



**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
FEBRUARY 10, 2015
6:00 PM**

- I. Call to Order**
 - 1. Roll Call**
- II. Public Participation**
- III. Ceremonial Matters**
- IV. Approval of Minutes**
 - 1. Park Board Minutes - January 13, 2015**
- V. Parks and Recreation Department**
 - 1. Director Report - Month End Report**
 - 2. 2014 Year-End Financial Report**
 - 3. Used ATV Purchase Approval**
 - 4. HCC Membership Report**
 - 5. 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 6th day of February

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: February 6, 2015
SUBJECT: Park Board Minutes - January 13, 2015

Type of Item: *Approval*

Action Item (ID # 1741)

Park Board Minutes - January 13, 2015

Attachments:

January 13, 2015 (PDF)

**HARRISONVILLE PARK BOARD MINUTES
HARRISONVILLE COMMUNITY CENTER**

**January 13, 2015
6:00 P.M.**

CALL TO ORDER: The regularly scheduled meeting of the Harrisonville Park Board was called to order at 6:03 p.m. by Chairman Brent Caruthers.

MEMBERS PRESENT: Chairman Brent Caruthers, David Caruthers, Julie Weedman, Ed Roberts, Don Allen, Martin Parks, Clint Miller

ABSENT: Cathy Faris, Phil Rogers

OTHER PRESENT: City Administrator Keith Moody, Mayor Kevin Wood, Parks & Recreation Director Chris Deal (arrived 6:05), Recreation Coordinator of Member Services Amy Fuller, City Liaison Stacy Dahlman (arrived 6:15), Director of Community Development Rick Deluca

PUBLIC PARTICIPATION: NONE

CEREMONIAL MATTERS: NONE

APPROVAL OF MINUTES: Chairman Brent Caruthers asked for a motion to approve the minutes from the December 9, 2014 regular session.

Mr. Atkinson moved to approve the minutes of the December 9, 2014 Park Board meeting as written. The motion was seconded by Mr. Allen and approved unanimously by a voice vote of those present, 7-0.

MARK TWAIN STREET & SHORT STREET VACATION:

Mr. Deluca explained that an undeveloped portion of Mark Twain Street and Short Street has been requested by an applicant to be vacated. Mr. Deluca requested the Park Board to either place a recommendation to retain the undeveloped portion of property or make a recommendation to vacate.

A motion to vacate the undeveloped portion of Mark Twain Street and Short Street was made by Mr. Miller, motion was seconded by Mr. Allen, and approved by a voice vote of those present, 6-1. (opposition made by Mr. Parks)

DIRECTOR'S REPORT:

Director Deal shared a few highlights from the month-end report. Director Deal stated that the Harrisonville Community Center's year-end membership drive was very successful and even surpassed last year's revenue by almost \$9,000.00.

Director Deal stated that the Mayor's Christmas Tree Lighting Ceremony was a very nice event with the ceremony moving back to the square.

Director Deal stated that the treadmill bid was approved by the Board of Alderman and staff has sought local funding through Commerce Bank.

Director Deal mentioned that there has not been any further leaking from the roof in the indoor pool area since the roofing company drained the water last month. However, there has been a disagreement with the roof warranty company regarding future repairs. Director Deal stated that both the building architect and building engineer have met with staff and agree that the amount of water located in between the roof bottom and the membrane could not have been formed from condensation from the indoor pool. Director Deal stated that this information has been presented to the City Attorney.

Director Deal will keep the Park Board informed on any new updates.

Director Deal stated that the Youth Basketball Program is going very well this year, along with the cooperative agreement made with the schools for use of their gyms.

HCC MEMBERSHIP REPORT:

Director Deal reported:

- Membership revenue up 10% from this time last year
 - o Maintaining a successful member count of 4,300 plus

MONTH & YTD FINANCIAL REPORT:

Director Deal stated that at this time not all tax support revenue and final expenses have been calculated.

Director Deal asked if there were any questions or concerns from the Park Board.

Mr. Roberts asked if the utilities are at about what is anticipated or have we projected the increase. Director Deal stated that the utilities will fluctuate and that all is as anticipated at this time.

OTHER BUSINESS:

Mr. Roberts expressed how impressed he was with the attendance of the facility.

Mr. Allen suggested an idea for a trail run fundraiser in the future.

Mr. Parks asked if there could be more done with the North Park Rodeo Arena in regards to a group possibly bringing in more rodeo events to that area.

Mrs. Dahlman suggested to offer rentable banner spaces for businesses around the facility.

ADJOURN

A motion to adjourn the meeting of the Park Board was made by Mr. Parks, seconded by Mr. Allen and approved unanimously by a voice vote of those present, 7-0. The meeting adjourned at 6:32p.m. The next meeting is scheduled for February 10, 2015 at 6:00pm.

Brent Caruthers, Park Board Chairman

ATTEST”

Amy Fuller, Park Board Secretary

APPROVED, by the Park Board on this 10th day of February, 2015.



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: February 6, 2015
SUBJECT: Director Report - Month End Report

Type of Item: *Report*

Discussion Item (ID # 1742)

Director Report - Month End Report

Attachments:

Jan. 2015 Monthly Report (PDF)

Monthly Report – Harrisonville Parks & Recreation

January
2015

Membership Statistics:

- **Our total HCC memberships & total # of members continues to grow in 2015!**
 - o **Total HCC Memberships** = 2,270 (Up 7% from this time last year, which equates to 205 more new memberships)
 - o **Total Number of HCC Members** = 4,345 (Up 2% from this time last year, which equates to a total of 94 more members)
- **SilverSneakers Membership:**
 - o SilverSneakers memberships continue to grow in 2015 with us gaining 39 more new members in the month of January for a total of 762 SS members to date
- **Total Monthly Visits (HCC)** = 12,368
- **Most Popular Day (HCC)** = Monday, Jan. 5th (592 Visits)

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

- **Daily Passes** = \$7,307.00 (Up 18.35%, \$1,133.00 from 2014)
- **Room Rental** = \$3,965.00 (Up 11.39%, \$405.43 from 2014)
- **Tot Watch** = \$280.00 (Up 25.56%, \$57.00 from 2014)
- **Community Center Fund under spent this month in the following program areas:**
 - o Administration - ↓ \$29,857.62 (23.69% decrease from 2014)
 - o Recreation Programs - ↓ \$12,256.24 (18.93% decrease from 2014)
 - o Buildings & Grounds - ↓ \$22,638.75 (11.02% decrease from 2014)
- **Cost Recovery for Community Center based on first month of year** = 94.11%
- **Parks Rental Income** = \$441.85 (Up 63.09%, \$170.92 from 2014)
- **Parks Overall Revenue** up by 11.49% from this time last year; **Expenses down** 47.68% from this time last year

Business & Marketing

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

- Created flyers for Youth Baseball & Softball, as well as a Coaching Application & Softball Sponsorship form, Free Zumba Class (Sat., Feb. 7th), Spring Craft Show Vendors Wanted (Sat., April 18th) & updated flyers for all aquatics programs
- Created an Upcoming Youth Programs & Activities tri-fold that was mailed to all past youth program participants to promote the Princess Ball special event, Girls Youth Volleyball, Youth Baseball & Softball, Fit Kids & Rec Sports Before & After School Programs, Tiny Tikes Tumbling & 2015 Summer Camp
- Updated lobby power point to include info. about Youth Baseball & Softball, Spring Craft Show & updates to all other year round program offerings
- Created high-quality February 2015 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

January
2015

Monthly Report – Harrisonville Parks & Recreation

- 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 have 1,571 followers with continual growth and interaction on the page daily!**) & Twitter to inform our community about our programs and activities

Fitness

Staff spent time installing the new treadmills and televisions in the downstairs cardio area. Staff also spent time working with Fitness Instructor Shannon Callaghan on the completion of her internship. She is now a certified personal training and will begin training at HCC immediately. Gideon Lockett, Recreation Coordinator of Fitness has also started working on his PT certification with the estimated completion date of early March. With the departure of Gloria Davis as a personal trainer at HCC it is the goal to have these two new personal trainers at HCC on board to work with our PT clients. Additional items to report:

- Personal Training Revenue: \$992.00
- Group Fitness Revenue for first half of Winter Session I (1/5/15-2/15/15) : \$2,828.20
- Total # of Group Fitness classes: 23
- Total # of Group Fitness Registrants: 172
- Youth Fitness Orientations Completed: 17
- Complimentary Fitness Orientations Completed: 9

Parks

Staff spent time working on equipment repairs & repairing the basketball rim in the parks. Staff also spent time:

- Installing safe top fence guards on the ballfield fences
- Taking down dead trees
- Cleaning up the trails & hauling in rocks to the trails

Community Center Maintenance

HCC staff spent time removing the old treadmills & televisions and assisting with the installation of the new ones in the downstairs cardio area. Staff also spent time on:

- Daily winter maintenance at outdoor pool
- Winter maintenance of front entry at HCC
- Backwashing and changing chemicals at indoor pool
- Backwashing and changing filter on hot tub
- Working on repairs to alarms on doors
- Contracting for repair work to the handicap front door
- Working on ongoing HVAC maintenance issues & repairs
- Repairing & repainting old basketball goal
- Installing new basketball goal and replacing nets
- Worked on outdoor lights with electrician
- Assisting with parking lot resurface bid document

Monthly Report – Harrisonville Parks & Recreation

- Researching potential new supplier for cleaning supplies for the HCC to reduce costs

Recreation

Staff spent time preparing for the annual Princess Ball Special Event to be held on Sat., Feb. 7th (124 registered to date) and beginning to seek vendors for the Spring Craft Show to be held on Sat., April 18th.

