THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
DECEMBER 12, 2023
6:00 PM

I. Call to Order

1. Roll Call

II. Public Participation

III. Ceremonial Matters

IV. Approval of Minutes

1. November 14, 2023 Park Board Minutes

V. Parks and Recreation Department

1. Rental Rate Restructure
2. Director's Report
3. Budget Report

VI. Other Business

VII. Adjourn from Regular Session

Posted on City Hall Bulletin Board this day of

____
Grant Purkey, Parks & Recreation Director

Publish

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: **Park Board**
FROM: **Grant Purkey,**
DATE: **December 8, 2023**
SUBJECT: **November 14, 2023 Park Board Minutes**

Type of Item: *Approval*

1. Action Item (ID # 4715)

November 14, 2023 Park Board Minutes

Attachments:

November 14, 2023 Park Board Minutes (DOC)

City of Harrisonville est. 1836

MINUTES
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
NOVEMBER 14, 2023
6:00 PM

I. Call to Order

The meeting was called to order at 6:00 PM by Chairman Laura Frees.

Attendee Name	Organization	Title	Status	Arrived
Brent Caruthers	Harrisonville		Absent	
Aaron Bollinger	Harrisonville		Present	
David Atkinson	Harrisonville		Present	
Cathy Faris	Harrisonville		Absent	
Laura Frees	Harrisonville		Present	
Ed Roberts	Harrisonville		Present	
Kim Troby	Harrisonville		Absent	
Vanessa Hargrave	Harrisonville		Present	
Mindy Sidwell	Harrisonville		Present	

Others present were Parks & Recreation Director Grant Purkey, Aquatics Manager Toby Godwin, Recreation & Member Services Manager Nichole Cogbill, Mayor Mike Zaring, Park Board Liaison Sandy Franklin and Recording Secretary Randy Jones.

II. Public Participation – Scott Emmons inquired about three major clearances along the trail at the park. Director Purkey stated that staff has been clearing out some dead trees and brush.

III. Ceremonial Matters – none

IV. Approval of Minutes

1. October 10, 2023 Park Board Minutes

a. Motion to accept by Vanessa Hargrave with a second by Aaron Bollinger. Motion carried.

RESULT:	**APPROVED [UNANIMOUS]**
AYES:	David Atkinson, Vanessa Hagrave, Laura Frees, Aaron Bollinger, Ed Roberts, Mindy Sidwell
ABSENT:	Cathy Faris, Brent Caruthers, Kim Troby
ABSTAIN:	

V. Parks and Recreation Department

1. Parks & Recreation COP update

a. Joey McLiney gave a presentation to the board members regarding the COP budget and corresponding annual payments. The remaining available balance is $170,496.01.

2. HCC Inclement Weather Policy

a. Director Purkey presented a proposed inclement weather policy for the Community Center. There was discussion regarding the offering of evening classes if the weather/roads have cleared up. A motion to accept the proposed policy was made by Aaron Bollinger with a second by Vanessa Hargrave. Motion carried with all in favor.

3. HCC Membership Drive

a. Nichole Cogbill presented to the board members the possibility of having a raffle in conjunction with the annual membership drive instead of giving promotional items. Ed Roberts mentioned T-shirts are always good and Vanessa Hargrave said she would help with a shirt design. Vanessa suggested doing a survey monkey with the ones who participated in the membership drive last year to see what they would prefer. There is a $3,000 budget for the membership drive. It was decided to do some raffle items, such as gift cards, hoodies, larger items, and to use remaining promotional items from previous years.

4. Director's Report Presented by Grant Purkey. (Complete report attached to agenda)

a. Staff met with Ben Costner to plan the installation of the Omega Trail Mapping Eagle Scout project.

b. Director Purkey attended a meeting with Rent.Fun to discuss a self-service kayak rental at the City Park. It would be a 50/50 revenue split. The rental price can be set by the park board and start with placement at Lake Luna. The board agreed for Director Purkey to go forward with seeking more information on this project.

c. Director Purkey stated that the incentive program and items that have been discussed for next season's employees would have to be taxed. They will look further into this and the tracking of this plan.

VI. Other Business

a. Laura Frees asked about the disc golf course and Director Purkey gave an update and the plan to start pouring the pads on the front.

b. Director Purkey stated that the sonar arch has been delivered. They will meet to discuss the installation of this at the park soon.

c. Laura Frees asked about the possibility of a skate park in the area of the old electric building. Director Purkey stated they are looking at grants and funding for this. Vanessa Hargrave suggested contacting Kyle Osborn who could give some incite.

d. Ed Roberts asked about the tennis courts. Director Purkey stated he has not heard back from the asphalt company, but he has been in contact with the HHS Athletic Director. Ed asked about the Royal Street project and Director Purkey said he will email the board members after he attends a meeting regarding this project next week.

e. Vanessa Hargrave said the Marler Wirt Allen Park was looking great. She is going to reach out to the HHS welding class about possible arches at the entrances.

f. Sandy Franklin said that Wal-Mart would be able to help with obtaining flowers for the parks again next season.

g. Mayor Zaring thanked everyone for their hard work and support.

h. Meeting adjourned at 7:00 p.m.

Next Regular Meeting Scheduled for Tuesday, December 12, 2023

____
Laura Frees, Chairman

ATTEST:

____
Randy Jones, Recording Secretary

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: Park Board
FROM: Grant Purkey,
DATE: December 8, 2023
SUBJECT: Rental Rate Restructure

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: **Grant Purkey**

Requested Actions: **Approval**

Date of Application: 12-8-23

PROPOSAL

We have conducted a thorough analysis and are proposing a new rental rate structure for the year 2024.

PREVIOUS ACTIONS

Park Board agreed with the Rental Rates restructure but requested that Director can apply a discount for frequent rentals.

KEY ISSUES

Attached to this report, you will find the proposed 2024 rental rate structure, which reflects the changes we recommend based on various factors such as operational costs, maintenance expenses, and market trends. These proposed rates aim to strike a balance between affordability for our community members and ensuring the sustainability of our facilities.

