

# May 2023

## *Park Board Meeting Packet*



*LSPR co-hosted an inclusion event at Harris Park with LSR7. Meet Me At The Park had 135 in attendance*



*126 new and returning employees were in attendance for seasonal staff training day.*



*26 players competed in the Mario Kart Tournament at Harris Park*



*The Annual Fishing Derby at Legacy Park had a record number of 177 participants*



### **MISSION**

*To provide our community with outstanding recreational services, facilities, and parks.*

[illegible]

# LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

## CITY OF LEE'S SUMMIT, MISSOURI

<b>DATE:</b>	April 26, 2023	<b>TIME:</b>	6:01 PM	<b>PLACE:</b>	Strother Conference Room
<b>Board Members Present:</b>		<b>Board Members Absent:</b>		<b>Staff Present:</b>	<b>Other Guests:</b>
Lawrence Bivins, President				Joe Snook	
Jim Huser, Vice President				Brooke Chestnut	
Samantha Shepard, Treasurer				Steve Casey	
Bernadette Basham				Jodi Jordan	
Mindy Aulenbach				Tede Price	
Tyler Morehead				Devin Blazek	
Wesley Fields				David Dean	
Jon Ellis				Dana Thurber	
Casey Crawford(6:16pm)				Debbie Duchaine	
				Travis Shaffer	
<b>PRESENTATIONS</b>					
<b>Employees of the 1<sup>st</sup> Quarter and Employee of the Year 2022</b>		Mr. Snook recognized Dana Thurber and Debbie Duchaine for both being selected as Employees of the Quarter by their peers. Travis Shaffer was recognized for being selected as Employee of the Year by his peers.			
		<b>DISCUSSION (Findings/Conclusions)</b>		<b>RECOMMENDATIONS/ ACTIONS</b>	
<b>AGENDA ITEM</b>					
<b>Approval of Minutes – March 22 ,2023</b>		Supporting documentation (see pages 1-3). No questions or discussion.		Mr. Huser made a motion to approve the meeting minutes from the Park Board meeting on March 22,2023. Ms. Aulenbach seconded. The motion carried unanimously.	
<b>Treasurer's Report – March 2023</b>		Supporting documentation (see pages 4-13). Treasurer Shepard read the treasurer's report from March 2023. No questions or discussion.		Mr. Ellis made a motion to accept the treasurer's report for March 2023; Mr. Fields seconded. Motion carried unanimously.	
<b>Sales and Use Tax Report – March 2023</b>		Supporting documentation (see pages 14-15). Mr. Blazek stated sales tax and use tax are performing strong; sales tax over 8% for FY23 budget. Use Tax is performing 17% above YTD budget.		No Board Action.	
<b>BOARD APPROVAL ITEMS</b>					
<b>Lower Banner Playground/shelter approval</b>		Supporting documentation (see pages 16-22). Mr. Casey stated staff accepted proposals and a staff committee was formed to review the proposals. ABCreative was the selected vendor for the playground installation and a small shelter. Lower Banner will go through a renovation, including constructing of a walking trail, new playground, shelter and updating the ball fields.		Mr. Morehead made a motion to approve the proposals for Lower Banner Playground/shelter; Ms. Aulenbach seconded. Motion carried unanimously.	
<b>OLD BUSINESS</b>					
<b>Projects and Services Review –</b>		Supporting documentation (See page 23-30) Mr. Fields asked when Legacy Wayfinding signage would be finished. Mr. Snook said this project will not be completed by the contractor staff had in place. There has been issues with materials. Mr. Snook said staff will be bringing something to the Board soon for review and updates.		No Board Action.	
<b>Capital Projects Plan</b>		<b>Pleasant Lea Park Update:</b> Supporting documentation (See pages 31-33) Mr. Casey stated there are a few items to wrap up and should be complete in the next two months. There have been discussions with Public Works department to make a full restoration of the curb in the cul-de-sac. Public Works curb replacement funds will be used for this, so it will be no cost to Parks Dept. Parks staff is also working on some nature play along the trail in the park.		No Board Action.	

<b>Land Dedication Ordinance/Park Impact Fees</b>	Supporting documentation (See page 34) Mr. Casey said staff is researching a draft ordinance that will then be shared with the Board for review and input. Mr. Snook said a final recommendation can be presented to the City Council by the end of the year.	No Board Action.
<b>NEW BUSINESS</b>		
<b>Fundraising Update</b>	Supporting documentation (See pages 35-36). Mr. Dean stated a new sponsor for Happy Tails has been secured.	No Board Action.
<b>Security Report</b>	Supporting documentation (See pages 37-40). No additional comments.	No Board Action.
<b>End of Activity Reports</b>	Supporting documentation (See pages 41-60). No additional comments.	No Board Action.
<b>Nominating Committee</b>	President Bivins stated the nomination committee is Mindy Aulenbach as chair, Casey Crawford and Wesley Fields. This committee will bring back a slate of officers at the May meeting for approval in June.	
<b>PATRON COMMENT REVIEW</b>		
	Supporting documentation (see pages 61-69)	No Board Action.
<b>MONTHLY CALENDARS</b>		
Supporting documentation (see pages 70-71). Mr. Snook said the budget committee will meet on Monday, May 8 at 7pm for the budget meeting.		
<b>ROUNDTABLE</b>		
Mr. Ellis said the Volunteer Gala was a nice event. President Bivins, stated two board members received awards. Ms. Aulenbach received the leadership award and Vice President Huser received the behind the scenes award.		
<b>OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD</b>		
Mr. Snook said on Saturday at 11am the Missouri State Parks will have a ribbon cutting for the Rock Island Trail in Pleasant Hill.		
<b>MEETING ADJOURNMENT:</b>		
The meeting adjourned at 6:46pm.		
<b>CLOSED SESSION:</b>		
No closed session this month.		

## LEE'S SUMMIT PARKS AND RECREATION BOARD BUDGET COMMITTEE MEETING MINUTES

HOWARD A CONFERENCE ROOM

CITY OF LEE'S SUMMIT, MISSOURI

<b>DATE:</b>	May 8, 2023	<b>TIME:</b>	7:05pm	<b>PLACE:</b>	Strother Conference Room
<b>Board Members Present:</b>		<b>Board Members Absent:</b>		<b>Staff Present:</b>	
Lawrence Bivins, President				Joe Snook	
Samantha Shepard, Treasurer				Devin Blazek	
Bernadette Basham				Tede Price	
Wesley Fields					

AGENDA ITEM	DISCUSSION (Findings/Conclusions)	RECOMMENDATIONS/ ACTIONS
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### REVIEW AND DISCUSSION OF FY24 BUDGET

Mr. Snook introduced Devin Blazek to present the proposed FY24 budget to the Park Board Budget Committee. Mr. Blazek shared a powerpoint presentation, which summarized key points from the FY23 projections. Highlights included, noting the cost of goods and services have increased an estimated 30% across the board.

Noted for FY24 budget includes, an 80% increase in VERP (vehicle equipment replacement plan), the city used to receive a rebate from Ford and a significant discount for purchasing vehicles and now that discount is no longer being offered. The City is looking at moving to another make of vehicle. Mr. Blazek also stated there is a 40% increase (\$70,000) in insurance for all of our property liability. Claim funds used to be 4 year look back and are now looking at parks as a higher risk area and what claims may be coming in the future. Ms. Shepard ask what the logic behind this is. Mr. Snook said staff is having conversations with legal to determine a reasonable methodology, including increasing the claims fund by \$100k. Finally, the third item impacting parks, is an average 27% increase in mowing. Staff has looked an decreasing the mowing schedule, cutting back on mowing some areas and robotic mowers in some parks/areas to help with the cost.

Mr. Blazek gave a 7 year summary review of capital expansion. He reviewed each of the fund balances. Fund 205 is the biggest challenge this year. Longview has been performing better than was projected. \$18million balance over all the funds with a required balance of \$1.6. Mr. Fields asked what is the required balance. Mr. Snook stated park board policy requires a fund balance of 15% of annual operational costs for each fund. Mr. Blazek went over each fund, including pointing out what the projected fund balance will be at the end of the fiscal year.

Ms. Shepard complemented Mr. Blazek on his presentation. She said it was well done. President Bivins agreed that Mr. Blazek did an outstanding job with great discussions.

Mr. Fields made a motion to recommend approval of the FY24 Budget to the Park Board and Ms. Basham second. The FY24 Budget will be presented to the Board at the May meeting.

Meeting adjourned at 8:19 pm

MEETING ADJOURNMENT



# Financial Outlook as of April 30, 2023



Fund	Fund Balance @ 4/30/23
Gamber Community Center	\$ 517,601
Lovell Community Center	\$ 1,067,363
Longview Community Center	\$ (947,913)
Harris Park Community Center	\$ 397,360
Parks and Recreation	\$ 5,936,389
Summit Waves	\$ 543,746
Cemetery	\$ 1,254,468
Construction	\$ 3,625,922
Park COP	\$ 5,689,750

Fund	MTD 4/30/23	Prior YTD Actual	Current YTD Actual	Approved FY23 Budget	Percentage of FY23 Budget
<b>Gamber Community Center</b>					
Revenue	\$ 34,060	\$ 315,375	\$ 384,884	\$ 399,782	96.27%
Expenses	\$ 28,143	\$ 321,389	\$ 392,976	\$ 435,847	90.16%
Income (Loss)	\$ 5,917	\$ (6,014)	\$ (8,092)	\$ (36,065)	
<b>Lovell Community Center</b>					
Revenue	\$ 128,087	\$ 1,120,584	\$ 1,409,749	\$ 1,864,488	75.61%
Expenses	\$ 122,875	\$ 1,138,456	\$ 1,576,959	\$ 2,009,219	78.49%
Income (Loss)	\$ 5,213	\$ (17,871)	\$ (167,210)	\$ (144,731)	
<b>Longview Community Center</b>					
Revenue	\$ 108,735	\$ 765,225	\$ 906,475	\$ 1,104,005	82.11%
Expenses	\$ 67,346	\$ 815,523	\$ 977,628	\$ 1,167,263	83.75%
Income (Loss)	\$ 41,389	\$ (50,298)	\$ (71,153)	\$ (63,258)	
<b>Harris Park Community Center</b>					
Revenue	\$ 71,834	\$ 977,492	\$ 1,005,461	\$ 1,783,843	56.36%
Expenses	\$ 51,397	\$ 918,530	\$ 1,113,053	\$ 1,680,202	66.25%
Income (Loss)	\$ 20,437	\$ 58,962	\$ (107,593)	\$ 103,641	
<b>Parks and Recreation</b>					
Revenue	\$ 12,977	\$ 4,009,082	\$ 4,378,428	\$ 3,940,921	111.10%
Expenses	\$ 436,564	\$ 2,815,910	\$ 3,232,905	\$ 3,942,628	82.00%
Income (Loss)	\$ (423,587)	\$ 1,193,172	\$ 1,145,523	\$ (1,707)	
<b>Summit Waves</b>					
Revenue	\$ 56,078	\$ 621,630	\$ 656,409	\$ 1,021,077	64.29%
Expenses	\$ 24,993	\$ 576,943	\$ 687,328	\$ 1,001,947	68.60%
Income (Loss)	\$ 31,085	\$ 44,687	\$ (30,919)	\$ 19,130	
<b>Cemetery</b>					
Revenue	\$ 13,359	\$ 65,351	\$ 95,001	\$ 179,796	52.84%
Expenses	\$ 7,720	\$ 119,413	\$ 119,938	\$ 170,526	70.33%
Income (Loss)	\$ 5,638	\$ (54,062)	\$ (24,936)	\$ 9,270	
<b>Construction</b>					
Revenue	\$ 250,000	\$ 3,500,000	\$ 2,444,880	\$ 3,000,000	81.50%
Expenses	\$ 26,116	\$ 354,167	\$ 875,455	\$ 1,750,000	50.03%
Income (Loss)	\$ 223,884	\$ 3,145,833	\$ 1,569,425	\$ 1,250,000	
<b>Park COP Debt</b>					
Revenue	\$ 522,823	\$ 4,706,136	\$ 5,062,040	\$ 5,104,090	99.18%
Expenses	\$ 264,583	\$ 3,645,833	\$ 2,645,833	\$ 3,175,000	83.33%
Income (Loss)	\$ 258,239	\$ 1,060,302	\$ 2,416,206	\$ 1,929,090	

**GAMBER COMMUNITY CENTER  
FUND 201  
Financial Report for the Month and Year Ending April 30, 2023**

	Previous Year-to-date April 2022	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
<b>REVENUES</b>							
Activity & Membership Fees	102,209	12,424	122,876	99,553	23,323	<sup>2</sup>	116,257
User Charges	472	80	805	350	455		420
Rentals	74,605	6,966	105,318	81,270	24,048	<sup>3</sup>	96,605
Interest	(9,741)	-	7,273	6,500	773		8,000
Other Revenue	1,710	6	2,671	3,500	(829)		2,700
Miscellaneous	287	-	108	-	108		800
Transfers In from Park COP	145,833	14,583	145,833	145,833	0		175,000
<b>TOTAL REVENUES</b>	<b>315,375</b>	<b>34,060</b>	<b>384,884</b>	<b>337,007</b>	<b>47,877</b>		<b>399,782</b>
<b>EXPENDITURES</b>							
Personnel Services	184,058	20,586	213,709	207,093	6,617		249,662
Other Supplies, Services and Charges	60,520	4,977	84,512	61,418	23,094	<sup>4</sup>	71,496
Repairs and Maintenance	23,679	679	22,312	24,052	(1,740)		29,927
Utilities	37,431	266	40,629	37,670	2,959		48,806
Capital Outlay	-	-	15,467	16,339	(872)		16,339
Interdepartment Charges	15,700	1,635	16,348	16,506	(159)		19,617
<b>TOTAL EXPENDITURES</b>	<b>321,389</b>	<b>28,143</b>	<b>392,976</b>	<b>363,077</b>	<b>29,900</b>		<b>435,847</b>
<b>NET GAIN / (LOSS)</b>	<b>(6,014)</b>	<b>5,917</b>	<b>(8,092)</b>	<b>(26,070)</b>	<b>17,978</b>		<b>(36,065)</b>

**BEGINNING FUND BALANCE**

525,693 <sup>1</sup>

**ENDING FUND BALANCE**

517,601

<sup>1</sup> **Beginning Fund Balance** is final as the year-end audit is complete.

<sup>2</sup> Favorable variance in Activities (\$14,352) and Memberships (\$8,856).

<sup>3</sup> Facility rentals are higher than anticipated.

<sup>4</sup> Increase in Spectrum, fire suppression inspection was earlier than budgeted and higher participation in A to Z classes increase contractor fees.



**LOVELL COMMUNITY CENTER  
FUND 202  
Financial Report for the Month and Year Ending April 30, 2023**

	Previous Year-to-date April 2022	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
<b>REVENUES</b>							
Activity & Membership Fees	1,062,021	122,091	1,260,133	1,405,394	(145,261)	<sup>2</sup>	1,701,614
User Charges	2,628	420	2,842	1,793	1,049		2,132
Rentals	59,723	3,924	66,121	51,902	14,219	<sup>3</sup>	60,277
Interest	(22,697)	-	13,028	23,500	(10,472)	<sup>4</sup>	29,000
Other Revenue	2,260	10	4,573	1,639	2,934		1,889
Contributions	11,250	-	7,500	15,000	(7,500)		15,000
Miscellaneous	1,880	1,642	2,033	1,054	979		1,058
Transfers In	3,519	-	53,519	53,519	-		53,518
<b>TOTAL REVENUES</b>	<b>1,120,584</b>	<b>128,087</b>	<b>1,409,749</b>	<b>1,553,801</b>	<b>(144,052)</b>		<b>1,864,488</b>
<b>EXPENDITURES</b>							
Personnel Services	729,460	82,120	951,921	1,080,443	(128,522)	<sup>5</sup>	1,307,967
Other Supplies, Services and Charges	107,097	13,167	165,667	183,952	(18,285)	<sup>6</sup>	205,042
Repairs and Maintenance	89,722	4,141	121,402	92,202	29,200	<sup>7</sup>	108,887
Utilities	134,582	18,994	151,877	159,558	(7,681)		192,344
Capital Outlay	34,598	-	141,553	141,553	-		141,533
Interdepartment Charges	42,996	4,454	44,538	45,324	(786)		53,446
<b>TOTAL EXPENDITURES</b>	<b>1,138,456</b>	<b>122,875</b>	<b>1,576,959</b>	<b>1,703,032</b>	<b>(126,073)</b>		<b>2,009,219</b>
<b>NET GAIN / (LOSS)</b>	<b>(17,871)</b>	<b>5,213</b>	<b>(167,210)</b>	<b>(149,231)</b>	<b>(17,979)</b>		<b>(144,731)</b>

<b>BEGINNING FUND BALANCE</b>	<u>1,234,573</u> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<u><u>1,067,363</u></u>

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> An unfavorable variance in Memberships (\$174,594) and favorable variance in Activities (\$9,974) and Gate Receipts (\$19,459).

<sup>3</sup> More Birthday Parties have been booked than anticipated.

<sup>4</sup> Unfavorable variance in Interest on Investments (\$6,009) and Mark to Market (\$4,463).

<sup>5</sup> A favorable variance in Part-Time (\$86,886), Health/Dental, FICA and Medicare.

<sup>6</sup> There is a favorable variance in Concession Supplies, Office Supplies and Professional Fees.

<sup>7</sup> An unbudgeted repair to the elevator (\$35,115).

**LONGVIEW COMMUNITY CENTER  
FUND 205  
Financial Report for the Month and Year Ending April 30, 2023**

	Previous Year-to-date April 2022	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance	Approved FY23 Budget
<b>REVENUES</b>						
Activity & Membership Fees	630,214	83,670	758,259	755,172	3,087	916,159
User Charges	1,560	313	2,328	1,793	535	2,180
Rentals	133,314	23,159	143,639	151,745	(8,106)	184,439
Miscellaneous	138	1,593	2,249	20	2,229	1,227
<b>TOTAL REVENUES</b>	<b>765,225</b>	<b>108,735</b>	<b>906,475</b>	<b>908,729</b>	<b>(2,254)</b>	<b>1,104,005</b>
<b>EXPENDITURES</b>						
Personnel Services	543,826	57,937	642,630	653,008	(10,378)	785,398
Other Supplies, Services and Charges	62,637	6,343	75,473	84,214	(8,741)	109,525
Repairs and Maintenance	33,524	(20,777)	55,812	45,999	9,813	56,230
Utilities	127,682	19,964	153,788	135,778	18,010	169,555
Interest Expense	10,523	-	11,137	9,172	1,965	10,922
Interdepartment Charges	37,331	3,879	38,788	39,287	(500)	46,545
<b>TOTAL EXPENDITURES</b>	<b>815,523</b>	<b>67,346</b>	<b>977,628</b>	<b>967,459</b>	<b>10,169</b>	<b>1,178,175</b>
<b>NET GAIN / (LOSS)</b>	<b>(50,298)</b>	<b>41,389</b>	<b>(71,153)</b>	<b>(58,729)</b>	<b>(12,423)</b>	<b>(74,170)</b>

<b>BEGINNING FUND BALANCE</b>	<u>(876,760)</u> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<u><u>(947,913)</u></u>

<sup>1</sup> **Beginning Fund Balance** is final as the year-end audit is complete.

<sup>2</sup> Due to the timing of payment on a recurring rental at the end of the month.

<sup>3</sup> A favorable variance in Full-Time and Part-Time Salaries.

<sup>4</sup> Unfavorable variance is related to \$13,000 for a heat exchanger for the lap pool and \$6,000 for water line break.

<sup>5</sup> Unfavorable variance on Natural Gas (\$31,716) and Water/Sewer (\$2,719) and a favorable variance on Electricity (\$16,425).



**HARRIS PARK COMMUNITY CENTER  
FUND 530  
Financial Report for the Month and Year Ending April 30, 2023**

	Previous Year-to-date April 2022	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
<b>REVENUES</b>							
Activity & Membership Fees	594,155	44,956	636,252	798,663	(162,411)	<sup>2</sup>	1,286,642
User Charges	75,025	-	71,423	77,129	(5,706)		90,492
Rentals	132,242	16,334	140,555	161,571	(21,016)	<sup>3</sup>	190,577
Interest	(7,577)	-	3,749	-	3,749		-
Other Revenue	1,081	111	3,216	3,199	17		4,149
Contributions	181,657	10,360	140,699	129,725	10,974		196,300
Miscellaneous	908	72	9,567	10,825	(1,258)		15,683
<b>TOTAL REVENUES</b>	<b>977,492</b>	<b>71,834</b>	<b>1,005,461</b>	<b>1,181,112</b>	<b>(175,652)</b>		<b>1,783,843</b>
<b>EXPENDITURES</b>							
Personnel Services	535,080	30,977	592,078	651,641	(59,564)	<sup>4</sup>	893,325
Other Supplies, Services and Charges	240,255	15,670	341,148	437,327	(96,179)	<sup>5</sup>	577,036
Repairs and Maintenance	47,811	2,379	30,053	42,006	(11,953)	<sup>6</sup>	44,513
Utilities	73,958	531	91,642	78,012	13,630		94,491
Capital Outlay	-	-	36,222	25,394	10,828	<sup>7</sup>	25,394
Depreciation	15,913	-	14,556	16,545	(1,989)		19,854
Transfers Out	3,519	-	3,519	3,519	-		3,519
Interdepartment Charges	17,906	1,839.17	18,391.67	18,960	(568)		22,070
<b>TOTAL EXPENDITURES</b>	<b>918,530</b>	<b>51,397</b>	<b>1,113,053</b>	<b>1,256,859</b>	<b>(143,806)</b>		<b>1,680,202</b>
<b>NET GAIN / (LOSS)</b>	<b>58,962</b>	<b>20,437</b>	<b>(107,593)</b>	<b>(75,747)</b>	<b>(31,846)</b>		<b>103,641</b>

**BEGINNING FUND BALANCE**

**504,953** <sup>1</sup>

**ENDING FUND BALANCE (Preliminary)**

**397,360**

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> An unfavorable variance in Camp Summit (\$73,262), Athletics (\$17,492), Summit Ice (\$20,000) and Legacy Park Amphitheater (\$49,000).

<sup>3</sup> Unfavorable variance in Rentals at Summit Ice (\$9,600), Athletics (\$7,600) and HPCC (\$4,000).

<sup>4</sup> Favorable variance on Part-Time Camp Summit (\$36,300), HPCC (\$3,700), Athletics (\$3,400), Instructional (\$5,500) and LPA (\$2,100) and an unfavorable variance at Summit Ice (\$14,595). Also, additional savings in Health Insurance, FICA and Medicare.

<sup>5</sup> Professional Fees, Trip & Tours, Recreational Supplies and Uniforms have a favorable variable.

<sup>6</sup> Not as many repairs have been needed at HPCC.

<sup>7</sup> An unfavorable variance in Natural Gas (\$4,081) and Water/Sewer (\$10,315).

<sup>8</sup> The concrete and fence repairs at Summit Ice was higher than budgeted for.

**PARKS & RECREATION  
FUND 200  
Financial Report for the Month and Year Ending April 30, 2023**

	Previous Year-to-date April 2022	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
<b>REVENUES</b>							
Taxes	3,918,364	-	4,140,744	3,689,350	451,394	<sup>2</sup>	3,737,790
Fines & Forfeitures	17,404	2,058	16,279	14,365	1,914		17,365
Interest	(113,418)	-	78,725	13,000	65,725	<sup>3</sup>	15,200
Other Revenue	19,290	160	8,461	1,495	6,966		1,829
Contributions	76,244	-	51,260	63,104	(11,844)		76,190
Miscellaneous	71,590	8,968	65,053	54,794	10,259	<sup>4</sup>	71,060
Transfers In	19,608	1,790.58	17,905.83	19,612	(1,706)		21,487
<b>TOTAL REVENUES</b>	<b>4,009,082</b>	<b>12,977</b>	<b>4,378,428</b>	<b>3,855,720</b>	<b>522,708</b>		<b>3,940,921</b>
<b>EXPENDITURES</b>							
Personnel Services	1,604,004	148,226	1,615,129	1,736,548	(121,419)	<sup>5</sup>	2,076,453
Other Supplies, Services and Charges	682,256	191,705	961,060	921,873	39,187	<sup>6</sup>	1,086,035
Repairs and Maintenance	288,251	55,624	322,095	288,892	33,203		335,937
Utilities	103,619	2,131	103,293	137,590	(34,298)	<sup>7</sup>	163,306
Fuel & Lubricants	36,876	100	34,645	33,845	800		40,469
Capital Outlay	72,865	33,752	133,264	180,131	(46,867)	<sup>8</sup>	180,131
Interdepartment Charges	157,505	18,089	194,058	194,058	(0)		217,063
Reimbursement - Interfund	(129,466)	(13,064)	(130,638.33)	(130,638)	(0)		(156,766)
<b>TOTAL EXPENDITURES</b>	<b>2,815,910</b>	<b>436,564</b>	<b>3,232,905</b>	<b>3,362,299</b>	<b>(129,394)</b>		<b>3,942,628</b>
<b>NET GAIN / (LOSS)</b>	<b>1,193,172</b>	<b>(423,587)</b>	<b>1,145,523</b>	<b>493,421</b>	<b>652,101</b>		<b>(1,707)</b>

<b>BEGINNING FUND BALANCE</b>	<b>4,790,866</b> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<b>5,936,389</b>

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> A favorable variance in Jackson County Property Tax (\$400,481), Cass County Property Tax (\$5,735), Jackson County RR Tax (\$7,670) and Replacement Tax (\$48,531).

<sup>3</sup> An unfavorable variance on Mark to Market Adjustments (\$36,945) and Interest on Investment (\$28,780).

<sup>4</sup> More shelter rentals than anticipated and the sale of two trailers.

<sup>5</sup> The Administrative Services Coordinator and a Park Specialist positions are currently vacant. In March unbudgeted position added for a Full-Time Marketing and Communication Specialist.

<sup>6</sup> Favorable variance in Printing Expense and Professional Fees and an unfavorable variance on Asphalt.

<sup>7</sup> Favorable variance in Water/Sewer (\$26,481) and Electricity (\$8,850).

<sup>8</sup> Howard Park Fountain and Arborwalk Bridge replacement are not complete at this time.

**SUMMIT WAVES  
FUND 203  
Financial Report for the Month and Year Ending April 30, 2023**

	Previous Year-to-date April 2022	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
<b>REVENUES</b>							
Activity Fees	504,252	55,883	527,491	442,120	85,371	<sup>2</sup>	798,108
User Charges	105,146	-	100,364	95,213	5,151		158,177
Rentals	19,087	195	19,432	29,347	(9,915)	<sup>3</sup>	55,752
Interest	(6,648)	-	5,446	3,500	1,946		4,400
Miscellaneous	(206)	-	3,676	3,050	626		4,640
<b>TOTAL REVENUES</b>	<b>621,630</b>	<b>56,078</b>	<b>656,409</b>	<b>573,230</b>	<b>83,179</b>		<b>1,021,077</b>
<b>EXPENDITURES</b>							
Personnel Services	339,764	8,405	370,576	357,120	13,456	<sup>4</sup>	559,243
Other Supplies, Services and Charges	108,875	13,073	125,158	95,839	29,319	<sup>5</sup>	179,409
Repairs and Maintenance	41,397	2,394	24,516	25,255	(739)		41,051
Utilities	62,545	301	66,541	70,770	(4,229)		100,430
Interdepartment Charges	18,377	-	17,923	19,478	(1,555)		22,589
Capital Outlay	-	819	76,629	93,240	(16,611)	<sup>6</sup>	93,240
Transfers Out (To 200)	5,985	-	5,985	5,985	-		5,985
<b>TOTAL EXPENDITURES</b>	<b>576,943</b>	<b>24,993</b>	<b>687,328</b>	<b>667,687</b>	<b>19,641</b>		<b>1,001,947</b>
<b>NET GAIN / (LOSS)</b>	<b>44,687</b>	<b>31,085</b>	<b>(30,919)</b>	<b>(94,457)</b>	<b>63,539</b>		<b>19,130</b>

**BEGINNING FUND BALANCE**

574,665 <sup>1</sup>

**ENDING FUND BALANCE (Preliminary)**

543,746

<sup>1</sup> **Beginning Fund Balance** is final as the year-end audit is complete.

<sup>2</sup> There was a favorable variance in Gate Receipts (\$71,269).

<sup>3</sup> Private parties are not being offered in the 2023 season.

<sup>4</sup> Favorable variance on Part-Time (\$50,100) and a vacant Full-Time Aquatic Supervisor until March (\$11,000).

<sup>5</sup> Unfavorable variance on Professional Fees, Employee Training, Chemical Supplies, Misc Equipment and FFE.

<sup>6</sup> Additional shade structures were budgeted in July but have not been purchased or installed.

**CEMETERY TRUST  
FUND 204  
Financial Report for the Month and Year Ending April 30, 2023**

	Previous Year-to-date April 2022	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
<b>REVENUES</b>							
Services	62,714	11,109	68,050	91,525	(23,475)	<sup>2</sup>	115,796
Sale of Property	26,000	2,250	11,000	31,500	(20,500)	<sup>3</sup>	36,000
Interest	(23,362)	-	15,951	23,000	(7,049)		28,000
<b>TOTAL REVENUES</b>	<b>65,351</b>	<b>13,359</b>	<b>95,001</b>	<b>146,025</b>	<b>(51,024)</b>		<b>179,796</b>
<b>EXPENDITURES</b>							
Personnel Services	43,497	3,406	42,089	43,028	(939)		51,383
Other Supplies, Services and Charges	34,647	4,151	45,512	58,263	(12,751)	<sup>4</sup>	75,138
Repairs and Maintenance	13,289	-	2,419	8,974	(6,555)		9,664
Utilities	2,146	164	2,311	3,050	(739)		4,372
Fuel & Lubricants	549	-	595	557	38		717
Interdepartment Charges	11,663	-	10,660	11,690	(1,030)		13,750
Transfers Out (To 026)	13,623	-	16,352	13,627	2,725		15,502
<b>TOTAL EXPENDITURES</b>	<b>119,413</b>	<b>7,720</b>	<b>119,938</b>	<b>139,189</b>	<b>(19,251)</b>		<b>170,526</b>
<b>NET GAIN / (LOSS)</b>	<b>(54,062)</b>	<b>5,638</b>	<b>(24,936)</b>	<b>6,837</b>	<b>(31,773)</b>		<b>9,270</b>

**BEGINNING FUND BALANCE**

**1,279,404** <sup>1</sup>

**ENDING FUND BALANCE (Preliminary)**

**1,254,468**

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> Unfavorable variance in Grave Openings (\$6,100), Monument Footings(\$2,700) and Monument Sales (\$12,100).

<sup>3</sup> Not as many Columbarium Niches have been sold as budgeted.

<sup>4</sup> Savings in Professional fees and Other Construction Materials in conjunction with Footnote #2.



**CONSTRUCTION FUND  
FUND 327  
Financial Report for the Month and Year Ending April 30, 2023**

	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
<b>REVENUES</b>						
Interest	-	(55,120)	13,482	(68,601)	<sup>2</sup>	-
Contributions	-	-	250,000	(250,000)	<sup>3</sup>	-
Transfers from Fund 410	250,000	2,500,000	2,500,000	-		3,000,000
<b>TOTAL REVENUES</b>	<b>250,000</b>	<b>2,444,880</b>	<b>2,763,482</b>	<b>(318,601)</b>		<b>3,000,000</b>
<b>EXPENDITURES</b>						
Maintenance & Repair	-	1,045	-	1,045		
Capital Outlay	1,000	1,000	-	1,000		
Additions to Const in Progress	25,116	873,410	1,984,844	(1,111,434)	<sup>4</sup>	<b>1,750,000</b>
<b>TOTAL EXPENDITURES</b>	<b>26,116</b>	<b>875,455</b>	<b>1,984,844</b>	<b>(1,109,389)</b>		<b>1,750,000</b>
<b>NET GAIN / (LOSS)</b>	<b>223,884</b>	<b>1,569,425</b>	<b>778,637</b>	<b>790,788</b>		<b>1,250,000</b>

<b>BEGINNING FUND BALANCE</b>	<u><b>2,056,497</b></u> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<u><u><b>3,625,922</b></u></u>

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> A favorable variance in Mark to Market (\$27,080) and Interest on Investments (\$14,558).

<sup>3</sup> Land and Water Conservation Fund Grant for Pleasant Lea Park.

**PARKS COP DEBT  
FUND 410  
Financial Report for the Month and Year Ending April 30, 2023**

	Month-to-Date April 2023	Year-to-Date April 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
<b>REVENUES</b>						
Taxes	458,696	4,335,321	3,643,203	692,118	<sup>2</sup>	4,371,843
EATS	(15,847)	(116,798)	(122,891)	6,093	<sup>2</sup>	(147,469)
Use Tax	79,973	792,456	727,679	64,777	<sup>2</sup>	873,216
Interest	-	51,062	5,417	45,645		6,500
<b>TOTAL REVENUES</b>	<b>522,823</b>	<b>5,062,040</b>	<b>4,253,408</b>	<b>808,632</b>		<b>5,104,090</b>
<b>EXPENDITURES</b>						
Transfers Out-Gamber Center	14,583.33	145,833.33	145,833.33	-		175,000
Transfers Out-Construction Fund	250,000	2,500,000	2,500,000	-		3,000,000
<b>TOTAL EXPENDITURES</b>	<b>264,583</b>	<b>2,645,833</b>	<b>2,645,833</b>	<b>-</b>		<b>3,175,000</b>
<b>NET GAIN / (LOSS)</b>	<b>258,239</b>	<b>2,416,206</b>	<b>1,607,574</b>	<b>808,632</b>		<b>1,929,090</b>

<b>BEGINNING FUND BALANCE</b>	<b>3,273,544</b> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<b>5,689,750</b>

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> See separate Sales/Use Tax Report included in this packet.

<sup>3</sup> Favorable variance in Interest on Investments (\$27,165) and Mark to Market (\$18,193).

# MEMORANDUM



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**Date:** May 24, 2023

**To:** Joe Snook, CPRP  
Administrator of Parks and Recreation

**From:** Devin Blazek, MBA  
Management Analyst

**Re:** Sales and Use Tax Update – April 2023

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Sales tax proceeds received in April totaled \$458,695.78, which is 25.9% over the monthly projection. Due to the unpredictable cutoff of processing remittance at the State of Missouri, the annual revenue budget has been spread evenly throughout FY2023. The year-to-date sales tax received totals \$4,335,320.55, which is \$241,095 over the amount received through April FY2022.

At the time of this report, there is no additional information regarding the remitters included in the amount received from the State of Missouri.

Use tax proceeds received in April totaled \$79,973.42, which is 9.9% over the monthly projection. Due to the unpredictable cutoff of processing remittance at the State of Missouri, the annual revenue budget has been spread evenly throughout FY2023. The year-to-date use tax totals \$792,455.79, which is \$67,606.40 over the amount received through April FY2022.

Attached is a summary of the proceeds received for the Sales Tax, Economic Activity Taxes (EATs) and Use Tax.

<b>Sales Tax and EATs</b>	<b>Budget</b>	<b>Actual</b>	<b>Amount Difference \$</b>
<b>Cumulative Balance Through FY 2022</b>	<b>80,186,552</b>	<b>81,761,680</b>	<b>1,575,128</b>
<b>FY 2023</b>			
YTD Balance Forward - Sales Tax	3,278,882	3,876,625	597,743
YTD Balance Forward - EATs	(110,602)	(100,952)	9,650
Sales Tax Receipts - April 2023	364,320	458,696	94,376
EATs - April 2023	(12,289)	(15,847)	(3,558)
<b>YTD Balance - Sales Tax</b>	<b>3,643,202</b>	<b>4,335,321</b>	<b>692,118</b>
<b>YTD Balance - EATs</b>	<b>(122,891)</b>	<b>(116,798)</b>	<b>6,093</b>
<b>LIFE-TO-DATE DATA BY SALES TAX</b>			
<b>Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **</b>	<b>19,989,410</b>	<b>21,899,735</b>	<b>1,910,326</b>
<b>Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/08 through 3/31/18)</b>	<b>30,963,365</b>	<b>31,100,648</b>	<b>137,283</b>
<b>Cumulative Net Proceeds-3/8 cent Sales Tax (4/1/98 through 3/31/08)</b>	<b>32,768,255</b>	<b>32,955,600</b>	<b>187,345</b>

<b>Use Tax</b>	<b>Budget</b>	<b>Actual</b>	<b>Amount Difference \$</b>
<b>Cumulative Balance Through FY 2022</b>	<b>325,000</b>	<b>1,256,247</b>	<b>931,247</b>
<b>FY 2023</b>			
YTD Balance Forward - Use Tax	654,912	712,482	57,570
Use Tax - April 2022	72,768	79,973	7,205
<b>YTD Balance - Use Tax</b>	<b>727,680</b>	<b>792,456</b>	<b>64,776</b>
<b>LIFE-TO-DATE DATA BY USE TAX</b>			
<b>Cumulative Net Proceeds-December 2020 through Current Month</b>	<b>1,052,680</b>	<b>2,048,703</b>	<b>996,023</b>

**May 8, 2023**

**To:** Parks & Recreation Board  
**From:** Joe Snook, CPRP  
Administrator of Parks & Recreation  
**Re:** Proposed FY24 Parks & Recreation Budget

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Over the past year, Lee's Summit Parks and Recreation has shown signs of gradual recovery from COVID-19. Community Center memberships have recovered, programs and facilities are back to normal operational levels, and all restrictions on capacity, masks, etc have lifted.

While operational capacity has returned to pre-COVID levels, the current economic climate is, and will continue to be, a challenge for Lee's Summit Parks and Recreation. We estimate the operational costs for our facilities and programs have increased 30%-40% since January 2020. This is due to a strain on the nationwide supply chain and resulting increase in costs of all goods we use to provide service to the community. Additionally, Missouri Proposition B, which went in to effect 2018, concluded on January 1, 2023 by raising the minimum wage in Missouri to \$12.00/hr.

As we prepare for FY24, several adjustments were made in response to the cost of doing services. In some cases, fees and charges were increased in order to allow our facilities and programs to remain 100% cost recovery. Staff also reviewed our Parks maintenance practices and made adjustments in some areas we felt we could save on expenses while to providing the same level of service. We feel the adjustments made will continue allow Lee's Summit Parks and Recreation to remain in a financially healthy position while also continuing to provide excellent parks, facilities, and programs to the Lee's Summit Community.

- The ***FY24 Fund Summary Comments***, which provides a snapshot of FY23 projections along with significant changes for FY24. (pages 1-6)
- A summary ***Revenue and Expense Budget Proposal*** and ***Fund Balance Report*** that presents an overview of each fund with revenues, expenditures, and actual balances for FY22 and projected ending balances for FY23 and FY24. (page 7)
- The ***FY24 Staff Priorities – Start/Stop*** describes operational practices and processes as they relate to LSPR and recommendations on their continuance. (page 8)
- The ***Itemized Budget Expense Worksheets*** providing details of revenue and expenditure categories for each fund, including footnotes to provide an explanation for material variances. (pages 9-26)

Other attachments include:

- Terminology/Useful Things to Know (pages 27-28)
- Fund Balance Policy Resolution (page 29)
- LSPR Organizational Chart (page 30)
- Public Works/Cemetery MOU, Fee Allocation, Budget Summary (pages 31-51)
- Full-Time and Part-Time Compensation Schedules (pages 52-54)
- Training and Licensing Plan/Training Goals and Key (pages 55-61)
- VERP Schedules (pages 62-64)
- Replacement Schedules (pages 65-69)
- Capital Project Funding Report-Current Project Work Plan (pages 70-71)

## FY 2024 Fund Summary Comments

### All Funds

- **CORE BUDGET EXPENDITURES – Full time only**
  - The FY24 budget reflects a 6% pay increase and a 2% pay range adjustment for all FT positions.
  - Health and Dental Insurance – A blended rate (average of individual to full family coverage) is used for budgeting purposes. The blended rate used for the FY24 budget is \$16,740 per full time employee; the blended rate used for the FY23 budget was \$15,870 per full time employee.
  - Retirement (LAGERS) – The required funding for the FY24 budget is 10.2% of full-time salary; the required funding for the FY23 budget was 11.3% of full-time salary.
  - Some FT staff allocations changed in FY24, resulting in some funds having a decrease in FT salaries/benefits, while other funds had an increase in FT Salary/Benefits.
- **Internal Services Charges and Professional Fees – All Funds**
  - The FY24 budget reflects an 80% increase in VERP from FY23. This is due to a significant increase in the cost of vehicles and a discontinuation of a fleet discount from the manufacturer.
  - The FY24 budget reflects a 40% increase in insurance for all funds.
  - Mowing (Professional Fees) increased by an average of 27% for all parks and facilities with most recent contract renewal.
- **Revenue – Membership, Gate Receipt, Facility Rentals**
  - Due to rising costs of goods and services, LSPR's pricing structure has been adjusted for many areas of revenue. On average, charges to patrons increased by 18% for residents and 25% for non-residents.

### Gamber Community Center- Fund 201

#### FY23 Projections

<b>Total Revenues:</b>	\$ 409,162
<b>Total Expenditures:</b>	\$ 462,244
<b>Net Income (Loss)</b>	(\$53,082)
<b>Estimated Fund Balance</b>	\$ 496,643
<b>Minimum Fund Balance per Policy (15% of Expenditures)</b>	\$ 67,573
<b>Variance to Fund Balance Minimum</b>	\$ 429,070



## FY24 Requested Budget:

Expenditures	Revenues	Net
\$530,359	\$445,838	(\$84,521)

- **ACTIVITY FEES & MEMBERSHIPS**
  - Additional revenue from activity fees due to new programs being added
- **FACILITY RENTALS**
  - Increase due to Ballroom repurposing. Projected to start increasing Jan.1, 2024.
- **CAPITAL OUTLAY**
  - Capital outlay includes repurposing of Ballroom and new HVAC controls.

