



April 25, 2018

To: Parks & Recreation Board

Brian Hutchin, President
Tyler Morehead, Vice President
Mindy Aulenbach, Treasurer and Chairman of Budget Committee
Hope Davis
Samantha Shepard
Lawrence Bivins
Steve Hardin
Nancy Kelley
Marly McMillen
Rob Binney, City Council Liaison

From: Joe Snook, CPRP

Administrator of Parks & Recreation

Re: Proposed FY19 Parks & Recreation Budget

Attached, please find the FY19 proposed budget for all Parks & Recreation funds. These budgets have been developed based on priorities identified at the Board Retreat held on November 10, 2017 and Staff Retreat held on October 13, 2017.

I am pleased to report for the fiscal year 2019; we anticipate generating over \$4,950,000 in revenue from fees, charges, and sponsorships. Additionally, \$3,400,000 is anticipated from property taxes, all to be used to deliver an extraordinary array of parks and recreation services, facilities and parks. Capital projects will be undertaken with the use of our sales tax revenues combined with fund reserves that have been set aside for various capital improvements. In the packet, you have been provided:

- The ***FY2019 Fund Summary Comments*** which describes significant changes, activities and projects for FY19. (pages 1-8)
- 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 FY17 and projected ending balances for FY18 and FY19. (page 9)
- The ***FY2019 Board and Staff Priorities – Project and Expansion Requests*** report describes projects and expansion items as they relate to LSPR goals for this year and five years out. (pages 10-11)
- 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 12-27)

Lee's Summit Parks
& Recreation Board

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Member, National Recreation
& Park Association

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& Recreation Association



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Other attachments include:

- Terminology/Useful Things to Know (pages 28-29)
- Fund Balance Policy Resolution (page 30)
- LSPR Organizational Chart (page 31)
- Beautification Commission MOU, Work Plan, Budget Summary (pages 32-37)
- Public Works/Cemetery MOU, Fee Allocation, Budget Summary (pages 38-47)
- Full-Time and Part-Time Compensation Schedules (pages 48-51)
- Training and Licensing Plan/Training Goals and Key (pages 52-58)
- VERP Schedules (pages 59-61)
- Replacement Schedules (pages 62-65)
- Capital Project Funding Report-Current Project Work Plan (page 66-67)



FY 2019 Fund Summary Comments

All Funds

- **CORE BUDGET EXPENDITURES – Full time only**

- The FY19 budget reflects a 2% Wage/Merit increase.
- Health and Dental Insurance – A blended rate (average of individual to full family coverage) is used for budgeting purposes. The blended rate used for FY19 - \$13,481 per full time employee; the blended rate used for FY18 - \$11,575 per full time employee.
- Retirement (LAGERS) – required funding of 10.4% of salary for FY19; required funding of 10.6% of salary for FY2018.

Gamber Community Center- Fund 201

FY18 Projections

Attendance: 89,200

Memberships: 322 LS Passport; 456 Gamber Community Center; 12,503 Silver Sneaker Visits

Projected Fund Balance @ 6/30/18: \$497,768

Revenue from Rentals: \$157,760

Number of Fitness Classes Held: 1,350

FY19 Requested Budget:

Expenditures	Revenues	Net
\$449,193	\$489,796	\$40,603

- **ACTIVITY FEES**

- Revenue from Instructional Activity Fees held at the facility was moved to Fund 530 (Harris Park Community Center) in October 2017. Membership fees related to the Silver Sneakers program are projected to continue to increase. The Father/Daughter dances continue to provide net revenue for the facility.

- **FACILITY RENTALS**

- Facility Rentals from church, wedding, and business meeting rentals continue to be an excellent revenue source for Gamber Community Center; however, the facility has experienced a slight decline in event package rentals compared to prior years. Facility management has lowered expectations for Gamber Event Package rentals from 85 per year to 51 per year in the FY19 budget.

Gamber Community Center- Fund 201(cont'd)

- **PERSONNEL SERVICES**

- The FY18 projection reflects a decrease in full time salaries due to a vacancy in the Assistant Administrator position throughout FY18. A decrease is projected in Part Time Salaries due to the Recreation Supervisor and related instructional classes being moved to Fund 530.

NOTE: The Gamber Community Center operations continue to be subsidized by an annual transfer of \$175,000 from the sales tax proceeds in Fund 410.

Legacy Park Community Center – Fund 202

FY18 Projections

Attendance: approximately 318,000

Memberships: 7,584

Projected Fund Balance @ 6/30/18: \$1,564,859

Revenue from Rentals: \$75,062

Number of Fitness Classes Held: 4,420

FY19 Requested Budget:

Expenditures	Revenues	Net
\$1,938,419	\$2,107,284	\$168,865

- **ACTIVITY FEES**

- Activity Fee revenue in FY19 is anticipated to be lower than previous years due to restructuring the RevUp program. The FY19 budget includes revenue from fitness classes held at the Legacy Park Amphitheater.

- **MEMBERSHIPS**

- Membership revenue from annual and flex memberships sold at LPCC is expected to continue to increase into FY19. Below is the current Legacy Park Community Center fee structure which has been in place for several years:

Annual Membership

\$190 – Discounted Rate for Lee’s Summit residents

\$225 – Regular Rate

Flex Membership (monthly billing)

\$25 Enrollment Fee plus 1st month fee due at time of enrollment

\$15.83/month – Discounted Rate for Lee’s Summit residents

\$18.75/month – Regular Rate

Daily Rates (for single visits)

Resident - \$6.00

Non-Resident - \$8.00

Legacy Park Community Center – Fund 202 (cont'd)

- **FACILITY RENTALS**

- Revenue from Legacy Park Community Center facility rentals is projected 4% higher than budget for FY18 and is budgeted 12% higher than projections for FY18 due to increasing demand for pool party rentals.

- **CONTRIBUTIONS – SPONSORS**

- The FY19 budget includes \$15,000 in sponsorships from a local hospital consistent with previous years.

- **PERSONNEL SERVICES**

- The cost of Personnel Services for FY18 is projected lower than budget due to the vacancy of the Assistant Administrator position throughout FY18. The FY19 budget includes an additional .15 FTE for a superintendent, increases related to minimum wage, an increase in custodian, head lifeguard, and facility supervisor pay rates, and additional hours for weight room attendants to service paddleboard/bike/canoe rentals.

- **PROFESSIONAL FEES**

- The FY19 budget includes a \$7,500 expansion for 50th Anniversary celebrations and a \$360 expansion for a shredding contract.

- **FURNITURE, FIXTURES AND EQUIPMENT**

- The FY19 budget includes a \$5,055 expansion for Front Desk Cameras.

- **MAINTENANCE & REPAIR - BUILDING**

- The FY18 projections include an addition of office carpet, repair of handicap doors, track painting, and LED lights not included in the original FY18 Budget. The FY19 budget includes funding for glulam replacement at LPCC. FY19 Expansion includes \$3,300 for VGB pool drain grates.

- **CAPITAL OUTLAY**

- The FY18 projections include savings from Gym Cameras, Aquatics Ceiling Paint, and Strength Equipment. The FY19 budget includes \$6,300 for ADA Ramp Maintenance, \$27,000 for Cardio Equipment Maintenance and \$20,000 to replace the eye brow wood trellis structure at LPCC.

Harris Park Community Center - Fund 530

FY18 Projections

HPCC Attendance: approximately 203,000 participants

Projected Fund Balance @ 6/30/18: \$522,818

Revenue from Rentals: \$137,265

Number of Program Classes Held: 473

Number of Fitness Classes Held: 312

FY19 Requested Budget:

Expenditures	Revenues	Net
\$1,463,089	\$1,589,963	\$126,874

- **CAMP SUMMIT**
 - Revenue from the Camp Summit summer program is projected to be slightly higher in FY19 compared to prior years due to an increase in weekly summer camp enrollments anticipated.
- **LEGACY PARK AMPHITHEATER**
 - Attendance at Legacy Park Amphitheater during summer 2017 was lower than anticipated. One concert was canceled due to severe weather. The FY19 budget includes 4 ticketed acts performing at Legacy Park Amphitheater as opposed to 6 ticketed acts in the FY18 budget.
 - Amphitheater sponsorship expectations have been lowered resulting in lower contribution revenue and decreased professional fees expenses.
- **HARRIS PARK COMMUNITY CENTER**
 - Facility Rental revenue continues to be a consistent source of revenue for Harris Park Community Center. The FY19 budget includes a 15% rental fee charged to the Athletic and Instructional programs held at the facility.
 - FY18 projections reflect no change in budgeted funding for the cubby refinishing project at Harris Park Community Center. There are no Capital Outlay items in the Fund 530 FY19 budget.
 - The FY19 budget includes a \$900 expansion to paint pickleball lines on the gymnasium floor at Harris Park Community Center.
- **SYLVIA BAILEY PARK**
 - Activity Fees projections for FY18 were slightly lower than budget due to attendance at the Haunted Maze events held at Sylvia Bailey Park being lower than originally anticipated.
 - The FY19 budget includes \$2,500 in anticipated facility rentals.
- **SPECIAL EVENTS**
 - The FY19 budget includes a \$3,500 expansion for a special events trailer.

FY18 Projections

Projected Fund Balance @ 6/30/18: \$2,054,174

Revenue from Rentals: \$43,659

Number of Friends of the Park: 5,984

Number of LSPR Facebook Page Followers: 9,915

FY19 Requested Budget:

Expenditures	Revenues	Net
\$3,489,078	\$3,615,684	\$126,583

- **ADMINISTRATION**

- The Property Tax projection includes a levy rate of \$.1597 per \$100 of assessed value with growth anticipated.
- FY18 Projections include \$4,000 to convert the registration website into a mobile friendly site. This expense was not included in the original FY18 budget and was added to projections after being identified as a goal by staff/board during the 2017 retreat.

- **PARK OPERATIONS & LEGACY PARK**

- Asphalt – Asphalt projects in the FY19 budget include \$60,000 for Upper Banner trail crackfill and sealcoat, \$40,000 for Legacy Softball parking lot asphalt replacement, \$25,000 for Legacy Baseball parking lot asphalt replacement, \$20,000 for Pleasant Lea trail crackfill and sealcoat, and \$35,000 for Legacy Loop asphalt repairs.
- Maintenance & Grounds - FY18 projections include a \$2,000 increase for park entry sign replacements and repairs, \$3,000 increase for new Greenway signage, and \$8,000 increase to replace playground mulch lost during flooding events in July to maintain proper playground safety standards. The increase was partially offset by a Bioswell maintenance bid/contract coming in several thousand dollars less than anticipated, Summit Shelter light repairs being removed from the budget, and savings in distance markers for trails.
- Water/Sewer – The FY19 budget includes \$2,000 for fountains that were not included in the FY18 Budget, an additional \$1,500 in Dogwood Park water charges based on prior year actual usage, and \$30,000 for a full season's operation of a 2nd splashpad in the parks system at Lea McKeighan North Park. The approved FY18 Budget had \$10,000 budgeted for a half-season of Hartman Park splashpad water which was removed from the FY19 Request.
- Rock & Gravel – FY18 Projections include \$7,500 in unbudgeted rock necessary to repair a drainage channel at Deer Valley Park.
- Capital Outlay – Capital expansion items in the FY19 budget include \$13,980 for outlet receptacles at three football fields at Legacy Park, \$9,932 to add year-round restroom heat/electricity to the restrooms at Miller J. Fields Park and Lea McKeighan Park, and \$85,765 for a Morton Storage Building.

Parks and Recreation – Fund 200 (cont'd)

- **BEAUTIFICATION COMMISSION**

- The budget for the Beautification Commission is included in this fund and, if approved, will require a transfer from the General Fund of \$60,539. The FY19 budget includes the continuation of the Downtown Planter Project (\$18,000), the Adopt-a-Spot Program (\$8,000), and Tree Board activities (\$2,000)

Aquatics – Fund 203

FY18 Projections

Attendance: 84,335 participants

Projected Fund Balance @ 6/30/18: \$188,847

Revenue from Rentals: \$22,684

Number of Program Classes Held: 126

Special Events Held: 7

FY19 Requested Budget:

Expenditures	Revenues	Net
\$627,931	\$653,284	\$25,353

- **GATE RECEIPTS**

- Revenue from Gate Receipts for FY18 is projected higher than the original budget due to higher facility single visit and Teen Night participation. A competitor to Summit Waves (Super Splash USA in Raytown) closed last year and is expected to remain closed in 2018; Summit Waves has been reaping the benefits of increased visits from the neighboring communities this competitor once served. The FY19 budget includes \$48,100 for Camp Summit pool passes.
- Summit Waves offers an Early Bird Special of \$10 off the purchase of season passes purchased before May 1st.

- **MAINTENANCE AND REPAIR-BUILDING**

- FY18 projections reflect unanticipated cabana repairs and blue tot slide recoating not included in the original budget. The FY19 budget reflects decreases in paint, pump maintenance, and winterization costs compared to prior years.

- **WATER/SEWER**

- FY18 projections and the FY19 budget reflect a significant decrease in water charges due to leaks in the waterfall/foundation being repaired. Cracks in the pool foundation resulted in a substantial loss of water in previous fiscal years.

Aquatics – Fund 203 (cont'd)

- **CAPITAL OUTLAY**

- Capital expansion items in the FY19 budget include \$24,506 for VGB drain grates and \$750 for a monitor to display Did You Know facts at Summit Waves.

Cemetery – Fund 204

FY18 Projections

Grave Spaces Sold: 85 Regular; 7 Crémation; 3 Columbarium Niche

Projected Fund Balance @ 6/30/18: \$1,339,042

Revenue from Grave Openings: \$68,950

FY19 Requested Budget:

Expenditures	Revenues	Net
\$204,363	\$204,688	\$325

- **SERVICES**

- The FY18 projection reflects no change in burials experienced over what was anticipated in the budget. The cemetery charges a grave opening fee of \$300 for a cremation opening and \$800 for a standard grave opening. An additional \$150 fee is charged should the opening be conducted on a weekend or holiday. Monument Engraving services were removed from the schedule of services in fiscal year 2018.

- **MONUMENT SALES**

- Monument sales are budgeted at a 40% gross margin. The FY19 budget reflects a 10% decrease in the sale of monuments and vases due to limited availability of plot space remaining for sale.

- **SALE OF PERSONAL PROPERTY**

- The FY19 budget reflects the projected end of grave property availability in late Fall 2018. Cemetery management anticipates only 26 plots will be left for sale as of July 1, 2018. (\$26,000 revenue in FY19 compared to \$85,000 in FY18) The FY19 budget also reflects \$6,500 in additional columbarium niche space sold as a result of the lack of grave property available.

Construction Fund – Fund 327

FY19 Requested Budget:

Expenditures	Revenues	Net
\$2,835,000	\$3,352,500	\$517,500

The projected fund balance at the end of FY18 is estimated at \$5,990. The CIP Plan includes funding towards the following projects in FY19.

Arts in Parks	\$ 10,000
Harris Park Restrooms	110,000
Hartman Park Trailhead	250,000
Howard Park Renovation (total project estimate - \$900,000)	700,000
Langsford/Ruiz Trail Extension	100,000
LSPR Greenway Master Plan Update	20,000
Summit Park Renovation (total project estimate - \$1,600,000)	1,225,000
Wave Pool at Summit Waves (total project estimate - \$5,000,000)	420,000
Total	<u>\$2,835,000</u>

Park COP Debt – Fund 410

FY19 Requested Budget:

Expenditures	Revenues	Net
\$3,275,000	\$3,919,125	\$644,125

The projected fund balance at the end of FY18 of \$9,367 will provide additional funding for the planned projects in FY19.

- Net Sales Tax revenue (Sales Tax Proceeds less EATS) for FY19 is projected to be \$221,125 higher than projected for the FY18 year.
- Expenditures include:
 - Transfer to the Gamber Community Center Fund for operating expenditures of \$175,000.
 - Transfer to the Construction Fund totaling \$3,100,000 to fund planned projects.

REVENUE AND EXPENSE BUDGET PROPOSAL

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

	Fiscal Year 2017		Fiscal Year 2018				Fiscal Year 2019		Fiscal Year 2019	
	Actuals		Budget	Projected	Budget	Projected	Maintenance		Requested	
	Revenue	Expenditures	Revenue	Revenue	Expenditures	Expenditures	Revenue	Expenditures	Revenue	Expenditures
Fund 201										
Gamber Community Center	522,876	487,832	536,021	510,085	494,725	440,296	489,796	445,864	489,796	449,193
Total	522,876	487,832	536,021	510,085	494,725	440,296	489,796	445,864	489,796	449,193
Fund 202										
Legacy Park Community Center	2,082,912	1,805,246	2,069,387	2,178,709	1,936,555	1,952,121	2,107,284	1,859,704	2,107,284	1,938,419
Total	2,082,912	1,805,246	2,069,387	2,178,709	1,936,555	1,952,121	2,107,284	1,859,704	2,107,284	1,938,419
Fund 530										
Harris Park Community Center	1,345,000	1,326,857	1,670,914	1,488,145	1,557,516	1,412,310	1,589,963	1,458,689	1,589,963	1,463,089
Total	1,345,000	1,326,857	1,670,914	1,488,145	1,557,516	1,412,310	1,589,963	1,458,689	1,589,963	1,463,089
Fund 200										
Parks and Recreation	3,604,913	3,288,083	3,455,964	3,643,532	3,340,025	3,954,631	3,615,661	3,379,401	3,615,661	3,489,078
Total	3,604,913	3,288,083	3,455,964	3,643,532	3,340,025	3,954,631	3,615,661	3,379,401	3,615,661	3,489,078
Fund 203										
Aquatics Center	749,331	834,458	653,383	674,998	639,502	612,702	653,284	602,675	653,284	627,931
Total	749,331	834,458	653,383	674,998	639,502	612,702	653,284	602,675	653,284	627,931
Fund 204										
Cemetery	236,489	213,940	264,370	265,019	226,476	234,892	204,688	204,363	204,688	204,363
Total	236,489	213,940	264,370	265,019	226,476	234,892	204,688	204,363	204,688	204,363
Funds 327										
Construction Funds	2,033,928	602,458	-	4,540,000	-	2,100,000	3,352,500	2,835,000	3,352,500	2,835,000
Total	2,033,928	602,458	-	4,540,000	-	2,100,000	3,352,500	2,835,000	3,352,500	2,835,000
Fund 410										
Parks Sales Tax	3,582,015	3,558,497	3,772,442	3,798,000	4,645,405	6,745,405	3,919,125	3,275,000	3,919,125	3,275,000
Total	3,582,015	3,558,497	3,772,442	3,798,000	4,645,405	6,745,405	3,919,125	3,275,000	3,919,125	3,275,000
TOTAL ALL FUNDS	14,157,464	12,117,371	12,422,481	17,098,488	12,840,204	17,452,357	15,932,301	14,060,696	15,932,301	14,282,073

FUND BALANCE REPORT

Fund		Actual FY17	Budget FY18	Projected Balance FY18	Maintenance Balance FY19	Requested Balance FY19	Fund Balance Notes:
Fund 201	Gamber Community Ctr	427,979	469,275	497,768	541,700	538,371	Fund Balance Policy-15% of budgeted operating expenditures (\$67,379)
Fund 202	Legacy Park Community Ctr	1,338,270	1,471,102	1,564,858	1,812,438	1,733,723	Fund Balance Policy-15% of budgeted operating expenditures (\$290,763)
Fund 530	Harris Park Community Ctr	446,928	560,326	522,763	654,037	649,637	Fund Balance Policy-15% of budgeted operating expenditures (\$219,463)
Fund 200	Parks & Recreation	2,365,273	2,481,212	2,054,174	2,290,434	2,180,757	Fund Balance Policy-15% of budgeted operating expenditures** (\$523,362)
Fund 203	Aquatics Center	126,553	140,434	188,849	239,458	214,202	Fund Balance Policy-15% of budgeted operating expenditures (\$94,190)
Fund 204	Cemetery	1,308,916	1,346,810	1,339,043	1,339,368	1,339,368	Trust fund set up to sustain operating costs once Cemetery at capacity.
Fund 327	Construction Funds	569,521	569,521	5,990	523,490	523,490	This fund is used for construction project tracking.
Fund 410	Park COP Debt Fund	3,056,772	2,183,809	9,367	653,491	653,491	Fund used to record sales tax proceeds and pay outstanding debt for Certificate of Participation through 3/31/18. Cash is transferred to the Construction Fund for capital projects.

** The Fund Balance in Fund 200 will be maintained at the level that will cover any shortage of minimum fund balances for Funds 201, 202, 530, and 203.

1 YEAR GOALS for FISCAL YEAR 2019

LSPR STAFF GOALS		
1-YEAR-GOALS	Votes	Weighted Votes
Digital Banners	17	44
Heat in restroom	15	35
Storage at shop facility	12	27
LPCC Front drainage issue/repairs	11	23
Link LS to Katy Trail	10	22
TV's at facilities for (DYK, concessions, events, ads, etc)	10	22
Nature Center - What/Where	9	21
POD at LPA during season	9	17
Revamp DYK	9	17
Sell the show wagon	9	17
Text Members/Community/Staff	8	17
* Implement Part Time Pay Scale	8	14
DYK fact signage in parks	7	13
Excavator (mini)	7	13
Free bikes at Harris Park	7	13
*Build a restroom/comfort station HPCC (Lion)	5	12
Grow HPCC Fitness	8	12
Convert cycle room for additional usage	5	11
Multiple storage facilities (PCOC)	5	11
Phase 1 Design Bailey	5	11
Storage at Bailey	5	11
Comfort Station - Pottberg	6	10
Complete Lea McKeighan North	7	10
Replace Landscape Beds at GCC	6	10
Summit Park Renovation	5	10
Trends team (create)	4	10
Wood Glulam stain/repair LPCC	5	10
Howard Park upgrades	4	9
Profitable LPA	7	9
* Palm Tree Replacement	5	8
Outdoor Classroom	5	8
Additional support for procurement/project management	4	7
Review policy on watercrafts	4	7
50 year big blowout celebration	3	6
ADA transition	3	6
Bike trailheads	3	6
Cemetery Wi-Fi-locate graves	3	6
Evaluate and add to Movies in the Park	3	6
Free Fishing Program	3	6
GCC weight room equipment	3	6
Kid Swag	3	6
Review/revise resources on social media	3	6
Update trails master plan	3	6
Upgrade trailers-equipment too large	4	6
VGBA grate replace,ent - SW and LPCC	3	6
* Family member options	3	5
* Park App	4	5
LPA Marketing	2	4
Survey community for LPA (what they want)	2	4
Adult flag football	1	3
Comfort Station at Hartman Park	1	3
More outdoor adult fitness equipment	1	2
Parking lots at soccer practice/football	2	2
LPA Bootcamp	1	1
Addition to watercrafts at LPCC	0	0
Brag about Accreditation	0	0
Implement Referral Program/Programs	0	0
Pond Hockey	0	0
Teen Programs	0	0

LSPR BOARD GOALS		
1-YEAR-GOALS	Votes	Weighted Votes
Discussion/Resolution to West Community Center	5	14
50 year big blowout celebration	5	12
* Park App	4	11
Link LS to Katy Trail	4	11
Ageless grace program	3	8
Free bikes at Harris Park	3	8
Teen Programs	3	8
Brag about Accreditation	3	7
Summit Park Renovation	3	7
Community Education - Native Landscaping (Plan)	2	6
Review/revise resources on social media	2	6
Bike trailheads	2	5
Complete Lea McKeighan North	2	5
Heat in restroom	2	5
Update trails master plan	2	5
Profitable LPA	2	4
Convert cycle room for additional usage	1	3
More outdoor adult fitness equipment	1	3
Storage at Bailey	1	3
Storage at shop facility	1	3
Text Members/Community/Staff	1	3
Addition to watercrafts at LPCC	1	2
LPA Marketing	1	2
Outdoor Classroom	1	2
Phase 1 Design Bailey	1	2
POD at LPA during season	1	2
Trends team (create)	1	2
* Build a restroom/comfort station HPCC (Lion)	0	0
* Family membership options	0	0
* Implement Part Time Pay Scale	0	0
* Palm Tree Replacement	0	0
ADA transition	0	0
Additional support for procurement/project management	0	0
Adult flag football	0	0
Cemetery Wi-Fi-locate graves	0	0
Comfort Station - Pottberg	0	0
Comfort Station at Hartman Park	0	0
Digital Banners	0	0
DYK fact signage in parks	0	0
Evaluate and add to Movies in the Park	0	0
Excavator (mini)	0	0
Free Fishing Program	0	0
GCC weight room equipment	0	0
Grow HPCC Fitness	0	0
Howard Park upgrades	0	0
Implement Referral Program/Programs	0	0
Kid Swag	0	0
LPA Bootcamp	0	0
LPCC Front drainage issue/repairs	0	0
Multiple storage facilities (PCOC)	0	0
Nature Center - What/Where	0	0
Park Ambassadors/Docent Program	0	0
Parking lots at soccer practice/football	0	0
Pond Hockey	0	0
Replace Landscape Beds at GCC	0	0
Revamp DYK	0	0
Review policy on watercrafts	0	0
Sell the show wagon	0	0
Survey community for LPA (what they want)	0	0
TV's at facilities for (DYK, concessions, events, ads, etc)	0	0
Upgrade trailers-equipment too large	0	0
VGBA grate replace,ent - SW and LPCC	0	0
Wood Glulam stain/repair LPCC	0	0

* Items also identified at the 2016 retreat.

