



**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
JULY 8, 2014
6:00 PM**

- I. Call to Order**
 - 1. Roll Call**
- II. Public Participation**
- III. Ceremonial Matters**
- IV. Approval of Minutes**
 - 1. Park Board Minutes - June 10, 2014**
- V. Parks and Recreation Department**
 - 1. Director Report - Month End Report**
 - 2. Mid-year Budget Amendments - 2014**
 - 3. Fees and Charges - 2015**
 - 4. Budget Objectives - 2015**
 - 5. Park Division Equipment - 2015**
 - 6. Twin Pines Golf Club**
 - 7. HCC Activity Report**
 - 8. Month & YTD Financial Report**
- VI. Other Business**
- VII. Adjourn to Executive Session**
- VIII. Adjourn from Regular Session**
- IX. Discussion Items**

Posted on City Hall Bulletin Board this day of

Kim Hubbard, City Clerk

The Board of Aldermen meeting is an open meeting but is not a meeting of the public. There is a place on the agenda for comments of citizens under PUBLIC PARTICIPATION. Our rule is that comments by any individual or group shall not exceed (4) minutes. The Board of Aldermen request that concerns be initially addressed at the appropriate action level before coming to the Board of Alderman



STAFF REPORT

TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: Park Board Minutes - June 10, 2014

Type of Item: *Approval*

HARRISONVILLE PARK BOARD MINUTES
HARRISONVILLE COMMUNITY CENTER

June 10, 2014

6:04 P.M.

CALL TO ORDER: The regularly scheduled meeting of the Harrisonville Park Board was called to order at 6:00 p.m. by Chairman Brent Caruthers.

MEMBERS PRESENT: Chairman Brent Caruthers, Cathy Faris (arrived at 6:04pm), Ed Roberts, Don Allen, and Martin Parks

ABSENT: Clint Miller, Phil Rogers, Julie Weedman, and David Atkinson

OTHER PRESENT: City Administrator Keith Moody, Mayor Kevin Wood, Parks & Recreation Director Chris Deal, Recreation Superintendent Wendy Hershberger, and Recreation Coordinator of Member Services Amy Fuller

PUBLIC PARTICIPATION: Victor Blaine with the Harrisonville Youth Football program requested to rent the Harrisonville Parks and Recreation Football Fields this season for K-1st grade Flag Football. Mr. Blaine did bring up the concern with the Scoreboard at the field not working, he did express that although Harrisonville Parks and Recreation is not responsible for the repair he hopes there would be plans to possibly have it repaired from the league. Chairman Caruthers inquired about cost for the repair. Victor Blaine stated that Jim Campbell currently has a bid for repair of the score board.

Mr. Roberts moved to approve the request for rental of the football fields. The motion was seconded by Ms. Faris and approved unanimously by a voice vote of those present, 5-0.

CEREMONIAL MATTERS: NONE

APPROVAL OF MINUTES: Chairman Brent Caruthers asked for a motion to approve the minutes from the May 13, 2014 regular session.

Ms. Faris moved to approve the minutes of the May 13, 2014 Park Board meeting as written. The motion was seconded by Mr. Allen and approved unanimously by a voice vote of those present, 5-0.

MONTH END REPORT:

Director Deal discussed highlights from the Monthly Report stating that we are off to a good start with the outdoor pool.

- Revenue is up \$5,800.00 as compared to same time as last year.
- Several new benches have been placed around the City Park
- Will be placing message boards on the new trails as well as the Omega Trail
- Indoor Pool is still experiencing a leak
 - Second week of July Indoor Pool shut down possibly for repair
- Plans continue for the Harrisonville Parks and Recreation 4th of July events/live bands and fireworks display
 - Commerce Bank is our Event Sponsor donating \$1000.00
 - Heartland Trap & Wobble Skeet is our Lead Sponsor donating \$500.00
 - Community Bank is a sponsor along many others

Director Deal stated that he, Ms. Hershberger and Mr. Moody met with the Finance and Personnel Committee last week to discuss the options of the Parks and Recreation Funding. Director stated that they are still in the early stages with discussing their options and will keep the Park Board informed of any new developments.

Director Deal stated that he and Mr. Moody also met with Orion Management Solutions a Golf and Consultant Operations Company. Director Deal stated that the meeting was very informative and plans to place the golf course issue on the agenda for the next Finance and Personnel Committee meeting.

Director Deal stated that staff has started the budget process for 2015; more information will be coming forward in the next few months relating to the budget process.

Director Deal has asked the Park Board for any questions or concerns they may have.

Mr. Roberts expressed concern regarding the golf course sand greens and asked what our relationship is with the sand greens keeper. Director Deal stated that the relationship is on a very positive note.

HCC ACTIVITY REPORT

Director Deal reported:

- Community Center Membership revenue up as compared to same time last year
- Outdoor Pool Membership revenue up 76% as compared to same time last year
- Total number of members up 41%
- Outdoor Pool incurred vandalism before the season opened
 - Two lifeguard stands thrown in pool with no water at the time
 - The vandals have been caught
- Revenue up in room rentals, tot-watch, lifeguard training and fitness classes
 - Personal Training down due to trainer family health issues
 - Trainer expenses down

MONTH END AND YTD FINANCIAL REPORT

Superintendent Hershberger reported:

- Membership revenue increase (up 9% from this time last year)
- Room Rental revenue up 6% from last year
 - hosted Harrisonville After Graduation Lock-In
- Fitness Classes up from this time last year
 - due to successful marketing efforts
- New Fitness Instructors and classes are planned
- Recreation Coordinator Gideon Lockett offering a new “Speed & Agility Camp” for youth ages 12-18
- After Summer School Camp and Summer Camp registrations going well

Superintendent Hershberger mentioned that in the financials under the “misc. rec. program” line item it is showing that revenue is down by 19%. Superintendent Hershberger stated that the reason for the decrease is because several programs have been moved to the Parks Fund.

Superintendent Hershberger stated that the Outdoor Pool opening was strong and that season passes are up and expenses are down. Superintendent Hershberger stated that we have seen an increase in our ball field concessions and in baseball / softball registrations.

- Park Fund revenue up \$7,000.00
- Coed /Men’s Softball and Sand Volleyball currently running for Spring Session
- Parks expenses down 1%
- Summer Movie Series In The Park starting June 27th (4 movies; last Friday of each month)

OTHER BUSINESS:

Mr. Parks was concerned about a near drowning that occurred at the Outdoor Pool recently. Director Deal explained that 9-1-1 was called the “ABC’s of CPR were performed by our lifeguard staff, the child was checked thoroughly by EMS. Emergency Services took the child to Children’s Mercy Hospital, the child stayed overnight for observation and has been released and is fine.

ADJOURN

A motion to adjourn the meeting of the Park Board was made by Mrs. Faris, seconded by Mr. Allen and approved unanimously by a voice vote of those present, 5-0. The meeting adjourned at 6:52p.m. the next meeting is scheduled for July 8, 2014 at 6:00 pm.

Brent Caruthers, Park Board Chairman

ATTEST”

Amy Fuller, Park Board Secretary

APPROVED, by the Park Board on this 8th day of July, 2014.

1. Discussion Item (ID # 1479)

Park Board Minutes - June 10, 2014



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: Director Report - Month End Report

Type of Item: Report

Membership Statistics:

- **Total HCC Memberships** = 2,258 (Up 13% from this time last year & **up 3% from last month!**)
- **Total Number of HCC Members** = **4,454** (Up nearly 10% from this time last year, which equates to a total of 395 more members & **up nearly 3% from last month with 113 new members gained in June!**)
- **Total ODP Memberships** = 178 (Up 4% from this time last year)
- **Total Number of ODP Members** = 687
- **Total Monthly Visits (HCC)** = 9,385
- **Most Popular Day (HCC)** = Monday, June 9th (485 Visits)
- **Total Monthly Visits (ODP)** = 5,757
- **Most Popular Day (ODP)** = Sat., June 21st (389 Visits)
- **Adult Memberships:**
 - Adult Membership is up by 2.22% from last month, with 9 new members gained
- **Family Memberships:**
 - Family Membership also grew this month and is up by 7.09% from last month, with 49 new memberships gained
- **Youth ODP Membership** is up by nearly 56% from this time last year with 15 more youth members
- **SilverSneakers Membership:**
 - Silver Sneakers membership continues to grow with 13 more new members gained in the month of June. **We currently have 660 SilverSneakers members!**
- **HCC Membership:**
 - **Total Members** for the Community Center **increased in the month of June** with 113 new members gained - We have surpassed our

previous member high of 4,429 from March; **we now have 4,454 members!**

June Win's (Figures are year-to-date):

- **Membership Revenue** = \$298,137.26 (Up 7.81%, \$21,609.12 from 2013)
- **Tot Watch** = \$2,202.00 (Up 30.76%, \$518.00 from 2013)
- **Fitness Classes** = \$15,740.00 (Up 13.49%, \$1,871.33 from 2013)
- **Community Center Fund under spent this month in all program areas equating to a 9.70% (\$68,622.33) decrease compared to this time last year:**
 - Administration - ↓ \$11,463.24 (4.49% decrease from 2013)
 - Aquatics Center - ↓ \$15,387.42 (18.67% decrease from 2013)
 - Recreation Programs - ↓ \$16,944.20 (14.45% decrease from 2013)
 - Buildings & Grounds - ↓ \$24,827.47 (9.83% decrease from 2013)
- **Community Center revenue as a whole is up 5.67% (\$30,235.00) from this time last year**
- **Cost Recovery for Community Center** = 82.49%
 - Percentage is non-inclusive of 'Admin Fee', General Fund transfers, and Capital Projects
- **Cost Recovery for Parks** = 71%
 - Percentage is non-inclusive of 'Admin Fee', General Fund transfers, and Capital Projects

Business & Marketing

The following efforts were made in the areas of business and marketing:

- Completely redesigned the Personal Trainer flyer & packet received by participants to include updated bios and photos of the trainers & updated nutrition & health guidelines
- Updated Learn to Swim flyer & ODP pamphlet to include location for swim lessons
- Updated lobby powerpoint for summer to include info. about the 4th of July event sponsors Commerce Bank & Heartland Trap & Wobble Skeet & additional info. about the Free Summer Movie Nights in the Park
- Created flyers for new fitness classes Step Aerobics & Gentle Yoga & for Tiny Tikes Volleyball
- Created a high-quality July 2014 electronic newsletter that is also available in print version at the HCC front desk
- Promoted upcoming programs and activities through the City's Harrisonville Happenings newsletter

- Continuing to share info. about programs with our community partners, including the Harrisonville Public Library, Chamber of Commerce and the Harrisonville Public Schools
- Continuing to utilize Facebook on a daily basis (**currently with 1,324 followers & growing each day!**) & Twitter to inform our community about our programs and activities

Fitness

Staff spent time creating flyers for our newest fitness class offerings, Step Aerobics & Gentle Yoga as well as for our Free Summer Week from July 1st - July 3rd, and preparing for Summer Session I of fitness/aquatics classes. Additional items to report:

- Personal Training Revenue: \$4,302.00
- Group Fitness Revenue for Spring Session II (May 19th - June 29th) : \$3,595.00
- Total # of Group Fitness classes: 21
- Total # of Group Fitness Registrants: 187
- YFO's: 9
- CFO's: 5

Parks

Staff spent time preparing for the 4th of July event in City Park, mowing, working on equipment and taking down dead trees. Staff also spent time:

- Adding surface to the trails
- Maintaining the ballfields
- Setting up for reservations at shelters

Community Center Maintenance

HCC Staff spent time painting the curb outside of the Community Center to reduce tripping hazards & working on landscaping in front of HCC. Staff also spent time on:

- Researching info. about previous repairs to the indoor pool to determine how to proceed in addressing the current pool leak with the contractors

Recreation

Staff spent time preparing for the 4th of July celebration in City Park & working to ensure the smooth operation of the Summer Camp program. Other items to report:

- Youth Baseball/Softball/T-ball season ends the week of June 30th with final games being played
 - Post Season Party will be held on July 19th at the outdoor pool - trophies will be given to all 1st place teams
- Summer Adult Leagues

- Currently have 6 teams signed up for Adult Softball
- Currently have 4 teams signed up for Sand Volleyball
- Special Events
 - Held first Summer Movie in the Park on Fri., June 27th with a great turnout! Next showing will be on Fri., July 25th with " Cloudy with a Chance of Meatballs 2"
- Registration is open for Tiny Tikes Volleyball that will start on Thurs., July 24th

Aquatics

Staff spent time:

- Holding lifeguard in-service trainings for indoor & outdoor guards
- Creating specified lesson plans for each swim lesson class level to assist new swim instructors with consistency and accuracy in their instruction
- Creating new swim lesson completion certificates for all classes
- Planning pool games for the 4th of July activities at the outdoor pool
- Scheduling instructors for swim lessons with over 50 + participants in swim lessons for the month of June

Membership

Staff hosted our first Summer Movie Night in the Park on Fri., June 27th. Other items to report:

- Ran June Membership Installment Billings - total billed amount \$32,021.45
- Completed June EFT's onto spread sheet - mailed letters for payment
- Renewed June monthly installment memberships - 52 total
- Submitted prior months (May) SilverSneakers Utilization Count for Payment: \$2,679.00
- Invoiced Corporate Accounts (CITY, CASGV,HSD, CRMC & QuikTrip) for Monthly Memberships: \$6,699.93
- Invoiced June "Group Visits" - Organizations (Aaron's House, Grand River Residential, Heritage Residential, SERC): \$312.00
- Completed Building Rentals (HCC) & All Parks Areas Rentals - 139 reservations, amount collected: \$6,125.50

1. Discussion Item (ID # 1480)

Director Report - Month End Report



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: Mid-year Budget Amendments - 2014

Type of Item: *Report*

See attached memo regarding 2014 mid-year budget amendments as well as the mid-year budget amendment detailed spreadsheet.

