



**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
DECEMBER 9, 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 - November 11, 2014**
- V. Parks and Recreation Department**
 - 1. Director Report - Month End Report**
 - 2. HCC Membership Report**
 - 3. Month & YTD Financial Report**
- VI. Other Business**
 - 1. Mark Twain Street & South Street Vacation**
- VII. Adjourn to Executive Session**
- VIII. Adjourn from Regular Session**
- IX. Action Items**

Posted on City Hall Bulletin Board this 5th day of December

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



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: December 5, 2014
SUBJECT: Park Board Minutes - November 11, 2014

Type of Item: *Approval*

1. Action Item (ID # 1673)

Park Board Minutes - November 11, 2014

Attachments:

November 11, 2014 (PDF)

**HARRISONVILLE PARK BOARD MINUTES
HARRISONVILLE COMMUNITY CENTER
November 11, 2014
6:00 P.M.**

CALL TO ORDER: The regularly scheduled meeting of the Harrisonville Park Board was called to order at 6:04 p.m. by Chairman Brent Caruthers.

MEMBERS PRESENT: David Atkinson, Julie Weedman, Chairman Brent Caruthers, Cathy Faris, Ed Roberts, Don Allen, Martin Parks, and Phil Rogers

ABSENT: Clint Miller

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

PUBLIC PARTICIPATION: NONE

CEREMONIAL MATTERS: NONE

APPROVAL OF MINUTES: Chairman Brent Caruthers asked for a motion to approve the minutes from the August 26, 2014 regular session.

Mr. Atkinson moved to approve the minutes of the August 26, 2014 Park Board meeting as written. The motion was seconded by Ms. Faris and approved unanimously by a voice vote of those present, 8-0.

DIRECTOR'S REPORT:

Director Deal stated that the recent Golf Tournament was a success, there were close to a dozen teams with 27 sponsors. Director Deal also stated that this year's Haunted Hayrides were successful as well with over double the number of paid riders over the prior year's event.

Superintendent Hershberger echoed what Director Deal stated in regards to this years Haunted Hayrides as being such a success and added to that stating that the annual Pumpkin Painting held at the North Park Building also had a great turnout with over 100 children registered.

Director Deal stated that the indoor pool's roof has developed a leak onto the side wall of the natatorium. Director Deal stated that the roof is still within 5 years of its warranty and that the warranty company has been contacted regarding the leak. Director Deal stated that a roofing company was called to assess the leak as well. Director Deal will continue to keep the Park Board up to date regarding this issue.

HCC & ODP MEMBERSHIP REPORT:

Superintendent Hershberger shared some highlights in regards to this year's Holiday Craft Show coming up in December. As in year's past the Holiday Craft Show will feature many vendors selling a variety of items, as well have feature Santa and Mrs. Claus there to take photos with kids and families. There will also be local choirs there as well as a local dance troop to provide entertainment throughout the day.

Superintendent Hershberger stated that the Youth Basketball Program has increased in registration as compared to last year. Superintendent Hershberger stated that at this time we also have 12 sponsors for this program, with more anticipated.

Superintendent Hershberger stated that we will be hosting a Holiday Open House at HCC on Saturday, December 13th to promote our annual membership drive and allow visitors to visit the facility for free. There will also be holiday treats & raffles throughout the day.

MONTH & YTD FINANCIAL REPORT:

Director Deal read from the memo regarding the year-end budget adjustment for the Community Center. Director Deal stated that there have been a few changes to specific line items that required a year -end budget adjustment.

Director Deal stated that revenue for memberships has increased as compared to last year. Director Deal stated that unfortunately, however some of the recreation programs have decreased in revenue as compared to last year.

Director Deal stated that the indoor pool repair cost totaled \$42,000.00, which was higher than anticipated due to the expense of opening five (5) different holes in the pool deck in order to cap off the brass pipe and well as the installation of the new pipe in the guttering.

Director Deal stated that staff is requesting Park Board approval of the budget adjustment to be funded from the Community Center Fund Balance.

Mr. Atkinson moved to make a motion to approve the year-end budget adjustment for 2014 as presented. The motion was seconded by Mr. Allen and approved unanimously by a voice vote of those present, 8-0.

Director Deal stated that staff is also requesting Park Board approval of a transfer from the Park Fund to the Community Center Fund to offset salary expenses incurred from 2013.

Mr. Atkinson moved to make a motion to approve the transfer of money from the Park Fund to the Community Center Fund. The motion was seconded by Ms. Faris and approved unanimously by a voice vote of those present, 8-0.

OTHER BUSINESS:

Director Deal then discussed the current wording on the "2014 Citizen Survey" regarding a potential Parks tax ballot question. Director Deal asked if the Park Board had any comments or questions regarding the current wording. It was agreed to review the question presented on the survey and to make any suggestions via e-mail. Mr. Moody stated that revisions could be made to the survey question once a consensus has been reached.

Mr. Atkinson asked if we would be receiving a financial statement from the Heartland Truman Foundation regarding the balance in our foundation account. Director Deal stated that we could request to have an annual statement sent.

Mr. Moody shared information about this year's Annual Mayor's Christmas Tree Lighting ceremony that will be held on Saturday, December 6th at 5:30pm.

ADJOURN

A motion to adjourn the meeting of the Park Board was made by Mr. Roberts, seconded by Ms. Faris and approved unanimously by a voice vote of those present, 8-0. The meeting adjourned at 7:06p.m. The next meeting is scheduled for December 9, 2014 at 6:00pm.

Brent Caruthers, Park Board Chairman

ATTEST"

Amy Fuller, Park Board Secretary

APPROVED, by the Park Board on this 9th day of December, 2014.

Attachment: November 11, 2014 (1673 : Park Board Minutes - November 11, 2014)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: December 5, 2014
SUBJECT: Director Report - Month End Report

Type of Item: *Report*

1. Discussion Item (ID # 1674)

Director Report - Month End Report

Attachments:

Nov. 2014 Monthly Report (PDF)

**November
2014**

Monthly Report – Harrisonville Parks & Recreation

Membership Statistics:

- **Total HCC Memberships** = 2,217 (Up 6% from this time last year)
- **Total Number of HCC Members** = **4,261** (Up 6% from this time last year, which equates to a total of 257 more members)
- **Total Monthly Visits (HCC)** = 8,408
- **Most Popular Day (HCC)** = Monday, Nov. 24th (440 Visits)
- **Family Memberships:**
 - o Family Memberships continue to remain strong with 696 Family Memberships equating to a 6.42% increase over this time last year or 42 additional family memberships
- **HCC Membership:**
 - o **Total Members** for the Community Center **remains strong going into our December Membership Drive with 4,261 members!**

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

- **Membership Revenue** = \$513,593.78 (Up 4.67%, \$22,914.94 from 2013)
- **Tot Watch** = \$3,462.50 (Up 15.61%, \$467.50 from 2013)
- **Fitness Classes** = \$25,762.19 (Up 2.50%, \$627.94 from 2013)
- **Rec Programs** = \$89,170.37 (Up 14.46%, \$11,268.19 from 2013)
- **Community Center Fund under spent this month in the following program areas:**
 - o Administration - ↓ \$39,489.14 (8.77% decrease from 2013)
 - o Recreation Programs - ↓ \$44,589.82 (18.52% decrease from 2013)
 - o Buildings & Grounds - ↓ \$18,026.74 (3.86% decrease from 2013)
- **This equates to an overall decrease in expenditures from this time last year of 4.32% or \$55,212.08**
- **Community Center revenue as a whole also continues to be up 9.76% (\$92,691.98) from this time last year**
- **Cost Recovery for Community Center** = 74.08%
 - o 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:

- Worked on promotions for the Annual HCC Membership Drive
- Created and ran half-page full color ad in the Cass County Shopper & Democrat and the Pleasant Hill Times to promote the Annual December Community Center Membership Drive
- Created and mailed letters to all HCC members regarding the 2015 membership rate increase as well as informing them on recent & upcoming facility upgrades and ways to stay informed of all the programs, classes, special events, etc. that HPR has to offer
- Created flyers for Holiday Craft Show on Sat., Dec. 6th, Zumba Holiday Dance Party on Wed., Dec. 17th & a Youth Basketball Referee Application
- Updated lobby power point to include info. about our search for Youth Basketball referees, Holiday Craft Show & Zumba Holiday Dance Party

November
2014

Monthly Report – Harrisonville Parks & Recreation

- Created high-quality December 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 & the internal employee newsletter
- Continued to share info. about programs with our community partners, including the Harrisonville Public Library, Chamber of Commerce and the Harrisonville Public Schools
- Continued to utilize Facebook on a daily basis (**currently with 1,484 followers & growing each day!**) & Twitter to inform our community about our programs and activities

Fitness

Staff spent time reviewing the treadmill bids and laying down additional mats in the upstairs free weight area. Additional items to report:

- Personal Training Revenue: \$2,310.00
- Group Fitness Revenue for first half of Fall Session II (Nov. 10th – Dec. 21st) : \$2,363.90
- Total # of Group Fitness classes: 27
- Total # of Group Fitness Registrants: 295
- Youth Fitness Orientations Completed: 4
- Complimentary Fitness Orientations Completed: 4

Parks

Staff spent hanging Christmas lights around the outdoor pool and parks & putting up the Mayor's Christmas tree on the square. Staff also spent time:

- Cleaning up debris on the trails
- Changing oil & performing maintenance on equipment
- Replacing starter on 331 Kubota
- Replacing knives & roller on boom mower

Community Center Maintenance

HCC staff spent time working on pool roof issues; speaking with architect who designed the building and taking photos of the area. Staff also spent time on:

- Outdoor pool winter maintenance items
- HVAC quarterly maintenance follow up
- Repairs to fitness equipment
- Installing new strobe light in Fitness Studio for Zumba classes

Recreation

Staff spent time preparing for our upcoming Holiday Craft Show (Sat., Dec. 6th). Other items to report:

- Youth Basketball (K-8th) program work, including dividing registrants into teams, recruiting coaches, referees and sponsors, ordering supplies and working on practice and game schedules
 - o 182 Registrants (**24 more than last year!**)
 - o 24 basketball teams

**November
2014**

Monthly Report – Harrisonville Parks & Recreation

- o 17 Sponsorships Received in the first year seeking sponsors for this program
- Continuing to register vendors for upcoming Holiday Craft Show to be held on Sat., Dec. 6th
 - o 25 vendors registered to date
 - o Entertainment scheduled from McEowen Elementary School Choir, Connie White's Dance Studio & Keys to the Music
 - o Santa & Mrs. Claus will also visit for a special photo op with the kids from 11am-2pm
- Conducting interviews for additional recreation attendant staff members
- Completing winterization & cleanup of all concession stands

Aquatics

Staff spent time training and hiring new guards to cover morning & daytime hours:
Staff also spent time on:

- Working with the Harrisonville and Ray-Pec swim teams on mock swim meets & practices
- Making a closing duties cleaning checklist for lifeguards
- Ordering pool chemicals and balancing the water chemistry
- Due to staff shortages in early morning and afternoons, aquatics supervisor has been lifeguarding and teaching swim lessons frequently
- Holding lifeguard in-service training
- Updating staff policy on cleaning blood or fecal accidents in the pool

Membership

Staff spent time preparing for the December HCC Promotional Drive:

- Ran Nov. Membership Installment Billings – total billed amount \$29,022.03
- Renewed Nov. monthly installment memberships: 41 total
- Received October's SilverSneakers Fitness Membership Payment: \$3,190.50
- Invoiced Corporate Accounts (CITY, CASGV, HSD, CRMC & QuikTrip) for Monthly Memberships: \$6,833.22
- Invoiced Nov. "Group Visits" - Organizations (Aaron's House, Grand River Residential, Heritage Residential, SERC): \$180.00
- Completed Building Rentals at HCC & All Parks Facilities – 169 reservations, amount collected: \$5,647.25



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: December 5, 2014
SUBJECT: HCC Membership Report

Type of Item: *Report*

2. Discussion Item (ID # 1675)

HCC Membership Report

Attachments:

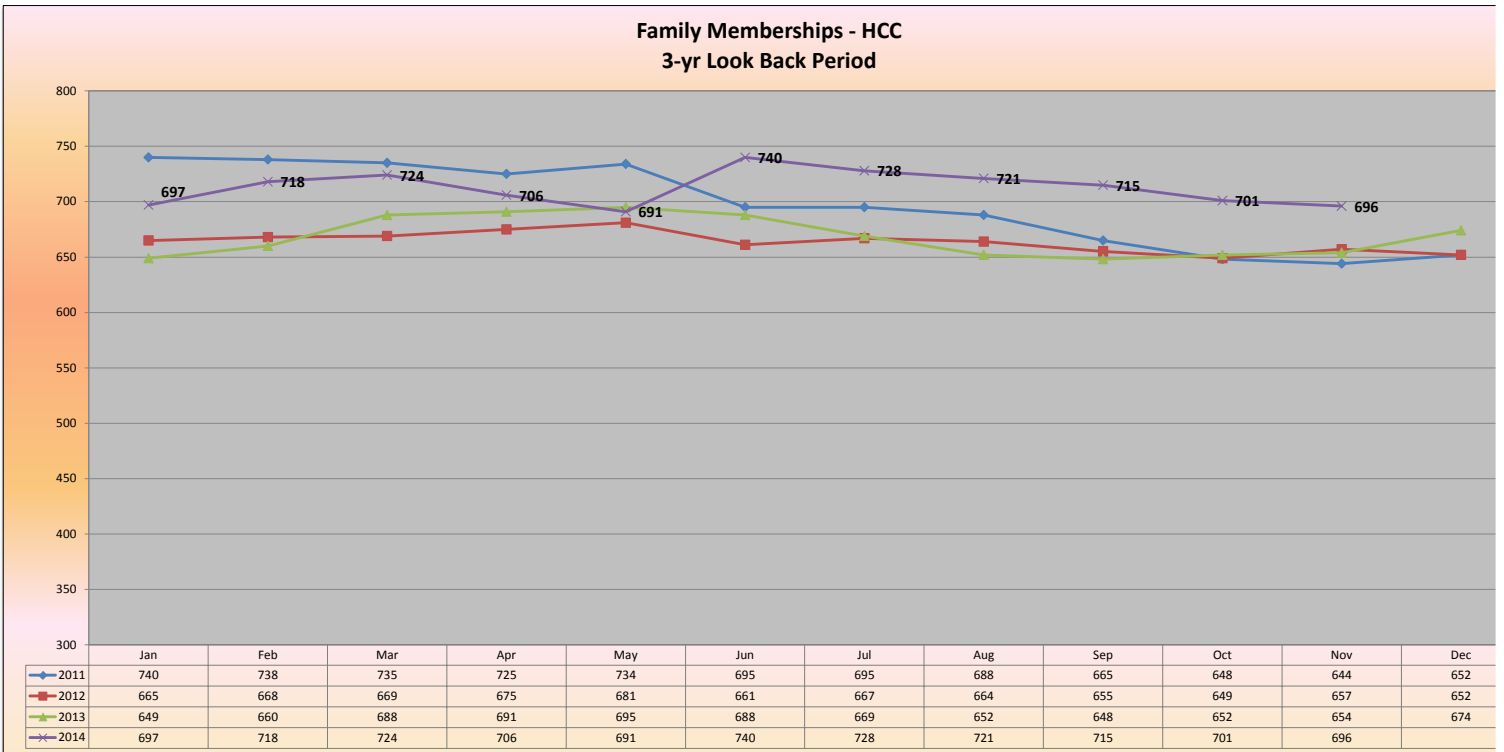
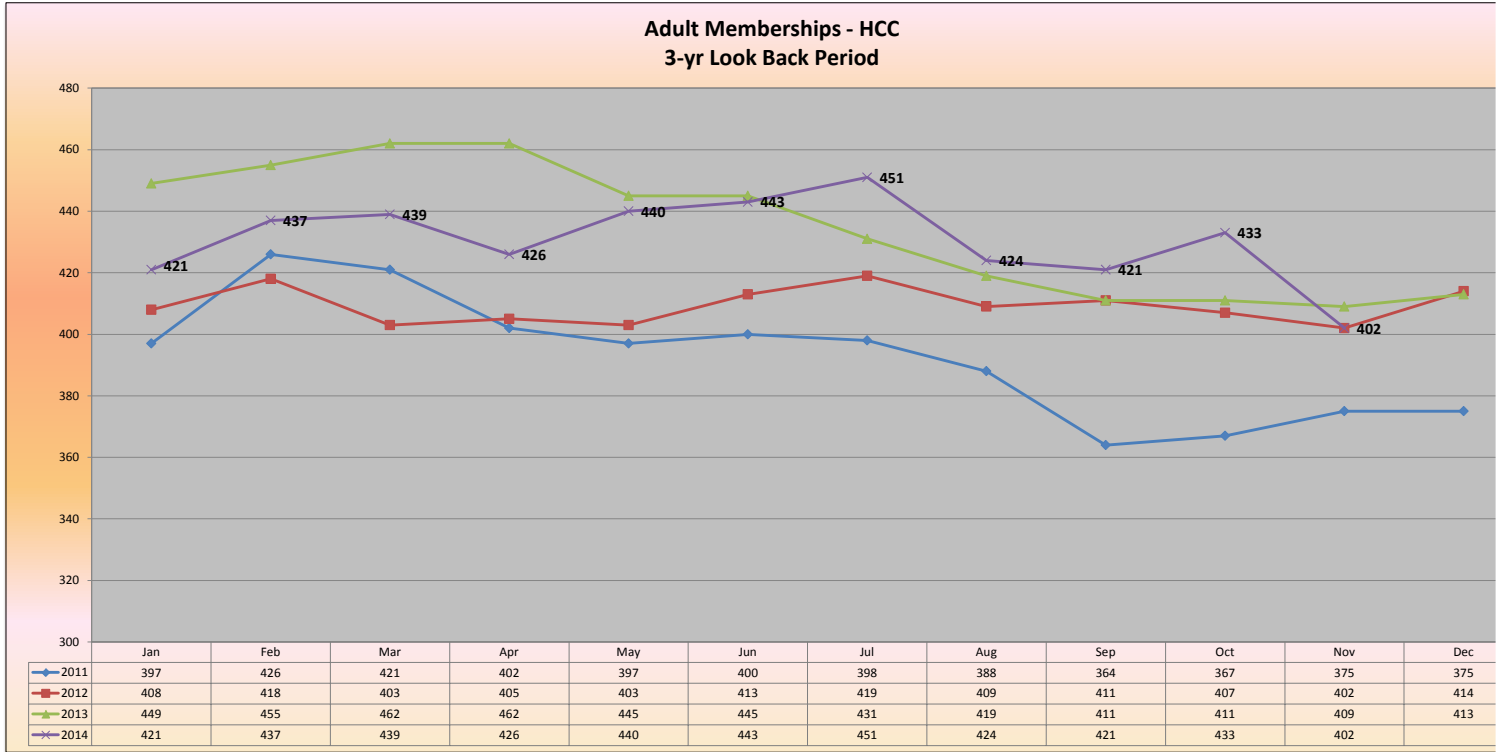
Membership Statistics - Chart(PDF)

