

Parks/Recreation Committee

Regular Meeting Notice and Agenda

Village of Cross Plains

Rosemary Garfoot Public Library

2017 Julius Street

Cross Plains, WI 53528

(608) 798-3241

Wednesday, September 9, 2015

7:00 pm

- I. Call to Order, Roll Call, and Pledge of Allegiance
- II. Public Comment – This is an opportunity for anyone to address the Committee on any issue NOT on the current agenda. *Please observe the time limit of 3 minutes.* While the Committee encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.
- III. Reports
 1. Committee Chairperson
 2. Committee Members
 3. Parks and Recreation Director
- IV. Committee Discussion
 1. Discussion and action to approve the minutes from August 10, 2015.
 2. Discussion of the 2016 Parks/Recreation/Conservancy Budget.
 3. Discussion on introducing a Dog Park to the Village.
 4. Discussion regarding a Community Garden Plot in the Village.
 5. Discussion regarding the update of the 2013 Parks and Open Space Plan.
 6. Discussion to plan November Open House to the Public.
- V. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. 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. 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. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or matt@cross-plains.wi.us.



Director Report

Michael Axon
July - 2015

Parks

Construction started on the volleyball court at Glacial Valley Park for installation and construction for the basketball court. Per decision by the Parks and Recreation Committee and Village Board, the construction for the new court should be completed early September, 2015. Installation of Basketball hoops and painting of the court will complete the project. Both of these tasks are scheduled for completion.

CROSS PLAINS PARKS AND RECREATION DEPARTMENT

- 1 Parks
- 2 Recreation
- 3 Recreation/Aquatics
- 4 Community Outreach

Glacial Valley Park Basketball Court



Glacial Valley Basketball Court

What the court will look like when complete.

*"We create community
through people, parks,
and programs"*

Other Tasks:

- *Monthly playground inspection.*
- *Inspection of fence lines and shelters (Bees)*
- *Weeding of park playgrounds, volleyball courts, and baseball diamonds.*
- *New boundary lines added at Baer Park Volleyball Courts.*

Recreation

Summer Programs

The month of August consists of a number of youth day programs including Summertime Games, Messy Fest, Messes and Masterpieces, Speed and Conditioning for Young Athletes, Dodgeball, Sand Volleyball, Archery, and Disc Golf.

