



## Annual Budget

Cook County, Illinois

Fiscal Year

January 1, 2021 - December 31, 2021



# NORTHBROOK PARK DISTRICT



## **Annual Budget**

January 1, 2021 - December 31, 2021

### **Park Board of Commissioners**

Mary Ann Chambers – President

Lisa Chalem – Vice President

Matthew Curin – Commissioner

Penelope J. Randel - Commissioner

Michael Schyman – Commissioner

Jeffrey C. Simon – Commissioner

Michael Ziering – Commissioner

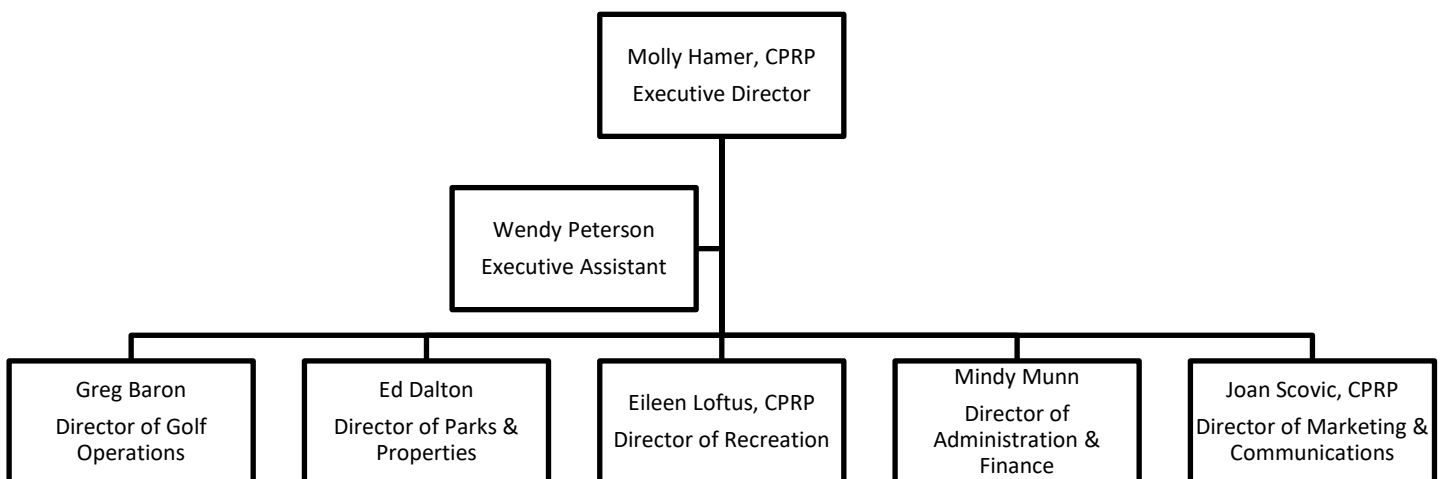
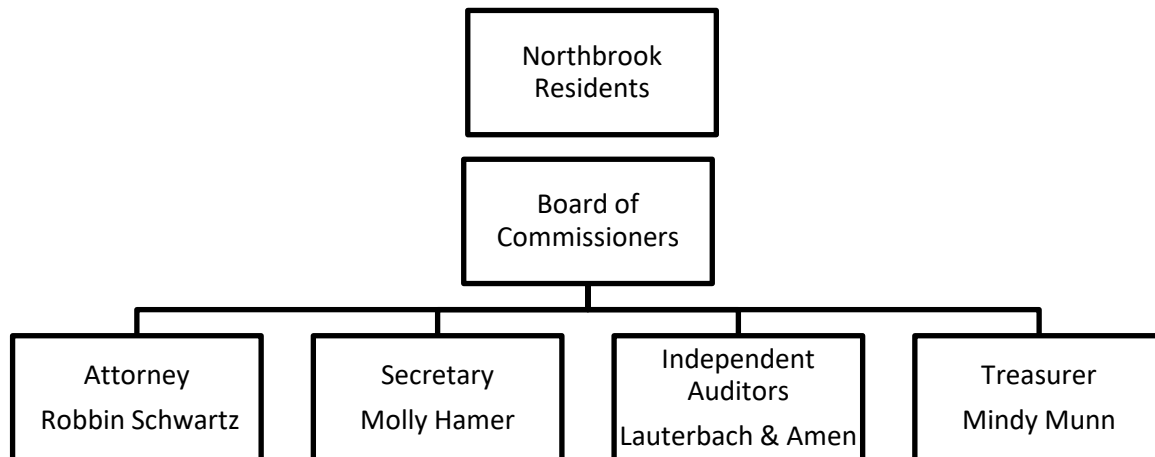
### **Joe Doud Administration Building**

545 Academy Drive  
Northbrook, Illinois 60062  
847-291-2960  
[nbparks.org](http://nbparks.org)



# NORTHBROOK PARK DISTRICT

## Organization Chart



# NORTHBROOK PARK DISTRICT



## Our Mission

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To enhance our community by providing outstanding services, parks and facilities through environmental, social and financial stewardship

## Our Vision

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To be recognized as a national leader in delivering innovative park and recreation services based on responsiveness, trust, and accountability to our community

## Our Guiding Principles

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### Building Strong Relationships and Community

We recognize the positive impact we have on people's lives and constantly strive to improve the quality of life for the people we serve.

We build meaningful and lasting relationships based on strong values, a common purpose and mutual respect.

We value diversity and actively seek people with different perspectives and experiences.

We support achieving balance in our professional and personal lives.

### Honesty and Integrity

We maintain the highest ethical standards.

We communicate honestly and transparently.

### Accountability and Respect

We strive to deliver results that add value to the community we serve.

We recognize that each of us has a choice in what we do and how we do it.

We learn from our mistakes and focus on continuous improvement.

### Professional Growth and Innovation

We support efforts that will enhance, educate and develop our employees.

We encourage creativity and innovation.

### Teamwork

We appreciate that all of us are more effective than any one of us.

We encourage collaboration and collective problem solving.

We create an integrated organization free of boundaries.

We embrace the diversity of our team.

### Pursuing Excellence

We believe our efforts make a difference as stewards of our community.

**We recognize that being good is simply not good enough.**



# NORTHBROOK PARK DISTRICT

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# NORTHBROOK PARK DISTRICT

## District Profile

<b>Established</b>	On June 29, 1927, the Northbrook Park District was formed with Commissioners Clarence Bartelme, Wallace Clore, J.W. Cooksey, E.D. Landwehr and Herman Meier, President. The first order of business was to appropriate a budget of \$1,800 for fiscal year 1927.
<b>Governed</b>	A seven-member, elected Board of Commissioners establishes Park District policy, strategic direction and governing ordinances. Commissioners are elected to serve staggered, four-year terms. The current Board consists of Mary Ann Chambers, President; Lisa Chalem, Vice-President; Matthew Curin, Penelope J. Randel, Michael Schyman, Jeffrey C. Simon, and Michael Ziering.
<b>Boundaries</b>	The Park District is located in northern Cook County, 26 miles north of downtown Chicago, Illinois. The District lies in Northfield and Wheeling Townships and is bordered by Deerfield and Highland Park on the north, Glenview on the south, Glencoe and Northfield on the east, and Wheeling on the west. In addition, hundreds of acres of Cook County Forest Preserves surround the District. The Park District serves all of Northbrook, as well as small portions of Deerfield and unincorporated Cook County.
<b>Population</b>	According to the 2010 census, the population of Northbrook is approximately 33,170, with 25,361 residents over the age of 18.
<b>Demographics</b>	<p>The District serves a highly educated, professional community of homeowners with an estimated median household income of \$95,665 and a median age of about 48.5 years (2010 Census).</p> <p>Park District programs and facilities provide important services to all residents of the community. Program offerings are regularly evaluated based on demographics and community feedback. In addition to our own programs, the District works with several affiliates to offer recreational opportunities including baseball, softball, hockey, soccer, biking and skating.</p> <p>To help families with financial need, the Park District offers scholarships for some camps and programs, working with Youth Services of Glenview/Northbrook to determine need. The 2021 budget for scholarships is \$15,000. The District also offers extended payment plans for program participation.</p>
<b>Real Estate</b>	The 2019 equalized assessed value (EAV) of real estate was \$3,000,974,422.
<b>Tax Rate</b>	The 2019 tax rate was \$.416 per \$100 of assessed value (5.5% of average real estate tax bill).
<b>Fiscal Year Budget</b>	The fiscal year begins on January 1 and concludes on December 31. The total budget for 2021 is \$28.9 million, with an operating budget of \$15.0 million, a capital improvement and repair budget of \$11.6 million, and a debt retirement budget of \$2.3 million.
<b>Debt Rating</b>	In February 2020 Moody's Investors Service reviewed and assigned a rating of Aaa to the District's General Obligation Limited Tax Park Bonds, Series 2020.
<b>Park Resources</b>	The Northbrook Park District services a population of roughly 33,170 residents and maintains 543 acres across a service area of approximately 13 square miles. The District holds title to 28 parcels including community parks, neighborhood parks, play lots and passive parks. Unique and premier facilities include the Ed Rudolph Velodrome (banked bicycle racing track), Heritage Oaks Golf Club,

# NORTHBROOK PARK DISTRICT

## District Profile

Techny Prairie Activity Center, Leisure Center, Senior Center, Northbrook Theatre, and the Northbrook Sports Center which contains two full-size indoor ice rinks. Recreational facilities include two outdoor swimming facilities, 36 holes of golf, practice range, two sled hills, dozens of baseball/softball and soccer fields, multiple courts and playgrounds, numerous picnic areas and trails and two fishing lakes.

**Programs/Services** The Park District provides a full range of indoor and outdoor activities. Major recreation programs include summer camps, ice skating, fitness, performing arts, athletics, preschool and aquatics. Annual special events include a Winter Carnival, Daddy-Daughter Dance, Holiday Breakfast (i.e. Bunny, Santa), Kids' Fishing Derby, Northbrook-On-Ice, Tuesday's in the Park (free outdoor concerts), Kids' Duathlon, Liberty Loop 5K, Touch-A-Truck, and Autumnfest. The Park District is affiliated with the Northern Suburban Special Recreation Association (NSSRA) to provide recreational activities and services for residents with special needs.

**Staff** The Park District has an appointed Executive Director responsible to the Board of Commissioners for the administration of the District. The 2021 budget includes funding for 68 full-time positions. Throughout the year the District also employs roughly 400 part-time, seasonal and temporary employees and hundreds of volunteers in four Divisions: Recreation, Parks and Properties, Golf Operations, and Administration and Finance.

**Affiliations** The Northbrook Park District is a member of the National Recreation and Parks Association (NRPA), the Illinois Park and Recreation Association (IPRA), and the Illinois Association of Park Districts (IAPD).

**Contact** Northbrook Park District, 545 Academy Drive, Northbrook, Illinois 60062  
Phone: (847) 291-2960, Fax: (847) 205-1154

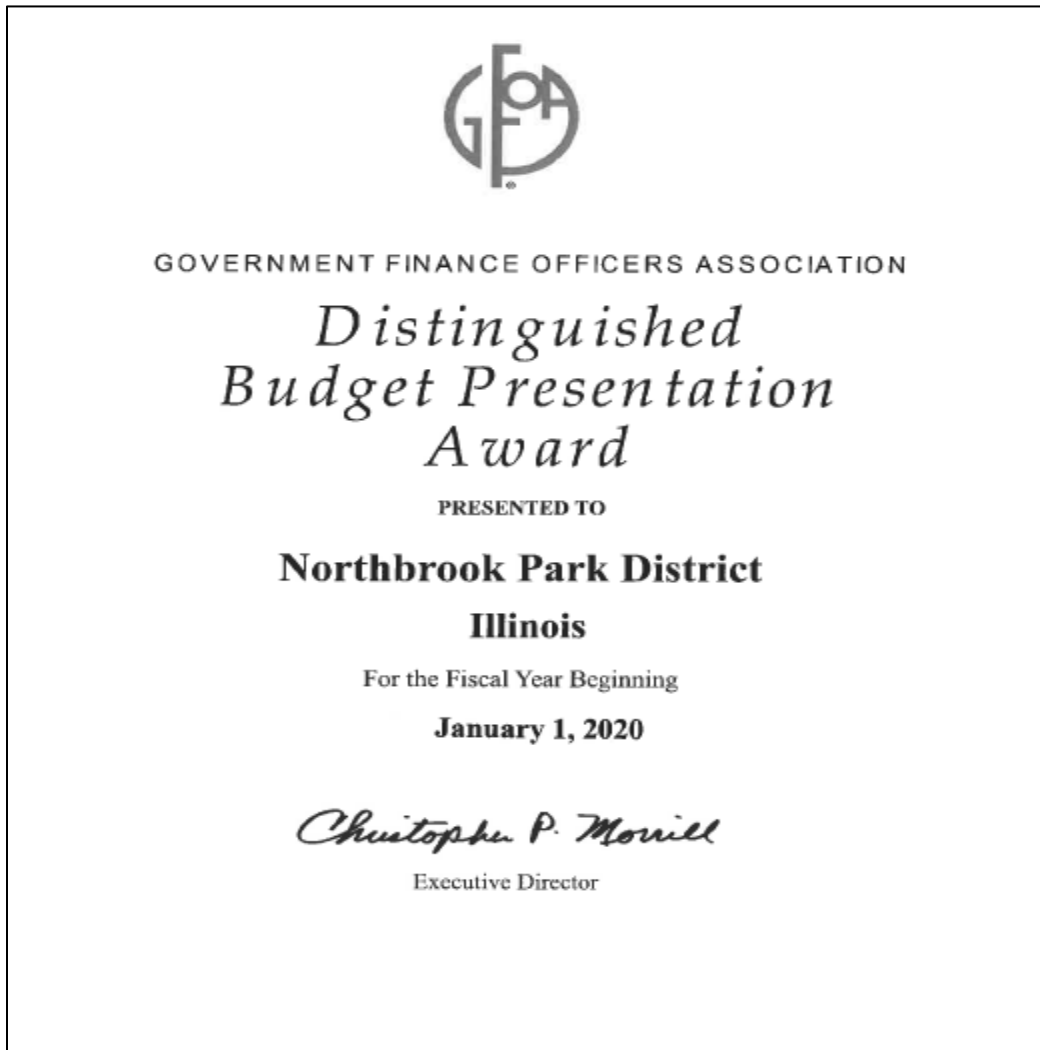
**Website** [nbparks.org](http://nbparks.org)



# NORTHBROOK PARK DISTRICT

## Budget Recognition

For the past 18 years, the Northbrook Park District has received a Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada (GFOA). The award is the highest form of recognition in government budgeting. The budget document is judged as a policy document, operations guide, financial plan and communications device.



February 22, 2021

Board of Commissioners  
Northbrook Park District  
Cook County, Illinois

Honorable Commissioners:

The operating budget of the Northbrook Park District for the fiscal year ending December 31, 2021 is presented for your review. This document reflects the District's comprehensive financial plan to provide parks, facilities and programs to residents and participants during the upcoming fiscal year.

The Budget is presented in three main sections: introductory, financial and appendices. The introduction includes this transmittal letter and general financial information including bond indebtedness and tax funding. The financial section includes analysis on a consolidated and divisional basis. Finally, the appendices include a detailed list of 2021 capital projects, historical tax rate information, operating/non-operating surplus by fund, individual fund performance and a glossary of budget terms.

#### **Comprehensive Master Plan Update**

The Board of Commissioners approved the Comprehensive Master Plan: Moving Forward 2026, in 2017. Based on community feedback and available resources, the Board prioritized the need for indoor space and golf course improvements.

In 2019, the District broke ground for construction of its new 44,000 square foot Activity Center located at Techny Prairie Park and Fields. The project totaled \$17.78 million and included a \$1.78 million grant from Illinois Clean Energy Community Foundation. The grant reimburses the District for costs incurred to achieve the Net Zero Energy building status. To date, the District has received \$493,000 from this grant. Techny Prairie Activity Center opened in late December.

Course renovations began shortly after the close of the 2019 golf season. The course was designed by Libertyville-based Jacobson Golf Course Design Inc., while RATIO Architects of Chicago designed the clubhouse. The 2021 budget includes roughly \$4.9 million for project completion. The course and clubhouse are scheduled to reopen in late summer 2021.

#### **Budget Highlights**

Operating revenue in 2021 is expected to rebound \$2.1 million to \$16.7 million compared to the 2020 year-end estimate yet drop \$2.6 million compared to the 2020 budget. The increase in revenue relative to the 2020 year-end estimate primarily reflects the addition of Techny Prairie Activity Center and Heritage Oaks Golf Club operations.

Last March COVID restrictions forced the District to close facilities and cancel programs. Management anticipates participation and revenue will continue to rebound as restrictions are lifted. Programs experiencing the largest overall drop in revenue compared to the 2020 budget include:

- Ice Skating – (\$1.2 million)
- Summer Camps – (\$1.1 million)
- Adventure Campus – (\$958,000)

The drop in skating revenue in 2021 is not only attributed to COVID but also largely due to the planned closure of Sports Center in 2021 to replace the roof and mechanicals.

# NORTHBROOK PARK DISTRICT

Revenue within the Golf Division is expected to increase \$1.2 million to \$1.7 million in 2021 compared to the 2020 budget. Specifically, revenue generated at Heritage Oaks from Classic 18 and Legacy 9 rounds is expected to exceed \$1.1 million. Range revenue at the new facility is also expected to contribute \$153,000 to the Division during the shortened season.

Revenue at the new Techny Prairie Activity Center is expected to total \$712,000, including \$416,000 from Fitness Center operations. Revenue generated within the new activity center primarily includes fitness memberships/passes (\$416,000), and fitness/athletic programs (\$227,000).

Operating expenses are expected to decrease \$2.8 million compared to the 2020 budget yet increase \$2.5 million compared to the 2020 year-end estimate. The decrease compared to the prior year budget reflects the current program and participant restrictions and overall decline experienced in program revenue. The increase in expenses compared to the year-end estimate reflects the reopening of the golf facilities later this summer and the addition of 44,000 square feet of indoor program space at Techny Prairie Activity Center.

The budget for capital projects in 2021 totals \$11.6 million and includes \$4.9 million in construction costs to complete the golf course renovations and clubhouse construction. For a complete listing of 2021 capital projects please refer to Appendix A.

Operating	2021 Budget	2020 YE Projection	2020 Budget	2019 Final	2018 Final
Revenue	\$ 16,667,534	\$ 14,610,052	\$ 19,266,746	\$ 20,210,789	\$ 18,818,929
Expense	14,939,708	12,179,989	17,475,966	15,382,485	15,066,128
<b>Operating Surplus</b>	<b>1,727,826</b>	<b>2,430,063</b>	<b>1,790,780</b>	<b>4,828,304</b>	<b>3,752,801</b>
Non-Operating Revenue	2,915,328	10,709,363	8,372,442	12,386,632	2,318,983
Capital Expense	(11,659,039)	(20,794,289)	(22,770,820)	(5,793,828)	(2,641,501)
Debt Expense	(2,263,328)	(2,303,230)	(2,285,963)	(2,301,948)	(2,062,189)
<b>Net Surplus</b>	<b>(9,279,213)</b>	<b>(9,958,093)</b>	<b>(14,893,561)</b>	<b>9,119,160</b>	<b>1,368,093</b>

Please refer to Appendix C for a reconciliation schedule detailed by fund for the consolidated table highlighted above.

## The Reporting Entity and its Services

The Park District provides recreational opportunities and services for the residents of Northbrook, located in Cook County, Illinois. These services include organizing recreational programs, maintaining park facilities and amenities, and managing capital improvement projects.

A Board of seven Commissioners, elected at-large by District residents, governs the Park District. Commissioners serve staggered four-year terms with elections every two years. The Board is responsible for the long-term direction of the District, establishing policies and appointing the Executive Director and Board Officers. The Board meets regularly on the fourth Wednesday of each month.

The Northbrook Park District divides its governmental operations into separate funds and account groups based on financial accountability. The accompanying budget document includes only those funds and account groups of the Park District. The District participates in the Illinois Municipal Retirement Fund (IMRF), the Northern Suburban Special Recreation Association (NSSRA), and the Park District Risk Management Association (PDRMA) but does not exercise financial accountability over those agencies; therefore, their annual budgets are not included in this report.

## Economic Condition and Outlook

A strong tax base is critically important for all taxing bodies to deliver essential public services to the residents and businesses of Northbrook. The District's mature tax base is expected to remain healthy, given a stable



# NORTHBROOK PARK DISTRICT

commercial/industrial presence and favorable proximity to the City of Chicago and suburban Cook County economic centers. The commercial/industrial sector comprises 34% of the tax base and includes major corporate entities, such as Westcoast Estates (Northbrook Court), Underwriters Laboratories, Inc., Crate and Barrel and CVS/Caremark. The remaining 66% of the tax base is residential, and much of the housing stock is high-value, single-family homes. The majority of the homes are valued in excess of \$500,000, and the 2010 median home value was 279% of the US median with resident income indices far outpacing state and national norms. Northbrook's unemployment rate at the end of 2019 was 2.8%, comparing favorably to the state of Illinois' rate of 4.0%.

The Village uses incentives to attract new businesses and retain existing businesses. The most frequently used incentive program for the Village is a Cook County 6B property tax incentive program, available for manufacturing, warehouse, and research facilities that are either expanding or occupying vacant buildings. The program reduces overall property taxes over the course of 12 years but increases to their normal levels in year 13.

Development impact fees are used to improve parks or purchase nearby parkland. The District received \$1.6 million during 2020, and \$96,000 in impact fees in 2019. The fees are included within non-operating revenue in the budget table on the previous page. Fees are used to offset a developments impact on the District's recreational facilities and are especially important when located in an underserved area. Efforts continue in the community to maintain and enhance existing commercial and industrial areas that support 34% of the tax base.

## Acknowledgments

The Divisional budgets included in this document are prepared as a management tool and are not legally required documents. Management uses this baseline to evaluate activities during the year to provide a balanced program of recreational activities for Park District residents. The Budget and Appropriation Ordinance, the legally required document, will be discussed in committee, during a public hearing and during an open Board session on March 31, 2021.

The 2021 Budget was assembled with the help of supervisors, managers, directors and support staff. The Division of Administration and Finance is responsible for final preparation, Budget and Appropriation Ordinance preparation, distribution and filing. The Annual Budget is reviewed continually throughout the year, and its preparation would not be possible without the efforts of the Park District staff and the support of the Board of Commissioners.

Respectfully submitted,



Molly Hamer, CPRP  
Secretary, Executive Director



Mindy J. Munn  
Treasurer, Director of Finance

# **NORTHBROOK PARK DISTRICT**

## **Comprehensive Master Plan**

### **Comprehensive Master Plan Overview**

In February 2017, the Board adopted the District's Comprehensive Master Plan, used to guide facility and program development decisions for the next five to ten years. The planning process, shaped by the community, covered five key phases: Analyze, Connect, Envision, Prioritize and Implement. The Plan compiles the results of the first four phases and use of the Plan will accomplish the final phase—Implementation.

The District allocated \$92,500 in the 2021 budget in order to update its Comprehensive Master Plan. A new community survey will be sent to Northbrook residents in 2021.

### **Purpose**

The purpose of the Comprehensive Master Plan is to:

- Assess existing parks, facilities and programs
- Determine community sentiment about existing services and facilities
- Identify park, facility and program needs
- Define strategic and measurable goals and objectives
- Provide an action plan to implement strategies over the next five to ten years

An important aspect of the comprehensive master planning process is obtaining feedback from the community. Relative to the existing master plan, a community survey was sent to Northbrook residents in 2015. Based on that input, program areas of focus as identified by residents included: adult fitness and wellness programming, active adult programs, indoor lap swimming, active outdoor recreation, nature and environmental programs, and increased choices for summer camp programs.

The opening of the new activity center in December addresses all indoor programming needs with the exception of the indoor pool.

### **Upgrade Existing and Consider Providing New Indoor Recreation Spaces**

New and improved indoor recreation space was listed as a high priority for nearly all community engagement participants. The community survey indicated that 58% would use a fitness and exercise facility if available. An indoor walking track was the highest indoor facility priority for community meeting participants, and stakeholders noted a need for a gymnasium, fitness/workout facility, indoor turf and multi-purpose space. Other ideas provided by stakeholders for indoor space were additional indoor ice, an indoor playground and an indoor driving range. Stakeholders noted that providing indoor recreation opportunities may attract younger families to the area. If the development of a new facility is not possible for the District on its own, residents appear to support public-private partnerships for implementation.

### **Maintain Existing Parks and Open Spaces**

Most (85%) households responding to the survey have used Northbrook Park District parks during the past 12 months, and 98% rate the parks as excellent or good. However, stakeholders did identify the necessity for improvements at Meadowhill Park, Sportsman's Country Club and Techny Prairie Park and Fields. Staff and Board also echoed the need to prioritize maintenance and upgrades to existing parks before investing in new properties.

### **Expand Walking/Biking Trails**

Like many other communities, walking and biking trails are an important need for the Northbrook community. Walking and biking trails are the highest priority for investment according to the community survey. Survey respondents also indicated that they would use walking and biking trails (71%), and 51% identified they would support the development of

# NORTHBROOK PARK DISTRICT

## Comprehensive Master Plan

new and/or connection of existing walking and biking trails throughout the District. At the community meetings, trails were the number one priority for attendees. Comments related to trails included build more trails, improve bike access to parks, connect bike path and fitness stations along paths. Stakeholders, staff and Board members also echoed the need for upgrades to and connections between existing trails and the development of new trails. Board members voiced the need to explore partnerships to implement new trail connections and other community engagement methods indicate the community would support this.

Golf course renovations in 2020/2021 specifically address feedback about maintaining assets that we own. Staff reviews its inventory of major assets annually.

As a result of the Comprehensive Master Plan, the District developed organizational strategies and actionable goals to accomplish over five to ten years.

### ***Comprehensive Master Plan Goals - Capital***

1. Improve and add indoor space to meet current and future needs for increased program and recreation opportunities.
2. Maintain and update existing assets to provide quality parks, facilities and trails that are attractive, safe, accessible, and compliant with codes and standards.
3. Establish new parks to address park and open space acreage and distribution deficiencies.
4. Establish a community wide trail and bike network to improve connectivity, outdoor fitness, and equitable access.

### ***Comprehensive Master Plan Goals - Operational***

5. Expand recreation opportunities to align with community interests, trends, and demographics.
6. Strengthen community relations to further build support, trust, and awareness.
7. Conduct operations with fiscal responsibility to maintain quality parks, facilities, and services in a sustainable fashion.
8. Explore partnership opportunities to leverage available and interested community resources to achieve mutually beneficial goals.

The District made significant progress toward completion of its goals during the first five years of this plan. The new activity center provides 44,000 of new indoor space for the District, while the course renovations and new clubhouse construction provide a needed face lift to an aging facility.



# NORTHBROOK PARK DISTRICT

## Budget Overview

### Guidelines and Processes

#### Introduction

The narrative and objectives in this document align with the Park District's mission to enhance the community by providing outstanding services, parks and facilities through environmental, social and financial stewardship. This detailed document explains the Budget and Appropriation Ordinance which appropriates all funds and is adopted after a public hearing, scheduled for March 31, 2021. The District will announce the time and location of the hearing up to one month in advance and make copies of the ordinance available for public inspection at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois. The Budget and Appropriation Ordinance is adopted before the end of the first quarter of each year and filed with the Cook County Clerk within 30 days of adoption.

Along with a certified copy of the Budget and Appropriation Ordinance, the District includes anticipated revenue during the fiscal year covered by the ordinance. The District's chief fiscal officer is responsible for certifying the revenue estimate. The ordinance outlines any probable expenditure of grant or development impact fees.

State law prohibits further appropriation at any time within the same fiscal year. After the first six months of the fiscal year, the Board of Commissioners has the authority to transfer items in any fund in the appropriation ordinance, with a two-thirds majority vote. Transfers cannot exceed 10% of the total amount appropriated for the fund or item that is having funds reallocated. The Board of Commissioners can amend the Budget and Appropriation Ordinance, using the same procedures followed when the ordinance was adopted.

The Park District uses a detailed line item budget for accounting, expenditure control and financial reporting with a modified accrual basis of accounting. Revenues are recognized when they become available and measurable; expenditures generally are recognized when liabilities are incurred. The modified accrual basis is identical to the basis of accounting used in the audited fund financial statements. The Park District compares year-end estimates, the prior year's budget and the proposed budget to ensure that baseline information used for comparison purposes is reasonable.

The Park District participates in the Illinois Municipal Retirement Fund (IMRF), the Northern Suburban Special Recreation Association (NSSRA), and the Park District Risk Management Agency (PDRMA). These organizations are separate government entities and therefore not included within this financial document.

#### Budget Planning Process

Preparation of the current year CIP and preparation of the operating budgets run concurrently to one another during the budget process. Planning began in the summer and resulted in a thoroughly researched list of recommendations based on public input when available, that was presented to the Board of Commissioners on November 18, 2020.

Detailed budgeting for program and operational budgets began in October, with several review meetings held with various levels of staff during December. The proposed operating budget is scheduled to be discussed with the Board of Commissioners on February 22, 2021. Board meeting agendas are posted at least 48 hours in advance. Board meetings are open to the public (for public comments) and announced up to four weeks in advance.

The schedule for the public meetings pertaining to the discussion and approval of the 2021 budget is as follows:

Date	Meeting	Matter
February 22, 2021	Committee Meeting	Review 2021 Annual Budget
March 15, 2021	Committee Meeting	Committee discusses Budget & Appropriation Ordinance
March 31, 2021	Public Hearing	Board hears comments from the public
March 31, 2021	Regular Board Meeting	Board considers Budget & Appropriation Ordinance

# **NORTHBROOK PARK DISTRICT**

## **Budget Overview**

### **Guidelines and Processes**

#### **Accounting System and Budgetary Control**

Budgetary control is provided by verification and approval of appropriation amounts prior to expenditures and monthly review of all individual account expenditures compared with budgeted appropriations. Management receives monthly reports detailing actual expenditures versus the budget on a monthly, year-to-date and year-end estimated basis to monitor the budget performance. The Administration and Finance Committee, consisting of three Board members, is responsible for reviewing all expenditures and approving District financial policies. In addition, the Administration and Finance Committee and Board of Commissioners review quarterly financial performance, comparing expense levels to budgeted amounts and other benchmarks.

Program fees and taxes are proposed each year to exceed general operating expenses. The resulting operating surplus, along with excess unrestricted reserves and debt management, comprises funding for the Park District's Capital Improvement Program. Capital improvements are discretionary spending, while operating expenses are driven by programs required by the community.

A combination of user fees, retail sales, interest income and taxes provide funds for services. Property taxes are one of the major sources of revenue for general operations. The property tax levy for operations traditionally has increased each year at roughly the rate of inflation.

During the year, idle cash is held in insured or collateralized Certificates of Deposit or U.S. Government Securities. Some funds are invested in a savings deposit account which provides a competitive rate of return while ensuring daily liquidity for the District throughout the year.

#### **Financial Policies**

A series of financial policies and procedures outlines processes for financial planning, treatment of revenue streams and control of expenditures. Each year the Park District is required to adopt an Annual Budget which is prepared, reviewed and presented to the Park Board. Facilities and other fixed assets are inventoried and assessed regularly to protect major capital assets.

#### **Balanced Budget**

Park District policy requires the District to adopt a balanced operating budget. Under normal conditions, operating expenditures are less than real estate taxes (excluding debt service) and fees for services. Any surplus from operations (General and Recreation Funds) is used to fund capital improvement needs. A deficit total budget would result only from discretionary spending approved by the Board for capital improvements. Larger capital initiatives are presented to the community in the form of separate public input meetings and include information on project funding.

#### **Long-Range Planning**

The District updated its 10-year comprehensive master plan in 2017. The plan considered current and future needs for programs, parks, land assets, amenities and facilities based on data analysis including trends, demographics, community preferences and feasibility. The plan provides staff with a set of objectives, strategies and action steps to address the current and future demands of the community. The District has allocated funds to update its master plan in 2021.

#### **Asset Inventory**

The Park District regularly updates and maintains its records of personal and real property owned. Major capital assets, including recreation facilities, support facilities, open recreation venues and vehicle fleet, are reviewed annually for repair proposals. Older facilities are reviewed to develop long-term plans for renovation or expansion. Master Plans for major park sites are conducted upon acquisition and as necessary to ensure space and amenities continue to meet the needs of

# NORTHBROOK PARK DISTRICT

## Budget Overview

### Guidelines and Processes

the residents.

#### **Diversity of Revenue**

The Park District is funded through real estate taxes and fees for services. The District has little or no control over the diversity of the tax base, except to participate in tax incentives from the Village or County to attract or retain business. Taxes are assessed twice per year – in the late winter and early fall. The Park District subscribes to a policy of varied fees for services.

#### **Fees for Services**

The Park District charges fees for recreation activities. Nonresidents may be charged a higher rate for participation. Program and activity fees are reviewed and adjusted as necessary to meet changing operating costs and/or market conditions. Staff may set fees higher than operating costs if there are additional indirect costs, such as operating maintenance, administrative overhead and use of capital assets. Fees for programs that do not cover all costs are reviewed regularly by staff.

#### **Infrequent Revenue**

The Park District occasionally receives revenue that cannot be relied upon for ongoing funding. Examples are grants, contributions to capital projects and development impact fees. The District explores grant opportunities each year in order to help defray costs of eligible capital projects. If grants or contributions are designated for a specific project, they are held for that project in the fund balance. Development impact fees are used to acquire property or upgrade nearby parks to provide services for new residents.

#### **Debt Issuance**

The real estate tax base supports facility improvements, while program fees support recreation activities. Therefore, the costs associated with acquiring and improving long-term, fixed assets are normally funded with the issuance of debt and/or surplus from operations. The District reviews its existing obligation structure and future liability levels prior to the consideration of any new debt issuance.

#### **Fund Balance**

The Park District intends to maintain a prudent level of financial resources, when possible, to protect against revenue shortfalls or unpredicted expenses. The Park District has a fund balance target equal to half a year's expenditure level for the General Fund. In addition, the policy specifies the maximum accumulation within the Debt Service Fund should not exceed the amount of the next principal and interest payment due.

#### **Expenditure Accountability**

The Park District regularly compares financial results to the budget. During each quarter of the fiscal year, Division revenue and expenses are reported and discussed with the Board. Program information, year-to-date revenues and expenses, and projected year-end results are provided by staff in advance, with explanations of variances and actions that are being taken or will be taken to bring the budget back into balance. Tracking of capital expenditures is also reported quarterly to the Board.

A detailed investment policy emphasizes safety of principal, authorized investments and collateralization of deposits. A Board policy that promotes inclusion of community businesses in purchasing opportunities is also in place.

# NORTHBROOK PARK DISTRICT

## Budget Overview

### Debt Position

#### Overview

Each year, the District invests its capital resources in projects that will help maintain and/or improve our existing infrastructure. The Board of Commissioners adheres to a policy that facility improvements will be provided from the real estate tax base, and program fees will support costs of operating the recreation activities. Therefore, costs associated with acquiring and improving long-term fixed assets are met with the issuance of debt and surplus from operations. The Park District reviews its existing obligation structure, current and projected surplus from operations, and future liability levels before making decisions to issue new debt. The Board reviews the statutory debt limit as part of any referendum considerations. Allocated real estate taxes received and debt retirements pass through the Debt Service Fund.

#### General Obligation Bond Indebtedness

The table below summarizes the total debt service requirements by year for the District.

Fiscal Year	2019 Series		2020 Series		Debt Service
	Principal	Interest	Principal	Interest	
2021	\$0.00	\$295,962.50	\$1,850,000.00	\$122,400.00	\$2,268,362.50
2022	0.00	295,962.50		66,900.00	362,862.50
2023	0.00	295,962.50		66,900.00	362,862.50
2024	0.00	295,962.50		66,900.00	362,862.50
2025	0.00	295,962.50		66,900.00	362,862.50
2026	0.00	295,962.50		66,900.00	362,862.50
2027	0.00	295,962.50	965,000.00	66,900.00	1,327,862.50
2028	0.00	295,962.50	995,000.00	37,950.00	1,328,912.50
2029	820,000.00	295,962.50	270,000.00	8,100.00	1,394,062.50
2030	1,105,000.00	263,162.50			1,368,162.50
2031	1,145,000.00	218,962.50			1,363,962.50
2032	1,195,000.00	173,162.50			1,368,162.50
2033	1,245,000.00	125,362.50			1,370,362.50
2034	1,300,000.00	75,562.50			1,375,562.50
2035	725,000.00	23,562.50			748,562.50
<b>Total</b>	<b>7,535,000.00</b>	<b>3,543,437.50</b>	<b>4,080,000.00</b>	<b>569,850.00</b>	<b>15,728,287.50</b>

The District has two bond series outstanding. The 2019 series totaled \$9.4 million, while the 2020 series totaled approximately \$5.9 million. Funds from both bond issues were used to construct the Techny Prairie Activity Center. The 2019 and 2020 bonds are fixed rate. Debt amortization for the 2019 issue is slow with only 20% of the principal scheduled to be repaid within 10 years. The structure of the 2020 bond issue has a shorter duration and provides flexibility for the District to fund additional projects beginning in 2022. The District's General Obligation Limited Tax bonds are secured by the District's pledge of any legally available funds.

Four commonly used indices for debt measurement are charted below: percent of legal debt limit, outstanding bonded debt per capita, general obligation debt as a percent of the equalized assessed value, and general obligation debt as a percent of the Park District's unrestricted fund balance.

Fiscal Year	G.O. Debt	Debt Margin <sup>1</sup>	Debt Per Capita	% of Equalized Value	% of Fund Balance <sup>2</sup>
2016/17	\$ 4,095,000	\$ 104,099,894	\$ 123.45	0.16%	38%
2017 (8 Months)	\$ 2,060,000	\$ 126,783,326	\$ 62.10	0.08%	13%
2018	\$ -	\$ 134,129,240	\$ -	0.00%	0%
2019	\$ 7,535,000	\$ 123,860,572	\$ 227.16	0.29%	45%
2020	\$ 11,615,000	\$ 138,433,721	\$ 350.17	0.39%	46%

<sup>1</sup>See debt limit calculation further down

<sup>2</sup>Refer to 2019 CAFR - Note 3

# NORTHBROOK PARK DISTRICT

## Budget Overview

### Debt Position

#### Debt Limit

The Park District's statutory debt limit is 5% of the Equalized Assessed Valuation of all taxable property located within the boundaries of the District. Bonds are not included in the computation of statutory indebtedness unless taxes levied to pay for such obligations are extended. Outstanding General Obligation bonds at the end of fiscal 2020 totaled \$11.6 million which has been included in the debt margin calculation below.

	<u>Amount</u>	<u>Percent</u>
2019 Equalized Assessed Valuation (EAV):	<u>\$3,000,974,422</u>	
Debt Limit @ 5% of EAV:	150,048,721	100.0%
Outstanding Debt:	<u>11,615,000</u>	<u>7.7%</u>
Debt Margin:	\$138,433,721	92.3%

The District's financial position continues to remain healthy today as evidenced by its strong bond rating (Aaa) and the various debt measurements listed above.

# NORTHBROOK PARK DISTRICT

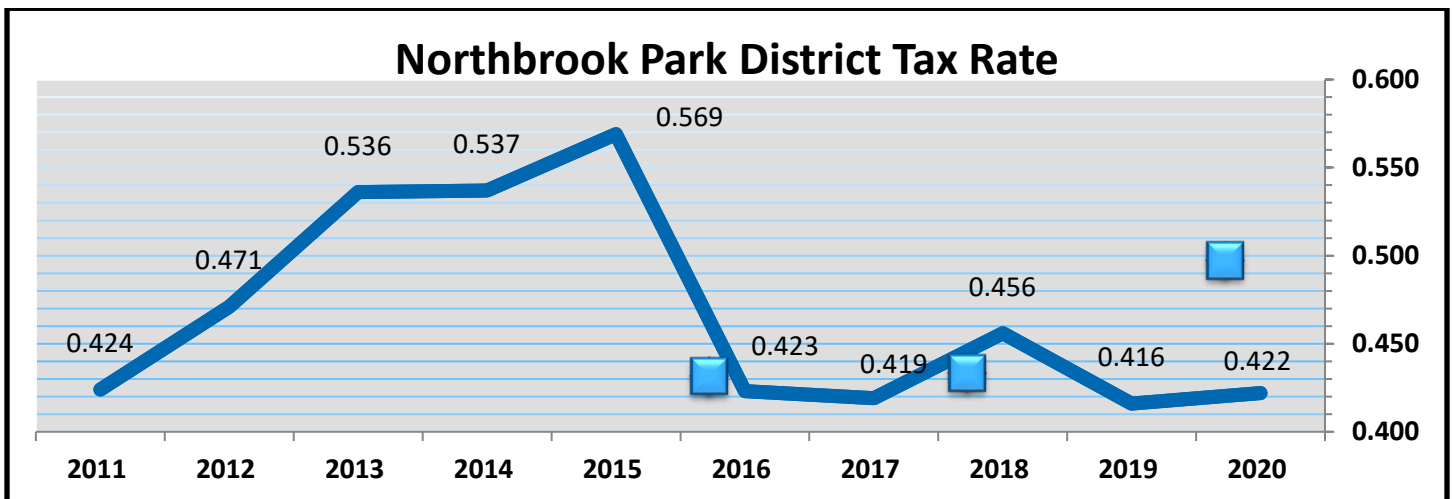
## Budget Overview

### Tax Levy & Rates

The chart in Appendix B provides a 10-year history of the District's equalized assessed valuation (EAV), tax levy and tax rates. Rate information for the 2020 tax year is estimated, as final tax rates are not yet available from the county. The District's property tax collection rate has averaged just over 97% over the past 10 years (source – December 31, 2019 CAFR).

The 2020 Tax Levy Ordinance, which details the property tax request by fund, was presented and approved by the Board of Commissioners on December 16, 2020. Levy amounts for each tax rate are extended against the equalized assessed valuation to determine the tax liability. The District is subject to two sets of tax limits: rate limits on the maximum rates that can be levied for a particular purpose, and tax caps which limit the total dollar increase in the levy to the lesser of 5% or the Consumer Price Index (CPI) as published by the Illinois Department of Revenue, excluding new construction/annexation. If the levy exceeds the rate limitation, the extension is reduced to the statutory limit. New construction is not subject to the limitations imposed by tax caps. It has been the practice of the District to increase its levy extension slightly above the CPI limits in order to capture any new valuation growth.

