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Chevy Chase Country Club

I **ANNUAL REPORT** 2o16

2016 Annual Report

Mission Statement:
To provide memorable experiences in parks and recreation that enrich our communities.

Vision Statement:
To become the provider of choice in parks and recreation within the communities that we serve.

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Wheeling Park District
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Chevy Chase Country Club

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INTRODUCTION

The 2016 Wheeling Park District Annual Report has been prepared to provide the Board of Commissioners and interested residents a review of the past year. This report presents an overview of the Park District, highlights the accomplishments and challenges experienced in 2016, and discusses areas of operation, as well as each department within the Park District. Also, statistics and financial analyses are included from 2012, 2013, 2014, and 2015 for the purpose of comparing 2016 to previous years.

I. DESCRIPTION OF OPERATIONS

Wheeling Park District, incorporated in 1961, is located in northern Cook and southern Lake Counties, and is 27 miles northwest of downtown Chicago. The Park District serves a population of over 38,000 residents living within the Village of Wheeling, and small portions of Prospect Heights, Buffalo Grove, and Arlington Heights. It encompasses an area just over 8.5 square miles. The Park District is considered to be a primary government — providing a full range of recreation activities, public open space, recreational facilities, a full-service country club, and districtwide events for its communities.

The Park District is governed by an elected, seven-member board, and operates under a Board-Manager form of government, with its primary purpose being to provide parks and recreational opportunities to its residents. Services provided include recreation programs, park management, capital development, and general administration. The Park District manages 19 sites on 329 acres. Recreational facilities operated by the Park District include one undeveloped natural area, ten parks, one outdoor aquatic center, one community recreation center, one indoor aquatic center, a fitness center, historical museum, two community gymnasiums (shared with Community Consolidated School District 21), and a championship-quality golf course and banquet facility, as well as a number of softball/baseball diamonds, football and soccer fields, playgrounds, and picnic shelters.

II. 2016 DISTRICTWIDE ACCOMPLISHMENTS

Revising the Park District's mission statement and evaluating its communication efforts in 2004 was the genesis of a change process that began to move the Agency to function as a strategy-focused organization. This transformation instilled a sense of common purpose, identified shared organizational values, and established a set of key, strategic initiatives that provide an aligned course of direction in meeting the Park District's mission today and in the future. The presence of an ongoing, strategic planning process has created a better sense of order, channeled resources in a direction that yields the greatest benefit to Park District resident taxpayers and other guests and, overall, has focused efforts on what is truly important for the organization. The Park District's key, strategic initiatives and targeted outcomes continue to include:

Strategic Initiatives	Targeted Outcomes
Quality Guest Services & Experiences	Loyalty & Retention
Internal Process & System Improvements	Effectiveness & Efficiency
Long-term Financial Strategies	Financial Stability
Community Relationships	Community Partnerships
Continuous Learning Environment	Motivated & Knowledgeable Employees

In 2016, all Agency, department, and individual goals and objectives were developed in support of Park District strategic initiatives, and targeted to achieve outcomes in carrying out its mission.

Quality Guest Services & Experiences

Goals and objectives accomplished in 2016 supporting this strategic initiative include:

- Aligned opportunities with guest and community needs
  - Began the process to update the 2007 Parks and Recreation Comprehensive Plan and develop a Strategic Plan for years 2017-2021
  - Continued to monitor and review program lifecycles and trends
  - Initiated CRC planning by contracting with FGM Architects for renovation design services
  - Issued an RFP for planning services for the Lake Cook property
  - Updated the Heritage Park Master Plan

- Pursued areas for growth, as identified in the Communitywide Survey results, usage, data, trends, and facility feasibility studies
  - Offered free outdoor pickleball courts, created new recreation programs and community special events, and added value to fitness memberships by including group exercise classes
  - Constructed walking path at Horizon Park
  - Achieved a program class cancellation rate of 15% (goal was <15%)
  - Attained 374,040 guest experiences in calendar year 2016

- Evaluated and improved internal and external guest satisfaction and retention levels
  - Achieved a Net Promoter Score of 65.52%

- Implemented major park improvement plans
  - Commenced Phase 2 of the Heritage Park Redevelopment Project by installing a Tornado shade system at the Performance Pavilion, and began planning for the playground
  - Completed the bulk of the work on the Horizon Park Improvement Project

- Updated the Neighborhood Park Improvement Plan to include Mark Twain Park

- Implemented the 2016 Major Projects Schedule
  - Entered into an agreement with V3 for implementation and maintenance of native vegetation in Heritage Park

- Reprioritized and implemented elements of the ADA Transition Plan
  - ADA updates made at Horizon Park

Internal Process & System Improvements

Goals and objectives accomplished in 2016 supporting this strategic initiative include:

- Developed and streamlined critical processes
  - Reviewed multiple vendor proposals and selected ADP to provide the software for outsourcing the District's payroll management services
  - Continued to monitor, manage, and implement ACA regulations

- Maintained and achieved Agency accreditations
  - Awarded GFOA's Certificate of Achievement for Excellence in Financial Reporting for fiscal year 2015
  - Reviewed the NRPA Gold Medal requirements

- Strengthened internal and external guest communications
  - Began development of an overall public awareness/promotions plan
  - Continued to implement and build Heritage Park brand

- Developed Agency environmental practices and standards
  - Explored opportunities to provide education programs utilizing the Heritage Park naturalized areas

Long-Term Financial Strategies

Goals and objectives accomplished in 2016 supporting this strategic initiative include:

- Aligned financial resources with need
  - Continued to meet fund balance targets for Corporate and Recreation Funds
  - Generated targeted annual transfers to the Capital Projects Fund from the Corporate and Recreation Funds of $502,900 and $1,331,300, respectively

- Established financial growth and sustainability key points of measurement (budgeted surplus + capital + internal transfers + 5%)
  - Overall: $3,474,330 v. goal of $2,740,022
  - Corporate: $1,059,653 v. goal of $748,827
  - Chevy Chase Country Club: $719,198 v. goal of $469,661
    - Golf: $1,116,932 v. goal of $1,257,187 (budget)
    - Food & Beverage: $1,210,984 v. goal of $1,061,969 (budget)
  - Recreation: $1,695,144 v. goal of $1,521,534
    - Fitness & Wellness: $80,393 v. goal of $162,002
    - Family Aquatic Center: $138,664 v. goal of $101,890
    - Recreation programs: $448,321 v. goal of $406,994
    - Heritage Park: $191,046 v. goal of $126,843
    - Arctic Splash: ($45,061) v. goal of ($25,767)

- Increased alternative revenue sources
  - Continued to research and seek new grant opportunities that provide additional funding
    - Applied for matching grant funds to be used for playground equipment at Mark Twain Park

    - Hosted a benefit golf outing for the Family Learning Program that netted $12,136, offsetting the Park District's financial contribution to the program

Community Relationships

Goals and objectives accomplished in 2016 supporting this strategic initiative include:

- Developed strategic alliances
    - Continued to develop methods to connect with, and deliver services to, diverse markets
    - Continued to explore new opportunities for collaborations and partnerships
    - Built upon working relationships with other governmental agencies, businesses, and service organizations
        - Hosted inaugural State of the Community Address at Chevy Chase Country Club
        - Prepared for transition of Village Senior Services programs to the CRC
        - Began planning for development of Mark Twain Park, in conjunction with CCSD 21
    - Worked to finalize Heritage Park Memorial Program for 2017 implementation

- Fostered existing relationships with State and Federal Legislators
    - Kept in regular communication with legislators on Park District issues, public events, and potential opportunities
        - Volunteer assistance provided at Thanksgiving Community Feast by State Representatives Nekritz and Sente

    - Participated in national and state legislative forums on parks and recreation
    - Arranged to host the annual IAPD Legislative Picnic at Heritage Park in 2017

Continuous Learning Environment

Goals and objectives accomplished in 2016 supporting this strategic initiative include:

- Staff and Board development
    - Continued Quality Standards training

- Uphold an accountable work environment
    - Held employees accountable to meet their goals and position expectations
    - Monitored and reported on progress of individual, division, department and Agency goals

- Encourage innovation, creativity
    - Cultivated an environment that supports creative thinking
    - Celebrated Park District and employee anniversary milestones
    - Encouraged and supported continuous learning for Board members and staff

GFOA Reporting Award

For the 12th consecutive year, Wheeling Park District received the Government Finance Officers Association's Certificate of Excellence in Financial Reporting.

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PLANNING AND DEVELOPMENT

I. DESCRIPTION OF AREA

Planning and Development is a function within the Administration Department, reporting directly to the Executive Director. The operation, which is comprised of the Superintendent of Planning, serves as support to the entire District in providing planning, design, construction documentation, permitting, and construction administration expertise.

Planning and Development provides support and initiative relative to areas that require thoughtful examination of long-term planning outcomes to protect the best interests of the Park District and the communities it serves. Such areas often include the writing and review of documentation to ensure the continued protection of properties, facilities, and programs.

In contrast to previous years, 2016 was primarily dedicated to preparing construction and permit documents in support of obtaining permits and approvals for neighborhood parks, in accordance with the Neighborhood Park Improvement Plan. Although the planning and design process for Horizon Park began in the fall of 2014 and extended into the summer of 2015, construction documentation, permits and approvals extended well into 2016 due to the recently revised Watershed Management Ordinance requirement of the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC). Final permits were obtained in early summer 2016 and construction began in earnest shortly after.

As stated in previous Annual Reports, the redevelopment of Heritage Park was the most significant project undertaken by Wheeling Park District. It should be noted that in the latter half of 2014, and extending throughout 2015, Planning and Development staff worked diligently with MWRDGC staff to establish a method and procedure to close out the construction project and transfer the landscaping to Wheeling Park District to ensure the entire park met the District's standards at the time of its opening in 2015, and well into the future. As such, the final closeout of the project was officially approved by the Board of Commissioners through the Heritage Park Flood Control Facility — Letter of Agreement dated February 2, 2016.

Similarly, the Wheeling Town Center development has been a focus of the Wheeling community since 2011, and its effect on Heritage Park presents both challenges and opportunities. This impact cannot be overstated in both the physical scope of the proposed project and the actual development and easement requests made by the developer. Accordingly, staff maintained its continued involvement in this project during 2016 to ensure Wheeling Park District is represented in the planning, design, and development process

While utility easements and cross-access easements were a continued negotiated item throughout 2016, staff and Park District legal counsel were diligent in ensuring that requests were thoroughly vetted and detailed in the documentation necessary to comply with each request. The utility easements were subsequently approved and executed by the Board of Commissioners in 2016.

Related to both the Wheeling Town Center development and the cross-access easement is the installation of a signalized intersection at Dundee Road and Community Boulevard. While this improvement has been on the radar since 2007, the installation was finally completed in

November 2016 and became operational shortly thereafter, providing a much-needed, safe and direct vehicular entry into Heritage Park.

II. 2016 ACCOMPLISHMENTS

Heritage Park Naturalized Landscape

As part of the negotiated closeout of the Heritage Park Flood Control Project, the Park District received a $380,000 credit to assume responsibility for the remaining landscape work under the subject contract. The scope of work included the remaining naturalized landscape installation and maintenance throughout Heritage Park, including all the work required under the U.S. Army Corps of Engineers permit.

Upon closing out the project under the terms noted, the Park District entered into a three-year agreement with the V3 Companies of Illinois to provide implementation, maintenance, and management of the native vegetation in Heritage Park.

When staff initiated the process of documenting the landscape deficiencies in June 2014, V3 Ecologists and Landscape Specialists assisted Park District staff in verifying and quantifying not only the existing conditions, but potential long-term implications that might result from improper or negligent installation and maintenance of the naturalized areas. As part of this documentation, V3 established an Opinion of Probable Costs associated with the installation and maintenance of revegetation and three-year management of naturalized areas, and revegetation and three-year management of Basin E. This information was used to assist the Park District in negotiating the credit amount to be provided to the Park District to assume responsibility for all landscaping at Heritage Park.

As the engineering consultant to the Park District for Heritage Park since March 2010, V3 has provided documentation review and professional opinions on behalf of the Park District, as well as direction and advice during the construction of the recreational and storm water improvements at Heritage Park. In addition, the Wetlands and Ecology Group of V3 provided on-site observation of the installation of native plant materials.

The following is a general summary of the work that was completed by V3 in 2016, under the supervision of Planning and Development staff:

<u>April</u>

- Weed control, focusing on the eradication of reed canary grass around the lake edge and Basin E
- Pre-seeding weed control of the prairie areas west of the Performance Pavilion and lake edge
- Removal and disposal of the prairie fence enclosures west of the Performance Pavilion

<u>May</u>

- Followed up on eradication of reed canary grass
- Supplemental seeding of the prairie slopes of Basin F
- Supplemental seeding of the prairie areas west of the Performance Pavilion
- Additional weed control targeting teasel, thistle, clover, and plantago in all the prairie areas
- Site inspection of Basin E to evaluate conditions and prepare a final plant plug mix

June

- Weed whipping of sweet clover and other biennial weeds within all the prairie areas
- Installation of supplemental plant plugs along the lake edge, and new plant plugs in Basin E

July/August/September/October

- General weed control targeting cattails, common reed, and purple loosestrife
- Basin F mowing
- Bioswale mowing
- Reinstallation of goose protection fencing in and around Basin E
- Irrigation of Basin E plugs as necessary
- Preparation and submission of permit documents to conduct a prescribed burn in 2017
- Removal of fencing enclosures west of the Performance Pavilion
- Removal of goose protection fencing in and around Basin E
- Removal of the lake edge enclosures

In addition, V3 staff also began the process of preparing the Monitoring Report as required by the U,S. Army Corps of Engineers permit.

Heritage Park Master Plan Update

The planning, design, and development of Heritage Park was, and continues to be, a significant undertaking on the part of Wheeling Park District. As the park develops, it is important to understand why variations to the original Master Plan may have occurred and how those variations still reflect the program and vision for Heritage Park, as outlined in the 2009 Heritage Park Master Plan and Report.

As such, staff prepared an update to the Heritage Park Master Plan documenting how and why Heritage Park evolved from the design and program, as identified in the 2009 Heritage Park Master Plan and Report, to its current condition and use. The document, titled "Heritage Park Master Plan Update," is considered a supplement to the Heritage Park Master Plan and Report.

With the understanding that the Heritage Park Master Plan Update will serve as additional documentation to support the development of Heritage Park, the Park District Board of Commissioners adopted the report on September 6, 2016.

Horizon Park

The Horizon Park planning and design process shifted in 2016 to the construction documentation and permitting phases of the project as staff began working with an engineering consultant to ensure that the construction documents were to a level of detail necessary to meet the requirements of all permitting agencies. The Village of Wheeling Plan Commission, which had conditionally approved the improvements at Horizon Park in September 2015, gave its final approval after additional detail was provided at a January 28, 2016, hearing.

Throughout the winter, leading into mid-May, staff worked diligently with the consulting engineer to secure the permits required through MWRDGC, IDNR, Illinois Historic Preservation Agency, IEPA, and the Village of Wheeling. By June, all permits had been obtained, and Park District staff was able to begin substantial construction operations.

The playground equipment, which was designed and selected with input from the neighborhood residents, was approved by the Board in February for purchase through The Cooperative Purchasing Network.

Reconstruction of the parking lot and the construction of the asphalt path, which was the only construction work not to be performed by Wheeling Park District staff, was bid in late May. A contract was awarded in June to a local asphalt paving company that submitted the lowest responsible bid (at nearly 23% below the line item estimate for the scope of work).

Additional site features included two Poligon shelters and a custom sail-shade system that were authorized for purchase in July, as well as multicolored synthetic turf surfaces that were approved by the Board and ordered in the fall.

<u>Mark Twain Park</u>

Park District staff met with staff from School District 21 and Twain School in October to discuss the issues and opportunities relative to planning and developing the Twain School site as a shared neighborhood park/school facility. Through these joint efforts, a playground concept and site master plan was developed that achieves the needs of the elementary school while providing the residents with a neighborhood park in accordance with the Park District's mission.

The planning, design, and development of this cooperative project followed Wheeling Park District's "People-Driven Park Design" process beginning with a Listening Session on November 14 with staff of Twain Elementary School and CCSD 21, as determined by the school. On the evening of November 17, a general Listening Session was conducted with the neighborhood residents.

As with previous neighborhood park improvements projects, the information gathered at these forums, along with a prepared site inventory and analysis, formed the program and basis of the design concepts that will be presented back to the school and neighborhood residents in a series of public presentations scheduled to begin in early 2017.

In addition, staff submitted an application for a matching grant to help fund the playground portion of this project. The grant is funded through a partnership between IPRA, PlayCore and GameTime, and is intended to assist applicants in utilizing best practices guidelines to incorporate key elements of play, as well as the principals of inclusive design throughout the play spaces.

ADMINISTRATIVE SERVICES

I. DESCRIPTION OF AREA

Administrative Services reports directly to the Executive Director and functions as part of the Administration Department. The operation encompasses all aspects of human resources, training initiatives, risk management, and information technology. A Director headed the Administrative Services Division in 2016, with support from the Human Resources Manager, Risk Manager, IT Specialist, and a part-time clerk.

II. 2016 ACCOMPLISHMENTS

Human Resources

Payroll

With the start of 2016, Human Resources assumed the responsibility for payroll administration. After reviewing the limitations of the current dual-entry payroll systems, staff began researching alternative options for a more streamlined payroll platform with a comprehensive scope. Staff met with, and received proposals from, the top three vendors that best met the Agency's needs, ultimately selecting ADP for its ease of use for employees, managers, and administrators. During its October 18 meeting, the Board approved a renewable, one-year agreement with ADP for the purchase of a payroll outsource system, effective January 2, 2017.

Recruiting and Hiring

Agency operations grew in 2016, necessitating the hiring of additional staff. Over the course of the year, 1,012 applications were received and reviewed for a total of 40 open positions (14 full-time and 16 part-time), which was a slight increase from the 1,003 applications received in 2015. The Agency on-boarded 14 full-time employees in 2016, compared with 9 in the previous year. With regard to part-time staffing, 130 new candidates were interviewed. Part-time staff hires decreased slightly, from 300 in 2015 to 283 in 2016, due to a higher staff retention rate.

Based on challenges with seasonal staff retention in 2015, HR engaged in more active efforts to enlarge the applicant pool in 2016. These efforts included hosting two job fairs, meeting with students at Wheeling High School, and representing Wheeling Park District at a Stevenson High School job fair.

STAR — Special Thanks and Recognition

The Special Thanks and Recognition (STAR) program continues to serve as the means for staff members to acknowledge and reward coworkers for going beyond their normal duties. Surveys administered throughout the year encouraged employee engagement in the recognition event planning process. This led to moving the location of the annual ice cream social to the Heritage Park Performance Pavilion, which resulted in this event being rated highly by staff.

Special
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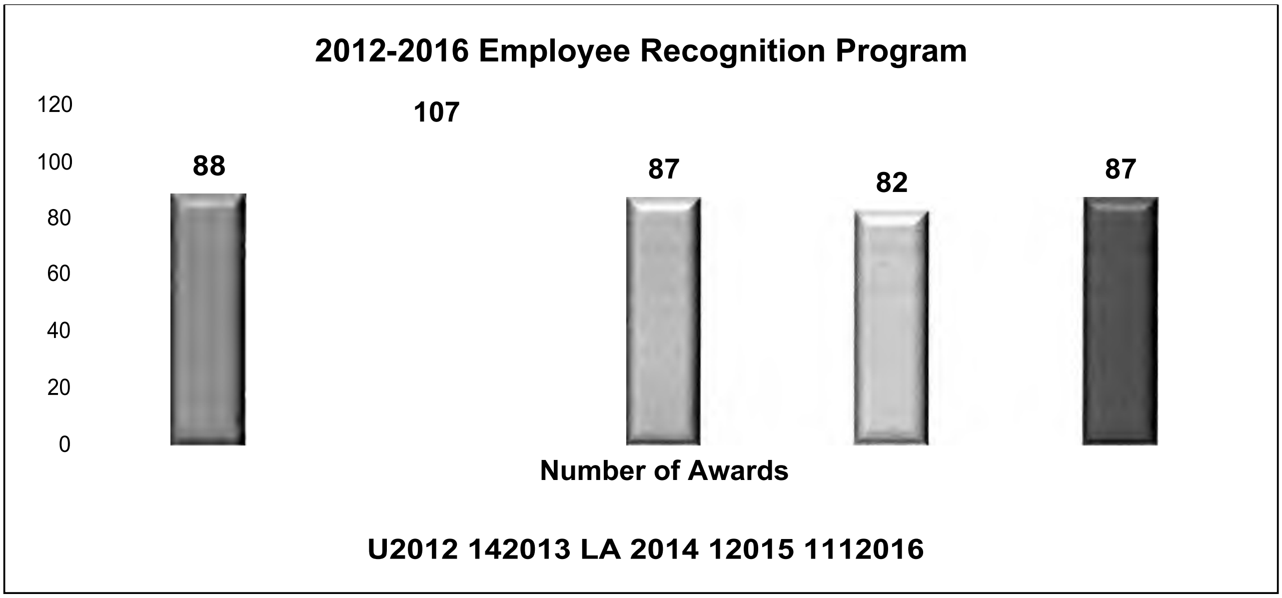
Recognition

As illustrated in the graph that follows, 87 STAR cards were awarded throughout the Agency in 2016, which is a slight uptick from 82 in 2015.

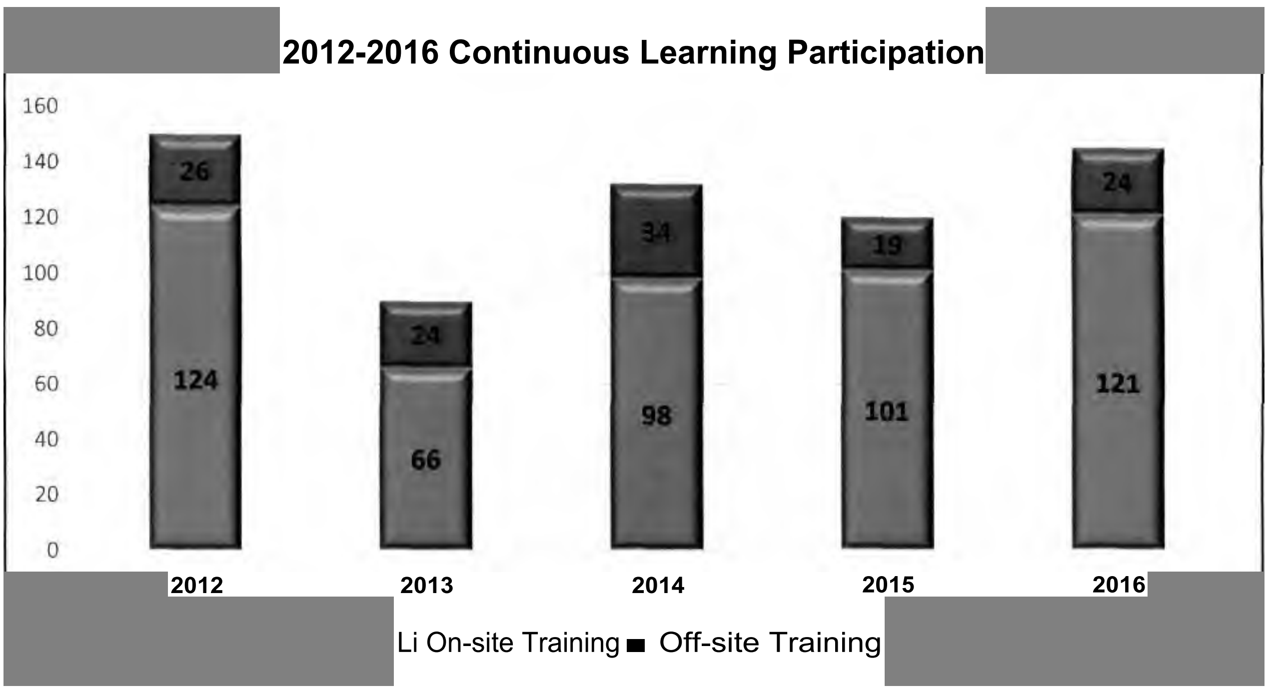


Wellness
In 2016, the Agency continued with its participation in the PATH (Positive Activities Towards Health) wellness program administered through PDRMA. In PATH, staff members have access to a multitude of wellness resources, such as exercise trackers, diet plans, healthy eating articles, health coaching, smoking-cessation resources, and health webinars. PATH has allowed each enrolled staff member to take a more active role in seeking out the wellness resources best suited for him or her. Three wellness initiatives were offered in 2016 through the PATH program, which included the Health Risk Assessment, the *Walk It Out* wellness program, and the *Maintain Don't Gain* wellness program. The Health Risk Assessment (HRA) provided health assessments, as well as health coaching, to staff in an effort to increase overall employee health at the Agency. In 2016, 63% of benefits-eligible staff members participated in the HRA. The wellness programs provided staff members with tools to improve their overall wellness in terms of diet, exercise, rest, and work strategies. Additionally, the Agency hosted two lunch-and-learn sessions, as well as promoted a *Stepping Up to Wellness* 5K whereby staff could earn PATH points by participating.

Continuous Learning
There were 121 on-site staff trainings offered in 2016. This demonstrated a significant uptick from the 101 trainings offered in 2015. A total of 405 staff members attended these classes. Topics covered CPR/AED, First Aid, Safety, Driving Standards, Hazard Communication, Facility Specific Emergency Procedures, AppliTrack/HR Files Orientation, Supervisory Training, TIPS (Concession and On-Premise), Crisis Management, Lifeguard, RecTrac, Accident/Incident Reporting, Certificate of Insurance, CityReporter/tablet, Lifting Safely/Slips, Trips, & Falls Safety Training (English and Spanish), Ergonomics and Stretching (English and Spanish), Bus Driver, Safe Food Handling, Cash Handling, Parks Safety, Police

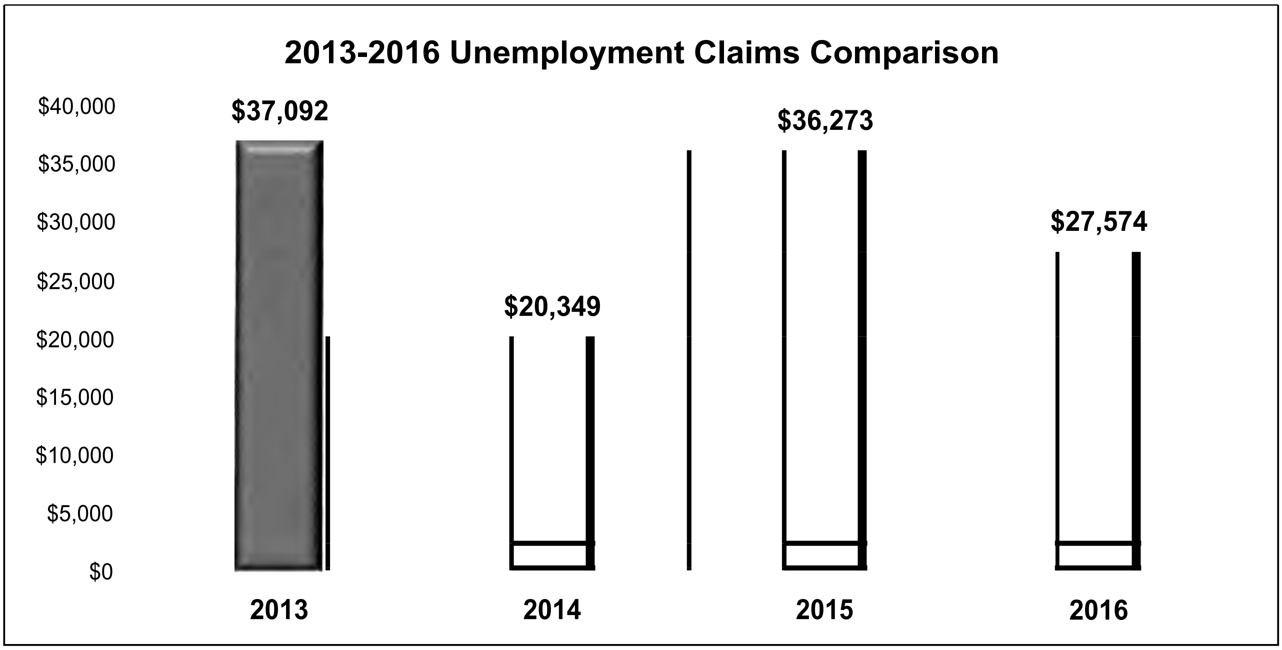
Orientation, Excel, Google Calendar, General Orientation, Performance Evaluation, Forklift Training, Healthy Diets Lunch and Learn, and Snowplow Training.

In addition, 25 staff members attended 24 off-site training sessions. This demonstrated a significant increase from 34 total off-site trainings attended in 2014. These included IAPD/IPRA Conference, PDRMA's HELP program, TIPS Instructor Course, US Soccer D License, National Day Camp Conference, PDRMA's Aquatics Risk Management Day, CompTIA Security Bootcamp, Food and Sanitation Manager Certification, HRCI Professional HR Certification, IAPD Legislative Conference, Ellis Roundtable, NRPA Congress, FLSA Legislative Updates, FMLA Training, First Aid and CPR/AED Instructor Course, Engaging Youth in Creative Playmaking, Club Industry Show, GolfNow, Certified Playground Safety Inspector, Food Safety Manager, Risk Management (PDRMA) Institute, and the IAPD Legal Symposium.



Unemployment

All PDRMA Property/Casualty coverage program members are automatically part of the unemployment compensation program. This program offers Wheeling Park District access to control services provided by outside consultants specializing in unemployment claims. In 2016, the Park District paid total claims of $27,574 through a reimbursing method. This demonstrated a decrease of claims payments compared to $36,273 in 2016.