2. Discussion Item (ID # 1481)

Mid-year Budget Amendments - 2014

Attachments:

Park Board Memo for Mid-year 2014 (PDF)

Budget Mid-Year HPR - 2014 (PDF)

MEMO

TO: Park Board
 CC: Mayor Wood, Keith Moody
 FROM: Chris Deal, Parks & Recreation Director
 Wendy Hershberger, Recreation Superintendent
 DATE: July 3, 2014
 RE: Mid-Year Budget – 2014

As the Park Board is aware, each year staff prepares a mid-year budget adjustment based on our actual revenue and expenses year to date. From there we use past history for the remaining months to make a year-end projection.

Please see attached the 2014 mid-year budget adjustments for the Parks & Recreation Department. You will note that explanations and description is given for any change listed.

The following is a brief summary of each department division:

- The Park Fund 11 has a small budgetary change. **+ \$450.00**
- The Aquatic Center Fund 13 (ODP) has an increase in expenses beyond the budget because of the lifeguard stand vandalism, which, we hope to be reimbursed for. If this does not come about, we will have to request funds from the Park Board directed reserve at year end. **<\$2,055>**
- The Community Center Fund 15 has a decrease in revenue overall because of the personal trainer, Gloria Davis. She had a family illness and we had several client cancelations or not scheduled because of this. Also, less revenue is projected in miscellaneous programs. We do show substantial increases in revenue from the daily passes and membership growth.

Regarding expenses, there were several corrections made based on YTD and history. Also, corrections were made in salary locations, and, to reflect the loss of personal training revenue, personal training expenses have been decreased. The largest increases comes in utilities due to the water consumption from the pool leak and correction in electric/gas actual expenses. Equipment maintenance has increased with treadmill repairs and “other contractual” category increased with HVAC repairs and sound system repair. The bottom line is less revenue and more expense, which will have to be recovered by a better than performance projection or use of Community Center Fund Balance. **<\$27,396>**.

Staff requests Park Board approval of the mid-year budget for 2014.

Mid-year Budget Adjustments 2014					
PARKS FUND 11					
Account #	Account Name	Change & Description	Budgeted	Increase/Decrease	Adjusted Total of Account
11-5334	Concessions Ball Field Taxable	Decrease in concession sales due to lower than anticipated participation at the ballfields this year	\$ 8,000.00	\$ (1,000.00)	\$ 7,000.00
		Net Change - Revenues	\$ 8,000.00	\$ (1,000.00)	\$ 7,000.00
11-6-1125-0205	Postage	Decrease in postage expense due to alternative advertising methods for youth baseball program vs. direct mail	\$ 500.00	\$ (450.00)	\$ 50.00
11-6-1125-0320	Concession Supplies	Decrease in concession supply expenditures to offset decrease in concession sales	\$ 5,000.00	\$ (1,000.00)	\$ 4,000.00
		Net Change - Expenses	\$ 5,500.00	\$ (1,450.00)	\$ 4,050.00

Mid-year Budget Adjustments 2014					
ODP FUND 13					
Account #	Account Name	Change & Description	Budgeted	Increase/Decrease	Adjusted Total of Account
13-5337	Lifeguard Uniform Revenue	Lifeguards wanted to purchase higher quality swimsuits and this was not budgeted revenue (collected \$10 per upgraded suit)	\$ -	\$ 320.00	\$ 320.00
		Net Change - Revenues	\$ -	\$ 320.00	\$ 320.00
13-6-1124-0210	Maintenance & Repair	Increase due to unanticipated repairs to pole lights	\$ 1,325.00	\$ 400.00	\$ 1,725.00
13-6-1124-0211	Equipment Maintenance	Decrease to cover the 0210 overage	\$ 2,650.00	\$ (400.00)	\$ 2,250.00
13-6-1124-0216	Other Contractual Service	Decrease for budgeted red cross performance audits (\$825) (New Aquatics Supervisor is trained & certified to performance these audits in house & has colleagues who are willing to perform them for us at no cost) & reduced expenses for RecTrac Software Support (\$500)	\$ 4,025.00	\$ (1,325.00)	\$ 2,700.00
13-6-1124-0304	Uniforms	Increase to offset uniform revenue for higher quality swimsuits for lifeguards	\$ 1,500.00	\$ 200.00	\$ 1,700.00
13-6-1124-0310	Supplies	Increase (\$2,500) due to unanticipated replacement of two high lifeguard stands that were damaged due to vandalism (Expected to potentially recoup this cost through prosecution of the perpetrators through the police dept.)/Additional increase due to purchase of needed pool lounge chairs due to increased usage at ODP (\$1,000)	\$ 1,610.00	\$ 3,500.00	\$ 5,110.00
		Net Change - Expenses	\$ 11,110.00	\$ 2,375.00	\$ 13,485.00

Mid-year Budget Adjustments 2014					
HCC FUND 15					
Account #	Account Name	Change & Description	Budgeted	Increase/Decrease	Adjusted Total of Account
15-5350	Day Passes	Increase due to consistently tracking ahead of budgeted amount and increased usage with busier months still to come in the budget year	\$ 52,175.00	\$ 5,000.00	\$ 57,175.00
15-5351	Memberships	Increase due to continued membership retention & anticipated growth during December membership promotion	\$ 589,890.00	\$ 10,000.00	\$ 599,890.00
15-5415	3-on-3 Basketball	No longer offering this program due to popularity of Men's 5-on-5 basketball	\$ 480.00	\$ (480.00)	\$ -
15-5417	5-on-5 Basketball	Increase due to popularity & interest in the program	\$ 2,000.00	\$ 2,875.00	\$ 4,875.00
15-5418	Misc. Rec. Programs	Decrease due to some programs budgeted that did not go; including Adult 4 on 4 Flag Football (\$900), Adult Coed Soccer (\$900), higher than actual budgeting on Tiny Tikes, Summer Camp & Before/After School Programs (\$3,200); new budget is closer to the previous 3-year history avg.	\$ 110,905.00	\$ (5,000.00)	\$ 105,905.00
15-5419	Dodgeball	Lower participation in program; expected to have program run in fall	\$ 3,600.00	\$ (1,800.00)	\$ 1,800.00
15-5426	Swim Team	Decrease in swim team conditioning participation	\$ 6,750.00	\$ (2,000.00)	\$ 4,750.00
15-5521	Personal Training	Decrease due to personal matters that caused our highest grossing trainer, Gloria Davis, to discontinue training for several weeks in the spring	\$ 60,000.00	\$ (18,000.00)	\$ 42,000.00
15-5524	Activation Fee	Increase due to continued membership growth of NEW members	\$ 12,000.00	\$ 1,000.00	\$ 13,000.00
		Net Change - Revenues	\$ 837,800.00	\$ (8,405.00)	\$ 829,395.00
15-6-0103-0218	Credit Card Processing Fees	Increase due to correction based on actual	\$ 5,700.00	\$ 2,500.00	\$ 8,200.00
15-6-0103-0211	Equipment Maintenance	Decrease due to correction for time clock annual maint.	\$ 3,960.00	\$ (800.00)	\$ 3,160.00
15-6-0103-0218	Credit Card Processing Fees	Increase due to additional members and usage of credit card machine for transactions	\$7,800	\$ 500.00	\$ 8,300.00
15-6-0103-0403	Dues & Subscriptions	Increase due to correction for Rotary dues (\$130) & additional cost for NRPA Group Dues (\$150)	\$1,490	\$ 280.00	\$ 1,770.00
15-6-1124-0101	Salary Fulltime	Increase due to hiring of full-time Aquatics Supervisor (Dave Killpack) higher split in Aquatics with lower salary level than Rec./Aquatics Supervisor (\$14,271)	\$ 13,485.00	\$ 14,271.00	\$ 27,756.00
15-6-1124-0102	Salary Parttime	Decrease due to elimination of part-time Aquatic Assistant from mid April through Dec. (-\$7,500) (Offset by increase in swim instructors to cover classes once taught by Aquatic Assistant (\$3,000)	\$ 63,000.00	\$ (4,500.00)	\$ 58,500.00
15-6-1124-0211	Equipment Maintenance	Increase due to unanticipated repairs to the indoor pool heater not covered by warranty (totaling \$1,882 in unanticipated repair costs)	\$ 2,500.00	\$ 1,500.00	\$ 4,000.00
15-6-1124-0216	Other Contractual Service	Decrease to help cover chemical increase	\$ 4,000.00	\$ (1,200.00)	\$ 2,800.00

Attachment: Budget Mid-Year HPR - 2014 (1481 : Mid-year Budget Amendments - 2014)

HCC FUND 15					
Account #	Account Name	Change & Description	Budgeted	Increase/Decrease	Adjusted Total of Account
15-6-1124-0303	Chemicals	Increase due to budget correction & additional cost for chemical usage due to indoor pool leak	\$ 3,500.00	\$ 5,000.00	\$ 8,500.00
15-6-1126-0101	Salary Fulltime	Decrease due to hiring full time Rec Coordinator (Faith Raulie) at lower salary level than former Rec./Aquatics Supervisor position (Budgeted Rec. Coordinator position at 70% HCC Rec., but at significantly lower salary level than Rec./Aquatics Supervisor)	\$ 45,700.00	\$ (3,560.00)	\$ 42,140.00
15-6-1126-0102	Salary Parttime	Decrease due to Rec. Assistant (Faith Raulie) moving to full time status (-\$11,700)	\$ 75,315.00	\$ (11,700.00)	\$ 63,615.00
15-6-1126-0211	Equipment Maintenance	Increase due to unanticipated repairs to aging fitness equipment at HCC	\$ 1,400.00	\$ 1,000.00	\$ 2,400.00
15-6-1126-0216	Other Contractual Service	Decrease due to reduction in personal training services & revenue with loss of highest grossing trainer for personal reasons for several weeks early in the spring	\$ 72,900.00	\$ (13,500.00)	\$ 59,400.00
15-6-1126-0711	Equipment Maintenance	Decrease to help cover increase in 15-6-1126-0211	\$ 2,570.00	\$ (500.00)	\$ 2,070.00
15-6-1126-0717	5 on 5 Basketball	Increase due to increased interest and participation in program leading to additional cost in contractual officials (offset by additional \$2,875 in anticipated revenue)	\$ 7,650.00	\$ 1,500.00	\$ 9,150.00
15-6-1119-0201	Utilities	Increase due to additional costs in water consumption from indoor pool leak & budget correction in electric/gas expense	\$ 208,000.00	\$ 8,000.00	\$ 216,000.00
15-6-1119-0211	Equipment Maintenance	Increase due to unanticipated repairs to aging fitness equipment at HCC (had to completely replace boards on 3 treadmills totaling over \$3,200)	\$ 5,000.00	\$ 3,500.00	\$ 8,500.00
15-6-1119-0216	Other Contractual Service	Increase due to additional unanticipated HVAC repairs outside of quarterly maintenance (including repairs to pool blower that cost over \$4,400) & unanticipated repairs to HCC sound system costing nearly \$1,300	\$ 30,000.00	\$ 15,000.00	\$ 45,000.00
15-6-1119-0303	Chemicals	Decrease to cover overage in supplies (15-6-1119-0310) where many of these items have been coded	\$ 2,500.00	\$ (1,500.00)	\$ 1,000.00
15-6-1119-0307	Equipment Maintenance	Increase due to purchase of necessary facility maint. equipment (new drill, lobby lights & vacuum)	\$ 4,000.00	\$ 700.00	\$ 4,700.00
15-6-1119-0310	Supplies	Increase due to continued higher facility traffic which brings us closer to 3 year average of \$15,400	\$ 13,000.00	\$ 2,500.00	\$ 15,500.00
		Net Change - Expenses	\$ 573,470.00	\$ 18,991.00	\$ 592,461.00



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: Fees and Charges - 2015

Type of Item: *Approval*

See the attached memo regarding the proposed 2015 HPR fees & charges increases.

3. Discussion Item (ID # 1482)

Fees and Charges - 2015

Attachments:

Fees & Charges - 2015 (PDF)

MEMO

TO: Park Board

CC: Mayor Wood, Keith Moody

FROM: Chris Deal, Parks & Recreation Director
Wendy Hershberger, Recreation Superintendent

DATE: July 3, 2014

RE: Fees & Charges - 2015

HPR staff recently conducted a thorough fee study comparison of area Parks & Recreation departments (Belton, Raymore, Lee's Summit, Blue Springs & Pleasant Hill); including reviewing membership rates, day pass fees, rentals, leagues, programs, fitness classes & personal training. Based on this analysis HPR staff are recommending fee increases in several areas in order to bring our pricing closer to the area average.

As you will notice in the graph below most of the proposed increases remain either at or below the area average as we strive to provide affordable recreation and fitness options for our patrons and members.

The most notable fee increase is to our day passes and to our family and adult membership rates. It is estimated that the fee increase to our adult, youth and senior day pass rates will generate approximately \$8,700 in additional revenue annually. With the 10% increase to our family and adult membership rates it is anticipated that we would generate approximately \$50,100 in additional revenue annually.

