



**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
APRIL 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 - March 8, 2016**
- V. Parks and Recreation Department**
 - 1. Director Report - Month End Report**
 - 2. HCC Membership Report**
 - 3. Month & YTD Financial Report**
 - 4. Harrisonville Rotary Club Donation**
- VI. Other Business**
- VII. Adjourn to Executive Session**
- VIII. Adjourn from Regular Session**

Posted on City Hall Bulletin Board this 8th day of April

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: April 7, 2016
SUBJECT: Park Board Minutes - March 8, 2016

Type of Item: *Approval*

1. Action Item (ID # 2171)

Park Board Minutes - March 8, 2016

Attachments:

March 8, 2016 (PDF)

**HARRISONVILLE PARK BOARD MINUTES
HARRISONVILLE COMMUNITY CENTER**

March 8, 2016

6:00 P.M.

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

MEMBERS PRESENT: Chairman Brent Caruthers, David Atkinson, Cathy Faris, Ed Roberts, Don Allen, and Clint Miller, and Dr. Martin Parks (arrived 6:14pm)

ABSENT: Julie Weedman, Phil Rogers

OTHER PRESENT: Parks & Recreation Director Chris Deal, Assistant Parks & Recreation Director Wendy Hershberger, and Mayor Brian Hasek (arrived 6:13pm)

PUBLIC PARTICIPATION: NONE

CEREMONIAL MATTERS: NONE

APPROVAL OF MINUTES: Chairman Brent Caruthers asked for a motion to approve the minutes from the February 9, 2016 regular session. Mr. Miller moved to approve the minutes of the February 9, 2016 Park Board meeting as written. The motion was seconded by Mr. Atkinson and approved unanimously by a voice vote of those present, 6-0.

DIRECTOR'S REPORT:

Director Deal reported the profile for the hire of a new City Administrator is currently posted on the City of Harrisonville website. There are 16 qualified applicants received to date and interviews are scheduled to take place from now through mid-April; hopefully making an offer to have someone in place by mid-May.

MONTH & YTD FINANCIAL REPORT:

Assistant Director Hershberger reported that our Youth Basketball Program is wrapping up; we will be hosting an afterhours season end celebration on Saturday, March 19th. Registration for our Youth Volleyball and Youth Baseball/Softball/T-ball programs is coming to a close. At this time we have 86 registered for Youth Volleyball which is twice as many as what we had last year at this same time. We currently have 307 registered for our Youth Baseball/Softball/T-ball program; however we do expect more registrations before the final deadline. Assistant Director Hershberger stated that our next special event coming up will be our Spring Craft Show that will be held on Saturday, April 16th.

HCC FUND:

Assistant Director Hershberger reported:

- Memberships are up from this same time last year; 42 new members
- Revenue up from this same time as last year
- Expenses are up from this same time last year
 - This increase is mostly due to how payroll fell this year with a total of 3 payrolls processed this year in January as compared to only having two processed at this same time last year.

PARK FUND:

Assistant Director Hershberger reported:

- Revenue up from this same time last year
 - Increase in rec. revenue due to the baseball/softball program

Attachment: March 8, 2016 (2171 : Park Board Minutes - March 8, 2016)

REVISED PARKS SALES TAX PRESENTATION & ISSUE PAPER:

Director Deal reviewed changes made to the original Parks Sales Tax PowerPoint and issue paper regarding current Parks & Rec operations, fund balance levels & future funding options; including the possible extension of the ¼ cent sales tax for Parks that is set to sunset once the Community Center bond is paid off at the end of 2022.

Director Deal asked for any suggestions from the Park Board members.

Mayor Hasek suggested considering a 20 year sunset as an option tying capital projects to the funding.

TIMELINE FOR ¼ CENT PARKS SALES TAX ISSUE:

Director Deal reviewed information regarding the timeline on the ¼ cent Parks Sales Tax Issue with the Park Board members.

Director Deal asked Mayor Hasek to consider a date for a joint meeting to be held with the Park Board members and the Board of Alderman to present the Parks Sales Tax PowerPoint.

Mayor Hasek stated that he would like to review with Finance Director, Marcella McCoy regarding a possible reduction or removal of the current Administrative Fee.

OTHER BUSINESS: NONE**ADJOURN:**

A motion to adjourn the meeting of the Park Board was made by Mr. Roberts, seconded by Mr. Allen and approved unanimously by a voice vote of those present, 7-0. The meeting adjourned at 7:02pm. The next meeting is scheduled for April 12, 2016 at 6:00pm.

Brent Caruthers, Park Board Chairman

ATTEST”

Amy Fuller, Park Board Secretary

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

Attachment: March 8, 2016 (2171 : Park Board Minutes - March 8, 2016)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: April 8, 2016
SUBJECT: Director Report - Month End Report

Type of Item: *Report*

Discussion Item (ID # 2173)

Director Report - Month End Report

Attachments:

March 2016 Monthly Report (PDF)

Monthly Report – Harrisonville Parks & Recreation

March
2016

Membership Statistics:

- **Total HCC Memberships** = 2,307
- **Total Number of HCC Members** = 4,290
- **Total Monthly Visits (HCC)** = 10,092
- **Most Popular Day (HCC)** = Monday, March 28th (484 Visits)

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

- **Community Center Overall Revenue (\$215,533.42)** up slightly by \$1,805.08, less than 1% from this time last year
 - o **Annual Membership Revenue** is up by \$2,336.69, 1.62% from this time last year
 - o **Special Events, Swim Team Rent, Fitness Classes, Lifeguard Training, Misc. Rec Programs, Water Aerobics & Women's Volleyball** are all up slightly from this time last year
 - o **Daily Passes, Room Rentals & Tot Watch Fees** are all down from this time last year
- **Community Center Overall Expenses (\$285,403.71)** are down by \$3,015.64, 1.05% from this time last year due most significantly to savings in our utility expenses as we recently received a credit from Missouri Gas Energy for back city, county and state taxes that were being charged incorrectly to our account as well as a refund for our initial deposit to MGE
- **Cost Recovery for Community Center ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects)** = 77.93%
- **Parks Overall Revenue (\$190,225.60)** up by \$9,772.66, 5.42% from this time last year due to increases in our Misc. Rec program revenue by \$2,344.00 & Misc. Income (Sponsorships) revenue by \$1,125.00 as well as from increases in our Real Estate Taxes revenue and our General Fund Transfer
- **Parks Expenses (\$94,756.86)** are down by \$21,105.67, 18.22% from this time last year due to the purchase of a finish mower in March of 2015 that totaled \$20,475.00
- **Cost Recovery for Parks ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects)** = 115.28%

Business & Marketing

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

- Shared info about the grand re-opening of the Harrisonville Trap & Skeet Range (now called All Seasons Gun & Archery Club) on FB & printed their new brochure to share with the public at our front desk
- Created a high quality tri-fold brochure with all upcoming Summer 2016 Youth Programs and activities and printed 1,300 copies that were delivered to HCC, HES & McEowen for backpack distribution to all students
- Created a flyer and event on FB for our Free Zumba Gold class held on Sat., March 26th
- Promoted the opening of registration for Summer Camp, After Summer School Camp & AquaCats on FB and throughout the facility

March
2016

Monthly Report – Harrisonville Parks & Recreation

- Ordered AquaCats sign up banners and yard signs to put up around the community
- Updated the lobby power point to include info. about the activities & program offerings above
- Created high-quality April 2016 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 (**Surpassed 2,000 followers this month on Facebook!**) & Twitter to inform our community about our programs and activities

Fitness

- Personal Training Revenue: \$930.00
- Group Fitness Revenue for Winter Session II (2/15/16-3/27/16) : \$3,069.70
- Total # of Group Fitness classes: 22
- Total # of Group Fitness Registrants: 119
- Youth Fitness Orientations Completed: 11
- Complimentary Fitness Orientations Completed: 4

Parks

Staff spent time making repairs to the roof at the Trap & Skeet Range. In addition staff also spent time:

- Ordering a new finish mower
- Hauling dirt & mulch
- Repairing roof leaks on the North Park Activity Center & Parks Maintenance Shop
- Hooking up water to the Parks facilities for the spring/summer season
- Repairing the fence at the Parks Maintenance Shop
- Putting down weed and feed on the ballfield outfields

Community Center & Outdoor Pool Maintenance

Staff spent time preparing the Outdoor Pool for the upcoming summer season including sending out the diving boards to be resurfaced. Other items to report:

- Took the indoor lifeguard stands to be re-welded as they had rusted through
- Had the grease pit cleaned out in the senior kitchen
- Worked with the HVAC company on repairs to the pool unit
- Spraying weeds at the community center
- Worked on electrical repairs in the chemical room for the hot tub
- Put up new security cameras in the Social Hall & Fitness Studio
- Installed new LED lights in the sauna as the internal lights stopped working & would have required the entire sauna to be torn open to access the wiring
- Scheduled repairs to the sprinkler system at HCC

Attachment: March 2016 Monthly Report (2173 : Director Report - Month End Report)

March
2016

Monthly Report – Harrisonville Parks & Recreation

- Working on hiring a new part-time maintenance staff member for HCC as the one recently hired already resigned

Recreation

Staff spent time planning for our upcoming Spring Craft Show to be held on Sat., April 16th with 22 vendors registered (fully booked for this event) and making plans for all of our upcoming summer programs and activities. Other items to report:

- Tandy Croy will be returning as our Summer Camp Coordinator again this year
- Continuing to conduct interviews & complete paperwork on new hires for Summer Camp Counselors & Concessions staff
- Registration for Summer Camp & After Summer School Camp programs opened on Mon., April 4th
- Tiny Tikes Indoor Soccer starts on Thurs., April 7th with 18 registered
- Youth Basketball
 - o Hosted end of season party for all players, coaches and parents on Sat., March 19th at HCC with over 150 in attendance
- Youth Baseball/Softball/T-Ball
 - o Registration ended March 13th; Practices start the week of April 11th
 - o Total # of Participants: 363 (**20 more participants than last year!**)
 - o Total Teams: 29
 - o Total Sponsors: 29 (**All teams sponsored!**)
- Youth Volleyball
 - o Games started on April 2nd
 - o 89 registered for the program with a total of 10 teams
- Adult Leagues
 - o Registration for Spring Outdoor Adult Leagues (Sand Volleyball & Adult Softball) continues through April 26th
 - o Spring Indoor Adult Leagues started the week of March 14th; Women's Rec & Competitive Volleyball & Men's 5 on 5 Basketball

Aquatics

Staff spent time continuing to prepare for the upcoming summer season.