In addition to the proposed rate structure, we have also included a rental rate comparison of other area parks and recreation departments. This analysis provides valuable insights into how our current rates compare to those of similar facilities in neighboring communities.

STAFF COMMENTS AND SUGGESTIONS

We believe that updating our rental rates is crucial to maintaining the quality and availability of our facilities. The proposed rates have been carefully calculated to account for inflation and rising operational costs, while also considering the financial impact on our residents and organizations that utilize our spaces.

STAFF RECOMMENDATION

Staff recommends approval.

ATTACHMENTS

- Proposed 2024 Rental Rates
- Facility Request Form
- Director Discount Request Form

STAFF CONTACT:
Grant Purkey
816-380-8980
gpurkey@harrisonville.com

1. Action Item (ID # 4716)

Rental Rate Restructure

Attachments:

facility request form draft (PDF)

HARRISONVILLE
COMMUNITY CENTER
Rental Rates

All rates are hourly. Please note there is a 20% premium on Saturdays & Sundays. This cost is in orange .

CASS
C: $40/$48 M/B: $50/$60 N: $63/$75 COM: $77/$94

Cater's Kitchen located in the Cass Room is available with Cass room rental or a Jefferson Courtyard rental at no additional charge.

HARRISON
C: $33/$40 M/B: $41/$49 N: $51/$61 COM: $64/$76

VAN BUREN
C: $35/$42 M/B: $44/$53 N: $55/$66 COM: $69/$83

CASS+HARRISON
C: $65/$78 M/B: $81/$97 N: $101/$121 COM: $126/$151

HARRISON+VAN BUREN
C: $60/$72 M/B: $75/$90 N: $94/$113 COM: $118/$142

JEFFERSON COURTYARD
C: $95/$114 M/B: $119/$143 N: $149/$179 COM: $186/$223

PARTY PIT
C: $35/$42 M/B: $44/$53 N: $55/$66 COM: $69/$83

SOCIAL HALL
C: $55/$66 M/B: $69/$83 N: $86/$103 COM: $108/$130

FITNESS STUDIO
C: $35/$42 M/B: $44/$53 N: $55/$66 COM: $69/$83

GYM 1/2 COURT
C: $45/$54 M/B: $56/$67 N: $70/$84 COM: $88/$106

GYM FULL COURT
C: $60/$72 M/B: $75/$90 N: $94/$113 COM: $118/$142

*Cost for swimming or other recreational use of the facility is not included in rental rate, $4 per swimmer for ages 5+ for Non-Members.

C= Civic Group- Requires 501(c)(3) or Tax-Exempt Proof
M/B= HCC Member or Local Business
N= Non-Member
COM= Commerical- When a fee will be charged by the renter to others to use the facility, i.e., admissions, advance ticket sales or registration fees; or when company business will be conducted. HPR will be entitled to 10% of revenue collected on premise and a Harrisonville Business License will be required. Non-profit organizations will require a Certificate of Good Stand

ROOM SIZE

Cass
60x26 | 1560 SQ FT | Seating: 104 | Standing: 223
Harrison
53x25 | 1325 SQ FT | Seating: 72 | Standing 154
Van Buren
54x30 | 1620 SQ FT | Seating: 111 | Standing: 238
Cass + Harrison
113x51 | 2885 SQ FT | Seating: 176 | Standing: 377
Harrison + Van Buren
107x55 | 2945 SQ FT | Seating: 183 | Standing: 392
Jefferson Courtyard
167x81 | 4505 SQ FT | Seating: 287 | Standing: 615

AFTER HOURS

All non-pool related room rentals that occur after normal operating hours will be subject to an additional $35 per hour staffing charge.

POOL AFTER HOURS

1-50 GUESTS
C: $188 M/B: $235 N: $294 COM: $368
51-100 GUESTS
C: $252 M/B: $315 N: $394 COM: $493
101-150 GUESTS
C: $344 M/B: $430 N: $538 COM:$673

- Pool rentals are a 2-hour package and include the Party Pit. Pool rentals are only available outside of normal operating hours.

LOCK-IN

Includes:
Gym- Basketball/Volleyball Courts
Swimming Pool (3 Consecutive Hours)
Jefferson Courtyard
Audio Visual Equipment
Pool Table & Ping Pong Table

Excludes:
Entire Upstairs
All Fitness Equipment
Pure Energy Room

$600 | 4 Hours
$1200 | 8 Hours
Plus $600 Refundable Damage Deposit

DEPOSIT

Renters are responsible for any damages that occur and will cover the associated costs. Renters will be notified prior to any additional charges being made. Failure to cover damages will result in restrictions on future rentals.

Rentals with alcohol will have a $250 non-refundable deposit due at the time of booking. Renters will also need to provide the following documents:
License, Permits & Insurance.

Attachment: facility request form draft (Rental Rate Restructure)

HARRISONVILLE
COMMUNITY CENTER

FACILITY REQUEST FORM

PLEASE NOTE: This is a "REQUEST" form only and does NOT guarantee a reservation. If you do not receive a phone call within 48 hours, please contact Nichole Cogbill at (P) 816.380.8980 ext. 5986 or ncogbill@harrisonville.com

RENTER INFORMATION

Organization/Contact Name: ______________________________

Address : ______________________________

City : ____________ **State :** ____________ **Zip :** ____________

Phone Number : ____________ **Email Address :** ____________

Room(s) Requested : ____________ **Date :** ____________

Start Time : ____________ **End Time :** ____________

(Include rental time needed for your set-up & clean-up)

Reservation Purpose : ____________ **Headcount :** ____________

Please answer the following questions:
(below pertains to the Cass, Harrison, Van Buren & Jefferson Courtyard rooms only)

Do you plan to serve alcohol at your event ($250 fee)? : ☐ Yes ☐ No

(License, Permits & Insurance Coverage Requirements must be obtained)

Do you plan to have a caterer?: ☐ Yes ☐ No

Will you require any Audio or Visual equipment ($25 fee)?: ☐ Yes ☐ No

Check all that apply (There is a $25 fee for the use of one or all)

*Cordless Mic *DVD Player *Overhead Projector/Drop Screen *32" Flat Screen TV on Cart
*American Flag *Podium *Portable Bar *White Board

Please list any preliminary or final set-up requests.
(Round tables 60" diameter & seat 8 max, Rectangle tables 96" long)

____

____

____

Reservation fee for the rental must be made in full at the time of booking. Set up and clean up time is included in your rental time. Failure to vacate the facility at the agreed upon time will result in an additional charge of $25 for each additional 15 minutes. Rental cancellations made 2 weeks prior to the rental date will receive a full refund. Rental cancellations made less than 2 weeks prior to the rental date will receive a 50% refund. Cancellations made on Shelter House reservations are non-refundable.