Risk Management

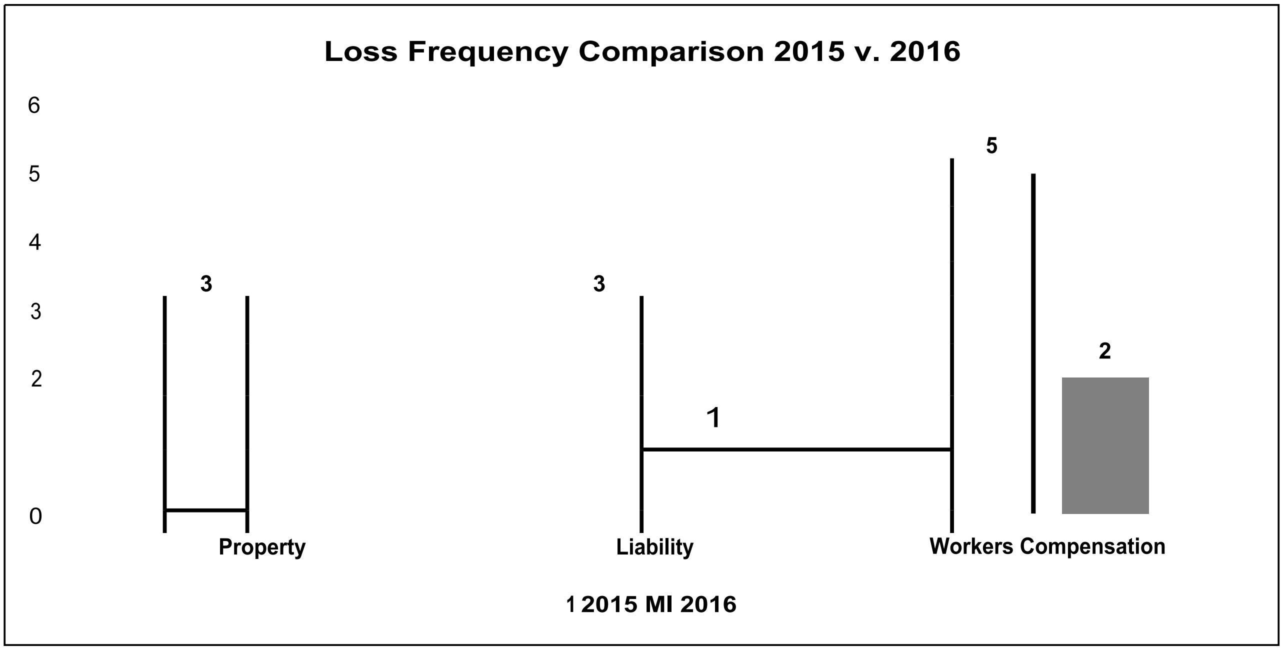
Loss Summary

The following table summarizes the 2016 loss experience at Wheeling Park District. The estimated dollars associated with each type of loss are based on a combination of open and closed claims; therefore, the actual cost may increase or decrease by the time a claim is finally resolved. Each open claim's cost has been estimated by PDRMA through assigning a reserve to help plan for future anticipated costs for that claim.

2016 Loss Experience

Claim Type	Reported to PDRMA	Open Claims	Closed Claims	Total Estimated Losses
Property Losses	2	1	1	$111,399
Liability Losses (includes vehicles)	1	1	0	$ 3,000
Workers Compensation	2	1	1	$ 29,181
Pollution Losses	0	0	0	NA

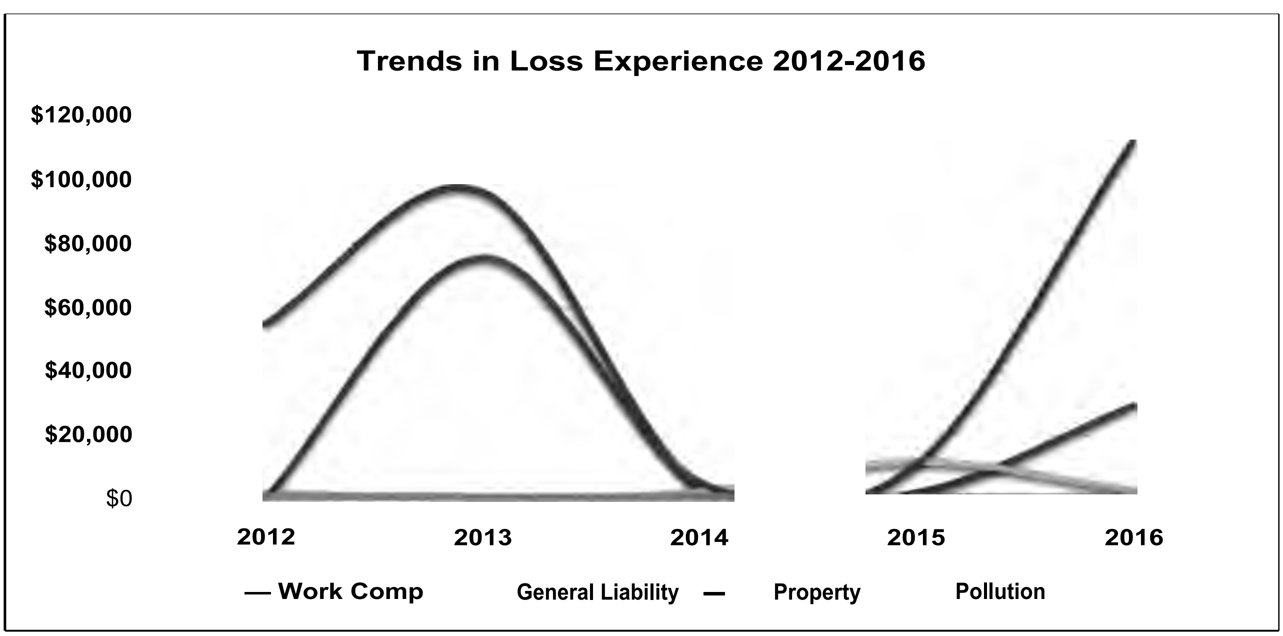
The graph below illustrates the number and types of claims filed in 2015 versus 2016.



The Park District's loss experience for the five-year period from 2012-2016 is summarized in the following table and graph.

2012-2016 Loss Summa

Coverage Type	Events	Total Amount
Property	16	$203,107
Liability	9	$ 19,438
Workers Compensation	33	$185,990
Pollution	0	NA



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Loss Reduction Efforts in 2016

There were 36 safety-training sessions offered to Wheeling Park District employees in 2016. Several of these classes were offered in Spanish based on the staff population. Topics included CPR/AED training, Accident/Incident Reporting, OSHA classes, and Loss Prevention. These were in addition to the safety orientations provided to new lifeguards, camp counselors, and other part-time and seasonal employees. These trainings also incorporated updated manuals, such as Hazard Communication, Personnel Policy, and Crisis Management. Eleven full-time employees attended the PDRMA Risk Management Institute, which covered a variety of Risk Management topics and trends. The safety trainings in 2016 provided to full-time, part-time, and seasonal employees were essential tools in managing risk throughout the year.

In order to promote a culture of safety throughout the Park District, the Safety Committee was refocused and reorganized. Committee representation includes staff from Guest Services, Recreation, Athletics, Aquatics, Parks, Facilities, Human Resources, Golf Operations, Golf Maintenance, and Food and Beverage. The goal of the Safety Committee is to meet throughout the year to discuss newly identified trends and concerns in each of the respective areas, and to prevent and mitigate losses for the Park District.

In a continuation of ergonomic best practices established in 2015 with an orthopedic consultant, Parks and Facility Maintenance staff recommitted to proper functional body mechanics in their day-to-day operations. This program was vital to the District's injury-prevention program in 2016.

The Park Attendant program continued again from March to October. Park Attendants provided additional security, operational support, and guest service for various events at the Heritage Park Sports Complex and Performance Pavilion. In addition, Park Attendants continued to support operations during concerts, movie series, and special events at the Heritage Park Performance Pavilion. These operations included setup, following inventory controls, selling alcohol, providing on-site first aid support, and maintaining the "no alcohol in or out" policy. Outside of Heritage Park, Park Attendants welcomed and assisted park guests, checked in on athletic programs, and performed high-frequency park inspection reports. With guidance and support from the Village of Wheeling Police Department, this program met its intended purpose of providing a friendly and supportive presence throughout the park system during the busy summer months, while simultaneously enforcing conduct ordinances.

Information Technology

The following list provides a highlight of major technology projects completed in 2016.

- Installed new server and replaced storage cluster in the CRC computer room
- Migrated from ACTIVE Net's Class recreation management system to Vermont Systems' RecTrac
- Migrated Chevy Chase from ForeUp's point-of-sale system to Club Prophet for golf and food operations

- Continued the ongoing process of migrating and replicating data to an off-site data center for disaster recovery purposes
- Added, upgraded, and replaced a number of security cameras throughout Chevy Chase, including new high-definition cameras, along with another server
- Installed and implemented a new Help Desk system to better service District staff's support and request needs
- Replaced thin clients and network hardware with new computers and firewalls at two remote school sites to improve access and availability
- Configured mobile tablets and a laptop to be used as point-of-sale devices for outdoor events at Heritage Park Performance Pavilion
- Continued deployment of new hardware per District replacement plan
- Completed the installation and implementation of a licensed microwave-communication system between CCCC, the Parks & Facility Services building, and the CRC, improving network availability and capacity

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PARK AND RECREATION SERVICES

I. DESCRIPTION OF OPERATIONS

In 2016, the Park and Recreation Services Department was comprised of two divisions — Recreation Services, and Parks and Facility Maintenance — offering recreation programs and services while maintaining parks and recreation facilities owned and operated by Wheeling Park District.

Recreation Services Division

The Recreation Services Division is responsible for youth and adult athletics, special athletic programs, Preschool, early childhood programs, camps, before- and after-school programs, general programs, dance, art, adult/senior programs, and Arctic Splash pool programs and operations.

The Recreation Services Division utilizes Heritage Park, the Community Recreation Center (CRC), Arctic Splash, Horizon Park, the Village of Wheeling's Pavilion Senior Center, Wheeling High School, and Community Consolidated School District 21 school sites to provide its programs.

Community Recreation Center

The CRC was originally constructed in 1994. In 2000, the Arctic Splash pool and the Fitness Center were added to the facility. The CRC is currently a total of 77,674 square feet. The first floor is 36,020 square feet, the second floor is 20,876 feet, and the Arctic Splash/Fitness Center area totals 20,778 square feet. Other amenities include the following:

- One multipurpose room, four activity rooms (two large and two small), an arts and crafts room, an aerobics dance studio, two group-exercise rooms, one fully equipped kitchen, and a Boardroom
- Three Preschool classrooms, and one small kitchen
- Multipurpose gymnasium (configurable as a full basketball court, two half-courts, or a full-length volleyball court)
- Indoor walking/running track
- Two private locker rooms, two public locker rooms, and a family locker room

The Arctic Splash indoor aquatic center has a 400-bather load capacity and is comprised of an activity pool and separate lap pool. The activity pool contains 39,573 gallons of water and features interactive water play structures, mini lazy river, and a toddler slide. The lap pool has four, 25-yard lap lanes and holds 61,425 gallons of water.

Cooperative Facilities

The Park District and Community Consolidated School District 21 constructed — and jointly own — the gymnasiums at Mark Twain and Booth Tarkington Schools. The two districts manage the gymnasiums through an intergovernmental agreement, whereby the schools conduct classes during the day and the Park District has the opportunity to hold its programs in the evenings and on weekends. In 1992, School District 21 and the Park District entered into an intergovernmental agreement to offer before- and after-school programs at designated schools. The program currently operates at Field and Tarkington Schools. Students from Twain are accommodated via bus transportation provided by School District 21.

In 2011, the Park District cooperated with Township High School District 214 to construct, and jointly own, an all-turf field at Wheeling High School. Wheeling High School and the Park District both program usage of the field. The field is used for flag and tackle football leagues, youth soccer, special events, and other Park District programs, in addition to the high school's athletics.

In 2013, the Park District entered into an intergovernmental agreement with School District 21 for field maintenance and management. Under the agreement, the Park District operates and maintains the open field space at District 21 school sites in Wheeling. This space is used for Park District programs, special events, and activities.

In 2016, the Park District and School District 21 met to better streamline, refine, and improve all existing Intergovernmental Agreements into one, concise, agreement that allows for the continued partnership between the two governing bodies. On July 19, the Park Board ratified the agreement and School District 21's Board did the same at a school board meeting later that month.

II. 2016 PARK & RECREATION SERVICES ACCOMPLISHMENTS

- Expanded the Summer Entertainment Series at Heritage Park Performance Pavilion to largest crowds in program history
- Revised, updated, merged, and improved the Intergovernmental Agreements with Community Consolidated School District #21
- Hosted record-breaking number of guests and events at Heritage Park Sports Complex
- Hosted second annual FitKids Triathlon, doubling participation from 2015
- Earned a majority of "exceeds" ratings on Ellis and Associates aquatic safety audits
- Launched a new fitness and wellness membership plan to include group-exercise classes
- Completed the Fitness Center remodeling project with in-house staff
- Installed new Tornado Shade System structures at the Performance Pavilion
- Installed new safety surfacing at Tsunami Splash
- Executed a full complement of new Districtwide special events
- Completed the new RecTrac recreation software installation and migration
- Hosted 911 total rentals at Heritage Park Sports Complex
- Surpassed 2015 attendance at the Family Aquatic Center with 58,793 total guests, averaging 700 guests per day

III. DESCRIPTION OF PROGRAMS

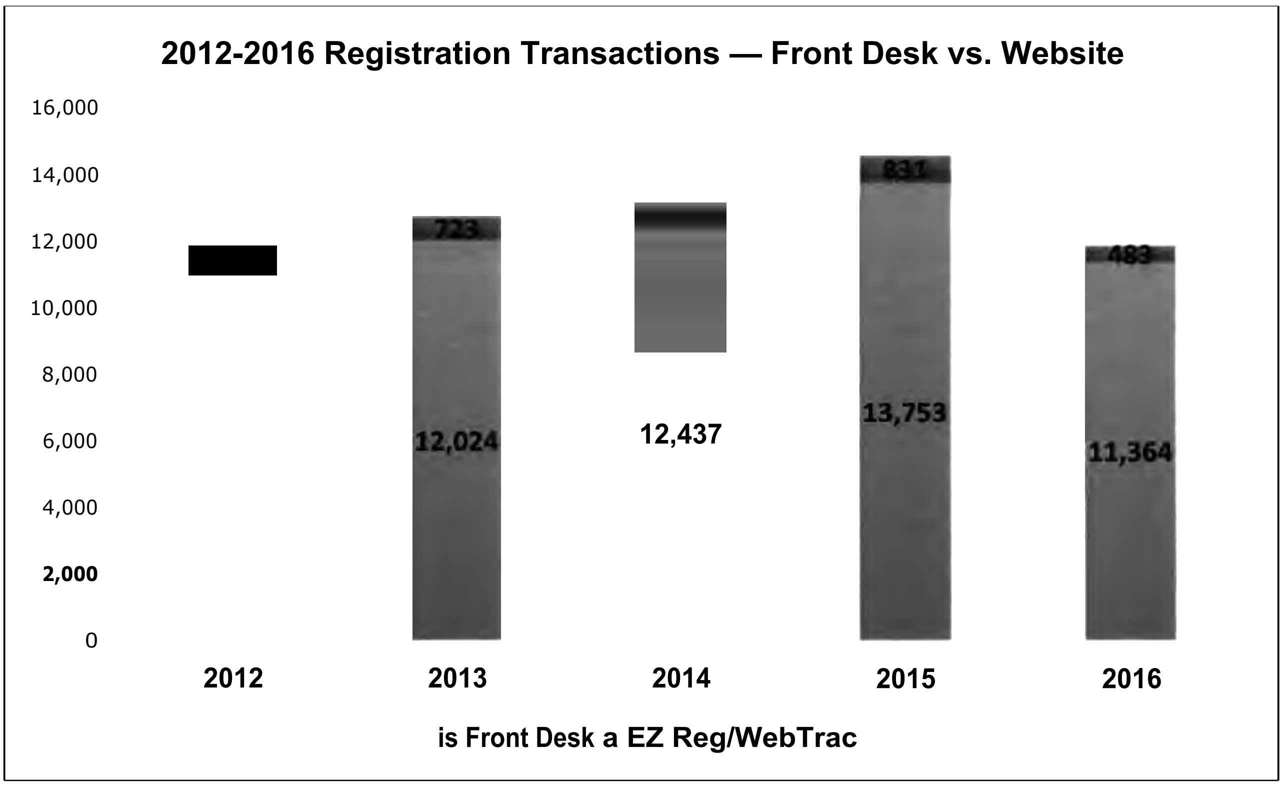
During 2016, the Park and Recreation Services Department offered 1,633 courses, attended by 10,853 participants. Participation numbers do not include fitness, wellness, open gym, drop-in, track use, or special event programs, as those are measured through different metrics.

Program Registration

The total annual program transactions, which include registrations and withdrawals, show an increase versus last year. In April 2016, the District converted from Class to RecTrac, thereby changing the online registration system from EZ Reg to WebTrac. Educating guests on how to utilize WebTrac is ongoing.

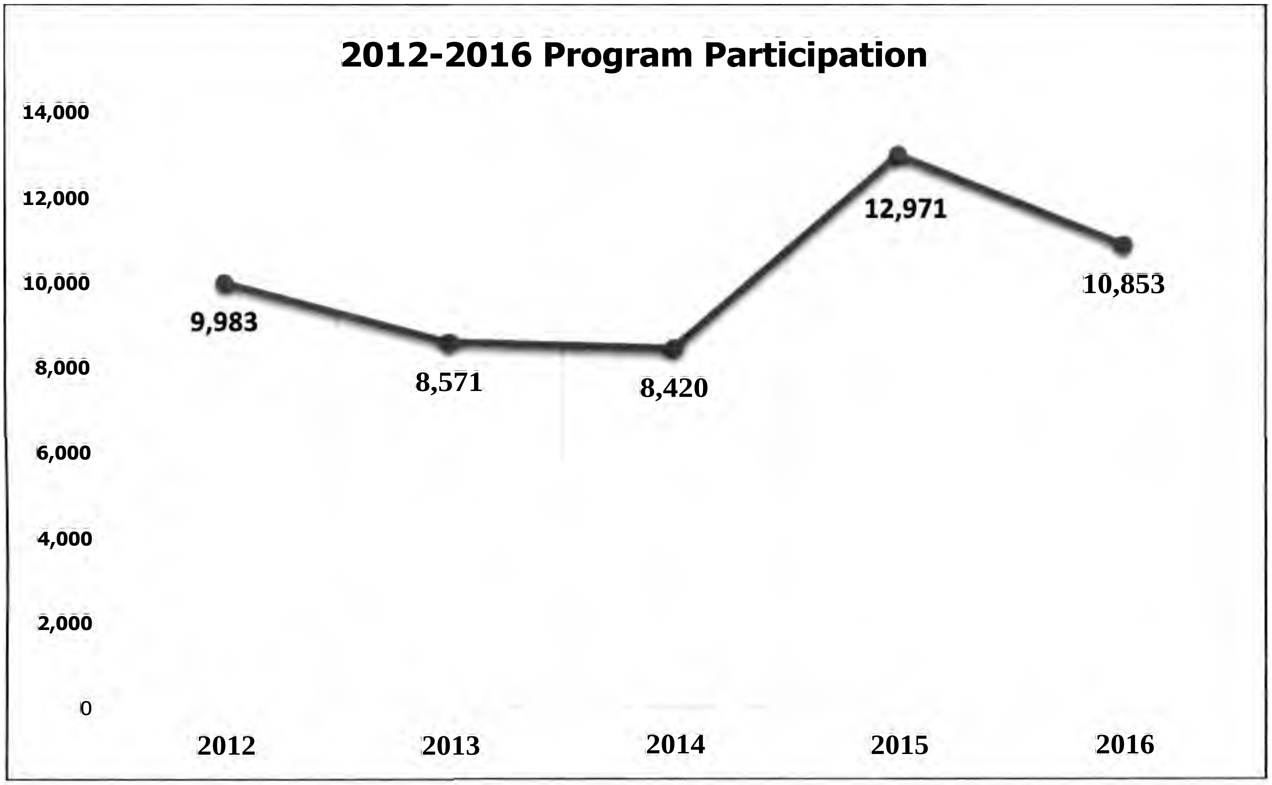
Program registration data for the years 2012-2016 is represented in the tables and graphs that follow.

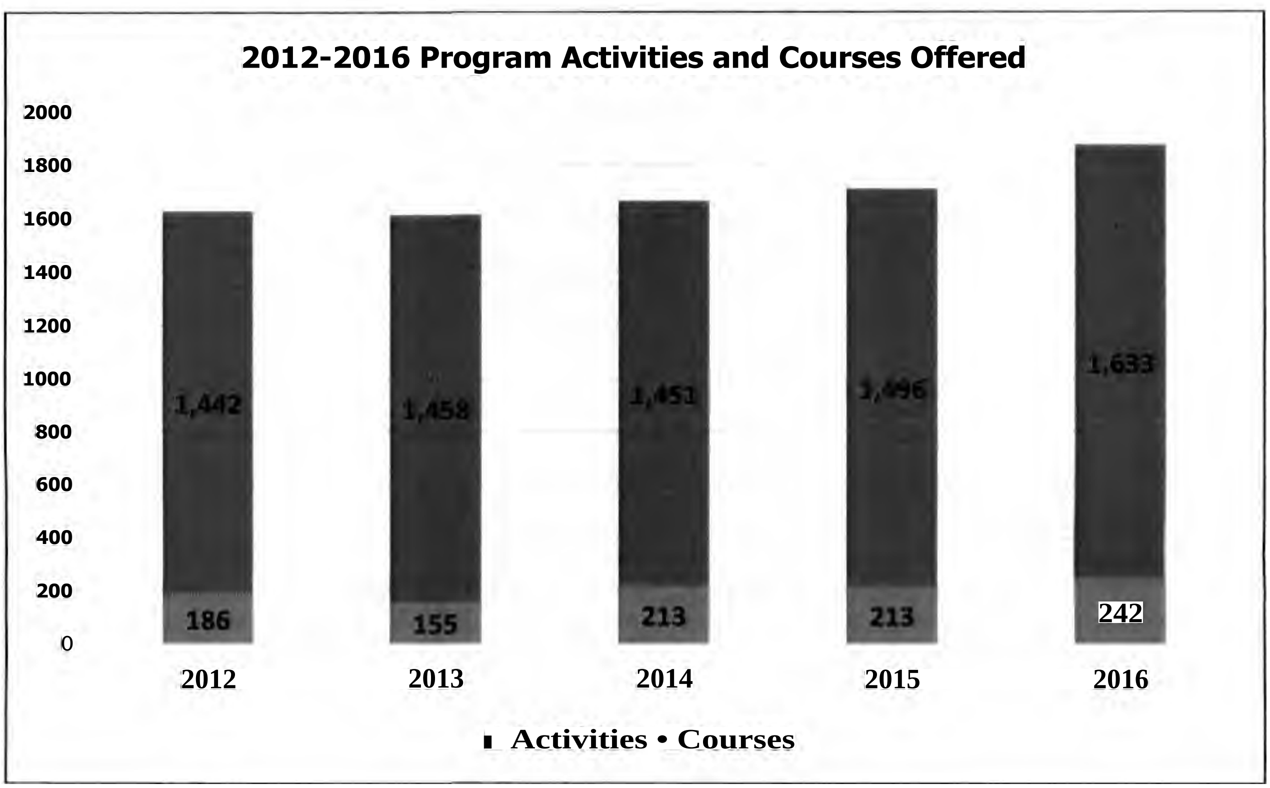
	Transactions Front Desk	% Total	Transactions EZ RegfWebTrac	% Total	Total Transactions
2016	11,364	96%	483	4%	11,847
2015	13,753	94%	831	6%	14,584
2014	12,437	95%	691	5%	13,128
2013	12,024	94%	723	6%	12,747
2012	11,324	95%	559	5%	11,883



Season	Activities	Courses	Cancelled	Participation	Cancellation Rate
2016 Total	**242**	**1,633**	**239**	**10,853**	**15%**
2015 Total	**213**	**1,496**	**214**	**12,971**	**14%**
2014 Total	**213**	**1,451**	**230**	**8,420**	**16%**
2013 Total	**155**	**1,458**	**137**	**8,571**	**9%**
2012 Total	**186**	**1,442**	**162**	**9,983**	**11%**
Winter 2016	**65**	**378**	**63**	**1,709**	**16%**
Winter 2015	53	367	61	2,157	16%
Winter 2014	58	361	66	1,711	18%
Winter 2013	43	393	35	1,754	9%
Winter 2012	43	437	65	1,565	15%
Spring 2016	**39**	**124**	**9**	**626**	**7%**
Spring 2015	30	118	20	597	17%
Spring 2014	40	133	34	612	26%
Spring 2013	25	80	15	463	19%
Spring 2012	29	101	22	539	22%
Summer 2016	**59**	**568**	**68**	**5,013**	**12%**
Summer 2015	75	624	83	5,245	13%
Summer 2014	61	549	99	4,283	18%
Summer 2013	43	552	31	4,222	6%
Summer 2012	54	499	35	5,681	7%
Fall 2016	**76**	**555**	**99**	**2,478**	**17%**
Fall 2015	52	376	49	2,123	13%
Fall 2014	52	400	30	1,653	8%
Fall 2013	44	423	56	1,928	13%
Fall 2012	57	398	39	1,987	10%
Perpetual 2016	**3**	**8**	**0**	**1,027**	0%
Perpetual 2015	3	11	1	*2,849	9%
Perpetual 2014	2	8	1	161	13%
Perpetual 2013	2	10	2	204	20%
Perpetual 2012	3	7	1	211	14%

**A change in the way Children in Action registration is handled and reported accounts for larger number.*


2012-2016 Program Participation
14,000
12,000
10,000
8,000
6,000
4,000
2,000
0
9,983
8,571
8,420
12,971
10,853
2012
2013
2014
2015
2016


2012-2016 Program Activities and Courses Offered
2000
1800
1600
1400
1200
1000
800
600
400
200
0
1,442
1,458
1,451
1,496
1,633
186
155
213
213
242
2012
2013
2014
2015
2016
Activities • Courses

Park and Recreation Services Guest Experiences Key Points of Measurement

Area	Guest Experience Goal	Guest Experience Actual*
Rentals (non HPSC)	664	1,667
Program Registration	10,875	10,853
Drop-In	16,230	15,465
Facility Visits (non members)	40,294	40,630
Memberships**	2,068	2,980
Punch Cards	17,101	16,378
Member Visits	98,522	75,181
HPSC/Athletics	111,937	131,000
Total	**267,691**	**294,154**

** Due to the conversion from Class software to RecTrac software, some data are measured in a different manner, causing discrepancies. (The numbers above reflect the best data available at the time this report was prepared.)*
*** The "Goal" number represents memberships, and the "Actual" number represents members.*

Program Participant Evaluations

The Department has adopted the Net Promoter Score (NPS) as the method of evaluation. The question, simply stated, says: "On a scale of 1 to 10, 10 being the highest, how likely are you to recommend this program to your friends and family?" The number of promoters (anyone who scores a 9 or 10), less the numbers of detractors (anyone who scores 1-6), equals the NPS. This system provides staff with valuable information regarding how many participants are willing to put their name on the product and/or service.

A statistically-valid survey sample was conducted in 2016, with a 5% +/- margin of error. The results of that survey are shown in the following table.

NPS Score	# of Responses
10	313
9	66
8	85
7	26
6	8
5	13
4	2
3	7
2	2
1	3
	525
Promoters = 9,10	**72.19%**
Neutral = 7,8	**21.14%**
Detractors = 1-6	**6.67%**
2016 NPS:	**65.52%**

Athletics

Wheeling Park District adult athletic programs are designed to provide healthy recreational and competitive opportunities for adults. These programs allow participants to enjoy safe and structured activities in a pleasant atmosphere.

Wheeling Park District youth programs are designed to provide healthy recreation in an environment where children can have fun, as well as further develop athletic skills, teamwork, and sportsmanship through working with others. Competitiveness comes from the game itself, not by emphasizing score.

Athletic Participation Histo

Athletic Programs	2012	2013	2014	2015	2016
Youth	1,300	1,580	1,684	1,809	2,267
Adult Leagues (Teams)	88	64	245	257	291
Tournament Participants	162	182	844	1,214	1,184
Drop-In	*5,508	*12,483	'13,070	'15,202	**15,465

* Includes youth and adult open gym, badminton, pick eball, and ping-pong.
"* Includes youth and adult open gym, badminton, pickleball, ping-pong, adult open soccer, adult indoor futsal, and youth indoor futsal.

Trends
Participation in youth leagues increased by 25% from the previous year. The majority of the increase was due to the summer soccer program and a fall/winter super-rec soccer league. Youth basketball and the T-ball program had slight increases from last year.

Adult league participation increased by 14% from the previous year. Staff added several adult soccer leagues that comprise the majority of the increase. An adult basketball league was added this year, which helped the number of adult teams to increase as well. Adult softball remains steady, with adult volleyball having a slight decrease.

The drop-in sports continue to grow, and the future of sports is trending towards more open play and rentals of gyms and fields. Pickleball and badminton have been extremely popular, and staff expects pickleball to grow with the addition of clinics, lessons, and tournaments.

Staff concludes that in order to grow the programs that are currently being offered, additional facilities will need to be built or acquired. The addition of more gym space, or potentially adding a dome to HPSC, would allow staff to continue to build the programs that currently exist, and would allow staff to become more creative for new programs.