- Setting up the AquaCats Summer Swim Team program in RecTrac for registration, including entering all of the spiritwear options in point of sale
- Completing the AquaCats coaching contract with Matt Majors
- Ordering AquaCats swim caps & selecting team swimsuits for purchase through the Lifeguard Store
- Working on cleanup at the Outdoor Pool
- Completing a Red Cross Lifeguard class with 6 in attendance and a CPR Certification class with 3 in attendance
- Teaching swim lessons
- Conducting lifeguard in-services – working on conditioning, back boarding, CPR/AED/First Aid, & reviewing policies

Monthly Report – Harrisonville Parks & Recreation**March
2016****Membership**

Staff spent time planning for our Spring Into Fitness Membership Appreciation Event to be held on Sat., April 23rd. Other items to report:

- Ran March Membership Installment Billings – total billed amount \$30,165.49
- Renewed March monthly installment memberships: 75 total
- Received February's SilverSneakers Fitness Membership Payment: \$3,587.50
- Invoiced Corporate Accounts (CITY, CASGV, HSD, CRMC & QuikTrip) for Monthly Memberships: \$6,363.80
- Invoiced "Group Visits" - Organizations (Aaron's House, Grand River Residential, Heritage Residential, SERC): \$273.00
- Completed Building Rentals at HCC & All Parks Facilities, amount collected for March: \$4,998.50



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: April 7, 2016
SUBJECT: HCC Membership Report