## Lovell Community Center – Fund 202

### FY23 Projections

<b>Total Revenues:</b>	\$ 1,676,472
<b>Total Expenditures:</b>	\$ 2,009,219
<b>Net Income (Loss)</b>	\$ (270,393)
<b>Estimated Fund Balance</b>	\$ 1,061,096
<b>Minimum Fund Balance per Policy (15% of Expenditures)</b>	\$ 299,581
<b>Variance to Fund Balance Minimum</b>	\$ 761,515

## FY24 Requested Budget:

Expenditures	Revenues	Net
\$2,108,966	\$2,072,538	(\$36,428)

- **ACTIVITY FEES**
  - Activity Fee revenue includes Personal Training, Massage, Group X, Childcare, Swim Lessons, RevUp and Paddleboard/Canoe rentals. Massage and Personal Training exceeding budget in FY23. Anticipating continued performance in FY24.
- **MEMBERSHIPS/GATE RECEIPT/FACILITY RENTALS**
  - Fees increase in FY24 due to the rising cost of goods and services.
- **CONTRIBUTIONS – SPONSORS**
  - The FY23 budget includes \$15,000 in sponsorships from a local hospital consistent with previous years. Sponsor will not be renewing in FY24.
- **PERSONNEL SERVICES**
  - The FY24 budget reflects the 6% pay increase which also increases benefits calculated on salary including FICA, Medicare and LAGERS retirement funding. Also, Part-time salary expense for FY24 assumes a 6% merit increase for all PT employees.
- **CAPITAL OUTLAY**
  - The FY24 Budget includes \$111K for resurfacing of track, replacement of fitness pads, and purchase of NuStep.

## Longview Community Center – Fund 205

### FY23 Projections

<b>Total Revenues:</b>	\$ 1,084,371
<b>Total Expenditures:</b>	\$ 1,182,937
<b>Net Income (Loss)</b>	\$(98,566)
<b>Estimated Fund Balance</b>	\$(943,405)
<b>Minimum Fund Balance per Policy (15% of Expenditures)</b>	\$ 188,830
<b>Variance to Fund Balance Minimum</b>	\$(1,132,235)

### FY24 Requested Budget:

<b>Expenditures</b>	<b>Revenues</b>	<b>Net</b>
\$1,281,496	\$1,373,515	\$92,019

- **ACTIVITY FEES**
  - Activity Fee revenue includes Personal Training, Massage, Group X, Childcare, Swim Lessons, and RevUp.
- **MEMBERSHIPS**
  - The number of active memberships, including the memberships through healthcare providers (Silver Sneakers, Renew Active, etc.) are increasing. In addition, paid memberships will increase due to the cost of goods and services.
- **FACILITY RENTALS**
  - Revenue from rentals include room and pool rentals. Rental prices also increasing 18% for residents and 25% for non-residents.
- **PERSONNEL SERVICES**
  - The FY24 budget reflects the 6% pay increase which also increases benefits calculated on salary including FICA, Medicare and LAGERS retirement funding. Also, Part-time salary expense for FY24 assumes a 6% merit increase for all PT employees.
- **CAPITAL OUTLAY**
  - The FY24 Budget includes \$22K for replacement of fitness pads and purchase of NuStep.

## Harris Park Community Center - Fund 530

### FY23 Projections

<b>Total Revenues:</b>	\$ 1,593,114
<b>Total Expenditures:</b>	\$ 1,589,350
<b>Net Income (Loss)</b>	\$ 3,764
<b>Estimated Fund Balance</b>	\$ 524,361
<b>Minimum Fund Balance per Policy (15% of Expenditures)</b>	\$ 252,479
<b>Variance to Fund Balance Minimum</b>	\$ 271,882

## FY24 Requested Budget:

Expenditures	Revenues	Net
\$1,726,842	\$1,786,770	\$59,928

- **CAMP SUMMIT**
  - Revenue from Camp weekly fees increase \$5 for the summer of 2023.
- **HARRIS PARK COMMUNITY CENTER**
  - Facility reservations pricing increases 18% for residents, 25% for non-residents
  - Capital expansion in HVAC replacement and repair of gym flooring.
- **INSTRUCTIONAL YOUTH AND ADULT PROGRAMS**
  - Budget reflects higher participation in pickleball and lower participation in Adult Softball, based on actual performance.
- **LEGACY PARK AMPHITHEATER**
  - Budget includes only one national act per summer. FY23 national act for summer of FY23 moved from June FY23 to July FY24.
- **LEA MCKEIGHAN NORTH**
  - Lea McKeighan gate receipts and facility rentals have increased 18% for residents and 25% for non-residents. Skate rentals have a comparable increase.
- **Special Events**
  - TDL registration fee increased for FY24.

## Parks and Recreation – Fund 200

### FY23 Projections

Total Revenues:	\$ 3,964,216
Total Expenditures:	\$ 4,040,297
Net Income (Loss)	\$ (76,081)
Estimated Fund Balance	\$ 5,177,128
Minimum Fund Balance per Policy (15% of Expenditures)	\$ 641,735
Variance to Fund Balance Minimum	\$ 4,535,393

## FY24 Requested Budget:

Expenditures	Revenues	Net
\$7,099,882	\$4,424,289	\$(2,675,596)

- **REVENUES**
  - The Property Tax projection includes a levy rate of approximately \$.14 per \$100 of assessed value.
  - Increased shelter rentals for FY24 based on FY22 and FY23 performance
- **ADMINISTRATION**
  - The FY24 budget includes additional funding for RecTrac and Beehive Asset Management Systems.
- **PARK OPERATIONS & LEGACY PARK**

- Professional Fees – Professional Fees includes contract mowing, bio swale maintenance and restroom cleaning handled by contract services. Mowing contract increased by an average of 27%.
- Asphalt – The FY24 budget includes \$240,000 for trails and \$270,000 for Legacy. Cost of asphalt has steadily increased since 2020.
- Capital Outlay – FY24 budget includes \$112K for irrigation controllers, \$33K for Hartman Park fence painting, \$11K for shade tarps at Lea McKeighan North Park, \$8K for Aera-Vator, \$28K for retaining walls for Hartman landscape beds, \$7K for Concrete Mega-Mixer Bucket, and \$20K for consulting for future Legacy Lake dredging.
- Budget includes a transfer for \$2.6MM to Fund 327 (Construction) for funding of a fieldhouse.

### **Aquatics – Fund 203**

#### **FY23 Projections**

<b>Total Revenues:</b>	\$ 1,226,679
<b>Total Expenditures:</b>	\$ 1,074,086
<b>Net Income (Loss)</b>	\$ 152,593
<b>Estimated Fund Balance</b>	\$ 574,565
<b>Minimum Fund Balance per Policy (15% of Expenditures)</b>	\$ 163,401
<b>Variance to Fund Balance Minimum</b>	\$ 411,164

#### **FY24 Requested Budget:**

<b>Expenditures</b>	<b>Revenues</b>	<b>Net</b>
\$1,117,884	\$1,336,959	\$219,075

- **GATE RECEIPTS**
  - Gate receipts increased by 18% for residents and 25% for non-residents for FY24.
- **RENTALS AND ACTIVITY FEES**
  - Discontinuing afterhours rentals for FY24. Replacing with additional afterhours programming.
- **CAPITAL OUTLAY**
  - The FY24 budget includes an expansion request of \$13K for new outdoor speakers and \$15K for slide timer.

### **Cemetery – Fund 204**

#### **FY23 Projections**

<b>Total Revenues:</b>	\$ 140,158
<b>Total Expenditures:</b>	\$ 165,701
<b>Net Income (Loss)</b>	\$ (25,543)
<b>Estimated Fund Balance</b>	\$ 1,253,860
<b>Minimum Fund Balance per Policy</b>	N/A

### FY24 Requested Budget:

Expenditures	Revenues	Net
\$198,557	\$118,700	\$(79,857)

- **SERVICES**
  - Monument sales in FY24 reflect actuals for FY23 and FY22. Sales were overbudgeted in FY23.
- **PROFESSIONAL FEES**
  - New contract for grave digging and mowing. Mowing contract pricing increased by 80%.

### Construction Fund – Fund 327

#### FY23 Projections

<b>Total Revenues:</b>	\$ 3,272,410
<b>Total Expenditures:</b>	\$ 1,314,000
<b>Net Income (Loss)</b>	\$ 1,958,410
<b>Estimated Fund Balance</b>	\$ 4,014,375

### FY24 Requested Budget:

Expenditures	Revenues	Net
\$6,445,000	\$16,403,691	\$9,958,691

The Expenditures for FY24 include \$850K for Eagle Creek/Park West Developments, \$900K for pickleball complex, \$4MM for fieldhouse, \$50K for Lower Banner improvements, \$100K for William Grant Improvements, \$350K for Turf at playgrounds, and \$185K for Neighborhood Park Improvements.

Revenue includes \$7MM in transfer from Sales and Use Tax, \$2.6MM in transfer from Fund 200, and \$6.5MM in projected additional financing for fieldhouse.

### Park COP Debt – Fund 410

#### FY23 Projections

<b>Total Revenues:</b>	\$6,049,228
<b>Total Expenditures:</b>	\$3,175,000
<b>Net Income (Loss)</b>	\$2,874,228
<b>Estimated Fund Balance</b>	\$6,147,772

### FY24 Requested Budget:

Expenditures	Revenues	Net
\$7,175,000	\$6,268,030	\$(906,970)

- Sales Tax and Use Tax revenue and EATS for the FY23 budget has been estimated at 7% over the FY22 actuals.

# REVENUE AND EXPENSE BUDGET PROPOSAL

(Explanations for material variances are provided on the Itemized Budget Expense Worksheet for each fund)

	Fiscal Year 2022 Actuals		Fiscal Year 2023				Fiscal Year 2024 Maintenance		Fiscal Year 2024 Requested	
	Revenue	Expenditures	Budget Revenue	Projected Revenue	Budget Expenditures	Projected Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Fund 201</b>										
Gamber Community Center	389,715	380,912	399,783	409,162	435,847	462,244	445,838	450,484	445,838	530,359
<b>Total</b>	<b>389,715</b>	<b>380,912</b>	<b>399,783</b>	<b>409,162</b>	<b>435,847</b>	<b>462,244</b>	<b>445,838</b>	<b>450,484</b>	<b>445,838</b>	<b>530,359</b>
<b>Fund 202</b>										
Lovell Community Center	1,379,046	1,416,100	1,864,488	1,676,472	2,009,219	1,946,865	2,072,538	1,997,207	2,072,538	2,108,966
<b>Total</b>	<b>1,379,046</b>	<b>1,416,100</b>	<b>1,864,488</b>	<b>1,676,472</b>	<b>2,009,219</b>	<b>1,946,865</b>	<b>2,072,538</b>	<b>1,997,207</b>	<b>2,072,538</b>	<b>2,108,966</b>
<b>Fund 205</b>										
Longview Community Center	929,452	992,506	1,104,005	1,084,371	1,167,253	1,182,937	1,373,515	1,258,869	1,373,515	1,281,496
<b>Total</b>	<b>929,452</b>	<b>992,506</b>	<b>1,104,005</b>	<b>1,084,371</b>	<b>1,167,253</b>	<b>1,182,937</b>	<b>1,373,515</b>	<b>1,258,869</b>	<b>1,373,515</b>	<b>1,281,496</b>
<b>Fund 530</b>										
Harris Park Community Center	1,412,522	1,299,332	1,783,843	1,593,114	1,680,202	1,589,350	1,786,770	1,683,193	1,786,770	1,726,842
<b>Total</b>	<b>1,412,522</b>	<b>1,299,332</b>	<b>1,783,843</b>	<b>1,593,114</b>	<b>1,680,202</b>	<b>1,589,350</b>	<b>1,786,770</b>	<b>1,683,193</b>	<b>1,786,770</b>	<b>1,726,842</b>
<b>Fund 200</b>										
Parks and Recreation	4,084,260	3,430,662	3,941,771	3,964,216	3,942,628	4,040,297	4,424,286	4,278,235	4,424,286	7,099,882
<b>Total</b>	<b>4,084,260</b>	<b>3,430,662</b>	<b>3,941,771</b>	<b>3,964,216</b>	<b>3,942,628</b>	<b>4,040,297</b>	<b>4,424,286</b>	<b>4,278,235</b>	<b>4,424,286</b>	<b>7,099,882</b>
<b>Fund 203</b>										
Aquatics Center	1,164,980	912,686	1,021,427	1,226,679	1,001,948	1,074,086	1,336,959	1,089,339	1,336,959	1,117,884
<b>Total</b>	<b>1,164,980</b>	<b>912,686</b>	<b>1,021,427</b>	<b>1,226,679</b>	<b>1,001,948</b>	<b>1,074,086</b>	<b>1,336,959</b>	<b>1,089,339</b>	<b>1,336,959</b>	<b>1,117,884</b>
<b>Fund 204</b>										
Cemetery	75,787	139,860	179,796	140,158	170,526	165,701	118,700	198,557	118,700	198,557
<b>Total</b>	<b>75,787</b>	<b>139,860</b>	<b>179,796</b>	<b>140,158</b>	<b>170,526</b>	<b>165,701</b>	<b>118,700</b>	<b>198,557</b>	<b>118,700</b>	<b>198,557</b>
<b>Funds 327</b>										
Construction Fund	4,166,443	310,339	3,266,782	3,272,410	1,750,000	1,314,000	16,403,691	6,445,000	16,403,691	6,445,000
<b>Total</b>	<b>4,166,443</b>	<b>310,339</b>	<b>3,266,782</b>	<b>3,272,410</b>	<b>1,750,000</b>	<b>1,314,000</b>	<b>16,403,691</b>	<b>6,445,000</b>	<b>16,403,691</b>	<b>6,445,000</b>
<b>Fund 410</b>										
Parks COP Debt - Sales/Use Tax	5,774,147	4,375,000	5,104,089	6,049,228	3,175,000	3,175,000	6,268,030	7,175,000	6,268,030	7,175,000
<b>Total</b>	<b>5,774,147</b>	<b>4,375,000</b>	<b>5,104,089</b>	<b>6,049,228</b>	<b>3,175,000</b>	<b>3,175,000</b>	<b>6,268,030</b>	<b>7,175,000</b>	<b>6,268,030</b>	<b>7,175,000</b>
<b>TOTAL ALL FUNDS</b>	<b>19,376,352</b>	<b>13,257,397</b>	<b>18,665,984</b>	<b>19,415,810</b>	<b>15,332,623</b>	<b>14,950,480</b>	<b>34,230,327</b>	<b>24,575,884</b>	<b>34,230,327</b>	<b>27,683,986</b>

## FUND BALANCE REPORT

Fund		Actual FY22	Budget FY23	Projected Balance FY23	Maintenance Balance FY24	Requested Balance FY24	Fund Balance Notes:
<b>Fund 201</b>	<b>Gamber Community Ctr</b>	549,725	513,661	496,643	491,997	<b>412,122</b>	Fund Balance Policy-15% of budgeted operating expenditures (\$67,573)
<b>Fund 202</b>	<b>Lovell Community Ctr</b>	1,331,489	1,186,758	1,061,096	1,136,427	<b>1,024,668</b>	Fund Balance Policy-15% of budgeted operating expenditures (\$299,581)
<b>Fund 205</b>	<b>Longview Community Ctr</b>	(844,839)	(908,087)	(943,405)	(828,759)	<b>(851,386)</b>	Fund Balance Policy-15% of budgeted operating expenditures (\$188,830)
<b>Fund 530</b>	<b>Harris Park Community Ctr</b>	520,597	624,238	524,361	627,938	<b>584,289</b>	Fund Balance Policy-15% of budgeted operating expenditures (\$252,479)
<b>Fund 200</b>	<b>Parks &amp; Recreation</b>	5,253,209	5,252,352	5,177,128	5,323,179	<b>2,501,532</b>	Fund Balance Policy-15% of budgeted operating expenditures (\$641,735)
<b>Fund 203</b>	<b>Aquatics Center</b>	421,972	441,451	574,565	822,185	<b>793,640</b>	Fund Balance Policy-15% of budgeted operating expenditures (\$163,401)
<b>Fund 204</b>	<b>Cemetery</b>	1,279,403	1,288,673	1,253,860	1,174,003	<b>1,174,003</b>	Trust fund set up to sustain operating costs once Cemetery is at capacity.
<b>Fund 327</b>	<b>Construction Fund</b>	2,055,965	3,572,747	4,014,375	13,973,066	<b>13,973,066</b>	This fund is used for construction project tracking.
<b>Fund 410</b>	<b>Park COP Debt Fund</b>	3,273,544	5,202,633	6,147,772	5,240,802	<b>5,240,802</b>	Fund used to record sales and use tax proceeds and transfer to other funds.



<b>START DOING</b>
<b>LSPR Staff</b>
<b>START DOING:</b>
Task Force to clean up Mdrive and Pdrive – Creating an organization flow or direction for each to remain organized
Allow purchase for Single Visit for facilities online
Allow Membership Purchased/Renewed Online
Accepting more forms of payment (Apple Pay/Paypal/etc.)
Digital banners
improve pedestrian crossings and connections through Legacy Park (Park Drive, Blackwell, Coneflower)
Annual Waivers for watercraft/bike rentals
providing memberships to facilities for full time staff as employment incentive
increasing the price for non-residents
Work from home (at least on payroll days, I don't want to drive into work to use computers that barely take 3 times as long versus a standard home computer).

<b>STOP DOING</b>
<b>LSPR Staff</b>
<b>STOP DOING:</b>
Stop booking National acts at LPA
Plexiglass barriers at the front desks
Requiring to respond to all comment cards, including ones that don't want a follow-up.
Single Visit Waiver Signatures – Do we require it for Summit Waves?
Charging full time staff to use the facilities
Daily waivers for watercraft/bike rentals
Full time staff working bag check at LPA events (use security company)
Using indirect expense on EOA
Free Visit at GCC
Event Banners

**ITEMIZED BUDGET EXPENSE WORKSHEET**  
**GAMBER COMMUNITY CENTER**  
**SUMMARY OF PROGRAMS**  
**FY24**

			Prior Year Actual FY2021-2022	Budget FY2023	Projected FY2022-2023	Maint Budget Request FY2023-2024	Total Budget Request FY2023-2024	Expansion
<b>REVENUES</b>								
<b>ACTIVITY FEES</b>								
4414	0	Activity Fees	\$ 52,100	\$ 38,655	\$ 39,321	\$ 53,653	\$ 53,653 <sup>1</sup>	
4421	0	Gate Receipts	1,138	1,040	882	1,056	1,056	
4422	0	Membership Fees	72,350	76,562	79,738	82,404	82,404	
<b>Total Activity Fees</b>			<b>\$ 125,588</b>	<b>\$ 116,257</b>	<b>\$ 119,941</b>	<b>\$ 137,113</b>	<b>\$ 137,113</b>	<b>\$ -</b>
<b>OTHER USER CHARGES</b>								
4505	0	Concessions	\$ 576	\$ 420	\$ 646	\$ 720	\$ 720	
<b>Total User Charges</b>			<b>\$ 576</b>	<b>\$ 420</b>	<b>\$ 646</b>	<b>\$ 720</b>	<b>\$ 720</b>	<b>\$ -</b>
<b>RENTALS</b>								
4442	0	Facility Rentals	\$ 98,953	\$ 96,605	\$ 100,895	\$ 125,605	\$ 125,605 <sup>2</sup>	
<b>Total Rentals</b>			<b>\$ 98,953</b>	<b>\$ 96,605</b>	<b>\$ 100,895</b>	<b>\$ 125,605</b>	<b>\$ 125,605</b>	<b>\$ -</b>
<b>INTEREST ON INVESTMENTS</b>								
4600	0	Interest on Investments	\$ 4,943	\$ 6,000	\$ 6,000	\$ 4,000	\$ 4,000	
4601	0	Mark to Market Adjustment	(16,881)	2,000	2,000	300	300	
<b>Total Interest on Investments</b>			<b>\$ (11,938)</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 4,300</b>	<b>\$ 4,300</b>	<b>\$ -</b>
<b>MISCELLANEOUS</b>								
4305	0	Contributions-Other	\$ -	\$ 800	\$ 1,500	\$ 1,000	\$ 1,000	
4716	0	Refunds & Reimbursements	\$ 290	\$ -	\$ -	\$ -	\$ -	
4446	0	Other Revenue	1,246	2,700	3,180	2,100	2,100	
<b>Total Miscellaneous</b>			<b>\$ 1,536</b>	<b>\$ 3,500</b>	<b>\$ 4,680</b>	<b>\$ 3,100</b>	<b>\$ 3,100</b>	<b>\$ -</b>
<b>TRANSFERS FROM OTHER FUNDS</b>								
5101	410	Transfer from Fund COP	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	
<b>Total Transfers from Other Funds</b>			<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>			<b>\$ 389,715</b>	<b>\$ 399,783</b>	<b>\$ 409,162</b>	<b>\$ 445,838</b>	<b>\$ 445,838</b>	
<b>EXPENDITURES</b>								
<b>PERSONNEL SERVICES</b>								
7000	0	Salaries - Regular	\$ 83,724	\$ 93,798	\$ 93,792	\$ 95,659	95,659	
7001	0	Salaries - Part Time	87,974	99,195	100,807	112,072	112,072	
7002	0	Overtime	6	-	-	-	-	
7005	0	Holiday Worked	-	-	857	1,151	1,151	
7008	0	Short Term Disability	88	91	95	86	86	
7009	0	FICA - Employer	10,078	11,993	12,065	12,879	12,879	
7011	0	Medicare Deduction	2,357	2,805	2,822	3,004	3,004	
7014	0	Communication Allowance	448	441	467	582	582	
7015	0	Health/Dental Insurance	28,217	28,556	31,700	28,458	28,458	
7018	0	Life Insurance	134	99	111	105	105	
7019	0	Workers Compensation	1,264	1,347	1,347	920	920	
7020	0	Long Term Disability	199	221	204	231	231	
7021	0	Unemployment Insurance	465	468	468	462	462	
7023	0	LAGERS - Retirement	9,693	10,649	10,623	9,913	9,913	
<b>Total Personnel Services</b>			<b>\$ 224,647</b>	<b>\$ 249,662</b>	<b>\$ 255,358</b>	<b>\$ 265,522</b>	<b>\$ 265,522</b>	<b>\$ -</b>
<b>SUPPLIES AND OTHER SERVICES</b>								
7200	0	Advertising Expense	\$ 1,444	\$ 2,998	\$ 2,658	\$ 3,410	3,410	
7201	0	Organizational Dues	40	-	-	-	-	
7203	0	Insurance Expense	5,460	6,194	6,194	8,657	8,657 <sup>3</sup>	
7206	0	Printing Expense	1,095	1,600	1,032	1,658	1,658	
7207	0	Professional Fees	29,402	28,093	31,519	35,194	35,194	
7212	0	Other Professional Fees	1,978	3,600	4,400	2,625	2,625	
7213	0	Rentals & Leases	4,224	3,026	3,640	3,168	3,168	
7214	0	Uniform Rental	109	109	150	116	116	
7217	0	Employee Training	67	180	381	385	385	
7221	0	Sanitation Services	1,531	1,535	1,653	1,536	1,536	
7223	0	Furniture, Fixtures and Equip	566	-	-	300	300	
7225	0	Miscellaneous Equipment	626	2,530	2,479	2,400	2,400	
7249	0	Consumable Tools	66	220	488	450	450	
7258	0	Telephone	146	1,320	1,350	1,548	1,548	
7268	0	Uniforms	283	316	306	446	446	
7270	0	Office Supplies	415	400	412	530	530	
7273	0	Janitorial Supplies	4,315	4,820	5,040	5,130	5,130	
7274	0	Concession Supplies	915	1,690	1,695	1,500	1,500	
7276	0	Recreational Supplies	9,853	11,675	14,306	13,830	13,830	
7285	0	Bankcard Fees	-	-	-	-	-	
7704	0	Miscellaneous Expense	956	1,190	1,561	1,500	1,500	
<b>Total Supplies and Other Services</b>			<b>\$ 63,491</b>	<b>\$ 71,496</b>	<b>\$ 79,264</b>	<b>\$ 84,383</b>	<b>\$ 84,383</b>	<b>\$ -</b>
<b>MAINTENANCE &amp; REPAIRS</b>								
7300	0	M & R Buildings	\$ 19,350	\$ 15,925	\$ 20,424	\$ 17,600	\$ 17,600	
7301	0	M & R Grounds	1,007	8,500	10,876	4,735	4,735	
7302	0	M & R Other	242	1,000	500	1,000	1,000	
7306	0	M & R Other Equipment	3,353	4,052	3,753	2,800	2,800	
7307	0	M & R Software	476	450	459	528	528	
<b>Total Maintenance &amp; Repairs</b>			<b>\$ 24,428</b>	<b>\$ 29,927</b>	<b>\$ 36,012</b>	<b>\$ 26,663</b>	<b>\$ 26,663</b>	<b>\$ -</b>

ITEMIZED BUDGET EXPENSE WORKSHEET  
GAMBER COMMUNITY CENTER  
SUMMARY OF PROGRAMS  
FY24

		Prior Year Actual FY2021-2022	Budget FY2023	Projected FY2022-2023	Maint Budget Request FY2023-2024	Total Budget Request FY2023-2024	Expansion
<b>UTILITIES</b>							
7403	0	Electricity	\$ 40,940	\$ 38,778	\$ 43,020	\$ 43,707	\$ 43,707
7407	0	Water/Sewer	10,816	10,028	13,834	10,080	10,080
<b>Total Utilities</b>		<b>\$ 51,756</b>	<b>\$ 48,806</b>	<b>\$ 56,854</b>	<b>\$ 53,787</b>	<b>\$ 53,787</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>							
8000	0	Capital Outlay	\$ -	\$ 16,339	\$ 15,142	\$ -	\$ 79,875 <sup>4</sup>
<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ 16,339</b>	<b>\$ 15,142</b>	<b>\$ -</b>	<b>\$ 79,875</b>	<b>\$ 79,875</b>
<b>INTERDEPARTMENT CHARGE</b>							
9000	0	ITS-Overhead	\$ 15,713	\$ 18,664	\$ 18,664	\$ 17,934	\$ 17,934
9004	0	MERP Payment	750	815	815	1,907	1,907
9007	0	SLERP Payment	127	138	135	288	288
<b>Total Interdepartment Charge</b>		<b>\$ 16,590</b>	<b>\$ 19,617</b>	<b>\$ 19,614</b>	<b>\$ 20,129</b>	<b>\$ 20,129</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 380,912</b>	<b>\$ 435,847</b>	<b>\$ 462,244</b>	<b>\$ 450,484</b>	<b>\$ 530,359</b>	<b>\$ 79,875</b>
<b>NET</b>		<b>\$ 8,803</b>	<b>\$ (36,064)</b>	<b>\$ (53,082)</b>	<b>\$ (4,646)</b>	<b>\$ (84,521)</b>	<b>\$ (79,875)</b>
<b>Percent Recovery</b>		<b>102.31%</b>	<b>91.73%</b>	<b>88.52%</b>	<b>98.97%</b>	<b>84.06%</b>	

**Footnotes:**

<sup>1</sup> Increased participation numbers for classes. Adding two new classes (Puzzle Madness, Crafting)

<sup>2</sup> Increased due to Ballroom repurposing. Increase projected to start Jan 1.

<sup>3</sup> Due to a significant increase in cost of insurance as City insurance planning for future claims, cost of insurance increased by approximately 60% for all funds.

<sup>4</sup> Capital improvement to remodel Ballroom and new HVAC.

ITEMIZED BUDGET EXPENSE WORKSHEET  
LOVELL COMMUNITY CENTER  
SUMMARY OF PROGRAMS  
FY24

			Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion	
REVENUES									
ACTIVITY FEES									
4414	0	Activity Fees	\$ 79,164	\$ 81,596	\$ 87,181	\$ 114,724	\$ 114,724	<sup>1</sup>	\$ -
4421	0	Gate Receipts	182,721	204,042	203,367	273,984	273,984	<sup>2</sup>	-
4422	0	Memberships	1,054,129	1,415,976	1,229,222	1,521,480	1,521,480	↓	-
Total Activity Fees			\$ 1,316,014	\$ 1,701,613	\$ 1,519,770	\$ 1,910,188	\$ 1,910,188		\$ -
OTHER USER CHARGES									
4504	0	Pro Shop	\$ 527	\$ 451	\$ 475	\$ 493	\$ 493		
4505	0	Concessions	2,808	1,681	2,120	2,120	2,120		
Total User Charges			\$ 3,335	\$ 2,132	\$ 2,595	\$ 2,613	\$ 2,613		\$ -
RENTALS									
4442	0	Facility Rentals	\$ 68,014	\$ 60,277	\$ 64,433	\$ 92,543	\$ 92,543	<sup>3</sup>	
Total Rentals			\$ 68,014	\$ 60,277	\$ 64,433	\$ 92,543	\$ 92,543		\$ -
INTEREST ON INVESTMENTS									
4600	0	Interest on Investments	\$ 11,913	\$ 21,000	\$ 15,494	10,000	10,000		
4601	0	Mark to Market Adjustment	(39,953)	8,000	8,000	400	400		
Total Interest on Investments			\$ (28,040)	\$ 29,000	\$ 23,494	\$ 10,400	\$ 10,400		\$ -
MISCELLANEOUS									
4716	0	Refunds & Reimbursements	\$ 2,011	\$ 1,033	\$ 1,237	\$ 1,243	\$ 1,243		
4717	0	Discounts	148	-	-	-	-		
4718	0	Cash Over/Short	63	25	35	35	35		
4446	0	Other Revenue	2,732	1,889	3,889	1,996	1,996		
Total Miscellaneous			\$ 4,954	\$ 2,947	\$ 5,161	\$ 3,274	\$ 3,274		\$ -
CONTRIBUTIONS									
4711	0	Contributions - Sponsors	\$ 11,250	\$ 15,000	\$ 7,500	\$ -	\$ -		
Total Contributions			\$ 11,250	\$ 15,000	\$ 7,500	\$ -	\$ -		\$ -
TRANSFERS FROM OTHER FUNDS									
5101	0	Transfer from General Fund	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000		
5101	0	Transfer from Fund 530	3,519	3,518	3,519	3,520	3,520		
Total Transfers from Other Funds			\$ 3,519	\$ 53,518	\$ 53,519	\$ 53,520	\$ 53,520		\$ -
TOTAL REVENUES			\$ 1,379,046	\$ 1,864,488	\$ 1,676,472	\$ 2,072,538	\$ 2,072,538		\$ -
EXPENDITURES									
PERSONNEL SERVICES									
7000	0	Salaries - Regular	\$ 287,601	\$ 362,519	\$ 361,028	\$ 356,183	\$ 356,183		
7001	0	Salaries - Part Time	433,994	658,672	587,882	745,746	745,746	<sup>4</sup>	
7002	0	Overtime	763	300	2,202	1,200	1,200		
7005	0	Holiday Worked	-	-	-	11,190	11,190		
7008	0	Short Term Disability	304	421	413	400	400		
7009	0	FICA - Employer	43,401	63,330	58,832	68,320	68,320		
7011	0	Medicare Deduction	10,151	14,811	13,759	15,978	15,978		
7014	0	Communication Allowance	1,609	273	1,879	1,806	1,806		
7015	0	Health/Dental Insurance	69,878	132,515	104,798	133,920	133,920	<sup>5</sup>	
7018	0	Life Insurance	387	384	418	392	392		
7019	0	Workers Compensation	29,452	31,380	31,380	21,445	21,445		
7020	0	Long Term Disability	584	846	771	854	854		
7021	0	Unemployment Insurance	1,350	1,521	1,521	2,042	2,042		
7023	0	LAGERS - Retirement	22,807	40,995	36,896	36,870	36,870		
Total Personnel Services			\$ 902,281	\$ 1,307,967	\$ 1,201,779	\$ 1,396,346	\$ 1,396,346		\$ -
SUPPLIES AND OTHER SERVICES									
7200	0	Advertising Exp	\$ 124	\$ 800	\$ 150	\$ 505	\$ 505		
7201	0	Organizational Dues	48	-	-	-	-		
7202	0	Subscription to Periodicals	-	125	125	125	125		
7203	0	Insurance Expense	18,152	20,448	18,759	26,218	26,218	<sup>6</sup>	
7205	0	Postage Expense	7	150	85	120	120		
7206	0	Printing Expense	3,835	2,835	2,102	2,948	2,948		
7207	0	Professional Fees	65,251	87,015	95,149	90,950	90,950		
7213	0	Rentals & Leases	2,636	3,730	3,502	2,902	2,902		
7214	0	Uniform Rental	-	256	149	256	256		
7217	0	Employee Training	1,562	3,060	4,194	3,439	3,439		
7218	0	Travel & Meeting Expense	-	-	970	1,060	1,060		
7221	0	Sanitation Services	2,876	3,724	3,754	3,724	3,724		
7223	0	Furniture, Fixtures and Equip	8,433	3,000	2,993	9,470	9,470		
7225	0	Miscellaneous Equipment	1,028	1,210	1,419	1,270	1,270		
7249	0	Consumable Tools	387	1,100	1,308	1,450	1,450		
7258	0	Telephone	265	3,600	773	4,560	4,560		
7259	0	Mobile Telephone	1,139	696	1,179	696	696		
7268	0	Uniforms	6,079	4,805	5,598	5,648	5,648		
7270	0	Office Supplies	5,624	6,117	3,997	3,970	3,970		
7271	0	Chemicals	6,562	9,569	13,732	13,360	13,360		
7273	0	Janitorial Supplies	22,627	23,860	24,826	26,017	26,017		
7274	0	Concession Supplies	25	3,655	3,922	4,126	4,126		
7276	0	Recreational Supplies	10,772	21,356	20,629	14,709	14,709		
7277	0	Pro Shop Supplies	-	128	55	274	274		
7285	0	Bankcard Fees	-	-	-	-	-		
7704	0	Miscellaneous Expense	3,049	2,133	2,134	2,135	2,135		
7705	0	Discount Expense	(5)	1,670	1,457	1,243	1,243		
Total Supplies and Other Services			\$ 160,476	\$ 205,042	\$ 212,961	\$ 221,175	\$ 221,175		\$ -

**ITEMIZED BUDGET EXPENSE WORKSHEET  
LOVELL COMMUNITY CENTER  
SUMMARY OF PROGRAMS  
FY24**

			Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
<b>MAINTENANCE &amp; REPAIRS</b>								
7300	0	M & R Buildings	\$ 81,646	\$ 86,700	\$ 125,715	\$ 111,487	\$ 111,487 <sup>7</sup>	
7301	0	M & R Grounds	621	3,150	14,012	10,825	10,825	
7302	0	M & R Other	-	-	-	-	-	
7306	0	M & R Other Equipment	13,160	15,890	15,984	16,250	16,250	
7307	0	M & R Software	3,335	3,147	3,286	3,696	3,696	
<b>Total Maintenance &amp; Repairs</b>			<b>\$ 98,762</b>	<b>\$ 108,887</b>	<b>\$ 158,997</b>	<b>\$ 142,258</b>	<b>\$ 142,258</b>	<b>\$ -</b>
<b>UTILITIES</b>								
7401	0	Natural Gas	\$ 45,334	\$ 42,864	\$ 45,298	\$ 46,893	\$ 46,893	
7403	0	Electricity	105,684	119,710	106,018	106,019	106,019	
7407	0	Water/Sewer	23,604	29,770	26,813	26,816	26,816	
<b>Total Utilities</b>			<b>\$ 174,622</b>	<b>\$ 192,344</b>	<b>\$ 178,129</b>	<b>\$ 179,728</b>	<b>\$ 179,728</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>								
8000	0	Capital Outlay	\$ 34,598	\$ 141,533	\$ 141,553	\$ -	\$ 111,759 <sup>8</sup>	\$ 111,759
<b>Total Capital Outlay</b>			<b>\$ 34,598</b>	<b>\$ 141,533</b>	<b>\$ 141,553</b>	<b>\$ -</b>	<b>\$ 111,759</b>	<b>\$ 111,759</b>
<b>INTERDEPARTMENT CHARGE</b>								
9000	0	ITS Overhead	\$ 41,026	\$ 48,731	\$ 48,731	\$ 46,827	\$ 46,827	
9004	0	MERP	3,750	4,078	4,078	9,542	9,542	
9007	0	SLERP	585	637	637	1,331	1,331	
<b>Total Interdepartment Charge</b>			<b>\$ 45,361</b>	<b>\$ 53,446</b>	<b>\$ 53,446</b>	<b>\$ 57,700</b>	<b>\$ 57,700</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>			<b>\$ 1,416,100</b>	<b>\$ 2,009,219</b>	<b>\$ 1,946,865</b>	<b>\$ 1,997,207</b>	<b>\$ 2,108,966</b>	<b>\$ 111,759</b>
<b>NET</b>			<b>\$ (37,054)</b>	<b>\$ (144,731)</b>	<b>\$ (270,393)</b>	<b>\$ 75,331</b>	<b>\$ (36,428)</b>	<b>\$ (111,759)</b>
<b>Percent Recovery</b>			<b>97%</b>	<b>93%</b>	<b>86%</b>	<b>104%</b>	<b>98%</b>	

**Footnotes:**

<sup>1</sup> Massage and Personal Training are performing well. Anticipating continued performance through FY24

<sup>2</sup> Gate Receipt and Membership price increase in FY24

<sup>3</sup> Increase in birthday party room rental fees and full facility rental fees.

<sup>4</sup> Assumes 6% merit increase for all PT employees upon annual review. Staff anticipating returning to full staffing levels. Many PT positions have been covered by FT staff in FY23 and FY22.

<sup>5</sup> Prior year savings due to FT staff declining insurance.

<sup>6</sup> Due to a significant increase in cost of insurance as City insurance planning for future claims, cost of insurance increased by approximately 60% for all funds.

<sup>7</sup> FY23 includes unbudgeted elevator repair and pool pump repair. FY24 includes vestibule heat project (\$9K)

<sup>8</sup> FY23 included replacement of pool water heaters. FY24 includes resurfacing of track, replacement of fitness pads, and purchase of NuStep.

**ITEMIZED BUDGET EXPENSE WORKSHEET**  
**LONGVIEW COMMUNITY CENTER**  
**SUMMARY OF PROGRAMS**  
**FY24**

			Prior Year Actual FY2021-2022	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Request FY2023-24	Expansion
<b>REVENUES</b>								
<b>ACTIVITY FEES</b>								
4414	0	Activity Fees	\$ 70,094	\$ 71,804	\$ 70,174	\$ 78,163	\$ 78,163	
4421	0	Gate Receipts	83,029	83,728	93,137	123,480	123,480	<sup>1</sup>
4422	0	Memberships	621,767	760,627	737,126	947,380	947,380	<sup>2</sup>
<b>Total Activity Fees</b>			<b>\$ 774,890</b>	<b>\$ 916,159</b>	<b>\$ 900,437</b>	<b>\$ 1,149,023</b>	<b>\$ 1,149,023</b>	<b>\$ -</b>
<b>OTHER USER CHARGES</b>								
4504	0	Pro Shop	\$ 306	520	513	\$ 694	\$ 694	
4505	0	Concessions	1,641	1,660	1,980	2,005	2,005	
<b>Total User Charges</b>			<b>\$ 1,947</b>	<b>\$ 2,180</b>	<b>\$ 2,493</b>	<b>\$ 2,699</b>	<b>\$ 2,699</b>	<b>\$ -</b>
<b>RENTALS</b>								
4442	0	Facility Rentals	\$ 152,505	\$ 184,439	\$ 179,173	\$ 220,391	\$ 220,391	<sup>3</sup>
<b>Total Rentals</b>			<b>\$ 152,505</b>	<b>\$ 184,439</b>	<b>\$ 179,173</b>	<b>\$ 220,391</b>	<b>\$ 220,391</b>	<b>\$ -</b>
<b>INTEREST ON INVESTMENTS</b>								
4600	0	Interest on Investments	\$ -	\$ -	\$ -	\$ -	\$ -	
4601	0	Mark to Market Adjustment	-	-	-	-	-	
<b>Total Interest on Investments</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MISCELLANEOUS</b>								
4716	0	Refunds & Reimbursements	\$ 42	\$ 858	\$ 1,525	\$ 841	\$ 841	
4717	0	Discounts	34	-	-	-	-	
4718	0	Cash Over/Short	34	25	99	35	35	
4446	0	Other Revenue	-	344	644	526	526	
<b>Total Miscellaneous</b>			<b>\$ 110</b>	<b>\$ 1,227</b>	<b>\$ 2,268</b>	<b>\$ 1,402</b>	<b>\$ 1,402</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>			<b>\$ 929,452</b>	<b>\$ 1,104,005</b>	<b>\$ 1,084,371</b>	<b>\$ 1,373,515</b>	<b>\$ 1,373,515</b>	<b>\$ -</b>
<b>EXPENDITURES</b>								
<b>PERSONNEL SERVICES</b>								
7000	0	Salaries - Regular	\$ 185,788	\$ 222,881	\$ 223,496	\$ 213,606	\$ 213,606	
7001	0	Salaries - Part Time	334,897	391,514	384,750	451,496	451,496	<sup>4</sup>
7002	0	Overtime	264	75	580	75	75	
7005	0	Holiday Worked	-	-	-	8,483	8,483	
7008	0	Short Term Disability	186	227	226	213	213	
7009	0	FICA - Employer	31,075	38,115	37,711	42,136	42,136	
7011	0	Medicare Deduction	7,267	8,914	8,820	9,854	9,854	
7014	0	Communication Allowance	336	357	764	378	378	
7015	0	Health/Dental Insurance	54,886	71,897	70,574	71,145	71,145	
7018	0	Life Insurance	257	236	263	235	235	
7019	0	Workers Compensation	22,897	24,396	24,396	16,672	16,672	
7020	0	Long Term Disability	372	511	925	509	509	
7021	0	Unemployment Insurance	981	1,050	1,047	1,035	1,035	
7023	0	LAGERS - Retirement	20,022	25,226	25,021	22,040	22,040	
<b>Total Personnel Services</b>			<b>\$ 659,228</b>	<b>\$ 785,398</b>	<b>\$ 778,573</b>	<b>\$ 837,877</b>	<b>\$ 837,877</b>	<b>\$ -</b>
<b>SUPPLIES AND OTHER SERVICES</b>								
7200	0	Advertising Exp	\$ 95	\$ 950	\$ 650	\$ 745	\$ 745	
7201	0	Organizational Dues	40	-	-	-	-	
7202	0	Subscription to Periodicals	37	-	-	-	-	
7203	0	Insurance Expense	9,527	10,761	10,761	15,040	15,040	<sup>5</sup>
7205	0	Postage Expense	24	100	60	60	60	
7206	0	Printing Expense	2,071	2,005	1,223	1,209	1,209	
7207	0	Professional Fees	28,126	34,263	32,575	34,419	34,419	
7213	0	Rentals & Leases	2,160	2,199	2,199	2,310	2,310	
7214	0	Uniform Rental	237	241	241	265	265	
7217	0	Employee Training	699	2,190	2,066	1,785	1,785	
7218	0	Travel & Meeting Expense	-	-	373	640	640	
7221	0	Sanitation Services	1,070	1,104	1,196	1,104	1,104	
7223	0	Furniture, Fixtures and Equip	1,974	-	289	100	100	
7225	0	Miscellaneous Equipment	-	1,715	1,715	1,025	1,025	
7246	0	Late Charge & Penalty	-	-	-	-	-	
7249	0	Consumable Tools	-	900	775	600	600	
7258	0	Telephone	706	756	774	756	756	
7259	0	Mobile Telephone	499	456	456	456	456	
7268	0	Uniforms	1,701	2,782	3,027	3,609	3,609	
7270	0	Office Supplies	1,684	2,270	2,120	2,148	2,148	
7271	0	Chemicals	6,147	6,370	7,431	10,237	10,237	
7273	0	Janitorial Supplies	14,580	20,585	21,903	23,156	23,156	

**ITEMIZED BUDGET EXPENSE WORKSHEET  
LONGVIEW COMMUNITY CENTER  
SUMMARY OF PROGRAMS  
FY24**

			Prior Year Actual FY2021-2022	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Request FY2023-24	Expansion
7274	0	Concession Supplies	203	1,729	1,263	1,019	1,019	
7276	0	Recreational Supplies	1,496	4,733	5,661	9,675	9,675	
7277	0	Pro Shop Supplies	256	217	277	628	628	
7288	0	P-Card unallocated	1,524	-	-	-	-	
7704	0	Miscellaneous Expense	748	1,345	1,471	1,353	1,353	
7705	0	Discount Expense	-	932	899	621	621	
7801	0	Interest Expense	14,349	10,922	10,922	\$ -	-	\$ -
<b>Total Supplies and Other Services</b>			<b>\$ 89,953</b>	<b>\$ 109,525</b>	<b>\$ 110,327</b>	<b>\$ 112,960</b>	<b>\$ 112,960</b>	<b>\$ -</b>
<b>MAINTENANCE &amp; REPAIRS</b>								
7300	0	M & R Buildings	\$ 33,076	\$ 49,054	\$ 59,064	\$ 59,690	\$ 59,690	<sup>6</sup>
7301	0	M & R Grounds	155	1,000	1,877	2,890	2,890	
7302	0	M & R Other	926	-	-	-	-	
7306	0	M & R Other Equipment	1,263	4,340	4,236	5,500	5,500	
7307	0	Maint - Software	1,945	1,836	2,202	2,156	2,156	
<b>Total Maintenance &amp; Repairs</b>			<b>\$ 37,365</b>	<b>\$ 56,230</b>	<b>\$ 67,379</b>	<b>\$ 70,236</b>	<b>\$ 70,236</b>	<b>\$ -</b>
<b>UTILITIES</b>								
7401	0	Natural Gas	\$ 42,163	\$ 33,502	\$ 39,280	\$ 53,870	\$ 53,870	<sup>7</sup>
7403	0	Electricity	102,724	112,540	113,147	110,405	110,405	
7407	0	Water/Sewer	21,656	23,513	27,686	24,760	24,760	
<b>Total Utilities</b>			<b>\$ 166,543</b>	<b>\$ 169,555</b>	<b>\$ 180,113</b>	<b>\$ 189,035</b>	<b>\$ 189,035</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>								
8000	0	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 22,627	<sup>8</sup> \$ 22,627
<b>Total Capital Outlay</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,627</b>	<b>\$ 22,627</b>
<b>INTERDEPARTMENT CHARGE</b>								
9000	0	ITS Overhead	\$ 36,662	\$ 43,547	\$ 43,547	\$ 41,845	\$ 41,845	
9004	0	MERP	2,399	2,610	2,610	6,106	6,106	
9007	0	SLERP	356	388	388	810	810	
<b>Total Interdepartment Charge</b>			<b>\$ 39,417</b>	<b>\$ 46,545</b>	<b>\$ 46,545</b>	<b>\$ 48,761</b>	<b>\$ 48,761</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>			<b>\$ 992,506</b>	<b>\$ 1,167,253</b>	<b>\$ 1,182,937</b>	<b>\$ 1,258,869</b>	<b>\$ 1,281,496</b>	<b>\$ 22,627</b>
<b>NET</b>			<b>\$ (63,054)</b>	<b>\$ (63,248)</b>	<b>\$ (98,566)</b>	<b>\$ 114,646</b>	<b>\$ 92,019</b>	<b>\$ (22,627)</b>
<b>Percent Recovery</b>			<b>94%</b>	<b>95%</b>	<b>92%</b>	<b>109%</b>	<b>107%</b>	

**Footnotes:**

<sup>1</sup> Actuals for gate receipt projected higher than budget in FY23. FY24 includes price increase consistent with other facilities (\$2 for discount residents and \$3 for non-residents).

