City of Harrisonville est. 1836

AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
JANUARY 12, 2016
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 10, 2015

V. Parks and Recreation Department

  1. Director Report - Month End Report
  2. Staffing Changes/Update on Proposed FLSA Overtime Requirements
  3. Potential Parkland Donation
  4. Completion of A/V Upgrades
  5. HCC Membership Report
  6. 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 8th day of January

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Kim Hubbard, City Clerk

Publish 1/8/2016 11:30 AM

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

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Chris Deal, Parks Director**

DATE: **January 8, 2016**

SUBJECT: **Park Board Minutes - November 10, 2015**

Type of Item: *Approval*

1. Action Item (ID # 2088)

Park Board Minutes - November 10, 2015

Attachments:

November 10, 2015 (PDF)

HARRISONVILLE PARK BOARD MINUTES
HARRISONVILLE COMMUNITY CENTER
November 10, 2015
6:00 P.M.

CALL TO ORDER: The regularly scheduled meeting of the Harrisonville Park Board was called to order at 6:05p.m. by Acting Chairman Cathy Faris.

MEMBERS PRESENT: Acting Chairman Cathy Faris, David Atkinson, Ed Roberts, Clint Miller & Phil Rogers

ABSENT: Chairman Brent Caruthers, Julie Weedman, Don Allen, Dr. Martin Parks

OTHER PRESENT: Mayor Brian Hasek, Parks & Recreation Director Chris Deal, Assistant Parks & Recreation Director Wendy Hershberger, Recreation Coordinator of Member Services Amy Fuller, & City Liaison Stacy Dahlman (arrived 6:24pm)

PUBLIC PARTICIPATION: NONE

CEREMONIAL MATTERS: NONE

APPROVAL OF MINUTES: Acting Chairman Cathy Faris asked for a motion to approve the minutes from the October 13, 2015 regular session. Mr. Miller moved to approve the minutes of the October 13, 2015 Park Board meeting as written. The motion was seconded by Mr. Atkinson and approved unanimously by a voice vote of those present, 5-0.

DIRECTOR'S REPORT:
Director Deal stated that this year's Annual Haunted Hayride in the City Park was a great success, with over 800 in attendance. Director Deal thanked all staff along with Mayor Brian Hasek and his wife for volunteering on both Friday & Saturday night.

Director Deal stated that the indoor pool roof leak has been repaired and the cost for repairs have all been covered under warranty.

Director Deal stated that the rock stabilization project has been completed in the City Park.

Director Deal stated that the "HPR Foundation" sweatshirts and hoodies have arrived and are now on display at the front desk and are ready for purchase. The sweatshirts cost $25.00each, and the hoodies cost $30.00each; all proceeds made will go directly toward the Harrisonville Parks & Recreation Foundation.

Director Deal stated that the current lessee, Steve Sherrer of Heartland Trap & Wobble Skeet has given his letter of cancellation due to not being able to fulfill his obligations in order to run the business appropriately. Director Deal stated that when meeting with Mr. Sherrer out at the skeet range and upon further inspection of the property and equipment it had been noticed that two of the city's trap machines were missing, the sheriff's office was called and a report was made. Director Deal stated that at this time the skeet range has been closed until further notice pending new ownership. Director Deal stated that he will be drawing up a "Request for Proposal" as soon as possible and will present to the Park Board and Board of Alderman for approval.

Director Deal stated that the graffiti damage done to the interior at the deep end of the outdoor pool has been removed as much as possible using a graffiti removal substance, staff painted over any remaining graffiti that could still be seen. Director Deal stated that in the spring staff will repaint the deep end of the outdoor pool again before opening season.

Director Deal stated that the skate park located in the City Park was also damaged over this past weekend with graffiti. Director Deal stated that staff will attempt to remove and clean up that area as soon as possible.

Director Deal stated that we have partnered with the Cass County Health Department featuring the 100 Missouri Miles. The health department recently placed new signs out on the trails in City Park featuring the 100 Missouri Miles website from the Cass County Health Department.

HCC & ODP MEMBERSHIP REPORT:
Assistant Director Hershberger echoed Director Deal's report on how successful this year's Annual Haunted Hayride event went and with all the volunteers that were there on Friday and Saturday night and the show of overwhelming support coming from everyone in the community. Assistant Director Hershberger stated that pictures from the event have been posted on our Facebook page. Assistant Director Hershberger also shared that the Cass County Democrat came to the event to enjoy the night's festivities along with taking pictures and interviewing riders. An article featuring the event will be published in the paper.

Assistant Director Hershberger also stated that our Annual Pumpkin Painting which was held on that Sunday to end the big weekend was a big hit again for this year.

Assistant Director Hershberger stated that we are again gearing up for our Annual December Membership Drive for the month of December; for any annual membership purchased and paid in full with in the month of December will receive 10% off the current membership price plus receive a promotional gift being a full size travel umbrella featuring our New HPR Logo, plus receive 2 Free guest passes.

Assistant Director Hershberger stated that we will also be featuring an "Open House" on Saturday, December 12th from 7:00am to 6:00pm, all daily admissions for that day will be free of charge along with having free healthy treats available and drawings held throughout that day.

Assistant Director Hershberger stated that we will once again be hosting our Annual Holiday Craft Show on Saturday, December 5th in the gymnasium from 10:00am to 4:00pm. Assistant Director Hershberger also stated that we will be featuring over 25 vendors that day and visitors will also enjoy a visit from Mr. & Mrs. Santa Claus along with having entertainment provided by local choirs and dance clubs.

Assistant Director Hershberger reported that our Youth Basketball Program has seen continued successful growth in registration with this program.

MONTH & YTD FINANCIAL REPORT:
Assistant Director Hershberger reported:

HCC FUND:

- HCC Overall Revenue is down as compared to this time last year
    - Part of this revenue reduction is due to the adjustment in the General Fund transfer
    - 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
    - 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 significally as compared to this time last year
- Cost recovery rate for the Community Center year to date is at 75.08%

PARK FUND:

- Parks Overall Revenue is up as compared to this same time last year
    - Due in large part to addition of Fall Baseball Program & increases in tax revenues ytd.
- Concessions revenue up out at ballfields as compared to this same time last year
- Parks Overall Expenses are down as compared to this same time last year

OUTDOOR POOL FUND:
Assistant Director Hershberger stated

- ODP Overall Revenue is up as compared to this same time last year
    - Day pass revenue up as compared from this same time last year
    - Swimming pool use fees up as compared to this same time last year
    - Concessions revenue up as compared to this same time last year
- ODP Overall Expenses down as compared to this same time last year

OTHER BUSINESS:
Mayor Brian Hasek shared information with the Park Board regarding events that will be featured on Saturday, December 5th before and after the Annual Lighting of the Mayor's Christmas Tree Ceremony.

ADJOURN
A motion to adjourn the meeting of the Park Board was made by Mr. Atkinson, seconded by Mr. Miller and approved unanimously by a voice vote of those present, 5-0. The meeting adjourned at 6:38pm. The next meeting is scheduled for December 8, 2015 at 6:00pm.

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Brent Caruthers, Park Board Chairman

ATTEST"

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Amy Fuller, Park Board Secretary

APPROVED, by the Park Board on this 12th day of January, 2016.

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Chris Deal, Parks Director**

DATE: **January 8, 2016**

SUBJECT: **Director Report - Month End Report**

<u>**Type of Item:**</u> *Report*

1. Discussion Item (ID # 2089)

Director Report - Month End Report

Attachments:

December 2015 Monthly Report (PDF)

Membership Statistics:

- **Total HCC Memberships** =2,219
- **Total Number of HCC Members** = 4,129
- **Total Members** for the Community Center decreased by 95 members in the month of December from last month, with losses in Family & Senior Memberships. While our membership revenue year-end for 2015 was lower than the previous year, it still came in higher than the prior 3 years from 2011-2013.
- **Total Monthly Visits (HCC)** = 7,724
- **Most Popular Day (HCC)** = Tuesday, December 29th (384 Visits)

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

- **Community Center Overall Revenue down** by $336,696.54, 24.62% from this time last year
    - Again due in large part to the loss of the general fund transfer in, which totaled $376,833.07 at this time last year (equating to $261,333.07 less in revenue in this category ytd), but is also again due to less revenue in annual memberships, fitness classes, misc. rec programs & personal training ytd. as detailed below
    - **In addition the year-end transfer of sales tax revenue to the Community Center Fund has not been received to date. This revenue is budgeted to be an additional $106,915 that is still to be collected and added to the year-end bottom line for 2015.**
- **Community Center Overall Expenses also down** by $189,752.10, 14.14% from this time last year
    - Also due in large part to the reduction in the admin. fee, which totals $94,740 less in expenses than at this time last year, but is also due to less expenses in utilities, chemicals & other contractual services related to the cost of the repairs from the indoor pool leak in 2014 & less expenses in the recreation contractual services account due to less revenue in Personal Training & Fitness classes
- **Cost Recovery for Community Center ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects)** = 81.85%
    - **Daily Passes** = $57,057.27 (Up $7,125.27, 14.27% from 2014)
    - **Room Rental** = $43,379.00 (Up $871.44, 2.05% from 2014)
    - **Special Events** = $4,165.00 (Up $1,195.00, 40.24% from 2014)
    - **Men's 5 on 5 Basketball** = $5,012.00 (Up $220.60, 4.60% from 2014)
    - **Swim Lessons** = $11,564.66 (Up $2,667.55, 29.98% from 2014)
    - **Annual Membership** = $605,940.63 (Down by $27,540.75, 4.35% from 2014)
        - While our year-end membership revenue is down as compared to 2014 it remained higher than the prior 3 years from 2011-2013 as shown here:
            - Total Annual Membership Revenue for 2013: $604,549.56
            - Total Annual Membership Revenue for 2012: $571,264.41
            - Total Annual Membership Revenue for 2011: $557,677.60

- **Swim Team Rent** = $6,490.00 (Down by $2,690.00, 29.30% from 2014) due to the timing of invoices for the Ray-Pec swim team compared to this time last year – This additional revenue has been invoiced to Ray-Pec and remains to be collected in early 2016
- **Tot Watch Fees** = $2,604.00 (Down by $1,014.50, 28.04% from 2014) likely due to lower participation in fitness classes and a decrease in memberships
- **Fitness Classes Revenue** =$22,635.47 (Down by $4,195.47, 15.64% from 2014) again most likely due to the addition of free class offerings for HCC members & lower memberships overall this year
- **Misc. Rec. Programs** = $81,744.33 (Down by $9,851.35, 10.76% from 2014) due to less participation in some rec. programs, including most notably a decrease in participation in our Summer Camp program this past summer
- **Women's Volleyball** revenue is down by $1,993.32 as compared to last year due to less interest in this program in the early part of the year
- **Activation Fee** = $10,660.00 (Down by $1,250.00, 10.50% from 2014) due to a decrease in new memberships as compared to this time last year
- **Miscellaneous Revenue** = $31,613.69 (Down by $6,6168.70, 16.33% from 2014) due to lower collection of NSF (overdraft) fees charged ytd & the timing of revenue collection for Youth Basketball sponsorships that are still being collected in the early part of 2016
- **Personal Training** = $8,103.00 (Down by $32,698.00, 80.14% 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

- **ODP Overall Revenue** = $131,653.56
- **ODP Overall Expenses** = $158,315.19
- **Cost Recovery for ODP ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects)** = 88.11%
- **Parks Overall Revenue up** by $60,223.30, 12.26% from this time last year due to revenue gains in our tax collections & general fund transfer 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 $41,215.59, 7.75% 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)** = 52.44%
  - **Parks Real Estate Taxes** = $122,225.72 (Up $3,671.33, 3.10% from 2014)
  - **Parks Personal Property Tax** = $36,353.73 (Up $8,616.68, 31.07% from 2014)

- o **Concessions Ball Field Taxable** = $7,389.59 (Up $1,756.65, 31.19% from 2014)
- o **Parks Misc. Rec Programs** = $46,063.00 (Up $7,591.50, 19.73% from 2014)
- o **Parks Personnel Services up** by $16,072.88, 5.39% 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 $2,716.95, 3.52% from 2014 due to some increased costs for contractual services this year, including portable toilets throughout the parks & the addition of umpires & field supervisors for the new Fall Youth Baseball/Softball league
- o **Parks Other Charges down** by $65,686.48, 73.63% 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 Holiday Swim Lessons, Annual Holiday Open House, Winter Adult Leagues, new Fitness classes (Functional Yoga, Pilates & Fitness Dodgeball), Princess Ball special event & Tiny Tikes Tumbling
- Updated lobby power point to include info. about the activities & program offerings above
- Created high-quality January 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 1,924 followers with continual growth and interaction on the page daily!**) & Twitter to inform our community about our programs and activities

