Walks/Paths	\$160,000
TC-Replace Concrete Apron/Walk	\$55,000
Replace #454 07 Ford Explorer	\$35,000
Replace #453 07 Ford Explorer	\$35,000
Replace Toro Z Turn Mower (3)	\$44,000
Replace 89 Chevy Crew Cab	\$31,000
TC Admin-Replace Office Carpet/Reconstruct	\$40,000
TC-Replace HVAC Capital	\$60,000
Ice Refrig & Bhrine Pump	\$75,000
PSSWC Locker Rooms	\$50,000
Replace PSSWC Pool Pump Control	<u>\$17,500</u>
Total Capital Fund Expenditures	\$1,500,853

Estimated Ending Cash **\$3,100,317**

IX. Working Cash Fund

Beginning Cash **\$1,087,306**

Income

Interest Income	<u>\$2,694</u>
Total Working Cash Fund Income	\$2,694

Total Working Cash Fund Appropriation **\$1,090,000**

Budgeted and Appropriated Expenditures**Administration**

Interfund Transfer	<u>\$1,090,000</u>
Total Working Cash Fund Expenditures	\$1,090,000

Estimated Ending Cash **\$0**

X. Bridges Of Poplar Creek Fund

Beginning Cash **\$161,611**

Income

Administration

Interfund Transfer	\$111,785
Advertising	\$2,865
Rental Income	\$20,180
Vending	\$5,625
Miscellaneous	\$10,000

Food & Beverage

Rentals	\$58,750
Merchandise Resale - Tobacco	\$2,925
Merchandise Resale - Beverages	\$543,300
Merchandise Resale - Food	\$402,300
Gratuities/Service Charges	\$123,130

Golf Operations

Rentals	\$436,650
Memberships	\$1,400
Guest Services	\$9,000
Green Fees - Resident	\$68,116
Green Fees - Non-Resident	\$475,500
Merchandise Resale	\$95,475
Lessons	\$32,014
Tournaments & Outings	\$179,022
Driving Range Fees	\$141,070
Ball Retrieval Fee	<u>\$1,200</u>

Total Golf Course Fund income **\$2,720,307**

Total Golf Course Fund Appropriation **\$2,881,918**

Budgeted and Appropriated Expenditures

Administration

Interfund Transfers	\$238,976
Payroll	\$245,603
Uniforms	\$1,000
Education & Training	\$1,500
Contracted Services	\$18,560
Service & Rental Agreements	\$767
Supplies	\$8,995
Dues & Subscriptions	\$10,605
Utilities	\$127,184
Equipment	\$8,250
Facility Maintenance & Repair	\$12,000
Credit Card Processing Fees	\$34,000

Maintenance

Maintenance Management Services	\$434,110
Employee Benefits	\$1,000
Professional Education	\$2,750
Contracted Services	\$2,000
Service & Rental Agreements	\$1,200
Supplies	\$2,500
Dues & Subscriptions	\$1,600
Administrative Expenses	\$250
Utilities	\$38,900
Equipment Maintenance & Repair	\$20,500
Facility Maintenance & Repair	\$1,000
Course Maintenance	\$91,500
Fuel & Lubricants	\$20,000

Food & Beverage	
Rentals	\$3,500
COG Tobacco	\$1,900
COG Food	\$173,856
COG Beverage	\$112,644
Payroll	\$499,695
Uniforms	\$3,750
General Services	\$14,314
Service & Rental Agreements	\$32,000
Supplies	\$25,800
Administrative Expenses	\$1,500
Advertising	\$19,200
Equipment	\$2,500
Equipment & Repair	\$5,500

Golf Operations	
Rentals	\$8,000
Lightning Passes	\$6,000
Merchandise Resale COGS	\$68,376
Programs	\$11,750
Tournaments & Outings	\$14,370
Payroll	\$174,623
Employee Benefits	\$4,320
Education & Training	\$3,600
Contracted Services	\$1,500
Supplies	\$13,925
Administrative Expenses	\$2,800
Advertising	\$10,532
Equipment	\$5,550
Equipment Maintenance & Repair	\$536

Capital	
Golf Cart GPS	\$53,664
Electric Golf Carts	\$77,352
BPC Copier	\$6,500
BPC Ice Machines	\$11,000
BPC Main Entry Banquet Doors	<u>\$25,000</u>
Total Golf Course Fund Expenditures	\$2,720,307

Estimated Ending Cash	\$161,611
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Recapitulation

I. Total Corporate Fund Appropriation	\$8,687,762
II. Total Recreation Fund Appropriation	\$8,930,358
III. Total IMRF Fund Appropriation	\$1,548,122
IV. Total Debt Service Fund Appropriation	\$10,674,110
V. Total Special Recreation Fund Appropriation	\$912,418
VI. Total FICA Fund Appropriation	\$747,699
VII. Total Prairie Stone Fund Appropriation	\$3,937,136
VIII. Total Capital Fund Appropriation	\$4,601,170
IX. Total Working Cash Fund Appropriation	\$1,090,000
X. Total Golf Course Fund Appropriation	\$2,881,918
TOTAL ALL FUNDS	\$44,010,693

**CERTIFICATION OF ESTIMATE OF
REVENUE FOR FISCAL YEAR 2015**

I, Ron Greenberg, do hereby certify that I am the duly qualified Treasurer of the Hoffman Estates Park District and the Chief Fiscal Officer of said Board of Park Commissioner; as such Officer I do further certify that the revenues, by source, anticipated to be received by said District in the fiscal year beginning January 1st 2015 and ending on December 31, 2015 are estimated to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
Taxes	\$8,611,000
Interest Earned	64,670
Debt Issuance	2,926,400
Grants, Donations, Sponsorship, Advertising	174,365
Memberships	2,294,841
Program and User Fees	4,465,466
Rentals	1,302,429
Merchandise Resale, Vending & Misc.	156,089
Interfund Charges	5,977,930
Golf Course Operations	2,472,977
TOTAL	\$28,466,167

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the said Hoffman Estates Park District this 16th day of December, 2014.

Treasurer and Chief Fiscal Officer
Hoffman Estates Park District