

MUNDELEIN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING
Monday, March 12, 2018
AGENDA

Call To Order:

Pledge of Allegiance:

Roll Call: Dolan, Frasier, Knudson, McGrath, Ortega

Approval of Minutes: Committee Meeting February 26, 2018
Regular Meeting February 26, 2018

Approval of Disbursements: Warrant 030718
030918
031218
= 214,963.79

Correspondence: Email from and response to Tracey VosBurgh-Stevens
Email from and response to Vic McFadden

Old Business:

New Business: 1. Approve Service Agreement with Groot Recycling and waste

Board Business:

Executive Session: Personnel 5 ILCS 120/2 (c)(1);
Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5);
Imminent or Pending Litigation 5 ILCS 120/2 (c)(11)
Collective Bargaining or Salary Schedules 5 ILCS
120/2(c)(2)

Action on Items Discussed in Executive Session, if Necessary

Visitors:

Adjournment:

Rules for Public Comment:

- A. At the start of the period for public comment the board President or acting chairperson will advise the public:
 - 1. The amount of time permitted for public comment;
 - 2. That all speakers state their name and addresses before addressing the Board;
 - 3. To avoid repetitive comments, testimony and general questions; and
 - 4. To appoint only one person to speak on behalf of a group.
- B. Each person will be permitted to speak one time only, unless the President determines that allowing a speaker to address the Board again will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
- C. Unless a representative spokesperson is appointed in the manner described in rule D, all comments from the public will be limited to no more than three (3) minutes per person.
- D. Groups may register a representative spokesperson by filing an appearance form no later than one (1) hour in advance of a meeting. The appearance form must designate (i) the number of people the designee represents for the purpose of making public comment; (ii) the subject matter of the public comments; and (iii) whether the subject being represented by a group spokesperson shall be deemed to have waived their opportunity to speak independently unless the President determines that allowing such a speaker to address the Board will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
 - 1. A representative spokesperson who timely files a complete appearance form to speak on a matter germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of fifteen (15) minutes.
 - 2. A representative spokesperson who timely files a complete appearance form to speak on a matter not germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of nine (9) minutes.
- E. The Board shall not respond to questions posed during public comment. All questions shall be recorded by the Board Secretary and a response shall be presented either during the next regular Board meeting or in writing before such meeting.
- F. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board shall be deemed out-of-order by the presiding officer and his or her time to address the Board at said meeting shall end.

Approved 4/14/2014 Board Meeting

Mundelein Park & Recreation District
Committee of the Whole
February 26, 2018

The Committee of the Whole meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District was called to order at 7:00 pm by President DOLAN.

Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, and Superintendent of Business Services & Technology MILLER.

Executive Director RESNICK reviewed the bids submitted for custodial care at the Mundelein Community Center and Dunbar Recreation Center. All bids were under budget and the references for the low bidder were favorable. Staff was recommending a three year contract Crystal Maintenance Services.

Executive Director RESNICK reviewed several equipment purchases that are in the 2018 budget. Three bids were received for the heaters at Barefoot Bay. The low bidder, Spear Corporation was recommended. The Park District is a member of the National IPA purchasing program and staff recommends purchasing a Pro Core Processor, Pro Core Aerifer and Ford 350 Dump Truck through this cooperative. The Pro Core Processor is \$427.16 over budget and the Pro Core Aerifier is \$96.00 over budget. However, the Dump Truck is \$1,362.00 under budget.

The Board reviewed the proposed rate changes for the Regent Center and Sandburg Gym rentals and the proposed rental rates for the Dunbar Recreation Center. Commissioner McGRATH asked about the Sandburg rentals. He was told the Park District incurs the expenses and collects the revenue for these.

The Board reviewed the Budget Narrative prepared by staff. President DOLAN said he would prefer to see figures as favorable or unfavorable. The black and red colors were confusing since there are times when exceeding revenue showed as red and gave the impression it was not good. He added that not keeping the same budget for legal fees may be risky since we do not know what may come up.

Executive Director RESNICK asked if the Board would like to see a quarterly update on the budget and if so, would they like the format used for the Budget Narrative. They said they would.

