



Board of Park Commissioners

Regular Board Meeting

Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

March 27, 2019

Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois
7pm

PUBLIC HEARING – 2019 BUDGET AND APPROPRIATION AGENDA

- I. Call to Order and Roll Call
- II. Recognition of Visitors
- III. Approval of Agenda

REGULAR BOARD MEETING AGENDA

- I. Call to Order and Roll Call
- II. Recognition of Visitors
- III. Approval of Agenda
- IV. Approval of Minutes
 - 3/27.20 Board Meeting of February 27, 2019
 - 3/27.21 Special Board Meeting of March 5, 2019
- V. Board Committee Reports
- VI. Consent Agenda

The matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the March 20, 2019 Committee Meetings and are matters on which there was unanimity for placement on the Consent Agenda at this meeting. Consent Agenda items are those that are approved by one motion, unless any Board Member or staff requests an item be removed. If a Consent Agenda item(s) is removed it is then relocated to Action Items for discussion and consideration.

 - 3/27.22 Approval of February 2019 Vouchers
 - 3/27.23 Approval of Wireless Mic Replacement, Bid #2164
 - 3/27.24 Approval of Wood Oaks Green Park Culvert Replacement & Entrance Drive Renovation, Bid #2168
 - 3/27.25 Approval of District Sealcoating & Asphalt Repairs, Bid #2169
 - 3/27.26 Rejection of Techny Prairie Park and Fields Batting Cage Netting Replacement, Bid #2170
- VII. Action Items
 - 3/27.27 Approval of Ordinance 19-O-2, Budget and Appropriation
 - 3/27.28 Approval of Northern Suburban Special Recreation Association (NSSRA) Acquisition of Property Resolution
- VIII. Executive Director Report
- IX. Commissioner Reports
- X. President's Report
- XI. Unfinished Business
- XII. New Business
- XIII. Next Meeting
 - a. Regular Board Meeting, April 24, 2019, 7pm, Joe Doud Administration Building, 545 Academy Drive
- XIV. Adjourn

Copies to: Park Board, Attorney, Directors, All Staff and Park District Facilities, Northbrook Star, Village of Northbrook,
Posted on Park District Website: nbparks.org

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Eileen Loftus, the Park District's ADA Compliance Officer, at the Park District's Administration Building by mail at 545 Academy Drive, Northbrook, Illinois 60062, by phone at (847) 291-2960, Monday through Friday 8:30am until 5:00pm, or by email to eloftus@nbparks.org at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter generally require at least 5 business days' advance notice. For the deaf or hearing impaired, please use the Illinois Relay Center voice only operator at (800) 526-0857.

ORDINANCE NO. 19-O-2

NORTHBROOK PARK DISTRICT

* * *

**AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET
AND APPROPRIATION OF FUNDS FOR NORTHBROOK PARK DISTRICT,
COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING
ON THE 1ST DAY OF JANUARY 2019 AND ENDING ON THE 31ST DAY OF DECEMBER
2019**

WHEREAS, the Board of Commissioners of the Northbrook Park District has caused to be prepared in tentative form a combined annual budget and appropriation ordinance for the Fiscal Year and the Secretary of the Board has made the same conveniently available for public inspection for at least thirty (30) days prior to final action thereon; and

WHEREAS, a public hearing was held at 7:00 p.m. at the regular monthly meeting place of the Northbrook Park District on the 27th day of March, 2019, notice of said hearing having been given by publication at least one (1) week prior thereto as required by law; and

WHEREAS, all other legal requirements for the adoption of the Annual Budget and Appropriation Ordinance of the Northbrook Park District for the Fiscal Year beginning on the 1st day of January, 2019 and ending on the 31st day of December, 2019 have been complied with.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE NORTHBROOK PARK DISTRICT, COOK COUNTY, ILLINOIS AS FOLLOWS:

Section 1: The following sums of money be and the same hereby are budgeted and appropriated for the following purposes for the Fiscal Year beginning on the 1st day of January, 2019, and ending on the 31st day of December, 2019:

I. CORPORATE FUND

Wages	\$ 2,630,576
Benefits	571,584
Contractual Services	1,108,586
Repairs	83,000
Materials and Supplies	365,665
Miscellaneous	<u>50,775</u>
TOTAL CORPORATE FUND BUDGET AND APPROPRIATION	\$ <u>4,810,186</u>

II. RECREATION FUND

Wages	\$ 5,161,211
Benefits	808,554
Contractual Services	2,286,761
Repairs	120,125
Material and Supplies	1,307,737
Miscellaneous	<u>99,050</u>
TOTAL RECREATION FUND BUDGET AND APPROPRIATION	\$ <u>9,783,438</u>

III. SPECIAL RECREATION FUND

Contribution to North Suburban Special Recreation Association under joint agreement as permitted by applicable provisions of Illinois Park District Code	\$ 451,000
ADA Capital Expenditures	<u>385,000</u>
TOTAL SPECIAL RECREATION FUND BUDGET AND APPROPRIATION	\$ <u>836,000</u>

IV. PAVING AND LIGHTING FUND

Capital Expenditures - Parking Lot Repair, Various Parks	\$ <u>45,000</u>
TOTAL PAVING AND LIGHTING FUND BUDGET AND APPROPRIATION	\$ <u>45,000</u>

V. SOCIAL SECURITY FUND

Contributions under Federal Insurance Contributions Act	\$ <u>550,000</u>
TOTAL SOCIAL SECURITY FUND BUDGET AND APPROPRIATION	\$ <u>550,000</u>

