



April 3, 2019

Lee's Summit Parks
& Recreation Board

Tyler Morehead
President

Mindy Aulenbach
Vice President

Lawrence Bivins
Treasurer

Casey Crawford

James Huser

Nancy Kelley

Marly McMillen

Samantha Shepard

Nick Walker

Joe Snook, CPRP
Administrator

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Member, National Recreation
& Park Association

Member, Missouri Park
& Recreation Association



LEE'S SUMMIT
MISSOURI

To: Parks & Recreation Board
Tyler Morehead, President
Mindy Aulenbach, Vice President
Lawrence Bivins, Treasurer and Chairman of Budget Committee
Casey Crawford
Jim Huser
Nancy Kelley
Marly McMillen
Samantha Shepard
Nick Walker
Bob Johnson, City Council Liaison

From: Joe Snook, CPRP
Administrator of Parks & Recreation

Re: Proposed FY20 Parks & Recreation Budget

Attached, please find the FY20 proposed budget for all Parks & Recreation funds. These budgets have been developed based on priorities identified at the Board Retreat held on October 19, 2018 and Staff Retreat held on October 5, 2018.

I am pleased to report for the fiscal year 2020; we anticipate generating over \$6,300,000 in revenue from fees, charges, and sponsorships. Additionally, approximately \$3,500,000 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 ***FY2020 Fund Summary Comments, which*** describes significant changes, activities and projects for FY20. (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 FY18 and projected ending balances for FY19 and FY20. (page 9)
- The ***FY2020 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 12-31)

Other attachments include:

- Terminology/Useful Things to Know (pages 32-33)
- Fund Balance Policy Resolution (page 34)
- LSPR Organizational Chart (page 35)
- Beautification Commission MOU, Work Plan, Budget Summary (pages 36-41)
- Public Works/Cemetery MOU, Fee Allocation, Budget Summary (pages 42-66)
- Full-Time and Part-Time Compensation Schedules (pages 67-69)
- Training and Licensing Plan/Training Goals and Key (pages 70-74)
- VERP Schedules (pages 75-77)
- Replacement Schedules (pages 78-80)
- Capital Project Funding Report-Current Project Work Plan (page 81-82)



FY 2020 Fund Summary Comments

All Funds

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

- The FY20 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 FY20 - \$11,784 per full time employee; the blended rate used for FY19 - \$13,481 per full time employee. The decrease in the blended rate is related to a discount received from the carrier and a higher employee contribution beginning January 2020.
- Retirement (LAGERS) – required funding of 9.6% of salary for FY20; required funding of 10.4% of salary for FY2019.

Gamber Community Center- Fund 201

FY19 Projections

Attendance: 79,580

Memberships: 63 LS Passport/All Inclusive; 373 Gamber Community Center; 12,580 Silver Sneaker Visits

Projected Fund Balance @ 6/30/19: \$495,211

Revenue from Rentals: \$141,610

Number of Fitness Classes Held: 1,352

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|--------------|-----------|----------|
| \$425,009 | \$471,216 | \$46,207 |

- **ACTIVITY FEES & MEMBERSHIPS**

- Membership Fees related to the Silver Sneakers program are projected to be comparable to FY19 budget numbers. A decrease in Membership Fees is related to the change from the Passport Membership, where the facility received a set percentage of the revenue, to the All Inclusive Pass where the home facility receives the revenue.
- 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 source of revenue for the facility. Facility management has raised expectations for Gamber Event Package rentals from 51 per year to 82 per year in the FY20 budget.

- **PERSONNEL SERVICES**

- The FY20 budget reflects the full impact of the compensation study implemented January 2019. Other benefits impacted include FICA and Medicare for both full-time and part-time as well as LAGERS retirement funding for full-time employees. Also, the FY20 budget includes higher part-time salaries related to the minimum wage increase effective January 1, 2020.

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

FY19 Projections

Attendance: approximately 324,000

Memberships: 6,956

Projected Fund Balance @ 6/30/19: \$1,450,172

Revenue from Rentals: \$84,468

Number of Fitness Classes Held: 4,475

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|--------------|-------------|-------|
| \$2,090,631 | \$2,091,270 | \$639 |

- **ACTIVITY FEES**

- Activity Fee revenue in FY20 is anticipated to be higher than previous years due to higher demand for personal training and RevUp participants. The facility also holds fitness classes at the Legacy Park Amphitheater.

- **MEMBERSHIPS**

- Membership revenue from annual and flex memberships sold at LPCC is expected to remain steady with the most recent years. The facility has seen an impact from competition by other fitness centers the past couple of years. The opening of the Longview Community Center (LVCC) may also have an impact on memberships at LPCC. Below is the current Legacy Park Community Center fee structure:

Annual Membership

\$209 – Discounted Rate for Lee’s Summit residents

\$245 – Regular Rate

Flex Membership (monthly billing)

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

\$17.42/month – Discounted Rate for Lee’s Summit residents

\$20.42/month – Regular Rate

Daily Rates (for single visits)

Resident - \$6.00

Non-Resident - \$8.00

- **FACILITY RENTALS**

- Revenue from Legacy Park Community Center facility rentals is budgeted higher due to an ongoing rental of the cycle room every Tuesday and Thursday by the American Stroke Foundation.

- **CONTRIBUTIONS – SPONSORS**

- The FY20 budget includes \$15,000 in sponsorships from a local hospital consistent with previous years.

- **PERSONNEL SERVICES**

- The FY20 budget reflects the full impact of the compensation study implemented January 2019. Other benefits impacted include FICA and Medicare for both full-time and part-time as well as and LAGERS retirement funding for full-time employees. Also, the impact of the minimum wage increase effective January 1, 2020.

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

- **MAINTENANCE & REPAIR - BUILDING**
 - The FY20 budget includes an additional \$13,500 for wall repairs in the racquetball court.
- **CAPITAL OUTLAY**
 - The FY20 budget includes \$32,000 for Cardio Equipment Replacement, \$36,605 for Exterior Wood Staining and \$95,500 for Locker Replacement.

Longview Community Center – Fund 205

FY19 Projections

Attendance: 33,267

Memberships: 2,439

Projected Fund Balance @ 6/30/19: \$-96,712

Revenue from Rentals: \$97,620

Number of Fitness Classes Held: 56 per week

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|---------------------|-----------------|------------|
| \$1,367,541 | \$1,478,871 | \$111,330 |

- **ACTIVITY FEES**
 - Activity Fee revenue in FY20 is anticipated to be higher since the facility will be open for the entire year.
- **MEMBERSHIPS**
 - Membership revenue from annual and flex memberships sold at LVCC is expected to continue to increase in FY20 since the facility will be open the entire year. The membership goal for the facility is 4,000 members by December 31, 2019. Below is the current Longview Community Center fee structure:
 - Annual Membership
 - \$209 – Discounted Rate for Lee’s Summit residents
 - \$245 – Regular Rate
 - Flex Membership (monthly billing)
 - \$25 Enrollment Fee plus 1st month fee due at time of enrollment
 - \$17.42/month – Discounted Rate for Lee’s Summit residents
 - \$20.42/month – Regular Rate
 - Daily Rates (for single visits)
 - Resident - \$6.00
 - Non-Resident - \$8.00
- **FACILITY RENTALS**
 - Revenue from Longview Community Center facility rentals in FY20 is anticipated to be consistent with the original budget upon opening.

Longview Community Center – Fund 205 (cont'd)

- **PERSONNEL SERVICES**

- The FY20 budget reflects the full impact of the compensation study implemented January 2019. Other benefits impacted include FICA and Medicare for both full-time and part-time as well as and LAGERS retirement funding for full-time employees. Also, the impact of the minimum wage increase effective January 1, 2020.

- **MAINTENANCE & REPAIR – BUILDING**

- The FY20 budget includes funding for weight room shades, roof maintenance, and hardwood floor screenings.

- **MAINTENANCE & REPAIR – GROUNDS**

- The FY20 budget includes funding for the installation of a flag pole.

- **CAPITAL OUTLAY**

- The FY20 budget includes \$9,150 for motorized shades for the lobby windows.

Harris Park Community Center - Fund 530

FY19 Projections

HPCC Attendance: 201,482 participants

Projected Fund Balance @ 6/30/19: \$472,762

Revenue from Rentals: \$148,897

Number of Program Classes Held: 451

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|---------------------|-----------------|------------|
| \$1,491,700 | \$1,522,510 | \$30,810 |

- **CAMP SUMMIT**

- Revenue from the Camp Summit summer program is projected to be slightly lower in FY20 due to budgeting the number of campers on a weekly basis based on historical averages versus a maximum number.

- **LEGACY PARK AMPHITHEATER**

- Attendance at Legacy Park Amphitheater during summer 2018 was lower than anticipated. The FY20 budget includes 3 ticketed acts performing at Legacy Park Amphitheater as opposed to 4 ticketed acts in the FY19 budget.
- FY20 Amphitheater sponsorship expectations are closely budgeted to FY19 numbers.

- **HARRIS PARK COMMUNITY CENTER**

- Facility Rental revenue continues to be a consistent source of revenue for Harris Park Community Center. The FY20 budget includes a 15% rental fee charged to the Athletic and Instructional programs held at the facility consistent with past years.
- The FY20 budget includes \$18,700 in Capital Outlay for Exterior Wood Staining.

- **SYLVIA BAILEY PARK**

- Activity Fees projections for FY19 were slightly lower than budget due to multiple events being rained out.
- There are no activities scheduled at the Sylvia Bailey Farm Park in FY20.

Harris Park Community Center - Fund 530 (cont'd)

- **ATHLETICS**

- The FY20 reflects a decrease in revenue from Activity Fees due to removal of the Trapshooting, Birding, Itty Bitty Recess, Outdoor Volleyball and Jr. Triathlon. Revenue from Golf and girls' basketball activities are also lower.

Parks and Recreation – Fund 200

FY19 Projections

Projected Fund Balance @ 6/30/19: \$1,955,924

Revenue from Rentals: \$44,519

Number of Friends of the Park: 6,945

Number of LSPR Facebook Page Followers: 11,682

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|---------------------|-----------------|------------|
| \$3,547,147 | \$3,749,333 | \$202,186 |

- **ADMINISTRATION**

- The Property Tax projection includes a levy rate of \$.1449 per \$100 of assessed value with growth anticipated.

- **PARK OPERATIONS & LEGACY PARK**

- Asphalt – Asphalt projects in the FY20 budget include \$20,000 for Upper Banner, \$30,000 for Happy Tails Park, \$60,000 for Howard Park, \$5,000 for Lea McKeighan South.
- Maintenance & Grounds - FY20 budget includes an addition of \$3,000 for structure repairs, \$600 addition for over seeding at Happy Tails Park, \$500 addition for over seeding at Dogwood Park, \$3,000 for over seeding at other parks, and \$2,000 for mulch at Hartman.
- Water/Sewer – The FY20 budget includes an additional \$12,000 in Howard Park water usage for the splashpad that is under construction, an additional \$220 in Happy Tails Park water charges, \$5,000 additional in water charges at Lea McKeighan North, \$950 additional in water charges at Lea McKeighan South, and \$2,000 additional in water charges at Dogwood Park.
- Capital Outlay – Capital expansion items in the FY20 budget include \$27,000 for four shade structures at T-ball bleachers, \$20,000 for Arborwalk Park Trail Expansion, \$16,080 for Ventrac Boom Sickle Mower, \$6,600 for Legacy Park Lake Survey, \$2,000 for Holiday lights at Howard Station Park, and \$750 for a computer kiosk at the PCOC building.

- **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 \$60,702. The FY20 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

FY19 Projections

SW Attendance: 86,000 participants

Projected Fund Balance @ 6/30/19: \$260,574

Revenue from Rentals: \$33,500

Number of Program Classes Held: 124

Special Events Held: 4

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|---------------------|-----------------|------------|
| \$676,415 | \$761,472 | \$85,057 |

- **GATE RECEIPTS**
 - Revenue from Gate Receipts for FY20 is anticipated higher than the FY19 budget due to the opening of the wave pool in May 2020. The FY20 budget includes \$48,750 for Camp Summit pool passes.
- **MEMBERSHIPS**
 - Revenue from Memberships for FY19 is projected higher than the original budget due to higher sales of season passes after the Early Bird Special. The FY20 budget reflects an increase in memberships related to the wave pool.
 - Summit Waves offers an Early Bird Special of \$10 off the purchase of season passes purchased before May 1st.
- **RENTALS**
 - FY19 projections and FY20 budget reflects an increase in full facility rentals and birthday party packages.
- **WATER/SEWER**
 - FY20 budget reflect a slight increase in water charges due to the addition of the wave pool.
- **CAPITAL OUTLAY**
 - The FY20 budget includes \$37,500 for replacement of artificial palm trees.

Cemetery – Fund 204

FY19 Projections

Grave Spaces Sold: 26-Regular; 10-Crémentation; 5-Columbarium Niche

Projected Fund Balance @ 6/30/19: \$1,290,675

Revenue from Grave Openings: \$71,500

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|---------------------|-----------------|------------|
| \$205,498 | \$208,885 | \$3,387 |

Cemetery – Fund 204 (cont'd)

- **SERVICES**
 - The FY19 projection reflects no change in burials 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 SALES**
 - Monument sales are budgeted at a 40% gross margin. The FY20 budget reflects a slight decrease in the sale of monuments and vases based on historical data.
- **SALE OF PERSONAL PROPERTY**
 - FY19 projections reflect a period of time when grave spaces were not being sold. The FY20 budget reflects the projected end of grave property availability. Cemetery management anticipates selling all of the 33 plots in FY20 that are available for sale.

Construction Fund – Fund 327

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|--------------|-------------|---------------|
| \$5,600,110 | \$3,615,000 | (\$1,985,110) |

The projected fund balance at the end of FY19 is estimated at (\$2,355,242). For negative cash balances, the Construction Fund will be charged interest expense at the same rate as interest earned if the fund had positive cash. As of the 12/31/18 Investment Report, the average portfolio yield was 1.6348%

The CIP Plan includes funding towards the following projects in FY20.

| | |
|--|--------------------|
| Arts in Parks | \$ 10,000 |
| Summit Park Renovation (\$1,325,000 from prior years, \$375,000 FY20) - total project estimate - \$1,700,000 | 375,000 |
| Lowenstein Park Improvements (\$400,000 plus \$115,000 from developer) | 515,000 |
| Wave Pool at Summit Waves includes Harris Park Restrooms (\$530,000 from prior years, \$4,580,000 FY20) – total project estimate - \$5,110,000 | 4,580,000 |
| Pleasant Lea Park Improvements (\$50,000 in FY20, \$350,000 FY21) – total project estimate - \$400,000 | 50,000 |
| Total | <u>\$5,530,000</u> |

Park COP Debt – Fund 410

FY20 Requested Budget:

| Expenditures | Revenues | Net |
|--------------|-------------|-------------|
| \$4,495,000 | \$4,113,042 | (\$381,958) |

The projected fund balance at the end of FY19 of \$614,420 will provide additional funding for the planned projects in FY20.

- Net Sales Tax revenue (Sales Tax Proceeds less EATS) for FY20 is projected to be \$84,085 higher than projected for the FY19 year.

Park COP Debt – Fund 410 (cont'd)

Expenditures include:

- Transfer to the Gamber Community Center Fund for operating expenditures of \$175,000.
- Transfer to the Water Department - repayment on interfund loan - \$820,000 per year for five years.
- Transfer to the Construction Fund totaling \$3,500,000 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 2018 Actuals | | Fiscal Year 2019 | | | | Fiscal Year 2020 Maintenance | | Fiscal Year 2020 Requested | |
|------------------------------|-----------------------------|-------------------|-------------------|----------------------|------------------------|---------------------------|---------------------------------|-------------------|-------------------------------|-------------------|
| | Revenue | Expenditures | Budget Revenue | Projected Revenue | Budget Expenditures | Projected Expenditures | Revenue | Expenditures | Revenue | Expenditures |
| Fund 201 | | | | | | | | | | |
| Gamber Community Center | 486,038 | 445,940 | 489,796 | 459,701 | 449,193 | 433,563 | 471,216 | 405,911 | 471,216 | 425,009 |
| Total | 486,038 | 445,940 | 489,796 | 459,701 | 449,193 | 433,563 | 471,216 | 405,911 | 471,216 | 425,009 |
| Fund 202 | | | | | | | | | | |
| Legacy Park Community Center | 2,102,819 | 1,953,450 | 2,107,284 | 2,080,438 | 1,938,419 | 2,117,906 | 2,091,270 | 1,926,526 | 2,091,270 | 2,090,631 |
| Total | 2,102,819 | 1,953,450 | 2,107,284 | 2,080,438 | 1,938,419 | 2,117,906 | 2,091,270 | 1,926,526 | 2,091,270 | 2,090,631 |
| Fund 205 | | | | | | | | | | |
| Longview Community Center | - | - | 824,019 | 753,207 | 971,480 | 849,920 | 1,478,871 | 1,358,391 | 1,478,871 | 1,367,541 |
| Total | - | - | 824,019 | 753,207 | 971,480 | 849,920 | 1,478,871 | 1,358,391 | 1,478,871 | 1,367,541 |
| Fund 530 | | | | | | | | | | |
| Harris Park Community Center | 1,320,902 | 1,340,957 | 1,589,963 | 1,442,934 | 1,463,089 | 1,397,044 | 1,522,510 | 1,473,000 | 1,522,510 | 1,491,700 |
| Total | 1,320,902 | 1,340,957 | 1,589,963 | 1,442,934 | 1,463,089 | 1,397,044 | 1,522,510 | 1,473,000 | 1,522,510 | 1,491,700 |
| Fund 200 | | | | | | | | | | |
| Parks and Recreation | 3,731,692 | 3,775,125 | 3,615,661 | 3,693,717 | 3,489,078 | 4,059,629 | 3,749,333 | 3,474,717 | 3,749,333 | 3,547,147 |
| Total | 3,731,692 | 3,775,125 | 3,615,661 | 3,693,717 | 3,489,078 | 4,059,629 | 3,749,333 | 3,474,717 | 3,749,333 | 3,547,147 |
| Fund 203 | | | | | | | | | | |
| Aquatics Center | 695,128 | 599,501 | 653,284 | 683,365 | 627,931 | 644,971 | 761,472 | 638,915 | 761,472 | 676,415 |
| Total | 695,128 | 599,501 | 653,284 | 683,365 | 627,931 | 644,971 | 761,472 | 638,915 | 761,472 | 676,415 |
| Fund 204 | | | | | | | | | | |
| Cemetery | 174,918 | 179,880 | 204,688 | 190,688 | 204,363 | 203,967 | 208,885 | 205,498 | 208,885 | 205,498 |
| Total | 174,918 | 179,880 | 204,688 | 190,688 | 204,363 | 203,967 | 208,885 | 205,498 | 208,885 | 205,498 |
| Funds 327 | | | | | | | | | | |
| Construction Funds | 4,138,413 | 4,622,789 | 3,352,500 | 4,752,500 | 2,835,000 | 8,397,792 | 3,615,000 | 5,600,110 | 3,615,000 | 5,600,110 |
| Total | 4,138,413 | 4,622,789 | 3,352,500 | 4,752,500 | 2,835,000 | 8,397,792 | 3,615,000 | 5,600,110 | 3,615,000 | 5,600,110 |
| Fund 410 | | | | | | | | | | |
| Parks Sales Tax | 3,935,054 | 6,345,225 | 3,919,125 | 4,042,820 | 3,275,000 | 4,075,000 | 4,113,042 | 4,495,000 | 4,113,042 | 4,495,000 |
| Total | 3,935,054 | 6,345,225 | 3,919,125 | 4,042,820 | 3,275,000 | 4,075,000 | 4,113,042 | 4,495,000 | 4,113,042 | 4,495,000 |
| TOTAL ALL FUNDS | 16,584,964 | 19,262,867 | 16,756,320 | 18,099,370 | 15,253,553 | 22,179,792 | 18,011,599 | 19,578,068 | 18,011,599 | 19,899,051 |

FUND BALANCE REPORT

| Fund | | Actual FY18 | Budget FY19 | Projected Balance FY19 | Maintenance Balance FY20 | Requested Balance FY20 | Fund Balance Notes: |
|-----------------|---------------------------|----------------|----------------|------------------------------|--------------------------------|------------------------------|--|
| Fund 201 | Gamber Community Ctr | 468,073 | 508,676 | 494,211 | 559,516 | 540,418 | Fund Balance Policy-15% of budgeted operating expenditures (\$63,751) |
| Fund 202 | Legacy Park Community Ctr | 1,487,640 | 1,656,505 | 1,450,172 | 1,614,916 | 1,450,811 | Fund Balance Policy-15% of budgeted operating expenditures (\$313,595) |
| Fund 205 | Longview Community Ctr | - | (147,461) | (96,713) | 23,767 | 14,617 | Fund Balance Policy-15% of budgeted operating expenditures (\$205,131) |
| Fund 530 | Harris Park Community Ctr | 426,872 | 553,746 | 472,762 | 522,272 | 503,572 | Fund Balance Policy-15% of budgeted operating expenditures (\$223,755) |
| Fund 200 | Parks & Recreation | 2,321,836 | 2,448,419 | 1,955,924 | 2,230,540 | 2,158,110 | Fund Balance Policy-15% of budgeted operating expenditures (\$532,072) |
| Fund 203 | Aquatics Center | 222,180 | 247,533 | 260,574 | 383,131 | 345,631 | Fund Balance Policy-15% of budgeted operating expenditures (\$101,462) |
| Fund 204 | Cemetery | 1,303,954 | 1,304,279 | 1,290,675 | 1,294,062 | 1,294,062 | Trust fund set up to sustain operating costs once Cemetery at capacity. |
| Fund 327 | Construction Funds | 85,145 | 602,645 | (3,560,147) | (5,545,257) | (5,545,257) | This fund is used for construction project tracking. See Note (1) below. |
| Fund 410 | Park COP Debt Fund | 646,600 | 1,290,725 | 614,420 | 232,462 | 232,462 | Fund used to record sales tax proceeds and transfer to other funds. |

Note (1) - Due to the purchase of Longview Community Center and the Wave Pool project scheduled in FY19 and FY20, the Construction Fund will have a negative cash/fund balance. There will be interest costs charged to the fund at the same rate as interest earned on positive cash balances. As of the 12/31/18 Investment Report, the average portfolio yield was 1.6348%.

** 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, 205, 530, and 203.

1 YEAR GOALS for FISCAL YEAR 2020

| LSPR BOARD GOALS | | |
|--|-------|----------------|
| 1-YEAR-GOALS | Votes | Weighted Votes |
| Solar Energy Research | 5 | 25 |
| Landscape Monuments | 4 | 18 |
| Pop Up Park | 3 | 14 |
| Foundation Revamp | 4 | 8 |
| Fitness Court | 2 | 6 |
| * Palm Tree Replacement at Summit Waves | 1 | 6 |
| Improve YSA Communication | 2 | 5 |
| * Outdoor Classroom | 2 | 5 |
| Innovative Programming at LPA | 2 | 5 |
| * Profitable LPA | 1 | 4 |
| * Teen Program/ E Sports Research | 1 | 4 |
| Master Plan/Upgrades Lowenstein | 1 | 3 |
| Dredge Legacy Lake | 1 | 1 |
| LED Lighting LPCC Gym / Lobby | 1 | 1 |
| Additional Truck, Plow | 0 | 0 |
| Bicycles at LVCC | 0 | 0 |
| Bobcat Brush Hog | 0 | 0 |
| Connect Sports Venues with Trails | 0 | 0 |
| * Digital Banners | 0 | 0 |
| Dumpster at Hartman | 0 | 0 |
| Electronic / Paperless Waivers | 0 | 0 |
| Eliminate Beautification Commission | 0 | 0 |
| * Excavator | 0 | 0 |
| Explore Nontraditional Sports | 0 | 0 |
| Flower Bed Renovation at LPCC | 0 | 0 |
| Full time Employee at GCC | 0 | 0 |
| Fun Social Media Posts | 0 | 0 |
| GCC Laminate in Bistro | 0 | 0 |
| Implement Comp Study | 0 | 0 |
| In Depth Trends Team | 0 | 0 |
| * Kids Swag | 0 | 0 |
| * Landscaping at LPCC (Trees) | 0 | 0 |
| Lift at Longview | 0 | 0 |
| Liquid Chlorination at Legacy | 0 | 0 |
| * Location for Nature Center | 0 | 0 |
| * LPCC Cycleroom Use Expansion | 0 | 0 |
| Master Plan South/West | 0 | 0 |
| New Carpet at GCC | 0 | 0 |
| New Office Chairs at PCOC | 0 | 0 |
| Online Group X Signups Software | 0 | 0 |
| OPDMD's policy | 0 | 0 |
| Open LVCC | 0 | 0 |
| Parks/Turf Intern | 0 | 0 |
| Part Time Pay Solution | 0 | 0 |
| Part Time Retention / Incentive Plan | 0 | 0 |
| Photography Intern | 0 | 0 |
| * Pottberg Comfort Station | 0 | 0 |
| * PT Pay Analysis / Increases | 0 | 0 |
| Re-Establish Natives in Blackwell Median | 0 | 0 |
| Re-Evaluate Internal Services | 0 | 0 |
| Replace Baseball Fence at Hartman | 0 | 0 |
| Research Park District Feasibility | 0 | 0 |
| * Research Safety Locks for Basketball Goals | 0 | 0 |
| Review Cemetery Operations | 0 | 0 |
| Snapchat Filters for Events | 0 | 0 |
| Special Events Intern | 0 | 0 |
| Stain Shelters at Legacy | 0 | 0 |
| Superintendent of Park Construction | 0 | 0 |
| Swag | 0 | 0 |
| * Text Messages to Patrons | 0 | 0 |
| Trailer | 0 | 0 |
| Updating MOUs | 0 | 0 |
| Ventrax Tree Trimmer | 0 | 0 |
| Walking Trail at PCOC Road | 0 | 0 |
| Watercraft Storage Shed | 0 | 0 |
| WiFi Tablet PCOC/Kiosk | 0 | 0 |
| Youth Sports ERP | 0 | 0 |

* Items also identified at the 2017 retreat.

