

LAKE METROPARKS

Budget Request Summary 2021



Lake Metroparks Farmpark

LAKE METROPARKS

2021 Budget Request Summary



PARK OFFICIALS

Lake County Probate Judge

Mark J. Bartolotta

Board of Park Commissioners

Gretchen Skok DiSanto

Frank J. Polivka

John C. Redmond, CPA

Executive Director

Paul Palagyi

**LAKE METROPARKS, OHIO
2021 BUDGET SUMMARY**

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Memorandum

TO: BOARD OF PARK COMMISSIONERS
FROM: PAUL PALAGYI, EXECUTIVE DIRECTOR
SUBJECT: 2021 LAKE METROPARKS BUDGET REQUEST
DATE: NOVEMBER 11, 2020

Please accept the attached budget request for the operations of Lake Metroparks (The Park District) for the Fiscal Year 2021. The requested District-wide expenditures budget for 2021 reflects an increase of \$1,012,626 from 2020 or 3.9%. The General Fund request is \$20,820,049 which is a decrease of \$66,874 or 0.32%. The District-wide budget includes our intention to utilize an existing federal earmark of over \$1 million for the lakeshore greenway trail adjacent to Painesville Twp. Park which accounts for the overall increase.

The budget request conveyed in this document will enable the Park District to continue our priority of providing clean and safe parks and outstanding programs and events for the residents of Lake County. Over the past year the public health crisis has highlighted the importance of clean and safe parks. Our visitation was up by over 18% or 637,000 more visits this year than last year and we broke the 4 million visit mark for the first time in Park District history. Over the past seven years we have seen a substantial increase in annual park visitation with over 55 percent or 1,432,970 more visits in 2020 when compared to 2012.

With the support of the Board and the outstanding work by our dedicated, professional staff we continued to conserve the natural resources of Lake County by protecting an additional 40.8 acres for future generations of Lake County residents to enjoy. We have made several improvements to the parks over the past year including the replacement and upgrading of the shelter at Fairport Harbor Lakefront Park, a new flush restroom at Farmpark's Festival Field and a new Hilltop Shelter and Courtyard at the Farmpark.

The proposed budget will also allow us to construct trail projects along the lakefront west of Painesville Twp. Park and at a planned western entrance to Lake Erie Bluffs, a new flush restroom at the Environmental Learning Center adjacent to Adventure Play, and improvements to the Girdled Road North area.

2021 DISTRICT-WIDE BUDGET REQUEST: The total 2021 District-wide budget request for all expenditures is \$26,972,549 which is an increase of \$1,012,626 from 2020 or 3.9%. Our anticipated 2021 District-wide revenue is \$24,281,124 which is \$94,992 lower than 2020 or 0.38%.

GENERAL FUND (01): The 2021 projected beginning fund balance in the General Fund is \$13,687,509. The 2021 General Fund budgeted expenditures of \$20,820,049 (including transfers out of \$2,750,000) is a decrease of \$66,874 or 0.32%. Total projected General Fund revenues for 2021 are \$18,517,249 compared to budgeted General Fund revenues of \$19,618,716 for 2020 which is a decrease in projected revenues of \$1,101,467 or 5.61%.

Exclusive of any additional revenues such as pending state grants or unexpected expenditures, we are on track to have the ability to annually increase future operating budgets by approximately 1.5% and operate within our existing tax and earned income levels through 2024.

IMPROVEMENT FUND (02): The 2021 projected beginning fund balance in the Improvement Fund is \$1,100,438. A General Fund transfer of \$2,750,000, revenues of \$1,096,300 and the carryover balance will allow us to expend \$4,408,000 on capital improvements, equipment replacement, repairs to infrastructure and land acquisition with a projected carryforward balance of \$538,738 for 2022.

HEALTH AND LIFE FUND (06): The Health and Life Fund is used to pay our self-insured hospitalization and prescription drug claims, premium based dental, vision and life insurance programs as well as our employee assistance and wellness programs. Estimated expenditures in this fund are \$1,740,000. Estimated revenues to the Health and Life Fund are projected to be \$1,914,500. The increase in expenditures is due to the anticipated premium increase for the 2020-2021 health insurance policy period. The Health and Life revenue is a combination of premium payments made by the District and employees as well as interest revenue.

DRUG ENFORCEMENT FUND (08): The Drug Enforcement Fund is used to accumulate court fines attributed to drug offenses. We are budgeting \$4,500 of expenditures that is available for drug enforcement with anticipated revenues of \$3,075.

2021 BUDGET AT A GLANCE

	General Fund 01	Improvement Fund 02	Health and Life Fund 06	Drug Enforcement Fund 08	Totals
2020 Carry Over (Estimated)	\$13,687,509	\$1,100,438	\$1,855,754	\$16,072	\$16,659,773
Revenues	18,517,249	1,096,300	1,914,500	3,075	21,531,124
Transfer In		2,750,000			2,750,000
Expenditures	(18,070,049)		(1,740,000)	(4,500)	(19,814,549)
CIP Expenditures		(4,408,000)			(4,408,000)
Transfer Out	(2,750,000)				(2,750,000)
2021 Year-end Encumbrances (Estimated)	(300,000)				(300,000)
2021 Carry Forward (Estimated)	\$11,084,709	\$538,738	\$2,030,254	\$14,647	\$13,668,348
Percentage of Carry Forward Balance as compared to Budgeted Expenditures	53.24%	12.22%	116.68%	325.49%	50.68%

RESOLUTION NO.: 2020-027

LAKE METROPARKS

INTRODUCED BY:

CONCORD, OHIO

A Resolution of the Board of Park Commissioners of Lake Metroparks to approve the 2021 Budget Appropriation as attached.

Seconded by:

Ayes:

Nays:

Passed:

BOARD OF PARK COMMISSIONERS
LAKE METROPARKS

Gretchen Skok DiSanto
President

ATTEST:

I hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Board of Park Commissioners of Lake Metroparks of the State of Ohio on the 16th day of December 2020.

Paul B. Palagy
Executive Director

LAKE METROPARKS
2021 BUDGET

DESCRIPTION	MEMO ONLY GRAND TOTAL	EXECUTIVE	MARKETING	RANGERS	FINANCIAL SERVICES	PARK PLANNING	GOLF
Salaries	\$9,468,730	\$471,720	\$409,980	\$1,042,730	\$689,960	\$670,560	\$639,800
O.P.E.R.S.	1,314,470	66,100	57,300	164,700	68,570	93,600	90,000
Medicare	136,000	7,000	6,100	15,000	7,200	9,800	9,700
Workers Compensation	115,540	5,910	5,130	12,850	6,130	8,360	8,010
Medical Insurance	2,105,200	66,000	98,400	210,400	118,300	197,800	139,300
Professional Membership	24,060	6,800	3,345	875	2,900	1,000	3,715
Training, Education	22,410	5,400	1,000	-	5,290	250	200
Travel	55,154	2,850	1,385	7,200	13,049	7,700	300
Mileage	6,600	2,500	305	-	1,575	200	-
Supplies	1,617,144	9,950	47,760	29,319	53,915	12,550	300,515
Construction	3,016,000	-	-	-	-	-	-
Contract Services	3,372,381	174,700	213,899	143,586	358,174	44,009	118,598
Electric	287,900	-	-	-	-	-	40,000
Heating	85,900	-	-	-	-	-	11,700
Water/Sewer	69,080	-	-	-	-	-	17,050
Telephone	121,134	2,854	4,280	11,037	5,706	18,947	13,070
Contract Repairs	184,155	-	25	4,380	-	-	45,050
Advertising	52,285	2,620	6,100	340	4,000	-	2,625
Rentals	199,505	-	-	150	2,000	-	126,605
Insurance	242,000	-	-	-	242,000	-	-
Materials	95,205	-	-	-	-	19,000	-
Transfers	2,750,000	2,750,000	-	-	-	-	-
Capital Equipment	921,696	1,700	-	13,743	2,050	500	450
Land Acquisition	710,000	-	-	-	110,000	-	-
TOTAL	<u>\$26,972,549</u>	<u>\$3,576,104</u>	<u>\$855,009</u>	<u>\$1,656,310</u>	<u>\$1,690,819</u>	<u>\$1,084,276</u>	<u>\$1,566,688</u>

LAKE METROPARKS
2021 BUDGET

NATURAL RESOURCES	OUTDOOR EDUCATION	INTERPRETIVE SERVICES	FARMPARK	REGISTRATION	MEMO ONLY TOTAL GENERAL FUND	IMPROVEMENT FUND	HEALTH AND LIFE FUND	DRUG LAW ENFORCEMENT
\$1,885,440	\$1,038,800	\$949,400	\$1,490,240	\$180,100	\$9,468,730	\$0	\$0	\$0
262,600	145,200	132,500	208,600	25,300	1,314,470	-	-	-
27,300	15,300	14,000	21,900	2,700	136,000	-	-	-
23,450	12,970	11,850	18,620	2,260	115,540	-	-	-
511,800	204,200	184,300	315,000	59,700	2,105,200	-	-	-
2,500	765	1,365	795	-	24,060	-	-	-
3,000	-	250	7,020	-	22,410	-	-	-
4,600	8,570	8,500	900	100	55,154	-	-	-
-	1,900	120	-	-	6,600	-	-	-
437,100	181,250	126,415	417,270	600	1,616,644	-	-	500
-	-	-	-	-	-	3,016,000	-	-
114,859	134,295	91,586	188,409	49,266	1,631,381	-	1,740,000	1,000
88,400	38,500	49,000	72,000	-	287,900	-	-	-
25,000	9,200	10,000	30,000	-	85,900	-	-	-
12,000	13,030	7,000	20,000	-	69,080	-	-	-
9,250	17,210	21,673	14,254	2,853	121,134	-	-	-
60,000	29,600	10,550	34,550	-	184,155	-	-	-
-	700	3,250	32,650	-	52,285	-	-	-
50,000	9,200	1,150	10,400	-	199,505	-	-	-
-	-	-	-	-	242,000	-	-	-
36,850	2,760	6,800	29,795	-	95,205	-	-	-
-	-	-	-	-	2,750,000	-	-	-
9,000	38,125	9,050	50,678	1,400	126,696	792,000	-	3,000
-	-	-	-	-	110,000	600,000	-	-
\$3,563,149	\$1,901,575	\$1,638,759	\$2,963,081	\$324,279	\$20,820,049	\$4,408,000	\$1,740,000	\$4,500

Completed and Prepared by: Christopher J. Brassell

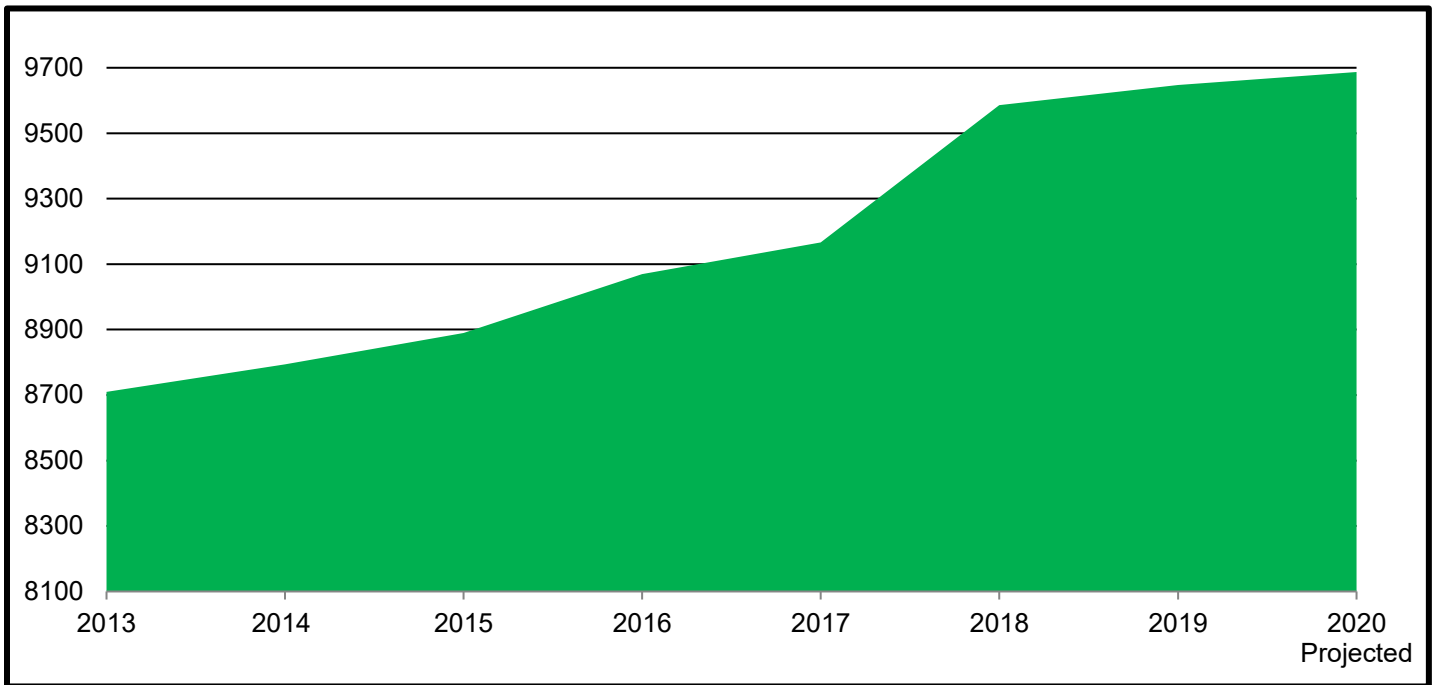
Christopher J. Brassell, CPA
Chief Financial Officer

NOTES:



Park Visitation & Acreage

LAKE METROPARKS LAND ACREAGE 2013 – 2020



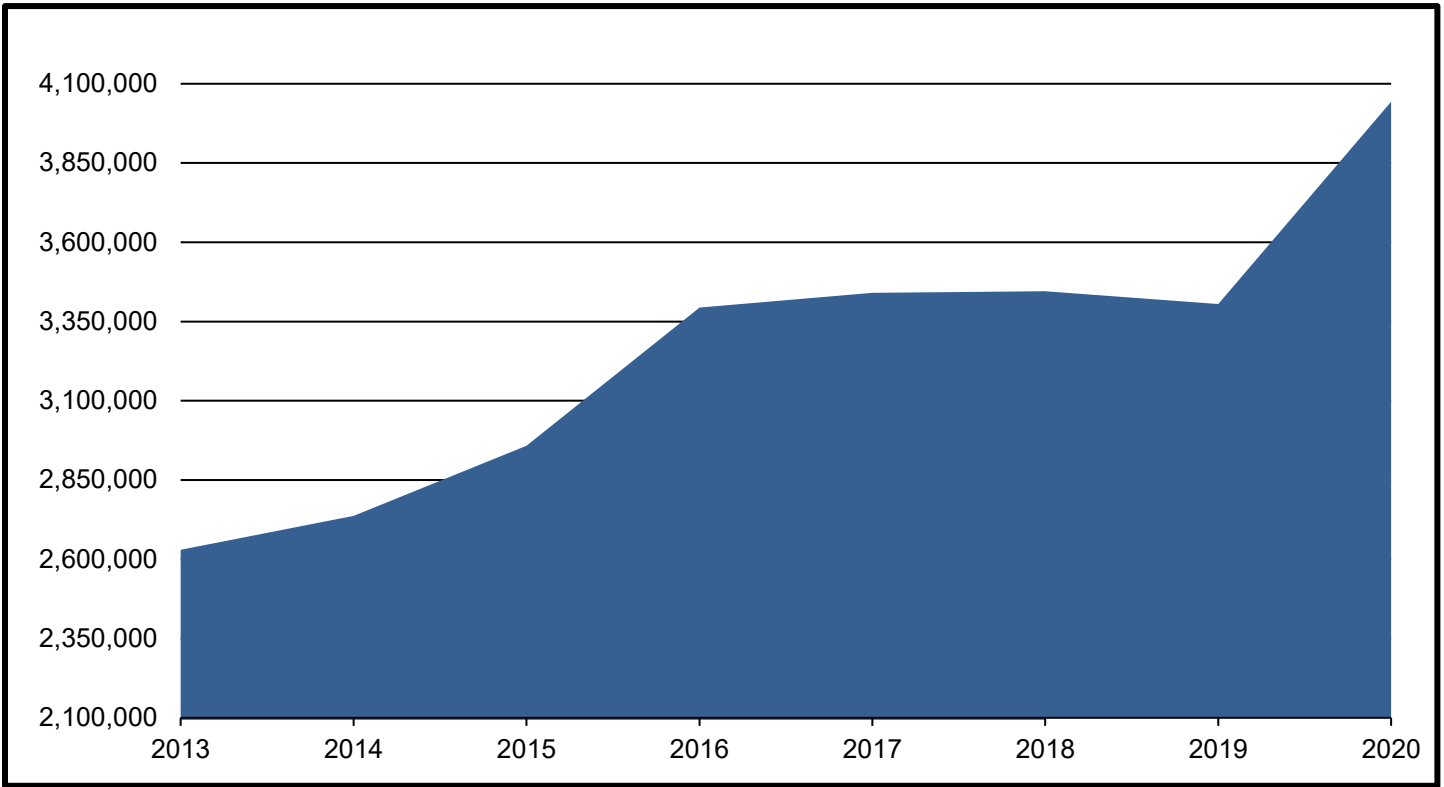
LAND ACREAGE - PROTECTED AND ACCESSIBLE

In 2020, the Park District protected an additional 40.8 acres for a total of approximately 9,694 acres owned or managed by the Park District. This year's additions included a 0.42-acre trail easement at Hell Hollow Wilderness Area in Leroy Township, 1.38 acres of shoreline from the Lake County Commissioners added to our Arcola Creek Estuary lease agreement in Madison Township, and an anticipated 39 acres at the Big Creek Corridor property in Leroy Township. The additional land at Arcola will be accessible this year while the other two acquisitions will allow for future trail expansions.

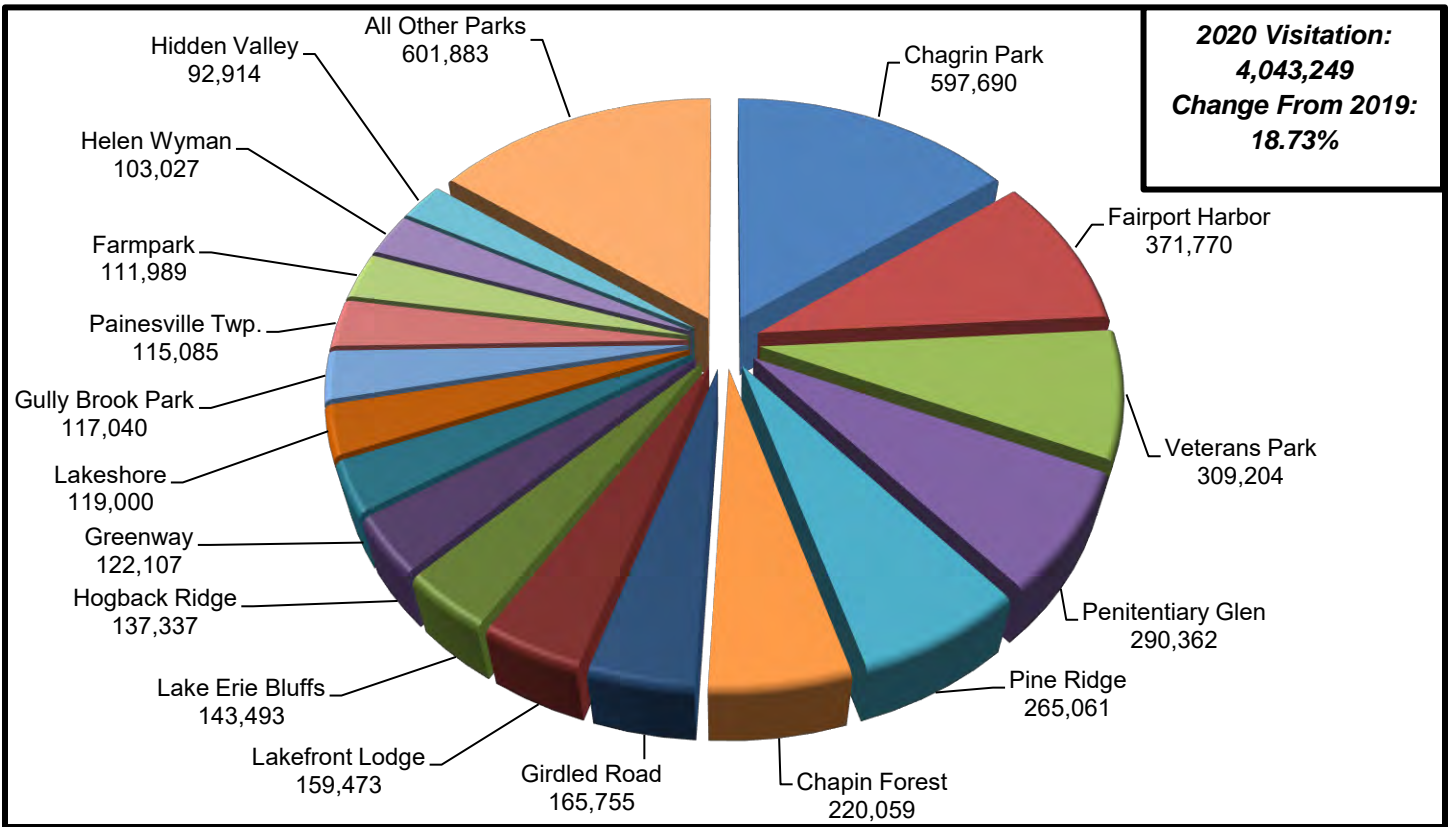
2019 - 2020 VISITATION

Due in large part to the Covid-19 virus, the Park District saw record-breaking attendance levels this past year. Between September 1, 2019 and August 31, 2020, the Park District had over 4 million visits which is an amazing 18.73% increase or 637,775 more visits than last year. Dramatic increases were seen across the Park District with even the smaller parks welcoming thousands of visitors. The months of April, May and June saw the largest increases due to the closure of most other forms of recreation and entertainment. The public health crisis certainly illustrated the importance of clean and safe public greenspace to our residents. These numbers are even more notable considering the Farmpark and both our golf courses were completely closed to the public during a portion of the spring and the Farmpark is still only open three days a week. Chagrin River Park continued to be the most visited park with approximately 597,690 followed by Fairport Harbor Lakefront Park (371,770), Veterans' Park (309,204), Penitentiary Glen (290,362), Pine Ridge (265,061), Chapin Forest (220,059) and Girdled Road Reservation (165,755).

