VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING:	**PARK & RECREATION COMMISSION**
DATE AND TIME:	**WEDNESDAY, SEPTEMBER 15, 2021 at 5:30 p.m.**
LOCATION:	**GERMANTOWN VILLAGE HALL BOARD ROOM** **N112 W17001 Mequon Road**

NOTICE: Pursuant to the current recommendation of the Centers for Disease Control and Prevention limiting the size of public gatherings, capacity within the Board Room will be limited. Members of the body and citizens may also attend the meeting virtually through the WebEx platform (Meeting number: 2550 518 7361 Password: krFsarjx337) which can be accessed by phone at 408-418-9388 or by logging on at https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=m6e597a37ec438becf03e02bd99c629d4

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@village.germantown.wi.us by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

I. **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.

II. **ROLL CALL:**

III. **APPROVAL OF MINUTES:** August 25, 2021

IV. **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.

V. **CORRESPONDENCE:**

VI. **OLD BUSINESS:**
1. Firemen's Park Shelter Project Update
2. Park & Recreation Director Update
3. Comprehensive Outdoor Recreation Plan 2021-2026 Update

VII. **NEW BUSINESS:**
1. Dheinsville Park Lease Agreement – Review & Recommendation
2. 2022 Park & Recreation Operating & Capital Improvements Budget

VIII. **VILLAGE BOARD:**

IX. **SCHOOL BOARD REPORT:**

X. **DIRECTOR'S REPORT:**

XI. **ANNOUNCEMENTS OF PUBLIC INTEREST:**

The next Park & Recreation Commission meeting will be **October 20th @ 5:30 p.m.**

XII. **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
August 25, 2021

CALL TO ORDER: The meeting was called to order at 5:31 p.m. by Chair Coulthurst.

ROLL CALL: Commissioners Knop, Leukert, Stapelman and Trustee Rep. Hudson. Excused was Commissioner Depies. Absent and unexcused was School Board Rep. Borden. Also present were Director Schroeder, Program Supervisor Rodger, and Secretary Lemke.

APPROVAL OF MINUTES: ***Motion by Leukert, seconded by Stapelman to approve the minutes from July 21, 2021, as presented. Motion unanimously carried.***

PUBLIC INPUT:

CORRESPONDENCE:

OLD BUSINESS:

FIREMEN'S PARK SHELTER PROJECT UPDATE: Mark stated a follow-up punch list meeting was held on August 12th. While most of the items have been addressed, there are a couple project items that are outstanding including: concrete floor solution (epoxy or sealant) for the open shelter, replacement of the laminate countertop in the multi-purpose room, replacement of 2 overhead doors in the multi-purpose room, and re-location of the exterior drinking fountain. Staff is anticipating all items will be completed in September so the project can be closed out and the warranty period can begin. The concrete flooring in the shelter will be removed and replaced the week of September 7th.

PARK & RECREATION DIRECTOR UPDATE: Mark stated interviews will be held on Monday & Tuesday, August 30 & 31st. 5 candidates were selected to be interviewed.

Motion by Stapelman, seconded by Leukert to move to New Business, Item 3 "Spassland park Pickleball Courts". Motion unanimously carried.

NEW BUSINESS:

SPASSLAND PARK PICKLEBALL COURTS – REVIEW & APPROVAL: Mark stated there has been requests from the community to have additional pickleball courts in the Village therefore the department will be adding 4 pickleball courts at Spassland Park. A quote has been received from Frank Armstrong in the amount of $1980.00 to mask and stripe four pickleball line layouts.

Motion by Stapelman, seconded by Leukert to put the pickleball lines down as presented. Motion unanimously carried.

Stapelman excused at 5:49p.m.

COMPREHENSIVE OUTDOOR RECREATION PLAN 2021-2026 – REVIEW & RECOMMENDATION ON PLAN APPROVAL: Mark stated for 2022 he will increase the CIP total cost to $1,135,000.00. The $40,000.00 increase is for improvements to Haupt Strasse & Friedenfeld Parks baseball diamonds. Trustee Rep. Hudson stated he would like to know where the baseball groups see themselves in the future. These groups need to "drive" the discussion for future facilities.

On page 3, "Alt Bauer" spelling needs to be corrected.
On page 11, "Indoor Recreation Facilities" operates "seven."
On page 14, the "16" Full time equivalent (FTE) staff should actually be "11."
On page 14, under "Facilities Analysis", the new Firemen's Park shelter is completed.
On page 16, under "Budget Analysis" add sponsorships.
On page 30, remove "paved pathways" and update the parking lot to paved parking lot and pathways in 2021.
On page 31, remove "pave the parking lot."
On page 67, under Dheinsville Park, remove "pave parking lot and resurfaced gravel pathways with asphalt."
On page 67, under Firemen's Park, remove "complete construction of a multi-use shelter building."
On page 68, under Kinderberg Park, remove "replace shelter roof."
On page 69, under Dheinsville Park, add "paved parking lot and pathways in 2021.
On page 69, under Kinderberg Park, remove first 4 bullet points and add "installed standing seam metal shelter roof in 2020.
On page 69, under Firemen's Park, the last sentence should read "constructed 3,800 sq ft multi-purpose park shelter building in 2021.
On page 72, update the pickleball courts to 8.

Motion by Leukert, seconded by Knop to forward the updates to GRAEF and then forward the adoption of the CORP onto the Plan Commission & Village Board. Motion unanimously carried.

