

2015 LOMBARD PARK DISTRICT Annual Operating Budget



Lombard Park District

ANNUAL OPERATING BUDGET

FOR BUDGET YEAR ENDING DECEMBER 31, 2015



January 27, 2015

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Lombard Park District
Annual Operating Budget 2015
For the Year Ended December 31, 2015

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Lombard Park District Reader's Guide

This budget document is intended to provide concise and readable information about the Lombard Park District and how the document is prepared. The following sections contain the details of the Park District's budget:

Section 1: Overview of the entire budget which includes a transmittal letter, budget summaries and a District profile.

Section 2: This section explains how the tax levy was calculated for the Tax Year 2014 which is collected in Fiscal Year 2015.

Section 3 - 11: Revenue analysis and detail for each fund is located in these sections.

Section 12: Fee History information is listed starting in 2008 through the current budget year.

Section 13: Information in the statistical section is presented chronologically for the last complete fiscal year and the nine fiscal years preceding it. Park District staff uses this information to measure performance and monitor trends.

Section 14: The Glossary includes terms and key words that are used throughout the report and are defined so that the reader can be more familiar with technical terms, acronyms and words particular to government finance and parks and recreation.

Section 15: This section contains the Budget and Appropriation Ordinance, WAGC Marketing Plan and a December Budget Presentation. It is recommended that examination of budget material be preceded by a careful review of the Letter of Transmittal and Section 1 of this report.

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January 27, 2015

Board of Park Commissioners
Lombard Park District
Lombard, Illinois

227 W. Parkside Avenue
Lombard, IL 60148

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The Annual Operating Budget of the Lombard Park District for the fiscal year ending December 31, 2015 has been prepared and is presented for your review in preparation of the Committee of the Whole meetings commencing on November 4, 2014. This budget document presents the District's comprehensive financial plan to provide parks, facilities, programs and recreation services to residents and participants during the upcoming fiscal year. It is a working document subject to deliberations and modifications prior to adoption on January 27, 2015. Any questions regarding any aspect of this budget should be directed to Jason S. Myers, Director of Finance and Personnel, at 630-627-1281.

The 2015 Proposed Budget is intended to dispense the optimum portion of resources to serve resident needs through sound fiscal management, while meeting the limitations of a mandated tax cap. Although during 2004 some non-referendum bonding authority was granted back to the District, the District still faces significant challenges brought by the limitation of non-referendum bonding powers for future years, as well as federal and state unfunded mandates such as ADA (American with Disabilities Act). Although the tax cap limits the District's revenue, staff continues to investigate ways to maximize current resources to meet the demands of our citizens. The tax cap for levy 2014 is 1.5% and staff is anticipating a near zero growth factor. In addition, EAV (Equalized Assessed Valuation) is expected to remain the same as last year. There are no other economic or legal issues negatively affecting the District except for the current economic downturn.

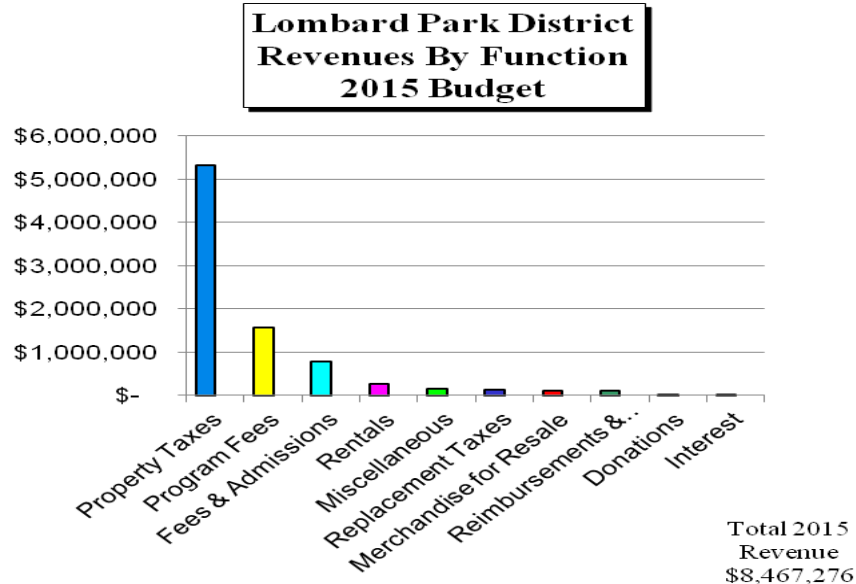
Management and staff started the budget process at the end of July. Meetings were scheduled throughout September and October. As is the case each year while staff puts the budget together, the main goal was to limit expenditure increases and project realistically attainable revenue while maintaining high quality programs and facilities, providing excellent customer service, maintaining a stable tax rate, maintaining assets and rewarding good staff.

The budget meeting process with the Board of Park Commissioners will be much like it has been the past several years. Staff has included the agendas for the two anticipated budget meetings. Management and staff will again be on hand during the budget presentations to answer any of the Board's questions directly.

The budget for the Lombard Park District includes the revenues, expenditures and fund balances for specific funds as provided by taxes, user fees, interest income and other sources. The Park District uses a detailed line item format to monitor revenues and expenditures. The accounts of the Park District are organized on the basis of funds and account groups, each of which is considered a separate accounting entity.

The 2015 Proposed Budget for the Lombard Park District has revenues totaling \$8,467,276, and expenditures totaling \$9,276,067. As of December 10, Management is estimating the December 31, 2014 and December 31, 2015 Fund Balances for the Park District to total \$4,025,150 and \$3,216,359 respectively. Staff has prepared a budget that has a change in fund balance 2015 of approximately \$809,000 decrease. This decrease is due to the spending of capital dollars from the 2014 bond issuance. This year, staff has budgeted \$1,468,755 in capital expenditures, of which \$333,000 of it are remaining 2014 capital projects that will be carried forward. The major components are as follows:

	Budget 2014	Est. Year End 2014	Budget 2015
General Corporate Fund	\$ 2,189,356	\$ 2,139,244	\$ 2,332,096
Recreation Fund	3,554,646	3,390,554	3,539,457
Special Recreation	552,960	555,461	526,386
Debt Service Fund	1,320,586	1,320,587	1,333,980
Capital Projects Fund	628,218	498,717	961,179
All Other Funds	579,677	566,916	582,969
Total	\$ 8,825,443	\$ 8,471,479	\$ 9,276,067
 Estimated Fund Balance	 \$ 3,783,430	 \$ 4,025,150	 \$ 3,216,359



The 2015 Annual Operating Budget reflects a decrease in revenue by 8.23% to \$8,467,276. The main reason for this decrease is the issuance of a bond in January of 2014. Property Taxes of \$5,307,025 (62.68%), Program Fees and Fees & Admissions of \$2,361,377 (27.89%), support the operating budget. The percent of Property Taxes are higher than normal due to a referendum that was passed in 2008. Assuming no other changes, this will return to a more historical percentage in 2023 when this bond is retired. Other significant changes in revenues and expenditures are detailed in the Overview section before each fund.

The budget was prepared by balancing internal needs with the community expectations and economic conditions. Sound financial and operational philosophies guided the budget for the upcoming year. Staff continued to prioritize partnerships, strong financial policies and efficiencies throughout the budget process. As in years past, needs exceeded the available funds, in particular, the slowing economy and increased costs affected all departments.

In Summary, this budget: provides no new services; the addition of one new staff member in the finance and personnel area; continuation of fund balance reserves to ensure the District's fiscal conservatism; maintains the status quo, ensures high quality programs, facilities and service; and utilizes existing revenue streams to fund services and programs.

The District is proud of this budget, knowing that it is taking appropriate actions regarding finances as we continue towards long-term fiscal stability. During times of economic weakness and uncertainty, it is important to remain vigilant in the District's attempt to control costs at all levels.

Major Work

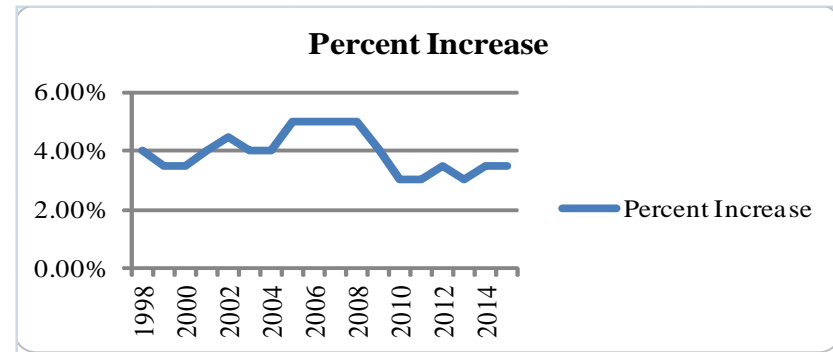
Historically, the District commits a minimum of \$800,000 in capital improvements from bond proceeds (\$500,000), ADA improvements (\$150,000) and from operations (\$150,000) each year. Management plans to continue this commitment to the capital needs of the District for the next five years. Long-term concerns and areas of improvement have been determined through the District's Capital Replacement Schedule, the 2011 ADA Study and the "2013 Comprehensive Master Plan" which are detailed within the Capital Projects section of this budget. Overall, the major 2015 capital projects are replacing existing equipment which will help to reduce repair costs. The most significant affect of capital projects on future budgets will be energy upgrades. It is estimated that the District will save \$8,000 annually after completing the upgrades at Sunset Knoll Recreation Center and at the Sunset Knoll Maintenance Facility. In addition, the District estimates saving on maintenance repairs due to the replacement of several vehicles and the replacement of an aging playground. All other capital projects will not have a future impact on the operating budgets. The following list highlights some of staff recommendations for projects that will be undertaken during 2015, which will allow the District to remain fiscally conservative, maintain a healthy financial condition and provide quality services to our customers:

- ADA accessible paths (\$154,444)
- Terrace View Playground (\$105,000)
- Parking lot improvements at Bradley Lane (\$60,000)
- ADA improvements that have been identified through a 2011 ADA Assessment (\$98,556)
- Establishment of one dog parks (\$40,000)
- Major tree removal and replacement due to the Emerald Ash Borer (\$128,400)
- Turnstiles at Paradise Bay (\$20,000)
- New Mower Maintenance Department (\$60,000)
- Replacement soft play features at Paradise Bay (\$17,000)
- Plumbing repairs at Paradise Bay (\$20,000)
- Energy equipment upgrades at Sunset Knoll and Maintenance (\$31,500)
- Dump truck replacement (\$55,000)
- Six golf carts (\$25,000)
- Used rough mower at WAGC (\$25,000)
- Six inch pump (\$21,000)

As the reader pages through this budget document, you will find a short discussion before each of the budget areas that staff has determined important for your consideration.

Budgeting Notes

Full time staff salaries and wages (1000) have been determined based upon a 3.5% average annual increase (1998 = 4.0%, 1999 = 3.5%, 2000 = 3.5%, 2001 = 4.0%, 2002 = 4.5%, 2003 = 4.0%, 2004 = 4.0%, 2005 = 5.0%, 2006 = 5.0%, 2007 = 5.0%, 2008 = 5.0%, 2009 = 4.1%, 2010 = 3%, 2011 = 3%, 2012 = 3.5%, 2013 = 3.0%, 2014 = 3.5% and 2015 = 3.5%). Part time staff wages have been primarily determined on an hourly increase based on supervisor discretion.



Presented in the Employee Benefits Package for 2015, hospitalization and prescription drug card premiums have increased by 10.75%. Due to the Affordable Health Care Act, PDRMA is no longer able to offer self insurance which will also increase the cost to the District. Dental, vision and EAP plans experienced a 1.0% increase, 1.0% decrease and 13% increase respectively in 2015. As they have since 1999, our employees are required to pay a portion of their hospitalization, dental and prescription drug card premiums. During 2012 the portion increased to 8% of the premium for current employees and 15% for all new employees hired after January 1, 2012. The budgeted amount in all *Hospitalization* (505100) and *Dental* (505500) accounts is the net cost to the District (the cost of the premium less the employees' share).

Investment Interest (0450) accounts throughout the 2015 Proposed Budget are projected to increase with the exception of the Capital Projects Fund. This fund is decreasing due to the spending of the 2014 bond proceeds. In addition, current short term bond rates are equivalent to the money markets rates through the Liquid Assets Account. Therefore, most short term investments are in a money market account.

Again for 2015, District-wide *Utility* budgets have been determined based upon the last five years of data experience we have, with more weighted value on 2014's information. All utilities were budgeted to increase by 5% based on information staff has gathered.

The overall recreational programs were budgeted with a 3% participation increase and a 2% fee increase which will be attainable through improving existing programs and adding new programs. The participation increase is based on historical information and considered the current economic conditions we face in DuPage County. Staff understands that during the prolonged recession we find ourselves in, our customer's financial interest must be taken into account. Despite the fact that most program supplies are expected to increase, staff has elected to move forward with just a modest increase in program fees. In addition, most facility rental fees increased 5% and there will be an increase in deposit fees due to rising damage costs during these rentals.

As you go through this document, please remember that within this budget, many line items and many issues concerning those line items, impact more than just one fund. For instance Executive Director, Deputy Director, Director of Finance and Marketing and Communications Coordinator salaries are

allocated over three funds. Likewise, accounts like Investment Income and Computer Maintenance Agreements are allocated between various funds at various rates.

The Board of Park Commissioners, as stewards of the Park District, provided guidance, a vision and support for the 2015 operating budget development by determining basic policy and setting the District's course for the future. In addition they are in the middle of developing a Comprehensive Plan which will guide this document in the upcoming years.

Acknowledgments

The primary effort of budget development (an annual District-wide strategic planning exercise) sets priorities and provides a framework for the 2015 fiscal year. Department Heads and their staff have incorporated into the budget document goals and objectives thought necessary to achieve our mission: *To provide quality recreation opportunities for people to enjoy life.*

We would like to thank all staff for the hours of dedicated work that went into the development of this budget document. Staff put a lot of hard work into maintaining the Park District's plan of the 2014 Budget and turned it into a reality. Thanks to all of the District's staff, the District received the Government Finance Officers Associations Distinguished Budget Presentation Award for the second time in 2014.

In addition, we would also like to express our appreciation to the seven members of the Board of Park Commissioners. As stewards of the District, the Board of Park Commissioners has provided the vision, guidance and support for the 2015 Proposed Budget development by determining basic policy and setting the District's course for the future. They have assumed accountability for fiscal control and responsibility for meeting the Lombard Park District's recreation and leisure needs with dedication, expertise and enthusiasm.

Finally, as you proceed through this document, please feel free to contact either of us prior to our budget meetings with any questions or concerns you may have. As we continue through the budget process, staff will provide the Board with updated information and any budget changes for the next scheduled meeting.

Sincerely,

Paul W. Friedrichs
Executive Director

Jason S. Myers
Director of Finance and Personnel

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Mission Statement

Providing quality recreation opportunities for people to enjoy life.

The Lombard Park District strives to provide quality recreation opportunities for people to enjoy life. All operations of the Park District are committed to do the following values pursuant to policies, procedures, and day-to-day operations:

Public Trust

- Demonstration of fiscal responsibility
- Employ competent and responsive personnel
- Include citizen participation in the decision-making process
- Guided by and committed to the democratic process
- Provide visionary leadership
- Policy governance and non-interference of politics

Environmental Preservation

- Preserve and maintain open space
- Positive sensitivity towards environmental issues
- Efficient management of natural resources
- Aesthetic enhancement of the whole community
- Provide leadership in environmental education

Human Dignity

- Promise and enforce non-discriminatory practices
- Honor open lines of communication
- Accent honesty, mutual trusts and respect
- Provide moral integrity within its decisions
- Encourage freedom and expression
- Maintain positive employer/employee relationships

Recreation Opportunities

- Promote physical, mental, and personal well-being
- Provide opportunities for social interaction.
- Offer a broad spectrum of programs, facilities and services
- Emphasize leisure education as well as personal enjoyment
- Provide methods to evaluate, improve and enhance services

Customer Satisfaction

- Identify, meet and exceed customer expectations
- Provide positive, courteous and friendly experiences
- Provide an organized, clean and safe environment for all users
- Provide responsive, timely and consistent service
- Quality will not be compromised at the expense of quantity
- Demonstrate integrity through “Satisfaction Guaranteed”

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Lombard Park District Profile

Established	On September 26, 1927, the Lombard Park District was formed and founded by Col. William R. Plum.
Governed	The Park District is governed by a seven member, volunteer Board of Commissioners each of whom serves six years. Current Board consists of President: Gregory Ludwig, Vice-President: Peter Nolan, Michael Kuderna, David Kundrot, Sarah Richardt, Char Roberts and Jim Scalzo.
Boundaries	On 450 acres of land the Lombard Park District is located in central DuPage County, 25 miles west of the downtown Chicago “loop” business district and 14 miles southwest of O’Hare International Airport. Adjacent communities include, Addison, to the north, Villa Park to the east, Downers Grove to the south and Glen Ellyn to the west.
Population	The Park District's population is approximately 43,000.
Real Estate	The equalized assessed value of real estate for 2014 is \$1,159,472,053 (most recent available).
Tax Rate	The tax rate for 2014 is .4543 per \$100 of assessed value (most recent available).
Fiscal Year Budget	The proposed operating budget, including capital projects, for 2015 is \$9,276,067. The fiscal year begins January 1 and concludes on December 31.
Budget Process	The budget process begins in late July with staff developing their budgets. The budget is then presented to the Board in October with budget meetings in November. The budget gets final approval in January. For further information, please see the Budget Process that details the entire timeline.
Bond Rating	The District issues General Obligation Bonds periodically for capital improvements. In June 2011, Standard & Poor’s gave the Park District an upgrade to an ‘AA’ rating, citing “the district’s maintenance of its strong financial reserves.” In 2013, Standard & Poor’s affirmed the ‘AA’ rating and revised the district’s Financial Management Assessment (FMA) to “good” from “standard” based on the adoption of a formal fund balance policy, multiyear financial forecasting, and regular reporting of investment holdings to the board.
Park Resources	The District includes 17 sites including 458 acres, play lots, neighborhood parks, community parks, and special use parks. Included in the acreage are 22 buildings, a water park, nine hole golf course, botanic park, nursery operation, garden plots, 22 baseball/softball fields, 16 soccer/football fields, 8 tennis courts, 8 basketball courts, 17 playgrounds, and 4 picnic sites with reservation. The 22 buildings include restroom facilities, storage areas, a greenhouse, a log cabin, and two community buildings.

Lombard Park District Profile

Programs and Services

The District provides a full range of activities and services year-round. Major recreation programs include athletics, fitness, music, arts and crafts, performing arts, preschool programs, museum programs, swimming, tennis, senior programs, day camps, special events, trips, and a before- and after-school program for grade school children. In 2014, it is estimated to have 25,304 people registered for recreation programs, an additional estimate of 18,543 golfers and 60,260 pass and paid entries to Paradise Bay.

Administrative Staff

The District has five members of the Administrative Staff. They are Paul W. Friedrichs, Executive Director; Jason S. Myers, Director of Finance and Personnel; Rick C. Poole, Deputy Director; Kevin Ingram, Superintendent of Golf Course Operations; and William Sosnowski, Superintendent of Parks.

Staff

The District has an appointed executive director responsible for administrative efforts of the Park District including 32 full-time staff, nine year-round part-time employees, approximately 410 seasonal employees and hundreds of volunteers. Full time equivalent employees by department are as follows: 9.0 Administration, 34.0 Recreation, 6.5 Golf Course and 27.5 Maintenance. A copy of the 2015 Organizational Chart is on the following page.

Affiliations

The District is affiliated with the National Recreation and Park Association (NRPA), the Illinois Association of Park Districts (IAPD), the Illinois Park and Recreation Association (IPRA), and Park District Risk Management Association (PDRMA).

Awards

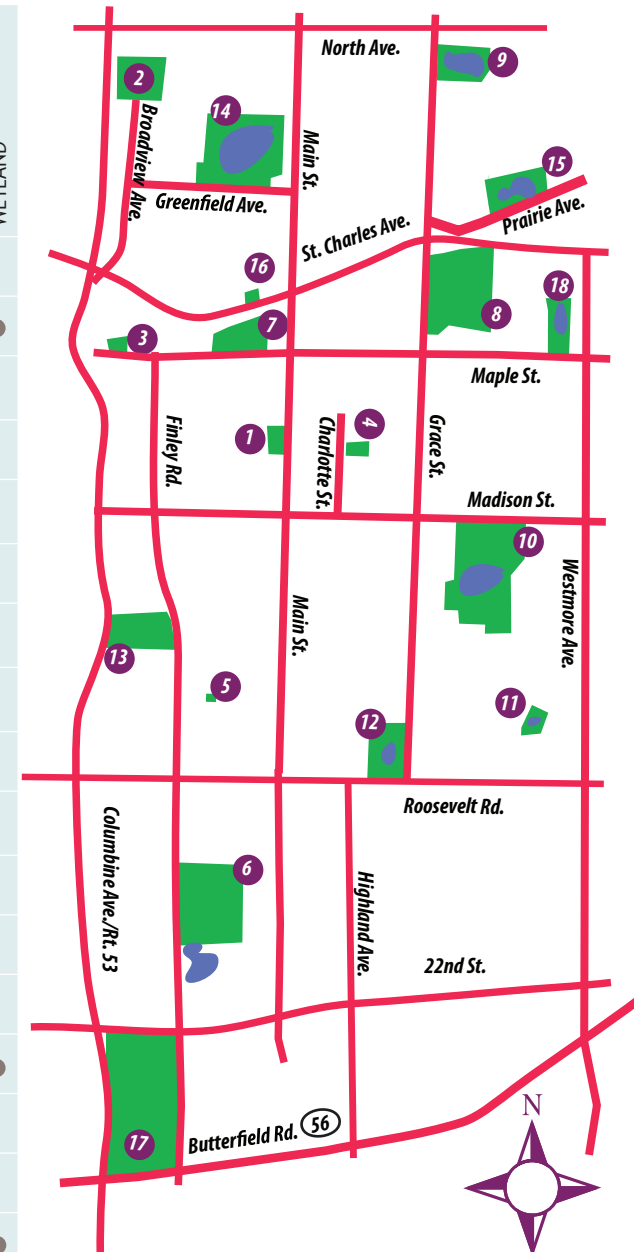
The District has received the following awards in 2014: 2013 Certificate of Achievement for Excellence in Financial Reports from GFOA, 2014 Distinguished Budget Presentation Award from GFOA, First Place for Print Advertisement at the 2014 IPRA/IAPD State Conference and The StarFish Aquatics Institute 5 – Star Aquatic Safety Award.

Contact

Lombard Park District: 1-630-627-1281;
Fax: 1-630-627-1286;
E-mail: info@lombardparks.com
Web Site <http://www.lombardparks.org>

Lombard Park District Parks and Facilities

	ACRES	MAP #	AQUATIC FACILITY	BASEBALL FIELD	BASKETBALL COURT	BOATING (permit req'd)	FITNESS CENTER	FISHING	FOOTBALL FIELD	FRISBEE GOLF	GOLF - 9 HOLES	HORTICULTURAL AREA	ICE SKATING	NATURAL AREA	PLAYGROUND	PICNIC AREA (reservable)	RENTAL FACILITY	RESTROOM	SAND VOLLEYBALL	SHELTER (reservable)	SKATE PARK	SLEDDING	SOCCER FIELD	SOFTBALL FIELD	SPLASH / SPRAY PARK	TENNIS COURT	WALKING PATH	WETLAND
Babcock Grove Memorial Garden Park Rd. at Washington Blvd.	0.48	1																										
Broadview Slough Broadview Ave. & Crystal Ave.	19.8	2												●														●
Crescent Tot Lot Crescent Blvd. east of Finley Rd.	0.75	3													●													
Eastview Terrace Charlotte St. at Circle Terr.	0.53	4																										
Edson Park Morris Ave. & Edson St.	0.34	5													●												●	
Four Seasons Finley Rd. & 16th St.	39	6		●	●	●		●							●		●	●	●			●	●	●			●	
Lilacia Park Park Ave. & Parkside Ave.	5.89	7										●															●	
Lombard Common Grace St. & St. Charles Rd.	49.3	8	●	●	●				●	●			●		●	●	●	●		●			●	●		●	●	
Lombard Lagoon Grace St. & Marcus Dr.	10.8	9				●		●					●		●		●			●							●	
Madison Meadow Madison St. & Ahrens Ave.	86.7	10		●	●	●		●	●	●			●		●	●		●		●	●			●		●	●	
Old Grove Michelle Ln. & Lewis Ave.	8.3	11						●						●	●								●					
Southland Grace St. & Central Ave.	15.6	12		●				●							●								●				●	
Sunset Knoll Finley Rd. & Wilson Ave.	36.9	13		●	●		●	●					●	●	●		●			●		●	●		●		●	
Terrace View Elizabeth St. & Greenfield Ave.	48.7	14		●		●		●						●	●												●	●
Vista Pond Edgewood Ave. & Greenfield Ave.	10.4	15				●		●							●												●	
Water Spray Park St. Charles Rd. west of Main St.	0.25	16																●							●			
Western Acres Golf Course 2400 W. Butterfield Rd, Lombard	64	17									●			●			●	●										●
Westmore Woods Maple St. & Highland Ave.	21.2	18		●				●				●		●	●								●	●			●	



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List of Principal Officers

Board of Park Commissioners



Gregory Ludwig
President



Peter Nolan
Vice President



Michael Kuderna
Commissioner



David Kundrot
Commissioner



Sarah Richardt
Commissioner



Char Roberts
Commissioner



Jim Scalzo
Commissioner

Administrative Staff



Paul W. Friedrichs
Executive Director



Rick C. Poole
Deputy Director



Jason S. Myers
Dir. of Finance/Personnel

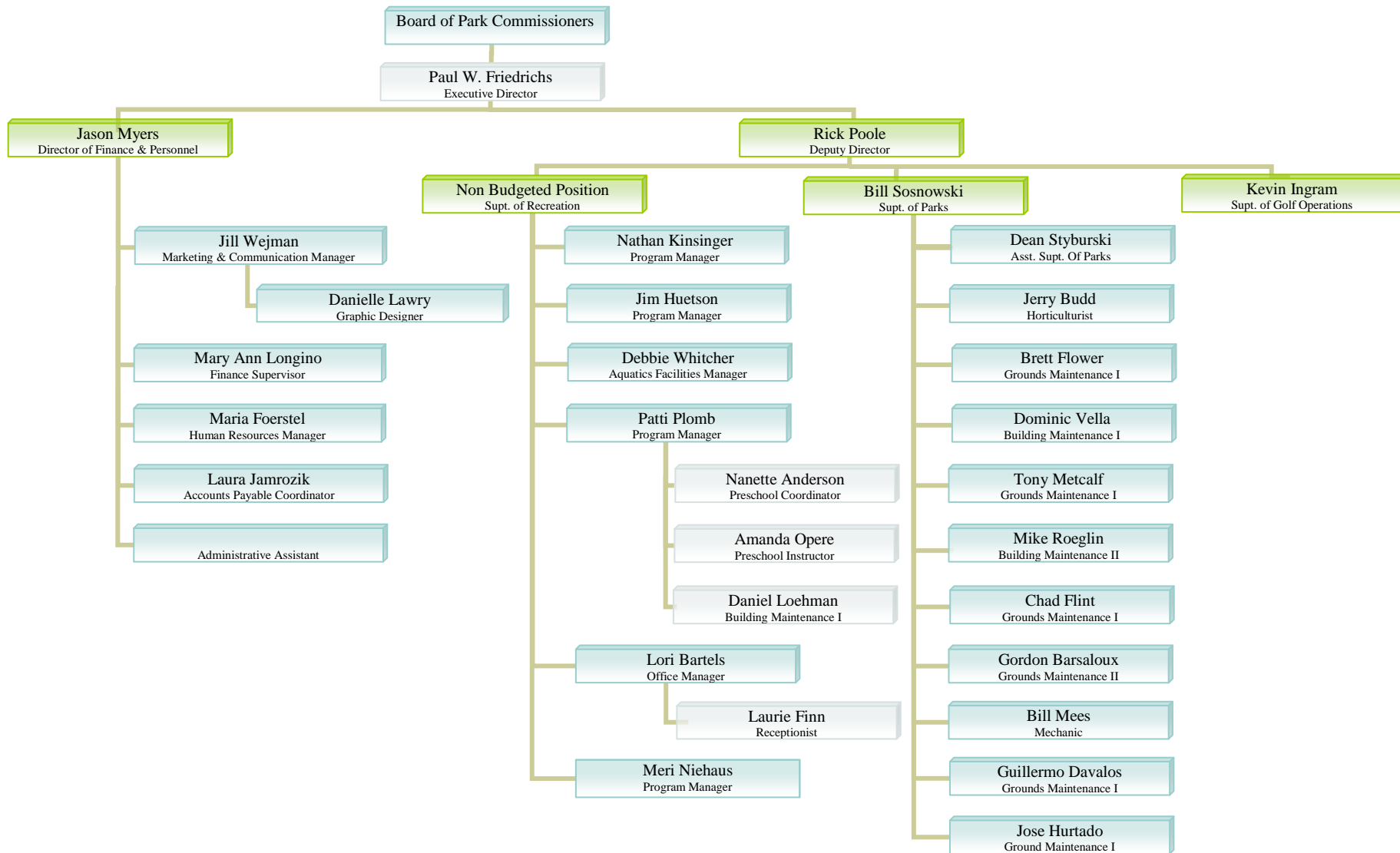


William Sosnowski
Supt. of Parks

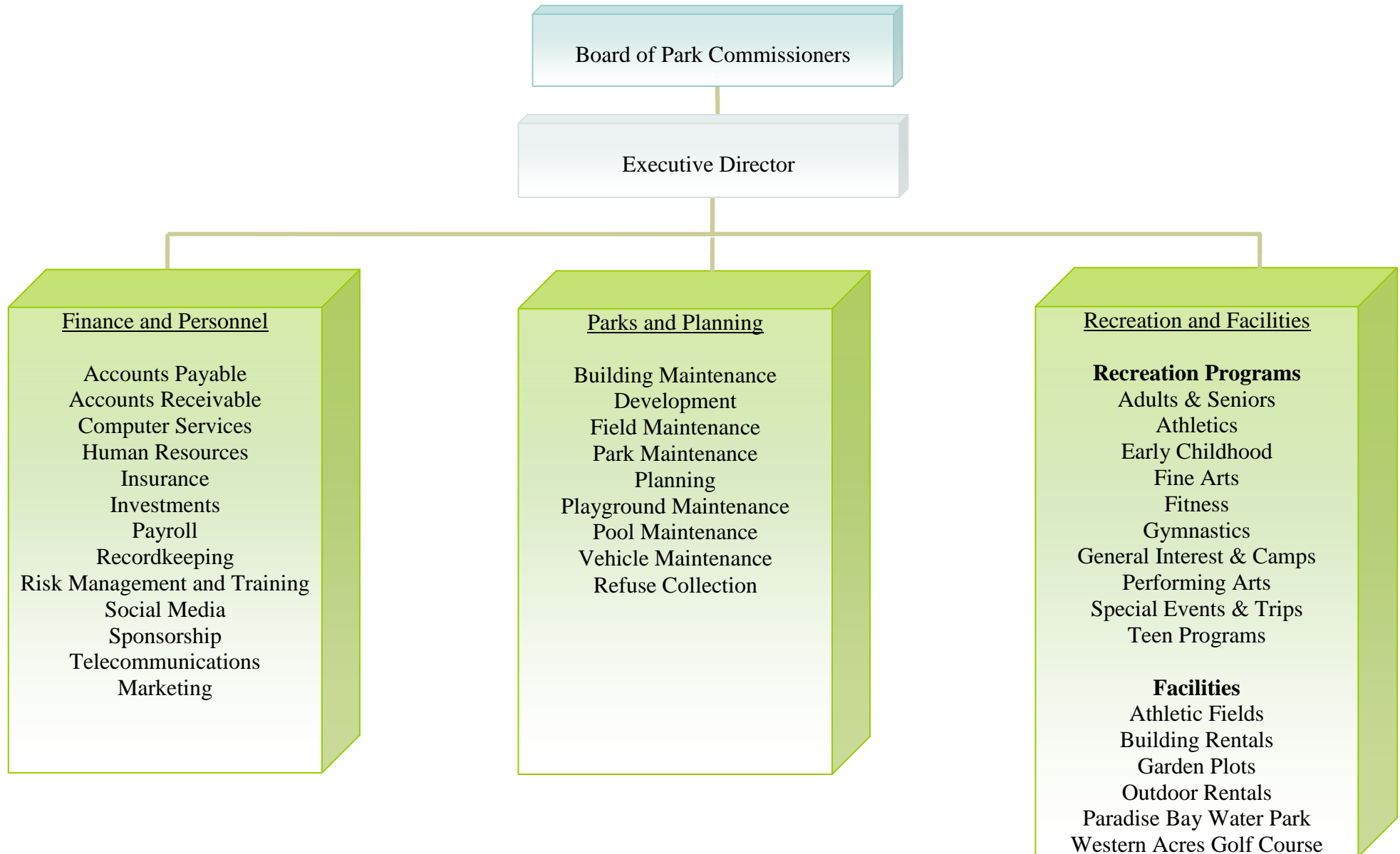


Kevin Ingram
Supt. of Golf Operations

Lombard Park District Organizational Chart 2015



Organizational Chart by Function



Budget Process

Basis for the budget includes background material from the District's Capital Replacement Plan and ADA Accessibility Plan. These comprehensive plans were developed to coordinate all facets of the Park District's operation including community needs, facilities, budget and personnel in an effort to maximize existing resources. The plans are an integral part of the budget planning process. As projects are approved, the effects of those capital improvements are made a part of the operating budget.

The District combines a year-end review with the next year's budget to assure that the base line information used for comparison purposes is reasonably close to year-end expectations. Detail budgeting begins in August and several review meetings take place September through November. The draft annual budget and capital improvements are presented to the Board of Park Commissioners at Committee of the Whole meetings in November. The Annual Budget is tentatively approved for public display in December. It is on display at the Park District's Administration Office, 227 W. Parkside Ave, Lombard, IL and on the website at lombardparks.org thirty days prior to the public hearing in January and the adoption of the Budget and Appropriation Ordinance. In addition, public notice is published in the local press for the January public hearing. Finally, the Budget and Appropriation Ordinance must be adopted before the first quarter of each year and filed with the DuPage County Clerk within 30 days of adoption.

State law prohibits further appropriation at anytime within the same fiscal year. The Board of Park Commissioners has the authority after the first six months of the fiscal year to make transfers between various items in any fund in the appropriation ordinance with two-thirds vote. Transfers cannot exceed 10%, in the aggregate, of the total amount appropriated for the fund or item that is having funds reallocated.

Budget Implementation and Monitoring

The budget process continues with implementation of budget policies during the process. Goals and objectives of the budget are translated into purchase orders and check requests. Management and program supervisors receive monthly reports detailing budget status on a monthly and year-to-date activity basis to actively monitor the budget policy implementation.

Budget policies are implemented on a timely basis. Policies, such as pool and golf fee increases, are put into effect at the beginning of the season and recreational program increases take place in the winter session of classes. Monitoring of registration fees is an on-going basis with the review of individual programs for each program season.

Budgetary control is employed as a management control device during the year through an internal reporting process. The process includes verification of appropriation amounts prior to expenditures and monthly review of all account totals compared with appropriations. Additionally, the Board of Park Commissioners reviews all expenditures, with a monthly review of all account totals compared with the appropriations and projected year-end totals.

Lombard Park District 2014 Tax Levy & 2015 Budget Calendar

August

Staff completes draft of Capital Improvements (Aug. 22)

September

Staff Enters Budget Information in MSI (Sept. 5)

Line Item Notes (Sept. 5)

Submit Goals & Objectives (Sept. 5)

Commissioner Goals and Objectives (Sept. 5)

Manager Meetings with Deputy Director (Sept. 10, 11 & 12)

Survey Results (Sept. 11)

Fee History (Sept. 11)

Meetings with Supt. Finance & Personnel (Sept. 16, 18 & 19)

Changes Due in MSI (Sept. 19 at 5 pm)

Meet with Executive Director (week of Sept. 29)

October

Modify Budgets based on Budget Report by Fund (Oct. 10)

Budget Document delivered to Board (Oct. 28)

**Truth in Taxation Compliance - Initial Estimate of Tax Levy -
Board Meeting (Oct. 28)**

Review and Initiate 2015 Capitals – (Oct. 28)

November

Review Proposed Budgets – C.O.W. (Nov. 4 & Nov. 11)

Review Salary and Employee Benefits Package – C.O.W.
(Nov. 4)

Approve Goals & Objectives at Nov. Board Meeting (Nov. 18)

Staff completes Employee Performance Appraisals (Dec. 5)

Items in red involve public input.

December

Revisions to Proposed Budgets per Board Consensus (Dec. 5)

Tentative Approval of the 2014 Budget (Dec. 16)

Adopt 2014 Tax Levy Ordinance (Dec. 16)

Display for Public Viewing (Dec. 17)

Staff Completes Salary Schedules/Reviews (Dec. 22 – Dec. 29)

January

Public Hearing – 2015 Budget (Jan. 27, 2015)

Adopt 2015 Budget & Appropriation Ordinance (Jan. 27, 2015)

February

File the Budget and Ordinance with proper certification with
the County Clerk's Office (no later than February 20, 2015)

June

The Board of Park Commissioners may amend the Budget and Appropriation Ordinance in the same manner as its original enactment. After six months of the fiscal year and by two-thirds vote, the Board of Park Commissioners may transfer any appropriation item it anticipates being unexpended to any other appropriation item. Such transfers, in the aggregate, may not exceed ten percent of the total amount appropriated in such fund. (June 30, 2015)

Lombard Park District's 2014 Budget seeks to meet important community and organization needs while maintaining the fiscal discipline necessary to ensure fulfillment of the District basic commitment: Providing quality recreation opportunities for people to enjoy life.

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Lombard Park District for its annual budget for the fiscal year beginning January 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications devise.

This award is valid for one year only. The District believes the current budget continues to conform to program requirements and will be submitting it to GFOA to determine its eligibility for another award.



Financial Policies

The Lombard Park District maintains a conservative, fiscally prudent approach to budgeting and management of its fiscal affairs. The overall goal of the District's financial policies is to establish and maintain effective management of Park District financial resources. Formal policy statements provide the foundation for achieving this goal. This section outlines the policies used in guiding the preparation and management of the District's overall budget and the major objectives to be accomplished.

Accounting, Auditing, and Financial Reporting Policies

Policy

- The Park District will maintain its position as a leader in producing financial reports in conformance with generally accepting accounting principles and pronouncement by the Governmental Accounting Standards Board (GASB). The Park District follows generally accepted accounting principles in accounting for the funds of the District.
- The District uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.
- All governmental funds, including, General Corporate, Recreation, Special Recreation, Debt Service and Capital Project funds are accounted for using the modified accrual basis of accounting for both the budget and audit, with revenues being recorded when the services or goods are available and measurable. Expenditures are recorded when the liability is incurred. General property tax revenue is recognized as revenue at the time it is considered measurable and available to finance current expenditures. The District uses a detailed line item budget for accounting expenditure control, and monitoring purposes.
- The Comprehensive Annual Financial Report (CAFR) shows the status of the District's finances on the basis of "generally accepted accounting principles" (GAAP). This is consistent with the way the District prepares its budget.
- The District strives to meet guidelines and criteria to receive the Government Finance Officers Association (GFOA) Certificate of Excellence in Financial Reporting. The District has received the award annually since 1999.

Compliance

Annually independent auditors perform an audit of financial practices and during the 2013 Audit the auditors did not make any statements regarding non-compliance.

The District uses nine different funds for financial reporting.

This is actively monitored by the Director of Finance and Personnel as Finance Supervisor on a daily basis. Department heads and managers monitor their areas of supervision and receive monthly detailed financial reports to ensure accuracy.

In 2013, independent auditors prepared the CAFR and made no statements about non-compliance

The District received the Award of Financial Reporting Achievement from GFOA for the 2013 Audit

- An annual audit will be performed by an independent public accounting firm; with an audit opinion to be included with the Park District's published Annual Financial Report.
- The annual budget document provides basic understanding of the District's planned financial operations for the coming year. This budget conforms to the Government Finance Officers Association's program requirements, and will be submitted to GFOA to determine its eligibility for the award. The District received this award annually since 2013.

Investment and Cash Management Policy

Policy

- The District adheres to treasury management practices permitted by state statutes and adopted investment policies. The primary objective is to invest public funds in a manner which will provide a competitive investment return with the maximum security while meeting daily cash flow demands of the District and conforming to all state statutes governing the investment of public funds.

Operating Budget Policies

Policy

- The Park District is committed to providing quality park areas and recreational facilities and services to meet the demands of resident of the Lombard Park District.
- A comprehensive annual budget will be prepared for all funds expended by the Park District.
- The budget will be prepared in such a manner as to facilitate its understanding by citizens and elected officials.
- The Park District is committed to providing all Park District services and operations in a responsive, efficient and cost effective manner.

Independent auditors performed the most current audit which was the 2013 Audit.

The District received this award in 2014 and will submit the 2015 Budget to GFOA for this award.

Compliance

The District's Treasurer actively manages the cash flow for the District. In addition, any investments are through the Illinois Trust which is rated AAAM by Standard and Poor's.

Compliance

A Capital Replacement Plan has been designed and reviewed regularly to ensure quality parks and facilities. In addition, money is spent every year to help improve such facilities.

The 2015 Budget demonstrates the comprehensive annual budget.

Public meetings take place to discuss the budget and the overview is designed to prove a basic understanding of the entire budget.

Staff performs regular surveys to determine the needs of the community and offer programs that are affordable and fiscally responsible.

- The District is committed to complying with the American with Disabilities Act (ADA) through funding for facility improvements, training of employees and offering of programs.
- The Board of Park Commissioners and staff complied with state law when preparing and adopting the tax levy.
- Pension (IMRF), audit, liability, and special recreation (NEDSRA) have separate tax levy extensions, and are accounted for in separate funds. This is required under Park District statute.
- The Park District continues to work toward the goal that operating expenditures will not exceed projected revenues. Exceptions to this goal are planned reduction in fund balance reserves; a portion of the fund balance reserves may be used for capital repair and replacement; a portion may need to cover unanticipated drops in revenue or increases in costs. Ending fund balances must meet minimum policy levels. It is allowable for total expenditures to exceed revenue in a given year as long as the projected ending fund balance meets minimum policy levels.
- The Park District considers the budget balanced if operating revenues are equal or greater than operating expenditures.
- The Park District is committed to meeting PDRMA (risk management agency) safety rules and regulations. In fact, in 2012 the District successfully passed its audit and will be re-accredited for three more years.
- The District may accumulate funds for the purpose of building repairs and improvements.

The District's ADA Plan is reviewed on a regular basis and annually money is spent to improve the District's ADA compliance.

This is evident through the filing of the annual Tax Levy Ordinance.

Separate funds have been established and spending from these funds is monitored on a regular basis to ensure compliance.

Staff provides detailed information on fund balance in order to show the impacts of the operating budget. Capital Fund balance is reported separately in order to gain a better understanding of the operating budget.

The Budget Presentation provided to the Board illustrates the net position change before Capital Expenses.

The Safety Committee meets on a monthly basis to review safety rules and regulations. In addition, the District will be going through the re-accreditation process in 2015.

Any funds accumulated are reported within the fund balance report under Capital Projects.

Debt Policy

The Park District's primary objective in debt management is to keep the level of indebtedness within available resources. It is imperative to keep the debt, within the legal debt limitations established by state law, at a minimum cost to the taxpayer. The District adheres to the following guidelines when approaching the option of debt as a source of revenue:

Policy

- Debt is used only to provide funding for essential and necessary capital projects. Long-term borrowing will not be used to finance current operations or normal maintenance.
- The goal of providing cost-effective services must be weighed against the ability to borrow at the lowest possible rate.
- Benefits of the improvement must outweigh its costs, including the interest cost of financing.
- Financing of the improvement will not exceed its useful life.
- All debt issued, including lease-purchase methods, will be repaid within a period not to exceed the expected useful life of the improvements financed by the debt.
- The cumulative debt profile will be retired within an average life of 10 years.

Revenue Policies

Policy

- The District will estimate annual revenues on an objective, reasonable and conservative basis. Revenues will be estimated based on historical trend analysis. Staff conducts an in-depth analysis of most revenues annually including customer needs, cost to provide the service, market conditions, target markets, trends, climate impact and facility availability.
- The District proposes program fees and taxes that exceed general operating expense each year to generate a surplus for emergency, reserves and future capital projects.
- Registration fees are based on the District's revenue policy. Non-resident fees are more than resident fees. Program pricing is intended to cover direct and indirect costs, and be within an acceptable range of what other park districts or private enterprises are charging for similar services.
- Non-residents do not support the Park District through taxes and therefore are charged an

Compliance

The Board of Park Commissioners annually approve the capital spending to ensure compliance and will approve all debt issued.

This analysis took place the last time debt was issued in 2014.

Annual analysis is performed prior to the approval of any capital projects.

Annual analysis is performed prior to the approval of any debt.

The District issues debt for two years for items that have a useful life between three and ten years.

The current average life is five years.

Compliance

Compliance to this policy is reviewed and discussed each year during the budget process.

This is monitored through analysis of the operating budget (non-capital expenses).

The Deputy Director reviews this during the budget process through a fee history, fee comparison, and detailed program budgets.

This is evident on a quarterly basis through the

additional fee to assist with paying for overhead, facility maintenance and program development expenses that are normally covered by taxes.

- Recreation programs attempt to recover 100% of direct costs and a portion of indirect costs on a budget year basis. However, on an individual basis, some programs are subsidized (free) while other programs recover additional costs.
- Golf course fees are based on the District's revenue policy and are approved by the Board of Park Commissioners at the January 27, 2015 Regular Board Meeting.
- The Park District will actively pursue opportunities for grant funding and sponsorship.

Expenditure Policies

Policy

- The budget will provide for adequate maintenance of capital, plant and equipment and for their orderly replacement
- The responsibility for purchasing rests solely with the department heads of the Park District, with final approval for purchases acknowledged by the executive director. Authorization for purchases of unbudgeted products or services must include the source of additional funds or a corresponding reduction in the budgeted, which will fund such a request.
- An operational control of department budgets is maintained by preliminary check of funds availability on a line-item basis. Each department is responsible for ensuring funds are available within the specific line-item before the issuance of purchase orders.
- The Park District is committed to updating the capital improvement plan and ADA improvement plan.
- Salaries and wages of full-time staff will be projected based on authorized staffing levels (Appendix XIV, Statistical Section, Table 2). Projections will comply with the existing compensation plan. Overtime and seasonal work is budgeted separately.

Activity Guide.

Compliance to this policy is meant through the detailed review of budgets in September.

The Board of Park Commissioners approves the fees on an annual basis.

The District has applied for grants during 2014 and received several sponsorships. These monies are tracked and spent per the agreements.

Compliance

The budget reports detail such spending and are approved by the Board of Park Commissioners.

The Accounts Payable Coordinator monitors this whenever an invoice is paid and the Executive Director signs off on all payments.

Employees who have purchasing authority monitor compliance with the Accounts Payable Coordinator having final review.

Staff has updated these plans and includes them in the annual budget.

Annually discussions on salaries and wages and changes in staffing levels takes place in September and get approved by the Board.

Capital Improvement Policies

Policy

- The purpose of the Capital Replacement Schedule is to systematically plan, schedule and finance capital projects to ensure cost-effectiveness. The plan is updated annually. Capital budget appropriations lapse at the end of the fiscal year, however, they are re-budgeted until the project is complete. As capital improvement projects are completed, the operations of these facilities are funded in the operating budget.
- A capital outlay is defined as an item or project that costs \$1,500 or more and has a life of at least three years.

Compliance

Staff reviews and updates the Capital Replacement Plan on an annual basis and provides details on capital projects with the Capital Fund each year.

The Director of Finance & Personnel monitors this when capital project ideas are submitted.

Fund Balance Policies

The District has established fund balance policies for the government funds. A portion of the fund balance reserves may be used for capital repair and replacement; a portion may need to cover unanticipated drops in revenue or increases in costs. Ending fund balance must meet minimum policy levels. It is allowable for total expenditures to exceed revenues in a given year as long as the projected ending fund balance meets minimum policy levels.

Policy

- The General Corporate Fund restricts a portion of fund balance based on the amount of deferred property tax revenue at fiscal year-end. The General Fund assigns a minimum of 25% of the annual budgeted expenditures for fiscal sustainability.
- The Recreation Fund restricts a portion of fund balance based on the amount of deferred property tax revenue at fiscal year-end. The Recreation Fund assigns a minimum of 25% of the annual budgeted expenditures for fiscal sustainability.
- The Debt Service, Special Recreation, Audit, Liability Insurance, Social Security, IMRF and Capital Projects Funds do not have established fund balance limits due to the nature of the transactions accounted for in these funds.

Compliance

The estimated year end fund balance for the Corporate Fund is 47.6% and is increasing to 48.2 % in 2015, which means the District is in compliance with this policy

The estimated year end fund balance for the Recreation Fund is 41.2% and increasing to 44.1% in 2015, which means the District is in compliance with this policy

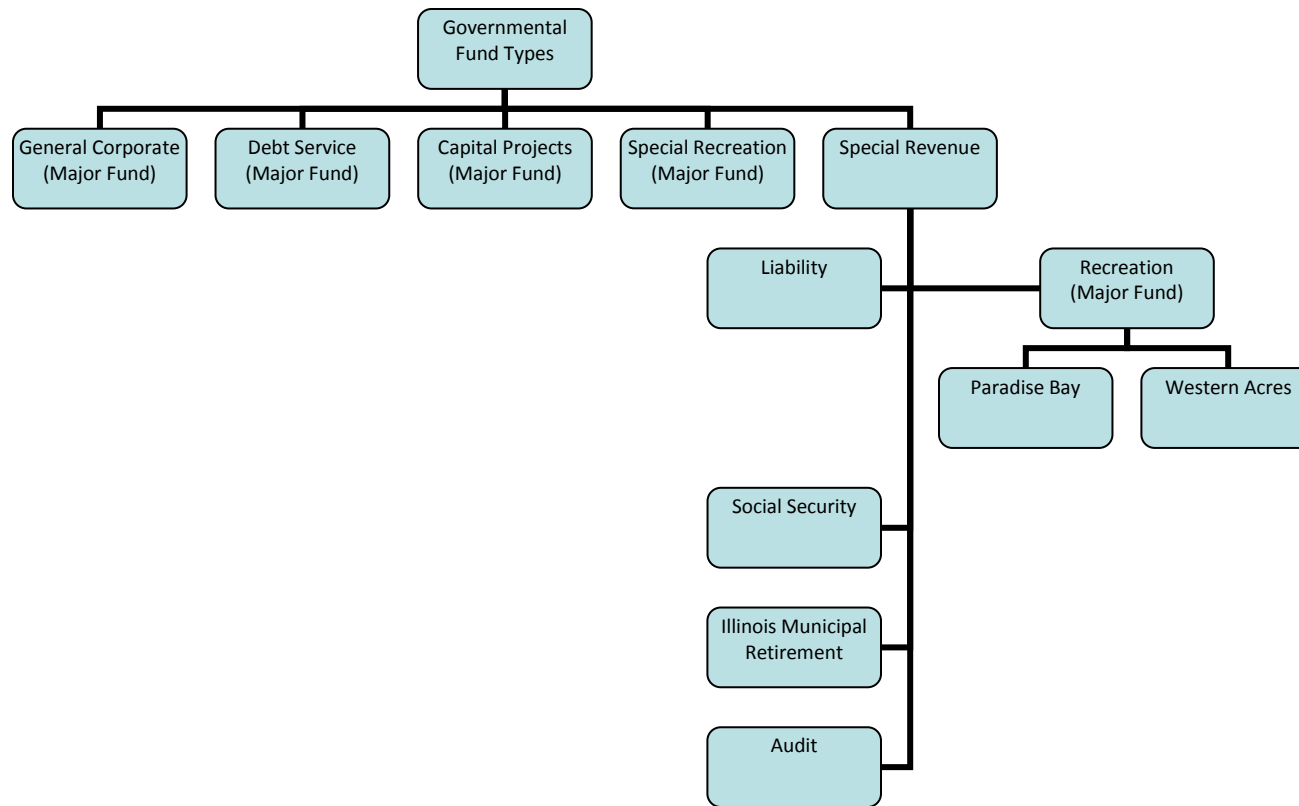
All of these funds have a positive fund balance and are in full compliance with this policy.

Fund Structure

In governmental accounting, all financial transactions are organized within funds. The Park District abides by Generally Accepted Accounting Principles (GAAP) governing the use of funds. First, a fund contains a group of accounts segregated for certain purposes.

Second, the financial transactions related to these purposes will be recorded in the accounts of the fund. Third, these accounts must be self-balancing and must include information about all the financial resources revenues, expenditures and fund balance. The Park District uses a detailed line item format to monitor revenues and expenditures.

The Park District makes use of five Governmental Fund types, General Corporate Fund, Recreation Fund, Special Recreation Fund, Debt Service Fund, Capital Projects Fund and Non-Major Funds (Liability Fund, Social Security Fund, Illinois Municipal Retirement Fund and Audit Fund).



Major Funds

General Corporate Fund – This fund is used to account for the administrative, maintenance, parks and all other financial resources except those required to be accounted for in another fund. The primary funding is provided from property taxes, TIFF proceeds, reimbursements and contracts, rentals, donations and interest income.

Recreation Fund – The Recreation Fund is used to account for operations of all recreation programs. Financing is provided from program fees, an annual property tax levy, rentals, reimbursements & contracts, merchandise for resale, donations, and interest income. This includes all revenue from the Recreation Department, Paradise Bay Water Park and Western Acres Golf Course which all make up the Recreation Fund.

Special Recreation Fund – This fund was established to account for revenues derived from a specific annual property tax levy and expenditures of these monies to Northeast DuPage Special Recreation Association, to provide special recreation programs for the physically and mentally handicapped.

Debt Service Fund – The Debt Service Fund is used to account for the short-term and long-term payment of principal and interest on borrowed funds. It was established to account for the accumulation of resources and payments of general obligation bond principal and interest. The District issues general obligation bonds to provide funds for the acquisition and construction of major capital improvements. General obligation bonds have been issued for general government activities and are direct obligations and pledge the full faith and credit of the Park District. Financing is provided from the annual tax levy.

Capital Projects Fund – This fund is used to account for financial resources to be used for the acquisition or construction of major capital projects.

Non-Major Funds

Liability Fund – This fund accounts for the operation of the Park District’s insurance and risk management activities. Financing is primary provided from an annual property tax levy. This fund records the insurance expenditures.

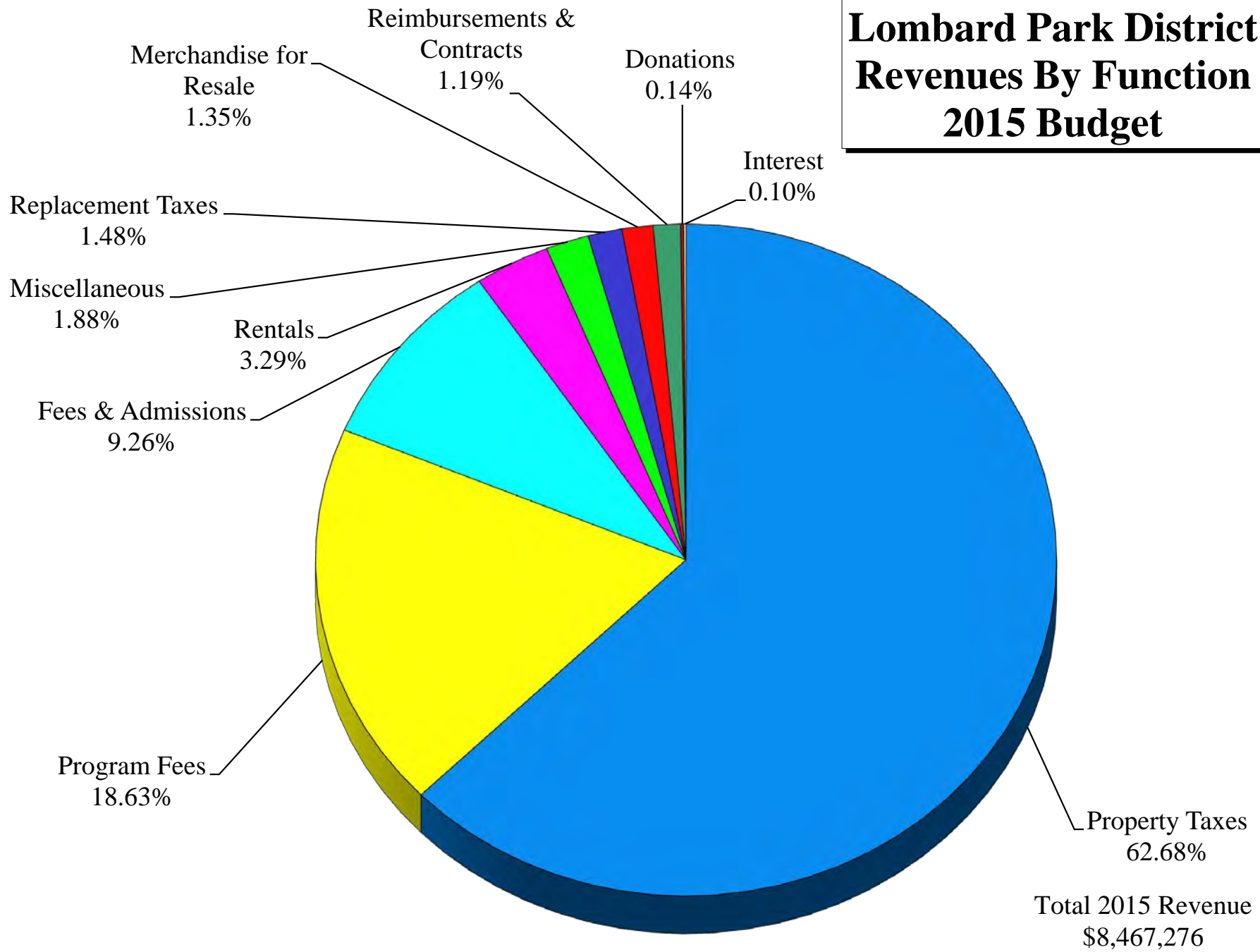
Social Security Fund – The Social Security Fund is used to account for revenues derived from an annual property tax levy for purposes of meeting costs associated with participation in the “Social Security Act.”

Illinois Municipal Retirement Fund – The IMRF Fund accounts for the activities resulting from the Park District’s participation in the Illinois Municipal Retirement Fund. Revenues are provided by a specific annual property tax levy, which produces a sufficient amount to pay the Park District’s contributions to the Fund on behalf of the Park District’s employees. Payments to IMRF and receipt of property taxes are the major activities in this fund.

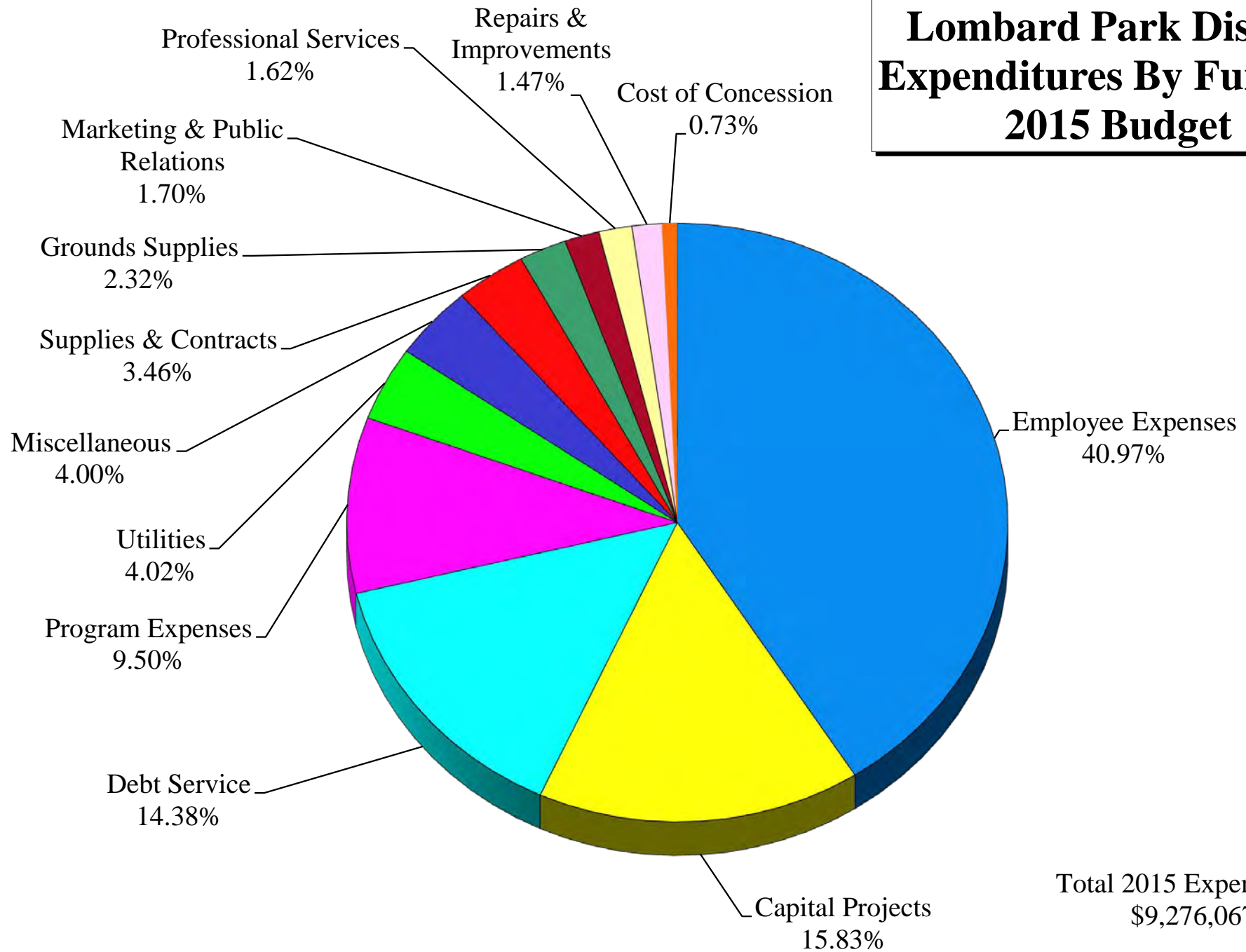
Audit Fund – This fund accounts for the expenditures related to the Park District’s annual financial compliance audit which is mandated by State statute. Financing is provided from an annual property tax levy, the proceeds of which can only be used for this purpose. Transactions consist of property taxes received and audit expense

In addition these funds are organized in two major areas: Administrative Funds and Recreation Funds. The Administrative Funds are the General Corporate, Special Recreation, Liability, Debt Service, Social Security and Illinois Municipal Retirement Funds. The Recreation Funds are the Recreation, Paradise Bay Water Park and Western Acres Golf Course Funds. Each fund is considered a separate accounting entity. A listing and definition of funds, activities and their relationship were detailed above.

