

**Village of Shorewood Hills  
Pool Committee Minutes  
August 8, 2023 – 5:30 pm  
Location: Virtual via Zoom**

1. **Call to Order:** The meeting was called to order by Chair Mark Lederer at 5:30 pm. Members present: Mark Lederer, Dana Hellgren, Scott McKinney, Karen Rebholz, and Kip Schick.  
Also in Attendance: Administrator Sharon Eveland and Clerk-Treasurer Julie Fitzgerald
  - a. **Note compliance with open meeting law:** Eveland confirmed that the meeting had been properly posted.
2. **Approve Minutes:** M/S Schick/McKinney to approve the minutes from the May 22 and June 26, 2023, meetings as presented. Motion carried.
3. **Pool Manager's Report:** No report.
4. **Discussion regarding All-City Swim Meet preparation and related issues:** McKinney updated the committee on All-City Swim Meet preparations. Everything is progressing well and as planned. The committee also discussed concerns about installing bleachers in the pool for the meet and how it would affect the liner. This is only one option and other ideas are being considered.
5. **Discussion regarding landscaping plan for sewer main project around the pool area:** Eveland told the committee that there is an update to the landscaping plans as presented in the packet. She is meeting next week with MMSD to discuss the replanting plan. The current landscaping will need to be removed for the sewer project. The exact timing is still being discussed.
6. **Discussion/possible action regarding pool manager position/search and job description:** Current Pool Manager Amanda Ellmaker will not be returning next year. Eveland recommends making this a full-time position with benefits due to difficulty in hiring someone. The position would not be utilized for non-pool tasks. It would be expected that the hours would be limited in the winter months but would be more intense during the summer season. McKinney agreed with Eveland. Eveland would like to hire someone by December or before. Rebholz asked about the financial effects of hiring someone full-time and what it would do to membership costs. Eveland said she would need to research wages more, but that the impact should be minimal to the pool budget as the full-time person would be able to take on some of the tasks that are currently being done by administrative staff and charged to the pool budget. Lederer emphasized that the hiring process needs to start fairly soon to give time to find and recruit qualified candidates. Schick stated that he is in favor making the position full-time.  
M/S Schick/McKinney to recommend to the Village Board to convert the current pool manager position into a full-time salaried position with benefits. Motion carried.

7. **Recommendation to the Village President to appoint new member(s) to the Pool Committee:** Lederer and Rebholz both reported to the committee that they had been approached by Village residents willing to serve on the Pool Committee. Committee members expressed concern about how to recruit non-resident members. Rebholz suggested putting up a sign at the pool to try to recruit new committee members. McKinney stated that he trusted Lederer to present some potential committee member options to the Village President.  
Lederer also asked if the committee wanted to consider changing the size of the committee from nine to seven members. Because the Village ordinances are currently being updated, now would be a good time to consider this change.
8. **Discussion of possible future merger of Pool and Recreation Committees:**  
Topic deferred to next meeting.
9. **Administrator's report regarding PerfectMind**  
Topic deferred to next meeting.
10. **Requests for future agenda items (no discussion may occur other than to request an item be added):**  
Topic deferred to next meeting.
11. **Next Meeting Date:** To be determined
12. **Adjourn:** M/S McKinney/Schick to adjourn. Motion carried.  
The meeting adjourned at 6:44 pm.