Items in Bold were introduced by the Park Board

| LSPR STAFF GOALS | | |
|--|-------|----------------|
| 1-YEAR-GOALS | Votes | Weighted Votes |
| Implement Comp Study | 11 | 37 |
| Dredge Legacy Lake | 10 | 25 |
| * Excavator | 4 | 23 |
| * PT Pay Analysis / Increases | 4 | 23 |
| Online Group X Signups Software | 4 | 22 |
| Research Park District Feasibility | 6 | 22 |
| Part-time Pay Solution | 4 | 21 |
| Full-time Employee at GCC | 4 | 20 |
| Part-time Retention / Incentive Plan | 5 | 19 |
| * Text Messages to Patrons | 4 | 19 |
| Additional Truck, Plow | 5 | 18 |
| Electronic / Paperless Waivers | 6 | 17 |
| Bobcat Brush Hog | 4 | 15 |
| * Landscaping at LPCC (Trees) | 3 | 15 |
| * Digital Banners | 3 | 12 |
| Ventrax Tree Trimmer | 4 | 12 |
| * LPCC Cycleroom Use Expansion | 2 | 11 |
| Foundation Revamp | 2 | 10 |
| * Palm Tree Replacement at Summit Waves | 3 | 10 |
| Master Plan South/West | 2 | 9 |
| Watercraft Storage Shed | 2 | 9 |
| Fitness Court | 2 | 8 |
| Lift at Longview | 3 | 8 |
| Solar Energy Research | 4 | 8 |
| Dumpster at Hartman | 2 | 6 |
| New Office Chairs at PCOC | 2 | 6 |
| Photography Intern | 3 | 6 |
| * Pottberg Comfort Station | 1 | 6 |
| Flower Bed Renovation at LPCC | 1 | 5 |
| Superintendent of Park Construction | 1 | 5 |
| Swag | 2 | 5 |
| Updating MOUs | 2 | 5 |
| * Kids Swag | 2 | 4 |
| LED Lighting LPCC Gym / Lobby | 1 | 4 |
| * Profitable LPA | 1 | 4 |
| GCC Laminate in Bistro | 1 | 3 |
| Re-Evaluate Internal Services | 1 | 3 |
| Replace Baseball Fence at Hartman | 1 | 3 |
| * Research Safety Locks for Basketball Goals | 1 | 3 |
| Review Cemetery Operations | 1 | 3 |
| Bicycles at LVCC | 1 | 2 |
| Connect Sports Venues with Trails | 2 | 2 |
| In-Depth Trends Team | 1 | 2 |
| Liquid Chlorination at Legacy | 1 | 2 |
| * Outdoor Classroom | 1 | 2 |
| Youth Sports ERP | 1 | 2 |
| * Location for Nature Center | 1 | 1 |
| Re-Establish Natives in Blackwell Median | 1 | 1 |
| Special Events Intern | 1 | 1 |
| * Teen Program/ E Sports Research | 1 | 1 |
| Walking Trail at PCOC Road | 1 | 1 |
| Eliminate Beutification Commission | 0 | 0 |
| Explore Nontraditional Sports | 0 | 0 |
| Fun Social Media Posts | 0 | 0 |
| Improve YSA Communication | 0 | 0 |
| Master Plan/Upgrades at Lowenstein Park | 0 | 0 |
| New Carpet at GCC | 0 | 0 |
| OPDMD's policy | 0 | 0 |
| Open LVCC | 0 | 0 |
| Parks/Turf Intern | 0 | 0 |
| Snapchat Filters for Events | 0 | 0 |
| Stain Shelters at Legacy | 0 | 0 |
| Trailer | 0 | 0 |
| WiFi Tablet PCOC/Kiosk | 0 | 0 |

5 YEAR GOALS for FISCAL YEAR 2020

| LSPR BOARD GOALS | | |
|---|-------|----------------|
| 5-YEAR GOALS | Votes | Weighted Votes |
| * Fully Develop Bailey Farm | 4 | 19 |
| Successful Park Foundation | 2 | 11 |
| * Open Fieldhouse | 2 | 10 |
| Solar Power at Parks / Alternate Energy | 2 | 10 |
| Accessible Playground / Equipment | 1 | 6 |
| * Bridge at Lea McKeighan | 1 | 6 |
| * Redevelop Pleasant Lea | 1 | 6 |
| Bike Skills Course/Pump Track | 1 | 5 |
| Paperless HR/Reduce Paper Output | 1 | 4 |
| * Sandblast/Paint LPCC Aquatic Features and Slide Tower | 1 | 4 |
| Fully Accessible Baseball Field | 0 | 0 |
| 100 person Shelter | 0 | 0 |
| 2 More Slides at Summit Waves | 0 | 0 |
| Adaptive Reuse of RRP (Landfill) | 0 | 0 |
| Additional Marketing Staff | 0 | 0 |
| Arboretum | 0 | 0 |
| * Birthday Party Room at Legacy | 0 | 0 |
| Blue Way Development | 0 | 0 |
| Contract SW Open / Closing Maintenance | 0 | 0 |
| Decrease Reliance on R7 Facilities / Increase LSPR Facilities | 0 | 0 |
| Digital Banners | 0 | 0 |
| * Hire More Staff | 0 | 0 |
| Implement Park District Plan | 0 | 0 |
| Irrigation Upgrades at Legacy | 0 | 0 |
| Key System / Make Own Keys | 0 | 0 |
| Lighted Pickleball/Tennis Courts at Banner | 0 | 0 |
| * Lobby Furniture at Gamber | 0 | 0 |
| LPA Green Room | 0 | 0 |
| More National Recognition | 0 | 0 |
| New Barbells and Racks at Legacy | 0 | 0 |
| * New Roof at Legacy | 0 | 0 |
| * NFL Play 60 Park | 0 | 0 |
| Replace all Gamber Fitness Equipment | 0 | 0 |
| Replace Cardio Equipment at Legacy | 0 | 0 |
| * Resurface LPCC Track | 0 | 0 |
| * Safety Town | 0 | 0 |
| * Secure Land for Future Park Development | 0 | 0 |
| * Splashpad at Legacy | 0 | 0 |
| SW Energy Efficiency Implementation | 0 | 0 |
| Win Gold Medal | 0 | 0 |

| LSPR STAFF GOALS | | |
|---|-------|----------------|
| 5-YEAR GOALS | Votes | Weighted Votes |
| * Open Fieldhouse | 9 | 49 |
| * Splashpad at Legacy | 8 | 39 |
| Implement Park District Plan | 7 | 37 |
| * Bridge at Lea McKeighan | 6 | 27 |
| * Redevelop Pleasant Lea | 5 | 20 |
| Solar Power at Parks / Alternate Energy | 5 | 20 |
| Paperless HR/Reduce Paper Output | 4 | 18 |
| Win Gold Medal | 4 | 18 |
| * Safety Town | 4 | 16 |
| Additional Marketing Staff | 3 | 14 |
| Arboretum | 3 | 13 |
| * Hire More Staff | 3 | 13 |
| * Fully Develop Bailey Farm | 3 | 12 |
| * Secure Land for Future Park Development | 3 | 12 |
| Irrigation Upgrades at Legacy | 2 | 11 |
| 2 More Slides at Summit Waves | 2 | 10 |
| Adaptive Reuse of RRP (Landfill) | 2 | 10 |
| * Resurface LPCC Track | 3 | 10 |
| Lighted Pickleball/Tennis Courts at Banner | 2 | 8 |
| More National Recognition | 2 | 8 |
| LPA Green Room | 2 | 6 |
| * NFL Play 60 Park | 1 | 6 |
| 100-person Shelter | 1 | 5 |
| Replace all Gamber Fitness Equipment | 1 | 5 |
| Replace Cardio Equipment at Legacy | 1 | 5 |
| SW Energy Efficiency Implementation | 1 | 5 |
| * Birthday Party Room at Legacy | 1 | 4 |
| * Lobby Furniture at Gamber | 1 | 4 |
| Contract SW Open / Closing Maintenance | 1 | 3 |
| Digital Banners | 1 | 3 |
| * Sandblast/Paint LPCC Aquatic Features and Slide Tower | 1 | 3 |
| Accessible Playground / Equipment | 0 | 0 |
| Bike Skills Course/Pump Track | 0 | 0 |
| Blue Way Development | 0 | 0 |
| Decrease Reliance on R7 Facilities / Increase LSPR Facilities | 0 | 0 |
| Fully Accessible Baseball Field | 0 | 0 |
| Key System / Make Own Keys | 0 | 0 |
| New Barbells and Racks at Legacy | 0 | 0 |
| * New Roof at Legacy | 0 | 0 |
| Successful Park Foundation | 0 | 0 |

* Items also identified at the 2017 retreat.

Items in Bold were introduced by the Park Board

ITEMIZED BUDGET EXPENSE WORKSHEET
GAMBER COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|---|-----|-------------------------------|-----------------------------------|--------------------------------|---|---|---|-------------|
| REVENUES | | | | | | | | |
| ACTIVITY FEES | | | | | | | | |
| 4414 | 0 | Activity Fees | \$ 30,395 | \$ 25,283 | \$ 23,180 | \$ 25,653 | \$ 25,653 | |
| 4421 | 0 | Gate Receipts | 38,729 | 40,715 | 41,851 | 38,541 | 38,541 | |
| 4422 | 0 | Membership Fees | 93,509 | 101,780 | 71,353 ¹ | 76,233 | 76,233 ⁴ | |
| Total Activity Fees | | | \$ 162,633 | \$ 167,778 | \$ 136,384 | \$ 140,427 | \$ 140,427 | \$ - |
| OTHER USER CHARGES | | | | | | | | |
| 4505 | 0 | Concessions | \$ 483 | \$ 585 | \$ 639 | \$ 465 | \$ 465 | |
| Total User Charges | | | \$ 483 | \$ 585 | \$ 639 | \$ 465 | \$ 465 | \$ - |
| RENTALS | | | | | | | | |
| 4442 | 0 | Facility Rentals | \$ 141,623 | \$ 140,933 | \$ 141,610 | \$ 147,964 | \$ 147,964 ⁵ | |
| Total Rentals | | | \$ 141,623 | \$ 140,933 | \$ 141,610 | \$ 147,964 | \$ 147,964 | \$ - |
| INTEREST ON INVESTMENTS | | | | | | | | |
| 4600 | 0 | Interest on Investments | \$ 6,457 | \$ 1,800 | \$ 1,800 | \$ 3,600 | \$ 3,600 | |
| 4601 | 0 | Mark to Market Adjustment | (3,952) | - | - | - | - | |
| Total Interest on Investments | | | \$ 2,505 | \$ 1,800 | \$ 1,800 | \$ 3,600 | \$ 3,600 | \$ - |
| MISCELLANEOUS | | | | | | | | |
| 4711 | 0 | Contributions-Sponsors | \$ - | \$ 120 | \$ - | \$ - | \$ - | |
| 4716 | 0 | Refunds & Reimbursements | 326 | - | - | - | - | |
| 4718 | 0 | Cash Over/Short | 9 | - | - | - | - | |
| 4446 | 0 | Other Revenue | 3,459 | 3,580 | 4,268 | 3,760 | 3,760 | |
| Total Miscellaneous | | | \$ 3,794 | \$ 3,700 | \$ 4,268 | \$ 3,760 | \$ 3,760 | \$ - |
| 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 | \$ 175,000 | \$ - |
| TOTAL REVENUES | | | \$ 486,038 | \$ 489,796 | \$ 459,701 | \$ 471,216 | \$ 471,216 | |
| EXPENDITURES | | | | | | | | |
| PERSONNEL SERVICES | | | | | | | | |
| 7000 | 0 | Salaries - Regular | \$ 82,831 | \$ 88,467 | \$ 89,127 | \$ 99,079 | \$ 99,079 ⁶ | |
| 7001 | 0 | Salaries - Part Time | 102,277 | 110,760 | 96,029 ² | 104,120 | 104,120 ⁷ | |
| 7002 | 0 | Overtime | 248 | - | 92 | - | - | |
| 7008 | 0 | Short Term Disability | 102 | 105 | 99 | 107 | 107 | |
| 7009 | 0 | FICA - Employer | 10,973 | 5,485 | 5,526 | 6,143 | 6,143 | |
| 7010 | 0 | FICA - PT | - | 6,867 | 5,954 | 6,455 | 6,455 | |
| 7011 | 0 | Medicare Deduction | 2,566 | 2,889 | 2,685 | 2,946 | 2,946 | |
| 7013 | 0 | Car Allowance | - | - | - | - | - | |
| 7014 | 0 | Communication Allowance | 421 | - | 420 | - | - | |
| 7015 | 0 | Health/Dental Insurance | 24,733 | 28,309 | 26,919 | 25,335 | 25,335 | |
| 7018 | 0 | Life Insurance | 180 | 265 | 267 | 297 | 297 | |
| 7019 | 0 | Workers Compensation | 1,350 | 2,700 | 1,218 | 1,555 | 1,555 | |
| 7020 | 0 | Long Term Disability | 274 | 460 | 463 | 515 | 515 | |
| 7021 | 0 | Unemployment Insurance | 1,329 | 426 | 419 | 129 | 129 | |
| 7023 | 0 | LAGERS - Retirement | 8,841 | 9,201 | 9,752 | 9,512 | 9,512 | |
| Total Personnel Services | | | \$ 236,125 | \$ 255,934 | \$ 238,970 | \$ 256,193 | \$ 256,193 | \$ - |
| SUPPLIES AND OTHER SERVICES | | | | | | | | |
| 7200 | 0 | Advertising Expense | \$ 913 | \$ 2,295 | \$ 1,995 | \$ 1,845 | \$ 1,845 | |
| 7201 | 0 | Organizational Dues | 555 | - | - | - | - | |
| 7203 | 0 | Insurance Expense | 7,979 | 4,739 | 4,739 | 5,890 | 5,890 | |
| 7205 | 0 | Postage Expense | 44 | - | 44 | - | - | |
| 7206 | 0 | Printing Expense | 1,316 | 500 | 872 | 640 | 640 | |
| 7207 | 0 | Professional Fees | 39,431 | 30,383 | 28,241 | 27,206 | 27,206 | |
| 7212 | 0 | Other Professional Fees | 2,206 | 2,940 | 2,701 | 2,720 | 2,720 | |
| 7213 | 0 | Rentals & Leases | 4,809 | 4,849 | 4,480 | 4,531 | 4,531 | |
| 7214 | 0 | Uniform Rental | 179 | 156 | 131 | 156 | 156 | |
| 7216 | 0 | Trips and Tours | - | - | - | - | - | |
| 7217 | 0 | Employee Training | - | - | - | - | - | |
| 7221 | 0 | Sanitation Services | 1,068 | 1,440 | 1,374 | 1,320 | 1,320 | |
| 7223 | 0 | Furniture, Fixtures and Equip | 10,448 | 3,329 | 5,079 | - | - ⁸ | |
| 7225 | 0 | Miscellaneous Equipment | 1,019 | 1,000 | 504 | 1,000 | 1,000 | |
| 7249 | 0 | Consumable Tools | 66 | 240 | 140 | 240 | 240 | |
| 7258 | 0 | Telephone | 2,527 | 2,160 | 2,787 | 2,820 | 2,820 | |
| 7268 | 0 | Uniforms | 398 | 1,140 | 450 | 912 | 912 | |
| 7270 | 0 | Office Supplies | 446 | 520 | 451 | 520 | 520 | |
| 7273 | 0 | Janitorial Supplies | 4,259 | 4,535 | 3,375 | 3,897 | 3,897 | |

**ITEMIZED BUDGET EXPENSE WORKSHEET
GAMBER COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY20**

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|---|-----------------------|-----------------------------------|--------------------------------|---|---|---|--------------------|
| 7274 | 0 | Concession Supplies | 1,538 | 1,610 | 725 | 1,610 | 1,610 | |
| 7276 | 0 | Recreational Supplies | 9,576 | 8,740 | 8,265 | 8,380 | 8,380 | |
| 7285 | 0 | Bankcard Fees | 5,127 | 6,000 | 4,858 | 5,400 | 5,400 | |
| 7704 | 0 | Miscellaneous Expense | 2,167 | 1,000 | 500 | 1,000 | 1,000 | |
| 7705 | 0 | Discount Expense | (1,101) | - | 870 | - | - | |
| Total Supplies and Other Services | | | \$ 94,970 | \$ 77,576 | \$ 72,581 | \$ 70,087 | \$ 70,087 | \$ - |
| MAINTENANCE & REPAIRS | | | | | | | | |
| 7300 | 0 | M & R Buildings | \$ 30,256 | \$ 7,455 | \$ 7,870 | \$ 6,200 | \$ 6,200 | |
| 7301 | 0 | M & R Grounds | 1,461 | 1,200 | 5,977 ³ | 900 | 900 | |
| 7302 | 0 | M & R Other | - | 1,000 | 745 | 1,000 | 1,000 | |
| 7304 | 0 | M & R DP Equipment | - | - | - | - | - | |
| 7306 | 0 | M & R Other Equipment | 1,350 | 3,250 | 4,765 | 3,250 | 3,250 | |
| Total Maintenance & Repairs | | | \$ 33,067 | \$ 12,905 | \$ 19,357 | \$ 11,350 | \$ 11,350 | \$ - |
| UTILITIES | | | | | | | | |
| 7403 | 0 | Electricity | \$ 38,256 | \$ 33,670 | \$ 36,314 | \$ 37,709 | \$ 37,709 | |
| 7407 | 0 | Water/Sewer | 10,919 | 10,970 | 9,166 | 10,500 | 10,500 | |
| Total Utilities | | | \$ 49,175 | \$ 44,640 | \$ 45,480 | \$ 48,209 | \$ 48,209 | \$ - |
| CAPITAL OUTLAY | | | | | | | | |
| 8000 | 0 | Capital Outlay | \$ - | \$ 30,143 | \$ 29,168 | \$ - | \$ 19,098 ⁹ | \$ 19,098 |
| Total Capital Outlay | | | \$ - | \$ 30,143 | \$ 29,168 | \$ - | \$ 19,098 | \$ 19,098 |
| INTERDEPARTMENT CHARGE | | | | | | | | |
| 9000 | 0 | ITS-Overhead | \$ 29,781 | \$ 25,163 | \$ 25,163 | \$ 18,000 | \$ 18,000 ¹⁰ | |
| 9004 | 0 | MERP Payment | 2,544 | 2,540 | 2,540 | 1,832 | 1,832 | |
| 9007 | 0 | SLERP Payment | 278 | 292 | 304 | 240 | 240 | |
| Total Interdepartment Charge | | | \$ 32,603 | \$ 27,995 | \$ 28,007 | \$ 20,072 | \$ 20,072 | \$ - |
| TOTAL EXPENDITURES | | | \$ 445,940 | \$ 449,193 | \$ 433,563 | \$ 405,911 | \$ 425,009 | \$ 19,098 |
| NET | | | \$ 40,098 | \$ 40,603 | \$ 26,138 | \$ 65,305 | \$ 46,207 | \$ (19,098) |
| Percent Recovery | | | 108.99% | 109.04% | 106.03% | 116.09% | 110.87% | |

Footnotes:

¹ The decrease in Membership Fees revenue is related to the change from the Passport membership, where GCC received a set percentage of the membership revenue, to the All Inclusive Pass where the home facility receives the revenue.

² The decrease in Part Time Salaries is related to staffing vacancies and using contract labor for restroom cleaning.

³ The increase in M & R Grounds is related to landscape improvements and irrigation repair.

⁴ The FY20 Request reflects a decrease in Membership Fees compared to FY19 due to the change from the Passport membership, where GCC received a set percentage of the membership revenue, to the All Inclusive Pass where the home facility receives the revenue.

⁵ The FY20 Request reflects an increase in Facility Rentals related to ongoing facility rentals.

⁶ The FY20 Request reflects an increase in Full Time Salaries due to the implementation of the compensation study and a change in allocation for the Superintendent of Recreation.

⁷ The FY20 Request reflects the impact of the increase in minimum wage effective January 1, 2020. There is also a decrease in part-time hours related to reduced after hour rentals compared to the FY19 budget.

⁸ The FY19 Budget had an expansion for digital signage and combo leg extension - fitness equipment addition.

⁹ The FY19 Budget had A/V projector replacement in the ballroom and interior patching and painting. The FY20 Request has an expansion including carpet replacement (\$11,614) and treadmill replacement (\$7,484).

¹⁰ The FY20 Request reflects a decrease in ITS-Overhead due to a review of equipment at each facility and a re-allocation of costs to more accurately reflect the related cost.

EXPANSION REQUEST

| | |
|------------------------|------------------|
| Carpet Replacement | \$ 11,614 |
| Treadmill Replacement | 7,484 |
| Total Expansion | \$ 19,098 |

ITEMIZED BUDGET EXPENSE WORKSHEET
LEGACY PARK COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|---|---|-----------------------------|-----------------------------------|--------------------------------|---|---|---|-------------|
| REVENUES | | | | | | | | |
| ACTIVITY FEES | | | | | | | | |
| 4414 | 0 | Activity Fees | \$ 186,622 | \$ 176,391 | \$ 187,021 ¹ | \$ 188,066 | \$ 188,066 | |
| 4421 | 0 | Gate Receipts | 190,371 | 189,232 | 190,692 | 190,648 | 190,648 | |
| 4422 | 0 | Memberships | 1,561,356 | 1,604,402 | 1,564,598 ² | 1,563,566 | 1,563,566 | |
| Total Activity Fees | | | \$ 1,938,349 | \$ 1,970,025 | \$ 1,942,311 | \$ 1,942,280 | \$ 1,942,280 | \$ - |
| OTHER USER CHARGES | | | | | | | | |
| 4504 | 0 | Pro Shop | \$ 556 | \$ 618 | \$ 664 | \$ 747 | \$ 747 | |
| 4505 | 0 | Concessions | 2,592 | 2,375 | 2,356 | 2,423 | 2,423 | |
| Total User Charges | | | \$ 3,148 | \$ 2,993 | \$ 3,020 | \$ 3,170 | \$ 3,170 | \$ - |
| RENTALS | | | | | | | | |
| 4442 | 0 | Facility Rentals | \$ 77,156 | \$ 84,637 | \$ 84,468 | \$ 95,142 | \$ 95,142 ⁹ | |
| Total Rentals | | | \$ 77,156 | \$ 84,637 | \$ 84,468 | \$ 95,142 | \$ 95,142 | \$ - |
| INTEREST ON INVESTMENTS | | | | | | | | |
| 4600 | 0 | Interest on Investments | \$ 19,993 | \$ 4,000 | \$ 4,000 | 3,996 | 3,996 | |
| 4601 | 0 | Mark to Market Adjustment | (12,297) | - | - | - | - | |
| Total Interest on Investments | | | \$ 7,696 | \$ 4,000 | \$ 4,000 | \$ 3,996 | \$ 3,996 | \$ - |
| MISCELLANEOUS | | | | | | | | |
| 4716 | 0 | Refunds & Reimbursements | \$ 1,997 | \$ 1,000 | \$ 1,000 | \$ 833 | \$ 833 | |
| 4717 | 0 | Discounts | - | - | - | - | - | |
| 4718 | 0 | Cash Over/Short | 66 | 24 | 24 | 24 | 24 | |
| 4446 | 0 | Other Revenue | 7,888 | 2,086 | 3,096 | 3,306 | 3,306 | |
| Total Miscellaneous | | | \$ 9,951 | \$ 3,110 | \$ 4,120 | \$ 4,163 | \$ 4,163 | \$ - |
| CONTRIBUTIONS | | | | | | | | |
| 4711 | 0 | Contributions - Sponsors | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | |
| Total Contributions | | | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ - |
| TRANSFERS FROM OTHER FUNDS | | | | | | | | |
| 5101 | 0 | Transfer from Fund 001 | \$ 48,000 | \$ 24,000 | \$ 24,000 | \$ 24,000 | \$ 24,000 | |
| 5101 | 0 | Transfer from Fund 530 | 3,519 | 3,519 | 3,519 | 3,519 | 3,519 | |
| Total Transfers from Other Funds | | | \$ 51,519 | \$ 27,519 | \$ 27,519 | \$ 27,519 | \$ 27,519 | \$ - |
| TOTAL REVENUES | | | \$ 2,102,819 | \$ 2,107,284 | \$ 2,080,438 | \$ 2,091,270 | \$ 2,091,270 | \$ - |
| EXPENDITURES | | | | | | | | |
| PERSONNEL SERVICES | | | | | | | | |
| 7000 | 0 | Salaries - Regular | \$ 324,692 | \$ 352,651 | \$ 367,644 ³ | \$ 397,819 | \$ 397,819 ¹⁰ | |
| 7001 | 0 | Salaries - Part Time | 621,265 | 626,624 | 640,013 ⁴ | 696,643 | 696,643 ¹¹ | |
| 7002 | 0 | Overtime | 991 | 1,500 | 1,274 | 996 | 996 | |
| 7005 | 0 | Holiday Worked | - | - | - | - | - | |
| 7008 | 0 | Short Term Disability | 405 | 462 | 459 | 474 | 474 | |
| 7009 | 0 | FICA - Employer | 57,580 | 21,864 | 22,794 | 24,665 | 24,665 | |
| 7010 | 0 | FICA - PT | - | 38,851 | 39,681 | 43,192 | 43,192 | |
| 7011 | 0 | Medicare Deduction | 13,466 | 14,199 | 14,611 | 15,870 | 15,870 | |
| 7013 | 0 | Car Allowance | - | - | - | - | - | |
| 7014 | 0 | Communication Allowance | 2,014 | 2,100 | 1,909 | 2,100 | 2,100 | |
| 7015 | 0 | Health/Dental Insurance | 105,321 | 124,695 | 122,487 | 111,944 | 111,944 ¹² | |
| 7018 | 0 | Life Insurance | 709 | 1,058 | 1,103 | 1,193 | 1,193 | |
| 7019 | 0 | Workers Compensation | 40,490 | 40,490 | 36,526 | 36,000 | 36,000 | |
| 7020 | 0 | Long Term Disability | 1,007 | 1,834 | 1,912 | 2,069 | 2,069 | |
| 7021 | 0 | Unemployment Insurance | 7,640 | 2,595 | 2,592 | 570 | 570 | |
| 7023 | 0 | LAGERS - Retirement | 30,682 | 31,029 | 32,820 | 38,191 | 38,191 | |
| Total Personnel Services | | | \$ 1,206,262 | \$ 1,259,952 | \$ 1,285,825 | \$ 1,371,726 | \$ 1,371,726 | \$ - |
| SUPPLIES AND OTHER SERVICES | | | | | | | | |
| 7200 | 0 | Advertising Exp | \$ 1,013 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 | |
| 7201 | 0 | Organizational Dues | 15 | 125 | - | - | - | |
| 7202 | 0 | Subscription to Periodicals | 102 | - | 102 | 125 | 125 | |
| 7203 | 0 | Insurance Expense | 20,571 | 13,942 | 13,942 | 17,972 | 17,972 | |
| 7205 | 0 | Postage Expense | 59 | 240 | 353 | 250 | 250 | |