Preschool/Early Childhood

The focus and direction of the Early Childhood and Preschool programs are to encourage children's social, emotional, and physical development in a developmentally-appropriate recreational setting.

Day camp programs provide children with the opportunity to experience fun and adventure in a structured, noncompetitive atmosphere. Staff ensured camp objectives were met through the implementation of creative and innovative activities and experiences.

Early Childhood/Day Cam /Preschool Participation Histo

Programs	2012	2013	2014	2015	2016
Early Childhood	*238	345	*433	*494	*443
Youth Variety Programs	231	283	310	359	383
Camp/Camp Extended Care	3,707	3,253	2,732	3,785	3,908
Preschool	**76	**88	**71	**92	**116
Total	**4,021**	**3,686**	**3,546**	**4,730**	**4,850**

* Number excludes information that was already documented in Youth Athletics numbers.
** Number is based on fall school enrollment.

1

Trends

Preschool programs experienced tremendous growth in 2016, with the majority of the kids in the three-year-olds program. Two additional classes were added this year to accommodate the long waitlists.

Summer Camp also continued to experience growth in 2016. Staff attributes this to increased camp options, quality programming, and aggressive marketing. The format of Summer Camp, with week-by-week registration, continues to prove popular with parents. With this structure, participants have the option to try a different camp each week so they may achieve the most memorable experience possible. The 2-Day and 3-Day Flex Camps were also popular with parents, allowing them to plan summer camp around other activities, work schedules, etc.

Youth Variety programs have shown continuous growth over the past couple of years. That growth is attributed to increased participation in dance, and new cultural arts programs, such as cooking, science, and art, as well as the restructuring of piano and guitar classes.

Extended Care

Children who participate in programs within the Extended Care area enjoy unique enrichment activities, such as games, crafts, sports, entertainment, and other surprises. During non-school hours, children are supervised and cared for in a safe, structured environment.

Extended Care Participation Histo

Programs	2012	2013	2014	2015	2016
Children in Action	130	*73	*54	*75	*72
Day Off School	120	237	175	200	194
Winter & Spring Break Camps	NA	275	**452	331	518
Total	**250**	**585**	**681**	**606**	**784**

" Number is based on actual registrants/children; reports from previous years include same child multiple times.
** Number included post camp, which is now being accounted for in Summer Camp.

Extended Care Punch-Card Sales Histor

Children In Action	2012	2013	2014	2015	2016
10-Punch Card	NA	NA	54	43	36
5-Punch Card	NA	NA	66	74	26
Total	NA	NA	*120	*117	*62

"Punch cards were not an option in prior years.

Trends

Children in Action overall enrollment was slightly down from 2015.

Winter- and spring-break camps had a substantial increase in registrations in comparison with 2015. Staff attributes this growth to prior positive experiences, and aggressive marketing, as well as high 2015 summer-camp enrollment that attracted additional participants.

Seniors

The Park District maintained its cooperative relationships with other local government agencies to best serve the older adults of the community. During 2016, Stay Fit Fitness classes continued to be held at the Wheeling Pavilion Senior Center, while Oil Painting was offered at the CRC.

Additionally, the Park District successfully partnered with the Village of Wheeling throughout the year by providing bus transportation for adult activities, such as live-theater performances and other types of entertainment organized by the Senior Center.

Seniors Participation Histo

Programs	2012	2013	2014	2015	2016
Stay Fit Fitness	111	92	89	84	139
Oil Painting	180	171	178	196	177
Total	**291**	**263**	**267**	**280**	**316**

Trends

Seniors utilized the CRC in a variety of ways in 2016. The Fitness Center, group exercise classes, walking track, pickleball, and ping-pong were favorites for exercise and socializing. More of the Village's senior programs will be transitioning to the CRC during 2017 because the Pavilion Senior Center building will officially close at the end of the year.

IV. ARCTIC SPLASH

Arctic Splash Programs

The Arctic Splash indoor pool offers a variety of water-based programming for children (beginning at age 6 months) and adults. Guests enjoy swim lessons, special events, and specialty classes. Participants learn swim skills, as well as water- and sun-safety skills.

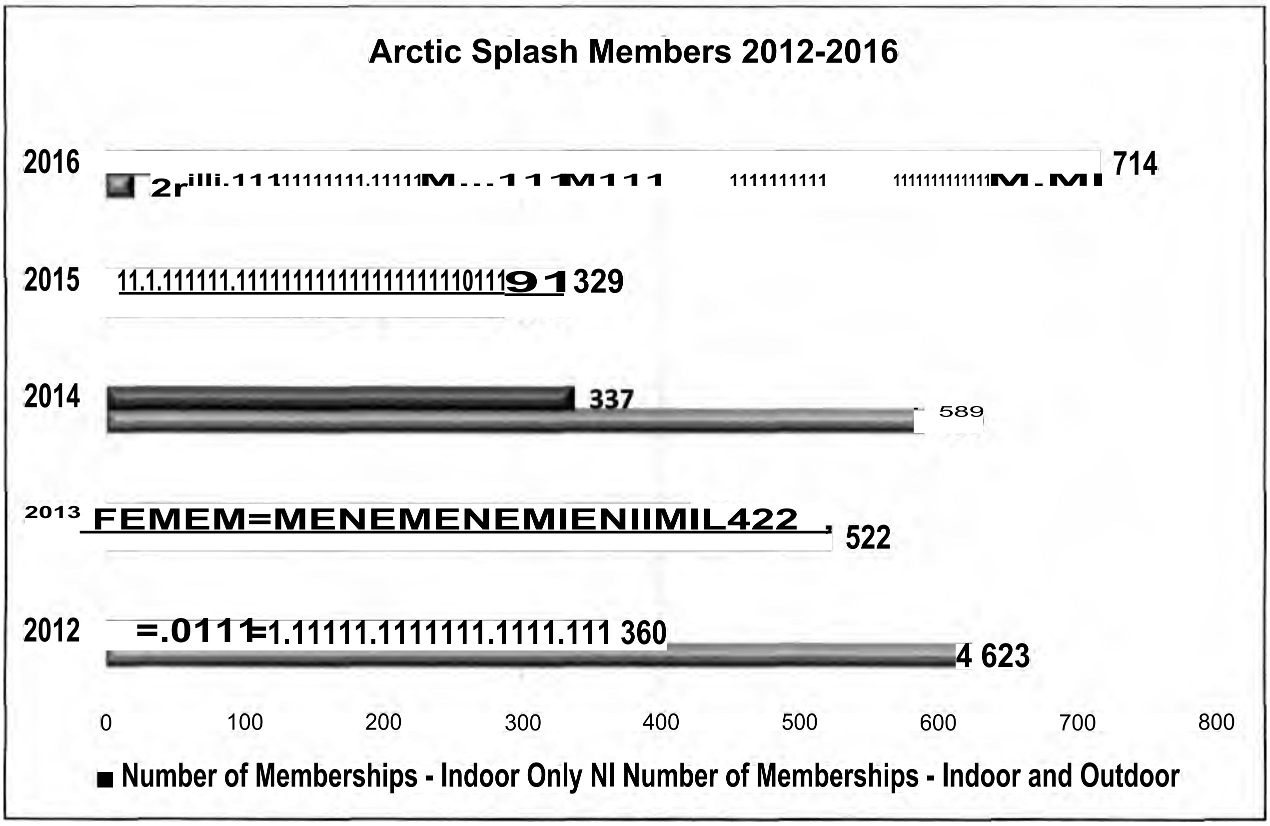
The following tables and graphs provide a summary of the facility's operation for years 2012-2016.

Arctic Splash Program Participation

Aquatic Programs	2012	2013	2014	2015	2016
Total	2,364	2,450	4,696*	4,503*	4,011

** Private and Semi-Private Swim Lessons formats changed in 2014. Staff now reports how many lessons are used, as opposed to sessions for which guests signed up.*

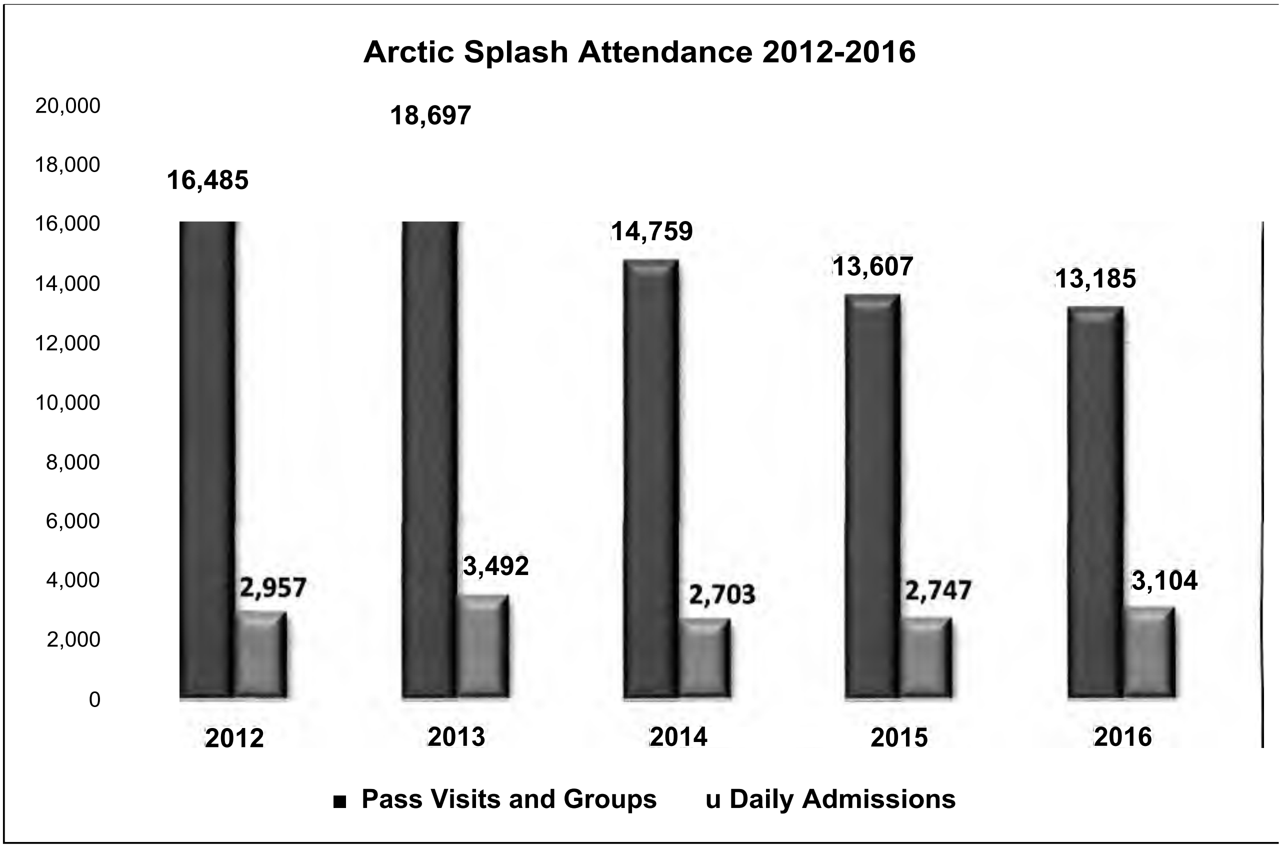
Trends
Swimming instruction continues to be a much-desired program. Specifically, private swim lessons are in very high demand. To better accommodate guests, the structure of registering, scheduling, and lesson implementation has been improved, resulting in an increase in participation and revenue.



Arctic Splash Members

Memberships	2012	2013	2014	2015	2016
Indoor and Outdoor	203	162	161	117	20*
Indoor Only	265	282	256	258	714
Total	**468**	**444**	**417**	**375**	**734**

** Due to RecTrac conversion, Indoor and Outdoor Pool Membership was not separately set up until October 2016.*
***Number is based on total members, as opposed to total memberships.*



Arctic Splash Attendance

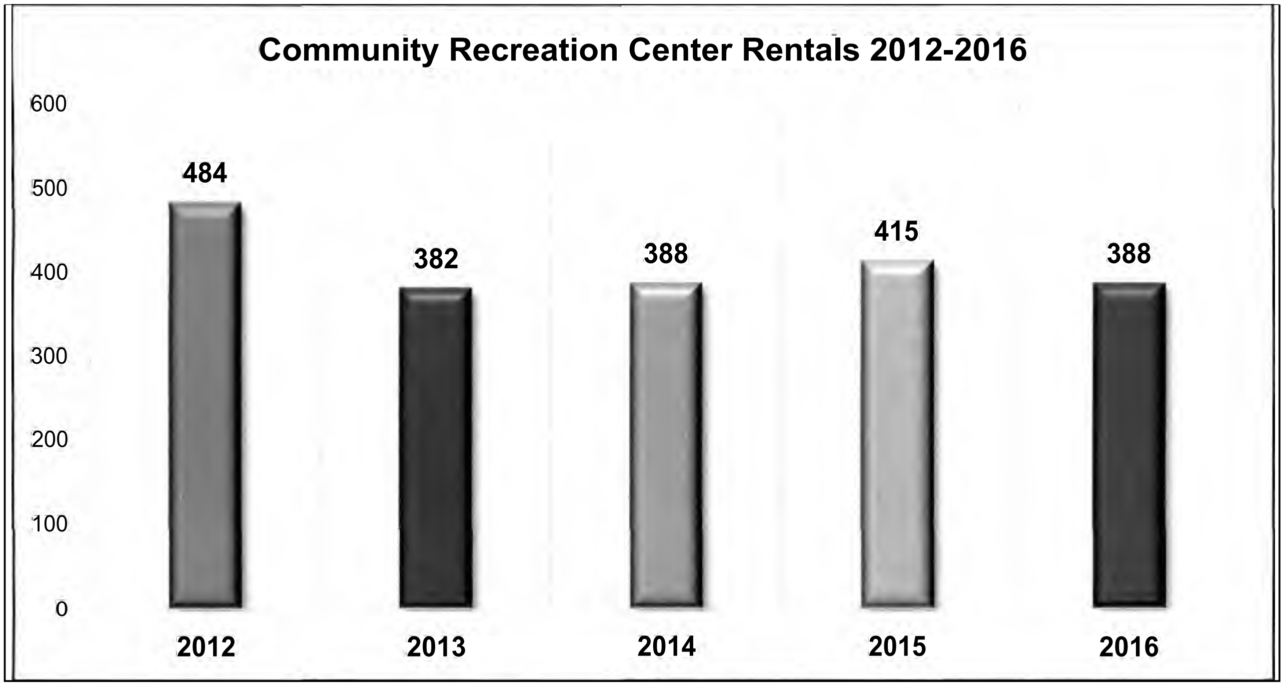
Attendance	2012	2013	2014	2015	2016
Total Daily Admissions	2,957	3,492	2,703	2,747	3,104
Total Pass Visits and Groups	16,485	18,697	14,759	13,607	13,185
Total	**19,442**	**22,189**	**17,462**	**16,354**	**16,289**

V. COMMUNITY RECREATION CENTER

The tables and graphs that follow summarize 2012-2016 rentals for the CRC, Childerley Park Chapel and Chamber Park Church, picnic shelters, and park fields (not including Heritage Park Sports Complex turf fields).

Community Recreation Center Rentals

Type	2012	2013	2014	2015	2016
Community Groups	298	99	72	55	93
Homeowner Groups	54	57	60	69	76
Residents	88	189	212	241	198
Nonresidents	39	29	37	45	16
Corporate	5	8	7	5	5
Total	**484**	**382**	**388**	**415**	**388**



Rentals for Heritage Park Sports Complex synthetic turf fields are not included in the data below. That information is recorded separately and may be found within the Heritage Park Sports Complex section of this report.

Outdoor Park and Field Rentals

Type	2012	2013	2014	2015	2016
Picnic Shelter	51	57	57	67	68
Field/Park (excludes HPSC synthetic turf fields)	290	249	208	207	241
Twain & Tarkington	5	5	10	8	24
Childerley Chapel and Chamber Church	40	34	27	30	35
Total	**386**	**345**	**302**	**312**	**368**

Trends

Rental of Park District facilities continues to be a popular alternative for Wheeling residents. The variety of room options, combined with reasonable fees, makes the CRC both convenient and affordable for local community groups.

VI. PARKS AND FACILITY SERVICES DIVISION

The Park District has 1 undeveloped natural area, 10 parks, 10 playgrounds, and 20 buildings/ structures, located on 186 acres maintained by the Parks & Facility Services Division. Included are 5 ball fields, 4 synthetic-turf ball fields, 15 soccer fields, 7 synthetic-turf soccer fields, 4 sand volleyball courts, 2 grass volleyball courts, 6 pickleball courts, 4 outdoor basketball courts,1 football field, 1 lacrosse field, and 2 seasonal ice rinks.

The Parks and Facility Services Division is responsible for the inspection, maintenance, repair, and upkeep of all Park District properties, as well as the coordination and execution of in-house and contractual projects throughout the Park District.

The Division is comprised of 18 full-time employees, and numerous seasonal workers. Staff levels are a reflection of the Park District's commitment to accommodate changing community needs, as well as to increase the ability of the Parks and Facility Maintenance Division to serve these needs in house for significant cost savings, while maintaining high project efficiency and quality standards.

Capital Equipment Investment

The Park District continued to invest in the upgrade of existing equipment and the acquisition of new equipment in order to better facilitate the needs of the Park District to meet its goal of providing memorable experiences. Major expenditures in 2016 include the following items:

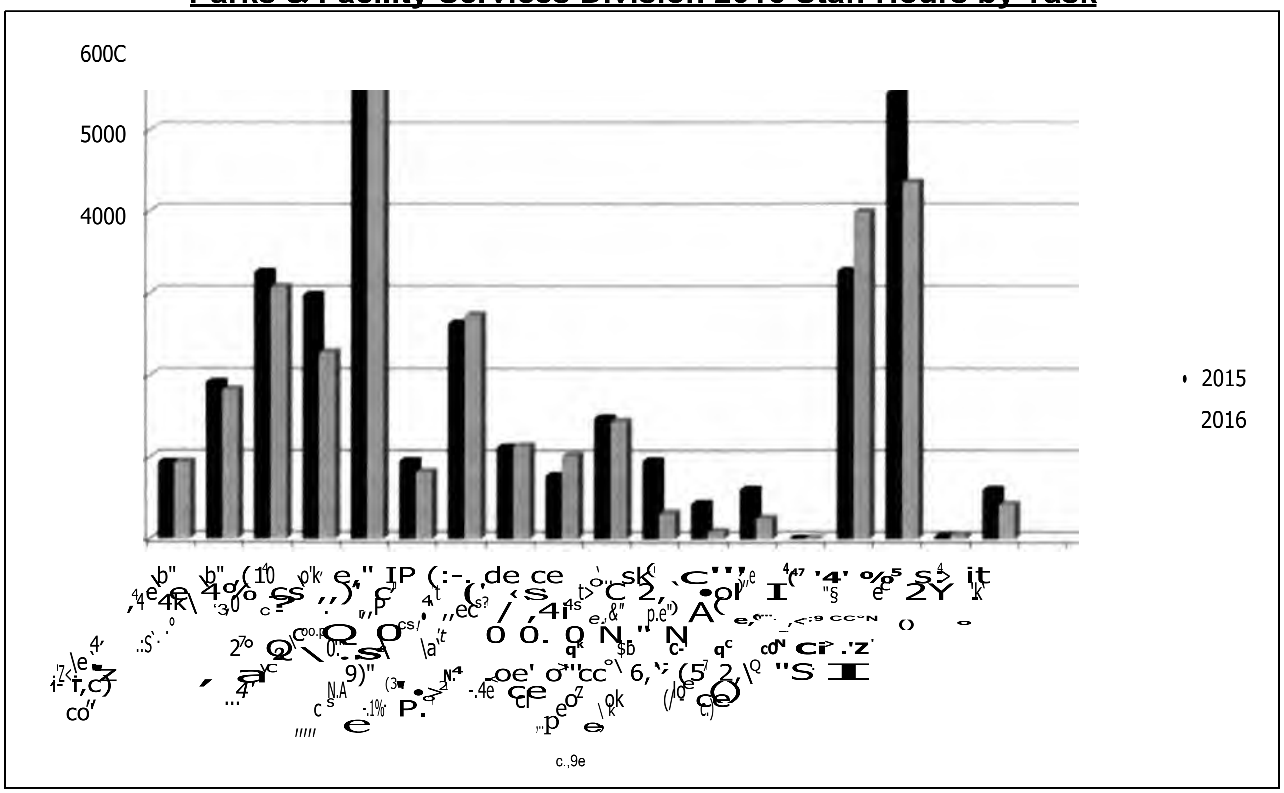
Item	Cost
Stand-on Mower	$ 5,779
Skid Steer Broom Attachment	$ 6,100
Zero-turn Mower	$ 6,779
Stand-on Spreader	$ 7,599
Ford Transit Connect	$21,475
2016 Ford F250 Regular Cab 4x4	$37,384

Itemized Work Performance

In 2010, the District began to track staff hours as they relate to specific work tasks, to more effectively monitor, analyze, and evaluate staffing resources. These hours are recorded, sorted into categories, and compiled into monthly reports. The following table and graph highlight the number of work hours spent on various maintenance tasks and projects throughout the year.

Category	2015	2016	% Change
Athletic Fields	937	943	1%
Baseball/Softball Fields	1,919	1,828	-5%
Mowing	3,255	3,073	-6%
Garbage/Cleaning	2,974	2,285	-23%
Landscaping	5,967	5,715	-4%
Inspections	953	820	-14%
Facility/Building Maintenance	2,633	2,735	4%
Playground Maintenance	1,124	1,139	1%
Aquatics Maintenance	773	1,017	32%
Vehicle/Equipment Maintenance	1,480	1,441	-3%
Special Projects — CRC	957	312	-67%
Special Projects — Aquatics	431	90	-79%
Special Projects — Chevy Chase	606	256	-58%
Special Projects — PFS	0	8	0%
Special Projects — Parks	3,264	3,984	22%
Special Projects — Districtwide	5,440	4,345	-20%
Vandalism/Graffiti	29	52	80%
Other (meetings, awards, plaques, training, banners)	605	424	-30%
Total	**33,347**	**30,467**	**-9%**

Parks & Facility Services Division 2016 Staff Hours by Task



Special Projects & Accomplishments

The Parks and Facility Services Division logged over 30,000 hours in 2016. Included in those hours are projects that are in addition to the normal workload. Major accomplishments include:

Community Recreation Center

- Fitness Center remodeling project
- Ceiling fans installation in Room 209
- Guest Services remodeling project
- Boiler installation
- Cardboard recycling
- Holiday lighting and decor
- Annual plantings in spring, summer, and fall

Family Aquatic Center

- Removal of old Tsunami Splash surface
- Repair of pool pipe leak and replacement of pipe
- Annual plantings in summer

Chevy Chase Clubhouse and Traditions Golf Course

- Clubhouse work related to renovation
- Gable Room cabinetry
- RTU/HVAC installation at Golf Maintenance Building
- Mowing of turf and greens at Traditions
- Clubhouse and parking lot irrigation work
- Buffer tree planting on golf course
- Cardboard recycling
- Holiday lighting
- Annual plantings

Heritage Park Sports Complex

- Concession equipment installation
- Cardboard recycling

Parks & Facility Services

- Asset equipment inventory tagging
- 3D router machine installation
- Snow removal training
- Chainsaw training and certification

Parks

- Chamber Park Lollipop Lane, and Santa's Workshop

- Chamber Park ice rink installation, maintenance and inspection
- Heritage Park signage mockup
- Heritage Park Performance Pavilion and shelter grill stations
- Heritage Park basin washout and cleanup
- Heritage Park Performance Pavilion shade system installation
- Horizon Park redesign project
- Horizon Park ice rink installation and maintenance
- Cricket field maintenance for rentals
- Overseeding and topdressing of athletic fields
- Setup and breakdown for all WPD-sponsored events

Horizon Park Redesign

A highlight in 2016 in terms of accomplishments is the Horizon Park redesign project. What sets Wheeling Park District's Parks and Facility Services Division apart from the parks departments of many other agencies is its ability to handle large-scale construction projects in house, instead of contracting the work out. Among the benefits of being able to execute projects in house are enormous cost savings, project efficiency, and assurance of the quality standard that guests have come to expect from the District. The 9½-acre Horizon Park project is the largest to date, and includes extensive grading and earthwork, detailed modifications to meet MWRDGC requirements, extensive concrete work, complicated safety surface installation, installation of play equipment, construction of two shelters, and brickwork. The project started in May 2016, and continues into 2017.

Intergovernmental Agreements for Maintenance

The Parks and Facility Services Division began performing maintenance services at the Indian Trails Public Library District in 2015. This revenue-generating initiative calls for the Park District to provide mowing, mulching, branch collection, and snow removal/salting at Indian Trails Library. The Park District is paid for these services based on an approved fee schedule. For 2016, Parks and Facility Services labor hours were 50.25 (snow removal was suspended while the library is under construction).

In addition to the agreement with the Library, the Park District also maintains and manages the open field spaces at Community Consolidated School District 21 sites in Wheeling. The District provides all lawn maintenance and care, while also managing scheduling and third-party rentals. Expenses are reimbursed at 50% after rental revenue. For 2016, Parks and Facility Services accrued 1,241.5 labor hours to provide these services.

2016 Major Projects Schedule

For 2016, the District established a Major Projects Schedule, as represented by the table that follows. These projects were agencywide, but managed by the Park and Recreation Services Department. Based on need and changes in priority and funding, certain projects were added, or moved to the 2017 schedule.

Project	Status
Arctic Splash heat exchangers	2017
CRC generator	2017
CRC gym electric remote	In progress
CRC Rooms 211/212 window shades	Complete
CRC first-floor carpet	2017
CRC bathroom partitions	2017
CRC hot water heater	In progress
Horizon Park redesign	In progress
FAC concession window	Complete
FAC Tsunami Splash safety surface	Complete
FAC TV screens	Complete
FAC concession building air handler	2017
FAC outdoor speakers	Complete
FAC water-walk lily pads	Complete
FAC pool vacuum	Complete
FAC concession equipment	Complete
Heritage Park shelter grill	Complete
Heritage Park signs	In progress
HPSC dugouts	In progress
HPSC netting	*In* progress
HPSC storage units	2017
HPSC TV display screens	In progress
Performance Pavilion shade structure	Complete
Performance Pavilion grill station	Complete
Chevy Chase chiller	2017
Chevy Chase air handler unit #1	2017
Golf Maintenance HVAC rooftop unit	Complete

VII. 2016 FINANCIAL OVERVIEW

The 2016 end-of-year net for the Recreation Fund was $1,331,311. Of this amount, $1,331,300 was transferred from the Recreation Fund to the Capital Projects Fund. This was done due to the fact that the Recreation Fund had met its targeted fund balance, as established by the Park District's Fund Balance Policy.

Total revenue for the Recreation Fund in 2016 was $5,539,901, which is an increase of $22,269 from 2015. Total expenditures for the Recreation Fund in 2016, prior to the internal transfer to the Capital Projects Fund, was $4,208,590, which is an increase of $118,899 from 2015.

HERITAGE PARK SPORTS COMPLEX

I. DESCRIPTION OF OPERATIONS

Heritage Park Sports Complex (HPSC) opened in March 2014. The Complex is comprised of four synthetic-turf baseball/softball fields. One of the fields also includes a full-size football and soccer field. All four fields can be converted for multisport use. In addition to the synthetic fields, HPSC also utilizes open, natural-turf space for multisport use.

HPSC also features a full-service concession stand that provides a variety of food, snacks, and drinks. The Complex has a liquor permit, issued by the Village of Wheeling, to sell beer within the confines of the plaza space between the fields.

II. 2016 ACCOMPLISHMENTS

HPSC is managed through the tracking of specific key points of measurement (KPMs). This information assists staff in better understanding the audience that visits HPSC. The KPMs that are being used are as follows:

- Total number of participants and rentals
  - Leagues
  - Rentals
  - Groups

- Total Revenue
  - Leagues
  - Rentals
  - Concessions

The HPSC staffing structure is as follows:

- Full-time Athletic Program and Facilities Manager
- Full-time Athletic Manager
- Full-time Athletic Coordinator
- Part-time Facility Supervisors
- Part-time Guest Associates

The minimum age requirement for every position is 18, with a mandatory age 21+, TIPS-trained employee on site at all times. (The importance of having a TIPS-trained employee on site at all times is due to beer sales occurring at the Complex seven days per week.)