Lombard Park District Revenues By Function 2015 Budget



Lombard Park District Expenditures By Function 2015 Budget



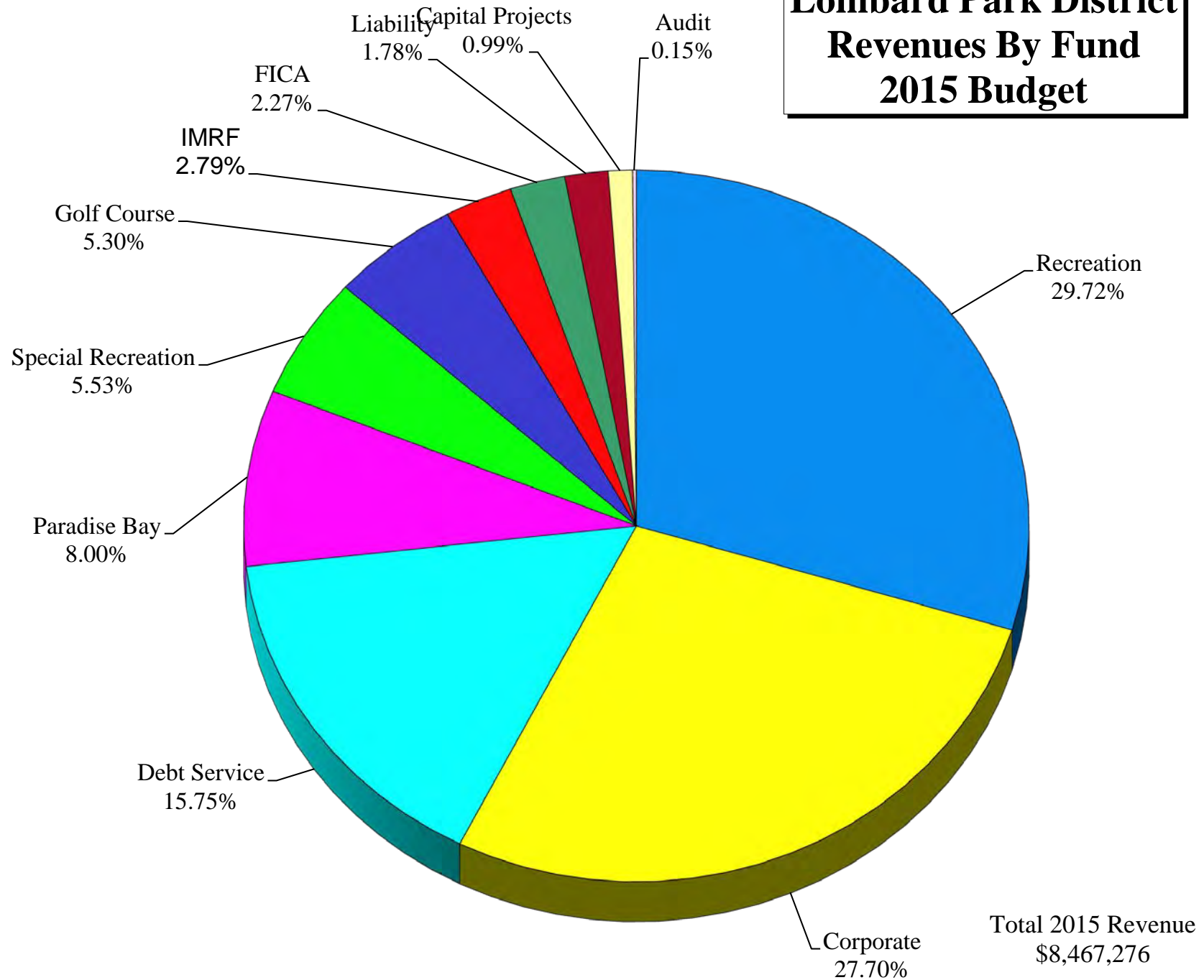
Total 2015 Expenditures
\$9,276,067

Lombard Park District
Fund Summary - Proposed Budget Report
All Funds
Fiscal Year 2015

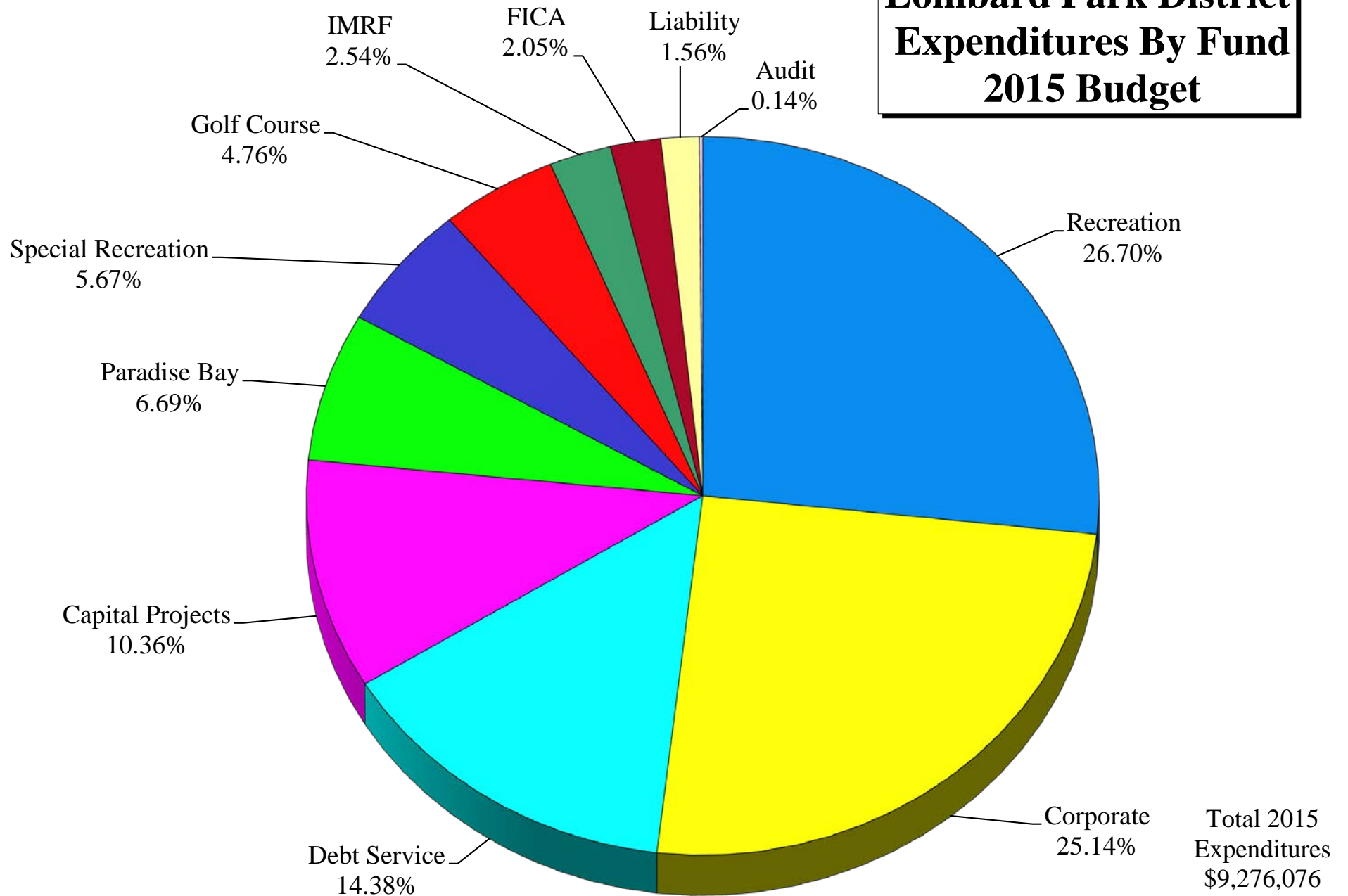
Account Number	Corporate Fund 5	Recreation Fund 10	Pool Fund 20	Golf Fund 30	Spec. Rec. Fund 40	Liability Fund 50	Debt Serv. Fund 60	FICA Fund 70	IMRF Fund 75	Audit Fund 80	Cap. Proj. Fund 90	TOTAL
REVENUE												
210 Taxes	\$ 2,158,154	\$ 884,348	\$ -	\$ -	\$ 468,392	\$ 146,372	\$ 1,333,980	\$ 192,199	\$ 236,177	\$ 13,100	\$ -	\$ 5,432,722
220 Interest	3,327	811	-	341	21	219	-	149	171	-	3,159	8,198
230 Fees & Admissions	-	-	452,694	330,983	-	-	-	-	-	-	-	783,677
240 Rentals	32,521	122,394	48,630	74,969	-	-	-	-	-	-	-	278,514
320 Merchandise for Resale	-	14,125	62,339	38,046	-	-	-	-	-	-	-	114,510
330 Donations	8,000	4,150	-	-	-	-	-	-	-	-	-	12,150
340 Reimbursements & Contracts	65,664	15,287	15,315	-	-	4,090	-	-	-	-	-	100,356
350 TIFF Proceeds	77,420	-	-	-	-	-	-	-	-	-	-	77,420
360 Miscellaneous Income	200	310	173	318	-	-	-	-	-	-	81,028	82,029
410 Program Fees	-	1,475,256	98,339	4,105	-	-	-	-	-	-	-	1,577,700
	<u>\$ 2,345,286</u>	<u>\$ 2,516,681</u>	<u>\$ 677,490</u>	<u>\$ 448,762</u>	<u>\$ 468,413</u>	<u>\$ 150,681</u>	<u>\$ 1,333,980</u>	<u>\$ 192,348</u>	<u>\$ 236,348</u>	<u>\$ 13,100</u>	<u>\$ 84,187</u>	<u>\$ 8,467,276</u>
TOTAL REVENUE												
EXPENSE												
510 Employee Expenses	\$ 1,584,296	\$ 1,100,931	\$ 277,071	\$ 269,596	\$ 7,110	\$ 136,063	\$ -	\$ 190,168	\$ 235,338	\$ -	\$ -	\$ 3,800,573
520 Utilities	126,693	143,783	74,297	27,721	-	-	-	-	-	-	-	372,494
530 Repairs & Improvements	76,796	25,402	18,069	16,400	-	-	-	-	-	-	-	136,667
540 Supplies & Contracts	201,527	52,760	17,476	47,486	-	2,000	-	-	-	-	-	321,249
550 Grounds Supplies	162,439	-	18,184	34,715	-	-	-	-	-	-	-	215,338
560 Professional Services	129,159	-	3,000	-	-	5,000	-	-	-	12,900	-	150,059
610 Marketing & Public Relations	43,270	92,528	13,194	7,238	-	1,500	-	-	-	-	-	157,730
620 Permits & Licenses	-	-	2,531	-	-	-	-	-	-	-	-	2,531
630 Merchandise - Cost of Sales	-	12,105	30,960	24,642	-	-	-	-	-	-	-	67,707
640 Banking & Credit Card Fees	6,016	37,981	7,540	9,035	-	-	-	-	-	-	-	60,572
650 Special Recreation	-	-	-	-	292,623	-	-	-	-	-	-	292,623
670 Miscellaneous Expense	1,900	10,074	900	1,985	-	-	-	-	-	-	-	14,859
710 Program Salaries	-	321,909	43,838	2,400	-	-	-	-	-	-	-	368,147
720 Program Supplies	-	144,476	7,900	500	-	-	-	-	-	-	-	152,876
730 Program Contractual Services	-	357,307	2,600	-	-	-	-	-	-	-	-	359,907
900 Capital Expenditures	-	177,850	103,073	-	226,653	-	-	-	-	-	69,300	576,876
903 2008 Bond	-	-	-	-	-	-	523,800	-	-	-	-	523,800
905 2013 Bond	-	-	-	-	-	-	810,180	-	-	-	891,879	1,702,059
	<u>\$ 2,332,096</u>	<u>\$ 2,477,106</u>	<u>\$ 620,633</u>	<u>\$ 441,718</u>	<u>\$ 526,386</u>	<u>\$ 144,563</u>	<u>\$ 1,333,980</u>	<u>\$ 190,168</u>	<u>\$ 235,338</u>	<u>\$ 12,900</u>	<u>\$ 961,179</u>	<u>\$ 9,276,067</u>
TOTAL EXPENSE												
TOTAL REVENUE	\$ 2,345,286	\$ 2,516,681	\$ 677,490	\$ 448,762	\$ 468,413	\$ 150,681	\$ 1,333,980	\$ 192,348	\$ 236,348	\$ 13,100	\$ 84,187	\$ 8,467,276
TOTAL EXPENSE	2,332,096	2,477,106	620,633	441,718	526,386	144,563	1,333,980	190,168	235,338	12,900	961,179	9,276,067
Change in Fund Balance	<u>\$ 13,190</u>	<u>\$ 39,575</u>	<u>\$ 56,857</u>	<u>\$ 7,044</u>	<u>\$ (57,973)</u>	<u>\$ 6,118</u>	<u>\$ -</u>	<u>\$ 2,180</u>	<u>\$ 1,010</u>	<u>\$ 200</u>	<u>\$ (876,992)</u>	<u>\$ (808,791)</u>

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Lombard Park District Revenues By Fund 2015 Budget



Lombard Park District Expenditures By Fund 2015 Budget



Lombard Park District
Consolidated - Proposed Budget Report
Fiscal Year 2015

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015	Projected 2016	Projected 2017
REVENUE								
Corporate	\$ 2,226,496	\$ 2,222,079	\$ 2,208,818	\$ 2,087,754	\$ 2,273,231	\$ 2,345,286	\$ 2,415,645	\$ 2,488,114
Recreation	2,261,058	2,318,721	2,556,902	2,106,569	2,317,834	2,516,681	2,592,181	2,669,947
Paradise Bay	707,140	642,053	683,358	624,974	641,723	677,490	697,815	718,749
Western Acres	397,554	430,299	428,293	346,870	373,178	448,762	462,225	476,092
Special Recreation	538,939	495,030	473,599	435,411	461,500	468,413	479,749	491,359
Liability	148,394	149,860	150,146	138,353	148,379	150,681	158,215	166,126
Debt Service	1,428,932	1,486,008	1,323,784	1,252,875	1,327,879	1,333,980	1,373,999	1,415,219
F.I.C.A	176,553	180,786	188,558	176,305	187,031	192,348	199,080	206,048
I.M.R.F	221,509	227,664	244,409	231,445	246,083	236,348	244,620	253,182
Audit	10,778	11,138	12,587	10,885	11,537	13,100	13,755	14,443
Capital Projects	181,945	7,229	1,156,121	1,193,762	1,238,420	84,187	1,262,849	5,500
TOTAL REVENUE	\$ 8,299,299	\$ 8,170,868	\$ 9,426,575	\$ 8,605,204	\$ 9,226,795	\$ 8,467,276	\$ 9,900,133	\$ 8,904,778
EXPENSE								
Corporate	\$ 2,134,364	\$ 2,148,207	\$ 2,189,358	\$ 1,533,604	\$ 2,139,244	\$ 2,332,096	\$ 2,402,059	\$ 2,474,121
Recreation	2,056,516	2,303,499	2,554,322	1,671,312	2,423,544	2,477,106	2,551,419	2,627,962
Paradise Bay	524,385	501,588	564,977	475,345	562,791	620,633	639,252	658,430
Golf Course	392,763	419,856	435,352	315,713	404,219	441,718	454,970	468,619
Special Recreation	439,299	544,361	552,960	303,153	555,461	526,386	539,125	552,171
Liability	128,555	134,977	146,724	89,132	141,972	144,563	151,791	159,381
Debt Service	1,432,707	1,467,921	1,320,586	134,070	1,320,587	1,333,980	1,373,999	1,415,219
F.I.C.A.	171,162	167,535	186,008	141,228	179,246	190,168	196,824	203,713
I.M.R.F.	217,184	237,022	234,445	173,645	233,248	235,338	243,575	252,100
Audit	10,300	12,100	12,500	12,450	12,450	12,900	13,545	14,222
Capital Projects	1,076,002	458,779	628,218	367,438	498,717	961,179	628,675	628,674
TOTAL EXPENSE	\$ 8,583,239	\$ 8,395,845	\$ 8,825,450	\$ 5,217,090	\$ 8,471,479	\$ 9,276,067	\$ 9,195,233	\$ 9,454,611
TOTAL REVENUE	\$ 8,299,299	\$ 8,170,868	\$ 9,426,575	\$ 8,605,204	\$ 9,226,795	\$ 8,467,276	\$ 9,900,133	\$ 8,904,778
TOTAL EXPENSE	8,583,239	8,395,845	8,825,450	5,217,090	8,471,479	9,276,067	9,195,233	9,454,611
Change in Fund Balance	\$ (283,940)	\$ (224,977)	\$ 601,124	\$ 3,388,114	\$ 755,316	\$ (808,791)	\$ 704,900	\$ (549,833)

Five-Year Financial Forecast

	Estimated Year End 2014	Projected				
		2015	2016	2017	2018	2019
Revenue						
Property Taxes	\$ 5,242,000	\$ 5,307,000	\$ 5,432,000	\$ 5,560,000	\$ 5,690,000	\$ 5,824,000
Bond Proceeds	1,185,000	-	1,257,000 *	-	1,334,000 *	-
Fees, Charges & Other Revenue	2,800,000	3,160,000	3,211,000	3,345,000	3,428,000	3,508,000
Total Revenue	<u>\$ 9,227,000</u>	<u>\$ 8,467,000</u>	<u>\$ 9,900,000</u>	<u>\$ 8,905,000</u>	<u>\$ 10,452,000</u>	<u>\$ 9,332,000</u>
Expense						
Total Expense	<u>\$ 8,472,000</u>	<u>\$ 9,276,000</u>	<u>\$ 9,195,000</u>	<u>\$ 9,455,000</u>	<u>\$ 9,635,000</u>	<u>\$ 9,924,000</u>
Net Surplus (Deficit)	<u>\$ 755,000</u>	<u>\$ (809,000)</u>	<u>\$ 705,000</u>	<u>\$ (550,000)</u>	<u>\$ 817,000</u>	<u>\$ (592,000)</u>
Non-Spendable	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Restricted	353,000	304,000	254,000	204,000	244,000	284,000
Unrestricted	-	-	-	-	-	-
Committed	-	-	-	-	-	-
Assigned	2,562,000	1,789,000	2,530,000	2,017,000	2,791,000	2,156,000
Unassigned	1,096,000	1,109,000	1,123,000	1,136,000	1,141,000	1,141,000
Est. Fund Balance - Beg. Of Year	<u>\$ 3,270,000</u>	<u>\$ 4,025,000</u>	<u>\$ 3,216,000</u>	<u>\$ 3,921,000</u>	<u>\$ 3,371,000</u>	<u>\$ 4,188,000</u>
Est. Fund Balance - End of Year	<u>\$ 4,025,000</u>	<u>\$ 3,216,000</u>	<u>\$ 3,921,000</u>	<u>\$ 3,371,000</u>	<u>\$ 4,188,000</u>	<u>\$ 3,596,000</u>

Projections are a blend of historical trends, net of inter-fund transfers, expenditure guidelines of 3.5% increase, CPI of 3.5% increase, CPI projections and tax cap limits.

*Estimated Revenue of Bond issue in 2016 is \$1,257,000 and in 2018 is \$1,334,000.

Fund Balance

The District has established fund balance policies for the government funds. A portion of the fund balance reserves may be used for capital repair and replacement; a portion may need to cover unanticipated drops in revenue or increases in costs. Ending fund balance must meet minimum policy levels. It is allowable for total expenditures to exceed revenues in a given year as long as the projected ending fund balance meets minimum policy levels, which are:

- The Corporate and Recreation Funds restricts a portion of fund balance based on the amount of deferred property tax revenue at fiscal year-end. The Corporate and Recreation Funds assign a minimum of 25% of the annual budgeted expenditures for fiscal sustainability.
- The Debt Service, Special Recreation, Audit, Liability Insurance, Social Security, IMRF and Capital Projects Funds do not have established fund balance limits due to the nature of the transactions accounted for in these funds.

Fund balances are maintained to avoid cash flow interruptions; provide for unanticipated expenditures or emergencies of a non-recurring nature; meet unexpected increases in service delivery costs; and maintain the District's current AA Standard and Poor's rating.

The District has projected increases in the Corporate, Recreation, Liability, F.I.C.A. (Social Security), I.M.R.F., Audit and Capital Project Funds. The Special Recreation Fund is anticipated decrease in fund balance and the Debt Services Fund is anticipated to have no change in fund balance. All funds are in a surplus position. The District is committed to holding fund balances stable and attaining a minimum balance of 25% for annual operating expenses, which is approximately three months operating expenditures.

The overall fund balance for the District is going up by 2.6%. The Special Recreation Fund is the only fund to change by more than 10% and is anticipated to decrease by 55%. This is due to capital spending for ADA work that was carried over from the prior year. The Liability fund is anticipated to increase by 11.3% in order to increase the fund balance in this fund. Finally, the 2014 GO Bond proceeds will be completely spent in 2015 as per spend down estimates.

**Lombard Park District
Projected Fund Balances
As of Audited December 31, 2013; Projected December 31, 2014 and Budgeted December 31, 2015**

FUND EQUITY	Audit 2013	2014 Increase/ (Decrease)	2014 Year End Fund Balance	2015 Increase/ (Decrease)	2015 Year End Fund Balance	% Change 2015 Year End Versus 2014 Projected Year End
Corporate	\$ 976,240	\$ 133,987	\$ 1,110,227	\$ 13,190	\$ 1,123,417	1.2%
Recreation, Pool & Golf*	1,516,997	(57,819)	1,459,178	103,476	1,562,654	7.1%
Special Recreation	199,323	(93,961)	105,362	(57,973)	47,389	-55.0%
Liability	47,909	6,407	54,316	6,118	60,434	11.3%
Debt Service	113,622	7,292	120,914	-	120,914	0.0%
F.I.C.A	35,079	7,785	42,864	2,180	45,044	5.1%
I.M.R.F.	13,856	12,835	26,691	1,010	27,701	3.8%
Audit	3,437	(913)	2,524	200	2,724	7.9%
Capital Projects (2)	176,658	47,710	224,368	13,503	237,871	6.0%
	\$ 3,083,121		\$ 3,146,444	\$ 81,704	\$ 3,228,148	2.6%

(2) Net of G.O. Bond Proceeds *** See Below***

Bond Proceeds	Audit 2013	2014 Increase/ (Decrease)	2014 Year End Fund Balance	2015 Increase/ (Decrease)	2015 Year End Fund Balance
2010 GO Bonds	\$ 186,713	\$ (186,713)	\$ -	\$ -	\$ -
2014 GO Bonds	-	878,706	878,706	(890,495)	(11,789)

*For purposes of 2015 capital project funding, the budget is consistent with 2014 anticipated net income.

Lombard Park District
2015 Goals & Objectives – Preliminary Draft to Board
Goals & Objectives carried over from 2014

The Mission of the Lombard Park District is “providing quality recreation opportunities for people to enjoy life.” All operations of the District are also committed to instill the values of public trust, human dignity, environmental preservation, and customer satisfaction.

2014 Summary

The District established 67 goals in 2014 and accomplished 96% of them. The two goals carried over are a dog park and native plantings at Westmore Woods. The major goals accomplished during the year include the development of a “cloud” based system for sharing files with the Board of Park Commissioners, creating a “Tour of Parks” feature on the website, implementation of new early childhood special events, implementation of Senior Camp and the replacement of window at the Lagoon. A summary of the 2014 Goals & Objectives can be found in the Appendix.

District-Wide

Enhance the image and general operations of the LPD:

1. Continue to develop the District’s website to ensure the timeliness, accessibility and accurateness of information. (4/15)
2. Develop a marketing plan for the Recreation Department. (6/15)
3. Increase Instagram users by 300% through posting of photos when in parks, at events or during programs. (8/15)
4. Determine if a tool such as Asana would help the District-wide marketing efforts by monitoring the timelines, due dates and project specifications. (3/15)
5. Work with Lombardian to write a monthly column about the District. (4/15)
6. Improve the awareness of District activities to locally elected officials by sending them information on a quarterly basis. (4/15)

7. Complete the CAPRA Accreditation process. (9/15)
8. Complete the NRPA Gold Medal Application. (3/15)

Recreation

Provide a wide range of quality leisure services to the residents of the Lombard Park District: (total cost \$9,000)

9. Expand the Turkey Shoot to include sponsorship, skills completion and a slam dunk contest. (11/15)
10. Offer and implement an adult soccer league. (4/15)
11. Implement two new athletic programs using the Glenbard East field house. (1/15)
12. Implement two new programs per season at the Glenbard East turf field. (4/15)
13. Investigate the feasibility of offering cricket at the Park District. (4/15)
14. Bid out the exclusive beverage contract for the District. (3/15)
15. Increase participation by 5% in PARTNERS reading program by including the Junior Kiddie Campus program. (8/15)
16. Increase participation in pre-k enrichment programs by 5%. (12/15)
17. In accordance with the master plan, implement new cooking classes. This includes researching organizations/businesses that may have public kitchens that the District could use and then promote the classes through the Activity Guide and Just of Kids. (6/15)
18. In an effort to improve customer service, implement RecTrac training for staff on a quarterly basis. (4/15)
19. Implement new fine arts programs. (4/15)

20. Develop a separate schedule for Senior Camp and Junior Camp. Research activities that would interest these age levels and introduce to staff activities and games the help plan and prepare for camp. (5/15)
21. Plan and incorporate new activities during the Touch a Truck event through discussions with the fire department, police department and other partners of the event. (6/15)
22. Research and purchase a new movie screen and equipment in order to increase the quality of the Movie in the Park events (\$9,000). (6/15)
23. Develop a quarterly newsletter to share fitness information, wellness initiatives, programming schedules, fitness challenges and special events in an effort to provide improved service to fitness participants. (3/15)

Improve overall efficiency and effectiveness of the Districts specialized facilities and operations: (total cost \$369,153)

24. In an effort to provide a high level of quality service to visitors at Paradise Bay Water Park, expand training programs for all staff to reinforce the emphasis of customer service and problem solving. (6/15)
25. In accordance with Starfish Aquatics Institute, achieve a top rating of 5-Star through periodic lifeguard audits. (9/15)
26. Continued to development a recognition program for aquatic staff that has performed exceptional. (5/15)
27. Purchase a new piece of fully accessible fitness equipment for the Fitness Center (\$10,000). (3/15)
28. Offer new and innovative aquatic programs and special events at Paradise Bay in an effort to enhance the experience of all age groups who visit the water park. (5/15)
29. Evaluate the items offered in the concession stand at Paradise Bay and determine what items can be discontinued or what new items can be brought in for sale. In addition, continue to work with all staff to assist staff in gaining a certification in food service sanitation. (5/15)
30. Improve the entry system at Paradise Bay by purchasing two new turnstiles (\$20,000). (5/15)

31. Correct the leak at the pool by performing plumbing repairs (\$20,000). (5/15)
32. Purchase a timing system to be used for home swim meets (\$15,000). (5/15)
33. Plan and host a foot golf event at WAGC. (6/15)
34. Continue to implement the 2015 Marketing Plan with a goal to increase rounds and leagues by 5% and tournaments and lessons by 10%. In addition, provide the Board with quarterly updates on the progress of the Marketing Plan. (4/15)
35. Create two new leagues and add golfers to current leagues. (5/15)
36. Increase Beers & Birdies at the golf course by 50% in attendance and breweries/vendors. (9/15)
37. Implement a Women's Golf Outing at WAGC which would include drawings and games on the course. (9/15)
38. Improve water removal from the course by purchasing two new six inch pumps (\$21,000). (4/15)
39. Improve the quality of cut on the roughs by purchasing one used rough mower (\$25,000). (4/15)
40. Purchase of six replacement golf carts (\$25,000). (4/15)
41. Enhance the special events at the golf course by having more involvement from the marketing staff with the planning and execution of the events. (6/15)
42. Fully implement the use of tablets for conducting inspection reports within the Parks Department (\$6,500). (3/15)
43. Continue implementation of Phase 1 of the ADA Master Plan by making improvements to deficiencies identified in the ADA assessment (\$226,653). Specific projects are detailed in the ADA Section of the Budget and include items such as: (12/15)
 - a. Terrace View Playground
 - b. Access to features (benches, tables, garbage) along accessible routes throughout the District.
 - c. Improved accessibility of asphalt walking paths at Madison Meadow and Terrace View.

Develop positive public relations and management strategies in the provision of broad-based programs, facilities, and services: (total cost \$40,000)

- 44. Send monthly Kiddie Campus Newsletter, which includes a calendar of events and reminders, to families regarding upcoming events via RecConnect. (8/15)
- 45. In an effort to build community awareness, staff will offer a Kiddie Campus Day at the Sunset Knoll Splash Pad. (8/15)
- 46. Provide additional training to early childhood summer seasonal staff to include use of equipment, sanitation, clean-up, playground and sandbox inspection and allergy training. (6/15)
- 47. **Develop an agreement for a Dog Park and purchase equipment necessary for the park (\$40,000). (10/15)**

Grounds and Facilities

Enhance and maintain quality park buildings, facilities, equipment and grounds: (total cost \$597,826)

- 48. **Install security lighting in crucial areas within the District (\$20,000). (5/15)**
- 49. **Install and ADA Accessible concrete CXT washroom building to replace the current wooden structure at Four Seasons (\$88,082). (5/15)**
- 50. Create a consistent part time work force by spreading employee hours out evenly throughout the year. This will help provide consistency year round and improve operations once seasonal employees return for the summer. (6/15)
- 51. Remove 178 ash trees (remove the remaining 205 in 2016) which include grinding of stumps and replace them with 160 trees (\$128,400). (10/15)
- 52. Identify where less desirable turf areas are within parks and improve these areas by top dressing, slit seeding and fertilizing. (6/15)
- 53. Enhance the flower beds throughout the agency by using the green house to grow plants from seedlings. (6/15)

- 54. Improve walking paths at Madison Meadow and Terrace View (\$154,444). (9/15)
- 55. In conjunction with the Village of Lombard, improve the parking area at Bradley Lane (\$60,000) (7/15)
- 56. Add a folding gate with railings on the deck in Lilacia Park in order to enhance the functionality of this area for special events (\$19,400). (4/15)
- 57. Increase native plants and grasses in the pond overflow area to improve the appearance during the spring and summer months at Westmore Woods. (6/15)
- 58. Replace the playground at Terrace View (\$105,000). (6/15)
- 59. Complete energy upgrades at Sunset Knoll and Sunset Knoll Maintenance (\$30,500). (4/15)

Complete the following projects within the scope of the 2013 Capital Improvements Program: (total cost \$194,000)

Purchase the following vehicles and vehicle equipment:

- Replacement of recreation truck (\$21,000)
- Replacement of 1987 dump truck (\$55,000)
- Replacement of 2004 maintenance truck (\$30,000)
- Purchase of a mower (\$60,000)
- Replacement of two walk behind snow blowers (\$28,000)

Personnel & Finance

Develop, maintain, evaluate, and update a system of financial accounting, record systems and purchasing to maximize the validity and efficient management of PD funds: (total cost \$18,000)

- 60. Conduct a semi-annual review of all job descriptions. (6/15)
- 61. Assess the feasibility of converting all human resource files to electronic files. (10/15)
- 62. Develop a database of certificates of insurance that is accessible to all staff through a network drive. (3/15)

63. Work with Elite Computers to establish a monthly service schedule to proactively address IT concerns throughout the District (\$18,000). (2/15)

64. Assess daily responsibilities to identify ways to improve operations through the District's "Go Green" initiatives. (9/15)

Investigate outside sources of revenue: (total revenue \$5,000)

65. Secure \$5,000 in sponsorship and advertising by soliciting corporations, hospitals and local businesses. (6/15)

Enhance overall awareness and improved consciousness of protection and safety related situations within PD operations: (\$1,500)

66. Identify and secure outside speakers to present at both All Agency Meeting (\$1,500). (3/15)

**Lombard Park District
Estimated 2014 Tax Levy
2015 Proposed Budget**

The Lombard Park District total property tax extension for the 2013 tax year (collectible during 2014) amounted to \$5,267,482. It consisted of the C.P.I. increase (as determined by the Office of the DuPage County Clerk) of 1.7%, area growth that resulted from annexations, plus \$1,334,552 for Bonds and Interest. The Clerk's Office has advised us that for the 2014 tax year (collectible during 2015) the maximum increase available to the district is 1.5% (the change in the DuPage County Consumer Price Index during 2014) or \$52,037. This total equals the District's Capped Funds (everything less Bond and Interest as well as Special Recreation) multiplied by 1.5%. The total anticipated tax revenue of \$3,503,571 does not include any adjustment for growth in the community. For purposes of the 2015 Proposed Budget, staff understands the growth factor should be around 0.0%. Staff has conservatively based the tax computations in the various funds on a total estimated levy of \$3,503,571 (net of Bonds and Interest and the Special Recreation levy) considering a growth factor of 0.0%, an overall increase of 1.5% over last year. When the final Equalized Assessed Valuation (EAV) is determined (sometime during March 2015), the District will know exactly what the growth component is and will place those monies in the Corporate Fund.

Staff will again, per Board approval, levy for 5.0% increase in the tax levy over last year. This enables the Park District to get as much, if not all, of the available growth factor. Staff believes the growth estimate should be close to the actual. To attain the full 5.0% increase in tax levy, the growth component would need to increase by 3.5%. The tax revenue for this budget is based only on the CPI increase of 1.5%.

Staff estimates that due to the Tax Cap Limitation Act, the final Park District levy rate will be approximately .4576 (higher from .4543 in 2013) per \$100 of equalized assessed valuation (Tax Proceeds divided by Estimated EAV = \$5,305,943/\$1,159,472,053*100 = .4576). This is based on a 0.0% change in EAV during 2014, received from York Township Assessor with a 1.5% increase in EAV due to CPI. A breakdown of tax bills for the average homeowner is as follows:

Home Valued At:	Assessed Value	Less Homestead Exemption	2014 Estimated Tax Rate	2014 Estimated Tax Bill
\$ 275,000	\$ 90,750	\$ 85,750	0.4576	\$ 392.39
300,000	99,000	94,000	0.4576	430.14
325,000	107,250	102,250	0.4576	467.90
350,000	115,500	110,500	0.4576	505.65
375,000	123,750	118,750	0.4576	543.40
400,000	132,000	127,000	0.4576	581.15

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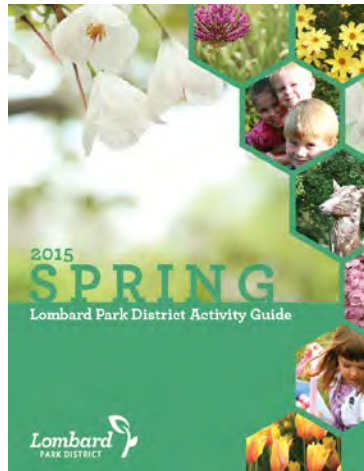
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Lombard Park District 2015 Proposed Budget Corporate Fund – 05

The Corporate Fund is the Park District's major operating fund. All revenues that, by law or for administrative control, are not in separate funds are deposited in the Corporate Fund. A major portion of the revenue is derived from a specific annual property tax levy and expenditures of these monies are used toward the maintenance and repair of parks and facilities throughout the District. Administrative service expenditures are also funded with these monies.

The Corporate Fund was budgeted for a surplus of over \$19,000 for 2014; staff is currently projecting a surplus of over \$134,000 at year-end. This change can be directly attributed to additional Real Estate Taxes collected, the sale of property to the Village of Lombard at Old Grove, an increase in recycling revenue and the receipt of monies from an insurance claim as well as lower Profession Services expenses. As stated in the Transmittal Letter, staff went to great lengths to control costs throughout the 2015 Proposed Budget.

In the General Center (00) of the Corporate Budget, one will notice a increase in Real Estate Taxes – Current St. Charles TIFFF Proceeds and a decrease in Miscellaneous Income. The Miscellaneous Income is going down due to the district receiving reimbursement money from an insurance claim and the sale of property to the Village of Lombard to assist them with upgrading of a pump station.



First, the Administrative Center (05) of the Corporate Budget is presented. Employee Expenses in this budget area covers most of the administrative personnel salaries and wages, as well as all of the administrative and most of the maintenance personnel benefits. Based on the recently completed master plan, staff is proposing adding a full time Graphic Designer position within Salaries & Wages FT. The change will help staff to implement the recommended changes to the marketing approaches, activity guide and website/online presence that were recommended in the plan. Also, this change increases health, dental and life insurance as well as the employee assistance program. However, there is a reduction in Salaries & Wages PT Clerical because this expense was a part time expense in 2014. Professional Services is budgeted to increase in order to complete the CAPRA Certification from NRPA, to hire a consultant to create schematic drawings and assist with grant applications and to increase the accessibility of a computer consultant to the District. Finally, staff has planned an increase in Postage in order to communicate the importance of a recreation facility to the residents of Lombard.

Next, the Operating Center (10) of the Corporate Budget is presented and accounts for most of the maintenance operations of the District, not including the Rental Facilities. Salaries & Wages Full Time (1000) is budgeted to decrease with the retirement of a 40 year employee. Salaries & Wages PT Grounds (1010) is budgeted to increase with the addition of 2,000 work hours in order to help maintain the over 450 park acres that the District owns and operates. Overtime (1025) is budgeted at a modest amount in order to staff events beyond our control.

During 2015, staff budgets the major accounts with a 3% increase over estimated year end. Facility Repairs (1400) is higher in 2015 due to the projected well pump replacement at Sunset Knoll. Vandalism (1415) is estimated to return to more historic levels. Gasoline (1500) and Diesel (1505) were lower than budget due to mowing and maintenance costs decreasing due to the mild summer and slightly lower fuel costs. Trees, Shrubs, Sod & Seed (1725) remains at a level that will allow staff to replace every tree removed with two new trees throughout the District. In addition, there is money budgeted in Capital Expenses to assist with this replacement plan. Athletic Field Material (1730) has been once again budgeted at \$44,165 for continuing to replacing ball mix, re-grading infields, top dressing for soccer and football fields, extra field lining materials, chalk and Turface drying agents. Stump & Tree Removal (1825) remain higher due to the large amount of ash trees that still need to be removed by a contractual firm.



Thirdly, the Buildings Center (15) of the Corporate Budget is presented and accounts building maintenance and recycling. There have been no significant changes to this area in the 2015 Budget.

Next, in the Corporate Fund is the Horticulture Center. The Plant Sale (0700) continues to be very volatile and weather dependent. Expenditures for the Horticulturalist, as well as Salaries and Wages Part Time Grounds, are presented here. Most of the Supplies expended in this budget area are for District-wide materials and have been budgeted to remain at consistent level in 2014 with the exception of Bulbs, Flowers & Plants. Staff is proposing to purchase of 26,000 tulip bulbs to be planted in Lilacia Park.

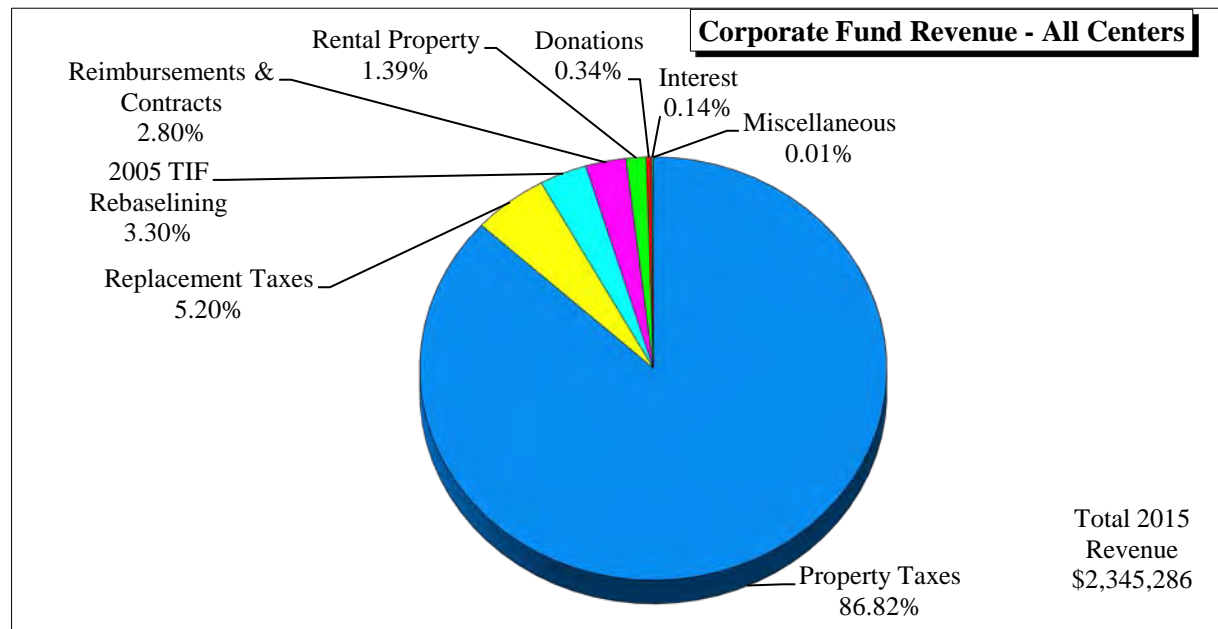
Finally, Facilities (25) within the Corporate Fund are presented. Electricity, Natural Gas and Water & Sewer is budgeted to go up 5% over the 2014 expected year end. However, staff is projecting a modest savings in 2015 within the Sunset Knoll – Maintenance facility based on the proposed capital improvements to increase the energy efficiency of the building.

Performance Measures:

	Actual 2012	Actual 2013	Estimated 2014	Proposed 2015
Operating Budget	848	1,229	1,247	1,331
Total Acres	458	458	458	458
Building Square Footage	89,095	89,095	89,095	89,095
Number of FTE	34	33	34	35

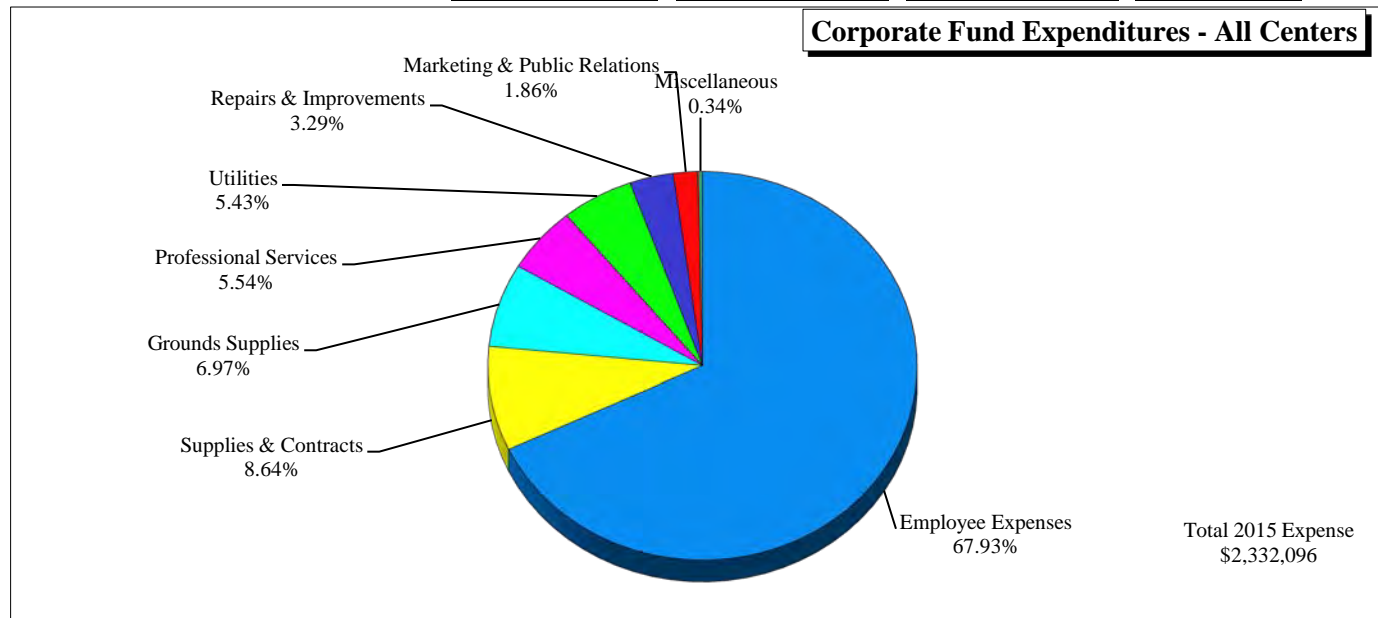
**LOMBARD PARK DISTRICT
CORPORATE FUND REVENUE - ALL CENTERS
PROPOSED BUDGET 2015**

Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Property Taxes	\$ 2,036,228	86.82%	\$ 132,707	6.97%
Replacement Taxes	121,926	5.20%	(163)	-0.13%
2005 TIF Rebaselining	77,420	3.30%	(2,995)	-3.72%
Reimbursements & Contracts	65,664	2.80%	3,745	6.05%
Rental Property	32,521	1.39%	529	1.65%
Donations	8,000	0.34%	1,750	28.00%
Interest	3,327	0.14%	895	36.80%
Miscellaneous	200	0.01%	-	0.00%
	<u>\$ 2,345,286</u>	<u>100.00%</u>	<u>\$ 136,468</u>	<u>6.18%</u>



**LOMBARD PARK DISTRICT
CORPORATE FUND EXPENDITURES - ALL CENTERS
PROPOSED BUDGET 2015**

Expenditure	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Employee Expenses	\$ 1,584,296	67.93%	\$ 72,816	4.82%
Supplies & Contracts	201,527	8.64%	(1,363)	-0.67%
Grounds Supplies	162,439	6.97%	11,685	7.75%
Professional Services	129,159	5.54%	17,217	15.38%
Utilities	126,693	5.43%	16,906	15.40%
Repairs & Improvements	76,796	3.29%	18,036	30.69%
Marketing & Public Relations	43,270	1.86%	8,740	25.31%
Miscellaneous	7,916	0.34%	(1,299)	-14.10%
	<u>\$ 2,332,096</u>	<u>100.00%</u>	<u>\$ 142,738</u>	<u>6.52%</u>



**Lombard Park District
Fund Summary - Proposed Budget Report
Corporate Fund - 05
Fiscal Year 2015**

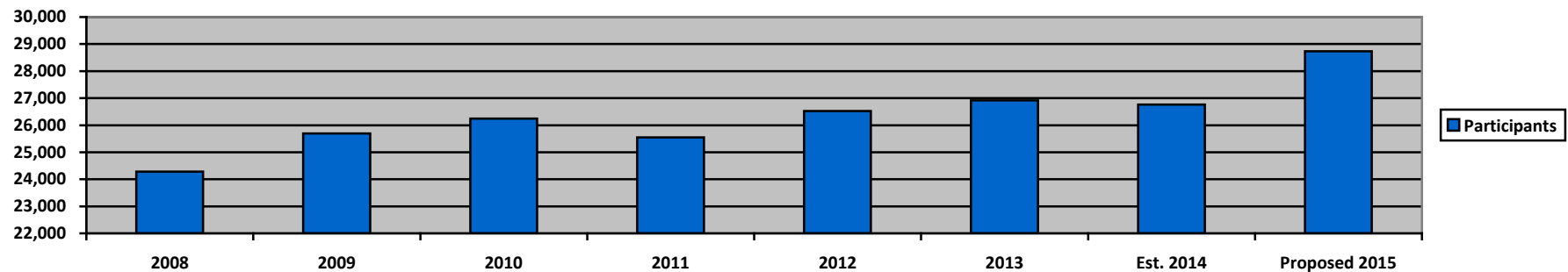
Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
210 Taxes	\$ 1,903,607	\$ 1,993,196	\$ 2,025,610	\$ 1,911,884	\$ 2,045,321	\$ 2,158,154
220 Interest	1,808	2,718	2,432	(390)	3,249	3,327
240 Rentals	31,200	29,832	31,992	24,686	31,992	32,521
330 Donations	6,156	6,729	6,250	5,934	6,775	8,000
340 Reimbursements & Contracts	57,538	65,073	61,919	56,980	63,550	65,664
350 TIFF Proceeds	200,224	81,413	80,415	45,315	79,000	77,420
360 Miscellaneous Income	25,964	43,119	200	43,344	43,344	200
TOTAL REVENUE	\$ 2,226,496	\$ 2,222,079	\$ 2,208,818	\$ 2,087,754	\$ 2,273,231	\$ 2,345,286
EXPENSE						
510 Employee Expenses	\$ 1,366,809	\$ 1,386,258	\$ 1,511,480	\$ 1,076,536	\$ 1,483,098	\$ 1,584,296
520 Utilities	113,431	109,328	109,787	75,555	125,447	126,693
530 Repairs & Improvements	71,197	66,567	58,760	62,179	70,362	76,796
540 Supplies & Contracts	194,994	188,195	202,890	141,048	184,144	201,527
550 Grounds Supplies	140,019	144,580	150,754	98,037	150,754	162,439
560 Professional Services	40,913	42,994	111,942	50,852	84,414	129,159
610 Marketing & Public Relations	29,539	28,232	34,530	24,828	34,180	43,270
640 Banking & Credit Card Fees	5,483	5,771	6,316	4,136	5,840	6,016
660 Interfund Transfers Out	170,565	175,525	-	-	-	-
670 Miscellaneous Expense	1,414	759	2,900	434	1,005	1,900
TOTAL EXPENSE	\$ 2,134,364	\$ 2,148,207	\$ 2,189,358	\$ 1,533,604	\$ 2,139,244	\$ 2,332,096
TOTAL REVENUE	\$ 2,226,496	\$ 2,222,079	\$ 2,208,818	\$ 2,087,754	\$ 2,273,231	\$ 2,345,286
TOTAL EXPENSE	2,134,364	2,148,207	2,189,358	1,533,604	2,139,244	2,332,096
Change in Fund Balance	\$ 92,132	\$ 73,872	\$ 19,460	\$ 554,150	\$ 133,987	\$ 13,190

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**Lombard Park District
2015 Proposed Budget
Recreation Fund – 10
General**

Leisure for all ages: learn a craft, exercise to stay in shape, or find a fun and meaningful way to fill your precious leisure hours. The Park District's Recreation Department answers these needs with classes in cultural and performing arts, athletic activities, exercise classes, day camps, trips, aquatics and special events. As of December 31, participation is down 700, a 2.6% decrease. Staff has prepared the 2015 budget based on 28,737 participants.



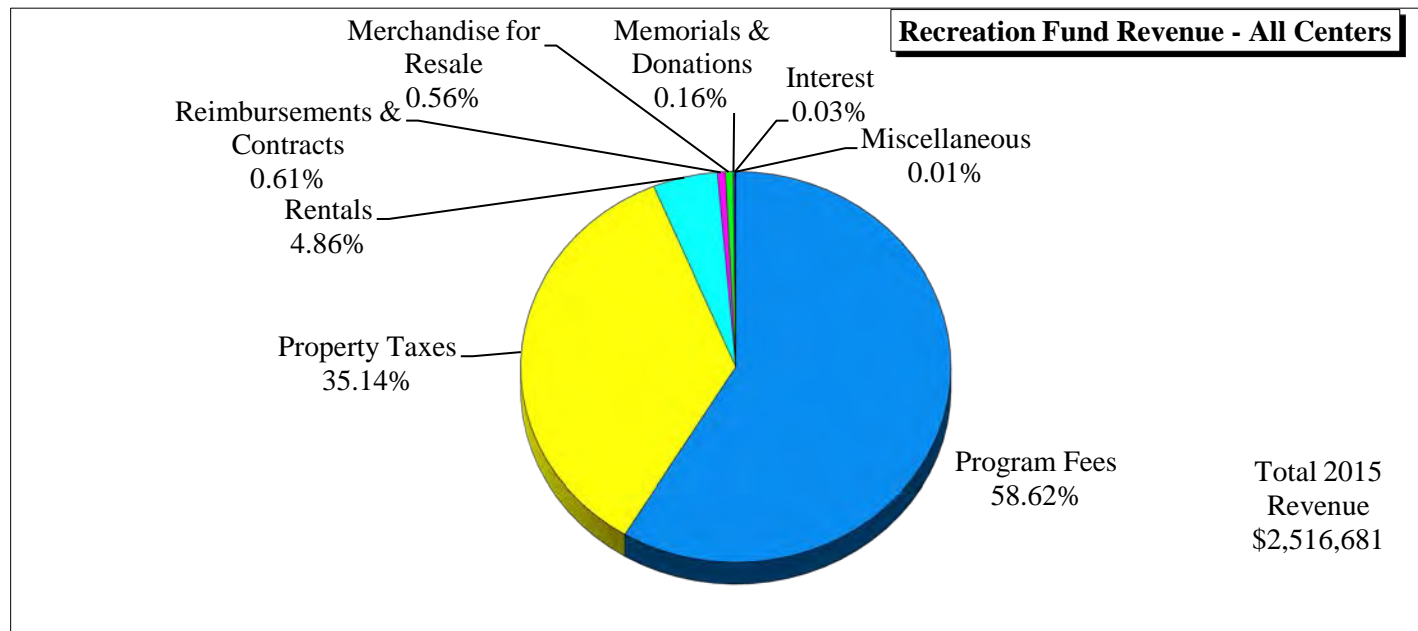
The Recreation Fund is a Special Revenue Fund established to account for revenues and expenditures for a specific purpose, recreation. Financing is provided by a specific annual property tax levy to the extent user charges (primarily program registration fees) are not sufficient to provide such financing.

In reviewing the General Center (00), one will notice that this budget area drives the administrative aspect of the Recreation Department. Besides tax revenue, this area has two major revenue sources. The first is revenue received from Reimbursement-Lombard Baseball (0735), which includes revenue from the Lombard Baseball League use of fields and secondly, Donations (0655), which is revenue received from beverage company donations.

Staff is budgeting for one intern in 2015. The internship will be providing a weekly stipend over a 16 week internship. Travel Meetings and Conferences (1210) includes expenses related to the annual State Conference, National Conference and related trainings. Continuing Education (1215) budget reflects the expenses of staff certifications, which two staff are expected to take the certification exam in 2015. Finally, staff prepared the budget to include just under \$178,000 of capital expenses from the Recreation Fund, \$133,000 less than 2014.

**LOMBARD PARK DISTRICT
RECREATION FUND REVENUE - ALL CENTERS
PROPOSED BUDGET 2015**

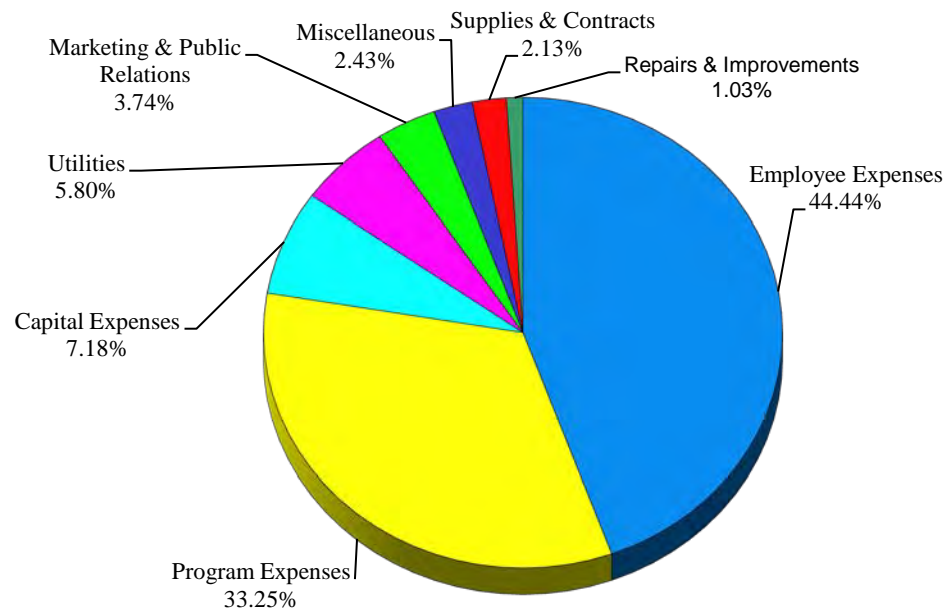
Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Program Fees	\$ 1,475,256	58.62%	\$ 28,946	2.00%
Property Taxes	884,348	35.14%	(60,330)	-6.39%
Rentals	122,394	4.86%	(3,183)	-2.53%
Reimbursements & Contracts	15,287	0.61%	(5,550)	-26.64%
Merchandise for Resale	14,125	0.56%	49	0.35%
Memorials & Donations	4,150	0.16%	(400)	-8.79%
Interest	811	0.03%	236	41.04%
Miscellaneous	310	0.01%	10	3.33%
	<u>\$ 2,516,681</u>	<u>100.00%</u>	<u>\$ (40,222)</u>	<u>-1.57%</u>



**LOMBARD PARK DISTRICT
RECREATION FUND EXPENDITURES - ALL CENTERS
PROPOSED BUDGET 2015**

Expenditure	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Employee Expenses	\$ 1,100,931	44.44%	\$ 38,018	3.58%
Program Expenses	823,692	33.25%	(8,326)	-1.00%
Capital Expenses	177,850	7.18%	(111,144)	-38.46%
Utilities	143,783	5.80%	12,265	9.33%
Marketing & Public Relations	92,528	3.74%	(930)	-1.00%
Miscellaneous	60,160	2.43%	(7,605)	-11.22%
Supplies & Contracts	52,760	2.13%	1,305	2.54%
Repairs & Improvements	25,402	1.03%	(800)	-3.05%
	<u>\$ 2,477,106</u>	<u>100.00%</u>	<u>\$ (77,217)</u>	<u>-3.02%</u>

Recreation Fund Expenditures - All Centers



Total 2015
Expenditures
\$2,477,106

**Lombard Park District
Fund Summary - Proposed Budget Report
Recreation Fund - 10
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
210 Taxes	\$ 921,545	\$ 945,429	\$ 944,678	\$ 887,136	\$ 940,245	\$ 884,348
220 Interest	383	633	575	(103)	754	811
240 Rentals	98,885	86,484	125,577	92,635	105,203	122,394
320 Merchandise for Resale	8,683	12,696	14,076	12,155	12,656	14,125
330 Donations	4,042	5,126	4,550	3,747	3,747	4,150
340 Reimbursements & Contracts	12,665	12,817	20,837	7,722	14,603	15,287
360 Miscellaneous Income	1,154	2,035	300	101	145	310
410 Program Fees	1,213,701	1,253,502	1,446,309	1,103,177	1,240,481	1,475,256
TOTAL REVENUE	\$ 2,261,058	\$ 2,318,721	\$ 2,556,902	\$ 2,106,569	\$ 2,317,834	\$ 2,516,681
EXPENSE						
510 Employee Expenses	\$ 902,912	\$ 1,005,072	\$ 1,062,913	\$ 729,921	\$ 1,022,137	\$ 1,100,931
520 Utilities	126,240	128,138	131,518	113,107	153,621	143,783
530 Repairs & Improvements	14,920	26,886	26,202	22,287	30,314	25,402
540 Supplies & Contracts	58,817	49,075	51,455	37,696	50,436	52,760
610 Marketing & Public Relations	88,219	80,050	93,458	57,991	85,444	92,528
630 Merchandise - Cost of Sales	7,697	9,994	10,272	10,457	11,134	12,105
640 Banking & Credit Card Fees	37,929	37,439	44,794	28,928	36,319	37,981
670 Miscellaneous Expense	8,389	13,220	12,699	8,450	11,609	10,074
710 Program Salaries	361,448	293,784	332,961	225,513	285,865	321,909
720 Program Supplies	115,162	129,494	144,662	77,533	123,978	144,476
730 Program Contractual Services	268,506	279,268	354,394	206,021	301,662	357,307
900 Capital Expenditures	66,276	251,077	288,994	153,407	311,025	177,850
TOTAL EXPENSE	\$ 2,056,516	\$ 2,303,499	\$ 2,554,322	\$ 1,671,312	\$ 2,423,544	\$ 2,477,106
TOTAL REVENUE	\$ 2,261,058	\$ 2,318,721	\$ 2,556,902	\$ 2,106,569	\$ 2,317,834	\$ 2,516,681
TOTAL EXPENSE	2,056,516	2,303,499	2,554,322	1,671,312	2,423,544	2,477,106
Change in Fund Balance	\$ 204,542	\$ 15,223	\$ 2,580	\$ 435,257	\$ (105,710)	\$ 39,575

**Lombard Park District
2015 Proposed Budget
Recreation Fund – 10
Facilities – 25**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Revenue	\$ 104,230	\$ 91,936	\$ 132,177	\$ 96,868	\$ 109,941	\$ 128,369
Expense	321,287	321,866	338,478	255,592	360,405	351,503
Net Income	\$ (217,057)	\$ (229,930)	\$ (206,301)	\$ (158,724)	\$ (250,464)	\$ (223,134)

Performance Measure:

Number of Rentals	653	700	-	-	705	748
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This area includes all rental facilities within the Recreation Fund including Athletic Field Rental, Lagoon, Lilacia Park, Log Cabin, Community Building, Garden Plots, Picnic Shelters and Sunset Knoll. Overall staff is proposing a 5% increase in rental revenue in 2015. The availability of facility rentals are impacted each year by the amount of space requirements from programs. In 2015, program staff has focused on trying to fill facilities at less busy times with programs in order to maximize the availability for facility rentals. Staff expects the demand for building rentals to continue to increase with expanded marketing efforts. In addition, staff has secured a church group as renters on Sunday mornings and this group has already signed an agreement to continue renting every Sunday morning in 2015. This fills a rental time that hasn't typically been used in the past several years. A significant

change has been planned for the Coach House Rental. Staff is continuing to develop wedding packages which will allow patrons to choose from an a la carte of items to fulfill their wedding ceremony plans also a package that includes a full reception under a tent in the park.

Staff has proposed a 5% increase in resident and non-resident rental rates for all facilities. Concession Sales (0600) was stable this year as the weather and attendance at PBW meant fewer bottled refreshments being sold and staff anticipates concession sales to return to more historic levels in 2015. Overall, staff is anticipating all utilities to increase 5% in 2015.

Garden plots continue to be popular and are fully rented each year and staff has prepared the 2015 Budget for the same. Finally, Sunset Knoll Recreation Center experienced a significant increase in the Water and Sewer line item in 2014. The Village of Lombard had not been invoicing the District for water use at the splash pad and assessed a one year fee of \$10,895 for back water usage. In the future, staff estimates that water usage will be approximately \$10,000 for operating the splash pad during the summer months.

Net Income - Programming

		Actual 2012	Actual 2013	Budget 2014	Y-T-D Oct. 3, 2014	Estimated Year End	Budget 2015	Budget 2015 To Est. 2014
Activity 30	Athletics 1	\$ 96,243	\$ 95,910	\$ 111,483	\$ 129,180	\$ 83,151	\$ 97,618	17.40%
Activity 35	Athletics 2	108,664	108,140	108,017	129,911	119,403	130,029	8.90%
Activity 40	Gymnastics	17,324	25,892	20,230	24,012	25,086	30,093	19.96%
Activity 45	General Interest & Camps	47,987	63,537	74,354	68,468	68,750	75,850	10.33%
Activity 50	Special Events	(14,994)	(20,651)	(25,733)	(24,881)	(28,378)	(24,242)	14.57%
Activity 55	Teen Programs	6,632	8,784	10,351	9,017	7,815	12,793	63.70%
Activity 60	Fine Arts	2,091	2,933	5,190	2,309	2,902	4,107	41.52%
Activity 65	Adults & Seniors	11	(176)	1,068	2,742	771	916	18.81%
Activity 70	Early Childhood	106,304	168,846	181,160	158,057	159,133	207,726	30.54%
Activity 75	Performing Arts	56,265	57,811	70,607	60,207	55,824	63,368	13.51%
Activity 80	Fitness	46,194	42,639	60,469	37,543	36,911	55,751	51.04%
		\$ 472,721	\$ 553,665	\$ 617,196	\$ 596,565	\$ 531,368	\$ 654,009	23.08%
							Budget 2014 to Budget 2015	5.96%
							Estimated 2014 to Budget 2015	23.08% (1)
							Actual 2013 to Estimated 2014	-4.03%

*This assumes an average 3% participation increase and an average 3% fee increase in all existing programs. In addition, this is assuming all new programs running which is an additional 2% increase.

(1) This figure is based upon all programs being held at their maximums. Historically the Park District's annual program revenue is approximately 85 - 92% of budget. Based on 90% of classes being held in 2015 we would expect this figure to be \$588,608, or an increase from estimated 2014 to budget 2015 of 10.79%.

(2) Full time salaries (\$75,488) were removed from Early Childhood in the 2013 budget and placed with Salaries & Wages FT.

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**Lombard Park District
2015 Proposed Budget
Recreation Fund – 10
Athletics, Camps & Clinics – 30**

	<u>Actual 2012</u>	<u>Actual 2013</u>	<u>Budget 2014</u>	<u>Y-T-D 2014</u>	<u>Estimated 2014</u>	<u>Proposed 2015</u>
Program Fees	\$327,681	\$332,860	\$383,029	\$288,396	\$303,302	\$349,992
Program Salaries	67,693	74,641	80,919	63,493	72,076	79,660
Program Supplies	40,911	39,968	49,255	26,560	36,210	44,146
Program Contractual	<u>122,884</u>	<u>122,341</u>	<u>141,372</u>	<u>69,163</u>	<u>111,865</u>	<u>128,568</u>
Net Income	\$96,193	\$95,910	\$111,483	\$129,180	\$83,151	\$97,618

Performance Measure:

Number of Participants	3,476	3,500	-	-	3,172	3,503
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Program 2500 *True Hero:* This is a new program that will teach adolescents self-defense and anti-bullying techniques.

Program 2520 *Fencing:* This program will be a 70%/30% split in 2015 which accounts for a slight increase in the contractual expense.

Program 2600 *Youth Softball:* Staff worked with the Wheaton Park District again to make the Division IV league feasible. One team participated at the Division One Level from Villa Park. Umpire fees will increase in 2015. The rookies division did not run in 2014 but staff believes that it will in 2015 with additional marketing. This division does not use umpires, which allows the district to receive a higher percent of the revenues. Staff proposes to freeze fees in 2015 in order to acquire more participants.



Program 2605 *Adult Summer Softball:* Softball experienced a significant decrease in 2014 yet staff anticipates a rebound in 2015 with additional marketing. Contractual expenses are increasing in 2015 due to an increase in umpire fees.

- Program 2610** *Adult Fall Softball:* Fall Softball participation decreased by six in 2014 with a total of 48 teams. However the district did experience an increase of five in Men's teams. This means that the Coed Divisions suffered significantly with a decrease from 14 to three teams in 2014. Finally, umpire fees will increase in 2015.
- Program 2615** *Softball Tournament:* Staff has proposed to decrease the amount of prize money given out per team.
- Program 2620** *Adult Over 30 Baseball:* The program obtained 21 teams which is a decrease of three teams from last year. Next year, a summer league will be offered based on an interest level from the teams.
- Program 2660** *Volleyball Adult League:* The Adult Volleyball League did not run in 2014 but staff believes there is interest and will offer leagues at a lower fee in 2015 in an effort to draw teams to Lombard.
- Program 2665** *Men's Touch Football:* Staff will offer the program at a lower fee in 2015 in an effort to draw more teams to Lombard.
- Program 2705** *Co-op Programs:* The Ardmore School staff has proposed to freeze fees in 2015 and offer a discount to families with multiple children registered. Staff expects this change will increase participation.
- Program 2730** *5K Mutt Strut:* Participation was down slightly in 2014, 505 participants compared to 528 participants in 2013. However, staff anticipates participation to rise in 2015 as popularity remains strong for this special event. The program fee was raised \$3 this year in order to compensate for purchasing a higher quality event T-shirt.
- Program 2735** *Boys Lacrosse Clinic:* An adaptation of the *Boys Lacrosse Summer Camp*, this Glenbard Lacrosse clinic has been expanded to run a spring, summer, and fall 7-week program. It will be held at the Glenbard East turf field and requires a site supervisor. Our 75%/25% contractual split with them will occur after staffing costs.
- Program 2900-2970** *Rams Camps:* These camps are conducted in a cooperative effort with Glenbard East staff and coaches. Participant numbers decreased by 62 (7.5%) compared to last year and showed decrease of \$5,772 (9.5%) in revenue.
- Program 2970** *Football Camp:* The percentage is lower than previous years because the Chicago Bears Camp is part of this account. Their contractual rate is only 90%/10% instead of 85%/15%. The Bears Camp will not be offered next year.



**Lombard Park District
2015 Proposed Budget
Recreation Fund – 10
Athletics, Camps & Clinics – 35**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$185,413	\$203,767	\$210,714	\$207,527	\$218,269	\$245,203
Program Salaries	34,628	37,180	42,243	29,200	35,822	41,940
Program Supplies	22,945	28,728	27,218	21,422	27,343	29,006
Program Contractual	19,176	29,719	33,236	26,994	35,701	44,228
Net Income	\$108,664	\$108,140	\$108,017	\$129,911	\$119,403	\$130,029

Performance Measure:

Number of Participants	3,333	3,525	-	-	3,759	3,808
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Program 3050 *Youth Soccer:* Participation in spring and fall soccer increased by nine participants this year. A shortage of part-time staff this fall season will result in a slightly higher reliance on our contractual referee assignor. Increased refereeing by full-time staff will be implemented to offset these costs. Increased coordination with Glen Ellyn and possibly Villa Park with the older age groups will help to increase participation in 2015.

Program 3065 *Men's Soccer League:* This program did not run in 2014. The structure of the program will be changed to a drop-in program, starting spring 2015. If interest warrants, a league could be formed in the fall or by 2016.

Program 3150 *Youth Basketball:* Two leagues did not run in 2014, but staff anticipates them to run in 2015. Beginning in 2014 the Lombard Park District did not need to pay School District #44 rental fees. Participant fees will remain the same as they were in 2014.

Program 3155 *High School Basketball:* Beginning in 2014 the Lombard Park District did not need to pay School District 44 rental fees. Due to this change, the program will run at Glen Westlake instead of Jefferson.

Program 3250 *Flag Football:* Participation for this program has increased eight percent from 2013 to 2014. Full-time staff and volunteers coaches will be used this fall 2014 and will result in lower staff costs. These costs are expected to return to historic numbers in 2015.

Program 3330 *Sports Kids Programs:* Sports Kids have been running youth programs with the District since 2012. They offer a wide variety of sports and activities for children ages 3-12. Participation has continued to increase over the last two years. Streamlining types of programs offered will be explored to ensure a higher percentage of sessions run.



Program 3315 *Volleyball Professionals:* Volleyball Professionals continues to cater to the pre-high school age level volleyball player. For the first time in recent years, both sessions of this program ran in the fall of 2014. As a result, an increase in participation is expected for 2015. Site supervisor costs will be shared with Volleyball Professionals in order to control costs.

Program 3340 *UK International Soccer Camp:* This summer instructional camp began in 2014 and had a great inaugural season. All four sections of the camp had enough participants to run and numbers are expected to increase for 2015.

Program 3345 *Chicago Fire Imaginarium:* This program began in August of 2014 as a four week trial. Chicago Fire's Imaginarium is an instruction program for participants ages 3-6 years old. Imaginarium is aimed to run year-round in four to six week sessions at the Sunset Knoll Recreation Center.

Program 3405 *Adult Open Gym Basketball:* An additional session of open gym is planned to start in January of 2015 at Glen Westlake middle school. This accounts for the near doubling of the annual budget.

**Lombard Park District
2015 Proposed Budget
Recreation Fund - 10
Gymnastics - 40**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$50,259	\$67,293	\$59,853	\$54,011	\$75,916	\$85,973
Program Salaries	9,366	4,132	5,416	3,253	4,987	5,698
Program Supplies	8,852	10,868	8,039	680	7,419	9,699
Program Contractual	<u>14,717</u>	<u>26,401</u>	<u>26,168</u>	<u>26,066</u>	<u>38,424</u>	<u>40,483</u>
Net Income	\$17,324	\$25,892	\$20,230	\$24,012	\$25,086	\$30,093

Performance Measure:

Number of Participants	458	764	-	-	892	917
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Program 3500

Lombard Leapers Tumbling Team: Since moving to contracting Tumbling Times Inc. for instruction, the Lombard Leapers Gymnastics program has increased participation across the board. Sections of classes are often filled and growth is expected to continue into 2015. Increased use of Glenbard East gymnastics facilities is expected to help increase participations.

Program 3510

Little Leapers: Similarly to Lombard Leapers, participation has increased in 2014 and is expected to continue to increase in 2015.

