

Bartlett Park District

Annual Budget
Fiscal Year May 1, 2014 – April 30, 2015

Going Green . . .



Bartlett Park District

Annual Budget FY2014-15

Table of Contents:

- Board Meeting Schedule
- Budget and Appropriation Ordinance 14-02
- Significant Changes
- Capital Expenditures
- Consumer Price Index
- Goals and Objectives for FY 2014-15
- Mission Statement
- Organizational Chart
- Full Time Salary Ranges
- Part Time Salary Ranges

Going Green . . .



2014-2015 PARK BOARD MEETING SCHEDULE

FISCAL YEAR: The Fiscal Year for the Bartlett Park District is May 1st through April 30th. In accordance with the Illinois Open Meetings Act, following is the list of Park Board meeting dates for the Bartlett Park District covering **Fiscal Year 2014-15**.

MEETING SCHEDULE: The Annual Board Meeting is held prior to the Committee Workshop the **second** Tuesday in May, Committee Workshop Meetings are held the **second** Tuesday of every month, and Regular Board Meetings are held the **fourth** Tuesday of every month. **Exceptions are listed below in bold.**

MEETING TIME: The Annual Board Meeting in May starts at **7:00pm**, and unless otherwise indicated, all other meetings begin at **7:30pm**.

MEETING LOCATION: Unless otherwise indicated, all meetings are held at the **Bartlett Park District, Thomas C. White Administration Building, Board Room, 696 West Stearns Road, Bartlett, Illinois 60103.**

<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>TYPE OF MEETING</u>	<u>EXCEPTIONS</u>
Tuesday	May 13, 2014	7:00pm	Public Hearing – Annual Budget	Note: Time is at 7:00pm
Tuesday	May 13, 2014	7:00pm	Annual Board Meeting	Note: Time is at 7:00pm
Tuesday	May 13, 2014	7:30pm	Committee Workshop	
Tuesday	May 24, 2014	7:30pm	Board Meeting	
Tuesday	June 10, 2014	7:30pm	Committee Workshop	
Tuesday	June 24, 2014	7:30pm	Board Meeting	
Tuesday	July 8, 2014	7:30pm	Committee Workshop	
Tuesday	July 22, 2014	7:30pm	Board Meeting	
Tuesday	August 12, 2014	7:30pm	Committee Workshop	
Tuesday	August 26, 2014	7:30pm	Board Meeting	
Tuesday	September 9, 2014	7:30pm	Committee Workshop	
Tuesday	September 23, 2014	7:30pm	Board Meeting	
Tuesday	October 7, 2014	7:30pm	Committee Workshop	Date Changed to 1st Tuesday
Tuesday	October 28, 2014	7:30pm	Board Meeting	
Tuesday	November 11, 2014	7:30pm	Committee Workshop	
Tuesday	November 25, 2014	7:30pm	Board Meeting	
Tuesday	December 9, 2014	7:30pm	Committee Workshop	
Tuesday	December 16, 2014	7:30pm	Public Hearing – Tax Levy	Date Changed to 3rd Tuesday
Tuesday	December 16, 2014	7:30pm	Board Meeting	Date Changed to 3rd Tuesday
Tuesday	January 13, 2015	7:30pm	Committee Workshop	
Tuesday	January 27, 2015	7:30pm	Board Meeting	
Tuesday	February 10, 2015	7:30pm	Committee Workshop	
Tuesday	February 24, 2015	7:30pm	Board Meeting	
Tuesday	March 10, 2015	7:30pm	Committee Workshop	
Tuesday	March 24, 2015	7:30pm	Board Meeting	
Tuesday	April 14, 2015	7:30pm	Committee Workshop	
Tuesday	April 28, 2015	7:30pm	Board Meeting	
Tuesday	May 12, 2015	7:00pm	Public Hearing – Annual Budget	Note: Time is at 7:00pm
Tuesday	May 12, 2015	7:00pm	Annual Board Meeting	Note: Time is at 7:00pm

ORDINANCE NO. 14-02

**COMBINED BUDGET AND APPROPRIATION ORDINANCE
OF THE BARTLETT PARK DISTRICT
FOR ITS FISCAL YEAR
MAY 1, 2014 THROUGH APRIL 30, 2015**

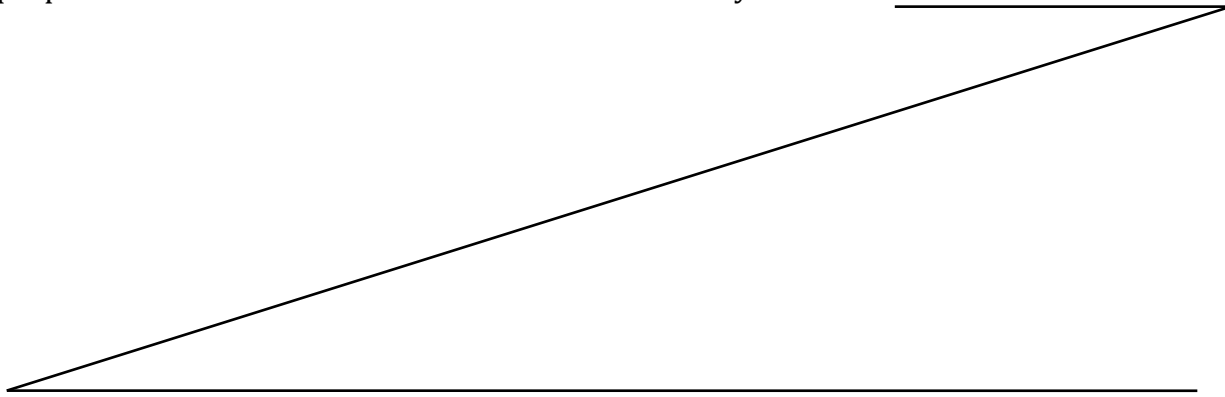
WHEREAS, the Combined Budget and Appropriation Ordinance for the Bartlett Park District for its 2014-2015 fiscal year is hereby prepared in final form and was hereby conveniently made available to public inspection for at least 30 days prior to final action thereon; and

WHEREAS, a public hearing on said Ordinance will be held in the Bartlett Park District Administration Building pursuant to a notice, which will be published at least one week prior to such hearing in a local newspaper having a general circulation in said District.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE BARTLETT PARK DISTRICT, COOK, DUPAGE, AND KANE COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION 1: That the fiscal year of this District be and the same is hereby fixed and declared to be from May 1, 2014 through April 30, 2015.

SECTION 2: That the following annual Budget for the fiscal year of the Bartlett Park District beginning May 1, 2014, and ending April 30, 2015, will be adopted and the following sums of money in the total of \$15,369,035 or so much thereof as may be authorized by law, is hereby appropriated for the Corporate, Recreational, and other purposes of the Bartlett Park District for its said fiscal year.



SECTION 1:

I. CORPORATE FUND	BUDGETED 2014-15	BUDGETED 2013-14
ESTIMATED CASH BALANCE -- 05/01/14:	\$ 460,853	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- CORPORATE FUND:		
PROPERTY TAXES	\$2,708,194	\$2,708,194
REPLACEMENT TAXES	\$15,000	\$15,000
INTEREST	\$3,600	\$5,100
MISCELLANEOUS	\$47,275	\$100
SALE OF ASSETS	\$0	\$0
BUILD AMERICA BONDS	\$321,257	
ANTICIPATED FUND BALANCE	\$328,000	\$686,095
TOTAL ESTIMATED REVENUES:	\$3,423,326	\$3,414,489
TOTAL INCOME + CASH BALANCE:	\$3,884,179	
II. CAPITAL PROJECTS FUND		
ESTIMATED CASH BALANCE -- 05/01/14:		
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:	\$1,640,098	
REVENUES - CAPITAL PROJECTS FUND:		
INTEREST INCOME	\$500	\$500
MISCELLANEOUS INCOME	\$0	\$0
TRANSFER FROM THE CORPORATE FUND	\$500,000	\$500,000
BUILDER DONATIONS	\$2,000	\$2,000
ANTICIPATED FUND BALANCE USE	\$55,000	\$300,000
BUILD AMERICA BONDS TRANSFER	\$321,257	\$321,258
TOTAL ESTIMATED REVENUES:	\$878,757	\$1,123,758
TOTAL INCOME + CASH BALANCE:	\$2,518,855	

III. BOND & INTEREST FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$50,000	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES - BOND & INTEREST FUND:		
PROPERTY TAX	\$2,624,396	\$2,616,296
GAIN ON TAXES	\$50	\$250
BUILD AMERICA BONDS TRANSFER		\$321,258
ANTICIPATED FUND BALANCE USE	\$1,500	\$0
TOTAL ESTIMATED REVENUES:	\$2,625,946	\$2,937,804
TOTAL INCOME + CASH BALANCE:	\$2,675,946	

IV. WORKING CASH FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$54,703	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- WORKING CASH FUND:		
INTEREST ON INVESTMENTS	\$0	\$0
TOTAL ESTIMATED REVENUES:	\$0	\$0
TOTAL INCOME + CASH BALANCE:	\$54,703	

V. VILLA OLIVIA FUND

ESTIMATED CASH BALANCE -- 05/01/14:	-\$175,651	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
GOLF & SKI PASSES	\$28,625	\$49,560
GOLF & SKI FEES & ADMISSIONS	\$769,265	\$644,100
SKI PACKAGES	\$46,770	\$53,900
GOLF LEAGUES	\$44,904	\$56,112
EQUIPMENT RENTALS	\$287,549	\$229,556
FOOD SALES	\$1,059,646	\$1,004,126
BEVERAGE SALES	\$200,252	\$240,775
TAX REVENUE	\$0	\$214,093
MISCELLANEOUS INCOME	\$123,377	\$10,125
GRATUITY	\$22,125	\$0
PROGRAM INCOME	\$94,847	\$73,500
TOTAL ESTIMATED REVENUES:	\$2,677,360	\$2,575,847
TOTAL INCOME + CASH BALANCE:	\$2,501,709	

