



**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
OCTOBER 11, 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 - September 13, 2016**
- V. Parks and Recreation Department**
 - 1. Director Report - Month End Report**
 - 2. Parks Sales Tax**
 - 3. HCC Membership Report**
 - 4. Month & YTD Financial Report**
- VI. Other Business**
- VII. Adjourn to Executive Session**
- VIII. Adjourn from Regular Session**

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

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: October 2, 2016
SUBJECT: Park Board Minutes - September 13, 2016

Type of Item: *Approval*

1. Action Item (ID # 2352)

Park Board Minutes - September 13, 2016

Attachments:

September 13, 2016 (PDF)

**HARRISONVILLE PARK BOARD MINUTES
HARRISONVILLE COMMUNITY CENTER**

September 13, 2016

6:00 P.M.

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

MEMBERS PRESENT: Acting Chairman Cathy Faris, Ed Roberts, Don Allen, Dr. Martin Parks, Clint Miller, & Phil Rogers (arrived at 6:30pm)

ABSENT: Chairman Brent Caruthers, David Atkinson, Julie Weedman

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

PUBLIC PARTICIPATION: NONE

CEREMONIAL MATTERS: NONE

APPROVAL OF MINUTES: Acting Chairman Cathy Faris asked for a motion to approve the minutes from the August 9, 2016 regular session. Mr. Miller moved to approve the minutes of the August 9, 2016 Park Board. The motion was seconded by Mr. Allen and approved unanimously by a voice vote of those present, 5-0.

DIRECTOR'S REPORT:

Director Deal thanked all Park Board members that could be in attendance this evening.

Director Deal reported that there may possibly be a leak at the Outdoor Pool as there has been an increase in water consumption this past month. Staff completed a dye testing, but the test came up inconclusive. Mr. Deal stated that a contractor has been called to check out the pool for a possible leak. Mr. Deal stated that he will keep the Park Board up to date with any new findings.

Director Deal asked members if they had any questions regarding the written monthly report.

HPR FOUNDATION FUND STATEMENT:

Director Deal stated that we currently have a balance of \$16,153.60 in the Truman Heartland Community Foundation. Mr. Deal stated that in just a few weeks \$3,500.00 will be coming out of the foundation to purchase new accessible playground equipment for the parks, per the Rotary Club's donation.

Director Deal asked members if they had any questions regarding the foundation fund.

PARKS TAX COMMITTEE & INFORMATIONAL BROCHURE:

Director Deal stated that per the Park Board's suggestions last month some minor revisions had been made to the Parks Sales tax educational brochure; including featuring the Community Center on the front of the brochure along and changing the wording of the original ballot issue slightly. Director Deal stated that staff is looking forward to scheduling meetings with other organizations within the next few months to begin to present the educational power point on this issue. Director Deal asked Park Board members for any comments that they may have at this time. Director Deal stated that with several board members absent this evening that he would like to wait until we have all in attendance before we establish a Parks Sales Tax committee at this time.

Acting Chairman Cathy Faris agreed that indeed it would be appropriate to hold off until Chairman Brent Caruthers and other board members are in attendance before moving forward with establishing a committee and publishing the informational brochure.

Mr. Roberts asked if we have a projected time line on putting the Parks Sales Tax question on the ballot. Director Deal stated that we were tentatively scheduled for the April, 2017 ballot.

Mr. Roberts asked if there were any other issues that we know of on the April ballot. Assistant Director Hershberger stated that we are not aware of any at this time.

Mr. Roberts stated that he would like to move forward with the publishing of the informational brochure. Director Deal stated that the brochure states “proposed” ballot language so it should be alright to move forward with it at this time. Dr. Parks stated that he would like to see this informational brochure be published and available now rather than later.

Acting Chairman Cathy Faris asked for a motion to approve and proceed with printing and sharing the Parks Sales Tax Educational Informational Brochure with the public. Mr. Roberts moved to approve. The motion was seconded by Dr. Parks and approved unanimously by a voice vote of those present, 6-0.

2017 PROPOSED BUDGET:

Referring to the memo Director Deal along with Assistant Director Hershberger reviewed financial information with Park Board members about the 2017 Proposed Budget. Director Deal stated that staff has removed any requests for vehicle replacement or purchase from the 2017 Budget due to the limited funds available from the General Fund. Mr. Deal stated that this information will be presented to the Board of Alderman on Tuesday, September 20th.

Assistant Director Hershberger stated that beginning January 1st of 2017 we will be opening starting at 5:00am Monday – Friday. Mrs. Hershberger stated that there has been demand from our members for this change and that it will have a minimal budget impact.

Director Deal asked Park Board members for any questions or concerns that they may have regarding the 2017 Proposed Budget.

Mr. Allen asked if the \$50, 000.00 transfer for the Jefferson Parkway sidewalk project was our financial part of the total project. Director Deal stated yes, however, if the project cost exceeds the amount provided by Parks and through grant funding then the additional funds would come from the Sidewalk Fund for the city.

Dr. Martin Parks asked if this was the same budget that was talked about last week. Assistant Director Hershberger stated yes, it was.

Acting Chairman Cathy Faris asked for a motion to approve the 2017 Proposed Budget. Mr. Miller moved to approve the 2017 Proposed Budget. The motion was seconded by Dr. Parks and approved unanimously by a voice vote of those present, 6-0.

2017 REVISED FEES & CHARGES:

Referring to the memo Director Deal stated that staff determined that the day pass rates at the Community Center should be adjusted for 2017 to align with market rates and to increase revenue to the Community Center Fund. Mr. Deal stated that day pass rates were last increased in 2015.

Acting Chairman Cathy Faris asked for a motion to approve the 2017 Revised Fees & Charges. Mr. Miller moved to approve the 2017 Revised Fees & Charges. The motion was seconded by Mr. Allen and approved unanimously by a voice vote of those present, 6-0.

HCC & ODP MEMBERSHIP REPORT:

Assistant Director Hershberger reported that a new phone system has been installed within the Community Center and other city departments. Mrs. Hershberger stated that this cost had already been figured into the 2016 budget.

Assistant Director Hershberger stated that we recently hosted our 2nd Annual Doggie Dive on September 6th at the Outdoor Pool with over 50 dogs participating this year. Mrs. Hershberger stated that the weather was absolutely perfect this for this event & that overall the outdoor pool season went really well this year. Mrs. Hershberger stated that coming up on Saturday, September 24th we will be hosting our “Fall Into Fitness – Membership Appreciation Day”. This will be free day and will feature free healthy refreshments provided throughout the day along with door prizes and drawings and free fitness class demonstrations. Mrs. Hershberger stated that Harrisonville Parks & Recreation will once again have a booth on the square during the Burnt District Festival. Mrs. Hershberger stated that staff is starting plans for our annual Haunted Hayride, Pumpkin Painting, Trunk or Treat and Holiday Craft Show along with planning for the Mayor’s Christmas Tree Lighting Celebration.

MONTH & YTD FINANCIAL REPORT:

Assistant Director Hershberger reported:

HCC FUND:

Assistant Director Hershberger reported:

- Overall revenue is showing to be down from this same time as last year
 - Membership revenue is down from this same time last year as reported with losses in our Adult & Family memberships likely in large part to the opening of a new fitness facility in town
 - Cause for the additional loss in revenue reflected in the report is that the transfer from the balance of the ½ cent sales tax that usually comes in monthly had not been transferred at all ytd; this has since been corrected after month end closed and will be reflected in next month’s reports
- Overall expenses are down from this same time last year due in large part to the credit we received for back taxes that were paid to Missouri Gas Energy in error

ODP FUND:

Assistant Director Hershberger reported:

- Overall revenue is up from this same time last year
 - Day Passes, Season Passes & Concession sales are all up from this same time last year
- Overall expenses are up slightly from this same time as last year
 - This increase was mainly due to hosting the South Suburban Swim Meet Finals, but this increase in expense was offset by additional revenue

PARK FUND:

Assistant Director Hershberger reported:

- Overall revenue is down from this same time last year
 - This is due again to the timing of the transfer from the sales tax and should be corrected in the reports next month
- Overall expenses are down slightly from this same time last year

OTHER BUSINESS:

Mr. Allen inquired about how the new housing development is moving along next door to the Community Center and whether we are going to have any additional expense to extend the sidewalk to that development. Director Deal stated that the sidewalk extension has already been included in the plans for the Jefferson Parkway Sidewalk Project and that they have been breaking ground on that project in the past few weeks.

Dr. Parks expressed how well the South Suburban Swim League Finals went in late July and commended Aquatics Supervisor Dave Killpack for his efforts.

ADJOURN:

A motion to adjourn the meeting of the Park Board was made by Mr. Roberts, seconded by Mr. Miller and approved unanimously by a voice vote of those present, 6-0. The meeting adjourned at 7:05pm. The next meeting is scheduled for October 11, 2016 at 6:00pm.