We welcome feedback and input from the Park Board at this time regarding the proposed fee increases for 2015.

Attachment: Fees & Charges - 2015 (1482 : Fees and Charges - 2015)

Harrisonville Parks & Recreation

Proposed Fees & Charges - 2015

Fee Category	2014 Current	Average	2015 Proposed
COMMUNITY CENTER			
Day Pass Adult	\$ 7.00	\$ 8.00	\$ 8.00
Day Pass Youth	\$ 5.00	\$ 6.50	\$ 6.00
Day Pass Senior	\$ 5.00	\$ 6.50	\$ 6.00
Membership Family	\$ 512.00	\$ 574.00	\$ 563.00
Membership Adult	\$ 346.00	\$ 389.00	\$ 380.00
Room Rentals per hour (smaller room)	\$ 25.00	\$ 34.00	\$ 30.00
Room Rentals per hour (mid-sized room)	\$ 30.00	\$ 51.00	\$ 35.00
Room Rentals per hour (larger room)	\$ 35.00	\$ 59.50	\$ 40.00
Locker Rentals	\$ 36.00	\$ 65.50	\$ 40.00
LEAGUES			
Coed Volleyball League	\$ 175.00	\$ 191.25	\$ 185.00
Coed Sand Volleyball League	\$ 60.00	\$ 116.25	\$ 80.00
Coed Softball League	\$ 325.00	\$ 381.00	\$ 350.00
Men's Softball League	\$ 325.00	\$ 371.00	\$ 350.00
Men's 5-on-5 Basketball League	\$ 250.00	\$ 347.50	\$ 300.00
Youth Baseball/Softball	\$ 85.00	\$ 85.00	\$ 90.00
Youth Basketball	\$ 65.00	\$ 65.00	\$ 70.00
MISC. REC. PROGRAMS			
Day Camp (No School Days)	\$ 16.00	\$ 22.67	\$ 20.00
Half Day Camp	\$ 8.00	\$ 11.33	\$ 10.00
Spring Break Camp	\$ 65.00	\$ 96.25	\$ 70.00
Winter Week Camp	\$ 50.00	\$ 106.25	\$ 55.00
Summer Camp	\$ 80.00	\$ 106.00	\$ 90.00
After Summer School Camp	\$ 35.00	\$ 77.50	\$ 40.00
PARKS			
Shelter w/ Electricity	\$ 25.00	\$ 50.00	\$ 30.00
Ball Field Lights	\$ 20.00	\$ 67.50	\$ 30.00
Ball Field Rental Fee per hour	\$ 10.00	\$ 20.00	\$ 20.00
OUTDOOR POOL			
Season Pass Family	\$ 150.00	\$ 158.50	\$ 160.00
Season Pass Senior	\$ 60.00	\$ 82.60	\$ 70.00
Season Pass Youth	\$ 60.00	\$ 82.60	\$ 70.00



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: Budget Objectives - 2015

Type of Item: *Report*

See the attached 2015 budget objectives document.

4. Discussion Item (ID # 1483)

Budget Objectives - 2015

Attachments:

Budget Objectives - 2015 (PDF)

Objectives:

1. Linear Trail Development - Enhancements

Justification: As part of the Comprehensive Parks & Recreation Master Plan, linear trail development is recommended for trail connection throughout the City of Harrisonville. The existing segment of trail connection was completed with the addition of the railroad corridor on the east side of town that connected City Park with Burris Ridge. In addition, a trail segment was added in 2012 that connected Thunderbird Lane and the Cass County Career Center with the City Park trail. Also, a trail connection was added from the Outdoor Pool to Ash Street in 2013. In 2014 benches and message boards have been installed on trails.

Going forward, currently there is not enough funding available to complete a large trail project. However, by utilizing the Parkland Dedication funding which is provided through housing development, trail enhancements such as benches, signage, sidewalk repairs and other trail connections are feasible.

Cost Estimate: \$60,000.00 Note: Budgeted funds not used in the calendar year would be requested to be re-appropriated the following year for continued trail development.

Completion Date: Ongoing

Responsible Party: Parks & Recreation Director

2. Parks & Recreation Foundation Funding Development

Justification: In the last quarter of 2013, the Parks & Recreation Board approved the establishment of the Parks & Recreation Foundation through the Truman Heartland Community Foundation. The "HPRF" is a charitable nonprofit foundation that was established for the purpose of helping individuals and families in need participate in Parks & Recreation activities and to enhance Parks & Recreation amenities and services.

The goal for 2015 will be to further develop funding to the Foundation through special event fund raising, such as a golf tournament and other events as they are organized.

Cost Estimate: N/A

Completion Date: Ongoing

Responsible Party: Parks & Recreation Director

3. Lease purchase of treadmills for Community Center Members and Patrons

Justification:

The Community Center opened in January, 2005. At that time there were 19 treadmills purchased for the fitness center and 3 more were added in 2011. In the past 3 years, the treadmills have required more and more repairs as is anticipated for treadmills that are nearly 10 years old. The cost for repairs on the treadmills is rapidly increasing and currently 3 treadmills have been removed from the fitness floor because of extensive repairs needed that are beyond the budget. In addition, 3 other treadmills recently required new boards, which is the highest repair item for a treadmill. These 3 treadmills were our newest models and it was therefore deemed worthwhile to repair them at this time. The budget for 2014 was \$2,570 which has already been exceeded. A treadmill repair can cost anywhere from \$200 to \$3,000 or higher depending on the parts being repaired.

Over the past year the HCC membership increased to its highest number since opening, which is 4,400 members, surpassing the previous high number of 3,900. This means higher usage of our treadmills that are out of date and noticeably in need of upgrades and repairs. Modern treadmills today have additional features; including TV's on the unit that can be viewed during use as well as upgraded screen options and plug-ins for ipods. For those who are familiar with other "state of the art" fitness centers, the up to date treadmills are no comparison to older out of date treadmill models and these features have come to be expected by the membership and also help contribute to membership growth and retention.

Staff is recommending that we trade in the 17 older treadmills, currently on the floor (keeping the recently repaired 3 newer models) and move forward with a 3-year lease purchase on 12 upgraded treadmills. This option would mitigate the risk for increasing repair costs on the already outdated equipment. Based on estimates received to date a new treadmill with the desired features would cost approximately \$5,000. In order to lease 12 treadmills it would cost around \$66,000, which would be spread out over a 3-year lease period.

The trade in value on the 17 older treadmill models (approximately \$5,500) as well as an increase in the membership fees (which has not increased since 2012) would cover the cost to lease this equipment. The lease purchase option comes with full maintenance coverage on the treadmills. In addition, after three years the treadmills can be traded in for new ones and the lease continued.

Cost Estimate: \$23,000 **Account #15-6-1126-0307**

Completion Date: February 1, 2015

Responsible Party: Recreation Superintendent

4. Resurface Community Center Parking Lot and Service Road

Justification: The Community Center has been open for about 10 years with approximately 500 people a day coming through the doors. The parking lot is showing its age with cracks, separation at seams and minor sink holes where cars park. If these areas are not repaired the blacktop will start to come up and it will be much more expensive to repair down the road. Staff is recommending a resurfacing of the parking lot and restriping for parking, as well as complete service road improvement.

Cost Estimate: \$25,000.00 **Account #15-6-0990-1004 (new line item #)**

Completion Date September 30, 2015

Responsible Party: Parks & Recreation Director



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: Park Division Equipment - 2015

Type of Item: *Report*

See the attached Park Equipment Replacement Schedule.

5. **Discussion Item (ID # 1484)**
Park Division Equipment - 2015

Attachments:

Park Equipment Replacement Schedule (PDF)

Harrisonville Equipment Replacement Schedule Section 1: Equipment Detail						Section 2: Amortization Schedule						
Last Updated: 6/13/2014 2015												
Dept. Name	Model Year	Make	Model Name	Description	Vin # or ID	Quantity	Total Cost of Each Item	Cost of Item Charged to This Department	Useful Life (Years)	Replace-ment Year	Estimated Residual Value	Annual Depreciation Cost for this Dept.
<u>Parks & Rec</u>	1992	John Deere	855	4x4 tractor w/ mid mount finish mowing deck 72"	LVO855C120768	1.00	\$ 11,062	\$ 11,062	24	2016	\$ 2,766	\$ 346
	1998	GMC	2500	Pickup 4WD Gas (Purchased from Streets in 2013)	1GTGK24R1WZ543598	1.00	\$5,000	\$ 5,000	7	2020	\$ 1,000	\$ 571
	2000	Chevrolet	c-3500	1 Ton with Dump Bed	1GCBJC34J3YF480872	1.00	\$ 21,000	\$ 21,000	18	2018	\$ 4,200	\$ 933
	2000	Ford	EXPLORER	4 Door SUV 4X4 (Purchased from CH in 2012 with 79K miles)	1FMZU71E8YUB64305	1.00	\$ 3,500	\$ 3,500	5	2017	\$ 1,050	\$ 490
1	2002	Chevy	1500	4 Wheel Drive 1/2 ton (Replace with Electric Truck in 2015)	1GCEK14V422331416	1.00	\$ 18,652	\$ 18,652	13	2015	\$ 3,730	\$ 1,148
	2002	DODGE	Ram 2500	4X4 Diesel Pickup (From Electric Dept in 2011)	3B7KF26672M290638	1.00	\$5,000	\$ 5,000	9	2020	\$ 1,000	\$ 444
	2002	Star		7' X 18' Tandem axle (14K lbs GVW) Flatbed trailer with ramps (purchased used 12/11)	13YFS18252C087300	0.50	\$2,500	\$ 1,250	20	2031	\$ 250	\$ 56
	2002	Vermeer	BC1400	Brush Chipper Diesel 122 HP (from Electric Dept in 2014)	1VR41614721000187	1.00	\$ 5,000	\$ 5,000	18	2032	\$ 500	\$ 250
				Mini-excavator, 11K lbs, 48 hp, 11.75' Dig depth, 12.6' Dump height, 18" Bucket, manual exchange, purchased with 3,550 hrs on 2/8/11 (price includes shipping and repairs).								
	2003	Bobcat			SN 233312425	1.00	\$ 21,025	\$ 21,025	10	2021	\$ 10,513	\$ 1,051
2	2005	John Deere	Gator	4x4 utility vehicle (replace with used UV)	MOHP4GXO15827	1.00	\$ 5,500	\$ 5,500	10	2015	\$ 1,100	\$ 440
	2008	Kubota	7040	67 hp PTO Tractor	15969	1.00	\$ 38,000	\$ 38,000	20	2028	\$ 7,600	\$ 1,520
	2008	Woods	3168	14FT Brush Hog Mower	Serial # 1023213	1.00	\$ 9,297	\$9,297	15	2023	\$ 1,859	\$ 496
	2008	Rhino Servis	#07790019	3 point boom mower	Serial #1416V2007	1.00	\$ 18,918	\$18,918	15	2023	\$ 3,784	\$ 1,009
3	2009	Kubota	F3680	Front deck main finishing mower 72" (to Airport?)		1.00	\$ 18,875	\$ 18,875	6	2015	\$ 4,719	\$ 2,359
	2010	Kubota		Zero turn radius, 6' deck finish mower, diesel engine		1.00	\$ 15,900	\$ 15,900	9	2019	\$ 3,180	\$ 1,413
	2010	HP	ML110	Web Server- Single processor 4 gb Ram	USE952N6AS	1.00	\$ 1,779	\$ 1,779	6	2016	\$ -	\$ 297
	2010	HP	ML350	File & Data Base Server- Dual processor 6 gb Ram	USE952N6R2	1.00	\$ 3,678	\$ 3,678	6	2016	\$ -	\$ 613
	2011	Kubota		Tractor with 72" pull behind finish mower		1.00	\$ 17,120	\$ 17,120	9	2020	\$ 4,280	\$ 1,427
Subtotal						17.50		\$ 220,556			\$ 51,530	\$ 14,864

Harrisonville Equipment Replacement Schedule					Section 1: Equipment Detail		Section 3: Replacement Schedule												
Last Updated: 6/13/2014					2015														
Dept. Name	Model Year	Make	Model Name	Description	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
Parks & Rec	1992	John Deere	855	4x4 tractor w/ mid mount finish mowing deck 72"	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	1998	GMC	2500	Pickup 4WD Gas (Purchased from Streets in 2013)	\$ -	\$ -	\$ -	\$ 11,062	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2000	Chevrolet	c-3500	1 Ton with Dump Bed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2000	Ford	EXPLORER	4 Door SUV 4X4 (Purchased from CH in 2012 with 79K miles)	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
1	2002	Chevy	1500	4 Wheel Drive 1/2 ton (Replace with Electric Truck in 2015)	\$ -	\$ -	\$ 18,652	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2002	DODGE	Ram 2500	4X4 Diesel Pickup (From Electric Dept in 2011)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -		
				7' X 18' Tandem axle (14K lbs GVW) Flatbed trailer with ramps (purchased used 12/11)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2002	Star		Brush Chipper Diesel 122 HP (from Electric Dept in 2014)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2002	Vermeer	BC1400	Mini-excavator, 11K lbs, 48 hp, 11.75' Dig depth, 12.6' Dump height, 18" Bucket, manual exchange, purchased with 3,550 hrs on 2/8/11 (price includes shipping and repairs).	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,025	\$ -	\$ -	\$ -	\$ -		
2	2005	John Deere	Gator	4x4 utility vehicle (replace with used UV)	\$ -	\$ -	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2008	Kubota	7040	67 hp PTO Tractor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2008	Woods	3168	14FT Brush Hog Mower	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,297	\$ -	\$ -		
	2008	Rhino Servis	#07790019	3 point boom mower	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,918	\$ -	\$ -		
3	2009	Kubota	F3680	Front deck main finishing mower 72" (to Airport?)	\$ -	\$ -	\$ 18,875	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2010	Kubota		Zero turn radius, 6' deck finish mower, diesel engine	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2010	HP	ML110	Web Server- Single processor 4 gb Ram	\$ -	\$ -	\$ -	\$ 1,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2010	HP	ML350	File & Data Base Server- Dual processor 6 gb Ram	\$ -	\$ -	\$ -	\$ 3,678	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2011	Kubota		Tractor with 72" pull behind finish mower	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,120	\$ -	\$ -	\$ -	\$ -	\$ -		
Subtotal																			

Schedule (1484 : Park Division Equipment - 2015)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: Twin Pines Golf Club

Type of Item: *Report*

6. **Discussion Item (ID # 1485)**
Twin Pines Golf Club



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: HCC Activity Report

Type of Item: *Report*

HPR Membership Tracking 3-Year Period Attached.

