



**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
SEPTEMBER 8, 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 - August 11, 2015**
- V. Parks and Recreation Department**
 - 1. Director Report - Month End Report**
 - 2. HCC & ODP Membership Report**
 - 3. Month & YTD Financial Report**
- VI. Other Business**
- VII. Adjourn to Executive Session**
- VIII. Adjourn from Regular Session**
- IX. Action Items**

Posted on City Hall Bulletin Board this 3rd day of September

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: September 2, 2015
SUBJECT: Park Board Minutes - August 11, 2015

Type of Item: *Approval*

1. Action Item (ID # 2010)

Park Board Minutes - August 11, 2015

Attachments:

August 11, 2015 (PDF)

**HARRISONVILLE PARK BOARD MINUTES
HARRISONVILLE COMMUNITY CENTER**

**August 11, 2015
6:00 P.M.**

CALL TO ORDER: The regularly scheduled meeting of the Harrisonville Park Board was called to order at 6:01 p.m. by Chairman Brent Caruthers.

MEMBERS PRESENT: Chairman Brent Caruthers, David Atkinson, Julie Weedman, Cathy Faris, Don Allen, Dr. Martin Parks (arrived at 6:21pm), Phil Rogers & Clint Miller

ABSENT: Ed Roberts

OTHER PRESENT: Mayor Brian Hasek, Parks & Recreation Director Chris Deal, Assistant Parks & Recreation Director Wendy Hershberger, Recreation Coordinator of Member Services Amy Fuller

PUBLIC PARTICIPATION: NONE

CEREMONIAL MATTERS: NONE

APPROVAL OF MINUTES: Chairman Brent Caruthers asked for a motion to approve the minutes from the July 7, 2015 regular session. Mr. Atkinson moved to approve the minutes of the July 7, 2015 Park Board meeting as written. The motion was seconded by Mr. Allen and approved unanimously by a voice vote of those present, 7-0.

DIRECTOR'S REPORT:

Director Deal stated that this year's golf tournament had a total of 7 teams playing and acquired 20 sponsors making around \$2,100 net after expenses that went into the Harrisonville Parks & Recreation Foundation. This now brings the total in the HPR Foundation fund to approximately \$8,200.

Mr. Atkinson inquired about receiving a statement from the foundation regarding the total amount in that account. Director Deal stated that he will request to have a fund summary report regarding the names of the donors and the amounts received.

Director Deal thanked staff for all their support for this year's golf tournament following with a special thank you to Ms. Faris for providing 1/3 of the all sponsorships received.

ADMINISTRATIVE FEE HISTORY:

Director Deal stated that City Administrator Keith Moody requested to have information included in the report regarding of the history of the Administrative Fee. Director Deal stated that the information provided starts from the year 2000 through 2015 and includes the administrative fee history for the Park Fund, Aquatic Fund, and the Community Center Fund.

Chairman Caruthers requested to have the Park Board review this report, and asked if anyone has any questions regarding the history of the fee at this time.

2016 PROPOSED BUDGET:

Referring to the concessions reports & research included in the packet, Director Deal stated that staff conducted research on the how concessions are handled at other Outdoor pool facilities in the area. Based on information provided by nine other pool facilities staff found that all of them operate with a traditional concession stand that is similar to ours with none of them operating with vending machines only. Director Deal stated that having a traditional concession stand is as positive experience for our members, patrons and staff and something we should continue to provide.

Mr. Atkinson stated that from the last meeting a question had been asked inquiring about providing concessions during morning swim meets at the outdoor pool. Mr. Atkinson stated that from speaking

with another individual that has been involved with swim teams, that no other locations currently provide city run concessions during those meets.

Assistant Director Hershberger stated that going forward for next year we would like to consider providing concessions during the mornings for swim meets with breakfast type foods and drinks.

Referring to the 2016 Budget Summary Sheet Director Deal reviewed information with the Park Board regarding the Park Fund, Aquatic Center Fund, and the Community Center fund in regards to revenue and expense projections and also the current balance in the Fund Balance.

Director Deal stated that staff is recommending approval from the Park Board regarding the 2016 Budget Proposed Budget before submitting to the Mayor and Board of Alderman for approval.

Director Deal asked if there were any questions or concerns from the Park Board members regarding the 2016 Budget Summary Sheet.

Mr. Miller made a motion to approve the 2016 Proposed Budget. The motion was seconded by Ms. Faris and approved unanimously by a voice vote of those present, 8-0.

HCC & ODP MEMBERSHIP REPORT:

Assistant Director Hershberger stated that the new Fall Youth Baseball / Softball Program was successful with registration and will proceed. Assistant Director Hershberger stated that we will be hosting a Doggie Dive on Tuesday, September 8th to help close the summer season of the outdoor pool for this year and added that our last Summer Movie Series in the Park will wrap up on Friday, August 21st.

MONTH & YTD FINANCIAL REPORT:

Assistant Director Hershberger reported:

HCC FUND:

- HCC Overall Revenue is down as compared to this time last year
 - o Part of this revenue reduction is due to the adjustment in the General Fund transfer
 - o Fitness class revenue is down as compared to this same time last year – Due to more free class offerings for HCC members and less participation in the fee based classes
 - o Personal training revenue is down - Due to loss of highly successful trainer who brought clients from out of town to the facility
- Day pass revenue up as compared from this same time last year
- Rental revenue up as compared from this same time last year
- Swim lesson revenue up as compared from this same time last year
- HCC Overall Expenses are also down as compared to this time last year

PARK FUND:

- Parks Overall Revenue is down slightly as compared to this same time last year
 - o Part of this revenue reduction is due to the adjustment in the General Fund transfer
- Parks Overall Expenses are down as compared to this same time last year

OUTDOOR POOL FUND:

- ODP Overall Revenue is down as compared to this same time last year due to inclement weather in which the pool was unable to open for several days at the start of this season
- Outdoor Pool Day pass revenue up as compared from this same time last year
- ODP Overall Expenses are also down as compared to this same time last year
- Cost recovery rate for the OPD year to date is at 102%

OTHER BUSINESS:

Mrs. Faris stated that this year's golf tournament went great!

Dr. Parks stated that he is in full support of the Harrisonville Parks & Recreation Department and staff.

Mr. Miller and Mr. Rogers shared their appreciation of the Harrisonville Parks & Recreation Department and staff.

Dr. Parks also mentioned that if possible we should consider adding Dippin' Dots to the ODP concessions menu.

Mayor Brian Hasek stated that the Parks & Recreation Staff are and have been doing a wonderful job with the budget they have to work with and to keep up the good work!

ADJOURN

A motion to adjourn the meeting of the Park Board was made by Mr. Miller, seconded by Mr. Allen and approved unanimously by a voice vote of those present, 8-0. The meeting adjourned at 6:45 p.m. The next meeting is scheduled for September 8, 2015 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 September, 2015.

Attachment: August 11, 2015 (2010 : Park Board Minutes - August 11, 2015)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: September 2, 2015
SUBJECT: Director Report - Month End Report

Type of Item: *Report*

1. Discussion Item (ID # 2011)

Director Report - Month End Report

Attachments:

August 2015 Monthly Report (PDF)

August
2015

Monthly Report – Harrisonville Parks & Recreation

Membership Statistics:

- **Total HCC Memberships** = 2,302 (Up by 2% from this time last year, which equates to 51 more new memberships)
- **Total Number of HCC Members** = 4,398 (Up by less than 1% from this time last year; 35 more members)
- **Total Members** for the Community Center decreased by 50 members in the month of August from last month, which is our pattern going into the start of the school year in the fall - Membership renewals & new memberships will likely pick back up again in the winter especially in Dec. during our annual promotional membership drive
- **Total ODP Memberships** = 151 (Remained down by 35 memberships from this time last year due to the slow start to the season caused by inclement weather)
- **Total Number of ODP Members** = 609 (Remained down by 116 members from this time last year again due to the slow start to the season caused by inclement weather)
 - o There was a significant increase in revenue from our day pass sales at the ODP as outlined below that more than offset our season pass membership revenue losses this year
- **Total Monthly Visits (HCC)** = 8,258
- **Most Popular Day (HCC)** = Wednesday, August 5th (419 Visits)
- **Total Monthly Visits (ODP)** = 3,380
- **Most Popular Day (ODP)** = Saturday, August 1st (273 Visits)

August Financials (Figures are year-to-date):

- **Community Center Overall Revenue down** by \$247,936.78, 30.16% from this time last year
 - o Again due in large part to the loss of the general fund transfer in, which totaled \$203,729.00 at this time last year, but is also again due to less revenue in annual memberships, fitness classes, misc. rec programs & personal training ytd. as detailed below
- **Community Center Overall Expenses also down** by \$118,185.29, 13.19% from this time last year
 - o Also due in large part to the reduction in the admin. fee, which totals \$63,160.00 less in expenses than at this time last year, but is also due to less expenses to date in the bond interest expense for the Community Center (less \$9,465.50) & less expenses in utilities & chemicals over last year that were higher due to the indoor pool leak
- **Cost Recovery for Community Center ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects)** = 76.03%
 - o **Daily Passes** = \$43,514.27 (Up \$6,377.27, 17.17% from 2014)
 - o **Room Rental** = \$27,998.75 (Up \$448.44, 1.63% from 2014)
 - o **Special Events** = \$2,725 (Up \$995.00, 57.51% from 2014)
 - o **Coed Volleyball** = \$3,640.00 (Up \$490.00, 15.56% from 2014)
 - o **Men's 5 on 5 Basketball** = \$3,812.00 (Up \$562.00, 17.29% from 2014)

Attachment: August 2015 Monthly Report (2011 : Director Report - Month End Report)