Brent Caruthers, Park Board Chairman

ATTEST”

Amy Fuller, Park Board Secretary

APPROVED, by the Park Board on this 11th day of October, 2016.



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: October 3, 2016
SUBJECT: Director Report - Month End Report

Type of Item: *Report*

1. Discussion Item (ID # 2353)

Director Report - Month End Report

Attachments:

September 2016 Monthly Report (PDF)

September
2016

Monthly Report – Harrisonville Parks & Recreation

Membership Statistics:

- **Total HCC Memberships** = 3,838
- **Total Number of HCC Members** = 2,144
- **Total Monthly Visits (HCC)** = 6,278
- **Most Popular Day (HCC)** = Monday, Sept. 12th (314 visits)

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

- **Community Center Overall Revenue (\$688,689.99)** down by \$58,086.36, 7.78% from this time last year
 - o **Transfer from Other Funds** – Continues to be down by \$46,632.50 from this same time last year despite the transfer at the beginning of this month
 - o **Annual Membership Revenue** is down by \$24,125.18, 5.75% from this time last year
 - o **Daily Passes, Room Rental, Special Events, Swim Team Rent, Fitness Classes, Lifeguard Training, Men's 5 on 5 Basketball, Misc. Rec Programs, Water Aerobics & Women's Volleyball** all continue to be up from this time last year
 - o **Coed Volleyball, Swim Lessons, Swim Team, Activation Fee & Personal Training** are all down slightly from this time last year
- **Community Center Overall Expenses (\$854,732.62)** are down by \$19,260.69, 2.20% from this time last year again due mostly to utility savings
- **Cost Recovery for Community Center ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects)** = 74.84%
- **Parks Overall Revenue (\$375,766.37)** down by \$29,761.94, 7.34% from this time last year
 - o **Transfer from Other Funds** – Operating Support Transfer from the General Fund continues to be down by \$47,766.28 from this time last year, which once again is what accounts for all of the decrease in revenue as we are up in other key revenue areas
 - o **Misc. Rec Program revenue** remains up by \$13,423.25, **Rental Income** is up by \$1,402.13 & **Miscellaneous Income** is up by \$2,116.91
- **Parks Expenses (\$386,508.70)** remain very close to the same as this time last year
- **Cost Recovery for Parks ytd. (non-inclusive of Admin. Fee, General Fund Transfers or Capital Projects)** = 51.40%
- **ODP Overall Revenue (\$148,107.64)** closed the season up by \$16,818.00, 12.81% over last year
 - o Total revenue for the season was the highest it had been in 3 years!
- **ODP Overall Expenses (\$166,710.49)** are up from this time last year by \$18,113.90, 12.19% due to costs for hosting the 2016 SSSL Finals & costs associated with additional water expenses related to a pool leak at the ODP
- **Cost Recovery for ODP ytd.** = 92.58%

Attachment: September 2016 Monthly Report (2353 : Director Report - Month End Report)

Monthly Report – Harrisonville Parks & Recreation**Business & Marketing**

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

- Hosted our annual Doggie Dive event at the Outdoor Pool on Tues., Sept. 6th & our annual “Fall Back into Fitness” Membership Appreciation Day on Sat., Sept. 24th
- Prepared and printed flyers and goodie bags to give away at the HPR booth during the Burnt District Festival on Fri., Sept. 30th & Sat., Oct. 1st
- Created flyers for additional fall programs including Haunted Hayrides, Pumpkin Painting, Zumba Halloween Dance Party, Fall Adult Leagues, Tiny Tikes Basketball, Fall Session II Learn to Swim Classes, Oct. Swim Team Conditioning & our newest fitness class offering PIYO
- Marketed and promoted the Holiday Craft Show coming up on Sat., Dec. 3rd
- Created FB events for our upcoming special events – Haunted Hayrides, Pumpkin Painting and the Holiday Craft Show
- Created high-quality October 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 (**2,200 followers on FB to date**) & Twitter to inform our community about our programs and activities

Fitness

Staff added a new fitness class offering to the Fall Session I schedule with a PIYO class that will be held on Tuesday and Wednesday evenings from 7:15pm-8pm in the Social Hall. Additional items to report:

- Group Fitness Revenue for Summer Session II (8/8/16-9/18/16) : \$2,333.00
- Total # of Group Fitness classes: 15
- Total # of Group Fitness Registrants: 93
- Youth Fitness Orientations Completed: 3
- Complimentary Fitness Orientations Completed: 3

Parks

Staff spent time cleaning up the trails for a 5K held in the park & assisting with parade route traffic flow. Staff also spent time:

- Continuing to prepare the ballfields weekly
- Mowing & trimming as needed

Community Center & Outdoor Pool Maintenance

Staff spent time making repairs to the fitness equipment at HCC. Other items to report:

- Working on Outdoor Pool winter maintenance and leak detection
- Continuing to work with Sunlighten on repairs to the sauna
- Making repairs to the locker room doors at HCC

Monthly Report – Harrisonville Parks & Recreation

- Replacing one of the floor drain covers on the indoor pool deck

Recreation

Staff spent time managing our Fall Fit Kids Before & After School program & Day Camp Days. Staff also continued to run our Fall Youth Baseball/Softball program. Other items to report:

- Registration now open for Tiny Tikes Basketball program that will run from Oct. 13th – Nov. 17th
- Youth Sports
 - o Youth Volleyball practices started the last week of Sept. Total of 55 registrants/6 teams. Games scheduled to start Oct. 8th.
 - o Youth Basketball registration opened Sept 12th and is open until Oct. 30th. Flyers will be distributed to schools the first week of Oct.
- Fall Adult Leagues
 - o Coed Softball- total of 9 teams is in their 3rd week of play
 - o Men's Softball- total of 6 teams is in their 3rd week of play
 - o Women's Rec Volleyball- total of 5 teams is in their 3rd week of play
- Concessions Revenue Report for September:
 - o Ballfield: \$379.78 (Fall Youth Baseball/Softball games started in mid-September and will go through October)
 - o Outdoor Pool: \$451.00 (Pool now closed for the season)

Aquatics

Staff spent time hosting the Doggie Dive at the ODP on Tues., Sept. 6th. Other items to report:

- Continuing to work with the Recreation Coordinator of Athletics & Concessions to take over when she is on maternity leave
- Assisting with leak detection at the Outdoor Pool
- Working with the Maintenance Supervisor on the winterization of the Outdoor Pool
- Fixing the chemical line in the pump room at the indoor pool
- Teaching private and morning group swim lessons
- Scheduling high school swim team practices & hosting two Ray-Pec Boys Swim Meets

Membership

Staff spent time interviewing and hiring new front desk staff members, hosting our annual "Fall Back Into Fitness" Membership Appreciation event on Sat., Sept. 24th, preparing for and hosting our annual Duck Blind Drawing on Tues., Sept. 27th & preparing for our HPR Burnt District Festival booth. Other items to report:

- Ran September Membership Installment Billings – total billed amount \$25,381.34
- Renewed September monthly installment memberships: 32
- Received August's SilverSneakers Fitness Membership Payment: \$3,636.00
- Invoiced Corporate Accounts (CITY, CASGV, HSD, CRMC & QuikTrip) for Monthly Memberships: \$5,977.77

Monthly Report – Harrisonville Parks & Recreation**September
2016**

- Invoiced “Group Visits” - Organizations (Aaron’s House, Grand River Residential, Heritage Residential, SERC): \$591.00
- Completed Building Rentals at HCC & All Parks Facilities, amount collected for September: \$4,743.00



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: October 3, 2016
SUBJECT: Parks Sales Tax

Type of Item: *Report*

2. **Discussion Item (ID # 2354)**
Parks Sales Tax



TO: Park Board
FROM: Chris Deal, Parks Director
DATE: October 3, 2016
SUBJECT: HCC Membership Report

Type of Item: *Report*

3. Discussion Item (ID # 2355)

HCC Membership Report

Attachments:

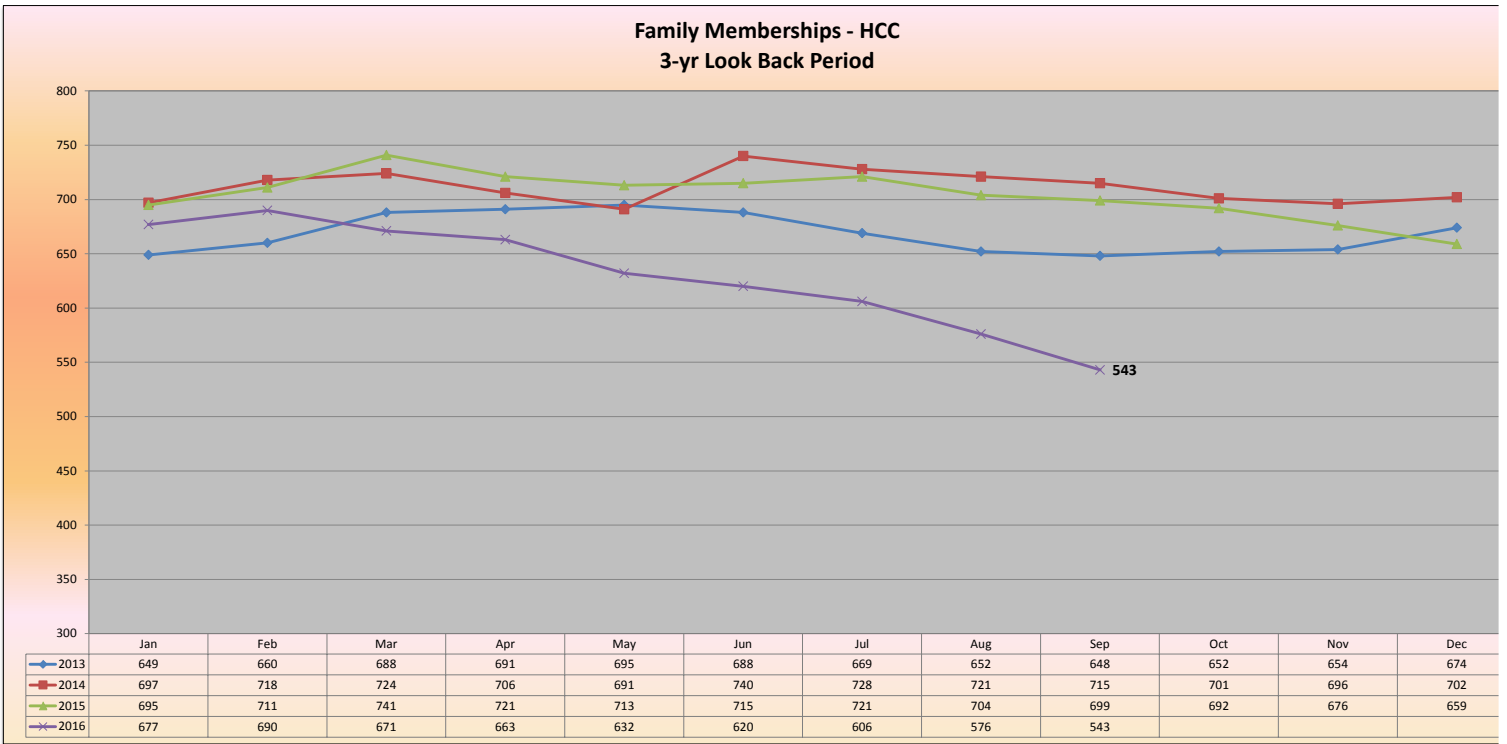
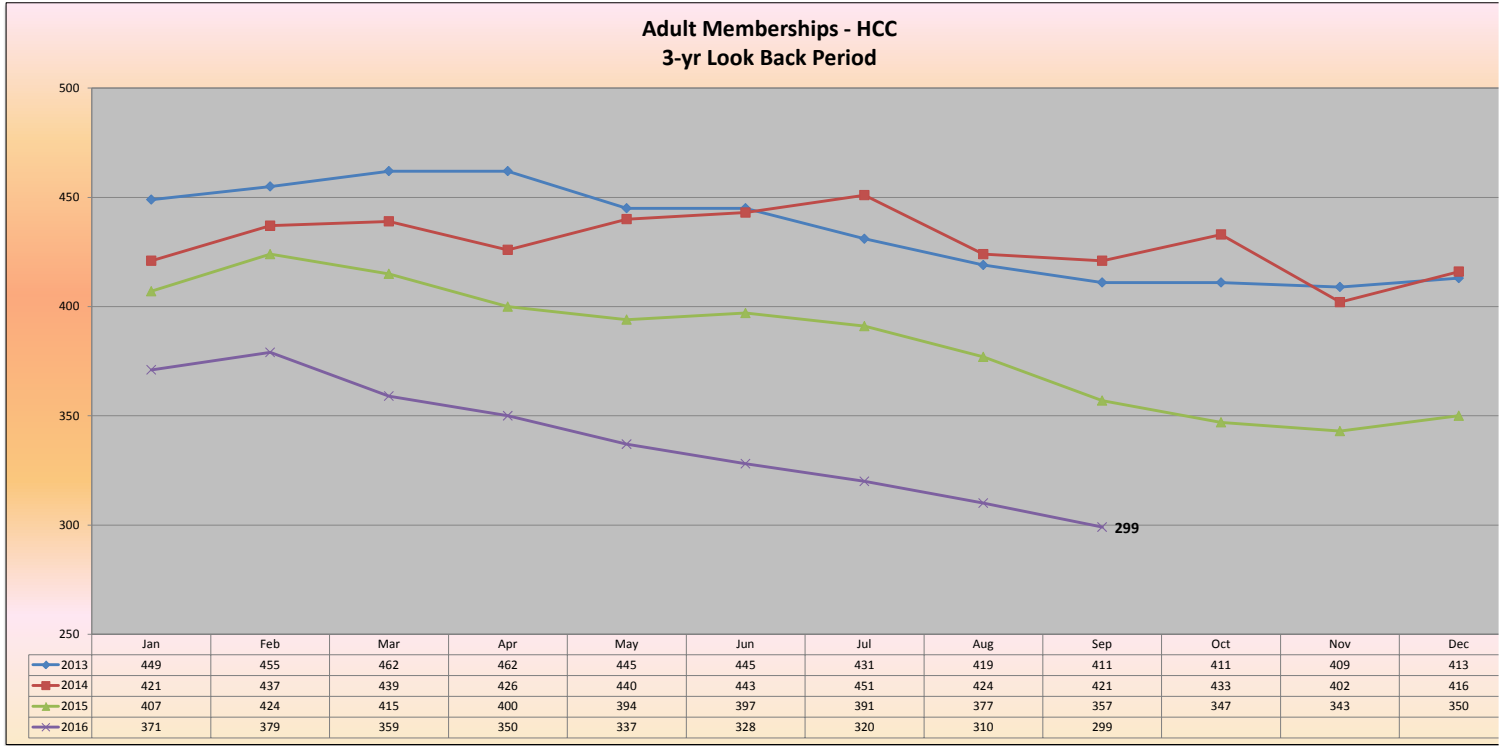
Membership Statistics - Chart(PDF)