VI. RECREATION FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$1,075,761	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- RECREATION FUND:		
PROPERTY TAXES	\$484,095	\$484,095
PASS SALES	\$48,289	\$52,309
GOLF GREEN SALES	\$115,206	\$115,271
ADMISSIONS INCOME	\$570,141	\$555,037
LIFECENTER INCOME	\$572,347	\$611,121
INTEREST INCOME	\$2,010	\$2,010
RENTALS & OUTINGS	\$44,330	\$44,980
FIELD RENTALS	\$29,325	\$28,049
EQUIPMENT RENTALS	\$8,920	\$8,463
RETAIL MERCHANDISE	\$89,291	\$75,270
ADVERTISING SALES	\$18,120	\$15,720
DONATIONS	\$17,500	\$17,500
GRATUITY REVENUE	\$2,381	\$7,493
MISCELLANEOUS INCOME	\$27,255	\$28,615
TRANSFERS FROM OTHER FUNDS	\$150,000	\$175,000
PROGRAM INCOME	\$2,076,520	\$2,046,379
	\$4,255,730	\$4,267,311
 TOTAL INCOME + CASH BALANCE:		 <u><u>\$5,331,491</u></u>

VII. SPECIAL RECREATION FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$120,464	\$368,012
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- SPECIAL RECREATION FUND:		
PROPERTY TAX	\$393,898	\$393,898
ANTICIPATED FUND BALANCE	\$0	\$0
INTEREST INCOME-GAIN	\$5	\$5
TOTAL ESTIMATED REVENUES:	<u><u>\$393,903</u></u>	<u><u>\$393,903</u></u>
 TOTAL INCOME + CASH BALANCE:		 <u><u>\$514,367</u></u>

VIII. ILLINIOS MUNICIPAL RETIREMENT FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$5,200	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- I.M.R.F. FUND:		
PROPERTY TAX	\$341,378	\$341,379
INTEREST INCOME	\$5	\$5
TOTAL I.M.R.F. FUND REVENUES:	\$341,383	\$341,384
TOTAL CASH BALANCE + INCOME:	\$346,583	

IX. SOCIAL SECURITY FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$10,223	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- SOCIAL SECURITY FUND:		
PROPERTY TAX	\$341,483	\$341,379
INTEREST INCOME	\$105	\$105
TOTAL ESTIMATED REVENUES:	\$341,588	\$341,484
TOTAL CASH BALANCE + INCOME:	\$351,811	

X. AUDIT FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$6,355	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- AUDIT FUND:		
PROPERTY TAX	\$21,693	\$21,693
INTEREST INCOME	\$1,501	\$11
TOTAL ESTIMATED REVENUES:	\$23,194	\$21,704
TOTAL CASH BALANCE + INCOME:	\$29,549	

XI. LIABILITY INSURANCE FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$85,669	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- LIABILITY INSURANCE FUND:		
PROPERTY TAX	\$379,963	\$379,963
INTEREST INCOME	\$30	\$30
MISCELLANEOUS INCOME	\$1,500	\$1,500
TOTAL ESTIMATED REVENUES:	\$381,493	\$381,493
TOTAL CASH BALANCE + INCOME:	\$467,162	

XII. PAVING & LIGHTING FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$15,021	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- PAVING & LIGHTING FUND:		
PROPERTY TAX	\$27,402	\$27,402
INTEREST INCOME-GAIN	\$10	\$10
TOTAL ESTIMATED REVENUES:	\$27,412	\$27,412
TOTAL CASH BALANCE + INCOME:	\$42,433	

XIII. QUADRACENTENIAL FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$15,767	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- QUADRACENTENNIAL FUND		
INTEREST	\$35	\$75
TOTAL ESTIMATED REVENUES:	\$35	\$75
TOTAL INCOME + CASH BALANCE:	\$15,802	

SUMMARY OF ESTIMATED REVENUE:	BUDGETED 2014-15	BUDGETED 2013-14
CORPORATE FUND	\$3,423,326	\$3,414,489
CAPITAL PROJECTS FUND	\$878,757	\$1,123,758
BOND & INTEREST FUND	\$2,625,946	\$2,937,804
WORKING CASH FUND	\$0	\$0
VILLA OLIVIA FUND	\$2,677,360	\$2,575,847
RECREATION FUND	\$4,255,730	\$4,267,311
SPECIAL RECREATION FUND	\$393,903	\$393,903
I.M.R.F. FUND	\$341,383	\$341,384
SOCIAL SECURITY FUND	\$341,588	\$341,484
AUDIT FUND	\$23,194	\$21,704
LIABILITY INSURANCE FUND	\$381,493	\$381,493
PAVING & LIGHTING FUND	\$27,412	\$27,412
QUARACENTENNIAL FUND	\$35	\$75
TOTAL OF ALL ESTIMATED FUNDS AVAILABLE:	\$15,370,126	\$15,826,663

Dated this 13th day of May 2014

*Bartlett Park District
Board of Commissioners
Cook, DuPage, and Kane Counties, IL*

*Lori Palmer
President, Board of Commissioners*

Attest:

Rita K. Fletcher, Secretary

SEAL

SECTION 2:

	BUDGET 2014-15	BUDGET 2013-14
<u>I. CORPORATE FUND</u>		
ESTIMATED CASH BALANCE -- 05/01/14:	\$ 460,853	\$ -
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
<u>REVENUES -- CORPORATE FUND:</u>		
PROPERTY TAXES	\$2,708,194	\$2,708,194
REPLACEMENT TAXES	\$15,000	\$15,000
INTEREST	\$3,600	\$5,100
MISCELLANEOUS	\$47,275	\$100
SALE OF ASSETS	\$0	\$0
BUILD AMERICA BONDS	\$321,257	\$0
ANTICIPATED FUND BALANCE	\$361,150	\$686,095
TOTAL ESTIMATED REVENUES:	\$3,456,476	\$3,414,489
 TOTAL INCOME + CASH BALANCE:	 \$3,917,329	
Estimate of Expenditures Contemplated for Said Fiscal Year: Amounts Budgeted and Appropriated for the CORPORATE FUND:		
<u>EXPENSES -- CORPORATE FUND</u>		
Salaries & Wages	\$ 1,369,763	\$ 1,339,096
Materials & Supplies	\$ 17,830	\$ 12,815
Custodial Supplies	\$ 2,570	\$ 2,570
First Aid Supplies	\$ 425	\$ 425
Gas, Fuel & Oil	\$ 54,200	\$ 53,040
Insurance	\$ 210,435	\$ 156,494
Heating	\$ 10,865	\$ 11,250
Electric	\$ 17,370	\$ 16,391
Water	\$ 1,490	\$ 1,575
Telephone	\$ 25,460	\$ 19,900
Professional Services	\$ 106,738	\$ 134,738
Equipment & Furniture	\$ 108,395	\$ 209,365
Equipment Maintenance-Vehicles	\$ 31,060	\$ 33,020
Office Equipment Maintenance	\$ 60,728	\$ 72,708
Equipment Lease & Rental	\$ 11,821	\$ 9,139
Tools	\$ 3,060	\$ 3,034
Park Maintenance	\$ 78,272	\$ 75,828
Park Improvements	\$ 12,605	\$ 5,575
Building Maintenance	\$ 20,759	\$ 20,320
Building Improvements	\$ 11,000	\$ 4,000
Miscellaneous-Training, Emp Costs, Inservice	\$ 83,161	\$ 81,749
Postage, Printing, Advertising	\$ 34,256	\$ 31,699
Debt Payments	\$ 2,495	\$ 2,450
Bond Principal Payments	\$ 350,000	\$ 335,000
Bond Interest Payments	\$ 44,795	\$ 60,358
Transfer to Other Funds	\$ 650,000	\$ 650,000
TOTAL CORPORATE FUND EXPENSES:	\$ 3,319,553	\$ 3,342,539

CASH BALANCE + INCOME LESS EXPENSES:	\$	597,776
Estimate of Cash Expected to be on Hand at End of Said Fiscal Year for CORPORATE FUND:	\$	597,776

II. CAPITAL PROJECTS FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$	1,640,098		
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:				
REVENUES - CAPITAL PROJECTS FUND:				
INTEREST INCOME	\$	500	\$	500
MISCELLANEOUS INCOME	\$	-	\$	-
TRANSFER FROM THE CORPORATE FUND	\$	500,000	\$	500,000
BUILDER DONATIONS	\$	2,000	\$	2,000
ANTICIPATED FUND BALANCE USE	\$	55,000	\$	300,000
OSLAD GRANT	\$	321,257	\$	321,258
TOTAL ESTIMATED REVENUES:	\$	878,757	\$	1,123,758
 TOTAL INCOME + CASH BALANCE:	\$	2,518,855		
EXPENSES - CAPITAL PROJECTS FUND:				
FURNITURE, FIXTURES, EQUIPMENT	\$	405,648	\$	352,925
PARKS AND GOLF IMPROVEMENTS	\$	246,500	\$	365,000
BUILDING IMPROVEMENTS	\$	224,500	\$	269,070
BANK FEES	\$	150	\$	150
TOTAL CAPITAL PROJECTS EXPENSES:	\$	876,798	\$	987,145
 CASH BALANCE + INCOME LESS EXPENSES:				
Estimate of Cash Expected to be on Hand at End of Said Fiscal Year for CAPITAL PROJECTS FUND:	\$	1,642,057		

III. BOND & INTEREST FUND

ESTIMATED CASH BALANCE -- 05/01/14:		\$50,000		
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:				
REVENUES -BOND & INTEREST FUND:				
PROPERTY TAX	\$2,624,396	\$2,616,296		
INTEREST ON INVESTMENTS	\$50	\$250		
BUILD AMERICA BONDS	\$1,500	\$0		
TOTAL ESTIMATED REVENUES:	\$2,625,946	\$2,937,804		
 TOTAL INCOME + CASH BALANCE:	\$2,675,946			
EXPENSES - BOND & INTEREST FUND:				
MISCELLANEOUS	\$	-	\$	-
BANK FEES	\$	7,500	\$	5,800
BOND PRINCIPAL AND INTEREST	\$	1,245,000	\$	1,170,000
G.O. BOND INTEREST	\$	1,373,414	\$	1,406,681
APPROPRIATED TRANSFER OUT	\$	-	\$	351,870
TOTAL BOND & INTEREST EXPENSES:	\$	2,625,914	\$	2,934,351