August
2015

Monthly Report – Harrisonville Parks & Recreation

- o **Swim Lessons** = \$10,785.21 (Up \$2,406.92, 28.73% from 2014)
- o **Annual Membership** revenue is down by \$12,619.35, 3.25% from this time last year.
 - As stated previously we anticipate collecting a significant portion of this loss in December during our annual membership drive promotion. Our revenue ytd. still remains higher however than at this time in 2012 & 2013.
- o **Fitness Classes Revenue** = \$14,913.31 (Down by \$5,038.87, 25.25% from 2014) again most likely due to the addition of free class offerings for HCC members
- o **Misc. Rec. Programs** = \$56,385.74 (Down by \$6,771.95, 10.72% from 2014) again most likely in part due to the change in our accrual process for Youth Basketball over the prior yr. as previously discussed, but also due to less participation in some rec. programs, including most notably a decrease in participation in our Summer Camp program this year despite adding in additional field trip options & hiring a new Summer Camp Coordinator who has contributed greatly to more structure & enhanced activities for all participants – Survey results from parents of program participants were all strongly positive about this year's summer camp program calling it "the best year ever"
- o **Women's Volleyball** revenue is down by \$2,858.32 as compared to last year due to less interest in this program in the first half of this year – therefore 2 sessions did not go – hopeful this program will pick back up in the fall
- o **Activation Fee** = \$8,080.00 (Down by \$1,310.00, 13.95% from 2014) due to a reduction in new memberships as compared to this time last year
- o **Miscellaneous Revenue** = \$1,293.92 (Down by \$3,636.80, 73.76% from 2014) due to lower collection of NSF (overdraft) fees charged ytd & the timing of revenue collection for Youth Basketball sponsorships as compared to last year
- o **Personal Training** = \$6,548.00 (Down by \$22,353.00, 77.34% from 2014)
 - As previously discussed this is due to the loss of a highly successful personal trainer at the beginning of this year who had been bringing out of town clients to the facility
 - We do however continue to have more revenue in this account ytd. than before that trainer came to the facility in 2012
- **ODP Overall Revenue up** by \$2,800.13 as compared to this time last year
 - o This is an outstanding showing in revenue considering the very slow start to the summer season as well as the reduction in the general fund transfer in of \$15,396.64 that was received at this same time last year
- **ODP Expenses are also down** by \$7,961.69, 5.46% from this time last year due to the reduction of the admin. fee & reduced staffing costs ytd.

Attachment: August 2015 Monthly Report (2011 : Director Report - Month End Report)

August
2015

Monthly Report – Harrisonville Parks & Recreation

- **Cost Recovery for ODP ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects) = 92.52%**
 - o **ODP Pool Season Passes** = \$19,888.00 (Down by \$3,089.00, 13.44% from 2014)
 - o **ODP Swimming Pool Use Fee** = \$69,183.00 (Up by \$10,721.45, 18.34% from 2014)
 - o **ODP Miscellaneous** = \$12,019.28 (Up by \$7,406.28, 160.55% from 2014) due to AquaCats Summer Swim Team related revenue
 - o **ODP Taxable Miscellaneous (Concessions)** = \$28,157.65 (Up by \$3,732.86, 15.28% from 2014)
- **Parks Overall Revenue up** by \$32,745.18, 10.33% from this time last year due to revenue gains in our tax collections as well as increases in our ballfield concessions revenue & our misc. rec. program revenue related to the addition of the Fall Youth Baseball/Softball league this year
- **Parks Expenses also down** by \$26,234.43, 7.13% from this time last year due in large part to the reduction of the admin. fee
- **Cost Recovery for Parks ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects) = 48.84%**
 - o **Parks Real Estate Taxes** = \$60,880.19 (Up \$3,113.28, 5.39% from 2014)
 - o **Parks Personal Property Tax** = \$21,845.15 (Up \$6,841.76, 45.60% from 2014)
 - o **Parks Rental Income** = \$10,576.45 (Up \$982.91, 10.25% from 2014)
 - o **Concessions Ball Field Taxable** = \$6,714.81 (Up \$1,279.03, 23.53% from 2014)
 - o **Parks Misc. Rec Programs** = \$43,542.00 (Up \$7,610.50, 21.18% from 2014)
 - o **Parks Misc. Income** = \$7,607.09 (Down \$1,758.78, 18.78%) due to
 - o **Parks Personnel Services up** by \$5,328.78, 2.70% from 2014 again due to budgeted differences in the salary splits for this year as well as rate increases for full-time Parks staff members
 - o **Parks Contractual Services up** by \$3,590.22, 6.25% from 2014 due to some increased costs for contractual services this year, including portable toilets throughout the parks
 - o **Parks Other Charges down** by \$53,147.36, 77.17% from 2014, again due to the reduction in the admin. fee this year

Business & Marketing

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

- Created flyers for upcoming 2015 Fall Health & Wellness Fair to be held on Thurs., Sept. 17th, Fall Youth Basketball, Fall Swim Team Conditioning, Fall Swim Lessons, Membership Appreciation Day to be held on Sat., Sept. 26th & for our new Group Personal Training fitness offering
- Created and mailed out Youth Basketball promotional postcard to all past youth sports program participants

Attachment: August 2015 Monthly Report (2011 : Director Report - Month End Report)

August
2015

Monthly Report – Harrisonville Parks & Recreation

- Distributed flyers for Girls Youth Volleyball (Grades 4th-8th) program to all girls at HMS & McEowen
- Updated lobby power point to include info. about the activities & program offerings above
- Created high-quality September 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
- 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 1,818 followers with continual growth and interaction on the page daily!**) & Twitter to inform our community about our programs and activities

Fitness

Staff spent time marketing & promoting our upcoming Free Fall Health & Wellness Fair to be held on Thurs., Sept. 17th & our "Fall Back Into Fitness" Membership Appreciation event to be held on Sat., Sept. 26th. Staff also spent time developing a new Group Personal Training Fitness program that will be offered for the first time this month. Additional items to report:

- Personal Training Revenue: \$617.00
- Group Fitness Revenue for Summer Session II (8/10/15-9/20/15) : \$2,504.20
- Total # of Group Fitness classes: 21
- Total # of Group Fitness Registrants: 172
- Youth Fitness Orientations Completed: 3
- Complimentary Fitness Orientations Completed: 7

Parks

Staff spent time working on the ballfields to fill in low spots in preparation for Fall Youth Baseball/Softball games & Fall Adult leagues. In addition staff also spent time:

- Trimming trees & mowing
- Watering the fields
- Spraying the fence lines for weeds
- Working on various equipment maintenance
- Weeding & watering the flower beds

Community Center & Outdoor Pool Maintenance

Staff spent time repairing fitness equipment at HCC. Staff also spent time:

- Repairing holes in the pool floor at the Outdoor Pool & repairing the play feature
- Scheduling for necessary pump repairs at the Outdoor Pool when the pool closes for the season

**August
2015**

Monthly Report – Harrisonville Parks & Recreation

- Greasing the pumps & changing the chemical pumps at both the indoor & outdoor pool facilities
- Contacting the contractor to make repairs to the indoor pool heater
- Draining & cleaning the hot tub
- Working with the contractor on the repairs to the IVU HVAC controls
- Cleaning and rearranging the electrical room & mop closets at HCC
- Training a new part-time maintenance staff member

Recreation

Staff spent time wrapping up the final weeks of our 2015 Summer Camp program & preparing for our Fall Fit Kids (Before School) & Intramural Rec Sports (After School) programs. Other items to report:

- Fall Youth Baseball/Softball for Grades 3rd-8th – 4 teams total (3 softball; 1 baseball)
 - o Games start Sept. 17th
 - o 42 players total
- Fall Girls Volleyball registration continues through Sunday, Sept. 6th: 22 currently registered (Distributed flyers for the program to all girls at HMS & McEowen)
- Fall Adult Leagues will start the week of Sept. 7th – registration deadline was extended through Thurs., Sept. 3rd
 - o Coed Softball – 4 teams currently registered
 - o Men's Softball – 5 teams currently registered
 - o Men's 5 on 5 Basketball - 1 team currently registered
 - o Coed Rec Volleyball – 4 teams currently registered
 - o Women's Rec Volleyball – 2 teams currently registered
 - o Women's Competitive Volleyball – 1 team currently registered
- Registration continues for Tiny Tikes Flag Football that will run from Sept. 17th – Oct. 22nd
- Held Final Free Summer Movie in the Park – Paddington on Fri., Aug. 21st
- Staff spent time working on cost recovery spreadsheet for completed spring & summer rec programs
- Beginning to make plans for upcoming fall special events including our Haunted Hayrides to be held on Fri., Oct. 23rd & Sat., Oct. 24th & Pumpkin Painting to be held on Sun., Oct. 25th

Aquatics

Staff spent time finding replacements for lifeguard staff that left for school & interviewing potential new staff to work during the school year. In addition staff spent time:

- Cleaning and preparing for the upcoming closure of the Outdoor Pool for the season
- Promoting the Doggie Dive event to be held at the Outdoor Pool on Tues., Sept. 8th
- Continuing to hold guard in-service trainings

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

- Providing swim instructors for swim lessons as well as teaching several private swim lessons, including some adult private swim lessons
- Aquatics Supervisor is often guarding in the mornings/afternoon at the HCC indoor pool since several staff returned to school and we are still seeking additional morning/daytime lifeguards

Membership

Staff spent time assisting with our final Movie in the Park held on Fri., Aug. 21st & preparing for our upcoming Membership Appreciation Day to be held on Sat., Sept. 26th. Other items to report:

- Ran August Membership Installment Billings – total billed amount \$30,402.01
- Renewed August monthly installment memberships: 47 total
- Received August's SilverSneakers Fitness Membership Payment: \$3,135.50
- Invoiced Corporate Accounts (CITY, CASGV, HSD, CRMC & QuikTrip) for Monthly Memberships: \$6,641.63
- Invoiced August "Group Visits" - Organizations (Aaron's House, Grand River Residential, Heritage Residential, SERC): \$234.00
- Completed Building Rentals at HCC & All Parks Facilities, amount collected: \$7,510.00

Attachment: August 2015 Monthly Report (2011 : Director Report - Month End Report)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: September 2, 2015
SUBJECT: HCC & ODP Membership Report

Type of Item: *Report*

2. Discussion Item (ID # 2012)

HCC & ODP Membership Report

Attachments:

Membership Statistics - Chart(PDF)