More Information :

2400 Jefferson Parkway, PO Box 367

(P) 816.380.8980 (F) 816.380.8987

www.HarrisonvilleParks.com

THANK YOU

OFFICE USE ONLY

Date: : ____________

Time: : ____________

Staff Initials : ____________

Attachment: facility request form draft (Rental Rate Restructure)

REQUEST FORM

DIRECTOR DISCOUNT

The Director's Discount is an exclusive offering to extend specialized rental discounts to civic groups under specific criteria. This unique discount is designed to foster long-term relationships and collaboration with civic organizations that play a significant role in our community.

CONTACT NAME

GROUP/ORGANIZATION NAME

501(C)(3) OR TAX-EXEMPT NUMBER

ADDRESS

CITY

ZIP CODE

PHONE NUMBER

EMAIL ADDRESS

The following questions act as qualifying factors, providing a transparent and fair method for determining eligibility for additional discounts. A "yes" response entitles you to a 33% discount. Discounts may be stacked, allowing for cumulative savings based upon qualifying criteria.

Please answer the following questions:

How long have you been a renter of our facilities?

- Less than 6 months
- 6 months to 1 year
- 1 to 2 years
- More than 2 years

Does your organization currently sponsor or partner with our organization?

- Yes, we are a current sponsor: ____
- Yes, we partner with HPR in the form of: ____
- No, we are not currently involved in sponsorship or a partnership with HPR.

How does your rental activity contribute to the overall benefit of the community?

____

____

Signature:_____________________________

Date: / /

THANK YOU

STAFF REPORT

TO: **Park Board**
FROM: **Grant Purkey,**
DATE: **December 8, 2023**
SUBJECT: **Director's Report**

Type of Item: *Discussion*

2. Discussion Item (ID # 4714)

Director's Report

Attachments:

Directors Report December 23 (DOCX)

Monthly Report – Harrisonville Parks & Recreation | December 2023

<u>November 2023- HCC</u>

Membership Statistics

- **Total Memberships-** 2829
- **Total Number of Members-** 5120
- **Total Monthly Visits (HCC)-** 8690

Most Popular Day of Month (HCC)- Nov. 27th- 441 visits
Most Popular Time (HCC)- 5am- 834 visits

<u>Sandwich Board Marketing</u>

- Day Camp
- December Membership Promotion

Harrisonville Parks and Recreation Foundation Balance $210,366.88
Harrisonville Dog Park Balance $5,956.39

Administration:

- Staff attended the MRPA Lunch & Learn on Navigating Social Media on November 9th
- Director Purkey attended the Royal Street Extension core meeting on November 16th & 21st
- Trans Systems presented to the BOA and Park Board the Royal Street Extension Project at the November 20th work session
- City staff met with MDC to discuss street trees and tree ordinances
- Director Purkey continues conversations with Rent.Fun to discuss ways we can install self-service kayak rentals at City Park
- Staff met with Preferred Employment Services to discuss the 6 week Summer Work Experience Program
- Director Purkey attended the LSR7 Hospitality & Recreation Committee meeting on December 30th
- Director Purkey attended the Active Transportation Programming Committee meeting on December 6th

Community Center:

- Staff attended the ductwork replacement pre-construction meeting on December 4th
- Staff repaired door sweep on the Senior Kitchen door at the center
- Staff repaired holes in drywall in the weight room and cafeteria
- Staff repaired broken boards in the pool sauna
- Four Seasons Electric installed new entryway lights
- Commercial Aquatics assisted staff with hot tub chemtrol unit
- Foley serviced the HCC generator

Parks:

- Staff Decorated the Mayor's Christmas Tree on the Square
- Staff conducted routine daily maintenance, pick up trash, empty barrels and clean restrooms
- Trimmed and removed dangerous trees along all the trails

- Remove portable toilets throughout the parks for the winter
- Repaired grill at shelter 8
- Prepared flower beds for the winter
- Removed old swing set and play structure at City Park
- Prepared site for new playground installation
- Staff attended Certified Playground Safety Inspector training and earned certifications
- Staff met with Chad Kelly to discuss disc golf tee pad placements at Lords Park
- Staff decorated MWA Park for the Holidays including a new archway light tunnel

Aquatics:

- Swim lessons current have 4 enrolled
- Currently have 22 lifeguards on staff

Recreation:

- Youth Basketball ended up with 187 participants and 25 teams

Fitness:

- Silver Sneakers averaged 27 participants
- Silver Sneakers Circuit averaged 12 participants
- Get Fit Boot Camp averaged 4 participants
- Zumba averaged 14 participants
- Martial Arts 3 participants
- Basic Water Aerobics averaged 15 participants
- Turbo Kick averaged 6 participants
- P90X averaged 2 participants
- Aquacise – averaged 7 participants
- Restorative Yoga – averaged 2 participants
- Vinyasa Yoga – averaged 2 participants
- Irish Dance – 5 participants
- Total Toning – averaged 7 participants
- Spin Class – averaged 3 participants

Events:

- Mayor Christmas Tree lighting on December 2nd

Programs:

- Fit Kids before and after school – Morning 65 and afternoon 52 in November
- Home School PE – December 13 participants
- Day Camps – Averaging 6 participants
- Classes starting in 2024
    - Instant Piano for Hopelessly Busy People
    - Instant Guitar for Hopelessly Busy People
    - WITS Workout

- AARP Driver Safety
- Medicare 101
- Intro to Bees and Beekeeping
- Woven Quilt Class
- Dimension Quilt Class
- Learn to Sew Kids Class

Staffing:

- Hiring for Part-time Recreation Attendants, Front Desk/Tot Watch Attendants, Lifeguards.
- Hiring for Recreation Coordinator.
- Alex Slocum was promoted to Recreation/Fitness Manager.