Other items to report:

- Tiny Tikes Tumbling six-week program starts on Mon., Feb. 9th
 - o 15 registered to date
- Youth Basketball program is halfway through and going strong!
 - o Holding concessions at Youth Basketball games at HCC this year
- Registration for Girls Youth Volleyball for Grades 4th-8th continues through Feb. 7th
 - o 29 registered to date
- Adult Coed Volleyball is halfway through their winter session
 - o Next session will begin March 9th
- Registration for Youth Baseball/Softball is now open through Sat., March 7th
 - o Two on-site registration events scheduled at HCC for Sat., Feb. 7th and Sat., March 7th
 - o 11 registered to date
- Starting to make plans for 2015 Summer Camp; including working on promotional materials; designing the Summer Camp t-shirts; researching field trip ideas and contacting returning camp counselors; also currently seeking a Summer Camp Coordinator

Aquatics

Staff spent time working on preparations for the transition and takeover of the AquaCats summer swim team program and working with the swim teams on swim practices and swim meets. Staff also spent time on:

- Preparing for the summer outdoor pool season by determining which guards will be returning for the summer and speaking with potential ODP managers as well as updating the outdoor pool managers notebook
- Working on the chemical lines in the pump room
- Ordering a new backboard for HCC and training the guards on how to use it
- Backwashing and cleaning the hot tub
- Organizing staff room in pool area

Membership

Staff spent time working with groups on plans for upcoming special rentals, including the committee members for the Sherwood Prom and the HHS After Graduation Lock In event. Other items to report:

- Ran Jan. Membership Installment Billings – total billed amount \$27,594.02
- Renewed Jan. monthly installment memberships: 90 total
- Received December's SilverSneakers Fitness Membership Payment: \$2,552.00

Monthly Report – Harrisonville Parks & Recreation**January
2015**

- Invoiced Corporate Accounts (CITY, CASGV,HSD, CRMC & QuikTrip) for Monthly Memberships: \$6,815.41
- Invoiced Jan. “Group Visits” - Organizations (Aaron’s House, Grand River Residential, Heritage Residential, SERC): \$135.00
- Completed Building Rentals at HCC & All Parks Facilities, amount collected: \$4,182.00



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: February 6, 2015
SUBJECT: 2014 Year-End Financial Report

Type of Item: *Report*

Discussion Item (ID # 1743)

2014 Year-End Financial Report

Attachments:

Year end budget report -2014 (PDF)

MEMO

TO: Park Board
 CC: Mayor Wood, Keith Moody
 FROM: Chris Deal, Parks & Recreation Director
 Wendy Hershberger, Recreation Superintendent
 DATE: February 5, 2015
 RE: Year End Budget Report - 2014

Park Fund # 11

REVENUE

- Real estate and other taxes fell slightly short of budget by 2.58 percent
- Charges for services, which includes rental income, exceeded the budget by 18.15 percent
- Recreational programs/miscellaneous income combined exceeded the budget by 46.79 percent
- Interest income only reached 13.59 percent of budget expectations
- ***Overall revenue ended the year meeting 99.86 percent of the budget***

EXPENSE

- Full and part-time salaries/benefits were underspent by 1.86 percent
- Commodities - gas, equipment maintenance and supplies - was over budget by 1.65 percent
- The Master Plan Improvements capital account contains Parkland Dedication funds that were transferred to this account for trail connection and other projects. Some trail projects were completed in house in 2014, but the objective for land purchase and grant matching funds was cancelled because the cost of completing this project exceeded budgeted funds. In house trail development replaced this objective and the remaining funds will be available in 2016 for budgeted projects. Only 18.09 percent of these funds were spent in 2014, leaving \$52,130 for future projects.
- ***Overall expenses ended the year underspent by 9.58 percent***

Aquatic Center Fund # 13 (Outdoor Pool)

REVENUE

- Charge for services - pool daily use and season passes - fell short of budget by 23.47 percent
- Miscellaneous income – concessions & locker rentals - fell short of budget by 15.89 percent
- Interest income fell short of budget by 45.90 percent
- ***Overall revenue ended the year meeting 81.22 percent of budget***

EXPENSE

- Part-time salaries/benefits was over budget by 6.16 percent
- Contractual services was underspent by 8.17 percent
- Commodities - chemicals, maintenance and supplies - was underspent by 7.04 percent
- ***Overall expenses ended the year underspent by .12 percent***

Community Center Fund # 15

REVENUE

- Charge for services fell short of budget by .27 percent. In this category the daily passes fell short by 12.67 percent, but annual memberships exceeded budget by 1.37 percent or \$8,591 over the year end budget projection
- Recreation programs fell short of budget by 4.81 percent. Coed volleyball and swim team fell short of expectations, but miscellaneous recreation programs exceeded budget expectations
- Miscellaneous income fell short of budget by 3.27 percent. The two main areas impacting this were personal training reduction and revenue decrease in activation fees
- Interest income fell short of budget by 81.81 percent
- Other revenue/transfer from other funds exceeded budget expectations by 82.30 percent with higher than anticipated sales tax collected in 2014 for the city
- ***Overall revenue ended the year exceeding the budget by 12.90 percent***

EXPENSE

- Administration – Full and part-time salaries/benefits were over budget by 6.71 percent
- Contractual services was under budget by 5.02 percent
- Commodities was under budget by 2.98 percent
- ***Overall administration was over budget by 2.60 percent***
- Aquatics – Full and part-time salaries/benefits were over budget by 10.72 percent
- Commodities was under budget by 1.81 percent
- ***Overall aquatics was over budget by 6.58 percent***
- Recreation Programs – Full and part time salaries/benefits were under budget by 5.98 percent
- Contractual services was under budget by 4 percent
- ***Overall recreation programs were under budget by 5.62 percent***
- Buildings and Grounds – Full and part time salaries/benefits were under budget by 2.28 percent
- Contractual services was over budget by 1.54 percent
- Commodities were under budget by 2.63 percent
- ***Overall buildings and grounds was over budget by .31 percent***
- ***Overall expenses ended the year exceeding the budget by .85 percent***
- ***Net gain for Community Center year end revenue over expenses is \$25,466***

Recommendation/Action Required

This memo was provided for your information only. Staff will be glad to answer any questions at the Park Board meeting.



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: February 6, 2015
SUBJECT: Used ATV Purchase Approval

Type of Item: *Report*

Discussion Item (ID # 1744)

Used ATV Purchase Approval

Attachments:

Used ATV Purchase Approval (PDF)

MEMO

TO: Park Board

CC: Mayor Wood, Keith Moody

FROM: Chris Deal, Parks & Recreation Director

DATE: February 5, 2015

RE: Perimeters for Used All Terrain Vehicle (ATV) to be purchased – Approval requested

As approved in the 2015 budget, the Parks & Recreation Department will be replacing the John Deere Gator (ATV) for ongoing maintenance and utility use within the department. Because this will be a used vehicle replacement, it is important for staff to have the approval of the Park Board so we can work within the perimeters as listed below in a timely manner for the best purchase price.

The recommended perimeters are:

- Approved budget is not to exceed \$7,900
- No more than 500 hours of use on the ATV
- No older than 2005
- 4 wheel drive
- 2 seat model with dumping bed
- Gasoline engine

Recommendation/Action Required

Staff requests Park Board approval to purchase a used ATV within the perimeters listed above. The existing John Deere Gator (ATV) will be sold separately.