As the chart below reveals, rates have fluctuated rather dramatically over the 10-year period. The rate dropped in levy year 2016 reflecting the retirement of the District's referendum debt in November of that year. The debt retirement reduced the District's total levy by approximately \$1.6 million.



With the exception of the retirement of referendum debt in 2016, much of the reason for the movement in rates comes from the relationship between the rate of growth or contraction in property values and the annual change in the rate of inflation as measured by CPI. Because the District's annual aggregate tax extension is capped (excluding Special Recreation & Debt Service extension), if property values contract (or if the growth rate is less than CPI) and CPI is positive for the given tax year, the tax rate for the District likely will increase. The opposite scenario (higher growth rate than the change in CPI) will yield a decrease in tax rates.

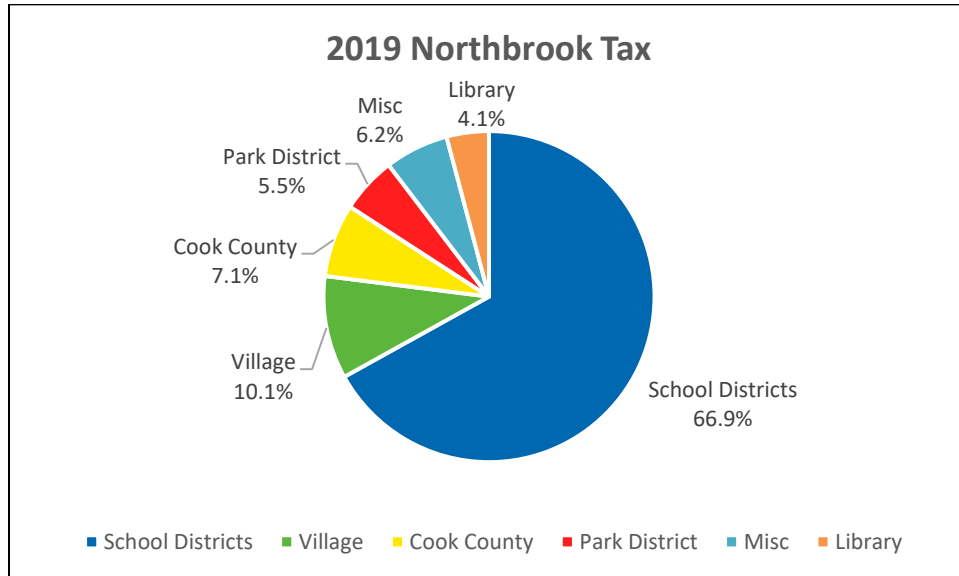
Based on the estimated tax rate for the 2021 budget, the average homeowner will pay approximately \$670 in property taxes to the District (using the 2010 census estimated median home value of \$553,400). The District's tax rate represents approximately 5.5% of a resident's tax bill and could vary slightly depending on the school district for the property.

# NORTHBROOK PARK DISTRICT

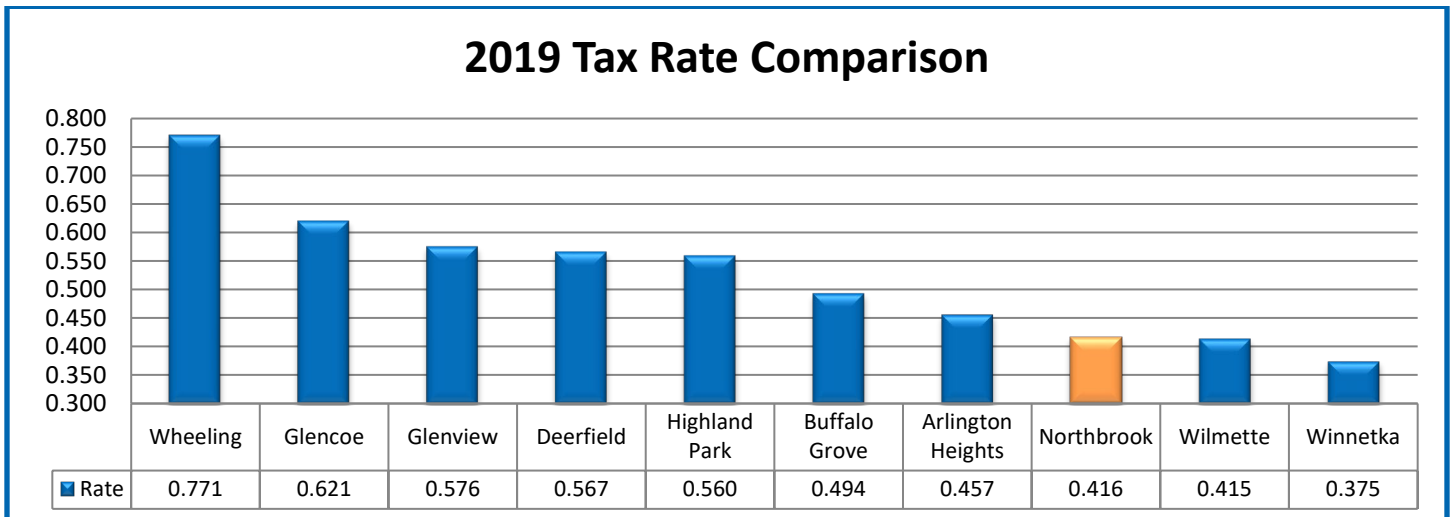
## Budget Overview

### Tax Levy & Rates

The allocation by taxing body of the 2019 Northbrook tax bill is presented below.



How the District's rate compares to other park districts nearby is another useful measurement for residents. The chart below compares the District's final 2019 tax rate to a handful of surrounding park districts.



The chart above reveals rates ranging from as high as 0.771/\$100 assessed value at Wheeling Park District, to as low as 0.375/\$100 assessed value at Winnetka Park District.



# NORTHBROOK PARK DISTRICT

## 2021 Consolidated Budget

### Overview

The District's consolidated budget is presented in three different formats. The goal is to provide relevant information to the individual reader, since users of budget documents can reflect a broad spectrum of types and interests.

### Major/Non-Major Funds

The table below summarizes the 2021 budget based on the District's major and non-major funds. This report format is used to present the results in the District's audited financial statements or Comprehensive Annual Financial Report (CAFR). The funds identified as Major include the General, Recreation and Debt Service funds. In this presentation, the General Fund also includes the activity of the following individual funds: Museum, Paving and Lighting, Social Security, Illinois Municipal Retirement Fund (IMRF), Liability and the Audit fund. The District's only Non-Major fund is its Special Recreation Fund. It should be noted that the District's fund structure includes only governmental funds.

FY 2021	Major			Non-Major	
	General	Recreation	Debt Service	Special Rec	Total
<b>Revenue</b>					
Taxes	\$ 6,909,100	\$ 2,600,000	\$ 2,263,328	\$ 950,000	\$ 12,722,428
Daily Fees	-	1,649,883	-	-	1,649,883
Program Fees	-	2,503,923	-	-	2,503,923
Memberships	-	458,077	-	-	458,077
Facility Rentals	-	1,201,126	-	-	1,201,126
Retail Sales	-	114,061	-	-	114,061
Investments	75,000	-	-	-	75,000
Other	719,305	139,059	-	-	858,364
<b>Total Revenue</b>	<b>7,703,405</b>	<b>8,666,129</b>	<b>2,263,328</b>	<b>950,000</b>	<b>19,582,862</b>
<b>Expenditures</b>					
Salaries & Wages	2,849,247	4,226,207	-	-	7,075,454
Benefits	1,871,116	689,716	-	-	2,560,832
Contractual	1,311,072	1,597,142	640	798,437	3,707,291
Repairs	80,800	96,950	-	-	177,750
Supplies	414,111	798,411	-	-	1,212,522
Debt Service	-	-	2,329,562	-	2,329,562
Capital	11,601,039	-	-	58,000	11,659,039
Other	62,550	77,075	-	-	139,625
<b>Total Expenditures</b>	<b>18,189,935</b>	<b>7,485,501</b>	<b>2,330,202</b>	<b>856,437</b>	<b>28,862,075</b>
<b>Excess Revenue</b>	(10,486,530)	1,180,628	(66,874)	93,563	(9,279,213)
Operating Transfer	1,113,754	(1,180,628)	66,874	-	-
<b>Total</b>	<b>1,113,754</b>	<b>(1,180,628)</b>	<b>66,874</b>	<b>-</b>	<b>-</b>
<b>Net Surplus (Deficit)</b>	<b>(9,372,776)</b>	<b>-</b>	<b>-</b>	<b>93,563</b>	<b>(9,279,213)</b>

# NORTHBROOK PARK DISTRICT

## 2021 Consolidated Budget

### Individual Funds – Fund Balance

The consolidated budget also is presented for each individual fund. While the General Fund in the preceding table combined its results with other funds (i.e., Museum, Paving, Social Security, IMRF, Liability and Audit), the next table deconstructs those results and presents the 2021 budget for all individual funds, as well as its estimated beginning and ending fund balances.

*Note:* The 2021 budgeted surplus/(deficit) generated from the Recreation and Capital funds will be transferred to the General Fund at the close of the fiscal year. Unrestricted reserves (General/Recreation/Capital) are projected to decrease approximately \$8.5 million to \$7.0 million at the end of 2021 as highlighted below. The District issued \$5.9 million in bonds in early 2020 in addition to the \$9.4 million issued in 2019. The proceeds were used to fund the construction of the Techny Prairie Activity Center. Funding for the golf project will come from reserves.

The District's unrestricted reserves are an important funding source for capital improvements. Year-end balances can fluctuate from year to year due to timing of debt issues and capital spending.

Funds	Balance 1/1/2021	Revenue	Expenditures	Surplus/(Deficit)	Balance 12/31/2021
General	\$ 15,568,748	\$ 6,576,805	\$ 5,312,557	\$ 1,264,248	\$ 16,832,996
Recreation		8,666,129	7,517,631	1,148,498	1,148,498
Capital Projects		500,000	11,453,039	(10,953,039)	(10,953,039)
Museum	47,501		47,501	(47,501)	-
Special Recreation	475,820	950,000	856,437	93,563	569,383
Paving & Lighting	114,644	152,000	148,000	4,000	118,644
Social Security	355,238	250,000	541,341	(291,341)	63,897
IMRF	572,763	100,000	404,647	(304,647)	268,116
Liability	641,151	100,000	292,994	(192,994)	448,157
Audit	7,185	24,600	24,600	-	7,185
Debt Service	(2,875)	2,263,328	2,263,328	-	(2,875)
Total	17,780,175	19,582,862	28,862,075	(9,279,213)	8,500,962

Please refer to Appendix F for additional financial information detailed by Fund.

### Divisional

Finally, the consolidated budget also is presented by function or Division of the District. Detailed analyses of the individual Divisional budgets and prior year results are included in the next section of this document.

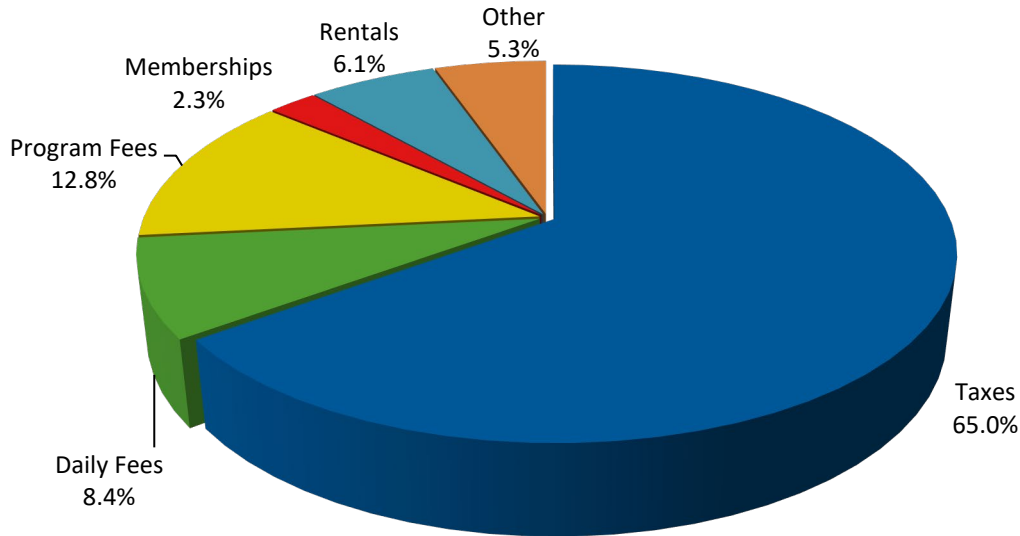
Division	Revenue	Expenses	Surplus/(Deficit)
Administration	\$ 12,940,519	\$ 6,033,952	\$ 6,906,567
Parks & Properties	76,214	4,212,966	(4,136,752)
Recreation	4,838,727	11,341,970	(6,503,243)
Golf	1,727,402	7,273,187	(5,545,785)
Total	19,582,862	28,862,075	(9,279,213)

Please refer to the Divisional Budget Analysis on pages 21-54 for additional information.

# NORTHBROOK PARK DISTRICT

## 2021 Consolidated Budget

### Consolidated Revenue



Revenue	2021 Budget	%	2020 Budget	%	2021 v 2020	2019 Final	2021 v 2019
Taxes	\$ 12,722,428	65.0%	\$ 12,705,240	58.7%	\$ 17,188	\$ 11,862,999	\$ 859,429
Daily Fees	1,649,883	8.4%	937,728	4.3%	712,155	2,339,057	(689,174)
Program Fees	2,503,923	12.8%	6,000,953	27.7%	(3,497,030)	5,365,448	(2,861,525)
Memberships	458,077	2.3%	282,340	1.3%	175,737	262,685	195,392
Rentals	1,201,126	6.1%	880,456	4.1%	320,670	1,281,086	(79,960)
Other	1,047,425	5.3%	832,471	3.8%	214,954	1,494,660	(447,235)
Total Revenue	19,582,862	100.0%	21,639,188	100.0%	(2,056,326)	22,605,935	(3,023,073)

Total revenue is expected to decrease \$2.1 million to \$19.6 million in 2021 compared to the 2020 budget. The District's newly renovated golf course is expected to reopen in late July and is expected to generate \$1.7 million in total revenue. Partially offsetting this increase is the expected reduction in skating/hockey program revenue as the Sports Center facility will be closed from May through September to replace the roof and other mechanicals.

Taxes are budgeted net of refunds and are expected to remain relatively flat compared to the 2020 budget. Property tax refunds totaled \$454,000 and \$357,000 in fiscal year 2020 and 2019, respectively. In addition to property taxes, the District is expected to receive \$182,500 in replacement taxes, down \$51,000 from 2020. These estimates are provided each year by the Illinois Department of Revenue.

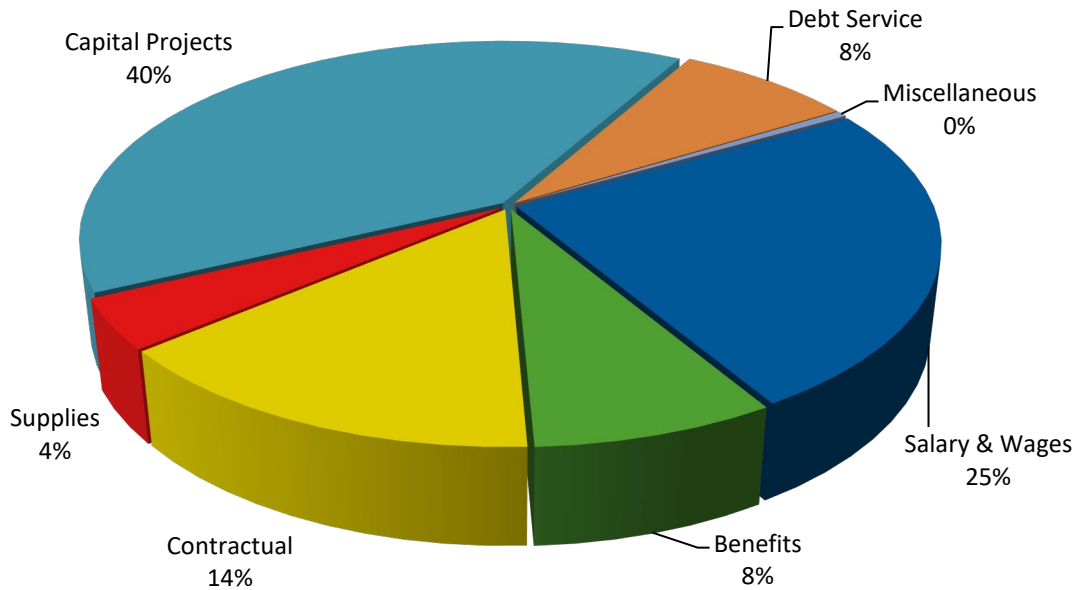
Daily fees are expected to partially rebound with the opening of Heritage Oaks Golf Club this summer. Green fees and range visits represent 56% or \$1.0 million of total daily admissions. Daily admissions for public skating at the Sports Center and at MAC pool primarily comprise the remaining total, capturing \$247,000 and \$187,000 in fees, respectively.

Next to taxes, program fees provide the second largest source of revenue to the District. Revenue is down \$3.5 million compared to the 2020 budget. Management expects participation and revenue will continue to rise as COVID restrictions continue to be lifted and as more of the population is vaccinated.

# NORTHBROOK PARK DISTRICT

## 2021 Consolidated Budget

### Consolidated Expenditures



Expenses	2021 Budget	%	2020 Budget	%	2021 v 2020	2019 Final	2021 v 2019
Salaries	\$ 7,075,454	24.5%	\$ 8,102,854	19.1%	\$ (1,027,400)	\$ 7,313,299	\$ (237,845)
Benefits	2,267,838	7.9%	2,595,008	6.1%	(327,170)	2,164,332	103,506
Contractual	4,178,035	14.5%	5,152,326	12.1%	(974,291)	4,406,929	(228,894)
Supplies	1,212,522	4.2%	1,544,749	3.6%	(332,227)	1,516,245	(303,723)
Debt Service	2,329,562	8.1%	2,195,963	5.2%	133,599	2,172,772	156,790
Capital Projects	11,659,039	40.4%	22,770,820	53.5%	(11,111,781)	5,793,829	5,865,210
Miscellaneous	139,625	0.5%	171,029	0.4%	(31,404)	110,862	28,763
<b>Total Expenses</b>	<b>28,862,075</b>	<b>100.0%</b>	<b>42,532,749</b>	<b>100.0%</b>	<b>(13,670,674)</b>	<b>23,478,267</b>	<b>5,383,808</b>

The 2021 consolidated budget captures all budgeted expenditures of the District, including capital projects. The District allocated approximately \$11.6 million or 40% of total expenditures to fund capital projects in 2021. The capital budget includes funding to complete the golf course renovations and clubhouse construction and replacing the roof and mechanicals at Sports Center. For additional project detail, please refer to the District's 2021 Capital Improvement Plan located in Appendix A.

Employee wages and benefits are projected to decrease \$1,027,000 and \$327,000, respectively, compared to the 2020 budget reflecting the reduction in full-time and part-time positions that occurred in 2020. As program revenue begins to return, management anticipates filling vacant full-time positions that were previously laid off due to COVID. Management was able to redirect full-time custodian positions to the Parks and Golf Divisions when facilities were closed last year.

Contractual expenses are projected to decrease \$974,000 to \$4.2 million in 2021. The decrease primarily reflects fewer programs being offered in 2021.

# NORTHBROOK PARK DISTRICT

## 2021 Consolidated Budget

	A	B	C	D	E	F	A-C		A-B	
						8 Month May 1-Dec 31 2017 Final	Budget Comparison	%	2021 Budget vs. 2020 Estimate	%
Consolidated	2021 Budget	2020 Estimate	2020 Budget	2019 Final	2018 Final					
Property Tax	\$12,539,928	\$12,021,442	\$12,471,442	\$11,627,922	\$10,878,409	\$4,200,942	\$68,486	0.5%	\$518,486	4.3%
Replacement Tax	182,500	210,147	233,798	235,076	189,082	126,825	(51,298)	-21.9%	(27,647)	-13.2%
Investment Income	75,000	461,118	300,000	632,297	320,097	128,825	(225,000)	-75.0%	(386,118)	-83.7%
Daily Fees	1,649,883	522,958	937,728	2,339,056	2,264,002	2,099,193	712,155	75.9%	1,126,925	215.5%
Program Fees	2,503,923	2,432,562	6,000,953	5,365,447	5,141,489	3,859,873	(3,497,030)	-58.3%	71,361	2.9%
Membership Fees	458,077	56,932	282,340	262,685	285,686	236,571	175,737	62.2%	401,145	704.6%
Rental Income	1,201,126	732,147	880,456	1,281,085	1,255,079	999,172	320,670	36.4%	468,979	64.1%
Retail Sales	114,061	90,659	88,925	345,776	324,307	258,739	25,136	28.3%	23,402	25.8%
Miscellaneous Income	858,364	2,542,114	443,546	516,584	479,760	406,038	414,818	93.5%	(1,683,750)	-66.2%
<b>Operating Revenue</b>	<b>19,582,862</b>	<b>19,070,079</b>	<b>21,639,188</b>	<b>22,605,928</b>	<b>21,137,912</b>	<b>12,316,178</b>	<b>(2,056,326)</b>	<b>-9.5%</b>	<b>512,783</b>	<b>2.7%</b>
Salaries & Wages	7,075,454	5,803,567	8,102,854	7,313,297	6,993,958	5,178,797	(1,027,400)	-12.7%	1,271,887	21.9%
Employee Benefits	2,267,838	2,085,238	2,595,008	2,164,331	2,212,530	1,508,607	(327,170)	-12.6%	182,600	8.8%
Contractual Services	4,000,285	3,333,743	4,988,376	4,257,513	3,956,844	2,814,515	(988,091)	-19.8%	666,542	20.0%
Repair & Maintenance	177,750	112,886	163,950	149,414	162,041	57,949	13,800	8.4%	64,864	57.5%
Supplies	1,212,522	839,510	1,544,749	1,516,243	1,574,832	1,239,453	(332,227)	-21.5%	373,012	44.4%
Miscellaneous	139,625	92,958	171,029	110,861	181,456	231,370	(31,404)	-18.4%	46,667	50.2%
Transfers	0	0	0	0	(35,534)	(231,370)	0	0.0%	0	0.0%
Debt Service	2,329,562	2,215,317	2,195,963	2,172,772	2,082,189	2,079,226	133,599	6.1%	114,245	5.2%
<b>Operating Expense</b>	<b>17,203,036</b>	<b>14,483,219</b>	<b>19,761,929</b>	<b>17,684,431</b>	<b>17,128,315</b>	<b>12,878,547</b>	<b>(2,558,893)</b>	<b>-12.9%</b>	<b>2,719,817</b>	<b>18.8%</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,379,826</b>	<b>4,586,860</b>	<b>1,877,259</b>	<b>4,921,497</b>	<b>4,009,597</b>	<b>(562,369)</b>	<b>502,567</b>	<b>27%</b>	<b>(2,207,034)</b>	<b>-48.1%</b>
Bond Proceeds	0	6,249,337	6,000,000	9,991,494	0	0	(6,000,000)	-100.0%	(6,249,337)	-100.0%
Capital Projects	(11,659,039)	(20,794,290)	(22,770,820)	(5,793,826)	(2,641,501)	(2,675,865)	11,111,781	-48.8%	9,135,251	-43.9%
<b>Other</b>	<b>(11,659,039)</b>	<b>(14,544,953)</b>	<b>(16,770,820)</b>	<b>4,197,668</b>	<b>(2,641,501)</b>	<b>(2,675,865)</b>	<b>5,111,781</b>	<b>-30.5%</b>	<b>2,885,914</b>	<b>-19.8%</b>
<b>Net Surplus/(Deficit)</b>	<b>(9,279,213)</b>	<b>(9,958,093)</b>	<b>(14,893,561)</b>	<b>9,119,165</b>	<b>1,368,095</b>	<b>(3,238,234)</b>	<b>5,614,348</b>	<b>-37.7%</b>	<b>678,880</b>	<b>-6.8%</b>

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Administration**

#### **Divisional Overview**

The Division of Administration and Finance establishes and maintains a system of strong financial controls, manages and maintains the District's technology infrastructure, administers human resources policies and procedures, and provides multifaceted marketing and communication material for the Northbrook Park District, while providing administrative and operational support to other Park District Divisions.

#### **General Responsibilities**

The Division of Administration and Finance is responsible for the management of the District's financial, human resources, information systems and marketing and communications activities. The Division's budget includes property tax receipts, grants, development impact fees and investment income. The Division's expenditures include administrative operating and support expenses, the capital repair and improvement program (excluding Golf Operations) and expenses associated with special revenue funds. Funding is derived from the General and Recreation Funds. In addition to the General Fund, the Division manages the performance of the special revenue funds, including: Recreation, Debt, Social Security, Employee Retirement (IMRF), Liability Insurance, Special Recreation, Paving and Lighting, Audit and Museum Funds.

#### **Accounting/Finance**

##### **Administration**

Administration develops, recommends and implements long-range financial plans. The Division acts as primary liaison with the elected Board of Commissioners in setting financial priorities. The Division is responsible for adhering to the Open Meetings Act and Freedom of Information Act requirements. Administration prepares, maintains and files official Park District records, ordinances and resolutions in accordance with applicable statutes.

##### **Insurance Program**

The District is a member of the Park District Risk Management Agency (PDRMA) Property/Casualty Program, a joint risk management pool comprised of park and forest preserve districts and special recreation associations. PDRMA provides coverage for property, liability, employment practice liability, and workers compensation.

##### **Finance**

Finance is responsible for accounting processes, including financial reporting to both internal and external parties.

##### **Budget Preparation**

The Division manages the annual operating budget process and works in conjunction with the Parks and Properties Division in preparing the District's Capital Improvement Plan. Staff tracks all capital projects from planning stage through project closeout.

##### **Audit Program**

Staff implements a program of periodic internal reviews, including petty cash and cash registers counts, payroll and inventory reviews, and preparation of preliminary audit schedules for the independent public accountant firm.

##### **Debt Management**

In conjunction with municipal advisors, staff assists the District with the sale of debt obligations and is responsible for meeting continuing disclosure requirements as defined by the Securities and Exchange Commission (SEC) Rule 15c2-12.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Administration**

#### **Cash Management**

Staff implements effective control of receipts and disbursements, reviews and monitors debt management procedures, protects cash and assets through sound internal control, and invests surplus funds to earn a market rate of return and ensure the preservation of capital.

#### **Records Management**

The Division controls the District's records in compliance with the Local Government Records Act.

#### **Information Technology**

##### **Information Technology Systems**

The Division manages and maintains all voice, security and network infrastructure, as well as several end-user technologies. The Division coordinates all software and hardware purchases and implementation, as well as maintenance of a secure computer environment with reliable, usable data. The Division also performs in-house analytics and computer training on the District's computer applications.

#### **Human Resources**

##### **Employee Benefits Administration**

The Division implements and communicates benefit programs and policies, including health and life insurance, workers' compensation, retirement plans, employee assistance, employee recognition, unemployment insurance, and vacation and sick time.

##### **Salary Administration**

The Division evaluates total compensation for full-time exempt and non-exempt personnel, researches, develops and implements wage and salary modifications in policy; and researches and implements part-time wage schedules. Staff prepares bi-weekly payroll and all required government payroll reports and monitors documented time for compliance with the Fair Labor Standards Act and other satisfactory internal controls.

##### **Risk Management**

Risk Management coordinates the District loss reduction programs in coordination with the Park District Risk Management Agency (PDRMA). This includes employee on-the-job safety through education, training, physical assessment and accident prevention. It also includes physical assessment and accident prevention policies and procedures for Park District patrons and programs. Risk Management also coordinates the security systems of the District, including door locks, keyless entry, alarm systems and camera systems.

##### **Personnel Policies and Procedures Administration**

The Division is responsible for developing and communicating personnel policies and procedures to all Park District staff.



# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

Division of Administration

### **Marketing and Communications**

#### **Marketing and Communications Division**

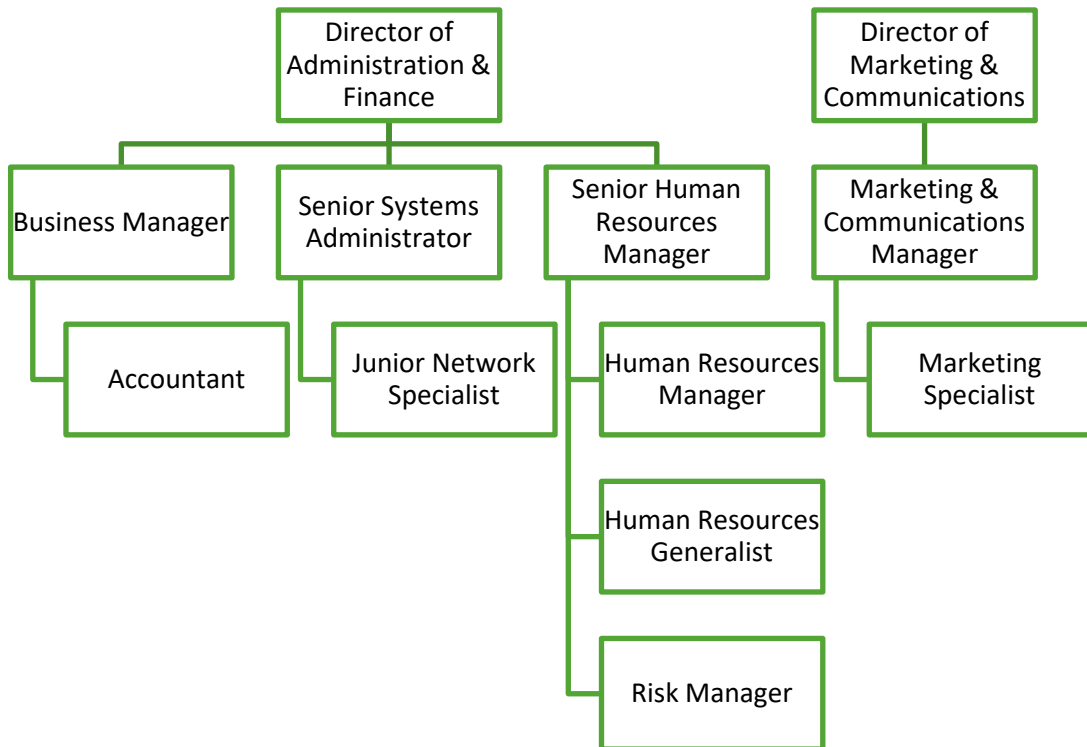
The Marketing and Communications Division is responsible for development and execution of all District marketing, public relations, social media, graphic design, promotional strategies, media outreach, marketing campaigns, photography and videography. Staff conducts strategic analysis and develops interactive marketing opportunities for the District. The Department oversees the District website, internal and external communication plan, seasonal Recreation Guide publications, annual Stewardship Report, award portfolios and program/event collateral. The Department also maintains the District's graphic standards including branding and logo identity.

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

Division of Administration

### Organizational Chart – Administration



# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Administration

	A	B	C	D	E	F	A-C		A-B	
Administration & Finance Division	2021 Budget	2020 Estimate	2020 Budget	2019 Final	2018 Final	8 Month May 1-Dec 31 2017 Final	Budget Comparison	%	2021 Budget vs. 2020 Estimate	%
Property Tax	\$12,539,928	\$12,021,442	\$12,471,442	\$11,627,922	\$10,878,409	\$4,200,942	\$68,486	0.5%	\$518,486	4.3%
Replacement Tax	182,500	210,147	233,798	235,076	189,082	126,825	(51,298)	-21.9%	(27,647)	-13.2%
Investment Income	75,000	461,118	300,000	632,297	320,097	128,825	(225,000)	-75.0%	(386,118)	-83.7%
Daily Fees	0	0	0	0	0	0	0	0.0%	0	0.0%
Program Fees	0	0	0	0	0	0	0	0.0%	0	0.0%
Membership Fees	0	0	0	0	0	0	0	0.0%	0	0.0%
Rental Income	0	0	0	0	0	0	0	0.0%	0	0.0%
Retail Sales	0	0	0	0	0	0	0	0.0%	0	0.0%
Miscellaneous Income	143,091	1,730,232	172,801	230,511	248,138	137,110	(\$29,710)	-17.2%	(1,587,141)	-91.7%
<b>Operating Revenue</b>	<b>12,940,519</b>	<b>14,422,939</b>	<b>13,178,041</b>	<b>12,725,806</b>	<b>11,635,726</b>	<b>4,593,702</b>	<b>(237,522)</b>	<b>-1.8%</b>	<b>(1,482,420)</b>	<b>-10.3%</b>
Salaries & Wages	1,362,384	1,225,847	1,364,875	1,137,310	1,064,789	790,555	(2,491)	-0.2%	136,537	11.1%
Employee Benefits	490,152	473,306	559,628	411,361	359,569	892,977	(69,476)	-12.4%	16,846	3.6%
Contractual Services	1,612,743	1,232,651	1,811,463	1,395,053	1,181,767	942,463	(198,720)	-11.0%	380,092	30.8%
Repair & Maintenance	0	0	0	0	0	0	0	0.0%	0	0.0%
Supplies	108,811	32,758	123,181	52,020	44,669	67,077	(14,370)	-11.7%	76,053	232.2%
Miscellaneous	52,300	52,882	59,750	31,190	71,206	0	(7,450)	-12.5%	(582)	-1.1%
Transfers	0	0	0	0	0	(200,000)	0	0.0%	0	0.0%
Debt Service	2,329,562	2,215,317	2,195,963	2,172,772	2,082,189	2,079,226	133,599	6.1%	114,245	5.2%
<b>Operating Expense</b>	<b>5,955,952</b>	<b>5,232,761</b>	<b>6,114,860</b>	<b>5,199,706</b>	<b>4,804,189</b>	<b>4,572,298</b>	<b>(158,908)</b>	<b>-2.6%</b>	<b>723,191</b>	<b>13.8%</b>
<b>Operating Surplus/(Deficit)</b>	<b>6,984,567</b>	<b>9,190,178</b>	<b>7,063,181</b>	<b>7,526,100</b>	<b>6,831,537</b>	<b>21,404</b>	<b>(78,614)</b>	<b>-1%</b>	<b>(2,205,611)</b>	<b>-24.0%</b>
Bond Proceeds	0	6,249,337	6,000,000	9,991,494	0	0	(6,000,000)	-100.0%	(6,249,337)	-100.0%
Capital Projects	(78,000)	(807,209)	(936,000)	(76,691)	(194,096)	(2,282,425)	858,000	-91.7%	729,209	-90.3%
<b>Other</b>	<b>(78,000)</b>	<b>5,442,128</b>	<b>5,064,000</b>	<b>9,914,803</b>	<b>(194,096)</b>	<b>(2,282,425)</b>	<b>(5,142,000)</b>	<b>-101.5%</b>	<b>(5,520,128)</b>	<b>-101.4%</b>
<b>Net Surplus/(Deficit)</b>	<b>6,906,567</b>	<b>14,632,306</b>	<b>12,127,181</b>	<b>17,440,903</b>	<b>6,637,441</b>	<b>(2,261,021)</b>	<b>(5,220,614)</b>	<b>-43.0%</b>	<b>(7,725,739)</b>	<b>-52.8%</b>

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Administration**

#### **Budget Highlights**

##### **Revenue**

Total revenue is budgeted to decrease \$238,000 compared to the 2020 budget. Property taxes are expected to climb \$518,000 compared to the 2020 year-end estimate primarily reflecting the inflationary factor. In addition, replacement taxes are expected to decrease \$51,000 to \$182,500 based on estimates provided by the Illinois Department of Revenue.

Investment income is expected to decline \$386,000 to \$75,000 in 2021 compared to the 2020 year-end estimate reflecting a drop in interest rates and the draw down on reserves to primarily fund the golf course renovation and roof/mechanicals replacement at the Sports Center facility.

Finally, miscellaneous revenue is forecasted to decrease \$30,000 to \$143,000 compared to the 2020 budget, primarily reflecting a decrease in cell tower revenue. One of three leases the District currently maintains terminates in March 2021. Miscellaneous revenue primarily includes cell tower income (\$47,000), employee health contributions (\$36,000), and sponsorship and advertising revenue (\$60,000).

##### **Salary and Wages**

Employee wages total \$1.4 million in 2021 and are expected to remain relatively flat compared to the 2020 budget. Last year the Division had 2 vacant full-time positions: Senior HR Manager and Risk Manager. The Senior HR Manager was filled in early January, but management delayed hiring the Risk Manager position after COVID forced the closure and cancellation of facilities and programs last March. The Risk Manager position has again been included in the 2021 budget, and staff anticipates starting the recruiting process in the first quarter. In addition to the open Risk Manager role the District has also budgeted for a full-time Junior Network Specialist who would report to the Technology Manager. Currently the technology team is comprised of one full-time Network Administrator and a part-time Desktop Support position. The new position would increase staffing to 2.5 FTE's in Technology. Management will begin recruiting for this position in the first quarter.

The 2021 budget includes a 2.5% merit increase for all full-time positions.

##### **Employee Benefits**

Benefits are expected to decrease \$69,000 or 12.4% to \$490,000 compared to the 2020 budget. The decrease in benefit costs is tied directly to reduction in overall headcount.

Prior to the 2018 budget, the Administration Division recognized all employer costs for social security and pension benefits. However, in an effort to effectively analyze the cost of services we provide to patrons, the costs are now charged directly to the individual Divisions.

Benefits within the Administration and Finance Division include employee healthcare, unemployment claims, the employer share of Divisional social security and pension benefits. The employer rate for IMRF costs increased on January 1, 2021 to 7.32% compared to 7.26% in the 2020 calendar year. Employer pension costs are derived from many factors, including employee salaries, length of service, and investment returns on plan assets.

Healthcare costs are budgeted based on employee coverage elections for benefit-eligible positions at the time of open enrollment. The District moved its healthcare plan for non-bargaining unit staff from PDRMA to the Intergovernmental Personnel Benefit Cooperative (IPBC) effective January 1, 2021. The rates secured by the District from IPBC remained flat when compared to premiums charged by PDRMA in 2020. In addition, the District was able to lock in these rates for an eighteen-month period as IPBC renewals occur on July 1.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Administration**

#### **Contractual Services**

Contractual Services are expected to decrease \$199,000 or 11.0% to \$1.6 million in 2021 compared to the previous year budget. Specifically, professional services are down \$191,000 compared to the 2020 budget. The prior year budget included \$102,500 for brand and logo creation for the new activity center and for rebranding the golf operations. Heritage Oaks Golf Club was recently unveiled as the new course name.

The District issued \$5.8 million in Limited Tax General Obligation Park Bonds in early 2020. Costs associated with the transaction totaled \$86,000. The next opportunity for the District to issue bonds will occur in 2022, aligning with the completion of the update to the Comprehensive Master Plan.

Partially offsetting the decrease in service expenses, legal fees are budgeted to increase \$28,500 to \$94,500 compared to the prior year budget, but down \$13,400 compared to the 2020 year-end estimate. Legal costs trended higher than expected in 2020 as the District worked through project related issues with the activity center and golf course projects.

Computer and Data services total \$255,000 and are up \$68,000 compared to the 2020 year-end estimate and include annual maintenance, licensing and subscription services to manage the District's infrastructure and applications. Software or other costs specific to an individual Division have been allocated to the Division. The increase in service expense primarily reflects a full year of payroll processing costs. Paycom was deployed in the last quarter of 2020.

Other relevant costs include the District's membership with NSSRA (\$736,000), seasonal brochure costs (\$42,000), and the administration allocation for property/casualty insurance (\$54,000). NSSRA expenses include annual membership (\$356,000), and new facility contribution (\$380,000).

#### **Supplies**

Supply costs are expected to decrease \$14,000 to \$109,000 in 2021 compared to the previous budget. The District reallocated \$47,500 from the Museum Fund to showcase historical awards and memorabilia at either the new activity center and/or new clubhouse. No costs were expensed in the 2020 fiscal year.

#### **Miscellaneous**

This category includes Divisional training and expenses associated with the employee appreciation and customer service teams. Training costs total \$23,550 for the Division and includes attendance at NRPA, IPRA, and SHRM (Society for Human Resource Management).

#### **Transfers**

Prior to the 2018 budget, the Golf Division received an overhead allocation each year. This allocation covered the employer share of social security, pension benefits, property and liability insurance and other administrative functions (i.e., accounting, payroll, technology, human resources, marketing). All direct costs are now charged directly to the Golf Division.

#### **Debt**

Debt expenses reflect the annual principal and interest obligations associated with the District's outstanding bond issues. Bond principal and interest payments in 2021 total \$1.9 million and \$418,000, respectively.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Administration**

#### **Bond Proceeds**

The District does not intend to issue any new bonds in 2021. In February 2020 the District issued \$5.9 million in General Obligation Limited Park Bonds. The District also issued \$9.4 million in bonds in 2019. The proceeds from both issues were used to fund the construction of the new Activity Center at Techny Prairie Park and Fields. The new building opened in December 2020.

#### **Capital Projects**

Capital projects within the Administration and Finance budget reflect technology projects as identified within the CIP. The CIP was reviewed by the Park Board at the Committee of the Whole Meeting in November.

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Parks and Properties

#### **Divisional Overview**

The mission of the Parks and Properties Division is to provide safe, well-maintained recreation areas to meet the needs of Northbrook Park District residents and to provide support to the other District Divisions.

#### **Responsibility**

Areas of responsibility include repair and maintenance of park areas, facilities and buildings and planning and capital projects.

The Division of Parks and Properties is funded from the General Fund and manages the following Departments:

#### **Grounds Maintenance**

General maintenance and upkeep of all District grounds, including turf, trees, shrubs and landscape areas, as well as turf maintenance of various elementary and junior high school sites and various Village properties. Maintenance includes athletic field preparation, renovation and repairs of baseball, softball, soccer and football fields, and the maintenance at the Velodrome and skate park.

Beginning in late 2019, golf maintenance was folded under the responsibility of the Parks Division with the restructuring of the Ground Maintenance position. The position reports to the Director of Parks and Properties and is allocated 50/50 to the Parks and Golf Division budgets.

