

**Village of Shorewood Hills
Pool Committee Minutes
Monday, May 2, 2022
DRAFT**

The meeting was called to call to order by Mark Lederer at 7:02 pm

The following members of the Pool Committee were virtually (Zoom) present: Mark Lederer, Mark Soderberg, Dana Hellgren, Kip Schick, and Lois Polenz. Also in attendance were Sharon Eveland and Amanda Ellmaker.

Eveland noted that the meeting had been properly posted.

There were no nominations for a new committee chair. Since hearing none, it will be posted on the agenda next month.

Pool Manager, Amanda Ellmarker, gave an update on the pool status. Staff has been finalized and the staff list has been shared with Eveland and David Sykes. She has enlisted the help of staff to get the pool prepped. There are a few more repairs before the pool can be filled.

Eveland gave an update regarding membership and program registrations. The online system was disabled to avoid late fees being assessed. PerfectMind will find solutions to the issues with registrations from this year for next season. Schick made a motion to suspend late fees for the 2022 season, seconded by Hellgren. Motion carried.

Lederer discussed the Badger Aquatics agreement. His recommendations are to increase the per lane/per hour fee to \$12.50 from \$12.00 and post season rental to \$312.00 from \$300.00 per week, about a 4% increase. Also, to have Badger Aquatics help with some of the operating expenses. Schick made a motion to recommend approval by the Village Board of Trustees of the agreement as presented, seconded by Polenz. Motion carried.

Ellmaker discussed possibly renting the pool to West High School for 15 days in August due to construction on their pool. Practices would be from 7:00 am – 9:30 am.

Eveland gave an overview of the grant applications. Donations are very low this year possibly due to the shift to online membership signup. Funds may need to come from the fund balance. Only \$103.00 has been donated so far. Ellmaker stated there are 17 grant applications. If we were to give 50% to everyone that would be \$5,692.50. The committee had a discussion regarding who should review and approve grant applications. Lederer made a motion that the Pool Committee approves the delegation to the Village Administrator of the review and approval of pool grant applications subject to the cap set by the Pool Committee as to the amount of the total funding and not refer it back to the Pool Committee, seconded by Schick. Motion carried. Schick made a motion that the Pool Committee authorizes up to \$6,000.00 in 2022 for the grant program using the pool fund balance, seconded by Soderberg. Motion carried.

Lederer reminded the committee that there will be several vacancies.

The committee did not enter into closed session to discuss compensation for Erik Johnson and Chris Carbon. Johnson and Carbon have proposed pay of \$4,000.00 annually each and complimentary family pool passes. The committee supports this arrangement to retain both Johnson and Carbon.

Lederer discussed setting a regular meeting date for each month. Eveland suggested the Thursdays before the Village Board of Trustees meeting at 7:00 pm. The committee agreed that Wednesdays or Thursdays will work. Eveland will check the meeting calendar and email to the committee asking for input on what day works best for most.

Schick brought up he would like a discussion at an upcoming meeting about the 2023 All City Dive championship and 2024 All City Swim championship. Lederer said he would like this to be a part of the standing agenda for an update each month.

The meeting adjourned at 8:30 pm.

Respectfully Submitted,
Chrissy Kahl
Deputy Clerk-Treasurer

Financial Snapshot

- 12/31/21 Ending Fund Balance - \$273,258
- EOY Estimates (Rough)
 - Expenses - \$600,000
 - Revenues - \$690,000
 - Surplus of \$90,000
- Capital Needs Cost Estimate - \$260,000
 - Pool Line Estimate - \$130,000
 - Parking Lot - \$130,000
 - Starting Blocks (Village Share)- 22,000
- Projected 2022 Fund Balance - \$363,000
- Projected Capital Costs - \$288,000
- Balance of \$75,000

Notes:

GL Report does not include any PM credit card transactions or concession sales as those journal entries have not been done yet.

Recommendation: To move forward with pool liner as soon as feasible and to consider parking lot as a late Spring 2023 project depending on financial review to be completed in December.

Report Criteria:

Display Actual Type Amounts
 Include all accounts
 Page and Total by FUND
 All Segments Tested for Total Breaks
 [Report] Account Number = "210111111"-21041592009000"