Attachment: Used ATV Purchase Approval (1744 : Used ATV Purchase Approval)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: February 6, 2015
SUBJECT: HCC Membership Report

Type of Item: *Report*

Discussion Item (ID # 1745)

HCC Membership Report

Attachments:

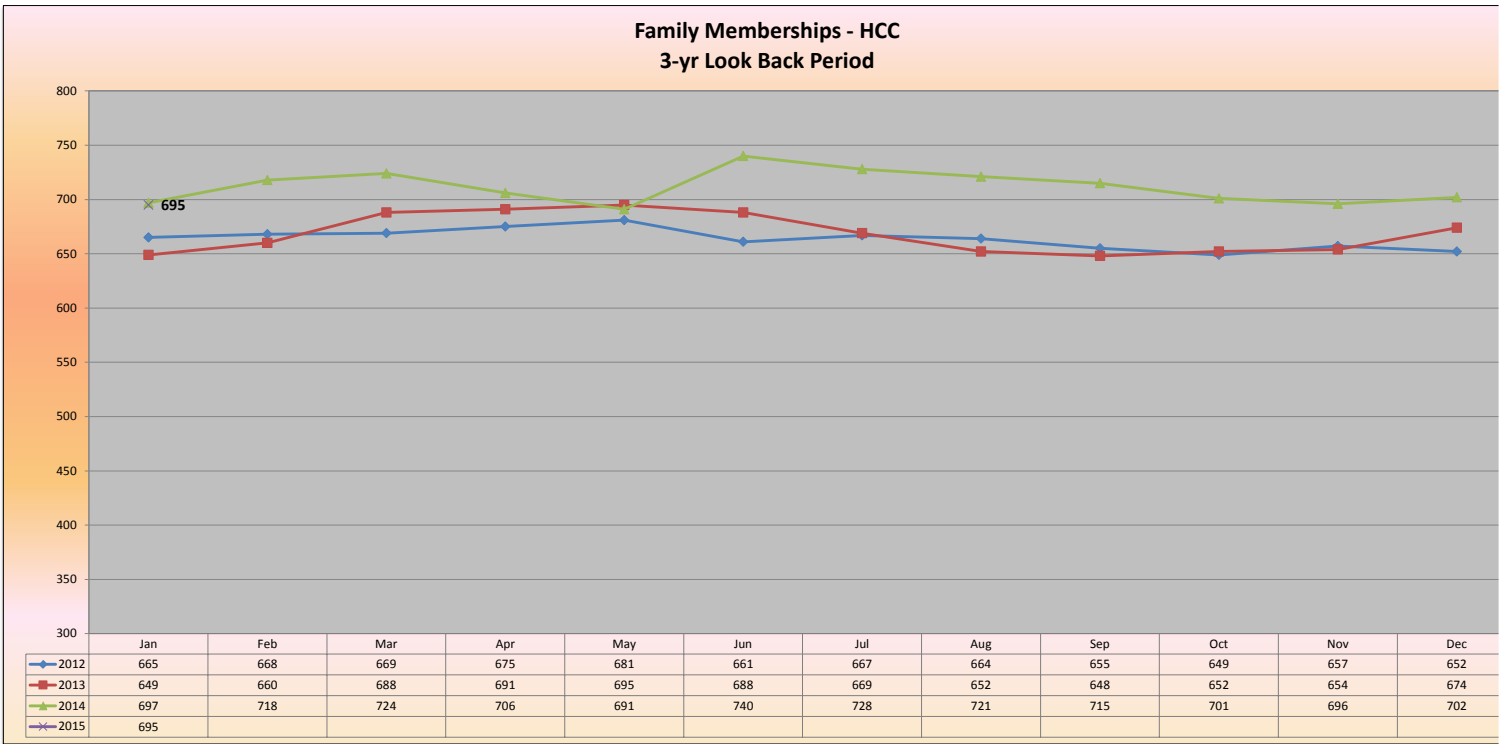
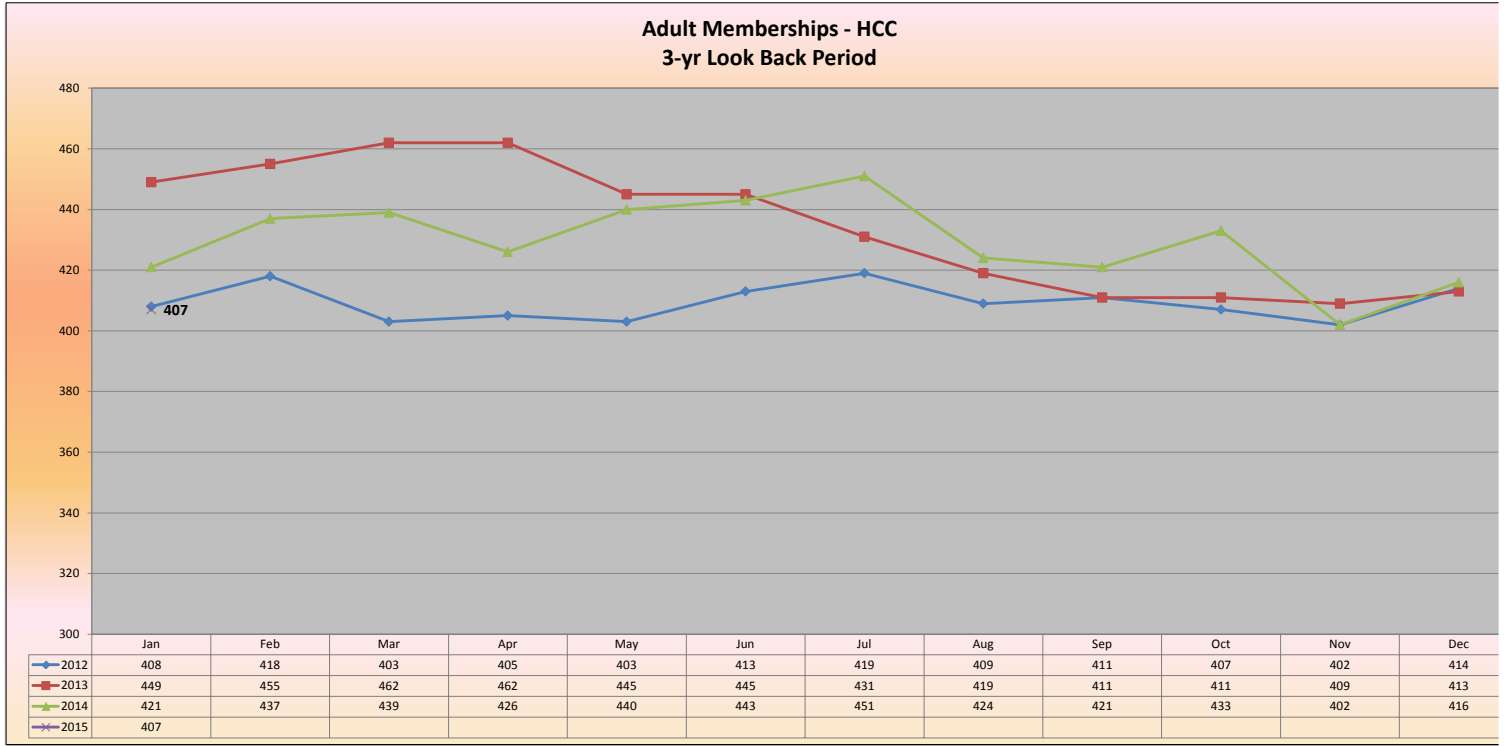
Membership Statistics - Chart(PDF)

HCC Membership Statistics - Graphs(PDF)