#### **Facility Maintenance**

Facility maintenance repairs and monitors operations of buildings and facilities in the areas of electrical, heating, air conditioning, plumbing and minor building improvements. The Department is responsible for construction and replacement of park regulatory and control signage throughout District areas and facilities and playground and hardcourt maintenance and custodial responsibilities at outlying facilities (in-house and contractual).

#### **Mechanical Maintenance**

Mechanical maintenance includes major and minor repairs and the selection and replacement of District vehicles, equipment and other mechanical inventory.

#### **Planning and Project Management**

Planning and project management technical and managerial work involves master design/planning, property annexation, capital project oversight and working in conjunction with the Finance Division in developing and managing the District's 10-year CIP.

#### **Specialty Maintenance**

Specialty maintenance includes exotic pest/vegetation control, prairie maintenance, snow removal, outdoor ice rinks and special event support.

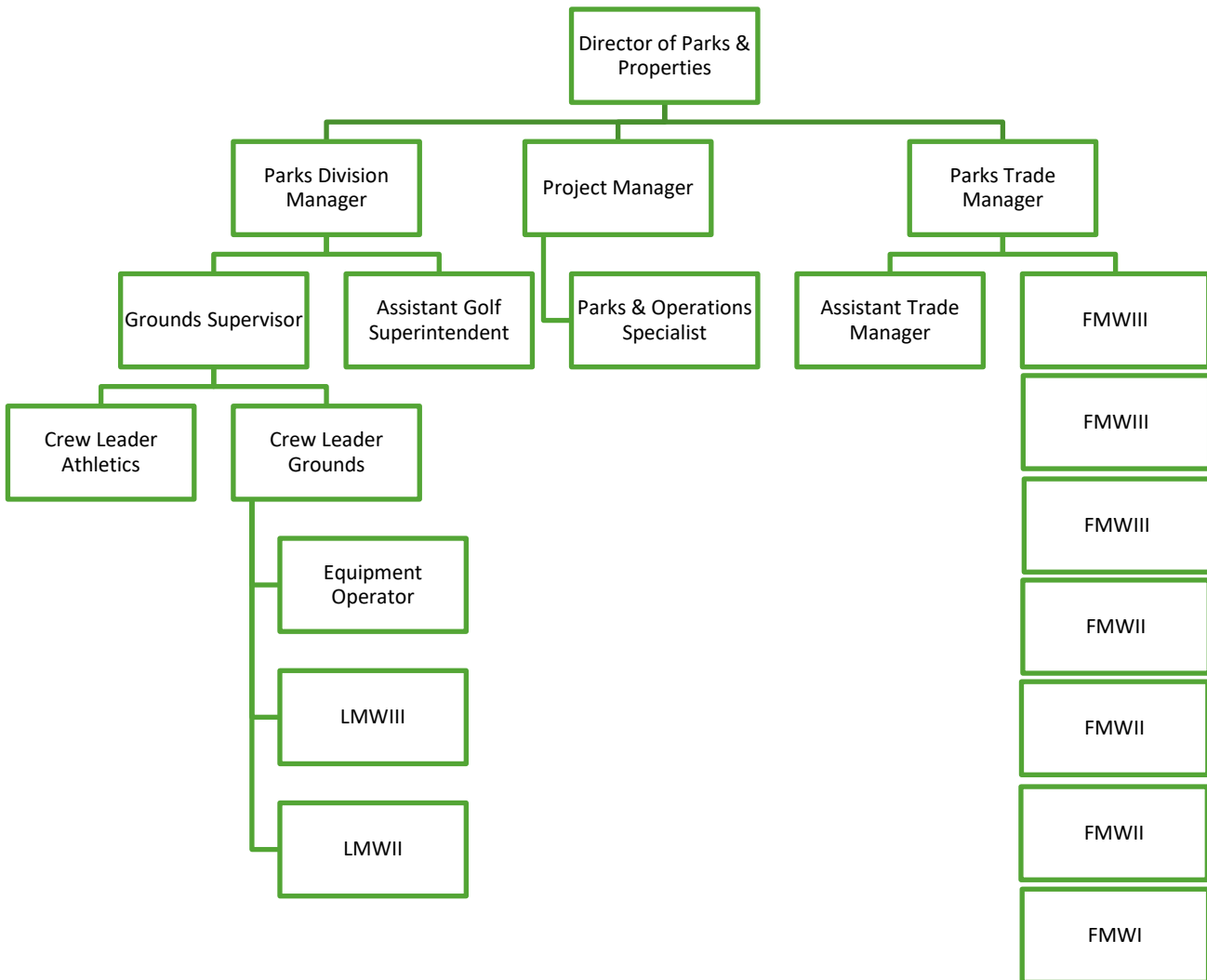


# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

Division of Parks and Properties

### Organization Chart – Parks



# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Parks and Properties

	A	B	C	D	E	F	A-C		A-B	
Parks & Properties Division	2021 Budget	2020 Estimate	2020 Budget	2019 Final	2018 Final	8 Month May 1-Dec 31 2017 Final	Budget Comparison	%	2021 Budget vs. 2020 Estimate	%
Property Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	0.0%
Replacement Tax	0	0	0	0	0	0	0	0.0%	0	0.0%
Investment Income	0	0	0	0	0	0	0	0.0%	0	0.0%
Daily Fees	0	0	0	0	0	0	0	0.0%	0	0.0%
Program Fees	0	0	0	0	0	0	0	0.0%	0	0.0%
Membership Fees	0	0	0	0	0	0	0	0.0%	0	0.0%
Rental Income	0	0	0	0	0	0	0	0.0%	0	0.0%
Retail Sales	0	0	0	0	0	0	0	0.0%	0	0.0%
Miscellaneous Income	76,214	85,449	83,526	80,125	81,631	72,676	(7,312)	-8.8%	(9,235)	-10.8%
<b>Operating Revenue</b>	<b>76,214</b>	<b>85,449</b>	<b>83,526</b>	<b>80,125</b>	<b>81,631</b>	<b>72,676</b>	<b>(7,312)</b>	<b>-8.8%</b>	<b>(9,235)</b>	<b>-10.8%</b>
Salaries & Wages	1,486,863	1,333,205	1,509,127	1,412,041	1,305,542	898,722	(22,264)	-1.5%	153,658	11.5%
Employee Benefits	559,893	507,162	546,682	461,336	503,682	163,818	13,211	2.4%	52,731	10.4%
Contractual Services	603,240	455,706	512,588	410,652	467,171	397,598	90,652	17.7%	147,534	32.4%
Repair & Maintenance	80,800	58,113	76,500	79,686	63,039	18,359	4,300	5.6%	22,687	39.0%
Supplies	305,300	271,184	306,280	237,317	267,447	228,559	(980)	-0.3%	34,116	12.6%
Miscellaneous	10,250	8,198	14,704	8,927	9,570	0	(4,454)	-30.3%	2,052	25.0%
Transfers	(32,130)	(18,904)	(34,822)	(33,188)	(35,534)	(31,370)	2,692	-7.7%	(13,226)	70.0%
Debt Service	0	0	0	0	0	0	0	0.0%	0	0.0%
<b>Operating Expense</b>	<b>3,014,216</b>	<b>2,614,664</b>	<b>2,931,059</b>	<b>2,576,771</b>	<b>2,580,917</b>	<b>1,675,686</b>	<b>83,157</b>	<b>2.8%</b>	<b>399,552</b>	<b>15.3%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(2,938,002)</b>	<b>(2,529,215)</b>	<b>(2,847,533)</b>	<b>(2,496,646)</b>	<b>(2,499,286)</b>	<b>(1,603,010)</b>	<b>(90,469)</b>	<b>3%</b>	<b>(408,787)</b>	<b>16.2%</b>
Bond Proceeds	0	0	0	0	0	0	0	0.0%	0	0.0%
Capital Projects	(1,198,750)	(255,889)	(1,122,570)	(433,718)	(406,777)	0	(76,180)	6.8%	(942,861)	368.5%
<b>Other</b>	<b>(1,198,750)</b>	<b>(255,889)</b>	<b>(1,122,570)</b>	<b>(433,718)</b>	<b>(406,777)</b>	<b>0</b>	<b>(76,180)</b>	<b>6.8%</b>	<b>(942,861)</b>	<b>368.5%</b>
<b>Net Surplus/(Deficit)</b>	<b>(4,136,752)</b>	<b>(2,785,104)</b>	<b>(3,970,103)</b>	<b>(2,930,364)</b>	<b>(2,906,063)</b>	<b>(1,603,010)</b>	<b>(166,649)</b>	<b>4.2%</b>	<b>(1,351,648)</b>	<b>48.5%</b>

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Parks and Properties

#### Budget Highlights

The table below presents the individual segments that comprise the 2021 budget for the Parks Division. Specifically, it details the resources allocated to each function.

Parks Division	Admin	Planning	Grounds	Facilities	Fleet	Capital	Total
Misc Revenue	\$ 3,334	\$ 5,976	\$ 51,752	\$ 2,112	\$ 13,040	\$	76,214
<b>Total Revenue</b>	<b>3,334</b>	<b>5,976</b>	<b>51,752</b>	<b>2,112</b>	<b>13,040</b>	-	<b>76,214</b>
Salaries & Wages	164,273	158,920	596,978	437,983	128,709	-	1,486,863
Benefits	54,763	65,348	203,447	176,596	59,739	-	559,893
Services	150,549	106,783	293,248	45,160	7,500	-	603,240
Supplies	5,400	2,450	6,500	29,500	44,800	-	88,650
R&M	-	-	93,700	114,950	88,800	-	297,450
Misc Expenses	1,000	1,250	2,500	4,500	1,000	-	10,250
Transfer to Rec	-	-	(32,130)	-	-	-	(32,130)
Capital Expenses						1,198,750	1,198,750
<b>Total Expenses</b>	<b>375,985</b>	<b>334,751</b>	<b>1,164,243</b>	<b>808,689</b>	<b>330,548</b>	<b>1,198,750</b>	<b>4,212,966</b>
	9%	8%	28%	19%	8%	28%	100%
<b>Surplus/(Deficit)</b>	<b>(372,651)</b>	<b>(328,775)</b>	<b>(1,112,491)</b>	<b>(806,577)</b>	<b>(317,508)</b>	<b>(1,198,750)</b>	<b>(4,136,752)</b>

#### Revenue

Revenue within the Division primarily reflects reimbursement from District athletic affiliate groups for additional field preparation (labor/material) costs within Grounds throughout the year. Other revenue recognized within the Division includes proceeds from the sale of surplus equipment, bench and tree donations and employee contributions toward health insurance.

#### Salary and Wages

Employee wages are budgeted to decrease 1.5% or \$22,000 to approximately \$1.5 million compared to the 2020 budget, and up \$154,000 compared to 2020 year-end estimates. After COVID forced the closing of District facilities and programs last spring, the District, in an effort to reduce its headcount, offered retirement eligible staff a nominal incentive for the opportunity to retire. Two full-time staff members accepted this offer and retired from their positions in June. Both vacant positions are budgeted to be filled in 2021. Lower wages in 2020 also resulted from a smaller seasonal maintenance crew hired back last year. Full-time custodians, normally working at our facilities and residing in the Recreation Division, were redirected to Parks to help supplement their labor needs.

All full-time positions reflect a merit increase of 2.5%.

#### Employee Benefits

Benefits include healthcare premiums for all benefit-eligible positions, unemployment claims, social security and pension expense for the Division. Relative to healthcare, the 2021 budget reflects employee coverage elections at the time of open enrollment.

Benefits are budgeted to increase 2.4% or \$13,000 to \$560,000 compared to the prior year budget. Healthcare costs comprise \$10,000 of the total benefit increase. Healthcare premiums for bargaining unit staff members are expected to

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Parks and Properties**

increase just under 5%. Healthcare premiums for non-bargaining unit staff members are budgeted to remain essentially flat for the next 18-months. The District moved its healthcare program for non-bargaining unit staff from PDRMA to the Intergovernmental Personnel Benefit Cooperative (IPBC) effective January 1, 2021. Renewal of the District's healthcare plan with IPBC will occur on July 1, 2022.

Pension costs in 2021 total \$105,000 and are expected to remain flat compared to the prior year budget. The IMRF employer rate increased slightly from 7.26% to 7.32% of eligible wages. Eligible employees contribute 4.5% of their earnings toward pension benefits. However, the employers share will vary from year-to-year depending on many factors including annual investment returns, member demographics and actuarial assumptions.

#### **Contractual Services**

Contractual services are up 17.7% or \$91,000 to \$603,000 compared to the prior year budget, and up 32.4% or \$148,000 compared to the 2020 year-end estimates. The increase primarily reflects costs associated with updating the District's 10-year Comprehensive Master Plan (\$92,500) and legal fees (\$30,000) related to the upcoming negotiation of the District's Collective Bargaining Agreement (CBA). The existing 4-year CBA expires on April 30, 2021.

The largest contracted expense for the Division is mowing as the District contracts the maintenance of most park land. The 2021 budget for contracted mowing totals \$235,000 and remains relatively flat compared to the prior year. The District maintains the grounds at the Joe Doud Administration Building, Northbrook Sports Center/West Park, and Leisure Center/Indian Ridge Park. Contracting the majority of mowing services has reduced both equipment and personnel needs of the Division.

#### **Repairs & Maintenance**

Costs are up \$4,300 to \$80,800 compared to the 2020 budget. The budget is used to address minor building and equipment repairs throughout the District, as well as planned maintenance. The 2021 budget includes vehicle repair costs to replace lift gates on two trucks (\$7,200) as well as parking lot and pathway asphalt repairs (\$14,000).

#### **Supplies**

Supply costs total \$305,000 and are expected to remain relatively flat compared to the 2020 budget. Prior to 2020 renovations of skinned infields were projects that were included in the capital improvement plan. These costs are now being absorbed in operations. The District typically will renovate 2-3 infields each year by restoring the proper crown, compaction and drainage. The infields at West Park are scheduled to be renovated in 2021.

#### **Miscellaneous**

This category includes Divisional training for all staff members. The 2021 budget total is \$10,250 and is aligned with employee growth and development initiatives. Training within the Division is job-specific and includes welding, electrical, plumbing and landscape maintenance.

#### **Transfers**

Departmental transfers reflect field prep costs and other park maintenance services that are charged to the Recreation Division.

#### **Capital Projects**

Capital Projects total \$1.2 million in 2021. Please refer to Appendix A for a listing of all projects.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Golf Operations**

#### **Divisional Overview**

The mission of the Division of Golf Operations is to provide a quality recreational golf experience, maintain high-quality facilities for golf services and golf-related programs, promote the game and benefits of golf to residents and other guests, and provide excellent service to guests at every point of contact.

#### **Responsibility**

The Division covers the Heritage Oaks Golf Club Classic 18 and Legacy 9 Courses, Practice Range and Short Game areas, Golf Shop and merchandise sales, Anetsberger Golf Course and food service operations.

The Division of Golf Operations is funded primarily through user fees. The Division manages the following:

#### **Golf Administration**

Administration provides leadership and support to the operation, maintenance and improvements of the three golf courses, the Practice Range, Northbrook Golf Academy, and food service at Heritage Oaks clubhouse.

#### **Golf Operations & Golf Shop**

The Golf Shop provides customer service through tee time reservations, daily fee collections, golf events, Discount Card program registrations and pace of play control on the golf courses. The Golf Shop sells golf accessories and apparel. In the winter months, the Golf Shop converts into an indoor instruction area.

#### **Practice Facility and Northbrook Golf Academy**

Heritage Oaks Golf Club provides modern practice facilities, outstanding PGA instruction (group and private) and a family-oriented golf experience.

#### **Anetsberger Golf Course**

The Anetsberger Golf Course offers an outstanding short course for juniors, beginners and players of all ages. The facility also offers an excellent short game practice area with an 8,000-square-foot putting green, an acre of turf for pitching and chipping and two sand bunkers. This operation is integrated with the operations at Heritage Oaks Golf Club, allowing players to advance their golf experience through varying levels of golf facilities.

#### **Food Service**

The Division manages food service to provide quality food and beverage service for patrons at Heritage Oaks Golf Club. The District utilizes outside contractors to coordinate food services.

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

Division of Golf Operations

### Organization Chart - Golf



# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Golf Operations

	A	B	C	D	E	F	A-C		A-B	
						8 Month May 1-Dec 31 2017 Final	Budget Comparison	%	2021 Budget vs. 2020 Estimate	%
Golf Division	2021 Budget	2020 Estimate	2020 Budget	2019 Final	2018 Final					
Property Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	0.0%
Replacement Tax	0	0	0	0	0	0	0	0.0%	0	0.0%
Investment Income	0	0	0	0	0	0	0	0.0%	0	0.0%
Daily Fees	1,010,956	180,255	91,635	1,537,755	1,529,753	1,572,800	919,321	1003.2%	830,701	460.8%
Program Fees	265,500	214,924	302,500	385,655	427,614	375,183	(37,000)	-12.2%	50,576	23.5%
Membership Fees	38,875	32,313	24,985	37,985	42,620	15,132	13,890	55.6%	6,562	20.3%
Rental Income	276,289	34,499	8,300	360,773	395,438	354,888	267,989	3228.8%	241,790	700.9%
Retail Sales	109,651	46,638	48,100	283,680	269,096	255,864	61,551	128.0%	63,013	135.1%
Miscellaneous Income	26,131	24,146	25,428	42,915	40,878	57,129	703	2.8%	1,985	8.2%
<b>Operating Revenue</b>	<b>1,727,402</b>	<b>532,775</b>	<b>500,948</b>	<b>2,648,763</b>	<b>2,705,399</b>	<b>2,630,996</b>	<b>1,226,454</b>	<b>244.8%</b>	<b>1,194,627</b>	<b>224.2%</b>
Salaries & Wages	1,105,705	813,658	915,208	1,248,086	1,209,823	973,562	190,497	20.8%	292,047	35.9%
Employee Benefits	358,265	330,658	359,310	404,463	429,533	139,308	(1,045)	-0.3%	27,607	8.3%
Contractual Services	369,483	215,875	266,853	444,693	450,414	315,657	102,630	38.5%	153,608	71.2%
Repair & Maintenance	21,750	18,050	24,250	13,524	56,756	12,587	(2,500)	-10.3%	3,700	20.5%
Supplies	453,395	224,903	299,360	530,642	597,859	525,905	154,035	51.5%	228,492	101.6%
Miscellaneous	3,300	8,876	8,300	19,658	11,223	200,000	(5,000)	-60.2%	(5,576)	-62.8%
Transfers	0	0	0	0	0	0	0	0.0%	0	0.0%
Debt Service	0	0	0	0	0	0	0	0.0%	0	0.0%
<b>Operating Expense</b>	<b>2,311,898</b>	<b>1,612,020</b>	<b>1,873,281</b>	<b>2,661,066</b>	<b>2,755,608</b>	<b>2,167,019</b>	<b>438,617</b>	<b>23.4%</b>	<b>699,878</b>	<b>43.4%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(584,496)</b>	<b>(1,079,245)</b>	<b>(1,372,333)</b>	<b>(12,303)</b>	<b>(50,209)</b>	<b>463,977</b>	<b>787,837</b>	<b>-57%</b>	<b>494,749</b>	<b>-45.8%</b>
Bond Proceeds	0	0	0	0	0	0	0	0.0%	0	0.0%
Capital Projects	(4,961,289)	(7,701,619)	(7,536,250)	(613,293)	(789,546)	(393,440)	2,574,961	-34.2%	2,740,330	-35.6%
<b>Other</b>	<b>(4,961,289)</b>	<b>(7,701,619)</b>	<b>(7,536,250)</b>	<b>(613,293)</b>	<b>(789,546)</b>	<b>(393,440)</b>	<b>2,574,961</b>	<b>-34.2%</b>	<b>2,740,330</b>	<b>-35.6%</b>
<b>Net Surplus/(Deficit)</b>	<b>(5,545,785)</b>	<b>(8,780,864)</b>	<b>(8,908,583)</b>	<b>(625,596)</b>	<b>(839,755)</b>	<b>70,537</b>	<b>3,362,798</b>	<b>-37.7%</b>	<b>3,235,079</b>	<b>-36.8%</b>



# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Golf Operations

#### Budget Highlights

##### Overview

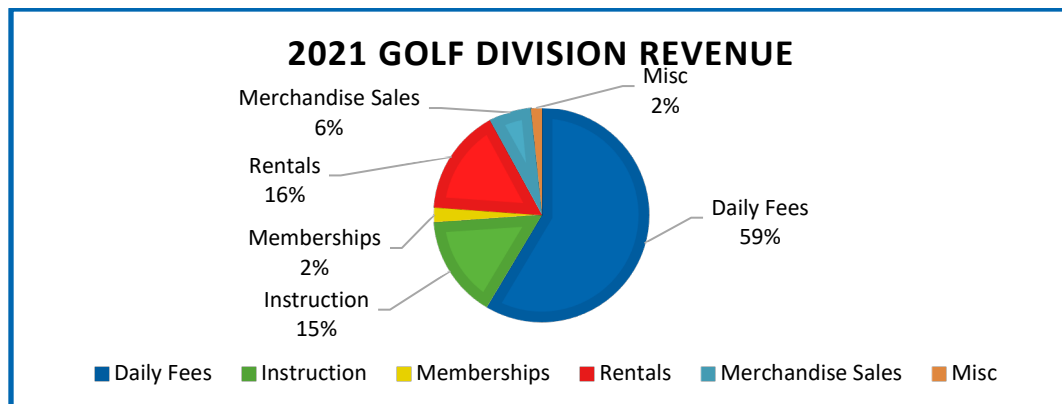
Golf operations at Sportsman's Country Club (SCC) were completely closed for course renovations and clubhouse construction during 2020. The new 27-hole operation is expected to reopen in late summer 2021 as Heritage Oaks Golf Club. Marketing & Communications and Golf Management worked with an outside consulting firm during 2020 to brand the operation.

The table below presents the individual segments that comprise the 2021 budget for the Golf Division, specifically detailing revenue and resources allocated by function.

Golf Division	Admin	Heritage Oaks	Instruction	Range	Anets	Capital	Total
Daily Fees	-	728,831	-	153,000	129,125	-	1,010,956
Program Fees	-		265,500	-	-	-	265,500
Memberships	-	6,000	-	-	32,875	-	38,875
Rentals	-	269,149	2,500	-	4,640	-	276,289
Retail	-	92,151	-	-	17,500	-	109,651
Misc	6,060	14,355	5,316	-	400	-	26,131
<b>Total Revenue</b>	<b>6,060</b>	<b>1,110,486</b>	<b>273,316</b>	<b>153,000</b>	<b>184,540</b>	<b>-</b>	<b>1,727,402</b>
	0%	64%	16%	9%	11%	0%	100%
Salaries & Wages	205,106	675,663	141,018	-	83,918	-	1,105,705
Benefits	137,104	159,363	51,771	-	10,027	-	358,265
Services	134,376	158,389	38,125	26,000	12,593	-	369,483
Supplies	1,000	(4,700)	12,250	26,200	250	-	35,000
R&M	-	391,645	-	-	48,500	-	440,145
Misc Expenses	-	3,300	-	-	-	-	3,300
Capital Expenses	-	-	-	-	-	4,961,289	4,961,289
<b>Total Expenses</b>	<b>477,586</b>	<b>1,383,660</b>	<b>243,164</b>	<b>52,200</b>	<b>155,288</b>	<b>4,961,289</b>	<b>7,273,187</b>
	7%	19%	3%	1%	2%	68%	100%
<b>Surplus/(Deficit)</b>	<b>(471,526)</b>	<b>(273,174)</b>	<b>30,152</b>	<b>100,800</b>	<b>29,252</b>	<b>(4,961,289)</b>	<b>(5,545,785)</b>

#### Revenue

Total revenue is budgeted to climb \$1.2 million to \$1.7 million in 2021. Revenue in 2021 will primarily be comprised of daily fees, cart rentals, golf instruction, merchandise sales and seasonal pass sales (Anets) as shown in the chart below.



# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Golf Operations**

Daily fees include green fees and practice range visits. Daily fees are expected to rebound, climbing \$919,000 to \$1.0 million in 2021 as 27 holes and the range will be back online later this summer.

Green fees by far generate the largest revenue stream for the operation. In fact, green fees alone represent 50% of the total projected 2021 revenue.

Golf instruction and league revenue is recognized within program fees. There will not be league play or league revenue recognized in 2021 as the course is not expected to reopen until late summer. Despite the late summer reopening, golf instruction will continue to take place throughout the year. Indoor lessons will continue to occur at the Chalet facility at Meadowhill Park during the winter months and at Anetsberger in the spring and summer prior to the opening of the new clubhouse. Instruction programs are available for both adults and youth as well as both private and group settings. The youth programs (ages 3-14) generate 85% of the total instruction revenue, offering a variety of instructional opportunities including summer camps, clinics, travel leagues and individual lessons. Management secured alternate locations in 2020 to host some of these programs while SCC was closed.

Management anticipated program revenue was going to drop in 2020 due to space limitations resulting from the closure of SCC and this was reflected in the 2020 instruction budget. However, unexpected COVID restrictions further limited staff's ability to offer programs and limited the number of participants. As a result, program fees decreased an additional \$88,000 to \$215,000 during 2020. Management expects to operate with COVID restrictions in early 2021 but anticipates the program will continue to rebound as restrictions lessen with increased vaccinations.

Memberships can be purchased for play at Anetsberger Golf Course. The types of membership include junior, student, adult, senior and family. The family membership was a new offering in 2020 and 35 passes were sold. Memberships range in price from \$99-\$349 and allow members to play up to 18 holes per day, Monday-Friday, and 9 holes on weekends and holidays.

Discount cards are also recognized within Membership fees. Due to the shortened 2021 season, the fee was reduced to \$20/card. The discount cards provide non-residents access to resident rates. The 2021 budget includes the sale of 300 discount cards or \$6,000.

Rental income is expected to increase \$268,000 to \$276,00 in 2021 compared to the 2020 budget. The rental category includes rental fees for golf carts, simulator, pull carts and club rentals. Cart rentals are budgeted to total \$219,000 for 2021 and includes a fee increase of \$1 for both 9- and 18-hole rentals. The budget also includes \$33,000 in rental income from the two golf simulators in the new clubhouse. The simulators will be available for rental in 30-minute increments with a minimum rental of at least an hour. In addition to individual rentals, staff will also be offering a simulator league program.

Retail sales reflect merchandise and equipment sales. Merchandise sales are expected to increase \$62,000 to \$110,000 compared to the 2020 budget.

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Golf Operations

#### Salary and Wages

Employee wages are expected to climb \$190,500 or 20.8% to \$1.1 million in 2021. Despite the facility closure, staffing for the maintenance crews only dropped slightly in 2020. In-house labor was used to maintain grounds, but was also utilized for course renovation work including:

- Reseeding all fairways on the East 9, and majority of the fairways on the Classic 18
- Re-grassing all tees and greens on the East 9
- Replanting over 150 trees
- Bunker repairs on both courses

A breakdown of labor by employee status and function for the 2021 budget is presented below:

Payroll	Admin	Heritage	Heritage Maint	Anets	Anets Maint	Instruction	Total	%
Full-Time	205,106	-	212,815	-	-	109,818	527,739	48%
Part-Time	-	149,184	313,664	34,418	49,500	31,200	577,966	52%
<b>Total</b>	<b>205,106</b>	<b>149,184</b>	<b>526,479</b>	<b>34,418</b>	<b>49,500</b>	<b>141,018</b>	<b>1,105,705</b>	<b>100%</b>
	19%	13%	48%	3%	4%	13%		

As revealed in the table above, 52% of the total 2021 budgeted payroll is expected to be derived from the part-time labor force, while 48% of the total labor cost is allocated for maintenance of the course and buildings.

As previously mentioned, the late season reopening will eliminate league play in 2021. The elimination of the program in 2021 reduced the need for part-time hours. Once league play returns in 2022, management expects to increase part-time hours to meet additional demand.

The 2021 budget reflects a 2.5% merit increase for all full-time positions.

#### Employee Benefits

Benefits include healthcare premiums for all benefit-eligible positions, unemployment claims, continuing education and the employer share of social security and pension benefits. Relative to healthcare, the 2021 budget reflects employee coverage elections at the time of open enrollment.

Benefits are budgeted to remain relatively flat, decreasing less than one percent to \$358,000 compared to the 2020 budget.

The Division allocated \$2,500 for PGA tuition reimbursement for the part-time apprentice positions in 2021 and reimbursed \$2,350 in PGA tuition in 2020.

#### Contractual Services

Contractual services are up 38.5% or \$103,000 to \$369,000 compared to the 2020 budget. The increase primarily reflects normal operating costs coming back online with the reopening of operations and construction of the new clubhouse. Specifically, costs are up in utilities (\$39,000), credit card processing fees (\$30,000), GPS service for golf fleet (\$41,000) and promotional advertising (\$28,500). These increases were partially offset by a drop in facility rental costs. Last year management budgeted \$39,000 for space to accommodate instruction programs. Rental charges totaled \$4,500 in 2020 as program offerings were limited due to COVID restrictions.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Golf Operations**

#### **Repair & Maintenance**

Costs are down \$2,500 to \$21,750 compared to the prior year budget. The 2021 budget includes funding for pathway and equipment repairs. Pathway repairs will be performed prior to reopening.

#### **Supplies**

Supplies are expected to increase \$154,000 to \$453,000 compared to the 2020 budget reflecting the facility reopening. Specifically, the cost of inventory sold is up \$38,000 reflecting the return of golf merchandise sales. In addition, employee uniforms are up (\$11,300) reflecting the rebranding of the course and new logo, new range balls (\$15,000) and new course supplies (\$10,500) including flagsticks, cups and ball washers.

#### **Miscellaneous**

This category includes Divisional training for all staff members. The 2021 budget totals \$3,300 and includes maintenance workshops for supervisor training, tree pruning and virtual attendance at the National Golf Course Superintendents Association of America.

#### **Departmental Transfer**

Since 2018, all direct costs are charged to the Golf Division budgets eliminating the administrative overhead allocation. These costs include the employer share of social security and pension costs, property and liability insurance and administrative charges such as training and technology service contracts.

#### **Debt**

No debt is expensed within the Golf Division budget.

#### **Capital Projects**

The golf course renovation and clubhouse construction project will be completed in 2021. The 2021 capital budget is just under \$5.0 million and includes the remaining construction costs for the completion of the clubhouse and course improvements.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Recreation**

#### **Division Overview**

The Recreation Division provides the residents of Northbrook with opportunities to learn new skills, gather information, socialize, exercise, learn about and appreciate nature and spend their leisure time safely and wisely through quality programs, services and special events.

#### **Responsibilities**

The Recreation Division is responsible for customer relations, facility operations and programs and services at the Techny Prairie Activity Center, Northbrook Sports Center, Leisure Center, Senior Center, Ed Rudolph Velodrome, Meadowhill Aquatic Center, Northbrook Sports Center Pool, Northbrook Theatre, Village Green Center, Greenbriar Gymnasium, Northbrook Dog Park and fields and courts throughout the parks. The Recreation Division is comprised of several departments: Ice Skating, Fitness, Athletics, Aquatics, General Recreation (Youth & Adult), Before/After School Programs, Seniors, Visual and Performing Arts.

The Recreation Division is a liaison to 8 affiliate groups that operate in cooperation with the District. Recreation works closely with these groups, fostering effective communication to ensure quality programs and services for our residents. In addition, the Division provides a staff representative to the Northbrook Arts Commission, Senior Services Commission, and the 4<sup>th</sup> of July intergovernmental committee.

#### **Recreation Division/Administration**

##### **Administration**

Recreation Administration provides overall support and direction for recreation programs and services for each age, ability and interest represented in our community.

##### **Registration and Customer Service**

Customer service staff process registration for programs, memberships, services and rentals and accept daily admissions for a variety of programs. Staff members generate various registration reports, maintain the ActiveNet database and prepare registration information for each brochure season.

#### **Sports Center Operations**

The District operates two NHL-sized indoor ice rinks (Rinks A and B), providing comprehensive skating programs for ages 3 through adults. Programs include figure skating (preschool, recreational and competitive), specialized classes (jumps and power), hockey (lessons, open hockey and league play) and a variety of open (public) skating opportunities.

Off-ice training sessions are held in the multipurpose rooms. The rooms are also used to accommodate affiliate meetings, skater training, birthday parties and rentals.

##### **Skating School**

The Ice Skating Institute (ISI), Learn to Skate program includes classes for participants of all ages and abilities.

##### **Instructional Hockey/Hockey Training Academy**

A progressive instructional hockey program is offered through a contractual agreement with the Northbrook Hockey League (NBHL). NBHL also offers all on- and off-ice instruction for the summer Hockey Training Academy.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Recreation**

#### **Family and Open Skating**

In addition to instructional classes, the District offers scheduled open skating sessions throughout the week and over holidays in prime time as well as non-prime time. Programs include open hockey, sticks and pucks and public skating. A Cosmic Skate program is offered on select Saturday evenings from September-March.

#### **Freestyle Ice**

The District provides freestyle ice time for figure skaters. District and area instructors provide private lessons or skaters can register for these times to practice solos or skills learned in group classes.

#### **Skating and Dance Camp**

The District offers summer youth camps for recreational figure skating. The popular Skate and Dance Camp includes instruction as well as open swim, crafts, cooking and field trips. The camp offers opportunities for beginner through more advance levels.

#### **Adult Hockey Leagues**

Year-round, organized adult hockey leagues are available for men in various levels of non-check play. A women's league is offered during the summer months.

#### **Northbrook-On-Ice**

The annual ice show, Northbrook-On-Ice, is the culmination of the 30-week Learn to Skate program, freestyle ice practice and the Icette program. The award-winning production features skating school participants of all ages and abilities as well as competitive skaters.

#### **ISI Open Skating Competition/Winter Welcome**

The District offers an ISI-sanctioned recreational figure skating competition each December, attracting competitors throughout the region at various age and ability levels.

#### **Affiliates & Rentals**

After programming is scheduled, the District rents the majority of ice time to affiliate groups, including the Northbrook Hockey League, Northbrook Competitive Figure Skating Team, Teams Elite Synchronized Skating Club and the Northbrook Speed Skating Club for practices, games and tournaments. Any available ice time typically is rented by local teams, clubs and private parties.

#### **Athletics**

##### **Youth Leagues and Programs**

The District offers house soccer, lacrosse and flag football leagues for youth, starting in preschool. When fields are not in use, they are available for school district programs, affiliate use and community rentals. There is also a youth basketball league, which utilizes Glenbrook North High School, Greenbriar Gym, Techny Prairie Activity Center and all other Northbrook school districts.

Instructional programs for youth sports are held at the District's indoor and outdoor facilities. Seasonal classes include volleyball, baseball and softball clinics, lacrosse, basketball, football, soccer, pickleball and multisport classes.

##### **Adult Leagues and Programs**

The District offers softball and basketball leagues for adults. When fields are not scheduled, they are available for school district programs, affiliate use and community rentals. An adult basketball league and open gym (soccer, basketball, pickleball) are held at Techny Prairie Activity Center and Greenbriar Gym. Tennis lessons are available on outdoor District

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Recreation

courts from April through September and indoors at the local racquet club during the winter months for adults of any ability.

#### **Batting Cages**

Located in Techny Prairie Park and Fields, the batting cages for baseball and softball are open from mid-April through mid-October with additional hours for tournaments and adult leagues.

#### **Summer Camps (Athletics)**

The District camps attract approximately 250 children for two four-week sessions. Shorter sports camps are offered at Greenbriar and Techny Prairie Activity Center during the holiday and spring breaks.

#### **Skate Park**

Also at Techny Prairie Park and Fields is the District's only skate park, hailed as one of the most popular in the area because of the concrete construction. Youth from Northbrook and many surrounding communities enjoy this amenity. Instructional classes and an occasional special event are held there.

#### **Tennis**

The District maintains 19 outdoor tennis courts for public use. The courts are located at 5 park sites: Wood Oaks Green (8), Crestwood (4), West Park (3), Williamsburg Square (3) Oaklane (1). The District courts are scheduled for lessons, and available time is rented. The District also contracts with two indoor tennis clubs for private and group lessons, conducted both indoors and outdoors.

#### **Pickleball**

In 2019, the District installed 6 dedicated outdoor pickleball courts at Stonegate Park. The courts are open for public use, lessons and rentals. Tennis courts at Crestwood, Williamsburg Square and Wood Oaks Green are also lined for pickleball.

#### **Martial Arts**

The District works with two martial arts contractors to offer karate and taekwondo classes for residents. Classes take place at the Leisure Center.

#### **Ed Rudolph Velodrome**

The Velodrome in Meadowhill Park is one of only 22 banked quarter-mile bicycle tracks in the country. Thursday night races attract top cyclists from the Midwest. The District offers a youth program with training on Wednesdays and racing on Fridays. Northbrook residents can use the track when it is not reserved for races or training. Staff works with the Northbrook Cycle Committee to host programs at the facility during the summer.

#### **Greenbriar Gymnasium**

The gymnasium at Greenbriar School was a joint venture between the Northbrook Park District and School District 28. The gym provides dedicated indoor space and the opportunity to offer additional programming opportunities. The District can use this facility after school and during weekends, school holidays and vacation breaks. The gym has one regulation high school basketball court with two side courts.

#### **Northbrook Dog Park**

In 2013, the District opened a dog park at Coast Guard Park, after signing an easement agreement with Underwriters Laboratories to allow the use of its driveway as an entrance to the park. The District created a 2-acre area for all dogs and a .5-acre area for small dogs, as well as a 37-spot parking lot. The facility also includes a shelter with tables and benches, a dog wash area and a drinking fountain. The facility is open daily until dark year-round.

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Recreation

#### Aquatics

##### Aquatics Operations

The District operates two outdoor swimming facilities with the following amenities:

<u>Meadowhill Aquatic Center</u> Diving well with 1- and 3-meter boards A body water slide and tube water slide A play area for children under 10 years of age 25-yard, 8-lane lap pool Concessions area	<u>Northbrook Sports Center Pool</u> Diving well: 1- and 3-meter boards, Drop Slide, and Climbing Wall Zero depth with interactive play features Vortex Pool 25-yard, 6 Lane Pool Concessions area
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Swimming opportunities are available from Memorial Day through Labor Day with extensive public swim hours.

#### Aquatic Programs

The District offers swimming and diving lessons and water orientation programs for all ages and abilities. Four two-week sessions of lessons are offered between June and August. Certified swim instructors teach the Starfish lesson program. Water Fitness classes are offered for our adult and senior populations. After-hours pool parties also are available.

#### Leisure Center

The Leisure Center offers a wide variety of programs for preschoolers through adults and seniors. Programming is divided into categories: Early Childhood and Preschool, Visual Arts, School-Age Childcare and Enrichment, General Recreation, Camps, Seniors, Performing Arts, Special Events and Rentals/Parties.

##### Early Childhood and Preschool

The Leisure Center offers early childhood enrichment classes, such as Wee Chefs, Kiddie Concoctions and Safety Town. Designed for children from 3-5 years of age, Sunshine Preschool is a multi-faceted program based on a philosophy of learning through play in a nurturing and supportive environment.

##### Visual Arts

Visual Arts classes are an area of interest for children and adults at the Leisure Center. Instructional classes include clay and ceramics, wheel throwing, drawing, knitting and crocheting, painting and other arts and crafts.

##### School-Age Childcare and Enrichment

The District, in cooperation with School Districts #27, #30 and #31, offers before- and after-school care (Adventure Campus) at six sites. This program is designed to be self-supporting with user fees covering all direct expenses.

##### General Recreation

Several general interest programs are offered year-round for youths, teens and adults such as: Mad Science, Chess Wizards, Magic, Tech Stars, cooking and various one-time events.



# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Recreation**

#### **Summer Day Camps (General Recreation)**

A variety of summer camp experiences are available for children ages 3-13. Each camp offers a fun, recreational experience, while promoting positive self-worth and skill development.

#### **Leisure Center Parties/Rentals**

Residents can enjoy the use of facilities by booking a party or room rental. Staff assists in making birthday celebrations memorable with the following themed parties: Sports, Cooking, Princess/Superhero, Balloon Animals, Pirates, Magic, Spa Retreat and Glamour. Facility rentals allow outside groups to conduct meetings and special functions, rent the gym for sports activities and take advantage of the kitchen and library.

#### **Senior Center**

The Senior Center serves the leisure and social needs of the adult population, age 65 and older. Membership is open to residents and non-residents for a nominal fee. Members enjoy a variety of free drop-in activities and receive a discount on trips and programs, along with bi-monthly newsletters. The Senior Center, located in the Leisure Center, provides recreation programs that include a performance choir, crafts, special interest groups, trips and special events. The Center was temporarily moved to the Village Green to accommodate School District 27's kindergarten and first grade classes at the Leisure Center during the 2020/21 school year. The Senior Center provides services to meet the needs of this demographic including driver safety programs, vision testing and driver's license renewal. In 2013, the District took over the operations of the Lending Closet, which allows residents and Senior Center members to borrow medical equipment such as walkers, wheelchairs and crutches, free of charge.

#### **Performing Arts**

Performing Arts are popular at the Leisure Center with classes in Music, Dance and Drama, as well as an active theatre program specializing in musicals by and for children. An agreement signed with the Actors' Equity Association brings professional performers to the Northbrook Theatre for Young Audiences' (NTYA) stage. NTYA is one of the few professional theatres in the Midwest dedicated specifically to Theatre for Young Audiences and the only professional Equity Theatre for Young Audiences in Illinois within a Park District.

#### **Performing Arts Classes**

The Performing Arts Department offers classes in theatre as well as private lessons in voice, piano and dance. The Northbrook School of Dance provides a variety of classes for ages 2 and older in both a recreational and recital-based format, while Drama classes are available for ages 3 and older and culminate in a performance for participant families at the end of each session.

#### **Theatre Performances**

Theatre performances are given by the Northbrook Theatre for Young Audiences (NTYA), the Northbrook Theatre Youth Company (NTYC) for youth in grades 3-8 and the Community Musical for participants age 9-adult. NTYA presents Theatre for Young Audiences performed by professional actors. NTYC presents two "theatre by youth for youth" productions each year. Additionally, there is one Community Musical performance each June.