CASH BALANCE + INCOME LESS EXPENSES:	\$	50,032
Estimate of Cash Expected to be on Hand at End of Said Fiscal Year for BOND & INTEREST FUND:	\$	50,032

IV. WORKING CASH FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$	54,703
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
<u>REVENUES -- WORKING CASH FUND:</u>		
INTEREST ON INVESTMENTS		\$0
TOTAL ESTIMATED REVENUES:		\$0
TOTAL INCOME + CASH BALANCE:		\$54,703
Monies from the WORKING CASH FUND will be Temporarily Transferred from Time to Time to Other Funds above set forth and shall be Expended for the Purposes set forth in Specific Line Items above set forth under those Funds:		\$54,703
<u>EXPENSES -- WORKING CASH FUND:</u>		
APPROPRIATED TRANSFER OUT	\$	-
TOTAL WORKING CASH EXPENSES:	\$	-
CASH BALANCE + INCOME LESS EXPENSES:		\$54,703
Estimated Cash Expected to be on hand at end of Said Fiscal Year for WORKING CASH FUND:	\$	54,703

V. VILLA OLIVIA FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$	(175,651)
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
GOLF & SKI PASSES	\$	28,625
GOLF & SKI FEES & ADMISSIONS	\$	769,265
SKI PACKAGES	\$	46,770
RENTALS	\$	44,904
EQUIPMENT RENTALS	\$	287,549
FOOD SALES	\$	1,059,646
BEVERAGE SALES	\$	200,252
TAX REVENUE	\$	-
MISCELLANEOUS INCOME	\$	123,377
TRANSFERS FROM OTHER FUNDS	\$	22,125
PROGRAM INCOME	\$	94,847
TOTAL ESTIMATED REVENUES:	\$	2,677,360

TOTAL INCOME + CASH BALANCE:	\$	2,501,709	
Estimate of Expenditures Contemplated for Said Fiscal Year: Amounts Budgeted and Appropriated for the VILLA OLIVIA FUND			
Salaries & Wages	\$	1,362,719	\$ 1,275,559
Materials & Supplies	\$	47,287	\$ 46,776
Custodial & Kitchen Supplies	\$	11,190	\$ 11,190
Gas, Oil, and Diesel Fuel	\$	35,500	\$ 33,064
VO Golf & Ski chemicals	\$	8,000	\$ 9,000
Insurance	\$	168,217	\$ 159,184
Heating fuel	\$	25,340	\$ 24,535
Electric	\$	101,440	\$ 72,780
Water	\$	4,920	\$ 5,520
Telephone	\$	21,290	\$ 21,900
Contractual Service	\$	46,986	\$ 53,042
Furniture, Equipment & Fixtures	\$	114,805	\$ 76,588
Equipment Maintenance	\$	58,715	\$ 52,505
Equipment Lease or Rental	\$	21,328	\$ 15,928
Tools	\$	10,300	\$ 9,500
Taxes and Permits	\$	33,565	\$ 33,565
Parks & Golf Maintenance	\$	43,250	\$ 41,485
Training, Uniforms, Testing	\$	27,115	\$ 19,050
Postage, Mileage, Subscriptions, Dues, Advertising, Printing	\$	37,260	\$ 27,125
Permits and Fees	\$	1,325	\$ 98,121
Social Security, Medicare, IMRF Expense	\$	124,348	\$ 113,559
Resale Food and Beverage	\$	349,910	\$ 322,266
TOTAL VILLA OLIVIA FUND EXPENSES:	\$	2,654,810	\$ 2,522,242
CASH BALANCE + INCOME LESS EXPENSES:	\$	(153,101)	
Estimate of Cash Expected to be on Hand at End of Said Fiscal Year for VILLA OLIVIA FUND:			
	\$	(153,101)	

VI. RECREATION FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$	1,075,761	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:			
<u>REVENUES -- RECREATION FUND:</u>			
PROPERTY TAXES	\$	484,095	\$ 484,095
PASS SALES	\$	48,289	\$ 52,309
GOLF GREEN SALES	\$	115,206	\$ 115,271
ADMISSIONS INCOME	\$	570,141	\$ 555,037
LIFECENTER INCOME	\$	572,347	\$ 611,121
INTEREST INCOME	\$	2,010	\$ 2,010
RENTALS & OUTINGS	\$	44,330	\$ 44,980
FIELD RENTALS	\$	29,325	\$ 28,049
EQUIPMENT RENTALS	\$	8,920	\$ 8,463

RETAIL MERCHANDISE	\$	89,291	\$	75,270
ADVERTISING SALES	\$	18,120	\$	15,720
DONATIONS	\$	17,500	\$	17,500
TAX REVENUE	\$	2,381	\$	7,493
MISCELLANEOUS INCOME	\$	27,255	\$	28,615
TRANSFERS FROM OTHER FUNDS	\$	150,000	\$	175,000
PROGRAM INCOME	\$	2,076,520	\$	2,046,379
TOTAL ESTIMATED REVENUES:	\$	4,255,730	\$	4,267,311

TOTAL INCOME + CASH BALANCE: \$5,331,491

Estimate of Expenditures Contemplated for Said Fiscal Year; Amounts Budgeted and Appropriated for **RECREATION FUND:**

EXPENSES -- RECREATION FUND:

Salaries & Wages	\$	1,866,304	\$	1,806,006
Materials & Supplies	\$	28,028	\$	31,995
Custodial Supplies	\$	34,759	\$	34,656
Pool Chemicals	\$	42,668	\$	34,383
First Aid Supplies	\$	4,438	\$	4,116
Gas, Fuel & Oil	\$	9,600	\$	9,600
Resale Merchandise	\$	31,118	\$	28,466
Resale Expense	\$	3,263	\$	3,000
Insurance	\$	243,215	\$	222,691
Heating	\$	100,375	\$	95,750
Electric	\$	306,080	\$	254,792
Water	\$	85,755	\$	67,152
Telephone	\$	28,425	\$	28,094
Contracted Services	\$	69,508	\$	49,410
Equipment & Furniture	\$	121,211	\$	98,494
Equipment Maintenance-Vehicles	\$	26,844	\$	26,313
Equipment Maintenance-Office	\$	106,028	\$	94,364
Equipment Lease & Rental	\$	8,915	\$	3,695
Tools	\$	200	\$	225
Park Maintenance	\$	61,444	\$	65,115
Park Improvements	\$	2,500	\$	1,500
Building Maintenance	\$	49,541	\$	57,690
Building Improvements	\$	41,750	\$	19,300
Employee Training, Background Checks, Uniforms, Testing	\$	25,660	\$	28,262
Printing, Postage, Mileage, Subscriptions, Dues, Advertising	\$	51,072	\$	48,358
Permits and Fees	\$	48,089	\$	55,779
Special Revenue Expenses	\$	3,330	\$	2,080
Program Wages	\$	640,594	\$	618,404
Program Contractual Services	\$	287,458	\$	292,759
Program Supplies	\$	160,186	\$	164,133
Program Expenses Other	\$	2,660	\$	2,690
Resale Merchandise	\$	390	\$	625
Other Program Expenses	\$	7,500	\$	7,890
TOTAL RECREATION FUND EXPENSES:	\$	4,498,908	\$	4,257,785

CASH BALANCE + INCOME LESS EXPENSES: \$ 832,583

Estimate of Cash Expected to be on hand at end of Said Fiscal Year for **RECREATION FUND:** \$ 832,583

VII. SPECIAL RECREATION FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$120,464	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- SPECIAL RECREATION FUND:		
PROPERTY TAX	\$393,898	\$393,898
ANTICIPATED FUND BALANCE	\$0	\$0
INTEREST INCOME-GAIN	\$5	\$5
TOTAL ESTIMATED REVENUES:	\$393,903	\$393,903
TOTAL INCOME + CASH BALANCE:	\$514,367	
Estimate of Expenditures Contemplated for Said Fiscal Year; Amounts Budgeted and Appropriated for Membership in N.W.S.R.A.:		
<u>EXPENSES --SPECIAL RECREATION FUND</u>		
Park Improvements	\$ 25,400	\$ 14,500
ADA Park & Building Improvements	\$ 19,400	\$ 15,400
Fixtures, Furniture, Equipment	\$ 17,529	\$ 6,200
Deferred Maintanance	\$ 61,000	\$ 61,000
NWSRA Fees	\$ 243,454	\$ 243,454
TOTAL SPECIAL RECREATION FUND EXPENSES:	\$ 366,783	\$ 340,554
CASH BALANCE + INCOME LESS EXPENSES:	\$ 147,585	
Estimated Cash Expected to be on Hand at end of Said Fiscal Year for SPECIAL RECREATION FUND:	\$ 147,585	

VIII. ILLINOIS MUNICIPAL RETIREMENT FUND (I.M.R.F.)

ESTIMATED CASH BALANCE -- 05/01/14:	\$ 5,200	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:		
REVENUES -- I.M.R.F. FUND:		
PROPERTY TAX	\$341,378	\$341,379
INTEREST INCOME	\$5	\$5
TOTAL I.M.R.F. FUND REVENUES:	\$341,383	\$341,384
TOTAL CASH BALANCE + INCOME:	\$346,583	
Estimate of Expenditures Contemplated for Said Fiscal Year; Amounts Budgeted and Appropriated for Purposes of Paying I.M.R.F.:		
<u>EXPENSES -- I.M.R.F. FUND</u>		
I.M.R.F. EXPENSE	\$ 341,589	\$ 317,388
TOTAL I.M.R.F. FUND EXPENSES:	\$ 341,589	\$ 317,388
CASH BALANCE + INCOME LESS EXPENSES:	\$ 4,994	
Estimate of Cash Expected to be on Hand at end of Said Fiscal Year for I.M.R.F. FUND:	\$ 4,994	