Items in Bold were introduced by the Park Board

5 YEAR GOALS for FISCAL YEAR 2019

LSPR STAFF GOALS		
5-YEAR GOALS	Votes	Weighted Votes
* Hire more staff	18	44
* Fieldhouse	11	26
* South Community Center	11	26
Secure land for future park development	10	21
Crosswalk/pedestrian connection Lea Mc North and South	9	20
* Dredge Legacy Lake	8	19
Maintenance management system	9	18
* Wave Pool-SW	8	16
Restrooms in all parks	7	15
Footgolf	8	14
Complete construction at Bailey	4	11
* Nature Center	6	10
Splashpad at LPCC	5	10
* Arboretum	4	9
* More shade in parks	6	9
Additional birthday party room at LPCC	5	8
Replace roof at LPCC	4	8
Replace/resurface track at LPCC	3	8
Utilize open space at Pleasant Lea	3	8
* Additional slides at SW	4	7
* In-house Procurement officer	6	7
Adventure Course - NFL	3	7
Close patio at LPCC	5	7
Develop park - West - Eagle Creek Trail	4	7
Replace carpet and furniture at GCC	3	6
Walking trail on Legacy Park Drive	4	6
* Safety town	2	5
Splashpad at Hartman	2	5
2nd Disc Golf course	3	4
Pleasant Lea Renovation	2	4
Safety locking system for basketball goals-HPCC/LPCC	2	4
Ice Skating Program	2	3
Revisit trail connector to Lower Banner	2	3
Sunscreen dispensers at SW and other parks	3	3
* Extreme trail trimming	2	2
Explore other sponsorship opportunities	1	2
Plan for Sampson Road Property	2	2
Recycle program for parks	1	2
* Successful teen programming	1	1
Paint concession stand at Hartman	1	1
Update aquatic area at LPCC-Play features	1	1
Fix irrigation at SW	0	0
Fruit trees at Bailey	0	0
Host skateboarding competition	0	0
Open concessions at Hartman	0	0
Use for old banners	0	0

LSPR BOARD GOALS		
5-YEAR GOALS	Votes	Weighted Votes
* South Community Center	6	18
* Fieldhouse	4	12
Additional birthday party room at LPCC	4	11
Plan for Sampson Road Property	4	11
* More shade in parks	3	9
* Wave Pool-SW	3	8
Footgolf	3	8
Recycle program for parks	3	8
Crosswalk/pedestrian connection Lea Mc North and South	3	6
Fruit trees at Bailey	3	6
Ice Skating Program	3	6
Complete construction at Bailey	2	5
Splashpad at Hartman	2	5
Restrooms in all parks	2	4
Walking trail on Legacy Park Drive	2	4
* Additional slides at SW	1	3
2nd Disc Golf course	1	3
Develop park - West - Eagle Creek Trail	1	3
Secure land for future park development	1	3
* Extreme trail trimming	1	2
Adventure Course - NFL	1	2
Host skateboarding competition	1	2
Pleasant Lea Renovation	1	2
* Arboretum	0	0
* Dredge Legacy Lake	0	0
* Hire more staff	0	0
* In-house Procurement officer	0	0
* Nature Center	0	0
* Safety town	0	0
* Successful teen programming	0	0
Close patio at LPCC	0	0
Explore other sponsorship opportunities	0	0
Fix irrigation at SW	0	0
Maintenance management system	0	0
Open concessions at Hartman	0	0
Paint concession stand at Hartman	0	0
Replace carpet and furniture at GCC	0	0
Replace roof at LPCC	0	0
Replace/resurface track at LPCC	0	0
Revisit trail connector to Lower Banner	0	0
Safety locking system for basketball goals-HPCC/LPCC	0	0
Splashpad at LPCC	0	0
Sunscreen dispensers at SW and other parks	0	0
Update aquatic area at LPCC-Play features	0	0
Use for old banners	0	0
Utilize open space at Pleasant Lea	0	0

* Items also identified at the 2016 retreat.

ITEMIZED BUDGET EXPENSE WORKSHEET
GAMBER COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY19

		Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
REVENUES							
ACTIVITY FEES							
4414	0	Activity Fees	\$50,803	\$56,664	\$28,770 ¹	\$25,283	\$25,283
4416	0	Instructional - Adult	\$0	\$0	\$0	\$0	\$0
4421	0	Gate Receipts	\$34,909	\$32,415	\$39,456 ²	\$40,715	\$40,715
4422	0	Membership Fees	\$92,938	\$95,207	\$100,554	\$101,780	\$101,780
Total Activity Fees			\$178,650	\$184,286	\$168,780	\$167,778	\$0
OTHER USER CHARGES							
4504	0	Pro Shop	\$0	\$0	\$0	\$0	
4505	0	Concessions	\$833	\$825	\$776	\$585	\$585
Total User Charges			\$833	\$825	\$776	\$585	\$0
RENTALS							
4442	0	Facility Rentals	\$162,010	\$170,171	\$157,752 ³	\$140,933	\$140,933
Total Rentals			\$162,010	\$170,171	\$157,752	\$140,933	\$0
INTEREST ON INVESTMENTS							
4600	0	Interest on Investments	\$3,714	\$1,800	\$4,124	\$1,800	\$1,800
4601	0	Mark to Market Adjustment	-\$1,888	\$0	\$0	\$0	\$0
Total Interest on Investments			\$1,826	\$1,800	\$4,124	\$1,800	\$0
MISCELLANEOUS							
4711	0	Contributions-Sponsors	\$0	\$0	\$0	\$120	\$120
4716	0	Refunds & Reimbursements	\$72	\$0	\$0	\$0	\$0
4718	0	Cash Over/Short	\$8	\$0	\$0	\$0	\$0
4446	0	Other Revenue	\$4,478	\$3,940	\$3,652	\$3,580	\$3,580
Total Miscellaneous			\$4,558	\$3,940	\$3,652	\$3,700	\$0
TRANSFERS FROM OTHER FUNDS							
5101	410	Transfer from Fund COP	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
Total Transfers from Other Funds			\$175,000	\$175,000	\$175,000	\$175,000	\$0
TOTAL REVENUES			\$522,877	\$536,022	\$510,084	\$489,796	

EXPENDITURES

PERSONNEL SERVICES

7000	0	Salaries - Regular	\$90,338	\$93,448	\$84,039 ⁴	\$88,467	\$88,467
7001	0	Salaries - Part Time	\$119,325	\$123,066	\$102,472 ⁵	\$110,760	\$110,760 ⁷
7002	0	Overtime	\$315	\$0	\$0	\$0	\$0
7008	0	Short Term Disability	\$107	\$107	\$102	\$105	\$105
7009	0	FICA - Employer	\$12,533	\$5,678	\$5,210	\$5,485	\$5,485
7010	0	FICA - PT	\$0	\$7,630	\$6,353	\$6,867	\$6,867
7011	0	Medicare Deduction	\$2,931	\$3,112	\$2,704	\$2,889	\$2,889
7013	0	Car Allowance	\$346	\$390	\$390	\$0	\$0
7014	0	Communication Allowance	\$459	\$460	\$460	\$0	\$0
7015	0	Health/Dental Insurance	\$23,582	\$24,887	\$23,730	\$28,309	\$28,309
7018	0	Life Insurance	\$213	\$275	\$252	\$265	\$265
7019	0	Workers Compensation	\$1,322	\$1,350	\$1,350	\$2,700	\$2,700
7020	0	Long Term Disability	\$311	\$476	\$437	\$460	\$460
7021	0	Unemployment Insurance	\$335	\$1,329	\$1,323	\$426	\$426
7023	0	LAGERS - Retirement	\$9,227	\$9,708	\$8,908	\$9,201	\$9,201
Total Personnel Services			\$261,344	\$271,916	\$237,730	\$255,934	\$255,934

SUPPLIES AND OTHER SERVICES

7200	0	Advertising Expense	\$1,071	\$3,345	\$2,413	\$2,295	\$2,295
7201	0	Organizational Dues	\$0	\$0	\$0	\$0	\$0
7203	0	Insurance Expense	\$10,550	\$7,979	\$7,979	\$4,739	\$4,739
7205	0	Postage Expense	\$0	\$0	\$44	\$0	\$0
7206	0	Printing Expense	\$1,514	\$735	\$907	\$500	\$500
7207	0	Professional Fees	\$42,131	\$49,156	\$32,726 ⁶	\$30,383	\$30,383
7212	0	Other Professional Fees	\$2,925	\$2,320	\$2,430	\$2,940	\$2,940
7213	0	Rentals & Leases	\$3,667	\$3,799	\$4,320	\$4,849	\$4,849
7214	0	Uniform Rental	\$136	\$156	\$138	\$156	\$156
7216	0	Trips and Tours	\$0	\$0	\$0	\$0	\$0
7217	0	Employee Training	\$54	\$216	\$216	\$0	\$0
7221	0	Sanitation Services	\$0	\$1,440	\$1,405	\$1,440	\$1,440
7223	0	Furniture, Fixtures and Equip	\$9,014	\$11,266	\$9,274	\$0	\$3,329 ⁸
7225	0	Miscellaneous Equipment	\$461	\$2,000	\$1,007	\$1,000	\$1,000
7249	0	Consumable Tools	\$63	\$240	\$151	\$240	\$240
7258	0	Telephone	\$2,077	\$1,680	\$1,680	\$2,160	\$2,160
7268	0	Uniforms	\$497	\$900	\$450	\$1,140	\$1,140
7270	0	Office Supplies	\$769	\$850	\$468	\$520	\$520

**ITEMIZED BUDGET EXPENSE WORKSHEET
GAMBER COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY19**

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
7273	0	Janitorial Supplies	\$4,460	\$4,445	\$4,521	\$4,535	\$4,535	
7274	0	Concession Supplies	\$2,098	\$1,319	\$1,085	\$1,610	\$1,610	
7276	0	Recreational Supplies	\$7,495	\$7,410	\$7,924	\$8,740	\$8,740	
7285	0	Bankcard Fees	\$6,230	\$4,825	\$5,344	\$6,000	\$6,000	
7704	0	Miscellaneous Expense	\$91	\$3,954	\$3,949	\$1,000	\$1,000	
7705	0	Discount Expense	\$19,833	\$0	\$870	\$0	\$0	
Total Supplies and Other Services			\$115,136	\$108,035	\$89,301	\$74,247	\$77,576	\$3,329
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	\$12,348	\$25,544	\$25,403	\$7,455	\$7,455	⁹
7301	0	M & R Grounds	\$953	\$2,300	\$1,550	\$1,200	\$1,200	
7302	0	M & R Other	\$0	\$500	\$500	\$1,000	\$1,000	
7304	0	M & R DP Equipment	\$0	\$0	\$0	\$0	\$0	
7306	0	M & R Other Equipment	\$3,049	\$4,000	\$3,531	\$3,250	\$3,250	
Total Maintenance & Repairs			\$16,350	\$32,344	\$30,984	\$12,905	\$12,905	\$0
UTILITIES								
7403	0	Electricity	\$30,506	\$38,200	\$38,993	\$33,670	\$33,670	
7407	0	Water/Sewer	\$10,323	\$10,840	\$9,896	\$10,970	\$10,970	
Total Utilities			\$40,829	\$49,040	\$48,889	\$44,640	\$44,640	\$0
CAPITAL OUTLAY								
8000	0	Capital Outlay	\$22,094	\$0	\$0	\$30,143	\$30,143	¹⁰
Total Capital Outlay			\$22,094	\$0	\$0	\$30,143	\$30,143	\$0
INTERDEPARTMENT CHARGE								
9000	0	ITS-Overhead	\$29,168	\$30,569	\$30,569	\$25,163	\$25,163	
9004	0	MERP Payment	\$2,640	\$2,544	\$2,544	\$2,540	\$2,540	
9007	0	SLERP Payment	\$272	\$278	\$278	\$292	\$292	
Total Interdepartment Charge			\$32,080	\$33,391	\$33,391	\$27,995	\$27,995	\$0
TOTAL EXPENDITURES			\$487,833	\$494,726	\$440,295	\$445,864	\$449,193	\$3,329
NET			\$35,044	\$41,296	\$69,789	\$43,932	\$40,603	-\$3,329
Percent Recovery			107.18%	108.35%	115.85%	109.85%	109.04%	

Footnotes:

¹ The decrease in Activity Fee revenue is related to instructional programs being moved to Fund 530 in FY18.

² The increase in Gate Receipt revenue is related to a higher number of Silver Sneaker visits compared to prior years.

³ The decrease in rental revenue is related to fewer Gamber event package reservations experienced in FY18 compared to prior years. The Gamber Community Center facility manager suspects favorable pricing and alcohol policies at competing venues may be leading to this downward trend in rental revenues.

⁴ The decrease in full time salaries is related to a vacancy in the Assistant Administrator position throughout FY18.

⁵ Decreases are projected in Part Time Salaries due to Recreation Supervisor being moved to Fund 530, lower fitness instructor hours than originally budgeted, and vacancies in the service representative position.

⁶ The decrease in Professional Fees Expense is related to instructional programs being moved to Fund 530 in FY18.

⁷ The FY19 Request reflects an increased hourly rate for the custodian and facility supervisor positions.

⁸ FY19 Expansion reflects \$2,579 for a combo leg extension for fitness equipment and \$750 for new digital signage. The FY18 Budget contained new umbrellas, work station chairs, a screen, and outdoor trash receptacles.

⁹ The FY18 Budget contained \$16,544 for the conversion of the ballroom lights to LED. FY19 Request includes a slight decrease in plumbing/electrical repairs and billard table covers.

¹⁰ FY19 Request contains \$18,943 for A/V projector replacement in the ballroom and \$11,200 for interior patching and painting within the facility.

EXPANSION REQUEST	
Combo Leg Extension - Fitness Equipment Addition	\$2,579
Digital Signage	\$750
Total Expansion	\$3,329

ITEMIZED BUDGET EXPENSE WORKSHEET
 LEGACY PARK COMMUNITY CENTER
 SUMMARY OF PROGRAMS
 FY19

		Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18		Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
REVENUES								
ACTIVITY FEES								
4414	0	Activity Fees	\$176,308	\$194,391	\$203,930	¹	\$176,391	\$176,391 ⁹
4421	0	Gate Receipts	\$190,631	\$187,182	\$183,336		\$189,232	\$189,232
4422	0	Memberships	\$1,603,186	\$1,538,037	\$1,636,588	²	\$1,604,402	\$1,604,402
Total Activity Fees			\$1,970,125	\$1,919,610	\$2,023,854		\$1,970,025	\$1,970,025
OTHER USER CHARGES								
4504	0	Pro Shop	\$472	\$616	\$769		\$618	\$618
4505	0	Concessions	\$1,659	\$2,171	\$2,356		\$2,375	\$2,375
Total User Charges			\$2,131	\$2,787	\$3,125		\$2,993	\$2,993
RENTALS								
4442	0	Facility Rentals	\$83,746	\$71,862	\$75,062		\$84,637	\$84,637 ¹⁰
Total Rentals			\$83,746	\$71,862	\$75,062		\$84,637	\$84,637
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	\$10,488	\$4,000	\$4,000		\$4,000	\$4,000
4601	0	Mark to Market Adjustment	-\$5,362	\$0	\$0		\$0	\$0
Total Interest on Investments			\$5,126	\$4,000	\$4,000		\$4,000	\$4,000
MISCELLANEOUS								
4716	0	Refunds & Reimbursements	\$4,615	\$0	\$1,072		\$1,000	\$1,000
4718	0	Cash Over/Short	\$8	\$24	\$24		\$24	\$24
4446	0	Other Revenue	\$1,587	\$4,586	\$5,054		\$2,086	\$2,086
Total Miscellaneous			\$6,210	\$4,610	\$6,150		\$3,110	\$3,110
CONTRIBUTIONS								
4711	0	Contributions - Sponsors	\$11,860	\$15,000	\$15,000		\$15,000	\$15,000
Total Contributions			\$11,860	\$15,000	\$15,000		\$15,000	\$15,000
TRANSFERS FROM OTHER FUNDS								
5101	0	Transfer from Fund 001	\$0	\$48,000	\$48,000		\$24,000	\$24,000 ¹¹
5101	0	Transfer from Fund 530	\$3,498	\$3,519	\$3,519		\$3,519	\$3,519
Total Transfers from Other Funds			\$3,498	\$51,519	\$51,519		\$27,519	\$27,519
TOTAL REVENUES			\$2,082,696	\$2,069,388	\$2,178,710		\$2,107,284	\$2,107,284
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	\$330,895	\$368,949	\$345,887	³	\$352,651	\$352,651 ¹²
7001	0	Salaries - Part Time	\$590,280	\$581,544	\$603,197	⁴	\$626,624	\$626,624 ¹³
7002	0	Overtime	\$1,535	\$1,500	\$1,274		\$1,500	\$1,500
7005	0	Holiday Worked	\$92	\$0	\$0		\$0	\$0
7008	0	Short Term Disability	\$398	\$466	\$454		\$462	\$462
7009	0	FICA - Employer	\$56,650	\$22,375	\$21,445		\$21,864	\$21,864
7010	0	FICA - PT	\$0	\$36,056	\$37,398		\$38,851	\$38,851
7011	0	Medicare Deduction	\$13,249	\$13,665	\$13,911		\$14,199	\$14,199
7013	0	Car Allowance	\$692	\$780	\$780		\$0	\$0
7014	0	Communication Allowance	\$1,825	\$2,004	\$2,190		\$2,100	\$2,100
7015	0	Health/Dental Insurance	\$80,350	\$107,999	\$101,478		\$124,695	\$124,695 ¹⁴
7018	0	Life Insurance	\$745	\$1,083	\$1,038		\$1,058	\$1,058
7019	0	Workers Compensation	\$39,665	\$40,490	\$40,490		\$40,490	\$40,490
7020	0	Long Term Disability	\$1,074	\$1,877	\$1,799		\$1,834	\$1,834
7021	0	Unemployment Insurance	\$2,502	\$7,640	\$7,506		\$2,595	\$2,595
7023	0	LAGERS - Retirement	\$29,544	\$32,722	\$31,030		\$31,029	\$31,029
Total Personnel Services			\$1,149,496	\$1,219,150	\$1,209,877		\$1,259,952	\$1,259,952
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Exp	\$676	\$1,800	\$1,372		\$1,200	\$1,200
7201	0	Organizational Dues	\$0	\$0	\$0		\$125	\$125
7202	0	Subscription to Periodicals	\$518	\$125	\$102		\$0	\$0
7203	0	Insurance Expense	\$26,825	\$20,571	\$20,571		\$13,942	\$13,942
7205	0	Postage Expense	\$218	\$390	\$353		\$240	\$240
7206	0	Printing Expense	\$4,926	\$3,492	\$2,996		\$3,492	\$3,492
7207	0	Professional Fees	\$51,422	\$48,660	\$70,106	⁵	\$73,663	\$81,523 ¹⁵
7213	0	Rentals & Leases	\$5,739	\$6,058	\$6,413		\$5,837	\$5,837
7214	0	Uniform Rental	\$0	\$0	\$0		\$371	\$371
7217	0	Employee Training	\$1,747	\$3,649	\$3,467		\$3,500	\$3,500
7218	0	Travel & Meeting Expense	\$235	\$0	\$0		\$0	\$0
7221	0	Sanitation Services	\$0	\$2,958	\$3,751		\$3,772	\$3,772
7223	0	Furniture, Fixtures and Equip	\$8,816	\$3,035	\$3,451		\$2,635	\$7,690 ¹⁶
7225	0	Miscellaneous Equipment	\$1,296	\$1,000	\$1,651		\$1,300	\$1,300
7249	0	Consumable Tools	\$403	\$1,550	\$1,250		\$1,550	\$1,550
7258	0	Telephone	\$612	\$650	\$650		\$650	\$650
7259	0	Mobile Telephone	\$2,344	\$1,188	\$1,289		\$768	\$768
7268	0	Uniforms	\$3,738	\$3,845	\$5,190		\$7,246	\$7,246
7270	0	Office Supplies	\$4,631	\$5,550	\$5,690		\$5,550	\$5,550
7271	0	Chemicals	\$10,732	\$12,749	\$12,749		\$13,154	\$13,154
7273	0	Janitorial Supplies	\$25,528	\$26,930	\$27,303		\$30,125	\$30,125
7274	0	Concession Supplies	\$3,366	\$3,977	\$3,892		\$3,982	\$3,982
7276	0	Recreational Supplies	\$22,045	\$24,814	\$24,221		\$25,610	\$25,610
7277	0	Pro Shop Supplies	\$186	\$414	\$452		\$357	\$357
7285	0	Bankcard Fees	\$25,047	\$22,578	\$22,578		\$25,000	\$25,000
7704	0	Miscellaneous Expense	\$1,542	\$3,580	\$3,580		\$2,383	\$5,683 ¹⁷
7705	0	Discount Expense	\$619	\$2,929	\$886		\$1,108	\$1,108
Total Supplies and Other Services			\$203,211	\$202,492	\$223,963		\$227,560	\$243,775
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	\$89,546	\$76,259	\$90,084	⁶	\$70,744	\$130,744 ¹⁸
7301	0	M & R Grounds	\$1,686	\$2,200	\$15,820	⁷	\$2,100	\$4,600 ¹⁹

ITEMIZED BUDGET EXPENSE WORKSHEET
LEGACY PARK COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY19

		Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
7302	0 M & R Other	\$1,603	\$7,290	\$7,350	\$0	\$0	
7303	0 Maint & Repair-Office Eq	\$0	\$0	\$0	\$0	\$0	
7306	0 M & R Other Equipment	\$18,140	\$15,998	\$14,859	\$10,400	\$10,400	
Total Maintenance & Repairs		\$110,975	\$101,747	\$128,113	\$83,244	\$145,744	\$62,500
UTILITIES							
7401	0 Natural Gas	\$37,622	\$35,968	\$34,822	\$36,306	\$36,306	
7403	0 Electricity	\$104,593	\$122,914	\$127,007	\$123,300	\$123,300	
7407	0 Water/Sewer	\$24,660	\$24,890	\$24,587	\$24,789	\$24,789	
Total Utilities		\$166,875	\$183,772	\$186,416	\$184,395	\$184,395	\$0
CAPITAL OUTLAY							
8000	0 Capital Outlay	\$115,873	\$168,098	\$142,456 ⁸	\$53,336	\$53,336 ²⁰	
Total Capital Outlay		\$115,873	\$168,098	\$142,456	\$53,336	\$53,336	\$0
INTERDEPARTMENT CHARGE							
9000	0 ITS Overhead	\$54,447	\$57,063	\$57,063	\$46,970	\$46,970	
9004	0 MERP	\$3,960	\$3,815	\$3,815	\$3,809	\$3,809	
9007	0 SLERP	\$409	\$418	\$418	\$438	\$438	
Total Interdepartment Charge		\$58,816	\$61,296	\$61,296	\$51,217	\$51,217	\$0
TOTAL EXPENDITURE		\$1,805,246	\$1,936,555	\$1,952,121	\$1,859,704	\$1,938,419	\$78,715
NET		\$277,450	\$132,833	\$226,589	\$247,580	\$168,865	-\$78,715
Percent Recovery		115%	107%	112%	113%	109%	

Footnotes:

¹ The increase in Activity Fees revenue is related to a higher number of personal training sessions, swim lessons classes, and massage sessions projected at LPCC compared to prior years.

