



Parks & Recreation Commission -

THURSDAY, AUGUST 18, 2022; 4:30 PM

Doty Park, 701 Lincoln St. Neenah, WI 54956

In the case of inclement weather we will meet at the Whiting Boat House

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

MEMBERS	Lee Hillstrom, Kate Hancock-Cooke, Gary Lawell, Peter Kelly, Jim Vedder, Ted Galloway, Jim Wise, Ashley Ondresky and Brian Borchardt
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STAFF	Stephanie Schott, Jim Kluge, Trevor Fink, and Michael Kading
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AGENDA TOPICS

CALL TO ORDER	
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APPEARANCES	Open Forum / Commission Consideration of Appearances
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MINUTES	Approval of Meeting Minutes July 21, 2022	Attached
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BILL VOUCHERS	Bills for previous month	Hancock-Cooke
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FINANCIAL Report	Reviewed quarterly in March, June, September, December	Attached
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MISSION ACTION Report		Attached
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BUSINESS ITEMS	<ol style="list-style-type: none"> 1. Arrowhead Park Phase 1B Pier Construction Bids 2. Arrowhead Park Phase 1B Prairie / Path Construction Bids 3. Construction Administration Arrowhead Park Phase 1B 4. Preliminary 2023 Operational / Maintenance Budget 5. Discussion Proposed Island Park Name Change 6. Announcements & Future Agenda Items <ul style="list-style-type: none"> • Discussion Fall Commission Retreat Requested by Borchardt • Discussion Park Recycling / Garbage Collection Requested by Borchardt • Discussion Fresh Air Park 	
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LIAISON Reports	<ul style="list-style-type: none"> ◇ Plan Commission ◇ Harbor Committee 	<ul style="list-style-type: none"> ◇ Hancock-Cooke ◇ Galloway
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ADJOURN	
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ADA Accommodation Notice: the following notice should be included in all printed material produced for City programs. In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call **the Park and Recreation Department** or the **City's ADA Coordinator** at (920) 886-6106 or e-mail attorney@ci.Neenah.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

Creating Community Through People, Parks & Programs



PARK & RECREATION COMMISSION MINUTES

REGULAR MEETING – July 21, 2022

MEMBERS PRESENT

X	Jim Wise (arrived @4:33p)	X	Kate Hancock - Cooke		Gary Lawell
	Peter Kelly	X	Jim Vedder	X	Ted Galloway
	Lee Hillstrom	X	Ashley Ondresky	X	Brian Borchardt

STAFF PRESENT

X Michael T. Kading, Director of Parks & Recreation
X Jim Kluge, Superintendent of Recreation
Trevor Fink, Superintendent of Parks
X Stephanie Schott, Recreation Supervisor

OTHERS PRESENT: Scott Becher, Chris Erdman

MEETING CALLED TO ORDER BY Commissioner Hancock-Cooke at 4:31 P.M.

CORRESPONDENCE

None.

APPEARANCES

None.

MINUTES

MSC Galloway / Vedder to approve the minutes as corrected of the June 16, 2022. All voting aye.

BILL VOUCHERS

Vouchers will be reviewed at a future date.

FINANCIAL REPORT

MSC Borchardt / Galloway to accept the report as given. All voting aye.

MISSION ACTION REPORT

The following items were discussed:

- Commissioner Hancock – Cooke reported that she volunteered for the Filthy Fun Run for Kids a program held in cooperation with Fox Crossing. She indicated that is a really cool event.
 - Commissioner Ondresky reported that a friend told her that it was a well-run very fun event and that the addition of the family run has helped ease kids into the event.
 - Commissioner Galloway mentioned the solar array that is identified on the Arrowhead Site Rendering and cautioned staff on location for use and safety.
 - Commissioner Hancock – Cooke suggested that any solar opportunities could be positioned on future buildings.
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- Commissioners further question the idea of weed cutting in and around Arrowhead. Director Kading indicated that according to the DNR a study would have to be completed and then submitted to the DNR for approval.

BUSINESS FOR CONSIDERATION

BUSINESS ITEM #1: WE Energies Request for Easement W. Northwater Street

The commission reviewed the information presented. Concern was expressed that these easements may impact future development. Staff indicated that the location should not impact future development and WE Energies has agreed to power the future building as well as provide \$1,500 for landscape improvements at the Neenah Trestle landing.

Action Needed: MSC Galloway / Borchardt to accept and recommend the WE Energies easement near Cook Park as present. All voting aye.

BUSINESS ITEM #2: 2023 CIP Report

The report was reviewed. Commissioners requested that Fresh Air budget and potential remaining dollars be agendaized for further discussion.

BUSINESS ITEM #3: Announcements & Future Agenda Items

Arrowhead Phase 1B Pier and Prairie/Path bid awards

2023 Operational Budget

Fresh Air CIP Budget discussion

LIAISON REPORTS

PLANS COMMISSION: Hancock-Cooke reported that there has been no business related to the commission

HARBOR COMMITTEE: Galloway reported that weed harvesting has been completed in the harbor. Director Kading added that 20 loads of weeds were removed from Monday 7/18-Wednesday 7/20. The amount removed is considered an average year.

MSC Vedder / Borchardt to adjourn at 5:32p

Recorded for the Commission by Michael T. Kading, CPRP



Parks & Recreation MISSION ACTION REPORT

August 18, 2022

Provide recreational experiences.

- Playground and Sports programs officially wrapped up on August 4th. Enrollment was outstanding this summer! Staff did a great job providing quality programming to all participants. To conclude, we hosted the **Adventure Olympics** at Great Northern. Approximately **100** of our Adventure participants attended the event. Games included: Capture the Flag, Sponge Relay, and Gold Rush



- **Fall/ Winter Activity Guide** will be mailed to City of Neenah Residents on August 17. Copy of the guide will also be able to be view online and copies available at the Neenah Library.
- **Neenah Pool** will close for the season on Saturday, August 20. Attendance numbers will be available in the September Mission Action Report.

Promote health and wellness.

- **Neenah Kids Triathlon** was held on August 6 at the Neenah Pool. Course included swimming in the pool, bike and run utilizing Kimberly Point and Riverside Parks. 82 participants were ages 6-14 years of age. Emphasis was on completion rather than competition. Thank you goes out to our title sponsor **Bergstrom Automotive**.



*Creating Community Through People,
Parks & Programs*

Parks & Recreation MISSION ACTION REPORT

Facilitate community problem solving.

- **Community Kids** completed its **fourth year of programing**. Kids helped pick up garbage, made blessing bags, and made blankets for Ascend. The children raised over \$400 for Spierings Cancer Foundation



Strengthen community image and sense of place.

- Our annual **“Movie in the Park”** took place on Tuesday, August 2th in partnership with the Neenah Police Department. **Approximately 250** community members attended the showing of **“Toy Story”**. Thank you to **Galloway Company** for your sponsorship!
- Park crew has been working on **dog park**. Concrete approach and gathering area, trails, and leveling holes and seeding are all being done. Contractor will install revised fencing area in the next few weeks.
- **Scheels** has donated one new basketball hoop for **Southview Park**. We were able to get the other hoop at a reduced cost. New asphalt for basketball court at Southview has been completed.
- The new asphalt road and parking area has been completed. Park staff will be working on landscaping the next few weeks.



- **Drool In The Pool** will be held on Sunday, August 21 at the Neenah Pool. Time slots are 90 minutes, starting at 11:30am, 1:00 pm, 3:30 pm and 5:30 pm.

Increase cultural unity.

- **Riverside Players** wrapped up their 66th season with the musical **The Addams Family**. A final report with attendance numbers will be available in the September Mission Action Report.



City of Neenah Parks and Recreation Commission Meeting August 18, 2022

BUSINESS ITEM #1: Arrowhead Park Phase 1B Pier Construction Bids

The Parks and Recreation Department has designed and advertised for bids to construct the Pier at Arrowhead Park. \$525,000 of alternative funding has been secured from the National Damage Assessment Fund and the David and Rita Nelson Family Fund. The work is expected to begin late fall and be completed by May 2023.

The scope of the pier construction consists of a 150 foot 14' wide gangway and an 832 square foot gathering area with an attached quiet water launch.

Three Bids were received and opened on Thursday, August 11, 2022. The engineers recommendation letter and bid summary are attached. The lowest qualified bid was received from Lunda Construction, Black River Falls, WI in the amount of \$619,541.40.

Summary of Funding

NRDA	\$200,000
David/Rita Nelson Family Fund	\$325,000
2021 Capital Improvement	\$94,541.40
Total	\$619,541.40

Suggested Action: A motion to recommend awarding the bid to complete the construction of the Arrowhead Park Phase 1B Pier to Lunda Construction Black River Falls, WI in the amount of \$619,541.40 utilizing NRDA Funds (\$200,000) and David and Rita Nelson Family Funds (\$325,000) and \$94,541.40 of 2021 Capital Improvement Funds.

BUSINESS ITEM #2: Arrowhead Park Phase 1B Prairie and Path Construction Bids

The Parks and Recreation Department has designed and advertised for bids to complete the scope of work as outline in the construction documents for the Prairie and Path development at Arrowhead Park. The scope of works includes final grading, installation of stone paths, rock out-croppings, stormwater management, trees and temporary seeding. Work is expected to begin this fall and be completed by April 2023. Note that final prairie seeding will occur in 2023.

Three bids were received and opened on Thursday, August 11, 2022. The engineers recommendation letter and bid summary are attached. The lowest qualified bid was received from Vinton Construction, Two Rivers, WI in the amount of \$795,106.58. The city has budgeted for this project in the 2021 Capital Improvement Budget

Suggested Action: A motion to recommend awarding the bid to complete the construction of the Arrowhead Park Phase 1B Prairie and Path development to Vinton Construction, Two River, WI in the amount of \$795,106.58 utilizing 2021 Capital Improvement Funds.

BUSINESS ITEM #3: Construction Administration Arrowhead Park Phase 1B

Attached you will find an agreement from SEH to completed the Construction Administration for Arrowhead Park Phase 1B in the amount of \$61,500. The balance of the 2021 CIP Funds will be used.

Suggested Action: A motion to recommend acceptance of the agreement from SEH to complete the Construction Administration for Arrowhead Park Phase 1B in the amount of \$61,500.



City of Neenah Parks and Recreation Commission Meeting August 18, 2022

Phase 1B Financial Summary

Funding:

NRDA	\$200,000
Nelson Family Fund	\$325,000
2012 CIP	\$1,070,000
Total	\$1,595,000

Projected Expenses:

Pier	\$619,541.40
Prairie/Path	\$795,106.58
CA	\$61,500
Total	\$1,476,147.90

BUSINESS ITEM #4: Preliminary 2023 Operation / Maintenance Budget

Staff has assembled a preliminary budget for the commissions to review. The city has completed a full-time/permanent employee salary study. Information from the study has not been released but likely will have an impact on the overall city budget. Therefore, 2022 salaries and fringes have been carried forward into the preliminary 2023 Budget

Current Highlights:

- Recommend a \$1.00 increase for our part-time and long term seasonal staff members.
- Recommend adding of \$60,000 to complete the Arrowhead Park Phase 1B Prairie final prep and seeding including a 3 year maintenance requirement to the 2023 CIP
- Recommend a new program Operation Recreation Jr. specifically design for young individuals. Final details of this budget are being worked
- The pool budget will refined

Suggested Action: A motion to accept and recommend submission of the preliminary 2023 Operational / Maintenance Budget as presented with the expectation that finalized budget will be brought back to the commission in September.