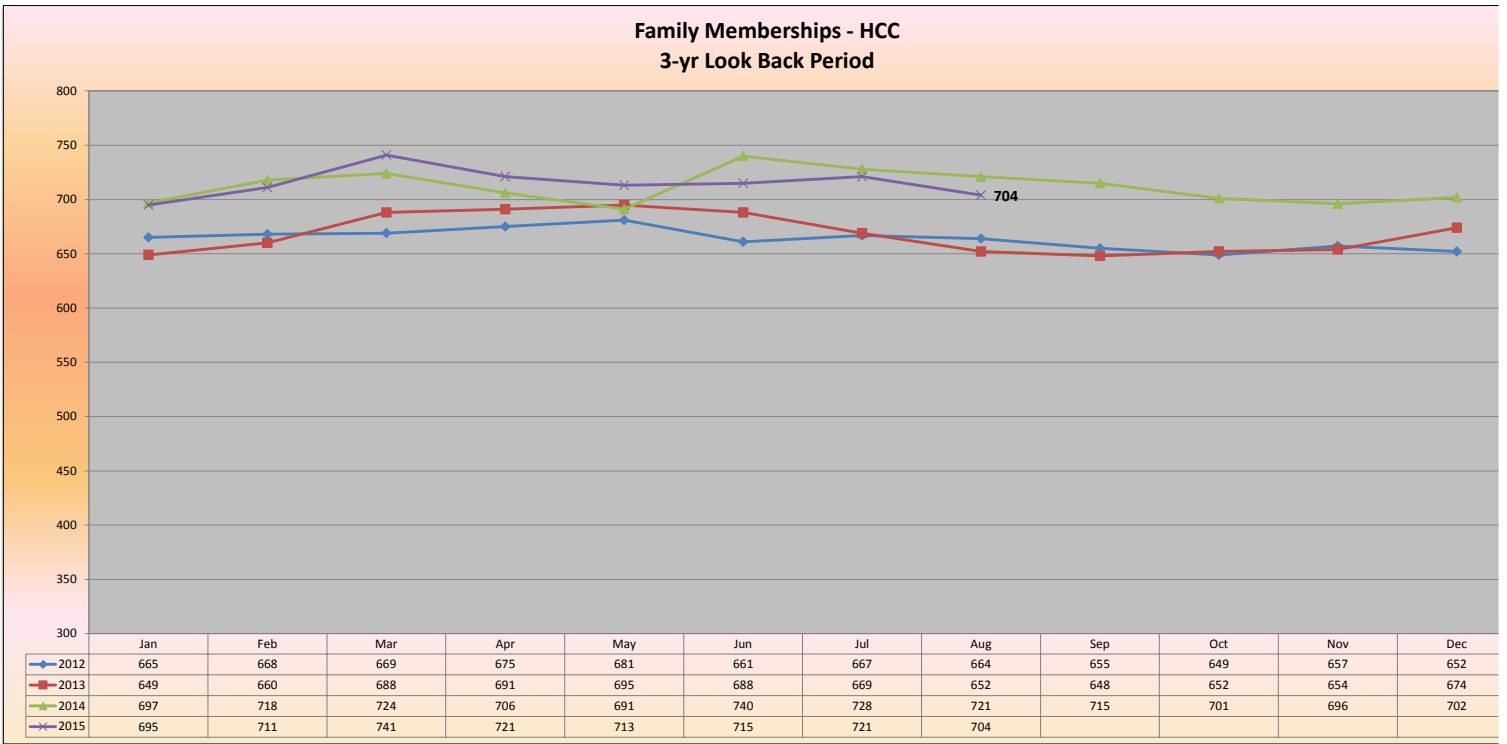
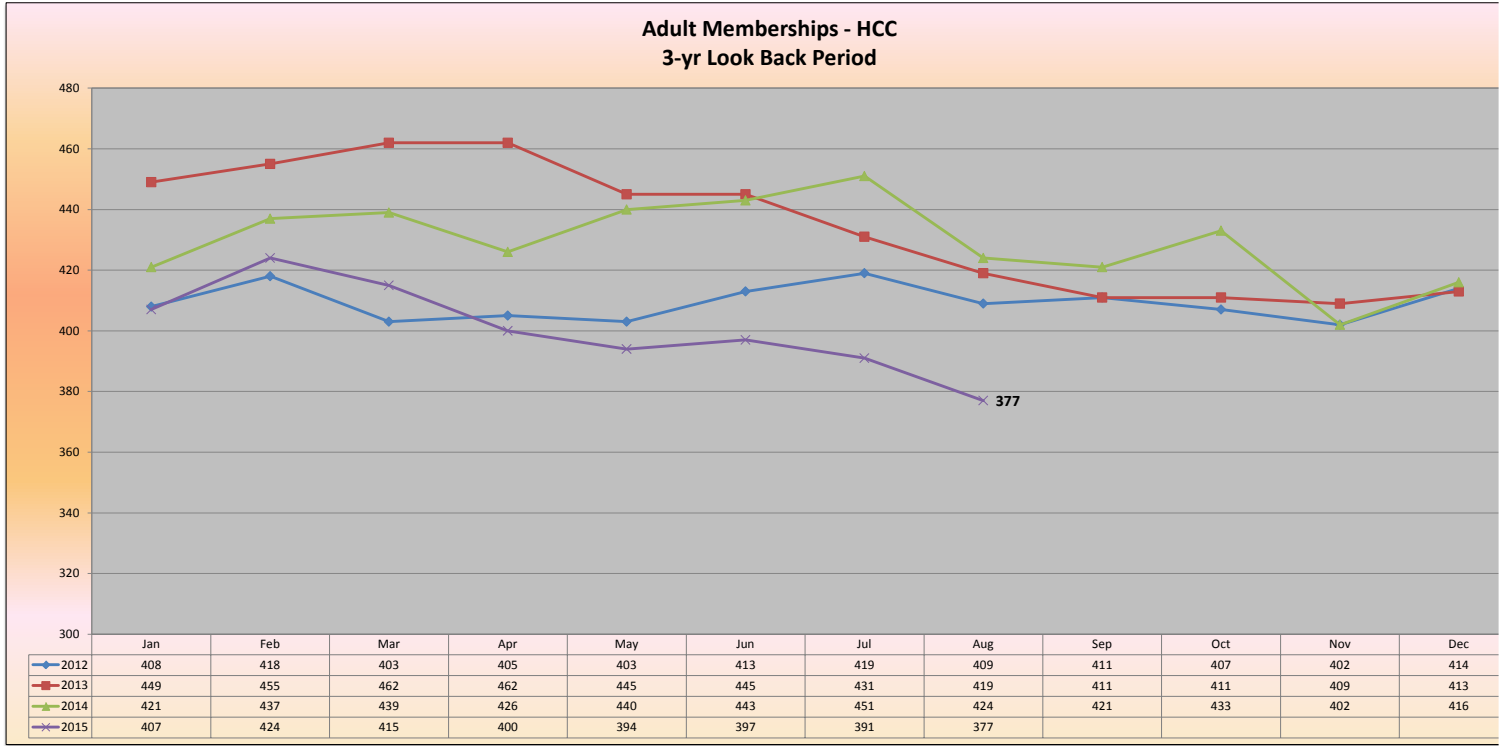
HCC Membership Statistics - Graphs(PDF)

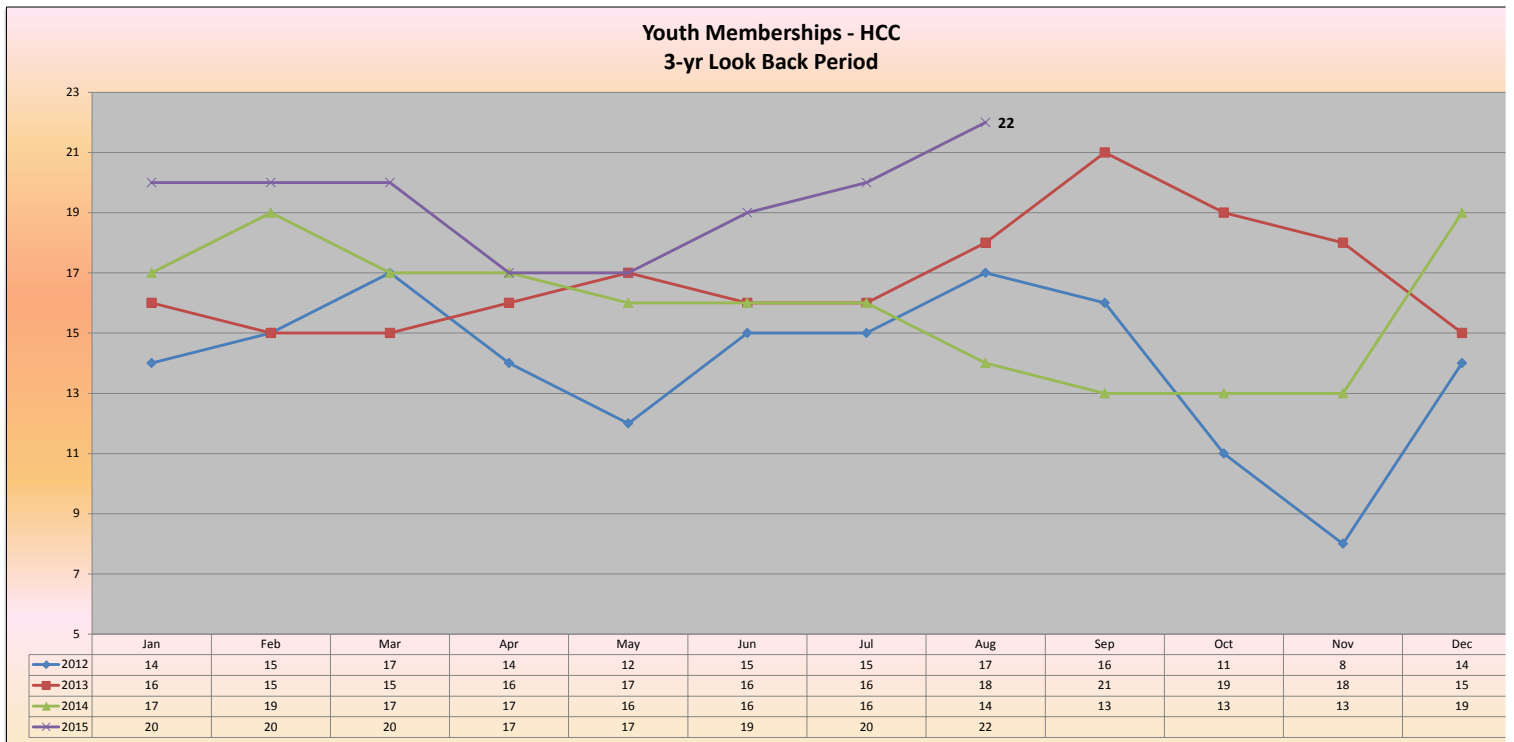
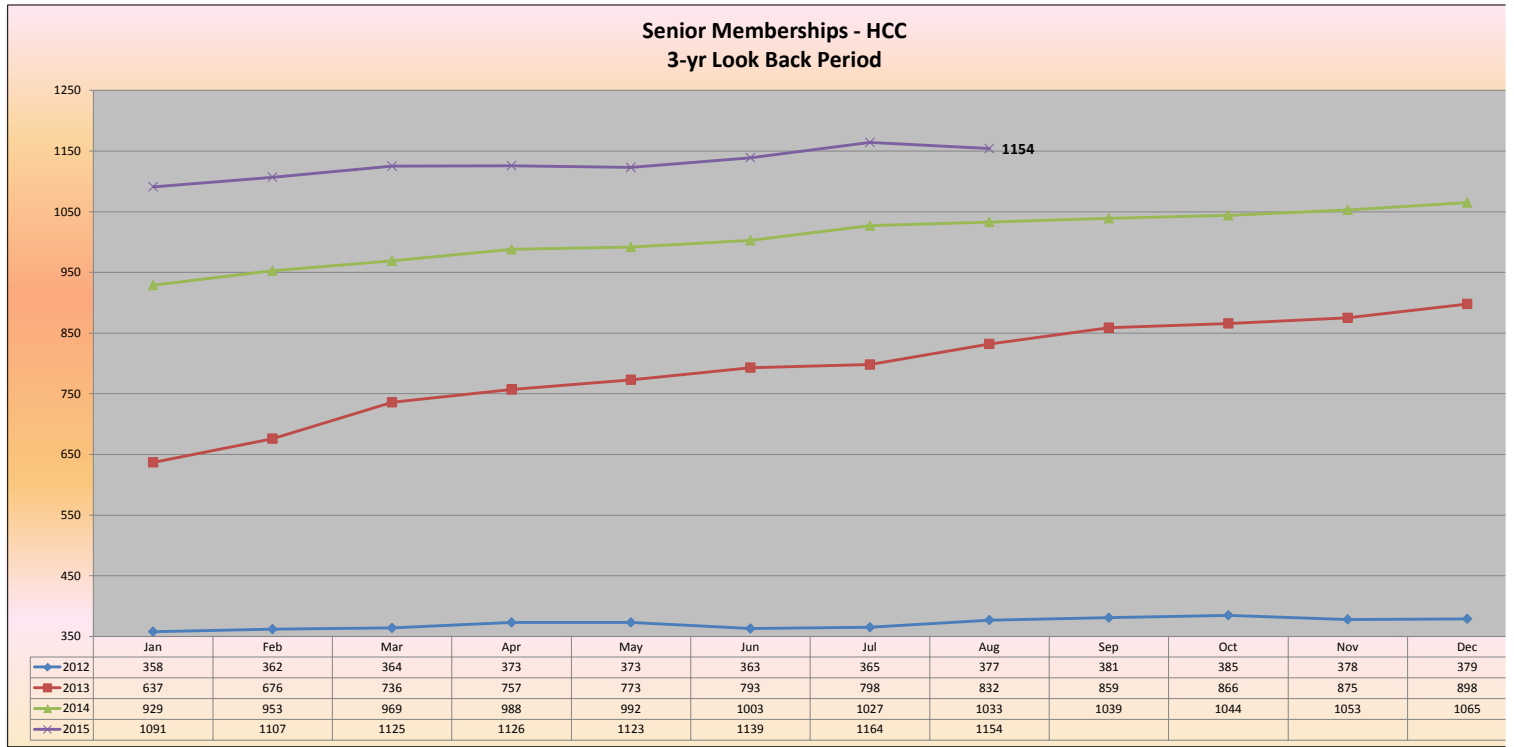
ODP Membership Statistics - Graphs(PDF)

