City of Harrisonville est. 1836

AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
OCTOBER 24, 2017
6:00 P.M.

I. Call to Order

1. **Roll Call**

II. Public Participation

III. Ceremonial Matters

IV. Approval of Minutes

1. **10.10.2017 Park Board Minutes**

V. Parks and Recreation Department

1. **Director's Report**
2. **2018 Budget**
3. **Budget Summary Sheets**

VI. Other Business

VII. Adjourn from Regular Session

Posted on City Hall Bulletin Board this 20th day of October 2017

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Randall K. Jones, 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

Publish

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Dave Killpack,**

DATE: **October 20, 2017**

SUBJECT: **10.10.2017 Park Board Minutes**

Type of Item: *Approval*

1. Action Item (ID # 2676)

10.10.2017 Park Board Minutes

Attachments:

Approved minutes (PDF)

HARRISONVILLE PARK BOARD MINUTES
HARRISONVILLE COMMUNITY CENTER
(Special Meeting – 2018 Budget Review & Approval)
October 24, 2017
6:00 P.M.

CALL TO ORDER: The regularly scheduled meeting of the Harrisonville Park Board was called to order at 6:00pm by Chairman Cathy Faris.

MEMBERS PRESENT: Chairman Cathy Faris, Clint Miller, David Atkinson, Brent Caruthers, Ed Roberts, Don Allen, Dr. Martin Parks (arrived 6:04pm), & Laura Frees

ABSENT: Phil Rogers

OTHERS PRESENT: City Administrator Happy Welch, Mayor Brian Hasek (arrived 6:04pm), Parks & Recreation Director Chris Deal, Interim Assistant Director David Killpack, & Recreation Coordinator of Member Services Amy Fuller

PUBLIC PARTICIPATION: Mr. & Mrs. Richard Jacobs and their son-in-law Bryce Moore met with the Park Board members this evening to discuss the possibility of installing benches in the City Park nearest the Tennis Courts in memory of the their daughter Victoria who passed away suddenly and tragically in vehicle accident in May of 2015. Mr. Jacobs explained that their daughter Victoria was an avid tennis player who loved the park and graduated Harrisonville High School in the summer of 2008. Mr. Jacobs explained that their family would be covering the costs and installation of the memorial benches. Mrs. Jacobs expressed the desire of an implementation of a Dog Park within the city as well.

All Park Members in attendance thanked Mr. & Mrs. Jacobs for coming this evening. Director Deal stated that he would be getting with the Jacobs' family to continue to discuss the benches and installation, along with a discussion of a future Dog Park.

CEREMONIAL MATTERS: NONE

APPROVAL OF MINUTES: Chairman Cathy Faris asked for a motion to approve the minutes from the September 12, 2017 regular session. Mr. Roberts moved to approve the minutes of the September 12, 2017 Park Board meeting. The motion was seconded by Mr. Caruthers and approved unanimously by a voice vote of those present, 7-0.

DIRECTOR'S REPORT:
Director Deal welcomed the newest member of the Park Board Ms. Laura Frees to tonight's meeting. Mr. Deal then welcomed Interim Assistant Director Dave Killpack to tonight's meeting as well.

Director Deal presented informational binders to all Park Board members that were in attendance. The binders are manuals that consist of important information about the Parks & Recreation Department, the Park Board functions, recently published articles and other.

Director Deal reviewed highlights from the written monthly report. Mr. Deal stated that the resignation of Rachel Uptergrove, Assistant Director has been accepted, and that David Killpack has been appointed as Interim Assistant Director.

Mr. Deal stated that the low bidder for the Jefferson Sidewalk Project has been approved. Construction will start later this fall with in-house work already underway with the sidewalk partially constructed at the Community Center site. Mr. Deal reported that Lake Luna Spillway has been repaired, and the lake water is back up to normal.

Director Deal stated that the Outdoor Pool has been fully drained. Mr. Deal reported that the leak has been located, and the contractor that has been hired will be in to make repairs as soon as possible.

Director Deal stated that staff have a few upcoming special events with the first featuring our Annual Haunted Hayride event that will be held in City Park on Sat., Oct. 28th, the second will be the Annual Pumpkin Painting held at the NPAC on Sun., Oct. 29th and the last to be assisting with Rotary's Annual Trunk-or –Treat event held at the historic square on Sun., Oct. 29th.

Director Deal stated that there will be a tree planting ceremony held out at City Park at about 1pm, tomorrow, Wed., Oct. 11th. The Harrisonville Rotary Club will be planting 50 trees; Mr. Deal stated that he was able to secure a grant for 50 trees from the Forest ReLeaf of Missouri. Forest ReLeaf of Missouri is a nonprofit community-assisted tree nursery.

Director Deal stated that a special Park Board meeting has been purposed for the review and approval of the 2018 budget, the purposed Special Park Board meeting would be scheduled for Tuesday, October 24th at 6pm, this meeting would take the place of the November regular scheduled meeting, this would mean that there would be no November Park Board meeting held.

PARK FUND:
Director Deal reported that the real estate and personal property taxes coming in throughout the year are expected to meet projections.

- Total revenue for the Park Fund is $319,311.00 year to date
- Overall expenses are about the same as this time last year

ODP FUND:

- Overall revenue up from this same time last year
  - Summer Passes, & Concessions were all higher from this same time last year
  - Daily Passes were about the same as this time last year
- Expenses are showing slightly higher at this the same as last year; due to the hail damage, that of which will be covered by insurance

HCC FUND:

- Revenue is slightly down from this same time as last year
  - However, we are still showing an upswing in our memberships
  - Day Pass, & Room Rentals are up from this same time last year
  - Fitness Class & Program revenues tracking slightly down same from this time last year
- Expenses are up from this same time last year

OTHER BUSINESS:
Chairman Faris wanted to make sure to give due credit to Director, Chris Deal for the article that was recently published in the MPR magazine.

Mr. Roberts stated that during a school board meeting that he recently attended were expressing needing more community projects for their staff. Mr. Deal stated that he had submitted projects in the past but could certainly submit more.

Dr. Parks stated that during a softball game he recently attended, that he was very impressed with how the program is running and that the refs and umps are doing a good job with communication.

ADJOURN:

A motion to adjourn the meeting of the Park Board was made by Mr. Miller, seconded by Mr. Allen and approved unanimously by a voice vote of those present, 8-0. The meeting adjourned at 6:30pm. The next meeting is scheduled for October 24th, 2017 at 6:00pm.

Cathy Faris, Park Board Chairman

ATTEST"

Amy Fuller, Park Board Secretary

APPROVED, by the Park Board on this 24th day of October, 2017.

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Dave Killpack,**

DATE: **October 20, 2017**

SUBJECT: **Director's Report**

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

1. Action Item (ID # 2677)

Director's Report

Attachments:

Director's report (PDF)

MEMO

TO: Park Board

CC: Mayor Hasek, Happy Welch, City Administrator, Marcella McCoy, Finance Director, Dave Killpack, Interim Assistant Director

FROM: Chris Deal, Parks & Recreation Director

DATE: October 19, 2017

RE: 2018 Budget Recommendation

Similar to previous years, the 2018 budget for the Parks & Recreation Department is a "maintenance budget". The items listed below are line item highlights of changes from the previous year's budget. These areas will be covered at the Park Board meeting. Also see the budget printout for reference.

PARK FUND # 11

The Park Fund continues to be a "maintenance fund" with few changes from the previous year. Some of the key points are listed below:

REVENUE

- Real Estate Taxes have increased by $5,300 over last year.
- Adult Softball has increased with the addition more teams, based on current trend. Some expenses increased as well to cover costs. If the revenue does not come in, there will be no additional expense.
- Transfer in revenue from the General Fund is necessary for the 2010 Kubota Zero Turn mower and General Fund support for the Park division. Total increase is $15,180.

EXPENSE

- Increase in salaries is based on annual performance increases and benefits. Total increase is $11,145. Workman Comp has increased in all divisions based on state guidelines.
- Under Printing and Advertising there is $10,000 less with the election fee completed.
- Supplies increased by $675 with a new uniform company, which is a city wide contract.
- Other Contractual decreased by $600 with dumpster cost going to a city wide contract.
- Adult League Supplies increased by $1,210 with increase in league participation.
- Machinery & Equipment budget increased by $18,000 for the replacement of 2010 Kubota Zero Turn Mower. The Dump Truck purchase is delayed for a future budget year.

Bottom line for the Park Fund is <0>.

AQUATIC CENTER FUND #13

The Aquatic Center Fund (Outdoor Pool) is also in a maintenance mode with little change on expenses. However, there is a recommended increase in the daily fee in order to increase revenue. This increase is still within the KC area market. Also, $10,040 from the Park Board Directed Reserve is budgeted up front in order to balance this fund for 2018. As the Board is aware, the Aquatic Fund is dependent on good weather and no major maintenance issues, which is difficult to project with a 20 year old pool.

REVENUE

- Revenue is projected by looking at the last few years' average and taking into account the year to date actual. Increases were made in the Daily Pass from $6 to $7. This is close to the area charges for daily pass fees. Also, the Day Care charge increased from $3 to $4. Total increase for pool used fee is $11,100.
- Concessions was increased by $3,000, concession items will be slightly increased.
- Transfer from Reserve is increased by $10,040. This is the Park Board Directed Reserve which has been used in the past to balance the budget at year end. It is placed in the proposed 2018 operational budget in order to produce a balanced budget projection. The amount remaining in the Park Board Directed Reserve after the 2018 budget year is approximately $17,709.

EXPENSE

- Part time salaries increased by $4,000 with "actual use" of lifeguards in 2017. Overtime was reduced to zero with the addition of lifeguard regular hours. Staff will work to use regular staff hours versus overtime pay.
- Equipment Maintenance increased by $550 with necessary repairs to aging ice machines. This year's repairs is the example used with additional repairs anticipated.
- Uniforms increased by $375 with an increase in cost anticipated.
- Supplies increased by $1,000 with higher janitorial costs and new lounge chairs needed for replacement of broken ones.
- Concessions supplies increased by $2,600 with product supply increase experienced this year and anticipated for next year.

Bottom line for the Aquatic Center Fund (Outdoor Pool) is <0>.

COMMUNITY CENTER FUND # 15

The Community Center Fund is also in a maintenance mode. Membership has held steady, but the new fitness center in town does create new competition. A fee increase is recommended for the Membership. With the increase, we still remain lower than the area Centers on Membership fees. Daily Pass fees were increased last year, so no increase is recommended in that line item.