President DOLAN asked about the Museum Fund and suggested the scope was too narrow. There are many activities undertaken by the Park District that fall under the area of historical activities that should be included.

Executive Director RESNICK updated the Board on activities regarding naming rights.

Committee of the Whole
February 26, 2018
Page Two

Commissioner ORTEGA asked about if the Chalet rental history would be removed from the Binder of Documentation after this year. He was told it would.

The Committee Meeting adjourned at 7:30 pm.

Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, FEBRUARY 26, 2018 AT 7:30 P.M. AT THE
MUNDELEIN COMMUNITY CENTER ADMINISTRATION OFFICES,
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

The regular scheduled meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District, Mundelein, Lake County, Illinois, was called to order at 7:30 p.m. by President DOLAN and he asked the assemblage to rise and recite the Pledge of Allegiance.

He then directed the secretary to call the roll. Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA were present. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, and Superintendent of Business Services & Technology MILLER.

Commissioner McGRATH moved to approve the minutes of the Budget Hearing, Committee and Regular Meeting of February 12, 2018, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any corrections or additions and none were made. A voice vote was taken with all voting yes.

Commissioner KNUDSON moved to approve Warrants 021618, 022018, 022318, and 022618 in the amount of \$386,679.91 second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, FRASIER, McGRATH, ORTEGA and DOLAN voting yes.

Commissioner KNUDSON moved to place the December Financials on file, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, McGRATH, FRASIER, ORTEGA and DOLAN voting yes.

Commissioner FRASIER moved to place the December Police Report on file, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions. He asked about if the District would be paid back by the driver who damaged the fence. PDRMA will seek reimbursement. A roll call vote was taken with Commissioners FRASIER, McGRATH, KNUDSON, ORTEGA and DOLAN voting yes

New Business

President DOLAN said bids were received for custodial services at the Mundelein Community Center and Dunbar Recreation Center. Commissioner ORTEGA moved to approve a three year contract with Crystal Maintenance Services for the Mundelein Community Center and Dunbar Recreation Center for \$38,940 for year one, second by Commissioner KNUDSON. President DOLAN repeated the motion and asked if there

were any questions and none were raised. A roll call vote was taken with Commissioners ORTEGA, KNUDSON, FRASIER, McGRATH, and DOLAN voting yes.

President DOLAN said bids were accepted for the purchase of two pool heaters for Barefoot Bay. Commissioner FRASIER moved to approve the purchase of two pool heaters from Spear Corporation for \$37,000, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, ORTEGA, KNUDSON, McGRATH and DOLAN voting yes.

President DOLAN said the 2018 budget includes the purchase of a Pro Core Processor for Steeple Chase Golf Club. Commissioner KNUDSON moved to approve the purchase of a Pro Core Processor through the National IPA purchasing program for \$23,427.16, second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, FRASIER, McGRATH, ORTEGA and DOLAN voting yes.

President DOLAN said the 2018 budget includes the purchase of a Pro Core Aerifer for Steeple Chase Golf Club. Commissioner FRASIER moved to approve the purchase of a Pro Core Aerifer through the National IPA purchasing program for \$31,096.00, second by Commissioner KNUDSON. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, KNUDSON, McGRATH, ORTEGA and DOLAN voting yes.

President DOLAN said the 2018 budget includes the purchase of a Dump Truck for Steeple Chase Golf Club. Commissioner McGRATH moved to approve the purchase of a Ford 350 Dump Truck through the National IPA purchasing program for \$41,638.00, second by Commissioner KNUDSON. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners McGRATH, KNUDSON, FRASIER, ORTEGA and DOLAN voting yes.

President DOLAN reviewed the project to update the District's IT infrastructure. This includes migrating to a virtual environment and adding a shared storage device. Commissioner KNUDSON moved to approve three year licenses for software and a contract with Version2 to complete the project for a total of \$50,299.95, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, ORTEGA, FRASIER, McGRATH, and DOLAN voting yes.