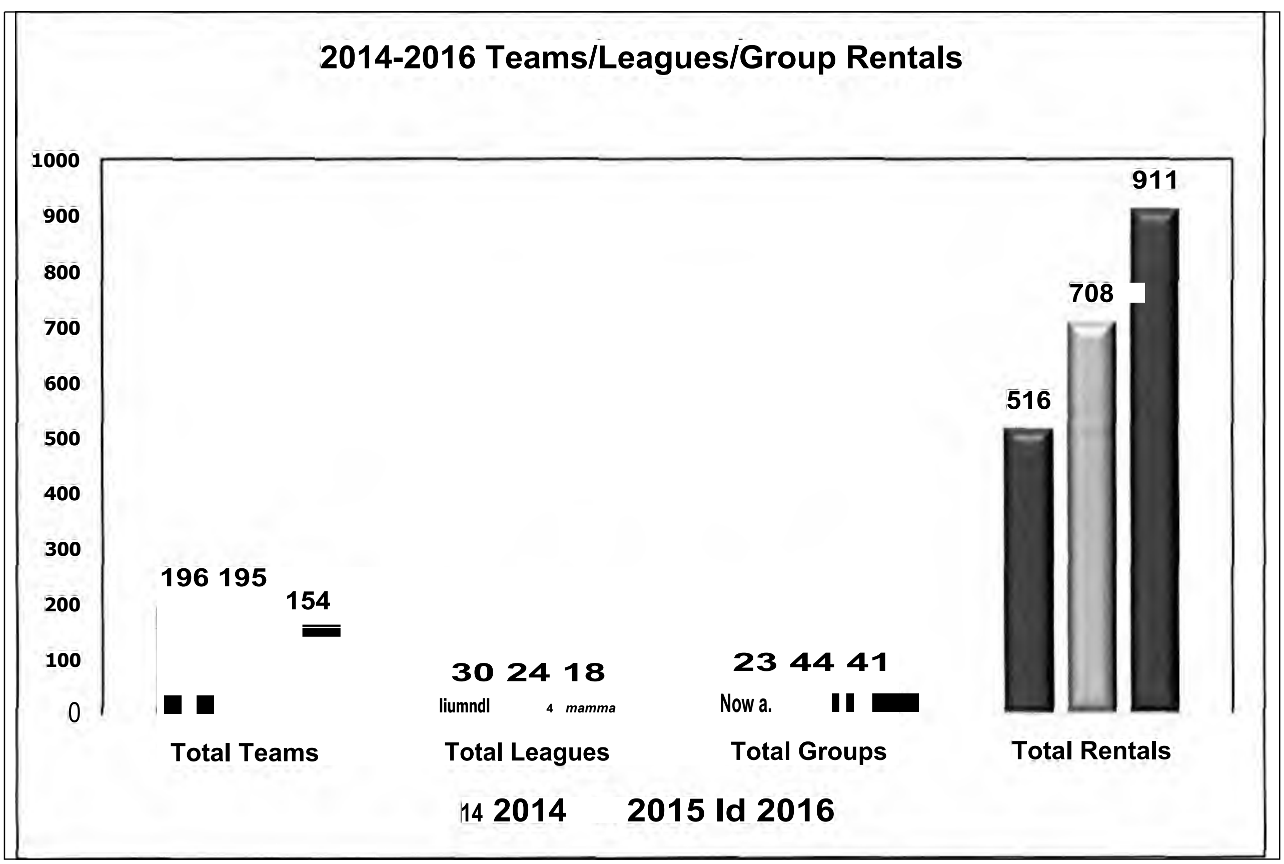
III. HIGHLIGHTS

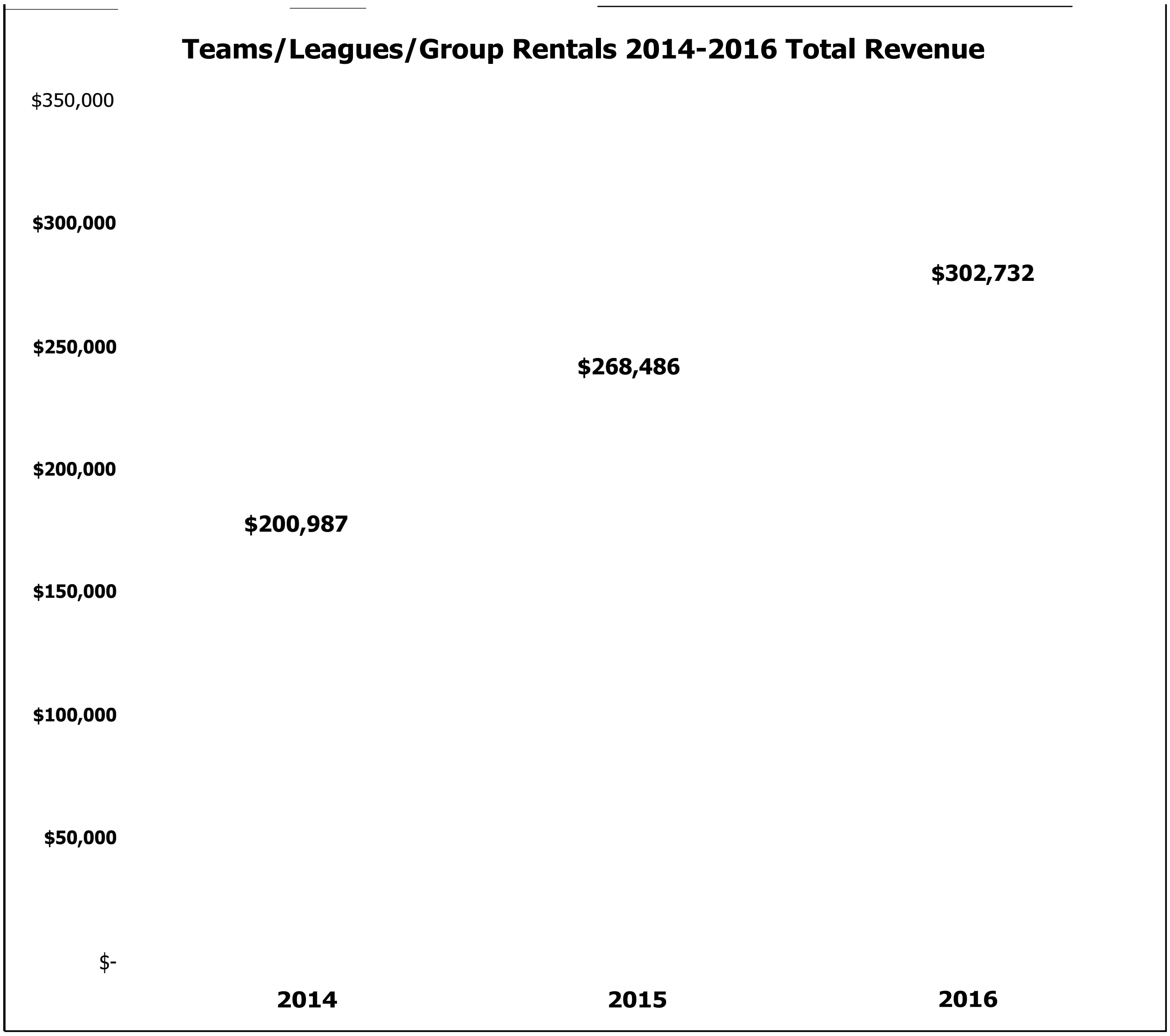
2016 was the third season of operations for Heritage Park Sports Complex. The significant tournaments and events hosted at the site were as follows:

- Global Softball League (GSL) Men's 12" Early Bird NIT
- Game Day USA U14 National Championships
- Game Day USA UII National Championship Quarterfinals
- Game Day USA U12 National Championship Quarterfinals
- USSSA All-Star Game U8-U14
- Game Day USA All-Star Game U13-U14
- Team USA U13-U14 Tryouts
- USSSA Fall Championships

IV. HISTORY

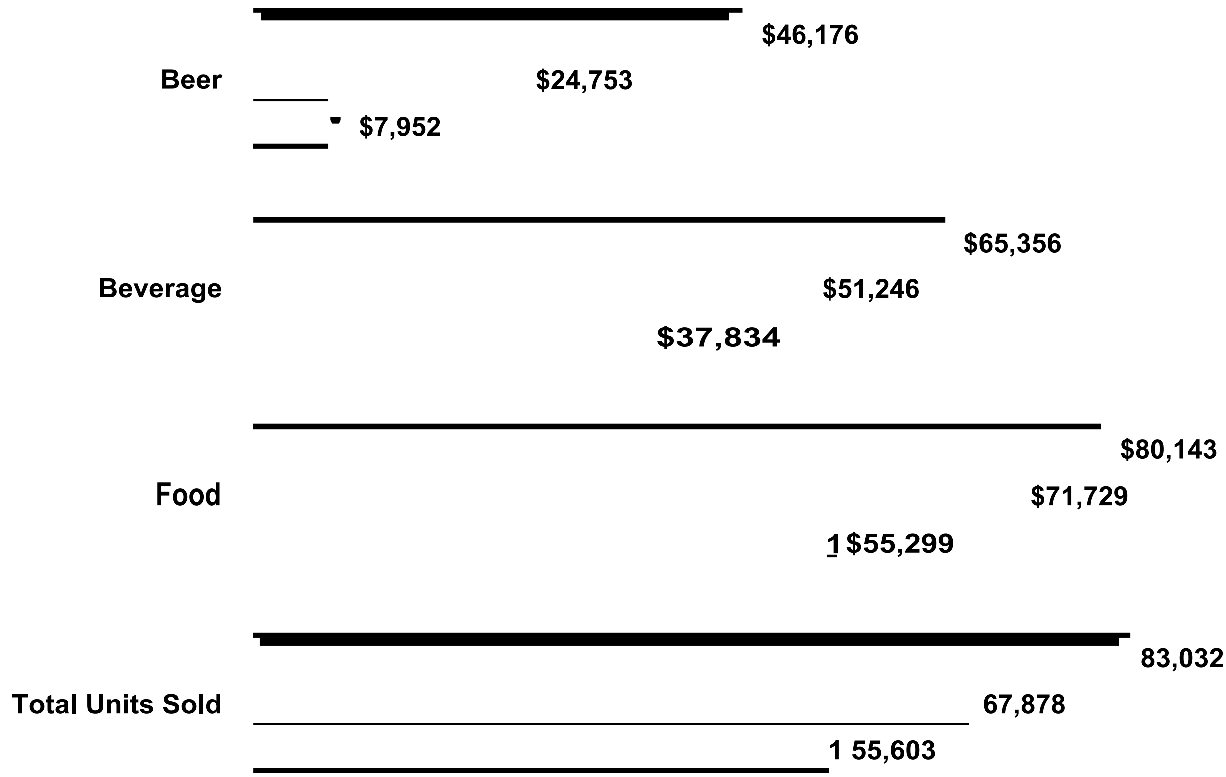
The graphs that follow summarize activity at Heritage Park Sports Complex beginning with the facility's opening to the public in 2014 through 2016.





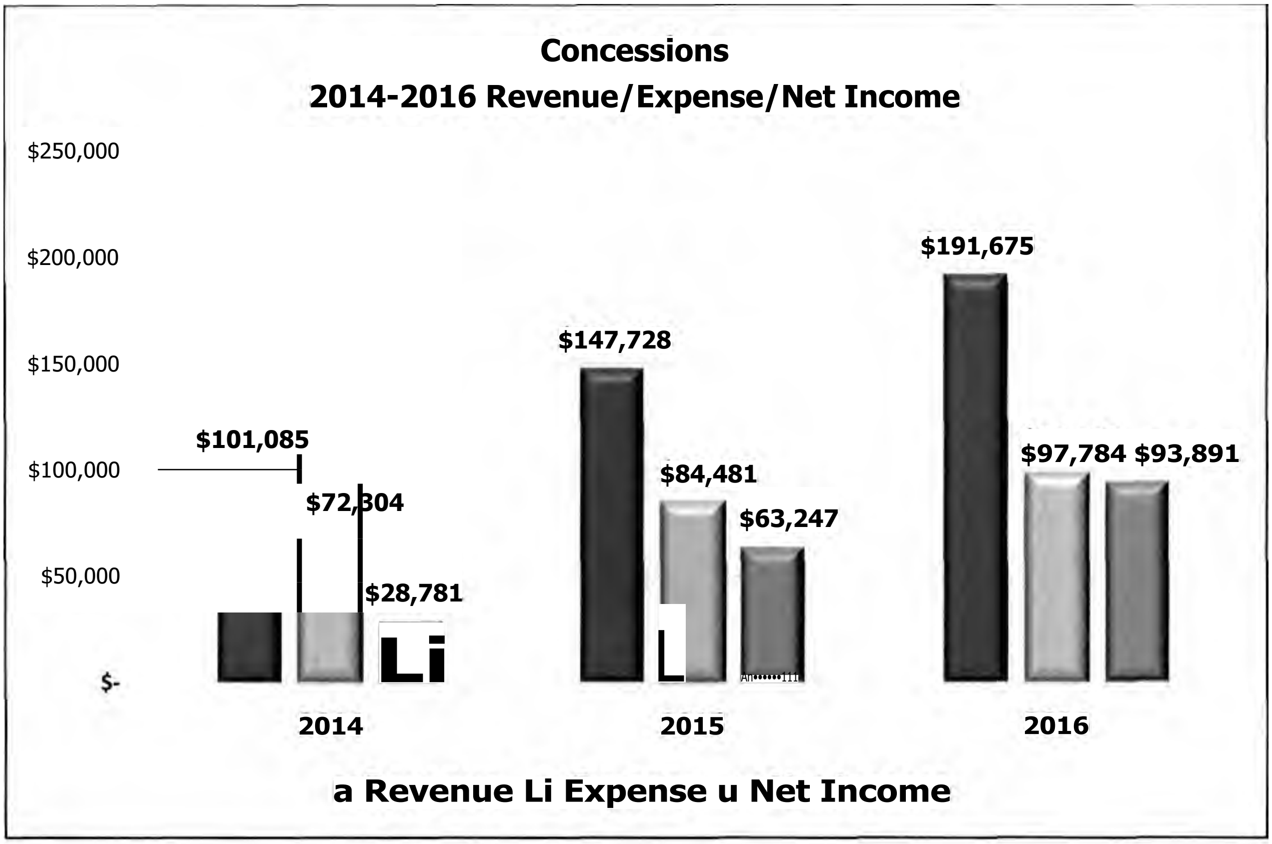
Teams/Leagues/Group Rentals 2014-2016 Total Revenue
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$-
$200,987
$268,486
$302,732
2014
2015
2016

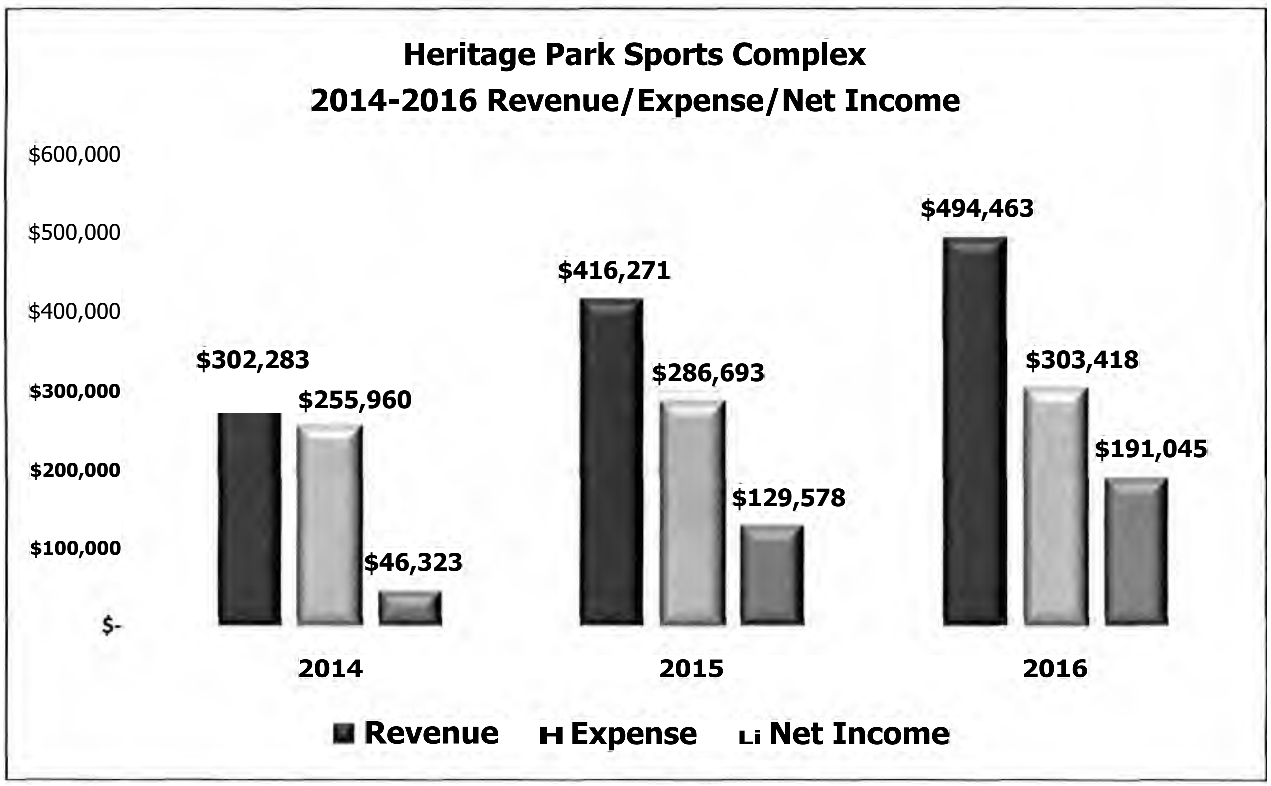
Concessions
2014-2016 Total Units Sold/Food/Beverage/Beer



	Total Units Sold	Food	Beverage	Beer
2016	83,032	$80,143	$65,356	$46,176
2015	67,878	$71,729	$51,246	$24,753
2014	55,603	$55,299	$37,834	$7,952

2016 12015 U 2014


Concessions
2014-2016 Revenue/Expense/Net Income
$250,000
$200,000
$150,000
$100,000
$50,000
$-
$101,085
$72,304
$28,781
$147,728
$84,481
$63,247
$191,675
$97,784
$93,891
2014
2015
2016
Revenue Expense Net Income


Heritage Park Sports Complex
2014-2016 Revenue/Expense/Net Income
$600,000
$500,000
$400,000
$300,000
$200,000
$100,000
$-
$302,283
$255,960
$46,323
$416,271
$286,693
$129,578
$494,463
$303,418
$191,045
2014
2015
2016
Revenue Expense Net Income

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FITNESS CENTER

I. DESCRIPTION OF OPERATIONS

At 4,100 square feet, the Fitness Center is divided into zones, with 1,248 square feet dedicated to a free-weight area, and 960 square feet for cardiovascular exercise. The Fitness Center is equipped with 38 cardiovascular machines, 12 selectorized units, 18 pieces of free-weight apparatus, 2 dual-adjustable cable pulleys, and a 5-station multi-jungle unit. The Fitness Center also has three dedicated rooms for group exercise and wellness programs, as well as a designated Pilates Reformer training studio.

II. 2016 ACCOMPLISHMENTS

The Fitness Center went through many changes in 2016, including the Districtwide conversion of operating software from Class to RecTrac, new staffing, and a change in membership benefits. While the conversion to RecTrac proved difficult, staff has since become more proficient with the system and is learning more about what efficiencies and reports it can provide for fitness operations. The full-time Assistant Wellness Manager position became vacant in July with the promotion of the Assistant Wellness Manager to the Aquatics Manager. When this occurred, the Assistant position was modified to Assistant Wellness Manager/Aquatics Supervisor to create more continuity between Fitness and Aquatics.

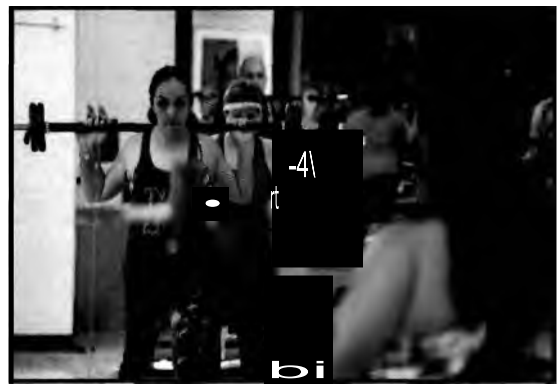
The most significant change was announced on November 4 and went into effect December 1, when group-exercise classes were incorporated into all Fitness Center memberships. This change came without an increase in membership fees. A multifaceted "Let Us Help You Find Your Strong" marketing campaign was launched in September that included video testimonials from fitness members, group-exercise participants, and staff. Feedback was very positive, and a significant increase in memberships was seen in December.

The Fitness Center has its own key points of measurement (KPMs) that are used to analyze all business patterns. With this information, staff is able to better understand the audience that is using the Fitness Center. This will help continue the growth of the business in all areas. The following KPMs are tracked:

1

- Personal Training
- Pilates Reformer Training
- Group Exercise
- Memberships
- Daily Visits
- Wellness Programs

Group Exercise



Group Exercise continues to grow and transform to serve the needs of members and guests. The schedule is a dynamic work in progress, as new trends and interests continue to be offered. Based on participant feedback, new class formats and times have been added. Visits to land- and water-based classes from January to December totaled 16,378.

The following formats were added to the class schedule in 2016: 1

- Pilates/Yoga Fusion
- Total Body Conditioning (TBC)
- Cardio Kickboxing
- Cardio Dance

Group Exercise

	2012	2013	2014	2015	2016
Revenue	$99,192	$100,941	$94,053	$93,051	$78,289
Expenses	$61,782	$ 67,000	$67,855	$66,514	$67,650
Net	**$37,410**	**$ 33,941**	**$26,198**	**$26,537**	**$10,639**

Personal Training

Personal Training continued to be an area of focus for 2016. A new certified Personal Trainer was added to staff, bringing the number of training staff to five. Trainers participated in "Commit to Fit" in February, recruiting teams of fitness members, as well as non-members, to participate in a weight-loss challenge. Other special trainer-led events were added to fitness programming, giving further exposure and opportunities to increase the number of training sessions. With effective management, budgeting, staff, marketing, and promotion, personal training remained strong, but fell just short of the yearly revenue goal. Staff has pinpointed the decrease in personal training over the years to the lack of floor space in the Fitness Center.

Personal Trainin 1

	2012	2013	2014	2015	2016
Revenue	$102,974	$86,677	$77,129	$62,486	$48,754
Expenses	$ 60,859	$59,920	$50,640	$37,563	$27,831
Net	**$ 42,115**	**$26,757**	**$26,489**	**$24,923**	**$20,923**

Pilates Reformer Training

The Pilates Reformer program continues to grow, generating over $16,000 in gross revenue for 2016.

Pilates Reformer

	2012	2013	2014	2015	2016
Revenue	$4,374	$18,700	$15,573	$15,000	$16,091
Expenses	$ 792*	$12,716	$10,800	$10,676	$ 9,920
Net	**$3,582**	**$ 5,984**	**$ 4,773**	**$ 4,324**	**$ 6,171**

** Does not include the initial Reformer machbe purchase*

Wellness Programs

The Wellness Program registered 615 guests, generating $24,168 in gross revenue. The following programs/special events were offered in 2016:

- Relax and Rejuvenate Yoga
- Chair Yoga
- Tai Chi
- Hatha Yoga
- Zumba Kids
- Kids Cross-Training
- Commit to Fit
- Cooking with Dan
- Family 2K Hustle
- FITKids Mini-Triathlon
- Family Zumba Party
- Zumbathon
- Chevy Chase 5K

Wellness Programs

	2012	2013	2014	2015	2016
Revenue	$24,841	$26,110	$22,891	$21,713	$24,168
Expenses	$14,507	$15,253	$12,076	$11,552	$12,742
Net	**$10,334**	**$10,857**	**$10,815**	**$10,161**	**$ 11,426**

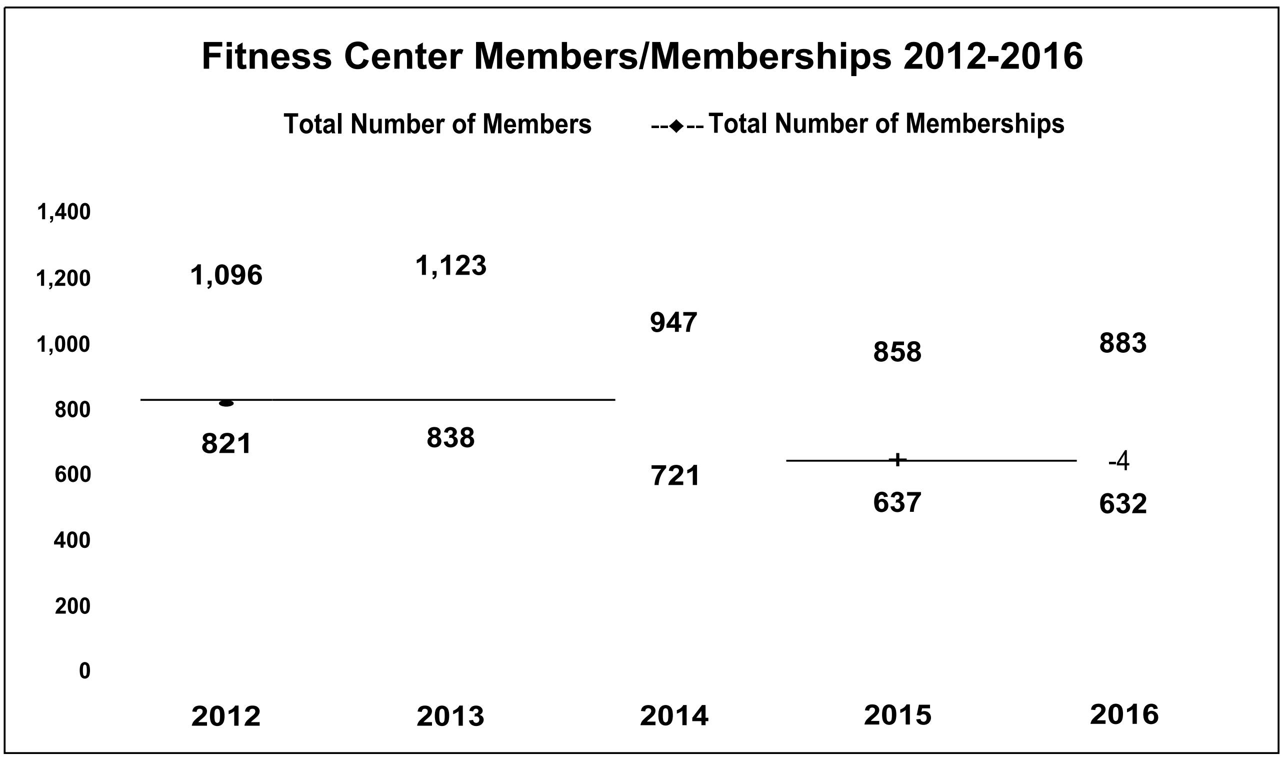
Members/Usage

This category is tracked in two different ways. The first is number of members. Staff accounts for 1 how many members make up each membership. The second assessment is usage. This number is extremely important because it speaks to the capacity of the facility and also helps staff determine if there is enough equipment available to handle the volume of guests that are using the Fitness Center.