Messy Fest

Ages 5-11

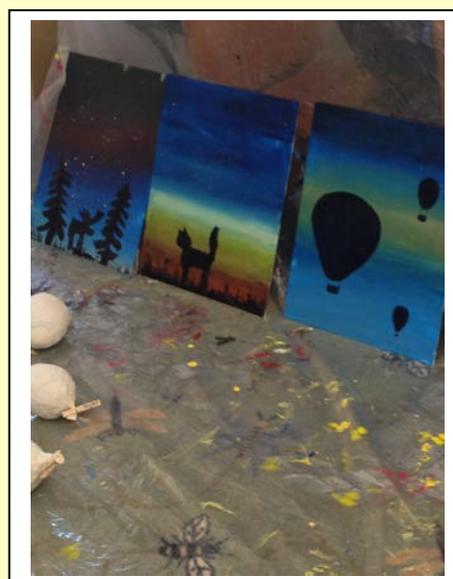
21 Participants



Messes and Masterpieces

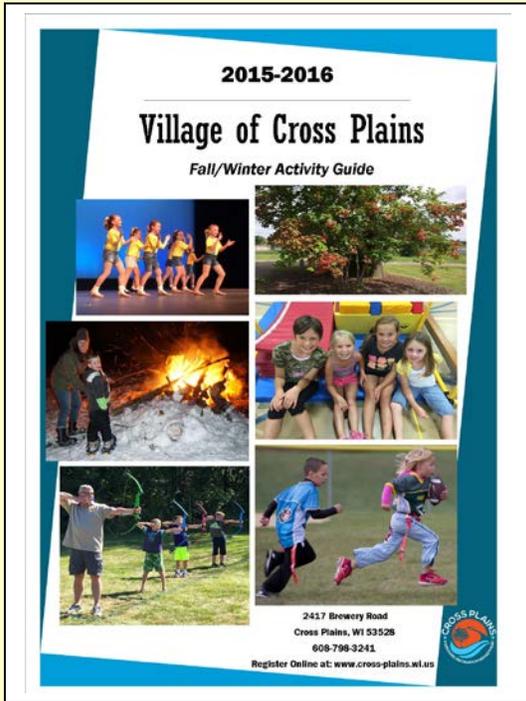
Ages 6-14

19 Participants



August Programs

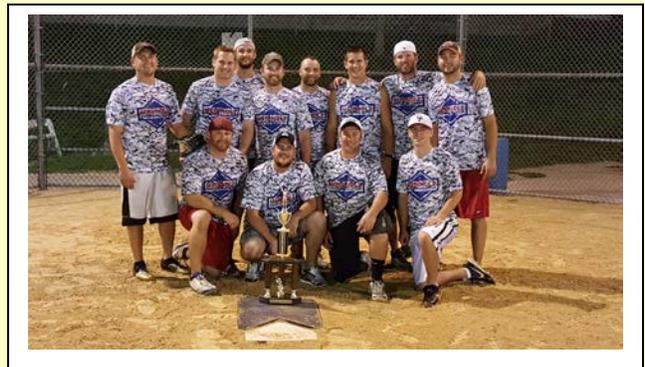
- Soccer (77)
- Sand Volleyball (25)
- Speed and Conditioning (19)
- Dodgeball (12)
- Swimming Lessons (160)
- Intro to Archery (12)
- Floor Hockey (11)
- Yoga (20 Passes)
- Couch to 5K (8)
- No Limits Interval Training (9)
- Masters Swim Course (16)
- Hydro Burn (11)
- Men's/Women's Softball



The 2015 Fall/Winter Activity Guide is online and ready for registrations! The activity guide was sent to residents/non-residents who are in our email system. We also have it available on our website for download.

Men's and Women's Softball

The men's and women's softball leagues completed another great season. We had 7 women's teams and 8 men's teams in this year's league. Congratulations to Riviera Bowl (women's) and Meinholz Overhead Doors (Men's) on their 2015 League Championships.



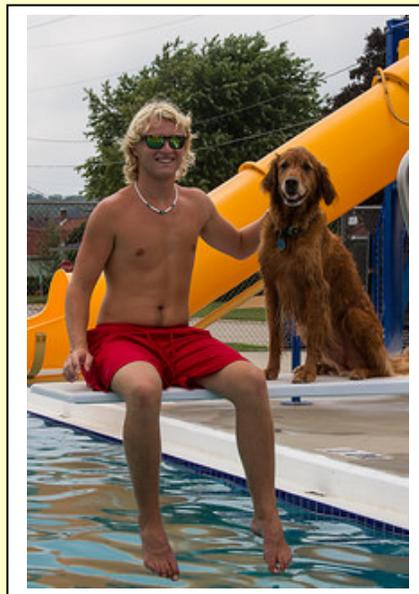
Other Tasks:

- Monthly Deposits
- Flag Football schedules and rosters finalized (September/October Program)
- NFL Flag Football Coaches Meeting/Referee Training
- Parents Night Out program
- Staff Evaluations Pool and Recreation Coordinators
- Farmers Market Set up and take down

Aquatics

Dog Day of Summer

The 2015 Swimming Season came to a close on Sunday, August 23rd with our “Dog Day of Summer”. We had a total of 32 dogs attend this year’s event. It was a wonderful day with a number of compliments and recommendations to keep this event for future years.



Other Tasks:

- *End of the season financials for the Cross Plains Stingrays.*
- *Session 5 of swimming lessons completed.*
(Session 5: 38)
- *Pool slide platform taken down for restoration.*
- *Pool pumped out and cleaned for season.*

Village of Cross Plains

Park and Recreation Committee

Meeting Minutes

August 10, 2015

I. **Meeting called to order** at 6:06 pm By Committee Chair Brosius

Roll Call – Present: Kevin Thusius, Mike Axon, Dale Buechner, Jim Billmeyer, Bill Brosius; Frank Durham

II. **No Public comment**

III. **Reports**

1. Committee Chairperson –

- a. Bill Brosius reported to the committee that the Village Trustees passed the Ice Age Trail Community.
- b. Brosius passed out a Letter to the Editor that promoted the Parks and Recreation Committee.

2. Committee Members – No Report

3. Park and Recreation Director –

- a. Concerning the basketball court at Glacial Valley Park, there were 3 bids for the asphalt work. Tri-County Paving Inc., were the lowest bid at \$7,600.00
- b. Mike highlighted parks and programs for the month. Youth dance had 223 participants up by 24 more kids.
- c. The slide at the pool will be repaired during the winter and will be installed in the spring. The cost is approximately \$1,500.
- d. Swim lessons are up this summer. We pay the lifeguards through-out the summer up front, and the String Rays pay back the Village at the end of the summer swim season.
- e. Community Outreach – Cross Plains Chalk Walk each, person, group, family will have a square to chalk. One of the Interns developed this project.