Respectfully Submitted,

Julie Fitzgerald  
Village Clerk-Treasurer

<b>POOL</b>							
Account	Civic Account	2021	2022	2023	2023	2023	2024
Number	Name	Actuals	Actuals	Budget	a/o 9/30	EOY	Budget
210-41-46734	DAILY ADMISSIONS RECD FR POOL	\$ 13,446	\$ 12,611	\$ 1,000	\$ 29,305	\$ 29,305	\$ 29,000
210-41-46750	MEMBERSHIP FEES	\$ 541,318	\$ 624,361	\$ 615,000	\$ 628,776	\$ 628,776	\$ 605,000
210-41-46751	SWIM/DIVE/BALLET TEAM REG FEES	\$ 15,007	\$ 405	\$ 35,000	\$ 4,749	\$ 4,749	\$ 37,000
210-41-46752	CONCESSION SALES	\$ 45,147	\$ 42,225	\$ 37,500	\$ 34,581	\$ 34,581	\$ 30,000
210-41-46753	CONCESSION SALES (TAX FREE)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
210-41-48200	RENT: PRIVATE CLUBS	\$ 29,676	\$ 12,625	\$ 15,000	\$ (694)	\$ 18,000	\$ 18,000
210-41-48300	LIFEGUARD CLASSES	\$ 696	\$ -	\$ -	\$ -	\$ -	\$ -
210-41-48400	INSURANCE CLAIMS RECOVERIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
210-41-48500	MEMBERSHIP GRANT DONATIONS	\$ 4,183	\$ 1,269	\$ -	\$ 2,043	\$ 2,043	\$ -
210-41-48900	MISCELLANEOUS REVENUES	\$ -	\$ 8,077	\$ 26,762	\$ 37,218	\$ 37,218	\$ -
210-41-49200	TRANSFER FROM OTHER FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
210-41-49300	FUND BALANCE APPLIED	\$ -	\$ -	\$ 313,812	\$ -	\$ 283,812	\$ -
	<b>TOTAL REVENUE</b>	<b>\$ 649,473</b>	<b>\$ 701,574</b>	<b>\$ 1,044,074</b>	<b>\$ 735,978</b>	<b>\$ 1,038,484</b>	<b>\$ 729,000</b>
Account	Civic Account	2021	2022	2023	2023	2023	2024
Number	Name	Actuals	Actuals	Budget	a/o 9/30	EOY	Budget
210-41-51510-1100	ADMINISTRATION SALARIES	\$ 30,690	\$ 33,966	\$ 28,413	\$ 19,292	\$ 26,000	\$ 34,294
210-41-51510-1500	ADMINISTRATION BENEFITS	\$ 8,418	\$ 11,862	\$ 10,657	\$ 7,091	\$ 10,000	\$ 12,653
210-41-51510-2100	AUDIT EXPENSES	\$ 1,695	\$ 1,530	\$ 1,800	\$ 1,391	\$ 1,600	\$ 1,650
210-41-51510-3150	ADMINISTRATION OFFICE EXPENSES	\$ 7,162	\$ 10,912	\$ 11,000	\$ 752	\$ 1,000	\$ 1,000
210-41-51510-3490	CREDIT CARD FEES	\$ 13,438	\$ 21,167	\$ 6,000	\$ 25,502	\$ 26,000	\$ 23,000
210-41-51601-3490	BLDG OPERATING EXPENSES	\$ 4,523	\$ 575	\$ 1,000	\$ 284	\$ 350	\$ 1,000
210-41-51601-3560	BLDG REPAIR & MAINTENANCE	\$ 5,124	\$ 1,904	\$ 8,000	\$ 5,512	\$ 9,000	\$ 8,000
210-41-55420-1100	POOL SALARIES	\$ 230,449	\$ 246,317	\$ 245,000	\$ 228,890	\$ 238,000	\$ 265,000
210-41-55420-1101	DPW SALARIES	\$ 9,431	\$ 9,868	\$ 19,754	\$ 9,206	\$ 11,000	\$ 42,100
210-41-55420-1500	POOL BENEFITS	\$ 19,813	\$ 18,157	\$ 20,000	\$ 26,258	\$ 28,000	\$ 50,000
210-41-55420-1501	DPW BENEFITS	\$ 1,900	\$ 2,922	\$ 6,300	\$ 2,442	\$ 3,500	\$ 7,106
210-41-55420-2100	CONTRACTED SERVICES	\$ -	\$ 2,072	\$ 1,000	\$ 10,907	\$ 11,500	\$ 13,000
210-41-55420-2200	POOL: INFO TECH	\$ -	\$ -	\$ -	\$ 5,174	\$ 6,800	\$ 4,000