Type of Item: *Report*

1. Discussion Item (ID # 2172)

HCC Membership Report

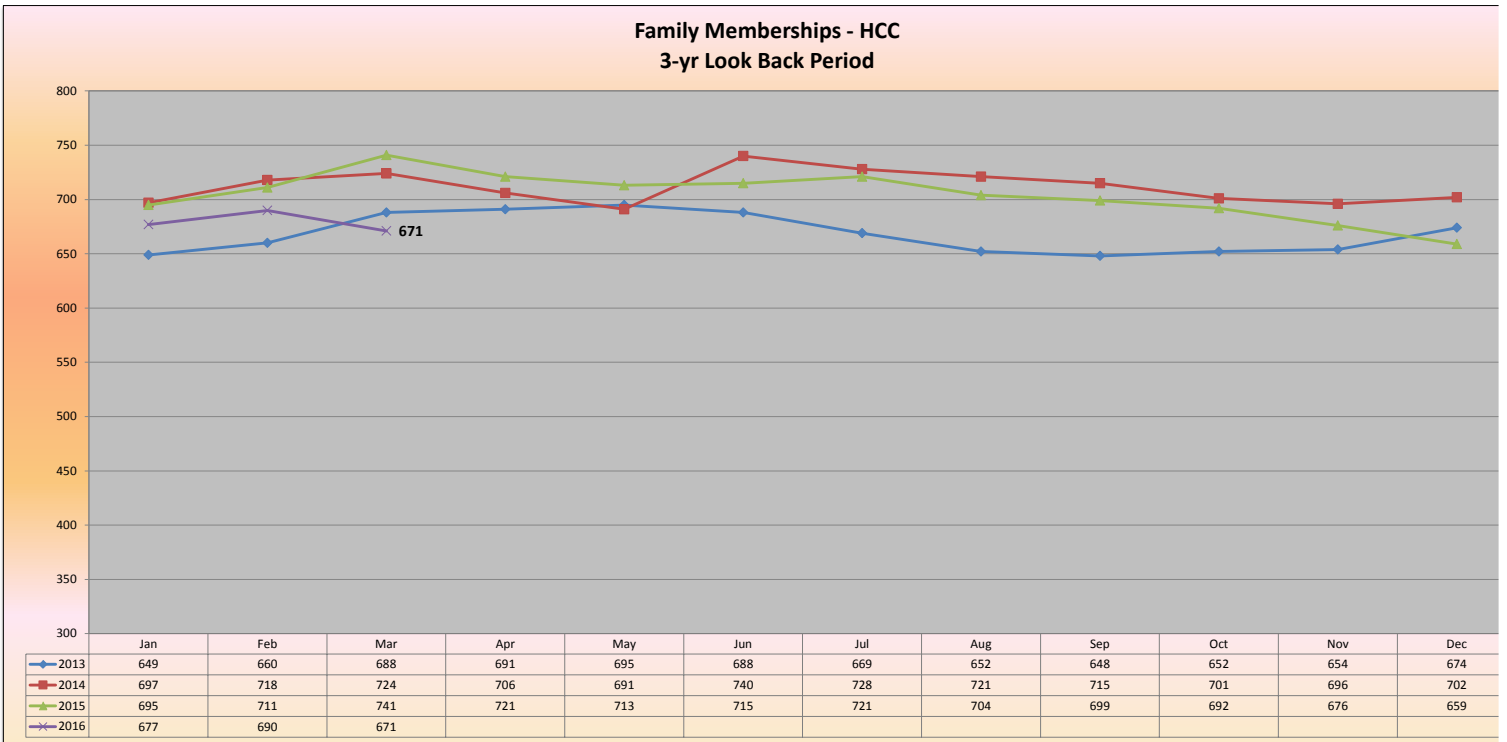
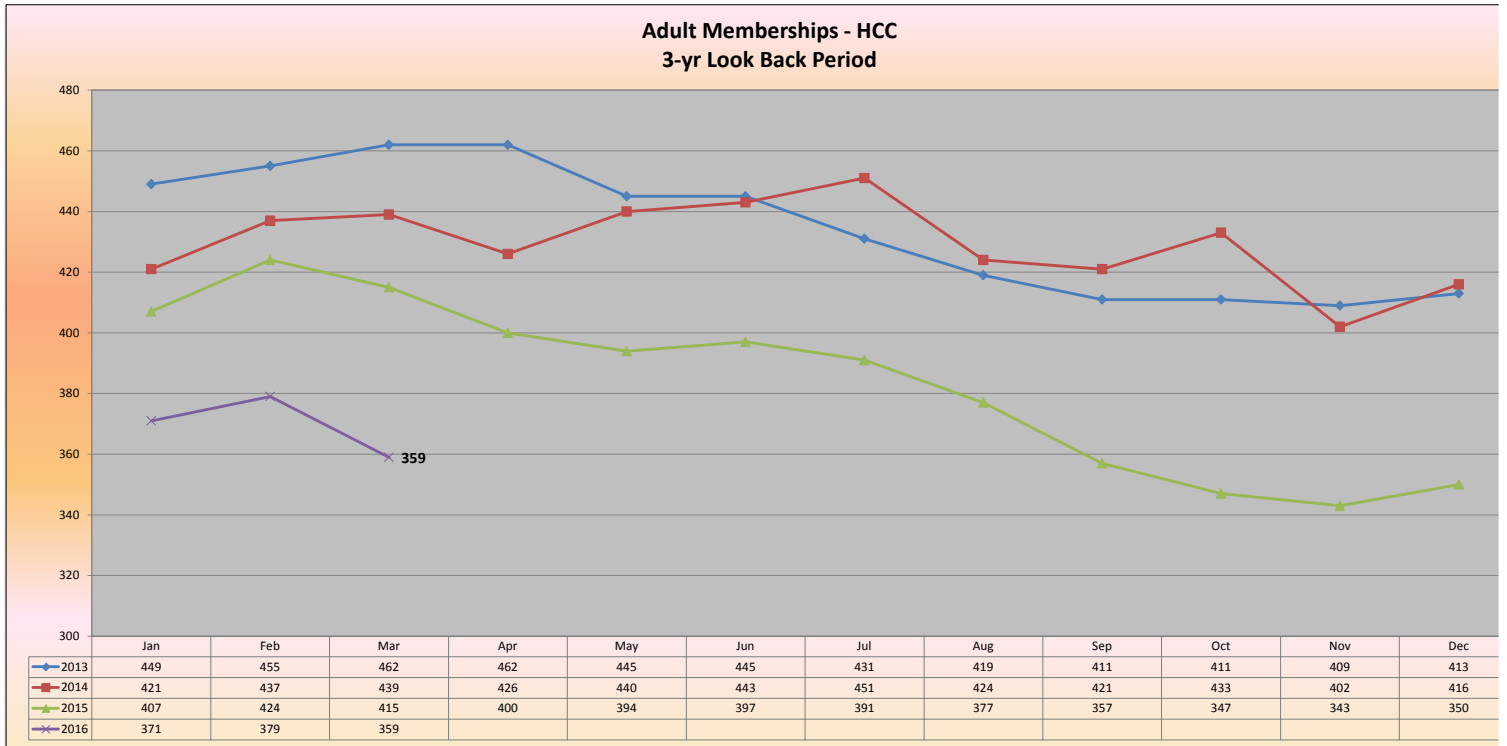
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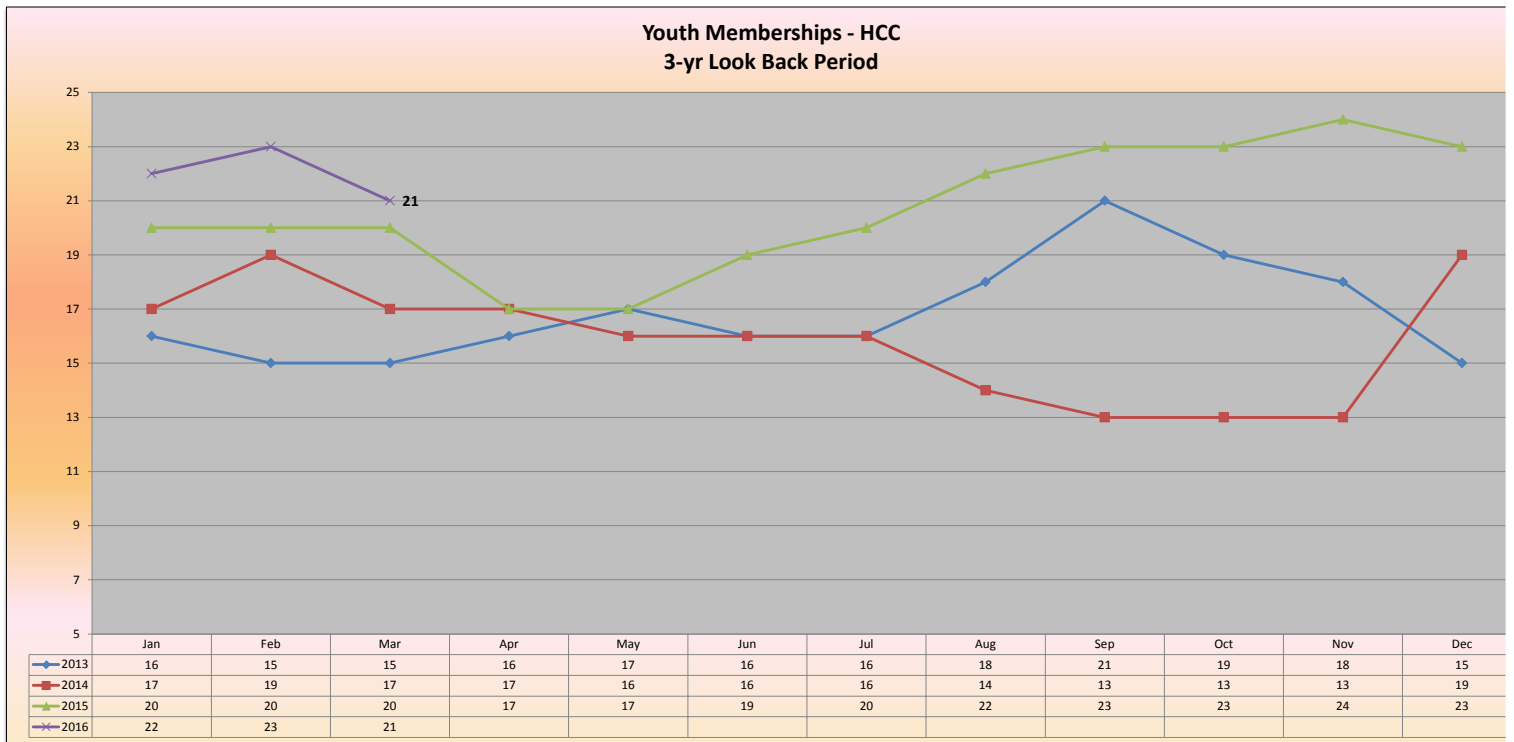
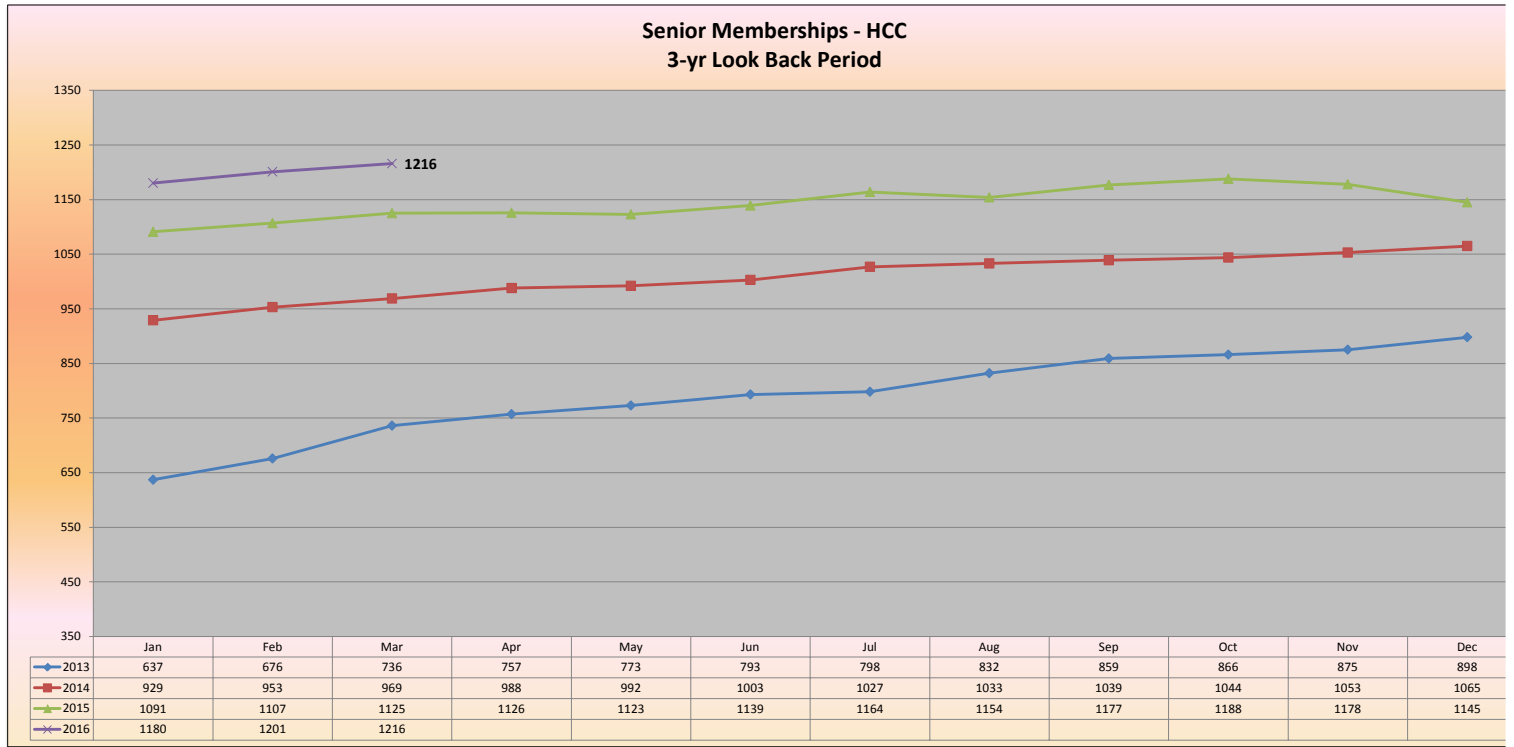
Membership Statistics - Chart(PDF)

HCC Membership Statistics - Graphs(PDF)

HPR Membership Tracking
3-Year Period
Park Board Meeting: April 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																	
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
2016	342	29	0	677	0	21	1	0	202	2	109	867	0	42	0	4265	0
% Difference/yr	-10.24%	11.54%	0.00%	-2.59%	0.00%	10.53%	0.00%	0.00%	-5.16%	100.00%	-5.22%	13.78%	0.00%	-26.32%	0.00%	-1.84%	0.00%
Feb																	
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
2016	347	32	0	690	0	23	0	0	205	2	111	883	0	41	0	4356	0
% Difference/yr	-10.34%	-13.51%	0.00%	-2.95%	0.00%	27.78%	-100.00%	0.00%	-0.97%	0.00%	-1.77%	12.48%	0.00%	-21.15%	0.00%	-1.27%	0.00%
Mar																	
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
2016	329	30	0	671	0	21	0	0	202	2	113	899	0	40	0	4290	0
% Difference/yr	-12.73%	-21.05%	0.00%	-9.45%	0.00%	10.53%	-100.00%	0.00%	0.50%	-50.00%	-5.04%	12.23%	0.00%	-24.53%	0.00%	-4.84%	0.00%
% Diff. Prev. Mo.																	
2014	1.54%	-8.51%	0.00%	0.84%	0.00%	-6.67%	-25.00%	0.00%	0.00%	0.00%	0.00%	2.61%	0.00%	-6.25%	0.00%	0.66%	0.00%
2015	-2.58%	2.70%	0.00%	4.22%	0.00%	5.56%	-50.00%	0.00%	-2.90%	100.00%	5.31%	2.04%	0.00%	1.92%	0.00%	2.18%	0.00%
2016	-5.19%	-6.25%	0.00%	-2.75%	0.00%	-8.70%	0.00%	0.00%	-1.46%	0.00%	1.80%	1.81%	0.00%	-2.44%	0.00%	-1.52%	0.00%
Apr																	
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
2016																	
% Difference/yr	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00%	-100.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	0.00%	-100.00%	0.00%
May																	
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
2016																	
% 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%	-100.00%	-100.00%	-100.00%
Jun																	
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
2016																	
% Difference/yr	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Jul																	
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
2016																	
% Difference/yr	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Aug																	
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
2016																	
% Difference/yr	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Sep																	
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
2016																	
% 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%
Oct																	
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
2016																	
% 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																	
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
2016																	
Dec																	
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
2016																	