IV. **Committee Discussion**

1. The Committee passed the July 9, 2015 Minutes.
2. Presentation from Girls Scouts Troop 1035 Middleton and Troop 2423 Middleton. Lexy Hillebrand from Troop 1035 and Katie Epsilon from Troop 2423. They want to make an Aldo-Leopold bench for the Ice-skating rink in CP, a lost and rubber mats from the bench to the rink. In the future they would like to have a Lost and found. The girls made a presentation on what they wanted to do for their project which helps them earn the Silver Award. The Committee approved the girls project idea.
3. Discussion and Action regarding a Glacial Valley Park Basketball court project. There were 3 bids of 5 that came back for the asphalt work. Tri-County Paving Inc., was the lowest bid at \$7,600.00. Frank Durham made a motion to send the information to the Village and have Tri-County win the bid at \$7,600.00. Total project cost is \$12,800.00 which is \$2,800.00 over-budget. Motion was 2nd by Jim Billmeyer, and the committee approved unanimously. Motion passed to move to the Village Board.
4. Discussion regarding a Community Garden Plot in the Village.
 - a. Mike is working with the Life Foundation to select a possible site for a Cross Plains Community Garden Plot. Life Foundations is trying to bring back the Community Garden
 - b. Looking at maybe a raised garden that is handicap accessible.
 - c. Need to make sure that whatever site is used, needs to be water accessible and space.

- d. Mike Axon brought a few idea out but nothing is established yet. More to come in the future.
 - e. This item should be put on the September agenda for this committee.
5. Discussion of the 2016 Parks/Recreation/Conservation Budget.
 - a. Mike Axon when over with the committee the budget he need to have complete soon for the Village Board. Mike spent a considerable amount of time going over the process and the different areas within his budget.
 - b. There were some questions that could not be answered by the end of the night by Mike, so he is going to go back and get the answers that the committee members had and bring back those answers for the next meeting.
 - c. We will have to have this budget approved by the committee so it can be submitted to the Village Board for the overall 2016 budget.
 - d. This item needs to be placed on the agenda for September.
6. Discussion regarding the update of the 2013 Parks and Open Space Plan.
 - a. Kevin proposed that the committee members visit all 26 parks in the community. Before the September committee meeting all members visit 13 parks, and by October visit the other 13 Parks.
 - b. Mike would like us to look at the policies and update the policies.
 - c. The committee agreed to visit the parks in the next 2 months and we'll also look start looking at the policies.
 - d. For the November Committee meeting have an Open-House and invite the community with snacks and drinks and have a desk with a picture of each park to get the public to comment on what they like and what they don't and what they would like to see changed.
7. Discussion on introducing a Dog Park to the Village.
 - a. Talked about the links to the get the documentation we discussed last month.
 - b. Still looking at where to put this Park. Areas discussed were an area off Hillebrand Dr. but the area is in the Township of Cross Plains. Next area was by the Dorothy Statz Conservancy Area. And the last area was north and east of Raspberry Park. Some of the land is owned by us and some of the land is owned by Heffron Homes.
8. Next meeting will be Wednesday September 7, 2015 at 7:00 pm. In the library meeting room.
9. Meeting adjourned at 8:35 pm

Respectfully Submitted by:

Bill Brosius
Committee Chairman
August 13, 2015

**REVENUES
PARKS/RECREATION FUND - FUND 140**

Budget Summary

Taxes	
	41000

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
41110	General Property Taxes	124,545	174,515	174,515	174,515	187,250	7.30%
	Total TAXES Revenue	124,545	174,515	174,515	174,515	187,250	7.30%

Intergovernmental Revenues	
	43000

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
43200	Federal Grants	0	0	0	0	0	-----
43520	State	0	0	0	0	0	-----
43730	Park Related Grants	0	500	0	0	0	-100.00%
	Total INTERGOVERNMENTAL Rev	0	500	0	0	0	-100.00%

Public Charges for Services	
	46000

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
46720-101	Parks General Revenue	1,907	0	825	0	2,000	-----
46720-102	Parks Improvement Fund	1,935	12,500	340	12,500	12,500	0.00%
46720-103	Parks Concessions	2,509	3,500	1,634	2,800	3,500	0.00%
46725	Recreation	89,681	85,000	72,067	90,000	90,000	5.88%
46726	Baer Park Improvement	10,155	0	1,755	0	0	-----
46734-101	Pool General Revenue	68,541	68,500	30,270	68,500	68,500	0.00%
46734-102	Pool Improvement Fund	3,487	6,000	860	6,000	6,000	0.00%
46734-103	Pool Concessions	3,936	5,000	1,424	5,000	5,000	0.00%
46760	Schools	1,676	2,500	1,436	2,500	2,500	0.00%
	Total PUBLIC CHARGES Rev	183,826	183,000	110,610	187,300	190,000	3.83%

**REVENUES
PARKS/RECREATION FUND - FUND 140**

Budget Summary

Miscellaneous Revenues	
	48000

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
48000	Miscellaneous Revenue	0	1,000	10,651	10,651	1,000	0.00%
48100	Interest	0	0	0	0	0	-----
48200	Rent	0	2,000	0	0	0	-100.00%
	Total MISCELLANEOUS Revenue	0	3,000	10,651	10,651	1,000	-66.67%

Other Financing Sources	
	49000

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
49100	Proceeds of Long-term Debt	0	0	0	0	0	-----
49200	Transfers from Other Funds	0	0	0	0	0	-----
49300	Fund Balance Applied (Park Impr)	0	30,000	0	30,000	10,000	-66.67%
	Total OTHER FINANCING SOURCES	0	30,000	0	30,000	10,000	-66.67%

Total Budget Revenues	308,371	391,015	295,776	402,466	388,250	-0.71%
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**PERSONNEL
PARKS/RECREATION FUND - FUND 140**

MISSION STATEMENT:

To provide a competitive, yet cost-effective benefit package in order to recruit and retain quality employees.