HPR Membership Tracking
3-Year Period
Park Board Meeting: September 8, 2015

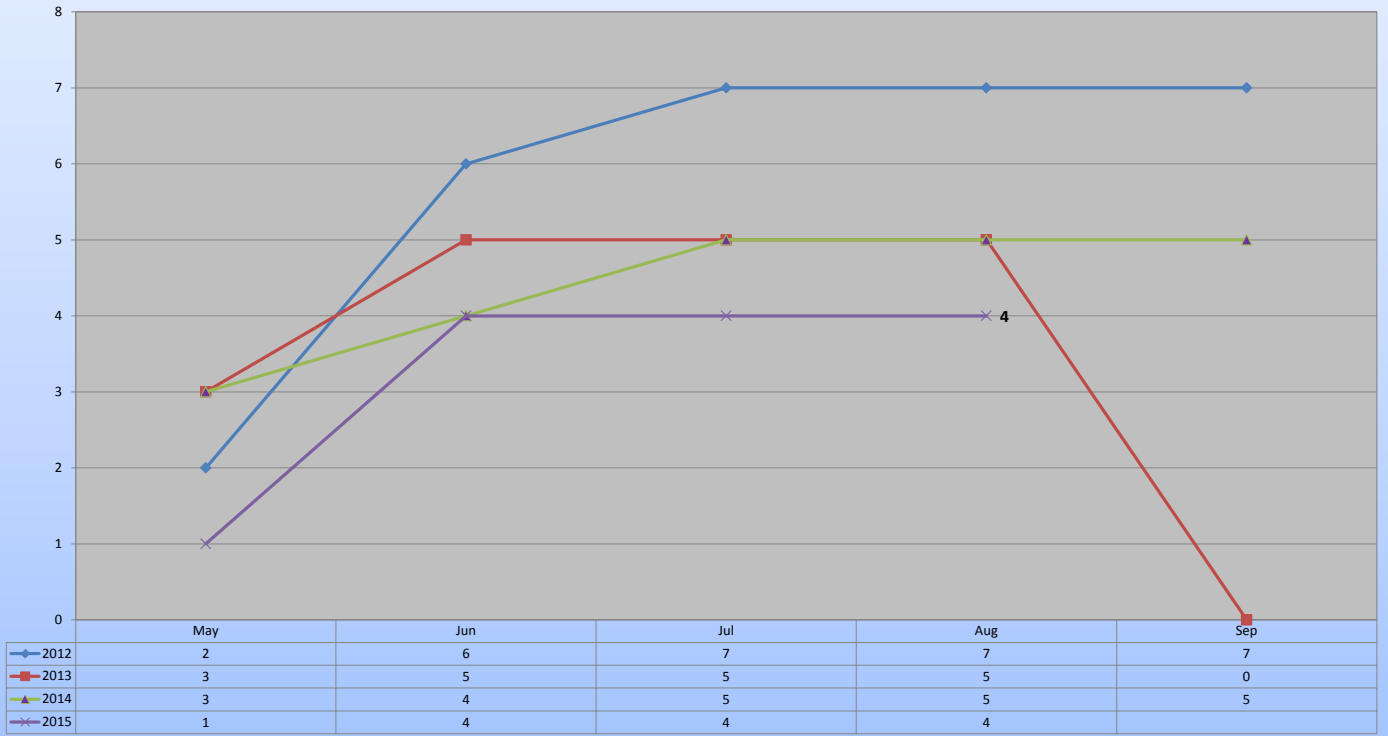
Month / Year	Values																
	Adult	Adult-90	Adult-ODP	Family	Fam-ODP	Youth	Youth-90	Yth - ODP	Senior	Sen-90	Sen Cpl	Sneakers	Sen-ODP	PLUS1	10Punch	HCC Mem	ODP Mem
Jan																	
2013	402	47	0	649	0	14	2	0	230	3	112	292	0	43	0	3622	0
2014	380	41	0	697	0	15	2	0	222	5	110	592	0	55	0	4251	0
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 %
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	387	37	0	711	0	18	2	0	207	2	113	785	0	52	0	4412	0
% Difference/yr	-0.77%	-21.28%	0.00%	-0.97%	0.00%	20.00%	-50.00%	0.00%	-7.17%	-50.00%	-0.88%	28.27%	0.00%	-18.75%	0.00%	0.27 %	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	377	38	0	741	0	19	1	0	201	4	119	801	0	53	0	4508	0
% Difference/yr	-4.80%	-11.63%	0.00%	2.35%	0.00%	35.71%	-66.67%	0.00%	-9.87%	0.00%	4.39%	27.55%	0.00%	-11.67%	0.00%	1.78 %	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	371	29	0	721	0	16	1	0	204	4	114	804	0	47	0	4413	0
% Difference/yr	-5.60%	-12.12%	0.00%	2.12%	0.00%	14.29%	-66.67%	0.00%	-10.13%	300.00%	-2.56%	25.04%	0.00%	-20.34%	0.00%	0.85 %	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	363	31	1	713	40	17	0	23	197	3	114	809	0	46	8	4388	229
% Difference/yr	-10.59%	-8.82%	-66.67%	3.18%	-40.30%	21.43%	-100.00%	0.00%	-13.60%	200.00%	-1.72%	25.04%	-100.00%	-17.86%	0.00%	1.08 %	-33.04 %
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	369	28	4	715	106	19	0	38	198	4	116	821	1	49	76	4402	605
% Difference/yr	-11.08%	0.00%	0.00%	-3.38%	-19.08%	35.71%	-100.00%	-9.52%	-12.78%	0.00%	0.00%	24.39%	0.00%	-12.50%	-1.30%	-1.17 %	-11.94 %
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	361	30	4	721	108	20	0	38	205	4	119	836	1	54	40	4448	609
% Difference/yr	-14.25%	0.00%	-20.00%	-0.96%	-21.17%	33.33%	-100.00%	-11.63%	-10.48%	0.00%	0.00%	23.12%	0.00%	-8.47%	0.00%	0.18 %	-16.00 %
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	359	18	4	704	108	22	0	38	199	4	110	841	1	45	8	4398	609
% Difference/yr	-10.03%	-28.00%	-20.00%	-2.36%	-21.17%	57.14%	0.00%	-11.63%	-10.76%	100.00%	-9.09%	22.42%	0.00%	-23.73%	0.00%	0.80 %	-16.00 %
% Diff. Prev. Mo.																	
2013	-2.02%	-11.43%	0.00%	-2.54%	0.00%	14.29%	0.00%	0.00%	2.79%	0.00%	0.00%	5.31%	0.00%	3.85%	4.46%	-0.88 %	-12.32 %
2014	-5.23%	-16.67%	0.00%	-0.96%	0.00%	-6.67%	-100.00%	0.00%	-2.62%	0.00%	1.68%	1.18%	0.00%	0.00%	0.00%	-1.73 %	0.00 %
2015	-0.55 %	-40.00 %	0.00 %	-2.36 %	0.00 %	10.00 %	0.00 %	0.00 %	-2.93 %	0.00 %	-7.56 %	0.60 %	0.00 %	-16.67 %	-80.00 %	-1.12 %	0.00 %
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 (2012 : HCC & ODP Membership Report)