#### **Performing Arts Summer Programming**

In the summer, the Performing Arts Department offers professional Performing Arts Workshops. Session attendance averages between 100 and 125 participants enrolled in two levels: Limelighters for children in kindergarten through 2nd grade and Theatre Arts for grades 3-8. Each level meets five days to immerse participants in the performing arts, offering daily exposure to music, dance, drama, and rehearsals for a final performance. Limelighters and the Musical Track

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Recreation**

of Theatre Arts culminate in a public performance of an age-appropriate production. The Elective Track of Theatre Arts is a flexible week by week program that focuses on the elements of theatre and associated activities without the final performance. Performing Arts Workshops also offer recreational activities and field trips for a well-rounded experience.

#### **Northbrook Community Choir**

The Northbrook Community Choir is a Performing Arts program that has approximately 40 members and performs at local events, the Northbrook Library, and the Leisure Center for a spring performance. The Choir also provides a community holiday concert in December.

#### **Theatre Rentals**

In addition to District programs, the Performing Arts Department cooperates with local groups such as the Highland Park Players, Lyudmila Schaible's Children's Theatre, Bravo Theatre, Constant Enterprises, Star Dance Studios, Masterica Dance Studio and other local music, dance and drama groups. These groups rent during times when the theatre does not have a performance scheduled, and Park District staff members provide technical and artistic expertise to enhance the presentations.

#### **Recreation Special Events**

The District offers many Special Events during the year, including Winter Carnival, Daddy-Daughter Dance, Mother-Daughter Spring Tea, Breakfast with the Bunny, Father-Son Outing, Tuesdays in the Park, Liberty Loop 5K, Liberty Lap Fun Run, Kids' Duathlon, Cardboard Regatta, Touch-A-Truck, Mother-Son Date Night, Halloween Family 3K, Autumnfest, Gingerbread House Workshop, and Breakfast and Lunch with Santa. There are also Customer Appreciation Events at Adventure Campus for families. Special Events are unique activities that are held during a short, specific period of time.

The District partners with the Village of Northbrook to provide residents with 4<sup>th</sup> of July festivities including a bike parade, parade, and fireworks show.

#### **Techny Prairie Activity Center**

The Techny Prairie Activity Center offers a wide variety of programs for preschoolers through adults and seniors. Programming is divided into categories: Fitness Center, Indoor Track, Personal Training, Group Fitness, Rentals/Parties and Childcare. Athletics and Camps are noted under the sections above.

#### **Fitness Center**

The Fitness Center offers memberships and daily admission for individuals ages 13 and older for the 6,000+ square foot fitness floor.

#### **Group Fitness**

A wide variety of group fitness classes such as Pilates, Yoga, Zumba, Werq, Cycling, Barre, WOW and more are offered in the two fitness studios. These classes are included with a membership or daily admission fee. In addition, specialized fitness classes are offered for a fee including Yoga for Beginners and Joints in Motion.

#### **Indoor Track**

The indoor track is 8 laps to a mile. Use of the indoor track is available with a fitness membership, a track only membership or payment of a daily admission fee.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Recreation**

#### **Personal Training**

Personal training is available for 1-on-1, partner and small group sessions. Individuals can pay as they go or purchase a punch pass for multiple sessions.

#### **Rentals/Parties**

Residents can enjoy the use of facilities by booking a party or room rental. Staff assists in making birthday celebrations memorable with the following themed parties: Sports, Dance, Fitness or Kids' Corner. Facility rentals allow outside groups to conduct meetings or special functions in the Prairie Room and rent the gym for sports activities. Also, individuals can rent the Prairie Room and its kitchen for self-planned parties and meetings.

#### **Child Care**

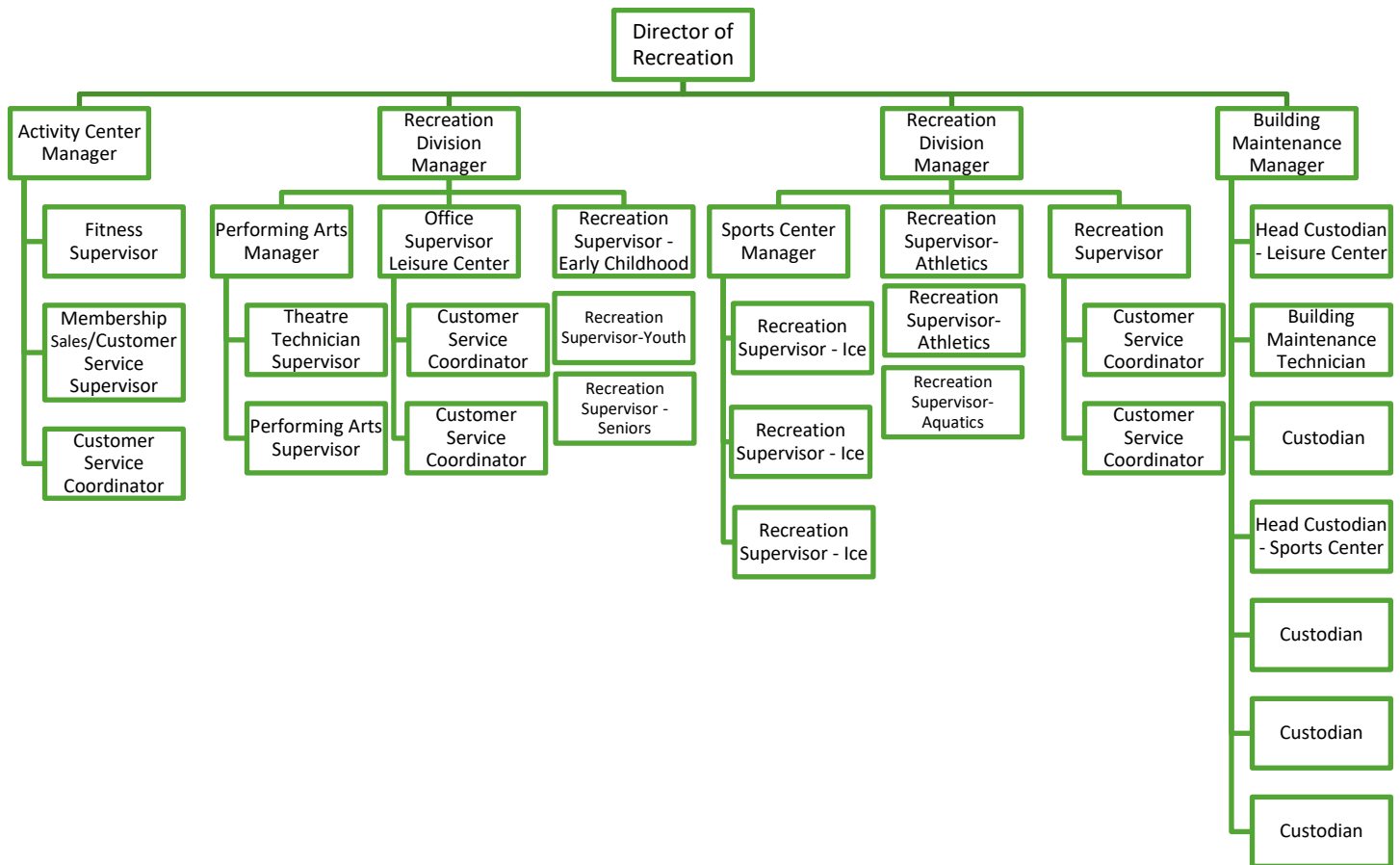
Childcare is offered in the Kids' Corner Room. Individuals can pay as they go or purchase a punch pass for multiple sessions.

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Recreation

### Organization Chart - Recreation



# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Recreation

	A	B	C	D	E	F	A-C		A-B	
						8 Month May 1-Dec 31 2017 Final	Budget Comparison	%	2021 Budget vs. 2020 Estimate	%
Recreation Division	2021 Budget	2020 Estimate	2020 Budget	2019 Final	2018 Final					
Property Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	0.0%
Replacement Tax	0	0	0	0	0	0	0	0.0%	0	0.0%
Investment Income	0	0	0	0	0	0	0	0.0%	0	0.0%
Daily Fees	638,927	342,703	846,093	801,301	734,248	526,393	(207,166)	-24.5%	296,224	86.4%
Program Fees	2,238,423	2,217,638	5,698,453	4,979,792	4,713,875	3,484,690	(3,460,030)	-60.7%	20,785	0.9%
Membership Fees	419,202	24,619	257,355	224,700	243,066	221,439	161,847	62.9%	394,583	1602.8%
Rental Income	924,837	697,648	872,156	920,312	859,642	644,284	52,681	6.0%	227,189	32.6%
Retail Sales	4,410	44,021	40,825	62,096	55,211	2,875	(36,415)	-89.2%	(39,611)	-90.0%
Miscellaneous Income	612,928	702,287	161,791	163,033	109,114	139,123	451,137	278.8%	(89,359)	-12.7%
<b>Operating Revenue</b>	<b>4,838,727</b>	<b>4,028,916</b>	<b>7,876,673</b>	<b>7,151,234</b>	<b>6,715,155</b>	<b>5,018,804</b>	<b>(3,037,946)</b>	<b>-38.6%</b>	<b>809,811</b>	<b>20.1%</b>
Salaries & Wages	3,120,502	2,430,857	4,313,644	3,515,860	3,413,804	2,515,958	(1,193,142)	-27.7%	689,645	28.4%
Employee Benefits	859,528	774,112	1,129,388	887,171	919,747	312,504	(269,860)	-23.9%	85,416	11.0%
Contractual Services	1,414,819	1,429,511	2,397,472	2,007,115	1,857,492	1,158,797	(982,653)	-41.0%	(14,692)	-1.0%
Repair & Maintenance	75,200	36,723	63,200	56,204	42,246	27,003	12,000	19.0%	38,477	104.8%
Supplies	345,016	310,665	815,928	696,264	664,857	417,912	(470,912)	-57.7%	34,351	11.1%
Miscellaneous	73,775	23,002	88,275	51,086	89,456	31,370	(14,500)	-16.4%	50,773	220.7%
Transfers	32,130	18,904	34,822	33,188	0	0	(2,692)	-7.7%	13,226	70.0%
Debt Service	0	0	0	0	0	0	0	0.0%	0	0.0%
<b>Operating Expense</b>	<b>5,920,970</b>	<b>5,023,774</b>	<b>8,842,729</b>	<b>7,246,888</b>	<b>6,987,601</b>	<b>4,463,544</b>	<b>(2,921,759)</b>	<b>-33.0%</b>	<b>897,196</b>	<b>17.9%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(1,082,243)</b>	<b>(994,858)</b>	<b>(966,056)</b>	<b>(95,654)</b>	<b>(272,446)</b>	<b>555,260</b>	<b>(116,187)</b>	<b>12%</b>	<b>(87,385)</b>	<b>8.8%</b>
Bond Proceeds	0	0	0	0	0	0	0	0.0%	0	0.0%
Capital Projects	(5,421,000)	(12,029,573)	(13,176,000)	(4,670,124)	(1,251,082)	0	7,755,000	-58.9%	6,608,573	-54.9%
<b>Other</b>	<b>(5,421,000)</b>	<b>(12,029,573)</b>	<b>(13,176,000)</b>	<b>(4,670,124)</b>	<b>(1,251,082)</b>	<b>0</b>	<b>7,755,000</b>	<b>-58.9%</b>	<b>6,608,573</b>	<b>-54.9%</b>
<b>Net Surplus/(Deficit)</b>	<b>(6,503,243)</b>	<b>(13,024,431)</b>	<b>(14,142,056)</b>	<b>(4,765,778)</b>	<b>(1,523,528)</b>	<b>555,260</b>	<b>7,638,813</b>	<b>-54.0%</b>	<b>6,521,188</b>	<b>-50.1%</b>

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Recreation

#### Budget Highlights

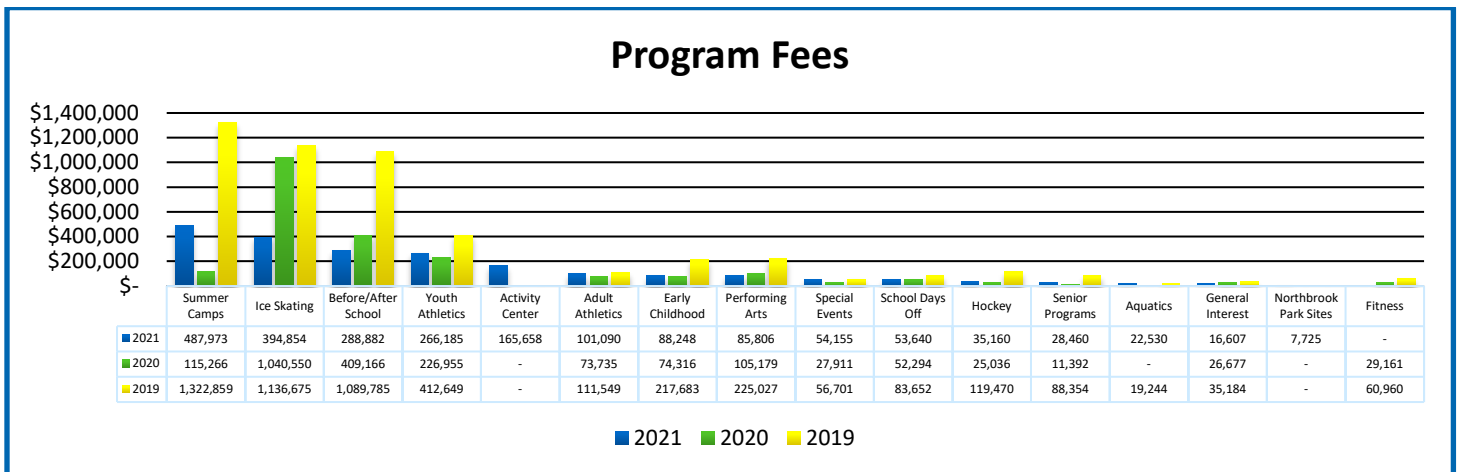
##### Overview

Budgeted revenue in 2021 totals approximately \$4.8 million representing a \$3.0 million decrease compared to the 2020 budget but rebounding \$810,000 compared to the 2020 year-end estimate.

By far the Division most impacted by COVID within the District was the Recreation Division with the corresponding facility closures and program cancellations as revealed in the chart below. In 2020 revenue dropped \$3.8 million or 48.9% compared to the 2020 budget.

	A		B		C		B-C		A-C		A-B	
Revenue	2021 Budget	%	2020 Estimate	%	2020 Budget	%	Variance	%	Variance	%	Variance	%
Rec Admin	503,720	10.4%	497,840	12.4%	4,620	0.1%	493,220	10675.8%	499,100	10803.0%	5,880	1.2%
Rec Programs	2,659,219	55.0%	2,766,450	68.7%	6,496,876	82.5%	(3,730,426)	-57.4%	(3,837,657)	-59.1%	(107,231)	-3.9%
Rec Facilities	714,031	14.8%	71,309	1.8%	472,921	6.0%	(401,612)	-84.9%	241,110	51.0%	642,722	901.3%
Rec Rentals	961,757	19.9%	693,317	17.2%	902,256	11.5%	(208,939)	-23.2%	59,501	6.6%	268,440	38.7%
<b>Total</b>	<b>4,838,727</b>	<b>100%</b>	<b>4,028,916</b>	<b>100%</b>	<b>7,876,673</b>	<b>100%</b>	<b>(3,847,757)</b>	<b>-48.9%</b>	<b>(3,037,946)</b>	<b>-38.6%</b>	<b>809,811</b>	<b>20.1%</b>

The \$2.7 million in revenue from programs is the most significant revenue stream for the Division. Programs are expected to comprise 55.0% of the total 2021 Divisional revenue, down dramatically from 2020 budget but expected to rebound to previous levels once all COVID restrictions are lifted. The 2021 budget reflects restrictions currently in place but includes a steady increase in participation and program revenue primarily beginning in the second half of the year. The following chart details program revenue by area from 2019 to 2021.



It should be noted that the top five program areas shown above are expected to generate 76% of the total program revenue for the Division in 2021.

Facility revenue primarily includes the revenue generated from the new fitness center (\$416,000) and Meadowhill Aquatics Center (\$187,000), while Sports Center rink rentals (\$491,000) and room rentals at Leisure Center for School District 27's kindergarten and first grade classes (\$125,000) comprise the majority of rental revenue in 2021 for the Division.

Daily fees are budgeted to increase \$296,000 to \$639,000 compared to the 2020 year-end projection. Last year the District did not open either outdoor pool. The District has budgeted to open one pool for the 2021 season. Staff anticipates COVID restrictions will continue to limit occupancy and hours of operation during the year. In 2020 neighboring pools that opened were forced to close every 2 hours to sanitize the facility. Staff anticipates a similar protocol to occur this season.

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Recreation

Admissions	2021 Budget	%	2020 Estimate	%	2019 Final	%
Freestyle Ice	216,000	34%	249,449	73%	368,111	46%
MAC Pool	187,100	29%	-	0%	55,659	7%
Sports Center Pool	-	0%	-	0%	47,291	6%
Theatre	45,410	7%	39,835	12%	170,229	21%
Batting Cages	42,000	7%	31,241	9%	39,973	5%
Personal Training	31,240	5%	-	0%	-	0%
TPAC Gym	30,328	5%	-	0%	-	0%
TPAC Childcare	25,600	4%	-	0%	-	0%
Fitness Center	22,000	3%	6,624	2%	34,468	4%
Northbrook On Ice	18,000	3%	-	0%	59,634	7%
Public Skating	16,610	3%	15,554	5%	24,128	3%
Programs	4,639	1%	-	0%	1,808	0%
<b>Total</b>	<b>638,927</b>	<b>100%</b>	<b>342,703</b>	<b>100%</b>	<b>801,301</b>	<b>100%</b>

Admission fees for the pools were increased last year, prior to the closure. The new fee schedule will help to offset the increase in labor costs due to the mandatory increases in minimum wage.

Freestyle ice sessions represent the largest activity within daily fees as revealed above. Freestyle ice is budgeted to generate \$216,000 in revenue in 2021, down \$33,000 from the 2020 year-end estimate. The drop in revenue compared to 2020 reflects the planned closing of the facility after the completion of the Northbrook-On-Ice program in May. The facility is expected to be shut down through September. The project includes replacing the roof as well as rooftop units and other mechanicals. Freestyle sessions provide skaters time to work on competitive routines or take private lessons.

Program fees are expected to drop 60.7% or \$3.5 million compared to the 2020 budget and increase 0.9% or \$21,000 to \$2.2 million compared to 2020 year-end estimates.

The table below provides program fees for the 2021 budget, year-end estimates for 2020 and results from fiscal 2019.

	A	B	C		A-C		A-B	
Program Fees	2021 Budget	2020 YE	2020 Budget	2019 Final	Budget Variance	%	YE Variance	%
Summer Camps	629,423	115,266	1,539,554	1,322,859	(910,131)	-790%	514,157	33%
Ice Skating	394,854	1,040,550	1,320,104	1,136,675	(925,250)	-89%	(645,696)	-49%
Before/After School	288,882	409,166	1,247,133	1,089,785	(958,251)	-234%	(120,284)	-10%
Youth Athletics	266,185	226,955	445,692	412,649	(179,507)	-79%	39,230	9%
Activity Center	165,658	-	4,800	-	160,858	0%	165,658	3451%
Adult Athletics	101,090	73,735	128,000	111,549	(26,910)	-36%	27,355	37%
Early Childhood	88,248	74,316	252,280	217,683	(164,032)	-221%	13,932	6%
Performing Arts	85,806	105,179	246,935	225,027	(161,129)	-153%	(19,373)	-8%
Special Events	54,155	27,911	79,155	56,701	(25,000)	-90%	26,244	33%
School Days Off	53,640	52,294	99,185	83,652	(45,545)	-87%	1,346	1%
Hockey	35,160	25,036	121,847	119,470	(86,687)	-346%	10,124	8%
Senior Programs	28,460	11,392	83,818	88,354	(55,358)	-486%	17,068	20%
Aquatics	22,530	-	25,770	19,244	(3,240)	0%	22,530	87%
General Interest	16,607	26,677	32,800	35,184	(16,193)	-61%	(10,070)	-31%
Northbrook Park Sites	7,725	-	3,375	-	4,350	0%	7,725	229%
Fitness	-	29,161	68,005	60,960	(68,005)	-233%	(29,161)	-43%
<b>Total</b>	<b>2,238,423</b>	<b>2,217,638</b>	<b>5,698,453</b>	<b>4,979,792</b>	<b>(3,460,030)</b>	<b>-61%</b>	<b>20,785</b>	<b>0.9%</b>

As revealed in the table above, summer camps are expected to generate the highest level of program revenue in 2021. Camp revenue dropped \$910,000 compared to the 2020 budget as COVID restrictions drastically limited the number of participants that could gather. The District was able to offer one camp in 2020 and is preparing to offer five options in 2021.

# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Recreation

Although program fees for Camps are expected to outpace Ice Skating in 2021, revenue within the skating program exceeded \$1.0 million during 2020. The drop-off in budgeted skating revenue reflects the closure of the facility in 2021.

Adventure Campus programs are expected to generate \$289,000 in program revenue during 2021, down \$120,000 from the 2020 year-end estimate. Although COVID restrictions are starting to lessen, management does not anticipate participation in this program to return to 2019 levels this year based on current demand. The 2020 year-end projection includes revenue generated from this program in January through mid-March prior to the program being cancelled.

Membership fees are comprised of fitness center/track memberships, senior memberships and dog park memberships. In past years, seasonal pool passes were also included. The District does not anticipate offering pool passes this year due to limitations that require patrons to reserve pool time in 2-hour increments. Management will continue to monitor guidance provided by the Illinois Department of Public Health (IDPH) as the season approaches. Memberships are expected to increase \$162,000 to \$419,000 compared to the 2020 budget and increase \$395,000 compared to 2020 year-end estimates. Fitness and track memberships at the new activity center total \$369,000 and \$21,600, respectively, in 2021.

Rental income is forecasted to total approximately \$925,000 and includes rink/room rentals at Northbrook Sports Center (\$528,000), court and field rentals at park sites (\$197,000) and room rentals at the Leisure Center (\$129,000). The rental at Leisure Center primarily represents the fee paid by School District 27 to accommodate kindergarten and first grade classes. The table below details rental income for the Division.

	A	B	C		A-C		A-B	
Rentals	2021 Budget	2020 Estimate	2020 Budget	2019 Final	Variance	%	Variance	%
Sports Center	527,860	382,025	615,600	654,686	(87,740)	-14%	145,835	38%
Park Sites	197,022	205,757	174,737	187,960	22,285	13%	(8,735)	-4%
Leisure Center	128,790	105,478	13,235	15,194	115,555	873%	23,312	22%
Techny Park Activity Center	41,265	-	-	-	41,265	0%	41,265	0%
Leisure Center Theatre	11,000	1,810	30,250	34,854	(19,250)	-64%	9,190	508%
Greenbriar Gym	9,200	1,792	10,875	7,408	(1,675)	-15%	7,408	413%
MAC Pool	7,500	-	7,575	5,968	(75)	-1%	7,500	0%
Sports Center Pool	-	-	-	10,496	-	0%	-	0%
Village Green	2,200	786	3,520	3,746	(1,320)	-38%	1,414	180%
<b>Total</b>	<b>924,837</b>	<b>697,648</b>	<b>855,792</b>	<b>920,312</b>	<b>69,045</b>	<b>8%</b>	<b>227,189</b>	<b>33%</b>

Miscellaneous revenue totals \$613,000 in 2021 and includes \$500,000 in Net Zero grant proceeds and \$38,000 in employee health insurance reimbursements.

#### Salary and Wages

Employee wages are expected to decrease \$1.2 million or 27.7% to \$3.1 million in 2021, compared to the 2020 budget. The 2021 budget reflects a 2.5% merit increase for all full-time positions and assumes all full-time positions are filled.

Despite opening the new activity center, the total full-time headcount in the Division is currently lower than in 2020. As program revenue and participation return to previous levels, the District plans to add back positions that were previously released due to the impact from COVID. Management was able to use existing staff to supplement the needs of the new activity center and assist other Divisions, thus reducing the need to lay off additional staff members. In fact, during the year custodians normally working at District facilities were redirected to the Parks and Golf Divisions where they provided labor for general maintenance including mowing. Redirecting this labor reduced the need for the seasonal maintenance crews normally hired in Parks and Golf.



# NORTHBROOK PARK DISTRICT

## Divisional Budget Analysis

### Division of Recreation

Payroll	Admin	Programs	Facilities	Rentals	Total	%
Full-Time	320,009	713,037	770,524	-	1,803,570	58%
Part-Time	-	565,719	723,056	28,157	1,316,932	42%
<b>Total</b>	320,009	1,278,756	1,493,580	28,157	3,120,502	100%
	10%	41%	48%	1%		

Roughly 58% of the total work force in Recreation is provided through full-time positions, while part-time labor represents 42% of the total expense as revealed in the table above.

#### Employee Benefits

Benefits include healthcare premiums for all benefit-eligible positions and unemployment claims for the Division. In addition, the employer share for social security and pension benefits is also included within the Divisional budget. Relative to healthcare, the 2021 budget reflects employee coverage elections at the time of open enrollment.

Benefits are forecasted to total \$860,000, down \$270,000 or 23.9% compared to the 2020 budget, and increase \$85,000 compared to the 2020 year-end estimate. Total benefits including healthcare premiums are down compared to the prior year budget reflecting the lower headcount for both full and part-time positions.

Pension costs are down \$21,500 to \$140,000 compared to the 2020 budget primarily reflecting a decrease in the full-time headcount as the employer rate increased from 7.26% to 7.32% in 2021. Eligible employees contribute 4.5% of their earnings toward pension benefits. However, the employer's share will vary from year-to-year depending on many factors including annual investment returns, member demographics and actuarial assumptions.

#### Contractual Services

Contractual Services are down 41.0% or \$983,000 to \$1.4 million compared to the 2020 budget and are expected to remain relatively flat compared to the 2020 year-end estimate. As previously mentioned, program revenue for 2021 is expected to be down approximately \$3.5 million compared to the 2020 budget. With fewer programs being offered, program expenses have been reduced just as dramatically. Specifically, program services (\$364,000), credit card transaction fees (\$135,000), transportation costs (\$127,000), independent contractor services (\$129,000) and outside facility rentals (\$102,000) have been significantly reduced.

In addition to the decline in overall program offerings, the drop in transportation and facility rental costs were also impacted by the move of the Teams Elite skating program. In 2021, instead of remaining a park district program, it will move to become an affiliate of the park district and will rent ice time from our facility to support the program. Future program expenses related to Teams Elite will be solely recognized by the affiliate and not the park district.

In addition to the costs mentioned above, other significant expenses include utilities (\$449,000) and the Division's share of PDMRA premiums (\$133,000).

#### Repair & Maintenance

Repair costs total \$75,200 and include funding for building (\$44,000) and equipment repairs (\$35,200).

#### Supplies

Supplies are budgeted to drop 57.7% or \$471,000 to \$345,000 compared to the 2020 budget and decrease \$34,000 compared to the 2020 year-end estimate. Program supplies dropped 60.2% or \$292,000 due to the drop in program offerings in 2021.

# **NORTHBROOK PARK DISTRICT**

## **Divisional Budget Analysis**

### **Division of Recreation**

#### **Miscellaneous**

This category includes Divisional training (\$41,350), program scholarships (\$15,000) and coaching credits for parents who volunteer (\$17,425).

#### **Departmental Transfers**

Departmental transfers reflect field preparation costs and other park maintenance services that are charged to athletic affiliate budgets. Maintenance costs are reviewed by staff on an annual basis.

#### **Debt**

No debt is expensed within the Recreation Divisional budget.

#### **Capital Projects**

Projects for the Division total \$5.4 million for 2021 and include roof and equipment replacements at Sports Center. The project is expected to begin after the Northbrook on Ice production in May. For a full listing of all District-wide projects please refer to Appendix A.

# NORTHBROOK PARK DISTRICT

## Appendix A

### 2021 Capital Improvement Plan

Division/Project	Fiscal 2021
<b>Administration</b>	
ADA Facility Requirements	58,000
Personal Computer Equipment Replacements	20,000
<b>Subtotal</b>	<b>78,000</b>
<b>Parks &amp; Planning</b>	
Asphalt / Concrete Repairs (District-Wide)	38,000
Stonegate Park Parking Lot Replacement	110,000
545 Academy Tuckpointing	235,000
Cedar Lane Tot Lot - Basketball Court Repair	30,000
Greenview Park - Basketball Court Repairs	6,000
Administration - Building Air Compressor	7,750
Leisure Center Emergency Generator Replacement	74,000
Waterline Replacement - Leisure Center	16,750
2002 Kubota 60" Zero-Turn Diesel Mower (4670)	30,000
1996 Kubota B2100 Tractor (5222) (Utility Cart)	26,000
2001 GMC 2WD 1500 Truck (3230)	57,250
Oaklane Park Renovation	86,500
TPPF Interactive Map Signage	7,000
Wescott Park Playground Design	75,000
Wood Oaks Green Park Fence Replacement	18,500
Wood Oaks Green Park Shoreline Stabilization / Sheet Piling Replacement	381,000
<b>Subtotal</b>	<b>1,198,750</b>
<b>Golf</b>	
Golf Master Plan Implementation	4,889,289
Vertigrain Deep Tine Aerator	47,000
Marquee Sign Landwehr & Dundee	25,000
<b>Subtotal</b>	<b>4,961,289</b>
<b>Recreation</b>	
Sports Center Building Replacements	5,351,000
HVAC / Pool Heater Replacements (3) Meadowhill	70,000
<b>Subtotal</b>	<b>5,421,000</b>
<b>Grand Total</b>	<b>11,659,039</b>

# NORTHBROOK PARK DISTRICT

## Appendix B

### Historical Tax Rates

Tax Levy Year	<u>2020*</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Equalized Assessed Valuation (EAV)	N/A	\$3,000,974,422	\$2,627,911,440	\$2,682,584,797	\$2,576,866,528
<b>Total Tax Levy:</b>	\$12,914,928	\$12,462,696	\$11,962,049	\$11,215,423	\$10,891,151
<u>Fund / Tax Rate</u>					
Corporate	0.2083	0.1768	0.1818	0.1588	0.1394
Recreation	0.0849	0.0884	0.1009	0.0989	0.1029
Museum	0.0000	0.0000	0.0000	0.0000	0.0000
Special Recreation	0.0310	0.0356	0.0353	0.0204	0.0208
Paving and Lighting	0.0050	0.0045	0.0050	0.0049	0.0042
Social Security	0.0082	0.0170	0.0217	0.0209	0.0234
Illinois Municipal Retirement	0.0065	0.0136	0.0175	0.0190	0.0277
Public Liability Insurance	0.0033	0.0034	0.0078	0.0152	0.0210
Audit	0.0008	0.0008	0.0009	0.0009	0.0009
Debt Service	<u>0.0739</u>	<u>0.0752</u>	<u>0.0843</u>	<u>0.0792</u>	<u>0.0823</u>
<b>Total Tax Rate:</b>	<b>\$0.4219</b>	<b>\$0.4153</b>	<b>\$0.4552</b>	<b>\$0.4181</b>	<b>\$0.4227</b>
<i>* Taxes/rates for 2020 Levy Year are estimated</i>					
Tax Levy Year	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Equalized Assessed Valuation (EAV)	\$2,163,897,873	\$2,272,968,323	\$2,242,993,929	\$2,502,743,352	\$2,698,668,805
<b>Total Tax Levy:</b>	\$12,297,565	\$12,182,604	\$12,007,814	\$11,787,788	\$11,434,647
<u>Fund / Tax Rate</u>					
Corporate	0.1598	0.1468	0.1431	0.1264	0.1116
Recreation	0.1226	0.1167	0.1182	0.1060	0.0962
Museum	0.0000	0.0000	0.0002	0.0002	0.0002
Special Recreation	0.0224	0.0213	0.0205	0.0181	0.0166
Paving and Lighting	0.0050	0.0050	0.0050	0.0050	0.0049
Social Security	0.0278	0.0265	0.0268	0.0230	0.0207
Illinois Municipal Retirement	0.0330	0.0314	0.0296	0.0245	0.0220
Public Liability Insurance	0.0250	0.0238	0.0239	0.0183	0.0160
Audit	0.0011	0.0011	0.0011	0.0010	0.0008
Debt Service	<u>0.1717</u>	<u>0.1636</u>	<u>0.1670</u>	<u>0.1485</u>	<u>0.1354</u>
<b>Total Tax Rate:</b>	<b>\$0.5684</b>	<b>\$0.5365</b>	<b>\$0.5354</b>	<b>\$0.4710</b>	<b>\$0.4243</b>

# NORTHBROOK PARK DISTRICT

## Appendix C

### Operating/Non-Operating Surplus by Fund

Reconciliation of Financial Table on Page 5

Operating	2021 Budget	2020 YE Projection	2020 Budget	2019 Final	2018 Final	
Revenue	\$ 16,667,534	\$ 14,610,052	\$ 19,266,746	\$ 20,210,789	\$ 18,818,929	A
Expense	14,939,708	12,179,989	17,475,966	15,382,485	15,066,128	B
<b>Operating Surplus</b>	<b>1,727,826</b>	<b>2,430,063</b>	<b>1,790,780</b>	<b>4,828,304</b>	<b>3,752,801</b>	C
Non-Operating Revenue	2,915,328	10,709,363	8,372,442	12,386,632	2,318,983	D
Capital Expense	(11,659,039)	(20,794,289)	(22,770,820)	(5,793,828)	(2,641,501)	E
Debt Expense	(2,263,328)	(2,303,230)	(2,285,963)	(2,301,948)	(2,062,189)	F
<b>Net Surplus</b>	<b>(9,279,213)</b>	<b>(9,958,093)</b>	<b>(14,893,561)</b>	<b>9,119,160</b>	<b>1,368,093</b>	G
Operating Revenue	2021 Budget	2020 YE Projection	2020 Budget	2019 Final	2018 Final	
General Fund	\$ 6,576,805	\$ 5,763,230	\$ 6,140,125	\$ 5,708,072	\$ 4,837,837	
Recreation	8,666,129	6,669,095	10,977,621	12,377,593	11,993,217	
Museum	-	-	-	-	-	
Special Recreation	950,000	1,125,000	1,125,000	902,157	529,869	
Paving & Lighting	-	-	-	-	-	
Social Security	250,000	500,000	500,000	555,174	544,217	
IMRF	100,000	400,000	400,000	446,121	494,743	
Liability	100,000	128,727	100,000	198,276	395,794	
Audit	24,600	24,000	24,000	23,396	23,253	
Debt Service	-	-	-	-	-	
Capital Projects	-	-	-	-	-	
<b>Total Operating Revenue</b>	<b>\$ 16,667,534</b>	<b>\$ 14,610,052</b>	<b>\$ 19,266,746</b>	<b>\$ 20,210,789</b>	<b>\$ 18,818,929</b>	A
Operating Expense	2021 Budget	2020 YE Projection	2020 Budget	2019 Final	2018 Final	
General Fund	5,312,557	4,659,917	5,329,861	4,417,418	4,360,898	
Recreation	7,517,631	6,018,039	9,904,140	9,198,525	8,956,916	
Museum	47,501	-	47,501	-	-	
Special Recreation <sup>1</sup>	798,437	387,796	801,438	539,501	429,166	
Paving & Lighting	-	-	-	-	-	
Social Security	541,341	429,100	621,525	537,531	494,798	
IMRF	404,647	377,629	437,298	369,015	507,616	
Liability	292,994	283,408	307,603	296,895	293,635	
Audit	24,600	24,100	26,600	23,600	23,100	
Debt Service	-	-	-	-	-	
Capital Projects	-	-	-	-	-	
<b>Total Operating Expense</b>	<b>\$ 14,939,708</b>	<b>\$ 12,179,989</b>	<b>\$ 17,475,966</b>	<b>\$ 15,382,485</b>	<b>\$ 15,066,128</b>	B
<b>Operating Surplus</b>	<b>\$ 1,727,826</b>	<b>\$ 2,430,063</b>	<b>\$ 1,790,780</b>	<b>\$ 4,828,304</b>	<b>\$ 3,752,802</b>	C
Non-Operating Revenue	2021 Budget	2020 YE Projection	2020 Budget	2019 Final	2018 Final	
Paving & Lighting	\$ 152,000	\$ 160,000	\$ 160,000	\$ 127,709	\$ 129,475	
Debt Service	2,263,328	2,212,442	2,212,442	2,153,969	2,058,864	
Capital Projects	500,000	8,336,921	6,000,000	10,104,954	130,643	
<b>Total Non-Operating Revenue</b>	<b>\$ 2,915,328</b>	<b>\$ 10,709,363</b>	<b>\$ 8,372,442</b>	<b>\$ 12,386,632</b>	<b>\$ 2,318,983</b>	D
Non-Operating Revenue	2021 Budget	2020 YE Projection	2020 Budget	2019 Final	2018 Final	
Capital Expense						
Special Recreation	\$ 58,000	\$ 796,819	\$ 778,000	\$ 43,605	\$ 28,344	
Paving & Lighting	148,000	180,298	187,250	42,692	311,228	
Capital Projects	11,453,039	19,817,172	21,805,570	5,707,531	2,301,929	
<b>Total Capital Expense</b>	<b>\$ 11,659,039</b>	<b>\$ 20,794,289</b>	<b>\$ 22,770,820</b>	<b>\$ 5,793,828</b>	<b>\$ 2,641,501</b>	E
Debt Service	2,263,328	2,303,230	2,285,963	2,301,948	2,062,189	
<b>Total Non-Operating Expense</b>	<b>\$ 13,922,367</b>	<b>\$ 23,097,519</b>	<b>\$ 25,056,783</b>	<b>\$ 8,095,776</b>	<b>\$ 4,703,690</b>	F
<b>Net Surplus</b>	<b>\$ (9,279,213)</b>	<b>\$ (9,958,093)</b>	<b>\$ (14,893,561)</b>	<b>\$ 9,119,160</b>	<b>\$ 1,368,094</b>	G

<sup>1</sup> Excludes ADA capital projects

# NORTHBROOK PARK DISTRICT

## Appendix D

### Employee Headcount by Type

The Park District has several classifications of employees. The first distinction is if the employee works more than 1,000 hours per year. Those employees contribute to and eventually may be eligible for retirement benefits from the Illinois Municipal Retirement Fund (IMRF). Within the IMRF classification are year-round, full-time; year-round, part-time and seasonal, part-time employees. Full-time employees receive additional benefits, such as vacation and health insurance. Part-time IMRF employees receive paid time off benefits similar to the vacation benefits offered to full-time staff, but at a reduced amount.

Non-IMRF employees work less than 1,000 hours per year but may work many hours during the summer season, such as camp counselors or pool lifeguards. In addition, some part-time, non-IMRF employees work throughout the year as program instructors for special projects or programs.

The Park District issued 400 W-2 forms at the end of 2020, down from 700 in 2019. Total hours worked during 2020 totaled 218,361 or 105 full-time equivalents. Total staff hours dropped over 35% or 119,218 hours compared to the previous fiscal year reflecting program cancellations and reductions in staffing due to COVID.

The table below illustrates the allocation of full-time and part-time, IMRF positions by Division for the previous, current, and upcoming budget year.

The District continued to reduce staffing in 2021 reflecting the impact to program participation caused by the pandemic. During 2020 the District reduced the number of seasonal workers it hired back within the Golf Maintenance Division as full-time maintenance labor was reallocated to leverage capacity experienced within the Recreation Division.

The 2020 budget reflects the consolidation of District-wide ground maintenance under the Parks Division. Previously, the District had a separate golf maintenance and parks maintenance position overseeing these functions within the different Divisions. This move was made to leverage staff and equipment across the Divisions as needed.

