



Parks and Recreation Board Agenda
Wednesday, November 15, 2017 – 5:30 pm
 Cravath Lake Front Room
 2nd Floor, Whitewater Municipal Building
 312 W. Whitewater St. Whitewater, WI 53190

Call to Order and Roll Call

Consent Agenda:

CA-A	Approval of Parks and Recreation Board minutes of October 18, 2017
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Hearing of Citizen Comments:

No formal action will be taken during this meeting, although issues raised may become part of a future agenda. Participants are allotted a 3 minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those issues as designated in the agenda.

Staff Reports:

Parks & Recreation Director Report	Updates to include :Lakes Management, Effigy Mounds and other
Athletic Coordinator Updates	Program Updates

Considerations:

C-1	Discussion and update on current Aquatic and Fitness Center October Financials Review
C-2	Discussion and possible action on Senior Center Program Fee Structure
C-3	Discussion and Review of 2018 Parks and Recreation Budget
C-4	Request for future agenda items
C-5	Adjourn

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information over which they may have decision-making responsibility; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Memo

To: Parks and Recreation Board
From: Eric Boettcher, Parks and Recreation Director
Date: November 10, 2017
Re: November 15, 2017 Parks & Recreation Board Meeting

Staff Report

Parks and Recreation Directors Report:
Updates to include Lake Drawdown, Effigy mounds and more...

Athletic Program Coordinator Update:
Sport Program Updates

C-1 Discussion and update on Current Aquatics and Fitness financial review and updates.
We will also discuss future specials for the Months of December and January that we hope to attract more members for the 2018 season.

Financials:

For the Month of October, the Aquatic Center saw Revenues of \$38,877.89 and Expenses of \$62,455.24.

C-2 Discussion and Possible Action on Senior Center Program Fee Structure

The Senior Center is looking at adding a membership fee starting in 2018. This membership fee would help offset the expenses of a part time position at the Starin Park Community building. With this additional fee we are looking at fee structure that would not charge a non-resident fee.

C-3 Discussion and Review of 2018 Parks and Recreation Budget

We will review and discuss the proposed 2018 Parks and Recreation Budget.

C-4 Request for future agenda items

Thanks!
Eric Boettcher
Parks and Recreation Director

**City of Whitewater
Parks and Recreation Board
Draft Minutes**

Wednesday, October 18, 2017– 5:30 pm
Cravath Lakefront Conference Room
2nd Floor, Whitewater Municipal Building
312 W. Whitewater St. Whitewater, WI 53190

Call to Order and Roll Call

Ken Kidd, Brandon Knedler, Jen Kaina (5:31), Larry Kachel (5:57), Carol McCormick, Bruce Parker, Steve Ryan, and Jaime Weigel. Absent: Matthew Sylvester-Knutson and Mike Kilar
Staff: Eric Boetther, Deb Weberpal, Debbi Oas, Tim Reel and Cameron Clapper.

Consent Agenda:

CA-A Approval of Parks and Recreation Board minutes of September 20, 2017

No items to be removed from consent agenda. Kidd moved to accept the consent agenda. Second by Ryan. Ayes: Ken Kidd, Brandon Knedler, Carol McCormick, Bruce Parker, Steve Ryan, and Jaime Weigel. Noes: None. Abstain: None. Absent: Matthew Sylvester-Knutson, Mike Kilar, Jen Kaina and Larry Kachel.

Hearing of Citizen Comments:

No formal action will be taken during this meeting, although issues raised may become part of a future agenda. Participants are allotted a 3 minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those issues as designated in the agenda.

No Comments

Staff Reports:

Parks and Recreation Director –

Cameron Clapper, Chuck Nass and Boettcher met with the DNR on the Lake Dredging.

(Kaina arrived 5:31)

Dredging will begin after Labor Day 2019 which will give staff time to apply for grant funding. Residents can apply for a dredge permit for their shore area of up to 25 cu. yds for \$300. The lake will be restocked with fish and natural aquatic plants to help keep out invasives. Heidi Bunk, DNR, will present to the Council on November 21. Questions: How can we help or require shore owners to dredge? This will prevent silt from filling in where it has been dredged. The Starin Park “hill” bathrooms are finished. Thanks to the Public Works Department. The city Guide is being worked on. Looking at adding pages for city maps, photos of rental facilities and Polco.

Halloween Party is October 28 and trick or treat is October 31.

Nass, Dujardin and Boettcher visited Greenfield to look at the amphitheatre they recently had built and shared the information with the board.

Senior Program Programmer – Report is attached.

Aquatic and Fitness Coordinator –

They currently have an October Special where a new member can pull a “bonus” out of the cauldron. They have introduced a new birthday party on the pool deck. This has been very popular. Oas was asked to be the new team leader for W3llfest. She did price comparisons with several other similar sized cities with pools and there were no ‘apples to apples’ as every community is different in how they do their packages and pricing. She shared some examples.

(Kachel arrived 5:57)

Considerations:

C-1 Discussion and update on current Aquatic and Fitness Center September Financials Review

Boettcher referred to the packet. Capital improvements were moved out of operating and YTD income is **within \$1000 of expenses**.