Fitness

Staff spent time meeting with new fitness instructor Bailey Hill who is teaching new Functional Yoga and Pilates classes in 2016. Staff also spent time working with the fitness instructors to market their special New Year's resolution fitness class offerings. A new Fitness Dodgeball has also been added to the fitness schedule for 2016 at the request of several patrons in the Group Strength class. New curtains were also installed in the upstairs free weight area after receiving multiple requests from patrons about the bright light in there are certain times of day. Additional items to report:

- Personal Training Revenue: $200.00
- Group Fitness Revenue for Fall Session II (11/9/15-12/20/15) : $2,925
- Total # of Group Fitness classes: 19
- Total # of Group Fitness Registrants: 117
- Youth Fitness Orientations Completed: 6
- Complimentary Fitness Orientations Completed: 5

Monthly Report – Harrisonville Parks & Recreation | December 2015

Parks

Staff spent time decorating the Parks facilities with holiday lights as well as setting up and assisting with the decoration of the Mayor's Christmas tree on the Harrisonville Square in front of the court house. In addition staff also spent time:

- Trimming trees
- Cleaning up debris from high winds
- Hauling surfacing to the trails

Community Center & Outdoor Pool Maintenance

Staff spent time installing new cover plates in the rental rooms after the completion and install of the new touch screen control panels by Integrated Electronics. Staff also spent time:

- Working at the ODP on daily winter maintenance
- Working with Protection One on the replacement of bad door sensors
- Greasing the main pool pump
- Collecting bids for window and door repairs from Santa Fe Glass
- Collecting bids for electrical install or UPS for pool chemical feed control & replacement of outside lights to replace the bad bulbs with new led lights
- Researching alternative options for snow & ice removal to minimize the damage caused by the salt mixture on the building & the gym floor when tracked into the facility
- Making repairs to the ice machine in the Cass kitchen & researching options to replace that unit
- Working with the HVAC company on repairs and preventative maintenance
- Making repairs to various fitness equipment

Recreation

Staff spent time decorating the Mayor's Christmas Tree, hosting our Annual Holiday Craft Show on Sat., Dec. 5th & hosting our Annual Holiday Open House on Sat., Dec. 12th. Other items to report:

- Youth Basketball games start Sat., Jan. 16th with a total of 23 teams this season
- Winter Adult Leagues are scheduled to start the week of January 25th Teams Registered to date:
    - Coed Rec Volleyball: 5 teams
    - Women's Rec Volleyball: 3 teams
    - Women's Comp Volleyball: 3 teams
    - Men's 5 on 5 Basketball: 1 team
- Registration for Girls Volleyball & Youth Baseball/Softball will open in mid-January
- Registration open for our Annual Princess Ball special event to be held on Sat., Feb. 6th
- Registration open for Tiny Tikes Tumbling six-week program to run on Monday nights from Feb. 8th – March 14th

Aquatics

Staff spent time teaching an ARC CPR/First Aid/AED course with 5 participants; all passed the course. In addition staff spent time:

- Setting up & tearing down the Ray-Pec girls swim meet on Dec. 15th
- Continuing with maintenance on the hot tub & pool along with balancing the chemicals and backwashing
- Hosting holiday swim lessons the week of Dec. 14th with 6 class participants; also hosted a holiday party on the last day of lessons
- Researching the type of paint to use to repaint the hot tub & purchased the paint; will be closing down the hot tub and surrounding area on Wed., Jan. 13th to repaint the hot tub interior and the floor area
- Working on confirming ODP Managers for the summer
- Starting to look for AquaCats swim team coaches for the summer
- Conducting lifeguard in-services

Membership

Staff spent time assisting with the setup of the Annual Holiday Craft Show & Annual Holiday Open House/Free Day at HCC. Other items to report:

- Ran Dec. Membership Installment Billings – total billed amount $28,949.54
- Renewed Dec. monthly installment memberships: 62 total
- Received November's SilverSneakers Fitness Membership Payment: $2,640.00
- Invoiced Corporate Accounts (CITY, CASGV,HSD, CRMC & QuikTrip) for Monthly Memberships: $6,201.99
- Invoiced November "Group Visits" - Organizations (Aaron's House, Grand River Residential, Heritage Residential, SERC): $258.00
- Completed Building Rentals at HCC & All Parks Facilities, amount collected: $2,664.50

STAFF REPORT

TO: **Park Board**
FROM: **Chris Deal, Parks Director**
DATE: **January 8, 2016**
SUBJECT: **Staffing Changes/Update on Proposed FLSA Overtime Requirements**

Type of Item: *Report*

2. Discussion Item (ID # 2090)

Staffing Changes/Update on Proposed FLSA Overtime Requirements

Attachments:
MEMO on Staffing Changes & Update on Proposed FLSA Overtime Requirements (PDF)
2016 Parks & Recreation Org Chart (PDF)
HCC Manager's Bio Sheet (Updated 1.7.16) (PDF)
FLSA Overtime Changes (PDF)

MEMO

TO: Park Board

CC: Mayor Hasek & Mike Tholen, Acting City Administrator

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

DATE: January 6, 2016

RE: Staffing Changes/Update on Proposed FLSA Overtime Requirements

Cassie Murphy, full-time Recreation Coordinator, recently resigned from her position on December 30, 2015. Her primary responsibilities included oversight and management of special events, concessions & youth recreation programs.

Wendy & I met to discuss our options in terms of covering these key responsibilities & after careful consideration determined that it was the most beneficial to our department to restructure & redistribute some of these responsibilities to key staff members as follows:

- Promoted Gideon Lockett, previously in the part-time permanent position of Recreation Coordinator of Fitness to a newly created full-time position as Recreation Coordinator of Fitness & *Youth Programs*
- Utilize the funds currently budgeted in 2016 for the former 29 hour/week permanent part-time position of Recreation Coordinator of Fitness totaling **$20,148** to make the following changes:
    - Added additional *Concessions* responsibilities to Faith Raulie's FT Recreation Coordinator of Athletics position by giving her a 10% salary increase
    - Hire a part-time Special Events Coordinator at the hourly rate of $12/hr. *15 hours/week (780 hours + 50 hours managing at special events)
    - Increase Summer Camp Coordinator hourly rate to $12/hr.
    - Total Estimated Cost in 2016 to make these staffing changes: **$13,933**
        - Estimated Savings in 2016 to be used towards cost of adding Building Supervisors per new Fair Labor Standards Act (FLSA) requirements: **$6,215**

These staffing changes have been approved by our Park Board Chairman, Personnel & Finance Committee and the Acting City Administrator.

With regards to the proposed FLSA overtime requirements, as the Board will recall there are proposed overtime rule revisions issued by the Federal Labor Department that could take effect in 2016. In short the main impact of the revisions would be to raise the minimum salary level required to classify employees as exempt to $50,440 per year over the current level of $23,660 per year. Please see the article included from IPMA-HR magazine for additional details on the proposed changes.

These revisions would have a significant impact on the operations of the Parks & Recreation Department as we currently have four full-time employees that are classified as exempt at this time that would not meet the new required minimum salary level to remain in that status. In order to comply with these new federal guidelines we would either have to move up the salary level for all of our exempt employees or change their FLSA status to non-exempt hourly.

Based on our research & discussions with other area Parks & Recreation departments as well giving consideration to our current budgetary constraints it is our recommendation to change the status of any impacted employees to non-exempt hourly provided that these proposed changes take effect. With this change in FLSA status we would be required to limit those impacted staff members to a 40 hour work week and pay overtime for any additional hours worked.

With the current structure of our community center operations & management we would need to hire additional part-time building supervisors in order to keep our staff to a 40 hour work week by removing them from Friday evening & weekend building supervisory responsibilities.

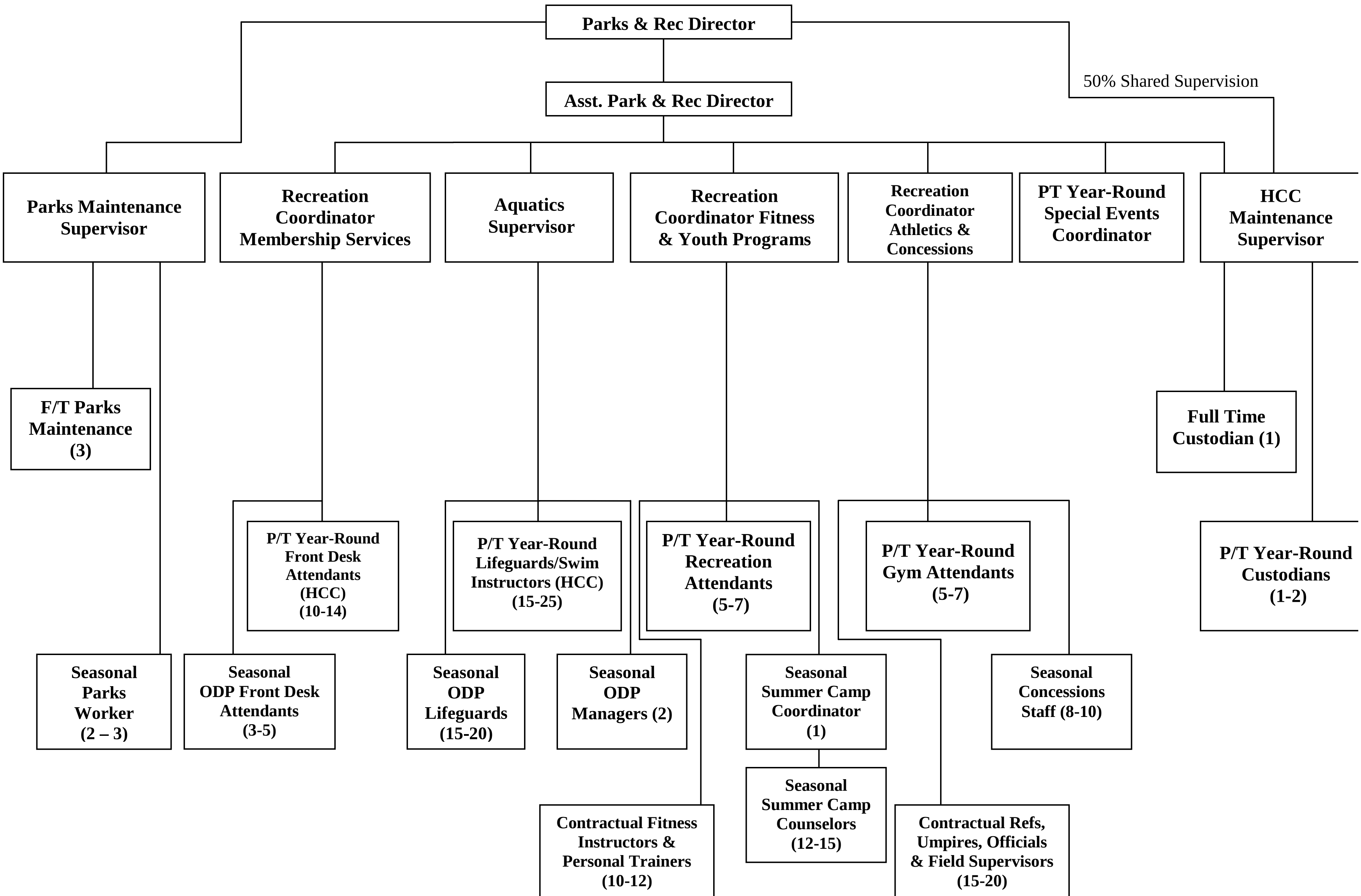
This would be the most economical approach for us to take as a department in order to continue to fully operate our programs and the community center at our current service levels. In summary the following changes would be made in order to comply with the proposed FLSA requirements:

- We have four positions that are currently full-time exempt that would be impacted and it **would add approx. $80,000 annually** to our budget in 2016 to increase their current pay to the newly proposed minimum of $50,440 (Not economically feasible or recommended)
    - Change the FLSA status of these positions to non-exempt hourly and budget for additional **overtime hours** totaling **$4,000**
- Hire **part-time Building Supervisors** to cover some evening and weekend hours that our full-time exempt staff had previously been covering at the community center
    - **Estimated Building Supervisor Hours**
        - Friday Evenings from 4pm-8:30pm (4.5 hrs./wk. * 52 = 234)
        - Saturdays from 6:30am-6:30pm (12 hrs./wk. * 52 = 624)
        - Sundays from 9:30am-6:30pm (9 hrs./wk. * 52 = 468)
        - Additional Hours for After-Hours Rental Coverage = 300 hours
        - Total Estimated Cost = 1626 Hours * $10/hr. = **$16,260**
    - Total Additional Cost for **Overtime Hours & Building Supervisors** = $20,260 Less Savings from Staffing Changes Listed Above of $6,215 = **$14,045 Total Budget Impact**

Staff will continue to monitor these proposed FLSA revisions to determine if they become law in 2016. If the changes are adopted we will bring the addition of overtime hours & building supervisors back to the Park Board for approval as a mid-year adjustment to the 2016 budget.