excludes credit card rev for membership fees / program fees & concession revenue

Account Number	Title	Beginning Balance	Debit	Credit	Ending Balance
210-111111	CASH	275,069.56	12,354.69	304,625.38-	17,201.13-
210-133100	ACCOUNTS RECEIVABLE	.00	.00	.00	.00
210-211100	ACCOUNTS PAYABLE	.00	120,399.65	120,783.50-	383.85-
210-211111	ACCRUED PAYROLL	1,880.80-	1,881.07	.00	.27
210-211599	P/R ALLOCATED TO OTHER FUNDS	.00	.00	.00	.00
210-244210	SALES TAX DUE STATE	69.09	508.77	496.73-	81.13
210-341000	FUND BALANCE - RESERVED	.00	.00	.00	.00
210-342000	POOL GRANT DONATIONS	3,113.00-	.00	.00	3,113.00-
210-343000	UNRESERVED/UNDESIGNATED BAL	270,144.85-	.00	.00	270,144.85-
210-41-46734	DAILY ADMISSIONS RECD FR POOL	.00	31.57	574.00-	542.43-
210-41-46750	MEMBERSHIP FEES	.00	684.12	8,457.50-	7,773.38-
210-41-46751	SWIM/DIVE/BALLET TEAM REG FEES	.00	.00	405.00-	405.00-
210-41-46752	CONCESSION SALES	.00	.00	.00	.00
210-41-48100	INTEREST INCOME	.00	.00	.00	.00
210-41-48200	RENT: PRIVATE CLUBS	.00	.00	.00	.00
210-41-48300	LIFEGUARD CLASSES	.00	.00	.00	.00
210-41-48400	INSURANCE CLAIMS RECOVERIES	.00	.00	.00	.00
210-41-48500	MEMBERSHIP GRANT DONATIONS	.00	.00	.00	.00
210-41-48600	BUILD AMERICA BOND SUBSIDY	.00	.00	.00	.00
210-41-48900	MISCELLANEOUS REVENUES	.00	.00	25.00-	25.00-
210-41-49200	TRANSFER FROM OTHER FUNDS	.00	.00	.00	.00
210-41-49300	FUND BALANCE APPLIED	.00	.00	.00	.00
210-41-51510-1100	ADMINISTRATION SALARIES	.00	19,326.82	1,489.92-	17,836.90
210-41-51510-1500	ADMINISTRATION BENEFITS	.00	6,131.98	351.56-	5,780.42
210-41-51510-2100	AUDIT EXPENSES	.00	.00	.00	.00
210-41-51510-3150	ADMINISTRATION OFFICE EXPENSES	.00	10,896.03	.00	10,896.03
210-41-51510-3490	CREDIT CARD FEES	.00	.00	.00	.00
210-41-51601-3490	BLDG OPERATING EXPENSES	.00	543.39	.00	543.39
210-41-51601-3560	BLDG REPAIR & MAINTENANCE	.00	1,549.69	.00	1,549.69
210-41-55420-1100	POOL SALARIES	.00	139,569.51	.00	139,569.51
210-41-55420-1101	DPW SALARIES	.00	6,091.26	389.75-	5,701.51
210-41-55420-1500	POOL BENEFITS	.00	9,517.26	.00	9,517.26
210-41-55420-1501	DPW BENEFITS	.00	2,268.02	62.15-	2,205.87
210-41-55420-2100	PROFESSIONAL SERVICES	.00	.00	.00	.00
210-41-55420-2230	STORMWATER CHARGE	.00	130.00	.00	130.00
210-41-55420-2250	TELEPHONE	.00	695.57	.00	695.57
210-41-55420-2260	GAS & ELECTRIC	.00	1,078.66	.00	1,078.66
210-41-55420-2270	WATER & STORMWATER FEES	.00	7,639.34	.00	7,639.34
210-41-55420-2400	POOL MAINTENANCE	.00	8,715.35	.00	8,715.35
210-41-55420-3150	POOL STAFF: OFC SPLY & EXP	.00	770.24	.00	770.24
210-41-55420-3460	POOL STAFF: UNIFORMS	.00	7,199.55	.00	7,199.55
210-41-55420-3490	POOL OPERATING EXPENSES	.00	17,844.98	460.64-	17,384.34
210-41-55420-3491	POOL ADMINISTRATION OPER EXP	.00	615.25	1,140.00-	524.75-
210-41-55420-3492	CONCESSIONS	.00	12,504.40	.00	12,504.40
210-41-55420-3493	SPECIAL EVENTS EXPENSE	.00	600.00	.00	600.00
210-41-55420-3494	SWIM/DIVE/BALLET EXPENSES	.00	29.16	.00	29.16
210-41-55420-3560	POOL REPAIR & MAINT EXP	.00	50,521.53	.00	50,521.53
210-41-55420-5101	INSURANCE: LIABILITY	.00	.00	.00	.00
210-41-55420-5102	INSURANCE: PROPERTY	.00	.00	.00	.00

Account Number	Title	Beginning Balance	Debit	Credit	Ending Balance
210-41-55420-5300	RENT	.00	.00	.00	.00
210-41-55420-9000	CONTINGENCY ACCOUNT	.00	.00	.00	.00
210-41-57600-8100	POOL CAPITAL EQUIPMENT	.00	.00	.00	.00
210-41-57600-8200	POOL CAPITAL IMPROVEMENTS	.00	.00	.00	.00
210-41-59200-9000	TRANSFERS TO OTHER FUNDS	.00	.00	.00	.00
Total POOL SPECIAL REVENUE FUND:		.00	440,097.86	439,261.13-	836.73
Grand Totals:		.00	440,097.86	439,261.13-	836.73

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