² The increase in Membership revenue is related to a projected increase in annual and flex memberships sold at LPCC compared to prior years.

³ The decrease in Full Time Salaries is related to the vacancy of the Assistant Administrator position throughout FY18.

⁴ The increase in Part Time Salaries is related to a correction in approved RevUp hours and a greater number of weight room attendants needed for watercraft/bike reservations at LPCC.

⁵ The increase in Professional Fees is correlated to the increase in activity fee revenue and includes the addition of a custodial contract at LPCC.

⁶ The projected increase in Maintenance & Repair Buildings is due to the addition of office carpet, repair of handicap doors, track painting, and LED lights not included in the original FY18 Budget.

⁷ The projected increase in Maintenance & Repair Grounds is related to replanting all indoor plants and the drain installation in lobby area not included in original FY18 budget.

⁸ Gym Cameras, Aquatics Ceiling Paint, and Strength Equipment expenses included in the FY18 Capital Outlay budget were less than anticipated.

⁹ Activity Fee revenue in FY19 Request is lower than previous years due to restructuring the RevUp program.

¹⁰ Rental revenue in FY19 Request reflects increase from prior year in number of LPCC pool party rental packages.

¹¹ Fund 202 receives \$24,000 from the City for Legacy Blast fireworks. The \$24,000 payment was overlooked in FY17 which resulted in a double-payment in FY18. FY19 Request reflects the assumption that the \$24,000 transfer from the City for Legacy Blast fireworks will occur as intended.

¹² Full Time Salaries in FY19 Request reflects a decrease from FY18 Budget due to removing the Assistant Administrator position and adding .15 FTE for an additional Superintendent position.

¹³ Part Time Salaries in FY19 Request reflects an increase in minimum wage, an increase in custodian, head lifeguard, and facility supervisor pay rates, and additional hours for weight room attendants to service paddleboard/bike/canoe rentals.

¹⁴ The Health/Dental Insurance charges in FY19 are based on a blended rate 16.5% increase from prior year per City Administration.

¹⁵ FY19 Expansion includes \$7,500 for 50th anniversary celebrations and \$360 for a shredding contract. FY19 Request reflects an increase in LSPD security charges due to November security missed in the FY18 budget, an increase in massage fees from more massage revenue, and a \$18,500 increase for a custodial contract.

¹⁶ FY19 Expansion includes \$5,055 for Front Desk Cameras.

¹⁷ FY19 Expansion includes \$3,300 for VGB (Virginia Graeme Baker) pool drain grates.

¹⁸ FY19 Expansion includes \$60,000 for glulam replacement. FY19 Request reflects decreases in shower value replacements and paint compared to prior year.

¹⁹ FY19 Expansion includes \$2,500 for planting bed flowers.

²⁰ Capital Items in FY19 Request include ADA Ramp maintenance (\$6,300), Cardio equipment replacement (\$27,000), and eye brow wood trellis structure replacement (\$20,000)

EXPANSION REQUEST

50th Anniversary Celebration	\$ 7,500
Shredding Contract	\$ 360
Front Desk Cameras	\$ 5,055
Glulam Replacement	\$ 60,000
Planting Bed Flowers	\$ 2,500
VGB Drain Grates	\$ 3,300
Total Expansion	\$ 78,715

ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY19

		Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
REVENUES							
ACTIVITY FEES							
4414	0	AF - Camp Summit	\$697,400	\$681,100	\$696,920	\$697,700	\$697,700
4415	0	AF - Instructional Youth	\$16,602	\$20,769	\$29,623	\$53,300	\$53,300
4416	0	AF - Instructional Adult	\$82,475	\$128,053	\$120,800	\$126,691	\$126,691
4419	0	AF - Rec Ctr	\$0	\$0	\$0	\$0	\$0
4420	0	AF - Athletics	\$127,039	\$174,811	\$151,441	\$171,041	\$171,041
4421	0	Gate Receipts	\$19,201	\$167,990	\$40,048	\$80,470	\$80,470
4422	0	Membership Fees	\$3,854	\$7,204	\$8,351	\$9,420	\$9,420
4462	0	AF - Farm Park	\$18,097	\$18,450	\$14,483	\$22,330	\$22,330
Total Activity Fees			\$964,668	\$1,198,377	\$1,061,666	\$1,160,952	\$1,160,952
OTHER USER CHARGES							
4505	0	Concessions	\$12,814	\$38,845	\$20,432	\$30,065	\$30,065
4506	0	Concessions - Instructional Adult	\$0	\$0	\$0	\$0	\$0
4507	0	Concessions-Instructional	\$0	\$0	\$0	\$0	\$0
Total User Charges			\$12,814	\$38,845	\$20,432	\$30,065	\$30,065
RENTALS							
4442	0	Facility Rentals	\$132,884	\$142,307	\$142,666	\$143,436	\$143,436
4459	0	Facility Rentals - Instructional Adult	\$5,884	\$21,250	\$20,392	\$19,750	\$19,750
Total Rentals			\$138,768	\$163,557	\$163,058	\$163,186	\$163,186
INTEREST ON INVESTMENTS							
4600	0	Interest on Investments	\$1,891	\$500	\$500	\$500	\$500
4601	0	Mark to Market Adjustment	-\$1,352	\$0	\$0	\$0	\$0
Total Interest on Investments			\$539	\$500	\$500	\$500	\$500
MISCELLANEOUS							
4716	0	Refunds & Reimbursements	\$395	\$0	\$20,000	\$2,000	\$2,000
4718	0	Cash Over/Short	-\$4	\$0	\$0	\$0	\$0
4708	0	Misc Revenue - Instructional	\$1,360	\$1,615	\$1,513	\$1,615	\$1,615
4446	0	Other Revenue	\$2,139	\$2,675	\$1,036	\$950	\$950
4705	0	Misc Rev - Camp	\$14,982	\$13,500	\$18,170	\$16,400	\$16,400
4707	0	Misc Rev - Rec Ctr	\$912	\$1,400	\$1,406	\$0	\$0
4720	0	Mis Rev - Farm Park	\$1,008	\$275	\$194	\$275	\$275
4703	0	Misc Rev - Athletics	\$5,036	\$6,020	\$5,068	\$6,020	\$6,020
Total Miscellaneous			\$25,828	\$25,485	\$47,387	\$27,260	\$27,260
CONTRIBUTIONS							
4710	0	Contributions - Programs	\$26,495	\$25,000	\$25,000	\$25,000	\$25,000
4711	0	Contributions - Sponsors/Donations	\$117,930	\$219,150	\$170,102	\$183,000	\$183,000
Total Contributions			\$144,425	\$244,150	\$195,102	\$208,000	\$208,000
TRANSFERS FROM OTHER FUNDS							
5101	315	Transfer from Water Utilities-Sewer Tap	\$0	\$0	\$0	\$0	\$0
5101	100	Transfer from General Fund	\$57,958	\$0	\$0	\$0	\$0
Total Transfers from Other Funds			\$57,958	\$0	\$0	\$0	\$0
TOTAL REVENUES			\$1,345,000	\$1,670,914	\$1,488,145	\$1,589,963	\$1,589,963
EXPENDITURES							
PERSONNEL SERVICES							
7000	0	Salaries - Regular	\$237,867	\$256,608	\$198,107	\$203,960	\$203,960
7001	0	Salaries - Part Time	\$315,113	\$349,498	\$330,357	\$346,371	\$346,371
7002	0	Overtime	\$467	\$0	\$0	\$0	\$0
7008	0	Short Term Disability	\$272	\$271	\$240	\$247	\$247
7009	0	FICA - Employer	\$33,829	\$15,618	\$12,283	\$12,646	\$12,646
7010	0	FICA - PT	\$0	\$21,669	\$20,486	\$21,475	\$21,475
7011	0	Medicare Deduction	\$7,912	\$8,720	\$7,664	\$7,980	\$7,980
7013	0	Car Allowance	\$2,249	\$2,340	\$2,340	\$0	\$0
7014	0	Communication Allowance	\$276	\$593	\$593	\$0	\$0
7015	0	Health/Dental Insurance	\$56,046	\$62,739	\$55,562	\$66,728	\$66,728
7018	0	Life Insurance	\$587	\$756	\$594	\$612	\$612
7019	0	Workers' Compensation	\$15,888	\$16,170	\$16,170	\$16,170	\$16,170
7020	0	Long Term Disability	\$788	\$1,310	\$1,030	\$1,061	\$1,061
7021	0	Unemployment Insurance	\$4,303	\$9,025	\$9,061	\$2,517	\$2,517
7023	0	LAGERS - Retirement	\$24,397	\$26,702	\$20,999	\$21,212	\$21,212
Total Personnel Services			\$699,994	\$772,019	\$675,486	\$700,979	\$700,979
SUPPLIES AND OTHER SERVICES							
7200	0	Advertising Expense	\$6,960	\$18,480	\$19,331	\$15,085	\$15,085
7201	0	Organizational Dues	\$180	\$2,300	\$1,700	\$2,500	\$2,500
7203	0	Insurance Expense	\$22,182	\$15,082	\$13,232	\$36,531	\$36,531
7205	0	Postage Expense	\$26	\$0	\$0	\$0	\$0
7206	0	Printing Expense	\$12,636	\$20,080	\$17,535	\$15,977	\$15,977
7207	0	Professional Fees	\$193,764	\$288,162	\$239,508	\$234,420	\$234,420
7213	0	Rentals & Leases	\$7,440	\$17,633	\$19,297	\$13,893	\$13,893
7216	0	Trips & Tours	\$85,345	\$105,330	\$113,696	\$128,470	\$128,470
7217	0	Employee Training	\$27	\$600	\$600	\$600	\$600
7218	0	Travel & Meeting	\$153	\$0	\$0	\$0	\$0
7221	0	Sanitation Services	\$2,999	\$2,750	\$2,819	\$3,000	\$3,000
7223	0	Furniture, Fixtures and Equip	\$41	\$500	\$500	\$500	\$500
7225	0	Miscellaneous Equipment	\$5,078	\$3,180	\$3,081	\$3,030	\$3,030
7249	0	Consumable Tools	\$0	\$720	\$570	\$670	\$670
7258	0	Telephone	\$1,730	\$2,040	\$1,850	\$1,850	\$1,850
7259	0	Mobile Telephone	\$916	\$1,320	\$384	\$936	\$936
7268	0	Uniforms	\$20,988	\$29,202	\$27,241	\$29,339	\$29,339
7270	0	Office Supplies	\$1,103	\$2,000	\$1,970	\$2,200	\$2,200

**ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY19**

		Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
7272	0 Computer Supplies	\$988	\$919	\$985	\$499	\$499	
7273	0 Janitorial Supplies	\$6,687	\$6,332	\$6,112	\$6,412	\$6,412	
7274	0 Concession Supplies	\$3,930	\$8,620	\$1,249	\$6,375	\$6,375	
7276	0 Recreational Supplies	\$51,473	\$54,482	\$50,536	\$52,060	\$52,060	
7285	0 Bankcard Fees	\$20,800	\$29,957	\$33,671	\$33,660	\$33,660	
7288	0 P-Card unallocated	\$0	\$0	\$0	\$0	\$0	
7704	0 Miscellaneous Expense	\$17,289	\$6,494	\$4,532	\$4,405	\$7,905	¹¹ \$3,500
7705	0 Discount Expense	-\$1,250	\$0	\$0	\$0	\$0	
Total Supplies and Other Services		\$461,485	\$616,183	\$560,399	\$592,412	\$595,912	\$3,500
MAINTENANCE & REPAIRS							
7300	0 M & R Buildings	\$16,418	\$13,350	\$18,746	\$18,250	\$19,150	¹² \$900
7301	0 M & R Grounds	\$2,176	\$700	\$1,094	\$7,005	\$7,005	
7306	0 M & R Other Equipment	\$1,330	\$1,150	\$1,193	\$1,250	\$1,250	
Total Maintenance & Repairs		\$19,924	\$15,200	\$21,033	\$26,505	\$27,405	\$900
UTILITIES							
7401	0 Natural Gas	\$4,115	\$3,900	\$3,681	\$4,020	\$4,020	
7403	0 Electricity	\$47,205	\$52,750	\$51,502	\$52,959	\$52,959	
7407	0 Water/Sewer	\$15,653	\$11,580	\$14,491	\$13,584	\$13,584	
Total Utilities		\$66,973	\$68,230	\$69,674	\$70,563	\$70,563	\$0
DEPRECIATION							
7600	0 Depreciation	\$52,626	\$45,396	\$45,396	\$45,396	\$45,396	
Total Depreciation		\$52,626	\$45,396	\$45,396	\$45,396	\$45,396	\$0
CAPITAL OUTLAY							
8000	0 Capital Outlay	\$5,453	\$12,000	\$12,000	\$0	\$0	
Total Capital Outlay		\$5,453	\$12,000	\$12,000	\$0	\$0	\$0
CONSTRUCTION							
8505	0 Construction Contracts	\$0	\$0	\$0	\$0	\$0	
8599	0 System Projects (Capitalization for Depr)	-\$5,453	\$0	\$0	\$0	\$0	
Total Construction		-\$5,453	\$0	\$0	\$0	\$0	\$0
INTERDEPARTMENT CHARGE							
9000	0 ITS Overhead	\$19,445	\$21,379	\$21,379	\$16,775	\$16,775	
9004	0 MERP	\$2,640	\$3,312	\$3,146	\$2,540	\$2,540	
9007	0 SLERP Payment	\$272	\$278	\$278	\$0	\$0	
Total Interdepartment Charge		\$22,357	\$24,969	\$24,803	\$19,315	\$19,315	\$0
TRANSFER TO OTHER FUNDS							
9101	202 Transfer to Comm Center	\$3,498	\$3,519	\$3,519	\$3,519	\$3,519	
Total Interdepartment Charge		\$3,498	\$3,519	\$3,519	\$3,519	\$3,519	\$0
TOTAL EXPENDITURES		\$1,326,857	\$1,557,516	\$1,412,310	\$1,458,689	\$1,463,089	\$4,400
NET		\$18,143	\$113,398	\$75,835	\$131,274	\$126,874	-\$4,400
Percent Recovery		101.37%	107.28%	105.37%	109.00%	108.67%	

INSTRUCTIONAL-YOUTH

¹ The Fund 201 Gamber Community Center Instructional Programs were moved over to the Youth Instructional program within Fund 530 at the beginning of October 2017. The revenue increase includes the projections that were not previously budgeted to Youth Instructional.

ATHLETICS

² Youth Indoor Soccer and Youth Girls Volleyball had fewer enrollments for the Fall session. Coed Volleyball registrations were down for the fall league. Staff budgeted for 36 coed teams in the fall and only received 15 registrations. Staff budgeted 36 coed teams for every sesason in FY18, staff decreased that to 20 teams for every season based on actual sign-ups. Fall golf lessons were budgeted, but due to instructor unavailability classes were not held in the fall.

⁷ The decrease in Part Time Salaries is related to fewer projected hours for officials and scorekeepers based on less participation anticipated.

AMPHITHEATER

³ Attendance at Legacy Park Amphitheater during the summer 2017 season was lower than anticipated; one event was canceled due to severe weather.

⁴ FY18 Projections include \$20,000 in insurance proceeds for a cancelled LPA concert.

⁵ Amphitheater sponsorship expectations have been lowered.

⁸ The decrease in Professional Fees is related to a decrease in fees paid to the sponsorship coordinator based on fewer sponsorship proceeds anticipated.

⁹ FY19 Request Reflects a decrease in the number of ticketed acts performing at LPA from 6 in FY18 Budget to 4 in FY19 Request.

¹⁰ FY19 Request Reflects an increase decrease in concert insurance expense from prior year budget.

RECREATION (HPCC)

¹² FY19 Expansion includes \$900 to paint pickleball lines in the HPCC gymnasium. FY19 Request reflects increases related to HVAC, plumbing repairs, and winterization costs.

SPECIAL EVENTS

¹¹ FY19 Expansion includes \$3,500 for a special events trailer.

OTHER

⁶ The decrease in Full Time Salaries is related to the vacancy of the Assistant Administrator position throughout fiscal year 2018.

EXPANSION REQUEST

Special Events Trailer	\$ 3,500
Pickleball Lines in HPCC Gymnasium	\$ 900
Total Expansion Request	\$ 4,400

ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY19

	Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
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ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY19

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
REVENUES								
TAXES								
4000	0	Property Tax - Jackson	\$2,811,635	\$2,799,310	\$2,908,572	¹ \$2,948,000	\$2,948,000	
4001	0	Property Tax - Cass	\$80,288	\$79,165	\$82,826	\$87,000	\$87,000	
4003	0	RR Tax - Jackson	\$72,595	\$65,749	\$60,434	\$59,000	\$59,000	
4004	0	RR Tax - Cass	\$1,924	\$1,895	\$1,734	\$1,700	\$1,700	
4005	0	Replacement Tax	\$301,832	\$265,000	\$280,000	\$280,000	\$280,000	
4006	0	Payment in Lieu of Taxes	\$0	\$0	\$410	\$0	\$0	
4008	0	Intangible Tax	\$4,951	\$2,500	\$2,500	\$2,500	\$2,500	
Total Taxes			\$3,273,225	\$3,213,619	\$3,336,476	\$3,378,200	\$3,378,200	\$0
FINES & FORFEITURES								
4104	0	Penalty Int on Taxes	\$18,073	\$20,000	\$20,000	\$17,000	\$17,000	
4105	0	Penalty Int - Other	\$95	\$170	\$170	\$0	\$0	
Total Fines & Forfeitures			\$18,168	\$20,170	\$20,170	\$17,000	\$17,000	\$0
CONTRIBUTIONS								
4709	0	Contributions - Parks	\$117,460	\$78,000	\$121,822	² \$78,700	\$78,700	
4712	0	Contributions - Advertising	\$3,419	\$2,754	\$2,170	\$4,500	\$4,500	
Total Contributions			\$120,879	\$80,754	\$123,992	\$83,200	\$83,200	\$0
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	\$22,974	\$6,000	\$6,000	\$6,000	\$6,000	
4601	0	Mark to Market Adjustment	-\$12,653	-\$1,000	-\$1,000	-\$1,000	-\$1,000	
Total Interest on Investments			\$10,321	\$5,000	\$5,000	\$5,000	\$5,000	\$0
SERVICES								
4444	0	Other Services	-\$40	\$0	\$0	\$0	\$0	
4446	0	Other Revenue	\$10,496	\$3,580	\$3,326	\$3,500	\$3,500	
4447	0	Other Revenue - Taxable	\$5	\$1,500	\$1,500	\$0	\$0	
Total Services			\$10,461	\$5,080	\$4,826	\$3,500	\$3,500	\$0
MISCELLANEOUS								
4716	0	Refund & Reimbursements	\$33,617	\$3,080	\$23,265	³ \$0	\$0	
4717	0	Discounts	\$3,071	\$0	\$0	\$0	\$0	
4718	0	Cash Over(Short)	\$0	\$0	\$0	\$0	\$0	
4704	0	Misc Revenue-Parks	\$56,163	\$44,662	\$46,204	\$43,659	\$43,659	
Total Miscellaneous			\$92,851	\$47,742	\$69,469	\$43,659	\$43,659	\$0
TRANSFERS								
5101	0	Transfer from Gen Fund	\$51,988	\$57,106	\$57,106	\$60,539	\$60,539	
5101	0	Transfer from Aquatics	\$5,985	\$5,985	\$5,985	\$5,985	\$5,985	
5101	0	Transfer from Cemetery	\$21,035	\$20,508	\$20,508	\$18,578	\$18,578	
Total Transfers			\$79,008	\$83,599	\$83,599	\$85,102	\$85,102	\$0
TOTAL REVENUES			\$3,604,913	\$3,455,964	\$3,643,532	\$3,615,661	\$3,615,661	
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	\$1,225,954	\$1,199,509	\$1,172,590	⁴ \$1,211,933	\$1,211,933	¹¹
7001	0	Salaries - Part Time	\$42,130	\$70,952	\$62,756	⁵ \$69,152	\$69,152	
7002	0	Overtime	\$7,103	\$0	\$3,350	\$7,500	\$7,500	
7005	0	Holiday Worked	\$159	\$0	\$0	\$0	\$0	
7007	0	Duty Pay	\$0	\$0	\$0	\$0	\$0	
7008	0	Short Term Disability	\$1,118	\$1,148	\$1,148	\$1,128	\$1,128	
7009	0	FICA - Employer	\$72,529	\$72,676	\$72,701	\$75,140	\$75,140	
7010	0	FICA-PT	\$0	\$4,399	\$3,891	\$4,287	\$4,287	
7011	0	Medicare Deduction	\$17,322	\$18,026	\$17,913	\$18,576	\$18,576	
7013	0	Car Allowance	\$4,506	\$5,330	\$3,900	\$3,900	\$3,900	
7014	0	Communication Allowance	\$3,939	\$3,065	\$3,845	\$2,845	\$2,845	
7015	0	Health/Dental Insurance	\$303,061	\$266,235	\$266,235	\$304,659	\$304,659	¹²
7016	0	Health Insurance Rebate	\$0	\$0	\$0	\$0	\$0	
7018	0	Life Insurance	\$2,698	\$3,517	\$3,518	\$3,636	\$3,636	
7019	0	Workers Compensation	\$56,025	\$62,084	\$62,084	\$61,075	\$61,075	
7020	0	Long Term Disability	\$3,708	\$6,095	\$6,097	\$6,302	\$6,302	
7021	0	Unemployment Insurance	\$871	\$1,680	\$1,560	\$1,716	\$1,716	
7022	0	Work Comp Employer Suplmt	\$219	\$219	\$219	\$0	\$0	
7023	0	LAGERS - Retirement	\$111,707	\$124,253	\$124,295	\$126,041	\$126,041	
7026	0	College Tuition	\$0	\$0	\$0	\$0	\$0	
Total Personnel Services			\$1,853,049	\$1,839,188	\$1,806,102	\$1,897,890	\$1,897,890	
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Exp	\$604	\$2,950	\$2,477	\$3,695	\$3,695	
7201	0	Organizational Dues	\$4,520	\$5,416	\$5,489	\$7,302	\$7,302	
7202	0	Subscription to Periodicals	\$88	\$300	\$260	\$260	\$260	
7203	0	Insurance Expense	\$77,939	\$75,278	\$75,278	\$46,024	\$46,024	
7205	0	Postage Expense	\$16,245	\$27,025	\$25,793	\$25,834	\$25,834	
7206	0	Printing Expense	\$32,158	\$31,470	\$32,452	\$32,605	\$32,605	
7207	0	Professional Fees	\$319,903	\$279,926	\$343,434	⁶ \$331,756	\$331,756	¹³
7212	0	Other Professional Fees	\$26,600	\$0	\$0	\$0	\$0	