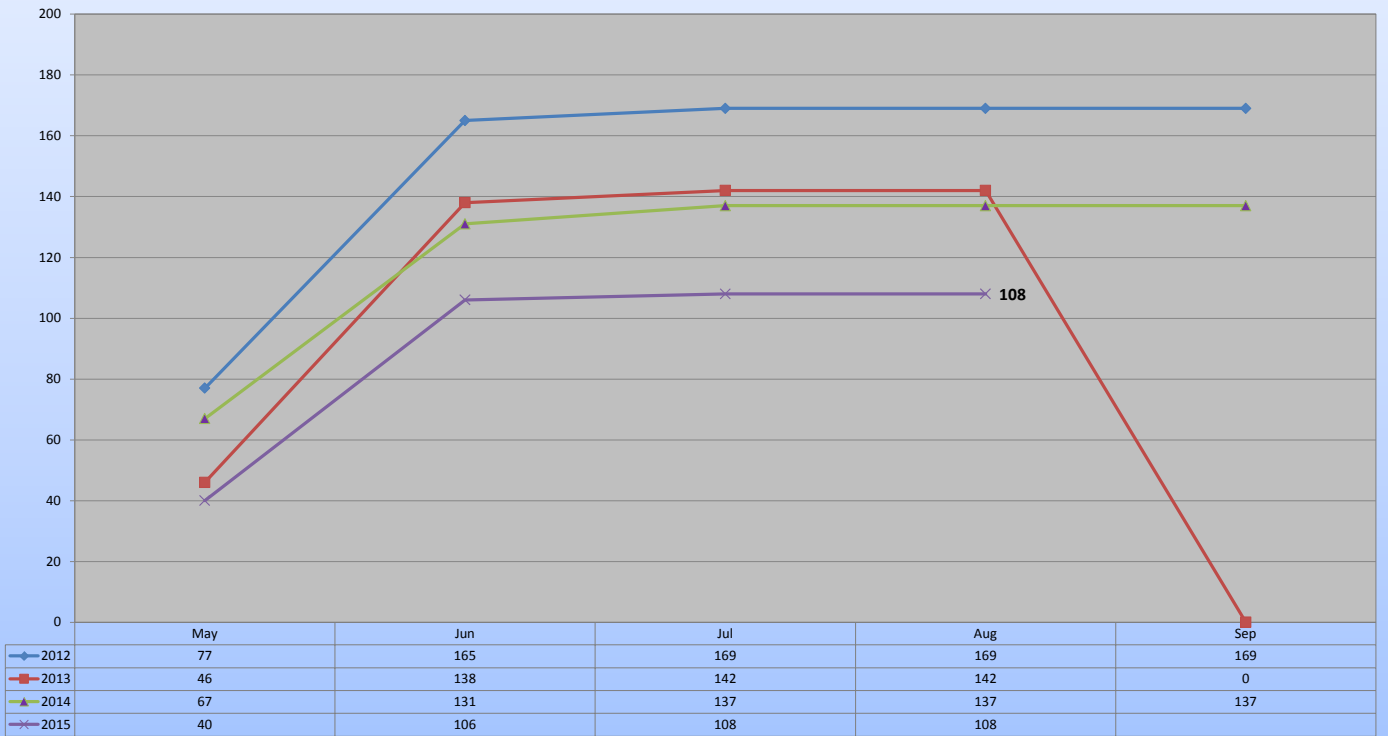




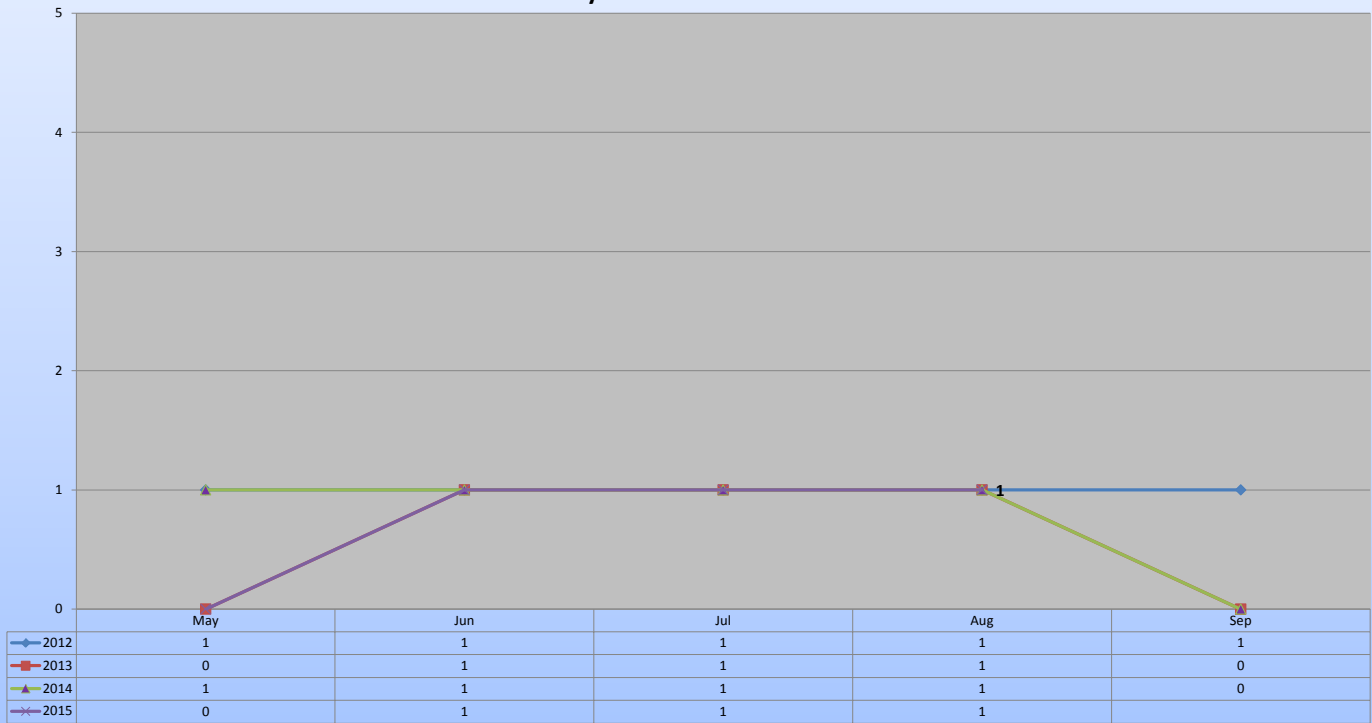
Adult Memberships - ODP
3-yr Look Back Period



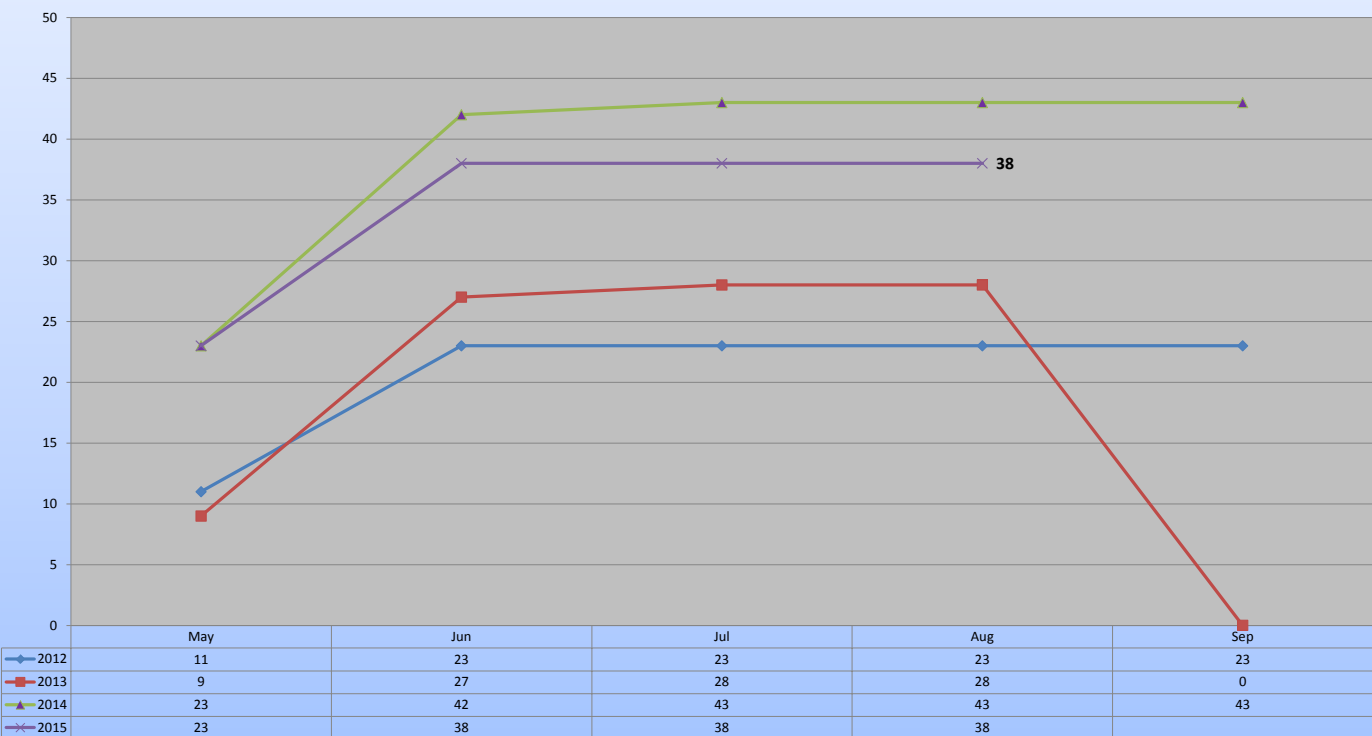
Family Memberships - ODP
3-yr Look Back Period



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: September 2, 2015
SUBJECT: Month & YTD Financial Report

Type of Item: *Report*

3. Discussion Item (ID # 2013)

Month & YTD Financial Report

Attachments:

Revenue vs. Expenditures (PDF)

Utilities (PDF)

Parks Financials (PDF)