DHEINSVILLE PARK LEASE AGREEEMENT – REVIEW & RECOMMENDATION: Per earlier meeting discussions, the 1995 lease agreement with the Germantown Historical Society (GHS) expired in 2019. Attached is an updated draft lease agreement that Village Attorney Brian Sajdak has prepared. This agreement was forwarded to the GHS on August 11th for review. Village staff and representatives of the GHS will be meeting later this month to discuss. The new agreement will be brought back to the Park & Recreation Commission at the September meeting for review and recommendation, before sending to the Village Board for final approval. Mark went over a few of the changes with the Commissioners such as the Term, Repairs/Maintenance, Landlord Obligations, Insurance, Security, and Use of surrounding park.

2022 PARK & RECREATION OPERATING & CAPITAL IMPROVEMENTS BUDGET: Staff presented the 2022 department budget to village administration in July. The 2022 Budget will be presented to the Park & Recreation Commission at the September meeting and reviewed by the Village Board Committee of the Whole at a to be determined date.

VILLAGE BOARD REPORT: The Village domain name will be changing. Re-districting will be occurring in the Village voting districts. There will be a joint meeting between the Village Board and the School Board regarding the School Resource Officer on Monday, August 30th. The existing 2-year IGA for use of school facilities officially expires at the end of August 2021. Village Administrator Kreklow and School District Superintendent Stousland have been in discussion regarding a one-year extension under the same terms and conditions.

SCHOOL BOARD REPORT: Absent

DIRECTOR'S REPORT:

Park & Recreation Director Update – As of August 15th, approximately 20 applications have been received. Village staff is in the process of reviewing applications, with the start of interview planned for early to mid-September.

Comprehensive Outdoor Recreation Plan 2021-2026 – Review & Recommendation on Plan Approval – Over the last several meetings, the commission has discussed various capital projects for the parks system, as well as a proposed Capital Improvements Budget for 2021-2026. Included in the meeting packets is the final version of the plan. The goal is to review the document and recommend approval of the CORP at the August meeting, and to forward to the Plan Commission and Village Board for review and approval in October/November 2021 at the same time as the 2050 Comprehensive Plan is approved.

Dheinsville Park Festhalle Project – An agreement was reached in early May whereby Keller would pay for materials and labor to install an epoxy product throughout the concrete floor of the shelter. It was determined that epoxy would provide the most durability as well as an overall uniform appearance. The village has approved the epoxy product with installation scheduled for the week of September 13th - 17th.

Spassland Park Pickleball Courts – Review & Approval – To help address the frequent requests for additional pickleball court facilities, staff is recommending striping the existing two tennis courts at Spassland Park with four pickleball court layouts. Included in the meeting packets is a cost proposal from Frank Armstrong Enterprises for this work. The project would be completed in September.

Recreation Program Update –

Recreation Supervisors Patti Heinen and Katie Rodger will attend the meeting to provide a general update on summer programming, as well as a summary of the start of Fall programs/events.

In August the department had 29 programs that started including: Heroes Volunteer Program, Day of Fun in the Sun, Lego Robotics, 1,2,3 Build, Reading with Robots, Technology Trip, Bricks and more Bricks!, Mad Science Robot Invasion, The Science of Slime Camp, Youth Police Academy, Little Tykes and Youth Martial Arts, Horseback Riding, Tae Kwon Do, Band Concerts, Yoga, PULSE, Rise & Shine Boot Camp, Disc Golf Extravaganza, Learn Magic, Princess Dance Camp – Mulan, Canvas Tote Painting, Acrylic Painting, Watercolor Painting, Canvas Tote Painting, Miss Julie's Music Fun for Families, Zumba, Learn to Decorate with Frosting, Verbal Defense Against Bullies

The Fall/Winter 2021/2022 Recreation Guide was posted on the village website in early August. Registration for Village & School district Residents began on Monday, August 16th, and for Non-residents on Wednesday, August 18th.

Upcoming events include the following:

Flag Football: Our Flag Football Coaches meeting will be held on August 16th this year. We had to combine the 1st and 2nd grade leagues and 3rd-5th grade leagues. We have 4 teams each in 1st/2nd grade and 6 teams in 3rd-5th grade. We have 23 volunteer coaches.
Soccer/Gridders: Pee Wee & U6 Soccer and Little Gridders Football will be starting on September 12th, coach's meetings are set for August 31st and Sept. 1st to help coaches prepare for their upcoming season.
Girls Volleyball Leagues: The registration deadline is Aug. 13th and the coaches meeting is set for August 26th.

ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting is scheduled for September 15th at 5:30 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 6:44 p.m.

Shannon Lemke

Shannon Lemke
Park & Recreation Secretary

September 15, 2021

Director's Report

Firemen's Park Shelter Project Update –

The contractor has completed several of the remaining punch list items. This included re-location of the exterior drinking fountain on the east side of the building, and most recently removal and replacement of the concrete floor in the open shelter area. The 2 overhead doors in the multi-purpose room are still on back order, with delivery and installation anticipated in late September/early October. Once all items have been completed the project can be closed out, final payment made to the contractor, and the warranty period can begin.

Park & Recreation Director Update –

As of September 8th, seven candidates have interviewed for the position. Village staff is anticipating a decision on the preferred candidate by mid-September with the goal the person starting by November 1st.

Comprehensive Outdoor Recreation Plan 2021-2026 – Review & Recommendation on Plan Approval -

GRAEF has incorporated all the changes/updates to the CORP from the August commission meeting. The CORP will now be sent forward to the Plan Commission and Village Board for review and approval at the same time as the 2050 Comprehensive Plan is approved. A final copy of the plan will be distributed at the meeting.