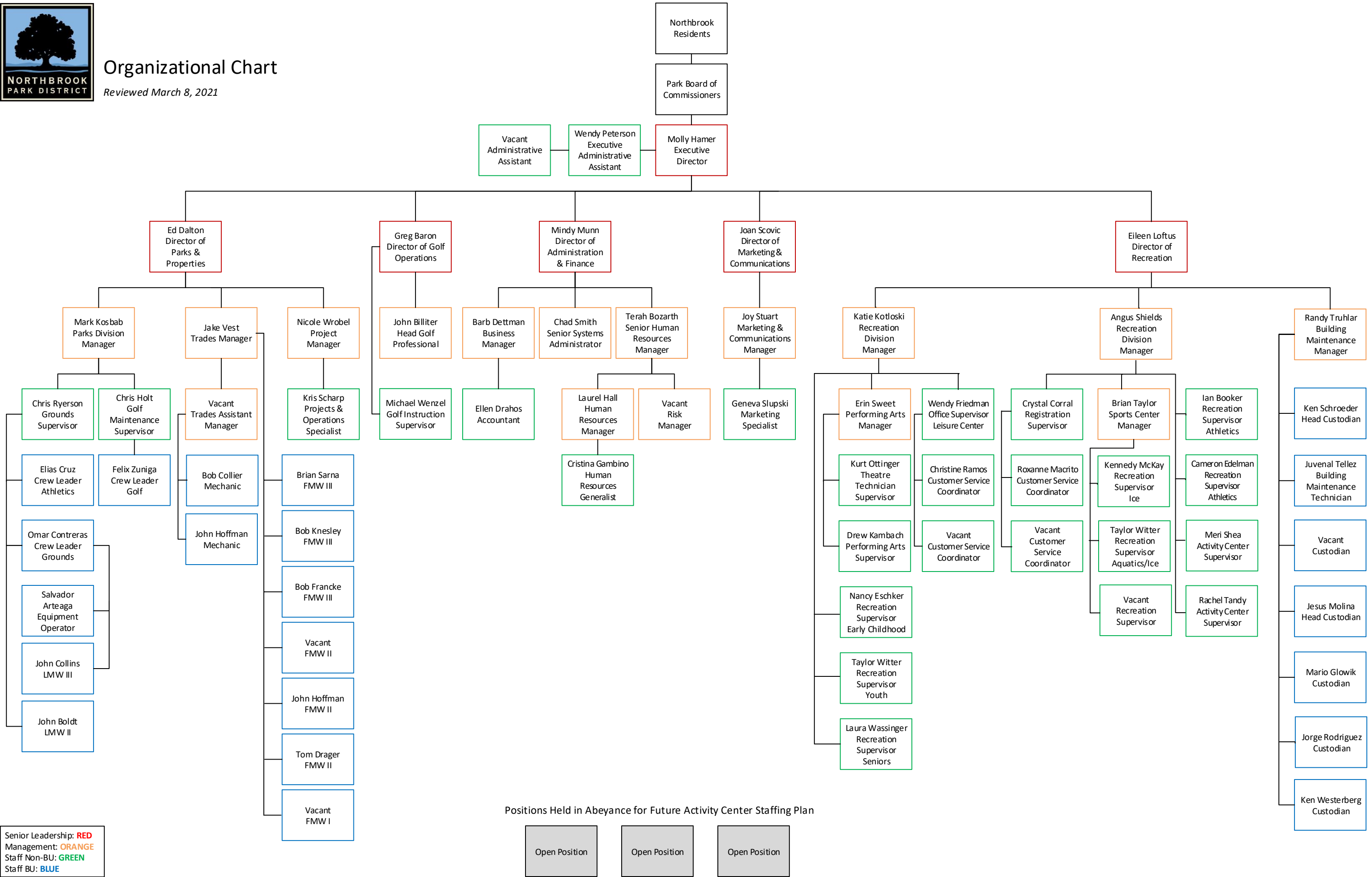
	Admin	Parks	Golf	Recreation	Total
<b>2019 Budget</b>					
FT - IMRF	14.0	19.0	8.0	32.0	73.0
PT - IMRF	2.0	10.0	18.0	19.0	49.0
<b>Total 2019</b>	<b>16.0</b>	<b>29.0</b>	<b>26.0</b>	<b>51.0</b>	<b>122.0</b>
<b>2020 Budget</b>					
FT - IMRF	14.00	22.50	5.50	34.00	76.00
PT - IMRF	2.00	10.00	18.00	19.00	49.00
<b>Total 2020</b>	<b>16.0</b>	<b>32.5</b>	<b>23.5</b>	<b>53.0</b>	<b>125.0</b>
<b>2021 Budget</b>					
FT - IMRF	14.00	18.50	5.50	30.00	68.00
PT - IMRF	2.00	12.00	14.00	15.00	43.00
<b>Total 2021</b>	<b>16.0</b>	<b>30.5</b>	<b>19.5</b>	<b>45.0</b>	<b>111.0</b>

**NORTHBROOK PARK DISTRICT**  
**Appendix E**  
**District-Wide Organizational Chart**



# Organizational Chart

Reviewed March 8, 2021





# NORTHBROOK PARK DISTRICT

## Appendix F Detail by Fund

### General Fund

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ 6,282,500	\$ 5,110,147	\$ 5,583,798	\$ 4,878,600	\$ 4,321,075	\$ 1,516,296	\$ 698,702	\$ 1,172,353
Interest	75,000	461,118	300,000	632,297	320,097	128,825	(225,000)	(386,118)
Daily Fees	-	-	-	-	-	-	-	-
Program Fees	-	-	-	-	-	-	-	-
Memberships	-	-	-	-	-	-	-	-
Facility Rentals	-	-	-	-	-	-	-	-
Retail Sales	-	-	-	-	-	-	-	-
Other	219,305	191,965	256,327	197,175	196,664	171,888	(37,022)	27,340
<b>Total</b>	<b>6,576,805</b>	<b>5,763,230</b>	<b>6,140,125</b>	<b>5,708,072</b>	<b>4,837,837</b>	<b>1,817,009</b>	<b>436,680</b>	<b>813,575</b>
<b>Expenditures</b>								
Salaries	2,849,247	2,559,052	2,874,002	2,521,281	2,359,102	1,664,495	(24,755)	290,195
Benefits	632,134	610,458	665,313	513,999	480,667	312,442	(33,179)	21,676
Contractual	1,286,472	1,086,176	1,292,454	987,381	1,080,730	931,339	(5,982)	200,296
R&M	80,800	58,113	76,500	79,686	63,039	18,359	4,300	22,687
Supplies	366,610	303,942	381,960	289,338	312,116	295,636	(15,350)	62,668
Debt Service	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Other	97,294	42,176	39,632	25,733	65,243	(31,370)	57,662	55,118
<b>Total</b>	<b>5,312,557</b>	<b>4,659,917</b>	<b>5,329,861</b>	<b>4,417,418</b>	<b>4,360,898</b>	<b>3,190,901</b>	<b>(17,304)</b>	<b>652,640</b>
<b>Net Surplus</b>	<b>1,264,248</b>	<b>1,103,313</b>	<b>810,264</b>	<b>1,290,654</b>	<b>476,939</b>	<b>(1,373,892)</b>	<b>453,984</b>	<b>160,935</b>

### Recreation Fund

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,577,593	\$ 2,572,662	\$ 1,022,300	\$ (2,983,798)	\$ -
Interest		-		-	-	-	-	-
Daily Fees	1,649,883	522,958	937,728	2,339,057	2,264,002	2,099,193	712,155	1,126,925
Program Fees	2,503,923	2,432,562	6,000,953	5,365,448	5,141,489	3,859,873	(3,497,030)	71,361
Memberships	458,077	56,932	282,340	262,685	285,686	236,571	175,737	401,145
Facility Rentals	1,201,126	732,147	880,456	1,281,085	1,255,079	999,172	320,670	468,979
Retail Sales	114,061	90,659	88,925	345,777	324,307	258,739	25,136	23,402
Other	139,059	233,837	187,219	205,948	149,991	175,435	(48,160)	(94,778)
<b>Total</b>	<b>8,666,129</b>	<b>6,669,095</b>	<b>10,977,621</b>	<b>12,377,593</b>	<b>11,993,217</b>	<b>8,651,283</b>	<b>(5,295,290)</b>	<b>1,997,034</b>
<b>Expenditures</b>								
Salaries	4,226,207	3,244,515	5,228,852	4,792,017	4,634,855	3,514,302	(1,002,645)	981,692
Benefits	689,716	668,051	870,872	743,786	729,449	433,058	(181,156)	21,665
Contractual	1,597,142	1,464,350	2,470,281	2,262,156	2,130,213	1,474,454	(873,139)	132,792
R&M	96,950	54,773	87,450	69,728	99,002	39,590	9,500	42,177
Supplies	798,411	535,568	1,115,288	1,226,906	1,262,716	943,818	(316,877)	262,843
Debt Service	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Other	109,205	50,782	131,397	103,932	100,679	31,370	(22,192)	58,423
<b>Total</b>	<b>7,517,631</b>	<b>6,018,039</b>	<b>9,904,140</b>	<b>9,198,525</b>	<b>8,956,916</b>	<b>6,436,592</b>	<b>(2,386,509)</b>	<b>1,499,592</b>
<b>Net Surplus</b>	<b>1,148,498</b>	<b>651,056</b>	<b>1,073,481</b>	<b>3,179,068</b>	<b>3,036,301</b>	<b>2,214,691</b>	<b>(2,908,781)</b>	<b>497,442</b>

# NORTHBROOK PARK DISTRICT

## Appendix F

### Detail by Fund

#### Museum

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	-	-	-	-	-	-	-
Daily Fees	-	-	-	-	-	-	-	-
Program Fees	-	-	-	-	-	-	-	-
Memberships	-	-	-	-	-	-	-	-
Facility Rentals	-	-	-	-	-	-	-	-
Retail Sales	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>								
Salaries	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-
Contractual	-	-	-	-	-	-	-	-
Supplies	47,501	-	47,501	-	-	-	47,501	-
Debt Service	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>47,501</b>	<b>-</b>	<b>47,501</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>47,501</b>	<b>-</b>
<b>Net Surplus</b>	<b>(47,501)</b>	<b>-</b>	<b>(47,501)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(47,501)</b>	<b>-</b>

#### Special Recreation (NSSRA)

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ 950,000	\$ 1,125,000	\$ 1,125,000	\$ 902,157	\$ 529,869	\$ 206,479	\$ (175,000)	\$ (175,000)
Interest	-	-	-	-	-	-	-	-
Daily Fees	-	-	-	-	-	-	-	-
Program Fees	-	-	-	-	-	-	-	-
Memberships	-	-	-	-	-	-	-	-
Facility Rentals	-	-	-	-	-	-	-	-
Retail Sales	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>950,000</b>	<b>1,125,000</b>	<b>1,125,000</b>	<b>902,157</b>	<b>529,869</b>	<b>206,479</b>	<b>(175,000)</b>	<b>(175,000)</b>
<b>Expenditures</b>								
Salaries	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-
Contractual	798,437	387,796	801,438	539,501	429,166	249,068	410,641	(3,001)
Supplies	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Capital	58,000	796,819	778,000	43,605	28,344	36,689	(738,819)	(720,000)
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>856,437</b>	<b>1,184,615</b>	<b>1,579,438</b>	<b>583,106</b>	<b>457,510</b>	<b>285,757</b>	<b>(328,178)</b>	<b>(723,001)</b>
<b>Net Surplus</b>	<b>93,563</b>	<b>(59,615)</b>	<b>(454,438)</b>	<b>319,051</b>	<b>72,359</b>	<b>(79,278)</b>	<b>153,178</b>	<b>548,001</b>

# NORTHBROOK PARK DISTRICT

## Appendix F Detail by Fund

### Paving & Lighting Fund

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months)	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
						Final May 1-Dec 31		
Taxes and Bonds	\$ 152,000	\$ 160,000	\$ 160,000	\$ 127,709	\$ 127,014	\$ 42,191	\$ (8,000)	\$ (8,000)
Interest	-	-	-	-	-	-	-	-
Daily Fees	-	-	-	-	-	-	-	-
Program Fees	-	-	-	-	-	-	-	-
Memberships	-	-	-	-	-	-	-	-
Facility Rentals	-	-	-	-	-	-	-	-
Retail Sales	-	-	-	-	-	-	-	-
Other	-	-	-	-	2,461	-	-	-
<b>Total</b>	<b>152,000</b>	<b>160,000</b>	<b>160,000</b>	<b>127,709</b>	<b>129,475</b>	<b>42,191</b>	<b>(8,000)</b>	<b>(8,000)</b>
<b>Expenditures</b>								
Salaries	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-
Contractual	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Capital	148,000	180,298	187,250	42,692	311,228	328,931	(39,250)	(32,298)
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>148,000</b>	<b>180,298</b>	<b>187,250</b>	<b>42,692</b>	<b>311,228</b>	<b>328,931</b>	<b>(39,250)</b>	<b>(32,298)</b>
<b>Net Surplus</b>	<b>4,000</b>	<b>(20,298)</b>	<b>(27,250)</b>	<b>85,017</b>	<b>(181,753)</b>	<b>(286,740)</b>	<b>31,250</b>	<b>24,298</b>

### Social Security Fund

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months)	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
						Final May 1-Dec 31		
Taxes and Bonds	\$ 250,000	\$ 500,000	\$ 500,000	\$ 555,174	\$ 544,217	\$ 231,778	\$ (250,000)	\$ (250,000)
Interest	-	-	-	-	-	-	-	-
Daily Fees	-	-	-	-	-	-	-	-
Program Fees	-	-	-	-	-	-	-	-
Memberships	-	-	-	-	-	-	-	-
Facility Rentals	-	-	-	-	-	-	-	-
Retail Sales	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>250,000</b>	<b>500,000</b>	<b>500,000</b>	<b>555,174</b>	<b>544,217</b>	<b>231,778</b>	<b>(250,000)</b>	<b>(250,000)</b>
<b>Expenditures</b>								
Salaries	-	-	-	-	-	-	-	-
Benefits	541,341	429,100	621,525	537,531	494,798	392,807	(80,184)	112,241
Contractual	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>541,341</b>	<b>429,100</b>	<b>621,525</b>	<b>537,531</b>	<b>494,798</b>	<b>392,807</b>	<b>(80,184)</b>	<b>112,241</b>
<b>Net Surplus</b>	<b>(291,341)</b>	<b>70,900</b>	<b>(121,525)</b>	<b>17,643</b>	<b>49,419</b>	<b>(161,029)</b>	<b>(169,816)</b>	<b>(362,241)</b>

# NORTHBROOK PARK DISTRICT

## Appendix F

### Detail by Fund

#### Illinois Municipal Retirement Fund

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31		2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ 100,000	\$ 400,000	\$ 400,000	\$ 446,121	\$ 494,743	\$ 274,208		\$ (300,000)	\$ (300,000)
Interest	-	-	-	-	-	-		-	-
Daily Fees	-	-	-	-	-	-		-	-
Program Fees	-	-	-	-	-	-		-	-
Memberships	-	-	-	-	-	-		-	-
Facility Rentals	-	-	-	-	-	-		-	-
Retail Sales	-	-	-	-	-	-		-	-
Other	-	-	-	-	-	-		-	-
<b>Total</b>	<b>100,000</b>	<b>400,000</b>	<b>400,000</b>	<b>446,121</b>	<b>494,743</b>	<b>274,208</b>		<b>(300,000)</b>	<b>(300,000)</b>
<b>Expenditures</b>									
Salaries	-	-	-	-	-	-		-	-
Benefits	404,647	377,629	437,298	369,015	507,616	344,802		(32,651)	27,018
Contractual	-	-	-	-	-	-		-	-
Supplies	-	-	-	-	-	-		-	-
Debt Service	-	-	-	-	-	-		-	-
Capital	-	-	-	-	-	-		-	-
Other	-	-	-	-	-	-		-	-
<b>Total</b>	<b>404,647</b>	<b>377,629</b>	<b>437,298</b>	<b>369,015</b>	<b>507,616</b>	<b>344,802</b>		<b>(32,651)</b>	<b>27,018</b>
<b>Net Surplus</b>	<b>(304,647)</b>	<b>22,371</b>	<b>(37,298)</b>	<b>77,106</b>	<b>(12,873)</b>	<b>(70,594)</b>		<b>(267,349)</b>	<b>(327,018)</b>

#### Liability Fund

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31		2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ 100,000	\$ 100,000	\$ 100,000	\$ 198,276	\$ 395,794	\$ 207,725		\$ -	\$ -
Interest	-	-	-	-	-	-		-	-
Daily Fees	-	-	-	-	-	-		-	-
Program Fees	-	-	-	-	-	-		-	-
Memberships	-	-	-	-	-	-		-	-
Facility Rentals	-	-	-	-	-	-		-	-
Retail Sales	-	-	-	-	-	-		-	-
Other	-	28,727	-	-	-	-		-	(28,727)
<b>Total</b>	<b>100,000</b>	<b>128,727</b>	<b>100,000</b>	<b>198,276</b>	<b>395,794</b>	<b>207,725</b>		<b>-</b>	<b>(28,727)</b>
<b>Expenditures</b>									
Salaries	-	-	-	-	-	-		-	-
Benefits	-	-	-	-	-	25,496		-	-
Contractual	292,994	283,408	307,603	296,895	293,635	136,053		(14,609)	9,586
Supplies	-	-	-	-	-	-		-	-
Debt Service	-	-	-	-	-	-		-	-
Capital	-	-	-	-	-	-		-	-
Other	-	-	-	-	-	-		-	-
<b>Total</b>	<b>292,994</b>	<b>283,408</b>	<b>307,603</b>	<b>296,895</b>	<b>293,635</b>	<b>161,549</b>		<b>(14,609)</b>	<b>9,586</b>
<b>Net Surplus</b>	<b>(192,994)</b>	<b>(154,681)</b>	<b>(207,603)</b>	<b>(98,619)</b>	<b>102,160</b>	<b>46,176</b>		<b>14,609</b>	<b>(38,313)</b>

# NORTHBROOK PARK DISTRICT

## Appendix F

### Detail by Fund

#### Audit Fund

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ 24,600	\$ 24,000	\$ 24,000	\$ 23,396	\$ 23,253	\$ 9,239	\$ 600	\$ 600
Interest	-	-	-	-	-	-	-	-
Daily Fees	-	-	-	-	-	-	-	-
Program Fees	-	-	-	-	-	-	-	-
Memberships	-	-	-	-	-	-	-	-
Facility Rentals	-	-	-	-	-	-	-	-
Retail Sales	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>24,600</b>	<b>24,000</b>	<b>24,000</b>	<b>23,396</b>	<b>23,253</b>	<b>9,239</b>	<b>600</b>	<b>600</b>
<b>Expenditures</b>								
Salaries	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-
Contractual	24,600	24,100	26,600	23,600	23,100	23,600	(2,000)	500
Supplies	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>24,600</b>	<b>24,100</b>	<b>26,600</b>	<b>23,600</b>	<b>23,100</b>	<b>23,600</b>	<b>(2,000)</b>	<b>500</b>
<b>Net Surplus</b>	<b>-</b>	<b>(100)</b>	<b>(2,600)</b>	<b>(204)</b>	<b>153</b>	<b>(14,361)</b>	<b>2,600</b>	<b>100</b>

#### Bond & Interest

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ 2,263,328	\$ 2,212,442	\$ 2,212,442	\$ 2,153,969	\$ 2,058,864	\$ 817,551	\$ 50,886	\$ 50,886
Interest	-	-	-	-	-	-	-	-
Daily Fees	-	-	-	-	-	-	-	-
Program Fees	-	-	-	-	-	-	-	-
Memberships	-	-	-	-	-	-	-	-
Facility Rentals	-	-	-	-	-	-	-	-
Retail Sales	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>2,263,328</b>	<b>2,212,442</b>	<b>2,212,442</b>	<b>2,153,969</b>	<b>2,058,864</b>	<b>817,551</b>	<b>50,886</b>	<b>50,886</b>
<b>Expenditures</b>								
Salaries	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-
Contractual	640	-	-	-	-	-	640	640
Supplies	-	-	-	-	-	-	-	-
Debt Service	2,329,562	2,215,317	2,195,963	2,172,772	2,082,189	2,079,226	133,599	114,245
Capital	-	-	-	-	-	-	-	-
Other	(66,874)	-	-	(18,803)	(20,000)	-	(66,874)	(66,874)
<b>Total</b>	<b>2,263,328</b>	<b>2,215,317</b>	<b>2,195,963</b>	<b>2,153,969</b>	<b>2,062,189</b>	<b>2,079,226</b>	<b>67,365</b>	<b>48,011</b>
<b>Net Surplus</b>	<b>-</b>	<b>(2,875)</b>	<b>16,479</b>	<b>-</b>	<b>(3,325)</b>	<b>(1,261,675)</b>	<b>(16,479)</b>	<b>2,875</b>

# NORTHBROOK PARK DISTRICT

## Appendix F Detail by Fund

### Capital Project Fund

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	\$ -	\$ 6,249,336	\$ 6,000,000	\$ 9,991,493	\$ -	\$ -	\$ (6,000,000)	\$ (6,249,336)
Interest	-	-	-	-	-	-	-	-
Daily Fees	-	-	-	-	-	-	-	-
Program Fees	-	-	-	-	-	-	-	-
Memberships	-	-	-	-	-	-	-	-
Facility Rentals	-	-	-	-	-	-	-	-
Retail Sales	-	-	-	-	-	-	-	-
Other	500,000	2,087,585	-	113,461	130,643	58,715	500,000	(1,587,585)
		-						
<b>Total</b>	<b>500,000</b>	<b>8,336,921</b>	<b>6,000,000</b>	<b>10,104,954</b>	<b>130,643</b>	<b>58,715</b>	<b>(5,500,000)</b>	<b>(7,836,921)</b>
<b>Expenditures</b>								
Salaries	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-
Contractual	-	87,913	90,000	147,979	-	-	(90,000)	(87,913)
Supplies	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Capital	11,453,039	19,817,172	21,805,570	5,707,531	2,301,929	2,310,245	(10,352,531)	(8,364,133)
Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>11,453,039</b>	<b>19,905,085</b>	<b>21,895,570</b>	<b>5,855,510</b>	<b>2,301,929</b>	<b>2,310,245</b>	<b>(10,442,531)</b>	<b>(8,452,046)</b>
<b>Net Surplus</b>	<b>(10,953,039)</b>	<b>(11,568,164)</b>	<b>(15,895,570)</b>	<b>4,249,444</b>	<b>(2,171,286)</b>	<b>(2,251,530)</b>	<b>4,942,531</b>	<b>615,125</b>

### Consolidated

Revenue	Proposed 2021 Budget	Estimate 2020	Budget 2020	Final 2019	Final 2018	(8 months) Final May 1-Dec 31	2021 vs 2020 Budget	2021 Budget vs 2020 Estimate
Taxes and Bonds	12,722,428	18,480,925	18,705,240	21,854,488	11,067,491	4,327,767	\$ (5,982,812)	\$ (5,758,497)
Interest	75,000	461,118	300,000	632,297	320,097	128,825	(225,000)	(386,118)
Daily Fees	1,649,883	522,958	937,728	2,339,057	2,264,002	2,099,193	712,155	1,126,925
Program Fees	2,503,923	2,432,562	6,000,953	5,365,448	5,141,489	3,859,873	(3,497,030)	71,361
Memberships	458,077	56,932	282,340	262,685	285,686	236,571	175,737	401,145
Facility Rentals	1,201,126	732,147	880,456	1,281,085	1,255,079	999,172	320,670	468,979
Retail Sales	114,061	90,659	88,925	345,777	324,307	258,739	25,136	23,402
Other	858,364	2,542,114	443,546	516,584	479,760	406,038	414,818	(1,683,750)
<b>Total</b>	<b>19,582,862</b>	<b>25,319,415</b>	<b>27,639,188</b>	<b>32,597,421</b>	<b>21,137,912</b>	<b>12,316,178</b>	<b>(8,056,326)</b>	<b>(5,736,553)</b>
<b>Expenditures</b>								
Salaries	7,075,454	5,803,567	8,102,854	7,313,298	6,993,958	5,178,797	(1,027,400)	1,271,887
Benefits	2,267,838	2,085,238	2,595,008	2,164,331	2,212,530	1,508,605	(327,170)	182,600
Contractual	4,000,285	3,333,743	4,988,376	4,257,512	3,956,844	2,814,514	(988,091)	666,542
R&M	177,750	112,886	163,950	149,414	162,041	57,949	13,800	64,864
Supplies	1,212,522	839,510	1,544,749	1,516,244	1,574,832	1,239,454	(332,227)	373,012
Debt Service	2,329,562	2,215,317	2,195,963	2,172,772	2,082,189	2,079,226	133,599	114,245
Capital	11,659,039	20,794,289	22,770,820	5,793,828	2,641,501	2,675,865	(11,111,781)	(9,135,250)
Other	139,625	92,958	171,029	110,862	145,923	-	(31,404)	46,667
<b>Total</b>	<b>28,862,075</b>	<b>35,277,508</b>	<b>42,532,749</b>	<b>23,478,261</b>	<b>19,769,818</b>	<b>15,554,410</b>	<b>(13,670,674)</b>	<b>(6,415,433)</b>
<b>Net Surplus</b>	<b>(9,279,213)</b>	<b>(9,958,093)</b>	<b>(14,893,561)</b>	<b>9,119,160</b>	<b>1,368,094</b>	<b>(3,238,232)</b>	<b>5,614,348</b>	<b>678,880</b>

# NORTHBROOK PARK DISTRICT

## Appendix G

### Glossary

**Annual Budget** – A plan proposed by the Park District Board of Commissioners for raising and expending monies for the recreation interests of residents

**Appropriations** – Amounts expended for the administration, maintenance and management of properties and programs for the Northbrook Park District

**B & A** – Budget and Appropriations Ordinance considered by the Board of Commissioners

**Board of Commissioners** – Elected board of seven, elected at-large by residents of the Northbrook Park District

**CAFR** – Comprehensive Annual Financial Report

**CIP** – District-wide Capital Improvement Plan

**CPRP** – Certified Park and Recreation Professional, a designation for professionals with a bachelor's or higher degree, who meet certain years of experience and successfully pass a NRPA examination

**Committee-of-the-Whole** – Board of Commissioners Committee consisting of all the Board members and chaired by the Board President

**Deferred Projects** – Capital projects that were appropriated and considered important enough for continued work in the next fiscal year

**EAV** – Equalized Assessed Valuation, property value on which real estate taxes are levied

**Fund** – Fiscal and accounting tool with a self-balancing set of accounts to record revenue and expenditures

**GFOA** – Government Finance Officers Association, a group that promotes the professional management of governments for the public benefit

**IAPD** – Illinois Association of Park Districts, a statewide organization of park districts that promotes quality of life through education, research and advocacy

**IMRF** – Illinois Municipal Retirement Fund, a state-established retirement fund for municipal workers

**IPRA** – Illinois Parks and Recreation Association, a statewide organization of park and recreation professionals advocating the benefits of parks, recreation and conservation

**ISI** – Ice Skating Institute

**Major/Non-Major Funds** – A fund is considered major if it is the primary operating fund of the District or its assets, liabilities, revenues or expenses are at least 10% of the corresponding total for all funds

**Modified Accrual Accounting** – An accounting method commonly used by government agencies. Revenues are recognized when they become available and measurable; expenditures generally are recognized when liabilities are incurred.

**NRPA** – National Recreation and Parks Association, an organization of citizen boards and professionals interested in parks and recreation operations in the United States

# NORTHBROOK PARK DISTRICT

## Appendix G

### Glossary

**NSSRA** – Northern Suburban Special Recreation Agency, an association of 13 park districts and villages that pool resources to serve adults and children with special needs

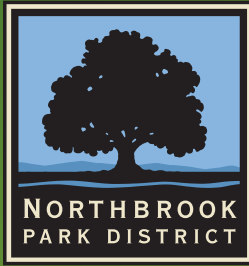
**PDRMA** – Park District Risk Management Association, an association of more than 150 park and conservation districts that pool resources to maximize safe park conditions while managing the risk of recreation activities

**Tax Levy** – The amount of property tax dollars the park district requests in the subsequent fiscal year

**Tax Rate** – Derived by dividing the tax levy by the total EAV



**NORTHBROOK PARK DISTRICT**  
**Appendix H**  
**2021 Capital Improvement Plan**



# 2021 Capital Improvement Plan



**FINAL**



## Our Mission

---

To enhance our community by providing outstanding services, parks and facilities through environmental, social and financial stewardship

## Our Vision

---

To be recognized as a national leader in delivering innovative park and recreation services based on responsiveness, trust and accountability to our community

## Our Guiding Principles

---

### **Building Strong Relationships and Community**

We recognize the positive impact we have on people's lives and constantly strive to improve the quality of life for the people we serve.

We build meaningful and lasting relationships based on strong values, a common purpose and mutual respect.

We value diversity and actively seek people with different perspectives and experiences.

We support achieving balance in our professional and personal lives.

### **Honesty and Integrity**

We maintain the highest ethical standards.

We communicate honestly and transparently.

### **Accountability and Respect**

We strive to deliver results that add value to the community we serve.

We recognize that each of us has a choice in what we do and how we do it.

We learn from our mistakes and focus on continuous improvement.

### **Professional Growth and Innovation**

We support efforts that will enhance, educate and develop our employees.

We encourage creativity and innovation.

### **Teamwork**

We appreciate that all of us are more effective than any one of us.

We encourage collaboration and collective problem solving.

We create an integrated organization free of boundaries.

We embrace the diversity of our team.

### **Pursuing Excellence**

We believe our efforts make a difference as stewards of our community.

We recognize that being good is simply not good enough.

Visit us at [nbparks.org](http://nbparks.org).

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# Introduction

The Capital Improvement Plan (CIP) is Northbrook Park District's forecast of park and facility improvements including the repair and replacement of existing equipment and vehicles.

With the completion and adoption of the District's 2016-2026 Comprehensive Master Plan (CMP), a 10-year CIP has been developed with community input and will be updated annually to serve as our road map to define priorities and projects. The District believed it was wise to develop this 10-year CIP after the completion and adoption of the CMP to ensure the alignment of the priorities in these two documents. The District is now entering the fifth year of the CMP.

## Capital Improvement Project Guidelines

The project must have:

- Monetary value of at least \$3,000
- Life of at least three years
- Result in the creation of a fixed asset or the renovation of a fixed asset
- Support the Alternatives and Preferred Strategies that are outlined in the Comprehensive Master Plan

Included within the guidelines above are the following items:

- Purchase, improvement and development of land
- Equipment and machinery for new or expanded facilities
- Planning and engineering costs related to specific capital improvements
- Construction of new facilities
- Renovation or expansion of existing facilities

The capital improvement process begins with the submission of project requests by each Division. These projects are reviewed and evaluated by the members of the Senior Leadership Team with input from knowledgeable staff members. Projects are prioritized based on the District's overall goals and anticipated funding. All project costs are estimates based upon quotes provided by contractors and consultants for specific equipment or the scope of the project as defined at the time of this publication.

The final compilation of project requests is presented to the Board of Commissioners based on consensus agreement of the Executive Director and Division Directors.

Funding for projects is derived from general tax revenues, surplus from fee-for-service revenues, bond proceeds, development impact fees, state grants and donations. Worksheets contained in this Plan describe the projects and operational impacts, if any. The proposed schedules allow the District to make capital expenditures over time with appropriate coordination among the Divisions. The CIP also includes funding for improvements recommended by the Americans with Disabilities Act (ADA) Transition Plan.

Highlights of the proposed 2021 plan:

- As part of the 2018-2022: New Places to Play initiative, we continue to move forward with the opening of the new Techny Prairie Activity Center at Techny Prairie Park and Fields and the completed renovation of the golf course and continued construction of the new clubhouse.
- At Sportsman's the goal is to have a new clubhouse and improved golf course and driving range opened by late summer 2021.
- In addition to the completion of the Sportsman's Country Club project our next major undertaking will be the roof replacement, exterior wall improvements, and mechanical system replacements at the Northbrook Sports Center with completion in Fall 2021.
- Other District-wide projects include technology replacement, basketball court repairs and fence replacement.
- The first of three construction phases will begin at Wood Oaks Green Park with the replacement of the seawall along Lake Shermerville. The existing sheet piling is failing and will be replaced with a combination of Rosetta Stone retaining block and a graded, sloped naturalized shoreline. This project was deferred last year due to COVID-19.
- Asphalt replacement, repair and sealcoating of parking lots and pathways at several facilities and parks are scheduled again this fiscal year in an effort to care for existing facilities.
- Parks and Properties will continue to focus on repair and replacement of aging infrastructure and various amenities in our parks such as the emergency generator at the Leisure Center, the planning and engineering phase of the watermain at the Leisure Center and the development of construction drawings for the Oaklane Park redevelopment.
- Projects in the 2021 CIP that were deferred from 2020 will appear in the book with an icon  in the upper right-hand corner.

The proposed CIP for 2021 totals \$11.66 million. The 2021 CIP continues a recent trend of higher than normal capital improvement spending as the District works to complete the 2016-2026 Comprehensive Master Plan objectives.

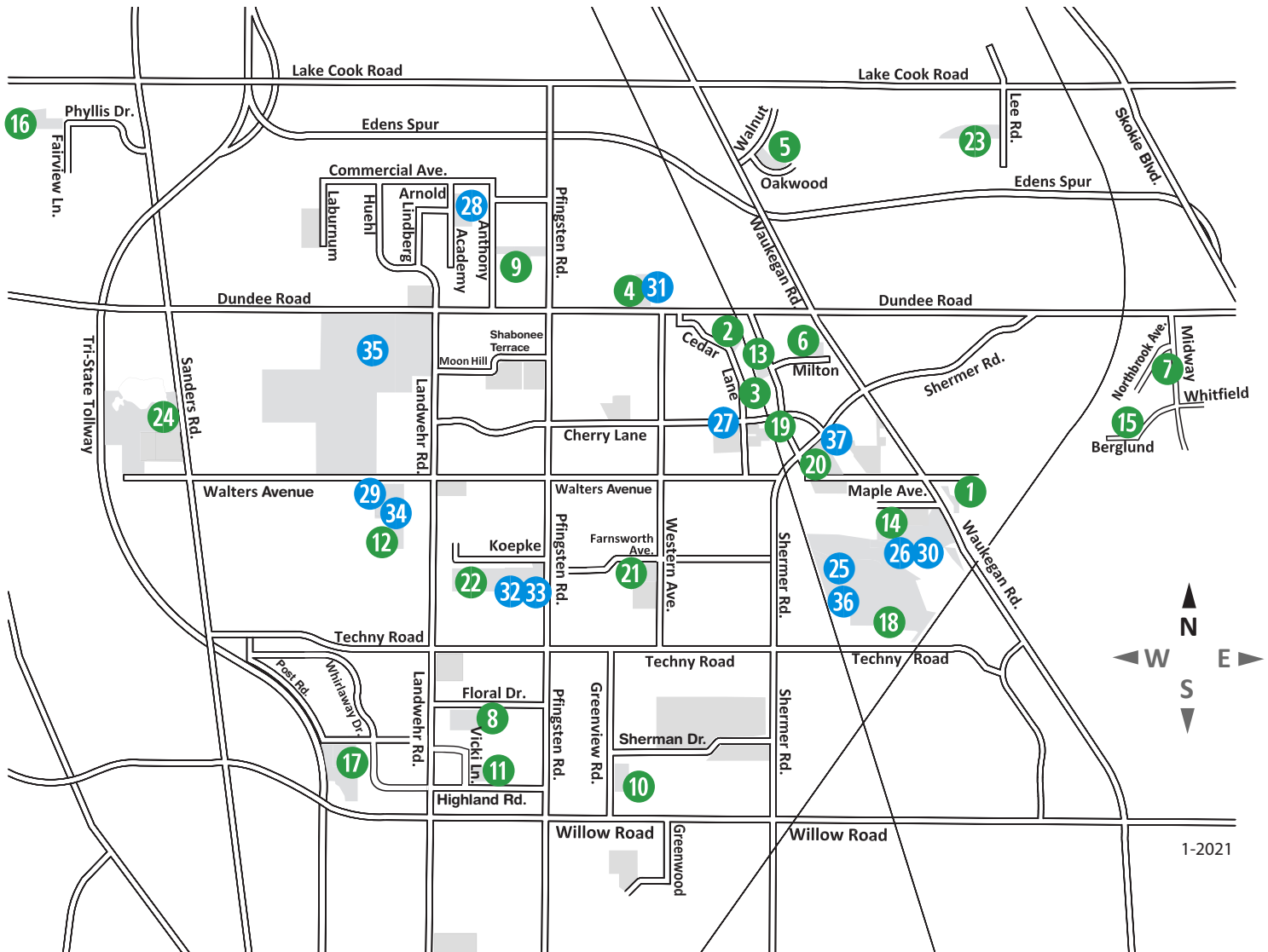
A summary of the 2021 CIP will be in the Annual Budget, which will also be available on the District's website, [nbparks.org](http://nbparks.org) and at the Joe Doud Administration Building after approval.

# Northbrook Park District – Park Amenities Index

Key	Park / Recreation Area	Acres	Adaptive Swing	AEDs (Outdoor)	Baseball/Softball Diamonds	Basketball Courts	Batting Cages	Bike Repair Station	Bocce Courts	Cycling Track/Velodrome	Dog Park	Drinking Fountain	Eco/Naturalized Area	Educational Area	Field (Multi-purpose)	Field Hockey	Fitness Equipment (Outdoor)	Fishing	Grill(s)	Ice Skating Rink (Outdoor)	Pickleball	Picnic Areas	Playground	Restroom	Shelter	Skate Park	Sled Hill	Tennis Courts	Tennis Practice Wall	Trails & Pathways	Turf Fields	Volleyball Court (Sand)	
1	<b>Brees Park</b> 1265 Country Ln.	0.72																															
2	<b>Cedar Lane Tot Lot</b> 965 Cedar Ln.	0.95			•																	•											
3	<b>Cedar Lane Lot A</b> 1000 Block of Cedar Ln.	0.23																															
4	<b>Coast Guard Park</b> 2490 Dundee Rd.	4.39								•	•													•									
5	<b>Countryside Park</b> Walnut Cir. & Oakwood Rd.	1.73		•	•						•											•							•				
6	<b>Crestwood Park</b> 1824 Milton Ave.	2.41	•								•					•				4*		•					4	•	•				
7	<b>Engelhardt Park</b> 900 Midway Rd.	.196																											•				
8	<b>Floral Park</b> 3105 Floral Dr.	.77	•		•						•	•	•			•						•							•				
9	<b>Greenfield Park</b> 2950 Harbor Ln.	4.90		2	•						•			•								•											
10	<b>Greenview Park</b> 2407 Greenview Rd.	1.88	•		•						•					•						•		•					•				
11	<b>Hampton Lane Park</b> 2465 Vicki Ln.	.72																															
12	<b>Indian Ridge Park</b> 3323 Walters Ave.	7.50	•	•	•			2			•	•		•								•							•				
13	<b>Meadow Road Tot Lot</b> 1000 Block of Meadow Rd.	0.62	•		•							•										•											
14	<b>Meadowhill Park</b> 1479 Maple Ave.	32.81	1	5	•		•		•		•			•						•		•		•					•				
15	<b>Oaklane Park</b> 636 Berglund Pl.	2.46	•								•											•					1						
16	<b>Salceda Park</b> 1010 Fairview Ln.	2.78	•								•											•											
17	<b>Stonegate Park</b> 3425 Whirlaway Dr.	10.61	•	2							•			•						6		•		•					•				
18	<b>Techny Prairie Park and Fields</b> 1700 Block of Techny Rd.	113.82	2	4		6	•				•	•	•	6	•		•	•			4	•	•**	4	•	•		•	•		•	•	
19	<b>Tower Rink</b> Behind 1225 Cedar Ln.	.92												•						•													
20	<b>Village Green Park</b> Shermer Rd. & Meadow Rd.	10	•	•	•			•			•			•							•	•	•**	•					•				
21	<b>Wescott Park</b> 1820 Western Ave.	4.10	•	2							•			•								•							•				
22	<b>West Park</b> 1730 Pfingsten Rd.	24.05		3							•			•								•					3		•		2		
23	<b>Williamsburg Square Park</b> 200 Lee Rd.	8.56	•	•	•						•			•						3*		•					3		•				
24	<b>Wood Oaks Green Park</b> 1150 Sanders Rd.	55.90	•	2			•				•			•			•	•		4*	3	•	•	•		•	8	•	•				

\*Tennis Courts with pickleball lines \*\*Village Green Park and Techny Prairie Center Restrooms closed in winter; Techny Prairie Park and Fields Warming Shelter Restrooms open year-round

# Northbrook Park District – Map and Facilities Index



Key	Park District Facility	Amenities
25	<b>Anetsberger Golf Course &amp; Techny Prairie Center</b> Techny Prairie Park and Fields, 1750 Techny Road	▪ Nine-hole golf course ▪ Short game practice area ▪ Golf shop
26	<b>Ed Rudolph Velodrome &amp; Chalet</b> Meadowhill Park, 1479 Maple Avenue	▪ Quarter-mile banked cycling track offering races and training sessions ▪ Indoor space
27	<b>Greenbriar Gym</b> 1225 Greenbriar Lane	▪ Indoor gymnasium space available during scheduled Park District hours
28	<b>Joe Doud Administration Building</b> 545 Academy Drive	▪ Administrative offices ▪ Parks/Maintenance building
29	<b>Leisure Center</b> 3323 Walters Avenue	▪ Programs for children through seniors, gym, art studio, kitchen, library and parties ▪ Sunshine Preschool ▪ Community rooms ▪ Music studio with piano
30	<b>Meadowhill Aquatic Center</b> Meadowhill Park, 1501 Maple Avenue	▪ Outdoor aquatic center includes: zero-depth area with play features, lap lanes, diving boards, tube and body slides, sun deck, shade canopy and locker rooms
31	<b>Northbrook Dog Park</b> Coast Guard Park, 2490 Dundee Road	▪ Fenced 2-acre area for dogs, .5-acre area for small dogs, dog wash, shelter, tables and benches
32	<b>Northbrook Sports Center</b> 1730 Pfingsten Road	▪ Two indoor NHL-sized ice rinks ▪ Community rooms ▪ Skate shop
33	<b>Northbrook Sports Center Pool</b> 1730 Pfingsten Road	▪ Outdoor aquatic center includes: zero-depth area with play features, vortex pool, climbing wall, lap lanes, water slide, diving board, sun deck, shade canopy and locker rooms
34	<b>Northbrook Theatre</b> 3323 Walters Avenue	▪ 268-seat auditorium used by theatre companies: professional actors, youth companies and community musical
35	<b>Sportsman's Country Club</b> 3535 Dundee Road	▪ Golf facility includes Classic 18 course, East 9 course, halfway house and on-course restrooms ▪ Golf shop ▪ Practice range ▪ Dining area
36	<b>Techny Prairie Activity Center</b> 180 Anets Drive	▪ Fitness floor with cardio and strength equipment ▪ 2 group fitness studios ▪ Stretching area ▪ Lockers and showers ▪ Indoor track ▪ Gymnasium ▪ Kids' Corner childcare ▪ Prairie Room
37	<b>Village Green Center</b> 1810 Walters Avenue	▪ Athletics and Aquatics offices ▪ Senior Center



# Property and Facilities

## Property and Facilities Owned by the District

The Northbrook Park District serves a population of approximately 33,600 residents. The District operates and maintains 543 acres of property, 32 of which are maintained through intergovernmental agreements. The District's 511 acres equal a ratio of 15.21 acres per 1,000 residents.

The District holds title to 28 parcels, within the service area of approximately 13 square miles.