ITEMIZED BUDGET EXPENSE WORKSHEET
 LEGACY PARK COMMUNITY CENTER
 SUMMARY OF PROGRAMS
 FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|-----|-------------------------------|-----------------------------------|--------------------------------|---|--------------|---|---|--------------------------|
| 7206 | 0 | Printing Expense | 2,720 | 3,492 | 3,272 | | 3,240 | 3,240 | |
| 7207 | 0 | Professional Fees | 69,944 | 81,523 | 67,105 | ⁵ | 68,508 | 68,508 | |
| 7213 | 0 | Rentals & Leases | 5,281 | 5,837 | 7,001 | | 5,203 | 5,203 | |
| 7214 | 0 | Uniform Rental | 5 | 371 | 308 | | 371 | 371 | |
| 7217 | 0 | Employee Training | 2,322 | 3,500 | 3,375 | | 3,888 | 3,888 | |
| 7218 | 0 | Travel & Meeting Expense | - | - | - | | - | - | |
| 7221 | 0 | Sanitation Services | 2,606 | 3,772 | 3,078 | | 3,772 | 3,772 | |
| 7223 | 0 | Furniture, Fixtures and Equip | 7,590 | 7,690 | 7,693 | | 1,550 | 1,550 | |
| 7225 | 0 | Miscellaneous Equipment | 2,253 | 1,300 | 2,883 | | 3,524 | 3,524 | |
| 7249 | 0 | Consumable Tools | 159 | 1,550 | 1,236 | | 1,350 | 1,350 | |
| 7258 | 0 | Telephone | 572 | 650 | 582 | | 650 | 650 | |
| 7259 | 0 | Mobile Telephone | 1,983 | 768 | 816 | | 816 | 816 | |
| 7268 | 0 | Uniforms | 6,245 | 7,246 | 6,712 | | 3,020 | 3,020 | |
| 7270 | 0 | Office Supplies | 7,020 | 5,550 | 7,231 | | 5,550 | 5,550 | |
| 7271 | 0 | Chemicals | 12,013 | 13,154 | 12,749 | | 8,269 | 8,269 | |
| 7273 | 0 | Janitorial Supplies | 33,464 | 30,125 | 28,388 | | 27,883 | 27,883 | |
| 7274 | 0 | Concession Supplies | 3,177 | 3,982 | 3,743 | | 4,069 | 4,069 | |
| 7276 | 0 | Recreational Supplies | 21,380 | 25,610 | 24,790 | | 24,063 | 24,063 | |
| 7277 | 0 | Pro Shop Supplies | 371 | 357 | 286 | | 397 | 397 | |
| 7285 | 0 | Bankcard Fees | 19,978 | 25,000 | 24,996 | | 24,996 | 24,996 | |
| 7704 | 0 | Miscellaneous Expense | 2,670 | 5,683 | 6,113 | | 2,760 | 2,760 | |
| 7705 | 0 | Discount Expense | 425 | 1,108 | 981 | | 1,317 | 1,317 | |
| Total Supplies and Other Services | | | \$ 223,938 | \$ 243,775 | \$ 228,935 | | \$ 214,743 | \$ 214,743 | \$ - |
| MAINTENANCE & REPAIRS | | | | | | | | | |
| 7300 | 0 | M & R Buildings | \$ 92,752 | \$ 130,744 | \$ 122,792 | ⁶ | \$ 81,318 | \$ 81,318 | ¹³ |
| 7301 | 0 | M & R Grounds | 3,078 | 4,600 | 3,941 | | 4,960 | 4,960 | |
| 7302 | 0 | M & R Other | 7,326 | - | - | | - | - | |
| 7303 | 0 | Maint & Repair-Office Eq | - | - | - | | - | - | |
| 7306 | 0 | M & R Other Equipment | 23,775 | 10,400 | 8,508 | | 10,200 | 10,200 | |
| Total Maintenance & Repairs | | | \$ 126,931 | \$ 145,744 | \$ 135,241 | | \$ 96,478 | \$ 96,478 | \$ - |
| UTILITIES | | | | | | | | | |
| 7401 | 0 | Natural Gas | \$ 34,794 | \$ 36,306 | \$ 35,320 | | \$ 35,362 | \$ 35,362 | |
| 7403 | 0 | Electricity | 130,022 | 123,300 | 127,280 | | 127,664 | 127,664 | |
| 7407 | 0 | Water/Sewer | 26,834 | 24,789 | 28,969 | | 27,850 | 27,850 | |
| Total Utilities | | | \$ 191,650 | \$ 184,395 | \$ 191,569 | | \$ 190,876 | \$ 190,876 | \$ - |
| CAPITAL OUTLAY | | | | | | | | | |
| 8000 | 0 | Capital Outlay | \$ 144,844 | \$ 53,336 | \$ 25,106 | ⁷ | \$ - | \$ 164,105 | ¹⁴ \$ 164,105 |
| Total Capital Outlay | | | \$ 144,844 | \$ 53,336 | \$ 25,106 | | \$ - | \$ 164,105 | \$ 164,105 |
| INTERDEPARTMENT CHARGE | | | | | | | | | |
| 9000 | 0 | ITS Overhead | \$ 55,591 | \$ 46,970 | \$ 46,970 | | \$ 47,000 | \$ 47,000 | |
| 9004 | 0 | MERP | 3,816 | 3,809 | 3,810 | | 5,128 | 5,128 | |
| 9007 | 0 | SLERP | 418 | 438 | 450 | | 575 | 575 | |
| Total Interdepartment Charge | | | \$ 59,825 | \$ 51,217 | \$ 51,230 | | \$ 52,703 | \$ 52,703 | \$ - |
| TRANSFER TO OTHER FUNDS | | | | | | | | | |
| 9101 | 327 | Transfer to Park Development | \$ - | \$ - | \$ 200,000 | ⁸ | \$ - | \$ - | |
| Total Interdepartment Charge | | | \$ - | \$ - | \$ 200,000 | | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | | | \$ 1,953,450 | \$ 1,938,419 | \$ 2,117,906 | | \$ 1,926,526 | \$ 2,090,631 | \$ 164,105 |
| NET | | | \$ 149,369 | \$ 168,865 | \$ (37,468) | | \$ 164,744 | \$ 639 | \$ (164,105) |
| Percent Recovery | | | 108% | 109% | 98% | | 109% | 100% | |

Footnotes:

¹ The anticipated increase in revenue from Activity Fees in FY19 is related to a higher number of personal training sessions and RevUp participants.

² The decrease in Membership revenue is related to a decrease in flex and annual membership fees. The facility has seen cancellation of memberships due to patrons becoming eligible for the Silver Sneakers program. Also, a slight decrease due to other facilities opening in the area.

³ The increase in Full Time Salaries is related to the implementation of the compensation study in January 2019.

**ITEMIZED BUDGET EXPENSE WORKSHEET
LEGACY PARK COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY20**

| | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|-----------------------------------|--------------------------------|---|---|---|-----------|
|--|-----------------------------------|--------------------------------|---|---|---|-----------|

⁴ The increase in Part Time Salaries is related to the impact of the increase in the minimum wage effective January 1, 2019 and the massage therapist being a part-time employee versus a contractor. The expense for contract massage therapist services has been reflected in Professional Fees in the past.

⁵ A majority of the decrease in Professional Fees is related to the vacancy in massage therapy contractors since the beginning of the year and the reclassification of the position to part-time staffing for the remainder of the year.

⁶ The decrease in M & R Buildings is related to less roof maintenance, boiler service & repair, and pump & electric motor service & repair than anticipated in the original budget.

⁷ The decrease in Capital Outlay is related to the eyebrow replacement project (\$27,040) being completed with the Glulam replacement project and charged to M & R Buildings above. The total project was completed under budget.

⁸ A transfer from LPCC to the construction fund for the renovation of the Longview Community Center was approved by the Park Board on August 15, 2018.

⁹ The FY20 Request reflects an increase in Facility Rentals due to the American Stroke Foundation renting the cycle room every Tuesday and Thursday.

¹⁰ The FY20 Request reflects an increase in Full Time Salaries due to implementation of compensation study.

¹¹ The FY20 Request reflects the impact of the increase in minimum wage effective January 1, 2020. Also, hours are included in part-time salaries for massage therapy services which were previously provided by contract services (Professional Fees) below.

¹² The FY20 Request reflects a decrease in Health/Dental Insurance due to a change in the blended rate used for budgeting. Also, beginning January 2020, the employee will begin contributing more towards this benefit.

¹³ In addition to the usual maintenance and repair items, the FY20 Request includes \$13,500 for wall and floor repairs for the Racquetball court.

¹⁴ The FY19 Budget had ADA ramps, cardio equipment, and eyebrow replacement. The FY20 Request has an expansion including locker replacement (\$95,500), exterior wood staining (\$36,605), and cardio equipment replacement (\$32,000).

EXPANSION REQUEST

| | | |
|------------------------------|-----------|-----------------------|
| Cardio Equipment Replacement | \$ | 32,000 |
| Exterior Wood Staining | \$ | 36,605 |
| Locker Replacement | \$ | 95,500 |
| Total Expansion | \$ | <u>164,105</u> |

ITEMIZED BUDGET EXPENSE WORKSHEET
 LONGVIEW COMMUNITY CENTER
 SUMMARY OF PROGRAMS
 FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|------------------------------------|---|-------------------------------|-----------------------------------|--------------------------------|---|---|---|-------------|
| REVENUES | | | | | | | | |
| ACTIVITY FEES | | | | | | | | |
| 4414 | 0 | Activity Fees | \$ - | \$ 76,269 | \$ 66,771 ¹ | \$ 128,716 | \$ 128,716 ⁶ | |
| 4421 | 0 | Gate Receipts | - | 113,472 | 89,482 ¹ | 124,024 | 124,024 | |
| 4422 | 0 | Memberships | - | 498,112 | 496,653 | 1,092,053 | 1,092,053 | |
| Total Activity Fees | | | \$ - | \$ 687,853 | \$ 652,906 | \$ 1,344,793 | \$ 1,344,793 | \$ - |
| OTHER USER CHARGES | | | | | | | | |
| 4504 | 0 | Pro Shop | \$ - | \$ 344 | \$ 344 | \$ 359 | \$ 359 | |
| 4505 | 0 | Concessions | - | 1,576 | 1,281 | 2,400 | 2,400 | |
| Total User Charges | | | \$ - | \$ 1,920 | \$ 1,625 | \$ 2,759 | \$ 2,759 | \$ - |
| RENTALS | | | | | | | | |
| 4442 | 0 | Facility Rentals | \$ - | \$ 129,190 | \$ 97,620 ¹ | \$ 129,430 | \$ 129,430 ⁶ | |
| Total Rentals | | | \$ - | \$ 129,190 | \$ 97,620 | \$ 129,430 | \$ 129,430 | \$ - |
| MISCELLANEOUS | | | | | | | | |
| 4716 | 0 | Refunds & Reimbursements | \$ - | \$ - | \$ - | \$ 833 | \$ 833 | |
| 4718 | 0 | Cash Over/Short | - | 24 | 24 | 24 | 24 | |
| 4446 | 0 | Other Revenue | - | 1,032 | 1,032 | 1,032 | 1,032 | |
| Total Miscellaneous | | | \$ - | \$ 1,056 | \$ 1,056 | \$ 1,889 | \$ 1,889 | \$ - |
| CONTRIBUTIONS | | | | | | | | |
| 4710 | 0 | Contributions - Programs | \$ - | \$ 4,000 | \$ - ² | \$ - | \$ - | |
| Total Contributions | | | \$ - | \$ 4,000 | \$ - | \$ - | \$ - | \$ - |
| TOTAL REVENUES | | | \$ - | \$ 824,019 | \$ 753,207 | \$ 1,478,871 | \$ 1,478,871 | \$ - |
| EXPENDITURES | | | | | | | | |
| PERSONNEL SERVICES | | | | | | | | |
| 7000 | 0 | Salaries - Regular | \$ - | \$ 169,092 | \$ 149,136 ³ | \$ 256,539 | \$ 256,539 ⁷ | |
| 7001 | 0 | Salaries - Part Time | - | 322,698 | 277,412 ³ | 516,400 | 516,400 ⁸ | |
| 7002 | 0 | Overtime | - | 80 | 80 | - | - | |
| 7005 | 0 | Holiday Worked | - | - | - | - | - | |
| 7008 | 0 | Short Term Disability | - | - | 144 | 287 | 287 | |
| 7009 | 0 | FICA - Employer | - | 11,520 | 9,246 ³ | 15,905 | 15,905 ⁷ | |
| 7010 | 0 | FICA - PT | - | 19,882 | 17,200 ³ | 32,017 | 32,017 ⁸ | |
| 7011 | 0 | Medicare Deduction | - | 7,103 | 6,185 | 11,208 | 11,208 ^{7,8} | |
| 7013 | 0 | Car Allowance | - | - | - | - | - | |
| 7014 | 0 | Communication Allowance | - | 1,260 | 1,260 | 1,680 | 1,680 | |
| 7015 | 0 | Health/Dental Insurance | - | 61,192 | 59,586 ³ | 67,756 | 67,756 | |
| 7018 | 0 | Life Insurance | - | 508 | 447 | 770 | 770 | |
| 7019 | 0 | Workers Compensation | - | - | - | 28,000 | 28,000 ⁹ | |
| 7020 | 0 | Long Term Disability | - | 1,691 | 1,518 | 1,334 | 1,334 | |
| 7021 | 0 | Unemployment Insurance | - | 340 | 1,414 | 345 | 345 | |
| 7023 | 0 | LAGERS - Retirement | - | 16,909 | 15,509 ³ | 24,628 | 24,628 | |
| Total Personnel Services | | | \$ - | \$ 612,275 | \$ 539,137 | \$ 956,869 | \$ 956,869 | \$ - |
| SUPPLIES AND OTHER SERVICES | | | | | | | | |
| 7200 | 0 | Advertising Exp | \$ - | \$ 3,000 | \$ 3,000 | \$ 1,700 | \$ 1,700 | |
| 7201 | 0 | Organizational Dues | - | - | - | - | - | |
| 7202 | 0 | Subscription to Periodicals | - | 125 | 125 | 125 | 125 | |
| 7203 | 0 | Insurance Expense | - | 13,762 | 13,762 | 6,844 | 6,844 ¹⁰ | |
| 7205 | 0 | Postage Expense | - | 200 | 200 | 240 | 240 | |
| 7206 | 0 | Printing Expense | - | 3,158 | 3,158 | 2,658 | 2,658 | |
| 7207 | 0 | Professional Fees | - | 27,676 | 29,261 | 39,616 | 39,616 ¹¹ | |
| 7213 | 0 | Rentals & Leases | - | 4,053 | 9,833 ⁴ | 15,361 | 15,361 ¹² | |
| 7214 | 0 | Uniform Rental | - | 273 | 196 | 237 | 237 | |
| 7217 | 0 | Employee Training | - | 4,100 | 4,100 | 3,670 | 3,670 | |
| 7218 | 0 | Travel & Meeting Expense | - | - | - | - | - | |
| 7221 | 0 | Sanitation Services | - | 2,158 | 1,510 | 2,507 | 2,507 | |
| 7223 | 0 | Furniture, Fixtures and Equip | - | 775 | 775 | 1,345 | 1,345 | |
| 7225 | 0 | Miscellaneous Equipment | - | 375 | 375 | 700 | 700 | |
| 7249 | 0 | Consumable Tools | - | 1,550 | 1,550 | 1,150 | 1,150 | |
| 7258 | 0 | Telephone | - | 538 | 398 | 650 | 650 | |

ITEMIZED BUDGET EXPENSE WORKSHEET
LONGVIEW COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|-----|------------------------------|-----------------------------------|--------------------------------|---|---|---|------------------------|
| 7259 | 0 | Mobile Telephone | - | 153 | 153 | 204 | 204 | |
| 7268 | 0 | Uniforms | - | 7,892 | 7,892 | 5,100 | 5,100 | |
| 7270 | 0 | Office Supplies | - | 2,000 | 2,000 | 3,750 | 3,750 | |
| 7271 | 0 | Chemicals | - | 11,489 | 11,489 | 11,831 | 11,831 | |
| 7273 | 0 | Janitorial Supplies | - | 16,596 | 15,230 | 10,094 | 10,094 | |
| 7274 | 0 | Concession Supplies | - | 2,017 | 1,758 | 3,083 | 3,083 | |
| 7276 | 0 | Recreational Supplies | - | 5,609 | 5,609 | 13,821 | 13,821 | |
| 7277 | 0 | Pro Shop Supplies | - | 216 | 216 | 413 | 413 | |
| 7285 | 0 | Bankcard Fees | - | 11,238 | 11,238 | 11,238 | 11,238 | |
| 7704 | 0 | Miscellaneous Expense | - | 1,795 | 1,670 | 1,670 | 1,670 | |
| 7705 | 0 | Discount Expense | - | - | - | - | - | |
| Total Supplies and Other Services | | | \$ - | \$ 120,748 | \$ 125,498 | \$ 138,007 | \$ 138,007 | \$ - |
| MAINTENANCE & REPAIRS | | | | | | | | |
| 7300 | 0 | M & R Buildings | \$ - | \$ 32,670 | \$ 30,270 | \$ 40,070 | \$ 40,070 | ¹³ |
| 7301 | 0 | M & R Grounds | - | 2,100 | 2,100 | 4,600 | 4,600 | |
| 7302 | 0 | M & R Other | - | - | - | - | - | |
| 7303 | 0 | Maint & Repair-Office Eq | - | - | - | - | - | |
| 7306 | 0 | M & R Other Equipment | - | 3,200 | 3,200 | 2,450 | 2,450 | |
| Total Maintenance & Repairs | | | \$ - | \$ 37,970 | \$ 35,570 | \$ 47,120 | \$ 47,120 | \$ - |
| UTILITIES | | | | | | | | |
| 7401 | 0 | Natural Gas | \$ - | \$ 35,596 | \$ 35,596 | \$ 40,626 | \$ 40,626 | |
| 7403 | 0 | Electricity | - | 92,250 | 92,250 | 96,909 | 96,909 | |
| 7407 | 0 | Water/Sewer | - | 21,869 | 21,869 | 32,400 | 32,400 | |
| Total Utilities | | | \$ - | \$ 149,715 | \$ 149,715 | \$ 169,935 | \$ 169,935 | \$ - |
| CAPITAL OUTLAY | | | | | | | | |
| 8000 | 0 | Capital Outlay | \$ - | \$ - | \$ - | \$ - | \$ 9,150 | ¹⁴ \$ 9,150 |
| Total Capital Outlay | | | \$ - | \$ - | \$ - | \$ - | \$ 9,150 | \$ 9,150 |
| INTERDEPARTMENT CHARGE | | | | | | | | |
| 9000 | 0 | ITS Overhead | \$ - | \$ 46,968 | \$ - | \$ 42,000 | \$ 42,000 | |
| 9004 | 0 | MERP | - | 3,804 | - | 4,029 | 4,029 | |
| 9007 | 0 | SLERP | - | - | - | 431 | 431 | |
| Total Interdepartment Charge | | | \$ - | \$ 50,772 | \$ - | \$ 46,460 | \$ 46,460 | \$ - |
| TRANSFER TO OTHER FUNDS | | | | | | | | |
| 9101 | 327 | Transfer to Park Development | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Total Interdepartment Charge | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | | | \$ - | \$ 971,480 | \$ 849,920 | \$ 1,358,391 | \$ 1,367,541 | \$ 9,150 |
| NET | | | \$ - | \$ (147,461) | \$ (96,713) | \$ 120,481 | \$ 111,330 | (\$9,150) |
| Percent Recovery | | | 0% | 85% | 89% | 109% | 108% | |

Footnotes:

- ¹ The decrease in revenue from Activity Fees, Gate Receipts, and Facility Rentals is related to the facility opening mid-December versus November as anticipated in the original budget.
- ² The decrease in Contributions - Programs revenue is related to not anticipating banner sponsorship revenue as included in the original budget.
- ³ The decrease in Personnel Costs related to Full Time and Part Time staff is related to the removal of October and November salaries.
- ⁴ The increase in Rentals & Leases Expense is related to cost of leased fiber for the facility operations.
- ⁵ ITS Overhead and MERP funding is established at the beginning of the budgeting process. Since the LVCC location was opened mid-year, the ITS Overhead and MERP charge will begin FY2020.
- ⁶ The increase in revenue from Activity Fees, Gate Receipts, Memberships and Facility Rentals is related to the facility being open for a full year. The goal is to have 4,000 members by December 31, 2019 and a total of 4,899 members by the end of FY20.
- ⁷ The FY20 Request reflects an increase in Full Time Salaries due to implementation of the compensation study and a full year of operation.
- ⁸ The FY20 Request reflects the impact of the increase in minimum wage effective January 1, 2020 and a full year of operation. Also, hours are included in part-time salaries for massage therapy services which were previously provided by contract services (Professional Fees) below.
- ⁹ The FY20 Request reflects an amount for Workers Compensation due to LVCC not included in the calculation until FY20.
- ¹⁰ The FY20 Request reflects a decrease in Insurance Expense due to an adjustment after getting updated numbers from COLS. The \$13,762 for the FY19 Budget was an estimate using LPCC; the FY20 is based on actual coverage.

**ITEMIZED BUDGET EXPENSE WORKSHEET
LONGVIEW COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY20**

| | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|-----------------------------------|--------------------------------|---|---|---|-----------|
|--|-----------------------------------|--------------------------------|---|---|---|-----------|

¹¹ The FY20 Request reflects an increase in Professional Fees due to a full year of operation.

¹² The FY20 Request reflects an increase in Rental and Leases due to a full year of operation. A significant amount is the lease fiber through AT&T.

¹³ The FY20 Request reflects an increase in M & R Buildings due to a full year of operation.

¹⁴ The FY20 Request has an expansion for motorized lobby shades (\$9,150).

EXPANSION REQUEST

| | | |
|------------------------|-----------|---------------------|
| Motorized Lobby Shades | \$ | 9,150 |
| Total Expansion | \$ | <u>9,150</u> |

**ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY20**

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|---|-----|---|-----------------------------------|--------------------------------|---|---|---|-------------|
| REVENUES | | | | | | | | |
| ACTIVITY FEES | | | | | | | | |
| 4414 | 0 | AF - Camp Summit | \$ 643,084 | \$ 697,700 | \$ 638,696 ¹ | \$ 686,600 | \$ 686,600 ¹⁴ | |
| 4415 | 0 | AF - Instructional Youth | 28,513 | 53,300 | 47,823 | 45,215 | 45,215 ¹⁵ | |
| 4416 | 0 | AF - Instructional Adult | 79,127 | 126,691 | 121,679 | 114,060 | 114,060 ¹⁶ | |
| 4419 | 0 | AF - Rec Ctr | (400) | - | - | - | - | |
| 4420 | 0 | AF - Athletics | 146,080 | 171,041 | 159,908 ² | 157,845 | 157,845 ¹⁷ | |
| 4421 | 0 | Gate Receipts | 24,332 | 80,470 | 51,683 ³ | 94,985 | 94,985 ¹⁸ | |
| 4422 | 0 | Membership Fees | 9,322 | 9,420 | 9,455 | 9,984 | 9,984 ¹⁹ | |
| 4462 | 0 | AF - Farm Park | 15,828 | 22,330 | 9,273 ⁴ | - | - | |
| Total Activity Fees | | | \$ 945,886 | \$ 1,160,952 | \$ 1,038,517 | \$ 1,108,689 | \$ 1,108,689 | \$ - |
| OTHER USER CHARGES | | | | | | | | |
| 4505 | 0 | Concessions | \$ 14,304 | \$ 30,065 | \$ 17,055 ⁵ | \$ 17,600 | \$ 17,600 ²⁰ | |
| 4506 | 0 | Concessions - Instructional Adult | - | - | - | - | - | |
| 4507 | 0 | Concessions-Instructional | - | - | - | - | - | |
| Total User Charges | | | \$ 14,304 | \$ 30,065 | \$ 17,055 | \$ 17,600 | \$ 17,600 | \$ - |
| RENTALS | | | | | | | | |
| 4442 | 0 | Facility Rentals | \$ 124,498 | \$ 143,436 | \$ 129,731 ⁶ | \$ 139,124 | \$ 139,124 | |
| 4459 | 0 | Facility Rentals - Instructional Adult | 16,100 | 19,750 | 19,166 | 25,000 | 25,000 | |
| Total Rentals | | | \$ 140,598 | \$ 163,186 | \$ 148,897 | \$ 164,124 | \$ 164,124 | \$ - |
| INTEREST ON INVESTMENTS | | | | | | | | |
| 4600 | 0 | Interest on Investments | \$ 3,041 | \$ 500 | \$ 500 | \$ - | \$ - | |
| 4601 | 0 | Mark to Market Adjustment | (2,337) | - | - | - | - | |
| Total Interest on Investments | | | \$ 704 | \$ 500 | \$ 500 | \$ - | \$ - | \$ - |
| MISCELLANEOUS | | | | | | | | |
| 4716 | 0 | Refunds & Reimbursements | \$ 200 | \$ 2,000 | \$ 3,743 | \$ 1,666 | \$ 1,666 | |
| 4718 | 0 | Cash Over/Short | - | - | - | - | - | |
| 4708 | 0 | Misc Revenue - Instructional | 1,173 | 1,615 | 1,479 | 1,547 | 1,547 | |
| 4446 | 0 | Other Revenue | 8,935 | 950 | 695 | 950 | 950 | |
| 4705 | 0 | Misc Rev - Camp | 16,525 | 16,400 | 16,900 | 17,800 | 17,800 | |
| 4707 | 0 | Misc Rev - Rec Ctr | 2,407 | - | - | - | - | |
| 4720 | 0 | Mis Rev - Farm Park | 1,088 | 275 | 752 | - | - | |
| 4703 | 0 | Misc Rev - Athletics | 5,089 | 6,020 | 1,919 | 1,659 | 1,659 | |
| Total Miscellaneous | | | \$ 35,417 | \$ 27,260 | \$ 25,488 | \$ 23,622 | \$ 23,622 | \$ - |
| CONTRIBUTIONS | | | | | | | | |
| 4710 | 0 | Contributions - Programs | \$ 22,050 | \$ 25,000 | \$ 24,725 | \$ 24,725 | \$ 24,725 | |
| 4711 | 0 | Contributions - Sponsors/Donations | 161,943 | 183,000 | 187,752 | 183,750 | 183,750 | |
| Total Contributions | | | \$ 183,993 | \$ 208,000 | \$ 212,477 | \$ 208,475 | \$ 208,475 | \$ - |
| TRANSFERS FROM OTHER FUNDS | | | | | | | | |
| 5101 | 315 | Transfer from Water Utilities-Sewer Tap | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5101 | 100 | Transfer from General Fund | - | - | - | - | - | |
| Total Transfers from Other Funds | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL REVENUES | | | \$ 1,320,902 | \$ 1,589,963 | \$ 1,442,934 | \$ 1,522,510 | \$ 1,522,510 | \$ - |
| EXPENDITURES | | | | | | | | |
| PERSONNEL SERVICES | | | | | | | | |
| 7000 | 0 | Salaries - Regular | \$ 191,701 | \$ 203,960 | \$ 211,503 ⁷ | \$ 231,765 | \$ 231,765 ²¹ | |
| 7001 | 0 | Salaries - Part Time | 310,140 | 346,371 | 354,720 ⁸ | 387,712 | 387,712 ²² | |
| 7002 | 0 | Overtime | 1,308 | - | - | - | - | |
| 7008 | 0 | Short Term Disability | 236 | 247 | 239 | 245 | 245 | |
| 7009 | 0 | FICA - Employer | 30,368 | 12,646 | 13,391 | 14,369 | 14,369 | |
| 7010 | 0 | FICA - PT | - | 21,475 | 21,970 | 23,502 | 23,502 | |
| 7011 | 0 | Medicare Deduction | 7,102 | 7,980 | 8,292 | 8,982 | 8,982 | |
| 7013 | 0 | Car Allowance | - | - | 550 | - | - | |
| 7014 | 0 | Communication Allowance | 19 | - | 360 | - | - | |
| 7015 | 0 | Health/Dental Insurance | 56,034 | 66,728 | 62,693 | 57,740 | 57,740 ²³ | |
| 7018 | 0 | Life Insurance | 427 | 612 | 613 | 695 | 695 | |
| 7019 | 0 | Workers' Compensation | 16,170 | 16,170 | 14,939 | 15,500 | 15,500 | |
| 7020 | 0 | Long Term Disability | 609 | 1,061 | 1,060 | 1,205 | 1,205 | |
| 7021 | 0 | Unemployment Insurance | 9,025 | 2,517 | 2,450 | 294 | 294 | |
| 7023 | 0 | LAGERS - Retirement | 18,465 | 21,212 | 23,094 | 22,249 | 22,249 | |
| Total Personnel Services | | | \$ 641,604 | \$ 700,979 | \$ 715,874 | \$ 764,258 | \$ 764,258 | \$ - |

ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|-----|---|-----------------------------------|--------------------------------|---|---|---|--------------------|
| SUPPLIES AND OTHER SERVICES | | | | | | | | |
| 7200 | 0 | Advertising Expense | \$ 14,049 | \$ 15,085 | \$ 15,310 | \$ 10,070 | \$ 10,070 | |
| 7201 | 0 | Organizational Dues | 1,053 | 2,500 | 2,269 | 2,747 | 2,747 | |
| 7203 | 0 | Insurance Expense | 8,232 | 36,531 | 12,470 ⁹ | 11,436 | 11,436 | |
| 7205 | 0 | Postage Expense | 4 | - | - | - | - | |
| 7206 | 0 | Printing Expense | 13,222 | 15,977 | 16,640 | 15,424 | 15,424 | |
| 7207 | 0 | Professional Fees | 238,166 | 234,420 | 217,646 ¹⁰ | 247,369 | 247,369 ²⁴ | |
| 7213 | 0 | Rentals & Leases | 18,334 | 13,893 | 13,662 | 17,250 | 17,250 | |
| 7216 | 0 | Trips & Tours | 90,288 | 128,470 | 111,354 ¹¹ | 128,360 | 128,360 | |
| 7217 | 0 | Employee Training | - | 600 | 600 | 600 | 600 | |
| 7218 | 0 | Travel & Meeting | - | - | - | - | - | |
| 7221 | 0 | Sanitation Services | 2,382 | 3,000 | 3,220 | 3,000 | 3,000 | |
| 7223 | 0 | Furniture, Fixtures and Equip | 450 | 500 | 500 | 500 | 500 | |
| 7225 | 0 | Miscellaneous Equipment | 1,421 | 3,030 | 2,784 | 700 | 700 | |
| 7249 | 0 | Consumable Tools | - | 670 | 887 | 720 | 720 | |
| 7258 | 0 | Telephone | 2,399 | 1,850 | 1,844 | 2,220 | 2,220 | |
| 7259 | 0 | Mobile Telephone | 278 | 936 | - | - | - | |
| 7268 | 0 | Uniforms | 21,983 | 29,339 | 32,425 | 28,164 | 28,164 | |
| 7270 | 0 | Office Supplies | 1,756 | 2,200 | 1,854 | 2,100 | 2,100 | |
| 7272 | 0 | Computer Supplies | 878 | 499 | 499 | - | - | |
| 7273 | 0 | Janitorial Supplies | 10,246 | 6,412 | 6,771 | 7,880 | 7,880 | |
| 7274 | 0 | Concession Supplies | 2,700 | 6,375 | 3,121 | 2,245 | 2,245 | |
| 7276 | 0 | Recreational Supplies | 54,996 | 52,060 | 45,505 | 44,222 | 44,222 | |
| 7285 | 0 | Bankcard Fees | 24,201 | 33,660 | 31,485 | 35,200 | 35,200 | |
| 7288 | 0 | P-Card unallocated | 85 | - | - | - | - | |
| 7704 | 0 | Miscellaneous Expense | 5,822 | 7,905 | 2,359 | 4,744 | 4,744 | |
| 7705 | 0 | Discount Expense | - | - | - | - | - | |
| Total Supplies and Other Services | | | \$ 512,945 | \$ 595,912 | \$ 523,205 | \$ 564,951 | \$ 564,951 | \$ - |
| MAINTENANCE & REPAIRS | | | | | | | | |
| 7300 | 0 | M & R Buildings | \$ 37,685 | \$ 19,150 | \$ 23,946 | \$ 19,630 | \$ 19,630 | |
| 7301 | 0 | M & R Grounds | 3,662 | 7,005 | 4,345 | 6,907 | 6,907 | |
| 7306 | 0 | M & R Other Equipment | 649 | 1,250 | 956 | 750 | 750 | |
| Total Maintenance & Repairs | | | \$ 41,996 | \$ 27,405 | \$ 29,247 | \$ 27,287 | \$ 27,287 | \$ - |
| UTILITIES | | | | | | | | |
| 7401 | 0 | Natural Gas | \$ 4,797 | \$ 4,020 | \$ 4,093 | \$ 4,800 | \$ 4,800 | |
| 7403 | 0 | Electricity | 55,908 | 52,959 | 51,081 | 53,299 | 53,299 | |
| 7407 | 0 | Water/Sewer | 21,856 | 13,584 | 22,806 ¹² | 13,920 | 13,920 | |
| Total Utilities | | | \$ 82,561 | \$ 70,563 | \$ 77,980 | \$ 72,019 | \$ 72,019 | \$ - |
| DEPRECIATION | | | | | | | | |
| 7600 | 0 | Depreciation | \$ 33,914 | \$ 45,396 | \$ 27,900 ¹³ | \$ 19,239 | \$ 19,239 ²⁵ | |
| Total Depreciation | | | \$ 33,914 | \$ 45,396 | \$ 27,900 | \$ 19,239 | \$ 19,239 | \$ - |
| CAPITAL OUTLAY | | | | | | | | |
| 8000 | 0 | Capital Outlay | \$ 6,120 | \$ - | \$ - | \$ - | \$ 18,700 ²⁶ | \$ 18,700 |
| Total Capital Outlay | | | \$ 6,120 | \$ - | \$ - | \$ - | \$ 18,700 | \$ 18,700 |
| CONSTRUCTION | | | | | | | | |
| 8505 | 0 | Construction Contracts | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 8599 | 0 | System Projects (Capitalization for Depr) | (6,120) | - | - | - | - | |
| Total Construction | | | \$ (6,120) | \$ - | \$ - | \$ - | \$ - | \$ - |
| INTERDEPARTMENT CHARGE | | | | | | | | |
| 9000 | 0 | ITS Overhead | \$ 20,828 | \$ 16,775 | \$ 16,775 | \$ 18,000 | \$ 18,000 | |
| 9004 | 0 | MERP | 3,312 | 2,540 | 2,544 | 3,296 | 3,296 | |
| 9007 | | SLERP Payment | 278 | - | - | 431 | 431 | |
| Total Interdepartment Charge | | | \$ 24,418 | \$ 19,315 | \$ 19,319 | \$ 21,727 | \$ 21,727 | \$ - |
| TRANSFER TO OTHER FUNDS | | | | | | | | |
| 9101 | 202 | Transfer to Comm Center | \$ 3,519 | \$ 3,519 | \$ 3,519 | \$ 3,519 | \$ 3,519 | |
| Total Interdepartment Charge | | | \$ 3,519 | \$ 3,519 | \$ 3,519 | \$ 3,519 | \$ 3,519 | \$ - |
| TOTAL EXPENDITURES | | | \$ 1,340,957 | \$ 1,463,089 | \$ 1,397,044 | \$ 1,473,000 | \$ 1,491,700 | \$ 18,700 |
| NET | | | \$ (20,055) | \$ 126,874 | \$ 45,890 | \$ 49,510 | \$ 30,810 | \$ (18,700) |
| Percent Recovery | | | 98.50% | 108.67% | 103.28% | 103.36% | 102.07% | |

**ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY20**

| | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|-----------------------------------|--------------------------------|---|---|---|-----------|
|--|-----------------------------------|--------------------------------|---|---|---|-----------|

CAMP SUMMIT

¹ A decrease is anticipated for Camp Summit due to less campers per week and one less week in 2019 summer due to the number of LSR-7 snow days.

¹¹ The decrease in Trips & Tours is related to less campers attending Camp Summit than budgeted.

¹⁴ The FY20 Request reflects less campers on average per week compared to the FY19 budget.

INSTRUCTIONAL-YOUTH

¹⁵ The FY20 Request reflects a decrease in Activity Fees due to a reduction in enrollment numbers and the removal of the Got Art class, Digital SLR class, and Skateboarding class.

INSTRUCTIONAL-ADULT

¹² The increase in Water/Sewer is related to a broken sprinkler line that was discovered on August 23rd next to field #1.

¹⁶ The FY20 Request reflects a decrease in Activity Fees due to a reduction in health based classes and outdoor sports for kids.

ATHLETICS

² Activity Fees from multiple Athletic programs are anticipated to be lower than the original budget.

¹⁷ The FY20 Request reflects a decrease in Activity Fees due to the removal of Trapshooting, Birding, Itty Bitty Recess, Outdoor Volleyball, and Jr. Triathlon. Golf and girls' basketball were both reduced.

AMPHITHEATER

³ Gate Receipts revenue from Amphitheater events is anticipated lower than the original FY19 budget.

⁵ The decrease in Concessions is related to less attendance than anticipated at the Amphitheater.

¹⁰ The decrease in Professional Fees is related to a reduction of national acts at the Amphitheater compared to the original budget.

¹⁸ The FY20 Request reflects an increase in Gate Receipts due to three ticketed acts planned for the Amphitheater.

²⁰ The FY20 Request reflects a decrease in Concessions due to less events planned in FY20 compared to FY19.

²⁴ The FY20 Request reflects an increase in Professional Fees due to an increase in national acts.

RECREATION (HPCC)

⁶ The decrease in Facility Rentals is related to less rentals at the Harris Park Community Center.

¹³ The Depreciation Expense for assets in service for FY19 is lower than the estimate used in the original budget.

²⁵ Depreciation for FY20 has been determined by a report from the Finance department for assets in service.

²⁶ The FY20 Request has an expansion for exterior wood staining (\$18,700).

BAILEY FARM

⁴ Revenue from activities at Bailey Park is related to multiple days rained out and lower overall attendance than anticipated in the FY19 budget.

¹⁹ The FY20 Request reflects a decrease in Activity Fees due to not planning on opening Bailey Farm Park this year.

OTHER

⁷ The increase in Full Time Salaries is related to the implementation of the compensation study in January 2019.

⁸ The increase in Part Time Salaries is related to the impact of the increase in the minimum wage effective January 1, 2019.

⁹ The upload of Insurance Expense was higher than the allocation to Parks on the Internal Services summary sheet. They FY19 Projection reflects the correct amount.

²¹ The FY20 Request reflects an increase in Full Time Salaries due to the implementation of the compensation study.

²² The FY20 Request reflects an increase in Part Time Salaries due to the increase in the minimum wage effective January 1, 2020.

²³ A blended rate is used for anticipated Health/Dental Insurance expense. The decrease is related to a lower blended rate used in FY20 compared to FY19. Beginning January 2020, employees will contribute a higher amount towards this benefit.

EXPANSION REQUEST

| | |
|--------------------------------|------------------|
| Exterior Wood Staining | \$ 18,700 |
| Total Expansion Request | \$ 18,700 |

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--------------------------------------|---|-----------------------------|-----------------------------------|--------------------------------|---|---|---|-------------|
| REVENUES | | | | | | | | |
| TAXES | | | | | | | | |
| 4000 | 0 | Property Tax - Jackson | \$ 2,943,160 | \$ 2,948,000 | \$ 3,009,464 | \$ 3,066,644 | \$ 3,066,644 | |
| 4001 | 0 | Property Tax - Cass | 85,850 | 87,000 | 87,094 | 88,749 | 88,749 | |
| 4003 | 0 | RR Tax - Jackson | 67,597 | 59,000 | 63,287 | 64,489 | 64,489 | |
| 4004 | 0 | RR Tax - Cass | 1,751 | 1,700 | 1,601 | 1,631 | 1,631 | |
| 4005 | 0 | Replacement Tax | 317,759 | 280,000 | 285,000 | 285,000 | 285,000 | |
| 4006 | 0 | Payment in Lieu of Taxes | 410 | - | - | - | - | |
| 4008 | 0 | Intangible Tax | 5,984 | 2,500 | 3,950 | 3,950 | 3,950 | |
| Total Taxes | | | \$ 3,422,511 | \$ 3,378,200 | \$ 3,450,396 | \$ 3,510,463 | \$ 3,510,463 | \$ - |
| FINES & FORFEITURES | | | | | | | | |
| 4104 | 0 | Penalty Int on Taxes | \$ 20,211 | \$ 17,000 | \$ 17,000 | \$ 17,000 | \$ 17,000 | |
| 4105 | 0 | Penalty Int - Other | 50 | - | - | - | - | |
| Total Fines & Forfeitures | | | \$ 20,261 | \$ 17,000 | \$ 17,000 | \$ 17,000 | \$ 17,000 | \$ - |
| CONTRIBUTIONS | | | | | | | | |
| 4709 | 0 | Contributions - Parks | \$ 115,961 | \$ 78,700 | \$ 78,700 | \$ 78,700 | \$ 78,700 | |
| 4712 | 0 | Contributions - Advertising | 1,232 | 4,500 | 2,000 | 2,277 | 2,277 | |
| Total Contributions | | | \$ 117,193 | \$ 83,200 | \$ 80,700 | \$ 80,977 | \$ 80,977 | \$ - |
| INTEREST ON INVESTMENTS | | | | | | | | |
| 4600 | 0 | Interest on Investments | \$ 37,044 | \$ 6,000 | \$ 6,000 | \$ 6,000 | \$ 6,000 | |
| 4601 | 0 | Mark to Market Adjustment | (26,715) | (1,000) | (1,000) | (1,000) | (1,000) | |
| Total Interest on Investments | | | \$ 10,329 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ - |
| SERVICES | | | | | | | | |
| 4444 | 0 | Other Services | \$ 2,500 | \$ - | \$ - | \$ - | \$ - | |
| 4446 | 0 | Other Revenue | 3,593 | 3,500 | 3,500 | 3,500 | 3,500 | |
| 4447 | 0 | Other Revenue - Taxable | 2,733 | - | 1,000 | - | - | |
| Total Services | | | \$ 8,826 | \$ 3,500 | \$ 4,500 | \$ 3,500 | \$ 3,500 | \$ - |
| MISCELLANEOUS | | | | | | | | |
| 4716 | 0 | Refund & Reimbursements | \$ 30,914 | \$ - | \$ 6,500 | \$ - | \$ - | |
| 4717 | 0 | Discounts | 1,605 | - | - | - | - | |
| 4718 | 0 | Cash Over(Short) | (64) | - | - | - | - | |
| 4704 | 0 | Misc Revenue-Parks | 41,885 | 43,659 | 44,519 | 47,024 | 47,024 | |
| Total Miscellaneous | | | \$ 74,340 | \$ 43,659 | \$ 51,019 | \$ 47,024 | \$ 47,024 | \$ - |
| TRANSFERS | | | | | | | | |
| 5101 | 0 | Transfer from Gen Fund | \$ 51,739 | \$ 60,539 | \$ 60,539 | \$ 60,702 | \$ 60,702 | |
| 5101 | 0 | Transfer from Aquatics | 5,985 | 5,985 | 5,985 | 5,985 | 5,985 | |
| 5101 | 0 | Transfer from Cemetery | 20,508 | 18,578 | 18,578 | 18,682 | 18,682 | |
| Total Transfers | | | \$ 78,232 | \$ 85,102 | \$ 85,102 | \$ 85,369 | \$ 85,369 | \$ - |
| TOTAL REVENUES | | | \$ 3,731,692 | \$ 3,615,661 | \$ 3,693,717 | \$ 3,749,333 | \$ 3,749,333 | |
| EXPENDITURES | | | | | | | | |
| PERSONNEL SERVICES | | | | | | | | |
| 7000 | 0 | Salaries - Regular | \$ 1,140,145 | \$ 1,211,933 | \$ 1,185,028 | \$ 1,286,437 | \$ 1,286,437 | |
| 7001 | 0 | Salaries - Part Time | 39,275 | 69,152 | 38,500 | 70,216 | 70,216 | |
| 7002 | 0 | Overtime | 7,559 | 7,500 | 9,000 | 8,750 | 8,750 | |
| 7005 | 0 | Holiday Worked | 701 | - | 81 | - | - | |
| 7007 | 0 | Duty Pay | - | - | - | - | - | |
| 7008 | 0 | Short Term Disability | 1,105 | 1,128 | 1,080 | 1,133 | 1,133 | |
| 7009 | 0 | FICA - Employer | 68,193 | 75,140 | 73,730 | 79,759 | 79,759 | |
| 7010 | 0 | FICA-PT | - | 4,287 | 4,287 | 4,353 | 4,353 | |
| 7011 | 0 | Medicare Deduction | 15,948 | 18,576 | 18,247 | 19,671 | 19,671 | |
| 7013 | 0 | Car Allowance | 3,911 | 3,900 | 3,900 | 3,900 | 3,900 | |
| 7014 | 0 | Communication Allowance | 4,134 | 2,845 | 2,845 | 2,720 | 2,720 | |
| 7015 | 0 | Health/Dental Insurance | 321,719 | 304,659 | 275,997 | 267,487 | 267,487 | |
| 7016 | 0 | Health Insurance Rebate | - | - | - | - | - | |
| 7018 | 0 | Life Insurance | 2,510 | 3,636 | 3,555 | 3,859 | 3,859 | |
| 7019 | 0 | Workers Compensation | 62,109 | 61,075 | 51,648 | 55,680 | 55,680 | |
| 7020 | 0 | Long Term Disability | 3,414 | 6,302 | 4,925 | 6,689 | 6,689 | |
| 7021 | 0 | Unemployment Insurance | 1,680 | 1,716 | 1,658 | 1,362 | 1,362 | |
| 7022 | 0 | Work Comp Employer Suplmt | - | - | - | - | - | |
| 7023 | 0 | LAGERS - Retirement | 119,085 | 126,041 | 123,243 | 123,498 | 123,498 | |
| 7026 | 0 | College Tuition | 309 | - | 3,152 | 4,530 | 4,530 | |
| Total Personnel Services | | | \$ 1,791,797 | \$ 1,897,890 | \$ 1,800,876 | \$ 1,940,044 | \$ 1,940,044 | \$ - |
| SUPPLIES AND OTHER SERVICES | | | | | | | | |
| 7200 | 0 | Advertising Exp | \$ 2,776 | \$ 3,695 | \$ 3,250 | \$ 2,000 | \$ 2,000 | |
| 7201 | 0 | Organizational Dues | 6,897 | 7,302 | 6,882 | 6,537 | 6,537 | |
| 7202 | 0 | Subscription to Periodicals | 88 | 260 | 1,290 | 1,236 | 1,236 | |

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|---|-----------------------------------|-----------------------------------|--------------------------------|---|---|---|-------------------------|
| 7203 | 0 | Insurance Expense | 75,277 | 46,024 | 46,024 | 41,556 | 41,556 | |
| 7205 | 0 | Postage Expense | 29,045 | 25,834 | 24,473 | 26,901 | 26,901 | |
| 7206 | 0 | Printing Expense | 30,911 | 32,605 | 32,117 | 40,490 | 40,490 | ¹³ |
| 7207 | 0 | Professional Fees | 336,565 | 331,756 | 343,717 | 355,227 | 355,227 | ¹⁴ |
| 7212 | 0 | Other Professional Fees | - | - | - | - | - | |
| 7213 | 0 | Rentals & Leases | 31,577 | 41,111 | 39,324 | 43,183 | 43,183 | |
| 7214 | 0 | Uniform Rental | 682 | 532 | 686 | 532 | 532 | |
| 7217 | 0 | Employee Training Expense | - | - | - | - | - | |
| 7218 | 0 | Travel & Meeting | 50,076 | 50,404 | 51,852 | 50,220 | 50,220 | |
| 7221 | 0 | Sanitation Services | 10,038 | 12,040 | 13,620 | 12,040 | 12,040 | |
| 7223 | 0 | Furn. Fix & Office Equipment | - | 1,214 | 1,214 | - | - | |
| 7225 | 0 | Miscellaneous Equipment | - | - | - | - | - | |
| 7233 | 0 | Public Relations | 12,708 | 20,590 | 15,706 | 9,200 | 9,200 | |
| 7238 | 0 | Damages & Claims | - | - | - | - | - | |
| 7246 | 0 | Late Charge & Penalty | - | - | - | - | - | |
| 7249 | 0 | Consumable Tools | 6,206 | 8,665 | 8,665 | 8,665 | 8,665 | |
| 7250 | 0 | Computer Equip - Non depr | - | - | 4,160 | - | - | |
| 7253 | 0 | Collection Fees - Jackson County | 54,117 | 49,350 | 55,000 | 55,000 | 55,000 | |
| 7254 | 0 | Collection Fees - Cass County | 3,945 | 3,780 | - | - | - | |
| 7258 | 0 | Telephone | 5,625 | 6,550 | 6,550 | 6,000 | 6,000 | |
| 7259 | 0 | Mobile Telephone | 2,271 | 2,263 | 2,721 | 2,275 | 2,275 | |
| 7260 | 0 | Asphalt | 133,119 | 180,000 | 202,895 | 230,000 | 230,000 | ¹⁵ |
| 7262 | 0 | Rock & Gravel | 4,707 | 8,000 | 7,800 | 8,000 | 8,000 | |
| 7264 | 0 | Other Construction Materials | 443 | 19,600 | 17,000 | 15,600 | 15,600 | |
| 7269 | 0 | Special Apparel | 6,400 | 14,579 | 14,775 | 15,219 | 15,219 | |
| 7270 | 0 | Office Supplies | 6,961 | 8,000 | 7,500 | 7,500 | 7,500 | |
| 7271 | 0 | Chemicals | 16,874 | 26,380 | 26,380 | 26,280 | 26,280 | |
| 7272 | 0 | Computer Supplies | 517 | 1,850 | 3,000 | 1,250 | 1,250 | |
| 7273 | 0 | Janitorial Supplies | 10,195 | 10,475 | 10,475 | 10,512 | 10,512 | |
| 7276 | 0 | Recreational Supplies | 80 | - | - | - | - | |
| 7280 | 0 | Pavement Marking | - | - | - | - | - | |
| 7283 | 0 | Contract Service-Concrete | - | 2,400 | 2,400 | 2,400 | 2,400 | |
| 7285 | 0 | Bankcard Fees | 1,638 | 1,515 | 1,515 | 1,515 | 1,515 | |
| 7288 | 0 | P-Card unallocated | 616 | - | - | - | - | |
| 7704 | 0 | Miscellaneous Expense | 2,934 | - | 2,583 | - | - | |
| Total Supplies and Other Services | | | \$ 843,288 | \$ 916,774 | \$ 953,574 | \$ 979,338 | \$ 979,338 | \$ - |
| MAINTENANCE & REPAIRS | | | | | | | | |
| 7300 | 0 | M & R Buildings | \$ 71,559 | \$ 67,150 | \$ 67,150 | \$ 59,662 | \$ 59,662 | |
| 7301 | 0 | M & R Grounds | 225,197 | 221,687 | 211,687 | 226,287 | 226,287 | |
| 7303 | 0 | Maint & Repair-Office Eq | - | - | - | - | - | |
| 7304 | 0 | M & R Dp Equip | 15,122 | 15,067 | 15,067 | 12,596 | 12,596 | |
| 7305 | 0 | M & R Vehicle | 25,295 | 21,200 | 21,200 | 21,200 | 21,200 | |
| 7306 | 0 | M & R Other Equipment | 14,989 | 24,395 | 24,493 | 24,395 | 24,395 | |
| Total Maintenance & Repairs | | | 352,162 | 349,499 | 339,597 | \$ 344,140 | \$ 344,140 | \$ - |
| UTILITIES | | | | | | | | |
| 7401 | 0 | Natural Gas | \$ 2,399 | \$ 2,150 | \$ 2,150 | \$ 2,500 | \$ 2,500 | |
| 7403 | 0 | Electricity | 34,250 | 36,250 | 36,917 | 38,750 | 38,750 | |
| 7407 | 0 | Water/Sewer | 69,664 | 82,105 | 82,105 | 102,175 | 102,175 | ¹⁶ |
| Total Utilities | | | \$ 106,313 | \$ 120,505 | \$ 121,172 | \$ 143,425 | \$ 143,425 | \$ - |
| FUEL & LUBRICANTS | | | | | | | | |
| 7500 | 0 | Fuel and Lubricants | \$ 34,295 | \$ 33,777 | \$ 33,777 | \$ 33,777 | \$ 33,777 | |
| Total Fuel & Lubricants | | | \$ 34,295 | \$ 33,777 | \$ 33,777 | \$ 33,777 | \$ 33,777 | \$ - |
| CAPITAL OUTLAY | | | | | | | | |
| 8000 | 0 | Capital Outlay | \$ 99,596 | \$ 137,677 | \$ 137,677 | \$ - | \$ 72,430 | ¹⁷ \$ 72,430 |
| Total Capital Outlay | | | \$ 99,596 | \$ 137,677 | \$ 137,677 | \$ - | \$ 72,430 | \$ 72,430 |
| CONSTRUCTION | | | | | | | | |
| 8502 | 0 | Reimbursement-Intrfrd Serv | \$ (138,941) | \$ (152,855) | \$ (162,855) | ⁸ \$ (162,789) | \$ (162,789) | ¹⁸ |
| 8506 | 0 | Construction Materials | - | - | - | - | - | |
| Total Construction | | | \$ (138,941) | \$ (152,855) | \$ (162,855) | \$ (162,789) | \$ (162,789) | \$ - |
| TRANSFER TO OTHER FUNDS | | | | | | | | |
| 9101-620 | 0 | Transfer to ITS-Projects Fund | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 9101-327 | | Transfer to Park Development Fund | 510,000 | - | 650,000 | - | - | ⁹ |
| Total Transfers | | | \$ 510,000 | \$ - | \$ 650,000 | \$ - | \$ - | \$ - |
| INTERDEPARTMENT CHARGE | | | | | | | | |
| 9000 | 0 | ITS Overhead | \$ 61,547 | \$ 52,003 | \$ 52,003 | \$ 50,701 | \$ 50,701 | |
| 9001 | 0 | CVM Overhead | 34,800 | 53,879 | 53,879 | 60,476 | 60,476 | |
| 9003 | 0 | CBS Overhead | 23,715 | 11,766 | 11,766 | 10,482 | 10,482 | |

**ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY20**

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|-------------------------------------|---|---------------|-----------------------------------|--------------------------------|---|---|---|--------------------|
| 9004 | 0 | MERP Payment | 6,358 | 6,349 | 6,349 | 5,861 | 5,861 | |
| 9005 | 0 | VERP Payment | 47,033 | 58,617 | 58,617 | 63,659 | 63,659 | |
| 9006 | 0 | BERP Payment | 2,466 | 2,466 | 2,466 | 4,932 | 4,932 | |
| 9007 | 0 | SLERP Payment | 696 | 731 | 731 | 671 | 671 | |
| Total Interdepartment Charge | | | \$ 176,615 | \$ 185,811 | \$ 185,811 | \$ 196,782 | \$ 196,782 | \$ - |
| TOTAL EXPENDITURES | | | \$ 3,775,125 | \$ 3,489,078 | \$ 4,059,629 | \$ 3,474,717 | \$ 3,547,147 | \$ 72,430 |
| NET | | | \$ (43,433) | \$ 126,583 | \$ (365,912) | \$ 274,616 | \$ 202,186 | \$ (72,430) |

Footnotes:

ADMINISTRATION

¹ The revised Property Tax revenue projection is based on a preliminary calculation of assessed values and anticipated growth provided by the Finance department.

¹⁰ Expected Property Tax revenues for FY20 is based on a preliminary calculation of assessed values and anticipated growth provided by the Finance department.