TO: Park Board
FROM: Chris Deal, Parks Director
DATE: April 8, 2016
SUBJECT: Month & YTD Financial Report

Type of Item: *Report*

Discussion Item (ID # 2174)

Month & YTD Financial Report

Attachments:

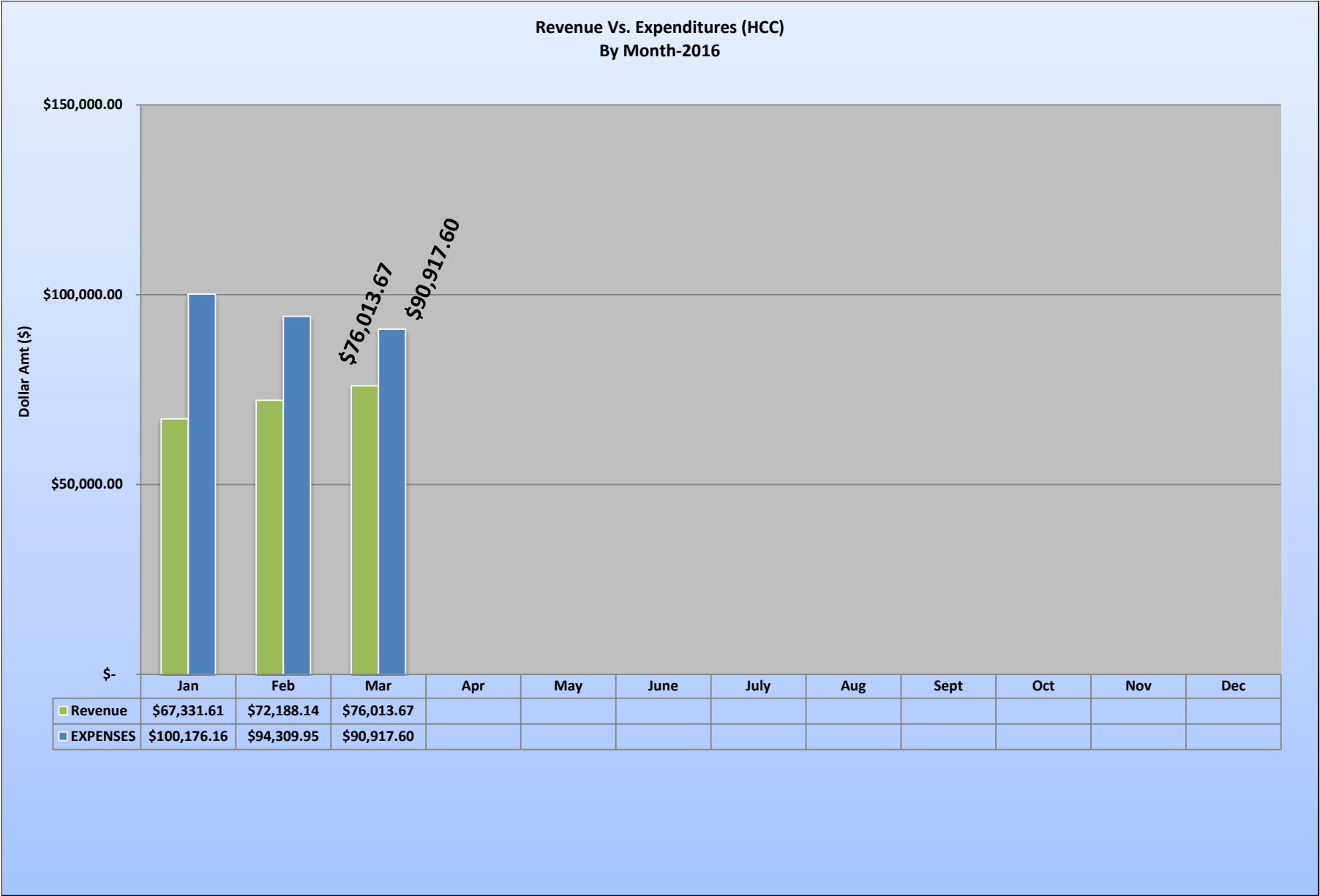
Revenue vs. Expenditures (PDF)

Utilities (PDF)

Parks Financials (PDF)

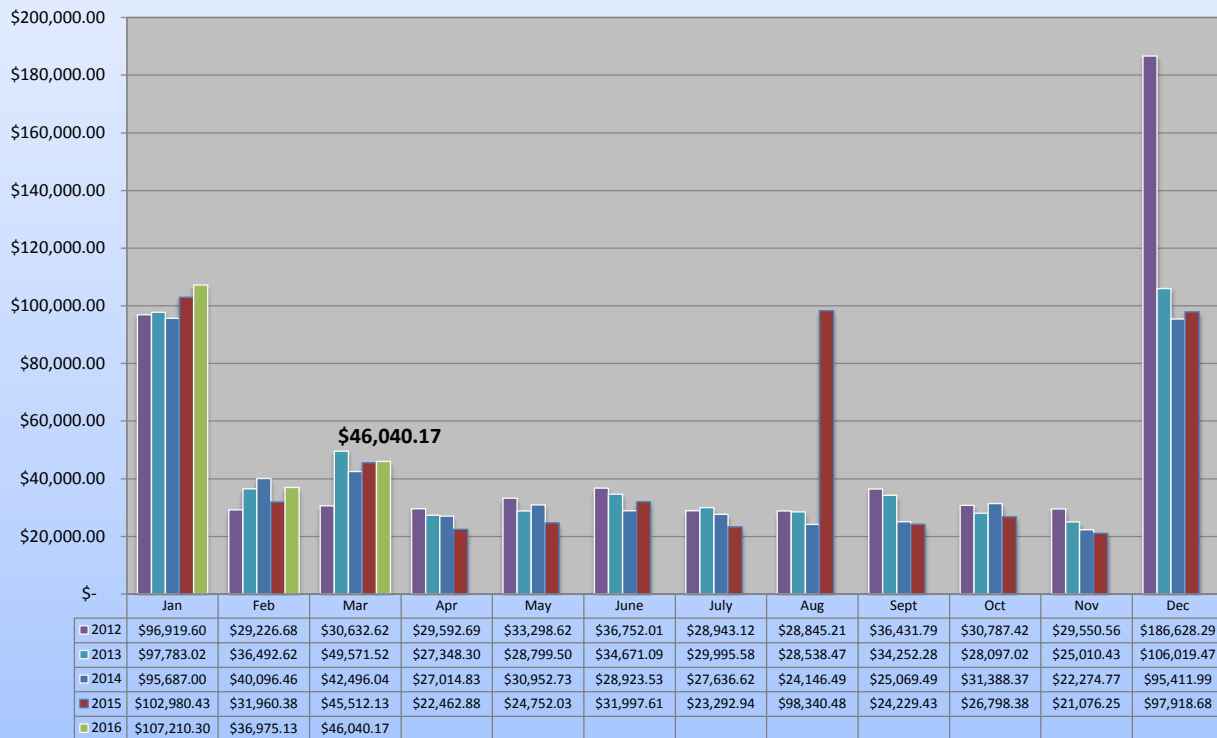
ODP Financials (PDF)

HCC Financials (PDF)

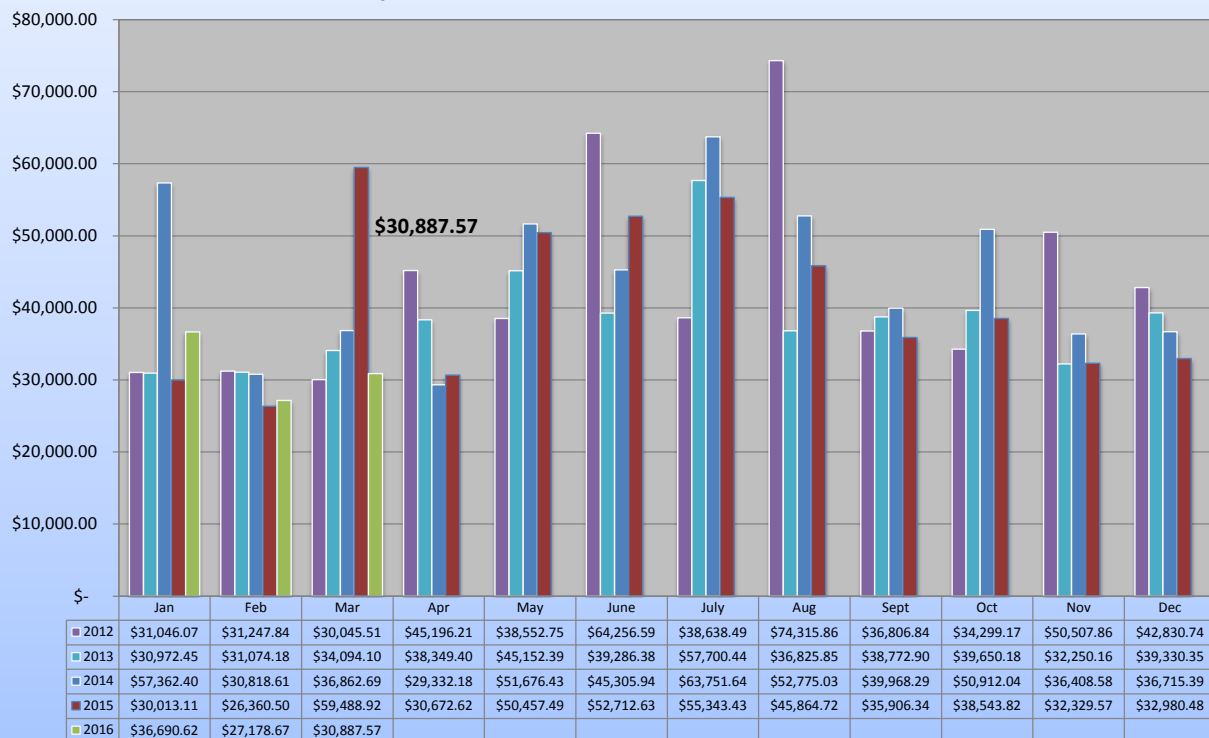


Attachment: Revenue vs. Expenditures (2174 : Month & YTD Financial Report)