Staff would be glad to answer any questions that the Park Board might have regarding the staffing changes and the potential impact of the proposed FLSA overtime requirements.

HARRISONVILLE PARKS & RECREATION (Revised 1.6.16)



Harrisonville Parks & Recreation Manager's Bios as of 1/7/16

Chris Deal

Parks & Recreation Director

Chris graduated from the University of Missouri with a Masters in Parks & Recreation and a minor in Public Administration. He worked for 10 years for the YMCA in Kansas City and Fort Worth Texas as a Programmer and District Executive, 17 years as Parks & Recreation Director for the City of Liberty, MO and 3 years as Parks & Recreation Director for the City of Sanibel Island, FL. Chris began as Director of the Harrisonville Parks & Recreation Dept. in May of 2011. In the past Chris has served as the President of the KC Area Directors, President of the Municipal Section of the MPRA, Program Chair for the MPRA Conference in 2013 and Conference Chairman of the MPRA in 2014. Chris is a member of the Harrisonville Rotary Club and a board member for Bright Futures USA in Harrisonville.

Wendy Hershberger

Assistant Director

Wendy completed her undergraduate degree at Drury University in Springfield, MO and obtained her Master's in Public Administration from the University of Missouri Kansas City. She began as Assistant Director of Parks & Recreation in Harrisonville in August of 2013. Prior to her work in parks & recreation she worked as a Management Analyst for the City of Lee's Summit Public Works Department & while completing her MPA she served as a Graduate Research Assistant/Peace Corps Fellow in the Public Affairs Department at UMKC. Wendy is a returned Peace Corps volunteer, who successfully completed two years of service as a community educator in the Kingdom of Tonga, South Pacific. She is a long-standing board member and most recently board president of the Greater Kansas City Chapter of the American Society for Public Administration.

Amy Fuller

Recreation Coordinator Membership Services

Amy has been employed with the Community Center since late February 2006. She began with the department as a Front Desk Attendant/Tot-Watch staff member and was promoted to the full-time position of Recreation Coordinator of Membership Services in August of 2013. In her current position she assists in a variety of capacities with new and existing members as well as being over all rentals both at the Community Center and throughout the Parks.

Gabe Dalton

Building Maintenance Supervisor

Gabe started with the Harrisonville Parks & Recreation Dept. in May of 1998. He became the Maintenance Supervisor at the Community Center in 2005 and is in charge of maintenance at both the indoor and outdoor pools. He is a Certified Aquatic Facility Operator and a Certified Pool Operator.

Johnny Crook

Parks Maintenance Supervisor

Johnny started with the Harrisonville Parks & Recreation Dept. in 1984. During this time he has seen many changes in the parks system. He has been involved with building shelter houses, installing new playground equipment and building three new ball fields.

David Killpack

Aquatics Supervisor

Dave joined the Harrisonville Parks & Recreation Dept. as the Aquatics Supervisor in February of 2014. He brought with him extensive knowledge and experience in the area of aquatics programming and supervision. Dave has worked as an Aquatics Director and Aquatics Facility Manager for 14+ years. In addition, he is a Certified Parks & Recreation Professional, Certified Aquatic Facility Operator and a Certified American Red Cross Instructor. He holds a Bachelor of Arts degree in Recreation.

Gideon Lockett

Recreation Coordinator Fitness & Youth Programs

Gideon is a certified personal trainer with ISSA (International Sports Science Association) and a fitness counselor. He started working for the Harrisonville Parks & Recreation Dept. as a Recreation Attendant in 2013 & then as the part-time Recreation Coordinator of Fitness until being recently promoted to full-time as the Recreation Coordinator of Fitness & Youth Programs. He coaches football and track for Harrisonville High School and is a past collegiate athlete. He enjoys spending time with his wife Faith, who we are proud to also have on the Harrisonville Parks & Recreation staff. Gideon's purpose is to touch the lives of others through self-improvement. He enjoys working with both youth and adults.

Faith Raulie

Recreation Coordinator Athletics & Concessions

Faith graduated from Warrensburg High School and attended Missouri Valley College on a basketball and track scholarship. She graduated in May, 2013 with a double major in Recreation Administration and Human Services. Faith joined the Harrisonville Parks & Recreation Dept. at the end of May, 2013 where she started as a Recreation Assistant & has since been promoted to the full-time position of Recreation Coordinator of Athletics & Concessions. Faith's favorite parts of her job are the relationships that she develops with the families and businesses within the community.

Public Employers Must Prepare for New Federal Overtime Rules

FLSA Changes May Require Annual Employee Reclassifications

By Ed Lamb

One of the most significant changes to how U.S. employers classify and pay workers is on track to occur in 2016. No exact date has been set, but significant revisions to Fair Labor Standards Act (FLSA) overtime pay rules published by the Department of Labor on July 6, 2015, remain set to take affect within months of the closing of a public comment period in early September.

The new requirements, labeled "Defining and Delimiting the Exemptions for Executive, Administrative, Professional, Outside Sales and Computer Employees," promise to leave organizations from convenience stores to state and local government agencies struggling to meet budgets, write job descriptions and assign tasks. Under that rule, the minimum salary an organization must offer to make an employee exempt from overtime would more than double. At the same time, the proposed annual adjustments to that salary basis test for exempt/nonexempt status could necessitate yearly determinations of how to categorize workers.

Complicating that last issue is a vague statement in the proposed rule that the Labor Department is "considering" rewriting the criteria used to exempt administrative personnel, professionals, outsides salespeople and certain computer workers from overtime eligibility regardless of salary. Any such changes to the so-called duties tests would impact government agencies, public safety departments and educational institutions particularly hard because the distinction between roles are often fluid, with individuals doing whatever is needed in order to serve constituents and respond to crises.

Challenges to budgeting, personnel management and professional development loom large. Whatever ways public sector employers address the new requirements, IPMA-HR Executive Director

Reichenberg is sure of one thing: "The HR department will be at the center of these discussions and decisions."

Existing Overtime Exemptions as Outdated, Unfair

DoL's Wage and Hours Division created a webpage (www.dol.gov/whd/overtime/NPRM2015/) for the proposed overtime rule revisions. A statement from the office explains that the Obama administration believes that "failure to update the overtime regulations has left an exception to overtime eligibility originally meant for highly-compensated executive, administrative, and professional employees now applying to workers earning as little as $23,660 a year."

Consequently, federal regulators want to raise that salary threshold to $50,440 per year, or $970 each week. Any worker who earns less than this amount would become eligible to earn time-and-a-half after working 40 hours during a workweek. Employees earning more could still be eligible for overtime pay if they qualified as nonexempt under a duties test. Regardless of their duties, highly compensated employees earning in excess of $122,000 each year would remain exempt from overtime eligibility under the revised rules.

Outside of the DoL, the greatest proponent of changing the overtime rules in the way proposed has been the Economic Policy Institute. In a list of frequently asked questions on its website (www.epi.org), the institute wrote, "The overtime salary threshold of $455 per week ($23,660 per year) is ... less than the poverty threshold for a family of four."

The think tank also noted that "the greatest share of salaried workers in the occupation who would directly benefit would be office and administrative support occupations (48.8 percent); transportation and material moving occupations (44.3 percent); construction and extraction occupations (43.3 percent); installation, maintenance, and repair occupations (41.4 percent); and production occupations (38.6 percent)."

IPMA-HR Asks for Greater Flexibility

IPMA-HR and its members recognize that the current salary basis is often too low to ensure all employees receive fair pay. In comments prepared and submitted in conjunction with the International Municipal Lawyers Association (IMLA), the association alerted the DoL that "our associations acknowledge the need to adjust the current salary basis." The large jump, however, does not accommodate different economic realities, according to the associations.

Noting both that the cost of living varies greatly by locality and that cities and counties have recovered more slowly from the Great Recession than other government units, IPMA-HR and IMLA requested either locality adjustments or a smaller increase. Surveys of IPMA-HR members revealed majority support for the latter option, with most calling for a salary basis increase to either $685 per week or $800 per week.

The full comments are available on the IPMA-HR's website at http://bit.ly/1iqBVzk. The two other greatest concerns shared with federal regulators were that requiring yearly adjustments to the salary basis test could lead to perpetual employee reclassification and greater numbers of lawsuits regarding classifications under the FLSA.

For instance, IPMA-HR and IMLA noted, changing the salary basis every 12 months would compel employers to make one of three decisions each year

- Keep workers in exempt positions.
- Change formerly exempt salaried workers to nonexempt hourly status.
- Rewrite job descriptions to meet duties test definitions for exemptions from overtime pay.

Regarding the potential legal fallout from revising the duties tests, IPMA-HR and IMLA wrote that setting an "arbitrary" standard of engaging in exempt activities at least half of the time while working fails to recognize how often public sector employees engage in team efforts, cross-functional duties and self-directed assignments. Imposing a 50-percent exempt standard could, according to the associations, "encourage additional litigation by employees who could allege that they only spent 45 percent rather than 50 percent of their time on exempt activities."

If no other action occurs before new FLSA overtime rules go into effect, Reichenberg said "any changes to the duties tests should be subject to a new notice and comment period."

Congress Also Concerned

Led by Republicans in the U.S. House of Representatives, some members of Congress have also asked the Labor Department to reconsider the new overtime rules. Focusing mostly on small businesses, elected officials have requested local adjustments to the salary basis and clarifications on how to classify service sector workers like fast-food shift managers who supervise small crews while also performing hands-on tasks like operating the register.

During an Oct. 8, 2015, hearing before the House Subcommittee on Investigations, Oversight and Regulations, Nevada Rep. Crescent Hardy, who chairs the group, called the rules "tone deaf" and unhelpful for "the bottom line." Industry representatives from restaurants, home builders and retailers shared that assessment, criticizing the proposed overtime rules as unrealistically "one-size-fits-all."

Do Not Wait on Compliance

Despite the criticisms and requests for further revisions, organizations will likely need to begin complying with the new overtime rules soon. Reichenberg said to expect the final rule to "be close to the proposed rule for the increase in the salary basis test, annual [salary basis] indexing, and the highly compensated employees exemption."

When that happens, he continued, "each organization will need to decide if it wants to increase the salaries to keep employees exempt or convert them to nonexempt employees who would be entitled to overtime. IPMA-HR intends to provide members with information about the final regulations, and we will be looking at developing a training program that will assist governments to comply with the new rules."

Ed Lamb is a freelance editor and writer in Virginia Beach, Va. He can be reached via email at thoroughcursor@gmail.com.

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Chris Deal, Parks Director**

DATE: **January 8, 2016**

SUBJECT: **Potential Parkland Donation**

Type of Item: *Report*

3. Discussion Item (ID # 2091)

Potential Parkland Donation

Attachments:

MEMO on Parkland Donation Proposal (PDF)

Potential Parkland Dedication 1 (JPG)

Potential Parkland Dedication 2 (JPG)

Potential Parkland Dedication 3 (JPG)

MEMO

TO: Park Board

CC: Mayor Hasek, Mike Tholen, Acting City Administrator

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

DATE: January 6, 2016

RE: Parkland Donation Proposal

Please see attached some pictures of a retention pond and surrounding area that has been offered as a donation for parkland. The donation comes from John Foster & is located on Meghan Drive, just south of the Harrisonville Elementary School.

John Foster may be at the Park Board meeting to talk about this property and his donation offer. Staff very much appreciates this offer from Mr. Foster and there are some things that need to be researched by staff and discussed by the Board.

The areas of discussion are as follows:

1. If this land were to be accepted, it would function as a neighborhood park; therefore the fence around the pond would come down to allow for recreational use. Staff has a call into the city's insurance company to see if there would be any increase in insurance coverage. And if so, by how much.

2. The estimated cost to maintain this area would be approximately $2,000 annually. That does not include any additional features that may be added to the park area, such as a trail, benches, shelter, etc. The $2,000 would need to be added as a 2016 mid-year budget adjustment and included in the annual budget going forward.