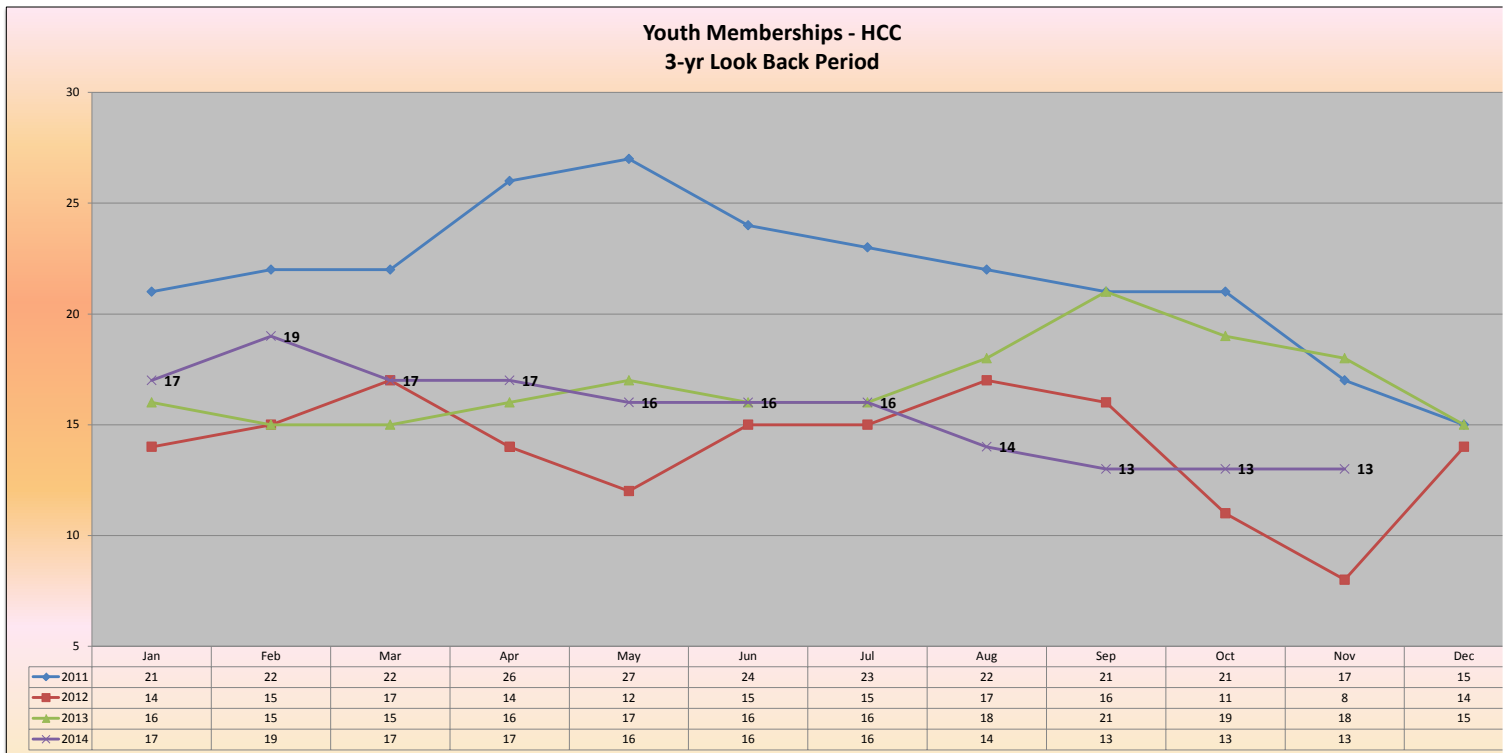
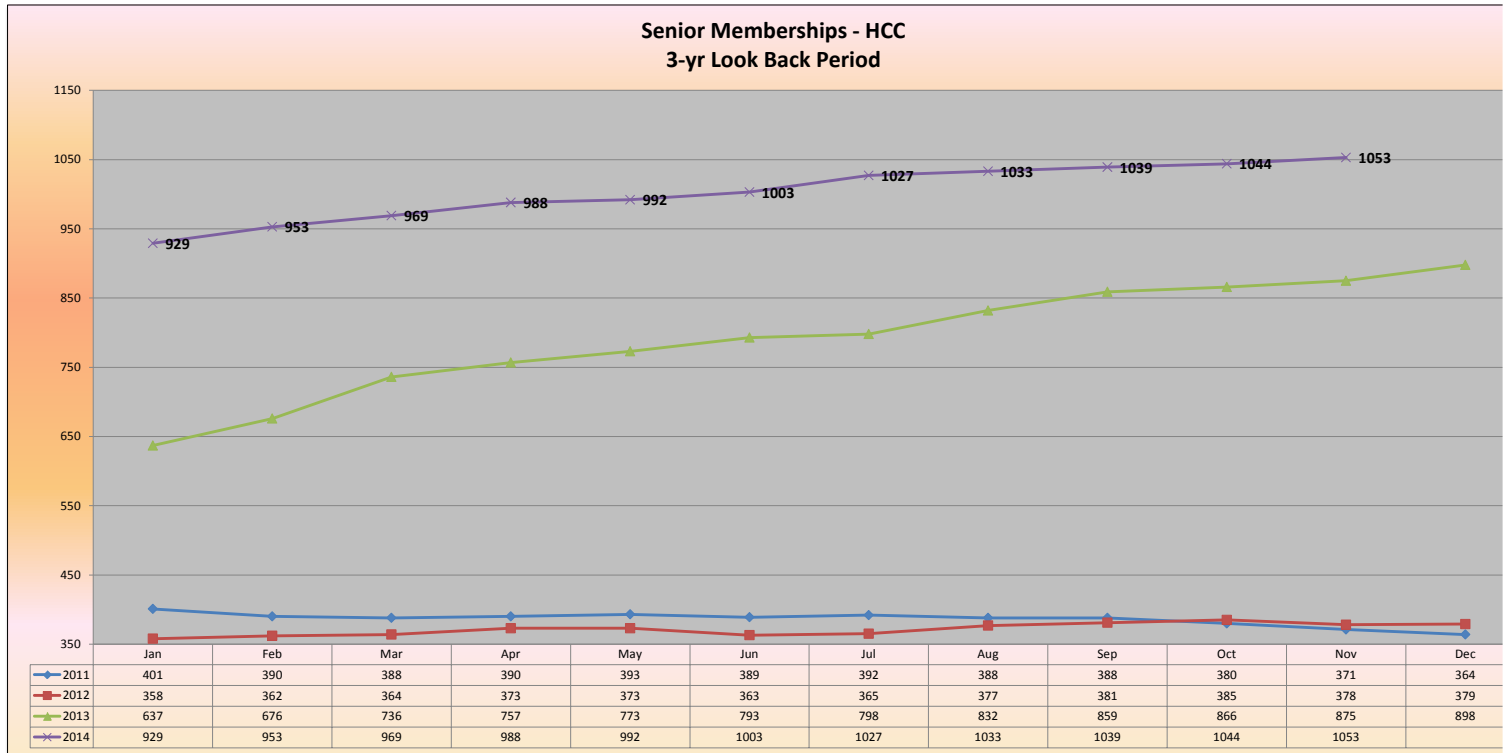
HCC Membership Statistics - Graphs(PDF)

HPR Membership Tracking
3-Year Period
Park Board Meeting: December 9, 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%
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	421	30	5	728	137	15	1	43	229	0	119	679	1	59	0	4440	725
% Difference/yr	6.31%	-14.29%	0.00%	8.82%	-3.52%	7.14%	-50.00%	53.57%	6.51%	0.00%	6.25%	44.16%	0.00%	13.46%	-100.00%	11.33%	-14.91%
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	399	25	5	721	137	14	0	43	223	2	121	687	1	59	0	4363	725
% Difference/yr	2.84%	-19.35%	0.00%	10.58%	-3.52%	-12.50%	-100.00%	53.57%	0.90%	-33.33%	8.04%	38.51%	0.00%	9.26%	-100.00%	10.37%	-2.95%
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	396	25	5	715	137	13	0	43	220	3	116	700	0	58	0	4327	725
% Difference/yr	2.86%	-3.85%	0.00%	10.34%	0.00%	-31.58%	-100.00%	0.00%	-2.22%	0.00%	0.87%	35.66%	0.00%	20.83%	0.00%	9.13%	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	407	26	0	701	0	13	0	0	215	3	114	712	0	56	0	4293	0
% Difference/yr	5.44%	4.00%	0.00%	7.52%	0.00%	-31.58%	0.00%	0.00%	-1.38%	0.00%	0.00%	34.09%	0.00%	16.67%	0.00%	8.16%	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	379	23	0	696	0	13	0	0	218	1	116	718	0	53	0	4261	0
% Difference/yr	-1.30%	-8.00%	0.00%	6.42%	0.00%	-27.78%	0.00%	0.00%	-1.80%	0.00%	5.45%	32.47%	0.00%	8.16%	0.00%	6.42%	0.00%
% Diff. Prev. Mo.																	
2012	-1.32%	0.00%	0.00%	1.23%	0.00%	-20.00%	-100.00%	0.00%	-1.95%	-100.00%	0.80%	0.00%	0.00%	-2.22%	0.00%	0.09%	0.00%
2013	-0.52%	0.00%	0.00%	0.31%	0.00%	-5.26%	0.00%	0.00%	1.83%	-66.67%	-3.51%	2.07%	0.00%	2.08%	0.00%	0.88%	0.00%
2014	-6.88%	-11.54%	0.00%	-0.71%	0.00%	0.00%	0.00%	0.00%	1.40%	-66.67%	1.75%	0.84%	0.00%	-5.36%	0.00%	-0.75%	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																	

Attachment: Membership Statistics - Chart (1675 : HCC Membership Report)







TO: Park Board
FROM: Chris Deal, Parks Director
DATE: December 5, 2014
SUBJECT: Month & YTD Financial Report

Type of Item: *Report*

Discussion Item (ID # 1676)

Month & YTD Financial Report

Attachments:

Revenue vs. Expenditures (PDF)