7. Discussion Item (ID # 1486)

HCC Activity Report

Attachments:

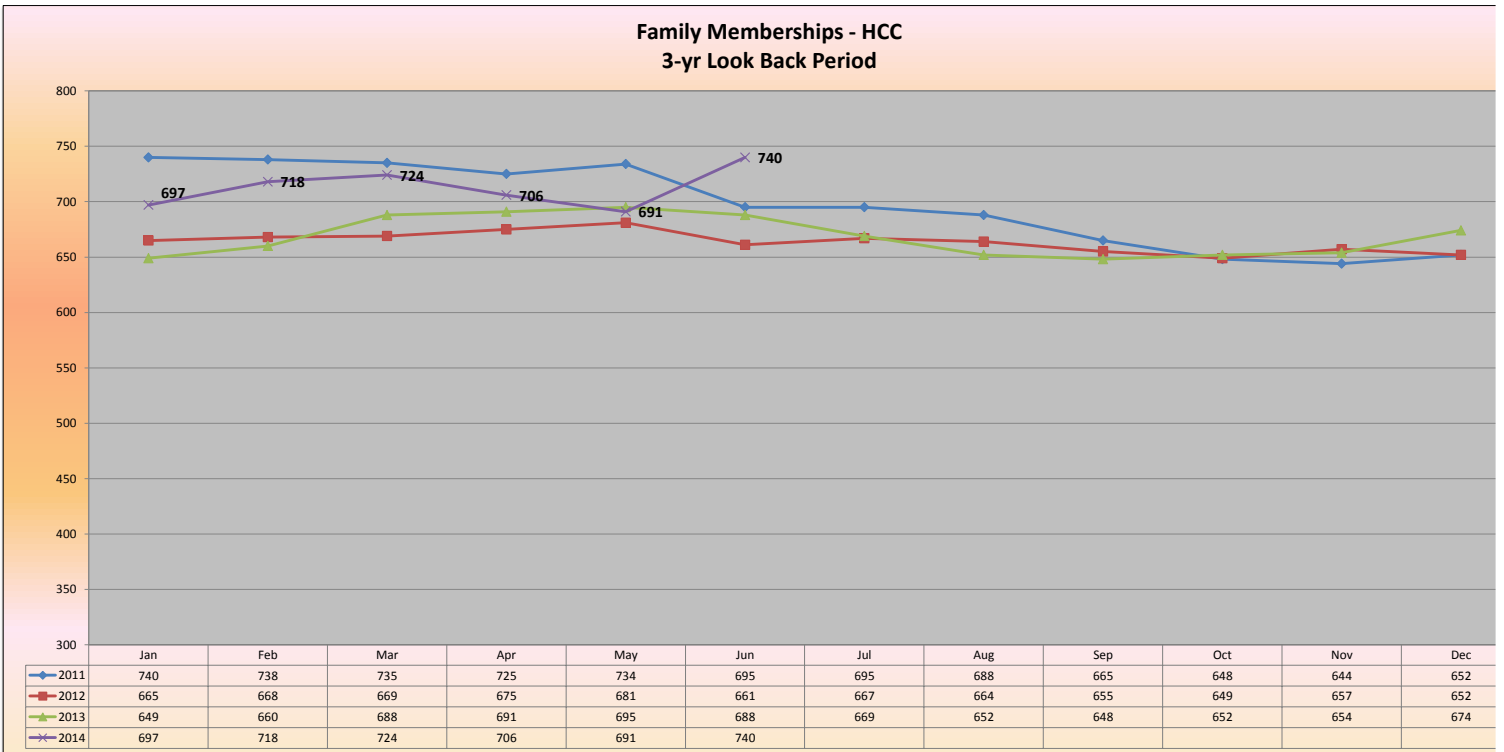
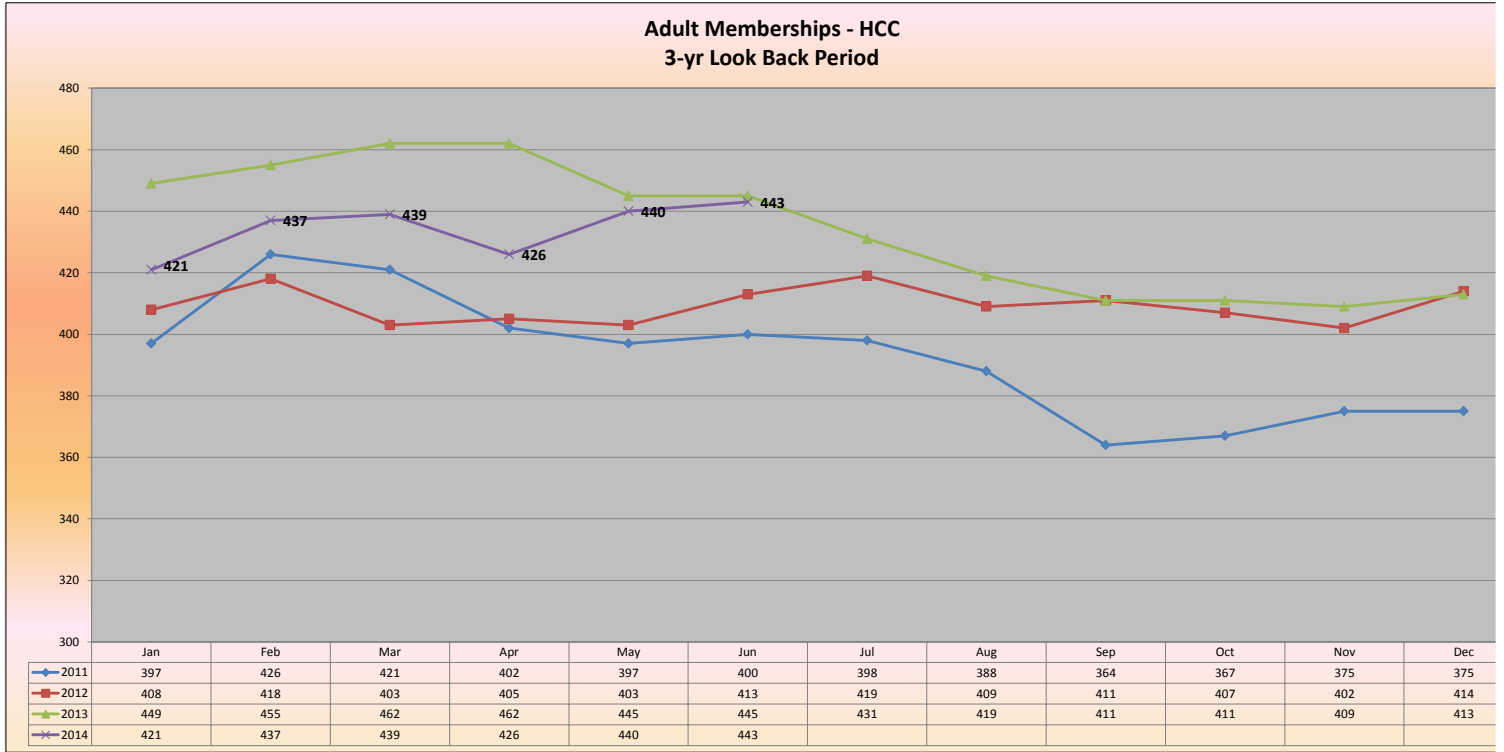
Membership Statistics - Chart(PDF)

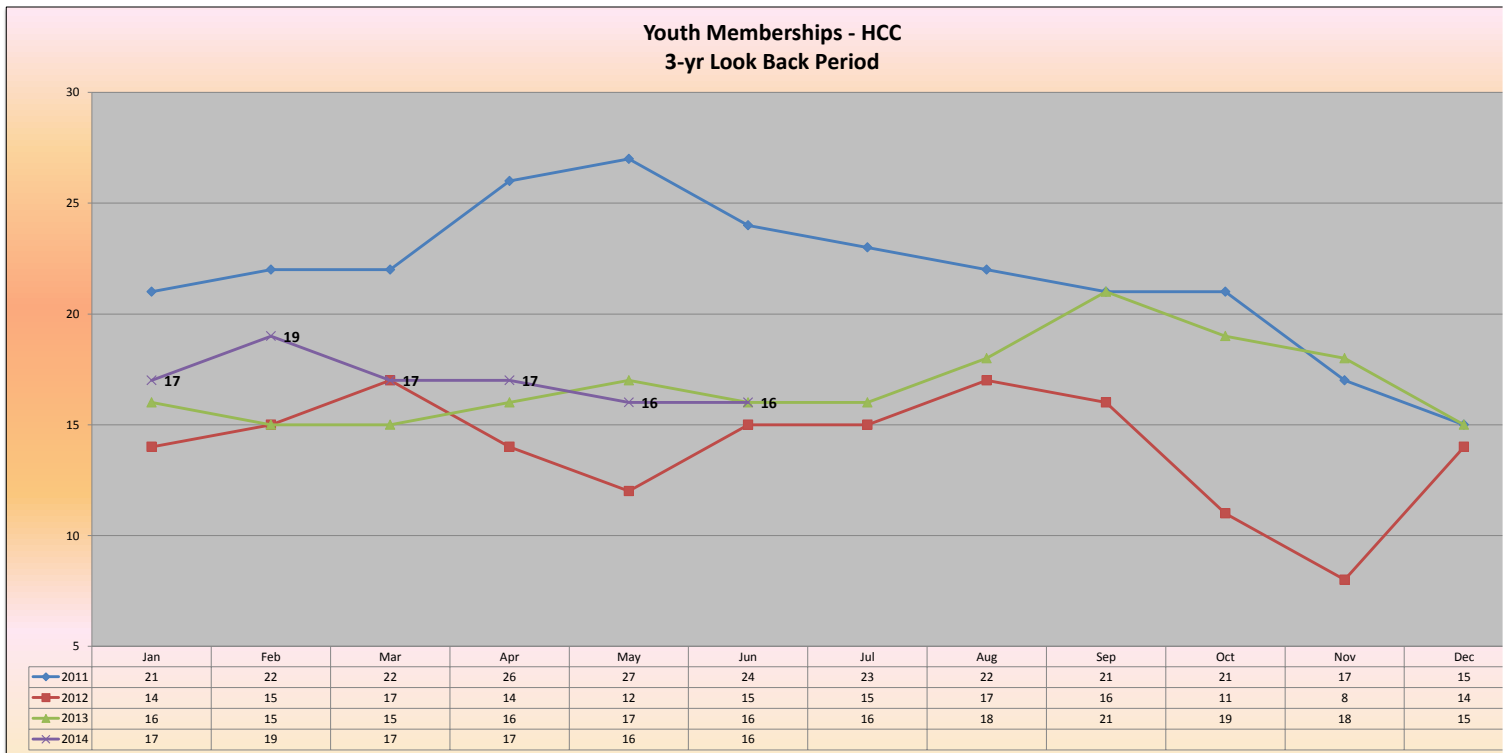
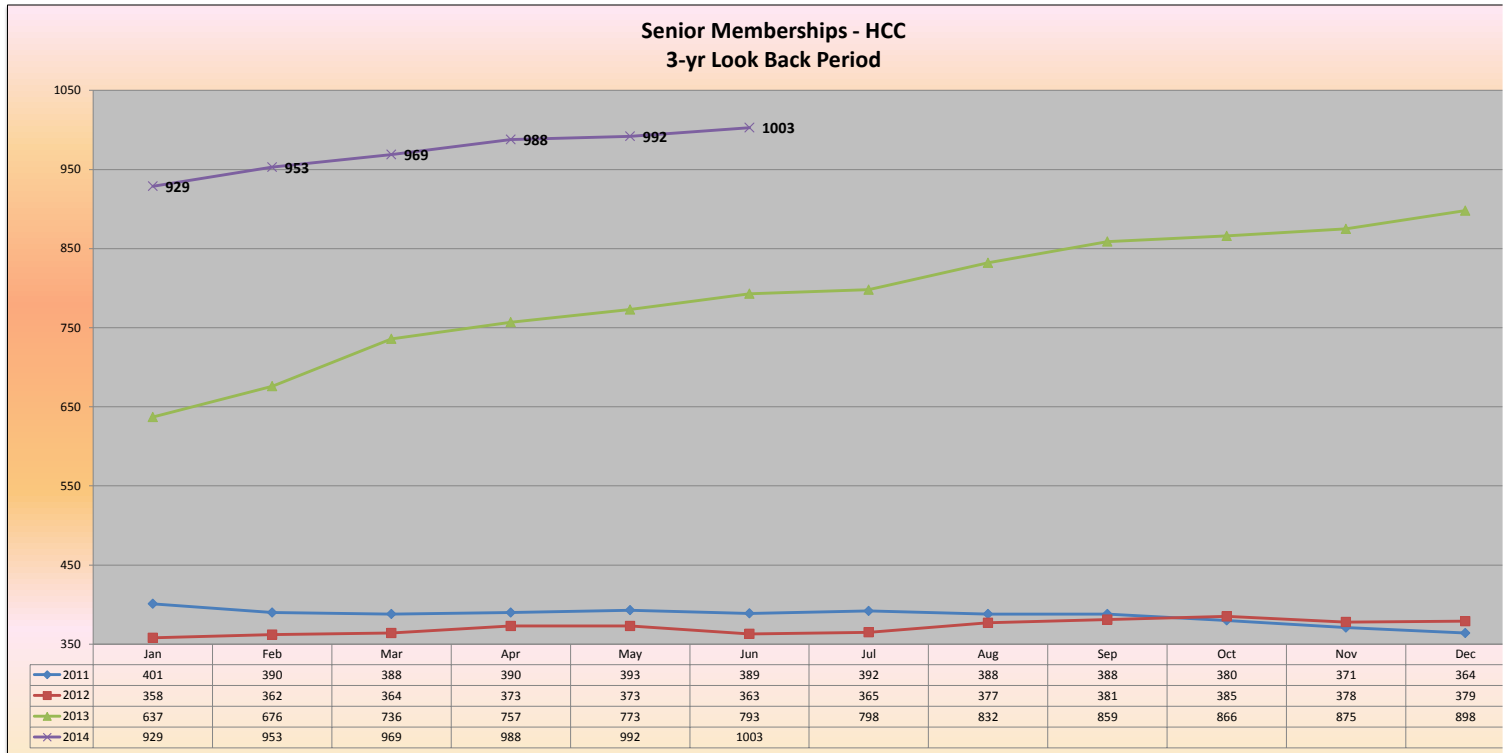
HCC Membership Statistics - Graphs(PDF)