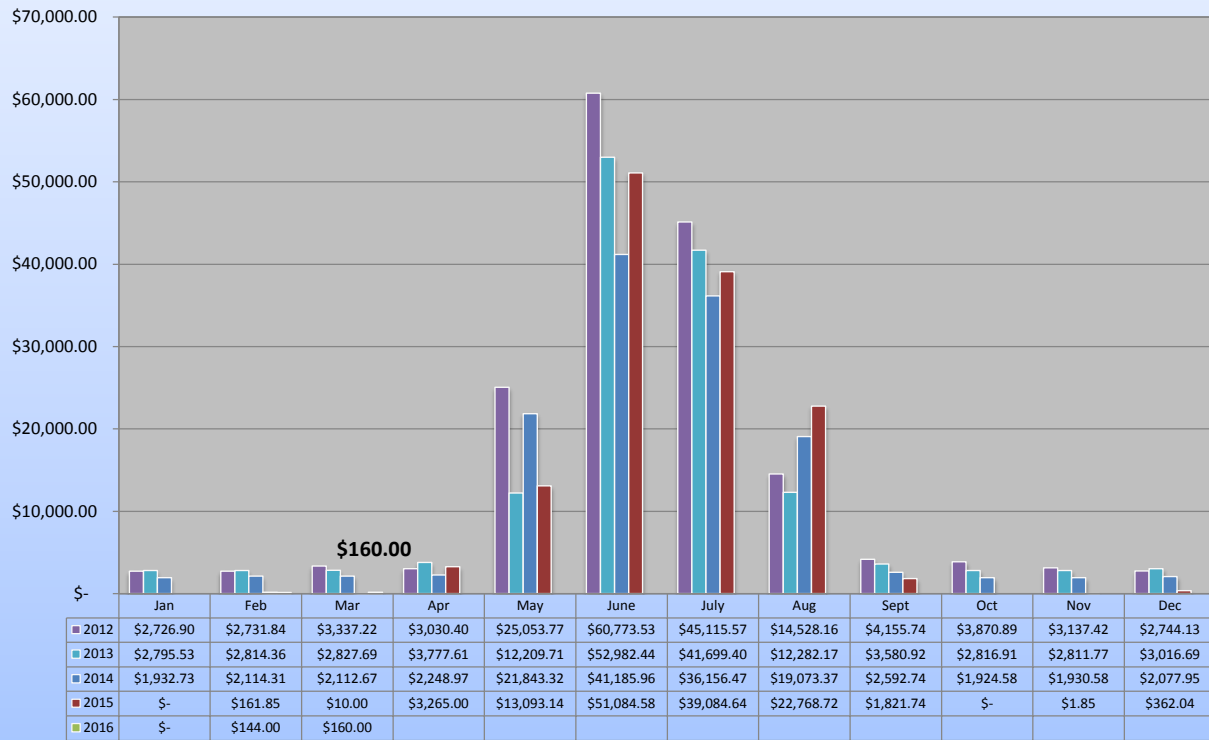
Revenue Over Time - Fund 11 (Parks)



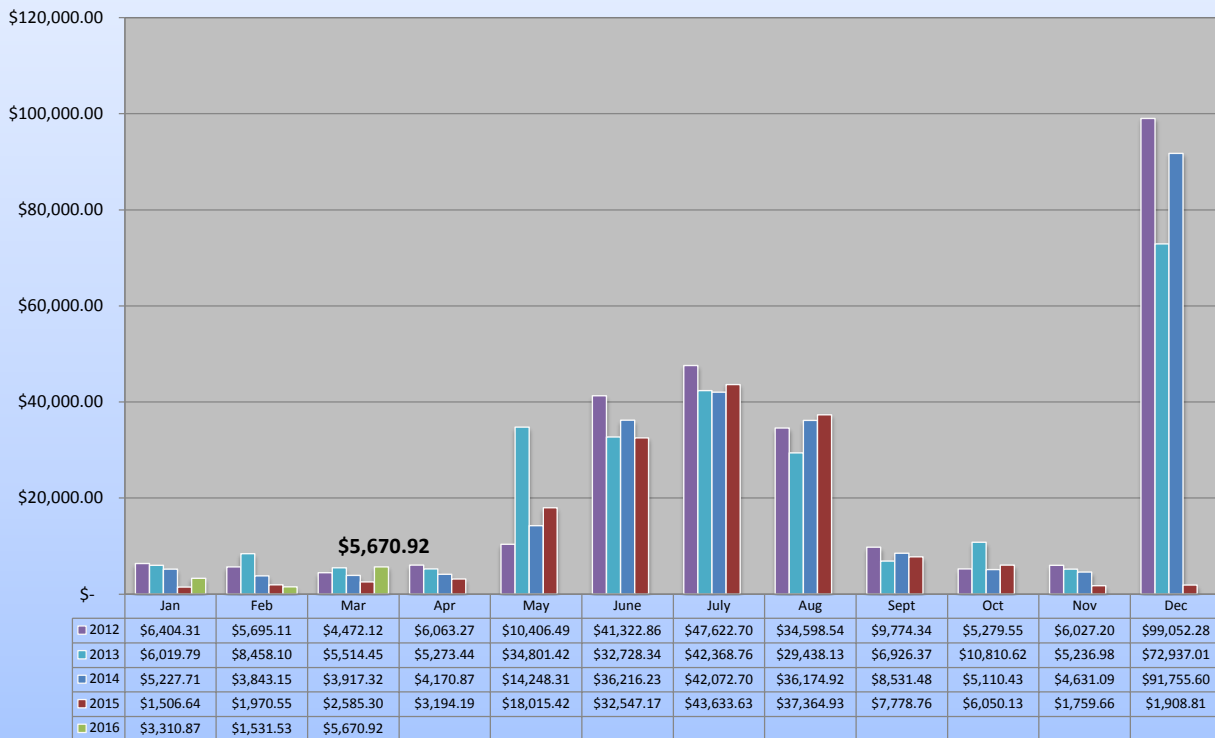
Expenses Over Time - Fund 11 (Parks)



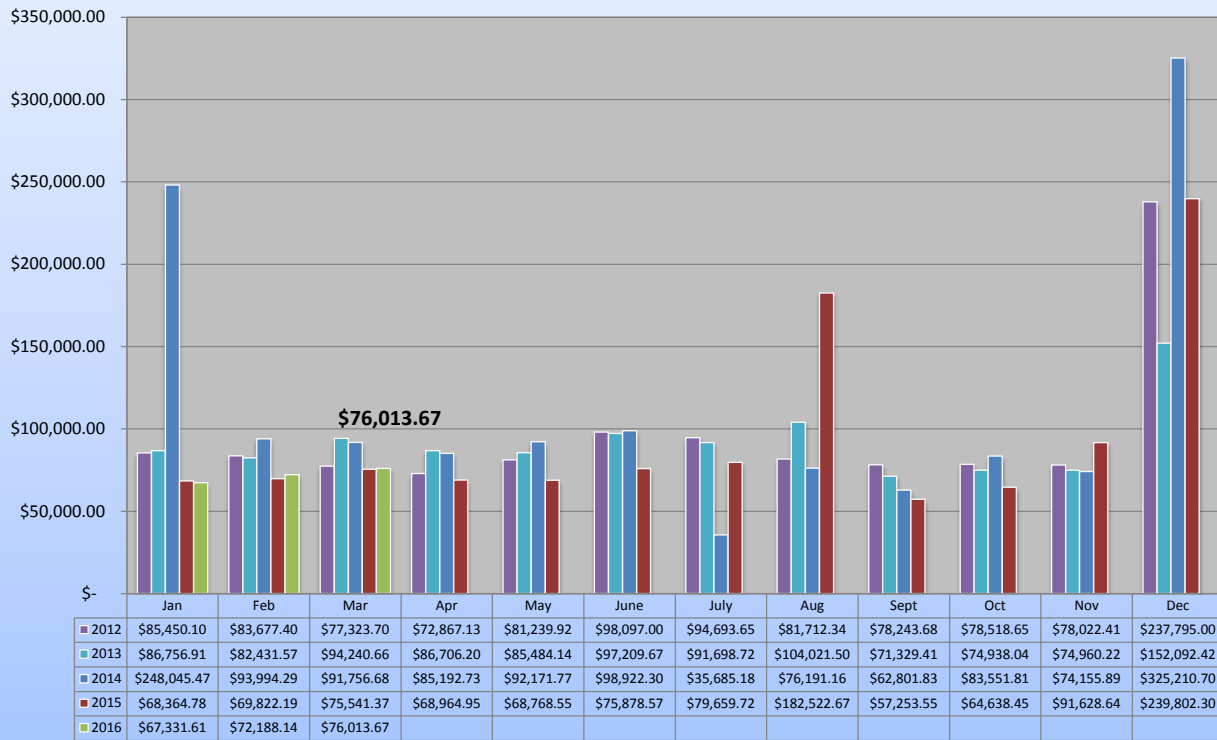
Revenue Over Time - Fund 13 (ODP)