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: **Park Board**
FROM: **Grant Purkey,**
DATE: **December 8, 2023**
SUBJECT: **Budget Report**

Type of Item: *Discussion*

3. Discussion Item (ID # 4717)

Budget Report

Attachments:

Budget Report (PDF)

City of Harrisonville, MO

Budget Report

Account Summa

For Fiscal: 2023 Period Ending: 11/30/20

Fund: 11 - PARK FUND

Revenue

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Perc Remai
11-5111	REAL ESTATE TAXES	160,000.00	160,000.00	37.65	85,233.47	-74,766.53	46.7
11-5112	PERSONAL PROPERTY TAX	31,000.00	31,000.00	402.67	29,349.64	-1,650.36	5.3
11-5113	SUR TAX MERCHANTS/REPLACEME...	16,000.00	16,000.00	1.72	9,560.99	-6,439.01	40.2
11-5117	CORPORATE/RR/UTILITY TAX	2,000.00	2,000.00	0.00	4,646.59	2,646.59	232.3
11-5121	FINANCIAL INSTITUTION TAX	500.00	500.00	0.00	0.00	-500.00	100.0
11-5307	RENTAL INCOME	16,500.00	16,500.00	501.91	12,021.77	-4,478.23	27.1
11-5309	SHOOTING RANGE REVENUE	4,000.00	4,000.00	0.00	4,211.69	211.69	105.2
11-5334	CONCESSIONS BALL FIELD	8,000.00	8,000.00	0.00	2,256.78	-5,743.22	71.7
11-5418	MISC RECREATION PROGRAMS	7,000.00	7,000.00	0.00	10,865.00	3,865.00	155.2
11-5427	YOUTH REC BASE/SOFT BALL	44,000.00	44,000.00	-50.00	34,465.50	-9,534.50	21.6
11-5428	YOUTH COMP BASE/SOFT BALL	2,000.00	2,000.00	0.00	0.00	-2,000.00	100.0
11-5430	ADULT SOFTBALL	5,400.00	5,400.00	0.00	0.00	-5,400.00	100.0
11-5510	MISCELLANEOUS	5,000.00	5,000.00	0.00	6,806.96	1,806.96	136.1
11-5520	SPONSORS	3,000.00	3,000.00	0.00	0.00	-3,000.00	100.0
11-5535	AUCTION & SURPLUS SALES	0.00	0.00	0.00	9,767.00	9,767.00	0.0
11-5537	DONATIONS	0.00	0.00	0.00	350.00	350.00	0.0
11-5815	INTEREST INCOME	200.00	200.00	0.00	0.00	-200.00	100.0
11-5930	TRANSFER FROM GENERAL FUND	265,945.00	265,945.00	0.00	88,648.32	-177,296.68	66.6
11-5934	TRANSFER FROM RESERVE	0.00	104.09	0.00	0.00	-104.09	100.0
11-5936	LEASE PROCEEDS	0.00	76,699.00	0.00	0.00	-76,699.00	100.0
	Revenue Total:	**570,545.00**	**647,348.09**	**893.95**	**298,183.71**	**-349,164.38**	**53.9**

Expense

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Perc Remai
11-0240-0351-00	COMPUTER EQUIPMENT	10,000.00	10,000.00	0.00	7,503.13	2,496.87	24.9
11-0990-4218-00	OUTDOOR POOL IMPROVEMENTS	0.00	80,839.00	0.00	4,140.00	76,699.00	94.8
11-1125-0101-00	SALARY FULLTIME	161,790.00	161,790.00	5,914.66	119,955.82	41,834.18	25.8
11-1125-0102-00	SALARY PARTTIME	27,180.00	27,180.00	0.00	15,128.29	12,051.71	44.3
11-1125-0103-00	SALARY OVERTIME	3,336.45	3,336.45	278.58	5,879.05	-2,542.60	-76.2
11-1125-0104-00	FICA	14,202.00	14,202.00	467.70	10,462.91	3,739.09	26.3
11-1125-0106-00	WORKERS COMP	8,547.00	8,547.00	712.25	7,834.75	712.25	8.3
11-1125-0107-00	RETIREMENT	18,700.00	18,700.00	415.07	12,937.21	5,762.79	30.8
11-1125-0108-00	HEALTH INSURANCE	60,646.00	60,646.00	2,340.60	45,503.00	15,143.00	24.9
11-1125-0109-00	DENTAL INSURANCE	1,095.00	1,095.00	49.39	1,145.12	-50.12	-4.5
11-1125-0110-00	OTHER PAYROLL INSURANCE	740.00	740.00	28.41	704.81	35.19	4.7
11-1125-0201-00	UTILITIES	28,000.00	28,104.09	946.61	19,192.47	8,911.62	31.7
11-1125-0203-00	PRINTING & ADVERTISING	1,034.15	1,034.15	0.00	187.23	846.92	81.9
11-1125-0207-00	TRAVEL & TRAINING	2,150.00	3,210.00	80.00	2,400.00	810.00	25.2
11-1125-0210-00	MAINTENANCE & REPAIRS	3,316.00	3,316.00	0.00	792.59	2,523.41	76.1
11-1125-0211-00	EQUIPMENT MAINTENANCE	11,858.00	10,478.00	20.00	3,980.31	6,497.69	62.0
11-1125-0213-00	UNIFORM MAINTENANCE	3,600.00	3,600.00	2,045.97	3,312.65	287.35	7.9
11-1125-0216-00	OTHER CONTRACTUAL SERVICE	29,250.00	30,628.02	1,434.35	30,052.37	575.65	1.8
11-1125-0302-00	GAS, OIL & GREASE	24,437.00	18,081.35	1,436.11	14,703.26	3,378.09	18.6
11-1125-0307-00	EQUIPMENT MAINTENANCE	6,000.00	6,000.00	0.00	4,059.94	1,940.06	32.3
11-1125-0310-00	SUPPLIES	23,242.00	23,072.00	3,175.06	10,973.76	12,098.24	52.4
11-1125-0320-00	CONCESSION SUPPLIES	4,500.00	4,500.00	133.62	3,530.31	969.69	21.5
11-1125-0323-00	YOUTH BASE/SOFT BALL SUPPLIES	17,930.00	19,257.63	0.00	17,894.63	1,363.00	7.0
11-1125-0324-00	ADULT LEAGUE SUPPLIES	3,660.00	3,557.37	0.00	0.00	3,557.37	100.0
11-1125-0325-00	SPECIAL EVENTS SUPPLIES	1,500.00	1,500.00	111.73	1,492.14	7.86	0.5
11-1125-0401-00	INSURANCE	24,000.00	24,000.00	0.00	31,377.74	-7,377.74	-30.7
11-1125-0403-00	DUES & SUBSCRIPTIONS	500.00	500.00	0.00	500.00	0.00	0.0
11-1125-0430-00	OFFICE FACILITIES & SERVICES	13,000.00	13,000.00	1,100.87	11,934.17	1,065.83	8.2