3. Since the fence would come down, this changes the use and availability of the proposed land area. Therefore it would be courteous to send an information letter to the neighbors surrounding the proposed park area. The letter would state something similar to the following: *"The City is looking into developing the water retention pond and surrounding area close to your home into a neighborhood park. The fence would be taken down and a connecting trail would be added at some point to make a complete trail circle around the park for public use. If you have any suggestions for the proposed development of the park, please contact the Parks & Recreation Director by returning your comments in the enclosed stamped envelope or by e-mailing cdeal@ci.harrisonville.mo.us. Thank you."*

This memo was provided for discussion purposes and a future decision on the acceptance or denial of this parkland donation proposal. Staff should have the insurance information by the February Board meeting for further Board review. Thank you.

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Chris Deal, Parks Director**

DATE: **January 8, 2016**

SUBJECT: **Completion of A/V Upgrades**

Type of Item: *Report*

4. Discussion Item (ID # 2092)

Completion of A/V Updgrades

Attachments:

Memo on Completed AV Upgrades (PDF)

MEMO

TO: Park Board

CC: Mayor Hasek & Mike Tholen, Acting City Administrator

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

DATE: January 6, 2016

RE: Completion of A/V Upgrades

As approved by the Park Board at the June 9, 2015 meeting the repairs & upgrades to the audio/visual equipment in the community center rental rooms have been completed at this time. The original estimate on the project was $26,509.50 (with $13,732.50 covered & received under the lightning strike insurance claim) & the actual project total came to $25,109.30, a savings of $1,400.20.

The following is an overview of the major changes and upgrades that were made during the completion of this project:

- Fully repaired all damaged areas caused by the lightning strike
- Replaced the old components in the rack area to support HDMI video switching
- Replaced the old VGA video input jacks with a combination jack that can handle HDMI, Composite Video and Component Video as well as audio
- Installed input jacks in the Cass & Harrison Rooms
- Installed an output jack in the Multi-Purpose Room that allows us to connect a TV on a cart to that room
- Installed one Blu-ray player in the rack with a second unit that can be plugged into either the Cass or Harrison room or plugged directly into the TV on the cart
- Installed and programed three new 5" wall mounted touch panels for control of the whole system

These upgrades will most certainly have a positive impact on our rental offerings here at the community center as it allows us to meet the current technological demands for our renters & facility members.

Staff will be happy to answer any questions regarding the completed A/V upgrades at the meeting.

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Chris Deal, Parks Director**

DATE: **January 8, 2016**

SUBJECT: **HCC Membership Report**

Type of Item: *Report*

5. Discussion Item (ID # 2093)

HCC Membership Report

Attachments:

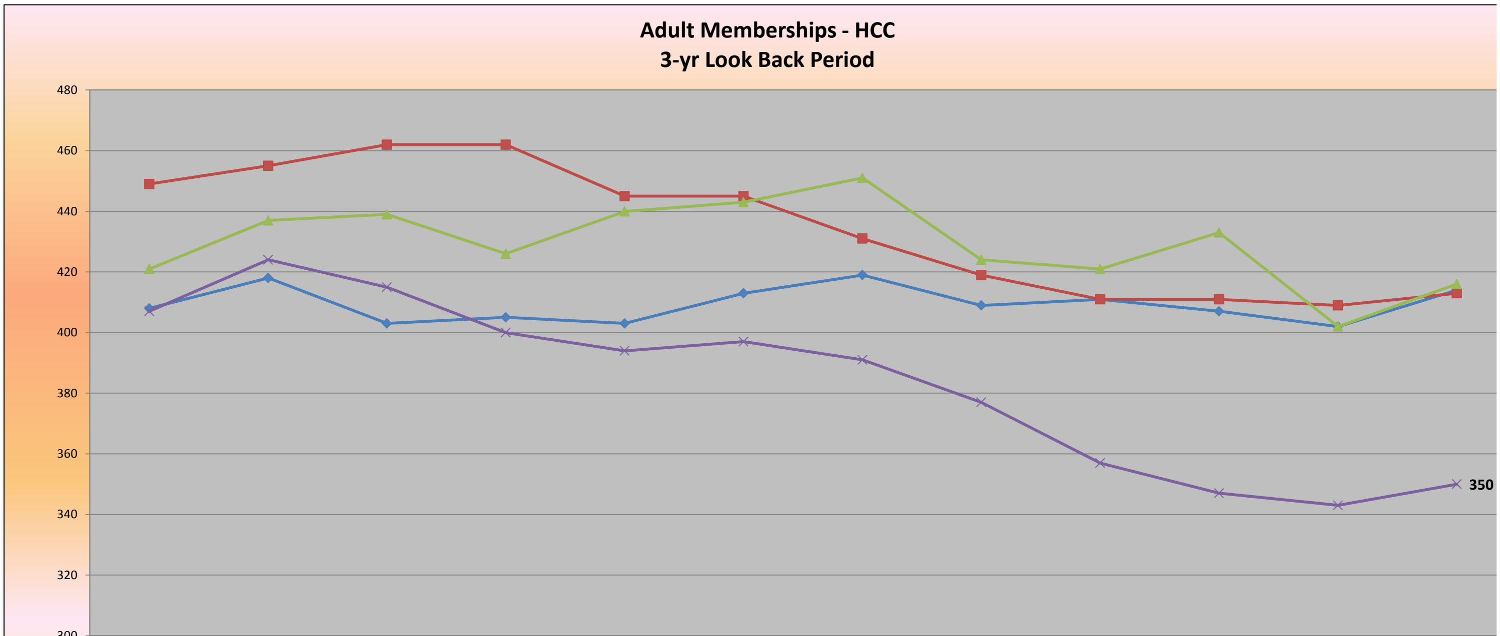
Membership Statistics - Chart(PDF)

HCC Membership Statistics - Graphs(PDF)

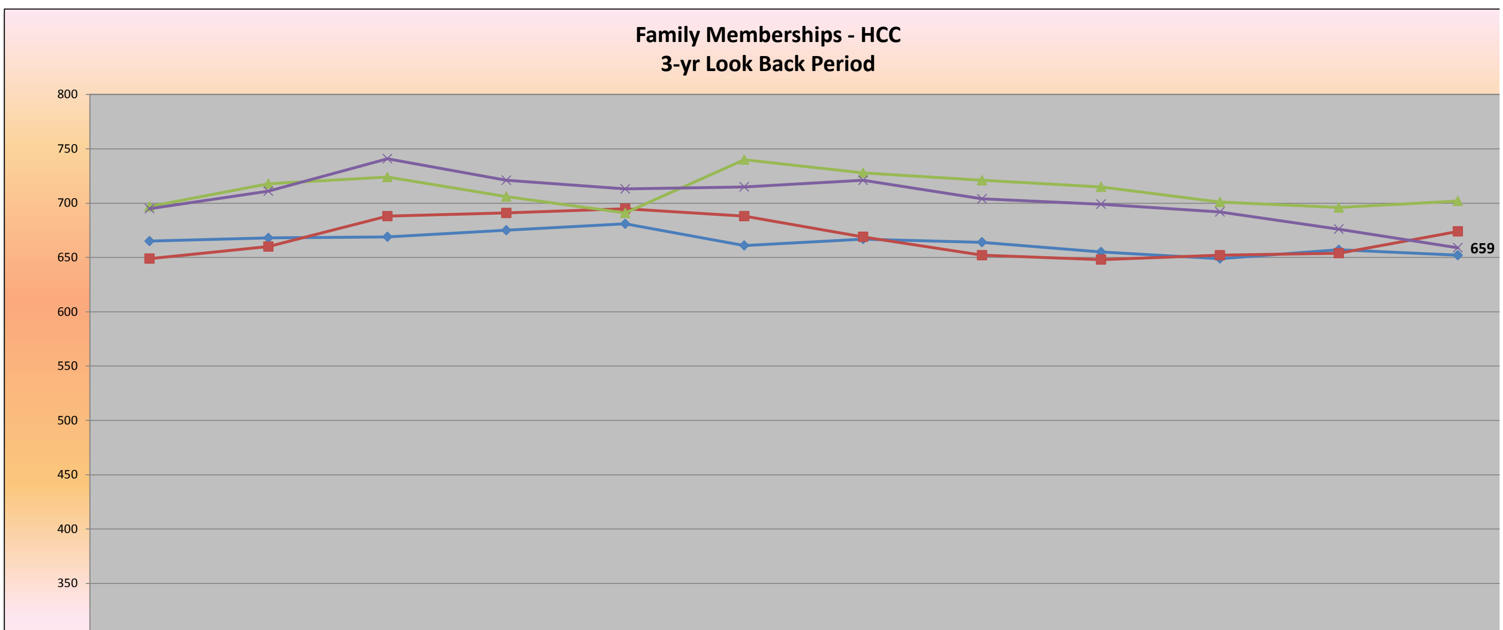
HPR Membership Tracking
3-Year Period
Park Board Meeting: January 12, 2016

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%**
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	342	15	0	699	0	23	0	0	209	4	115	849	0	45	0	**4336**	**0**
% Difference/yr	-13.64%	-40.00%	-100.00%	-2.24%	-100.00%	76.92%	0.00%	-100.00%	-5.00%	33.33%	-0.86%	21.29%	0.00%	-22.41%	0.00%	**0.21%**	**-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	335	12	0	692	0	23	0	0	215	3	119	851	0	43	0	**4303**	**0**
% Difference/yr	-17.69%	-53.85%	0.00%	-1.28%	0.00%	76.92%	0.00%	0.00%	0.00%	0.00%	4.39%	19.52%	0.00%	-23.21%	0.00%	**0.23%**	**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	327	16	0	676	0	23	1	0	214	2	120	842	0	40	0	**4224**	**0**
% Difference/yr	-13.72%	-30.43%	0.00%	-2.87%	0.00%	76.92%	0.00%	0.00%	-1.83%	100.00%	3.45%	17.27%	0.00%	-24.53%	0.00%	**-0.87%**	**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	329	21	0	659	0	22	1	0	201	1	109	834	0	42	0	**4129**	**0**
% Diff. Prev. Mo.																	
2013	-0.26%	20.00%	0.00%	3.06%	0.00%	-22.22%	0.00%	0.00%	5.41%	100.00%	-3.64%	2.58%	0.00%	2.04%	0.00%	**2.47%**	**0.00%**
2014	3.96%	-4.35%	0.00%	0.86%	0.00%	38.46%	0.00%	0.00%	0.92%	-100.00%	5.17%	0.70%	0.00%	0.00%	0.00%	**1.76%**	**0.00%**
2015	**0.61%**	**31.25%**	**0.00%**	**-2.51%**	**0.00%**	**-4.35%**	**0.00%**	**0.00%**	**-6.07%**	**-50.00%**	**-9.17%**	**-0.95%**	**0.00%**	**5.00%**	**0.00%**	**-2.25%**	**0.00%**

Updated by Wendy Hershberger: 1/7/2016 @ 6:11 PM

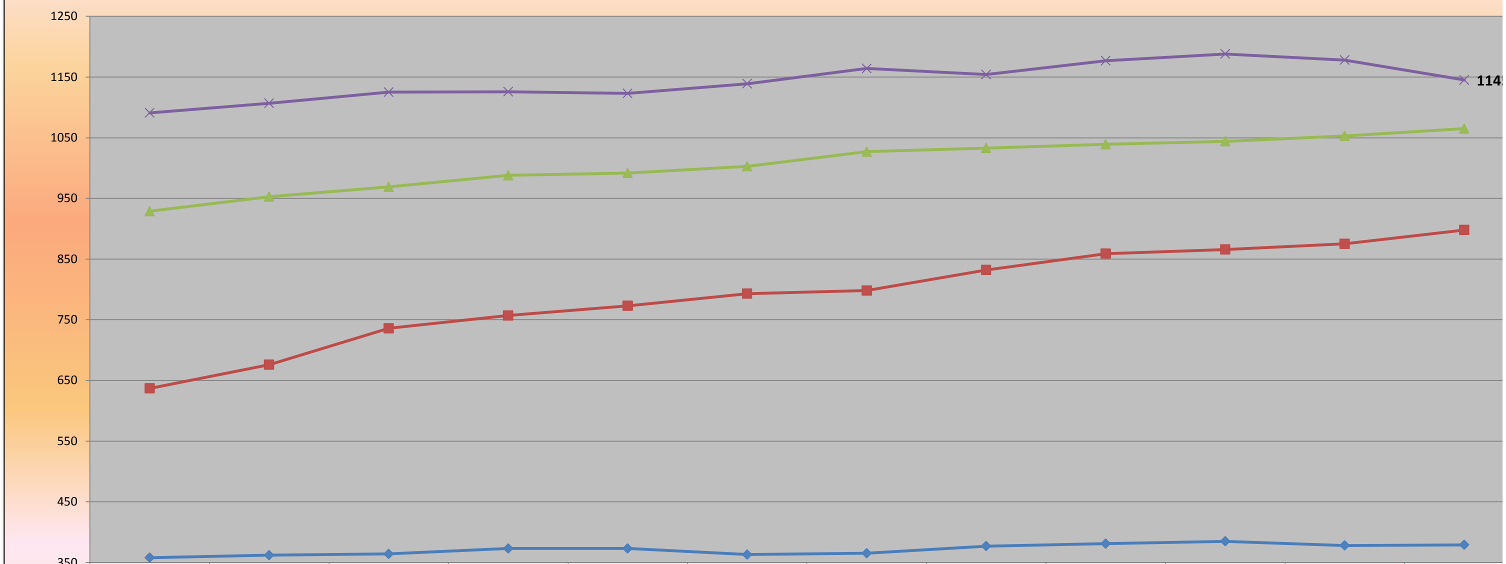


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	408	418	403	405	403	413	419	409	411	407	402	414
2013	449	455	462	462	445	445	431	419	411	411	409	413
2014	421	437	439	426	440	443	451	424	421	433	402	416
2015	407	424	415	400	394	397	391	377	357	347	343	350