<sup>2</sup> Actuals for membership projected \$23K under budget. FY24 includes fee increase consistent with other facilities (Membership increase by 18% for discount residents and 25% for non-residents).

<sup>3</sup> Facility rentals increased by 18% for discount residents and 25% for non-residents in FY24

<sup>4</sup> Increase over FY23 due to full fiscal year at \$12.00 minimum wage (\$11.15 prior to Jan 1, 2023). FY23 also had FT employees covering many PT roles due to short staffing. Anticipating full staffing for FY24.

ITEMIZED BUDGET EXPENSE WORKSHEET  
HARRIS PARK COMMUNITY CENTER  
SUMMARY OF ALL PROGRAMS  
FY24

			Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
<b>REVENUES</b>								
<b>ACTIVITY FEES</b>								
4414	0	AF - Camp Summit	\$ 552,303	\$ 701,950	\$ 631,060	\$ 714,650	\$ 714,650	<sup>1</sup>
4414	0	AF - Summit Ice	3,110	9,000	5,800	6,000	6,000	
4415	0	AF - Instructional Youth	43,210	74,770	61,315	63,614	63,614	<sup>2</sup>
4419	0	AF - Rec Ctr	-	-	-	-	-	
4420	0	AF - Athletics	140,287	203,605	181,012	193,816	193,816	<sup>3</sup>
4421	0	Gate Receipts	179,982	281,106	176,769	198,336	198,336	<sup>4</sup>
4422	0	Membership Fees	10,701	16,211	10,855	14,556	14,556	
<b>Total Activity Fees</b>			<b>\$ 929,593</b>	<b>\$ 1,286,642</b>	<b>\$ 1,066,811</b>	<b>\$ 1,190,972</b>	<b>\$ 1,190,972</b>	<b>\$ -</b>
<b>OTHER USER CHARGES</b>								
4504	0	Pro Shop Sales	\$ 50,296	\$ 45,782	\$ 50,608	\$ 69,280	\$ 69,280	
4505	0	Concessions	32,022	44,710	36,246	35,045	35,045	
<b>Total User Charges</b>			<b>\$ 82,318</b>	<b>\$ 90,492</b>	<b>\$ 86,854</b>	<b>\$ 104,325</b>	<b>\$ 104,325</b>	<b>\$ -</b>
<b>RENTALS</b>								
4442	0	Facility Rentals	\$ 163,628	\$ 190,577	\$ 164,161	\$ 253,807	\$ 253,807	<sup>5</sup>
<b>Total Rentals</b>			<b>\$ 163,628</b>	<b>\$ 190,577</b>	<b>\$ 164,161</b>	<b>\$ 253,807</b>	<b>\$ 253,807</b>	<b>\$ -</b>
<b>INTEREST ON INVESTMENTS</b>								
4600	0	Interest on Investments	\$ 3,697	\$ -	\$ -	\$ -	\$ -	
4601	0	Mark to Market Adjustment	(13,110)	-	-	-	-	
<b>Total Interest on Investments</b>			<b>\$ (9,413)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MISCELLANEOUS</b>								
4716	0	Refunds & Reimbursements	\$ 983	\$ 2,499	\$ 3,555	\$ 3,436	\$ 3,436	
4717	0	Discounts	\$ 748	\$ -	\$ -	\$ -	\$ -	
4718	0	Cash Over/Short	106	-	-	-	-	
4708	0	Misc Revenue - Instructional	-	-	-	-	-	
4446	0	Other Revenue	367	1,650	1,690	5,000	5,000	
4705	0	Misc Rev - Camp	1,251	12,780	15,345	14,700	14,700	
4707	0	Misc Rev - Rec Ctr	186	-	-	-	-	
4703	0	Misc Rev - Athletics	864	2,903	2,508	2,880	2,880	
<b>Total Miscellaneous</b>			<b>\$ 4,505</b>	<b>\$ 19,832</b>	<b>\$ 23,098</b>	<b>\$ 26,016</b>	<b>\$ 26,016</b>	<b>\$ -</b>
<b>CONTRIBUTIONS</b>								
4305	0	Contributions - Other	\$ -	\$ -	\$ -	\$ -	\$ -	
4710	0	Contributions - Programs	38,553	34,800	44,950	45,950	45,950	<sup>6</sup>
4711	0	Contributions - Sponsors/Donations	203,338	161,500	207,240	165,700	165,700	<sup>7</sup>
<b>Total Contributions</b>			<b>\$ 241,891</b>	<b>\$ 196,300</b>	<b>\$ 252,190</b>	<b>\$ 211,650</b>	<b>\$ 211,650</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>			<b>\$ 1,412,522</b>	<b>\$ 1,783,843</b>	<b>\$ 1,593,114</b>	<b>\$ 1,786,770</b>	<b>\$ 1,786,770</b>	<b>\$ -</b>
<b>EXPENDITURES</b>								
<b>PERSONNEL SERVICES</b>								
7000	0	Salaries - Regular	\$ 221,998	\$ 238,239	\$ 238,750	\$ 306,776	306,776	<sup>8</sup>
7001	0	Salaries - Part Time	333,602	479,107	446,215	500,428	500,428	<sup>9</sup>
7002	0	Overtime	1,729	-	203	-	-	
7005	0	Holiday Worked	-	-	-	2,660	2,660	
7008	0	Short Term Disability	235	244	247	274	274	
7009	0	FICA - Employer	33,757	44,479	42,469	50,333	50,333	
7011	0	Medicare Deduction	7,895	10,402	9,935	11,770	11,770	
7014	0	Communication Allowance	414	63	534	837	837	
7015	0	Health/Dental Insurance	48,008	76,970	63,596	91,233	91,233	<sup>10</sup>
7018	0	Life Insurance	326	253	310	333	333	
7019	0	Workers' Compensation	13,611	14,502	14,502	9,910	9,910	
7020	0	Long Term Disability	481	527	527	723	723	
7021	0	Unemployment Insurance	1,614	1,611	1,614	1,998	1,998	
7023	0	LAGERS - Retirement	22,336	26,928	27,079	31,603	31,603	
<b>Total Personnel Services</b>			<b>\$ 686,006</b>	<b>\$ 893,325</b>	<b>\$ 845,981</b>	<b>\$ 1,008,878</b>	<b>\$ 1,008,878</b>	<b>\$ -</b>



ITEMIZED BUDGET EXPENSE WORKSHEET  
HARRIS PARK COMMUNITY CENTER  
SUMMARY OF ALL PROGRAMS  
FY24

			Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
<b>SUPPLIES AND OTHER SERVICES</b>								
7200	0	Advertising Expense	\$ 3,224	\$ 11,215	\$ 6,673	\$ 3,165	\$ 3,165	
7201	0	Organizational Dues	730	1,430	1,400	1,710	1,710	
7202	0	Subscriptions	19	-	-	-	-	
7203	0	Insurance Expense	13,126	16,071	16,071	22,463	22,463	
7206	0	Printing Expense	18,669	13,058	23,796	23,613	23,613	<sup>11</sup>
7207	0	Professional Fees	174,004	262,307	226,822	168,346	168,346	<sup>12</sup>
7213	0	Rentals & Leases	17,204	16,714	20,632	17,271	17,271	
7214	0	Uniform Rental	2	-	-	-	-	
7216	0	Trips & Tours	66,640	108,640	82,301	105,425	105,425	<sup>13</sup>
7217	0	Employee Training	140	200	2,800	2,450	2,450	
7218	0	Travel & Meeting	-	-	406	1,190	1,190	
7221	0	Sanitation Services	3,732	4,060	3,777	4,569	4,569	
7223	0	Furniture, Fixtures and Equip	-	5,700	6,680	4,750	4,750	
7225	0	Miscellaneous Equipment	221	375	330	-	-	
7249	0	Consumable Tools	362	400	300	520	520	
7258	0	Telephone	111	476	839	544	544	
7259	0	Mobile Telephone	2,501	516	516	516	516	
7268	0	Uniforms	25,216	35,223	34,874	36,606	36,606	
7270	0	Office Supplies	715	1,496	1,599	1,190	1,190	
7273	0	Janitorial Supplies	6,714	8,388	8,089	9,319	9,319	
7274	0	Concession Supplies	11,640	11,820	12,088	12,015	12,015	
7276	0	Recreational Supplies	67,731	69,030	68,896	67,850	67,850	
7277	0	Pro Shop Supplies	886	6,100	4,330	8,010	8,010	
7288	0	P-Card unallocated	3,233	-	-	-	-	
7704	0	Miscellaneous Expense	1,742	3,817	4,346	3,150	3,150	
<b>Total Supplies and Other Services</b>			<b>\$ 418,562</b>	<b>\$ 577,036</b>	<b>\$ 527,565</b>	<b>\$ 494,672</b>	<b>\$ 494,672</b>	<b>\$ -</b>
<b>MAINTENANCE &amp; REPAIRS</b>								
7300	0	M & R Buildings	\$ 54,259	\$ 37,405	\$ 27,449	\$ 34,895	34,895	
7301	0	M & R Grounds	2,593	1,825	1,887	8,086	8,086	
7302	0	M & R Other	2,275	1,624	4,773	1,300	1,300	
7304	0	M & R Dp Equipment	-	-	-	-	-	
7306	0	M & R Other Equipment	204	-	-	-	-	
7307	0	Maintenance - Software	4,003	3,659	4,244	4,436	4,436	
<b>Total Maintenance &amp; Repairs</b>			<b>\$ 63,334</b>	<b>\$ 44,513</b>	<b>\$ 38,353</b>	<b>\$ 48,717</b>	<b>\$ 48,717</b>	<b>\$ -</b>
<b>UTILITIES</b>								
7401	0	Natural Gas	\$ 4,999	\$ 1,551	\$ 1,577	\$ 1,539	\$ 1,539	
7403	0	Electricity	73,234	72,998	63,827	70,921	70,921	
7407	0	Water/Sewer	11,926	19,942	31,588	12,422	12,422	<sup>14</sup>
<b>Total Utilities</b>			<b>\$ 90,159</b>	<b>\$ 94,491</b>	<b>\$ 96,992</b>	<b>\$ 84,882</b>	<b>\$ 84,882</b>	<b>\$ -</b>
<b>DEPRECIATION</b>								
7600	0	Depreciation	\$ 18,905	\$ 19,854	\$ 19,854	\$ 16,733	\$ 16,733	
<b>Total Depreciation</b>			<b>\$ 18,905</b>	<b>\$ 19,854</b>	<b>\$ 19,854</b>	<b>\$ 16,733</b>	<b>\$ 16,733</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>								
8000	0	Capital Outlay	\$ -	\$ 25,394	\$ 35,865	\$ -	\$ 43,649	<sup>15</sup> \$ 43,649
<b>Total Capital Outlay</b>			<b>\$ -</b>	<b>\$ 25,394</b>	<b>\$ 35,865</b>	<b>\$ -</b>	<b>\$ 43,649</b>	<b>\$ 43,649</b>
<b>INTERDEPARTMENT CHARGE</b>								
9000	0	ITS Overhead	\$ 15,713	\$ 18,662	\$ 17,813	\$ 17,934	\$ 17,934	
9004	0	MERP	2,701	2,937	2,937	6,873	6,873	
9007		SLERP Payment	433	471	471	984	984	
<b>Total Interdepartment Charge</b>			<b>\$ 18,847</b>	<b>\$ 22,070</b>	<b>\$ 21,221</b>	<b>\$ 25,791</b>	<b>\$ 25,791</b>	<b>\$ -</b>
<b>TRANSFER TO OTHER FUNDS</b>								
9101	202	Transfer to Comm Center	3,519	3,519	3,519	3,520	3,520	
<b>Total Interdepartment Charge</b>			<b>\$ 3,519</b>	<b>\$ 3,519</b>	<b>\$ 3,519</b>	<b>\$ 3,520</b>	<b>\$ 3,520</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>			<b>\$ 1,299,332</b>	<b>\$ 1,680,202</b>	<b>\$ 1,589,350</b>	<b>\$ 1,683,193</b>	<b>\$ 1,726,842</b>	<b>\$ 43,649</b>
<b>NET</b>			<b>\$ 113,190</b>	<b>\$ 103,641</b>	<b>\$ 3,764</b>	<b>\$ 103,577</b>	<b>\$ 59,928</b>	<b>\$ (43,649)</b>
<b>Percent Recovery</b>			<b>108.71%</b>	<b>106.17%</b>	<b>100.24%</b>	<b>106.15%</b>	<b>103.47%</b>	

**ITEMIZED BUDGET EXPENSE WORKSHEET  
HARRIS PARK COMMUNITY CENTER  
SUMMARY OF ALL PROGRAMS  
FY24**

	Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
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**Footnotes:**

- <sup>1</sup> Camp Summit was lower due to staff shortages and taking 200 less campers than budgeted. In addition, Summit Ice only had two sessions of Learn to Skate instead of three. FY24 assumes normalized participation. Camp Summit budgeted for 750 enrollments and 440 campers per week. Weekly fee increased \$5.
- <sup>2</sup> FY23 was overbudgeted for BuddyPegs. FY24 reflects anticipated participation
- <sup>3</sup> Pickleball is underbudget to do instructor availability and starting classes later in the year. In addition, Tuesday, Thursday or Friday Adult Softball did not make and no youth girls volleyball due to a lack of space. FY24 reflects higher participation in Pickleball.
- <sup>4</sup> Warrant/Firehouse was under budget by \$34,000 and SoulRoot converted to a free concert. In addition, June national act has been pushed to FY24.
- <sup>5</sup> Athletics and Instructional 15% not budgeted appropriately. In addition, Lea McKeighan rentals were budgeted using a daily rate not an hourly rate in FY23. FY24 includes increased HPCC and Summit Ice rentals by 18% for discounted residents and 25% for non-residents. In addition, Hartman Park is not doing leagues on Tuesday, Thursday or Friday nights allowing for more field rentals.
- <sup>6</sup> TDL Registration fee increased for FY24
- <sup>7</sup> Expecting 3 less sponsors in FY24.
- <sup>8</sup> Due to reallocation of Superintendent II. In FY23, 45% of Superintendent II allocated to Fund 530. In FY24, 95% of Superintendent II allocated to Fund 530.
- <sup>9</sup> Camp Summit under budget due to staff shortage and less campers in FY23. FY24 anticipating normalized number of staff.
- <sup>10</sup> FY23 underbudget due to FT Employee declining health insurance. Increase in FY24 due to reallocation of Superintendent II salary/benefits as well as full participation in employee health insurance.
- <sup>11</sup> LPA budget lower due to moving national act to July. In addition, Summit Ice banners budgeted to advertising and moved to printing expense.
- <sup>12</sup> Savings in FY23 on umpires for adult softball due to leagues not making. In addition, national act and related fees moved from FY23 to FY24. FY24 lower due to a reduction in the number of national acts from previous years.
- <sup>13</sup> Camp Summit reduced number of campers resulting in fewer buses needed and field trip tickets purchased in FY23. Anticipating normal bus use in FY24.
- <sup>14</sup> Hartman Park watered more due to dry weather. In addition, Hartman had an irrigation line leak in FY23. Anticipating some credit for leak in FY24 to offset costs.
- <sup>15</sup> FY24 Capital includes replacement of HVAC and repairing and staining gym floor at HPCC.

**ITEMIZED BUDGET EXPENSE WORKSHEET**  
**PARKS & RECREATION**  
**SUMMARY OF ALL PROGRAMS**  
**FY24**

			Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
<b>REVENUES</b>								
<b>TAXES</b>								
4000	0	Property Tax - Jackson	\$ 3,344,723	\$ 3,162,000	\$ 3,162,000	\$ 3,549,413	\$ 3,549,413	1
4001	0	Property Tax - Cass	101,093	100,980	100,980	107,279	107,279	
4003	0	RR Tax - Jackson	66,670	63,240	63,240	70,750	70,750	
4004	0	RR Tax - Cass	1,433	1,530	1,530	1,520	1,520	
4005	0	Replacement Tax	427,924	389,640	389,640	454,112	454,112	
4008	0	Intangible Tax	15,948	20,400	20,400	16,924	16,924	
<b>Total Taxes</b>			<b>\$ 3,957,791</b>	<b>\$ 3,737,790</b>	<b>\$ 3,737,790</b>	<b>\$ 4,199,998</b>	<b>\$ 4,199,998</b>	<b>\$ -</b>
<b>FINES &amp; FORFEITURES</b>								
4104	0	Penalty Int on Taxes	\$ 20,327	\$ 17,365	\$ 17,365	\$ 17,712	\$ 17,712	
4105	0	Penalty Int - Other	25	-	-	-	-	
<b>Total Fines &amp; Forfeitures</b>			<b>\$ 20,352</b>	<b>\$ 17,365</b>	<b>\$ 17,365</b>	<b>\$ 17,712</b>	<b>\$ 17,712</b>	<b>\$ -</b>
<b>CONTRIBUTIONS</b>								
4709	0	Contributions - Parks	\$ 87,535	\$ 68,190	\$ 60,616	\$ 59,309	\$ 59,309	
4712	0	Contributions - Advertising	475	8,000	475	475	475	
<b>Total Contributions</b>			<b>\$ 88,010</b>	<b>\$ 76,190</b>	<b>\$ 61,091</b>	<b>\$ 59,784</b>	<b>\$ 59,784</b>	<b>\$ -</b>
<b>INTEREST ON INVESTMENTS</b>								
4600	0	Interest on Investments	\$ 45,280	\$ 25,200	\$ 25,200	\$ 24,000	\$ 24,000	
4601	0	Mark to Market Adjustment	(180,444)	(10,000)	(10,000)	2,000	2,000	
<b>Total Interest on Investments</b>			<b>\$ (135,164)</b>	<b>\$ 15,200</b>	<b>\$ 15,200</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>	<b>\$ -</b>
<b>SERVICES</b>								
4444	0	Other Services	\$ -	\$ -	\$ -	\$ -	\$ -	
4446	0	Other Revenue	2,583	1,829	1,829	\$ 1,940	1,940	
4447	0	Other Revenue - Taxable	17,243	-	-	-	-	
<b>Total Services</b>			<b>\$ 19,826</b>	<b>\$ 1,829</b>	<b>\$ 1,829</b>	<b>\$ 1,940</b>	<b>\$ 1,940</b>	<b>\$ -</b>
<b>MISCELLANEOUS</b>								
4716	0	Refund & Reimbursements	\$ 40,518	\$ 7,555	\$ 12,170	\$ 12,682	\$ 12,682	
4717	0	Discounts	431	-	-	-	-	
4718	0	Cash Over(Short)	33	-	-	-	-	
4704	0	Misc Revenue-Parks	70,130	63,505	96,434	82,074	82,074	2
<b>Total Miscellaneous</b>			<b>\$ 111,112</b>	<b>\$ 71,060</b>	<b>\$ 108,604</b>	<b>\$ 94,756</b>	<b>\$ 94,756</b>	<b>\$ -</b>
<b>TRANSFERS</b>								
5101	0	Transfer from Aquatics	5,985	5,985	5,985	5,985	5,985	
5101	0	Transfer from ITS	-	-	-	-	-	
5101	0	Transfer from Cemetery	16,348	16,352	16,352	18,051	18,051	
<b>Total Transfers</b>			<b>\$ 22,333</b>	<b>\$ 22,337</b>	<b>\$ 22,337</b>	<b>\$ 24,036</b>	<b>\$ 24,036</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>			<b>\$ 4,084,260</b>	<b>\$ 3,941,771</b>	<b>\$ 3,964,216</b>	<b>\$ 4,424,226</b>	<b>\$ 4,424,226</b>	
<b>EXPENDITURES</b>								
<b>PERSONNEL SERVICES</b>								
7000	0	Salaries - Regular	\$ 1,262,225	\$ 1,350,358	\$ 1,322,135	\$ 1,436,688	\$ 1,436,688	3
7001	0	Salaries - Part Time	17,615	24,601	27,500	56,426	56,426	4
7002	0	Overtime	6,816	5,610	5,515	6,200	6,200	
7005	0	Holiday Worked	662	-	-	-	-	
7008	0	Short Term Disability	1,090	1,172	1,109	1,172	1,172	
7009	0	FICA - Employer	74,088	85,582	80,195	93,093	93,093	
7011	0	Medicare Deduction	17,353	20,101	18,742	21,917	21,917	
7013	0	Car Allowance	5,114	5,100	5,152	5,100	5,100	
7014	0	Communication Allowance	4,721	4,677	4,713	4,557	4,557	
7015	0	Health/Dental Insurance	318,845	370,972	347,610	389,205	389,205	5
7018	0	Life Insurance	1,790	1,404	1,684	1,545	1,545	
7019	0	Workers Compensation	45,552	48,535	48,535	33,168	33,168	
7020	0	Long Term Disability	2,626	2,841	2,791	3,244	3,244	
7021	0	Unemployment Insurance	1,575	1,635	1,635	1,537	1,537	
7022	0	Work Comp Employer Suplmt	511	-	-	-	-	
7023	0	LAGERS - Retirement	147,154	153,867	149,514	149,084	149,084	
7026	0	College Tuition	-	-	-	1,548	1,548	
<b>Total Personnel Services</b>			<b>\$ 1,907,737</b>	<b>\$ 2,076,453</b>	<b>\$ 2,016,829</b>	<b>\$ 2,204,484</b>	<b>\$ 2,204,484</b>	<b>\$ -</b>
<b>SUPPLIES AND OTHER SERVICES</b>								
7200	0	Advertising Exp	\$ 408	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	
7201	0	Organizational Dues	5,651	6,965	7,945	8,704	8,704	
7202	0	Subscription to Periodicals	650	575	586	513	513	
7203	0	Insurance Expense	73,832	84,231	84,232	117,726	117,726	
7205	0	Postage Expense	23,938	28,800	27,688	35,417	35,417	
7206	0	Printing Expense	35,385	36,722	34,225	32,856	32,856	
7207	0	Professional Fees	300,327	322,093	306,226	373,742	373,742	6
7212	0	Other Professional Fees	244	3,000	-	-	-	

**ITEMIZED BUDGET EXPENSE WORKSHEET**  
**PARKS & RECREATION**  
**SUMMARY OF ALL PROGRAMS**  
**FY24**

			Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
7213	0	Rentals & Leases	23,101	29,362	30,249	41,422	41,422	<sup>7</sup>
7214	0	Uniform Rental	318	424	185	376	376	
7217	0	Employee Training Expense	237	-	-	-	-	
7218	0	Travel & Meeting	44,135	57,660	53,241	57,132	57,132	
7221	0	Sanitation Services	15,340	12,038	14,387	15,778	15,778	
7223	0	Furniture Fixture & Office Equip	3,421	-	-	13,055	13,055	<sup>8</sup>
7233	0	Public Relations	4,262	4,969	5,678	5,660	5,660	
7238	0	Damages & Claims	2,046	-	-	-	-	
7246	0	Late Charge & Penalty	-	-	-	-	-	
7249	0	Consumable Tools	7,891	8,696	8,370	8,985	8,985	
7250	0	Computer Equip - Non depr	483	-	-	1,850	1,850	
7253	0	Collection Fees - Jackson County	62,336	58,500	57,092	66,150	66,150	<sup>9</sup>
7254	0	Cass Co Collection Fees	4,568	4,000	4,022	4,847	4,847	
7258	0	Telephone	1,267	-	-	-	-	
7259	0	Mobile Telephone	3,075	3,639	4,135	3,639	3,639	
7260	0	Asphalt	168,895	320,000	419,863	487,000	487,000	<sup>10</sup>
7262	0	Rock & Gravel	13,257	11,582	11,500	11,600	11,600	
7264	0	Other Construction Materials	32,097	15,000	12,958	21,506	21,506	
7269	0	Special Apparel	6,650	10,448	11,262	11,293	11,293	
7270	0	Office Supplies	4,437	7,420	5,261	6,540	6,540	
7271	0	Chemicals	28,009	31,370	39,594	39,400	39,400	
7272	0	Computer Supplies	-	1,000	667	-	-	
7273	0	Janitorial Supplies	10,654	10,241	10,091	10,500	10,500	
7276	0	Recreational Supplies	-	-	-	-	-	
7283	0	Contract Service-Concrete	3,164	6,200	6,200	6,200	6,200	
7285	0	Bankcard Fees	-	-	-	-	-	
7288	0	P-Card unallocated	2,921	-	-	-	-	
7704	0	Miscellaneous Expense	875	10,000	10,000	15,000	15,000	
<b>Total Supplies and Other Services</b>			<b>\$ 883,874</b>	<b>\$ 1,086,035</b>	<b>\$ 1,166,756</b>	<b>\$ 1,397,991</b>	<b>\$ 1,397,991</b>	<b>\$ -</b>
<b>MAINTENANCE &amp; REPAIRS</b>								
7300	0	M & R Buildings	\$ 59,895	\$ 65,278	\$ 141,494	\$ 78,600	\$ 78,600	<sup>11</sup>
7301	0	M & R Grounds	222,685	220,072	231,163	238,040	238,040	
7304	0	M & R Dp Equip	800	-	-	-	-	
7305	0	M & R Vehicle	17,737	17,739	17,028	18,439	18,439	
7306	0	M & R Other Equipment	14,319	20,235	15,735	22,419	22,419	
7307	0	Maintenance Software	13,590	12,613	12,619	43,763	43,763	<sup>12</sup>
<b>Total Maintenance &amp; Repairs</b>			<b>329,026</b>	<b>335,937</b>	<b>418,038</b>	<b>\$ 401,261</b>	<b>\$ 401,261</b>	<b>\$ -</b>
<b>UTILITIES</b>								
7401	0	Natural Gas	\$ 2,381	\$ 1,644	\$ 2,348	\$ 2,370	\$ 2,370	
7403	0	Electricity	32,491	40,877	40,068	33,964	33,964	
7407	0	Water/Sewer	105,738	120,785	121,231	104,992	104,992	<sup>13</sup>
<b>Total Utilities</b>			<b>\$ 140,610</b>	<b>\$ 163,306</b>	<b>\$ 163,647</b>	<b>\$ 141,326</b>	<b>\$ 141,326</b>	<b>\$ -</b>
<b>FUEL &amp; LUBRICANTS</b>								
7500	0	Fuel and Lubricants	\$ 48,508	\$ 40,469	\$ 33,522	\$ 38,948	\$ 38,948	
<b>Total Fuel &amp; Lubricants</b>			<b>\$ 48,508</b>	<b>\$ 40,469</b>	<b>\$ 33,522</b>	<b>\$ 38,948</b>	<b>\$ 38,948</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>								
8000	0	Capital Outlay	\$ 105,320	\$ 180,131	\$ 181,209	\$ -	\$ 221,647	<sup>14</sup> \$ 221,647
<b>Total Capital Outlay</b>			<b>\$ 105,320</b>	<b>\$ 180,131</b>	<b>\$ 181,209</b>	<b>\$ -</b>	<b>\$ 221,647</b>	<b>\$ 221,647</b>
<b>CONSTRUCTION</b>								
8502	0	Reimbursement-Intrfd Serv	\$ (155,359)	\$ (156,766)	\$ (156,766)	\$ (201,144)	\$ (201,144)	
<b>Total Construction</b>			<b>\$ (155,359)</b>	<b>\$ (156,766)</b>	<b>\$ (156,766)</b>	<b>\$ (201,144)</b>	<b>\$ (201,144)</b>	<b>\$ -</b>
<b>INTERDEPARTMENT CHARGE</b>								
9000	0	ITS Overhead	\$ 44,258	\$ 52,569	\$ 52,569	\$ 50,515	\$ 50,515	
9001	0	CVM Overhead	34,155	46,843	46,843	56,815	\$ 56,815	
9003	0	CBS Overhead	30,402	38,611	38,611	43,392	\$ 43,392	
9004	0	MERP Payment	5,400	5,872	5,872	13,740	\$ 13,740	
9005	0	VERP Payment	55,891	72,254	72,254	128,997	\$ 128,997	<sup>15</sup>
9006	0	BERP Payment	-	-	-	\$ -	\$ -	
9007	0	SLERP Payment	840	914	913	1,910	\$ 1,910	
<b>Total Interdepartment Charge</b>			<b>\$ 170,946</b>	<b>\$ 217,063</b>	<b>\$ 217,062</b>	<b>\$ 295,369</b>	<b>\$ 295,369</b>	<b>\$ -</b>
<b>TRANSFER TO OTHER FUNDS</b>								
9101-327	0	Transfer to Park Development	\$ -	\$ -	\$ -	\$ -	\$ 2,600,000	<sup>16</sup> \$ 2,600,000
<b>Total Transfer To Other Funds</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,600,000</b>	<b>\$ 2,600,000</b>
<b>TOTAL EXPENDITURES</b>			<b>\$ 3,430,662</b>	<b>\$ 3,942,628</b>	<b>\$ 4,040,297</b>	<b>\$ 4,278,235</b>	<b>\$ 7,099,882</b>	<b>\$ 2,821,647</b>
<b>NET</b>			<b>\$ 653,598</b>	<b>\$ (857)</b>	<b>\$ (76,081)</b>	<b>\$ 145,991</b>	<b>\$ (2,675,656)</b>	<b>\$ (2,821,647)</b>

<sup>1</sup> Budget based on 7.5% increase, per direction from city.

**ITEMIZED BUDGET EXPENSE WORKSHEET**  
**PARKS & RECREATION**  
**SUMMARY OF ALL PROGRAMS**  
**FY24**

	Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
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<sup>2</sup> Increase in shelter rentals budgeted for FY24. Based on actual performance.

<sup>3</sup> Budget based on full staffing level with a 6% cost of living adjustment.

<sup>4</sup> Unable to fill PT seasonal parks positions in FY23. Anticipating full staffing levels in FY24.

<sup>5</sup> FY24 increase based on blended rate increase and assumption of full staffing level in FY24.

<sup>6</sup> Mowing contract has increased 27%.

<sup>7</sup> The cost of comfort stations and janitorial services have increased.

<sup>8</sup> Added bottle fillers and concession stands at Legacy Park for FY24.

<sup>9</sup> Increase in collection fees proportionally related to increase in property taxes collected.

<sup>10</sup> FY23 projections included several FY22 projects that were not completed within the FY22 fiscal year. FY24 includes significant projects at Legacy Park and Park Operations.

<sup>11</sup> Elevator repairs for Longview Community Center in FY23 paid for out of Fund 200

<sup>12</sup> Increase related to RecTrac improvements and Beehive asset management system

<sup>13</sup> FY23 was the first full year of splashpad operations. FY23 budget and projections were an estimate. FY24 budget based on actuals.

<sup>14</sup> Capital Outlay includes the purchase of a mega concrete mixer, shade tarps, an aera-vator and a retaining wall and fence painting at Hartman. In addition, Irrigation controls in our Parks. Also includes consultant for Legacy Lake dredging.

<sup>15</sup> Due to increase cost in vehicles as well as a discontinuation of longstanding fleet discount, VERP increased by 80%.

<sup>16</sup> \$2.6MM transfer to construction fund for future fieldhouse development.

ITEMIZED BUDGET EXPENSE WORKSHEET  
AQUATICS CENTER  
FY24

			Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY22-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
<b>REVENUES</b>								
<b>ACTIVITY FEES</b>								
4414	0	Activity Fees	\$ 42,386	\$ 41,360	\$ 52,828	\$ 54,369	\$ 54,369	
4421	0	Gate Receipts	681,700	577,448	760,139	845,845	845,845	<sup>1</sup>
4422	0	Memberships	222,703	179,300	177,055	190,715	190,715	<sup>2</sup>
<b>Total Activity Fees</b>			<b>\$ 946,789</b>	<b>\$ 798,108</b>	<b>\$ 990,022</b>	<b>\$ 1,090,929</b>	<b>\$ 1,090,929</b>	<b>\$ -</b>
<b>OTHER USER CHARGES</b>								
4504	0	Pro Shop	\$ 3,780	\$ 6,482	\$ 3,849	\$ 7,116	\$ 7,116	
4505	0	Concessions	177,225	151,695	175,789	184,820	184,820	
<b>Total User Charges</b>			<b>\$ 181,005</b>	<b>\$ 158,177</b>	<b>\$ 179,638</b>	<b>\$ 191,936</b>	<b>\$ 191,936</b>	<b>\$ -</b>
<b>RENTALS</b>								
4442	0	Facility Rentals	\$ 44,945	\$ 55,752	\$ 45,034	\$ 42,324	\$ 42,324	<sup>3</sup>
<b>Total Rentals</b>			<b>\$ 44,945</b>	<b>\$ 55,752</b>	<b>\$ 45,034</b>	<b>\$ 42,324</b>	<b>\$ 42,324</b>	<b>\$ -</b>
<b>INTEREST ON INVESTMENTS</b>								
4600	0	Interest on Investments	\$ 4,058	\$ 2,400	\$ 2,400	\$ 6,000	\$ 6,000	
4601	0	Mark to Market Adjustment	(12,676)	2,000	2,000	800	800	
<b>Total Interest on Investments</b>			<b>\$ (8,618)</b>	<b>\$ 4,400</b>	<b>\$ 4,400</b>	<b>\$ 6,800</b>	<b>\$ 6,800</b>	<b>\$ -</b>
<b>MISCELLANEOUS</b>								
4716	0	Refunds & Reimbursements	\$ 114	\$ -	\$ -	\$ -	\$ -	
4717	0	Discounts	11	-	-	-	-	
4718	0	Cash Over/Short	(307)	50	50	-	-	
4446	0	Other Revenue	1,041	4,940	7,535	4,970	4,970	
<b>Total Miscellaneous</b>			<b>\$ 859</b>	<b>\$ 4,990</b>	<b>\$ 7,585</b>	<b>\$ 4,970</b>	<b>\$ 4,970</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>			<b>\$ 1,164,980</b>	<b>\$ 1,021,427</b>	<b>\$ 1,226,679</b>	<b>\$ 1,336,959</b>	<b>\$ 1,336,959</b>	<b>\$ -</b>

**EXPENDITURES**

**PERSONNEL SERVICES**

7000	0	Salaries - Regular	\$ 67,836	\$ 79,618	\$ 73,260	\$ 88,610	\$ 88,610	<sup>4</sup>
7001	0	Salaries - Part Time	375,078	400,078	447,249	484,467	484,467	<sup>5</sup>
7002	0	Overtime	42	-	1,455	-	-	
7005	0	Holiday Worked	-	-	-	13,858	13,858	<sup>6</sup>
7008	0	Short Term Disability	62	76	66	81	81	
7009	0	FICA - Employer	27,284	29,749	32,272	47,424	47,424	<sup>7</sup>
7011	0	Medicare Deduction	6,381	6,957	7,547	11,093	11,093	
7014	0	Communication Allowance	128	126	231	258	258	
7015	0	Health/Dental Insurance	15,171	24,021	21,010	27,000	27,000	
7018	0	Life Insurance	88	84	84	94	94	
7019	0	Workers Compensation	8,178	8,713	8,713	5,954	5,954	
7020	0	Long Term Disability	138	179	164	201	201	
7021	0	Unemployment Insurance	630	630	630	636	636	
7023	0	LAGERS - Retirement	6,890	9,011	8,429	9,153	9,153	
<b>Total Personnel Services</b>			<b>\$ 507,906</b>	<b>\$ 559,243</b>	<b>\$ 601,110</b>	<b>\$ 688,828</b>	<b>\$ 688,828</b>	<b>\$ -</b>

**SUPPLIES AND OTHER SERVICES**

7200	0	Advertising Exp	\$ -	\$ 2,450	\$ 2,450	\$ 2,407	\$ 2,407	
7201	0	Organizational Dues	40	444	474	474	474	
7203	0	Insurance Expense	15,546	17,813	17,813	24,896	24,896	<sup>8</sup>
7206	0	Printing Expense	219	1,370	1,789	1,306	1,306	
7207	0	Professional Fees	15,786	12,351	33,039	32,811	32,811	
7213	0	Rentals & Leases	-	700	700	700	700	
7217	0	Employee Training	2,000	4,445	4,445	5,030	5,030	
7218	0	Travel & Meetings	-	-	-	1,360	1,360	
7221	0	Sanitation Services	588	1,000	675	750	750	
7223	0	Furniture, Fixtures and Equip	10,667	10,366	23,502	13,370	13,370	<sup>9</sup>
7225	0	Miscellaneous Equipment	6,573	6,830	5,392	4,930	4,930	
7249	0	Consumable Tools	357	415	415	300	300	
7259	0	Mobile Telephone	613	-	-	-	-	
7268	0	Uniforms	9,290	4,782	9,122	9,337	9,337	
7270	0	Office Supplies	456	790	945	780	780	
7271	0	Chemicals	48,807	42,705	36,272	33,423	33,423	
7273	0	Janitorial Supplies	3,196	7,666	7,807	8,012	8,012	
7274	0	Concession Supplies	69,653	58,552	64,258	72,002	72,002	

ITEMIZED BUDGET EXPENSE WORKSHEET  
AQUATICS CENTER  
FY24

			Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY22-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
7276	0	Recreational Supplies	5,074	4,075	3,755	4,903	4,903	
7277	0	Pro Shop Supplies	2,526	2,587	3,063	4,481	4,481	
7288	0	P-Card unallocated	176	-	-	-	-	
7704	0	Miscellaneous Expense	472	68	154	2	2	
<b>Total Supplies and Other Services</b>			<b>\$ 192,039</b>	<b>\$ 179,409</b>	<b>\$ 216,070</b>	<b>\$ 221,273</b>	<b>\$ 221,273</b>	<b>\$ -</b>
<b>MAINTENANCE &amp; REPAIRS</b>								
7300	0	M & R Buildings	\$ 81,177	\$ 35,250	\$ 31,542	\$ 34,150	\$ 34,150	
7301	0	M & R Grounds	2,058	1,500	2,935	1,600	1,600	
7306	0	M & R Other Equipment	1,418	2,696	4,980	2,324	2,324	
7307	0	Maintenance-Software	1,700	1,605	1,605	1,884	1,884	
<b>Total Maintenance &amp; Repairs</b>			<b>\$ 86,353</b>	<b>\$ 41,051</b>	<b>\$ 41,062</b>	<b>\$ 39,958</b>	<b>\$ 39,958</b>	<b>\$ -</b>
<b>UTILITIES</b>								
7403	0	Electricity	\$ 59,556	\$ 61,180	\$ 58,480	\$ 59,361	\$ 59,361	
7407	0	Water/Sewer	41,525	39,250	44,217	46,940	46,940	
<b>Total Utilities</b>			<b>\$ 101,081</b>	<b>\$ 100,430</b>	<b>\$ 102,697</b>	<b>\$ 106,301</b>	<b>\$ 106,301</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>								
8000	0	Capital Outlay	\$ -	\$ 93,240	\$ 84,573		\$ 28,545 <sup>10</sup>	\$ 28,545
<b>Total Capital Outlay</b>			<b>\$ -</b>	<b>\$ 93,240</b>	<b>\$ 84,573</b>	<b>\$ -</b>	<b>\$ 28,545</b>	<b>\$ 28,545</b>
<b>INTERDEPARTMENT CHARGE</b>								
9000	0	ITS-Overhead	\$ 15,713	\$ 18,664	\$ 18,664	\$ 17,934	\$ 17,934	
9004	0	MERP Payment	3,151	3,427	3,427	8,018	8,018	
9007	0	SLERP Payment	458	498	498	1,041	1,041	
<b>Total Interdepartment Charge</b>			<b>\$ 19,322</b>	<b>\$ 22,589</b>	<b>\$ 22,589</b>	<b>\$ 26,993</b>	<b>\$ 26,993</b>	<b>\$ -</b>
<b>TRANSFER TO OTHER FUNDS</b>								
9101	0	Transfer to Park Fund	\$ 5,985	\$ 5,985	\$ 5,985	\$ 5,985	\$ 5,985	
<b>Total Transfers</b>			<b>\$ 5,985</b>	<b>\$ 5,985</b>	<b>\$ 5,985</b>	<b>\$ 5,985</b>	<b>\$ 5,985</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>			<b>\$ 912,686</b>	<b>\$ 1,001,948</b>	<b>\$ 1,074,086</b>	<b>\$ 1,089,339</b>	<b>\$ 1,117,884</b>	<b>\$ 28,545</b>
<b>NET</b>			<b>\$ 252,294</b>	<b>\$ 19,479</b>	<b>\$ 152,593</b>	<b>\$ 247,620</b>	<b>\$ 219,075</b>	<b>\$ (28,545)</b>
<b>Percent Recovery</b>			<b>127.64%</b>	<b>101.94%</b>	<b>114.21%</b>	<b>122.73%</b>	<b>119.60%</b>	

**Footnotes**

<sup>1</sup> Gate receipts are increasing 18% for discounted residents and 25% for non-residents.