210-41-55420-2230	STORMWATER CHARGE	\$ 234	\$ 234	\$ 1,200	\$ 1,226	\$ 1,350	\$ 1,450
210-41-55420-2250	TELEPHONE	\$ 2,041	\$ 1,905	\$ 1,800	\$ 382	\$ 750	\$ 1,800
210-41-55420-2260	GAS & ELECTRIC	\$ 30,548	\$ 26,973	\$ 31,000	\$ 12,505	\$ 18,500	\$ 20,000
210-41-55420-2270	WATER/SEWER	\$ 15,883	\$ 16,740	\$ 17,000	\$ 16,440	\$ 20,000	\$ 18,000
210-41-55420-2400	POOL CONTRACTED MAINT.	\$ 212	\$ 17,963	\$ 50,000	\$ 7,853	\$ 13,000	\$ 15,000
210-41-55420-3150	POOL STAFF: OFC SPLY & EXP	\$ 8,269	\$ 2,069	\$ 1,200	\$ 836	\$ 950	\$ 1,200
210-41-55420-3460	POOL STAFF: UNIFORMS	\$ 5,101	\$ 7,200	\$ 7,500	\$ 6,089	\$ 6,089	\$ 7,000
210-41-55420-3490	POOL OPERATING EXPENSES	\$ 37,918	\$ 34,806	\$ 31,000	\$ 39,815	\$ 56,000	\$ 38,000
210-41-55420-3491	POOL ADMINISTRATION OPER EXP	\$ 1,706	\$ 9,306	\$ 2,500	\$ 4,648	\$ 5,000	\$ 5,000
210-41-55420-3492	CONCESSIONS	\$ 25,331	\$ 28,088	\$ 29,000	\$ 24,106	\$ 25,000	\$ 31,000
210-41-55420-3493	SPECIAL EVENTS EXPENSE	\$ 3,221	\$ 8,237	\$ 4,000	\$ 2,144	\$ 2,600	\$ 3,500
210-41-55420-3494	SWIM/DIVE/BALLET EXPENSES	\$ 20,791	\$ 20,145	\$ 18,000	\$ 23,204	\$ 23,204	\$ 23,000
210-41-55420-3560	POOL REPAIR & MAINT EXP	\$ 21,720	\$ 55,248	\$ 10,000	\$ 3,440	\$ 4,500	\$ 5,000
210-41-55420-5101	INSURANCE: LIABILITY	\$ 2,900	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ 3,060
210-41-55420-5102	INSURANCE: PROPERTY	\$ 595	\$ 600	\$ 600	\$ -	\$ 600	\$ 615
210-41-55420-5300	RENT	\$ 42,284	\$ 46,631	\$ 47,350	\$ -	\$ 47,350	\$ 47,450
210-41-55420-9000	CONTINGENCY ACCOUNT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
210-41-57600-8100	POOL CAPITAL EQUIPMENT	\$ -	\$ -	\$ 65,000	\$ 63,375	\$ 63,375	\$ -
210-41-57600-8200	POOL CAPITAL IMPROVEMENTS	\$ -	\$ 73	\$ 335,000	\$ 38,765	\$ 335,000	\$ 10,000
210-41-58100-6000	DEBT SERVICE PRINCIPAL	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
210-41-58100-6200	DEBT SERVICE INTEREST	\$ -	\$ -	\$ -	\$ 891	\$ 1,700	\$ 891
210-41-59200-9000	TRANSFERS TO OTHER FUNDS	\$ 11,956	\$ 6,800	\$ 30,000	\$ 32,766	\$ 32,766	\$ -
	<b>TOTAL EXPENDITURES</b>	<b>\$ 563,354</b>	<b>\$ 647,268</b>	<b>\$ 1,044,074</b>	<b>\$ 626,186</b>	<b>\$ 1,038,484</b>	<b>\$ 699,769</b>
		<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>
		<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>a/o 9/30</b>	<b>EOY</b>	<b>Budget</b>
	<b>TOTAL REVENUES</b>	\$ 649,473	\$ 701,574	\$ 1,044,074	\$ 735,978	\$ 1,038,484	\$ 729,000
	<b>TOTAL EXPENDITURES</b>	\$ 563,354	\$ 647,268	\$ 1,044,074	\$ 626,186	\$ 1,038,484	\$ 699,769
	<b>SURPLUS/(DEFICIT)</b>	<b>\$ 86,119</b>	<b>\$ 54,305</b>	<b>\$ -</b>	<b>\$ 109,791</b>	<b>\$ -</b>	<b>\$ 29,231</b>