BUSINESS ITEM #5: Discussion Proposed Island Park Name Change

Mayor Lang has met with representatives from the Ellis family to further discuss the donation in honor Mike Ellis. A request has been made to rename the park "Ellis Park" in honor of Mr. Ellis. The naming and renaming of parks is within the prevue of the Parks and Recreation Commission. The Commission Park Naming Policy has been included in the commission packet.

Suggested Action: Discussion only

BUSINESS ITEM #6: Announcements and Future Agenda Items

- Discussion - Fall Commission Retreat Requested by Borchardt
- Discussion - Park Recycling and Garbage Requested by Borchardt

#1A



Building a Better World
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August 12, 2022

RE: Arrowhead Park Pier
Neenah, WI
SEH No. NEENA 159067 14.00

Michael Kading
Director of Parks
City of Neenah
211 Walnut Street
Neenah, WI 54956

Dear Michael:

On August 11, 2022, unit price bids were received for the Arrowhead Park Pier project. The attached Tabulation of Bids shows the unit price bids received from all bids submitted.

Three bids were received for the project. The bids ranged from \$619,541.40 to \$807,377.39. The low bid was submitted by Lunda Construction Company, Black River Falls, WI. Based on our experience and review, it is our opinion that Lunda Construction Company has the required equipment and expertise to perform the work as outlined in the contract specifications. We, therefore, recommend award of the project in the low bid amount of \$619,541.40.

SEH retains electronic copies of bids and bonds of all bidders. The bid and bond of the low bidder will be incorporated into the contract documents after all applicable documentation has been signed by the Contractor and Client and provided to SEH.

We hope this analysis of the bids is adequate for your needs. If you have any questions regarding this information, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Saxby".

Jeff Saxby, PE
Project Manager
(Lic. MI, WI)

paj

Enclosure

X:\KON\NEENA\159067\6-bid-const\Bidding Documents - Pier

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 425 West Water Street, Suite 300, Appleton, WI 54911-6058

920.380.2800 | 888.413.4214 | 888.908.8166 fax | sehinc.com

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#1B

Neenah, WI - Arrowhead Park Pier (NEENA 159067) (#8265091)
 Owner: Neenah WI, City of
 Solicitor: SEH - Appleton
 08/11/2022 01:00 PM CDT

Item No.	Description	Unit	Est. Quantity	LUNDA CONSTRUCTION		Janke General Contractors		Pheifer Brothers Const.		Engineers Est	
				Unit Price	Unit Bid Price	Unit Price	Unit Bid Price	Unit Price	Unit Bid Price	Unit Price	Unit Bid Price
1	Cast-In-Place Concrete	CY	19.2	\$1,892.00	\$36,326.40	\$2,000.00	\$38,400.00	\$1,300.00	\$24,960.00	\$650.00	\$12,480.00
2	Epoxy Coated Reinforcement	LBS	1890	\$5.00	\$9,450.00	\$3.00	\$5,670.00	\$3.80	\$7,182.00	\$1.50	\$2,835.00
3	Ornamental Railing	LF	208	\$195.00	\$40,560.00	\$217.00	\$45,136.00	\$140.00	\$29,120.00	\$35.00	\$7,280.00
4	Timber Pier	LF	186	\$707.00	\$131,502.00	\$846.00	\$157,356.00	\$790.00	\$146,940.00	\$650.00	\$120,900.00
5	Helical Piling 10 feet Long	SF	40	\$3,372.00	\$134,880.00	\$8,000.00	\$320,000.00	\$3,700.00	\$148,000.00	\$3,500.00	\$140,000.00
6	Helical Pile Load Test	EACH	1	\$12,195.00	\$12,195.00	\$1.00	\$1.00	\$11,700.00	\$11,700.00	\$5,000.00	\$5,000.00
7	Additional Helical Piling Length	LF	1000	\$106.00	\$106,000.00	\$4.40	\$4,400.00	\$160.00	\$160,000.00	\$65.00	\$65,000.00
8	Prefabricated Deck	SF	2728	\$20.00	\$54,520.00	\$36.00	\$98,136.00	\$21.00	\$57,246.00	\$22.25	\$60,653.50
9	Sign	EACH	1	\$31,000.00	\$31,000.00	\$66,500.00	\$66,500.00	\$43,700.00	\$43,700.00	\$25,000.00	\$25,000.00
10	Gangway	EACH	1	\$15,742.00	\$15,742.00	\$15,000.00	\$15,000.00	\$150,729.39	\$150,729.39	\$7,500.00	\$7,500.00
11	Kayak Launch	EACH	1	\$47,366.00	\$47,366.00	\$15,500.00	\$15,500.00	\$27,800.00	\$27,800.00	\$48,500.00	\$48,500.00
TOTAL BID PRICE				\$619,541.40		\$766,099.00		\$807,377.39		\$495,148.50	

#217



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August 12, 2022

RE: Arrowhead Park Prairie Restoration and
Trail
Neenah, WI
SEH No. NEENA 159067 14.00

Michael Kading
Director of Parks
City of Neenah
211 Walnut Street
Neenah, WI 54956

Dear Michael:

On August 11, 2022, unit price bids were received for the Arrowhead Park Prairie Restoration and Trail project. The attached Tabulation of Bids shows the unit price bids received from all bids submitted.

Three bids were received for the project. The bids ranged from \$795,106.58 to \$1,192,924.95. The low bid was submitted by Vinton Construction Company, Two Rivers, WI. Based on our experience and review, it is our opinion that Vinton Construction Company has the required equipment and expertise to perform the work as outlined in the contract specifications. We, therefore, recommend award of the project in the low bid amount of \$795,106.58.

SEH retains electronic copies of bids and bonds of all bidders. The bid and bond of the low bidder will be incorporated into the contract documents after all applicable documentation has been signed by the Contractor and Client and provided to SEH.

We hope this analysis of the bids is adequate for your needs. If you have any questions regarding this information, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Jeff Saxby".

Jeff Saxby, PE
Project Manager
(Lic. MI, WI)

paj

Enclosure

X:\KON\NEENA\159067\6-bid-const\Bidding Documents - Prairie Restoration and Trail

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 425 West Water Street, Suite 300, Appleton, WI 54911-6058

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#213

Neenah, WI - Arrowhead Park Prairie Restoration and Trail (#8265093)
 Owner: Neenah WI, City of
 Solicitor: SEH - Appleton
 08/11/2022 01:30 PM CDT

Item No.	Description	Unit	Est. Quantity	Vinton Construction Company		Advance Construction Inc.		Highway Landscapers, Inc.		Engineers Est	
				Unit Price	Unit Bid Price	Unit Price	Unit Bid Price	Unit Price	Unit Bid Price	Unit Price	Unit Bid Price
1	Crushed Granite Path Top Course, KAFKA or Approved Equal	CY	265	\$365.00	\$96,725.00	\$525.00	\$139,125.00	\$200.00	\$53,000.00	\$70.00	\$18,550.00
2	1-1/4-inch Base Aggregate Dense	CY	530	\$45.00	\$23,850.00	\$42.00	\$22,260.00	\$38.50	\$20,405.00	\$26.00	\$13,780.00
3	HMA Top Course	TON	75	\$170.00	\$12,750.00	\$231.00	\$17,325.00	\$235.00	\$17,625.00	\$180.00	\$13,500.00
4	3/4-inch Base Aggregate Dense	CY	61	\$70.00	\$4,270.00	\$45.00	\$2,745.00	\$60.00	\$3,660.00	\$33.00	\$2,013.00
5	15-inch RCP Storm Sewer Pipe	LF	312	\$74.00	\$23,088.00	\$130.00	\$40,560.00	\$83.00	\$25,996.00	\$75.00	\$23,400.00
6	15-inch RCP Apron Endwall	EA	4	\$1,295.00	\$5,180.00	\$1,040.00	\$4,160.00	\$1,650.00	\$6,600.00	\$900.00	\$3,600.00
7	Beehive Inlet Grate	EA	1	\$800.00	\$800.00	\$850.00	\$850.00	\$1,200.00	\$1,200.00	\$700.00	\$700.00
8	48-inch Catch Basin	EA	1	\$3,410.00	\$3,410.00	\$3,390.00	\$3,390.00	\$3,300.00	\$3,300.00	\$2,500.00	\$2,500.00
9	Connect to Existing	EA	1	\$600.00	\$600.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,300.00	\$1,300.00
10	Reconstruct Inlet	EA	1	\$1,200.00	\$1,200.00	\$2,310.00	\$2,310.00	\$1,500.00	\$1,500.00	\$1,600.00	\$1,600.00
11	Riprap, Medium	CY	15	\$83.32	\$1,249.80	\$125.00	\$1,875.00	\$100.00	\$1,500.00	\$125.00	\$1,875.00
12	Tracking Pad	EA	1	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00	\$1,500.00	\$1,500.00	\$1,020.00	\$1,020.00
13	Silt Fence	LF	1450	\$2.75	\$3,987.50	\$2.50	\$3,625.00	\$2.25	\$3,262.50	\$2.50	\$3,625.00
14	Landscape Boulders	EA	50	\$300.00	\$15,000.00	\$176.00	\$8,800.00	\$600.00	\$30,000.00	\$14.00	\$700.00
15	Adventure Trail Paving Stones	SF	1482	\$24.50	\$36,309.00	\$30.00	\$44,460.00	\$35.00	\$51,870.00	\$16.50	\$24,453.00
16	Flagstone Pavers	SF	980	\$24.50	\$24,010.00	\$35.00	\$34,300.00	\$35.00	\$34,300.00	\$18.00	\$17,640.00
17	Paving Edge Restraints	LF	240	\$16.00	\$3,840.00	\$240.00	\$57,600.00	\$7.00	\$1,680.00	\$8.00	\$1,920.00
18	Outcrop Stone at Stadium Seats	EA	78	\$395.00	\$30,810.00	\$140.00	\$10,920.00	\$1,250.00	\$97,500.00	\$200.00	\$15,600.00
19	Outcrop Stone at Small Gathering Area	EA	15	\$395.00	\$5,925.00	\$140.00	\$2,100.00	\$1,500.00	\$22,500.00	\$200.00	\$3,000.00
20	Stream Bed Cobble Stones	CY	12	\$400.00	\$4,800.00	\$400.00	\$4,800.00	\$500.00	\$6,000.00	\$125.00	\$1,500.00
21	Topsoil (4-inch over all seeded areas, 18-inch in planting beds)	CY	9038	\$16.96	\$153,284.48	\$30.00	\$271,140.00	\$40.00	\$361,520.00	\$30.00	\$271,140.00
22	Fine Grading	ACRE	13.2	\$3,600.00	\$47,520.00	\$3,000.00	\$39,600.00	\$1,000.00	\$13,200.00	\$8,712.00	\$114,998.40
23	No Mow Lawn Seed	SF	55051	\$0.35	\$19,267.85	\$0.20	\$11,010.20	\$0.15	\$8,257.65	\$0.13	\$7,156.63
24	Earthwork - Cut (Excavation Common)	CY	10104	\$13.41	\$135,494.64	\$10.00	\$101,040.00	\$13.00	\$131,352.00	\$14.00	\$141,456.00
25	Earthwork - Fill (Borrow)	CY	9771	\$0.01	\$97.71	\$8.00	\$78,168.00	\$16.00	\$175,878.00	\$16.50	\$161,221.50
26	Cover Crop	SF	718380	\$0.07	\$50,286.60	\$0.08	\$57,470.40	\$0.06	\$43,102.80	\$0.05	\$35,919.00
27	Tree	EA	45	\$1,200.00	\$54,000.00	\$1,014.00	\$45,630.00	\$1,200.00	\$54,000.00	\$450.00	\$20,250.00
28	Shrub	EA	36	\$375.00	\$13,500.00	\$90.00	\$3,240.00	\$75.00	\$2,700.00	\$75.00	\$2,700.00
29	Ornamental Grasses and Perennials	EA	647	\$33.00	\$21,351.00	\$21.00	\$13,587.00	\$28.00	\$18,116.00	\$20.00	\$12,940.00