<sup>2</sup> Membership lower than FY22 Actuals based many other facilities not opening in FY22.

<sup>3</sup> After hours rentals were eliminated in summer of 2023.

<sup>4</sup> Increase due to reallocation of employees as well as 6% cost of living increase

<sup>5</sup> Increase due to assumed 6% merit increase as well as full year at \$12 minimum wage.

<sup>6</sup> Holiday Worked was not budgeted or prior to FY24.

<sup>7</sup> Increase associated with increase in FT Salary.

<sup>8</sup> Due to a significant increase in cost of insurance as City insurance planning for future claims, cost of insurance increased by approximately 60%.

<sup>9</sup> A large number of lounge chairs were purchased in FY23. Not anticipated in FY24.

<sup>10</sup> Capital Outlay is to purchase new speakers and a timer for slide.

**ITEMIZED BUDGET EXPENSE WORKSHEET**  
**CEMETERY**  
**FY24**

			Prior Year Actual FY2021- 22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
<b>REVENUES</b>								
<b>SERVICES</b>								
4423	0	Grave Openings	\$ 62,700	\$ 68,400	\$ 64,450	\$ 60,550	\$ 60,550	
4424	0	Monument Footings	2,086	6,909	5,743	4,200	4,200	
4426	0	Flaggings	1,800	1,600	1,800	1,800	1,800	
4441	0	Misc Services	-	-	-	-	-	
4446	0	Other Revenue	15	-	-	-	-	
<b>Total Services</b>			<b>\$ 66,601</b>	<b>\$ 76,909</b>	<b>\$ 71,993</b>	<b>\$ 66,550</b>	<b>\$ 66,550</b>	<b>\$ -</b>
<b>MATRL &amp; FUEL-Material and fuel sales</b>								
4508	0	Monument Sales	\$ 5,922	\$ 38,887	\$ 11,165	\$ 10,000	\$ 10,000 <sup>1</sup>	
<b>Total MATRL &amp; FUEL-Material and fuel sales</b>			<b>\$ 5,922</b>	<b>\$ 38,887</b>	<b>\$ 11,165</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>
<b>INTEREST ON INVESTMENTS</b>								
4600	0	Interest on Investments	\$ 12,581	\$ 24,000	\$ 24,000	\$ 8,000	\$ 8,000 <sup>2</sup>	
4601	0	Mark to Market Adjustment	(41,359)	4,000	4,000	400	400 <sup>2</sup>	
<b>Total Interest on Investments</b>			<b>\$ (28,778)</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 8,400</b>	<b>\$ 8,400</b>	<b>\$ -</b>
<b>PROPERTY SALES</b>								
4801	0	Sale of Personal Property	\$ 32,042	\$ 36,000	\$ 29,000	\$ 33,750	\$ 33,750 <sup>3</sup>	
<b>Total Property Sales</b>			<b>\$ 32,042</b>	<b>\$ 36,000</b>	<b>\$ 29,000</b>	<b>\$ 33,750</b>	<b>\$ 33,750</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>			<b>\$ 75,787</b>	<b>\$ 179,796</b>	<b>\$ 140,158</b>	<b>\$ 118,700</b>	<b>\$ 118,700</b>	<b>\$ -</b>
<b>EXPENDITURES</b>								
<b>PERSONNEL SERVICES</b>								
7000	0	Salaries - Regular	\$ 26,337	\$ 30,330	\$ 26,735	\$ 32,028	\$ 32,028	
7002	0	Overtime	-	-	-	-	-	
7008	0	Short Term Disability	33	38	49	38	38	
7009	0	FICA - Employer	1,415	1,884	3,400	1,990	1,990	
7011	0	Medicare Deduction	331	441	795	465	465	
7014	0	Communication Allowance	157	63	60	63	63	
7015	0	Health/Dental Insurance	12,343	11,903	15,983	12,555	12,555	
7018	0	Life Insurance	43	32	62	34	34	
7019	0	Worker's Compensation	2,949	3,141	3,142	2,147	2,147	
7020	0	Long Term Disability	61	72	129	73	73	
7021	0	Unemployment Insurance	45	45	45	45	45	
7023	0	LAGERS - Retirement	3,068	3,434	6,386	3,305	3,305	
<b>Total Personnel Services</b>			<b>\$ 46,782</b>	<b>\$ 51,383</b>	<b>\$ 56,786</b>	<b>\$ 52,743</b>	<b>\$ 52,743</b>	<b>\$ -</b>
<b>SUPPLIES AND OTHER SERVICES</b>								
7203	0	Insurance Expense	\$ 639	\$ 742	\$ 742	\$ 1,037	\$ 1,037	
7207	0	Professional Fees	36,077	46,400	53,342	81,450	81,450 <sup>4</sup>	
7213	0	Rentals & Leases	99	1,000	770	900	900	
7221	0	Sanitation Services	176	600	600	600	600	
7249	0	Consumable Tools	8	200	249	250	250	
7258	0	Telephone	-	400	400	360	360	
7259	0	Mobile Telephone	528	340	630	630	630	
7261	0	Concrete	256	581	878	600	600	
7264	0	Other Construction Materials	9,156	24,115	8,242	7,050	7,050 <sup>5</sup>	
7269	0	Special Apparel	200	180	381	180	180	
7270	0	Office Supplies	128	400	400	400	400	
7271	0	Chemical Supplies	-	-	-	2,730	2,730	
7273	0	Janitorial Supplies	116	180	180	180	180	
<b>Total Supplies and Other Services</b>			<b>\$ 47,383</b>	<b>\$ 75,138</b>	<b>\$ 66,814</b>	<b>\$ 96,367</b>	<b>\$ 96,367</b>	<b>\$ -</b>
<b>MAINTENANCE &amp; REPAIRS</b>								
7300	0	M & R Buildings	\$ 5,261	\$ 250	\$ 250	\$ 750	\$ 750	
7301	0	M & R Grounds	3,426	4,000	3,745	4,760	4,760	
7305	0	M & R Vehicle	146	900	900	900	900	
7306	0	M & R Other Equipment	264	264	264	564	564	
7307	0	Software	4,250	4,250	4,250	4,250	4,250	
<b>Total Maintenance &amp; Repairs</b>			<b>\$ 13,347</b>	<b>\$ 9,664</b>	<b>\$ 9,409</b>	<b>\$ 11,224</b>	<b>\$ 11,224</b>	<b>\$ -</b>
<b>UTILITIES</b>								
7401	0	Natural Gas	\$ 899	\$ 975	\$ 922	\$ 966	\$ 966	
7403	0	Electricity	1,326	2,800	1,291	1,325	1,325	
7407	0	Water/Sewer	518	597	515	540	540	
<b>Total Utilities</b>			<b>\$ 2,743</b>	<b>\$ 4,372</b>	<b>\$ 2,728</b>	<b>\$ 2,831</b>	<b>\$ 2,831</b>	<b>\$ -</b>
<b>FUEL &amp; LUBRICANTS</b>								
7500	0	Fuel/Lubricants	\$ 732	\$ 717	\$ 712	\$ 960	\$ 960	
<b>Total Fuel &amp; Lubricants</b>			<b>\$ 732</b>	<b>\$ 717</b>	<b>\$ 712</b>	<b>\$ 960</b>	<b>\$ 960</b>	<b>\$ -</b>
<b>INTERDEPARTMENT CHARGE</b>								



ITEMIZED BUDGET EXPENSE WORKSHEET  
CEMETERY  
FY24

			Prior Year Actual FY2021- 22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
9000	0	ITS Overhead	\$ 9,602	\$ 11,405	\$ 11,405	\$ 10,959	\$ 10,959	
9001	0	Fleet Overhead	697	956	956	325	325	
9004	0	MERP	450	490	490	1,145	1145	
9005	0	VERP Payment	1,725	844	844	3,836	3836 <sup>6</sup>	
9007	0	SLERP Payment	51	55	55	116	116	
<b>Total Interdepartment Charge</b>			<b>\$ 12,525</b>	<b>\$ 13,750</b>	<b>\$ 13,750</b>	<b>\$ 16,382</b>	<b>\$ 16,382</b>	<b>\$ -</b>
<b>TRANSFERS</b>								
9101	0	Transfer to Parks	\$ 16,348	\$ 15,502	\$ 15,502	\$ 18,051	\$ 18,051	
9101	0	Transfer to ITS	-	-	-	\$ -	-	
<b>Total Transfers</b>			<b>\$ 16,348</b>	<b>\$ 15,502</b>	<b>\$ 15,502</b>	<b>\$ 18,051</b>	<b>\$ 18,051</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>			<b>\$ 139,860</b>	<b>\$ 170,526</b>	<b>\$ 165,701</b>	<b>\$ 198,557</b>	<b>\$ 198,557</b>	<b>\$ -</b>
<b>NET</b>			<b>\$ (64,073)</b>	<b>\$ 9,270</b>	<b>\$ (25,543)</b>	<b>\$ (79,857)</b>	<b>\$ (79,857)</b>	<b>\$ -</b>
<b>Percent Recovery</b>			<b>54.19%</b>	<b>105.44%</b>	<b>84.58%</b>	<b>59.78%</b>	<b>59.78%</b>	

Footnotes:

<sup>1</sup> Monument sales were greatly overbudgeted. FY24 Budget reflects more accurate historical performance.

<sup>2</sup> Portfolio performance suffered significant loss in FY22 and FY23. Anticipating better performance in FY24.

<sup>3</sup> Budget had columbarium sales more aggressive than the actual one per month.

<sup>4</sup> New contracts for mowing and grave digger. Mowing at cemetery increase by 80%, per new contract.

<sup>5</sup> Other Construction Materials is relation to Monument Sales being down.

<sup>6</sup> Due to increasing cost of vehicles as no longer receiving fleet discount, VERP increased by 85% in FY24.

ITEMIZED BUDGET EXPENSE WORKSHEET  
CONSTRUCTION FUND  
SUMMARY OF ALL PROGRAMS  
FY24

	Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Total Budget Request FY2023-24
<b>REVENUES</b>				
<b>CONTRIBUTIONS</b>				
CONTRIBUTIONS - OTHER	\$ -	\$ 250,000	\$ 250,000	\$ 9,360,000
<b>Contributions Total</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 9,360,000</b>
<b>INTEREST</b>				
INTEREST ON INVESTMENTS	\$ (33,557)	\$ 16,782	\$ 22,410	\$ 43,691
<b>Interest Total</b>	<b>\$ (33,557)</b>	<b>\$ 16,782</b>	<b>\$ 22,410</b>	<b>\$ 43,691</b>
<b>TRANSFERS</b>				
TRANSFER FROM COP DEBT FUND	4,200,000	3,000,000	3,000,000	7,000,000
<b>Transfers to Other Funds Total</b>	<b>\$ 4,200,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 7,000,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 4,166,443</b>	<b>\$ 3,266,782</b>	<b>\$ 3,272,410</b>	<b>\$ 16,403,691</b>
<b>EXPENDITURES</b>				
<b>INTEREST EXPENSE</b>				
INTEREST EXPENSE	\$ 8,111	\$ -	\$ -	\$ -
<b>Interest Expense Total</b>	<b>\$ 8,111</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>ADDITIONS TO CONSTRUCTION IN PROGRESS</b>				
PROJECT COSTS	\$ 302,266	\$ 1,750,000	\$ 1,314,000	\$ 6,445,000
<b>Additions to Construction in Progress</b>	<b>\$ 302,266</b>	<b>\$ 1,750,000</b>	<b>\$ 1,314,000</b>	<b>\$ 6,445,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 310,377</b>	<b>\$ 1,750,000</b>	<b>\$ 1,314,000</b>	<b>\$ 6,445,000</b>
<b>NET CHANGE</b>	<b>\$ 3,856,066</b>	<b>\$ 1,516,782</b>	<b>\$ 1,958,410</b>	<b>\$ 9,958,691</b>

ITEMIZED BUDGET EXPENSE WORKSHEET  
PARKS COP DEBT FUND  
SUMMARY OF ALL PROGRAMS  
FY24

	Prior Year Actual FY2021-22	Budget FY2022-23	Projected FY2022-23	Total Budget Request FY2023-24
<b>REVENUES</b>				
<b>TAXES</b>				
SALES TAX	5,037,201	4,371,843	5,226,096	5,414,991
USE TAX	939,918	873,215	975,165	1,010,412
EATS	(152,803)	(147,469)	(158,533)	(164,263)
<b>Taxes Total</b>	<b>5,824,316</b>	<b>5,097,589</b>	<b>6,042,728</b>	<b>6,261,140</b>
<b>INTEREST</b>				
MARK-TO-MARKET ADJUSTMENT	(68,059)	(8,500)	(8,500)	(9,010)
INTEREST ON INVESTMENTS	17,889	15,000	15,000	15,900
<b>Interest Total</b>	<b>(50,170)</b>	<b>6,500</b>	<b>6,500</b>	<b>6,890</b>
<b>TOTAL REVENUES</b>	<b>5,774,146</b>	<b>5,104,089</b>	<b>6,049,228</b>	<b>6,268,030</b>
<b>EXPENDITURES</b>				
<b>TRANSFER TO OTHER FUNDS</b>				
TRANSFER TO GAMBER COMMUNITY CENTER	175,000	175,000	175,000	175,000
TRANSFER TO CONSTRUCTION FUND	4,200,000	3,000,000	3,000,000	7,000,000
<b>Transfer Total</b>	<b>4,375,000</b>	<b>3,175,000</b>	<b>3,175,000</b>	<b>7,175,000</b>
<b>TOTAL EXPENDITURES</b>	<b>4,375,000</b>	<b>3,175,000</b>	<b>3,175,000</b>	<b>7,175,000</b>
<b>NET CHANGE</b>	<b>1,399,146</b>	<b>1,929,089</b>	<b>2,874,228</b>	<b>(906,970)</b>

## TERMINOLOGY / USEFUL THINGS TO KNOW

As in all fields of work, certain words are used that are not readily understood by new people. Listed below are some acronyms used in our field/agency:

⇒ AFO	▪ Aquatic Facility Operator
⇒ Agency	▪ The Department or Organization that is responsible for delivery of Park & Recreation services.
⇒ Authority	▪ See Agency.
⇒ BERP	▪ Building Equipment Replacement Plan
⇒ Blueway	▪ Waterway designed for recreational activity
⇒ Board	▪ The group of residents responsible for the operation of the Agency
⇒ CAPRA	▪ Commission for Accreditation of Park and Recreation Agencies
⇒ CBM	▪ Abbreviation used for Citizen-Board Member.
⇒ CDBG	▪ Community Development Block Grant
⇒ CBS	▪ Central Building Services
⇒ Change Authorization	▪ Interim document issued by LSPR to cover changes or other instructions pertaining to a contract.
⇒ Change Order	▪ Work added/removed from original scope of work by LSPR
⇒ CIP	▪ Capital Improvement Plan
⇒ Commission	▪ See Agency.
⇒ Commissioner	▪ Board member in certain states.
⇒ COP	▪ Certificate of Participation
⇒ CPI	▪ Consumer Price Index
⇒ CPO	▪ Certified Pool Operator
⇒ CVM	▪ Central Vehicle Maintenance
⇒ Department	▪ See Agency
⇒ EAR	▪ End of Activity Report
⇒ EATS	▪ Economic Activity Taxes
⇒ EOP	▪ End of Project Report
⇒ FF&E	▪ Furniture, Fixtures and Equipment
⇒ FTE	▪ Full Time Equivalent
⇒ GAAP	▪ Generally Accepted Accounting Principles
⇒ GASB	▪ Governmental Accounting Standards Board
⇒ GCC	▪ Gamber Community Center
⇒ GIS	▪ Geographical Information System
⇒ HPCC	▪ Harris Park Community Center
⇒ ITS	▪ Information Technology Services
⇒ LFPF	▪ Legacy for Parks Foundation
⇒ LCC	▪ J. Thomas Lovell Community Center
⇒ LVCC	▪ Longview Community Center
⇒ ICAA	▪ International Council on Active Aging
⇒ LD	▪ Liquidated Damages
⇒ LLPP	▪ Local Landmark Park Program
⇒ LMN	▪ Lea McKeighan North/Summit Ice
⇒ LPA	▪ Legacy Park Amphitheater

⇒ LSAC	▪ Lee's Summit Arts Council
⇒ LSPR	▪ Lee's Summit Parks and Recreation
⇒ LWCF	▪ Land & Water Conservation Fund
⇒ MDNR	▪ Missouri Division of Natural Resources
⇒ MERP	▪ Managed Equipment Replacement Plan
⇒ MOU	▪ Memorandum of Understanding
⇒ MPRA	▪ Missouri Park and Recreation Association
⇒ Municipality	▪ A city, town, township, village, county, or other geographical area providing services to its residents.
⇒ NCOA	▪ National Council on Aging
⇒ NOV	▪ Notice of Violation
⇒ NRPA	▪ National Recreation and Park Association
⇒ Patrons	▪ Customers
⇒ PC&OC	▪ Park Construction and Operations Center
⇒ Youth Sports Association	▪ Youth sports groups governed by the organization and working in partnership with LSPR
⇒ SLERP	▪ Software License Enterprise Replacement Program
⇒ SW	▪ Summit Waves
⇒ THCF	▪ Truman Heartland Community Foundation
⇒ TIF	▪ Tax Increment Financing
⇒ Trustee	▪ Board member in certain area.
⇒ VERP	▪ Vehicle Equipment Replacement Plan

# **FUND BALANCE** **POLICY RESOLUTION**

A RESOLUTION OF THE PARKS & RECREATION BOARD OF THE CITY OF LEE'S SUMMIT, MISSOURI, STATING THE INTENT TO MAINTAIN THE PARKS & RECREATION DEPARTMENT OPERATING FUNDS SPECIFICALLY THE PARKS & RECREATION FUND (200), GAMBER CENTER FUND (201), LEGACY PARK COMMUNITY CENTER FUND (202), AQUATIC FUND (203), LONGVIEW COMMUNITY CENTER FUND (205) AND RECREATION CENTER FUND (530) UNRESTRICTED FUND BALANCE TO THE LEVELS DESIGNATED AS AN AMOUNT NO LESS THAN 15% OF ANNUAL OPERATING EXPENDITURES.

WHEREAS, the Parks & Recreation Board established in May 2003 the policy to maintain a minimum fund balance set each year by the Parks & Recreation Board.

WHEREAS, this policy has been consistently adhered to and reaffirmed; and,

WHEREAS, the Parks & Recreation Board desires to consider the recommended practice of the Government Finance Officers Association (GFOA) to maintain a level of unreserved fund balance in the operating funds which gives appropriate consideration to the factors of 1) Predictability of revenues and volatility of expenditures; 2) Availability of resources in other funds; 3) Liquidity of funds and; 4) Designations for specified allocations; and,

WHEREAS, the Government Finance Officers Association (GFOA) recommends maintaining a unreserved fund balance of no less than 5% of expenditures in funds other than the General Fund; and

WHEREAS, the Parks & Recreation Board desires to establish a minimum fund balance for the six (6) operating funds (Parks & Recreation Fund 200, Gamber Center 201, Legacy Park Community Center 202, Aquatics 203, Longview Community Center 205 and Recreation Center 530; and,

WHEREAS, it is in the Parks & Recreation Board's best interest to anticipate and respond to the potential fluctuations and extenuating factors without affecting normal operations for its patrons.

NOW, THEREFORE BE IT RESOLVED THE PARKS & RECREATION BOARD OF LEE'S SUMMIT, MISSOURI, as follows:

SECTION1. That the Parks and Recreation Board desires to maintain a minimum fund balance at the end of each fiscal year for each of the six operating funds of no less than 15% of budgeted operating expenditures. The purpose of this reserve shall be to provide for operational and construction contingency variances.

SECTION2. The Parks & Recreation Board hereby authorizes the Parks & Recreation Administrator and staff to take necessary steps to implement this fiscal policy change.

PASSED by the Parks & Recreation Board, who are duly authorized by the City of Lee's Summit, Missouri and its Charter and approved by the Board members this 19<sup>th</sup> day of September, 2018.

# Lee's Summit Parks & Recreation Board



Lawrence Bivins  
President



Jim Huser  
Vice President



Samantha Shepard  
Treasurer



Mindy Aulenbach



Bernadette Basham



Casey Crawford



Jon Ellis



Wesley Fields



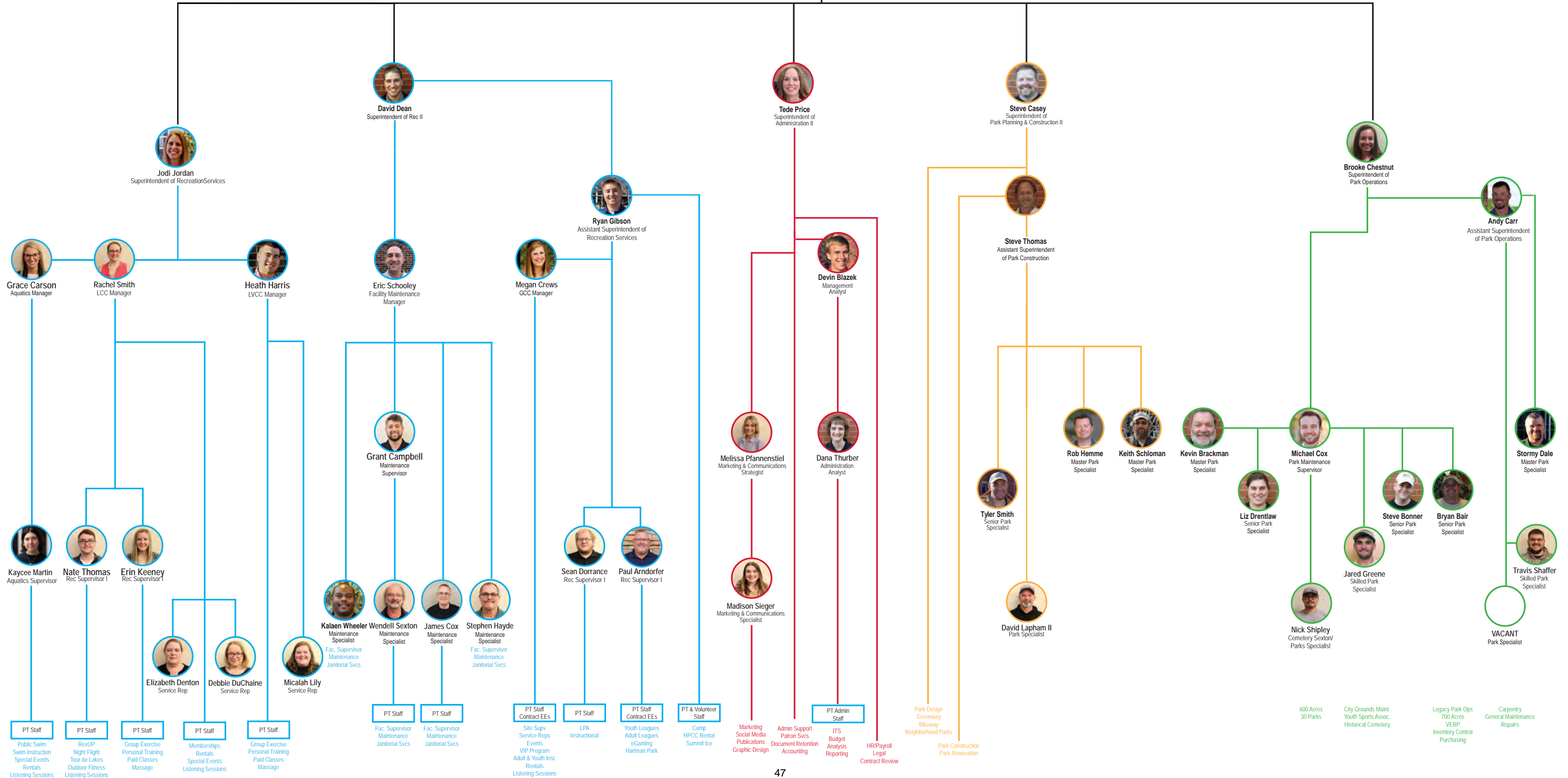
Tyler Morehead



Andrew Felker  
District 1 Councilmember  
Park Board Liaison



Joe Snook  
Administrator



**ITEMIZED BUDGET EXPENSE WORKSHEET**  
**PARK & RECREATION FUND**  
**GROUNDS MAINTENANCE-PUBLIC WORKS**  
**FY24**

Exhibit A

	TOTAL GROUNDS MAINTENANCE- PUBLIC WORKS
<b>PERSONNEL SERVICES</b>	
7000-0-Salaries-Regular	35,725
7008-0-Short Term Disability Pay	33
7009-0-FICA-Employer	2,227
7011-0-Medicare Deduction	521
7014-0-Communication Allowance	201
7015-0-Health/Dental Insurance	10,881
7018-0-Life Insurance	38
7019-0-Worker's Compensation	4,628
7020-0-Disability Insurance	83
7021-0-Unemployment Insurance	39
7023-0-Retirement-Lagers	3,700
	<u>58,077</u>
<b>OTHER SUPPLIES, SERVICES AND CONTRACTS</b>	
7203-0-Insurance Expense	1,449
7207-0-Professional Fees Expense	65,658
7221-0-Sanitation Services	200
7249-0-Consumable Tools	85
7269-0-Special Apparel	-
<b>Total Other Supplies, Services and Contracts</b>	<u>67,392</u>
<b>INTERDEPARTMENT CHARGE</b>	
9001-0-CVM - Overhead	9,960
9005-0-VERP Payment	40,266
<b>Total Interdepartment Charge</b>	<u>50,226</u>
<b>MAINTENANCE &amp; REPAIRS</b>	
7301-0-Maintenance-Grounds	690
7305-0-Maint & Repair-Vehicle	4,123
7306-0-Maint & Repair-Other Eq	-
<b>Total Maintenance &amp; Repairs</b>	<u>4,813</u>
<b>FUEL &amp; LUBRICANTS</b>	
Fuel & Lubricants	2,350
<b>Total Fuel &amp; Lubricants</b>	<u>2,350</u>
<b>ADMINISTRATIVE FEE</b>	
LSPR 10% Administration Fee	18,286
<b>Total Transfers</b>	<u>18,286</u>
	<u>201,144</u>



# Schedule of Services FY 24

## Attachment #1 - Todd George Pkwy-Phase I (Tudor Road to Colbern Road)

MATERIALS					LABOR				
Description	Units	Cost/ Unit	Total		Description	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>									
1 Weekly inspection - trash					Labor	6			
2 Weed control mulch areas					Labor	4			
3 Mulch trees	Down to Earth	1.00	\$1,855.87	\$1,855.87					
<u>August</u>									
1 Weekly inspection - trash					Labor	6			
2 weed control mulch areas					Labor	4			
<u>September</u>									
1 Weekly inspection - trash					Labor	6			
<u>October</u>									
1 Weekly inspection - trash					Labor	6			
<u>November</u>									
1 Weekly inspection - trash					Labor	6			
<u>December</u>									
1 Weekly inspection - trash					Labor	6			
2 Prune Trees (landfill charge)	Down to Earth	1.00	\$ 753.68	\$753.68					
<u>January</u>									
1 Weekly inspection - trash					Labor	6			
<u>February</u>									
1 Weekly inspection - trash					Labor	6			
<u>March</u>									
1 Weekly inspection - trash					Labor	6			
<u>April</u>									
1 Weekly inspection - trash					Labor	6			
<u>May</u>									
1 Weekly inspection - trash					Labor	6			
3 Non-selective weed control					Labor	4			
4 Trash pickup					Labor	2			
<u>June</u>									
1 Weekly inspection - trash					Labor	6			
2 Insect spraying of trees	Down To Earth	1.00	\$481.21	\$481.21					
1 broken limbs, car wreck damage, contractor followups						20			
Total Materials	3.00		\$3,090.76		Total Labor	106			\$0.00
Grand Total									\$3,090.76

# Schedule of Services FY 24

## Attachment #2 - Ward Road-M150 to Longview Road

MATERIALS					LABOR				
Description	Units	Cost/ Unit	Total		Description	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>									
1 Weekly inspection-trash					Labor	12			
2 Weed control landscape beds					Labor	3			
3 Weed & grass control in mulch	Down to Earth	1.00	\$68.25	\$68.25	Labor	3			
4 Mowing					Mowings		4	\$354.40	\$1,417.60
<u>August</u>									
1 Weekly inspection-trash					Labor	12			
2 Non-selective weed control in mulch	Down to Earth	1.00	\$68.25	\$68.25	Labor	6			
3 Mowing					Mowings		4	\$354.40	\$1,417.60
<u>September</u>									
1 Weekly inspection-trash					Labor	12			
2 Fall fertilizer					Labor	4			
3 Mowing					Mowings		4	\$354.40	\$1,417.60
4 Non-selective weed control in mulch					Labor	5			
<u>October</u>									
1 Weekly inspection-trash					Labor	12			
3 Mowing					Mowings		4	\$354.40	\$1,417.60
<u>November</u>									
1 Weekly inspection-trash					Labor	12			
3 Mowing					Mowings		2	\$354.40	\$708.80
<u>December</u>									
1 Weekly inspection-trash					Labor	12			
2 Prune Trees/Evergreens	Down to Earth	1.00	\$3,152.79	\$3,152.79					
3 Mulch trees and beds	Down to Earth	1.00	\$3,500.80	\$3,500.80					
<u>January</u>									
1 Weekly inspection-trash					Labor	12			
<u>February</u>									
1 Weekly inspection-trash					Labor	12			
<u>March</u>									
1 Weekly inspection-trash					Labor	12			
2 Fertilizer with pre-emergent	Down to Earth	1.00	\$1,339.00	\$1,339.00					
<u>April</u>									
1 Weekly inspection-trash					Labor	12			
3 Mowing					Mowings		4	\$354.40	\$1,417.60
<u>May</u>									
1 Weekly inspection-trash					Labor	12			
2 Broadleaf weed control	Down to Earth	1.00	\$68.25	\$68.25					
3 Non-selective weed control in mulch					Labor	16			
4 Mowing					Mowings		4	\$354.40	\$1,417.60
<u>June</u>									
1 Weekly inspection-trash					Labor	12			
2 Insect spraying of trees and evergreen	Down To Earth (included below)								
3 Non-selective weed control in mulch	Down To Earth	1.00	\$ 68.25	\$68.25					
4 Mowing					Mowings		4	\$354.40	\$1,417.60
6 broken limbs, car wreck damage, contractor followups						60			
Total Materials				7.00	Total Labor				241
				\$8,265.59					\$10,632.00
Grand Total									\$18,897.59

# Schedule of Services FY 24

## Attachment #3 - Blackwell Road-Chipman Road to Colbern Road

MATERIALS				LABOR				
Description	Units	Cost/ Unit	Total	Description	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>				Labor	5			
1 Weekly inspection - trash				Mowings		4	\$185.70	\$742.80
4 Mowing								
<u>August</u>				Labor	5			
1 Weekly inspection - trash				Mowings		4	\$185.70	\$742.80
3 Mowing								
<u>September</u>				Labor	5			
1 Weekly inspection - trash				Labor	8			
2 Fall fertilizer				Mowings		4	\$185.70	\$742.80
3 Mowing								
<u>October</u>				Labor	5			
1 Weekly inspection - trash				Mowings		4	\$185.70	\$742.80
3 Mowing								
<u>November</u>				Labor	5			
1 Weekly inspection - trash				Mowing		2	\$185.70	\$371.40
2 Mowing								
<u>December</u>				Labor	5			
1 Weekly inspection - trash								
<u>January</u>				Labor	5			
1 Weekly inspection - trash								
<u>February</u>				Labor	5			
1 Weekly inspection - trash								
<u>March</u>				Labor	5			
1 Weekly inspection - trash				Labor	8			
2 fertilizer with pre-emergent								
<u>April</u>				Labor	5			
1 Weekly inspection - trash				Mowings		4	\$185.70	\$742.80
2 Mowing								
<u>May</u>				Labor	5			
1 Weekly inspection - trash				Labor	16			
2 Broadleaf weed control				Mowings		4	\$185.70	\$742.80
3 Mowing								
<u>June</u>				Labor	5			
1 Weekly inspection - trash				Mowings		4	\$185.70	\$742.80
3 Mowing								
6 broken limbs, car wreck damage, contractor followups					10			
Total Materials				Total Labor				
0.00				102				
				\$5,571.00				
				Grand Total				
				\$5,571.00				

# Schedule of Services FY 24

## Attachment #4 - Chipman Road-US 50 to Pryor

MATERIALS					LABOR				
	Description	Units	Cost/ Unit	Total	Description	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>									
1	Weekly inspection-trash				Labor	3			
<u>August</u>									
1	Weekly inspection-trash				Labor	3			
<u>September</u>									
1	Fall fertilizer	fertilizer	1.00	\$50.00	Labor	2			
2	Weekly inspection-trash				Labor	4			
<u>October</u>									
1	Weekly inspection-trash				Labor	3			
<u>November</u>									
1	Weekly inspection-trash				Labor	3			
<u>December</u>									
1	Weekly inspection-trash				Labor	3			
<u>January</u>									
1	Weekly inspection-trash				Labor	3			
<u>February</u>									
1	Weekly inspection-trash				Labor	3			
<u>March</u>									
1	Weekly inspection-trash				Labor	6			
2	Fertilizer with pre-emergent	fertilizer	1.00	\$50.00	Labor	2			
<u>April</u>									
1	Weekly inspection-trash				Labor	3			
<u>May</u>									
1	Weekly inspection-trash				Labor	3			
<u>June</u>									
1	Weekly inspection-trash				Labor	3			
1	broken limbs, car wreck damage, contractor followups					20			
Total Materials				2.00	Total Labor				64
				\$100.00					\$0.00
Grand Total									\$100.00

# Schedule of Services FY24

## Attachment #5 - Pryor Rd (N. of Chipman & S. of Lowenstein) & Two Islands (on Pryor N. of Chipman)

MATERIALS				LABOR				
Description	Units	Cost/ Unit	Total	Description	Total Hours	# of Mowings	Cost/ Hour	Total
<u>July</u>				Mowings		4	\$94.51	\$378.04
1 Mowing				Labor	2			
3 Weekly Inspection - trash								
<u>August</u>				Mowings		4	\$94.51	\$378.04
1 Mowing				Labor	2			
2 Weekly Inspection - trash								
<u>September</u>				Labor	2			
2 Weekly Inspection - trash				Mowings		4	\$94.51	\$378.04
3 Mowing								
<u>October</u>				Mowings		4	\$94.51	\$378.04
1 Mowing				Labor	2			
2 Weekly Inspection - trash								
<u>November</u>				Labor	2			
1 Weekly Inspection - trash				Mowing		2	\$94.51	\$189.02
2 Mowing								
<u>December</u>				Labor	2			
1 Weekly Inspection - trash								
<u>January</u>				Labor	2			
1 Weekly Inspection - trash								
<u>February</u>				Labor	2			
1 Weekly Inspection - trash								
<u>March</u>				Labor	2			
2 Weekly Inspection - trash								
<u>April</u>				Labor	2			
1 Weekly Inspection - trash				Mowings		4	\$94.51	\$378.04
2 Mowing								
<u>May</u>				Mowings		4	\$94.51	\$378.04
1 Mowing				Labor	2			
3 Weekly Inspection - trash								
<u>June</u>				Mowings		4	\$94.51	\$378.04
1 Mowing				Labor	2			
2 Weekly Inspection - trash								
1 broken limbs, car wreck damage, contractor followups					10			
Total Materials <span style="border: 1px solid black; padding: 2px;">0.00</span>				Total Labor <span style="border: 1px solid black; padding: 2px;">34</span>				
				<span style="border: 1px solid black; padding: 2px;">\$0.00</span> <span style="border: 1px solid black; padding: 2px;">\$2,835.30</span>				
				Grand Total <span style="border: 1px solid black; padding: 2px;">\$2,835.30</span>				

# Schedule of Services FY 24

## Attachment #6 - Scruggs Road New Todd George Road Islands

MATERIALS					LABOR					
	Description	Units	Cost/ Unit	Total	Description	Total Hours	# of Mowings	Cost/ Hour	Total	
<u>July</u>										
1	Weekly inspection - trash				Labor	2				
3	Mulch trees and landscape beds	Down to Earth	1.00	\$1,068.00						
4	Non-slective spray to mulch areas	Down to Earth	1.00	\$116.16						
5	Trim median plantings				Labor	3				
<u>August</u>										
1	Weekly inspection - trash				Labor	2				
2	Non-slective spray to mulch areas	Down to Earth	1.00	\$116.16						
<u>September</u>										
1	Weekly inspection - trash				Labor	3				
2	Fall webworm spraying				Labor	3				
3	Non-slective spray to mulch areas	Down to Earth	1.00	\$116.16						
<u>October</u>										
1	Weekly inspection - trash				Labor	2				
<u>November</u>										
1	Weekly inspection - trash				Labor	2				
<u>December</u>										
1	Weekly inspection - trash				Labor	2				
<u>January</u>										
1	Weekly inspection - trash				Labor	2				
<u>February</u>										
1	Weekly inspection - trash				Labor	2				
<u>March</u>										
1	Weekly inspection - trash				Labor	2				
<u>April</u>										
1	Weekly inspection - trash				Labor	2				
2	Non-slective spray to mulch areas	Down to Earth	1.00	\$116.16						
<u>May</u>										
1	Weekly inspection - trash				Labor	2				
2	Non-slective spray to mulch areas	Down to Earth	1.00	\$116.16						
<u>June</u>										
1	Weekly inspection - trash				Labor	2				
2	Non- selective spraying to mulch areas	Down to Earth	1.00	\$116.16						
3	Spraying for insect control				Labor	2				
1	broken limbs, car wreck damage, contractor followups					14				
Total Materials				7.00	Total Labor				47	\$0.00
				\$1,764.96						\$1,764.96

# Schedule of Services FY24

## Attachment #7 - Third Street and Pryor Road

MATERIALS					LABOR				
Description	Units	Cost/ Unit	Total		Description	Total Hours	# of Mowings	Cost/ Hour	Total
<u>July</u>									
1 Weekly inspection - trash					Labor	3			
2 Mowing					Mowings		4	\$17.72	\$70.88
<u>August</u>									
1 Weekly inspection - trash					Labor	3			
2 Mowing					Mowings		4	\$17.72	\$70.88
3 Trash pickup					Labor	1			
<u>September</u>									
1 Weekly inspection - trash					Labor	3			
2 Mowing					Mowings		4	\$17.72	\$70.88
3 Trash pickup					Labor	1			
4 Broadleaf control	Speed Zone (2.5gal.)	0.10	\$63.00	\$6.30	Labor	6			
6 Inspection					Labor	2			
<u>October</u>									
1 Weekly inspection - trash					Labor	3			
2 Mowing					Mowings		4	\$17.72	\$70.88
3 Trash pickup					Labor	1			
<u>November</u>									
1 Weekly inspection - trash					Labor	3			
2 Mowing					Mowing		2	\$17.72	\$35.44
3 Trash pickup					Labor	1			
<u>December</u>									
1 Weekly inspection - trash					Labor	3			
<u>January</u>									
1 Weekly inspection - trash					Labor	2			
<u>February</u>									
1 Weekly inspection - trash					Labor	2			
<u>March</u>									
1 Weekly inspection - trash					Labor	3			
2 Fertilizer w/pre-emergent					Labor	3			
4 Inspection					Labor	2			
<u>April</u>									
1 Weekly inspection - trash					Labor	3			
2 Mowing					Mowings		4	\$17.72	\$70.88
<u>May</u>									
1 Weekly inspection - trash					Labor	3			
2 Mowing					Mowings		4	\$17.72	\$70.88
4 Broadleaf Control	Speed Zone (2.5gal.)	0.10	\$63.00	\$6.30	Labor	3			
<u>June</u>									
1 Weekly inspection - trash					Labor	3			
2 Mowing					Mowings		4	\$17.72	\$70.88
1 broken limbs, car wreck damage, contractor followups					Labor	4			
Total Materials				0.20					\$12.60
					Total Labor				57
									\$531.60
					Grand Total				\$544.20