TOTAL PARK VISITATION 2013 – 2020



2020 VISITATION BY PARK



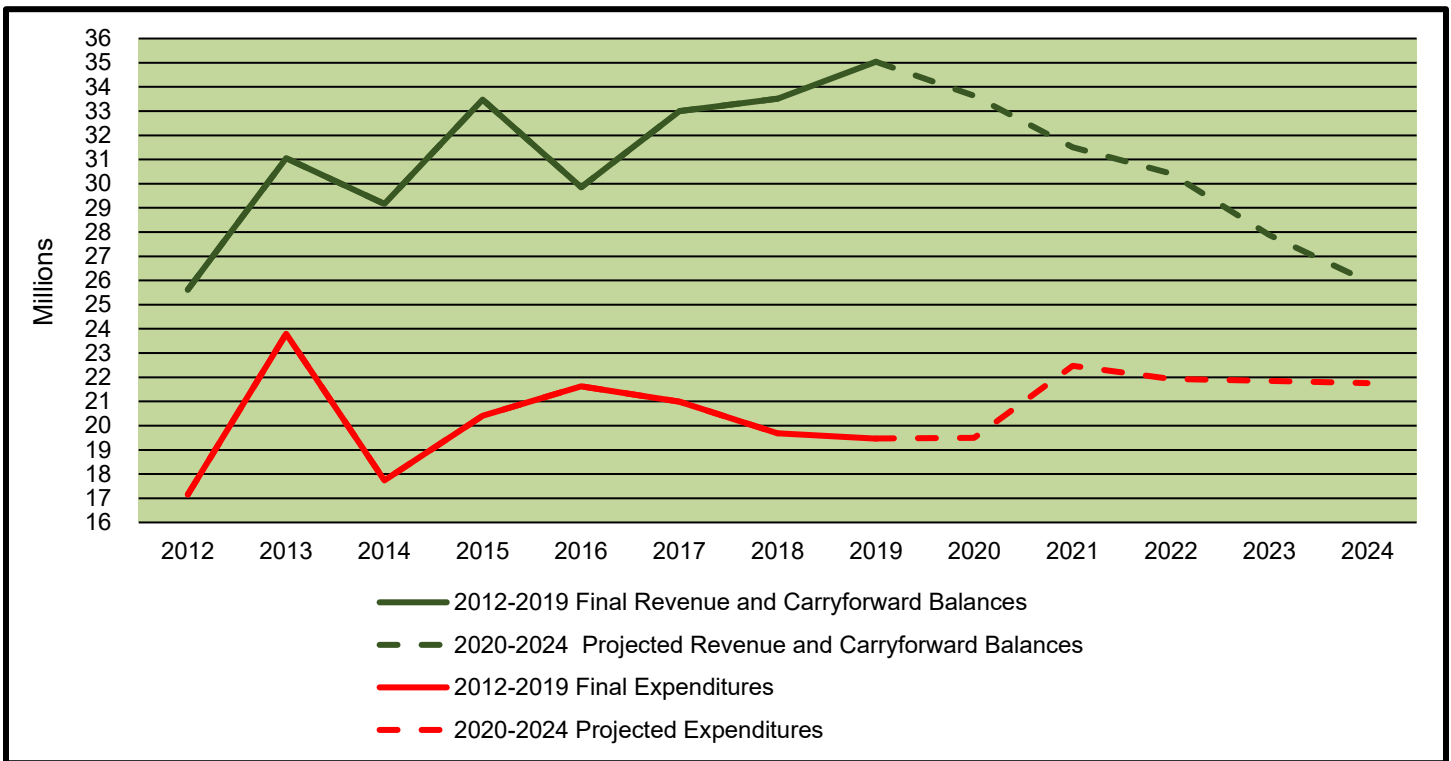
NOTES:

A photograph of a wooden suspension bridge in a lush green forest. The bridge has wooden railings and a wooden deck. A sign on the right side of the bridge reads "NO HORSES ON BRIDGE". The bridge spans a small stream. The text "Financial Forecast" is overlaid in white on a dark horizontal band across the top of the image.

Financial Forecast

NO
HORSES
ON
BRIDGE

FINANCIAL FORECAST REVENUES AND CARRYOVERS AS COMPARED TO EXPENDITURES 2012-2024



FINANCIAL FORECAST

The staff at the Park District is always sensitive to the balance between providing services and the ability to financially support these services. Although this budget document is only for 2021, the Financial Forecast considers current decisions as well as projected revenues and expenditures through 2024. As this chart indicates, the Park District is working within its financial projections for the foreseeable future.

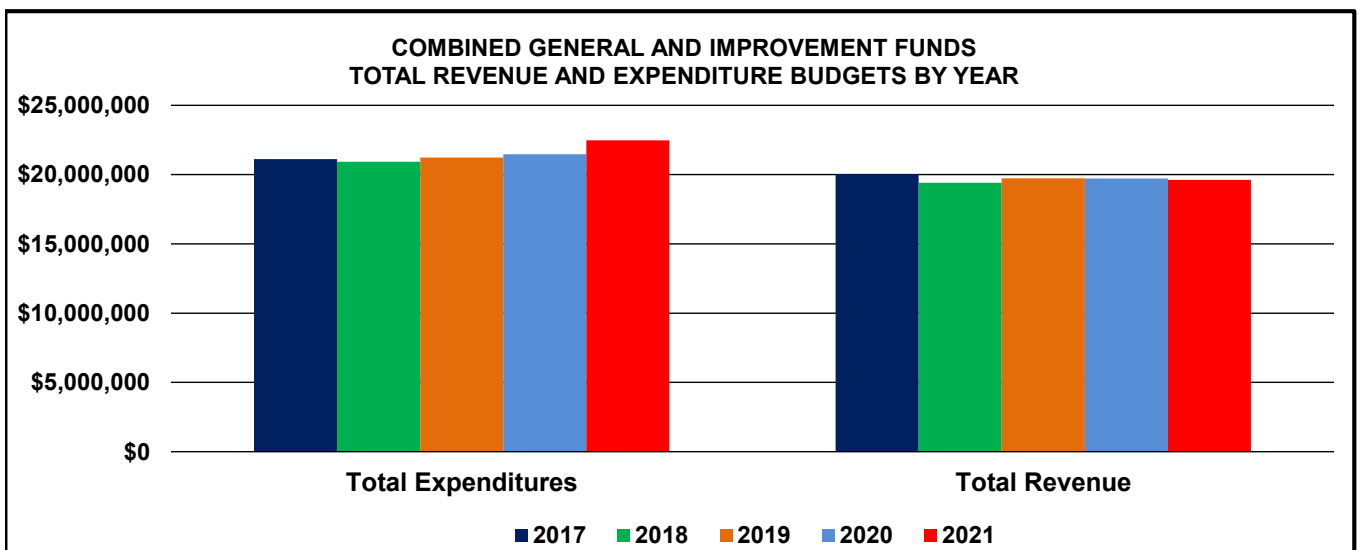
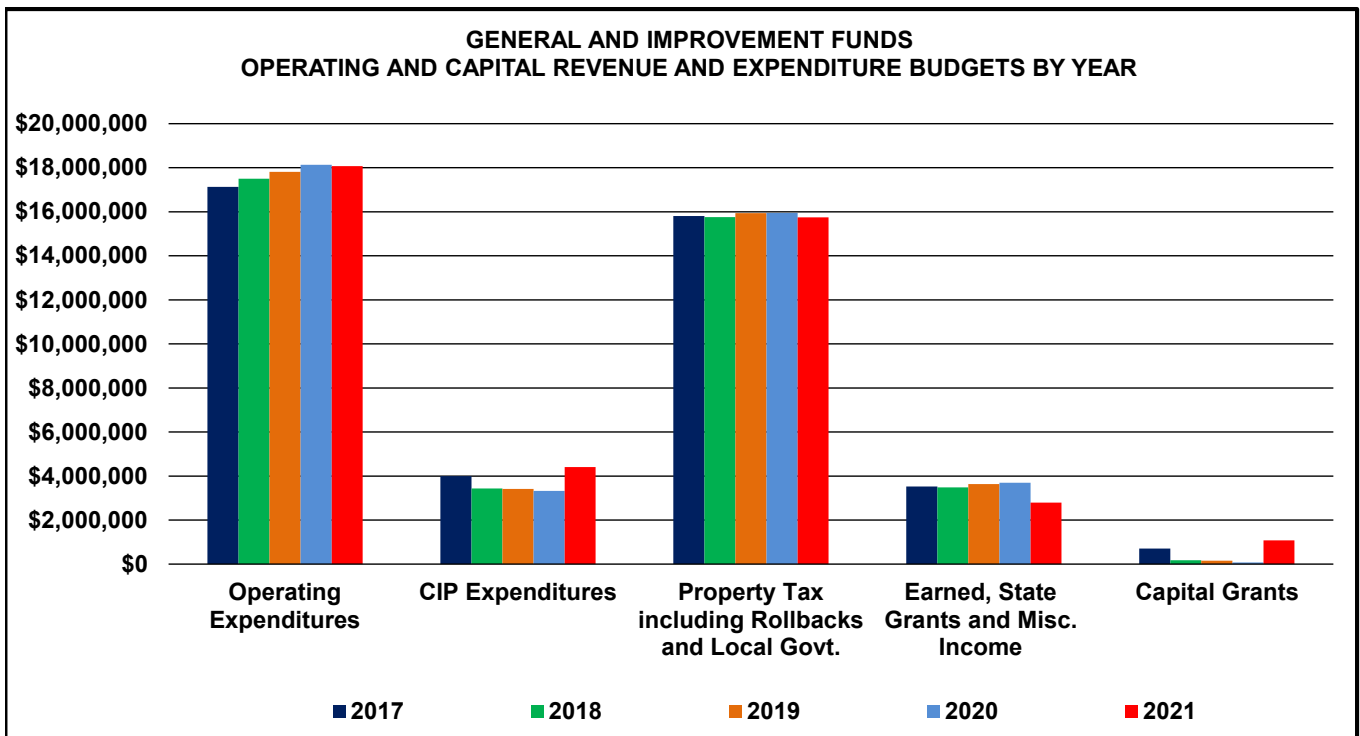
The financial forecast assumes modest increases to our operating expenditure budget of approximately 1.5% from 2021 to 2024 and less than a 0.1% increase to our existing revenue streams. We utilized these conservative estimates in this forecast but as the Board is aware, our tax revenues historically outpace the projections that we receive from the Auditor’s office. The abnormal spikes in revenues and expenditures in 2013 and 2015 were due to the substantial grants and subsequent expenditures related to the purchase of Lake Erie Bluffs.

The chart on page 17 illustrates the General and Capital Funds breakdown of our budgeted revenues and expenditures since 2017. Our budgeted operating expenditures and revenues have remained relatively consistent considering the cuts in state support and property revaluations which were partially covered by the levy passed in 2012. In 2014, the Park District made its final debt payment on its 2006 loan. This has given the Park District the ability to reallocate those resources for maintenance and operation of the Park District.

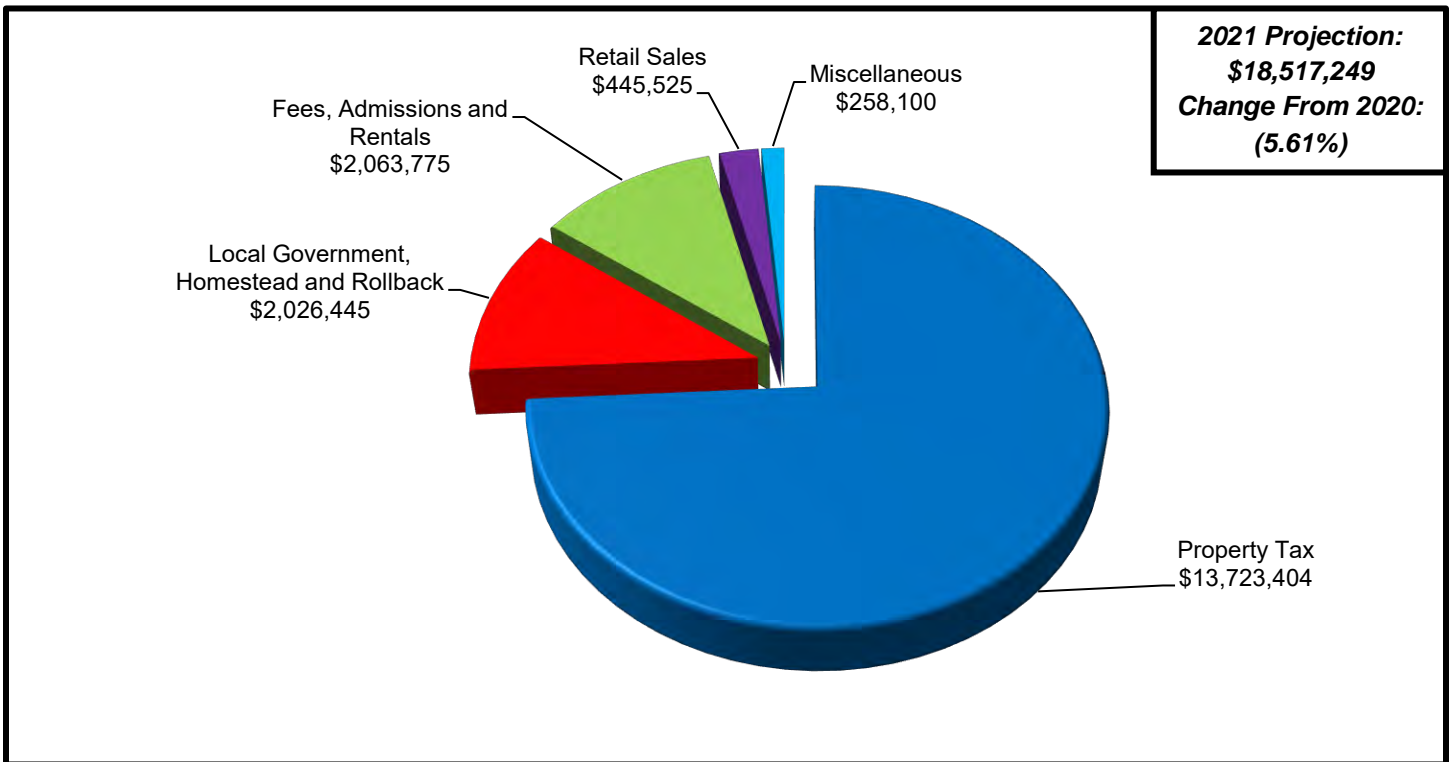
Since 2013, the focus has been placed on stabilizing long-term capital project spending by adhering more closely to a rolling *Five-Year Capital Improvement Plan*. The capital improvement plan in this budget document continues with that same philosophy.

Year	GENERAL AND IMPROVEMENT FUNDS EXPENDITURE BUDGETS *			GENERAL AND IMPROVEMENT FUNDS REVENUE BUDGETS *			
	Operating Expenditures	CIP Expenditures	Total Expenditures	Property Tax including Rollbacks and Local Govt.	Earned, State Grants and Misc. Income	Capital Grants	Total Revenue
2017	\$17,127,249	\$3,997,500	\$21,124,749	\$15,807,451	\$3,521,080	\$707,000	\$20,035,531
2018	\$17,497,460	\$3,435,250	\$20,932,710	\$15,754,678	\$3,486,755	\$177,000	\$19,418,433
2019	\$17,810,921	\$3,417,000	\$21,227,921	\$15,940,966	\$3,632,455	\$153,000	\$19,726,421
2020	\$18,136,923	\$3,328,500	\$21,465,423	\$15,947,611	\$3,694,405	\$75,000	\$19,717,016
2021	\$18,070,049	\$4,408,000	\$22,478,049	\$15,749,849	\$2,790,700	\$1,073,000	\$19,613,549

* - Budgeted expenditures and revenues excludes Transfers Out of the General Fund.



2021 GENERAL FUND REVENUE PROJECTION

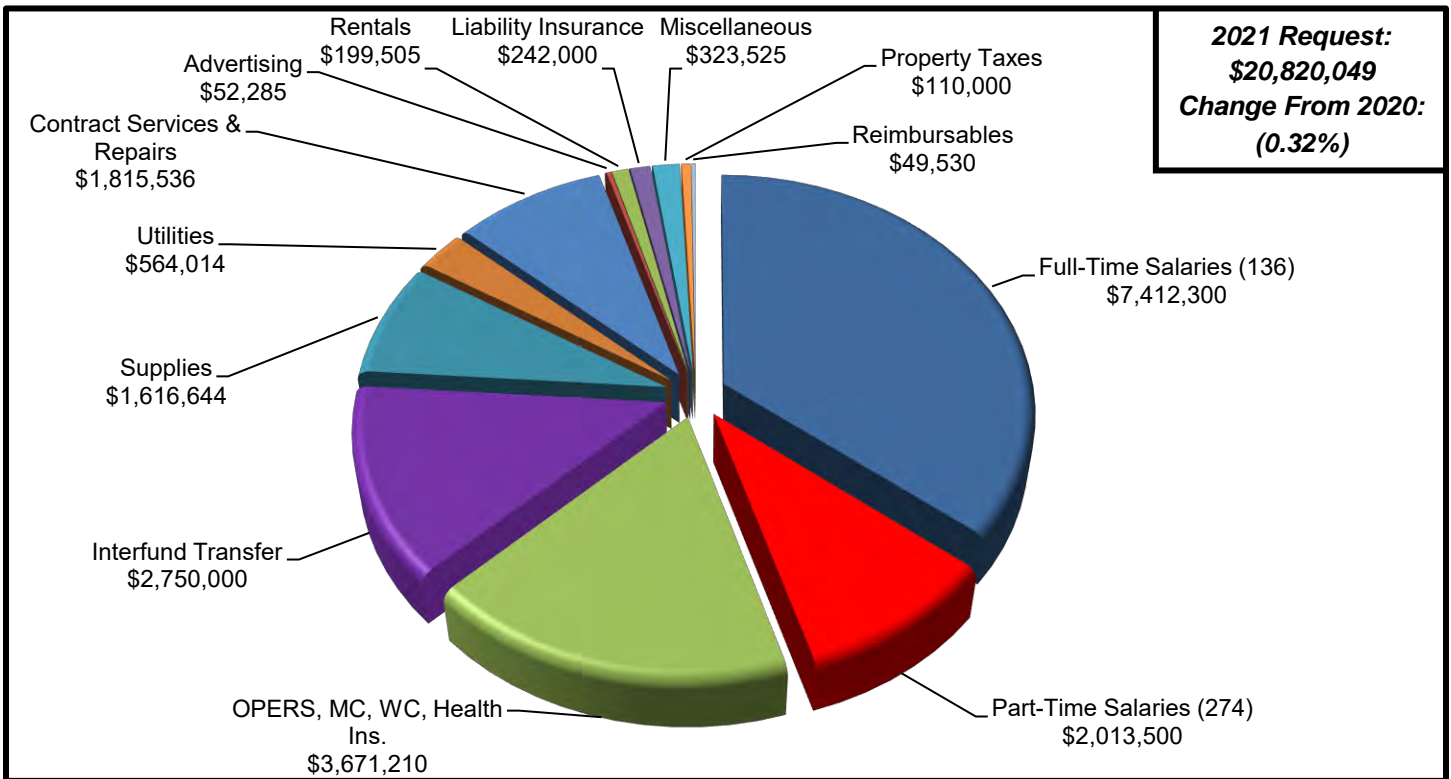


	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Projection</u>	<u>\$ Change</u>	<u>% Change</u>
Total Lake Metroparks	\$19,233,933	\$19,550,121	\$19,618,716	\$18,517,249	(\$1,101,467)	(5.61%)

The 2021 General Fund projected revenues total \$18,517,249, which is a decrease of \$1,101,467 or 5.61% over 2020.