IX. SOCIAL SECURITY FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$	10,223		
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:				
<u>REVENUES -- SOCIAL SECURITY FUND:</u>				
PROPERTY TAX		\$341,483		\$341,379
INTEREST INCOME		\$105		\$105
TOTAL ESTIMATED REVENUES:		\$341,588		\$341,484
TOTAL CASH BALANCE + INCOME:		\$351,811		
Estimate of Expenditures Contemplated for Said Fiscal Year; Amounts Budgeted and Appropriated for Purposes of Paying SOCIAL SECURITY:				
<u>EXPENSES -- SOCIAL SECURITY FUND:</u>				
SOCIAL SECURITY EXPENSE	\$	341,383	\$	317,396
TOTAL SOCIAL SECURITY EXPENSES:	\$	341,383	\$	317,396
CASH BALANCE + INCOME LESS EXPENSES:	\$	10,428		
Estimate of Cash Expected to be on Hand at end of Said Fiscal Year for SOCIAL SECURITY FUND:	\$	10,428		

X. AUDIT FUND

ESTIMATED CASH BALANCE -- 05/01/14:		\$6,355		
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:				
<u>REVENUES -- AUDIT FUND:</u>				
PROPERTY TAX		\$21,693		\$21,693
INTEREST INCOME		\$1,501		\$11
TOTAL ESTIMATED REVENUES:		\$23,194		\$21,704
TOTAL CASH BALANCE + INCOME:		\$29,549		
Estimate of Expenditures Contemplated for Said Fiscal Year; Amounts Budgeted and Appropriated for AUDIT FUND:				
<u>EXPENSES -- AUDIT FUND:</u>				
AUDIT EXPENSE	\$	23,075	\$	22,403
TOTAL AUDIT FUND EXPENSES:	\$	23,075	\$	22,403
CASH BALANCE + INCOME LESS EXPENSES:	\$	6,474		
Estimate of Cash Expected to be on Hand at End of Said Fiscal Year for AUDIT FUND:	\$	6,474		

XI. LIABILITY INSURANCE FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$	85,669	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/13, Including:			
<u>REVENUES -- LIABILITY INSURANCE FUND:</u>			
PROPERTY TAX		\$379,963	\$379,963
INTEREST INCOME		\$30	\$30
MISCELLANEOUS INCOME		\$1,500	\$1,500
TOTAL ESTIMATED REVENUES:		<u>\$381,493</u>	<u>\$381,493</u>
TOTAL CASH BALANCE + INCOME:		\$467,161.89	
Estimate of Expenditures Contemplated for Said Fiscal Year; Amounts Budgeted and Appropriated for LIABILITY INSURANCE FUND:			
<u>EXPENSES -- LIABILITY INSURANCE FUND:</u>			
Liability Wages	\$	16,990	\$ 14,500
Insurance Expense	\$	214,230	\$ 216,230
Unemployment Expense	\$	50,000	\$ 64,000
TOTAL LIABILITY INSURANCE FUND EXPENSES:	\$	<u>281,220</u>	\$ 294,730
CASH BALANCE + INCOME LESS EXPENSES:	\$	185,942	
Estimate of Cash Expected to be on Hand at End of Said Fiscal Year for LIABILITY INSURANCE FUND:	\$	185,942	

XII. PAVING & LIGHTING FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$	15,021	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:			
<u>REVENUES -- PAVING & LIGHTING FUND:</u>			
PROPERTY TAX		\$27,402	\$27,402
INTEREST INCOME-GAIN		\$10	\$10
TOTAL ESTIMATED REVENUES:		<u>\$27,412</u>	<u>\$27,412</u>
TOTAL CASH BALANCE + INCOME:		\$42,433	
Estimate of Expenditures Contemplated for Said Fiscal Year; Amounts Budgeted and Appropriated for PAVING & LIGHTING FUND:			
<u>EXPENSES -- PAVING & LIGHTING FUND:</u>			
Park Maintenance	\$	33,000	\$ 21,000
Park Improvements	\$	6,000	\$ 6,000
TOTAL PAVING & LIGHTING FUND EXPENSES:	\$	<u>39,000</u>	\$ 27,000
CASH BALANCE + INCOME LESS EXPENSES:			
Estimate of Cash Expected to be on Hand at End of Said Fiscal Year for PAVING & LIGHTING FUND:	\$	3,433	

XIII. QUADRACENTENNIAL FUND

ESTIMATED CASH BALANCE -- 05/01/14:	\$	15,767	
Estimate of Cash Expected to be Received During Fiscal Year 4/30/14, Including:			
<u>REVENUES -- QUADRACENTENNIAL FUND</u>			
INTEREST		<u>\$35</u>	<u>\$75</u>
TOTAL ESTIMATED REVENUES:		\$35	\$75
TOTAL INCOME + CASH BALANCE:		\$15,802	
Estimate of Expenditures Contemplated for Said Fiscal Year: Amounts Budgeted and Appropriated for QUADRACENTENNIAL FUND Expenditures	\$	-	\$ -
TOTAL CAP. PROJ. - QUADRACENTENNIAL	\$	-	\$ -
CASH BALANCE + INCOME LESS EXPENSES:	\$	15,802	\$ 15,919

SUMMARY OF ESTIMATED EXPENSES:

CORPORATE FUND	\$3,319,553	\$3,342,539
CAPITAL PROJECTS FUND	\$876,798	\$987,145
BOND & INTEREST FUND	\$2,625,914	\$2,934,351
WORKING CASH FUND	\$0	\$0
VILLA OLIVIA FUND	\$2,654,811	\$2,522,243
RECREATION FUND	\$4,498,909	\$4,257,786
SPECIAL RECREATION FUND	\$366,783	\$340,554
I.M.R.F. FUND	\$341,589	\$317,388
SOCIAL SECURITY FUND	\$341,383	\$317,396
AUDIT FUND	\$23,075	\$22,403
LIABILITY INSURANCE FUND	\$281,220	\$294,730
PAVING & LIGHTING FUND	\$39,000	\$27,000
QUARACENTENNIAL FUND	\$0	\$0
<i>TOTAL OF ALL ESTIMATED FUNDS EXPENSES:</i>	<u>\$15,369,035</u>	<u>\$15,363,535</u>

SECTION 3. That all unexpended balances of any item or items of any general appropriation made in this Ordinance may be expended in making up an insufficiency in any item or items in the same appropriation made for this Ordinance.

SECTION 4. That all unexpended balances from annual appropriations of previous years are hereby reappropriated.

SECTION 5. That should any clause, sentence, paragraph, or part of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

SECTION 6. This Ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

PASSED and APPROVED this 13TH day of May 2014.

BARTLETT PARK DISTRICT
Cook, DuPage, and Kane Counties, Illinois

Lori Palmer
President, Board of Commissioners

ATTEST:

Rita K. Fletcher
Secretary

(seal)

Bartlett Park District
Explanation of Significant Changes
FY 2014-15 Budget

CORPORATE FUND

This fund consists of Administrative operations, Maintenance operations, a portion of the district's debt payments, and some capital expenses.

Administration: The corporate budget includes transfers of \$150,000 to the Recreation Fund and \$500,000 transfer to the Capital Projects Fund.

Capital Items: The capital items in the Corporate Budget include the following:

- Mower - \$14,500
- Fluorescent bulb recycler - \$5,000
- Trees - \$5,000
- Window replacement at the Administration Building – \$7,000
- Repaving the driveway from Stearns Road to Schrade Gym - \$77,500 and an additional \$20,000 from the Paving and Lighting Fund
- IT Equipment for \$15,000

Parks Budget: The budget includes the following notable changes:

- One new PT IMRF laborer
- A 22% increase in the cost for electric

CAPITAL PROJECTS FUND

The Capital Project funds previously only included park development. The funds from the Build America Bonds will be transferred into this fund from the Corporate Fund. The items included are:

- Utility tractor - \$25,000
- Tallgrass playground - \$110,000 with an additional \$15,000 from the Special Recreation Fund
- Splash Central locker replacement - \$25,000
- Paint LifeCenter running track walls - \$19,575
- Running track replacement - \$77,800
- Sign Board at Villa Olivia - \$55,075
- Tubing hill improvements - \$244,648
- Heating and HVAC unit at Villa Olivia Golf & Pro Shop - \$22,000
- Roof for Villa Olivia - \$101,000
- Roof for the Pump Building at Villa Olivia - \$35,000

- Phone system for the district to integrate with the Villa Olivia phone system - \$53,000

BOND AND INTEREST FUND

The regular bond and interest payments and fees associated with the bonds are paid from this fund. The administrative fees that we pay for the bond payment processing through the Bank of New York Mellon did double this year.

VILLA OLIVIA FUND

The Villa Olivia Fund includes the golf course, ski, and food and beverage operations for the facility.

Banquets and Food and Beverage: Our budget is based on anticipated growth in business as well as a small increase in menu and package prices and service charge.

- Dishwasher lease balance - \$8,415
- Drapes in the Crystal room - \$6,000

Ski Operations: The ski budget has been prepared using historical information from the last four seasons. Our revenue has been reduced slightly from the actuals we took in during the unusually high levels during the 2013-14 season. Admission and fee pricing will be held at current levels.

- New FT Golf & Ski Manager position
- Tow rope and gear box replacement - \$5,500
- Rebuild the deck at the bottom terminal - \$10,000
- Ski patrol trailer - \$14,000

Golf Operations: The golf budget has been prepared looking at the last three year's rounds, the positive trend we saw in 2013, and adjustments to 18 Hole Rounds due to opening the back nine slightly later than normal due to the tube hill project, with moderate round increases planned. Green Fees and other pricing will be held at current levels. Better utilization of our golf software, for online booking and internet promotions is being planned.

- Golf cart lease - \$15,000
- Tubing hill tubes - \$12,500
- Gravel for the maintenance garage area - \$15,000
- Microbial pond treatment - \$5,000

RECREATION FUND

The Recreation fund includes Recreation Programming, Special Facilities, and a Maintenance section for the Bartlett Community Center, recreation rental centers, and athletic fields.