¹³ A majority of Printing Expense is related to the production of the Illustrated, three times a year. The work was rebid during FY19 and low/best bid reflects an increase.

PARK OPERATIONS AND LEGACY PARK

² A majority Refund & Reimbursements for FY19 is related to the reimbursements from DTLSMS for Christmas Planters and from THCF for trail signage not anticipated in the original budget.

⁴ Part Time Salaries are projected lower than anticipated in the original budget due to vacancies in the Park Services and Legacy Park programs.

⁶ The increase in Professional Fees is related to a new location identified for the Public Works MOU and for mowing the disc golf fairway.

⁷ Asphalt projects at Legacy Park in FY18 were completed after July 1, 2018 due to weather.

⁸ Reimbursement - Intrfd Serv is projected higher for the additional maintenance location for Public Works.

¹⁴ The FY20 Request reflects an increase in Professional Fees due to contract mowing costs.

¹⁵ Asphalt surfaces are inspected and a priority is made. See the Asphalt schedule included in this packet for the locations identified for FY20.

¹⁶ Water costs are budgeted higher due to the increased usage related to the splashpads.

¹⁷ The FY19 Budget had expansions for outlets at three football fields at Legacy Park, adding year-round restroom heat/electricity to Miller J. Park and Lea McKeighan Park, and a Morton Storage Building. The FY20 Request has an expansion for a survey of the Legacy Park lake (\$6,600), four shade structures for the t-ball bleachers (\$27,000), trail expansion at Arborwalk Park (\$20,000), holiday light replacement at Howard Station Park (\$2,000), a Ventrac Boom Sickle Mower (\$16,080), and a kiosk for Park Operations (\$750).

¹⁸ The FY20 Request reflects an increase in Reimbursement - Intrfd Serv due to an increase in the scope of work at the additional location added last year to the Public Works MOU.

OTHER

³ Full Time Salaries and related benefits are lower than the original budget due to vacancies in the Administration and Park Operations divisions.

⁵ The upload of Workers Compensation expense was higher than the allocation to Parks on the Internal Services summary sheet. The FY19 Projection reflects the correct amount.

⁹ A transfer from the P&R fund to the construction fund for the renovation of the Longview Community Center was approved by the Park Board on August 15, 2018.

¹¹ The FY20 Request reflects an increase in Full Time Salaries due to the implementation of the compensation study.

¹² A blended rate is used for anticipated Health/Dental Insurance expense. The decrease is related to a lower blended rate used in FY20 compared to FY19. Beginning January 2020, employees will contribute a higher amount toward this benefit.

| EXPANSION REQUEST | | |
|---|-----------|---------------|
| Park Services | | |
| Arborwalk Park Trail Expansion | \$ | 20,000 |
| Kiosk for Park Operations | | 750 |
| Holiday Lights - Howard Station Park | | 2,000 |
| Ventrac Boom Sickle Mower | | 16,080 |
| Legacy Park | | |
| Legacy Park Lake Survey | | 6,600 |
| Four Shade Structures at T-ball Bleachers | | 27,000 |
| Total Expansion | \$ | 72,430 |

ITEMIZED BUDGET EXPENSE WORKSHEET
AQUATICS CENTER
FY20

| | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|---|---|-----------------------------------|--------------------------------|---|---|---|-------------------------|
| REVENUES | | | | | | | |
| ACTIVITY FEES | | | | | | | |
| 4414 | 0 | Activity Fees | \$ 46,328 | \$ 57,548 | \$ 43,546 ¹ | \$ 41,050 | \$ 41,050 ⁷ |
| 4421 | 0 | Gate Receipts | 371,609 | 336,175 | 342,363 | 400,037 | 400,037 ⁸ |
| 4422 | 0 | Memberships | 146,510 | 131,295 | 148,320 ² | 155,600 | 155,600 ⁹ |
| Total Activity Fees | | | \$ 564,447 | \$ 525,018 | \$ 534,229 | \$ 596,687 | \$ 596,687 |
| OTHER USER CHARGES | | | | | | | |
| 4504 | 0 | Pro Shop | \$ 2,826 | \$ 2,866 | \$ 3,073 | \$ 4,373 | \$ 4,373 |
| 4505 | 0 | Concessions | 95,052 | 100,578 | 110,137 ³ | 117,954 | 117,954 ¹⁰ |
| Total User Charges | | | \$ 97,878 | \$ 103,444 | \$ 113,210 | \$ 122,327 | \$ 122,327 |
| RENTALS | | | | | | | |
| 4442 | 0 | Facility Rentals | \$ 31,744 | \$ 22,239 | \$ 33,500 ⁴ | \$ 40,867 | \$ 40,867 ¹¹ |
| Total Rentals | | | \$ 31,744 | \$ 22,239 | \$ 33,500 | \$ 40,867 | \$ 40,867 |
| INTEREST ON INVESTMENTS | | | | | | | |
| 4600 | 0 | Interest on Investments | \$ 2,230 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 |
| 4601 | 0 | Mark to Market Adjustment | (1,942) | - | - | (722) | (722) |
| Total Interest on Investments | | | \$ 288 | \$ 1,200 | \$ 1,200 | \$ 478 | \$ 478 |
| MISCELLANEOUS | | | | | | | |
| 4716 | 0 | Refunds & Reimbursements | \$ 1,000 | \$ - | \$ - | \$ - | \$ - |
| 4717 | 0 | Discounts | - | - | (33) | - | - |
| 4718 | 0 | Cash Over/Short | (232) | 50 | 31 | 50 | 50 |
| 4446 | 0 | Other Revenue | 3 | 1,333 | 1,228 | 1,063 | 1,063 |
| Total Miscellaneous | | | \$ 771 | \$ 1,383 | \$ 1,226 | \$ 1,113 | \$ 1,113 |
| TRANSFERS FROM OTHER FUNDS | | | | | | | |
| 5101 | 0 | Transfer from Fund 200 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Transfers from Other Funds | | | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL REVENUES | | | \$ 695,128 | \$ 653,284 | \$ 683,365 | \$ 761,472 | \$ 761,472 |
| EXPENDITURES | | | | | | | |
| PERSONNEL SERVICES | | | | | | | |
| 7000 | 0 | Salaries - Regular | \$ 53,817 | \$ 58,814 | \$ 57,777 | \$ 58,264 | \$ 58,264 |
| 7001 | 0 | Salaries - Part Time | 201,220 | 223,676 | 236,210 ⁵ | 252,582 | 252,582 ¹² |
| 7002 | 0 | Overtime | 90 | 25 | 54 | - | - |
| 7008 | 0 | Short Term Disability | 52 | 55 | 60 | 55 | 55 |
| 7009 | 0 | FICA - Employer | 15,834 | 3,646 | 3,582 | 3,612 | 3,612 |
| 7010 | 0 | FICA - PT | - | 13,868 | 14,645 | 15,660 | 15,660 |
| 7011 | 0 | Medicare Deduction | 3,703 | 4,096 | 4,263 | 4,507 | 4,507 |
| 7013 | 0 | Car Allowance | - | - | - | - | - |
| 7014 | 0 | Communication Allowance | 253 | 275 | 275 | 276 | 276 |
| 7015 | 0 | Health/Dental Insurance | 10,417 | 14,829 | 15,218 | 12,962 | 12,962 |
| 7018 | 0 | Life Insurance | 113 | 176 | 173 | 175 | 175 |
| 7019 | 0 | Workers Compensation | 10,797 | 10,797 | 9,740 | 10,000 | 10,000 |
| 7020 | 0 | Long Term Disability | 167 | 306 | 300 | 303 | 303 |
| 7021 | 0 | Unemployment Insurance | 66 | 1,146 | 1,152 | 66 | 66 |
| 7023 | 0 | LAGERS - Retirement | 5,750 | 6,117 | 6,009 | 5,593 | 5,593 |
| Total Personnel Services | | | \$ 302,279 | \$ 337,826 | \$ 349,458 | \$ 364,055 | \$ 364,055 |
| SUPPLIES AND OTHER SERVICES | | | | | | | |
| 7200 | 0 | Advertising Exp | \$ 1,011 | \$ 2,000 | \$ 1,877 | \$ 2,500 | \$ 2,500 |
| 7201 | 0 | Organizational Dues | 15 | 15 | 15 | 15 | 15 |
| 7203 | 0 | Insurance Expense | 14,026 | 8,530 | 8,530 | 10,871 | 10,871 |
| 7205 | 0 | Postage Expense | - | - | - | - | - |
| 7206 | 0 | Printing Expense | 2,294 | 733 | 651 | 1,368 | 1,368 |
| 7207 | 0 | Professional Fees | 11,376 | 15,377 | 9,023 | 10,151 | 10,151 |
| 7213 | 0 | Rentals & Leases | 126 | 900 | 700 | 700 | 700 |
| 7217 | 0 | Employee Training | 6,586 | 6,875 | 2,857 | 3,310 | 3,310 |
| 7221 | 0 | Sanitation Services | - | 808 | 808 | 864 | 864 |
| 7223 | 0 | Furniture, Fixtures and Equip | 14,735 | 11,500 | 12,273 | 12,956 | 12,956 |
| 7225 | 0 | Miscellaneous Equipment | 51 | 3,808 | 5,797 | 5,273 | 5,273 |
| 7249 | 0 | Consumable Tools | 715 | 525 | 525 | 768 | 768 |
| 7258 | 0 | Telephone | - | 250 | 250 | 250 | 250 |
| 7268 | 0 | Uniforms | 7,942 | 4,975 | 6,217 | 5,539 | 5,539 |
| 7269 | 0 | Special Apparel | - | - | - | - | - |
| 7270 | 0 | Office Supplies | 704 | 1,186 | 1,260 | 630 | 630 |
| 7271 | 0 | Chemicals | 23,864 | 21,227 | 23,117 | 28,525 | 28,525 ¹³ |
| 7273 | 0 | Janitorial Supplies | 3,302 | 2,641 | 3,488 | 4,161 | 4,161 |
| 7274 | 0 | Concession Supplies | 36,406 | 34,290 | 36,620 | 39,108 | 39,108 |
| 7276 | 0 | Recreational Supplies | 7,404 | 4,485 | 3,693 | 4,735 | 4,735 |

ITEMIZED BUDGET EXPENSE WORKSHEET
AQUATICS CENTER
FY20

| | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|---|-----------------------------------|--------------------------------|---|---|---|-------------------------|
| 7277 | 0 | Pro Shop Supplies | 2,320 | 2,312 | 2,378 | 3,225 | 3,225 |
| 7285 | 0 | Bankcard Fees | 10,429 | 10,070 | 10,070 | 12,200 | 12,200 |
| 7288 | 0 | P-Card unallocated | 54 | - | - | - | - |
| 7704 | 0 | Miscellaneous Expense | 392 | 250 | 395 | 75 | 75 |
| 7705 | 0 | Discount Expenses | - | 2,905 | - | - | - |
| Total Supplies and Other Services | | | \$ 143,752 | \$ 135,662 | \$ 130,544 | \$ 147,224 | \$ 147,224 |
| | | | | | | | |
| MAINTENANCE & REPAIRS | | | | | | | |
| 7300 | 0 | M & R Buildings | \$ 40,660 | \$ 26,510 | \$ 46,738 ⁶ | \$ 27,120 | \$ 27,120 |
| 7301 | 0 | M & R Grounds | 1,773 | 2,417 | 1,514 | 2,000 | 2,000 |
| 7303 | 0 | M & R - Office Eq | - | - | - | - | - |
| 7306 | 0 | M & R Other Equipment | 2,091 | 5,550 | 2,920 | 3,430 | 3,430 |
| Total Maintenance & Repairs | | | \$ 44,524 | \$ 34,477 | \$ 51,172 | \$ 32,550 | \$ 32,550 |
| | | | | | | | |
| UTILITIES | | | | | | | |
| 7403 | 0 | Electricity | \$ 49,682 | \$ 39,150 | \$ 34,621 | \$ 36,970 | \$ 36,970 |
| 7407 | 0 | Water/Sewer | 27,546 | 26,900 | 26,014 | 29,304 | 29,304 |
| Total Utilities | | | \$ 77,228 | \$ 66,050 | \$ 60,635 | \$ 66,274 | \$ 66,274 |
| | | | | | | | |
| CAPITAL OUTLAY | | | | | | | |
| 8000 | 0 | Capital Outlay | \$ - | \$ 25,256 | \$ 24,502 | \$ - | \$ 37,500 ¹⁴ |
| Total Capital Outlay | | | \$ - | \$ 25,256 | \$ 24,502 | \$ - | \$ 37,500 |
| | | | | | | | |
| INTERDEPARTMENT CHARGE | | | | | | | |
| 9000 | 0 | ITS-Overhead | \$ 19,854 | \$ 16,775 | \$ 16,775 | \$ 18,000 | \$ 18,000 |
| 9004 | 0 | MERP Payment | 5,299 | 5,291 | 5,291 | 4,395 | 4,395 |
| 9007 | 0 | SLERP Payment | 580 | 609 | 609 | 432 | 432 |
| Total Interdepartment Charge | | | \$ 25,733 | \$ 22,675 | \$ 22,675 | \$ 22,827 | \$ 22,827 |
| | | | | | | | |
| 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 | \$ - |
| | | | | | | | |
| TOTAL EXPENDITURES | | | \$ 599,501 | \$ 627,931 | \$ 644,971 | \$ 638,915 | \$ 676,415 |
| | | | | | | | |
| NET | | | \$ 95,627 | \$ 25,353 | \$ 38,394 | \$ 122,557 | \$ 85,057 |
| | | | | | | | |
| Percent Recovery | | | 115.95% | 104.04% | 105.95% | 119.18% | 112.57% |

Footnotes

- ¹ The decrease in Activity Fees is related to removing revenue related to swim team and lifeguard certifications.
- ² Revenue from Memberships is projected higher due to higher regular and discounted season pass memberships purchased after the early bird period.
- ³ The increase in Concessions is related to anticipated price increases.
- ⁴ The increase in Facility Rentals is related to an increase in full facility rentals and birthday party packages for residents and non-residents.
- ⁵ The increase in Salaries Part Time is related to the minimum wage increase effective January 1, 2019.
- ⁶ The increase in M & R Building is related to painting, garage door motor, and stair tape.
- ⁷ The FY20 Request reflects a decrease in Activity Fees due to removing swim team and lifeguard certifications.
- ⁸ The FY20 Request reflects an increase in Gate Receipts due to higher attendance in May and June related to the addition of the wave pool.
- ⁹ The FY20 Request reflects an increase in Memberships due to an increase in sales related to the addition of the wave pool.
- ¹⁰ The FY20 Request reflects an increase in Concessions due to higher sales related to higher attendance because of the wave pool.
- ¹¹ The FY20 Request reflects an increase in Facility Rentals due to an increase in full facility rentals, birthday party packages, and cabana rentals.
- ¹² The FY20 Request reflects an increase in Part Time Salaries due to the minimum wage increase and the wave pool.
- ¹³ The FY20 Request reflects an increase in Chemicals due to higher usage related to wave pool.
- ¹⁴ The FY19 Budget had VGB (Virginia Graeme Baker) pool grates and a TV display with mounts for did you know signage. The FY20 Request has an expansion including artificial palm trees (\$37,500).

EXPANSION REQUEST

| | |
|------------------------|------------------|
| Artificial Palm trees | \$37,500 |
| Total Expansion | \$ 37,500 |

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|---|----|------------------------------|-----------------------------------|--------------------------------|--|---|---|------------|
| REVENUES | | | | | | | | |
| SERVICES | | | | | | | | |
| 4423 | 0 | Grave Openings | \$ 52,450 | \$ 71,500 | \$ 71,500 | \$ 75,925 | \$ 75,925 | |
| 4424 | 0 | Monument Footings | 8,572 | 9,288 | 9,288 | 10,424 | 10,424 | |
| 4425 | 0 | Monument Engraving | - | - | - | - | - | |
| 4426 | 0 | Flaggings | 1,700 | 1,800 | 1,800 | 1,000 | 1,000 | |
| 4441 | 0 | Misc Services | 653 | - | - | - | - | |
| 4446 | 0 | Other Revenue | 57 | - | - | - | - | |
| Total Services | | | \$ 63,432 | \$ 82,588 | \$ 82,588 | \$ 87,349 | \$ 87,349 | \$0 |
| MATRL & FUEL-Material and fuel sales | | | | | | | | |
| 4508 | 0 | Monument Sales | \$ 40,203 | \$ 72,000 | \$ 72,000 | \$ 70,536 | \$ 70,536 | |
| Total MATRL & FUEL-Material and fuel sales | | | \$ 40,203 | \$ 72,000 | \$ 72,000 | \$ 70,536 | \$ 70,536 | \$0 |
| INTEREST ON INVESTMENTS | | | | | | | | |
| 4600 | 0 | Interest on Investments | \$ 18,482 | \$ 9,100 | \$ 9,100 | \$ 9,000 | \$ 9,000 | |
| 4601 | 0 | Mark to Market Adjustment | (10,199) | - | - | - | - | |
| Total Interest on Investments | | | \$ 8,283 | \$ 9,100 | \$ 9,100 | \$ 9,000 | \$ 9,000 | \$0 |
| MISCELLANEOUS | | | | | | | | |
| 4716 | 0 | Refunds & Reimbursements | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 4717 | 0 | Discounts | - | - | - | - | - | |
| Total Miscellaneous | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$0 |
| TRANSFERS FROM OTHER FUNDS | | | | | | | | |
| 515 | 26 | Transfer from Fund 026 | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Total Transfers from Other Funds | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$0 |
| PROPERTY SALES | | | | | | | | |
| 4801 | 0 | Sale of Personal Property | \$ 63,000 | \$ 41,000 | \$ 27,000 ¹ | \$ 42,000 | \$ 42,000 | |
| Total Property Sales | | | \$ 63,000 | \$ 41,000 | \$ 27,000 | \$ 42,000 | \$ 42,000 | \$0 |
| TOTAL REVENUES | | | \$ 174,918 | \$ 204,688 | \$ 190,688 | \$ 208,885 | \$ 208,885 | \$0 |
| EXPENDITURES | | | | | | | | |
| PERSONNEL SERVICES | | | | | | | | |
| 7000 | 0 | Salaries - Regular | \$ 34,611 | \$ 35,205 | \$ 35,205 | \$ 36,324 | \$ 36,324 | |
| 7002 | 0 | Overtime | 11 | - | - | - | - | |
| 7008 | 0 | Short Term Disability | 47 | 50 | 50 | 45 | 45 | |
| 7009 | 0 | FICA - Employer | 2,131 | 2,183 | 2,183 | 2,252 | 2,252 | |
| 7011 | 0 | Medicare Deduction | 498 | 510 | 510 | 527 | 527 | |
| 7014 | 0 | Communication Allowance | 369 | 294 | 294 | 294 | 294 | |
| 7015 | 0 | Health/Dental Insurance | 8,861 | 10,791 | 10,791 | 10,605 | 10,605 | |
| 7018 | 0 | Life Insurance | 76 | 106 | 106 | 109 | 109 | |
| 7019 | 0 | Worker's Compensation | 4,049 | 4,049 | 3,653 | 3,600 | 3,600 | |
| 7020 | 0 | Long Term Disability | 113 | 183 | 183 | 189 | 189 | |
| 7021 | 0 | Unemployment Insurance | 60 | 60 | 60 | 54 | 54 | |
| 7023 | 0 | LAGERS - Retirement | 3,623 | 3,661 | 3,661 | 3,487 | 3,487 | |
| Total Personnel Services | | | \$ 54,449 | \$ 57,092 | \$ 56,696 | \$ 57,486 | \$ 57,486 | \$0 |
| SUPPLIES AND OTHER SERVICES | | | | | | | | |
| 7200 | 0 | Advertising Exp | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 7203 | 0 | Insurance Expense | 908 | 573 | 573 | 592 | 592 | |
| 7206 | 0 | Printing Expense | - | - | - | - | - | |
| 7207 | 0 | Professional Fees | 39,339 | 53,534 | 53,534 | 54,106 | 54,106 | |
| 7213 | 0 | Rentals & Leases | 8,249 | 800 | 800 | 800 | 800 | |
| 7221 | 0 | Sanitation Services | - | 500 | 500 | 500 | 500 | |
| 7249 | 0 | Consumable Tools | 254 | 400 | 400 | 200 | 200 | |
| 7258 | 0 | Telephone | 572 | 668 | 668 | 668 | 668 | |
| 7259 | 0 | Mobile Telephone | 44 | 130 | 130 | 130 | 130 | |
| 7260 | 0 | Asphalt | - | - | - | - | - | |
| 7261 | 0 | Concrete | - | - | 1,084 | 800 | 800 | |
| 7262 | 0 | Rock & Gravel | - | - | - | - | - | |
| 7264 | 0 | Other Construction Materials | 25,898 | 44,374 | 43,290 | 42,301 | 42,301 | |
| 7269 | 0 | Special Apparel | 192 | - | - | - | - | |
| 7270 | 0 | Office Supplies | 299 | 500 | 500 | 400 | 400 | |

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|---|------------------------|-----------------------------------|--------------------------------|--|---|---|------------|
| 7271 | 0 | Chemical Supplies | - | - | - | - | - | |
| 7273 | 0 | Janitorial Supplies | 37 | 200 | 200 | 200 | 200 | |
| 7285 | 0 | Bancard Fees | 2,165 | 1,500 | 1,500 | 1,500 | 1,500 | |
| Total Supplies and Other Services | | | \$ 77,957 | \$ 103,179 | \$ 103,179 | \$ 102,197 | \$ 102,197 | \$0 |
| MAINTENANCE & REPAIRS | | | | | | | | |
| 7300 | 0 | M & R Buildings | \$ 749 | \$ 700 | \$ 700 | \$ 250 | \$ 250 | |
| 7301 | 0 | M & R Grounds | 1,302 | 3,770 | 3,770 | 3,383 | 3,383 | |
| 7303 | 0 | M & R Office Equipment | - | - | - | - | - | |
| 7304 | 0 | M & R Dp Equipment | - | - | - | - | - | |
| 7305 | 0 | M & R Vehicle | 449 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 7306 | 0 | M & R Other Equipment | 9 | - | - | - | - | |
| 7307 | 0 | Software | 3,650 | 3,650 | 3,650 | 3,650 | 3,650 | |
| Total Maintenance & Repairs | | | \$ 6,159 | \$ 9,120 | \$ 9,120 | \$ 8,283 | \$ 8,283 | \$0 |
| UTILITIES | | | | | | | | |
| 7401 | 0 | Natural Gas | \$ 876 | \$ 900 | \$ 900 | \$ 900 | \$ 900 | |
| 7403 | 0 | Electricity | 2,362 | 2,600 | 2,600 | 2,600 | 2,600 | |
| 7407 | 0 | Water/Sewer | 386 | 450 | 450 | 500 | 500 | |
| Total Utilities | | | \$ 3,624 | \$ 3,950 | \$ 3,950 | \$ 4,000 | \$ 4,000 | \$0 |
| FUEL & LUBRICANTS | | | | | | | | |
| 7500 | 0 | Fuel/Lubricants | \$ 589 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 | |
| Total Fuel & Lubricants | | | \$ 589 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$0 |
| CONSTRUCTION | | | | | | | | |
| 8506 | 0 | Construction Materials | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Total Construction | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$0 |
| INTERDEPARTMENT CHARGE | | | | | | | | |
| 9000 | 0 | ITS Overhead | \$ 11,912 | \$ 10,065 | \$ 10,065 | \$ 11,000 | \$ 11,000 | |
| 9001 | 0 | Fleet Overhead | 3,950 | - | - | 1,234 | 1,234 | |
| 9002 | 0 | GIS Overhead | - | - | - | - | - | |
| 9004 | 0 | MERP | 636 | 635 | 635 | 733 | 733 | |
| 9005 | 0 | VERP Payment | 26 | 252 | 252 | 635 | 635 | |
| 9007 | 0 | SLERP Payment | 70 | 292 | 292 | 48 | 48 | |
| Total Interdepartment Charge | | | \$ 16,594 | \$ 11,244 | \$ 11,244 | \$ 13,650 | \$ 13,650 | \$0 |
| TRANSFERS | | | | | | | | |
| 9101 | 0 | Transfer to Parks | \$ 20,508 | \$ 18,578 | \$ 18,578 | \$ 18,682 | \$ 18,682 | |
| Total Transfers | | | \$ 20,508 | \$ 18,578 | \$ 18,578 | \$ 18,682 | \$ 18,682 | \$0 |
| TOTAL EXPENDITURES | | | \$ 179,880 | \$ 204,363 | \$ 203,967 | \$ 205,498 | \$ 205,498 | \$0 |
| NET | | | \$ (4,962) | \$ 325 | \$ (13,279) | \$ 3,387 | \$ 3,387 | \$0 |
| Percent Recovery | | | 97.24% | 100.16% | 93.49% | 101.65% | 101.65% | |

Footnotes

¹ The decrease in Sale of Property is related to not selling graves for a period of time.

ITEMIZED BUDGET EXPENSE WORKSHEET
CONSTRUCTION FUND
SUMMARY OF ALL PROGRAMS
FY20

| | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Total Budget Request FY2019- 20 |
|--|-----------------------------------|-----------------------------|--|---------------------------------------|
| REVENUES | | | | |
| CONTRIBUTIONS | | | | |
| CONTRIBUTIONS - OTHER | \$ - | \$ - | \$ - | \$ 115,000 |
| Contributions Total | \$ - | \$ - | \$ - | \$ 115,000 |
| INTEREST | | | | |
| INTEREST ON INVESTMENTS | \$ 3,413 | \$ 2,500 | \$ 2,500 | \$ - |
| Interest Total | \$ 3,413 | \$ 2,500 | \$ 2,500 | \$ - |
| TRANSFERS | | | | |
| TRANSFER FROM PARK & RECREATION | \$ 510,000 | \$ - | \$ 650,000 ¹ | \$ - |
| TRANSFER FROM LEGACY PARK COMMUNITY CENTER | - | - | 200,000 ¹ | - |
| TRANSFER FROM COP DEBT FUND | 3,625,000 | 3,100,000 | 3,900,000 ¹ | 3,500,000 |
| Transfers to Other Funds Total | \$ 4,135,000 | \$ 3,350,000 | \$ 4,750,000 | \$ 3,500,000 |
| TOTAL REVENUES | \$ 4,138,413 | \$ 3,352,500 | \$ 4,752,500 | \$ 3,615,000 |
| EXPENDITURES | | | | |
| INTEREST EXPENSE | | | | |
| INTEREST EXPENSE | \$ - | \$ - | \$ 59,792 | \$ 70,110 |
| Interest Expense Total | \$ - | \$ - | \$ 59,792 | \$ 70,110 |
| ADDITIONS TO CONSTRUCTION IN PROGRESS | | | | |
| PROJECT COSTS | \$ 4,622,789 | \$ 2,835,000 | \$ 8,338,000 ² | \$ 5,530,000 |
| Additions to Construction in Progress | \$ 4,622,789 | \$ 2,835,000 | \$ 8,338,000 | \$ 5,530,000 |
| TOTAL EXPENDITURES | \$ 4,622,789 | \$ 2,835,000 | \$ 8,397,792 | \$ 5,600,110 |
| NET CHANGE | \$ (484,376) | \$ 517,500 | \$ (3,645,292) | \$ (1,985,110) |

Note: For negative cash balances, the Construction Fund will be charged interest expense at the same rate as interest earned if the fund had positive cash. As of the 12/31/18 Investment Report, the average portfolio yield was 1.6348%

FOOTNOTES:

¹ On August 15, 2018, the Parks and Recreation Board approved the following transfers towards the renovation of the Longview Community Center: \$200,000 from the Legacy Park Community Center Fund (202), \$650,000 from the Parks and Recreation Fund (200) and an additional \$800,000 from the COP Debt Fund (410).