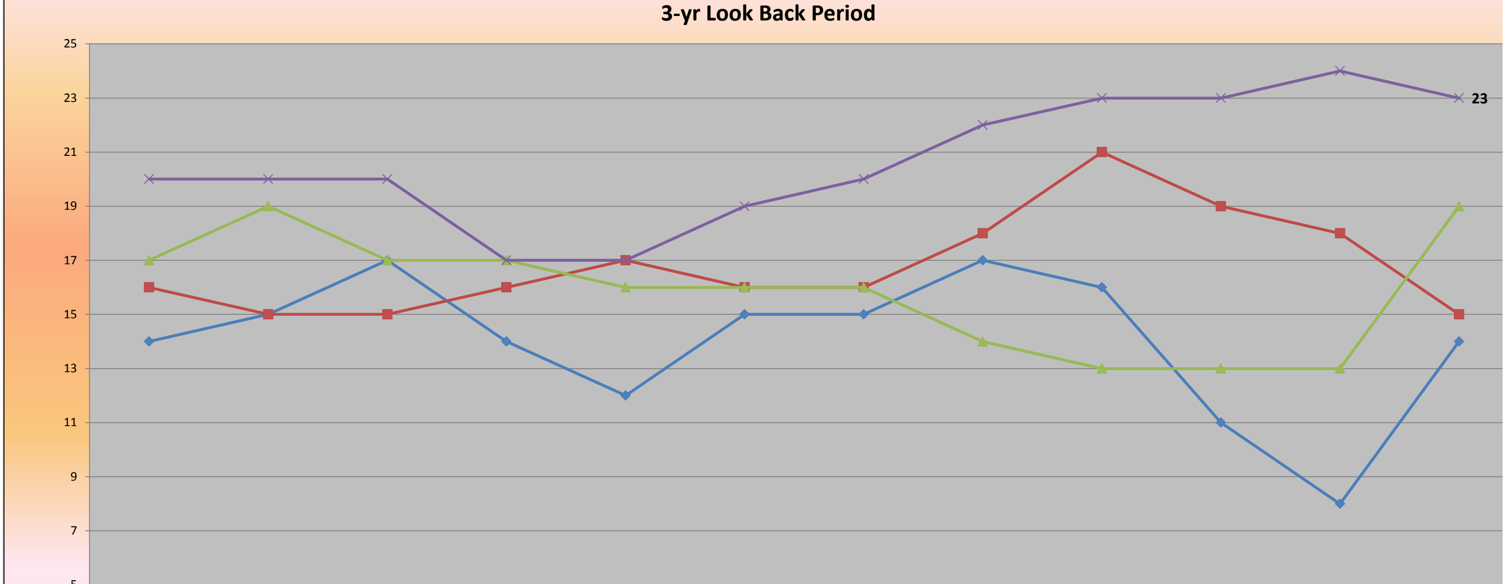
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	665	668	669	675	681	661	667	664	655	649	657	652
2013	649	660	688	691	695	688	669	652	648	652	654	674
2014	697	718	724	706	691	740	728	721	715	701	696	702
2015	695	711	741	721	713	715	721	704	699	692	676	659

Senior Memberships - HCC
3-yr Look Back Period



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	358	362	364	373	373	363	365	377	381	385	378	379
2013	637	676	736	757	773	793	798	832	859	866	875	898
2014	929	953	969	988	992	1003	1027	1033	1039	1044	1053	1065
2015	1091	1107	1125	1126	1123	1139	1164	1154	1177	1188	1178	1145

Youth Memberships - HCC
3-yr Look Back Period



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	14	15	17	14	12	15	15	17	16	11	8	14
2013	16	15	15	16	17	16	16	18	21	19	18	15
2014	17	19	17	17	16	16	16	14	13	13	13	19
2015	20	20	20	17	17	19	20	22	23	23	24	23

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Chris Deal, Parks Director**

DATE: **January 8, 2016**

SUBJECT: **Month & YTD Financial Report**

Type of Item: *Report*

6. Discussion Item (ID # 2094)

Month & YTD Financial Report

Attachments:

Revenue vs. Expenditures (PDF)

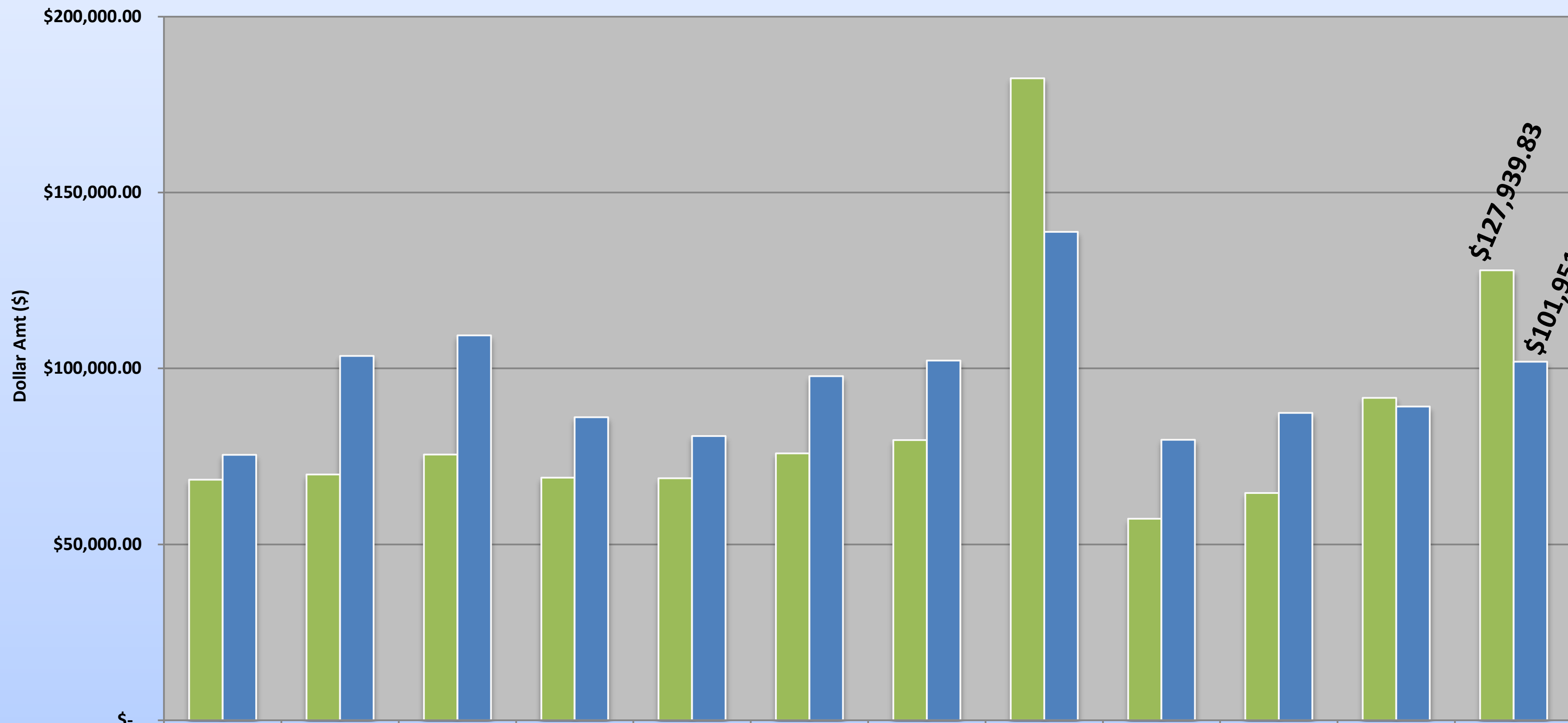
Utilities (PDF)

Parks Financials (PDF)

ODP Financials (PDF)

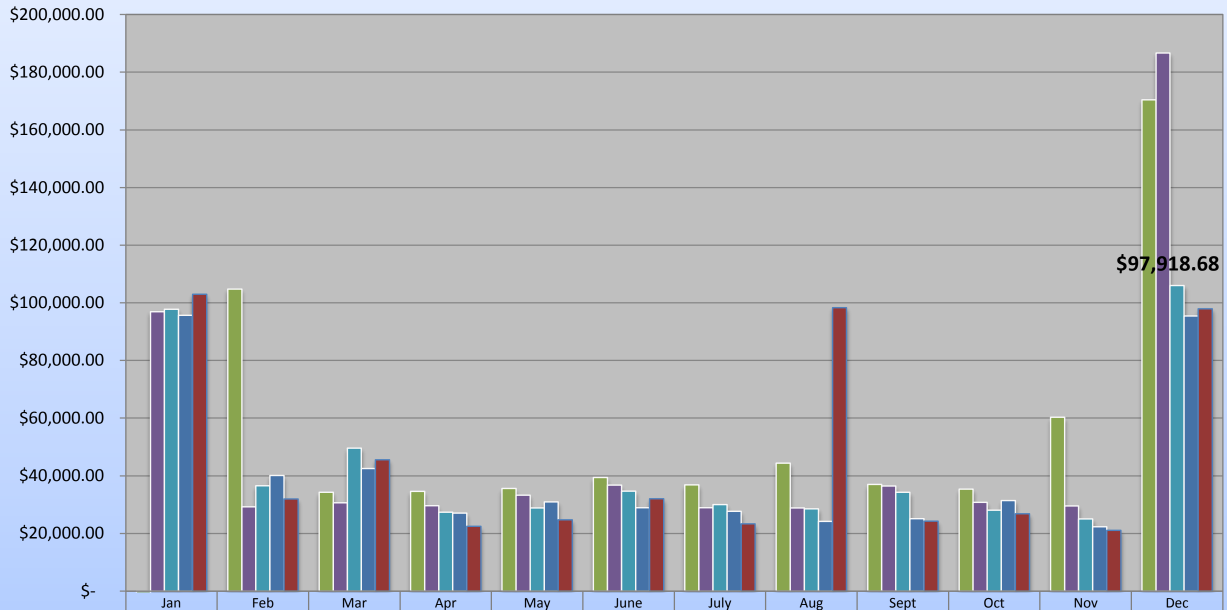
HCC Financials (PDF)