Property Tax and Homestead and Rollback revenues continue to account for the largest portion of the General Fund Revenue. In 2021, 84.13% of the General Fund operating revenues are derived from Property Tax and Homestead and Rollback revenues. Based on the information received from the County Auditor, there is currently a projected decrease in these revenues from 2020 to 2021. This decrease is the result of the County Auditor increasing the delinquency rate from 4% to 6% as a result of the current uncertain economic conditions. This represents a reduction of \$177,366. The 1.9 mill levy which expires at the end of 2024 accounts for an estimated \$9,223,521 (67.3%) of the total property tax revenue while the 0.8 mill levy expiring at the end of 2022 comprises \$3,883,590 (28.3%) and the remaining \$598,713 (4.4%) is generated by the 0.1 mill of inside millage. Included in the 1.9 and .8 property tax levy revenues are \$1,872,445 which represents the projected amount of Homestead and Rollback revenues to be received from the State of Ohio. All other estimated revenues excluding Property Tax and Homestead and Rollback are \$2,938,980. These revenues represent a budgeted decrease from 2020 in the amount of \$924,101. The more significant decreases are Fees, Admissions, and Rental revenues. These decreases represent 61% of the total General Fund decrease, or \$670,225. Retail Sales revenue represents \$155,980 or 14.16% of the remaining decrease in revenues. These reductions are the direct result of cancelled or reduced programs and events due to the current pandemic. More detailed General Fund estimated revenue information on fees and admissions can be found in the individual departmental summaries later in this document.

2021 GENERAL FUND EXPENDITURE REQUEST



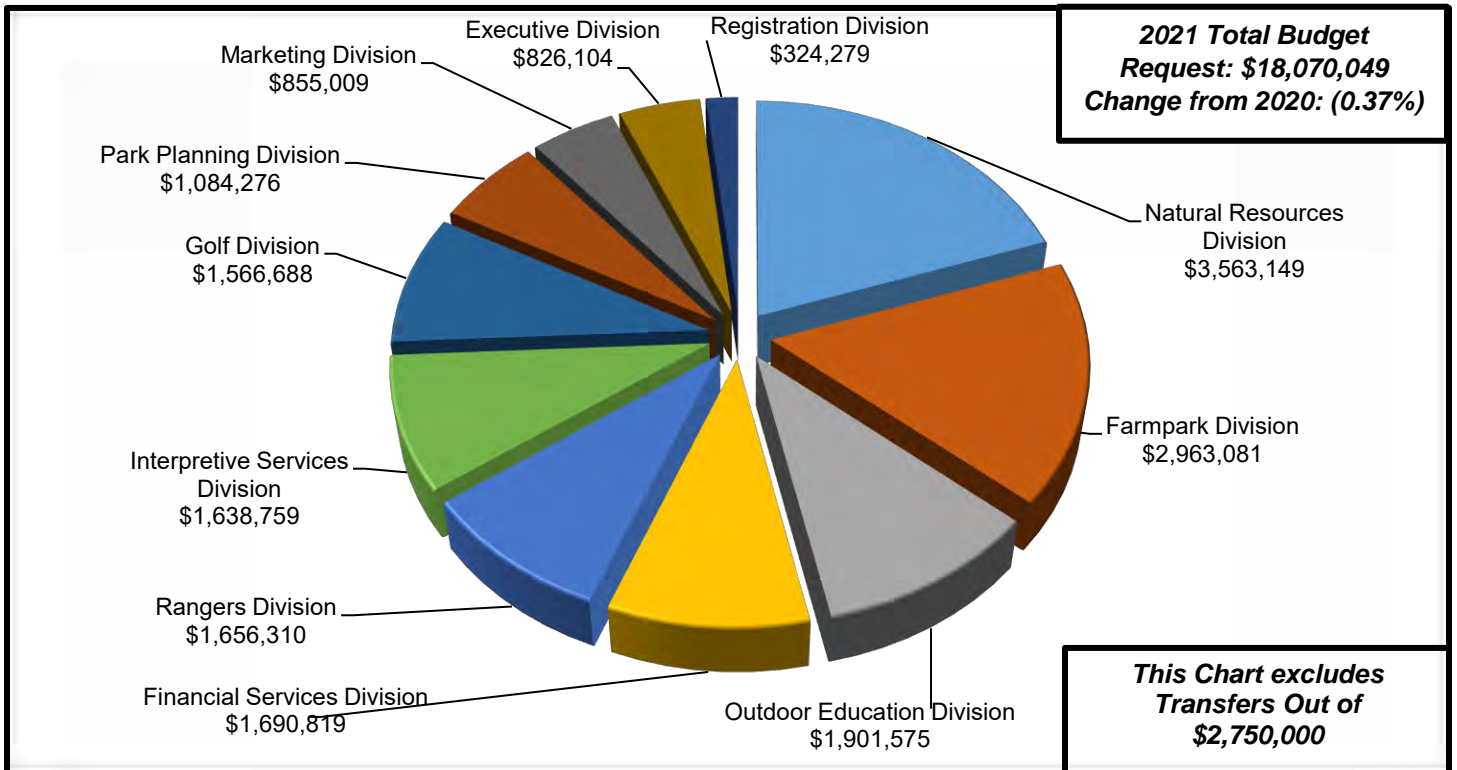
	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
Total Lake Metroparks	\$20,297,460	\$20,560,921	\$20,886,923	\$20,820,049	(\$66,874)	(0.32%)

The 2021 General Fund request for operating expenditures is \$20,820,049, which represents a decrease of 0.32% or \$66,874 over the 2020 budget. The priority of the 2021 request is to provide adequate funding to maintain our existing parks and modified or reduced programs and events.

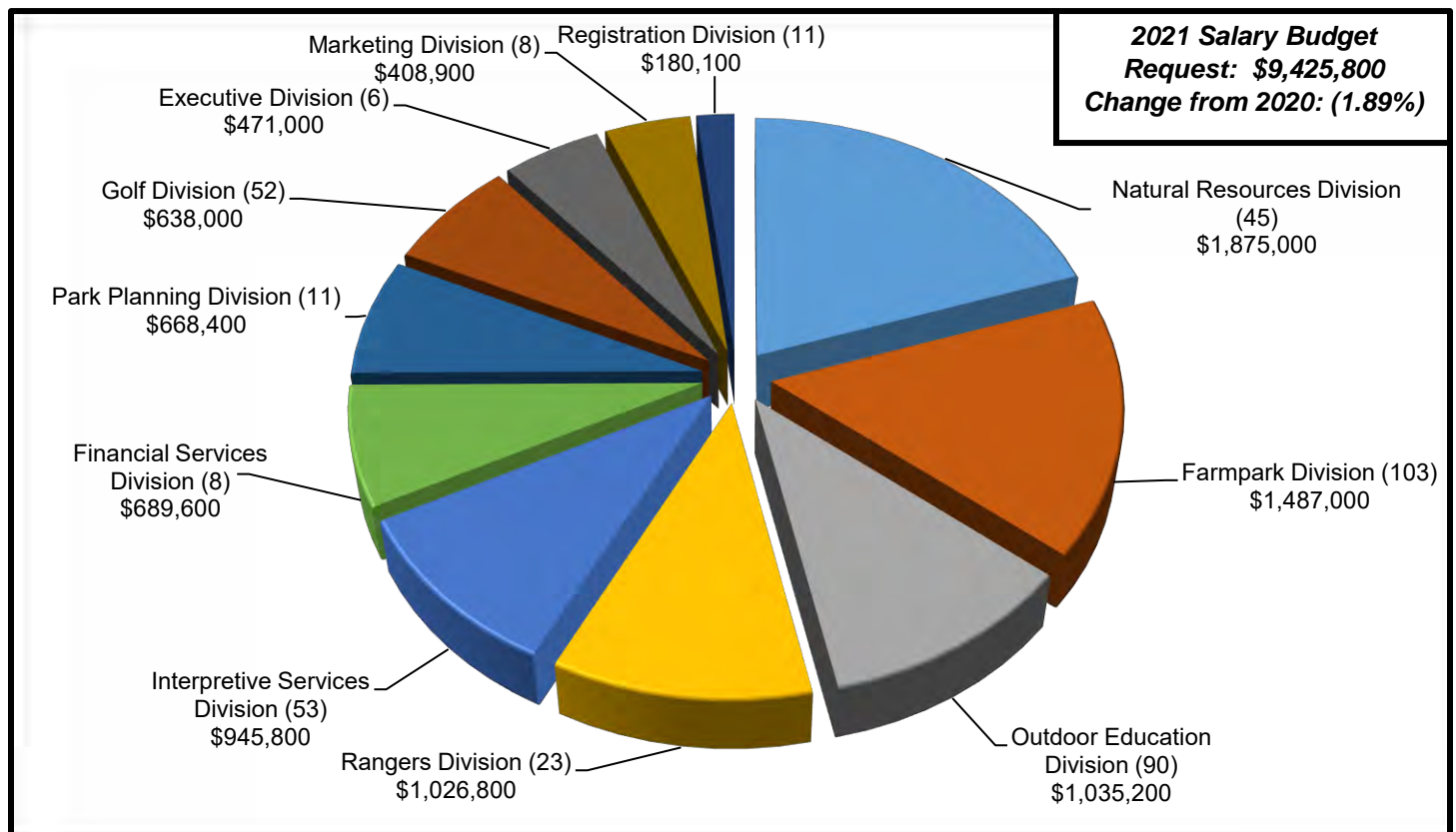
As the chart above illustrates, full-time and part-time salaries represent 45.3% of the total operating budget. With the addition of OPERS contributions, Medicare, Workers Compensation, and Health Insurance expenditures, the Park District's total personnel costs are 62.9% of the total General Fund operating budget. This level of personnel expenditures is reasonable given the Park District's primary objective to provide services to the public as opposed to creating a tangible product which would require more raw materials on an annual basis. Once the Park District expends the cost of acquiring property and completing the initial improvements to provide access (funded primarily out of our Capital Improvement Fund) future General Fund budgets provide staff and resources to maintain the grounds/operations and to conduct programs. These percentages are essentially unchanged from 2020. The \$66,874 projected budget decrease represents projected increases in property tax (Special Assessments) payments, employer health insurance premiums, property and casualty insurance, and other supplies. These increases are offset by reductions in telephone and part-time salaries and corresponding employer related taxes. The individual line item and overall budget decreases are the direct effect of the uncertain future economic conditions and the result of the current pandemic and its effect on the Park District to operate as it had in prior years.

The charts on the following page illustrate total budget and salary expenditures by division within the 2020 request.

2021 TOTAL OPERATING BUDGET BY DIVISION



2021 FULL AND PART-TIME SALARIES/EMPLOYEES BY DIVISION

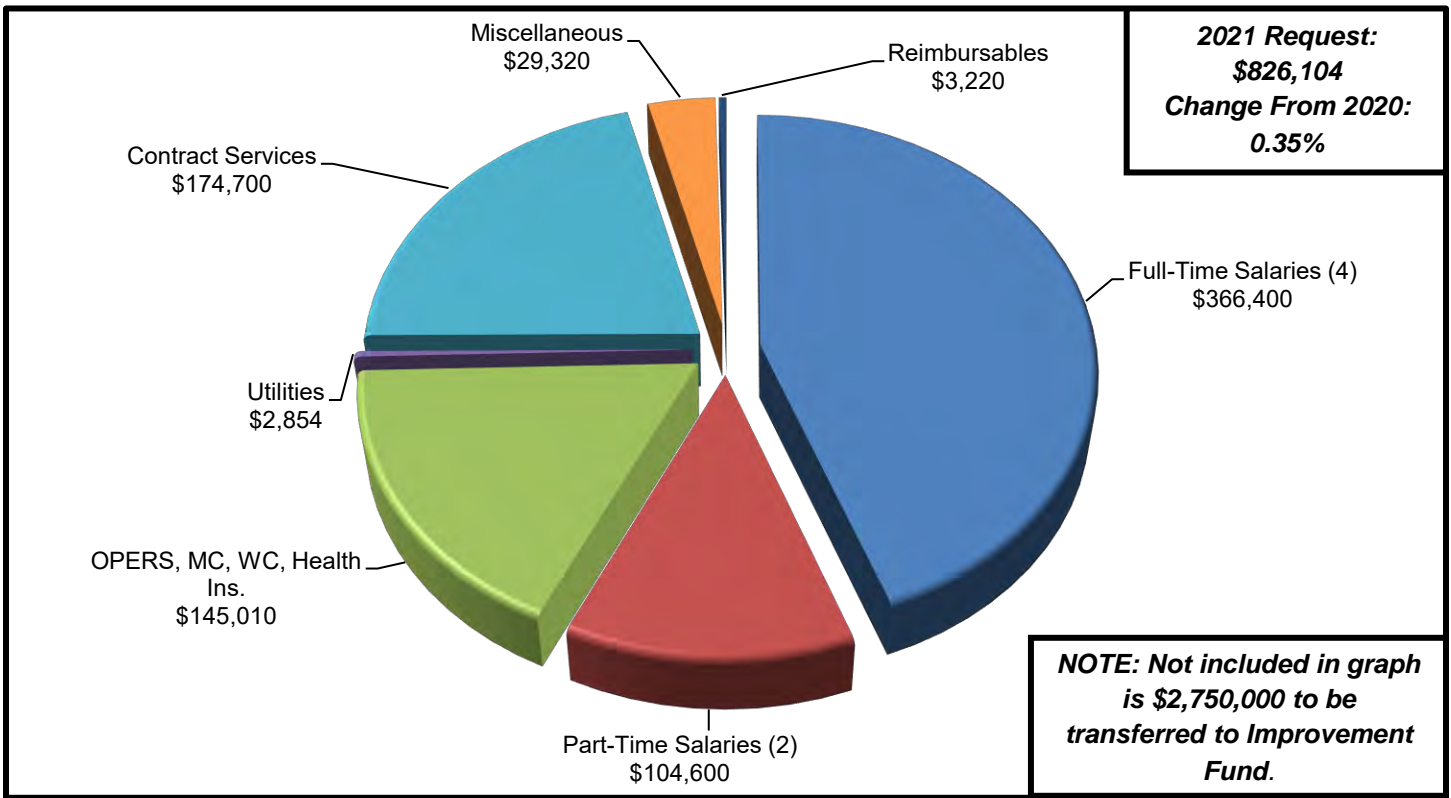




Executive

- Executive
- Marketing & Volunteers
- Rangers

2021 EXECUTIVE DIVISION EXPENDITURE REQUEST

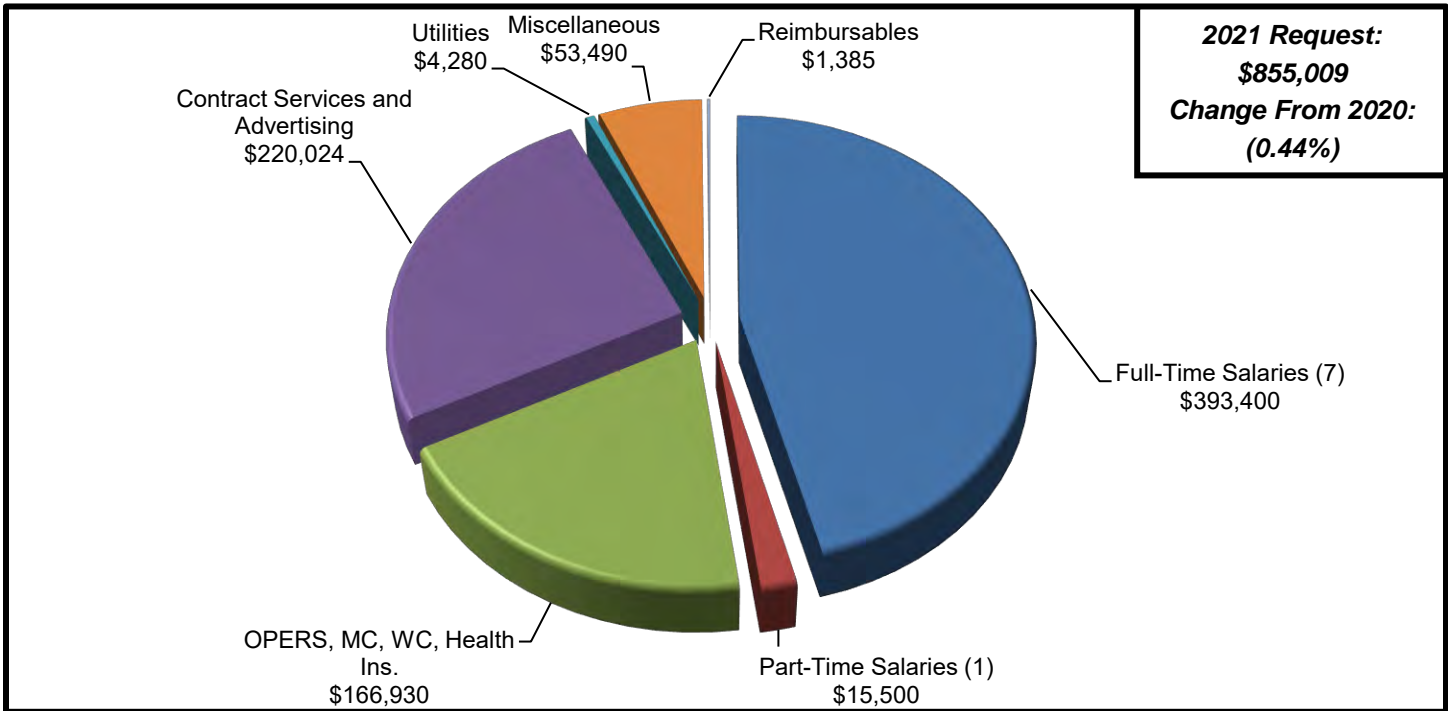


Executive Division	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
	\$799,780	\$791,368	\$823,240	\$826,104	\$2,864	0.35%

The 2021 Executive Division budget request is \$826,104 which is an increase of \$2,864 or 0.35% from 2020. In 2020, the Human Resource Department was reorganized from the Financial Services Division to the Executive Division. The 2018 through 2020 budgets above have been adjusted to reflect this change.

The Executive Division budget includes three departments, the Executive, Park Services and Human Resource Departments. This Division funds the salaries of the Executive Director, one full time assistant, the Park Services Director, Chief of Human Resources, legal counsel and Park District prosecutor. For 2021, there are no significant changes from the prior year. In addition, in order to better illustrate the operating expenditures of this Division, the chart above does not include the \$2,750,000 that is budgeted to be transferred to the Improvement Fund.

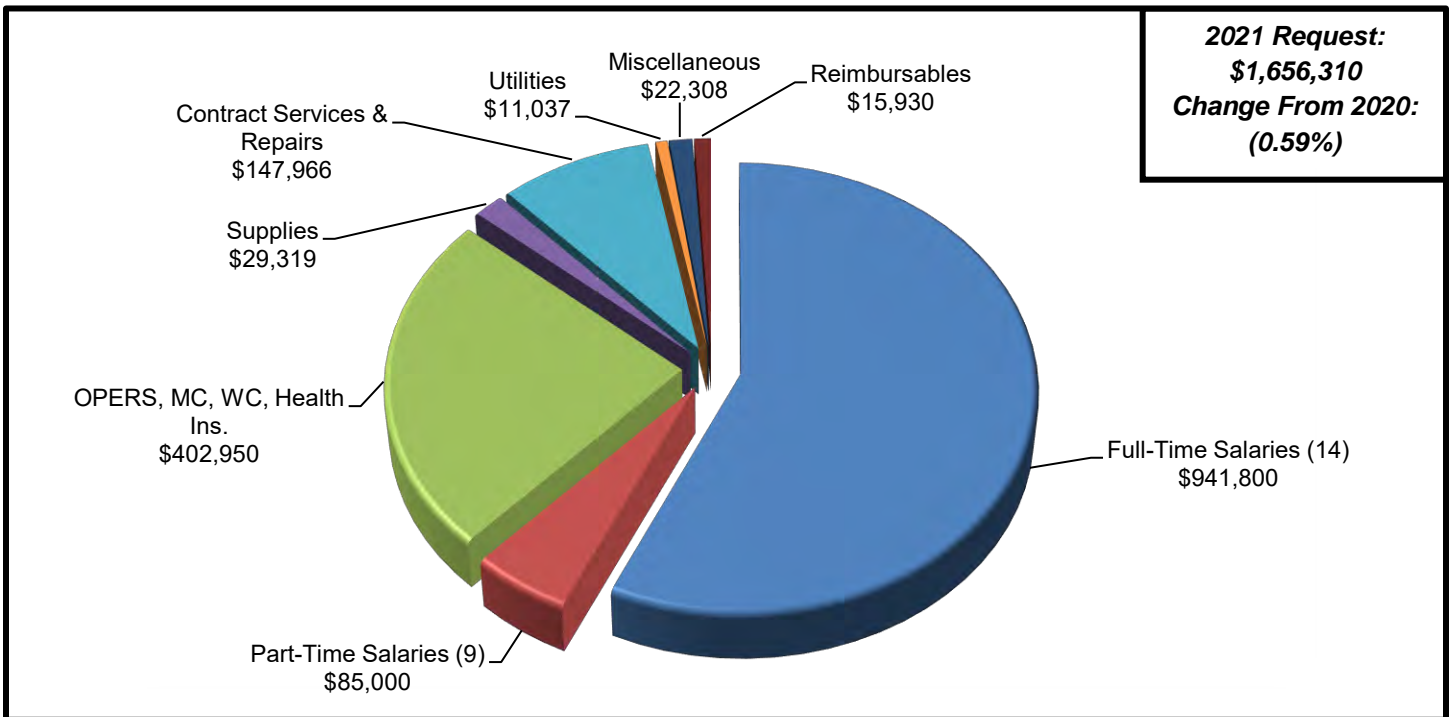
2021 MARKETING & VOLUNTEERS EXPENDITURE REQUEST



Marketing Division	2018 Budget	2019 Budget	2020 Budget	2021 Request	\$ Change	% Change
	\$829,210	\$848,523	\$858,760	\$855,009	(\$3,751)	(0.44%)

The 2021 Marketing Division budget request is \$855,009 which is a decrease of \$3,751 or .44% from 2020. The Marketing Division is comprised of seven full-time and one part-time employee which includes the Volunteer Department and supports all departments in the Park District while also increasing public awareness and appreciation of the Park District. COVID-19 created new challenges, and with the cancellation of most scheduled 2020 special events and programs, marketing cancelled advertising contracts and greatly reduced expenditures to conserve agency funds. In 2020, the marketing strategy shifted to developing and coordinating COVID-19 messaging and communications support. Although some new COVID-19 related signage was needed in the Park District, all marketing and communications otherwise went completely digital via social media, website updates, videos, and weekly e-newsletters. Initially, messaging focused on COVID-19 operational impacts, with closure notifications and explaining public health guidelines to stay safe during park visits. The strategy evolved to highlight what was open and providing activities, downloads and videos offering nature education and easy activities to do both in the parks and at home. Programmers contributed informative blogs and videos posted daily on lakemetroparks.com and shared via social media and in e-newsletters. Maintaining a connection with current customers/followers and expanding our contacts was top priority. With everyone at home and looking at their device screens, public engagement soared. Analytics measured and affirmed all-time record high consumption of our content. Digital platforms became the most effective way to communicate with and help manage visitors during the pandemic. Feedback from visitors and followers overwhelmingly demonstrated the value and benefits of the parks remaining open this year. Operating expenses are expected to return to “normal” in 2021; the small decrease is attributed to the savings that will be realized from a reduced advertising expense since very few events are anticipated in the first part of the year. The Marketing Department remains committed to providing sponsorship and volunteer support to all departments as well as ongoing crucial marketing and communications services.