² The projected expenditures include projects identified in the FY19 original budget excluding the Langsford/Ruiz Trail Extension and Hartman Park Trailhead (LSPR is acting as general contractor for the Public Works project versus a transfer of funds) and including the purchase of the Longview Community Center. The projects included in the FY19 projection include:

| | |
|---|---------------------|
| Arts in Parks | \$ 10,000 |
| Howard Park Renovation (\$200,000 carryover from FY18; total project estimate - \$900,000) | 700,000 |
| LSPR Greenway Master Plan Update | 20,000 |
| Summit Park Renovation (\$100,000 prior year Langsford/Ruiz reallocated, \$1,225,000 from FY18, \$375,000 FY20) | |
| - total project estimate \$1,700,000 | 1,325,000 |
| Wave Pool at Summit Waves (includes Harris Park Restrooms) - Total project estimate - \$5,110,000 | 530,000 |
| Longview Community Center (\$4,103,000 purchase; \$1,650,000 renovation) | 5,753,000 |
| Total | \$ 8,338,000 |

Projects included in the FY20 budget include:

| | |
|---|---------------------|
| Arts in Parks | \$ 10,000 |
| Summit Park Renovation (\$100,000 prior year Langsford/Ruiz reallocated, \$1,225,000 from FY18, \$375,000 FY20) | |
| - total project estimate \$1,700,000 | 375,000 |
| Lowenstein Park Improvements (\$400,000 plus \$115,000 from developer) - Total project estimate - \$515,000 | 515,000 |
| Wave Pool at Summit Waves (includes Harris Park Restrooms) - Total project estimate - \$5,110,000 | 4,580,000 |
| Pleasant Lea Park Improvements (\$50,000 in FY20; \$350,000 in FY21) - Total project estimate - \$400,000 | 50,000 |
| Total | \$ 5,530,000 |

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS COP DEBT FUND
SUMMARY OF ALL PROGRAMS
FY20

| | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Total Budget Request FY2019- 20 |
|---|-----------------------------------|-----------------------------|--|---------------------------------------|
| REVENUES | | | | |
| TAXES | | | | |
| SALES TAX | 4,081,819 | 4,095,942 | 4,204,274 | 4,288,359 |
| EATS | (158,416) | (184,317) | (167,454) | (178,317) |
| Taxes Total | 3,923,403 | 3,911,625 | 4,036,820 | 4,110,042 |
| INTEREST | | | | |
| INTEREST ON INVESTMENTS | 11,651 | 7,500 | 6,000 | 3,000 |
| Interest Total | 11,651 | 7,500 | 6,000 | 3,000 |
| TOTAL REVENUES | 3,935,054 | 3,919,125 | 4,042,820 | 4,113,042 |
| EXPENDITURES | | | | |
| DEBT SERVICE EXPENSES | | | | |
| PRINCIPAL PAYMENTS | 2,511,500 | - | - | - |
| INTEREST EXPENSE | 33,725 | - | - | - |
| # Debt Service Total | 2,545,225 | - | - | - |
| TRANSFER TO OTHER FUNDS | | | | |
| TRANSFER TO GAMBER CENTER | 175,000 | 175,000 | 175,000 | 175,000 |
| TRANSFER TO WATER UTILITIES FUND (INTERFUND LOAN) | - | - | - | 820,000 |
| TRANSFER TO CONSTRUCTION FUND | 3,625,000 | 3,100,000 | 3,900,000 ¹ | 3,500,000 |
| Transfer Total | 3,800,000 | 3,275,000 | 4,075,000 | 4,495,000 |
| TOTAL EXPENDITURES | 6,345,225 | 3,275,000 | 4,075,000 | 4,495,000 |
| NET CHANGE | (2,410,171) | 644,125 | (32,180) | (381,958) |

FOOTNOTES:

¹ The Transfer to the Construction Fund in the FY19 projections represents the \$3,100,000 included in the FY19 budget packet and an additional \$800,000 transfer for the renovation of the Longview Community Center.

² To purchase the Longview Community Center, a \$4.1 million dollar interfund loan was obtained with a repayment schedule over the next five years (\$820,000 per year).

TERMINOLOGY / USEFUL THINGS TO KNOW

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

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

| | |
|----------------------------|--|
| ⇒ ITS | ▪ Information Technology Services |
| ⇒ LFPP | ▪ Legacy for Parks Foundation |
| ⇒ LPCC | ▪ Legacy Park Community Center |
| ⇒ LVCC | ▪ Longview 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 | ▪ Managed Equipment Replacement Plan |
| ⇒ MOU | ▪ Memorandum of Understanding |
| ⇒ MPRA | ▪ Missouri Park and Recreation Association |
| ⇒ Municipality | ▪ A city, town, township, village, county, or other geographical area providing services to its residents. |
| ⇒ NCOA | ▪ National Council on Aging |
| ⇒ NOV | ▪ Notice of Violation |
| ⇒ NRPA | ▪ National Recreation and Park Association |
| ⇒ Patrons | ▪ Customers |
| ⇒ PC&OC | ▪ Park Construction and Operations Center |
| ⇒ Youth Sports Association | ▪ Youth sports groups governed by the organization and working in partnership with LSPR |
| ⇒ SLERP | ▪ Software License Enterprise Replacement Program |
| ⇒ SW | ▪ Summit Waves |
| ⇒ THCF | ▪ Truman Heartland Community Foundation |
| ⇒ TIF | ▪ Tax Increment Financing |
| ⇒ Trustee | ▪ Board member in certain area. |
| ⇒ VERP | ▪ Vehicle Equipment Replacement Plan |

FUND BALANCE **POLICY RESOLUTION**

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

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

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

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

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

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

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

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

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

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

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

Lee's Summit Parks
& Recreation Board



Nick Walker



Marly McMillen



Samantha Shepard



Lawrence Bivins
Treasurer



Mindy Aulenbach
Vice President



Tyler Morehead
President



Jim Huser



Casey Crawford



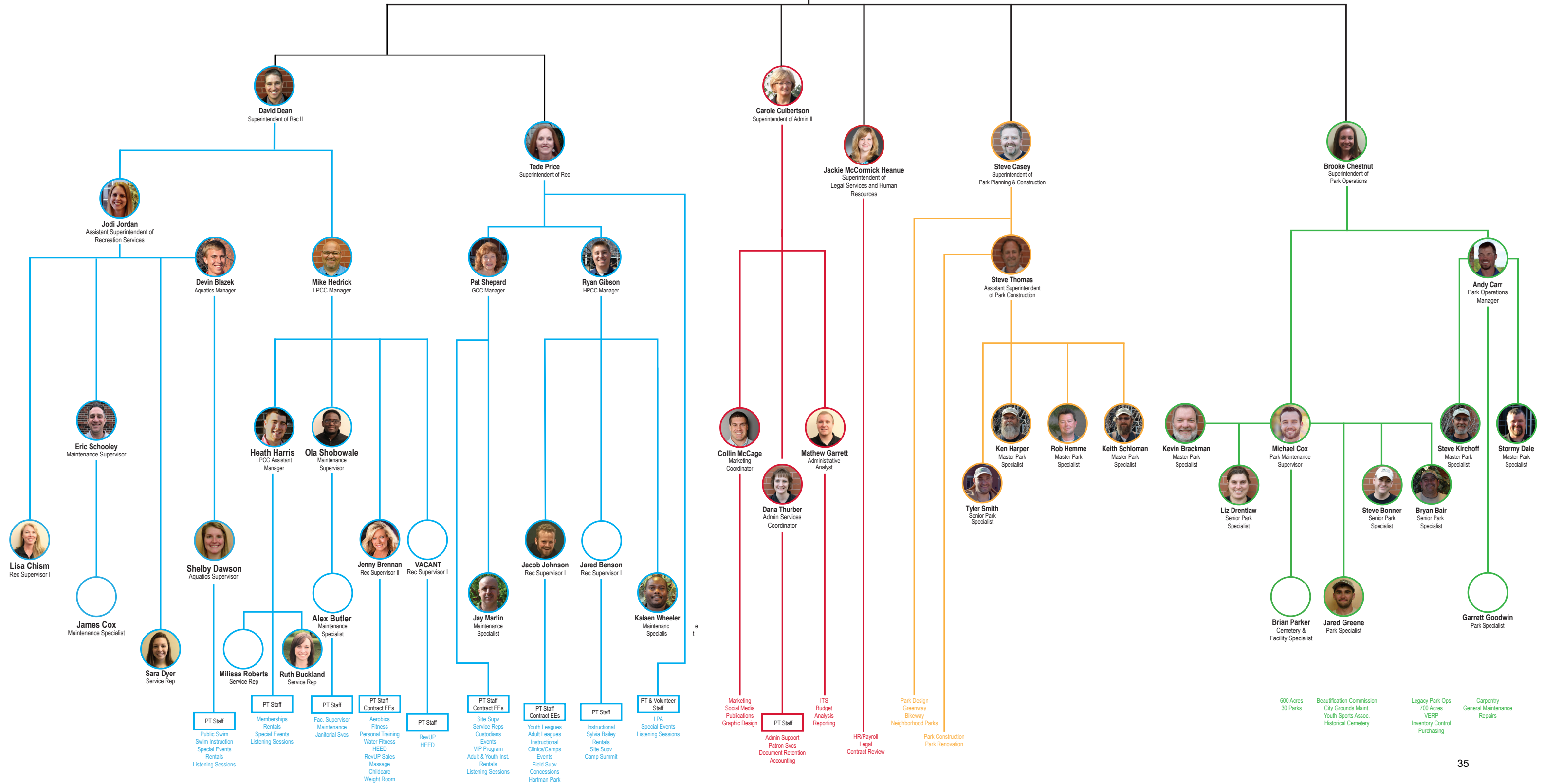
Nancy Kelley



Bob Johnson
District 4 Councilman
Park Board Liaison



Joe Snook
Administrator



Lee's Summit Beautification Commission Staff Support
MEMORANDUM OF UNDERSTANDING

This memorandum of understanding is entered into this ____ day of _____, 2019 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 20 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, 2019 – June 30, 2020. 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 2020

The City has funded beautification efforts outlined by the Commission's Strategic Plan for several years. With the support of LS Parks & Recreation, 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: Continue Lee's Summit Clean-Up Day on an annual basis.

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

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

Activity 1E 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 completing 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 15th 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.

Activity 3C: Coordinate an organized litter control campaign in the community.

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
FY20

EXHIBIT "A"

| | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Total Budget Request FY2019-20 |
|----------------------------------|--|--------------------------------|--------------------------------|--|--------------------------------------|
| REVENUES | | | | | |
| TRANSFERS | | | | | |
| | Transfer from Gen Fund | - | 60,539 | 60,539 | 60,702 |
| | Total Transfers | - | 60,539 | 60,539 | 60,702 |
| | TOTAL REVENUES | - | 60,539 | 60,539 | 60,702 |
| EXPENDITURES | | | | | |
| PERSONAL SERVICES | | | | | |
| | Salaries - Regular | 17,714 | 21,122 | 21,330 | 22,013 |
| | Short Term Disability | 15 | 17 | 19 | 17 |
| | FICA - Employer | 1,022 | 1,310 | 1,322 | 1,365 |
| | Medicare Deduction | 239 | 306 | 309 | 319 |
| | Health/Dental Insurance | 4,037 | 4,718 | 4,892 | 4,124 |
| | Life Insurance | 41 | 63 | 64 | 66 |
| | Long Term Disability | 53 | 110 | 111 | 114 |
| | LAGERS - Retirement | 1,850 | 2,197 | 2,218 | 2,113 |
| | Total Personal Services | 24,971 | 29,843 | 30,265 | 30,131 |
| PS-FRINGS | | | | | |
| | Car & Communication Allowance | 96 | 125 | 125 | - |
| | Workers Compensation | - | - | - | - |
| | Unemployment Insurance | 21 | 21 | 23 | 21 |
| | Total PS-Fringes | 117 | 146 | 148 | 21 |
| COMMODITIES | | | | | |
| | Total Commodities | - | - | - | - |
| CONTRACTUAL SERVICES | | | | | |
| | Advertising Exp | - | 900 | 900 | 900 |
| | Printing Expense | - | 350 | 350 | 350 |
| | Professional Fees | 14,493 | 18,000 | 18,000 | 18,000 |
| | Travel & Meeting | 48 | 500 | 500 | 500 |
| | Public Relations | 435 | 800 | 800 | 800 |
| | Total Contractual Services | 14,976 | 20,550 | 20,550 | 20,550 |
| MAINTENANCE & REPAIRS | | | | | |
| | M & R Grounds | 11,677 | 10,000 | 10,000 | 10,000 |
| | Total Maintenance & Repairs | 11,677 | 10,000 | 10,000 | 10,000 |
| | TOTAL EXPENDITURES | 51,741 | 60,539 | 60,963 | 60,702 |

Memorandum of Understanding between
the Lee's Summit Parks and Recreation Department
and the
City of Lee's Summit Public Works Department
2019-2020

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 2020 appropriations of \$162,789 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 & Lakewood Monument – Parks shall provide the following maintenance services to Public Works:
 - a. Provide turf care to include mowing
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, 2019– June 30, 2020. 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
FY20

Exhibit A

| | TOTAL GROUNDS MAINTENANCE- PUBLIC WORKS |
|---|---|
| PERSONNEL SERVICES | |
| 7000-0-Salaries-Regular | 28,320 |
| 7008-0-Short Term Disability Pay | 30 |
| 7009-0-FICA-Employer | 1,756 |
| 7011-0-Medicare Deduction | 411 |
| 7014-0-Communication Allowance | - |
| 7015-0-Health/Dental Insurance | 7,070 |
| 7018-0-Life Insurance | 85 |
| 7019-0-Worker's Compensation | 7,774 |
| 7020-0-Disability Insurance | 147 |
| 7021-0-Unemployment Insurance | 36 |
| 7023-0-Retirement-Lagers | 2,719 |
| | <u>48,348</u> |
| OTHER SUPPLIES, SERVICES AND CONTRACTS | |
| 7203-0-Insurance Expense | 317 |
| 7207-0-Professional Fees Expense | 66,753 |
| 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>67,997</u> |
| INTERDEPARTMENT CHARGE | |
| 9001-0-CVM - Overhead | 10,336 |
| 9005-0-VERP Payment | 7,933 |
| Total Interdepartment Charge | <u>18,269</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 | 14,799 |
| Total Transfers | <u>14,799</u> |
| | <u>162,789</u> |

Schedule of Services

FY 20

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

| MATERIALS | | | | | LABOR | | | | |
|--|-------------------|---------------|------------|--|-------------|----------------|-----------------|---------------|--------|
| Description | Units | Cost/ Unit | Total | | Description | Total Hours | # of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| 2 Weed control mulch areas | 1.0 | \$25.00 | \$25.00 | | Labor | 4.0 | | | \$0.00 |
| 3 Mulch trees | Arbor Masters 1.0 | \$1,260.00 | \$1,260.00 | | | | | | \$0.00 |
| <u>August</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| 2 weed control mulch areas/Sumac | 1.0 | \$25.00 | \$25.00 | | Labor | 4.0 | | | \$0.00 |
| <u>September</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| 2 Fall Fertilizer | Arbor Masters 1.0 | \$320.00 | \$320.00 | | | | | | \$0.00 |
| <u>October</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| <u>November</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| <u>December</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 8.0 | | | \$0.00 |
| 2 Prune Trees (landfill charge) | 4 \$ | 30.00 | \$120.00 | | Labor | 20.0 | | | \$0.00 |
| <u>January</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| <u>February</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| 2 Continuation of pruning work if needed | | | \$0.00 | | | | | | \$0.00 |
| <u>March</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| 2 Spring Fertilizer with pre-emergent | Arbor Masters 1.0 | \$320.00 | \$320.00 | | | | | | \$0.00 |
| <u>April</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| <u>May</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| 2 Broadleaf weed control | Arbor Masters 1.0 | \$320.00 | \$320.00 | | | | | | \$0.00 |
| 3 Non-selective weed control | 1.0 | \$25.00 | \$25.00 | | Labor | 4.0 | | | \$0.00 |
| 4 Trash pickup | | | | | Labor | 2.0 | | | \$0.00 |
| <u>June</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| 2 Insect spraying of trees | Arbor Masters 1.0 | \$925.00 | \$925.00 | | | | | | \$0.00 |
| 1 broken limbs, car wreck damage, contractor followups | | | | | | 20.0 | | | \$0.00 |
| Total Materials | 12.00 | | \$3,340.00 | | Total Labor | 128.00 | | | \$0.00 |

Grand Total \$3,340.00

Schedule of Services

fy 20

Attachment #2 Ward Road - M150 to Longview Road

| MATERIALS | | | | | LABOR | | | | |
|--|-------------------|---------------|------------|-------------|----------------|----------------|---------------|------------|-------------|
| Description | Units | Cost/ Unit | Total | Description | Total Hours | #of Mowings | Cost/ Hour | Total | |
| <u>July</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Weed control landscape beds | 1 | \$25.00 | \$25.00 | Labor | 16.0 | | | \$0.00 | |
| 3 Weed & grass control in mulch | 1 | \$25.00 | \$25.00 | Labor | 6.0 | | | \$0.00 | |
| 4 Mowing | | | \$0.00 | Mowings | | 4.0 | \$313.65 | \$1,254.60 | |
| | | | \$0.00 | | | | | | |
| <u>August</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Non-selective weed control in mulch | 1 | \$25.00 | \$25.00 | Labor | 6.0 | | | \$0.00 | |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$313.65 | \$1,254.60 | |
| | | | \$0.00 | | | | | | |
| <u>September</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Fall fertilizer | 1 | \$100.00 | \$100.00 | Labor | 4.0 | | | \$0.00 | |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$313.65 | \$1,254.60 | |
| 4 Fall webworm spraying | Arbor Masters 1.0 | \$1,710.00 | \$1,710.00 | Labor | - | | | \$0.00 | |
| <u>October</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$313.65 | \$1,254.60 | |
| <u>November</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 3 Mowing | | | \$0.00 | Mowings | | 2.0 | \$313.65 | \$627.30 | |
| <u>December</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Prune Trees/Evergreens | Arbor Masters 1.0 | \$7,200.00 | \$7,200.00 | Labor | | | | \$0.00 | |
| 3 Mulch trees and beds | mulch 1 | \$750.00 | \$750.00 | Labor | 24.0 | | | \$0.00 | |
| <u>January</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Continuation of pruning work if needed | | | \$0.00 | | | | | \$0.00 | |
| <u>February</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Continuation of pruning work if needed | | | \$0.00 | | | | | \$0.00 | |
| <u>March</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Fertilizer with pre-emergent | Arbor Masters 1.0 | \$1,280.00 | \$1,280.00 | Labor | - | | | \$0.00 | |
| <u>April</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$313.65 | \$1,254.60 | |
| <u>May</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Broadleaf weed control | Arbor Masters 1.0 | \$1,280.00 | \$1,280.00 | Labor | - | | | \$0.00 | |
| 3 Non-selective weed control in mulch | 1.0 | \$100.00 | \$100.00 | Labor | 16.0 | | | \$0.00 | |
| 4 Mowing | | | \$0.00 | Mowings | | 4.0 | \$313.65 | \$1,254.60 | |
| <u>June</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | Labor | 12.0 | | | \$0.00 | |
| 2 Insect spraying of trees and evergreens | 1 | \$ 200.00 | \$200.00 | Labor | 16.0 | | | \$0.00 | |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$313.65 | \$1,254.60 | |
| 6 broken limbs, car wreck damage, contractor followups | | | \$0.00 | | 60.0 | | | \$0.00 | |
| Total Materials | | | 11.00 | \$12,695.00 | Total Labor | | | 292.00 | \$9,409.50 |
| Grand Total | | | | | | | | | \$22,104.50 |

Schedule of Services

FY 20

Attachment #3 Blackwell Road - Chipman Road to Colbern Road

| MATERIALS | | | | LABOR | | | | |
|--|-------|---------------|--------|-------------|----------------|----------------|---------------|------------|
| Description | Units | Cost/ Unit | Total | Description | Total Hours | #of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 4 Mowing | | | \$0.00 | Mowings | | 4.0 | \$125.46 | \$501.84 |
| <u>August</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$125.46 | \$501.84 |
| <u>September</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 2 Fall fertilizer | | | \$0.00 | Labor | 8.00 | | | \$0.00 |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$125.46 | \$501.84 |
| <u>October</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$125.46 | \$501.84 |
| <u>November</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | Mowing | | 2.0 | \$125.46 | \$250.92 |
| <u>December</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| <u>January</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| <u>February</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| <u>March</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 2 fertilizer with pre-emergent | | | \$0.00 | Labor | 8.00 | | | \$0.00 |
| <u>April</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | Mowings | | 4.0 | \$125.46 | \$501.84 |
| <u>May</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 2 Broadleaf weed control | | | \$0.00 | Labor | 16.0 | | | \$0.00 |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$125.46 | \$501.84 |
| <u>June</u> | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | Labor | 5.0 | | | \$0.00 |
| 3 Mowing | | | \$0.00 | Mowings | | 4.0 | \$125.46 | \$501.84 |
| 6 broken limbs, car wreck damage, contractor followups | | | \$0.00 | | 10.0 | | | \$0.00 |
| Total Materials | | | 0.00 | Total Labor | | | 102.00 | \$3,763.80 |
| | | | \$0.00 | | | | | \$3,763.80 |
| | | | | Grand Total | | | | \$3,763.80 |

Schedule of Services

F Y 20

Attachment #4 Chipman Road - US 50 to Pryor

| MATERIALS | | | | | LABOR | | | | |
|--|---------------|---------------|----------|------------|-------------|----------------|----------------|---------------|--------|
| Description | Units | Cost/ Unit | Total | | Description | Total Hours | #of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| <u>August</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| <u>September</u> | | | | | | | | | |
| 1 Fall fertilizer | Arbor Masters | 1.0 | \$695.00 | \$695.00 | | | | | \$0.00 |
| 2 Weekly inspection-trash | | | \$0.00 | | Labor | 4.0 | | | \$0.00 |
| <u>October</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| <u>November</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| <u>December</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| <u>January</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| <u>February</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| <u>March</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 6.0 | | | \$0.00 |
| 2 Fertilizer with pre-emergent | Arbor Masters | 1.0 | \$695.00 | \$695.00 | | | | | \$0.00 |
| <u>April</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| <u>May</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| 2 Broadleaf weed control | Arbor Masters | 1.0 | \$590.00 | \$590.00 | | | | | \$0.00 |
| <u>June</u> | | | | | | | | | |
| 1 Weekly inspection-trash | | | \$0.00 | | Labor | 3.00 | | | \$0.00 |
| 1 broken limbs, car wreck damage, contractor followups | | | \$0.00 | | | 20.0 | | | \$0.00 |
| Total Materials | | | 3.00 | \$1,980.00 | Total Labor | | | 60.00 | \$0.00 |

Grand Total \$1,980.00

Schedule of Services

FY20

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

| MATERIALS | | | | | LABOR | | | | | | | |
|------------------|--|---------------|-----|---------------|----------|-------------|------|----------------|-----------------|---------------|----------|------------|
| | | | | Cost/ Unit | Total | | | Total Hours | # of Mowings | Cost/ Hour | Total | |
| Description | | Units | | | | Description | | | | | | |
| <u>July</u> | | | | | | | | | | | | |
| 1 | Mowing | | | | \$0.00 | Mowings | | | 4.0 | \$83.64 | \$334.56 | |
| 2 | Mow Summit Woods Island | | | | \$0.00 | Mowings | | | 4.0 | \$10.46 | \$41.84 | |
| 3 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| <u>August</u> | | | | | | | | | | | | |
| 1 | Mowing | | | | \$0.00 | Mowings | | | 4.0 | \$83.64 | \$334.56 | |
| 2 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| 3 | Mow Summit Woods Island | | | | \$0.00 | Mowings | | | 4.0 | \$10.46 | \$41.84 | |
| <u>September</u> | | | | | | | | | | | | |
| 1 | Fall fertilizer | Arbor Masters | 1.0 | \$220.00 | \$220.00 | Labor | | | | | \$0.00 | |
| 2 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| 3 | Mowing | | | | \$0.00 | Mowings | | | 4.0 | \$83.64 | \$334.56 | |
| 4 | Mow Summit Woods Island | | | | \$0.00 | Mowings | | | 4.0 | \$10.46 | \$41.84 | |
| <u>October</u> | | | | | | | | | | | | |
| 1 | Mowing | | | | \$0.00 | Mowings | | | 4.0 | \$83.64 | \$334.56 | |
| 2 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| 3 | Mow Summit Woods Island | | | | \$0.00 | Mowings | | | 4.0 | \$10.46 | \$41.84 | |
| <u>November</u> | | | | | | | | | | | | |
| 1 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| 2 | Mowing | | | | \$0.00 | Mowing | | | 2.0 | \$83.64 | \$167.28 | |
| 3 | Mow Summit Woods Island | | | | \$0.00 | Mowing | | | 2.0 | \$10.46 | \$20.92 | |
| <u>December</u> | | | | | | | | | | | | |
| 1 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| <u>January</u> | | | | | | | | | | | | |
| 1 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| <u>February</u> | | | | | | | | | | | | |
| 1 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| <u>March</u> | | | | | | | | | | | | |
| 1 | Fertilizer with pre-emergent | Arbor Masters | 1.0 | \$220.00 | \$220.00 | Labor | 0.0 | | | | \$0.00 | |
| 2 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| <u>April</u> | | | | | | | | | | | | |
| 1 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| 2 | Mowing | | | | \$0.00 | Mowings | | | 4.0 | \$83.46 | \$333.84 | |
| 3 | Mow Summit Woods Island | | | | \$0.00 | Mowings | | | 4.0 | \$10.46 | \$41.84 | |
| <u>May</u> | | | | | | | | | | | | |
| 1 | Mowing | | | | \$0.00 | Mowings | | | 4.0 | \$83.64 | \$334.56 | |
| 2 | Broadleaf weed control | Arbor Masters | 1.0 | \$195.00 | \$195.00 | | | | | | \$0.00 | |
| 3 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| 4 | Mow Summit Woods Island | | | | \$0.00 | Mowings | | | 4.0 | \$10.46 | \$41.84 | |
| <u>June</u> | | | | | | | | | | | | |
| 1 | Mowing | | | | \$0.00 | Mowings | | | 4.0 | \$83.64 | \$334.56 | |
| 2 | Weekly Inspection - trash | | | | \$0.00 | Labor | 2.0 | | | | \$0.00 | |
| 3 | Mow Summit Woods Island | | | | \$0.00 | Mowings | | | 4.0 | \$10.46 | \$41.84 | |
| 1 | broken limbs, car wreck damage, contractor followups | | | | \$0.00 | | 10.0 | | | | \$0.00 | |
| Total Materials | | | | | 3.00 | Total Labor | | | | | 34.0 | \$2,822.28 |
| | | | | | \$635.00 | | | | | | | |