VI. ILLINOIS MUNICIPAL RETIREMENT FUND

Participation in the Illinois Municipal Retirement Fund, as provided	
40 ILCS 5/7-101 <i>et seq</i>	\$ <u>385,000</u>

TOTAL ILLINOIS MUNICIPAL RETIREMENT FUND BUDGET AND APPROPRIATION\$ 385,000

VII. LIABILITY INSURANCE FUND

Park District Risk Management Premiums 309,750

TOTAL LIABILITY INSURANCE FUND BUDGET AND APPROPRIATION.....\$ 309,750

VII. AUDIT FUND

Audit of Park District Accounts\$ 23,600

TOTAL AUDIT FUND BUDGET AND APPROPRIATION\$ 23,600

IX. BOND AND INTEREST FUND

Principal – General Obligation Bonds\$ 1,900,000

Interest – General Obligation Bonds..... 272,773

TOTAL BOND AND INTEREST FUND BUDGET AND APPROPRIATION.....\$ 2,172,773

X. REPAIR AND IMPROVEMENTS FUND

Contractual Services\$ 1,577,500

Technology Hardware & Software 125,000

Building 6,700,000

Building Improvements 677,700

Vehicle and Equipment Purchases 80,750

Land and Land Improvements 1,334,500

TOTAL REPAIR AND IMPROVEMENTS FUND BUDGET AND APPROPRIATION\$ 10,495,450

TOTAL BUDGETED and APPROPRIATED (All Funds).....\$ 29,411,197

SUMMARY OF FUNDS BUDGETED AND APPROPRIATED

Corporate Fund	\$ 4,810,186
Recreation Fund	9,783,438
Special Recreation Fund	836,000
Paving and Lighting Fund	45,000
Social Security Fund.....	550,000
Illinois Municipal Retirement Fund	385,000
Liability Insurance Fund.....	309,750
Audit Fund	23,600
Bonds and Interest Fund	2,172,773
Repair and Improvements Fund	<u>10,495,450</u>
TOTAL BUDGETED AND APPROPRIATED.....	\$ <u>29,411,197</u>

Each of said sums of money and the aggregate thereof are deemed necessary by the Board of Commissioners of the NORTHBROOK PARK DISTRICT to defray the necessary expenses and liabilities of the aforesaid Park District during the Fiscal Year beginning the 1st day of January, 2019, and ending the 31st day of December, 2019, for the respective purposes set forth.

Section 2: All unexpended balances of the appropriation for the fiscal year ending the 31st day of December, 2019, and prior years to the extent not otherwise reappropriated for other purposes herein are hereby specifically reappropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, pursuant to law.

Section 3: Pursuant to law the following determinations have been and are hereby made a part hereof:

- (a) Cash on hand and short-term investments at the beginning of the Fiscal Year: \$20,669,190
- (b) Estimate of cash expected to be received during the Fiscal Year from all sources: \$32,305,302
- (c) Estimate of expenditures contemplated for the Fiscal Year: \$29,411,197
- (d) Estimated cash and short-term investments expected to be on hand at the end of the Fiscal Year: \$23,563,295

Section 4: All ordinances or parts of ordinances conflicting with any of the provisions of this Ordinance be and the same are hereby modified or repealed. If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such item or the remainder of this Ordinance.

Section 5: This Ordinance shall be in full force and effect immediately upon its passage and approval according to law. A certified copy of this Ordinance shall be filed with the County Clerk of Cook County, Illinois, together with the certificate of the Chief Fiscal Officer of the Park District certifying revenues by source anticipated to be received by the Park District, within thirty (30) days after its passage and approval, as provided by law.

Section 6:

PASSED: This 27th day of March, 2019
APPROVED: This 27th day of March, 2019
RECORDED: This 27th day of March, 2019

Ayes:

Nays:

Absent:

Attest:

Secretary
Northbrook Park District
Northbrook, Illinois

President
Northbrook Park District
Northbrook, Illinois

NORTHBROOK PARK DISTRICT

Cook County, Illinois

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**CERTIFICATE OF CHIEF FISCAL OFFICER AS TO ESTIMATE
OF REVENUES BY SOURCE ANTICIPATED TO BE RECEIVED
DURING JANUARY 1-DECEMBER 31, 2019 PURSUANT TO
SECTION 162 OF THE REVENUE ACT OF 1939**

The undersigned, Mindy J. Munn, the Treasurer and Chief Fiscal Officer of the Northbrook Park District, does hereby certify the estimate of revenues by source anticipated to be received by the Northbrook Park District, Cook County, Illinois, in the Fiscal Year 2019 are as follows:

General real estate tax revenues	\$ 11,712,848
Personal property replacement tax revenue	187,000
Interest earnings revenue	300,000
Bond Proceeds	10,000,000
Program user fees revenue	5,391,490
Daily fees revenue	2,455,284
Membership revenue	305,140
Rental fees revenue	1,264,747
Retail sales revenue	309,415
Grants, donations and miscellaneous revenue	<u>379,378</u>
TOTAL REVENUE	\$ <u>32,305,302</u>

The above is certified this 27th day of March, 2019.

Mindy J. Munn, Treasurer and Chief Fiscal Officer

The above certification was filed with the County Clerk of Cook County, Illinois, on this ____ day of _____, 2019.

David Orr
County Clerk of Cook County

By: _____