2021 RANGER DIVISION EXPENDITURE REQUEST



Ranger Division	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
	\$1,653,811	\$1,641,698	\$1,666,085	\$1,656,310	(\$9,775)	(0.59%)

The 2021 Ranger Division expenditure request is \$1,656,310 which is a decrease of \$9,775 or .59% from 2020. Although the full-time Division union salaries are projected to increase in 2021, we were able to effectively reduce our part-time salary allocation for 2021 while maintaining operations.

In 2020, the safety of park patrons, volunteers and employees remained a priority for the Ranger Department. Since the onset of COVID-19 restrictions in mid-March, through August 31st, overall park visitation increased by 25% compared to the same period in 2019. These additional 534,839 visitors created many challenges for the Ranger Division. Some of the issues we faced were maintaining proper social distancing, managing parking lot access and adhering to various Health Department requirements.

While working collectively with other Park District managers, multiple plans were developed to deal with these issues. Some examples were adding extensive signage, parking restrictions, social media posts and reducing facility capacities. These changes greatly assisted the Ranger Division in managing this public health crisis with minimal additional costs.

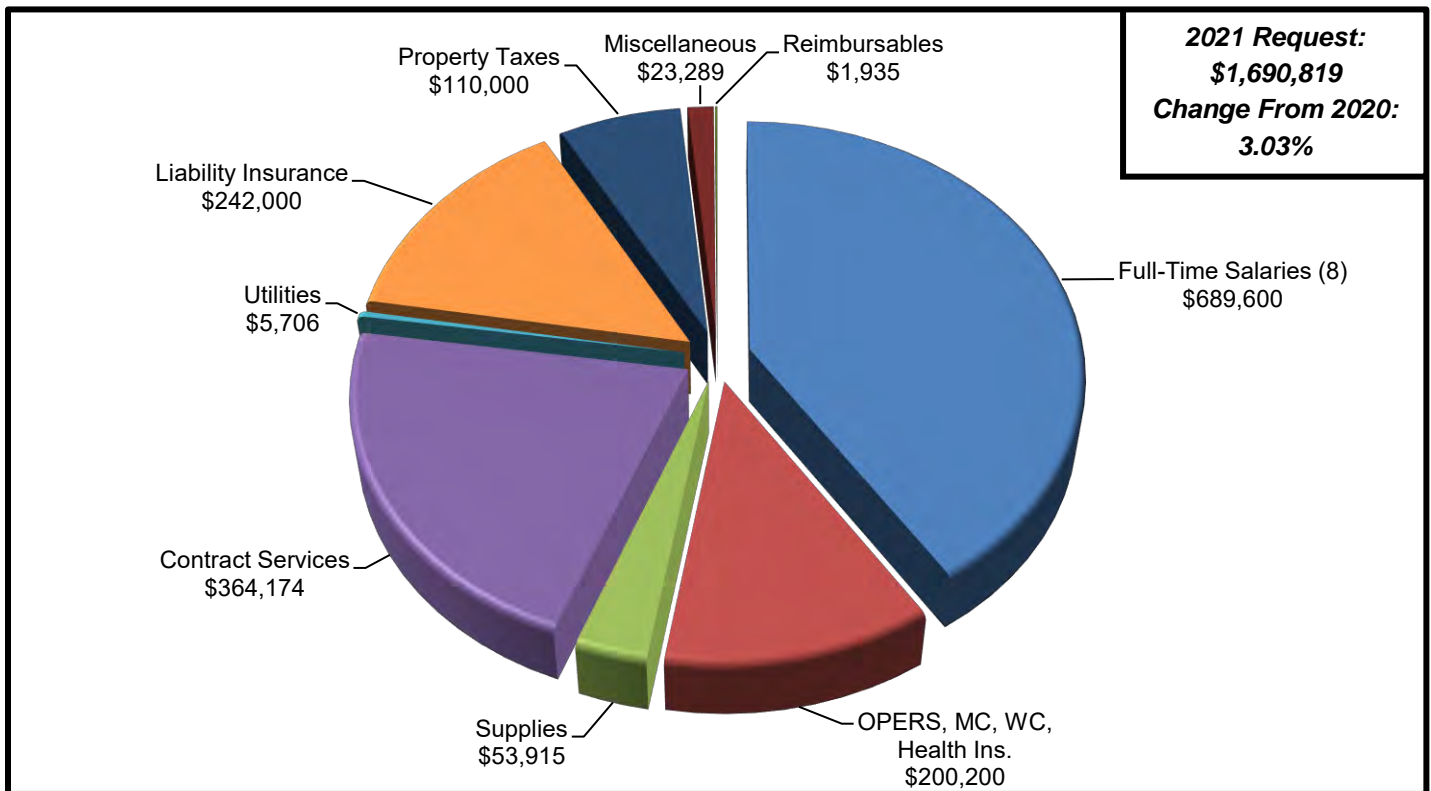
Our full-time ranger staffing allocation remained unchanged compared to 2019. However, for this entire health crisis, we have operated with one less full-time ranger as our hiring process was interrupted by COVID-19. We presently have 12 full-time rangers and one full-time administrative assistant. We are in the process of training a new full-time ranger and anticipate being fully staffed with 13 full-time Rangers by the end of 2020.

As we all know, the year 2020 has been like no other. As we move forward towards 2021, the Ranger Division will continue to strive and maintain a clean and safe park experience for all that visit and work in the Park District while being fiscally responsible.

A photograph of a forest stream with a dog in the foreground. The scene is a lush, green forest with sunlight filtering through the trees. A dog is standing in the shallow water of the stream, looking towards the camera. The water is clear and reflects the surrounding greenery. The stream flows through a rocky bed, and there are fallen logs and branches scattered around. The overall atmosphere is peaceful and natural.

Financial Services

2021 FINANCIAL SERVICES DIVISION EXPENDITURE REQUEST



Financial Services Division	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
	\$1,546,191	\$1,577,530	\$1,641,080	\$1,690,819	\$49,739	3.03%

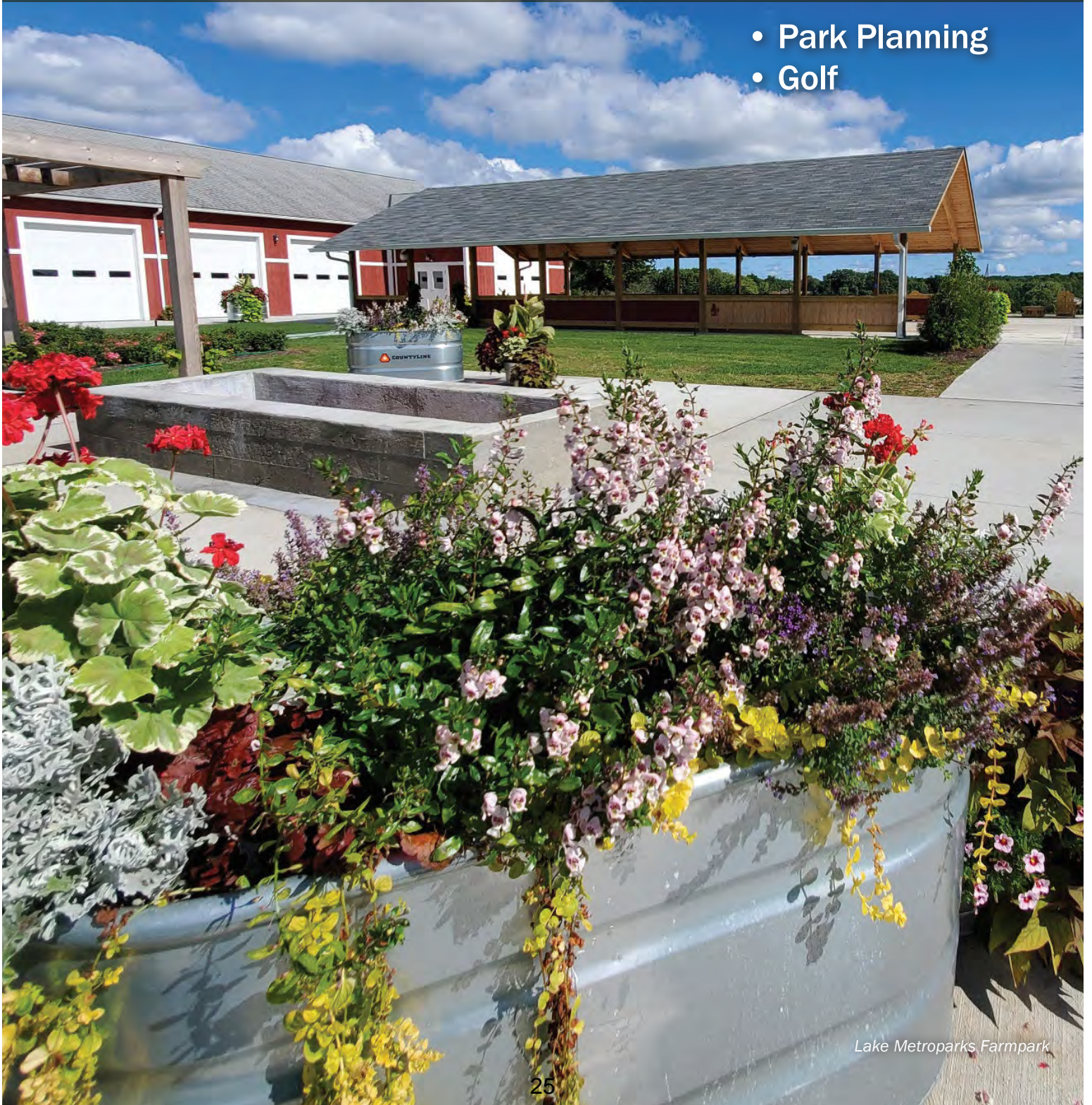
The 2021 Financial Services Division expenditure request is \$1,690,819 which is an increase of \$49,739 or 3.03% from 2020. The Financial Services Division is comprised of 8 full-time employees and is responsible for all accounting activities, payroll processing, financial reporting, budget preparation as well as the Purchasing Department. Starting in 2020, the Human Resources Department was reorganized under the Executive Division and the corresponding 2018 through 2020 budgeted expenditures have been moved to page 22 and reflected in the Executive Divisions budgets for 2018 and beyond.

Consistent with prior years, the significant expenditures for 2021 include liability insurance, Auditor and Treasurer’s fees, property tax payments, safety expenditures, and the annual financial audit. A majority of the 2021 increase is related to employee health insurance, safety supplies related to the current pandemic, general liability insurance and property taxes(special assessments) expenditures.

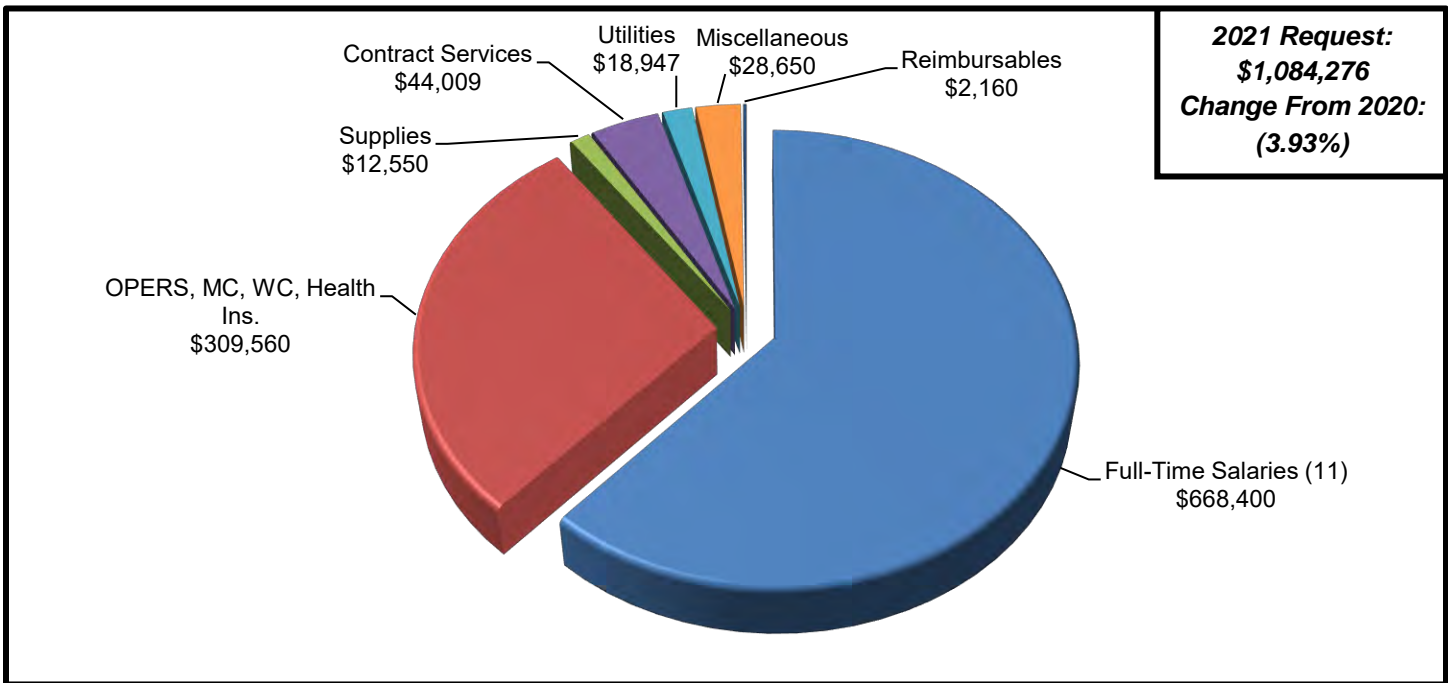
Goals for 2021 are the preparation of the 2020 CAFR and the receipt of the Auditor of State’s Award with Distinction and GFOA Certificate.

Park Planning

- Park Planning
- Golf



2021 PARK PLANNING DIVISION EXPENDITURE REQUEST



	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
Park Planning Division	\$1,148,065	\$1,117,508	\$1,128,640	\$1,084,276	(\$44,364)	(3.93%)

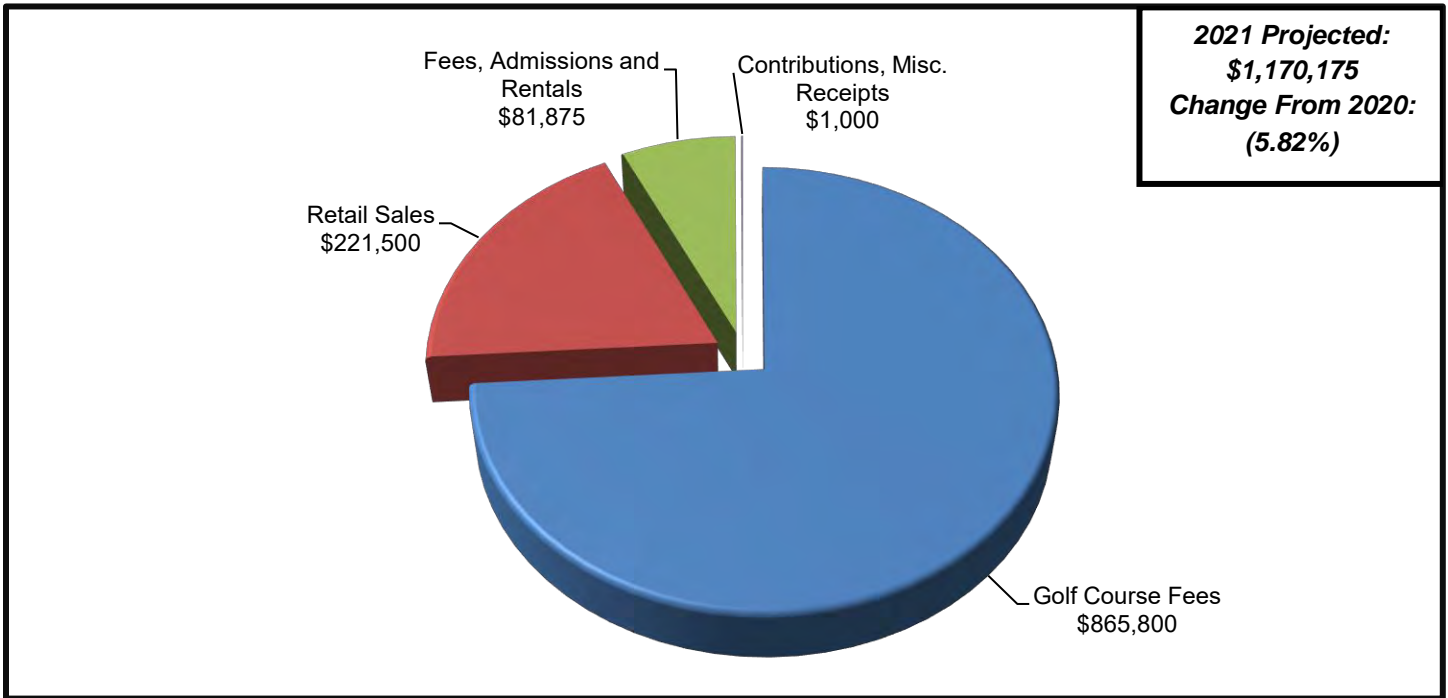
The 2021 Park Planning Division expenditure budget request is \$1,084,276 which is a decrease of \$44,364 or 3.93% from 2020. This decrease is the result of the transfer of the Park Biologist full-time position to the Natural Resources Division. This Division is made up of two departments: Planning/Design and Information Technology (IT), which are comprised of 11 full-time employees.

Major 2020 projects administered by Planning and Design staff included an expansion of the Arcola Creek lease with Lake County; design of an expanded entrance drive into Blair Ridge Park; completion of the Fairport Harbor Lakefront Park shelter; the Farmpark Hilltop Area expansion, addition of the catering area at the Machinery Barn, and completion of the flush restrooms in Festival Field; design of an expansion of the Girdled Road North parking area and demolition of the former residence; acquisition of a trail easement at Hell Hollow; coordination of the emergency shore protection at Lake Erie Bluffs; planning and conceptual design of the Painesville Twp. Park to Fairport Harbor Lakefront Park Trail; and various paving projects. Approximately \$120,000 in grant and foundation funds were administered for capital projects and acquisitions.

In 2020, the Information Technology department replaced outdated computers in several buildings. We also pivoted to support remote and more physically distant work including offering remote-work-related trainings to keep people connected and working. In partnership with the Park Services Division, we completed the replacing of our registration system with a modern, customer-friendly system and continue to improve and train staff to better streamline these services.

The Park District will continue to create new and improved access and use opportunities across facilities in 2021. In 2021, major projects include construction of the Blair Road entrance expansion, a new flush restroom at the Environmental Learning Center, the Girdled Road North improvements, and trail projects at Lake Erie Bluffs and along the lakefront west of Painesville Twp. Park.