Recreation Department: The following are new programs and/or events that will be offered: Full day early childhood day camp, Challenger Soccer Player Clinics & Mini-Kickers, EVP Volleyball Camps, Stage Stars, Guitar Stars, Amigos Spanish Club, Mighty Mathematicians, Pre-Engineering with LEGO WeDo Robotics Camp, Breaking Free From Stress, Chop Chop Kids Cooking Workshop, Monthly teen night, Wii competition, Halloween Make-up class and Zombie Fashion Show, Archery, and Teen Movie Nights.

The Nature Center is adding a full-time position in exchange for their part-time IMRF position.

Website improvements are budgeted for \$20,000 and half of the cost of a new color printer for \$2,650 the balance is from the Special Facilities Department.

In Preschool an additional 13.5 paid in-service hours per preschool staff person was added into this budget.

Special Facilities Department: Budgeting for this department includes Administration, Front Counter, Room and Shelter Rentals, Splash Central, the **LIFECENTER**, the Bartlett Aquatic Center and the Apple Orchard Golf Course.

Special Facilities Administration: Hours for the part-time IMRF position are being reduced and picked up by the part-time non-IMRF positions. One half of the new color copier is budgeted for \$2,650 the balance is being paid by the Recreation Department.

Apple Orchard Golf Course: Green fees were raised by 25¢.

Rentals: Minor adjustments have been made to the fees.

LIFECENTER: Passes were raised by \$6 per year. Year two of the five-year lease for equipment is budgeted for \$16,054.29 and an additional \$28,000 for equipment replacement.

Bartlett Aquatic Center: There were no changes to the fees.

Splash Central: Some of the program fees were raised between \$2 and \$5.

Maintenance in the Recreation Fund: The following items are the most significant changes to the maintenance budget in the Recreation Fund.

- The expenditures for the addition to the Bartlett Aquatic Facility for water, electric, and heat have been increased significantly
- Replacement of two compressor at BCC - \$32,000
- Furniture for the common areas at BCC - \$6,000
- The Oak Room banquet chairs, lighting, and kitchen and bar countertops - \$20,750
- Baseball fence for Community Field 2 - \$5,000

- Koehler Field drinking fountain and shade structure - \$10,000
- Bartlett Aquatic Center rebuild the main filter pump - \$10,000

SPECIAL RECREATION FUND

Our contract with NWSRA for the calendar year is \$245,362.

- Solo rider golf cart for Apple Orchard- \$10,000 – the current solo rider will go to Villa Olivia
- Tallgrass playground - \$15,000
- Koehler Fields Accessible Pathway - \$20,000
- Detectable warnings at Riley’s Run Park - \$5,400
- O’Brien Wood mulch - \$5,000
- NuStep ADA equipment for the LifeCenter - \$7,529
- ADA improvements to the Villa Olivia Banquet Entrance - \$7,000
- Deferred Maintenance Expense - \$61,000

ILLINOIS MUNICIPAL RETIREMENT FUND

Our 2014 calendar year rate is 11.45% compared to 11.78% for calendar year 2013.

SOCIAL SECURITY FUND

The Social Security-Medicare Tax rate is 7.65% of taxable salaries.

AUDIT FUND

This fund is supported entirely from tax dollars.

LIABILITY INSURANCE FUND

This fund pays for the property, liability, and worker’s compensation premiums from PDRMA. Other budgeted items include unemployment expense, some salary expense related to the safety committee and some expenses which are risk management related. The district uses the reimbursement method for unemployment claims as opposed to the payroll tax method.

- Material Containment at Villa Olivia - \$15,000

PAVING AND LIGHTING FUND

The budget includes the following:

- Bike trail improvements
- Ball field lighting
- Pot hole repairs
- A portion of the driveway replacement from Stearns Road to Schrade Gym for \$20,000

Vehicles

Apple Orchard Golf Course

Solo Rider Golf Cart	2014	\$ 10,000.00	21-10-05-560-0100
----------------------	------	--------------	-------------------

Parks Department

Utility Tractor (may trade-in JD 1050 above or keep)	2014	\$ 25,000.00	03-10-80-560-0200
Toro 325-D Rough mower	2014	\$ 14,500.00	01-10-20-560-0100
Fluorescent bulb recycler	2014	\$ 5,000.00	01-10-20-560-0100
Total Vehicles		\$ 54,500.00	

Parks and Playgrounds

*Tallgrass Park
Native Area Maintenance Contract
Various Trails and Bike Paths
Trees for parks*

		\$ 110,000.00	03-10-80-575-0890
	2014	\$ 15,000.00	21-10-05-572-1900
	Annually	\$ 12,000.00	01-10-05-571-1600
	Annually	\$ 10,000.00	26-10-05-571-0835
	Annually	\$ 5,000.00	01-10-20-572-0825
Total Parks and Playgrounds		\$ 152,000.00	

Park Improvements

Bartlett Community Park

Baseball Fence Fabric Community Park #2	2014	\$ 5,000.00	20-12-20-560-0100
---	------	-------------	-------------------

Koehler Fields

Koehler Fields drinking fountain (set up Exp Acct)	2014	\$ 6,000.00	20-12-20-560-0100
Koehler Fields Accessible Pathway	2014	\$ 20,000.00	21-10-05-572-1900
Koehler Fields - Shade Structure	2014	\$ 5,000.00	20-12-20-560-0100

Riley's Run

ADA

Detectable Warnings (3 locations)	2014	\$ 5,400.00	21-10-05-572-1900
-----------------------------------	------	-------------	-------------------

O'Brien Woods

ADA

Mulch	2014	\$ 5,000.00	21-10-05-572-1900
Limb & Tree Removal	2014	\$ 5,000.00	01-10-20-572-0825
Total Park Improvements		\$ 51,400.00	

Facility Repairs and Equipment Replacement

Administration Building

Window Improvement	2014	\$ 7,000.00	01-10-20-575-0802
	2014	\$ 26,000.00	26-10-20-571-0845
AO West Driveway (Stearns to Schrade)	2014	\$ 77,500.00	01-10-20-575-0802

Bartlett Aquatic Center

Rebuild main filter pump #2	2014	\$ 10,000.00	20-12-20-562-0816
-----------------------------	------	--------------	-------------------

Bartlett Community Center

General Area

RTU 1 -	2014	\$ 16,000.00	20-10-20-575-0808
RTU 2 -	2014	\$ 16,000.00	20-10-20-575-0808
Fabric Chairs in Lobby, Raquetball, Upstairs	2013-14	\$ 6,000.00	20-10-20-560-0110

Splash Central

Splash Lockers	2014	\$ 25,000.00	03-10-80-560-0200
----------------	------	--------------	-------------------

Gymnasium

Paint Track Walls	2014	\$ 19,575.00	03-10-80-560-0200
-------------------	------	--------------	-------------------

Oak Room

Lighting	2014	\$ 9,750.00	20-10-20-575-0808
Kitchen & Bar Countertops	2014	\$ 7,000.00	20-70-15-560-0101
100 Banquet Chairs	2013-14	\$ 4,000.00	20-10-20-560-0110

LifeCenter

Running Track Replacement/Repair - LifeCenter	2014	\$ 77,850.00	03-10-80-575-0815
5-Year Equipment Lease beginning 9/2013	2013-2017	\$ 16,054.29	20-70-28-560-0101
NuStep (ADA Equipment)	2014	\$ 7,529.00	21-10-05-560-0100
LifeCenter Equipment Replacement	Annually	\$ 28,000.00	20-70-28-560-0101

Registration Office

Color Copy Machine	2014	\$ 2,650.00	20-70-10-560-0100
Color Copy Machine	2014	\$ 2,650.00	20-30-18-550-0125

Schrade Gym

Match for Grant -02014	2014	\$ 25,000.00	03-10-80-575-0810
------------------------	------	--------------	-------------------

Illinois Dept. of Revenue
History of CPI's Used for the PTELL
01/21/2014

Year	December CPI-U	% Change From Previous	% Use for PTELL	Comments	Levy	Years Taxes Paid
1991	137.900	-				
1992	141.900	2.9%	2.9%		1993	1994
1993	145.800	2.7%	2.7%	(5 % for Cook)	1994	1995
1994	149.700	2.7%	2.7%		1995	1996
1995	153.500	2.5%	2.5%		1996	1997
1996	158.960	3.6%	3.6%		1997	1998
1997	161.300	1.5%	1.5%		1998	1999
1998	163.900	1.6%	1.6%		1999	2000
1999	168.300	2.7%	2.7%		2000	2001
2000	174.000	3.4%	3.4%		2001	2002
2001	176.700	1.6%	1.6%		2002	2003
2002	180.900	2.4%	2.4%		2003	2004
2003	184.300	1.9%	1.9%		2004	2005
2004	190.300	3.3%	3.3%		2005	2006
2005	196.800	3.4%	3.4%		2006	2007
2006	201.800	2.5%	2.5%		2007	2008
2007	210.036	4.08%	4.1%		2008	2009
2008	210.228	0.1%	0.1%		2009	2010
2009	215.949	2.7%	2.7%		2010	2011
2010	219.179	1.5%	1.5%		2011	2012
2011	225.672	3.0%	3.0%		2012	2013
2012	229.601	1.7%	1.7%		2013	2014
2013	233.049	1.5%	1.5%		2014	2015