PROGRAM DESCRIPTION:

The Personnel Budget includes all fringe benefit costs associated with the full-time and part-time employment of all employees within the Parks and Recreation Fund. The Village provides a package of fringe benefits to all full-time staff including health insurance, dental insurance, retirement, social security, Medicare, life insurance, and income continuation (disability). Non-monetary benefits also include vacation, sick time, employee funded retirement, etc. The Parks and Recreation Director was formally budgeted for in the General Fund Personnel Budget (110-51430) for Fringe Benefits. This position was and will continue to be supported by Allocated Revenue (Property Taxes) as it was before.

PROGRAM OBJECTIVES:

PERSONNEL BUDGET SUMMARY

REVENUES		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Allocated Revenue		9,989	42,500	15,423	35,238	44,250	4.12%
EXPENDITURES		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
51430							
171	Health Insurance	0	21,250	7,572	15,143	22,750	7.06%
172	Dental	0	1,750	432	845	1,750	0.00%
173	Retirement	1,913	6,250	3,128	6,250	6,250	0.00%
174	Social Security	6,547	10,250	3,466	10,250	10,500	2.44%
175	Medicare	1,527	2,500	811	2,500	2,500	0.00%
176	Life Insurance	2	250	15	250	250	0.00%
177	Income Continuation	0	250	0	0	250	0.00%
Total PERSONNEL Expense		9,989	42,500	15,423	35,238	44,250	4.12%

Notes:

- 171** There is 1 family and 1 single plan currently selected within this fund. Health Insurance rates are set by the State. The fee for family is \$1,5410.70 per month and for single is \$620 per month. The rates are approximately 10% higher than the previous year. The employee is responsible for pay 12% of that cost.
- 172** Cost for Dental Insurance is budgeted based on an average of claims paid for from the previous year.
- 173** There are 2.0 employees currently enrolled in WRS. The employer contribution rate for General employees is 7.2% which represents an approximate 0.20% decrease from 2015. All employees within this budget currently pay the full share of the employee contribution to WRS which is 6.6%.
- 174** The Village is responsible for paying 6.2% of all employees gross pay towards Social Security.
- 175** The Village is responsible for paying 1.45% of all employees gross pay towards Medicare.
- 176** The employer's share of life insurance premium rates is based on the employee's age and annual salary.
- 177** The employers share of income continuation premium rates is based on the employee's annual salary. Rates are set by the Department of Employee Trust Funds.

**AGING
PARKS/RECREATION FUND - FUND 140**

MISSION STATEMENT:

Our mission is to support and assist seniors and their families by providing programs and services that promote well-being, independence, involvement in their community and the ability for them to stay in their home.

PROGRAM DESCRIPTION:

The Village is a member of Northwest Dane Senior Services, Inc. (NWDSS) that is a non-profit organization. Since 1975, NWDSS continues to provide programs and services to seniors and their families in the rural communities of Northwest Dane County. Serving seniors and their families in the following neighboring towns and villages of Black Earth, Cross Plains, Mazomanie, Roxbury, Vermont, and Berry. NWDSS is located at 1940 Blue Mounds Street, Black Earth and is open Monday through Friday from 8:30 am to 4:30 pm.

PROGRAM OBJECTIVES:

Expand opportunities for Seniors through this organization and the Village website and/or newsletter.

Continue to provide for cost-effective senior services as desired.

AGING BUDGET SUMMARY

REVENUES

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Allocated Revenue	14,052	14,740	14,240	14,990	15,000	1.76%

EXPENDITURES

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
54600						
103 Senior Coordinator	837	500	0	750	750	50.00%
204 Dues & Subscription	13,215	14,240	14,240	14,240	14,250	0.07%
Total AGING Expense	14,052	14,740	14,240	14,990	15,000	1.76%

Notes:

- 101** The cost of the Senior Coordinator is split between member communities and other revenue collected by the organization.
- 204** Membership fee is determined by population at \$3.73 per person.

PARKS
PARKS/RECREATION FUND - FUND 140

MISSION STATEMENT:

The Parks Department is charged with planning, developing, and maintaining high quality park and open space facilities that enhance the quality of life for all Village residents.

PROGRAM DESCRIPTION:

The Parks Department is in charge of planning and maintaining 12 parks, (49 acres) and 6 conservancies (147 acres) throughout the Village. It is made up of 1 full time Parks and Recreation Director, 1 part-time seasonal worker, and assistance from Public Facilities staff.