Program 3600

Poms Team: Participation was lower than expected in 2014. A new agreement with District #44 has given the Poms Team an opportunity to expand into more appropriate gym space starting in the fall of 2014. Participation is expected to rebound in 2015.



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**Lombard Park District
2015 Proposed Budget
Recreation Fund - 10
General Interest, Camps and Clinics - 45**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$82,643	\$120,207	\$140,516	\$120,800	\$125,128	\$140,159
Program Salaries	22,803	32,613	37,117	31,932	32,555	36,414
Program Supplies	2,786	8,142	6,940	5,239	5,973	6,235
Program Contractual	9,067	15,915	22,105	15,161	17,850	21,660
Net Income	\$47,987	\$63,537	\$74,354	\$68,468	\$68,750	\$75,850

Performance Measure:

Number of Participants	848	1,229	-	-	1,247	1,331
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Program 4000

Day Camp: Formally known as Kamp Kritters, Day Camp is in its fourth summer as a combined camp. Due to additional snow days used during the school year, this program started a week later than normal which decreased expenses such as field trips, buses and supplies for 2014. The implementation of different field trips each year and in house entertainment showed to be extremely popular. Increase in staff was needed to accommodate for smaller ratios during regular camp hours and trips. Senior Camp was located at the Community Building. The 15 passenger bus was regularly used to transport the Senior Camp back and forth. In order to help administer the camp, a new Site Supervisor position was added to the 2015 budget. Once again in 2015, swim lessons were included in this budget. Finally, staff is proposing a fee increase \$2-\$3 for all Day Camp options.



Program 4005

Cabin Fever: This winter break camp ran every day that was offered in 2014. Fees are not projected to increase in an effort to increase participation in 2015.

- Program 4010** *Sunrise and Sunset Camp:* Formally known as Kamp Kare is the before and after care for the summer and winter camp programs. Staff revised class offerings to better suit the camp schedule. The 15 passenger bus was used every day to transport Senior Campers from Sunrise Camp and to Sunset Camp which are located at Pleasant Lane.
- Program 4100** *Art Camp:* Art Camp was held in the summer of 2014 in the art room at Sunset Knoll. Two instructors from fine arts classes implemented the planning and preparations for the weeklong camps. One session was held in the mornings for a week and the second session was held in the afternoon for a week.
- Program 4100** *Science Camp:* Science Camp did not run this year due to a scheduling conflict with the contractual group. Staff will pursue a different contractual group in 2015.
- Program 4200** *Youth Wellness:* Home Alone, Babysitter Training, Marvelous Magic, Etiquette classes and Glitzy Girls are included within this budget and are offered by various contractual groups. Fees are not projected to increase because prices are comparably high to other Park Districts.
- Program 4200** *Cooking:* Based on the preliminary findings of the Master Plan, Cooking classes are now being offered in conjunction with Whole Foods Market in Wheaton.



**Lombard Park District
2014 Proposed Budget
Recreation Fund - 10
Special Events - 50**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$34,064	\$14,610	\$39,892	\$16,056	\$22,120	\$44,961
Donations and Merchandise Sales	3,368	8,368	8,676	8,665	8,665	8,950
Cost of Merchandise	2,842	5,659	5,772	6,273	6,273	6,505
Program Salaries	6,281	5,794	6,532	4,310	6,342	7,574
Program Supplies	15,327	18,948	23,091	15,236	20,872	23,798
Program Contractual	31,515	13,228	38,906	23,783	25,676	40,276
Net Income	(18,533)	(20,651)	(25,733)	(24,881)	(28,378)	(24,242)
Performance Measure:						
Number of Participants	402	607	-	-	755	822

- Program 4500** *Lilac Time:* Lilac Time continues to be popular throughout the Midwest and sometimes farther. Many of our visitors are repeat guests. Marketing expanded to billboards and television commercials. In 2015, radio ads will be explored. New gardening programs and a music festival will be added in 2015.
- Program 4505** *Lilac Time Grants:* The Village of Lombard Tourism Grant will offset advertising for billboards and television. The Park District will once again apply for state grants to assist with the marketing of Lilac time. Staff will continue to explore different creative advertising mediums.
- Program 4510** *Holiday Walk:* This event takes place in Lilacia Park. The Park District and Village have teamed up to do a lighting of Lilacia Park in conjunction with Jinglebell Jubilee on the first Saturday in December. S'mores, roaming Holiday characters and other entertainment will be included. The park is a whimsical display of decorations including the Gold Medal Express and complimentary hot cocoa and cookies.
- Program 4550** *Wine Tasting:* Famous Liquors was the vendor for this event. Consignment is included for the 2015 budget which was not used for 2014.

Program 4555 *Beer Tasting:* 20 West Wine was the vendor for this event. Beer glasses were included this past year and will be included for 2015. Staff will work to recruit additional sponsors for this event in 2015.

Program 4560 *Pancake Breakfast:* This annual outdoor Pancake Breakfast is held the day of the Mutt Strut. The event served 425 with 357 from the Mutt Strut. Commissioners assisted staff with the event. Weather is the key to this event.

Program 4565 *Family Entertainment Series:* Movies in the Park is a popular event during the summer. Payment for royalties and licensing are included in the budget for 2015. Continuing in 2015, four movies will be shown and two concerts performed.

Program 4600 *Winter Carnival:* The winter carnival is held in February at Sunset Knoll.

Program 4605 *Family Event:* The Family Camp Out and the All American Fishing Derby are included in this budget.

Program 4610 *Spring Events:* The Egg Hunt became a free event in 2012. In 2014 the District received \$750 in sponsorships for the event and will continue to seek sponsors in for this free event. This budget also includes Lunch with the Bunny.



Program 4615 *Fall Fest:* Fall Fest is a free event geared towards families. Staff will seek sponsorship to help offset costs in 2015. In addition, Boo Bingo is included within this budget.

Program 4620 *Prairie Days:* Due to lack of volunteers and interest from the Garden Club, this event cancelled for 2014. Staff will look into offering this event in 2015.

Program 4700 *Special Events-Other:* The Touch-a-Truck special event was added in 2014. Over 1,000 people were in attendance for this event held at Yorktown Center parking lot. Staff will reach out to local groups to volunteer their time and vehicles for the event for 2015. The Polar Express is included with this budget with two trips offered.



Program 4800 *Birthday Party Package:* Birthday party reservations increased slightly in 2014. Supply costs were increased 2015 to increase the quality of the birthday parties.

Program 4900 *Community Involvement:* The Trick or Treat Food Drive is a majority of this budget. Staff received numerous volunteer requests from local families and groups for this event.

**Lombard Park District
2015 Proposed Budget
Recreation Fund - 10
Teens – 55**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$11,080	\$15,155	\$24,867	\$14,597	\$18,045	\$25,199
Program Salaries	1,734	2,473	4,930	2,253	2,968	3,528
Program Supplies	987	891	1,174	832	1,456	1,937
Program Contractual	1,727	3,007	8,412	2,495	5,806	6,941
Net Income	\$6,632	\$8,784	\$10,351	\$9,017	\$7,815	\$12,793
Performance Measure:						
Number of Participants	2,360	3,111	-	-	2,543	2,724

In an effort to increase participation within teens, staff proposes to keep fees the same as 2014. In addition, staff will continue to improve and create new programs to encourage participation from local teens.

Program 5000 *Teen Camp:* Formally known as Camp Good Times increased in enrollment and revenue in 2014. Teens regularly used the 15 passenger bus for local trips. Field trips are now included with the Teen Camp fee.

Program 5005 *Counselors in Training:* Participation decreased slightly due to the popularity in Teen Camp.

Program 5100 *Open Gym Teen Night:* The open gym program is offered to teens at Pleasant Lane gym. Staff is proposing a reduction of fees and increase promotions to promote growth in this drop-in program.

Program 5105 *Jr. High Dance:* The majority of participation occurs during the summer months when the dances are held at Paradise Bay Water Park. In addition, four themed dances are offered during the school year. Jr. High Dance Nights include a DJ



and an off duty police officer. Participation decreased in 2014 due to poor weather on nights events were held at Paradise Bay.

- Program 5200** *Teen Trips:* Staff again partnered with local park districts to offer trips at a discounted price. Local trips are also represented within this program. New destinations will be offered 2015.
- Program 5205** *Overnight Trips:* The Overnight Ski Trip through IPRA has been cancelled for the next year. Staff will team up with local park districts to offer a Ski Trip on Martin Luther King Day.
- Program 5300** *ACT Prep:* The ACT Prep class is a new contractual program to be offered in 2015.
- Program 5305** *Skateboarding:* Participation for skateboarding was minimal in 2014. Staff combined classes with Glen Ellyn and will bring them back to Lombard once interest levels increase. Marketing during Teen Nights and Dances are suggested for 2015.

**Lombard Park District
2015 Proposed Budget
Recreation Fund - 10
Fine Arts - 60**

	Actual 2012	Acutal 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$3,655	\$5,896	\$8,117	\$3,346	\$4,616	\$6,368
Program Salaries	1,250	1,523	2,036	857	1,260	1,541
Program Supplies	335	1,440	891	180	454	720
Net Income	\$2,070	\$2,933	\$5,190	\$2,309	\$2,902	\$4,107
Performance Measure:						
Number of Participants	76	81	-	-	93	115

In an effort to increase participation within fine arts, staff proposes to keep fees the same as 2014. In addition, staff will continue to improve and create new programs to encourage participation from local artists.

Program 5505 *Painting:* Oil Painting, Acrylics and Intro to Painting will be offered in 2015 with more focus on age groups to increase popularity of program.

Program 5510 *Drawing:* Drawing class participation increases slightly in 2014. A combination of reduced fees and new instructors and multiple class offerings contributed and will continue for 2015.

Program 5520 *Mixed Media:* A variety of mixed media and arts and crafts classes offered in 2015 are included in this budget.

Program 5600 *Ceramics:* Staff is hopeful that a new instructor will reinvigorate and improve this program.



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**Lombard Park District
2015 Proposed Budget
Recreation Fund - 10
Adults & Seniors - 65**

	Actual 2012	Acutal 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$9,767	\$5,754	\$11,716	\$4,786	\$11,661	\$13,374
Program Salaries	1,564	355	1,033	835	1,165	1,165
Program Supplies	1,197	960	1,200	579	1,030	1,050
Program Contractual	<u>6,995</u>	<u>4,615</u>	<u>8,415</u>	<u>630</u>	<u>8,695</u>	<u>10,243</u>
Net Income	\$11	(\$176)	\$1,068	\$2,742	\$771	\$916
Performance Measure:						
Number of Participants	2,609	2,916	-	-	3,214	3,348

- Program 6000** *Trip:* Trips were offered in the spring, summer and fall sessions. With the new bus, trips for the fall have been very well received. Trips proposed in 2015 include destinations such as New Glarus, Wisconsin, Long Grove Festivals, apple orchards, as well as area restaurants, malls and casinos.
- Program 6100** *Lilac Town Seniors/Lilac Town Senior Chorus:* Attendance at Lilac Town Senior meetings remains steady. Seniors enjoy bingo monthly, in addition to a Holiday Party in December. In 2014, staff received monetary donations from Lexington Healthcare to help offset costs. In 2015, staff will continue to solicit sponsors for monetary donations. The Senior Chorus budget remained the same as the chorus continues to hold practice twelve months of the year. The Chorus is also busy singing at various functions in the surrounding communities as well as in Lombard
- Program 6200** *Sign Language:* Sign Language participants and revenue increased in 2014, which is expected to continue in 2015. Classes include Tiny Fingers, a baby sign class, as well as learning to sign classes.

- Program 6205** *Senior Crafts:* This section now encompasses the senior/adult calligraphy classes and creative memories classes. Calligraphy classes experienced a positive response in 2014, and this popularity is expected to continue in 2015. No fee increase was proposed for this section in 2015.
- Program 6210** *55 Alive:* 55 Alive/Drivers Safety is a contractual service agreement with AARP in which all proceeds go to AARP. AARP sets the fee for this program. No fee increase is forecast for 2015.
- Program 6300** *Special Events:* The annual Holiday Party remains popular with 90-100 participants attending yearly. No fee increase was proposed for 2015.



**Lombard Park District
2015 Proposed Budget
Recreation Fund - 10
Early Childhood - 70**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$254,950	\$244,886	\$264,753	\$203,731	\$226,004	\$286,211
Program Salaries	134,226	61,862	63,958	35,612	52,537	59,104
Program Supplies	9,281	8,992	12,068	6,034	9,010	12,174
Program Contractual	<u>5,139</u>	<u>5,186</u>	<u>7,567</u>	<u>4,028</u>	<u>5,324</u>	<u>7,207</u>
Net Income	\$106,304	\$168,846	\$181,160	\$158,057	\$159,133	\$207,726

Performance Measure:

Number of Participants	2,819	2,391	-	-	2,776	3,148
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Program 6500

Kiddie Campus: Kiddie Campus tuition will increase from \$5.92 per hour (2014/2015 school year) to \$6.22 per hour for the 2015/2016 school year. Kiddie Campus is licensed by the Department of Children and Family Services. Enrollment has decreased for the 2014/2015 school year to 108 students. This decline has occurred in both the three and four year old age groups. Staff has budgeted for 134 students for the 2015/2016 school year. Staff is proposing to reduce fees in the hard to fill afternoon time slots, to increase enrollment in the program. In 2013, full time staff wages work moved from Kiddie Campus to the Recreation – General and accounts for the significant change in net income in Early Childhood.



Program 6550

Babysitting: Babysitting is a program that allows fitness class and parent/tot class participants an opportunity to drop off their children or child's sibling for an hour, while the parent participates in a program at the SKRC. Staff costs are determined by the ages of the children that frequent the nursery. In 2015 there will be no fee for babysitting, to entice more participants to register for Fitness and Parent/Tot classes at an affordable rate.

- Program 6555** *Parent's Time Out:* Parent's Time Out is a nursery program that runs Monday-Friday, to coincide with the babysitting program. Children are registered in this program by the day, and parent's are able to drop children off and run errands, attend doctor's appointment, etc. As with the babysitting program, staff costs are determined by the number of children attending and their ages.
- Program 6605** *Lil' Rascal's:* Lil'Rascals/Kool Adventures Camp began the summer session one week later than usual, due to the unusually high number of emergency days taken by the school districts. Kool Adventures will offer additional two and three day options to entice added enrollment. The camps utilize Sunset Knoll Park to its fullest, enjoying the playgrounds, splash pad and fishing pond.
- Program 6650** *Daddy/Daughter Dance:* Daddy/Daughter dances are held twice a year, once at Lilac Time, and once in December. These dances continue to be popular with girls and their daddies visiting with Santa at the Holiday Dance and Lilac Princesses at the Little Lady Lilac Ball.
- Program 6655** *Seasonal Special Events:* This area includes many small special events such as; Monster Bash, Cookie Decorating, Candy Making, Ornament Making, Gingerbread House Making and Letters From Santa. Fees are not proposed to be raised for these programs in 2015.
- Program 6700** *Preschool Parties:* Preschool Parties are held on Friday afternoons throughout the year, additional parties are held in June and August before tot classes begin and after they conclude for the summer. Preschool Party participation was high throughout 2014. No fee increase was proposed for Preschool Parties in 2015.
- Program 6750** *Take Time for Tots Day:* The Park District received \$1,025.00 in donations from area businesses to cover the cost of entertainment at this event. Staff was able to provide pony rides and a balloon artist with these donations. Staff will continue to solicit donations from area businesses.
- Program 6800** *Preschool Sports:* Pee Wee Gym is a large motor parent/tot activity class held on Wednesday mornings for six months through three year olds. Short Sports is a parent/tot and tot sports class held on Friday mornings. Short Sports is an extremely popular class, with 15 couples or more regularly registering. No fee increase was proposed for this area in 2015.



Program 6855

Computertots: The ComputerTots/Explorers programs are innovative digital, robotic and other creative programming for eight through 12 year olds.

**Program 6900**

Tot Theme: This budget area includes several small programs including animals, science/nature, story/craft and kiddie chefs. Participation in Tot Theme classes increased in 2014, due to the popularity of summer programs offered and programs offered on weekdays at the 4 pm time slot.

Program 6905

Parent/Tot: Parent/Tot class enrollment decreased in 2014, especially in the brutally cold Winter session. Many programs offered ran with minimums, as opposed to maximum number of participants in classes. Staff will continue to experiment with classes in 2015 – changing session lengths, formats of classes and names, plus adding new age groups to achieve a positive result.

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**Lombard Park District
2015 Proposed Budget
Recreation Fund - 10
Visual & Performing Arts & Crafts - 75**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$116,223	\$116,442	\$143,727	\$93,333	\$114,244	\$127,569
Program Salaries	23,536	22,129	27,623	15,461	23,492	24,839
Program Supplies	10,440	8,582	11,686	450	11,111	12,311
Program Contractual	25,982	27,920	33,811	17,215	23,817	27,051
Net Income	\$56,265	\$57,811	\$70,607	\$60,207	\$55,824	\$63,368

Performance Measure:

Number of Participants	2,884	2,975	-	-	2,739	3,042
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Program 7000 *Pre-Ballet:* Fairy Princess Dance filled consistently throughout the year. Movin & Shakin, the three year old version of dance, experienced a decline in registrations throughout 2014.

Program 7005 *Ballet:* Ballet classes realized a slight decrease in 2014, but the Lyrical genre is showing an increase in enrollment.

Program 7010 *Jazz:* Pre tap and Jazz does well with large class sizes during the show season and classes consistently being held in other seasons as well.

Program 7015 *Tap:* Youth Tap/Jazz classes are being offered as both an individual class and within the Performing Troupe section. Participation increased in 2014. The Performing Troupe split into two different skill level classes, with the instructor appointing which skill level students should register for.

Program 7020 *Street Dance:* This area experienced a decrease in 2014 in the five to eight year old age range, during the show session.



- Program 7030** *Pom Pon:* Pom Pon is offered as a combo class with Jazz, to help boost registration and fill existing spaces in classes. This class did well in 2014, with classes consistently running after the Dance Show.
- Program 7100** *Dance Show:* The Dance Show will once again be held at Glenbard East High School in February 2015. Ticket prices will remain at \$8 per person. Staff has budgeted for the instructor salaries for the show and dress rehearsal to be taken from this line item, as well as more extensive stage decorations and Glenbard East High School staffing in the contract service line item. In 2014, the show was split into an 11 am show, for all dancers under the age of five, and a 2 pm show for 5-15 year olds. This shortened the duration of the show and staff received many positive comments regarding this change. In 2015, a Master of Ceremonies will be added to the show.
- Program 7300** *Music Lessons:* This budget combined all music oriented programs into one budget, including; Piano, Guitar Pickers, Private Guitar and Voice. Guitar increased participation in 2014, filling to the maximum almost every session, with the owner of the company coming back to teach lessons. Voice Lessons decreased in participation, as the instructor needed to take time off due to illness. Youth and Adult Piano Lessons experienced an increase in participation for 2014, due in part to the revamping of the program from six weeks to four weeks, which lowered the cost of registration.
- Program 7400** *Kid Rock:* Kid Rock is a musical contract service program that offers classes from 12 months through four year olds.
- Program 7405** *Music Together:* Music Together is a national music program, research based, with developmentally appropriate curriculum for the very young child. This program is for infants through kindergarteners and their parents. This program is offers evening classes for the working parent, as well as daytime programming. Music Together experienced a drop in participation, as the company was sold, and the beloved former owner is no longer teaching. Staff believes this program will rebound in 2015.



**Lombard Park District
2015 Proposed Budget
Recreation Fund - 10
Fitness – 80**

	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
Program Fees	\$137,966	\$126,632	\$159,125	\$96,851	\$121,176	\$150,247
Program Salaries	58,367	51,082	61,154	38,275	52,661	60,446
Program Supplies	2,101	1,975	3,100	290	3,100	3,400
Program Contractual	<u>31,304</u>	<u>30,936</u>	<u>34,402</u>	<u>20,473</u>	<u>28,504</u>	<u>30,650</u>
Net Income	\$46,194	\$42,639	\$60,469	\$37,813	\$36,911	\$55,751

Performance Measure:

Number of Participants	3,364	3,393	-	-	2,701	2,787
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Program 8000 *Yoga:* The number of classes will slightly increase in 2015 as staff has added a new class of Yoga Dance and continues to work to increase participation in each class. Staff will continue to offer and expand yoga classes for children/teens/seniors as staff works to provide opportunities in fitness for all age groups.

Program 8005 *Teen Fitness:* Teen fitness classes have been offered for several years with the summer Teen Yoga being well received with 12 new participants.

Program 8050 *Bodywork:* This reflects the participation in Walking Club, Senior Fitness, Light Weight Workout, Nordic Walking and Gentle Walking. Second classes for Senior Fitness have been added and in 2015 new formats are scheduled. This includes additional afternoon classes. These programs experienced a slight decline when a popular instructor had to leave suddenly.

Program 8055 *Minute by Minute:* This program experienced no revenue in 2014 due to the loss of the instructor. This class is budgeted to return in 2015 with a new instructor and much enthusiasm for another cardio class.

- Program 8060** *Kickboxing:* New instructors are building a following as these cardio workout classes and kickboxing continue to grow.
- Program 8065** *Fun Fitness:* Staff is looking to fill this class time with new formats in 2015. There are several days and times to accommodate new programs; it's in the planning stages to be ready for the winter session of classes. Staff expects them to be fun and popular. They will include strollers and children and even the family dog.
- Program 8070** *N.I.A:* With a very dedicated instructor and interested participants, this program will return in 2015.
- Program 8100** *Power Sculpt:* Staff continues to restructure classes in this category and has budgeted to see increased participation in 2015. Muscle workout continues to be very popular and the current Boot Camp instructor, leading the early morning workouts three mornings a week is having great success continuing to bring men into his classes. Participation in these classes continues to increase.
- Program 8105** *Variety Training:* Growth is projected in this category as the Best Body Workout instructor builds a following. Also growing in this area is the Sit and Get Fit classes that are offered twice a week and cater to the special needs population for their modified fitness needs. The current participants are ready to move on to a more vigorous format and that calls for additional classes, Sit and Get Fit 2. New instructors are working under a new pay structure which is allowing for reduced expense in this area.



Program 8115 *Wake Up Call:* This area of fitness continues to grow as Zumba/Pilates/STEP are very popular formats.

Program 8150 *Senior Exercise:* This program has been in the schedule for almost 30 years and continues to serve the needs of our active older adults. In 2014 there was reduction to the base of participants. The instructor is working hard to attract new participants.

Program 8250 *Tai Chi:* The instructor continues to offer a great program and attract new and returning participants. New classes and specialty workshops are added regularly to this contractual program.

Program 8400 *Massage Therapy:* Massage Therapy continues to round out the Fitness/Wellness choices. The District's certified Massage Therapist is available by appointment. This program saw a slight decrease in 2014 as the harsh winter kept some clients away. Massage Therapy is budgeted to increase participation in 2015.

Program 8450

Weight Room: Usage of the Fitness Center has seen a decrease in participation again 2014. Staff continues to offer Fitness Challenges to inspire participants to continue using the Center. Staff believes the challenge of fitness facilities such as Blast Fitness, Xsport and Health Track in such close proximity has caused some of our decrease.

Program 8455

Personal Training: There has seen an increase in the purchase of Personal Training in 2014 and staff believes this will continue in 2015. Marketing will continue to promote this to inspire potential of growth.



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**Lombard Park District
2015 Proposed Budget
Paradise Bay Water Park – 20**

The 2014 pool season was almost identical to last summer with slightly more rain, yet operations were extremely efficient resulting in a surplus within the Pool Fund. The average daily temperature was 80.74 degrees, compared to last summer's 80.88 degrees. Daily attendance dropped to 60,250 (61,294 last season) and when combined with private rentals, birthday parties, special events, programming, teen nights, swim team meets and dive team meets that totaled 105,000 or a 4% decrease.

	2012	2013	Estimated 2014	Proposed 2015
Performance Measures:				
Number of Registrations	1,981	1,549	1,368	1,692
Daily Admissions	78,186	61,475	60,260	68,637
Total Visits	120,000	110,000	105,000	108,150



Concession operations were refined at Calypso Café where there was just over \$60,840 in sales during the season. This was an increase over \$52,475, the sales of 2013. Paradise Bay hosted five home meets and the “B” Conference meet for the Waves swim team who finished in second place at their ‘A’ conference meet and finished second in their “B” conference meet. The Waves dive team finished fourth in their conference. The Water Park again, hosted free admittances to ten local hotels and motels continuing the intergovernmental agreement with the Village of Lombard. In return, the Village of Lombard reimburses the District for the sewer portion of the water bill at Paradise Bay and the splash pad. In 2014, the Village set a maximum amount for the reimbursement of \$13,000.

Safety is staffs main concern at the water park and staff was very happy to receive two 5-Star audits, which is the highest rating and one 4-Star audit from the lifeguard/facility auditors, Starfish Aquatic Institute. Sixteen individual lifeguards were visually audited on their performance while in the lifeguard chair and 15 received a 5-Star perfect score. As in the past, the goal in 2015 is to achieve a top rating of 5-Star throughout the periodic lifeguard audits.

Budgeting for the seventh season of Paradise has been less challenging as data is now available for three very successful seasons. Staff now has a better estimate regarding the expenditure side of every type of season. In 2015, staff is projecting most revenues at a three year average with a 5% fee increase in programs and no



03/11/2015

increase in pool pass fees or daily admission fees. Outdoor pools usually see a decrease in pass sales after cool summers and increased sales after hot summers. These increases and decreases are offset by daily fee admissions.

Staff expenses are budgeted with a 15% reduction for rainouts. This number in each staff expense category is representative of the probable rain days and times that the facility will run at lower attendance or possibly closed for the day. In 2014, experiencing some cooler, rainy weather, the facility was closed only three full days but many partial days and experienced many days of low attendance. Additional staff costs were incurred when PBW opened for the unscheduled Memorial Day Weekend and the additional full days at the end of August.

Staff prepared a budget with a 3% increase in the number of bookings and a 5% increase in fees for Birthday Parties, Group visits and Private Rentals. There was more booking this season than in the past with only a small number of cancellations due to the weather.

The late dismissal of area schools this spring forced the rescheduling of Session I of swim lessons. This reschedule and the poor weather at the beginning of June discouraged registration in the swim lesson program. Session 1, experienced very low registration. The overall swim lesson program experienced a 9% decrease with 1,136 children working on their swimming skills. Private swim lessons were enjoyed by 73 children for a 5% decrease from 2013. These decreased numbers all occurred in Session I.



Staff continued the cooperative effort with Downers Grove Park District to provide swim lessons for their residents. Paradise Bay hosted 162 children from Downers Grove for a 22% increase over 2013. Staff has budgeted to include this again in 2015.

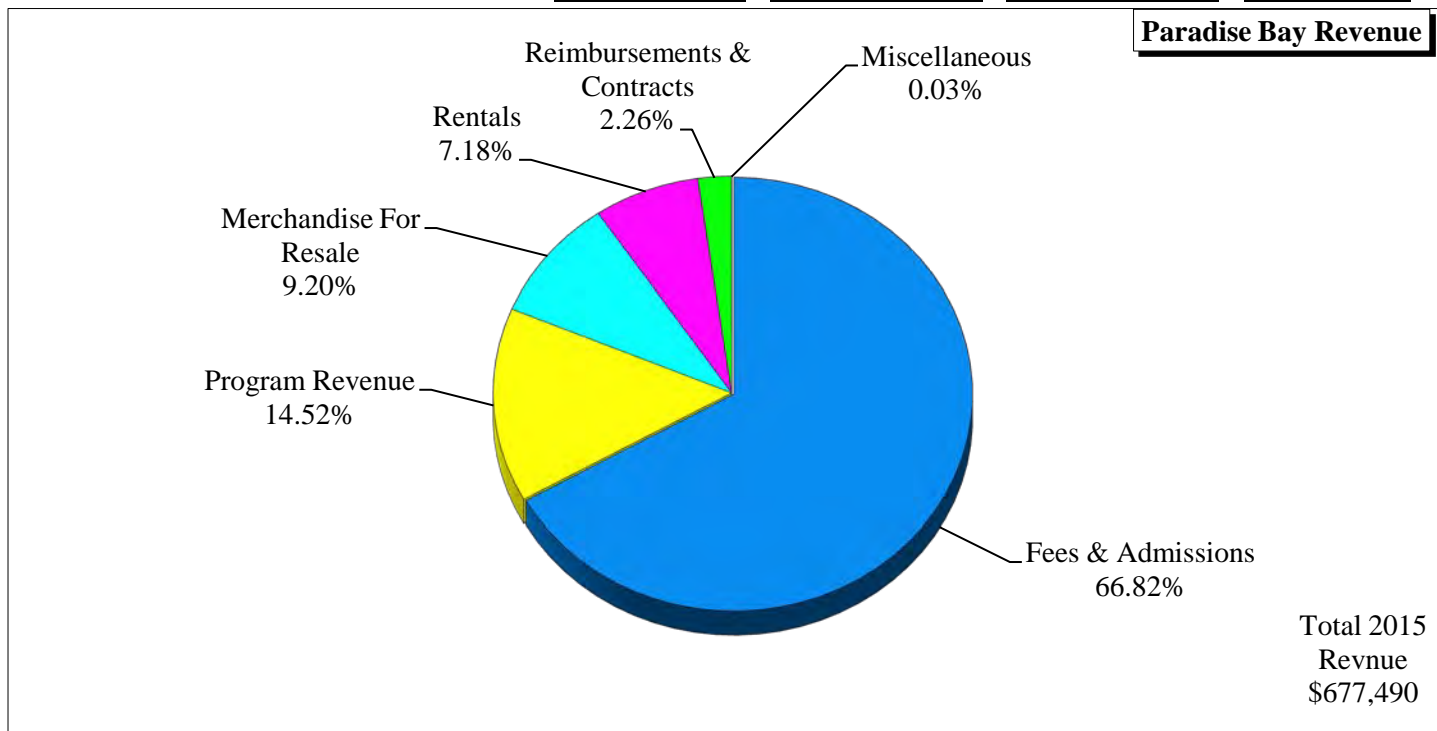
Special Events had 4,230 participants come to the water park to enjoy the activities. These included; Float Night, Father's Day, Water Carnival, Daddy 'N Me Water Olympics, Mother's Day, Luau, Night at the Races, Grandparents Day and National Neighborhood Night Out. Several events were cancelled due to cool or rainy weather. PBW hosted Customer Appreciation Day in late August with an attendance of almost 700 visitors. They enjoyed a DJ, Hawaiian Dancers, free lunch, give-a-ways, raffle prizes, bounce house and even Ducky Races.

The "Family and Friends" punch card program was again well received. The punch card was given to all pass holders, it gave them the ability to bring in their family or friends with them at the 11:30 am pass holder's entrance time at regular admission rates for public swim. Each pass had ten punches on it so the pass holder could bring in one person ten times or ten different friends in one time each.

Capital Improvements completed in 2014 included the rebuilding of turbine pumps, replacement of acid lines, calking of the pool deck, LED pool lights and chair replacements. Information on 2015 capitals for the pool can be found in the Proposed Capital Projects list.

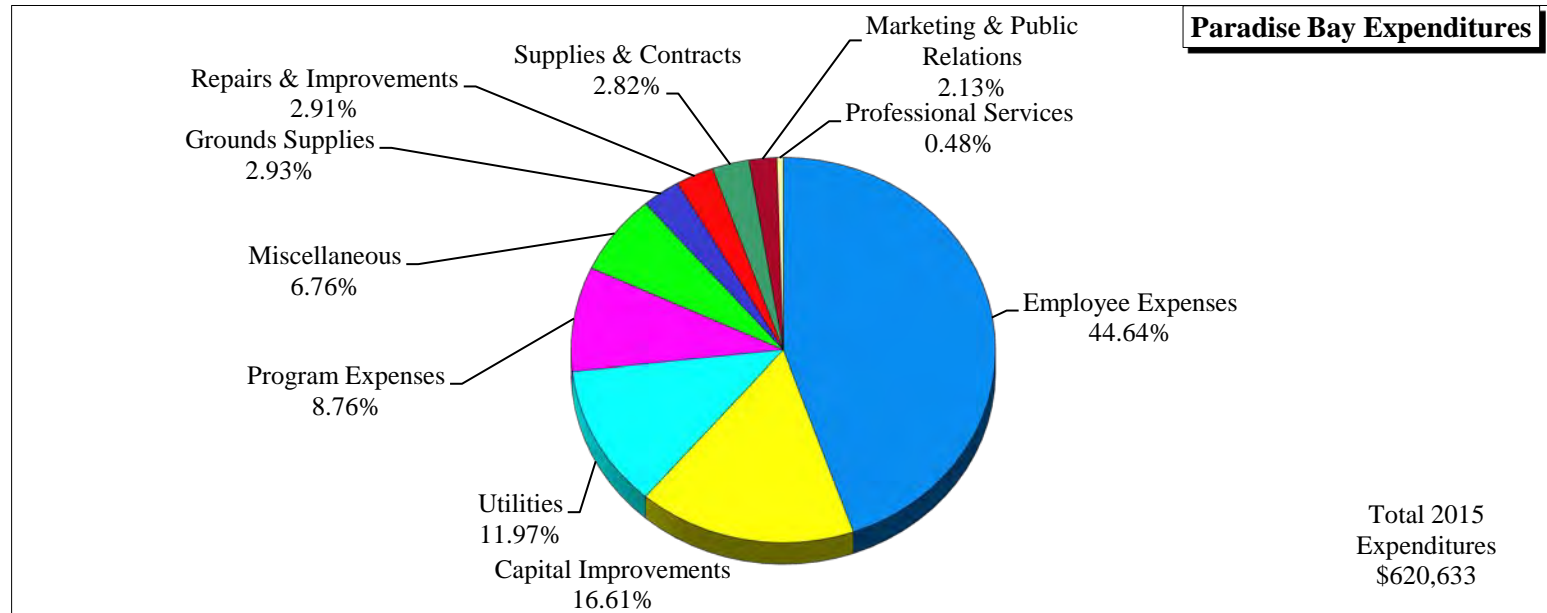
**LOMBARD PARK DISTRICT
PARADISE BAY REVENUE
PROPOSED BUDGET 2015**

Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Fees & Admissions	\$ 452,694	66.82%	\$ 142	0.03%
Program Revenue	98,339	14.52%	(2,289)	-2.27%
Merchandise For Resale	62,339	9.20%	(1,707)	-2.67%
Rentals	48,630	7.18%	(4,098)	-7.77%
Reimbursements & Contracts	15,315	2.26%	2,084	15.75%
Miscellaneous	173	0.03%	-	0.00%
	<u>\$ 677,490</u>	<u>100.00%</u>	<u>\$ (7,952)</u>	<u>-0.86%</u>



**LOMBARD PARK DISTRICT
PARADISE BAY PARK EXPENDITURES
PROPOSED BUDGET 2015**

Expense	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Employee Expenses	\$ 277,071	44.64%	\$ 5,058	1.86%
Capital Improvements	103,073	16.61%	16,773	19.44%
Utilities	74,297	11.97%	19,721	36.13%
Program Expenses	54,338	8.76%	3,448	6.78%
Miscellaneous	41,931	6.76%	(719)	-1.69%
Grounds Supplies	18,184	2.93%	(2,000)	-9.91%
Repairs & Improvements	18,069	2.91%	11,568	177.94%
Supplies & Contracts	17,476	2.82%	1,969	12.70%
Marketing & Public Relations	13,194	2.13%	-	0.00%
Professional Services	3,000	0.48%	(163)	-5.15%
	<u>\$ 620,633</u>	<u>100.00%</u>	<u>\$ 55,655</u>	<u>9.85%</u>



Lombard Park District
Fund Summary - Proposed Budget Report
Swimming Pool Fund - 20
Fiscal Year 2015

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
230 Fees & Admissions	\$ 486,733	\$ 436,901	\$ 452,552	\$ 434,449	\$ 434,453	\$ 452,694
240 Rentals	46,458	40,681	52,728	43,877	43,876	48,630
320 Merchandise for Resale	71,858	53,386	64,046	60,127	61,772	62,339
340 Reimbursements & Contracts	12,051	17,630	13,231	-	15,080	15,315
360 Miscellaneous Income	1,060	2,417	173	58	80	173
410 Program Fees	88,980	91,038	100,628	86,463	86,462	98,339
TOTAL REVENUE	\$ 707,140	\$ 642,053	\$ 683,358	\$ 624,974	\$ 641,723	\$ 677,490
EXPENSE						
510 Employee Expenses	\$ 282,312	\$ 269,266	\$ 272,013	\$ 251,203	\$ 281,452	\$ 277,071
520 Utilities	55,794	63,597	54,576	50,065	74,901	74,297
530 Repairs & Improvements	4,858	6,013	6,501	6,554	7,069	18,069
540 Supplies & Contracts	17,498	16,794	15,506	11,151	15,671	17,476
550 Grounds Supplies	18,155	10,614	20,184	10,064	11,065	18,184
560 Professional Services	2,900	3,050	3,163	2,700	2,700	3,000
610 Marketing & Public Relations	12,447	12,029	13,194	12,646	13,547	13,194
620 Permits & Licenses	1,530	2,530	2,531	1,454	2,531	2,531
630 Merchandise - Cost of Sales	35,163	26,072	30,960	28,110	28,109	30,960
640 Banking & Credit Card Fees	7,068	7,894	8,259	6,008	7,357	7,540
670 Miscellaneous Expense	478	49	900	-	900	900
710 Program Salaries	34,624	39,668	45,290	37,331	37,330	43,838
720 Program Supplies	1,096	1,248	3,000	2,646	2,645	7,900
730 Program Contractual Services	2,313	1,638	2,600	1,961	2,460	2,600
900 Capital Expenditures	48,149	41,126	86,300	53,453	75,054	103,073
TOTAL EXPENSE	\$ 524,385	\$ 501,588	\$ 564,977	\$ 475,345	\$ 562,791	\$ 620,633
TOTAL REVENUE	\$ 707,140	\$ 642,053	\$ 683,358	\$ 624,974	\$ 641,723	\$ 677,490
TOTAL EXPENSE	524,385	501,588	564,977	475,345	562,791	620,633
Change in Fund Balance	\$ 182,755	\$ 140,465	\$ 118,381	\$ 149,629	\$ 78,932	\$ 56,857

**Lombard Park District
2015 Proposed Budget
Western Acres Golf Course – 30**

Western Acres golf course hosted 18,481 rounds of golf, a decrease of 12.7%. This decrease can be attributed to the wet mild summer that the Chicagoland experienced. During June, July and August, there was about 12” more of rain then last year. Despite the rain, the course is anticipated to be open a similar amount of days in 2014. In addition, Groupons were offered again during the year and there were 2,114 purchased. There was a combination two-some with cart (1,092), two-some without cart (558), four-some with cart (363) and four-some without cart (101) sold and at the end of the season 75% were redeemed. Staff does not plan on offering this in 2015 in an effort to see if Groupon has helped to market to course.



Staff is proposing that all *daily fees (0505)* for residents and non-residents increase by \$1. A resident round of golf will be \$16 on a weekday and \$19 on a weekend. The amount of “specials” offered during the season will be reduced yet used to increase rounds on slower days. In addition, the discount will be continued at a \$2 savings. Overall, there were 18,481 rounds of golf in 2014 and staff budgeted for 21,401 rounds to be played in 2015. It is estimated that 21,000 rounds is the breakeven point for operations at WAGC. In addition, staff will continue to offer the Advantage Card, which rewards golfer’s one free round after golfing 10 paid rounds. Staff is proposing an increase of \$1 for *Gas Carts (0580)* bring the cost to rent a cart to \$9 for a single rider and \$18 for two riders. *Lessons (8700)* were down in 2014 and staff will offer the “Sticks for Kids” and a “Sticks for Kid’s Golf Camp” in 2015 in order to help increase the number of participants in lessons. Finally, *golf tournaments (8705)* will continue to be offered for special events such as night golf, Beer and Birdies and Wine and Nine. Additional details will be included in the 2015 marketing plan.

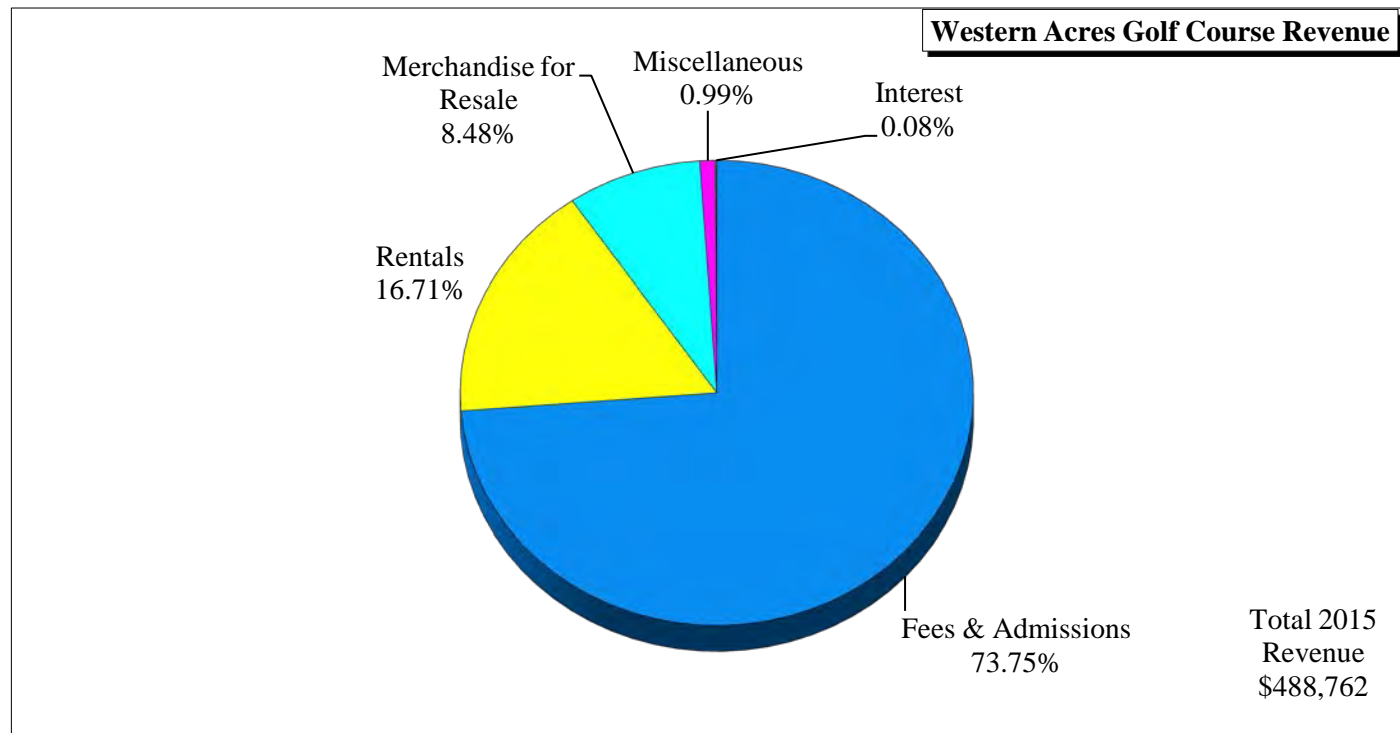
The Estimated 2015 *salaries & wages full time (1000)* includes 5.6% of the indirect wages and benefits for administrative staff that helps oversee the golf course have been allocated to this line item. *Maintenance of Equipment (1515)* continues to increase due to the aging fleet. Therefore, that has proposed the purchase of a used rough mower to replace the 1998 mower, the purchase of a six inch trash pump to replace the 1985 pump and the purchase of six new golf carts to replace existing 1996 carts. Finally, *tool and equipment rental (1685)* will continue to be used for renting gas carts for larger outings, additional water pumps when needed and a parts washer.

Performance Measures

	Actual 2012	Actual 2013	Estimated 2014	Proposed 2015
Number of Rounds	21,209	21,174	18,481	21,401
Cost Per Round	\$ 18.52	\$ 19.83	\$ 21.87	\$ 20.64

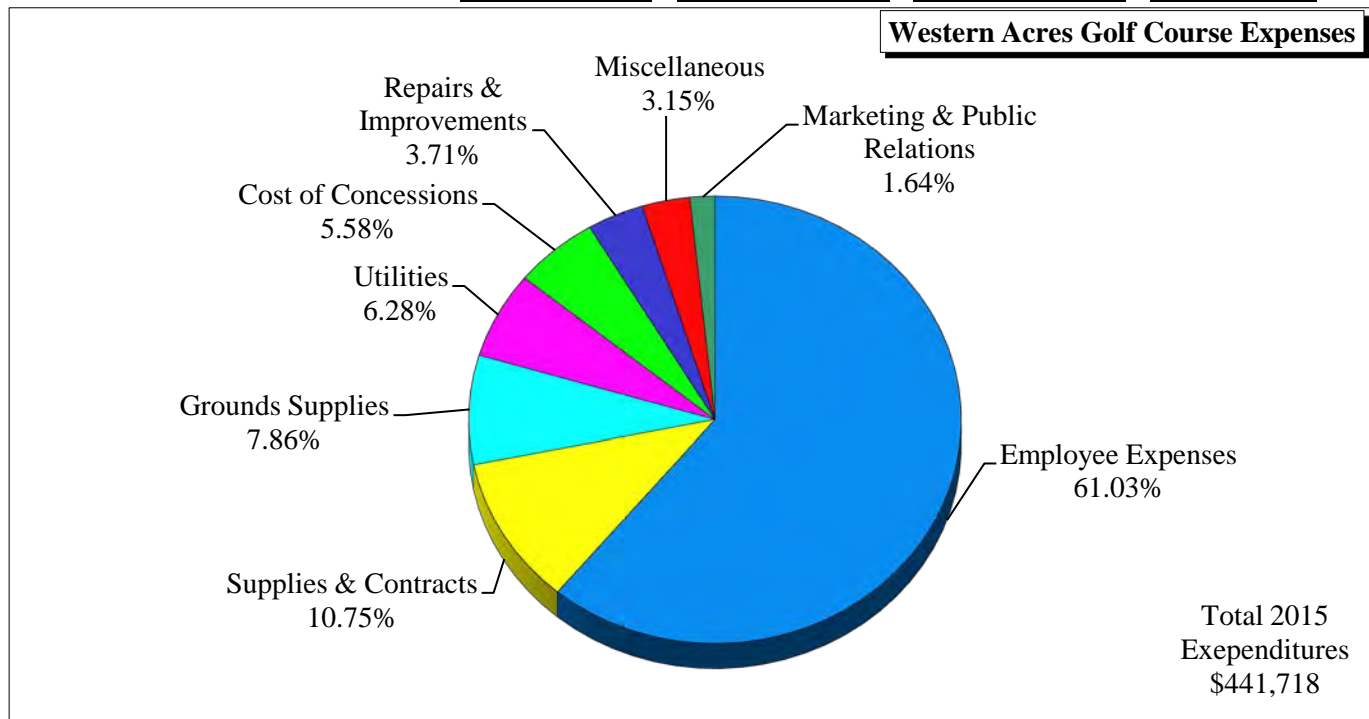
**LOMBARD PARK DISTRICT
WESTERN ACRES GOLF COURSE REVENUE
PROPOSED BUDGET 2015**

Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Fees & Admissions	\$ 330,983	73.75%	\$ 19,841	6.38%
Rentals	74,969	16.71%	3,184	4.44%
Merchandise for Resale	38,046	8.48%	(2,052)	-5.12%
Miscellaneous	4,423	0.99%	(586)	-11.70%
Interest	341	0.08%	81	31.15%
	<u>\$ 448,762</u>	<u>100.00%</u>	<u>\$ 20,468</u>	<u>4.78%</u>



**LOMBARD PARK DISTRICT
WESTERN ACRES GOLF COURSE EXPENSES
PROPOSED BUDGET 2015**

Expense	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Employee Expenses	\$ 269,596	61.03%	\$ 12,254	4.76%
Supplies & Contracts	47,486	10.75%	199	0.42%
Grounds Supplies	34,715	7.86%	859	2.54%
Utilities	27,721	6.28%	(4,003)	-12.62%
Cost of Concessions	24,642	5.58%	950	4.01%
Repairs & Improvements	16,400	3.71%	(100)	-0.61%
Miscellaneous	13,920	3.15%	(3,693)	-20.97%
Marketing & Public Relations	7,238	1.64%	(100)	-1.36%
	<u>\$ 441,718</u>	<u>100.00%</u>	<u>\$ 6,366</u>	<u>1.46%</u>



**Lombard Park District
Fund Summary - Proposed Budget Report
Golf Course Fund - 30
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
220 Interest	\$ 206	\$ 285	\$ 260	\$ (47)	\$ 341	\$ 341
230 Fees & Admissions	289,204	290,033	311,142	252,464	269,886	330,983
240 Rentals	63,695	75,980	71,785	58,528	65,756	74,969
320 Merchandise for Resale	38,685	40,305	40,098	34,781	35,774	38,046
360 Miscellaneous Income	1,803	20,029	318	(216)	(239)	318
410 Program Fees	3,961	3,668	4,691	1,360	1,660	4,105
TOTAL REVENUE	\$ 397,554	\$ 430,299	\$ 428,293	\$ 346,870	\$ 373,178	\$ 448,762
EXPENSE						
510 Employee Expenses	\$ 231,192	\$ 242,073	\$ 257,342	\$ 184,334	\$ 245,907	\$ 269,596
520 Utilities	27,713	26,138	31,724	17,730	26,006	27,721
530 Repairs & Improvements	22,759	30,643	16,500	12,763	16,402	16,400
540 Supplies & Contracts	41,669	45,272	47,287	38,853	44,349	47,486
550 Grounds Supplies	35,208	33,775	33,856	27,715	32,050	34,715
610 Marketing & Public Relations	6,044	6,103	7,338	6,813	7,317	7,238
630 Merchandise - Cost of Sales	20,474	22,160	23,692	18,253	20,983	24,642
640 Banking & Credit Card Fees	9,665	9,222	11,823	7,560	8,739	9,035
670 Miscellaneous Expense	(5,224)	1,725	1,890	1,116	1,890	1,985
710 Program Salaries	2,865	2,746	3,400	576	576	2,400
720 Program Supplies	400	-	500	-	-	500
TOTAL EXPENSE	\$ 392,763	\$ 419,856	\$ 435,352	\$ 315,713	\$ 404,219	\$ 441,718
TOTAL REVENUE	\$ 397,554	\$ 430,299	\$ 428,293	\$ 346,870	\$ 373,178	\$ 448,762
TOTAL EXPENSE	392,763	419,856	435,352	315,713	404,219	441,718
Change in Fund Balance	\$ 4,791	\$ 10,443	\$ (7,059)	\$ 31,157	\$ (31,041)	\$ 7,044

**Lombard Park District
2015 Proposed Budget
Special Recreation Fund – 40**

*Special programs for special people....*recreational and leisure services are available to our disabled population through the Northeast Special Recreation Association (NEDSRA).

The NEDSRA Board of Directors consists of one representative from each participating Park District. The Board is responsible for establishing all major policies and changes therein and for approving all budgets, capital outlay, programming and master plans.

The Special Recreation Fund is a Special Revenue Fund established to account for revenues derived from a specific annual property tax levy and expenditures of these monies to NEDSRA, to provide special recreation programs for the physically and mentally handicapped. Capital projects for 2014 were identified through the 2011 ADA Master Plan and are detailed in the Capital Projects section. The schedule may vary slightly based any needs that arise during the year. Phase I of the ADA Master Plan is included in the Capital Replacement Plan

The 2014 NEDSRA budget was determined using the new funding mechanism approved during 2013. There will be nearly \$168,000 of ADA improvements which is being levied in the current year and an additional \$58,000 carried over from 2014.

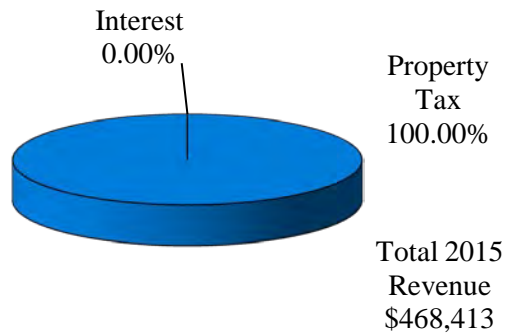
**Tax Levy Estimate
2015 Proposed Budget**

2013/14 Contribution	\$	286,841
Expected Increase Per Agreement	\$	4,261
Inclusion Costs	\$	1,500
ADA Training	\$	7,110
Lombard ADA – District Wide	\$	226,653
Lombard Levy	\$	468,392
Lombard Receivable From NEDSRA	\$	<u>175,769</u>
Net to NEDSRA	\$	292,623

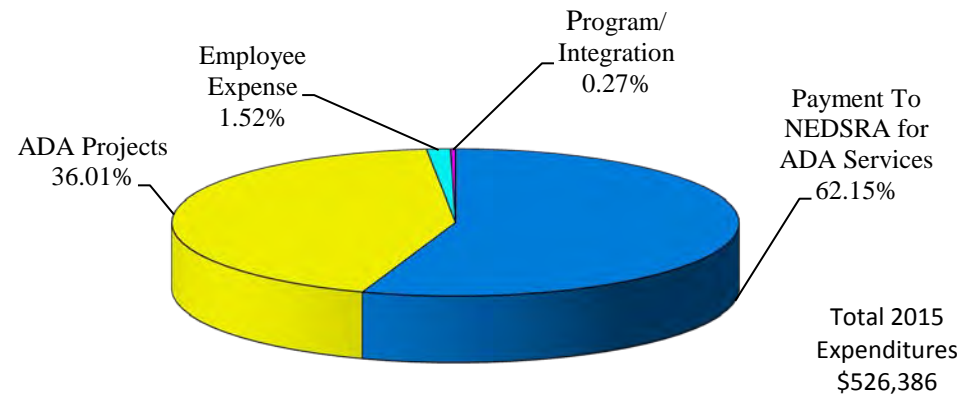
LOMBARD PARK DISTRICT
SPECIAL RECREATION FUND REVENUE & EXPENDITURES
PROPOSED BUDGET 2015

Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Property Tax	\$ 468,392	100.00%	\$ (5,155)	-1.09%
Interest	21	0.00%	(31)	-59.62%
	<u>\$ 468,413</u>	<u>100.00%</u>	<u>\$ (5,186)</u>	<u>-1.10%</u>
Expenditures				
Payment To NEDSRA for ADA Services	\$ 291,123	55.31%	\$ 4,263	1.49%
ADA Projects	226,653	43.06%	(31,047)	-12.05%
Employee Expense	7,110	1.35%	210	3.04%
Program/Integration	1,500	0.28%	-	0.00%
	<u>\$ 526,386</u>	<u>100.00%</u>	<u>\$ (26,574)</u>	<u>-4.81%</u>

Special Recreation Fund Revenue



Special Recreation Fund Expenditures



**Lombard Park District
Fund Summary - Proposed Budget Report
Special Recreation Fund - 40
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
210 Taxes	\$ 538,915	\$ 494,989	\$ 473,547	\$ 435,404	\$ 461,470	\$ 468,392
220 Interest	24	42	52	7	30	21
TOTAL REVENUE	\$ 538,939	\$ 495,030	\$ 473,599	\$ 435,411	\$ 461,500	\$ 468,413
EXPENSE						
510 Employee Expenses	\$ 1,227	\$ 4,451	\$ 6,900	\$ -	\$ 6,900	\$ 7,110
650 Special Recreation	282,065	282,065	288,360	286,841	287,615	292,623
660 Interfund Transfers Out	156,008	-	-	-	-	-
900 Capital Expenditures	\$ -	257,845	257,700	16,312	260,946	226,653
TOTAL EXPENSE	\$ 439,299	\$ 544,361	\$ 552,960	\$ 303,153	\$ 555,461	\$ 526,386
TOTAL REVENUE	\$ 538,939	\$ 495,030	\$ 473,599	\$ 435,411	\$ 461,500	\$ 468,413
TOTAL EXPENSE	439,299	544,361	552,960	303,153	555,461	526,386
Change in Fund Balance	\$ 99,639	\$ (49,331)	\$ (79,361)	\$ 132,259	\$ (93,961)	\$ (57,973)

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**Lombard Park District
2015 Proposed Budget
Liability Fund - 50**

The Park District has been a member of the Park District Risk Management Fund (PDRMA) since 1985. PDRMA has over 130 members who have formed an insurance pool in order to obtain better control of the insurance market and risk management. PDRMA provides comprehensive coverage's to all members for property, boiler and machinery, crime and lost revenues, general liability, auto liability, public officials' errors and omissions, workers compensation, employer's liability as well as volunteer medical accident coverage.

The Liability Fund is a Special Revenue Fund established to account for revenues derived from a specific annual property tax levy and expenditures of these monies for appropriated liability premiums, safety supplies, background checks, and safety awards.

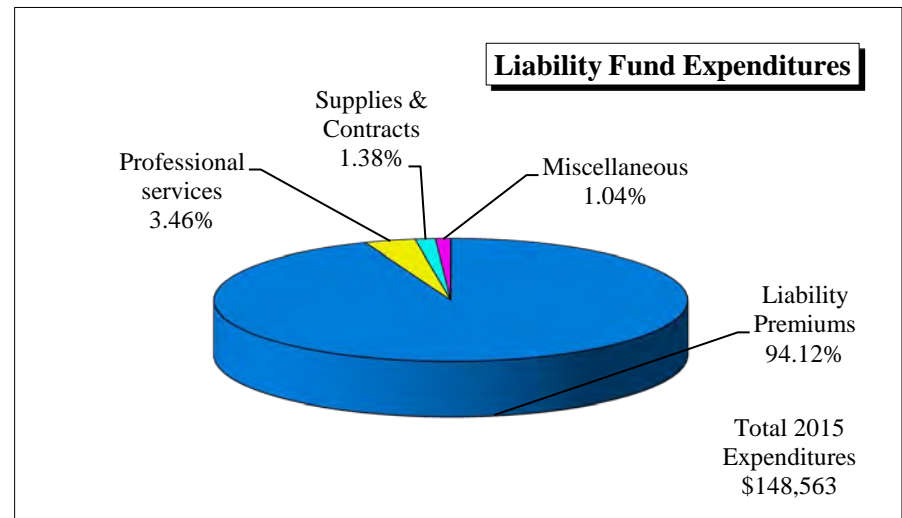
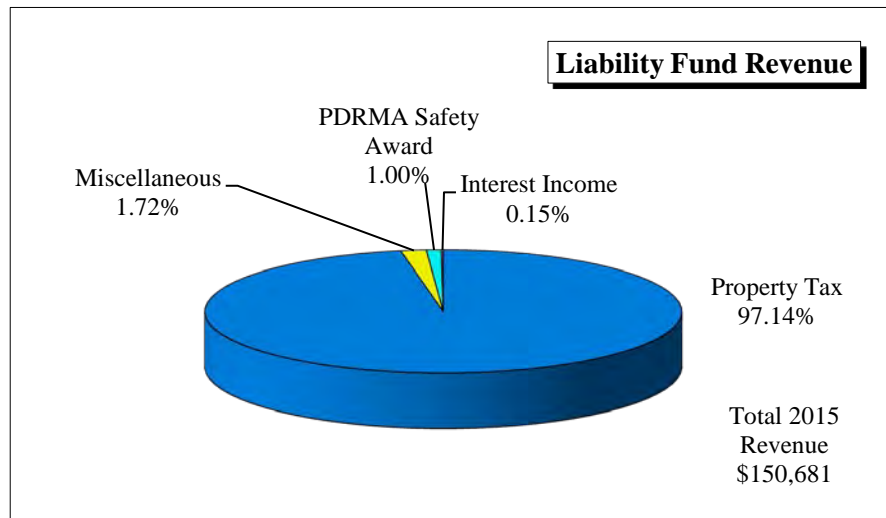
Staff budgeted to increase rates overall by approximately 2% for the variety of liability premiums that the District pays each year. PDRMA is still working on their estimated rate increases at this time. The District should hear something more definitive from them by December, so staff should be able to change the final budget estimates to actual costs prior to the document going on public display.

Staff has also continued to budget \$5,000 for unemployment costs. Staff does anticipate unemployment expenses during 2015. The budget amount is the total maximum the District could be held liable for in one (1) unemployment claim.



LOMBARD PARK DISTRICT
LIABILITY FUND REVENUE & EXPENDITURES
PROPOSED BUDGET 2015

Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Property Tax	\$ 146,372	97.14%	\$ 1,381	0.95%
Miscellaneous	2,590	1.72%	(910)	-26.00%
PDRMA Safety Award	1,500	1.00%	-	0.00%
Interest Income	219	0.15%	64	41.29%
	<u>\$ 150,681</u>	<u>100.00%</u>	<u>\$ 535</u>	<u>0.36%</u>
Expenditures				
Liability Premiums	\$ 136,063	94.12%	\$ (2,161)	-1.56%
Professional services	5,000	3.46%	-	0.00%
Supplies & Contracts	2,000	1.38%	-	0.00%
Miscellaneous	1,500	1.04%	-	0.00%
	<u>\$ 144,563</u>	<u>100.00%</u>	<u>\$ (2,161)</u>	<u>-1.47%</u>



**Lombard Park District
Fund Summary - Proposed Budget Report
Liability Fund - 50
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
210 Taxes	\$ 142,813	\$ 146,022	\$ 144,991	\$ 136,064	\$ 144,209	\$ 146,372
220 Interest	64	174	155	(28)	203	219
340 Reimbursements & Contracts	5,517	3,665	5,000	2,317	3,967	4,090
TOTAL REVENUE	\$ 148,394	\$ 149,860	\$ 150,146	\$ 138,353	\$ 148,379	\$ 150,681
EXPENSE						
510 Employee Expenses	\$ 125,358	\$ 129,837	\$ 138,224	\$ 85,853	\$ 133,472	\$ 136,063
540 Supplies & Contracts	330	51	2,000	-	2,000	2,000
560 Professional Services	2,500	4,683	5,000	2,738	5,000	5,000
610 Marketing & Public Relations	367	406	1,500	541	1,500	1,500
TOTAL EXPENSE	\$ 128,555	\$ 134,977	\$ 146,724	\$ 89,132	\$ 141,972	\$ 144,563
TOTAL REVENUE	\$ 148,394	\$ 149,860	\$ 150,146	\$ 138,353	\$ 148,379	\$ 150,681
TOTAL EXPENSE	128,555	134,977	146,724	89,132	141,972	144,563
Change in Fund Balance	\$ 19,839	\$ 14,884	\$ 3,422	\$ 49,221	\$ 6,407	\$ 6,118

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**Lombard Park District
2015 Proposed Budget
Debt Service Fund - 60**

This fund was established in 2003 to account for the accumulation of resources and payment of general obligation bond principal and interest. The District issues general obligation bonds to provide funds for acquisition and construction of major capital improvements over \$1,500. General obligation bonds are issued for general government activities, are direct obligations and pledge the full faith and credit of the District.

In June 2011, Standard and Poor's upgraded the District rating to AA while affirming the stable outlook. The rating action took place due to the "District's maintenance of strong financial reserves." The AA rating will allow the Park District to issue debt and obtain a lower interest rate as the District has proven itself to maintain "strong income levels" and "adequate financial operations with very strong fund reserves." During a recent bond issue in 2014, Standard & Poor's affirmed the 'AA' rating and revised the district's Financial Management Assessment (FMA) to "good" from "standard" based on the adoption of a formal fund balance policy, multiyear financial forecasting, and regular reporting of investment holdings to the board.

With the restoration of the District's ability to issue non-referendum debt, this fund is also used to account for both the collection of Tax Revenue and the payment of principal and interest for all current and future General Obligation Debt issues of the District.

As for the remainder of 2014, the District will have a December 15 principal and interest payment due for the purpose of paying the 2014 Bond. Those payments total \$763,755. A payment will be due on December 15 for principal and interest for the debt related to the 2008 Referendum in the amount of \$422,762.

The District is not planning on issuing debt in 2015. The District will consider issuing bonds in 2016 for the potential payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

Finally with regards to the Debt Service Fund, you will notice a Fund Balance at the end of the 2014 of \$120,914. When the District issued the 2005 debt (which was called in 2014), we required that the June 1, 2007 interest payment be included in the 2005 tax levy. This was done to prevent a default should the County be unable to, or delayed in, the forwarding of the District's anticipated tax revenue due June 1, 2007. In the future, the District will always have the June 1 interest payment in the bank at the end of the preceding year.

Debt Maturity Schedule

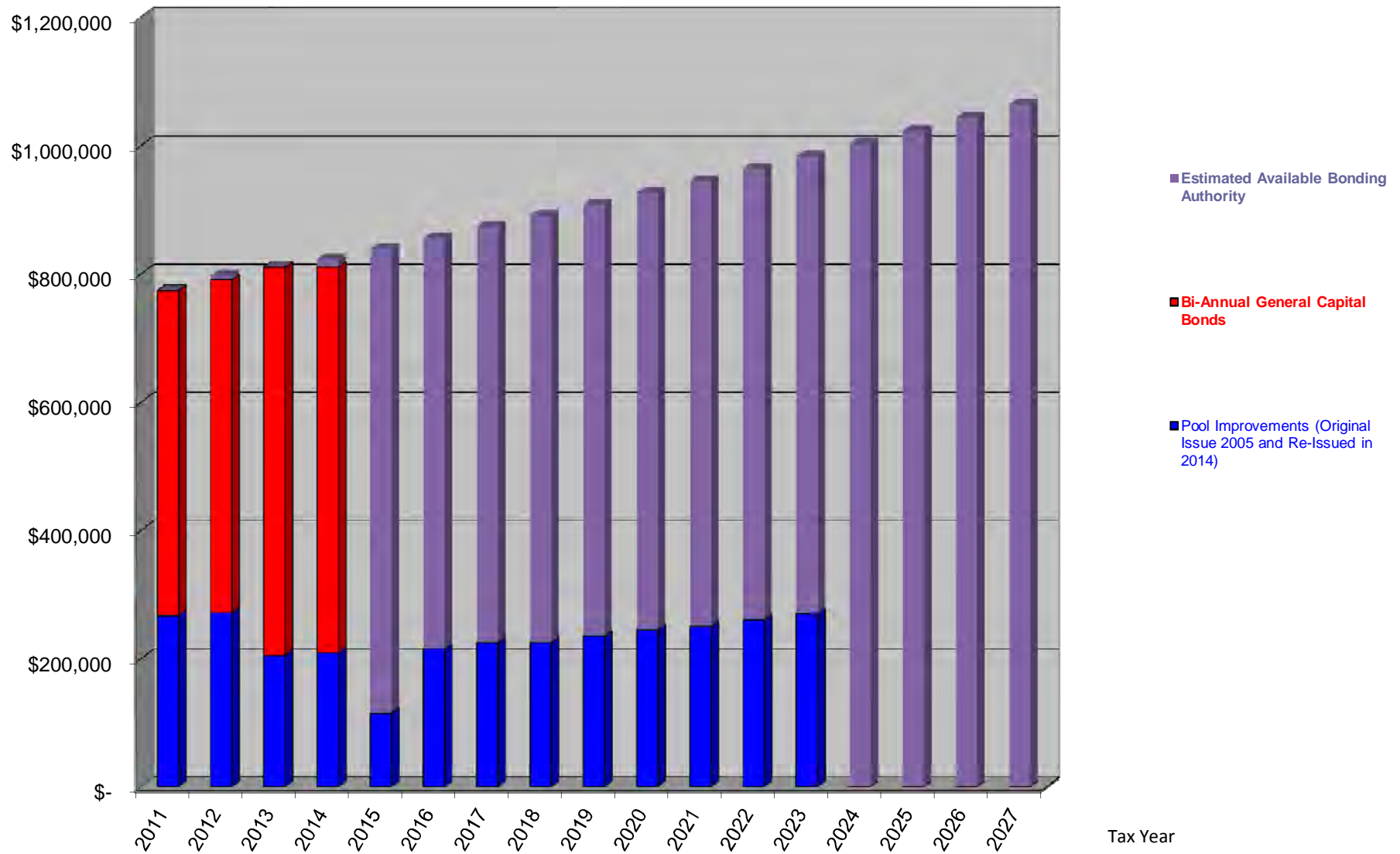
Budget Year	2014 Bond Issue (2005 Re-Issue)		2008 Bond Issue		2014 Bond Issue		All General Obligation Issues	
	Bond	Interest	Bond	Interest	Bond	Interest	Bond	Interest
2014	\$ 67,000	\$ 85,343	\$ 335,000	\$ 175,524	\$ 644,000	\$ 13,719	\$ 1,046,000	\$ 274,586
2015	185,000	75,975	360,000	163,800	541,000	8,205	1,086,000	247,980
2016	155,000	62,400	390,000	151,200	-	-	545,000	213,600
2017	215,000	57,750	415,000	137,550	-	-	630,000	195,300
2018	225,000	51,300	445,000	123,025	-	-	670,000	174,325
2019	225,000	44,550	475,000	106,338	-	-	700,000	150,888
2020	235,000	37,800	510,000	88,525	-	-	745,000	126,325
2021	245,000	30,750	540,000	69,400	-	-	785,000	100,150
2022	250,000	23,400	580,000	47,800	-	-	830,000	71,200
2023	260,000	15,900	615,000	24,600	-	-	875,000	40,500
2024	270,000	8,100	-	-	-	-	270,000	8,100
2025	-	-	-	-	-	-	-	-
2026	-	-	-	-	-	-	-	-
2026	-	-	-	-	-	-	-	-
Original Total	\$ 2,332,000	\$ 493,268	\$ 4,665,000	\$ 1,087,762	\$ 1,185,000	\$ 21,924	\$ 8,182,000	\$ 1,602,954

\$3,040,000 General Obligation Limited Park Bonds, Series 2005B: These bonds were issued for the purpose of significant renovation to and expansion of an existing 40-year old swimming pool; for other capital projects of the District. This bond was called and re-issued in 2014 and the principal interest represent the updated amounts. All principal payments are made on December 15.