TOTAL BID PRICE **\$795,106.58** **\$1,025,590.60** **\$1,192,924.95** **\$920,057.53**

3



Building a Better World
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August 12, 2022

RE: City of Neenah
Arrowhead Park

Michael Kading
Director of Parks and Recreation
City of Neenah Parks & Recreation Department
211 Walnut Street
Neehan, WI 54956

Dear Mr. Kading:

Short Elliott Hendrickson Inc. (SEH®) is pleased to submit this proposal to provide construction administration services for Phase 1B of the Arrowhead Park project. The project consists of site grading, drainage, trail construction, restoration and pier construction. SEH will provide construction management and inspection, and documentation of construction activities.

Project Team

Jeffrey R Saxby, PE, Project Manager – As the project manager, Jeff will be responsible for the oversight of the team's task and budget. He will provide engineering support, on an as needed basis, for field staff and the Village throughout the duration of the project.

Todd Clark, Construction Administration – Todd will be responsible for the oversight of the day to day construction activities. He will provide construction inspection and administration services. He will observe and document construction activities

Scope of Work

1. Construction Inspection

- Construction Administration
 - Attend pre-construction meeting
 - Review pay request with contractor and Village
- Construction Observation
 - Construction observation activities
 - Project duration estimated at 9 weeks, estimated 10 hours per week

SEH Total – \$61,500

Schedule

Construction shall begin no earlier than October 1, 2022 and be completed by June 1, 2023.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 425 West Water Street, Suite 300, Appleton, WI 54911-6058
SEH is 100% employee-owned | sehinc.com | 920.380.2800 | 888.413.4214 | 888.908.8166 fax

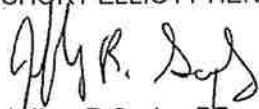
Michael Kading
August 12, 2022
Page 2

Terms & Conditions

Our fees for this work will be based on an hourly not to exceed cost of \$61,500 work including mileage, equipment and expenses.

We appreciate the opportunity to be of service to the City of Neenah, and we are looking forward to continuing our relationship. If you have any questions, please contact me at 920.585.9079 or e-mail jsaxby@sehinc.com

Sincerely,
SHORT ELLIOTT HENDRICKSON INC.



Jeffrey R Saxby, PE
Project Manager

Attachments:
Stantec Proposal
SEH Hourly Billing Rates

Parks and Recreation 2023 Budget Summary

#4A

	2023 Request	% change from previous year	2022 Request	2022 Estimates	2021 Actual	2020 Actual	2019 Actual	2018 Actual
Park and Recreation Revenues	\$ 601,305	0.0517	\$ 571,730	\$ 577,224	\$ 541,559	\$ 288,405	\$ 570,454	\$ 541,532
Park and Recreation Expenses	\$ 2,378,340	0.0571	\$ 2,249,800	\$ 2,331,428	\$ 2,106,469	\$ 1,984,602	\$ 2,063,299	\$ 2,035,134
Forestry & Invasive Species Expense	\$ 81,400	0.0002	\$ 81,380	\$ 81,960	\$ 62,906	\$ 65,934	\$ 84,720	\$ 68,781
4th of July Revenues	\$ 17,500	0.0000	\$ 17,500	\$ 15,725		\$ 13,000	\$ 16,455	\$ 15,740
4th of July Expenses	\$ 51,090	0.0173	\$ 50,220	\$ 49,590	\$ 47,156	\$ 33,054	\$ 44,360	\$ 44,158
Harbor Committee*	\$ 11,170	0.0257	\$ 10,890	\$ 10,078	\$ 13,075	\$ 6,862	\$ 5,350	\$ 6,643
Cemetery Revenues**	\$ 164,000	0.0528	\$ 155,770	\$ 174,460	\$ 206,101	\$ 124,679	\$ 122,630	\$ 146,848
Cemetery Expenses	\$ 285,930	0.0327	\$ 276,870	\$ 282,685	\$ 264,769	\$ 247,620	\$ 254,580	\$ 244,552

2023 CIP Parks and Rec

Arrowhead Hard Surface - construction bid specs	\$ 95,000			\$ -
Arrowhead-activity building/plaza	\$ 2,635,500			
NEW-Arrowhead Praire Seeding/Mngmnt	\$ 60,000			
Cook Park Redevelopment	\$ 320,000			
Carpenters Preserve - design	\$ 30,000			
Doty Seawall Design	\$ 75,000			
Pool- boilers	\$ 105,000			
Pool-diving boards	\$ 28,000			
Picnic Table Replacement	\$ 20,000			
Asphalt Trail / PkingLot	\$ 30,000			
Baldwin Park	\$ 120,000			
	\$ 3,518,500			
Equipment				
Replace 2007 Ford Taurus	\$ 30,000			
Replace 2007Ford Freestar	\$ 30,000			

PARKS and RECREATION - Cost Recovery Report

2023 Operating Budget Proposal

Commission

4B

Cost Center	2022 Budget				2022 Estimate				2023 Proposed Budget				
	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Net Cost Change
781 Administration													
Admin Staff / Office	712,700	(14,500)	727,200	-2%	732,240	(14,000)	746,240	-2%	740,590	(14,500)			(727,200)
Unallocated Overhead	23,070		0	0%	23,370		23,370	0%	23,570				0
Capital Outlay					0		0						0
Administration Total	735,770	(14,500)	750,270	-2%	755,610	(14,000)	769,610	-2%	764,160	(14,500)	778,660		(727,200)
782 Adult Programs													
Open Gym	500	400	100	80%	980	400	580	41%	780	400	400	51%	(100)
Volleyball - Summer	350	720	(370)	206%	0	0	0		400	1,200	1,200	300%	370
Tennis	700	800	(100)	114%	600	1,140	(540)	190%	700	1,000	1,000	143%	100
Pickleball	300	1,500	(1,200)	500%	1,525	4,500	(2,975)	295%	1,100	4,500	4,500	409%	1,200
Adult Total	1,850	3,420	(1,570)	185%	3,105	6,040	(2,935)	195%	2,980	7,100	(4,120)	238%	1,570
783 Contractual Programs													
Sport Clinics	19,000	21,850	(2,850)	115%	12,080	14,470	(2,390)	120%	12,080	14,470			2,850
Fitness	7,000	10,000	(3,000)	143%	9,090	10,020	1,020	110%	11,760	14,709			
Youth	22,000	25,300	(3,300)	115%	23,200	29,000	5,800	125%	23,500	30,000			
Contractual Total	48,000	57,150	(9,150)	119%	44,370	53,490	(2,390)	121%	47,340	59,179	(11,839)	125%	2,850
784 Municipal Pool Total	281,830	210,150	71,680	75%	296,040	203,000	93,040	69%	320,080	215,100	104,980	67%	33,300
785 Youth Programs													
Office	2,250		2,250	0%	2,555	0	2,555	0%	2,600	0			(2,250)
Operation Recreation	66,040	107,000	(40,960)	162%	59,570	118,680	(59,110)	199%	74,900	120,000			40,960
Operation Recreation, JR.					0	0	0	#DIV/0!					
Filly Fun Kids Run	5,800	6,670	(870)	115%	2,370	5,080	(2,710)	214%	3,800	6,000			870
Park Kart	1,050	0	1,050	0%	1,150	0	1,150	0%	1,250	0			
Special Events	6,720	7,730	(1,010)	115%	7,650	8,950	(1,300)	117%	7,700	9,000			1,010
Tennis Instruction	20,150	12,700	7,450	63%	20,900	14,510	6,390	69%	22,700	14,800			(7,450)
Children's Playtime	17,010	14,000	3,010	82%	16,910	14,000	2,910	83%	17,410	14,000			(3,010)
Sports Programs	7,670	8,250	(580)	108%	7,820	8,030	(210)	103%	8,350	8,350			
Archery	1,800					2,100	(210)			2,250			
Sports Explorers	2,800				1,980					2,000			
Baseball		0				0							
Soccer Instruction		3,050				3,150				3,300			
Tot Sports		600				800				800			
Start Smart		8,400		39%	20,700	10,261	10,439	50%	22,900	9,900			43%
Youth Programs		6,000				6,855				7,000			
Adventure		2,400				2,900				2,900			
Tot Lot		0				506							
Crafts													
Youth Total	148,490	164,750	(16,260)	111%	139,625	179,511	(39,886)	129%	161,610	182,050	(20,440)	113%	30,130