It has been the goal of staff and the Park Board to reach a minimum 90% cost recovery, as this has been the goal since the inception of the Community Center. The remainder of operational funding has come from the Fund Balance. However, the Community Center Fund Balance has decreased substantially since opening the Center with unanticipated expenses, such as 4 indoor Pool leaks and the unscheduled Administrative Fee which was not part of the original funding projection for the Community Center.

REVENUE

- Annual Memberships has increased by $49,918 with a fee increase for 2018, which was previously approved by the Park Board. The Family Membership category is our largest category and the last fee increase was in 2015. The increase recommended is $3 a month or $36 increase for the year. This would bring our total to $599 a year for the Family Membership or $49.91 a month. This is lower than Belton Community Center by $97 a year or $8 a month lower and lower than the Anytime Fitness fees. The Adult Membership would also increase by $3 a month and this membership would also be lower than the Belton Community Center and Anytime Fitness.
  NOTE: ***New Fitness Equipment is budgeted for 2018 and this will be advertised along with the fee increase notice to our members and general public.***
- Rentals increased by $2,000 with numbers increase only, no fee increase.
- Summer Camp has increased in numbers this year and projecting a $2,150 increase 2018.
- Fitness Classes have been decreased by $8,122 because of actual numbers decreasing. However, the expenses have been reduced as well in this category.
- Transfer from Other Funds was reduced by $50,000 with the parking lot project completion, but remains at $184,735 for 2018. This transfer comes from the the Parks ½ cent sales tax, after the annual debt service is paid on the Community Center.
- Transfer from Reserve in the past has been used, in part, to balance the budget at year end. The amount of $50,170 is placed in operations up front in order to produce a zero bottom line for the Community Center in 2018.
- The Debt Service Fund balance for 2018 is $233,071, but this amount has to be reserved for the bond payment coverage. However, it can be used as the bond payment gets closer to the end in 2022. There is a negative <$4,858> in the Unrestricted Cash and Investments, which has been the revolving Fund Balance for the Community Center.
- **NOTE- Sales Tax Fund:** It will be recommended in 2018 that the Sales Tax Fund come directly into the Community Center operations, to cover the Bond Payment (which will be budgeted) and to cover a portion of the Community Center operations, as it has in the past. The positive news is, at this time there is $72,877 in the Sales Tax Fund that "may" be available as Fund Balance revenue for the Community Center. The Sales Tax Fund will be reviewed and requested for transfer in 2018. Staff will keep the Park Board updated.

EXPENSE

- Personnel Services increased by $12,805 in Administration with salary increases and benefits. One of the biggest increase is in Health Insurance which is around $6,600 higher than last year. Also, overtime has increased by $1,200 with actual hours used in 2017.
- Computer Equipment has been added this year with an estimate of $6,800.
- Administrative Fee under Office Facilities and Service has decreased by $4,696 for 2018.
- Aquatic Division Salaries has increased by $14,665 with full time increase. Benefits with Health Insurance is the largest part of this increase. Also, Workman's Comp increase is higher by state regulations and overtime increased based on actual hours in 2017 YTD.
- Equipment Maintenance increased by $3,700 with the need to rebuild the main pool "backup pump". Without the backup pump, the pool could be down for several weeks.
- Recreation Programs Salaries increased by $3,824 with salary increase and benefits. Overtime decreased in this division.
- Other Contractual is budgeted with $5,210 less expense because of the reduction of projected revenue in Fitness Classes.
- Machinery & Equipment stays the same as last year, but this line item is where the new leased fitness equipment comes from, total $10,005. The current lease runs out and a new lease will be proposed in February, 2018 to continue the same process for another 3 years. This process is an industry standard for fitness equipment additions or replacement, within Community Center operations.
- Buildings and Grounds personnel services increased by $3,845 with salary increase and benefits.
- Other Contractual was decreased by $10,000 under HVAC Repairs. There still remains the $12,000 in the annual maintenance services and $12,000 under HVAC Repairs. YTD we have not reached the $12,000 mark in the HVAC Repairs, so this area was reduced.
- There are no Capital Projects scheduled for 2018.

Bottom line for the Community Center Fund is <0>.

STAFF REPORT

TO: **Park Board**

FROM: **Amy Fuller,**

DATE: **October 20, 2017**

SUBJECT: **2018 Budget**

Type of Item: *Approval*

2. Action Item (ID # 2678)

2018 Budget

Attachments:

Proposed budget worksheet (PDF)

11 -PARK FUND

REVENUES

			2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	(---- 2017 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END ----)	(---- 201_ REQUESTED BUDGET	PROPOSED BUDGET ----)
TAXES										
11-5111	REAL ESTATE TAXES		117,639	131,537	126,347	124,205	5,808	0	130,870	
11-5112	PERSONAL PROPERTY TAX		34,603	34,072	33,025	30,545	5,746	0	29,180	
11-5113	SUR TAX MERCHANTS/REPLACEMENT		15,347	15,007	15,286	15,500	482	0	15,500	
11-5117	CORPORATE/RR/UTILITY TAX		1,294	1,644	1,452	1,500	1,501	0	1,500	
11-5121	FINANCIAL INSTITUTION TAX		530	677	141	500	471	0	500	
TOTAL TAXES			169,414	182,937	176,249	172,250	14,009	0	177,550	
CHARGES FOR SERVICE										
11-5307	RENTAL INCOME		15,053	14,597	16,979	15,055	11,070	0	15,055	
	Shelter Houses w/power	245	30.00	7,350.00						
	Shelter House w/out electricit	75	15.00	1,125.00						
	Golf Course Rental 10% Revenue	0	0.00	850.00						
	Paintball Field Rent	12	100.00	1,200.00						
	Field Light Rental	6	30.00	180.00						
	Ampitheater Rental	7	50.00	350.00						
	NPAC (half building rental)	15	50.00	750.00						
	NPAC (full building rental)	30	25.00	750.00						
	Paintball Field Commission	0	0.00	2,500.00						
11-5309	SHOOTING RANGE REVENUE		1,320	905	2,400	3,600	2,080	0	3,600	
	Trap & Wobble Skeet	12	300.00	3,600.00						
11-5334	CONCESSIONS BALL FIELD		5,633	7,390	7,548	8,000	4,636	0	8,000	
	Concessions	0	0.00	8,000.00						
TOTAL CHARGES FOR SERVICE			22,006	22,892	26,927	26,655	17,787	0	26,655	
RECREATIONAL PROGRAMS										
11-5418	MISC RECREATION PROGRAMS		38,472	46,063	56,486	0	8,750	0	0	
11-5427	YOUTH REC BASE/SOFT BALL		0	0	0	39,825	25,430	0	39,825	
	Spring Youth Baseball/Softball	280	90.00	25,200.00						
	Spring Youth T-Ball	80	75.00	6,000.00						
	Fall Youth Baseball/Softball	115	75.00	8,625.00						
11-5428	YOUTH COMP BASE/SOFT BALL		0	0	0	7,400	6,800	0	7,400	
	Spring/Fall Comp Bball/Softbal	0	0.00	7,400.00						
11-5429	SAND VOLLEYBALL		0	0	0	800	400	0	800	
	Sand Vball 2 sessions/5 teams	10	80.00	800.00						
11-5430	ADULT SOFTBALL		0	0	0	11,550	4,900	0	12,600	
	Coed Softball 3 ses/6 teams	18	350.00	6,300.00						
	Men's Softball 3 ses/6 teams	18	350.00	6,300.00						
TOTAL RECREATIONAL PROGRAMS			38,472	46,063	56,486	59,575	46,280	0	60,625	
MISC. INCOME										
11-5510	MISCELLANEOUS		15,980	14,310	17,502	5,000	33,747	0	5,000	
	Duck Blinds	25	50.00	1,250.00						
	Haunted Hayrides Adult	750	5.00	3,750.00						
11-5520	SPONSORS		0	0	0	11,500	0	0	9,500	
	Youth Bball/Softball Sponsors	30	250.00	7,500.00						

Attachment: Proposed budget worksheet (2018 Budget)

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

11 -PARK FUND

REVENUES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
4th of July Sponsors	0	0.00	2,000.00						
11-5535 AUCTION & SURPLUS SALES		3,700	3,300	0	0	0	0	0	
11-5537 DONATIONS		131	200	0	0	0	0	0	
TOTAL MISC. INCOME		19,811	17,810	17,502	16,500	33,747	0	14,500	
INTERGOVERNMENTAL									
11-5626 GRANTS & ENTITLEMENTS		0	0	0	0	31,326	0	0	
TOTAL INTERGOVERNMENTAL		0	0	0	0	31,326	0	0	
INTEREST									
11-5815 INTEREST INCOME		163	45	93	200	355	0	200	
TOTAL INTEREST		163	45	93	200	355	0	200	
OTHER REV. SOURCES/TRANS									
11-5930 TRANSFER FROM GENERAL FUND		251,265	252,975	243,400	234,000	175,500	0	249,180	
Operating Support from GF	1	231,180.00	231,180.00						
Capital Support from GF	1	18,000.00	18,000.00						
11-5934 TRANSFER FROM RESERVE		0	0	0	48,997	0	0	0	
TOTAL OTHER REV. SOURCES/TRANS		251,265	252,975	243,400	282,997	175,500	0	249,180	
TOTAL REVENUES		501,130	522,722	520,658	558,177	319,002	0	528,710	

Attachment: Proposed budget worksheet (2018 Budget)