2021 GOLF DIVISION REVENUE PROJECTION

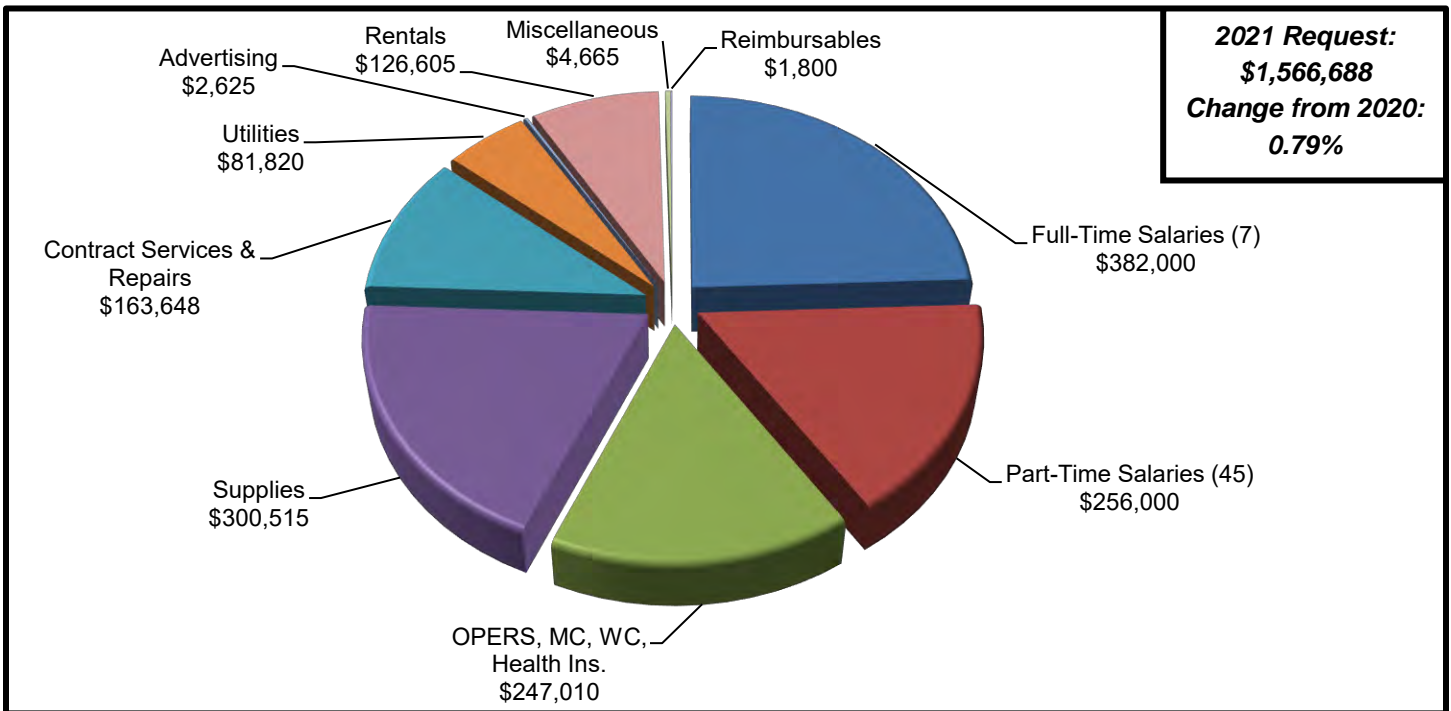


	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Projected</u>	<u>\$ Change</u>	<u>% Change</u>
Golf Division	\$1,259,100	\$1,239,300	\$1,242,550	\$1,170,175	(\$72,375)	(5.82%)

The 2021 Golf Division projected revenue is \$1,170,175 which is a decrease of \$72,375 or 5.82% from 2020. Currently, rounds played and revenues at both Erie Shores and Pine Ridge exceed those budgeted for 2020, while revenue from our contract with Dino's Catering is significantly below the 2020 projection. Overall, we expect the total Golf Division revenues for 2020 to come in slightly less than the \$1,242,550 budgeted.

With a large degree of uncertainty heading into 2021, we are assuming that golf operations, including greens fees, cart rentals, pro shop sales, memberships, and food/beverage, will generate similar revenue to what was budgeted in 2020 while our contract with Dino's Catering will generate approximately 50% of what had been budgeted in 2020.

2021 GOLF DIVISION EXPENDITURE REQUEST



	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
Golf Division	\$1,528,280	\$1,574,264	\$1,554,340	\$1,566,688	\$12,348	0.79%

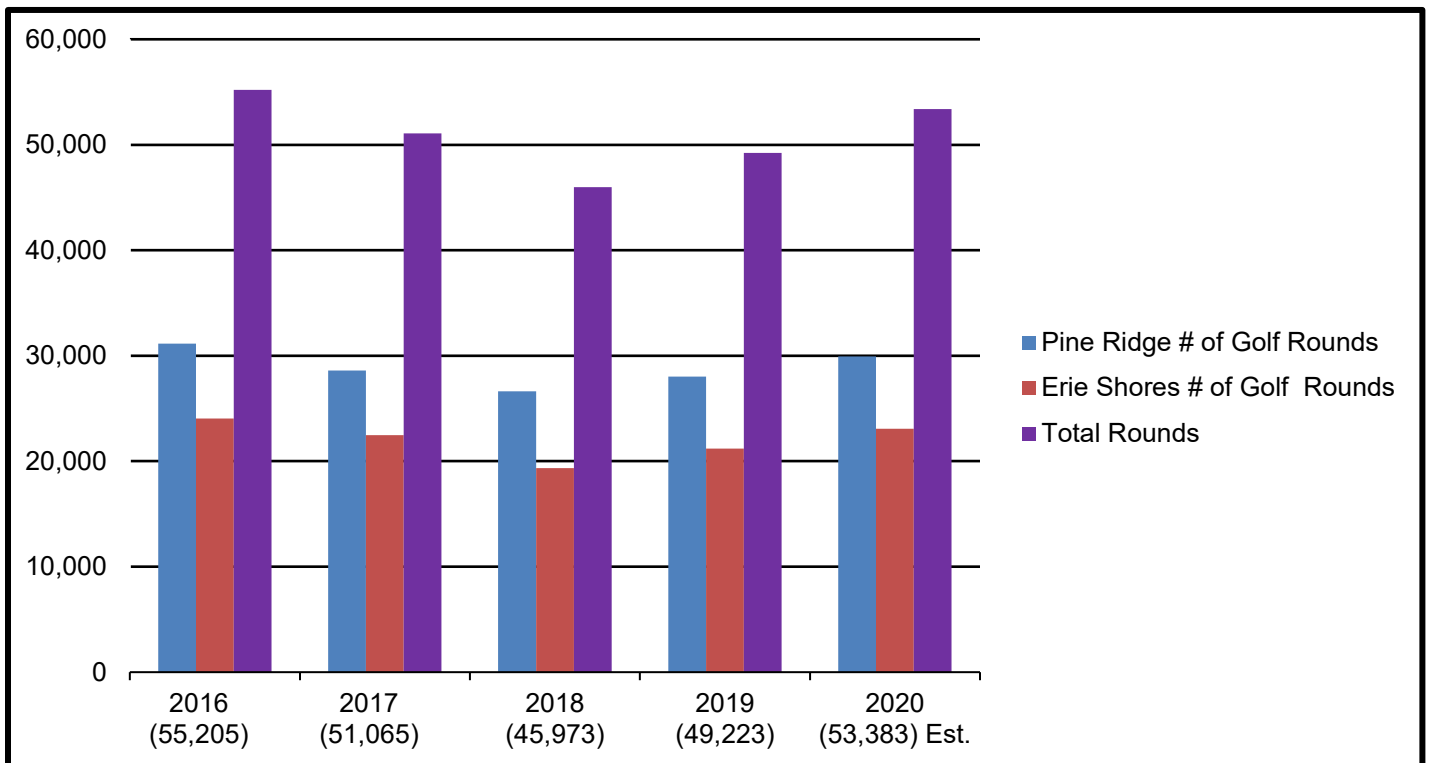
The 2021 Golf Division expenditure budget request is \$1,566,688 which is an increase of \$12,348 or 0.79% from 2020. This slight increase is largely the result of increases in health insurance and utilities. The Golf Division is projected to expend \$1,377,801.37 in 2020 or 89% of the amount budgeted. Staff at both courses continued to do a nice job of containing costs while maintaining very good playing conditions, especially in light of the challenging circumstances. The Golf Division is comprised of 7 full-time and 45 part-time employees.

Major 2020 projects at Erie Shores included the design of irrigation repairs on #13 and 14; new tee boxes on #14 and 15; renovation of the bunker on #14; and cart path repairs. 2020 Pine Ridge improvements included new tees on #1, #2 and #3, relocation of the practice green, demolishing of the old pro shop, and patio improvements at the snack shop area. Also, both courses had significant tree work performed.

In 2021, an emphasis will continue to be placed on marketing both courses, particularly through social media outlets. Improvements at Erie Shores will include additional bunker renovations; the addition/expansion of tee boxes, and the installation of a new irrigation line on holes #14 and 15. Improvements at Pine Ridge will include continuation of drainage improvements, tree maintenance, improvement of the west parking lot and tee box additions/expansions.

GOLF DIVISION

Round Counts 2016 - 2020



Golf rounds played at the Park Districts' two golf courses (see chart above) are cumulatively projected to increase by about 4,160 rounds or 9.0% in 2020 compared to 2019. Individually, Erie Shores is projected to see an increase of about 2,500 rounds or 12.0%. Pine Ridge will see a projected increase of roughly 1,900 rounds or 7.0%. According to the National Golf Foundation and Golf Datatech, LLC, rounds played in Ohio through the end of August 2020 are up 6.3%, less than the positive increase we experienced at our two courses.

Compared to the five-year average (2015-19) of 51,095, rounds played in 2020 are up 5.0% and compared to the three-year average (2017-19) of 48,754, rounds played in 2020 are up 11.0%. The five-year and three-year averages, and projected 2020 rounds for Pine Ridge are 28,934, 27,751, and 29,940, respectively. The rounds for the same periods at Erie Shores are 22,161, 21,003 and 23,745.

Rounds in 2020 have been influenced by the intricacies of the global pandemic, both negatively and positively. On the one hand, the Park Districts' two courses were closed for approximately six weeks in late March and most of April. Based on 2019 figures, this closure cost the two courses roughly a combined 3,100 rounds. However, the dynamics of the pandemic have made golf a very attractive outdoor pursuit. For example, rounds played at both courses in September 2020 exceeded all years prior dating back to at least 2007. June, July and August monthly rounds beat previous years dating back to 2012.

It is yet to be seen whether this rebound in golf is a pandemic-driven anomaly or a shift in golfer interest. Or perhaps both. Based on comments received at both courses throughout the year, our staff certainly made a good impression with both their customer service and their maintenance of the golf courses and facilities.

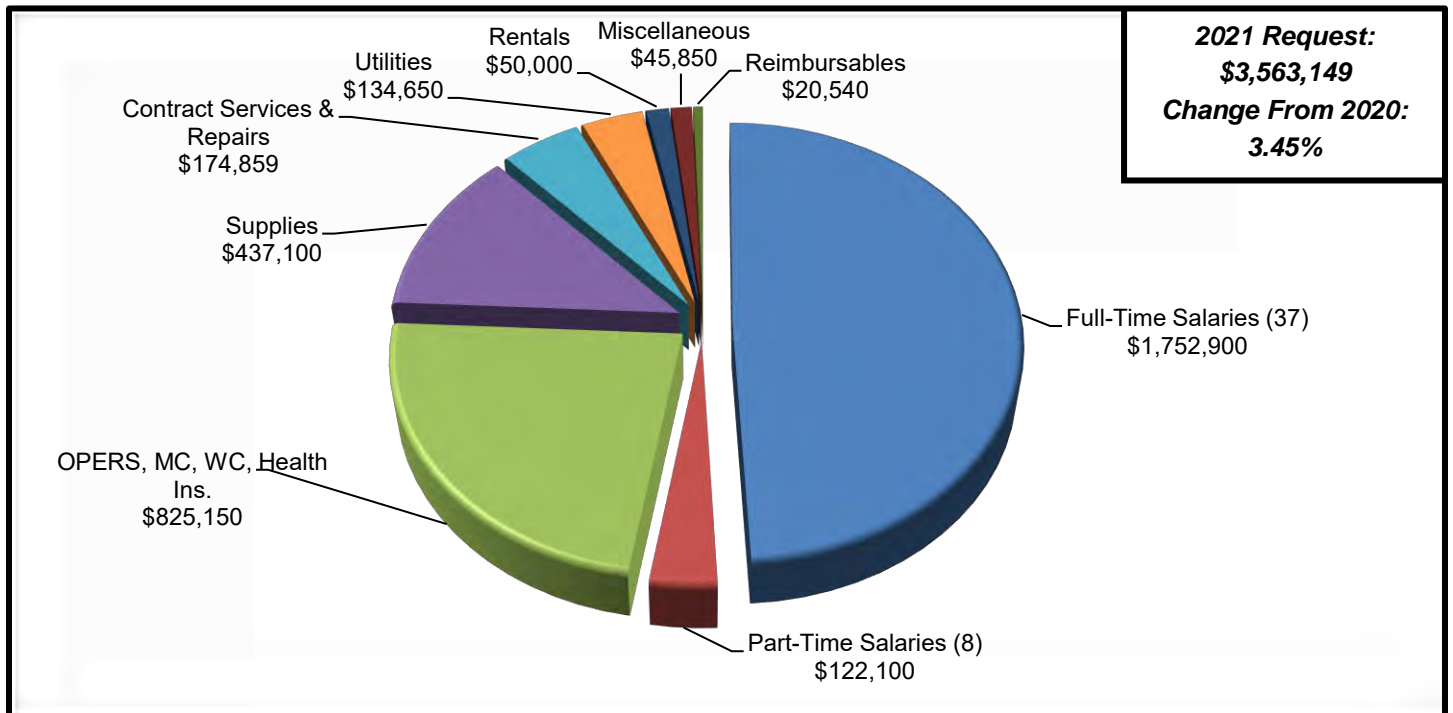
NOTES:



Park Operations

- Natural Resources

2021 NATURAL RESOURCES EXPENDITURE REQUEST



	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
Natural Resources Division	\$3,350,350	\$3,489,681	\$3,444,380	\$3,563,149	\$118,769	3.45%

The 2021 Natural Resources Division budget request of \$3,563,149 represents an increase of \$118,769 or a 3.45% from 2020. The requested increase is a result of transferring one full-time position from the Planning Division and increased health insurance and personnel costs for employees obtaining professional development certifications and licensures.

2020 accomplishments include our Natural Resources staff working through and maintaining the parks, structures and trails to a high level of cleanliness and safety with the increased challenges, requirements and visitation brought about by the pandemic. 2020 improvements included completing trail renovations at Concord Woods, Skok Meadow, Veterans and Gully Brook Parks. We added more erosion control at Fairport Harbor Lakefront Park, expanded Arcola Creek Park lake frontage, added access into the Leroy Wetlands from Hidden Lake and completed the ELC Tulip tree loop trail.

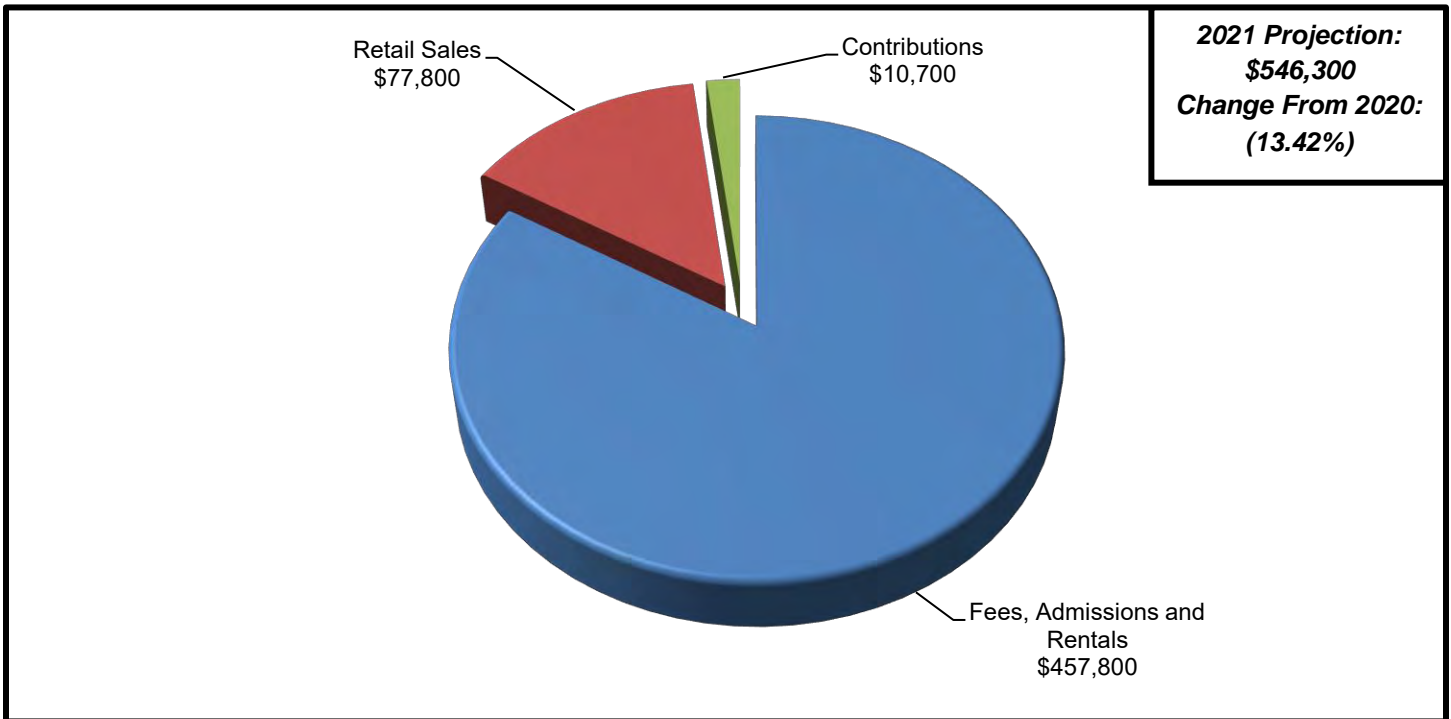
With this budget, we will continue in providing clean parks and continue our efforts to keep visitors safe. We will continue trail renovations at Chagrin River Park, enhance Girdled Road North Park, continue to improve Leroy Wetlands, construct Adventure Play, add campsites, improve river access at Indian Point and move forward with the final phase of the Concord Woods east wing mechanical renovation plan. We will continue to grow our invasive species control efforts, improve our pond and lake management activities, continue with our old field management plans, work towards updating our invasive species prioritization and update our existing new plant and wildlife inventories.

Park Services

- Outdoor Education
- Interpretive Services
- Farmpark
- Registration & Visitor Services



2021 OUTDOOR EDUCATION DIVISION REVENUE PROJECTION



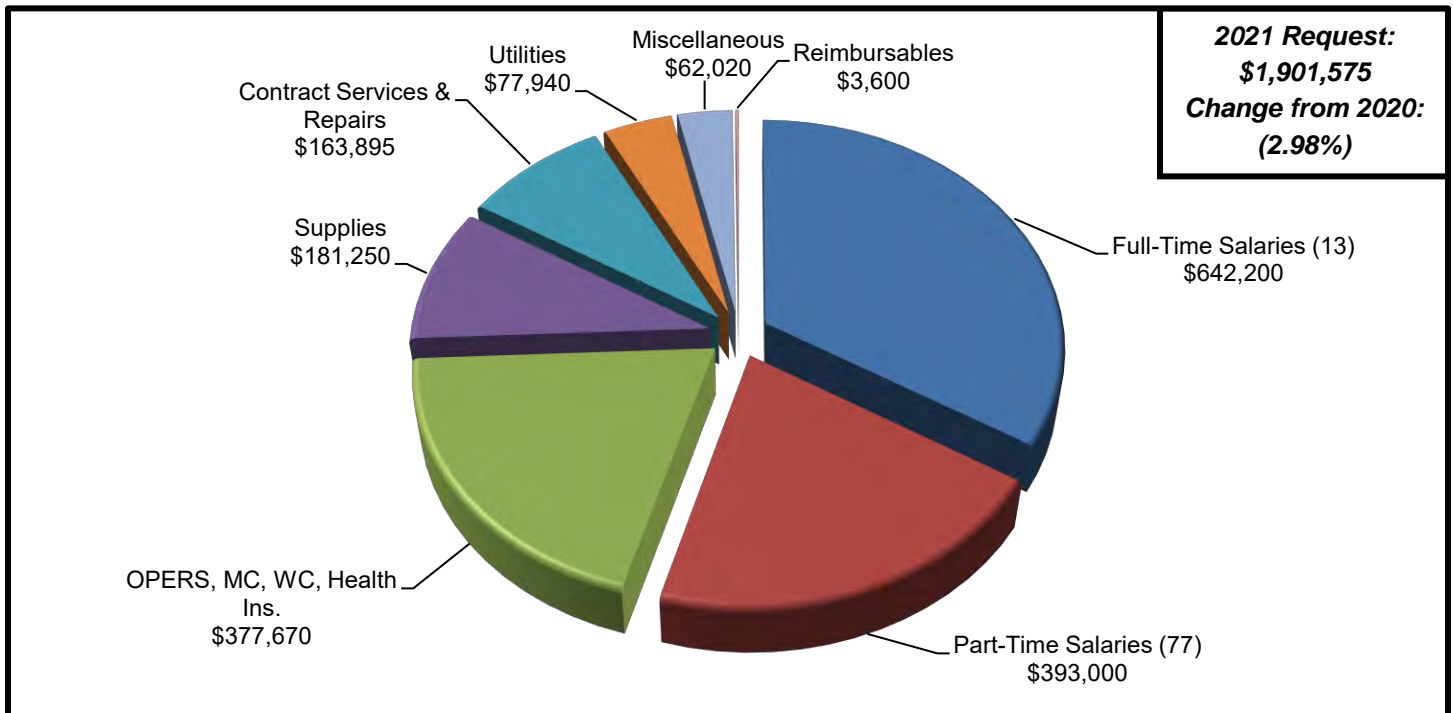
Outdoor Education Division	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Projection</u>	<u>\$ Change</u>	<u>% Change</u>
	\$550,700	\$595,000	\$631,000	\$546,300	(\$84,700)	(13.42%)

The 2021 Outdoor Education Division's projected revenue is \$546,300 which is a decrease of \$84,700 or 13.42% from 2020. This decrease is directly attributable to an anticipated lack of requested, parks plus programs and special event participation as well as limited ski and paddle rentals expected due to impacts from COVID-19.