Dheinsville Park Lease Agreement – Review & Recommendation

Staff spoke with representatives of the Germantown Historical Society on September 9th. They have reviewed the document, and have some questions related to the insurance requirements. A follow-up meeting is being scheduled with all parties to review and answer questions. The new agreement will be brought back to the Park & Recreation Commission at the October meeting for review and recommendation, before sending to the Village Board for final approval.

2022 Park & Recreation Operating & Capital Improvements Budgets –

Staff presented the 2022 department budget to village administration in July. The 2022 Budget has been reviewed with administrative staff. The 2022 Budget for all departments will be distributed to the Village Board on September 20th, with Committee of the Whole Meetings scheduled with all departments in October. Here are some key points relative to the 2022 Budget.

Recreation

- ***School District Facility Use Fee Impacts*** –Year #2 of IGA - Actual #s from September 2020 through August 2021 = $58,517.
- ***Program Revenues Compared to 2019 – As of 8/31/2021 approximately $214,000 decrease, but donations/sponsorships are up approximately $6,000, and Park Rentals are increased by $10,000. Also, expenses for program salaries, supplies, and facility rentals are down approximately $87,000 through 8/31/2021.***

Revenue

- ***Revenues – Programs – 8/31/21 YTD $492,170 compared to $706,356 8/31/19 YTD, -$214,186.***

  Reasons for decrease in revenue – COVID
- ***Park shelter & field rentals, Acct. #7210*** – *Increase of $17,000 – Dheinsville & Firemen's Park Shelter rental for full year.*
- ***Increased budget of $75,000 in Recreation Fees – total of $975,000***, Acct. #7310 Note: ***2019 Actual was $969,050.***
- ***Recreation Facility Use Fees,*** Acct. #7318 - ***Increased revenue projection from $65,000 to $75,000 to match Acct. #3910 Facility Rental Expense. GTSD $60,000 and county park and churches $15,000.***
- *Cost Recovery 85% over a 5-year period;* **2022 Proposed Budget 85%** ***Proposed Revenues $1,136,150 (increase of $106,450 or 10%), and Proposed Expenses $1,332,596= Subsidy of $196,446, 2019 Budget Subsidy $215,676.***

Expense

- ***Acct. #1800, Salaries & Wages – Part-Time Programs $405,640*** = *no proposed increase.*
- ***Acct: #3800, Program Supplies & Expense $227,000*** = *decrease of $8,000 or 3% when compared to the 2021 Budget.*
- *Acct: #3810, Splashpad Maintenance = no proposed increase.*
- ***Acct: #3900, Supplies, Park & Recreation Other $30,000*** = *increase of $9,000, increase in portable restroom rentals, playground parts, internet service to FS1, etc.*
- ***Acct: #3910, Facility Rental Expense $75,000*** = *facility use fees for Germantown schools, churches and Homestead Hollow County Park.* ***Matches Revenue Acct #7318.***
- ***Overall increase of $45,184 or 4%. Salaries & Fringe Benefits =$17,684, Operating Supplies & Expense = $27,500.***
- ***Acct: #7600, Printing & Publishing $24,000*** = *restored budget to allow for typesetting, printing, and mailing of 3 seasonal recreation brochures.*

Operating Capital Items

- *Computer Replacement – office and KK laptops $4,000*
- *Bleachers, archery targets, pickleball/tennis court windscreens - $11,000*

Capital Items – borrowing ($1,155,000)

- *40-552-570-8210 Building Improvements – Dheinsville Park Shelter Bird Netting $35,000*
- *40-552-570-8310 Land Improvements – Village Wide Trail Network Plan $35,000, Land Acquisition – Community Park $1,000,000, Kinderberg Park Tennis Courts $30,000, Ball Diamond Upgrades $60,000*
- ***Note: Village-Wide Trail Plan and Community Park Land Acquisition were removed from the budget.***

Senior Center

Revenue

- *Federal Aid – Nutrition - Washington Co. ADRC $600 in 2022. Rental of Senior Center.*
- *County Grant – ADRC, preliminary indication that $6,000 reimbursable grant will again be available pending county board approval.*
- *Revenue – Fees & Charges – overall projected increase of $7,500, return in 2022 to same attendance for trips, tours, and same number of rentals, and program enrollment numbers.*

Expense

- ***Increase of $685 or 1% - senior trips and tours, offset by decreased health insurance costs.***

Recreation Facility Fee Fund

- *Revenues est. $31,000 – Expenses est. $20,000*
- *Average revenue per year (2016 -2019) - Village $19,511/yr., Clubs $10,350/yr.*
- *Current balance in accounts – June 2, 2021 - **Village $40,631; Club $3,992***

Dheinsville Park Festhalle Project –

The contractor started work on installation of the epoxy product on Monday, September 13th with an anticipated completion date of September 17th.

Spassland Park Pickleball Courts –

The contractor completed installation of the pickleball court lines on September 2nd.

Recreation Program Update –

Recreation Supervisors Patti Heinen and Katie Rodger will provide an update at the meeting.