C-2 Discussion and possible action on Proposed Parks and Recreation Sponsorship Program

Boettcher referred to the packet. Some sponsorships have been lowered to \$100. Gives buy-in to more of the community. The concert and event sponsorships remain the same. Sponsorships will be in the new Fall/Winter Guide. Parker moved to accept the changes to the sponsorship program. Second by Kachel. Ayes: Jen Kaina, Larry Kachel, Ken Kidd, Brandon Knedler, Carol McCormick, Bruce Parker, Steve Ryan, and Jaime Weigel. Noes: None. Abstain: None. Absent: Matthew Sylvester-Knutson and Mike Kilar.

C-3 Discussion and possible action on proposed Adopt-A-Park proposal

Boettcher referred to the packet. There will be a checklist of monthly and seasonal jobs and what to look for. This gives ownership of the park to people and it helps protect the park. There will be a waiver to sign which includes what they can and cannot do. The program will be started in the neighborhood playgrounds. Boettcher will be the bridge between the groups and park maintenance. A commitment of two years will be requested from groups. McCormick moved to approve the Adopt-a-park program proposal. Second by Kaina. Ayes: Jen Kaina, Larry Kachel, Ken Kidd, Brandon Knedler, Carol McCormick, Bruce Parker, Steve Ryan, and Jaime Weigel. Noes: None. Abstain: None. Absent: Matthew Sylvester-Knutson and Mike Kilar.

C-4 Request for future agenda items

None

C-6 Adjourn

Kaina moved to adjourn at 6:20 pm. Second by Parker. Ayes: Jen Kaina, Larry Kachel, Ken Kidd, Brandon Knedler, Carol McCormick, Bruce Parker, Steve Ryan, and Jaime Weigel. Noes: None. Abstain: None. Absent: Matthew Sylvester-Knutson and Mike Kilar.

Next scheduled meeting: Wednesday, November 15, 5:30 pm

Respectfully submitted,



Debra Weberpal

Seniors in the Park Report 10-18-2017

Attendance/Space Issues

We added 110 in 2016. We added 79 new people to date in 2017 and 5 in the last two weeks. Two of which are volunteering – reception and teaching sign language. New attendees want yoga, fitness and to learn something new. To-date, we have had 13,750 duplicated participants and 1008 unduplicated participants.

Space is becoming an issue. I have been putting small groups/tutoring in the kitchen and have requested a door for the west entrance. Some options that have been considered are holding some presentation/lectures at the library in their large space or (prob not popular)

but the community needs to step up and find a community space for the food pantry. There is a pool table up there that came from the senior center and a decent sized room for medium groups to meet. Currently at the Armory are taiji, pickleball, sewing group and art/craft classes such as stained glass. Yoga is held at the Cravath Lakefront. Building a community center/library would be incredible. ☺

Staffing

Looking at staffing – currently 2 people, 12 hours per week. Meeting with Judy Atkinson (HR) and Eric on Monday to discuss needs. Both current receptionists will be leaving soon (one December and one by next summer or earlier if possible). Currently they are just above minimum wage, so we will be looking at rates as well as hours needed. They are paid out of the Senior fundraising account. We are proposing a \$10 annual membership fee to help defray the cost to that fund. Per P/R policy we set fees according to resident/non-resident. Now adding Member/Non-Member. A four level fee schedule is not desirable

Dementia Friendly Community Initiative (DFCI) Goals and Accomplishments

Community members came together to form the DFCI in January 2017. Developed a mission statement and goals (A-E).

Mission: To create a Dementia Friendly Community that includes effective, ongoing programs to support individuals with dementia and their Care Partners.

A. Provide community awareness, education and information about dementia in an effort to confront stigma about the disease

1. Table at City Market – 3 dates
2. Article in the Whitewater press May 2017
3. Received a \$1000 grant from the Whitewater Community Foundation to publish an informational brochure
4. Informational table at W3llfest March 2017
- *5. Informational brochure published and distributed (going to print this week!)
- *6. Display at the ILY Young Library November 2017
7. PowerPoint presentation developed for community organizations. Three organizations have scheduled. We are doing the inaugural presentation on Friday, November 3 at 1:00. State Rep. Don Vruwink will be here to share his story (@Starin Park)

B. Provide training for businesses, churches, and organizations to become Dementia Friendly

1. Train the trainer will be held sometime in January. We have three people willing to become trainers.

C. Provide strategies and resources to assist those with dementia and their care partners.

1. Informational brochure published and distributed (going to print this week!)
 2. Working with Mulberry Glen to provide a monthly respite/adult daycare day
- D. Establish support activities and resources for care partners
- *1. Memory Café at ILY Library (Tentative start is January 2018)
- E. Promote early detection and screening. Provide education on the benefits of early diagnosis.
1. Three screeners trained
 2. Held memory screenings May and September 2017
 3. Article in the Janesville Gazette about the screeners
 - *4. Screening scheduled for November
- *Currently working on. To be finished this year.

“Dementia doesn't rob someone of their dignity; it's our reaction to them that does.” ~Teepa Snow

Everyone deserves to be treated with dignity regardless of race, color, creed, gender or *disease*.