PARKS and RECREATION - Cost Recovery Report 2023 Operating Budget Proposal

Commission

Cost Center	2022 Budget				2022 Estimate				2023 Proposed Budget													
	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Net Cost Change									
786 Other Activities																						
Duty Cabin	3,850	300	3,550	8%	3,800	300	3,500	8%	3,750	300	3,450	8%	(3,550)									
Ice Rink Program	1,100	150	950	14%	700	20	680	3%	600	20	580	3%	(950)									
Community Band	6,800	1,000	5,800	15%	5,545	750	4,795	14%	6,880	1,000	5,880	15%	(5,800)									
Other Activities Total	11,750	1,450	10,300	12%	10,045	1,070	8,975	11%	11,230	1,320	9,910	12%	(10,300)									
787 Riverside Players	30,850	33,900	(3,050)	110%	29,600	29,300	300	99%	31,330	33,900	(2,570)	108%	480									
788 Parks																						
Operations	920,890	88,180	832,710	10%	979,436	92,440	886,996	9%	963,580	92,380	871,200	10%	(832,710)									
Reimbursable OT	0	0	0	0%	0	30	(30)	0%	30	0	0	0%	0									
Volunteers in Parks	750	750	0	0%	750	750	0	0%	750	750	0	0%	(750)									
Sculpture Maintenance	4,470	4,470	0	0%	5,570	5,570	0	0%	5,690	5,690	0	0%	(4,470)									
Shattuck Riverwalk	45,490	45,490	0	0%	47,450	47,450	0	0%	47,050	47,050	0	0%	(45,490)									
Vandalism	4,210	4,210	0	0%	4,210	4,210	0	0%	4,210	4,210	0	0%	(4,210)									
Boat Wash	0	1,200	1,200	1429%	500	500	0	0%	800	800	0	0%	23,250									
Boat Launch Repair	1,750	25,000	(23,250)	1429%	1,400	25,000	(23,600)	1786%	1,750	25,000	(23,250)	1429%	23,250									
Arrowhead	13,700	13,700	0	0%	14,380	14,380	0	0%	16,380	16,380	0	0%	(13,700)									
Parks Total	991,260	114,380	876,880	12%	1,053,196	117,970	921,346	11%	1,039,440	118,380	921,060	11%	(864,380)									
Parks & Rec Total	\$2,249,800	\$570,700	\$1,679,100	25%	\$2,331,591	\$576,381	\$1,748,060	25%	\$2,378,170	\$602,529	\$1,775,641	25%	\$96,541									
Forestry																						
Parks	65,830		65,830	0%	66,035	0	66,035	0%	65,850		65,850	0%	(65,830)									
Invasive Control	15,550		15,550	0%	15,925	0	15,925	0%	15,550		15,550	0%	(15,550)									
Forestry Total	\$81,380	\$0	\$81,380	0%	\$81,960	\$0	\$81,960	0%	\$81,400	\$0	\$81,400	0%	\$20									
Community Fest	\$50,220	\$17,500	\$32,720	35%	\$49,590	\$15,725	\$33,865	32%	\$51,090	\$17,500	\$33,590	34%	\$870									
Harbor	\$10,890	\$0	\$10,890	0%	\$10,078	\$0	\$10,078	0%	\$11,170	\$0	\$11,170	0%	\$280									
Cemetery	\$276,870	\$155,770	\$121,100	56%	\$282,665	\$174,460	\$108,225	62%	\$285,930	\$164,000	\$121,930	57%	\$830									
MISC. TOTALS	\$419,360	\$173,270	\$246,090	41%	\$424,313	\$190,185	\$234,128	45%	\$429,590	\$181,500	\$248,090	42%	\$2,000									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">2022 - Recreation Budget</td> <td style="width: 50%;"></td> </tr> <tr> <td>Expenditures</td> <td>480,170</td> </tr> <tr> <td>Revenues</td> <td>435,470</td> </tr> <tr> <td>Total</td> <td>44,700</td> </tr> <tr> <td>91%</td> <td></td> </tr> </table>													2022 - Recreation Budget		Expenditures	480,170	Revenues	435,470	Total	44,700	91%	
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2023 Proposed Budget																						
Expenditures	\$128,370																					
Revenues	\$31,829																					
Total	\$96,541																					
5.75%	Proposed Levy Support																					

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Job Title	Department	Year 1	Year 2	Year 3	Year 4
GRADE 1		\$11.00	\$11.50	\$12.00	\$12.50
Ice Rink Assistant	Park & Rec				
Sports Assistant: <i>Archer, Tot Sports, Sport Explorers & Tennis</i>	Park & Rec				
Playground Assistant: <i>Tot-Lot, Park Kart, & Adventure</i>	Park & Rec				
Pool Admissions & Concessions Assistant	Park & Rec				
Special Events Assistant	Park & Rec				
Filty Kids Fun Run Worker	Park & Rec				
Community Development Assessor	Comm Dev				
GRADE 2		\$12.00	\$12.50	\$13.00	\$13.50
Pool Admissions & Concessions Crew Chief	Park & Rec				
Playground Leader: <i>Tot-Lot & Adventure</i>	Park & Rec				
Pool Lifeguard I (without WSI)	Park & Rec				
Special Events Leader	Park & Rec				
Operation Recreation Assistant	Park & Rec				
Camp Worker	Park & Rec				
Sports Leader: <i>Archery, Tot Sports, Sport Explorers, Start Smart Sports</i>	Park & Rec				
GRADE 3		\$13.00	\$13.50	\$14.00	\$14.50
Community Development Intern	Comm Dev				
Human Resources Intern	HR				
DOLAS Intern	DOLAS				
Finance Intern	Finance				
Doty Cabin Docent	Park & Rec				
Summer Recreation Assistant (<i>previously Playground Office Assistant</i>)	Park & Rec				
Pool Lifeguard I (without WSI)	Park & Rec				
Pool Lifeguard II (with WSI)	Park & Rec				
Parks & Cemetery Maintenance Assistant I	Park & Rec				
Summer Engineering Technician/ Summer Public Works Technician	Public Works				
GRADE 4		\$14.00	\$14.50	\$15.00	\$15.50
Volleyball Officials	Park & Rec				
Pool Lifeguard II (with WSI)	Park & Rec				
Lesson Clerk	Park & Rec				
Assistant Tennis Director	Park & Rec				
Family Open Gym Supervisor	Park & Rec				
GRADE 5		\$15.00	\$15.50	\$16.00	\$16.50
Parks and Cemetery Maintenance Assistant II	Park & Rec				
Youth Camp Supervisor	Park & Rec				
Lesson Clerk	Park & Rec				
Playtime Teacher	Park & Rec				
Tennis Director	Park & Rec				
Pool Supervisor	Park & Rec				
Water Exercise Instructor	Park & Rec				
Miscellaneous Positions					
Election Office Worker	DOLAS	\$ 12.00			
Drop Off Attendant	Public Works	\$ 11.00	\$11.25	\$11.50	\$11.75
CSA	Police	\$ 16.00			
GIS Intern	IS	\$ 15.00			
Adult Tennis Instructor	Park & Rec	\$ 15.00			
Adult Fitness Instructor	Park & Rec	\$ 15.00			
Pool Supervisor	Park & Rec	\$ 17.00			
Kickball -Official	Park & Rec	\$ 16.50			
LTE Park Technician	Park & Rec	\$ 18.50	\$0.50/hour each year		
Crossing Guard	Police	\$ 17.50	\$0.25/hour each year		

Parks and Recreation Commission Policy

Park and Facility Naming

The naming of a newly acquired park site and / or existing or new facility must be approved by the Parks and Recreation Commission and should conform to one or more of the criteria listed below:

1. The name of a significant local, state or national historical figure, or an individual who has performed an outstanding service for the community, preferably in the area of parks and recreation.
2. The name of a major donor, or a name requested by a major donor, instrumental in the acquisition or development of the park.
3. The name of an adjacent street
4. The name of a unique natural feature, or attribute that characterizes the park.
5. The name of a unique historic use associated with the park.
6. The commonly accepted name of the surrounding neighborhood where the park is located.
7. Parks may be named by community contest.

Approved: P & R Commission 2/11/2011

Amended: P & R Commission 4.21.2016

PROGRAM GM601L

PARK & RECREATION SUMMARY - BY DIVISION (PROGRAMS)

REPORT NAME: BW-PR2

2023 BUDGET PREPATATION WORKSHEET

ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
	ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Park & Rec Administration							
* Park & Rec Admin Office	675,145	690,728	712,700	401,902	732,240	740,590	3.91
* Gen Unallocated Overhead	16,354	22,174	23,070	18,053	23,370	23,570	2.17
** Park & Rec Administration	691,499	712,902	735,770	419,955	755,610	764,160	3.86
Adult Programs							
* Adult Open Gym	645	315	500	584	980	780	56.00
* Volleyball - Summer	0	0	350	0	0	400	14.29
* Tennis Lessons	336	518	700	720	600	700	.00
* Pickleball	0	75	300	1,377	1,525	1,100	266.67
** Adult Programs	981	908	1,850	2,681	3,105	2,980	61.08
Contracted Programs							
* Sports Clinics	965	11,962	19,000	12,084	12,080	12,080	36.42-
* Fitness	5,166	4,468	7,000	3,325	9,090	11,760	68.00
* Contracted Youth Programs	9,168	18,963	22,000	13,483	23,200	23,500	6.82
** Contracted Programs	15,299	35,393	48,000	28,892	44,370	47,340	1.38-
Independent Programs							
* Municipal Pool	217,737	266,135	281,830	213,635	296,040	320,080	13.57
** Independent Programs	217,737	266,135	281,830	213,635	296,040	320,080	13.57
Youth Programs							
* Office and Supervision	1,477	2,058	2,250	2,255	2,555	2,600	15.56
* Operation Recreations	53,948	54,221	66,040	39,800	59,570	74,900	13.42
* Filthy Fun Kids Run	2,850	2,946	5,800	2,365	2,370	3,800	34.48-
* Park Kart Mobile Recreati	940	914	1,050	841	1,150	1,250	19.05
* Special Events	8,580	9,427	6,720	6,644	7,650	7,700	14.58
* Tennis - Playgrounds	18,555	20,894	20,150	19,730	20,900	22,700	12.66
* Children's Playtime	14,466	15,300	17,010	7,643	16,910	17,410	2.35
* Sports Programs	3,926	6,332	7,670	5,700	7,820	8,520	11.08
* Youth Programs	13,554	17,182	21,800	17,435	20,700	22,900	5.05
** Youth Programs	118,296	129,274	148,490	102,413	139,625	161,780	8.95
Other Pk & Rec Activities							
* Doty Cabin	4,121	3,170	3,850	3,777	3,800	3,750	2.60-
* Ice Rink Program	901	490	1,100	144	150	600	45.45-
* Community Band	4,842	4,889	6,800	3,848	5,545	6,880	1.18
** Other Pk & Rec Activities	9,864	8,549	11,750	7,769	9,495	11,230	4.43-
Riverside Players							
* Production	2,834	17,700	30,850	23,871	29,960	31,330	1.56
** Riverside Players	2,834	17,700	30,850	23,871	29,960	31,330	1.56
Parks							
* Parks Operations	873,280	878,221	920,890	477,562	979,436	963,580	4.64
* Reimburseable Overtime	0	542-	0	253	27	30	.00

PROGRAM GM601L

PARK & RECREATION SUMMARY - BY DIVISION (PROGRAMS)

REPORT NAME: BW-PR2

2023 BUDGET PREPATATION WORKSHEET

ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
	ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
* Volunteers In Parks	0	226	750	0	750	750	.00
* City Sculpture Maint	10,740	7,990	4,470	705	5,570	5,690	27.29
* Riverwalk	35,224	38,091	45,490	20,727	47,450	47,050	3.43
* Vandalism	8,041	9,241	4,210	3,556	4,210	4,210	.00
* Boat Launching Repair	781	1,557	1,750	435	1,400	1,750	.00
* Arrowhead Park	0	824	13,700	5,260	14,380	16,380	19.56
<hr/>							
** Parks	928,066	935,608	991,260	508,498	1,053,223	1,039,440	4.86
<hr/>							
	1,984,576	2,106,469	2,249,800	1,307,714	2,331,428	2,378,340	5.71