**Draft 2024 Scale**

<b>Wage Scale:</b>	<b><u>Asst Manager</u></b>	<b><u>Head Guard</u></b>	<b><u>Guards</u></b>	<b><u>Concessions</u></b>	<b><u>Checker</u></b>	<b><u>Asst Swim Coach</u></b>	<b><u>Dive Coach</u></b>	<b><u>Water Ballet</u></b>	<b><u>Lesson Assistant</u></b>
7th Year	\$18.00	\$17.00	\$13.00	n/a	n/a	\$2,575	\$1,700	\$1,150	\$15.00
6th Year	\$17.75	\$16.75	\$12.75	n/a	n/a	\$2,475	\$1,650	\$1,100	\$14.75
5th Year	\$17.50	\$16.50	\$12.50	\$8.50	\$8.50	\$2,375	\$1,600	\$1,050	\$14.50
4th Year	\$17.25	\$16.25	\$12.25	\$8.25	\$8.25	2275 (2875)	\$1,550	\$1,000	\$14.25
3rd Year	\$17.00	\$16.00	\$12.00	\$8.00	\$8.00	2175 (2775)	\$1,500	\$950	\$14.00
2nd Year	\$16.75	\$15.75	\$11.75	\$7.75	\$7.75	2075 (2655)	\$1,450	\$900	\$13.75
1st Year	\$16.50	\$15.50	\$11.50	\$7.50	\$7.50	1975 (2555)	\$1,400	\$850	\$13.50
	<b><u>Masters</u></b>	<b><u>Water Aerobics</u></b>	<b><u>Head Swim Coach</u></b>	<b><u>Co-Head Swim Coach</u></b>	<b><u>Swim Team Admin</u></b>	<b><u>Little Sharks</u></b>	<b><u>Head Dive</u></b>		
5th year	\$17.00	\$19.00	\$5,700.00	4,300.00	\$12.00	guard + \$2.00	\$1,875		
4th year	\$16.75	\$18.75	\$5,450.00	4,100.00			1,800		
3rd year	\$16.50	\$18.50	\$5,225.00	\$3,900.00			1,725		
2nd year	\$16.25	\$18.25	\$5,025.00	3,700.00			1,650		
1st year	\$16.00	\$18.00	\$4,825.00	3,500.00			1,575		

**Current**

<b>Wage Scale:</b>	<b><u>Asst Manager</u></b>	<b><u>Head Guard</u></b>	<b><u>Guards</u></b>	<b><u>Concessions</u></b>	<b><u>Checker</u></b>	<b><u>Asst Swim Coach</u></b>	<b><u>Dive Coach</u></b>	<b><u>Water Ballet</u></b>
7th year	\$16.50		\$11.75	n/a	n/a	\$2,575	\$1,625	\$1,025
6th Year	\$16.25	\$15.50	\$11.50	n/a	n/a	\$2,475	\$1,575	\$1,000
5th year	\$16.00	\$15.25	\$11.25	n/a	n/a	\$2,375	\$1,525	\$975
4th Year	\$15.75	\$15.00	\$11.00	\$8.00	\$8.00	2275 (2875)	\$1,475	\$950
3rd Year	\$15.50	\$14.75	\$10.75	\$7.75	\$7.75	2175 (2775)	\$1,425	\$900
2nd Year	\$15.25	\$14.50	\$10.25	\$7.50	\$7.50	2075 (2655)	\$1,375	\$850
1st Year	\$15.00	\$14.00	\$10.00	\$7.25	\$7.25	1975 (2555)	\$1,325	\$800
	<b><u>Masters</u></b>	<b><u>Water Aerobics</u></b>	<b><u>Head Swim Coach</u></b>	<b><u>Co-Head Swim Coach</u></b>	<b><u>Swim Team Admin</u></b>	<b><u>Little Sharks</u></b>	<b><u>Head Dive</u></b>	
5th year	\$16.50	\$18.50	\$5,400.00	4,300.00	\$12.00	guard + \$2.00	\$1,800	
4th year	\$16.25	\$18.25	\$5,200.00	4,100.00			1,725	
3rd year	\$16.00	\$18.00	\$5,000.00	\$3,900.00			1,650	
2nd year	\$15.75	\$17.75	\$4,800.00	3,700.00			1,575	
1st year	\$15.50	\$17.50	\$4,600.00	3,500.00			1,500	