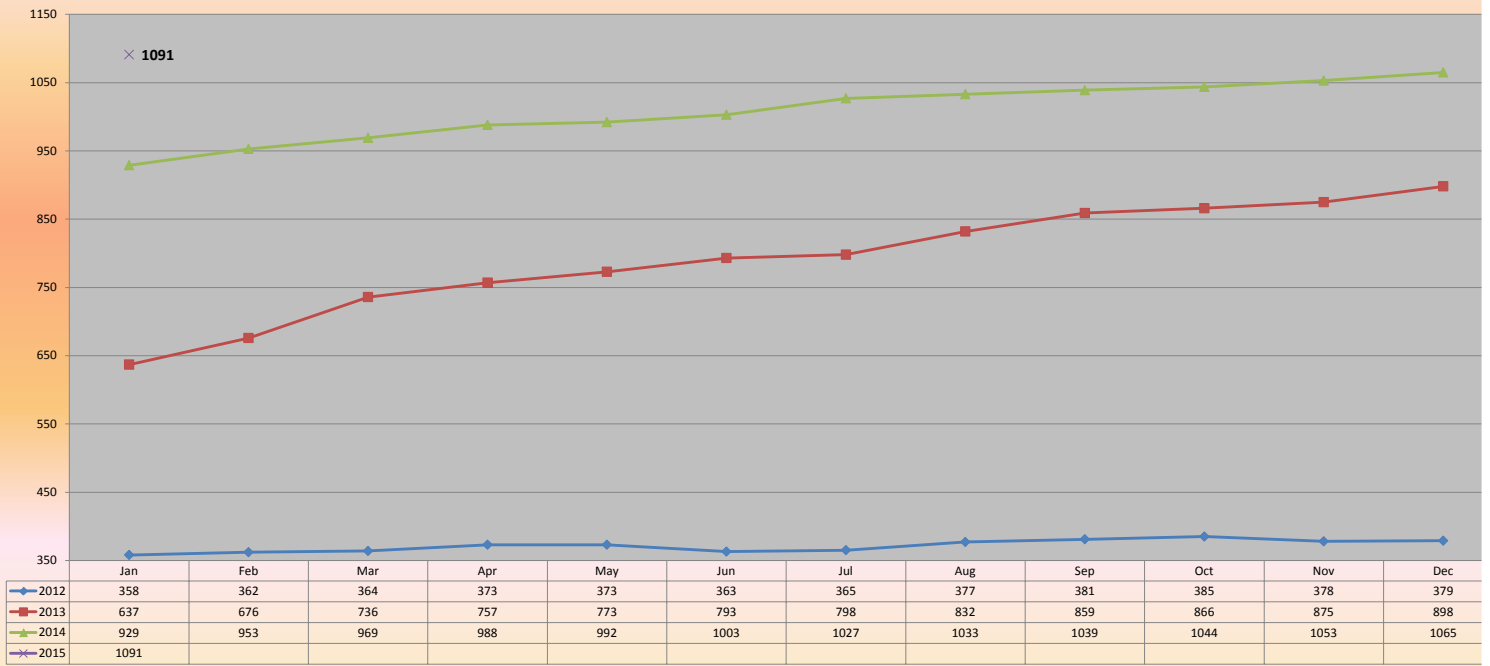
HPR Membership Tracking
3-Year Period
Park Board Meeting: February 10, 2015

Values																	
Month / Year	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																	
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
2015	381	26	0	695	0	19	1	0	213	1	115	762	0	57	0	4345	0
% Difference/yr	0.26%	-36.59%	0.00%	-0.29%	0.00%	26.67%	-50.00%	0.00%	-4.05%	-80.00%	4.55%	28.72%	0.00%	3.64%	0.00%	2.21%	0.00%
% Diff. Prev. Mo.																	
2013	4.96%	56.67%	0.00%	-3.71%	0.00%	0.00%	100.00%	0.00%	-1.71%	50.00%	5.66%	-47.48%	0.00%	-14.00%	0.00%	-11.72 %	0.00 %
2014	-3.55%	86.36%	0.00%	-0.71%	0.00%	-16.67%	100.00%	0.00%	0.91%	0.00%	-9.84%	-18.12%	0.00%	3.77%	0.00%	-1.96 %	0.00 %
2015	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00 %	0.00 %
Feb																	
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
2015																	
% 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 %
Mar																	
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
2015																	
% 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 %
Apr																	
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
2015																	
% 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 %
May																	
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
2015																	
% 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%	0.00%	-100.00 %	-100.00 %
Jun																	
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
2015																	
% 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 %
Jul																	
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
2015																	
% 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%	0.00%	-100.00 %	-100.00 %
Aug																	
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
2015																	
% Difference/yr	-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%	0.00%	-100.00 %	-100.00 %
Sep																	
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
2015																	
% Difference/yr	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00 %	-100.00 %
Oct																	
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
2015																	
% 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																	
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
2015																	
% 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																	
2013	383	30	0	674	0	14	1	0	234	2	106	556	0	50	0	4103	0
2014	394	22	0	702	0	18	1	0	220	0	122	723	0	53	0	4336	0
2015																	

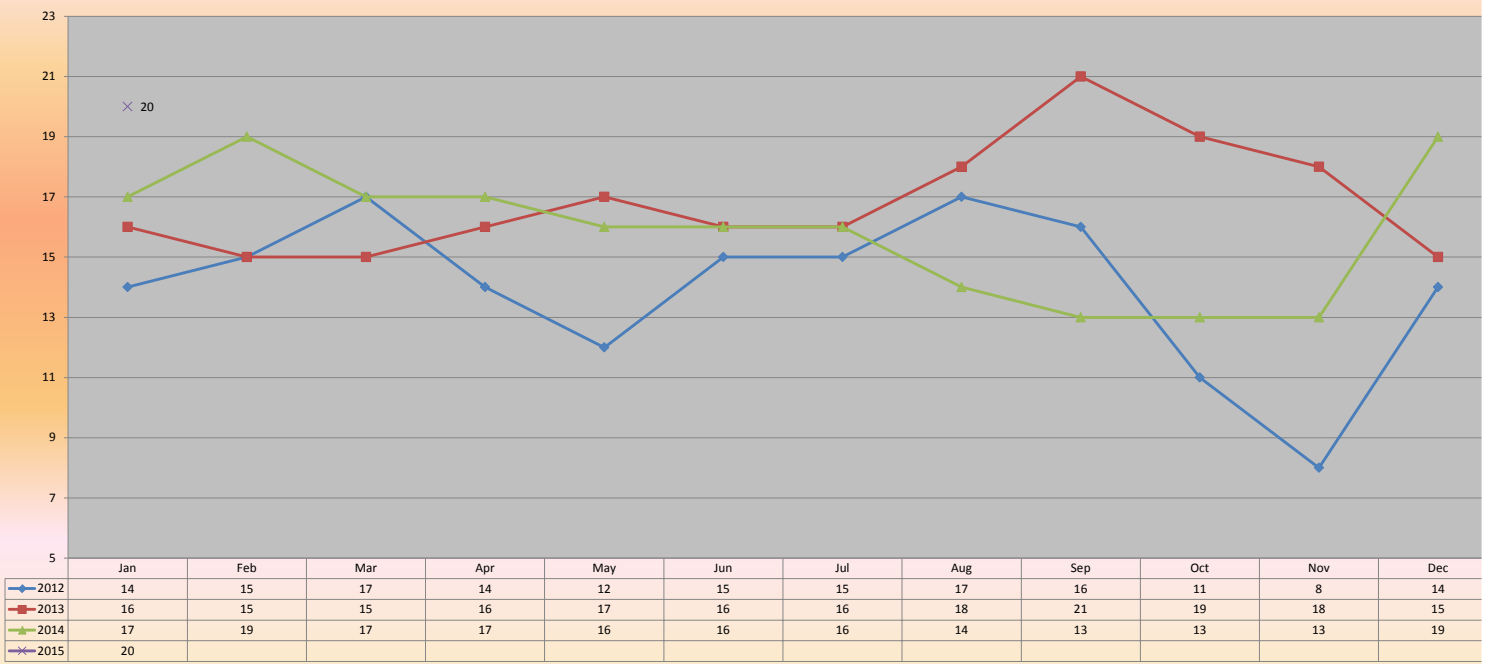
Attachment: Membership Statistics - Chart (1745 : HCC Membership Report)



Senior Memberships - HCC 3-yr Look Back Period



Youth Memberships - HCC 3-yr Look Back Period



Attachment: HCC Membership Statistics - Graphs (1745 : HCC Membership Report)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: February 6, 2015
SUBJECT: Month & YTD Financial Report

Type of Item: *Report*

Discussion Item (ID # 1746)

Month & YTD Financial Report

Attachments:

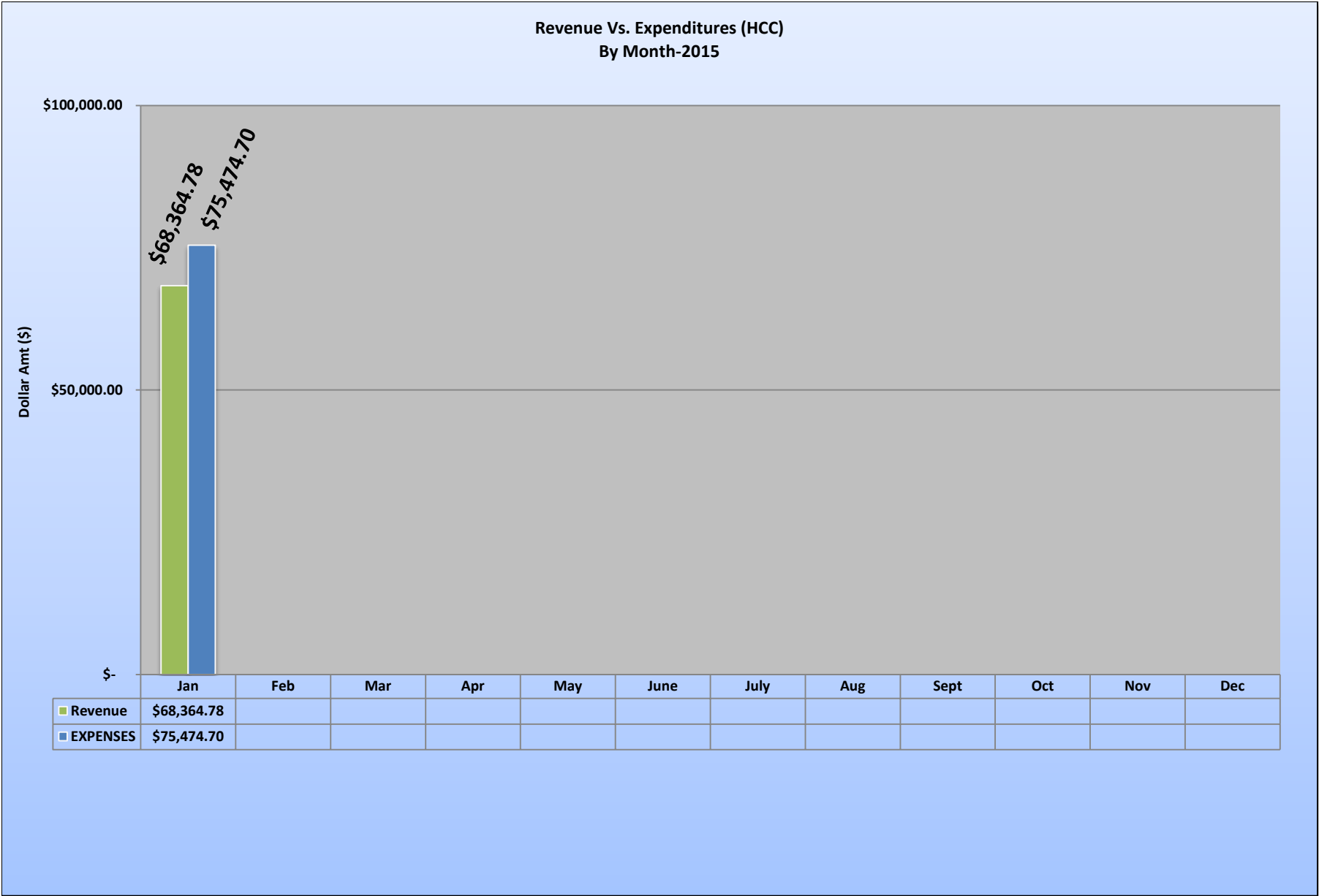
Revenue vs. Expenditures (PDF)

Utilities (PDF)

Parks Financials (PDF)

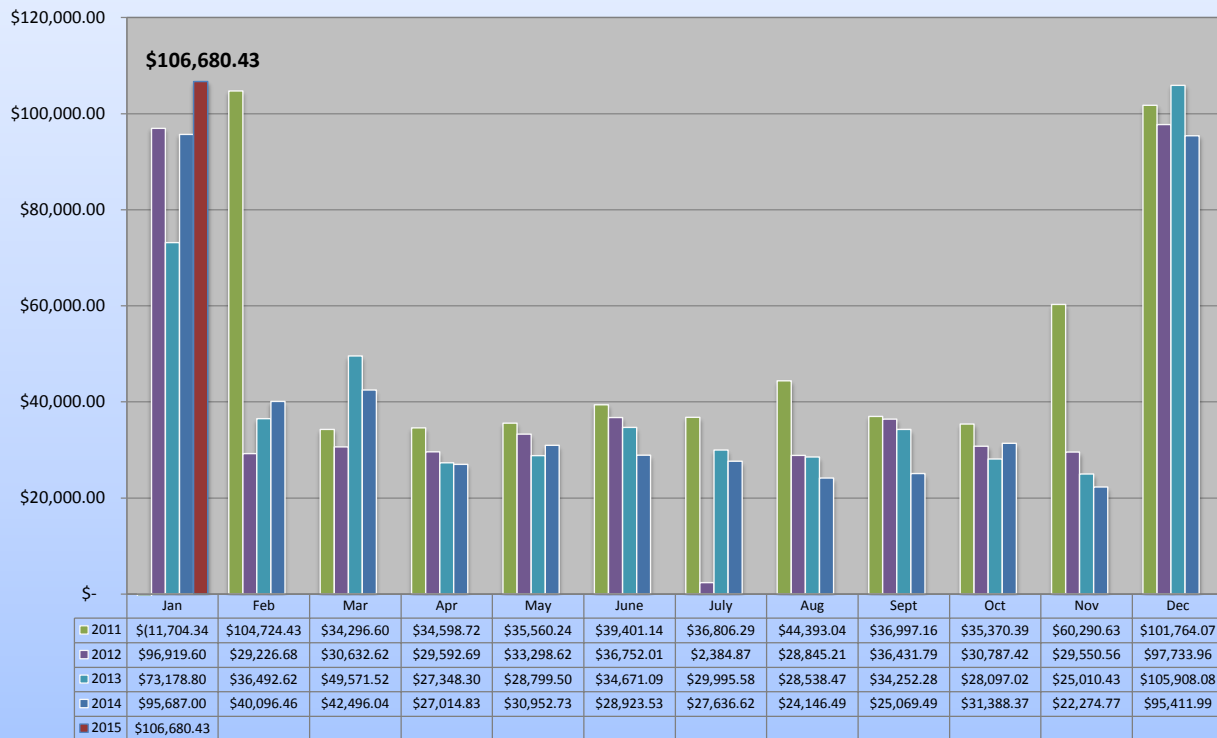
ODP Financials (PDF)

HCC Financials (PDF)

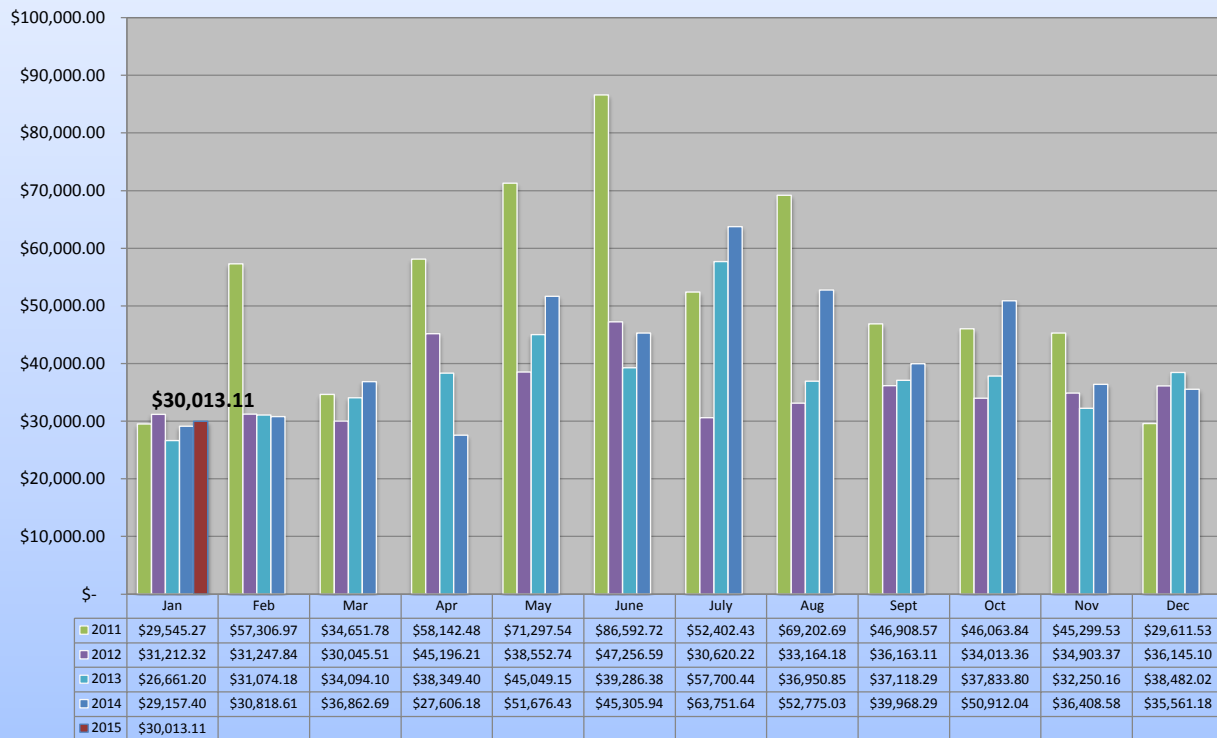


Attachment: Revenue vs. Expenditures (1746 : Month & YTD Financial Report)