PROGRAM OBJECTIVES:

Enhance and maintain all Village parks and conservancies at a minimal cost to residents.

Increase awareness of conservancy trails and hillsides with literature and programming for local residents.

PARKS BUDGET SUMMARY

REVENUES

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Allocated Revenue	38,906	56,450	15,260	58,459	56,500	0.09%
43200 Federal Grants	0	0	0	0	0	-----
43520 State	0	0	0	0	0	
43730 Park Related Grants	0	500	0	0	0	
46720-101 Parks General Revenue	1,907	0	825	0	2,000	-----
46720-103 Parks Concessions	2,509	3,500	1,634	2,800	3,500	0.00%
46726 Baer Park Improvement	10,155	0	1,755	0	0	-----
Total PARKS Revenue	53,477	60,450	19,473	61,259	62,000	2.56%

Notes:

46720-101 A fee is charged for renting park related facilities.

46726 Program users of Baer Park are charged \$10 per application that collects annual with other funds collected to be used in the future for a to be determined improvement for Baer Park. Currently \$10,000 is taken out of this

EXPENDITURES

PERSONNEL SERVICES

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
					55200	
101 Director	16,580	17,250	8,315	17,306	17,750	2.90%
104 Part-Time Staff	8,840	10,000	1,830	10,000	10,000	0.00%
Total PERSONNEL SERVICES Expense	25,420	27,250	10,145	27,306	27,750	1.83%

Notes:

101 The Director's annual salary is split equally between the three budgets that he manages: Parks, Recreation, and Pool.

102 Two part-time seasonal employees are utilized throughout the warmer months typically for a variety of work maintaining areas within the parks and conservancy.

PARKS (Continued)
PARKS/RECREATION FUND - FUND 140

EXPENDITURES (Continued)

CONTRACTUAL SERVICES

		2014	2015	YTD	2015	2016	% Change
		Actual	Budget	6/30/2015	Projected	Budget	vs. 2015
55200							
202	Communication	939	1,400	0	1,500	1,500	7.14%
203	Utilities	4,011	4,200	1,439	4,250	4,250	1.19%
204	Dues & Subscriptions	0	200	130	250	250	25.00%
205	Meetings	395	500	109	500	500	0.00%
206	Printing	190	500	0	500	500	0.00%
207	Support Services	3,455	3,000	360	3,500	3,500	16.67%
Total CONTRACTUAL SERVICES Exp		8,991	9,800	2,038	10,500	10,500	7.14%

Notes:

203 Includes utilities for park related facilities.

207 The main expense for this line item is portable restrooms in the parks at Glacial Valley, Legion park, Raspberry Park, and Park School. A handicap accessible toilet has been added to the pool for easier access and to cover high usage during home swim meets and parties.

SUPPLIES AND EXPENSES

		2014	2015	YTD	2015	2016	% Change
		Actual	Budget	6/30/2015	Projected	Budget	vs. 2015
55200							
301	Equipment	192	400	106	250	250	-37.50%
302	Technology	259	500	0	500	500	0.00%
303	Fuel	552	1,300	250	1,000	1,500	15.38%
304	Supplies	802	3,700	754	3,500	3,500	-5.41%
305	Maintenance	14,694	14,500	2,811	14,500	15,000	3.45%
306	Programs	(378)	0	1,484	0	0	-----
307	Concessions	2,445	2,500	682	2,500	2,500	0.00%
399	Miscellaneous	500	500	1,203	1,203	500	0.00%
Total SUPPLIES AND EXPENSES		19,066	23,400	7,290	23,453	23,750	1.50%

Notes:

302 Provides funding for the software for park reservations and field rentals. The ongoing costs for the program are split between Recreation and Swimming budgets.

304 Includes funding for basic supplies of the Parks including signage, cleaning materials, and other basic supplies.

305 Funding provides for repair of picnic tables, playground equipment, buildings, ball diamonds, and conservancy.

307 Expenses related to concession stand supplies at Mary's Place. Offset by the revenues collected on the sales. Excess revenue is to be put into the Baer Park Improvement Account until the building is paid.

Total PARKS Expense	53,477	60,450	19,473	61,259	62,000	2.56%
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RECREATION PROGRAMS AND EVENTS PARKS/RECREATION FUND - FUND 140

MISSION STATEMENT:

The Recreation Department is committed to improving the quality of life for all village residents through promoting and providing well-organized and maintained leisure services through a variety of recreational programs and special events throughout the year.

PROGRAM DESCRIPTION:

The Recreation Department is made up of a Parks and Recreation Director, Recreation Coordinator, part-time staff, and many independent contractors including umpires, referees, and instructors. The Recreation Department looks to promote a wide variety of affordable recreation programs for all ages while also working with the Middleton-Cross Plains School District and local businesses to be sure to benefit each resident in Cross Plains.