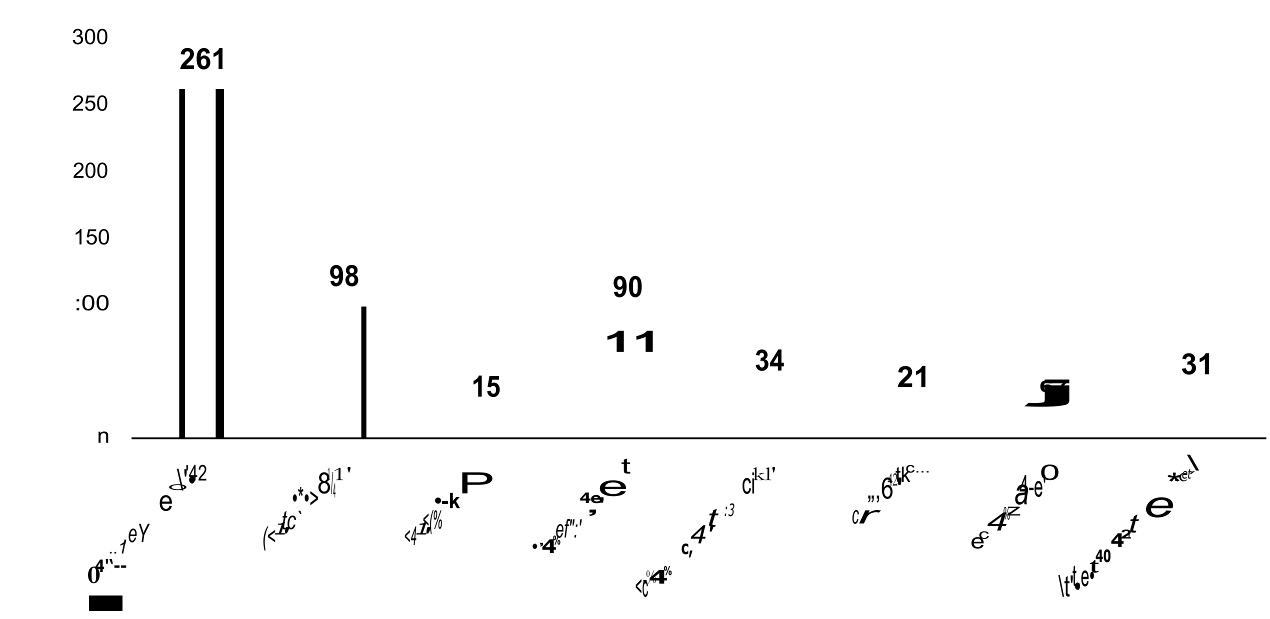
The following table and graphs summarize membership numbers for years 2012-2016:

Memberships/Members/Usage/Revenue

	2012	2013	2014	2015	2016
Memberships	821	838	721	637	632
Members	1,096	1,123	947	858	883
Usage	74,459	79,599	72,869	65,753	57,693
Revenue	$285,311	$320,629	$284,997	$251,757	$244,475

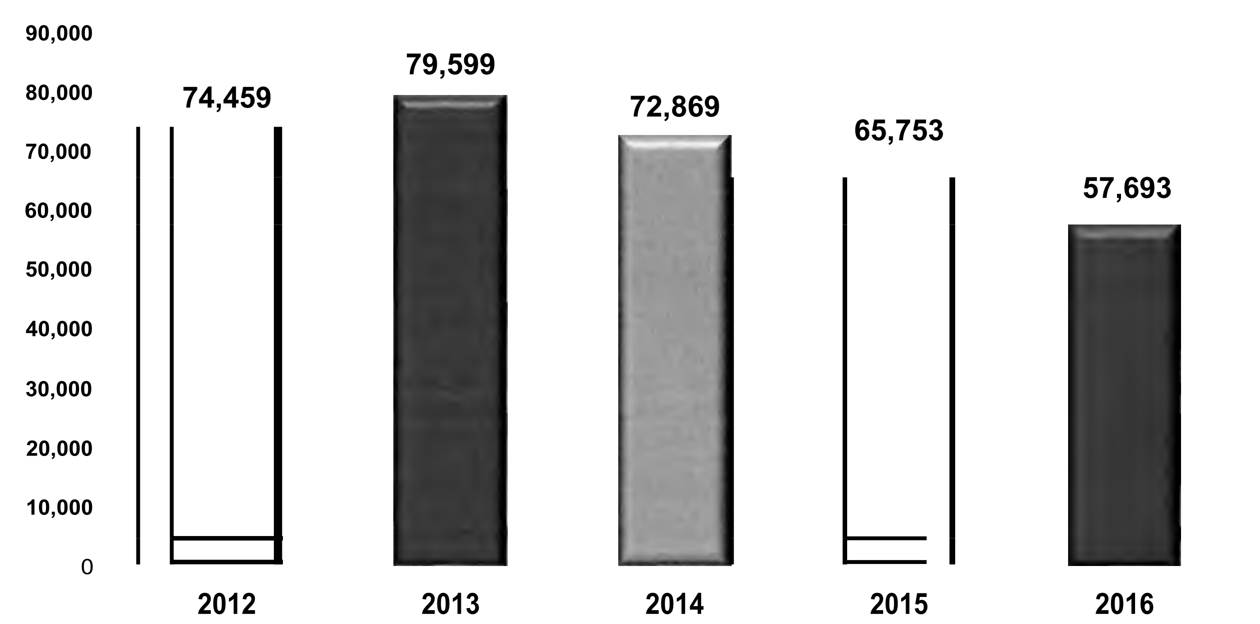


2016 Total Memberships by Category*



* Based on the new Fitness Membership breakdown in RecTrac

Fitness Center Membership Usage 2012-2016



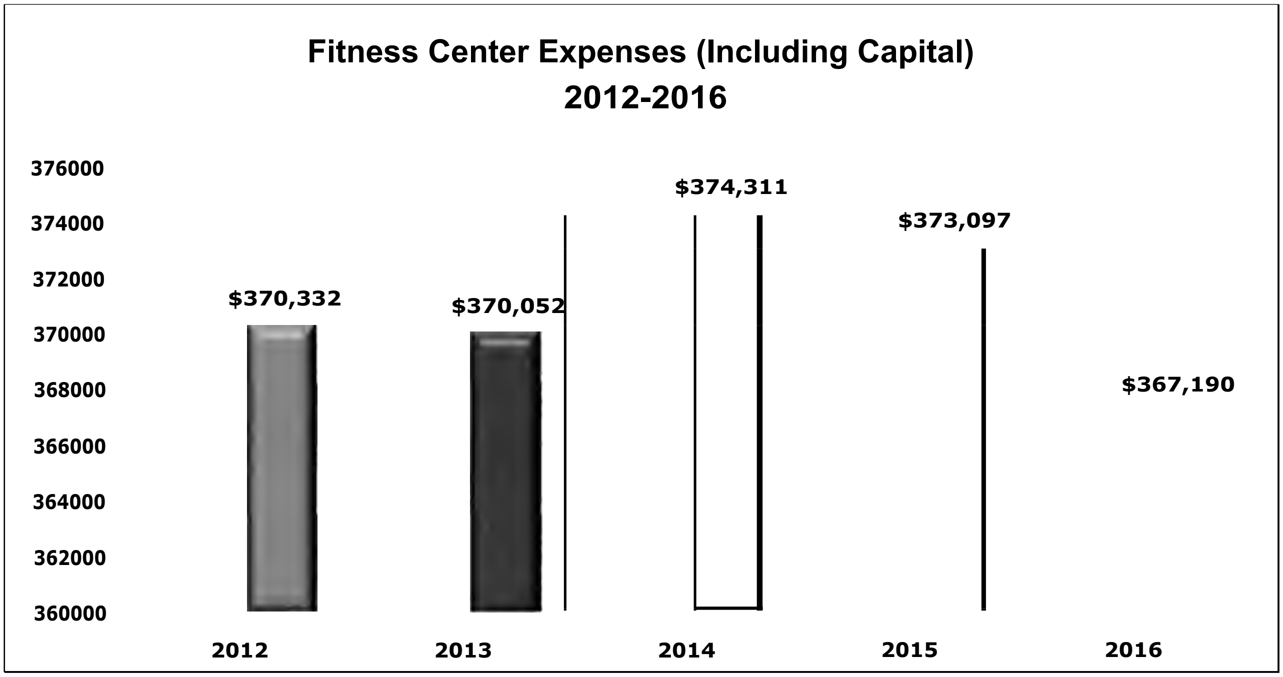
Equipment

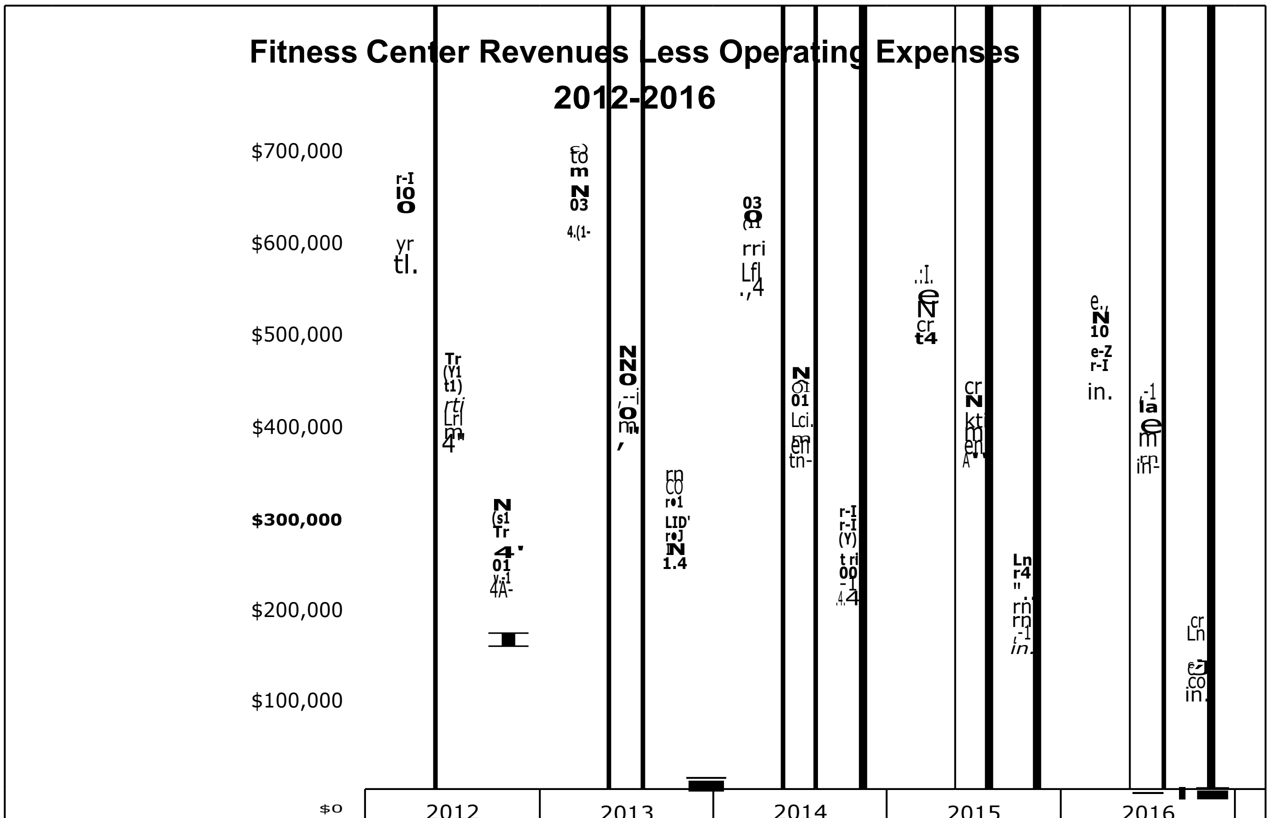
To continue to better meet the needs of all of participants and their abilities, the following equipment was purchased in 2016:

Equipment Type	Expense
NuStep	$ 6,031
Cybex Arc Trainer	$ 7,210
Pad Covers for Weight Machines	$ 5,045
Hand Weights Set and Storage Rack	$ 2,760
Total	$21,046

III. History

The following graphs provide a summary of the facility's operation for years 2012-2016.





	2012	2013	2014	2015	2016
mi Total Revenue	$548,061	$587,360	$523,308	$470,461	$411,572
A Total Operating Expenses	$353,634	$361,077	$336,997	$336,746	$330,618
kA Net Income	$194,427	$226,283	$186,311	$133,715	$80,954

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FAMILY AQUATIC CENTER

I. DESCRIPTION OF OPERATIONS

The outdoor Family Aquatic Center opened in 1993 with a 1,500-bather load capacity. The main pool contains 377,779 gallons of water, two tube slides, drop slides, diving board, sand volleyball courts, children's sand play area, waterfall, spray features and a full-service concession stand. In 2003, the Family Aquatic Center expansion project added new attractions, including a spray pad — featuring an 8,079-gallon tipping bucket, three small slides and many interactive toys — and a 45,068-gallon activity pool with water basketball and climbing/floating lily pads.

II. 2016 ACCOMPLISHMENTS

The Family Aquatic Center continues to be managed through the tracking of key points of measurement (KPMs). This information assists staff in better understanding the audience that visits the Family Aquatic Center. The KPMs that are being used are as follows:

- Total visits and number of memberships sold
  - Admissions
  - Groups
  - Private Rentals
  - Memberships
  - Birthday Parties
- Total Revenue
  - Admissions
  - Groups
  - Private Rentals
  - Memberships
  - Food and Beverage
  - Merchandise

The Family Aquatic Center's staffing strategy remained relatively the same with a new Assistant Wellness Manager/Aquatics Supervisor added at the conclusion of the 2016 summer season. The structure is as follows:

- Staffing positions:
  - Aquatics Manager
  - Assistant Wellness Manager/Aquatics Supervisor
  - Family Aquatic Center Leaders

- Guest Services
- Head Lifeguards
- Lifeguards

- Age requirement for Guest Services positions is 16
- Staff rotates through all jobs available, developing a better understanding of all roles and responsibilities
- Staff is asked to commit to work a minimum of 25-30 hours a week to maintain consistency

With this type of structure, staff members become more knowledgeable about the various aspects of the operation, thereby becoming more effective and efficient in their jobs.

The Family Aquatic Center was open for 84 out of a potential 86 days in 2016.

<u>Maintenance and Repair</u>

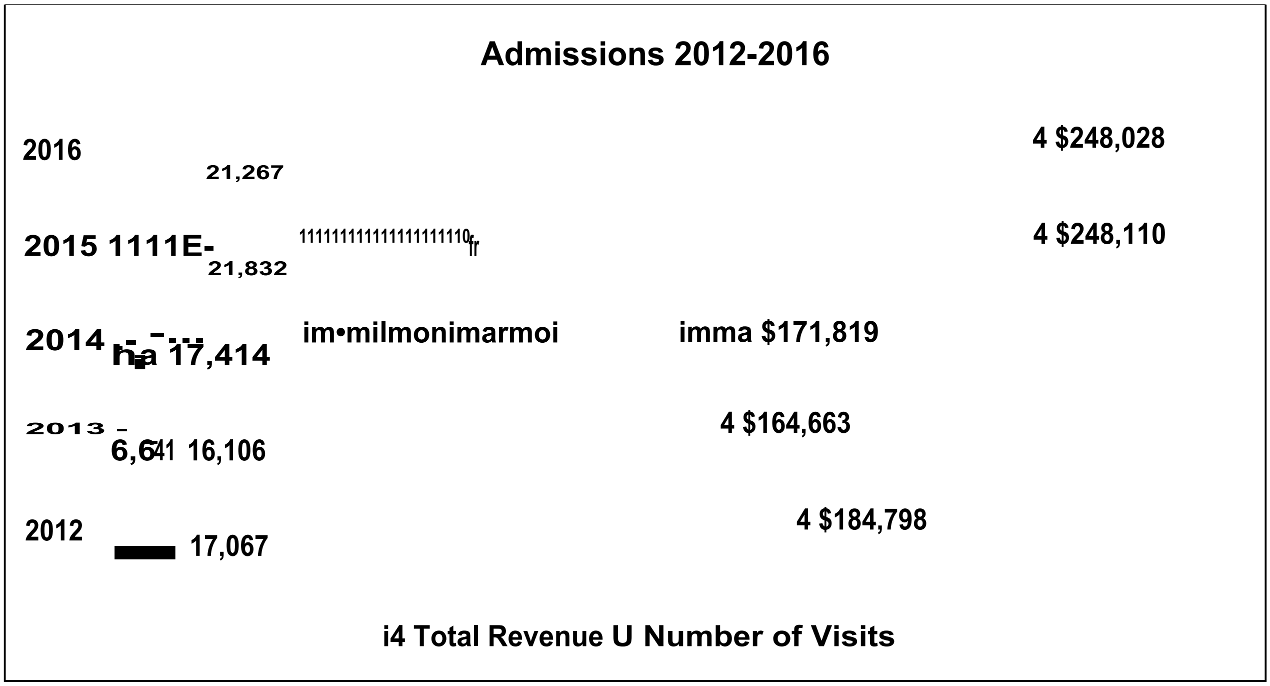
The most significant repair at the Family Aquatic Center in 2016 was the replacement of a cracked water pipe under the concrete decking near the drop slides. This crack was not discovered until the facility had opened for the season, but staff was able to do the work in house, and without closing the facility. This repair was necessary because the broken pipe was leaking thousands of gallons of treated water.

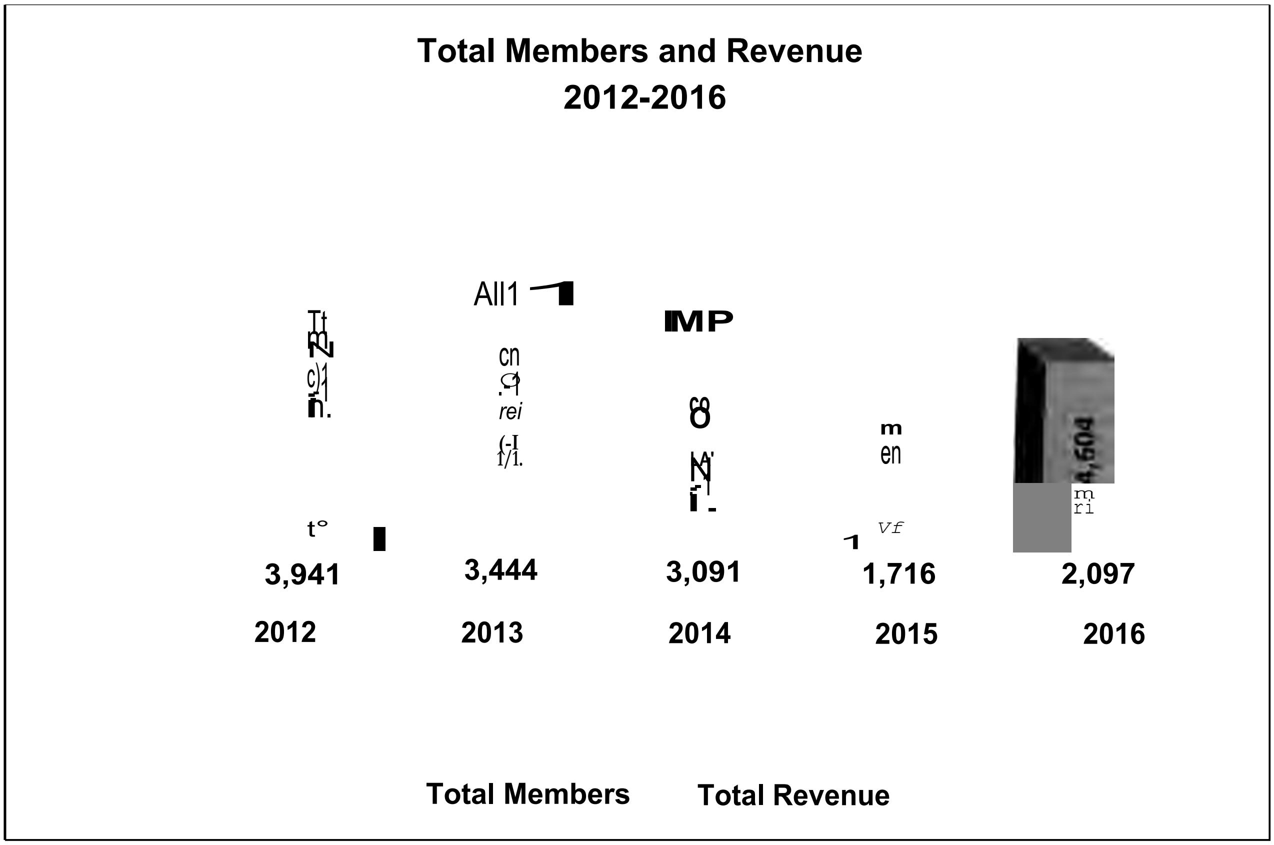
In addition, throughout the season, the following routine improvements and repairs were made:

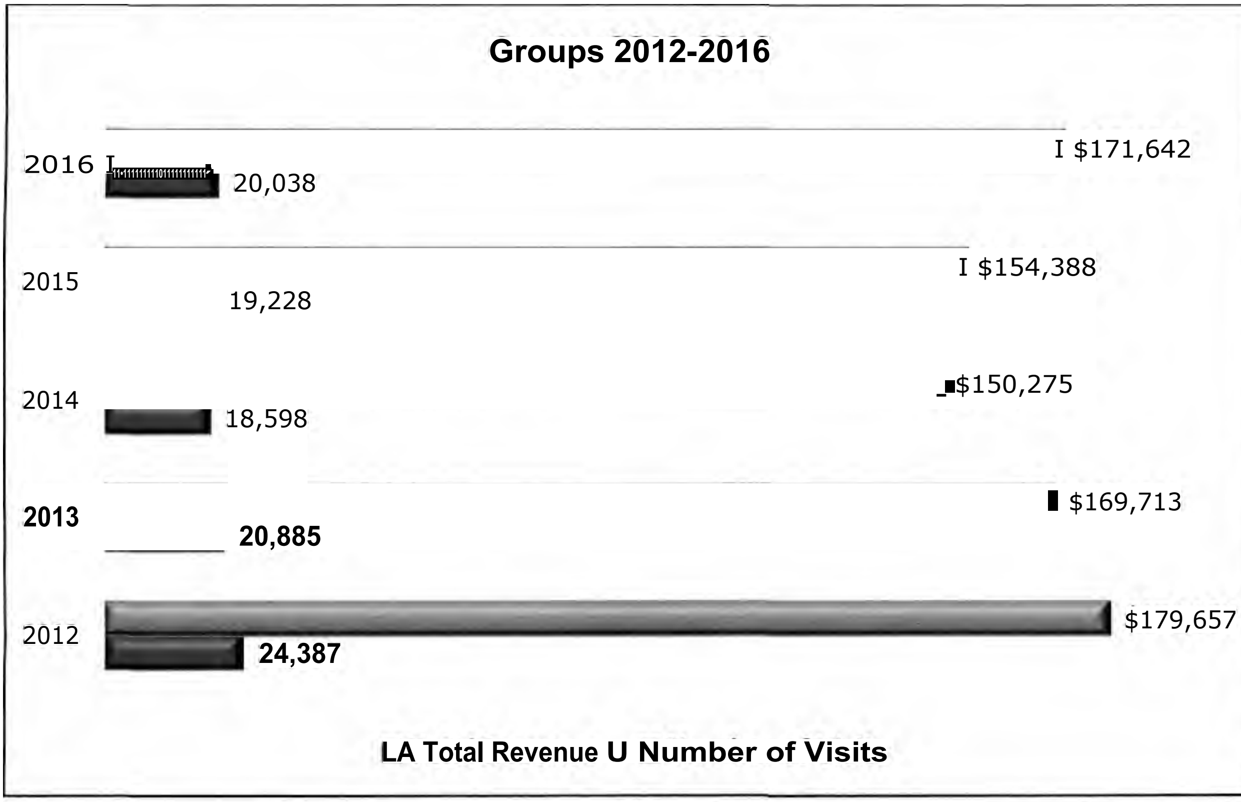
- Landscape mulching, spring and summer plantings, weed control
- Mowing, edging, trimming, leaf removal, and irrigation repairs
- Watering of plantings and young trees
- Maintenance of sand areas
- Building maintenance and inspections
- Water balancing and testing
- Water features maintenance and inspections
- Lighting maintenance and inspections
- Pool motor and filter repairs/replacement
- New electrical circuits and wiring for the concession stand
- New interior facility signage
- Replacement of water-walk lily pads

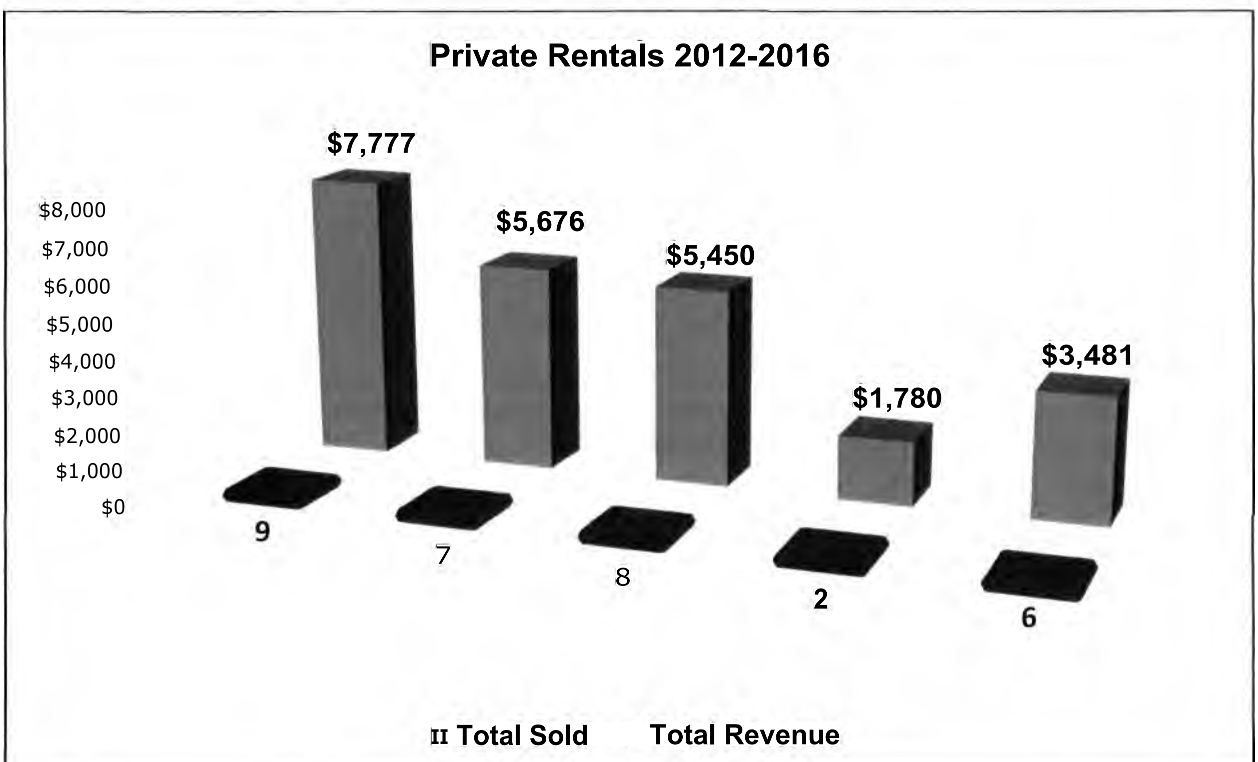
III. HISTORY

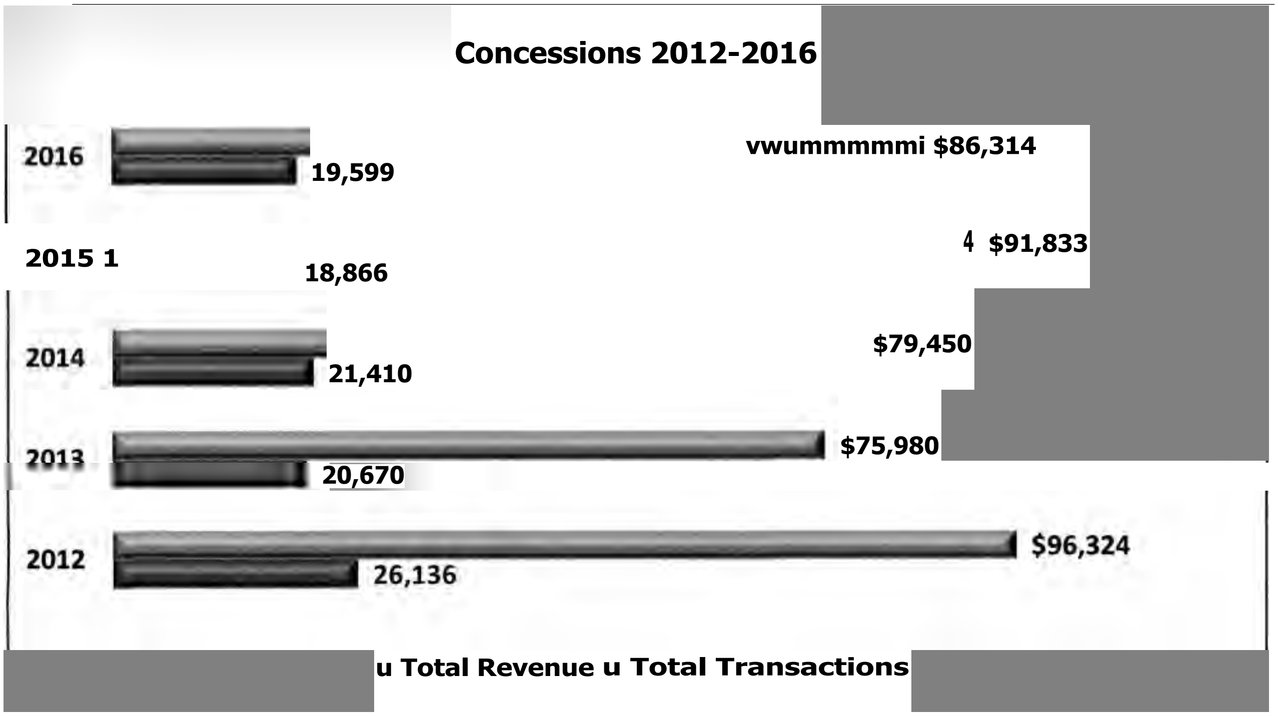
The following graphs provide a summary of the facility's operation for years 2012-2016.