2014-15 GOALS AND OBJECTIVES- COMBINED *STAFF LISTING*

STAFF	STAFF NAME	POSITION	DEPARTMENT
RF	Rita Fletcher	Executive Director	Administration
SL	Susan Leninger	Superintendent Of Business Services	Business Services
DE	Dale Erdman	Information Technology Manager	Business Services
JK	Judy Kopka	Human Resources Manager	Business Services
PM	Patti Mancini	Accounting Manager	Business Services
PS	Paula Spaniol	Accounting Manager	Business Services
ER	Ed Reidy	Superintendent of Parks & Planning	Parks & Planning
MB	Matt Benning	Parks & Athletic Fields Manager	Parks & Planning
JM	Julie Morgan	Facility Maintenance Manager	Parks & Planning
PP	Pete Pratt	Project, Golf & Landscape Manager	Parks & Planning
JT	Jim Thompson	Facility Maintenance Manager	Parks & Planning
KD	Kimberly Dasbach	Superintendent of Recreation	Recreation
SDF	Scott D. Falli	Recreation Manager	Recreation
SF	Stephanie FitzSimons	Marketing Manager	Recreation
LH	Lynsey Heathcote	Recreation Manager	Recreation
DM	Dan Mitchell	Environmental Education Manager	Recreation
CS	Courtney Suffredin	Recreation Manager	Recreation
SK	Steven Karoliussen	Superintendent of Special Facilities	Special Facilities
KJ	Katie Jablonski	Scheduling Manager	Special Facilities
KK	Kolbe Kasper	Health & Fitness Manager	Special Facilities
DL	Dave Littwin	Aquatics Manager	Special Facilities
AM	Amy McKinley	Office Manager	Special Facilities
PTP	Peter T. Pope	Superintendent of Villa Olivia	Villa Olivia
AI	Alan Ickes	Food & Beverage Manager	Villa Olivia
MM	Mike Mumper	Golf & Ski Grounds Manager	Villa Olivia

STATUS REPORT KEY

COMPLETE	This work is complete, listing month and year of completion.
IN PROGRESS	This work has begun and should be complete this Fiscal Year.
PENDING	This work has not yet started but will be complete this Fiscal Year.
DEFERRED	This project will not be worked on this Fiscal Year, see listed explanation.
ONGOING	These are items which are ongoing activities during the year.

BARTLETT PARK DISTRICT GOALS & OBJECTIVES – 2014-2015

ADMINISTRATION

No.	GOAL	STAFF	COMPLETION	STATUS
1.	Review and update Park District Regulatory Ordinances.	RF	December 2014	
2.	Work with Board of Commissioners to update Master Plan.	RF	March 2015	

BUSINESS SERVICES

No.	GOAL	STAFF	COMPLETION	STATUS
1.	Prepare an RFP for Banking Services for the Park District.	PM	November 2014	
2.	Scan W-9 forms from vendors into the Smart Fusion Accounts Payable system.	PM	March 2015	
3.	Implement E-Verify in the employment process.	JK	January 2015	
4.	Update the Cafeteria Plan document.	JK	November 2014	
5.	Implement the new Smart Fusion Time and Attendance System throughout the entire District.	PS	April 2015	
6.	Create new District-wide payroll procedures regarding the new Smart Fusion timekeeping system.	PS	February 2015	
7.	Research the capability of configuring Villa's new golf pumps onto our network for the maintenance office to monitor the pumps from their office computers.	DE	March 2015	
8.	Connect the new ski software pumps into our network for the maintenance office to monitor the pumps from their office computers.	DE	September 2014	
9.	Investigate the equipment and software costs for anytime, anywhere real-time access to the RecTrac / Siriusware database from any internet browser (using your smart phone, computer, laptop or tablet). Quick activity pass Visit Check-in at the pool or ski lodge.	DE	February 2015	
10.	Investigate remote wireless credit card capabilities for remote sales using RecTrac and Siriusware applications.	PM, DE	April 2016	
11.	Prepare different reports for each department in the Smart Fusion software.	SL	January 2015	
12.	Provide additional training to Managers on custom reports in the Smart Fusion software.	SL	November 2014	

PARKS & PLANNING

No.	GOAL	STAFF	COMPLETION	STATUS
1.	Create pruning safety and training standards into our parks and golf procedures manual.	PP	August 2014	
2.	Create a maintenance standard for the Apple Orchard Golf Course turf.	PP	November 2014	
3.	Create a master list – location, size and type (wetland, prairie...) of BPD native areas.	PP	April 2015	
4.	Create phase one of site-specific playground inspection forms.	MB	April 2015	
5.	Create maintenance standards for playgrounds, sports fields, and general park areas.	MB	November 2014	
6.	Place field conditions updates on social media.	MB	August 2014	
7.	Investigate options to improve building envelope (windows, walls, ceiling insulation) for heat and air conditioning loss and inefficiencies.	JT	November 2014	
8.	Create a calendar for building maintenance tasks (monthly, seasonally, quarterly, annually).	JT	April 2015	
9.	Evaluate the efficiency of the Administration Building HVAC system and report on possible options.	JT	August 2014	
10.	Develop and implement a customized cleanliness inspection checklist for the BCC.	JM	April 2015	
11.	Create a maintenance standard for routine building maintenance tasks.	JM	November 2014	
12.	Investigate contracting out custodial services for Schrade, BAC, AO Golf clubhouse, Admin. Building, Log Cabin, and Parks offices.	JM	August 2014	
13.	Using “Instagram” or a similar social media site, create a photo bulletin board of park projects.	ER	November 2014	
14.	Inventory, organize, and list BPD construction documents.	ER	April 2015	

RECREATION

No.	GOAL	STAFF	COMPLETION	STATUS
1.	Investigate the feasibility of offering a full day year-round preschool program.	CS	February 2015	
2.	Utilize YouTube for staff trainings and Pinterest for project ideas for camps/preschool.	CS	June 2014	
3.	Develop an anti-bullying policy and positive reinforcement program.	CS, KD	October 2014	
4.	Create and maintain a Nature Center Facebook page.	DM	February 2015	
5.	Create a scout badge blitz program. (Badge blitz is where we would set up a special badge event for a day, in 5-6 areas where boys or girls may earn badges throughout the day.)	DM	August 2014	
6.	Create new STEM (science, technology, engineering and math) curriculum for schools, homeschools, and scouts.	DM	December 2014	

7.	Hold marketing trainings once a quarter to cover social media and other marketing opportunities.	SF	March 2015	
8.	Incorporate NRPA initiatives and programs into BPD marketing. (July Park & Recreation Month, NRPA's Three Pillars of Recreation, The Dirty Dozen, etc.)	SF	December 2014	
9.	Oversee the website redesign and micro-website projects.	SF	April 2015	
10.	Investigate other program options we could offer for Softball and Basketball.	SDF	March 2015	
11.	Develop and implement a marketing plan to increase girls' participation in basketball.	SDF	September 2014	
12.	Plan sponsorship and promote for the Positive Coaching Alliance Parent Workshop to maximize attendance at the event and offset costs.	LH	September 2014	
13.	Investigate ways to increase and retain girls' participation in our soccer and volleyball leagues, with a focus on the older divisions.	LH	March 2015	
14.	Run a holiday event at Schrade Gym inviting vendors, local businesses and crafters to rent a table and sell their product.	LH	December 2014	
15.	Create and maintain a Facebook page for youth athletics to promote youth athletic programs, leagues, and deadlines.	LH, SDF	January 2015	
16.	Investigate and evaluate the way we offer theatre programs.	KD	December 2014	
17.	Investigate and evaluate the structure, including equipment, tools, and staffing levels of the Marketing area.	KD	March 2015	
18.	Investigate and take action to strongly position us to meet the criteria for the Power Play Grant.	KD	February 2015	

SPECIAL FACILITIES

No.	GOAL	STAFF	COMPLETION	STATUS
1.	Explore revamping the Taste of Bartlett event to increase participation and maximize the marking of Park District facilities.	SK	November 2014	
2.	Explore the feasibility of using Groupon or other Social Media sources to market departmental facilities.	SK	January 2015	
3.	Research and incorporate using Pinterest as a marketing tool for the Oak Room and other rentals.	KJ	July 2014	
4.	Develop several standardized floor plans that will assist renters and reduce time staff spends setting up rooms.	KJ	October 2014	
5.	Use the new FormWerx website feature to create more user-friendly online rental request forms.	KJ	January 2015	
6.	Investigate the feasibility and implementation of selling memberships and punch cards online.	KK	September 2014	
7.	Achieve Certified Park and Recreation Professional certification.	KK	November 2014	

8.	Increase LIFECENTER's new annual memberships by 5%.	KK	January 2015	
9.	Increase the activity for Splash Central and Bartlett Aquatic Center Facebook pages by initiating advertising and expanding media uploads, etc.	DL	September 2014	
10.	Achieve Certified Park and Recreation Professional certification.	DL	February 2015	
11.	Investigate procedures to utilize email or text messaging within RecTrac as a communication link with program participants.	AM	September 2014	
12.	Investigate the benefits and costs of implementing punch cards that are linked to a "pass" for fitness flex passes, lap swim, and KidStop.	AM	January 2015	
13.	Investigate the costs and benefits of transitioning from paper Gift Certificates to Gift Cards for improved accuracy and tracking in RecTrac.	AM	April 2015	

VILLA OLIVIA

No.	GOAL	STAFF	COMPLETION	STATUS
1.	Develop a Marketing and Promotions Plan and Calendar for Golf, Banquet, and Ski operations.	PTP	July 2014	
2.	Investigate "Secret Shop" or Customer Feedback/Evaluation system for Golf, Banquet, and Ski operations.	PTP	October 2014	
3.	Develop Villa Olivia "Micro Websites" for Golf, Banquet, and Ski.	PTP	January 2015	
4.	Investigate and document costs of dredging of Irrigation Pond.	MM	July 2014	
5.	Investigate and document costs of replacement of new Ski Hill lighting plan.	MM	October 2014	
6.	Investigate and document costs of replacement of three tow rope towers (3/4, 5/6, and 11/12)	MM	January 2015	
7.	Oversee full implementation and use of CBORD EventMaster Banquet planning software.	AI	June 2014	
8.	Develop a specific marketing strategy to promote lunch, banquets, and brunch to surrounding neighborhood, area churches, and local businesses/industry.	AI	July 2014	
9.	Redesign menu graphically to identify healthy, low calorie, heart-healthy, gluten-free, etc. items.	AI	November 2014	

Bartlett Park District

Mission, Vision and Core Values

Mission Statement:

We Create Fun!...by providing the finest in Parks, Programs, and Recreational Facilities for our community.