LOCATION	ACQUIRED	ACREAGE	BUILDING SIZE (SF)
<b>545 Academy Drive</b> <i>Administration and Maintenance Facility</i>	1/21/1993	2.75	52,486
<b>Brees Park</b> <i>1265 Countryside Lane</i>	10/17/1956	.72	0
<b>Cedar Lane Lot A</b> <i>1000 Block of Cedar Lane</i>	Donated 2/24/1955	.23	0
<b>Coast Guard Park</b> <i>2490 Dundee Road</i>	Granted 7/24/1978	4.39	0
<b>Countryside Park</b> <i>Walnut Circle and Oakwood Road</i>	Donated 3/28/1955	1.73	0
<b>Crestwood Park</b> <i>1824 Milton Avenue</i>	7/10/1930	2.41	0
<b>Engelhardt Park</b> <i>900 Midway Road</i>		.196	0
<b>Floral Park</b> <i>3105 Floral Drive</i>	11/24/2009	.77	0
<b>Greenfield Park</b> <i>2950 Harbor Lane</i>	Donated 4/9/1965	4.9	0

LOCATION	ACQUIRED	ACREAGE	BUILDING SIZE (SF)
<b>Greenview Park</b> <i>2407 Greenview Road</i>	9/12/2005	1.88	0
<b>Hampton Lane Basin</b> <i>2465 Vicki Lane</i>	Donated 11/28/1978	.72	0
<b>Indian Ridge Park, Leisure Center, and Northbrook Theatre</b> <i>3323 Walters Avenue</i>	6/1/1984	7.5	44,735
<b>Meadowhill Park, Meadowhill Aquatic Center, Chalet, and 1605 Illinois</b> <i>1501 Maple Avenue</i>	12/10/1958	32.81	15,268
<b>Meadow Road Tot Lot</b> <i>1000 Block of Meadow Road</i>	Donated 1/30/1956	.62	0
<b>Oaklane Park</b> <i>636 Berglund Place</i>	11/15/1984	2.46	0
<b>Salceda North Park</b> <i>1010 Fairview Lane</i>	Donated 6/1/1976	1.73	0
<b>Salceda Park</b> <i>1010 Fairview Lane</i>	8/5/1990	1.05	0
<b>Sportsman's Country Club, Clubhouse, Practice Range and Halfway House</b> <i>3535 Dundee Road</i>	8/11/1978	151.82	11,394
<b>Sportsman's East Nine and Maintenance Facility</b> <i>3401 Dundee Road</i>	1/13/1988	63.04	14,780

LOCATION	ACQUIRED	ACREAGE	BUILDING SIZE (SF)
<b>Stonegate Park</b> <i>3425 Whirlaway Drive</i>	Donated 3/12/1997	6.15	0
<b>Stonegate Park Lot 133</b> <i>3425 Whirlaway Drive</i>	12/12/2001	4.46	0
<b>Techny Prairie Park and Fields, Techny Prairie Center (Golf Shop) and Picnic Pavilions</b> <i>1750 Techny Road</i>	6/1/2000	60	2,240
<b>Techny Prairie Park and Fields (formerly Meadowhill South), Picnic/Warming Shelter and Restrooms</b> <i>1700 Techny Road</i>	Donated 1993-1995	47.82	1,400
<b>Techny Prairie Park and Fields and Techny Prairie Activity Center</b> <i>180 Anets Drive</i>	12/16/2011	6.0	44,000
<b>Village Green Park, Village Green Center, Senior Center and Pavilion</b> <i>1810 Walters Avenue</i>	Donated 8/3/1944	10	5,923
<b>Wescott Park</b> <i>1820 Western Avenue</i>	5/6/1965	4.1	0
<b>West Park, Northbrook Sports Center, Northbrook Sports Center Pool</b> <i>1720 - 1730 Pfingsten Road</i>	5/6/1965	24.05	89,096
<b>Williamsburg Square Park</b> <i>200 Lee Road</i>	9/6/1974	8.56	0
<b>Wood Oaks Green Park and Shelter/Restroom</b> <i>1150 Sanders Road</i>	4/11/1975	55.9	1,750
<b>TOTAL</b>		<b>508.92 ACRES</b>	<b>283,072 SQ. FT.</b>

## Property Leased by the District

In addition to the property and facilities listed on the previous pages, the District leases two parcels:

LOCATION	ACQUIRED	ACREAGE	BUILDING SIZE (SF)
Cedar Lane Tot Lot <i>965 Cedar Lane</i>		.95	0
Tower Rink <i>1225 Cedar Lane</i>	Lease 8/1954	1.5	0
<b>TOTAL</b>		<b>2.45 ACRES</b>	



# **Capital Improvement Plan Listing by Location**

# NORTHBROOK PARK DISTRICT CAPITAL IMPROVEMENT PLAN 2021 - 2028 Budget

CAPITAL IMPROVEMENT PLAN KEY:										
*lasterisk Denotes the anticipated year of improvement; unknown allocation.		E-OP Denotes an engineering allocation in the Operating Account Budget (less than \$5,000).								
ENG Denotes the anticipated year of engineering; unknown allocation.		P-MA Denotes a project allocation in the current year's Manager's Account Budget (less than \$10,000), refer to the Manager's Account Spreadsheet for more details.								
		P-ADA Denotes a project allocation in the ADA Budget, refer to the ADA portion of the spreadsheet for more details.								
LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
<b>ADMINISTRATIVE BUILDING</b>										
Bollard Upgrade							*			
Computer Software Upgrade			40,000	40,000	42,000	42,000	42,000	42,000	42,000	
Main Computer Equipment & Network Replacement			45,000	75,000	45,000	45,000	45,000	45,000	45,000	
Parking Lot Replacement							ENG	*		
Personal Computer Equipment Replacement	22	20,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
Records Retention			*							
Security Plan Implementation					25,000			25,000		
Wi-Fi Access Point Replacement										
<b>SUBTOTAL</b>		20,000	110,000	140,000	137,000	112,000	112,000	137,000	112,000	
<b>CEDAR LANE TOT LOT</b>										
Basketball Court Replacement	22	30,000								
Playground Design / Replacement				20,500	238,500					
<b>SUBTOTAL</b>		30,000	0	20,500	238,500	0	0	0	0	
<b>COAST GUARD PARK</b>										
Fence Replacement										2030
Parking Lot Replacement										2039
Shelter Roof Replacement										
<b>SUBTOTAL</b>		0	0	0	0	0	0	0	0	
<b>COUNTRYSIDE PARK</b>										
Basketball Court Replacement (Pavement Cores in 2022)			E-OP	45,000		28,500				
Playground Design / Replacement							335,000			
<b>SUBTOTAL</b>		0	0	45,000	0	28,500	335,000	0	0	
<b>CRESTWOOD PARK</b>										
Playground Design / Replacement (including Outdoor Fitness Equipment)										2034
Tennis Court Replacement										2034
<b>SUBTOTAL</b>		0	0	0	0	0	0	0	0	
<b>ENGELHARDT PARK</b>										
Pathway Replacement (Brick / Woodchips)										
<b>SUBTOTAL</b>		0	0	0	0	0	0	0	0	

LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
<b>FLORAL PARK</b>										
Basketball Court Replacement										2031
Pathway Replacement (Concrete)										2036
Playground Design / Replacement (including Outdoor Fitness Equipment)										
<b>SUBTOTAL</b>		0	0	0	0	0	0	0	0	
<b>GREENFIELD PARK</b>										
Backstop & Sideline Fence Replacement										
Basketball Court Replacement (Pavement Cores in 2022)			E-OP	35,000						
Pathway Design / Construction (Phase 2 - Connection to Pfingsten)				45,000	*					2029
Playground Design / Replacement				ENG						
<b>SUBTOTAL</b>		0	0	80,000	0	0	0	0	0	
<b>GREENVIEW PARK</b>										
Basketball Court Repairs (Manager's Account)	35	P-MA						ENG	55,000	
Fence Replacement										
Pathway Engineering / Replacement					ENG	38,000				2032
Playground Design / Replacement (including Outdoor Fitness Equipment)										2032
Shelter Replacement										
<b>SUBTOTAL</b>		0	0	0	0	38,000	0	0	55,000	
<b>INDIAN RIDGE PARK</b>										
Backstop & Sideline Fence Replacement										
Basketball Court Engineering / Replacement			7,000	90,000						2048
Bocce Court / Shelter Replacement										
Fence Replacement (Playground)										
Pathway Replacement (Concrete)										2035
Playground Design / Replacement										
<b>SUBTOTAL</b>		0	7,000	90,000	0	0	0	0	0	
<b>LEISURE CENTER</b>										
Audio Amplifiers (Manager's Account)										
Emergency Generator Replacement	23	74,000							P-MA	
Exterior / Parking Lot Lighting Upgrade (Engineering Completed in 2018)			55,750							2039
Fence Replacement (Property Line)										
Floor Scrubber (Manager's Account)			P-MA						*	
Gene Personal Lift										
Gym Floor Replacement										
HVAC / Hot Water Tank Replacement (Pump & Motor)				12,000					*	
HVAC / RTU Replacement										
Interior Lighting Upgrade (Gymnasium & Scene Shop)			17,500							
Maintenance / Repair & Minor Improvements - Category II				4,000,000						
Marquee Sign Replacement										
Parking Lot Engineering / Replacement										2034
Pottery Kiln Replacement (Manager's Account)			P-MA							
Roof Replacement										2033
Theatre Audio Mixing Console			20,000							
Theatre Automated Spot Lighting						25,500				



LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
Theatre Coloursource Spot Lighting							24,000			2029+
Theatre House Lighting									18,000	
Theatre Lighting Console									15,000	
Theatre Media Server			32,000							
Theatre Projector Equipment										
Theatre Speakers										2030
Theatre Wash Light Fixtures							45,000			
Walkways & ADA Parking Ramps			ENG	17,500						
Waterline Replacement	23	16,750	72,500							
Wireless Mic Replacement										2030+
<b>SUBTOTAL</b>		90,750	197,750	4,029,500	0	25,500	69,000	0	33,000	
<b>MEADOW ROAD TOT LOT</b>										
Basketball Court Replacement										2030
Playground Design / Replacement							11,750	136,500		
West Boundary Fence Replacement										
<b>SUBTOTAL</b>		0	0	0	0	0	11,750	136,500	0	
<b>MEADOWHILL AQUATIC CENTER</b>										
Bathhouse / Pool - Painting										
Bathhouse Renovation (MHP Master Plan Implementation - Phase 1)										
Children's Area Renovation				ENG	*					
Concession Equipment / Fryers				*						
Concrete Deck Renovation (Included in Meadowhill Master Plan Implementation)					10,500					
Dive Pool Pump Motor Replacement			169,000							
Dive Pool / Lap Pool/Plunge Pool Shell Liners (3)										
Fence Replacement										
Filtration System Replacement (Main Pool & Dive Pool)			ENG	220,000						
Filtration System Replacement (Children's Pool)					84,000					
Filtration System Replacement (Plunge Pool)				76,500						
HVAC / Pool Heater Replacements (3)	24	70,000								
HVAC / Furnace Replacements (2)						20,000				2031/2032
HVAC / Hot Water Heater Replacements (4)										
Mechanical Equipment: Pumps, Motors, VFDs & Impeller					ENG	*				
Parking Lot Replacement			37,000							
Pool Apparatus Painting (Playground)										
Pool Deck Lighting - Retrofit to LED Fixtures (Engineering / Replacement)				6,000	250,000					2039
Pool Slide Gelcoat & Painting			75,500							
Roof Replacement			85,000							
Mechanical Equipment: Pumps, Motors, VFDs & Impeller										
Children's Pool Floor Painting										
Window Replacement										
<b>SUBTOTAL</b>		70,000	366,500	302,500	344,500	20,000	0	0	0	
<b>MEADOWHILL PARK</b>										
Backstop, Sideline & Outfield Fence Replacement										
Basketball Court Replacement										Per Master Plan
Inline Hockey Court Repair & Color Coat			*							Per Master Plan
Light Pole Replacement & Fixture Upgrade										
Parking Lot Lighting Upgrades (Poles / Fixtures)										2039/2043
Parking Lot Engineering / Replacement					ENG	200,000				
Pathway to Basketball & Hockey Rink (see ADA)	24	P-ADA								Per Master Plan
Playground Replacement (Design Completed in 2020)			180,000							
Scoreboard Replacement (Field #2)										

LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
Shelter Replacement										
Roof Replacement / Shelter										
<b>CHALET</b>										
Chalet Renovation/Replacement (MHP Master Plan Implementation - Phase 2)			1,452,000							
HVAC / Overhead Heater Replacement			41,000							
Roof Replacement										
<b>VELODROME</b>										
Fence & Gate Renovation										
Upgrade & Relamp Light Fixtures (Poles / Fixtures)										
Velodrome Repairs			14,500		15,000 ENG	*	15,500		16,000	2046/2031
Velodrome Track Engineering / Replacement										
<b>1605 ILLINOIS</b>										
Building Demolition				*						
Site Restoration				*						
<b>SUBTOTAL</b>		0	1,687,500	0	15,000	200,000	15,500	0	16,000	
<b>OAKLANE PARK</b>										
Park Renovation Design / Installation (including Playground & Tennis Court)	25	86,500	867,000 **							
Playground Replacement (**see Park Renovation)			**							
Tennis Court Replacement (**see Park Renovation)										
<b>SUBTOTAL</b>		86,500	867,000	0	0	0	0	0	0	
<b>PROGRAMS - General &amp; Recreation</b>										
ADA Facility Requirements (47 Fund)										
Meadowhill Park Pathways to Courts	25	8,000								
Sportsman's Country Club	25	50,000	10,000		10,000		10,000		10,000	
Pool Deck Furniture Replacement										
<b>SUBTOTAL</b>		58,000	10,000	0	10,000	0	10,000	0	10,000	
<b>PARKS MAINTENANCE</b>										
<b>545 Academy Drive</b>										
Asphalt / Concrete Repairs (District-Wide)	26	38,000								
Basketball Court Repairs (Greenview Crackfill/Colorcoat, Manager's Account)		P-MA	7,500	0	16,500	12,000	23,500	0	27,000	
Emergency Generator Replacement			93,500							
Garage Concrete Floor Prep & Sealing										
HVAC / Boiler Replacement										2030
HVAC / A/C Computer Server Room Replacement							ENG	*		
HVAC / RTU			*							2027/2032
Overhead Door Replacement (Trailer, Cold Storage & Wash Bay)										
Painting (District-Wide)								200,000		
Parking Lot Engineering / Replacement										
Playground Engineered Wood Fiber Replenishment (District-Wide)										
Roof Replacement - Main Building (Engineering / Installation)								ENG	1,300,000	
Roof Replacement & Solar Panels - Cold Storage (Engineering / Installation)								ENG	*	
Tennis Court Repairs			15,500	12,000	74,000	104,000	20,000	19,000	0	
Trash Receptacle & Bench Replacement			13,500							
Tuckpointing (Administration Building)			165,000							
	26	235,000								
<b>SUBTOTAL</b>		273,000	295,000	12,000	90,500	116,000	43,500	219,000	1,327,000	

LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
<b>PARKS MAINTENANCE Vehicle &amp; Equipment Replacement</b>										
<b>Aerator</b>										
2006 John Deere Aercore 1500 (4230) **to be replaced in conjunction with 6120	30	**								
<b>Air Compressor</b>										
Champion VR5-8 Air Compressor (Manager's Account)	35	P-MA								
<b>Ball Field Groomer</b>			22,500							
2010 Synthetic Turf Groomer (4690)										
2013 Gravely Ball Field Groomer (4890)								19,250		2030
2016 ABI Force (4920)										2029
2015 ABI Force (4922)										
<b>Ice Equipment</b>										
2013 Olympian Ice Resurfacer / Battery (4010)										2034
1998 Olympian Ice Resurfacer / Propane (4020)							300,000			
<b>Man Lift</b>										
Skyjack Scissor Lift (4880)										2034
<b>Pressure Washer</b>										
2010 K-Bar Mobile Pressure Washer (5090)								9,250		
<b>Rough Mower</b>										
2006 Toro Groundsmaster 4500-D (4031)								49,000		
2016 Toro 40" Grandstand Mower (4510)								10,000		
2002 Kubota 60" Zero-Turn Diesel Mower (4670)	27	30,000								
<b>Sprayer</b>										
2007 Toro Multi-Pro Sprayer (4310)					67,500					
<b>Tractor</b>										
2001 Bobcat 773 Skidsteer (5050)									74,250	
2001 Bobcat 60" Bucket Attachment (5056)									11,000	
1997 Kubota M5400 (5010)					36,000					
1996 Kubota B2100 Tractor (5222) (Utility Cart)	27	26,000								
<b>Trailer</b>										
2007 Bix Tex 20' Utility Trailer (5230)									*	
<b>Utility Vehicle</b>										
1995 Club Car Carryall Utility Cart (4040)			10,000							
2015 Utility Vehicle 4x4 (5251)						44,250				
<b>Vehicle</b>										
2009 GMC 4WD 2500-Plow Truck (3020)							48,000			
2008 GMC 4WD 2500-Utility Body Plow Truck (3030)						46,000				
2005 GMC 2WD 2500-Truck w/Lift Gate (3040)								30,000		
2005 Chevy 2500 Pick-Up Truck (3050)								30,000		
2001 Ford F550 Bucket Truck (3080)				62,500						
2010 GMC 4WD 2500-Utility Body Plow Truck (3090)								50,000		
2006 GMC C6500 Dump Truck (3110)									*	
2011 Ford F450 4x4 Dump Truck (3120)									*	
2003 Chevy C4500 Mini Dump Truck (3140)						60,750				
2008 Chevy 2500 HD 4WD - Plow Truck (6030)						46,000				
2000 GMC 2WD 1500 Truck (3200)			20,000							
2001 GMC 2WD 1500 Truck (3230)	28	57,250								
<b>Watering Equipment</b>										
2011 Kifco Water Cannon (4170)				13,500						
<b>SUBTOTAL</b>		113,250	52,500	76,000	103,500	197,000	348,000	197,500	85,250	
<b>SALCEDA PARK</b>										
Playground Design / Replacement										2033
<b>SUBTOTAL</b>		0	0	0	0	0	0	0	0	

LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
<b>NORTHBROOK SPORTS CENTER</b>										
Additional Ice Surface (Studio or Full Sheet)										
A-Rink Show System-Lighting										
A-Rink Show System-Sound				25,000						
B-Rink Corridor Door Swing Correction										
B-Rink Show System-Sound										
Building Replacements	28	5,351,000								
Building Exterior Lighting Upgrades										
Emergency Generator										
Evaporative Condenser & Ice Mechanicals										
Glycol Pipe Repair										
HVAC/RTU/MAU Replacements										
Painting Rink Floors, Ceiling, Ducts & Beams										
Roof Replacement/Exterior Skin										
Smoke Detection Installation										
Community Room Panic Hardware										
Concessions Equipment (Refrigerator & Freezer)			12,500							
Additional Generator (Based on Expansion of Rink Space)										
Front Office / Vestibule Door Enclosure Construction Documents & Installation										
HVAC / Boiler Replacement (A-Rink)										2042
HVAC / Dehumidifier Refurbishment (A & B Rinks)										
Parking Lot Replacement-South & West Lots Replacement (Engineering 2020)			450,000							2032
Scoreboard Replacement (A & B Rinks)										2042
South Boundary Fence Replacement				45,000						
<b>SUBTOTAL</b>		5,351,000	462,500	95,000	0	0	0	0	0	
<b>NORTHBROOK SPORTS CENTER POOL</b>										
HVAC / Pool Boiler Replacement (2)										2032
Pool Equipment (Filters, Pumps, Motors, etc.)										
Pool Deck Lighting										2043
<b>SUBTOTAL</b>		0	0	0	0	0	0	0	0	
<b>STONEGATE PARK</b>										
Bollards & Parking Lot Lighting Upgrade (Poles / Fixtures)										2041/2026
Parking Lot Replacement / Repairs										
Pathway Engineering / Replacement	29	110,000	ENG	150,000						
Playground Design / Replacement			23,500	275,500						
Roof Replacement / Shelter						7,500				
Shelter Replacement										
Tennis (Pickleball) Court Replacement										2040
<b>SUBTOTAL</b>		110,000	23,500	425,500	0	7,500	0	0	0	
<b>GOLF OPERATIONS</b>										
<b>Sportsman's Country Club</b>										
Cart Path Replacement										
Classic 18 Irrigation Pump										
Fence Replacement										
Golf Ball Dispenser										
Golf Master Plan Implementation (Demolition & Planning)	29	4,889,289								2029
Irrigation System Replacement										
Marquee Sign - Landwehr & Dundee										
Parking Lot Engineering / Replacement	30	25,000								

LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
Range Light Fixtures										2036
Range Netting Repair & Replacement										
Roof Replacement / Halfway House										2030
Roof Replacement / On-Course Shelters										
Shelter Replacement										
Tree Removal & Replacements										
Well Pump Replacement (Included in Golf Master Plan Implementation)										
<b>CLUBHOUSE</b>										
Emergency Generator Replacement (Engineering / Installation)										2036
<b>GOLF MAINTENANCE BUILDING</b>										
Fence Replacement										
HVAC / Condensing Unit Replacement						10,000		10,000		
HVAC / Furnace Replacement									*	
HVAC / Gas Fired Burners										
Parking Lot Lighting - LED Upgrade			10,000							
Parking Lot / Access Drive 2" Grind & Replace (Pavement Cores in 2022)			E-OP	99,500						
Roof Replacement										2032
<b>SUBTOTAL</b>		4,914,289	10,000	99,500	0	10,000	0	10,000	0	
<b>GOLF OPERATIONS</b>										
<b>Vehicles &amp; Equipment Replacement</b>										
<b>Aerator</b>										
Aerway Greens Express 60" (6140)							10,000			
2006 John Deere Core Pulverizer (6130)			14,000	28,000						
2008 Procore 648 Aerator (6090)		*								
2006 Procore 880 Aerator (6100) *to be replaced in conjunction with 6120	30			28,000						
2006 Procore 648 Aerator (6110)										
2002 Vertidrain Deep Tine Aerator (6120)	30	47,000							20,250	
2017 Toro Pass 200 (6170)					29,000					
2006 Turfco CR-10 Topdresser (6180)										
<b>Blower</b>										
2012 Buffalo Cyclone Turbine Blower (9080)			14,000				*			
2017 Buffalo Turbine Tow Blower (9050)							*			
2017 Buffalo Turbine Tow Blower (9070)										
<b>Bunker Rake</b>										
2012 Toro 2020 Sand Pro (8100)										2029
2003 Toro 3020 Sand Pro Bunker Rake (8110)										2035
2011 Toro 2020 Sand Pro (8140)								25,000	25,000	
2011 Toro 2020 Sand Pro (8180)										
<b>Fairway Mower</b>										
2017 Toro 3555 Reelmaster (7190)									73,710	
2015 Toro 5210 Reelmaster (7570)					53,000					
2015 Toro 5210 Reelmaster (7590)						54,000				
<b>Green / Tee Mower</b>										
2017 Toro Greensmaster 3300 (7010)									51,300	
2010 John Deere 2500B E-Cut Triplex (7060)			40,500							
2011 John Deere 2500 E-Cut Triplex (7090)				41,750	41,750					
2017 Toro Greensmaster 2120 (7200)									20,250	
2017 Toro Greensmaster 2120 (7210)									20,250	
2017 Toro Greensmaster 2120 (7220)									20,250	
2017 Toro Greensmaster 2120 (7230)									20,250	
2017 Toro Greensmaster 2120 (7240)									20,250	
2017 Toro Greensmaster 2120 (7250)									20,250	
2014 Toro Groundsmaster 3300 (7040)							44,000			
2014 Toro Groundsmaster 3300 (7050)							44,000			

LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
2010 Toro Flex 21" W/B Greensmower (7280)										As needed
2010 Toro Flex 21" W/B Greensmower (7290)										As needed
<b>Roller</b>										
1992 Brouwer Turf Roller TR224 (5610)										
2011 Tru-Turf Greensroller (6210)				11,750						
2011 Tru-Turf Greensroller (6220)				11,750						
<b>Rough / Bank Mower</b>										
2018 Toro Groundsmaster 7200 (7530)										2034
2009 Toro 150" Groundsmaster 4700-D (7540)							73,250			
2013 Toro Groundsmaster 4500-D (7560)										2030
2016 Toro Sidewinder 3500-D (7700)										2033
2010 Toro 3100-D Reelmaster (7710)								49,000		
2014 Toro Sidewinder 3500-D (7720)										2031
2007 Toro 3500-D Sidewinder (7730)					41,250					
<b>Sand Silo</b>										
Sand Silo 2000-Friesen 12075C										
<b>Spreader/Sprayer</b>			20,000							
2008 Turfco Triwave Overseeder (6190)						14,500				
2007 Toro Multipro 5700-D 300 Gallon Sprayer (8150)						62,500				
2017 Toro Multipro 5800 Gallon Sprayer (8160)							68,000			
Vicon Spreader								10,000		
<b>Tractor</b>										
1999 John Deere 1070 Tractor (7380)			32,500							
2010 John Deere 4520 Tractor (8010)										2032
2004 Bobcat S-250 Skid Steer (8020)			32,500							
<b>Trailer</b>										
1999 18' Richland Trailer (8510)							12,000			
<b>Utility Vehicle</b>										
2013 Club Car Carryall (6460)			8,250							
2010 Club Car Turf II (6600)								18,250		
2015 Driving Range Picker (6601)										
2007 John Deere TX Turf Gator (6330)					11,750					
2005 John Deere Gator TX (6350)				11,750						
2006 John Deere TX Turf Gator (6360)				11,750						
2006 John Deere TX Turf Gator (6370)				11,750						
2008 John Deere E Gator (6380)			10,750							
2006 John Deere TX Turf Gator (6390)					11,750					
2012 John Deere E Gator (6450)			10,750			12,000				
2014 John Deere Gator (6560)							12,250			
2014 John Deere Gator (6570)										
2007 Toro Workman (6430)				11,750						
2007 Toro Workman (6440)				11,750						
2012 Toro Workman (6510)				26,750						
<b>SUBTOTAL</b>		47,000	183,250	206,750	188,500	143,000	263,500	102,250	291,760	
<b>ANETSBERGER GOLF COURSE</b>										
Course Amenities										
HVAC / Heat Pump Replacement			16,000							
Irrigation / Pump Station Replacement										
Pathway Engineering / Replacement (Pavement Cores in 2021)		E-OP	70,000							2031
Roof Replacement / Techny Prairie Center										
<b>SUBTOTAL</b>		0	86,000	0	0	0	0	0	0	
<b>TECHNY PRAIRIE ACTIVITY CENTER</b>										
<b>SUBTOTAL</b>		0	0	0	0	0	0	0	0	

LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
<b>TECHNY PRAIRIE PARK &amp; FIELDS</b>										
Asphalt / Concrete Repairs										
Backstop Netting Replacement										
Backstop, Sideline & Outfield Fence Replacement										
Batting Cage Netting Replacement										
Batting Cage Pitching Machine Replacement										
Bridge Replacement										
Goal Replacement										
HVAC / Furnace Replacement / Warming Shelter										2037
Interpretive Map Signage (Manager's Account)	36	P-MA								
Irrigation System Replacement										
Marquee Sign Refurbishment / Replacement				22,000						
Master Plan Review / Update			42,000	264,750						
Parking Lot Replacement (Northwest Parking Lot & Anets Drive)			375,000							
Pathway Replacement (pavement cores in 2021)		E-OP		11,000	730,000	*	*			
Park Lighting Upgrades (Parking Lot, Sled Hill, Ball Field #27, 28, & 29)										2030
Playground Design / Replacement										
Scoreboard Replacement (#26, 27, 28, 29, Turf Fields)										
Synthetic Turf Replacement			43,000							
Warming Shelter Roof Replacement										
<b>SUBTOTAL</b>		0	460,000	297,750	730,000	0	0	0	0	
<b>TOWER RINK</b>										
Lighting Replacement (Poles / Fixtures)										2060/2035
<b>SUBTOTAL</b>		0	0	0	0	0	0	0	0	
<b>VILLAGE GREEN PARK AND CENTER</b>										
Backstop, Sideline & Outfield Fence Replacement										
Ball Field Netting Replacement										
Centennial Fountain Lights								*		
Emergency Generator Replacement (Engineering / Installation)										2037
HVAC / Boiler Replacement										2034
HVAC / RTU Replacement (with Roof Replacement)				ENG	120,000					2038
Parking Lot & Pathway Lighting Upgrade (in-house project)				35,000						2029
Parking Lot Replacement										
Pathways - Asphalt Resurfacing										
Playground Design / Replacement				47,000	553,000					
Roof Replacement / VG Center (Shingle & EPDM Roofs)					57,000			13,750		
Roof Replacement / VG Pavilion										
Roof Replacement / VG Gazebo			22,500							
Scoreboard Replacement (Field #1)										
<b>SUBTOTAL</b>		0	22,500	82,000	730,000	0	0	13,750	0	
<b>WESCOTT PARK</b>										
Backstop & Sideline Fence Replacement										
Pathway Replacement										2031
Playground Design / Replacement (District 30 Intergovernmental Agreement)	31	75,000								
<b>SUBTOTAL</b>		75,000	0	0	0	0	0	0	0	

LOCATION / PROJECT	Page #	2021	2022	2023	2024	2025	2026	2027	2028	Anticipated Year
<b>WEST PARK</b>										
1710 Park Development (Planning & Installation)						45,000				
Backstop, Sideline and Outfield Fence Replacement					ENG					
Master Plan Review / Update (including the West Pathway Extension)			18,500	500,000						
Parking Lot Replacement (**see Northbrook Sports Center)			**							
Pathway Engineering / Replacement (Pavement Cores in 2022)			E-OP	50,000						2031
Playground Design / Replacement							3,000			2030
Roof Replacement (Tennis Shed)										
Tennis Court Replacement										
West Park Drainage Improvement										
<b>SUBTOTAL</b>		0	18,500	550,000	0	45,000	3,000	0	0	
<b>WILLIAMSBURG SQUARE PARK</b>										
Backstop and Sideline Fence Replacement			25,000							
Basketball Court Replacement (Pavement Cores 2022)			E-OP	90,000						
Pathway Replacement / Bleacher Pad (Pavement Cores 2021)		E-OP	42,000							
Perimeter Fence Replacement			30,000							
Playground Design / Replacement				125,000	23,250	273,500				
Tennis Court Replacement (Pavement Cores 2022)			E-OP							
<b>SUBTOTAL</b>		0	97,000	215,000	23,250	273,500	0	0	0	
<b>WOOD OAKS GREEN PARK</b>										
Boilard Replacement (Poles / Fixtures)					*					2039/2024
Bridge Replacement										
Entrance Drive / Culvert Reconstruction										
Fence Replacement / Repair	31	18,500								
HVAC Replacement (Heat Pump / Air Handler)										2030
Master Plan Review / Update						23,500	4,651,750			
Parking Lot Engineering / Replacement			ENG	120,000						
Pathway Engineering / Replacement			ENG	250,000				31,000	362,500	2037
Playground Design / Replacement										
Practice Court										
Roof Replacement (Tennis Building)				*						
Shoreline Stabilization / Sheet Piling Replacement (Engineering Completed 2019)	32	381,000	1,415,000							2037
Tennis Court Replacement										
Tennis Hut Bathroom Remodel										
<b>SUBTOTAL</b>		399,500	1,415,000	370,000	0	23,500	4,651,750	31,000	0	
<b>PROJECTS UNDER \$10,000 (Manager Accounts)</b>										
		20,750								
<b>Funds 47 and 48</b>										
<b>GRAND TOTAL</b>		11,659,039	6,371,500	7,137,000	2,610,750	1,239,500	5,863,000	847,000	1,930,010	
<b>CAPITAL IMPROVEMENT PLAN KEY:</b> *asterisk Denotes the anticipated year of improvement; unknown allocation. E-OP Denotes an engineering allocation in the Operating Account Budget (less than \$5,000). P-MA Denotes a project allocation in the current year's Manager's Account Budget (less than \$10,000), refer to the Manager's Account Spreadsheet for more details. ENG Denotes the anticipated year of engineering; unknown allocation.										





# **Project Description Worksheets**

**Division:** Administration  
**Location:** District-wide  
**Project Title:** Personal Computer Equipment Replacement

**Project ID: ADMIN-01**

The IT Department maintains more than 200 computers, phones and printers. To ensure Park District staff have the equipment required to fulfill their job responsibilities, IT has instituted an industry standard lifecycle of 7-8 years for PCs and 6-7 years for laptops. The printer lifecycle will continue to be reviewed on the basis of total pages printed, cost of ownership and access to parts for repair. In 2021, the IT Department anticipates replacing 14 PCs/laptops and no printers.

Project Allocation	
2021	
\$20,000	

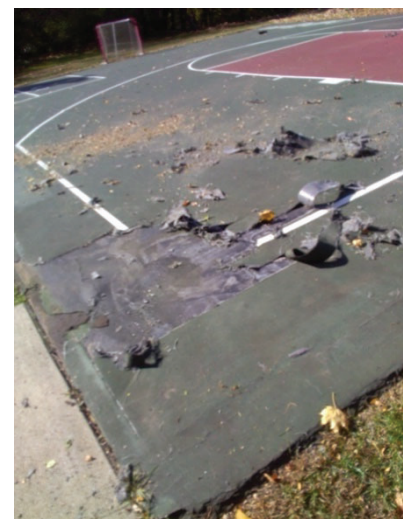


**Division:** Parks & Properties  
**Location:** Cedar Lane Tot Lot  
**Project Title:** Basketball Court Repair

**Project ID: CED-01**

This project consists of an asphalt grind, repave and color coating of the basketball court. This court was reconstructed in 2004 and has since experienced considerable cracking. The District tried a new system that essentially places a mat over the asphalt surface. Unfortunately, that system has not been durable and needs replacement.

Project Allocation	
2021	
\$30,000	



**Division:** Parks & Properties  
**Location:** Leisure Center  
**Project Title:** Emergency Generator Replacement

**Project ID: PARKS-01**

The emergency generator at the Leisure Center was installed in 1994 and has exceeded the projected life expectancy of 15-20 years. The emergency generator provides backup to life safety equipment during a power failure. The automatic transfer switch that controls the generator would also be replaced at the same time. The engineering for the Leisure Center emergency generator is complete and this unit will be replaced in 2021.

Project Allocation	
2021	
\$74,000	



**Division:** Parks & Properties  
**Location:** Leisure Center  
**Project Title:** Waterline Replacement

**Project ID: PARKS-02**

This project includes the replacement of the 6" waterline from the valve box at Walters Avenue to the Leisure Center building. There have been multiple breaks along this line over the past few years due to the Village pressurization of their lines. In 2021, the engineering and surveying would be completed for this project. In 2022, the waterline would be replaced.

Project Allocation	
2021	2022
\$16,750	\$72,500



**Division:** Recreation  
**Location:** Meadowhill Aquatic Center  
**Project Title:** HVAC / Pool Heater Replacements

**Project ID:** MAC-01



This project is the replacement of the three pool water heaters at Meadowhill Aquatic Center. The heaters were installed in 2004, have surpassed their expected life cycle of fifteen years and are operationally unreliable. This project was deferred in 2020.

Project Allocation	
	2021
	\$70,000



**Division:** Parks & Properties  
**Location:** Meadowhill Park  
**Project Title:** Comprehensive Master Plan

**Project ID:** MHP-01

This project implements the Facility Assessment recommendations of the 2017 Comprehensive Master Plan. In 2021 work will include the installation of an accessible pathway to the existing basketball and hockey courts.

Project Allocation				
2018	2019	2020	2021	2022
\$87,786	\$21,153	\$22,630	\$8,000 (See ADA)	\$2,118,431
Total Spent to Date = \$131,569				
<b>Total Project Budget = \$2,250,000</b>				



**Division:** Parks & Properties  
**Location:** Oaklane Park  
**Project Title:** Oaklane Park Redevelopment

**Project ID:** OAK-01



With the amenities at Oaklane Park either approaching or exceeding 20 years of age, the District surveyed the neighborhood residents and conducted an Open House on the renovation of this Park in 2019. Final concept plans were developed in 2020. Surveying, soil borings, construction documents and permitting are slated for 2021. The District anticipates grant funding from OSLAD (when available) to fund a portion of this project, with anticipated construction dependent on the award timeline of the grant. This project was deferred in 2020.

Project Allocation	
2021	2022
\$86,500	\$867,000
OSLAD Grant Application: up to \$400,000	
<b>Total Project Budget = \$953,500</b>	



**Division:** Parks & Properties  
**Location:** District-wide (Various Locations)  
**Project Title:** Americans with Disabilities Act (ADA) Facility Requirements

**Project ID:** ADA-01

This project consists of new ADA pathways to courts at Meadowhill Park and ADA facility requirements at the new clubhouse at Sportsman's Country Club.

Project Allocation	
2021	
\$58,000	

Meadowhill Park Pathway to Courts	\$8,000
Sportsman's Country Club	\$50,000





**Division:** Parks & Properties  
**Location:** District-wide (Various Locations)  
**Project Title:** Asphalt Sealcoating & Repairs

**Project ID: PARKS-03**



The asphalt projects include crack filling, sealcoating and repairs to the pathways and bleacher pads at Meadowhill Park, select portions of the parking lot at the Northbrook Sports Center, the south parking lot of Techny Prairie Park and Fields, the parking lot at Village Green Park and select pathways at West Park. This project was deferred in 2020.

Project Allocation	
2021	
\$38,000	

MHP Pathways (8') & Bleacher Pads (4)	\$9,000
Sports Center (N staff lot, N & E lot, Ent)	\$9,000
TPPF (S parking lot)	\$11,000
Village Green Park (parking lot)	\$5,500
West Park (various pathways)	\$3,500



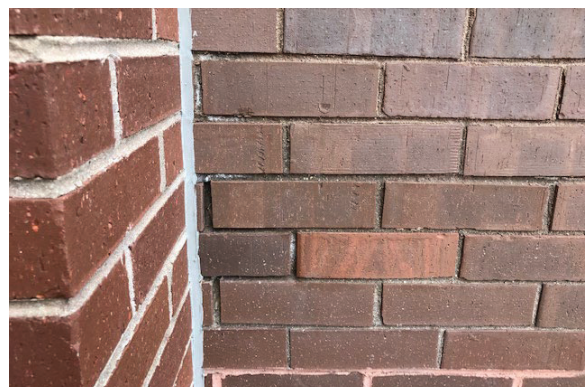
**Division:** Parks & Properties  
**Location:** Joe Doud Administration Building  
**Project Title:** Tuckpointing

**Project ID: PARKS-04**



This project will involve the tuckpointing and sealing of the entire exterior of the Joe Doud Administration Building. The building is beginning to experience interior efflorescence on the brick masonry block as moisture penetrates between the layers. Phase 1 will include tuckpointing the north and east side of the building. Phase II will complete the south and west sides. This project was deferred in 2020.

Project Allocation	
2021	2022
\$235,000 (Phase 1)	\$165,000 (Phase 2)



**Division:** Parks & Properties  
**Location:** Joe Doud Administration Building  
**Project Title:** Vehicle & Equipment Replacements

**Project ID:** P-VE-01



The Toro GM7210 with a 72 inch rear discharge deck will be used for in-house mowing and will replace the 2002 Kubota Z-Turn. The new Toro GM7210 will be a more efficient and versatile mower as it will accept a 72 inch or 60 inch deck. The GM7210 operating speed will increase the number of acres that can be mown from 4.19 acres/hour to either 6.82 or 8.18 acres/hour based on terrain and other conditions. The new unit will also provide a dedicated mulch kit. This will be purchased through OMNIA Partners (purchasing organization for public and private sector procurement). This replacement was deferred in 2020.

Project Allocation
2021
\$30,000



**Division:** Parks & Properties  
**Location:** Joe Doud Administration Building  
**Project Title:** Vehicle & Equipment Replacements

**Project ID:** P-VE-02



The Toro Workman HDX Auto will replace the 1996 Kubota B2100 Tractor used to pull the synthetic field groomer. This utility cart will provide the Parks Department with a more versatile piece of equipment for multiple tasks and projects. This will be purchased through OMNIA Partners (purchasing organization for public and private sector procurement). This replacement was deferred in 2020.

Project Allocation
2021
\$26,000





**Division:** Parks & Properties  
**Location:** Joe Doud Administration Building  
**Project Title:** Vehicle & Equipment Replacements

**Project ID:** P-VE-03



A new Ford Transit 250 High Roof Cargo Van would replace the District's 2001 GMC 1500 Pick Up Truck (#3230) which currently has 84,640 miles and is used to collect garbage on a daily basis. The Trades 1500 Pick Up Truck (#3200) will be reassigned as the garbage truck for the Grounds Department. The new vehicle has the ability to tow heavier equipment which is not possible with the current #3230 and will provide efficiencies for staff with greater tool storage for projects. This project is a replacement of one vehicle and does not add to the District's overall vehicle count. This replacement was deferred in 2020.

Project Allocation	
	2021
	\$57,250



Current



Proposed

**Division:** Recreation  
**Location:** Northbrook Sports Center  
**Project Title:** Building Replacements

**Project ID:** SC-01

In 2020, the District began the planning and engineering phase of the roof, ice mechanical equipment and rooftop unit replacements, emergency generator replacement, and painting and lighting at the Northbrook Sports Center. Construction would be completed in 2021.

Project Allocation	
2020	2021
\$265,000	\$5,351,000

Building Exterior Lighting Upgrades  
 Emergency Generator  
 Evaporative Condenser & Ice Mechanicals  
 Glycol Pipe Repair  
 HVAC/RTU/MAU Replacements  
 Painting Rink Floors, Ceiling, Ducts & Beams  
 Roof Replacement/Exterior Skin  
 Smoke Detection Installation



**Division:** Parks & Properties  
**Location:** Stonegate Park  
**Project Title:** Parking Lot – Asphalt Repairs

**Project ID: STO-01**



The Stonegate Park asphalt project involves the reconstruction of the parking lot, including the base material. There are sections of the parking lot that have sunk and sections of large cracking and deterioration of the curb. Cores have been taken to determine current compaction and conditions under the asphalt. This project was deferred in 2020.

Project Allocation	
	2021
	\$110,000



**Division:** Golf Operations  
**Location:** Sportsman's Country Club  
**Project Title:** Golf Master Plan Implementation

**Project ID: GOLF-01**

In 2019, the District began working on the renovation plans with the team of RATIO Architects, Inc., Gewalt Hamilton Associates, Inc. and Jacobson Golf Course Design, Inc. with construction commencing in 2020. The project construction will be completed in 2021.

Project Allocation			
2018	2019	2020	2021
\$223,646 (actual)	\$591,550 (actual)	7,600,000 (estimated)	\$4,889,289 (estimated)
Total Spent to Date: \$8,415,196 (estimated)			
Total Project Budget = \$12,750,000			
<b>Total w/ Additional Allocation (2019): \$13,304,485</b>			

\*Totals include ADA Fund.



**Division:** Golf Operations  
**Location:** Sportsman's Country Club  
**Project Title:** Marquee Sign

**Project ID:** GOLF-02

The District has been evaluating multiple options for the replacement of the outdated and inaccurate monument sign at the corner of Dundee and Landwehr Roads. This high-visibility corner is an important space for a large sign to broadcast the new branding efforts of the golf course renovations and new clubhouse.