\$5,900,000 General Obligation Park Bonds, Series 2008: These bonds were issued for the purpose of constructing and equipping an outdoor community pool and related facilities and building, maintaining, improving and protecting other parks and facilities of the District. All principal payments are made on December 15

\$1,185,000 General Obligation Limited Park Bonds, Series 2014: These bonds were issued for the purpose of payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District. All principal payments are made on December 15.

2014 Bond Sale, Bi-Annual Bond & Available Bonding Authority



**Computation of Legal Debt Margin
March 23, 2014**

2012 equalized assessed valuation	<u>\$ 1,159,472,053</u>
	0.575%
	Non-Referendum
	<u>Bonds</u>
Debt limitation - % of assessed valuation	<u>\$ 6,666,964</u>
Amount of debt applicable to debt limit	
Non-Referendum Bonds 2005B & 2014	<u>\$ 3,517,000</u>
Total Debt	<u>\$ 3,517,000</u>
Legal debt margin	<u>\$ 3,149,964</u>

The overall legal debt limit for the Park District bonds is 2.875% of assessed valuation for total debt including referendum, contracts, payable and non-referendum bonds.

The legal debt limit for non-referendum bonds is .575% of assessed valuation. Non-Referendum Limited General Obligation Park Bonds are bonds that are secured by the full faith and credit of the issuer. The debt service on these bonds is limited to \$741,334 per year, with a yearly increase based on the Consumer Price Index. The limit for 2015 is \$822,460.

**Lombard Park District
Fund Summary - Proposed Budget Report
Debt Service Fund - 60
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
210 Taxes	\$ 1,258,367	\$ 1,310,483	\$ 1,323,784	\$ 1,252,875	\$ 1,327,879	\$ 1,333,980
360 Interfund Transfers In	170,565	175,525	-	-	-	-
TOTAL REVENUE	\$ 1,428,932	\$ 1,486,008	\$ 1,323,784	\$ 1,252,875	\$ 1,327,879	\$ 1,333,980
EXPENSE						
901 2002 Bond	\$ 170,779	\$ 175,525	\$ -	\$ -	\$ -	\$ -
902 2005B Bond	267,465	271,865	-	-	-	-
903 2008 Bond	486,700	501,550	510,524	87,763	510,525	523,800
904 2010 Bond	507,764	518,982	-	-	-	-
905 2014 Bond	-	-	810,062	46,307	810,062	810,180
TOTAL EXPENSE	\$ 1,432,707	\$ 1,467,921	\$ 1,320,586	\$ 134,070	\$ 1,320,587	\$ 1,333,980
TOTAL REVENUE	\$ 1,428,932	\$ 1,486,008	\$ 1,323,784	\$ 1,252,875	\$ 1,327,879	\$ 1,333,980
TOTAL EXPENSE	1,432,707	1,467,921	1,320,586	134,070	1,320,587	1,333,980
Change in Fund Balance	\$ (3,776)	\$ 18,087	\$ 3,198	\$ 1,118,806	\$ 7,292	\$ -

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**Lombard Park District
2015 Proposed Budget
FICA Fund – 70**

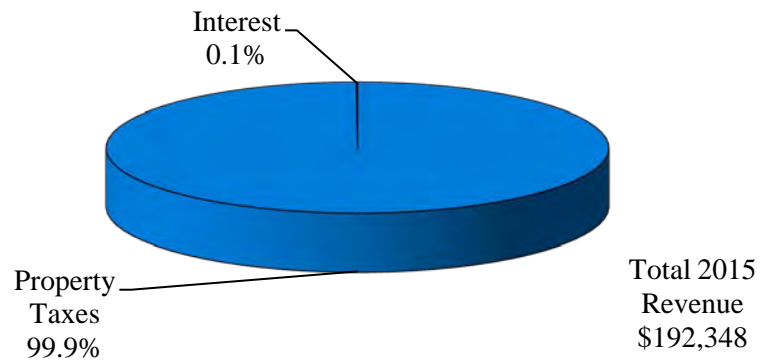
The FICA Fund is a Special Revenue Fund established for the purpose of expending monies derived from a specific annual property tax levy. These funds are expended to FICA for all funds except the Pool and Golf Course and are directly tied to the all salaries and wages.

The Park Districts total payroll estimated for 2015 is \$2,986,379. Of that amount, \$2,485,850 in payroll earnings is estimated to be covered by the FICA Fund.

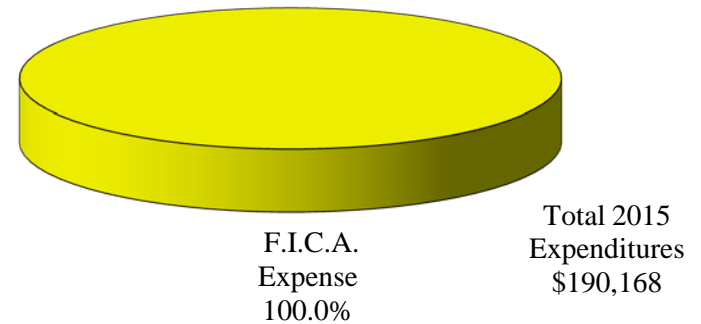
**LOMBARD PARK DISTRICT
F.I.C.A. FUND REVENUE & EXPENDITURES
PROPOSED BUDGET 2015**

Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Property Taxes	\$ 192,199	99.9%	\$ 3,745	2.0%
Interest	149	0.1%	45	43.3%
	<u>\$ 192,348</u>	<u>100.0%</u>	<u>\$ 3,790</u>	<u>2.0%</u>
Expenditure				
F.I.C.A. Expense	\$ 190,168	100.0%	\$ 4,160	2.2%
	<u>\$ 190,168</u>	<u>100.0%</u>	<u>\$ 4,160</u>	<u>2.2%</u>

F.I.C.A. Revenue Source



F.I.C.A. Expenditure



**Lombard Park District
Fund Summary - Proposed Budget Report
F.I.C.A. Fund - 70
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
210 Taxes	\$ 176,495	\$ 180,671	\$ 188,454	\$ 176,339	\$ 186,895	\$ 192,199
220 Interest	59	115	104	(34)	136	149
TOTAL REVENUE	\$ 176,553	\$ 180,786	\$ 188,558	\$ 176,305	\$ 187,031	\$ 192,348
EXPENSE						
510 Employee Expenses	\$ 171,162	\$ 167,535	\$ 186,008	\$ 141,228	\$ 179,246	\$ 190,168
TOTAL EXPENSE	\$ 171,162	\$ 167,535	\$ 186,008	\$ 141,228	\$ 179,246	\$ 190,168
TOTAL REVENUE	\$ 176,553	\$ 180,786	\$ 188,558	\$ 176,305	\$ 187,031	\$ 192,348
TOTAL EXPENSE	171,162	167,535	186,008	141,228	179,246	190,168
Change in Fund Balance	\$ 5,391	\$ 13,251	\$ 2,550	\$ 35,077	\$ 7,785	\$ 2,180

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**Lombard Park District
2015 Proposed Budget
IMRF Fund - 75**

The IMRF Fund is a Special Revenue Fund established for the purpose of expending monies derived from a specific annual property tax levy. These funds are expended to the Illinois Municipal Retirement Fund (IMRF) for all funds except the Pool and Golf Course.

The Park District contributes to IMRF, an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for approximately 2,600 local governments and school districts in Illinois. The Park Districts total payroll estimated for 2015 is \$2,986,379. Of that amount, \$2,047,713 in payroll earnings is estimated to be covered by the IMRF system.

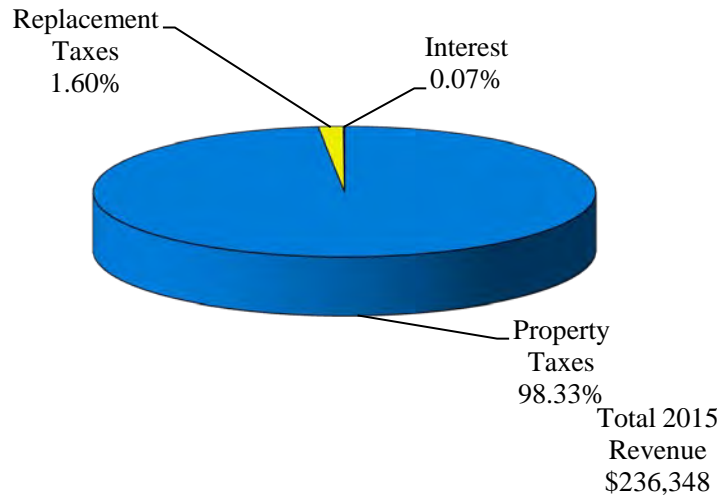
All employees hired in positions that meet or exceed the prescribed annual hourly standard of 1,000 hours must be enrolled in IMRF as participating members. Participating members are required to contribute 4.5% of their annual salary to I.M.R.F. The Park District is required to contribute the remaining amounts necessary to fund the system, using the actuarial basis specified by statute. The District's prescribed rate to IMRF has decreased from 13.00% to 12.64% this year, a decrease of 2.77%.

During the 1997 Audit, a point was made that a portion of the Personal Property Replacement Taxes received should go into this account. Staff has once again budgeted 3% of this tax revenue into the IMRF Fund, amounting to \$3,771.

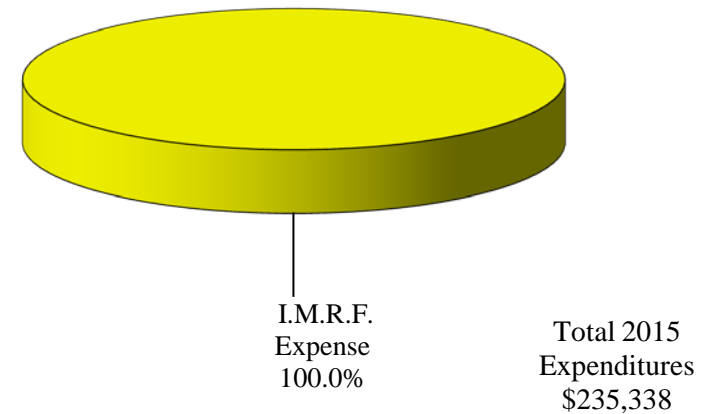
LOMBARD PARK DISTRICT
I.M.R.F. FUND REVENUE & EXPENDITURES
PROPOSED BUDGET 2015

Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Property Taxes	\$ 232,406	98.33%	\$ (8,097)	-3.37%
Replacement Taxes	3,771	1.60%	(5)	-0.13%
Interest	171	0.07%	41	31.54%
	<u>\$ 236,348</u>	<u>100.00%</u>	<u>\$ (8,061)</u>	<u>-3.30%</u>
Expenditure				
I.M.R.F. Expense	\$ 235,338	100.00%	\$ 893	0.38%
	<u>\$ 235,338</u>	<u>100.00%</u>	<u>\$ 893</u>	<u>0.38%</u>

I.M.R.F. Revenue Source



I.M.R.F. Expenditure



**Lombard Park District
Fund Summary - Proposed Budget Report
I.M.R.F. Fund - 75
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
210 Taxes	\$ 221,451	\$ 227,519	\$ 244,279	\$ 231,468	\$ 245,912	\$ 236,177
220 Interest	59	145	130	(23)	171	171
TOTAL REVENUE	\$ 221,509	\$ 227,664	\$ 244,409	\$ 231,445	\$ 246,083	\$ 236,348
EXPENSE						
510 Employee Expenses	\$ 217,184	\$ 237,022	\$ 234,445	\$ 173,645	\$ 233,248	\$ 235,338
TOTAL EXPENSE	\$ 217,184	\$ 237,022	\$ 234,445	\$ 173,645	\$ 233,248	\$ 235,338
TOTAL REVENUE	\$ 221,509	\$ 227,664	\$ 244,409	\$ 231,445	\$ 246,083	\$ 236,348
TOTAL EXPENSE	217,184	237,022	234,445	173,645	233,248	235,338
Change in Fund Balance	\$ 4,325	\$ (9,359)	\$ 9,964	\$ 57,800	\$ 12,835	\$ 1,010

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**Lombard Park District
2015 Proposed Budget
Audit Fund - 80**

The Illinois Revised Statutes requires that an annual independent audit of all accounts of the Park District be performed by a Certified Public Accountant designated by the Board of Park Commissioners. This requirement has been complied with, and the District has retained the firm Selden Fox, LTD as its certified independent auditor.

The Government Finance Officers Association's *Certificate of Achievement in Financial Reporting* has been applied for and received each year since 1999.

The Audit Fund was established to account for revenues derived from a specific annual property tax levy and expenditures of these monies for the annual audit for the District. This is budgeted for an increase in fund balance of \$200.



**LOMBARD PARK DISTRICT
AUDIT FUND REVENUE & EXPENDITURE
PROPOSED BUDGET 2015**

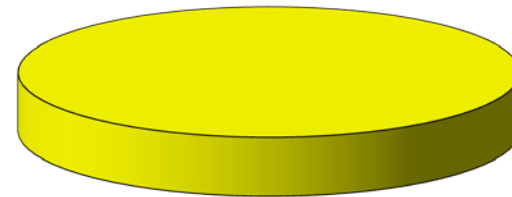
Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Tax Receipts	\$ 13,100	100.0%	\$ 513	4.1%
	<u>\$ 13,100</u>	<u>100.0%</u>	<u>\$ 513</u>	<u>4.1%</u>
Expenditure				
Professional Services	\$ 12,900	100.0%	\$ 400	3.2%
	<u>\$ 12,900</u>	<u>100.0%</u>	<u>\$ 400</u>	<u>3.2%</u>

Audit Fund Revenue



Tax Receipts 100% \$13,100

Audit Fund Expenditure



Professional Services For Audit Expense 100% \$12,900

**Lombard Park District
Fund Summary - Proposed Budget Report
Audit Fund - 80
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
210 Taxes	\$ 10,778	\$ 11,138	\$ 12,587	\$ 10,885	\$ 11,537	\$ 13,100
TOTAL REVENUE	\$ 10,778	\$ 11,138	\$ 12,587	\$ 10,885	\$ 11,537	\$ 13,100
EXPENSE						
560 Professional Services	\$ 10,300	\$ 12,100	\$ 12,500	\$ 12,450	\$ 12,450	\$ 12,900
TOTAL EXPENSE	\$ 10,300	\$ 12,100	\$ 12,500	\$ 12,450	\$ 12,450	\$ 12,900
TOTAL REVENUE	\$ 10,778	\$ 11,138	\$ 12,587	\$ 10,885	\$ 11,537	\$ 13,100
TOTAL EXPENSE	10,300	12,100	12,500	12,450	12,450	12,900
Change in Fund Balance	\$ 478	\$ (963)	\$ 87	\$ (1,565)	\$ (913)	\$ 200

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Lombard Park District 2015 Proposed Budget Capital Projects Fund - 90

Revenue in the Capital Projects Fund comes from Investment Interest, Grants, and General Obligation Debt. To account for the 2014 Series General Obligation Debt proceeds and expenditures, a separate Subclass (905) was set up within the Capital Projects Fund.

In 2013, all ADA projects began to be paid out of the Special Recreation Fund (40) and is why there is no Interfund Transfer In. There is \$81,028 budgeted in Miscellaneous (0875) for the reimbursements from Lombard Baseball League and Firebirds Soccer for their portions of the irrigation heads at Sunset Knoll and Lombard Baseball League reimbursement for the concession stand. Also, there is \$60,000 in anticipated grants from the DCEO for the construction of a picnic shelter at Lombard Common and for concrete work at Washington Cemetery.

Within this section is the detail of 2015 Capital Projects. The list includes nearly \$281,000 worth of capital projects that are Recreation related and paid for from the Recreation and Paradise Bay Funds. The total of budgeted 2015 Capital Projects (funded through the Recreation, Special Recreation and Capital Projects fund) is nearly \$1,469,000 of which just over \$333,000 worth of capital projects are carried over from 2014.

Overall the impact of these capital improvements will lead to a reduction in current and future operating expenses. This is attributable to the fact that most of the capital improvements are replacing aging equipment. This aging equipment has higher maintenance costs and is less energy efficient. However, there are a couple of specific items that will impact the operating budget in the future. First, the six in pump at WAGC will reduce the time the course is closed due to flooding and this will increase rounds revenue during the year. Next, the Dog Park will have a slight increase to operations due to a slight increase in maintenance time needed to maintain the property. Finally, there are two Energy Upgrades scheduled for 2015 and it is estimated that these upgrades will save the District 20% in utility costs.

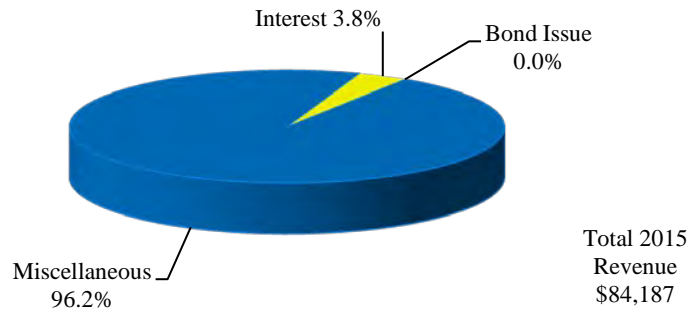
Finally, the Building Replacement, Vehicle & Equipment Replacement and ADA Action Plans have been included in this section. These detail the long range replacement schedules of the District. Each year, staff will review the plans, update them as necessary and include items within the Capital Projects for that new budget year.



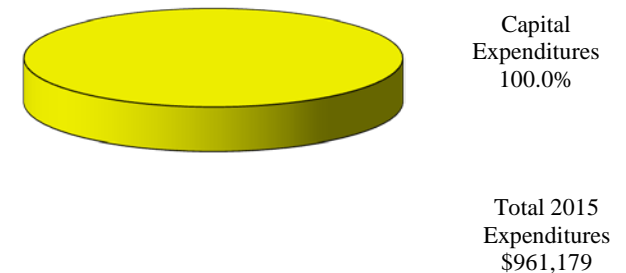
**LOMBARD PARK DISTRICT
CAPITAL PROJECTS FUND REVENUE & EXPENDITURES
PROPOSED BUDGET 2015**

Revenue Source	Budget Amount 2015	Percent of Total	Increase (Decrease) From Budget 2014	Percent of Increase (Decrease)
Miscellaneous	81,028	96.2%	40,000	97.5%
Interest	3,159	3.8%	559	21.5%
Bond Issue	\$ -	0.0%	\$ (1,112,492)	-100.0%
	<u>\$ 84,187</u>	<u>100.0%</u>	<u>\$ 40,000</u>	<u>93.0%</u>
Expenditures				
Capital Expenditures	\$ 961,179	100.0%	\$ 332,961	53.0%
	<u>\$ 961,179</u>	<u>100.0%</u>	<u>\$ 332,961</u>	<u>53.0%</u>

Capital Projects Fund Revenue



Capital Projects Fund Expenditures



**Lombard Park District
Fund Summary - Proposed Budget Report
Capital Projects Fund - 90
Fiscal Year 2015**

Account Number	Actual 2012	Actual 2013	Budget 2014	Y-T-D 2014	Estimated 2014	Proposed 2015
REVENUE						
220 Interest	\$ 5,409	\$ 1,701	\$ 2,600	\$ (2,661)	\$ 6,981	\$ 3,159
360 Miscellaneous Income	20,529	5,529	1,153,521	1,196,423	1,231,439	81,028
360 Interfund Transfers In	156,008	-	-	-	-	-
TOTAL REVENUE	\$ 181,945	\$ 7,229	\$ 1,156,121	\$ 1,193,762	\$ 1,238,420	\$ 84,187
EXPENSE						
650 Special Recreation	\$ 180,678	\$ -	\$ -	\$ -	\$ -	\$ -
900 Capital Expenditures	482,524	100,785	30,000	-	-	69,300
904 2010 Bond	412,800	357,992	181,382	82,402	186,713	-
905 2014 Bond	-	2	416,836	285,036	312,004	891,879
TOTAL EXPENSE	\$ 1,076,002	\$ 458,779	\$ 628,218	\$ 367,438	\$ 498,717	\$ 961,179
TOTAL REVENUE	\$ 181,945	\$ 7,229	\$ 1,156,121	\$ 1,193,762	\$ 1,238,420	\$ 84,187
TOTAL EXPENSE	1,076,002	458,779	628,218	367,438	498,717	961,179
Change in Fund Balance	\$ (894,057)	\$ (451,550)	\$ 527,903	\$ 826,324	\$ 739,703	\$ (876,992)

**Lombard Park District
Proposed Capital Projects
2015 Proposed Budget**

Project Number	Location Administrative	Recreation Capital	PBW Capital	General Capital	2014 Bond Capital	Special Recreation Funding	B Priority
		10-00-00-900-9000	20-00-00-900-9000	90-00-00-900-9000	90-00-00-905-9000	40-00-00-900-9001	
AO-3	Computer Improvements	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -
AO-8	HVAC Replacement	-	-	-	18,820 *	-	-
	Facility Total	\$ -	\$ -	\$ -	\$ 38,820	\$ -	\$ -
	Babcock Grove						
	Concrete Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	Facility Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	Crescent						
CR-1	Seal Coating/Repairs	\$ -	\$ -	\$ 2,800 *	\$ -	\$ 800 *	\$ -
	Facility Total	\$ -	\$ -	\$ 2,800	\$ -	\$ 800	\$ -
	District Wide - ADA Projects						
ADA -28	ADA - Parking Signs (Lombard Common)	\$ -	\$ -	\$ -	\$ -	\$ 3,000 *	\$ -
ADA-31	ADA - Tables (Lagoon)	-	-	-	-	4,000 *	-
ADA-32	ADA - Signage (Lagoon)	-	-	-	-	500 *	-
ADA-38	ADA - Signage (Paradise Bay)	-	-	-	-	850 *	-
ADA-39	ADA - Cross Walk & Path (Paradise Bay)	-	-	-	-	13,750 *	-
ADA-40	ADA - Knurled Hardware (Paradise Bay)	-	-	-	-	1,200 *	-
ADA-41	ADA - Cane Detectable Warning (Paradise Bay)	-	-	-	-	500 *	-
ADA-42	ADA - Bathroom Improvements (Paradise Bay)	-	-	-	-	800 *	-
ADA-43	ADA - New Concession Board (Paradise Bay)	-	-	-	-	1,500 *	-
ADA-49	ADA Accessible Routes - Lagoon	-	-	-	-	4,500	-
ADA-50	ADA Accessible Route - Westmore Woods	-	-	-	-	28,436	-
	Facility Total	\$ -	\$ -	\$ -	\$ -	\$ 59,036	\$ -

Project Number	Location Administrative District Wide	Recreation Capital 10-00-00-900-9000	PBW Capital 20-00-00-900-9000	General Capital 90-00-00-900-9000	2014 Bond Capital 90-00-00-905-9000	Special Recreation Funding 40-00-00-900-9001	B Priority
DW-1	Security Lighting	\$ -	\$ -	\$ -	\$ 18,200 *	\$ -	\$ -
DW-9	Dog Park	40,000 *	-	-	-	-	-
DW-12	DCEO Grant for Shelter at Commons	-	-	30,000 *	-	5,000 *	-
DW-13	Tree Removal (178 Trees)	-	-	-	86,000	-	-
DW-14	Tree Replacement (160 Trees)	-	-	-	42,400	-	-
DW-17	DCEO Grant for Washington and Lagoon	-	-	30,000	-	5,000	-
DW-18	Garbage Cans	-	-	-	15,000 ^	7,500	-
DW-19	Picnic Tables	-	-	-	6,000 ^	3,000	-
DW-20	Soccer Goals (Two Sets)	8,500	-	-	-	-	-
DW-21	AV Cart, Speaker Stand & Movie Screen	9,000	-	-	-	-	-
DW-22	Sealcoating, Crack Filling & Restriping Asphalt	-	-	-	25,000 ^	1,250	-
DW-23	Asphalt Paths (Madison Meadow & Terrace View)	-	-	-	85,000 ^	69,444	-
	Tee Removal (205 Remaining Trees)	-	-	-	-	-	98,000
	Tree Replacement (Remaining Trees)	-	-	-	-	-	85,000
	Resurfacing Nine Athletic Courts	-	-	-	-	-	45,000
	Facility Total	\$ 57,500	\$ -	\$ 60,000	\$ 277,600	\$ 91,194	\$ 228,000
	District Wide - Athletic Fields						
	Ball Field Improvements (Carry Over Field #14)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,834 *
	Facility Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,834
	Edson						
ED-2	Rubber Playground Surface Repair	\$ 1,700 *	\$ -	\$ -	\$ -	\$ 300 *	\$ -
	Facility Total	\$ 1,700	\$ -	\$ -	\$ -	\$ 300	\$ -
	Four Seasons						
FS-6	CXT Restrooms	\$ -	\$ -	\$ -	\$ 57,082 *	\$ 31,000 *	\$ -
FS-07	Playground Border Replacement	8,250	-	-	-	1,000	-
	Field #22 Infield Improvements	-	-	-	-	-	\$ 100,000
	Facility Total	\$ 8,250	\$ -	\$ -	\$ 57,082	\$ 32,000	\$ 100,000

Project Number	Location Administrative	Recreation Capital 10-00-00-900-9000	PBW Capital 20-00-00-900-9000	General Capital 90-00-00-900-9000	2014 Bond Capital 90-00-00-905-9000	Special Recreation Funding 40-00-00-900-9001	B Priority
Lilacia Park							
LP-9	Holiday Displays	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -
LP-17	Brick Pavers	11,500	-	-	-	2,500	-
LP-18	Deck Folding Gate with Railings	19,400 ^	-	-	-	-	-
LP-19	Lilacia Drainage Repairs	15,500	-	-	-	-	-
LP-20	Memorial Brick Purchase	3,000	-	-	-	-	-
	Restroom Décor Improvements	-	-	-	-	-	2,500 ^
	Pond Re-Construction	-	-	-	-	-	175,000 ^
	Coach House Window Replacement	-	-	-	-	-	25,000
	Facility Total	\$ 54,400	\$ -	\$ -	\$ -	\$ 2,500	\$ 202,500
Log Cabin							
	Window Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000 ^
	Facility Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Lombard Common							
LCB-08	East Parking Lot Light Repairs	\$ -	\$ -	\$ -	\$ 8,500	\$ -	\$ -
	Facility Total	\$ -	\$ -	\$ -	\$ 8,500	\$ -	\$ -
Lombard Community Building							
	Room #1 Floor Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000
	HVAC Controls	-	-	-	-	-	4,000
	Storage Closet Room #1	-	-	-	-	-	6,500
	Facility Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,500
Madison Meadow							
MM-12	Parking Lot Bradley Lane	\$ -	\$ -	\$ -	\$ 50,000 *	\$ 10,000 *	\$ -
MM-13	Park Benches for Garden Plots	-	-	-	1,927 *	573 *	-
MM-15	Field #20 Fence	16,000	-	-	-	-	-
MM-16	Replace Field #14 and #15 Foul Poles	3,000	-	-	-	-	-
	Picnic Shelter Roof Replacement	-	-	-	-	-	10,200 ^
	Ice Rink Drain Line	-	-	-	-	-	8,500
	CXT Restroom Shelter	-	-	-	-	-	100,000
	Field #18 Replace Team Benches and Baselines	-	-	-	-	-	-
	Light and Field Improvements at #14 and #15	-	-	-	-	-	300,000
	Light Improvements at #17 and #18	-	-	-	-	-	405,000
	Facility Total	\$ 19,000	\$ -	\$ -	\$ 51,927	\$ 10,573	\$ 823,700
Old Grove							
	West Playground Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
	Facility Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Project Number	Location Administrative	Recreation Capital 10-00-00-900-9000	PBW Capital 20-00-00-900-9000	General Capital 90-00-00-900-9000	2014 Bond Capital 90-00-00-905-9000	Special Recreation Funding 40-00-00-900-9001	B Priority
Paradise Bay							
PBW-21	Painting of Feature Poles	\$ -	\$ 2,500 *	\$ -	\$ -	\$ -	\$ -
PBW-26	Boiler Repairs	-	6,823 *	-	-	-	-
PBW-29	Aquatic Basketball Hoops	-	3,000	-	-	-	-
PBW-30	Turnstiles	-	20,000	-	-	-	-
PBW-31	Soft Play Features	-	17,000 ^	-	-	-	16,000
PBW-32	Turbine Pump #2 Re-Build	-	10,000 ^	-	-	-	-
PBW-33	Bowl Slide Recoating	-	6,000	-	-	-	-
PBW-34	Kiddie Island	-	2,000	-	-	-	-
PBW-35	Crack Fill	-	750	-	-	750	-
PBW-36	Timing System	-	15,000	-	-	-	-
PBW-37	Plumbing Repairs	-	20,000	-	-	-	-
Facility Total		\$ -	\$ 103,073	\$ -	\$ -	\$ 750	\$ 16,000
Sunset Knoll Recreation Center							
SKC-2	Entry Improvements	\$ 19,500 *	-	-	-	-	-
SKC-21	Cardio Equipment	7,500	-	-	-	2,500	-
SKC-22	Rooftop Air Conditioning for Office Area	-	-	-	13,000	-	-
SKC-23	Additional Mural	2,000	-	-	-	-	-
SKC-24	Closet Room #1	2,500	-	-	-	-	-
SKC-25	Energy Upgrades	-	-	-	20,500	-	-
	Senior Playground	-	-	-	-	-	40,000
	Cabinet, Table and Chairs	-	-	-	-	-	1,800
	Front Parking Lot Improvements	-	-	-	-	-	20,000 *
	Electric Sign	-	-	-	-	-	42,000
Facility Total		\$ 31,500	\$ -	\$ -	\$ 33,500	\$ 2,500	\$ 103,800
Sunset Knoll							
SKP-6	Concrete for Shelter and Floating Dock	\$ -	\$ -	\$ -	\$ 10,000 *	\$ 5,000 *	\$ -
SKP-07	Picnic Tables and Benches	5,500 ^	-	-	-	2,000	-
	Significant Grading North of SKRC	-	-	-	-	-	36,000
Facility Total		\$ 5,500	\$ -	\$ -	\$ 10,000	\$ 7,000	\$ 36,000
Terrace View							
TV-01	Playground Border Replacement	\$ -	\$ -	\$ -	\$ 7,250	\$ 1,000	\$ -
TV-02	Playground Replacement	-	-	-	85,000 ^	20,000 ^	-
Facility Total		\$ -	\$ -	\$ -	\$ 85,000	\$ 20,000	\$ -

Project Number	Location Administrative	Recreation Capital 10-00-00-900-9000	PBW Capital 20-00-00-900-9000	General Capital 90-00-00-900-9000	2014 Bond Capital 90-00-00-905-9000	Special Recreation Funding 40-00-00-900-9001	B Priority
Vehicle Replacement							
SKM-22	Replacement Vehicle SKRC	\$ -	\$ -	\$ -	\$ 21,000 ^	\$ -	\$ -
SKM-23	Truck #115 Hydraulic Hose Replacement	-	-	-	10,000	-	-
SKM-24	1987 Dump Truck Replacement	-	-	-	55,000 ^	-	-
SKM-25	2004 Replacement Truck for Field Maintenance	-	-	-	30,000 ^	-	-
SKM-26	Replacement Truck - Ast. Supt.	-	-	-	21,000	-	-
SKM-27	New Mower	-	-	-	60,000	-	-
SKM-28	Skid Loader Snow Blower Attachment	-	-	6,500	-	-	-
SKM-29	Skid Loader Tracks	-	-	-	4,400	-	-
SKM-30	1990 Equipment Trailer Replacement	-	-	-	13,500	-	-
SKM-31	Replacement of Walk Behind Snow Blowers (2)	-	-	-	28,000	-	-
SKM-32	Replacement of Push Mowers (3)	-	-	-	2,900	-	-
	Backhoe Log Hook Attachment	-	-	-	-	-	3,500
	Plow Package	-	-	-	-	-	7,200
Facility Total		\$ -	\$ -	\$ 6,500	\$ 245,800	\$ -	\$ 10,700
Maintenance Campus							
SKM-33	Key Tracking Software	\$ -	\$ -	\$ -	\$ 1,650	\$ -	\$ -
SKM-34	Energy Upgrades	-	-	-	11,000	-	-
	GIS Software	-	-	-	-	-	10,000
	Digital Scanning of all Prints	-	-	-	-	-	16,425
Facility Total		\$ -	\$ -	\$ -	\$ 12,650	\$ -	\$ 26,425
Western Acres Golf Course							
WAGC-09	Used Rough Mower	\$ -	\$ -	\$ -	\$ 25,000 ^	\$ -	\$ -
WAGC-10	Six Inch Pump (2)	-	-	-	21,000	-	21,000
WAGC-11	Golf Cart Replacement (6)	-	-	-	25,000 ^	-	-
Facility Total		\$ -	\$ -	\$ -	\$ 71,000	\$ -	\$ 21,000
GRAND TOTAL		\$ 177,850	\$ 103,073	\$ 69,300	\$ 891,879	\$ 226,653	\$ 1,695,459

ADA Projects were deemed necessary through a 2011 ADA Plan that was completed.

*Carry over projects from 2014.

^Identified from Capital Project Replacement Schedule.

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Capital Replacement Schedule

This schedule has been completed to show capital replacement information for the years 2015-2024, as well as general operating/budget information. A copy will be maintained at the Administration office as well as at the Parks Department. It will be updated throughout the year as projects are completed or when additional information is received.

Updated

October 17, 2014

Completed by

Bill Sosnowski
Superintendent of Parks

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
1		Concrete ADA work	25	2016	\$26,523	curb cut/domes/ramp
2		Benches	8	2016	\$3,183	
3		Garbage Cans, Lids	8	2016	\$2,546	
4	2014	Sandblasted Sign	10	2024		re-paint every 5 yrs

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
3	2013	(2) Picnic Tables	8	2020	\$2,627	purchased
1		Sandblasted Signs	10	2022		re-paint every 5 yrs

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	LPD#
2	2005	Rubber Surface		2015	\$8,000	repairs only
6		Benches	8	2017	\$2,185	
7		Picnic Table	8	2017	\$5,464	

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
1	2014	Sandblasted Signs	20	2014		
6	2013	ADA bench	8	2020	\$2,388	
5	2013	Brick paver path	10	2022	\$10,768	

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	LPD#
2	2004	Rubber Surface	15	2015	\$5,000	
6		Benches	8	2016	\$3,183	
7		Picnic Table	8	2016	\$4,244	
8		Garbage Cans, Lids	8	2016	\$2,546	
4	2012	1/2 Court Basketball	6	2018		Sealcoat
3	2005	Asphalt Path	15	2019		Sealcoat every six years (\$2,500)
1	2004	Playground	20	2024		
5	2005	Post & Backboard				

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
7	2013	Playground Fibar Surface	2	2015	\$1,500	add surface every two yrs
29	2012	Log Cabin Staining	3	2015	\$1,500	re-stain (staff)
31		Log Cabin Windows		2016	\$13,792	
9	2014	Playground Fibar Surface	2	2016	\$6,471	add surface every two yrs
22	2011	Ballfield #27/Vitrified Clay	5	2016	\$2,652	re-grade/add mix
32		Log Cabin Floor Tile		2016	\$8,487	
11		Picnic Tables	8	2017	\$21,855	
12		Benches	8	2017	\$10,927	
13		Garbage Cans/Lids	8	2017	\$17,484	
25	2013	Basketball Surface	5	2018	\$9,229	overlay 2013/re coat 2014
4		Asphalt Parking Lot (West) and Drive	Overlay 2004	2018	\$9,567	Sealcoat and restripe
38	1995	Log Cabin Plumbing Fixtures	25	2020		
6	2003	Playground (East)	20	2023		
33	2003	Log Cabin HVAC	20	2023		
36	2013	Log Cabin Kitchen Countertops	10	2023		
37	2013	Log Cabin Sink/Faucet	10	2023		

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
22	1994	Lagoon Interior Doors		2013		replaced
6		Picnic Tables Replace	5	2015		
29	1994	Lagoon Drinking Fountain (Indoor)		2015		replace with ADA type
31	2013	Lagoon Ejector Pump	5	2018	\$1,126	
28	1994	Lagoon Plumbing Fixtures	25	2019		
9	2012	Grill	10	2022	\$317	
25	2002	Lagoon HVAC	20	2022		
4	1993	Picnic Shelter, Wood	30	2023		

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
41		Deck railing and gate	20	2015	\$20,000	
8		Coach House Restroom Partitions		2015	\$32,000	ADA improvements
9		Coach House Plumbing Fixtures		2015	included in #8	
10		Coach House Lower Level ADA Remodel		2015	included in #8	
18		Maint.Shed Restroom Fixtures		2015	\$3,500	
2	2011	Coach House Restrain	5	2016	\$2,122	
13	2011	Coach House Asphalt Lot	5	2016	\$1,061	re-seal every 5 yrs
5		Coach House Windows		2016	\$26,523	replacement windows
79	2008	Admin Chairs	10	2017	\$7,868	
71	1998	Admin Fridge	20	2017	\$1,093	
57	2015	Admin Lot Re-sealed		2017	\$5,464	every two years
27		Storage Shed Shingle Roof		2017	\$7,649	
68	2008	Admin Carpeting	10	2018	\$9,342	
14		Maint.Shed/Electrical System/Holiday Walk		2018	\$16,883	
75	1998	Admin Fire Alarm System	20	2018	\$9,004	annual test/service
\$46		Entrance Sign	25	2019		re-paint every 5 yrs
22	2005	Green house lighting	15	2020		
39	2010	Pump/Filter System	20	2020		replaced 2010
66	2011	Admin Back-Up Generator	10	2021	\$6,149	
80	2007	Admin Microwave	15	2022	\$380	
74	2013	Admin Copy Machine	10	2022	\$15,133	
64	1998	Admin Window Shades, Exterior/Interior Doors	25	2023		
69	1998	Admin Plumbing Fixtures/Partitions	25	2023		
76	1998	Admin Security Alarm System	25	2023		annual test/ service
72	2014	Admin Conference Room Table, Chairs	10	2023		
41b	2013	Wood Deck	10	2023		
20	1989	Green House	35	2024		addition 1994

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
86	2013	Edgewood Playground Surface	2	2015	\$1,000	add surface every two years
70		Ballfield #7 Outfield Fence		2016	\$14,322	
36	2009	Tennis Court Surface/Painted Asphalt	6	2016	\$19,096	
37	2013	Basketball Court Re-coated	2	2016	\$5,835	
65		Ballfield #5 Infield Mix/Vitrified Clay	5	2016	\$3,713	re-grade/add mix
73	2013	Ballfield #8 Infield Mix	2	2016	\$1,061	touch up every other year
2		Senior Memorial Garden/Brick Paver		2016		re-sand every
9		Memorial garden		2016	\$10,609	sewer line replacement
31	2014	Restroom Shelter/Paint Interior Walls	3	2016		re-paint every 3 yrs
68	2011	Ballfield #7 Infield Mix/Vitrified Clay	5	2016	\$3,713	re-grade/add mix
77	2011	Ballfield #9 Infield Mix/Vitrified Clay	5	2016	\$2,652	re-grade/add mix
82	2013	Basketball Court Surface Re-Coat		2016	\$5,835	every three years
85	2014	Grace St. Playground Surface	2	2016	\$2,122	add surface every two years
12	2013	Parking Lot (West) Sealcoat	5	2018		
14	2013	Parking Lot (North) Sealcoat	5	2018		
16	2013	Parking Lot (Maple) Sealcoat	5	2018		
58	2010	LCB Lobby Carpet	10	2020		
39	2011	Tennis Court Backboards	10	2021		re-paint every 5 yrs
46	2002	LCB Furnaces	20	2022		
19	1993	Picnic Shelter, Wood	30	2023		
47	2004	LCB Furnaces	20	2024		
49		LCB Condensers		2024		
60	1999	LCB Sinks, Toilet	25	2024		

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
68	2011	Parking Lot (Harrison)	Seal every 3	2014	\$6,695	
41		Picnic/Shelter Roof	20	2015	\$8,500	
60	2009	Basketball Court, Surface, Painted	Re-paint every 5	2015	\$3,500	
72	2012	Baseball Field 12 Infield Mix/Vitrified Clay	3	2015	\$2,500	re-grade/add mix
108	2013	Ball Field 17 Infield Mix/Vitrified Clay	2	2015	\$3,500	re-grade/add mix
119	2013	Ball Field 18 Infield Mix/Vitrified Clay	2	2015	\$3,500	re-grade/add mix
71		Lilac Way Lot		2015	\$60,000	
53	2009	Tennis Courts, inline skating and skateboard (surface & painted)	Re-paint every 5	2016	\$19,096	
77	2014	Baseball Field 13 Infield Mix/Vitrified Clay	3	2016	\$6,896	re-grade add mix
82	2014	Baseball Field 14 Infield Mix/Vitrified Clay	2	2016	\$6,896	re-grade,add mix
130	2014	Ball Field 19 Infield Mix/Vitrified Clay	2	2016	\$6,896	re-grade/add mix
134		Infrastructure-Drain Ice Rink Line		2016	\$10,821	
29		Football Field (Madison St.) Goal Posts		2016	\$2,652	
85	2013	Baseball Field 14 Infield Mix/Vitrified Clay		2016		
91	2013	Baseball Field 15 Infield Mix/Vitrified Clay	2	2016	\$3,713	re-grade/add mix
99	2013	Ball Field 20 Infield Mix/Vitrified Clay	2	2016	\$3,713	re-grade/add mix
104	2013	Ball Field 16 Infield Mix/Vitrified Clay	3	2016	\$3,713	re-grade/ add mix
8		Restroom (Madison) Plumbing Fixtures		2016		replace with CXT
52	2013	Playground (Wilson St.) Surface (Fibar)	2	2016		add surfacing every 2 yrs
48	2014	Playground (Madison St.) Surface (Fibar)	2	2016	\$6,365	add surfacing every 2 yrs
56	2014	Skate Park, Surface	2	2016	\$7,426	re-coat every two years
65	2014	Parking Lot (Madison), Asphalt	Seal every 3	2016	\$11,670	
67	2013	Parking Lot (Field 18), Asphalt	Seal every 3	2016	\$6,365	
10	1995	Restroom (Madison) Water Line		2016	\$106,090	Wood
55	2013	In-Line Court/Hockey Goals Surface, Painted	3	2016	\$4,774	re-coat every three years

66	2014	Parking Lot (Wilson), Asphalt	Seal every 3	2017	\$5,464	
135		Infrastructure-Storm Sewer Lines		2018	\$13,506	
54	2014	Tennis Court Backboard	6	2020	\$3,821	re paint every 5 yrs
3		Restroom (18) Plumbing Fixtures, Sidewalk, Water Line	20	2021		
61	2014	Pond Aerator Light Kit	8	2021	\$8,609	
45	2012	Picnic/Shelter Grills	10	2022	\$1,267	
23	1994	Lighted Football Field Steel Poles	30	2024		

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
3	2013	Playground (East) Surface (Fibar)	Touch-up every other year	2015	\$2,000	add surfacing
5	2013	Playground (West) Surface (Fibar)	Touch-up every other year	2015	\$1,000	add surfacing
6	2009	Parking Lot, Asphalt	Seal every 5	2015	\$4,000	
4	1994	Playground (West)		2016	\$53,045	
7		Benches		2020	\$2,866	
8		Picnic Tables		2020	\$6,567	wood steel
9		Garbage Cans, Lids		2020	\$9,851	re-cycled plastic

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
8	2009	PBW Turbine Pumps	5	2014	\$8,500	rebuild
4	2011	PBW Painting of Pools, Epoxy	5	2016		every 5 years
16	2009	soft features	7	2016		
6	2014	PBW Concrete Decks/Sidewalks/Pools (Seal/Caulk)	6	2020		
13	2012	PBW Lane Line Reels & Carts	10	2022		
9		PBW Irrigation System	25	2034		annual service/contract
10		PBW RPZ Valves	25	2034		annual service/certification
1	2009	Paradise Bay Water Park, Constructed	35	2039		
17	2009	Grease trap	1		\$250	pump out every year
2		PBW Improvements				
3	2012	PBW Front Asphalt Drive, Drain Line				
5	2013	PBW Paint bottom of dive well				staff painted
7		PBW Boiler Units				annual maint/inspection
11	2009	PBW Fire Alarm System			\$400	annual test/service
12	2009	PBW Security Alarm				annual test/service
14		PBW Deck Chairs				
15		PBW Palm Trees				replacement fonts

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
2	2013	Playground Surface (Fibar)	2	2015	\$1,200	top off every 2 years
3	2012	Ball Field 21 Infield Mix/Re-grade & Install Vitrified Clay	3	2016	\$2,652	re-grade/add mix
1	1996	Playground	20	2016	\$79,568	
11	2014	Sealcoated (path and parking lot)	5	2017	\$2,076	
6	2012	Ball Field 21 Parking Lot, Asphalt	20	2021		seal/stripe every 5 yrs

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LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
61	2007	SKRC Roof Repairs	10	2015	\$85,000	
95	2012	Dance Room Floor, Wood	3	2015	\$4,000	re-finish every 3 yrs
33	2014	Ball Field 25 Infield Mix/Vitrified Clay	2	2016	\$3,183	re-grade/add clay mix
41	2012	Ball Field 26 Infield Mix/Vitrified Clay	2	2016	\$3,183	re-grade/add clay mix
98	2011	Dance Room 3 Floor, Wood	3	2016	\$3,183	refinish every 5 yrs
\$55	2013	Batting cages (screenings)	2	2016	\$530	every two years
9	2014	Playground (test project) Surface, Fibar	2	2016	\$2,122	top off every 2 yrs
6	2010	Wilson St. Parking Lot (South) Concrete (Ice Rink), Concrete Curbs	5	2016	\$5,305	
135		SKMF Ceiling Fans		2016	\$4,244	install for better heating
4	2013	Above Sealcoated	3	2016	\$4,774	
5	2013	SKRC Parking Lot (East) Asphalt, Concrete Curbs Sealcoat	3	2016	\$6,896	
7	2013	Path, Asphalt, Sealcoated, Repaired	3	2016	\$14,853	sealcoat
106	2008	Carpeting, Deputy Director	10	2016	\$3,183	
107	2008	Carpeting, Room 15	10	2016	\$6,365	
133	2003	SKMF Lighting Fixtures (Shop)	13	2016		Up-Grade to LED
2	2014	SKRC Parking Lot (North) Sealcoated	3	2016	\$6,896	
101	2009	Carpeting (Pre-School Classrooms)	8	2017	\$8,742	
18	2011	Spray Park Features & Controls (in-ground)	6	2017	\$8,742	electronic controls
102	2011	Carpeting, Board Room	6	2017	\$6,010	replace every 8 years
130	2013	SKMF Desktop Copy Machine	5	2017	\$874	
105	2008	Carpeting, Registration Office	10	2018	\$5,065	
118		SKMF Roof, Steel	25	2018	\$3,377	check/caulk every 5 yrs
103	2011	Carpeting, West Hall	8	2019	\$7,535	
104	2011	Carpeting, Office	8	2019	\$5,217	
124	2011	SKMF Heater/AC Units (Sign Shop, Mechanic)	8	2019		mechanics/signshop 2011
100	2012	SKRC Board Room Conference Table, Chairs	8	2020	\$25,075	
16	2011	Neos System	10	2021	\$55,344	

24	2014	Well	6	2021	\$7,994	Pump
17	2011	Splash Pad	10	2021		
72	2012	SKRC HW Heater	10	2022		
111	2013	SKRC Copy Machine	10	2022	\$14,264	
112	2013	SKRC Fire Alarm Control Panel (Cellular)	20	2023		yearly maint/check
25		Well Pump/Wiring	20	2023		
27	2003	Pond Aerators/Control Panel/Wiring	20	2023		re-build
114	2003	SKRC Security Alarm System	20	2023		
119	2003	SKMF HVAC	20	2023		
121		SKMF Forced Air Furnaces	20	2023		
122		SKMF AC Condensers	20	2023		
123		SKMF Heaters (Shop)	20	2023		
125	2003	SKMF Hot Water Heater	20	2023		replace with 2-50 gallon units
140	2003	SKMF Fire Alarm System Controls	20	2023		Yearly testing
141	2003	SKMF Security Alarm System	20	2023		Yearly testing
60	1997-1998	SKRC Roof	25	2023	\$175,000	flat roof
120	2014	SKMF Roof Assessment	15	2024	\$150,000	
83	2004	SKRC Plumbing Fixtures	20	2024		Main restroom
84	2004	SKRC Restroom Partitions	20	2024		Main restroom
91	2004/2008	Fitness Room Restroom/Shower Remodeled	20	2024		
132	2004	SKMF Fridge/Washer, Dryer/Microwaves	20	2024		

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
2	2004	Elizabeth St. Sign	20	2014		re-paint every 5 yrs
14	1994	Playground	15	2015	\$100,000	
17	2013	Path (Screenings) Asphalt	2	2015	\$20,000	
6	2013	Ball Field 1 Infield Mix	2	2016	\$1,000	
9		Ball Field 2 Infield Mix	2	2016	\$1,000	
15	2014	Playground Surface (Fibar)	2	2016	\$1,800	top off every 2 yrs
3		Benches, Picnic Tables, Information Center	10	2016	\$9,000	replace benches/tables
12		Garbage cans/lids	10	2016	\$30,554	re-cycled plastic

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
2	2013	Playground Surface (Fibar)	2	2015	\$2,000	add every two years
8	2013	Screened path	2	2015	\$1,500	screenings
7		ADA path/bench	10	2016	\$25,000	

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
8	2013	Septic System	2	2015	\$750	treat monthly/pump 2 yrs
50		Maint entrance garage doors	15	2015	\$3,000	Entry one replaced 2013
33		Maint. Garage Restroom/Plumbing Fixtures	15	2016	\$5,305	
24	2009	Cart Shed Siding	5	2016	\$1,591	re stain every 5 yrs
47		Starter Shed, Rebuilt	15	2016	\$2,652	
49		Maint Garage doors	15	2016	\$796	spring/maintain
\$46		Practice Area	20	2017	\$18,030	replace posts/fabric
2	2014	Clubhouse Carpet	5	2018	\$8,115	
18	2014	Clubhouse Parking Lot Seal, Stripe	3	2018	\$10,130	every three years
25	1988	Cart Shed Roof	30	2018	\$20,822	
34	1988	Maint. Garage Radiant Heater	30	2018	\$4,502	
19	2006	Garbage Cans, Lids	15	2020	\$19,702	
36	2011	Maint. Garage H.W. Heater	10	2021	\$738	
42	2007	Pump House Control Computer	15	2021		
53	2013	Tent	6	2022	\$16,127	clean repair every 2 yrs (\$1,000)
26	2012-2013	Cart Shed Garage Doors, Replace	10	2022	\$750	replace maintain springs
41	2007	Pump House Control Satelites	15	2022		
29		Storage Building Pad, Concrete	50	2022		
35	2003	Maint. Garage Wall-Hung Heater	15	2023		
52	2013	Bag storage rack	20	2023		
54	2013	tent fabric	10	2023		replace fabric only
20	2010	Brick Pavers (Patio)	10	2024		re-sand every 3 yrs (\$300)
4	2005	Clubhouse HVAC	20	2025		
38	1985	Pump House		2025		concrete building
5	2011	Clubhouse Counters/Cabinets/Countertops	15	2025		
7	2011	Restrooms-Countertops/Faucets/Mirrors	15	2025		
17	2006	Clubhouse Parking Lot Asphalt Overlay	20	2025		

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
3	2013	Paint, Caulk Walls	3	2015	\$300	every three years
7	2013	Paver sand	3	2015		Village Maintained
5	2012	Spray Pad Seal, Caulk	4	2016	\$500	seal every 4 years
9	2006	Pumps/Filter System	10	2016	\$5,000	
13	2012	Electric Heater	5	2016	\$400	
17	2012	Parking Lot Seal, Re-stripe	5	2017	\$5,000	
10	2006	Electrical Controls	15	2021	\$12,000	
15	2006	Shade Tarp	15	2021	\$8,000	
18	2006	Garbage Cans, Lids	15	2021	\$1,968	re-cycled plastic

LPD#	Year	Make/Model/Description	Proj. Life	Replace. Yr.	Proj. Cost	Notes
14		Natural Flowers (Pond Overflow Area)		2015	\$4,000	plant 2015
2		Playground Surface (Fibar)	2	2016	\$2,122	top off every 2 years
3	2011	Ball Field 11 Infield Mix/Vitrified Clay	5	2016	\$2,652	re-grade/add mix
7	2011	Parking Lot, Seal/Stripe	5	2016	\$6,896	re-seal every 5 years
8	2011	Paths, Asphalt, Sealcoat	5	2016	\$9,018	re-seal every 5 years
11	2004	Garbage Cans	15	2019	\$13,911	plastic 55 gal drums
1	2004	Playground	20	2024	\$201,587	
10	2004	Benches	20	2024	\$8,063	
9	2004	Picnic Tables	20	2024	\$22,175	

Vehicle & Equipment Replacement Schedule

This schedule has been completed to show capital replacement information for the years 2015-2024, as well as general operating/budget information. A copy will be maintained at the Administration office as well as at the Parks Department.

It will be updated throughout the year as projects are completed or when additional information is received.

Updated

October 20, 2014

Completed by

**Bill Sosnowski
Superintendent of Parks**

LPD#	Year	Make/Model/Description	VIN/SN #	Proj. Life	Replace. Yr.	Proj. Cost	LPD#
124	2004	Ford F-250 4x4 pickup w/plow	VIN# 1FTNF21L54ED12560	13	2015	\$32,000	
107	1987	GMC 7000 dump truck	VIN# 1GDJ701B9HU535944	28	2015	\$55,000	
122	2003	Dodge Dakota pickup 4-door (Rec)	VIN# 1D7HL382435254419	12	2015	\$22,000	
106	1996	Chevy 3500 small dump truck	VIN# 1GBJK34R7TE214908	20	2016	\$35,010	
121	2003	Dodge RAM 1500 pickup 4-door	VIN# 1D7HA18233J514289	21	2016	\$23,340	
125	2004	Ford F-250 4x4 pickup w/plow	VIN# 1FTHF21L74ED12561	11	2016	\$33,949	
120	2001	Ford F-350 utility truck	VIN# 1FDWF36F61ED15746	17	2018	\$39,393	
114	1994	Chevy K2500 pickup (WAGC)	VIN# 1GCGK24K9PE231511	25	2019	\$37,097	
115	1994	Chevy 3500HD high lift truck	VIN# 1GBKC34FOR5115337	25	2019	\$92,742	
129	2009	Ford F-350 flatbed with plow	VIN# 1FDWF37Y39EB12213	10	2019	\$48,690	
130	2004	Dodge Dakota 4x4 pickup 4-door	VIN# 1D7HG38N745669026	17	2021	\$24,597	
131	2011	Ford F-250 4x4 pickup	VIN# 1FTBF2B66BEC75544	10	2021	\$36,896	
133	2011	Ford F-350 4x2 stake body	VIN# 1FDRF3G63BEC75607	10	2021	\$39,356	
126	2007	Ford F-250 4x2 pickup	VIN# 1FTNF20556EA60234	15	2022	\$27,869	
127	2008	Ford F-550 small dump truck	VIN# 1FDAF56Y28EB59044	15	2023	\$58,715	
128	2008	Ford F150 4x2 pickup	VIN# 1FTRF12W98KD36789	15	2023	\$28,705	
132	2011	Ford F-250 4x2 4-door pickup	VIN# 1FT7W2A69BEC75545	12	2023	\$45,667	
134	2013	Ford F-250 4x4 pickup w/plow	VIN# 1FTBF2B69DEB52999	10	2023	\$45,667	

LPD#	Year	Make/Model/Description	VIN/SN #	Proj. Life	Replace. Yr.	Proj. Cost	LPD#
1	1990	Mowing trailer	VIN# 4FH16LT004032	25	2015	\$12,000	
8	1991	Hay wagon trailer		25	2016	\$6,365	
9	2001	Party Wagon (Col. Plum)	VIN# 1WE200F25S1070122	15	2016	\$7,426	
10	2003	Party Wagon (Rastus)	VIN# 4X44454273W013093	15	2018	\$8,104	
11	2004	Party Wagon (Lilacia)	VIN# 5NH4454244W016554	15	2019	\$8,463	
12	2005	Party Wagon (Splash)	VIN# 5NHUUS425W022980	15	2020	\$8,836	
13	2006	Party Wagon (Commissioner)	VIN# 5NHUUS4206W025724	15	2021	\$9,224	
2	1996	Mowing trailer	VIN# 154FH1626LT004232	25	2021	\$9,224	
14	2007	Party Wagon (Director)	VIN# 6SNHUUS42X7W029023	15	2022	\$10,134	
6	1997	Skid loader flatbed trailer	VIN# 19K02APK6HD21	25	2022	\$19,002	
3	1999	Mowing trailer	VIN# 154NH1626NT004233	25	2024	\$10,751	

LPD#	Year	Make/Model/Description	VIN/SN #	Proj. Life	Replace. Yr.	Proj. Cost	LPD#
48	2012	Stihl 291 20" chainsaw	SN# ST242601	3	2015	\$600	
49	2009	Echo CB440 chainsaw	SN# EH130-643	6	2015	\$275	
50	2009	Echo CBS400 chainsaw	SN# EH127-007	6	2015	\$275	
51	2009	Echo CBS400 chainsaw	SN# EH128-009	6	2015	\$275	
42	2006	Shidiawa weedwhip	SN# SH0110638	9	2015	\$400	
43	2006	Echo PB403 blower	SN#3PWES03	9	2015	\$450	
47	2013	Stihl 390 25" chainsaw	SN# ST136784	2	2015	\$650	
60	2009	Western salt spreader	81229305238	6	2015	\$8,000	
17	2004	Stihl concrete saw	SN# CS52RT	12	2016	\$3,713	
56	2001	Stihl gas pole saw	120142	13	2016	\$955	
2	2006	Vermeer BC1500 chipper	SN#1UR2161V26100135	10	2016	\$40,314	
3	2007	Vermeer SC252 stump grinder	SN# 1VRN0717771012295	9	2016	\$24,401	
5	1996	Water wagon	VIN# 1WR0078T96	20	2016	\$10,609	
6	1991	Blackhawk log splitter	SN# BHVH2491	25	2016	\$13,261	
34	2011	Echo SRM265 weedwhip	SN# T410022013084	5	2016	\$424	
35	2011	Echo SRM265 weedwhip	SN# T410022013085	5	2016	\$424	
7	1997	Millcreek top dresser	SN# TD3683	20	2017	\$20,215	
13	1997	Ballfield groomer attachment with tank	- - -	20	2017	\$9,288	
14	2007	Toro line painter	SN# 260000369	10	2017	\$21,855	
19	2001	TurfII Clubcar (Lilacia)	SN# XG0016-884483	16	2017	\$8,195	
26	1997	Coleman generator 10HP 5000 RP	Sn64-500-3-22	20	2017	\$3,606	
36	2012	Echo SRM265 weedwhip	SN# T520031014068	5	2017	\$492	
37	2012	Echo SRM265 weedwhip	SN# T520031013631	5	2017	\$492	
38	2012	Echo SRM265 weedwhip	SN# T520031013667	5	2017	\$492	
39	2012	Echo SRM265 weedwhip	SN# T520031013698	5	2017	\$492	
52	2012	Stihl HS45 hedge trimmer	SN# 4228-011-209	5	2017	\$382	
53	2012	Stihl HS45 hedge trimmer	SN# 4228-011-195	5	2017	\$382	
27	2003	Coleman powermate 1850RP generator	SN 10-82437	13	2018	\$900	

8	1998	Gandy Aera-Vator 400-FP	SN# 96141	20	2018	\$23,636	
40	2013	Echo SRM266 weedwhip	SN# T42112026094	5	2018	\$535	
41	2013	Echo SRM266 weedwhip	SN# T42112026101	5	2018	\$535	
18	1994	Cushman truckster	SN# 887217	25	2019	\$29,661	
29	2009	Honda SB10 snowblower	SN# 1170481	10	2019	\$4,463	
30	2009	Toro SB11 snowblower	SN# 2903832	10	2019	\$4,463	
20	1995	75-Gallon herbicide sprayer	" - - -	25	2020	\$3,582	
31	2010	Honda SB10 snowblower	SN# HS932	10	2020	\$4,776	
44	2011	Echo PB500HT blower	SN# HT31688	9	2020	\$597	
9	2001	Turf aerator walk-behind	SN# 00509944	20	2021	\$5,534	
21	2011	John Deer Gator w/plow	SN# JR011625I	10	2021	\$19,678	
24	2013	Pioneer line striper	SN# C10065	8	2021	\$6,764	
25	1996	Kohler generator 10HP 6000 RP	SN1-0052799	25	2021	\$5,534	
45	2012	Echo PB500HT blower	SN# HT523617	9	2021	\$646	
15	1997	Lerol compressor (md# Q185DPE)	SN# 3273x600	25	2022	\$41,803	
46	2013	Echo PB500HT blower	SN# HS400626	9	2022	\$697	
54	2012	Ryan Sod Cutter	544954C	10	2022	\$10,768	
57	2012	Rolland 54i Printer	Z490636	10	2022	\$38,003	
58	2012	Graphtech Cutter	20120101	10	2022	\$10,134	
16	1998	Schmidt Sandblaster unit	SN# 00509944	25	2023	\$11,091	
1	1993	Vermeer tree spade TS44	sn# 1VRC16P4N1004689	30	2023	\$84,810	
11	2008	Vanguard gas compactor	SN# 91762	15	2023	\$2,349	
12	2008	TR3 Ballfield groomer	SN# TR008-003	15	2023	\$31,315	
28	2013	Husqvarna concrete saw	SN# 2004280	10	2023	\$4,567	
32	2013	Honda SB10 snowblower	SN# HS09816	10	2023	\$5,480	
33	2013	Honda SB10 snowblower	SN# HS099306	10	2023	\$5,480	
55	1993	Howard Rototiller HR20	DK7800	30	2023	\$15,657	
59	2013	Guardian Laminater	54877	10	2023	\$9,133	
4	2009	Turfco edger	SN# M00242	15	2024	\$4,032	
23	2009	Genie lift 234/22N electric	SN# 1977	15	2024	\$100,794	

LPD# - Mowers	Year	Make/Model/Description	VIN/SN #	Proj. Life	Replace. Yr.	Proj. Cost	LPD#
1	2008	Toro 22" pushmower 20090	SN# 280001	7	2015	\$933	
2	2008	Toro pushmower 20090	SN# 280051	7	2015	\$933	
3	2008	Toro pushmower 20090	SN# 280063	7	2015	\$933	
8	2004	Toro Proline 48" walk behind mower	SN# 230000124	12	2016	\$3,713	
9	2004	Toro Proline 48" walk behind mower	SN# 23000129	12	2016	\$3,713	
10	2004	Toro Proline 48" walk behind mower	SN# 230000136	12	2016	\$3,713	
11	2009	Progressive pull behind TD16 mower	SN# 865315	8	2017	\$22,279	
16	1997	1220 Ford tractor (train)	SN# UC28392	20	2017	\$32,888	
21	2009	Smithco ballfield tractor	SN# 43138	8	2017	\$19,096	
6	2008	Toro Z453 48" rider mower	SN# 270000161	10	2018	\$8,441	
7	2008	Toro Zmaster 48" rider mower	SN# 311000538	10	2018	\$8,441	
22	2010	Smithco ballfield tractor	SN# 43182	8	2018	\$20,822	
17	2001	Kubota 7500 tractor	SN# 57340	18	2019	\$23,185	
12	2010	Jacobsen tippie deck riding mower	SN# 7052901987	10	2020	\$89,554	
14	1991	2120 Ford tractor w/brush	SN# UV24592	30	2021	\$46,735	
15	1991	2910 Ford tractor	SN# BB57415	30	2021	\$51,655	
18	2002	Kubota 5700 tractor	SN# 50860	20	2022	\$63,339	
19	2002	Kubota M5700 tractor	SN# 52645	20	2022	\$63,339	
4	2014	Toro 2Z555 60" rider mower	SN# 240002001	10	2024	\$16,127	
5	2014	Toro Z555 60" rider mower	SN# 240002002	10	2024	\$16,127	
20	1999	New Holland LX665 skidster	SN# 70279	25	2024	\$87,355	

ADA Action Plan

This schedule has been completed to show capital replacement information for the years 2011-2017, as well as general operating/budget information. A copy will be maintained at the Administration office as well as at the Parks Department. It will be updated throughout the year as projects are completed or when additional information is received. Any project that is in purple has been completed. There are over \$473,000 worth of Phase I projects that need to be completed through 2017.