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2017

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>AQUATIC CTR-MEMBERSHIPS</u>					
247-41000-55	FAMILY MEMBERSHIP REVENUE	19,199.89	195,942.02	150,000.00 (45,942.02)	130.6
247-41100-55	ADULT MEMBERSHIP REVENUE	.00	.00	30,000.00 30,000.00	.0
247-41200-55	YOUTH MEMBERSHIP REVENUE	.00	.00	30,000.00 30,000.00	.0
247-41300-55	SENIOR MEMBERSHIP REVENUE	.00	.00	30,000.00 30,000.00	.0
247-41350-55	SILVER SNEAKERS MEMBERSHIP	546.00	4,317.00	.00 (4,317.00)	.0
247-41400-55	COUPLE MEMBERSHIP REVENUE	.00	.00	20,000.00 20,000.00	.0
247-41500-55	COLLEGE STUDENT MEMBERSHIPS	.00	1,169.59	8,324.00 7,154.41	14.1
	TOTAL AQUATIC CTR-MEMBERSHIPS	19,745.89	201,428.61	268,324.00 66,895.39	75.1
<u>AQUATIC CTR-PASSES</u>					
247-42000-55	ADULT DAY PASSES	4,581.78	60,002.20	80,000.00 19,997.80	75.0
247-42100-55	YOUTH DAY PASSES	1,716.31	39,957.19	80,000.00 40,042.81	50.0
247-42300-55	GROUP RATES	1,170.25	18,588.74	5,178.00 (13,410.74)	359.0
	TOTAL AQUATIC CTR-PASSES	7,468.34	118,548.13	165,178.00 46,629.87	71.8
<u>AQUATIC CTR-CLASSES</u>					
247-43000-55	SWIM LESSONS	1,166.36	20,648.38	40,000.00 19,351.62	51.6
247-43200-55	LAND FITNESS CLASSES	1,121.88	11,616.19	40,000.00 28,383.81	29.0
247-43300-55	WATER CLASSES	655.14	3,261.25	16,846.00 13,584.75	19.4
	TOTAL AQUATIC CTR-CLASSES	2,943.38	35,525.82	96,846.00 61,320.18	36.7
<u>AQUATIC CTR-RENTALS</u>					
247-44000-55	MEETING ROOM RENTALS	200.00	2,164.39	1,500.00 (664.39)	144.3
247-44100-55	WHITEWATER SCHOOL DIST RENTAL	.00	.00	20,500.00 20,500.00	.0
247-44200-55	BIRTHDAY PARTIES	1,924.66	18,422.34	8,000.00 (10,422.34)	230.3
	TOTAL AQUATIC CTR-RENTALS	2,124.66	20,586.73	30,000.00 9,413.27	68.6

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2017

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>AQUATIC CTR-OTHER INCOME</u>						
247-45000-55	LIFE GUARD REIMB WHS	.00	.00	2,000.00	2,000.00	.0
247-45050-55	DONATIONS	594.52	6,577.11	.00 (6,577.11)	.0
247-45100-55	GIFT CERTIFICATES	.00	150.49	1,555.00	1,404.51	9.7
247-45200-55	MASSAGE	.00	.00	5,000.00	5,000.00	.0
247-45300-55	PERSONAL TRAINING REVENUE	.00	.00	2,000.00	2,000.00	.0
247-45400-55	CONCESSIONS STAND	5,159.87	44,270.42	48,000.00	3,729.58	92.2
247-45500-55	PRO-SHOP INCOME	242.99	2,782.61	.00 (2,782.61)	.0
247-45600-55	INTEREST INCOME	598.24	985.43	.00 (985.43)	.0
247-45700-55	STATE SALES TAX	.00	50.00	9,000.00	8,950.00	.6
TOTAL AQUATIC CTR-OTHER INCOME		6,595.62	54,816.06	67,555.00	12,738.94	81.1
<u>AQUATIC CTR-OTHER FIN SOURCES</u>						
247-49275-55	TRANSFER IN	.00	38,209.63	.00 (38,209.63)	.0
247-49280-55	WUSD CONTRIBUTION	.00	78,000.00	78,000.00	.00	100.0
247-49285-55	WUSD CAPITAL IMPROVE CONT	.00	25,000.00	50,000.00	25,000.00	50.0
247-49290-55	GENERAL FUND TRANSFER	.00	78,000.00	78,000.00	.00	100.0
247-49295-55	GENERAL FUND CAP IMPROVE CONT	.00	50,000.00	50,000.00	.00	100.0
247-49300-55	FUND BALANCE APPLIED	.00	.00	(15,678.00)	(15,678.00)	.0
TOTAL AQUATIC CTR-OTHER FIN SOURCES		.00	269,209.63	240,322.00	(28,887.63)	112.0
TOTAL FUND REVENUE		38,877.89	700,114.98	868,225.00	168,110.02	80.6

