

**VILLAGE OF GERMANTOWN**  
N112 W17001 MEQUON ROAD  
GERMANTOWN, WI 53022

**MEETING: PARK & RECREATION COMMISSION**

**DATE AND TIME: WEDNESDAY, September 21, 2016 at 5:30p.m.**

**LOCATION: GERMANTOWN CONFERENCE ROOM A  
N112 W17001 Mequon Road**

**CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.

- I. **ROLL CALL:**
- II. **APPROVAL OF MINUTES:** August 17, 2016
- III. **PUBLIC INPUT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three (3) minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, NO ACTION will be taken under public comments.
- IV. **UNFINISHED BUSINESS:**
  1. Alt Bauer Park – Basketball Court/Landscaping Project – Update
- V. **NEW BUSINESS**
  1. 2017 Operating & Capital Improvements Fund Budgets
  2. Discussion on potential public open space use of private facilities
- VI. **VILLAGE BOARD:**
- VII. **SCHOOL BOARD REPORT:**
- VIII. **DIRECTOR'S REPORT:**
- IX. **ANNOUNCEMENTS OF PUBLIC INTEREST:**

The next Park & Recreation Commission meeting will be **October 19<sup>th</sup> @ 5:30p.m.**
- X. **ADJOURNMENT:**

*UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Clerk's Office at (262)250-4740 at least 2 days prior to the meeting.*

**VILLAGE OF GERMANTOWN  
PARK & RECREATION COMMISSION MINUTES  
CONFERENCE ROOM A  
August 17, 2016**

**CALL TO ORDER:** The meeting was called to order at 5:35 p.m. by Chair Coulthurst.

- I. **ROLL CALL:** Chair Coulthurst, Commissioners Stapelman, Depies, Leukert, Knop and Trustee Rep. Miller. Absent and unexcused was School Board Rep. Medved. Guest included Trustee Art Zabel. Also present were Director Schroeder and Secretary Lemke.
- II. **APPROVAL OF MINUTES:** *Motion by Depies, seconded by Miller to approve the minutes from July 20, 2016 as presented. Motion unanimously carried.*
- III. **PUBLIC INPUT:**
- IV. **Correspondence from resident Ryan Hammetter regarding the Kinderberg Park Splashpad**
- V. **UNFINISHED BUSINESS:**
  1. **ALT BAUER PARK – BASKETBALL COURT/LANDSCAPING PROJECT – UPDATE** – Director Schroeder stated that the basketball court has been painted and lining is scheduled for Saturday, August 20<sup>th</sup>. The Department of Public Works will finish the remaining landscaping in the park.
- VI. **NEW BUSINESS**
  1. **2017 OPERATING & CAPITAL IMPROVEMENTS FUND BUDGETS** – Director Schroeder discussed the budget items for 2017 that he has put together for the Village Board.

Senior Center

    - \$7500.00 to add an additional part-time office assistant, working 12hrs. a week.
    - Shelving and/or cabinets for the gift shop.

Parks & Recreation

    - Getting pricing from a contractor to remove the fabric from the fencing and pound the fence posts back down at the Kinderberg Park tennis courts.
    - The Spassland Park basketball courts and tennis courts have cracking. At this time the basketball courts are in worse shape so Director Schroeder is working with a contractor for pricing to repair the cracks, paint and reline the court.
    - The electrical service for the Wolf Haus (Dheinsville Park) is currently attached to a shed near the Wolf Haus. The DPW department is working with an electrician for pricing to move the electricity to the Wolf Haus.
    - Re-epoxy the Kinderberg Park shelter floor and the Firemen's Park restroom floors.

- Dumpster enclosures for Haupt Strasse Park and Friedenfeld Park

Capital Improvements

- Replacement of the Recreation Department Caravan
- Replacement of the Haupt Strasse Park play equipment
- New play equipment at Dheinsville Park (using park Impact fees)
- New basketball court at Kinderberg Park
- Firemen's Park pathway lighting

**VII. VILLAGE BOARD REPORT:** Rick stated that Al Campbell will be replacing former Trustee Shane Daniels. There was a total of 5 applicants for the opening. The Donges Bay Road project concrete was curing over the past weekend and at this point the paving of the paths should start the end of the week.

**VIII. SCHOOL BOARD REPORT:** Absent

**IX. DIRECTOR'S REPORT:**

- 1) **Alt Bauer Park Basketball Court/Pathway Project** - The color resurfacing work was completed on August 6<sup>th</sup>, with the re-painting of the lines scheduled for Saturday, August 20<sup>th</sup>. Any remaining landscape restoration along the basketball court and pathways will be completed by DPW/Parks staff when working on other site landscaping projects in Alt Bauer Park.
- 2) **Eagle Scout Project at Schoen Laufen Park** – Quinn Burnham has completed his Eagle Scout project to remove invasive species and install mulch in areas northwest of the parking lot.
- 3) **Alt Bauer Park Play Equipment Project** – The DPW/Parks staff will begin removing the existing equipment and preparing the playground site starting August 17<sup>th</sup>. The site preparation work will continue through August 26<sup>th</sup>, with Lee Recreation installing the new playground equipment August 29<sup>th</sup> through September 2<sup>nd</sup>. The resilient wood safety surfacing material will be delivered and installed the week of September 6<sup>th</sup> – 9<sup>th</sup> followed by final site work including concrete border, installation of benches, and final site restoration. The project is estimated to be completed the week of September 19<sup>th</sup>.
- 4) **Alt Bauer Park Tennis Court Resurfacing Project** – At the August 1<sup>st</sup> Village Board Meeting, approval was given to award the contract to Frank Armstrong Enterprises. Contracts were executed August 15<sup>th</sup>, with the work anticipated to start later the same week. The project will be completed by the end of September.

- 5) **2016 Emerald Ash Borer Treatment Program** – At the July 18<sup>th</sup> Village Board Meeting, approval was given to award the contract to M&M Tree Services. The 2016 treatment program will include materials and labor to treat 92 ash trees on municipal grounds, and along village streets. This project has been completed.
- 6) **Weidenbach Park Pathway Lighting** – The light poles and fixtures have been ordered. The DPW/Parks staff has scheduled completion of this project in late September/early October.
- 7) **Senior Center Rental Policies & Fees** – At the July 28<sup>th</sup> Senior Advisory Committee Meeting, approval was given to increase the rental fees to reflect the building amenities that are available to groups, and to help offset the operating costs for the facility. In addition, the security deposit portion of the fees were increased to help deter problems, and help pay for any potential damages that occur during building usage. The fees are effective January 1, 2017. The policies were changed to be consistent with the park shelter rental policies related to reservations and cancellations.

## **Recreation Division Report**

Most of the summer programs are completed and staff is gearing up for the fall season.

Registration started on August 15<sup>th</sup> for residents and school district residents, and August 17<sup>th</sup> for Non-residents.

There are 46 programs starting in September including: Dance, Belly Dancing, Poms, Gymnastics, Fall Girls Volleyball League, Running 101, STEM Days: Roamer Meets the Pirates, Crazy Contraption Car Challenge, Little Gridders, Pee Wee & U6 Soccer, Oodles Of Art, Preschool Play group, Music Fun, Family Scavenger Hunt, Explore Martial Arts, Martial Arts Kidsfest, Kickboxing/Self Defense, Open Volleyball, Open Basketball, Softball Pitching Clinic, Intro To Tae Kwon Do, Pickleball, Learn To Skate, Intro To Hockey, Kids Klub, Co-Rec Volleyball League, Thursday Women's Volleyball League, Restore Your Core, Yoga, PULSE, Babysitter's Training, Family Dodgeball, Golf Lessons, Junior Golf Lesson Academy, Beginner Pilates Mat, Intermediate Pilates Mat, Zumba, Dhanda Yoga, Beginning Guitar, Proper Pruning and Maintenance Techniques, Scrapbooking Crop, Ipad/iphone Tips, Tricks & Techniques, The Camera in Your Smartphone, Repel Bugs the Natural Way, Boosting our Health with Beehive Products

## **Upcoming events include the following:**

**Flag Football:** The Flag Football Coaches meeting was held on August 3<sup>rd</sup>. There are 4 teams in each grade level: 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>-5<sup>th</sup>. We have 49 volunteer coaches.