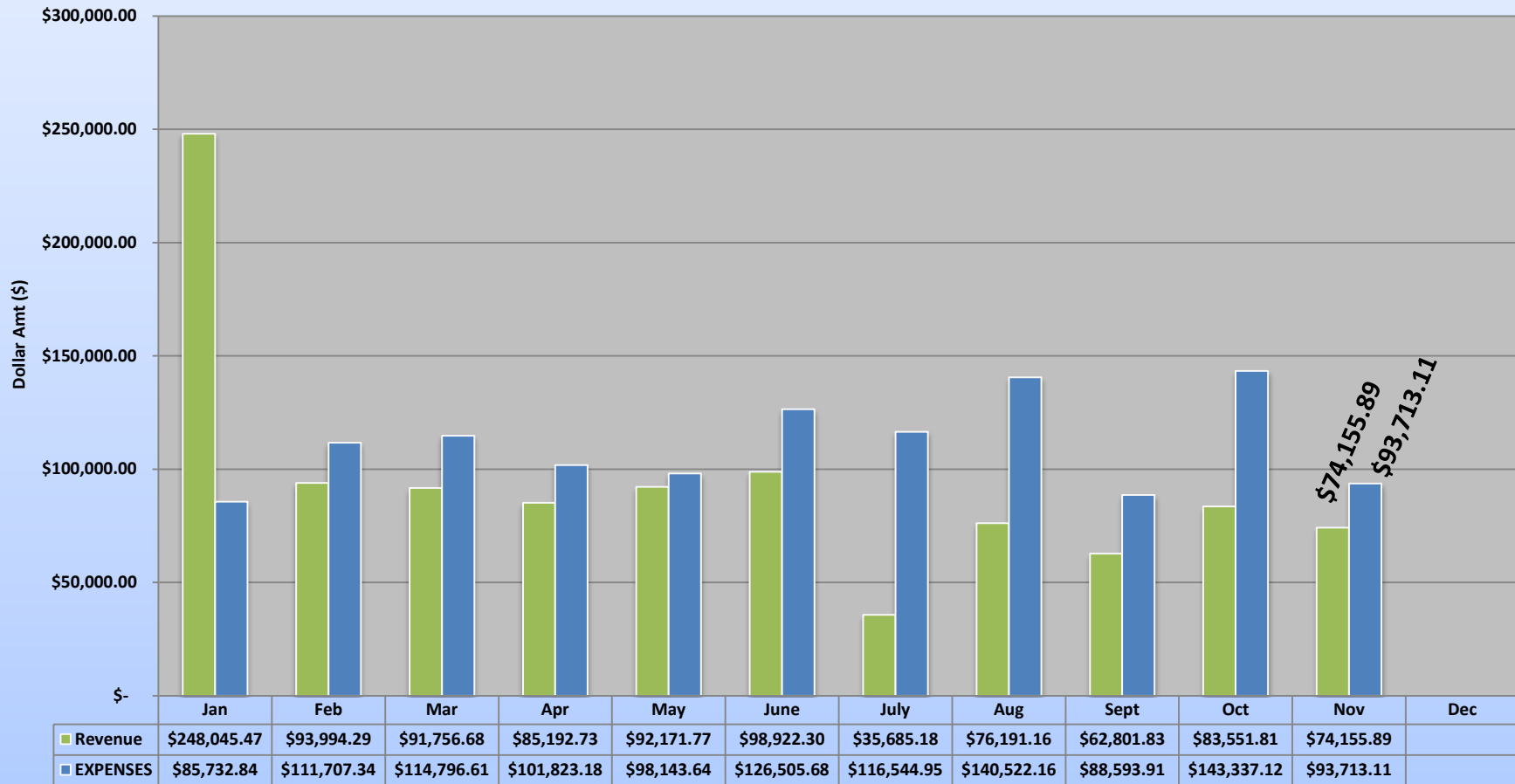
Utilities (PDF)

Parks Financials (PDF)

ODP Financials (PDF)

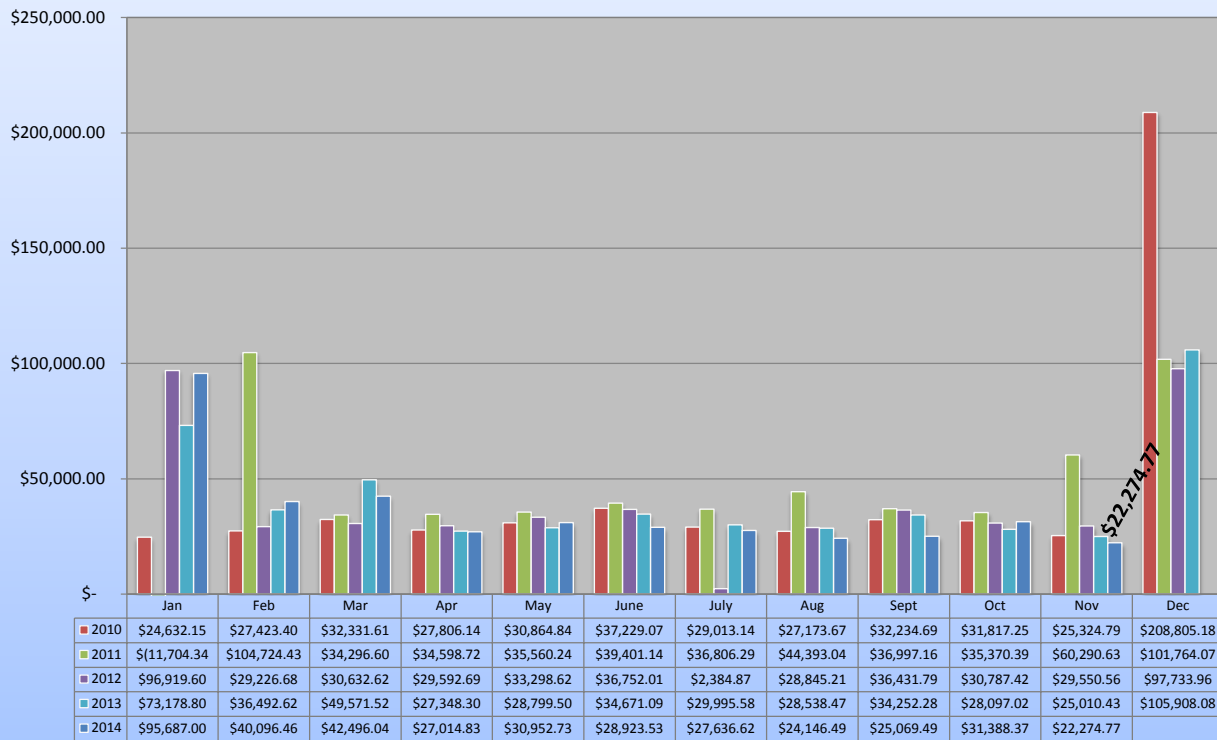
HCC Financials (PDF)

Revenue Vs. Expenditures (HCC)
By Month-2014

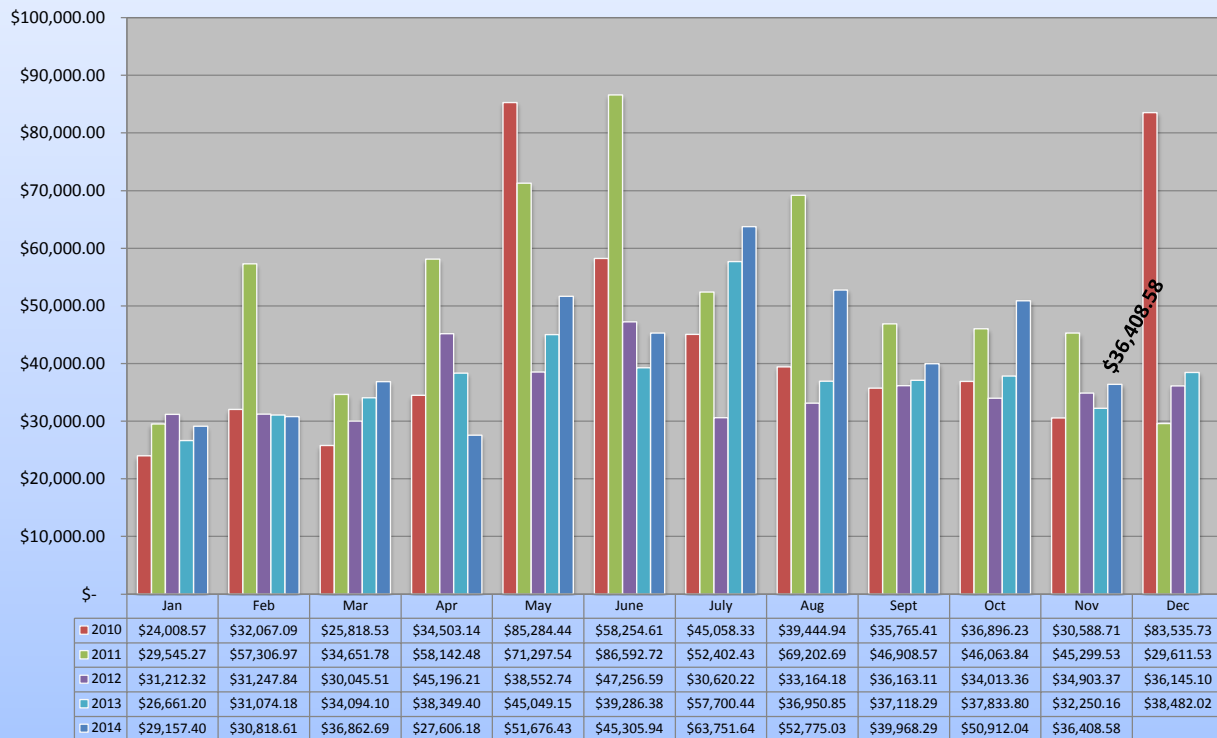


Attachment: Revenue vs. Expenditures (1676 : Month & YTD Financial Report)