Vision Statement:

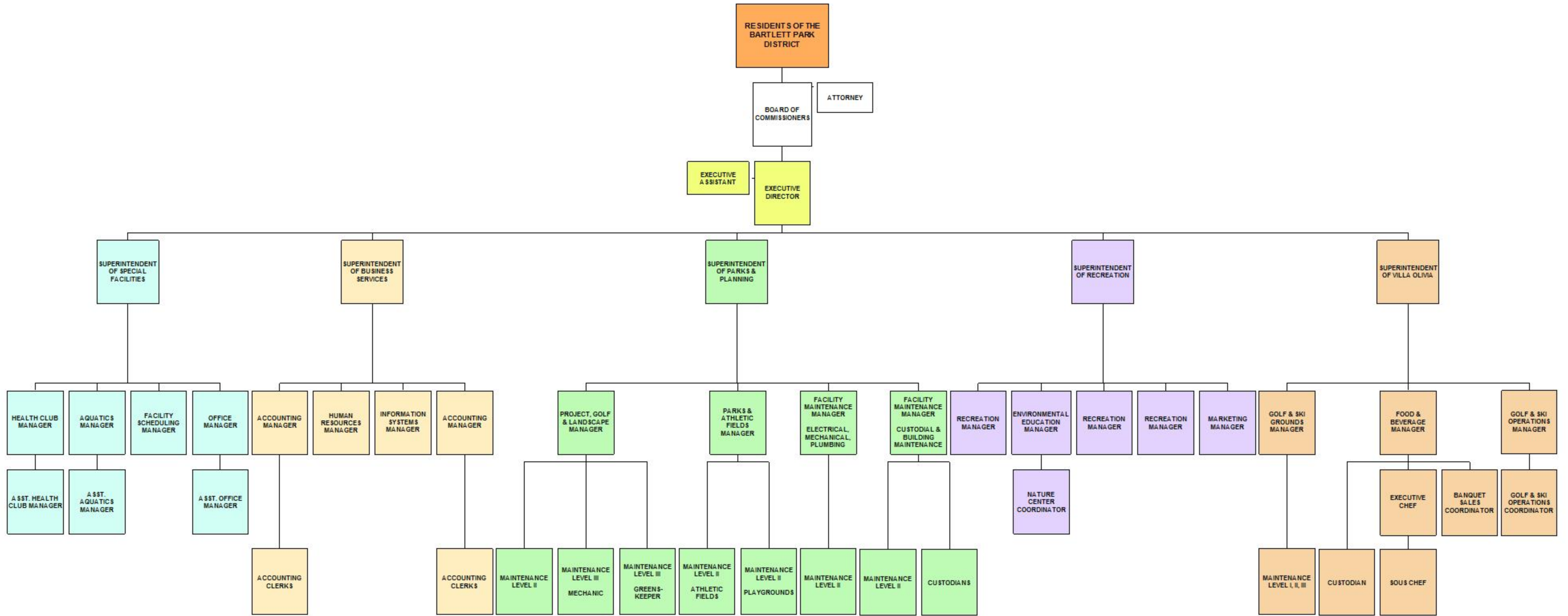
We thrive on creating lasting memories for our residents and their families by enthusiastically responding to and serving their recreational and leisure needs.

Core Values Statement:

Our Core Values guide our organization in everything we do. They represent who we are and what we believe. They do not change with trends or fads and they define what we stand for, in good times and bad.

- We are committed to ***servicing our community*** by operating with the highest principals of honesty, character, integrity, accountability and fairness.
- We will strive to ***excel in all areas of operation***, learn from our mistakes, challenges ourselves, persevere and show courage in times of adversity.
- We strive to ***continually improve our resident's quality*** of life by providing ample open space and a wide variety of recreational programs based on the input of our diverse residents.
- We will strive to ***maintain and preserve all our parks and facilities*** to the highest quality standards of safety, usefulness and beauty.
- We will ***partner with volunteers and interested groups*** to encourage their support and advocacy, leverage our resources, manage our costs, and maximize the value of our parks and recreational programs.
- We will responsibly ***manage our fiscal resources*** to assure our ability to maintain our facilities, implement our long-term capital plan, and provide valued recreational programs.

BARTLETT PARK DISTRICT 2014-2015 -- FULL-TIME EMPLOYEES ORGANIZATIONAL CHART



BARTLETT PARK DISTRICT - FULL TIME SALARY RANGES

ADMINISTRATION	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
Executive Director	—	—	—	—
Executive Assistant	\$36,000	\$54,500	\$36,000	\$54,500

BUSINESS SERVICES	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
Superintendent; Business Services	\$65,000	\$96,000	\$65,000	\$96,000
Information Technology Manager	\$45,000	\$73,500	\$45,000	\$73,500
Accounting Manager	\$35,000	\$55,500	\$35,000	\$55,500
Human Resources Manager	\$40,000	\$60,000	\$40,000	\$60,000
Accounting Clerk	\$13.75	\$20.25	\$13.75	\$20.25

PARKS	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
Superintendent; Parks and Planning	\$65,000	\$96,000	\$65,000	\$96,000
Parks Manager	\$40,000	\$60,000	\$45,000	\$73,500
Facility Maintenance Manager	\$40,000	\$60,000	\$40,000	\$60,000
Maintenance Level III	\$15.50	\$25.50	\$15.50	\$25.50
Maintenance Level II	\$14.25	\$20.25	\$14.25	\$20.25
Maintenance Level I	\$12.00	\$14.00	\$12.00	\$14.00
Custodian	\$12.00	\$20.00	\$12.00	\$20.00

SPECIAL FACILITIES	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
Superintendent; Special Facilities	\$65,000	\$96,000	\$65,000	\$96,000
Facility Managers	\$40,000	\$60,000	\$40,000	\$60,000
Scheduling Manager	\$35,000	\$55,500	\$35,000	\$55,500
Office Manager	\$35,000	\$55,500	\$35,000	\$55,500
Assistant Facility Managers	\$31,000	\$41,500	\$31,000	\$41,500
Assistant Office Manager	\$31,000	\$41,500	\$31,000	\$41,500

RECREATION	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
Superintendent; Recreation	\$65,000	\$96,000	\$65,000	\$96,000
Marketing Manager	\$40,000	\$60,000	\$40,000	\$60,000
Environmental Education Manager	\$40,000	\$60,000	\$40,000	\$60,000
Nature Center Coordinator	N/A	N/A	\$30,000	\$41,000
Recreation Manager	\$40,000	\$60,000	\$40,000	\$60,000

VILLA OLIVIA	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
Superintendent; Villa Olivia	\$65,000	\$96,000	\$65,000	\$96,000
Golf & Ski Grounds Manager	\$40,000	\$60,000	\$40,000	\$60,000
Maintenance Level III	\$15.50	\$25.50	\$15.50	\$25.50
Maintenance Level II	\$14.25	\$20.25	\$14.25	\$20.25
Maintenance Level I	\$12.00	\$14.00	\$12.00	\$14.00
Golf & Ski Operations Coordinator	\$30,000	\$41,000	\$30,000	\$41,000
Food & Beverage Manager	\$40,000	\$60,000	\$40,000	\$60,000
Chef	\$40,000	\$60,000	\$45,000	\$73,500
Sous Chef	\$35,000	\$48,000	\$35,000	\$48,000
Custodian	\$12.00	\$20.00	\$12.00	\$20.00
Banquet Sales Coordinator	\$30,000	\$41,000	\$30,000	\$41,000