11 -PARK FUND
PARK MAINTENANCE
EXPENDITURES

			2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
PERSONNEL SERVICES										
11-6-1125-0101	SALARY FULLTIME		193,203	209,974	207,833	216,825	158,881	0	221,155	
FT		0	0.00	218,355.00						
Longevity		1	2,800.00	2,800.00						
11-6-1125-0102	SALARY PARTTIME		26,564	24,495	29,543	28,570	23,057	0	28,570	
Seasonal Parks Maint. Staff		2,900	8.60	24,940.00						
Concessions Staff		465	7.80	3,627.00						
Rounding		0	0.00	3.00						
11-6-1125-0103	SALARY OVERTIME		2,871	2,442	3,956	3,965	2,150	0	4,035	
11-6-1125-0104	FICA		16,689	17,591	17,724	19,075	13,317	0	19,415	
11-6-1125-0106	WORKERS COMP		8,055	7,999	5,207	11,990	5,909	0	9,685	
11-6-1125-0107	RETIREMENT		25,592	23,670	20,413	19,260	14,018	0	21,655	
11-6-1125-0108	HEALTH INSURANCE		21,818	26,080	29,171	32,595	25,908	0	38,975	
11-6-1125-0109	DENTAL INSURANCE		1,528	1,591	1,558	1,725	1,144	0	1,645	
11-6-1125-0110	OTHER PAYROLL INSURANCE		985	1,110	1,074	1,210	807	0	1,225	
Disability		0	0.00	805.00						
Life		0	0.00	420.00						
TOTAL PERSONNEL SERVICES			297,306	314,952	316,478	335,215	245,190	0	346,360	
CONTRACTUAL SERVICES										
11-6-1125-0201	UTILITIES		30,677	32,084	26,433	31,610	13,219	0	31,610	
Electricity		0	0.00	17,750.00						
CenturyLink Phone Line Service		12	80.00	960.00						
MGE Natural Gas		0	0.00	1,900.00						
Propane (NPAC)		0	0.00	4,500.00						
Water/Sewer		0	0.00	6,500.00						
11-6-1125-0203	PRINTING & ADVERTISING		1,120	1,027	203	10,780	4,483	0	780	
July 4th Printing/Advertise		0	0.00	250.00						
Bid Notice - Portable Toilets		0	0.00	115.00						
RFP Notice - Fireworks		0	0.00	115.00						
Bid Notices & Classified Ads		0	0.00	300.00						
Park Sales Tax Election Fee		0	0.00	0.00						
11-6-1125-0205	POSTAGE		33	0	0	0	0	0	0	
11-6-1125-0207	TRAVEL & TRAINING		750	0	0	750	52	0	750	
Misc. Training for Parks Staff		0	0.00	750.00						
11-6-1125-0210	MAINTENANCE & REPAIRS		4,015	3,738	6,179	4,550	9,320	0	4,550	
Electrical Repairs		0	0.00	300.00						
Plumbing Repair		0	0.00	300.00						
Ballfield Lamps		0	0.00	1,000.00						
Parks Equipment/Repairs		0	0.00	1,000.00						
Maintenance Parts		0	0.00	200.00						
Ballfield Repairs/Turf, etc.		0	0.00	1,000.00						
Machine Repairs		0	0.00	750.00						
11-6-1125-0211	EQUIPMENT MAINTENANCE		1,459	1,875	1,770	2,000	2,295	0	2,000	
Vehicle Supplies		0	0.00	500.00						
Mower Supplies		0	0.00	300.00						

Attachment: Proposed budget worksheet (2018 Budget)

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

11 -PARK FUND
PARK MAINTENANCE
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSE BUDGET
Tire Repairs	0	0.00	300.00						
Chainsaw Repairs/Oil	0	0.00	200.00						
Weedeater Supplies	0	0.00	200.00						
Ice Machine Repairs	0	0.00	200.00						
Office Equipment Repairs	0	0.00	100.00						
Misc. Equipment Repairs	0	0.00	200.00						
11-6-1125-0213 UNIFORM MAINTENANCE		926	959	1,201	950	1,211	0	1,625	
Parks Maintenance Workers - 3	0	0.00	1,425.00						
Parks Shop Towels/Carpets	0	0.00	200.00						
11-6-1125-0216 OTHER CONTRACTUAL SERVICE		40,644	40,034	45,258	48,405	34,666	0	47,805	
Porta-Pots (4 Regular; 1 ADA)	0	0.00	2,280.00						
Porta-Pots Special Events	0	0.00	619.00						
Power Tool Rental	0	0.00	200.00						
Dumpster Rental - City Contrac	0	0.00	0.00						
Rec-Trac Software Support	0	0.00	1,600.00						
Fireworks - 4th of July	0	0.00	13,000.00						
Youth Bball/Softball Umpires	180	45.00	8,100.00						
Adult Coed Softball Umpires	150	27.50	4,125.00						
Men's Softball Umpires	185	27.50	5,087.50						
Fidelity Internet Service	12	60.00	720.00						
Field Supervisors	180	11.50	2,070.00						
4th of July Contractual Servic	0	0.00	2,000.00						
Team Sideline Software	0	0.00	599.00						
Competitive Youth Bball/Softba	0	0.00	7,400.00						
Rounding	0	0.00	4.50						
TOTAL CONTRACTUAL SERVICES		79,623	79,718	81,045	99,045	65,245	0	89,120	
COMMODITIES									
11-6-1125-0302 GAS, OIL & GREASE		11,389	7,902	6,985	9,360	4,992	0	9,360	
Unleaded	1,500	3.36	5,040.00						
Diesel Fuel	1,000	3.70	3,700.00						
Antifreeze	0	0.00	120.00						
Grease & Oil	0	0.00	500.00						
11-6-1125-0307 EQUIPMENT MAINTENANCE		5,684	3,839	7,013	5,375	4,008	0	5,375	
Mower Repairs/Supplies	0	0.00	700.00						
Tractor Repairs/Supplies	0	0.00	700.00						
Vehicle Repairs/Supplies	0	0.00	800.00						
FieldMaster Supplies	0	0.00	400.00						
Tire Disposal	0	0.00	50.00						
Playground Equip Repair	0	0.00	300.00						
Weedeater Repair	0	0.00	200.00						
Hand Tools	0	0.00	200.00						
Grill Replacement	0	0.00	275.00						
Chainsaw Repairs/Replacement	0	0.00	300.00						
Picnic Table Repairs	0	0.00	600.00						
Ballfield Grid Marker	0	0.00	550.00						
Landscape Rakes	0	0.00	100.00						
Misc. Equip. Repairs	0	0.00	200.00						

11 -PARK FUND
PARK MAINTENANCE
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	201[illegible] REQUESTED BUDGET	201[illegible] PROPOSED BUDGET
11-6-1125-0310 SUPPLIES		25,705	28,552	34,176	12,650	12,445	0	12,650	
Signs & Posts	0	0.00	200.00						
Power Tools	0	0.00	100.00						
Flower/Nursery Supplies	0	0.00	500.00						
First Aid Supplies	0	0.00	200.00						
Construction Supplies	0	0.00	500.00						
Rock/Dirt/Gravel	0	0.00	500.00						
Janitorial Supplies	0	0.00	1,750.00						
Paint Supplies	0	0.00	500.00						
Plumbing Supplies	0	0.00	300.00						
Electrical Supplies	0	0.00	300.00						
Roofing Materials	0	0.00	300.00						
Insecticide	0	0.00	500.00						
Fertilizer/Seed	0	0.00	1,000.00						
Concrete	0	0.00	500.00						
Misc. Tools	0	0.00	500.00						
Mulch for Playgrounds	0	0.00	1,000.00						
Aglime	0	0.00	2,000.00						
Misc. Supplies & Equipment	0	0.00	1,000.00						
Copper Sulfate Moss Control	0	0.00	1,000.00						
11-6-1125-0320 CONCESSION SUPPLIES		3,960	5,198	4,896	4,720	4,699	0	4,720	
Sam's Club/Wal-Mart	0	0.00	3,020.00						
Pepsi	0	0.00	1,000.00						
Fluesmeier	0	0.00	700.00						
11-6-1125-0323 YOUTH BASE/SOFT BALL SUPPLI		0	0	0	12,650	10,008	0	12,650	
Uniforms	430	25.00	10,750.00						
Trophies & Medals	475	4.00	1,900.00						
11-6-1125-0324 ADULT LEAGUE SUPPLIES		0	0	0	4,040	205	0	5,250	
Softballs	30	60.00	1,800.00						
Equipment	0	0.00	1,000.00						
T Shirts - Winners all leagues	350	7.00	2,450.00						
11-6-1125-0325 SPECIAL EVENTS SUPPLIES		0	0	0	3,050	1,734	0	3,050	
Movies in the Park	0	0.00	1,050.00						
4th of July Supplies	0	0.00	1,000.00						
Haunted Hayrides	0	0.00	1,000.00						
TOTAL COMMODITIES		46,738	45,490	53,070	51,845	38,091	0	53,055	
OTHER CHARGES									
11-6-1125-0400 INSURANCE CLAIM EXPENSE		0	0	0	0	23,536	0	0	
11-6-1125-0401 INSURANCE		9,572	9,735	9,722	10,010	7,140	0	9,470	
11-6-1125-0402 TRANSFERS		28,205	0	0	0	0	0	0	
11-6-1125-0403 DUES & SUBSCRIPTIONS		136	136	0	0	0	0	0	
11-6-1125-0430 OFFICE FACILITIES & SERVICE		51,300	13,655	14,534	12,892	10,743	0	12,705	
25% of Admin Fee to Gen Fund	0	0.00	12,705.00						
TOTAL OTHER CHARGES		89,212	23,526	24,256	22,902	41,419	0	22,175	

1125-0430 OFFICE FACILITIES & SERVICPERMANENT NOTES:
Park Fund will pay 25% of Administrative Service charge to

11 -PARK FUND
PARK MAINTENANCE
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	(------ 2017 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END ------)	(------ 201° REQUESTED BUDGET	PROPOSE BUDGET ------)
the General Fund until 2023 when the Community Center bonds are retired.									
CAPITAL OUTLAY									
11-6-1125-0504 MACHINERY & EQUIPMENT		4,200	27,475	21,444	0	0	0	18,000	
Replace 2010 Kabota Zero T Mow	1	18,000.00	18,000.00						
TOTAL CAPITAL OUTLAY		4,200	27,475	21,444	0	0	0	18,000	
TOTAL PARK MAINTENANCE		517,079	491,160	496,293	509,007	389,945	0	528,710	

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

11 -PARK FUND
RECREATION PROGRAMS
EXPENDITURES

				(------ 2017		------)	(---- 2018	----)
	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
COMMODITIES								
TOTAL								
TOTAL								

Attachment: Proposed budget worksheet (2018 Budget)

11 -PARK FUND
SHOOTING RANGE
EXPENDITURES

	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	201° REQUESTED BUDGET	201° PROPOSED BUDGET
CONTRACTUAL SERVICES								
TOTAL								
TOTAL								

10-18-2017 01:58 PM

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

11 -PARK FUND
CAPITAL PROJECTS
EXPENDITURES

				(------ 2017	------	------)	(------ 2018	------)
	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL PROJECTS								
11-6-0990-4215 MASTERPLAN IMPROVEMENTS	11,512	0	1,003	48,997	39,157	0	0	
Jefferson Pkwy Sidewalk 0	50,000.00	0.00						
11-6-0990-4217 TRAIL MISC PROJECTS	5,068	0	0	0	0	0	0	
TOTAL CAPITAL PROJECTS	16,580	0	1,003	48,997	39,157	0	0	
TOTAL CAPITAL PROJECTS	16,580	0	1,003	48,997	39,157	0	0	
TOTAL EXPENDITURES	533,659	491,160	497,296	558,004	429,102	0	528,710	
REVENUE OVER/(UNDER) EXPENDITURES	(32,530)	31,562	23,362	173	(110,100)	0	0	

*** END OF REPORT ***

Attachment: Proposed budget worksheet (2018 Budget)