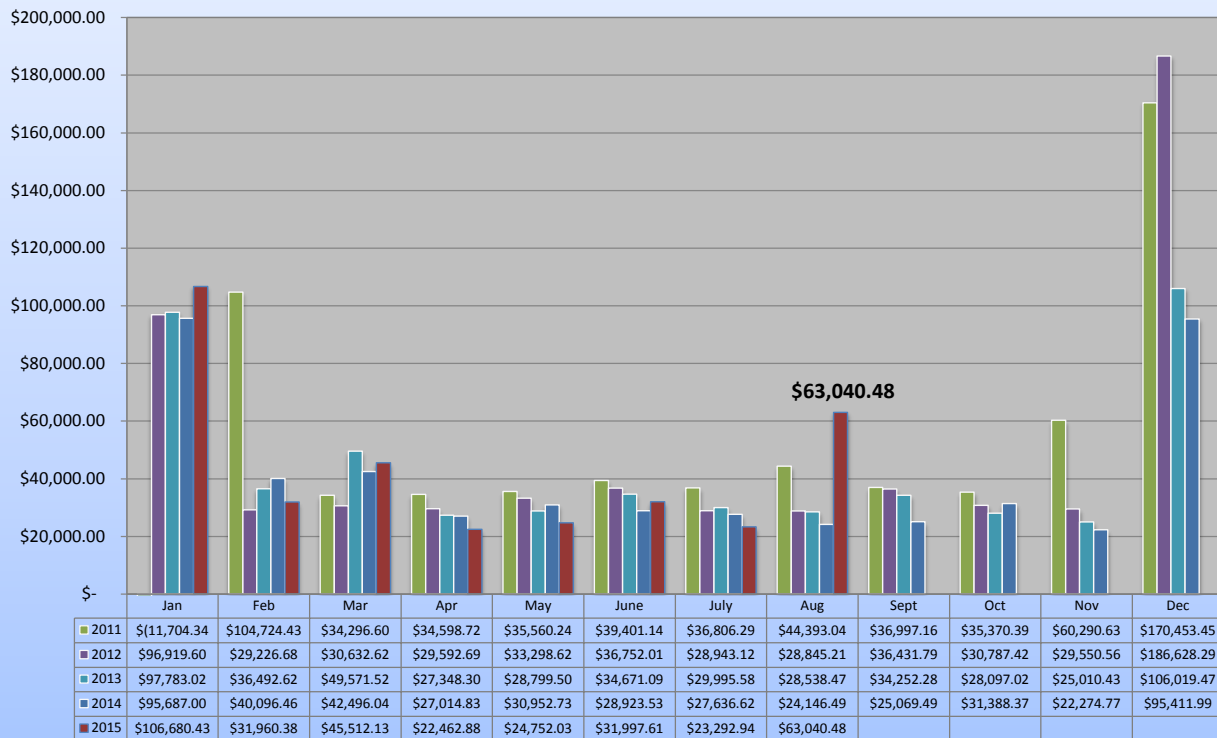
ODP Financials (PDF)

HCC Financials (PDF)

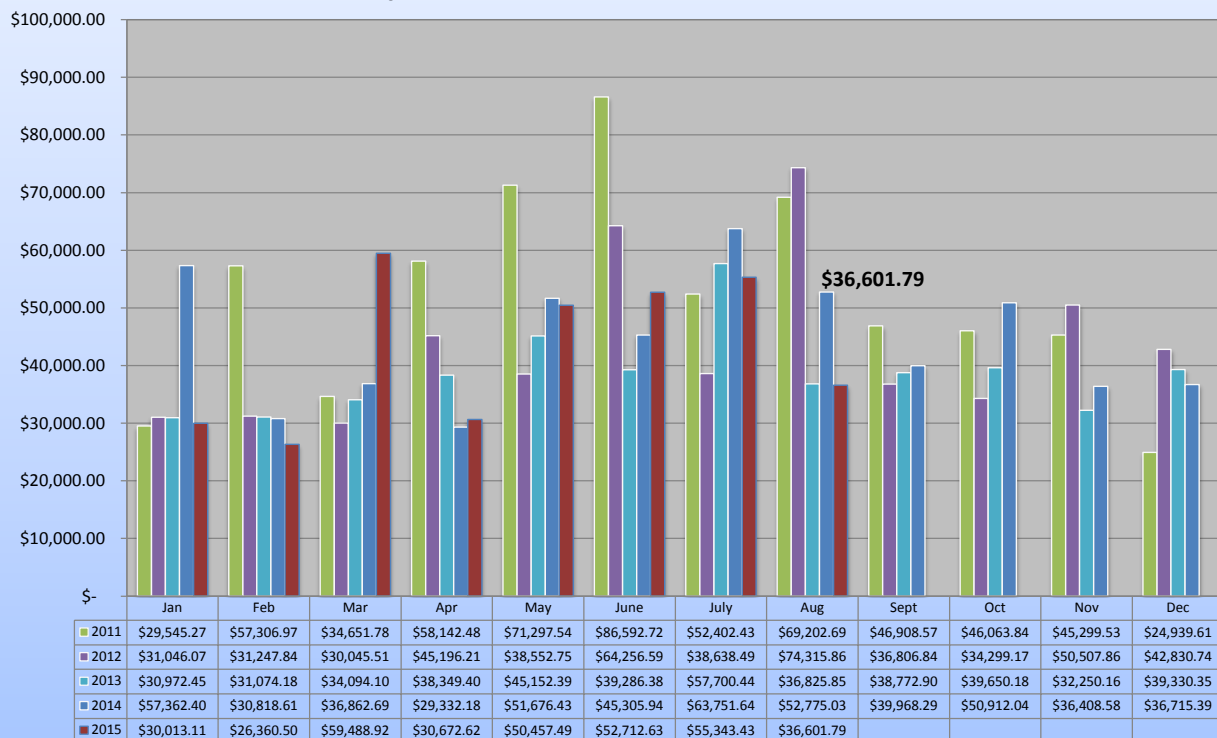
Revenue Vs. Expenditures (HCC)
By Month-2015



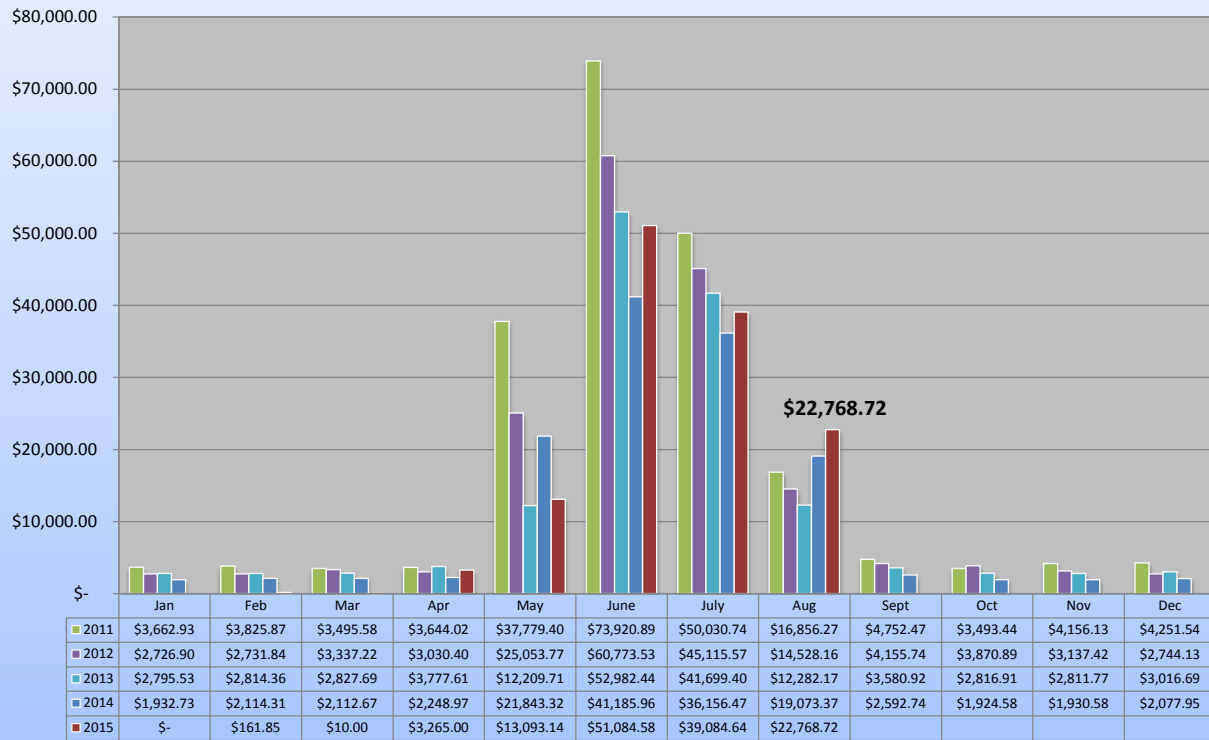
Revenue Over Time - Fund 11 (Parks)



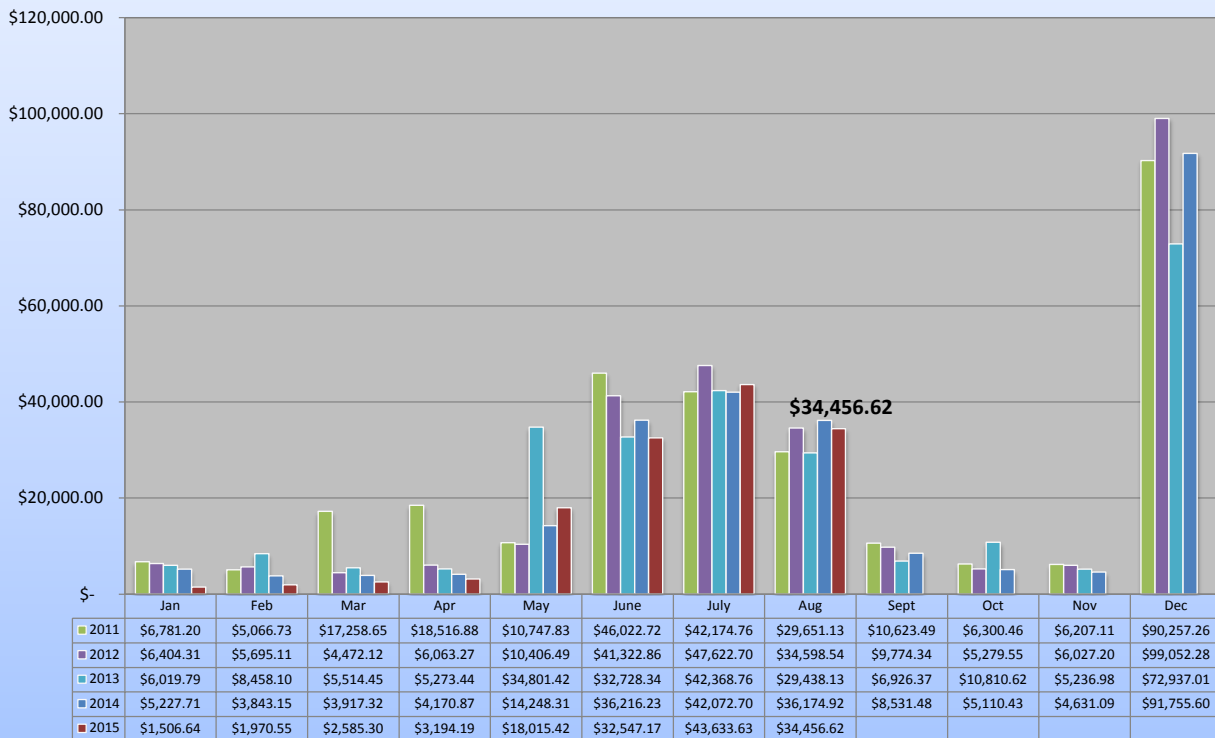
Expenses Over Time - Fund 11 (Parks)