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2017

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>WAC-MANAGEMENT</u>					
247-55100-111 SALARIES/PERMANENT	6,520.00	62,764.92	86,424.00	23,659.08	72.6
247-55100-112 WAGES/OVERTIME	.00	462.00	.00	(462.00)	.0
247-55100-113 WAGES/TEMPORARY	.00	1,920.00	.00	(1,920.00)	.0
247-55100-150 MEDICARE TAX/CITY SHARE	91.60	929.52	1,323.00	393.48	70.3
247-55100-151 SOCIAL SECURITY/CITY SHARE	391.68	3,974.66	5,656.00	1,681.34	70.3
247-55100-152 RETIREMENT	429.76	4,220.83	5,877.00	1,656.17	71.8
247-55100-153 HEALTH INSURANCE	1,447.83	14,515.50	25,841.00	11,325.50	56.2
247-55100-155 WORKERS COMPENSATION	114.64	1,198.36	.00	(1,198.36)	.0
247-55100-156 LIFE INSURANCE	3.93	38.62	43.00	4.38	89.8
TOTAL WAC-MANAGEMENT	8,999.44	90,024.41	125,164.00	35,139.59	71.9
<u>WAC-FRONT DESK</u>					
247-55150-112 WAGES/OVERTIME	.00	37.50	.00	(37.50)	.0
247-55150-113 WAGES/TEMPORARY	7,642.94	67,017.26	62,544.00	(4,473.26)	107.2
247-55150-150 MEDICARE TAX/CITY SHARE	110.83	990.62	907.00	(83.62)	109.2
247-55150-151 SOCIAL SECURITY/CITY SHARE	473.91	4,235.80	3,878.00	(357.80)	109.2
247-55150-155 WORKERS COMPENSATION	324.86	2,981.38	2,514.00	(467.38)	118.6
TOTAL WAC-FRONT DESK	8,552.54	75,262.56	69,843.00	(5,419.56)	107.8
<u>WAC-FITNESS</u>					
247-55200-114 WAGES/PART-TIME/PERMANENT	1,914.50	20,591.61	22,480.00	1,888.39	91.6
247-55200-150 MEDICARE TAX/CITY SHARE	27.77	306.71	326.00	19.29	94.1
247-55200-151 SOCIAL SECURITY/CITY SHARE	118.70	1,311.23	1,394.00	82.77	94.1
247-55200-155 WORKERS COMPENSATION	81.39	925.08	904.00	(21.08)	102.3
TOTAL WAC-FITNESS	2,142.36	23,134.63	25,104.00	1,969.37	92.2
<u>WAC-AQUATIC</u>					
247-55300-112 WAGES/OVERTIME	.00	478.68	.00	(478.68)	.0
247-55300-114 WAGES/PART-TIME/PERMANENT	15,935.52	160,172.82	221,430.00	61,257.18	72.3
247-55300-150 MEDICARE TAX/CITY SHARE	231.08	2,394.17	2,875.00	480.83	83.3
247-55300-151 SOCIAL SECURITY/CITY SHARE	988.05	10,236.83	12,294.00	2,057.17	83.3
247-55300-155 WORKERS COMPENSATION	680.04	7,217.51	7,971.00	753.49	90.6
TOTAL WAC-AQUATIC	17,834.69	180,500.01	244,570.00	64,069.99	73.8
<u>WAC-MAINTENANCE</u>					
247-55400-250 CONTRACTED SERVICES	214.15	214.15	.00	(214.15)	.0
TOTAL WAC-MAINTENANCE	214.15	214.15	.00	(214.15)	.0

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2017

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>WAC-ADMIN EXPENSES</u>					
247-55500-225 TELEPHONE	277.43	3,080.45	.00	(3,080.45)	.0
247-55500-246 CLEANING & SUPPLIES	1,289.67	8,337.84	10,000.00	1,662.16	83.4
247-55500-310 OFFICE SUPPLIES	13.54	1,194.65	1,500.00	305.35	79.6
247-55500-340 FITNESS CLASS SUPPLIES	68.25	1,401.26	1,000.00	(401.26)	140.1
247-55500-343 POSTAGE	.00	.00	600.00	600.00	.0
247-55500-650 CREDIT CARD PROCESSING FEES	.00	.00	3,000.00	3,000.00	.0
247-55500-652 BANK CHARGES	.00	5.00	.00	(5.00)	.0
247-55500-654 PERMITS & FEES	.00	718.00	709.00	(9.00)	101.3
247-55500-656 MEMBER KEY TAGS	295.00	885.00	600.00	(285.00)	147.5
247-55500-658 FAMILY PARTNERSHIP PAYOUTS	.00	13.85	2,000.00	1,986.15	.7
TOTAL WAC-ADMIN EXPENSES	1,943.89	15,636.05	19,409.00	3,772.95	80.6
<u>WAC-POOL EXPENSES</u>					
247-55600-340 LIFEGUARD SUPPLIES	171.28	438.03	600.00	161.97	73.0
247-55600-342 WSI CLASS EXPENSE	.00	44.81	1,500.00	1,455.19	3.0
247-55600-344 LIFEGUARD CLASS EXPENSE	.00	780.00	4,000.00	3,220.00	19.5
247-55600-346 GENERAL POOL MAINTENANCE	3,301.74	20,325.24	4,000.00	(16,325.24)	508.1
247-55600-348 POOL EQUIPMENT	.00	957.83	500.00	(457.83)	191.6
247-55600-350 POOL CHEMICALS	3,000.00	15,268.81	11,000.00	(4,268.81)	138.8
TOTAL WAC-POOL EXPENSES	6,473.02	37,814.72	21,600.00	(16,214.72)	175.1
<u>WAC-UTILITIES/HVAC</u>					
247-55700-221 WATER/SEWER UTILITIES	1,984.44	31,168.33	21,000.00	(10,168.33)	148.4
247-55700-222 ELECTRIC UTILITIES	7,927.43	68,759.85	103,312.00	34,552.15	66.6
247-55700-224 GAS UTILITIES	617.19	31,639.24	62,923.00	31,283.76	50.3
247-55700-244 HVAC SUPPLIES	1,177.89	8,009.72	1,000.00	(7,009.72)	801.0
247-55700-355 REPAIR/MAINT SUPPLIES	206.08	13,980.35	.00	(13,980.35)	.0
TOTAL WAC-UTILITIES/HVAC	11,913.03	153,557.49	188,235.00	34,677.51	81.6
<u>WAC-OTHER EXPENSES</u>					
247-55800-324 MARKETING	482.75	2,040.43	30,000.00	27,959.57	6.8
247-55800-340 OPERATING SUPPLIES	119.13	8,116.41	.00	(8,116.41)	.0
247-55800-341 JANITORIAL/CLEANING SUPPLIES	.00	95.13	.00	(95.13)	.0
247-55800-342 CONCESSION SUPPLIES	3,684.62	32,673.79	41,000.00	8,326.21	79.7
247-55800-344 LAND FITNESS SPECIAL EVENTS	.00	296.68	.00	(296.68)	.0
247-55800-346 PRO-SHOP INVENTORY	.00	1,054.51	3,300.00	2,245.49	32.0
247-55800-600 SALES TAX EXPENSE	.00	5,061.59	.00	(5,061.59)	.0
247-55800-810 CAPITAL EQUIPMENT	.00	995.00	.00	(995.00)	.0
247-55800-820 CAPITAL IMPROVEMENTS	95.62	2,030.12	100,000.00	97,969.88	2.0
TOTAL WAC-OTHER EXPENSES	4,382.12	52,363.66	174,300.00	121,936.34	30.0