Recreation

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Request	2021-2022 Variance ($)	2021-2022 Varience (%)	Revenues Explanation
Intergovernmental Revenues									
10-430-431-5520	STATE AID - DNR TREE GRANT	$ -	$ -	$ -	$ -		$ -	#DIV/0!	
	Total Intergovernmental Revenues	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!	
Public Charges for Services								#DIV/0!	
10-460-467-7210	PARK SHELTER & FIELD RENTAL	$ 14,610.00	$ 10,152.00	$ 18,000.00	$ 13,750.00	$ 35,000	$ 17,000.00	94%	Fees from park shelter, facility, and athletic field rentals
10-460-467-7212	PARK LAND FEES	$ 300.00	$ 400.00	$ 300.00	$ -	$ 300	$ -	0%	Rental of Little League Park - Germantown Little League
10-460-467-7310	RECREATION FEES	$ 969,050.48	$ 438,056.00	$ 900,000.00	$ 270,348.00	$ 975,000	$ 75,000.00	8%	Fees from recreation programs and special events
10-460-467-7315	WPRA TICKET SALES	$ 387.75	$ 8.00	$ 600.00	$ -	$ -	$ (600.00)	-100%	Theme park ticket sales through WPRA - no longer selling
10-460-467-7317	ADVERTISING - REC DEPT BROCHURE	$ 1,634.00	$ 1,098.00	$ 2,500.00	$ 1,708.00	$ -	$ (2,500.00)	-100%	Advertising space in seasonal recreation brochures
10-460-467-7318	RECREATION FACILITY USE FEES	$ 43,144.38	$ 27,146.00	$ 65,000.00	$ 14,832.00	$ 75,000.00	$ 10,000.00	15%	School use fees
10-460-467-7340	CREDIT CARD	$ 21,412.74	$ 10,050.00	$ 18,000.00	$ -	$ 20,000.00	$ 2,000.00	11%	Credit Card charges - offset by recreation fees
	Total Public Charges for Services	**$ 1,050,539.35**	**$ 486,910.00**	**$ 1,004,400.00**	**$ 300,638.00**	**$ 1,105,300.00**	**$ 100,900.00**	**10%**	
Miscellaneous Revenues									
10-440-441-2400	FARMERS MARKET	$ 840.00	$ 720.00	$ 800.00	$ 650.00	$ 850.00	$ 50.00	6%	Vendor space rental
10-480-485-5730	RECREATION DONATIONS	$ 24,217.48	$ 16,045.00	$ 24,500.00	$ 20,068.00	$ 30,000.00	$ 5,500.00	22%	Sponsorship monies - business and community groups
10-480-485-5740	OUTDOOR IMPROVEMENT DONATIONS	$ -	$ -	$ -	$ -		$ -	#DIV/0!	
	Total Miscellaneous Revenues	**$ 25,057.48**	**$ 16,765.00**	**$ 25,300.00**	**$ 20,718.00**	**$ 30,850.00**	**$ 5,550.00**	**22%**	
	DEPARTMENT TOTAL	**$ 1,075,596.83**	**$ 503,675.00**	**$ 1,029,700.00**	**$ 321,356.00**	**$ 1,136,150.00**	**$ 106,450.00**	**10%**	