PROGRAM GM601L

PARK & RECREATION REVENUES

REPORT NAME: BW-PR4

2023 BUDGET PREPATATION WORKSHEET

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Park & Recreation								
General Receipts								
010-681-03	Sun Shine Program	2,534	628	350	505	500	500	42.86
010-681-08	Work Permits	720	1,320	1,000	1,650	1,200	1,500	50.00
010-681-09	Work Permit State Payment	1,118-	1,808-	1,100-	1,328-	1,156-	1,600-	45.45
010-681-10	Miscellaneous	0	0	0	550	0	300	.00
010-681-20	Default Account	0	0	0	0	0	0	.00
010-681-91	Sales Tax Collections	6,144-	13,531-	14,500-	7,485-	14,000-	14,500-	.00
010-681-92	Sales Tax	39	83	80	54	80	85	6.25
* General Receipts		3,969-	13,308-	14,170-	6,054-	13,376-	13,715-	3.21-
Adult Program Revenue								
010-682-25	Open Gym	883	399	400	0	400	400	.00
010-682-30	Volleyball-Summr Team Fee	0	0	720	0	0	1,200	66.67
010-682-31	Tennis Instruction	1,725	3,853	800	1,200	1,140	1,000	25.00
010-682-32	Pickleball	0	270	1,500	3,710	4,500	4,500	200.00
* Adult Program Revenue		2,608	4,522	3,420	4,910	6,040	7,100	107.60
Contracted Progrm Revenue								
010-683-05	Operation Recreation	0	680	0	37-	0	0	.00
010-683-14	Special Events	0	603	0	3,783	0	0	.00
010-683-17	Fitness	3,955	5,133	10,000	2,660	10,020	14,700	47.00
010-683-20	Sports Clinics	1,209	680	21,850	14,348	14,470	14,470	33.78-
010-683-21	Contracted Youth Programs	10,535	39,352	25,300	26,693	29,000	30,000	18.58
* Contracted Progrm Revenue		15,699	46,448	57,150	47,447	53,490	59,170	3.53
Municipal Pool Revenue								
010-684-02	Special Events	0	821	700	250	0	0	100.00-
010-684-04	Taxable Concessions	22,137	49,340	45,000	45,864	50,000	50,000	11.11
010-684-21	Pool-Daily Receipts	47,051	57,748	60,000	55,039	60,000	60,000	.00
010-684-22	Pool-Season Pass Receipts	80	55,473	55,000	48,549	48,550	55,000	.00
010-684-37	Swim Lessons Receipts	16,674	41,632	50,000	44,224	44,230	50,000	.00
010-684-38	Locker Rental	0	76	150	0	100	100	33.33-
010-684-39	Over/Short	0	66-	0	98	120	0	.00
* Municipal Pool Revenue		85,942	205,024	210,850	194,024	203,000	215,100	2.02
Independent Programs								
010-685-11	Sports Clinics	0	0	0	40	0	0	.00
* Independent Programs		0	0	0	40	0	0	.00
Youth Program Revenue								
010-686-02	Archery	1,298	2,098	1,800	2,288	2,290	2,250	25.00
010-686-04	Crafts	324	96	0	506	505	0	.00
010-686-05	Operation Recreation	83,506	105,297	107,000	118,718	118,680	120,000	12.15
010-686-06	Adventure	2,638	6,263	6,000	6,855	6,855	7,000	16.67
010-686-07	Filthy Fun Kids Run	1,440	5,188	6,670	5,080	5,080	6,000	10.04-
010-686-13	Nature Force	0	0	0	255	0	0	.00

PROGRAM GM601L

PARK & RECREATION REVENUES

REPORT NAME: BW-PR4

2023 BUDGET PREPATATION WORKSHEET

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
010-686-14	Special Events	14,785	15,567	7,730	8,211	8,950	9,000	16.43
010-686-16	Tennis	6,815	10,744	11,000	10,937	13,940	14,000	27.27
010-686-17	Tennis-Accelerated	1,960	1,978	1,700	630	630	800	52.94-
010-686-18	Tot Lot	1,343	2,370	2,400	2,901	2,900	2,900	20.83
010-686-22	TOT Sports	1,100	3,000	3,050	3,150	3,150	3,300	8.20
010-686-23	Children's Playtime	3,216	15,037	14,000	12,448	14,000	12,000	14.29-
010-686-24	Start Smart	759	837	600	390	800	800	33.33
010-686-25	Sport Explorers	1,650	2,655	2,800	1,980	1,980	2,000	28.57-
* Youth Program Revenue		120,834	171,130	164,750	174,349	179,760	180,050	9.29
Other Park & Rec Revenue								
010-687-01	Doty Cabin	0	25	300	312	300	300	.00
010-687-07	Ice-Rink Taxable Concess	48	0	150	14	20	20	86.67-
010-687-11	Community Band	413	0	1,000	800	750	1,000	.00
* Other Park & Rec Revenue		461	25	1,450	1,126	1,070	1,320	8.97-
Riverside Players								
010-688-01	Riverside Tickets	477	12,065	30,000	26,171	26,170	30,000	.00
010-688-02	Other Revenues	0	1,200	1,500	800	800	1,500	.00
010-688-04	Taxable Concessions	0	1,023	2,400	2,334	2,330	2,400	.00
* Riverside Players		477	14,288	33,900	29,305	29,300	33,900	.00
Parks Revenue								
010-689-20	Facility Leases	3,500	25,841	18,000	7,185	19,000	20,000	11.11
010-689-21	Facility User Fees	2,180	3,540	2,000	571	2,000	2,000	.00
010-689-22	Rentals - Green Park	300	1,282	620	1,270	1,200	1,000	61.29
010-689-23	Rentals - Memorial Park	2,915	5,692	6,300	5,972	6,200	6,300	.00
010-689-24	Rentals - Gazebo	583	325	700	515	600	700	.00
010-689-25	Rentals - Riverside Park	1,842	3,821	4,000	4,264	4,200	4,500	12.50
010-689-26	Rentals - Washington Park	2,290	5,295	7,000	10,085	9,500	7,500	7.14
010-689-27	Rentals -Whiting Boathse	9,917	19,882	25,500	27,021	26,500	27,000	5.88
010-689-28	Rentals - Southview Park	100	75	30	15	30	30	.00
010-689-29	Rentals -Memorial Pk Open	95	360	300	145	240	300	.00
010-689-30	Rental-Shattuck BoatStall	8,605	9,870	10,000	8,920	8,920	9,000	10.00-
010-689-31	Rentals - Doty Park	155	1,265	1,400	1,040	1,000	1,200	14.29-
010-689-34	Rental - Great Northern	25	400	300	330	300	300	.00
010-689-35	Rentals - Douglas Park	0	30	30	0	0	0	100.00-
010-689-36	Rentals-Memorial LG Room	5,285	9,741	11,000	12,605	12,000	12,000	9.09
010-689-37	Rental-Memorial SM Room	835	1,404	1,000	480	750	750	25.00-
010-689-41	Boat Launch User Fees	24,716	23,811	25,000	21,520	25,000	25,000	.00
010-689-42	Boat Wash Fees	1,148	796	1,200	550	500	800	33.33-
* Parks Revenue		64,491	113,430	114,380	102,488	117,940	118,380	3.50
** Park & Recreation		286,543	541,559	571,730	547,635	577,224	601,305	5.17
		286,543	541,559	571,730	547,635	577,224	601,305	5.17

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Park & Rec Administration								
Park & Rec Admin Office								
8101-781-0101	Salaries	417,921	429,606	445,880	251,316	445,880	445,880	.00
8101-781-0110	Health Insurance	91,290	100,280	105,320	61,460	105,320	105,320	.00
8101-781-0111	Fringes	82,399	84,574	87,330	45,995	87,330	87,330	.00
8101-781-0115	Schools/Seminars/Training	421	424	450	200	450	500	11.11
8101-781-0128	Empl Recognition Awards	100	96	1,140	0	1,140	1,140	.00
8101-781-0202	Outside Printing	11,714	10,736	11,000	7,439	13,500	15,000	36.36
8101-781-0203	Postage	6,905	12,064	5,780	2,926	5,800	6,000	3.81
8101-781-0204	Conferences & Meetings	0	997	2,800	2,779	2,800	2,900	3.57
8101-781-0206	Advertising & Publication	469	733	1,750	1,151	1,750	2,000	14.29
8101-781-0207	Dues & Memberships	1,362	1,190	1,100	1,261	1,300	1,400	27.27
8101-781-0218	Maint of Software	8,684	465	1,100	233	700	700	36.36-
8101-781-0221	Telephone	1,395	1,263	700	818	1,400	1,400	100.00
8101-781-0227	Cellular Telephone	1,838	2,136	1,800	1,480	2,100	2,200	22.22
8101-781-0236	Outside Services	39	0	2,000	0	2,000	2,000	.00
8101-781-0254	Printer / Copies	3,101	2,841	3,000	1,519	2,970	3,000	.00
8101-781-0255	IS Services / Internal	46,700	41,980	29,900	17,442	45,700	52,100	74.25
8101-781-0258	GIS Services/Internal	0	0	9,320	5,437	9,320	9,320	.00
8101-781-0301	Office Supplies	667	604	750	444	750	800	6.67
8101-781-0319	Safety Supplies	126	34	400	0	400	400	.00
8101-781-0326	Photography Supplies	14	0	50	0	500	50	.00
8101-781-0333	All Other Supplies	0	225	380	2	380	400	5.26
8101-781-0347	Small Computer Hardware	0	480	750	0	750	750	.00
8101-781-8000	Mayor's Exec Adj	0	0	0	0	0	0	.00
* Park & Rec Admin Office		675,145	690,728	712,700	401,902	732,240	740,590	3.91
Gen Unallocated Overhead								
8105-781-0103	Temporary Wages	1,044	2,311	1,400	1,166	1,400	1,400	.00
8105-781-0111	Fringes	4,177	4,484	5,670	2,971	5,670	5,670	.00
8105-781-0234	Credit Card Payment Fees	11,133	15,379	16,000	13,916	16,300	16,500	3.13
* Gen Unallocated Overhead		16,354	22,174	23,070	18,053	23,370	23,570	2.17
** Park & Rec Administration		691,499	712,902	735,770	419,955	755,610	764,160	3.86