Why do we have lessons with two coaches?

Is this position necessary with a full-time manager and multiple assistant managers?

Need clarity on this (2 grps) thing to develop potential wage adjustments

appears to have been an "unofficial" job that was paid as a premium on the employee's guard rate

	<b>Pool Membership Fee Changes</b>			2% all	Res rate 83% NR	3% all	<b>Difference</b>					% increase
	2022	2023	2024	2025	2026	23-24	22-24	24-25	22-25	25-26	22-26	since 2022
Family	\$ 554	\$ 577	\$ 589	\$ 610	\$ 628	\$ 12	\$ 35	\$ 21	\$ 56	\$ 18	\$ 74	13%
NR Family	\$ 721	\$ 721	\$ 735	\$ 735	\$ 757	\$ 14	\$ 14	\$ -	\$ 14	\$ 22	\$ 36	5%
Family August	\$ 248	\$ 250	\$ 255	\$ 265	\$ 273	\$ 5	\$ 7	\$ 10	\$ 17	\$ 8	\$ 25	10%
2-Person (w/kid)	\$ 388	\$ 405	\$ 413	\$ 429	\$ 442	\$ 8	\$ 25	\$ 16	\$ 41	\$ 13	\$ 54	14%
NR 2-Person (w/kid)	\$ 506	\$ 506	\$ 516	\$ 516	\$ 531	\$ 10	\$ 10	\$ -	\$ 10	\$ 15	\$ 25	5%
2-Person August (w/ kid)	\$ 176	\$ 175	\$ 179	\$ 186	\$ 191	\$ 4	\$ 3	\$ 7	\$ 10	\$ 5	\$ 15	9%
2-Person (18+)	\$ 388	\$ 405	\$ 413	\$ 429	\$ 442	\$ 8	\$ 25	\$ 16	\$ 41	\$ 13	\$ 54	14%
NR 2-Person (18+)	\$ 506	\$ 506	\$ 516	\$ 516	\$ 531	\$ 10	\$ 10	\$ -	\$ 10	\$ 15	\$ 25	5%
2-Person August (18+)	\$ 176	\$ 175	\$ 179	\$ 186	\$ 191	\$ 4	\$ 3	\$ 7	\$ 10	\$ 5	\$ 15	9%
Senior Couple	\$ 310	\$ 323	\$ 330	\$ 343	\$ 353	\$ 7	\$ 20	\$ 13	\$ 33	\$ 10	\$ 43	14%
NR Sen. Couple	\$ 404	\$ 404	\$ 413	\$ 413	\$ 425	\$ 9	\$ 9	\$ -	\$ 9	\$ 12	\$ 21	5%
Senior Couple August	\$ 141	\$ 140	\$ 143	\$ 149	\$ 153	\$ 3	\$ 2	\$ 6	\$ 8	\$ 4	\$ 12	9%
Senior	\$ 177	\$ 185	\$ 189	\$ 196	\$ 202	\$ 4	\$ 12	\$ 7	\$ 19	\$ 6	\$ 25	14%
NR Senior	\$ 231	\$ 231	\$ 236	\$ 236	\$ 243	\$ 5	\$ 5	\$ -	\$ 5	\$ 7	\$ 12	5%
Senior August	\$ 77	\$ 80	\$ 82	\$ 85	\$ 87	\$ 2	\$ 5	\$ 3	\$ 8	\$ 2	\$ 10	13%
Individual	\$ 221	\$ 230	\$ 234	\$ 244	\$ 251	\$ 4	\$ 13	\$ 10	\$ 23	\$ 7	\$ 30	14%
NR Individual	\$ 288	\$ 288	\$ 294	\$ 294	\$ 303	\$ 6	\$ 6	\$ -	\$ 6	\$ 9	\$ 15	5%
Individual August	\$ 103	\$ 101	\$ 103	\$ 106	\$ 109	\$ 2	\$ -	\$ 3	\$ 3	\$ 3	\$ 6	6%
NR Teen 14+*			\$ 294	\$ 294	\$ 303	\$ -	\$ -	\$ -	\$ -	\$ 9	\$ 9	3%
Teen 14+			\$ 234	\$ 244	\$ 251	\$ -	\$ -	\$ 10	\$ 10	\$ 7	\$ 17	7%
Babysitter**	\$ 53	\$ 65	\$ 65	\$ 67	\$ 70	\$ 12	\$ 12	\$ 2	\$ 14	\$ 3	\$ 17	32%
flat fee increase												
Swim/Dive Team	65	65	75	75	80	\$ -	\$ 10		\$ 10			15%
Water Ballet	110	110	120	120	125	\$ -	\$ 10	\$ -	\$ 10			9%