Recreation

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Request	2021-2022 Variance ($)	2021-2022 Varience (%)	Expense Explanation
Salaries & Wages									
10-552-510-1100	SALARIES - REGULAR	$ 246,932.97	$ 250,775.00	$ 252,711.00	$ 107,961.00	$ 257,753.00	$ 5,042.00	2%	Salaries - Director, Recreation Supervisors (2), Secretaries (2)
10-552-510-1500	SALARIES - CUSTODIAL AND GROUNDS	$ 5,603.45	$ 1,110.00	$ 6,000.00	$ -	$ 6,000.00	$ -	0%	Summer seasonal salaries
10-552-510-1800	SALARIES - PART TIME PROGRAMS	$ 438,357.73	$ 284,097.00	$ 405,000.00	$ 95,847.00	$ 405,640.00	$ 640.00	0%	Recreation program staff salaries
10-552-510-1850	SALARIES - PARK AND REC COMM	$ 925.00	$ 965.00	$ 1,000.00	$ 340.00	$ 1,000.00	$ -	0%	Stipend for Park & Recreation Commission members
	Total salaires & Wages	**$ 691,819.15**	**$ 536,947.00**	**$ 664,711.00**	**$ 204,148.00**	**$ 670,393.00**	**$ 5,682.00**	**1%**	
Fringe Benfits									
10-552-520-2100	SOCIAL SECURITY	$ 51,612.58	$ 41,067.00	$ 50,850.00	$ 15,027.00	$ 51,361.61	$ 511.61	1%	
10-552-520-2200	STATE RETIREMENT	$ 22,507.39	$ 24,230.00	$ 27,577.00	$ 10,038.00	$ 27,600.00	$ 23.00	0%	
10-552-520-2300	HEALTH INSURANCE	$ 83,600.00	$ 83,600.00	$ 86,100.00	$ 33,462.00	$ 97,130	$ 11,030.00	13%	
10-552-520-2400	DENTAL INSURANCE	$ 5,694.00	$ 6,183.00	$ 4,320.00	$ -	$ 4,700.00	$ 380.00	9%	
10-552-520-2500	LIFE INSURANCE	$ 1,104.48	$ 1,147.00	$ 1,154.00	$ 467.00	$ 1,211.70	$ 57.70	5%	
	Total Fringe Benefits	**$ 164,518.45**	**$ 156,227.00**	**$ 170,001.00**	**$ 58,994.00**	**$ 182,003.31**	**$ 12,002.31**	**7%**	
Operating Supplies and Expenses									
10-552-530-3100	GENERAL SUPPLIES AND EXPENSE	$ 1,970.99	$ 19,720.00	$ 2,200.00	$ 196.00	$ 2,200.00	$ -	0%	Dues WPRA (staff & PR Comm), Certifications, Unemployment
10-552-530-3200	OFFICE SUPPLIES	$ 3,449.75	$ 2,601.00	$ 3,600.00	$ 1,403.00	$ 3,600.00	$ -	0%	Office Supplies
10-552-530-3300	COPY MACHINE	$ 7,670.42	$ 3,915.00	$ 8,000.00	$ -	$ 8,000.00	$ -	0%	Distribution per Finance
10-552-530-3400	POSTAGE	$ 3,796.95	$ 4,956.00	$ 3,750.00	$ -	$ 3,750.00	$ -	0%	Distribution per Finance
10-552-530-3700	GAS AND OIL	$ 637.74	$ 86.00	$ 700.00	$ -	$ 700.00	$ -	0%	Gas & Oil - 2014 Dodge Caravan & 2013 Chevy Express Van
10-552-530-3800	PROGRAM SUPPLIES AND EXPENSE	$ 248,752.44	$ 101,678.00	$ 235,000.00	$ 32,408.00	$ 227,000	$ (8,000.00)	-3%	Supplies for recreation programs and special events
10-552-530-3810	SPRAYGROUND MAINTENANCE	$ 4,891.95	$ 5,664.00	$ 5,000.00	$ 336.00	$ 5,000.00	$ -	0%	Chemicals, parts, and repairs
10-552-530-3820	CELEBRATIONS & ENTERTAINMENT	$ -	$ 250.00	$ -	$ -	$ -	$ -	#DIV/0!	
10-552-530-3830	CHARGE CARD FEE	$ 21,412.74	$ 10,044.00	$ 18,000.00	$ -	$ 20,000.00	$ 2,000.00	11%	Expense is directly offset by revenues in Acct: 10-460-467-7340
10-552-530-3900	OTHER SUPPLIES - PARK AND REC	$ 18,723.06	$ 18,896.00	$ 21,000.00	$ 13,692.00	$ 30,000	$ 9,000.00	43%	Restroom rental, play parts, safety surface, nets, signage, Added Wifi, benches, Mem. Trees
10-552-530-3910	FACILITY RENTAL EXPENSE	$ 30,830.94	$ 38,578.00	$ 65,000.00	$ -	$ 75,000.00	$ 10,000.00	15%	Rental costs for school district, county park, and churches
10-552-530-5400	EQUIPMENT REPAIR AND MAINT	$ 8,680.98	$ 6,224.00	$ 7,500.00	$ -	$ 8,000.00	$ 500.00	7%	RecTrac Annual Contract, PC's, Laptop, Printer maintenance
10-552-530-5500	VEHICLE REPAIR AND MAINT	$ 784.76	$ 765.00	$ 650.00	$ -	$ 650.00	$ -	0%	Preventative and emergency maintenance (2) vehicles
10-552-530-7200	TELEPHONE	$ 5,567.62	$ 5,760.00	$ 6,000.00	$ 1,576.00	$ 6,000.00	$ -	0%	Office and cell phones
10-552-530-7300	INSURANCE AND BONDS	$ 41,408.77	$ 46,034.00	$ 47,000.00	$ -	$ 47,000.00	$ -	0%	Distribution per Finance
10-552-530-7600	PRINTING AND PUBLISHING	$ 25,625.09	$ 15,222.00	$ 8,000.00	$ 8,346.00	$ 24,000	$ 16,000.00	200%	Design & Typesetting - 3 brochures, Printing & Mailing Summer Brochure - Shifted Allocations
10-552-530-7700	TRAINING AND SEMINARS	$ 1,139.00	$ -	$ 2,300.00	$ 600.00	$ 2,300.00	$ -	0%	Professional Conferences, Workshops, and Seminars
10-552-530-7800	TRAVEL	$ 1,627.53	$ -	$ 2,000.00	$ -	$ 2,000.00	$ -	0%	Hotels, Meals, and Mileage
	Total Operating Supplies	**$ 426,970.73**	**$ 280,393.00**	**$ 435,700.00**	**$ 58,557.00**	**$ 465,200.00**	**$ 29,500.00**	**7%**	
Capital Items									
10-552-570-8100	MISCELLANEOUS EQUIPMENT	$ -	$ -	$ -	$ -	$ 4,000.00	$ 4,000.00	#DIV/0!	Computer replacement - office and Kid's Klub laptops
10-552-570-8200	LAND IMPROVEMENTS	$ 7,965.00	$ 6,012.00	$ 17,000.00	$ 9,340.00	$ 11,000.00	$ (6,000.00)	-35%	Bleachers, Archery targets, Pickleball Lines
	Total Capital Items	**$ 7,965.00**	**$ 6,012.00**	**$ 17,000.00**	**$ 9,340.00**	**$ 15,000.00**	**$ (2,000.00)**	**-12%**	
	DEPARTMENT TOTAL	**$ 1,291,273.33**	**$ 979,579.00**	**$ 1,287,412.00**	**$ 331,039.00**	**$ 1,332,596.31**	**$ 45,184.31**	**4%**	