13 -AQUATIC CENTER FUND

REVENUES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
CHARGES FOR SERVICE									
13-5333 SWIMMING POOL USE FEE		58,908	70,299	73,633	72,900	70,591	0	84,000	
Day Pass	9,000	7.00	63,000.00						
Day Care Pass	2,100	4.00	8,400.00						
Family Swim	1,200	3.00	3,600.00						
10 punch passes	120	40.00	4,800.00						
Birthday Party Rentals 6-8pm	24	175.00	4,200.00						
13-5336 POOL SEASON PASSES		22,977	19,888	25,097	24,340	28,001	0	24,340	
Season Pass Youth	30	70.00	2,100.00						
Season Pass Adult	4	90.00	360.00						
Season Pass Senior	4	70.00	280.00						
Season Pass Family	135	160.00	21,600.00						
13-5337 LIFEGUARD UNIFORM REVENUE		320	220	286	300	0	0	300	
Upgraded Lifeguard Swimsuits	30	10.00	300.00						
TOTAL CHARGES FOR SERVICE		82,205	90,407	99,016	97,540	98,592	0	108,640	
MISC. INCOME									
13-5509 NON TAXABLE MISC		24,604	28,688	28,037	27,000	28,388	0	30,000	
Concessions	0	0.00	30,000.00						
13-5510 MISCELLANEOUS		4,613	12,196	20,645	10,440	31,924	0	10,440	
Locker Rental	200	2.00	400.00						
Locker Rental Key Return	10(	1.00)(	100.00)						
AquaCats Swim Team Participant	80	95.00	7,600.00						
AquaCats Spiritwear	0	0.00	1,040.00						
AquaCats Sponsorships	6	250.00	1,500.00						
TOTAL MISC. INCOME		29,217	40,885	48,682	37,440	60,312	0	40,440	
INTEREST									
13-5815 INTEREST INCOME		595	362	458	1,100	243	0	1,100	
TOTAL INTEREST		595	362	458	1,100	243	0	1,100	
OTHER REV. SOURCES/TRANS									
13-5931 TRANSFER FROM OTHER FUNDS		23,095	0	0	0	0	0	0	
13-5934 TRANSFER FROM RESERVE		0	0	0	19,730	0	0	10,040	
TOTAL OTHER REV. SOURCES/TRANS		23,095	0	0	19,730	0	0	10,040	

5931 TRANSFER FROM OTHER FUNDS PERMANENT NOTES:
Transition amount for administrative transfer,
to be reduced over 15 years. 2011 will be year one.

	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
TOTAL REVENUES	135,111	131,654	148,156	155,810	159,146	0	160,220	

Attachment: Proposed budget worksheet (2018 Budget)

10-18-2017 01:58 PM

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

13 -AQUATIC CENTER FUND
AQUATICS CENTER
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
PERSONNEL SERVICES									
13-6-1124-0102 SALARY PARTTIME		66,280	65,039	69,821	65,210	69,103	0	69,210	
Pool Managers	770	10.00	7,700.00						
Front Desk Staff	610	8.00	4,880.00						
Lifeguards	5,850	8.00	46,800.00						
Concessions Staff	1,260	7.80	9,828.00						
Rounding	0	0.00	2.00						
13-6-1124-0103 SALARY OVERTIME		56	1,442	3,240	0	7,338	0	0	
13-6-1124-0104 FICA		5,075	5,086	5,589	4,990	5,848	0	4,990	
13-6-1124-0106 WORKERS COMP		2,773	1,682	1,397	3,035	480	0	440	
TOTAL PERSONNEL SERVICES		74,183	73,248	80,048	73,235	82,769	0	74,640	
CONTRACTUAL SERVICES									
13-6-1124-0201 UTILITIES		22,720	23,254	29,928	23,000	30,191	0	23,000	
Electric	0	0.00	11,200.00						
Water/Sewer	0	0.00	11,000.00						
MGE - Natural Gas	0	0.00	800.00						
13-6-1124-0203 PRINTING & ADVERTISING		137	134	35	150	0	0	150	
Newspaper Ads/Swim Certificate	0	0.00	150.00						
13-6-1124-0210 MAINTENANCE & REPAIR		1,567	4,671	3,524	5,150	2,501	0	5,150	
Vandalism Repairs	0	0.00	250.00						
Lock Repairs	0	0.00	500.00						
Plumbing Supplies	0	0.00	600.00						
Electrical Supplies	0	0.00	300.00						
Concrete Repairs	0	0.00	1,500.00						
Resurfacing Pool Slides	0	0.00	2,000.00						
13-6-1124-0211 EQUIPMENT MAINTENANCE		756	2,312	910	2,850	1,661	0	3,400	
Concessions Equip. Repairs	0	0.00	1,000.00						
Lamp Replacement	0	0.00	200.00						
Chemical Pumps/Lines	0	0.00	700.00						
Umbrella Repair/Replacement	0	0.00	1,500.00						
13-6-1124-0216 OTHER CONTRACTUAL SERVICE		3,460	7,895	14,663	8,500	8,643	0	8,500	
Misc. Repair Services	0	0.00	1,500.00						
State Boiler Inspection Fees	0	0.00	50.00						
RecTrac Software Support	0	0.00	1,650.00						
AquaCats Swim Team Coaches	0	0.00	4,600.00						
AquaCats Swim Team Insurance	0	0.00	700.00						
TOTAL CONTRACTUAL SERVICES		28,639	38,265	49,059	39,650	42,996	0	40,200	
COMMODITIES									
13-6-1124-0303 CHEMICALS		9,193	10,389	7,629	8,425	8,997	0	8,425	
Sodium Bicarbonate	0	0.00	550.00						
Test Kits	0	0.00	150.00						
Misc. Chemical Supplies	0	0.00	100.00						
Liquid Chlorine	60	93.00	5,580.00						
Muriatic Acid	6	214.00	1,284.00						

Attachment: Proposed budget worksheet (2018 Budget)

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

13 -AQUATIC CENTER FUND
AQUATICS CENTER
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
Delivery Fuel Charge	10	6.00	60.00						
Drum Reconditioning	60	6.00	360.00						
Delivery Charge	10	33.75	337.50						
Rounding	0	0.00	3.50						
13-6-1124-0304 UNIFORMS		1,735	4,399	2,979	3,020	4,208	0	3,395	
Lifeguard Swimsuits	0	0.00	1,600.00						
Lifeguard T-shirts	0	0.00	560.00						
Front Desk T-Shirts	0	0.00	90.00						
Concessions T-Shirts	0	0.00	105.00						
AquaCats Spiritwear	0	0.00	1,040.00						
13-6-1124-0307 EQUIPMENT MAINTENANCE		1,153	1,410	2,413	1,800	1,073	0	1,800	
Belts	0	0.00	150.00						
Seals	0	0.00	250.00						
Misc. Repairs/Restrooms-Doors	0	0.00	800.00						
Misc. Repairs - Concessions	0	0.00	600.00						
13-6-1124-0310 SUPPLIES		3,362	6,616	8,322	5,725	6,050	0	6,725	
Shower Disinfectant	0	0.00	300.00						
Janitorial Supplies	0	0.00	1,500.00						
Trash Can Liners	0	0.00	300.00						
First Aid Supplies	0	0.00	250.00						
Office Supplies	0	0.00	100.00						
Lounge Chairs	0	0.00	2,000.00						
4th of July Supplies	0	0.00	400.00						
AquaCats Swim Team Awards	0	0.00	1,500.00						
AquaCats Swim Team Dues	0	0.00	75.00						
AquaCats Timers, Water, Etc.	0	0.00	200.00						
AquaCats Sponsor Banner	0	0.00	100.00						
13-6-1124-0320 CONCESSION SUPPLIES		11,477	11,580	11,591	11,030	13,122	0	13,630	
Pepsi	0	0.00	2,500.00						
	0	0.00	0.00						
Sam's Club/Wal-Mart	0	0.00	9,000.00						
Health Dept. Permit	0	0.00	300.00						
Sam's Club Membership	0	0.00	30.00						
Fluesmeier	0	0.00	1,800.00						
TOTAL COMMODITIES		26,920	34,394	32,934	30,000	33,450	0	33,975	
OTHER CHARGES									
13-6-1124-0400 INSURANCE CLAIM EXPENSE		0	0	0	0	17,472	0	0	
13-6-1124-0401 INSURANCE		3,903	3,932	3,853	3,950	2,889	0	4,025	
13-6-1124-0430 OFFICE FACILITIES & SERVICE		34,670	8,895	8,975	8,975	6,398	0	7,380	
25% of Admin Fee to GF	0	0.00	7,380.00						
TOTAL OTHER CHARGES		38,573	12,827	12,828	12,925	26,758	0	11,405	

6-1124-0430 OFFICE FACILITIES & SERVICEPERMANENT NOTES:
Aquatics Fund will pay 25% of Administrative Service charge to the General Fund until 2023 when the Community Center bonds are retired.

Attachment: Proposed budget worksheet (2018 Budget)

13 -AQUATIC CENTER FUND
AQUATICS CENTER
EXPENDITURES

	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	201° REQUESTED BUDGET	201° PROPOSED BUDGET
CAPITAL OUTLAY								
13-6-1124-0504 MACHINERY & EQUIPMENT	0	1,243	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	0	1,243	0	0	0	0	0	
DEPRECIATION								
13-6-1124-0601 DEPRECIATION	87,585	87,585	87,660	0	0	0	0	
TOTAL DEPRECIATION	87,585	87,585	87,660	0	0	0	0	
TOTAL AQUATICS CENTER	255,900	247,563	262,529	155,810	185,973	0	160,220	

13 -AQUATIC CENTER FUND
CAPITAL PROJECTS
EXPENDITURES

				(2017		)	(2018	)
	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL PROJECTS								
TOTAL								
TOTAL								
TOTAL EXPENDITURES	255,900	247,563	262,529	155,810	185,973	0	160,220	
REVENUE OVER/(UNDER) EXPENDITURES	(120,789)	(115,909)	(114,374)	0	(26,827)	0	0	