Updated

October 10, 2014

Completed by

Bill Sosnowski
Superintendent of Parks
&
Jason S. Myers
Director of Finance & Personnel

	\$\$\$\$	Date	Notes
Crescent Tot Lot			
Exterior Accessible Route			
Correct or fill gap at entry to play area (CTL5, CTL5a)	COMPLETE	2014	
CTL4a)	COMPLETE	2014	
Correct or repair sidewalk running slope along AR to max 5% (CTL6, CTL6a, CTL1, CTL1a, CTL2, CTL2a, CTL3, CTL3a)	COMPLETE	2014	
Edson Park			
Exterior Accessible Route			
Correct slope on curb ramp to max 8.33% (EP1, EP1a) & correct cross slope on curb ramp to max 2.08% (EP2, EP2a), Install compliant detectable warning at curb ramps (EP1a), Repair, bevel, or ramp CIL along AR (EP3) & Resurface AR where cracks create gaps (WP6a)	COMPLETE	2012	
Correct or repair sidewalk cross slope along AR to max 2% (EP4, EP4a) & correct or repair sidewalk running slope along AR to max 5% (EP5, EP5a)	\$ 25,000	2016	
Four Seasons Park			
Parking			
Relocate one parking stall to be adjacent to the shelter	\$ 1,200	2015	
Add one van parking sign to one accessible stall	\$ 100	2015	
Repair or correct slope of parking space and access aisle to max 2% in any direction	\$ 65,000	2016	
Move accessible parking sign to within 5' of accessible parking stall (FS2, FS2a)	\$ 2,000	2015	
Exterior Accessible Route			
Create lined cross walk where pedestrian pathway crosses through vehicular traffic as a smart practice	Complete	2013	
Mount no parking signs to prevent cars from obstructing curb ramps	Complete	2013	

	\$\$\$\$	Date	Notes
Create curb ramps with max running slope 8.33%, max cross slope 2.08%, a top landing as wide as ramp and 36" deep and side flares with max slope 10% where AR crosses curbs	\$ 4,500	2016	
Install compliant detectable warning at new curb ramps and transitions from walkways to vehicular ways (FS5, FS6)	Complete	2013	
Correct or repair sidewalk running slope along AR to max 5% (FS7, FS7a)	\$ 12,000	2014	
Extend AR to connect to plumbing entry (FS41)	\$ 5,000	2014	
Ramps			
Inspect ramp segments and adjust or raise segments to achieve ramp slope of max 8.33% (FS17, FS17a, FS18, FS18a)	\$ 23,000	2016	
Other – Shelter and Restroom Building			
Insulate exposed pipes under sink in both restrooms	\$ 150	2014	
Lower hooks in multi-user restrooms accessible stalls to max 48" aff (FS45,FS45a)	\$ 100	2014	
Adjust self closing stall doors to close all the way	\$ 100	2014	
Inspect, adjust, and maintain 5 lbf to open restroom stall doors	\$ 100	2014	
Install fire alarms in the restrooms			
Widen route to the sink in the women's restroom to min. 36" (FS46, FS46a)	\$ 35,000	2014	
Four Seasons Park-Log Cabin			
Exterior Accessible Route			
Create lined cross walk where pedestrian pathway crosses through vehicular traffic (smart practice)(checklist)	COMPLETE	2013	
Install compliant detectable warning at curb ramps and transitions from walkways to vehicular ways (checklist)	COMPLETE	2012	
Repair, bevel, or ramp CIL along AR (FSC5, FSC5a)	COMPLETE	2012	
Correct or fill gaps along AR (FSC1, FSC1a, FSC4, FSC4a)	COMPLETE	2012	
Correct or repair sidewalk cross slope along AR to max 2% (FSC2, FSC2a)	COMPLETE	2012	
Correct or repair sidewalk running slope along AR to max 5% (FSC3, FSC3a)	COMPLETE	2012	

	\$\$\$\$	Date	Notes
Exterior Entry Doors			
<i>Relocate storage, furniture, and other obstacles</i> to create adequate 60" maneuvering space around doors (checklist)	ONGOING	2014	
<i>Replace doors</i> with doors having 32" clear width and 80" overhead clearance (FSC8, FSC6, checklist)	COMPLETE	2012	
<i>Repair, bevel, or ramp CIL</i> at 3 door entries to be max .25" (FSC7, FSC7a, FSC10, FSC10a, FSC11, FSC11a) & Fill and maintain gaps at back doorways to max .5" (FSC9, FSC9a)	\$ 1,000	Two Completed in 2012	
Interior Accessible Route and Doors (includes common areas and stairs)			
<i>Correct</i> deficits to one more entry to meet 60% requirement (checklist, see 1.4 above)	COMPLETE	2012	
Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public)			
<i>Lower or raise operating mechanisms</i> in main room to 15" min and max 48" aff to the highest operable part (FSC12, FSC12a, FSC13)	\$ 3,000	2016	
Employee Offices and Spaces			
For all deficits, <i>leave as is</i> , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (FSC14, checklist)			
Restrooms			
<i>Remount</i> grab bars in accessible restrooms to 33" to 36" aff (FSC19, FSC19a, FSC24, FSC24a)	\$ 400	2014	
<i>Lower mirrors</i> in restrooms so that reflective surface of mirror is max 40" aff (FSC20, FSC20a, FSC27, FSC27a)	\$ 400	2014	
<i>Lower hooks</i> in restrooms to max 48" aff (FSC21, FSC21a, FSC28, FSC28a)	\$ 400	2014	

	\$\$\$\$	Date	Notes
Lower baby changing station to max 48" to handle and 34" aff to surface when open (FAS22, FSC22a, FSC29, FSC29a) & Above correction should bring the lower edge of the baby changer to 27" which is at a cane detectable height (FSC23, FSC23a, FSC30, FSC30a)	\$ 200	2014	
Adjust timing of auto faucets to remain on for min 10 seconds (checklist)	\$ 50	2014	
Replace toilet tank in women's with one having flush mechanism on the open side, in the alternative, install an auto flush unit (FSC25)	COMPLETE	2014	
Kitchen			
Kitchen lacks 60" clearance, remove a cabinet if feasible to provide adequate turning space (FSC15, FSC15a) & Remove under sink cabinets to provide knee and toe clearances under sinks and remount sink to max 34" aff and insulate exposed pipes (FSC16, FSC16a, checklist) & Lower operable parts to max 48" aff or 44" for a forward reach over the counter (FSC17, FSC17a, FSC18, FSC18a)	\$ 17,000	2016	
Aural and Visual Alarms			
Upon renovation install audible and visual alarms in all rooms and spaces (checklist)	\$ 7,500	2016	
Lilacia Park			
Exterior Accessible Route			
Mount signage directing patrons to an accessible park entry (LP1)	\$ 100	2014	
Re-cut or re-pour curb ramp to max running slope 8.33%, max cross slope 2.08%, top landing as wide as ramp and 36" deep and side flares with slope max 10% (LP2) & Install compliant detectable warning at curb ramps (LP2)	Village of Lombard Owned \$3,500)		
Repair and reset pavers to eliminate CIL and gaps (LP3)	Village of Lombard Owned \$5,000)	2014	
Table of Contents	Lombard Common		

	\$\$\$\$	Date	Notes
Parking			
Repair or correct slope of parking space and access aisle to max 2% in any direction (LC1, LC1a)	\$ 4,000	2016	
Raise existing accessible parking signs so that lowest end of sign is min. 60" aff (LC2, LC2a, LC3, LC3a, LC4, LC4a)	\$ 3,000	2014	
Exterior Accessible Route			
Remove parking bumper from the entry to the AR (LC5)	COMPLETE	2012	
Create lined cross walk where pedestrian pathway crosses through vehicular traffic as a smart practice	\$ 3,000	2014	
Install compliant detectable warning at transitions from walkways to vehicular ways	\$ 36,000	2012/2013/2014	21 truncated domes (3 more to be completed)
Create AR through park connecting one of each of park features	COMPLETE	2014	
Lombard Lagoon			
Exterior Accessible Route			
Install compliant detectable warning at walkways transitions to vehicular ways		2012	1 truncated dome
Correct or fill multiple gaps along AR (LL1, LL1a, LL2)	\$ 2,500	2015	
Extend the AR to the edge of the lake	\$ 1,500	2015	
Transfer System			
Consider adding second transfer system as a smart practice	\$ 10,000	2016	
Sand box/Play tables			
Acquire and install an accessible sand play structure and place along AR (LL11)	COMPLETE	2014	
Park Site			
Replace <u>portable toilet</u> with compliant model and place along AR (LL12)	COMPLETE	2012	
Create AR with crushed and compacted stone or similar outdoor material for parking or sidewalk to the <u>grill</u> (LL13)	COMPLETE	2014	

	\$\$\$	Date	Notes
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to a designated <u>skating</u> area entry (LL14, LL15)	\$ 3,000	2015	
Relocate <u>bike rack</u> to be along the AR (LL16)	COMPLETE	2014	
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (checklist) & Lower bench seat to max 17" to 19" aff as a best practice (LL17, LL17a, LL18, LL18a, LL19, LL19a) & Acquire and install at least one armrest to 20% of existing benches as a smart practice (checklist)	COMPLETE	2013	
Other – Shelter			
Replace 20% of the picnic tables with ones with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around the table (LL20)	\$ 5,000	2015	
Lombard Lagoon Building			
Parking			
Raise existing accessible parking signs so that lowest end of bottom sign is min.60" aff (LLB1, LLB1a, LLB1b)	COMPLETE	2014	
Exterior Accessible Route			
Create lined cross walk where pedestrian pathway crosses through vehicular traffic (smart practice) (checklist)	\$ 1,000	2016	
Install compliant detectable warning at curb ramps and transitions from walkways to vehicular ways (LLB2, LLB2a, checklist)	COMPLETE	2012	1 truncated dome
Repair, bevel, or ramp CIL along AR (LLB3, LLB3a) & Correct or repair sidewalk cross slope along AR to max 2% (LLB4, LLB4a)	COMPLETE	2012	
Exterior Entry Doors			

	\$\$\$	Date	Notes
Replace doors with doors having 80" overhead clearance (LLB5)	COMPLETE	2013	4 exterior, still need to do interior doors when major reconstruction occurs
Repair, bevel, or ramp CIL at 2 door entries to be max .25" (LLB6, LLB6a, LLB6b, LLB13, LLB13a)	COMPLETE	2014	
Inspect, adjust, and maintain 8.5 lbf to open exterior doors (checklist)	COMPLETE	2013	
Interior Accessible Route and Doors (includes common areas and stairs)			
When in operation, <i>maintain</i> exit doors and leave latch lock open for emergency egress (LLB9, LLB10, LLB10a)	COMPLETE	2014	
Relocate storage, furniture, and other obstacles to create adequate 60" maneuvering space around doors (LLB14, LLB14a)	ONGOING	2014	
Replace doors with doors having 80" of overhead clearance (LLB7, LLB8, LLB11) & Replace hardware with lever hardware where indicated (LLB10a, LLB14) & Replace hardware on doors to hazardous areas with knurled lever hardware (checklist) & Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees (checklist)	\$ 25,000	2013	4 interior
Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public) - [CHECKLIST]			
Lower drinking fountain to that leading edge is 27" aff (LLB15)	\$ 2,500	2015	
Employee Offices and Spaces			
Employee only areas permit approach, entry and exit , <i>relocate obstacles</i> (such as tables and chairs) to create AR through storage (LLB14, LLB14a)	\$ -		

	\$\$\$	Date	Notes
Employee only areas permit approach, entry and exit, relocate obstacles to create turning space of 60" in storage and janitor closet if feasible (LLB14, LLB14a)	\$ -		
Restrooms			
Acquire and mount 36" rear grab bar to the correct placement behind the water closet, 12" to one side of center and 24" to the other and 33" to 36" aff in both restrooms (LLB22, LLB22a, LLB25)	\$ 600	2014	
Relocate or recess hand dryers in restrooms to not interfere with general circulation path, protrusions can't be greater than 4" (LLB24, LLB24a, LLB26)	\$ 3,000	2014	
Insulate exposed pipes under sink in men's restroom (checklist)	\$ 150	2014	
Adjust timing of faucets to remain on for min 10 seconds (checklist)	COMPLETE	2012	
Kitchen			
Lower operating mechanisms in kitchen to max 48" aff to the highest operable part or max 44" for a forward reach over a counter (LLB19, LLB19a, LLB20, LLB20a)	\$ 25	2014	
Aural and Visual Alarms			
Upon renovation install audible and visual alarms in all rooms and spaces	\$ 10,000	2016	
Directional and Permanent Space Signs			
Relocate sign to have CFS for viewing (LLB28)	\$ 50	2014	
Mount compliant signage at inaccessible entrances directing patrons in wheelchairs to accessible entrance (checklist)	COMPLETE	2014	
Mount compliant signage at entrance designating it as accessible (checklist)	COMPLETE	2014	
Madison Meadows			
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	\$\$\$	Date	Notes
Parking			
Acquire and mount at appropriate heights and locations accessible parking signs for stalls (MM4, MM5, MM6, MM7) & Raise existing accessible parking signs so that lowest end of sign is min 60" aff as a smart practice (MM1, MM1a, MM2, MM2a, MM2b, MM3 , MM3a)	COMPLETE	2012	20 completed
Repaint accessible stalls at Taylor Road ball field providing accessible stalls and 8' access aisles for each (MM2b)	\$ 1,500	2014	
Exterior Accessible Route			
PARK- Create lined cross walk where pedestrian pathway crosses through vehicular traffic as a smart practice & BLDG- Create lined cross walk where pedestrian pathway crosses through vehicular traffic as a smart practice	COMPLETE	2013	
PARK- Create curb ramps along AR with max running slope 8.33%, max cross slope 2.08%, a top landing wide as ramp and 36" deep and side flares with max slope 10%	\$ 15,000	2015	
PARK- Repair, bevel, or ramp CIL along AR (MM8, MM8a, MM9, MM9a, MM9b, MM10, MM10a)	\$ 600	2015	
PARK- Establish protocols for regular and frequent inspection and maintenance of surface of AR (MM11)	\$ -		
PARK- Correct or repair sidewalk cross slope along AR to max 2% (MM12a)	\$ 1,200	2015	
PARK- Correct or repair sidewalk running slope along AR to max 5% (MM13, MM13a, MM69, MM69a)	\$ 10,000	2015	
BLDG- Correct slope on curb ramp to max 8.33% (MM74, MM74a), Install compliant detectable warning at curb ramps, Repair, bevel, or ramp CIL along AR (MM75, MM75a) & Correct or repair sidewalk running slope along AR to max 5% (MM76, MM76a)	COMPLETE	2012	1 truncated dome
Paradise Bay			
Parking			

	\$\$\$\$	Date	Notes
Create one more 8' accessible parking stalls, with one 8' adjacent access aisle, with proper signage and striping & Repaint stalls and access aisles to 8' each, or 11' and 5' as an alternative van stall (PB1, PB1a, PB2, PB2a)	\$ 2,500	2014	
Add one van parking sign to one accessible stall in front lot	\$ 150	2014	
Repair or correct slope of parking space and access aisle to max 2% in any direction (PB3, PB3a, PB4, PB4a, PB5, PB5a, PB6, PB6a)	\$ 5,000	2016	
Raise existing accessible parking signs so that lowest end of bottom sign is min.60" aff as a smart practice (PB7, PB7a, PB8)	\$ 100	2014	
See 1.1.2 above for recommendations for connection of stalls to AR (PB9, PB10)	\$ 35,000	2015	
Exterior Accessible Route			
Create lined cross walk where pedestrian pathway crosses through vehicular traffic (PB11)	\$ 750	2014	
Depending on whether stalls are relocated, provide a path through the island at the pool entry (PB11)	\$ 15,000	2015	
Install compliant detectable warning at curb ramps (PB12, PB 13)	\$ 15,000	2015	
One of the detectable warning curbs completed in 2012			
Designate an access aisle for the passenger drop off area by painting an aisle that is 60" wide and 20' long (PB11)	\$ 1,000	2015	
Exterior Entry Signage			
Mount compliant signage at inaccessible entrances directing patrons in wheelchairs to accessible entrance	\$ 600	2014	
Mount compliant signage at entrance designating it as accessible	\$ 150	2014	
Exterior Entry Doors			
Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors, where feasible (PB17)	ONGOING		
Replace noncompliant threshold at exterior doors	\$ 1,300	2016	
Inspect, adjust, and maintain 8.5 lbf to open exterior doors	ONGOING		
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	ONGOING		

	\$\$\$\$	Date	Notes
Interior Accessible Route and Doors (includes common areas and stairs)			
Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors (PB14, PB18, PB19)	ONGOING		
Replace noncompliant threshold at interior doors	\$ 100	2015	
Replace hardware on hazardous area doors with knurled hardware	COMPLETE	2014	
Inspect, adjust, and maintain closing speed on door closers so doors do not close to 3" faster than 3 seconds when started at 70 degrees	ONGOING		
Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public)			
Relocate protruding objects in managers office or place cane detectable warning at foot of counter (PB22, PB22a)	\$ 500	2014	
Remove, or relocate storage in CFS at fixtures and operable parts (PB23)	ONGOING		
Employee Offices and Spaces			
Employee only areas permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through rooms indicated (PB16, PB15, PB29, PB30, PB31a, PB32, PB32a, PB33, PB33a, PB34)	ONGOING		
Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in rooms indicated	ONGOING		
Restrooms			
Recommendations for Single			
Remount grab bars in F2 to 33" to 36" aff (PB37, PB37a)	\$ 600	2015	
Relocate or recess hand dryers in restrooms to not interfere with general circulation path, protrusions can't be greater than 4" (PB40)	\$ 4,000	2015	

	\$\$\$	Date	Notes
Recommendations for Multi-User			
Remount grab bars in restrooms to 33" to 36" aff (PB39, PB39a)	\$ 4,000	2015	
Relocate or recess hand dryers in restrooms to not interfere with general circulation path, protrusions can't be greater than 4" (PB40, PB40a)	\$ 4,000	2015	
Create a compliant ambulatory accessible stall with grab bars and fixtures mounted in correct locations and heights in men's restroom	\$ 10,000	2016	
Lower hooks in women's multi-user restrooms accessible stalls to max 48" aff (PB35, PB35a)	\$ 200	2015	
Widen ambulatory stall door in women's to 32" when opened to 90 degrees (PB36, PB36a)	Construction Tolerance		
Remount grab bars in women's restroom ambulatory stall to 33" to 36" aff (PB38, PB38a)	\$ 200	2015	
Enlarge women's accessible stall to 96" for an inward swinging door, or rehang door to swing outward	\$ 1,500	2016	
Kitchen – Concessions			
Locate accessible tables along the AR with the wheelchair seating accessible from AR and level (PB53, PB53a)	ONGOING	2014	
Relocate menu to be within viewing distance appropriate for letter size, or provide a second menu for patrons with vision impairments (PB44)	\$ 1,500	2015	
Locker Rooms			
Designate 5% or no less than 1 locker as accessible, with signs with the access symbol and hooks and operating mechanisms max 48" aff as a smart practice	\$ 3,000	2015	
Install 59" shower hoses to shower head in accessible showers (PB41)	\$ 500	2015	
Enlarge dressing stalls to 60" by 60" and replace bench with one with seat 24" deep, 48" long, affixed to the wall or having a back and mounted 17" to 19" aff (PB42, PB42a, PB43, PB43a)	\$ 10,000	2016	
Directional and Permanent Space Signs			
Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	ONGOING		

	\$\$\$\$	Date	Notes
Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	\$ -		
Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door	\$ 4,000	2015	
Other – Swimming Pool			
Correct or repair cross slope of pool deck to max 2% where technically feasible (PB52, PB52a, PB53, PB53a)	\$ 40,000	2017	
See 1.12.1 above for correction to CFS at table (PB53, PB53a)	\$ -		
Install pool lift at lap pool and make it available every hour pool is open	COMPLETE	2013	
Correct stair riser heights to be uniform (PB55, PB55a)	Construction Tolerance		
Install another handrail at the pool stairs in both pools, 20" to 24" from an existing handrail (PB56, PB56a, PB55, PB55a)	\$ 5,000	2017	
Create designated wheelchair seating at the bleachers (PB57)	\$ 12,000	2015	
Southland Park			
Parking			
Repaint accessible stalls and access aisles to 8' each (SP1, SP1a)	COMPLETE	2012	
Raise existing accessible parking signs so that lowest end of sign is min. 60" aff (SP2, SP2a)	COMPLETE	2012	
Exterior Accessible Route			
Extend AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to ball field and soccer field (SP3)	\$ 5,000	2016	2014 Completed AR to ball field
Create curb ramp with max running slope 8.33%, max cross slope 2.08%, having a top landing as wide as ramp and 36" deep and side flares with max slope 10%, Repair, bevel, or ramp CIL along AR (SP17, SP17a) & Correct or fill 1" gap along AR (SP18, SP18a)	COMPLETE	2012	11 truncated domes were added to this project

	\$\$\$\$	Date	Notes
Correct or repair sidewalk cross slope along AR to max 2% (SP4, SP4a, SP19, SP19a) & Correct or repair sidewalk running slope along AR to max 5% (SP3, SP3a)	COMPLETE	2013	2 truncated domes
Splash Park			
Other			
Replace insulation on sink pipes in restrooms (SP4, SP5)	COMPLETE	2014	
Sunset Knoll Park			
Exterior Accessible Route			
Correct or repair sidewalk cross slope along AR to max 2% (SK1, SK1a) & Correct or repair sidewalk running slope along AR to max 5% (SK2, SK2a, SK3, SK3a)	\$ 2,000	2015	
Terrace View			
Exterior Accessible Route			
Create curb ramp along the AR with max running slope 8.33%, max cross slope 2.08%, having a top landing as wide as ramp and 36" deep and side flares with max slope 10%	\$ 6,500	2014	
Establish protocols for regular and frequent inspection and maintenance of surface of AR (TVP3)	ONGOING		
Repair, bevel, or ramp CIL along AR (TVP5, TVP5a)	\$ 350	2014	
Correct or repair trail cross slope along AR and from play area to school to max 2% (TVP1, TVP1a, TVP6, TVP6a)	Property Owned by School District #44		
Correct or repair sidewalk running slope along AR to max 5% (TVP4, TVP4a, TVP7, TVP7a)	Property Owned by School District #44		
Relocate park signage to AR, with level 30" by 48" CFS for viewing (TVP2)	\$ 1,000	2014	
Westmore Woods			
Parking			

	\$\$\$\$	Date	Notes
Repair or correct slope of parking space and access aisle to max 2% in any direction (WW2, WW2a)	\$ 1,000	2016	
Raise existing accessible parking signs so lowest end of sign is min 60" aff (WW1, WW1a, WW3, WW3a)	\$ 100	2014	
Create AR connecting accessible parking to park play area (WW4)	\$ 600	2014	
Exterior Accessible Route			
Install compliant detectable warning at curb ramps and walkways transitions to vehicular ways (WW5, WW6)	COMPLETE	2012	4 truncated domes
See section 1.10 for AR to park features	\$ 70,000	2015	
Total Cost	\$ 606,125		
The following facilities have no phase one improvements			
Administration Offices Building			
Broadview Slough			
Eastview Terrace			
Lombard Community Building			
Sunset Knoll Maintenance			
Old Grove Park			
Sunset Knoll Recreation Center			
Vista Pond			
Washington Cemetery			
Western Acres Golf Course			

	\$\$\$	Date	Notes
	2014 Estimated		
	\$ 142,425		
	2015 Estimated		
	\$ 214,900		
	2016 Estimated		
	\$ 203,800		
	2017 Estimated		
	\$ 45,000		

	\$\$\$\$	Date	Actual Dollars	Notes
Crescent Tot Lot				
Transfer System				
Install transfer system on 2 to 5 play structure with access to 50% of the EPC's, if feasible (CTL11, CTL12, CTL12a)	\$ 10,000			
Ground Level Play Components				
Lower chin up bar to within reach range of 18" to 44" for 5 to 12 year old play component (CTL9, CTL9a)	\$ 500			
Add one more type of GLPC's such as spinners or rockers, to meet incentive scoping	\$ 500			
Edson Park				
Playground Designated Entry				
Correct or repair running slope of designated entry to max 5% (EP8, EP8a)	\$ 10,000			
Playground Surface/Accessible Route within				
Repair or correct running slope of play area accessible surface to max 5% (EP9, EP9a)	\$ 10,000			
Repair or correct cross slope of play area accessible surface to max 2% (EP7, EP7a)	\$ 30,000			
Four Seasons Park				
Playground Designated Entry				
Correct or repair running slope of <u>playground B</u> designated entry to max 5% (FS8, FS8a)	\$ 1,000			
Repair, bevel or ramp CIL at <u>playground B</u> entry/border (FS10, FS10a)	\$ 300			
Playground Surface/Accessible Route within				

	\$\$\$\$	Date	Actual Dollars	Notes
Fill and compact EWF surface so that it maintains its accessibility characteristics (FS13, FS13a, FS26, FS26a, FS9, FS9a)	ONGOING			
Establish protocols for regular and frequent inspection and maintenance of accessible playground surfaces	ONGOING			
Elevated Play Components				
Install ramp for access to the EPC's on the play area A- 5 to 12 , or remove two play components to be below the 20 that triggers ramp requirement	\$ 500			
Ground Level Play Components				
Lower one chin up bar play component to within reach range of 20" to 36" for tots (FS22, FS22a, FS23, FS23a)	\$ 150			
Lombard Commons				
Playground Designated Entry				
Correct or repair running slope of designated entries to max 5% (LC6, LC6a, LC15, LC15a) & Correct or repair cross slope of designated entry to 5 to 12 play area to max 2% (LC16, LC16)	\$ 12,000	2014		
Repair, bevel or ramp CIL at playground entry/border (LC17, LC17a)	\$ 2,500	2014		
Playground Surface/AR within				
Repair or correct cross slope of 2 to 5 play area accessible surface to max 2% (LC7, LC7a)	COMPLETE	2014		
Establish protocols for regular and frequent inspection and maintenance of accessible playground surface (LC18)	ONGOING			
Transfer System				
Install transfer system on play structure with access to 50% of the EPC's, if feasible (LC8)	\$ 22,000			
Ramps				
Inspect ramp segments and adjust or raise segments to achieve ramp slope of max 8.33% (LC19, LC19a)	\$ 15,000	2014		

	\$\$\$\$	Date	Actual Dollars	Notes
Install compliant handrails along both sides of ramp at 20" to 28" aff (LC20, LC20a)	\$ 10,000	2014		
Lombard Lagoon				
Playground Designated Entry & Playground Surface/Accessible Route within				
Correct or repair running slope of designated entry to max 5% (LL3, LL3a) & Repair or correct cross slope of play area accessible surface to max 2% (LL4, LL4a)	COMPLETE	2014		
Madison Meadow				
Playground Designated Entry				
Widen the designated entries to 60" width (smart practice) (MM14, MM14a, MM35, MM35a)	COMPLETE	2014		
Correct or repair running slope of designated entries and AR to entries to max 5% (MM15, MM15a, MM16, MM16a, MM18, MM18a, MM37, MM37a) & Correct or repair cross sope of designated entry to 2 to 5 play area to max 2% (MM17, MM17a) & Repair, bevel or ramp CIL at playground entry (MM36, MM36a)	COMPLETE	2014		
Playground Surface/Accessible Route within				
Establish protocols for regular and frequent inspection and maintenance of accessible playground surface (MM22, MM39, MM39a, MM39b)	COMPLETE	2014		
Repair or correct cross slope of play area accessible surface to max 2% (MM38, MM38a)	COMPLETE	2014		
Transfer System				
Consider adding second transfer system on each structure as a smart practice	\$ 10,000			
Lower platform on south 5 to 12 structure transfer system to 11" to 18" aff, in the alternative, add and maintain surface fill level to achieve the same (MM40, MM40a)	COMPLETE	2014		

	\$\$\$\$	Date	Actual Dollars	Notes
Correct transfer step riser height on south 5 to 12 structure to 8" max and uniform (MM41, MM41a, MM41b)	\$ 8,000			
Ramps				
Inspect ramp segments and adjust or raise segments to achieve ramp slope of max 8.33% on both north structures (MM19, MM19a, MM21, MM21a)	COMPLETE	2014		
Southland Park				
Playground Surface/Accessible Route within				
Repair or correct running slope of play area accessible surface to max 5% (SP6, SP6a) & Repair or correct cross slope of play area accessible surface to max 2% (SP5, SP5a) & Repair, bevel or ramp CIL's within playground and at playground entry/border (SP7, SP7a)	\$ 1,200			
Transfer System				
Correct transfer step riser height to 8" max and uniform (SP8, SP8a, SP8b)	\$ 2,000			
Sand box/Play tables				
Section 1.4 for corrections to AR within play area	\$ 1,000			
Acquire and install an accessible sand play structure and place along AR	\$ 850			
Splash Park				
Parking				
Repair or correct slope of parking space and access aisle to max 2% in any direction, due to this being city parking, this will require coordination with the Village of Lombard (SP7, SP7a)	\$ 300			
Exterior Accessible Route				
Create lined cross walk where pedestrian pathway crosses through vehicular traffic (smart practice) (SP8)	\$ 300			03/11/2015

	\$\$\$\$	Date	Actual Dollars	Notes
Correct or repair sidewalk running slope along AR to max 5% (SP1, SP1a)	\$ 12,000			
Sunset Knoll Park				
Playground Designated Entry				
Widen the designated entries to 60" width as a smart practice (SK9, SK9a, SK10, SK10a)	\$ 2,000			
Playground Surface/Accessible Route within				
Repair or correct running slope of play area accessible surface to max 5% (SK11, SK11a, SK24, SK24a)	COMPLETE	2012		
Repair or correct cross slope of play area accessible surface to max 2% (SK12, SK12a)	COMPLETE	2012		
Repair, bevel or ramp CIL's at entries and at ramp (SK13, SK9a, SK14, SK14a)	\$ 4,000			
Repair or replace rubber tiles where gaps occur (SK15, SK15a, SK16, SK16a, SK17)	COMPLETE	2012		
Transfer System				
Consider adding second transfer system on both structures as a smart practice	\$ 5,000			
Sand box/Play tables				
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the sand box (SK23)	\$ 2,000			
Acquire and install an accessible sand play structure and place along AR (SK23)	\$ 1,200			
Sunset Knoll Recreation Center				
Parking				
Repair or correct slope of access aisles to max 2% in any direction (SK1, SK1a, SK2, SK2a)	\$ 30,000			

	\$\$\$\$	Date	Actual Dollars	Notes
Raise existing accessible parking signs so that lowest end of bottom sign is min.60" aff as a smart practice (SK3, SK3a, SK4, SK5, SK5a, SK6, SK6a)	\$ 450			
Create a curb ramp at the head of the access aisles to be max running slope 8.33%, max cross slope 2.08%, having a top landing as wide as the ramp and 36" deep and side flares with a max slope 10% (SK7)	\$ 8,000			
Exterior Accessible Route				
Create lined cross walk where pedestrian pathway crosses through vehicular traffic (smart practice)	COMPLETE	2012		
Install compliant detectable warning at curb ramps (SK8, SK8a) & Repair, bevel, or ramp CIL along AR (SK10, SK10a, SK11, SK11a)	\$ 16,000			
Correct or fill 1" gap along AR (SK9, SK9a)	\$ 100			
Correct or repair sidewalk cross slope along AR to max 2% (SK12, SK12a)	\$ 12,000			
Install a second handrail along the exterior ramp & Install rail along bottom edge of ramp that prevents a 4" sphere from passing through as edge protection (SK278)	\$ 5,000			
Exterior Entry Doors				
Enlarge cement pad at exit to allow 18" clearance on latch side, and extend a pathway away from the building for emergency egress (SK273, SK158, SK157)	\$ 7,000			
Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors (SK152, SK235, SK238)	ONGOING			
Relocate parking bumpers to create 60" maneuvering clearance at exit doors (SK170, SK174)	\$ 750			
Widen doors to 32" as noted (SK138, SK138a, SK221a, SK228)	\$ 7,500			
One door was replaced in 2012				
Replace doors with doors having 80" overhead clearance (SK134a, SK156, SK156a, SK211, SK211a, SK220, SK219, SK237)	\$ 20,000			

	\$\$\$\$	Date	Actual Dollars	Notes
Repair, bevel, or ramp CIL at 13 door entries to be max .25" (SK140, SK141, SK146, SK146a, SK161, SK161a, SK169, SK169a, SK173, SK173a, SK182, SK182a, SK212, SK217, SK217a, SK222, SK230, SK230a, SK239, SK239a) & Replace threshold at exterior doors (SK139, SK147, SK170, SK185) & Fill and maintain gaps at doorways to max .5" (SK159, SK159a, SK223, SK223a)	\$ 52,000			
Replace hardware with lever hardware as noted (SK142, SK183, SK199, SK240) & Replace hardware on hazardous area doors with knurled hardware	\$ 900			
One door was replaced in 2012				
Install a power door opener that opens both sets of doors simultaneously, keeping them open for an adequate amount of time to allow patrons entry (SK184)	COMPLETE	2011		
Inspect, adjust, and maintain 8.5 lbf to open exterior doors	ONGOING			
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	ONGOING			
Interior Accessible Route and Doors				
DOORS- Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors (SK151, SK153, SK145a, SK162, SK175, SK175a, SK176, SK180, SK181, SK236, SK189, SK194a, SK179, SK179a, SK205, SK206, SK108, SK213, SK115, SK274, SK275)	ONGOING			
DOORS- Remove and rehang door to open from opposite side to allow 18" maneuvering clearance on pull side (SK272, SK160, SK144a, SK168, SK193, SK192, SK218, SK224)	\$ 17,600			
DOORS- Replace doors ones having 32" clear width where indicated (SK137, SK137a, SK150, SK150a, SK163, SK163a, SK166, SK166a, SK171, SK171a, SK172, SK172a, SK187, SK187a, SK194, SK194a, SK196, SK203, SK208, SK210, SK215, SK225, SK233)	\$ 45,000			

	\$\$\$\$	Date	Actual Dollars	Notes
DOORS- Replace doors with doors having 80" overhead clearance (SK135, SK135a, SK136, SK136a, SK144, SK144a, SK241, SK145, SK145a, SK190, SK190a, SK165, SK168, SK168a, SK178, SK186, SK186a, SK188, SK188a, SK191, SK193, SK193a, SK195, SK194a, SK192, SK192a, SK196, SK196a, SK197, SK197a, SK200, SK200a, SK202, SK202a, SK205, SK205a, SK206, SK206a, SK207, SK209, SK209a, SK211, SK211a, SK213, SK213a, SK214, SK216, SK218, SK218a, SK219, SK224, SK224a, SK226, SK226a, SK219, SK227, SK227a, SK231, SK232, SK234, SK234a)	\$ 105,000			
DOORS- Replace hardware with lever hardware where indicated (SK177, SK164, SK167, SK198, SK199, SK201, SK204) & Replace hardware on hazardous area doors with knurled hardware	\$ 2,100			
DOORS- Inspect, adjust, and maintain 5 lbf to open interior doors	\$ -			
DOORS- Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$ -			
INTERIOR- Provide interior ramp access from recreation areas to preschool area, (SK13)	\$ 40,000			
INTERIOR- Lower operating mechanisms along interior AR to max 48" aff to the highest operable part (SK15, SK15a, SK17, SK17a, SK19, SK19a)	\$ 500			
INTERIOR- Replace drinking fountain with hi-lo bowl fountain (SK16, SK16a, SK16b)	\$ 10,500			
INTERIOR- Replace or extend handrail extension on stairs and remount handrails to 34" to 38" aff (SK13, SK13a, SK13a, SK14, SK14a)	\$ 1,000			
Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public)				
Relocate obstacles such as tables and chairs to create AR through preschool 3 (SK116, SK116a)	\$ -			
Raise shower bar to 80" for overhead clearance (SK94, SK94a)	\$ 100			

	\$\$\$\$	Date	Actual Dollars	Notes
Relocate protruding objects in preschool 1 or place cane detectable warning at foot of shelf (SK118, SK118a)	\$ -			
Tape or bevel a 32" wide portion of the gym mats to provide an entry (SK90)	\$ 5,000			
Remove, or relocate storage in CFS at fixtures and operable parts (SK30, SK30a, SK30b, SK31, SK31a, SK31b, SK32, SK43, SK44, SK45, SK52, SK53, SK54, SK70, SK71, SK97, SK120, SK126, SK126a, SK131, SK81, SK82)	\$ -			
Lower operating mechanisms in rooms noted to max 48" aff to highest operable part (SK33, SK33a, SK34, SK34a, SK35, SK36, SK36a, SK148, SK148a, SK37, SK37a, SK46, SK46a, SK47, SK47a, SK45, SK45a, SK56, SK56a, SK53, SK53a, SK57, SK57a, SK58, SK58a, SK74, SK74a, SK76, SK76a, SK83, SK83a, SK84, SK84a, SK98, SK98a, SK100, SK100a, SK124, SK124a, SK122, SK122a, SK123, SK123a, SK132, SK132a, SK85, SK85a, SK86, SK86a, SK99a, SK103, SK103a)	\$ 8,100			
Remove base cabinets to provide knee clearance and lower a portion of the counter to max 34", in the alternative, provide another work surface with knee clearance (SK63, SK63a)	\$ 5,500			
Remove base cabinets to provide knee clearance and lower sink heights to max 34" aff in rooms indicated (SK38, SK38a, SK121, SK121a, SK125, SK126, SK133, SK104, SK104a)	\$ 40,000			
Replace sink hardware with level hardware (SK39, SK105)	\$ 500			
Employee Offices and Spaces				
Employee only areas permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through rooms indicated (SK28, SK29, SK40, SK40a, SK49, SK50, SK50a, SK65, SK65a, SK66, SK66a, SK67, SK91, SK92, SK93, SK93a, SK95, SK107, SK107a, SK108, SK115, SK127, SK127a)	\$ -			
Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in rooms indicated (SK41, SK42, SK49, SK67, SK95, SK108, SK109, SK130, SK129)	\$ -			
Restrooms				
MULTI- Lower baby changing table to max 48" aff to the handle in both restrooms (SK21, SK21a, SK22, SK22a)	\$ 200			

	\$\$\$\$	Date	Actual Dollars	Notes
MULTI- Relocate or recess hand dryers and baby changers in restrooms to not interfere with CFS at the sink and urinals, protrusions can't exceed 4" (SK25, SK25a, SK26, SK26a)	\$ 1,000			
Urinals replaced in 2011				
MULTI- Lower mirror in men's so reflective surface is max 40" aff (SK20, SK20a)	\$ 200			
MULTI- Create ambulatory accessible stall with grab bars and fixtures mounted in correct locations and at correct heights in men's restroom	\$ 10,000			
MULTI- Replace toilet tank with one having flush mechanism on the open side, in the alternative, install an auto flush unit in men's (SK24)	\$ 400			
MULTI- Replace stall door of accessible stall with one that is self-closing (SK27)	\$ 200			
MULTI- Replace toilet seat, or re-set or replace water closet to 17" to 19" aff in women's (SK23, SK23a)	\$ 150			
SINGLE- Acquire and mount compliant signage for fitness restroom with access symbol (SK243)	\$ 100			
SINGLE- Widen fitness restroom to 60" clear width (SK245)	\$ 35,000			
SINGLE- Acquire and mount correct grab bars on side and back walls in correct location and 33" to 36" aff (SK246, SK246a, SK247, SK247a, SK248, SK248a, SK249)	\$ 1,500			
SINGLE- Remount toilet paper dispenser in fitness restroom to max 7" to 9" from front of toilet and 15" to 48" aff (SK251, SK252)	\$ 1,500			
SINGLE- Lower mirror in fitness restroom so that reflective surface of mirror is max 40" aff (SK254, SK254a)	\$ 100			
SINGLE- Lower hooks in fitness restroom to max 48" aff (SK257, SK257a)	\$ 100			
SINGLE- Create one compliant single user accessible restroom with grab bars and fixtures mounted in correct locations and at correct heights in one of the preschool rooms (SK260, SK260a, SK261, SK261a, SK262, SK263, SK264, SK264a, SK265, SK265a, SK266, SK267, SK268, SK269, SK270)	\$ 25,000			
SINGLE- Leave remaining restrooms inaccessible, acquire and mount compliant signage at restroom directing patrons to accessible restroom (SK258, SK259)	\$ 300			
Aural and Visual Alarms				03/11/2015

	\$\$\$\$	Date	Actual Dollars	Notes
Upon renovation install audible and visual alarms in all rooms and spaces	\$ 24,000			
Directional and Permanent Space Signs				
Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	\$ -			
Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door	\$ 4,000			
Other				
FITNESS- Create a 30" by 48" "parking space" next to one of each type of fitness equipment offered in the center (SK277, SK276)	ONGOING			
SHOWER- Widen CFS to access shower to 30" wide and 48" deep, measuring from the control wall & Install required seat in transfer shower (SK28)	\$ 45,000			
Westmore Woods				
Exterior Accessible Route				
Correct or repair sidewalk cross slope along AR to max 2% (WW9, WW9a, WW8, WW8a) & Correct or repair sidewalk running slope along AR to max 5% (WW7, WW7a,)	\$ 80,000			
Total Cost	\$ 843,650			
The following facilities have no phase two improvements				
Administration Offices Building				
Broadview Slough				
Eastview Terrace				
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	\$\$\$\$	Date	Actual Dollars	Notes
Four Seasons Park-Log Cabin				
Lilacia Park				
Lombard Community Building				
Lombard Lagoon Building				
Old Grove Park				
Paradise Bay				
Sunset Knoll Maintenance				
Terrace View				
Vista Pond				
Washington Cemetery				
Western Acres Golf Course				

	\$\$\$\$	Date	Notes
Administration Offices Building			
Parking			
Raise existing accessible parking signs so lowest end of bottom sign is min 60" aff as a best practice (AB1, AB1a)	\$ 100	2013	
Exterior Accessible Route			
Install compliant detectable warning at curb ramps and transitions from walkways to vehicular ways (AB3, AB4)	COMPLETE	2012	4 truncated domes
Repair, bevel, or ramp CIL along AR (AB5, AB5a)	COMPLETE	2012	
Exterior Entry Signage			
Mount compliant signage at entrance designating it as accessible (AB26)	\$ 100		
Mount compliant signage at inaccessible entrances directing patrons in wheelchairs to accessible entrance	N/A		
Exterior Entry Doors			
Enlarge cement pad at exit to allow 18" clearance on the latch side, and extend a pathway away from the building for emergency egress (AB8)	COMPLETE	2013	
Inspect, adjust, and maintain 8.5 lbf to open exterior doors	COMPLETE	2012	
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	COMPLETE	2012	
Interior Accessible Route and Doors (includes common areas and stairs)			
Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors where feasible (AB6, AB6A, AB7, AB7a, AB12)	ONGOING		
Repair, bevel, or ramp CIL's at 1 door entry to max .25" (AB11, AB11a)	\$ 10,000		
Replace hardware on hazardous area doors with knurled hardware	\$ 50		
Inspect, adjust, and maintain 5 lbf to open interior doors	COMPLETE	2012	

	\$\$\$\$	Date	Notes
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	COMPLETE	2012	
Replace noncompliant drinking fountain with hi-lo bowl fountain (AB25)	\$ 6,500		
Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public)			
Relocate obstacles such as tables and chairs to create AR through conference room	COMPLETE		
Lower operating mechanisms in break area to max 48" aff to the highest operable part (AB16, AB16a, AB17)	\$ 30		
Remove storage from the knee clearance at the sink in the break room (AB15)	COMPLETE		
Employee Offices and Spaces			
Employee only areas permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR through rooms indicated (AB13, AB13a, AB18, AB18a, AB20, AB22)	\$ 200		
Employee only areas permit approach, entry, and exit, relocate obstacles to create turning space of 60" in rooms indicated	\$ -		
Restrooms			
Relocate or recess hand dryers in restrooms to not interfere with clear floor space at the sink, protrusions can't be greater than 4" (AB24, AB24a)	\$ 1,000		
Directional and Permanent Space Signs			
Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements (AB27)	\$ 150		
Mount signage at all permanent rooms/spaces with Braille and access symbol, mounted at 60" to middle of sign and on latch side of door	\$ 450		

	\$\$\$\$	Date	Notes
Four Seasons Park			
Park Site			
Correct or repair sidewalk running slope along AR to fishing pier to max 5%, or provide level resting points (FS27, FS27a) & Replace transition plate at fishing pier entry with one having max 8.33% slope and handrails (FS28, FS28a)	\$ 1,500		
Extend AR to player and spectator seating areas at 2 of the 6 <u>multi-use fields</u> (FS29, FS30, FS31)	\$ 35,000		
Lilacia Park			
Park Site			
Relocate 20% of <u>garbage cans</u> to along AR (LP4, LP5)	COMPLETE		
Replace <u>drinking fountain</u> with hi-lo bowl fountain (LP8, LP8a)	\$ 5,500		
Correct slope to <u>wood deck</u> to max 2% cross and 5% running (LP7)	COMPLETE	2013	
Relocate 20% of the benches to along AR, with 36" by 48" adjacent CFS (LP6)	COMPLETE		
Replace one <u>picnic table</u> with one with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table (LP5)	COMPLETE	2013	
Other			
SHELTER -Relocate accessible tables to be in the shelter with 36" AR around the tables (LP10)	COMPLETE		
SHELTER -Create AR with crushed and compacted stone or similar outdoor material from shelter or path to grill (LP11)	\$ 3,000		
OUTDOOR -See 1.10.4 and 1.10.5 above for bench and table corrections	\$ -		
OUTDOOR -Install second handrail along the library ramp, this may take coordination with the library (LP12)	Library Owned \$15,000		
OUTDOOR -Correct or repair pathway cross slope along AR to max 2.08% (LP13, LP13a, LP17, LP17a) & Correct or repair pathway running slope along AR to max 5% for any distance, 8.33% for 50' or 10% for 30' with level resting areas (LP14, LP14a, LP15, LP15a, LP16, LP16a, LP18, LP18a)	\$ 75,000		

	\$\$\$\$	Date	Notes
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to greenhouse and storage entries (LP25)	\$ 7,500		
Repair, bevel, or ramp CIL and fill gaps along AR (LP19)	COMPLETE	2013	
Replace greenhouse flooring with a firm and stable surface to provide maneuvering clearance and AR (LP20)	\$ 150,000		
Replace threshold at exterior doors with ADA compliant thresholds (LP22, LP23)	\$ 500		
Replace hardware with lever hardware where indicated (LP21)	\$ 300		
Inspect, adjust, and maintain 8.5 lbf to open exterior doors	\$ -		
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$ -		
Employee only areas permit approach, entry and exit , relocate obstacles (such as tables and chairs) to create AR through greenhouse (LP25)	\$ -		
Lombard Commons			
Park Site			
BALLFIELD/COURT -Correct or repair slope of AR to <u>tennis courts</u> (LC39, LC39a) & Widen pathway at tennis entry to provide 18" maneuvering clearance at gate (LC40)	\$ 15,000		
PARK - Replace <u>drinking fountain</u> with a hi-lo bowl fountain, in the alternative, install a second high bowl fountain (LC34, LC38, LC44)	\$ 16,500		
PARK - Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to one of the <u>bike racks</u> (LC35)	\$ 5,000		
PARK - Correct or repair slope of AR to <u>memorial</u> (LC45, LC45a)	\$ 20,000		
PARK - Extend AR to one of the two <u>grills</u> (LC50, LC51)	\$ 5,000		
PARK - Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (LC46) & Acquire and install at least one armrest to 20% of existing benches as a smart practice (LC46)	\$ 18,000	2012	4 benches (need 6 more benches)
PARK - Replace 20% of the <u>picnic tables</u> with ones with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table (LC52, LC53, LC55)	COMPLETE	2012	16 picnic tables

	\$\$\$\$	Date	Notes
Other – Shelters and Building			
Correct or fill gaps on ball field shelter interior (LC57, LC58, LC59) & Correct or repair AR cross slope in ball field shelter to max 2% (LC60, LC60a)	\$ 30,000		
Repair, bevel or ramp CIL on ball field shelter interior (LC56, LC56a)	\$ 20,000		
Replace 20% of the picnic tables with one with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around the table in both shelters (LC62, LC63)	\$ 20,000		
Move vending machine closer to mutt mitt to act as a detectable warning (LC62, LC63)	\$ -		
Madison Meadow			
Park Site			
SPORTS FIELDS- Correct or repair AR running slope at <u>field 17</u> to max 5% (MM70, MM70a, MM71, MM71a) & Correct or repair AR cross slope at field 14 and 17 to max 2% (MM47, MM47a, MM72, MM72a)	\$ 20,000		
SPORTS FIELDS- Widen entry to <u>field 14</u> to 32" clear width (MM73, MM73a)	\$ 5,000		
SPORTS FIELDS- Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to one of the 3 <u>multi-use field</u> player and spectator seating areas (MM61, MM61a)	\$ 3,500		
SPORTS FIELDS- Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to <u>batting cages</u> (MM55)	\$ 5,000		
SPORT COURTS- Repair entry to <u>tennis courts</u> to eliminate CIL and gap (MM49, MM49a, MM50)	COMPLETE	2012	
SPORT COURTS- Correct or repair running slope of AR to <u>tennis</u> to max 5% (MM48, MM48a)	\$ 20,000		
SPORT COURTS- Correct or repair CIL and slope at <u>skate park</u> and <u>roller hockey</u> to max. .25" for CIL and 5% for running slope (MM51, MM51a, MM52, MM52a, MM53, MM53a, MM54, MM54a)	\$ 20,000		
PARK- Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the <u>flagpole</u> (MM56)	\$ 1,000		

	\$\$\$\$	Date	Notes
PARK- Replace one <u>portable toilet</u> with and place along AR (MM57, MM57a)	\$ -		
PARK- Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to one the <u>grills</u> (MM46)	\$ 200		
PARK- Replace <u>drinking fountain</u> with hi-lo bowl fountain (MM64, MM64a)	\$ 5,500		
PARK- Create AR with crushed and compacted stone or outdoor material from parking or sidewalk to the <u>bulletin board</u> , in the alternative, relocate to the AR (MM67)	\$ 1,000		
PARK- Extend the AR to the bike rack (MM68)	\$ 300		
PARK- Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR	\$ 15,000		
PARK- Acquire and install at least one armrest to 20% of existing <u>benches</u> as a smart practice (MM58)	\$ 5,200		
Other – Shelter and Buildings			
SHELTER- Repair, bevel or ramp CIL on shelter interior (MM45, MM45a)	\$ 1,000		
SHELTER- Replace 20% of the picnic tables with one with knee and toe clearance 19" deep at 27" high and 24" deep at 9" high, with 36" AR around table (MM59)	\$ 9,000		
DOORS- Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors	\$ -		
DOORS- Replace doors with doors having 80" overhead clearance (MM77, MM77a)	\$ 15,000		
DOORS- Repair, bevel, or ramp CIL at 3 door entries to max .25" (MM78, MM80, MM81, MM81a)	\$ 200		
DOORS- Fill and maintain gaps at doorways to max .5" (MM79, MM79a)	\$ 200		
ROOMS- Relocate obstacles such as tables and chairs to create AR and turning space through football storage and plumbing, if feasible (MM83)	\$ -		
ROOMS- Remove, or relocate storage in CFS at fixtures and operable parts in football storage	\$ -		
RESTROOMS- Acquire and mount compliant signage for restroom, including symbol of accessibility (MM87)	\$ 500		
RESTROOMS- Insulate exposed pipes under sink in both restrooms (MM88)	\$ 300		

	\$\$\$\$	Date	Notes
Sunset Knoll Maintenance			
Parking			
Add one van parking sign to one accessible stall	\$ 100		
Repair or correct slope of parking space and access aisle to max 2% in any direction (M1, M1a, M2, M2a)	\$ 15,000		
Relocate visitor parking to avoid blocking access aisle (M4, M4a)	\$ 1,500		
Raise existing accessible parking signs so that lowest end of bottom sign is min 60" aff as a smart practice (M3, M3a)	\$ 100		
Connect access aisles to AR by creating a curb ramp or eliminating CIL at curbs	\$ 1,000		
Exterior Accessible Route			
Mount signs preventing cars from parking and blocking curb ramps	\$ 150		
Install compliant detectable warning at curb ramps & Repair, bevel, or ramp CIL along AR (M5, M5a, M5b)	\$ 5,000		
Exterior Entry Signage			
Mount compliant signage at inaccessible entrances directing patrons in wheelchairs to accessible entrance & Mount compliant signage at entrance designating it as accessible	\$ 1,050		
Exterior Entry Doors			
Relocate storage, furniture, and other obstacles to create adequate 60" maneuvering space around doors (M20, M30, M60)	\$ -		
Enlarge cement pad at exit to allow 18" clearance on the latch side, and extend a pathway away from the building for emergency egress (M24)	\$ 8,000		
Replace noncompliant threshold at exterior doors with ADA compliant thresholds (M19, M25)	\$ 500		
Inspect, adjust, and maintain 8.5 lbf to open exterior doors	\$ -		
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$ -		

	\$\$\$\$	Date	Notes
Interior Accessible Route and Doors (includes common areas and stairs)			
Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors (M18, M28, M17, M21, M26, M27, M59, M29, M63, M64, M62, M61, M31)	\$ -		
Replace noncompliant threshold at interior doors (M23)	\$ 250		
Replace hardware with lever hardware where indicated & Replace hardware on hazardous area doors with knurled hardware	\$ 7,500		
Inspect, adjust, and maintain 5 lbf to open interior doors	\$ -		
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$ -		
Lower operating mechanisms along AR to max 48" aff to the highest operable part (M7, M7a)	\$ 1,000		
Replace drinking fountain with a hi-lo bowl fountain	\$ 5,500		
Install detectable warning strip on top tread of each stairway	\$ 100		
Service Counter			
Lower 36" wide segment of service counter to max 34" aff (M6, M6a)	\$ 4,000		
Restrooms			
Remount signs to be 60" to center (M16, M16a)	\$ 100		
Relocate protruding shelves in both or place cane detectable warning at foot of shelf (M14, M14a)	\$ 100		
Relocate or recess towel dispenser in men's and tampon dispenser in women's restroom to not interfere with CFS at the sink, protrusions can't exceed 4" (M13, M13a, M15, M15a)	\$ 2,000		
See 1.6.1 above for correction to egress from men's restroom	\$ -		
Adjust timing of auto faucets in women's to stay on for 10 seconds	\$ 100		
Locker Rooms			
Replace hardware on at least one locker in each locker room (M9)	\$ 1,000		
Replace bench in dressing areas with one with seat 24" deep, 48" long, affixed to the wall or having a back and mounted 17" to 19" aff (M10, M10a)	\$ 200		
Remount shower controls in both locker room showers to 48" aff (M11, M11a)	\$ 1,000		

	\$\$\$\$	Date	Notes
Designate 5% or no less than 1 locker as accessible in men's locker, mounting signage with access symbol and hooks and operating mechanisms max 48" aff as a smart practice	\$ 1,000		
Aural and Visual Alarms			
Upon renovation install audible and visual alarms in all rooms and spaces	\$ 5,000		
Directional and Permanent Space Signs			
Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	\$ -		
Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	\$ -		
Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door (M8)	\$ 1,000		
Washington Cemetery			
Exterior Accessible Route			
Create an accessible route through the cemetery, in the alternative change rules and policies to permit people with mobility impairments to use mobility devices at the site.	The Cemetery is not owned or operated by the Lombard Park District.		
Park Site			
Relocate 20% of <u>garbage cans</u> to along AR (WC2)	\$ -		
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (WC3) & Acquire and install at least one armrest to 20% of existing benches as a smart practice (WC3)	\$ 2,000		
Western Acres Golf Course			

	\$\$\$\$	Date	Notes
Golf Course			
Parking			
Create one more 8' accessible parking stalls, with one 8' adjacent access aisle, with proper signage and striping & Relocate parking stall to along shortest AR to entry	\$ 3,500		
Acquire and mount at appropriate heights and locations accessible parking signs for parking stalls (WAG1)	\$ 100		
Determine parking capacity of grass area to see if it triggers another accessible stall (WAG2, WAG3, WAG3a)	COMPLETE	2011	
Exterior Accessible Route			
Create lined cross walk where pedestrian pathway crosses through vehicular traffic (smart practice)	\$ 500		
Install compliant detectable warning at transitions from walkways to vehicular ways	COMPLETE	2013	
Correct or fill .75" gap along AR (WAG5, WAG5a)	COMPLETE	2013	
Relocate garbage can adjacent to bench to provide CFS (WAG4)	COMPLETE	2013	
Repair AR from parking at maintenance to building entry and create lined cross walk where pedestrian pathway crosses through vehicular traffic (smart practice) (WAM1, WAM2)	\$ 500		
See 1.6.4 under maintenance for CIL correction at entry (WAM3, WAM3a)	\$ 500		
Exterior Entry Signage			
Mount compliant signage at inaccessible entrances directing patrons in wheelchairs to accessible entrance	COMPLETE	2013	
Mount compliant signage at entrance designating it as accessible	COMPLETE	2013	
Exterior Entry Doors			
Repair, bevel, or ramp CIL at parking door entries to max .25" (WAG12, WAG13, WAG13a), Widen doors to 32" for doors to patio (WAG11, WAG11a), Replace doors with doors having 80" overhead clearance (WAG6, WAG6a) & Replace hardware with lever hardware where indicated (WAG19, WAG19a)	COMPLETE	2013	
Inspect, adjust, and maintain 8.5 lbf to open exterior doors	COMPLETE	2013	

	\$\$\$\$	Date	Notes
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	COMPLETE	2013	
Golf Clubhouse			
Interior Accessible Route and Doors (includes common areas and stairs)			
DOORS- Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors (WAG7, WAG10, WAG15, WAG15a)	\$ -		
DOORS- Replace doors to storage with one having 32" clear width and 79" overhead clearance	\$ 2,500		
DOORS- Repair, bevel, or ramp CIL's at storage door entries to max .25" (WAG8, WAG8a, WAG14) & Fill and maintain gaps at doorways to max .5" (WAG9)	\$ 200		
INTERIOR- Widen AR to 42" wide around 90 degree turn into restrooms	COMPLETE	2013	
INTERIOR- Replace fountain with hi-lo bowl, or add a second low bowl fountain (WAG49)	COMPLETE	2013	
INTERIOR- See 1.5.1 above for correction to egress from restrooms	COMPLETE	2013	
Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public)			
Relocate protruding objects in main room or place cane detectable warning at foot of suggestion box (WAG20, WAG20a)	\$ -		
Employee Offices and Spaces			
Employee only areas permit approach, entry and exit , relocate obstacles (such as tables and chairs) to create AR through rooms indicated (WAG24, WAG24a, WAG21, WAG22)	\$ -		
Employee only areas permit approach, entry and exit, relocate obstacles to create turning space of 60" in rooms indicated	\$ -		

	\$\$\$\$	Date	Notes
Restrooms			
Acquire and mount signage for restroom with symbol of accessibility (WAG28, WAG28a, WAG28b, WAG40, WAG40a)	COMPLETE	2013	
Lower mirrors so reflective surface is max 40" aff (WAG29, WAG29a, WAG43)	COMPLETE	2013	
Replace faucet controls with lever controls (WAG30, WAG44)	COMPLETE	2013	
Insulate exposed pipes under sink in both (WAG31, WAG45)	COMPLETE	2013	
Lower at least one hook to max 48" aff (WAG33, WAG33a, WAG47)	COMPLETE	2013	
Create compliant wheelchair accessible stall with grab bars and fixtures mounted in correct locations and at correct heights in each restroom (WAG34, WAG41, WAG36, WAG42)	COMPLETE	2013	
Relocate or recess towel dispensers, hand dryers and tampon dispenser in restrooms to not interfere with clear floor space at the sink, protrusions can't be greater than 4" (WAG37, WAG37a, WAG46, WAG48)	COMPLETE	2013	
See 1.6.1 in interior for egress correction (WAG38)	COMPLETE	2013	
Lower urinal so that the rim height is max 17" aff (WAG32, WAG32a)	COMPLETE	2013	
Kitchen/Concessions			
Lower the height of a 36" wide segment of the service counter to max 34" aff (WAG50, WAG50a)	COMPLETE	2013	
Replace menu with one having pictures as a smart practice (WAG51)	\$ 500		
Aural and Visual Alarms			
Upon renovation install audible and visual alarms in all rooms and spaces	\$ 5,000		
Directional and Permanent Space Signs			
Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	\$ -		
Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	\$ -		
Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door (WAG28b)	\$ 500		

	\$\$\$\$	Date	Notes
Maintenance			
Interior Accessible Route and Doors			
Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors (WAM4, WAM16, WAM16a, WAM9, WAM11, WAM12, WAM12a, WAM14)	\$ -		
Replace storage/office door with one with 32" clear width (WAM10)	\$ 3,000		
Replace cart storage door with one with 80" overhead clearance (WAM15)	\$ 1,500	2013	
Repair, bevel, or ramp CIL's at 3 door entries to max .25" (WAM6)	\$ 1,500		
Replace noncompliant threshold at interior doors	\$ 500		
Replace hardware with lever hardware where indicated (WAM5, WAM13, WAM17, WAM17a, WAM9, WAM10a, WAM11a) & Replace hardware on hazardous area doors with knurled hardware	\$ 1,800		
See 1.6.1 and 1.6.4 for correction to front entry access	\$ -		
Employee Offices and Spaces			
Employee only areas permit approach, entry, and exit, relocate obstacles (such as tables and chairs) to create AR and turning space through garage and storage areas (WAM20, WAM23, WAM24, WAM19, WAM25)	\$ -		
Restrooms			
Create a compliant single user accessible restroom with grab bars and fixtures mounted in correct locations and at correct heights (WAM26, WAM27)	\$ 20,000		
Acquire and mount compliant signage for restroom, including symbol of accessibility	\$ 100		
Aural and Visual Alarms			
Upon renovation install audible and visual alarms in all rooms and spaces	\$ 5,000		
Directional and Permanent Space Signs			
Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements	\$ -		

	\$\$\$\$	Date	Notes
Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces	\$ -		
Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door	\$ 1,000		
Total Cost	\$ 686,730		
The following facilities have no phase three improvements			
Broadview Slough			
Crescent Tot Lot			
Eastview Terrace			
Edson Park			
Four Seasons Park-Log Cabin			
Lombard Community Building			
Lombard Lagoon			
Lombard Lagoon Building			
Old Grove Park			
Paradise Bay			
Southland Park			
Splash Park			
Sunset Knoll Park			

	\$\$\$\$	Date	Notes
Sunset Knoll Recreation Center			
Terrace View			
Vista Pond			
Westmore Woods			

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	\$\$\$\$	Date	Actual Dollars	Notes
Administration Offices Building				
Parking				
Reconfigure accessible stalls to avoid requiring pedestrians to cross vehicular way, in the alternative, leave as is with striped crosswalk (AB2)	COMPLETE	2012	\$ 300	
Interior Accessible Route and Doors (includes common areas and stairs)				
Closets not meant for entry, leave as is (AB9, AB10)	COMPLETE			
Employee Offices and Spaces				
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (AB19, AB19a, AB14, AB14a, AB21)	\$ -			
Restrooms				
Accessible stalls should be 60" wide by 59" deep, they are 60" wide by 58" deep, leave as is, citing construction tolerance (AB23)	CONSTRUCTION TOLERANCE			
Crescent Tot Lot				
Park Site				
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (CTL8)	\$ 3,000			
Acquire and install at least one armrest to 20% of existing <u>benches</u> as a smart practice (CTL8)	\$ 1,800			
Exterior Accessible Route				
Leave as is, vehicular access only (CTL7)	Village Owned			
Transfer System				
Consider adding second transfer system to the 5 to 12 play area as a smart practice	\$ 25,000			
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	\$\$\$\$	Date	Actual Dollars	Notes
Edson Park				
Transfer System				
Consider adding second transfer system as a smart practice	\$ 25,000			
Four Seasons Park				
Park Site				
Extend AR to player and spectator seating area at <u>basketball</u> (FS32)	COMPLETE	2013		
Relocate 20% of <u>garbage cans</u> to be along AR	COMPLETE			
Extend AR to edge of <u>volleyball</u> playing surface	\$ 40,000			
Sled hill undeveloped, leave as is (FS33)	\$ -			
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR and acquire and install at least one armrest to 20% of existing <u>benches</u> as a smart practice (FS34, FS35, FS36)	\$ 14,000			
Replace 20% of the <u>picnic tables</u> with ones with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table and placed along the AR (FS36, FS37, FS38)	\$ 6,000			
Playground Designated Entry				
Create designated entry to <u>playground A</u> by removing 60" portion of play area boundary as a smart practice, in the alternative leave as is and designate other 5 to 12 playgrounds as accessible	\$ -			
Other – Shelter and Restroom Building				
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to shelter (FS39)	\$ 8,000			
Replace one <u>picnic table</u> with one with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table (FS40)	\$ 1,500			
No maneuvering clearance at plumbing door, leave as is, not meant for public entry (FS43)	\$ -			
Repair, bevel or ramp CIL at men's restroom doorway (FS42)	\$ 400			
For all deficits in plumbing room leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (FS43, FS44)	\$ -			

	\$\$\$\$	Date	Actual Dollars	Notes
Transfer System				
Lower platforms on transfer systems on all structures to 11" to 18" aff, in the alternative, add and maintain surface fill level to achieve the same, in the alternative leave as is and designate other 5 to 12 playgrounds as accessible (FS14, FS14a, FS15, FS15a, FS16, FS16a, FS11, FS11a)	\$ 1,000			
Transfer System				
Consider adding second transfer system on the <u>play area B</u> as a smart practice				
Lilacia Park				
Other				
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here, if greenhouse is open to the public, overhead clearance must be corrected (LP26, LP26a, LP27, LP28, LP30, LP29, LP29a)	\$ 15,000			
Lombard Commons				
Park Site				
BALLFIELD/COURT- Create AR with crushed and compacted stone or outdoor material from parking or sidewalk to the <u>basketball court</u> , in the alternative leave as is (LC33)	\$ 5,000			
BALLFIELD/COURT- No standards currently exist for accessible Frisbee golf courses, leave as is (LC36, LC37)	\$ -			
BALLFIELD/COURT- Relocate 20% of the equipment boxes to be along the AR, in the alternative leave as is (LC41)	\$ 25,000			
BALLFIELD/COURT- Extend AR to player and spectator seating area at one of the 2 <u>multi-use fields</u> , in the alternative leave as is (LC42, LC43)	\$ 25,000			
BALLFIELD/COURT- Extend AR to player and spectator seating area at one of the 5 <u>ball fields</u> , in the alternative leave as is (LC47, LC48, LC48a, LC49)	\$ 5,000			
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	\$\$\$\$	Date	Actual Dollars	Notes
Lombard Community Building				
Parking				
Repaint stall to be 96" wide (CB1, CB1a) & Reconfigure stall and access aisle to line up with paver path (CB9)	\$ 1,000			
Repair or correct slope of parking space and access aisle to max 2% in any direction (CB2, CB2a, CB3, CB3a, CB4, CB4a, CB5, CB5a) & Correct or fill 5" gap in stall (CB6, CB6a)	\$ 1,000			
Acquire and mount at appropriate heights and locations accessible parking signs for stall (CB7) & Raise existing accessible parking signs so that lowest end of bottom sign is min 60" aff as a smart practice (CB8, CB8a)	\$ 200			
Exterior Accessible Route				
Create lined cross walk where pedestrian pathway crosses through vehicular traffic (smart practice) (CB10)	\$ 500			
Install compliant detectable warning at curb ramps (CB11) & Correct or fill 2" gap at curb ramp (CB12, CB12a)	\$ 12,000			
Exterior Entry Signage				
Mount compliant signage at entrance designating it as accessible	\$ 100			
Exterior Entry Doors				
Exit door leads to stairs, leave as is, infeasible to correct (CB46)	\$ -			
Widen door to 32" for any door indicated & Replace doors with doors having 80" of overhead clearance	COMPLETE	2012		
-Room 1 door needs to be replaced. Main doors were completed in 2012		2012		
Repair, bevel, or ramp CIL's at 5 door entries to max .25" (CB49, CB49a, CB40, CB40a, CB43, CB43a, CB46a, CB46b)	\$ 100,000			
Replace noncompliant threshold at interior doors with ADA compliant thresholds & Fill and maintain gaps at doorways to max .5" (CB50, CB40b, CB47, CB47a)	\$ 17,000			
Inspect, adjust, and maintain 8.5 lbf to open exterior doors	\$ -			
Inspect, adjust, and maintain closing speed on door closers so that doors do not close to 3" faster than 3 seconds when started at 70 degrees	\$ -			
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	\$\$\$\$	Date	Actual Dollars	Notes
Interior Accessible Route and Doors (includes common areas and stairs)				
Relocate storage, furniture, and other obstacles to create 60" maneuvering space around doors, if feasible (CB26, CB37, CB41, CB45)	\$ 1,500			
Leave as is, access to lower level restrooms, correction not technically feasible, and there is no access to the lower level (CB44, CB44a)	\$ -			
Replace doors ones with 32" clear width as noted (CB38, CB38a, CB41, CB41a)	\$ 5,000			
Replace or remount closer at teen room entry to be out of the overhead clearance (CB45, CB45a)	\$ 1,500			
Replace hardware with lever hardware where indicated (CB36a, CB37, CB38b, CB39, CB42, CB48) & Replace hardware on hazardous area doors with knurled hardware	\$ 2,100			
Inspect, adjust, and maintain 5 lbf to open interior doors	\$ -			
Relocate to an accessible facility, upon request, activities conducted in the lower level teen center	\$ -			
Replace drinking fountain with hi-lo bowl (CB31)	\$ 4,500			
Widen exterior stairwell to provide 36" by 48" parking space for emergency egress & Correct riser heights on stairs to consistent height 4" to 7" (CB32, CB32a) & Install compliant handrails on both sides of stairway, mounted 34" to 38" aff with top and bottom extensions (CB32a, CB33, CB33a)	\$ 100,000			
Service Counter				
Lower 36" wide segment of service counter to max 34" aff if counter is an active customer service counter (CB30, CB30a)	COMPLETE	2012	\$ 500	
Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public)				
Relocate obstacles such as tables and chairs to create AR through teen center to access TV viewing area (CB65)	\$ -			
Relocate obstacles such as table to create turning space in massage room (CB54)	\$ -			
Relocate protruding objects in main lobby or place cane detectable warning at foot of suggestion box (CB52, CB52a)	\$ -			03/11/2015