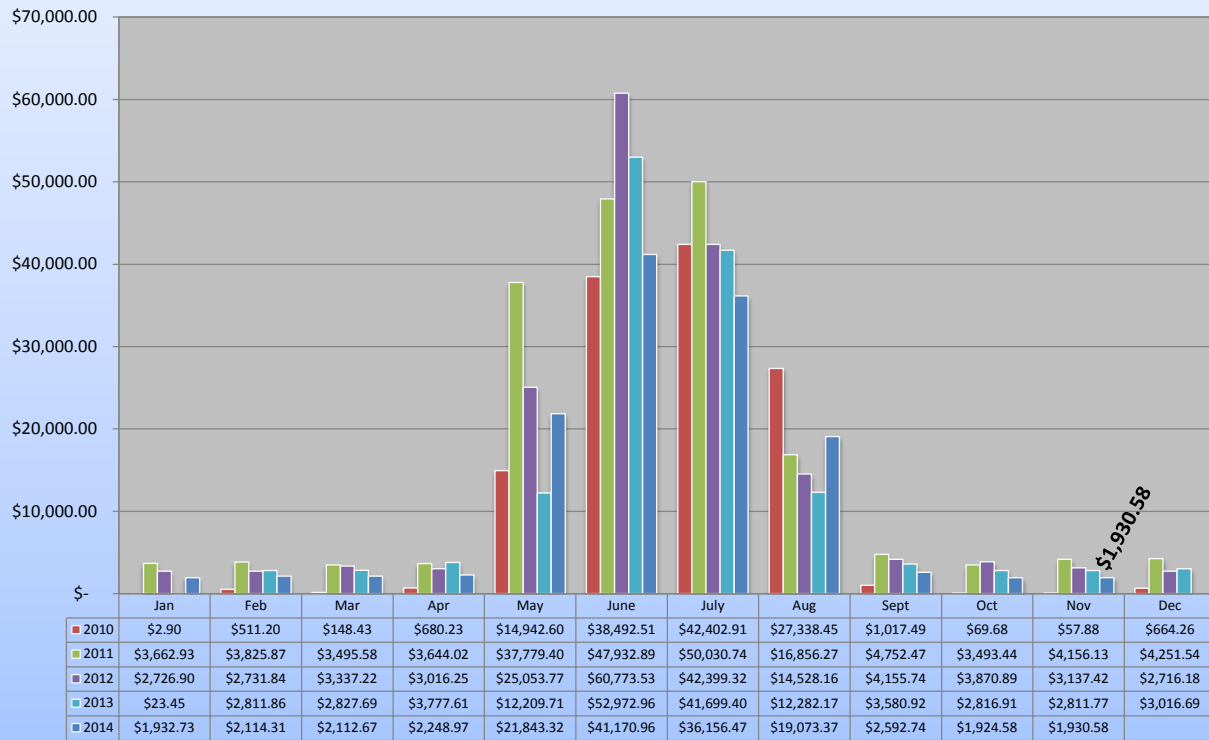
Revenue Over Time - Fund 11 (Parks)



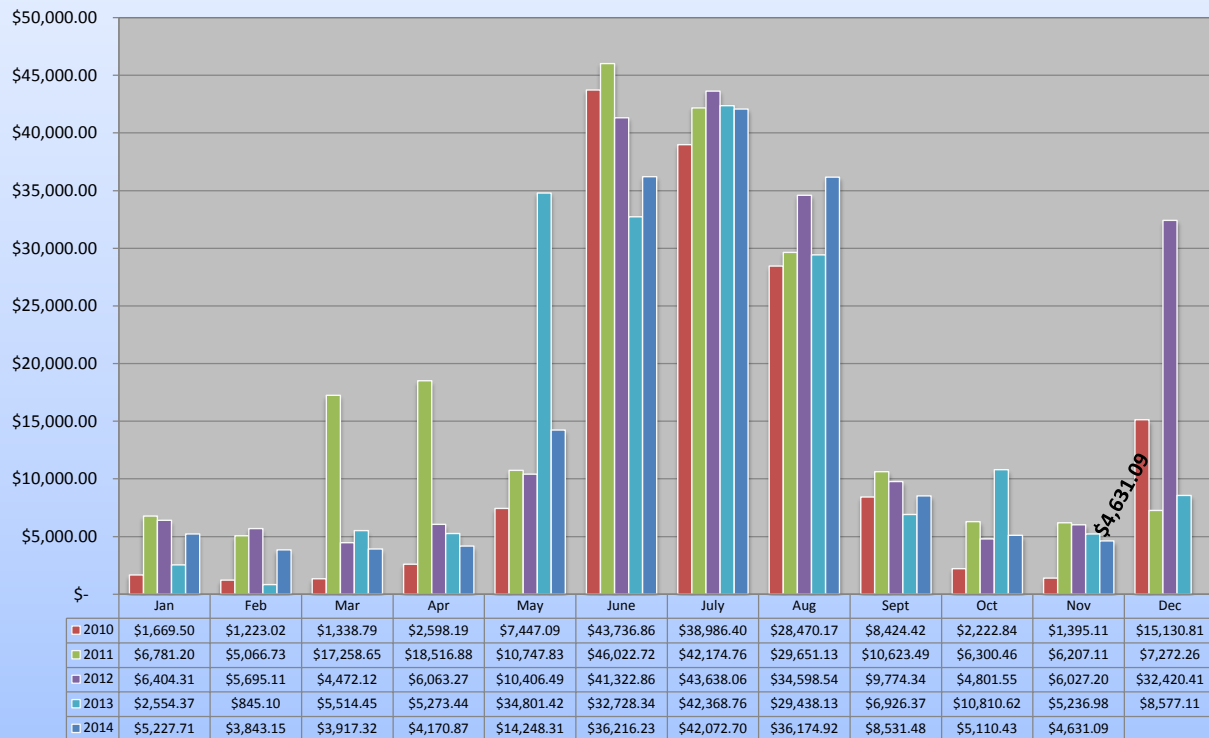
Expenses Over Time - Fund 11 (Parks)



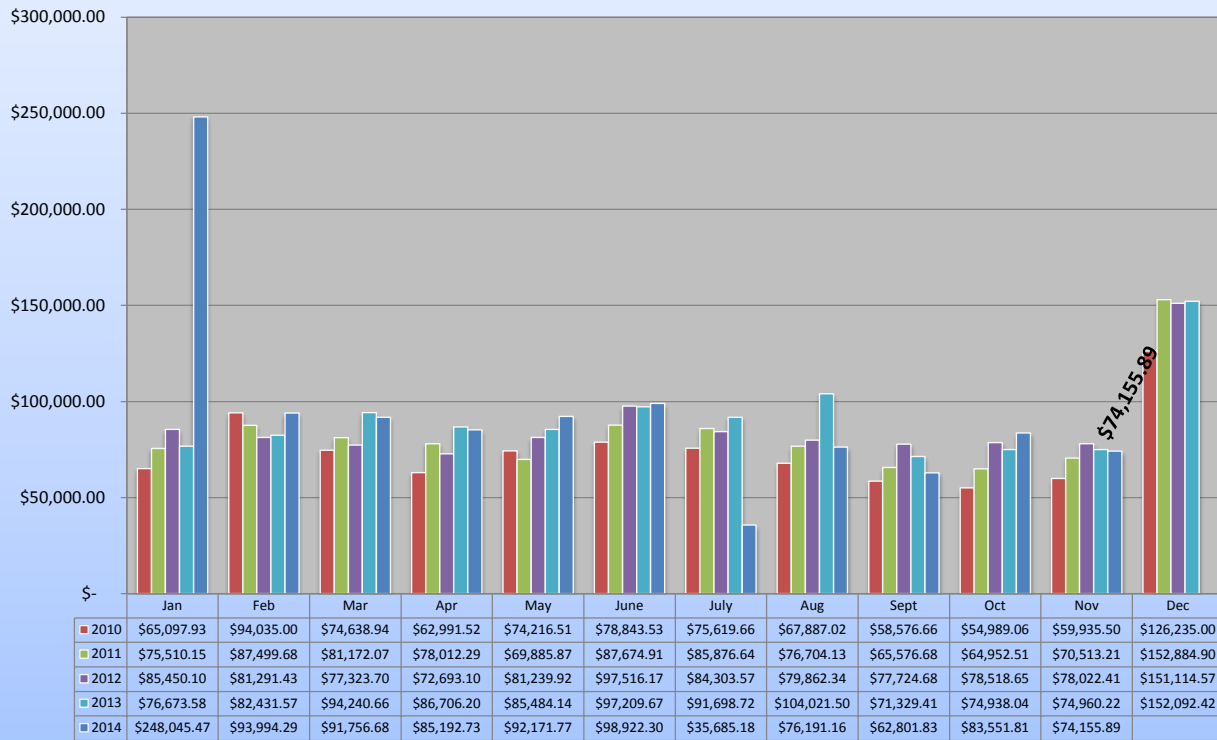
Revenue Over Time - Fund 13 (ODP)