Job Title	Grade	Start Date*	Hourly Base Wage*	Standard Hours per \	Allocation	Funds	Last Name	First Name	WRS Plan Type	Dental Plan	Health Plan	2022 Regular Hourly Wage	2022 PT Hourly Wage	2022 FICA	2022 WRS	2022 Dental Insurance	2022 Health Insurance	2022 Overtime	2022 Overtime
Rec Secretary I	4	1/1/2022	$20.46	2080	1	10-552	Lemke	Shannon	EE	Family	GF	$42,556.80	$0.00	$3,255.60	$2,872.58	$965.00	$23,173.92	$0.00	$0.00
Parks & Rec Director	19	1/1/2022	$36.79	2080	1	10-552	Schroeder	Mark	EE	Family	GF	$76,523.20	$0.00	$5,854.02	$5,165.32	$965.00	$23,173.92	$0.00	$0.00
Program Coordinator		1/1/2022	$13.00	1820	1	10-552	Krawiec	Rebekah	EE	None	None	$0.00	$23,660.00	$1,809.99	$1,597.05	$0.00	$0.00	$0.00	$0.00
Program Coordinator		1/1/2022	$13.00	1820	1	10-552	Lichtenwalner	Linda	EE	None	None	$0.00	$23,660.00	$1,809.99	$1,597.05	$0.00	$0.00	$0.00	$0.00
Program Coordinator		1/1/2022	$13.00	1820	1	10-552	Ulicky	Austin	EE	None	None	$0.00	$23,660.00	$1,809.99	$1,597.05	$0.00	$0.00	$0.00	$0.00
Part Time Summer Help		1/1/2022	$0.00	0	1	10-552				None	None	$0.00	$319,000.00	$24,403.50	$0.00	$0.00	$0.00	$0.00	$0.00
Rec Supervisor II	10	1/1/2022	$26.46	2080	1	10-552	Heinen	Patti	EE	Family	SF	$55,036.80	$0.00	$4,210.32	$3,714.98	$965.00	$18,184.32	$0.00	$0.00
Rec Secretary II	4	1/1/2022	$16.37	2080	1	10-552	McNeal	Briana	EE	Family	SF	$34,049.60	$0.00	$2,604.79	$2,298.35	$965.00	$18,184.32	$0.00	$0.00
Program Coordinator		1/1/2022	$13.00	1820	1	10-552	Klug	Matthew	EE	Single	SS	$0.00	$23,660.00	$1,809.99	$1,597.05	$420.00	$7,207.20	$0.00	$0.00
Rec Supervisor I	10	1/1/2022	$23.84	2080	1	10-552	Rodgers	Katie	EE	Single	SS	$49,587.20	$0.00	$3,793.42	$3,347.14	$420.00	$7,207.20	$0.00	$0.00

Captial

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2022 Budget Request	Budget Description
Capital Outlay						
40-552-570-8210	BUILDING IMPROVEMENTS	$ -	$ -	$ -	$ 35,000.00	Dheinsville Park Bird Netting
40-552-570-8310	LAND IMPROVEMENTS	$ 244,493.56	$ 792,968.00	$ 95,000.00	$ 90,000.00	Kinderberg Park tennis courts, Ball Diamond Reservatior
40-552-570-8420	OFFICE EQUIPMENT	$ -	$ -	$ -	$ -	
40-552-570-8450	OTHER EQUIPMENT	$ 58,627.00	$ 25,941.00	$ -	$ -	
40-552-570-8520	VEHICLES	$ -	$ -	$ -	$ -	
40-552-570-8530	OTHER MACHINERY AND EQUIP	$ -	$ -	$ -	$ -	
	Total Capital Outlay	**$ 303,120.56**	**$ 818,909.00**	**$ 95,000.00**	**$ 125,000.00**	
	DEPARTMENT TOTAL	**$ 303,120.56**	**$ 818,909.00**	**$ 95,000.00**	**$ 125,000.00**	

40-552-570-8210	Building Improvements	Dheinsville Park Bird Netting	$35,000	In
40-552-570-8310	Land Improvements	Village Trail Network Plan	$30,000	Removed
	Land Improvements	Land Acquisition - Cmty. Park	$1,000,000	Removed
	Land Improvements	Kinderberg Park tennis courts	$30,000	In
	Land Improvements	Ball diamond renovations	$60,000	In

Recreation Facilitiy Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Request	2021-2022 Variance ($)	2021-2022 Varience (%)
Charges For Services								
16-480-485-5150	VILLAGE FACILITY FEE REVENUE	$ 28,583.12	$ 12,300.00	$ 23,000.00	$ 8,443.00	$ 20,000.00	$ (3,000.00)	-13%
16-480-485-5160	SCHOOL DISTRICT FACILITY FEE REV	$ -	$ -		$ -		$ -	#DIV/0!
16-480-485-5170	ATHLETIC CLUB FEES	$ 11,102.00	$ 5,401.00	$ 9,000.00	$ -	$ 9,000.00	$ -	0%
	Total Charges for Services	**$ 39,685.12**	**$ 17,701.00**	**$ 32,000.00**	**$ 8,443.00**	**$ 29,000.00**	**$ (3,000.00)**	**-9%**
Interest Revenues								
16-480-481-1100	INVESTMENT INTEREST	$ 2,673.48	$ 1,237.00	$ 625.00	$ 243.00	$ 2,000.00	$ 1,375.00	220%
	Total Operating Supplies	**$ 2,673.48**	**$ 1,237.00**	**$ 625.00**	**$ 243.00**	**$ 2,000.00**	**$ 1,375.00**	**220%**
	DEPARTMENT TOTAL	**$ 42,358.60**	**$ 18,938.00**	**$ 32,625.00**	**$ 8,686.00**	**$ 31,000.00**	**$ (1,625.00)**	**-5%**

Recreation Facilitiy Expenditures

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Department Reques	2021-2022 Variance ($)	2021-2022 Varience (%)	Description2
General Expenditures									
16-567-530-3100	VILLAGE OWNED EXPENSE	$ 34,874.38	$ 15,010.00	$ 15,000.00	$ 10,459.00	$ 11,000.00	$ (4,000.00)	-27%	Removed Wifi $4000
16-567-530-3200	SCHOOL DISTRICT OWNED	$ 28,000.00	$ -	$ -	$ -		$ -	#DIV/0!	
16-567-530-3300	ATHLETIC CLUB EXPENDITURE	$ 4,650.00	$ 19,712.00	$ 10,000.00	$ 1,435.00	$ 9,000.00	$ (1,000.00)	-10%	
	Total General Expenditures	**$ 67,524.38**	**$ 34,722.00**	**$ 25,000.00**	**$ 11,894.00**	**$ 20,000.00**	**$ (5,000.00)**	**-20%**	
	DEPARTMENT TOTAL	**$ 67,524.38**	**$ 34,722.00**	**$ 25,000.00**	**$ 11,894.00**	**$ 20,000.00**	**$ (5,000.00)**	**-20%**	