BARTLETT PARK DISTRICT - PART TIME SALARY RANGES

JOB TITLE	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
*****ADMINISTRATION*****				
Recording Secretary	\$ 18.00	\$ 25.00	\$ 18.00	\$ 25.00
Safety Coordinator	\$ 2,400.00	\$ 2,850.00	\$ 2,400.00	\$ 2,850.00
*****BUSINESS SERVICES*****				
IT Assistant	\$ 13.25	\$ 17.00	\$ 13.25	\$ 17.00
Accounting Clerk	\$ 8.25	\$ 11.20	\$ 8.25	\$ 11.20
HR Assistant	\$ 10.15	\$ 15.25	\$ 10.15	\$ 15.25
*****PARKS DEPARTMENT*****				
Parks Office Assistant	\$ 13.25	\$ 18.00	\$ 13.25	\$ 18.00
Custodian	\$ 8.25	\$ 14.50	\$ 8.25	\$ 14.50
Parks Crew Leader/Equipment Operator	\$ 9.50	\$ 14.25	\$ 9.50	\$ 14.25
Parks Dept./Golf & Ski Laborers	\$ 8.25	\$ 11.00	\$ 8.25	\$ 11.00
*****SPECIAL FACILITIES DEPARTMENT*****				
REGISTRATION OFFICE				
Registration Office Assistant	\$ 10.15	\$ 15.25	\$ 10.15	\$ 15.25
Registration Clerk II	\$ 9.15	\$ 14.25	\$ 9.15	\$ 14.25
Registration Clerk I	\$ 8.25	\$ 11.20	\$ 8.25	\$ 11.20
RENTAL/FACILITY				
Rental Site Supervisor	\$ 12.20	\$ 15.25	\$ 10.15	\$ 15.25
Bartender	\$ 12.20	\$ 15.25	\$ 9.15	\$ 14.25
Coordinators (ie. Party Place, Rental, etc)	\$ 10.70	\$ 14.75	\$ 8.25	\$ 11.20
BCC Building Supervisor	\$ 8.65	\$ 13.70	\$ 8.65	\$ 13.70
Party Place Staff	\$ 8.25	\$ 10.00	\$ 9.15	\$ 14.25
Theater Tech	N/A	N/A	\$ 15.00	\$ 20.00
Gym Rental Staff	\$ 8.25	\$ 10.00	\$ 8.25	\$ 11.20
LIFECENTER HEALTH CLUB				
Personal Trainers	As Negotiated		\$ 18.00	\$ 30.00
Specialty Program Instructors	As Negotiated		\$ 20.00	\$ 45.00
Personal Trainers - Group Rate	1.5 x regular rate		1.5 x regular rate	
Flex Class Instructors	\$ 15.25	\$ 24.40	\$ 15.25	\$ 30.00
Supervisors (ie. Health Club, Kid's Stop, etc)	\$ 9.15	\$ 14.25	\$ 9.15	\$ 14.25
Front Counter Staff	\$ 8.25	\$ 11.20	\$ 8.25	\$ 11.20
Kid's Stop Staff	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
AQUATICS AREA				
Private Swim Instructor (per class)	\$ 9.00	\$ -	\$ 9.00	\$ 9.50
Custom Private Swim Instructor (per Class)	N/A		\$ 10.50	\$ 10.50
Aquatics Coach (Swim Team, Diving Team, etc.)	\$ 10.70	\$ 20.30	\$ 10.70	\$ 20.30
Special Aquatics Instructor(Diving/Synchro)	\$ 12.00	\$ 23.00	\$ 12.00	\$ 23.00
Pool Supervisor	\$ 10.00	\$ 14.25	\$ 10.00	\$ 14.25
Swim Lessons Coordinator	\$ 9.25	\$ 14.25	\$ 9.25	\$ 14.25
Assistant Aquatics Coach	\$ 8.65	\$ 13.70	\$ 8.65	\$ 13.70
Head Lifeguard	\$ 9.00	\$ 11.25	\$ 9.00	\$ 11.25
Lifeguards	\$ 8.25	\$ 10.50	\$ 8.25	\$ 10.50
Lifeguard Instructor	\$ 10.00	\$ 14.25	\$ 10.00	\$ 14.25
Swim Instructors	\$ 8.25	\$ 10.50	\$ 8.25	\$ 10.50
Deck Attendant	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Pool & Concessions Cashier	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Concession Supervisor	\$ 10.00	\$ 14.25	\$ 10.00	\$ 14.25
Concession Stand Attendant	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
GOLF				
Golf Clubhouse Supervisor	\$ 11.00	\$ 15.00	\$ 11.00	\$ 15.00
Assistant Clubhouse Supervisor	\$ 9.75	\$ 11.75	\$ 9.75	\$ 11.75
Front Counter Staff	\$ 8.25	\$ 11.20	\$ 8.25	\$ 11.20
Golf Lessons Instructor (per Class)	As Negotiated		As Negotiated	
Private Golf Lessons (per Class)	As Negotiated		As Negotiated	
Private Group Lessons (per Class)	As Negotiated		As Negotiated	
*****RECREATION DEPARTMENT*****				
NATURE CENTER				
Nature Center Instructor	\$ 8.65	\$ 13.70	\$ 8.65	\$ 13.70
Nature Center Office Staff	\$ 8.25	\$ 11.20	\$ 8.25	\$ 11.20
Nature Center Building Attendant	\$ 8.25	\$ 11.50	\$ 8.25	\$ 11.50
Nature Center Custodian	\$ 8.25	\$ 14.50	\$ 8.25	\$ 14.50
Animal Care Staff	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
SCHOOL				

JOB TITLE	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
SCHOOL				
Preschool Coordinator	\$ 14.00	\$ 20.00	\$ 14.00	\$ 20.00
Preschool Teacher	\$ 11.00	\$ 16.00	\$ 11.00	\$ 16.00
Preschool Assistant	\$ 9.00	\$ 11.50	\$ 9.00	\$ 11.50
CAMPS (ie. Day Camp, Sports Camp, Nature Center, etc)				
Camp Coordinator	\$ 9.75	\$ 14.25	\$ 9.75	\$ 14.25
Camp Site Supervisor	\$ 8.75	\$ 13.70	\$ 8.75	\$ 13.70
Camp Counselor	\$ 8.25	\$ 10.15	\$ 8.25	\$ 10.15
AFTER SCHOOL PROGRAM				
After School Recreation Site Supervisor	\$ 9.15	\$ 14.25	\$ 9.15	\$ 14.25
After School Recreation Staff	\$ 8.25	\$ 10.15	\$ 8.25	\$ 10.15
SPORTS/ATHLETICS STAFF				
Soccer Referee (Certified)/game	\$ 18.00	\$ 25.00	\$ 18.00	\$ 25.00
Softball Umpire (per game)	\$ 16.00	\$ 25.00	\$ 16.00	\$ 25.00
Volleyball Official (Certified)/per game	\$ 20.00	\$ 25.00	\$ 20.00	\$ 25.00
Volleyball Official (Uncertified)/per game	\$ 15.00	\$ 20.00	\$ 15.00	\$ 20.00
Basketball Official (per game)	\$ 28.00	\$ 38.00	\$ 28.00	\$ 38.00
Sports Coordinators (ie. Soccer, Softball, etc)	\$ 9.15	\$ 14.25	\$ 9.15	\$ 14.25
Gym Rental Coordinator	\$ 12.20	\$ 16.75	\$ 12.20	\$ 16.75
Field Supervisor	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Sports Scorekeeper	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Youth Sports Programs	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Gym Rental Staff	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Open Gym Staff	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
MISC. RECREATION PROGRAMS				
Program Instructors	As Negotiated		As Negotiated	
Marketing Assistant	\$ 12.20	\$ 16.75	\$ 12.20	\$ 16.75
Theater Tech	\$ 15.00	\$ 20.00	\$ 15.00	\$ 20.00
Bus Driver (Trips)	\$ 9.00	\$ 12.00	\$ 9.00	\$ 12.00
Trip Supervisor	\$ 9.00	\$ 12.00	\$ 9.00	\$ 12.00
Special Event Staff	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Co-Op Workers	\$ 8.25	\$ 8.50	\$ 8.25	\$ 8.50
Orientation/District-wide Training/Meetings	\$ 8.25	\$ 8.25	\$ 8.25	\$ 8.25
*****VILLA OLIVIA*****				
SKI OPERATIONS				
Ski Office/Rental Office Coordinator	\$ 14.00	\$ 20.00	\$ 14.00	\$ 20.00
Ski Office Supervisor	\$ 9.15	\$ 14.25	\$ 9.15	\$ 14.25
Ski Office Clerk	\$ 8.25	\$ 11.20	\$ 8.25	\$ 11.20
Ski Rental Supervisor	N/A	N/A	\$ 9.15	\$ 14.25
Ski Rental Attendant	\$ 8.25	\$ 11.20	\$ 8.25	\$ 11.20
Ski Hill Coordinator	\$ 10.70	\$ 14.75	\$ 10.70	\$ 14.75
Ski Hill Supervisor	\$ 9.15	\$ 14.25	\$ 9.15	\$ 14.25
Chair Lift, Tow Rope, & Tube Hill Operator	\$ 8.25	\$ 10.50	\$ 8.25	\$ 10.50
Ski School Coordinator	\$ 14.00	\$ 20.00	\$ 14.00	\$ 20.00
Ski School Supervisor	\$ 9.15	\$ 18.00	\$ 9.15	\$ 18.00
Ski & Snow Board Instructor	\$ 9.00	\$ 18.00	\$ 9.00	\$ 18.00
Ski Lodge Custodian	N/A	N/A	\$ 8.25	\$ 14.50
Ski Patrol	\$ 9.00	\$ 14.00	\$ 9.00	\$ 14.00
FOOD & BEVERAGE				
Banquet Captain	\$9.15 - \$14.25 + Service Charge		\$9.15 - \$14.25 + Service Charge	
Banquet Server	\$4.95 + Service Charge		\$4.95 + Service Charge	
Banquet Busser/Runner	\$8.25 + Service Charge		\$8.25 + Service Charge	
Banquet Bartender	\$8.25 - \$10.00 + Service Charge		\$8.25 - \$10.00 + Service Charge	
Prep Cook	\$ 8.25	\$ 11.50	\$ 8.25	\$ 11.50
Line Cook	\$ 9.00	\$ 12.00	\$ 9.00	\$ 15.00
Dishwasher	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Brunch Host/Hostess	\$9.15	\$14.25	\$9.15	\$14.25
Brunch/Dining Room Server	\$4.95 + Tips		\$4.95 + Tips	
Dining Room & Brunch Busser/Runner	\$8.25 + Tips		\$8.25 + Tips	
Dining Room Bartender	\$8.25 - \$10.00 + Tips		\$8.25 - \$10.00 + Tips	
Bar & Ski Café Supervisor	\$ 10.00	\$ 13.00	\$ 10.00	\$ 13.00
Ski Café Cashier/Runner	\$ 8.25	\$ 12.00	\$ 8.25	\$ 12.00
1/2 Way House	\$8.25 - \$10.00 + Tips		\$8.25 - \$10.00 + Tips	
Beer Cart	\$8.25 - \$10.00 + Tips or Service Charge		\$8.25 - \$10.00 + Tips or Service Charge	
Laundry	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Special Event Staff	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00

JOB TITLE	2013-14		2014-15	
	Minimum	Maximum	Minimum	Maximum
SALES				
Banquet Sales Assistant	\$ 12.00	\$ 18.00	\$ 12.00	\$ 18.00
General Office Sales Clerk (Clerk II)	\$ 9.15	\$ 14.25	\$ 9.15	\$ 14.25
Ski Promotions	\$ 12.00	\$ 18.00	\$ 12.00	\$ 18.00
GOLF & SKI GROUNDS				
Equipment Operator	\$ 9.50	\$ 14.25	\$ 9.50	\$ 14.25
Golf & Ski Laborers	\$ 8.25	\$ 11.00	\$ 8.25	\$ 11.00
GOLF AT VILLA OLIVIA				
Front Counter Staff	\$ 8.25	\$ 11.20	\$ 8.25	\$ 11.20
Ranger/Starter	\$ 8.25	\$ 10.00	\$ 8.25	\$ 10.00
Golf Lessons Instructor (per Class)	<i>As Negotiated</i>		<i>As Negotiated</i>	
Private Golf Lessons (per Class)	<i>As Negotiated</i>		<i>As Negotiated</i>	
Private Group Lessons (per Class)	<i>As Negotiated</i>		<i>As Negotiated</i>	
GOLF & SKI OPERATIONS				
Golf & Ski Office Assistant	\$ 12.00	\$ 18.00	\$ 12.00	\$ 18.00
Board Approved 3/18/2014				