Project Allocation
2021
\$25,000



**Division:** Golf Operations  
**Location:** Sportsman's Country Club and Parks & Properties  
**Project Title:** Vehicle & Equipment Replacements

**Project ID:** G-VE-01



This new Wiedenmann Terra Spike XF6 will be used to aerate greens, tees and fairways at Anetsberger Golf Course, Sportsman's Country Club, athletic fields, and Village Green in the Parks Division. This unit will deep tine, pencil deep tine and pull cores up to 8 inches deep. The Terra Spike will do what currently requires three pieces of equipment. It will replace the 2006 Toro 880 Aerator, the 2002 Vertidrain 7316 and the Parks 2006 John Deere Aercore 1500. This replacement was deferred in 2020.

Project Allocation
2021
\$47,000



**Division:** Parks & Properties  
**Location:** Wescott Park  
**Project Title:** Playground Renovation

**Project ID:** WES-01

This project will include the installation of a new playground in conjunction with Northbrook-Glenview School District 30's Wescott School expansion. The equipment in the 5-12-year old playground will be relocated and replaced. The equipment in the 2-5-year old playground will remain in the current location and will not be replaced at this time. School District 30 will pay for the new equipment and the Northbrook Park District will pay for installation.

Project Allocation
2021
\$75,000



**Division:** Parks & Properties  
**Location:** Wood Oaks Green Park  
**Project Title:** Fence Replacement

**Project ID:** WOG-01



This project will include repairs to the existing fence around the storage facility at Wood Oaks Green Park. Removal and replacement will include the double width gate and any damaged structural supports which will be performed by a contractor. The pickets will be installed by in-house staff. This project was deferred in 2020.

Project Allocation
2021
\$18,500





**Division:** Parks & Properties  
**Location:** Wood Oaks Green Park  
**Project Title:** Shoreline Stabilization / Sheet Piling Replacement

**Project ID:** WOG-02



This item includes replacing the metal sheet piling to correct slope issues affecting the integrity of the seawall at Wood Oaks Green Park. In place of the sheet piling, a mixture of gradually sloped naturalized areas and Rosetta Stone retaining walls will be installed. A three-year permit was obtained from the Army Corps of Engineers in 2019. This project will be phased in over the next two years so that it can be completed with the existing permit. Phase 1 of this project was deferred in 2020.

Project Allocation	
2021	2022
\$381,000 (Phase 1)	\$1,415,000 (Phases 2 & 3)



# Manager's Account Worksheets

Projects under \$10,000

## MANAGER'S ACCOUNT

CAPITAL IMPROVEMENT PLAN 2021			
PROJECTS UNDER \$10,000	Page #	ID	Budget
(Manager's Account)			(FY 2021)
<b>RECREATION</b>			
n/a			\$0
<b>TOTAL RECREATION</b>			<b>\$0</b>
<b>PARKS AND PROPERTIES</b>			
Greenview Park - Basketball Court Repairs	35	PARKS-06	\$6,000
Joe Doud Administration Building - Building Air Compressor	35	PARKS-07	\$7,750
TPPF - Interactive Map Signage	36	TPPF-01	\$7,000
<b>TOTAL PARKS &amp; PROPERTIES</b>			<b>\$20,750</b>
<b>GOLF OPERATIONS</b>			
n/a			
<b>TOTAL GOLF OPERATIONS</b>			<b>\$0</b>
<b>GRAND TOTAL</b>			<b>\$20,750</b>

**Division:** Parks & Properties  
**Location:** Greenview Park  
**Project Title:** Basketball Court Repairs

**Project ID:** PARKS-06



The basketball court at Greenview Park is 13 years old and experiencing color coat cracking and peeling. This project will include cleaning, grinding the asphalt smooth, applying three applications of acrylic resurfacer to fill surface cracks, ARMOR patching for asphalt cracking, and color coating and line stripes. This project was deferred in 2020.

Project Allocation
2021
\$6,000



**Division:** Parks & Properties  
**Location:** Joe Doud Administration Building  
**Project Title:** Building Air Compressor

**Project ID:** PARKS-07

The current Champion VR5-8 air compressor is 25 years old and parts to repair the unit are not available or are difficult to find. The new compressor will have an air dryer system to pull moisture from the air which will help reduce the wear and tear on air tools, as well as an automatic tank release to purge water from the tank.

Project Allocation
2021
\$7,750





**Division:** Parks & Properties  
**Location:** Techny Prairie Park and Fields  
**Project Title:** Interactive Map Signage

**Project ID:** TPPF-01



This project includes the addition of one new sign and the updating of the four interactive signs at Techny Prairie Park and Fields to coincide with the new trail marking system installed in 2019. The sign replacement would also add the location of Techny Prairie Activity Center to the park signage. This project was deferred in 2020.

Project Allocation	
	2021
	\$7,000



# Appendix

**APPENDIX A**  
**Golf Fleet Inventory**

Equipment	Equip #	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
<b>Aerating Equipment</b>					
Procore 648 Aerator	6090		2008	12	2023
Procore 880 Aerator	6100		2006	15	2021
Procore 648 Aerator	6110		2006	12	2023
Vertidrain Deep Tine Aerator	6120		2002	16	2021
John Deere Core Pulverizer	6130		2006	12	Evaluate 2022
Aerway Greens Express 60"	6140		2004	20	2026
Turfco Metermatic III Topdresser	6160		1993	15	Not Replacing
Toro Pro Pass 200	6170	\$9,562	2017	9	2028
Turfco CR-10 Material Handler	6180		2006	15	2024
Planet Air	6230		2012	15	2029
Groom-It Hydraulic Drag Broom	6200		2009	10	Replace as needed-operations
<b>Backpack Blower</b>					
Stihl Backpack Blower BR600	9700	\$360	2017	8	Replace as needed-operations
Stihl Backpack Blower BR600	9710	\$390	2019	8	Replace as needed-operations
Kawasaki KRB750B Backpack Blower	9720		2009	8	Replace as needed-operations
Kawasaki KRB750B Backpack Blower	9730		2009	8	Replace as needed-operations
Kawasaki KRB750B Backpack Blower	9750		2009	8	Replace as needed-operations
Kawasaki KRB750B Backpack Blower	9760		2009	8	Replace as needed-operations
Stihl BR600 Backpack Blower	9770		2016	8	Replace as needed-operations
Stihl Backpack Blower BR600	9780	\$360	2017	8	Replace as needed-operations
Stihl BR600 Backpack Blower	9790	\$390	2019	8	Replace as needed-operations
RedMax EBZ8500RH Backpack Blower	9795		2012	8	Replace as needed-operations
<b>Ball mark repair tools</b>					
Greens Keeper 27200 (20 Units)	9405	\$100/ea			Replace as needed-operations
<b>Blower</b>					
Billy Goat Force W/B Blower	9020		2006	8	Not Replacing
Billy Goat Force W/B Blower	9030		2007	8	Not Replacing
Buffalo Turbine Tow Blower	9050	\$6,666	2017	8	2026
Buffalo Turbine Tow Blower	9070	\$6,666	2017	8	2026
Buffalo Cyclone Turbine Blower	9080		2012	8	2022
<b>Bunker Rake</b>					
Toro 2020 Sand Pro	8100		2012	15	2029
Toro 3040 Sand Pro	8110	\$20,745	2019	15	2035
Toro 2020 Sand Pro	8140		2010	15	2027
Toro 2020 Sand Pro	8180		2011	15	2028
<b>Chainsaw</b>					
Stihl MS290 Chainsaw	9350		2009	15	Replace as needed-operations
Stihl MS290 Chainsaw	9351	\$335	2017	15	Replace as needed-operations
Stihl 192TC Chainsaw	9352		2011	15	Replace as needed-operations
Stihl HT131 Pole Chainsaw	9353		2011	15	Replace as needed-operations
Stihl 441CM Chainsaw	9354		2014	15	Replace as needed-operations
<b>Construction Roller</b>					
Brouwer Turf Roller TR224	5610		1992	30	Not Replacing
<b>Drill</b>					
Echo EDR260 Engine Drill	9414		2015	10	Replace as needed-operations
Echo EDR260 Engine Drill	9415		2011	10	Replace as needed-operations

**APPENDIX A**  
**Golf Fleet Inventory**

Equipment	Equip #	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
<b>Edger</b>					
Echo BDR280 Edger	9410		2010	8	Replace as needed-operations
<b>Fairway Mower</b>					
John Deere 7500 Fairway Mower	7180		2008	10	Not Replacing
Toro Reelmaster 3555	7190	\$54,586	2017	10	2028
Toro Reelmaster 5210	7570		2012	10	2024
Toro Reelmaster 5210	7590		2013	10	2025
<b>Generator</b>					
2017 Honda EU2000i Generator	9200	\$999	2017	10	Replace as needed-operations
<b>Golf Cars</b>					
Golf Cars (92)	10001-10092	\$355,314	2018	10	2029
Clubcar Precedent 4 Fun	10093	w/fleet purchase	2018	10	2029
Clubcar Precedent 4 Fun	10094	w/fleet purchase	2018	10	2029
Clubcar Villager Bus	10095	w/fleet purchase	2018	10	2029
Clubcar Precedent-Electric	10096	w/fleet purchase	2018	10	2029
Clubcar Precedent-Electric	10097	w/fleet purchase	2018	10	2029
Clubcar Precedent-Electric	10098	w/fleet purchase	2018	10	2029
ADA Golf Cart	10010		2001	10	Replace as needed
<b>Green/Tee Mower</b>					
Toro Greensmaster 3300	7010	\$37,497	2017	10	2028
John Deere Greensmower 2500A	7020		2006	10	Replace as needed
Toro Greensmaster 3300	7040		2014	10	2026
Toro Greensmaster 3300	7050		2014	10	2026
John Deere E-Cut Tri-Plex 2500	7060		2010	10	Evaluate 2021
Toro Triflex 3300	7080	\$39,714	2018	10	2029
John Deere E-Cut Tri-Plex 2500	7090		2011	10	2023
Toro Greensmaster 2120	7200	\$12,718	2017	10	2028
Toro Greensmaster 2120	7210	\$12,718	2017	10	2028
Toro Greensmaster 2120	7220	\$12,718	2017	10	2028
Toro Greensmaster 2120	7230	\$12,718	2017	10	2028
Toro Greensmaster 2120	7240	\$12,718	2017	10	2028
Toro Greensmaster 2120	7250	\$12,718	2017	10	2028
Toro Flex 21" W/B Greensmower	7280		2010	10	Replace as needed
Toro Flex 21" W/B Greensmower	7290		2010	10	Replace as needed
Greens Brush	6240		2012	7	Replace as needed-operations
<b>Misc. Equipment</b>					
20 Ton Log Splitter	5600		2009	20	2031
Bobcat SB200-78" Snowblower	8021		2007	15	2024
Hotsy 400psi Pressure Washer	9802	\$1,700	2017	10	Replace as needed-operations
Sand Silo			Pre-2000	20	2022
<b>Pump</b>					
Honda GX240 3" Trash Pump	7800		2011	15	Replace as needed-operations
Honda GX160 2" Trash Pump	7801		2009	15	Replace as needed-operations
Honda WT20x 2" Trash Pump	7802		2005	15	Replace as needed-operations
Porta Pump	9403		2012	8	Replace as needed-operations
<b>Roller</b>					
Tru-Turf Greensroller	6210		2011	10	2023
Tru-Turf Greensroller	6220		2011	10	2023
Gandy Push Roller	9330		2005	10	Not Replacing

**APPENDIX A**  
**Golf Fleet Inventory**

Equipment	Equip #	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
<b>Rough</b>					
Toro 21" Mower	7350	\$470	2019	5	Replace as needed-operations
Toro 21" Mower	7351	\$465	2017	5	Replace as needed-operations
<b>Rough/Bank Mower</b>					
Toro Groundsmaster 7200	7530	\$19,382	2018	15	2034
Toro Groundsmaster 4700-D	7540		2009	15	2026
Toro Groundsmaster 4500-D	7560		2013	15	2030
Toro Sidewinder 3500-D	7700		2016	15	2033
Toro Reelmaster 3100-D	7710		2010	15	2027
Toro Sidewinder 3500-D	7720		2014	15	2031
Toro Sidewinder 3500-D	7730		2007	15	2024
<b>Small Utility Trailer</b>					
John Deere 22B WWBGM Trailer	8590		1996	20	Replace as needed-operations
Broyhill Silhouette II Trailer	8600		1996	20	Replace as needed-operations
Broyhill Silhouette II Trailer	8610		1996	20	Replace as needed-operations
Broyhill Silhouette I Trailer	8620		1996	20	Replace as needed-operations
Homemade Trailer	8630		1996	20	Replace as needed-operations
<b>Snow Thrower</b>					
Toro Power Clear 621ZR Snow Thrower	8890		2011	10	Replace as needed-operations
<b>Sod Cutter</b>					
Ryan Jr. Sod Cutter	7680		2004	15	Replace as needed-operations
<b>Spreader/Sprayer</b>					
Turfco Triwave	6190		2008	15	2025
Toro Multipro 5800-G 300 gal. Sprayer	8150		2016	7	2025
Toro Multipro 5800G	8160	\$49,688	2017	8	2026
Lesco 50 gal. Sprayer	9340		2009	10	Replace as needed-operations
Vicon Spreader	8170		2005	20	2027
<b>String Trimmer</b>					
Echo SRM266S	9411		2013	8	Replace as needed-operations
Echo SRM266S	9412		2013	8	Replace as needed-operations
2019 Stihl String Trimmer (FS111R)	9413	\$302	2019	8	Replace as needed-operations
Stihl Line Trimmer FS111R	9490	\$276	2017	8	Replace as needed-operations
Kawasaki KGT35A-A1 Trimmer	9500		2009	8	Replace as needed-operations
Kawasaki KGT35A-A1 Trimmer	9510		2009	8	Replace as needed-operations
Stihl FS111R Trimmer	9520	\$300	2019	8	Replace as needed-operations
Kawasaki KGT27A-A1 Trimmer	9560		2009	8	Replace as needed-operations
2018 Stihl String Trimmer (FS111R)	9570	\$295	2018	8	Replace as needed-operations
Kawasaki KGT27B-A1 Trimmer	9580		2009	8	Replace as needed-operations
Stihl Kombi	9590	\$495	2019	8	Replace as needed-operations
<b>Tiller</b>					
Honda Roto Tiller	9310		2014	15	Replace as needed-operations
<b>Trailer</b>					
18' Richland Trailer	8510		1999	25	2026
18' Trailer	8520		2011	25	2038
Provonost P-510 Dump Trailer	8530		1995	20	Replace as needed
Provonost P-516/3S Dump Trailer	8580		2008	20	Replace as needed
Toro Transpro Trailer	8540		2010	20	Replace as needed

**APPENDIX A**  
**Golf Fleet Inventory**

Equipment	Equip #	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
Toro Transpro Trailer	8550		2010	20	Replace as needed
Toro Transpro Trailer	8560		2011	20	Replace as needed
Toro Transpro Trailer	8570		2011	20	Replace as needed
<b>Trimmer</b>					
Kawasaki Hedge Trimmer	9420		2008	8	Replace as needed-operations
RedMax GZ23N16 Hedge Trimmer	9421		2013	8	Replace as needed-operations
RedMax SGCZ2460S Recipicator	9422		2016	8	Replace as needed-operations
RedMax SGCZ2460S Recipicator	9423		2016	8	Replace as needed-operations
Stihl FS240 Brush Cutter	9430		2015	8	Replace as needed-operations
<b>Trucks/Tractors</b>					
John Deere 1070 Tractor	7380		1999	20	Evaluate 2021
John Deere 4520 Tractor	8010		2010	20	2032
Bobcat S-250 Skid Steer	8020		2004	15	Evaluate 2021
Ditch Witch 2310	8500		1987	20	Replace as needed
<b>Utility Vehicles</b>					
Club Car Carryall 500	6300	\$8,698	2018	15	2034
John Deere TX Turf Gator	6310		2013	15	2030
Cushman Truckster	6320		2001	15	Evaluate annually
John Deere Turf Gator	6330		2007	15	2024
Toro Workman HDX	6340	\$22,282	2017	15	2024
John Deere Turf Gator	6350		2005	15	2023
John Deere Turf Gator	6360		2006	15	2023
John Deere Turf Gator	6370		2006	15	2023
John Deere Electric Gator	6380		2011	8	Evaluate 2021
John Deere Turf Gator	6390		2007	15	2024
John Deere TX Turf Gator	6400		2013	15	2030
Clubcar Precedent-Electric	6420		2011	10	2023
Toro Workman 2110	6430		2006	15	2023
Toro Workman 2110	6440		2006	15	2023
John Deere Electric Gator	6450		2011	8	Evaluate 2021
Club Car Electric CarryAll II	6460		2011	8	Evaluate 2021
John Deere TX Turf Gator	6470		2013	15	2030
John Deere TX Turf Gator	6490		2013	15	2030
John Deere TX Turf Gator	6500		2013	15	2030
Toro Workman 3200	6510		2006	15	2023
Club Car Turf I Carryall	6530		2000	15	Evaluate annually
John Deere Turf Gator	6560		2008	15	2025
John Deere Turf Gator	6570		2009	15	2026
Club Car Carryall 500	6580	\$8,698	2018	15	2034
Yamaha - Beverage Cart	6595		2007	15	2024
Club Car Turf II	6600		2010	15	2027
Driving Range Picker	6601		2015	10	2027
Club Car Carryall 500	6610	\$8,698	2018	15	2034

**APPENDIX B  
Parks Fleet Inventory**

Equipment	Equip #	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
<b>Aerating Equipment</b>					
John Deere Aercore 1500	4230		2006	20	2021
2013 Aero Vator	4700		2013	15	2029
2013 Seeder Attachment to Aero Vator	4705		2013	15	2029
2001 Landpride 48" Overseeder	4800		2001	15	Evaluate annually
<b>Air Compressor</b>					
2004 Ingersoll Rand 185CFM Air Compressor	5080		2010	20	2031
<b>Auger</b>					
1993 Ground Hog 2-Man Auger	4150		1993	25	Replace as needed-operations
<b>Ball Field Groomer</b>					
1996 Bannerman D/M Dresser	4660		1996	25	Not Replacing
2010 Synthetic Turf Field Groom All	4690		2010	10	Evaluate annually
2013 Gravely Base Runner	4890	\$13,615	2013	12	2027
2016 ABI Force	4920	\$16,180	2016	12	2030
2015 ABI Force	4922	\$13,615	2015	12	2029
<b>Blower</b>					
2009 Echo PB-500 Backpack Blower	5301		2009	8	Replace as needed-operations
2010 Kawasaki KRB750A Backpack Blower	5302		2010	8	Replace as needed-operations
2010 Kawasaki KRB750A Backpack Blower	5303		2010	8	Replace as needed-operations
2012 Kawasaki KRB750A Backpack Blower	5304	\$390	2012	8	Replace as needed-operations
2014 Kawasaki KRB750B Backpack Blower	5305	\$408	2014	8	Replace as needed-operations
2015 Stihl BR600 Backpack Blower	5306	\$360	2015	8	Replace as needed-operations
2010 Kawasaki KRB750A Backpack Blower	5307		2010	8	Replace as needed-operations
2015 Stihl BR600 Backpack Blower	5308	\$360	2015	8	Replace as needed-operations
2017 Stihl BR600 Backpack Blower	5309	\$360	2017	8	Replace as needed-operations
2009 Stihl BR500 Backpack Blower	5310		2009	8	Replace as needed-operations
2017 Stihl BR600 Backpack Blower	5311	\$360	2017	8	Replace as needed-operations
2015 Stihl BR600 Backpack Blower	5312	\$360	2015	8	Replace as needed-operations
1998 Little Wonder Walk Blower	5325		1998	8	Replace as needed-operations
2001 Giant Blo Walk Blower	5327		2001	8	Replace as needed-operations
2001 Little Wonder Walk Blower	5328		2001	8	Not Replacing
1993 Giant Vac Walk Blower	5329		1993	8	Not Replacing
2017 Buffalo Turbine Tow Blower	5313	\$6,666	2017	8	Replace as needed-operations
2019 Stihl Vacuum/Shredder	5314	\$225	2019	8	Replace as needed-operations
<b>Chainsaw</b>					
2011 Stihl MS441 Chainsaw	4730		2011	15	Replace as needed-operations
2015 Stihl MS251 Chainsaw	4750	\$261	2015	15	Replace as needed-operations
2011 Stihl MS260 Chainsaw	4760		2011	15	Replace as needed-operations
2009 Husqvarna 14" Topper Chainsaw	4771		2009	15	Replace as needed-operations
2018 Stihl HT-133 Pole Chainsaw	4780	\$490	2018	15	Replace as needed-operations
1997 Stihl MS250 Chainsaw	4791		1997	15	Replace as needed-operations
<b>Edger</b>					
2014 Little Wonder Bed Edger	4460	\$560	2014	5	Replace as needed-operations
2010 Bed Edger	4461		2010	5	Replace as needed-operations
2014 Little Wonder Bed Edger	4462	\$560	2014	5	Replace as needed-operations
2010 McLane Edger	4463		2010	15	Replace as needed-operations
<b>Fork Lift</b>					
2010 Toyota 5,000# Fork Lift	5210	\$18,900	2010	20	2032

**APPENDIX B**  
**Parks Fleet Inventory**

Equipment	Equip #	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
<b>Generator</b>					
2015 Briggs & Stratton 5000 Watt Generator	4270	\$725	2015	15	Replace as needed-operations
2008 Honda EU1000I Generator	4271		2008	20	Replace as needed-operations
2009 Briggs & Stratton 5000 Watt Generator	4272		2009	20	Replace as needed-operations
2008 Honda EB5000X Generator	4273		2008	20	Replace as needed-operations
<b>Ice Resurfacer</b>					
1998 Olympian Ice Resurfacer	4020		1998	20	2026
2013 Olympian Ice Resurfacer	4010		2013	20	2034
<b>Line Painter</b>					
2014 Graco Field Laser S100	4850	\$1,995	2014	8	Replace as needed-operations
2017 Graco LineLazer Painter	4860	\$3,850	2017	8	Replace as needed-operations
2014 Graco Field Laser S100	4870	\$1,995	2014	8	Replace as needed-operations
<b>Man Lift</b>					
SkyJack SJ-III-4632	4880	\$19,000	2018	25	2034
<b>Miscellaneous</b>					
1970 MG Cement Mixer	4180		1979	20	Not Replacing
Wacker Stake Pounder	4581		2010	15	Replace as needed-operations
2010 Bobcat SG60 Stump Grinder Attachment	5051		2010	25	Replace as needed-operations
2019 Wacker Tamper/Compactor	4580	\$1,785	2019	20	Replace as needed-operations
2007 Stihl TS700 Concrete Saw	4740		2007	12	Replace as needed-operations
2008 RedMax Recipicator	4551		2008	8	Replace as needed-operations
2001 Belson Tow Behind Grill	2100		2001	20	Replace as needed-operations
<b>Pressure Washer</b>					
2016 Hotsy Pressure Washer - Wash Bay	4320	\$8,645	2016	15	2033
1989 Mi-T-M Pressure Washer (Pools)	4655		1989	15	Replace as needed-operations
2010 K-Bar Mobile Pressure Washer/Trailer	5090		2010	15	2027
<b>Roller</b>					
1991 Brutus AR5 Roller	4470		1991	25	Evaluate annually
1976 Layton 3 Ton Roller	4560		1976	15	Not Replacing
<b>Rough Mower</b>					
2006 Toro Groundmaster 4500-D	4031		2006	20	2027
2016 Toro 40" Grandstand Mower	4510	\$6,875	2016	10	2027
2015 Toro 21" Trim Mower	4511	\$1,055	2015	5	Replace as needed-operations
2002 Kubota KA424 60" Zero Turn Mower	4670	\$5,500	2002	15	2021
2017 Bobcat Walk Mower 36" Hydro	4680	\$4,853	2017	15	2034
2015 Befco Hurricane Flail Mower	4695	\$3,100	2015	15	2032
2017 Land Pride 11' Tow Behind Rotary Mower	4685	\$13,355	2016	15	2033
2001 Bushhog 11' Mulcher	4790		2001	15	Not Replacing
<b>Snow Removal</b>					
2008 Toro Power Clear Snow Thrower	4930		2008	10	Replace as needed-operations
2008 Toro Power Clear Snow Thrower (SC)	4931		2008	10	Replace as needed-operations
2019 Toro Power Clear 721QZE Snow Thrower	4932	\$583	2029	10	Replace as needed-operations
2004 Toro CCR2450 Snow Thrower	4933		2004	10	Replace as needed-operations
2008 Toro 828LXE Snow Thrower	4934		2008	10	Replace as needed-operations
2011 Toro 10280XE Snow Thrower	4935	\$1,325	2011	10	Replace as needed-operations
2008 Toro Power Clear Snow Thrower	4940		2008	10	Replace as needed-operations
2008 Toro 1028LXE Snow Thrower	4950		2008	10	Replace as needed-operations
2015 Toro Power Clear 721QZR Snow Thrower	4960	\$535	2015	10	Replace as needed-operations



**APPENDIX B**  
**Parks Fleet Inventory**

Equipment	Equip #	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
2015 Toro Power Clear 721QZR Snow Thrower	4970	\$535	2015	10	Replace as needed-operations
2015 Toro Power Clear 721QZR Snow Thrower	4980	\$535	2015	10	Replace as needed-operations
2015 Toro Power Max 1028HXE Snow Thrower	4985	\$1,420	2015	10	Replace as needed-operations
2015 Toro Power Max 1028HXE Snow Thrower	4990	\$1,420	2015	10	Replace as needed-operations
2001 Bobcat Snow Thrower Attachment	5052		2001	25	Replace as needed-operations
2009 Bobcat 60" Angle Broom Attachment	5055		2009	25	2035
2015 Kubota V Plow for Asset #5251	5252	\$2,730	2015	8	Replace as needed-operations
2015 Kubota 60" Brush for Asset #5251	5253	\$3,549	2015	8	Replace as needed-operations
<b>Sod Cutter</b>					
1984 Ryan Sod Cutter	4464		1984	25	Not Replacing
2000 Ryan Sod Cutter	4465		2000	25	Replace as needed-operations
<b>Sprayer</b>					
2007 Toro Multi Pro 5700-D Sprayer	4310		2007	15	2024
2018 Broadcast Liquid Sprayer	4606	\$470	2018	8	Replace as needed-operations
<b>Spreader</b>					
Gandy Drop Spreader	4600		2010	15	Replace as needed-operations
Round Earthway 100# Spreader S.S.	4601		2012	10	Replace as needed-operations
Square Earthway 50# Spreader S.S.	4602		2012	10	Replace as needed-operations
Snow Ex SD-95 Drop Spreader	4603	\$715	2014	10	Replace as needed-operations
6 Gallon Push Liquid Spreader	4604	\$840	2014	8	Replace as needed-operations
Chapin 80# Salt Spreader (Total 6 )	4605		2014	5	Replace as needed-operations
SnowEx SP-6000 1 Cubic Yard Salt Spreader	5053		2012	25	2038
Saltydog 92420SSA Truck Mounted Salt Spreader	5057		2012	20	2033
2016 Lely Spreader 3 Point Hitch	5200	\$3,595	2016	15	2032
2015 Snow Ex Drop Spreader for Asset #5251	5254	\$2,465	2015	8	2024
<b>Tiller</b>					
1972 Howard 3-Pt Roto Tiller	4220		1972	20	Not Replacing
2019 Troy Built Roto Tiller	4450	\$2,345	2019	20	Replace as needed-operations
2010 Stihl MM 55 Tiller	4611	\$359	2010	10	Replace as needed-operations
<b>Tractor</b>					
1997 Kubota M5400 Tractor	5010		1997	25	2024
2002 Kubota M5700 Tractor	5020		2002	25	2029
2010 Case 580SM Combo Tractor Backhoe	5030		2010	25	2037
2008 Kubota M7040HDC Tractor Loader	5040		2008	25	2035
2001 Bobcat 773 Skidsteer	5050		2001	25	2028
2001 Bobcat 60" Bucket Attachment	5056		2001	25	2028
1996 Kubota B2100 Tractor	5222		1996	20	2021
<b>Trailer</b>					
Special Events Trailer (Snow Fence Trailer)	5150		1971	30	Not Replacing
2010 Towmaster T-10 Tilt Trailer	5160		2010	20	2031
2015 Bravo Enclosed Trailer	5180	\$6,871	2015	20	2036
2007 Big Tex 20' Utility Trailer	5230		2007	20	2028
2008 Haulmark Enclosed Trailer	5240		2008	20	2029
1990 Giant Vac Trailer Vac	4440		1990	25	Not Replacing
<b>Trash Pump</b>					
2015 Koshin 3" Trash Pump	4350	\$1,481	2015	15	Replace as needed-operations
Echo WP1000 Trash Pump	4365	\$407	2010	8	Replace as needed-operations
2017 Koshin 3-inch Trash Pump	4380	\$1,419	2017	15	Replace as needed-operations
2017 Koshin 2-inch Trash Pump	4480	\$1,173	2017	15	Replace as needed-operations
2012 Porta Pump	4535	\$230	2012	8	Replace as needed-operations

**APPENDIX B**  
**Parks Fleet Inventory**

Equipment	Equip #	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
<b>Trimmer</b>					
1999 Stihl FS450K Brush Cutter	4160		1999	25	Replace as needed-operations
2017 RedMax Recipicator	4550	\$590	2017	8	Replace as needed-operations
2014 Kawasaki Hedge Trimmer	4900	\$300	2014	8	Replace as needed-operations
2010 Kawasaki KHT750S Hedge Trimmer	4901		2010	8	Replace as needed-operations
2012 Echo Shaft Hedge Trimmer	4902	\$420	2012	8	Replace as needed-operations
2012 Kawasaki KGT27C-4A Trimmer	5400	\$230	2012	8	Replace as needed-operations
2012 Kawasaki KGT27C-4A Trimmer	5401	\$230	2012	8	Replace as needed-operations
2010 Kawasaki Trimmer	5402		2010	8	Replace as needed-operations
2010 Kawasaki Trimmer	5403		2010	8	Replace as needed-operations
2012 Kawasaki KGT27C-4A Trimmer	5404	\$230	2012	8	Replace as needed-operations
2009 Stihl FS110 Trimmer	5405		2009	8	Replace as needed-operations
2009 Stihl FS110R Trimmer	5406		2009	8	Replace as needed-operations
<b>Utility Cart</b>					
1995 Club Car	4040		1995	25	Evaluate annually
2012 Toro Workman MD (used 2015)	4045	\$6,000	2012	25	2039
2015 Kubota RTV X1100C	5251	\$32,630	2015	8	2025
<b>Vehicle</b>					
2012 Ford Edge	1010	\$18,980	2012	20	2034
2007 Chevy 1500	2020	\$9,546	2007	20	2029
2010 Ford Transit	2030	\$14,900	2010	20	2032
2010 Ford Transit	2040	\$14,900	2010	20	2032
2010 Ford Transit	3010	\$16,700	2010	20	2032
2009 GMC 2500 4x4 Pick Up Truck	3020	\$18,812	2009	15	2026
2008 GMC 2500 4x4 Utility Body	3030	\$18,200	2008	15	2025
2005 GMC 2500 Lift Gate Pick Up Truck	3040	\$10,865	2005	20	2027
2005 Chevy 2500 Pick Up Truck	3050	\$11,396	2005	20	2027
2012 Ford F250 Super Duty 4x4 Utility Body	3060	\$35,670	2012	15	2028
2013 Ford Transit	3070	\$17,576	2013	20	2035
2001 Ford F550 Bucket Truck	3080		2001	20	2023
2010 GMC 2500 4x4 Utility Body	3090	\$27,875	2010	15	2027
2010 Ford Transit	3100	\$14,900	2010	20	2032
2006 GMC C6500 Dump Truck	3110	\$44,214	2006	20	2028
2011 Ford F450 4x4 Dump Truck	3120	\$59,599	2011	15	2028
2007 Chevy Express 3500 Cube Van	3130	\$20,591	2007	20	2029
2003 Chevy 4500 Dump Truck	3140		2003	20	2025
2009 Chevy 2500 Pick Up Truck	3150	\$22,000	2009	20	2031
2014 GMC 3500 4x4 Pick Up Truck	3180	\$21,914	2014	15	2031
2010 Toyota Prius	3190		2010	20	2032
2000 GMC 1500 Pick Up Truck	3200	\$12,031	2000	20	Evaluate annually
2008 GMC 2500 Crew Cab Pick Up Truck	3210	\$16,830	2008	20	2030
2009 Chevy 2500 Lift Gate Pick Up Truck	3220	\$16,500	2009	20	2031
2001 GMC 1500 Pick Up Truck	3230	\$15,755	2001	20	2021
2015 GMC 1500 Pick Up Truck	3240	\$19,278	2015	20	2037
2008 Chevy 2500 Crew Cab Pick Up Truck	3250	\$20,064	2008	20	2030
2012 Ford F250 Super Duty 4x4 Pick Up Truck	6020	\$31,579	2012	15	2029
2008 Chevy 2500 4x4 Lift Gate Pick Up Truck	6030	\$21,384	2008	15	2025
<b>Watering Equipment</b>					
2014 Kifco E-110 Water Canon	4171	\$4,031	2014	10	2025
2008 Honda WH20X Trash Pump - Water Truck	4360		2008	15	2024
2013 925 Gallon Water Tank	5054		2013	25	2039
2011 Kifco T-200 Water Canon	4170	\$10,284	2011	10	2023
<b>Wood Chipper</b>					
2010 Morbark M-15R Chipper	5070	\$37,699	2010	20	2032

**APPENDIX C**  
**Playground Inventory**

Site	Original Cost	Current Installation	Average Life Cycle	Date of Anticipated Replacement*	Anticipated Cost of Replacement	Manufacturer
Cedar Lane Tot Lot	\$115,000	2004	15-25 years	2024	\$238,500	Park Structures
Countryside Park	\$114,500	2001	15-25 years	2026	\$335,000	Miracle
Crestwood Park	\$170,000	2013	15-25 years	2034	\$335,000	Landscape Structures
Floral Park	\$160,000	2010	15-25 years	2036	\$350,500	Landscape Structures
Greenfield Park	\$105,000	2003	15-25 years	2029	\$211,500	Miracle
Greenview Park	\$118,000	2007	15-25 years	2032	\$215,000	Landscape Structures
Indian Ridge Park	\$285,000	2010	15-25 years	2035	\$353,500	Landscape Structures
Meadow Road Tot Lot	\$155,000	2009	15-25 years	2027	\$136,500	Little Tykes
Meadowhill Park	Unknown	1996	15-25 years	2022	\$195,000	Landscape Structures
Oaklane Park	\$126,700	1999	15-25 years	2022	\$235,000	Miracle
Salceda North Park	\$170,000	2008	15-25 years	2033	\$237,000	Landscape Structures
Stonegate Park	\$155,000	1999	15-25 years	2023	\$275,500	Landscape Structures
Techny Prairie Park and Fields	\$124,000	2006	15-25 years	2030	\$333,500	Landscape Structures
Village Green Park	\$256,000	2003	15-25 years	2024	\$553,000	Miracle
Wescott Park**	\$210,000	2005	15-25 years	2021	\$75,000	Little Tykes
West Park	\$153,000	2005	15-25 years	2031	\$330,500	Landscape Structures
Williamsburg Square Park	\$124,000	1999	15-25 years	2025	\$273,500	Landscape Structures
Woods Oaks Green Park	\$275,000	2008	15-25 years	2028	\$362,500	Little Tykes
*Date of anticipated replacement is based on various factors including age, condition, usage, etc.						
**Partnership with School District 30. Replacement based on intergovernmental agreement. Park District to provide labor.						

# APPENDIX D

## Hard Court/Surface Inventory Basketball/Bocce/Tennis/Velodrome

Site	Original Cost	Current Installation	Life Cycle	Date of Anticipated Replacement
<b>Basketball</b>				
Cedar Lane Tot Lot		2004	20	2021
Countryside Park		2001	20	2023
Floral Park		2010	20	2031
Greenfield Park		2003	20	2023
Greenview Park		2007	20	2028
Indian Ridge Park		pre-1996	20	2023*
Meadow Road Tot Lot		2009	20	2030
Meadowhill Park		1994	20	Per Master Plan
Williamsburg Park		1992	20	2023*
<b>Bocce</b>				
Indian Ridge Park		2016	30	2048
<b>Hockey/In-Line Skating</b>				
Meadowhill Park		2015	20	Per Master Plan
<b>Tennis</b>				
Crestwood Park		2013	20	2034
Oaklane Park		Pre-1999	20	2022
Stonegate Park (Pickleball)		2019	20	2040
West Park		2009	20	2030
Williamsburg Park		1992	20	2023*
Wood Oaks Green Park		2016	20	2037
Wood Oaks Green Park (Practice Court)	Concrete	Pre-1999	20	2037
<b>Velodrome</b>				
Bike Track		2004	20	2025

\* Evaluate asphalt for potential grind

Recommended maintenance after a new 3" asphalt lift/new court installed:

1st year - New asphalt

4th year - Clean court, fill cracks

7th year - Clean court, fill cracks

9th year - Color coat, 100' of Armor patch

11th year - Clean court, fill cracks

15th year - Clean court, fill cracks

17th year - Color coat, 200' of Armor patch

20th year - New asphalt

## APPENDIX E

### Lighting Systems Inventory Parking Lots/Pathways/Sportsfields

Lifecycle Recommendations:    Ballfield Metal Poles = 40 years    Wooden Poles = 50 years    Concrete Poles= 40 years    Fixtures = 25 years    LED = 35 years				
Site	Original Cost	Current Installation	Life Cycle	Date of Anticipated Replacement
<b>Academy Drive</b>		Poles/Fixtures	Poles/Fixtures	Poles/Fixtures
Parking Lot - LED		2012/2012	40/35	2052/2047
Bollards	\$960	2010/2010	25/25	Evaluate 2026
<b>Countryside Park</b>				
Security Light		1955/1955	40/25	Evaluate 2021
<b>Greenfield Park</b>				
Security Light		1965/2012	40/25	2052/2037
<b>Greenview Park</b>				
Security Light (on shelter)		2012	25	2037
<b>Leisure Center</b>				
Parking Lot		1994	40/25	2035/2022
<b>Meadowhill Park</b>				
Parking Lot	\$28,112 (fixtures only)	1998/2017	40/25	2039/2043
Meadowhill Aquatic Center Pool Deck		1998/1988	40/25	2039/2024
Velodrome		2005/2005	40/25	2046/2031
Soccer Field		2005/2005	40/25	2046/2031
Basketball Court		1960/1960	40/25	Per Master Plan
Hockey Rink		1960/1960	40/25	Per Master Plan
Ball Field #2 (fixtures only)		1993	25	Per Master Plan
<b>Northbrook Sports Center</b>				
Pool Deck		2017	25	2043
Bollards & Flag Pole Lights - LED	\$39,986	2015/2015	40/35	2056/2051
North & East Parking Lot - LED (P15-P22)	\$14,581	1999/2015	40/35	2040/2051
South & West Parking Lot - LED (P1-P14)	\$10,726	1999/2015	40/35	2040/2051
<b>Sportsman's Country Club</b>				
Driving Range (Fixtures Only)		2010	25	2036
Golf Course Parking Lot		2021	40/25	2061/2046
Golf Maintenance Parking Lot		2006/2006	40/25	2047/2032
<b>Stonegate Park</b>				
Parking Lot		1999/1999	40/25	2041/2026
Bollards		1999/1999	40/25	2041/2026
<b>Techny Prairie Activity Center</b>				
Bollards/Exterior Building		2020/2020	40/25	2060/2045
Parking Lot		2020/2020	40/25	2060/2045
<b>Techny Prairie Park &amp; Fields</b>				
Soccer Field/Sports Turf		2006/2006	40/25	2047/2032
Skate Park		2006/2006	40/25	2047/2032
Batting Cages		2006/2006	40/25	2047/2032
North Parking Lot		2006/2006	40/25	2047/2032
Bollards/Basin Pathway		2000/2000	40/25	2041/2026
South Parking Lot		1994/1994	40/25	2035/2024
Sled Hill		1994/1994	40/25	2035/2024
Ball Field #26		2006/2006	40/25	2047/2032
Ball Field #27		1994/1994	40/25	2035/2024
Ball Field #28		1994/1994	40/25	2035/2024
Ball Field #29		1994/1994	40/25	2035/2024
<b>Tower Rink</b>				
Sports Field	\$53,975	2009/2009	50/25	2060/2035
<b>Village Green Park</b>				
Ball Field #1		1999/1999	40/25	2040/2025
Parking Lot		1995/1995	40/25	2038/2023
Pathway		1995/1995	40/25	2037/2023
Centennial Fountain		2012	25	2027
<b>Wood Oaks Green Park</b>				
Parking Lot - LED		1998/2016	40/35	2039/2052
Pathway - LED		1998/2016	40/35	2039/2052
Bollards		1998/1998	40/25	2039/2024