President DOLAN reviewed the proposed rental fees as prepared by staff. Commissioner FRASIER moved to approve rental fees as presented by staff, second by Commissioner KNUDSON. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, KNUDSON, McGRATH, ORTEGA, and DOLAN voting yes.

Board Business

President DOLAN thanked Mary Yoho and Kelli Schillaci for their help with the Legislative Breakfast held at the Regent Center.

Staff Reports

Golf

President DOLAN asked if staff thought the course could open March 13 or 14. Golf Operations Manager BROLLEY said with good weather, this was possible. Commissioner KNUDSON asked if this was earlier than usual. Golf Operations Manager BROLLEY we usually open the last week of March. Commissioner McGRATH asked if we can track where coupons are coming from to measure a marketing campaigns success. He was told that is being done. Commissioner FRASIER suggested contact the Lake Bluff Park District if they decided to close their course and see if we can work together to refer golfers to Steeple Chase. Commissioner ORTEGA asked about the simulator at the clubhouse and if the amount of club sales was higher than usual. He was told club sales are up due to customers trying the simulator. Commissioner KNUDSON asked about expanding the use of the simulator to offer more play. Golf Operations Manager BROLLEY said we now take reservations which has helped. President DOLAN suggested contacting staff from Shepard's Crook to find out how their 9 hole leagues on the simulator are going. President DOLAN asked if 20 applicants for the maintenance crew was a good number. Golf Course Superintendent DORUFF said the number was good but the applicants were not responding, so he needs more applicants.

Parks

Commissioner McGRATH commented on the amount of work the Parks Department does in house rather than contracting out. Superintendent of Buildings & Grounds SOLBERG said the Department's mechanic had experience in many more things and has been able to complete more work in-house. President DOLAN asked if staff who work snow removal are paid overtime or is it comp time. Superintendent of Buildings & Grounds SOLBERG said there is a rotation so half the crew is always on call. When they work past 40 hours, they are paid overtime.

Recreation

Commissioner McGRATH asked when was the last time rental fees had been increased. Staff will find out and let the Board know. Commissioner ORTEGA asked if we would continue to rent the Sandburg gym when the Dunbar Recreation Center opened. He was told yes. President DOLAN said he thought the mini-triathlon indoors was a good idea.

He suggested hold a full triathlon outdoors. Staff will discuss with other agencies that hold these events and see what is needed. President DOLAN suggested in light of recent national news regarding school safety, some type of press coverage to inform people that Big & Little is a secure facility and staff is prepared.

Business Services

Commissioner ORTEGA asked about the truck damage. Superintendent of Buildings & Grounds SOLBERG said someone scraped the body of the truck from the passenger door to the end of the truck bed along the barrier at the entrance to the Dunbar job site. The paint was not scratched, but the truck is dented.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:506p.m. second by Commissioner McGRATH. The motion was unanimously approved.

Secretary

Margaret Resnick

From: Margaret Resnick
Sent: Monday, March 05, 2018 4:00 PM
To: 'traceystevens73@gmail.com'
Subject: FW: 610-622 W Courtland / Building / Flooding

Ms. Stevens:

We received your email about the flooding on Courtland. As the owner of the Cardinal Terrace property, we have an agreement with the Village of Mundelein that requires us to maintain the exterior (landscaping) of the retention pond while the Village maintains its functionality. I do not mean to simply pass the buck on this one and I know that is probably how this sounds.

I will reach out to the Village administration to see if there is something we can do to alleviate the flooding in this area.

Margaret Resnick

Executive Director

847-388-5460

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From: Tracey Stevens [<mailto:traceystevens73@gmail.com>]

Sent: Monday, March 05, 2018 9:59 AM

To: pw@mundelein.org; jlobalto@mundelein.org; building@mundelein.org; slentz@mundelein.org; Info

Subject: 610-622 W Courtland / Building / Flooding

Good Morning Village of Mundelein,

I have resided at 622 W Courtland St for nearly 20 years. My grandfather purchased this home in 1947. I mention this to reflect that I have a long standing knowledge of the flooding issues on my block.