Admissions 2012-2016
2016
21,267
$248,028
2015
21,832
$248,110
2014
17,414
$171,819
2013
16,106
$164,663
2012
17,067
$184,798
Total Revenue
Number of Visits

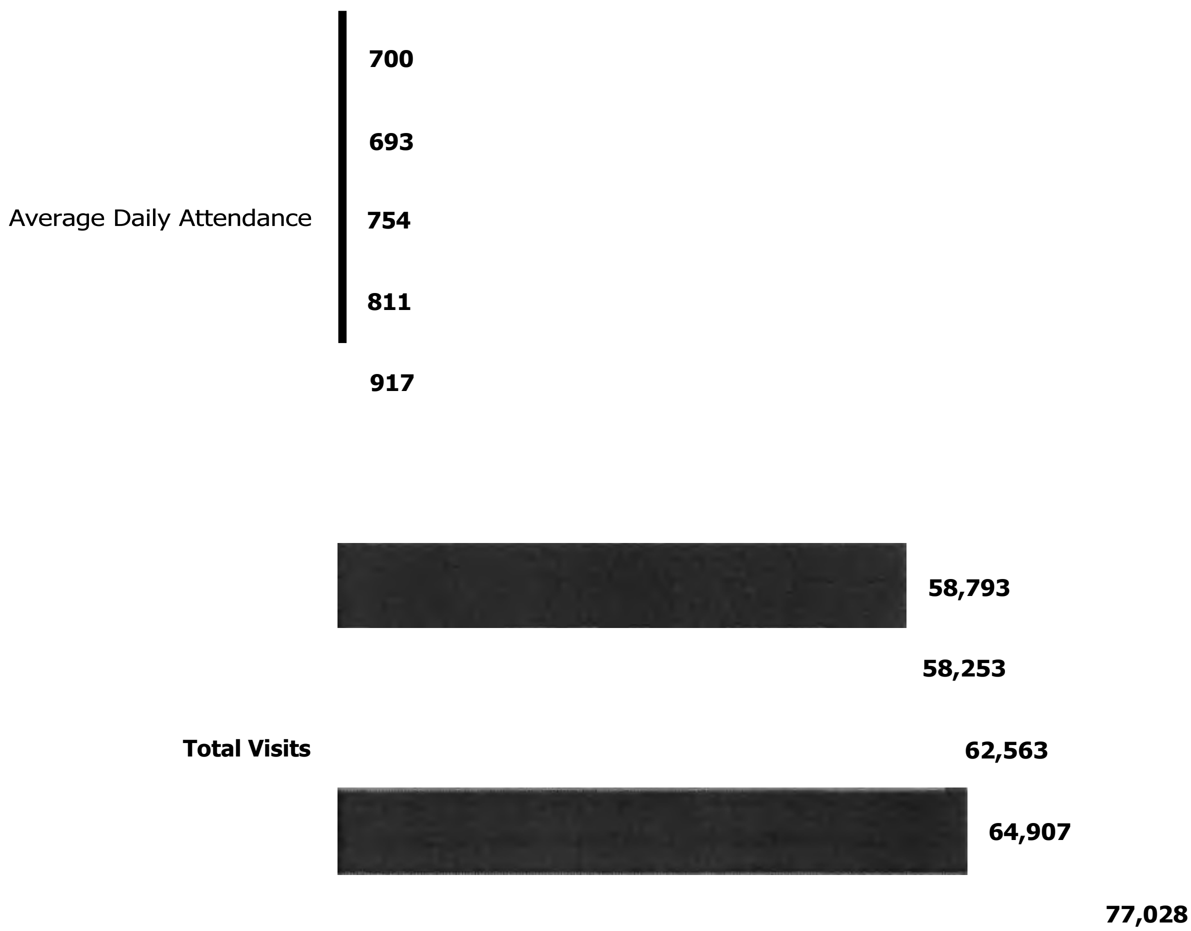

Total Members and Revenue
2012-2016
3,941
3,444
3,091
1,716
2,097
2012
2013
2014
2015
2016
Total Members
Total Revenue


Groups 2012-2016
2016
20,038
$171,642
2015
19,228
$154,388
2014
18,598
$150,275
2013
20,885
$169,713
2012
24,387
$179,657
Total Revenue
Number of Visits

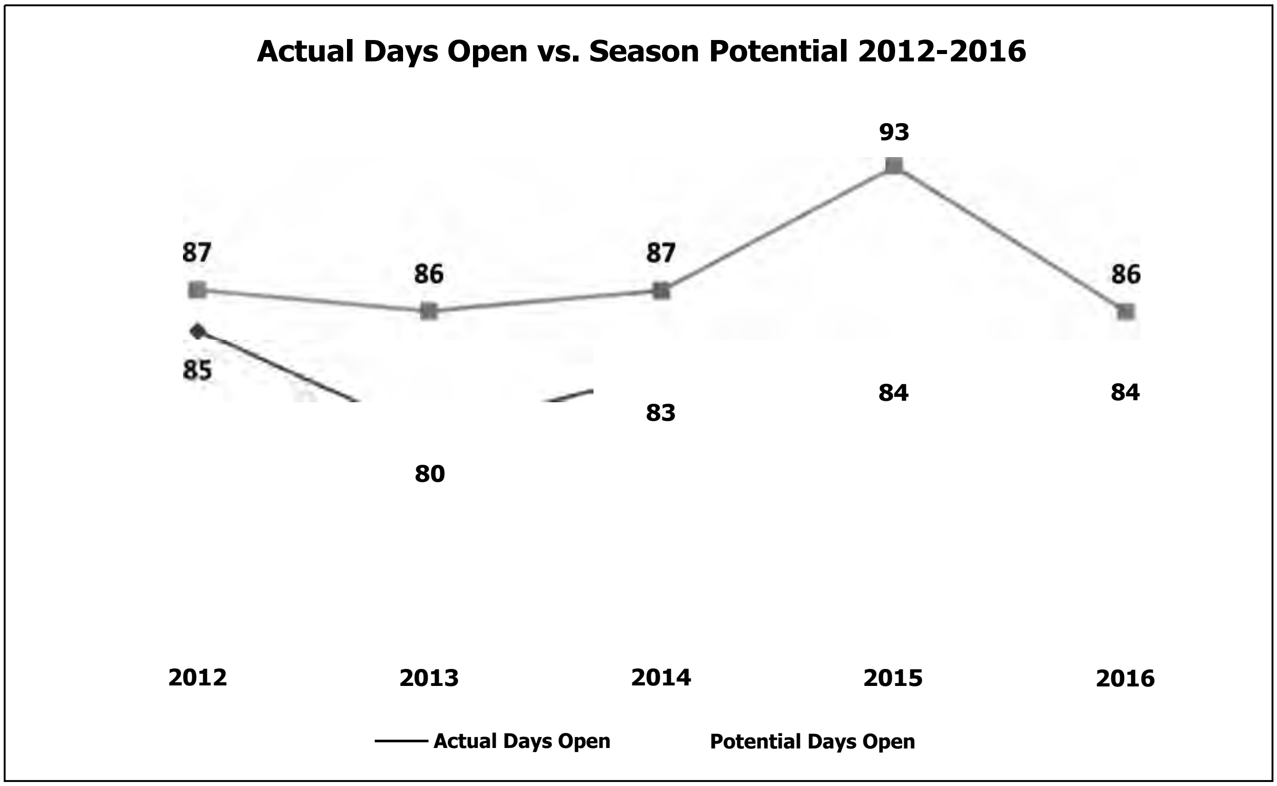

Private Rentals 2012-2016
$8,000
$7,000
$6,000
$5,000
$4,000
$3,000
$2,000
$1,000
$0
$7,777
$5,676
$5,450
$1,780
$3,481
9
7
8
2
6
Total Sold
Total Revenue

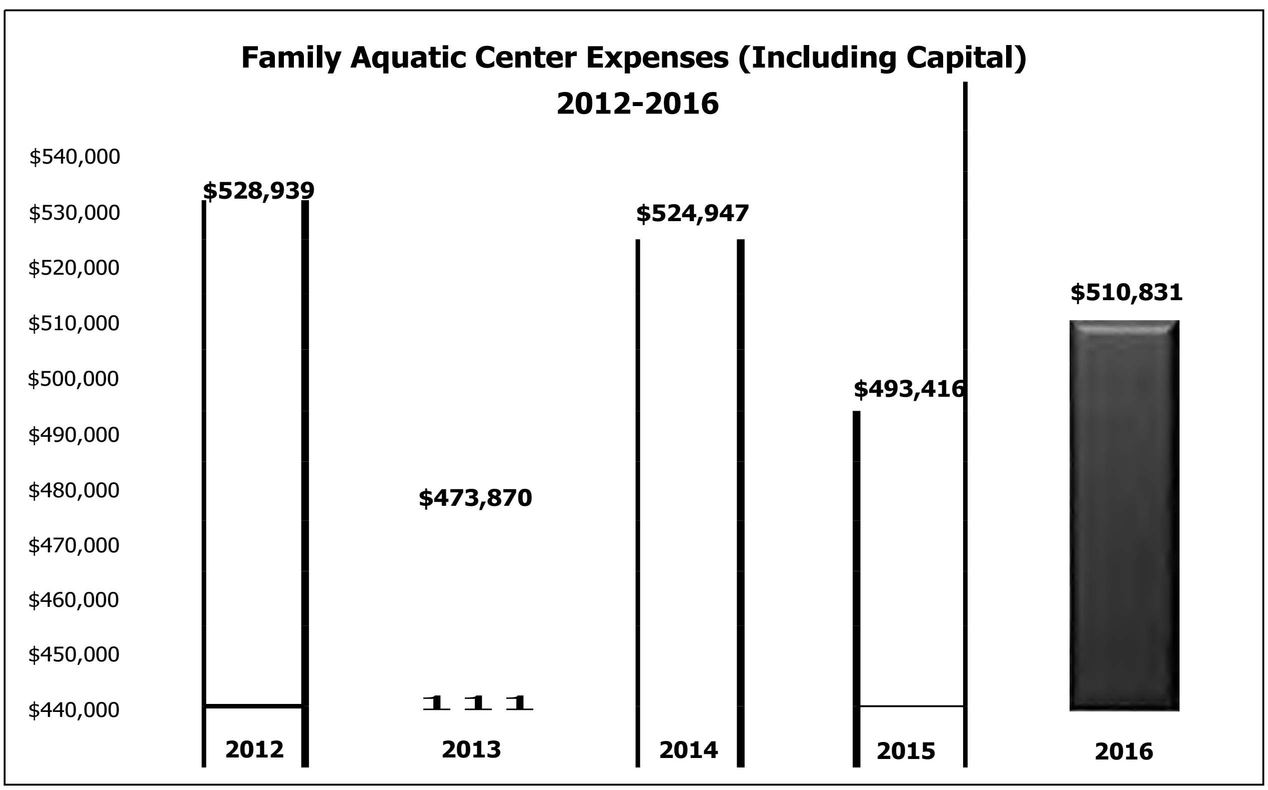

Concessions 2012-2016
2016
19,599
vwummmmmi $86,314
2015 1
18,866
4 $91,833
2014
21,410
$79,450
2013
20,670
$75,980
2012
26,136
$96,324
u Total Revenue u Total Transactions

Average Daily Attendance and Total Visits 2012-2016

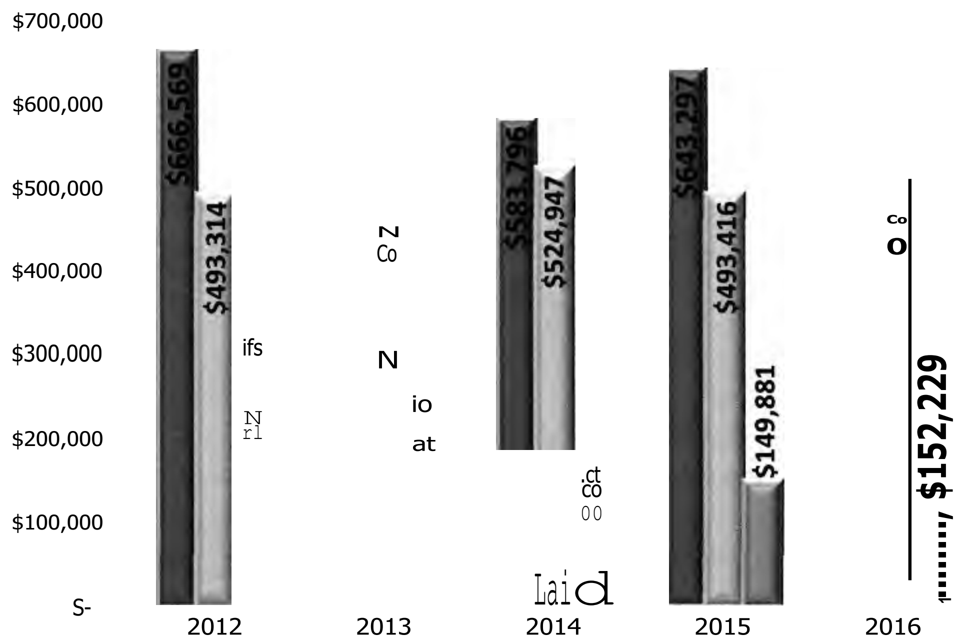


	Total Visits	Average Daily Attendance
▮ 2016	58,793	700
2015	58,253	693
2014	62,563	754
IN 2013	64,907	811
2012	77,028	917


Actual Days Open vs. Season Potential 2012-2016
87
86
87
93
86
85
80
83
84
84
2012
2013
2014
2015
2016
Actual Days Open
Potential Days Open


Family Aquatic Center Expenses (Including Capital)
2012-2016
$540,000
$530,000
$520,000
$510,000
$500,000
$490,000
$480,000
$470,000
$460,000
$450,000
$440,000
$528,939
$473,870
$524,947
$493,416
$510,831
2012
2013
2014
2015
2016

Revenues Less Expenses 2012-2016



	2012	2013	2014	2015	2016
Total Revenue	$666,569	$598,235	$583,796	$643,297	$663,060
Total Operating Expense	$493,314	$473,871	$524,947	$493,416	$510,831
Net Income	$173,255	$124,364	$58,849	$149,881	$152,229

COMMUNITY RELATIONS

I. DESCRIPTION OF AREA

Wheeling Park District Community Relations operates as part of the Park and Recreation Services Department. The primary purpose of the Park District's community relations efforts is to increase the community's awareness of Wheeling Park District, and produce quality special events for the community.

II. COMMUNITY RELATIONS

<u>Promotions and Publications</u>

In 2016, Wheeling Park District continued to publish a program guide three times per year. This periodical is produced professionally, is of high quality, and consists of a winter/spring edition, a summer edition, and a fall edition. The program guide is the number one tool used by the community to learn about program information regarding Wheeling Park District.

Staff also manages the Park District's internet website, www.wheelingparkdistrict.com, which provides residents and guests with opportunities to obtain information on programs, facilities, and services, register for programs, and interact with the District via email or on social media through links to the District's Facebook, Twitter, and Instagram accounts.

The Park District continued to use social media marketing as a promotional tool. The District maintains an active presence on Facebook, Twitter, and Instagram. The District also continued to use the Constant Contact service to send out email blasts to promote programs and events.

Separate, specialized newsletters were produced by staff for the schools, fitness members, and aquatics members. The aim of these newsletters is to deliver program and facility information to a smaller, targeted group of residents and guests. Other promotional materials such as flyers, handouts, email blasts, and press releases were produced for all areas.

The District's newsletter, *In the Know,* was relaunched in 2016, and will be in full circulation for 2017. This newsletter is produced to provide the residents and guests with updates on Park District happenings and activities such as District financials, project updates, and invitations and announcements about special happenings at the District.

Guest Appreciation Days

Guest Appreciation Days were hosted quarterly in the lobby of the Community Recreation Center. Each occasion featured light snacks, promotional giveaways, and information on upcoming programs and events. These days are opportunities for the District to thank all guests for their continue patronage and provide them an opportunity to interact face-to-face with a member of the Park District team.

At the end of 2016, the District hosted a Community Appreciation Day instead of the customary Guest Appreciation Day. This event featured free activities and classes for guests and "booths" in the CRC lobby for guests to learn about all the Park District has to offer. This new format was well received and will be a model for future events.

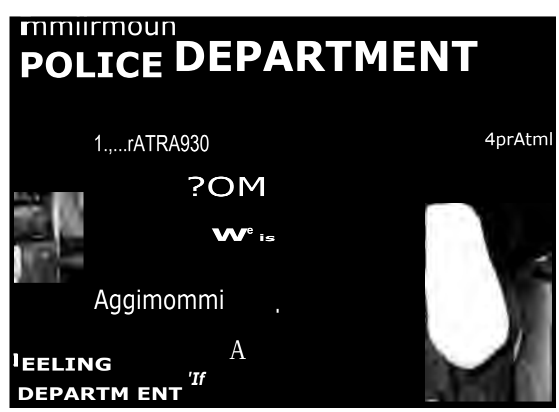
State of the Community Address

Building on the successful State of the Park District Address program, for 2016, the Park District partnered with the Village of Wheeling, Community Consolidated School District 21, Township High School District 214, and the Indian Trails Public Library District to produce a State of the Community Address.

This event was held at Chevy Chase Country Club in the newly renovated Devonshire Room. Guests were treated to a five-minute presentation from the head of each of the agencies, as well as information booths, conversations with elected officials and staff, and assorted snacks and refreshments.

This new program was well received by the community and will be continued in future years.

Village of Wheeling



Staff remained committed in 2016 to working closely with personnel from the Village of Wheeling to execute the highest-quality events possible. Examples of this were seen in the continued progress of the Heritage Park redevelopment project, Rockin' with the Cops at the Family Aquatic Center, ongoing evaluation of the feasibility of bringing Village-operated Senior Services to the CRC, and staff training conducted by the Wheeling Police Department.

Further collaboration took place in the area of Senior

Services programs and events. Park District staff and Village of Wheeling staff cooperatively worked to provide programs and events for seniors. These events included recognition lunches, holiday parties, and multiple programs and trips.

Wheeling Rotary

Consistent with the Agency's goal of continuing to establish and improve partnerships with government organizations, corporate Wheeling, and other community groups, the District is committed to a staff membership in the Wheeling Rotary Club.

The Rotarians meet weekly at Chevy Chase Country Club, and hold several events there as well, including the annual holiday party and Calcutta fundraiser.

Parks Day at the Capitol

Staff participated in the *2016 Parks Day at the Capitol* in Springfield, sponsored annually by the Illinois Association of Park Districts (IAPD), by setting up a display booth inside the Capitol building to showcase the many parks and recreational opportunities Wheeling Park District has to offer. Promotional literature and giveaway items were also handed out.

Wheeling Park District participates in this event annually in order to increase awareness of the Agency and call attention to the importance of parks and recreation in Illinois. The District's booth was visited by state legislators, and staff members employed in the offices of several state legislators, as well as numerous members of the general public. Staff took the opportunity to speak with legislators to provide them with information about the activities at Wheeling Park District.

Parks Day at the Capitol preceded the IAPD Legislative Reception and Conference, which staff was also able to attend. These two functions provided a great opportunity to speak to the importance of parks and recreation on a state level.

Family Learning Program

Wheeling Park District continued its partnership with Community Consolidated School District 21 for the Family Learning Program. This program provides educational life skills to parents of second language families in the School District. The partnership calls for the Park District to provide recreational opportunities for children at the school sites while their parents take English, computer, parenting, and GED classes.

This program continues to grow and transform based on the needs of the participants. A greater emphasis is being placed on the programs with Harper College and working with the education leaders in the community to provide adult learners with the skills they need and desire.

Middle School Intramurals continued in 2016 as well, with participants from several Wheeling schools at the CRC during after-school hours playing sports in the gymnasium and swimming. Students from the after-school mentoring program at London also visited the indoor pool as part of their incentive program.

Miscellaneous

The District continued to work toward increasing the exposure and presence of Wheeling Park District within the community by making a conscious attempt to be involved — or have representation — in community functions with the Village, schools, and library. These efforts are far too numerous to list, but include such items as advertising in Wheeling and Buffalo Grove High Schools' sports program publications, sponsoring the Wheeling Hardwood Classic, supporting Rockin' With the Cops and National Night Out, and donating complimentary passes to Boy Scouts, Girl Scouts, schools, PTOs, churches, and various other community groups.

To aid in this continued goal of increased exposure, the District expanded staff for this area by replacing the Communications Manager position with a Director of Marketing and Communications position, as well as adding a Communications and Outreach Manager.

III. DISTRICTWIDE SPECIAL EVENTS

Community special events are a series of entertainments produced by the Park District for the sole purpose of providing community-oriented activities to the residents at little to no charge. Most fees involved with these occasions are to cover direct expenses, rather than to gain profit. The Park District takes an approach of spending approximately $2 per resident in free recreation for these events.

Winter Festival

The Winter Festival was held in Heritage Park on Sunday, February 14, from 11:30 a.m. to 1:30 p.m. The date was rescheduled from January 17 due to dangerously cold temperatures. Unfortunately, February 14 was also a very cold and windy day, so there were only around 50 people in attendance. In addition to an outdoor ice-skating rink, the Park District provided arts & crafts, winter games, and plenty of hot chocolate.

Spring Egg Scramble

On Saturday, March 26, an estimated 550+ children between the ages of two and six raced around the turf field at Wheeling High School to collect their share of approximately 8,000 toy- and candy-filled plastic eggs. Wheeling Park District's aquatic mascots Petie and Willie, and a costumed bunny character, were all on hand for photo opportunities. Hot chocolate and coffee were provided to keep spectators warm. Each child also went home with a stuffed animal. The Wheeling Jaycees contributed to the enjoyment by handing out juice and cookies.

Earth Day

An Earth Day celebration was held at Heritage Park Performance Pavilion on Saturday, April 17. Over 250 people attended this event, which featured members of the Wheeling Garden Club assisting the children with planting a new butterfly garden in the park, a walking tour of Heritage Park led by Park District staff, arts and crafts, and exhibits by Harper College, The Family Learning Program, and Metropolitan Water Reclamation District of Greater Chicago (which also distributed free oak saplings). The Holmes Middle School Jazz Band provided entertainment.

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Summer Entertainment Series

The 2016 Summer Entertainment Series at the Heritage Park Performance Pavilion included four categories — Movies, Kids' Entertainment, Headliners, and Sounds of Summer Sunday Concerts — for a total of 18 free performances. Movies were screened on Thursday evenings, kids' entertainment was presented on Saturday afternoons, headliners performed on Friday evenings, and concerts were staged in the early evening on Sundays. The variety of concessions offered this summer was expanded with the addition of a built-in grill station, and popcorn and snow-cone machines. The schedule, with approximate attendance, is shown in the tables that follow.

Date	2016 Friday Headliners	Approximate Attendance
June 17	Semple	250-275
July 8	Midwest Deuling Pianos	225-250
August 5	Hi Infidelity	500-525

Date	2016 Kids' Entertainment	Approximate Attendance
June 18	Istvan & His Imaginary Band	40-50
July 15	Jeanie B & The Jelly Beans	150-175
August 20	Miss Jamie's Farm	60-75 (moved inside due to rain)

Date	2016 Movies	Approximate Attendance
June 23	*Jurassic World*	200-250
July 21	*Frozen Sing-A-Long*	200 (rained before start of movie)
August 18	*Inside Out*	175-200

Date	2016 Sunday Concerts	Approximate Attendance
June 26	Soda	50-60
July 10	Classical Blast	175
July 17	Second Hand Soul	100-125
July 24	American English	150-175 (rained 30 minutes in)
July 31	Banda Rika	75-85
August 7	Breakfast Club	175-200
August 14	Wild Daisy	150-175
August 21	Buffalo Grove Jazz Band	125-150
August 28	Bill O'Connell's Chicago Skyliners	110-125

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<u>School's Out for Summer Teen-Only Event</u>

On Friday, June 3, the Family Aquatic Center hosted a *School's Out for Summer* party for local teens. The Teens-Only Party was held at the Family Aquatic Center from 6 to 8 p.m. and drew over 225 participants, compared to 150 in 2015. This event featured the teen band SkyDeck, an interactive DJ, prizes, games, and giveaways. Middle School students from Holmes, London, 1
Cooper, and MacArthur danced, feasted on snacks from the concession stand, swam, and mingled with friends on the pool deck.

<u>Craft Beer & Wine Festival</u>

A Craft Beer and Wine Festival was held on Saturday, June 25, from 2 to 6 p.m. at the Heritage Park Performance Pavilion. This was the first year of the event and, all in all, it was very successful. While it was hot that day, there were approximately 175 attendees, and approximately 15 vendors present. Live music was provided and staff sold food prepared at the grill station.

Classic Car Show

The Classic Car Show was held on Saturday, July 30, from 1 to 4 p.m. at the Heritage Park Performance Pavilion. This was the first year of the event. There were 45 cars entered in the show, and the approximately 200 guests in attendance voted on the judged categories of Antique, Classic, Modified, Muscle Car, Sports Car, and Best in Show. Each of the winners received a trophy. A 60s rock 'n' roll band provided musical entertainment, and staff sold food prepared at the grill station.

FitKids Mini-Triathlon

The second FitKids Mini-Triathlon was held on Sunday, August 14, at 8 a.m. at the Family Aquatic Center, Heritage Park, and Performance Pavilion. There were 48 registered participants from ages 4 to 14, compared to 25 in 2015. The race consisted of a swim with different lengths (depending on age group), 1 to 3 laps around the 1.5 mile loop around Heritage Park on a bike, and a one-lap run around the lake loop of Heritage Park, with the finish line at the Performance Pavilion. All participants received a medal, post-race refreshments, and a backpack with goodies.

Passport to the World International Festival

The Passport to the World International Festival event was redesigned from several years ago and held at the Heritage Park Performance Pavilion on Saturday, August 27, from 4 to 8 p.m. The event was a great celebration of ethnic music, dance, and cultures. Nineteen groups performed, and there was a waitlist of 5 to 7 more groups. There were approximately 200-250 spectators in attendance.

FALLapalooza

The sixth annual FALLapalooza event was held on Sunday, September 18, from 1 to 4 p.m. in Heritage Park. This event featured a variety of activities for families, including inflatables, pony rides, a petting zoo, arts & crafts, and hayrides. Live music and food were also featured at this event. This continues to be one of the Park District's most popular family events, with an estimated 3,000 guests, compared to approximately 2,000 in 2015.

Oktoberfest

On Friday, October 7, and Saturday, October 8, the Heritage Park Performance Pavilion hosted its first Oktoberfest. The event consisted of select German and domestic beers, and authentic German food served by Edelweiss German Market. Local band Midnight, and popular cover band 7th Heaven played on Friday, while polka band **IPA** Tribute Band, and popular country band Bella Cain played on Saturday evening. Approximately 280 guests attended on Friday, and 150 on Saturday. Attendance was hampered due to the event coinciding with two Chicago Cubs National League Division playoff games, as well as Wheeling High School's homecoming.

Boonanza

The annual Boonanza celebration was held at the CRC on Friday, October 28. The event included an inflatable pumpkin bounce house and inflatable haunted maze. The kid-friendly, interactive, giant maze constructed in house by the District's Parks and Facilities Division was used in the spooky scary room for children 8 to 10 years old. Popular events from previous years that were brought back included spooky storytelling in the Preschool wing, wiggle room for young children, outdoor hayrides around the CRC facility, pumpkin decorating, and a craft room. New this year was a magic show, which was very popular. Staff estimates there were approximately 575 children and 750 adults in attendance.

Thanksgiving Community Feast

The fifth annual Thanksgiving Community Feast was held at Chevy Chase Country Club on Sunday, November 20, which was a week later than in 2015. This date coincided with the Village of Wheeling's holiday lighting ceremony that many officials and guests also enjoyed. The event was well attended by 331+ guests, compared to 139+ guests in 2015. New for 2016 was the addition of a performance by the Holmes Middle School Jazz Band. The Park District received cash donations to help offset the cost of the meal, and collected plenty of canned food donations for the Wheeling Food Pantry.

Family Learning Program Benefit Golf Outing

While still considered a community event, the Family Learning Program Benefit Golf Outing has a different objective than the other endeavors, as its only goal is to collect as much revenue as possible to support the Family Learning Program.

The 2016 Golf Outing was held on Wednesday, August 3, at Chevy Chase Country Club. This event was a cooperative effort between the Park District and School District 21. The proceeds netted were in excess of $12,000. Much of the revenue generated was from sponsors and contributors, golfers, raffle prizes, and dinner guests.

The event drew 110 golfers, 50+ additional guests for dinner only, and over 30 sponsors and contributors. Raffle tickets were sold throughout the day and featured many donated prizes. The prizes ranged from restaurant gift certificates to foursomes at local golf courses. Participants took part in the scramble tournament and also competed for individual hole prizes.

Revenue
Sponsors: $8,100
Dinner-only Guests: $1,610
Golf & Dinner: $10,350
Extras (raffle tix, golf games, etc.): $3,147
TOTAL: $23,207

Expenses
CCCC Golf/Lunch/Dinner/Prizes: $11,071

Net Proceeds: $12,136

IV. SPONSORSHIP PROGRAM

The District completed and formalized a sponsorship program in 2016. The 2016 iteration of the program focuses on Districtwide Special Events, and the Heritage Park events at the Performance Pavilion.

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CHEVY CHASE COUNTRY CLUB

I. DESCRIPTION OF OPERATIONS

Chevy Chase Country Club is owned and managed as an enterprise fund by Wheeling Park District. The 34,690 square foot Clubhouse offers a full-service banquet operation, golfer's bar and grill, and a 500 square foot golf and gift shop. Banquet guests have the option of holding events in the Devonshire Room, which seats up to 250 comfortably, the Gable Grill for smaller events, or the magnificent Grand Ballroom, with seating for up to 500. Both banquet rooms have their own built-in bars and bridal suites. Surrounding the facility is Traditions at Chevy Chase — a 6,610 yard, 5-star, par 72, 18-hole championship golf course. The Clubhouse supports the golf course through a fully stocked golf shop, men's and women's locker rooms, the Gable Grill for food and beverage service, and three beautiful patios for guests to enjoy. In 2016, Chevy Chase hosted 85,056 guests. Of this number, 30,520 were golfers and 54,536 were banquet/food and beverage patrons.

II. 2016 ACCOMPLISHMENTS

In the ongoing effort to improve the curb appeal, guest experience, and maintenance of current assets, numerous improvements occurred at Chevy Chase in 2016, as listed below:

- Completed Phase 2 of the Master Plan through the renovation of the Grand Ballroom, Abbey, bar, restrooms, second-floor office space, and bridal suite
- Hired Leibold Irrigation to improve the golf course irrigation system
- Purchased the following equipment:
  - Jacobsen Truckster and core aerifier
  - Greens roller
  - 2 food warmers for banquets

2016 Capital Improvements	Expenditure
Phase 2 construction	$1,235,450
Rooftop heater (maintenance)	$ 7,400
Proxy card readers	$23,750
Cabinet/counter for Gable bar	$ 1,190
1st hole landscape improvements	$10,000
Total	**$1,277,790**

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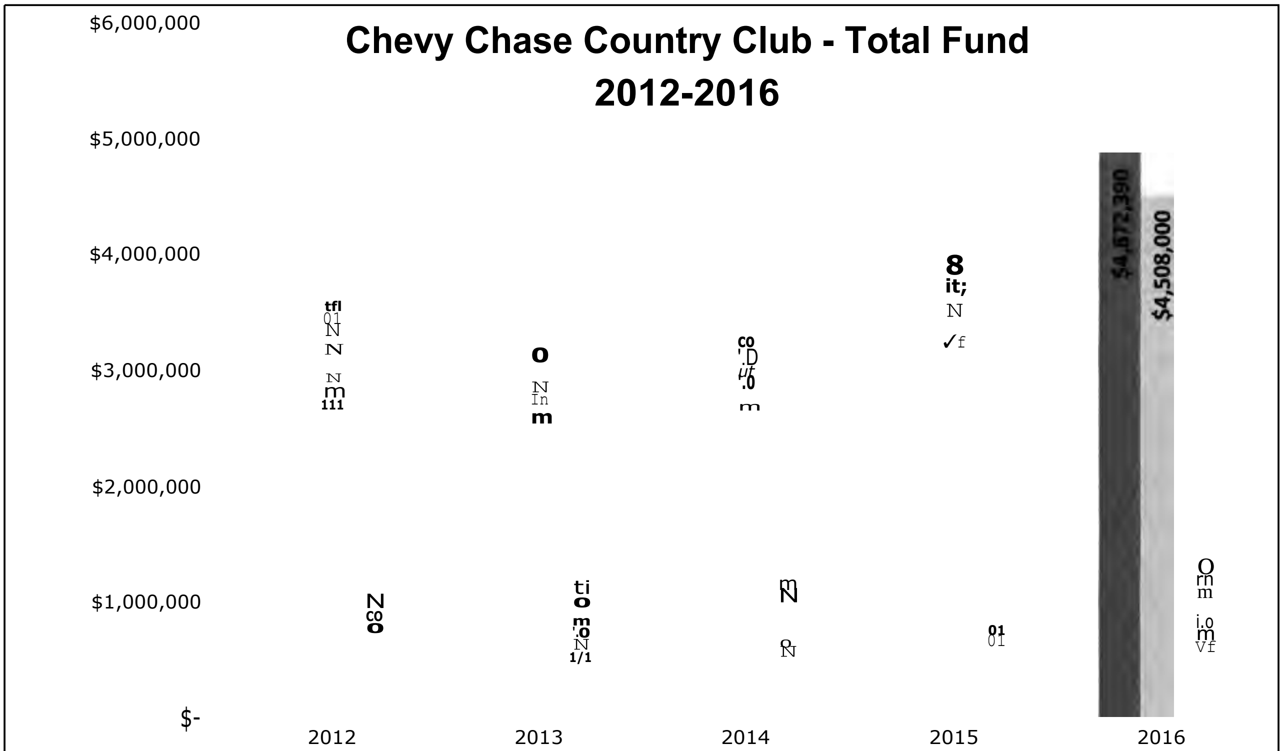
III. HISTORY

Since renovation of the golf course and banquet halls, staff has been quantifying Chevy Chase Country Club's business activity. Several pieces of important data have been compiled on the functions that are conducted at the facility, focusing on the following defined performance indicators:

- Number and type of events
- Number of guests
- Utilization rates
- Revenue per guest/event/round/available tee time
- Total labor
- Total revenues
- Total expenses
- Net income

Through the collection of this data, along with SWOT analysis, staff is able to get a glimpse into the purchasing patterns of the guests visiting Chevy Chase and identify what they value. The information captured is essential to growing the business and, ultimately, in being able to realize the goal of providing memorable experiences in parks & recreation that enrich our communities.