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY19

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
7213	0	Rentals & Leases	\$37,162	\$43,468	\$43,468	\$41,111	\$41,111	
7214	0	Uniform Rental	\$862	\$532	\$532	\$532	\$532	
7217	0	Employee Training Expense	\$2,579	\$0	\$0	\$0	\$0	
7218	0	Travel & Meeting	\$50,630	\$50,180	\$52,527	\$50,404	\$50,404	
7221	0	Sanitation Services	\$3,865	\$12,200	\$12,200	\$12,040	\$12,040	
7223	0	Furn. Fix & Office Equipment	\$0	\$0	\$0	\$1,214	\$1,214	
7225	0	Miscellaneous Equipment	\$92	\$0	\$0	\$0	\$0	
7233	0	Public Relations	\$8,718	\$10,550	\$14,185	\$20,590	\$20,590	14
7238	0	Damages & Claims	\$3,871	\$0	\$0	\$0	\$0	
7246	0	Late Charge & Penalty	\$1,441	\$0	\$0	\$0	\$0	
7249	0	Consumable Tools	\$6,999	\$6,865	\$6,941	\$8,665	\$8,665	
7253	0	Collection Fees - Jackson County	\$51,983	\$47,000	\$49,350	\$49,350	\$49,350	
7254	0	Collection Fees - Cass County	\$3,741	\$3,600	\$3,780	\$3,780	\$3,780	
7258	0	Telephone	\$3,814	\$6,550	\$6,550	\$6,550	\$6,550	
7259	0	Mobile Telephone	\$2,574	\$3,243	\$2,949	\$2,263	\$2,263	
7260	0	Asphalt	\$205,917	\$203,816	\$204,772	\$180,000	\$180,000	15
7262	0	Rock & Gravel	\$1,612	\$8,000	\$15,500	\$8,000	\$8,000	
7264	0	Other Construction Materials	\$16,411	\$16,100	\$16,100	\$19,600	\$19,600	
7269	0	Special Apparel	\$7,697	\$10,340	\$10,893	\$14,579	\$14,579	
7270	0	Office Supplies	\$6,305	\$7,624	\$7,900	\$8,000	\$8,000	
7271	0	Chemicals	\$11,672	\$23,980	\$23,980	\$26,380	\$26,380	
7272	0	Computer Supplies	\$247	\$1,700	\$1,700	\$1,850	\$1,850	
7273	0	Janitorial Supplies	\$7,357	\$10,475	\$10,475	\$10,475	\$10,475	
7276	0	Recreational Supplies	\$0	\$0	\$0	\$0	\$0	
7280	0	Pavement Marking	\$0	\$0	\$0	\$0	\$0	
7283	0	Contract Service-Concrete	\$0	\$2,800	\$2,800	\$2,400	\$2,400	
7285	0	Bankcard Fees	\$5,182	\$1,515	\$1,515	\$1,515	\$1,515	
7288	0	P-Card unallocated	\$78	\$0	\$0	\$0	\$0	
7704	0	Miscellaneous Expense	\$4,310	\$3,000	\$435	\$0	\$0	
Total Supplies and Other Services			\$923,176	\$895,903	\$973,735	\$916,774	\$916,774	\$0
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	\$29,999	\$76,954	\$76,954	\$67,150	\$67,150	16
7301	0	M & R Grounds	\$165,909	\$220,691	\$225,726	\$221,687	\$221,687	
7303	0	Maint & Repair-Office Eq	\$0	\$0	\$0	\$0	\$0	
7304	0	M & R Dp Equip	\$11,386	\$12,026	\$16,026	\$15,067	\$15,067	
7305	0	M & R Vehicle	\$7,624	\$20,200	\$25,164	\$21,200	\$21,200	
7306	0	M & R Other Equipment	\$28,100	\$23,695	\$23,695	\$24,395	\$24,395	
Total Maintenance & Repairs			\$243,018	\$353,566	\$367,565	\$349,499	\$349,499	\$0
UTILITIES								
7401	0	Natural Gas	\$1,155	\$2,150	\$2,150	\$2,150	\$2,150	
7403	0	Electricity	\$29,234	\$36,250	\$36,250	\$36,250	\$36,250	
7407	0	Water/Sewer	\$59,775	\$58,585	\$62,385	\$82,105	\$82,105	17
Total Utilities			\$90,164	\$96,985	\$100,785	\$120,505	\$120,505	\$0
FUEL & LUBRICANTS								
7500	0	Fuel and Lubricants	\$32,162	\$33,777	\$33,777	\$33,777	\$33,777	
Total Fuel & Lubricants			\$32,162	\$33,777	\$33,777	\$33,777	\$33,777	\$0
CAPITAL OUTLAY								
8000	0	Capital Outlay	\$98,893	\$63,027	\$105,088	\$28,000	\$137,677	18
Total Capital Outlay			\$98,893	\$63,027	\$105,088	\$28,000	\$137,677	\$109,677
CONSTRUCTION								
8502	0	Reimbursement-Intrfrd Serv	-\$136,568	-\$133,852	-\$133,852	-\$152,855	-\$152,855	19
8506	0	Construction Materials	\$405	\$3,000	\$3,000	\$0	\$0	
Total Construction			-\$136,163	-\$130,852	-\$130,852	-\$152,855	-\$152,855	\$0
TRANSFER TO OTHER FUNDS								
9101-620	0	Transfer to ITS-Projects Fund	\$13,182	\$0	\$0	\$0	\$0	
9101-327		Transfer to Park Development Fund	\$0	\$0	\$510,000	\$0	\$0	
Total Transfers			\$13,182	\$0	\$510,000	\$0	\$0	\$0
INTERDEPARTMENT CHARGE								
9000	0	ITS Overhead	\$60,279	\$63,176	\$63,176	\$52,003	\$52,003	
9001	0	CVM Overhead	\$29,594	\$33,813	\$33,813	\$53,879	\$53,879	20
9003	0	CBS Overhead	\$28,813	\$34,889	\$34,889	\$11,766	\$11,766	21
9004	0	MERP Payment	\$6,600	\$6,358	\$6,358	\$6,349	\$6,349	
9005	0	VERP Payment	\$42,991	\$47,033	\$47,033	\$58,617	\$58,617	
9006	0	BERP Payment	\$1,644	\$2,466	\$2,466	\$2,466	\$2,466	
9007	0	SLERP Payment	\$681	\$696	\$696	\$731	\$731	
Total Interdepartment Charge			\$170,602	\$188,431	\$188,431	\$185,811	\$185,811	\$0
TOTAL EXPENDITURES			\$3,288,083	\$3,340,025	\$3,954,631	\$3,379,401	\$3,489,078	\$109,677
NET			\$316,830	\$115,939	-\$311,099	\$236,260	\$126,583	-\$109,677

Footnotes:
ADMINISTRATION

¹ The increase in Property Tax proceeds is based on a city-provided estimate.

**ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY19**

	Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
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⁹ FY18 Projections include \$4,000 to implement a mobile friendly registration site that was not included in the original FY18 Budget. This project was identified as a goal by staff/board during the most recent retreat.

²¹ The decrease in CBS Overhead is related to a change in the methodology of allocating City Hall charges. The new CBS Overhead rate is based on square footage utilized.

PARK OPERATIONS

⁵ The projected decrease in Part Time Salaries is related to savings from part time park labor early drop-outs experienced in the late summer.

⁷ The increase in Rock & Gravel expenditures is related to an unbudgeted Deer Valley Park drainage channel reconstruction.

⁸ The increase in FY18 Grounds Maintenance projections includes a \$2,000 increase for park entry sign replacements and repairs, \$3,000 for new Greenway signage, and \$8,000 increase to replace playground mulch lost during flooding events in July to maintain proper playground safety standards. The increase was partially offset by a Bioswell maintenance bid/contract coming in several thousand dollars less than anticipated, Summit Shelter light repairs being removed from the budget, and savings in distance markers for trails.

¹⁰ FY18 Capital Asset Projections include expenditures for the 4th and 5th street connector project processed during FY18, downtown musical equipment, and Deer Valley Omnispin. Projections also include \$32,714 in charges related to Softball shade structures at Legacy Park budgeted in FY17 but received in FY18.

¹⁵ Asphalt projects in the FY19 Request include \$60,000 for Upper Banner trail crackfill and sealcoat, \$40,000 for Legacy Softball parking lot asphalt replacement, \$25,000 for Legacy Baseball parking lot asphalt replacement, \$20,000 for Pleasant Lea trail crackfill and sealcoat, and \$35,000 for Legacy Loop asphalt repairs.

¹⁶ FY19 Request contains fewer painting/staining projects compared to FY18 and two less drinking fountain replacements compared to FY18. Drinking fountains to be replaced in FY19 are in Wadsworth Park and Williams Grant Park.

¹⁷ FY19 Request includes \$2,000 for fountains that were not included in the FY18 Budget, an additional \$1,500 in Dogwood Park water charges based on prior year actuals, and \$30,000 for a full season's operation of a 2nd splashpad in the parks system at Lea McKeighan North Park. The FY18 Budget had \$10,000 budgeted for a half-season of Hartman Park splashpad water which was removed from the FY19 Request.

¹⁸ FY19 Capital Expansion includes \$13,980 for outlet receptacles at three football fields at Legacy Park, \$9,932 to add year-round restroom heat/electricity to the restrooms at Miller J. Fields Park and Lea McKeighan Park, and \$85,765 for a Morton Storage Building. FY19 Request includes \$10,000 for finishing the fence capping started in FY18 and \$18,000 for finishing the Baseball Shade Structure started in FY18.

²⁰ The increase in CVM Overhead is related to increased maintenance costs associated with the bucket truck. The figure is provided by the City Fleet department based on vehicle maintenance schedules.

OTHER

² The projected increase in Contributions revenue is related to a \$40,000 LSBA payment not included in the FY18 budget.

³ FY18 Projections reflect a \$20,000 reimbursement from TriCounty Water not included in the FY18 budget.

⁴ The projected decrease in Full Time Salaries is related to the pay differential between the past Administrator and Interim Administrator for the first half of FY18.

⁶ The projected increase in Professional Fees is related to \$23,000 being added for GOVHR fees, \$5,000 added for outsourced legal fees, \$2,000 for a Pleasant Lea survey budgeted in FY17 that was paid in FY18, \$2,500 in DVR and security system maintenance at the Park Operations facility, \$6,650 in additional mowing charges due to the wetter summer and longer-warmer October/November experienced, \$5,000 for an unbudgeted Hartman Park survey, an increase of \$2,000 for unanticipated electric and field light repairs, and \$16,977 for surface repairs budgeted in FY17 but paid in FY18.

¹¹ FY19 Request assumes a 2% increase in full time salaries from February 2018 salary levels. FY19 Request reflects the salary difference in Administrator and Superintendent of Park Operations compared to FY18, the removal of the Accountant position from Fund 200, the addition of 0.6 FTE allocated to Fund 200 from an additional superintendent, and adjustments to staff allocations from the cemetery operation.

¹² The FY19 Request is based on a blended rate 16.5% increase in Health/Dental Insurance.

¹³ The increase in Professional Fees is related to \$12,000 in outsourced legal fees, a rate increase for restroom cleaning, a rate increase for mowing charges, \$7,500 for Bioswale Maintenance that was previously being conducted in-house, an increase in Legacy concession stand backflow inspections, an increase in contractual services used for the Grounds Maintenance program, and slight increases for various electric and field light repairs.

¹⁴ The increase in Public Relations is related to 50th Anniversary expenditures.

¹⁹ Reimbursement-Intrfd Services reflects reimbursement in Grounds Maintenance program.

EXPANSION REQUEST	
Park Services	
Restroom Heat - Lea McKeighan & Miller J Fields Park	\$9,932
Morton Storage Building	\$85,765
Legacy Park	
Outdoor Electrical Receptacles - Football Complex	\$13,980
Total Expansion	<u>\$109,677</u>

ITEMIZED BUDGET EXPENSE WORKSHEET
AQUATICS CENTER
FY19

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018- 19	Total Budget Request FY2018- 19	Expansion
REVENUES								
ACTIVITY FEES								
4414	0	Activity Fees	\$46,492	\$65,565	\$59,730	\$57,548	\$57,548	
4421	0	Gate Receipts	\$385,903	\$322,135	\$358,161	\$336,175	\$336,175	
4422	0	Memberships	\$76,969	\$130,975	\$131,685	\$131,295	\$131,295	
Total Activity Fees			\$509,364	\$518,675	\$549,576	\$525,018	\$525,018	\$0
OTHER USER CHARGES								
4504	0	Pro Shop	\$2,144	\$3,718	\$2,156	\$2,866	\$2,866	
4505	0	Concessions	\$86,724	\$102,814	\$98,045	\$100,578	\$100,578	
Total User Charges			\$88,868	\$106,532	\$100,201	\$103,444	\$103,444	\$0
RENTALS								
4442	0	Facility Rentals	\$21,173	\$25,639	\$22,684	\$22,239	\$22,239	
Total Rentals			\$21,173	\$25,639	\$22,684	\$22,239	\$22,239	\$0
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	\$2,037	\$1,200	\$1,200	\$1,200	\$1,200	
4601	0	Mark to Market Adjustment	-\$876	\$0	\$0	\$0	\$0	
Total Interest on Investments			\$1,161	\$1,200	\$1,200	\$1,200	\$1,200	\$0
MISCELLANEOUS								
4716	0	Refunds & Reimbursements	\$128,964	\$0	\$0	\$0	\$0	
4717	0	Discounts	\$0	\$0	\$0	\$0	\$0	
4718	0	Cash Over/Short	-\$202	\$50	\$50	\$50	\$50	
4446	0	Other Revenue	\$3	\$1,287	\$1,287	\$1,333	\$1,333	
Total Miscellaneous			\$128,765	\$1,337	\$1,337	\$1,383	\$1,383	\$0
TRANSFERS FROM OTHER FUNDS								
5101	0	Transfer from Fund 200	\$0	\$0	\$0		\$0	
Total Transfers from Other Funds			\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES			\$749,331	\$653,383	\$674,998	\$653,284	\$653,284	\$0
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	\$56,999	\$59,099	\$54,455	\$58,814	\$58,814	
7001	0	Salaries - Part Time	\$192,371	\$238,306	\$217,089	\$223,676	\$223,676	
7002	0	Overtime	\$27	\$0	\$23	\$25	\$25	
7008	0	Short Term Disability	\$55	\$55	\$52	\$55	\$55	
7009	0	FICA - Employer	\$15,473	\$3,595	\$3,372	\$3,646	\$3,646	
7010	0	FICA - PT	\$0	\$14,775	\$13,463	\$13,868	\$13,868	
7011	0	Medicare Deduction	\$3,618	\$4,296	\$3,937	\$4,096	\$4,096	
7013	0	Car Allowance	\$173	\$195	\$195	\$0	\$0	
7014	0	Communication Allowance	\$272	\$275	\$275	\$275	\$275	
7015	0	Health/Dental Insurance	\$8,860	\$12,733	\$12,154	\$14,829	\$14,829	
7018	0	Life Insurance	\$131	\$174	\$163	\$176	\$176	
7019	0	Workers Compensation	\$10,577	\$10,797	\$10,797	\$10,797	\$10,797	
7020	0	Long Term Disability	\$186	\$302	\$283	\$306	\$306	
7021	0	Unemployment Insurance	\$1,233	\$66	\$63	\$1,146	\$1,146	
7023	0	LAGERS - Retirement	\$5,799	\$6,146	\$5,765	\$6,117	\$6,117	
Total Personnel Services			\$295,774	\$350,814	\$322,086	\$337,826	\$337,826	\$0
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Exp	\$20	\$2,135	\$2,235	\$2,000	\$2,000	
7201	0	Organizational Dues	-\$84	\$15	\$15	\$15	\$15	
7203	0	Insurance Expense	\$18,550	\$14,026	\$14,026	\$8,530	\$8,530	
7205	0	Postage Expense	\$190	\$50	\$0	\$0	\$0	
7206	0	Printing Expense	\$537	\$239	\$766	\$733	\$733	
7207	0	Professional Fees	\$11,894	\$16,265	\$10,981	\$15,377	\$15,377	
7213	0	Rentals & Leases	\$508	\$1,200	\$700	\$900	\$900	
7217	0	Employee Training	\$1,650	\$9,050	\$7,050	\$6,875	\$6,875	
7221	0	Sanitation Services	\$17	\$480	\$644	\$808	\$808	
7223	0	Furniture, Fixtures and Equip	\$13,174	\$12,002	\$12,434	\$11,500	\$11,500	
7225	0	Miscellaneous Equipment	\$571	\$3,595	\$4,170	\$3,808	\$3,808	
7249	0	Consumable Tools	\$81	\$409	\$705	\$525	\$525	
7258	0	Telephone	\$16	\$250	\$250	\$250	\$250	
7268	0	Uniforms	\$6,121	\$4,956	\$4,975	\$4,975	\$4,975	
7269	0	Special Apparel	\$0	\$0	\$0	\$0	\$0	
7270	0	Office Supplies	\$547	\$2,030	\$1,140	\$1,186	\$1,186	
7271	0	Chemicals	\$28,667	\$22,526	\$21,728	\$21,227	\$21,227	
7273	0	Janitorial Supplies	\$2,166	\$2,858	\$3,555	\$2,641	\$2,641	
7274	0	Concession Supplies	\$33,792	\$32,802	\$32,802	\$34,290	\$34,290	
7276	0	Recreational Supplies	\$7,014	\$4,407	\$6,730	\$4,485	\$4,485	
7277	0	Pro Shop Supplies	\$699	\$1,841	\$1,628	\$2,312	\$2,312	

ITEMIZED BUDGET EXPENSE WORKSHEET
AQUATICS CENTER
FY19

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018- 19	Total Budget Request FY2018- 19	Expansion
7285	0	Bankcard Fees	\$10,069	\$10,070	\$10,070	\$10,070	\$10,070	
7288	0	P-Card unallocated	\$0	\$0	\$0	\$0	\$0	
7704	0	Miscellaneous Expense	\$1,625	\$250	\$416	\$250	\$250	
7705	0	Discount Expenses	\$0	\$0	\$2,905	\$2,905	\$2,905	
Total Supplies and Other Services			\$137,824	\$141,456	\$139,925	\$135,662	\$135,662	\$0
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	\$76,409	\$31,140	\$43,241 ⁴	\$26,510	\$26,510 ⁶	
7301	0	M & R Grounds	\$11,107	\$2,200	\$2,917	\$2,417	\$2,417	
7303	0	M & R - Office Eq	\$0	\$0	\$0	\$0	\$0	
7306	0	M & R Other Equipment	\$12,605	\$1,500	\$4,435	\$5,550	\$5,550	
Total Maintenance & Repairs			\$100,121	\$34,840	\$50,593	\$34,477	\$34,477	\$0
UTILITIES								
7403	0	Electricity	\$41,000	\$40,650	\$37,680	\$39,150	\$39,150	
7407	0	Water/Sewer	\$38,982	\$36,000	\$26,377 ⁵	\$26,900	\$26,900	
Total Utilities			\$79,982	\$76,650	\$64,057	\$66,050	\$66,050	\$0
CAPITAL OUTLAY								
8000	0	Capital Outlay	\$189,259	\$3,500	\$3,798	\$0	\$25,256 ⁷	\$25,256
Total Capital Outlay			\$189,259	\$3,500	\$3,798	\$0	\$25,256	\$25,256
INTERDEPARTMENT CHARGE								
9000	0	ITS-Overhead	\$19,446	\$20,379	\$20,379	\$16,775	\$16,775	
9004	0	MERP Payment	\$5,500	\$5,299	\$5,299	\$5,291	\$5,291	
9007	0	SLERP Payment	\$567	\$580	\$580	\$609	\$609	
Total Interdepartment Charge			\$25,513	\$26,258	\$26,258	\$22,675	\$22,675	\$0
TRANSFER TO OTHER FUNDS								
9101	0	Transfer to Park Fund	\$5,985	\$5,985	\$5,985	\$5,985	\$5,985	
Total Transfers			\$5,985	\$5,985	\$5,985	\$5,985	\$5,985	\$0
TOTAL EXPENDITURES			\$834,458	\$639,503	\$612,702	\$602,675	\$627,931	\$25,256
NET			-\$85,127	\$13,880	\$62,296	\$50,609	\$25,353	-\$25,256
Percent Recovery			89.80%	102.17%	110.17%	108.40%	104.04%	

Footnotes

¹ The increase in Gate Receipts is related to higher facility single visit and Teen Night participation. A competitor to Summit Waves (Super Splash USA in Raytown) closed last year and is expected to remain closed in 2018; Summit Waves has been reaping the benefits of increased single visits from the neighboring communities this competitor once served.

² The decrease in Part Time Salaries is related to savings in lifeguard and swim instructor hours. Part time staff is budgeted with the assumption that every swim lesson class will max out and Summit Waves will be closed 20 hours throughout the fiscal year. Approximately 25% of swim lesson classes maxed out in July and August and Summit Waves was closed for longer than anticipated resulting in savings in both areas of part time labor.

³ The FY18 Professional Fees budget included a lifeguard certification trainer, the position was never filled.

⁴ The projected increase in Maintenance & Repair Buildings is related to unanticipated cabana repairs and blue tot slide recoating not included in the original budget.

⁵ Summit Waves utilities expenditures reflect a decrease in water usage due to leaks in the waterfall/foundation being repaired. Cracks in the pool foundation resulted in a substantial loss of water in previous fiscal years.

⁶ The decrease in Maintenance & Repair Building expenditures is related to a decrease in paint, pump maintenance, and winterization costs.

⁷ FY19 Capital Expansion contains \$24,506 for VGB grates and \$750 for TV display with mounts for DYK signage.