Schedule of Services

FY20

Attachment #6 Scruggs Road New Todd George Road Islands

| MATERIALS | | | | | LABOR | | | | | |
|------------------|--|---------------|---------------|------------|-------------|----------------|-----------------|---------------|------------|------------|
| | Description | Units | Cost/ Unit | Total | Description | Total Hours | # of Mowings | Cost/ Hour | Total | |
| <u>July</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| 3 | Mulch trees and landscape beds | Arbor Masters | 1.0 | \$525.00 | | | | | \$0.00 | |
| 4 | Crabgrass/Nutgrass control in beds | | 0.20 | \$50.00 | Labor | 3.0 | | | \$0.00 | |
| 5 | Trim median plantings | Arbor Masters | 1.0 | \$450.00 | | | | | \$0.00 | |
| <u>August</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| <u>September</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 3.0 | | | \$0.00 | |
| 4 | Fall webworm spraying | Arbor Masters | 1.0 | \$380.00 | | | | | \$0.00 | |
| <u>October</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| <u>November</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| <u>December</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| 3 | Prune trees and shrubs | Arbor Masters | 1.0 | \$450.00 | | | | | \$0.00 | |
| <u>January</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| <u>February</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| <u>March</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| <u>April</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| <u>May</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| 2 | Non-selective spray to mulch areas | | 0.20 | \$50.00 | Labor | 3.0 | | | \$0.00 | |
| <u>June</u> | | | | | | | | | | |
| 1 | Weekly inspection - trash | | | \$0.00 | Labor | 2.0 | | | \$0.00 | |
| 3 | Insect spraying of shrubs | | | \$0.00 | | | | | \$0.00 | |
| 1 | broken limbs, car wreck damage, contractor followups | | | \$0.00 | | 14.0 | | | \$0.00 | |
| Total Materials | | | | 4.40 | Total Labor | | | | 45.0 | \$0.00 |
| | | | | \$1,825.00 | | | | | \$1,825.00 | |
| Grand Total | | | | | | | | | | \$1,825.00 |

Schedule of Services

FY20

Attachment #7 Third Street and Pryor Road

| MATERIALS | | | | | LABOR | | | | |
|--|----------------------|---------------|---------|---------|-------------|----------------|-----------------|---------------|----------|
| Description | Units | Cost/ Unit | Total | | Description | Total Hours | # of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | | Mowings | | 4.0 | \$18.82 | \$75.28 |
| <u>August</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.00 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | | Mowings | | 4.00 | \$18.82 | \$75.28 |
| 3 Trash pickup | | | \$0.00 | | Labor | 1.0 | | | \$0.00 |
| <u>September</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | | Mowings | | 4.00 | \$18.82 | \$75.28 |
| 3 Trash pickup | | | \$0.00 | | Labor | 1.0 | | | \$0.00 |
| 4 Broadleaf control | Speed Zone (2.5gal.) | 0.1 | \$63.00 | \$6.30 | Labor | 6.0 | | | \$0.00 |
| 5 Fall fertilizer | | | \$0.00 | | Labor | 0.0 | | | \$0.00 |
| 6 Inspection | | | \$0.00 | | Labor | 2.0 | | | \$0.00 |
| <u>October</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | | Mowings | | 4.0 | \$18.82 | \$75.28 |
| 3 Trash pickup | | | \$0.00 | | Labor | 0.5 | | | \$0.00 |
| <u>November</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.00 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | | Mowing | | 2.0 | \$18.82 | \$37.64 |
| 3 Trash pickup | | | \$0.00 | | Labor | 0.5 | | | \$0.00 |
| <u>December</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | | 3.0 | | | \$0.00 |
| <u>January</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | | 3.0 | | | \$0.00 |
| <u>February</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | | 3.00 | | | \$0.00 |
| <u>March</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| 2 Fertilizer w/pre-emergent | | | \$0.00 | | Labor | 3.00 | | | \$0.00 |
| 4 Inspection | | | \$0.00 | | Labor | 2.0 | | | \$0.00 |
| <u>April</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.00 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | | Mowings | | 4.0 | \$18.82 | \$75.28 |
| <u>May</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | | Mowings | | 4.0 | \$18.82 | \$75.28 |
| 4 Broadleaf Control | Speed Zone (2.5gal.) | 0.1 | \$63.00 | \$6.30 | Labor | 3.0 | | | \$0.00 |
| <u>June</u> | | | | | | | | | |
| 1 Weekly inspection - trash | | | \$0.00 | | Labor | 3.0 | | | \$0.00 |
| 2 Mowing | | | \$0.00 | | Mowings | | 4.00 | \$18.82 | \$75.28 |
| 1 broken limbs, car wreck damage, contractor followups | | | \$0.00 | | | 4.0 | | | \$0.00 |
| Total Materials | | | | 0.20 | Total Labor | | | | 59.00 |
| | | | | \$12.60 | | | | | \$564.60 |
| Grand Total | | | | | | | | | \$577.20 |

Schedule of Services

FY20

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

| MATERIALS | | | | LABOR | | | | |
|---|-------|---------------|--------|-------------|----------------|-----------------|---------------|------------|
| Description | Units | Cost/ Unit | Total | Description | Total Hours | # of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | |
| 1 Mow Howard Cemetery | | | \$0.00 | Mowings | | 4.0 | \$31.37 | \$125.48 |
| 2 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 3 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 4 Mow Winburn | | | | Mowings | | 4.0 | \$36.90 | \$147.60 |
| 5 Mow Windemere | | | | Mowings | | 4.0 | \$45.00 | \$180.00 |
| <u>August</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Mow Howard Cemetery | | | \$0.00 | Mowings | | 4.0 | \$31.37 | \$125.48 |
| 3 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 4 Mow Winburn | | | | Mowings | | 4.0 | \$36.90 | \$147.60 |
| 5 Mow Windemere | | | | Mowings | | 4.0 | \$45.00 | \$180.00 |
| <u>September</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Mow Howard Cemetery | | | \$0.00 | Mowings | | 4.0 | \$31.37 | \$125.48 |
| 3 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 4 Mow Winburn | | | | Mowings | | 4.0 | \$36.90 | \$147.60 |
| 5 Mow Windemere | | | | Mowings | | 4.0 | \$45.00 | \$180.00 |
| <u>October</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Apply weed control Howard Cemetery Speedzone (2.5 gal.) | 0.1 | \$63.00 | \$6.30 | Labor | 2.0 | | | \$0.00 |
| 3 Mow Howard Cemetery | | | \$0.00 | Mowings | | 4.0 | \$31.37 | \$125.48 |
| 4 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 5 Mow Winburn | | | | Mowings | | 4.0 | \$36.90 | \$147.60 |
| 6 Mow Windemere | | | | Mowings | | 4.0 | \$45.00 | \$180.00 |
| <u>November</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Mow Howard Cemetery | | | \$0.00 | Mowings | | 2.0 | \$31.37 | \$62.74 |
| 3 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 4 Mow Winburn | | | | Mowings | | 2.0 | \$36.90 | \$73.80 |
| 5 Mow Windemere | | | | Mowings | | 2.0 | \$45.00 | \$90.00 |
| <u>December</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| <u>January</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| <u>February</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| <u>March</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Apply fertilizer/pre-emergent | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 3 Mow Howard Cemetery | | | \$0.00 | | | | | \$0.00 |
| 4 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| <u>April</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Mow Howard Cemetery | | | \$0.00 | Mowings | | 4.0 | \$31.37 | \$125.48 |
| 3 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 4 Mow Winburn | | | | Mowings | | 4.0 | \$36.90 | \$147.60 |
| 5 Mow Windemere | | | | Mowings | | 4.0 | \$45.00 | \$180.00 |
| <u>May</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Mow Howard Cemetery | | | \$0.00 | Mowings | | 4.0 | \$31.37 | \$125.48 |
| 3 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 4 Mow Winburn | | | | Mowings | | 4.0 | \$36.90 | \$147.60 |
| 5 Mow Windemere | | | | Mowings | | 4.0 | \$45.00 | \$180.00 |
| <u>June</u> | | | | | | | | |
| 1 Weekly inspection | | | \$0.00 | Labor | 4.0 | | | \$0.00 |
| 2 Mow Howard Cemetery | | | \$0.00 | Mowings | | 4.0 | \$31.37 | \$125.48 |
| 3 Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 4 Mow Winburn | | | | Mowings | | 4.0 | \$36.90 | \$147.60 |
| 5 Mow Windemere | | | | Mowings | | 4.0 | \$45.00 | \$180.00 |
| 1 broken limbs, car wreck damage, contractor followups | | | \$0.00 | | 25.0 | | | \$0.00 |
| Total Materials | | | 0.10 | Total Labor | | | 103.00 | |
| | | | \$6.30 | | | | | \$3,398.10 |
| | | | | | | | Grand Total | \$3,404.40 |

Schedule of Services

FY20

Attachment #9 Public Parking Lots

| | | MATERIALS | | | LABOR | | | | | |
|------------------|--|--|-------|---------------|---------|-------------|----------------|-----------------|---------------|------------|
| | | Description | Units | Cost/ Unit | Total | Description | Total Hours | # of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Refresh mulch | 1.0 | \$16.00 | \$16.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Behind The Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Refresh mulch | 4.0 | \$16.00 | \$64.00 | Labor | 8.0 | | | \$0.00 |
| | | Weed and grass control | 0.1 | \$58.00 | \$5.80 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| <u>August</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.00 | \$15.68 | \$62.72 |
| 2 | Behind The Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| <u>September</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Behind Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Weed and grass control | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| <u>October</u> | | | | | | | | | | |
| 1 | 2nd & Douglas | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| | | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Weed control | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 2 | Behind The Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| <u>November</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowing | | 2.0 | \$15.68 | \$31.36 |
| 2 | Behind Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowing | | 2.0 | \$15.68 | \$31.36 |
| <u>December</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | | | | \$0.00 | | | | | \$0.00 |
| | | | | | \$0.00 | | | | | \$0.00 |
| 2 | Behind Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | | | | \$0.00 | | | | | \$0.00 |
| 4 | Monthly inspections | | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| <u>February</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | | | | \$0.00 | | | | | \$0.00 |
| | | | | | \$0.00 | | | | | \$0.00 |
| 2 | Behind Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | | | | \$0.00 | | | | | \$0.00 |
| 4 | Monthly inspections | | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| <u>March</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | | | | \$0.00 | | | | | \$0.00 |
| 2 | Behind Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 4 | Inspection | | | | \$0.00 | | | | | \$0.00 |
| <u>April</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Behind Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Apply weed/grass control Razor (2.5gal.) | 0.1 | \$58.00 | \$5.80 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 4 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| <u>May</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.00 | \$15.68 | \$62.72 |
| 2 | Behind Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| <u>June</u> | | | | | | | | | | |
| 1 | 2nd and Douglas | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Behind Peanut | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Trash pick up | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 3 | Cust. Service | Weekly inspection | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 4 | broken limbs, car wreck damage, contractor followups | | | | \$0.00 | | 10.0 | | | \$0.00 |
| Total Materials | | | 5.20 | | \$91.60 | Total Labor | 69.00 | | | \$940.80 |
| Grand Total | | | | | | | | | | \$1,032.40 |

Schedule of Services

FY20

Attachment #10 Islands and Street Corner, Tudor Median

| MATERIALS | | | | | LABOR | | | | |
|------------------|--|----------------------------------|-----------------|---------|-------------|----------------|-----------------|---------------|------------|
| | Description | Units | Cost/ Unit | Total | Description | Total Hours | # of Mowings | Cost/ Hour | Total |
| July | | | | | | | | | |
| 1 | Maple/Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Ward/O'Brien | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Refresh mulch | 1.0 | \$16.00 | Labor | 3.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| | | Weed and grass control | Razor (2.5gal) | \$58.00 | Labor | 1.0 | | | \$0.00 |
| 3 | 2nd and Main | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 4 | 2nd and Grand | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 5 | Tudor Median | Annual Rosehill | | \$0.00 | | | | | \$0.00 |
| August | | | | | | | | | |
| 1 | Maple/Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Ward/O'Brien | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 3 | 2nd and Main | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 4 | 2nd & Grand | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 5 | Tudor Median | Annual Rosehill | | \$0.00 | | | | | \$0.00 |
| September | | | | | | | | | |
| 1 | Maple/Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Ward and O'Brien | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 3 | 2nd and Main | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 4 | 2nd & Grand | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 5 | Tudor Median | Annual Rosehill | | \$0.00 | | | | | \$0.00 |
| October | | | | | | | | | |
| 1 | Maple/Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Ward and O'Brien | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Prune trees, evergreens, peonies | | \$0.00 | Labor | 6.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 3 | 2nd and Main | Speed Zone (2.5gal.) | 0.3 | \$63.00 | Labor | 2.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 4 | 2nd & Grand | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 5 | Tudor Median | Weekly inspection | | \$0.00 | | | | | \$0.00 |
| November | | | | | | | | | |
| 1 | Maple/Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowing | | 2.0 | \$15.68 | \$31.36 |
| 2 | 2nd and SE, SW Ma | Mowing | | \$0.00 | Mowing | | 2.0 | \$15.68 | \$31.36 |
| 3 | 2nd & Grand | Mowing | | \$0.00 | Mowing | | 2.0 | \$10.46 | \$20.92 |
| 4 | Ward & O'Brien | Mowing | | \$0.00 | Mowing | | 2.0 | \$10.46 | \$20.92 |
| | | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 5 | Tudor Median | Annual Rosehill | | \$0.00 | | | | | \$0.00 |
| December | | | | | | | | | |
| 1 | Maple/Market | | | \$0.00 | | | | | \$0.00 |
| 2 | Ward and O'Brien | | | \$0.00 | | | | | \$0.00 |
| 3 | 2nd and Main | | | \$0.00 | | | | | \$0.00 |
| 4 | | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 5 | | | | \$0.00 | | | | | \$0.00 |
| January | | | | | | | | | |
| 1 | Maple/Market | | | \$0.00 | | | | | \$0.00 |
| 2 | Ward and O'Brien | | | \$0.00 | | | | | \$0.00 |
| 3 | 2nd and Main | | | \$0.00 | | | | | \$0.00 |
| 4 | | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| February | | | | | | | | | |
| 1 | Maple/Market | | | \$0.00 | | | | | \$0.00 |
| 2 | Ward and O'Brien | | | \$0.00 | | | | | \$0.00 |
| 3 | 2nd and Main | | | \$0.00 | | | | | \$0.00 |
| 4 | | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 5 | | | | \$0.00 | | | | | \$0.00 |
| March | | | | | | | | | |
| 1 | Mapleand Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| 2 | Ward and O'Brien | Weekly inspection | | \$0.00 | | | | | \$0.00 |
| 3 | 2nd and Main | | | \$0.00 | | | | | \$0.00 |
| April | | | | | | | | | |
| 1 | Maple/Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Ward and O'Brien | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Refresh mulch | 1.0 | \$16.00 | Labor | 1.0 | | | \$0.00 |
| | | Weed and grass control | Razor (2.5gal.) | \$58.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 4 | 2nd and Main | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 5 | 2nd & Grand | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| May | | | | | | | | | |
| 1 | Maple and Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.00 | \$15.68 | \$62.72 |
| 2 | Ward and O'Brien | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 3 | 2nd and Main | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 4 | 2nd & Grand | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 5 | Tudor Medians | | | \$0.00 | | | | | \$0.00 |
| June | | | | | | | | | |
| 1 | Maple and Market | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 2 | Ward and O'Brien | Weekly inspection | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| | | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 3 | 2nd and Main | Mowing | | \$0.00 | Mowings | | 4.0 | \$15.68 | \$62.72 |
| 4 | 2nd & Grand | Mowing | | \$0.00 | Mowings | | 4.0 | \$10.46 | \$41.84 |
| 5 | Tudor Medians | | | \$0.00 | | | | | \$0.00 |
| 1 | broken limbs, car wreck damage, contractor followups | | | \$0.00 | | 20.0 | | | \$0.00 |
| Total Materials | | | | \$70.95 | Total Labor | | | | \$1,568.40 |
| | | | | | Grand Total | | | | \$1,639.35 |

Schedule of Services

FY20

Attachment #11 Downtown

| MATERIALS | | | |
|-------------|-------|---------------|-------|
| Description | Units | Cost/ Unit | Total |

| LABOR | | | | |
|-------------|----------------|-----------------|---------------|-------|
| Description | Total Hours | # of Mowings | Cost/ Hour | Total |

| | | | | | | | | | |
|------------------|--|--|------------------|-----|------------|------------|-------|--|--------|
| <u>July</u> | | | | | | | | | |
| 1 | Downtown Trees | Weekly inspection of trees | | | | Labor | 4.0 | | \$0.00 |
| | | Apply insect control | Bifen IT (1gal.) | 2.0 | \$105.00 | Labor | 16.0 | | \$0.00 |
| | | Landfill charges | | 2.0 | \$5.00 | Labor | 2.0 | | \$0.00 |
| <u>August</u> | | | | | | | | | |
| 1 | Downtown Trees | Weekly inspection of trees | | | | Labor | 4.00 | | \$0.00 |
| <u>September</u> | | | | | | | | | |
| 1 | Downtown Trees | Weekly inspection of trees | | | | Labor | 4.00 | | \$0.00 |
| | | Apply insect control | Bifen IT (1gal.) | 0.5 | \$105.00 | Labor | 16.0 | | \$0.00 |
| | | Pruning of trees -Sept/Oct | KC Tree Care | 1.0 | \$5,000.00 | | | | \$0.00 |
| <u>October</u> | | | | | | | | | |
| 1 | Downtown Trees | Weekly inspection of trees | | | | Labor | 4.0 | | \$0.00 |
| | | Outlet, breaker, cord repair/replacement | | | | | | | \$0.00 |
| <u>November</u> | | | | | | | | | |
| 1 | Downtown Trees | Instal/mntc of Christmas lights - LSPR whips | | | | Labor | | | \$0.00 |
| | | Weekly inspection of trees | | | | Labor | 8.0 | | \$0.00 |
| | | Replacing whips for lights | | | | | | | \$0.00 |
| <u>December</u> | | | | | | | | | |
| 1 | Downtown Trees | Daily inspection of trees | | | | Labor | 16.0 | | \$0.00 |
| <u>January</u> | | | | | | | | | |
| 1 | Downtown Trees | Whip removal | | | | Labor | 0.0 | | \$0.00 |
| | | Daily inspection of trees | | | | Labor | 10.0 | | \$0.00 |
| <u>February</u> | | | | | | | | | |
| 1 | Downtown Trees | Continustion of pruning trees if needed | | | | | | | \$0.00 |
| | | Weekly inspections of trees | | | | Labor | 4.0 | | \$0.00 |
| <u>March</u> | | | | | | | | | |
| 1 | Downtown Trees | Weekly inspection of trees | | | | Labor | 4.00 | | \$0.00 |
| <u>April</u> | | | | | | | | | |
| 1 | Downtown Trees | Weekly inspections of trees | | | | Labor | 4.0 | | \$0.00 |
| <u>May</u> | | | | | | | | | |
| 1 | Downtown Trees | Weekly inspection of trees | | | | Labor | 4.0 | | \$0.00 |
| | | Apply insect control | Bifen IT (1gal.) | 1.0 | \$105.00 | Labor | 16.00 | | \$0.00 |
| <u>June</u> | | | | | | | | | |
| 1 | Downtown Trees | Weekly inspection of trees | | | | Labor | 4.00 | | \$0.00 |
| 1 | broken limbs, car wreck damage, contractor followups | | | | | Labor | 40.0 | | \$0.00 |
| Total Materials | | | | | 6.50 | \$5,377.50 | | | |
| Total Labor | | | | | 160.00 | \$0.00 | | | |

Grand Total **\$5,377.50**

Schedule of Services

FY20

Attachment #12 Cheddington and - HWY 150

| MATERIALS | | | | | LABOR | | | | |
|------------------|--|----------------------|---------------|---------|-------------|----------------|----------------|---------------|------------|
| | Description | Units | Cost/ Unit | Total | Description | Total Hours | #of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | | |
| 1 | Weekly inspections | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Mowing | | | \$0.00 | Mowing | | 4.0 | \$46.00 | \$184.00 |
| <u>August</u> | | | | | | | | | |
| 1 | Weekly inspections (1/4hr per week) | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Mowing | | | \$0.00 | Mowing | | 4.0 | \$46.00 | \$184.00 |
| | | | | \$0.00 | | | | | \$0.00 |
| <u>September</u> | | | | | | | | | |
| 1 | Fall Fertilizer | (15M) | 0.0 | \$17.00 | Labor | 0.00 | | | \$0.00 |
| 2 | Weekly inspections | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 3 | Mowing | | | | Mowing | | 4.0 | \$46.00 | \$184.00 |
| <u>October</u> | | | | | | | | | |
| 1 | Weekly inspections | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Mowing | | | \$0.00 | Mowing | | 4.0 | \$46.00 | \$184.00 |
| <u>November</u> | | | | | | | | | |
| 1 | Weekly inspections | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 2 | Mowing | | | \$0.00 | Mowing | | 2.0 | \$46.00 | \$92.00 |
| <u>December</u> | | | | | | | | | |
| 1 | Weekly inspections | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| | | | | \$0.00 | | | | | \$0.00 |
| <u>January</u> | | | | | | | | | |
| 1 | Weekly inspections | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| <u>February</u> | | | | | | | | | |
| 1 | Weekly inspections | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| <u>March</u> | | | | | | | | | |
| 1 | Weekly inspections | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| | | | | \$0.00 | | | | | \$0.00 |
| 3 | Weekly inspections | | | \$0.00 | Labor | 1.0 | | | \$0.00 |
| <u>April</u> | | | | | | | | | |
| 2 | Weekly inspections | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 3 | Mowing | | | \$0.00 | Mowing | | 4.0 | \$46.00 | \$184.00 |
| <u>May</u> | | | | | | | | | |
| 2 | Broadleaf leaf weed control | Speed Zone (2.5gal.) | 1.0 | \$63.00 | Labor | 6.0 | | | \$0.00 |
| 3 | Weekly inspections | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 4 | Mowing | | | \$0.00 | Mowing | | 4.0 | \$46.00 | \$184.00 |
| <u>June</u> | | | | | | | | | |
| 2 | Weekly inspections | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 3 | Mowing | | | \$0.00 | Mowing | | 4.0 | \$46.00 | \$184.00 |
| 4 | broken limbs, car wreck damage, contractor followups | | | \$0.00 | | | | | \$0.00 |
| Total Materials | | | | 1.00 | Total Labor | | | | |
| | | | | \$63.00 | | | | | \$1,380.00 |
| Grand Total | | | | | | | | | \$1,443.00 |

Schedule of Services

FY 20

Attachment #13 Tudor Road Median by LSPD

MATERIALS

| Description | Units | Cost/ Unit | Total |
|--|-------------------|---------------|----------|
| <u>July</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| 2 weeding | Arbor Masters 1.0 | \$450.00 | \$450.00 |
| <u>August</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| <u>September</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| pre-emergent/fert. | | | \$0.00 |
| 2 weeding | Arbor Masters | \$450.00 | \$450.00 |
| <u>October</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| 2 weeding | Arbor Masters 1.0 | \$450.00 | \$450.00 |
| <u>November</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| <u>December</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| <u>January</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| <u>February</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| <u>March</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| 2 pre-emergent/fert. | Arbor Masters 1.0 | \$165.00 | \$165.00 |
| 3 Weeding | | | \$0.00 |
| <u>April</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| 2 Mulching | Arbor Masters 1.0 | \$450.00 | \$450.00 |
| 3 pre-emergent/fert. | Arbor Masters 1.0 | \$165.00 | \$165.00 |
| <u>May</u> | | | |
| 1 Broadleaf leaf weed control | Arbor Masters 1.0 | \$165.00 | \$165.00 |
| 2 Weekly inspections | | | \$0.00 |
| 3 Weeding | Arbor Masters | \$450.00 | \$450.00 |
| <u>June</u> | | | |
| 1 Weekly inspections | | | \$0.00 |
| 2 Weeding | Arbor Masters | \$450.00 | \$450.00 |
| 3 broken limbs, car wreck damage, contractor followups | | | \$0.00 |

Total Materials 6.00

\$3,195.00

LABOR

| Description | Total Hours | #of Mowings | Cost/ Hour | Total |
|------------------|----------------|----------------|---------------|--------|
| <u>July</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>August</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>September</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>October</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>November</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>December</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>January</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>February</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>March</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| Labor | | | | \$0.00 |
| Labor | 5.0 | | | \$0.00 |
| <u>April</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| <u>May</u> | | | | |
| Labor | 4.0 | | | \$0.00 |
| Labor | | | | \$0.00 |
| <u>June</u> | | | | |
| Labor | 5.0 | | | \$0.00 |
| Labor | | | | \$0.00 |
| | 10.0 | | | \$0.00 |

Total Labor 74.00

\$0.00

Grand Total \$3,195.00

Schedule of Services

FY 20

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

| MATERIALS | | | | LABOR | | | | |
|--|-------|---------------|----------|-------------|----------------|----------------|---------------|--------|
| Description | Units | Cost/ Unit | Total | Description | Total Hours | #of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | |
| 1 Trash pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Mowing | 2.0 | \$60.00 | \$120.00 | | | | | |
| <u>August</u> | | | | | | | | |
| 1 Trash pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Mowing | 2.0 | \$60.00 | \$120.00 | | | | | |
| <u>September</u> | | | | | | | | |
| 1 Weekly inspections | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Mowing | 2.0 | \$60.00 | \$120.00 | | | | | |
| 4 Weed control | | | | Labor | | | | |
| <u>October</u> | | | | | | | | |
| 1 Trash pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Mowing | 2.0 | \$60.00 | \$120.00 | | | | | |
| 4 Overseeding | | | \$0.00 | Labor | | | | |
| <u>November</u> | | | | | | | | |
| 1 Trash pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Mowing | | | \$0.00 | | | | | |
| <u>December</u> | | | | | | | | |
| 1 Trash Pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Tree trimming | | | \$0.00 | Labor | | | | |
| <u>January</u> | | | | | | | | |
| 1 Trash Pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| <u>February</u> | | | | | | | | |
| 1 Trash Pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Native Seeding | | | \$0.00 | Labor | | | | |
| <u>March</u> | | | | | | | | |
| 1 Trash Pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 4 Mowing | | | \$0.00 | | | | | \$0.00 |
| 2 pre-emergent/fert. | | | \$0.00 | | | | | \$0.00 |
| <u>April</u> | | | | | | | | |
| 1 Trash pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Mowing | 2.0 | \$60.00 | \$120.00 | | | | | \$0.00 |
| 4 Weed control | | | | Labor | | | | |
| <u>May</u> | | | | | | | | |
| 1 Trash pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | | Labor | | | | |
| 3 Broadleaf leaf weed control | | | \$0.00 | | | | | \$0.00 |
| 4 Mowing | 2.0 | \$60.00 | \$120.00 | | | | | |
| <u>June</u> | | | | | | | | |
| 1 Trash pickup | | | \$0.00 | Labor | | | | \$0.00 |
| 2 Monthly inspection | | | \$0.00 | Labor | | | | \$0.00 |
| 3 Fertilizer | | | \$0.00 | | | | | \$0.00 |
| 4 Weed control | | | | Labor | | | | |
| 5 Mowing | 2.0 | \$60.00 | \$120.00 | | | | | \$0.00 |
| 1 broken limbs, car wreck damage, contractor followups | | | | Labor | | | | |
| Total Materials | | | | Total Labor | | | | |
| 14.00 | | | | 0.00 | | | | |
| \$840.00 | | | | \$0.00 | | | | |
| | | | | Grand Total | | | | |
| | | | | \$840.00 | | | | |