**Soccer/Gridders:** Pee Wee & U6 Soccer and Little Gridder's Football will be starting on September 10<sup>th</sup>. The coach's meetings are set for August 25<sup>th</sup> and August 31<sup>st</sup> to help coaches prepare for their upcoming season.

**Community Band Concert:** The band will end the summer season on August 17<sup>th</sup>, and will feature the Community Band's Adult Wind Ensemble.

**PARK & RECREATION COMMISSION MINUTES**

**August 17, 2016**

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- X. ANNOUNCEMENTS OF PUBLIC INTEREST:** The next meeting will be held September 21<sup>st</sup>.
- XI. ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:10 p.m.



Shannon Lemke  
Secretary

**RECREATION**  
**2017**

**CAPITAL ITEMS**

**CAPITAL ITEMS**

| ACCOUNT               | DESCRIPTION                 | 2014<br>ACTUAL | 2015<br>ACTUAL | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2016<br>BUDGET | 2017<br>BUDGET | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDG |
|-----------------------|-----------------------------|----------------|----------------|---------------------------|------------------------------|----------------------------|----------------|----------------|---------------------------------------|---------------------------------------|
| <b>CAPITAL OUTLAY</b> |                             |                |                |                           |                              |                            |                |                |                                       |                                       |
| 40-552-570-8210       | BUILDING IMPROVEMENTS       | 205,493        | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                               |
| 40-552-570-8310       | LAND IMPROVEMENTS           | 50,000         | 3,121          |                           | 39,500                       | 39,500                     | 65,000         | 105,000        | 165.82%                               | 61.54%                                |
| 40-552-570-8420       | OFFICE EQUIPMENT            | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                               |
| 40-552-570-8450       | OTHER EQUIPMENT             | 0              | 0              | 0                         | 85,000                       | 85,000                     | 85,000         | 95,000         | 11.76%                                | 11.76%                                |
| 40-552-570-8520       | VEHICLES                    | 0              | 0              | 0                         | 0                            | 0                          | 0              | 30,000         | #DIV/0!                               | #DIV/0!                               |
| 40-552-570-8530       | OTHER MACHINERY AND EQUIP   | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                               |
|                       | <b>TOTAL CAPITAL OUTLAY</b> | <b>255,493</b> | <b>3,121</b>   | <b>0</b>                  | <b>124,500</b>               | <b>124,500</b>             | <b>150,000</b> | <b>230,000</b> | <b>0.00%</b>                          | <b>53.33%</b>                         |
|                       | <b>DEPARTMENT TOTAL</b>     | <b>255,493</b> | <b>3,121</b>   | <b>0</b>                  | <b>124,500</b>               | <b>124,500</b>             | <b>150,000</b> | <b>230,000</b> | <b>84.74%</b>                         | <b>53.33%</b>                         |

**JUSTIFICATION**

**EXPLANATION OF BUDGET REQUEST**

|                 |                               |                |                                                                                                     |
|-----------------|-------------------------------|----------------|-----------------------------------------------------------------------------------------------------|
| 40-552-570-8210 | BUILDING IMPROVEMENTS         | 0              |                                                                                                     |
| 40-552-570-8310 | LAND IMPROVEMENTS             | 45,000         | Firemen's Park pathway lighting                                                                     |
|                 |                               | 60,000         | Kinderberg Park basketball court (park impact fees)                                                 |
|                 |                               |                | Roll over balance of 2016 Land Improvement to finish Tennis Court Project at Haupt Strasse \$25,500 |
| 40-552-570-8420 | OFFICE EQUIPMENT              |                |                                                                                                     |
| 40-552-570-8450 | OTHER EQUIPMENT               | 95,000         | Haupt Strasse Park - replacement of 1994 play equipment                                             |
| 40-552-570-8520 | VEHICLES                      | 30,000         | Mini-Van/Sport Utility Vehicle to replace the 2000 Pontiac Montana                                  |
| 40-552-570-8530 | OTHER MACHINERY AND EQUIPMENT | 0              |                                                                                                     |
|                 | <b>TOTAL CAPITAL OUTLAY</b>   | <b>230,000</b> |                                                                                                     |

# RECREATION 2017 BUDGET PERSONNEL DATA

| TITLE                           | NAME                   | ALLOCATION | 2017<br>SALARY | 0.0765<br>SOCIAL<br>SECURITY | 0.0680<br>STATE<br>RETIREMENT | HEALTH<br>INSURANCE | DENTAL<br>INSURANCE | LIFE<br>INSURANCE | TOTAL<br>BENEFITS | TOTAL<br>SALARY<br>& BENEFITS | WORKERS<br>COMP<br>PREMIUM |
|---------------------------------|------------------------|------------|----------------|------------------------------|-------------------------------|---------------------|---------------------|-------------------|-------------------|-------------------------------|----------------------------|
| RECREATION DIRECTOR             | MARK SCHROEDER         | 100.00%    | 69,020         | 5,280                        | 4,693                         | 18,000              | 1,179               | 382               | 29,534            | 98,554                        | 5,402                      |
| REC SECRETARY                   | SHANNON LEMKE          | 100.00%    | 38,896         | 2,976                        | 2,645                         | 18,000              | 1,179               | 69                | 24,868            | 63,764                        | 118                        |
| REC SUPERVISOR                  | PATTI HEINEN           | 100.00%    | 49,931         | 3,820                        | 3,395                         | 18,000              | 1,179               | 90                | 26,484            | 76,415                        | 3,908                      |
| REC SUPERVISOR                  | KATIE RODGERS          | 100.00%    | 45,392         | 3,472                        | 3,087                         | 7,050               | 489                 | 26                | 14,124            | 59,516                        | 3,539                      |
| REC OFFICE ASSISTANT            | BRIANA MCNEAL          | 100.00%    | 27,872         | 2,132                        | 1,895                         | 18,000              | 1,179               | 29                | 23,236            | 51,108                        | 84                         |
| PROGRAM Co-ordinator 30 - 39 Hr | GAIL SACHARSKI         | 100.00%    | 24,336         | 1,862                        | 1,655                         | 7,050               | 489                 | 198               | 11,254            | 35,590                        | 1,905                      |
| PROGRAM Co-ordinator 30 - 39 Hr | CAROLYN BANSEMER       | 100.00%    | 24,804         | 1,898                        | 1,687                         | 7,050               | 489                 | 76                | 11,199            | 36,003                        | 1,941                      |
| PROGRAM Co-ordinator 30 - 39 Hr | LINDA LICHTENWALNER    | 100.00%    | 16,588         | 1,269                        | 1,128                         | 0                   | 0                   | 140               | 2,537             | 19,125                        | 1,298                      |
| PROGRAM Co-ordinator 30 - 39 Hr | REBECCA KRAWIEC        | 100.00%    | 23,400         | 1,790                        | 1,591                         | 0                   | 489                 | 19                | 3,889             | 27,289                        | 1,832                      |
| PART TIME SUMMER HELP           | PART-TIME PROGRAMS     | 100.00%    | 300,000        | 22,950                       | 3,500                         | 0                   | 0                   | 85                | 26,535            | 326,535                       | 22,855                     |
| PART TIME - BLDG/GRNDS          | PART TIME-BLDG/GROUNDS | 100.00%    | 11,000         | 842                          | 0                             | 0                   | 0                   | 0                 | 842               | 11,842                        | 861                        |
| PARK AND REC COMM               | PARK & REC COMMISSION  | 100.00%    | 1,000          | 77                           | 0                             | 0                   | 0                   | 0                 | 77                | 1,077                         | 3                          |
|                                 |                        |            | 0              | 0                            | 0                             | 0                   | 0                   | 0                 | 0                 | 0                             | 0                          |
|                                 |                        |            | 0              | 0                            | 0                             | 0                   | 0                   | 0                 | 0                 | 0                             | 0                          |
| DEPARTMENT TOTAL                |                        |            | 632,239        | 48,366                       | 25,276                        | 93,150              | 6,672               | 1,114             | 174,579           | 806,818                       | 43,746                     |