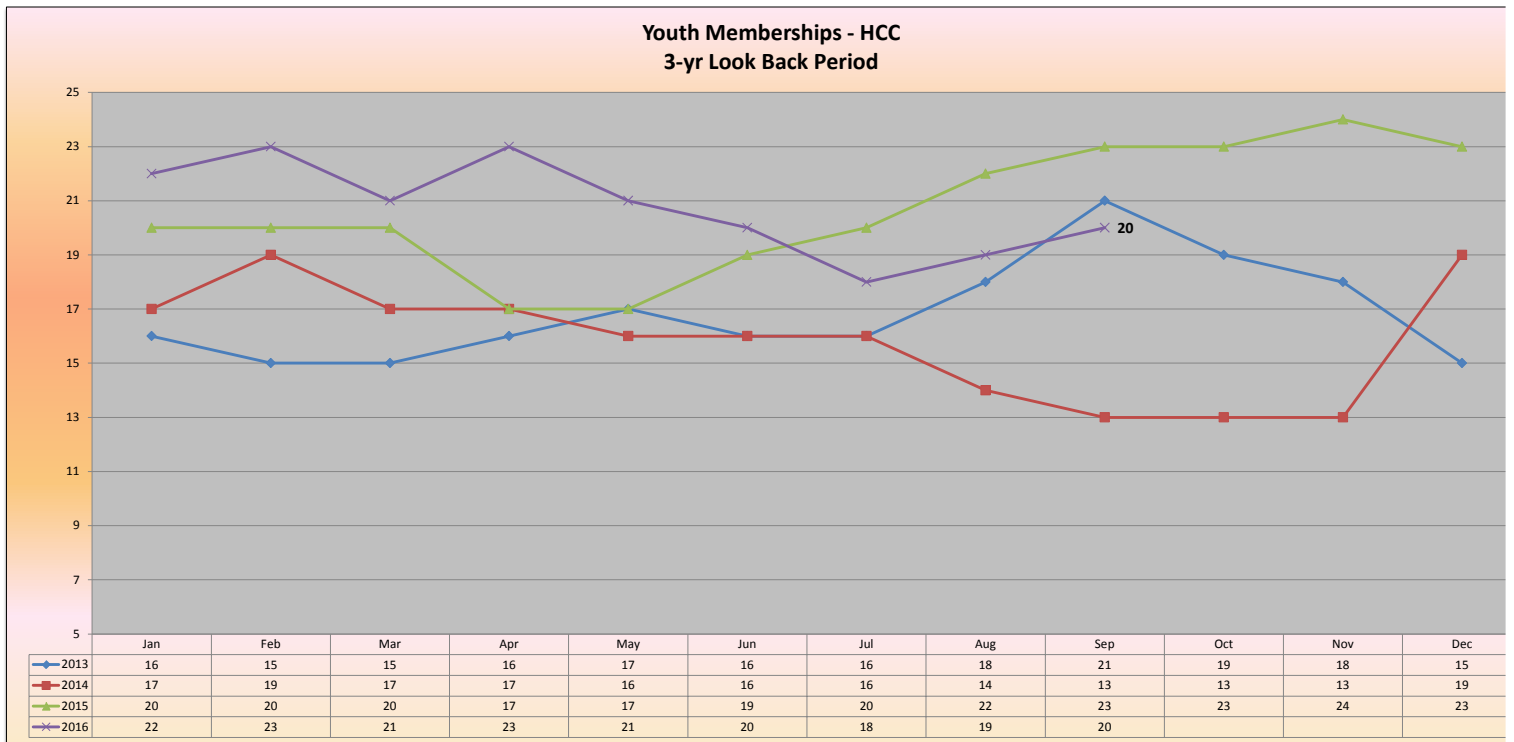
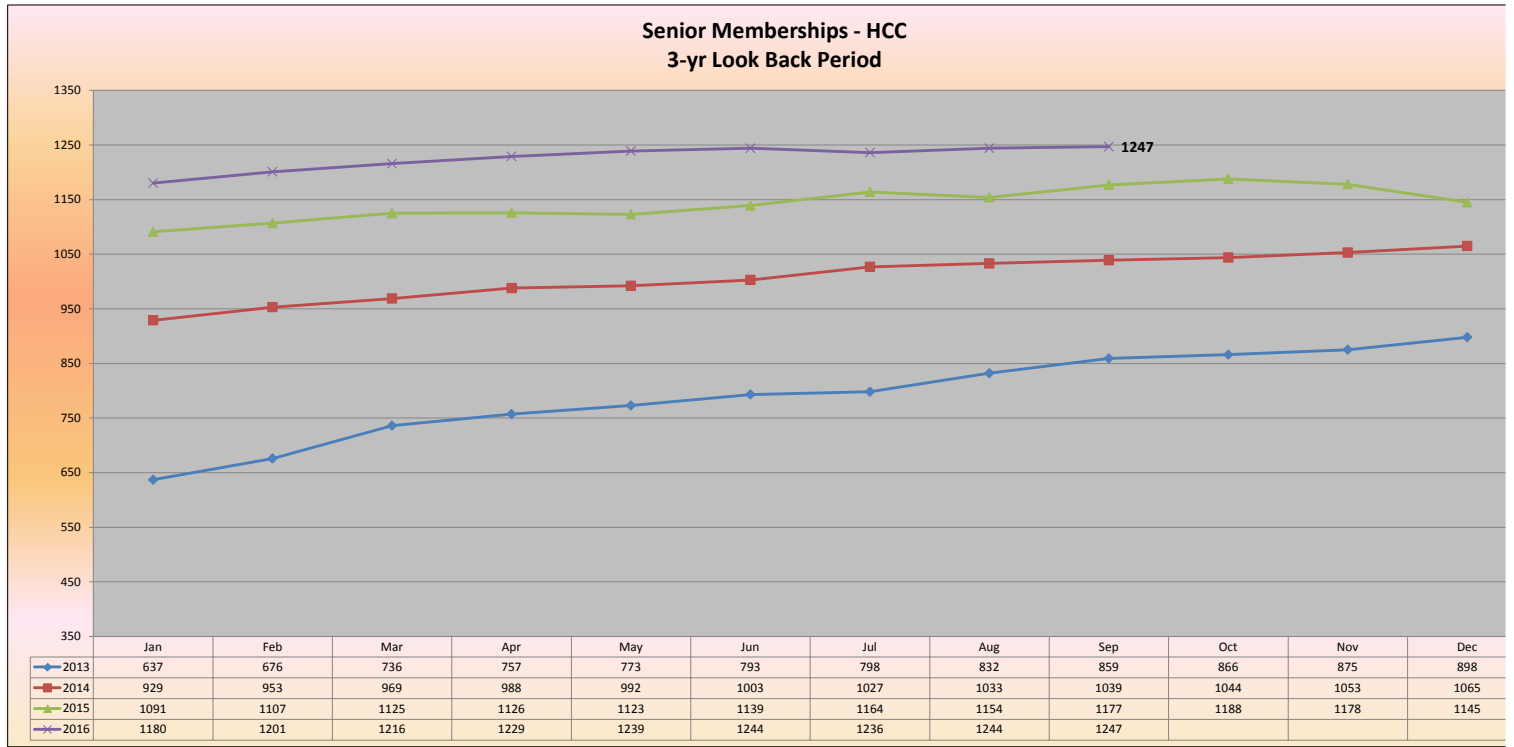
HCC Membership Statistics - Graphs(PDF)

HPR Membership Tracking
3-Year Period
Park Board Meeting: October 11, 2016

Values																	
Month / Year	Adult	Adult-90	Adult-ODP	Family	Fam-ODP	Youth	Youth-90	Yth - ODP	Senior	Sen-90	Sen Cpl	Sneakers	Sen-ODP	PLUS1	10Punch	HCC Mem	ODP Mem
Jan																	
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%
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	330	20	0	663	0	23	0	0	202	2	108	917	0	54	0	4279	0
% Difference/yr	-11.05%	-31.03%	0.00%	-8.04%	0.00%	43.75%	-100.00%	0.00%	-0.98%	-50.00%	-5.26%	14.05%	0.00%	14.89%	0.00%	-3.04%	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	312	25	1	632	95	21	0	17	207	3	106	923	1	37	11	4183	516
% Difference/yr	-14.05%	-19.35%	0.00%	-11.36%	137.50%	23.53%	0.00%	-26.09%	5.08%	0.00%	-7.02%	14.09%	0.00%	-19.57%	37.50%	-4.67%	125.33%
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	301	27	3	620	142	20	0	28	206	3	102	933	4	39	64	4161	761
% Difference/yr	-18.43%	-3.57%	-25.00%	-13.29%	33.96%	5.26%	0.00%	-26.32%	4.04%	-25.00%	-12.07%	13.64%	300.00%	-20.41%	-15.79%	-5.47%	25.79%
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	292	28	4	606	148	18	0	29	199	1	100	936	4	38	82	4066	802
% Difference/yr	-19.11%	-6.67%	0.00%	-15.95%	37.04%	-10.00%	0.00%	-23.68%	-2.93%	-75.00%	-15.97%	11.96%	300.00%	-29.63%	105.00%	-8.59%	31.69%
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	287	23	4	576	148	18	1	29	201	2	100	941	4	35	83	3965	803
% Difference/yr	-20.06%	27.78%	0.00%	-18.18%	37.04%	-18.18%	0.00%	-23.68%	1.01%	-50.00%	-9.09%	11.89%	300.00%	-22.22%	937.50%	-9.85%	31.86%
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	279	20	0	543	0	19	1	0	204	2	97	944	0	35	0	3838	0
% Difference/yr	-18.42%	33.33%	0.00%	-22.32%	0.00%	-17.39%	0.00%	0.00%	-2.39%	-50.00%	-15.65%	11.19%	0.00%	-22.22%	0.00%	-11.49%	0.00%
% Diff. Prev. Mo.																	
2014	-0.75%	0.00%	0.00%	-0.83%	0.00%	-7.14%	0.00%	0.00%	-1.35%	50.00%	-4.13%	1.89%	-100.00%	-1.69%	0.00%	-0.83%	0.00%
2015	-4.74%	-16.67%	-100.00%	-0.71%	-100.00%	4.55%	0.00%	-100.00%	5.03%	0.00%	4.55%	0.95%	-100.00%	0.00%	-100.00%	-1.41%	-100.00%
2016	-2.79%	-13.04%	-100.00%	-5.73%	-100.00%	5.56%	0.00%	-100.00%	1.49%	0.00%	-3.00%	0.32%	-100.00%	0.00%	-100.00%	-3.20%	-100.00%
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																	

Attachment: Membership Statistics - Chart (2355 : HCC Membership Report)







TO: Park Board
FROM: Chris Deal, Parks Director
DATE: October 3, 2016
SUBJECT: Month & YTD Financial Report

Type of Item: *Report*

4. Discussion Item (ID # 2356)

Month & YTD Financial Report

Attachments:

Revenue vs. Expenditures (PDF)