ODP Membership Statistics - Graphs(PDF)

HPR Membership Tracking
3-Year Period
Park Board Meeting: July 8, 2014

Month/Year	Values																
	Adult	Adult-90	Adult-ODP	Family	Fam-ODP	Youth	Youth-90	Yth - ODP	Senior	Sen-90	Sen Cpl	Sneakers	Sen-ODP	PLUS1	10Punch	HCC Mem	ODP Mem
Jan																	
2012	357	51	0	665	0	13	1	0	233	2	123	0	0	43	0	3368	0
2013	402	47	0	649	0	14	2	0	230	3	112	292	0	43	0	3622	0
2014	380	41	0	697	0	15	2	0	222	5	110	592	0	55	0	4251	0
% Difference/yr	-5.47%	-12.77%	0.00%	7.40%	0.00%	7.14%	0.00%	0.00%	-3.48%	66.67%	-1.79%	102.74%	0.00%	27.91%	0.00%	17.37%	0.00%
Feb																	
2012	360	58	0	668	0	13	2	0	240	3	119	0	0	46	0	3388	0
2013	402	53	0	660	0	13	2	0	220	4	114	338	0	57	0	3837	0
2014	390	47	0	718	0	15	4	0	223	4	114	612	0	64	0	4400	0
% Difference/yr	-2.99%	-11.32%	0.00%	8.79%	0.00%	15.38%	100.00%	0.00%	1.36%	0.00%	0.00%	81.07%	0.00%	12.28%	0.00%	14.67%	0.00%
Mar																	
2012	355	48	0	669	0	15	2	0	241	4	119	0	0	49	0	3436	0
2013	412	50	0	688	0	14	1	0	219	3	118	396	0	56	0	3987	0
2014	396	43	0	724	0	14	3	0	223	4	114	628	0	60	0	4429	0
% Difference/yr	-3.88%	-14.00%	0.00%	5.23%	0.00%	0.00%	200.00%	0.00%	1.83%	33.33%	-3.39%	58.59%	0.00%	7.14%	0.00%	11.09%	0.00%
Apr																	
2012	373	32	0	675	0	13	1	0	247	4	122	0	0	51	0	3473	0
2013	423	39	0	691	2	16	0	3	215	2	119	421	0	58	0	4044	12
2014	393	33	0	706	0	14	3	0	227	1	117	643	0	59	0	4376	0
% Difference/yr	-7.09%	-15.38%	0.00%	2.17%	-100.00%	-12.50%	0.00%	-100.00%	5.58%	-50.00%	-1.68%	52.73%	0.00%	1.72%	0.00%	8.21%	-100.00%
May																	
2012	367	36	2	681	77	12	0	11	246	2	125	0	1	54	24	3539	373
2013	407	38	3	695	46	17	0	9	215	1	116	441	0	57	2	4129	242
2014	406	34	3	691	67	14	2	23	228	1	116	647	1	56	0	4341	342
% Difference/yr	-0.25%	5.56%	0.00%	-0.58%	45.65%	-17.65%	0.00%	155.56%	6.05%	0.00%	0.00%	46.71%	0.00%	-1.75%	-100.00%	5.13%	41.32%
Jun																	
2012	370	43	6	661	165	13	2	23	239	3	121	0	1	57	95	3439	875
2013	403	42	5	688	138	16	0	27	218	1	116	458	1	52	65	4059	703
2014	415	28	4	740	131	14	2	42	227	0	116	660	1	56	77	4454	687
% Difference/yr	2.98%	-33.33%	-20.00%	7.56%	-5.07%	-12.50%	0.00%	55.56%	4.13%	-100.00%	0.00%	44.10%	0.00%	7.69%	18.46%	9.73%	-2.28%
% Diff. Prev. Mo.																	
2012	0.82%	19.44%	200.00%	-2.94%	114.29%	8.33%	0.00%	109.09%	-2.85%	50.00%	-3.20%	0.00%	0.00%	5.56%	295.83%	-2.83%	134.58%
2013	-0.98%	10.53%	66.67%	-1.01%	200.00%	-5.88%	0.00%	200.00%	1.40%	0.00%	0.00%	3.85%	0.00%	-8.77%	3150.00%	-1.70%	190.50%
2014	2.22%	-17.65%	33.33%	7.09%	95.52%	0.00%	0.00%	82.61%	-0.44%	-100.00%	0.00%	2.01%	0.00%	0.00%	0.00%	2.60%	100.88%
Jul																	
2012	375	44	7	667	169	11	4	23	242	3	120	0	1	53	146	3497	941
2013	396	35	5	669	142	14	2	28	215	0	112	471	1	52	112	3988	852
2014																	
% Difference/yr	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Aug																	
2012	373	36	7	664	169	12	5	23	253	6	118	0	1	46	149	3461	943
2013	388	31	5	652	142	16	2	28	221	3	112	496	1	54	117	3953	747
2014																	
% Difference/yr	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Sep																	
2012	379	32	7	655	169	12	4	23	255	4	122	0	1	46	156	3455	950
2013	385	26	0	648	0	19	2	0	225	3	115	516	0	48	0	3965	0
2014																	
% Difference/yr	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00%	-100.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00%	0.00%
Oct																	
2012	380	27	0	649	0	10	1	0	257	3	125	0	0	45	0	3426	0
2013	386	25	0	652	0	19	0	0	218	3	114	531	0	48	0	3969	0
2014																	
% Difference/yr	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00%	0.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00%	0.00%
Nov																	
2012	375	27	0	657	0	8	0	0	252	0	126	0	0	44	0	3429	0
2013	384	25	0	654	0	18	0	0	222	1	110	542	0	49	0	4004	0
2014																	
% Difference/yr	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00%	0.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00%	0.00%
Dec																	
2012	388	26	0	652	0	13	1	0	252	1	126	0	0	39	0	3379	0
2013	383	30	0	674	0	14	1	0	234	2	106	556	0	50	0	4103	0
2014																	





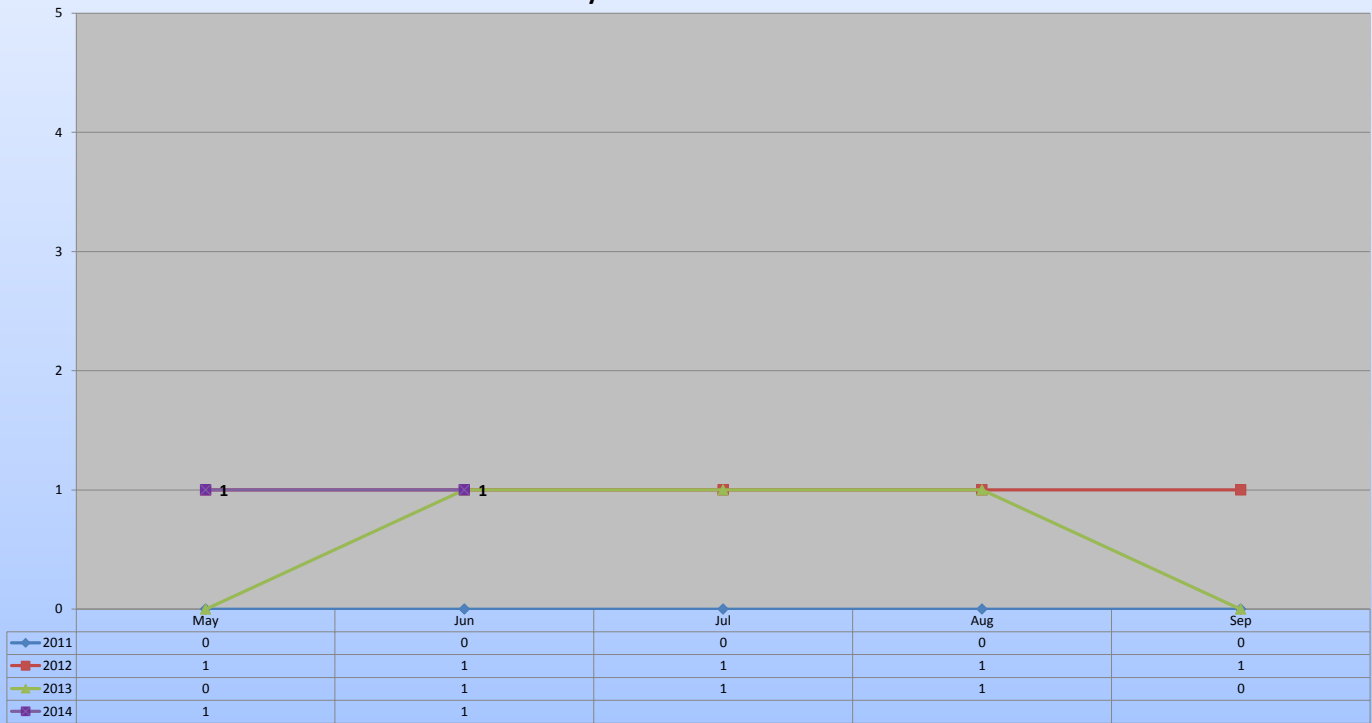
Adult Memberships - ODP 3-yr Look Back Period



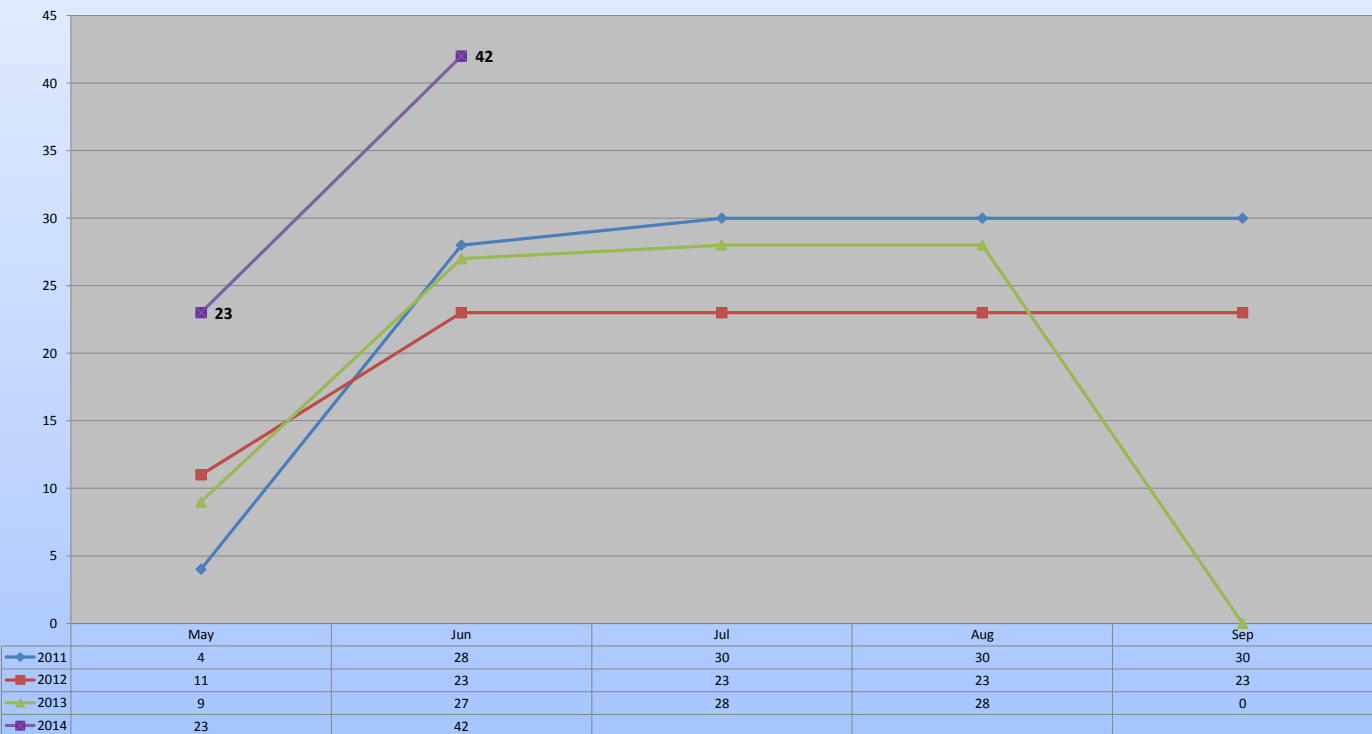
Family Memberships - ODP 3-yr Look Back Period



Senior Memberships - ODP
3-yr Look Back Period



Youth Memberships - ODP
3-yr Look Back Period





TO: Park Board
FROM: Chris Deal, Parks Director
DATE: July 7, 2014
SUBJECT: Month & YTD Financial Report

Type of Item: *Report*

Month & YTD Financial Report.