174,579

18,000 1,179  
7,050 489

**RECREATION DEPARTMENT**  
**2017 EXPENDITURE JUSTIFICATION**

**SALARIES AND WAGES**

| EXPLANATION FOR BUDGET REQUEST |                                    |         |
|--------------------------------|------------------------------------|---------|
| 10-552-510-1100                | SALARIES - REGULAR                 | 231,111 |
| 10-552-510-1500                | SALARIES - CUSTODIAL AND GROUNDS   | 6,000   |
| 10-552-510-1800                | SALARIES - PART TIME PROGRAMS      | 394,128 |
| 10-552-510-1810                | SALARIES - PART TIME OFFICE HELP   | 0       |
| 10-552-510-1850                | SALARIES - PARK AND REC COMMISSION | 1,000   |
| TOTAL SALARIES AND WAGES       |                                    | 632,239 |

**FRINGE BENEFITS**

|                       |                  |         |
|-----------------------|------------------|---------|
| 10-552-520-2100       | SOCIAL SECURITY  | 48,366  |
| 10-552-520-2200       | STATE RETIREMENT | 25,276  |
| 10-552-520-2300       | HEALTH INSURANCE | 93,150  |
| 10-552-520-2400       | DENTAL INSURANCE | 6,672   |
| 10-552-520-2500       | LIFE INSURANCE   | 1,114   |
| TOTAL FRINGE BENEFITS |                  | 174,579 |

**OPERATING SUPPLIES AND EXPENSES**

|                 |                                |         |
|-----------------|--------------------------------|---------|
| 10-552-530-3100 | GENERAL SUPPLIES AND EXPENSES  | 2,800   |
| 10-552-530-3200 | OFFICE SUPPLIES                | 3,500   |
| 10-552-530-3300 | COPY MACHINE                   | 11,000  |
| 10-552-530-3400 | POSTAGE                        | 3,300   |
| 10-552-530-3700 | GAS AND OIL                    | 1,100   |
| 10-552-530-3800 | PROGRAM SUPPLIES AND EXPENSE   | 255,000 |
| 10-552-530-3810 | SPRAYGROUND                    | 5,000   |
| 10-552-530-3820 | CELEBRATIONS AND ENTERTAINMENT | 1,000   |
| 10-552-530-3830 | CREDIT CARD RECONCILIATION     | 20,000  |

Dues & Subscriptions to WPRA (Staff & Commission) , NRPA (Director Only), & Certifications , Unemployment

Per Finance

Per Finance

Gas & Oil (3) Vehicles; 2000 Pontiac Montana, 2013 Chevy Express, 2000 Crown Victoria

Covered by Program Revenue from acct: 10-460-467-7310

Chemicals, parts and repairs

Special event supplies, activities and materials (i.e. Movies in the Park, Wipe Out, Carnival, Amazing Race)

Expense is directly offset by revenue from acct: 10-460-467-7340

|                          |                                    |         |                                                                                                                                                                                                                             |
|--------------------------|------------------------------------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10-552-530-3900          | OTHER SUPPLIES & EXP. - PARK & REC | 19,000  | Port-A-Johns, playground replacement parts, engineered wood fiber (playground surfacing), trash cans, tennis, basketball, volleyball court repairs, picnic tables, community garden, planting beds, skatepark, signage, etc |
| 10-552-530-5400          | EQUIPMENT REPAIR AND MAINT         | 7,000   | RecTrac Annual Maintenance. (VSI in implementing a 10% increase for annual support over next three years - approx 3% per year, 8 Business PC's, Computer Lab (14 PC's) 10 laptop, 9 printers                                |
| 10-552-530-5500          | VEHICLE REPAIR AND MAINT           | 800     | Preventive and emergency maint (3) vehicles                                                                                                                                                                                 |
| 10-552-530-7200          | TELEPHONE                          | 4,400   | Office & Cell Phones                                                                                                                                                                                                        |
| 10-552-530-7300          | INSURANCE AND BONDS                | 49,637  | Workers Comp Increase and reclassification for playground employees                                                                                                                                                         |
| 10-552-530-7600          | PRINTING AND PUBLISHING            | 23,500  | Professional design, Typesetting, Printing & Mailing of 3 seasonal brochures. Includes Senior Center pages                                                                                                                  |
| 10-552-530-7700          | TRAINING AND SEMINARS              | 1,700   | Various Conferences, Workshops & Seminars                                                                                                                                                                                   |
| 10-552-530-7800          | TRAVEL                             | 1,500   | Hotels & Meals, travel.                                                                                                                                                                                                     |
| TOTAL OPERATING SUPPLIES |                                    | 410,237 |                                                                                                                                                                                                                             |

#### CAPITAL ITEMS

|                     |                         |        |                                                                                                                                                                                                                                   |
|---------------------|-------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10-552-570-8100     | MISCELLANEOUS EQUIPMENT | 0      |                                                                                                                                                                                                                                   |
| 10-552-570-8200     | LAND IMPROVEMENTS       | 15,000 | Materials & labor to contract out the Kinderberg Park Tennis Court Fence Repair \$5,000. Spassland Park Basketball Court Repair \$5,000, and the repair/re-painting of the Kinderberg Park Splashpad surface and features \$5,000 |
| TOTAL CAPITAL ITEMS |                         | 15,000 |                                                                                                                                                                                                                                   |