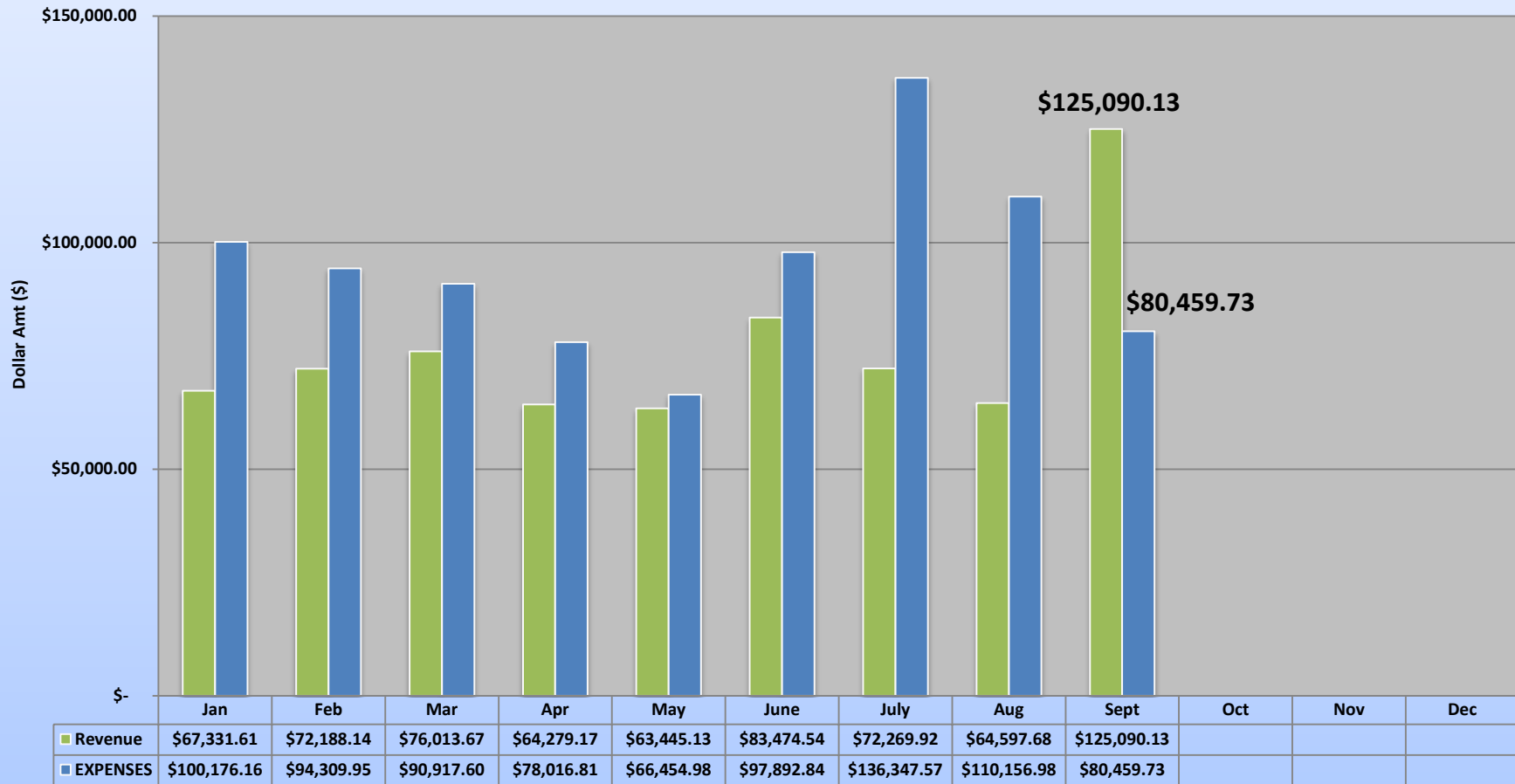
Utilities (PDF)

Parks Financials (PDF)

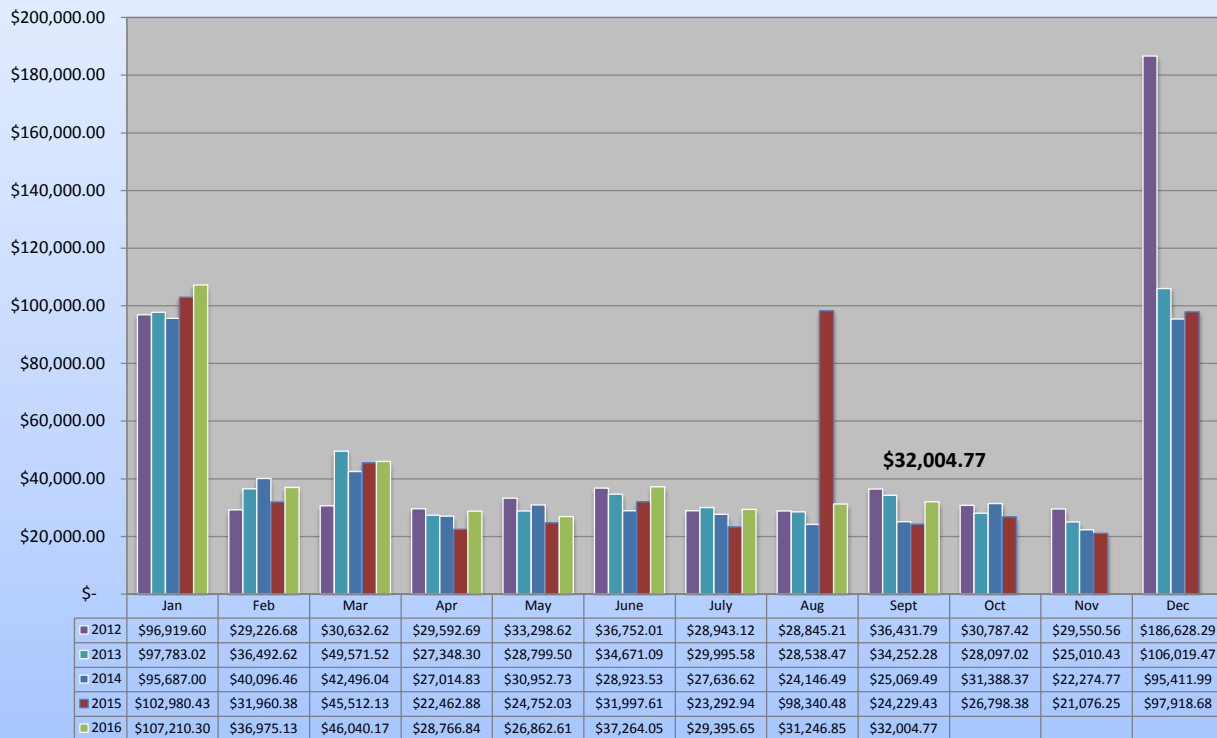
ODP Financials (PDF)

HCC Financials (PDF)

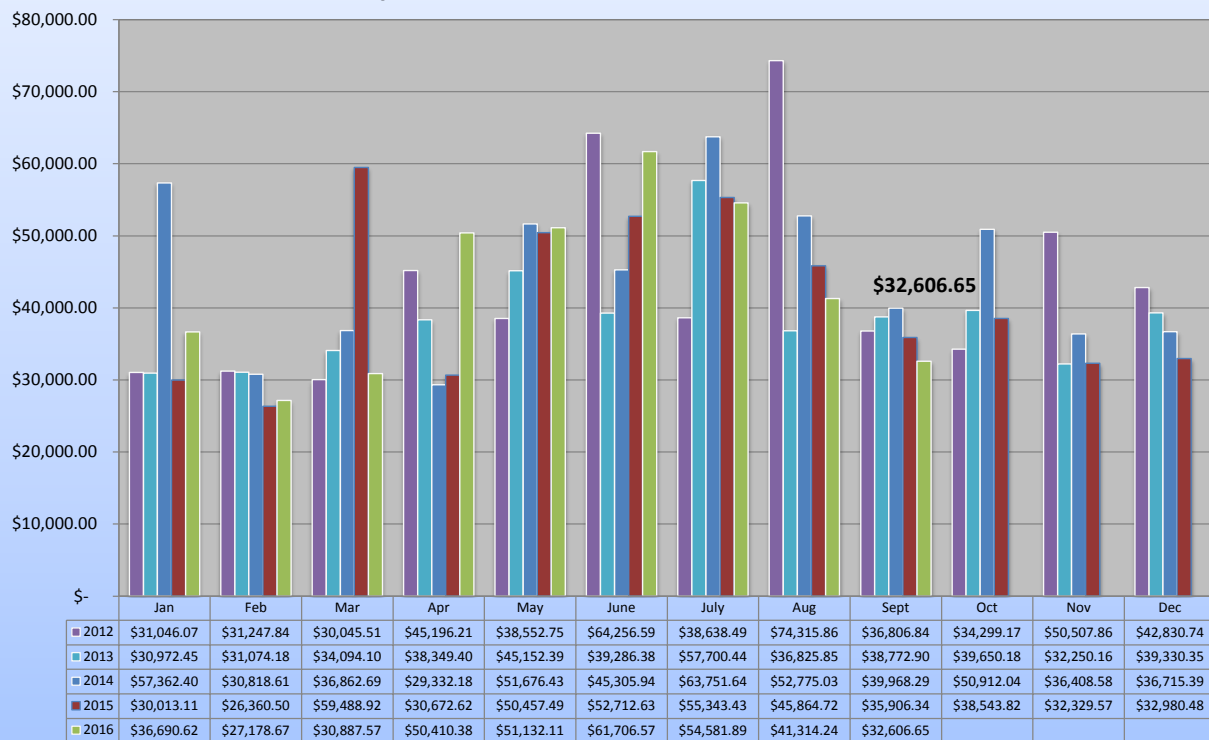
**Revenue Vs. Expenditures (HCC)
By Month-2016**