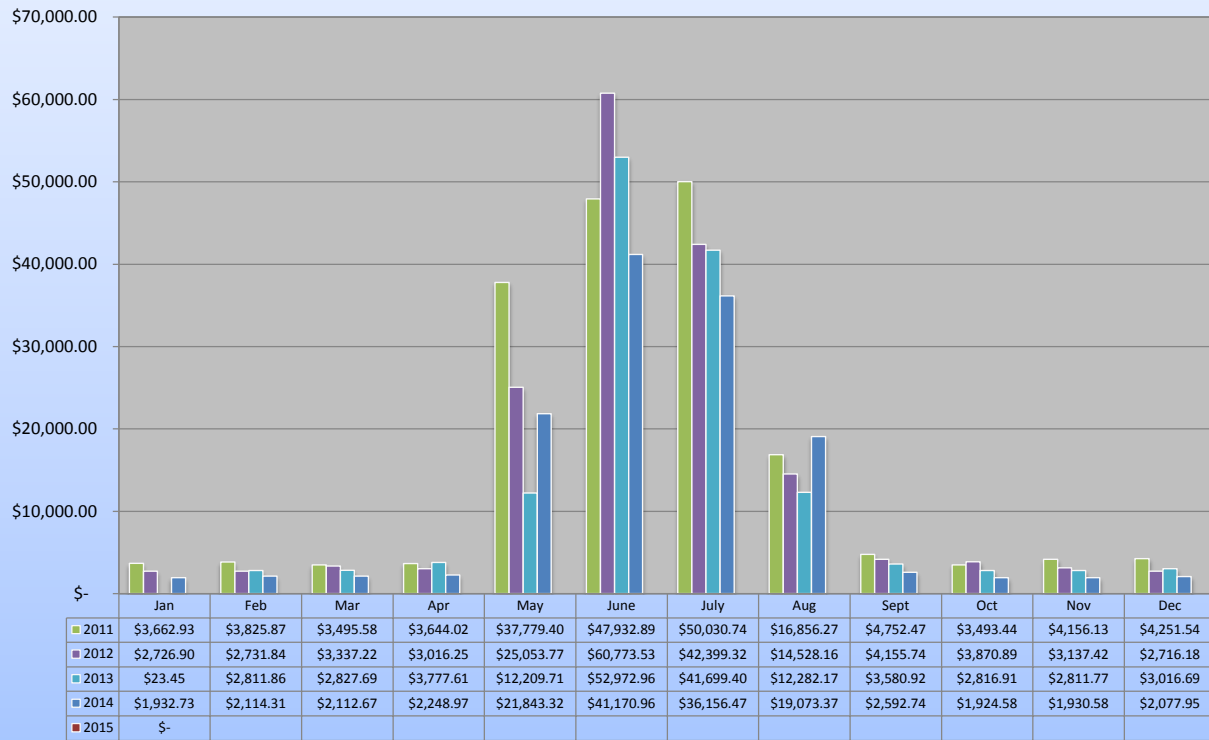
Revenue Over Time - Fund 11 (Parks)



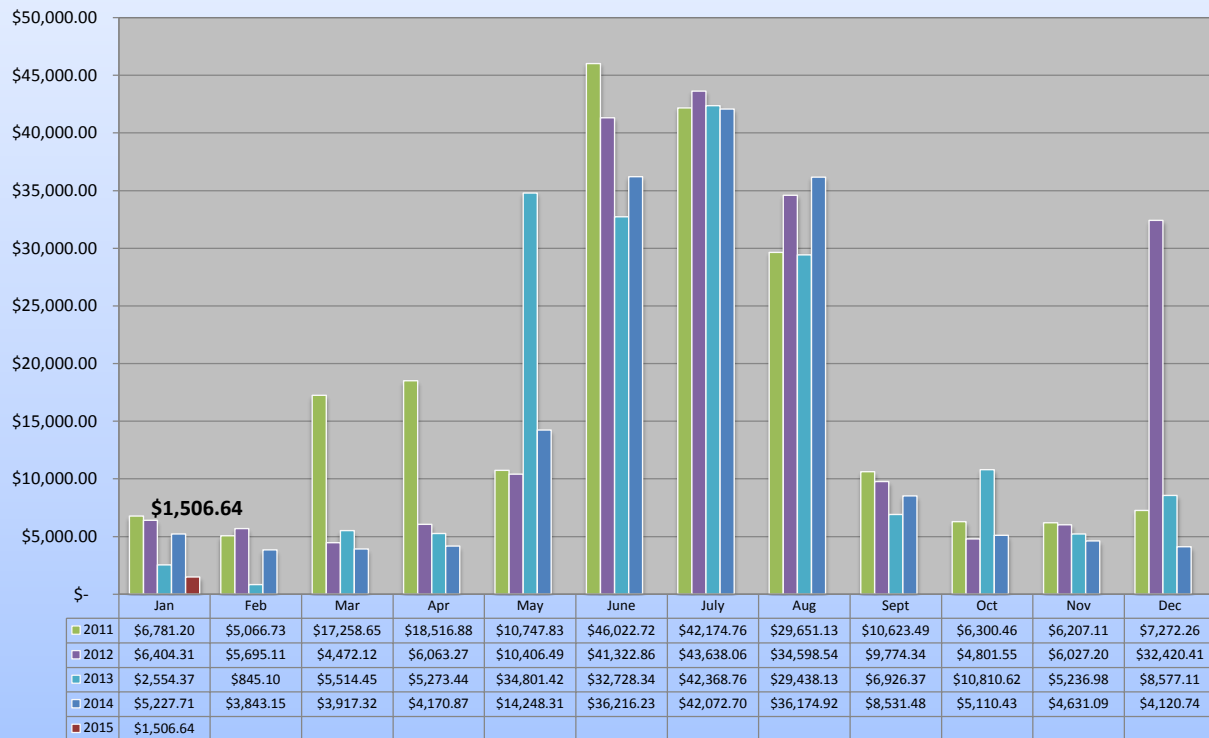
Expenses Over Time - Fund 11 (Parks)



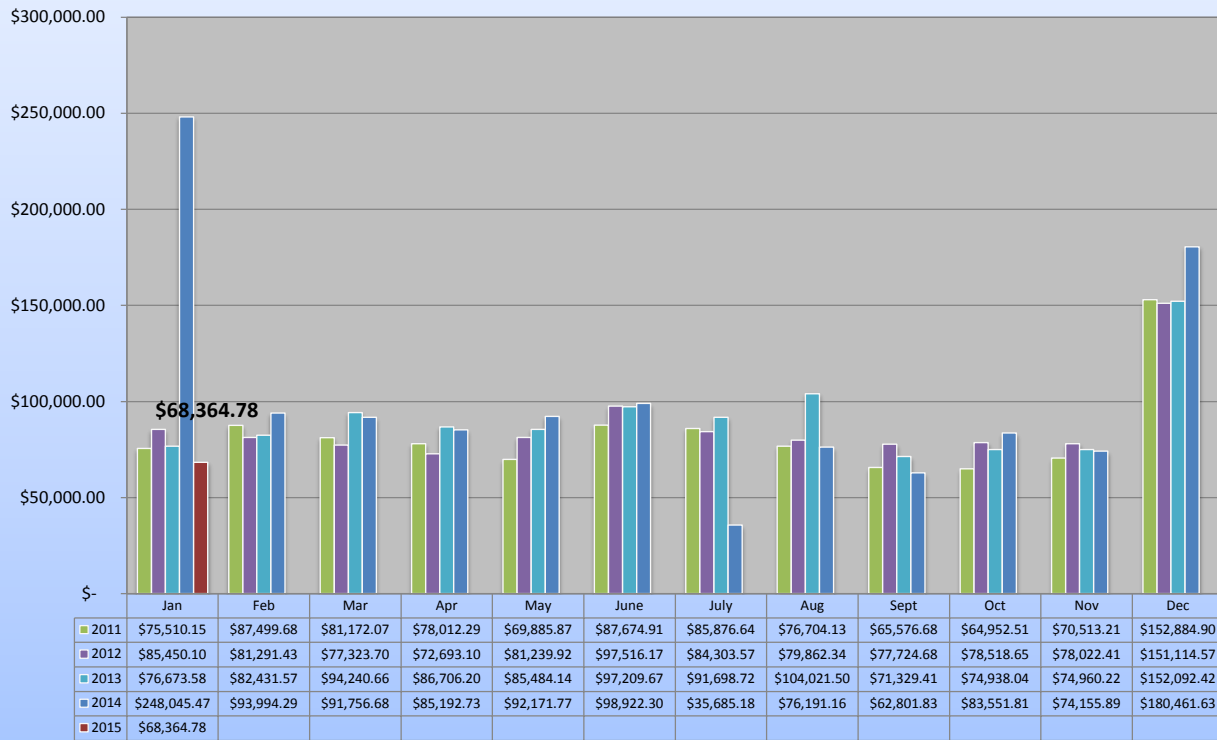
Revenue Over Time - Fund 13 (ODP)