**RECREATION**  
**2017 BUDGET LINE ITEM WORKSHEET**  
**EXPENDITURES**

| ACCOUNT                                | DESCRIPTION                      | 2014<br>ACTUAL   | 2015<br>ACTUAL   | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2016<br>BUDGET   | 2017<br>BUDGET   | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDG |
|----------------------------------------|----------------------------------|------------------|------------------|---------------------------|------------------------------|----------------------------|------------------|------------------|---------------------------------------|---------------------------------------|
| <b>SALARIES AND WAGES</b>              |                                  |                  |                  |                           |                              |                            |                  |                  |                                       |                                       |
| 10-552-510-1100                        | SALARIES - REGULAR               | 200,335          | 223,093          | 114,002                   | 117,097                      | 231,099                    | 231,099          | 231,111          | 0.01%                                 | 0.01%                                 |
| 10-552-510-1500                        | SALARIES - CUSTODIAL AND GROUNDS | 5,253            | 5,874            | 2,146                     | 4,500                        | 6,646                      | 11,000           | 6,000            | -9.72%                                | -45.45%                               |
| 10-552-510-1800                        | SALARIES - PART TIME PROGRAMS    | 354,511          | 390,679          | 145,786                   | 239,214                      | 385,000                    | 355,000          | 394,128          | 2.37%                                 | 11.02%                                |
| 10-552-510-1810                        | SALARIES - OFFICE                | 26,706           | 0                | 0                         | 0                            | 0                          | 0                | 0                | #DIV/0!                               | #DIV/0!                               |
| 10-552-510-1850                        | SALARIES - PARK AND REC COMM     | 970              | 1,230            | 280                       | 720                          | 1,000                      | 1,000            | 1,000            | 0.00%                                 | 0.00%                                 |
| <b>TOTAL SALARIES AND WAGES</b>        |                                  | <b>587,774</b>   | <b>620,877</b>   | <b>262,214</b>            | <b>361,531</b>               | <b>623,745</b>             | <b>598,099</b>   | <b>632,239</b>   | <b>1.36%</b>                          | <b>5.71%</b>                          |
| <b>FRINGE BENEFITS</b>                 |                                  |                  |                  |                           |                              |                            |                  |                  |                                       |                                       |
| 10-552-520-2100                        | SOCIAL SECURITY                  | 44,124           | 48,375           | 19,919                    | 27,657                       | 47,576                     | 45,754           | 48,366           | 1.66%                                 | 5.71%                                 |
| 10-552-520-2200                        | STATE RETIREMENT                 | 21,415           | 21,532           | 11,087                    | 15,521                       | 26,608                     | 26,608           | 25,276           | -5.01%                                | -5.01%                                |
| 10-552-520-2300                        | HEALTH INSURANCE                 | 66,050           | 66,050           | 62,812                    | 62,812                       | 125,624                    | 125,625          | 93,150           | -25.85%                               | -25.85%                               |
| 10-552-520-2400                        | DENTAL INSURANCE                 | 3,150            | 3,400            | 4,833                     | 4,833                        | 9,666                      | 9,667            | 6,672            | -30.98%                               | -30.98%                               |
| 10-552-520-2500                        | LIFE INSURANCE                   | 639              | 815              | 511                       | 511                          | 1,022                      | 859              | 1,114            | 9.00%                                 | 29.69%                                |
| <b>TOTAL FRINGE BENEFITS</b>           |                                  | <b>135,378</b>   | <b>138,172</b>   | <b>99,163</b>             | <b>111,334</b>               | <b>210,497</b>             | <b>208,513</b>   | <b>174,579</b>   | <b>-17.06%</b>                        | <b>-16.27%</b>                        |
| <b>OPERATING SUPPLIES AND EXPENSES</b> |                                  |                  |                  |                           |                              |                            |                  |                  |                                       |                                       |
| 10-552-530-3100                        | GENERAL SUPPLIES AND EXPENSE     | 1,687            | 2,340            | 1,654                     | 1,100                        | 2,754                      | 2,800            | 2,800            | 1.65%                                 | 0.00%                                 |
| 10-552-530-3200                        | OFFICE SUPPLIES                  | 3,395            | 3,535            | 1,655                     | 1,825                        | 3,480                      | 3,300            | 3,500            | 0.58%                                 | 6.06%                                 |
| 10-552-530-3300                        | COPY MACHINE                     | 7,604            | 11,541           | 4,708                     | 6,000                        | 10,708                     | 11,500           | 11,000           | 2.72%                                 | -4.35%                                |
| 10-552-530-3400                        | POSTAGE                          | 3,277            | 3,204            | 1,632                     | 1,632                        | 3,264                      | 4,000            | 3,300            | 1.11%                                 | -17.50%                               |
| 10-552-530-3700                        | GAS AND OIL                      | 967              | 818              | 63                        | 950                          | 1,013                      | 1,350            | 1,100            | 8.62%                                 | -18.52%                               |
| 10-552-530-3800                        | PROGRAM SUPPLIES AND EXPENSE     | 228,943          | 250,609          | 84,003                    | 160,997                      | 245,000                    | 235,000          | 255,000          | 4.08%                                 | 8.51%                                 |
| 10-552-530-3810                        | SPRAYGROUND MAINTENANCE          | 967              | 4,755            | 1,981                     | 2,692                        | 4,673                      | 4,000            | 5,000            | 7.00%                                 | 25.00%                                |
| 10-552-530-3820                        | CELEBRATIONS & ENTERTAINMENT     | 570              | 789              | 0                         | 750                          | 750                        | 1,000            | 1,000            | 33.33%                                | 0.00%                                 |
| 10-552-530-3830                        | CHARGE CARD FEE                  | 17,798           | 17,478           | 8,384                     | 12,000                       | 20,384                     | 16,000           | 20,000           | -1.88%                                | 25.00%                                |
| 10-552-530-3900                        | OTHER SUPPLIES - PARK AND REC    | 18,728           | 20,267           | 5,699                     | 13,000                       | 18,699                     | 19,000           | 19,000           | 1.61%                                 | 0.00%                                 |
| 10-552-530-5400                        | EQUIPMENT REPAIR AND MAINT       | 4,945            | 6,925            | 4,284                     | 2,500                        | 6,784                      | 6,000            | 7,000            | 3.19%                                 | 16.67%                                |
| 10-552-530-5500                        | VEHICLE REPAIR AND MAINT         | 1,117            | 59               | 231                       | 600                          | 831                        | 800              | 800              | -3.70%                                | 0.00%                                 |
| 10-552-530-7200                        | TELEPHONE                        | 3,067            | 3,940            | 2,207                     | 2,207                        | 4,414                      | 4,000            | 4,400            | -0.31%                                | 10.00%                                |
| 10-552-530-7300                        | INSURANCE AND BONDS              | 11,282           | 10,530           | 11,510                    | 40,880                       | 52,390                     | 52,390           | 49,637           | -5.25%                                | 10.00%                                |
| 10-552-530-7600                        | PRINTING AND PUBLISHING          | 21,425           | 20,382           | 8,516                     | 14,500                       | 23,016                     | 23,500           | 23,500           | 2.10%                                 | 0.00%                                 |
| 10-552-530-7700                        | TRAINING AND SEMINARS            | 1,270            | 1,010            | 0                         | 1,550                        | 1,550                      | 1,700            | 1,700            | 9.68%                                 | 0.00%                                 |
| 10-552-530-7800                        | TRAVEL                           | 766              | 855              | 0                         | 1,000                        | 1,000                      | 1,500            | 1,500            | 50.00%                                | 0.00%                                 |
| <b>TOTAL OPERATING SUPPLIES</b>        |                                  | <b>325,806</b>   | <b>359,038</b>   | <b>136,527</b>            | <b>264,183</b>               | <b>400,710</b>             | <b>387,840</b>   | <b>410,237</b>   | <b>2.38%</b>                          | <b>5.77%</b>                          |
| <b>CAPITAL ITEMS</b>                   |                                  |                  |                  |                           |                              |                            |                  |                  |                                       |                                       |
| 10-552-570-8100                        | MISCELLANEOUS EQUIPMENT          | 0                | 0                | 0                         | 0                            | 0                          | 0                | 0                | #DIV/0!                               | #DIV/0!                               |
| 10-552-570-8200                        | LAND IMPROVEMENTS                | 0                | 6,499            | 0                         | 0                            | 0                          | 0                | 15,000           | #DIV/0!                               | #DIV/0!                               |
| <b>TOTAL CAPITAL ITEMS</b>             |                                  | <b>0</b>         | <b>6,499</b>     | <b>0</b>                  | <b>0</b>                     | <b>0</b>                   | <b>0</b>         | <b>15,000</b>    | <b>#DIV/0!</b>                        | <b>#DIV/0!</b>                        |
| <b>DEPARTMENT TOTAL</b>                |                                  | <b>1,048,959</b> | <b>1,124,586</b> | <b>497,904</b>            | <b>737,048</b>               | <b>1,234,951</b>           | <b>1,194,452</b> | <b>1,232,055</b> | <b>-0.23%</b>                         | <b>3.15%</b>                          |