Traditionally weather tends to play the largest role in impacts to revenue generation by this Division, however we are projecting a greater impact from uncertainties surrounding public health conditions in 2021. Fortunately, we've learned a tremendous amount about how to adapt to these uncertainties and we feel confident that despite these potential impacts we will be able to adjust offerings for our visitors so they may still engage in the many popular outdoor pursuits they have come to expect from us.

The majority of the Fees, Admissions and Rentals revenue for this Division are derived from program fees and our Halloween event ticket sales. The Retail Sales portion of the revenue is derived from concession sales at Fairport Harbor Lakefront Park and Painesville Twp. Park in addition to boat rentals, ski/snowshoe rentals and retail sales during Halloween Hayrides. For 2021, the Outdoor Education Division plans to focus modifying and running as many of our major programs and special events as possible. This has already begun by our conversion of Halloween Hayrides to a drive-thru style event.

2021 OUTDOOR EDUCATION DIVISION EXPENDITURE REQUEST



Outdoor Education Division	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
	1,842,220	\$1,901,806	\$1,960,045	\$1,901,575	(\$58,470)	(2.98%)

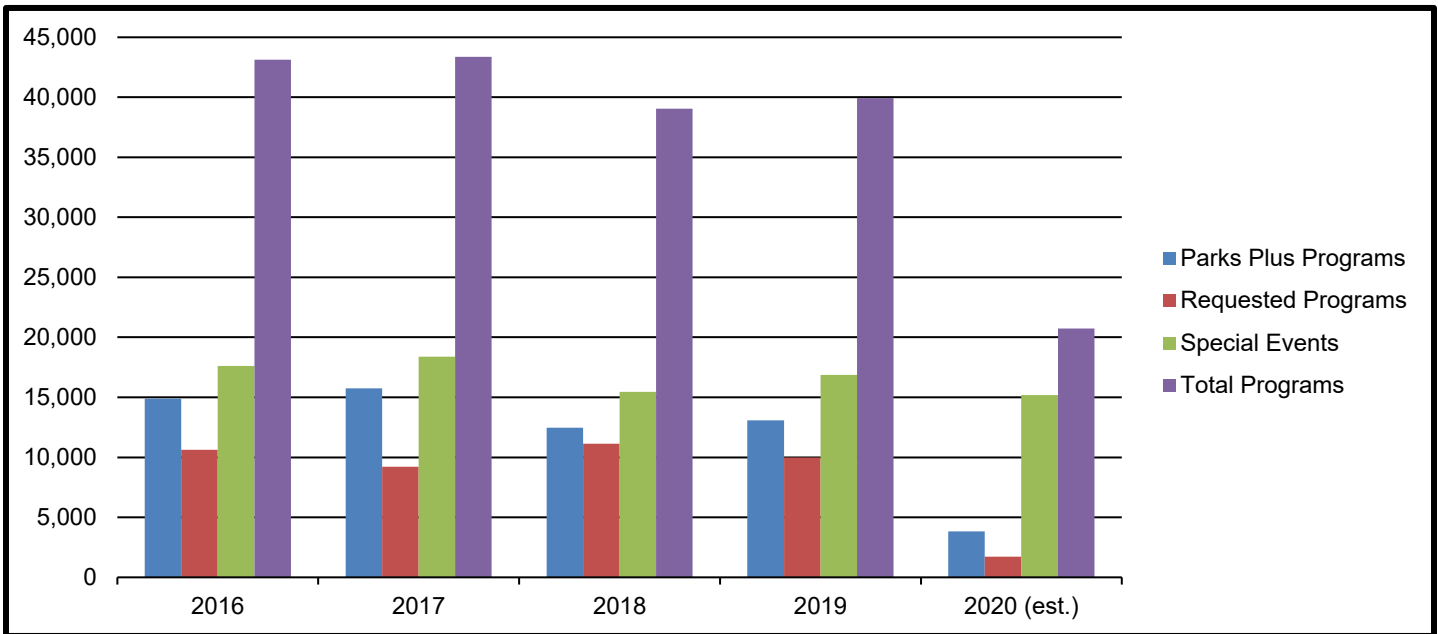
The 2021 Outdoor Education Divisional budget request is \$1,901,575 which is a decrease of \$58,470 or 2.98% from 2020. The Outdoor Education Division is comprised of 13 full-time and 77 part-time and seasonal employees. The Outdoor Education Division’s budgeted decrease is largely attributable to reduced part-time and seasonal expenditures. Although the Outdoor Education Division’s overall budget decreased, we anticipate continuing to provide high quality public service to our visitors through programs and modified event offerings.

After a delayed start to the 2020 summer season, the Outdoor Education Division was able to provide a fairly typical summer season at Painesville Twp. Park with baseball and softball rentals and at Fairport Harbor Lakefront Park beach, with reductions in offerings and a modification to the hours of operation and capacity. Despite reduced capacities and strict sanitizing guidelines in place for facilities, each venue’s visitation increased as the summer proceeded. Additionally, facility rentals began to pick up towards late summer at our most popular venues such as Painesville Twp. Park Community Center and at Lakefront Lodge.

In 2021, the Outdoor Education Division will continue to find ways to bring educational and recreational programs to schools, scouting groups and the public through the use of available technology and through event modification. We’ve worked closely with local health authorities to be able to provide quality programs and events and will continue to do so into 2021.

OUTDOOR EDUCATION DIVISION

Program Participants 2016 – 2020



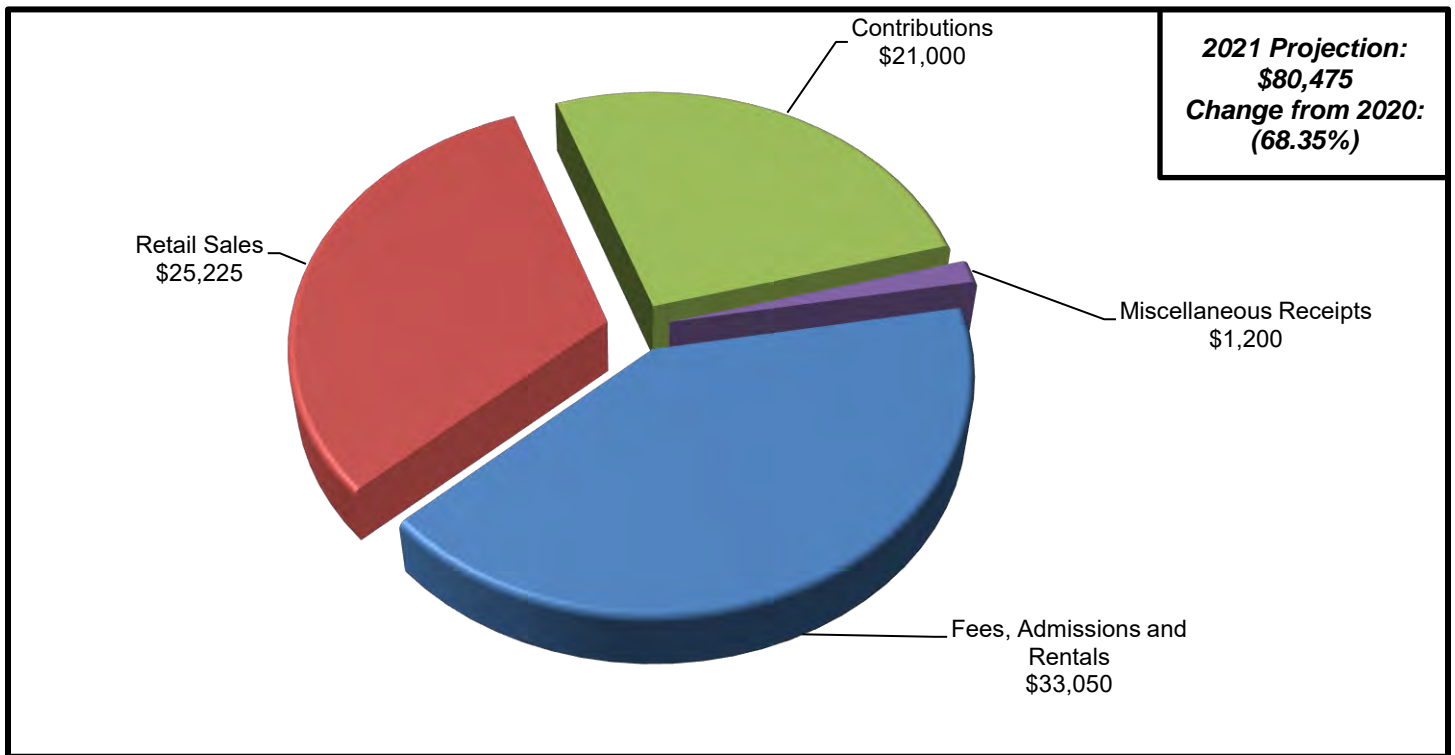
The participation in Outdoor Education Division’s programs is estimated to decrease by 19,208 participants or 48% from 2019 to 2020. This decrease is attributed to the COVID-19 pandemic. The majority of Outdoor Education Division’s public requested programs and events were canceled or dramatically reduced due to the pandemic.

All major special events including the Grand River Canoe & Kayak Race, Northcoast Senior Games and Pirate Triathlon were canceled out of an abundance of caution. As the public health crisis continued, we worked with state and local health authorities to determine what could be done to salvage some of our public offerings and were able to do so in some cases. For example, Halloween Hayrides is now a modified Halloween themed event, Halloween Drive-thru. This adjustment will allow us to accommodate about the same amount of public as the traditional Halloween Hayrides event would have (about 16,000 guests) from the safety of their own vehicles. The Outdoor Education Division will continue to have a significant presence at the similarly modified Country Lights Drive-thru experience. Although we will not be facilitating a traditional Santa’s Workshop component during that event, we will be doing a drive-up style toy workshop with pre-bagged toys for purchase and Outdoor Education Division staff will provide both preparation and assistance with event sales in addition to general event preparation.

The Outdoor Education Division’s focus for 2021 will likely be determined by how COVID-19 and its impacts continue to evolve. Our goal is to continue to re-define and re-invent our offerings to provide our visitors with interesting and safe opportunities to enjoy their parks and its features. We will continue to adjust programs to stay within the guidelines provided by both state and local health authorities. Additionally, we are looking at ways to take advantage of available and emerging technologies to provide some of our most popular programs to schools, public groups and other organizations.

NOTES:

2021 INTERPRETIVE SERVICES DIVISION REVENUE PROJECTION

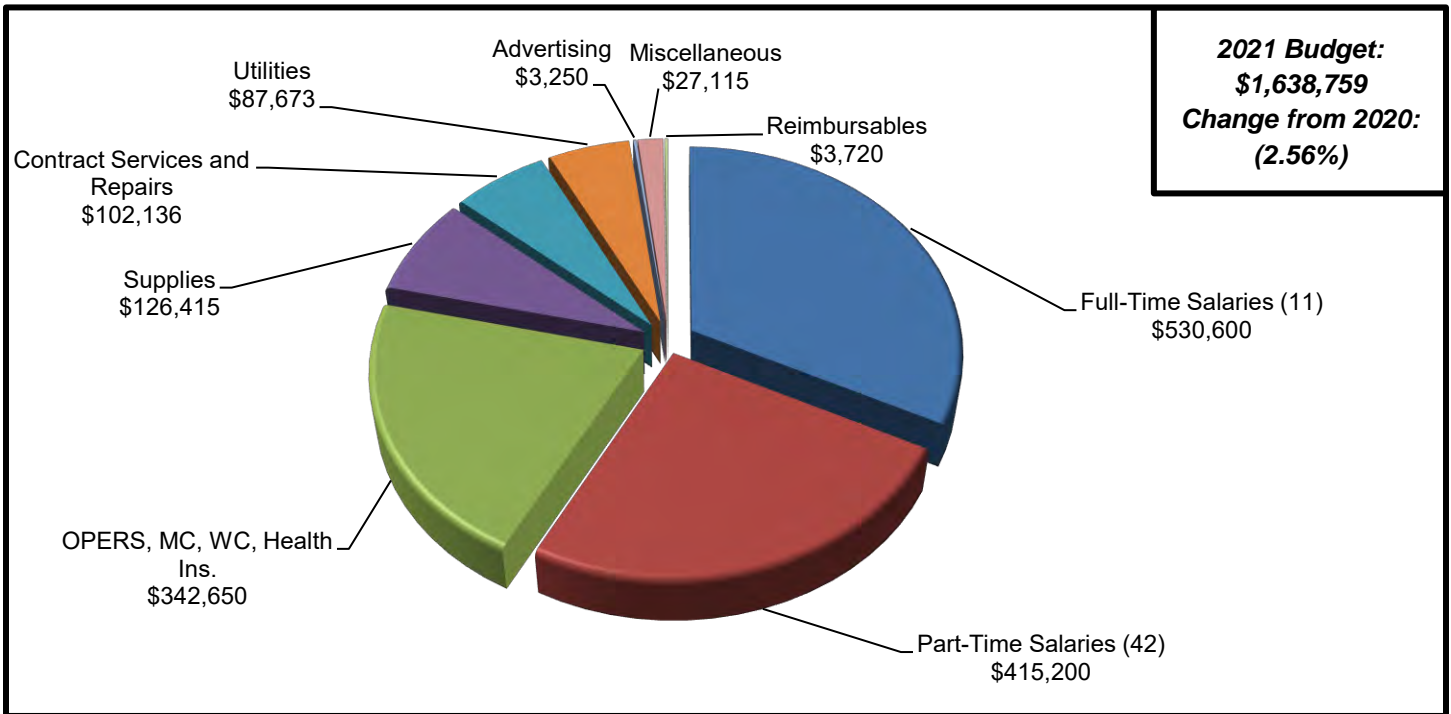


<u>Interpretive Services</u> Division	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Projection</u>	<u>\$ Change</u>	<u>% Change</u>
	\$254,105	\$254,305	\$254,305	\$80,475	(\$173,830)	(68.35%)

The 2021 Interpretive Services Division revenue projection is \$80,475 which is a decrease of \$173,830 or 68.35% over 2020. However, it is reflective of the Division's best attempt to realistically estimate revenue generation into 2021. This Division is not recommending fee increases for 2021 and does not anticipate increases across its revenue generating operations next year, primarily due to a reduction in programs, rentals and special events through at least the first half of 2021. This Division is responsible for programming, special events, daily operations and maintenance at Penitentiary Glen Nature Center, the Nature Play Area, the Kevin P. Clinton Wildlife Center, and the Children's Schoolhouse Nature Park. The Division also provides interpretive programming, outreach, special events and field experiences at most other parks and properties throughout the park system. Interpretive Services also operates one of the Park District's primary retail centers, The Nature Store at Penitentiary Glen.

The Division generates revenue from registration program fees, facility rentals, art show sales, snowshoe rentals, donations, and retail sales. Most of this budget (\$33,050) reflects revenue related to program fees and rentals, of which summer camps make up 38% (\$12,600). A portion of the revenue is also generated by gifts. Thus far in 2020 we have received \$12,000 of noteworthy gifts from charitable organizations. We anticipate the receipt of \$15,000 from a few additional gifts which have generally been made in the latter portion of each year. Plans to fund our 2021 installment of Trees for Wildlife in a virtual format are in the works and we are finalizing details with an interested sponsor. Additionally, in 2021 the Division plans to focus its resources on offering targeted programming, including our popular day camps, as well as modified special events as conditions permit.

2021 INTERPRETIVE SERVICES DIVISION EXPENDITURE REQUEST



2021 Budget:
\$1,638,759
Change from 2020:
(2.56%)

Interpretive Services Division	2018 Budget	2019 Budget	2020 Budget	2021 Request	\$ Change	% Change
	\$1,581,967	\$1,606,079	\$1,681,827	\$1,638,759	(\$43,068)	(2.56%)

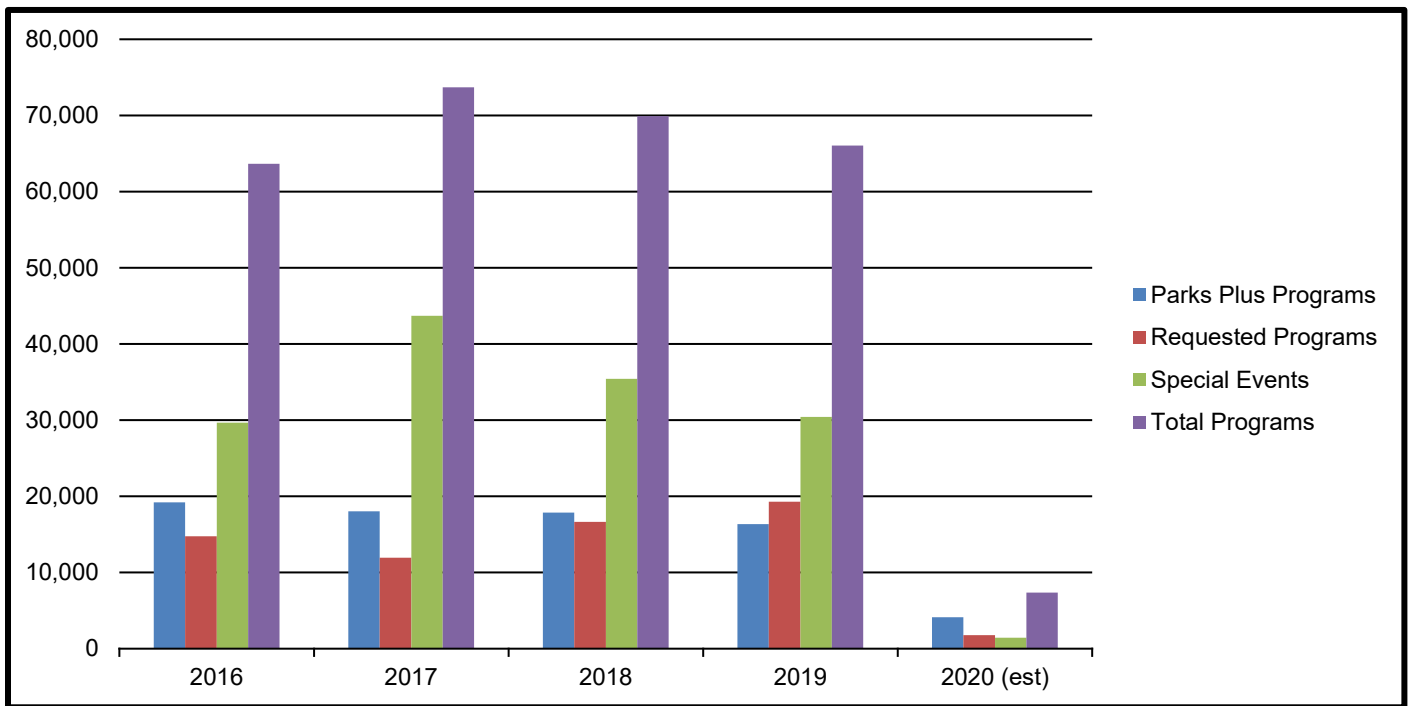
The 2021 Interpretive Services Division’s expenditure request is \$1,638,759 which is a decrease of \$43,068 or 2.56% from 2020. The majority of this budget reflects expenses related to personnel. The Interpretive Services Division is comprised of 11 full-time and 42 part-time and seasonal employees.

Free-to-the-public experiences at Penitentiary Glen Reservation such as special events, which include Fun Days and special programs, the Nature Play Area, visiting the Kevin P. Clinton Wildlife Center yard, and hiking the nearly 8 miles of trails have remained popular with families. Penitentiary Glen remains one of the top visited parks in the system with summer 2020 visitation having nearly doubled from the previous year. Our requested expenditure budget for 2021 will enable us to continue to provide the quality and standard of customer service for these and other experiences which have maintained their popularity over the past few years.

In addition to our 30 permanent animal residents requiring daily care, animals for rehabilitation accepted at the Kevin P. Clinton Wildlife Center for 2020 totaled 144, most of which were brought in prior to the closure in March. Although we limited open animal intake once the shutdown began, we still continued to accept higher profile species including two bobcats and five bald eagles at the request of the Ohio Division of Wildlife. These species require significant resources to rehabilitate and maintain.