Revenue Vs. Expenditures (HCC)
By Month-2015



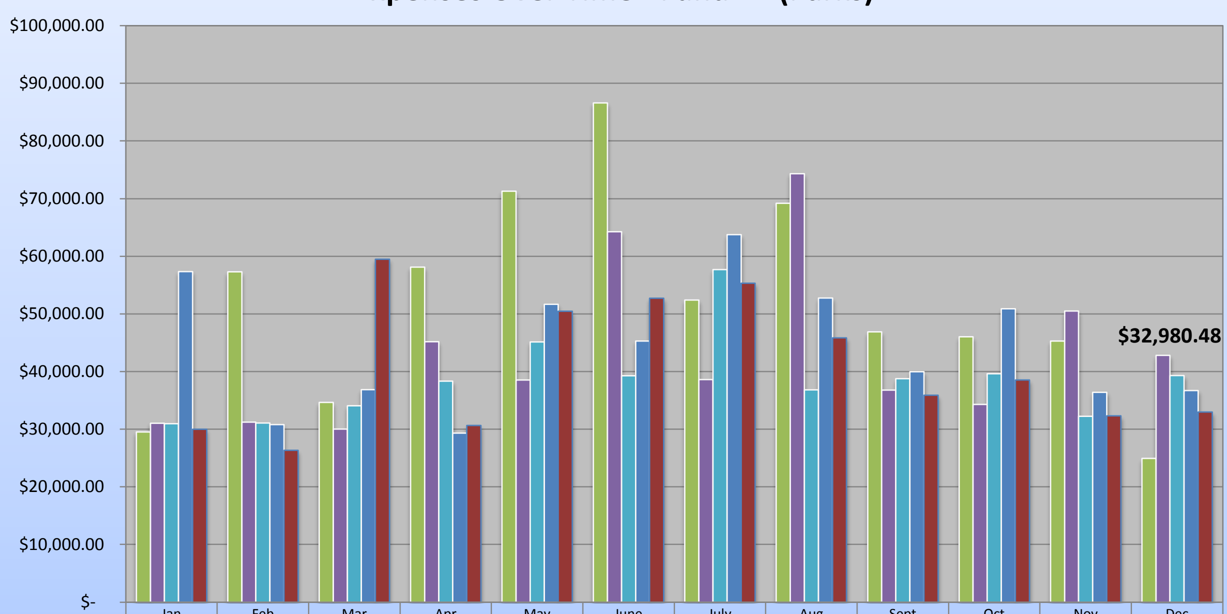
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Revenue	$68,364.78	$69,822.19	$75,541.37	$68,964.95	$68,768.55	$75,878.57	$79,659.72	$182,522.67	$57,253.55	$64,638.45	$91,628.64	$127,939.83
EXPENSES	$75,474.70	$103,570.45	$109,374.20	$86,099.25	$80,819.03	$97,792.99	$102,251.76	$138,851.37	$79,759.56	$87,369.50	$89,146.03	$101,951.91

Revenue Over Time - Fund 11 (Parks)



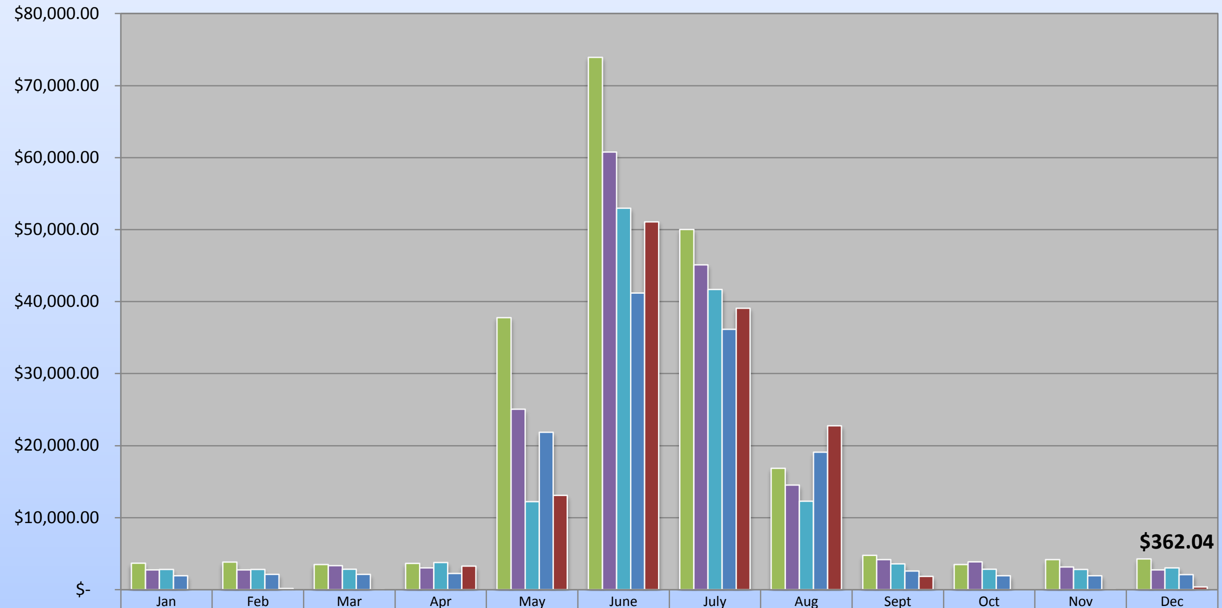
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2011	$(11,704.34	$104,724.43	$34,296.60	$34,598.72	$35,560.24	$39,401.14	$36,806.29	$44,393.04	$36,997.16	$35,370.39	$60,290.63	$170,453.45
2012	$96,919.60	$29,226.68	$30,632.62	$29,592.69	$33,298.62	$36,752.01	$28,943.12	$28,845.21	$36,431.79	$30,787.42	$29,550.56	$186,628.29
2013	$97,783.02	$36,492.62	$49,571.52	$27,348.30	$28,799.50	$34,671.09	$29,995.58	$28,538.47	$34,252.28	$28,097.02	$25,010.43	$106,019.47
2014	$95,687.00	$40,096.46	$42,496.04	$27,014.83	$30,952.73	$28,923.53	$27,636.62	$24,146.49	$25,069.49	$31,388.37	$22,274.77	$95,411.99
2015	$102,980.43	$31,960.38	$45,512.13	$22,462.88	$24,752.03	$31,997.61	$23,292.94	$98,340.48	$24,229.43	$26,798.38	$21,076.25	$97,918.68

Expenses Over Time - Fund 11 (Parks)



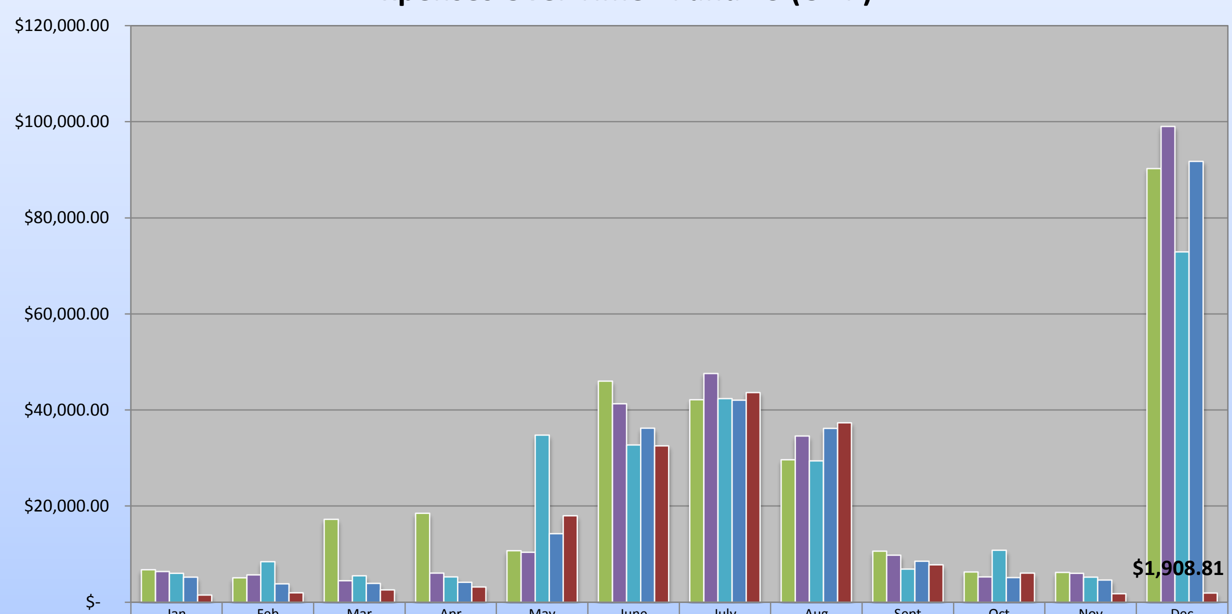
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2011	$29,545.27	$57,306.97	$34,651.78	$58,142.48	$71,297.54	$86,592.72	$52,402.43	$69,202.69	$46,908.57	$46,063.84	$45,299.53	$24,939.61
2012	$31,046.07	$31,247.84	$30,045.51	$45,196.21	$38,552.75	$64,256.59	$38,638.49	$74,315.86	$36,806.84	$34,299.17	$50,507.86	$42,830.74
2013	$30,972.45	$31,074.18	$34,094.10	$38,349.40	$45,152.39	$39,286.38	$57,700.44	$36,825.85	$38,772.90	$39,650.18	$32,250.16	$39,330.35
2014	$57,362.40	$30,818.61	$36,862.69	$29,332.18	$51,676.43	$45,305.94	$63,751.64	$52,775.03	$39,968.29	$50,912.04	$36,408.58	$36,715.39
2015	$30,013.11	$26,360.50	$59,488.92	$30,672.62	$50,457.49	$52,712.63	$55,343.43	$45,864.72	$35,906.34	$38,543.82	$32,329.57	$32,980.48

Revenue Over Time - Fund 13 (ODP)

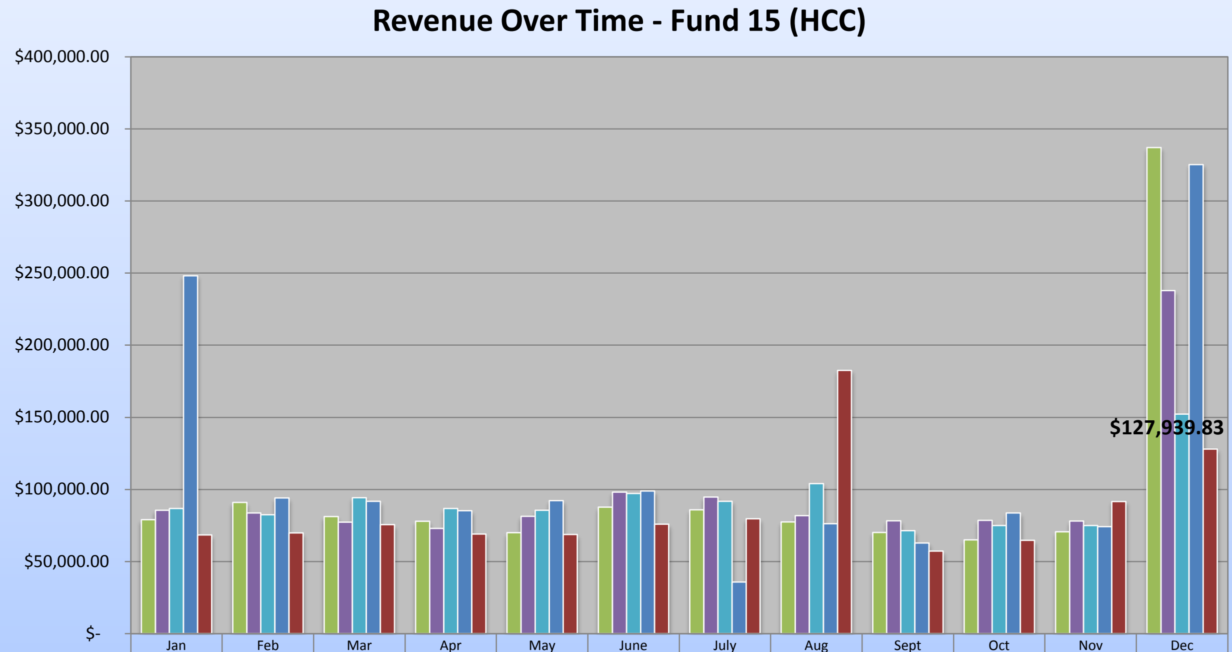


	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2011	$3,662.93	$3,825.87	$3,495.58	$3,644.02	$37,779.40	$73,920.89	$50,030.74	$16,856.27	$4,752.47	$3,493.44	$4,156.13	$4,251.54
2012	$2,726.90	$2,731.84	$3,337.22	$3,030.40	$25,053.77	$60,773.53	$45,115.57	$14,528.16	$4,155.74	$3,870.89	$3,137.42	$2,744.13
2013	$2,795.53	$2,814.36	$2,827.69	$3,777.61	$12,209.71	$52,982.44	$41,699.40	$12,282.17	$3,580.92	$2,816.91	$2,811.77	$3,016.69
2014	$1,932.73	$2,114.31	$2,112.67	$2,248.97	$21,843.32	$41,185.96	$36,156.47	$19,073.37	$2,592.74	$1,924.58	$1,930.58	$2,077.95
2015	$-	$161.85	$10.00	$3,265.00	$13,093.14	$51,084.58	$39,084.64	$22,768.72	$1,821.74	$-	$1.85	$362.04