Covered by Revenue

**RECREATION**  
**2017 BUDGET LINE ITEM WORKSHEET**  
**REVENUES**

| ACCOUNT                                  | DESCRIPTION                     | 2014<br>ACTUAL | 2015<br>ACTUAL   | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2016<br>BUDGET | 2017<br>BUDGET   | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDG |
|------------------------------------------|---------------------------------|----------------|------------------|---------------------------|------------------------------|----------------------------|----------------|------------------|---------------------------------------|---------------------------------------|
| INTERGOVERNMENTAL REVENUES               |                                 |                |                  |                           |                              |                            |                |                  |                                       |                                       |
| 10-430-431-5520                          | STATE AID - DNR TREE GRANT      | 0              | 0                | 0                         | 0                            | 0                          | 0              | 0                | #DIV/0!                               | #DIV/0!                               |
| <b>TOTAL INTERGOVERNMENTAL REVENUES</b>  |                                 | <b>0</b>       | <b>0</b>         | <b>0</b>                  | <b>0</b>                     | <b>0</b>                   | <b>0</b>       | <b>0</b>         | <b>#DIV/0!</b>                        | <b>#DIV/0!</b>                        |
| PUBLIC CHARGES FOR SERVICES              |                                 |                |                  |                           |                              |                            |                |                  |                                       |                                       |
| 10-460-467-7210                          | PARK SHELTER & FIELD RENTAL     | 14,347         | 14,781           | 9,742                     | 5,008                        | 14,750                     | 14,000         | 15,000           | 1.69%                                 | 7.14%                                 |
| 10-460-467-7212                          | PARK LAND FEES                  | 333            | 1                | 1                         | 340                          | 341                        | 301            | 345              | 1.17%                                 | 14.62%                                |
| 10-460-467-7310                          | RECREATION FEES                 | 876,420        | 965,794          | 520,167                   | 429,833                      | 950,000                    | 875,000        | 960,000          | 1.05%                                 | 9.71%                                 |
| 10-460-467-7315                          | WPRA TICKET SALES               | 571            | 660              | 5,417                     | -4,567                       | 850                        | 850            | 850              | -0.04%                                | 0.00%                                 |
| 10-460-467-7317                          | ADVERTISING - REC DEPT BROCHURE | 2,499          | 2,419            | 1,502                     | 1,000                        | 2,502                      | 2,500          | 2,500            | -0.08%                                | 0.00%                                 |
| 10-460-467-7340                          | CREDIT CARD                     | 17,982         | 17,712           | 6,663                     | 13,000                       | 19,663                     | 16,000         | 20,000           | 1.71%                                 | 25.00%                                |
| <b>TOTAL PUBLIC CHARGES FOR SERVICES</b> |                                 | <b>912,151</b> | <b>1,001,367</b> | <b>543,493</b>            | <b>444,614</b>               | <b>988,107</b>             | <b>908,651</b> | <b>998,695</b>   | <b>-8.04%</b>                         | <b>9.91%</b>                          |
| MISCELLANEOUS REVENUES                   |                                 |                |                  |                           |                              |                            |                |                  |                                       |                                       |
| 10-440-441-2400                          | FARMERS MARKET                  | 980            | 880              | 800                       | 80                           | 880                        | 900            | 900              | 2.27%                                 | 0.00%                                 |
| 10-480-485-5730                          | RECREATION DONATIONS            | 23,897         | 21,547           | 13,013                    | 8,500                        | 21,513                     | 21,000         | 21,500           | -0.06%                                | 2.38%                                 |
| 10-480-485-5740                          | OUTDOOR IMPROVEMENT DONATIONS   | 9,007          | 0                | 0                         | 0                            | 0                          | 0              | 0                | #DIV/0!                               | #DIV/0!                               |
| <b>TOTAL MISCELLANEOUS REVENUES</b>      |                                 | <b>33,884</b>  | <b>22,427</b>    | <b>13,813</b>             | <b>8,580</b>                 | <b>22,393</b>              | <b>21,900</b>  | <b>22,400</b>    | <b>0.03%</b>                          | <b>2.28%</b>                          |
| <b>DEPARTMENT TOTAL</b>                  |                                 | <b>946,035</b> | <b>1,023,794</b> | <b>557,306</b>            | <b>453,194</b>               | <b>1,010,500</b>           | <b>930,551</b> | <b>1,021,095</b> | <b>1.05%</b>                          | <b>9.73%</b>                          |

**JUSTIFICATION**

INTERGOVERNMENTAL REVENUES

EXPLANATION OF BUDGET REQUEST

|                                         |                            |          |  |
|-----------------------------------------|----------------------------|----------|--|
| 10-430-431-5520                         | STATE AID - DNR TREE GRANT | 0        |  |
| <b>TOTAL INTERGOVERNMENTAL REVENUES</b> |                            | <b>0</b> |  |

PUBLIC CHARGES FOR SERVICES

|                 |                   |         |                                                                 |
|-----------------|-------------------|---------|-----------------------------------------------------------------|
| 10-460-467-7210 | PARK SHELTER FEES | 15,000  | Fees from picnic shelter, facility, and athletic field rentals. |
| 10-460-467-7212 | PARK LAND FEES    | 345     | Little League Park and Veteran's Memorial Leases.               |
| 10-460-467-7310 | RECREATION FEES   | 960,000 | Fees associated with recreation programming.                    |

|                                          |                                 |         |                                                                                                                                                                                                                                    |
|------------------------------------------|---------------------------------|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10-460-467-7315                          | WPRA TICKET SALES               | 850     | Department receives \$.75 for every ticket sold. Number of tickets sold on an annual basis is weather dependent. (Six Flags Great America, Noah's Ark, Mt. Olympus, Milwaukee County Zoo, Chula Vista, Country Springs Water Park) |
| 10-460-467-7317                          | ADVERTISING - REC DEPT BROCHURE | 2,500   | Advertising space in seasonal recreation brochures.                                                                                                                                                                                |
| 10-460-467-7340                          | CREDIT CARD                     | 20,000  | Credit card charges - offset by recreation fees                                                                                                                                                                                    |
| <b>TOTAL PUBLIC CHARGES FOR SERVICES</b> |                                 | 998,695 |                                                                                                                                                                                                                                    |

MISCELLANEOUS REVENUES

|                                     |                      |        |                                                               |
|-------------------------------------|----------------------|--------|---------------------------------------------------------------|
| 10-440-441-2400                     | FARMERS MARKET       | 900    | Vendor space rental.                                          |
| 10-480-485-5730                     | RECREATION DONATIONS | 21,500 | Sponsorship monies from business and community organizations. |
| 10-480-485-5740                     | OUTDOOR IMPROVEMENTS | 0      |                                                               |
| <b>TOTAL MISCELLANEOUS REVENUES</b> |                      | 22,400 |                                                               |

# **RECREATION FACILITY FEE FUND** **2017 BUDGET LINE ITEM WORKS** **REVENUES**

| ACCOUNT           | DESCRIPTION                    | 2014<br>ACTUAL | 2015<br>ACTUAL | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2016<br>BUDGET | 2017<br>BUDGET | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDGET |
|-------------------|--------------------------------|----------------|----------------|---------------------------|------------------------------|----------------------------|----------------|----------------|---------------------------------------|-----------------------------------------|
| INTERGOVERNMENTAL |                                |                |                |                           |                              |                            |                |                |                                       |                                         |
|                   |                                | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                                 |
|                   | <b>TOTAL INTERGOVERNMENTAL</b> | <b>0</b>       | <b>0</b>       | <b>0</b>                  | <b>0</b>                     | <b>0</b>                   | <b>0</b>       | <b>0</b>       | <b>#DIV/0!</b>                        | <b>#DIV/0!</b>                          |

## CHARGES FOR SERVICES

|                 |                                   |               |               |               |               |               |               |               |              |               |
|-----------------|-----------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------|---------------|
| 16-480-485-5150 | VILLAGE FACILITY FEE REVENUE      | 8,938         | 9,086         | 5,980         | 4,200         | 10,180        | 11,000        | 11,000        | 8.06%        | 0.00%         |
| 16-480-485-5160 | SCHOOL DISTRICT FACILITY FEE REV  | 18,289        | 18,689        | 11,543        | 6,800         | 18,343        | 13,000        | 18,000        | -1.87%       | 38.46%        |
| 16-480-485-5170 | ATHLETIC CLUB FEES                | 7,567         | 7,340         | 0             | 7,500         | 7,500         | 6,000         | 7,500         | 0.00%        | 25.00%        |
|                 | <b>TOTAL CHARGES FOR SERVICES</b> | <b>34,794</b> | <b>35,116</b> | <b>17,522</b> | <b>18,500</b> | <b>36,022</b> | <b>30,000</b> | <b>36,500</b> | <b>1.33%</b> | <b>21.67%</b> |

## INTEREST REVENUE

|                 |                               |               |               |               |               |               |               |               |                |               |
|-----------------|-------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|---------------|
| 16-480-481-1100 | INVESTMENT INTEREST           | 399           | 517           | 1,040         | 400           | 1,440         | 600           | 1,000         | -30.55%        | 66.67%        |
|                 | <b>TOTAL INTEREST REVENUE</b> | <b>399</b>    | <b>517</b>    | <b>1,040</b>  | <b>400</b>    | <b>1,440</b>  | <b>600</b>    | <b>1,000</b>  | <b>-30.55%</b> | <b>66.67%</b> |
|                 | <b>DEPARTMENT TOTAL</b>       | <b>35,193</b> | <b>35,633</b> | <b>18,562</b> | <b>18,900</b> | <b>37,462</b> | <b>30,600</b> | <b>37,500</b> | <b>0.10%</b>   | <b>22.55%</b> |