	\$\$\$\$	Date	Actual Dollars	Notes
Remove, or relocate storage in CFS at fixtures and operable parts (CB54, CB64)	\$ 100			
Employee Offices and Spaces				
Employee only areas permit approach, entry, and exit, relocate obstacles such as tables and chairs to create AR and turning space through aquatic manager office and storage and utility closets if feasible (CB57, CB61, CB62, CB55)	\$ -			
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (CB57, CB56, CB56a, CB63, CB63a, CB51, CB51a, CB53, CB53a, CB58, CB58a, CB59)	\$ -			
Restrooms				
Lower mirrors so reflective surface is max 40" aff (CB16, CB16a)	\$ 100			
Replace toilet seat, or re-set or replace toilet to 17" to 19" aff in both (CB24, CB24a)	\$ 225			
Remount rear grab bars to correct placement behind toilet, 12" to one side of center and 24" to the other and 33" to 36" aff in both restroom (CB26)	\$ 300			
Relocate or recess hand dryers to not interfere with general circulation path, protrusions can't exceed 4" (CB28)	COMPLETE	2012	\$ 375	2 replaced
Replace urinal with unit with 13.5" min depth mounted at max 17" to rim having flush controls max 44" aff (CB19, CB19a, CB21)	\$ 1,000			
Leave side grab bar as is and cite it as equivalent facilitation (CB25)	EQUIVALENT FACILITATION			
Replace or adjust men's stall door to be self closing	COMPLETE	2012		
Remount toilet paper dispenser in men's restroom to max 7" to 9" from front of toilet and 15" to 48" aff (CB27, CB27a)	\$ 250			
Reconfigure women's restroom to provide 60" by 56" stall and 42" clearance between door and any obstruction (CB23, CB23a)	Not Feasible Due to Age of Building			
Restrooms are not accessible, acquire and mount compliant signage at restroom directing patrons to accessible restroom on the upper level (CB29, CB29a, CB18, CB18a, CB20, CB20a, CB22, CB22a, CB17, CB17a)	\$ 200			
Kitchen				

	\$\$\$\$	Date	Actual Dollars	Notes
Remove center island to provide 60" maneuvering clearance through the kitchen	\$ 400			
Remove base cabinets to provide knee clearance and lower sink height to max 34" aff (CB13, CB13a)	\$ 7,000			
Lower operating mechanisms in kitchen to max 48" aff to the highest operable part (CB14, CB14a, CB15, CB15a)	\$ 1,500			
In the alternative to the above, leave as is, if employee space only				
Aural and Visual Alarms				
Upon renovation install audible and visual alarms in all rooms and spaces	\$ 6,000			
Directional and Permanent Space Signs				
Create template for signs that addresses height of sign, size of characters, location of Braille, and other requirements (CB69, CB70) & Implement a sign revision program throughout the building, discriminating between directional signs and signs for permanent spaces & Mount compliant signage at all permanent rooms/spaces having Braille and the international symbol of accessibility, mounted at 60" to the middle of the sign and on the latch side of the door (CB67, CB67a, CB68, CB66)	\$ 800			
Lombard Lagoon Building				
Interior Accessible Route and Doors (includes common areas and stairs)				
Janitor closet too small for maneuvering, leave as is (LLB12, LLB12a)				
Lower bowl spout should be max 36" aff, it is 38", leave as is , citing construction tolerance (LLB27, LLB27a)				
Employee Offices and Spaces				
For all other deficits, leave as is , employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (LLB16, LLB18, LLB17, LLB17a, checklist)				
Restrooms				
Side grab bars mounted too far from the back wall, leave as is , citing construction tolerance (LLB21, LLB21a)				

	\$\$\$\$	Date	Actual Dollars	Notes
Madison Meadow				
Transfer System				
Leave as is, descending step, 1.5.2 should correct entry height if fill is added (MM42, MM42a)	\$ -			
Park Site				
SPORTS FIELDS- No AR to <u>Frisbee golf</u> tee boxes, leave as is, as there currently are no standards for Frisbee golf	\$ -			
SPORT COURTS- Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to <u>basketball</u> , in the alternative leave as is and designate other basketball courts in the District as accessible sites (MM66)	\$ 2,500			
PARK- Leave as is, picnic tables and provide appropriate number of accessible tables in the picnic shelter (MM60)	Included in Other Projects			
Other – Shelter and Buildings				
ROOMS- For all other deficits in plumbing leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here	\$ -			
Old Grove Park				
Parking				
Add one van parking sign to one accessible stall & Acquire and mount at appropriate heights and locations accessible parking signs for stall (OG16)	\$ 100			
Exterior Accessible Route				
Install compliant detectable warning at walkways transitions to vehicular ways (OG14)	COMPLETE	2013	\$ 1,750	2 truncated domes
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to park features	\$ 1,500			

	\$\$\$\$	Date	Actual Dollars	Notes
Relocate park and playground signage to be along AR, with level 30" by 48" CFS for viewing	\$ 500			
Playground Designated Entry				
Correct or repair running slope of designated entry to max 5% (OG15, OG15a)	\$ 3,500			
See 1.2.3 above for signage correction (OG11)	\$ 100			
Playground Surface/Accessible Route within				
Repair or correct cross slope of play area accessible surface to max 2% (OG1, OG1a) & fill and compact EWF surface so that it maintains its accessibility characteristics	\$ 1,200			
Transfer System				
Install transfer system on play structure with access to 50% of the EPC's, if feasible	\$ 10,000			
Elevated Play Components				
See 1.5.1 above for corrections to access EPC's	See Transfer System play structure access estimate			
Sand box/Play tables				
Maintain CFS at accessible sand play element and keep AR clear (OG12, OG12a)	\$ -			
Park Site				
See 1.2.2 above for recommendations for access to park features (OG13, OG14)	\$ 15,000			
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (OG2, OG2a, OG3, OG3a, OG4, OG4a, OG9, OG9a) & Lower bench seat to 17" to 19" aff as a smart practice & Acquire and install at least one armrest to 20% of existing benches as a smart practice	\$ 3,000			

	\$\$\$\$	Date	Actual Dollars	Notes
Replace one <u>picnic table</u> with one with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table	\$ 2,500			
Paradise Bay				
Parking				
Consider reconfiguration of accessible stalls to locate closer to entry and avoid requiring pedestrians to cross vehicular way, in the alternative, leave as is with striped crosswalk	Included in Other Projects			
Interior Accessible Route and Doors (includes common areas and stairs)				
Leave as is, plumbing and electrical, technically infeasible to correct (PB15, PB16)	\$ -			
Employee Offices and Spaces				
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (PB31, PB21, PB21a, PB24, PB25, PB25a, PB26, PB26a, PB31b, PB28, PB20, PB20a, PB27, PB27a)	\$ -			
Restrooms				
<i>Recommendations for Single</i>				
Centerline of toilet is 18.75" from wall, should be max 18", leave as is and cite construction tolerance	Construction Tolerance			
Kitchen – Concessions				
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (PB45, PB45a, PB50, PB50a, PB51, PB46, PB46a, PB47, PB47a, PB48, PB48a, PB49, PB49a)	\$ -			
Other – Swimming Pool				
No level landing at sloped entry, leave as is, technically infeasible to correct (PB54)	Technically Infeasible			

	\$\$\$\$	Date	Actual Dollars	Notes
If 1.16.4-1.16.6 is technically infeasible; install pool lift in leisure pool and make it available every hour the pool is open	COMPLETE	2013		
Install a handrail on one wall of the zero depth entry and extend for 24' to 30', with the top of the handrail between 34" and 38" aff	\$ 20,000			
Install a second handrail not less than 33" or more than 38" away from the first wall handrail, 24' to 30' in length and the top being 34" to 38" aff	\$ 20,000			
Southland Park				
Park Site				
Extend AR to <u>ball field</u> player seating area and to spectator seating area (SP12)	\$ 1,000			
Extend AR to <u>soccer</u> player area (SP13)	\$ 15,000			
Replace <u>portable toilet</u> with compliant model and place along AR (SP15)	COMPLETE			
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (SP16) & Acquire and install at least one armrest to 20% of existing benches as a smart practice (SP16)	\$ 7,000			
Replace one <u>picnic table</u> with one with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table (SP14)	\$ 1,000			
Parking				
Consider reconfiguration of accessible stalls to avoid requiring pedestrians to cross vehicular way, in the alternative, leave as is with striped crosswalk (smart practice)	\$ -			
Transfer System				
Consider adding second transfer system as a smart practice				
Splash Park				
Other				
No maneuvering clearance or access aisle on interior of plumbing room, leave as is, infeasible to correct (SP2, SP3)	\$ -			
Leave as is, remaining issues with plumbing room, employee space	\$ -			
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	\$\$\$\$	Date	Actual Dollars	Notes
Park Site				
Correct or repair AR running slope at splash ground entry to max 5%, if not technically feasible leave as is (SP6, SP6a)	\$ 60,000			
Sunset Knoll Park				
Ground Level Play Components				
Lower talk tube play component to within reach range of 18" to 44" for 5 to 12 year old play component (SK22, SK22a)	\$ 500			
Leave as is, other GLPC's as the above correction will meet incentive scoping (SK19)	\$ -			
Park Site				
Widen gated entry to <u>ball field</u> to 42" deep for maneuvering (SK4, SK4a)	\$ 5,000			
Leave as is, <u>sled hill</u> , feature is not developed (SK5)	\$ -			
Site under construction, once complete, assure that an AR extends to one of the fields and spectator areas (SK6)	COMPLETE	2011		
Relocate 20% of <u>garbage cans</u> to be along AR	COMPLETE	2011		
Replace drinking fountain with hi-lo bowl, in the alternative, install a second high bowl fountain and correct AR slope at fountain (SK1, SK1a, SK3, SK3a)	\$ 5,500			
One drinking fountain replaced in 2011				
Replace 20% of the <u>picnic tables</u> with ones with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with 36" AR around tables (SK7, SK8)	COMPLETE	2011		
Sunset Knoll				
Employee Offices and Spaces				

	\$\$\$\$	Date	Actual Dollars	Notes
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (SK51, SK51a, SK68, SK77, SK77a, SK78, SK78a, SK78b, SK95, SK242, SK242a, SK96, SK28, SK41, SK55, SK69, SK67, SK89, SK80, SK87, SK95, SK110, SK111, SK112, SK117, SK114, SK119, SK128, SK127, SK127a, SK59, SK59a, SK60, SK60a, SK61, SK61a, SK62, SK72, SK72a, SK73, SK73a, SK75, SK75a, SK101, SK101a, SK110a, SK113)	\$ -			
Interior Accessible Route and Doors				
DOORS- Leave as is, smaller closets and storage areas, technically infeasible to create maneuvering clearance (SK143, SK149, SK152, SK152a, SK155, SK171, SK196, SK209, SK202)	\$ -			
DOORS- Door leads to stairs, leave as is, technically infeasible to create maneuvering clearance (SK197, SK96)	\$ -			
Public Designated Use Spaces (includes classrooms, meeting rooms, special purpose rooms, and other spaces intended for use by the public)				
Leave as is, CIL in fitness area, not a public access area (SK79)	\$ -			
Restrooms				
SINGLE- Rick's restroom is not accessible, leave as is and acquire and mount compliant signage at restroom directing individuals to accessible restrooms (SK244, SK253, SK253a, SK255)	\$ 100			
Sunset Knoll Maintenance				
Interior Accessible Route and Doors (includes common areas and stairs)				
Sign office door 79", should be 80", leave as is citing construction tolerance (M22, M22a)	\$ 4,000			
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	\$\$\$\$	Date	Actual Dollars	Notes
Restrooms				
Men's mirror at 40.5", should be 40", leave as is citing construction tolerance (M12, M12a)	\$ 100			
Terrace View				
Playground Designated Entry				
Correct or repair running slope of designated entry to max 5% (TVP18, TVP18a)	\$ 10,000			
Acquire and install intended user signage and mount at designated entry as a smart practice	\$ 200			
Playground Surface/Accessible Route within				
Create AR with crushed and compacted stone or similar outdoor material from walkway to swings (TVP14)	\$ 1,500			
Repair or correct running slope of play area accessible surface to max 5% (TVP13, TVP13a) & Fill and compact EWF surface so that it maintains its accessibility characteristics (TVP15, TVP16)	\$ 2,000			
Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$ -			
Transfer System				
Consider adding second transfer system as a smart practice	\$ -			
Correct transfer step riser height to 8" max and uniform (TVP17, TVP17a)	\$ 500			
Ramps				
Inspect ramp segments and adjust or raise segments to achieve ramp slope of max 8.33% (TVP19, TVP19a) & Widen handrail clearance to min 36" (TVP20, TVP20a) & Install compliant handrails along both sides of ramp at 20" to 28" aff (TVP21)	\$ 15,000			
See 1.6.1 above as this should correct the rise of the ramp				
Ground Level Play Components				
If 1.4.1 above is done site will meet incentive scoping				

	\$\$\$\$	Date	Actual Dollars	Notes
Lower the seat, or raise the surface fill level to achieve entry height to bucket swing of 11" to 24" agl (TVP26, TVP26a, TVP26b)	\$ 500			
Park Site				
Relocate 20% of <u>garbage cans</u> to be along AR (TVP8)	\$ 200			
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to one the <u>ball fields</u> player and spectator seating areas (TVP10, TVP10a, TVP10b, TVP11, TVP11a)	\$ 3,500			
No designated area for <u>fishing</u> , if one is developed in the future, create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the designated fishing area (TVP12)	\$ 2,500			
No designated area for <u>boating</u> , if one is developed in the future, create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the designated <u>boating</u> area	\$ -			
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (TVP9)	\$ 8,500			
Replace 20% of the <u>picnic tables</u> with ones with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around tables (TVP8)	\$ 7,000			
Vista Pond - Leased Facility				
Exterior Accessible Route				
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to pond trail	\$ 5,000			
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to GLPC's and remove a portion of the border	\$ 5,000			
Correct or repair walkway cross slope along AR to max 2% (VP1, VP1a) & Correct or repair walkway running slope along AR to max 5% (VP2, VP2a) & Create 60" by 60" passing spaces every 200' along the pond trail (VP3, VP3a)	\$ 10,000			
Playground Designated Entry				
See 1.2.2 for access to GLPC's	\$ -			
Correct slope at transition plate to play structure ramp entry to max 8.33% (VP10, VP10a)	\$ 3,500			
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	\$\$\$\$	Date	Actual Dollars	Notes
Playground Surface/Accessible Route within				
See 1.2.2 above for correction to the playground border	\$ -			
Establish protocols for regular and frequent inspection and maintenance of surface of AR	\$ -			
Transfer System				
See 1.2.2 above for access to transfer system on play structures	\$ -			
Install transfer system on 5 to 12 play structure with access to 50% of the EPC's, if feasible (VP12, VP12a, VP12b)	Not Feasible			
Lower platform on 2 to 5 play structure transfer system to 11" to 18" aff, in the alternative, add and maintain surface fill level to achieve the same	\$ 2,000			
Ramps				
Install compliant handrails along both sides of ramp at 20" to 28" aff (VP11)	\$ 10,000			
Elevated Play Components				
See 1.5.2 above for correction to access to 50% of EPC's	\$ -			
Ground Level Play Components				
See 1.2.2 above for AR to GLPC's	\$ -			
Lower entry point for one bucket and one belt swing to 11" to 24" aff (VP14, VP14a, VP14b, VP15, VP15a, VP15b)	\$ 2,000			
Add three more types of GLPC's such as climbers, spinners or rockers, to meet incentive scoping for 5 to 12 structure	\$ 25,000			
Park Site				
No developed <u>fishing</u> or <u>boating</u> area, leave as is and provide AR when pier or boat launch is provided (VP8, VP9)	\$ 3,500			
Relocate 20% of <u>garbage cans</u> to be along AR	\$ 300			
See 1.2.1 above for corrections to access to the pond trail	\$ -			
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (VP4, VP6) & Acquire and install at least one armrest to 20% of existing benches as a smart practice (VP4, VP6)	\$ 12,500			

	\$\$\$\$	Date	Actual Dollars	Notes
Replace one picnic table with one with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table (VP5, VP7)	\$ 1,500			
Western Acres Golf Course				
Golf Course				
Exterior Entry Doors				
Starter box has no maneuvering clearance due to size, leave as is	\$ -			
Golf Clubhouse				
Employee Offices and Spaces				
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (WAG25, WAG23, WAG26, WAG26a)	\$ -			
Kitchen/Concessions				
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (WAG52, WAG52a, WAG53, WAG54, WAG54a, WAG55, WAG55a)	\$ -			
Maintenance				
Employee Offices and Spaces				
For all other deficits, leave as is, employee work area pursuant to 2010 Standards 106.5 Defined Terms, until an employee with a disability works here (WAM21, WAM21a, WAM22, WAM18, WAM18a)	\$ -			
Westmore Woods				
Playground Designated Entry				
Correct or repair running slope of designated entries to max 5% (WW17, WW17a, WW22, WW22a, WW23, WW23a)	\$ 3,000			
Playground Surface/Accessible Route within				

	\$\$\$\$	Date	Actual Dollars	Notes
Repair or correct running slope of play area accessible surface to max 5% (WW18, WW18a)	\$ 2,000			
Establish protocols for regular and frequent inspection and maintenance of accessible playground surface	\$ -			
Transfer System				
Consider adding second transfer system to each structure as a smart practice	\$ 7,500			
Lower platform on transfer systems on both structures to 11" to 18" aff, in the alternative, add and maintain surface fill level to achieve the same (WW19, WW19a, WW24)	\$ 2,000			
Ground Level Play Components				
Add two more types of GLPC's such as climbers, spinners or rockers, to meet incentive scoping for 2 to 5 structure	\$ 8,000			
Add three more types of GLPC's such as climbers, spinners or rockers, to meet incentive scoping for 5 to 12 structure	\$ 15,000			
Park Site				
Establish protocols for regular and frequent inspection and maintenance of AR to <u>softball field</u> (WW11, WW12, WW12a)	\$ 2,000			
Create AR with crushed and compacted stone or similar outdoor material from parking or sidewalk to the edge of the <u>soccer playing field</u> (WW10, WW10a)	\$ 15,000			
Leave as is, <u>fishing area</u> , not developed (WW16)	\$ -			
Relocate 20% of <u>garbage cans</u> to be along AR (WW11)	\$ 400			
Replace <u>portable toilet</u> with compliant model and place along AR (WW13, WW13a)	\$ -			
Construct firm, stable, and slip resistant pads at least 36" by 48" adjacent to 20% of <u>benches</u> , and locate along an AR (WW14) & Acquire and install at least one armrest to 20% of existing benches as a smart practice (WW14)	\$ 8,000			
Replace one <u>picnic table</u> with one with knee and toe clearance, 19" deep at 27" high and 24" deep at 9" high, with a 36" AR around table (WW15)	\$ 1,500			
Total Cost	\$ 840,175			

	\$\$\$\$	Date	Actual Dollars	Notes
The following facilities have no district option improvements				
Broadview Slough				
Eastview Terrace				
Four Seasons Park-Log Cabin				
Lombard Lagoon				
Sunset Knoll Recreation Center				
Washington Cemetery				

GLOSSARY AND ACRONYMS OF FREQUENTLY USED TERMS

Accounting Procedures - All processes, which discover, record, classify, and summarize financial information to produce financial reports and to provide internal control.

Accounting System - The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.

Accrual Basis - The bases of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flow.

ACH - Stands for Automated Clearing House and used to make payments to accounts payable vendors.

Activity - The smallest unit of budgetary accountability and control for a specific function within the Park District.

ADA - Americans with Disabilities Act, legislation that defines basic accessibility standards for facilities, programs and informational material.

AED - Automated external defibrillators or portable defibrillators, which operate automatically to restore heartbeat are now located at most of the District's facilities.

Appropriation - An authorization granted by the Board of Commissioners to make expenditures and to incur obligations for purposes specified in the Budget and Appropriations Ordinance.

Assessed Valuation - A valuation set upon real estate or other property by the County Assessor and the State as a basis for levying taxes.

Assets - Property owned by the District.

Audit - A methodical examination of utilization of resources. It concludes in a written report of its findings. An audit is a test of management's accounting system to determine the extent to which internal accounting controls are both available and being used.

Audit Report - The report prepared by an auditor covering the audit or investigation made.

Basis of Accounting - A term used when revenues, expenditures, transfers, assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on the cash, modified accrual or the accrual method.

Board of Commissioners - Independent board of seven individuals elected at large by the residents of the Lombard Park District.

Bond - A written promise to pay a specified sum of money (called the face value or principal amount) at a specified date in the future (called the maturity date) together with periodic interest at a specified rate.

Bonded Debt - That portion of indebtedness represented by outstanding bonds.

Budget - A fiscal plan showing estimated expenditures, revenue and service levels for a specific fiscal year. The budget is the primary means by which the expenditure and service levels of the District are controlled.

Budget and Appropriation Ordinance - A legal document adopted by the Board authorizing expenditures.

Budget Calendar - The schedule of key dates or milestones that the District follows in the preparation, adoption and administration of the budget.

Budgetary Control - The level at which management must seek government body approval to amend the budget once it has been approved.

Budget Deficit - For any given year, an excess of budget expenses over budget receipts. The amount of the deficit is the difference between expenses and receipts.

Budgeted Staffing - Total work force expressed as Full-time Equivalent (FTE) positions. The FTE is calculated on 2080 hours. For example, an employee working 40 hours per week for six months, or 960 hours, would be equivalent to .46 of a full-time position.

Budget Surplus - For any given year, an excess of budget receipts over budget expenses. The amount of the surplus is the difference between receipts and expenses.

Capital Assets/Improvements - An acquisition or addition to fixed assets that has a value of \$1,500 or more, and an estimated useful life of greater than five years. General categories commonly used include: land, buildings, building improvements, machinery and equipment and construction in progress.

Capital Budget - A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget, which includes both operating and capital outlays. The capital budget should be based on a capital improvement program (CIP).

Capital Improvement Fund - A fund created to account for financial resources to be used for projects in the Capital Improvement Budget for that fiscal year. No taxes are levied specifically for this fund. Funds are provided primarily by transferring revenue from other funds, donations and grants.

Capital Improvement Program - A long-term plan for capital expenditures to provide physical improvements to be incurred over the next ten years. The plan is reviewed and amended annually.

Capital Outlays - Expenditures for the acquisition of capital assets.

CAPRA – The Commission for Accreditation of Park and Recreation Agencies.

Cash Management - The management of cash necessary to pay for government services while investing temporary cash excesses to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds to achieve the balance of the highest interest and return, liquidity and minimal risk with these temporary cash balances.

Certificate of Deposit - A negotiable or non-negotiable receipt for monies deposited in a bank or other financial institution for a specified period and specified rate of interest.

COD - College of DuPage

Collar Counties - The counties in Illinois contiguous to Cook County: DuPage, Kane, Will, Lake, and McHenry counties.

Committee of the Whole - Board of Commissioners Committee consisting of all the Board members and is chaired by the Board Vice-President. No action may be taken at a Committee of the Whole meeting.

Contingency - An appropriation of funds to cover unforeseen events that occur during the fiscal year.

Contractual Services - The amount budgeted and appropriated for departmental and functional operating services. This includes, but is not limited to, utilities, consultants and outside contractor services, audit fees, printing, insurance, and training.

Corporate Personal Property Replacement Tax - Law enacted in 1979 to replace the corporate personal property tax. It consists of a State income tax on corporations, trusts, partnerships and a tax on the invested capital of public utilities. The tax is collected by the Illinois Department of Revenue and distributed to over 6,000 local governments based on each government's share of Corporate Personal Property tax collections in a base year (1976 in Cook County or 1977 in Downstate Counties).

CPI - Consumer Price Index, a calculation of the average change in prices for goods and services purchased by households which is measured by the Bureau of Labor Statistics in the U.S. Department of Labor. A tax cap or the CPI, whichever is less, limits the annual property tax revenue received by the Park District.

DCEO - Department of Commerce and Economic Opportunity

Debt Service - Payments of interest and principal on an obligation resulting from the issuance of bonds or other long-term debt.

Debt Service Fund - A fund established to account for the accumulation of resources for, the payment of, general long-term debt principal and interest.

Deficit - The excess of the liabilities of a fund over its assets

Department - To meet GASB 34 requirements, certain funds in 2003 were organized by the Department categories as dictated by GASB 34. For example, the IMRF, FICA, Liability, and Audit Funds are now Departments within General Fund.

Depreciation - That portion of the cost of a capital asset that is charged as an expense during a particular period. This is a process of estimating and recording the cost of using up a fixed asset

Designated Fund Balance - A portion of fund balance that represents the amount of real estate taxes recognized as revenue, but not collected.

EAV - Equalized Assessed Valuation, the assessed value multiplied by the State equalization factor minus adjustments for exemptions. Taxes are calculated based on this property value.

Effective Tax Rate - Is a measure of the property tax burden that reflects both the aggregate tax rate and the level of assessment.

Enterprise Fund - A fund that requires accounting for activities like a business where the results indicate income or loss from operations. The Park District had one Enterprise Fund in 2011, Western Acres Golf Course.

Equalization - The application of a uniform percentage increase or decrease to assessed values of various areas or classes of property to bring assessment levels, on average, to a uniform level of market value.

Equalization Factor (multiplier) - The factor that must be applied to local assessments to bring about the percentage increase or decrease that will result in an equalized assessed valuation equal to one-third of the market value of the taxable property in a jurisdiction.

ERI - Early Retirement Incentive which allows a member to purchase up to five years of service credit to qualify sooner for retirement.

Exemption - The removal of property from the tax base. An exemption may be partial, as a homestead exemption, or complete as, for example, a church building used exclusively for religious purposes. Park District properties are tax-exempt.

Expenditures - Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service and capital outlays.

Expense Category - A means of identifying and analyzing the obligations incurred by the District in terms of the nature of the goods or services purchased (e.g., salaries and wages, supplies, contractual services, repairs, capital outlays) regardless of the function involved or purpose of the programs for which they are used.

Extension - The actual dollar amount billed to the property taxpayers of a district. The County Clerk extends all taxes.

FICA - Federal Insurance Contributions Act, used to account for the revenues and expenditures associated with the obligation to make payments to the Social Security Administration for the employer portion of the FICA payroll tax. The revenues are received from a specific property tax levy, which produces an amount sufficient to pay the District's contributions on behalf of the District's employees. Expenditures are limited to payment of the employer portion of the FICA tax for non-enterprise salaries and wages of park district employees.

Fiscal Year - A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

Fixed Assets- Assets of a long-term character that is intended to continue to be held or used, such as land, buildings, and equipment.

Fund - An accounting entity with a self-balancing set of accounts which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Accounting - The accounts of the District are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of a fund are accounted for with separate sets of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund Balance - The excess of the District's assets over its liabilities. A negative fund balance is sometimes called a deficit.

Function - A major administrative division of the District that indicates overall management responsibility for an operation.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

GASB - Governmental Accounting Standards Board, the ultimate authoritative body that sets accounting and financial reporting standards for state and local governments.

General Corporate Fund - The fund used to account for all financial resources except those required to be accounted for in another fund.

GFOA - Government Finance Officers Association, an association of public finance professionals that have played a major role in the development and promotion of GAAP for state and local government since its inception in 1906.

GO Bond - General Obligation Bond, when a government pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (GO) bonds. Sometimes the term is also used to refer to bonds which are to be repaid from taxes and other general revenues.

Goals - Describe specific plans a department or agency has for upcoming and future years to implement Strategic Plan priorities. Goals identify intended end results, but are often ongoing and may not be achieved in one year

Governmental Fund Types - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities, except those accounted for in proprietary and trust funds. Under current GAAP, there are four governmental fund types - general, special revenue, debt service and capital projects.

Grant - A contribution by a government or other organization to support a particular function. Typically, these contributions are made to the system from the state or federal government or from private foundations.

HUD Grant - Housing and Urban Development grant.

IAPD - Illinois Association of Park Districts is a statewide organization of park districts that ensures the quality of life through education, research and advocacy.

IMRF - Illinois Municipal Retirement Fund, state established retirement fund for municipal workers. Both the employee and the District pay into this defined benefit plan.

IPRA - Illinois Parks and Recreation Association is a statewide organization of park and recreation professionals that advocates the lifetime benefits of parks, recreation and conservation.

Inclusion Costs - Expenses associated with the participation of an individual with disabilities in programs.

Income - A term used in proprietary fund type accounting to represent (1) revenues or (2) the excess of revenues over expenses.

Infrastructure - Capital assets such as roads, bridges, and water systems that have a longer life than most capital assets.

Interest Earnings - The earnings from available funds invested during the year in U.S. Treasury Bonds, Certificates of Deposit and other securities as approved in the Board of Park Commissioner's investment policy.

Investments - A security or other asset acquired primarily for the purpose of obtaining income or profit.

IPDGC - Illinois Park District Gymnastics Conference

LC - Lombard Common

LCB - Lombard Community Building

LED - Light-emitting diode is a semiconductor light source

Levy - (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a government.

Liabilities - Debts or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date.

Liability Insurance Department - Is used to account for the revenues and expenditures associated with the Park District's insurance and risk management activities. The revenues are received from a specific property tax levy. This Department is part of the General Fund.

Long Term Debt - Debt with a maturity of more than one year from the original date of issuance.

LPD - Lombard Park District

LTS - Lilac Town Seniors

Maintenance - The upkeep of physical properties in condition for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

Mission - Describes the purpose of a department and how it supports the overall mission of the organization.

MM - Madison Meadows

Modified Accrual Basis - The accrual basis of accounting adapted to the governmental fund type. Under it, revenues are recognized when they become both "measurable" and "available to finance expenditures of the current." Expenditures are recognized when the related fund liability is incurred. All governmental funds are accounted for using the modified accrual basis of accounting.

Museum Department - Is used for revenues and expenditures needed for the cooperative programming agreement with Elmhurst Art Museum and a portion of the Museum/Conservatory operations in Wilder Park. This Department is part of the Recreation Fund.

MWP - Moran Water Park

NEDSRA - Northeast DuPage Special Recreation Association which is an organization consisting of members whose function is to provide recreation services for individuals with disabilities. The Park District is a contributing member NEDSRA.

Net Income - Proprietary fund excess of operating revenues, non-operating revenues, and operating transfers-in over operating expenses, nonoperating expenses, and operating transfers-out.

Non-Referendum Bonds - General Obligation Bonds that can be issued without a referendum based on outstanding debt service extensions when the tax cap went into effect.

NPRA - National Parks and Recreation Association is an organization of citizen boards and professionals interested in the parks and recreation operations in the United States.

NSF - Non-sufficient Funds

Objectives - Objectives are intended to address either a new service or project, or a significant change in focus or priority in response to a special community need or effort to improve services. Objectives are linked to Strategic Plan goals and accomplished in specific well-defined and measurable terms within a specific time frame.

Operating Budget - A financial plan outlining estimated revenues and expenditures and other information for a specified period excluding capital plan revenues and expenses (usually a fiscal year).

Operating Expenses - Fund expenses that are directly related to the fund's primary service activities.

Operating Funds - Resources derived from recurring revenue sources are used to finance ongoing operating expenditures.

Ordinance - A formal legislative enactment by the governing board of the Park District.

OSLAD - Open Space Lands Acquisition and Development program that is supported by the State of Illinois.

Paving & Lighting Department - Is used for the purpose of constructing, maintaining and lighting streets/roadways within the areas maintained by the District. This Department is part of the Capital Improvement Fund.

PBW - Paradise Bay Water Park

PDRMA - Park District Risk Management Agency, an agency that administers a joint risk management pool for government entities. The Park District is a member of PDRMA.

Per Capita - A unit of measure that indicates the amount of some quantity per person in the Park District.

Performance Measures - Indication of levels of activity, results of operations or outcomes of operations.

Program - An instructional or functional activity.

Property Tax Revenue - Revenue from a tax levied on the equalized assessed value of real property.

Proprietary Fund Types - The classification used to account for a District's ongoing organizations and activities similar to those often found in the private sector (i.e., enterprise and internal services funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position. However, where the GASB has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

PTLL - Property Tax Extension Limitation Law, In July 1991, the Illinois General Assembly enacted the Property Tax Limitation Act. In January 1994, the provisions of the Property Tax Limitation Act were replaced by the Property Tax Extension Limitation Law, part of the Property Tax Code (the "Property Tax Limitation Law"). This Act limits the increase in property tax extensions to 5% or the percent increase in the national Consumer Price Index (CPI), whichever is less. The Act became effective October 1, 1991, and first applied to the 1991 levy year for taxes payable in 1992. Increases above 5% or the CPI must be approved by the voters in a referendum.

Public Act 87-17 - The Property Tax Extension Limitation Law that imposed tax caps in Illinois counties, non-home rule municipalities, and special districts such as park and school districts.

Public Hearing - The portions of open meetings held to present evidence and provide information on both sides of an issue.

Receipts - Cash received.

Recreation Fund - Is used for establishing and accounting recreational programs such as sports and fitness, visual and performing arts, youth and adult general interest, camps, teens, preschoolers, seniors and aquatics (excluding enterprise fund programs).

Reserved Fund Balance - The fund balance that is not available for appropriation or is legally segregated for a special future use.

Resources - Total amounts available for appropriation including estimated revenues and beginning fund balances.

Revenue - Funds that the government receives or earns. Examples of revenue sources include taxes, sponsorships, advertising, program fees, receipts from other governments, grants, shared revenues and interest income.

Revenue Bonds - Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance, typically net income derived from the operation of the project or projects they finance.

Revenue Estimate - A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically, a future fiscal year.

Salaries and Benefits - The amount budgeted and appropriated for salaries, wages, health premiums, and fringe benefits.

SK - Sunset Knoll is a park located at 820 S. Finley.

SKRC - Sunset Knoll Recreation Center is the recreation center where the majority of recreational programs are scheduled and is located at 820 S. Finley.

Source of Revenue - Revenues are classified according to their source or point of origin (see Revenue).

Special Revenue Funds - These funds are used to account for proceeds from specific revenue sources (other than capital projects) that are legally restricted to expenditures for specified purposes. Funds included in this fund category are Recreation, Illinois Municipal Retirement, Social Security, Liability Insurance, Public Audit and Special Recreation.

Strategic Plan - Long-range planning tool updated every five years and developed through a community planning process. It provides direction regarding the agency's main focus and activities.

Supplemental Appropriations - Appropriations made by the Board of Commissioners, after an initial appropriation, to permit expenditures beyond the original estimates.

Supplies - The amount budgeted and appropriated for departmental and functional operating supplies. This includes office supplies, building, ground, equipment and vehicle maintenance supplies and other operating supplies.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. The term does not include charges for services rendered only to those paying such charges such as membership charges.

Tax Base - The total value of all taxable real and personal property in the District as of January 1 of each year. The tax base represents net value after all exemptions.

Tax Cap - An abbreviated way of referring to the tax increase limitations imposed by the Property Tax Extension Limitation Law (P. A. 87-17).

Tax Levy - The total amounts to be raised by property taxes for purposes specified in the Tax Levy Ordinance.

Tax Rate - The amount of tax levied for each \$100 of assessed valuation.

Tax Rate Limit - The maximum tax rate that a county clerk can extend for a particular levy. Not all tax levies have a tax rate limit. Some levies are unlimited as to rate.

TIF - Tax Increment Financing

Transmittal Letter - The opening section of the budget which provides the Board of Park Commissioners and the public with a general summary of the most important aspects of the budget and the views and recommendations of the Executive Director.

Truth in Taxation Act - Provides taxpayers with the means to check and review local government spending. It requires the District Board to publish a notice and hold a public hearing on their intention to adopt a levy exceeding the property taxes extended for the previous year by more than five percent.

Undesignated Fund Balance - The balance of net financial resources that is expendable or available for appropriation.

User Fee - The payment of a fee for direct receipt of a service by the party benefiting from the service.

WAGC - Western Acres Golf Course

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Statistical Section

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Lombard Park District

Statistic Table Descriptions

Information in this section is presented chronologically for the last complete fiscal year and the nine fiscal years preceding it. Park District staff uses this information to measure performance, monitor trends and assist in determining the focus for resource disbursement.

Table 1 Capital Asset Statistics by Function/Program

Graph shows the amount of acreage owned by the Park District and the quantity of recreational amenities.

Table 2 Government Employees by Function/Program

The amount of full time and full time equivalent employees are detailed. Full time equivalent is based on the total number of hours worked based on 2080 hours in a fiscal year.

Table 3 Recreation Participation

Program information is displayed by annual participation within all recreation programs.

Table 4 Pool Admissions & Total Visits

Attendance figures are based on total admissions and total visits. Total Admissions are pass users and daily paid attendees. Total visits includes special event participants, swim team, swim lessons and rental groups. Increases and decreases in attendance are mostly weather related. In addition the Park District build a new facility, Paradise Bay Water Park, in 2009 which replaced a 53 year old pool.

Table 5 Western Acres Golf Course Total Rounds

Rounds are displayed by annual rounds. A round is considered one play of the District's 9 holes.

Table 6 Demographic and Economic Statistics

Demographic and Economic Statistics provide a broad spectrum of information from a variety of sources in one location.

Table 7 Area Park District Comparison

Several area park districts were selected based on proximity, size, EAV and tax proceeds to provide comparative data. Budget and tax information is presented per capita.

Lombard Park District
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
<u>Function/Program</u>											
Parks and Recreation											
Acreage	458	458	458	458	457	457	457	457	457	457	457
Playgrounds	17	17	17	17	16	16	15	15	12	12	14
Basketball courts	7	7	7	7	5	5	5	5	5	6	6
Baseball/softball diamonds	22	22	22	22	22	22	22	22	22	22	22
Soccer/football fields	16	16	16	16	14	14	14	14	14	14	14
Community centers	4	4	4	4	4	4	4	4	4	4	4
Aquatic Center	1	1	1	1	1	1		1	1	1	1

Source: Park District Records

Lombard Park District
Government Employees by Function/Program
Last Ten Fiscal Years

		<u>Full Time Employees as of December 31st</u>									
		<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
<u>Function/Program</u>											
Parks and Recreation											
Administration		8	7	7	7	7	7	7	7	6	6
Recreation		10	10	10	10	10	10	10	10	11	11
Golf Course		1	1	1	1	1	1	2	2	2	2
Maintenance		<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>12</u>	<u>14</u>
Total Full Time		<u><u>32</u></u>	<u><u>31</u></u>	<u><u>31</u></u>	<u><u>31</u></u>	<u><u>31</u></u>	<u><u>31</u></u>	<u><u>32</u></u>	<u><u>32</u></u>	<u><u>31</u></u>	<u><u>33</u></u>
		<u>Full Time Equivalent Employees as of December 31st</u>									
		<u>2015*</u>	<u>2014*</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
Parks and Recreation											
Administration		1.0	1.0	0.5	0.5						
Recreation		23.5	22.5	24.5	21.0						
Golf Course		5.5	5.0	5.0	5.5						
Maintenance		<u>13.0</u>	<u>13.0</u>	<u>12.5</u>	<u>13.0</u>						
Total Full Time Equivalent		<u><u>43.0</u></u>	<u><u>41.5</u></u>	<u><u>42.5</u></u>	<u><u>40.0</u></u>						
Total		<u><u>75</u></u>	<u><u>72.5</u></u>	<u><u>73.5</u></u>	<u><u>71</u></u>	73	77	83	68	76	77

Source: Lombard Park Districts Human Resource Department

Full Time Equivalent Employees are based on the total number of hours worked divided by 2,080 hours which a full time employee will work during a year. FTE by department is not available prior to 2011.

Hours as of December 2014.

*The 2015 Budget is based on these estimates. The reason for a slight increase in Full Time Equivalent Employees is due to hiring of additional staff for marketing per the District's Master Plan, keeping a second staff member year round at the golf course and the potential of new programs being administered in the Recreation Department.

Lombard Park District

Recreation Participation

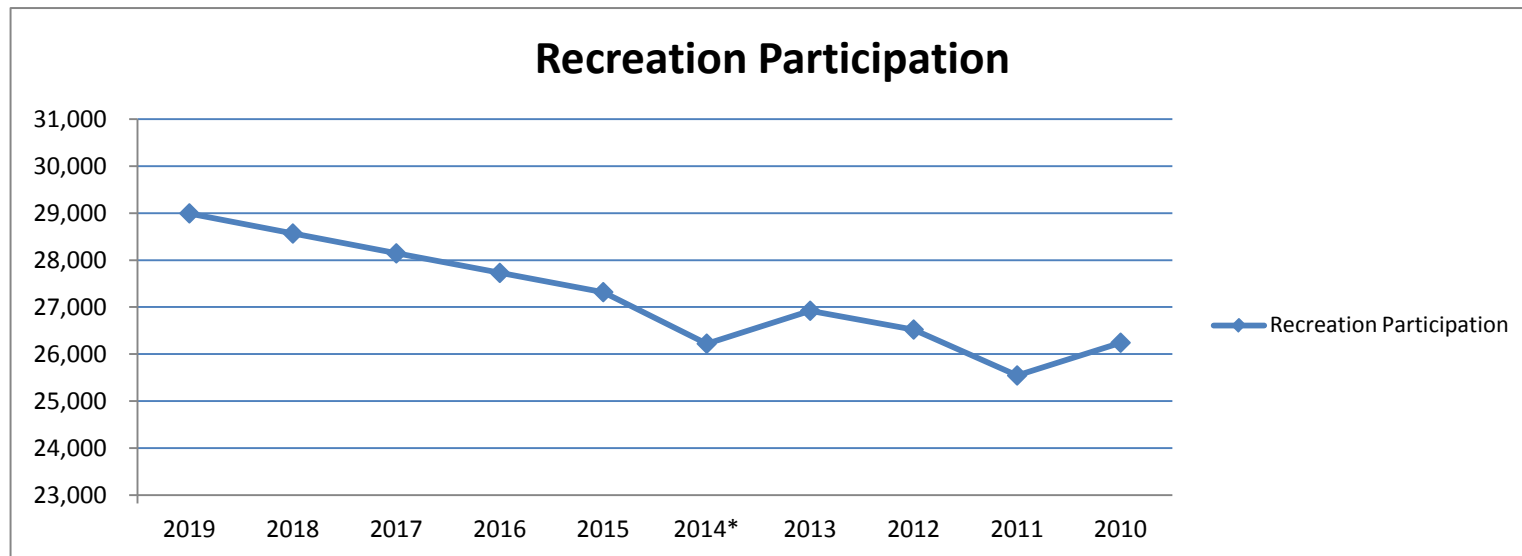
Last Five Fiscal Years and Forecasted Five Fiscal Years

2019	2018	2017	2016	2015	2014*	2013	2012	2011	2010
28,994	28,566	28,144	27,728	27,318	26,222	26,922	26,522	25,545	26,242

*2014 Participation as of December 31, 2014

2015-2019 Estimated Participation is based on historical data and trends

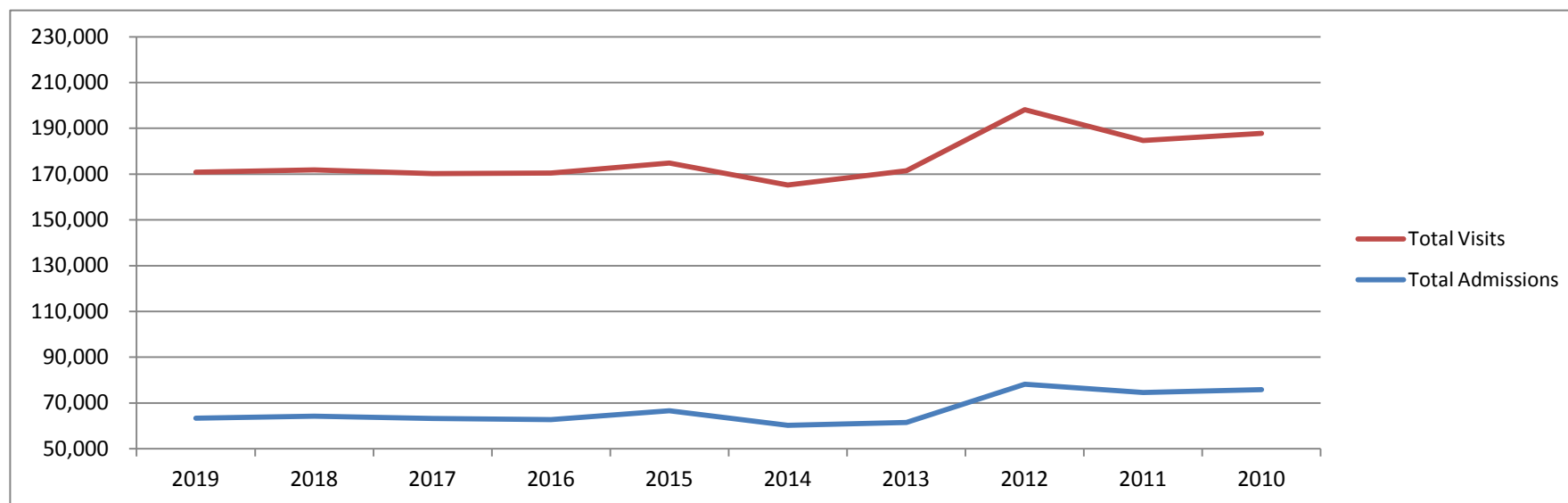
Source: Park District Records



Lombard Park District
Pool Admissions & Total Visits
Last Five Fiscal Years and Forecasted Five Fiscal Years

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Total Admissions	63,414	64,221	63,231	62,792	66,640	60,260	61,475	78,186	74,627	75,776
Total Visits	107,427	107,607	106,956	107,717	108,150	105,000	110,000	120,000	110,000	112,000

Source: Park District Records



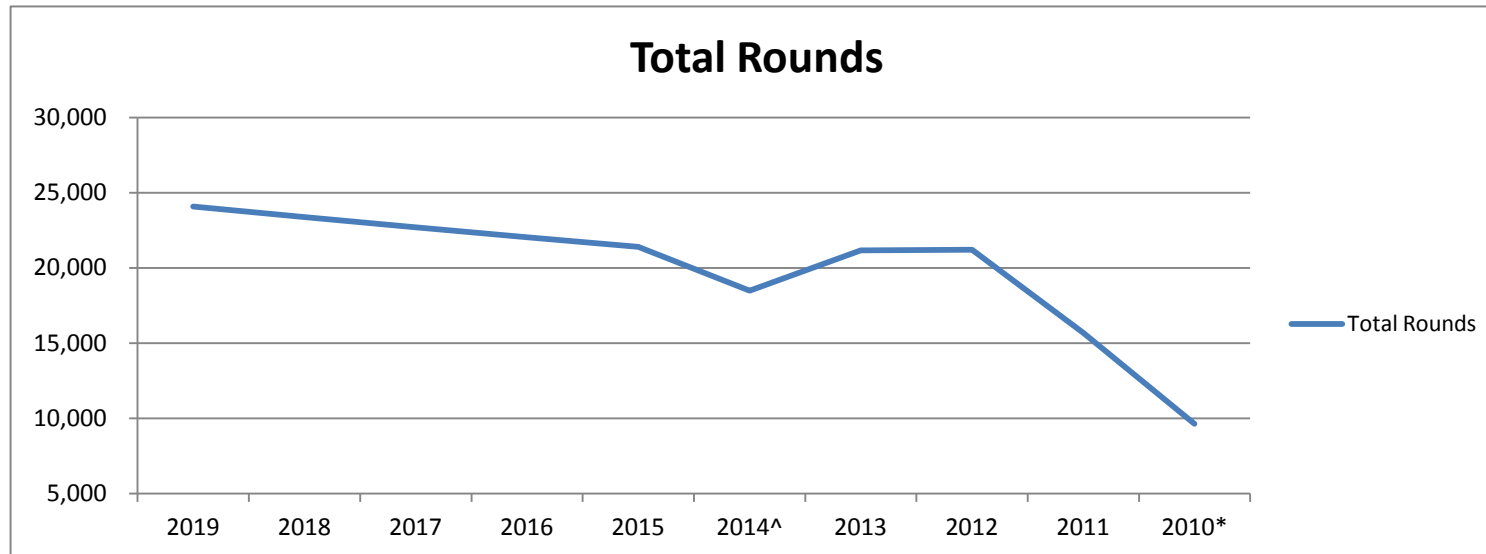
Lombard Park District
Western Acres Golf Course Total Rounds
Last Five Fiscal Years and Forecasted Five Fiscal Years

<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014^</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010*</u>
24,087	23,385	22,704	22,043	21,401	18,481	21,174	21,209	15,676	9,627

^Rounds through December 31, 2014.

*Golf course closed on July 24, 2010 due to severe turf damage resulting from three floods.

Source: Park District Records

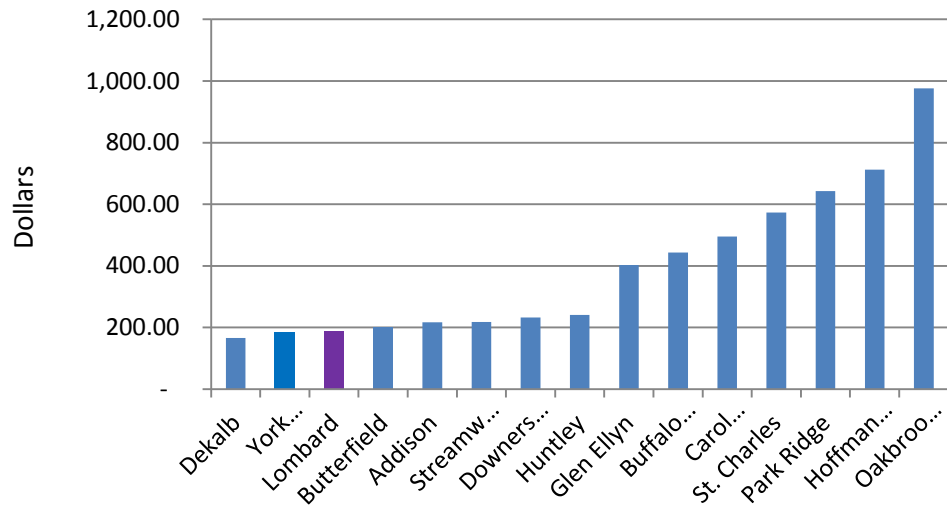


Lombard Park District
Demographic and Economic Statistics
Last Ten Fiscal Years

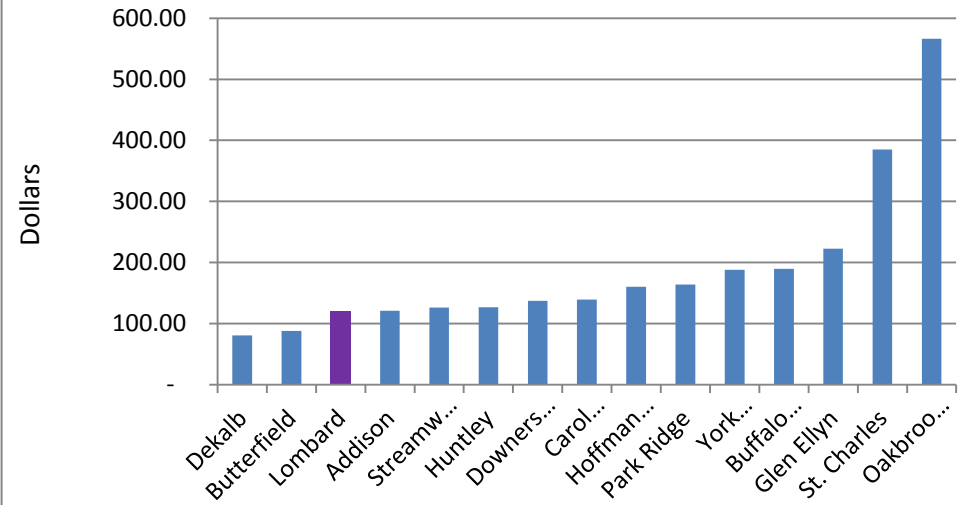
<u>Year</u>	<u>Population</u>	<u>Personal Income (thousand of dollars)</u>	<u>Per Capita Personal Income</u>	<u>Median Age</u>	<u>Education Level in Years of Schooling</u>	<u>School Enrollment</u>	<u>Unemployment Rate</u>
2013	43,395	1,649,923	38,021	39.1	13.2	7,009	7.8%
2012	43,395	1,649,923	38,021	39.1	13.2	6,443	8.5%
2011	43,165	1,649,923	38,224	40.9	13.2	6,434	8.7%
2010	43,894	1,649,923	37,589	36.7	13.2	5,703	9.5%
2009	43,894	1,649,923	37,589	36.7	13.2	5,750	8.9%
2008	43,894	1,649,923	37,589	36.7	13.2	5,739	5.3%
2007	43,894	1,649,923	37,589	36.7	13.2	5,708	4.2%
2006	43,894	1,649,923	37,589	36.7	13.2	5,688	3.6%
2005	42,322	1,649,923	38,945	36.7	13.2	5,732	5.4%
2004	42,322	1,575,733	37,232	36.7	13.2	5,729	5.5%
2003	42,322	1,519,360	35,900	36.7	13.2	5,840	6.2%

Sources: Bureau of Census, Annual School Census District 44 and Glenbard East High School and the Village of Lombard.

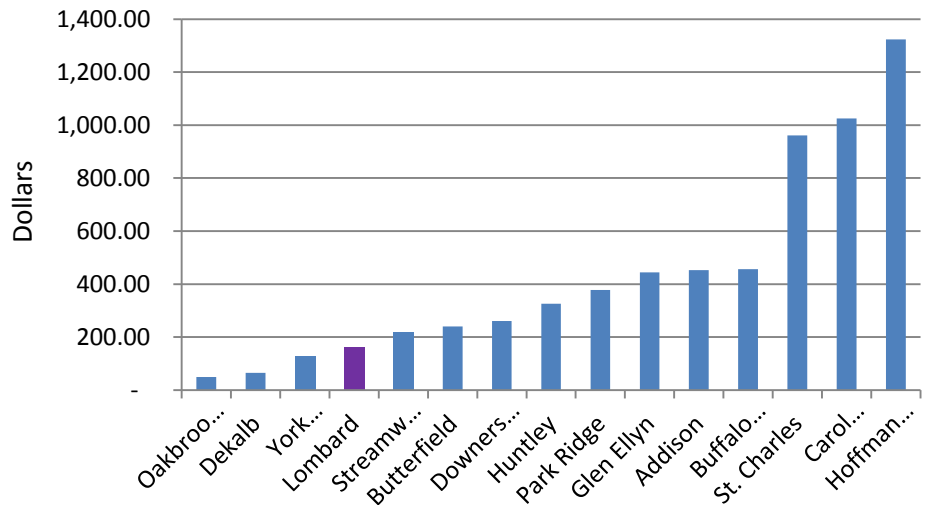
Budget Expense per Capita



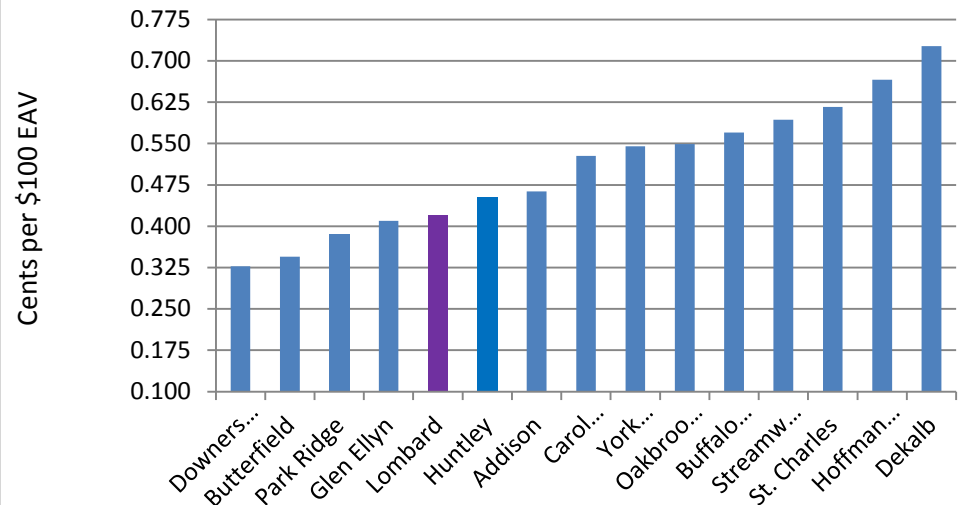
Tax Proceeds per Capita



Indebtedness per Capita



Tax Rate



	Goals & Objectives	December	Status Update
1	Give the website an overhaul by adding more of a social media presence. Add additional calls to action such as “register here” icons on program marketing on the homepage. Develop an “I want to” menu with popular links such as register for a program, apply for a job, volunteer, etc. (1/14)	Ongoing	The new website will be launched on Sunday, July 20.
2	Offer Curriculum Night on a Thursday evening to highlight the Junior to Senior Kiddie Campus progression. (1/14)	Complete	Curriculum Night was held Thursday, January 23. Staff answered questions pertaining to the Kiddie Campus curriculum, walked the parents through a typical day in preschool and explained the Junior to Senior Kiddie Campus progression. Junior and Senior Kiddie Campus activities were on display. Ten families attended.
3	In an effort to work with our diverse population, Kiddie Campus will offer Family Fun Nights in February and November to promote family socialization. (2/14)	Complete	Family Fun night was offered on Wednesday, February 5 with 100 participants in attendance.
4	Plan and incorporate a new procedure for Annual Egg Hunt that is easier and safer for younger children. (2/14)	Complete	There was a 0-3 yr olds area where parents can help, a 3-4 year olds section and a 5-10 age group section. Eggs were place a couple feet away from the starting line in all hunts.
5	Research CAPRA and evaluate if the District should proceed with this accreditation. (2/14)	Complete	Staff is in the process of discussing the CAPRA program with other agencies that recently completed the task. In addition staff attended a session at NRPA to review the CAPRA Program. Finally, monies have been placed in the 2015 Budget to complete the CAPRA.
6	Develop a “cloud” based system to improve the sharing of District files with staff and commissioners. (2/14)	Complete	Staff implemented the use of Dropbox for sharing files with staff and commissioners.
7	Develop a “Tour of Parks” brochure, feature on the website and highlight in the guide. (2/14)	Complete	This is included with the new website and separate brochure has been created.
8	In an effort to accommodate more spectators and shorten the duration of the dance show, investigate holding two show times on the same day. (2/14)	Complete	The dance show was held on February 22 with two show times of 11am and 2pm.
9	In an effort to continue to provide quality service to participant in the Fitness Center and Fitness programs, purchase/replace one aging piece of cardio equipment at a cost not to exceed \$5,000. (2/14)	Complete	The District received the new piece of cardio equipment, a NuStep, on April 18. The NuStep is fully accessible to all patrons and has been put into place in the fitness room.

	Goals & Objectives	December	Status Update
10	Revamp tour day for Kiddie Campus preschool to include a set day of tours and then add tours by appointment throughout January and the first week of February. (3/14)	Complete	Tour Day was offered on Wednesday, January 15. Tours were ongoing from 1:00-5:00 p.m. In addition, tours were conducted by appointment January through February. Eight families attended on January 15. An additional seven families toured by appointment.
11	Plan and implement new programs such as a Junior Golf Academy, Turkey Shoot, Fall Scramble and Glow Ball Scramble at Western Acres Golf Course for youth and adults. (3/14)	Complete	There are three scheduled camps beginning June 16, July 14 and August 11. Sticks for Kids Golf Camp, Turkey Shoot and Glowball Scramble had 18 participants.
12	Continue to add resources such as coaching tips, sport specific trainings/drills and available items in the coach's library to the Coaches' Corner section of the Park District Athletics website. (3/14)	Complete	Several items have been added for soccer season including coach manuals, and a concussion awareness brochure.
13	Work with staff and contractors to complete the addition of two office spaces (\$25,000) at the Administration Office which includes the changing of the furnaces and air conditioner units (\$50,000) to properly control the heat and air condition in each office. Relocate the current kitchen area and replace the current hall carpeting with tile (\$12,000). (3/14)	Complete	The office and tile work have been completed and the HVAC system repairs are in progress. This is anticipated to be completed in January 2015
14	Research US Communities – Government Purchasing Alliance to determine if it may be good resource for purchasing items that are competitively bid throughout the U.S. (3/14)	Complete	Currently there are three staff members registered to participate in this program. Staff will continue to reference US Communities to determine when it may be beneficial to purchase items through this resource.
15	Update all trainings and review training schedules throughout the District to ensure all departments are getting the necessary and appropriate trainings. In addition, continue to use available resources such as PDRMA's online trainings in order to maximize the learning opportunities. (3/14)	Complete	A training schedule has been created and all departments have been completing monthly trainings.

	Goals & Objectives	December	Status Update
16	Strive to increase the Fitness program participation by 3% with the intent to increase the number of participants in each class and continue to offer new and innovative classes each brochure starting in the spring. (4/14)	Complete	An intro to Bokwa group fitness class was offered on February 15 and 21. In addition, the new fitness classes that began in March include Tabata Plus, Light Weight SRS, Cardio Sculpt, Zumba Gold, 20/20/20, Pilates Mat, Ageless Grace and Ageless Grace Parent/Child. New fall programs include: Zumba Step, Strength 2B Fit, Begin 2B Fit and Let's Walk-Gentle. Staff worked to increase fitness participation with the addition of over 16 new classes/programs, hiring of five new instructors and the return of 1 very popular instructor. At the end of 2014 fitness is down just under 8% from the participation numbers of 2013.
17	Evaluate current Youth Athletics programs and offer new programs on a quarterly basis. (4/14)	Complete	In the winter, new programs offered included Bowling Lessons at Fox Bowl; and several SportsKids Tot classes such as Sports, Art, & Music Camp, and Adult/Child Tennis & Golf. New spring programs included Spring Youth Basketball League, Speed & Agility Part 1, and Pee Wee Hoopsters and Headers. New summer programs include Chicago Bears Football Camp, Glenbard Boys Lacrosse Camp, UK International Soccer Camps, Family Open Gym, Rams Girls Track, and several SportsKids tot classes including Frisbee Games Camp, Pee Wee Olympics, and Adult & Tot Sports Stop. New fall programs include: Chicago Fire Imaginarium Soccer Class, Pee Wee Floor Hockey, Cheer Tumbling.
18	Finalize RecTrac training with staff on current process and how to better use the system to improve daily operations. (4/14)	Complete	Staff trained on all current RecTrac processes. Improvements will be made as needed.
19	Work with Lombard Spectator to write a quarterly column about the District. (4/14)	Complete	The first quarterly column was submitted for March which featured the importance of fitness and health. The second column was submitted in May and included the importance of play and playgrounds as well as the Districts project with Kids Around the World. The third column was in December in regards to Jinglebell Jubilee.

	Goals & Objectives	December	Status Update
20	In an effort to increase customer usage and satisfaction, continue to expand the Fitness Challenge Program for personal participation and add one new special event or program to the Fitness Center programming. (4/14)	Complete	Offered incentive program during the Winter session with five participants.
21	Implement a Science Camp or Class that would be held at Sunset Knoll Recreation Center. Staff will reach out to other park districts to find an instructor and then perform the appropriate marketing for a new program. (4/14)	Complete	Staff has researched and reached out to science teachers/contractual organizations and found that science is not a popular program for park districts.
22	Incorporate new activities at Teen Dances based on research and current trends within the junior high schools and promote these changes through the school system. (4/14)	Complete	sweethearts in nagleen bottle, Halloween: who can do the best zombie walk, new activities will be planned for spring fling April 25.
23	Implement new fine art programs each brochure by researching current trends and offering these programs. (4/14)	Complete	Expressive Artists was offered and did not run. Additional art camp was offered for summer with different activities. New fall programs include: Let's Get Cozy, Wear Your Artwork, Decorate Your Own Trick or Treat Bag, I Am Thankful For Corkboard, Happy Walli-days, Your Time To Shine, Fabric Painting With Fruits & Vegetables, Upcycled Christmas Tree, Upcycled Book Page Wreath.
24	Implement a new early childhood special event such as a “Mommy and Me Tea Party” and/or Mother Daughter Fashion Show. (4/14)	Complete	Mommy & Me Tea Party was offered April 5 with 52 participants. A fashion show was incorporated into the event.
25	Work with Glenbard East to implement new girl’s softball clinic instruction. (4/14)	Complete	Toni Benigno, a Glenbard East softball coach, conducted winter softball clinics. In addition, 13 participants took part in clinics that were scheduled for Sundays in March.
26	Develop additional programs or activity that utilizes the Turf Field at Glenbard East High School during the summer. (4/14)	Complete	The District is partnering with the Glenbard Lacrosse Club to offer a Summer Lacrosse Camp for ages 8-15. The camp will take place from June 18 – July 30. Also, a new Girls Track Rams Camp will be offered from June 17-July 24.
27	Continue to implement the 2014 Marketing Plan with a goal to increase rounds and leagues by 2% and tournaments and lessons by 5%. In addition, provide the Board with quarterly updates on the progress of the Marketing Plan. (4/14)	Complete	Staff has provided a quarterly update at the April and August Regular Board Meeting. Rounds were down nearly 2,700 due to the poor weather in the area this summer.
28	Enhance the natural areas on the course by planting additional wild flowers and controlling the weeds in these areas. (4/14)	Complete	Natural areas were mowed in the Spring for better weed control and staff will allow these areas to grow back. These areas were sprayed in July in order to control weeds.