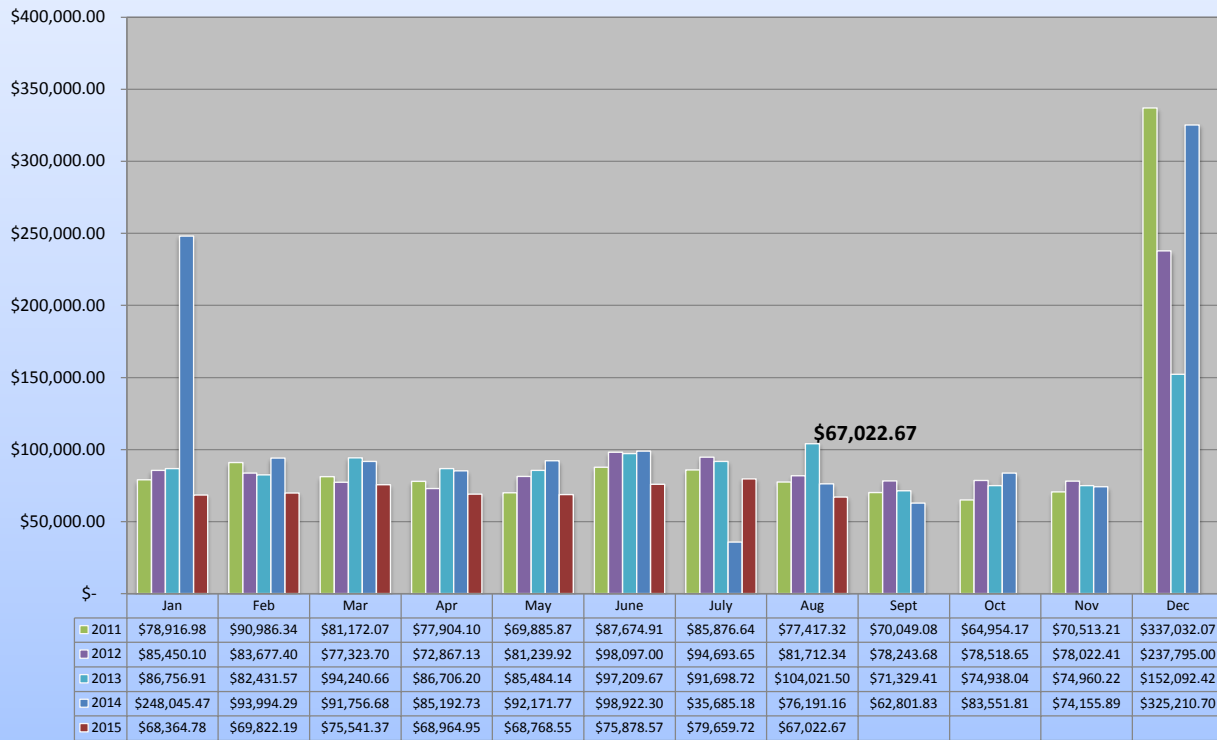
Revenue Over Time - Fund 13 (ODP)



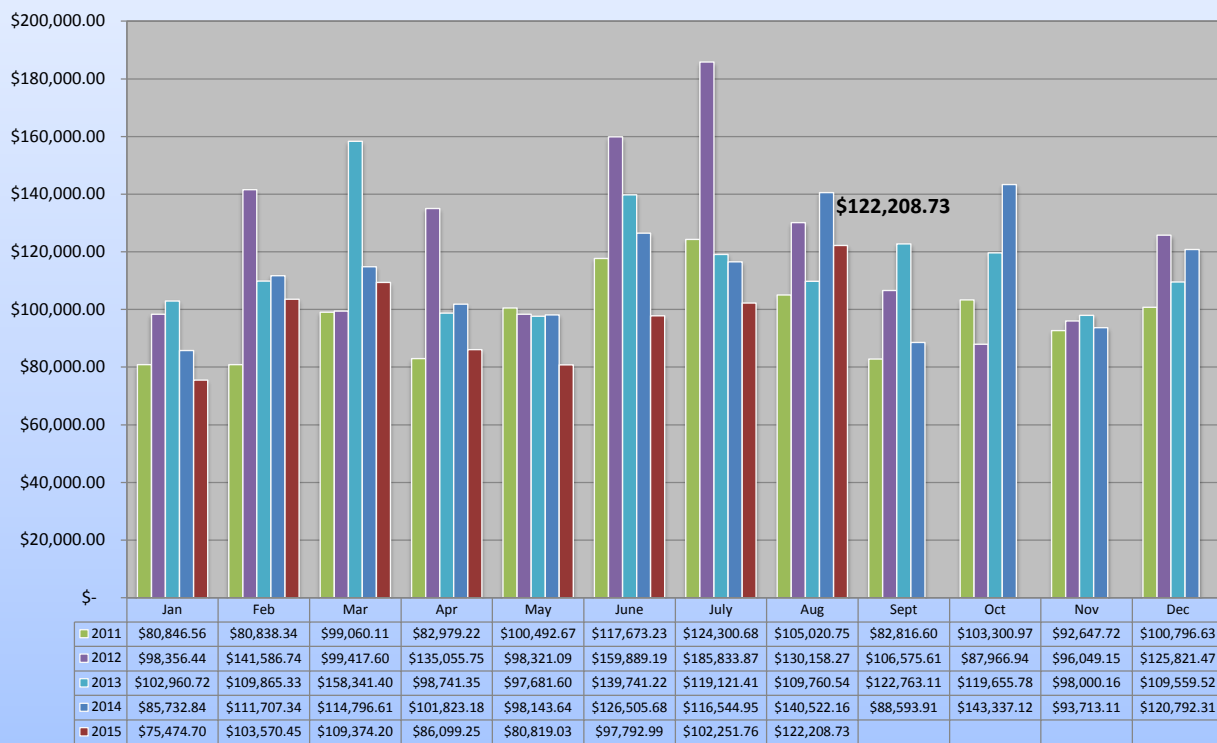
Expenses Over Time - Fund 13 (ODP)



Revenue Over Time - Fund 15 (HCC)



Expenses Over Time - Fund 15 (HCC)



Utilities by Month



Attachment: Utilities (2013 : Month & YTD Financial Report)

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	\$53,066.40	\$53,334.78	\$57,766.91	\$60,880.19	\$3,113.28	5.39%	
			Personal Property Tax	11-5112	\$16,187.03	\$15,540.35	\$15,003.39	\$21,845.15	\$6,841.76	45.60%	
			Merchants/Replacement Tax	11-5113	\$12,834.74	\$13,692.67	\$13,458.67	\$14,096.35	\$637.68	4.74%	
			Corporate/RR/Utility Tax	11-5117	\$0.00	\$1,063.39	\$1,294.28	\$1,644.17	\$349.89	27.03%	
			Financial Institution Tax	11-5121	\$531.09	\$334.29	\$529.64	\$676.97	\$147.33	27.82%	
		Charges for Service	Rental Income	11-5307	\$9,978.42	\$12,945.24	\$9,593.54	\$10,576.45	\$982.91	10.25%	
			Shooting Range Revenue	11-5309	\$824.00	\$863.00	\$770.00	\$905.00	\$135.00	17.53%	
			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	\$7,980.87	\$5,208.63	\$5,435.78	\$6,714.81	\$1,279.03	23.53%	
			Recreational Programs	Misc. Recreation Programs	11-5418	\$0.00	\$33,479.12	\$35,931.50	\$43,542.00	\$7,610.50	21.18%
			Misc. Income	Miscellaneous	11-5510	-\$1,408.00	\$6,760.00	\$9,365.87	\$7,607.09	-\$1,758.78	-18.78%
				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	\$1,250.00	\$750.00	\$131.00	\$0.00	-\$131.00	-100.00%
			Intergovernmental	Grants & Entitlements	11-5626	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	
			Interest	Interest Income	11-5815	\$0.00	\$0.00	\$163.12	\$40.70	-\$122.42	-75.05%
			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	\$212,466.00	\$188,326.64	\$167,510.00	\$177,270.00	\$9,760.00	5.83%
				Transfer from Other Funds	11-5931	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Parks Revenue Total					\$314,210.55	\$333,200.10	\$316,953.70	\$349,698.88	\$32,745.18	10.33%	
Parks Expenses	Park Maintenance	Personnel Services			\$182,207.53	\$178,764.81	\$197,128.11	\$202,456.89	\$5,328.78	2.70%	
		Contractual Services			\$43,626.31	\$54,721.87	\$57,405.89	\$60,996.11	\$3,590.22	6.25%	
		Commodities			\$23,563.03	\$37,367.32	\$34,529.69	\$34,998.05	\$468.36	1.36%	
		Other Charges			\$40,889.99	\$40,145.78	\$68,871.80	\$15,724.44	-\$53,147.36	-77.17%	
		Capital Outlay			\$0.00	\$1,704.00	\$4,200.00	\$27,475.00	\$23,275.00	554.17%	
	Capital Projects				\$63,012.46	\$751.41	\$5,749.43	\$0.00	-\$5,749.43	-100.00%	
Parks Expenses Total					\$353,299.32	\$313,455.19	\$367,884.92	\$341,650.49	-\$26,234.43	-7.13%	
Expenses Less Capital Projects					\$290,286.86	\$312,703.78	\$362,135.49	\$341,650.49	-\$20,485.00	-5.66%	