*** END OF REPORT ***

10-18-2017 01:58 PM

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

15 -COMMUNITY CENTER FUND

REVENUES		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	201[illegible] REQUESTED BUDGET	201[illegible] PROPOSED BUDGET
CHARGES FOR SERVICE									
15-5350 DAILY PASSES		49,932	57,021	61,017	74,340	48,066	0	74,340	
Adult Day Passes	3,920	9.00	35,280.00						
Youth	5,200	7.00	36,400.00						
Senior	380	7.00	2,660.00						
15-5351 ANNUAL MEMBERSHIPS		633,481	605,676	564,554	623,600	365,154	0	673,520	
Family Memberships	620	599.00	371,380.00						
Adult	300	416.00	124,800.00						
90 Day Pass (Adult, Yth, Sen)	50	125.00	6,250.00						
Senior	200	230.00	46,000.00						
Senior Couple	100	410.00	41,000.00						
Youth	18	230.00	4,140.00						
Plus One	45	230.00	10,350.00						
Silver Sneakers	12	3,300.00	39,600.00						
Summer Membership Sale	0	0.00	10,000.00						
December Membership Sale	0	0.00	20,000.00						
15-5352 SENIOR RENT		6,339	7,525	6,367	6,950	5,470	0	6,950	
Monthly Payment	12	578.81	6,945.72						
Rounding	0	0.00	4.28						
15-5353 SWIM TEAM RENT		9,180	6,490	7,950	8,280	5,980	0	8,280	
Ray-Pec Swim Team	0	0.00	8,280.00						
15-5354 ROOM RENTAL		42,508	43,379	43,207	46,000	32,493	0	48,000	
Room Rental Comm Center	0	0.00	48,000.00						
15-5355 SPECIAL EVENTS		2,970	4,165	4,770	5,350	2,725	0	5,350	
Princess Ball	110	20.00	2,200.00						
2 Craft Shows at HCC	70	45.00	3,150.00						
15-5356 OVERTIME FEES		719	732	758	1,100	520	0	1,100	
Overtime Fees	0	0.00	1,100.00						
15-5358 ALCOHOL APPLICATION FEES		25	100	75	50	25	0	50	
ALCOHOL APPLICATIONS	0	0.00	50.00						
15-5359 TOT WATCH FEES		3,619	2,604	2,621	3,200	2,412	0	3,200	
Tot-Watch	1,600	2.00	3,200.00						
TOTAL CHARGES FOR SERVICE		748,772	727,692	691,319	768,870	462,845	0	820,790	
RECREATIONAL PROGRAMS									
15-5406 YOUTH BASKETBALL		0	0	0	14,000	0	0	14,000	
Youth Basketball Registration	200	70.00	14,000.00						
15-5407 SUMMER CAMP		0	0	0	41,700	45,981	0	43,850	
June Summer Camp	130	95.00	12,350.00						
July Summer Camp	200	95.00	19,000.00						
August Summer Camp	80	95.00	7,600.00						
After Summer School Camp	140	35.00	4,900.00						
	0	0.00	0.00						
5-5408 TINY TIKES PROGRAMS		0	0	0	3,600	1,373	0	3,600	
Tiny Tikes Flag Football	15	40.00	600.00						
Tiny Tikes Basketball	20	40.00	800.00						

Attachment: Proposed budget worksheet (2018 Budget)

10-18-2017 01:58 PM

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

15 -COMMUNITY CENTER FUND

REVENUES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
Tiny Tikes Tumbling	20	40.00	800.00						
Tiny Tikes Soccer	20	40.00	800.00						
Tiny Tikes T-Ball	15	40.00	600.00						
15-5409 YOUTH VOLLEYBALL		0	0	0	10,400	4,270	0	10,400	
Youth Volleyball	160	65.00	10,400.00						
15-5410 BEFORE & AFTER SCHOOL PROGRAMS		0	0	0	19,000	16,235	0	19,000	
Fit Kids Morning	560	25.00	14,000.00						
Fit Kids Afternoon	200	25.00	5,000.00						
15-5417 MEN'S 5 ON 5 BASKETBALL		4,791	5,012	5,700	5,400	2,400	0	5,400	
Men's 5 on 5 Basketball	18	300.00	5,400.00						
15-5418 MISC RECREATION PROGRAMS		91,596	81,534	92,826	2,900	9,066	0	2,900	
Winter Break Week	35	20.00	700.00						
Spring Break Week	35	20.00	700.00						
Day Camp Days	75	20.00	1,500.00						
15-5421 FITNESS CLASSES		26,831	22,629	21,225	26,440	10,655	0	18,315	
Zumba	300	27.00	8,100.00						
Zumba Gold	60	22.50	1,350.00						
Get Fit Challenge	80	48.00	3,840.00						
Circuit Groove	60	22.50	1,350.00						
Martial Arts	60	50.00	3,000.00						
Pilates	30	22.50	675.00						
15-5422 WATER AEROBICS		1,934	2,154	2,718	2,250	1,924	0	2,250	
Aquacise	100	22.50	2,250.00						
15-5423 SWIM LESSONS		8,897	11,565	11,219	12,400	6,054	0	12,400	
Swim Lessons	250	40.00	10,000.00						
Private Swim Lessons	160	15.00	2,400.00						
15-5425 LIFEGUARD TRAINING		3,430	2,821	3,065	3,425	1,853	0	3,425	
New Guard Training	15	175.00	2,625.00						
Re-certification of Guards	10	35.00	350.00						
CPR/First Aid for Public	10	45.00	450.00						
15-5426 SWIM TEAM		2,591	1,081	2,350	4,500	1,000	0	4,500	
Swim Team Conditioning	40	50.00	2,000.00						
Winter Swim Team	50	50.00	2,500.00						
15-5427 ADULT VOLLEYBALL		0	0	0	7,795	2,110	0	7,795	
Rec Volleyball	15	185.00	2,775.00						
Competive Volleyball	12	185.00	2,220.00						
Women's Volleyball	16	175.00	2,800.00						
TOTAL RECREATIONAL PROGRAMS		140,070	126,796	139,104	153,810	102,920	0	147,835	
MISC. INCOME									
15-5509 NON-TAXABLE MISC		1,557	1,399	1,192	1,400	863	0	1,400	
Misc. Front Desk Sales	0	0.00	1,400.00						
15-5510 MISCELLANEOUS		37,782	31,554	4,279	7,200	6,358	0	7,200	
Locker Rentals	35	40.00	1,400.00						
NSF Fees	60	30.00	1,800.00						
Replacement Cards	50	5.00	250.00						
Youth Basketball Sponsorships	15	250.00	3,750.00						
15-5516 SHORT & OVER		41	12	89	0	(90)	0	0	

Attachment: Proposed budget worksheet (2018 Budget)

10-18-2017 01:58 PM

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

15 -COMMUNITY CENTER FUND

REVENUES

			2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	201° REQUESTED BUDGET	201° PROPOSED BUDGET
15-5519	ON-SITE SALES COMMISSION		1,781	1,861	1,279	1,800	548	0	1,800	
	Monthly Vending Machine Fees	0	0.00	1,800.00						
15-5520	SPONSORS		1,200	600	600	1,000	600	0	1,000	
	Gym Sign Sponsors	10	100.00	1,000.00						
15-5521	PERSONAL TRAINER		40,801	8,098	7,810	10,000	5,320	0	10,000	
	Personal Training Revenue	0	0.00	10,000.00						
15-5522	CANCELLATION FEE		(350)	(125)	0	0	0	0	0	
15-5524	ACTIVATION FEE		11,910	10,630	8,040	11,250	5,960	0	11,250	
	Activation Fee - Membership	375	30.00	11,250.00						
15-5535	AUCTION & SURPLUS SALES		0	1,811	950	0	0	0	0	
15-5537	DONATIONS		0	493	44	0	0	0	0	
	TOTAL MISC. INCOME		94,723	56,332	24,283	32,650	19,558	0	32,650	

5522 CANCELLATION FEE PERMANENT NOTES:
Tied cancellation fees to current memberships. Added activation fees to new memberships and phased out cancellation fees.

			2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	201° REQUESTED BUDGET	201° PROPOSED BUDGET
INTEREST										
15-5815	INTEREST INCOME		273	21	25	1,500	0	0	1,500	
	TOTAL INTEREST		273	21	25	1,500	0	0	1,500	
OTHER REV. SOURCES/TRANS										
15-5931	TRANSFER FROM OTHER FUNDS		376,833	228,000	137,735	306,459	130,000	0	184,735	
	Bal of 1/2 cent Park Sales Tax	0	0.00	184,735.00						
		0	0.00	0.00						
15-5934	TRANSFER FROM RESERVE		0	0	0	0	0	0	51,170	
	TOTAL OTHER REV. SOURCES/TRANS		376,833	228,000	137,735	306,459	130,000	0	235,905	

5931 TRANSFER FROM OTHER FUNDS PERMANENT NOTES:
Transition amount for administrative transfer, to be reduced over 15 years. 2011 will be year one. Sales tax represents amount available after TIFs and debt service

	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	201° REQUESTED BUDGET	201° PROPOSED BUDGET
TOTAL REVENUES	1,360,671	1,138,841	992,466	1,263,289	715,323	0	1,238,680	

10-18-2017 01:58 PM

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

15 -COMMUNITY CENTER FUND
ADMINISTRATION
EXPENDITURES

						2017			2018	
			2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL SERVICES										
15-6-0103-0101	SALARY FULLTIME		138,139	132,922	136,642	135,435	100,299	0	136,335	
	Full Time Salaries	1	136,335.00	136,335.00						
15-6-0103-0102	SALARY PARTTIME		62,110	56,053	64,098	83,340	55,710	0	83,340	
	HCC Front Desk Reg. Hours	5,096	8.50	43,316.00						
	Tot-Watch Hours	1,664	8.50	14,144.00						
	HCC Front Desk After Hours	100	8.50	850.00						
	HCC Front Desk Seasonal Hours	800	8.50	6,800.00						
	Special Event Assistance	100	8.50	850.00						
	Building Supervisors FLSA	1,448	12.00	17,376.00						
	Rounding	0	0.00	4.00						
15-6-0103-0103	SALARY OVERTIME		0	0	34	1,805	2,646	0	3,000	
	Rec Coordinator (FLSA)	0	0.00	3,000.00						
15-6-0103-0104	FICA		14,850	14,113	14,641	16,875	11,582	0	16,950	
15-6-0103-0106	WORKERS COMP		2,800	2,802	3,759	3,490	3,202	0	6,660	
15-6-0103-0107	RETIREMENT		17,663	14,458	12,370	12,080	8,701	0	13,405	
15-6-0103-0108	HEALTH INSURANCE		11,104	9,202	10,827	13,635	14,010	0	19,800	
15-6-0103-0109	DENTAL INSURANCE		778	614	571	645	437	0	615	
15-6-0103-0110	OTHER PAYROLL INSURANCE		18	676	1,668	720	893	0	725	
	Disability	0	0.00	500.00						
	Life	0	0.00	225.00						
TOTAL PERSONNEL SERVICES			247,463	230,841	244,609	268,025	197,480	0	280,830	
CONTRACTUAL SERVICES										
15-6-0103-0203	PRINTING & ADVERTISING		10,513	9,799	9,572	9,800	2,720	0	9,800	
	Print Ads & Marketing	0	0.00	2,500.00						
	Yearly Membership Drive Promo	0	0.00	3,500.00						
	TextCaster & Constant Contact	0	0.00	1,300.00						
	Flyers & Envelopes	0	0.00	2,500.00						
15-6-0103-0205	POSTAGE		187	90	23	200	0	0	200	
	Membership Drive Mailing	0	0.00	200.00						
15-6-0103-0207	TRAVEL & TRAINING		3,304	2,859	5,936	5,200	4,252	0	5,200	
	MPRA Conference	2	1,000.00	2,000.00						
	NRPA Conference	2	1,600.00	3,200.00						
15-6-0103-0211	EQUIPMENT MAINTENANCE		2,906	2,906	2,695	3,065	1,640	0	3,065	
	Copier Lease	12	230.16	2,761.92						
	Time Clock Support	0	0.00	300.00						
	Rounding	0	0.00	3.08						
15-6-0103-0216	OTHER CONTRACTUAL SERVICE		14,744	14,329	15,098	13,965	10,297	0	13,965	
	Rec-Trac software maintenance	0	0.00	6,000.00						
	Fidelity Internet Connection	12	122.10	1,465.20						
	PCI Compliance	0	0.00	500.00						
	Cost per copy	0	0.00	4,500.00						
	Webtrac Hosting Service	12	125.00	1,500.00						
	Rounding	0	0.00 (	0.20)						
5-6-0103-0218	CREDIT CARD PROCESSING FEES		9,955	9,526	9,774	9,500	8,935	0	9,500	