After the July 2017 rainfall I attended the Coffee with the Mayor. I discussed the impact of this record rain fall on my neighborhood. I discussed how this record rain fall is not the only time we have flooded. In fact, every time it rains hard, my neighbors and I have water in our yards. And often water in our garages (including 610, 622, & 628 W Courtland). This is a continual problem for my block and not just due to the "largest single rainfall event in Village history." I have video of the retention pond across the street from our homes overflowing, pouring into the already filled street, and filling our properties [July 2017]. I also have video of the flooded street in May 2015 filling our properties. I recall coming home and finding 12+" of water in my garage in April 2013. And please, do not think for a moment that these are the only times we have flooded, these are just the most memorable to me in recent years. I recall 'swimming at Grandpa's' as a child.

This brings me to the point of this email:

First, nothing has been done to raise the berm on the north west side of the Cardinal Terrace Park pond. While this will not fix all of the flooding in my neighborhood it will certainly help reduce insult to injury as my neighbors and I helplessly watch the waterfall cascade into our properties. This seems to be an easy fix and one that should have happened years ago.

Second, at the coffee, I discussed my concerns that the empty lot between 610-622 W Courtland had been purchased by a building with the intent of building a home there. Mr. Labaito was surprised to hear this. Both Mr. Labaito and Mayor Lentz indicated they would look into this.

This empty lot has been the 1st line of defense for my neighborhood's flooding issues. Anyone living in Mundelein very long is familiar with 'Lake Courtland'. This past week the empty lot has been fenced off, surveyed, and building is set to begin this week. On Saturday I had the opportunity to discuss the project with the builder, The Huron Group. I was surprised to hear he did not fully understand the complexity of the flooding issue. He, appeared, to be under the understanding that the water only comes from the back of the property. He was not aware that the water also comes from the street. The project involves building the property up and putting in a retention wall. That is great for this new home but what will the impact be on 610 W Courtland, the lowest house? The builder indicated they are also putting in a sewer that will run to Courtland St. The same sewer that has overflowed, on numerous occasions, water has bubbled out of. Additionally, the water flows southbound on Courtland and over the driveway of 610, the majority of the water doesn't even reach the sewer that is on the west side of 610's driveway. This water has always filled the empty lot first. Where will this water go now? And where WILL the water the pools at the back of the lot go once this property is built up? Further, I would be remiss if I didn't mention the water also flows eastbound from Tall Tree / South California to our street, what will fix this? My street has been neglected for decades while newer homes are being built UP around us.

Lastly, I have reviewed the Stormwater Management Western Slopes Presentation and was shocked to see our block wasn't even included on the map of the Stormwater Infrastructure Concept. The maps ends at Pershing. What about US? What about Bob and Anne, 610, the elderly couple whose basement flooded in July, whose driveway and garage routinely flood? What about Nichole, 628, the single mom who was out in the middle of the night pulling cars and items out of her garage as the water was rising? What about my neighbors on Pershing Street whose back yards routinely flood making the yards unusable?

My neighbors and I want to be assured that OUR flooding issues are going to FINALLY be addressed by the Village and the Park District. We want to be confident that this issue has been fully and complete addressed prior to this new house being built.

Sincerely,

Tracey VosBurgh-Stevens

622 W Courtland St.

Mundelein, IL 60060

Margaret Resnick

From: Margaret Resnick
Sent: Monday, March 05, 2018 3:59 PM
To: 'vgmcfadden@aol.com'
Subject: FW: Flooding

Mr. McFadden,

We received your email about the flooding on Courtland. As the owner of the Cardinal Terrace property, we have an agreement with the Village of Mundelein that requires us to maintain the exterior (landscaping) of the retention pond while the Village maintains its functionality. I do not mean to simply pass the buck on this one and I know that is probably how this sounds.

I will reach out to the Village administration to see if there is something we can do to alleviate the flooding in this area.

Margaret Resnick

Executive Director

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From: vgmcfadden@aol.com [mailto:vgmcfadden@aol.com]
Sent: Monday, March 05, 2018 2:56 PM
To: sblack@mundelein.org; Info
Subject: Flooding

This is a video was taken last year from a house just down and across the street from us. The water from the pond/park across from it flooded into the street.