Senior Center

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Request	2021-2022 Variance ($)	2021-2022 Varience (%)	Revenue Explanation
Intergovernmental Revenues									
10-430-431-2500	FEDERAL AID - NUTRITION	$ 600.00	$ 600.00	$ 600.00	$ 600.00	$ 600.00	$ -	0%	County Rental Fee for ADRC Senior Meal Program
10-430-431-7215	COUNTY GRANT - AGING & DISBILITY	$ 5,920.56	$ 2,131.00	$ 6,000.00	$ 5,090.00	$ 6,000.00	$ -	0%	Grant reimbursement for senior programs, special events, and trips
	Total Intergovernmental Revenues	**$ 6,520.56**	**$ 2,731.00**	**$ 6,600.00**	**$ 5,690.00**	**$ 6,600.00**	**$ -**	**0%**	
Public Charges For Services									
10-460-467-7320	SENIOR CENTER FEES	$ 9,334.26	$ 3,210.00	$ 8,000.00	$ 1,812.00	$ 9,000.00	$ 1,000.00	13%	Fees - senior programs and services
10-460-467-7330	SENIOR CENTER RENTAL	$ 7,704.77	$ 3,775.00	$ 7,500.00	$ 2,410.00	$ 9,000.00	$ 1,500.00	20%	Rental fees from community use of senior center
10-460-467-7350	SENIOR TRIP FEES	$ 20,434.00	$ 50.00	$ 10,000.00	$ -	$ 15,000.00	$ 5,000.00	50%	Fees - senior trips and tours
	Total Public Charges for Services	**$ 37,473.03**	**$ 7,035.00**	**$ 25,500.00**	**$ 4,222.00**	**$ 33,000.00**	**$ 7,500.00**	**29%**	
	DEPARTMENT TOTAL	**$ 43,993.59**	**$ 9,766.00**	**$ 32,100.00**	**$ 9,912.00**	**$ 39,600.00**	**$ 7,500.00**	**23%**	

Senior Center

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Request	2021-2022 Variance ($)	2021-2022 Varience (%)	Expenses Explanation
Salaries & Wages									
10-554-510-1100	SALARIES - ADMINISTRATION	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!	
10-554-510-1800	SALARIES - STAFF	$ 57,051.76	$ 55,414.00	$ 55,661.00	22742	$ 57,676.40	$ 2,015.40	4%	Salaries - Senior Center Coordinator, Part-time office staff
	Total salaires & Wages	**$ 57,051.76**	**$ 55,414.00**	**$ 55,661.00**	**$ 22,742.00**	**$ 57,676.40**	**$ 2,015.40**	**4%**	
Fringe Benfits									
10-554-520-2100	SOCIAL SECURITY	$ 4,237.62	$ 3,969.00	$ 4,258.00	$ 1,740.00	$ 4,412.24	$ 154.24	4%	
10-554-520-2200	STATE RETIREMENT	$ 3,186.60	$ 3,161.00	$ 3,291.00	$ 1,195.00	$ 3,407.00	$ 116.00	4%	
10-554-520-2300	HEALTH INSURANCE	$ 6,800.00	$ 6,800.00	$ 7,500.00	$ 1,875.00	$ -	$ (7,500.00)	-100%	
10-554-520-2400	DENTAL INSURANCE	$ 489.00	$ 489.00	$ 420.00	$ -	$ 420.00	$ -	0%	
10-554-520-2500	LIFE INSURANCE	$ 351.92	$ 340.00	$ 381.00	$ 140.00	$ 381.00	$ -	0%	
	Total Fringe Benefits	**$ 15,065.14**	**$ 14,759.00**	**$ 15,850.00**	**$ 4,950.00**	**$ 8,620.24**	**$ (7,229.76)**	**-46%**	
Operating Supplies and Expenses									
10-554-530-3100	GENERAL SUPPLIES & EXPENSES	$ 47.28	$ 909.00	$ 1,000.00	$ -	$ 1,000.00	$ -	0%	Dues - WPRA & WASC, monies for document center/copier contract
10-554-530-3200	OFFICE SUPPLIES	$ 316.77	$ 139.00	$ 350.00	$ 86.00	$ 350.00	$ -	0%	Office supplies
10-554-530-3700	GAS AND OIL	$ 1,552.48	$ 185.00	$ 1,750.00	$ -	$ 1,750.00	$ -	0%	Gas & Oil for department vehicles (2) - Senior Transportation Program
10-554-530-3800	SENIOR PROGRAM EXPENSE	$ 13,629.83	$ 9,422.00	$ 8,000.00	$ 574.00	$ 8,000.00	$ -	0%	Program supplies and staffing costs
10-554-530-3810	SENIOR TRIPS EXPENSE	$ 18,121.62	$ 1,668.00	$ 9,000.00	$ -	$ 15,000.00	$ 6,000.00	67%	Senior Trip Costs (tickets, bus, meals, contracted services)
10-554-530-5400	EQUIPMENT REPAIR AND MAINT	$ 2,969.89	$ 1,413.00	$ 4,300.00	$ 238.00	$ 4,300.00	$ -	0%	Computers, document center, sound system, TV monitors, exercise room equipment
10-554-530-5500	VEHICLE REPAIR AND MAINT	$ 1,325.48	$ 2,360.00	$ 1,000.00	$ 391.00	$ 1,000.00	$ -	0%	Preventative & emergency repairs - Dodge Grand Caravan and Dodge Magnum
10-554-530-7100	UTILITIES	$ 16,911.86	$ 15,734.00	17500	$ 3,372.00	$ 17,500.00	$ -	0%	Distribution per Finance
10-554-530-7200	TELEPHONE	$ 1,617.94	$ 1,559.00	$ 1,850.00	$ 521.00	$ 1,750.00	$ (100.00)	-5%	Phones, Internet
10-554-530-7300	INSURANCE AND BONDS	$ 2,218.24	$ 2,554.00	$ 2,650.00	$ -	$ 2,650.00	$ -	0%	Distribution per Finance
10-554-530-7700	TRAINING AND SEMINARS	$ 150.00	$ -	$ 425.00	$ -	$ 425.00	$ -	0%	WASC & WPRA conferences, seminars, workshops
10-554-530-7800	TRAVEL	$ 83.00	$ -	$ 200.00	$ -	$ 200.00	$ -	0%	Lodging & Meals
	Total Operating Supplies	**$ 58,944.39**	**$ 35,943.00**	**$ 48,025.00**	**$ 5,182.00**	**$ 53,925.00**	**$ 5,900.00**	**12%**	
Capital Items									
10-554-570-8100	MISCELLANEOUS EQUIPMENT	$ -	$ -		$ -		$ -	#DIV/0!	
	Total Capital Items	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!	
	DEPARTMENT TOTAL	**$ 131,061.29**	**$ 106,116.00**	**$ 119,536.00**	**$ 32,874.00**	**$ 120,221.64**	**$ 685.64**	**1%**	