## EXPENDITURES

| ACCOUNT              | DESCRIPTION               | 2014<br>ACTUAL | 2015<br>ACTUAL | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2016<br>BUDGET | 2017<br>BUDGET | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDGET |
|----------------------|---------------------------|----------------|----------------|---------------------------|------------------------------|----------------------------|----------------|----------------|---------------------------------------|-----------------------------------------|
| GENERAL EXPENDITURES |                           |                |                |                           |                              |                            |                |                |                                       |                                         |
| 16-567-530-3100      | VILLAGE OWNED EXPENSE     | 5,804          | 8,838          |                           | 5,000                        | 5,000                      | 8,000          | 8,000          | 60.00%                                | 0.00%                                   |
| 16-567-530-3200      | SCHOOL DISTRICT OWNED     | 3,097          | 1,946          | 2,375                     | 16,000                       | 18,375                     | 9,000          | 20,000         | 8.85%                                 | 122.22%                                 |
| 16-567-530-3300      | ATHLETIC CLUB EXPENDITURE | 3,320          | 7,290          | 1,170                     | 7,000                        | 8,170                      | 6,000          | 7,500          | -8.20%                                | 25.00%                                  |
|                      | <b>TOTAL EXPENDITURES</b> | <b>12,221</b>  | <b>18,074</b>  | <b>3,545</b>              | <b>28,000</b>                | <b>31,545</b>              | <b>23,000</b>  | <b>35,500</b>  | <b>12.54%</b>                         | <b>54.35%</b>                           |
|                      | <b>DEPARTMENT TOTAL</b>   | <b>12,221</b>  | <b>18,074</b>  | <b>3,545</b>              | <b>28,000</b>                | <b>31,545</b>              | <b>23,000</b>  | <b>35,500</b>  | <b>12.54%</b>                         | <b>54.35%</b>                           |

# 2017 BUDGET LINE ITEM WORKSHEET

## EXPENDITURES

| ACCOUNT                                | DESCRIPTION                 | 2014<br>ACTUAL | 2015<br>ACTUAL | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2,016<br>BUDGET | 2,017<br>BUDGET | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDGET |
|----------------------------------------|-----------------------------|----------------|----------------|---------------------------|------------------------------|----------------------------|-----------------|-----------------|---------------------------------------|-----------------------------------------|
| <b>SALARIES AND WAGES</b>              |                             |                |                |                           |                              |                            |                 |                 |                                       |                                         |
| 10-554-510-1100                        | SALARIES - ADMINISTRATION   | 0              | 0              | 0                         | 0                            | 0                          | 0               | 0               | #DIV/0!                               | #DIV/0!                                 |
| 10-554-510-1800                        | SALARIES - STAFF            | 46,072         | 43,267         | 17,081                    | 26,000                       | 43,081                     | 47,267          | 47,305          | 9.80%                                 | 0.08%                                   |
| TOTAL                                  | SALARIES AND WAGES          | 46,072         | 43,267         | 17,081                    | 26,000                       | 43,081                     | 47,267          | 47,305          | 9.80%                                 | 0.08%                                   |
| <b>FRINGE BENEFITS</b>                 |                             |                |                |                           |                              |                            |                 |                 |                                       |                                         |
| 10-554-520-2100                        | SOCIAL SECURITY             | 3,252          | 3,238          | 1,314                     | 1,716                        | 3,030                      | 3,616           | 3,619           | 19.44%                                | 0.08%                                   |
| 10-554-520-2200                        | STATE RETIREMENT            | 2,982          | 2,832          | 1,082                     | 1,741                        | 2,823                      | 2,823           | 3,081           | 9.13%                                 | 9.13%                                   |
| 10-554-520-2300                        | HEALTH INSURANCE            | 7,550          | 7,550          | 3,775                     | 3,775                        | 7,550                      | 7,550           | 7,050           | -6.62%                                | -6.62%                                  |
| 10-554-520-2400                        | DENTAL INSURANCE            | 375            | 425            | 996                       | 996                          | 1,992                      | 489             | 489             | -75.46%                               | 0.00%                                   |
| 10-554-520-2500                        | LIFE INSURANCE              | 114            | 25             | 51                        | 150                          | 201                        | 46              | 296             | 46.96%                                | 543.48%                                 |
| TOTAL                                  | FRINGE BENEFITS             | 14,273         | 14,070         | 7,219                     | 8,378                        | 15,597                     | 14,524          | 14,535          | -6.81%                                | 0.07%                                   |
| <b>OPERATING SUPPLIES AND EXPENSES</b> |                             |                |                |                           |                              |                            |                 |                 |                                       |                                         |
| 10-554-530-3100                        | GENERAL SUPPLIES & EXPENSES | 1,259          | 1,120          | 1,141                     | 700                          | 1,841                      | 1,100           | 1,800           | -2.22%                                | 63.64%                                  |
| 10-554-530-3700                        | GAS AND OIL                 | 2,270          | 1,632          | 374                       | 1,600                        | 1,974                      | 3,300           | 2,000           | 1.33%                                 | -39.39%                                 |
| 10-554-530-3800                        | SENIOR PROGRAM EXPENSE      | 10,020         | 6,000          | 3,928                     | 5,000                        | 8,928                      | 10,685          | 10,250          | 14.81%                                | -4.07%                                  |
| 10-554-530-3810                        | SENIOR TRIPS EXPENSE        | 14,054         | 11,640         | 4,294                     | 7,500                        | 11,794                     | 13,000          | 12,500          | 5.99%                                 | -3.85%                                  |
| 10-554-530-5400                        | EQUIPMENT REPAIR AND MAINT  | 3,212          | 4,256          | 343                       | 3,500                        | 3,843                      | 4,300           | 4,300           | 11.90%                                | 0.00%                                   |
| 10-554-530-5500                        | VEHICLE REPAIR AND MAINT    | 1,907          | 385            | 16                        | 1,000                        | 1,016                      | 1,200           | 1,200           | 18.06%                                | 0.00%                                   |
| 10-554-530-7100                        | UTILITIES                   | 16,725         | 16,473         | 7,283                     | 9,700                        | 16,983                     | 18,000          | 17,500          | 3.04%                                 | -2.78%                                  |
| 10-554-530-7200                        | TELEPHONE                   | 2,143          | 2,060          | 1,047                     | 1,103                        | 2,150                      | 2,300           | 2,300           | 7.00%                                 | 0.00%                                   |
| 10-554-530-7300                        | INSURANCE AND BONDS         | 1,918          | 1,794          | 1,957                     | 343                          | 2,300                      | 2,300           | 2,179           | -5.25%                                | -5.26%                                  |
| 10-554-530-7700                        | TRAINING AND SEMINARS       | 109            | 425            | 0                         | 425                          | 425                        | 425             | 425             | 0.00%                                 | 0.00%                                   |
| 10-554-530-7800                        | TRAVEL                      | 0              | 199            | 0                         | 150                          | 150                        | 200             | 200             | 33.33%                                | 0.00%                                   |
| TOTAL                                  | OPERATING SUPPLIES          | 53,617         | 45,983         | 20,382                    | 31,021                       | 51,403                     | 56,810          | 54,654          | 6.32%                                 | -3.80%                                  |
| <b>CAPITAL ITEMS</b>                   |                             |                |                |                           |                              |                            |                 |                 |                                       |                                         |
| 10-554-570-8100                        | MISCELLANEOUS EQUIPMENT     | 1,506          | 0              | 0                         | 0                            | 0                          | 0               | 7,500           | #DIV/0!                               | #DIV/0!                                 |
| TOTAL                                  | CAPITAL ITEMS               | 1,506          | 0              | 0                         | 0                            | 0                          | 0               | 7,500           | #DIV/0!                               | #DIV/0!                                 |
| DEPARTMENT TOTAL                       |                             | 115,468        | 103,320        | 44,682                    | 65,399                       | 110,081                    | 118,601         | 123,994         | 12.64%                                | 4.55%                                   |