They are beginning new construction on the land. The new builder said that they were only told that the flooding occurred in the back of the land. The video clearly shows water coming in from the street. I'm concerned that the flooding issues have not been addressed prior to construction and that this will cause major flooding down the street and into other houses.

<https://www.facebook.com/tracey.stevens.351/videos/10205132958976112/>

I'd like to know what steps and precautions have been made by the contractor and the village not to allow this to happen again?

Thanks for in advance for responding to my concerns,

Vic McFadden
627 W. Courtland St.
Mundelein, IL. 60060

**MEETING REMINDER
MONDAY, MARCH 12, 2018**

**7:00 pm Committee Meeting
7:30 pm Regular Board Meeting**

Action Items

New Business

1. Approve 60 month agreement with Groot Recycling and Waste Services for the Dunbar Recreation Center

Updates

1. 2018 Budget Narrative
2. Driving Range Update
3. Ice Rink Update
4. Golf Simulator Discussion

New Business

We are adding the Dunbar Recreation Center to our agreement with Groot. As this contract is longer than one year, it needs Board approval.

Staff recommends approving a service agreement with Groot Recycling and Waste Services for 60 months.

Updates

Enclosed is the 2018 Budget Narrative for the Recreation Fund. The Superintendent will be at the meeting to answer any questions the Board may have.

Staff met with an architect regarding the potential of building a driving range at Steeple Chase Golf Club. We should have preliminary figures by the end of March.

Staff is meeting with an architect March 15 regarding the possibility of constructing a permanent, outdoor skating rink. We should have preliminary figures in April.

At the last Board meeting, staff was asked to look into the possibility of holding winter leagues with the use of a simulator. Golf Operations Manager Bill Brolley met with the staff from Sheppard's Crook. They purchased a more sophisticated simulator for \$50,000. They currently have 24 two-man teams and are charging \$30 per hour. They have the simulator set up in their banquet room.

Mundelein Park & Recreation District

2018 Budget Analysis

Recreation Fund Divisions

Recreation Fund - 2018 Fund Balance Change

	Revenue	Expenditures	Surplus (Deficit)
Administration	1,156,290	1,095,017	61,273
Early Childhood/Dance	419,252	409,507	9,745
Athletics	145,667	174,508	-28,841
Regent Center	141,945	136,181	5,764
Big & Little	620,550	616,010	4,540
Park View	628,967	689,760	-60,793
Aquatics	707,860	839,680	-131,820
Rec Connection	412,026	322,817	89,209
Indoor Pool	144,150	220,600	-76,450
2018 Total	4,376,707	4,504,080	-127,373

**Mundelein Park & Recreation District
2018 Budget Analysis
Recreation Fund Divisions**

Administration	Page 1
Early Childhood/Dance	Page 2
Athletics	Page 3
Regent Center	Page 4
Big & Little	Page 5
Park View	Page 6
Aquatics	Page 7
Rec Connection	Page 8
Indoor Pool	Page 9

Recreation Fund - Administrative

Total Division Recap

	2017 Budget	2017 Projected	2018 Budget	<u>2017 Projected to 2017 Budget</u>		<u>2018 Budget to 2017 Projected</u>	
				Change in \$	%	Change in \$	%
Revenue	1,104,402	1,138,877	1,156,290	34,475	3%	17,413	2%
Expenditures	982,512	966,968	1,095,017	-15,544	-2%	128,049	13%
Surplus(Deficit)	121,890	171,909	61,273	50,019	41%	-110,636	-64%

Highlights of Significant Changes for 2018

Revenue

Administrative Revenue 1,104,402 1,138,877 1,156,290 34,475 FAV 3% 17,413 FAV 2%
Tax revenues are budgeted at previous year's collection, accounting for \$19,700 more. Strong performance in securing sponsorships helped 2017 projections.

Expenditures

Compensation/Benefits 336,022 315,017 378,970 -21,005 FAV -6% 63,953 UNFAV 20%
Increasing due to the inclusion of 50% of the Assistant Superintendent's wages. A larger portion of his job responsibilities are to supervise staff, it is more equitable than charging these expenses partially to Fitness and Aquatics.