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Adult Programs								
Adult Open Gym								
8225-782-0103	Temporary Wages	645	315	500	384	780	780	56.00
8225-782-0251	Rental	0	0	0	200	200	0	.00
		-----	-----	-----	-----	-----	-----	-----
*	Adult Open Gym	645	315	500	584	980	780	56.00
Volleyball - Summer								
8229-782-0103	Temporary Wages	0	0	250	0	0	250	.00
8229-782-0333	All Other Supplies	0	0	100	0	0	150	50.00
		-----	-----	-----	-----	-----	-----	-----
*	Volleyball - Summer	0	0	350	0	0	400	14.29
Tennis Lessons								
8231-782-0103	Temporary Wages	336	518	700	720	600	700	.00
		-----	-----	-----	-----	-----	-----	-----
*	Tennis Lessons	336	518	700	720	600	700	.00
Pickleball								
8232-782-0233	Other Services	0	0	0	1,224	1,225	800	.00
8232-782-0333	All Other Supplies	0	75	300	153	300	300	.00
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*	Pickleball	0	75	300	1,377	1,525	1,100	266.67
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**	Adult Programs	981	908	1,850	2,681	3,105	2,980	61.08

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Contracted Programs								
Sports Clinics								
8315-783-0103	Temporary Wages	0	4,745	7,000	0	0	0	100.00-
8315-783-0233	Other Services	651	3,476	7,000	12,084	12,080	12,080	72.57
8315-783-0333	All Other Supplies	314	3,741	5,000	0	0	0	100.00-
		-----	-----	-----	-----	-----	-----	-----
*	Sports Clinics	965	11,962	19,000	12,084	12,080	12,080	36.42-
Fitness								
8319-783-0103	Temporary Wages	833	385	500	0	0	0	100.00-
8319-783-0233	Other Services	4,333	4,083	6,500	3,325	9,090	11,760	80.92
		-----	-----	-----	-----	-----	-----	-----
*	Fitness	5,166	4,468	7,000	3,325	9,090	11,760	68.00
Contracted Youth Programs								
8322-783-0233	Other Services	9,168	18,963	22,000	13,483	23,200	23,500	6.82
		-----	-----	-----	-----	-----	-----	-----
*	Contracted Youth Programs	9,168	18,963	22,000	13,483	23,200	23,500	6.82
		-----	-----	-----	-----	-----	-----	-----
**	Contracted Programs	15,299	35,393	48,000	28,892	44,370	47,340	1.38-

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Independent Programs								
Municipal Pool								
8405-784-0103	Temporary Wages	130,360	143,001	168,300	124,518	168,300	188,000	11.71
8405-784-0104	Overtime Wages	5,144	13,658	6,000	14,866	17,000	14,000	133.33
8405-784-0111	Fringes	5,516	6,164	7,350	4,384	7,350	7,350	.00
8405-784-0115	Schools/Seminars/Training	494	1,830	1,500	938	1,500	1,800	20.00
8405-784-0117	Clothing Allowance	2,953	2,891	3,000	3,822	3,820	3,820	27.33
8405-784-0211	Maint of Fixed Equipment	8,233	12,898	6,000	3,667	6,000	6,000	.00
8405-784-0214	Maint of Buildings	0	151	2,000	778	2,000	2,000	.00
8405-784-0216	Maint of Operating Equip	1,357	98	2,000	0	2,000	2,000	.00
8405-784-0221	Telephone	0	0	0	23	0	0	.00
8405-784-0222	Electricity	11,337	12,073	12,390	5,103	12,390	13,630	10.01
8405-784-0223	Natural Gas	2,372	5,949	6,750	4,621	6,750	7,430	10.07
8405-784-0224	Water & Sewer	9,293	10,034	9,840	3,305	9,840	10,820	9.96
8405-784-0225	Commercial Dumpster	0	0	560	0	560	560	.00
8405-784-0226	Storm Water	5,418	5,418	5,580	2,709	5,580	6,140	10.04
8405-784-0236	Outside Services	13,693	16,370	13,500	16,440	16,280	17,500	29.63
8405-784-0237	Pest Control	573	973	830	438	440	800	3.61-
8405-784-0242	Permits	577	577	580	577	580	580	.00
8405-784-0301	Office Supplies	106	10	100	36	100	100	.00
8405-784-0306	Cleaning/Janitor Supplies	910	1,158	1,500	875	1,500	1,500	.00
8405-784-0311	Fixed Equip Maint Supply	1,177	686	850	0	850	850	.00
8405-784-0314	Building Maintenance	702	1,512	1,000	176	1,000	1,000	.00
8405-784-0315	Land Maintenance	710	129	500	2	500	500	.00
8405-784-0316	Equip. Maint. Supplies	480	178	1,000	40	1,000	1,000	.00
8405-784-0319	Safety Supplies	420	379	1,000	578	1,000	1,000	.00
8405-784-0320	Small Tools	117	207	100	83	100	100	.00
8405-784-0333	All Other Supplies	2,023	2,521	3,200	3,296	3,200	3,200	.00
8405-784-0336	Concession Supplies	13,240	27,247	25,000	22,294	25,000	27,000	8.00
8405-784-0344	Small Equipment	532	23	200	0	200	200	.00
8405-784-0347	Small Computer Hardware	0	0	1,200	66	1,200	1,200	.00
		-----	-----	-----	-----	-----	-----	-----
*	Municipal Pool	217,737	266,135	281,830	213,635	296,040	320,080	13.57
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**	Independent Programs	217,737	266,135	281,830	213,635	296,040	320,080	13.57

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Youth Programs								
Office and Supervision								
8501-785-0117	Clothing Allowance	1,329	1,873	1,950	2,255	2,255	2,300	17.95
8501-785-0123	Auto Allowance	148	185	300	0	300	300	.00
* Office and Supervision		1,477	2,058	2,250	2,255	2,555	2,600	15.56
Operation Recreations								
8505-785-0103	Temporary Wages	42,980	39,503	48,170	32,177	41,700	48,000	.35-
8505-785-0104	Overtime	272	530	800	90	800	800	.00
8505-785-0233	Other Services	522	2,679	3,670	2,368	3,670	3,700	.82
8505-785-0236	Outside Services	1,434	659	1,000	0	1,000	1,000	.00
8505-785-0251	Rental	6,037	7,775	9,000	2,786	9,000	18,000	100.00
8505-785-0333	All Other Supplies	2,703	3,075	3,400	2,379	3,400	3,400	.00
* Operation Recreations		53,948	54,221	66,040	39,800	59,570	74,900	13.42
Filthy Fun Kids Run								
8507-785-0103	Temporary Wages	0	606	800	819	820	800	.00
8507-785-0333	All Other Supplies	2,850	2,340	5,000	1,546	1,550	3,000	40.00-
* Filthy Fun Kids Run		2,850	2,946	5,800	2,365	2,370	3,800	34.48-
Park Kart Mobile Recreati								
8509-785-0103	Temporary Wages	779	728	900	841	1,000	1,100	22.22
8509-785-0333	All Other Supplies	161	186	150	0	150	150	.00
* Park Kart Mobile Recreati		940	914	1,050	841	1,150	1,250	19.05
Special Events								
8514-785-0103	Temporary Wages	1,198	1,988	2,500	1,056	2,500	2,500	.00
8514-785-0233	Other Services	2,216	2,106	2,000	2,370	2,300	2,300	15.00
8514-785-0251	Rental	152	259	150	869	1,050	1,100	633.33
8514-785-0333	All Other Supplies	5,014	5,074	1,800	2,349	1,800	1,800	.00
8514-785-0337	Tickets	0	0	270	0	0	0	100.00-
* Special Events		8,580	9,427	6,720	6,644	7,650	7,700	14.58
Tennis - Playgrounds								
8516-785-0103	Temporary Wages	18,069	19,970	19,500	18,935	20,000	22,000	12.82
8516-785-0333	All Other Supplies	486	924	650	795	900	700	7.69
* Tennis - Playgrounds		18,555	20,894	20,150	19,730	20,900	22,700	12.66
Children's Playtime								
8523-785-0103	Temporary Wages	13,639	14,109	15,600	7,376	15,600	16,000	2.56
8523-785-0115	Schools/Seminars/Training	0	0	110	0	110	110	.00
8523-785-0333	All Other Supplies	827	1,191	1,300	267	1,200	1,300	.00
* Children's Playtime		14,466	15,300	17,010	7,643	16,910	17,410	2.35
Sports Programs								
8524-785-0103	Temporary Wages	3,798	5,917	7,000	5,550	7,000	7,700	10.00
8524-785-0251	Rental	0	0	0	150	150	150	.00

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST	
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE	
8524-785-0333	All Other Supplies	128	415	670	0	670	670	.00	
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*	Sports Programs	3,926	6,332	7,670	5,700	7,820	8,520	11.08	
	Youth Programs								
8525-785-0103	Temporary Wages	12,102	15,919	19,600	17,121	19,000	21,100	7.65	
8525-785-0233	Other Services	481	0	500	0	500	500	.00	
8525-785-0333	All Other Supplies	971	1,263	1,700	314	1,200	1,300	23.53-	
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*	Youth Programs	13,554	17,182	21,800	17,435	20,700	22,900	5.05	
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**	Youth Programs	118,296	129,274	148,490	102,413	139,625	161,780	8.95	

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Other Pk & Rec Activities								
Doty Cabin								
8601-786-0103	Temporary Wages	1,220	1,200	2,500	2,710	2,500	2,400	4.00-
8601-786-0237	Pest Control	177	128	200	132	150	200	.00
8601-786-0238	Professional Services	2,724	1,842	1,000	891	1,000	1,000	.00
8601-786-0333	All Other Supplies	0	0	150	44	150	150	.00
		<u>4,121</u>	<u>3,170</u>	<u>3,850</u>	<u>3,777</u>	<u>3,800</u>	<u>3,750</u>	<u>2.60-</u>
* Doty Cabin		4,121	3,170	3,850	3,777	3,800	3,750	2.60-
Ice Rink Program								
8607-786-0103	Temporary Wages	881	490	1,000	144	150	500	50.00-
8607-786-0333	All Other Supplies	20	0	100	0	0	100	.00
		<u>901</u>	<u>490</u>	<u>1,100</u>	<u>144</u>	<u>150</u>	<u>600</u>	<u>45.45-</u>
* Ice Rink Program		901	490	1,100	144	150	600	45.45-
Community Band								
8611-786-0103	Temporary Wages	4,560	4,640	5,300	2,880	4,420	4,680	11.70-
8611-786-0216	Maint of Operating Equip	0	0	0	0	0	1,000	.00
8611-786-0238	Professional Services	0	0	250	150	200	200	20.00-
8611-786-0251	Rental	0	0	750	225	225	500	33.33-
8611-786-0333	All Other Supplies	282	249	500	593	700	500	.00
		<u>4,842</u>	<u>4,889</u>	<u>6,800</u>	<u>3,848</u>	<u>5,545</u>	<u>6,880</u>	<u>1.18</u>
* Community Band		4,842	4,889	6,800	3,848	5,545	6,880	1.18
** Other Pk & Rec Activities		9,864	8,549	11,750	7,769	9,495	11,230	4.43-