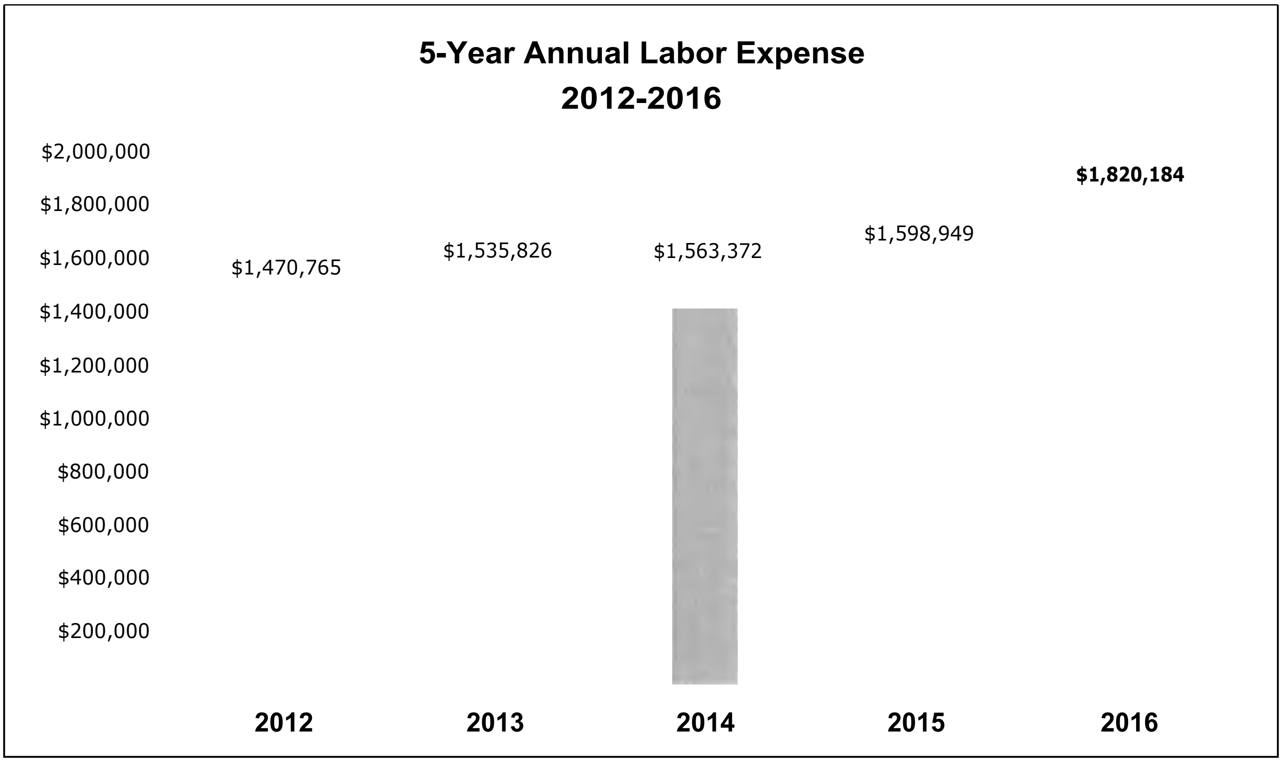
Statistical information from years 2012-2016 and a summary of operations have been provided for each of the four primary areas: Food & Beverage, Golf Operations, Golf Maintenance, and Facility Maintenance.



	2012	2013	2014	2015	2016
Total Revenue	$3,858,377	$3,784,085	$3,951,380	$4,306,804	$4,872,390
Total Expenses	$3,742,295	$3,521,069	$3,656,857	$4,275,005	$4,508,000
Net Income	$116,082	$263,016	$294,523	$31,799	$364,390

The metrics show that Chevy Chase Country Club had the highest Net Operating Income in the past five years. Revenues were up 18% from average and NOI was up 52% from average. This increase in income was fueled by a dramatic spike in food and beverage sales.

Total labor increased by 12% to adjust to NOI's increase of 52%. Full-time staff was added to the sales office due to a high demand for private event bookings for 2017-18, and extra service staff was added to ensure the increase in weddings provided exceptional customer service.



Annual Labor Expense by Division

	2012	2013	2014	2015	2016
Golf Ops	$ 176,659	$ 173,666	$ 153,288	$ 159,168	$ 211,641
Golf Maintenance	$ 286,654	$ 315,053	$ 315,724	$ 320,518	$ 292,628
F&B	$ 622,736	$ 645,910	$ 699,550	$ 718,674	$ 917,799
Facility Maintenance	$ 127,630	$ 133,310	$ 123,369	$ 120,724	$ 148,539
Administration	$ 257,086	$ 267,887	$ 271,441	$ 279,865	$ 249,577
Total Labor	**$1,470,765**	**$1,535,826**	**$1,563,372**	**$1,598,949**	**$1,820,184**

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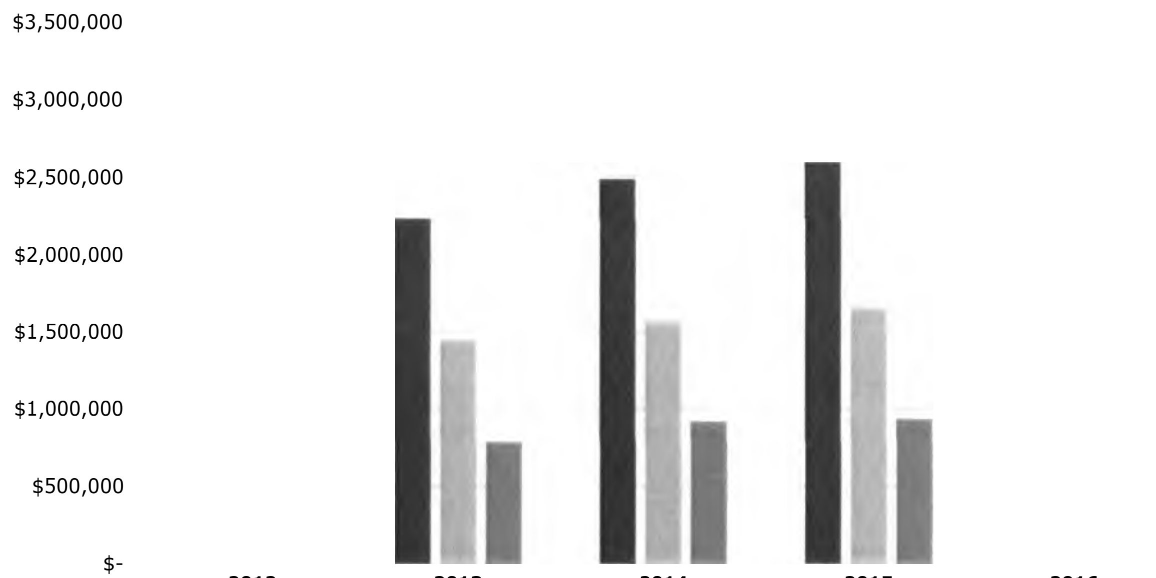
IV. FOOD AND BEVERAGE OPERATIONS

Chevy Chase Country Club hosted 496 food & beverage events in 2016, serving 54,536 guests. Revenue increased 19% year over year, to $3,180,130. The rise in revenue resulted in a year-over-year net income increase of 12%, for an overall net income gain of $265,819.

The facility hosted 24 in-house events in 2016. Seasonal favorites included Daddy-Daughter Dance, St. Patrick's Day, Easter Breakfast, Mother's Day Brunch, Breakfast with Santa, and New Year's Eve. There were also 74 social events, 76 golf outings, 219 corporate, and 103 weddings.

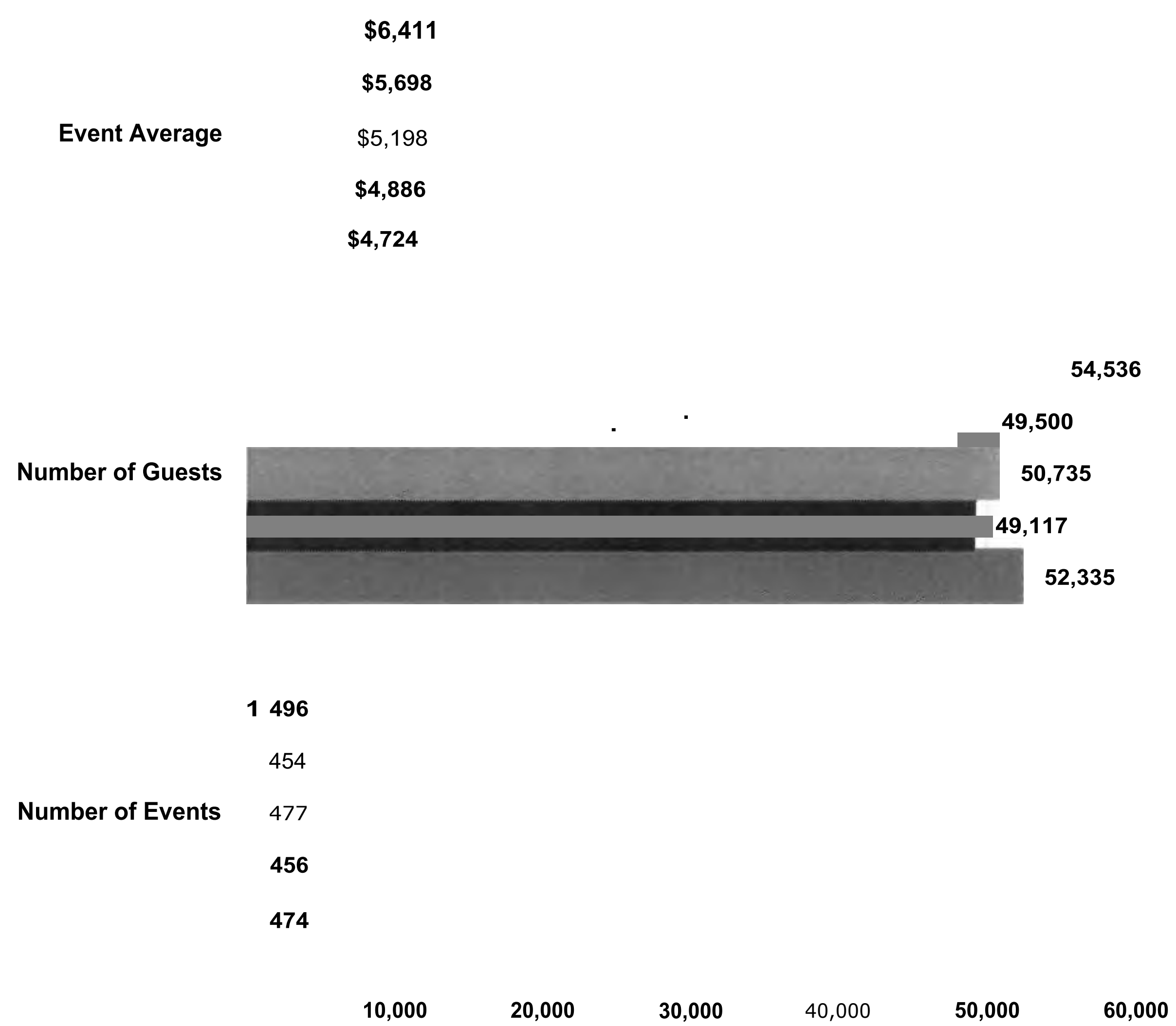
Food & Beverage Revenue/Expense/Net Income 2012-2016



	2012	2013	2014	2015	2016
Revenue	$2,239,134	$2,227,969	$2,479,226	$2,587,056	$3,180,130
Expense	$1,409,013	$1,441,367	$1,561,612	$1,652,695	$1,979,950
Net Income	$830,121	$786,602	$917,614	$934,361	$1,200,180

The following information details the types of events, number of events, number of guests, sales, and costs for the five different areas that comprise the Food and Beverage division.

Food & Beverage Event Totals/Averages 2012-2016



	Number of Events	Number of Guests	Event Average
M2016	496	54,536	$6,411
1c 2015	454	49,500	**$5,698**
■t 2014	477	50,735	**$5,198**
■ 2013	456	49,117	**$4,886**
■ 2012	474	52,335	$4,724

Banquet Sales

	2012	2013	2014	2015*	2016
# of Events	394	396	379	377	420
# of Guests	41,205	44,101	43,561	42,856	48,381
# of Weddings	74	68	73	91	103
# of Social	68	66	62	40	74
# of Corporate	215	231	215	223	219
F&B Sales	$1,413,250	$1,388,330	$1,571,634	$1,658,379	$2,024,474
Average Check	$34.30	$31.48	$36.08	$38.70	$41.84
Food Cost	32%	34%	33%	33%	27%
Beverage Cost	23%	23%	21%	22%	25%

** Devonshire under construction January-May 2015*

Golf Outings (With Food & Beverage

	2012	2013	2014	2015	2016
# Golf Guests	5,758	5,016	7,129	6,644	6,155
Avg Check	$24.33	$27.95	$24.18	$25.68	$31.21
Total Sales	**$140,082**	**$140,233**	**$172,347**	**$170,585**	**$192,066**

Gable Grill & Beverage Cart

	2012	2013	2014	2015	2016
Food Sales	$ 62,193	$ 69,835	$ 54,825	$ 62,647	$ 57,263
Bev Sales	$133,629	$136,223	$115,711	$135,358	$163,472
Bev Cart	$ 47,353	$ 45,617	$ 46,647	$ 51,753	$ 57,224
Total Sales	**$243,175**	**$251,675**	**$217,183**	**$249,758**	**$277,959**

Other Income

	2012	2013	2014	2015	2016
Fees & Admin	$ 10,361	$ 12,525	$ 8,694	$ 0	$ 0
Rentals	$129,168	$118,920	$122,137	$ 95,429	$113,293
Miscellaneous	$301,502	$326,355	$381,729	$411,817	$532,498
Total	**$441,031**	**$457,800**	**$512,560**	**$507,246**	**$645,791**

V. GOLF OPERATIONS

The weather did not cooperate in March, causing a very late opening of the golf course (March 25). April and May brought colder-than-normal temperatures, causing Traditions to limp into the season as far as rounds of golf. A more cooperative peak season helped rounds get back on track, and with a late surge of warmer-than-normal temperatures in November some of the lost rounds of golf were salvaged. In total, Traditions finished the year with 30,689 rounds of golf, which was 1,102 less than the prior year.

Staff chose to actively manage and address the highly-competitive weekday golf market by promoting directly to golfers with the Traditions Players Club (TPC). In 2016, 114 golfers purchased the $119 TPC card for a total of $13,566. Cardholders played a total of 1,973 rounds, generating $57,115 in golf-fee revenue. All told, the TPC card generated $70,681.

Traditions also renewed the relationship with GolfNow, a third-party website, to entice golfers by offering dynamic pricing depending on tee sheet capacity. GolfNow was not introduced until June, but still brought in 1,185 rounds at approximately $52,000 in revenue.

Traditions staff also surveyed golfers throughout the season for the purpose of Net Promotor Scores. Using the classic 1-10 scale, guests answered the question of "Would you refer a friend or colleague to play our course?" A score of 9-10 resulted in the customer being a promoter, a 7-8 meant a passive customer, and anything 6 and below was a detractor. After 478 surveys were tallied, Traditions' score finished at 62%, which is 22% higher than standard.

Rounds Played by Month
2012-2016

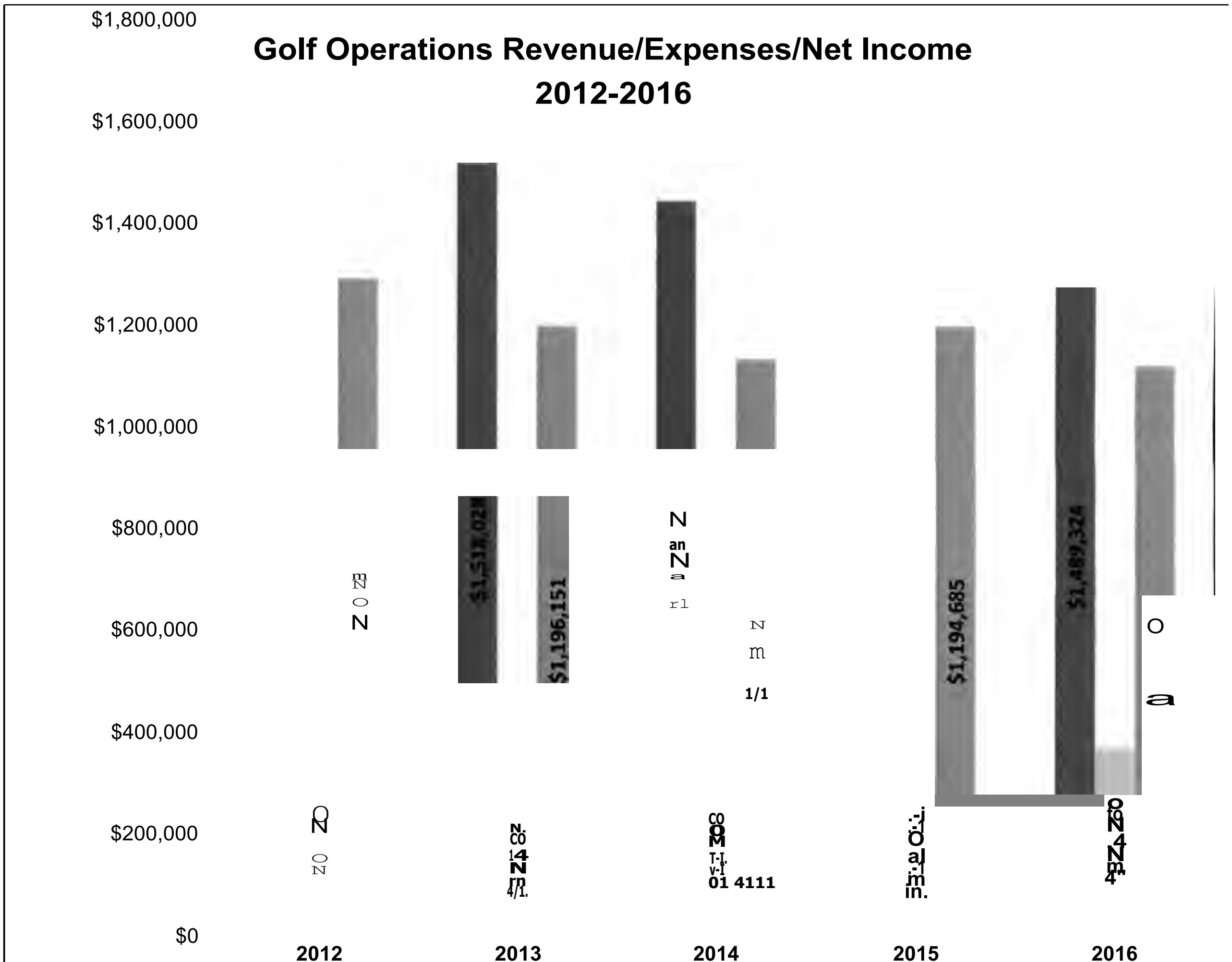
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2012	1,604	2,490	4,601	5,788	5,641	5,831	4,672	2,400	1,429	604	35,060
2013	254	1,739	4,322	4,952	6,834	6,574	5,331	3,352	873	0	34,231
2014	0	1,770	3,850	4,880	5,594	5,638	4,631	2,511	526	0	29,400
2015	201	2,085	3,743	4,871	5,628	5,527	4,680	2,742	1,425	889	31,791
2016	310	1,558	3,405	5,347	5,725	5,248	4,256	2,889	1,951	0	30,689
YOY	109	(527)	(338)	476	97	(279)	(424)	147	526	(889)	(1102)

Golf Fee Revenue

	2012	2013	2014	2015	2016
Green Fees	$1,111,838	$1,050,398	$964,341	$1,057,029	$1,021,605
Cart Fees	$408,185	$376,457	$377,934	$365,288	$346,986
Total Golf Fees	$1,520,023	$1,426,855	$1,342,275	$1,422,317	$1,368,591
Avg Fee/Rd	$43.47	$41.68	$45.65	$44.87	$44.60

Labor Expense

	2012	2013	2014	2015	2016
Full Time	$ 61,928	$ 63,423	$ 53,450	$ 56,692	$ 96,968
Part Time	$114,731	$110,243	$ 99,838	$102,476	$111,673
Total	$176,659	$173,666	$153,288	$159,168	$208,641



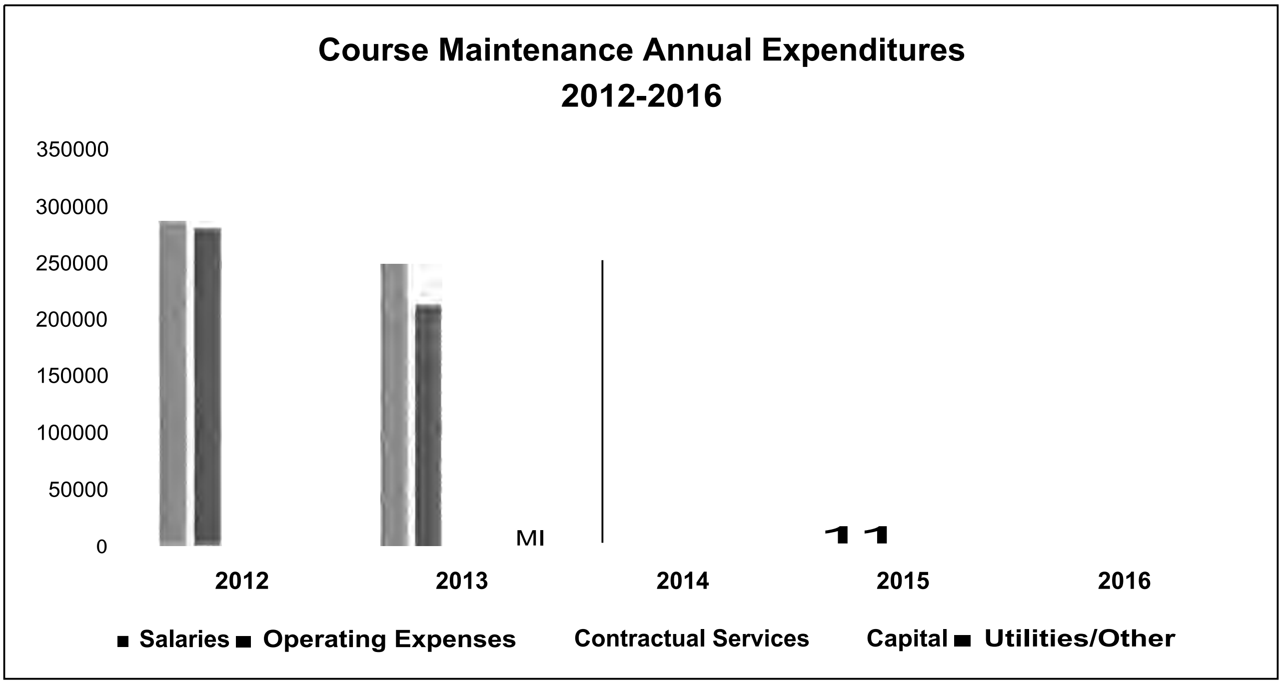
	2012	2013	2014	2015	2016
■ Total Revenue	$1,610,454	$1,518,028	$1,442,542	$1,513,696	$1,489,324
Total Expenses	$320,220	$321,877	$311,308	$319,011	$371,260
■ Net Income	$1,290,234	$1,196,151	$1,131,234	$1,194,685	$1,118,064

Golf Pro Sho

	2012	2013	2014	2015	2016
Sales	$67,550	$72,862	$87,552	$79,515	$103,566
COGS	$41,690	$45,035	$63,560	$53,715	$69,763
Gross Margin %	38%	37%	27%	33%	33%
$ Gross Margin	$25,860	$27,827	$23,991	$25,800	$33,803
Sales/Round	$1.93	$2.10	$2.98	$2.50	$3.39
$ Margin/Round	$0.74	$0.81	$0.82	$0.81	$1.11

VI. GOLF COURSE MAINTENANCE

Golf Maintenance continued to pursue an aggressive disease management/organic fertility strategy in 2016. The results were impressive — with virtually zero incidence of dollar spot, brown patch, or Pythium blight anywhere on the property. While the strategy resulted in an increased expenditure in plant protectants, overall operating expenses were stable year over year.



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Golf Maintenance

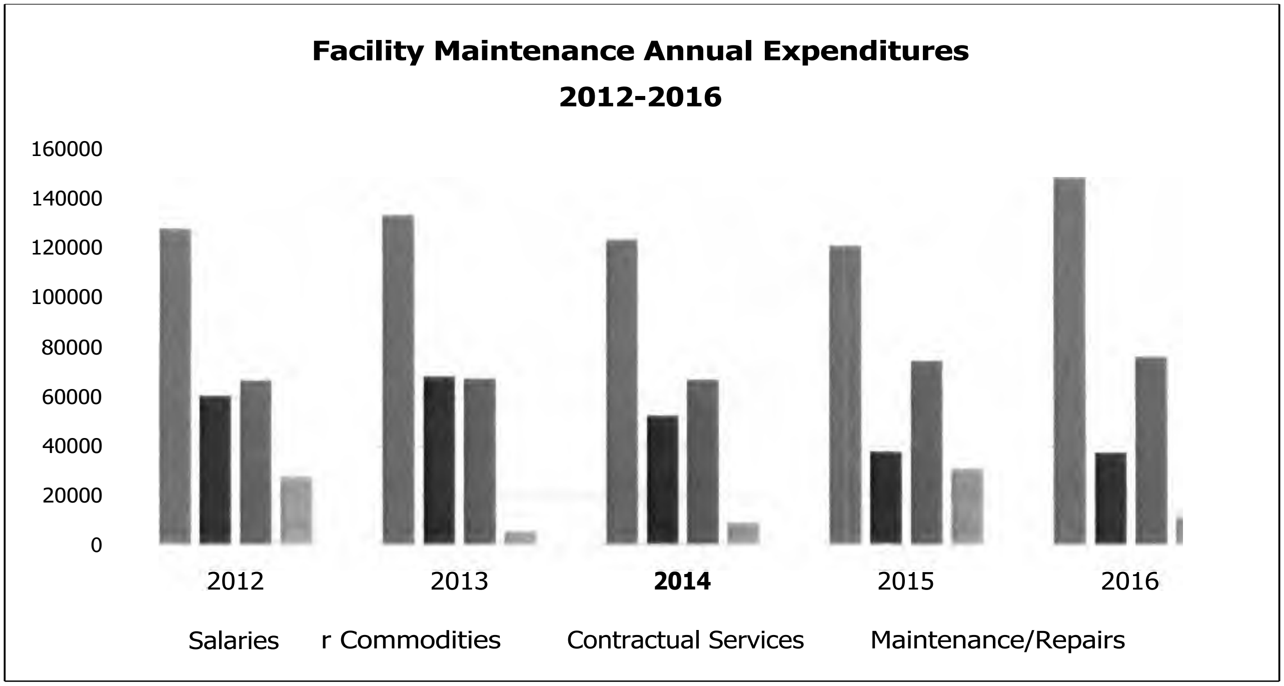
	2012	2013	2014	2015	2016
Salaries & Wages	$286,654	$315,053	$315,724	$320,518	$292,628
Operating Expenses	$280,898	$213,423	$229,240	$224,045	$221,115
Contractual Services	$ 7,621	$ 13,154	$ 13,223	$ 14,360	$ 61,784
Capital	$ 52,393	$ 85,465	$ 69,388	$255,790	$ 44,150
Utilities/Other	$ 11,594	$ 14,657	$ 19,368	$ 7,696	$ 9,286
Total Expenses	$639,160	$641,752	$646,943	$822,409	$628,963
% Change YOY	**10%**	**0%**	**1%**	**27%**	**-24%**

2016 Weather Conditions

March	Unseasonably Cold
April	Unseasonably Cool and Wet
May	Cool and Wet
June	Warm and Dry
July	Warm and Dry
August	Hot and Dry
September	Warm
October	Warm and Dry
November	Unseasonably Warm
December	Cold

VII. FACILITY MAINTENANCE

With all of the renovations completed on the property, staff used all resources necessary to ensure that the building was kept at a high level when it came to cleanliness and overall appearance. The Facility Maintenance crew also spent time in room turnover in order to warrant all events ran smoothly and up to guests' standards.