Operating Supplies 119,772 115,667 130,199 -4,105 FAV -3% 14,532 UNFAV 13%
Additional staff joining IPRA, additional printing associated with opening of the Dunbar Rec Center, small increase in staff recognition, large increase in equipment budget.

Recreation Fund - Early Childhood/Dance

Total Division Recap

	2017 Budget	2017 Projected	2018 Budget	2017 Projected to 2017 Budget		2018 Budget to 2017 Projected	
				Change in \$	%	Change in \$	%
Revenue	408,234	407,717	419,252	-517	UNFAV 0%	11,535	FAV 3%
Expenditures	406,082	402,565	409,507	-3,517	FAV -1%	6,942	UNFAV 2%
Surplus(Deficit)	2,152	5,152	9,745	3,000	FAV 139%	4,593	FAV 89%

Highlights of Significant Changes for 2018

Revenue

Overall Revenue 408,234 407,717 419,252 -517 UNFAV 0% 11,535 FAV 3%

A modest increase of 3% is budgeted for revenue. Learning Center and Dance have both shown growth in the past two years to warrant this increase. Additional enrichment classes are planned with the new facility, but will not be fully operational until Fall, so were budgeted conservatively.

Expenditures

Overall Expenses 406,082 402,656 409,507 -3,426 FAV -1% 6,851 UNFAV 2%

Overall expenses are only budgeted to increase 2% from 2017 projections. The increase is mostly related to additional supplies needed for programs held at the Dunbar Recreation Center.

Recreation Fund - Athletics

Total Division Recap

	2017 Budget	2017 Projected	2018 Budget	<u>2017 Projected to 2017 Budget</u>		<u>2018 Budget to 2017 Projected</u>	
				Change in \$	%	Change in \$	%
Revenue	134,345	131,680	145,667	-2,665	-2%	13,987	11%
Expenditures	164,140	166,487	174,508	2,347	1%	8,021	5%
Surplus(Deficit)	-29,795	-34,807	-28,841	-5,012	17%	5,966	-17%

Highlights of Significant Changes for 2018

Revenue

Overall Revenue 134,345 131,680 145,667 -2,665 UNFAV -2% 13,987 FAV 11%

Revenue budgeted to increase 11% over 2017 projections with increases in gym rentals, sports programs, karate and new athletic programs.

Expenditures

Overall Expenses 164,140 166,487 174,667 2,347 UNFAV 1% 8,180 UNFAV 5%

Increases in programming will result in increased expenses.

Recreation Fund - Regent Center

Total Division Recap

	2017 Budget	2017 Projected	2018 Budget	2017 Projected to 2017 Budget		2018 Budget to 2017 Projected	
				Change in \$	%	Change in \$	%
Revenue	137,140	128,375	141,945	-8,765	-6%	\$13,570	11%
Expenditures	135,592	123,990	136,181	-11,602	-9%	\$12,191	10%
Surplus(Deficit)	1,548	4,385	5,764	2,837	183%	\$1,379	31%

Highlights of Significant Changes for 2018

Revenue

Overall Revenue 137,140 128,375 141,945 -8,765 UNFAV -6% 13,570 FAV 11%

Revenue is budgeted 11% from projections with plans to partner with other agencies (Library, Township, area Park Districts) to offer additional trips. Also, facility rentals were strong in 2017 and additional renovations are expected to help this trend continue.

Expenditures

Overall Expenses 135,592 123,990 136,181 -11,602 FAV -9% 12,191 UNFAV 10%

Similar increase in expenses as revenues. Mirrors the additional staff and supplies needed for the new trips, programs and rentals.