Job Title	Grade	Start Date*	Hourly Base Wage*	Standard Hours per Y	Allocation	Funds	Last Name	First Name	WRS Plan Type	Dental Plan	Health Plan	2022 Regular Hourly Wage	2022 PT Hourly Wage	2022 FICA	2022 WRS	2022 Dental Insurance	2022 Health Insurance	2021 LifeInsurance	2022 Overtime
Room Attendants		1/1/2022	$7.20	1000	1	10-554				None	None	$0.00	$7,200.00	$550.80	$0.00	$0.00	$0.00	$0.00	$0.00
Senior Center Coordinator		1/1/2022	$20.42	2080	1	10-554	Feigel	Mary	EE	Single	SS	$42,473.60	$0.00	$3,249.23	$2,866.97	$420.00	$7,550.40	$0.00	$0.00
Senior Center PT Office		1/1/2022	$10.26	780	1	10-554	Vacant	Vacant	EE	None	None	$0.00	$8,002.80	$612.21	$540.19	$0.00	$0.00	$0.00	$0.00

New Positions

Job Title	Grade	Start Date*	Hourly Base Wage*	Standard Hours per Y	Allocation	Funds

Senior Center

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Request	2021-2022 Variance ($)	2021-2022 Varience (%)
Capital Outlay							$ -	
40-554-570-8200	BUILDING IMPROVEMENTS	$ -	$ -	$ -			$ -	
40-554-570-8410	FURNITURE	$ -	$ -	$ -			$ -	
40-554-570-8420	OFFICE EQUIPMENT	$ -	$ -	$ -			$ -	
40-554-570-8450	OTHER EQUIPMENT	$ -	$ -	$ -			$ -	
40-554-570-8520	VEHICLES	$ -	$ -	$ -			$ -	
	Total Capital Outlay	$ -	$ -	$ -	$ -	$ -	$ -	
	DEPARTMENT TOTAL	$ -	$ -	$ -	$ -	$ -	$ -	

Senior Van Replacement Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Request	2021-2022 Variance ($)	2021-2022 Varience (%)
Intergovernmental Revenues								
28-430-431-7200	COUNTY SENIOR VAN GRANT	$ -	$ -	$ -	$ -		$ -	#DIV/0!
	Total Intergovernmental Revenues	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!
Charges For Services								#DIV/0!
28-460-467-7300	SENIOR VAN FARES	$ 3,034.97	$ 1,537.00	$ 3,000.00	$ 1,147.00	$ 3,000.00	$ -	0%
	Total Charges for Services	**$ 3,034.97**	**$ 1,537.00**	**$ 3,000.00**	**$ 1,147.00**	**$ 3,000.00**	**$ -**	**0%**
Interest Revenues								
28-480-481-1100	INVESTMENT INTEREST	$ 862.92	$ 620.00	$ 150.00	$ 176.00	$ 200.00	$ 50.00	33%
28-480-481-1115	UNREALIZED GAIN ON INVESTMENT	$ -	$ -	$ -	$ -			#DIV/0!
28-480-483-3400	FIXED ASSET SALES	$ -	$ -	$ -	$ -			#DIV/0!
	Total Operating Supplies	**$ 862.92**	**$ 620.00**	**$ 150.00**	**$ 176.00**	**$ 200.00**	**$ 50.00**	**33%**
	DEPARTMENT TOTAL	**$ 3,897.89**	**$ 2,157.00**	**$ 3,150.00**	**$ 1,323.00**	**$ 3,200.00**	**$ 50.00**	**2%**

Senior Van Replacement Expenditures

Account	Description	2019 Actual	2020 Actual	2021 Budgeted	2021 YTD	2022 Budget Department Re	2021-2022 Variance ($)	2021-2022 Varience (%)
General Expenditures								
28-590-592-4000	TRANSFER TO CAPITAL PROJECTS FUND	$ 17,000.00	$ -	$ -	$ -		$ -	#DIV/0!
	Total General Expenditures	**$ 17,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**#DIV/0!**
	DEPARTMENT TOTAL	**$ 17,000.00**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**#DIV/0!**