Attachment: Proposed budget worksheet (2018 Budget)

15 -COMMUNITY CENTER FUND
ADMINISTRATION
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSE BUDGET
Plug N Pay	0	0.00	1,000.00						
Merchant Fees	0	0.00	8,500.00						
TOTAL CONTRACTUAL SERVICES		41,608	39,510	43,098	41,730	27,845	0	41,730	
COMMODITIES									
15-6-0103-0304 UNIFORMS		600	500	600	600	714	0	800	
Management Shirts	0	0.00	800.00						
15-6-0103-0305 SAFETY EQUIPMENT		0	0	0	50	0	0	50	
Front Desk First Aid	0	0.00	50.00						
15-6-0103-0310 SUPPLIES		8,544	8,225	8,231	8,180	7,061	0	8,180	
Copier Paper	0	0.00	2,500.00						
Membership Cards	0	0.00	1,980.00						
Printer Toner Ink, Ribbons	0	0.00	2,700.00						
Office Supplies	0	0.00	1,000.00						
15-6-0103-0351 COMPUTER EQUIPMENT		0	0	0	0	3,960	0	6,800	
DESKTOP PC'S	4	1,200.00	4,800.00						
REPLACEMENT AP'S	1	2,000.00	2,000.00						
TOTAL COMMODITIES		9,144	8,725	8,831	8,830	11,735	0	15,830	
OTHER CHARGES									
15-6-0103-0401 INSURANCE		18,700	19,589	19,720	20,185	15,554	0	24,085	
15-6-0103-0403 DUES & SUBSCRIPTIONS		1,985	1,754	1,941	1,690	2,047	0	1,990	
Rotary for Parks Director	4	231.50	926.00						
MPRA (Director /Assistant Dir)	0	0.00	560.00						
NRPA Group Membership	0	0.00	425.00						
KCMPRDA	0	0.00	75.00						
Rounding	0	0.00	4.00						
15-6-0103-0430 OFFICE FACILITIES & SERVICE		128,705	33,965	35,351	35,351	26,008	0	30,655	
25% Admin Fee Paid to GF	1	30,655.00	30,655.00						
15-6-0103-0460 BAD DEBT		(34)	0	39,595	1,300	0	0	1,300	
TOTAL OTHER CHARGES		149,356	55,308	96,607	58,526	43,609	0	58,030	

6-0103-0430 OFFICE FACILITIES & SERVICPERMANENT NOTES:
Community Center Fund will pay 25% of Administrative Service charge to the General Fund until 2023 when the Community Center bonds are retired.

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSE BUDGET
CAPITAL OUTLAY									
15-6-0103-0504 MACHINERY & EQUIPMENT		19,502	192	10,953	4,000	0	0	0	
Computer Replacements	0	0.00	0.00						
TOTAL CAPITAL OUTLAY		19,502	192	10,953	4,000	0	0	0	
TOTAL ADMINISTRATION		467,074	334,576	404,098	381,111	280,669	0	396,420	

15 -COMMUNITY CENTER FUND
AQUATICS CENTER
EXPENDITURES

			2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
PERSONNEL SERVICES										
15-6-1124-0101	SALARY FULLTIME		25,168	28,650	29,272	29,805	23,262	0	31,725	
	80% Aquatics Supervisor Sal	0	0.00	31,725.00						
15-6-1124-0102	SALARY PARTTIME		66,675	60,328	63,688	63,570	50,158	0	63,570	
	Lifeguards	4,905	8.00	39,240.00						
	Swim Instructors	700	9.00	6,300.00						
	Morning Lifeguards	1,820	9.00	16,380.00						
	Swim Conditioning Instructor	165	10.00	1,650.00						
15-6-1124-0103	SALARY OVERTIME		85	662	582	1,810	4,054	0	3,400	
	Aquatics Supervisor (FLSA)	0	0.00	3,400.00						
15-6-1124-0104	FICA		6,883	6,772	6,960	7,285	5,567	0	7,440	
15-6-1124-0106	WORKERS COMP		3,563	4,445	6,600	4,400	5,233	0	9,185	
15-6-1124-0107	RETIREMENT		3,229	3,209	2,768	2,785	2,334	0	3,265	
15-6-1124-0108	HEALTH INSURANCE		4,108	4,807	4,979	5,040	8,108	0	10,780	
15-6-1124-0109	DENTAL INSURANCE		284	317	317	335	238	0	320	
15-6-1124-0110	OTHER PAYROLL INSURANCE		1,400	712	180	195	136	0	200	
	Disability	0	0.00	120.00						
	Life	0	0.00	80.00						
TOTAL PERSONNEL SERVICES			111,396	109,902	115,346	115,225	99,089	0	129,885	
CONTRACTUAL SERVICES										
15-6-1124-0207	TRAVEL & TRAINING		2,089	1,607	3,877	1,550	1,564	0	1,550	
	Lifeguard/Aquatic Training	0	0.00	750.00						
	MPRA Membership & Conference	0	0.00	800.00						
15-6-1124-0211	EQUIPMENT MAINTENANCE		4,003	1,156	3,762	4,100	2,997	0	7,800	
	Chemical Control Computer	0	0.00	1,500.00						
	Feed Pumps	0	0.00	500.00						
	Main Pump/Feature Pumps	0	0.00	4,200.00						
	Timing System Touchpads	0	0.00	1,600.00						
15-6-1124-0216	OTHER CONTRACTUAL SERVICE		44,847	3,235	3,140	5,750	5,059	0	5,750	
	Timing System Maintenance	0	0.00	750.00						
	Filter/Pump Maintenance	0	0.00	500.00						
	Red Cross Certifications	20	100.00	2,000.00						
	Winter Swim Team Coach	0	0.00	2,500.00						
TOTAL CONTRACTUAL SERVICES			50,939	5,998	10,779	11,400	9,620	0	15,100	
COMMODITIES										
15-6-1124-0303	CHEMICALS		9,420	3,334	4,984	4,585	4,224	0	4,585	
	Liquid Chlorine	24	95.00	2,280.00						
	Sodium Bicarbonate	48	13.00	624.00						
	Test Kits/Refills	0	0.00	200.00						
	Muriatic Acid	5	200.00	1,000.00						
	Delivery Charge	6	6.00	36.00						
	Misc. Chem for Proper Balance	0	0.00	100.00						
	Drum Reconditioning	24	6.00	144.00						
	Calcium Chloride Flakes	0	0.00	200.00						

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

15 -COMMUNITY CENTER FUND
AQUATICS CENTER
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	(----------- ----- 2017 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END -----------------)	(---------- 201° REQUESTED BUDGET	PROPOSED BUDGET ----------)
Rounding	0	0.00	1.00						
15-6-1124-0304 UNIFORMS		750	750	1,309	75	629	0	750	
Lifeguard Uniforms	0	0.00	750.00						
15-6-1124-0305 SAFETY EQUIPMENT		813	930	1,009	93	930	0	930	
Seal Easy	10	10.00	100.00						
Whistles	0	0.00	115.00						
Landyards	20	2.25	45.00						
Gloves	0	0.00	100.00						
First Aid Supplies	3	40.00	120.00						
Rescue Tubes	0	0.00	100.00						
Backboards	0	0.00	350.00						
15-6-1124-0307 EQUIPMENT MAINTENANCE		1,336	370	938	1,39	666	0	1,390	
Vacuum Filters	4	35.00	140.00						
Grease for pumps	0	0.00	50.00						
Diaphragm tubes for chem pumps	0	0.00	150.00						
Tube Line Delivery	0	0.00	150.00						
Misc. Hardware Hot Tub/Slide	0	0.00	150.00						
Filters for Hot Tub	0	0.00	250.00						
Pool Heater Maintenance	0	0.00	500.00						
15-6-1124-0310 SUPPLIES		1,650	1,385	1,051	1,02	1,472	0	1,025	
Swim Diapers	0	0.00	75.00						
Cleaners	0	0.00	100.00						
Scum Buster	0	0.00	100.00						
Power Washer Soap	0	0.00	150.00						
Anti Foam Hot Tub	0	0.00	400.00						
Swim Lesson Supplies	0	0.00	100.00						
Water Aerobic Supplies	0	0.00	100.00						
TOTAL COMMODITIES		13,969	6,769	9,291	8,68	7,920	0	8,680	
CAPITAL OUTLAY									
TOTAL									
TOTAL AQUATICS CENTER		176,303	122,668	135,416	135,30	116,629	0	153,665	

Attachment: Proposed budget worksheet (2018 Budget)