Recreation Fund - Big & Little

Total Department Recap

	2017 Budget	2017 Projected	2018 Budget	2018 Projected	2017 Projected to 2017 Budget	2018 Budget to 2017 Projected
Revenue	675,551	613,124	620,550	613,124	UNFAV 613.124%	FAV 1%
Expenditures	672,343	603,860	616,010	603,860	FAV -10%	UNFAV 2%
Surplus(Deficit)	3,208	9,264	4,540	9,264	FAV 189%	UNFAV -51%
					Change in \$	Change in \$
					-62,427	7,426
					-68,483	12,150
					6,056	-4,724

Highlights of Significant Changes for 2018

Revenue

	2017 Budget	2017 Projected	2018 Budget	2018 Projected	2017 Projected to 2017 Budget	2018 Budget to 2017 Projected
Charges for Programs	585,500	529,180	540,400	529,180	UNFAV 0%	FAV 2%

The 2017 budget proved to be too aggressive and staff feels confident in reaching 2018 budgeted revenues. Increased tuition revenue is based on current enrollment as most families keep their children enrolled at Big & Little until the child reaches school age.

Expenditures

	2017 Budget	2017 Projected	2018 Budget	2018 Projected	2017 Projected to 2017 Budget	2018 Budget to 2017 Projected
Compensation/Benefits	595,233	540,820	518,950	540,820	FAV -9%	FAV -4%
<i>The decrease is due to the retirement of a full time instructor. This lowers wages and and benefits. With enrollment projections flat, part time staff will be added instead of a full time staff member.</i>						
Contracted Services	45,450	39,880	65,890	39,880	FAV -12%	UNFAV 65%
<i>The addition of a Custodial Service provider were added this year at an estimate of \$23,500.</i>						
Operating Supplies/Expense	31,660	23,160	31,170	23,160	FAV -27%	UNFAV 35%
<i>The Increase is largely due to a computer replacement, additional ads and promotional materials, and playground equipment maintenance.</i>						
					Change in \$	Change in \$
					-54,413	-21,870
					-5,570	26,010
					-8,500	8,010

Recreation Fund - Park View

Total Division Recap

	2017 Budget	2017 Projected	2018 Budget	2018 Projected	2017 Projected to 2017 Budget	2018 Budget to 2017 Projected
					Change in \$	Change in \$
Revenue	630,429	543,434	628,967	628,967	-86,995 UNFAV	85,533 FAV
Expenditures	624,057	592,288	689,760	689,760	-31,769 FAV	97,472 UNFAV
Surplus(Deficit)	6,372	-48,854	-60,793	-60,793	-55,226 UNFAV	-11,939 UNFAV
					%	%
					-14%	16%
					-5%	16%
					-867%	24%

Highlights of Significant Changes for 2018

Revenue

	2017 Budget	2017 Projected	2018 Budget	2018 Projected	2017 Projected to 2017 Budget	2018 Budget to 2017 Projected
					Change in \$	Change in \$
Membership	373,119	307,775	362,437	362,437	-65,344 UNFAV	54,662 FAV
					-18%	18%
<i>Membership revenue is aggressively budgeted to increase 18% over 2017 projections. This equates to 152 additional members. This increase is attainable with the new cardio equipment, redesign of the fitness floor, internal retention and external sales promotions, along with revisions to group exercise targeting stay at home parents and improvements to our customer care program.</i>						

Facility Rental 2,000 3,500 7,500 7,500 FAV 75% 4,000 FAV 114%
Facility revenue was up 75% in 2017 with requests strong in the Fall; however, losing the gym for the first four or five months of 2018 will negatively impact this revenue.

Passport Class 67,000 56,500 62,000 62,000 UNFAV -16% 5,500 FAV 10%
Passport class 2017 projected revenue missed 2017 budget and the lower participation is reflected in a decrease of 7.5% in the 2018 Budget from the 2017 Budget.

Personal Training 55,000 55,000 65,000 65,000 FAV 0% 10,000 FAV 18%
Personal training revenue is expected to increase 18% based on the increased enrollment at the end of 2017.

Expenditures

Compensation/Benefits 286,805 285,570 314,810 314,810 FAV 0% 29,240 UNFAV 10%
Wages are expected to increase 10% with the addition of a part time Fitness Coordinator to support the group exercise and personal training areas.