# SENIOR CENTER 2017 BUDGET LINE ITEM WORKSHEET REVENUES

| ACCOUNT                                  | DESCRIPTION                       | 2014<br>ACTUAL | 2015<br>ACTUAL | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2,016<br>BUDGET | 2,017<br>BUDGET | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDGET |
|------------------------------------------|-----------------------------------|----------------|----------------|---------------------------|------------------------------|----------------------------|-----------------|-----------------|---------------------------------------|-----------------------------------------|
| INTERGOVERNMENTAL                        |                                   |                |                |                           |                              |                            |                 |                 |                                       |                                         |
| 10-430-431-2500                          | FEDERAL AID - NUTRITION           | 600            | 600            | 600                       | 0                            | 600                        | 600             | 600             | 0.00%                                 | 0.00%                                   |
| 10-430-431-7215                          | COUNTY GRANT - AGING & DISABILITY | 6,000          | 6,000          | 6,000                     | 0                            | 6,000                      | 6,000           | 6,000           | 0.00%                                 | 0.00%                                   |
| <b>TOTAL INTERGOVERNMENTAL</b>           |                                   | <b>6,600</b>   | <b>6,600</b>   | <b>6,600</b>              | <b>0</b>                     | <b>6,600</b>               | <b>6,600</b>    | <b>6,600</b>    | <b>0.00%</b>                          | <b>0.00%</b>                            |
| PUBLIC CHARGES FOR SERVICES              |                                   |                |                |                           |                              |                            |                 |                 |                                       |                                         |
| 10-460-467-7320                          | SENIOR CENTER FEES                | 12,638         | 10,757         | 5,717                     | 6,500                        | 12,217                     | 13,000          | 13,000          | 6.41%                                 | 0.00%                                   |
| 10-460-467-7330                          | SENIOR CENTER RENTAL              | 2,960          | 5,152          | 3,422                     | 2,400                        | 5,822                      | 4,000           | 6,000           | 3.07%                                 | 50.00%                                  |
| 10-460-467-7350                          | SENIOR TRIP FEES                  | 14,418         | 11,808         | 6,742                     | 7,000                        | 13,742                     | 17,000          | 15,000          | 9.16%                                 | -11.76%                                 |
| <b>TOTAL PUBLIC CHARGES FOR SERVICES</b> |                                   | <b>30,016</b>  | <b>27,717</b>  | <b>15,880</b>             | <b>15,900</b>                | <b>31,780</b>              | <b>34,000</b>   | <b>34,000</b>   | <b>6.99%</b>                          | <b>0.00%</b>                            |
| <b>DEPARTMENT TOTAL</b>                  |                                   | <b>36,616</b>  | <b>34,317</b>  | <b>22,480</b>             | <b>15,900</b>                | <b>38,380</b>              | <b>40,600</b>   | <b>40,600</b>   | <b>5.78%</b>                          | <b>0.00%</b>                            |

## JUSTIFICATION

### INTERGOVERNMENTAL

#### EXPLANATION OF BUDGET REQUEST

|                                |                                   |              |                                                                           |
|--------------------------------|-----------------------------------|--------------|---------------------------------------------------------------------------|
| 10-430-431-2500                | FEDERAL AID - NUTRITION           | 600          | Meal Program                                                              |
| 10-430-431-7215                | COUNTY GRANT - AGING & DISABILITY | 6,000        | Annual payment from Washington County for use of Germantown Senior Center |
| <b>TOTAL INTERGOVERNMENTAL</b> |                                   | <b>6,600</b> |                                                                           |

### PUBLIC CHARGES FOR SERVICES

|                                          |                      |               |                                                        |
|------------------------------------------|----------------------|---------------|--------------------------------------------------------|
| 10-460-467-7320                          | SENIOR CENTER FEES   | 13,000        | Fees associated with recreation programs and services. |
| 10-460-467-7330                          | SENIOR CENTER RENTAL | 6,000         | Rental fees from community use of facility             |
| 10-460-467-7350                          | SENIOR TRIP FEES     | 15,000        | Fees associated with Senior trips and tours            |
| <b>TOTAL PUBLIC CHARGES FOR SERVICES</b> |                      | <b>34,000</b> |                                                        |

# SENIOR CENTER

## 2017 EXPENDITURE JUSTIFICATION

### SALARIES AND WAGES

#### EXPLANATION OF BUDGET REQUEST

|                          |                           |        |                                                                           |
|--------------------------|---------------------------|--------|---------------------------------------------------------------------------|
| 10-554-510-1100          | SALARIES - ADMINISTRATION | 0      |                                                                           |
| 10-554-510-1800          | SALARIES - STAFF          | 47,305 | Senior Center Coordinator and Part-time Office Assistant, Room Attendants |
| TOTAL SALARIES AND WAGES |                           | 47,305 |                                                                           |

### FRINGE BENEFITS

|                       |                  |        |  |
|-----------------------|------------------|--------|--|
| 10-554-520-2100       | SOCIAL SECURITY  | 3,619  |  |
| 10-554-520-2200       | STATE RETIREMENT | 3,081  |  |
| 10-554-520-2300       | HEALTH INSURANCE | 7,050  |  |
| 10-554-520-2400       | DENTAL INSURANCE | 489    |  |
| 10-554-520-2500       | LIFE INSURANCE   | 296    |  |
| TOTAL FRINGE BENEFITS |                  | 14,535 |  |

### OPERATING SUPPLIES AND EXPENSES

|                 |                               |        |                                                                                                                                                                             |
|-----------------|-------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10-554-530-3100 | GENERAL SUPPLIES AND EXPENSES | 1,800  | Dues & subscriptions to WPRA & WASC, Monies for document center/copier contract.                                                                                            |
| 10-554-530-3200 | OFFICE SUPPLIES               | 0      | All office supplies paid for by the Senior Club                                                                                                                             |
| 10-554-530-3400 | POSTAGE                       | 0      | All postage paid for by the Senior Club                                                                                                                                     |
| 10-554-530-3700 | GAS AND OIL                   | 2,000  | Gas & oil used for vehicles and to transport seniors                                                                                                                        |
| 10-554-530-3800 | SENIOR PROGRAM EXPENSE        | 10,250 | Covered by revenue from acct: 10-460-467-7320 (senior center fees): Fees cover contractual supplies and staffing expenses related to delivery of programs                   |
| 10-554-530-3810 | SENIOR TRIPS EXPENSE          | 12,500 | Covered by revenue from acct: 10-460-467-7350 (senior trip fees): Fees cover all costs associated with the trip (e.g. tickets, bus, meals) and/or all contractual expenses. |
| 10-554-530-5400 | EQUIPMENT REPAIR AND MAINT    | 4,300  | (2) Business PC's, computer lab (10 PC's), copier, sound system, (3) TV's, (2) Treadmills, (4) Exercise bikes, etc                                                          |
| 10-554-530-5500 | VEHICLE REPAIR & MAINT        | 1,200  | Preventative and emergency repairs on two (2) vehicles: Dodge Caravan & Dodge Magnum                                                                                        |
| 10-554-530-7100 | UTILITIES                     | 17,500 |                                                                                                                                                                             |

|                          |                       |        |                                                           |
|--------------------------|-----------------------|--------|-----------------------------------------------------------|
| 10-554-530-7200          | TELEPHONE             | 2,300  | Phones, Time Warner Cable/Internet                        |
| 10-554-530-7300          | INSURANCE AND BONDS   | 2,179  |                                                           |
| 10-554-530-7700          | TRAINING AND SEMINARS | 425    | WASC and WPRA Annual Conference, workshops, seminars, etc |
| 10-554-530-7800          | TRAVEL                | 200    | Hotel and per diem, travel                                |
| TOTAL OPERATING SUPPLIES |                       | 54,654 |                                                           |

#### CAPITAL ITEMS

|                     |                         |       |                                                                                                            |
|---------------------|-------------------------|-------|------------------------------------------------------------------------------------------------------------|
| 10-554-570-8100     | MISCELLANEOUS EQUIPMENT | 7,500 | Senior Center Gift Shop - materials and labor to build and install cabinets, shelves, and display counter. |
| TOTAL CAPITAL ITEMS |                         | 7,500 |                                                                                                            |

# SENIOR CENTER 2017 BUDGET PERSONNEL DATA

0.068

| TITLE               | NAME        | ALLOCATION | 2017<br>SALARY | SOCIAL<br>SECURITY | STATE<br>RETIREMENT | HEALTH<br>INSURANCE | DENTAL<br>INSURANCE | LIFE<br>INSURANCE | TOTAL<br>BENEFITS | TOTAL<br>SALARY<br>& BENEFITS | WORKERS<br>COMP<br>PREMIUM |
|---------------------|-------------|------------|----------------|--------------------|---------------------|---------------------|---------------------|-------------------|-------------------|-------------------------------|----------------------------|
| SR CTR CO-ORDINATOR | MARY FEIGEL | 100.00%    | 38,705         | 2,961              | 2,632               | 7,050               | 489                 | 275               | 13,407            | 52,112                        | 117                        |
| PART TIME OFFICE    | KIM GARCIA  | 100.00%    | 6,600          | 505                | 449                 | 0                   | 0                   | 21                | 975               | 7,575                         | 20                         |
| ROOM ATTENDANTS     |             |            | 2,000          | 153                | 0                   | 0                   | 0                   | 0                 | 153               | 2,153                         | 6                          |
| DEPARTMENT TOTAL    |             |            | 47,305         | 3,619              | 3,081               | 7,050               | 489                 | 296               | 14,535            | 52,112                        | 117                        |