15 -COMMUNITY CENTER FUND
RECREATION PROGRAMS
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
PERSONNEL SERVICES									
15-6-1126-0101 SALARY FULLTIME		38,914	43,362	51,642	45,870	39,759	0	47,150	
70% RecCor 1 and 80% RecCor 2	0	0.00	47,150.00						
15-6-1126-0102 SALARY PARTTIME		64,945	68,741	64,650	59,170	57,743	0	60,190	
Summer Camp Coordinator	560	12.00	6,720.00						
Special Events Coordinator	830	12.00	9,960.00						
Fitness Instructor (Basic WA)	110	10.00	1,100.00						
Summer Camp Counselors	3,500	8.00	28,000.00						
Rec Attendants - TT & Fit Kids	1,370	8.00	10,960.00						
Gym Supervisors	250	8.00	2,000.00						
Fitness Instructor (GS)	100	14.50	1,450.00						
15-6-1126-0103 SALARY OVERTIME		60	49	180	3,380	596	0	2,000	
Rec Coordinator (FLSA)	0	0.00	1,000.00						
Rec Coordinator (FLSA)	0	0.00	1,000.00						
15-6-1126-0104 FICA		7,788	8,387	8,797	8,295	7,393	0	8,405	
15-6-1126-0106 WORKERS COMP		4,609	4,684	4,814	5,245	2,393	0	2,225	
15-6-1126-0107 RETIREMENT		3,343	4,862	3,322	4,335	3,386	0	4,910	
15-6-1126-0108 HEALTH INSURANCE		7,295	9,862	10,592	9,450	9,348	0	14,710	
15-6-1126-0109 DENTAL INSURANCE		478	568	673	625	475	0	600	
15-6-1126-0110 OTHER PAYROLL INSURANCE		251	282	341	325	225	0	325	
Disability	0	0.00	180.00						
Life	0	0.00	145.00						
TOTAL PERSONNEL SERVICES		127,684	140,796	145,012	136,695	121,318	0	140,515	
CONTRACTUAL SERVICES									
15-6-1126-0207 TRAVEL & TRAINING		966	1,634	881	925	0	0	925	
MPRA Membership (2) & Training	0	0.00	925.00						
15-6-1126-0211 EQUIPMENT MAINTENANCE		2,241	3,116	3,830	3,950	587	0	3,950	
Weight Equipment	0	0.00	1,200.00						
Ellipticals- Tie Rods, etc.	0	0.00	1,000.00						
Treadmills -Belts, Decks, etc.	0	0.00	1,750.00						
15-6-1126-0216 OTHER CONTRACTUAL SERVICE		54,652	26,218	24,510	30,185	15,932	0	24,975	
Advanced Water Aerobics	0	0.00	1,575.00						
Group Fitness (70% of Rev)	0	0.00	12,822.00						
Personal Training (70% of Rev)	0	0.00	7,000.00						
Summer Camp Bus (Trips)	45	55.00	2,475.00						
Princess Ball DJ	1	500.00	500.00						
Bounce Houses Member Appreciat	4	150.00	600.00						
Rounding	0	0.00	3.00						
TOTAL CONTRACTUAL SERVICES		57,859	30,968	29,221	35,060	16,519	0	29,850	

Attachment: Proposed budget worksheet (2018 Budget)

15 -COMMUNITY CENTER FUND
RECREATION PROGRAMS
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	(---- 2017 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END ----)	(---- 201_ REQUESTED BUDGET	PROPOSED BUDGET ----)
COMMODITIES									
15-6-1126-0307 EQUIPMENT MAINTENANCE		2,069	1,551	2,054	2,565	125	0	2,565	
Treadmill Wax Bags	0	0.00	150.00						
Treadmill Roller Covers	0	0.00	75.00						
Treadmill Wax Motors	0	0.00	700.00						
Elliptical Tie Rods	0	0.00	720.00						
Elliptical Batteries	0	0.00	120.00						
Bike & Stepper - Crank Shafts	0	0.00	200.00						
Equipment Pad Replacement	0	0.00	600.00						
15-6-1126-0310 SUPPLIES		4,330	12,438	12,280	12,950	7,569	0	13,450	
Trophies (Youth Vball & Bball)	0	0.00	1,800.00						
Snacks for Summer Camp	0	0.00	1,500.00						
Volleyball Supplies	0	0.00	1,000.00						
Basketball Supplies	0	0.00	2,000.00						
Summer Camp Supplies	0	0.00	2,000.00						
Special Event Supplies	0	0.00	300.00						
Summer Camp T-Shirts	0	0.00	700.00						
Championship T-shirts Leagues	0	0.00	950.00						
Special Event Prizes	0	0.00	100.00						
Youth Bball Uniforms & Coaches	0	0.00	2,100.00						
Girls Volleyball Uniforms	0	0.00	1,000.00						
TOTAL COMMODITIES		6,399	13,989	14,333	15,515	7,694	0	16,015	
CAPITAL OUTLAY									
15-6-1126-0504 MACHINERY & EQUIPMENT		0	10,223	9,754	10,005	7,316	0	10,005	
Treadmill Lease	6	1,667.00	10,002.00						
Rounding	0	0.00	3.00						
TOTAL CAPITAL OUTLAY		0	10,223	9,754	10,005	7,316	0	10,005	
RECREATION PROGRAMS									
15-6-1126-0702 AEROBICS		2,026	1,873	712	2,000	620	0	2,000	
Training Equipment	0	0.00	1,000.00						
Group Fitness Equipment	0	0.00	1,000.00						
15-6-1126-0709 REC VOLLEYBALL		4,110	2,643	3,570	0	0	0	0	
15-6-1126-0711 COMPETITIVE VOLLEYBALL		315	426	0	0	0	0	0	
15-6-1126-0716 YOUTH VOLLEYBALL		0	0	0	500	500	0	500	
Youth Volleyball Officials	0	0.00	500.00						
15-6-1126-0717 5 ON 5 BASKETBALL		8,644	6,302	6,476	9,840	3,689	0	9,840	
Officials for Adult League	114	26.00	2,964.00						
Officials Youth Basketball	275	25.00	6,875.00						
Rounding	0	0.00	1.00						
15-6-1126-0718 MISC RECREATION PROGRAMS		4,343	3,189	3,831	4,000	3,648	0	4,000	
Special Events	0	0.00	500.00						
Summer Camp Field Trips	0	0.00	3,500.00						
5-6-1126-0719 ADULT VOLLEYBALL		0	0	0	3,000	767	0	3,000	
Coed Officials	0	0.00	1,500.00						
Women's Officials	0	0.00	1,500.00						
TOTAL RECREATION PROGRAMS		19,438	14,432	14,589	19,340	9,223	0	19,340	
TOTAL RECREATION PROGRAMS		211,380	210,407	212,910	216,615	162,070	0	215,725	

Attachment: Proposed budget worksheet (2018 Budget)

15 -COMMUNITY CENTER FUND
BUILDING & GROUNDS
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
PERSONNEL SERVICES									
15-6-1119-0101 SALARY FULLTIME		77,886	80,004	82,231	83,270	62,996	0	85,070	
FT	0	0.00	84,270.00						
Longevity	0	0.00	800.00						
15-6-1119-0102 SALARY PARTTIME		8,146	9,705	10,203	12,380	10,187	0	12,380	
HCC Maintenance Staff	1,528	8.10	12,376.80						
Rounding	0	0.00	3.20						
15-6-1119-0103 SALARY OVERTIME		1,325	1,635	552	1,535	3,021	0	3,000	
Maintenance Supervisor	1	3,000.00	3,000.00						
15-6-1119-0104 FICA		6,178	6,536	6,733	7,440	5,589	0	6,630	
15-6-1119-0106 WORKERS COMP		3,250	3,885	4,641	4,700	3,437	0	4,335	
15-6-1119-0107 RETIREMENT		10,434	9,104	7,898	7,470	5,800	0	8,405	
15-6-1119-0108 HEALTH INSURANCE		13,840	15,043	16,500	17,760	12,783	0	18,620	
15-6-1119-0109 DENTAL INSURANCE		792	789	792	835	594	0	790	
15-6-1119-0110 OTHER PAYROLL INSURANCE		451	463	476	500	375	0	505	
Disability	0	0.00	310.00						
Life	0	0.00	195.00						
TOTAL PERSONNEL SERVICES		122,301	127,165	130,027	135,890	104,783	0	139,735	
CONTRACTUAL SERVICES									
15-6-1119-0201 UTILITIES		271,873	234,089	175,388	238,300	154,033	0	238,300	
Natural Gas	0	0.00	66,000.00						
Water/Sewer	0	0.00	22,500.00						
Electricity	0	0.00	145,000.00						
CenturyLink Phone Line Service	12	400.00	4,800.00						
15-6-1119-0207 TRAVEL & TRAINING		282	163	0	250	0	0	250	
Misc. Training	0	0.00	250.00						
15-6-1119-0211 EQUIPMENT MAINTENANCE		8,034	4,439	5,722	6,000	5,198	0	6,000	
HVAC Brain	0	0.00	1,200.00						
Genie Lift	0	0.00	1,000.00						
Electrical work	0	0.00	1,200.00						
Sprinkler system repair	0	0.00	500.00						
ADA door service	0	0.00	600.00						
Ice machine servicing	0	0.00	500.00						
Roof/window repair	0	0.00	1,000.00						
15-6-1119-0216 OTHER CONTRACTUAL SERVICE		58,643	78,183	46,237	56,400	42,355	0	46,400	
HVAC Maintenance Contract	0	0.00	12,000.00						
Inspections	0	0.00	600.00						
Exterminator	0	0.00	1,800.00						
Generator Service	0	0.00	2,500.00						
Backflow service	0	0.00	400.00						
HVAC Repairs	0	0.00	12,000.00						
Elevator Maintenance Contract	12	161.00	1,932.00						
Protection One Security System	12	430.43	5,165.16						
Mechanical/Equipment Repairs	0	0.00	10,000.00						
Rounding	0	0.00	2.84						
TOTAL CONTRACTUAL SERVICES		338,831	316,873	227,347	300,950	201,586	0	290,950	

Attachment: Proposed budget worksheet (2018 Budget)