Contracted Services 75,540 67,245 105,445 105,445 FAV -11% 38,200 UNFAV 57%
Contracted Services will increase 57%. This is largely due to outsourcing custodial services. Part time wages reflect the elimination of this position. This additional expense is justified as we will be able to better serve our customers by cleaning our facility after hours and additional duties are in the specifications that we do not have the manpower to cover currently. Also included in this increase our contracted services for the redesign of the fitness floor.

Operating Supplies & Expense 100,371 82,967 95,975 95,975 FAV -17% 13,008 UNFAV 16%
Operating Expenses are lower than the 2017 Budget, but higher than the 2017 projected year end expense by 16%. This is mainly due to increases in fitness equipment leases and additional credit card fees on the increased revenue.

Recreation Fund - Aquatics

Total Division Recap

	2017 Budget	2017 Projected	2018 Budget	<u>2017 Projected to 2017 Budget</u>		<u>2018 Budget to 2017 Projected</u>	
				Change in \$	%	Change in \$	%
Revenue	691,305	664,646	707,860	-26,659	-4%	43,214	7%
Expenditures	837,532	840,466	839,680	2,934	0%	-786	0%
Surplus(Deficit)	-146,227	-175,820	-131,820	-29,593	UNFAV	44,000	UNFAV
					20%		-25%

Highlights of Significant Changes for 2018

Revenue

Overall Revenue 691,305 664,646 707,860 -26,659 UNFAV -4% 43,214 FAV 7%

Total Revenue in 2017 was 4% short of budget. This is attributed to the frequency of days with temperatures in low 70s being 55% higher than average and mid to high 70's days 26% higher than average. These temperatures are the most detrimental to aquatic operations because they warrant being open and fully staffed, but the number of patrons is greatly reduced. Memberships and daily fees were budgeted using the average, as well as, \$1 increase for non-residents.

Expenditures

Overall Expenses 837,532 840,466 839,680 2,934 UNFAV 0% -786 FAV 0%

There is basically no change for budgeted expenditures for 2018.

Recreation Fund - Rec Connection

Total Division Recap

	2017 Budget	2017 Projected	2018 Budget	<u>2017 Projected to 2017 Budget</u>		<u>2018 Budget to 2017 Projected</u>	
				Change in \$	%	Change in \$	%
Revenue	414,259	399,167	412,026	-15,092	-4%	12,859	3%
Expenditures	272,332	255,262	322,817	-17,070	-6%	67,555	26%
Surplus(Deficit)	141,927	143,905	89,209	1,978	1%	-54,696	-38%

Highlights of Significant Changes for 2018

Revenue

Overall Revenue 414,259 399,167 412,026 -15,092 UNFAV -4% 12,859 FAV 3%
Revenue is expected to be fairly stable for 2018 with a modest 3% growth.

Expenditures

Overall Expenses 272,332 255,262 322,817 -17,070 FAV -6% 67,555 UNFAV 26%
Expenses are budgeted to increase 26% in 2018 because of new equipment and supplies needed for the new building, as well as, allocation of utilities and maintenance for the new facility.

Recreation Fund - Indoor Pool

Total Division Recap

	2017 Budget	2017 Projected	2018 Budget	<u>2017 Projected to 2017 Budget</u>		<u>2018 Budget to 2017 Projected</u>	
				Change in \$	%	Change in \$	%
Revenue	162,629	121,190	144,150	-41,439	-25%	22,960	19%
Expenditures	241,260	204,822	220,600	-36,438	-15%	15,778	8%
Surplus(Deficit)	-78,631	-83,632	-76,450	-5,001	6%	7,182	-9%

Highlights of Significant Changes for 2018

Revenue

Overall Revenue 162,629 121,190 144,150 -41,439 UNFAV -25% 22,960 FAV 19%

The 2018 budgeted revenue is less than the 2017 budgeted revenue reflecting the decline in membership and daily passes, but is 19% more than the 2017 projected revenue taking into consideration an expected increase in lesson revenue resulting from the restructuring of the swim lesson programs.

Expenditures

Overall Expenses 241,260 204,822 220,600 -36,438 FAV -15% 15,778 UNFAV 8%

Expenses are anticipated to be steady with the exception of increase wages for swim lessons.