\*age depends on what we do with babysitter age requirement

\*\*freeze babysitter for a few years after 2026

Family	\$ 577	1.02	\$ 589	\$ 610	1.03	\$ 628
NR Family	\$ 721	1.02	\$ 735	\$ 735	1.03	\$ 757
Family August	\$ 250	1.02	\$ 255	\$ 265	1.03	\$ 273
2-Person (w/kid)	\$ 405	1.02	\$ 413	\$ 429	1.03	\$ 442
NR 2-Person (w/kid)	\$ 506	1.02	\$ 516	\$ 516	1.03	\$ 531
2-Person August (w/ kid)	\$ 175	1.02	\$ 179	\$ 186	1.03	\$ 192
2-Person (18+)	\$ 405	1.02	\$ 413	\$ 429	1.03	\$ 442

\*\*Will need a significant rate increase to sustain potential future debt for new building and eventually new concrete pool. Should begin small rate increases each year to prevent sticker shock. Will

NR 2-Person (18+)	\$ 506	1.02	\$	516	\$	516	1.03	\$ 531
2-Person August (18+)	\$ 175	1.02	\$	179	\$	186	1.03	\$ 192
Senior Couple	\$ 323	1.02	\$	329	\$	343	1.03	\$ 353
NR Sen. Couple	\$ 404	1.02	\$	412	\$	413	1.03	\$ 425
Senior Couple August	\$ 140	1.02	\$	143	\$	149	1.03	\$ 153
Senior	\$ 185	1.02	\$	189	\$	196	1.03	\$ 202
NR Senior	\$ 231	1.02	\$	236	\$	236	1.03	\$ 243
Senior August	\$ 80	1.02	\$	82	\$	85	1.03	\$ 88
Individual	\$ 230	1.02	\$	235	\$	244	1.03	\$ 251
NR Individual	\$ 288	1.02	\$	294	\$	294	1.03	\$ 303
Individual August	\$ 101	1.02	\$	103	\$	106	1.03	\$ 109
NR Teen 14+	\$ 65	1.02	\$	66	\$	294	1.03	\$ 303
Teen 14+					\$	244	1.03	\$ 251
Babysitter					\$	67	1.03	\$ 69

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Resident rates are set at percentage of NR rate (80% in 2024, 83% in 2025) and should be

August only rates are set at 36% of full-season rate.

Guest Pass and Houseguest Pass rates