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Riverside Players								
Production								
8701-787-0103	Temporary Wages	0	0	400	276	320	400	.00
8701-787-0202	Outside Printing	878	700	2,900	1,437	1,850	2,500	13.79-
8701-787-0203	Postage	0	41	0	58	60	60	.00
8701-787-0233	Other Services	500	5,500	13,000	8,550	13,000	13,000	.00
8701-787-0326	Photography Supplies	0	16	50	49	50	50	.00
8701-787-0333	All Other Supplies	656	7,976	8,000	7,077	7,500	8,000	.00
8701-787-0335	Set Design/Construction	800	1,726	3,200	3,753	3,760	3,500	9.38
8701-787-0336	Concession Supplies	0	1,001	1,700	2,614	2,620	2,620	54.12
8701-787-0338	Costumes	0	740	1,200	57	400	1,200	.00
8701-787-0347	Small Computer Hardware	0	0	400	0	400	0	100.00-
		-----	-----	-----	-----	-----	-----	-----
*	Production	2,834	17,700	30,850	23,871	29,960	31,330	1.56
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**	Riverside Players	2,834	17,700	30,850	23,871	29,960	31,330	1.56

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Parks								
Parks Operations								
8801-788-0102	Full Time Hourly Wages	331,083	323,368	344,910	138,414	344,910	344,910	.00
8801-788-0103	Temporary Wages	41,041	32,428	44,400	27,963	44,400	44,400	.00
8801-788-0104	Overtime Wages	11,439	16,236	12,400	10,636	12,400	12,400	.00
8801-788-0110	Health Insurance	96,360	104,700	111,520	65,030	111,520	111,520	.00
8801-788-0111	Fringes	72,101	69,258	75,190	29,852	75,190	75,190	.00
8801-788-0115	Schools/Seminars/Training	0	376	450	450	450	450	.00
8801-788-0117	Clothing Allowance	3,385	3,347	3,400	2,121	3,000	3,000	11.76-
8801-788-0118	License Renewal	0	0	40	0	40	40	.00
8801-788-0124	Meal Allowance	16	0	20	0	20	20	.00
8801-788-0127	DOT Emp Notification Prog	0	0	20	0	20	20	.00
8801-788-0128	Empl Recognition Awards	159	72	100	0	100	100	.00
8801-788-0202	Outside Printing	320	0	210	347	350	350	66.67
8801-788-0213	Maint of Motor Vehicles	775	910	750	0	800	800	6.67
8801-788-0214	Maint of Buildings	3,108	3,682	3,900	2,996	3,900	4,000	2.56
8801-788-0216	Maint of Operating Equip	838	417	500	1,569	2,000	500	.00
8801-788-0218	Software Maintenance	398	0	400	0	400	400	.00
8801-788-0219	Maintenance of Land	0	0	1,000	0	1,000	1,000	.00
8801-788-0220	Maint of Athletic Fields	3,301	4,005	2,000	3,116	3,500	2,500	25.00
8801-788-0222	Electricity	27,946	29,514	30,730	13,777	30,730	32,270	5.01
8801-788-0223	Natural Gas	4,856	6,416	6,420	4,212	6,420	6,740	4.98
8801-788-0224	Water & Sewer	40,349	51,999	40,200	6,223	45,000	47,250	17.54
8801-788-0225	Commercial Dumpster	5,142	5,384	5,000	2,450	5,200	5,200	4.00
8801-788-0226	Storm Water	13,804	13,183	13,500	6,384	13,500	13,500	.00
8801-788-0236	Outside Services	4,573	2,154	1,000	10,309	24,000	25,000	400.00
8801-788-0237	Pest Control	1,395	1,384	1,400	820	1,400	1,400	.00
8801-788-0252	Rental of Equipment	4,131	5,341	2,000	1,275	2,000	2,000	.00
8801-788-0293	Maint of Motor Veh/Fleet	28,124	30,360	30,800	12,968	30,800	30,800	.00
8801-788-0294	Oil and Fluids/Fleet	2,225	2,471	2,200	1,298	2,200	2,200	.00
8801-788-0296	Maint of Oper Eq/Fleet	86,510	91,405	93,500	67,713	113,866	95,000	1.60
8801-788-0306	Cleaning/Janitor Supplies	11,608	10,368	11,000	7,964	11,200	11,200	1.82
8801-788-0310	Gasoline & Oil	18,377	28,327	24,710	21,778	32,300	32,300	30.72
8801-788-0312	Playground Maintenance	12,039	2,812	11,000	433	11,000	11,000	.00
8801-788-0313	Motor Vehicles Maint. Sup	391	42	400	187	400	400	.00
8801-788-0314	Building Maint. Supplies	6,552	8,782	7,900	5,504	7,900	8,000	1.27
8801-788-0315	Land Maintenance Supplies	11,690	10,859	11,900	9,073	11,900	12,000	.84
8801-788-0316	Equipment Maint. Supplies	1,786	1,146	2,000	907	2,000	2,000	.00
8801-788-0319	Safety Supplies	2,697	1,602	1,200	1,048	1,200	1,200	.00
8801-788-0320	Small Tools	142	493	600	152	600	600	.00
8801-788-0321	Athletic Field Maint. Sup	18,939	10,870	16,900	17,588	16,900	17,000	.59
8801-788-0333	All Other Supplies	6	31	1,100	55	500	500	54.55-
8801-788-0344	Small Equipment	4,746	3,492	3,500	2,409	3,500	3,500	.00
8801-788-0345	Shop Supplies	928	987	720	541	920	920	27.78
* Parks Operations		873,280	878,221	920,890	477,562	979,436	963,580	4.64
Reimburseable Overtime								

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
8802-788-0104	Overtime Wages	0	0	200	211	225	225	12.50
8802-788-0105	Reimbursable Overtime	0	454-	240-	0	240-	240-	.00
8802-788-0111	Fringes	0	88-	40	42	42	45	12.50
* Reimburseable Overtime		0	542-	0	253	27	30	.00
Volunteers In Parks								
8803-788-0236	Outside Services	0	0	350	0	350	350	.00
8803-788-0320	Small Tools	0	16	200	0	200	200	.00
8803-788-0333	All Other Supplies	0	210	200	0	200	200	.00
* Volunteers In Parks		0	226	750	0	750	750	.00
City Sculpture Maint								
8804-788-0211	Maint of Fixed Equipment	7,246	1,600	500	0	1,600	1,600	220.00
8804-788-0222	Electricity	1,659	2,197	2,450	364	2,450	2,570	4.90
8804-788-0224	Water & Sewer	929	2,727	520	150	520	520	.00
8804-788-0305	Chemicals	715	831	300	0	300	300	.00
8804-788-0311	Fixed Equipment Maint.Sup	191	635	600	191	600	600	.00
8804-788-0333	All Other Supplies	0	0	100	0	100	100	.00
* City Sculpture Maint		10,740	7,990	4,470	705	5,570	5,690	27.29
Riverwalk								
8805-788-0102	Full Time Hourly Wages	4,203	6,466	9,000	3,594	9,000	9,000	.00
8805-788-0103	Temporary Wages	3,339	2,972	4,800	163	4,800	4,800	.00
8805-788-0104	Overtime Wages	0	0	100	0	100	100	.00
8805-788-0110	Health Insurance	2,183	3,184	2,970	1,244	2,970	2,970	.00
8805-788-0111	Fringes	1,428	1,787	2,570	627	2,570	2,570	.00
8805-788-0211	Maint of Fixed Equipment	9,642	8,584	3,800	3,250	3,800	3,800	.00
8805-788-0214	Maint of Buildings	0	151	500	856	900	500	.00
8805-788-0221	Telephone	155	155	160	78	160	160	.00
8805-788-0222	Electricity	9,089	8,647	9,540	6,055	10,800	10,800	13.21
8805-788-0223	Natural Gas	920	1,187	1,090	1,047	1,400	1,400	28.44
8805-788-0224	Water & Sewer	1,072	1,103	6,240	548	6,240	6,240	.00
8805-788-0226	Storm Water	756	756	760	378	760	760	.00
8805-788-0237	Pest Control	945	345	400	237	400	400	.00
8805-788-0242	Permits	0	0	50	0	50	50	.00
8805-788-0306	Cleaning/Janitor Supplies	0	0	100	0	100	100	.00
8805-788-0311	Fixed Equipment Maint.Sup	0	11	1,000	0	1,000	1,000	.00
8805-788-0314	Building Maint. Supplies	381	237	400	88	400	400	.00
8805-788-0315	Land Maintenance Supplies	1,111	2,506	1,500	2,562	1,500	1,500	.00
8805-788-0316	Equipment Maint. Supplies	0	0	400	0	400	400	.00
8805-788-0333	All Other Supplies	0	0	110	0	100	100	9.09-
* Riverwalk		35,224	38,091	45,490	20,727	47,450	47,050	3.43
Vandalism								
8806-788-0102	Full Time Hourly Wages	1,232	871	1,000	332	1,000	1,000	.00
8806-788-0103	Temporary Wages	40	24	400	170	400	400	.00
8806-788-0104	Overtime Wages	101	0	100	0	100	100	.00

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-PR1

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
8806-788-0110	Health Insurance	397	304	330	184	330	330	.00
8806-788-0111	Fringes	257	168	280	94	280	280	.00
8806-788-0214	Maint of Buildings	0	393	100	0	100	100	.00
8806-788-0314	Building Maint. Supplies	543	1,371	1,000	1,355	1,000	1,000	.00
8806-788-0315	Land Maintenance Supplies	5,471	6,110	1,000	1,421	1,000	1,000	.00
* Vandalism		8,041	9,241	4,210	3,556	4,210	4,210	.00
Boat Launching Repair								
8807-788-0202	Outside Printing	720	1,557	1,550	0	900	1,550	.00
8807-788-0333	All Other Supplies	61	0	200	435	500	200	.00
* Boat Launching Repair		781	1,557	1,750	435	1,400	1,750	.00
Arrowhead Park								
8809-788-0222	Electricity	0	388	820	877	1,500	1,500	82.93
8809-788-0226	Storm Water	0	436	880	436	880	880	.00
8809-788-0236	Outside Services	0	0	7,000	2,091	7,000	9,000	28.57
8809-788-0237	Pest Control	0	0	300	75	300	300	.00
8809-788-0251	Rental	0	0	3,600	1,190	3,600	3,600	.00
8809-788-0315	Land Maintenance Supplies	0	0	1,100	591	1,100	1,100	.00
* Arrowhead Park		0	824	13,700	5,260	14,380	16,380	19.56
** Parks		928,066	935,608	991,260	508,498	1,053,223	1,039,440	4.86
		1,984,576	2,106,469	2,249,800	1,307,714	2,331,428	2,378,340	5.71