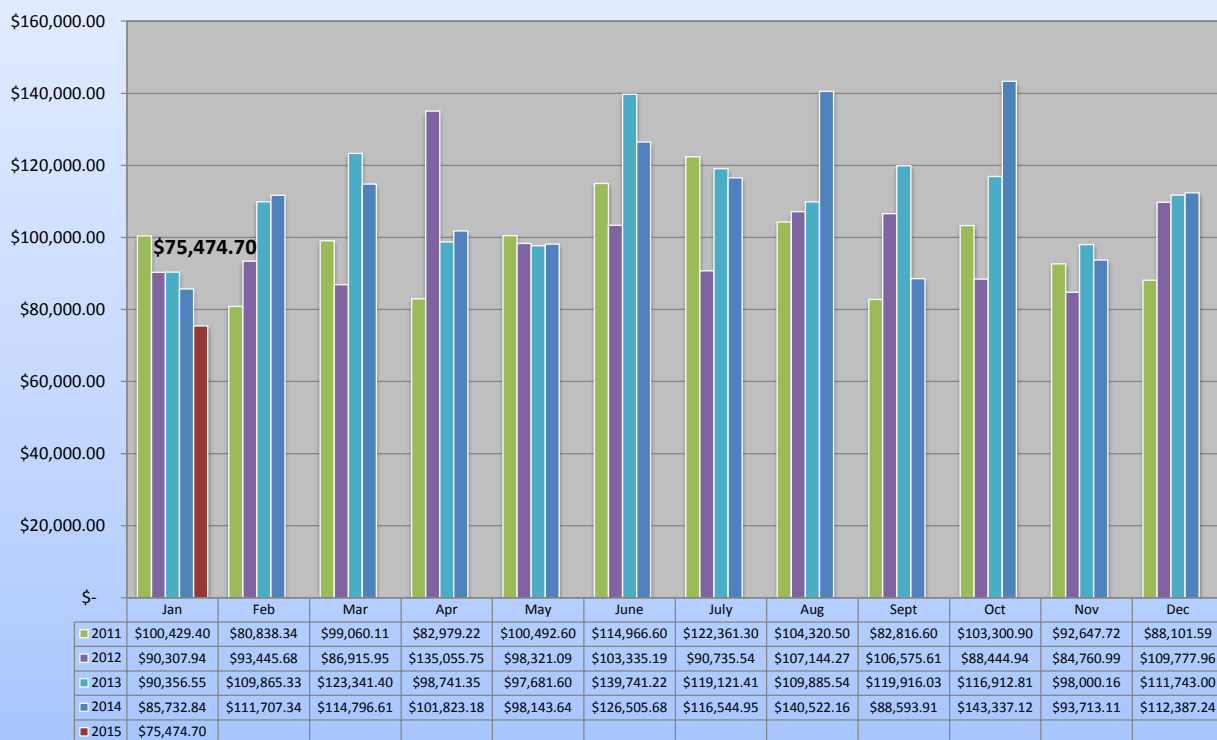
Expenses Over Time - Fund 13 (ODP)



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 #	2012	2013	2014	2015	Variance	% of Change		
Parks Revenue	Detailed Revenue	Taxes	Real Estate Taxes	11-5111	\$45,806.22	\$48,064.67	\$50,157.84	\$52,972.51	\$2,814.67	5.61%		
			Personal Property Tax	11-5112	\$10,840.44	\$10,097.27	\$8,418.74	\$16,217.54	\$7,798.80	92.64%		
			Merchants/Replacement Tax	11-5113	\$11,839.64	\$12,878.37	\$12,896.54	\$13,279.93	\$383.39	2.97%		
			Corporate/RR/Utility Tax	11-5117	\$0.00	\$1,063.39	\$1,247.33	\$1,644.17	\$396.84	31.82%		
			Financial Institution Tax	11-5121	\$531.09	\$0.00	\$529.64	\$0.00	-\$529.64	-100.00%		
		Charges for Service	Rental Income	11-5307	\$387.96	\$1,016.50	\$270.93	\$441.85	\$170.92	63.09%		
			Shooting Range Revenue	11-5309	\$206.00	\$100.00	\$110.00	\$115.00	\$5.00	4.55%		
			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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
			Recreational Programs	Misc. Recreation Programs	11-5418	\$0.00	\$0.00	\$715.00	\$555.00	-\$160.00	-22.38%	
			Misc. Income	Miscellaneous	11-5510	\$0.00	\$0.00	\$400.00	\$0.00	-\$400.00	-100.00%	
				Donations - Sound System	11-5514	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
				Auction & Surplus Sales	11-5535	\$500.00	\$901.99	\$0.00	\$3,700.00	\$3,700.00		
				Donations	11-5537	\$250.00	\$120.00	\$0.00	\$0.00	\$0.00		
			Intergovernmental	Grants & Entitlements	11-5626	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Interest	Interest Income	11-5815	\$0.00	\$0.00	\$2.23	\$8.18	\$5.95	266.82%	
			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	\$26,558.25	\$23,540.83	\$20,938.75	\$17,746.25	-\$3,192.50	-15.25%	
				Transfer from Other Funds	11-5931	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
		Parks Revenue Total					\$96,919.60	\$97,783.02	\$95,687.00	\$106,680.43	\$10,993.43	11.49%
		Parks Expenses	Park Maintenance	Personnel Services			\$20,231.26	\$18,764.28	\$18,671.14	\$21,528.57	\$2,857.43	15.30%
				Contractual Services			\$3,826.95	\$4,378.60	\$4,793.88	\$5,656.83	\$862.95	18.00%
Commodities				\$1,879.81	\$2,860.00	\$632.21	\$744.13	\$111.92	17.70%			
Other Charges				\$5,108.05	\$4,969.57	\$33,265.17	\$2,083.58	-\$31,181.59	-93.74%			
Capital Outlay				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Capital Projects				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Parks Expenses Total					\$31,046.07	\$30,972.45	\$57,362.40	\$30,013.11	-\$27,349.29	-47.68%		
Expenses Less Capital Projects					\$31,046.07	\$30,972.45	\$57,362.40	\$30,013.11	-\$27,349.29	-47.68%		

Total Variances	(Capital Projects removed from Expenses)	\$65,873.53	\$65,947.15	\$40,420.62	\$76,667.32	\$36,246.70	89.67%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	264.68%	278.47%	140.80%	158.18%	17.37%	12.34%

Fund		Parks - 11								
Rev./Exp.		(All)								
Title	Division	Section	Account Name	Account #	2012	2013	2014	2015	Variance	% of Change
Parks Revenue	Detailed Revenue	Other Rev. Sources/Trans	Transfer From General Fund	11-5930	\$26,558.25	\$23,540.83	\$20,938.75	\$17,746.25	-\$3,192.50	-15.25%
Parks Expenses	Park Maintenance	Other Charges	Office Facilities & Services	11-6-1125-0430	\$4,462.50	\$4,311.25	\$4,275.00	\$1,137.92	-\$3,137.08	-73.38%