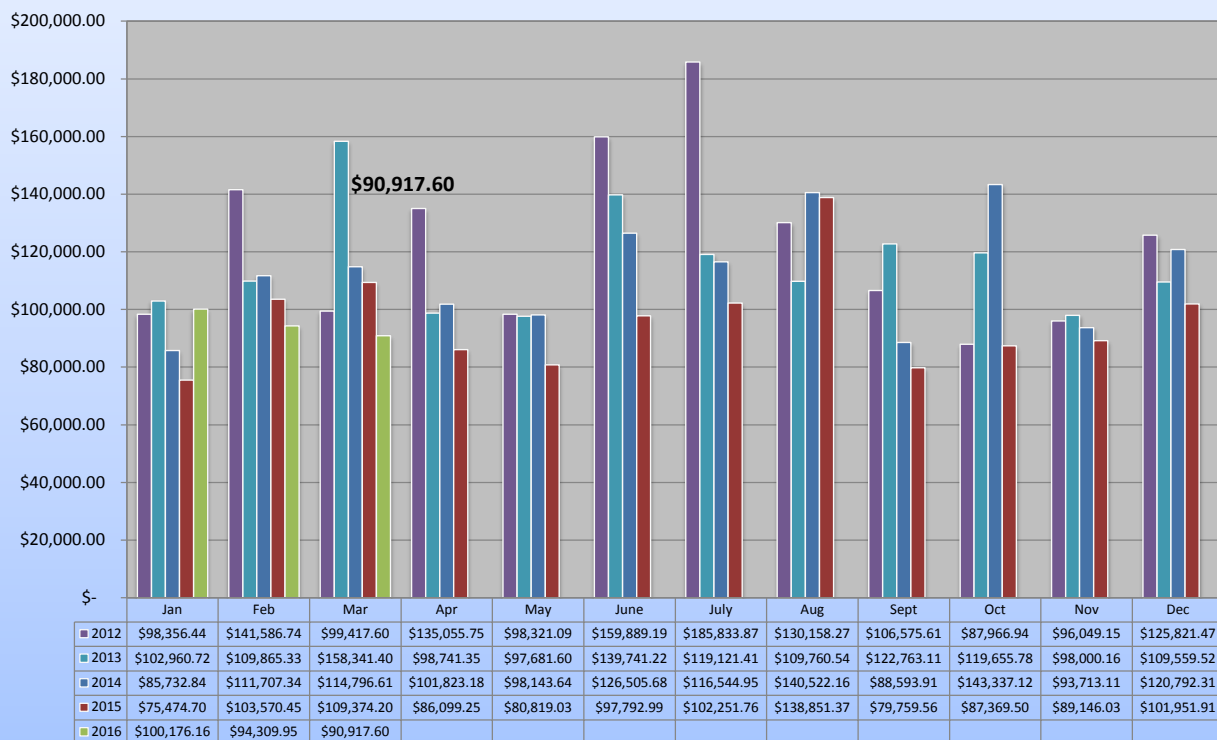
Expenses Over Time - Fund 13 (ODP)



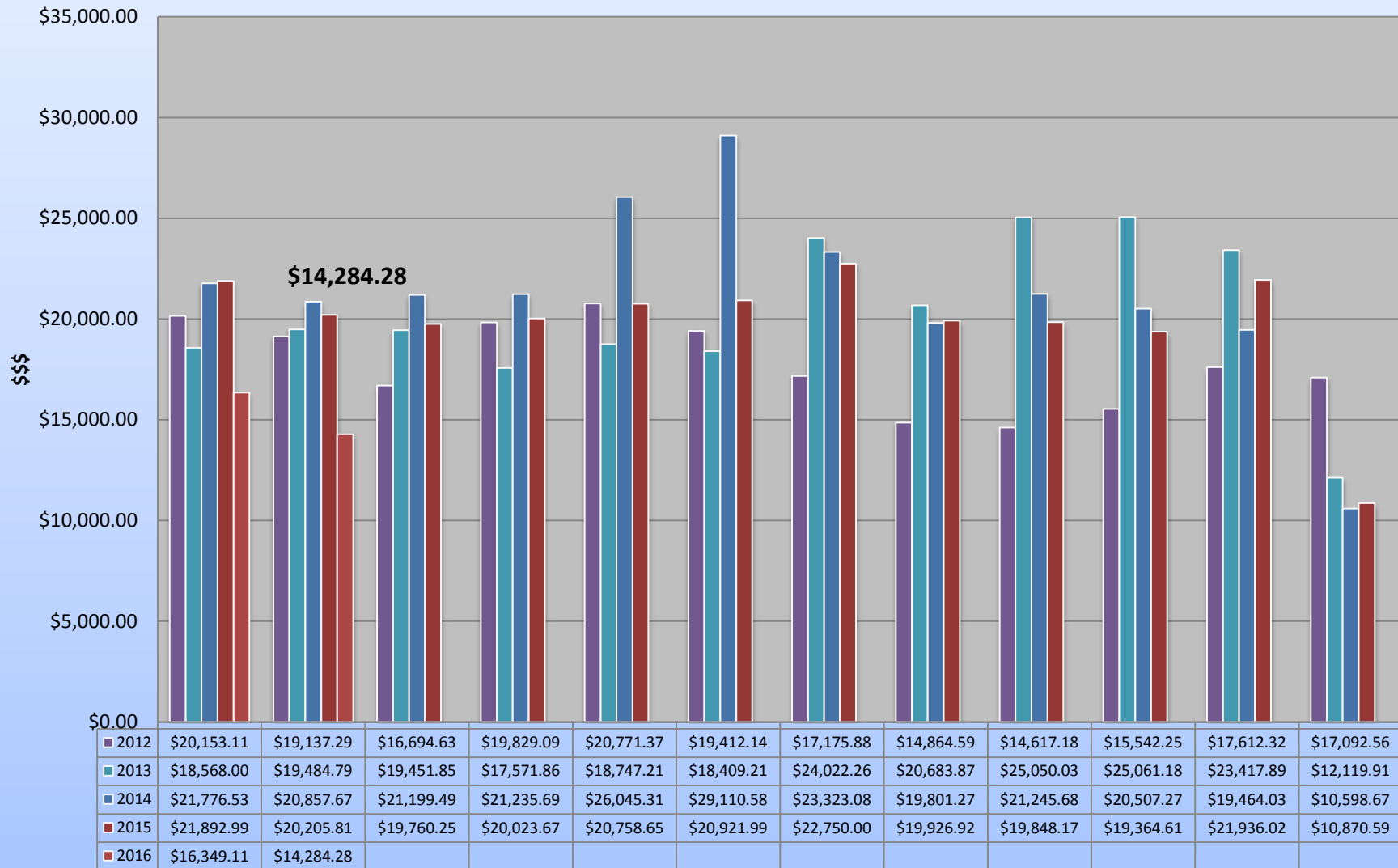
Revenue Over Time - Fund 15 (HCC)



Expenses Over Time - Fund 15 (HCC)



Utilities by Month



Fund		Parks - 11								
Rev./Exp.		(All)								
Title	Division	Section	Account Name	Account #	2013	2014	2015	2016	Variance	% of Change
Parks Revenue	Detailed Revenue	Taxes	Real Estate Taxes	11-5111	\$49,390.53	\$51,563.68	\$56,644.18	\$59,926.10	\$3,281.92	5.79%
			Personal Property Tax	11-5112	\$12,471.38	\$11,612.41	\$18,758.17	\$15,588.40	-\$3,169.77	-16.90%
			Merchants/Replacement Tax	11-5113	\$13,262.56	\$13,090.83	\$13,838.32	\$13,364.68	-\$473.64	-3.42%
			Corporate/RR/Utility Tax	11-5117	\$1,063.39	\$1,247.33	\$1,644.17	\$1,451.77	-\$192.40	-11.70%
			Financial Institution Tax	11-5121	\$334.29	\$529.64	\$676.97	\$140.74	-\$536.23	-79.21%
		Charges for Service	Rental Income	11-5307	\$2,896.05	\$978.12	\$1,504.29	\$1,615.97	\$111.68	7.42%
			Shooting Range Revenue	11-5309	\$313.00	\$330.00	\$345.00	\$0.00	-\$345.00	-100.00%
			Ballfield Concession Lease	11-5330	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Office Facilities & Services	11-5331	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Concessions Ball Field Taxable	11-5334	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Recreational Programs	Misc. Recreation Programs	11-5418	\$28,371.48	\$29,819.04	\$30,152.00	\$32,496.00	\$2,344.00	7.77%
		Misc. Income	Miscellaneous	11-5510	\$4,000.00	\$6,150.00	\$3,625.00	\$4,750.00	\$1,125.00	31.03%
			Donations - Sound System	11-5514	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Auction & Surplus Sales	11-5535	\$901.99	\$0.00	\$0.00	\$0.00	\$0.00	
			Donations	11-5537	\$220.00	\$131.00	\$0.00	\$0.00	\$0.00	
		Intergovernmental	Grants & Entitlements	11-5626	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Interest	Interest Income	11-5815	\$0.00	\$11.20	\$26.09	\$41.95	\$15.86	60.79%
		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	\$70,622.49	\$62,816.25	\$53,238.75	\$60,849.99	\$7,611.24	14.30%
			Transfer from Other Funds	11-5931	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Parks Revenue Total					\$183,847.16	\$178,279.50	\$180,452.94	\$190,225.60	\$9,772.66	5.42%
Parks Expenses	Park Maintenance	Personnel Services			\$62,282.70	\$65,116.49	\$74,514.46	\$74,790.96	\$276.50	0.37%
		Contractual Services			\$11,371.96	\$12,103.72	\$12,134.54	\$9,502.46	-\$2,632.08	-21.69%
		Commodities			\$6,575.19	\$4,437.98	\$2,758.89	\$4,392.70	\$1,633.81	59.22%
		Other Charges			\$14,908.71	\$43,385.51	\$5,979.64	\$6,070.74	\$91.10	1.52%
		Capital Outlay			\$354.00	\$0.00	\$20,475.00	\$0.00	-\$20,475.00	-100.00%
	Capital Projects				\$648.17	\$0.00	\$0.00	\$0.00	\$0.00	
Parks Expenses Total					\$96,140.73	\$125,043.70	\$115,862.53	\$94,756.86	-\$21,105.67	-18.22%
Expenses Less Capital Projects					\$95,492.56	\$125,043.70	\$115,862.53	\$94,756.86	-\$21,105.67	-18.22%