Budget Report **For Fiscal: 2023 Period Ending: 11/30/2023**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
11-1125-0496-00	EQUIPMENT LEASE	66,330.69	85,060.76	48,126.87	104,234.06	-19,173.30	-22.5
	Expense Total:	**570,544.29**	**665,974.82**	**68,817.85**	**491,811.72**	**174,163.10**	**26.1**
	Fund: 11 - PARK FUND Surplus (Deficit):	**0.71**	**-18,626.73**	**-67,923.90**	**-193,628.01**	**-175,001.28**	**-939.5**
Fund: 13 - AQUATIC CENTER FUND							
Revenue							
13-5333	SWIMMING POOL USE FEE	104,500.00	104,500.00	0.00	79,663.00	-24,837.00	23.7
13-5334	CONCESSIONS AQUATIC CTR	37,000.00	37,000.00	0.00	26,274.53	-10,725.47	28.9
13-5336	POOL SEASON PASSES	39,600.00	39,600.00	0.00	44,507.89	4,907.89	112.3
13-5509	NON TAXABLE MISC	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.0
13-5510	MISCELLANEOUS	4,000.00	4,000.00	0.00	9,966.12	5,966.12	249.1
13-5815	INTEREST INCOME	300.00	300.00	0.00	0.00	-300.00	100.0
13-5931	TRANSFER FROM OTHER FUNDS	96,158.00	96,158.00	8,013.16	88,144.76	-8,013.24	8.3
	Revenue Total:	**282,558.00**	**282,558.00**	**8,013.16**	**248,556.30**	**-34,001.70**	**12.0**
Expense							
13-0240-0504-00	MACHINERY & EQUIPMENT	7,500.00	6,709.94	0.00	6,708.39	1.55	0.0
13-1124-0101-00	SALARY FULLTIME	33,730.00	33,730.00	1,329.18	27,759.33	5,970.67	17.7
13-1124-0102-00	SALARY PARTTIME	116,000.11	116,000.11	0.00	103,316.20	12,683.91	10.9
13-1124-0103-00	SALARY OVERTIME	0.00	0.00	0.00	20.12	-20.12	0.0
13-1124-0104-00	FICA	11,460.00	11,460.00	101.70	8,716.26	2,743.74	23.9
13-1124-0106-00	WORKERS COMP	6,610.00	6,610.00	550.83	6,059.13	550.87	8.3
13-1124-0107-00	RETIREMENT	3,980.00	3,980.00	156.85	3,206.79	773.21	19.4
13-1124-0108-00	HEALTH INSURANCE	16,294.00	16,294.00	292.52	11,480.18	4,813.82	29.5
13-1124-0109-00	DENTAL INSURANCE	270.00	270.00	10.15	216.04	53.96	19.9
13-1124-0110-00	OTHER PAYROLL INSURANCE	175.00	175.00	7.49	130.70	44.30	25.3
13-1124-0201-00	UTILITIES	28,791.00	28,791.00	127.60	26,941.07	1,849.93	6.4
13-1124-0203-00	PRINTING & ADVERTISING	180.00	120.00	0.00	0.00	120.00	100.0
13-1124-0210-00	MAINTENANCE & REPAIR	2,090.00	2,090.00	0.00	2,089.18	0.82	0.0
13-1124-0211-00	EQUIPMENT MAINTENANCE	4,400.00	4,007.65	0.00	2,860.83	1,146.82	28.6
13-1124-0216-00	OTHER CONTRACTUAL SERVICE	1,200.00	1,200.00	0.00	1,200.00	0.00	0.0
13-1124-0303-00	CHEMICALS	9,067.50	9,067.50	0.00	8,995.78	71.72	0.7
13-1124-0304-00	UNIFORMS	195.00	766.00	0.00	766.00	0.00	0.0
13-1124-0307-00	EQUIPMENT MAINTENANCE	1,200.00	1,200.00	0.00	1,118.65	81.35	6.7
13-1124-0310-00	SUPPLIES	4,415.00	5,762.42	0.00	5,000.84	761.58	13.2
13-1124-0320-00	CONCESSION SUPPLIES	16,000.00	15,323.99	0.00	17,166.75	-1,842.76	-12.0
13-1124-0401-00	INSURANCE	12,000.00	12,000.00	0.00	15,217.09	-3,217.09	-26.8
13-1124-0430-00	OFFICE FACILITIES & SERVICES	7,000.00	7,000.00	583.33	6,416.63	583.37	8.3
	Expense Total:	**282,557.61**	**282,557.61**	**3,159.65**	**255,385.96**	**27,171.65**	**9.6**
	Fund: 13 - AQUATIC CENTER FUND Surplus (Deficit):	**0.39**	**0.39**	**4,853.51**	**-6,829.66**	**-6,830.05**	**1,294.8**
Fund: 15 - COMMUNITY CENTER FUND							
Revenue							
15-5022	PARK SALES TAX	1,400,000.00	1,400,000.00	131,176.87	1,320,373.49	-79,626.51	5.6
15-5350	C. CENTER DAILY PASSES	76,000.00	76,000.00	4,786.00	60,596.00	-15,404.00	20.2
15-5351	ANNUAL MEMBERSHIPS	648,900.00	648,900.00	48,804.74	547,957.74	-100,942.26	15.5
15-5352	SENIOR RENT	7,000.00	7,000.00	638.14	7,019.54	19.54	100.2
15-5353	SWIM TEAM RENT	6,000.00	6,000.00	432.00	2,484.00	-3,516.00	58.6
15-5354	C. CENTER ROOM RENTAL	51,000.00	51,000.00	6,170.40	47,183.40	-3,816.60	7.4
15-5355	SPECIAL EVENTS	6,000.00	6,000.00	0.00	2,740.00	-3,260.00	54.3
15-5356	OVERTIME FEES	1,000.00	1,000.00	45.00	318.75	-681.25	68.1
15-5358	ALCOHOL APPLICATION FEES	50.00	50.00	0.00	0.00	-50.00	100.0
15-5359	TOT WATCH FEES	3,000.00	3,000.00	231.00	2,466.00	-534.00	17.8
15-5406	YOUTH BASKETBALL	15,470.00	15,470.00	20.00	15,608.64	138.64	100.9
15-5407	SUMMER CAMP	69,080.00	69,080.00	-364.00	83,560.00	14,480.00	120.9
15-5408	TINY TIKES PROGRAMS	4,000.00	4,000.00	0.00	0.00	-4,000.00	100.0
15-5409	YOUTH VOLLEYBALL	9,900.00	9,900.00	-167.50	14,000.00	4,100.00	141.4
15-5410	BEFORE & AFTER SCHOOL PROGRA...	64,000.00	64,000.00	3,188.20	25,572.20	-38,427.80	60.0
15-5417	ADULT BASKETBALL	3,000.00	3,000.00	0.00	0.00	-3,000.00	100.0
15-5418	MISC RECREATION PROGRAMS	25,000.00	25,000.00	275.00	5,613.20	-19,386.80	77.5