14,535

18,000  
7,050

1,179  
489

**SENIOR CENTER**  
**2017** **CAPITAL ITEMS**

| ACCOUNT                     | DESCRIPTION           | 2014<br>ACTUAL | 2015<br>ACTUAL | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2,016<br>BUDGET | 2,017<br>BUDGET | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDGET |
|-----------------------------|-----------------------|----------------|----------------|---------------------------|------------------------------|----------------------------|-----------------|-----------------|---------------------------------------|-----------------------------------------|
| <b>CAPITAL OUTLAY</b>       |                       |                |                |                           |                              |                            |                 |                 |                                       |                                         |
| 40-554-570-8200             | BUILDING IMPROVEMENTS | 0              | 0              | 0                         | 0                            | 0                          | 0               | 0               | #DIV/0!                               | #DIV/0!                                 |
| 40-554-570-8410             | FURNITURE             | 0              | 0              | 0                         | 0                            | 0                          | 0               | 0               | #DIV/0!                               | #DIV/0!                                 |
| 40-554-570-8420             | OFFICE EQUIPMENT      | 9,669          |                | 0                         | 0                            | 0                          | 0               | 0               | #DIV/0!                               | #DIV/0!                                 |
| 40-554-570-8450             | OTHER EQUIPMENT       | 0              | 5,892          | 0                         | 0                            | 0                          | 0               | 0               | #DIV/0!                               | #DIV/0!                                 |
| 40-554-570-8520             | VEHICLES              | 0              | 0              | 0                         | 0                            | 0                          | 0               | 0               | #DIV/0!                               | #DIV/0!                                 |
| <b>TOTAL CAPITAL OUTLAY</b> |                       | <b>9,669</b>   | <b>5,892</b>   | <b>0</b>                  | <b>0</b>                     | <b>0</b>                   | <b>0</b>        | <b>0</b>        | <b>#DIV/0!</b>                        | <b>#DIV/0!</b>                          |
| <b>DEPARTMENT TOTAL</b>     |                       | <b>9,669</b>   | <b>5,892</b>   | <b>0</b>                  | <b>0</b>                     | <b>0</b>                   | <b>0</b>        | <b>0</b>        | <b>#DIV/0!</b>                        | <b>#DIV/0!</b>                          |

**JUSTIFICATION**

| CAPITAL OUTLAY              |                       | EXPLANATION OF BUDGET REQUEST |  |
|-----------------------------|-----------------------|-------------------------------|--|
| 40-554-570-8210             | BUILDING IMPROVEMENTS | 0                             |  |
| 40-554-570-8410             | FURNITURE             | 0                             |  |
| 40-554-570-8420             | OFFICE EQUIPMENT      | 0                             |  |
| 40-554-570-8450             | OTHER EQUIPMENT       | 0                             |  |
| 40-554-570-8520             | VEHICLES              | 0                             |  |
| <b>TOTAL CAPITAL OUTLAY</b> |                       | <b>0</b>                      |  |

# SENIOR CENTER

0.068

## 2017 BUDGET PERSONNEL DATA - Additional Personnel Request

| TITLE            | NAME                    | ALLOCATION | 2017<br>SALARY | SOCIAL<br>SECURITY | STATE<br>RETIREMENT | HEALTH<br>INSURANCE | DENTAL<br>INSURANCE | LIFE<br>INSURANCE | TOTAL<br>BENEFITS | TOTAL<br>SALARY<br>& BENEFITS | WORKERS<br>COMP<br>PREMIUM |
|------------------|-------------------------|------------|----------------|--------------------|---------------------|---------------------|---------------------|-------------------|-------------------|-------------------------------|----------------------------|
|                  |                         |            |                |                    |                     |                     |                     |                   | 0                 | 0                             | 0                          |
| PART TIME OFFICE | ADDL PT OFFICE 12 Hr Wk | 100.00%    | 6,240          | 477                | 0                   | 0                   | 0                   | 21                | 498               | 6,738                         | 20                         |
|                  | APPRX \$10.00 PER HOUR  |            |                |                    |                     |                     |                     |                   |                   |                               |                            |
|                  | DEPARTMENT TOTAL        |            | 6,240          | 477                | 0                   | 0                   | 0                   | 21                | 498               | 0                             | 0                          |

18,000  
7,050

1,179  
489

**SENIOR VAN REPLACEMENT FUND**  
**2017 BUDGET LINE ITEM WORKSHEET**  
**REVENUES**

| ACCOUNT              | DESCRIPTION                   | 2014<br>ACTUAL | 2015<br>ACTUAL | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2016<br>BUDGET | 2017<br>BUDGET | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDGET |
|----------------------|-------------------------------|----------------|----------------|---------------------------|------------------------------|----------------------------|----------------|----------------|---------------------------------------|-----------------------------------------|
| INTERGOVERNMENTAL    |                               |                |                |                           |                              |                            |                |                |                                       |                                         |
| 28-430-431-7200      | COUNTY SENIOR VAN GRANT       | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                                 |
|                      | TOTAL INTERGOVERNMENTAL       | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                                 |
| CHARGES FOR SERVICES |                               |                |                |                           |                              |                            |                |                |                                       |                                         |
| 28-460-467-7300      | SENIOR VAN FARES              | 2,075          | 2,737          | 2,227                     | 1,300                        | 3,527                      | 2,100          | 3,500          | -0.75%                                | 66.67%                                  |
|                      | TOTAL CHARGES FOR SERVICES    | 2,075          | 2,737          | 2,227                     | 1,300                        | 3,527                      | 2,100          | 3,500          | -0.75%                                | 66.67%                                  |
| INTEREST REVENUE     |                               |                |                |                           |                              |                            |                |                |                                       |                                         |
| 28-480-481-1100      | INVESTMENT INTEREST           | 178            | 162            | 294                       | 175                          | 469                        | 220            | 400            | -14.75%                               | 81.82%                                  |
| 28-480-481-1115      | UNREALIZED GAIN ON INVESTMENT | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                                 |
|                      | TOTAL INTEREST REVENUE        | 178            | 162            | 294                       | 175                          | 469                        | 220            | 400            | -14.75%                               | 81.82%                                  |
|                      | DEPARTMENT TOTAL              | 2,253          | 2,899          | 2,521                     | 1,475                        | 3,996                      | 2,320          | 3,900          | -2.40%                                | 68.10%                                  |

**EXPENDITURES**

| ACCOUNT                  | DESCRIPTION                       | 2014<br>ACTUAL | 2015<br>ACTUAL | 2016<br>ACTUAL<br>JAN-JUN | 2016<br>PROJECTED<br>JUL-DEC | 2016<br>PROJECTED<br>TOTAL | 2016<br>BUDGET | 2017<br>BUDGET | % INCR<br>2017 BUDGET<br>VS 2016 PROJ | % INCR<br>2017 BUDGET<br>VS 2016 BUDGET |
|--------------------------|-----------------------------------|----------------|----------------|---------------------------|------------------------------|----------------------------|----------------|----------------|---------------------------------------|-----------------------------------------|
| TRANSFERS TO OTHER FUNDS |                                   |                |                |                           |                              |                            |                |                |                                       |                                         |
| 28-590-592-4000          | TRANSFER TO CAPITAL PROJECTS FUND | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                                 |
|                          | TOTAL TRANSFERS TO OTHER FUNDS    | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                                 |
|                          | DEPARTMENT TOTAL                  | 0              | 0              | 0                         | 0                            | 0                          | 0              | 0              | #DIV/0!                               | #DIV/0!                                 |