8. Discussion Item (ID # 1487)
Month & YTD Financial Report

Attachments:

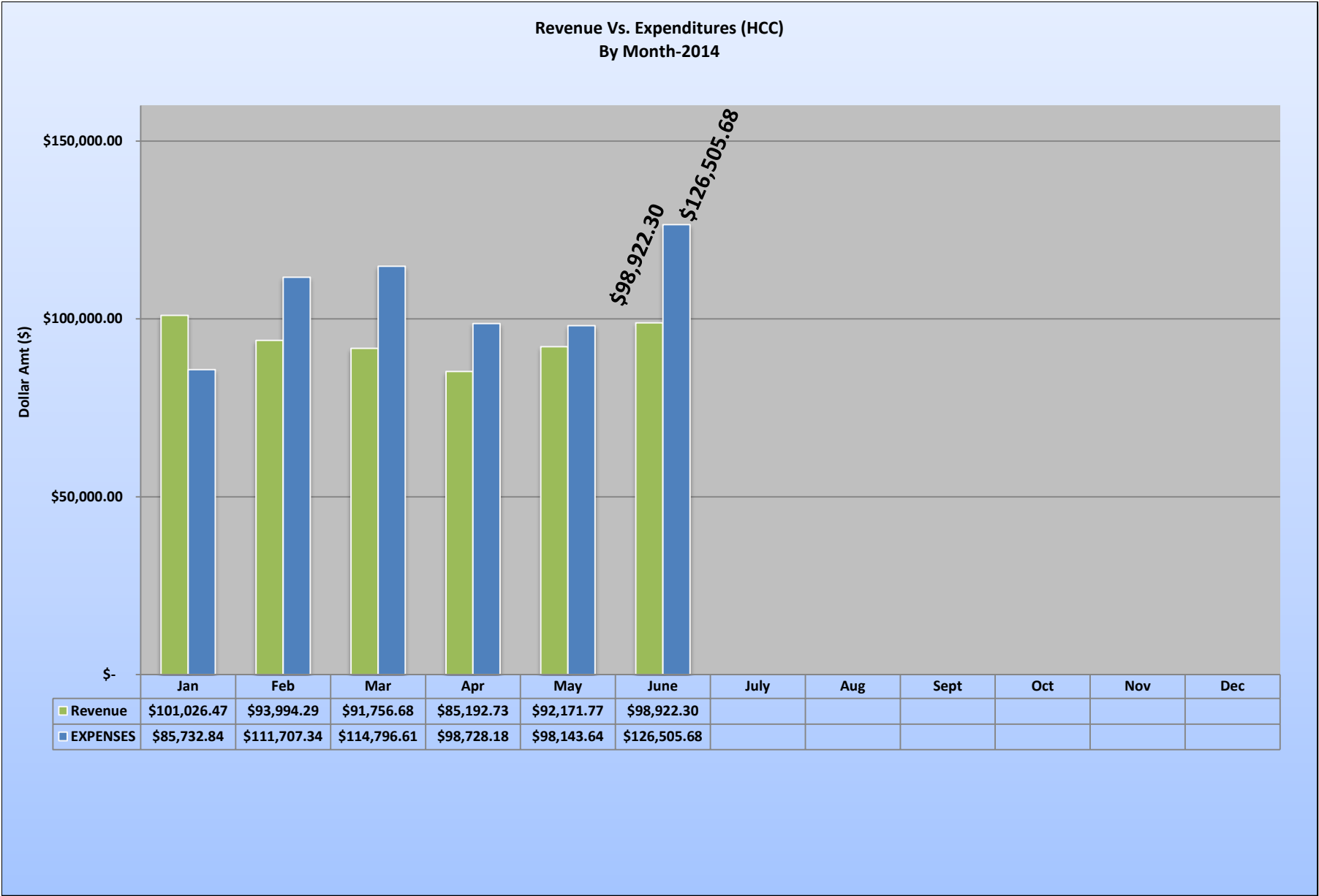
Revenue vs. Expenditures (PDF)

Utilities (PDF)

Parks Financials (PDF)

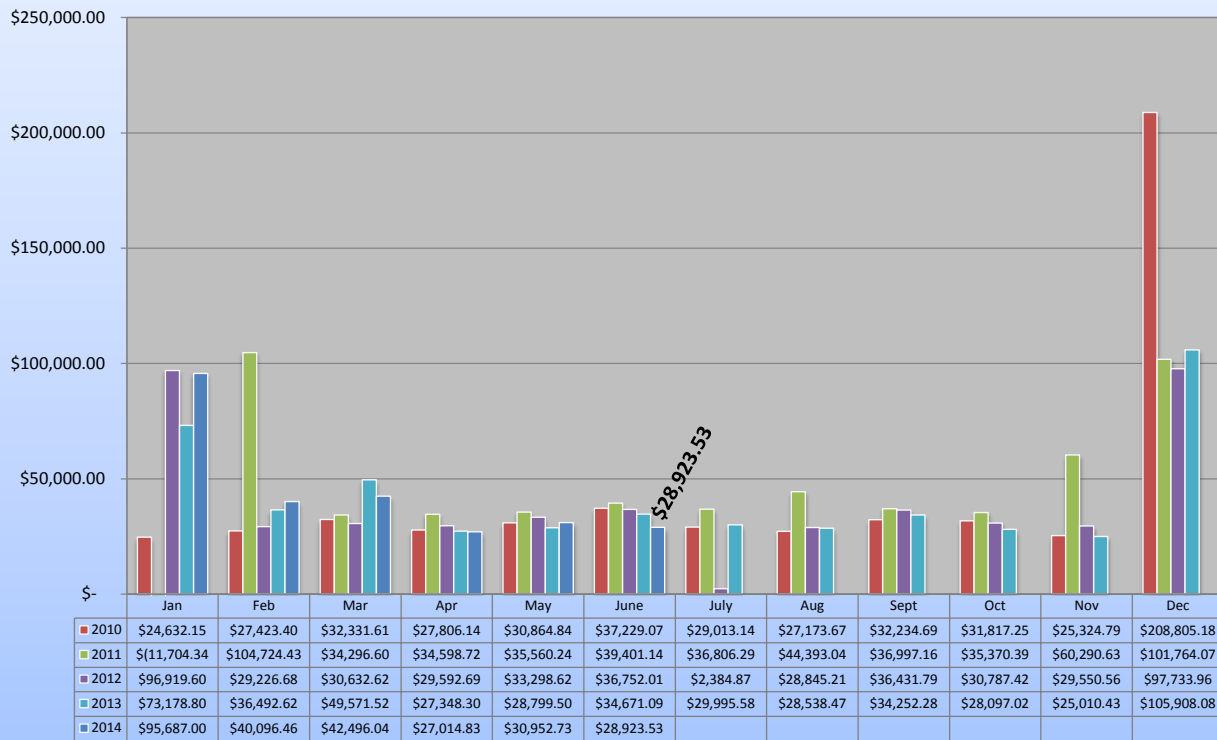
ODP Financials (PDF)

HCC Financials (PDF)

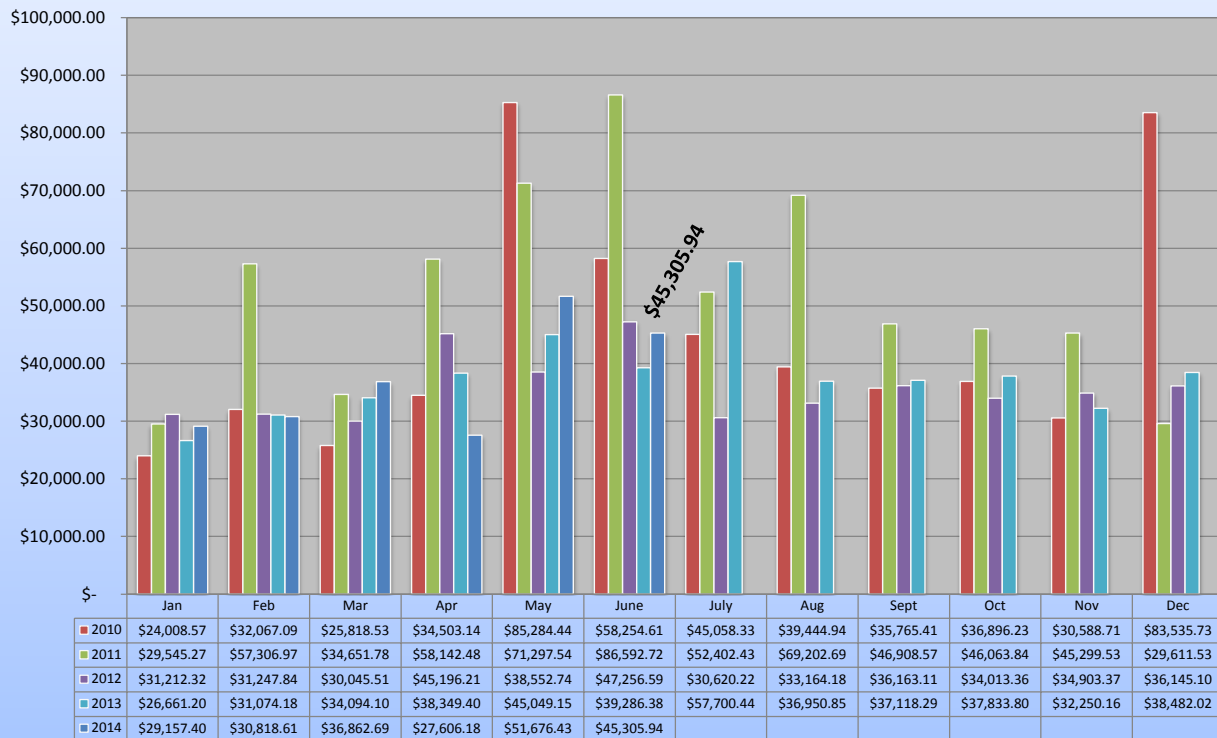


Attachment: Revenue vs. Expenditures (1487 : Month & YTD Financial Report)

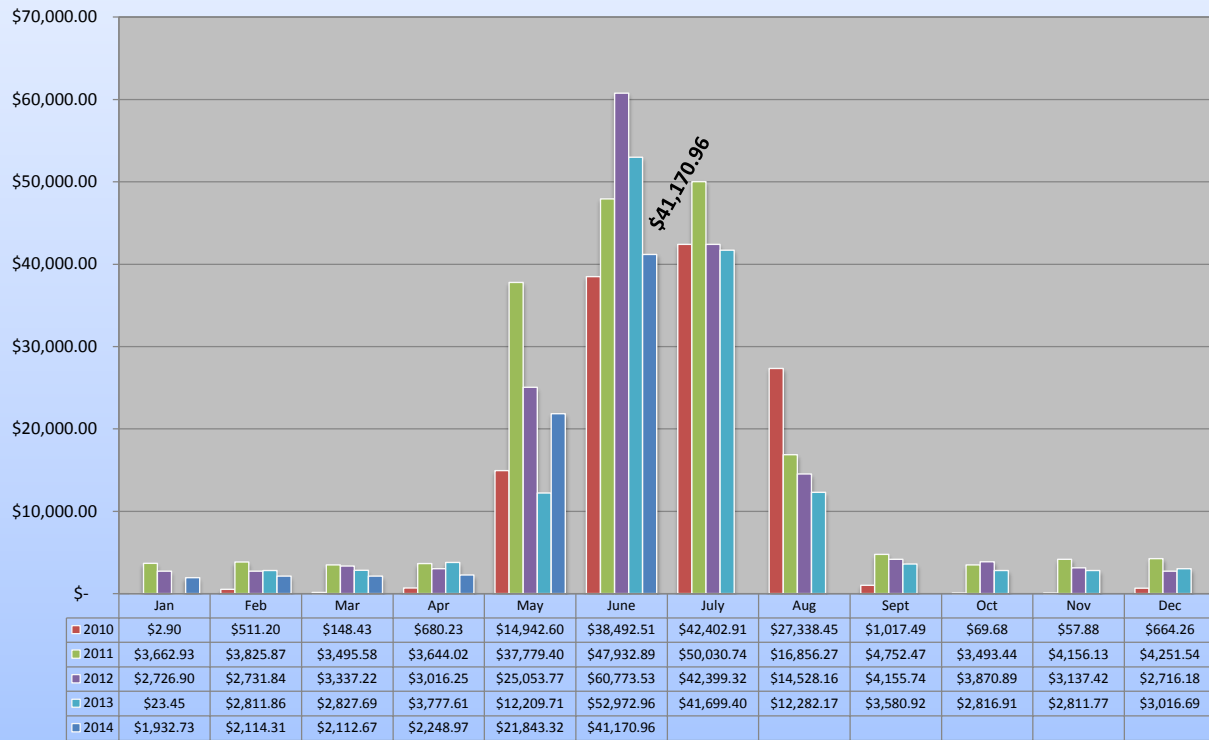
Revenue Over Time - Fund 11 (Parks)