Budget Report **For Fiscal: 2023 Period Ending: 11/30/2023**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
15-5421	FITNESS CLASSES	15,000.00	15,000.00	682.13	8,066.82	-6,933.18	46.2
15-5422	WATER AEROBICS	2,000.00	2,000.00	0.00	378.00	-1,622.00	81.1
15-5423	SWIM LESSONS	14,000.00	14,000.00	220.00	9,985.00	-4,015.00	28.6
15-5425	LIFEGUARD TRAINING	3,000.00	3,000.00	0.00	0.00	-3,000.00	100.0
15-5427	ADULT VOLLEYBALL	5,400.00	5,400.00	0.00	250.00	-5,150.00	95.3
15-5509	NON-TAXABLE MISC	1,000.00	1,000.00	4.62	341.89	-658.11	65.8
15-5510	MISCELLANEOUS	22,750.00	22,750.00	315.00	6,194.24	-16,555.76	72.7
15-5516	SHORT & OVER	20.00	20.00	13.75	-141.09	-161.09	805.4
15-5519	ON-SITE SALES COMMISSION	2,000.00	2,000.00	245.98	1,069.52	-930.48	46.5
15-5520	SPONSORS	1,000.00	1,000.00	0.00	350.00	-650.00	65.0
15-5521	PERSONAL TRAINER	8,000.00	8,000.00	720.00	7,670.00	-330.00	4.1
15-5524	ACTIVATION FEE	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.0
15-5537	DONATIONS	400.00	400.00	0.00	0.00	-400.00	100.0
15-5815	INTEREST INCOME	700.00	700.00	0.00	1.56	-698.44	99.7
15-5934	TRANSFER FROM RESERVE	0.00	9,313.09	0.00	0.00	-9,313.09	100.0
15-5936	LEASE PROCEEDS	0.00	0.00	0.00	668.24	668.24	0.0
	Revenue Total:	**2,469,670.00**	**2,478,983.09**	**197,437.33**	**2,170,327.14**	**-308,655.95**	**12.4**
Expense							
15-0103-0101-00	SALARY FULLTIME	153,885.00	153,885.00	3,394.53	140,899.08	12,985.92	8.4
15-0103-0102-00	SALARY PARTTIME	115,534.60	115,534.60	4,872.39	120,931.83	-5,397.23	-4.6
15-0103-0103-00	SALARY OVERTIME	0.00	0.00	0.00	77.90	-77.90	0.0
15-0103-0104-00	FICA	20,510.00	20,510.00	627.48	21,753.01	-1,243.01	-6.0
15-0103-0106-00	WORKERS COMP	12,735.00	12,735.00	1,061.25	11,673.75	1,061.25	8.3
15-0103-0107-00	RETIREMENT	18,005.00	18,005.00	400.55	17,349.75	655.25	3.6
15-0103-0108-00	HEALTH INSURANCE	24,591.00	32,851.77	931.19	32,705.78	145.99	0.4
15-0103-0109-00	DENTAL INSURANCE	765.00	765.00	20.82	844.54	-79.54	-10.4
15-0103-0110-00	OTHER PAYROLL INSURANCE	670.00	670.00	16.68	746.28	-76.28	-11.3
15-0103-0203-00	PRINTING & ADVERTISING	5,100.00	5,100.00	0.00	501.48	4,598.52	90.1
15-0103-0205-00	POSTAGE	200.00	200.00	0.00	0.00	200.00	100.0
15-0103-0207-00	TRAVEL & TRAINING	3,000.00	2,729.51	0.00	1,643.35	1,086.16	39.7
15-0103-0211-00	EQUIPMENT MAINTENANCE	4,584.00	4,584.00	42.38	2,002.58	2,581.42	56.3
15-0103-0216-00	OTHER CONTRACTUAL SERVICE	6,965.20	5,190.20	302.59	2,392.42	2,797.78	53.9
15-0103-0218-00	CREDIT CARD PROCESSING FEES	15,000.00	15,000.00	1,319.21	18,405.45	-3,405.45	-22.7
15-0103-0304-00	UNIFORMS	1,000.00	2,000.00	0.00	983.00	1,017.00	50.8
15-0103-0305-00	SAFETY EQUIPMENT	50.00	50.00	0.00	0.00	50.00	100.0
15-0103-0307-00	EQUIPMENT MAINTENANCE	222.00	222.00	0.00	60.00	162.00	72.9
15-0103-0310-00	SUPPLIES	6,200.00	6,200.00	0.00	4,122.94	2,077.06	33.5
15-0103-0401-00	INSURANCE	56,000.00	56,000.00	0.00	77,874.36	-21,874.36	-39.0
15-0103-0402-00	TRANSFER TO DEBT SERVICE	810,562.55	775,562.55	-337,734.39	40,644.45	734,918.10	94.7
15-0103-0403-00	DUES & SUBSCRIPTIONS	1,600.00	1,765.00	137.50	1,760.00	5.00	0.2
15-0103-0430-00	OFFICE FACILITIES & SERVICES	37,000.00	37,000.00	3,167.24	34,000.54	2,999.46	8.1
15-0103-0460-00	BAD DEBT	1,300.00	1,300.00	-60.00	-660.00	1,960.00	150.7
15-0103-0496-00	EQUIPMENT LEASE	55,369.57	55,369.57	37,624.16	79,396.18	-24,026.61	-43.3
15-0240-0216-00	OTHER CONTRACTUAL SERVICES	30,000.00	30,000.00	0.00	21,479.80	8,520.20	28.4
15-0240-0351-00	COMPUTER EQUIPMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	100.0
15-0240-0504-00	MACHINERY & EQUIPMENT	10,000.00	16,332.58	135.73	1,373.04	14,959.54	91.5
15-1119-0101-00	SALARY FULLTIME	70,115.00	70,115.00	4,352.72	57,770.33	12,344.67	17.6
15-1119-0102-00	SALARY PARTTIME	13,956.80	13,956.80	642.84	15,134.83	-1,178.03	-8.4
15-1119-0103-00	SALARY OVERTIME	2,750.00	2,750.00	0.00	153.13	2,596.87	94.4
15-1119-0104-00	FICA	6,605.00	6,605.00	360.45	5,248.57	1,356.43	20.5
15-1119-0106-00	WORKERS COMP	4,101.00	4,101.00	341.75	3,759.25	341.75	8.3
15-1119-0107-00	RETIREMENT	8,541.00	8,541.00	175.30	4,201.50	4,339.50	50.8
15-1119-0108-00	HEALTH INSURANCE	37,730.00	44,220.61	1,996.71	35,273.78	8,946.83	20.2
15-1119-0109-00	DENTAL INSURANCE	850.00	850.00	54.54	802.52	47.48	5.5
15-1119-0110-00	OTHER PAYROLL INSURANCE	445.00	445.00	22.07	532.85	-87.85	-19.7
15-1119-0201-00	UTILITIES	178,500.00	182,923.76	4,287.37	182,670.12	253.64	0.1
15-1119-0211-00	EQUIPMENT MAINTENANCE	4,300.00	4,300.00	0.00	3,985.53	314.47	7.3
15-1119-0216-00	OTHER CONTRACTUAL SERVICE	51,668.00	48,542.31	440.66	44,850.61	3,691.70	7.6