Total Variances	(Capital Projects removed from Expenses)	\$23,923.69	\$1,506.77	-\$28,935.39	\$8,048.39	\$36,983.78	-127.82%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	39.96%	52.07%	45.57%	48.84%	3.27%	7.18%

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	\$212,466.00	\$188,326.64	\$167,510.00	\$177,270.00	\$9,760.00	5.83%
Parks Expenses	Park Maintenance	Other Charges	Office Facilities & Services	11-6-1125-0430	\$35,700.00	\$34,490.00	\$34,200.00	\$9,103.36	-\$25,096.64	-73.38%

Attachment: Parks Financials (2013 : 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	\$82.50	\$0.00	-\$82.50	-100.00%
			▣ Lifeguard Uniform Revenue	13-5337	\$0.00	\$0.00	\$320.00	\$220.00	-\$100.00	-31.25%
			▣ Pool Season Passes	13-5336	\$27,010.00	\$22,967.00	\$22,977.00	\$19,888.00	-\$3,089.00	-13.44%
			▣ Swimming Pool Use Fee	13-5333	\$75,104.00	\$62,441.00	\$58,461.55	\$69,183.00	\$10,721.45	18.34%
		▣ Misc. Income	▣ Miscellaneous	13-5510	\$2,888.50	\$286.00	\$4,613.00	\$12,019.28	\$7,406.28	160.55%
			▣ Donations	13-5537	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	
			▣ Taxable Miscellaneous	13-5509	\$29,845.77	\$22,697.76	\$24,424.79	\$28,157.65	\$3,732.86	15.28%
			▣ Interest	▣ Interest Income	13-5815	\$219.12	\$320.51	\$392.32	\$0.00	-\$392.32
			▣ Other Rev. Sources/Trans	▣ Transfer from Other Funds	13-5931	\$21,730.00	\$22,176.64	\$15,396.64	\$0.00	-\$15,396.64
ODP Revenue Total					\$157,297.39	\$131,388.91	\$126,667.80	\$129,467.93	\$2,800.13	2.21%
▣ ODP Expenses	▣ Aquatics Center	▣ Personnel Services			\$76,152.85	\$59,760.85	\$71,869.65	\$68,307.90	-\$3,561.75	-4.96%
					\$26,353.87	\$37,916.27	\$23,374.61	\$26,729.53	\$3,354.92	14.35%
		▣ Contractual Services			\$24,291.51	\$32,196.40	\$24,939.32	\$33,060.09	\$8,120.77	32.56%
					\$29,787.17	\$30,678.91	\$25,687.63	\$8,569.25	-\$17,118.38	-66.64%
		▣ Commodities			\$0.00	\$4,050.00	\$0.00	\$1,242.75	\$1,242.75	
					\$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					\$156,585.40	\$164,602.43	\$145,871.21	\$137,909.52	-\$7,961.69	-5.46%
Expenses Less Capital Projects					\$156,585.40	\$164,602.43	\$145,871.21	\$145,871.21	\$0.00	0.00%

Total Variances	(Capital Projects removed from Expenses)	\$711.99	-\$33,213.52	-\$19,203.41	-\$16,403.28	\$2,800.13	-14.58%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	104.77%	79.79%	90.64%	92.52%	1.87%	2.07%

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	\$21,730.00	\$22,176.64	\$15,396.64	\$0.00	-\$15,396.64	-100.00%
ODP Expenses	Aquatics Center	Other Charges	Office Facilities & Services	13-6-1124-0430	\$27,193.28	\$27,723.36	\$23,113.36	\$5,930.00	-\$17,183.36	-74.34%

Attachment: ODP Financials (2013 : 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	\$100.00	\$8.00	\$0.00	\$25.00	\$25.00		
			Annual Memberships	15-5351	\$334,920.97	\$364,137.92	\$387,928.96	\$375,309.61	-\$12,619.35	-3.25%	
			Office Facilities & Services	15-5331	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Daily Passes	15-5350	\$37,035.50	\$44,815.00	\$37,137.00	\$43,514.27	\$6,377.27	17.17%	
			Overtime Fees	15-5356	\$897.00	\$576.50	\$450.00	\$291.00	-\$159.00	-35.33%	
			Room Rental	15-5354	\$28,070.50	\$30,998.10	\$27,550.31	\$27,998.75	\$448.44	1.63%	
			Senior Rent	15-5352	\$4,410.00	\$4,410.00	\$4,024.11	\$4,630.48	\$606.37	15.07%	
			Special Events	15-5355	\$2,981.00	\$1,800.00	\$1,730.00	\$2,725.00	\$995.00	57.51%	
			Swim Team Rent	15-5353	\$9,990.00	\$5,997.50	\$3,110.00	\$2,960.00	-\$150.00	-4.82%	
			Tot Watch Fees	15-5359	\$2,532.40	\$2,298.00	\$2,995.50	\$2,098.00	-\$897.50	-29.96%	
			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	\$4,560.00	-\$47.73	\$0.00	\$0.00	\$0.00	\$0.00	
			Coed Volleyball	15-5411	\$4,505.00	\$4,200.00	\$3,150.00	\$3,640.00	\$490.00	15.56%	
			Dodgeball	15-5419	\$1,500.00	\$1,422.00	\$300.00	(\$150.00)	-\$450.00	-150.00%	
			Dog Obedience	15-5401	\$0.00	\$140.00	\$0.00	\$0.00	\$0.00		
			Fitness Classes	15-5421	\$15,320.63	\$17,913.05	\$19,952.18	\$14,913.31	-\$5,038.87	-25.25%	
			Lifeguard Training	15-5425	\$2,500.00	\$2,190.00	\$2,815.23	\$2,196.06	-\$619.17	-21.99%	
			Men's 5 on 5 Basketball	15-5417	\$2,500.00	\$0.00	\$3,250.00	\$3,812.00	\$562.00	17.29%	
			Men's Softball	15-5414	\$3,250.00	\$1,300.00	\$0.00	\$0.00	\$0.00		
			Misc. Recreation Programs	15-5418	\$83,928.79	\$68,242.45	\$63,157.69	\$56,385.74	-\$6,771.95	-10.72%	
			Sand Volleyball	15-5412	\$360.00	\$80.00	\$0.00	\$0.00	\$0.00		
			Swim Lessons	15-5423	\$7,606.21	\$11,980.00	\$8,378.29	\$10,785.21	\$2,406.92	28.73%	
			Swim Team	15-5426	\$168.18	\$3,845.00	\$1,956.94	\$1,081.25	-\$875.69	-44.75%	
			Water Aerobics	15-5422	\$2,030.33	\$2,006.47	\$1,392.83	\$1,260.75	-\$132.08	-9.48%	
			Women's Volleyball	15-5420	\$2,625.00	\$1,955.00	\$2,858.32	\$0.00	-\$2,858.32	-100.00%	
			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	\$8,880.00	\$9,820.00	\$9,390.00	\$8,080.00	-\$1,310.00	-13.95%	
			Miscellaneous	15-5510	\$4,943.67	\$22,416.32	\$4,930.72	\$1,293.92	-\$3,636.80	-73.76%	
			Auction & Surplus Sales	15-5535	\$0.00	\$0.00	\$0.00	\$1,810.50	\$1,810.50		
			Cancellation Fee	15-5522	-\$150.00	\$950.00	-\$250.00	(\$100.00)	\$150.00	-60.00%	
			Donations	15-5537	\$0.00	\$0.00	\$0.00	\$493.00	\$493.00		
			Massage Therapist	15-5523	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			On-Site Sales Commission	15-5519	\$1,096.63	\$1,272.31	\$1,438.13	\$1,240.13	-\$198.00	-13.77%	
			Personal Trainer	15-5521	\$24,866.00	\$41,528.00	\$28,901.00	\$6,548.00	-\$22,353.00	-77.34%	
			Preferred Vendors	15-5515	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Short & Over	15-5516	\$166.12	\$135.44	\$37.62	\$28.22	-\$9.40	-24.99%	
			Sponsors	15-5520	\$425.00	\$0.00	\$0.00	\$0.00	\$0.00		

Attachment: HCC Financials (2013 : Month & YTD Financial Report)

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

HCC Revenue	Detailed Revenue	Misc. Income	☐Taxable Misc.	15-5509	\$835.42	\$440.15	\$1,372.88	\$1,131.87	-\$241.01	-17.56%
		☐Intergovernmental	☐Grants & Entitlements	15-5626	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		☐Interest	☐Interest Income	15-5815	\$606.25	\$1,053.34	\$272.87	\$20.73	-\$252.14	-92.40%
			☐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	\$81,600.64	\$80,666.64	\$203,729.00	\$0.00	-\$203,729.00	-100.00%
HCC Revenue Total					\$675,061.24	\$728,549.46	\$821,959.58	\$574,022.80	-\$247,936.78	-30.16%
☐HCC Expense	☐Administration				\$288,675.55	\$324,161.72	\$316,617.07	\$217,573.31	-\$99,043.76	-31.28%
	☐Aquatics Center				\$119,495.68	\$98,113.14	\$93,096.58	\$87,185.38	-\$5,911.20	-6.35%
	☐Recreation Programs				\$158,896.13	\$176,834.50	\$152,560.59	\$154,457.36	\$1,896.77	1.24%
	☐Building & Grounds				\$253,439.38	\$337,104.21	\$333,502.16	\$318,375.06	-\$15,127.10	-4.54%
	☐Capital Projects				\$228,112.21	\$0.00	\$0.00	\$0.00	\$0.00	
HCC Expense Total					\$1,048,618.95	\$936,213.57	\$895,776.40	\$777,591.11	-\$118,185.29	-13.19%

Total Variances	(Capital Projects removed from Expenses)	-\$373,557.71	-\$207,664.11	-\$73,816.82	-\$203,568.31	-\$129,751.49	175.77%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	62.73%	77.56%	76.33%	76.03%	-0.29%	-0.38%

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	\$81,600.64	\$80,666.64	\$203,729.00	\$0.00	-\$203,729.00	-100.00%
☐ HCC Expense	☐ Administration	☐ Other Charges	☐ Office Facilities & Services	15-6-0103-0430	\$102,626.64	\$100,833.36	\$85,803.36	\$22,643.36	-\$63,160.00	-73.61%

Attachment: HCC Financials (2013 : Month & YTD Financial Report)