## APPENDIX E

### Lighting Systems Inventory Parking Lots/Pathways/Sportsfields

Lifecycle Recommendations:    Ballfield Metal Poles = 40 years    Wooden Poles = 50 years    Concrete Poles= 40 years    Fixtures = 25 years    LED = 35 years				
Site	Original Cost	Current Installation	Life Cycle	Date of Anticipated Replacement
<b>Academy Drive</b>		Poles/Fixtures	Poles/Fixtures	Poles/Fixtures
Parking Lot - LED		2012/2012	40/35	2052/2047
Bollards	\$960	2010/2010	25/25	Evaluate 2026
<b>Countryside Park</b>				
Security Light		1955/1955	40/25	Evaluate 2021
<b>Greenfield Park</b>				
Security Light		1965/2012	40/25	2052/2037
<b>Greenview Park</b>				
Security Light (on shelter)		2012	25	2037
<b>Leisure Center</b>				
Parking Lot		1994	40/25	2035/2022
<b>Meadowhill Park</b>				
Parking Lot	\$28,112 (fixtures only)	1998/2017	40/25	2039/2043
Meadowhill Aquatic Center Pool Deck		1998/1988	40/25	2039/2024
Velodrome		2005/2005	40/25	2046/2031
Soccer Field		2005/2005	40/25	2046/2031
Basketball Court		1960/1960	40/25	Per Master Plan
Hockey Rink		1960/1960	40/25	Per Master Plan
Ball Field #2 (fixtures only)		1993	25	Per Master Plan
<b>Northbrook Sports Center</b>				
Pool Deck		2017	25	2043
Bollards & Flag Pole Lights - LED	\$39,986	2015/2015	40/35	2056/2051
North & East Parking Lot - LED (P15-P22)	\$14,581	1999/2015	40/35	2040/2051
South & West Parking Lot - LED (P1-P14)	\$10,726	1999/2015	40/35	2040/2051
<b>Sportsman's Country Club</b>				
Driving Range (Fixtures Only)		2010	25	2036
Golf Course Parking Lot		2021	40/25	2061/2046
Golf Maintenance Parking Lot		2006/2006	40/25	2047/2032
<b>Stonegate Park</b>				
Parking Lot		1999/1999	40/25	2041/2026
Bollards		1999/1999	40/25	2041/2026
<b>Techny Prairie Activity Center</b>				
Bollards/Exterior Building		2020/2020	40/25	2060/2045
Parking Lot		2020/2020	40/25	2060/2045
<b>Techny Prairie Park &amp; Fields</b>				
Soccer Field/Sports Turf		2006/2006	40/25	2047/2032
Skate Park		2006/2006	40/25	2047/2032
Batting Cages		2006/2006	40/25	2047/2032
North Parking Lot		2006/2006	40/25	2047/2032
Bollards/Basin Pathway		2000/2000	40/25	2041/2026
South Parking Lot		1994/1994	40/25	2035/2024
Sled Hill		1994/1994	40/25	2035/2024
Ball Field #26		2006/2006	40/25	2047/2032
Ball Field #27		1994/1994	40/25	2035/2024
Ball Field #28		1994/1994	40/25	2035/2024
Ball Field #29		1994/1994	40/25	2035/2024
<b>Tower Rink</b>				
Sports Field	\$53,975	2009/2009	50/25	2060/2035
<b>Village Green Park</b>				
Ball Field #1		1999/1999	40/25	2040/2025
Parking Lot		1995/1995	40/25	2038/2023
Pathway		1995/1995	40/25	2037/2023
Centennial Fountain		2012	25	2027
<b>Wood Oaks Green Park</b>				
Parking Lot - LED		1998/2016	40/35	2039/2052
Pathway - LED		1998/2016	40/35	2039/2052
Bollards		1998/1998	40/25	2039/2024

## APPENDIX F

### Heating, Ventilation, Air Conditioning and Refrigeration Inventory Life Cycle Recommendations by American Society of Heating, Refrigerating and Air-Conditioning Engineers

Site	Original Cost	Current Installation	Life Cycle	Date of Anticipated Replacement
<b>Academy Drive</b>				
A/C Roof Top Unit	\$98,706	2016	15	2032
A/C Computer Server Room		2011	15	2027
Roof Top Unit for Vehicle Bay #1		1994	15	Replace as needed
Roof Top Unit for Vehicle Bay #2		1994	15	Replace as needed
Boiler #1 (Cast Iron)		1994	35	2030
Boiler #2 (Cast Iron)		1994	35	2030
Boiler Circulation Pumps (3)		1994	20	Replace as needed
In-Floor Heat for Wash Bay	Repaired Valve	2017		Repair as needed
Ice Machine		2014	20	2035
Overhead Reznor Heaters (26)		1994	21	Replace as needed
Emergency Generator		1999	20	2022
<b>Leisure Center</b>				
A/C Unit-Basement		2012	15	2028
Rooftop Unit #1		2012	15	2028
Rooftop Unit #2		2012	15	2028
Rooftop Unit #3		2012	15	2028
Rooftop Unit #4		2012	15	2028
Rooftop Unit #5		2012	15	2028
Rooftop Unit #6		2012	15	2028
Rooftop Unit #8		2012	15	2028
Rooftop Unit #9		2012	15	2028
Make Up Air Unit #1		2012	15	2028
Electric Heater		2012	15	2028
Boiler #1 (Cast Iron)		2012	35	2048
Boiler #2 (Cast Iron)		2012	35	2048
Boiler Pump & Motor #1		2012	10	Evaluate in 2023
Boiler Pump & Motor #2		2012	10	Evaluate in 2023
Circulating Pump & Motor #3		2012	10	Evaluate in 2023
Circulating Pump & Motor #4		2012	10	Evaluate in 2023
VFD Pump #3		2012	15	Evaluate in 2028
VFD Pump #4		2012	15	Evaluate in 2028
Water Heater		2009	11	2023
Water Heater Pump & Motor		2009	11	2023
Fan Control Unit #1		1990	20	Replace as needed
Fan Control Unit #2		1990	20	Replace as needed
Fan Control Unit #3		1990	20	Replace as needed
Fan Control Unit #4		1990	20	Replace as needed
Fan Control Unit #5		1990	20	Replace as needed
Fan Control Unit #6		1990	20	Replace as needed
Fan Control Unit #7		1990	20	Replace as needed
Fan Control Unit #8		1990	20	Replace as needed
Fan Control Unit #19		1990	20	Replace as needed
Fan Control Unit #20		1990	20	Replace as needed
Fan Control Unit #21		1990	20	Replace as needed
Emergency Generator		1994	20	2021
1 Door Freezer-Kitchen		Pre-1999	15	Replace as needed
2 Door Refrigerator-Kitchen		Pre-1999	11	Replace as needed
Freezer/Refrigerator-Kitchen		2015	11	2027
Ice Machine-Kitchen		2012	20	2033
Freezer/Refrigerator-Staff Lounge		Pre-1999	11	Replace as needed
Refrigerator-Theatre Concessions		Pre-1999	11	Replace as needed

## APPENDIX F

### Heating, Ventilation, Air Conditioning and Refrigeration Inventory

Life Cycle Recommendations by  
American Society of Heating, Refrigerating and Air-Conditioning Engineers

Site	Original Cost	Current Installation	Life Cycle	Date of Anticipated Replacement
<b>Meadowhill Aquatic Center</b>				
A/C Fan Coil-Concessions		2015	15	2031
A/C Condenser-Concessions		2015	15	2031
Ice Machine-Concessions		2015	20	2036
Freezer-Double Door		Pre-1999	15	Replace as needed
Pool Heater-Lap/Dive Well		2004	15	2021
Pool Heater-Children's Pool		2004	15	2021
Pool Heater-Slide Splash Pool		2004	15	2021
Furnace-East Storage		2006	18	2025
Furnace-Water Heater Room		2006	18	2025
Hot Water Heater #1		2010	20	2031
Hot Water Heater #2		2010	20	2031
Hot Water Heater #3		2011	20	2032
Hot Water Heater #4		2011	20	2032
Overhead Reznor Heater-Filter Room		2008	21	2030
Overhead Reznor Heater-East Storage		2008	21	2030
<b>Northbrook Sports Center</b>				
Dehumidifier #1 - A Rink		1999/2018-refurb	18-20 or 10 for refurb	2028
Dehumidifier #2 - B Rink		1999/2018-refurb	18-20 or 10 for refurb	2028
Rooftop Unit #1	\$47,565	2018	15	2034
Rooftop Unit #2	w/RTU1	2018	15	2034
Rooftop Unit #3	\$27,700	2016	15	2032
Rooftop Unit #4		1999	15	2021*
Rooftop Unit #5		1999	15	2021*
Rooftop Unit #6	\$32,000	2016	15	2032
Rooftop Unit #7		1999	15	2021*
Rooftop Unit #8		1999	15	2021*
Rooftop Unit #9		1999	15	2021*
Rooftop Unit #10	\$18,495	2017	15	2033
Rooftop Unit #11	\$16,965	2012	15	2029
Make Up Air Unit #2		1999	15	2021*
Make Up Air Unit #3		1999	15	2021*
Emergency Generator		1999	20	2021*
<b>A-Rink</b>				
Make Up Air Unit #1		1999	15	2021*
Wall Unit Heater #1		Pre-1999	13	Replace as needed
Wall Unit Heater #2		Pre-1999	13	Replace as needed
Heating Coil-Community Room		1999	15	Replace as needed
Circulating Pump #3	\$141,667	2017	20	2038
Circulating Pump #4	With above	2017	20	2038
Boiler #1 (Water-tube)	With above	2017	24	2042
Boiler #2 (Water-tube)	With above	2017	24	2042
Hot Water Storage Tanks (2) (w/Heat Exchanger)	With above	2017	24	2042
<b>B-Rink</b>				
Hot Water Heater #3 (Water-tube)	\$86,475	2016	24	2041
Hot Water Heater #4 (Water-tube)	With above	2016	24	2041
Hot Water Storage Tank #1	With above	2016	24	2041
Hot Water Storage Tank #2	With above	2016	24	2041
Circulation Pump #7	With above	2016	10	2027
Mark AirDoor		1999	21	Replace as needed



## APPENDIX F

### Heating, Ventilation, Air Conditioning and Refrigeration Inventory

Life Cycle Recommendations by  
American Society of Heating, Refrigerating and Air-Conditioning Engineers

Site	Original Cost	Current Installation	Life Cycle	Date of Anticipated Replacement
<b>Concessions</b>				
3-Door Refrigerator		Pre-1999	11	2022
2-Door Condiment Refrigerator		Pre-1999	11	Replace as needed
2-Door Freezer		Pre-1999	15	2022
Ice Machine		2014	20	2035
<b>Mechanical Room - Ice Equipment</b>				
Evaporative Condenser (Cooling Tower)		1999	20-25	2021*
Pump for Evaporative Condenser		1999	20-25	2021*
Compressor #1	Rebuilt 2020	1999	20 or 10 for rebuild	Rebuild in 2030
Compressor #2	Rebuilt 2018	1999	21 or 10 for rebuild	Rebuild in 2028
Compressor #3	Rebuilt 2019	2004	22 or 10 for rebuild	Rebuild in 2029
Compressor Motor #1	Rebuilt 2017	1999	23 or 10 for rebuild	2027
Compressor Motor #2		1999	20	2021
Compressor Motor #3		2017	20	2037
Sub-Floor Pump		1999	20	2021*
Snowmelt Pump		1999	20	2021*
Glycol Pump A		1999	20	2021*
Glycol Pump B		1999	20	2021*
Glycol Pump C		2004	20	2021*
Evaporator (Chiller)		1999	20	Replace as needed
Receiver		1999	20	Replace as needed
Variable Frequency Drive Controls		2014	20	2035
<b>Sports Center Pool</b>				
Boiler-Leisure Pool & Recirculation Pump		2017	15	2033
Boiler-Dive Pool & Recirculation Pump		2017	15	2033
<b>Sportsman's Country Club</b>				
<b>Clubhouse</b>				
HVAC - RTU		2021	15	2036
HVAC -Makeup Air Handler		2021	15	2036
Condensing Boiler		2021	35	2056
Walk-In Cooler		2021		Replace as needed
Walk-In Freezer		2021		Replace as needed
Worktop Freezer		2021	15	2036
Two Drawer Cooler Base		2021		Replace as needed
Ice Machine		2021	20	2041
5' Refrigerated Sandwich Table		2021	11	2032
Heated Holding Cabinet		2021	11	2032
Gas Grill		2021	11	2032
Range (Six Burner)		2021	11	2032
Dishwasher		2021	9	2030
Gas Fryer		2021		Replace as needed
Emergency Generator (re-used unit )	\$78,000	2016	20	2037
<b>Halfway House</b>				
Heater/AC w/Outside Condenser		2013	15	2029
Display Refrigerator		2000	11	Replace as needed
<b>Practice Range</b>				
Cabinet Unit Heaters (4)		2021	15	2036

## APPENDIX F

### Heating, Ventilation, Air Conditioning and Refrigeration Inventory

Life Cycle Recommendations by  
American Society of Heating, Refrigerating and Air-Conditioning Engineers

Site	Original Cost	Current Installation	Life Cycle	Date of Anticipated Replacement
<b>Maintenance Building</b>				
Gas Fired Burner		2006	21	2028
Gas Fired Burners (11)		2006	21	2028
Pump		2006	10	Replace as needed
Furnace		2006	18	2025
Condenser		2006	20	2027
Ice Machine		1990	20	Replace as needed
<b>Techny Prairie Activity Center</b>				
Rooftop Unit #1		2020	15	2035
Rooftop Unit #2		2020	15	2035
Rooftop Unit #3		2020	15	2035
Dedicated Outside Air Unit (DOAS)		2020	20	2040
Cabinet Unit Heaters (5)		2020	15	2035
Infrared Bulb Heaters		2020	20	2040
Condensing Unit		2020	15	2035
Natural Gas Humidifier		2020	15	2035
Electric Wall Heaters (3)		2020	15	2035
Duct Free Split System-Indoor		2020	15	2035
Duct Free Split System-Outdoor		2020	15	2035
<b>Techny Prairie Center</b>				
Heat Pump		2006	15	2022
<b>Techny Prairie Warming Shelter</b>				
Gas Furnace	\$3,000	2018	18	2037
<b>Village Green Center</b>				
Roof Top Heating & Cooling Unit		1999	15	2024 (with roof)
Roof Top Heating & Cooling Unit		1999	15	2024 (with roof)
Boiler (Water-tube)		2009	24	2034
Boiler Pumps (4)		2009	10	Evaluate 2021
Fan Coil Units		1999	20	Evaluate 2021
Emergency Generator	\$45,000	2016	20	2037
<b>Wood Oaks Tennis Building</b>				
Split-System Heat Pump w/Air Handler	\$6,337	2014	15	2030
*Denotes items included in 2021 Northbrook Sports Center Replacements Project.				

**APPENDIX G**  
**Roof Inventory**

Site	Original Cost	Current Installation	Life Cycle	Date of Anticipated Replacement
<b>EPDM - Rubber System</b>				
Joe Doud Administration Building		2007	20	2028
Leisure Center		2012	20	2033
Northbrook Sports Center		1999	20	2021
Village Green Center-Flat Area (replacement)		2018 sealer	5	2024
Village Green Center-Flat Area (replacement)		1998	25	2024
<b>PVC (Polyvinyl Chloride)</b>				
Sportsman's Country Club-Clubhouse		2020	25	2045
Sportsman's Country Club-Driving Range		2020	25	2045
<b>Shingle Roof</b>				
1605 Theatre Storage Garage		2008	25	2034
1605 Storage Garage		1980	25	none
Chalet		1965	25	2022
Coast Guard-IT/Restroom		2014	25	2040
Joe Doud Administration Building (Cold Storage)		1994	26	2028
Meadowhill Aquatic Center		1988	25	Evaluate 2021
Meadowhill Park #2 Dugouts		2007	25	2033
Sportsman's Country Club-Halfway House		1994	25	2030
Sportsman's Country Club-Golf Maintenance		2006	25	2032
Sportsman's Country Club-Restroom Buildings		2014	25	2040
Sportsman's Country Club-Chemical Storage		2018	25	2044
Sportsman's Country Club-Pumphouses		Pre-1999	25	2021
Techny Prairie Park & Fields-Batting Cage Hut		2006	25	2032
Techny Prairie Center		2006	25	2032
Techny Prairie Warming & Picnic Shelters		1994	25	Evaluate 2021
Village Green Center		1998	25	2024
Village Green Pavilion		2001	25	2027
West Park-Tennis Shed		2000	25	2026
Wood Oaks Green Park-Tennis Building		1986	25	2023
<b>Shingle Roof - Open Air Shelters</b>				
Greenview Park		2006	25	2032
Meadowhill Park-Playground		2020	25	2045
Stonegate Park		2020	25	2045
Techny Prairie Park & Fields-Ballfield		2006	25	2032
Techny Prairie Park & Fields-Bluegill Shelter		2006	25	2032
Techny Prairie Park & Fields-Playground		2006	25	2032
Techny Prairie Park & Fields-Skate Park		2006	25	2031
Village Green Park Gazebo (Cedar Shingles)		Pre-1999	30	Evaluate 2021
Sportsman's Country Club-On-Course Shelters		Pre-1999	25	2021 (in house)
<b>TPO (Thermoplastic Polyolefin)</b>				
Techny Prairie Activity Center		2020	25	2045
Anticipated life cycle is 20-30 years based on roof type. Actual replacement is based on field verification.				

# APPENDIX H

## Asphalt Parking Lot and Pathway Inventory

Site	Approx. SF	Original Installation	3rd Year Sealcoat	6th Year Sealcoat & Crackfill	9th Year Sealcoat & Crackfill	12th Year Sealcoat & Crackfill	15th Year 2" Grind & Replace	18th Year Sealcoat	21st Year Sealcoat 7 Crackfill	24th Year Sealcoat 7 Crackfill	27th Year Sealcoat & Crackfill	Date of Anticipated Replace/Install
1605												
Parking Lot	36,000	Pre-1994	*	*	*	*	Based on CMP					Based on CMP
545 Academy Drive												
Employee Parking Lot	20,185	1994	*	*	*	*	2011	2014	2019	2023	2026	2029
Maintenance Yard/Lot	17,917	1994	*	*	*	*	*	*	2019	2023	2026	2029
Coast Guard Park												
Parking Lot	16,836	2014	2018	2022	2025	2028	2031	2034	2037	2040	2043	2046
Crestwood Park												
Parking Lot	6,506	Pre-1994	Village Maint.	Village Maint.	Village Maint.	Village Maint.	Village Maint.	Village Maint.	Village Maint.	Village Maint.	Village Maint.	Village Maint.
Greenfield Park												
Pathways (8') & Bleacher Pads (4)	10,222	2020	2024	2027	2030	2033	2036	2039	2042	2045	2048	2051
Pathway to Pfingsten (8')	3,951	TBD										
Greenview Park												
Pathways (8')	9,857	2009	*	*	2018	2022	2025	2028	2031	2034	2037	2040
Leisure Center												
Parking Lot & Drive	51,637	1988	*	*	*	2012	2018	2022	2025	2028	2031	2034
West Parking Lot	33,064	2001	*	*	*	2012	2018	2022	2025	2028	2031	2034
Meadowhill Park & Aquatic Center												
MHP Drive (to MAC lot)	10,160	1988	2012	2015	2018	2022	2025	2028	2031	2034	2037	2040
MAC Parking Lot	71,382	1988	2012	2015	2018	2022	2025	2028	2031	2034	2037	2040
MHP Pathways (8') & Bleacher Pads (4)	49,753	2010	*	*	*	2021	2024	2027	2030	2033	2036	2039
South MHP Pathway along Chalet (8')	11,100	Pre-1994	*	*	*	*	2019	2023	2026	2029	2032	2035
Pathways to Basketball & Hockey Courts	950	2022	2025	2028	2031	2034	2037	2040	2043	2046	2049	2052
Northbrook Sports Center												
North Employee Parking Lot	19,636	2017	2021	2024	2027	2030	2033	2036	2039	2042	2045	2048
North & East Parking Lot & Entrances	54,067	2017	2021	2024	2027	2030	2033	2036	2039	2042	2045	2048
South Parking Lot	18,400	1991	*	*	*	2017	2022	2025	2028	2031	2034	2037
West Parking Lot	53,100	1991	*	*	*	2017	2022	2025	2028	2031	2034	2037
1710 Pfingsten	2,000	Pre-1994	*	*	*	2019	2022	2025	2028	2031	2034	2037
Stonegate Park												
Parking Lot	16,890	1999	*	*	2016	2018	2021	2024	2027	2030	2033	2036
Pathways (10')	26,619	2001	*	*	*	2018	2021	2024	2027	2030	2033	2036
Bleacher Pads (3)/Paths	2,143	2012	*	*	*	2018	2021	2024	2027	2030	2033	2036
Techny Prairie Activity Center												
Parking Lot		2020	2023	2026	2029	2032	2035	2038	2041	2044	2047	2050

APPENDIX H  
Asphalt Parking Lot and Pathway Inventory

Site	Approx. SF	Original Installation	3rd Year Sealcoat	6th Year Sealcoat & Crackfill	9th Year Sealcoat & Crackfill	12th Year Sealcoat & Crackfill	15th Year 2" Grind & Replace	18th Year Sealcoat	21st Year Sealcoat 7 Crackfill	24th Year Sealcoat 7 Crackfill	27th Year Sealcoat & Crackfill	Date of Anticipated Replace/Install
Techney Prairie Park & Fields	North/West Parking Lot	2006	2009	2012	2015	2018	2022	2025	2028	2031	2034	2037
	South Parking Lot	1989	*	*	*	*	2017	2021	2024	2027	2030	2033
	Anets Drive	2006	*	*	*	2018	2022	2025	2028	2031	2034	2037
	TPPF Original Pathways (8-12')	1989	*	2015	2015	2018	2022	2025	2028	2031	2034	2037
	TPPF North/East Basin Loop	1989	*	2015	2015	2018	2022	2025	2028	2031	2034	2037
Village Green Park	TPPF Renovations Pathways (8-12')	2006	*	2015	2015	2018	2022	2025	2028	2031	2034	2037
	Anets Pathways (12')	2006	*	2015	2015	2018	2022	2025	2028	2031	2034	2037
	Parking Lot	1992	*	*	*	*	2014	2017	2021	2024	2027	2030
	Pathways (9')	Pre-1994	*	*	*	*	2018	2022	2025	2028	2031	2034
	Pathway along river (9')	Pre-1994	*	*	*	*	2018	2022	2025	2028	2031	2034
Wescott Park	Memorial Garden Pathway	2017	2018	2022	2025	2028	2031	2034	2037	2040	2043	2046
	Pathways (8-9')	1993	2019	2023	2026	2029	2032	2035	2038	2041	2044	2047
	Bleacher Pad & Garbage Can Pad (1)	2018	2019	2023	2026	2029	2032	2035	2038	2041	2044	2047
	Pathways (9')	2000	*	*	*	2019	2024	2027	2030	2033	2036	2039
	Bleacher Pads (2)	2014	2017	2021	2024	2027	2030	2033	2036	2039	2042	2045
Williamsburg Square Park	Sand Volleyball Bleacher Pad	2017	2021	2024	2027	2030	2033	2036	2039	2042	2045	2048
	Path to Volleyball & Fields at North (8')	2017	2021	2024	2027	2030	2033	2036	2039	2042	2045	2048
	Parking Lot	1999	*	*	*	2017	2022	2025	2028	2031	2034	2037
	Pathways (8')	pre-1994	*	*	*	2016	2022	2025	2028	2031	2034	2037
	Bleacher Pads(2)/Paths	2012	*	*	*	2016	2022	2025	2028	2031	2034	2037
Wood Oaks Green Park	NE Parking Lot & Entry Drive	1994	*	*	*	2019	2023	2026	2029	2032	2035	2038
	SW Parking Lot & Entry Drive	1994	*	*	*	*	2023	2026	2029	2032	2035	2038
	North Pathway (N of drive on Sanders)	1994	*	*	*	2019	2023	2026	2029	2032	2035	2038
	Pathways (10')	1994	*	*	*	2019	2023	2026	2029	2032	2035	2038
	Bleacher Pads (2)	2016	2019	2023	2026	2029	2032	2035	2038	2041	2044	2047
GOLF												
Sportsman's Country Club	Parking Lot	2020	2023	2026	2029	2032	2035	2038	2041	2044	2047	2050
	Cart paths	1994	1997	2000	2003	2006	2009	2012	2015	2018	2021	2024
	Cart paths	2020	2023	2026	2029	2032	2035	2038	2041	2044	2047	2050
	Golf Maintenance Parking Lot	2005	*	2015	2015	2022	2025	2028	2031	2034	2037	2040
	Golf Maintenance Access Drive	2005	*	2015	2015	2022	2025	2028	2031	2034	2037	2040
Sportsman's Maintenance Facility	Golf Maintenance Storage Area	Pre-1994	*	*	*	*	2015	2022	2025	2028	2031	2034

\*(asterisk) denotes that actual dates are not available

RECOMMENDED MAINTENANCE AFTER NEW ASPHALT IS INSTALLED:

- 1st year - New asphalt

3rd year - Sealcoat

6th year - Sealcoat

9th year - Sealcoat & Crackfill

12th year - Sealcoat & Crackfill

15th year - 2" Grind and Replace (if sub-base is in good shape)

otherwise remove & replace asphalt & undercut sub-base
- 18th year - Sealcoat

21st year - Sealcoat & Crackfill

24th year - Sealcoat & Crackfill

27th year - Sealcoat & Crackfill

30th year - 2" Grind and Replace (if sub-base is in good shape)

otherwise remove & replace asphalt & undercut sub-base

# APPENDIX I

## Fence Inventory Property Line/Ball Fields/Tennis Courts/Sled Hills

Site	Original Cost	Current Installation	Approx. Length	Height	Material	Date of Anticipated Replacement
<b>1605 Maintenance</b>						
Boundary Fence			876'	7'	Metal	
<b>Coast Guard Park</b>						
Dog Park Enclosure		2013	2300'	5'-6"	Metal	
<b>Cedar Lane Tot Lot</b>						
Boundary Fence			342'	4'	Chain Link	
<b>Crestwood Park</b>						
Tennis Court			903'	11'	Chain Link	
<b>Field School</b>						
Ball Field #9S			295'	10'-15'	Chain Link	
Ball Field #9N			278'	10'-15'	Chain Link	
<b>Floral Park</b>						
South Boundary		2010	340'	7'	Wood	
<b>Greenbriar School</b>						
Ball Field #10		2013			Chain Link	
<b>Greenfield Park</b>						
Ball Field #19N			87' DO   96' BS	10-15'	Chain Link	
Ball Field #19S			131' DO   63' BS	10-15'	Chain Link	
<b>Greenview Park</b>						
Street Fence		2015	281'	3'-5"	Chain Link	
North Boundary			16'		Chain Link	
East Boundary			281'		Chain Link	
South Boundary			325'	7'	Chain Link	
<b>Leisure Center</b>						
Playground Barrier		2016	83'	3'-5"	Chain Link	
East Property Line		2016	1001'	4'	Wood	
<b>Indian Ridge Park</b>						
Ball Field #18			240' DO   43' BS	10-15'	Chain Link	
<b>Meadow Road Tot Lot</b>						
West Boundary			163'	7'	Wood	2021
<b>Meadowbrook School</b>						
Ball Field #8					Chain Link	
<b>Meadowhill Park</b>						
Ball Field #2			500'	10'-20'	Chain Link	
Ball Field #3			300' BS/DO   1000' out	10'-15' BS/DO   5' out	Chain Link	
Ball Field #4			300' BS/DO   900' out	10'-15' BS/DO   5' out	Chain Link	
Ball Field #5			254'	10'-15'	Chain Link	
Ball Field #6			409'	10'-15'	Chain Link	
Ed Rudolf Velodrome	\$19,882	2018	142'	5'	Chain Link	
Pool			1500'	10'	Chain Link	
<b>Northbrook Sports Center</b>						
Pool	\$121,236	2017	915'	7'-3"	Chain Link	
South Boundary			1400'	7'	Wood	Evaluate in 2022
<b>Oaklane Park</b>						
Ball Field #7			60'	10'-15'	Chain Link	
Tennis Court			620'	11'	Chain Link	
Boundary Fence			957'	7'		
<b>Shabonee School</b>						
Ball Field #22					Chain Link	
<b>Sportsman's Country Club</b>						
Dundee & Landwehr			3800'	7'	Chain Link	
Maintenance Fence			980'	5'	Chain Link	
Retention Pond Split-Rail Fence		2020	140'	42"	Wood	
<b>Stonegate Park</b>						
Tennis Court		2019	486' & 300'	10' & 4'	Chain Link	
Ball Field #30			215'	10'-15'	Chain Link	
Ball Field #31			200'	10' & 15'	Chain Link	

# APPENDIX I

## Fence Inventory Property Line/Ball Fields/Tennis Courts/Sled Hills

Site	Original Cost	Current Installation	Approx. Length	Height	Material	Date of Anticipated Replacement
<b>Techny Prairie Park &amp; Fields</b>						
Ball Field #29			535'	10' & 15'	Chain Link	
Ball Field #28			375' BS/DO   1155' out	10'-15' BS/DO   5' out	Chain Link	
Ball Field #27			376' BS/DO   1155' out	10'-15' BS/DO   5' out	Chain Link	
Ball Field #26	2006		377' BS/DO   1155' out	10'-15' BS/DO   5' out	Chain Link	
Batting Cages	2006		520'	10' & 15'	Chain Link	
Skate Park	2006		920'	10'	Metal	
Sled Hill			752'	5'	Chain Link	
East Split Rail			250'	4'	Wood	
West Split Rail			100'	4'	Wood	
<b>Village Green Park</b>						
Ball Field #1			421' BS/DO   1040' out	10'-15' BS/DO   5' out	Chain Link	
<b>Wescott Park</b>						
Playground Barrier	2005		200'	4'-3"	Chain Link	
Ball Field #12	2016		450'	10' & 15'	Chain Link	
<b>West Park</b>						
Ball Field #14	2015-DO		120' DO 235' BS 450' out	7'3" DO 10'-15' BS 5' Out	Chain Link	
Ball Field #16	2015-DO		7'3" DO 10'-15' BS 5' out	7'3" DO 10'-15' BS 5' Out	Chain Link	
Ball Field #17			368'	10' & 15'	Chain Link	
Tennis Court			735'	11'	Chain Link	
<b>Westmoor School</b>						
Ball Field #11					Chain Link	
<b>Williamsburg Square Park</b>						
Ball Field #23			435'	10' & 15'	Chain Link	2022
Rudolph Dr. Barrier			302'	5'	Chain Link	2022
Tennis Court			550'	11'0	Chain Link	2022
South Boundary			1300'	7'	Wood	2022
<b>Wood Oaks Green Park</b>						
Sled Hill			3642'	5'	Chain Link	
Ball Field #25			400'	10' & 15'	Chain Link	
Tennis Court North			905'	11'	Chain Link	
Tennis Court South			903'	11'	Chain Link	
Ball Field #24			360'	10' & 15'	Chain Link	
Storage Facility			450'	7'	Metal/Picket	2021 repairs
Practice Tennis Court			186'	11'	Chain Link	
DO: Dugout      BS: Backstop      Out: Outfield						

**Appendix J**

**Information Technology Inventory**

Equipment	Device Model	Service Tag/Serial Number	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
<b>Desktop</b>						
	Dell Inc.	OptiPlex 3010		August 2012	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3010		August 2012	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3010		January 2013	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3010		January 2013	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3010		January 2013	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3010		May 2013	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3010		May 2013	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3010		May 2013	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3010		May 2013	7-8	2020 - 2021
	Dell Inc.	OptiPlex 3020		June 2016	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		June 2016	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		June 2016	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		June 2016	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		June 2016	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		March 2015	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		March 2015	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		March 2015	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2015	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		March 2015	7-8	2023 - 2024
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		November 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3020		March 2014	7-8	2021 - 2022
	Dell Inc.	OptiPlex 3040		May 2016	7-8	2024 - 2025
	Dell Inc.	OptiPlex 3070	\$565.50	August 2019	7-8	2027 - 2028
	Dell Inc.	OptiPlex 3070	\$565.50	August 2019	7-8	2027 - 2028
	Dell Inc.	OptiPlex 3070	\$565.50	August 2019	7-8	2027 - 2028
	Dell Inc.	OptiPlex 3070	\$565.50	August 2019	7-8	2027 - 2028
	Dell Inc.	OptiPlex 3070	\$565.50	August 2019	7-8	2027 - 2028
	Dell Inc.	OptiPlex 3070	\$565.50	August 2019	7-8	2027 - 2028
	Dell Inc.	OptiPlex 3070	\$565.50	August 2019	7-8	2027 - 2028
	Dell Inc.	OptiPlex 3070	\$565.50	August 2019	7-8	2027 - 2028
	Dell Inc.	OptiPlex 5050	\$780.08	July 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$780.08	July 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$780.08	July 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$780.08	July 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$780.08	July 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$702.03	June 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$702.03	June 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$702.03	June 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$702.03	June 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$702.03	June 2017	7-8	2025 - 2026
	Dell Inc.	OptiPlex 5050	\$702.03	June 2017	7-8	2025 - 2026



Appendix J

Information Technology Inventory

Equipment	Device Model	Service Tag/Serial Number	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
Dell Inc.	OptiPlex 5050	3C6MGL2	\$778.12	October 2017	7-8	2025 - 2026
Dell Inc.	OptiPlex 5050	3CXGGL2	\$778.12	October 2017	7-8	2025 - 2026
Dell Inc.	OptiPlex 5050	3C3LGL2	\$778.12	October 2017	7-8	2025 - 2026
Dell Inc.	OptiPlex 7040	GVR97J2	\$1,101.69	May 2017	7-8	2025 - 2026
Dell Inc.	OptiPlex 7040	GV797J2	\$1,101.69	May 2017	7-8	2025 - 2026
Dell Inc.	Precision T1650	145FRW1		February 2013	7-8	2020 - 2021
Dell Inc.	Precision Tower 3420	BV2P0M2		November 2017	7-8	2025 - 2026
Dell Inc.	Precision Tower 5810	3HNHRD2		September 2016	7-8	2024 - 2025
Dell Inc.	Optiplex 5270 All-in-One	592D673	\$886.16	October 2020	7-8	2027 - 2028
Dell Inc.	Optiplex 5270 All-in-One	5DDMH63	\$886.16	October 2020	7-8	2027 - 2028
Dell Inc.	Optiplex 5270 All-in-One	NA	\$886.16	October 2020	7-8	2027 - 2028
Dell Inc.	Optiplex 5270 All-in-One	NA	\$886.16	October 2020	7-8	2027 - 2028
Dell Inc.	Optiplex 7070 Micro	NA	\$794.34	October 2020	7-8	2027 - 2028
Dell Inc.	Optiplex 7070 Micro	NA	\$794.34	October 2020	7-8	2027 - 2028
Dell Inc.	Optiplex 7070 Micro	NA	\$794.34	October 2020	7-8	2027 - 2028
<b>Laptop</b>						
Dell Inc.	Latitude 5410	68BTM53	\$867.88	August 2020	6-7	2026 - 2027
Dell Inc.	Latitude 5411	DXBJM53	\$1,318.33	September 2020	6-7	2026 - 2027
Dell Inc.	Latitude 5411	GVYHM63	\$1,318.33	September 2020	6-7	2026 - 2027
Dell Inc.	Latitude 5411	94ZHM63	\$1,318.33	September 2020	6-7	2026 - 2027
Dell Inc.	G7 7790	7G5XHX2	\$1,499.99	March 2020	6-7	2026 - 2027
Alienware	Alienware 15 R4	J2WFPQ2		2018	6-7	2026 - 2027
Hewlett-Packard	HP EliteBook 840 G1	5CG5063T4S		2014	6-7	2021
Hewlett-Packard	HP EliteBook 840 G1	5CG5040N94		2014	6-7	2021
Hewlett-Packard	HP EliteBook 840 G1	5CG5063T33		2014	6-7	2021
Hewlett-Packard	HP EliteBook 840 G1	5CG5040NDK		2014	6-7	2021
Hewlett-Packard	HP EliteBook 840 G2	5CG5060S24		2015	6-7	2022
Hewlett-Packard	HP EliteBook 840 G2	5CG5060Q1J		2015	6-7	2022
Hewlett-Packard	HP EliteBook 840 G2	5CG5060R7Z		2015	6-7	2022
Hewlett-Packard	HP EliteBook 850 G1	CNU4118MYK	\$1,714.10	2016	6-7	2023
Hewlett-Packard	HP EliteBook 850 G2	5CG621608W		2015 - 2016	6-7	2022 - 2023
Hewlett-Packard	HP EliteBook 850 G2	5CG5443XD8		2015 - 2016	6-7	2022 - 2023
Hewlett-Packard	HP EliteBook 850 G2	5CG62160FP		2015 - 2016	6-7	2022 - 2023
Hewlett-Packard	HP EliteBook 850 G2	5CG5443X7Y		2015 - 2016	6-7	2022 - 2023
Hewlett-Packard	HP EliteBook 850 G3	5CG6118H46		2018	6-7	2026 - 2027
Hewlett-Packard	HP EliteBook 850 G3	5CG6130VF6		2018	6-7	2026 - 2027
Hewlett-Packard	HP EliteBook Folio 1040 G2	8CG5270RPN		2015 - 2016	6-7	2022 - 2023
Hewlett-Packard	HP EliteBook Folio 1040 G2	8CG5270RNY	\$1,714.10	2015 - 2016	6-7	2022 - 2023
Hewlett-Packard	HP EliteBook Folio 1040 G3	5CD6392LYR	\$1,792.62	2017	6-7	2023 - 2024
Hewlett-Packard	HP EliteBook Folio 1040 G3	5CD7034Y0Z	\$1,792.62	2017	6-7	2023 - 2024
Hewlett-Packard	HP ProBook 650 G3	5CG8034RQV	\$1,272.64	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD8160RVM	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD8138QQB	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD8160RVQ	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD813342S	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD8160RQ2	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD8160RT6	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD8160S6M	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD8160SFT	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP Stream Laptop 14-ax0XX	5CD8160RQ4	\$220.70	2018	6-7	2026 - 2027
Hewlett-Packard	HP ZBook 17 G3	CND637194C	\$2,305.89	2017	6-7	2023 - 2024
Dell Inc.	Inspiron 13-7378	H1F66F2		July 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 13-7378	41G86F2		June 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 13-7378	H88S4F2		June 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 13-7378	8C8S4F2		June 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 13-7378	826G5F2		June 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 15-7579	GYTM3F2		April 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 15-7579	J5FP5F2		May 2017	6-7	2023 - 2024

Appendix J

Information Technology Inventory

Equipment	Device Model	Service Tag/Serial Number	Original Cost	Current Purchase	Life Cycle	Date of Anticipated Replacement
Dell Inc.	Inspiron 15-7579	9Z7S5F2		May 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 15-7579	55DX4F2		May 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 15-7579	FB4H3F2		May 2017	6-7	2023 - 2024
Dell Inc.	Inspiron 15-7579	J94H3F2		May 2017	6-7	2023 - 2024
Dell Inc.	Latitude 3580	G1GJWJ2	\$678.41	January 2018	6-7	2025 - 2026
Dell Inc.	Latitude 3580	9FDJWJ2	\$678.41	January 2018	6-7	2025 - 2026
Dell Inc.	Latitude 3580	6CDJWJ2	\$678.41	January 2018	6-7	2025 - 2026
Dell Inc.	Latitude 3590	HHDYKP2	\$858.38	June 2018	6-7	2025 - 2026
Dell Inc.	Latitude 5590	2CM9SQ2	\$1,120.09	October 2018	6-7	2025 - 2026
Dell Inc.	Latitude 7480	C26T3H2		July 2017	6-7	2023 - 2024
Dell Inc.	Latitude 7490	8YZVYM2	\$1,344.71	March 2018	6-7	2024 - 2025
Dell Inc.	Precision 3540	HY55RV2	\$786.90	May 2019	6-7	2025 - 2026
Dell Inc.	Precision 3540	6LSTQV2	\$786.90	May 2019	6-7	2025 - 2026
Dell Inc.	Precision 5530	6TJGXT2	\$1,900.00	March 2019	6-7	2025 - 2026
Dell Inc.	Precision 5530	J7HKXT2	\$1,900.00	March 2019	6-7	2025 - 2026
Dell Inc.	Precision 5530	2K3ZNF2	\$1,900.00	March 2019	6-7	2025 - 2026
Microsoft Corporation	Surface Book	123364260457		2015	6-7	2022 - 2023
Microsoft Corporation	Surface Pro 4	093556754753		2015	6-7	2022 - 2023
Microsoft Corporation	Surface Pro 4	068349554653		2015	6-7	2022 - 2023
Microsoft Corporation	Surface Pro 4	075235654353		2015	6-7	2022 - 2023
Thumb Drive Computer						
Intel Corporation	STK1AW32SC	GESC64700ETM		--		Evaluate Annually
Intel Corporation	STK1AW32SC	GESC651006ZF		--		Evaluate Annually
Intel Corporation	STK1AW32SC	GESC651007BZ		--		Evaluate Annually
Intel Corporation	STK1AW32SC	GESC6510073R		--		Evaluate Annually
Intel(R) Client Systems	STK2M3W64CC	BTCC846002R5		--		Evaluate Annually
Printers						
Epson Workforce WF-7710			\$149.99	July 2019		Evaluate Annually
HP Color LaserJet Pro M454dn		PHBB341259	\$428.90	October 2019		Evaluate Annually
HP Color LaserJet M451nw		CNDG309589				Evaluate Annually
HP LaserJet P2015		CNB1R64675				Evaluate Annually
HP LaserJet P2055dn						Evaluate Annually
HP Color LaserJet CM2320nf		CNF9C5DYNP				Evaluate Annually
HP Color LaserJet MFPM277dw		VNB8H7L3C1				Evaluate Annually
HP LaserJet P2035		VNB3467332				Evaluate Annually
HP LaserJet P2055DN		CNB9976826				Evaluate Annually
HP Color LaserJet CM2320nf		CNF9B46N91				Evaluate Annually
HP Color LaserJet M452dn		VNB3M33845				Evaluate Annually
HP LaserJet M401dne		PHGFG58220				Evaluate Annually
HP Color LaserJet MFP M277dw		VNB8J7M6T7				Evaluate Annually
HP Color LaserJet MFP M477fdn		VNB8JBW3MV				Evaluate Annually
HP LaserJet P2055dn		CNB9M12182				Evaluate Annually
HP Color LaserJet M451dn		JPBDQ18675				Evaluate Annually
HP Color LaserJet CP1525nw		CNBF338689				Evaluate Annually
HP LaserJet MFP M426fdw		PHB8HBDJ2G				Evaluate Annually
HP Color LaserJet M452dn		CNDF374708				Evaluate Annually
HP Color LaserJet CP2025dn		CNGS339477				Evaluate Annually
HP LaserJet P2035n		CNB9R82352				Evaluate Annually
HP LaserJet M553DN		JPBCJDG00M				Evaluate Annually
HP Color LaserJet M451dn		CNDF237866				Evaluate Annually
HP Color LaserJet M452dn		VNB3M58542				Evaluate Annually
HP LaserJet P4515TN		CNDY394065				Evaluate Annually
HP Color LaserJet CP2025dn		CNGS317967				Evaluate Annually
HP LaserJet M402n		PHBHD54331				Evaluate Annually
HP Color LaserJet M477fdw		VNB8K1M143				Evaluate Annually



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