Attachment: Budget Report (Budget Report)

Budget Report **For Fiscal: 2023 Period Ending: 11/30/2023**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
15-1119-0303-00	CHEMICALS	1,500.00	1,500.00	0.00	658.38	841.62	56.1
15-1119-0305-00	SAFETY EQUIPMENT	250.00	250.00	0.00	69.93	180.07	72.0
15-1119-0307-00	EQUIPMENT MAINTENANCE	1,800.00	1,823.56	0.00	1,501.50	322.06	17.6
15-1119-0310-00	SUPPLIES	16,300.00	20,784.84	1,186.25	19,295.56	1,489.28	7.1
15-1119-0350-00	SMALL TOOLS/EQUIPMENT	2,300.00	940.85	0.00	362.41	578.44	61.4
15-1119-0425-00	MDNR PRINCIPAL PAYMENT	9,301.00	9,301.00	0.00	9,300.28	0.72	0.0
15-1119-0440-00	MDNR INTEREST PAYMENT	93.00	93.00	0.00	0.00	93.00	100.0
15-1124-0101-00	SALARY FULLTIME	33,730.00	33,730.00	1,329.15	27,759.10	5,970.90	17.7
15-1124-0102-00	SALARY PARTTIME	109,999.59	109,999.59	3,803.28	84,267.02	25,732.57	23.3
15-1124-0103-00	SALARY OVERTIME	0.00	0.00	0.00	341.47	-341.47	0.0
15-1124-0104-00	FICA	10,995.00	10,995.00	392.62	7,773.64	3,221.36	29.3
15-1124-0106-00	WORKERS COMP	7,664.00	7,664.00	638.67	7,025.37	638.63	8.3
15-1124-0107-00	RETIREMENT	3,980.00	3,980.00	156.85	3,443.75	536.25	13.4
15-1124-0108-00	HEALTH INSURANCE	16,295.00	16,295.00	292.44	5,410.17	10,884.83	66.8
15-1124-0109-00	DENTAL INSURANCE	270.00	270.00	10.09	215.67	54.33	20.1
15-1124-0110-00	OTHER PAYROLL INSURANCE	175.00	175.00	7.44	142.08	32.92	18.8
15-1124-0207-00	TRAVEL & TRAINING	1,125.00	3,005.49	0.00	3,005.49	0.00	0.0
15-1124-0211-00	EQUIPMENT MAINTENANCE	3,600.00	3,600.00	0.00	6,128.59	-2,528.59	-70.2
15-1124-0216-00	OTHER CONTRACTUAL SERVICE	1,250.00	1,250.00	120.00	1,249.00	1.00	0.0
15-1124-0303-00	CHEMICALS	6,265.00	6,265.00	887.00	6,034.90	230.10	3.6
15-1124-0305-00	SAFETY EQUIPMENT	1,080.00	1,080.00	0.00	1,080.00	0.00	0.0
15-1124-0307-00	EQUIPMENT MAINTENANCE	1,670.00	1,670.00	292.80	1,457.44	212.56	12.7
15-1124-0310-00	SUPPLIES	950.00	950.00	0.00	917.84	32.16	3.3
15-1126-0101-00	SALARY FULLTIME	111,692.00	111,692.00	2,207.66	90,153.66	21,538.34	19.2
15-1126-0102-00	SALARY PARTTIME	126,792.00	126,792.00	2,518.17	121,876.68	4,915.32	3.8
15-1126-0103-00	SALARY OVERTIME	1,269.00	1,269.00	0.00	2,106.20	-837.20	-65.9
15-1126-0104-00	FICA	18,325.00	18,325.00	361.53	16,322.75	2,002.25	10.9
15-1126-0106-00	WORKERS COMP	3,931.00	3,931.00	327.58	3,603.38	327.62	8.3
15-1126-0107-00	RETIREMENT	13,301.00	13,301.00	71.97	7,353.68	5,947.32	44.7
15-1126-0108-00	HEALTH INSURANCE	44,248.00	44,248.00	584.88	18,966.58	25,281.42	57.1
15-1126-0109-00	DENTAL INSURANCE	956.00	956.00	20.21	744.68	211.32	22.1
15-1126-0110-00	OTHER PAYROLL INSURANCE	595.00	595.00	14.15	511.67	83.33	14.0
15-1126-0207-00	TRAVEL & TRAINING	500.00	500.00	0.00	500.00	0.00	0.0