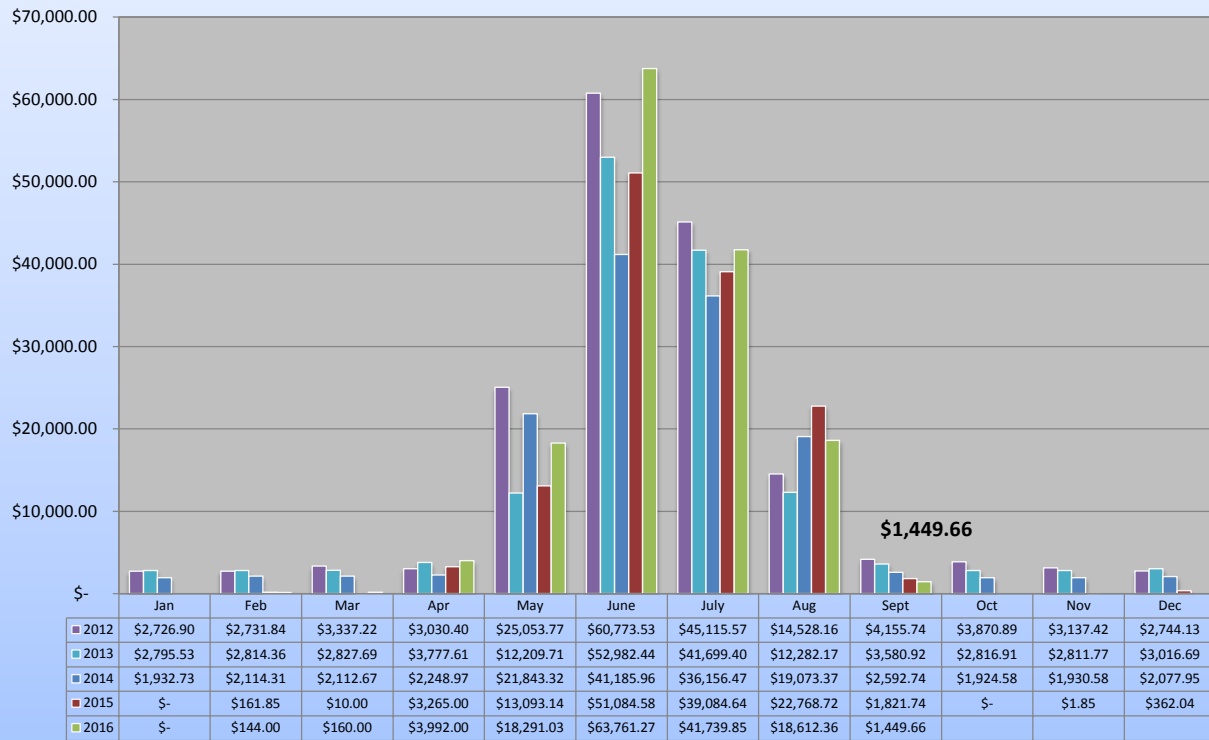
Revenue Over Time - Fund 11 (Parks)



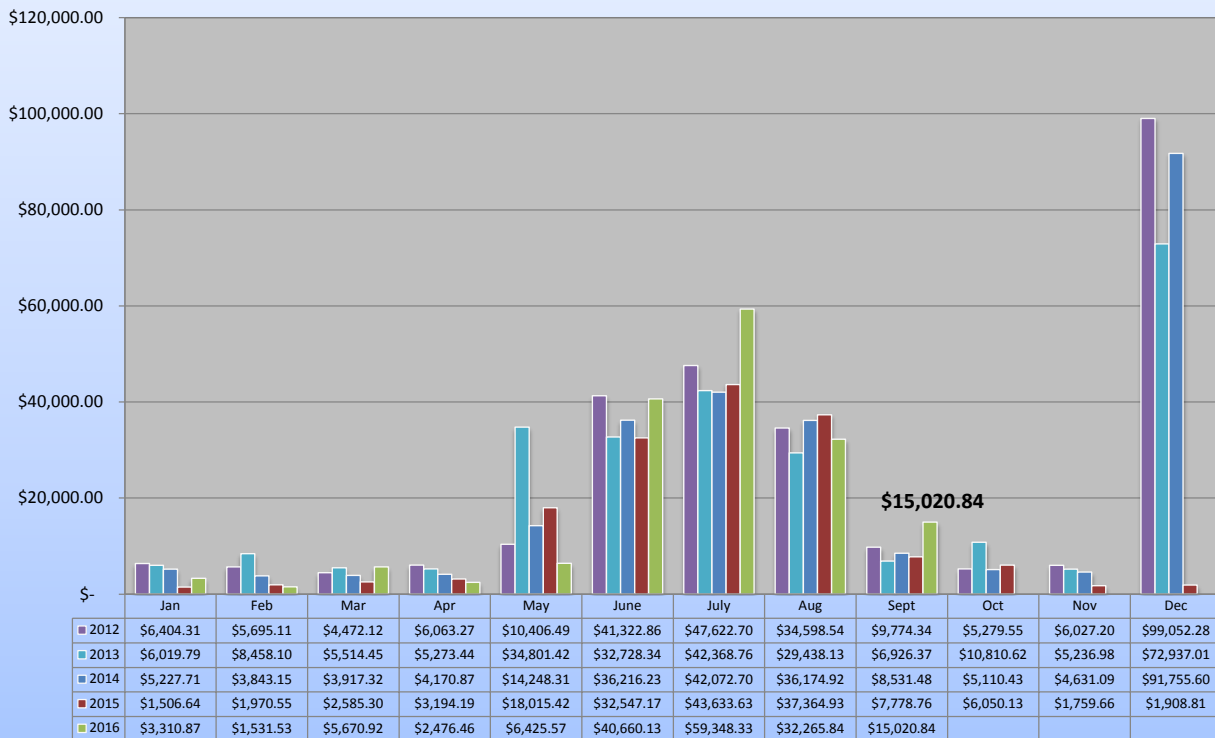
Expenses Over Time - Fund 11 (Parks)



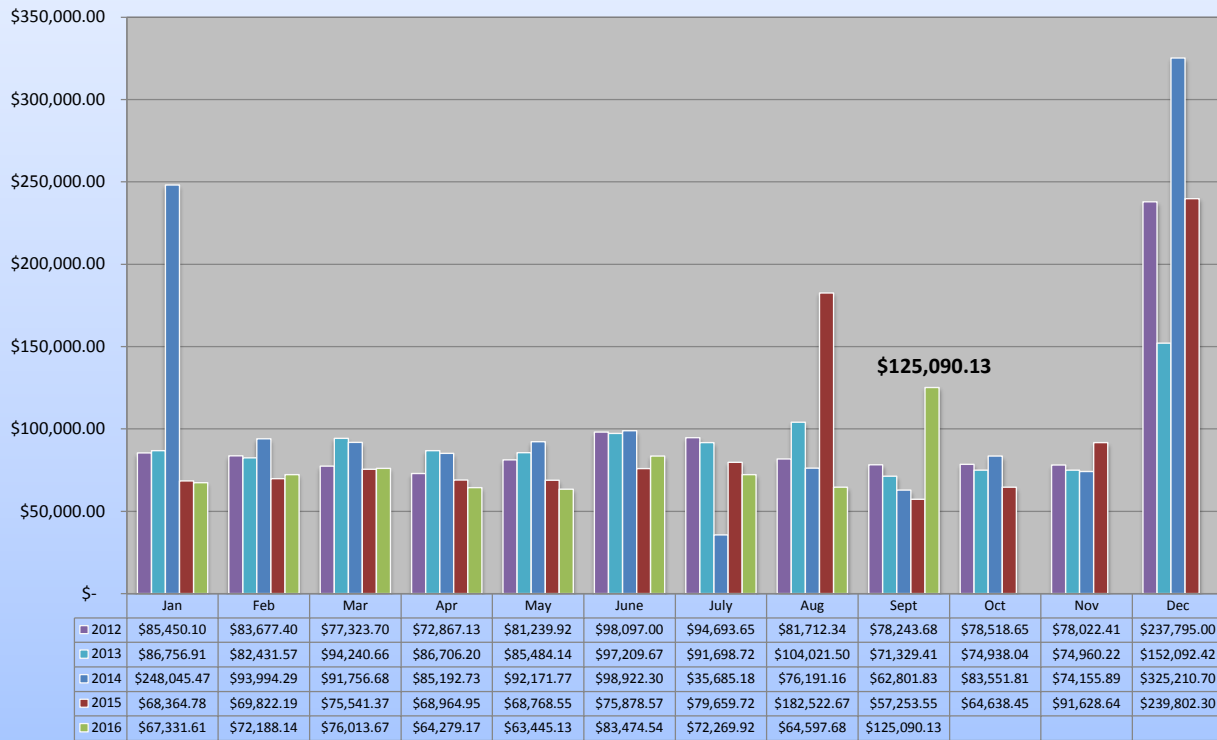
Revenue Over Time - Fund 13 (ODP)