	Goals & Objectives	December	Status Update
29	Increase the green speed by topdressing four times during the season. (4/14)	Complete	The first topdressing took place on April 18, June 25, July 23 and August 21.
30	Enhance the appearance of the clubhouse by purchasing new carpeting (\$7,000). (4/14)	Complete	Carpeting was replaced in March.
31	Evaluate the use of iPads within the Parks Department. (4/12)	Complete	An iPad has been purchased. Staff has budgeted for use of a inspection software in 2015
32	Make a new sign for the Coach House that Shows all memorial at Lilacia Park (\$2,000). (4/14)	Complete	The sign was completed and installed prior to Lilac Time 2014 on the outside of the Coach House.
33	Collect testimonials from patrons at special events and through surveys and use them on marketing materials. (5/14)	Complete	A testimonials question was added to all surveys that are sent via Survey Monkey through RecTrac beginning in early summer. They will begin to be used with upcoming marketing.
34	Increase Teen Camp participation through marketing to Teen Dance participants and visiting local schools. Also, include teen trips within the fee of Teen Camp. (5/14)	Complete	Visited Glen Westlake with flyers. Teen Trips are included with fee for summer camp. Enrollment for Teen Summer Camp was 23 teens for 2014 compared to seven in 2013.
35	Develop and implement a new program for Senior Camp for campers 10 and up. (5/14)	Complete	Senior Camp will be held at the Lombard Community Building and staff is developing the program plan for each day.
36	Utilize the Early Childhood Environment Rating Scale (ECERS) to improve the Kiddie Campus Preschool Program and prepare for future changes in the Illinois State Preschool requirements. (5/14)	Complete	Kiddie Campus staff used the Early Childhood Environment Rating Scale to evaluate classrooms #1, #3, and #5. Notation s were made for areas of strength and areas in need of improvement. Staff will take this information and make the necessary improvements.
37	Complete the following projects at Paradise Bay: rebuild turbine pump (\$8,500), replace the flexible acid lines (\$5,500), re-caulk the pool decks (\$10,555), conduct repairs on slide plumbing and line screens (\$4,300) and replace probes for controllers (\$2,200). (5/14)	Complete	The acid lines were replaced in March, pool decks were re-caulked in May, the slide plumbing repairs took place in May ad did the replacement of the probes for controls. One turbine pump was rebuilt and there is a need to rebuild one more which will be part of the 2015 Budget.
38	Construction of two dog parks, one of which is a carryover from 2013 (\$40,000). (5/14)	Complete	Carried over to 2015 Budget
39	Replace plastic windows at the Lagoon with glass windows (\$15,000). (5/14)	Complete	

	Goals & Objectives	December	Status Update
40	Install Phase I (\$20,000) and Phase II (\$25,000) of a sound/light system in Lilacia Park. (5/14)	Complete	Phase I and II have been completed and will be fully functional for the 2014 holiday lighting.
41	Replace the Madison Meadow playground which will be delivered in February. This will include the removal of the existing playground by Kids Around the Word, which will refurbish the playground and have it installed in a different country. (5/14)	Complete	A ribbon cutting took place on July 15 to open the new playground.
42	Replace the electronic controls for the splash pad (\$4,500) and irrigation controls for the well/irrigation system (\$4,200) at Sunset Knoll. (5/14)	Complete	The electronic controls were replaced. Irrigation controls were installed.
43	Complete the Lilacia Park Memorial Tree program which includes inventory and GIS locations in Lilacia Park and new sign which will be upgradable to include all known Memorial Tree locations. (5/14)	Complete	GIS locations have been finished and staff installed the sign on the outside of the Coach House.
44	In an effort to maintain accurate records and control concession stock at Calypso Café and WAGC, work with finance staff to assist with the inventory controls. (5/14)	Complete	Spot audits continue to take place as well as a thorough inventory of all products at Paradise Bay. All audits have been successful and have helped to identify training topics for staff and ways to improve process. Staff from the Administration and Recreation Departments worked to establish procedures for updating inventory on a timely basis. All procedures will be refined in 2015.
45	Provide an additional training to Early Childhood summer season staff to include use of equipment, sanitation, clean-up, playground and sandbox inspection and allergy training. (6/14)	Complete	Safety training for Early Childhood summer staff was completed on June 3.
46	Updated the brochure title and program descriptions to be more marketable including features, attributes and benefits. Include a hook in the description. (6/14)	Complete	The program brochure titles and write-ups continue to be re-written. Many of the descriptions have been cut in length but value has been added.
47	In an effort to continue to provide quality service to visitors at Paradise Bay, purchase one misting palm tree to be placed out front to provide heat relief for those waiting to enter the facility at a cost not to exceed \$2,345). (6/14)	Complete	Staff determined that this was not necessary.
48	Install an ADA accessible concrete CXT washroom building to replace the current wooden structure at Four Seasons (\$100,000). (6/14)	2015	The CXT Building was ordered and is scheduled for installation is estimated to be late January or early February.

	Goals & Objectives	December	Status Update
49	Increase native plants and grasses in the pond overflow area to improve the appearance during the spring and summer months at Westmore Woods. (6/14)	2015	Hitchcock Design Group is working on a proposal for this area of Westmore Woods.
50	Secure \$4,000 in sponsorship and advertising by soliciting corporations, hospitals and local businesses. (6/14)	Complete	Secured \$600 for Fall Fest plus additional trade sponsorship for two bounce houses, secured \$800 for JingleBell Jubilee. Designed and printed oversized advertise with us postcards to highlight our brochure advertising program. These cards were passed out to businesses at the Lombard Chamber Business Expo. Follow up calls were made. Additional cards were sent to Dupage Medical Group, Safari Land, Cascade Mountain, Wilmot Mountain, Grand Geneva, and Lexington Square in Lombard. Follow up calls have been made. Rate information was sent to Lombard Veterinary Hospital.
51	Increase Enrollment for youth Art Camp by offering an additional session in the summer. Staff will market and promote the Art Camp through items such as Activity Guide and Just for Kids Newsletter. (8/14)	Complete	Two sessions of art camp were offered this summer. Combined participation was 45 participants.
52	Research and possibly implement a punch card system for Teen Dances. (8/14)	Complete	Staff has received negative feedback from parents and teens regarding use of the punch card for teen dances.
53	In an effort to build community awareness, staff will offer a Kiddie Campus Day at Sunset Knoll. (8/14)	Complete	Kiddie Campus Day at Sunset Knoll splashpad was held on Wednesday, July 16. The event included pin the fin on the dolphin, dot painting, scratch art, games, raffles and temporary tattoos. Approximately 55 people attended.
54	Incorporate the Parents as Reading Teachers Nightly Encouraging Reading Success (PARTNERS) into the Senior Kiddie Campus classes for the 2014/2015 school year. (8/14)	Complete	Preschool Coordinator Anderson met with Diana Brannon, Education Professor at Elmhurst College on Monday, July 14 to plan the PARTNERS (Parents As Reading Teachers Nightly Encouraging Reading Success) Reading Program for the Senior Kiddie Campus participants. New book titles have been ordered and the program will begin at the end of September. Junior Kiddie Campus participants will use the books from 2013.
55	Strive to provide new and innovative aquatic sports programs and one new special event at Paradise Bay to enhance the experience of all age groups and interest visiting the facility. (9/14)	Complete	Drop in Volleyball and Basketball were offered with no interest from the public. Lunch with the Lifeguards and Customer Appreciation Day were successful new events.

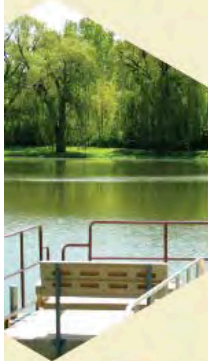
	Goals & Objectives	December	Status Update
56	Continue to enhance the Paradise Bay staff experience by expanding on the recognition program for staff that affect a rescue, perform first aide and offer positive customer service. (9/14)	Complete	Recognition wall within the staff area of PBW. Coupon program for all positive activity of staff which lead to a drawing at the end of the season for Gift Cards, Prizes, Give-a-ways and Ipads.
57	Install security lighting in crucial areas within the District (\$20,000). (9/14)	2015	Currently purchasing materials for staff to install.
58	Develop an agreement for a Dog Park and purchase equipment necessary for the park (\$40,000). (10/14)	Complete	Carried over to 2015 Budget.
59	Remove 65 ash trees which include grinding of stumps and replace them with 80 trees from the tree nursery (\$85,000). (10/14)	Complete	There have been 161 trees removed by staff and 149 trees removed by contractual service at Lombard Common, Terrace View, Sunset Knoll and Lombard Lagoon. The Board approved a bid in November to remove over 200 trees in Madison. Aladin Nursery has planted 112 trees district wide to replace the removed trees.
60	Seal coating and replace asphalt at Southland (\$20,000), Four Seasons (\$32,000), and Lilac Way parking at Madison Meadow (\$40,000). (10/14)	Complete	All seal coating projects were completed in September and asphalt projects have been scheduled in October. Path replacement was completed at Four Seasons and Southland. The work at Lilac Way will be completed in 2015
61	Replace the playground at Lombard Common (Grace Street) (\$100,000). (10/14)	Complete	The playground opened on December 2.
62	Increase participation of the Turkey Shoot special event by 100% by increasing marketing efforts through banners, cross-promotion with Youth Basketball and through the schools. (11/14)	Complete	participants in 2013. Marketing efforts for Turkey Shoot this year included: advertisement in Fall Activity Guide, two press releases sent to local media, posters hung around Lombard businesses, six banners hung at parks and facilities, bulletin board artwork hung in Sunset Knoll, write up in November/December edition of Just for Kids newsletter, social media posts with graphics, write up with link to registration on homepage of the website, write up with link to registration sent in an email blasts, event listed on Oaklees Guide and Daily Herald events calendars, e-blasts to Youth Basketball and other groups.
63	Secure sponsorship for the Turkey Shoot by targeting grocery stores, screen printing companies and other local businesses. (11/14)	Complete	Solicited sponsorship from Jewel and Ultra Foods, but both declined to commit.

	Goals & Objectives	December	Status Update
64	Continue to implement and improve senior sponsorship plan to offset senior entertainment costs by raising \$400. (12/14)	Complete	Staff has garnered \$300 in sponsorship.
65	Plan, promote and implement Adult Kickball and Volleyball Leagues. (12/14)	Complete	An adult volleyball league was offered this summer but did not have enough teams to be held. A volleyball open gym is being offered in the late fall and winter. An adult kickball league was offered in the fall with only two teams registering. A weekly kickball program is being held in its place.
66	Continue implementation of Phase 1 of the ADA Master Plan by making improvements to deficiencies identified in the ADA assessment (\$177,700). Specific projects are detailed in the ADA Section of the Budget and include items such as: (12/14) a. Truncated domes at Lombard Common b. Accessible routes at Terrace View, Westmore Woods, Paradise Bay, Lagoon and Madison Meadow c. Improved accessibility of restrooms at Log Cabin, Lagoon, Paradise Bay and Splash Pad.	Complete	Numerous aspects of Phase 1 of the ADA Master Plan were completed during 2014. This includes ADA doors were replaced at Lagoon; accessible routes were completed at Terrace View, Lagoon, Four Seasons and Madison Meadow; accessibility of restrooms were improved at Log Cabin and the splash pad; and projects still in process include restroom improvements at the Lagoon and additional truncated domes are being added at Lombard Common.
67	Purchase the following vehicles and vehicle equipment: Replacement of 2003 Dodge Van (\$22,000) Replacement of 2004 60" Toro Rider (2) (\$17,000) Replacement of 1994 Three Wheel Cushman with Sprayer (\$25,586) Repairs to 1997 Ford Tractor & 2001 Kabota Tractor (\$7,000) Purchase of Used Fairway Mowers (2) (\$35,000)	Complete	The van, two toro mowers, Cushman with sprayer and two fairway mowers have been purchased. The final tractor is being repaired in December.
*Goals in purple have been completed.			

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2015 LOMBARD PARK DISTRICT Annual Operating Budget



Lombard
PARK DISTRICT

Major Budget Goals

- ▶ Maintain high quality programs and facilities
- ▶ Provide excellent customer service
- ▶ Maintain a stable tax rate
- ▶ Maintain assets
- ▶ Reward good staff



2015 Major Budget Goals

- ▶ Conservative economic forecasts and limited revenue growth
- ▶ An increase of one full-time position
- ▶ Continuation of fund balance reserves to ensure the District's fiscal conservatism
- ▶ Make GFOA recommended improvements and apply for the 2015 Outstanding Budget Presentation Award

2015 Major Budget Goals

Marketing Plans



FINANCIALS

OPEN MEETING ACT, SECTION 7.3

The goal of the Lombard Park District's compensation program is to assure that the Park District maintains a compensation and benefit program that attracts and retains capable and career-oriented employees while continuing to pay competitive wages and benefits for comparable work in the marketplace. Annually, the District reviews salary/benefit information that is gathered from the Park District's own market survey and the annual IPRA survey.

In compliance with Section 7.3 of the Open Meetings Act, effective January 1, 2012, employers participating in the Illinois Municipal Retirement Fund must post a physical copy of the compensation package that exceeds \$75,000 per year. This information for employees of the Lombard Park District will be posted in the Administrative Office: 227 W. Parkside Avenue, Lombard, Illinois. Hours of operation are Monday through Friday, 8:30 am until 5:00 pm.

NOVEMBER

22
NOV

LOMBARD TURKEY SHOOT

DECEMBER

7
DEC

HOLIDAY LIGHTS IN LILACIA PARK

10
DEC

CHICAGO CHRISTMAS LIGHTS

Comprehensive Annual Financial Report

2013 CAFR 

2012 CAFR 

2011 CAFR 

2010 CAFR 

2009 CAFR 

2008 CAFR 

Annual Operating Budget

2015 BUDGET 

2014 BUDGET 

2013 BUDGET 

2012 BUDGET 

Budget Overview

- ▶ What is the net position of the entire budget?

	<u>Before Capital</u>	<u>After Capital</u>
Revenue	\$8,467,276	\$8,467,276
Expense	<u>7,807,312</u>	<u>9,276,067</u>
Net Surplus	\$ 659,964	(\$ 808,791)

- ▶ How does this year's net compare to projected 2014? Fiscal Year 2014 is estimated to have a surplus of \$755,316 due to a semi-annual bond issuance that took place in 2014.

Budget Overview

► Fund Balance

- Projected balance for December 31, 2014:
\$4,025,000 of which \$1,096,000 is Unassigned
- Projected balance for December 31, 2015:
\$3,216,000 of which \$1,109,000 is Unassigned

The District strives to maintain a 25% fund balance which is approximately three months operating expense per the Fund Balance Policy

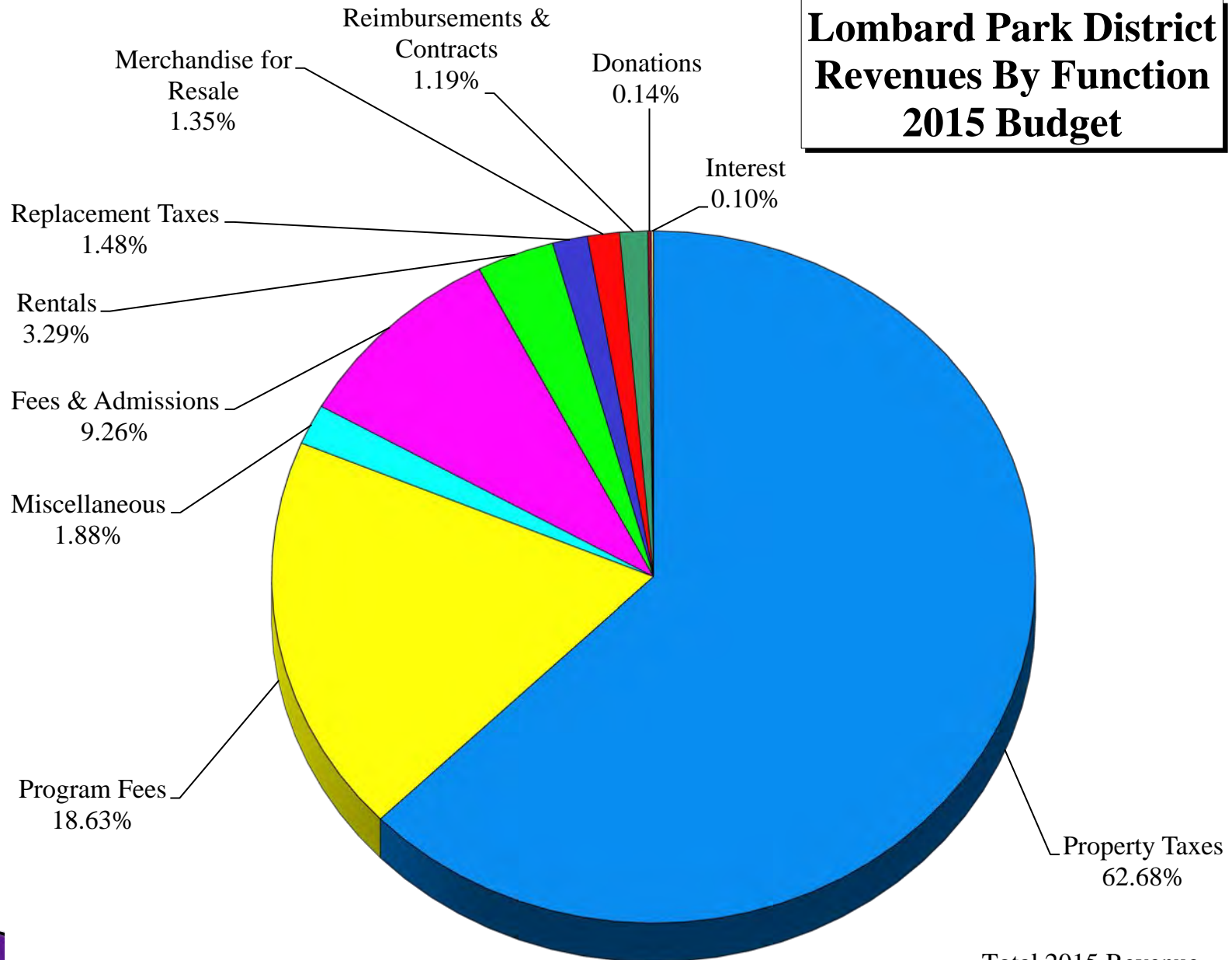
Budget Overview

All Funds Summary – Before Capital

All Funds Summary – Before Capital, Bond Issuance and Net of Interfund Transfers

	<u>Actual 2013</u>	<u>Budget 2014</u>	<u>Projected 2014</u>	<u>Proposed 2015</u>
Revenue	\$7,995,343	\$8,314,083	\$8,041,623	\$8,467,276
Expense	<u>7,211,393</u>	<u>7,564,240</u>	<u>7,325,737</u>	<u>7,807,312</u>
Net Surplus	\$ 783,950	\$ 749,843	\$ 715,886	\$ 659,964

Lombard Park District Revenues By Function 2015 Budget

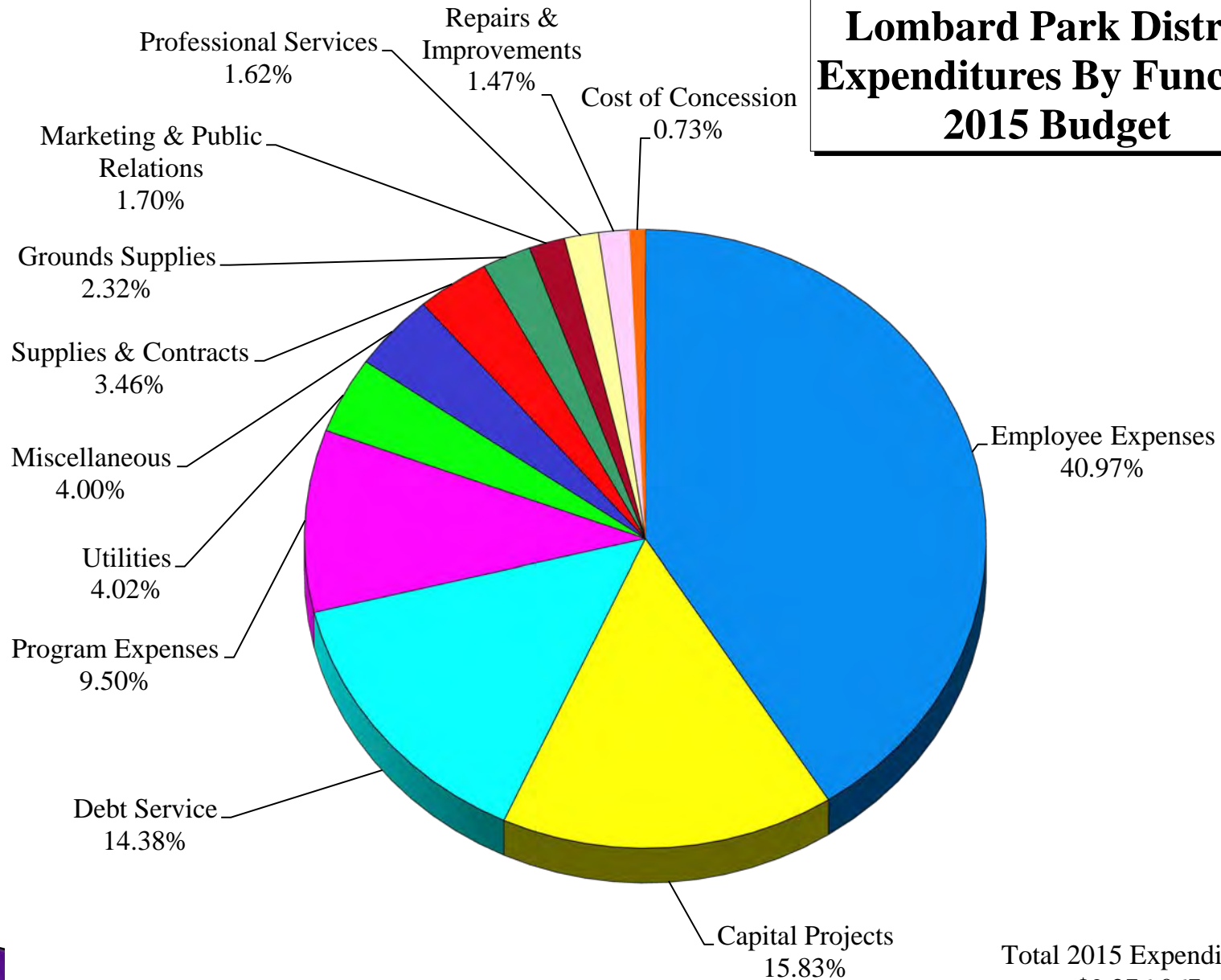


Total 2015 Revenue

\$8,467,276

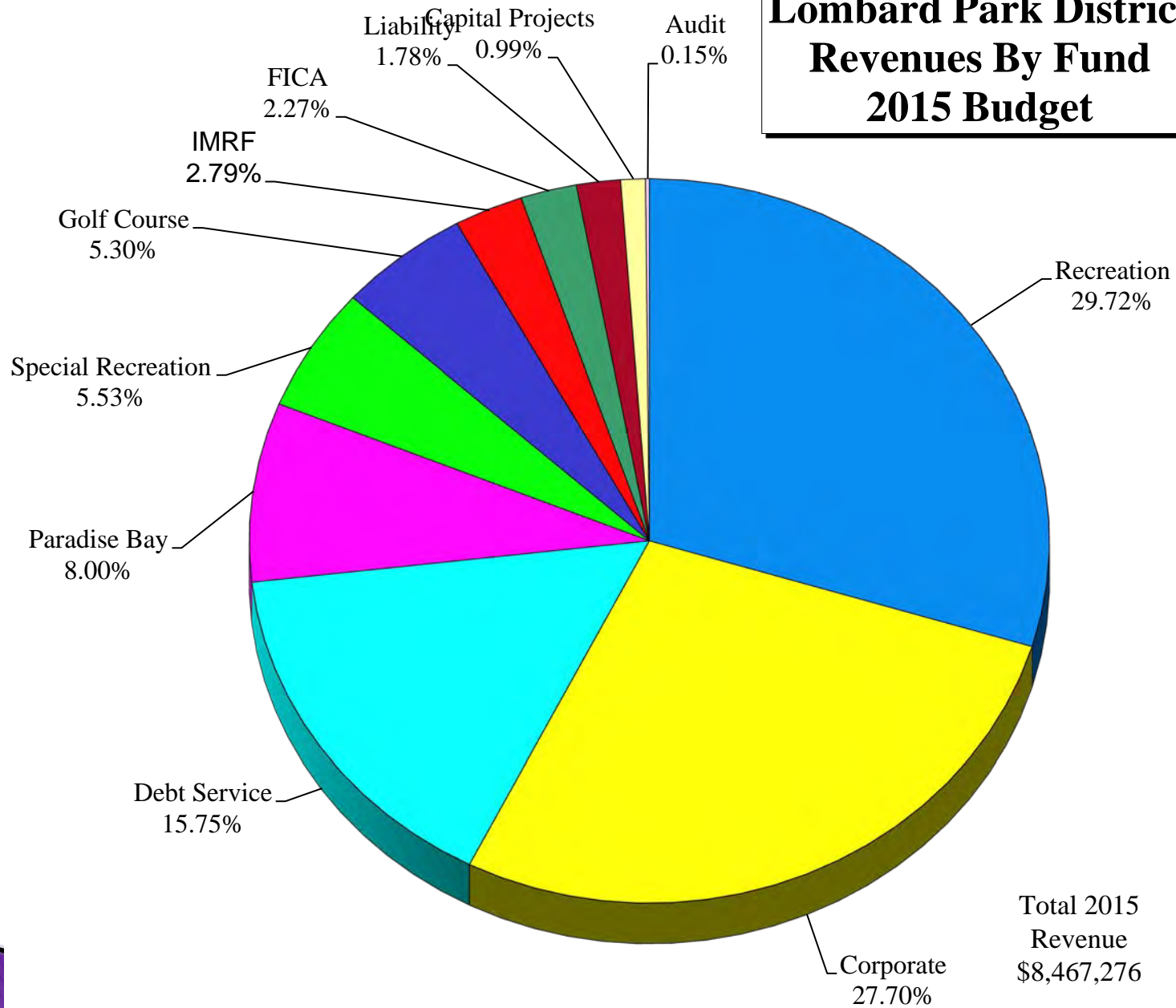
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Lombard Park District Expenditures By Function 2015 Budget

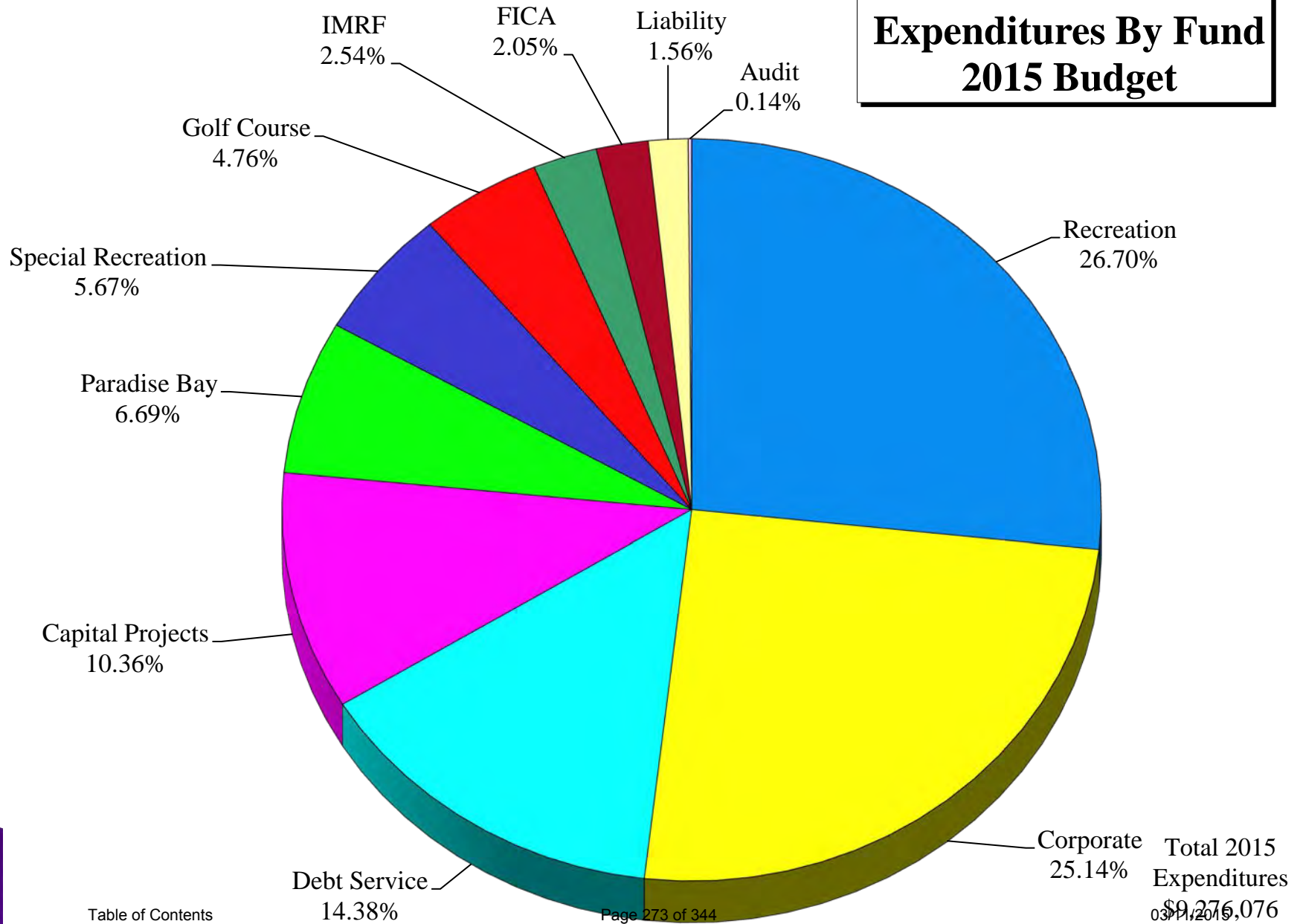


Total 2015 Expenditures
\$9,276,067

Lombard Park District Revenues By Fund 2015 Budget



Lombard Park District Expenditures By Fund 2015 Budget



**Lombard Park District
Projected Fund Balances**

As of Audited December 31, 2013; Projected December 31, 2014 and Budget December 31, 2015

FUND EQUITY	Audit 2013	2014 Increase/ (Decrease)	2014 Year End Fund Balance	2015 Increase/ (Decrease)	2015 Year End Fund Balance
Corporate	\$ 976,240	\$ 133,987	\$ 1,110,227	\$ 13,190	\$ 1,123,471
Recreation, Pool & Golf*	\$ 1,516,997	\$ (57,819)	\$ 1,459,178	\$ 103,476	\$ 1,562,654
Special Recreation	\$ 199,323	\$ (98,021)	\$ 105,362	\$ (57,973)	\$ 47,389
Liability	\$ 47,909	\$ 6,407	\$ 54,316	\$ 6,118	\$ 60,434
Debt Service	\$ 113,622	\$ 7,292	\$ 120,914	\$ -	\$ 120,914
F.I.C.A	\$ 35,079	\$ 7,785	\$ 42,864	\$ 2,180	\$ 45,044
I.M.R.F.	\$ 13,856	\$ 12,835	\$ 26,691	\$ 1,010	\$ 27,701
Audit	\$ 3,437	\$ (913)	\$ 2,524	\$ 200	\$ 2,724
Capital Projects (2)	\$ 176,658	\$ 47,710	\$ 224,368	\$ 13,503	\$ 237,871
	\$ 3,083,121		\$ 3,146,444		\$ 3,228,148

(2) Net of G.O. Bond Proceeds *** See Below***

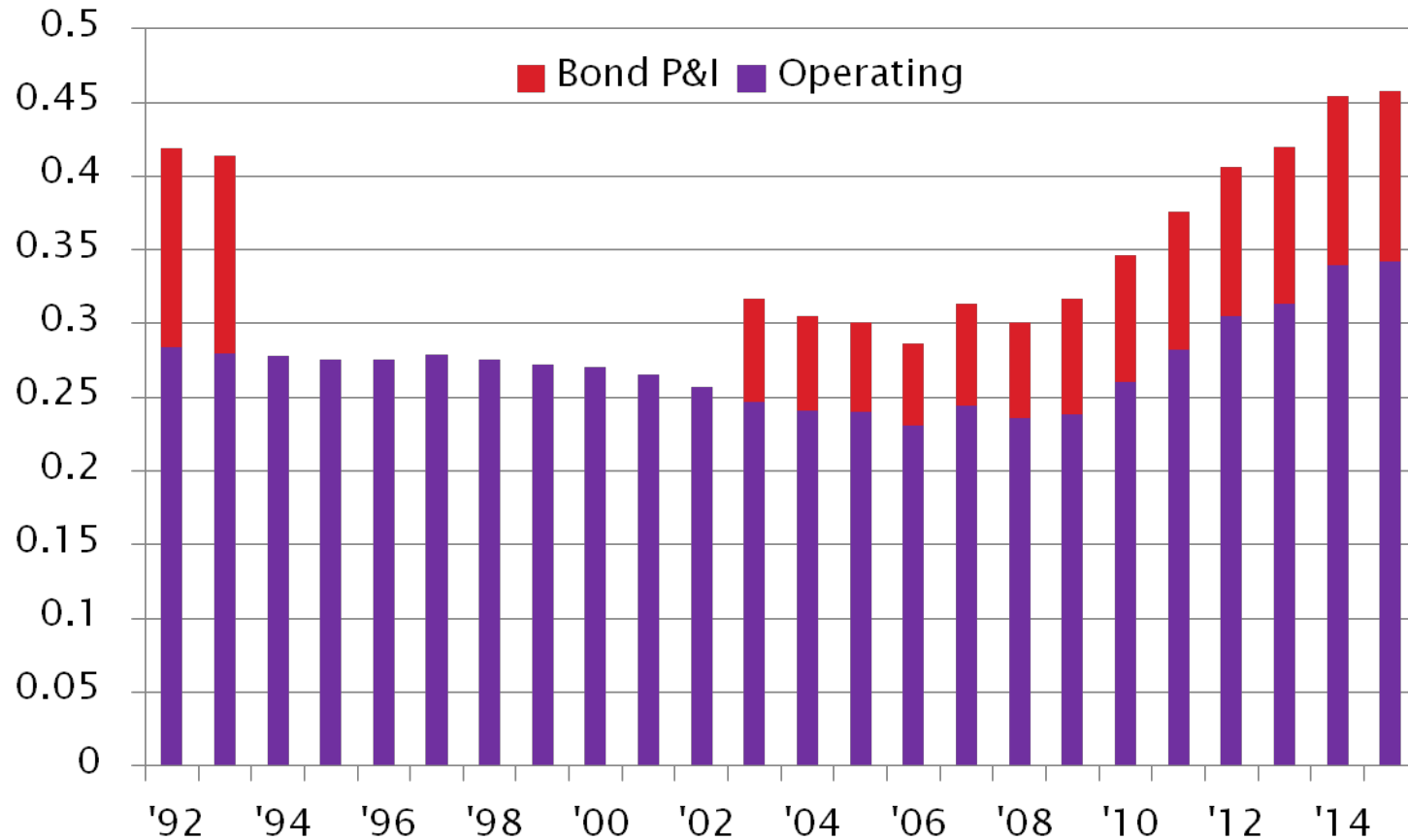
Bond Proceeds	Audit 2013	2014 Increase/ (Decrease)	2014 Year End Fund Balance	2015 Increase/ (Decrease)	2015 Year End Fund Balance
2010 GO Bonds	\$ 186,713	\$ (186,713)	\$ -	\$ -	\$ -
2014 GO Bonds	-	\$ 795,642	\$ 878,706	\$ (890,495)	\$ (11,789)

*For purposes of 2014 capital project funding, the budget is consistent with 2013 anticipated net income.

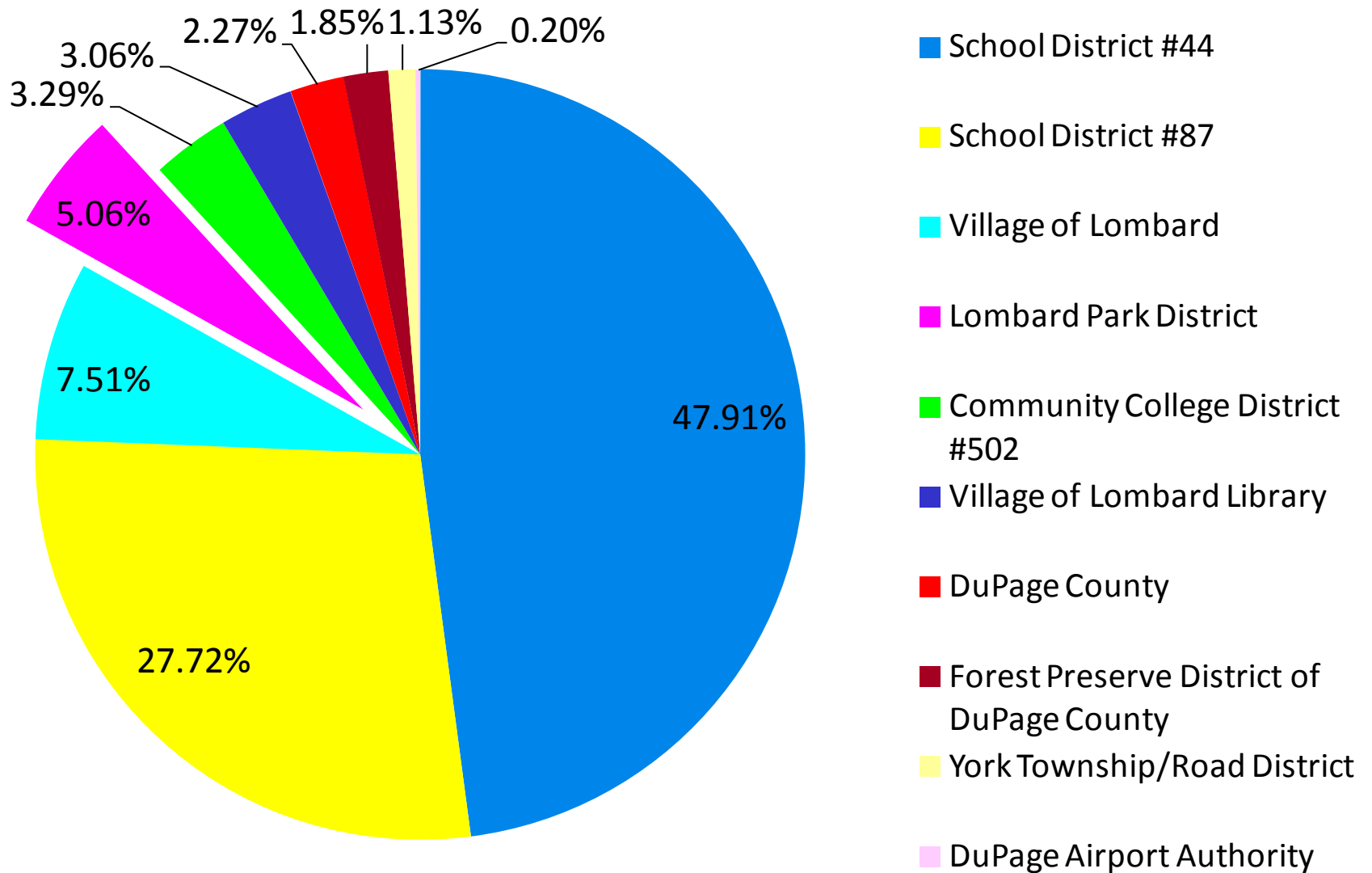
Fund Balance

- ▶ 2015 budget reflects a 5.9% increase in the total fund balance
- ▶ Fund balance that is Unassigned is 33.9%, compared to 27.8% last year
- ▶ All fund balances are projected to be in a surplus at the end of 2015

Tax Rates



2015 is an estimated tax rate



Interest Income

- ▶ During 2014 interest rates are averaging less than 1%
- ▶ Interest rates are not anticipated to change in 2015 and small decrease was budgeted due to the anticipated decrease in overall money invested

Utilities

- ▶ Phone, Natural Gas, Water & Sewer represent a 5% increase over projected 2014
- ▶ Staff is estimating a 15% savings in utility costs at Sunset Knoll and Sunset Knoll Maintenance due to energy upgrades at these facilities

Recreation Programs

- ▶ Recreation programs were budgeted with an average 3% participation and fee increase. In addition staff budgets for all programs to run during the year. The following graph shows the program nets:

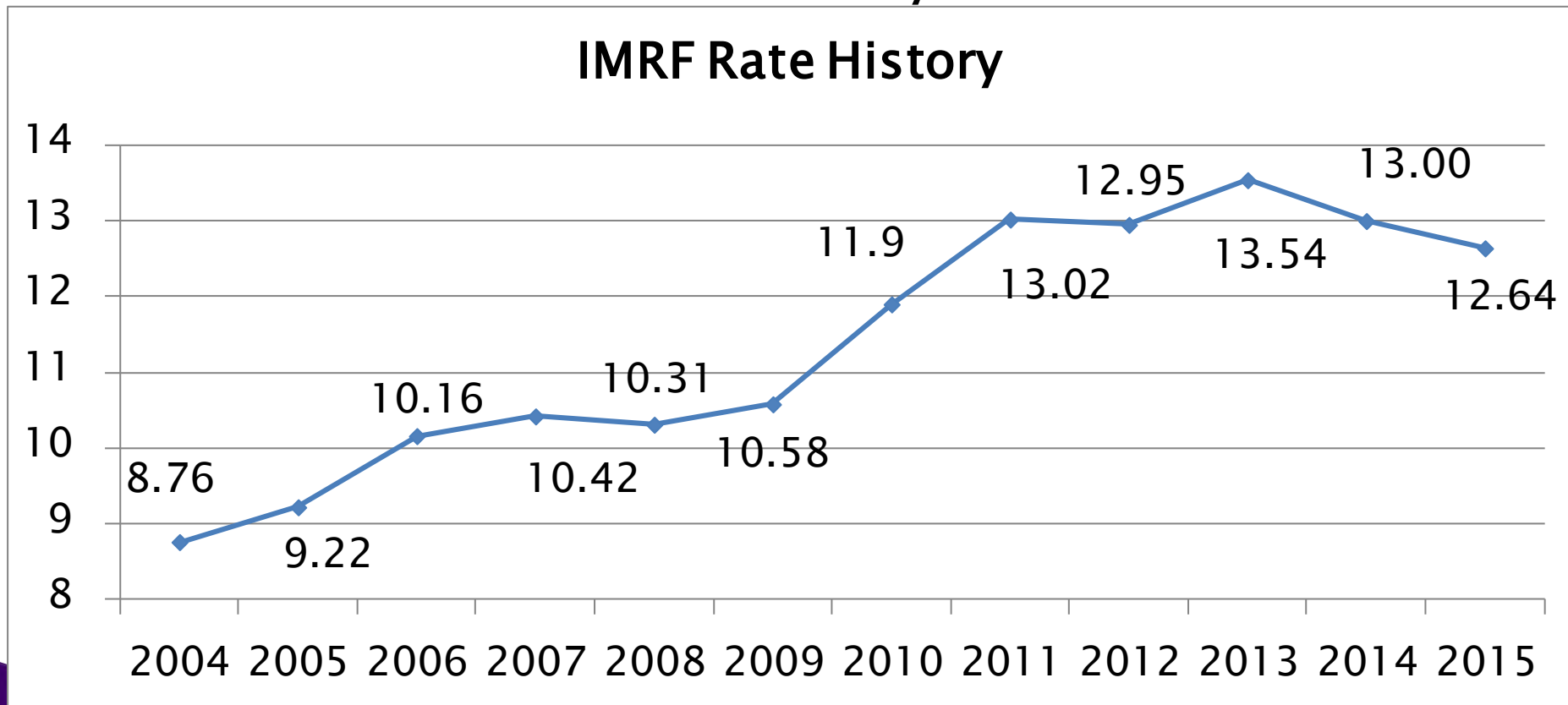
Net Income - Programming								
		Actual	Actual	Actual	Budget	Y-T-D	Estimated	Budget
		2011	2012	2013	2014	Oct. 3, 2014	Year End	2015
Activity 30	Athletics 1	\$ 93,707	\$ 96,243	\$ 95,910	\$ 111,483	\$ 129,180	\$ 83,151	\$ 97,618
Activity 35	Athletics 2	97,034	108,664	108,140	108,017	129,911	119,403	130,029
Activity 40	Gymnastics	12,704	17,324	25,892	20,230	24,012	25,086	30,093
Activity 45	General Interest & Camps	37,236	47,987	63,537	74,354	68,468	68,750	75,850
Activity 50	Special Events	(12,103)	(14,994)	(20,651)	(25,733)	(24,881)	(28,378)	(24,242)
Activity 55	Teen Programs	6,413	6,632	8,784	10,351	9,017	7,815	12,793
Activity 60	Fine Arts	3,127	2,091	2,933	5,190	2,309	2,902	4,107
Activity 65	Adults & Seniors	159	11	(176)	1,068	2,742	771	916
Activity 70	Early Childhood	99,501	106,304	168,846	181,160	158,057	159,133	207,726
Activity 75	Performing Arts	53,864	56,265	57,811	70,607	60,207	55,824	63,368
Activity 80	Fitness	64,346	46,194	42,639	60,469	37,543	36,911	55,751
		\$ 455,988	\$ 472,721	\$ 553,665	\$ 617,196	\$ 596,565	\$ 531,368	\$ 654,009
							Budget 2014 to Budget 2015	5.96%
							Estimated 2014 to Budget 2015	23.08%
							Actual 2013 to Estimated 2014	-4.03%
*This assumes an average 3% participation increase and an average 3% fee increase in all existing programs. In addition, this is assuming all new programs running which is an additional 2% increase.								
(1) This figure is based upon all programs being held at their maximums. Historically the Park District's annual program revenue is approximately 85 - 92% of budget. Based on 90% of classes being held in 2015 we would expect this figure to be \$588,608, or an increase from estimated 2014 to budget 2015 of 10.79%.								
(2) Full time salaries (\$75,488) were removed from Early Childhood in the 2013 budget and placed with Salaries & Wages FT.								

Liability Insurance

- ▶ Liability, worker's compensation and property insurance premium budgets are 5% more than last year

IMRF Contributions

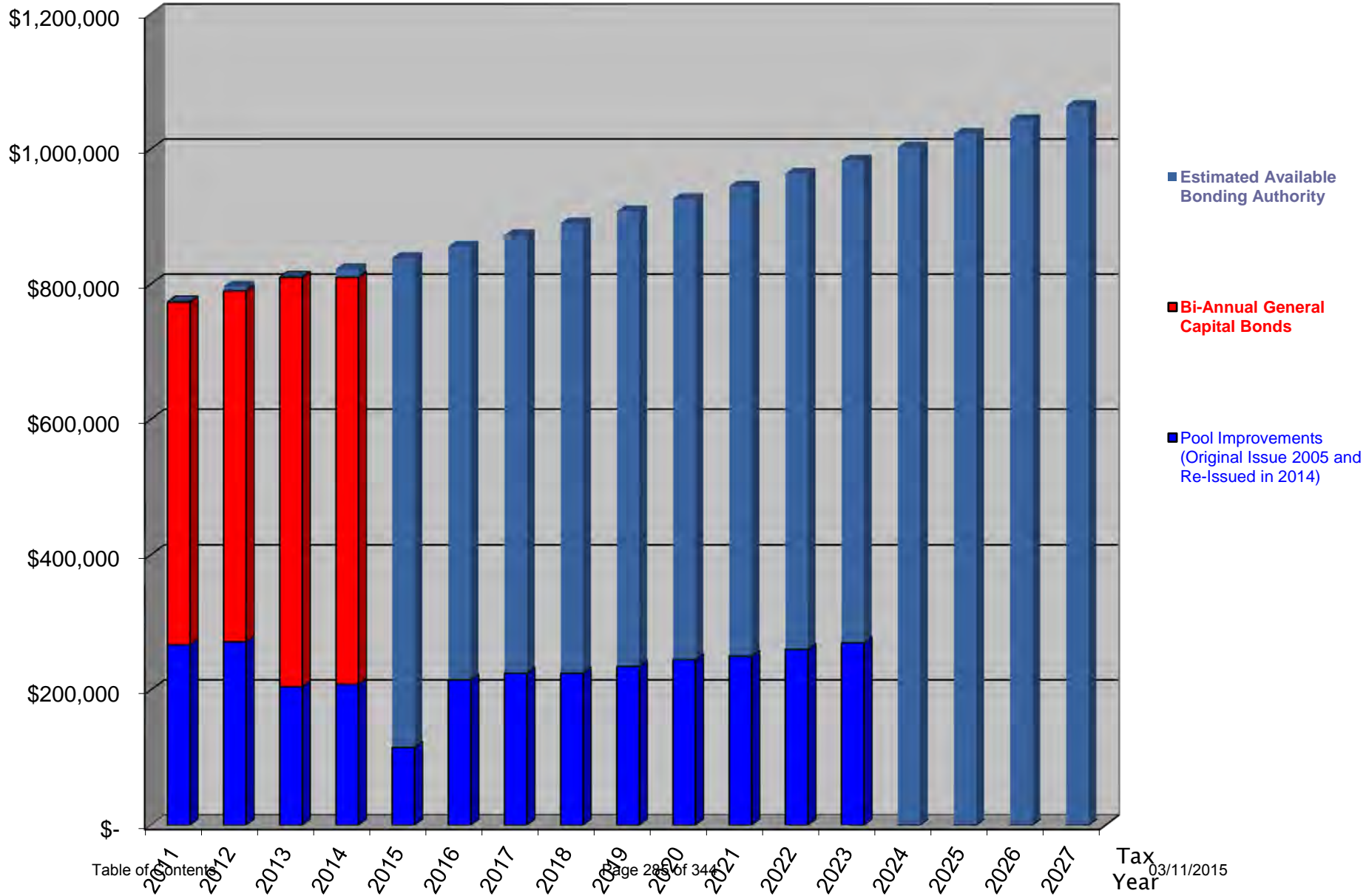
- ▶ The IMRF rate is budgeted to decrease by 2.77%
- ▶ The employees contribution rate is unchanged at 4.5% of the member's salary



Capital Projects

- ▶ ADA accessible paths (\$154,444)
- ▶ Terrace View Playground (\$105,000)
- ▶ Parking lot improvements at Bradley Lane (\$60,000)
- ▶ ADA improvements identified through a 2011 ADA Assessment (\$98,556)
- ▶ Establishment of one dog parks (\$40,000)
- ▶ Major tree removal & replacement due to the Emerald Ash Borer (\$128,400)
- ▶ Turnstiles at Paradise Bay (\$20,000)
- ▶ Replacement soft play features at Paradise Bay (\$17,000)
- ▶ Plumbing repairs at Paradise Bay (\$20,000)
- ▶ Energy equipment upgrades at Sunset Knoll and Maintenance (\$31,500)
- ▶ Dump truck replacement (\$55,000)
- ▶ New mower Maintenance Department (\$60,000)
- ▶ Used rough mower at WAGC (\$25,000)
- ▶ Six inch pump (\$21,000)
- ▶ Six golf carts (\$25,000)

2014 Bond Sale, Bi-Annual Bond & Available Bonding Authority



Thank You

- ▶ We would like to thank you and staff for all the efforts put into preparing the 2015 budget.

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WESTERN ACRES

Golf Course

Lombard Park District

2015 Marketing Plan

Prepared by:
Jill Wejman, Marketing and Communications Manager
Kevin Ingram, Superintendent of Golf Operations

The following information contains the 2015 marketing and promotional vision for Western Acres Golf Course. In addition to long-standing elements at Western Acres, such as the golf leagues and holiday specials, staff has included new and improved programs, events and marketing strategies to make 2015 a successful season. With an effort to attract new golfers to the course, Western Acres will also focus on appreciating the existing loyal customers who golf at Western Acres every year.

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Continued from 2014 and New in 2015	2
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Leagues	4
Outings	4
Lessons/Clinics	5
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Special Events	6
Promotions	7
Marketing and Promotional Materials	8
Tracking	9
Staff Involvement and Customer Service	9
Customer Appreciation	9
FootGolf	10
Beverage Cart	10

Continued from 2014 and New in 2015

- Western Acres staff will contact DuPage County junior high and high school athletic directors to assess their golf team practice and tournament needs, and attempt to accommodate the teams to become the hosting course in 2015.
- Western Acres will continue to offer registration for special events, programs, lessons and clinics onsite, on www.lombardparks.com, and at Sunset Knoll Recreation Center.
- A letter will be sent to DuPage County 501C3 nonprofit organizations encouraging them to book their fundraising events at Western Acres.
- All Chamber of Commerce businesses and churches in Lombard will receive a 2015 season letter with information regarding WAGC, including opportunities to host an outing, rent the clubhouse, and join one of the leagues.
- Free Permanent Tee Times will be offered to individuals, with the understanding that Western Acres reserves the right to place individuals into groups.
- Western Acres will host a variety of special events throughout the golf season to bring interest to the course, increase rounds, and provide activities for patrons who may not be an avid golfer.
- Western Acres will host Customer Appreciation Week from June 1-7. Each day will feature a different promotion such as a free soda, bucket of balls, or hot dog. In addition, golf related items will be raffled each day.
- Impromptu specials will take place on a day-to-day basis based on weather conditions and golfer load.
- 10 Round Advantage Card: Golfers will receive an electronic advantage card that counts their rounds. After 10 rounds of paid greens fees, their 11th round is free.
 - Golfers that register for a 2015 Advantage Card will have the opportunity to sign up for the Western Acres e-newsletter upon registration.
- Replay Round: 50% off 2nd round immediately following the 1st round and 50% off gas cart.
 - Use yard signs to market Replay Round on the 9th tee and when walking off the course.

Target Market: New Golfers

In order to attract new golfers, Western Acres will market the course in a variety of ways, including using phrases such as “an every day course,” “a playable course with a variety of features,” and “a course geared for the novice but fun for a seasoned player.”

A free Western Acres orientation will be offered that includes an introduction to the course and golf in general. The purpose of the orientation is to introduce Western Acres in fun atmosphere and also to promote leagues, programs, and events.

Target Market: Youth

During the 2014 season, Western Acres hosted Glencrest Middle School Boys and Girls teams and their 6th-8th grade camps, Glenbard South High School Golf Camp & League, and Walter Lutheran High School Boys League. There are 32 public high schools in DuPage County, most of which host a competitive golf team.

Starting Fall 2014, Western Acres staff will contact the athletic directors of these schools to determine their current golf facility arrangements, verify the needs of each school and establish if Western Acres would be a suitable facility to host the teams. If the athletic director shows interest in using Western Acres, an invitation will be extended to have a guided tour of the facility. In addition to establishing Western Acres as a host site, staff will also provide information regarding a Summer Junior Golf League (SJGL). Staff will call these athletic directors again in February to provide information regarding the SJGL as well as a reminder of the opportunity for the school golf team to use Western Acres for practice and tournaments. In addition, the school golf teams will be allowed to use the clubhouse at no cost for their golf team luncheon/dinner at the end of the season.

For the 2015 season, all youth ages 17 and under will pay \$10 per round any time, seven days a week. In addition, while supplies last, all youth have free club rental at Western Acres. This information will also be promoted while discussing options with individual athletic directors, as well as provided to area boys and girls club, scout troops and youth organizations.

Leagues

Western Acres currently hosts the following leagues:

- **Lombard Early Morning Golf Association (LEMGA)** – In 2014, 70 golfers participated in this league. This league begins in April and plays on Saturday morning beginning at 6:00 am.
- **Lombard Women's Golf League (LW)** – In 2014, 37 golfers participated in this league. This league begins in April and plays on Tuesday morning beginning at 6:30 am.
- **Visitation Ladies League (40)** – In 2014, 24 golfers participated in this league. This league begins in May and plays on Wednesday mornings beginning at 7:00 am.
- **Summer Junior Golf League (SJGL)** – An eight-week golf league for youth ages 10-14. This league is the perfect opportunity to provide an atmosphere to improve on mechanics and understanding of the game. Participants will play nine holes each week. League dates and times to be determined.

Letters to 2014 league members will be sent in February. The 2015 season letter will include information regarding WAGC opportunities to host an outing, rent the clubhouse, programs and events. In addition, this letter to the leagues will encourage members to promote their league within the workplace, as well as with family and friends. WAGC staff should consult with individual league captains prior to sending the letter. Returning league members that bring a new league golfer will receive a discount on their league greens fee for that day.

Information regarding the leagues will be promoted within the 2015 season letter sent to every business and church in Lombard. Staff will work with local retirement communities to promote the Senior League. In addition, staff will work with the Lombard Chamber of Commerce and Industry to promote the Weekday Business League to its members.

Outings

Information regarding 2015 outings will be mailed to the coordinators of 2014 outings, all Lombard Chamber of Commerce businesses, Lombard churches, area 501C3 nonprofit organizations and area schools. The 2015 season letter will promote the use of Western Acres as a venue to host fundraising outings, social outings, and as a location for holiday and work parties. This letter will also provide information regarding the business league. Two weeks after the letter is sent, follow-up calls will be made to the 2015 outing coordinators by Western Acres staff to determine interest in hosting an outing or party, or joining or creating a league.

Lessons/Clinics

In 2015, Western Acres will continue to offer registration for special events, programs, lessons and clinics onsite, on www.lombardparks.com, and at Sunset Knoll Recreation Center.

- **Sticks for Kids Golf Lessons:** Lessons will be offered for ages 8-14 throughout the golf season. Sticks for Kids is an excellent forum to introduce youth to physical activity, appreciate nature and provide an opportunity to learn a lifetime sport. Participants will learn the rules of the game, golf etiquette, golf swing, driving, chipping and putting. This program is designed to introduce your young person to all aspects of golf.
- **Adult Golf Lessons and Group Lessons:** Lessons will give adults the opportunity to learn the fundamentals of golf. Participants will learn the rules, etiquette, proper grip and stance, full swing, short game, and putting taught by a PGA Golf Professional. Date and time of lessons is to be determined.

Programs

- **Educator's Advantage Card:** Educator's Advantage is a program used to recognize the importance of professionals in the field of education. This not only includes teachers, but also the administrative and support staff at schools. This program allows individuals to purchase an opportunity to play 10 rounds of golf for only \$100, and is available Monday through Friday. A flyer will be created to be included in employee newsletters and other media used to communicate with educational employees. A poster will be included in the packet to hang in the teacher's lounge.
- **Permanent Tee Times:** Based on the trend that permanent tee times are in a constant decline, Western Acres will continue to offer free permanent tee times, with the understanding that Western Acres reserves the right to place individuals within a group.

Special Events

- **Swing into Spring:** Western Acres will host an open house to kick off the golf season. This open house will include tours, mini lessons, and instructional workshops, as well as light snacks, contests, games and raffles. The opportunity to sign-up for workshops and clinics will be available onsite. Greens fees will be \$10 per person to celebrate the start of the season {weather permitting}.
- **Glow Ball Scramble:** Western Acres will host the glow-in-the-dark scramble, which includes a glow ball, tees, glow necklace and dinner. This family event will begin at dusk.
- **New! Beers & Birdies:** Western Acres will host Beers & Birdies, a craft beer tasting event at the course. Staff will work with the distributor to provide craft beers. This tasting event will feature nine holes of golf and tastings on the course, along with contests, prizes and contests.
 - Potential ideas to increase participation:
 - Different craft beer at each hole
 - Food trucks/vendors
 - Scramble Format
 - Design coasters to promote event at local restaurants, etc.
- **New! Women's Golf Outing:** An outing for women with a theme, 9-holes of golf, catered lunch, prizes, and more.
 - Market the event to chamber businesses, PTA's, Women's League
 - Host on a Friday morning in the fall
- **New! Turkey Scramble:**
 - Scramble format; foursome with the lowest score wins a turkey!
 - Research ways to incorporate a 9-hole mini golf competition into the event for kids
 - Record-A-Hit

Promotions

- Impromptu specials and promotions will take place on a day-to-day basis based on weather conditions and golfer load.
 - The specials will be marketed in the following manner:
 - Email blast
 - Social media call outs
 - Signage posted at the course
 - These specials may include, but are not limited to:
 - Free bucket of balls for the practice range; today only; while supplies last.
 - Bring Your Buddy Mondays – Bring a friend on Monday to experience a relaxing round of golf for \$13 per golfer. Golf cart rentals are not included with this offer and no other discounts may be applied.
 - Fantastic Fridays – Offers a foursome greens fees and two gas carts for \$84 or twosome greens fees and one gas cart for \$47.
- **Fall Rates:** Fall rates are effective seven days a week from October 1 through the end of the season. Greens fees will be \$13/resident and \$16/nonresident and cart fees will be as follows: single rider: \$8 and double rider: \$16.
- **Youth Special:** Youth fees (ages 17 and under) are \$10 any day and time; resident or nonresident and free youth club rentals (quantities limited).
- **Email Promotions:** Members of the email list as well as golfers who have been loyal customers will receive email promotions throughout the season, including but not limited to:
 - Play a replay round for free (must be played immediately following the first paid round; no rain checks will be issued).
 - Free bucket of balls for the practice range
 - Redeem this coupon for a free push or gas golf cart
 - Bring this coupon in for a promo item (water bottle, coffee mug, etc.)

Marketing and Promotional Materials

- Continued from 2014, impromptu signs will be premade for the following instances and then displayed at the discretion of the Superintendent of Golf Operations on a day-to-day basis.
 - Beat the Heat Special – \$3 off golf carts when the temperature is over 90°
 - Permanent Tee Times – Free for the season.
 - Youth Special – \$10 per child (ages 17 & under) seven days a week; free club rental (supplies limited)
- Western Acres program and event information will be sent via the monthly e-newsletter. An invitation to sign up for the e-newsletter will be included at the starter booth and inside the clubhouse. The sign-up form is also on WesternAcres.com and WAGC Facebook page. Once a golfer golfs ten rounds, an email will be sent with a coupon for a promotion listed in the promotion section.
- A 2015 general Western Acres brochure will be produced and included in mailings and available onsite. In addition, area hotels, golf stores, condominium and rental associations will receive brochures.
- Program and Special Event posters will be created and displayed at the Lombard Park District Sunset Knoll Recreation Center, Community Building, Administrative Building, and at Western Acres. Western Acres Staff will distribute additional posters in the community.
- Paid display ads will be placed in local area newspapers including Chicago Tribune, Comcast.com, Yahoo.com, and other golf related publications.
- Press releases will be sent to local newspapers regarding upcoming events and programs.
- A large event calendar will be placed on the bulletin board in the Clubhouse. Registration forms will be attached so golfers can register right there.
- Every other month, a Facebook contest will occur in order to gain followers. A drawing will be held and winners will receive a WAGC prize pack (2-some golf with cart, coffee mug, golf towel).
- Social Media will be used to promote rounds, events, and promotions. Facebook will be utilized to update about weather and closings, as well.
- Sticks for Kids and Junior Golf League will be showcased in “Just for Kids” school newsletter in the spring and summer editions.
- Staff will utilize the website. The information will be kept fresh in order to keep bringing customers back to the site for updates and to book tee times.
- A marketing campaign for the season will be based on WAGC being a “playable, every day course.”
- WAGC voicemail will promote booking tee times online 24 hours a day 7 days a week.

Tracking

In order to establish the effectiveness of a marketing campaign, facility usage and customer statistics are required. In order to do so, a precise database must be established. At this time, all golfers sign the starter sheet release of liability and waiver. The starter will ask golfers if they are new to the course. If the answer is yes, then the starter will inquire as to where the new customer heard about WAGC. In addition, the starter will ask all golfers if they are interested in signing up for the WAGC e-newsletter. There will be a sheet available at the starter box for the golfer to fill out. In an effort to track repeat customers the starter sheets will be entered electronically into a database to be analyzed throughout the season. This database can also be utilized in other aspects of WAGC operations.

Staff Involvement and Customer Service

The involvement of front-line staff is critical in marketing and promotion of Western Acres. Mandatory meetings for ALL Western Acres staff will take place on one Wednesday per month at 12:00 pm. These meetings will be used to share the advertising, promotions and public relations initiatives that are planned. Each meeting will stress the importance of maintaining the course database, as well as encouragement of using personal touch when interacting with customers. Examples include identifying the customer by name, learning their golf and/or clubhouse habits and likes, and encouraging conversation. Staff are required to wear nametags to allow customers to feel comfortable with approaching staff.

In an effort to track the success of attracting new golfers, outings, visitors and program users as a result 2015 marketing campaign, cashiers and/or starters will keep a daily log of what attracted the new customer. These daily tabulations will be combined at the end of the week by WAGC staff and forwarded to the Marketing and Communications Manager. A survey will be sent to e-newsletter subscribers via e-newsletter mid-season and again in October.

A suggestion box is available, promoted, and encouraged by the staff.

Customer Appreciation

Western Acres will host Customer Appreciation Week during the week of June 1-7. Each day will feature a different promotion such as a free soda, bucket of balls, or a hot dog. In addition, golf related items will be raffled each day.

At the end of the season, golfers that visited the course more than 30 times per year will be sent a thank you letter.

FootGolf

According to the American FootGolf League, FootGolf is a combination of the popular sports of soccer and golf. The game is played with a regulation #5 soccer ball at a golf course facility on shortened holes with 21-inch diameter cups. The rules largely correspond to the rules of golf. Western Acres is going to implement FootGolf cups near the greens and offer the sport on the weekday evenings for the last tee times for starters. Implementation will cost approximately \$1800 and participants will be charged a fee of \$10 per person. FootGolf rules and literature will be available on our website, as well as at the course.

Beverage Cart

The beverage cart will be available, weather permitting, on the weekends from 11 am-3 pm and during outings as requested.

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2015 Marketing Plan

Prepared by:

Jill Wejman, Marketing and Communications Manager

Debbie Whitcher, Aquatic/Facilities Manager: Paradise Bay Water Park

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03/11/2015



The following information contains the 2015 marketing and promotional plan for Paradise Bay Water Park. In addition to long-running events at Paradise Bay, such as Swim Team and early entry for pass holders, staff has included new and improved programs, events and marketing strategies to make 2015 a successful summer. With an effort to attract new swimmers, repeat customers, and new pool pass holders, Paradise Bay Water Park will focus on a variety of new marketing initiatives throughout the season.

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Target Market: Daily Visitors

In order to attract new swimmers and return customers, Paradise Bay Water Park has a many attractive activities, special events, and classes throughout the season. A variety of tactics will be developed to provide awareness to the Water Park for those that have not attended.

National Night Out is a community-wide event that offers free swimming at Paradise Bay. It is a great opportunity to showcase the Water Park. It provides an experience for the community and gives families the opportunity to see what Paradise Bay is all about, while participating in other activities throughout the evening.

Target Market: New Pass Holders & Existing Pass Holders

In order to attract new pass holders and retain previous pass holders, Paradise Bay Water Park will continue to offer many benefits of purchasing a season pass. These benefits include early entry at 11 am, a friends and family punch card for early entry, free special events, free Parent & Tot Swim, and Adult Swim.

Target Market: Early Childhood & Family

For the younger swimmers and families in the community, Paradise Bay offers many activities such as the Family Water Carnival, Turtle Float, Pirate Party, and many more. These events invite children and their parents to come play games and enjoy the Water Park as families.

Parent & Tot Swim Time is offered in Turtle Cove, a zero-depth pool made just for tots. The swim time is a great opportunity for parents and tots to utilize Paradise Bay's offerings without the crowds.

Target Market: Youth & Teen

During the 2014 season, Paradise Bay offered a number of activities and events for children and teens to enjoy the water park in a variety of ways suitable for different interests. These offerings will be available again in 2015. Monday and Tuesday evenings offer water basketball from June 8 through July 6. Water volleyball will be available on Mondays from July 13 through August 10. These drop-in activities encourage kids to enjoy the water park and engage in friendly games with other kids.

Teen Night is offered on Thursdays from 8-10 pm for teens entering sixth through ninth grade. The fees are \$5 or free with a pool pass and a student ID. Teens will enjoy games, splash contests, swimming, music, Calypso Cafe, and more.

In 2015, Paradise Bay will continue to offer a future lifeguards class for ages 10-15. This five-day program is perfect for youth who are excited to begin learning their guarding skills. Participants will spend each day learning a new aspect of lifeguarding, building confidence, learn team building, and make lasting friendships.



Target Market: Adult & Seniors

Adult Swim Time is a dedicated time in the lap lane and dive well. This provides an opportunity for adults and seniors to come together and socialize in a dedicated space, swim laps, or enjoy all that Paradise Bay has to offer. Paradise Bay also offers a variety of aqua fitness classes throughout the season to increase adult and senior participation.

Marketing & Communication: Daily Visitors

The advertised Opening Day is Saturday, May 30th with preseason hours during the week. The marketing and communication will focus on Opening Day advertisements, which in turn equal daily visitors, as well as pool pass holders. Beginning in early-May, advertisements will run in the Chicago Tribune, Lombardian, and Comcast for Opening Day at Paradise Bay. Posters will be printed and hung around Lombard and surrounding areas. Information will be available in the May/Summer Just for Kids edition. Advertisements will also be placed in parent guides such as Oaklees Guide and Suburban Family Magazine.

Throughout the season, marketing and communication collateral will be available at District facilities and on our website. This will include but not limited to the seasonal brochure, special event information, postcards for different age ranges and activities offered, general swim time information, and swim lesson information. Collateral will also be available at the Summer Concert and Movie Series in Lilacia Park.