CITY OF WHITEWATER
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2017

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
TOTAL FUND EXPENDITURES	62,455.24	628,507.68	868,225.00	239,717.32	72.4
NET REVENUE OVER EXPENDITURES	(23,577.35)	71,607.30	.00	(71,607.30)	.0

DEPARTMENT/FUNCTION

Recreation is responsible for providing a comprehensive offering of programs for all ages and abilities. Programs vary from recreational to competitive sports, to exercise wellness, to arts and culture, enrichment programs and community special events. The initiative for growth in programming comes directly from citizens requests. Administrative costs are funded by tax dollars, but direct program expenses are supported by a variety of user fees. The department staff work closely with community groups and organizations to promote, deliver, and administer a comprehensive program while attempting to not duplicate services.

MISSION

The City of Whitewater Parks and Recreation Department provides efficient and high quality programs and services which support living, learning, playing and working in an exceptional community.

PERSONNEL SUMMARY

	2014	2015	2016	2017	2018
Full Time Equivalent Positions –Rec. Administration	2.4	2.4	2.4	2.4	2.4
Full Time Equivalent Positions – Parks Administration	.4	.4	.4	.4	.4
Full Time Equivalent Positions – Parks Maintenance	4.19	4.19	4.19	4.19	4.19
Full Time Equivalent Positions – Facility Maintenance	2.52	2.52	2.52	2.52	2.52
Full Time Equivalent Positions – Recreation	4.17	4.17	4.325	4.325	4.325
Full Time Equivalent Positions – Aquatic and Fitness	0	0	15.22	15.22	15.22
Full Time Equivalent Positions – Seniors	.88	.88	.88	.88	.88

PARKS & RECREATION EXPENSE SUMMARY

FISCAL RESOURCES		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 ACT-EST	2018 BUDGET
FACILITY MAINTENANCE							
100	Personnel & Benefits	110,967	129,468	131,737	125,896	128,105	132,977
200	Professional Svcs	244,856	234,722	239,521	232,300	210,913	235,300
300	Commodities & Other Exp	30,242	30,583	25,250	24,800	49,059	28,500
800	Capital Outlay	81,493	-	-	-	-	-
51600	Total	467,558	394,773	396,507	382,996	388,077	396,777
YOUNG LIBRARY BUILDING							
100	Personnel & Benefits	15,549	18,225	11,287	25,290	25,999	27,078
200	Professional Svcs	53,731	57,087	42,604	54,500	44,189	43,800
300	Commodities & Other Exp	1,000	3,119	2,402	2,000	2,000	2,500
800	Capital Outlay	-	-	-	-	-	-
55111	Total	70,279	78,431	56,293	81,790	72,188	73,378
PARKS ADMINISTRATION							
100	Personnel & Benefits	37,717	41,691	41,746	42,495	38,915	41,714
200	Professional Svcs	(4,921)	83	-	-	-	-
300	Commodities & Other Exp	-	-	-	-	220	-
800	Capital Outlay	-	-	-	-	-	-
55200	Total	32,796	41,774	41,746	42,495	39,135	41,714
PARKS MAINTENANCE							
100	Personnel & Benefits	186,293	221,853	221,088	211,683	207,643	214,530
200	Professional Svcs	77,976	74,454	87,102	79,231	97,868	83,210
300	Commodities & Other Exp	28,439	24,156	25,080	23,000	22,500	23,500
53270	Total	292,708	320,463	333,269	313,914	328,011	321,240