Attachment: Parks Financials (1746 : 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 #	2012	2013	2014	2015	Variance	% of Change
▣ ODP Revenue	▣ Detailed Revenue	▣ Charges for Service	▣ Concessions Aquatic Center	13-5334	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			▣ Lifeguard Uniform Revenue	13-5337	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			▣ Pool Season Passes	13-5336	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			▣ Swimming Pool Use Fee	13-5333	\$0.00	\$3.00	\$0.00	\$0.00	\$0.00	
	▣ Misc. Income		▣ Miscellaneous	13-5510	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			▣ Donations	13-5537	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			▣ Taxable Miscellaneous	13-5509	\$0.00	\$1.85	\$0.00	\$0.00	\$0.00	
		▣ Interest	▣ Interest Income	13-5815	\$10.65	\$18.60	\$8.15	\$0.00	-\$8.15	-100.00%
			▣ Other Rev. Sources/Trans	▣ Transfer from Other Funds	13-5931	\$2,716.25	\$2,772.08	\$1,924.58	\$0.00	-\$1,924.58
ODP Revenue Total					\$2,726.90	\$2,795.53	\$1,932.73	\$0.00	-\$1,932.73	-100.00%
▣ ODP Expenses	▣ Aquatics Center	▣ Personnel Services			\$154.33	\$198.97	\$246.35	\$271.76	\$25.41	10.31%
					\$2,547.35	\$1,968.92	\$1,773.84	\$461.53	-\$1,312.31	-73.98%
					\$0.00	\$0.00	\$0.00	(\$300.00)	-\$300.00	
		▣ Other Charges			\$3,702.63	\$3,851.90	\$3,207.52	\$1,073.35	-\$2,134.17	-66.54%
					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		▣ Depreciation			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	▣ Capital Projects				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
ODP Expenses Total					\$6,404.31	\$6,019.79	\$5,227.71	\$1,506.64	-\$3,721.07	-71.18%
Expenses Less Capital Projects					\$6,404.31	\$6,019.79	\$5,227.71	\$5,227.71	\$0.00	0.00%

Total Variances	(Capital Projects removed from Expenses)	-\$3,677.41	-\$3,224.26	-\$3,294.98	-\$5,227.71	-\$1,932.73	58.66%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	0.35%	0.92%	0.35%	0.00%	-0.35%	-100.00%

Fund	ODP - 13									
Rev./Exp.	(All)									
Title	Division	Section	Account Name	Account #	2012	2013	2014	2015	Variance	% of Change
☐ ODP Revenue	☐ Detailed Revenue	☐ Other Rev. Sources/Trans	☐ Transfer from Other Funds	13-5931	\$2,716.25	\$2,772.08	\$1,924.58	\$0.00	-\$1,924.58	-100.00%
☐ ODP Expenses	☐ Aquatics Center	☐ Other Charges	☐ Office Facilities & Services	13-6-1124-0430	\$3,399.16	\$3,465.42	\$2,889.17	\$741.25	-\$2,147.92	-74.34%

Attachment: ODP Financials (1746 : 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 #	2012	2013	2014	2015	Variance	% of Change	
HCC Revenue	Detailed Revenue	Charges for Service	Alcohol Application Fees	15-5358	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Annual Memberships	15-5351	\$45,555.36	\$45,861.53	\$54,005.49	\$45,958.99	-\$8,046.50	-14.90%	
			Office Facilities & Services	15-5331	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Daily Passes	15-5350	\$5,652.00	\$5,689.50	\$6,174.00	\$7,307.00	\$1,133.00	18.35%	
			Overtime Fees	15-5356	\$45.00	\$105.00	\$45.00	\$42.00	-\$3.00	-6.67%	
			Room Rental	15-5354	\$3,089.50	\$2,516.50	\$3,559.57	\$3,965.00	\$405.43	11.39%	
			Senior Rent	15-5352	\$551.25	\$551.25	\$1,130.06	\$578.81	-\$551.25	-48.78%	
			Special Events	15-5355	-\$35.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Swim Team Rent	15-5353	\$3,020.00	\$2,025.00	\$1,350.00	\$0.00	-\$1,350.00	-100.00%	
			Tot Watch Fees	15-5359	\$385.40	\$216.00	\$223.00	\$280.00	\$57.00	25.56%	
			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	\$0.00	
			Coed Softball	15-5413	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Coed Volleyball	15-5411	\$2,425.00	\$2,537.55	\$1,400.04	\$1,233.20	-\$166.84	-11.92%	
			Dodgeball	15-5419	\$750.00	\$372.00	\$0.00	\$0.00	\$0.00		
			Dog Obedience	15-5401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Fitness Classes	15-5421	\$3,296.65	\$1,973.85	\$3,024.68	\$2,049.31	-\$975.37	-32.25%	
			Lifeguard Training	15-5425	\$110.05	\$35.00	\$1,035.36	\$0.00	-\$1,035.36	-100.00%	
			Men's 5 on 5 Basketball	15-5417	\$800.00	\$0.00	\$1,500.00	\$0.00	-\$1,500.00	-100.00%	
			Men's Softball	15-5414	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Misc. Recreation Programs	15-5418	\$5,155.00	\$4,898.25	\$5,378.70	\$2,832.65	-\$2,546.05	-47.34%	
			Sand Volleyball	15-5412	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Swim Lessons	15-5423	\$454.39	\$380.00	\$182.19	\$155.01	-\$27.18	-14.92%	
			Swim Team	15-5426	\$8.18	\$475.00	\$268.76	\$86.25	-\$182.51	-67.91%	
			Water Aerobics	15-5422	\$447.89	\$355.54	\$170.50	\$110.00	-\$60.50	-35.48%	
			Women's Volleyball	15-5420	\$1,225.00	\$1,400.00	\$1,283.34	(\$175.00)	-\$1,458.34	-113.64%	
			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	\$1,530.00	\$2,100.00	\$1,740.00	\$1,690.00	-\$50.00	-2.87%	
			Miscellaneous	15-5510	\$464.00	\$194.00	\$421.00	\$225.00	-\$196.00	-46.56%	
			Cancellation Fee	15-5522	-\$25.00	-\$150.00	-\$25.00	\$0.00	\$25.00	-100.00%	
			Donations	15-5537	\$0.00	\$0.00	\$0.00	\$1,780.00	\$1,780.00		
			Massage Therapist	15-5523	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			On-Site Sales Commission	15-5519	\$74.52	\$86.40	\$164.80	\$80.80	-\$84.00	-50.97%	
			Personal Trainer	15-5521	\$218.00	\$4,997.00	\$3,008.00	\$104.00	-\$2,904.00	-96.54%	
			Preferred Vendors	15-5515	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Short & Over	15-5516	-\$1.85	-\$25.10	\$3.00	\$0.00	-\$3.00	-100.00%	
			Sponsors	15-5520	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Taxable Misc.	15-5509	\$0.00	\$3.70	\$33.37	\$59.32	\$25.95	77.76%	

Attachment: HCC Financials (1746 : 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	\$29.68	\$75.61	\$75.61	\$2.44	-\$73.17	-96.77%	
			☐ 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	\$10,200.08	\$10,083.33	\$161,894.00	\$0.00	-\$161,894.00	-100.00%	
HCC Revenue Total					\$85,450.10	\$86,756.91	\$248,045.47	\$68,364.78	-\$179,680.69	-72.44%	
☐ HCC Expense	☒ Administration				\$40,992.34	\$51,473.60	\$39,128.15	\$29,857.62	-\$9,270.53	-23.69%	
	☒ Aquatics Center				\$10,277.31	\$6,271.27	\$6,043.40	\$10,722.09	\$4,678.69	77.42%	
	☒ Recreation Programs				\$14,714.18	\$13,494.78	\$15,117.96	\$12,256.24	-\$2,861.72	-18.93%	
	☒ Building & Grounds				\$24,224.11	\$31,721.07	\$25,443.33	\$22,638.75	-\$2,804.58	-11.02%	
	☒ Capital Projects				\$8,148.50	\$0.00	\$0.00	\$0.00	\$0.00		
HCC Expense Total					\$98,356.44	\$102,960.72	\$85,732.84	\$75,474.70	-\$10,258.14	-11.97%	
Expenses Less Capital Projects						\$90,207.94	\$102,960.72	\$85,732.84	\$75,474.70	-\$10,258.14	-11.97%

Total Variances	(Capital Projects removed from Expenses)	-\$4,757.84	-\$16,203.81	\$162,312.63	-\$7,109.92	-\$169,422.55	-104.38%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	97.25%	84.86%	114.86%	94.11%	-20.75%	-18.06%

Fund	HCC - 15									
Rev./Exp.	(All)									
Title	Division	Section	Account Name	Account #	2012	2013	2014	2015	Variance	% of Change
☐ HCC Revenue	☐ Detailed Revenue	☐ Other Rev. Sources/Trans	☐ Transfer from Other Funds	15-5931	\$10,200.08	\$10,083.33	\$161,894.00	\$0.00	-\$161,894.00	-100.00%
☐ HCC Expense	☐ Administration	☐ Other Charges	☐ Office Facilities & Services	15-6-0103-0430	\$12,828.33	\$12,604.17	\$10,725.42	\$2,830.42	-\$7,895.00	-73.61%

Attachment: HCC Financials (1746 : Month & YTD Financial Report)