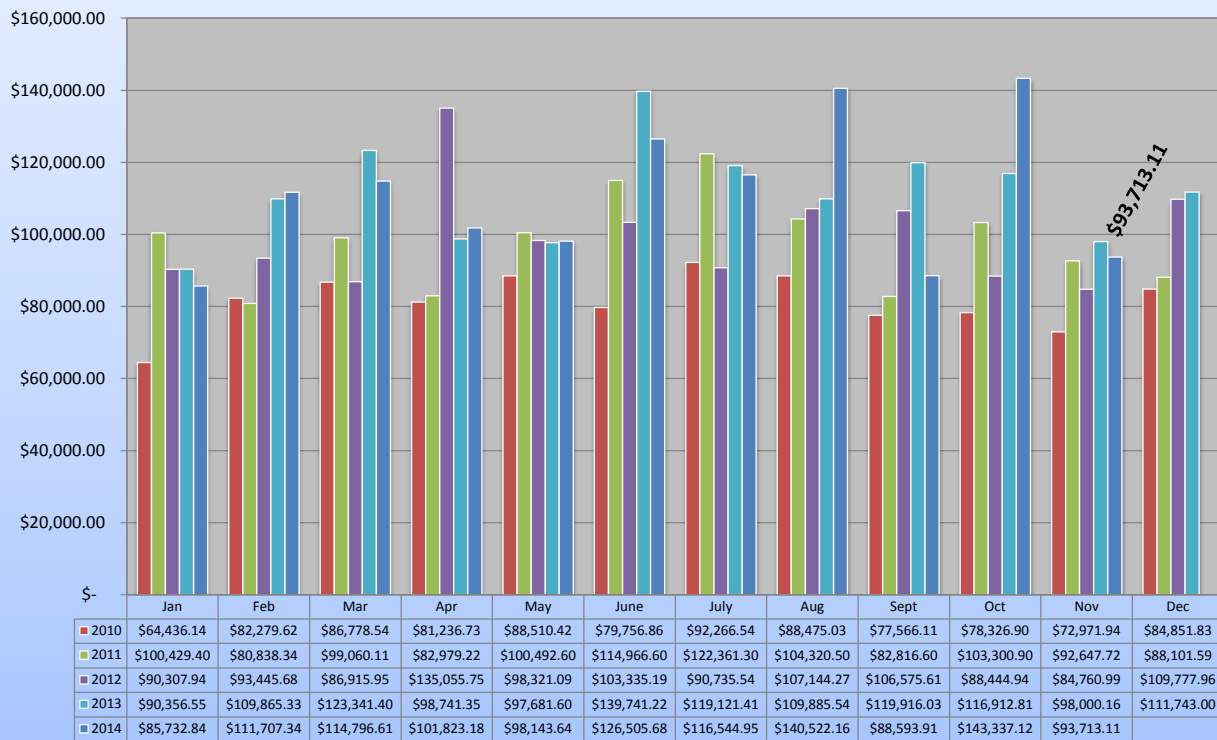
Expenses Over Time - Fund 13 (ODP)



Revenue Over Time - Fund 15 (HCC)



Expenses Over Time - Fund 15 (HCC)



Utilities by Month



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	\$8,138.82	\$55,031.24	\$55,074.76	\$58,714.10	\$3,639.34	6.61%	
			Personal Property Tax	11-5112	\$4,734.68	\$17,001.22	\$16,387.45	\$15,907.17	-\$480.28	-2.93%	
			Merchants/Replacement Tax	11-5113	\$1,455.55	\$13,177.27	\$13,813.35	\$13,533.23	-\$280.12	-2.03%	
			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	\$16,312.21	\$18,898.61	\$17,902.75	\$14,418.36	-\$3,484.39	-19.46%	
			Shooting Range Revenue	11-5309	\$515.00	\$1,133.00	\$1,193.00	\$1,210.00	\$17.00	1.42%	
			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	\$7,940.08	\$8,223.60	\$5,269.65	\$5,507.81	\$238.16	4.52%	
			Recreational Programs	Misc. Recreation Programs	11-5418	\$0.00	\$0.00	\$35,324.08	\$38,471.50	\$3,147.42	8.91%
			Misc. Income	Miscellaneous	11-5510	\$7,339.00	\$2,568.18	\$11,566.00	\$15,479.87	\$3,913.87	33.84%
				Donations - Sound System	11-5514	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
				Auction & Surplus Sales	11-5535	\$31,379.90	\$500.00	\$2,931.98	\$0.00	-\$2,931.98	-100.00%
				Donations	11-5537	\$1,782.00	\$1,600.00	\$750.00	\$131.00	-\$619.00	-82.53%
			Intergovernmental	Grants & Entitlements	11-5626	\$29,055.53	\$0.00	\$0.00	\$0.00	\$0.00	
			Interest	Interest Income	11-5815	\$228.96	\$175.36	\$0.00	\$163.12	\$163.12	
			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	\$341,022.88	\$292,140.75	\$258,949.13	\$230,326.25	-\$28,622.88	-11.05%
				Transfer from Other Funds	11-5931	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Parks Revenue Total					\$450,734.30	\$410,980.32	\$419,496.44	\$395,686.33	-\$23,810.11	-5.68%	
Parks Expenses	Park Maintenance	Personnel Services			\$269,968.39	\$249,743.03	\$248,984.10	\$272,563.23	\$23,579.13	9.47%	
		Contractual Services			\$66,538.56	\$59,878.41	\$70,647.58	\$72,277.64	\$1,630.06	2.31%	
		Commodities			\$33,322.78	\$29,309.74	\$46,305.12	\$45,425.43	-\$879.69	-1.90%	
		Other Charges			\$62,992.43	\$56,252.45	\$55,435.04	\$84,127.13	\$28,692.09	51.76%	
		Capital Outlay			\$35,420.00	\$0.00	\$1,704.00	\$4,200.00	\$2,496.00	146.48%	
	Capital Projects				\$129,174.66	\$79,546.49	\$1,052.59	\$16,580.40	\$15,527.81	1475.20%	
Parks Expenses Total					\$597,416.82	\$474,730.12	\$424,128.43	\$495,173.83	\$71,045.40	16.75%	
Expenses Less Capital Projects					\$468,242.16	\$395,183.63	\$423,075.84	\$478,593.43	\$55,517.59	13.12%	

Total Variances	(Capital Projects removed from Expenses)	-\$17,507.86	\$15,796.69	-\$3,579.40	-\$82,907.10	-\$79,327.70	2216.23%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	26.50%	34.34%	42.74%	38.32%	-4.42%	-10.35%

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	\$341,022.88	\$292,140.75	\$258,949.13	\$230,326.25	-\$28,622.88	-11.05%
☐ Parks Expenses	☐ Park Maintenance	☐ Other Charges	☐ Office Facilities & Services	11-6-1125-0430	\$54,285.88	\$49,087.50	\$47,423.75	\$47,025.00	-\$398.75	-0.84%

Attachment: Parks Financials (1676 : 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	\$82.50	\$82.50	
			▣ Lifeguard Uniform Revenue	13-5337	\$0.00	\$0.00	\$0.00	\$320.00	\$320.00	
			▣ Pool Season Passes	13-5336	\$22,110.00	\$27,010.00	\$22,817.00	\$22,977.00	\$160.00	0.70%
			▣ Swimming Pool Use Fee	13-5333	\$84,513.80	\$76,788.00	\$63,362.00	\$58,907.55	-\$4,454.45	-7.03%
		▣ Misc. Income	▣ Miscellaneous	13-5510	\$30,178.21	\$3,261.04	\$286.00	\$4,613.00	\$4,327.00	1512.94%
			▣ Donations	13-5537	\$0.00	\$500.00	\$500.00	\$0.00	-\$500.00	-100.00%
			▣ Taxable Miscellaneous	13-5509	\$30,040.66	\$30,180.38	\$22,699.61	\$24,603.57	\$1,903.96	8.39%
		▣ Interest	▣ Interest Income	13-5815	\$377.81	\$843.27	\$441.02	\$441.70	\$0.68	0.15%
		▣ Other Rev. Sources/Trans	▣ Transfer from Other Funds	13-5931	\$38,397.26	\$29,878.75	\$30,492.88	\$21,170.38	-\$9,322.50	-30.57%
ODP Revenue Total					\$205,617.74	\$168,461.44	\$140,598.51	\$133,115.70	-\$7,482.81	-5.32%
▣ ODP Expenses	▣ Aquatics Center	▣ Personnel Services			\$75,756.10	\$78,423.61	\$60,642.87	\$73,774.31	\$13,131.44	21.65%
		▣ Contractual Services			\$37,584.92	\$32,088.55	\$48,640.24	\$28,096.30	-\$20,543.94	-42.24%
		▣ Commodities			\$25,874.05	\$26,010.24	\$32,213.07	\$26,922.16	-\$5,290.91	-16.42%
		▣ Other Charges			\$48,235.92	\$41,144.09	\$42,030.22	\$35,351.44	-\$6,678.78	-15.89%
		▣ 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					\$199,350.99	\$177,666.49	\$187,576.40	\$164,144.21	-\$23,432.19	-12.49%
Expenses Less Capital Projects					\$187,450.99	\$177,666.49	\$187,576.40	\$164,144.21	-\$23,432.19	-12.49%

Total Variances	(Capital Projects removed from Expenses)	\$18,166.75	-\$9,205.05	-\$46,977.89	-\$31,028.51	\$15,949.38	-33.95%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	116.61%	98.79%	73.67%	84.57%	10.90%	14.80%

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	\$38,397.26	\$29,878.75	\$30,492.88	\$21,170.38	-\$9,322.50	-30.57%
☐ ODP Expenses	☐ Aquatics Center	☐ Other Charges	☐ Office Facilities & Services	13-6-1124-0430	\$44,052.25	\$37,390.76	\$38,119.62	\$31,780.87	-\$6,338.75	-16.63%