10-18-2017 01:58 PM

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

15 -COMMUNITY CENTER FUND
BUILDING & GROUNDS
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
COMMODITIES									
15-6-1119-0303 CHEMICALS		710	232	785	1,500	1,380	0	1,500	
Floor Wax, Carpet Shampoo, etc	0	0.00	1,500.00						
15-6-1119-0305 SAFETY EQUIPMENT		0	335	0	250	0	0	250	
Rubber Gloves	0	0.00	100.00						
Mats	0	0.00	100.00						
Safety Glasses	0	0.00	50.00						
15-6-1119-0307 EQUIPMENT MAINTENANCE		4,699	2,027	5,280	4,300	3,300	0	4,300	
Push Mower Maintenance	0	0.00	100.00						
Weedeater Maintenance	0	0.00	100.00						
Vacuum Belts & Bags	0	0.00	200.00						
Electrical Supplies	0	0.00	400.00						
Door Closers, Handles & Knobs	0	0.00	1,600.00						
Plumbing Supplies	0	0.00	900.00						
Light Bulbs	0	0.00	500.00						
Misc. Sound System	0	0.00	400.00						
Buffer pads	0	0.00	100.00						
15-6-1119-0310 SUPPLIES		17,897	14,946	17,768	17,200	11,693	0	17,200	
Toilet Paper	0	0.00	6,000.00						
Paper Towels	0	0.00	6,000.00						
Mopping/Sweeping Supplies	0	0.00	1,300.00						
Trash Bags	0	0.00	3,400.00						
Misc. Maintenance Supplies	0	0.00	500.00						
TOTAL COMMODITIES		23,307	17,541	23,832	23,250	16,374	0	23,250	
OTHER CHARGES									
15-6-1119-0425 MDNR PRINCIPAL PAYMENT		15,751	18,931	16,391	16,720	16,720	0	17,060	
Principal Payments	0	0.00	17,060.00						
15-6-1119-0440 MDNR INTEREST PAYMENT		3,180	0	2,540	2,215	2,211	0	1,875	
Interest Payments	0	0.00	1,875.00						
TOTAL OTHER CHARGES		18,931	18,931	18,931	18,935	18,931	0	18,935	
CAPITAL OUTLAY									
15-6-1119-0504 MACHINERY & EQUIPMENT		0	95	0	0	0	0	0	
TOTAL CAPITAL OUTLAY		0	95	0	0	0	0	0	
TOTAL BUILDING & GROUNDS		503,370	480,605	400,138	479,025	341,673	0	472,870	

Attachment: Proposed budget worksheet (2018 Budget)

10-18-2017 01:58 PM

CITY OF HARRISONVILLE
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2017

15 -COMMUNITY CENTER FUND
CAPITAL PROJECTS
EXPENDITURES

		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 CURRENT BUDGET	2017 Y-T-D ACTUAL	2017 PROJECTED YEAR END	2018 REQUESTED BUDGET	2018 PROPOSED BUDGET
CAPITAL PROJECTS									
15-6-0990-2013 HCC PARKING LOT		0	0	0	50,000	23,108	0	0	
HCC Parking Lot Resurfacing	0	0.00	0.00						
TOTAL CAPITAL PROJECTS		0	0	0	50,000	23,108	0	0	
TOTAL CAPITAL PROJECTS		0	0	0	50,000	23,108	0	0	
TOTAL EXPENDITURES		1,358,127	1,148,256	1,152,562	1,262,056	924,150	0	1,238,680	
REVENUE OVER/(UNDER) EXPENDITURES		2,545	(9,415)	(160,096)	1,233	(208,827)	0	0	

*** END OF REPORT ***

Attachment: Proposed budget worksheet (2018 Budget)

City of Harrisonville est. 1836

STAFF REPORT

TO: **Park Board**

FROM: **Dave Killpack,**

DATE: **October 20, 2017**

SUBJECT: **Budget Summary Sheets**

Type of Item: *Discussion*

3. Action Item (ID # 2679)

Budget Summary Sheets

Attachments:

Budget Summary Sheets (PDF)

Park Fund

Budget Summary Sheet

	2015 Actual	2016 Actual	2017 Approved Budget	2018 Proposed Budget
Beginning Fund Balance (Fund Basis)	$ 66,074	$ 97,636	$ 120,998	$ 121,171
Operating Revenues:				
Property Taxes	182,937	176,249	172,250	177,550
Charges for Services	22,892	26,927	26,655	26,655
Recreation Programs	46,063	56,486	59,575	60,625
Misc. Income	17,810	17,502	16,500	14,500
Intergovernmental	-	-	-	-
Interest	45	93	200	200
Other Rev. Sources- Transfers Supporting Operations	252,975	243,400	234,000	231,180
Total Operating Revenues	522,722	520,658	509,180	510,710
Capital Revenues: Transfers Supporting Capital	-	-	48,997	18,000
Total Capital Revenues	-	-	48,997	18,000
Total Revenues	522,722	520,658	558,177	528,710
Total Resources Available	588,796	618,294	679,175	649,881
Operating Expenditures:				
Park Maintenance	463,685	474,849	509,007	510,710
Capital Expenditures:				
Capital Equipment	27,475	21,444	-	18,000
Capital Improvements- Funded by Payment in Lieu of Parkland Funds	-	1,003	48,997	-
Total Capital Expenditures	27,475	22,447	48,997	18,000
Total Requirements	491,160	497,296	558,004	528,710
Ending Fund Balance (Fund Basis)	97,636	120,998	121,171	121,171
Escrowed Reserves- Payment in Lieu of Parkland Dedication	56,442		6,442	6,442
Cash Flow Reserve - Covered by General Fund			213,783	255,355
Estimated Unreserved Cash and Investments			114,729	114,729
Operating Surplus (Deficit)			$ 173	$ -

Attachment: Budget Summary Sheets (Budget Summary Sheets)

Aquatics Fund

Budget Summary Sheet

	2015 Actual	2016 Actual	2017 Approved Budget	2018 Proposed Budget
Beginning Fund Balance (Fund Basis)	$ 103,330	$ 75,006	$ 47,480	$ 27,750
Operating Revenues:				
Charges for Services	90,407	99,016	97,540	108,640
Misc. Income	40,885	48,682	37,440	40,440
Interest	362	458	1,100	1,100
Other Rev. Sources: Transfers in Support of Operations	-	-	19,730	10,041
Total Operating Revenues	131,654	148,156	155,810	160,221
Capital Revenues	-	-	-	-
Total Capital Revenues	-	-	-	-
Budgeted Revenue	131,654	148,156	155,810	160,221
Total Resources Available	234,984	223,162	203,290	187,971
Operating Expenditures:				
Aquatic Center	159,978	174,869	155,810	160,221
Total Operating Expenditures	159,978	174,869	155,810	160,221
Capital Expenditures:				
Capital Equipment	-	-	-	-
Capital Projects	-	-	-	-
Total Capital Expenditures	-	-	-	-
Total Requirements	159,978	174,869	155,810	160,221
Ending Fund Balance (Fund Basis)	75,006	48,293	47,480	27,750
Use of fund balance (Other Rev Sources)			(19,730)	(10,041)
Ending Fund Balance after Use			27,750	17,709
Park Board-directed Reserves				
Cash Flow Reserve - 16.67% of Operating Expenses			25,974	26,709
Estimated Unreserved Cash and Investments			21,506	1,041
Operating Surplus (Deficit)	$ (28,324)	$ (26,713)	$ -	$ -

Community Center Fund

Budget Summary Sheet

	2015 Actual	2016 Actual	2017 Approved Budget	2018 Proposed Budget
Beginning Fund Balance (Fund Basis)	$ 110,060	$ 104,652	$ (51,415)	$ 1,233
Operating Revenues:				
Charges for Services	880,798	695,348	768,870	820,790
Recreation Programs		139,104	153,810	147,835
Misc. Income	34,029	24,283	32,650	32,650
Interest	21	25	1,500	1,500
Sales Taxes	228,000	137,735	256,459	184,735
Transfers in Support of Operations from excess in Debt Service	-	-	51,415	51,170
Total Operating Revenues	1,142,848	996,495	1,264,704	1,238,680
Capital Revenues				
	-	-	-	-
Total Capital Revenues	-	-	50,000	-
Revenues	1,142,848	996,495	1,314,704	1,238,680
Total Resources Available	1,252,908	1,101,147	1,263,289	1,239,913
Operating Expenditures:				
Administration	1,122,009	1,123,877	381,111	396,420
Aquatics Center			135,305	153,665
Recreation Programs			206,610	215,725
Debt Service	26,247	28,685		18,935
Buildings & Grounds			479,025	453,935
Total Operating Expenditures	1,148,256	1,152,562	1,202,051	1,238,680
Capital Expenditures:				
Capital Equipment	-	-	10,005	-
Capital Projects	-	-	50,000	-
Total Capital Expenditures	-	-	60,005	-
Total Requirements	1,148,256	1,152,562	1,262,056	1,238,680
Ending Fund Balance (Fund Basis)	104,652	(51,415)	1,233	1,233
Cash Flow Reserve - 50% of Operating Expenses			504,861	619,340
Estimated Unreserved Cash and Investments			(503,628)	(618,107)
Operating Surplus (Deficit)	$ (5,408)	$ (156,067)	$ 62,653	$ -

Debt Service Fund

Budget Summary Sheet

	2015 Actual	2016 Actual	2017 Approved Budget	2018 Proposed Budget
Beginning Fund Balance (Fund Basis)	$ (5,244)	$ 316,392	$ 320,998	$ 269,583
Operating Revenues:				
Transfer from Park Sales Tax	1,139,263	838,263	839,515	840,665
Interest	186	594	500	1,250
Other Rev. Sources/Transfers	-	4,637	51,415	51,170
Total Operating Revenues	1,139,449	843,494	891,430	893,085
Total Resources Available	1,134,205	1,159,886	1,212,428	1,162,668
Operating Expenditures:				
Transfer out to Community Center Fund			51,415	51,170
Debt Service	817,813	838,888	840,015	841,915
Total Operating Expenditures	817,813	838,888	891,430	893,085
Total Requirements	817,813	838,888	891,430	893,085
Ending Fund Balance (Fund Basis)	316,392	320,998	320,998	269,583
Use of fund balance (Other Rev Sources)			(51,415)	(51,170)
Ending Fund Balance after Use			269,583	218,413
Debt Service Reserve (3 months accrual)			$ 222,858	$ 223,271
Estimated Unreserved Cash and Investments			46,726	(4,858)
Operating Surplus (Deficit)			$ -	$ -

Sales Tax Fund

Budget Summary Sheet

	2015 Actual	2016 Actual	2017 Approved Budget	2018 Proposed Budget
Beginning Fund Balance (Fund Basis)	$ 583,785	$ 109,125	$ 146,851	$ 72,877
Operating Revenues:				
Sales Taxes	$ 1,140,669	$ 1,012,932	$ 1,021,000	$ 1,024,400
Interest	3,092	792	1,000	1,000
Transfer from Reserve	-	-	73,974	-
Total Operating Revenues	1,143,761	1,013,724	1,095,974	1,025,400
Total Resources Available	1,727,546	1,122,849	1,242,825	1,098,277
Operating Expenditures:				
Transfers Out	1,618,421			
Transfer to Community Center		137,735	258,709	184,735
Transfer to Debt Service		838,263	837,265	840,665
Total Operating Expenditures	1,618,421	975,998	1,095,974	1,025,400
Total Requirements	1,618,421	975,998	1,095,974	1,025,400
Ending Fund Balance (Fund Basis)	$ 109,125	$ 146,851	$ 146,851	$ 72,877