EXPANSION REQUEST		
VGB Drain Grates	\$24,506	
TV Display	\$750	
Total	\$25,256	

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY19

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
REVENUES								
SERVICES								
4423	0	Grave Openings	\$83,640	\$68,950	\$68,950	\$71,500	\$71,500	
4424	0	Monument Footings	\$10,734	\$10,320	\$10,320	\$9,288	\$9,288	
4425	0	Monument Engraving	\$1,081	\$0	\$0	\$0	\$0	
4426	0	Flaggings	\$1,300	\$1,500	\$1,500	\$1,800	\$1,800	
4441	0	Misc Services	\$843	\$0	\$613	\$0	\$0	
4446	0	Other Revenue	\$87	\$0	\$36	\$0	\$0	
Total Services			\$97,685	\$80,770	\$81,419	\$82,588	\$82,588	\$0
MATRL & FUEL-Material and fuel sales								
4508	0	Monument Sales	\$44,398	\$80,000	\$80,000	\$72,000	\$72,000 ¹	
Total MATRL & FUEL-Material and fuel sales			\$44,398	\$80,000	\$80,000	\$72,000	\$72,000	\$0
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	\$11,201	\$9,100	\$9,100	\$9,100	\$9,100	
4601	0	Mark to Market Adjustment	-\$5,838	\$0	\$0	\$0	\$0	
Total Interest on Investments			\$5,363	\$9,100	\$9,100	\$9,100	\$9,100	\$0
MISCELLANEOUS								
4716	0	Refunds & Reimbursements	-\$1,957	\$0	\$0	\$0	\$0	
4717	0	Discounts	\$0	\$0	\$0	\$0	\$0	
Total Miscellaneous			-\$1,957	\$0	\$0	\$0	\$0	\$0
TRANSFERS FROM OTHER FUNDS								
515	26	Transfer from Fund 026	\$0	\$0	\$0	\$0	\$0	
Total Transfers from Other Funds			\$0	\$0	\$0	\$0	\$0	\$0
PROPERTY SALES								
4801	0	Sale of Personal Property	\$91,000	\$94,500	\$94,500	\$41,000	\$41,000 ²	
Total Property Sales			\$91,000	\$94,500	\$94,500	\$41,000	\$41,000	\$0
TOTAL REVENUES			\$236,489	\$264,370	\$265,019	\$204,688	\$204,688	\$0
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	\$43,563	\$36,347	\$38,721	\$35,205	\$35,205	
7002	0	Overtime	\$47	\$0	\$9	\$0	\$0	
7008	0	Short Term Disability	\$51	\$50	\$50	\$50	\$50	
7009	0	FICA - Employer	\$2,644	\$2,199	\$2,401	\$2,183	\$2,183	
7011	0	Medicare Deduction	\$619	\$514	\$561	\$510	\$510	
7014	0	Communication Allowance	\$417	\$294	\$294	\$294	\$294	
7015	0	Health/Dental Insurance	\$8,759	\$11,575	\$11,575	\$10,791	\$10,791	
7018	0	Life Insurance	\$108	\$106	\$116	\$106	\$106	
7019	0	Worker's Compensation	\$3,966	\$4,049	\$4,049	\$4,049	\$4,049	
7020	0	Long Term Disability	\$152	\$184	\$201	\$183	\$183	
7021	0	Unemployment Insurance	\$30	\$60	\$60	\$60	\$60	
7023	0	LAGERS - Retirement	\$4,089	\$3,760	\$4,104	\$3,661	\$3,661	
Total Personnel Services			\$64,445	\$59,138	\$62,141	\$57,092	\$57,092	\$0
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Exp	\$0	\$0	\$0	\$0	\$0	
7203	0	Insurance Expense	\$900	\$908	\$908	\$573	\$573	
7206	0	Printing Expense	\$50	\$0	\$0	\$0	\$0	
7207	0	Professional Fees	\$51,080	\$51,772	\$56,850	\$53,534	\$53,534	
7213	0	Rentals & Leases	\$445	\$800	\$800	\$800	\$800	
7221	0	Sanitation Services	\$117	\$1,000	\$1,000	\$500	\$500	
7249	0	Consumable Tools	\$26	\$50	\$300	\$400	\$400	
7258	0	Telephone	\$561	\$668	\$668	\$668	\$668	
7259	0	Mobile Telephone	\$66	\$130	\$130	\$130	\$130	
7260	0	Asphalt	\$2,250	\$5,000	\$5,000	\$0	\$0	
7272	0	Rock & Gravel	\$165	\$0	\$0	\$0	\$0	
7264	0	Other Construction Materials	\$37,336	\$49,084	\$49,084	\$44,374	\$44,374	
7269	0	Special Apparel	\$147	\$0	\$85	\$0	\$0	
7270	0	Office Supplies	\$101	\$500	\$500	\$500	\$500	
7271	0	Chemical Supplies	\$966	\$0	\$0	\$0	\$0	

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY19

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
7273	0	Janitorial Supplies	\$0	\$200	\$200	\$200	\$200	
7285	0	Bancard Fees	\$2,061	\$1,950	\$1,950	\$1,500	\$1,500	
Total Supplies and Other Services			\$96,271	\$112,062	\$117,475	\$103,179	\$103,179	\$0
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	\$687	\$500	\$500	\$700	\$700	
7301	0	M & R Grounds	\$6,154	\$7,270	\$7,270	\$3,770	\$3,770	
7303	0	M & R Office Equipment	\$0	\$0	\$0	\$0	\$0	
7304	0	M & R Dp Equipment	\$3,650	\$3,650	\$3,650	\$3,650	\$3,650	
7305	0	M & R Vehicle	\$756	\$1,000	\$1,000	\$1,000	\$1,000	
7306	0	M & R Other Equipment	\$50	\$0	\$0	\$0	\$0	
Total Maintenance & Repairs			\$11,297	\$12,420	\$12,420	\$9,120	\$9,120	\$0
UTILITIES								
7401	0	Natural Gas	\$723	\$900	\$900	\$900	\$900	
7403	0	Electricity	\$2,482	\$3,000	\$3,000	\$2,600	\$2,600	
7407	0	Water/Sewer	\$418	\$450	\$450	\$450	\$450	
Total Utilities			\$3,623	\$4,350	\$4,350	\$3,950	\$3,950	\$0
FUEL & LUBRICANTS								
7500	0	Fuel/Lubricants	\$962	\$1,200	\$1,200	\$1,200	\$1,200	
Total Fuel & Lubricants			\$962	\$1,200	\$1,200	\$1,200	\$1,200	\$0
CONSTRUCTION								
8506	0	Construction Materials	\$0	\$0	\$0	\$0	\$0	
Total Construction			\$0	\$0	\$0	\$0	\$0	\$0
INTERDEPARTMENT CHARGE								
9000	0	ITS Overhead	\$11,667	\$12,228	\$12,228	\$10,065	\$10,065	
9001	0	Fleet Overhead	\$3,887	\$3,838	\$3,838	\$0	\$0	
9002	0	GIS Overhead	\$0	\$0	\$0	\$0	\$0	
9004	0	MERP	\$660	\$636	\$636	\$635	\$635	
9005	0	VERP Payment	\$25	\$26	\$26	\$252	\$252	
9007	0	SLERP Payment	\$68	\$70	\$70	\$292	\$292	
Total Interdepartment Charge			\$16,307	\$16,798	\$16,798	\$11,244	\$11,244	\$0
TRANSFERS								
9101	0	Transfer to Parks	\$21,035	\$20,508	\$20,508	\$18,578	\$18,578	
Total Transfers			\$21,035	\$20,508	\$20,508	\$18,578	\$18,578	\$0
TOTAL EXPENDITURES			\$213,940	\$226,476	\$234,892	\$204,363	\$204,363	\$0
NET			\$22,549	\$37,894	\$30,127	\$325	\$325	\$0
Percent Recovery			110.54%	116.73%	112.83%	100.16%	100.16%	

Footnotes

¹ FY19 Request reflects a 10% decrease in the sale of monuments and vases due to limited availability of plot space remaining for sale.

² FY19 Request reflects the projected end of grave property availability in late Fall 2018. Cemetery management anticipates only 26 standard grave plots will be left for sale as of July 1st, 2018. (\$26,000 of revenue compared to \$85,000 in FY18) FY19 request also reflects \$6,500 in additional columbarium niche space sold as a result of the lack of grave property available.

ITEMIZED BUDGET EXPENSE WORKSHEET

CONSTRUCTION FUND

SUMMARY OF ALL PROGRAMS

FY19

	Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Total Budget Request FY2018- 19
REVENUES				
TAXES				
INTEREST ON INVESTMENTS	2,455	12,000	5,000	2,500
Interest Total	2,455	12,000	5,000	2,500
CONTRIBUTIONS				
CONTRIBUTIONS-FEDERAL	-	-	-	-
CONTRIBUTIONS-OTHER	-	-	-	-
Contributions Total	-	-	-	-
TRANSFERS				
TRANSFER FROM PARK & RECREATION	-	-	510,000 ¹	-
TRANSFER FROM TRANSPORTATION SALES TAX	-	-	-	250,000
TRANSFER FROM COP DEBT FUND	-	1,925,000	4,025,000 ²	3,100,000
Transfers to Other Funds Total	-	1,925,000	4,535,000	3,350,000
TOTAL REVENUES	2,455	1,937,000	4,540,000	3,352,500
EXPENDITURES				
ADDITIONS TO CONSTRUCTION IN PROGRESS				
PROJECT COSTS	486,986	4,700,000	5,103,530	2,835,000
Additions to Construction in Progress	486,986	4,700,000	5,103,530	2,835,000
TOTAL EXPENDITURES	486,986	4,700,000	5,103,530	2,835,000
NET CHANGE	(484,531)	(2,763,000)	(563,530)	517,500

FOOTNOTES:

1 The Transfer from the Park & Recreation Fund is the additional funding approved by the Board towards the Legacy Park Amphitheater project.

2 The Transfer from the Park COP Debt Fund in the FY18 projections represents the \$1,925,000 included in the FY18 budget packet in addition to the \$2,100,000 included in the FY17 budget packet that was not transferred during FY17.

Projects included in the FY19 budget include:

Arts in Parks	\$ 10,000
Harris Park Restrooms	110,000
Hartman Park Trailhead	250,000
Howard Park Renovation (\$200,000 carryover from FY18; total project estimate - \$900,000)	700,000
Langsford/Ruiz Trail Extension	100,000
LSPR Greenway Master Plan Update	20,000
Summit Park Renovation (total project estimate - \$1,600,000)	1,225,000
Wave Pool at Summit Waves (total project estimate - \$5,000,000)	420,000
Total	\$ 2,835,000

Note: Available Fund balance provides additional funding of FY18 projects.

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS COP DEBT FUND
SUMMARY OF ALL PROGRAMS
FY19

	Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Total Budget Request FY2018- 19
REVENUES				
TAXES				
SALES TAX	3,893,486	3,924,442	3,850,000	4,095,942
EATS	(198,653)	(157,000)	(157,000)	(184,317)
Taxes Total	3,694,833	3,767,442	3,693,000	3,911,625
INTEREST				
INTEREST ON INVESTMENTS	13,364	5,000	5,000	7,500
Interest Total	13,364	5,000	5,000	7,500
TOTAL REVENUES	3,708,197	3,772,442	3,698,000	3,919,125
EXPENDITURES				
DEBT SERVICE EXPENSES				
PRINCIPAL PAYMENTS	2,401,500	2,511,500	2,511,500	-
INTEREST EXPENSE	66,269	33,905	33,905	-
Debt Service Total	2,467,769	2,545,405	2,545,405	-
TRANSFER TO OTHER FUNDS				
TRANSFER TO GAMBER CENTER	175,000	175,000	175,000	175,000
TRANSFER TO CONSTRUCTION FUND	-	1,925,000	4,025,000 ¹	3,100,000
Transfer Total	175,000	2,100,000	4,200,000	3,275,000
TOTAL EXPENDITURES	2,642,769	4,645,405	6,745,405	3,275,000
NET CHANGE	1,065,428	(872,963)	(3,047,405)	644,125

FOOTNOTES:

1 The Transfer to the Construction Fund in the FY18 projections represents the \$1,925,000 included in the FY18 budget packet in addition to the \$2,100,000 included in the FY17 budget packet that was not transferred during FY17.

Note: Available Fund balance provides additional funding of FY18 projects.

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	▪
⇒ 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	▪
⇒ Change Order	▪
⇒ 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
⇒ GC	▪ Gamber Center
⇒ GIS	▪ Geographical Information System
⇒ HPCC	▪ Harris Park Community Center
⇒ ITS	▪ Information Technology Services
⇒ LFPF	▪ Legacy for Parks Foundation
⇒ LPCC	▪ Legacy Park Community Center

⇒ ICAA	▪ International Council on Active Aging
⇒ LD	▪ Liquidated Damages
⇒ LLPP	▪ Local Landmark Park Program
⇒ 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	▪ MIS 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
⇒ 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), LEGACY PARK COMMUNITY CENTER FUND (202), AQUATIC FUND (203), GAMBER CENTER FUND (201), 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 four (5) operating funds (Parks & Recreation Fund 200, Legacy Park Community Center 202, Gamber Center 201, Recreation Center 530, and the Aquatic Fund 203); 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 five 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 23rd day of April, 2014.


Lee's Summit Parks & Recreation Board




Lawrence Bivins




Marly McMillen




Samantha Shepard




Mindy Aulenbach
Treasurer




Brian Hutchin
President




Tyler Morehead
Vice President



Hope Davis



Steve Hardin



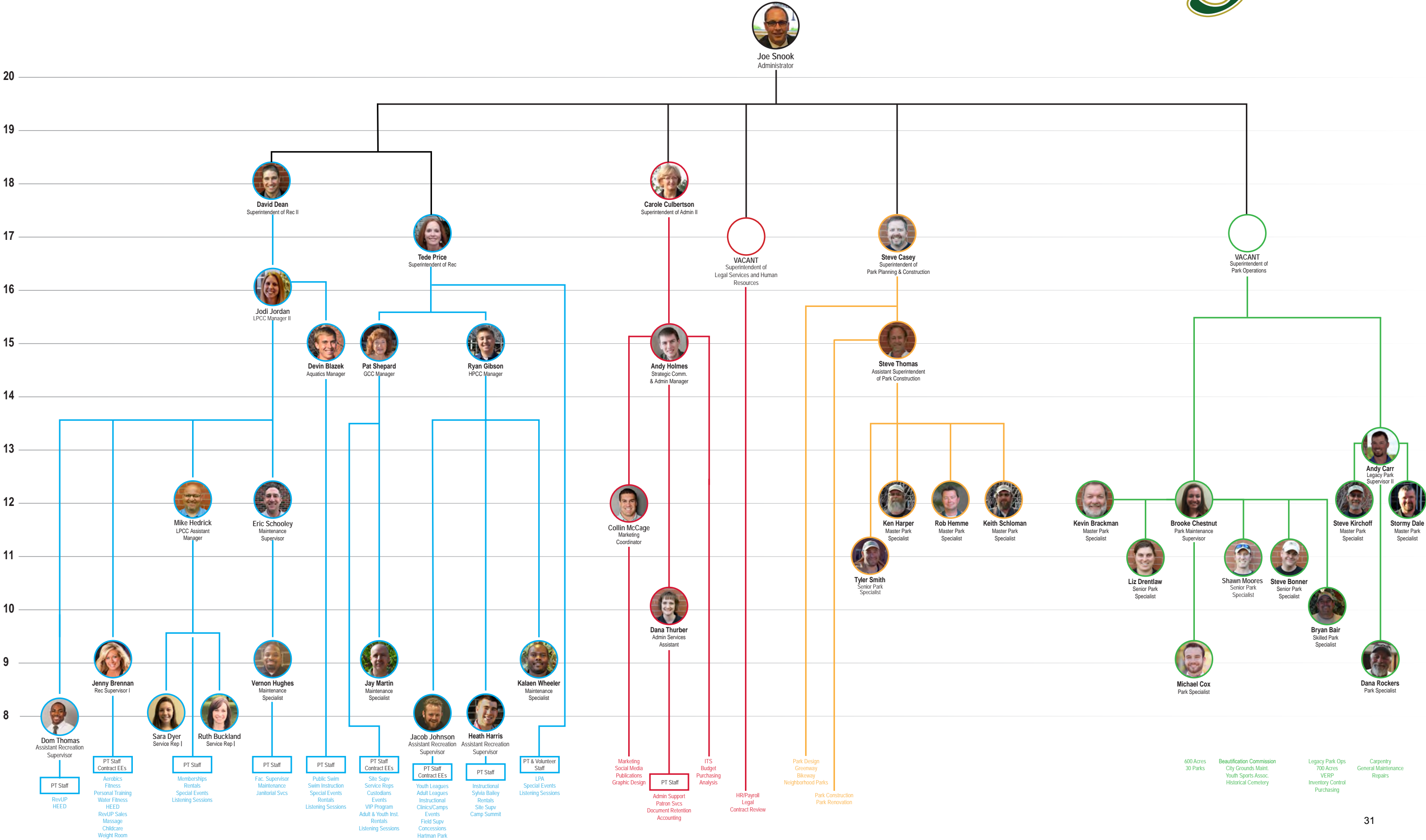
Nancy Kelley



Rob Binney
District I Councilman
Park Board Liaison



LEE'S SUMMIT
PARKS
& RECREATION
Est. 1968



Lee's Summit Beautification Commission Staff Support
MEMORANDUM OF UNDERSTANDING

This memorandum of understanding is entered into this ____ day of _____, 2018 by and between the Parks and Recreation Board of the City of Lee's Summit (hereinafter "Park Board:") and the City of Lee's Summit, Missouri (hereinafter "City").

I. Introduction and Background

In 2001, the City established the Lee's Summit Beautification Commission (hereafter Beautification Commission) and appointed its initial members. The objectives of the Beautification Commission as stated in the enabling resolution by City Council to promote beautification efforts in the City, to coordinate and promote projects for the beautification of the City, and to present recommendations to the Parks and Recreation Board as appropriate. It is dedicated to ensuring a beautifully landscaped environment, created with conservation in mind that reflects our civic pride and welcomes visitors and new businesses to our unique City. Its objective is to promote continuous beautification, through community education and participation.

The Assistant to the City Administrator was assigned the responsibility of oversight and support for the activities of the Beautification Commission. This individual left the City in February of 2008 and the position was not be filled.

At the request of the City Administration, Parks and Recreation staff initiated discussions with the Park Board about Parks and Recreation staff providing support to the Beautification Commission. The Park Board agreed it is willing to have the Beautification Commission serve in an adjunct role to the Park Board, on a year to year basis as defined by an annual Memorandum of Understanding. Park staff will provide oversight and staff assistance to the Beautification Commission. The Beautification Commission will report to the Park Board on its activities on a monthly basis or more frequently as needed. The Park Board will not be responsible for funding the activities of the Beautification Commission. All funding for Beautification Commission activities and park staff support will be provided by the City on an annual appropriation basis through the City budget process and the above mentioned Memorandum of Understanding similar to that currently used for other City activities performed by the Park Board, i.e., cemetery management, right-of-way maintenance, beautification commission, etc. The Park Board will be responsible for oversight of all financial operations of the Beautification Commission to insure compliance with City/Board policies and procedures.

II. Purpose

1. It is believed that the Parks and Recreation Department will be able to provide appropriate staff support to the Beautification Commission and that the mission of the Beautification Commission is aligned with the mission and objectives of the Parks and Recreation Department/Board.

2. This Memorandum of Understanding serves to solidify the role of the Park Board, duties and responsibilities of Parks and Recreation staff, and the relationship between the Beautification Commission, the Parks and Recreation Department, and the City.

III. General Roles and Responsibilities

The Parks and Recreation staff will provide oversight and staff assistance to the Beautification Commission. The roles, responsibilities, and duties of each group are more clearly outlined as follows:

A. Park Board

The Park Board supports the general objectives of the Beautification Commission Strategic Plan and the objectives established by City resolution and wish to support the City in furthering the objectives of the Beautification Commission. In so doing, the Park Board will:

1. Accept the Beautification Commission activities as a part of their responsibility.
2. Review and approve the Beautification Commission's annual Strategic Plan.
3. Provide staff support for the Beautification Commission as follows:
 - a) Prepare the agenda, locate and reserve the meeting space for the monthly meeting.
 - b) Advise other City departments of Beautification Commission activities as appropriate.
 - c) Advise the Beautification Commission on City policies and procedure.
 - d) Provide clerical services for Beautification Commission activities such as copying, plan reproduction, etc.
 - e) Provide Marketing support for the Beautification Commission.
 - f) Coordinate Beautification Commission reports and agenda items to the Park Board.
 - g) Coordinate with other City departments for approved Beautification Commission activities.
 - h) Provide support for grant writing activities of the Beautification Commission.
 - i) Coordinate Parks and Recreation support of Beautification Commission activities that are approved by the Department.
 - j) Provide oversight of all financial activities of the Beautification Commission and insure compliance with all City/Board policies and procedures.
 - k) Provide an annual written report and presentation to the City of the activities and accomplishments of the Beautification Commission by December 1.
 - l) Provide the Beautification Commission with a written report monthly stating budget, revenues, expenses, and balance.

B. Beautification Commission Members

Beautification Commission members agree to:

1. Appoint a chairperson from its membership.
2. Meet on a monthly basis.
3. Work through the designated Park staff to accomplish Beautification Commission initiatives and activities.
4. Coordinate with outside organizations and individuals to provide activities to accomplish Beautification Commission initiatives.
5. Make presentations to City departments and outside organizations regarding Beautification Commission activities and requests.
6. Take and prepare meeting minutes.
7. Prepare an annual Schedule of Activities for review and approval by the Park Board.
8. Obtain written authorization by designated Park Staff prior to making any expenditure.
9. Follow all City procedures regarding all Beautification Commission activities including finance, purchasing and personnel.

C. The City of Lee 's Summit

1. Provide necessary funding in accordance with Section IV of this Memorandum of Understanding.
2. Appoint and replace as necessary nine (9) Beautification Commission members for one-year terms on an annual basis.

IV. Appropriations

It is agreed that the Park Board will not be responsible for funding the activities of the Beautification Commission. Instead, the Park Board will work with the Beautification Commission to develop an annual request for appropriations that reflect

1. Funding to Parks and Recreation for Beautification Commission activities as determined by a budget developed by Parks and Recreation with input from the Beautification Commission and;
2. Reimburse Parks and Recreation for yearly activities based on long range goals approved by the Park Board. The approved yearly activities will represent a target staff level of .10 FTE for a Superintendent of Park Operations, .10 FTE for a Park Supervisor, .10 FTE for a Superintendent of Park Planning and Construction and .05 FTE for a Marketing Coordinator. The staff activities will include Beautification Commission meeting support, special events coordination, marketing design services and other miscellaneous staff activities. The compensation to Parks and Recreation for staff and activities will be paid monthly.
3. The appropriation request for FY 19 is attached to the Memorandum of Understanding as referenced as Exhibit A.

4. Appropriation requests should be submitted to the City Manager's in accordance with the budget calendar and with appropriate line item expenditures, projections, and documentation.

V. Representation and Termination

Representation in all matters pertaining to this understanding and the operations it pertains to shall be provided by the Assistant City Manager and the Superintendent of Park Planning and Development (collectively referred to as "designees").

1. In the event of dispute or conflict between said designees concerning this understanding or the operations it pertains to, the City Manager and the Parks and Recreation Administrator shall, by mutual agreement, resolve the dispute or conflict.
2. In the event the City Manager and the Parks and Recreation Administrator are unable to resolve such dispute or conflict, either party hereto may terminate this understanding by providing thirty (30) days written notice prior to the effective date of termination.

VI. Term of Agreement

The term of this agreement shall be July 1, 2018 – June 30, 2019. The agreement shall be extended on a year-to-year basis without notice unless written notification of termination or either party gives amendment no less than thirty (30) days prior to the end of a term.

Steve Arbo
City Manager

Date

Joe Snook, CPRP
Parks and Recreation Administrator

Date

Beautification Commission Work Plan for FY 2019

During the past ten years, the city has funded beautification efforts outlined by the Commission's Strategic Plan. With the support of LS Parks & Rec, the commission has continued ongoing initiatives and added new projects to enhance the beauty and livability of Lee's Summit. The Beautification Commission consists of very active members who are highly committed to providing leadership in beautifying the Lee's Summit community. Evidence of beautification efforts are now found in high-traffic areas that our citizens see every day. With the addition of Right of Way improvements, Lee's Summit is demonstrating its commitment to beautification while improving our ecological footprint. Our Downtown is blooming with color, and spots of beauty can be identified throughout Lee's Summit!

Objective 1: Develop projects and programs to beautify the Lee's Summit community.

Activity 1A: Continue beautification of highly visible areas.

Activity 1B: Facilitate an Annual Landscaping Contest.

Activity 1C: Continue Lee's Summit Clean-Up Day on an annual basis.

Activity 1D: Expand beautification efforts to include right of way areas.

Activity 1E: Maintain communication with City of LS and MODOT to provide regular cleanup services.

Activity 1F: Continue seasonal plantings in downtown planters

Objective 2: Serve as Lee's Summit's Tree Board

Activity 2A: Increase community awareness of the value of trees in several ways including applying for a grant for a tree inventory and reviewing and improving our city's Tree Plan.

Activity 2B: Plan and Execute an Arbor Day Event at a local school.

Activity 2C: Maintain the City's designation as a "Tree City" (Now in our 14th year!)

Objective 3: Educate the Lee's Summit community regarding beautification and environmental activities.

Activity 3A: Promote environmental issues within the community.

Activity 3B: Provide continuing education opportunities for Beautification Commission members.

Objective 4: Promote the City of Lee's Summit and its Beautification program.

Activity 4A: Establish open communication with the community

Activity 4B: Maintain an active interest in Lee's Summit gateway and signage

Activity 4C: Organize a volunteer force to support beautification activities.