PARKS & RECREATION EXPENSE SUMMARY

FISCAL RESOURCES		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 ACT-EST	2018 BUDGET
RECREATION ADMINISTRATION							
100	Personnel & Benefits	120,120	149,509	156,035	165,363	165,403	168,055
200	Professional Svcs	4,650	5,581	3,086	3,900	3,400	3,400
300	Commodities & Other Exp	9,474	8,415	8,409	12,500	11,014	11,500
600	Misc Exp	2,981	2,980	3,100	3,100	3,100	3,100
700	Grant Outlay	1,546	226	1,227	2,500	1,500	1,500
800	Capital Outlay	-	-	-	-	600	-
55210	Total	138,771	166,711	171,856	187,363	185,017	187,555
RECREATION PROGRAMS							
100	Personnel & Benefits	63,582	9,925	2,915	7,038	7,038	7,079
300	Commodities & Other Exp	64,159	801	514	350	350	350
600	Misc Exp	-	-	-	-	873	-
700	Grant Outlay	-	-	-	-	-	-
56120	Total	127,741	10,727	3,429	7,388	8,261	7,429
SENIORS PROGRAMS							
100	Personnel & Benefits	45,402	46,698	45,698	46,928	30,405	47,613
200	Professional Svcs	869	888	657	800	1,355	800
300	Commodities & Other Exp	2,949	3,456	2,561	3,000	3,088	3,100
55310	Total	49,221	51,042	48,916	50,728	34,848	51,513
COMMUNITY EVENTS							
700	Grant Outlay	14,460	19,145	13,601	13,300	13,300	13,300
55320	Total	14,460	19,145	13,601	13,300	13,300	13,300
COMMUNITY BASED COOP PROJECTS							
700	Grant Outlay	78,000	78,000	78,000	78,000	78,000	78,000
55330	Total	78,000	78,000	78,000	78,000	78,000	78,000
GRAND TOTAL		1,143,793	1,150,339	1,140,189	1,150,586	1,138,575	1,163,477

DEPARTMENT SERVICE METRICS

PARKS PRODUCTS & SERVICES

- Parks and recreational facility maintenance and construction
- Urban forestry planting and maintenance
- Maintenance of park areas, boulevards, and other city owned properties
- Maintenance of all playing field surfaces for youth and adult recreation programs and sports leagues
- Maintenance of the bicycle and pedestrian network
- Master planning for neighborhood and community parks
- Implementation and construction of park facilities
- Assistance to a number of community special events

RECREATION PRODUCTS AND SERVICES

- Educational programs for all ages
- Enrichment programs for youth
- Exercise and wellness programs
- Youth and adult sport leagues
- Youth and adult recreation instruction programs
- Volunteer opportunities

GOALS & OBJECTIVES

2017 RECAP

- Became a dementia friendly community by creating a coalition to educate, inform and provide a safe and respectful community for individuals with dementia and their families.
- Revised the Whitewater Parks and Recreation Sponsorship packages.
- Hired a new Parks and Recreation Director
- Increased number of tournament teams at Treyton's field from 90 to 150

2018 OUTLOOK

- Develop a plan for lake rehabilitation that includes a drawdown of both lakes and addresses the prospect of lake dredging once the lake drawdown has occurred. Present plan to the Parks & Recreation Board and then the Common Council for approval in or before Q1 2018.
- Design and Construct a new amphitheater in Cravath lakefront Park to provide adequate facility space for existing events occurring in the park each year as well as to attract additional users and further revitalize the historic downtown area.
- Review contracts for building maintenance services to identify cost saving opportunities for contracted facility maintenance services.
- Relocate the dog park to city-owned property at the intersection of Jefferson Street and Starin Road. Implement a newly created Adopt-a-Park program throughout the community identifying individuals and/or groups willing to volunteer time and resources for maintenance of select park areas and amenities.

**FUND TYPE
SPECIAL REVENUE**

**ASSOCIATED DEPARTMENT
PARK & RECREATION**

FUND DESCRIPTION

FUND 246

The Field of Dreams Fund (#246) was established in 2014 to fund the Treyton's Field of Dreams Project. Revenues generated by the programming of this facility are used to fund the facility and its operation.

- **Fund Balance** is designated for annual operating and capital costs including replacement of the facility turf every 10-15 years. Turf replacement is estimated to cost \$65,000. Any balance over this target value can be made available for transfer to the General Fund for general purposes.
- **Primary Funding Source** is in conjunction with The Treyton Kilar Field Endowment fund which is administered by 1st Citizens State Bank (John Erickson) and is housed under the Whitewater Community Foundation.
- **Audit Classification:** Governmental, Non-Major.