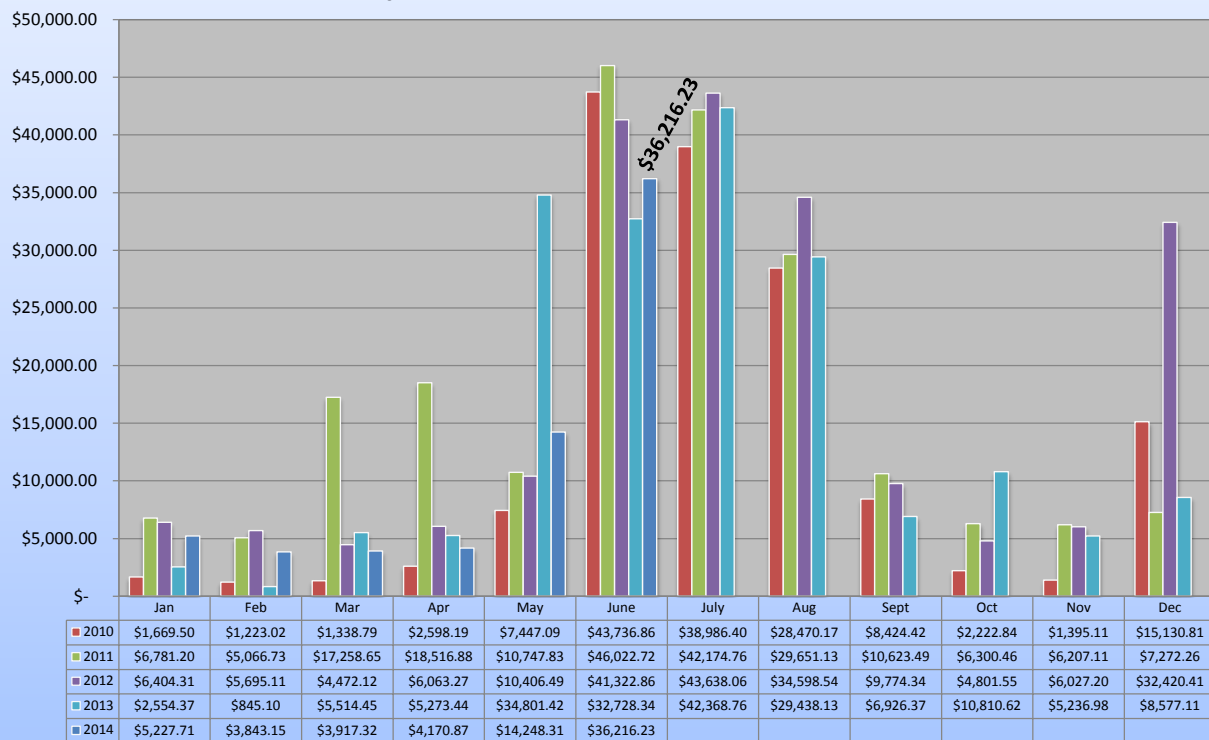
Expenses Over Time - Fund 11 (Parks)



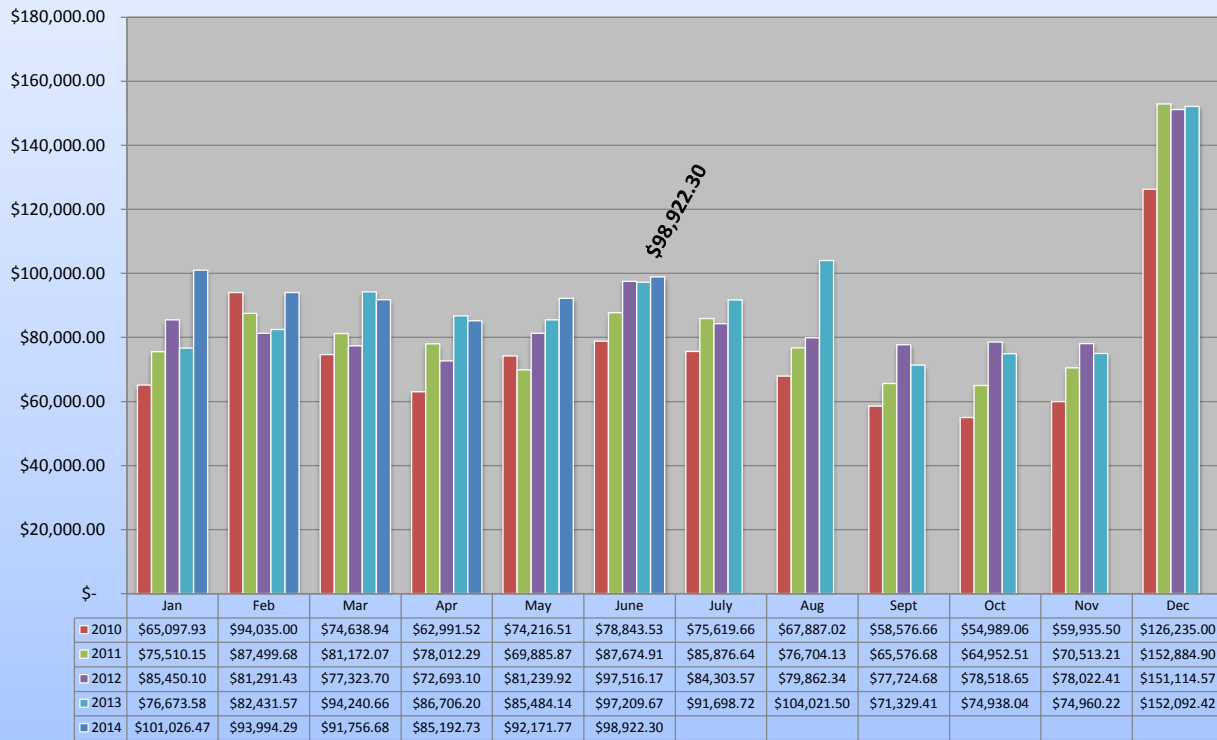
Revenue Over Time - Fund 13 (ODP)



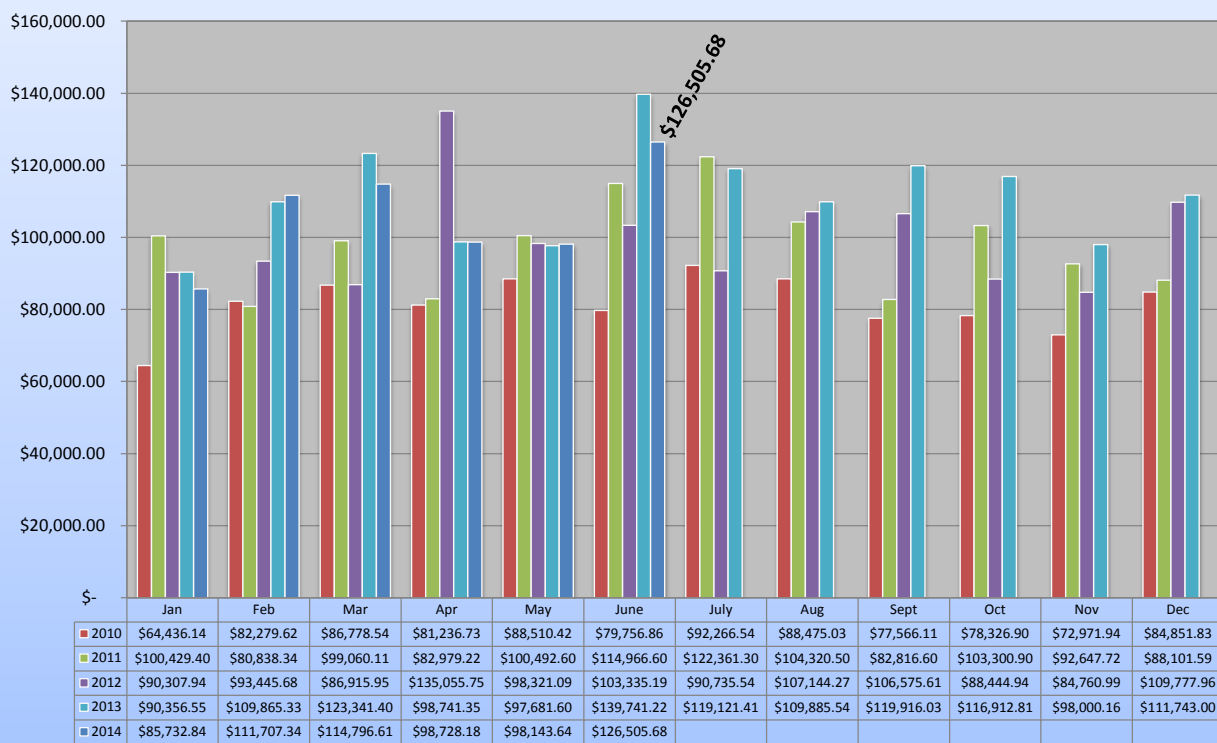
Expenses Over Time - Fund 13 (ODP)



Revenue Over Time - Fund 15 (HCC)



Expenses Over Time - Fund 15 (HCC)



Utilities by Month



HPR Financial Tracking
Parks - Fund 11
Year-to-Date Figures

Fund		Parks - 11										
Rev./Exp.		(All)										
Title	Division	Section	Account Name	Account #	2011	2012	2013	2014	Variance	% of Change		
Parks Revenue	Detailed Revenue	Taxes	Real Estate Taxes	11-5111	\$3,577.86	\$52,062.50	\$51,379.65	\$55,106.59	\$3,726.94	7.25%		
			Personal Property Tax	11-5112	\$3,130.17	\$15,535.00	\$14,919.26	\$14,130.35	-\$788.91	-5.29%		
			Merchants/Replacement Tax	11-5113	\$1,072.72	\$12,693.30	\$13,489.18	\$13,313.78	-\$175.40	-1.30%		
			Corporate/RR/Utility Tax	11-5117	\$829.69	\$0.00	\$0.00	\$1,294.28	\$1,294.28			
			Financial Institution Tax	11-5121	\$0.00	\$531.09	\$334.29	\$529.64	\$195.35	58.44%		
		Charges for Service	Rental Income	11-5307	\$7,399.81	\$7,908.92	\$8,585.75	\$6,083.97	-\$2,501.78	-29.14%		
			Shooting Range Revenue	11-5309	\$0.00	\$618.00	\$643.00	\$660.00	\$17.00	2.64%		
			Ballfield Concession Lease	11-5330	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
			Office Facilities & Services	11-5331	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
			Concessions Ball Field Taxable	11-5334	\$5,916.53	\$7,631.91	\$5,003.72	\$4,996.94	-\$6.78	-0.14%		
			Recreational Programs	Misc. Recreation Programs	11-5418	\$0.00	\$0.00	\$29,840.84	\$34,404.04	\$4,563.20	15.29%	
			Misc. Income	Miscellaneous	11-5510	-\$1,250.00	-\$1,408.00	\$6,760.00	\$8,865.87	\$2,105.87	31.15%	
				Donations - Sound System	11-5514	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
				Auction & Surplus Sales	11-5535	\$0.00	\$500.00	\$901.99	\$0.00	-\$901.99	-100.00%	
				Donations	11-5537	\$1,132.00	\$1,000.00	\$500.00	\$131.00	-\$369.00	-73.80%	
			Intergovernmental	Grants & Entitlements	11-5626	\$29,055.53	\$0.00	\$0.00	\$0.00	\$0.00		
			Interest	Interest Income	11-5815	\$0.00	\$0.00	\$0.00	\$21.63	\$21.63		
			Other Rev. Sources/Trans	Development Security Escrow	11-5900	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
				Transfer From General Fund	11-5930	\$186,012.48	\$159,349.50	\$141,244.98	\$125,632.50	-\$15,612.48	-11.05%	
				Transfer from Other Funds	11-5931	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
		Parks Revenue Total					\$236,876.79	\$256,422.22	\$273,602.66	\$265,170.59	-\$8,432.07	-3.08%
		Parks Expenses	Park Maintenance	Personnel Services			\$143,916.64	\$139,278.64	\$130,682.44	\$133,496.53	\$2,814.09	2.15%
					\$26,537.39	\$32,719.07	\$25,449.66	\$32,241.60	\$6,791.94	26.69%		
Contractual Services					\$13,395.79	\$18,126.23	\$30,388.45	\$24,958.53	-\$5,429.92	-17.87%		
					\$35,089.28	\$30,648.35	\$29,952.94	\$30,496.58	\$543.64	1.81%		
Capital Outlay					\$35,393.00	\$0.00	\$1,704.00	\$0.00	-\$1,704.00	-100.00%		
Capital Projects				\$83,204.66	\$19,572.68	\$751.41	\$1,960.01	\$1,208.60	160.84%			
Parks Expenses Total					\$337,536.76	\$240,344.97	\$218,928.90	\$223,153.25	\$4,224.35	1.93%		
Expenses Less Capital Projects					\$254,332.10	\$220,772.29	\$218,177.49	\$221,193.24	\$3,015.75	1.38%		