**Schedule of Services  
FY24**

**Attachment #8 - City Owned Lots (Windemere, Howard Cemetery, 308 Winburn Trail)**

MATERIALS					LABOR				
Description	Units	Cost/ Unit	Total		Description	Total Hours	# of Mowings	Cost/ Hour	Total
<u>July</u>					Mowings		4	\$59.43	\$237.72
1 Mow Howard Cemetery					Labor	4			
2 Weekly inspection					Labor	2			
3 Trash pickup					Mowings		4	\$53.75	\$215.00
4 Mow Winburn					Mowings		4	\$53.75	\$215.00
5 Mow Windemere									
<u>August</u>					Labor	4			
1 Weekly inspection					Mowings		4	\$59.43	\$237.72
2 Mow Howard Cemetery					Labor	2			
3 Trash pickup					Mowings		4	\$53.75	\$215.00
4 Mow Winburn					Mowings		4	\$53.75	\$215.00
5 Mow Windemere									
<u>September</u>					Labor	4			
1 Weekly inspection					Mowings		4	\$59.43	\$237.72
2 Mow Howard Cemetery					Labor	2			
3 Trash pickup					Mowings		4	\$53.75	\$215.00
4 Mow Winburn					Mowings		4	\$53.75	\$215.00
5 Mow Windemere									
<u>October</u>					Labor	4			
1 Weekly inspection					Labor	2			
2 Apply weed control Howard Cemetery Speedzone (2.5 gal.)	0.1	\$63.00	\$6.30		Mowings		4	\$59.43	\$237.72
3 Mow Howard Cemetery					Labor	2			
4 Trash pickup					Mowings		4	\$53.75	\$215.00
5 Mow Winburn					Mowings		4	\$53.75	\$215.00
6 Mow Windemere									
<u>November</u>					Labor	4			
1 Weekly inspection					Mowings		2	\$59.43	\$118.86
2 Mow Howard Cemetery					Labor	2			
3 Trash pickup					Mowings		2	\$53.75	\$107.50
4 Mow Winburn					Mowings		2	\$53.75	\$107.50
5 Mow Windemere									
<u>December</u>					Labor	4			
1 Weekly inspection					Labor	2			
2 Trash pickup									
<u>January</u>					Labor	4			
1 Weekly inspection					Labor	2			
2 Trash pickup									
<u>February</u>					Labor	4			
1 Weekly inspection					Labor	2			
2 Trash pickup									
<u>March</u>					Labor	4			
1 Weekly inspection					Labor	4			
2 Apply fertilizer/pre-emergent					Labor	2			
4 Trash pickup									
<u>April</u>					Labor	4			
1 Weekly inspection					Mowings		4	\$59.43	\$237.72
2 Mow Howard Cemetery					Labor	2			
3 Trash pickup					Mowings		4	\$53.75	\$215.00
4 Mow Winburn					Mowings		4	\$53.75	\$215.00
5 Mow Windemere									
<u>May</u>					Labor	4			
1 Weekly inspection					Mowings		4	\$59.43	\$237.72
2 Mow Howard Cemetery					Labor	2			
3 Trash pickup					Mowings		4	\$53.75	\$215.00
4 Mow Winburn					Mowings		4	\$53.75	\$215.00
5 Mow Windemere									
<u>June</u>					Labor	4			
1 Weekly inspection					Mowings		4	\$59.43	\$237.72
2 Mow Howard Cemetery					Labor	2			
3 Trash pickup					Mowings		4	\$53.75	\$215.00
4 Mow Winburn					Mowings		4	\$53.75	\$215.00
5 Mow Windemere									
1 broken limbs, car wreck damage, contractor followups						25			
Total Materials				\$0.10	Total Labor				\$5,007.90
				\$6.30					\$5,014.20

Grand Total



# Schedule of Services

FY24

## Attachment #9 - Public Parking Lots

MATERIALS					LABOR				
	Description	Units	Cost/ Unit	Total	Description	Total Hours	# of Mowings	Cost/ Hour	Total
<u>July</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
		Refresh mulch	1.0	\$16.00	Labor	1			
		Mowing			Mowings		4	\$29.71	\$118.84
2	Behind The Peanut	Weekly inspection			Labor	1			
		Refresh mulch	4.0	\$16.00	Labor	8			
		Weed and grass control	0.1	\$58.00	Labor	1			
		Trash pick up		\$5.80	Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$23.63	\$94.52
<u>August</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$29.71	\$118.84
2	Behind The Peanut	Weekly inspection			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$23.63	\$94.52
<u>September</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$29.71	\$118.84
2	Behind Peanut	Weekly inspection			Labor	1			
		Weed and grass control			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$23.63	\$94.52
<u>October</u>									
1	2nd & Douglas	Mowing			Mowings		4	\$29.71	\$118.84
		Weekly inspection			Labor	1			
		Weed control			Labor	1			
2	Behind The Peanut	Weekly inspection			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$23.63	\$94.52
<u>November</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
		Mowing			Mowing		2	\$29.71	\$59.42
2	Behind Peanut	Weekly inspection			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
		Mowing			Mowing		2	\$23.63	\$47.26
<u>December</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
2	Behind Peanut	Weekly inspection			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
4	Monthly inspections				Labor	1			
<u>February</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
2	Behind Peanut	Weekly inspection			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
4	Monthly inspections				Labor	1			
<u>March</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
2	Behind Peanut	Weekly inspection			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
<u>April</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$29.71	\$118.84
2	Behind Peanut	Weekly inspection			Labor	1			
		Apply weed/grass control	0.1	\$58.00	Labor	1			
		Trash pick up		\$5.80	Labor	1			
4	Cust. Service	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$23.63	\$94.52
<u>May</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$29.71	\$118.84
2	Behind Peanut	Weekly inspection			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$23.63	\$94.52
<u>June</u>									
1	2nd and Douglas	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$29.71	\$118.84
2	Behind Peanut	Weekly inspection			Labor	1			
		Trash pick up			Labor	1			
3	Cust. Service	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$23.63	\$94.52
4	broken limbs, car wreck damage, contractor followups					10			
Total Materials			5.20	\$91.60	Total Labor	69			\$1,600.20
Grand Total									\$1,691.80

# Schedule of Services

FY24

## Attachment #10 - Islands and Street Corner

MATERIALS					LABOR				
	Description	Units	Cost/ Unit	Total	Description	Total Hours	# of Mowings	Cost/ Hour	Total
<u>July</u>									
1	Maple/Market	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$20.00	\$80.00
2	Ward/O'Brien	Weekly inspection			Labor	1			
		Refresh mulch	1.0	\$16.00	Labor	3			
		Mowing			Mowings		4	\$11.81	\$47.24
		Weed and grass control	Razor (2.5gal)	0.2	\$58.00	\$11.60	1		
3	2nd and Main	Mowing			Mowings		4	\$44.57	\$178.28
4	2nd and Grand	Mowing			Mowings		4	\$14.86	\$59.44
<u>August</u>									
1	Maple/Market	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$20.00	\$80.00
2	Ward/O'Brien	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$11.81	\$47.24
3	2nd and Main	Mowing			Mowings		4	\$15.00	\$60.00
4	2nd & Grand	Mowing			Mowings		4	\$14.86	\$59.44
<u>September</u>									
1	Maple/Market	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$20.00	\$80.00
2	Ward and O'Brien	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$11.81	\$47.24
3	2nd and Main	Mowing			Mowings		4	\$44.57	\$178.28
4	2nd & Grand	Mowing			Mowings		4	\$14.86	\$59.44
<u>October</u>									
1	Maple/Market	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$20.00	\$80.00
2	Ward and O'Brien	Weekly inspection			Labor	1			
		Prune trees, evergreens, peonies			Labor	6			
		Mowing			Mowings		4	\$11.81	\$47.24
3	2nd and Main	Weed control	Speedzone (2.5 gal.)	0.3	\$63.00	\$15.75	2		
		Mowing			Mowings		4	\$44.57	\$178.28
4	2nd & Grand	Mowing			Mowings		4	\$14.86	\$59.44
<u>November</u>									
1	Maple/Market	Weekly inspection			Labor	1			
		Mowing			Mowing		2	\$20.00	\$40.00
2	2nd and Main	Mowing			Mowing		2	\$44.57	\$89.14
3	2nd & Grand	Mowing			Mowing		2	\$14.86	\$29.72
4	Ward & O'Brien	Mowing			Mowing		2	\$11.81	\$23.62
		Weekly inspection			Labor	1			
<u>December</u>									
1	Maple/Market								
2	Ward and O'Brien								
3	2nd and Main	Weekly inspection			Labor	1			
<u>January</u>									
1	Maple/Market								
2	Ward and O'Brien								
3	2nd and Main	Weekly inspection			Labor	1			
<u>February</u>									
1	Maple/Market								
2	Ward and O'Brien								
3	2nd and Main	Weekly inspection			Labor	1			
<u>March</u>									
1	Mapleand Market								
2	Ward and O'Brien								
3	2nd and Main	Weekly inspection			Labor	1			
<u>April</u>									
1	Maple/Market	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$20.00	\$80.00
2	Ward and O'Brien	Weekly inspection			Labor	1			
		Refresh mulch	1.0	\$16.00	Labor	1			
		Weed and grass control	Razor (2.5gal.)	0.2	\$58.00	\$11.60	1		
		Mowing			Mowings		4	\$11.81	\$47.24
4	2nd and Main	Mowing			Mowings		4	\$44.57	\$178.28
5	2nd & Grand	Mowing			Mowings		4	\$14.86	\$59.44
<u>May</u>									
1	Maple and Market	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$20.00	\$80.00
2	Ward and O'Brien	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$11.81	\$47.24
3	2nd and Main	Mowing			Mowings		4	\$44.57	\$178.28
4	2nd & Grand	Mowing			Mowings		4	\$14.86	\$59.44
<u>June</u>									
1	Maple and Market	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$20.00	\$80.00
2	Ward and O'Brien	Weekly inspection			Labor	1			
		Mowing			Mowings		4	\$11.81	\$47.24
3	2nd and Main	Mowing			Mowings		4	\$44.57	\$178.28
4	2nd & Grand	Mowing			Mowings		4	\$14.86	\$59.44
1	broken limbs, car wreck damage, contractor followups					20			
Total Materials				2.65	\$70.95				
Total Labor					54				\$2,618.92
Grand Total									\$2,689.87

# Schedule of Services FY24

## Attachment #11 - Downtown

		MATERIALS				LABOR				
		Description	Units	Cost/ Unit	Total	Description	Total Hours	# of Mowings	Cost/ Hour	Total
<u>July</u>										
1	Downtown Trees	Weekly inspection of trees				Labor	4			
		Apply insect control Bifen IT (1gal.)	2.0	\$105.00	\$210.00	Labor	16			
		Landfill charges	2.0	\$5.00	\$10.00	Labor	2			
<u>August</u>										
1	Downtown Trees	Weekly inspection of trees				Labor	4			
<u>September</u>										
1	Downtown Trees	Weekly inspection of trees				Labor	4			
		Apply insect control Bifen IT (1gal.)	0.5	\$105.00	\$52.50	Labor	16			
		Pruning of trees -Sept/Oc KC Tree Care	1.0	\$5,000.00	\$5,000.00					
<u>October</u>										
1	Downtown Trees	Weekly inspection of trees				Labor	4			
<u>November</u>										
1	Downtown Trees	Weekly inspection of trees				Labor	8			
<u>December</u>										
1	Downtown Trees	Daily inspection of trees				Labor	16			
<u>January</u>										
1	Downtown Trees	Daily inspection of trees				Labor	10			
<u>February</u>										
1	Downtown Trees	Continuation of pruning trees if needed								
		Weekly inspections of trees				Labor	4			
<u>March</u>										
1	Downtown Trees	Weekly inspection of trees				Labor	4			
<u>April</u>										
1	Downtown Trees	Weekly inspections of trees				Labor	4			
<u>May</u>										
1	Downtown Trees	Weekly inspection of trees				Labor	4			
		Apply insect control Bifen IT (1gal.)	1.0	\$105.00	\$105.00	Labor	16			
<u>June</u>										
1	Downtown Trees	Weekly inspection of trees				Labor	4			
1	broken limbs, car wreck damage, contractor followups					Labor	40			
		Total Materials	6.50		\$5,377.50	Total Labor	160			\$0.00
		Grand Total								
										\$5,377.50

# Schedule of Services FY24

## Attachment #12 - Cheddington and HWY 150

MATERIALS					LABOR				
Description	Units	Cost/ Unit	Total		Description	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>					Labor	3			
1 Weekly inspections					Mowing		4	\$53.97	\$215.88
2 Mowing									
<u>August</u>					Labor	3			
1 Weekly inspections (1/4hr per week)					Mowing		4	\$53.97	\$215.88
2 Mowing									
<u>September</u>					Labor	-			
1 Fall Fertilizer					Labor	3			
2 Weekly inspections					Mowing		4	\$53.97	\$215.88
3 Mowing									
<u>October</u>					Labor	3			
1 Weekly inspections					Mowing		4	\$53.97	\$215.88
2 Mowing									
<u>November</u>					Labor	3			
1 Weekly inspections					Mowing		2	\$53.97	\$107.94
2 Mowing									
<u>December</u>					Labor	2			
1 Weekly inspections									
<u>January</u>					Labor	2			
1 Weekly inspections									
<u>February</u>					Labor	2			
1 Weekly inspections									
<u>March</u>					Labor	2			
1 Weekly inspections									
<u>April</u>					Labor	3			
2 Weekly inspections					Mowing		4	\$53.97	\$215.88
3 Mowing									
<u>May</u>					Labor	6			
2 Broadleaf leaf weed control	Speed Zone (2.5gal.)	1.0	\$63.00	\$63.00	Labor	3			
3 Weekly inspections					Mowing		4	\$53.97	\$215.88
4 Mowing									
<u>June</u>					Labor	3			
2 Weekly inspections					Mowing		4	\$53.97	\$215.88
3 Mowing									
Total Materials				1.00	\$63.00	Total Labor			
						38			\$1,619.10
									Grand Total
									\$1,682.10

# Schedule of Services FY 24

## Attachment #13 - Tudor Road Median by LSPD

MATERIALS					LABOR				
	Description	Units	Cost/ Unit	Total	Description	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>									
1	Weekly inspections				Labor	5			
2	weeding	Down to Earth	1.0	\$351.68					
				\$351.68					
<u>August</u>									
1	Weekly inspections				Labor	5			
2	weeding	Down to Earth	1.0	\$351.68					
				\$351.68					
<u>September</u>									
1	Weekly inspections				Labor	5			
	pre-emergent/fert.	Down to Earth		\$0.00					
2	weeding	Down to Earth	1.0	\$351.68					
				\$351.68					
<u>October</u>									
1	Weekly inspections				Labor	5			
2	weeding	Down to Earth	1.0	\$351.68					
				\$351.68					
<u>November</u>									
1	Weekly inspections				Labor	5			
<u>December</u>									
1	Weekly inspections				Labor	5			
<u>January</u>									
1	Weekly inspections				Labor	5			
<u>February</u>									
1	Weekly inspections				Labor	5			
<u>March</u>									
1	Weekly inspections				Labor	5			
2	pre-emergent/fert.	Down to Earth	1.0	\$0.00					
3	Spring Cleanup	Down to Earth	1.0	\$351.68					
				\$351.68					
<u>April</u>									
1	Weekly inspections				Labor	5			
2	Mulching			\$0.00					
3	Weeding/Pre-emergent/fert. Down to Earth	1.0	\$351.68	\$351.68					
<u>May</u>									
1	Broadleaf leaf weed control	Down to Earth	1.0	\$351.68					
2	Weekly inspections				Labor	5			
<u>June</u>									
1	Weekly inspections				Labor	5			
2	Weeding	Down to Earth	1.0	\$351.68					
				\$351.68					
3	broken limbs, car wreck damage, contractor followups					10			
Total Materials				9.00	\$2,813.44				
Total Labor					70				\$0.00
Grand Total									\$2,813.44

# Schedule of Services FY 24

## Amended Attachment #14 - City of Lee's Summit I-470 Monument-Lakewood

MATERIALS					LABOR					
	Description	Units	Cost/ Unit	Total	Description	Total Hours	#of Mowings	Cost/ Hour	Total	
<u>July</u>										
1	Weeding/herbicide	Round up	1.00	\$22.50	Labor	6				
3	Mowing				Mowing		1	\$53.75		
<u>August</u>										
2	Weeding/herbicide	Round up	1.00	\$22.50	Labor	6				
3	Mowing				Mowing		1	\$53.75		
<u>September</u>										
2	Weeding/herbicide	Round up	1.00	\$22.50	Labor	6				
3	Mowing				Mowing		1	\$53.75		
<u>October</u>										
3	Mowing				Mowing		1	\$53.75		
<u>November</u>										
1										
<u>December</u>										
1										
<u>January</u>										
1										
<u>February</u>										
2										
<u>March</u>										
3	Spring Clean up	landfill cost	1.00	\$50.00	Labor	6				
4	Mowing				Mowing		1	\$53.75		
<u>April</u>										
3	Mowing				Mowing		1	\$53.75		
4	Weed control	Round up	1.00	\$22.50	Labor	6				
<u>May</u>										
3	weed control	Round up	1.00	\$22.50	Labor	6				
4	Mowing				Mowing		1	\$53.75		
<u>June</u>										
	Plant replacement		1.00	\$300.00	Labor	3				
4	Weed control	Round up	1.00	\$22.50	Labor	6				
5	Mowing				Mowing		1	\$53.75		
Total Materials				8.00	Total Labor				45	
				\$485.00					\$455.00	
Grand Total									\$940.00	

# Schedule of Services

## FY 24

### Attachment #15 - 50 Hwy and Blackwell Roundabouts

MATERIALS				LABOR				
Description	Units	Cost/ Unit	Total	Description	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>								
3 Mowing				Mowing		4.00	\$ 483.75	\$1,935.00
<u>August</u>								
3 Mowing				Mowing		4.00	\$ 483.75	\$1,935.00
<u>September</u>								
3 Mowing				Mowing		4.00	\$ 483.75	\$1,935.00
<u>October</u>								
3 Mowing				Mowing		4.00	\$ 483.75	\$1,935.00
<u>November</u>								
3 Mowing				Mowing		2.00	\$ 483.75	\$967.50
<u>December</u>								
<u>January</u>								
<u>February</u>								
<u>March</u>								
4 Mowing				Mowing		4.00	\$ 483.75	\$1,935.00
<u>April</u>								
3 Mowing				Mowing		4.00	\$ 483.75	\$1,935.00
<u>May</u>								
4 Mowing				Mowing		4.00	\$ 483.75	\$1,935.00
<u>June</u>								
5 Mowing				Mowing		4.00	\$ 483.75	\$1,935.00
Total Materials			0.00	Total Labor			0.00	
			\$0.00					\$16,447.50
Grand Total								\$16,447.50

# Schedule of Services

FY 24

## Attachment #16 - Rain Gardens

MATERIALS					LABOR				
Description	Units	Cost/ Unit	Total		Description	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>									
1 Trash pickup					Labor	3.0			
2 Monthly inspection					Labor	2.0			
4 Weed Control/ Round up					Labor	3.0			
<u>August</u>									
1 Trash pickup					Labor	3.0			
2 Monthly inspection					Labor	2.0			
4 Weed Control/ Round up					Labor	3.0			
<u>September</u>									
1 Trash pickup					Labor	3.0			
2 Monthly inspection					Labor	2.0			
4 Weed control					Labor	3.0			
<u>October</u>									
1 Trash pickup					Labor	3.0			
2 Monthly inspection					Labor	2.0			
<u>November</u>									
1 Trash pickup					Labor	2.0			
2 Monthly inspection					Labor	2.0			
<u>December</u>									
1 Trash Pickup					Labor	2.0			
2 Monthly inspection					Labor	2.0			
<u>January</u>									
1 Trash Pickup					Labor	2.0			
2 Monthly inspection					Labor	2.0			
<u>February</u>									
1 Trash Pickup					Labor	2.0			
2 Monthly inspection					Labor	2.0			
<u>March</u>									
1 Trash Pickup					Labor	3.0			
3 Monthly inspection					Labor	2.0			
2 Spring Clean up					Labor	3.0			
5 Landfill Cost	1.0	\$50.00	\$50.00						
<u>April</u>									
1 Trash pickup					Labor	3.0			
2 Monthly inspection					Labor	2.0			
4 Weed control					Labor	3.0			
<u>May</u>									
1 Trash pickup					Labor	3.0			
2 Monthly inspection					Labor	2.0			
5 Weed Control					Labor	3.0			
<u>June</u>									
1 Trash pickup					Labor	3.0			
2 Monthly inspection					Labor	2.0			
4 Weed control					Labor	3.0			
Total Materials				1.00	\$50.00				
Total Labor					77.00				
Grand Total					\$50.00				



## Schedule of Services FY 24

### Attachment #17 - Monument- 470 and View High Drive

MATERIALS				LABOR				
Descriptor	Units	Cost/ Unit	Total	Descriptio	Total Hours	#of Mowings	Cost/ Hour	Total
<u>July</u>								
2 Monthly inspection				Labor	2.0			
4 Weed Control/ Round up				Labor	8.0			
<u>August</u>								
2 Monthly inspection				Labor	2.0			
4 Weed Control/ Round up				Labor	8.0			
<u>September</u>								
2 Monthly inspection				Labor	2.0			
4 Weed control				Labor	8.0			
<u>October</u>								
2 Monthly inspection				Labor	2.0			
<u>November</u>								
2 Monthly inspection				Labor	2.0			
<u>December</u>								
2 Monthly inspection				Labor	2.0			
<u>January</u>								
2 Monthly inspection				Labor	2.0			
<u>February</u>								
2 Monthly inspection				Labor	2.0			
<u>March</u>								
3 Monthly inspection				Labor	2.0			
2 Spring Clean up				Labor	10.0			
5 Landfill Cost	1.0	\$100.00	\$100.00					
<u>April</u>								
2 Monthly inspection				Labor	2.0			
4 Weed control				Labor	8.0			
<u>May</u>								
2 Monthly inspection				Labor	2.0			
5 Weed Control				Labor	8.0			
<u>June</u>								
2 Monthly inspection				Labor	2.0			
4 Weed control				Labor	8.0			
Total Materials	1.00		\$100.00	Total Labo	82.00			\$0.00
				Grand Total				\$100.00

**Departmental Allocation Based on Man Hours (Table1)**  
Departmental allocations are derived by calculating manhours spent on each contract. These percentages are used to calculate salary and benefit costs.

TABLE 1 Departmental Allocation Based on Man Hours		
Grounds Maintenance	Hours	% of Hrs
Supt. of Park Operations	104	8%
Park Supervisor	416	31%
Skilled Park Specialist	416	31%
Senior Park Specialist	416	31%
	1,352	100%

TABLE 2  
Overhead Allocation by Department FY24

Department	Salaries and Benefits	Supplies and Other Services	Mowing & Tree Contracts	VERP & CVM	M&R	Utilities	Fuel	Capital Outlay	Total Grounds Maintenance FY24 Budget	Administrative Fee (10% of Budget)	Total MOU Charge
Public Works	58,077	1,734	65,658	50,226	4,813	-	2,350	-	182,858	18,286	201,144
Total Grounds Maintenance	58,077	1,734	65,658	50,226	4,813	-	2,350	-	182,858	18,286	201,144
Department	Salaries and Benefits	Supplies and Other Services	Mowing Contract	VERP/CVM/ITS/MERP/SLERP	M&R	Utilities	Fuel	Capital Outlay	Total Cemetery FY24 Budget	Administrative Fee (10% of Budget)	Total MOU Charge
Cemetery	52,743	55,817	44,800	16,382	6,974	2,831	960	-	180,507	18,051	198,558
Total Cemetery	52,743	55,817	44,800	16,382	6,974	2,831	960	-	180,507	18,051	198,558
Total Grounds Maintenance and Cemetery	110,820	57,551	110,458	66,607	11,787	2,831	3,310	-	363,365	36,336	399,701

In consideration of the use of all resources associated with these activities, total MOU Charge for FY24 (July 1, 2023-June 30, 2024) is \$397,406 for Public Works ground maintenance and the Cemetery operation. The Parties to the Memorandum of Understanding, effective July 1, 2022, ("MOU), agree to amend the MOU and Exhibit C to reflect this change in charges shown.

\_\_\_\_\_  
Mark Dunning  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joe Snook, CPRP  
Administrator, Parks and Recreation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michael Park  
Public Works Director

\_\_\_\_\_  
Date

**ITEMIZED BUDGET EXPENSE WORKSHEET**  
**CEMETERY**  
**FY24**

			Prior Year Actual FY2021- 22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
<b>REVENUES</b>								
<b>SERVICES</b>								
4423	0	Grave Openings	\$ 62,700	\$ 68,400	\$ 64,450	\$ 60,550	\$ 60,550	
4424	0	Monument Footings	2,086	6,909	5,743	4,200	4,200	
4426	0	Flaggings	1,800	1,600	1,800	1,800	1,800	
4441	0	Misc Services	-	-	-	-	-	
4446	0	Other Revenue	15	-	-	-	-	
<b>Total Services</b>			<b>\$ 66,601</b>	<b>\$ 76,909</b>	<b>\$ 71,993</b>	<b>\$ 66,550</b>	<b>\$ 66,550</b>	<b>\$ -</b>
<b>MATRL &amp; FUEL-Material and fuel sales</b>								
4508	0	Monument Sales	\$ 5,922	\$ 38,887	\$ 11,165	\$ 10,000	\$ 10,000 <sup>1</sup>	
<b>Total MATRL &amp; FUEL-Material and fuel sales</b>			<b>\$ 5,922</b>	<b>\$ 38,887</b>	<b>\$ 11,165</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>
<b>INTEREST ON INVESTMENTS</b>								
4600	0	Interest on Investments	\$ 12,581	\$ 24,000	\$ 24,000	\$ 8,000	\$ 8,000 <sup>2</sup>	
4601	0	Mark to Market Adjustment	(41,359)	4,000	4,000	400	400 <sup>2</sup>	
<b>Total Interest on Investments</b>			<b>\$ (28,778)</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 8,400</b>	<b>\$ 8,400</b>	<b>\$ -</b>
<b>PROPERTY SALES</b>								
4801	0	Sale of Personal Property	\$ 32,042	\$ 36,000	\$ 29,000	\$ 33,750	\$ 33,750 <sup>3</sup>	
<b>Total Property Sales</b>			<b>\$ 32,042</b>	<b>\$ 36,000</b>	<b>\$ 29,000</b>	<b>\$ 33,750</b>	<b>\$ 33,750</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>			<b>\$ 75,787</b>	<b>\$ 179,796</b>	<b>\$ 140,158</b>	<b>\$ 118,700</b>	<b>\$ 118,700</b>	<b>\$ -</b>
<b>EXPENDITURES</b>								
<b>PERSONNEL SERVICES</b>								
7000	0	Salaries - Regular	\$ 26,337	\$ 30,330	\$ 26,735	\$ 32,028	\$ 32,028	
7002	0	Overtime	-	-	-	-	-	
7008	0	Short Term Disability	33	38	49	38	38	
7009	0	FICA - Employer	1,415	1,884	3,400	1,990	1,990	
7011	0	Medicare Deduction	331	441	795	465	465	
7014	0	Communication Allowance	157	63	60	63	63	
7015	0	Health/Dental Insurance	12,343	11,903	15,983	12,555	12,555	
7018	0	Life Insurance	43	32	62	34	34	
7019	0	Worker's Compensation	2,949	3,141	3,142	2,147	2,147	
7020	0	Long Term Disability	61	72	129	73	73	
7021	0	Unemployment Insurance	45	45	45	45	45	
7023	0	LAGERS - Retirement	3,068	3,434	6,386	3,305	3,305	
<b>Total Personnel Services</b>			<b>\$ 46,782</b>	<b>\$ 51,383</b>	<b>\$ 56,786</b>	<b>\$ 52,743</b>	<b>\$ 52,743</b>	<b>\$ -</b>
<b>SUPPLIES AND OTHER SERVICES</b>								
7203	0	Insurance Expense	\$ 639	\$ 742	\$ 742	\$ 1,037	\$ 1,037	
7207	0	Professional Fees	36,077	46,400	53,342	81,450	81,450 <sup>4</sup>	
7213	0	Rentals & Leases	99	1,000	770	900	900	
7221	0	Sanitation Services	176	600	600	600	600	
7249	0	Consumable Tools	8	200	249	250	250	
7258	0	Telephone	-	400	400	360	360	
7259	0	Mobile Telephone	528	340	630	630	630	
7261	0	Concrete	256	581	878	600	600	
7264	0	Other Construction Materials	9,156	24,115	8,242	7,050	7,050 <sup>5</sup>	
7269	0	Special Apparel	200	180	381	180	180	
7270	0	Office Supplies	128	400	400	400	400	
7271	0	Chemical Supplies	-	-	-	2,730	2,730	
7273	0	Janitorial Supplies	116	180	180	180	180	
<b>Total Supplies and Other Services</b>			<b>\$ 47,383</b>	<b>\$ 75,138</b>	<b>\$ 66,814</b>	<b>\$ 96,367</b>	<b>\$ 96,367</b>	<b>\$ -</b>
<b>MAINTENANCE &amp; REPAIRS</b>								
7300	0	M & R Buildings	\$ 5,261	\$ 250	\$ 250	\$ 750	\$ 750	
7301	0	M & R Grounds	3,426	4,000	3,745	4,760	4,760	
7305	0	M & R Vehicle	146	900	900	900	900	
7306	0	M & R Other Equipment	264	264	264	564	564	
7307	0	Software	4,250	4,250	4,250	4,250	4,250	
<b>Total Maintenance &amp; Repairs</b>			<b>\$ 13,347</b>	<b>\$ 9,664</b>	<b>\$ 9,409</b>	<b>\$ 11,224</b>	<b>\$ 11,224</b>	<b>\$ -</b>
<b>UTILITIES</b>								
7401	0	Natural Gas	\$ 899	\$ 975	\$ 922	\$ 966	\$ 966	
7403	0	Electricity	1,326	2,800	1,291	1,325	1,325	
7407	0	Water/Sewer	518	597	515	540	540	
<b>Total Utilities</b>			<b>\$ 2,743</b>	<b>\$ 4,372</b>	<b>\$ 2,728</b>	<b>\$ 2,831</b>	<b>\$ 2,831</b>	<b>\$ -</b>
<b>FUEL &amp; LUBRICANTS</b>								
7500	0	Fuel/Lubricants	\$ 732	\$ 717	\$ 712	\$ 960	\$ 960	
<b>Total Fuel &amp; Lubricants</b>			<b>\$ 732</b>	<b>\$ 717</b>	<b>\$ 712</b>	<b>\$ 960</b>	<b>\$ 960</b>	<b>\$ -</b>
<b>INTERDEPARTMENT CHARGE</b>								

ITEMIZED BUDGET EXPENSE WORKSHEET  
CEMETERY  
FY24

			Prior Year Actual FY2021- 22	Budget FY2022-23	Projected FY2022-23	Maint Budget Request FY2023-24	Total Budget Request FY2023-24	Expansion
9000	0	ITS Overhead	\$ 9,602	\$ 11,405	\$ 11,405	\$ 10,959	\$ 10,959	
9001	0	Fleet Overhead	697	956	956	325	325	
9004	0	MERP	450	490	490	1,145	1145	
9005	0	VERP Payment	1,725	844	844	3,836	3836 <sup>6</sup>	
9007	0	SLERP Payment	51	55	55	116	116	
<b>Total Interdepartment Charge</b>			<b>\$ 12,525</b>	<b>\$ 13,750</b>	<b>\$ 13,750</b>	<b>\$ 16,382</b>	<b>\$ 16,382</b>	<b>\$ -</b>
<b>TRANSFERS</b>								
9101	0	Transfer to Parks	\$ 16,348	\$ 15,502	\$ 15,502	\$ 18,051	\$ 18,051	
9101	0	Transfer to ITS	-	-	-	\$ -	-	
<b>Total Transfers</b>			<b>\$ 16,348</b>	<b>\$ 15,502</b>	<b>\$ 15,502</b>	<b>\$ 18,051</b>	<b>\$ 18,051</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>			<b>\$ 139,860</b>	<b>\$ 170,526</b>	<b>\$ 165,701</b>	<b>\$ 198,557</b>	<b>\$ 198,557</b>	<b>\$ -</b>
<b>NET</b>			<b>\$ (64,073)</b>	<b>\$ 9,270</b>	<b>\$ (25,543)</b>	<b>\$ (79,857)</b>	<b>\$ (79,857)</b>	<b>\$ -</b>
<b>Percent Recovery</b>			<b>54.19%</b>	<b>105.44%</b>	<b>84.58%</b>	<b>59.78%</b>	<b>59.78%</b>	

Footnotes:

<sup>1</sup> Monument sales were greatly overbudgeted. FY24 Budget reflects more accurate historical performance.

<sup>2</sup> Portfolio performance suffered significant loss in FY22 and FY23. Anticipating better performance in FY24.

<sup>3</sup> Budget had columbarium sales more aggressive than the actual one per month.

<sup>4</sup> New contracts for mowing and grave digger. Mowing at cemetery increase by 80%, per new contract.

<sup>5</sup> Other Construction Materials is relation to Monument Sales being down.

<sup>6</sup> Due to increasing cost of vehicles as no longer receiving fleet discount, VERP increased by 85% in FY24.



# Lee's Summit Parks and Recreation

Pay and Classification Plan - Fiscal Year 23 (July 1, 2023 to June 30, 2024)

Management/Career Professionals (MCP)		Minimum	Midpoint	Maximum
MCP-1 *Lawson Code PM1	Administration Analyst Marketing and Communication Strategist Lovell Community Center Assistant Manager	\$ 47,046.56	\$ 58,808.20	\$ 70,569.84
MCP-2 *Lawson Code PM2	Harris Park Community Center Manager Gamber Community Center Manager Lovell Community Center Manager Longview Community Center Manager Aquatics Manager Facility Maintenance Manager Park Operations Manager Management Analyst	\$ 56,768.95	\$ 70,961.18	\$ 85,153.42
MCP-3 *Lawson Code PM3	Assistant Superintendent of Park Construction Assistant Superintendent of Park Operations Assistant Superintendent of Recreation	\$ 61,705.38	\$ 77,131.72	\$ 92,558.07
MCP-4 *Lawson Code PM4	Superintendent of Park Planning & Construction Superintendent of Park Operations Superintendent of Recreation Superintendent of Administration Superintendent of Legal Services & Human Resources	\$ 70,188.91	\$ 87,736.14	\$ 105,283.37
MCP-5 *Lawson Code PM5	Superintendent of Recreation II Superintendent of Park Planning & Construction II Superintendent of Administration II	\$ 76,939.88	\$ 96,174.84	\$ 115,409.81
Recreation		Minimum	Midpoint	Maximum
REC-1 *Lawson Code PR1	Recreation Supervisor I Aquatics Supervisor	\$ 38,458.28	\$ 48,072.86	\$ 57,687.43
REC-2 *Lawson Code PR2	Recreation Supervisor II	\$ 43,011.36	\$ 53,764.20	\$ 64,517.04
REC-3 *Lawson Code PR3	Recreation Supervisor III	\$ 47,264.76	\$ 59,080.95	\$ 70,897.14
Administrative Support		Minimum	Midpoint	Maximum
AS-1 *Lawson Code PA1	Service Representative	\$ 34,514.95	\$ 43,143.69	\$ 51,772.43
AS-2 *Lawson Code PA2	Administrative Services Coordinator Marketing and Communication Specialist	\$ 38,458.28	\$ 48,072.86	\$ 57,687.43
Facilities and Operations		Minimum	Midpoint	Maximum
FO-1 *Lawson Code PO1	Park Specialist Facility Maintenance Specialist	\$ 34,514.95	\$ 43,143.69	\$ 51,772.43
FO-2 *Lawson Code PO2	Skilled Park Specialist	\$ 37,693.32	\$ 47,116.66	\$ 56,539.99
FO-3 *Lawson Code PO3	Senior Park Specialist	\$ 40,004.50	\$ 50,005.63	\$ 60,006.75
FO-4 *Lawson Code PO4	Master Park Specialist	\$ 42,324.85	\$ 52,906.06	\$ 63,487.27
FO-5 *Lawson Code PO5	Facility Maintenance Supervisor	\$ 46,493.55	\$ 58,116.94	\$ 69,740.32
FO-6 *Lawson Code PO6	Park Maintenance Supervisor	\$ 48,087.75	\$ 60,109.69	\$ 72,131.62

**PART TIME STAFF STARTING PAY SCHEDULE  
BY DIVISION**

DIVISION	POSITION	FY23 Request (Jul. 1, 2022 to Dec. 31, 2022) (Per Hour)	FY23 Request (Jan. 1, 2023 to Jun. 30, 2023) (Per Hour)	FY24 Request (Jul. 1, 2023 to Dec. 31, 2023) (Per Hour)	FY24 Request (Jan. 1, 2024 to Jun. 30, 2024) (Per Hour)
<b>ADMINISTRATION</b>					
	Marketing Specialist	\$11.15	\$12.00	\$12.00	\$12.00
	Administrative Services Assistant	\$12.00	\$12.45	\$12.45	\$12.45
<b>PARKS</b>					
	Park Maintenance Worker	\$11.25	\$12.00	\$12.00	\$12.00
	Lead Park Maintenance Worker	\$11.85	\$12.70	\$12.70	\$12.70
<b>GAMBER CENTER (GCC)</b>					
	Facility Supervisors	\$11.15	\$12.00	\$12.75	\$12.75
	Floor Trainer	\$11.15	\$12.00	\$12.00	\$12.00
	Custodians	\$11.15	\$12.00	\$12.00	\$12.00
	Dance Instructor	\$15.00	\$15.00	\$15.00	\$15.00
	Fitness Instructors I	\$17.00	\$17.00	\$17.00	\$17.00
	Fitness Instructors II	\$20.00	\$20.00	\$20.00	\$20.00
	Fitness Instructors III	\$23.00	\$23.00	\$23.00	\$23.00
	Personal Trainer	\$26.00	\$26.00	\$26.00	\$26.00
<b>LOVELL COMMUNITY CENTER (LCC)</b>					
	Service Representative	\$11.55	\$12.40	\$12.40	\$12.40
	Facility Supervisors	\$12.75	\$13.20	\$13.20	\$13.20
	Custodian	\$11.15	\$12.00	\$12.00	\$12.00
	Gym/Weight Room Attendant	\$11.15	\$12.00	\$12.00	\$12.00
	Floor Trainers-Weight Room	\$11.65	\$12.50	\$12.50	\$12.50
	Child Care Attendant	\$11.15	\$12.00	\$12.00	\$12.00
	Lifeguard	\$11.30	\$12.15	\$12.15	\$12.15
	Head Lifeguard	\$11.85	\$12.75	\$12.75	\$12.75
	Swim Instructors I	\$11.30	\$12.15	\$12.15	\$12.15
	Swim Instructors II	\$11.45	\$12.30	\$12.30	\$12.30
	Private Swim Lesson Instructor (cert)	\$11.45	\$12.30	\$12.30	\$12.30
	Swim Lesson Coordinator	\$14.50	\$15.00	\$15.00	\$15.00
	Fitness Instructors I	\$17.00	\$17.00	\$17.00	\$17.00
	Fitness Instructors II	\$20.00	\$20.00	\$20.00	\$20.00
	Fitness Instructors III	\$23.00	\$23.00	\$23.00	\$23.00
	Personal Trainers	\$26.00	\$26.00	\$26.00	\$26.00
	HEED Instructor	\$11.65	\$12.50	\$12.50	\$12.50
	Massage Therapist	\$26.00	\$26.00	\$26.00	\$26.00
	RevUp Exercise Specialist	\$26.50	\$27.00	\$27.00	\$27.00
<b>LONGVIEW COMMUNITY CENTER (LVCC)</b>					
	Service Representative	\$11.55	\$12.40	\$12.40	\$12.40
	Facility Supervisors	\$12.75	\$13.20	\$13.20	\$13.20
	Custodian	\$11.15	\$12.00	\$12.00	\$12.00
	Gym/Weight Room Attendant	\$11.15	\$12.00	\$12.00	\$12.00
	Floor Trainers-Weight Room	\$11.65	\$12.50	\$12.50	\$12.50
	Child Care Attendant	\$11.15	\$12.00	\$12.00	\$12.00
	Lifeguard	\$11.30	\$12.15	\$12.15	\$12.15
	Head Lifeguard	\$11.85	\$12.75	\$12.75	\$12.75
	Swim Instructors I	\$11.30	\$12.15	\$12.15	\$12.15
	Swim Instructors II	\$11.45	\$12.30	\$12.30	\$12.30
	Private Swim Lesson Instructor (cert)	\$11.45	\$12.30	\$12.30	\$12.30
	Swim Lesson Coordinator	\$14.50	\$15.00	\$15.00	\$15.00
	Fitness Instructors I	\$17.00	\$17.00	\$17.00	\$17.00
	Fitness Instructors II	\$20.00	\$20.00	\$20.00	\$20.00
	Fitness Instructors III	\$23.00	\$23.00	\$23.00	\$23.00
	Personal Trainers	\$26.00	\$26.00	\$26.00	\$26.00
	HEED Instructor	\$11.65	\$12.50	\$12.50	\$12.50
	Massage Therapist	\$26.00	\$26.00	\$26.00	\$26.00
	RevUp Exercise Specialist	\$26.00	\$27.00	\$27.00	\$27.00