TREYTON'S FIELD OF DREAMS FUND REVENUE DETAIL

	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 ACT-EST	2018 BUDGET
MISC REVENUE							
246-48100-55	INTEREST INCOME	-	-	-	-	-	-
246-48525-55	REC BUSINESS SPONSORSHIP	-	-	-	-	-	-
246-48610-55	FIELD OF DREAMS REVENUE	-	-	-	-	-	-
	Total:	-	-	-	-	-	-
OTHER FINANCIAL SOURCES							
246-49250-55	TOURNAMENT ENTRY FEES	-	-	36,191	25,000	26,500	40,000
246-49251-55	TFOD CONCESSION REVENUE	-	-	24,576	25,000	38,000	28,000
246-49252-55	FIELD OF DREAMS RENTAL	-	-	779	800	-	-
246-49300-55	FUND BALANCE APPLIED	-	-	-	(16,341)	(10,128)	(14,173)
	Total:	-	-	61,546	34,459	54,372	53,827
	Grand Total:	-	-	61,546	34,459	54,372	53,827

TREYTON'S FIELD OF DREAMS FUND EXPENSE DETAIL

	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 ACT-EST	2018 BUDGET
246-55110-114	WAGES/PART-TIME/PERMANENT	-	-	17,309	17,425	27,700	27,000
246-55110-150	MEDICARE TAX/CITY SHARE	-	-	263	254	400	392
246-55110-151	SOCIAL SECURITY/CITY SHARE	-	-	1,125	1,080	1,710	1,674
246-55110-155	WORKERS COMPENSATION	-	-	798	700	1,215	1,261
246-55110-212	PROFESSIONAL SERVICES	-	-	-	-	-	-
246-55110-310	OFFICE SUPPLIES	-	-	-	-	-	-
246-55110-320	SUBSCRIPTIONS/DUES	-	-	-	-	-	-
246-55110-324	PROMOTIONS/ADS	-	-	-	-	-	-
246-55110-330	TRAVEL EXPENSES	-	-	-	-	-	-
246-55110-340	OPERATING SUPPLIES	-	-	944	-	4,977	5,000
246-55110-346	CONCESSION SUPPLY EXPENSE	-	-	16,013	15,000	19,000	16,000
246-55110-350	FIELD & BUILDING MAINT/REPAIRS	-	-	4,477	-	1,434	1,000
246-55110-810	CAPIAL IMPROVEMENTS	-	-	-	-	1,668	1,500
246-55110-913	GENERAL FUND TRANSFER	-	-	-	-	-	-
	Total:	-	-	40,928	34,459	58,104	53,827

FUND BALANCE		-	-	20,618	-	30,746	44,919
246-34300	Net Change-Increase/(Decrease)	-	-	20,618	-	10,128	14,173

DEPARTMENT SERVICE METRICS

GOALS & OBJECTIVES

2017 RECAP

- Increased number of tournament teams from 90 teams to 150 teams.
- Showed an Increase in both tournament revenue fees as well as concession revenue for the 2017 season.

2018 OUTLOOK

- Increase revenues by 10% from Field operations through expanded program offerings, increased concessions sales, and additional tournament fees. To be completed by the end of Q4 2018.
- Utilize a portion of existing revenues to fund Field-related work performed by the Athletic Coordinator.
- Explore and develop additional programming at the Field during the week, including possible weekday instructional camp opportunities.

**FUND TYPE
SPECIAL REVENUE**

**ASSOCIATED DEPARTMENT
PARKS & RECREATION**

FUND DESCRIPTION

FUND 248

The Parks & Recreation Special Revenues Fund (#248) was established in 2015 to track revenues and expenditures specific to recreational programs offered by the department. This fund helps pay for staffing and other program related expenses.

- **Fund Balance** is designated to be retained for program use as needed.
- **Primary Funding Source** is generated from various Parks & Recreation Program Fees with secondary support from the General Fund as necessary. The stated goal of this fund is to be self-sufficient.
- **Audit Classification:** Governmental, Non-Major.

PARK & REC SPECIAL REVENUE FUND REVENUE DETAIL

	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 ACT-EST	2018 BUDGET
PUBLIC CHARGES FOR SERVICE							
248-46312-55	MISC DEPT EARNINGS	-	(200)	-	-	-	-
248-46730-55	REC FEES - CLEARING ACCT	-	4,577	-	-	-	-
248-46732-55	AFTER SCHOOL PROG REVENUE	6,434	70,035	70,737	71,000	70,737	72,000
248-46733-55	SUMMER CAMP	-	4,501	15,868	16,000	21,906	22,000
248-46734-55	DANCE REVENUE	933	9,102	8,032	9,000	8,032	9,000
248-46736-55	INSTRUCTION REVENUE	93	2,493	2,778	2,900	3,000	3,200
248-46737-55	CLUB BASKETBALL REVENUE	-	-	-	-	400	-
248-46738-55	SPORTS REVENUE	104	54,305	60,877	60,000	60,000	62,000
248-46739-55	SWL BASKETBALL LEAGUE	-	-	-	-	9,925	10,000
248-46740-55	CONTRACTUAL GYMNASTICS	619	4,978	5,289	6,000	6,000	6,000
248-46742-55	CONTRACTUAL ZUMBA	155	2,114	-	-	-	-
	Total Public Charges for Service	8,338	151,906	163,580	164,900	180,000	184,200
SPONSORSHIP & DONATIONS							
248-48100-55	INTEREST INCOME	-	-	-	-	-	-
248-48525-55	REC BUSINESS SPONSORSHIP	-	5,462	8,400	8,500	4,000	7,500
248-48600-55	MISC REVENUE-SPONSORSHIP	-	1,950	-	-	-	-
248-48610-55	FIELD OF DREAMS REVENUE	-	563	-	-	-	-
	Total Sponsorships & Donations	-	7,975	8,400	8,500	4,000	7,500
TOURNAMENT & CONCESSION OPERATION							
248-49250-55	TOURNAMENT ENTRY FEES	-	18,941	-	-	-	-
248-49251-55	CONCESSIONS REVENUE	-	24,010	-	-	-	-
248-49252-55	FIELD OF DREAMS RENTAL	-	1,685	-	-	-	-
248-49253-55	MISC REVENUE	-	-	-	-	7,861	-
248-49300-55	FUND BALANCE APPLIED	-	-	-	(494)	(6,483)	(5,521)
	Total Tourn & Concession Ops	-	44,635	-	(494)	1,378	(5,521)
	248 - Park & Rec Spec Rev	8,338	204,516	171,980	172,906	185,378	186,179