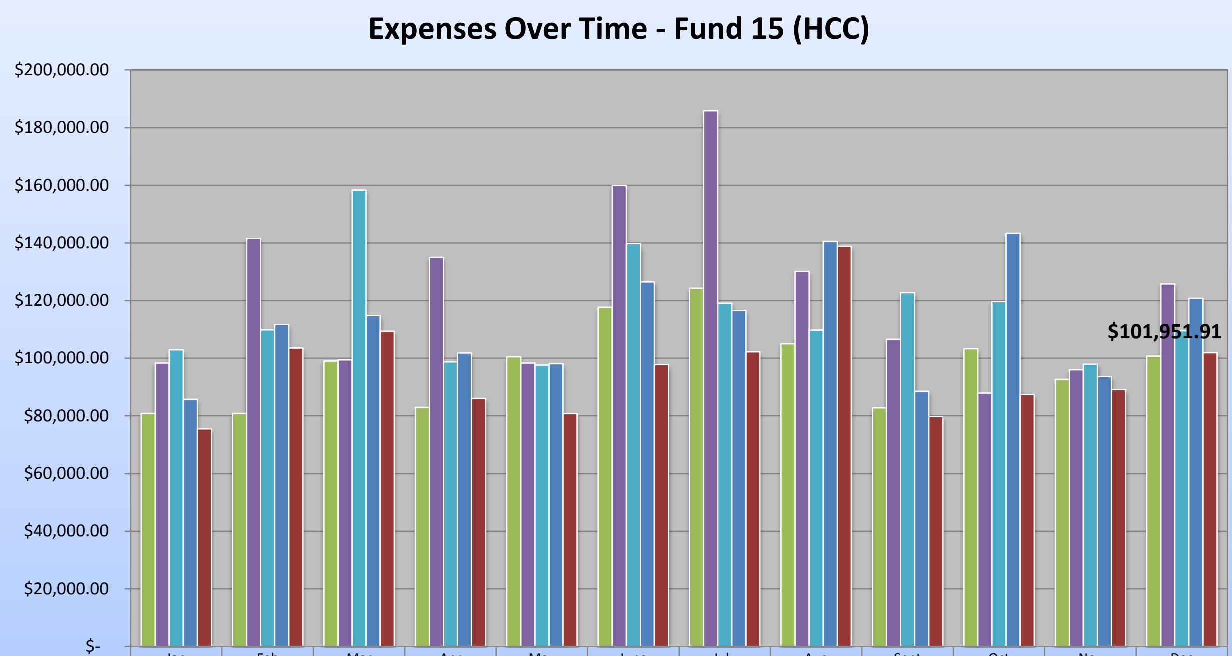
Expenses Over Time - Fund 13 (ODP)



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2011	$6,781.20	$5,066.73	$17,258.65	$18,516.88	$10,747.83	$46,022.72	$42,174.76	$29,651.13	$10,623.49	$6,300.46	$6,207.11	$90,257.26
2012	$6,404.31	$5,695.11	$4,472.12	$6,063.27	$10,406.49	$41,322.86	$47,622.70	$34,598.54	$9,774.34	$5,279.55	$6,027.20	$99,052.28
2013	$6,019.79	$8,458.10	$5,514.45	$5,273.44	$34,801.42	$32,728.34	$42,368.76	$29,438.13	$6,926.37	$10,810.62	$5,236.98	$72,937.01
2014	$5,227.71	$3,843.15	$3,917.32	$4,170.87	$14,248.31	$36,216.23	$42,072.70	$36,174.92	$8,531.48	$5,110.43	$4,631.09	$91,755.60
2015	$1,506.64	$1,970.55	$2,585.30	$3,194.19	$18,015.42	$32,547.17	$43,633.63	$37,364.93	$7,778.76	$6,050.13	$1,759.66	$1,908.81

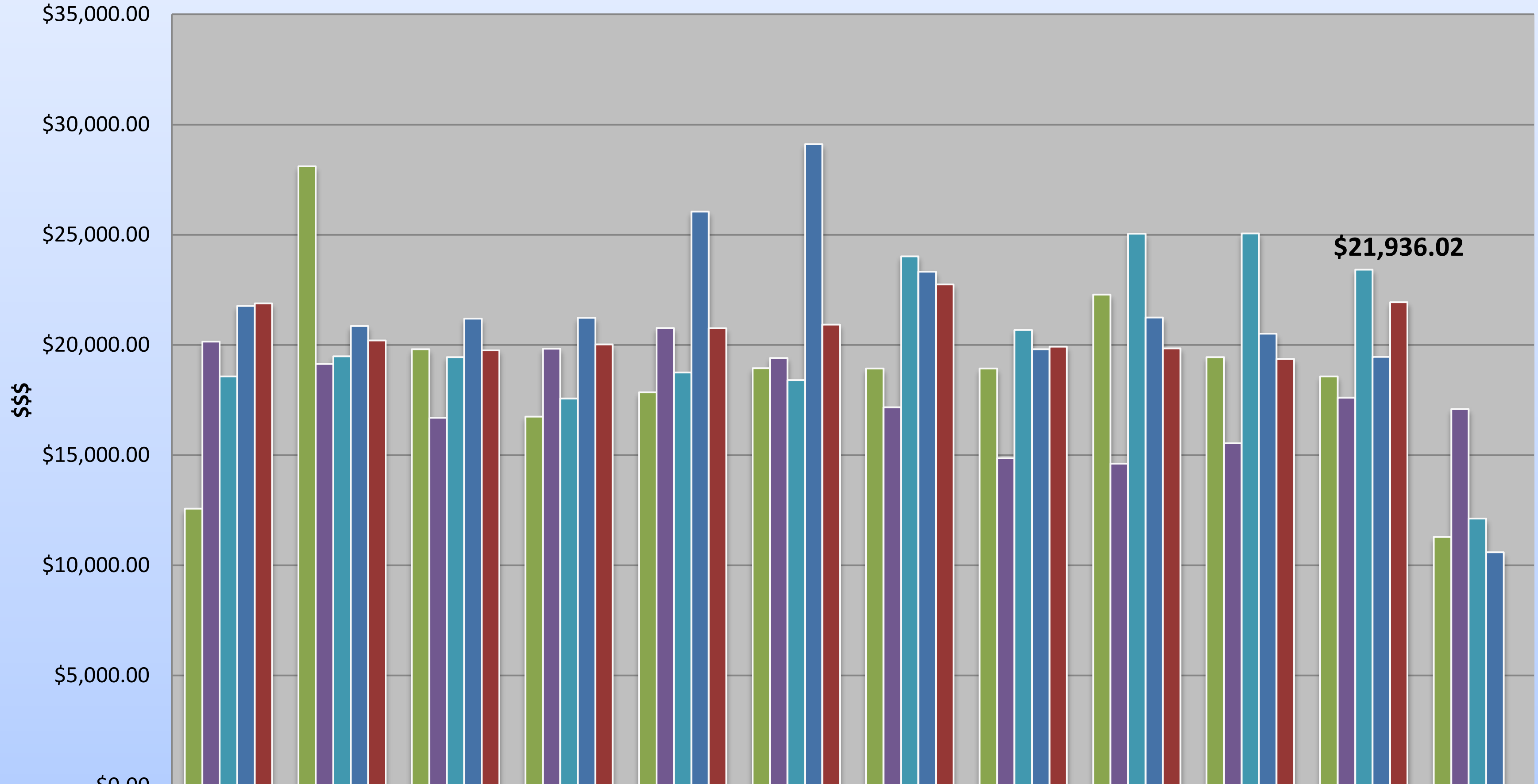


	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2011	$78,916.98	$90,986.34	$81,172.07	$77,904.10	$69,885.87	$87,674.91	$85,876.64	$77,417.32	$70,049.08	$64,954.17	$70,513.21	$337,032.07
2012	$85,450.10	$83,677.40	$77,323.70	$72,867.13	$81,239.92	$98,097.00	$94,693.65	$81,712.34	$78,243.68	$78,518.65	$78,022.41	$237,795.00
2013	$86,756.91	$82,431.57	$94,240.66	$86,706.20	$85,484.14	$97,209.67	$91,698.72	$104,021.50	$71,329.41	$74,938.04	$74,960.22	$152,092.42
2014	$248,045.47	$93,994.29	$91,756.68	$85,192.73	$92,171.77	$98,922.30	$35,685.18	$76,191.16	$62,801.83	$83,551.81	$74,155.89	$325,210.70
2015	$68,364.78	$69,822.19	$75,541.37	$68,964.95	$68,768.55	$75,878.57	$79,659.72	$182,522.67	$57,253.55	$64,638.45	$91,628.64	$127,939.83



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2011	$80,846.56	$80,838.34	$99,060.11	$82,979.22	$100,492.67	$117,673.23	$124,300.68	$105,020.75	$82,816.60	$103,300.97	$92,647.72	$100,796.63
2012	$98,356.44	$141,586.74	$99,417.60	$135,055.75	$98,321.09	$159,889.19	$185,833.87	$130,158.27	$106,575.61	$87,966.94	$96,049.15	$125,821.47
2013	$102,960.72	$109,865.33	$158,341.40	$98,741.35	$97,681.60	$139,741.22	$119,121.41	$109,760.54	$122,763.11	$119,655.78	$98,000.16	$109,559.52
2014	$85,732.84	$111,707.34	$114,796.61	$101,823.18	$98,143.64	$126,505.68	$116,544.95	$140,522.16	$88,593.91	$143,337.12	$93,713.11	$120,792.31
2015	$75,474.70	$103,570.45	$109,374.20	$86,099.25	$80,819.03	$97,792.99	$102,251.76	$138,851.37	$79,759.56	$87,369.50	$89,146.03	$101,951.91

Utilities by Month



2011	$12,578.42	$28,110.14	$19,803.04	$16,752.86	$17,848.89	$18,948.98	$18,930.03	$18,932.03	$22,289.71	$19,450.89	$18,579.01	$11,284.25
2012	$20,153.11	$19,137.29	$16,694.63	$19,829.09	$20,771.37	$19,412.14	$17,175.88	$14,864.59	$14,617.18	$15,542.25	$17,612.32	$17,092.56
2013	$18,568.00	$19,484.79	$19,451.85	$17,571.86	$18,747.21	$18,409.21	$24,022.26	$20,683.87	$25,050.03	$25,061.18	$23,417.89	$12,119.91
2014	$21,776.53	$20,857.67	$21,199.49	$21,235.69	$26,045.31	$29,110.58	$23,323.08	$19,801.27	$21,245.68	$20,507.27	$19,464.03	$10,598.67
2015	$21,892.99	$20,205.81	$19,760.25	$20,023.67	$20,758.65	$20,921.99	$22,750.00	$19,926.92	$19,848.17	$19,364.61	$21,936.02	

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

Fund	Parks - 11
Rev./Exp.	(All)

Title	Division	Section	Account Name	Account #	2013	2014	2015	Variance	% of Change
Parks Revenue	**Detailed Revenue**	Taxes	**Real Estate Taxes**	11-5111	$117,595.30	$118,554.39	$122,225.72	$3,671.33	3.10%
			Personal Property Tax	11-5112	$34,357.09	$27,737.05	$36,353.73	$8,616.68	31.07%
			Merchants/Replacement Tax	11-5113	$14,615.58	$14,966.61	$15,336.38	$369.77	2.47%
			Corporate/RR/Utility Tax	11-5117	$1,063.39	$1,294.28	$1,644.17	$349.89	27.03%
			Financial Institution Tax	11-5121	$334.29	$529.64	$676.97	$147.33	27.82%
		Charges for Service	**Rental Income**	11-5307	$18,551.25	$15,052.92	$14,597.15	-$455.77	-3.03%
			Shooting Range Revenue	11-5309	$1,303.00	$1,320.00	$905.00	-$415.00	-31.44%
			Ballfield Concession Lease	11-5330	$0.00	$0.00	$0.00	$0.00	
			Office Facilities & Services	11-5331	$0.00	$0.00	$0.00	$0.00	
			Concessions Ball Field Taxable	11-5334	$5,269.65	$5,632.94	$7,389.59	$1,756.65	31.19%
		Recreational Programs	**Misc. Recreation Programs**	11-5418	$35,324.08	$38,471.50	$46,063.00	$7,591.50	19.73%
		Misc. Income	**Miscellaneous**	11-5510	$11,566.00	$15,979.87	$14,310.09	-$1,669.78	-10.45%
			Donations - Sound System	11-5514	$0.00	$0.00	$0.00	$0.00	
			Auction & Surplus Sales	11-5535	$2,931.98	$0.00	$3,300.00	$3,300.00	
			Donations	11-5537	$940.00	$131.00	$0.00	-$131.00	-100.00%
		Intergovernmental	**Grants & Entitlements**	11-5626	$0.00	$0.00	$200.00	$200.00	
		Interest	**Interest Income**	11-5815	$237.73	$163.12	$40.70	-$122.42	-75.05%
		Other Rev. Sources/Trans	**Development Security Escrow**	11-5900	$0.00	$0.00	$4.12	$4.12	
			Transfer From General Fund	11-5930	$282,489.96	$251,265.00	$288,275.00	$37,010.00	14.73%
			Transfer from Other Funds	11-5931	$0.00	$0.00	$0.00	$0.00	
Parks Revenue Total					**$526,579.30**	**$491,098.32**	**$551,321.62**	**$60,223.30**	**12.26%**
Parks Expenses	**Park Maintenance**	Personnel Services			$271,848.37	$297,983.58	$314,056.46	$16,072.88	5.39%
		Contractual Services			$75,617.43	$77,241.32	$79,958.27	$2,716.95	3.52%
		Commodities			$47,613.04	$46,671.68	$45,658.14	-$1,013.54	-2.17%
		Other Charges			$60,531.46	$89,212.24	$23,525.76	-$65,686.48	-73.63%
		Capital Outlay			$1,704.00	$4,200.00	$27,475.00	$23,275.00	554.17%
	Capital Projects				$6,144.48	$16,580.40	$0.00	-$16,580.40	-100.00%
Parks Expenses Total					**$463,458.78**	**$531,889.22**	**$490,673.63**	**-$41,215.59**	**-7.75%**
Expenses Less Capital Projects					$457,314.30	$515,308.82	$490,673.63	-$24,635.19	-4.78%