Marketing & Communication: Potential Pool Pass Holders

Paradise Bay will mail previous pass holders a 2015 season brochure and reminder letter to renew their passes in February. Information will include summer classes, events, programs, and 2015 fees.

Pool pass in-person registration will begin March 2nd at Sunset Knoll Recreation Center and online. Pool pass registration signage will be posted beginning February 19th at District facilities. Information will also be included in the 2015 Spring Activity Guide.

Catchy phrases such as: “*Splash into Paradise Bay Water Park with a pool pass this season!*” will be developed for marketing collateral including posters, postcards, advertisements, website graphics and more. There will be an early marketing campaign for pool passes in mid-February and a push in April until mid-May for the Early Bird rates, which ends May 16th.

Print and online advertisements will be placed in the Chicago Tribune in Lombard and the surrounding area in the Sunday paper to catch the most attention. The Paradise Bay commercial will be played on Comcast cable and their website, email client, and yahoo.com.

A social media campaign will incorporate a summer pinboard on Pinterest, an Instagram, Facebook and Twitter campaign reminding patrons to purchase their pool pass prior to the early bird deadline. The campaign will include text, photos, and video.

During the week of February 23rd, the website will incorporate Paradise Bay on the homepage gearing up for pool pass sales. The website graphics will link to the social media campaign. Information will be available in the March/April Just for Kids edition regarding pool pass sales.



Marketing & Communication: Age Groups – Cross Promotion

Early Childhood/Parent & Tot: Program and event information regarding Paradise Bay will be promoted through other parent/tot programs such as preschool (until May), camps, babysitting, and swim lessons.

Youth & Teen: Program and event information regarding Paradise Bay will be promoted through Day Camps, fine art classes, and other youth and teen programming.

Adult & Senior: Program and event information regarding Paradise Bay will be promoted through fitness classes, senior groups and adult programming. Information will also be delivered to senior citizen homes such as Lexington Square and Beacon Hill.

Marketing & Communication: Special Events

A special event calendar will be designed and printed in the form of a postcard or bookmark so that patrons can easily transport it home from the Water Park and hang on a fridge or place on a bulletin board, etc. This postcard will also be available at District facilities and handed out at major programs. Special events will be posted on lombardparks.com's event calendar. Free calendars will also be utilized, such as Oaklees Guide, Daily Herald Events, and TribLocal.com. The descriptions for all special events will be available in the Summer Activity Guide.

Marketing & Communication: General

- A brochure outlining all program information including rates, special events, rentals and more will be printed in December for the 2015 season.
- An e-newsletter will be sent twice a month to the general Park District list including upcoming Paradise Bay events and programs.
- Marketing staff will set up a table at the Water Park once every three weeks to disperse upcoming event information. Promotional items such as lip balm, beach bag, water bottles, etc will be awarded to patrons for joining the e-newsletter.
- Posters and bulletin boards will be designed and distributed for marketing the facility.
- Postcards will be sent to previous swim lesson participants to remind them of registration.
- Bookmarks will be available highlighting all special events. They will be dispersed amongst each facility and throughout Lombard.



Hotel/Motel Grant

The Lombard Park District and Village of Lombard have an agreement to provide free passes to Paradise Bay to Lombard hotel guests. This program is funded by the Hotel Motel tax. The Lombard Park District provides passes to the participating hotel managers along with a letter explaining the program and discussing restrictions. A meeting is held in early May with participating hotel managers to make sure all participants understand any restrictions, policies and procedures. Paradise Bay staff keeps track of hotel passes by marking a form and keeping the pass. Staff then turns the pass into the Director of Finance and Personnel to become tallied for the season.

It is the goal of the 2015 season to obtain a sponsorship for a promotional item such as a towel for the hotel guests upon entry of the water park. This adds to the customer experience but also serves a purpose as many of the guests fail to bring a towel since they tend to be on vacation.

Tracking

In order to establish the effectiveness of a marketing campaign, facility usage and customer statistics are required. Facility usage will be recorded daily by the cashier onsite by using a tally sheet. This sheet will take the total number guests into the facility at the top of each hour and will be recorded into the computer system at the end of each week. An accurate number will be recorded on the day that groups, rentals and birthday parties are scheduled. A survey using Survey Monkey will be sent to all pool pass holders in the middle of the season to gather feedback on how Paradise Bay is doing and then a follow-up survey will be sent post-season to evaluate the year.

Staff Involvement and Customer Service

The involvement of frontline staff is critical in the marketing and promotion of Paradise Bay. A staff meeting will be held at the start of each day and will discuss any important information for activities and announcements occurring throughout the day. Staff is required to be in uniform with a nametag at all times when they are works so that they are easily identifiable to the public.

Memorandum

To: Board of Park Commissioners

From: Paul W. Friedrichs, Executive Director

Jason S. Myers, Director of Finance and Personnel

Date: October 28, 2014

Re: Master Plan Update

The following is an update on the 10-year Action Plan Outline that was provided with the 2013 Master Plan:

October – December 2013

Adopt Comprehensive Plan – Approved October 15, 2013.

Begin New Recreation Center Site Study – Staff has been working with School District #44 for a potential location of a recreation center.

Review Western Acres Phase 2 Drainage Plan – Due to the course being located in a flood plan, staff is recommending the purchase of a new pump in the 2015 Budget in order to assist with the removal of water when the course does flood.

Develop Refined Program Standards – This is performed seasonally each year.

Retire Programs In Decline – Programs in decline are reviewed seasonally to determine which programs to retire.

2014

Plan for 2015 Recreation Center Funding/Referendum – Distributed a second survey in October 2014 to help determine the communities interest in funding the construction of a recreation center.

Complete Recreation Center Site Study – Staff continues to work with School District #44 for a potential location of a recreation center.

Master Plan New Recreation Center and Site Improvements – Staff recently completed a secondary community survey that was distributed in October 2014. This should help to clarify the community’s desires for amenities in a facility.

Master Plan Sunset Knoll Recreation Center Renovation – The District submitted a PARC Grant to the State of Illinois for renovating this facility. As of October, the District is still waiting for an update on the status of the grant application.

Plan for and Implement New Marketing Approaches – Additional staff was hired in 2014 on a part time basis and it is recommended to make this a full time position in 2015. This has helped with the implementation of a variety of the marketing approaches including customer testimonials, featuring community relationships, implementation of a volunteer program and adding press release information to website.

Plan for and Implement Activity Guide Recommendations – Staff has been added to assist with the activity guide recommendations. Changes include the addition of a pool marketing plan, updating of program descriptions and making the activity guide more visually appealing.

Plan for and Implement Website and Social Media Recommendations – The website was redesigned in 2014 and added an interactive map of facilities. Online registration has grown to 35%. In addition, Facebook, Twitter and Instagram continue to increase “likes” and followers.

Plan for and Identify Key Customer Requirements – Continue to survey and monitor customer requirements on a regular basis.

Design, Engineer and Construct Madison Meadow Playground – Staff completed in construction of the playground in July 2014.

Design, Engineer and Construct Old Grove Playground – Based on recent vandalism at Terrace View, the replacement of the Old Grove Playground has been placed as a “B” priority for 2015.

Districtwide Comprehensive Master Plan

Prepared by
Hitchcock Design Group
2013



Acknowledgements

Hitchcock Design Group would like to thank the Lombard Park District and staff members for the opportunity to assist with the planning of the Park District's programs, parks, open space and facilities.

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Chapter Seven: Appendix



October 10, 2013

Paul Friedrichs
Executive Director
Lombard Park District
227 W. Parkside Ave
Lombard, Illinois 60148

Dear Mr. Friedrichs,

On behalf of the consultant team, Hitchcock Design Group would like to thank the Lombard Park District Board of Commissioners and Staff for their valuable input and effort during the Comprehensive Master Planning process. Your commitment to the District's success is evident, and this process would not have been effective without your invaluable insight. We'd also like to thank Lombard residents who participated in stakeholder interviews, focus group meetings and community survey.

As greater numbers of residents enjoy the Park District's assets, there continues to be a high demand placed on existing parks, recreational facilities and District staff. In order to be strategic about the Park District's initiatives, the Board of Commissioners embarked on a Comprehensive Master Planning process to create a tool that will serve as a guide for the next five years.

Through this process, significant insights were realized that will guide the Board and staff in planning service and asset improvements. The Park District is below the Level of Service park acreage standard, but the distribution of Neighborhood and Community Parks is excellent throughout the District and adequately serves the needs of the residents. The Community Survey process revealed that while residents are satisfied with the services, parks and open space, they are supportive of exploring additional open space acquisitions.

The Level of Service analysis also illustrates that the Park District is below NRPA the planning standard for indoor recreation space area. This, in combination with the aging Sunset Knoll Recreation Center, creates an immediate case for new and expanded indoor recreation spaces. The Community Survey results also support the development of new indoor health and fitness amenities.

While golf did not come up as a high priority, residents value Western Acres as a valuable asset to the District. Western Acres should be maintained with drainage, clubhouse improvements and program expansions to attract more residents and visitors and allow the Golf Course to remain a productive asset for the District. The Park District should continue to update parks and amenities as their ages and condition call for it, address ADA accessibility issues, and restore and enhance their ponds and natural spaces within their parks.

In terms of recreation programming, the Park District has excellent market position in Lombard with an almost 2:1 margin of participation in recreation programs and services. Lombard offers a well-balanced distribution of programs among all age groups and pricing are in-line with neighboring districts.

The Comprehensive Master Plan includes primary, ongoing, and long-term objective to guide planning and policy. Strategies and recommendations can be found in Chapter Four of the Comprehensive Master Plan. Along with design considerations, basic maintenance tasks, and future planning initiatives for individual parks and facilities, the planning process revealed important District-wide objectives. These objectives were arranged into a timeline, or Action Plan, that will guide the District's growth efforts. This Action Plan can be found in Chapter Five. The plan should be thought of as a working list and the objective should be checked off as they are completed.

This document should be reviewed on an annual basis and remain flexible to react to changing conditions. As an ongoing partner, Hitchcock Design Group is committed to participate in the annual Action Plan update to help further the Park District's success.

Sincerely,
Hitchcock Design Group

Bill Inman
Senior Vice President

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Chapter Four: Plan Recommendations

Chapter Four: Plan Recommendations

This chapter contains the vision, goals and recommendations necessary to meet the recreational needs of the community that the Lombard Park District serves. The recommendations are grouped into four separate categories:

- Districtwide Strategies
- Existing Parks, Trails, and Facilities
- New Parks, Trails, and Facilities
- Recreation Programs

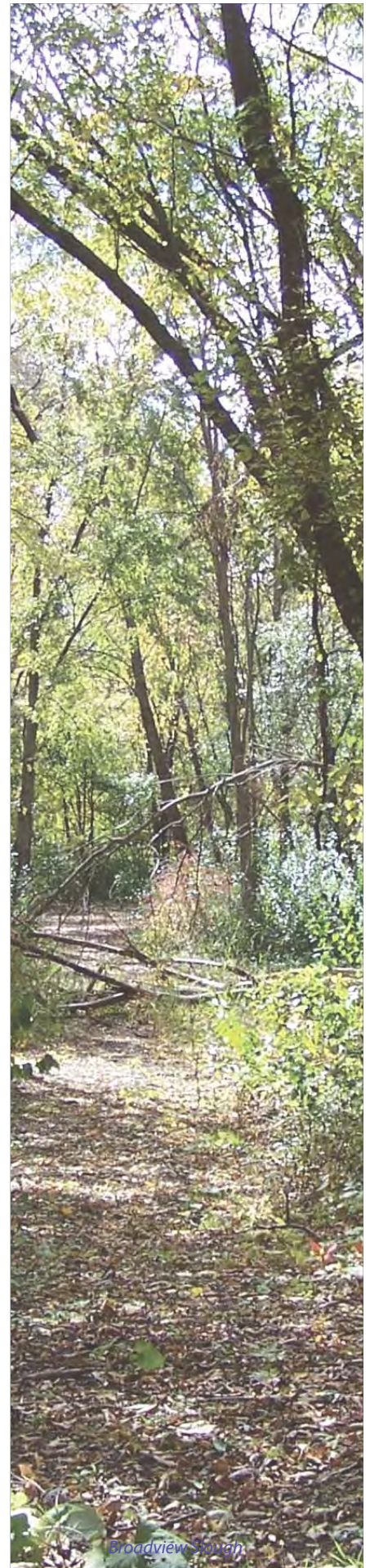
Each category has individual recommendations with an open box. In order to maintain this document as a “working list” staff should check recommendations off of the list as they are completed.

Planning Process

The Lombard Park District’s Mission Statement, the goals established for this project, the findings of the Research and Analysis phase, and the public input provided in the Needs Assessment Phase, all influenced the Comprehensive Plan Vision and Plan Recommendations.

Park District Mission Statement

The mission of the Lombard Park District is to provide people with quality recreation opportunities to enjoy life.



District-wide Recommendations

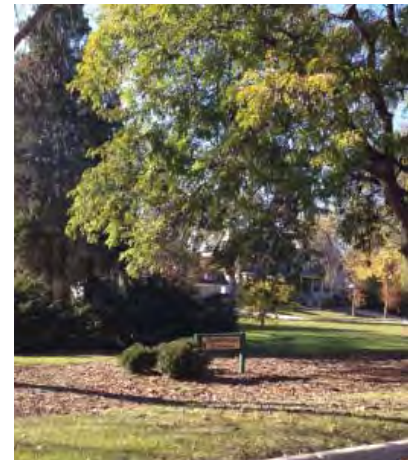
Strategy		Justification	
		Inventory & Analysis	Needs Assessment
Primary Initiatives	<input type="checkbox"/> Address ADA accessibility issues in all parks and facilities in accordance with directives in ADA transition plan.	Site observations	
	<input type="checkbox"/> Establish pond restoration, stabilization, and erosion control Guidelines for all open water assets.	Twelve the 21 tracts of land the District owns include open water, and many of them are experiencing erosion and stabilization issues along the edges. Native plantings and restoration measures will help alleviate or address these issues.	
	<input type="checkbox"/> Conduct ongoing playground and equipment upgrades based on age / useful life criteria.	Site Observations	Facility Needs Worksheet on page 29 indicates many of the playground equipment is beyond its useful life as determined by IPRA guidelines.
Ongoing Initiatives	<input type="checkbox"/> Currently, the ponds within Lombard Park District parks have an aesthetic and environmental value to the District. There is an opportunity to increase their recreational value by providing water access for fishing, boating, canoeing, or nature programming.	Over half of the parks have water features. These not only add aesthetic value to the parks, but have the opportunity to add recreational value to the park. This can be through more programming/permitting efforts or physical shoreline improvements. Fishing can and does occur along the edges, but by incorporating overlooks, docks, and piers the District can create spaces for fishing and outdoor environmental education. These types of improvements allow for meaningful access to the water's edge by disabled residents.	
	<input type="checkbox"/> Provide visual and physical neighborhood connections at all parks and open spaces.	Physical connections (i.e. pathways) would not only address the ADA accessibility issues that occur throughout the various parks, but would also connect the parks to the neighborhood sidewalk / pedestrian system. Many of the parks have internal trail loops, but are isolated within the park instead of connecting to the surrounding context. These connections would draw visitors to the parks in more ways than through vehicular transportation/access (walking, running, biking, etc). Visual connections would aid in this connectivity. This could include clearing for views into and through the parks from the surrounding neighborhood and ensuring the park features (i.e. benches, signage, trash cans, etc) all create a consistent visual language for the park system.	
Long-term Initiatives	<input type="checkbox"/> Address land deficiencies	The Level of Service analysis indicates a deficiency in mini and community park space and an overall land deficiency of 106.99 acres.	
	<input type="checkbox"/> Complete a third-party replacement study for all facilities.	Useful life analysis for HVAC, utilities, structure. Site observations	

Existing Parks, Trails, and Facilities Strategies

The following recommendations are directly related to the level of service and service area analysis in Chapter 2 and the issues and considerations described in Chapter 3.

Mini Park Recommendations

	Babcock Grove Memorial Cemetery	Crescent Tot Lot	Eastview Terrace Park
Primary Initiatives		<input type="checkbox"/> PLAN: new benches and picnic area	
Ongoing Initiatives			
Long-term Initiatives	<input type="checkbox"/> EVALUATE: returning to private use or Village control <input type="checkbox"/> EVALUATE: erosion control measures <input type="checkbox"/> PLAN: horticulture maintenance and turf repair <input type="checkbox"/> DESIGN: consider creating memorial courtyard <input type="checkbox"/> DESIGN: consider additional botanical displays <input type="checkbox"/> DESIGN: consider buffer between residential and cemetery	<input type="checkbox"/> PLAN: connections to multi-family residential context <input type="checkbox"/> DESIGN: master plan, consider buffer plantings, accent plantings, interpretive signage	<input type="checkbox"/> EVALUATE: releasing to Village responsibility <input type="checkbox"/> DESIGN: consider botanical display <input type="checkbox"/> DESIGN: consider memorial garden or celebration courtyard <input type="checkbox"/> DESIGN: consider seasonal / neighborhood festival or event space





Mini Park Recommendations, cont.

	Edson Park	Water Spray Park
Primary Initiatives		<ul style="list-style-type: none"> <input type="checkbox"/> EVALUATE: need for more parking <input type="checkbox"/> EVALUATE: expansion <input type="checkbox"/> PLAN: increased safety measures <input type="checkbox"/> PLAN: feature updates <input type="checkbox"/> DESIGN: master plan, consider fencing around park, landscape treatments
Ongoing Initiatives		
Long-term Initiatives	<ul style="list-style-type: none"> <input type="checkbox"/> PLAN: stronger connections to adjacent multi-family residents <input type="checkbox"/> PLAN: color surfacing and play container curbing to add interest <input type="checkbox"/> DESIGN: consider enhanced park entry and identification <input type="checkbox"/> DESIGN: enhanced buffer between single-family residential (north) 	



Neighborhood Park Recommendations

	Lombard Lagoon	Old Grove Park	Southland Park
Primary Initiatives	<ul style="list-style-type: none"> ❑ DESIGN: play container to fit equipment or add equipment to fill ❑ DESIGN: consider bio-filter and/or treatment to reduce pollutants entering lagoons 	<ul style="list-style-type: none"> ❑ PLAN: remove west playground and replace with unique play experience 	<ul style="list-style-type: none"> ❑ PLAN: accessible route between baseball field and parking lot ❑ DESIGN: consider locating fan/player area for soccer above the swale in a drier location
Ongoing Initiatives	<ul style="list-style-type: none"> ❑ DESIGN: consider shoreline improvements and native planting enhancements 		
Long-term Initiatives	<ul style="list-style-type: none"> ❑ EVALUATE: return of skating to the lagoon ❑ EVALUATE: non-motorized boating rental and access ❑ DESIGN: consider expansion of fishing facilities ❑ DESIGN: Consider outdoor deck and/or plaza for warming shelter 	<ul style="list-style-type: none"> ❑ DESIGN: provide shelter and gathering area with views to water 	<ul style="list-style-type: none"> ❑ PLAN: upgrade of spectator areas at baseball field ❑ DESIGN: consider loop trail with fishing access ❑ DESIGN: consider shelter near playground
			

Neighborhood Park Recommendations, cont.

	Terrace View Park	Vista Pond Park	Westmore Woods
Primary Initiatives	<input type="checkbox"/> PLAN: improved access to playground and ball fields		
Ongoing Initiatives	<input type="checkbox"/> DESIGN: enhance classic park pastoral nature. Look for long views, framed views, and sculptural or architectural enhancements		<input type="checkbox"/> DESIGN: add planting at detention pond edges
Long-term Initiatives	<input type="checkbox"/> DESIGN: consider a picnic shelter <input type="checkbox"/> DESIGN: compliment school with play environment, outdoor classroom /outdoor lab at water's edge	<input type="checkbox"/> DESIGN: consider connection from sidewalk to loop trail and playground <input type="checkbox"/> DESIGN: consider fishing access and shoreline enhancement <input type="checkbox"/> DESIGN: consider fitness and/or interpretive stations along trail <input type="checkbox"/> DESIGN: consider shelter	<input type="checkbox"/> DESIGN: consider loop trail through wooded area <input type="checkbox"/> DESIGN: consider a challenge course <input type="checkbox"/> DESIGN: consider tree-house play concept or nature-based play



Community Park Recommendations

	Four Season Park	Lilacia Park	Lombard Common Park
Primary Initiatives	<ul style="list-style-type: none"> ❑ PLAN: address drainage issues ❑ PLAN: improve cabin area site amenities ❑ DESIGN: consider connecting the internal trail around the pond, provide access to the baseball fields ❑ DESIGN: provide buffer between west playground, parking lot, and pond 	<ul style="list-style-type: none"> ❑ PLAN: replace fountain mechanical system ❑ PLAN: review deck with plan and replace 	<ul style="list-style-type: none"> ❑ PLAN: improve access and amenities surrounding basketball courts ❑ PLAN: relocate bike racks to more appropriate areas ❑ DESIGN: provide loop and connection pathways to amenities ❑ DESIGN: consider baseball/softball shelter/core support area
Ongoing Initiatives		<ul style="list-style-type: none"> ❑ DESIGN: review Jens Jensen plan and consider proposing appropriate enhancements to park 	
Long-term Initiatives	<ul style="list-style-type: none"> ❑ EVALUATE: viability of cross-county skiing course ❑ DESIGN: consider improving buffer between Ken Loch ❑ DESIGN: consider soccer area shelter and core support space ❑ DESIGN: consider winter/skating improvements ❑ DESIGN: consider challenge course near cabin 	<ul style="list-style-type: none"> ❑ PLAN: improve greenhouse interface with park ❑ PLAN: improve library interface with park ❑ PLAN: commission a dog replacement sculpture ❑ DESIGN: consider landscape accent lighting ❑ DESIGN: add seating areas to the north 	



Community Park Recommendations, cont.

	Madison Meadows Park	Sunset Knoll Park
Primary Initiatives	<ul style="list-style-type: none"> <input type="checkbox"/> EVALUATE: structural integrity of large shelter <input type="checkbox"/> PLAN: replace tough timber system with more permanent playground container <input type="checkbox"/> PLAN: replace north playground <input type="checkbox"/> PLAN: add sports field lighting 	<ul style="list-style-type: none"> <input type="checkbox"/> EVALUATE: recreation center improvements <input type="checkbox"/> PLAN & DESIGN: remove TLC playground, consider obstacle course or other TLC amenity <input type="checkbox"/> PLAN: complete decorative paving in splash pad <input type="checkbox"/> PLAN: provide color coat and container around central play structure <input type="checkbox"/> DESIGN: parking efficiency
Ongoing Initiatives		
Long-term Initiatives	<ul style="list-style-type: none"> <input type="checkbox"/> EVALUATE: non-motorized boat access <input type="checkbox"/> PLAN: solidify disc golf greens with decomposed granite paving beneath. Improve tee signs <input type="checkbox"/> PLAN: repair or refurbish football storage building <input type="checkbox"/> DESIGN: consider improved practice/game turf in football area <input type="checkbox"/> DESIGN: consider adding restrooms on the south side of park 	<ul style="list-style-type: none"> <input type="checkbox"/> DESIGN: consider restrooms/warming hut near sled hill <input type="checkbox"/> DESIGN: provide landscape layering in core area.



Natural Areas Recommendations

	Broadview Slough	Western Acres Natural Area
Primary Initiatives →		
Ongoing Initiatives →		
Long-term Initiatives →	<ul style="list-style-type: none"> ❑ EVALUATE: fishing access and shoreline improvements ❑ EVALUATE: parking agreement with church on north end of park ❑ PLAN: aquatic improvements, dredging and restoration ❑ PLAN: establish as center of nature programming ❑ DESIGN: consider nature center ❑ DESIGN: consider boardwalk system, outdoor lab, and/or learning center ❑ DESIGN: consider ropes course ❑ DESIGN: consider bird watching amenities 	<ul style="list-style-type: none"> ❑ EVALUATE: land-swap with Forest Preserve, County or other related organization ❑ EVALUATE: wetland-banking operations ❑ PLAN & DESIGN: consider developing meaningful public access



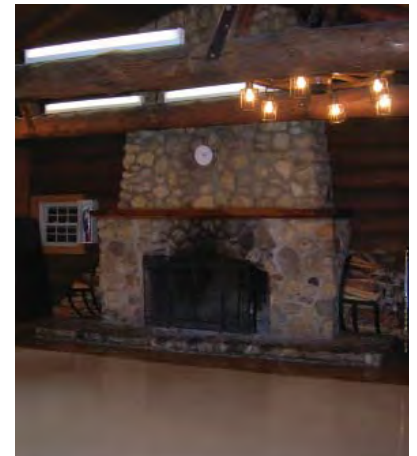


Existing Facility Strategies

Listed in the tables are recommendations for the Park District's existing facilities. Two buildings - the Administration Building and Pleasant Lane Gym - do not have any recommendations at this time.

Facility Recommendations

	Lilacia Park Coach House	Lombard Community Building	Lilacia Park Greenhouse	Four Season Log Cabin
Primary Initiatives				
Ongoing Initiatives				
Long-term Initiatives	<ul style="list-style-type: none"> ❑ Promote history of building with interpretive features ❑ Consider seasonal revenue generating concessions ❑ Create visual and functional relationship between library and coach house ❑ Create planting pockets around building 	<ul style="list-style-type: none"> ❑ Consider updating interior finishes throughout facility ❑ Consider establishing as culinary hub as the facility has the largest kitchen and could be used year-round ❑ Establish public-private programming opportunities 	<ul style="list-style-type: none"> ❑ Consider a demonstration showcase facility for District horticulture operations ❑ Consider making the greenhouse complex a museum to the Lilac through interpretation ❑ Consider alternative programming opportunity ❑ Collaborate with historical society and library for programming 	<ul style="list-style-type: none"> ❑ Create log timber covered seating area to expand offerings and enhance the cabin's setting ❑ Establish as center of nature programming ❑ Consider relocating ❑ Consider more rustic interior finish



Facility Recommendations, cont.

	Operations Center	Paradise Bay	Lombard Lagoon Warming Shelter	Administration Building
Primary Initiatives				
Ongoing Initiatives				
Long-term Initiatives	<ul style="list-style-type: none"> Consider additional programming such as a mechanics shop, graphics shop, or home improvements Promote and market graphic department to other park districts while being sensitive to private competing businesses Consider securing / screening outdoor service yard and storage 	<ul style="list-style-type: none"> Enclose slide pumps and pool heaters Consider more defined shade structures throughout deck area 	<ul style="list-style-type: none"> Continue to improve site drainage away from building Consider interior improvements until building envelope is replaced Consider the addition of a bait vending machine Consider thermal and functional window improvements Establish as center of nature programming 	<ul style="list-style-type: none"> Determine if additional office space is necessary for future staff



New Parks, Trails, and Facilities Strategies

The following recommendations are directly related to the level of service and service area analysis in Chapter 2 and the issues and considerations described in Chapter 3. This section is outlined by New Parks Recommendations, Indoor Recreation Center Strategies, Western Acres Strategies, and Trail Strategies.

New Parks, Trails, and Facilities Strategies

	Strategy	Justification	
		Inventory & Analysis	Needs Assessment
Primary Initiatives			
Ongoing Initiatives	<ul style="list-style-type: none"> Explore acquisition opportunities for Mini Parks in Planning Areas 2, 3, 7, 9, and 13. Explore land acquisition opportunities for Neighborhood Parks in Planning Areas 8, 9, and 13. Explore land acquisition opportunities to increase Community Park acreage. Explore land repurposing opportunities to increase Community Park acreage (adjacent acquisition, home vacancies, etc.) 	For justification for all strategies listed, see map to the right and the Level of Service Table below. Mini Parks are deficient in acreage by almost 19 acres while Community Parks are deficient by almost 108 acres. Neighborhood Parks are sufficient in terms of acreage; however, they are unevenly distributed and fail to serve Planning Areas 8, 9, and 13. Refer to the Neighborhood Park Level of Service map in the Inventory and Analysis Chapter for complete analysis.	
Long-term Initiatives			

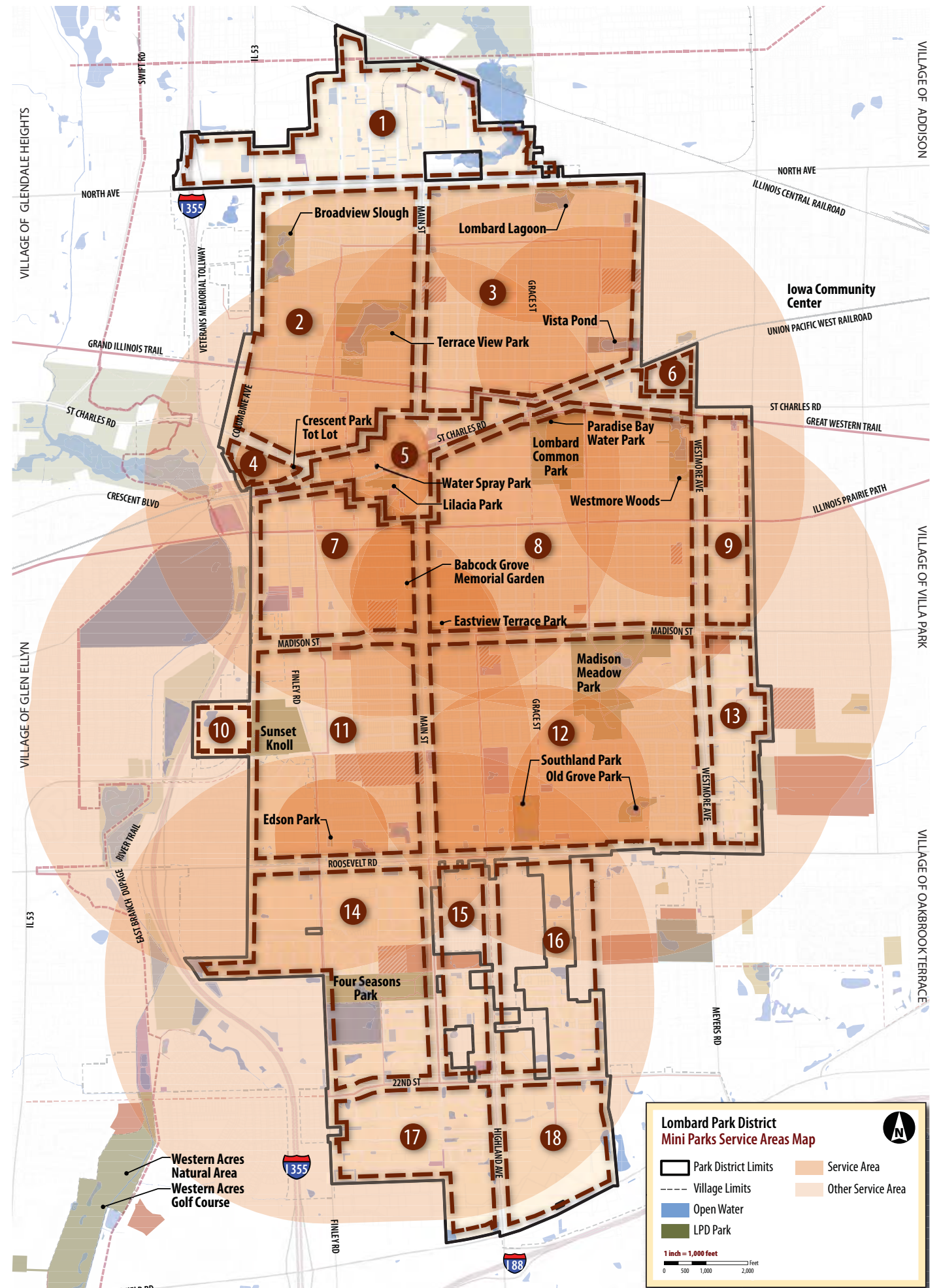
Population:

43,165

Level of Service - Acreage Owned and Leased

Classification	LPD Acreage (Total)	LPD Existing Level of Service (acres / 1,000 population)	IAPD/NRPA Recommended Acreage	IAPD/NRPA Recommended Level of Service (acres / 1,000 population)	Acreage deficiency / surplus (acre)
Mini Park	3.07	0.07	21.58	0.50	-18.51
Neighborhood Park	105.55	2.45	86.33	2.00	19.22
Community Park	216.04	5.00	323.74	7.50	-107.70
Total Parks	324.66	7.52	431.65	10.00	-106.99

Recommended acreage is based off the existing population of 43,165





Indoor Recreation Facility Strategies

- Deficient in indoor space by +/- 26,000 SF
- Adaptive reuse of school building at SKRC is limiting for active indoor recreation.
- Stakeholder meetings indicate an interest in indoor fitness, gymnasium space, and indoor court space.
- Focus Group meetings indicate an interest in indoor fitness, gymnasium space, and indoor court space.
- Survey programming related questions indicate adult fitness and water fitness as unmet and useful needs.
- Survey facility related questions indicate indoor running, weights, exercise, lap swimming, aerobics, leisure swimming, and therapeutic water as unmet and useful needs.

Preferred Strategy

STRATEGY

1

Construct new active recreation and fitness facility on existing District property and renovate SKRC facility for suitable purpose

Adapt SKRC to be all classroom-related space (early childhood, arts, and instruction). Construct new active recreation and fitness facility at different site

+ PROS

- Purpose-driven facilities
- Appropriate use of SKRC
- New facility has appropriate access and parking

- CONS

- Change in land use
- Split operational costs

- Consider the following park facilities

- Lombard Commons
- Four Seasons
- Madison Meadows
- Southland Park

(See appendix for preliminary studies)

NOTES

+

STRATEGY

2

Renovate SKRC facility into recreation center

Maintain existing structure and core systems. Provide gymnasium, track, and fitness. Improve classroom spaces. Improve control function. Improve parking

+ PROS

- Known destination / sports hub
- No acquisition needed

- CONS

- Limited parking
- Limited space for building expansions

STRATEGY

3

Demolish and rebuild at Sunset Knoll

Demolish SKRC. Replace existing function and expand active recreation and fitness

+ PROS

- Purpose-driven facility
- No acquisition needed

- CONS

- Limited parking
- Limited space for building



Western Acres Strategies

- Seasonal flooding is operationally challenging
- Loyal customer base is in place
- High traffic location seems untapped
- Clubhouse amenity is aging
- Minimal mention during stakeholder meetings of golf operations.
- Minimal mention during focus group meetings of golf operations.
- About +/-30% of households show a need with +/- 50% indicating needs are met in user survey.
- Ranks 7th in overall importance
- Improvements to clubhouse and course prioritized and supported by low percentage of respondents.

Preferred Strategy

STRATEGY

1

Maintain (as is) with minor clubhouse and drainage improvements and program expansions

+ PROS

- Conservative financial investment
- Opportunity to increase small events and lunch / dinner revenue
- Opportunity to increase public-private partnerships
- Quicker flood recovery

- CONS

- Continued flooding
- Continued limitations to event size

STRATEGY

2

Convert to open space / seek revenue opportunities

+ PROS

- Relieved of costs associated with flood damage
- Potential for revenue / land gains

- CONS

- Lost customer base
- Lost service
- Lost income

STRATEGY

3

Invest heavily in drainage and new clubhouse

+ PROS

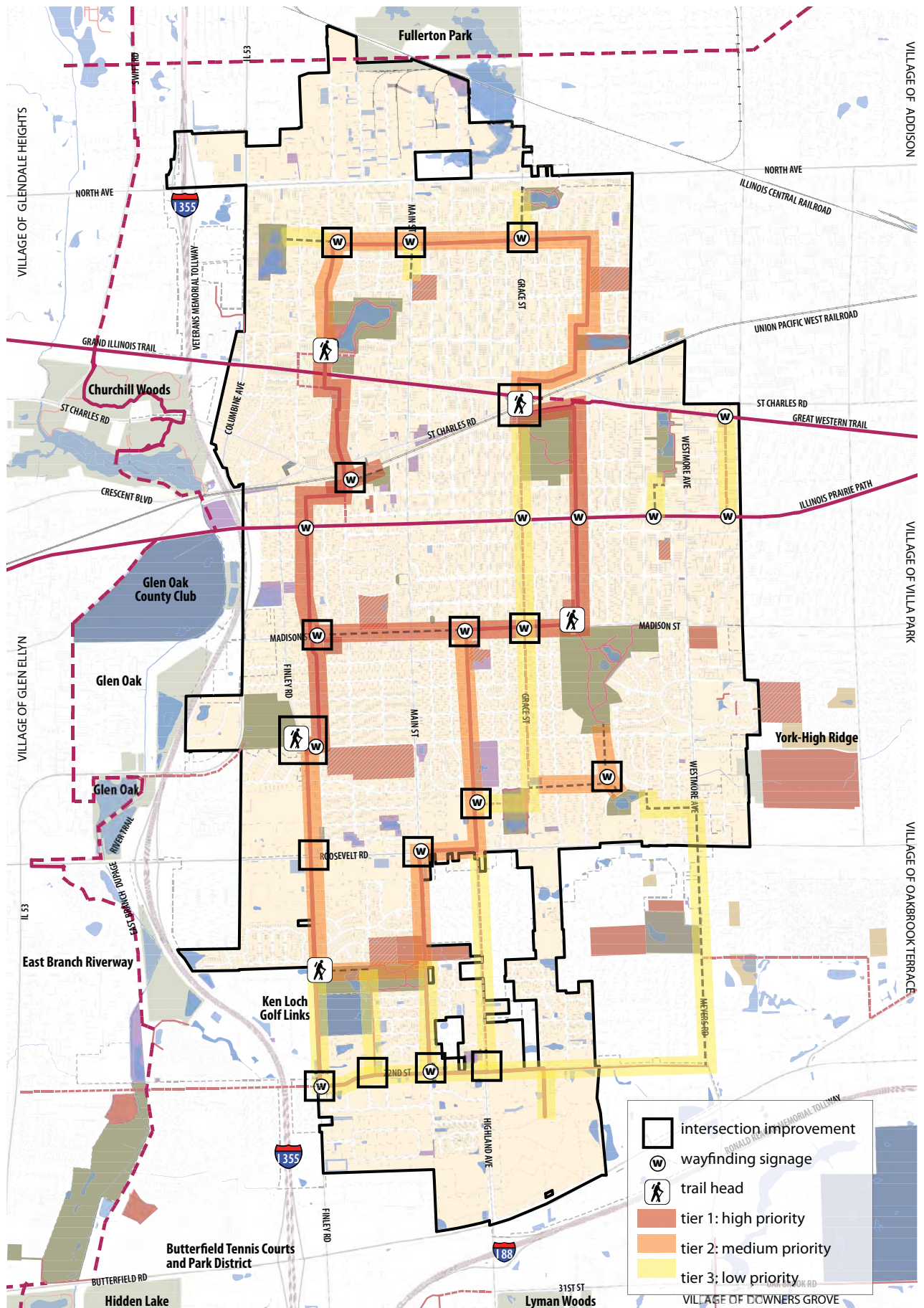
- Opportunity to improve offerings for small events
- Additional golf holes out of floodplain

- CONS

- Private event hosts nearby
- Costly

Trail Strategies

	Strategy	Justification	
		Inventory & Analysis	Needs Assessment
Primary Initiatives	<ul style="list-style-type: none"> Tier 1: Develop Lilacia Trail loop. Connect Lilacia Park, Sunset Knoll Recreation Center, Lombard Common Park, Madison Meadows Park, Terrace View Park and schools 	This trail would connect the major Park District and Village destinations.	69% of households need walking trails and 63% need biking trails.
Ongoing Initiatives	<ul style="list-style-type: none"> Establish design standards for identification and wayfinding signage and other trail amenities Collaborate with the Village on this initiative 	<p>Village plans call for design standards</p> <p>The Village of Lombard has existing bike and trail plans. This plan was used to develop the Park District's Master Plan recommendations</p>	
Long-term Initiatives	<ul style="list-style-type: none"> Tier 2: Connect Neighborhood Parks to Lilacia Trail loop Tier 3: Develop tertiary trail connections to remaining planning areas / assets 	<p>Would follow Village bike and trail plans</p> <p>Would follow Village bike and trail plans</p>	<p>69% of households need walking trails and 63% need biking trails.</p> <p>69% of households need walking trails and 63% need biking trails.</p>



Recreation Program Strategies

The following recommendations are directly related to Household Survey Results, Core Program Identification, Program Mix, Lifecycle Analysis, Age Segment Analysis, Current Program Assessment, Future Programs, and Marketing Approaches Review in Chapters 2 and 3.

Recreation Best Practices

A key to developing consistent services is the use of service and program standards. Several program standards have been put in place, however the majority of these standards deal with the certification of instructors. Having standards provides a more consistent service environment. As program growth continues, and as staff time permits, additional standards can be put into place throughout the entire recreation program system, such as customer requirements and program consistency. Examples of standards include:

- The instructor to participant ratios are appropriate for the participant to feel attended to and safely directed.
- Instructor must check that all class equipment/supplies are available and room setups are in place prior to start time.
- Instructor completes a 30-second site survey to look for potential hazards or safety concerns.
- Each instructor will be provided a tool kit or “instructor packet” that includes their class or program roster with phone numbers or email addresses, name tags for participants, customer evaluations to hand out to users, registration forms, a program guide, pertinent park information and emergency phone numbers, thank you cards for the instructor or program supervisor to give to participants at the end of the class, and an introduction sheet of what will be occurring in the program or class, how it will be conducted and what outcomes LPD hopes to achieve. Instructor should also check with participants to make sure roster information is accurate.
- Customer feedback methods are in place to seek input from participants on their expectations of the program and the results of their experience. These methods should include pre and/or post evaluations, focus groups, trailer calls, and general program surveys.
- Class, program curriculum, or work plans will be prepared by the instructor before the class or program is to begin and then signed off by the appropriate program supervisor within the recreation division.
- A class or program budget will be prepared for each activity and shared with the instructor or supervisor on how class monies are spent. Final budget results will be documented at the end of the program segment and then shared with the supervisor or manager.
- The general standard for class cancellation will be three business days before the class begins. This may include class combination.
- Holiday hours for facilities must be posted at least eight days in advance.

In addition to standards, efforts should be made to develop a listing of key customer requirements for core program/membership areas. Key customer requirements are defined as those areas of the program purchasing process that are most important to registrants. For example, an adult softball player's key requirements may include: cost of the league, quality of athletic field maintenance, cleanliness of restrooms, quality of the umpires, game times and location of the facility. Identifying key requirements is vitally important for staff to deliver the items most important to the customer. Key requirements should be identified by customers and can be included as part of an importance/performance matrix. This determines how important a requirement is to the customer and how the Lombard Park District is performing.





Program registration reports should be reviewed by core program or facility area and set up as cost centers in order to determine overall expense and revenue for the key areas. These reports should be done on a quarterly basis and condensed to a higher level of detail. Some areas closely track financial performance, while others do not. A robust measurement system generally includes a more comprehensive set of measures, including:

- Program capacity rate (ratio of total maximum enrollments for number of spots filled)
- Number of programs per age segment
- Customer satisfaction toward the registration system
- Facility utilization rate
- Program success rate (or cancellation rate)
- Cost recovery rates by core program area
- Number of new programs offered annually
- Household percentage of program participation
- Percent of programs in introduction and growth stage
- Market penetration by age group
- Customer retention, repurchase intent, and referral

Program Monitoring and Assessment

- The percentage of households that participate in recreation programs and services: Lombard (40%), Illinois (39%) and Nation (34%). Lombard's participation is achieved with less indoor space than other Illinois communities. Only 31% of households in Lombard rated their programs as excellent related to program quality. The Illinois average is 37%. This is a targeted improvement area.
- District staff should continuously monitor fee sensitivity and locations for programs and services as these are among the top reasons for participation. If specific programs are being cancelled, consider changing the location, program time and fee, as these are the top three participation barriers. Also consider focus groups to assist with program assessments.
- Consistently monitor and evaluate core programs. These are the foundation of recreation programs.
- Fitness programs (18%) and Early Childhood programs (14%) had the most offerings for 2012. Martial Arts (3%) and Golf (1%) had the lowest number of programs offered. Staff should continue to focus on implementing more fitness and wellness programs.
- Any program area in the decline stage should be repositioned or deleted. Staff should monitor programs in the mature stages to prevent a decline in registrations. Implementation of program enhancements is necessary to insure participant satisfaction.
- Development of a program capacity measurement process would help identify the percentage of actual number of registrants compared to the potential number of registrants available by core program areas. This can assist in the decision making process of repositioning decline stage programs.
- Other than current performance measures, the Household Survey can provide guidance in repositioning programs.
- In order to identify Lombard Park District trends, establish cost recovery goals at a core program level regarding registration numbers and financial performance. This should be reported and reviewed quarterly, and tracked year to year.
- Reviewing program percentage changes is helpful in determining the next step. Adult athletics had the largest percentage change from 2009 – 2011 at -23.4%. Implementing enhancements and changes is necessary to help the program area survive.

- Formulate a process using HHC Core Program Assessment which ensures the alignment of programs to future resident needs and the financial viability of programs.
- According to the 2013 Lombard Household Survey Results, the top three program areas the community has a high level of need for are Culinary programs, Nature programs/environmental education, and Adult fitness and wellness programs. Staff should review the 2013 Lombard Household Survey Results on page 10 of this Recreation Assessment for additional community programming needs.
- To assist with increasing Nature programs/environmental education, there may be an opportunity to cooperative ventures with the Forest Preserve District of DuPage County.
- Although adult fitness and wellness programs have the greatest number of offerings, there are still a substantial percentage of households who feel their need is not met. Staff should continue to expand programming in this program area due to community input. Nutritional and wellness offerings may help fill the need for both culinary and fitness types of programming.
- Hiring contractors to instruct classes in parks is a regional trend and can be a new revenue source for the District. This may include exercises like P90x or Insanity.

Marketing Approaches

- Have a Director's message in seasonal catalogs highlighting specific programs and/or event successes or highlighting upcoming programs/events in the current edition of the catalog. Currently the board president has a message, this message can also provide highlights if there is no director's message.
- Highlighting maintenance related projects staff have completed at parks/facilities. Providing education about sustainable practices the District follows and educating residents about sustainable practices they can implement at home.
- Creation of consumer advisory panels for specific user groups to meet with staff to review quality and opportunities for improvement in programs or services.
- Highlighting community relationships with affiliates, businesses, etc. Honor sponsors and volunteers at Board meetings.
- Adding customer testimonials about programs, projects or facility visits to the catalog/website can help brand and image.
- Adding home phone numbers on Board of Commissioner page can promote welcomed communication (currently, just email addresses).
- If a volunteer program is created, a "thank you" event promotes brand/image.
- Add press releases to website promoting park district highlights.
- Highlighting survey results and explaining the direction the district will go with this new information from residents.
- Highlight a specific park or two in each catalog, tell a brief history and future plans.
- Anything environmental or health/fitness related are hot topics. Promote what Lombard is already doing in these categories.
- Staff and Board speaker's bureau to present an overview of the District to community groups.





Activity Guide

- Differentiate programs for Active Adults and Seniors, including switching the current heading of Adults and Senior Programs in the Activity Guide. Programming for these individual age segments are becoming increasingly important as the population ages.
- Marketing for park and recreation agencies has become a vital area. In addition to the current full time staff member dedicated to marketing, adding a half time position can assist with additional support and the opportunity of being more strategic.
- A positive marketing tool to reflect the District's brand would be to create a new title for the Activity Guide.
- Construct a key in the Activity Guide that instructs readers on how to read information in the program guide.
- Use caution if considering eliminating a hard copy of the Activity Guide
- Review program titles. Customers generally look at the price first, then the program title when determining whether or not to register for a class. Developing more creative titles may help attract more registrations.
- Review program descriptions and make sure they include features, attributes, and benefits. Identify the "hook" that will entice people to register in each description.
- Include a reference box on the "birthday parties" page that includes brief rental information and a page number the information can be found on.
- Design more visually appealing and creative looking special event pages in the Activity Guide that includes photos from previous events. It would also be a good idea to market sponsors/partners for these events on these pages.
- Include phone numbers and/or email addresses for Administrative Staff as well as contact information for Recreation Staff. This promotes open communication and ease of accessibility for the District. In addition, promoting or highlighting a few program/instructional staff in each Activity Guide brings a personal and approachable touch to the programs. Positive customer testimonials are also an important form of marketing.

Website and Online Presence

- The Website can appear bland. An up to date calendar with scrolling events, images, contests, etc. can get users excited about the offerings. The addition of scrolling images with information regarding events and programs adds an interactive piece to a Website. Users click on the image or information and the link directs them to more information or directly to online registration.
- Online registration (31%) is higher than the Leisure Vision database of Illinois agencies (25%). Online registration will undoubtedly increase in the future, so continuous Website evaluation is needed to keep up with technology trends. An annual evaluation is recommended, including external customer feedback through focus groups.
- Adding photos or videos to pages on your Website can have a much quicker “sell” than the current text-only approach.
- To keep up to date with current technology trends, the applications and wireless application protocol (WAP) enabled Website Lombard has created can easily be viewed by smart phone and tablet users. The Google Map view on the Maps & Amenities section of the Parks/Facilities tab is a nice feature.
- Facebook and Twitter accounts currently keep the community informed and connected to the Park District. Other avenues to increase social media are Flickr and YouTube. These sites can display photos and videos.
- The use of an interactive program guide is a nice feature for users. A PDF version is also available for users who may want to print the guide if they have misplaced their original.
- Developing a volunteer program can create a sense of community involvement and has the ability to raise revenue while decreasing staff expenses. Using the Website once the program is further in development will help promote opportunities and share the benefits of the volunteer program.
- Incorporate Geographical Information System (GIS) with registration software to develop a demographic analysis with the use of visual maps.

Chapter Five: Implementation

Chapter Five: Implementation

Planning Actions

This chapter lists the action items required to complete the recommendations listed in Chapter Four. These items have been prioritized and targeted for action over the next 10 years, with emphasis on the first five years after plan adoption. Action items that are to occur on an annual basis are outlined in the box to the right and should serve as a yearly guideline for the Park District.

Time-sensitive action items are both listed below and outlined the timeline on page 107. The timeline for the first five years is then expanded to outline specific directives required to implement recommendations on page 108. These directive are guidelines and require an annual review to react to changes within the community, funding opportunities, and new Park District needs.

10-year Action Plan Outline

October - December 2013

- Adopt Comprehensive Plan
- Begin new Recreation Center site study
- Review Western Acres phase 2 drainage plan
- Develop refined program standards
- Retire programs in decline

2014

- Plan for 2015 Recreation Center funding / referendum
- Complete new Recreation Center site study
- Master Plan new Recreation Center and site improvements (location determined through site study)
- Master Plan Sunset Knoll Recreation Center renovation
- Plan for and implement new marketing approaches
- Plan for and implement Activity Guide recommendations
- Plan for and implement website and social media recommendations
- Plan for and identify key customer requirements
- Design, Engineer, and Construct Madison Meadows playground
- Construct Western Acres phase 2 drainage improvements

2015

- Secure new Recreation Center funding
- Design and Engineer new Recreation Center and site improvements
- Design and Engineer Sunset Knoll Recreation Center renovation
- Design, Engineer, and Construct Terrace View playground
- Design, Engineer, and Construct Old Grove playground

2016

- Construct new Recreation Center and site improvements
- Apply for a grant for trail priority group A

2017

- Construct Sunset Knoll Recreation Center renovations
- Implement new fitness and wellness programs at new Recreation Center
- Master Plan Broadview Slough
- Apply for OSLAD and IEPA grants for Broadview Slough
- Implement park improvement priority group A

2018

- Update Comprehensive Plan
- Consolidate class-room based programs to Sunset Knoll Recreation Center
- Design and Engineer Broadview Slough
- Design, Engineer, and Construct Lombard Common playground
- Design, Engineer, and Construct trail priority group A
- Construct Western Acres phase 3 improvements

2019

- Master Plan, Design and Engineer Lilacia Park Improvements
- Master Plan Madison Meadows improvements
- Apply for an OSLAD grant for Madison Meadows
- Design, Engineer, and Construct Madison Meadows
- Construct Broadview Slough

2020

- Implement new environmental education programs at Broadview Slough
- Construct Lilacia Park improvements
- Design, Engineer, and Construct Southland playground
- Apply for grant for trail priority group B

2021

- Implement park improvement priority group B

2022

- Update Comprehensive Plan
- Design and Construct trail priority group B

ANNUAL

Actions

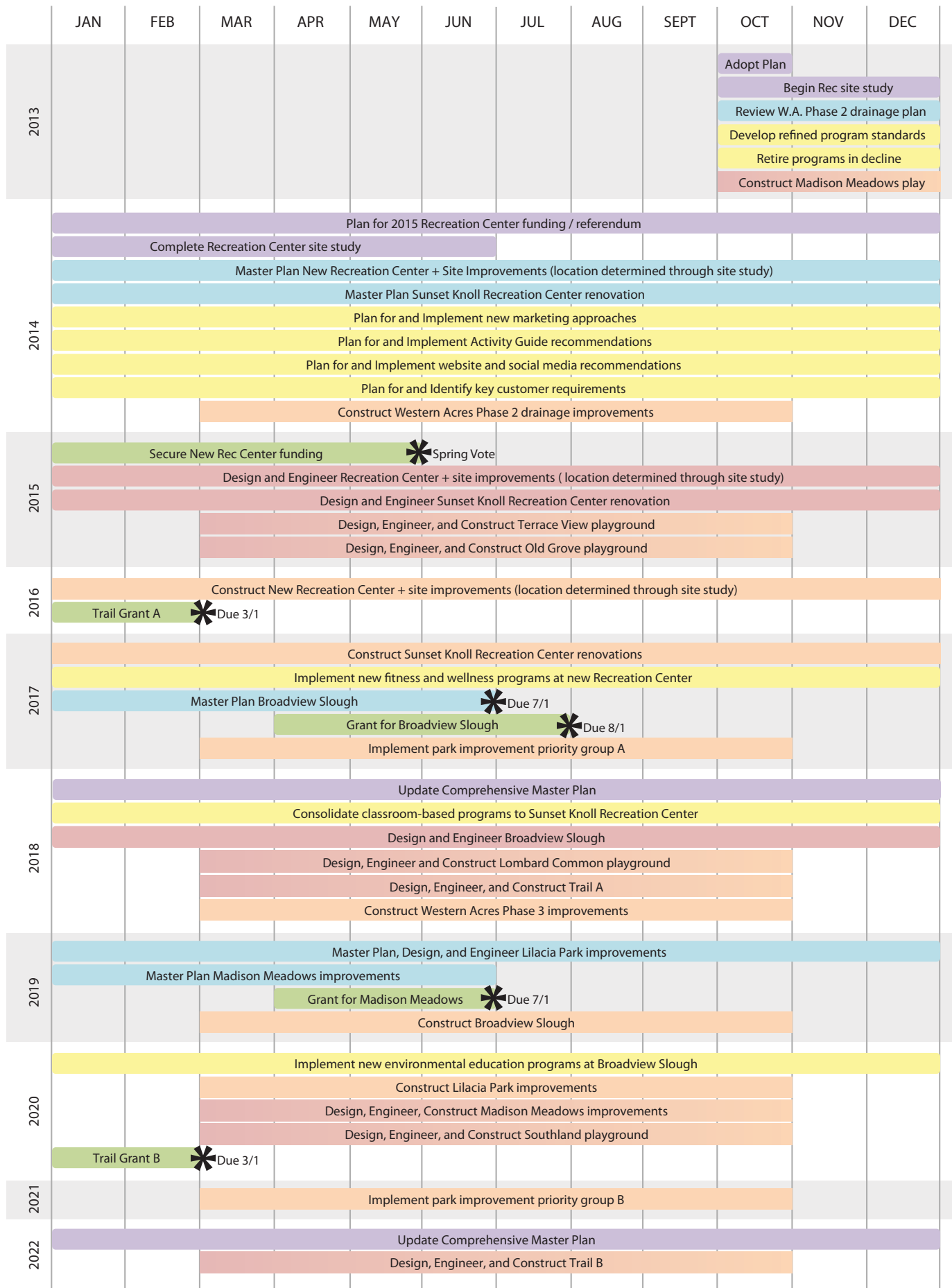
- Review Comprehensive Plan Action Plan
- Address ADA issues per transition plan
- Conduct playground and equipment upgrades per Capital Improvements Plan
- Explore practical land acquisition opportunities
- Monitor fees
- Evaluate core program sustainability
- Review cost recovery report (quarterly)
- Expand adult fitness and wellness
- Contract for specialized program instruction
- Review progress, validate priorities

TIMELINE

LEGEND

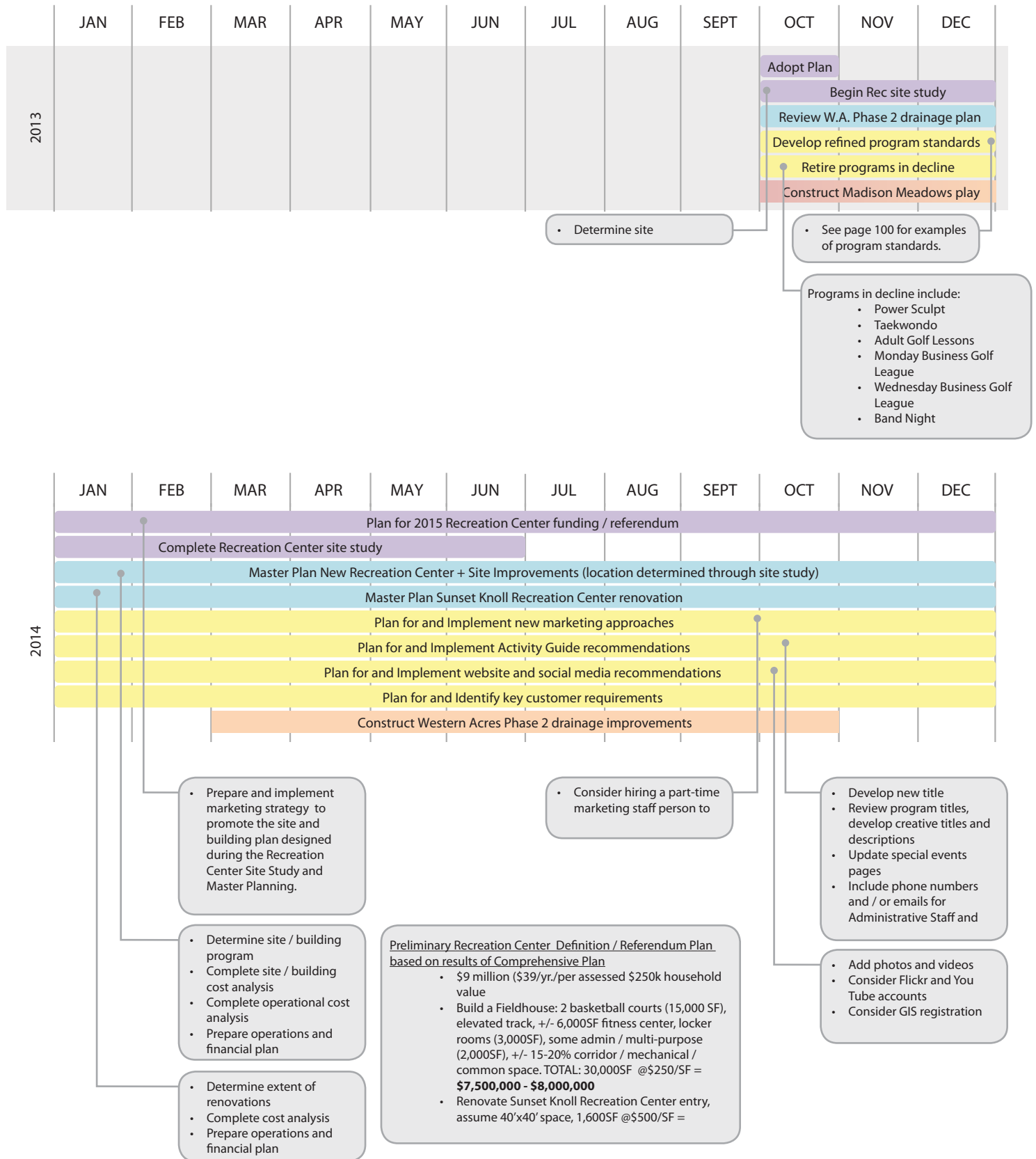
<div></div>	Plan	<div></div>	Design
<div></div>	Program	<div></div>	Construct
<div></div>	Master Plan	<div></div>	Fund

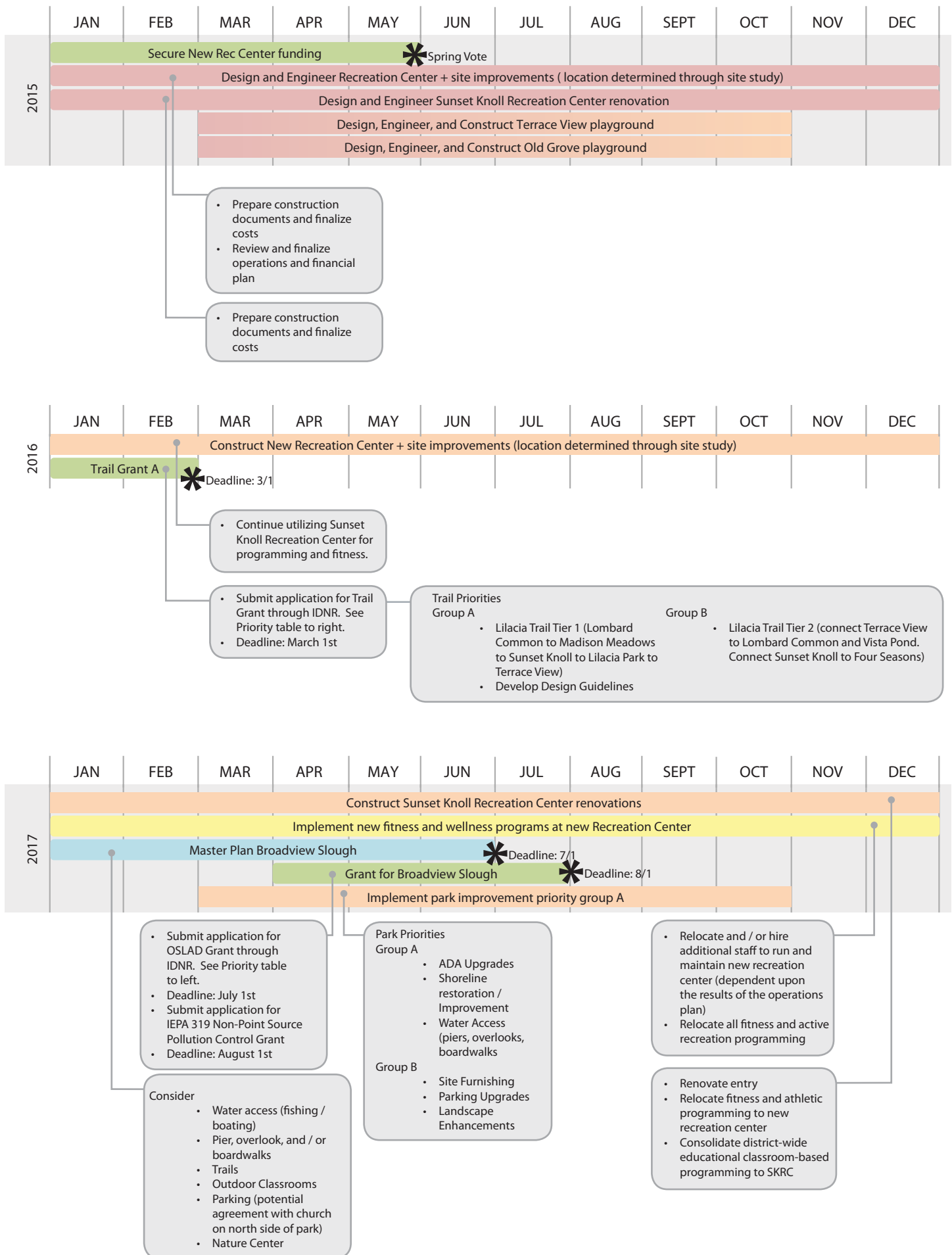
10-year Action Plan Projected Timeline



The First 5 Years

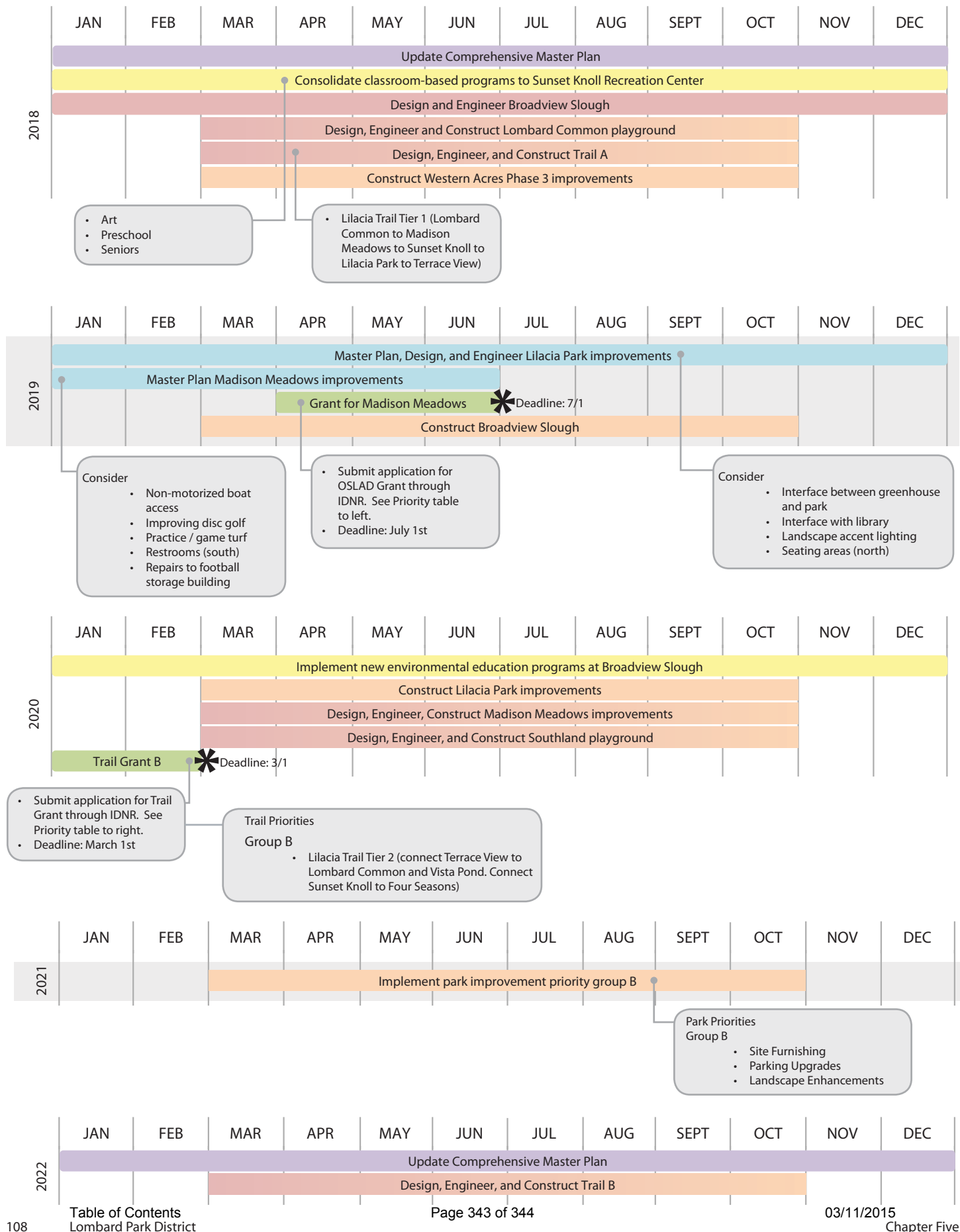
Timeline and Directives





Years 6-10

Timeline and Directives



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