PROGRAM OBJECTIVES:

Add 3-5 youth programs, reaching out to residents for recreational ideas while also implementing new program ideas from Staff and Annual WPRA Conference.

Add 11-14 youth programs in 2015, reaching out to the School District for optional gym space(s) for after school programming.

Coordinate with our local school district and its coaches to encourage more camps (skills/drills) to increase feeder programs in Cross Plains. (ex. - Dance, Poms, Tennis, Volleyball, Baseball, Football, other).

RECREATION PROGRAMS AND EVENTS BUDGET SUMMARY

REVENUES

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
	Allocated Revenue	21,204	28,375	0	28,776	29,750	4.85%
46725	Recreation	89,681	85,000	72,067	90,000	90,000	5.88%
46760	Schools	1,676	2,500	1,436	2,500	2,500	0.00%
	Total REC. PROGRAMS & EVENTS Rev.	112,561	115,875	73,503	121,276	122,250	5.50%

Notes:

- 46725** New programs are currently being utilized by local users. Revenues increased 2013-2014 via budget \$34,000. With the addition of the Glacier Creek Middle School gym, we will be offering more programs for various ages.

RECREATION PROGRAMS AND EVENTS (Continued)
PARKS/RECREATION FUND - FUND 140

EXPENDITURES

PERSONNEL SERVICES

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
	55300						
101	Director	16,274	17,250	7,681	17,306	17,750	2.90%
102	Recreation Coordinator	26,658	32,500	14,883	32,635	33,500	3.08%
103	Part-Time Staff	8,575	12,000	1,893	13,000	12,000	0.00%
178	Uniform	0	0	500	500	500	-----
	Total PERSONNEL SERVICES Expense	51,506	61,750	24,956	63,441	63,750	3.24%

Notes:

- 101** The Director's annual salary is split equally between the three budgets that he manages: Parks, Recreation, and Swimming Pool.

CONTRACTURAL SERVICES

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
	55300						
201	Postage	58	325	34	325	250	-23.08%
202	Communication	500	1,400	300	1,000	1,500	7.14%
204	Dues & Subscriptions	300	300	250	250	250	-16.67%
205	Meetings	597	1,000	408	750	1,000	0.00%
206	Printing	0	1,600	1,685	1,685	2,000	25.00%
207	Support Services	27,996	23,000	8,049	26,000	26,000	13.04%
	Total CONTRACTUAL SERVICES Exp	29,451	27,625	10,726	30,010	31,000	12.22%

Notes:

- 202** Cell phone payments for recreation staff; currently using a large number of private minutes for Department purposes.
- 205** This would be for staff trainings including first aid, cpr and aed along with professional certifications such as Certified Parks and Recreation Professional.
- 207** This provides funding for independent contractors such as umpires, referees and fitness instructors.

SUPPLIES AND EXPENSES

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
	55300						
302	Technology	5,204	3,500	3,825	3,825	3,500	0.00%
304	Supplies	9,103	8,000	1,438	8,000	8,000	0.00%
306-101	Programs	17,296	15,000	7,711	16,000	16,000	6.67%
306-102	Programs - Life Foundation	0	0	8,793	0	0	-----
	Total SUPPLIES AND EXPENSES	31,603	26,500	21,767	27,825	27,500	3.77%

Notes:

- 306** Program supplies have increased with the additional programs being offered. The large increase is due to WPRA ticket expenses not accounted for in the 2014 Budget.

Total REC. PROGRAMS & EVENTS Exp.	112,561	115,875	57,449	121,276	122,250	5.50%
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**SWIMMING POOL
PARKS/RECREATION FUND - FUND 140**

MISSION STATEMENT:

The Cross Plains Pool is committed to offering a variety of services including swimming lessons, both competitive and leisure swimming, water safety instruction, and educational opportunities for all ages and abilities.

PROGRAM DESCRIPTION:

The Cross Plains pool is made up of 1 Parks and Recreation Director and 16 staff members. It is broken down into 1 pool manager, 2 assistant managers, 9 lifeguards, and 3 basket room/concession workers. The Cross Plains pool offers Red Cross swimming lessons for tiny tots through competitive swim. (Ages 3-17) The facility is also home to the Cross Plains Stingrays (Parent ran swim team).

PROGRAM OBJECTIVES:

Continue to enhance training methods/procedures for staff members working with local organizations and groups.

Continue swimming instruction courses at a variety of levels while also looking to add more programming for adults/seniors.