		2013	2014	2015	Variance	% of Change
Total Variances	(Capital Projects removed from Expenses)	**-$457,314.30**	**$11,270.48**	**$60,647.99**	**$49,377.51**	**438.11%**
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects	60.18%	51.69%	52.44%	0.75%	1.45%

Fund	Parks - 11
Rev./Exp.	(All)

Title	Division	Section	Account Name	Account #	2013	2014	2015	Variance	% of Change
Parks Revenue	**Detailed Revenue**	Other Rev. Sources/Trans	**Transfer From General Fund**	11-5930	$282,489.96	$251,265.00	$288,275.00	$37,010.00	14.73%
Parks Expenses	**Park Maintenance**	Other Charges	**Office Facilities & Services**	11-6-1125-0430	$51,735.00	$51,300.00	$13,655.04	-$37,644.96	-73.38%

Updated by Wendy Hershberger: 1/8/2016 @ 7:07 AM

Attachment: Parks Financials (2094 : 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 #	2013	2014	2015	Variance	% of Change
ODP Revenue	**Detailed Revenue**	Charges for Service	**Concessions Aquatic Center**	13-5334	$0.00	$82.50	$0.00	-$82.50	-100.00%
			Lifeguard Uniform Revenue	13-5337	$0.00	$320.00	$220.00	-$100.00	-31.25%
			Pool Season Passes	13-5336	$22,817.00	$22,977.00	$19,888.00	-$3,089.00	-13.44%
			Swimming Pool Use Fee	13-5333	$63,362.00	$58,907.55	$70,299.00	$11,391.45	19.34%
		Misc. Income	**Miscellaneous**	13-5510	$286.00	$4,613.00	$12,196.28	$7,583.28	164.39%
			Donations	13-5537	$500.00	$0.00	$0.00	$0.00	
			Taxable Miscellaneous	13-5509	$22,699.61	$24,603.57	$28,688.24	$4,084.67	16.60%
		Interest	**Interest Income**	13-5815	$685.63	$595.07	$362.04	-$233.03	-39.16%
		Other Rev. Sources/Trans	**Transfer from Other Funds**	13-5931	$33,264.96	$23,094.96	$0.00	-$23,094.96	-100.00%
ODP Revenue Total					**$143,615.20**	**$135,193.65**	**$131,653.56**	**-$3,540.09**	**-2.62%**
ODP Expenses	**Aquatics Center**	Personnel Services			$60,889.22	$74,182.59	$73,248.49	-$934.10	-1.26%
		Contractual Services			$35,115.13	$28,628.34	$36,602.63	$7,974.29	27.85%
		Commodities			$32,213.07	$26,920.36	$34,393.83	$7,473.47	27.76%
		Other Charges			$45,813.99	$38,572.71	$12,827.49	-$25,745.22	-66.74%
		Capital Outlay			$0.00	$0.00	$1,242.75	$1,242.75	
		Depreciation			$86,482.00	$0.00	$0.00	$0.00	
	Capital Projects				$0.00	$0.00	$0.00	$0.00	
ODP Expenses Total					**$260,513.41**	**$168,304.00**	**$158,315.19**	**-$9,988.81**	**-5.93%**
Expenses Less Capital Projects					$260,513.41	$168,304.00	$158,315.19	-$9,988.81	-5.93%

		2013	2014	2015	Variance	% of Change
Total Variances	(Capital Projects removed from Expenses)	-$116,898.21	-$33,110.35	-$26,661.63	$6,448.72	-19.48%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects	50.40%	83.88%	88.11%	4.22%	5.04%

Fund	ODP - 13
Rev./Exp.	(All)

Title	Division	Section	Account Name	Account #	2013	2014	2015	Variance	% of Change
ODP Revenue	**Detailed Revenue**	Other Rev. Sources/Trans	**Transfer from Other Funds**	13-5931	$33,264.96	$23,094.96	$0.00	-$23,094.96	-100.00%
ODP Expenses	**Aquatics Center**	Other Charges	**Office Facilities & Services**	13-6-1124-0430	$41,585.04	$34,670.04	$8,895.00	-$25,775.04	-74.34%

Updated by Wendy Hershberger: 1/5/2016 @ 4:58 PM

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

Fund	HCC - 15
Rev./Exp.	(All)

Title	Division	Section	Account Name	Account #	2013	2014	2015	Variance	% of Change
HCC Revenue	Detailed Revenue	Charges for Service	Alcohol Application Fees	15-5358	$8.00	$25.00	$100.00	$75.00	300.00%
			Annual Memberships	15-5351	$604,549.56	$633,481.38	$605,940.63	-$27,540.75	-4.35%
			Office Facilities & Services	15-5331	$0.00	$0.00	$0.00	$0.00	
			Daily Passes	15-5350	$60,376.00	$49,932.00	$57,057.27	$7,125.27	14.27%
			Overtime Fees	15-5356	$854.00	$718.50	$732.00	$13.50	1.88%
			Room Rental	15-5354	$44,470.60	$42,507.56	$43,379.00	$871.44	2.05%
			Senior Rent	15-5352	$6,615.00	$6,339.35	$7,524.53	$1,185.18	18.70%
			Special Events	15-5355	$3,455.00	$2,970.00	$4,165.00	$1,195.00	40.24%
			Swim Team Rent	15-5353	$12,817.50	$9,180.00	$6,490.00	-$2,690.00	-29.30%
			Tot Watch Fees	15-5359	$3,235.00	$3,618.50	$2,604.00	-$1,014.50	-28.04%
			Vending Fees	15-5357	$0.00	$0.00	$0.00	$0.00	
		Recreational Programs	3 on 3 Basketball	15-5415	$0.00	$0.00	$0.00	$0.00	
			Coed Softball	15-5413	-$47.73	$0.00	$0.00	$0.00	
			Coed Volleyball	15-5411	$7,700.00	$4,025.00	$3,465.00	-$560.00	-13.91%
			Dodgeball	15-5419	$1,422.00	$300.00	($150.00)	-$450.00	-150.00%
			Dog Obedience	15-5401	$140.00	$0.00	$0.00	$0.00	
			Fitness Classes	15-5421	$26,963.95	$26,830.94	$22,635.47	-$4,195.47	-15.64%
			Lifeguard Training	15-5425	$2,524.22	$3,430.23	$2,820.69	-$609.54	-17.77%
			Men's 5 on 5 Basketball	15-5417	$0.00	$4,791.40	$5,012.00	$220.60	4.60%
			Men's Softball	15-5414	$1,300.00	$0.00	$0.00	$0.00	
			Misc. Recreation Programs	15-5418	$82,599.50	$91,595.68	$81,744.33	-$9,851.35	-10.76%
			Sand Volleyball	15-5412	$80.00	$0.00	$0.00	$0.00	
			Swim Lessons	15-5423	$12,939.21	$8,897.11	$11,564.66	$2,667.55	29.98%
			Swim Team	15-5426	$4,753.65	$2,590.69	$1,081.25	-$1,509.44	-58.26%
			Water Aerobics	15-5422	$2,951.10	$1,934.33	$2,154.34	$220.01	11.37%
			Women's Volleyball	15-5420	$2,946.68	$2,683.32	$690.00	-$1,993.32	-74.29%
			WSI (Water Safety Instruction)	15-5424	$0.00	$0.00	$0.00	$0.00	
			Youth Golf Lessons	15-5405	$0.00	$0.00	$0.00	$0.00	
		Misc. Income	Activation Fee	15-5524	$13,930.00	$11,910.00	$10,660.00	-$1,250.00	-10.50%
			Miscellaneous	15-5510	$23,234.32	$37,782.39	$31,613.69	-$6,168.70	-16.33%
			Auction & Surplus Sales	15-5535	$0.00	$0.00	$1,810.50	$1,810.50	
			Cancellation Fee	15-5522	$875.00	-$350.00	($100.00)	$250.00	-71.43%
			Donations	15-5537	$0.00	$0.00	$493.00	$493.00	
			Massage Therapist	15-5523	$0.00	$0.00	$0.00	$0.00	
			On-Site Sales Commission	15-5519	$1,721.68	$1,781.47	$1,860.73	$79.26	4.45%
			Personal Trainer	15-5521	$55,582.00	$40,801.00	$8,103.00	-$32,698.00	-80.14%
			Preferred Vendors	15-5515	$0.00	$0.00	$0.00	$0.00	
			Short & Over	15-5516	$122.79	$40.62	$12.22	-$28.40	-69.92%
			Sponsors	15-5520	$800.00	$1,200.00	$600.00	-$600.00	-50.00%

Attachment: HCC Financials (2094 : Month & YTD Financial Report)

Updated by Wendy Hershberger: 1/8/2016 @ 7:08 AM

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

Title	Division	Section	Account Name	Account #	2013	2014	2015	Variance	% of Change
HCC Revenue	Detailed Revenue	Misc. Income	Taxable Misc.	15-5509	$469.81	$1,557.40	$1,399.23	-$158.17	-10.16%
		Intergovernmental	Grants & Entitlements	15-5626	$0.00	$0.00	$0.00	$0.00	
		Interest	Interest Income	15-5815	$1,480.75	$272.87	$20.73	-$252.14	-92.40%
			Interest Income (Bond)	15-5825	$0.00	$0.00	$0.00	$0.00	
		Other Rev. Sources/Trans	Transfer from Other Funds	15-5931	$120,999.96	$376,833.07	$115,500.00	-$261,333.07	-69.35%
HCC Revenue Total					**$1,101,869.55**	**$1,367,679.81**	**$1,030,983.27**	**-$336,696.54**	**-24.62%**
HCC Expense	Administration				$498,456.74	$462,094.03	$333,616.61	-$128,477.42	-27.80%
	Aquatics Center				$122,893.50	$173,747.25	$123,630.96	-$50,116.29	-28.84%
	Recreation Programs				$258,983.08	$213,062.74	$210,179.83	-$2,882.91	-1.35%
	Building & Grounds				$505,858.82	$493,308.83	$485,033.35	-$8,275.48	-1.68%
	Capital Projects				$0.00	$0.00	$0.00	$0.00	
HCC Expense Total					**$1,386,192.14**	**$1,342,212.85**	**$1,152,460.75**	**-$189,752.10**	**-14.14%**

		2013	2014	2015	Variance	% of Change
Total Variances	(Capital Projects removed from Expenses)	-$284,322.59	$25,466.96	-$121,477.48	-$146,944.44	-577.00%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects	79.43%	81.65%	81.85%	0.20%	0.24%

Fund	HCC - 15
Rev./Exp.	(All)

Title	Division	Section	Account Name	Account #	2013	2014	2015	Variance	% of Change
HCC Revenue	Detailed Revenue	Other Rev. Sources/Trans	Transfer from Other Funds	15-5931	$120,999.96	$376,833.07	$115,500.00	-$261,333.07	-69.35%
HCC Expense	Administration	Other Charges	Office Facilities & Services	15-6-0103-0430	$151,250.04	$128,705.04	$33,965.04	-$94,740.00	-73.61%

Attachment: HCC Financials (2094 : Month & YTD Financial Report)

Updated by Wendy Hershberger: 1/8/2016 @ 7:08 AM