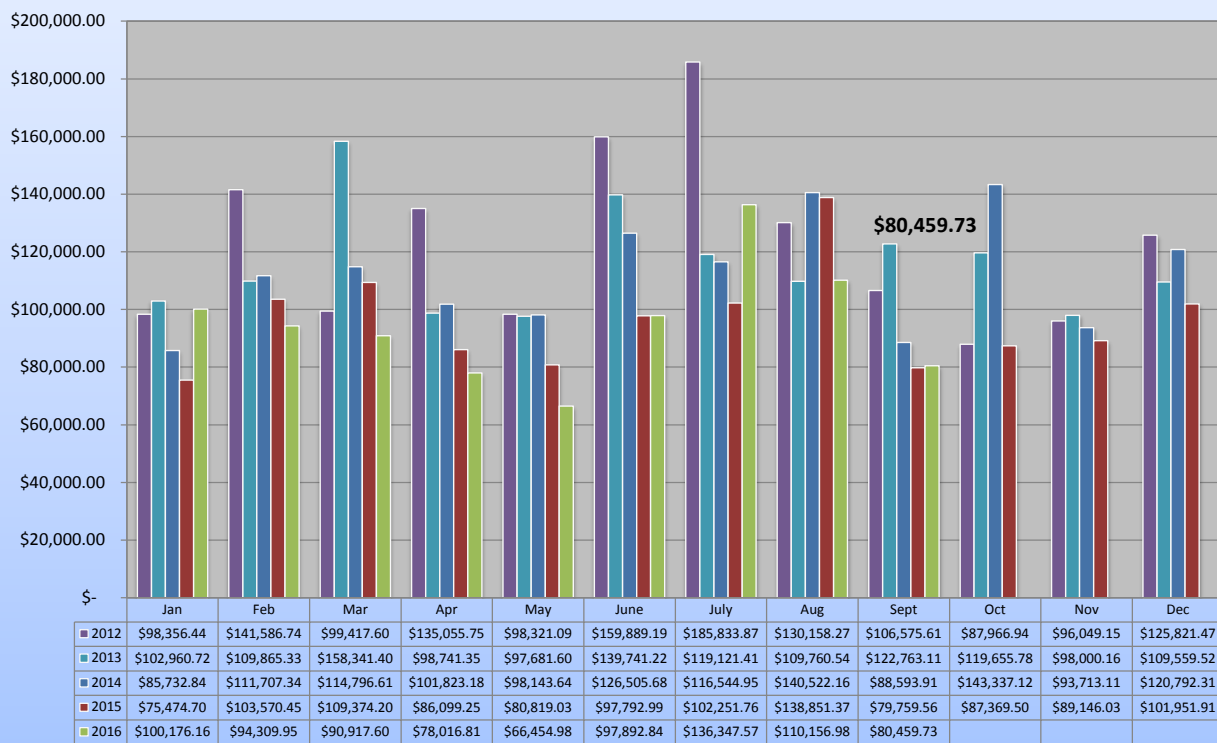
Expenses Over Time - Fund 13 (ODP)



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	\$54,660.39	\$58,468.47	\$62,092.64	\$66,870.90	\$4,778.26	7.70%
			Personal Property Tax	11-5112	\$15,879.14	\$15,368.03	\$22,189.15	\$18,830.85	-\$3,358.30	-15.13%
			Merchants/Replacement Tax	11-5113	\$13,787.91	\$13,506.34	\$14,157.29	\$13,740.84	-\$416.45	-2.94%
			Corporate/RR/Utility Tax	11-5117	\$1,063.39	\$1,294.28	\$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	\$16,617.15	\$12,488.38	\$13,373.88	\$14,776.01	\$1,402.13	10.48%
			Shooting Range Revenue	11-5309	\$973.00	\$880.00	\$905.00	\$1,800.00	\$895.00	98.90%
			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	\$5,244.58	\$5,507.81	\$6,976.03	\$7,032.85	\$56.82	0.81%
		Recreational Programs	Misc. Recreation Programs	11-5418	\$34,254.08	\$35,871.50	\$43,063.00	\$56,486.25	\$13,423.25	31.17%
		Misc. Income	Miscellaneous	11-5510	\$9,089.00	\$9,365.87	\$9,893.09	\$12,010.00	\$2,116.91	21.40%
			Donations - Sound System	11-5514	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Auction & Surplus Sales	11-5535	\$2,931.98	\$0.00	\$0.00	\$0.00	\$0.00	
			Donations	11-5537	\$750.00	\$131.00	\$0.00	\$0.00	\$0.00	
		Intergovernmental	Grants & Entitlements	11-5626	\$0.00	\$0.00	\$200.00	\$0.00	-\$200.00	-100.00%
		Interest	Interest Income	11-5815	\$0.00	\$163.12	\$40.70	\$76.19	\$35.49	87.20%
		Other Rev. Sources/Trans	Development Security Escrow	11-5900	\$0.00	\$0.00	\$0.14	\$0.00	-\$0.14	-100.00%
			Transfer From General Fund	11-5930	\$211,867.47	\$188,448.75	\$230,316.25	\$182,549.97	-\$47,766.28	-20.74%
			Transfer from Other Funds	11-5931	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Parks Revenue Total					\$367,452.38	\$342,023.19	\$405,528.31	\$375,766.37	-\$29,761.94	-7.34%
Parks Expenses	Park Maintenance	Personnel Services			\$206,667.99	\$224,551.21	\$238,409.39	\$238,125.66	-\$283.73	-0.12%
		Contractual Services			\$58,037.14	\$61,593.77	\$65,766.15	\$63,126.42	-\$2,639.73	-4.01%
		Commodities			\$39,825.35	\$37,135.85	\$37,494.45	\$44,611.25	\$7,116.80	18.98%
		Other Charges			\$45,242.20	\$73,956.91	\$17,674.77	\$18,198.85	\$524.08	2.97%
		Capital Outlay			\$1,704.00	\$4,200.00	\$27,475.00	\$21,444.02	-\$6,030.98	-21.95%
		Capital Projects			\$0.00	\$0.00	\$0.00	\$1,002.50	\$1,002.50	
	Capital Projects			\$751.41	\$6,415.47	\$0.00	\$0.00	\$0.00		
Parks Expenses Total					\$352,228.09	\$407,853.21	\$386,819.76	\$386,508.70	-\$311.06	-0.08%

Total Variances	(Capital Projects removed from Expenses)	-\$352,228.09	-\$40,400.83	\$18,708.55	-\$10,742.33	-\$29,450.88	-157.42%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	49.64%	41.58%	44.07%	51.40%	7.33%	16.64%

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	\$211,867.47	\$188,448.75	\$230,316.25	\$182,549.97	-\$47,766.28	-20.74%
☐ Parks Expenses	☐ Park Maintenance	☐ Other Charges	☐ Office Facilities & Services	11-6-1125-0430	\$38,801.25	\$38,475.00	\$10,241.28	\$10,900.53	\$659.25	6.44%