SWIMMING POOL BUDGET SUMMARY

REVENUES		2014	2015	YTD	2015	2016	% Change
		Actual	Budget	6/30/2015	Projected	Budget	vs. 2015
	Allocated Revenue	39,515	35,450	4,589	44,414	42,750	20.59%
46734-101	Pool General Revenue	68,541	68,500	30,270	68,500	68,500	0.00%
46734-103	Pool Concessions	3,936	5,000	1,424	5,000	5,000	0.00%
	Total SWIMMING POOL Revenue	111,992	108,950	36,282	117,914	116,250	6.70%

Notes:

46734 Revenue generated by the pool has been steady over the last several years.

EXPENDITURES

PERSONNEL SERVICES

		2014	2015	YTD	2015	2016	% Change
		Actual	Budget	6/30/2015	Projected	Budget	vs. 2015
	55420						
101	Director	16,274	17,250	7,681	17,306	17,750	2.90%
102	Pool Managers	11,247	10,000	771	11,250	11,500	15.00%
103	Lifeguards	31,252	30,000	4,937	31,250	31,000	3.33%
104	Swim Team	20,189	18,000	5,331	20,000	18,000	0.00%
178	Uniform	339	500	357	500	500	0.00%
	Total PERSONNEL SERVICES Expense	79,301	75,750	19,077	80,306	78,750	3.96%

Notes:

101 The Director's annual salary is split equally between the three budgets that he manages: Parks, Recreation, and Pool.

102 The pool is made up annually of 1 manager & 2 assistant managers. The 3 positions work on average of 47 hours per pay period. Each manager must obtain their lifeguarding certification, CPR/AED, along with a Wisc Swim Instructor certification.

103 The pool is made up of 9 lifeguards & 2 basket room/concession attendants. Lifeguards work on average of 38 hours each pay period and must be at least 16 years of age, have a current lifeguarding certificate, CPR/First Aid, and AED certification. Basket room/concession attendants work on average of 33 hours per pay period (2 weeks) & must be 14 years old.

104 Swim Team is a separate entity from the Village that pays for their own employees. The Village uses its payroll system to pay each swim team employee and receives 100% reimbursement for their cost at the end of the summer.

SWIMMING POOL (Continued)
PARKS/RECREATION FUND - FUND 140

EXPENDITURES (Continued)

CONTRACTURAL SERVICES

		2014	2015	YTD	2015	2016	% Change
		Actual	Budget	6/30/2015	Projected	Budget	vs. 2015
	55420						
203	Utilities	18,260	15,000	4,693	17,000	17,000	13.33%
204	Dues & Subscriptions	1,044	1,500	1,044	1,250	1,500	0.00%
207	Support Services	250	500	46	500	500	0.00%
Total CONTRACTUAL SERVICES Exp		19,554	17,000	5,783	18,750	19,000	11.76%

SUPPLIES AND EXPENSES

		2014	2015	YTD	2015	2016	% Change
		Actual	Budget	6/30/2015	Projected	Budget	vs. 2015
	55420						
301	Equipment	1,913	2,000	290	2,000	2,000	0.00%
302	Technology	109	500	147	500	500	0.00%
304	Supplies	5,905	6,500	3,290	7,000	7,000	7.69%
305	Maintenance	3,145	4,200	6,358	6,358	6,000	42.86%
307	Concessions	2,064	3,000	1,337	3,000	3,000	0.00%
Total SUPPLIES AND EXPENSES		13,137	16,200	11,423	18,858	18,500	14.20%

Total SWIMMING POOL Expense	111,992	108,950	36,282	117,914	116,250	6.70%
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**TRANSFERS TO OTHER FUNDS
PARKS/RECREATION FUND - FUND 140**

MISSION STATEMENT:

To allow for the ability to transfer money to other funds as needed and/or approved by the Village Board.

PROGRAM DESCRIPTION:

Occasionally, other funds within the Village require money to be transferred. This line item is included for accounting purposes as the auditor typically identifies when this is necessary according to applicable accounting standards.

PROGRAM OBJECTIVES:

Reduces the need to amend the budget if a transfer between funds is needed.

Transfers will be identified in the annual Audit.

TRANSFERS TO OTHER FUNDS BUDGET SUMMARY

REVENUES		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
	Allocated Revenue	0	0	0	0	0	-----
46720-102	Parks Improvement Fund	1,935	12,500	340	12,500	12,500	0.00%
46734-102	Pool Improvement Fund	3,487	6,000	860	6,000	6,000	0.00%
49300	Fund Balance Applied (Park Impr)	0	30,000	0	30,000	10,000	-66.67%
	Total SWIMMING POOL Revenue	5,422	48,500	1,200	48,500	28,500	-41.24%

EXPENDITURES

		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
	59200						
59200	Transfers to Other Funds	0	48,500	0	48,500	28,500	-41.24%
	Total TRANSFERS Expense	0	48,500	0	48,500	28,500	-41.24%

Notes:

59200 There are two different transfers contained within this line item:

(1) The first transfer is from Fund 140 (Parks/Rec) to Fund 150 (Debt Service) in the amount of \$10,000 for Mary's Place as authorized by the Village Board in 2010. This expense is offset by Revenue Line Item 140-49300-000 (Park Improvement Fund). As of December 31, 2014 the Park Improvement Fund had a positive fund balance of \$104,666. These payments will continue through 2021.