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION - FUND 200
BEAUTIFICATION COMMISSION
FY19

EXHIBIT "A"

	Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Total Budget Request FY2018-19
REVENUES				
TRANSFERS				
Transfer from Gen Fund	51,988	57,106	57,106	60,539
Total Transfers	51,988	57,106	57,106	60,539
TOTAL REVENUES	51,988	57,106	57,106	60,539
EXPENDITURES				
PERSONAL SERVICES				
Salaries - Regular	19,254	18,763	20,766	21,122
Short Term Disability	16	17	17	17
FICA - Employer	1,116	1,163	1,287	1,310
Medicare Deduction	261	272	301	306
Health/Dental Insurance	4,143	4,051	4,051	4,718
Life Insurance	43	56	62	63
Long Term Disability	60	98	108	110
LAGERS - Retirement	1,867	1,989	2,201	2,197
Total Personal Services	26,760	26,410	28,795	29,843
PS-FRINGS				
Car & Communication Allowance	123	125	125	125
Workers Compensation	-	-	-	-
Unemployment Insurance	11	21	21	21
Total PS-Fringes	134	146	146	146
COMMODITIES				
Total Commodities	-	-	-	-
CONTRACTUAL SERVICES				
Advertising Exp	-	900	900	900
Printing Expense	175	350	350	350
Professional Fees	23,149	18,000	18,000	18,000
Travel & Meeting	-	500	500	500
Public Relations	-	800	800	800
Total Contractual Services	23,324	20,550	20,550	20,550
MAINTENANCE & REPAIRS				
M & R Grounds	1,770	10,000	10,000	10,000
Total Maintenance & Repairs	1,770	10,000	10,000	10,000
TOTAL EXPENDITURES	51,988	57,106	59,491	60,539

Memorandum of Understanding between
the Lee's Summit Parks and Recreation Department
and the
City of Lee's Summit Public Works Department
2018 - 2019

This is a Memorandum of Understanding between the Lee's Summit Parks and Recreation Department (hereinafter termed "Parks") and the City of Lee's Summit Public Works Department (hereinafter termed "Public Works").

In 1993 the City of Lee's Summit requested Parks to consider, and if interested, develop a proposal for the maintenance and administration of certain Public Works properties. Parks determined they would be interested in assuming these additional responsibilities if it provided the following opportunities: (1) for growth of Park staff; (2) to acquire the capability to provide for concentrated manpower and equipment to address special needs that occur due to weather or scheduling; (3) to take advantage of the efficiencies of operation that are to be found between park operations and care of the selected Public Works properties. As mutual interest was identified this agreement was developed whereby Public Works provided budgetary appropriations for Cemetery Operation (Section I below) and City Grounds Maintenance. In this relationship, Public Works determined what tasks were to be accomplished and Public Works and Parks mutually agreed on funding appropriations for the performance of these activities;

In 1998 Public Works requested Parks assume administration and maintenance of selected median and right of way areas contained in Section II, page 2, Medians, Right-of-Way and Public Works Properties Maintenance. It was agreed that additional appropriations to the original budget be made by Public Works for all new responsibilities assumed by Parks. The new areas of responsibility and the tasks and appropriations for these areas were shown as attachments to the Memorandum of Understanding.

In 2008 Public Works and Parks agreed to revise the budgeting method by which Public Works provides funds to Parks for services provided. The following details these provisions:

- ▶ Parks will provide a line-item budget to Public Works, (*Exhibit A*).
- ▶ Parks will provide a Schedule of Services to Public Works, (*Exhibit B*).
- ▶ Parks will provide the Fee Allocation Report, (*Exhibit C*), a supplement to the Parks Grounds Maintenance Budget, detailing how costs and percentages have been determined.
- ▶ Public Works agrees to provide funds to Parks through an inter-fund reimbursement, based on the agreed upon percentage illustrated in Table 1 of the Fee Allocation Report
- ▶ Contract Mowing costs will be budgeted based on estimates of mowing frequency for the fiscal year. The budgeted expenditure amount will be brought to actual with adjustment made by journal entry at the conclusion of the agreement term. No other expenditures charged to this program will be adjusted to actual.
- ▶ Should additional services not provided for in the Schedule of Services be requested, Public Works and Parks will negotiate costs. These additional services will be addressed as an amendment to the MOU with expenditures and funding sources identified.
- ▶ Public Works agrees to provide funds, for administrative services of the Parks and Recreation Administrator, Superintendent of Park Operations, Superintendent of Park Planning and Construction, Superintendent of Administration and support staff for management of the selected areas identified in the MOU.

Parks agrees to provide various administrative and maintenance services for certain City property including the care and operation of the Lee's Summit Historical Cemetery, maintenance of selected parkway and street medians and maintenance of certain city grounds areas as specified under the terms identified below. Parks also agrees to prepare and administer the budget for the care of these specified City grounds maintenance activities and the administration of all staffing, construction and materials for the purpose of these activities.

In regards to the operation of the Cemetery, the ultimate responsibility for the cemetery is assigned to the City Manager. However, if the Parks and Recreation Department exercises its option to cease care and operation of the Cemetery the operating tasks will default to the Public Works Department, unless otherwise assigned by the City Manager.

The Parks and Recreation Department will be conducting an internal review to evaluate the department benefits for continued involvement in the operation of the cemetery. This review will be used for decisions regarding the 2019-2020 MOU.

In consideration of the use of all resources associated with these activities and with the agreed to FY 2019 appropriations of \$152,855 from Public Works, Parks agrees to carry out the following activities:

I. Cemetery Operation

Parks shall provide the following services for care and operation of the Lee's Summit Historical Cemetery:

1. Sexton services.
2. Turf care to include mowing, trimming, disease/weed control, seeding and fertilization.
3. Tree and shrub care to include pruning, removal, planting and disease control.
4. Administration of the Cemetery including but not limited to preparation of Cemetery rules and regulations, preparation of the budget, oversight of all purchases, expenditures and revenue, updating of the site plan and grave inventory, monument sales and general record keeping.

The identified services shall be provided to the degree and frequency to meet acceptable standards of maintenance and administration as determined by Parks with concurrence of Public Works.

In consideration for the above services, the City agrees to:

1. Allow use of the Cemetery Fund and revenue from operations for expenses to operate the cemetery, make capital improvements and to insure long term financing of cemetery maintenance operations.

In consideration for the above services, Public Works agrees to:

1. Allow use of Public Works equipment and personnel, as available, to support maintenance services provided by Parks for Cemetery operations.

II. Medians, Right-of-Way and Public Works Properties Maintenance

Parks shall provide the following maintenance services when requested and funded by Public Works:

1. Todd George Road - Parks shall provide the following maintenance services for the median and right of way areas on Todd George Road between Tudor Road and Colbern Road including the SW corner of Colbern and Todd George and between Tudor Road South to existing Todd George Road (near Patterson Drive) beginning spring 2006:
 - a. Provide turf care to include disease/weed control, seeding and fertilization.
 - b. Provide tree, shrub and ground cover care to include pruning, removal, planting, fertilization and disease control.
 - c. Provide trash pick-up.
2. Ward Road - Parks shall provide the following maintenance services for the median and right of way areas (In agricultural zoned areas) on Ward Road from the medians just north of Scherer and Missouri Highway 150 added right of way on west side of Ward in front of several houses in 2011):
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding, and fertilization.
 - b. Provide tree, shrub and ground cover care to include pruning, removal, planting, fertilization and disease control.
 - c. Provide insect control on trees and shrubs
 - d. Provide trash pick-up.
3. Blackwell Road - Parks shall provide the following maintenance services for the median and right of way areas on Blackwell Road not to exceed 100 feet of total Right of Way (25 feet either side of center line) between south boundary of Legacy Park and Colbern Road:
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding, and fertilization.
 - b. Provide tree, shrub and ground cover care to include pruning, removal, planting, fertilization and disease control.
 - c. Provide trash pick-up.
4. Chipman Road - Parks shall provide the following maintenance services for the median areas on Chipman Road right-of-way between Pryor Rd. and US Route 50 and islands East of Pryor:
 - a. Provide turf care to include disease/weed control, seeding, and fertilization and mowing for the Summit Woods median only.
 - b. Provide tree care to include pruning, removal, planting, fertilization, disease and insect control. Provide trash pick-up.

5. Pryor Road - Parks shall provide the following maintenance services for the right of way area on Pryor Road north of Chipman and north and south of Lowenstein Drive, and the two medians on Pryor north of Chipman:
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding and fertilization.
6. Scruggs Road - Parks shall provide the following maintenance services for the medians on Scruggs Road at the intersection of new Todd George Road:
 - a. Provide turf care to include pruning of shrubs, disease/weed control, and fertilization.
7. Third Street and Pryor Road – Parks shall provide the following maintenance services for the excessive Right-of-Way on Third Street from Pryor Road towards the Rail Road bridge.
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding and fertilization on South side and mowing only on the North side.
8. City Owned Lots – Parks shall provide turf care to include mowing and trimming for the following locations:
 - a. Howard Cemetery
 - b. Windemere
 - c. 308 Winburn Trail
9. Public Parking Lots – Parks shall provide mowing of turf and pruning of small trees and shrubs and/or maintenance of landscape beds at the following locations:
 - a. 2nd and Douglas.
 - b. Lot on Douglas across from the Fire Department (behind The Peanut).
 - c. Customer Service parking lot across from old City Hall.
10. Islands and Street Corners – Parks shall provide mowing of turf and/or pruning of small trees and shrubs on islands and street corners at the following locations:
 - a. Maple and Market island
 - b. 1st and Madison island
 - c. 2nd and Grand island
 - d. Madison and Mission island
 - e. Ward and O'Brien island
 - f. 2nd and SE Main (NW and SW corner)
 - g. 2nd and SW Main (NW and SW corner)
11. Downtown – Parks shall provide the following services for the downtown areas:
 - a. Annual pruning of the downtown trees.
 - b. Pesticide control on downtown trees.

12. Cheddington and HWY 150 – Parks shall provide the following maintenance services for the medians on Cheddington Drive between M150 and Chatham Drive:
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding and fertilization.
13. Tudor Road Medians – Parks shall provide the following maintenance services for the right of way area on Tudor Road, west of Douglas and East of Tudor Road Bridge.
 - a. Provide turf care to include mulching, disease/weed control
 - b. Provide plant care to include pruning, removal, planting, fertilization, disease and insect control. Provide trash pick-up.
14. City of Lee's Summit I 470 & View High Monument – Parks shall provide the following maintenance services at NO cost to Public Works:
 - a. Provide turf care to include mowing, disease/weed control
 - b. Provide plant care to include,, pruning, removal, planting, fertilization, disease and insect control. Provide lighting maintenance. Provide trash pickup.
15. 50 Highway and Blackwell Roundabouts – Parks shall provide the following maintenance services for the 50 Highway & Blackwell Roundabouts.
 - a. Provide turf care to include mowing, trimming, disease/weed control, and fertilization.

The identified services shall be provided to the degree and frequency to meet acceptable standards of maintenance as determined by Parks with the concurrence of Public Works.

III. Parks Agreement to Reimburse Public Works for Services

In consideration for the above services Public Works agrees to:

- 1) Allow use of Public Works equipment and personnel, as available, to support these services. Parks will reimburse for these services. The Parks Department further agrees to reimburse Public Works for time and material for services including but not limited to:
 - a) Paint stripping bicycle lanes
 - b) Sign making and installation
 - c) Engineering and design services
 - d) Resident engineering services
 - e) Heavy maintenance or construction
 - f) Salt or salt/sand mix
 - g) Locates for electrical lines in Park facilities

In the case of material purchases, Parks and Recreation will purchase the material for Public Works use. For manpower, Parks and Recreation will provide program or project account numbers for time to be charged.

IV. Representation and Termination

Representation in all matters pertaining to this understanding and the operations it pertains to shall be provided by the Deputy Director of Public Works for Public Works and the Superintendent of Park Operations for Parks (Collectively referred to as “designees”).

- 1) In the event of dispute or conflict between said designees concerning this understanding or the operations it pertains to, the Director of Public Works and the Parks and Recreation Administrator shall, by mutual agreement, resolve the dispute or conflict.
- 2) In event the Director of Public Works and the Parks and Recreation Administrator are unable to resolve the dispute or conflict concerning this understanding or the operations it pertains to, the City Manager and the Parks and Recreation Administrator shall, by mutual agreement, resolve the dispute or conflict.
- 3) In the event the City Manager and the Parks and Recreation Administrator are unable to resolve such dispute or conflict, either party hereto may terminate this understanding by providing thirty (30) days written notice prior to the effective date of termination.

V. Term of Agreement

The term of this agreement shall be July 1, 2018– June 30, 2019. The agreement shall be extended on a year-to-year basis without notice unless written notification of termination or either party gives amendment no less than thirty (30) days prior to the end of a term.

Steve Arbo
City Manager

Date

Joe Snook, CPRP
Administrator, Parks and Recreation

Date

Dena Mezger, P.E.
Public Works Director

Date

Attachments –
Grounds Maintenance Budget Summary Exhibit A
Landscape Maintenance Schedule of Services- Exhibit B
Fee Allocation Report- Exhibit C
Cemetery Budget Summary

ITEMIZED BUDGET EXPENSE WORKSHEET
PARK & RECREATION FUND
GROUNDS MAINTENANCE-PUBLIC WORKS
FY19

Exhibit A

	TOTAL GROUNDS MAINTENANCE- PUBLIC WORKS
PERSONNEL SERVICES	
7000-0-Salaries-Regular	27,015
7008-0-Short Term Disability Pay	30
7009-0-FICA-Employer	1,675
7011-0-Medicare Deduction	392
7014-0-Communication Allowance	-
7015-0-Health/Dental Insurance	8,088
7018-0-Life Insurance	81
7019-0-Worker's Compensation	6,748
7020-0-Disability Insurance	140
7021-0-Unemployment Insurance	36
7023-0-Retirement-Lagers	2,810
	<u>47,016</u>
OTHER SUPPLIES, SERVICES AND CONTRACTS	
7203-0-Insurance Expense	351
7207-0-Professional Fees Expense	59,194
7213-0-Rentals & Leases Expense	115
7221-0-Sanitation Services	120
7249-0-Consumable Tools	140
7269-0-Special Apparel	552
Total Other Supplies, Services and Contracts	<u>60,473</u>
INTERDEPARTMENT CHARGE	
9001-0-CVM - Overhead	9,025
9005-0-VERP Payment	9,069
Total Interdepartment Charge	<u>18,094</u>
MAINTENANCE & REPAIRS	
7301-0-Maintenance-Grounds	1,944
7305-0-Maint & Repair-Vehicle	7,060
7306-0-Maint & Repair-Other Eq	295
Total Maintenance & Repairs	<u>9,299</u>
UTILITIES	
7403-0-Electricity	1,250
Total Utilities	<u>1,250</u>
FUEL & LUBRICANTS	
Fuel & Lubricants	2,827
Total Fuel & Lubricants	<u>2,827</u>
ADMINISTRATIVE FEE	
LSPR 10% Administration Fee	13,896
Total Transfers	<u>13,896</u>
	<u>152,855</u>

Departmental Allocation Based on Man Hours (Table1)
Departmental allocations are derived by calculating manhours spent on each contract. These percentages are used to calculate overhead charges in the table below.

TABLE 1
Departmental Allocation Based on Man Hours

Grounds Maintenance	Hours	% of Hrs
Senior Park Specialist	1,040	83%
Maintenance Supervisor	104	8%
Supt. of Park Operations	104	8%
	1,248	100%

TABLE 2
Overhead Allocation by Department FY19

Department	Salaries and Benefits	Supplies and Other Services	Mowing & Tree Contracts	VERP & CVM	M&R	Utilities	Fuel	Capital Outlay	Total Grounds FY19 Budget	Administrative Fee (10% of Budget)	Total MOU Charge
PW	47,016	1,279	59,194	18,094	9,299	1,250	2,827	-	138,959	13,896	152,855
Total Grounds Maintenance	47,016	1,279	59,194	18,094	9,299	1,250	2,827	-	138,959	13,896	152,855

Department	Salaries and Benefits	Supplies and Other Services	Mowing Contract	VERP/CVM/ ITS/MERP	M&R	Utilities	Fuel	Capital Outlay	Total Cemetery FY19 Budget	Administrative Fee (10% of Budget)	Total MOU Charge
Cemetery	57,091	77,145	26,034	11,244	9,120	3,950	1,200	-	185,784	18,578	204,362
Total Cemetery Budget	57,091	77,145	26,034	11,244	9,120	3,950	1,200	-	185,784	18,578	204,362
Total Grounds Maintenance and Cemetery	104,107	78,424	85,228	29,338	18,419	5,200	4,027	-	324,743	32,474	357,217

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY19

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
REVENUES								
SERVICES								
4423	0	Grave Openings	\$83,640	\$68,950	\$68,950	\$71,500	\$71,500	
4424	0	Monument Footings	\$10,734	\$10,320	\$10,320	\$9,288	\$9,288	
4425	0	Monument Engraving	\$1,081	\$0	\$0	\$0	\$0	
4426	0	Flaggings	\$1,300	\$1,500	\$1,500	\$1,800	\$1,800	
4441	0	Misc Services	\$843	\$0	\$613	\$0	\$0	
4446	0	Other Revenue	\$87	\$0	\$36	\$0	\$0	
Total Services			\$97,685	\$80,770	\$81,419	\$82,588	\$82,588	\$0
MATRL & FUEL-Material and fuel sales								
4508	0	Monument Sales	\$44,398	\$80,000	\$80,000	\$72,000	\$72,000	
Total MATRL & FUEL-Material and fuel sales			\$44,398	\$80,000	\$80,000	\$72,000	\$72,000	\$0
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	\$11,201	\$9,100	\$9,100	\$9,100	\$9,100	
4601	0	Mark to Market Adjustment	-\$5,838	\$0	\$0	\$0	\$0	
Total Interest on Investments			\$5,363	\$9,100	\$9,100	\$9,100	\$9,100	\$0
MISCELLANEOUS								
4716	0	Refunds & Reimbursements	-\$1,957	\$0	\$0	\$0	\$0	
4717	0	Discounts	\$0	\$0	\$0	\$0	\$0	
Total Miscellaneous			-\$1,957	\$0	\$0	\$0	\$0	\$0
TRANSFERS FROM OTHER FUNDS								
515	26	Transfer from Fund 026	\$0	\$0	\$0	\$0	\$0	
Total Transfers from Other Funds			\$0	\$0	\$0	\$0	\$0	\$0
PROPERTY SALES								
4801	0	Sale of Personal Property	\$91,000	\$94,500	\$94,500	\$41,000	\$41,000	
Total Property Sales			\$91,000	\$94,500	\$94,500	\$41,000	\$41,000	\$0
TOTAL REVENUES			\$236,489	\$264,370	\$265,019	\$204,688	\$204,688	\$0
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	\$43,563	\$36,347	\$38,721	\$35,205	\$35,205	
7002	0	Overtime	\$47	\$0	\$0	\$0	\$0	
7008	0	Short Term Disability	\$51	\$50	\$50	\$50	\$50	
7009	0	FICA - Employer	\$2,644	\$2,199	\$2,401	\$2,183	\$2,183	
7011	0	Medicare Deduction	\$619	\$514	\$561	\$510	\$510	
7014	0	Communication Allowance	\$417	\$294	\$294	\$294	\$294	
7015	0	Health/Dental Insurance	\$8,759	\$11,575	\$11,575	\$10,791	\$10,791	
7018	0	Life Insurance	\$108	\$106	\$116	\$106	\$106	
7019	0	Worker's Compensation	\$3,966	\$4,049	\$4,049	\$4,049	\$4,049	
7020	0	Long Term Disability	\$152	\$184	\$201	\$183	\$183	
7021	0	Unemployment Insurance	\$30	\$60	\$60	\$60	\$60	
7023	0	LAGERS - Retirement	\$4,089	\$3,760	\$4,104	\$3,661	\$3,661	
Total Personnel Services			\$64,445	\$59,138	\$62,132	\$57,092	\$57,092	\$0
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Exp	\$0	\$0	\$0	\$0	\$0	
7203	0	Insurance Expense	\$900	\$908	\$908	\$573	\$573	
7206	0	Printing Expense	\$50	\$0	\$0	\$0	\$0	
7207	0	Professional Fees	\$51,080	\$51,772	\$56,850	\$53,534	\$53,534	
7213	0	Rentals & Leases	\$445	\$800	\$800	\$800	\$800	
7221	0	Sanitation Services	\$117	\$1,000	\$1,000	\$500	\$500	
7249	0	Consumable Tools	\$26	\$50	\$300	\$400	\$400	
7258	0	Telephone	\$561	\$668	\$668	\$668	\$668	
7259	0	Mobile Telephone	\$66	\$130	\$130	\$130	\$130	
7260	0	Asphalt	\$2,250	\$5,000	\$5,000	\$0	\$0	
7264	0	Other Construction Materials	\$37,501	\$49,084	\$49,084	\$44,374	\$44,374	
7269	0	Special Apparel	\$147	\$0	\$85	\$0	\$0	
7270	0	Office Supplies	\$101	\$500	\$500	\$500	\$500	

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY19

			Prior Year Actual FY2016-17	Current Budget FY2017-18	Current Year Projected FY2017-18	Maint Budget Request FY2018-19	Total Budget Request FY2018-19	Expansion
7271	0	Chemical Supplies	\$966	\$0	\$0	\$0	\$0	
7273	0	Janitorial Supplies	\$0	\$200	\$200	\$200	\$200	
7285	0	Bancard Fees	\$2,061	\$1,950	\$1,950	\$1,500	\$1,500	
Total Supplies and Other Services			\$96,271	\$112,062	\$117,475	\$103,179	\$103,179	\$0
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	\$687	\$500	\$500	\$700	\$700	
7301	0	M & R Grounds	\$6,154	\$7,270	\$7,270	\$3,770	\$3,770	
7303	0	M & R Office Equipment	\$0	\$0	\$0	\$0	\$0	
7304	0	M & R Dp Equipment	\$3,650	\$3,650	\$3,650	\$3,650	\$3,650	
7305	0	M & R Vehicle	\$756	\$1,000	\$1,000	\$1,000	\$1,000	
7306	0	M & R Other Equipment	\$50	\$0	\$0	\$0	\$0	
Total Maintenance & Repairs			\$11,297	\$12,420	\$12,420	\$9,120	\$9,120	\$0
UTILITIES								
7401	0	Natural Gas	\$723	\$900	\$900	\$900	\$900	
7403	0	Electricity	\$2,482	\$3,000	\$3,000	\$2,600	\$2,600	
7407	0	Water/Sewer	\$418	\$450	\$450	\$450	\$450	
Total Utilities			\$3,623	\$4,350	\$4,350	\$3,950	\$3,950	\$0
FUEL & LUBRICANTS								
7500	0	Fuel/Lubricants	\$962	\$1,200	\$1,200	\$1,200	\$1,200	
Total Fuel & Lubricants			\$962	\$1,200	\$1,200	\$1,200	\$1,200	\$0
CONSTRUCTION								
8506	0	Construction Materials	\$0	\$0	\$0	\$0	\$0	
Total Construction			\$0	\$0	\$0	\$0	\$0	\$0
INTERDEPARTMENT CHARGE								
9000	0	ITS Overhead	\$11,667	\$12,228	\$12,228	\$10,065	\$10,065	
9001	0	Fleet Overhead	\$3,887	\$3,838	\$3,838	\$0	\$0	
9002	0	GIS Overhead	\$0	\$0	\$0	\$0	\$0	
9004	0	MERP	\$660	\$636	\$636	\$635	\$635	
9005	0	VERP Payment	\$25	\$26	\$26	\$252	\$252	
9007	0	SLERP Payment	\$68	\$70	\$70	\$292	\$292	
Total Interdepartment Charge			\$16,307	\$16,798	\$16,798	\$11,244	\$11,244	\$0
TRANSFERS								
9101	0	Transfer to Parks	\$21,035	\$20,508	\$20,508	\$18,578	\$18,578	
Total Transfers			\$21,035	\$20,508	\$20,508	\$18,578	\$18,578	\$0
TOTAL EXPENDITURES			\$213,940	\$226,476	\$234,883	\$204,363	\$204,363	\$0
NET			\$22,549	\$37,894	\$30,136	\$325	\$325	\$0
Percent Recovery			111%	117%	113%	100%	100%	