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-FOR2

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
City Wide Forestry Program								
Parks								
8903-788-0101	Salaries	5,056	3,579	4,300	1,909	4,300	4,300	.00
8903-788-0102	Full Time Hourly Wages	26,253	28,633	35,000	18,283	35,000	35,000	.00
8903-788-0103	Temporary Wages	1,093	764	1,000	1,282	1,000	1,000	.00
8903-788-0104	Overtime Wages	0	0	150	0	150	150	.00
8903-788-0110	Health Insurance	9,377	10,708	11,520	7,878	11,520	11,520	.00
8903-788-0111	Fringes	6,168	6,187	7,540	4,003	7,540	7,540	.00
8903-788-0115	Schools/Seminars/Training	195	215	250	162	250	250	.00
8903-788-0118	License Renewal	120	0	100	0	120	120	20.00
8903-788-0204	Conference & Meetings	355	130	400	385	400	400	.00
8903-788-0207	Dues and Memberships	360	360	360	360	360	360	.00
8903-788-0216	Maint of Operating Equip	0	0	100	0	100	100	.00
8903-788-0236	Outside Services	0	0	100	135	135	100	.00
8903-788-0241	Tree Planting & Landscape	3,500	3,000	3,500	3,500	3,500	3,500	.00
8903-788-0308	Books & Periodicals	20	70	100	0	100	100	.00
8903-788-0316	Equipment Maint. Supplies	0	0	200	89	200	200	.00
8903-788-0319	Safety Supplies	121	0	200	224	225	200	.00
8903-788-0320	Small Tools	200	318	400	525	525	400	.00
8903-788-0333	All Other Supplies	589	0	110	0	110	110	.00
8903-788-0344	Small Equipment	604	2,224	500	166	500	500	.00
		<u>54,011</u>	<u>56,188</u>	<u>65,830</u>	<u>38,901</u>	<u>66,035</u>	<u>65,850</u>	<u>.03</u>
* Parks		54,011	56,188	65,830	38,901	66,035	65,850	.03

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-FOR2

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Invasive Species Control								
8904-788-0101	Salaries	737	1,665	1,000	1,016	1,000	1,000	.00
8904-788-0102	Full Time Hourly Wages	6,001	0	5,000	534	5,000	5,000	.00
8904-788-0103	Temporary Wages	1,004	1,630	1,000	1,791	1,000	1,000	.00
8904-788-0110	Health Insurance	2,240	1,119	1,640	938	1,640	1,640	.00
8904-788-0111	Fringes	1,471	706	1,310	625	1,310	1,310	.00
8904-788-0206	Advertising & Publication	0	0	100	0	100	100	.00
8904-788-0236	Outside Services	470	0	100	474	475	100	.00
8904-788-0333	All Other Supplies	0	1,598	5,400	0	5,400	5,400	.00
		<u>11,923</u>	<u>6,718</u>	<u>15,550</u>	<u>5,378</u>	<u>15,925</u>	<u>15,550</u>	<u>.00</u>
*	Invasive Species Control							
		<u>65,934</u>	<u>62,906</u>	<u>81,380</u>	<u>44,279</u>	<u>81,960</u>	<u>81,400</u>	<u>.02</u>
**	City Wide Forestry Progrm							

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-CELL

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Celebration/Commemoration								
4th of July/Communityfest								
9401-802-0101	Salaries	0	0	1,000	0	1,000	1,000	.00
9401-802-0102	Full Time Hourly Wages	0	555	2,660	2,249	2,660	2,660	.00
9401-802-0103	Temporary Wages	0	1,132	1,500	1,600	1,500	1,500	.00
9401-802-0104	Overtime Wages	0	3,220	550	284	550	550	.00
9401-802-0110	Health Insurance	0	1,667	850	1,516	1,520	1,520	78.82
9401-802-0111	Fringes	0	779	1,110	803	1,110	1,110	.00
9401-802-0236	Outside Services	33,054	33,054	34,000	0	34,000	35,000	2.94
9401-802-0252	Rental of Equipment	0	5,654	4,300	4,248	4,000	4,000	6.98-
9401-802-0333	All Other Supplies	0	435	250	42	250	250	.00
9401-802-8133	All Other Equipment	0	660	4,000	0	3,000	3,500	12.50-
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*	4th of July/Communityfest	33,054	47,156	50,220	10,742	49,590	51,090	1.73
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**	Celebration/Commemoration	33,054	47,156	50,220	10,742	49,590	51,090	1.73

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-HC1

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Commissions								
Harbor Committee								
9602-831-0102	Hourly	0	788	800	0	800	800	.00
9602-831-0104	Overtime Wages	0	522	550	0	550	550	.00
9602-831-0110	Health Insurance	0	445	270	0	270	270	.00
9602-831-0111	Fringes	0	246	250	0	250	250	.00
9602-831-0236	Outside Services	5,550	11,050	7,700	525	7,000	8,000	3.90
9602-831-0242	Permit	0	0	300	308	308	300	.00
9602-831-0333	All Other Supplies	1,312	24	1,020	861	900	1,000	1.96-
		<u>6,862</u>	<u>13,075</u>	<u>10,890</u>	<u>1,694</u>	<u>10,078</u>	<u>11,170</u>	<u>2.57</u>
*	Harbor Committee	6,862	13,075	10,890	1,694	10,078	11,170	2.57
**	Commissions	6,862	13,075	10,890	1,694	10,078	11,170	2.57

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-CEM1

ACCOUNT	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 YTD TOTAL	2022	2023	REQUEST
						DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Oak Hill Cemetery								
Cemetery Operations								
9703-841-0102	Full Time Hourly Wages	114,583	115,412	119,210	64,157	119,210	119,210	.00
9703-841-0103	Temporary Wages	26,225	29,175	32,000	17,342	32,000	32,000	.00
9703-841-0104	Overtime Wages	1,894	5,304	3,500	4,114	5,000	5,000	42.86
9703-841-0110	Health Insurance	33,160	36,670	38,770	22,610	38,770	38,770	.00
9703-841-0111	Fringes	25,760	27,204	27,940	15,524	27,940	27,940	.00
9703-841-0115	Schools/Seminars/Training	0	200	300	0	300	300	.00
9703-841-0117	Clothing Allowance	1,002	975	1,000	1,011	1,000	1,000	.00
9703-841-0124	Meal Allowance	0	0	10	0	10	10	.00
9703-841-0127	DOT Emp Notification Prog	0	0	10	0	10	10	.00
9703-841-0206	Advertising & Publication	0	0	120	0	120	120	.00
9703-841-0207	Dues & Memberships	258	0	270	0	270	270	.00
9703-841-0213	Maint of Motor Vehicles	0	0	200	0	200	200	.00
9703-841-0214	Maintenance of Buildings	0	1,233	300	151	300	300	.00
9703-841-0216	Maint of Operating Equip	0	3,621	300	0	300	300	.00
9703-841-0218	Maint of Software	2,900	0	2,900	450	2,900	2,900	.00
9703-841-0221	Telephone	365	359	360	210	360	360	.00
9703-841-0222	Electricity	3,375	3,009	3,450	1,816	3,400	3,450	.00
9703-841-0223	Natural Gas	467	616	620	533	650	650	4.84
9703-841-0224	Water & Sewer	567	508	590	245	590	590	.00
9703-841-0225	Commercial Dumpster	748	748	750	374	750	750	.00
9703-841-0226	Storm Water	5,628	5,628	5,630	2,814	5,630	5,630	.00
9703-841-0227	Cellular Telephone	1,030	658	1,400	307	980	1,000	28.57-
9703-841-0234	Credit Card Payment Fees	0	106	0	41	100	100	.00
9703-841-0236	Outside Services	0	34	100	0	100	100	.00
9703-841-0237	Pest Control	0	0	200	0	200	200	.00
9703-841-0241	Tree Planting & Landscape	1,581	1,000	1,500	1,482	1,500	1,500	.00
9703-841-0252	Rental of Equipment	0	0	150	0	150	150	.00
9703-841-0255	IS Service / Internal	9,500	9,580	5,140	2,998	5,140	12,100	135.41
9703-841-0258	GIS Services/Internal	0	0	4,990	2,911	4,990	4,990	.00
9703-841-0293	Maint of Motor Veh/Fleet	528	2,048	660	0	660	660	.00
9703-841-0296	Maint of Oper Eq/Fleet	3,472	5,212	7,200	8,486	9,500	7,500	4.17
9703-841-0301	Office Supplies	0	262	50	171	175	50	.00
9703-841-0303	Computer Operation Supply	377	281	300	0	300	300	.00
9703-841-0306	Cleaning/Janitor Supplies	740	956	900	489	900	900	.00
9703-841-0310	Gasoline & Oil	4,136	7,145	6,550	5,833	6,780	7,120	8.70
9703-841-0313	Motor Vehicle Maint Suppl	6	0	200	0	200	200	.00
9703-841-0314	Building Maint Supplies	681	168	700	30	700	700	.00
9703-841-0315	Land Maint Supplies	1,618	673	2,000	1,097	2,000	2,000	.00
9703-841-0316	Equipment Maint Supplies	3,097	1,343	3,000	3,302	3,500	3,000	.00
9703-841-0319	Safety Supplies	724	442	500	200	500	500	.00
9703-841-0320	Small Tools	50	198	500	134	500	500	.00
9703-841-0333	All Other Supplies	20	0	100	0	100	100	.00
9703-841-0344	Small Equipment	411	0	800	0	800	800	.00
9703-841-0345	Shop Supplies	646	877	700	421	700	700	.00
9703-841-0376	Marker/Monument Foundtion	1,971	3,124	1,000	1,256	2,500	1,000	.00

PROGRAM GM601L

2023 BUDGET PREPARATION WORKSHEET

REPORT NAME: BW-CEM1

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
9703-841-8000	Mayor's Exec Adj	0	0	0	0	0	0	.00
* 9703-841-8000	Cemetery Operations	247,520	264,769	276,870	160,509	282,685	285,930	3.27
** 9703-841-8000	Oak Hill Cemetery	247,520	264,769	276,870	160,509	282,685	285,930	3.27

PROGRAM GM601L

CEMETERY REVENUES

REPORT NAME: BW-CEM2

2023 BUDGET PREPARATION WORKSHEET

ACCOUNT	ACCOUNT DESCRIPTION	2020	2021	2022	2022 YTD	2022	2023	REQUEST
		ACTUAL	ACTUAL	BUDGET	TOTAL	DEPARTMENT ESTIMATE	DEPT REQUEST	% CHANGE
Charges for Services								
Oak Hill Cemetery Revenue								
010-549-01	Cemetery Misc. Revenue	18,600	16,250	20,000	18,810	22,000	20,000	.00
010-549-02	Lot Sale Revenue	44,340	99,315	47,400	28,865	47,800	48,000	1.27
010-549-03	Transfer fm Perp Care-Int	13,169	29,962	18,000	22,185	30,000	25,000	38.89
010-549-06	Grave Openings	39,200	45,100	56,100	34,665	63,660	57,000	1.60
010-549-07	Foundation/Marker Charges	9,370	15,474	14,270	5,873	11,000	14,000	1.89-
		<u>124,679</u>	<u>206,101</u>	<u>155,770</u>	<u>110,398</u>	<u>174,460</u>	<u>164,000</u>	<u>5.28</u>
*	Oak Hill Cemetery Revenue	124,679	206,101	155,770	110,398	174,460	164,000	5.28