Total Variances	(Capital Projects removed from Expenses)	-\$17,455.31	\$35,649.93	\$55,425.17	\$43,977.35	-\$11,447.82	-20.65%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	22.63%	50.04%	68.83%	71.36%	2.53%	3.68%

Fund	Parks - 11									
Rev./Exp.	(All)									
Title	Division	Section	Account Name	Account #	2011	2012	2013	2014	Variance	% of Change
Parks Revenue	Detailed Revenue	Other Rev. Sources/Trans	Transfer From General Fund	11-5930	\$186,012.48	\$159,349.50	\$141,244.98	\$125,632.50	-\$15,612.48	-11.05%
Parks Expenses	Park Maintenance	Other Charges	Office Facilities & Services	11-6-1125-0430	\$29,610.48	\$26,775.00	\$25,867.50	\$25,650.00	-\$217.50	-0.84%

Attachment: Parks Financials (1487 : Month & YTD Financial Report)

HPR Financial Tracking
 ODP - Fund 13
 Year-to-Date Figures

Fund		ODP - 13								
Rev./Exp.		(All)								
Title	Division	Section	Account Name	Account #	2011	2012	2013	2014	Variance	% of Change
▣ ODP Revenue	▣ Detailed Revenue	▣ Charges for Service	▣ Concessions Aquatic Center	13-5334	\$0.00	\$0.00	\$0.00	\$40.00	\$40.00	
			▣ Lifeguard Uniform Revenue	13-5337	\$0.00	\$0.00	\$0.00	\$320.00	\$320.00	
			▣ Pool Season Passes	13-5336	\$21,550.00	\$26,520.00	\$22,343.00	\$21,981.00	-\$362.00	-1.62%
			▣ Swimming Pool Use Fee	13-5333	\$41,734.80	\$38,627.00	\$26,754.00	\$24,617.05	-\$2,136.95	-7.99%
	▣ Misc. Income	▣ Miscellaneous	13-5510	\$27,000.50	\$778.00	\$5.00	\$1,692.50	\$1,687.50	33750.00%	
		▣ Donations	13-5537	\$0.00	\$500.00	\$500.00	\$0.00	-\$500.00	-100.00%	
		▣ Taxable Miscellaneous	13-5509	\$14,906.05	\$14,743.15	\$10,931.31	\$11,027.04	\$95.73	0.88%	
	▣ Interest	▣ Interest Income	13-5815	\$193.38	\$188.01	\$241.55	\$197.89	-\$43.66	-18.07%	
		▣ Other Rev. Sources/Trans	▣ Transfer from Other Funds	13-5931	\$20,943.96	\$16,297.50	\$16,632.48	\$11,547.48	-\$5,085.00	-30.57%
ODP Revenue Total					\$126,328.69	\$97,653.66	\$77,407.34	\$71,422.96	-\$5,984.38	-7.73%
▣ ODP Expenses	▣ Aquatics Center	▣ Personnel Services			\$27,549.50	\$28,289.66	\$19,719.48	\$24,602.42	\$4,882.94	24.76%
		▣ Contractual Services			\$19,964.92	\$15,136.31	\$28,063.45	\$12,974.62	-\$15,088.83	-53.77%
		▣ Commodities			\$18,284.80	\$8,722.36	\$17,851.24	\$10,801.46	-\$7,049.78	-39.49%
		▣ Other Charges			\$26,694.82	\$22,215.83	\$23,111.37	\$19,245.09	-\$3,866.28	-16.73%
		▣ Capital Outlay			\$0.00	\$0.00	\$4,050.00	\$0.00	-\$4,050.00	-100.00%
		▣ Depreciation			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	▣ Capital Projects			\$11,900.00	\$0.00	\$0.00	\$0.00	\$0.00		
ODP Expenses Total					\$104,394.04	\$74,364.16	\$92,795.54	\$67,623.59	-\$25,171.95	-27.13%
Expenses Less Capital Projects					\$92,494.04	\$74,364.16	\$92,795.54	\$67,623.59	-\$25,171.95	-27.13%

Total Variances	(Capital Projects removed from Expenses)	\$33,834.65	\$23,289.50	-\$15,388.20	\$3,799.37	\$19,187.57	-124.69%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	153.92%	150.75%	84.41%	119.06%	34.66%	41.06%

Fund		ODP - 13								
Rev./Exp.		(All)								
Title	Division	Section	Account Name	Account #	2011	2012	2013	2014	Variance	% of Change
ODP Revenue	Detailed Revenue	Other Rev. Sources/Trans	Transfer from Other Funds	13-5931	\$20,943.96	\$16,297.50	\$16,632.48	\$11,547.48	-\$5,085.00	-30.57%
ODP Expenses	Aquatics Center	Other Charges	Office Facilities & Services	13-6-1124-0430	\$24,028.50	\$20,394.96	\$20,792.52	\$17,335.02	-\$3,457.50	-16.63%

Attachment: ODP Financials (1487 : Month & YTD Financial Report)

HPR Financial Tracking
HCC - Fund 15
Year-to-Date Figures

Fund		HCC - 15								
Rev./Exp.		(All)								
Title	Division	Section	Account Name	Account #	2011	2012	2013	2014	Variance	% of Change
HCC Revenue	Detailed Revenue	Charges for Service	Alcohol Application Fees	15-5358	\$25.00	\$100.00	\$8.00	\$0.00	-\$8.00	-100.00%
			Annual Memberships	15-5351	\$256,167.07	\$251,591.98	\$276,528.14	\$298,137.26	\$21,609.12	7.81%
			Office Facilities & Services	15-5331	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Daily Passes	15-5350	\$27,321.50	\$26,939.50	\$34,861.00	\$31,377.00	-\$3,484.00	-9.99%
			Overtime Fees	15-5356	\$623.25	\$807.00	\$576.50	\$334.50	-\$242.00	-41.98%
			Room Rental	15-5354	\$15,601.50	\$22,185.00	\$23,023.10	\$22,468.50	-\$554.60	-2.41%
			Senior Rent	15-5352	\$3,281.25	\$3,307.50	\$3,307.50	\$3,445.30	\$137.80	4.17%
			Special Events	15-5355	\$85.00	\$2,981.00	\$1,800.00	\$1,730.00	-\$70.00	-3.89%
			Swim Team Rent	15-5353	\$2,885.90	\$8,450.00	\$5,997.50	\$3,110.00	-\$2,887.50	-48.15%
			Tot Watch Fees	15-5359	\$2,238.00	\$2,047.40	\$1,684.00	\$2,202.00	\$518.00	30.76%
			Vending Fees	15-5357	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Recreational Programs		3 on 3 Basketball	15-5415	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Coed Softball	15-5413	\$4,333.44	\$3,033.38	-\$47.73	\$0.00	\$47.73	-100.00%
			Coed Volleyball	15-5411	\$3,325.00	\$4,505.00	\$4,200.00	\$3,325.00	-\$875.00	-20.83%
			Dodgeball	15-5419	\$1,500.00	\$1,500.00	\$1,422.00	\$300.00	-\$1,122.00	-78.90%
			Dog Obedience	15-5401	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Fitness Classes	15-5421	\$9,673.04	\$13,122.71	\$13,868.67	\$15,740.00	\$1,871.33	13.49%
			Lifeguard Training	15-5425	\$4,286.00	\$2,500.00	\$2,190.00	\$2,815.23	\$625.23	28.55%
			Men's 5 on 5 Basketball	15-5417	\$1,000.00	\$2,500.00	\$0.00	\$3,250.00	\$3,250.00	
			Men's Softball	15-5414	\$4,225.00	\$2,166.70	\$1,300.00	\$0.00	-\$1,300.00	-100.00%
			Misc. Recreation Programs	15-5418	\$46,953.40	\$50,582.92	\$43,183.44	\$38,508.62	-\$4,674.82	-10.83%
			Sand Volleyball	15-5412	\$300.00	\$360.00	\$80.00	\$0.00	-\$80.00	-100.00%
			Swim Lessons	15-5423	\$4,886.70	\$5,035.67	\$7,305.00	\$6,101.41	-\$1,203.59	-16.48%
			Swim Team	15-5426	\$1,004.10	\$168.18	\$3,845.00	\$1,956.94	-\$1,888.06	-49.10%
			Water Aerobics	15-5422	\$1,572.78	\$1,371.50	\$1,575.44	\$1,126.00	-\$449.44	-28.53%
			Women's Volleyball	15-5420	\$3,500.00	\$2,625.00	\$1,955.00	\$2,858.32	\$903.32	46.21%
			WSI (Water Safety Instruction)	15-5424	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Youth Golf Lessons	15-5405	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Misc. Income		Activation Fee	15-5524	\$7,380.00	\$6,210.00	\$8,320.00	\$7,920.00	-\$400.00	-4.81%
			Miscellaneous	15-5510	\$2,904.00	\$4,221.67	\$1,469.00	\$4,428.72	\$2,959.72	201.48%
			Cancellation Fee	15-5522	\$3,537.14	\$75.00	\$650.00	-\$225.00	-\$875.00	-134.62%
			Donations	15-5537	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Massage Therapist	15-5523	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			On-Site Sales Commission	15-5519	\$1,206.68	\$896.66	\$1,004.70	\$1,174.13	\$169.43	16.86%
			Personal Trainer	15-5521	\$2,475.00	\$16,728.00	\$31,125.00	\$20,297.00	-\$10,828.00	-34.79%
			Preferred Vendors	15-5515	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Short & Over	15-5516	\$56.53	\$115.01	\$29.59	\$60.66	\$31.07	105.00%
			Sponsors	15-5520	\$600.00	\$425.00	\$0.00	\$0.00	\$0.00	
			Taxable Misc.	15-5509	\$728.44	\$647.29	\$226.95	\$1,099.78	\$872.83	384.59%

Attachment: HCC Financials (1487 : Month & YTD Financial Report)

HPR Financial Tracking
 HCC - Fund 15
 Year-to-Date Figures

HCC Revenue	Detailed Revenue	Intergovernmental	Grants & Entitlements	15-5626	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Interest	Interest Income	15-5815	\$23.05	\$405.70	\$841.46	\$272.87	-\$568.59	-67.57%
			Interest Income (Bond)	15-5825	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Other Rev. Sources/Trans	Transfer from Other Funds	15-5931	\$72,616.50	\$61,200.48	\$60,499.98	\$89,250.00	\$28,750.02	47.52%
HCC Revenue Total					\$486,540.27	\$498,805.25	\$532,829.24	\$563,064.24	\$30,235.00	5.67%
HCC Expense	Administration				\$217,528.00	\$220,463.06	\$255,138.41	\$243,675.17	-\$11,463.24	-4.49%
	Aquatics Center				\$53,313.62	\$90,737.45	\$82,424.46	\$67,037.04	-\$15,387.42	-18.67%
	Recreation Programs				\$114,598.90	\$102,407.77	\$117,272.65	\$100,328.45	-\$16,944.20	-14.45%
	Building & Grounds				\$173,602.60	\$193,673.62	\$252,496.10	\$227,668.63	-\$24,827.47	-9.83%
	Capital Projects				\$0.00	\$125,345.21	\$0.00	\$0.00	\$0.00	
HCC Expense Total					\$559,043.12	\$732,627.11	\$707,331.62	\$638,709.29	-\$68,622.33	-9.70%
Expenses Less Capital Projects					\$559,043.12	\$607,281.90	\$707,331.62	\$638,709.29	-\$68,622.33	-9.70%

Total Variances	(Capital Projects removed from Expenses)	-\$72,502.85	-\$108,476.65	-\$174,502.38	-\$75,645.05	\$98,857.33	-56.65%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	87.16%	82.52%	74.77%	82.49%	7.72%	10.33%

Fund	HCC - 15									
Rev./Exp.	(All)									
Title	Division	Section	Account Name	Account #	2011	2012	2013	2014	Variance	% of Change
☐ HCC Revenue	☐ Detailed Revenue	☐ Other Rev. Sources/Trans	☐ Transfer from Other Funds	15-5931	\$72,616.50	\$61,200.48	\$60,499.98	\$89,250.00	\$28,750.02	47.52%
☐ HCC Expense	☐ Administration	☐ Other Charges	☐ Office Facilities & Services	15-6-0103-0430	\$84,157.50	\$76,969.98	\$75,625.02	\$64,352.52	-\$11,272.50	-14.91%

Attachment: HCC Financials (1487 : Month & YTD Financial Report)