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FINANCE

I. DESCRIPTION OF OPERATIONS

At the start of 2016, the Administrative Services Division was comprised of the operations of finance, information technology, and guest service. During the year however, the District reorganized its structure and the operations of Administrative Services changed, as guest service and finance were separated from information technology.

The District is a municipal corporation that is governed by an elected, seven-member board. The District uses funds to report its results of operations. Funds are classified into governmental and proprietary (enterprise) categories. Each category is divided into separate fund types. A brief description of the funds follows:

Government Funds

Corporate — This fund includes the cost to maintain parks and administrative expenses, such as board support, administrative services, technology, and finance.

Special Revenue Funds

Recreation Fund — This fund handles the expenditures necessary to operate the recreation programs, as well as the indoor and outdoor Aquatic Centers, the Community Recreation Center, the Fitness Center, and Heritage Park Sports Complex.

Museum Fund — This fund covers the expenses to maintain the Museum and Church at Chamber Park.

IMRF Fund — This fund, which is levied for separately by the District, covers the District's contribution to the Illinois Municipal Retirement Fund (IMRF).

FICA Fund — This fund, which is levied for separately by the District, covers the District's share of Social Security and Medicare.

Tort Immunity Fund — This fund accounts for the costs of insurance, risk management, staff safety-related training, and loss prevention and reduction services.

Audit Fund — This fund covers the expense of the annual audit of the District's financial statements, as required by law.

Police Fund — This fund covers the District's expense for its own park security force.

Special Populations Fund — This fund primarily pays for the District's membership in the Northwest Special Recreation Association (NWSRA), other programs that target specific populations, and facilities that also target specific populations.

Paving and Lighting — This fund contains the expenses for constructing, maintaining, and lighting roadways within the District's parks and facilities.

Capital Projects Funds

Capital Projects-Bonds — The District annually issues non-referendum debt within its legal limitations to fund new capital projects.

Capital Projects-Other — The District established a fund in 2005 to segregate revenues received from such things as cash-land donations, transfers from other funds, and grant revenues. Additionally, bonds may be issued to fund specific capital needs. The intention in creating this fund is to build up capital reserves to assist the District in its long-range planning.

Debt Service

Bond and Interest Fund — The debt service fund is used to pay the interest and principal on the general obligation bonds that have been issued to provide funds for the acquisition or improvements of capital assets, in addition to the acquisition and construction of major capital facilities.

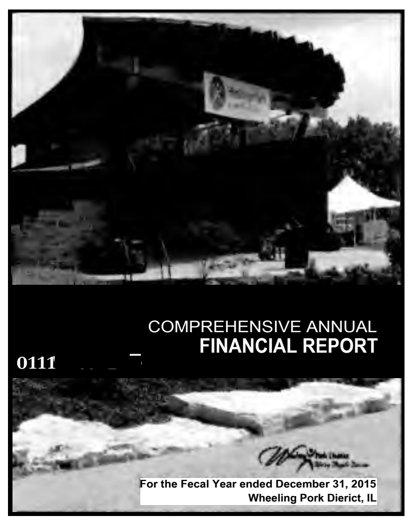
Bond and Interest 2010 ARS Fund — This debt service fund was established in 2011 to pay the interest and principal on the Build America General Obligation (Alternative Revenue Source) Bonds issued in 2010. This fund will be closed after the final debt service payment is made in 2030.

Proprietary

Chevy Chase Country Club-Enterprise Fund — This fund accounts for the activity at the Country Club — both golf course operations and the Clubhouse (food and beverage).

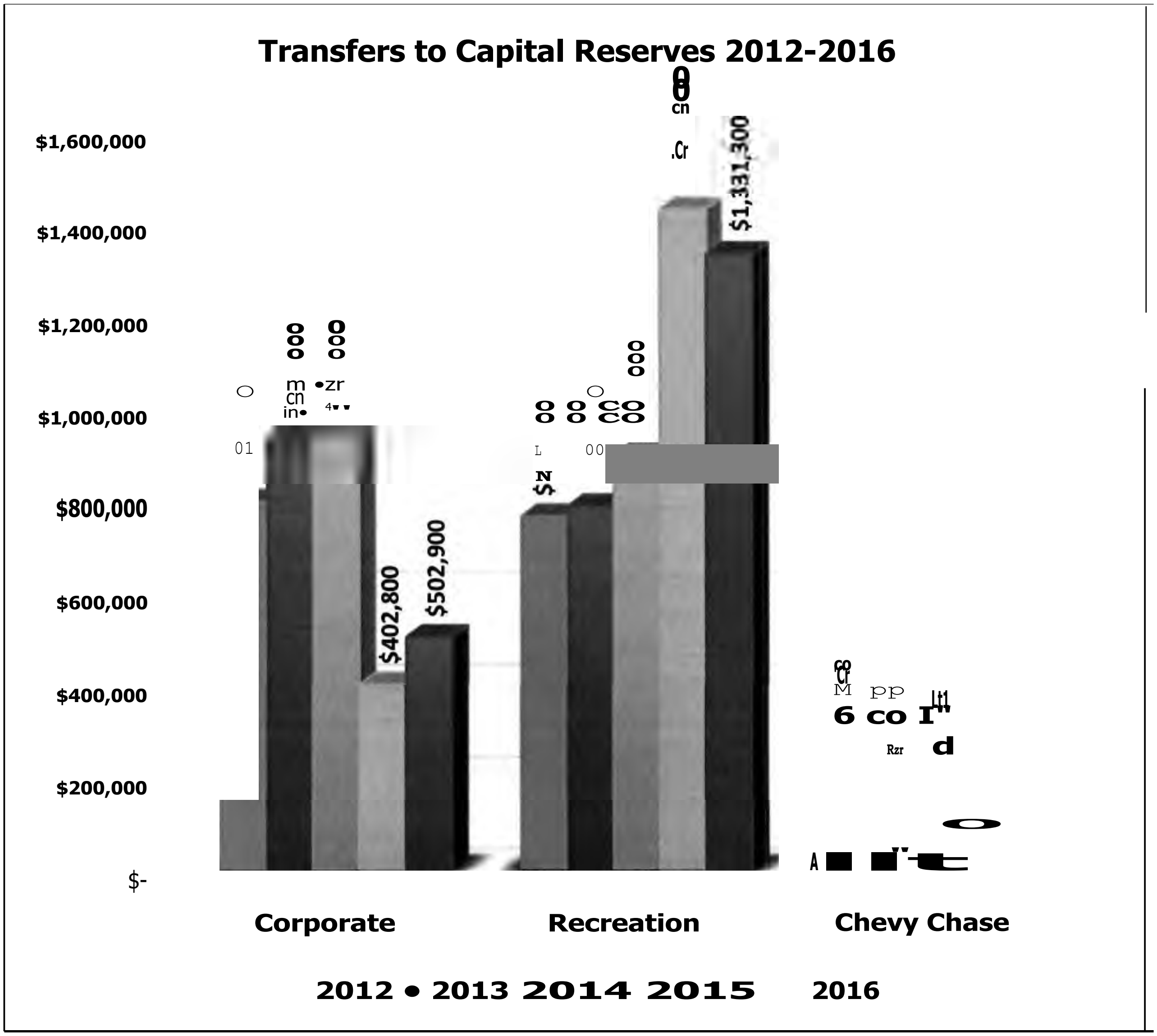
II. 2016 ACCOMPLISHMENTS

Exclusive of the year-end transfers to the capital projects fund, all major funds exceeded budget. In addition, the Agency made its final debt service payment and retired the debt that was initially issued as General Obligation (GO) Limited Tax Park Bonds in 2014 and 2015. The District has reached its full Debt Service Extension Base (DSEB) borrowing capacity with the 2016 issue.



Transfers to Capital Projects Fund

In 2016, transfers were made to the Capital Projects Fund (Other) from the Corporate and Recreation Funds in the amount of $502,900 and $1,331,300, respectively. These year-end transfers far exceeded budgeted expectations, and position the Agency to be able to meet its Capital Replacement and Improvement Plan (CRIP) goals. From 2008 through 2016, over $12,887,000 has been transferred to the Capital Projects Fund.



Cash In-Transit

In an effort to manage risk by increasing the safety and security of human capital and financial currency, the District continued contracting with Dunbar Armored for cash in-transit services. The company is responsible for the movement of cash in-transits between District facilities (Heritage Park Sports Complex, Family Aquatic Center, and Chevy Chase Country Club to Community Recreation Center), along with the delivery of cash in-transits from Community Recreation Center to the District's bank for deposit.

III. 2016 FINANCIAL SUMMARY

In 2016, the District maintained its financial stability. All funds achieved fund-balance targets.

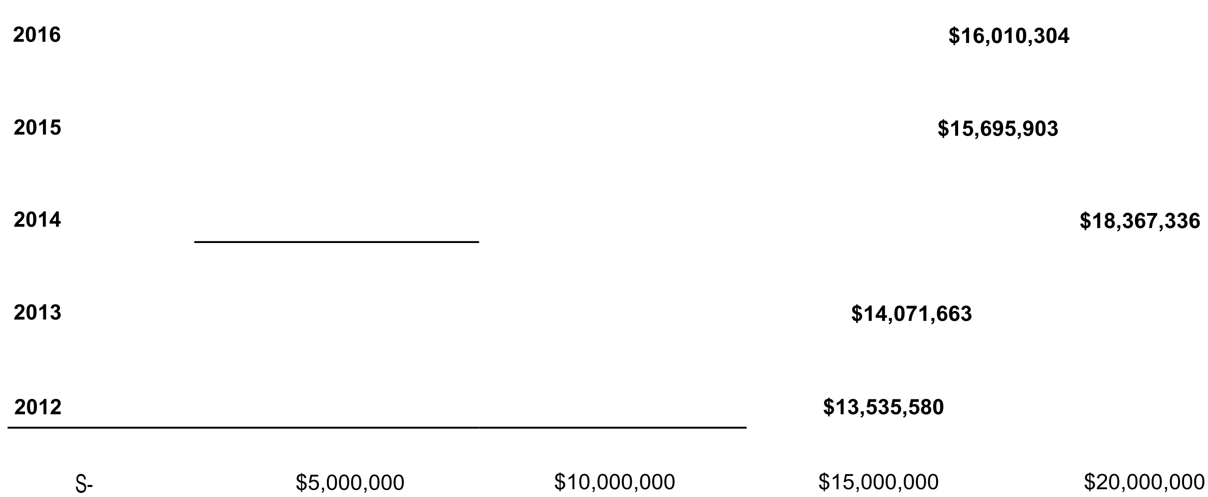
The District continued to streamline operations and look for efficiencies in order to best serve its mission of providing memorable experiences in parks & recreation that enrich its communities.

The tables and graphs that follow summarize actual revenues and expenditures for both the Governmental and Enterprise (Chevy Chase Country Club) funds over the last five years.

Wheeling Park District Governmental Fund Revenues

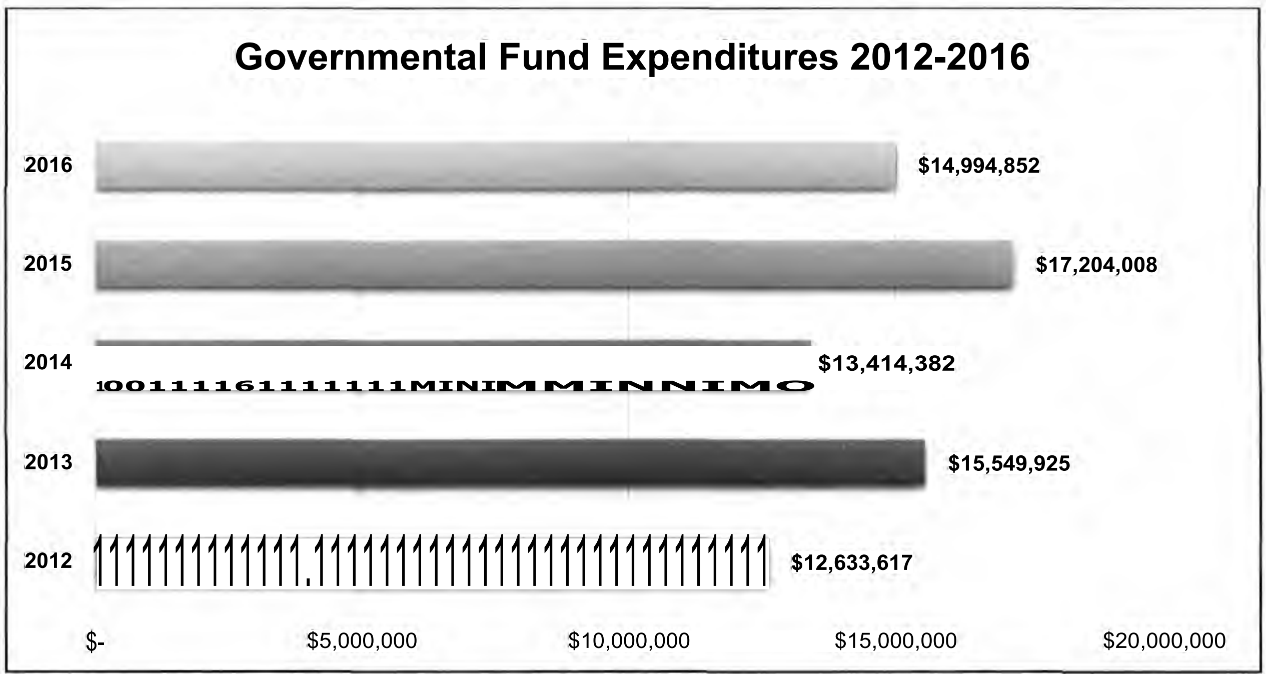
	FY2012	FY2013	FY2014	FY2015	FY2016
SOURCES					
Tax Receipts	$ 7,443,156	$ 7,672,272	$ 7,852,056	$ 7,959,058	$ 8,174,901
Program Fees	$ 1,301,737	$ 1,268,386	$ 1,415,086	$ 1,530,468	$ 1,507,910
Memberships/Admissions	$ 962,511	$ 968,260	$ 903,049	$ 914,085	$ 906,699
Concession Sales	$ 100,362	$ 84,234	$ 185,241	$ 255,735	$ 291,117
Interest	$ 60,196	$ 64,216	$ 70,017	$ 74,257	$ 72,284
Rentals	$ 85,531	$ 82,655	$ 222,111	$ 306,132	$ 355,629
Grants	$ 100,000	$ 226,144	$ 21,556		
Miscellaneous	$ 703,190	$ 456,344	$ 735,769	$ 1,025,861	$ 558,439
Total	$10,756,683	$10,822,511	$11,404,885	$12,065,596	$11,866,979
Internal Transfer	$ 2,278,897	$ 2,574,152	$ 2,587,431	$ 2,755,307	$ 2,828,325
Bond Issuances	$ 500,000	$ 675,000	$ 4,375,020	$ 875,000	$ 1,315,000
GRAND TOTAL	$13,535,580	$14,071,663	$18,367,336	$15,695,903	$16,010,304

Governmental Fund Revenues 2012-2016



Wheeling Park District Governmental Fund Expenditures

	FY2012	FY 2013	FY 2014	FY 2015	FY 2016
FUNCTIONS					
General	$ 1,954,848	$ 1,904,752	$ 2,164,515	$ 2,146,350	$ 2,213,641
Recreation	$ 3,259,756	$ 3,264,213	$ 3,679,545	$ 3,780,798	$ 3,900,827
Museum	$ 47,477	$ 60,243	$ 52,711	$ 45,856	$ 42,019
Tort	$ 425,963	$ 345,149	$ 367,890	$ 382,528	$ 341,076
IMRF	$ 355,748	$ 358,952	$ 367,008	$ 389,610	$ 359,117
FICA	$ 341,855	$ 343,312	$ 352,959	$ 374,289	$ 384,586
Audit	$ 30,274	$ 42,453	$ 42,763	$ 44,153	$ 34,117
Police	$ 48,249	$ 44,388	$ 40,039	$ 42,493	$ 38,669
Special Populations	$ 273,730	$ 348,387	$ 256,541	$ 245,384	$ 248,776
Paving & Lighting	620	$ 17,750	$ 12,937	$ 14,862	$ 6,322
Capital Projects	$ 1,568,126	$ 4,151,585	$ 1,464,901	$ 4,957,057	$ 2,565,349
Debt Service	$ 2,100,867	$ 2,159,938	$ 2,099,898	$ 2,111,616	$ 2,120,107
Total	$10,407,513	$13,041,122	$10,901,707	$14,534,996	$12,254,606
Internal Transfer	$ 2,226,104	$ 2,508,803	$ 2,512,675	$ 2,669,012	$ 2,740,246
GRAND TOTAL	$12,633,617	$15,549,925	$13,414,382	$17,204,008	$14,994,852



Wheeling Park District Enterprise Funds (Internal Reporting Basis)					
	FY2012	**FY2013**	**FY2014**	**FY2015**	**FY2016**
REVENUES	$3,858,377	$3,784,085	$3,951,380	$4,306,804	$4,872,390
EXPENDITURES	$3,742,295	$3,521,069	$3,656,857	$4,275,005	$4,508,000

Wheeling Park District Enterprise Funds (Proprietary Accounting Basis)					
	FY2012	**FY2013**	**FY2014**	**FY2015**	**FY2016**
REVENUES	$4,240,513	$3,902,375	$3,951,379	$5,815,028	Unavailable
EXPENDITURES	$4,097,684	$4,178,684	$4,334,442	$4,585,951	at this time;
SURPLUS (DEFICIT)	$ 142,829	$ (276,309)	$ (383,063)	$1,229,077	awaiting audit

Enterprise Funds (Internal Reporting Basis) 2012-2016

	FY2012	FY2013	FY2014	FY2015	FY2016
Revenues	$3,858,377	$3,784,085	$3,951,380	$4,306,804	$4,872,390
.41.Expenditures	$3,742,295	$3,521,069	$3,656,857	$4,275,005	$4,508,000

CORPORATE FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	978,844	978,907	978,884
Sources:			
Rewnues	3,078,609	3,129,958	3,247,373
Transfers In			
Transfers In			
Total Sources	3,078,609	3,129,958	3,247,373
Uses:			
Expenditures			
Operations	2,090,503	2,416,789	2,187,384
Capital	55,847	35,900	26,257
Transfers Out			
Debt Service Fund	366,125	364,212	364,192
Chevy Chase Fund	163,294	166,562	166,562
Capital Projects Fund (Other)	402,800	146,400	502,900
Transfers Out	932,219	677,174	1,033,654
Total Uses	3,078,569	3,129,863	3,247,295
Sources Less Uses	40	95	78
Fund Balance December 31,	978,884	979,002	978,962
Fund Balance % of total us es	31.80%	31.28%	30.15%

RECREATION FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	1,286,587	1,286,676	1,286,628
Sources:			
Rewnues	5,517,632	5,629,913	5,539,901
Transfers In:			
Transfers In			
Total Sources	5,517,632	5,629,913	5,539,901
Uses:			
Expenditures:			
Operations	3,713,877	4,180,833	3,844,757
Capital	66,921	104,899	56,070
Transfers Out:			
Debt Service Funds	308,893	307,763	307,763
Capital Projects Fund (Other)	1,427,900	1,036,300	1,331,300
Transfers Out	1,736,793	1,344,063	1,639,063
Total Uses	5,517,591	5,629,795	5,539,890
Sources Less Uses	41	118	11
Fund Balance December 31,	1,286,628	1,286,794	1,286,639
Fund Balance % of total uses	23.32%	22.86%	23.22%

MUSEUM FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	16,354	25,858	24,750
Sources:			
Revenues	54,252	45,073	45,616
Transfers In:			
Transfers In			
Total Sources	54,252	45,073	45,616
Uses:			
Expenditures:			
Operations	45,856	56,034	42,019
Capital			
Transfers Out:			
Transfers Out			
Total Uses	45.856	56.034	42.019
Sources Less Uses	8,396	(10,961)	3,597
Fund Balance December 31,	24,750	14,897	28,347
Fund Balance % of total uses	53.97%	26.59%	67.46%

EVIRF FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	102,014	68,743	63,966
Sources:			
Revenues	306,567	340,351	344,389
Transfers In:			
Chevy Fund	44,995	44,481	41,075
Transfers In	44,995	44,481	41,075
Total Sources	351,562	384,832	385,464
Uses:			
Expenditures:			
Operations	389,610	353,558	359,117
Capital			
Transfers Out:			
Transfers Out			
Total Uses	389,610	353,558	359,117
Sources Less Uses	(38,048)	31,274	26,347
Fund Balance December 31,	63,966	100,017	90,313
Fund Balance % of total uses	16.42%	28.29%	25.15%

FICA FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fluid Balance January 1,	118,367	94,078	90,090
Sources:			
Revenues	304,712	360,588	364,853
Transfers In:			
Chevy Fund	41,300	49,648	47,004
Transfers In	41,300	49,648	47,004
Total Sources	346,012	410,236	411,857
Uses:			
Expenditures:			
Operations	374,289	403,357	384,586
Capital			
Transfers Out:			
Transfers Out			
Total Uses	374,289	403,357	384,586
Sources Less Uses	(28,277)	6,879	27,271
Fund Balance December 31,	90,090	100,957	117,361
Fund Balance % of total uses	24.07%	25.03%	30.52%

PAVING AND LIGHTING FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	66,527	37,356	52,494
Sources:			
Revenues	829	920	860
Transfers In:			
Transfers In			
Total Sources	829	920	860
Uses:			
Expenditures:			
Operations	14,862	30,000	6,322
Capital			
Transfers Out:			
Transfers Out			
Total Uses	14,862	30,000	6,322
Sources Less Uses	(14,033)	(29,080)	(5,462)
Fund Balance December 31,	52.494	8,276	47,032
Fund Balance % of total uses	353.21%	27.59%	743.94%

POLICE FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	23,442	31,558	32,159
Sources:			
Rewnues	51,210	44,154	44,686
Transfers In:			
	-	-	
Transfers In			
Total Sources	51,210	44,154	44,686
Uses:			
Expenditures:			
Operations	42,493	56,013	38,668
Capital			
Transfers Out:			
Transfers Out	-		
Total Uses	42,493	56,013	38,668
Sources Less Uses	8,717	(11,859)	6,018
Fund Balance December 31,	32,159	19,699	38,177
Fund Balance % of total uses	75.68%	35.17%	98.73%

SPECIAL POPULATIONS FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	13,332	33,609	112,146
Sources:			
ReNenues	344,198	367,900	352,565
Transfers In:			
Transfers In			
Total Sources	344,198	367,900	352,565
Uses:			
Expenditures:			
Operations	244,155	258,793	240,501
Capital	1,229	114,558	8,275
Transfers Out:			
Capital Projects Fund (Other)			67,529
Transfers Out			67,529
Total Uses	245,384	373,351	316,305
Sources Less Uses	98,814	(5,451)	36,260
Fund Balance December 31,	112,146	28,158	148,406
Fund Balance % of total uses	45.70%	7.54%	46.92%

AUDIT FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	13,648	12,490	12,530
Sources:			
Revenues	43,035	45,994	44,039
Transfers In:			
Transfers In			
Total Sources	43,035	45,994	44,039
Uses:			
Expenditures:			
Operations	44,153	46,821	34,117
Capital			
Transfers Out:			
Transfers Out		-	-
Total Uses	44,153	46,821	34,117
Sources Less Uses	(1,118)	(827)	9,922
Fund Balance December 31,	12,530	11,663	22,452
Fund Balance % of total uses	28.38%	24.91%	65.81%

TORT FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	155,421	161,856	125,599
Sources:			
Revenues	352,706	332,452	337,848
Transfers In:			
Transfers In			
Total Sources	352,706	332,452	337,848
Uses:			
Expenditures:			
Operations	333,251	359,416	336,659
Capital	49,277	24,500	4,417
Transfers Out:			
Transfers Out		-	
Total Uses	382,528	383,916	341,076
Sources Less Uses	(29,822)	(51,464)	(3,228)
Fund Balance December 31,	125,599	110,392	122,371
Fund Balance % of total uses	32.83%	28.75%	35.88%

BOND AND INTEREST FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	112,313	118,838	119,818
Sources:			
Revenues	1,302,076	1,318,899	1,332,919
Transfers In:			
Transfers In		-	
Total Sources	1,302,076	1,318,899	1,332,919
Uses:			
Expenditures:			
Operations - (Principal and Interest)	1,294,571	1,312,777	1,309,462
Capital			
Transfers Out:			
Transfers Out	-		-
Total Uses	1,294,571	1,312,777	1,309,462
Sources Less Uses	7,505	6,122	23,457
Fund Balance December 31,	119,818	124,960	143,275
FundBalance % of total uses	9.26%	9.52%	10.94%

BOND AND INTEREST FUND-2010 ARS

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,			
Sources:			
Revenues	142,027	138,690	138,690
Transfers In:			
Corporate, Recreation	675,018	671,975	671,955
Transfers In	675,018	671,975	671,955
Total Sources	817,045	810,665	810,645
Uses:			
Expenditures:			
Operations - (Principal and Interest)	817,045	810,665	810,645
Capital			
Transfers Out:			
Transfers Out			
Total Uses	817,045	810,665	810,645
Sources Less Uses			
Fund Balance December 31,			

CAPITAL PROJECTS (OTHER) FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	11,051,241	9,043,471	8,862,246
Sources:			
Revenues	731,038	20,300	239,801
Bond Proceeds			
Transfers In:			
Corporate, Recreation Fund, Spec Pops	1,830,700	1,182,700	1,901,729
Transfers In	1,830,700	1,182,700	1,901,729
Total Sources	2,561,738	1,203,000	2,141,530
Uses:			
Expenditures:			
Operations	27,127	25,000	
Capital	4,723,606	5,870,500	1,515,874
Transfers Out:			
Transfers Out	-		-
Total Uses	4,750,733	5,895,500	1,515,874
Sources Less Uses	(2,188,995)	(4,692,500)	625,656
Fund Balance December 31,	8,862,246	4,350,971	9,487,902

CAPITAL PROJECTS (BONDS) FUND

	2015 Audited	2016 Budget	2016 Actual (Unmated)
Fund Balance January 1,	1,551,746	2,280,913	2,220,423
Sources:			
Bond Proceeds	875,000	1,315,000	1,315,000
Transfers In:			
Transfers In			
Total Sources	875,000	1,315,000	1,315,000
Uses:			
Expenditures:			
Operations	9,000	9,000	11,460
Capital	197,323	1,106,705	1,038,015
Transfers Out:			
Debt Service Fund			
Transfers Out			
Total Uses	206,323	1,115,705	1,049,475
Sources Less Uses	668,677	199,295	265,525
Fund Balance December 31,	2,220,423	2,480,208	2,485,948

CHEVY CHASE FUND

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	1,996,207	2,087,660	2,028,006
Sources:			
Revenues	4,143,510	4,474,128	4,705,828
Transfers In:			
Corporate	163,294	166,562	166,562
Transfers In	163,294	166,562	166,562
Total Sources	4,306,804	4,640,690	4,872,390
Uses:			
Expenditures:			
Operations (w/Debt Service)	3,889,555	4,393,909	4,353,667
Capital	299,155	33,000	66,254
Transfers Out:			
FICA/IMRF Funds	86,295	94,129	88,079
Transfers Out	86,295	94,129	88,079
Total Uses	4,275,005	4,521,038	4,508,000
Sources Less Uses	31,799	119,652	364,390
Fund Balance December 31,	2,028,006	2,207,312	2,392,396
Fund Balance % of total uses excl reserve	33.12%	35.29%	39.49%

ALL FUNDS

	2015 Audited	2016 Budget	2016 Actual (Unaudited)
Fund Balance January 1,	**17,486,043**	**16,262,013**	**16,009,739**
Sources:			
Revenues	**16,372,401**	**16,249,320**	**16,739,368**
Bond Proceeds	**875,000**	**1,315,000**	**1,315,000**
Transfers In:			
Corp, Rec, Chevy, Spec Pops	**2,755,307**	**2,115,366**	**2,828,325**
		-	**-**
Transfers In	**2,755,307**	**2,115,366**	**2,828,325**
Total Sources	**20,002,708**	**19,679,686**	**20,882,693**
Uses:			
Expenditures:			
Operations	**13,330,347**	**14,712,965**	**13,959,364**
Capital	**5,393,358**	**7,290,062**	**2,715,162**
Transfers Out:			
Debt Service Funds	**675,018**	**671,975**	**671,955**
FICA/IMRF Funds	**86,295**	**94,129**	**88,079**
Chevy Chase Fund	**163,294**	**166,562**	**166,562**
Capital Projects Fund (Other)	**1,830,700**	**1,182,700**	**1,901,729**
Transfers Out	**2,755,307**	**2,115,366**	**2,828,325**
Total Uses	**21,479,012**	**24,118,393**	**19,502,851**
Sources Less Uses	**(1,476,304)**	**(4,438,707)**	**1,379,842**
Fund Balance December 31,	**16,009,739**	**11,823,306**	**17,389,581**

Wheeling Park District
Nature! People Driven

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