Total Variances	(Capital Projects removed from Expenses)	-\$95,492.56	\$58,803.46	\$64,590.41	\$95,468.74	\$30,878.33	47.81%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	137.14%	102.89%	104.59%	115.28%	10.69%	10.22%

Fund	Parks - 11									
Rev./Exp.	(All)									
Title	Division	Section	Account Name	Account #	2013	2014	2015	2016	Variance	% of Change
☐ Parks Revenue	☐ Detailed Revenue	☐ Other Rev. Sources/Trans	☐ Transfer From General Fund	11-5930	\$70,622.49	\$62,816.25	\$53,238.75	\$60,849.99	\$7,611.24	14.30%
☐ Parks Expenses	☐ Park Maintenance	☐ Other Charges	☐ Office Facilities & Services	11-6-1125-0430	\$12,933.75	\$12,825.00	\$3,413.76	\$3,633.51	\$219.75	6.44%

Attachment: Parks Financials (2174 : 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	2016	Variance	% of Change	
[-] ODP Revenue	[-] Detailed Revenue	[-] Charges for Service	[-] Concessions Aquatic Center	13-5334	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			[-] Lifeguard Uniform Revenue	13-5337	\$0.00	\$0.00	\$10.00	\$0.00	-\$10.00	-100.00%	
			[-] Pool Season Passes	13-5336	\$0.00	\$300.00	\$160.00	\$304.00	\$144.00	90.00%	
			[-] Swimming Pool Use Fee	13-5333	\$12.00	\$0.00	\$0.00	\$0.00	\$0.00		
			[-] Misc. Income	[-] Miscellaneous	13-5510	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
				[-] Donations	13-5537	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
				[-] Taxable Miscellaneous	13-5509	\$3.70	\$1.85	\$1.85	\$0.00	-\$1.85	-100.00%
			[-] Interest	[-] Interest Income	13-5815	\$105.64	\$84.12	\$0.00	\$0.00	\$0.00	
			[-] Other Rev. Sources/Trans	[-] Transfer from Other Funds	13-5931	\$8,316.24	\$5,773.74	\$0.00	\$0.00	\$0.00	
ODP Revenue Total					\$8,437.58	\$6,159.71	\$171.85	\$304.00	\$132.15	76.90%	
[-] ODP Expenses	[-] Aquatics Center	[+] Personnel Services			\$596.91	\$739.05	\$1,081.63	\$228.71	-\$852.92	-78.86%	
		[+] Contractual Services			\$3,789.73	\$2,596.58	\$1,431.56	\$6,947.42	\$5,515.86	385.30%	
		[+] Commodities			\$0.00	\$29.99	\$329.25	\$123.50	-\$205.75	-62.49%	
		[+] Other Charges			\$11,555.70	\$9,622.56	\$3,220.05	\$3,213.69	-\$6.36	-0.20%	
		[+] Capital Outlay			\$4,050.00	\$0.00	\$0.00	\$0.00	\$0.00		
		[+] Depreciation			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	[+] Capital Projects			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
ODP Expenses Total					\$19,992.34	\$12,988.18	\$6,062.49	\$10,513.32	\$4,450.83	73.42%	
Expenses Less Capital Projects					\$19,992.34	\$12,988.18	\$6,062.49	\$10,513.32	\$4,450.83	73.42%	

Total Variances	(Capital Projects removed from Expenses)	-\$11,554.76	-\$6,828.47	-\$5,890.64	-\$10,209.32	-\$4,318.68	73.31%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	1.26%	8.93%	4.48%	3.68%	-0.80%	-17.88%

Fund	ODP - 13									
Rev./Exp.	(All)									
Title	Division	Section	Account Name	Account #	2013	2014	2015	2016	Variance	% of Change
☐ ODP Revenue	☐ Detailed Revenue	☐ Other Rev. Sources/Trans	☐ Transfer from Other Funds	13-5931	\$8,316.24	\$5,773.74	\$0.00	\$0.00	\$0.00	#DIV/0!
☐ ODP Expenses	☐ Aquatics Center	☐ Other Charges	☐ Office Facilities & Services	13-6-1124-0430	\$10,396.26	\$8,667.51	\$2,223.75	\$2,243.76	\$20.01	0.90%

Attachment: ODP Financials (2174 : 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 #	2013	2014	2015	2016	Variance	% of Change	
HCC Revenue	Detailed Revenue	Charges for Service	Alcohol Application Fees	15-5358	\$0.00	\$0.00	\$25.00	\$0.00	-\$25.00	-100.00%	
			Annual Memberships	15-5351	\$138,142.33	\$154,791.18	\$144,385.86	\$146,722.55	\$2,336.69	1.62%	
			Office Facilities & Services	15-5331	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Daily Passes	15-5350	\$18,457.50	\$17,773.00	\$18,761.00	\$15,961.00	-\$2,800.00	-14.92%	
			Overtime Fees	15-5356	\$373.00	\$156.00	\$187.50	\$157.50	-\$30.00	-16.00%	
			Room Rental	15-5354	\$11,228.35	\$11,161.00	\$10,738.00	\$9,148.75	-\$1,589.25	-14.80%	
			Senior Rent	15-5352	\$1,653.75	\$1,708.87	\$1,736.43	\$1,157.62	-\$578.81	-33.33%	
			Special Events	15-5355	\$1,800.00	\$1,265.00	\$1,890.00	\$2,145.00	\$255.00	13.49%	
			Swim Team Rent	15-5353	\$5,805.00	\$1,350.00	\$2,960.00	\$4,730.00	\$1,770.00	59.80%	
			Tot Watch Fees	15-5359	\$695.00	\$860.00	\$945.00	\$793.00	-\$152.00	-16.08%	
		Recreational Programs	Vending Fees	15-5357	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			3 on 3 Basketball	15-5415	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Coed Softball	15-5413	-\$47.73	\$0.00	\$0.00	\$0.00	\$0.00		
			Coed Volleyball	15-5411	\$3,558.44	\$2,800.00	\$2,190.00	\$915.00	-\$1,275.00	-58.22%	
			Dodgeball	15-5419	\$1,272.00	\$300.00	\$0.00	\$0.00	\$0.00		
			Dog Obedience	15-5401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Fitness Classes	15-5421	\$7,107.87	\$9,204.57	\$5,966.60	\$7,076.83	\$1,110.23	18.61%	
			Lifeguard Training	15-5425	\$250.00	\$2,489.73	\$278.22	\$1,479.00	\$1,200.78	431.59%	
			Men's 5 on 5 Basketball	15-5417	\$0.00	\$3,000.04	\$0.00	\$1,800.00	\$1,800.00		
			Men's Softball	15-5414	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
		Misc. Recreation Programs	Misc. Recreation Programs	15-5418	\$14,172.06	\$13,442.39	\$9,969.14	\$10,745.40	\$776.26	7.79%	
			Sand Volleyball	15-5412	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
			Swim Lessons	15-5423	\$1,855.00	\$1,946.34	\$1,831.17	\$1,489.29	-\$341.88	-18.67%	
			Swim Team	15-5426	\$1,425.00	\$1,024.28	\$251.25	\$0.00	-\$251.25	-100.00%	
			Water Aerobics	15-5422	\$908.44	\$691.00	\$376.50	\$754.50	\$378.00	100.40%	
			Women's Volleyball	15-5420	\$1,867.55	\$2,333.32	\$525.00	\$1,750.00	\$1,225.00	233.33%	
			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	\$5,280.00	\$5,130.00	\$4,150.00	\$3,030.00	-\$1,120.00	-26.99%
				Miscellaneous	15-5510	\$962.00	\$663.00	\$278.25	\$965.00	\$686.75	246.81%
		Auction & Surplus Sales		15-5535	\$0.00	\$0.00	\$1,810.50	\$0.00	-\$1,810.50	-100.00%	
		Cancellation Fee		15-5522	\$200.00	-\$100.00	(\$75.00)	\$0.00	\$75.00	-100.00%	
		Donations		15-5537	\$0.00	\$0.00	\$344.00	\$30.00	-\$314.00	-91.28%	
		Massage Therapist		15-5523	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
		On-Site Sales Commission		15-5519	\$589.75	\$540.90	\$710.18	\$432.98	-\$277.20	-39.03%	
		Personal Trainer		15-5521	\$15,239.00	\$9,101.00	\$3,015.00	\$2,950.00	-\$65.00	-2.16%	
		Preferred Vendors		15-5515	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
		Short & Over		15-5516	\$20.87	-\$3.34	\$14.00	-\$3.99	-\$17.99	-128.50%	
		Sponsors	15-5520	\$0.00	\$0.00	\$0.00	\$650.00	\$650.00			