**PART TIME STAFF STARTING PAY SCHEDULE  
BY DIVISION**

DIVISION	POSITION	FY23 Request (Jul. 1, 2022 to Dec. 31, 2022) (Per Hour)	FY23 Request (Jan. 1, 2023 to Jun. 30, 2023) (Per Hour)	FY24 Request (Jul. 1, 2023 to Dec. 31, 2023) (Per Hour)	FY24 Request (Jan. 1, 2024 to Jun. 30, 2024) (Per Hour)
<b>SUMMIT WAVES</b>					
	Welcome Desk/Food & Beverage Manager	\$11.85	\$12.75	\$12.75	\$12.75
	Assistant Facility Manager	\$14.50	\$15.00	\$15.00	\$15.00
	Head Lifeguard	\$11.85	\$12.75	\$12.75	\$12.75
	Lifeguard	\$11.30	\$12.15	\$12.15	\$12.15
	Service Representative	\$11.55	\$12.40	\$12.40	\$12.40
	Concession Attendant	\$11.15	\$12.00	\$12.00	\$12.00
	Deck Attendant	\$11.15	\$12.00	\$12.00	\$12.00
	Swim Lesson Coordinator	\$14.50	\$15.00	\$15.00	\$15.00
	Swim Instructors I (AM/PM)	\$11.30	\$12.15	\$12.15	\$12.15
	Swim Instructors II (AM/PM)	\$11.45	\$12.30	\$12.30	\$12.30
	Private Swim Lesson Instructor (cert)	\$11.45	\$12.30	\$12.30	\$12.30
<b>CAMP SUMMIT</b>					
	Camp Manager	\$13.15	\$14.00	\$14.00	\$14.00
	Camp Nurse	\$20.00	\$20.00	\$20.00	\$20.00
	Assistant Camp Manager	\$12.15	\$13.00	\$13.00	\$13.00
	Camp Service Representative	\$11.15	\$12.00	\$12.00	\$12.00
	Counselor (camp, support & school break)	\$11.15	\$12.00	\$12.00	\$12.00
<b>HARRIS PARK COMMUNITY CENTER</b>					
	Facility Supervisor	\$11.15	\$12.00	\$12.75	\$12.75
	Service Representative	\$11.15	\$12.00	\$12.00	\$12.00
	Custodians	\$11.15	\$12.00	\$12.00	\$12.00
<b>INSTRUCTIONAL</b>					
	Itty Bitty/Pee Wee Site Supervisor	\$11.15	\$12.00	\$12.00	\$12.00
	Itty Bitty Instructor	\$11.15	\$12.00	\$12.00	\$12.00
	Itty Bitty and Pee Wee Instructors	\$11.15	\$12.00	\$12.00	\$12.00
	Youth Instructor	\$11.15	\$12.00	\$12.00	\$12.00
<b>ATHLETICS</b>					
	Basketball Referee I	\$13.00	\$13.00	\$13.00	\$13.00
	Basketball Referee II	\$15.00	\$15.00	\$15.00	\$15.00
	Basketball Referee III	\$17.00	\$17.00	\$17.00	\$17.00
	Basketball Referee IV	\$20.00	\$20.00	\$20.00	\$20.00
	Volleyball Official/Referee I	\$15.00	\$15.00	\$15.00	\$15.00
	Volleyball Official/Referee II	\$16.00	\$16.00	\$16.00	\$16.00
	Kickball Referee	\$18.00	\$18.00	\$18.00	\$18.00
	Hartman Park Site Supervisor	\$12.00	\$13.00	\$13.00	\$13.00
	E Gaming Tournament Director	\$11.35	\$12.00	\$12.00	\$12.00
	Scorekeeper	\$11.15	\$12.00	\$12.00	\$12.00
<b>AMPHITHEATER</b>					
	Event Staff	\$11.15	\$12.00	\$12.00	\$12.00
<b>LEA MCKEIGHAN NORTH/SUMMIT ICE</b>					
	Facility Supervisor - Lea McKeighan North	\$11.15	\$12.00	\$12.75	\$12.75
	Service Representative - Lea McKeighan North	\$11.15	\$12.00	\$12.00	\$12.00
	Skate Monitor - Lea McKeighan North	\$11.15	\$12.00	\$12.00	\$12.00
	Assistant Manager - Lea McKeighan North	\$13.50	\$13.50	\$13.50	\$13.50
	Rink Operations	\$25.00	\$25.00	\$25.00	\$25.00



# TRAINING AND LICENSING PLAN 2023-2024 Projections and FY24 Budget

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## ADMINISTRATION

Employee	Completed Training	Current Training Needs	5 Year Goals	2022/2023	2023/2024
<b>Park Board</b> Board Members	NRPA, ABC, MPRA	Charter By Laws		NRPA-1	NRPA-3
<b>Joe Snook</b> Administrator of Parks & Recreation	MS, BA, LLS, ABC, MPRA, NRPA, ABC, FA, CPR, NIRSA, CPO, AFO, CD, MMS, CPRP, RS, AED Director's School Yr 1 and Yr 2 Diversity and Inclusion Training	CPRE certification	Continue in current position Oversee acquisition, planning and construction of a local park system	ABC, MPRA CPRE	NPRA, MPRA CPRE
<b>Tede Price</b> Superintendent of Administration	BS, RS (BI), CPR, FA, CT, MPRA, NRPA, AED, LDI LLS, SES, IAAPA Diversity and Inclusion Training	NRPA, MPRA, WS	Gain knowledge to provide oversight of the services provided by the Administration Division (Human Resources, Finance, Budget, Reporting, Procurement, Marketing, ITS support)	MPRA HR Workshop	NPRA, MPRA HR Workshop
<b>Devin Blazek</b> Management Analyst	BS, CPR, FA, AED, AFO Red Cross Life Guard Instructor (LGI) MPRA, EF, NPRA, RS, MBA Diversity and Inclusion Training	CPR, NRPA, MPRA Continue training in current position	CFA, CGFM, CPRP BIA Professional Certificate		NRPA RecTrac Usergroup
<b>Dana Thurber</b> Administration Analyst	CPR, FA, AED, CT LDI, MPRA Advanced Excel Diversity and Inclusion Training	Advanced Word, Adobe	Identify additional ongoing analysis that could be performed to better measure the performance of the organization. Ongoing Rectrac training for more Rectrac experts in the department.		RecTrac Usergroup Budget Workshop
<b>Melissa Pfannenstiel</b> Marketing & Communication Statgist	MPRA, CPR, FA, AED Diversity and Inclusion Training			MPRA	MPRA - Marketing WS NRPA Marketing and Communication Certificate  AMA-PCM Marketing Management Certificate
<b>Madison Sieger</b> Marketing & Communication Specialist					MPRA - Marketing WS NRPA Marketing and





# TRAINING AND LICENSING PLAN 2023-2024 Projections and FY24 Budget

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## PARKS -- OPERATIONS, PLANNING AND CONSTRUCTION

Employee	Completed Training	Current Training Needs	5 Year Goals	2022/2023	2023/2024
<b>Steve Casey</b> Superintendent of Planning and Construction	BLA, RLA, ASLA, MPRA, NRPA MTS, ABC, CPR, FA ASLA Conference CPTED MMS LLS  Diversity and Inclusion Training	Maintain state professional licensure through continuing education (30 hours/2 years). Attend local, state and national conference that are relevant to job and assist in meeting licensure requirements. Expand computer training and knowledge base. Use of tools to assist and improve presentation graphics, design and construction documents.	Be at forefront of implementing "green" and sustainable designs in P&R facility planning. Improve efficiency in design role through use of computer technology.  NRPA	NRPA	Computer Training ASLA MPRA
		SMS, NRPA, MPRA			
<b>Brooke Chestnut</b> Superintendent of Park Operations	International Society of Arboriculture (ISA) certified arborist CPSI Hazard Tree Certified BS- Wildlife Conservation and Management Diversity and Inclusion Training MMS, CPRP, MPRA, LDI	SMS Director's School MM Grad School NRPA Tree Conference		LDI	NRPA
<b>Steve Thomas</b> Asst Superintendent of Park Construction	BS in Business Management MMS, CPR, CPSI, LDI, LLS Diversity and Inclusion Training MPRA	Computer training, NRPA, SMS	Superintendent of Park Construction CPRP	Computer Training WS	NRPA Computer Training WS
<b>Andy Carr</b> Park Operations Manager	BS Parks & Recreation, CDI, CPA, LDI, MMS, LLS, CDL Diversity and Inclusion Training	STMA, SMS, NRPA, MPRA  SFMA	CPRP	NRPA	STMA
<b>Michael Cox</b> Park Maintenance Supervisor	Bachelors Degree Parks LDI, MPRA, CPSI Diversity and Inclusion Training FA, CPR, AED	MMS 2nd year, NRPA	MMS, NRPA, CPRP, SMS LLS	MMS	MMS year 2 WS
<b>Kevin Brackman</b> Master Park Specialist	BS, MMS, SMS, CPR, FA, MPRA Diversity and Inclusion Training	WS	Continue high skilled support in all areas.	WS	WS
<b>Stormy Dale</b> Master Park Specialist	CPR, FA, MPRA, MMS, CPA Diversity and Inclusion Training		Maintain current position	WS	WS STMA
<b>Rob Hemme</b> Master Park Specialist	MMS, CPR, FA, CPO, AFO, MPRA Diversity and Inclusion Training	SMS	Maintain current position	WS	WS
<b>Keith Schloman</b> Master Park Specialist	MMS, CPR, FA, MPRA Diversity and Inclusion Training	WS	Maintain current position	WS	WS
<b>Bryan Bair</b> Senior Park Specialist	CPR, AED, FA Diversity and Inclusion Training MPRA	CPA, MMS  WS, NRPA	LDI, BS, SMS, MMS  Associate Degree	WS	WS
<b>Steve Bonner</b> Senior Park Specialist	BS, CPSI Diversity and Inclusion Training CPR, AED, FA	CPR, MPRA, WS		WS	WS

**PARKS -- OPERATIONS, PLANNING AND CONSTRUCTION**

Employee	Completed Training	Current Training Needs	5 Year Goals	2022/2023	2023/2024
Tyler Smith Senior Park Specialist	CPR, FA, MPRA, CPA, AFO Diversity and Inclusion Training	WS	MMS	WS	WS

**PARKS -- OPERATIONS, PLANNING AND CONSTRUCTION**

Employee	Completed Training	Current Training Needs	5 Year Goals	2022/2023	2023/2024
<b>Liz Drentlaw</b> Senior Park Specialist	BA, MPRA, MMS, CPR, FA, CPA Diversity and Inclusion Training CPSI	WS, NRPA	NRPA	WS	WS NRPA
<b>Jared Greene</b> Skilled Park Specialist	CPR, AED, FA Diversity and Inclusion Training	CPA, MMS, MPRA	AFO, CPA		MMS WS
<b>Travis Shaffer</b> Skilled Park Specialist	BS CPR, AED, FA Diversity and Inclusion Training	CPA, MMS, MPRA	CPA		MMS, KAA, WS SFMA
<b>Nick Shipley</b> Park Specialist	CPR, AED, FA Diversity and Inclusion Training	CPA, MMS, MPRA	AFO	WS	MMS
<b>David Lapham</b> Park Specialist	CPR, AED, FA Diversity and Inclusion Training	MMS, MPRA, WS	CPA MMS	WS	WS



# TRAINING AND LICENSING PLAN 2023-2024 Projections and FY24 Budget

The certification and training plan is meant only as a guide and is subject to change. All training requires advance approval from the Administrator. Training is an opportunity provided by the Board to improve our skills to serve our community. Special policies pertain to employee responsibilities when accepting Board paid training and licensing.

## RECREATION

Employee	Completed Training	Current Training Needs	5 Year Goals	2022-2023	2023/2024
<b>David Dean</b> Superintendent, Recreation II LCC, LVCC, SW, GCC, HPCC, LPA,	BA, CPR, FA, NRPA, AFO, MPRA, RS, LLS, AED, MMS DS Diversity and Inclusion Training	Advanced excel, SMS, NPRA Completion of CPRP Athletic Business	Continue in current position Bring all facility fund balances to \$150,000 Assist with the design and operational planning for a field house Oversee ADA compliance at all Parks & Facilities Learn/understand GCC, HPCC, LPA & SI operations Learn/understand all fund 530 operations	CPR, AED, FA MPRA	SMS
<b>Ryan Gibson</b> Assistant Superintendent Recreation GCC, HPCC, LMN, HPSC, LPA	BS, CPR, FA, AED MPRA, NRPA, LDI, NYSCA RS, EF, LLS, CPRP, Food Handlers Diversity and Inclusion Training	SMS, MMS, DS, CT Festival/Events School Athletic Business	Continue growth in the department to oversee more FT Staff, participate on park/facility planning teams, Assist operation of Field House Maintain CPRP	NRPA	CPR, AED, FA MPRA Festive/Events
<b>Jodi Jordan</b> Assistant Superintendent Recreation LCC, LVCC, SW	BS, CPR, AED, FA, Risk Management, Service with Soul, Youth Super Sports Director, Teen Leadership Director, Group Work, Working with 5-9 Year Olds, 3R's of Membership, LLS, Membership by Design, Facilitation Skills, Faculty Trainer, YUSA Senior Director Certification, NRPA, Facility Design School, CS, AFO, RS CPRP, MPRA Diversity and Inclusion Training	MMS, DS, SMS	Superintendent/ of Recreation and / or Facilities Get LCC & LVCC back to self-sustainability including addition of more FT staff Membership recruitment/retention post COVID Learn Summit Waves Operations Create LSPR Member Retention Plan Continue to build LSPR Inclusion partnerships and programs Maintain CPRP Certification	MMS More pump room Knowledge operations Chamber Involvement	MMS- year 2 More pump room Knowledge operations Chamber Involvement
<b>Grace Carson</b> Aquatics Manager LCC, LVCC, SW	BS, CPR, FA, AED, AFO Red Cross Life Guard Instructor (LGI) Recert Food Handlers, NPRA Diversity and Inclusion Training	LGIT, WSI Instructor, WWA RS, CPRP, MPRA	Create more inclusion/special needs programs Earn degree in Organizational Leadership  Attend WWA	Emergency Response Mental Health Drug Use	MPRA Emergency Response Mental Health Drug Use
<b>Megan Crews</b> GCC Manager	BS, MS, CPR, FA, AED, HEED LDI, CPRP, MPRA, NRPA ARCT Diversity and Inclusion Training	RS, SMS, MMS, CT, LLS	CPRE, Experience opportunities, grow number of full-time staff, Program growth, GCC kitchen utilization, re-establish to pre-COVID-19 numbers	RS	RS year 2

**RECREATION**

Employee	Completed Training	Current Training Needs	5 Year Goals	2022-2023	2023/2024
<b>Heath Harris</b> LVCC Manager	CPR, FA, AED, BS RS, MPRA, LDI AFO, LLS, AB Conf Diversity and Inclusion Training	CPRP, CT, MMS, NRPA SMS, WS	Obtain CPRP, Participate in LLS, Lead MPRA educational session-weather systems Get LVCC to self-sustainability Grow LVCC full-time to match LCC Lead customer service/team building training for full-time LSPR staff	ABC LLS, AFO	
<b>Rachel Smith</b> LCC Manager	BS Degree CPR, AED, FA MPRA Diversity and Inclusion Training	MPRA, NRPA, CPRP, AFO, RS MMS, LDI Lawson	AFO, RS, CPRP, LLS MMS	MRPA, CT	CT
<b>Eric Schooley</b> Facility Maintenance Manager	BS, LDI, AFO CPR, FA, AED Diversity and Inclusion Training	MPRA, MMS, WS, CT NRPA, CPRP, SMS	Get SW Open LCC Concrete Project LVCC NE Gym door leak	Scissor Lift	CPR, AED, FA Scissor Lift
<b>Grant Campbell</b> Maintenance Supervisor LCC	BS, CPR, AED, FA AFO, Scissor Lift Diversity and Inclusion Training	MMS, LDI, CPRP MPRA, SMS, WS, CT	Seek advancement or promotion with LSPR (open to area)	Scissor Lift AFO	One man lift MMS CPR, AED, FA
<b>Sean Dorrance</b> Recreation Supervisor I HPCC, LPA	BS, Food Handlers CPR, AED, FA, MPRA Diversity and Inclusion Training	LDI, NRPA, MPRA, RS, Festival/Event School CPRP	CPRP, LDI, RS, LLS Attend Conference	MPRA	LDI Festive/Special Events
<b>Paul Arndorfer</b> Recreation Supervisor I HPCC, Hartman	BA, MA, ABC CPR, AED, FA Diversity and Inclusion Training	LDI, MPRA, NRPA NYSCA, RS, CT CPRP	CPRP, Attend Conference LDI, RS, LLS	ABC	LDI RS
<b>James Cox</b> Facility Maintenance Specialist LVCC	CPR, FA, AED, CS Diversity and Inclusion Training	CT	Remain in current position.	AFO Scissor Lift	CPR, FA, AED Scissor Lift
<b>Stephen Hayde</b> Facility Maintenance Specialist GCC/LMN	CPR, FA, AED Scissor lift Diversity and Inclusion Training	Landscape maintenance Ice rink maintenance WS, Irrigation maintenance	Remain in current position.	Scissor Lift	Scissor Lift
<b>Kalaen Wheeler</b> Facility Maintenance Specialist HPCC	AFO CPR, FA, AED Diversity and Inclusion Training	MMS, MPRA	Attend classes/training for electrical repairs	Scissor Lift	Scissor Lift CPR, FA, AED
<b>Debbie DuChaine</b> Service Representative LCC	CPR, FA, AED Diversity and Inclusion Training	WS Training Tuesday	Service Rep II	WS, CT	WS, CT RecTrac User Group



## TRAINING GOALS AND KEY

### GOALS

**Superintendents and Assistant Superintendents:** Rotation for NRPA or ABC/MPRA (2 years), SMS, RS, LLS  
**Managers:** Rotation for NRPA/ABC (3 years) and MPRA (2 years)  
**Supervisors:** Rotation for NRPA/ABC (5 years) and MPRA (3 years)  
**CPRP:** All Supervisory Staff (Superintendents and Recreation Supervisors)  
**Supervisors:** Attend professional school for their area  
**Playground Safety** every year for selected employees  
 Rotate **Parks Specialists** through special training workshops (welding, etc.) and MPRA (2 per year)  
 Rotate **Service Representatives** through computer training and customer service training  
**CPR/First Aid** every 2 years  
**AED** once per year

### KEY

<b>ABC</b>	Athletic Business Conference	<b>IFEA</b>	International Festivals & Events Association
<b>AED</b>	Automatic External Defibrillators	<b>ISA</b>	International Society of Arboriculture
<b>AFO</b>	Aquatic Facility Operator	<b>KAA</b>	Kansas Arborist Association
<b>AICP</b>	American Institute of Certified Planners	<b>LGI</b>	Life Guard Instructor
<b>APA</b>	American Planning Association	<b>LGIT</b>	Life Guard Instructor Trainer
<b>AQS</b>	Aquatic School	<b>LLS</b>	Leadership Lee's Summit
<b>ARC LI</b>	American Red Cross Lifeguard Instructor and Lifeguard	<b>MBA</b>	Masters in Business Administration
<b>ARC CPR/FA</b>	American Red Cross CPR Professional Rescuer Instructor	<b>MLS</b>	Masters of Landscape Architecture
<b>ARCT</b>	American Red Cross Trainer	<b>MMS</b>	Maintenance Management School
<b>ASLA</b>	American Society of Landscape Architects	<b>MOKAN</b>	MO KS Sports Field Manager Association
<b>BS</b>	Bachelor of Science Degree	<b>MPA</b>	Masters Public Administration
<b>CPA</b>	Certified Pesticide Applicator	<b>MPRA</b>	Missouri Parks and Recreation Association
<b>CPA(B)</b>	Certified Public Accountant (Business)	<b>MS</b>	Master of Science Degree
<b>CPRE</b>	Certified Parks and Recreation Executive	<b>MTVA</b>	Missouri Valley Turfgrass Association
<b>CPRP</b>	Certified Parks and Recreation Professional	<b>NRPA</b>	National Recreation and Park Association
<b>CPTED</b>	Crime Prevention through Environmental Design	<b>NAC</b>	NRPA's National Aquatics Conference
<b>CM</b>	Construction Management	<b>NPSI</b>	National Playground Safety Institute
<b>CPSI</b>	Certified Playground Safety Inspector through NPSI	<b>NYSCA</b>	National Youth Sports Coach Association
<b>CPO</b>	Certified Pool Operator	<b>PS</b>	Professional School or Public Speaking
<b>CPR</b>	Cardiopulmonary Resuscitation	<b>RLA</b>	Registered Landscape Architect
<b>CS</b>	Customer Service	<b>RPS</b>	Recreation Programming School
<b>CT</b>	Computer Training	<b>RS</b>	Revenue School
<b>DS</b>	Director School	<b>SES</b>	Special Events School
<b>EF</b>	Executive Forum	<b>SFMA</b>	Sports Field Manager Association
<b>FA</b>	First Aid	<b>SMS</b>	Supervisor's Management School
<b>HEED</b>	Healthy Eating Every Day	<b>SMS</b>	Sports Management School
		<b>WS</b>	Workshop
		<b>WWA</b>	World Water Park Association

# Parks Operations 10 yr sch - VERP SCHEDULE - Fiscal 2024

## Inventory of Existing Vehicles and Equipment.

Item:	Vehicle ID	Vehicle Description	Purchase Date or Starting Year	Purchase Price	Equipment Life Miles or Hours	Average Annual Miles or Hours	Calculated Life	Annual Inflation Rate	Salvage Value as a Percent of Purchase \$
1	300	08 Ford Explorer #14634	0	\$0	0	0	0	0.0%	0.0%
2	302	20 Ford Ranger ext cab XLT 4x4 #18254	2020	\$24,177	9	1	9	4.5%	35.0%
3	317	20 F-150 ext cab 4x2 # 18253	2020	\$23,248	9	1	9	4.5%	35.0%
4	305	13 Ford F350 #16831	2013	\$20,765	11	1	11	6.8%	25.0%
5	304	13 Ford F350 #16184	2013	\$20,765	11	1	11	6.8%	25.0%
6	306	20 Ford F450 plow & sander 18251	2020	\$60,851	9	1	9	6.0%	25.0%
7	308	21 Ford 4x4 dump insert with plow #2031	2021	\$47,955	5	1	5	5.0%	25.0%
8	309	16 F-450 dump with plow4x4 #17798	2016	\$54,155	10	1	10	6.0%	25.0%
9	312	17 F-350 pickup truck #17848	2017	\$27,969	8	1	8	6.0%	25.0%
10	339	18 ventrac mower #18194	2018	\$27,525	10	1	10	4.0%	25.0%
11	318	18 JD Gator #18187	2018	\$8,745	8	1	8	4.0%	25.0%
12	315	21 Ford F-350 asset# 16186	2021	\$26,394	8	1	8	6.0%	25.0%
13	321	14 toro spray unit #16858	2014	\$37,539	10	1	10	3.5%	15.0%
14	313	20 F-450 4x2 service body # 18250	2020	\$50,370	9	1	9	6.0%	30.0%
15			2008					0	
16	316	17 F-350 4x2 with utility bed #17847	2017	\$48,611	11	1	11	6.0%	30.0%
17	873	14 S750 Bobcat #16854	2014	\$44,509	15	1	15	6.0%	30.0%
18	337	18 T595 Bobcat #18188	2018	\$47,941	14	1	14	6.0%	30.0%
19	330	08 Ford E150 Cargo Van #14674	2008	\$17,585	16	1	16	6.0%	12.0%
20	335	18 bobcat asset# 18203	2018	\$41,627	10	1	10	2.0%	35.0%
21	334	23 toro workman # 16153	2023	\$29,066	10	1	10	6.0%	10.0%
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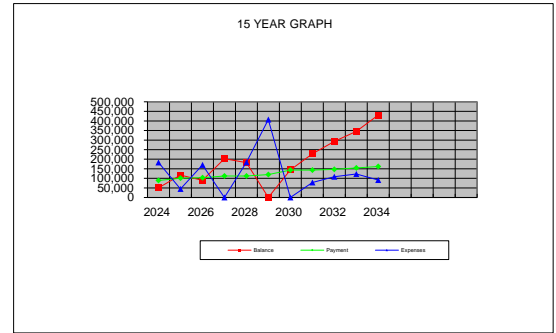
2024	Current Fiscal Year (eg. FY 2000-2001 is "2001").
\$88,731	Your 2024 VERP Payment Amount.
\$114,973	2023 Projected Fund Balance.
0.0%	Interest Rate to Apply to Year End Fund Balance.

99.7% VERP Payment Adjustment Factor

0	2025 Payment adjustment(+/-)
0	2026 Payment adjustment
0	2027 Payment adjustment
0	2028 Payment adjustment
0	2029 Payment adjustment

### 10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2024	50,332	88,731	183,258
2025	117,075	100,974	44,578
2026	89,961	103,507	170,156
2027	202,370	112,409	0
2028	182,339	112,409	183,765
2029	542	120,167	407,120
2030	143,971	143,429	0
2031	228,412	143,429	78,114
2032	293,163	146,678	108,391
2033	345,240	154,035	123,103
2034	430,648	161,810	91,074



Vehicles to be rolled over from prior previous year  
Vehicles Expansion vehicles from 2005-06

\$ 659,797.07

Department Director Approval

Date

# Parks & Grounds Maintenance VERP SCHEDULE - Fiscal 2024

## Inventory of Existing Vehicles and Equipment:

Item	Vehicle ID	Vehicle Description	Purchase Date or Starting Year	Purchase Price	Equipment Life Miles or Hours	Average Annual Miles or Hours	Calculated Life	Annual Initiation Rate	Salvage Value as a Percent of Purchase \$
1	307	12 F-350 PU 4x2 Asset# 16131	2012	\$20,047	12	1	12	6.5%	25.0%
2	310	19 F-550 Bucket Trk asset# 12772	2019	\$104,814	12	1	12	3.0%	28.0%
3	338	17 Ventrac mower #18173	2017	\$27,255	10	1	10	3.0%	25.0%
4	314	* 13 F-350 standard cab 4x2 #16186	2013	\$20,765	11	1	11	6.8%	25.0%
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\$ 172,881.00

Vehicles to be replaced in previous fiscal year

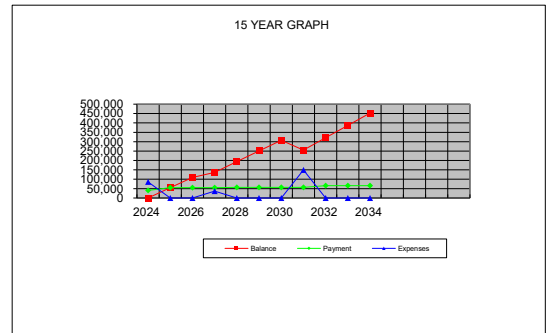
2024	Current Fiscal Year (eg. FY 2000-2001 is "2001").
\$40,266	Your 2024 VERP Payment Amount.
\$27,253	2023 Projected Fund Balance.
0.0%	Interest Rate to Apply to Year End Fund Balance.

226.4% VERP Payment Adjustment Factor

0	2025 Payment adjustment(+/-)
0	2026 Payment adjustment
0	2027 Payment adjustment
0	2028 Payment adjustment
0	2029 Payment adjustment

### 10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2024	15	40,266	85,499
2025	54,848	54,833	0
2026	109,681	54,833	0
2027	136,743	54,833	36,628
2028	193,738	56,995	0
2029	250,733	56,995	0
2030	307,728	56,995	0
2031	255,197	56,995	149,440
2032	320,990	65,793	0
2033	386,783	65,793	0
2034	452,576	65,793	0



Department Director Approval

Date



Cemetery - VERP SCHEDULE - Fiscal 2024

Inventory of Existing Vehicles and Equipment:

Item	Vehicle ID	Vehicle Description	Purchase Date or Starting Year	Purchase Price	Equipment Life Miles or Hours	Average Annual Miles or Hours	Calculated Life	Annual Initiation Rate	Salvage Value as a Percent of Purchase \$\$
1	P311	21 Ford F-150 4x2 reg cab #20403	2021	\$21,693	13	1	13	2.0%	20.0%
2	P317	19 Scags Mower #18230	2019	\$8,499	8	1	8	2.2%	28.0%
3	P341	07 JD Gator # 14253	2018	\$9,243	8	1	8	2.5%	20.0%
4							0		
5							0		
6							0		
7							0		
8							0		
9							0		
10							0		
11							0		
12							0		
13							0		
14							0		
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53							0		
54							0		
55							0		
56							0		
57							0		
58							0		
59							0		
60							0		

Vehicles to be rolled from prior previous year total worth \$ 39,435.00

Vehicles to be replaced in previous fiscal year

FY 01/02 - upgrading 281/8019 from 3/4 to 1 ton

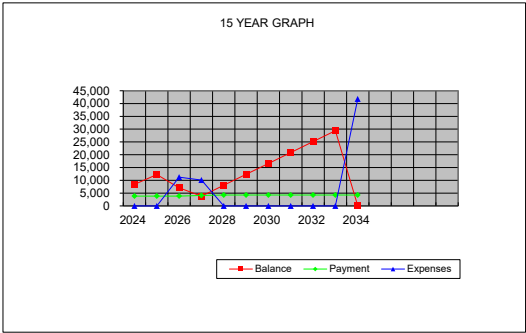
2024	Current Fiscal Year (eg. FY 2000-2001 is "2001").
\$3,836	Your 2024 VERP Payment Amount.
\$4,580	2023 Projected Fund Balance.
0.0%	Interest Rate to Apply to Year End Fund Balance.

101.4% VERP Payment Adjustment Factor

0	2025 Payment adjustment(+/-)
0	2026 Payment adjustment
0	2027 Payment adjustment
0	2028 Payment adjustment
0	2029 Payment adjustment

10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2024	8,416	3,836	0
2025	12,252	3,836	0
2026	7,044	3,836	11,262
2027	3,814	4,086	10,115
2028	8,077	4,263	0
2029	12,340	4,263	0
2030	16,603	4,263	0
2031	20,865	4,263	0
2032	25,128	4,263	0
2033	29,391	4,263	0
2034	40	4,263	41,783



Total:

0	0	0	0	0
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Department Director Approval

Date

# ASPHALT BUDGET - FY24

PARKS	Location	Condition Scale 1 (low) - 10 (high)	Priority	Recommended Maintenance	Last Maintenance	FISCAL YEAR 2023			FISCAL YEAR 2024			Status / Notes
						Proposed Budget	Approved Budget	Actual Costs	Proposed Budget	Approved Budget	Actual Costs	
	Arborwalk		5	Resurface Trail on N. Side	2011	\$ 20,000.00	\$ 20,000.00		\$ 20,000.00	\$ 20,000.00		
	Lower Banner Trail								\$ 75,000.00	\$ 75,000.00		
	Upper Banner Trail		1		2021							trail repairs completed in 2021
	Upper Banner Parking Lot		3	Reconfigure Lot and Overlay	2015							restriped 2021
	Upper Banner Tennis Courts		5		2014							
	Upper Banner Pickle Ball		1		2019							crack fill, tape, seal & painted 06/19
	Canterbury Trail		7	Replace sections w/asphalt	2017				\$ 25,000.00	\$ 25,000.00		completed summer 2017
	Deer Valley		5	Overlaid Spring 2011	2011	\$ 25,000.00	\$ 25,000.00					
	Dogwood Trail		9					\$ 48,000.00				
	Eagle Creek		6	asphalt replacement								
	Eagle Creek trail expansion											FY2021?
	Gamber Center		6	Crack fill, Sealcoat & Restripe	2021	\$ 40,000.00	\$ 40,000.00	\$ 28,041.60				mill & overlay 1/2 in 2021
	Happy Tails		1	Crack fill and sealcoat	2019							trail repairs 2018 & 2019
	Happy Tails Pk. Lot		2	Crack fill, sealcoat, restripe	2019							restriped 2019
	Harris Park Parking Lot		4	Crack fill, sealcoat, restripe	2015							Completed FY15
	Harris Park Trail		2	Crack fill and Sealcoat	2019							trail repairs 2019
	Hartman Park walk (playground)		1		2019							completed fall 2017 - concrete
												Trailhead walk renovations 2019
	Hartman Park Pk. Lot		1	Crack fill, sealcoat, restripe	2019							restriped 05/19, directional arrows 7/2020
	Hartman Park Trail		2	Overlaid 2009	2009							
	Howard Park - Trail		1	install drainage, mill, relay	2019							all new trails Fall 2019
	Howard Pk. Lot		1	Crack fill, Sealcoat & Restripe	2019							2" overlay & restripe 12/19
	Langsford Plaza - Trail		2		2016							installed asphalt trail summer 2016
	Longview C.C.		2		2018							mill & overlay & stripe fall 2018
	LMS Parking lot		1		2013							restriped 7/2020
	LMS Trail		1		2013							
	LMN Trail		1		2018			\$ 26,740.80				brand new 2018
	LMN Parking		3	Reconfigure Lot and Overlay	2018							brand new 2018
	Lowenstein Pk. Lot		1	Restripe	2020							park renovations 2021
	Lowenstein Trail		1	Replaced w/concrete	2016							completed FY16, concrete
	Lowenstein Basketball Court		1	Resurface court	2020							crack fill & resurfaced court & new goal, 8/20
	McKee Trail		3	Crack fill and Sealcoat								
	MIF Parking lot		1	Crack fill, Sealcoat & Restripe	2016							funded FY16 - (eagle creek PO)
	MIF trail		1	new asphalt trail	2014			\$ 28,000.00				installed asphalt fall 2014
	MIF field and bleacher paths		1	concrete replacement	2017							replaced w/concrete summer 2017
	Osage Trails Pk. Lot		1	Crack fill, Sealcoat & Restripe	2016							completed FY16
	Osage Trails Trail		3	Crack fill and Sealcoat								
	Pleasant Lea Trail		7	Crack fill and Sealcoat	2021	\$ 20,000.00	\$ 20,000.00	\$ 24,357.00	\$ 40,000.00	\$ 40,000.00		park renovations FY22
	Pleasant Lea Multi Use Ct		7	Crack fill and Touch Up Paint/Rebuild	2021							park renovations FY21
	Pottberg Pk. Lot		3	Crack fill, sealcoat, restripe	2016							completed FY16
	Pottberg Trail		3	Crack fill and Sealcoat	2007							
	South Lea		2									
	Summit Park Parking Lot		1		2019							new parking lot winter 2019
	Summit Park Trail		1		2019							new 4" asphalt over 6" rock laid fall 2019
	Summit Tennis Courts		1		2019	\$ 10,000.00	\$ 10,000.00					brand new courts laid fall 2019
	Vellie Pk. Lot		5	Crack fill and Sealcoat	2009							
	Vellie Trail		2	Trail Repairs	2009							
	Wadsworth Parking		3	Restripe								
	Wadsworth Trail		2									
	Williams-Grant Pk. Lot		2	Crack fill, Sealcoat & Restripe	2009							restriped 2019
	Williams-Grant Trail		7	Mill, patch and overlay	2010	\$ 20,000.00	\$ 20,000.00	\$ 26,492.80	\$ 30,000.00	\$ 30,000.00		
	Woods Playground											
	Miscellaneous					\$ 35,000.00	\$ 35,000.00		\$ 50,000.00	\$ 50,000.00		
	TOTAL COSTS PARKS:					\$ 170,000.00	\$ 170,000.00	\$ 181,632.20	\$ 240,000.00	\$ 240,000.00	\$ -	

LEGACY	Location	Condition Scale 1 (low) - 10 (high)	Priority	Recommended Maintenance	Last Maintenance	FISCAL YEAR 2023			FISCAL YEAR 2024			Status / Notes
						Proposed Budget	Approved Budget	Actual Costs	Proposed Budget	Approved Budget	Actual Costs	
	Legacy Park Drive		4	Microchip and restripe	2016				\$ 2,000.00	\$ 2,000.00		completed FY16
	Legacy Park - Blue Stem Dr.		6	Microchip and restripe	2019	\$ 40,000.00	\$ 40,000.00	\$ 50,807.00				partial mill & overlay summer 2019
	Legacy Park - Coneflower		6	mill, patch & overlay	2017	\$ 20,000.00	\$ 20,000.00		\$ 30,000.00	\$ 30,000.00		proposed FY18
	Legacy Park - Joseph Dyke Pk. Lot		3	Crack fill, Sealcoat & Restripe	2016							completed FY16
	LCC Parking		3	Repair as needed	2017 - 2018			\$ 13,160.00	\$ 50,000.00	\$ 50,000.00		asphalt repairs - summer 2017 & 2018
	Legacy Football Trail		1	Crack fill and sealcoat	2011							
	Legacy Football Parking		3	Crack fill, Sealcoat & Restripe FY17	2020							asphalt repairs - 2020
	Legacy SB Path & Bleacher Pad		4	Crack fill and Sealcoat	2011							
	Legacy SB Pk. Lot		3	asphalt replacement - west side 2017	2017 - 2018							asphalt repairs east side 2019
	Legacy BB Path & Bleacher Pads		4	Crack fill and Sealcoat	2011							patched areas in big & little baseball, 2020
	Legacy BB Pk. Lot		3	asphalt repair & replacement	2017 - 2020	\$ 20,000.00	\$ 20,000.00	\$ 15,017.00	\$ 40,000.00	\$ 40,000.00		asphalt repairs as needed
	Legacy Dock Trail		1									
	Legacy Soccer Paths		4	trial replacement - asphalt	2017							
	Legacy Soccer Pk. Lot		4	Crack fill, Sealcoat & Restripe	2021	\$ 35,000.00	\$ 35,000.00	\$ 34,300.00	\$ 50,000.00	\$ 50,000.00		asphalt repairs 2017 & 2018
	L Handicap & Pav. Markings		3	Mill, Patch and Overlay damaged areas								repair - 2021
	Legacy Trail Addition		4	Trail Connection BB & SF to east	2016							
	Legacy PCOP		6	Truck entrance repair					\$ 15,000.00	\$ 15,000.00		
	Legacy Park Maintenance		6	Crack fill, Sealcoat & Restripe		\$ 10,000.00	\$ 10,000.00	\$ 20,000.00				
	Misc. Trail Repairs		6	Repair as needed	2019	\$ 25,000.00	\$ 25,000.00	\$ 17,600.00	\$ 60,000.00	\$ 60,000.00		
	Miscellaneous											
	TOTAL COSTS LEGACY:					\$ 150,000.00	\$ 150,000.00	\$ 150,884.00	\$ 247,000.00	\$ 247,000.00	\$ -	

**PLAYGROUND INVENTORY  
FY24**

Park and Location	Year Installed	Replacement Priority	Estimated Replacement Year	Type	Condition	Recommendation	Est. Expense
Lower Banner	1995/Moved 2010	1	FY23	2-5	Heavy Wear	add ADA access	\$ 100,000.00
Williams-Grant	1998	2	FY23	2-12	Moderate Wear	add ADA access	\$ 100,000.00
Woods	1994	3	FY23	5-12	Heavy Wear	ADA access	\$ 50,000.00
Lea McKeighan North-Skate Park	2010	4	FY23		Fair	Cracking and differential	\$ 50,000.00
Wadsworth	1995	5	FY23	5-12	Moderate Wear	ADA access	\$ 60,000.00
Legacy- Soccer commons	2004	6	FY24	2-12	Good		\$ 100,000.00
Deer Valley	2004	7	FY25	5-12	Moderate Wear	add ADA access	\$ 150,000.00
Harris-North	2004/Moved 2007	8	FY26	2-12	Moderate Wear		\$ 200,000.00
Legacy- Coneflower	2007	9	FY27	2-5	Good		\$ 100,000.00
South Lea	2009	10	FY29	5-12	Good		\$ 100,000.00
Pottberg	2007	11	FY29	2-12	Good		\$ 150,000.00
Happy Tails	2006	12	FY29	2-12	Good		\$ 150,000.00
Arborwalk	2006	13	FY30	2-12	Good		\$ 150,000.00
Harris-South	2007	14	FY30	2-12	Good	add ADA access	\$ 200,000.00
Legacy- Dyke playground	2007	15	FY31	2-12	Good	PIP surface replacement	\$ 200,000.00
Osage Trails	2010	16	FY32	2-12	Good	add ADA access	\$ 150,000.00
Upper Banner	2015	17	FY32	2-12	New		\$ 100,000.00
Miller J. Fields	2016	18	FY33	2-12	New		\$ 150,000.00
Lea McKeighan South	2013	19	FY34	5-12	Good		\$ 476,468.00
Langsford Commons	2016	20	FY36	2-12	New		\$ 30,000.00
Hartman	2017	21	FY37	2-12	New		\$ 180,000.00
Lea McKeighan North	2018	22	FY38	2-12	New		\$ 240,000.00
Summit	2019	23	FY39	2-12	New		\$ 190,000.00
Lowenstein	2020	24	FY21	2-12	New		\$ 200,000.00
Howard	2019	25	FY39	2-12	New		\$ 110,000.00
Lowenstein Fitness	2020	26	FY39	Adult	New		
Velie	2022	27	FY40	2-12	New		\$ 150,000.00
Pleasant Lea	2022	28	FY40	2-12	New		\$ 150,000.00

**Total Replacement Estimate**

**\$ 3,986,468.00**

Prices could rise from potential mandate of shade requirement over playgrounds and/or ADA changes.

Estimated replacement costs based on current trends in playground pricing, similar sized replacement design and tile surfacing.

All playgrounds estimated at 20 yr. life span. Could be less due to excessive wear and vandalism.