**SPECIAL REVENUE &
OTHER SINKING FUNDS**

**FUND 248
PARK & REC SPECIAL REVENUE**



PARK & REC SPECIAL REVENUE FUND EXPENSE DETAIL

	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 ACT-EST	2018 BUDGET
248-55110-114	WAGES/PART-TIME/PERMANENT	-	85,010	65,492	83,763	83,763	85,763
248-55110-150	MEDICARE TAX/CITY SHARE	-	1,232	941	1,214	1,214	1,244
248-55110-151	SOCIAL SECURITY/CITY SHARE	-	5,269	4,022	5,194	5,194	5,317
248-55110-155	WORKERS COMPENSATION	-	2,999	2,885	3,368	3,368	4,005
248-55110-211	PROFESSIONAL DEVELOPMENT	-	-	150	-	535	-
248-55110-212	PROFESSIONAL SERVICES	-	-	-	-	-	-
248-55110-320	SUBSCRIPTIONS/DUES	-	-	349	-	100	-
248-55110-324	PROMOTIONS/ADS	-	-	413	-	358	-
248-55110-340	OPERATING SUPPLIES	-	3,306	77	-	-	-
248-55110-342	PROGRAM SUPPLIES	-	64,204	-	-	-	-
248-55110-345	VOLUNTEER EXPENSES	-	-	128	-	-	-
248-55110-346	CONCESSION SUPPLIES	-	11,231	-	-	-	-
248-55110-347	CONTRACTUAL-ZUMBA	-	625	-	-	-	-
248-55110-400	TEE & ROOKIE BALL-SUPPLIES	-	-	678	-	765	-
248-55110-405	BASKETBALL-SUPPLIES	-	-	592	-	1,350	-
248-55110-410	CLUB BASKETBALL-SUPPLIES	-	-	35,066	8,400	8,400	8,400
248-55110-411	SWL CLUB BASKETBALL-SUPPLIES	-	-	-	-	7,968	-
248-55110-415	GOLF INSTRUCTION-SUPPLIES	-	-	1,450	1,450	510	1,450
248-55110-417	VOLLEYBALL-SUPPLIES	-	-	-	-	451	-
248-55110-420	TOURNAMENT TEAMS-SUPPLIES	-	-	3,650	3,400	5,176	5,000
248-55110-425	YOUTH BASE & SOFTBALL-SUPPLIES	-	-	8,301	8,000	6,000	7,000
248-55110-430	START SMART SPORTS-SUPPLIES	-	-	518	-	680	800
248-55110-435	FLAG FOOTBALL-SUPPLIES	-	-	1,528	1,000	1,000	1,000
248-55110-440	TACKLE FOOTBALL-SUPPLIES	-	-	8,345	9,500	9,500	9,000
248-55110-445	ADULT SOFTBALL-SUPPLIES	-	-	-	-	235	-
248-55110-450	DANCE-SUPPLIES	-	-	546	1,100	1,710	1,600
248-55110-455	TAE KWON DO-SUPPLIES	-	-	-	100	-	100
248-55110-460	GYMNASTICS-SUPPLIES	-	-	1,084	1,200	-	1,200
248-55110-462	FISHING SUPPLIES	-	-	33	-	72	-
248-55110-470	SUMMER CAMP-SUPPLIES	-	-	2,670	2,500	3,072	2,600
248-55110-475	AFTER SCHOOL-SUPPLIES	-	-	14,392	12,000	12,000	12,000
248-55110-485	TENNIS-SUPPLIES	-	-	1,872	1,100	1,100	1,100
248-55110-790	PROGRAM ASSISTANCE	-	-	-	600	600	600
248-55110-810	CAPIAL IMPROVEMENTS	-	1,179	5,845	-	-	-
248-55110-913	GENERAL FUND TRANSFER	-	19,345	29,017	29,017	29,017	38,000
	Total:	-	194,401	190,043	172,906	184,138	186,179

FUND BALANCE		8,338	18,453	390		6,873	12,394
248-34300	Net Change-Increase/(Decrease)	8,338	10,115	(18,063)	-	6,483	5,521