Attachment: HCC Financials (2174 : Month & YTD Financial Report)

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

HCC Revenue	Detailed Revenue	Misc. Income	☐Taxable Misc.	15-5509	\$94.38	\$251.29	\$450.34	\$636.34	\$186.00	41.30%
		☐Intergovernmental	☐Grants & Entitlements	15-5626	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		☐Interest	☐Interest Income	15-5815	\$269.59	\$272.87	\$14.40	\$17.65	\$3.25	22.57%
			☐Interest Income (Bond)	15-5825	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		☐Other Rev. Sources/Trans	☐Transfer from Other Funds	15-5931	\$30,249.99	\$191,644.00	\$0.00	\$0.00	\$0.00	
HCC Revenue Total					\$263,429.14	\$433,796.44	\$213,728.34	\$215,533.42	\$1,805.08	0.84%
☐HCC Expense	☒Administration				\$143,309.19	\$131,635.68	\$88,909.52	\$91,391.71	\$2,482.19	2.79%
	☒Aquatics Center				\$60,012.32	\$25,686.50	\$32,540.61	\$37,453.61	\$4,913.00	15.10%
	☒Recreation Programs				\$52,673.56	\$51,504.46	\$50,122.40	\$52,537.72	\$2,415.32	4.82%
	☒Building & Grounds				\$115,172.38	\$103,410.15	\$116,846.82	\$104,020.67	-\$12,826.15	-10.98%
	☒Capital Projects				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
HCC Expense Total					\$371,167.45	\$312,236.79	\$288,419.35	\$285,403.71	-\$3,015.64	-1.05%

Total Variances	(Capital Projects removed from Expenses)	-\$107,738.31	\$121,559.65	-\$74,691.01	-\$69,870.29	\$4,820.72	-6.45%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	69.95%	86.46%	76.35%	77.93%	1.58%	2.07%

Fund	HCC - 15									
Rev./Exp.	(All)									
Title	Division	Section	Account Name	Account #	2013	2014	2015	2016	Variance	% of Change
☐ HCC Revenue	☐ Detailed Revenue	☐ Other Rev. Sources/Trans	☐ Transfer from Other Funds	15-5931	\$30,249.99	\$191,644.00	\$0.00	\$0.00	\$0.00	#DIV/0!
☐ HCC Expense	☐ Administration	☐ Other Charges	☐ Office Facilities & Services	15-6-0103-0430	\$37,812.51	\$32,176.26	\$8,491.26	\$8,837.76	\$346.50	4.08%

Attachment: HCC Financials (2174 : Month & YTD Financial Report)



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: April 8, 2016
SUBJECT: Harrisonville Rotary Club Donation

Type of Item: *Report*

Discussion Item (ID # 2175)

Harrisonville Rotary Club Donation

Attachments:

MEMO on Rotary Donation (PDF)

Foundation Fund Summary (PDF)

Accessible Swing (PDF)

MEMO

TO: Park Board

CC: Mike Tholen, Acting City Administrator & Mayor Hasek

FROM: Chris Deal, Parks & Recreation Director

DATE: April 7, 2016

RE: Harrisonville Rotary Club Donation

For the last two years, I have requested funding from the Harrisonville Rotary Club for our newly established Parks & Recreation Foundation. This year the Rotary Club has voted to donate their fund raising money to the Harrisonville Parks & Recreation Foundation. Specifically, the funds donated are to be earmarked towards the purchase of accessible playground features for our parks.

For the past few years, the amount that the Rotary Club has donated annually to the community has been approximately \$5,000.00, but the club will know the exact amount towards the end of August. I have been a Rotary Club member for many years and a member of the Harrisonville Rotary Club since I arrived in 2011. I am honored that the club has selected our Park Foundation to receive this year's donation.

In speaking with the Truman Heartland Community Foundation personnel, a new "Sub Fund" can be set up within our existing fund where *any funds raised for the accessible play features* can be kept separate. This is the request of the Rotary Club and this requires approval from our Park Board. With the Board's approval a form will then be provided by the THCF, which requires a signature from myself and Brent Caruthers as our Park Board Chair.

Lastly, our current balance in the Foundation Fund is \$6,058.07 (See attached Fund Summary). With more than one request and an immediate need for at least one accessible playground feature in our parks, I have ordered an accessible swing to be placed at City Park. I am requesting that the funds for this accessible swing come from our Foundation Fund, which can be reimbursed from the Rotary Club donation when that deposit is made. If the Board chooses not to approve this expense, the swing will be paid for out of Park operations. The cost for the accessible swing is \$444.70.

In summary, staff is requesting two items for Park Board approval:

1. To establish a "Sub Fund" within our existing Foundation, which will be titled "Accessible Playground Features".
2. Approval of the \$444.70 to come out of the existing Foundation funds, with a later reimbursement to the general foundation fund after the Rotary Club donation is deposited.

I will be happy to answer any questions at the Park Board meeting. Thank you.

Attachment: MEMO on Rotary Donation (2175 : Harrisonville Rotary Club Donation)



Fund Summary

[Print Page](#) [Export Gifts](#) [Export Grants](#)

Fund Harrisonville Parks and Recreation Foundation ▼

Period All ▼

Gifts	\$12,110.00
Non-Gifts	\$3.20
Grants Paid	\$5,163.43
Market Value as of 2/29/2016	\$6,058.07 See File
Investments	(\$186.56)

Attachment: Foundation Fund Summary (2175 : Harrisonville Rotary Club Donation)

142 Swing Packages



2-5 Made-for-Me Seat Chair brace is available in beige or yellow. One of the only full-support seats that's age and size specific.



5-12 Made-for-Me Seat Chair brace is available in beige or yellow



One-for-All Swing Seat

Made-for-Me Swing Seat Packages

Children come in all shapes and abilities, which is why we designed the Made-for-Me Swing Seat in two different sizes. Small for ages 2-5 and Large for ages 5-12.

Made-for-Me* Swing Seats for 5" (13 cm) O.D. Top Rails

Model	Description	Ages	Chain	Top Rail
67854	Made-for-Me	5-12	galvanized	8' (244cm)
S67854	Made-for-Me	5-12	stainless	8' (244cm)
67859	Made-for-Me	2-5	galvanized	8' (244cm)
S67859	Made-for-Me	2-5	stainless	8' (244cm)

Made-for-Me* Swing Seats for 3-1/2" (9 cm) O.D. Top Rails

Model	Description	Ages	Chain	Top Rail	3-1/2" (9cm) O.D. Arch	Single Post	Standard Tripod	Heavy Duty Tripod
67855	Made-for-Me	5-12	galvanized	8' (244cm)	*	*		*
S67855	Made-for-Me	5-12	stainless	8' (244cm)	*	*		*
67860	Made-for-Me	2-5	galvanized	8' (244cm)	*	*		*
S67860	Made-for-Me	2-5	stainless	8' (244cm)	*	*		*
67856	Made-for-Me	5-12	galvanized	10' (305cm)	*	*		*
S67856	Made-for-Me	5-12	stainless	10' (305cm)	*	*		*

Made-for-Me* Swing Seats for 2-3/8" (6 cm) O.D. Top Rails

Model	Description	Ages	Chain	Top Rail	3-1/2" (9cm) O.D. Arch	Single Post	Standard Tripod	Heavy Duty Tripod
67857	Made-for-Me	5-12	galvanized	8' (244cm)			*	
S67857	Made-for-Me	5-12	stainless	8' (244cm)			*	
67861	Made-for-Me	2-5	galvanized	8' (244cm)			*	
S67861	Made-for-Me	2-5	stainless	8' (244cm)			*	
67858	Made-for-Me	5-12	galvanized	10' (305cm)			*	
S67858	Made-for-Me	5-12	stainless	10' (305cm)			*	

* Model numbers are for seats with yellow braces, beige braces are available upon request.

One-for-All Swing Seat Packages

One-for-All Seats offer another option for extra stability for children with disabilities. Seat Restraint available separately, see page 143.

One-for-All Swing Seats for 5" (13 cm) O.D. Top Rails

Model	Description	Chain	Top Rail
67731	One-for-All	uncoated	8' (244cm)
SS7731	One-for-All	stainless	8' (244cm)

One-for-All Swing Seats for 3-1/2" (9 cm) O.D. Top Rails

Model	Description	Chain	Top Rail	3-1/2" (9cm) O.D. Arch	Single Post	Standard Tripod	Heavy Duty Tripod
67734	One-for-All	uncoated	8' (244cm)	*	*		*
SS7734	One-for-All	stainless	8' (244cm)	*	*		*

One-for-All Swing Seats for 2-3/8" (6 cm) O.D. Top Rails

Model	Description	Chain	Top Rail	3-1/2" (9cm) O.D. Arch	Single Post	Standard Tripod	Heavy Duty Tripod
67737	One-for-All	uncoated	8' (244cm)			*	
SS7737	One-for-All	stainless	8' (244cm)			*	