(2) The second transfer is from Fund 140 (Park/Rec) to Assigned Fund Balance to move revenue collected from users fees during the year for park and pool improvements. Approximately \$12,500 is transferred by the Auditor in assigned fund balances from 140-46720-102 for Park Improvements and approximately \$6,000 is transferred from 140-46734-102 for Pool Improvements. The actual amount collect for both collections is what gets transferred at year end so that tax revenue is not needed to offset a deficit.

Village of Cross Plains
2015 Parks/Recreation Fund Operating Budget

SUMMARY of REVENUES

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
Taxes	124,545	174,515	174,515	174,515	187,250	7.30%
Intergovernmental Revenues	0	500	0	0	0	-100.00%
Public Charges for Services	183,826	183,000	110,610	187,300	190,000	3.83%
Miscellaneous Revenues	0	3,000	10,651	10,651	1,000	-66.67%
Other Financing Sources	0	30,000	0	30,000	10,000	-66.67%
Total Budget Revenue	308,371	391,015	295,776	402,466	388,250	-0.71%

SUMMARY of EXPENDITURES

	2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
51430 PERSONNEL	9,989	42,500	15,423	35,238	44,250	4.12%
54600 AGING	14,052	14,740	14,240	14,990	15,000	1.76%
55200 PARKS	53,477	60,450	19,473	61,259	62,000	2.56%
55300 RECREATION PROGRAMS AND EVENTS	112,561	115,875	57,449	121,276	122,250	5.50%
55420 SWIMMING POOL	111,992	108,950	36,282	117,914	116,250	6.70%
59200 TRANSFERS TO OTHER FUNDS	0	48,500	0	48,500	28,500	-41.24%
Total Budget Expenditures	302,071	391,015	142,869	399,176	388,250	-0.71%

Difference in Revenues over Expenditures	6,300	0	152,908	3,290	0
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Village of Cross Plains
2015 Parks/Recreation Fund Operating Budget

Index Expenditures Summary

<i>PERSONNEL SERVICES</i>		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
101	Department Head	49,128	51,750	23,676	51,917	53,250	2.90%
102	First Subordinate	37,905	42,500	15,654	43,885	45,000	5.88%
103, 104	Part-Time Employees	69,694	70,500	13,990	75,000	71,750	1.77%
171	Health Insurance	0	21,250	7,572	15,143	22,750	7.06%
172	Dental	0	1,750	432	845	1,750	0.00%
173	Retirement	1,913	6,250	3,128	6,250	6,250	0.00%
174	Social Security	6,547	10,250	3,466	10,250	10,500	2.44%
175	Medicare	1,527	2,500	811	2,500	2,500	0.00%
176	Life Insurance	2	250	15	250	250	0.00%
177	Disability Insurance	0	250	0	0	250	0.00%
178	Uniform	339	500	857	1,000	1,000	100.00%
Total PERSONNEL SERVICES Expense		167,055	207,750	69,602	207,040	215,250	3.61%

<i>CONTRACTUAL SERVICES</i>		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
201	Postage	58	325	34	325	250	-23.08%
202	Communication	1,439	2,800	300	2,500	3,000	7.14%
203	Utilities	22,271	19,200	6,131	21,250	21,250	10.68%
204	Dues & Subscriptions	14,559	16,240	15,664	15,990	16,250	0.06%
205	Meetings	993	1,500	518	1,250	1,500	0.00%
206	Printing	190	2,100	1,685	2,185	2,500	19.05%
207	Support Services	31,701	26,500	8,455	30,000	30,000	13.21%
Total CONTRACTUAL SERVICES Exp		71,211	68,665	32,787	73,500	74,750	8.86%

<i>SUPPLIES AND EXPENSES</i>		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
301	Equipment	2,105	2,400	396	2,250	2,250	-6.25%
302	Technology	5,572	4,500	3,972	4,825	4,500	0.00%
303	Fuel	552	1,300	250	1,000	1,500	15.38%
304	Supplies	15,811	18,200	5,482	18,500	18,500	1.65%
305	Maintenance	17,839	18,700	9,169	20,858	21,000	12.30%
306	Programs	16,918	15,000	17,988	16,000	16,000	6.67%
307	Concessions	4,508	5,500	2,020	5,500	5,500	0.00%
399	Miscellaneous	500	500	1,203	1,203	500	0.00%
Total SUPPLIES AND EXPENSES		63,806	66,100	40,480	70,136	69,750	5.52%

<i>OTHER</i>		2014 Actual	2015 Budget	YTD 6/30/2015	2015 Projected	2016 Budget	% Change vs. 2015
59200	Transfers to Other Funds	0	48,500	0	48,500	28,500	-41.24%
Total OTHER Expenses		0	48,500	0	48,500	28,500	-41.24%
Total Budget Expenditures		302,071	391,015	142,869	399,176	388,250	-0.71%