INTERPRETIVE SERVICES DIVISION

Program Participants 2016 – 2020



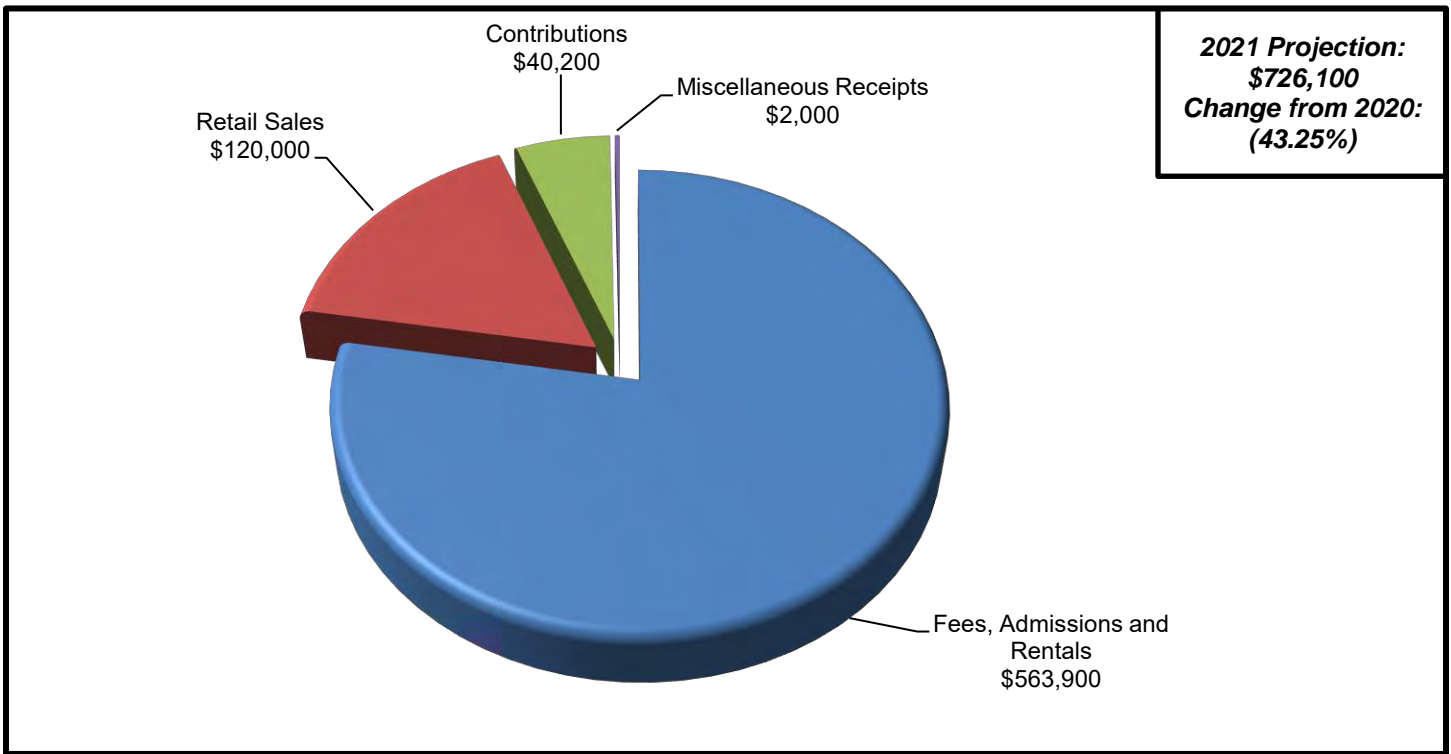
Program participation for the Interpretive Services Division for Parks Plus, requested programming and events is estimated to decrease by 58,715 people, or 89.89% from 2019 to 2020 due to the COVID-19 pandemic. Due to the pandemic, the Interpretive Services Division only offered five of the thirty-two planned special events, reducing the overall special event attendance by 95.22% from 2019 to 2020.

The traditional approaches for our most popular events were canceled for 2020 due to the pandemic, including Earth Day (normally 4K visitors), Bug Day (5K), HOO-loween (2K), Candy Land Exhibit (20K). Additionally, public Train Days (5K) and Concerts in the Glen (1.5K) series were also both canceled for 2020. Requested Programming was reduced by 90.84% from 2019 to 2020 largely due to the pandemic's impacts on schools, including an abrupt halt to the annual Trees for Wildlife program which only served 641 students before shutting down (versus 3K annually). After working with local health authorities, we were able to modify and run a couple premier events, including River Jamboree, Best of the Bluffs and Bug Day to serve smaller than normal, but satisfied crowds at both events. We also plan to present modified program offerings reflecting the themes of our popular fall and winter programs, such as Autumn Night Prowls (instead of Magical HOO-loween) and Wild Winter Nights (instead of the traditional Candy Land Exhibit). Parks Plus programming experienced a sharp decrease of 74.80% from 2019 to 2020. Limited Parks Plus programming resumed in August after day camps wrapped up. Although not "sold out" by any measure, these modified programs were well received by a thankful public and the most popular were Night Hikes, Creek Crawls and our popular Knee-high Naturalist series programs for families with young children.

Our focus for 2021 will be to continue to explore ways to offer safe and popular programs and events for our public, while complying with applicable state and local health guidance.

NOTES:

2021 FARM PARK DIVISION REVENUE PROJECTION

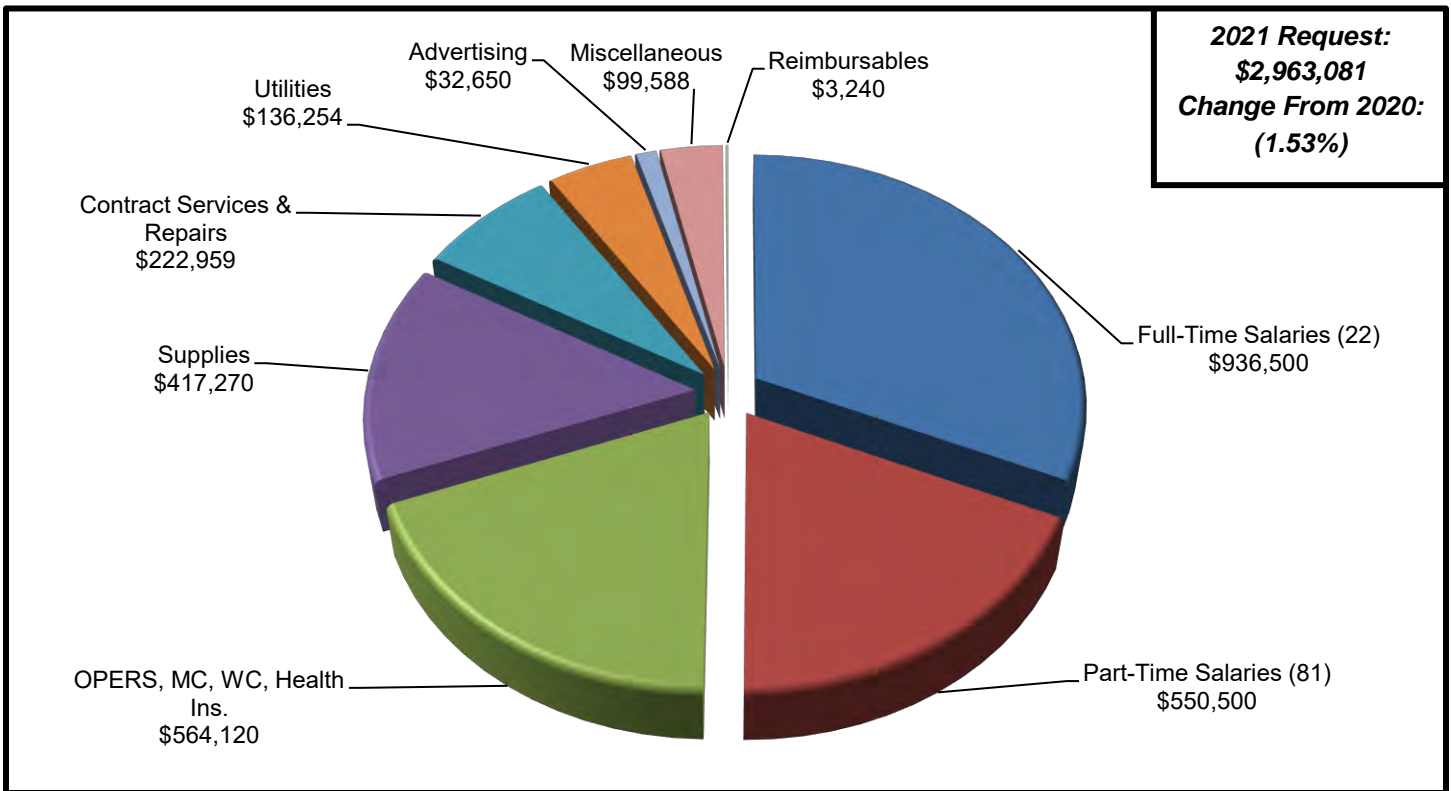


	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Projection</u>	<u>\$ Change</u>	<u>% Change</u>
Farmpark Division	\$1,252,600	\$1,271,800	\$1,279,500	\$726,100	(\$553,400)	(43.25%)

The 2021 Farmpark Division's projected revenue is \$726,100 which is a decrease of \$553,400 or 43.25% from 2020. This decrease is attributable to the anticipated reduction in fees collected for admissions, memberships, requested programs, sponsorships, special events, and facility rentals due to the COVID-19 pandemic. We anticipate that hours of operation and related visitation will be limited through winter and spring 2021 but we are hopeful that we will be able to resume more historical visitation trends as next year proceeds.

Upon reopening on a limited basis in June of 2020 and after having been completely closed for three months, the Farmpark staff was able to modify visitation and programming to fit local health guidelines and we began the process of reopening to the public. Although slow to start, visitation picked up briskly as the summer and fall progressed. Eventually, weekend visitation met or surpassed last year's totals over corresponding weekends. With the possibility of expanding our hours, the possible return of popular summer events (including Farm Fest, Vintage Ohio and The Village Peddler Festival) and with the completion of the Hilltop area we are optimistic that visitation and revenues will trend up into the second half of 2021. With recent improvements to the Hilltop we also anticipate an increase in revenue from facility rentals of that space. It has been encouraging to know that we have an ability to modify and salvage major events such as Country Lights by converting it to a drive-thru style event. We were encouraged by 2020 ticket sales to the similarly modified Halloween Drive-thru event. Having the ability to do this this may provide a buffer against impacts from public health crisis like Covid-19 in the future.

2021 FARM PARK DIVISION EXPENDITURE REQUEST



	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Request</u>	<u>\$ Change</u>	<u>% Change</u>
Farm Park Division	\$2,887,520	\$2,928,000	\$3,009,250	\$2,963,081	(\$46,169)	(1.53%)

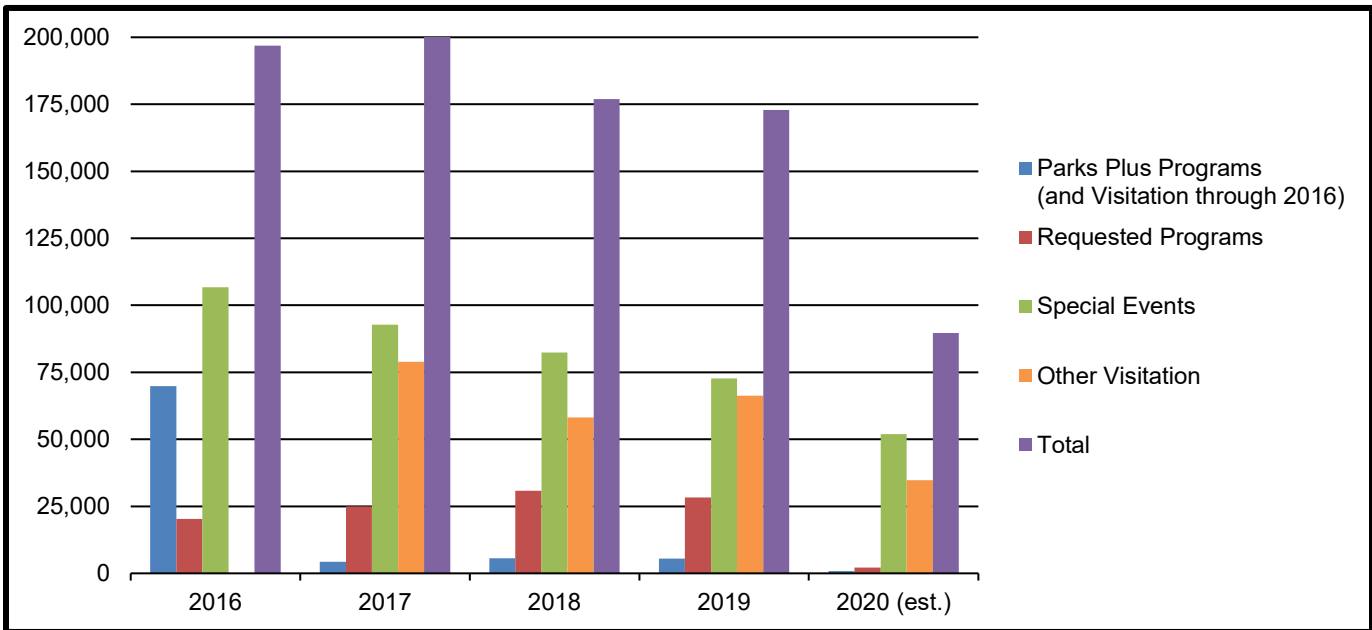
The 2021 Farm Park Division expenditure request is \$2,963,081 which is a decrease of \$46,169 or 1.53% from 2020. The Farm Park Division is comprised of 22 full-time and 81 part-time employees. This overall decrease is attributable to decreases in part-time salaries and moderate decreases among the individual budget lines pertaining to contracts and supplies which have been made due to adjustments made to reflect limited visitation and decreases in monthly events.

During the first half of 2020 the Farm Park utilized the closure to focus on completing certain projects and improvements which benefited from having little to no public traffic in the buildings and on the grounds. The Farm Park staff worked on planned renovations to the Well Bred Shed and to the front of the Arena facility in addition to completing much of the work associated with the new Hilltop Courtyard project. In addition, the Farm Park staff focused on new concrete projects and infrastructure repairs in highly used public spaces around the park, including at the Barnyard area and at the public viewing areas adjacent to Shepherd's Field.

For 2021, we anticipate the Farm Park to start the year with a limited public offering until we get a clearer picture of how COVID-19 will shape public interest and interaction with facilities like ours. Our hope is that throughout 2021, we can gradually continue to expand programming and event opportunities for the public. Our goal is to continue to find ways to make the Farm Park accessible to our visitors in a safe and comfortable manner while engaging them in our central mission of helping visitors understand where their food and fiber comes from.

FARMPARK DIVISION

Visitation and Outreach Participants 2016 - 2020



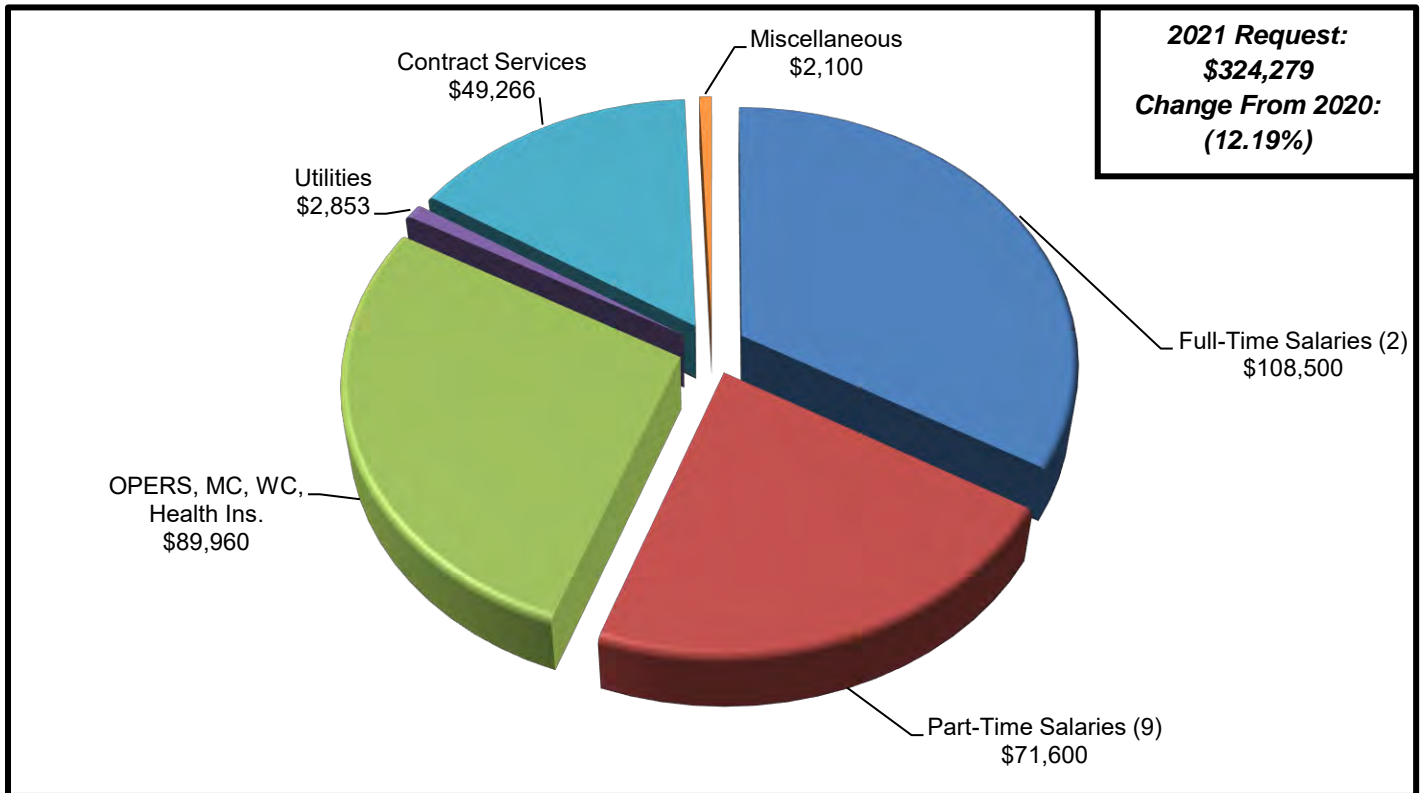
Overall visitation to the Farmpark had trended steady for 2016 and 2017, with 2018 and 2019 representing a drop-in visitation due to the weather. In 2020, we experienced a significant drop from the previous years due to COVID-19. In 2020, we are estimating an annual attendance of 89,646 down 48.13% from 2019. The Farmpark was temporarily closed from mid-March through mid-June and then re-opened on Fridays, Saturdays, and Sundays for the remainder of the 2020. Parks Plus and Requested Programs (including educational, outreach, and birthday party programs) were sharply reduced due to the pandemic.

Event visitation was limited to Ice Fest, Quilts 2020 and the first week of Maple Sugar Weekends in the first quarter of 2020 before the March shutdown. Second quarter events were largely canceled. However, after reopening in June and running weekly camps and opening to the public on weekends, visitation began to pick up. Unfortunately, event organizers for both Vintage Ohio and The Village Peddler Festival made the difficult decision to cancel their events for this year, causing a significant impact to our annual visitation. After working with local health authorities to develop ways to comply with guidelines, we were able to re-start summer and fall weekend visitation as well as some modified event weekends. Fall Harvest Weekends (including Apple Butter and Cider Weekend, Horsepower Weekend, and Corn and Pumpkin Weekends) have shown positive visitation and we expect to close the fall out with similar or higher visitation than 2019 for those same weekends. As discussed in the Outdoor Education Division's participation narrative, both Halloween Hayrides and Country Lights are being modified as drive-thru style events and we anticipate serving roughly the same number of guests for those two, premier fall/winter events via this new format.

We anticipate COVID-19 impacts will continue to limit visitation to the Farmpark in 2021, however we remain optimistic that as we learn to navigate limitations as well as explore safe and compliant ways to offer events and programs to the public, we will see visitation return in time.

NOTES:

2021 REGISTRATION & VISITOR SERVICES EXPENDITURE REQUEST



Registration and Visitor Services Division	2018 Budget	2019 Budget	2020 Budget	2021 Request	\$ Change	% Change
	\$330,066	\$334,464	\$369,276	\$324,279	(\$44,997)	(12.19%)

The 2021 Registration and Visitor Services Division expenditure request is \$324,279 which is a decrease of \$44,997 or 12.19% from 2020. The Registration and Visitor Services Division is comprised of 2 full-time and 9 part-time employees. The decrease is primarily due less part-time salaries and funds dedicated to cover expenses related to the canceled Emerge registration software contract.

This Division also coordinates the services of our part-time bus drivers and volunteer mail couriers. The primary function of the Registration and Visitor Services Division is to provide registration for programs and events. In 2020, this Division will have facilitated programs which will serve an estimated 63,319 participants through a combination of individual Parks Plus and requested programs as well as ticketed events.

This Division also facilitates reservations for 22 shelters, 2 cabins, Parsons Garden plots, 3 group camping areas and 11 individual tent camping areas. The Registration and Visitor Services Division also processes facility rentals for three of the Park District's major public spaces including Lakefront Lodge, Painesville Twp. Park and the Environmental Learning Center and provides on-site registration for events as requested. Additionally, this Division schedules requested education programs for all park facilities (except Farmpark) and its bus drivers and vehicle fleet transport summer day campers in conjunction with the scheduled camps and other park trips. This Division also manages the Lake Parks Foundation scholarship requests process which provides opportunities for school groups and camperships and coordinates the Gift That Grows program which accepts donations for the specific use of improving parklands in memory of a loved one or special person.