Expansion Requests

None for FY19

**FULL TIME STAFF COMPENSATION
2018/2019 SCHEDULE**

Grade	Title	2017-2018 Salary Range		2018-2019 Salary Range	
7	None	\$24,566	- \$39,355	\$24,566	- \$39,355
8	Service Representative I (2) Assistant Recreation Supervisor (3)	\$26,112	- \$41,963	\$26,112	- \$41,963
9	Recreation Supervisor I (1) Maintenance Specialist (3) Park Specialist (2)	\$28,269	- \$45,541	\$28,269	- \$45,541
10	Administrative Services Assistant (1) Skilled Park Specialist (1)	\$30,644	- \$49,520	\$30,644	- \$49,520
11	Senior Park Specialist (4) Recreation Supervisor II (0)	\$33,261	- \$53,884	\$33,261	- \$53,884
12	Legacy Park Community Center Assistant Manager (1) Maintenance Supervisor (1) Park Maintenance Supervisor (1) Marketing Coordinator (1) Master Park Specialist (6) Recreation Supervisor III (0)	\$36,150	- \$56,331	\$36,150	- \$56,331
13	Park Maintenance Supervisor II (1)	\$39,339	- \$64,162	\$39,339	- \$64,162
14	None	\$42,866	- \$70,171	\$42,866	- \$70,171
15	Aquatics Manager (1) Gamber Community Center Manager (1) Harris Park Community Center Manager (1) Strategic Communications and Administration Manager (1) Assistant Superintendent of Park Construction (1)	\$46,769	- \$76,794	\$46,769	- \$76,794
16	Legacy Park Community Center Manager II (1)	\$51,093	- \$84,099	\$51,093	- \$84,099
17	Superintendent of Recreation (1) Superintendent of Park Planning and Construction (1) Superintendent of Park Operations (1) Superintendent Legal Services and Human Resources (1)	\$55,889	- \$92,273	\$55,889	- \$92,273
18	Superintendent of Administration II (1) Superintendent of Recreation II (1)	\$61,213	- \$101,308	\$61,213	- \$101,308
19	None	\$70,546	- \$116,754	\$70,546	- \$116,754
20	Assistant Administrator (0)	\$74,711	- \$123,721	\$74,711	- \$123,721
21	None	\$80,142	- \$132,715	\$80,142	- \$132,715
22	None	\$82,910	- \$134,816	\$82,910	- \$134,816

Unclassified--Administrator of Parks and Recreation (1)

PART TIME STAFF STARTING PAY SCHEDULE
BY DIVISION

DIVISION	POSITION	FY18 (Original Budget) (Per Hour)	FY19 Request (Per Hour)
ADMINISTRATION			
	Administrative Services Assistant	\$10.00 - \$12.50	\$10 - \$12.50
	Service Representative	\$7.70	\$7.85
PARKS			
	Park Specialist - Seasonal	\$8.50	\$9.50
	Park Operations - Site Supervisor	\$10.00	\$11.00
GAMBER CENTER			
	Recreation Supervisor	\$12.75	\$12.75
	Dance Instructor	\$15.00	\$15.00
	Facility Supervisors	\$8.50	\$8.50
	Facility Supervisors-after hours	\$8.50	\$10.00
	Service Representatives	\$7.70	\$7.85
	Custodians	\$7.70	\$8.50
	Fitness Instructors (Land)	\$22.00	\$22.00
	Security	\$43.00	\$43.00
LEGACY PARK COMMUNITY CENTER (LPCC)			
	Service Representative	\$8.50	\$8.50
	Facility Supervisors	\$10.00	\$11.00
	Custodian	\$7.70	\$8.50
	Gym/Weight Room Attendant	\$7.70	\$7.85
	Floor Trainers-Weight Room	\$10.00	\$10.00
	Child Care Attendant	\$7.70	\$7.85
	Lifeguard	\$8.25	\$8.25
	Head Lifeguard	\$9.50	\$10.25
	Swim Instructors I	\$8.25	\$8.25
	Swim Instructors II	\$8.50	\$8.50
	Private Swim Lesson Instructor (non-cert/cert)	\$8.25 - \$8.50	\$8.25 - \$8.50
	Swim Lesson Coordinator	\$13.50	\$13.50
	Security	\$43.00	\$43.00
	Fitness Instructors (Land)	\$15.00 - \$23.00	\$15.00 - \$23.00
	Fitness Instructors (Water)	\$15.00 - \$23.00	\$15.00 - \$23.00
	Personal Trainers	\$25.00	\$25.00
	HEED Instructor	\$10.00	\$10.00
	RevUp Exercise Specialist	\$37.50	\$37.50
SUMMIT WAVES			
	Welcome Desk/Food & Beverage Manager	\$9.00	\$10.25
	Assistant Facility Manager	\$13.50	\$13.50
	Head Lifeguard	\$9.50	\$10.25
	Lifeguard	\$8.25	\$8.25
	Service Representative	\$8.50	\$9.00
	Concession Attendant	\$7.70	\$7.85
	Deck Attendant	\$7.70	\$7.85
	Security	\$43.00	\$43.00
	Swim Lesson Coordinator	\$13.50	\$13.50
	Swim Instructors I (AM/PM)	\$8.25	\$8.25
	Swim Instructors II (AM/PM)	\$8.50	\$8.50
	Private Swim Lesson Instructor (non-cert/cert)	\$8.25 - \$8.50	\$8.25 - \$8.50
	Swim Team Coach	\$2,400/Season	\$2,400/Season
	Assistant Swim Team Coach	\$800/Season	\$800/Season
CAMP SUMMIT			
	Camp Director	\$12.00	\$12.00
	Camp Manager	\$11.00	\$11.00
	Camp Nurse	\$20.00	\$20.00
	Assistant Camp Manager	\$9.50	\$9.50
	Camp Service Representative	\$8.50	\$8.50
	Counselor (camp, support & school break)	\$7.70	\$7.85
HARRIS PARK COMMUNITY CENTER			
	Facility Supervisor	\$8.50	\$8.50



PART TIME STAFF STARTING PAY SCHEDULE
BY DIVISION

DIVISION	POSITION	FY18 (Original Budget) (Per Hour)	FY19 Request (Per Hour)
	Service Representative	\$7.70	\$7.85
	Custodians	\$7.70	\$8.50

2
1

PART TIME STAFF STARTING PAY SCHEDULE
BY DIVISION

DIVISION	POSITION	FY18 (Original Budget) (Per Hour)	FY19 Request (Per Hour)
INSTRUCTIONAL (YOUTH AND ADULT)			
	Itty Bitty/Pee Wee Site Supervisor	\$8.00	\$8.00
	Hartman Park Site Supervisor	\$10.00	\$10.00
	Instructors	\$10.00	\$10.00
	Kickball Referee	\$18.00	\$18.00
	Bubble Soccer Referee	\$10.00	\$10.00
	Adult Flag Football Referee	\$15.00	\$15.00
	Concession Attendant	\$7.70	\$7.85
ATHLETICS			
	Basketball Referee I	\$13.00	\$13.00
	Basketball Referee II	\$15.00	\$15.00
	Basketball Referee III	\$18.00	\$18.00
	Basketball Referee IV	\$20.00	\$20.00
	Soccer Referee I	\$10.00	\$10.00
	Soccer Referee II	\$12.00	\$12.00
	Soccer Referee III	\$15.00	\$15.00
	Soccer Referee IV	\$16.00	\$16.00
	Dodgeball Official	\$8.00	\$8.00
	Kickball Official	\$18.00	\$18.00
	Volleyball Official I	\$15.00	\$15.00
	Volleyball Official II	\$16.00	\$16.00
	Itty Bitty Instructor	\$8.75	\$8.75
	Scorekeeper	\$7.70	\$7.85
	Youth Instructor	\$20.00	\$20.00
FESTIVALS			
	Event Staff	\$8.00	\$8.00
BAILEY FARM			
	Service Representative	\$7.70	\$7.85
	Event Staff	\$8.00	\$8.00
	Facility Supervisor	\$8.50	\$8.50
AMPHITHEATER			
	Event Staff	\$8.00	\$8.00
	Concession Attendant	\$8.00	\$8.00
	Gate Attendant	\$8.00	\$8.00
	Parking Attendant	\$8.00	\$8.00
	Site Supervisor	\$10.00	\$10.00

⁽¹⁾ Approved - March 28, 2018 Park Board meeting.

⁽²⁾ Missouri Minimum Wage Increase

⁽³⁾ Based on Park Board approval at the April 25, 2018 meeting.



TRAINING AND LICENSING PLAN 2018 - 2019

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.

ADMINISTRATION

Employee	Completed Training	Current Training Needs	5 Year Goals	2017/2018	2018/2019
Park Board	NRPA, ABC, MPRA	Charter By Laws		NRPA-2	NRPA-2
Board Members					
Joe Snook	MS, BA, LLS, ABC, MPRA,	Park Development	Continue in current		MRPA
Administrator of Parks & Recreation	NRPA, ABC, FA, CPR,	CPRE certification	position	MRPA	NRPA
	NIRSA, CPO, AFO, CD,			NRPA	WS
	MMS, CPRP, RS, AED,		Start implementation of revised	WS	
	Director's School Yr 1 and		strategic plan and projects as		
	Yr 2		outlined in the sales tax renewal		
Carole Culbertson	BS, Accounting and	RS, MMS	Continued management of	WS	WS
Superintendent -	Finance, CPA (Certified	Advanced Excel	Administrative group. Seek improved		
Administration	Public Accountant), NRPA		processes through continued		
	Director's School, MPRA		evaluation of tasks.		
Andrew Holmes	BS, Accounting	CPR	Fully transparent patron	RecTrac User Group	RecTrac User Group
Strategic Communication and	Advanced Excel training	SMS	comment reporting process.		COMPTIA A+
Administration Manager	CPR, FA	Project Management Training	Virtually unlimited email inbox storage	WS	WS
		COMPTIA A+	space		
			More patron usage of website than		
			phone calls		
Dana Thurber	CPR, FA, AED, CT	Advanced Excel, Advanced Word,		WS	WS
Administrative Services Assistant		Adobe		LDI	
		SMS		RecTrac User Group	RecTrac User Group
Superintendent I (Vacant)					
Collin McCage	BS, Broadcasting		Increase Community awareness of		Brand+Aid
		Hootsuite Social Marketing Certification	LSPR programs and facilities		CPR, FA, AED
		Adobe Certification			
		Copywriting Seminar			



TRAINING AND LICENSING PLAN 2018 - 2019

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.

PARKS -- CONSTRUCTION AND OPERATIONS

Employee	Completed Training	Current Training Needs	5 Year Goals	2017/2018	2018/2019
Superintendent of Park Operations					
Steve Casey	BLA, RLA, ASLA, MPRA	Maintain state professional	Be at forefront of implementing "green"	WS	WS
Superintendent of	MTS, ABC, CPR, FA	licensure through	and sustainable designs in P&R facility		
Planning and Construction	ASLA Conference	continuing education (30	planning. Improve efficiency in design	NRPA	
	CPTED	hours/2 years)	role through use of computer		
	MMS	Attend local, state and	technology.		
	LLS	national conference that			
	NRPA Supervisor School	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.			
		SMS, NRPA, MPRA			
Steve Thomas	BS in Business Management	Computer training, NRPA, MPRA, SMS	Superintendent of Park Construction	MMS - 1st year	MMS - 2nd year
Asst Superintendent	CPSI	MMS	CPRP	WS	WS
Park Construction		CPR	LLS		
Andy Carr	BS Parks & Recreation, CDI, CPA, LDI	STMA, SMS, NRPA, MPRA	Assistant Superintendent, Superintendent		MPRA
Legacy Supervisor II	MMS	Director's School	Manager	WS	STMA
			CPRP		WS
			LLS		
Brook Chestnut	International Society of Arboriculture (ISA) certified arborist	MMS, SMS	Assistant Superintendent position	MMS - 1st year	MMS - 2nd year
Park Maintenance Supervisor	Utilities Specialist through International Society of Arboriculture	Certified Pesticide Applicator	CPRP	WS	WS
	Hazard Tree Certified	Bachelors Degree completion			
	CPSI	Director's School			
	BS	MPRA, NRPA			
Kevin Brackman	BS, MMS, SMS, CPR, FA,	CPR	Continue high skilled support in all areas.	WS	WS
Master Park Specialist	MPRA				
Rob Hemme	MMS, CPR, FA, CPO, AFO	SMS, CPR	Promotion to supervisor		
Master Park Specialist	MPRA			WS	WS

PARKS -- CONSTRUCTION AND OPERATIONS

Employee	Completed Training	Current Training Needs	5 Year Goals	2017/2018	2018/2019
Ken Harper	MPRA, CPR, FA	CPR	Maintain current position	WS	WS
Master Park Specialist					
Keith Schloman	MMS, CPR, FA,	CPR	Maintain current position	WS	WS
Master Park Specialist	MPRA				
Stormy Dale	CPR, FA, MPRA,	CPR	Master Park Specialist	WS	WS
Master Park Specialist	MMS, CPA				
Steve Kirchhoff	CPR, FA, CPA	CPR	Maintain current position	WS	WS
Master Park Specialist		MPRA	Master Park Specialist		
Liz Drentlaw	BA, MPRA, MMS,	CPR		WS	WS
Senior Park Specialist	CPR, FA, CPA				CPSI
Tyler Smith	CPR, FA, MPRA, CPA, AFO	CPR	Promotion to Senior	WS	WS
Skilled Park Specialist			Park Specialist, AFO		
Steve Bonner	BS, CPSI	CPR	Promotion to Senior	WS	WS
Skilled Park Specialist		MPRA	Park Specialist		
Shawn Moore	Associates of Science	CPR, CPA, MMS, MPRA		WS	WS
Senior Park Specialist	LDI	Complete College Degree			
Bryan Bair		CPR, CPA, MMS, MPRA	Promotion to Supervisor	WS	WS
Skilled Park Specialist			AFO, LDI, BS, SMS		
			Associate Degree		
Michael Cox	Bachelors Degree in Parks	MMS, MPRA, NPRA	MMS	MPRA	LDI
Park Specialist		FA		WS	WS
		CPR			
Dana Rockers		CPR, MPRA		WS	WS
Parks Specialist		CPA			CPA
		FA			
		STMA			



TRAINING AND LICENSING PLAN 2018 - 2019

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RECREATION

Employee	Completed Training	Current Training Needs	5 Year Goals	2017-2018	2018-2019
David Dean Superintendent, Recreation II	BA, CPR, FA, NRPA, AFO, MPRA, RS, LLS, AED, MMS DS	More knowledge on the use of spreadsheets Completion of CPRP Knowledge of construction materials and how to read plans Advanced excel, SMS	Continue in current position Bring all facility fund balances to \$150,000 Oversee ADA compliance at all Parks & Facilities	MPRA WS	SMS CPRP WS
Tede Price Superintendent of Recreation Recreation Services HPCC Manager	BS, RS (BI), CPR, FA, CT, MPRA, NRPA, AED, LDI LLS, SES	SMS, MMS, ABC, DS CPRP, LLS, AFO	Continue in current capacity Oversee amphitheater programming	NRPA MPRA WS FA	SMS or DS IFEA WS
Ryan Gibson Recreation Supervisor III	BS, CPR, FA, AED MPRA, NRPA, LDI, NYSCA RS, EF CPRP	RS, SMS, LLS, MMS, DS	Growth of Adult & Youth LSPR sports leagues. Attend NRPA's Supervisors Management School. Attend NRPA National Conferences and MPRA State Conferences.	LLS WS Autism Awareness	NRPA WS
Jacob Johnson Recreation Supervisor I	BS, CPR, FA, NYSCA, Food Handlers Permit	LDI, NRPA RS SMS			RS 1st Year LDI
Heath Harris Recreation Supervisor I	CPR, FA, BS Food Handlers Permit	CPRP, RS MPRA NRPA SMS	Obtain CPRP	RS 2nd year WS	MPRA LDI WS
Kalaen Wheeler Facility Maintenance Specialist	AFO	CPR, FA, AED MMS, MPRA	Recertify AFO	WS	WS
Jodi Bell LPCC Manager II	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	MMS, DS SMS	Maintain LPCC fund balance to \$150,000 Superintendent/ Assistant Superintendent of Recreation and / or Facilities Civic Organizations	MPRA WS Autism Awareness	MMS WS

RECREATION					
Employee	Completed Training	Current Training Needs	5 Year Goals	2017-2018	2018-2019
	of Membership, LLS,				
	Membership by Design,				
	Facilitation Skills,				
	Faculty Trainer, YUSA				
	Senior Director Certification				
	NRPA, Facility Design School				
	CS, AFO, RS, CPRP				
Mike Hedrick	CPRP, AFO, LDI, Effective Supervisor Training, Bachelor of Science in Recreation and Park Management, CPR, FA, AED	RS, MMS, SMS, RecTrac, Silver Sneaker	Facility Manager involved in LSPR teams (DYK, Park Development, Business plan)	LDI	RS 1st Year
Assistant Facility Manager - LPCC				WS	WS
Eric Schooley					
Maintenance Supervisor					
Devin Blazek	BS, CPR, FA, AED, AFO	MBA, LGIT, WSI Instructor,	Assistant Superintendent,	RS 1st Year	RS 2nd Year
Aquatics Manager	Red Cross Life Guard	WWA, Food Handlers Permit	Facility Manager of (Community Center or	Autism Awareness	
	Instructor (LGI)		Field House)		Lifeguard Instructor Training
	MPRA, EF		Minimize seasonal turnover to 20%. SW master plan.		
Sara Dyer	BS, CPR, FA, AED	RecTrac User Group		WS	WS
Service Representative I					
Ruth Buckland	BS, CPR, FA, AED	RecTrac User Group		WS	WS
Service Representative I					
Pat Shepard	BA, LLS, CPR, FA, AED,	RS, SMS, ABC	Make GC self-sufficient by	WS	WS
Gamber Center Manager	Food Handlers Permit	Training in foundations	maximizing participation,		Ageless Grace
		Further education in the	rentals, memberships, donations		
		field of senior recreation	establish a foundation and donor program		
		and gerontology	to generate funds		
		Event Planning	See attendance maximized and stable		
		MPRA	Provide extensive programming		
		NRPA			
James Martin	AED, CT, CPR, FA	AED, CT, CPR, FA		WS	WS
Facility Maintenance Specialist					
Gamber Center					
Jenny Brennan	CPR, FA, AED,	MPRA	Participate in design &	CPR, FA, AED	NRPA
Recreation Supervisor I	Personal Training	AB	operational development	WS	
	Group Exercise	CI	of future community center,	LDI	
	EF	CPRP	RecTrac, learn more about other		

RECREATION					
Employee	Completed Training	Current Training Needs	5 Year Goals	2017-2018	2018-2019
	Nutrition Specialty Consultant	NRPA	areas of facility, operations, CPRP,		
	LDI, MPRA	SMS	Dietitian		
Vernon Hughes	CPR, FA, AED	AFO, MPRA	SMS	AFO	
Facility Maintenance Specialist		WS		WS	WS



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

ABC	Athletic Business Conference	FA	First Aid
AED	Automatic External Defibrillators	IAAPA	Internat'l Association of Amusement Park Attractions
AFO	Aquatic Facility Operator	IFEA	International Festivals & Events Association
AICP	American Institute of Certified Planners	ISA	International Society of Arboriculture
APA	American Planning Association	LLS	Leadership Lee's Summit
AQS	Aquatic School	MBA	Masters in Business Administration
ARC LI	American Red Cross Lifeguard Instructor and Lifeguard	MLS	Masters of Landscape Architecture
ARC CPR/FA	American Red Cross CPR Professional Rescuer Instructor	MMS	Maintenance Management School
ASLA	American Society of Landscape Architects	MPA	Masters Public Administration
BI	Business Institute now RS-Revenue School	MPRA	Missouri Parks and Recreation Association
BMP	Best Management Practices Stormwater Management	MS	Master of Science Degree
BS	Bachelor of Science Degree	MTVA	Missouri Valley Turfgrass Association
CD	Center Design	NRPA	National Recreation and Park Association
CI	Club Industry	NAC	NRPA's National Aquatics Conference
CPA	Certified Pesticide Applicator	NPSI	National Playground Safety Institute
CPA(B)	Certified Public Accountant (Business)	NYSCA	National Youth Sports Coach Association
CPRE	Certified Parks and Recreation Executive	PS	Professional School or Public Speaking
CPRP	Certified Parks and Recreation Professional	Q	Quark Xpress (computer training)
CPTED	Crime Prevention through Environmental Design	RLA	Registered Landscape Architect
CM	Construction Management	RPS	Recreation Programming School
CPSI	Certified Playground Safety Inspector through NPSI	RS	Revenue School (formerly known as BI)
CPO	Certified Pool Operator	SES	Special Events School
CPR	Cardiopulmonary Resuscitation	SMS	Supervisor's Management School
CS	Customer Service	SMS*	Sports Management School
CT	Computer Training	STMA	Sports Turf Management Association
DS	Director School		
EDS	Executive Development School	WS	Workshop
EF	Executive Forum	WWA	World Water Park Association

Parks & Recreation 10 yr sch - VERP SCHEDULE - Fiscal 2019

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	11 Ford Ranger ext cab XLT 4x4 #15511	2011	\$18,369	9	1	9	1.5%	35.0%
3	317	11 F-150 ext cab 4x2 # 15900	2011	\$21,540	9	1	9	1.0%	35.0%
4	305	13 Ford F350 #16831	2013	\$20,765	8	1	8	1.2%	32.0%
5	304	13 Ford F350 #16184	2013	\$20,765	8	1	8	1.2%	35.0%
6	306	11 Ford F450 plow & sander 15912	2011	\$41,772	9	1	9	1.2%	35.0%
7	308	16 Ford 4x4 dump insert with plow #1779	2016	\$37,944	9	1	9	1.2%	35.0%
8	309	06 F-450 dump with plow4x4 #13815	2016	\$54,155	10	1	10	1.2%	35.0%
9	312	17 F-350 pickup truck #15237	2017	\$27,969	8	1	8	1.0%	40.0%
10		05 Ford CM272 ASSET#13277	2005	\$12,797	14	1	14	5.8%	18.0%
11	318	18 JD Gator #14252	2018	\$8,745	12	1	12	1.2%	25.0%
12	315	13 Ford F-350 asset# 16186	2013	\$20,765	8	1	8	1.2%	38.0%
13	321	14 toro spray unit #16858	2014	\$37,539	6	1	6	1.0%	38.0%
14	313	11 F-450 4x2 service body # 15905	2011	\$33,938	9	1	9	1.2%	38.0%
15			2008						
16	316	17 F-350 4x2 with utility bed #17847	2017	\$48,611	11	1	11	1.0%	40.0%
17	873	14 S750 Bobcat #16854	2014	\$44,509	15	1	15	1.5%	40.0%
18	337	18 T595 Bobcat #12794	2018	\$47,941	14	1	14	2.5%	40.0%
19	330	08 Ford E150 Cargo Van #14674	2008	\$17,585	12	1	12	1.2%	22.0%
20	335	09 S300 BOBCAT #15471	2009	\$35,862	10	1	10	3.3%	35.0%
21	334	12 toro workman # 16153	2012	\$17,105	8	1	8	1.5%	30.0%
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2019	Current Fiscal Year (eg. FY 2000-2001 is "2001").
\$49,548	Your 2019 VERP Payment Amount.
\$87,812	2018 Projected Fund Balance.
4.2%	Interest Rate to Apply to Year End Fund Balance.