**SHELTER INVENTORY  
FY24**

<b>Park and Location</b>	<b>Year Installed</b>	<b>Type</b>	<b>Condition</b>	<b>Recommendation</b>	<b>Estimated Replace Cost</b>
Deer Valley	2022	Metal	New	completed in 2023	\$ 30,000.00
Velie	2022	Metal	New	completed in 2022	\$ 50,000.00
Banner-Upper	2015	Metal	Good	hexagonal gazebo	\$ 25,000.00
Harris	2013	Metal	New		\$ 30,000.00
Hartman-Trailhead Shelter	2019	Wood	New, wood shelter with kiosk	completed in 2019	\$ 25,000.00
Howard	2019	Metal	New, Gazebo	completed in 2019	\$ 25,000.00
Lea McKeighan North - Shelter	2018	Wood	new	completed in 2018	\$ 100,000.00
Lea McKeighan North - Trellis	2018	Wood	new	completed in 2018	\$ 50,000.00
Lea McKeighan South	2013	Wood	New		\$ 150,000.00
Legacy- Shelter #1	2009	Wood	Fair, splits in support posts, needs restrained	maintenance for FY24	\$ 100,000.00
Legacy- Shelter #2	2009	Wood	Fair, splits in support posts, needs restrained	maintenance for FY24	\$ 100,000.00
Legacy- Shelter #3	2009	Wood	Fair, splits in support posts, needs restrained	completed FY16	\$ 100,000.00
Legacy- Soccer Commons	2004	Wood	Good, restrained summer 2011	stained FY16	\$ 50,000.00
Lowenstein-Butterfly Garden Pergola	2006				\$ 20,000.00
Lowenstein- Shelter #1	2020	Metal	New, metal shelter with metal roofing	completed 2020	\$ 30,000.00
Lowenstein- Shelter #2	2020	Metal	New, metal shelter with metal roofing	completed 2020	\$ 30,000.00
Lowenstein- Shelter #3	2021	Metal	New, metal shelter with metal roofing	completed in 2021	\$ 25,000.00
Miller J. Fields #1	2015	Metal	New		\$ 35,000.00
Miller J Fields #2	2015	Metal	New		\$ 35,000.00
Osage Trails-Shelter	2011	Metal	Good	hexagonal gazebo	\$ 25,000.00
Pleasant Lea	2022	Wood	New	completed in 2022	\$ 50,000.00
Pottberg	2009	Metal	Good	hexagonal gazebo	\$ 30,000.00
Summit-Shelter #1	2019	Wood	New	completed in 2020	\$ 120,000.00
Summit-Shelter #2	2019	Wood	New	completed in 2020	\$ 120,000.00

### Drinking Fountain Inventory (FY23-24)

Park and Location	Year Installed	Type	Condition	Recommendation	Expense
Arborwalk		N/A			
Banner, Lower	2012	Murdock w/o dog bowl	operational	replace with playground FY24	
Banner, Upper	2012	Murdock w/ dog bowl	operational		
Canterbury		N/A			
Deer Valley	2017	Murdock w/ dog bowl	repaired 2022		
Dogwood	2018	Murdock w/ dog bowl	operational		
Eagle Creek		N/A			
Grant	2019	Murdock w/ dog bowl	operational		
Happy Tails (in dog fenced in area)	2018	Murdock w/ dog bowl	operational		
Happy Tails (by playground)	2019	Most Dependable Fountain w/ dog bowl	operational		
Harris	1965	Lion	repaired 2022	refurbish FY 25	
Hartman (by playground)	2017	Most Dependable Fountain w/o dog bowl	operational		
Hartman (by restroom)	2014	Wall unit w/o dog bowl (Elkay)	operational		
Howard	2021	Wall unit w/ dog bowl at restroom (Haws)	repaired 2022		
Langsford Plaza		N/A			
Lea McKeighan North (by Shelter)	2018	Most Dependable Fountain w/ dog bowl	operational		
Lea McKeighan North (by Skatepark/Volleyball)	2011	Murdock w/o dog bowl	operational		
Lea McKeighan South	2023- to be installed	Wall unit w/o dog bowl (removed)	operational		
Legacy- Baseball Medium	2019	Most Dependable Fountain w/o dog bowl	operational		
Legacy- Baseball Large	2019	Most Dependable Fountain w/o dog bowl	operational		
Legacy- Baseball Small	2018	Most Dependable Fountain w/o dog bowl	operational		
Legacy- Baseball Large Concession	2017	Wall unit w/o dog bowl (Elkay)	operational	replace with bottle filler	\$ 1,868.57
Legacy Baseball- Small Concession	2012	Wall unit w/o dog bowl (Elkay)	operational	replace with bottle filler	\$ 1,868.57
Legacy- Disc golf/Shelter building	2003	Wall unit w/o dog bowl (Elkay)	operational		
Legacy- Dyke playground building	2003	Wall unit w/o dog bowl (Elkay)	operational		
Legacy- Soccer playground	2006	Wall unit w/o dog bowl (Elkay)	operational	replace with bottle filler	\$ 1,868.57
Legacy- Soccer West building	2003	Wall unit w/o dog bowl (Elkay)	operational	replace with bottle filler	\$ 1,868.57
Legacy- Soccer East Building	2003	Wall unit w/o dog bowl (Elkay)	operational	replace with bottle filler	\$ 1,868.57
Legacy- Soccer East	2018	Most Dependable Fountain w/o dog bowl	operational		
Legacy- Soccer West	2018	Most Dependable Fountain w/o dog bowl	operational		
Legacy- Softball West	2013	Wall unit w/o dog bowl (Elkay)	operational	replace with bottle filler	\$ 1,868.57
Legacy -Football	2016	Wall unit w/o dog bowl (Elkay)	operational	replace with bottle filler	\$ 1,868.57
Lowenstein (by Shelter #3)	2013	Murdock w/ dog bowl	repaired 2018		
Lowenstein (by restroom)	2020	Most Dependable Fountain w/ dog bowl	operational		
McKee		N/A			
Miller J Fields	2015	Wall unit w/o dog bowl (Elkay)	operational		
Osage Trails	2010	Murdock w/ dog bowl	operational		
Pleasant Lea	2023	Most Dependable Fountain w/ dog bowl	operational		
Pottberg	2018	Murdock w/ dog bowl	repaired 2022		
South Lea	2018	Murdock w/o dog bowl	operational		
Summit	2020	Wall unit w/ dog bowl at restroom (Haws)	operational		
Velie		N/A			

Wadsworth	2018	<b>Murdock</b> w/o dog bowl	repaired 2021		
Woods	2012	<b>Murdock</b> w/o dog bowl	operational	replace with playground FY24	
Funding Needed FY24					\$ 13,080.00

**LEE'S SUMMIT PARKS AND RECREATION  
CASHFLOW - PARK COP DEBT FUND (410) AND CONSTRUCTION FUND (327)  
FISCAL YEAR 2023**

**PARK COP DEBT FUND (Fund 410)**

	<b>FY21 Actual</b>	<b>FY22 Actual</b>	<b>FY23 Projection</b>	<b>FY24 Budget</b>
<b>Beginning Fund Balance</b>	<b>726,808</b>	<b>1,874,398</b>	<b>3,273,544</b>	<b>6,147,773</b>
<b>Revenues</b>				
Sales Tax	4,571,854	5,037,201	5,226,096	5,414,991.08
Use Tax	375,525	939,918	975,165	1,010,412.24
EATS	(138,060)	(152,803)	(158,533)	(164,263.23)
Interest Earnings	13,271	(50,170)	6,500	6,890.00
<b>Total Revenues</b>	<b>4,822,590</b>	<b>5,774,146</b>	<b>6,049,228</b>	<b>6,268,030</b>
<b>Transfers</b>				
Transfer to Gamber Community Center Fund	(175,000)	(175,000)	(175,000)	(175,000)
Transfer to Construction Fund (below)	(3,500,000)	(4,200,000)	(3,000,000)	(7,000,000)
**Estimated additional amount available to Construction Fund				
<b>Total Transfer Expenditures</b>	<b>(3,675,000)</b>	<b>(4,375,000)</b>	<b>(3,175,000)</b>	<b>(7,175,000)</b>
<b>Subtotal</b>	<b>1,874,398</b>	<b>3,273,544</b>	<b>6,147,773</b>	<b>5,240,803</b>
<b>Fund Balance - Park COP Debt Fund at the End of Each Year (Estimated for FY23 and FY24)</b>	<b>1,874,398</b>	<b>3,273,544</b>	<b>6,147,773</b>	<b>5,240,803</b>

**CONSTRUCTION FUND (Fund 327)**

	<b>FY21 Actual <sup>1</sup></b>	<b>FY22 Actual</b>	<b>FY23 Projection</b>	<b>FY24 Budget</b>
<b>Beginning Fund Balance</b>	(4,934,735)	(1,800,140)	2,055,965	4,014,375
<b>Revenues</b>				
Net Interest Earnings (Payment)	227	(33,557)	22,410	43,757
Transfer from Fund 410 (above)	3,500,000	4,200,000	3,000,000	7,000,000
Transfer from Fund 200 (Projected Finance for Fieldhouse)				2,600,000
Projected Finacing				6,500,000
Grant-Land and Water Conservation Fund (Plesant Lea)			250,000	
<b>Total Revenues</b>	<b>3,500,227</b>	<b>4,166,443</b>	<b>3,272,410</b>	<b>16,143,757</b>
Interest Expense	(73,046)	(8,111)	-	
<b>Project Expenditures</b>				
Art in Parks (estimated \$10,000 each year)	(4,000)	(6,000)	(4,000)	(10,000)
Howard Park Renovation (total project estimate \$900,000)	(3,334)	(4,016)		
Lowenstein Park Improvements (total project estimate \$515,000)	(280,761)	(6,446)		
Eagle Creek/Park West Development			(200,000)	(850,000)
Pleasant Lea Park Improvements (total project estimate \$400,000)	(339)	(12,239)		
Velie Park Renovations (total project estimate \$425,000)		(273,525)		
Pickleball Complex			(200,000)	(900,000)
Projected Financing (\$6.5M + interest est, progrossive increase)				
Fieldhouse			(530,000)	(4,000,000)
Lower Banner Park Improvements			(200,000)	(50,000)
William Grant Park Improvements			(180,000)	(100,000)
Added - Turf for Playgrounds				(350,000)
Added - Neighborhood Park Improvements				(185,000)
<b>Total Interest Expense and Project Expenditures</b>	<b>(365,633)</b>	<b>(310,337)</b>	<b>(1,314,000)</b>	<b>(6,445,000)</b>
<b>Fund Balance - Construction Fund at the End of Each Year (Estimated for FY23 and FY24)</b>	<b>(1,800,140)</b>	<b>2,055,965</b>	<b>4,014,375</b>	<b>13,713,132</b>

<b>Fund Balance-Park COP Debt and Construction Funds-End of Year (Est for FY23 and FY24)</b>	<b>74,258</b>	<b>5,329,509</b>	<b>10,162,148</b>	<b>18,953,934</b>
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# Original Work Plan-Dec 2016

Proposed Improvements	Location	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
Ice Rink	Lea McKeighan Park North	x															
Splashpad	Lea McKeighan Park North	x															
Athletic Fieldhouse	To be determined				x	x	x										
Wave Pool at Summit Waves	Summit Waves-Harris Park			x													
Sylvia Bailey Park Development	Sylvia Bailey Park					x	x	x									
Nature Center at Bailey Park	Sylvia Bailey Park				x	x											
Outdoor Adventure Park	To be determined						x										
Community Center-North	To be determined							x	x								
Community Center-South, Neighborhood Park Acquisition and Development, Safety Town, Splashpad	To be determined			x	x												
Summit Park Renovation	Summit Park		x														
Pleasant Lea Park Renovation	Pleasant Lea Park			x													
Lowenstein Park Renovation	Lowenstein Park				x												
Neighborhood Park Acquisition and Development	To be determined						x			x			x			x	
Neighborhood Park Renovation	To be determined					x	x	x	x	x	x	x	x	x	x	x	x
Greenway and Trail Development	To be determined		x		x	x	x	x	x	x	x	x	x	x	x	x	x
Splashpad-North	Howard Park - FY17 - FY18	x															
Splashpad-South -See Community Center South	To be determined																
Splashpad-East	To be determined						x										
Splashpad-West	To be determined									x							
Splashpad-South	To be determined												x				
Practice Space	To be determined				x	x	x	x	x	x	x	x	x	x	x		
Blueway Development	To be determined						x					x	x	x			
Arts in Parks	To be determined		x		x		x		x		x		x		x		x



# MEMORANDUM



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**Date:** May 18, 2023

**To:** Lee's Summit Parks and Recreation Board

**From:** Joe Snook, CPRP  
Administrator of Parks and Recreation

**Re:** City of Lee's Summit & Lee's Summit Parks and Recreation MOU

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The City's Charter vests the governance of parks and recreation activities to the Parks and Recreation Board and administrative authority to the Parks and Recreation Administrator. It is recognized by both LSPR and the City that our collaborative efforts provide mutual benefits and significant value to our citizens. Collaborative efforts between the City and LSPR have been ongoing for several years and the attached MOU was established to further define the respective roles and responsibilities of both the City and LSPR. The items contained in the MOU are a documented account of the past collaborative practices between the City and LSPR.

Section 1 outlines the City's services and responsibilities provided to the Board. Section 2 outlines the Board's services and responsibilities provided to the City. Section 3 outlines the cost for services. Sections 4 through 6 outline the rights, terms, and termination provisions for the agreement. The Administrator of Parks and Recreation and City Manager worked with Legal to create this MOU which has also been reviewed with the Parks and Recreation Board President and Mayor.

The process for implementation includes review and approval by the Parks and Recreation Board. Once approved by the Board the MOU will be moved to the City Council for review and approval. Once the City Council has approved the MOU it will be fully executed.

**Proposed Motion:** I move to approve the MOU between the City of Lee's Summit and Lee's Summit Parks and Recreation as presented.

## MEMORANDUM OF UNDERSTANDING

**THIS MEMORANDUM OF UNDERSTANDING** ("MOU") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between the City of Lee's Summit Missouri ("City") and the Lee's Summit Parks and Recreation Board ("Board"). City and Board are sometimes referred to herein individually as the "Party" or collectively as the "Parties."

### WITNESSETH:

**WHEREAS**, City is a municipal corporation and Charter City located in Jackson County, Missouri, and,

**WHEREAS**, the citizens of the City of Lee's Summit have adopted and approved the Charter of the City of Lee's Summit, Missouri, last amended in April of 2017, ("Charter") for the governance of the City, and,

**WHEREAS**, the Board is a citizen board of directors established under Article VIII of the Charter, appointed by the Mayor, with the advice and consent of a majority of the entire Council, and has the powers and duties contained in said Article VIII, and,

**WHEREAS**, although the power of the City vests in the City Council and the governance of parks and recreation activities within the Board, the City Manager and the Parks and Recreation Administrator are given administrative authority under the Charter, and,

**WHEREAS**, The Mayor, City Council and Park Board, as well as the City Manager and Parks and Recreation Administrator recognize the value of this partnership and the desire to continue to work collaboratively for the continued betterment of the community, and,

**WHEREAS**, the Parties desire to enter into this MOU to further define their respective roles and responsibilities pursuant to the Charter.

**NOW, THEREFORE**, the Parties have come to the following understandings:

1. City Services Provided to the Board and Responsibilities: The City can provide services to the Board without duplicating the efforts of the Parties. The City will provide the following services to the Board:
  - A. Legal and Risk Management Services: The City will provide the Board with full legal and risk management services in the same direction and manner legal and risk management services are provided to all other departments in the City.
  - B. Finance: The City will provide the Board with the following financial services. All other financial services not listed will be performed by the Board:
    1. Payroll and all payroll-related services to the Board.
    2. Accounts payable services.
    3. Annual required auditing services.
    4. Investment portfolio management, and any interest earnings on the Board's funds shall be credited to the Board's accounts.
    5. Policies and procedures regarding finance and advise on the interpretation of those policies in order to further the requirements under the Charter that the Board emulates the City's policies and procedures regarding finance.

- C. Procurement: The Board will continue to be responsible for procurement services utilized solely by the Board, in accordance with the Charter. The City will provide procurement services in which the Board and City cooperate in the goods or services utilized by both Parties. The City will provide the Board with the policies and procedures regarding procurement and advise on the interpretation of those policies in order to further the requirements under the Charter that the Board emulates the City's policies and procedures regarding procurement. In order to emulate the City's policies on procurement, the Board will follow the Procurement Policy adopted by the City.
- D. Human Resources: The Board shall emulate the Personnel Policies as approved by the City Manager, in accordance with the Charter. The City shall provide benefits administration such as LAGERS, insurance, EAP, and resources that allow the Board to carry out its human resource activities. The Board will provide all other human resource services.
- E. Administration: The Parks and Recreation Administrator shall be a part of the City's management team and attend the management teams' meetings and other activities that may significantly impact the Board. The City Manager and the Parks and Recreation Administrator shall meet at least monthly to discuss matters that concern the Parties. Further, both the City Manager and Parks and Recreation Administrator will ensure that any department or employee under their control will maintain a positive and productive working relationship between the Parties.
- F. Elected and appointed officials: The Mayor and Board President will meet at least quarterly with the City Manager and Parks and Recreation Administrator to discuss matters of mutual concern to the Parties. On an annual basis, the City Council and Park Board will meet in open session to discuss, at minimum, the following:
  - 1. The future direction of the City and Parks Department.
  - 2. Alignment of Strategic plans.
  - 3. Ways to collaboratively serve the community.
- G. City Facilities: When it is in the Board's best interest to lease space from the City, the Parties shall determine the appropriate lease payments for the use of said available space.
- 2. Board Services Provided to the City and Responsibilities:
  - A. Emergency Response: The Board shall continue to provide the City with access to certain Parks facilities for the community to use as necessary under the Emergency Operations Plan. To further the Emergency Operations Plan, the Parks and Recreation Administrator shall serve on the City's Emergency Response Team under the Emergency Management Coordinator, currently the Fire Chief.
  - B. Park Facilities: The City shall continue to pay the published rental rates for using the Board's facilities in accordance with Board policies.
  - C. Annual Reports: The Board shall prepare and provide their annual report as required under the Charter.
- 3. Cost for services between Parties:
  - A. Internal Services Cost: Both the City and Board acknowledge there are costs to the Parties to provide the internal support services as described in Sections 1 and 2 of this MOU. However, the Parties have determined the costs of the internal services

are at least equivalent to the public benefit derived by the community from the partnership.

- B. Review of cost allocation for internal services: From time to time, the Parties may conduct a cost allocation study on the costs for providing the internal services under this MOU.
- C. Loaning of Funds: Should there be an existing revenue source available to the Board for the repayment of funds loaned by the City, the City Council may agree to advance funding to the Board for capital projects for parks and recreation purposes. Said funds shall be repaid under the terms set forth by the City Council, which shall include the payment of interest the City would have received if the City had invested those funds through the City's approved investment policies.
- D. Board and Public Works MOU: A Memorandum of Understanding exists between Public Works and the Board ("Public Works MOU") attached hereto as **Exhibit A** to this MOU and incorporated herein by reference. This Public Works MOU sets forth the maintenance, administration, and budgeting methods used between the Board and the Public Works Department. This MOU does not modify the existing Public Works MOU. The Parties are free to continue to modify the Public Works MOU outside of this MOU as the maintenance, administration, and budgeting methods are usually updated annually.
- E. City Hall Facilities: The Board has office space within City Hall for certain administrative functions related to the Board's activities and pays the City through the BERP for the use of said office space. The Parties agree to continue this arrangement and fee calculation as long as it is mutually beneficial to both Parties.
- F. Service Funds: The City has established several service funds in order to minimize and distribute funds expended by different departments in the City. Currently, these funds include, but are not limited to, the claims and damages fund, the vehicle equipment replacement program, the software license enterprise replacement program, and the managed equipment replacement program. The Board has participated in these funds and will continue to participate in these funds. If other service distributed funds are established by the City in the future, the Parties agree to review the City's and Board's participation in any new fund based on the best interest of the community.
- G. Budget: Section 8.2 of the Charter authorizes the Board to control the expenditures of all monies collected and deposited into the parks and recreation fund. The Board shall prepare its budget in a way that emulates the policies and procedures of the City and submit its budget to the City Manager. Utilizing the budget submitted by the Board will enable the City Manager to present a complete annual budget of the City to the Mayor and Council as required under Section 5.2(e) of the Charter.
- H. Other Services Provided by the Parties: The Parties agree that other services are provided to each other, and additional services may be provided in the future. Such services shall be paid by the respective Party. Such services include, but are not limited to, payment by the Board for law enforcement services beyond normal patrol services, payment for water and sewer services provided by the City, the payment by the Board for any fees required by Development Services, and payment by the City to the Board for the use of their facilities as outlined in Section 2(B) of this MOU. All in accordance with the appropriate schedule of fees.

4. Rights under the MOU: This MOU shall not alter, expand, or limit any current rights or future rights under the Charter or the Ordinances of the City. This MOU does not give any rights for any Party to sue or be sued under this MOU.
5. Term: This MOU shall be effective upon the effective date shown above but only after passage by the Board and the City as provided by law. This MOU shall continue until terminated or modified by the Parties in writing as allowed in this MOU.
6. Termination: Before any termination of this MOU can occur, the Parties agree to negotiate in good faith to make any desired amendments to this MOU before either Party can elect to terminate this MOU. Either Party may elect to terminate this MOU by giving the other Party 90 days' advance written notice of the reasons for the termination of this MOU. After the 90 days notice period has expired, absent agreement between the Parties, this Agreement shall then be terminated. Said termination of this MOU shall not alter the existing rights of the Parties as set forth under the Charter and Ordinances.

City:

\_\_\_\_\_  
(Name)  
(Title)

\_\_\_\_\_  
Date

Board:

\_\_\_\_\_  
(Name)  
(Title)

\_\_\_\_\_  
Date

# MEMORANDUM



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**Date:** May 18, 2023

**To:** Joe Snook, CPRP  
Administrator of Parks and Recreation

**From:** Tede Price, CFEA  
Superintendent of Administration II

**Re:** FY22 Annual Report

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**Background:**

In accordance with Section 8.4 of the Charter of the City of Lee's Summit, an Annual Report is to be provided to the City Council on or before the second Monday of June each year. Attached is the FY22 Annual Report for your review and Park Board approval.

**Staff Recommendation:**

Staff recommends approval of the FY22 Annual Report.

**Proposed Motion:**

I move to the approve the FY22 Annual Report as presented.



Sponsors:



Park Board:

**President**  
Mindy Aulenbach

**Vice President**  
Lawrence Bivins

**Treasurer**  
Jim Huser

Bernadette Basham

Casey Crawford

Jon Ellis

Wesley Fields

Tyler Morehead

Samantha Shepard

**Liason**  
Andrew Felker - May 2022 - Present

LEE'S SUMMIT PARKS AND RECREATION  
FY2022 ANNUAL REPORT  
JULY 1, 2021 - JUNE 30, 2022



Over 1 Million Visits

430 Cities

41 States

2,133 Volunteers

82,050 Volunteer Hours

\$2.4 Estimated Value of Volunteer Hours

Accomplishments:



- Velie Park renovation completed
- Completed LSPR Masterplan Update
- Upgrades to Butterfly Fountain at Lowenstein Park completed
- Implemented a comprehensive plan to address staff recruitment and retention
- 23% increase in memberships to our facilities
- Completed exterior maintenance to Lovell Community Center
- \$174,750 in sponsorships revenue collected

Staff:



14,137 Program Participants

478MM Calories Burned  
137K Lbs. of Fat Burned

4,566 Special Event Participants

756 Unique Programs

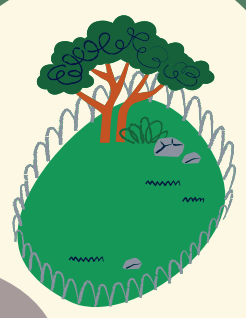
32,603

1,939

123

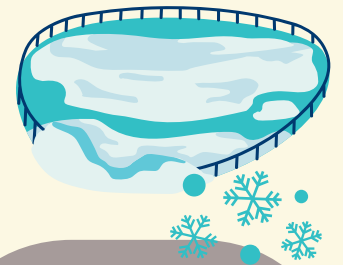


# LSPR Program Participants



**Parks**  
**553,500**

**J. Thomas Lovell Jr.  
Community Center**  
**129,183**



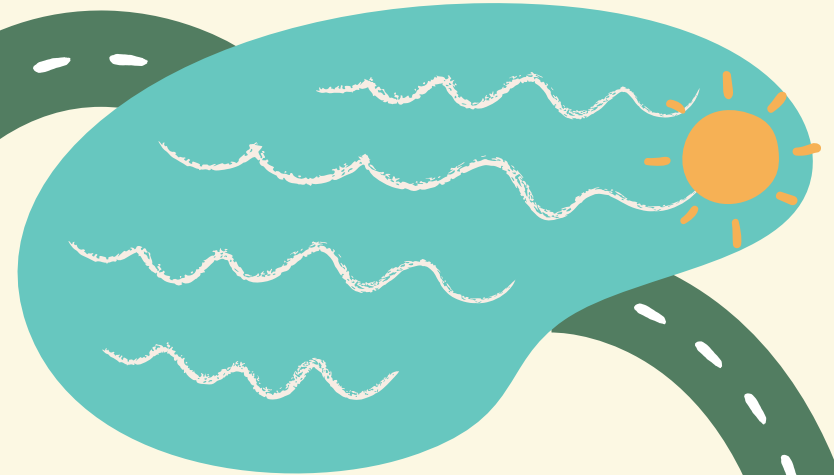
**Summit ice**  
**7,938**



**Harris Park Community  
Center**  
**154,453**



**Summit Waves**  
**91,573**



**Longview Community Center**  
**120,562**



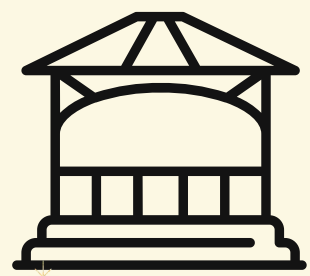
**Gamber Community Center**  
**21,699**



**Friends of the Parks**  
**7,577**



**Legacy Park  
Amphitheater**  
**3,027**



- Repairs and Maintenance \$653k
- Utilities \$728k
- Other Expense \$857k
- Supplies, Service and Charges \$1,835k
- Personnel \$4,935k



**TO:** Joe Snook, CPRP  
Administrator of Parks and Recreation

**DATE:** May 24, 2023

**FROM:** David Dean, Superintendent of Recreation Services  
Steve Casey, Superintendent of Park Development and Construction  
Tede Price, Superintendent of Administration  
Brooke Chestnut, Superintendent of Park Operations



**SUBJECT: FY23 Capital Improvement Projects and Parks and Recreation Services Report**

Project	Budget <sup>1</sup>	Exp to Date	Variance <sup>2</sup>	Completion Status	Budget Status	Estimated Completion <sup>3</sup>
<b>Gamber Community Center Fund (201)</b>						
Ballroom flooring replacement	16,339	15,142	1,197	Completed	Under Budget	Feb-23
	16,339	15,142	1,197			
<b>Lovell Community Center Fund (202)</b>						
Pool boiler (3) replacement	124,386	141,553	(17,167)	Completed	Over Budget	Oct-22
	124,386	141,553	(17,167)			
<b>Longview Community Center Fund (205)</b>						
	-	-	-			
<b>Harris Park Community Center Fund (530)</b>						
Summit Ice concrete pad	10,500	21,841	(11,341)	Completed	Over Budget	Oct-22
Classroom carpet replacement	8,394	7,223	1,171	Completed	Under Budget	Nov-22
Gymnasium divider curtain replacment	6,500	5,800	700	Completed	Under Budget	Oct-22
	25,394	34,864	(9,470)			
<b>Parks and Recreation Fund (200)</b>						
<b>Administration</b>						
Asset Management System	9,800	9,800	-	On Schedule	On Budget	Jun-23
HR Software	18,500		18,500	Completed	On Budget	Apr-23
<b>Operations</b>						
Deer Valley Park Shelter <sup>4</sup>	30,000	26,993	3,007	Completed	On Budget	Feb-23
Asphalt (FY22) <sup>4</sup>	185,000	133,461	51,539	Completed	On Budget	Oct-22
Asphalt (FY23)	170,000	153,830	16,170	On Schedule	Under Budget	Jun-23
Trailer Replacement	9,450	9,450	-	Completed	On Budget	Dec-22
LMS Cameras	13,924	13,924	-	Completed	On Budget	Dec-22
Disc Golf	8,500	9,249	(749)	Completed	Over Budget	Oct-22
Howard Station Fountain	25,000		25,000	Completed	On Budget	Apr-23
Arborwalk Bridge	20,000		20,000	On Schedule	On Budget	Jun-23
	-	-	-			
<b>Legacy Park</b>						
Cupolas	50,000	33,752	16,248	Completed	Under Budget	Jun-23
Concrete Repair	15,103	11,017	4,086	Completed	On Budget	May-23
Wayfinding Signage <sup>4</sup>	100,000	-	100,000	Behind Schedule	On Budget	Jun-23
Asphalt (FY22) <sup>4</sup>	125,000	124,410	590	Completed	On Budget	Oct-22
Asphalt (FY23)	150,000	120,805	29,195	On Schedule	On Budget	Jun-23
	930,277	525,886	254,391			
<b>Summit Waves Fund (203)</b>						
Concrete Step Repair	10,874	11,011	(137)	Completed	Over Budget	Oct-22
Camera/DVR Install	17,847	17,878	(31)	Completed	Over Budget	Jul-22
Cabana Upgrade	28,645	10,321	18,324	Completed	Under Budget	Mar-22
Additional Shade Installation <sup>4</sup>	41,920	37,038	4,882	Completed	Under Budget	Oct-22
	99,286	76,248	23,038			
<b>Cemetery Fund (204)</b>						
	-	-	-			
	-	-	-			
<b>Capital Projects Fund (327)</b>						
Eagle Creek/Park West Development	200,000	21,400	178,600	On Schedule	On Budget	Jun-23
Pickle Ball Research/Osage Trails Courts	200,000	79,087	120,913	Completed	Under Budget	Nov-22
Fieldhouse Planning	1,000,000		1,000,000	On Schedule	On Budget	Jun-23
Lower Banner Park	200,000		200,000	On Schedule	On Budget	Jun-23
Williams Grant Park	150,000		150,000	On Schedule	On Budget	Jun-23
Velie Park Renovations <sup>4</sup>	490,287	470,612	19,675	Completed	Under Budget	Oct-22
Pleasant Lea Park Improvements <sup>4</sup>	670,000	583,849	86,151	Behind Schedule	On Budget	Jul-23
	2,910,287	1,154,948	1,755,339			
<b>TOTAL</b>	<b>4,105,969</b>	<b>1,948,642</b>	<b>2,007,327</b>			

<sup>1</sup> Budget amount established per Board Approval

<sup>2</sup> Variance is the difference between the budget and the year-to-date expenditures.

<sup>3</sup> Estimated completion dates will be updated as necessary to reflect our best estimate of when a project will be completed.

<sup>4</sup> Items rolled over from FY22

The Services Review is based on the current Fiscal Year (July 2022-June 2023). "Goals" are based on the number implied in the Fiscal Year Budget. Some goals are annualized (i.e., LPCC, GCC and HPCC information). Other numbers will be reported on a monthly basis (i.e., programs beginning in the current board month) as well as annualized figures being reported against budgeted numbers. Shaded areas are completed services and activities.

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
<b>Fund 201 - Gamber Community Center</b>			
<b>Memberships</b>	July 22 - June 23		
<b><u>Resident Total</u></b>	July 22 - June 23		
Active Flex	July 22 - June 23	93	59
Annual	July 22 - June 23	39	57
<b><u>Non-Resident Total</u></b>	July 22 - June 23		
Active Flex	July 22 - June 23	5	6
Annual	July 22 - June 23	3	4
<b><u>Single Visit</u></b>	July 22 - June 23		
Discount	July 22 - June 23	76	134
Regular	July 22 - June 23	17	25
<b>(All Inclusive Membership - GCC)</b>	July 22 - June 23		
<b><u>Resident</u></b>	July 22 - June 23		
Annual	July 22 - June 23	39	73
Flex	July 22 - June 23	60	66
<b><u>Non-Resident</u></b>	July 22 - June 23		
Annual	July 22 - June 23	2	7
Flex	July 22 - June 23	5	9
<b>(Insurance Based Memberships)</b>	July 22 - June 23		
Silver Sneakers Total	July 22 - June 23		7,034
Renew Active	July 22 - June 23		5,363
<b>Facility Rentals</b>	July 22 - June 23		
Event Packages	July 22 - June 23	3 Packages	3
Gamber Package	July 22 - June 23	29 Packages	28
Ballroom All	July 22 - June 23	195 hrs Booked	163
Ballroom A	July 22 - June 23	600 hrs Booked	315
Ballroom B	July 22 - June 23	125 hrs Booked	278
Classroom	July 22 - June 23	215 hrs Booked	475
Aerobics Room	July 22 - June 23	60 hrs Booked	30
<b>Programming</b>	July 22 - June 23		
GCC Paid Group Fitness	July 22 - June 23		
Bingo	July 22 - June 23	1065	1037
Line Dance	July 22 - June 23	765	767
Art Classes	July 22 - June 23	60	141
Ballroom, Swing, Latin Dance	July 22 - June 23	60	54
Youth Tech	July 22 - June 23	15	18
	July 22 - June 23		
<b>Special Event Programming</b>	July 22 - June 23		
Mistletoe Madness	July 22 - June 23	30 Booths	34
Thanksgiving Day Luncheon	July 22 - June 23	100 participants	100
Holiday Luncheon	July 22 - June 23	100 participants	64
Father Daughter Dance	July 22 - June 23	125/night = 500	656
<b>Fund 202 - J. Thomas Lovell Jr. Community Center at Legacy Park</b>			
<b>Memberships</b>			
<b><u>Resident</u></b>			
Annual	July 22 - June 23	1,074	1,165
Flex	July 22 - June 23	3,393	2,215
<b><u>Non-Resident</u></b>			
	98		

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
Annual	July 22 - June 23	153	429
Flex	July 22 - June 23	725	631
<u>Single Visit - Resident</u>	July 22 - June 23	21,003	17,321
<u>Single Visit -- Non-Resident</u>	July 22 - June 23	6,998	8,538
<u>Silversneakers</u>	July 22 - June 23	16,405	19,291
<u>Prime</u>	July 22 - June 23	139	246
<u>Renew Active</u>	July 22 - June 23	2,914	22,170
<u>Active and Fit</u>	July 22 - June 23	0	240
<u>Silver and Fit</u>	July 22 - June 23	101	458
<u>90 Day Memberships</u>			
Resident	July 22 - June 23	12	18
Nonresident	July 22 - June 23	3	10
Facility Rentals			
<u>Birthday Party Packages</u>			
Resident			
Package A	July 22 - June 23	172	253
Package B	July 22 - June 23	31	63
Non-Resident			
Package A	July 22 - June 23	74	222
Package B	July 22 - June 23	7	19
<u>Community Rooms</u>			
Resident	July 22 - June 23	2	0
Non-Resident	July 22 - June 23	0	0
<u>Court Rentals</u>			
Resident	July 22 - June 23	4	4
Non-Resident	July 22 - June 23	1	0
Lock-ins	July 22 - June 23	1	1
Pool	July 22 - June 23	2	3
<u>Paid Park Amenities</u>			
Resident			
Canoe	July 22 - June 23	280	108
Paddleboard	July 22 - June 23	1,049	358
Kayak	July 22 - June 23		
Non-Resident			
Canoe	July 22 - June 23	151	89
Paddleboard	July 22 - June 23	439	175
Kayak	July 22 - June 23		
<u>Free Park Amenities</u>	July 22 - June 23		
Bikes	July 22 - June 23	750	392
<u>Child Care</u>			
Drop In	July 22 - June 23	294	215
Pass Card - Member	July 22 - June 23	33	53
Pass Card - Non-member	July 22 - June 23	0	0
Water and Land Aerobic Programming	July 22 - June 23	30,000	28,713
Provide Miscellaneous Fitness			
Personal Training	July 22 - June 23	418	500
LCC Paid Group Fitness Classes	July 22 - June 23	115	0
LCC Paid Group Fitness Programs	July 22 - June 23	44	22
LPA Paid Group Fitness Events	July 22 - June 23	180	148
Massage Therapy	July 22 - June 23	113	146
RevUP	July 22 - June 23	54	41
RevUP Reload	July 22 - June 23	104	120
Swim Lessons			
Swim Lessons	July 22 - June 23 <sup>99</sup>	332	268

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
Private Swim Lessons	July 22 - June 23	81	
<b>Fund 530 - Harris Park Community Center</b>			
Camp Summit			
Camp Summit Enrollment	Summer 2022	750 Enrolled	550 enrolled
Camp Summit Enrollment	Summer 2023	750 Enrolled	600 enrolled (through 5.15.23)
Weekly Attendance	Summer 2022	440 Avg/Week	325 Avg/Week
Weekly Attendance	Summer 2023	440 Avg/Week	
Offer School Break Camps			
School Break Camp Enrollment	Sept 1 - April 20	100	84
School Break Days	Nov 1 - April 14	Avg of 30/Day	Average of 20/Day for 22-23
Recreation Center Operations			
Gym Rentals	July 22 - June 23	300 Rentals	295 rentals (through 5.15.23)
Classroom Rentals	July 22 - June 23	200 Rentals	171 (through 5.15.23)
Entire Facility Rentals	July 22 - June 23	12 Rentals	10 (through 5.15.23)
Week Long Rentals	July 22 - June 23	2 Rentals	2 (through 5.15.23)
Open Gym	July 22 - June 23	1500 Participants	1391 (through 5.15.23)
Summit Ice/Lea Mck North			
Public Skate	22-23	14000	13,589
Pond Hockey	22-23	1500	344
Skate with Santa (2)	22-23	100 Participants	316/291 (607 total)
Skate with Sanata (3)	23-24	150 Participants	
Birthday Party Packages	22-23	\$18,070	\$ 12,964
Birthday Party Packages	23-24	\$15,000	
Shelter Rentals	22	100	111
Shelter Rentals	23	100	8 (through 4.18.23)
ATHLETICS			
Hartman Fields	July 23 - June 24	625 (Rental hours)	334 (through 5.14.23)
Adult Leagues			
Softball -- Coed, Men's, Women's			
• Fall	Sept 22 - Oct 22	24 (Teams)	5 (Teams)
• Spring	Mar 23 - May 23	20 (Teams)	13 (Teams)
• Summer	June 22 - Aug 22	40 (Teams)	22 (Teams)
Basketball -- Men's			
• Fall	Aug 22 - Oct 22	16 (Teams)	14 (Teams)
• Winter	Nov 22 - Feb 23	16 (Teams)	22 (Teams)
• Spring	Mar 23 - June 30	14 (Teams)	22 (Teams)
• Summer	July 22 - Aug 22	14 (Teams)	15 (Teams)
Volleyball -- Coed, Women's			
• Fall	Oct 22 - Dec 22	35 (Teams)	38 (Teams)
• Winter	Jan 23 - Mar 23	30 (Teams)	39 (Teams)
• Spring	April 23 - June 23	28 (Teams)	34 (Teams)
• Summer	July 22 - Sept. 22	35 (Teams)	25 (Teams)
Kickball			
• Fall	Aug 21 - Oct 21	14 (Teams)	DNM
• Spring	Apr 22 - May 22	14 (Teams)	DNM
• Summer	June 22 - Aug 22	14 (Teams)	DNM
Adult Instructional-Athletics			
Golf			
• Adult Beginning	July 21 - June 22	20	10
Tennis			
• Outdoor Adult Beginning	July 21 - June 22	10	15 (through April 17)

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
<b>Youth Instructional-Athletics</b>			
<i>Golf</i>			
• Youth Beginner	July 21 - June 22	30	9
<i>Tennis</i>			
• Rookies (Mighty Stars)	Year-to-date count	23	23 (through April 17)
• Youth Beginner	Year-to-date count	70	41 (through April 17)
• Middle/High School	Year-to-date count	40	28 (through April 17)
<b>Youth Leagues</b>			
Girl's Basketball	Nov 22 - Feb 23	415 Participants	448 Participants
Spring Youth Volleyball	March 23 - May 23	250 Participants	254 Participants
Fall Youth Volleyball	Sept 22 - Nov 22	280 Participants	217 Participants
Summer Youth Volleyball	July 22 - Aug 22	10 Teams	9 teams
Winter Youth Volleyball	Jan 23 - Feb 23	10 Teams	
<b>Youth Camps-Athletic</b>			
Baseball Camp	July 22	15	
Basketball Camp	July 22	15	
Volleyball Camp	July 22	35	
Indoor Soccer Camp	June 23	15	
<b>Tournaments</b>			
Summer Classic Tennis Tournament	June 23	50	
<b>INSTRUCTIONAL ACTIVITIES</b>			
<b>Adult Instructional</b>			
<i>First Aid/CPR</i>			
CPR/AED	July 21 - June 22 (Year-to-date count)	48	OH
First Aid	July 21 - June 22 (Year-to-date count)	24	OH
CPR for Family and Friends	July 21 - June 22 (Year-to-date count)	30	OH
<b>Youth Instructional</b>			
<i>Itty-Bitty Sports</i>			
• Flag Football	Sept 11-Oct 9	40	64
• Basketball	Jan 8 - Feb 12	80	82
• Outside Soccer	July 21 - June 22 (Year-to-date count)	80	159
• T-Ball	July 21 - June 22 (Year-to-date count)	100	160
<i>Itty-Bitty Instructional Programs</i>			
• Itty Bitty PE	July 21 - June 22 (Year-to-date count)	20	24
Indoor T-Ball	July 21 - June 22 (Year-to-date count)	20	33
Instructional Basketball	July 21 - June 22 (Year-to-date count)	30	40
• Indoor Soccer	July 21 - June 22 (Year-to-date count)	30	56
<i>Pint Size</i>			
Pint Size Playtime	Sept 20 - April 21	75	0
<i>Pee Wee Sports</i>			

	Run Time	Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
• Flag Football	July 21 - June 22 (Year-to-date count)	20	43
• Basketball	Jan 8 - Feb 12	100	74
Indoor T-Ball	July 21 - June 22 (Year-to-date count)	20	22
Indoor Soccer	July 21 - June 22 (Year-to-date count)	20	49
Pee Wee PE	July 21 - June 22 (Year-to-date count)	20	0
Instructional Basketball	July 21 - June 22 (Year-to-date count)	20	33
Kids Night Out	July 21 - June 22 (Year-to-date count)	70	6

#### All Ages- Instructional

##### Horsemanship Classes

• Beginning Horsemanship	July 21 - June 22 (Year-to-date count)	9 participants	On Hold
• Beginner Rider I	July 21 - June 22 (Year-to-date count)	4 participants	On Hold
• Beginner Rider II	July 21 - June 22 (Year-to-date count)	2 participants	On Hold
• Texas Tots	July 21 - June 22 (Year-to-date count)	2 participants	On Hold
• Texas Tots II	July 21 - June 22 (Year-to-date count)	2 participants	On Hold

##### Dance Classes

###### Dance with me

July 21 - June 22 (Year-to-date count)	0
--	---

###### Discover Dance

July 21 - June 22 (Year-to-date count)	5
--	---

###### Dance 1

July 21 - June 22 (Year-to-date count)	0
--	---

###### Dance 2

July 21 - June 22 (Year-to-date count)	0
--	---

##### Learn to Play D&D

July 21 - June 22 (Year-to-date count)	6
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#### Special Event Programming for Families

Night Flight	Jun-22		287
Tour de Lakes	Jun-22		84

#### Festivals

Warrant/Firehouse	July 8	2,000	957
The Phil Collins Experience	5-Aug	750	854
TheM80's	24-Sep	750	627
Celebration of the Arts	19-May		
Blues Fest	10-Jun		

#### Fund 200 - Parks and Recreation

##### Administration

Provide departmental Annual Report	Sept 2020	Mar-21	Completed May 2021
Coordinate, edit and produce Lee's Summit Illustrated.	FY22		
Publish bi-annual Visionary Task Force Newsletter (Legacy for Tomorrow)	Bi-annually		

##### Park Operations

Two annual inventories performed	Bi-annually	102	
----------------------------------	-------------	-----	--

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Two annual park openings performed on all parks (Spring and Fall)	Run Time Bi-annually		
<b>Legacy Park Operations</b>			
Maintain user group agreements	FY22		
<b>City Grounds Maintenance</b>			
Maintain Public Works MOU areas	FY22	Monthly	Ongoing

<b><i>Fund 203 - Aquatics</i></b>			
<b>Summit Waves</b>			
<b>Group Swim Lessons</b>			
<b>Group Swim Lessons</b>	May 23 - June 23		
<b>Private swim parties</b>			
<b>Private swim parties</b>	May 23 - June 23		
<b>Public swim - Regular</b>			
<b>Public swim - Regular</b>	May 23 - June 23		
<b>Public swim - Discount</b>			
<b>Public swim - Discount</b>	May 23 - June 23		
<b>Twilight - Regular</b>			
<b>Twilight - Regular</b>	May 23 - June 23		
<b>Twilight - Discount</b>			
<b>Twilight - Discount</b>	May 23 - June 23		
<b>Season Pass Sales</b>			
<b>Season Pass Sales</b>	May 23 - June 23	1,375	1,122
<b><u>Group Promotions</u></b>			
<b>Family Fun Nights (2&amp;3)</b>			
<b>Family Fun Nights (1)</b>	May 23 - June 23		
<b>Dive in Movie (1)</b>	May 23 - June 23		
<b>Dive in Movie (2)</b>			
<b>Pooch</b>			
<b>Birthday Party Packages</b>	May 23 - June 23	61	21
<b>Birthday Party Packages</b>			
<b>Cabana Rentals</b>	May 23 - June 23	73	
<b>Cabana Rentals</b>			

### ***Fund 205 - Longview Community Center***

<b>Memberships</b>			
<b><u>Resident</u></b>			
Annual	July 22 - June 23	1,273	1,067
Flex	July 22 - June 23	1,215	1,157
<b><u>Non-Resident</u></b>			
Annual	July 22 - June 23	246	196
Flex	July 22 - June 23	270	303
<b><u>90 Day Memberships</u></b>			
Resident	July 22 - June 23	56	95
Nonresident	July 22 - June 23	26	18
<b>Single Visit - Resident</b>	July 22 - June 23	8,815	8,445
<b>Single Visit -- Non-Resident</b>	July 22 - June 23	2,447	3,723
<b>Silversneakers visits</b>	July 22 - June 23	8,142	10,050
<b>Prime visits</b>	July 22 - June 23	550	219
<b>Active and Fit visits</b>	July 22 - June 23	128	496
<b>Silver and Fit visits</b>	July 22 - June 23	64	311
<b>Renew active visits</b>	July 22 - June 23	6,584	10,790
<b>MCC Athletes Pass</b>	July 22 - June 23	NA	11
<b>MCC PE Pass</b>	July 22 - June 23	NA	2
<b>MCC Non resident memberships Pass</b>	July 22 - June 23	1000 max	30
<b>Facility Rentals</b>			

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
<b>Run Time</b>			
<u>Lap lane rentals (hours)</u>			
Resident	July 22 - June 23	6940	5,562
Non-Resident	July 22 - June 23	60	103
<u>Room Rentals</u>			
Resident	July 22 - June 23	97	179.5
Non-Resident	July 22 - June 23	334	274.5
<u>Court Rentals</u>			
Resident	July 22 - June 23	30	74.5
Non-Resident	July 22 - June 23	7	0
Lock-ins	July 22 - June 23	1	0
Full Pool rental	July 22 - June 23	6	1
Water and Land Aerobic Programming	July 22 - June 23	20,000	20,287
<b>Provide Miscellaneous Fitness</b>			
Personal Training	July 22 - June 23	371	695
LVCC Paid Group Exercise Classes	July 22 - June 23	150	9
LVCC Paid Fitness Programs (6 weeks)	July 22 - June 23	52	0
Massage Therapy	July 22 - June 23	35	75
RevUP	July 22 - June 23	35	25
RevUP Reload	July 22 - June 23	52	20
Lowenstein Park Fitness Classes	July 22 - June 23	40	25
<b>Swim Lessons</b>			
Swim Lessons	July 22 - June 23	529	259
Private Swim Lessons	July 22 - June 23	164	5



# MEMORANDUM



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**Date:** May 24, 2023  
**To:** Joe Snook, CPRP, Parks Administrator  
**From:** Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction  
**Re:** Pleasant Lea Park Update

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Pleasant Lea Park was awarded a Land and Water Conservation grant in 2020 in the amount of \$250,000. Prior to the grant award, LSPR staff completed a master plan for park improvements which included neighborhood and community wide feedback sessions to solicit ideas for park upgrades. Park renovations are scheduled to begin in late 2021 and early 2022. An anticipated completion date for the upgrades is late 2022. Total estimated budget for the park improvements is \$670,000 with \$400,000 in Parks CIP funds and a \$20,000 contribution for the Legacy for Parks Foundation.