A low-angle photograph of a wooden suspension bridge in a forest. The bridge is made of dark brown wooden planks and is supported by thick ropes. The surrounding trees have vibrant autumn foliage in shades of green, yellow, and orange. The sky is a clear, bright blue. The text "Capital Improvement" is overlaid in white on a dark grey horizontal band across the upper portion of the image.

Capital Improvement

2021 Capital Improvement Fund

The 2021 projection for the Capital Improvement Fund revenues are \$3,846,300. This represents funds transferred into the Capital Improvement Fund from the General Fund of \$2,750,000 as well as interest, grant, foundation revenues and the annual Painesville Twp. Park Board payment totaling \$1,096,300, the bulk of which is from a federal transportation grant being used toward our lakefront trail project. This is an increase of \$998,000 from the 2020 budgeted revenues.

The 2021 requested budget for the Capital Improvement Fund expenditures is \$4,408,000. This request represents a 32.43% increase from the 2020 request of \$3,328,500. Again, the majority of this increase is related to our lakefront trail project. For discussion purposes, the 2021 budget can be broken down into four general categories: new park improvements, land acquisition, repair/replace, and vehicles/equipment.

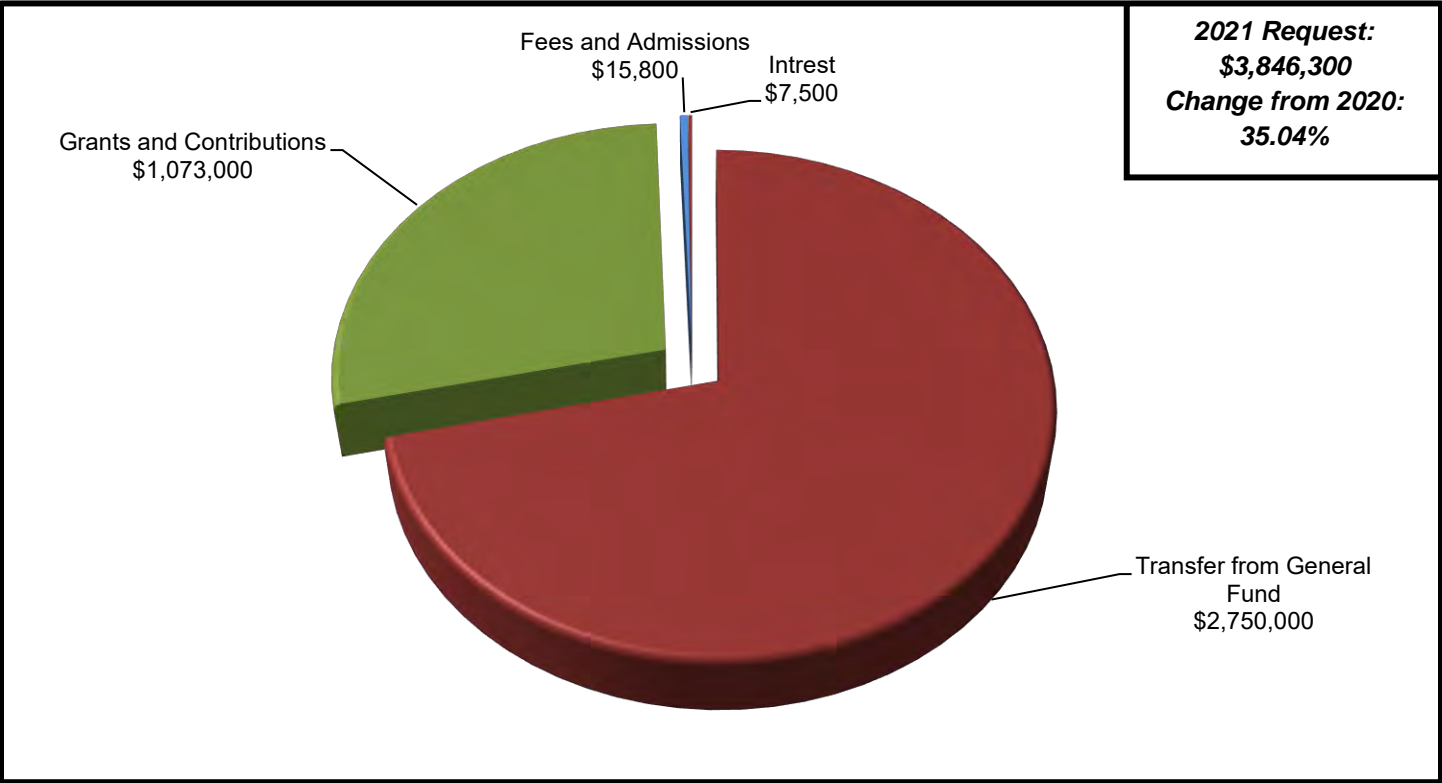
New Park Improvements: \$1,727,000 has been slated for new park improvements in 2021. Highlights include trail projects along the lakefront west of Painesville Twp. Park and at a planned western entrance to Lake Erie Bluffs, a new flush restroom at the Environmental Learning Center adjacent to Adventure Play, and improvements to the Girdled Road North area. This is a significant increase from the 2020 request of \$534,500.

Land Acquisition: \$600,000 is included in the 2021 Capital Improvement Fund request for land acquisition. Funds will be used to increase access opportunities within the traditional focus areas of the Park District which include major river and stream corridors and the Lake Erie shoreline. Grant funding will be sought to augment these funds. This is equal to the 2020 request.

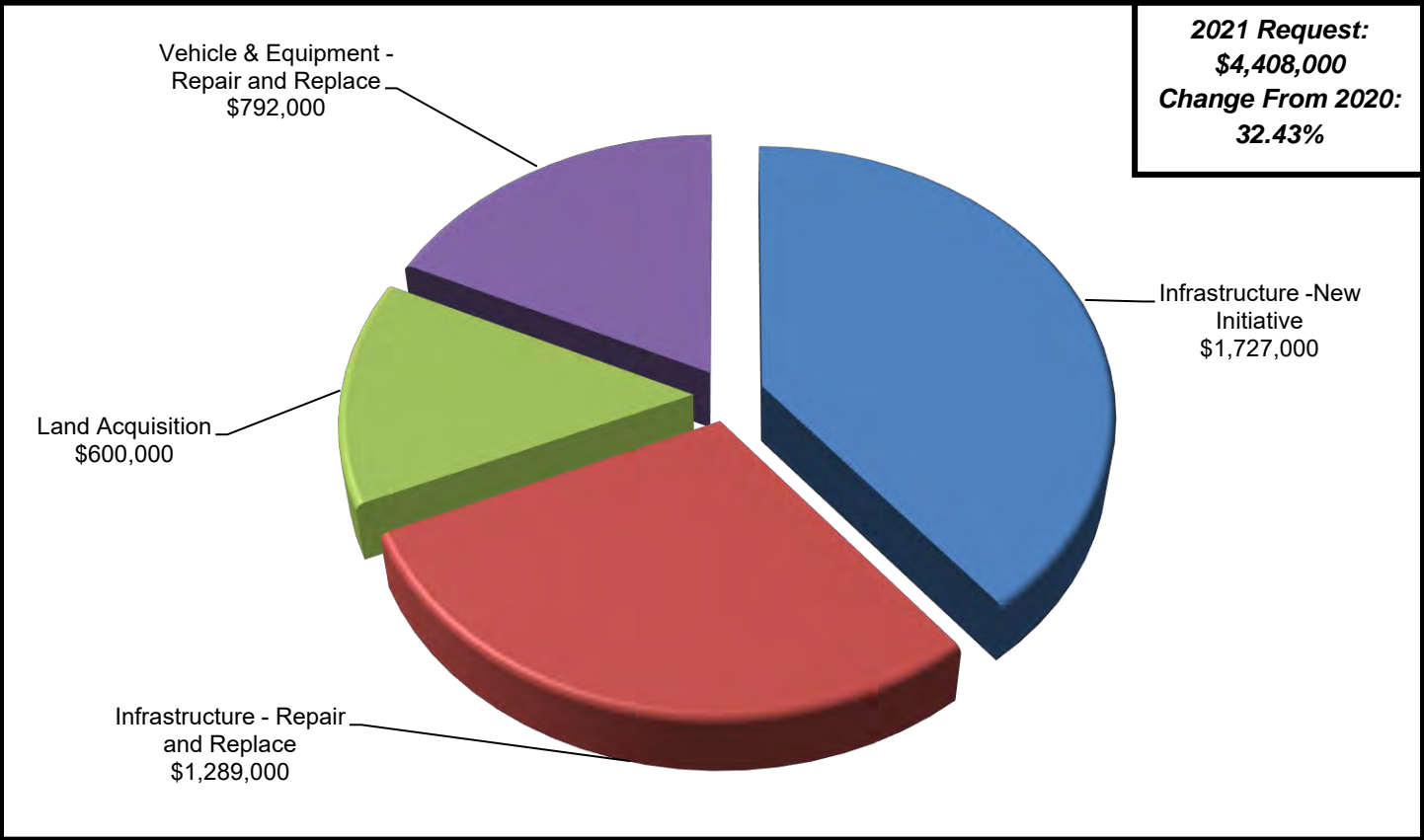
Repair and Replace: This category represents the repair and replacement of park amenities and facilities across the agency. Project examples include re-paving, roofing repairs, facility renovations, structure demolition, and HVAC replacement as well as the Blair Ridge Park entrance and Erie Shores irrigation improvements. The 2021 request is for \$1,289,000 compared to last year's request of \$1,366,000.

Vehicles and Equipment: The 2021 request for vehicles and equipment is \$792,000 compared to the 2020 request of \$828,000. This request includes the typical replacement of automobiles, utility vehicles, mowers, and landscaping equipment along with IT hardware.

2021 CAPITAL IMPROVEMENT FUND REVENUE PROJECTION



2021 CAPITAL IMPROVEMENT FUND PROJECTS EXPENDITURES



2021 - 2021 CIP Plan Budget - FINAL

2021 CIP Plan Budget - FINAL

Park	Project Title	Description	Estimated LMP Cost
2021			
CIP FUND 02			
LAND ACQUISITION			
PW-5000			
	Parkwide Land Acquisition	Land Acquisition	\$600,000.00
LAND ACQUISITION Subtotal:			\$600,000.00
INFRASTRUCTURE - REPAIR & REPLACE			
BP-5910			
	Blair Ridge Entrance Drive	Repair and Improve Entrance Drive	\$140,000.00
CW-5180			
	Concord Woods Annex - Ranger Radios	Replace Ranger Vehicle Radios	\$8,000.00
	Concord Woods HVAC	Replace HVAC Unit	\$15,000.00
	Concord Woods Vehicle Maintenance Lift	Replace Two-Post Lift	\$10,000.00
ES-5820			
	Erie Shores Irrigation Repairs	Repair Irrigation on Holes 13 & 14	\$125,000.00
FH-5830			
	Fairport Hbr. Lkt. Park Electrical	Replace Electrical Cabinet Near Water Plant	\$10,000.00
FP-5600			
	Farmpark Fencing	Replace Fencing @ Shepherd's Field	\$21,000.00
	Farmpark Fencing	Replace Turn-out Pasture Fencing and Gates	\$25,000.00
	Farmpark Residence Windows	Replace Windows in Farmpark Residence	\$10,000.00
GW-5210			
	Greenway Asphalt Resurfacing	Pave Greenway	\$50,000.00
HL-5290			
	Hidden Lake Leroy Wetlands	Invasives and Seeding/Planting	\$20,000.00
PG-5630			
	Penitentiary Glen NC Restrooms	Renovate Restrooms & ADA Compliance	\$30,000.00
	Penitentiary Glen WC Greenhouse	Replace Greenhouse Windows (12)	\$16,000.00
PR-5640			
	Pine Ridge Drainage/Irrigation	Repair Drainage/Irrigation	\$20,000.00
	Pine Ridge Fuel System	Replace Fuel System UST Monitor	\$10,000.00
PT-5870			
	Painesville Twp Park Pier	Re-seal Concrete on Pier and Walkway	\$10,000.00
PW-5000			
	Parkwide Aggregate	Aggregate for Trails and Parking Lot Construction	\$200,000.00
	Parkwide Bridge Maintenance	Maintain Bridges	\$50,000.00
	Parkwide Construction Material	Construction Material for Improvement	\$75,000.00
	Parkwide Entrance Signage	Maintain Entrance Signage and Landscaping	\$10,000.00
	Parkwide Natural Resource Management	Natural Resource Management	\$55,000.00
	Parkwide Professional Services	Appraisals, Surveying, Title Work, Engineering	\$175,000.00

2021 CIP Plan Budget - FINAL

Park	Project Title	Description	Estimated LMP Cost
	Parkwide Rangers Alarms	Upgrade/Repair/Install Alarm Systems	\$9,000.00
	Parkwide Rangers Vehicle Equipment	Equip Two (2) Ranger Vehicles	\$10,000.00
	Parkwide Roofing	Detailed Flat Roof Analysis	\$25,000.00
	Parkwide Roofing Repairs	Roof Repairs	\$25,000.00
	Parkwide Unforeseen Repairs/Projects	Unforeseen Repairs/Projects	\$125,000.00
	Parkwide Vehicle Counters	Replace Vehicle Counters	\$10,000.00

INFRASTRUCTURE - REPAIR & REPLACE Subtotal: \$1,289,000.00

INFRASTRUCTURE - NEW INITIATIVE

CW-5180

Concord Woods Maintenance Yard @ Annex	Construct Storage Barn and Expand Yard	\$60,000.00
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EL-5500

ELC Restroom	Construct Flush Restroom	\$150,000.00
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GR-5130

Girdled Road - North Paving	Pave Parking Lot - ODOT Paving Project	\$65,000.00
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Girdled Road Skok Meadow Parking	Pave Skok Meadow Overflow Lot	\$25,000.00
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LE-5900

Lake Erie Bluffs Trail Development	Purchase Boardwalk, Fencing, Pave Lot & Drive	\$325,000.00
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PG-5630

Penitentiary Glen NC Exhibitory Phase III	Purchase "Come Play" Interactive Area	\$20,000.00
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PR-5640

Pine Ridge West Parking Lot	Improve West Parking Lot	\$75,000.00
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PT-5870

Painesville Twp Park Lakefront Trail	Construct New Lakefront Trail on Kurtz Prop	\$1,000,000.00
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PW-5000

Parkwide Interpretive Signage	Create and Install New Interpretive Signage	\$7,000.00
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INFRASTRUCTURE - NEW INITIATIVE Subtotal: \$1,727,000.00

EQUIPMENT - REPAIR & REPLACE

CW-5180

Concord Woods Dump Truck Repairs	Sandblast 13-02 Dump Bed and Pump Repair	\$10,000.00
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Concord Woods IT	Replace Server	\$5,000.00
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ES-5820

Erie Shores Rough Mower	Replace Rough Mower (ID#6952)	\$60,000.00
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Erie Shores Trim Mower	Replace Trim Mower (ID#6186)	\$40,000.00
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FH-5830

Fairport Hbr. Lkt. Park Concessions	Replace Upright Freezer	\$6,000.00
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FP-5600

Farmpark People Mover	Replace People Mover (ID#6169)	\$17,000.00
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Farmpark People Mover	Replace People Mover (ID#6174)	\$17,000.00
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Farmpark Skid Steer	Replace w/ Skid Steer w/ Backhoe (ID#6983)	\$50,000.00
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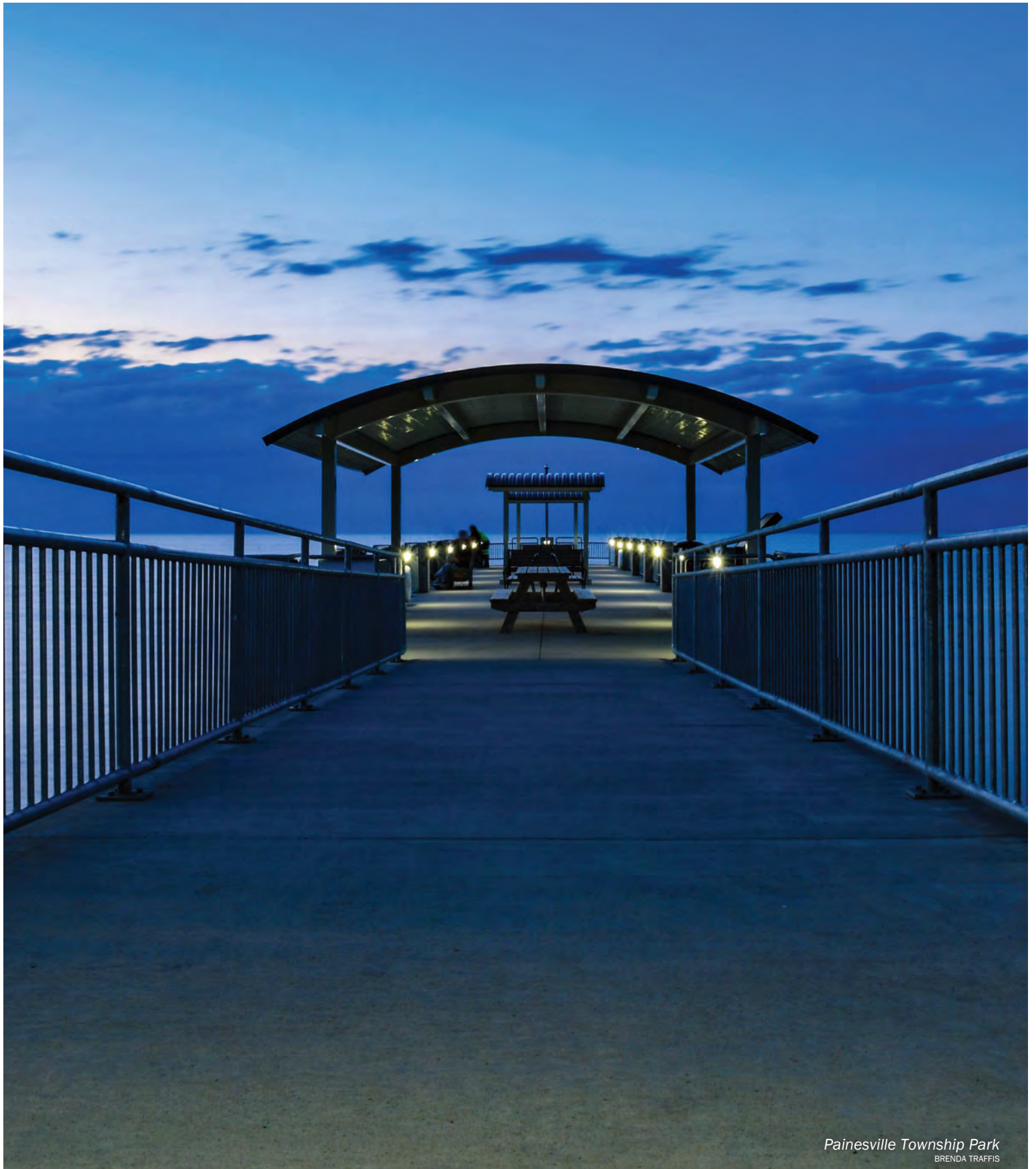
PG-5630

Penitentiary Glen IT	Replace Server	\$5,000.00
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PR-5640

2021 CIP Plan Budget - FINAL

Park	Project Title	Description	Estimated LMP Cost
	Pine Ridge Trim Mower	Replace Trim Mower (ID#6236)	\$35,000.00
	Pine Ridge Triplex Greens Mower	Replace Triplex Greens Mower (ID#6113)	\$39,000.00
PT-5870			
	Painesville Twp Park Toro	Replace Toro with Kubota (ID#6256)	\$14,000.00
PW-5000			
	Parkwide IT	Maintain, Replace, & Upgrade IT System	\$20,000.00
	Parkwide IT - Telephones	Replace Telephones Parkwide	\$15,000.00
	Parkwide IT Internet Service	Replace Internet Infrastructure to Various	\$100,000.00
	Parkwide IT Unforeseen Repairs/Projects	Unforeseen IT Repairs/Projects	\$10,000.00
	Parkwide Mowers	Replace Mowers (2) (ID#6188/6229)	\$20,000.00
	Parkwide Rangers IT	Replace Vehicle MDT	\$9,000.00
	Parkwide Skid Loader w/ Stump Grinder Att	Replace New Holland Skid Loader (ID#6551)	\$50,000.00
	Parkwide Trailers	Replace Trailers (2) (ID#6268/?)	\$20,000.00
	Parkwide Vehicles	Vehicle Replacement	\$250,000.00
EQUIPMENT - REPAIR & REPLACE Subtotal:			\$792,000.00
2021 Subtotal:			\$4,408,000.00
Grand Total			\$4,408,000.00



Painesville Township Park
BRENDA TRAFFIS



Lake Metroparks Budget Summary 2021

LAKE COUNTY PROBATE JUDGE Mark J. Bartolotta
BOARD OF PARK COMMISSIONERS Gretchen Skok DiSanto • Frank J. Polivka • John C. Redmond, CPA
EXECUTIVE DIRECTOR Paul Palagy

LAKEMETROPARKS.COM