Attachment: ODP Financials (1676 : 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	\$75.00	\$200.00	\$8.00	\$25.00	\$17.00	212.50%
			Annual Memberships	15-5351	\$441,255.53	\$456,767.40	\$490,678.84	\$513,593.78	\$22,914.94	4.67%
			Office Facilities & Services	15-5331	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Daily Passes	15-5350	\$42,686.50	\$46,111.50	\$54,974.00	\$44,530.00	-\$10,444.00	-19.00%
			Overtime Fees	15-5356	\$1,401.25	\$1,335.75	\$794.00	\$688.50	-\$105.50	-13.29%
			Room Rental	15-5354	\$31,447.50	\$39,712.25	\$40,490.60	\$38,427.56	-\$2,063.04	-5.10%
			Senior Rent	15-5352	\$6,037.50	\$6,063.75	\$6,063.75	\$5,760.54	-\$303.21	-5.00%
			Special Events	15-5355	\$1,375.00	\$3,656.00	\$1,971.00	\$1,795.00	-\$176.00	-8.93%
			Swim Team Rent	15-5353	\$3,065.90	\$12,620.00	\$7,777.50	\$6,640.00	-\$1,137.50	-14.63%
			Tot Watch Fees	15-5359	\$3,506.00	\$3,188.40	\$2,995.00	\$3,462.50	\$467.50	15.61%
			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	\$9,752.00	\$4,560.00	-\$47.73	\$0.00	\$47.73	-100.00%
			Coed Volleyball	15-5411	\$5,716.70	\$7,947.08	\$7,700.00	\$4,025.00	-\$3,675.00	-47.73%
			Dodgeball	15-5419	\$2,000.00	\$2,100.00	\$1,422.00	\$300.00	-\$1,122.00	-78.90%
			Dog Obedience	15-5401	\$225.00	\$0.00	\$140.00	\$0.00	-\$140.00	-100.00%
			Fitness Classes	15-5421	\$17,070.44	\$21,467.68	\$25,134.25	\$25,762.19	\$627.94	2.50%
			Lifeguard Training	15-5425	\$4,231.00	\$2,500.00	\$2,190.00	\$3,424.98	\$1,234.98	56.39%
			Men's 5 on 5 Basketball	15-5417	\$1,000.00	\$2,500.00	\$0.00	\$4,791.40	\$4,791.40	
			Men's Softball	15-5414	\$6,175.00	\$4,875.00	\$1,300.00	\$0.00	-\$1,300.00	-100.00%
			Misc. Recreation Programs	15-5418	\$95,124.97	\$101,452.16	\$77,902.18	\$89,170.37	\$11,268.19	14.46%
			Sand Volleyball	15-5412	\$600.00	\$360.00	\$80.00	\$0.00	-\$80.00	-100.00%
			Swim Lessons	15-5423	\$8,371.96	\$10,362.14	\$12,890.85	\$8,573.29	-\$4,317.56	-33.49%
			Swim Team	15-5426	\$1,309.10	\$2,563.18	\$4,698.35	\$2,520.69	-\$2,177.66	-46.35%
			Water Aerobics	15-5422	\$3,559.11	\$3,137.61	\$2,788.67	\$1,874.56	-\$914.11	-32.78%
			Women's Volleyball	15-5420	\$4,695.85	\$4,030.06	\$2,946.68	\$2,683.32	-\$263.36	-8.94%
			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	\$11,250.00	\$11,590.00	\$13,090.00	\$11,130.00	-\$1,960.00	-14.97%
			Miscellaneous	15-5510	\$7,396.33	\$7,695.58	\$23,058.32	\$7,048.39	-\$16,009.93	-69.43%
			Cancellation Fee	15-5522	\$4,512.14	\$425.00	\$900.00	-\$325.00	-\$1,225.00	-136.11%
			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	\$1,652.97	\$1,521.36	\$1,721.68	\$1,742.57	\$20.89	1.21%
			Personal Trainer	15-5521	\$2,867.50	\$34,655.00	\$52,546.00	\$37,391.00	-\$15,155.00	-28.84%
			Preferred Vendors	15-5515	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Short & Over	15-5516	\$28.51	\$167.12	\$122.79	\$37.62	-\$85.17	-69.36%
			Sponsors	15-5520	\$1,690.00	\$1,025.00	\$700.00	\$600.00	-\$100.00	-14.29%
			Taxable Misc.	15-5509	\$1,114.10	\$863.35	\$467.96	\$1,527.73	\$1,059.77	226.47%

Attachment: HCC Financials (1676 : 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	\$1,027.08	\$859.77	\$1,355.81	\$272.87	-\$1,082.94	-79.87%
			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	\$133,130.25	\$112,200.88	\$110,916.63	\$224,995.25	\$114,078.62	102.85%
HCC Revenue Total					\$855,350.19	\$908,513.02	\$949,777.13	\$1,042,469.11	\$92,691.98	9.76%
HCC Expense	Administration				\$390,682.39	\$402,913.64	\$450,246.79	\$410,757.65	-\$39,489.14	-8.77%
	Aquatics Center				\$134,282.35	\$141,981.37	\$118,136.65	\$165,030.27	\$46,893.62	39.69%
	Recreation Programs				\$194,555.93	\$210,664.10	\$240,758.90	\$196,169.08	-\$44,589.82	-18.52%
	Building & Grounds				\$346,184.17	\$344,251.47	\$467,490.28	\$449,463.54	-\$18,026.74	-3.86%
	Capital Projects				\$0.00	\$239,400.37	\$0.00	\$0.00	\$0.00	
HCC Expense Total					\$1,065,704.84	\$1,339,210.95	\$1,276,632.62	\$1,221,420.54	-\$55,212.08	-4.32%
Expenses Less Capital Projects					\$1,065,704.84	\$1,099,810.58	\$1,276,632.62	\$1,221,420.54	-\$55,212.08	-4.32%

Total Variances	(Capital Projects removed from Expenses)	-\$210,354.65	-\$191,297.56	-\$326,855.49	-\$178,951.43	\$147,904.06	-45.25%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	79.24%	83.06%	73.71%	74.08%	0.37%	0.50%

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	\$133,130.25	\$112,200.88	\$110,916.63	\$224,995.25	\$114,078.62	102.85%
☐ HCC Expense	☐ Administration	☐ Other Charges	☐ Office Facilities & Services	15-6-0103-0430	\$154,288.75	\$141,111.63	\$138,645.87	\$117,979.62	-\$20,666.25	-14.91%

Attachment: HCC Financials (1676 : Month & YTD Financial Report)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: December 5, 2014
SUBJECT: Mark Twain Street & South Street Vacation

Type of Item: *Report*

Discussion Item (ID # 1677)

Mark Twain Street & South Street Vacation

Attachments:

Clark Vacation Staff Report 2014 (PDF)

Tract Survey (PDF)

M E M O R A N D U M

TO Park Board
Planning and Zoning Commission

FROM Rick DeLuca, Director of Community Development

DATE December 4, 2014

SUBJECT Mark Twain Street & Short Street Vacation

Type of Item: Action Item

Issue:

The applicant has requested that an undeveloped portion of Mark Twain Street and Short Street be vacated.

Background:

Location: South and east side of Trackside Mini-Storage (801 N. Lexington)

Applicant: Bill Clark

Adjacent Owners: Bill Clark & City of Harrisonville

Existing Zoning: "M-1" Light Industrial District, R'3" Apartment District and Parkland

The applicant has requested that an undeveloped portion of Mark Twain Street and Short Street be vacated (see attached maps). The only 2 adjacent property owners are the City (City Park) and the applicant. If the City chooses to vacate the street, an easement will be necessary along Lexington Street. Since this vacation is directly adjacent to City Park, staff presented this request to the Park Board for their recommendation.

NOTE: Mr. Clark is requesting an access off of Lexington Street. It should be noted that the floodplain is adjacent to, and within, the subject right-of-way. It may not be possible to construct the access point. If it is possible, it will likely impact how the requested access may be constructed.

Recommendations:

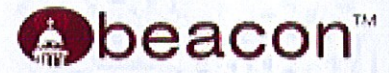
Planning and Zoning Commission:

Pending

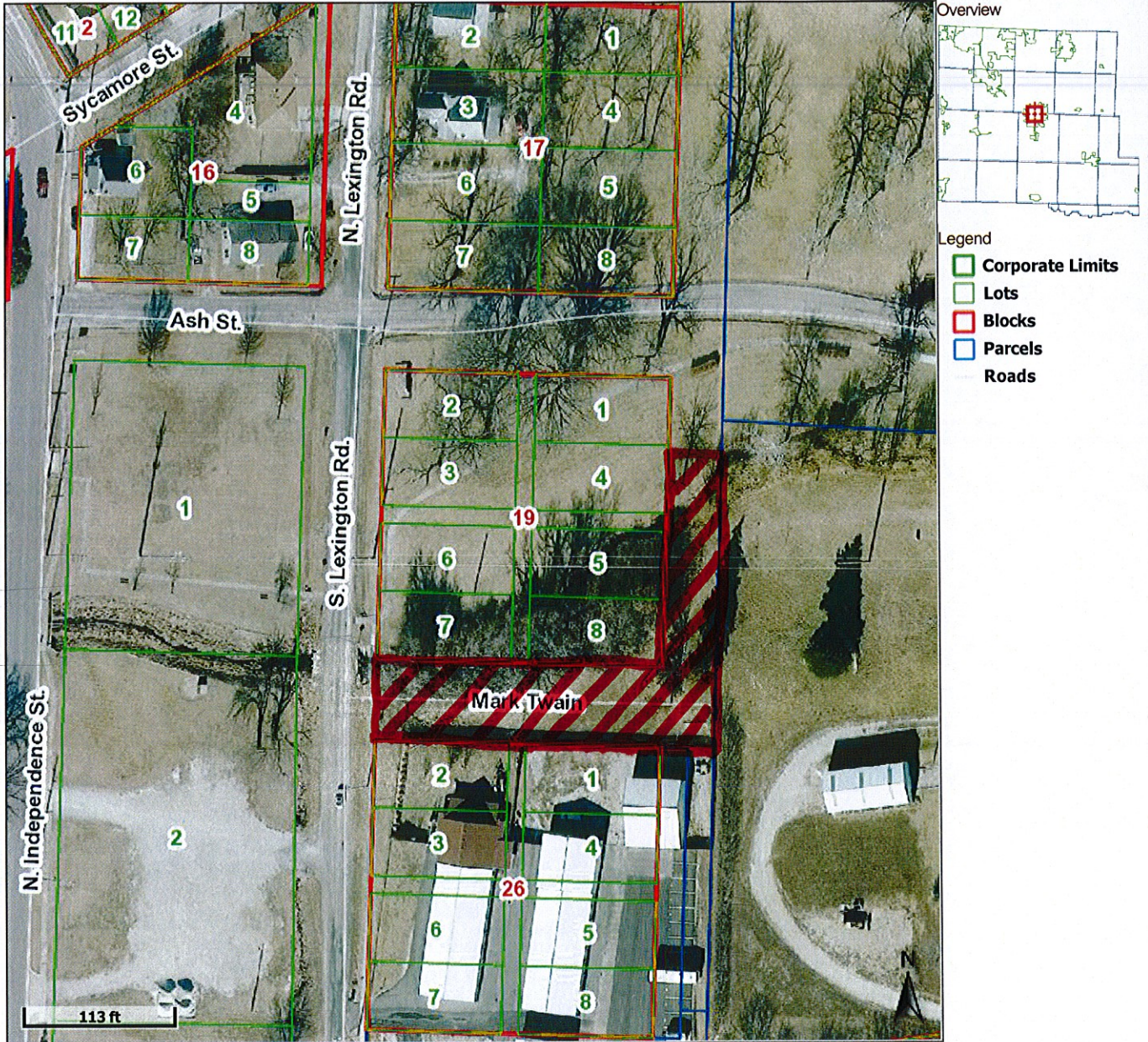
Staff Recommendation:

Approval of the vacation of the rights-of-way contingent upon maintaining easements throughout the rights of way.