LSPR is acting as the general contractor for the park renovation. Crews have recently completed an extensive renovation to the tee ball/softball field on the east side of the park for use by the youth sports associations.

At the time of this report, work has been completed on ADA improvements from the parking cul-de-sac to the playground and shelter along with curb replacement of the parking cul-de-sac. Over the next two months, crews will complete the informal nature play areas and make upgrades to the existing bridge approach on the east side of the park.

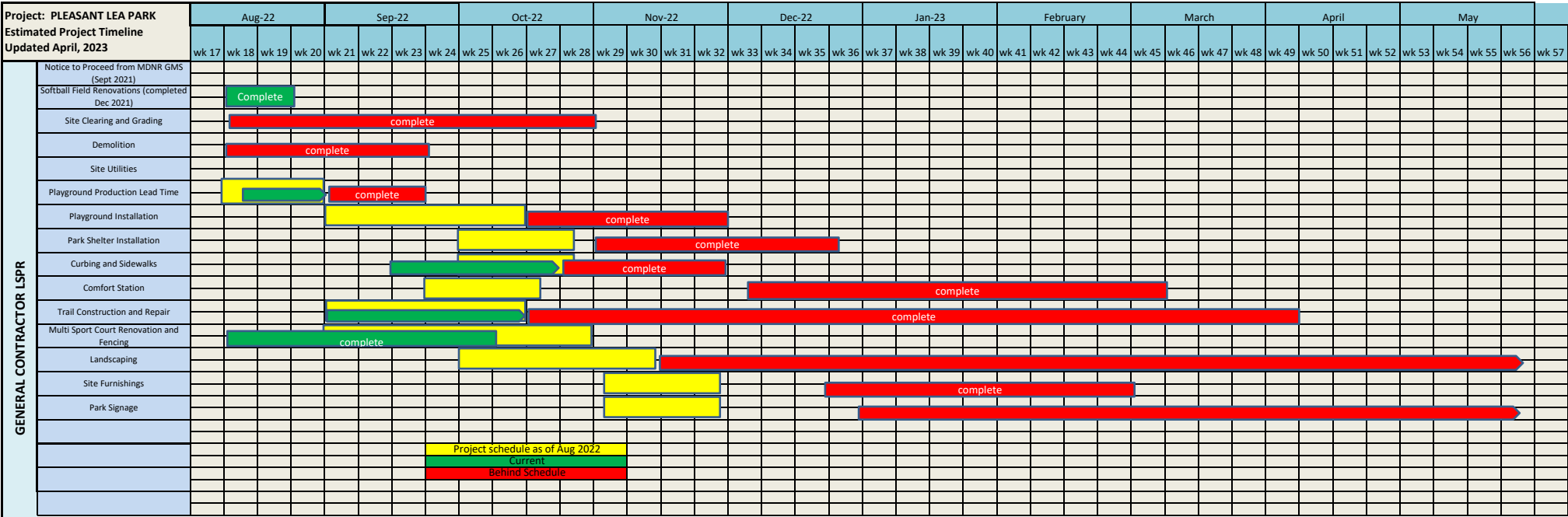
We will continue to keep the Board updated on progress.

(Portions not underlined denote new information since the previous Board update)

**Project Name: Pleasant Lea Park Improvements**

**10-May-23**

		Park Board approved CIP project budget \$400,000 (less park master plan) plus \$250,000 LWCF Grant and \$20,000 LFPF donation		
Item			Commitments to date	Notes
Pre Construction/ Site Preparation	Equipment Rentals	\$ 8,000.00	\$ 2,052.10	
	Architectural + Engineering	\$ 12,000.00	\$ -	
	Erosion Control/Tree Protection	\$ 2,000.00	\$ -	
	Earthwork/Grading	\$ 20,000.00	\$ -	
	Demolition of Existing Park Features	\$ 2,500.00	\$ 1,601.00	
Site Utilities	Storm Drainage	\$ -	\$ -	
	Sanitary Sewer Connection	\$ -	\$ -	
	Electrical	\$ -	\$ -	
	Water Tap/Meter/Service	\$ -	\$ -	
Paving	Concrete Walks and Curbs	\$ 40,000.00	\$ 28,099.45	
	Asphalt-New Trail Construction and Repair	\$ 25,000.00	\$ 24,340.82	\$20,000 in asphalt repairs FY21/\$20,000 in repairs in FY22
	Multi Sport Court Renovation and Fencing	\$ 120,000.00	\$ 148,556.00	
Park Features and Structures	Restroom Construction	\$ 12,000.00	\$ 5,921.42	ADA compliant comfort station
	Park Shelter and Installation	\$ 32,000.00	\$ 20,884.98	
	Playground Equipment and Install	\$ 300,000.00	\$ 225,892.71	main playground, stream crossing, small nature play pods
	Playground surfacing+drainage and install	\$ 22,000.00	\$ 104,308.80	substitute unitary surfacing. included in overall playground budget
	Landscaping	\$ 10,000.00	\$ 7,053.21	
	Site furnishings	\$ 12,000.00	\$ 18,656.08	
	Softball Field Renovations	\$ 9,000.00	\$ 5,056.99	\$8502 total labor ballfield renovattion as of 11/30/21
	Pedestrian Bridges labor and materials	\$ 10,000.00	\$ -	
	Park Signage	\$ 2,500.00	\$ -	
			\$ -	
	Subtotal	\$ 639,000.00	\$ 592,423.56	
	Contingencies (3%)	\$ 19,500.00		
	Previous Park Master Planning- Landworks Studio	\$ 12,443.00		
	<b>Project Estimated Cost</b>	<b>\$ 670,943.00</b>		
	<b>Total Approved Park Budget</b>	<b>\$ 670,000.00</b>		
	<b>Total addiitonal approved budget (10% increase per LWCF)</b>	<b>\$ 67,000.00</b>		
	<b>Revised park renovation budget as of 6.22.22</b>	<b>\$ 737,000.00</b>		



# MEMORANDUM



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**Date:** May 24, 2023  
**To:** Joe Snook, CPRP, Parks Administrator  
**From:** Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction  
**Re:** Land Dedication Ordinance/Park Impact Fee

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In March, the Parks and Recreation Board heard a second presentation from staff with case study data for both a park land dedication ordinance and park impact fee. At this time, staff is circulating ordinances for review with both the city planning department and legal department. Staff anticipates bringing forward these ordinances for further Park Board input at the June meeting.

We will continue to keep the Board updated on progress.

(Portions not underlined denote new information since the previous Board update)

# MEMORANDUM



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**Date:** May 24, 2023  
**To:** Joe Snook  
Administrator of Parks and Recreation  
**CC:** Steve Casey, PLA, ASLA  
Superintendent of Park Planning and Construction  
**From:** Steve Thomas  
Assistant Superintendent of Park Construction  
**Re:** RFP Lower Banner Park Renovations Project

---

On February 9, 2023 staff advertised Request for Proposals [RFP] for the Design and Installation of Park Improvements at Lower Banner Park with a submittal due date of March 17, 2023. The Scope of Work included in the RFP consisted of the following features which represent the priorities identified in our community outreach efforts:

- Adventure play area (age 5-12)
- Tot play area (age 2-5)
- 16' x 16' metal Park Shelter

The committee selected ABcreative's Launch Pad proposal for the tot play area, adventure play area and park shelter.

Staff has made color selections for the playground equipment and park shelter and finalized the customer order. Once a firm delivery date can be established, our crews will begin the removal of the old equipment and begin preparing the site for the new equipment and shelter.

We will continue to keep the Park Board advised of updates on the Lower Banner project.

(Portions not underlined denote new information since the previous Board update)

# MEMORANDUM



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**Date:** May 24, 2023  
**To:** Joe Snook  
Administrator of Parks and Recreation  
**CC:** Steve Casey, PLA, ASLA  
Superintendent of Park Planning and Construction  
**From:** Steve Thomas  
Assistant Superintendent of Park Construction  
**Re:** Legacy Park Wayfinding

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Lee's Summit Parks and Recreation (LSPR) is ready to commence the Legacy Wayfinding project.

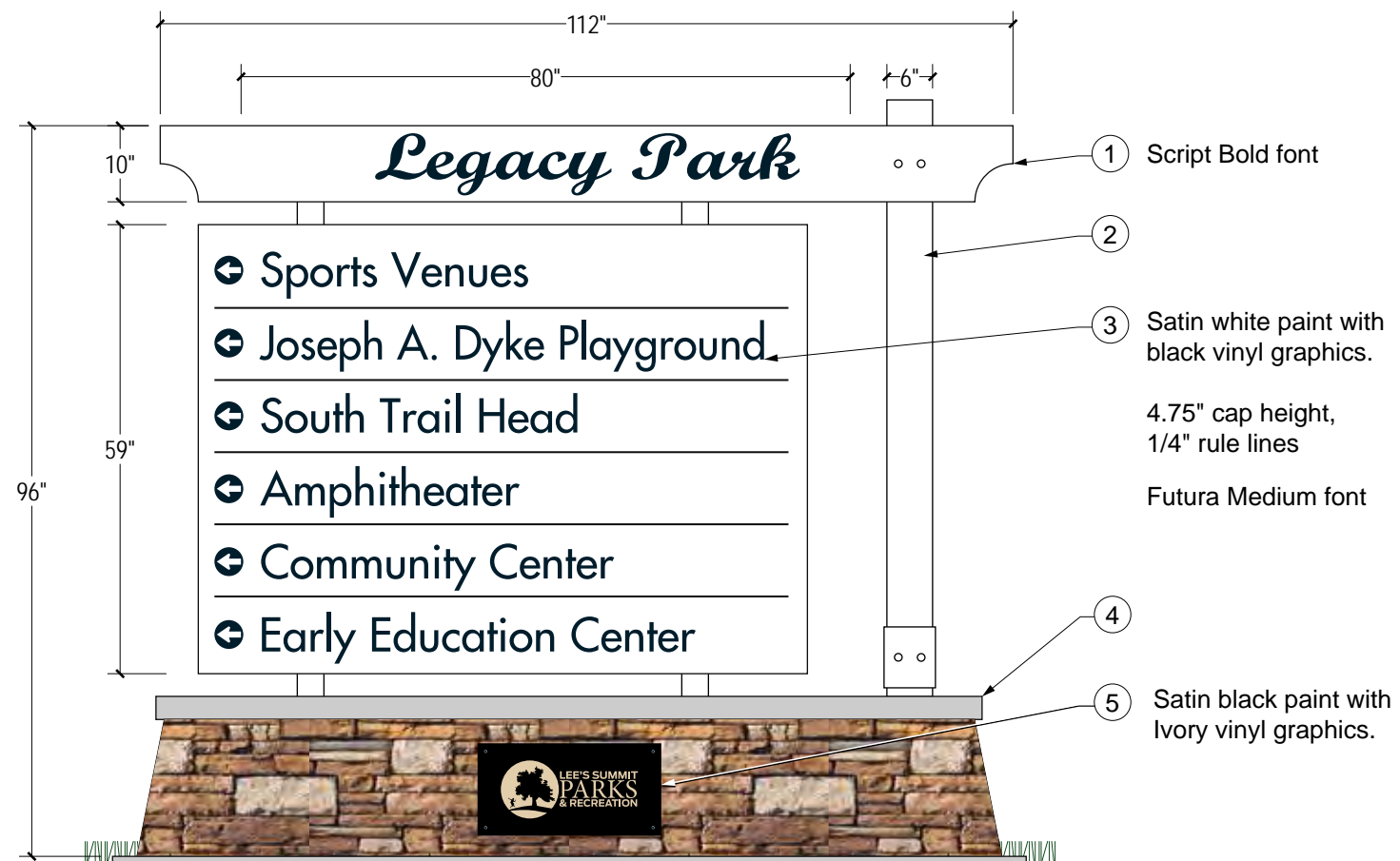
Staff is working with the Cities Contract Services for the completion of the project. MTS Contracting will provide and install the block and stone for the Legacy Park signs. Free Style Graphics will provide the directional signs. LSPR's construction crew will install the footings, posts and mount the signage. A drawing representing a Wayfinding sign is attached to this memo (Attachment 'A').

Staff expects the total costs of the Wayfinding project will be within the Board approved budget of \$100,000.

A projected timeline of the project has been attached to this report (Attachment 'B').

Notes

- ① 1/2" thk. aluminum panel, both sides of posts. Vinyl on front side only.
- ② Aluminum tube post.
- ③ 1/4" thk. aluminum panel with vinyl copy, front side of posts only.
- ④ Faux stone base on concrete mow pad.
- ⑤ 1/4" thk. aluminum panel, paint with vinyl graphics.



A Elevation

scale: 1/2" = 1'-0"



STAR SIGNS, LLC  
801 EAST NINTH STREET  
LAWRENCE, KANSAS 66044  
P 785.842.4892 F 785.842.2947  
WWW.STARSIGNSLLC.COM

Legacy Park Wayfinding  
Lee's Summit, MO

Wayfinding, Single Face, Non-Illuminated  
Qty (6) Locations

THIS DRAWING IS THE SOLE PROPERTY OF STAR SIGNS, L.L.C., AND IS INTENDED FOR CUSTOMER APPROVAL ONLY.

REVISIONS:

6	10/18/2022	redesign
7	10/31/2022	new font options
8	11/8/2022	update design

111

9	11/29/2022	update base design
10	12/9/2022	add stone texture

☐ APPROVED

☐ APPROVED AS NOTED

☐ REVISE AND RESUBMIT

DATE

SIGNATURE

SP: SR PM: MN Dwg: JH

10339 6435

Art # SO #

ISSUED: 12 / 9 / 2022

FIRST PRINT: 11/8/2021

1

SHEET

PROJECT: Wayfinding		May '23				June '23				July '23				August '23				September '23			
		wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4
	Planning & Design	[Task Bar]																			
	Order Stone & Signage			[Task Bar]																	
	Install Footings & Pad					[Task Bar]															
	Install Block & Stone							[Task Bar]													
	Install Signage									[Task Bar]											
		Project schedule: 1.31.2023																			
		Current																			
		Behind schedule																			



**End of Activity Report  
Winter Adult Volleyball  
January to March, 2023  
Report Completed By: Paul Arndorfer**

**Executive Summary**

**Brief Description**

The Winter Adult (Ages 18 and over) Indoor Volleyball program is an activity to provide an opportunity for participation in a recreational volleyball league for Lee's Summit residents and surrounding area.

**Participant Numbers:**

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2023	273	39
2022	236	31
2021	229	30

<b><u>Total Revenue:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2023	\$6,300.00	\$8,775.00
2022	\$6,000.00	\$6,200.00
2021	\$6,800.00	\$6,000.00

<b><u>Total Expense:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2023	\$4,997.94 <sup>1</sup>	\$5,138.94 <sup>1</sup>
2022	\$3,938.79	\$3,578.89
2021	\$4,508.99	\$4,104.19

<b><u>Net:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2023	\$1,302.06	\$3,636.06
2022	\$2,061.21	\$2,621.11
2021	\$2,291.01	\$1,895.81

<sup>1</sup> Total budgeted and actual expenses include both direct and indirect expenses. Indirect expense for this activity: \$1,409.94

## **Recommendations:**

**Comment:** Should we continue to offer this program?

**Recommendation:** Staff recommends LSPR continues to offer this league.

**Comment:** There were three (3) comments regarding the 9:45pm start time being too late.

**Recommendation:** Due to rentals, 7:30pm has been the established start time for the league. Staff recommends no changes at this time. However, for the Spring and Summer sessions, games are able to start at 6:30, so no games will be played at 9:45.

**Comment:** There were two (2) negative comments about the online registration.

**Recommendation:** Staff feels with the enhancements made to the LSPR website and WebTrac, the registration process is improved moving forward.

## **Extensive Staff Report**

### **Purpose of Report**

End of Activity reports are used to evaluate each recreational activity at its conclusion. Four areas are reviewed: program content and execution, participant satisfaction, participation numbers and financial performance. These areas are compared to the planned budget and previous seasons. Recommendations for improvements are developed from this review.

### **Program Description:**

The Winter Adult (Ages 18 and over) Indoor Volleyball program is an activity to provide an opportunity for participation in a competitive recreational volleyball league for Lee's Summit residents and surrounding area. The level of competition varies between recreational and intermediate play. Divisions were held in Coed Recreational, Women's Power, and 'A'. It is held annually at the Harris Park Community Center from January to March.

### **Program Benefits:**

The benefits of the Adult Volleyball program are that it is a great physical activity and socialization outlet for the participants. It promoted team work, fun and sportsmanship.

### **Service hours:**

The approximate number of service hours provided by this activity is 2,184 (273 players x 1 game x 8 weeks). These hours were accumulated by weekly games.

2023: 2,184

2022: 1,888

2021: 1,832

**Volunteer hours:**

There were no volunteer hours for this league.

**Refunds:**

Total Refunds: 0

Refunds Due to Dissatisfaction: 0

**Fee Charged:**

2023                \$225.00

2022                \$225.00

2021                \$200.00

**Program Timeline:**

December:	Publicity of winter league Registrations of winter league Recruitment of personnel
January:	Scheduling of league League play begins
February:	Observation
March:	Observation Conclusion of league Order awards
April:	Complete EOA

**Marketing:**

The Winter Volleyball league is marketed through direct emails to previous participant team captains, LSPR website, DYK TV, email blasts and social media outlets.

**Evaluation/Assessment:**

The program is evaluated at the conclusion of the league by participants of the league. A total of 256 unique households were sent surveys and a total of 65 were returned, a return rate of 25%. Please see that attached survey results.

## “Adult Winter Volleyball 2023” Survey Results

**# of Surveys Distributed:** Email: 256 In Person: 0      **# of Surveys Returned: 65**      **25% of Returns**

Participant: 53      Parent/Guardian 0      Coach/Asst.Coach/Volunteer 0

LS Illustrated 0 Website/Facebook/Twitter 1 Email Blast 0 Flyer 0 Postcard 0 Newspaper 0

LS Cable Channel 0 Acquaintance 4 Previous Participant 48 Other    

Comments (Other):

- We have played in this league for years.

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	39	0	0	0	4	10	4.71
If you registered online, please rate the ease of registration	44	0	0	1	5	3	4.22
Please rate the amount of time taken to register	40	0	0	0	6	7	4.54
Please rate the overall registration procedure	38	0	0	0	9	6	4.40

Comments:

- Online registration is too difficult.
- Always call in to register, it is much easier.

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	10	19	24	4.26
Was the content of the activity appropriate for the fee?	0	0	0	6	21	26	4.38
If awards were given, were they appropriate for the fee?	39	0	0	0	11	3	4.21

Comments:

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	26	27	4.51
Please rate the friendliness of activity staff	0	0	0	4	24	25	4.40
Please rate the ability to recognize activity staff	0	0	0	0	15	38	4.72
Please rate the amount of staff available during the activity	0	0	0	4	11	38	4.64
Please rate the officials if applicable	0	0	0	6	31	16	4.19
Were the rules, regulations and policies appropriate for the activity?	0	0	0	1	28	24	4.43
Please rate the condition and suitability of the facility/fields used.	0	0	0	5	19	29	4.45
Please rate the condition and suitability of the equipment used.	0	0	0	7	26	20	4.25
Please rate the perceived safety of program.	0	0	0	1	33	19	4.34

Comments:

- The 9:45 games are a bit late.
- Is there anyway that we can start earlier so the last games aren't at 9:45?
- Would love earlier games.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	2	29	22	4.38
What is the likelihood of your recommendation of this activity to others?	0	0	0	0	23	30	4.57
Please rate the participant's overall enjoyment level	0	0	0	2	22	29	4.51
What is your overall rating of the activity?	0	0	0	0	27	26	4.49
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	19	34	4.64

Comments:

- Love having the Coed Intermediate league back.
- This session was great!!
- Self-Officiating is going well.
- We appreciate Paul taking the time to meet with us and to discuss issues.

## **MAY 2023 COMMENT REPORT**

**Attached are 10 patron comments with staff responses that were either submitted verbally, in writing or via email. Of these comments, 3 were making requests, 2 compliments, 1 informational, 1 suggestion and 3 complaints.**

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	LCC	Compliment	4/21/23	Rachel Smith	Erin Keeney	Russ Klement	Lori Davis is amazing! My wife and I had five personal training sessions with her. We are so much better off to a good start, to continue daily exercise the right way. I would like LSPR management support for her and other Personal Trainers on equipment needs.	Staff contacted Russ thanking him for the kind words about Lori and asked him to elaborate on his comment about management support and equipment needs. Russ replied, "My wife, Kay, and I met you before setting up five sessions with Lori. She clearly understands the needs of seniors. Over the course of our meetings, there were equipment wishes and desires that she shared with us that would be very beneficial to her current and past clients as they continue to correctly practice strength and balance exercises. She can share with you what those items would be. It appeared to me that the improvement costs would be minimal. I contacted my City Council members to better understand that the Council delegates LSPR decisions to that Board and the management that oversees the facilities and activities. On another note, we hope that all of you employed by LSPR receive adequate compensation for the work that you do. Even if annual fees and activity/session fees have to be increased. You all provide proactive solutions to citizens that want to maintain a healthy lifestyle and hopefully live a longer quality life." Staff thanked Russ for his support for LSPR and explained that staff will review equipment needs with Lori. Staff met with Lori Davis about the comment card and her equipment needs. Lori did not indicate any specific fitness equipment needs at this time. EK
2	Legacy Baseball	Complaint	5/10/23	Brooke Chestnut	Joe Snook	Darlene Phelps	Patron had concerns about lights not being turned on after a game at baseball and umpires parking in handicapped places.	Staff called Darlene and discussed her concerns at length, and explained the relationship with the YSA's. Then staff contacted the LSBA President to discuss and address the issues.
3	LVCC	Complaint	4/14/23	Jodi Jordan	Heath Harris	Shauna Cecil	Conversation with staff regarding a family friend providing private swim lessons to a young child at the Longview Community Center pool. The family friend was not charging the family for the lessons and paid a single visit to use the facility. A Longview Community Center Facility Supervisor made this patron aware of the Professional Service policy, which requires all professional services to be provided by authorized LSPR staff members. This patron called the Facility Manager to express they tried to sign up for private swim lessons through LSPR, but due to lack of staff private swim lessons are not being offered until the summer.	On the phone conversation the patron expressed her frustration regarding the policy. The patron explained she understands the policy, however the service their family friend is providing is a service LSPR does not currently provide. The patron also mentioned she was not paying the instructor for this service. It is just a family friend teaching her child how to swim. Staff shared even though the private swim lessons offered by LSPR are seasonal it is still a professional service provided by LSPR and any external private swim lessons held in the facility are not allowed. Staff asked if the patron would be interested in group lessons, but she said no, private lessons were what they were looking for. Staff apologized for the inconvenience and shared their understanding of the frustration of not having private swim lessons at this current time. Staff shared with the patron this conversation would be documented and presented in the Park Board packet for review. The patron appreciated staff's time and requested a follow up by staff after the park board meeting. HH
4	LVCC	Information	4/24/23	Jodi Jordan	Heath Harris	Gini Mack	Numerous black weights are coming apart. Thank you!	Staff reached out to Gini to thank you her for comment. Staff informed Gini staff is currently sorting through the hand weights for the group exercise classes and will establish a replacement plan. Gini was very appreciative of the phone call.
5	LVCC	Request	4/28/23	Jodi Jordan	Heath Harris	Anonymous	Install coat hooks in restrooms. Counters can be wet and there is no place to place coat while washing hands.	Coat hooks are available for patrons in each locker room. Staff does not recommend adding coat hooks to the lobby restrooms at this time. HH
6	LVCC	Request	4/28/23	Jodi Jordan	Heath Harris	Culln Rowland	Staff has received two comments requesting Stairmasters to be added to the fitness area at the Longview Community Center	Staff will keep these requests on file and review when the time comes for staff to purchase additional equipment or equipment replacement. HH
7	LVCC	Suggestion	5/7/23	Jodi Jordan	Heath Harris	Samantha Gray	Staff should receive recruitment bonuses for recruiting new staff members.	Samantha Gray is a part-time Head Life Guard for LSPR. Samantha was speaking with Heath Harris about recruiting new staff members and how there should be pay incentives for recruiting new staff members. Staff told Samantha they would pass on her inquiry. Staff will pass this inquiry onto the LSPR Staff Recruitment team for review. Staff told Samantha her innovative idea was much appreciated and encouraged her to continue to share her ideas. HH

Chris Schreck  
04/20/2023

Steve Casey  
Lee's Summit Superintendent of Park Development and Construction  
City Hall: 220 SE Green  
Lee's Summit, Missouri 64063

To whom it may concern,

After many years in search of property to build a retirement home for my wife and I. We found what was then a 10acre corn field in 2015, located on Sampson Road. We did our due diligence to meet with all the city planners, including utilities to understand plans for acreage surrounding the 10 acres we were interested in. We understood at that time, the land to the south was share cropped and belonged to Lee's Summit Parks and Rec but no real details could be given with regards to a master plan or if it would even be developed. If developed, most likely a burier such as a fence would separate the park property from agriculture adjoining property. Property to the North and East was all agriculture. We were told emphatically, there were absolutely no plans for changing Sampson Road, rather the city master plans included construction of a new North/South road on the acreage behind the 10 acres we were interested in. With this information we moved forward in building our retirement home, which now has an address of 2251 SW Sampson Road and closed September,2016. Over the past six years, there's been burglaries to many of the homes on Sampson road. Prior to securing the front of our home with a fence and gates, our property was cased twice that we know of. We've contacted the Lee's Summit police numerous times for various misconduct by people passing by on Sampson road. Most recently this year, was a car that stopped in the middle of the road on Sampson, people got out of the car, stood in the street, and fired off six or eight rounds towards a street sign on the west side of the road towards the remote-control airfield at a time when parks and rec would be unlocking the gates. I did call 911 to report it.

Most recently we have come to understand a master plan has been created for the adjacent land to the South of us. My wife and I would like to formally voice our concerns based on what has been published with regards to Lee's Summit Parks and Rec, Capital projects Eagle Creek/Park West and a follow-up call with Steve Casey.

- 1) We have no issues with the Park itself. We have three children of our own and now ten grandchildren, all who would benefit from the park development when visiting our home. Parks, while intended to provide a space for children and family also attract un-trust-worthy people whose intentions don't align with the parks purpose, creating a safety concern for my family, given we live on acreage. Homes on Sampson Road are all on acreage, many of which do not have homes across from them, making them more susceptible to break-ins, robbery, and violence. We strongly request a fence be constructed between the north of the park and south of 2251 SW Sampson Road. The fence would aide park visitors in clearly understating where park property ends, and agricultural private property begins. Without a fence, would cause my family unnecessary panic each time someone strayed onto our property from the park, in not knowing the persons intent. In addition, the absence of a fence creates a liability for my family in the event a park visitor gets hurt on my property. I

contrast your responsibilities in this manner to what my responsibilities would be if I had agricultural animals on my property in that I would be required to have a fence to contain the animals from property beyond my property boundaries.

- 2) Water drainage is a very big problem on Sampson Road. Much of the park land and Sampson road floods during rains as the land is mostly low lying, flat, and ditches are unable to support the amount of rainwater run-off. I've met with the city numerous times about this issue and have been told there is nothing they can do given the land topography and no improvements to Sampson road are planned. As you study the drainage issue, we would ask that you NOT do anything that would create a drainage problem on our property.
- 3) According to Capital Projects web page for Lee's Summit Parks & Recreation "Eagle Creek/Park West". The estimated project construction schedule shows construction October 2022-June 2023. I don't want to assume anything, so can you please tell me if the park property will be "share cropped" going forward in 2023 and beyond? Reasons for asking, is the farmer that's been farming the property sprays for weeds and grasses, that blows onto our property killing the vegetation including trees. If the property will NO longer be share cropped, we can make plans for additional planting closer to the property line.
- 4) I had read where the park would NOT have lights and hours would be from 05:00am to 11:00PM. If this is true, why would the park be open before dawn and after dusk? Why wouldn't the hours follow the same as the "remote control airfield" and horse trail park on Sampson Road? To allow access before dawn and after dusk is only going to attract and provide a place for visitors whose purpose does NOT align with the parks purpose ie. A hangout for illegal drugs, alcohol use, violence, and other criminal activities.

In closing, please keep us abreast of continuing developments with regards to the park development. The US mail service on Sampson Road is hit and miss. Don't understand why and the US mail service is unable to explain either, but I've had to move all important correspondences to email and electronic.

regards  
Chris Schreck

**From:** Steve Casey  
**Sent:** Monday, April 24, 2023 5:27 PM  
**Subject:** RE: Eagle Creek/Park West Development concerns

Mr. Schreck,  
Thank you for your comments and concerns about future park development along Mouse Creek on the Park West 50 acres off of Sampson Road. We will forward your comments and concerns along to our Parks and Recreation Board. To summarize our phone conversation from 4/12, you had expressed concern not specifically about the park development itself, but a perceived security issue with park patrons trespassing onto your property. You had indicated that back when you were considering purchasing the property, you had a conversation with the city about any adjacent future development. The city had informed you at that time there were no preliminary plans for the park in 2016. This is correct and at that time no plans had been developed.

From our conversation, I made three points in particular 1) that the development of the master plan back in Jan-Feb of this year went through a community input process in which surrounding neighbors were invited to participate and make comments. The master plan is preliminary at this time. 2) that



there was no timetable for the development of the west 2/3 of the park adjacent to your property. It is currently unfunded and not on our five-year CIP and 3) that it would not be our intention to build any fencing or artificial barriers along the north park property line as part of the development of the park. As a precedent, we do not typically “fence in” park property. Our park neighbors generally seem to enjoy having park and open space in their backyards. If they are concerned and want clear delineation of their property, they will install fencing or landscaping on their own accord.

Regarding your comments and questions in the follow up email I would like to respond and clarify.

1. In response to point #1, a formal application for the project has not been submitted to the city. I am not aware of anything in the city’s Unified Development Ordinance that would require barrier fencing of parks development (AG zoned) and separation with other Agriculturally zoned properties.
2. In response to point #2, Issues related to drainage and floodplain on the property are protected by the US Army Corps of Engineers. Engineering would need to be conducted to confirm any possible impact of park development on storm water. The city of Lee’s Summit Public Works Department is making stormwater and roadway improvements to Sampson Road in this general area and the project is in preliminary engineering. If you would like more information on schedule and details of the project you can contact John Persing at Public Works Engineering (816.969.1848)
3. In response to point #3, The park site is currently farmed by a tenant and will continue in the immediate future until a firm park development schedule is determined. We can communicate your concerns about spraying along the property line to our tenant.
4. In response to point #4, The hours you listed are LSPR park hours. The remote control airfield and horseback trails are operated by Jackson County Parks and may have different operational hours.

We appreciate your concern as a parks neighbor. I will share your comments with the Parks and Recreation Board and will certainly keep you in the loop on any updates to the project.

Regards

**Steve Casey, PLA, ASLA** | Superintendent of Park Planning and Construction II

**From:** Dean Mansur  
**Sent:** Monday, May 8, 2023 10:15 AM  
**To:** Park Board <[ParkBoard@cityofls.net](mailto:ParkBoard@cityofls.net)>  
**Subject:** Kensington Park

Good morning,

As a resident of Lee's Summit subdivision, Kensington Farms, I was hoping that the board may discuss the build out of land that is already owned by Lees Summit Parks and Recreation. Has there been any preliminary discussion on developing Kensington Park? Our residents would greatly appreciate this, especially as this subdivision is growing quickly.

Thanks,  
Dean

**From:** Joe Snook  
**Sent:** Monday, May 8, 2023 3:12 PM  
**To:** Dean Mansur  
**Subject:** RE: Kensington Park

Dean,

Thank you for your email and interest in the Kensington Park property. The current Capital Improvement Plan (CIP) does not allocate financial resources for the development of that property. The land, donated by the initial developer, for the park is located on the southwest corner of the property and is not a good location to best serve our community or the residents in the Kensington Farms area. Attached is a screen shot of the park boundaries.

The site is challenging for several reasons: 1) It does not have direct vehicular access, 2) any water source will be from the rural water district, 3) the location has limited Lee's Summit residents in close proximity, 4) there are some topography challenges, and 5) the road servicing that location, at last visit, was chip and seal and in less than a desirable condition. LSPR approached the initial developer several years ago to discuss the feasibility of a new location for the park but that conversation was cut short when the developer faced financial hardships. LSPR remains open to future discussions and/or considerations for a different park location that will better serve our community and our neighbors in Kensington Farms.

In the meantime, Osage Trails Park is located a short distance to the north of Kensington Farms on Pryor Road. You can find more information about this wonderful neighborhood park at the following link.

[Osage Trails Park \(cityofls.net\)](https://cityofls.net/osage-trails-park)

Sincerely,

**Joe Snook, M.S., CPRP** | Administrator of Parks & Recreation



Joe,

Thank you for your response.

It is my understanding that the undeveloped land surrounding the park location is under contract to be purchased by another developer. I am not sure where they are at in the process, but I believe the developer is Ashlar Homes based on an engineering plan review that was submitted and subsequently withdrawn earlier this year from the CityView Portal. If this developer finishes the original plans and the park is connected as the photo below indicates, do you think that this park would be considered for future development, or does the topography issue still stand?





#### Map Legend:

<span style="background-color: green; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Available Lot
<span style="background-color: yellow; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Sold Lot
<span style="background-color: blue; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Future Inspired Homes Development: Cottages - approx 52 lots
<span style="background-color: purple; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Spec Home
<span style="background-color: red; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Land not owned by Inspired Homes
<span style="background-color: white; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Sold Home
<span style="background-color: green; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Open Space
<span style="background-color: purple; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	City of Lee's Summit

Further, Cass County Public Water Supply District 3 intends to upgrade their current water main from a 6-inch to 8-inch pipe to support the development that is occurring in the area (as mentioned in the City of Raymore's study on the reconstruction of Ward Road from 58 to 163rd). Would this impact the worries about the "rural" water district?

Thanks,  
Dean

Dean,

Thank you for the follow up email and additional information. I am not aware of the updates you provided regarding a new developer or the planned upgrades by Water District 3 however we will look into them. Once we confirm the information staff can review the feasibility and value of a future park development at that location including a thorough review of the topography. If we confirm the new developer, I think our first step will be to reach out and inquire about the possibility of moving the potential park land to a location that would better serve our community and Kensington Farms.

We will keep you updated on our findings.

Sincerely,

**Joe Snook, M.S., CPRP** | Administrator of Parks & Recreation

The Contact Parks online form from the cityofls.net website was submitted.

Name: Adam Stephens

Message: I just want to write a note of thanks for the Eagle Creek Project (Mouse Creek). I am very excited to take my kids to play there as they grow up. It definitely helps making the decision to stay in the neighborhood an easy one.

In particular I appreciate the effort to preserve all the existing trees and incorporate as much natural landscape as possible. The only drawback with many Lee's Summit parks is the lack of shade which makes them hard to use in the summer. Thank you for preserving the cool places. Currently there is a large wildlife population that utilizes this land. I always feel bad about the cost of progress but hopefully some areas will still be useful to these displaced creatures.

Mr. Stephens:

I appreciate your comments and will share them with our Parks and Recreation Board. We recognize the need to preserve and create shade in our parks. We intend to make every attempt to preserve as much of the natural character of the property as we develop park amenities. We will also pursue opportunities if budget allows to create some artificial shade with shelters and shade canopies over playground equipment. I am also a resident of Eagle Creek and appreciate the wildlife and habitat within the area along the stream corridor and treed areas. It's a great area and we are anxious to bring some park amenities to the neighborhood and allow more residents to experience the park.

Thanks again!

The Contact Parks online form from the cityofls.net website was submitted.

Name: Jennifer Dahmer

Message: Hello! All of these new parks are being built in Lees Summit and not a single one of them is inclusive! There are parks being built all across the Kansas City area that are inclusive for children, those with disabilities included. Us and many other families travel to different towns that do have inclusive parks. How can we change this? It's sad that inclusivity isn't the first point of a park....a survey of this in the town is a horrible idea and still not inclusive. Anyone coming the guy should be able to stop and play. Not even mulch is inclusive. How can I help? How can I be an advocate? I plan on contacting fox 4 news as well about this. Thank you.

Ms. Dahmer

Thank you for your comments regarding inclusive play in Lee's Summit. I reached out to you and left a voicemail on 4/25 to follow up. I wanted to make you aware that there is an inclusive playground at Legacy Park. The Joseph A. Dyke destination playground was built in 2006 and includes several inclusive play structures with swings, a sway motion glider, an elevated structure with ramp transfer points, and ground level play components. The surface is also pour-in place for increased mobility.

To clarify a couple of your points. Playground engineered wood fiber surfacing is an approved playground surfacing according to the Americans with Disabilities Act (ADA). We have 26 playgrounds in our park system. All have ADA surfacing of some type whether it be pour-in place, rubberized tile, synthetic turf, or engineered wood fiber. Over the next five years LSPR will be phasing out engineered wood fiber for synthetic turf at all of our playgrounds to improve maintenance and accessibility. Also all of our playgrounds currently meet accessibility standards for clear access to and from the playground (accessible parking designations, sidewalk width/slope/access, and ramps)

In 2018, an outside consulting firm performed an ADA audit of all of LSPR facilities and parks. It was determined that our park playgrounds met and/or exceeded most standards for accessibility. I am happy to make this report available to you for review.

When we review playground proposals for new playgrounds careful consideration is given to ADA accessibility among several other factors in the selection of playground equipment. Commercial playground equipment is a rapidly evolving industry with advances in types of play changing on a continuous basis with consideration given to safety, age appropriateness, sensory activities, inclusivity, physical and mental coordination, free play creativity and imagination, education, socialization, and core mobility. These, among other considerations, are factored into playground design for children of all abilities.

Taking all of these factors in to account, LSPR is looking into locations for a second inclusive playground site in the south part of Lee's Summit that can be integrated into a destination park with details to be determined. At the appropriate time, we intend to work with stakeholders and advocacy groups to assist in the planning process.

Thank you for your comments and concerns. As with all patron comments, I will forward your feedback to the Parks and Recreation Board. In the meantime, let me know if we can answer any questions.

Regards,

**Steve Casey, PLA, ASLA** | Superintendent of Park Planning and Construction II

# 2023 MAY

## Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	01	02	03	04	05	06 Tour de Lakes Training Ride 9am @ Aristocrat Motors
07	08 Park Board Budget Sub Committee 7:00pm Strother Conference	09 City Council Meeting - 6:00pm  Meet me in the Park	10	11	12	13 Fishing Derby - 10:30am Legacy Lake
14	15	16 City Council Meeting - 6:00pm	17	18	19 Celebration of the Arts - LPA 6:30pm	20
21	22	23 City Council Meeting - 6:00pm	24 Park Board Meeting - Strother Conference Room - 6:00pm	25	26	27 Summit Waves opens at 11am
28	29	30	31	01	02	03
04	05	06	07	08	09	10



# 2023 JUNE

## Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01	02	03
04	05	06 City Council Meeting - 6:00pm	07	08	09 Night Flight - 9:00pm at LPA	10 Blues Fest - 7:00pm at LPA
11 Fam! Fun Nigh 8:30pm at Summit Waves	12	13 City Council Meeting - 6:00pm	14	15	16	17
18	19	20 City Council Meeting - 6:00pm	21	22	23	24 Tour de Lakes 7:00am at LVCC
25 Dive In Movie 8:30pm at Summit Waves	26	27	28 Park Board Meeting - Strother Conference Room - 6:00pm	29	30	01
02	03	04	05	06	07	08