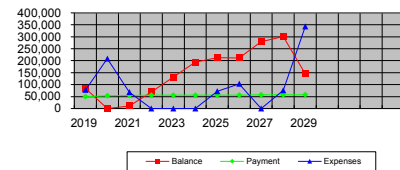
109.9% VERP Payment Adjustment Factor

0	2020 Payment adjustment(+/-)
0	2021 Payment adjustment
0	2022 Payment adjustment
0	2023 Payment adjustment
0	2024 Payment adjustment

10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2019	83,810	49,548	77,796
2020	50	53,200	208,260
2021	10,953	55,098	68,533
2022	69,464	55,712	0
2023	130,433	55,712	0
2024	193,963	55,712	0
2025	212,507	55,712	72,531
2026	211,287	56,300	103,316
2027	279,711	57,150	0
2028	301,115	57,150	75,940
2029	143,862	57,792	343,314

15 YEAR GRAPH



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

\$ 568,676.53

Department Director Approval

Date

Parks & Grounds Maintenance VERP SCHEDULE - Fiscal 2019

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	8	1	8	1.5%	35.0%
2	310	04 F-550 Bucket Trk asset# 12772	2004	\$60,141	15	1	15	3.4%	40.0%
3	338	17 Ventrac mower #18173	2017	\$27,255	13	1	13	1.0%	35.0%
4	314	* 04 F-350 standard cab 4x2 #12526	2013	\$20,765	10	1	10	1.5%	35.0%
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\$ 128,208.00

Vehicles to be replaced in previous fiscal year

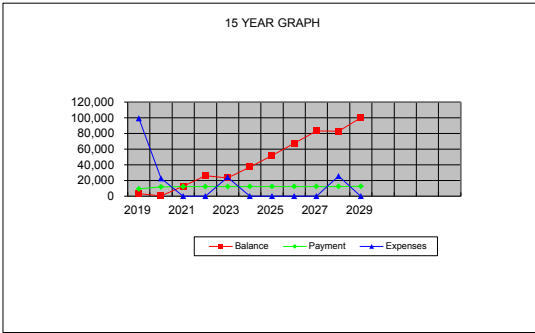
2019	Current Fiscal Year (eg. FY 2000-2001 is "2001").
\$9,069	Your 2019 VERP Payment Amount.
\$56,738	2018 Projected Fund Balance.
4.9%	Interest Rate to Apply to Year End Fund Balance.

98.9% VERP Payment Adjustment Factor

0	2020 Payment adjustment(+/-)
0	2021 Payment adjustment
0	2022 Payment adjustment
0	2023 Payment adjustment
0	2024 Payment adjustment

10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2019	2,964	9,069	99,307
2020	14	11,774	22,583
2021	12,607	12,004	0
2022	25,817	12,004	0
2023	23,162	12,004	24,099
2024	37,151	12,254	0
2025	51,826	12,254	0
2026	67,220	12,254	0
2027	83,368	12,254	0
2028	82,908	12,254	25,439
2029	100,096	12,513	0



Department Director Approval

Date

Cemetery - VERP SCHEDULE - Fiscal 2019

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	08 Ford Ranger 4x2 reg cab #14260	2008	\$12,102	13	1	13	4.0%	32.0%
2	P317	10 Dixie Chop Mower #15508	2010	\$8,499	10	1	10	1.0%	22.0%
3	P341	07 JD Gator # 14253	2018	\$8,745	11	1	11	1.0%	22.0%
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Vehicles to be rolled from prior previous year total worth \$ 29,346.00

Vehicles to be replaced in previous fiscal year

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

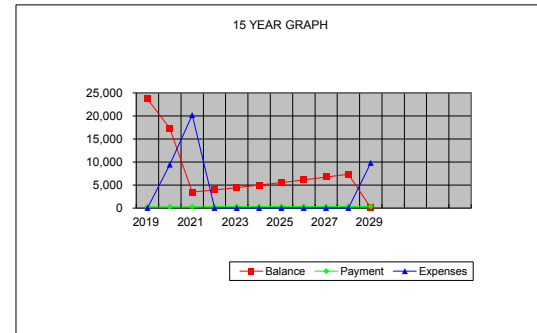
2019	Current Fiscal Year (eg. FY 2000-2001 is "2001").
\$252	Your 2019 VERP Payment Amount.
\$22,466	2018 Projected Fund Balance.
4.2%	Interest Rate to Apply to Year End Fund Balance.

10.0% VERP Payment Adjustment Factor

0	2020 Payment adjustment(+/-)
0	2021 Payment adjustment
0	2022 Payment adjustment
0	2023 Payment adjustment
0	2024 Payment adjustment

10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2019	23,673	252	0
2020	17,291	252	9,388
2021	3,424	260	20,151
2022	3,915	333	0
2023	4,426	333	0
2024	4,959	333	0
2025	5,515	333	0
2026	6,093	333	0
2027	6,696	333	0
2028	7,324	333	0
2029	38	333	9,757



Total:

0	0	0	0	0
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Department Director Approval

Date

ASPHALT MAINTENANCE SCHEDULE FY19

Location	Public Use	Condition	Priority	Recommended Maintenance	Last Maintenance	Budget FY18 Parks	Budget FY18 Legacy	Actual Costs	Requested FY19 Parks	Requested FY19 Legacy	Anticipated FY20 Parks	Anticipated FY20 Legacy	Status
	Scale 1 (low) -4 (high)												
Arborwalk	3	2	3	Resurface Trail on N. Side	2011	\$ 5,341.00							moved proposed FY18
Upper Banner Trail	3	2	3	Crack fill and Sealcoat					\$ 60,000.00				
Upper Banner Parking Lot	2	2	2	Reconfigure Lot and Overlay	2015								
Upper Banner Sidewalk	2	4	1		2014								
Upper Banner Tennis Courts	3	4	1		2014	\$ 4,000.00							
Upper Banner Pickle Ball	3	4	1			\$ 6,000.00							
Canterbury Trail	3	2	1	Replace sections w/asphalt	SMR 2017								completed summer 2017
Deer Valley	3	4	3	Overlaid Spring 2011	2011								
Deer Valley Cul-De-Sac	3	4	1	Backfill along enge- steep dropoff	2012								
Eagle Creek	2	3	3	asphalt replacement							\$ 35,000.00		
Eagle Creek trail expansion													
Gamber Center	3	2	4	Crack fill, Sealcoat & Restripe	2015						\$ 10,000.00		
Happy Tails	4	2	3	Crackfill and sealcoat	2013								
Happy Tails Pk. Lot	4	3	2	Crackfill, sealcoat, restripe	2011								
Harris Park Parking Lot	4	2	4	Crackfill, sealcoat, restripe	2015								Completed FY15
Harris Park Trail	4	3	2	Crack fill and Sealcoat	2009	\$ 5,475.00							moved proposed FY18
Harris Park Curb Painting	4	4	1	Paint "No Parking" curbs	2013								
Hartman Park walk [playground]					2017								completed fall 2017 - concrete
Hartman Park Pk. Lot	3	3	4	Crackfill, sealcoat, restripe	2009								Completed FY15
Hartman Park Trail & Bleacher Pads	3	3	2	Overlaid 2009	2009								
Howard Park - Trail	2	1	4	install drainage, mill, relay									renovations FY19
Howard Hockey Rink & Pad	2	1	4	Router, crackfill, seal, paint	2010								renovations FY19
Howard Pk. Lot	2	1	4	Crack fill, Sealcoat & Restripe	2016								renovations FY19
Langsford Plaza - Trail					2016								installed asphalt trail summer 2016
LMS Parking lot	4	4	1		2013								
LMS Trail	4	4	1		2013								
LMN Trail					2018								brand new 2018
LMN Parking	4	1	3	Reconfigure Lot and Overlay	2018								brand new 2018
Legacy Park Drive	4	2	4	Microchip and restripe									completed FY16
Legacy Park - Blue Stem Dr.	4	2	4	Microchip and restripe							\$ 5,000.00		completed FY16
Legacy Park - Coneflower	3	3	2	Crack fill, Sealcoat & Restripe	2017								proposed FY18
Legacy Park - Joseph Dyke Pk. Lot	3	3	3	Crack fill, Sealcoat & Restripe									completed FY16
LPCC Parking	4	2	3	Repair as needed	2017 - 2018	\$ 38,000.00	\$ 15,565.00						asphalt repairs - summer 2017 & 2018
Legacy Football Trail	2	4	1	Crackfill and sealcoat	2011								
Legacy Football Parking	3	3	3	Crack fill, Sealcoat & Restripe FY17									
Legacy SB Path & Bleacher Pad	4	3	4	Crack fill and Sealcoat	2011								
Legacy SB Pk. Lot	4	2	3	asphalt replacement - west side 2017	2017 - 2018	\$ 40,000.00	\$ 29,111.00		\$ 40,000.00				asphalt repairs east side 2019
Legacy BB Path & Bleacher Pads	3	3	4	Crack fill and Sealcoat	2011								
Legacy BB Pk. Lot	4	1	3	asphalt repair & replacement	2017 - 2018	\$ 45,000.00	\$ 44,512.00		\$ 25,000.00		\$ 25,000.00		asphalt repairs as needed
Legacy Park BB & SB	3	2	3	Continue with replacement of Dirt									Funded FY16
Legacy Dock Trail	2	4	1										
Legacy Soccer Paths	4	2	4	trial replacement - asphalt	2017		\$ 31,267.00						asphalt replacement 2017 & 2018
Legacy Soccer Pk. Lot	4	1	4	Crack fill, Sealcoat & Restripe	2006	\$ 38,000.00					\$ 30,000.00		funded FY16
L. Handicap & Pav. Markings	3	3	3	Mill, Patch and Overlay damaged areas									
Legacy Trail Addition	3		4	Trail Connection BB & SF to east	2016								Funded FY16
Legacy PCOP	3	2	4	Truck entrance repair			\$ 3,060.61						Funded FY16
Legacy Park Maintenance	2	3	2	Crack fill, Sealcoat & Restripe									Funded FY16
Misc. Trail Repairs	4	2	4	Repair as needed	2017		\$ 20,000.00	\$ 5,621.50	\$ 35,000.00				asphalt replacement 2017 & 2018
Lowenstein Pk. Lot	4	3	3	Restripe	2016								funded FY16
Lowenstein Trail	4	1	1	Replaced w/concrete	2016								completed FY16
McKee Trail	3	4	3	Crack fill and Sealcoat									
MJF Parking lot	3	4	1	Crack fill, Sealcoat & Restripe	2016								funded FY16 - (eagle creek PO)
MJF trail	3	4	1	new asphalt trail	2014								installed asphalt fall 2014
MJF field and bleacher paths	3	1	3	concrete replacement	2017								replaced w/concrete summer 2017
Osage Trails Pk. Lot	3	4	1	Crack fill, Sealcoat & Restripe	2016								completed FY16
Osage Trails Trail	3	4	1	Crack fill and Sealcoat									
Pleasant Lea Trail	3	2	2	Crack fill and Sealcoat		\$ 12,000.00			\$ 20,000.00				move proposed FY18 to FY19
Pleasant Lea Tennis Cts.	3	1	4	Crack fill and Touch Up Paint/Rebuild	2013								
Pottberg Pk. Lot	2	4	3	Crackfill, sealcoat, restripe	2016								completed FY16
Pottberg Trail	2	3	3	Crack fill and Sealcoat	2007								
South Lea	2	2	2										
Summit Pk. Lots	4	3	3	crackfill, sealcoat and restripe	2005								renovations 2019
Summit Tennis Courts	2	2	3										renovations 2019
Velle Pk. Lot	3	3	2	Crack fill and Sealcoat	2009								
Velle Trail	3	1	2	Trail Repairs	2009								
Wadsworth Parking	2	2	3	Restripe									
Wadsworth Trail	2	3	2										
Williams-Grant Pk. Lot	2	3	2	Crack fill, Sealcoat & Restripe	2009								restripe
Williams-Grant Trail	2	1	4	Mill, patch and overlay	2010								
Winterset	NA												
Woods Playground	NA												
						\$ 32,816.00	\$ 181,000.00	\$ 129,137.11	\$ 80,000.00	\$ 100,000.00	\$ 45,000.00	\$ 60,000.00	
Completed or Ordered FY18													

UPDATED: 3.7.2018

**DRINKING FOUNTAIN INVENTORY
FY19**

Park and Location	Year Installed	Type	Condition	Recommendation	Expense
Arborwalk		No fountain			
Bailey Farm		No fountain			
Upper Banner	2012	Murdock SS w/dog	Fully operational		
Lower Banner	2012	Murdock SS	Fully operational		
Canterbury		No fountain			
Deer Valley	2013	Murdock SS w/dog	REPAIRED FY 2017		
Eagle Creek		No fountain			
Gamber Center		No fountain			
Happy Tails- Inside dog park	2012	Murdock SS w/ dog bowl,	Fully operational		
Happy Tails- By playground	2007	Murdock SS w/dog	Replace	Install FY 2018	\$ 2,700.00
Harris- Lion	1965	Lion	Fully operational, faded paint	Repaint FY 2018	\$ 100.00
Harris - Summit Waves Restroom	2014	Elkay SS EDFPVR214C	Fully operational		
Hartman- On building	2014	Elkay SS EDFPVR214C	Fully operational		
Howard	2012	Murdock SS w/ dog bowl	leaking	replace FY 2018	\$ 2,700.00
Langsford		No fountain			
Lea McKeighan North- By volleyball	2011	Murdock SS	Fully operational		
LMS	2013	Murdock SS w/ dog bowl	Removed FY16		
LMS	2017	Elkay SS EDFPVR214C	Replaced FY 2017		
Legacy- Baseball Medium	2012	Medium Round	Fully operational		
Legacy- Baseball Large	2017	Murdock SS	Replace		
Legacy- Baseball Small	2012	Medium Round	Fully operational	replace FY 2018	\$ 2,700.00
Legacy- Baseball New Small	2008	Newest Round	Filly-operational	replace FY 2018	\$ 2,700.00
Legacy- Disc golf/Shelter building	2003	ADA stainless	Fully operational		
Legacy- Dyke playground building	2003	ADA stainless	Fully operational		
Legacy- Soccer commons building	2006	Elkay SS EDFPVR214C	Fully operational		
Legacy- Soccer New	2003	Newest Round	Fully operational		
Legacy- Soccer Old	2003	Medium Round	Fully operational, chipped paint and rusted		
Legacy- Softball West	2013	Murdock SS	Fully operational, chipped paint and rusted		
Miller J. Fields- On building	2015	Elkay SS EDFPVR214C	Fully operational		
McKee		No fountain			
Legacy- Softball East	2013	Murdock SS	Fully operational		
Lowenstein	2013	Murdock SS w/dog	Fully operational, internal rusting		
Osage Trails	2010	Murdock SS w/ dog bowl,	Fully operational		
Pleasant Lea	2015	Murdock SS w/dog	Fully operational		
Pottberg	2005	Murdock SS w/dog	Rusted and leaks	replace FY 2018	\$ 2,700.00
South Lea	2012	Murdock SS	REPLACE FY 2018	replace FY 2018	\$ 2,700.00
Station		No fountain			
Summit- On building	2014	Elkay SS EDFPVR214C	Fully operational		
Velie		No fountain			
Wadsworth	2011	Murdock SS	PROBLEMATIC	Replace FY 2019	\$ 2,700.00
Williams-Grant	2011	Mudock SS w/dog bowl	fixed fy 2017, SLIGHTLY PROBLEMATIC	Replace FY 2019	\$ 2,700.00
Winterset		No fountain			
Woods	2012	Murdock SS	Fully operational		
Funding Needed FY18					\$ 16,200.00
Additional Funding Needed FY19					\$ 5,400.00

**PLAYGROUND INVENTORY
FY19**

Park and Location	Year Installed	Replacement Priority	Estimated Replacement Year	Type	Condition	Recommendation	Est. Expense
Arborwalk	2006	15	FY26	2-12	Good		\$ 150,000.00
Deer Valley	2004	14	FY24	5-12	Moderate Wear	add ADA access	\$ 150,000.00
Happy Tails	2006	16	FY26	2-12	Good		\$ 150,000.00
Happy Tails-Dog eqpt	2006		FY26		Good		
Harris-North	2004/Moved 2007	11	FY24	2-12	Moderate Wear		\$ 200,000.00
Harris-South	2007	18	FY27	2-12	Good	add ADA access	\$ 200,000.00
Scheduled in CIP Hartman	2017	25	FY46	2-12	Good		\$ 180,000.00
Howard	1999	6	FY19	5-12	Moderate Wear	add ADA access	\$ 100,000.00
Howard-Skate Park	2005		FY20		Moderate Wear		
Langsford Commons	2016	21	FY36	2-12	New		\$ 30,000.00
Lea McKeighan North	1995	3	FY18	2-12	Good	replace during park renovation, add ADA	\$ 240,000.00
Lea McKeighan North-Skate Park	2010		FY30		Good		
Lea McKeighan South	2013	17	FY34	5-12	Good		\$ 476,468.00
Legacy - New Soccer commons							
Legacy- Coneflower	2007	20	FY27	2-5	Good		\$ 100,000.00
Legacy- Dyke playground	2007	19	FY27	2-12	Good	PIP surface replacement	\$ 200,000.00
Legacy- Soccer commons	2004	13	FY24	2-12	Good		\$ 100,000.00
Lowenstein	2004	10	FY19	2-12	Moderate Wear	Add shade and seating	\$ 200,000.00
Lower Banner	1995/Moved 2010	7	FY20	2-5	Graffiti, Fading, Heavy Wear	add ADA access	\$ 100,000.00
Miller J. Fields	FY16		FY46	2-12	Removed during Renovation 2015		\$ 150,000.00
Osage Trails	2010	23	FY30	2-12	Good	add ADA access	\$ 150,000.00
Pleasant Lea	1995	1	FY20	2-12	Moderate Wear	replace playground, address drainage issues	\$ 150,000.00
Pottberg	2007	21	FY27	2-12	Good		\$ 150,000.00
South Lea	2009	22	FY29	5-12	Good		\$ 100,000.00
Summit	2004	12	FY20	2-12	Moderate Wear	add ADA access	\$ 150,000.00
Upper Banner	2015	24	FY35	2-12	New		\$ 100,000.00
Velie	2002	9	FY22	2-12	Moderate Wear	add ADA access	\$ 150,000.00
Wadsworth	1995	2	FY20	5-12	Moderate Wear	replace playground, add ADA access	\$ 100,000.00
Woods	1994	4	FY20	5-12	Heavy Wear	replace playground, add ADA access	\$ 50,000.00
Total Replacement Estimate							\$ 3,926,468.00

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
FY19**

Park and Location	Year Installed	Replacement Cost	Type	Condition	Recommendation	Expense
Deer Valley			Metal		Install a shelter	\$ 30,000.00
Velie						
Dogwood Park						
Upper Banner	2015	\$25,000	Metal	Good		
Happy Tails						
Harris	2013	\$23,455	Metal	New		
Hartman-Pergola	2011		Wood	Fair, weathered	Review upgrade for trailhead	
Lea McKeighan North - Shelter	2018		Wood	new	Review restroom facilities	\$ 70,000.00
Lea McKeighan North - Trellis	2018		Wood	new		\$ 20,000.00
Lea McKeighan South	2013	\$95,000	Wood	New		
Legacy- Shelter #1	2009		Wood	Fair, splits in support posts, needs restrained	completed FY16	\$ 3,600.00
Legacy- Shelter #2	2009		Wood	Fair, splits in support posts, needs restrained	completed FY16	\$ 4,200.00
Legacy- Shelter #3	2009		Wood	Fair, splits in support posts, needs restrained	completed FY16	\$ 2,575.00
Legacy- Soccer Commons	2004		Wood	Good, restrained summer 2011	stained FY16	\$ 1,800.00
Lowenstein-Butterfly Garden Pergola	2006		Wood	Good, weathered, vines stressing lattice		\$ 200.00
Lowenstein- Shelter #1	1970's		Wood	Fair, weathered, slightly cracked supports, 2 posts beginning to hollow	stain FY16	\$ 500.00
Lowenstein- Shelter #2	1970's		Wood	Fair, weathered, slightly cracked supports, 1 post beginning to hollow	stain FY16	\$ 500.00
Lowenstein- Shelter #3	1970's		Metal	Fair, weathered, slightly cracked supports, 3 posts beginning to hollow	stain FY16	\$ 500.00
Miller J. Fields	2015		Metal	New		\$ 60,000.00
Osage Trails-Shelter	2011		Metal	Good		
Pottberg	2009		Metal	Good		
Summit-Shelter	1950's			demolished 2017	FY19 Park Renovations Currently Undergoing Master Plan	
Summit-Pergola	2002		Wood	fair, weathered, few broken boards	FY19 Park Renovations	
Wadsworth	1980's		Wood	Fair, weathered, old insect damage, squirrel damage, slightly cracked supports	Demolition	

**LEE'S SUMMIT PARKS AND RECREATION
CASHFLOW - COP DEBT FUND AND CONSTRUCTION FUND
FY 2018-2019**

PARK COP DEBT FUND (Fund 410)

	FY17 Actual	FY18	FY19
Beginning Fund Balance	1,991,344	3,056,772	9,367
Revenues			
Sales Tax	3,893,486	3,850,000	4,095,942
EATS	(198,653)	(157,000)	(184,317) ⁽¹⁾
Interest Earnings	13,364	5,000	7,500
Total Revenues	3,708,197	3,698,000	3,919,125
Expenditures			
Debt Service			
Principal	(2,401,500)	(2,511,500)	-
Interest	(66,269)	(33,905)	-
Total Debt Expenditures	(2,467,769)	(2,545,405)	-
Transfers			
Operating Xfer to Gamber Ctr	(175,000)	(175,000)	(175,000)
**Transfer to Construction Fund	-	(4,025,000)	(3,100,000)
**Estimated additional amount available to Construction Fund			
Total Transfers	(175,000)	(4,200,000)	(3,275,000)
Estimated Fund Balance - Park COP Debt Fund	3,056,772	9,367	653,491

(1) Estimated at 4.5% of gross sales tax for cash flow purposes. No additional information is available.

CONSTRUCTION FUND (Fund 327)

	FY17 Actual	FY18	FY19
Beginning Fund Balance	1,054,052	569,521	5,990
Revenues			
Net Interest Earnings	4,357	5,000	2,500
**Transfer from Fund 410 to Fund 327	-	4,025,000	3,100,000
Transfer from Fund 200		510,000	
Transfer from Transportation Sales Tax Fund			250,000
Total Revenues	4,357	4,540,000	3,352,500
Projects			
Legacy Park Trail Connector	(37,399)		
Summit Park Shelter Demolition	(20,765)		
Bailey Park Master Planning (\$25,000)	(25,028)		
Hartman Park/Trailhead planning (\$15,000)	(15,000)		
Lea McKeighan North (total project estimate \$5,000,000)	(312,448)	(4,673,338)	
Hartman Park Improvements (\$185,000)	(642)	(184,358)	
Practice Space Improvements (total project-orig estimate \$275,000; new estimate \$150,000)	(124,166)	(25,834)	
Summit and Howard Park Master Planning (\$20,000)		(20,000)	
New Projects in CIP plan			
Art in Parks (total \$10,000)			(10,000)
Harris Park Restrooms (total \$110,000)			(110,000)
Hartman Park Trailhead (total \$250,000)			(250,000)
Howard Park Renovation (total \$900,000)		(200,000)	(700,000)
Langsford/Ruiz Trail Extension (total \$100,000)			(100,000)
LSPR Greenway Master Plan Update (total \$20,000)			(20,000)
Summit Park Renovation (total \$1,600,000 through 2020)			(1,225,000)
Wave Pool at Summit Waves (total \$5,000,000 through 2020)			(420,000)
Total Expenditures	(488,888)	(5,103,530)	(2,835,000)
Estimated Fund Balance - Construction Funds at the End of Each Year	569,521	5,990	523,490

Est Net Funds available - Park COP Debt Fund and Construction Funds - EOY	3,626,292	15,357	1,176,982
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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