Cass County, MO



Date Created: 10/17/2014

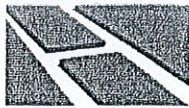


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Attachment: Clark Vacation Staff Report 2014 (1677 : Mark Twain Street & South Street Vacation)



City of

Harrisonville

est.
1836

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300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

APPLICATION FOR STREET/ALLEY VACATION

Name of person(s) requesting vacation:

William CLARK

Address of person(s) requesting vacation:

26120 S. Southwood Rd.

HARRISONVILLE, MO. 64701

Phone No.

9132080143

Work No.

Same

Cell No.

Same

Attach legal description of right-of-way to be vacated:

Attach map showing location of right-of-way to be vacated, indicating nearby streets and adjacent properties.

Purpose for which request to vacate street/alley is being made:

To ACCESS adjoining property for Improvements
 Property has been mowed & maintained by me for 11 yrs

Names and addresses of property owners adjacent to the property to be vacated.

William CLARK

26120 S. Southwood Rd. Harrisonville Mo
64701

(The persons making this request for vacation of right-of-way will be responsible for sending notice by certified mail to these property owners of this request for vacation of street/alley. A copy of this application will be considered appropriate notice of the request for vacation.)

A copy of Section 515.020 of the Code of Ordinances of the City of Harrisonville was given to me at the same time as this application. I understand that:

- This application must be on file with the City Clerk for 30 days before it can be presented to the Board of Aldermen for approval.
- Should any person object to this request who owns land which abuts upon this street/alley this application must remain on file an additional 30 days before presentation to the Board of Aldermen for approval.
- If this vacation is approved by the Board of Aldermen, the right-of-way vacated will revert to the adjoining property owners in the proportion in which it was originally taken from them. The City makes no representation as to ownership of the property vacated, and I understand that it may not revert 50/50.
- I understand that I must send notice of this request, certified mail, to the adjoining property owners no later than 20 calendar days after filing of this request. I will provide proof to the City Clerk of this mailing.

Date:

9-25-2014

William Clark

Signature of Applicant(s)

Date filed:

10-15-14

received

Jim Hubbard

City Clerk

forwarded to R. Dehner 10/15/14

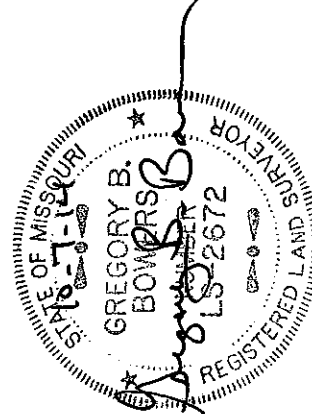
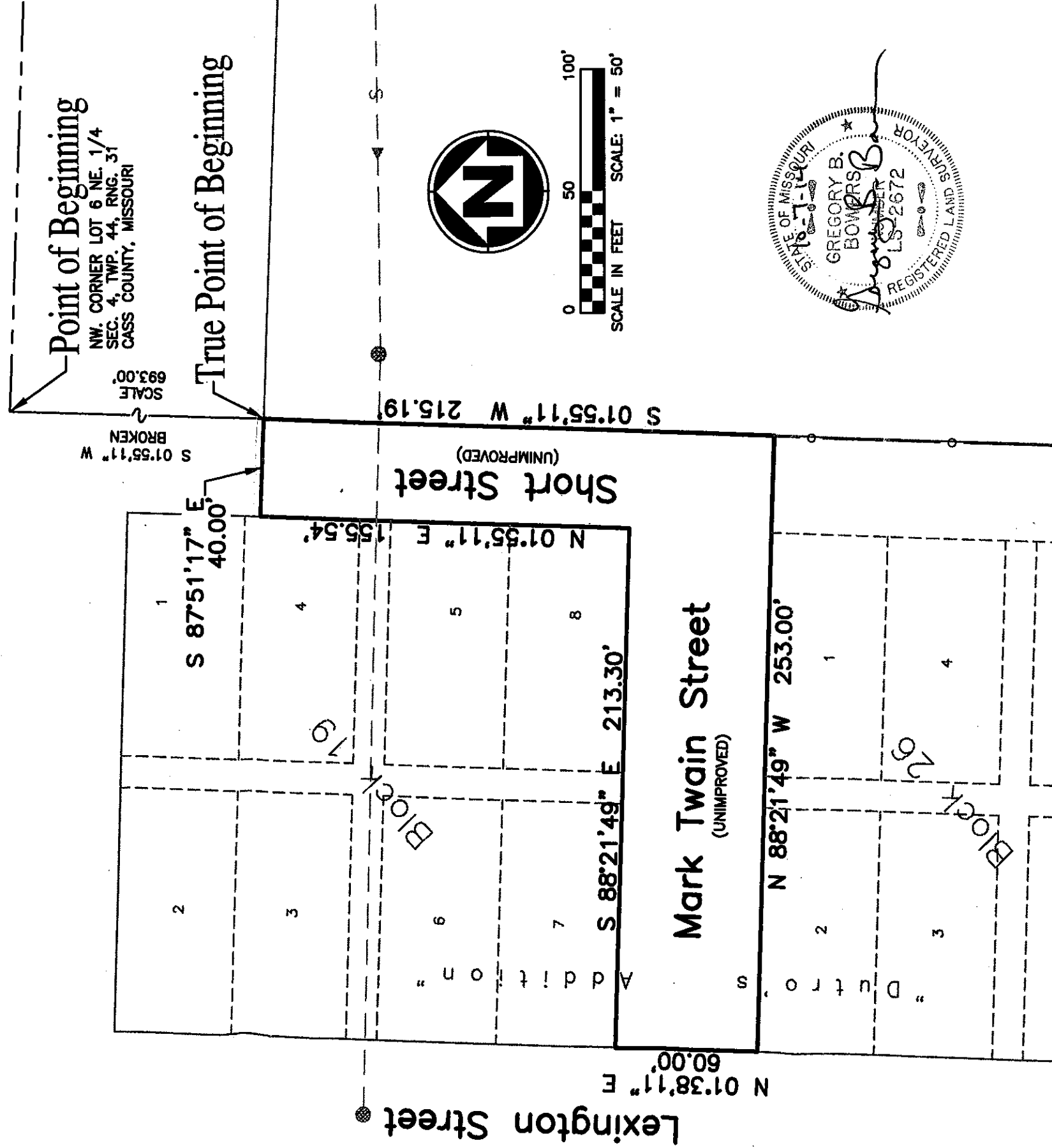
Packet Pg. 29

Attachment: Clark Vacation Staff Report 2014 (1677 : Mark Twain Street & South Street Vacation)

Tract Sketch

Description:

PART OF THE RIGHT-OF-WAY OF MARK TWAIN STREET, AND PART OF THE RIGHT-OF-WAY OF SHORT STREET, AS PLATTED IN DUTRO'S ADDITION TO THE TOWN OF HARRISONVILLE, CASS COUNTY, MISSOURI, DESCRIBED AS FOLLOWS: FROM THE NORTHWEST CORNER OF LOT 6 OF THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 44, RANGE 31, CASS COUNTY, MISSOURI, THENCE SOUTH 1°55'11" WEST ALONG THE WEST LINE THEREOF, 693.00 FEET TO THE TRUE POINT OF BEGINNING OF THE TRACT TO BE DESCRIBED: CONTINUING THENCE SOUTH 1°55'11" WEST ALONG THE WEST LINE OF SAID LOT 6, ALSO BEING THE EAST RIGHT-OF-WAY LINE OF SHORT STREET AS PLATTED IN SAID DUTRO'S ADDITION, 215.19 FEET; THENCE NORTH 88°21'49" WEST ALONG THE SOUTH RIGHT-OF-WAY LINE OF MARK TWAIN STREET AND AN EASTERLY PROJECTION THEREOF, AS PLATTED IN DUTRO'S ADDITION TO THE TOWN OF HARRISONVILLE, 253.00 FEET TO THE NORTHWEST CORNER OF BLOCK 26 IN SAID DUTRO'S ADDITION; THENCE NORTH 1°38'11" EAST ALONG THE EAST RIGHT-OF-WAY LINE OF LEXINGTON STREET AS NOW LOCATED, 60.00 FEET TO THE SOUTHWEST CORNER OF BLOCK 19 IN SAID DUTRO'S ADDITION; THENCE SOUTH 88°21'49" EAST ALONG THE NORTH RIGHT-OF-WAY LINE OF SAID MARK TWAIN STREET, 213.30 FEET TO THE SOUTHEAST CORNER OF BLOCK 19 IN SAID DUTRO'S ADDITION, THENCE NORTH 1°55'11" EAST ALONG THE WEST RIGHT-OF-WAY LINE OF SHORT STREET AS PLATTED IN SAID DUTRO'S ADDITION, 155.54 FEET; THENCE SOUTH 87°51'17" EAST, 40.00 FEET TO THE TRUE POINT OF BEGINNING. CONTAINS 21,403 SQUARE FEET, MORE OR LESS, SUBJECT TO ANY EXISTING EASEMENTS.



**BOWERS SURVEY LLC**
ESTABLISHED 1962
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