15-1126-0211-00	EQUIPMENT MAINTENANCE	750.00	750.00	0.00	534.16	215.84	28.7
15-1126-0216-00	OTHER CONTRACTUAL SERVICE	24,425.00	24,425.00	578.13	13,285.28	11,139.72	45.6
15-1126-0307-00	EQUIPMENT MAINTENANCE	840.00	55.59	0.00	55.59	0.00	0.0
15-1126-0310-00	SUPPLIES	14,670.00	16,081.72	450.00	16,042.52	39.20	0.2
15-1126-0702-00	AEROBICS	500.00	500.00	0.00	211.76	288.24	57.6
15-1126-0706-00	YOUTH BASKETBALL	3,696.00	4,311.96	0.00	550.00	3,761.96	87.2
15-1126-0716-00	YOUTH VOLLEYBALL	2,010.00	2,010.00	0.00	1,999.78	10.22	0.5
15-1126-0718-00	MISC RECREATION PROGRAMS	3,750.00	2,349.49	0.00	2,349.49	0.00	0.0
15-1126-0719-00	ADULT VOLLEYBALL	2,240.00	546.39	0.00	546.39	0.00	0.0
	Expense Total:	**2,379,493.31**	**2,369,173.74**	**-254,815.41**	**1,472,498.37**	**896,675.37**	**37.8**
	Fund: 15 - COMMUNITY CENTER FUND Surplus (Deficit):	**90,176.69**	**109,809.35**	**452,252.74**	**697,828.77**	**588,019.42**	**-535.4**
	Report Surplus (Deficit):	**90,177.79**	**91,183.01**	**389,182.35**	**497,371.10**	**406,188.09**	**-445.4**

Attachment: Budget Report (Budget Report)

Budget Report — **For Fiscal: 2023 Period Ending: 11/30/2023**

Group Summa

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Perc Remain
Fund: 11 - PARK FUND						
Revenue	570,545.00	647,348.09	893.95	298,183.71	-349,164.38	53.9
Expense	570,544.29	665,974.82	68,817.85	491,811.72	174,163.10	26.1
Fund: 11 - PARK FUND Surplus (Deficit):	**0.71**	**-18,626.73**	**-67,923.90**	**-193,628.01**	**-175,001.28**	**-939.5**
Fund: 13 - AQUATIC CENTER FUND						
Revenue	282,558.00	282,558.00	8,013.16	248,556.30	-34,001.70	12.0
Expense	282,557.61	282,557.61	3,159.65	255,385.96	27,171.65	9.6
Fund: 13 - AQUATIC CENTER FUND Surplus (Deficit):	**0.39**	**0.39**	**4,853.51**	**-6,829.66**	**-6,830.05**	**-1,294.8**
Fund: 15 - COMMUNITY CENTER FUND						
Revenue	2,469,670.00	2,478,983.09	197,437.33	2,170,327.14	-308,655.95	12.4
Expense	2,379,493.31	2,369,173.74	-254,815.41	1,472,498.37	896,675.37	37.8
Fund: 15 - COMMUNITY CENTER FUND Surplus (Deficit):	**90,176.69**	**109,809.35**	**452,252.74**	**697,828.77**	**588,019.42**	**-535.4**
Report Surplus (Deficit):	**90,177.79**	**91,183.01**	**389,182.35**	**497,371.10**	**406,188.09**	**-445.4**

Attachment: Budget Report (Budget Report)

Fund Summa

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
11 - PARK FUND	0.71	-18,626.73	-67,923.90	-193,628.01	-175,001.28
13 - AQUATIC CENTER FUND	0.39	0.39	4,853.51	-6,829.66	-6,830.05
15 - COMMUNITY CENTER FUND	90,176.69	109,809.35	452,252.74	697,828.77	588,019.42
Report Surplus (Deficit):	**90,177.79**	**91,183.01**	**389,182.35**	**497,371.10**	**406,188.09**

Attachment: Budget Report (Budget Report)