Attachment: Parks Financials (2356 : 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	\$82.50	\$0.00	\$0.00	\$0.00	
			[-] Lifeguard Uniform Revenue	13-5337	\$0.00	\$320.00	\$220.00	\$286.00	\$66.00	30.00%
			[-] Pool Season Passes	13-5336	\$22,817.00	\$22,977.00	\$19,888.00	\$25,097.00	\$5,209.00	26.19%
			[-] Swimming Pool Use Fee	13-5333	\$63,359.00	\$58,901.55	\$70,299.00	\$73,633.00	\$3,334.00	4.74%
		[-] Misc. Income	[-] Miscellaneous	13-5510	\$286.00	\$4,613.00	\$12,196.28	\$20,642.25	\$8,445.97	69.25%
			[-] Donations	13-5537	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	
			[-] Taxable Miscellaneous	13-5509	\$22,697.76	\$24,603.57	\$28,686.39	\$28,036.54	-\$649.85	-2.27%
		[-] Interest	[-] Interest Income	13-5815	\$361.35	\$441.70	\$0.00	\$412.88	\$412.88	
		[-] Other Rev. Sources/Trans	[-] Transfer from Other Funds	13-5931	\$24,948.72	\$17,321.22	\$0.00	\$0.00	\$0.00	
ODP Revenue Total					\$134,969.83	\$129,260.54	\$131,289.67	\$148,107.67	\$16,818.00	12.81%
[-] ODP Expenses	[-] Aquatics Center	[+] Personnel Services			\$60,017.77	\$73,173.22	\$73,055.05	\$79,783.84	\$6,728.79	9.21%
		[+] Contractual Services			\$40,798.69	\$26,370.92	\$30,800.84	\$43,338.69	\$12,537.85	40.71%
		[+] Commodities			\$32,199.66	\$25,949.65	\$33,864.14	\$32,762.74	-\$1,101.40	-3.25%
		[+] Other Charges			\$34,462.68	\$28,908.90	\$9,633.81	\$9,627.80	-\$6.01	-0.06%
		[+] Capital Outlay			\$4,050.00	\$0.00	\$1,242.75	\$1,197.42	-\$45.33	-3.65%
		[+] 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					\$171,528.80	\$154,402.69	\$148,596.59	\$166,710.49	\$18,113.90	12.19%
Expenses Less Capital Projects					\$171,528.80	\$154,402.69	\$148,596.59	\$166,710.49	\$18,113.90	12.19%

Total Variances	(Capital Projects removed from Expenses)	-\$36,558.97	-\$25,142.15	-\$17,306.92	-\$18,602.82	-\$1,295.90	7.49%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	78.40%	87.18%	92.51%	92.58%	0.07%	0.08%

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	\$24,948.72	\$17,321.22	\$0.00	\$0.00	\$0.00	#DIV/0!
ODP Expenses	Aquatics Center	Other Charges	Office Facilities & Services	13-6-1124-0430	\$31,188.78	\$26,002.53	\$6,671.25	\$6,731.28	\$60.03	0.90%

Attachment: ODP Financials (2356 : 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	\$8.00	\$0.00	\$25.00	\$25.00	\$0.00	0.00%
			Annual Memberships	15-5351	\$404,771.90	\$426,780.88	\$419,458.00	\$395,332.82	-\$24,125.18	-5.75%
			Office Facilities & Services	15-5331	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Daily Passes	15-5350	\$47,710.00	\$39,047.00	\$45,597.27	\$47,587.90	\$1,990.63	4.37%
			Overtime Fees	15-5356	\$666.50	\$450.00	\$321.00	\$505.50	\$184.50	57.48%
			Room Rental	15-5354	\$34,092.60	\$29,749.81	\$30,744.00	\$30,852.59	\$108.59	0.35%
			Senior Rent	15-5352	\$4,961.25	\$4,602.92	\$5,209.29	\$4,630.48	-\$578.81	-11.11%
			Special Events	15-5355	\$1,800.00	\$1,730.00	\$2,725.00	\$3,155.00	\$430.00	15.78%
			Swim Team Rent	15-5353	\$7,797.50	\$3,110.00	\$2,960.00	\$4,730.00	\$1,770.00	59.80%
			Tot Watch Fees	15-5359	\$2,479.00	\$3,172.50	\$2,229.00	\$2,231.00	\$2.00	0.09%
			Vending Fees	15-5357	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Recreational Programs	3 on 3 Basketball	15-5415	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Coed Softball	15-5413	-\$47.73	\$0.00	\$0.00	\$0.00	\$0.00	
			Coed Volleyball	15-5411	\$5,250.00	\$3,150.00	\$3,640.00	\$915.00	-\$2,725.00	-74.86%
			Dodgeball	15-5419	\$1,422.00	\$300.00	(\$150.00)	\$0.00	\$150.00	-100.00%
			Dog Obedience	15-5401	\$140.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Fitness Classes	15-5421	\$20,202.75	\$22,203.24	\$16,392.72	\$16,831.29	\$438.57	2.68%
			Lifeguard Training	15-5425	\$2,190.00	\$2,815.23	\$2,196.06	\$2,890.00	\$693.94	31.60%
			Men's 5 on 5 Basketball	15-5417	\$0.00	\$3,250.00	\$3,812.00	\$6,600.00	\$2,788.00	73.14%
			Men's Softball	15-5414	\$1,300.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Misc. Recreation Programs	15-5418	\$70,621.08	\$68,447.47	\$60,536.61	\$69,597.07	\$9,060.46	14.97%
			Sand Volleyball	15-5412	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Swim Lessons	15-5423	\$12,180.85	\$8,478.29	\$11,140.33	\$10,694.71	-\$445.62	-4.00%
			Swim Team	15-5426	\$4,094.00	\$2,106.94	\$1,081.25	\$1,000.00	-\$81.25	-7.51%
			Water Aerobics	15-5422	\$2,254.44	\$1,555.83	\$1,467.75	\$2,186.50	\$718.75	48.97%
			Women's Volleyball	15-5420	\$1,955.00	\$2,858.32	\$0.00	\$2,450.00	\$2,450.00	
			WSI (Water Safety Instruction)	15-5424	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Youth Golf Lessons	15-5405	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Misc. Income	Activation Fee	15-5524	\$10,870.00	\$10,020.00	\$8,800.00	\$6,000.00	-\$2,800.00	-31.82%
			Miscellaneous	15-5510	\$22,705.32	\$5,055.39	\$1,208.92	\$2,160.00	\$951.08	78.67%
			Auction & Surplus Sales	15-5535	\$0.00	\$0.00	\$1,810.50	\$950.00	-\$860.50	-47.53%
			Cancellation Fee	15-5522	\$925.00	-\$250.00	(\$100.00)	\$0.00	\$100.00	-100.00%
			Donations	15-5537	\$0.00	\$0.00	\$493.00	\$30.00	-\$463.00	-93.91%
			Massage Therapist	15-5523	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			On-Site Sales Commission	15-5519	\$1,585.38	\$1,500.17	\$1,409.33	\$1,140.68	-\$268.65	-19.06%
			Personal Trainer	15-5521	\$45,352.00	\$31,941.00	\$7,063.00	\$5,650.00	-\$1,413.00	-20.01%
			Preferred Vendors	15-5515	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			Short & Over	15-5516	\$142.54	\$37.62	\$28.22	\$89.21	\$60.99	216.12%
			Sponsors	15-5520	\$0.00	\$100.00	\$0.00	\$400.00	\$400.00	

Attachment: HCC Financials (2356 : Month & YTD Financial Report)

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

HCC Revenue	Detailed Revenue	Misc. Income	☐Taxable Misc.	15-5509	\$464.26	\$1,458.18	\$1,157.37	\$1,162.39	\$5.02	0.43%
		☐Intergovernmental	☐Grants & Entitlements	15-5626	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		☐Interest	☐Interest Income	15-5815	\$1,155.26	\$272.87	\$20.73	\$25.35	\$4.62	22.29%
			☐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	\$90,749.97	\$210,817.75	\$115,500.00	\$68,867.50	-\$46,632.50	-40.37%
HCC Revenue Total					\$799,878.87	\$884,761.41	\$746,776.35	\$688,689.99	-\$58,086.36	-7.78%
☐HCC Expense	☒Administration				\$376,277.70	\$351,163.29	\$250,230.96	\$271,132.64	\$20,901.68	8.35%
	☒Aquatics Center				\$106,719.94	\$102,171.97	\$98,333.26	\$107,366.45	\$9,033.19	9.19%
	☒Recreation Programs				\$193,956.86	\$164,278.83	\$170,557.00	\$174,243.45	\$3,686.45	2.16%
	☒Building & Grounds				\$382,022.18	\$366,756.22	\$354,872.09	\$301,990.08	-\$52,882.01	-14.90%
	☒Capital Projects				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
HCC Expense Total					\$1,058,976.68	\$984,370.31	\$873,993.31	\$854,732.62	-\$19,260.69	-2.20%

Total Variances	(Capital Projects removed from Expenses)	-\$259,097.81	-\$99,608.90	-\$127,216.96	-\$166,042.63	-\$38,825.67	30.52%
Cost Recovery	(Not inclusive of 'Admin Fee', General Fund transfers, or Capital Projects)	75.00%	75.91%	74.40%	74.84%	0.44%	0.59%

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	\$90,749.97	\$210,817.75	\$115,500.00	\$68,867.50	-\$46,632.50	-40.37%
☐ HCC Expense	☐ Administration	☐ Other Charges	☐ Office Facilities & Services	15-6-0103-0430	\$113,437.53	\$96,528.78	\$25,473.78	\$26,513.28	\$1,039.50	4.08%

Attachment: HCC Financials (2356 : Month & YTD Financial Report)