Schedule of Services

FY 20

Amended Attachment #15 50 Hwy and Blackwell Roundabouts

| MATERIALS | | | | | LABOR | | | | |
|------------------|-----------------------------|----------|---------------|------------|-------------|----------------|----------------|---------------|-------------|
| | Description | Units | Cost/ Unit | Total | Description | Total Hours | #of Mowings | Cost/ Hour | Total |
| <u>July</u> | | | | | | | | | |
| 1 | Trash pickup | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Mowing | | \$0.00 | \$0.00 | Mowing | | 4.00 | \$ 252.00 | \$1,008.00 |
| 4 | Weed Control/ Round up | Rosehill | 4.0 | \$78.50 | | | | | |
| <u>August</u> | | | | | | | | | |
| 1 | Trash pickup | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Mowing | | \$0.00 | \$0.00 | Mowing | | 4.00 | \$ 252.00 | \$1,008.00 |
| <u>September</u> | | | | | | | | | |
| 1 | Weekly inspections | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Mowing | | \$0.00 | \$0.00 | Mowing | | 4.00 | \$ 252.00 | \$1,008.00 |
| 4 | Weed control | Rosehill | 1.0 | \$320.88 | Labor | 0.0 | | | |
| <u>October</u> | | | | | | | | | |
| 1 | Trash pickup | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Mowing | | \$0.00 | \$0.00 | Mowing | | 4.00 | \$ 252.00 | \$1,008.00 |
| 4 | Fertilizer | Rosehill | 1.0 | \$320.88 | Labor | 0.0 | | | |
| <u>November</u> | | | | | | | | | |
| 1 | Trash pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Mowing | | \$0.00 | \$0.00 | Mowing | | 2.00 | \$ 252.00 | \$504.00 |
| <u>December</u> | | | | | | | | | |
| 1 | Trash Pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Tree trimming | | \$0.00 | \$0.00 | Labor | 0.0 | | | |
| | Winter fertilizer | Rosehill | 1.0 | \$320.88 | | | | | |
| <u>January</u> | | | | | | | | | |
| 1 | Trash Pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| <u>February</u> | | | | | | | | | |
| 1 | Trash Pickup | | | \$0.00 | Labor | 2.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Native Seeding | | \$0.00 | \$0.00 | Labor | 0.0 | | | |
| <u>March</u> | | | | | | | | | |
| 1 | Trash Pickup | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 3 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 4 | Mowing | | \$0.00 | \$0.00 | Mowing | | | | \$0.00 |
| 2 | Spring Clean up | Rosehill | 1.0 | \$720.00 | | | | | \$0.00 |
| 4 | Preemergent | Rosehill | 2.0 | \$225.00 | | | | | |
| <u>April</u> | | | | | | | | | |
| 1 | Trash pickup | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Mowing | | \$0.00 | \$0.00 | Mowing | | 4.00 | \$ 252.00 | \$1,008.00 |
| 4 | Weed control and Fertilizer | Rosehill | 1.0 | \$320.88 | Labor | 0.0 | | | |
| | Mulch installation | Rosehill | 1.0 | ##### | | | | | |
| <u>May</u> | | | | | | | | | |
| 1 | Trash pickup | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Broadleaf leaf weed contro | Rosehill | 1.0 | \$320.88 | | | | | \$0.00 |
| 4 | Mowing | | \$0.00 | \$0.00 | Mowing | | 4.00 | \$ 252.00 | \$1,008.00 |
| 5 | Weed Control Round Up | Rosehill | 4.0 | \$78.50 | | | | | |
| <u>June</u> | | | | | | | | | |
| 1 | Trash pickup | | | \$0.00 | Labor | 3.0 | | | \$0.00 |
| 2 | Monthly inspection | | | \$0.00 | Labor | 0.0 | | | \$0.00 |
| 3 | Fertilizer | | \$0.00 | \$0.00 | | | | | \$0.00 |
| 4 | Weed control | Rosehill | 1.0 | \$320.88 | Labor | 0.0 | | | |
| 5 | Mowing | | \$0.00 | \$0.00 | Mowing | | 4.00 | \$ 252.00 | \$1,008.00 |
| 6 | Weed Control Round up | Rosehill | 4.0 | \$78.50 | | | | | |
| <u>July</u> | | | | | | | | | |
| 1 | Misc | | | | | | | | |
| Total Materials | | | | 18.00 | Total Labor | | | | 32.00 |
| | | | | \$7,517.28 | | | | | \$7,560.00 |
| Grand Total | | | | | | | | | \$15,077.28 |

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 | 728 | 58% |
| Maintenance Supervisor | 416 | 33% |
| Supt. of Park Operations | 104 | 8% |
| | 1,248 | 100% |

TABLE 2
Overhead Allocation by Department FY20

| 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 | 48,348 | 1,244 | 66,753 | 18,269 | 9,299 | 1,250 | 2,827 | - | 147,990 | 14,799 | 162,789 |
| Total Grounds Maintenance | 48,348 | 1,244 | 66,753 | 18,269 | 9,299 | 1,250 | 2,827 | - | 147,990 | 14,799 | 162,789 |

| 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 | 57,485 | 75,591 | 26,606 | 13,650 | 8,283 | 4,000 | 1,200 | - | 186,815 | 18,682 | 205,497 |
| Total Cemetery Budget | 57,485 | 75,591 | 26,606 | 13,650 | 8,283 | 4,000 | 1,200 | - | 186,815 | 18,682 | 205,497 |
| Total Grounds Maintenance and Cemetery | 105,833 | 76,835 | 93,359 | 31,919 | 17,582 | 5,250 | 4,027 | - | 334,805 | 33,481 | 368,286 |

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|---|----|------------------------------|-----------------------------------|--------------------------------|--|---|---|------------|
| REVENUES | | | | | | | | |
| SERVICES | | | | | | | | |
| 4423 | 0 | Grave Openings | \$ 52,450 | \$ 71,500 | \$ 71,500 | \$ 75,925 | \$ 75,925 | |
| 4424 | 0 | Monument Footings | 8,572 | 9,288 | 9,288 | 10,424 | 10,424 | |
| 4425 | 0 | Monument Engraving | - | - | - | - | - | |
| 4426 | 0 | Flaggings | 1,700 | 1,800 | 1,800 | 1,000 | 1,000 | |
| 4441 | 0 | Misc Services | 653 | - | - | - | - | |
| 4446 | 0 | Other Revenue | 57 | - | - | - | - | |
| Total Services | | | \$ 63,432 | \$ 82,588 | \$ 82,588 | \$ 87,349 | \$ 87,349 | \$0 |
| MATRL & FUEL-Material and fuel sales | | | | | | | | |
| 4508 | 0 | Monument Sales | \$ 40,203 | \$ 72,000 | \$ 72,000 | \$ 70,536 | \$ 70,536 | |
| Total MATRL & FUEL-Material and fuel sales | | | \$ 40,203 | \$ 72,000 | \$ 72,000 | \$ 70,536 | \$ 70,536 | \$0 |
| INTEREST ON INVESTMENTS | | | | | | | | |
| 4600 | 0 | Interest on Investments | \$ 18,482 | \$ 9,100 | \$ 9,100 | \$ 9,000 | \$ 9,000 | |
| 4601 | 0 | Mark to Market Adjustment | (10,199) | - | - | - | - | |
| Total Interest on Investments | | | \$ 8,283 | \$ 9,100 | \$ 9,100 | \$ 9,000 | \$ 9,000 | \$0 |
| MISCELLANEOUS | | | | | | | | |
| 4716 | 0 | Refunds & Reimbursements | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 4717 | 0 | Discounts | - | - | - | - | - | |
| Total Miscellaneous | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$0 |
| TRANSFERS FROM OTHER FUNDS | | | | | | | | |
| 515 | 26 | Transfer from Fund 026 | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Total Transfers from Other Funds | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$0 |
| PROPERTY SALES | | | | | | | | |
| 4801 | 0 | Sale of Personal Property | \$ 63,000 | \$ 41,000 | \$ 27,000 ¹ | \$ 42,000 | \$ 42,000 | |
| Total Property Sales | | | \$ 63,000 | \$ 41,000 | \$ 27,000 | \$ 42,000 | \$ 42,000 | \$0 |
| TOTAL REVENUES | | | \$ 174,918 | \$ 204,688 | \$ 190,688 | \$ 208,885 | \$ 208,885 | \$0 |
| EXPENDITURES | | | | | | | | |
| PERSONNEL SERVICES | | | | | | | | |
| 7000 | 0 | Salaries - Regular | \$ 34,611 | \$ 35,205 | \$ 35,205 | \$ 36,324 | \$ 36,324 | |
| 7002 | 0 | Overtime | 11 | - | - | - | - | |
| 7008 | 0 | Short Term Disability | 47 | 50 | 50 | 45 | 45 | |
| 7009 | 0 | FICA - Employer | 2,131 | 2,183 | 2,183 | 2,252 | 2,252 | |
| 7011 | 0 | Medicare Deduction | 498 | 510 | 510 | 527 | 527 | |
| 7014 | 0 | Communication Allowance | 369 | 294 | 294 | 294 | 294 | |
| 7015 | 0 | Health/Dental Insurance | 8,861 | 10,791 | 10,791 | 10,605 | 10,605 | |
| 7018 | 0 | Life Insurance | 76 | 106 | 106 | 109 | 109 | |
| 7019 | 0 | Worker's Compensation | 4,049 | 4,049 | 3,653 | 3,600 | 3,600 | |
| 7020 | 0 | Long Term Disability | 113 | 183 | 183 | 189 | 189 | |
| 7021 | 0 | Unemployment Insurance | 60 | 60 | 60 | 54 | 54 | |
| 7023 | 0 | LAGERS - Retirement | 3,623 | 3,661 | 3,661 | 3,487 | 3,487 | |
| Total Personnel Services | | | \$ 54,449 | \$ 57,092 | \$ 56,696 | \$ 57,486 | \$ 57,486 | \$0 |
| SUPPLIES AND OTHER SERVICES | | | | | | | | |
| 7200 | 0 | Advertising Exp | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 7203 | 0 | Insurance Expense | 908 | 573 | 573 | 592 | 592 | |
| 7206 | 0 | Printing Expense | - | - | - | - | - | |
| 7207 | 0 | Professional Fees | 39,339 | 53,534 | 53,534 | 54,106 | 54,106 | |
| 7213 | 0 | Rentals & Leases | 8,249 | 800 | 800 | 800 | 800 | |
| 7221 | 0 | Sanitation Services | - | 500 | 500 | 500 | 500 | |
| 7249 | 0 | Consumable Tools | 254 | 400 | 400 | 200 | 200 | |
| 7258 | 0 | Telephone | 572 | 668 | 668 | 668 | 668 | |
| 7259 | 0 | Mobile Telephone | 44 | 130 | 130 | 130 | 130 | |
| 7260 | 0 | Asphalt | - | - | - | - | - | |
| 7261 | 0 | Concrete | - | - | 1,084 | 800 | 800 | |
| 7262 | 0 | Rock & Gravel | - | - | - | - | - | |
| 7264 | 0 | Other Construction Materials | 25,898 | 44,374 | 43,290 | 42,301 | 42,301 | |
| 7269 | 0 | Special Apparel | 192 | - | - | - | - | |
| 7270 | 0 | Office Supplies | 299 | 500 | 500 | 400 | 400 | |

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY20

| | | | Prior Year Actual FY2017-18 | Current Budget FY2018-19 | Current Year Projected FY2018-19 | Maint Budget Request FY2019-20 | Total Budget Request FY2019-20 | Expansion |
|--|---|------------------------|-----------------------------------|--------------------------------|--|---|---|------------|
| 7271 | 0 | Chemical Supplies | - | - | - | - | - | |
| 7273 | 0 | Janitorial Supplies | 37 | 200 | 200 | 200 | 200 | |
| 7285 | 0 | Bancard Fees | 2,165 | 1,500 | 1,500 | 1,500 | 1,500 | |
| Total Supplies and Other Services | | | \$ 77,957 | \$ 103,179 | \$ 103,179 | \$ 102,197 | \$ 102,197 | \$0 |
| MAINTENANCE & REPAIRS | | | | | | | | |
| 7300 | 0 | M & R Buildings | \$ 749 | \$ 700 | \$ 700 | \$ 250 | \$ 250 | |
| 7301 | 0 | M & R Grounds | 1,302 | 3,770 | 3,770 | 3,383 | 3,383 | |
| 7303 | 0 | M & R Office Equipment | - | - | - | - | - | |
| 7304 | 0 | M & R Dp Equipment | - | - | - | - | - | |
| 7305 | 0 | M & R Vehicle | 449 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 7306 | 0 | M & R Other Equipment | 9 | - | - | - | - | |
| 7307 | 0 | Software | 3,650 | 3,650 | 3,650 | 3,650 | 3,650 | |
| Total Maintenance & Repairs | | | \$ 6,159 | \$ 9,120 | \$ 9,120 | \$ 8,283 | \$ 8,283 | \$0 |
| UTILITIES | | | | | | | | |
| 7401 | 0 | Natural Gas | \$ 876 | \$ 900 | \$ 900 | \$ 900 | \$ 900 | |
| 7403 | 0 | Electricity | 2,362 | 2,600 | 2,600 | 2,600 | 2,600 | |
| 7407 | 0 | Water/Sewer | 386 | 450 | 450 | 500 | 500 | |
| Total Utilities | | | \$ 3,624 | \$ 3,950 | \$ 3,950 | \$ 4,000 | \$ 4,000 | \$0 |
| FUEL & LUBRICANTS | | | | | | | | |
| 7500 | 0 | Fuel/Lubricants | \$ 589 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 | |
| Total Fuel & Lubricants | | | \$ 589 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$0 |
| CONSTRUCTION | | | | | | | | |
| 8506 | 0 | Construction Materials | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Total Construction | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$0 |
| INTERDEPARTMENT CHARGE | | | | | | | | |
| 9000 | 0 | ITS Overhead | \$ 11,912 | \$ 10,065 | \$ 10,065 | \$ 11,000 | \$ 11,000 | |
| 9001 | 0 | Fleet Overhead | 3,950 | - | - | 1,234 | 1,234 | |
| 9002 | 0 | GIS Overhead | - | - | - | - | - | |
| 9004 | 0 | MERP | 636 | 635 | 635 | 733 | 733 | |
| 9005 | 0 | VERP Payment | 26 | 252 | 252 | 635 | 635 | |
| 9007 | 0 | SLERP Payment | 70 | 292 | 292 | 48 | 48 | |
| Total Interdepartment Charge | | | \$ 16,594 | \$ 11,244 | \$ 11,244 | \$ 13,650 | \$ 13,650 | \$0 |
| TRANSFERS | | | | | | | | |
| 9101 | 0 | Transfer to Parks | \$ 20,508 | \$ 18,578 | \$ 18,578 | \$ 18,682 | \$ 18,682 | |
| Total Transfers | | | \$ 20,508 | \$ 18,578 | \$ 18,578 | \$ 18,682 | \$ 18,682 | \$0 |
| TOTAL EXPENDITURES | | | \$ 179,880 | \$ 204,363 | \$ 203,967 | \$ 205,498 | \$ 205,498 | \$0 |
| NET | | | \$ (4,962) | \$ 325 | \$ (13,279) | \$ 3,387 | \$ 3,387 | \$0 |
| Percent Recovery | | | 97.24% | 100.16% | 93.49% | 101.65% | 101.65% | |

Footnotes

¹ The decrease in Sale of Property is related to not selling graves for a period of time.

FULL TIME STAFF COMPENSATION 2019/2020 SCHEDULE

| | | 2019-2020 Annualized Salary Range | |
|-------|---|--------------------------------------|-----------------|
| Title | | | |
| AS-1 | Service Representative I (3) | \$ 31,922.82 | - \$ 47,884.23 |
| FO-1 | Park Specialist (2) Facility Maintenance Specialist (4) | | |
| AS-2 | Administrative Services Coordinator (1) | \$ 34,519.77 | \$ 51,779.66 |
| FO-2 | Skilled Park Specialist (2) | \$ 34,854.00 | \$ 52,281.00 |
| REC-1 | Recreation Supervisor I (5) Aquatics Supervisor (1) | \$ 35,555.13 | - \$ 53,332.69 |
| FO-3 | Senior Park Specialist (4) | \$ 37,000.09 | - \$ 55,550.13 |
| AS-3 | Marketing Coordinator (1) | \$ 38,649.95 | - \$ 57,974.93 |
| FO-4 | Master Park Specialist (6) | \$ 39,146.18 | - \$ 58,719.27 |
| REC-2 | Recreation Supervisor II (0) | \$ 39,593.83 | - \$ 59,390.75 |
| FO-5 | Facility Maintenance Supervisor (2) Park Maintenance Supervisor (1) | \$ 43,001.80 | - \$ 64,502.70 |
| MCP-1 | Administration Analyst (1) Legacy Park Community Center Assistant Manager (1) | \$ 43,513.28 | - \$ 65,269.92 |
| REC-3 | Recreation Supervisor III (0) | \$ 43,632.53 | - \$ 65,448.80 |
| MCP-2 | Harris Park Community Center Manager (1) Gamber Community Center Manager (1) Legacy Park Community Center Manager (1) Aquatics Manager (1) Park Operations Manager (1) Assistant Superintendent of Park Construction (1) | \$ 52,505.50 | - \$ 78,758.26 |
| MCP-3 | Assistant Superintendent of Recreation (1) | \$ 57,071.20 | - \$ 85,606.80 |
| MCP-4 | Superintendent of Park Planning & Construction (1) Superintendent of Park Operations (1) Superintendent of Recreation (1) Superintendent of Legal Services & Human Resources (1) | \$ 64,917.60 | - \$ 97,376.40 |
| MCP-5 | Superintendent of Recreation II (1) Superintendent of Administration II (1) | \$ 67,395.18 | - \$ 101,092.77 |

Unclassified--Administrator of Parks and Recreation (1)

PART TIME STAFF STARTING PAY SCHEDULE
BY DIVISION

| DIVISION | POSITION | FY19 | Dec. | FY19 | FY20 Request | FY20 Request |
|-------------------------------------|--|-------------------|------|-------------------|-------------------|-------------------|
| | | (Jul. 1, 2018 to | | (Jan. 1, 2019 to | (Jul. 1, 2019 to | (Jan. 1, 2020 to |
| | | 31, 2018) | | Jun. 30, 2019) | Dec. 31, 2019) | 30, 2020) |
| | | (Per Hour) | | (Per Hour) | (Per Hour) | (Per Hour) |
| ADMINISTRATION | | | | | | |
| | Administrative Services Assistant | \$10 - \$12.50 | | \$10 - \$12.50 | \$10 - \$12.50 | \$10 - \$12.50 |
| PARKS | | | | | | |
| | Park Specialist - Seasonal | \$8.50 | | \$8.60 | \$8.60 | \$9.45 |
| | Park Operations - Site Supervisor | \$10.00 | | \$10.00 | \$10.00 | \$10.00 |
| GAMBER CENTER | | | | | | |
| | Dance Instructor | \$15.00 | | \$15.00 | \$15.00 | \$15.00 |
| | Facility Supervisors | \$8.75 | | \$9.50 | \$9.50 | \$10.00 |
| | Facility Supervisors-after hours | \$10.00 | | \$10.00 | \$10.00 | \$10.00 |
| | Service Representatives | \$7.80 | | \$8.60 | \$8.60 | \$9.45 |
| | Custodians | \$8.50 | | \$8.60 | \$8.60 | \$9.45 |
| | Fitness Instructors (Land) | \$22.00 | | \$22.00 | \$22.00 | \$22.00 |
| | Security | \$43.00 | | \$43.00 | \$43.00 | \$43.00 |
| LEGACY PARK COMMUNITY CENTER (LPCC) | | | | | | |
| | Service Representative | \$8.50 | | \$9.00 | \$9.00 | \$9.85 |
| | Facility Supervisors | \$11.00 | | \$11.00 | \$11.00 | \$11.25 |
| | Custodian | \$8.50 | | \$8.60 | \$8.60 | \$9.45 |
| | Gym/Weight Room Attendant | \$7.85 | | \$8.60 | \$8.60 | \$9.45 |
| | Floor Trainers-Weight Room | \$10.00 | | \$10.00 | \$10.00 | \$10.00 |
| | Child Care Attendant | \$7.85 | | \$8.60 | \$8.60 | \$9.45 |
| | Lifeguard | \$8.25 | | \$8.75 | \$8.75 | \$9.60 |
| | Head Lifeguard | \$9.50 | | \$10.50 | \$10.50 | \$10.75 |
| | Swim Instructors I | \$8.25 | | \$8.75 | \$8.75 | \$9.60 |
| | Swim Instructors II | \$8.50 | | \$8.85 | \$8.85 | \$9.75 |
| | Private Swim Lesson Instructor (non-cert/cert) | \$8.25 - \$8.50 | | \$8.60 - \$8.85 | \$8.60 - \$8.85 | \$9.45 - \$9.75 |
| | Swim Lesson Coordinator | \$13.50 | | \$13.50 | \$13.50 | \$13.50 |
| | Security | \$43.00 | | \$43.00 | \$43.00 | \$43.00 |
| | Fitness Instructors (Land) | \$15.00 - \$23.00 | | \$17.00 - \$23.00 | \$17.00 - \$23.00 | \$17.00 - \$23.00 |
| | Fitness Instructors (Water) | \$15.00 - \$23.00 | | \$17.00 - \$23.00 | \$17.00 - \$23.00 | \$17.00 - \$23.00 |
| | Personal Trainers | \$25.00 | | \$25.00 | \$25.00 | \$25.00 |
| | HEED Instructor | \$10.00 | | \$10.00 | \$10.00 | \$10.00 |
| | RevUp Exercise Specialist | \$37.50 | | \$37.50 | \$37.50 | \$37.50 |
| LONGVIEW COMMUNITY CENTER (LVCC) | | | | | | |
| | Service Representative | \$8.50 | | \$9.00 | \$9.00 | \$9.85 |
| | Facility Supervisors | \$11.00 | | \$11.00 | \$11.00 | \$11.25 |
| | Custodian | \$8.50 | | \$8.60 | \$8.60 | \$9.45 |
| | Gym/Weight Room Attendant | \$7.85 | | \$8.60 | \$8.60 | \$9.45 |
| | Floor Trainers-Weight Room | \$10.00 | | \$10.00 | \$10.00 | \$10.00 |
| | Child Care Attendant | \$7.85 | | \$8.60 | \$8.60 | \$9.45 |
| | Lifeguard | \$8.25 | | \$8.75 | \$8.75 | \$9.60 |
| | Head Lifeguard | \$9.50 | | \$10.50 | \$10.50 | \$10.75 |
| | Swim Instructors I | \$8.25 | | \$8.75 | \$8.75 | \$9.60 |
| | Swim Instructors II | \$8.50 | | \$8.85 | \$8.85 | \$9.75 |
| | Private Swim Lesson Instructor (non-cert/cert) | \$8.25 - \$8.50 | | \$8.60 - \$8.85 | \$8.60 - \$8.85 | \$9.45 - \$9.75 |
| | Swim Lesson Coordinator | \$13.50 | | \$13.50 | \$13.50 | \$13.50 |
| | Security | \$43.00 | | \$43.00 | \$43.00 | \$43.00 |
| | Fitness Instructors (Land) | \$15.00 - \$23.00 | | \$17.00 - \$23.00 | \$17.00 - \$23.00 | \$17.00 - \$23.00 |
| | Fitness Instructors (Water) | \$15.00 - \$23.00 | | \$17.00 - \$23.00 | \$17.00 - \$23.00 | \$17.00 - \$23.00 |
| | Personal Trainers | \$25.00 | | \$25.00 | \$25.00 | \$25.00 |
| | HEED Instructor | \$10.00 | | \$10.00 | \$10.00 | \$10.00 |
| | RevUp Exercise Specialist | \$37.50 | | \$37.50 | \$37.50 | \$37.50 |

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

| DIVISION | POSITION | FY19 | Dec. | FY19 | FY20 Request | FY20 Request | |
|---------------------------------|--|------------------|-----------|------------------|------------------|------------------|-----------|
| | | (Jul. 1, 2018 to | | (Jan. 1, 2019 to | (Jul. 1, 2019 to | (Jan. 1, 2020 to | |
| | | | 31, 2018) | | Jun. 30, 2019) | Dec. 31, 2019) | 30, 2020) |
| | | (Per Hour) | | (Per Hour) | (Per Hour) | (Per Hour) | |
| SUMMIT WAVES | | | | | | | |
| | Welcome Desk/Food & Beverage Manager | \$10.25 | | \$10.75 | \$10.75 | \$10.75 | |
| | Assistant Facility Manager | \$13.50 | | \$13.50 | \$13.50 | \$13.50 | |
| | Head Lifeguard | \$10.25 | | \$10.50 | \$10.50 | \$10.75 | |
| | Lifeguard | \$8.25 | | \$8.75 | \$8.75 | \$9.60 | |
| | Service Representative | \$9.00 | | \$9.00 | \$9.00 | \$9.85 | |
| | Concession Attendant | \$7.85 | | \$8.60 | \$8.60 | \$9.45 | |
| | Deck Attendant | \$7.85 | | \$8.60 | \$8.60 | \$9.45 | |
| | Security | \$43.00 | | \$43.00 | \$43.00 | \$43.00 | |
| | Swim Lesson Coordinator | \$13.50 | | \$13.50 | \$13.50 | \$13.50 | |
| | Swim Instructors I (AM/PM) | \$8.25 | | \$8.75 | \$8.75 | \$9.60 | |
| | Swim Instructors II (AM/PM) | \$8.50 | | \$8.85 | \$8.85 | \$9.75 | |
| | Private Swim Lesson Instructor (non-cert/cert) | \$8.25 - \$8.50 | | \$8.60 - \$8.85 | \$8.60 - \$8.85 | \$9.60 - \$9.75 | |
| CAMP SUMMIT | | | | | | | |
| | Camp Manager | \$11.00 | | \$11.00 | \$11.00 | \$11.45 | |
| | Camp Nurse | \$20.00 | | \$20.00 | \$20.00 | \$20.00 | |
| | Assistant Camp Manager | \$9.50 | | \$9.50 | \$9.50 | \$10.45 | |
| | Camp Service Representative | \$8.50 | | \$8.60 | \$8.60 | \$9.45 | |
| | Counselor (camp, support & school break) | \$7.85 | | \$8.60 | \$8.60 | \$9.45 | |
| HARRIS PARK COMMUNITY CENTER | | | | | | | |
| | Facility Supervisor | \$8.50 | | \$9.50 | \$9.50 | \$9.95 | |
| | Service Representative | \$7.85 | | \$8.60 | \$8.60 | \$9.45 | |
| | Custodians | \$8.50 | | \$8.60 | \$8.60 | \$9.45 | |
| INSTRUCTIONAL (YOUTH AND ADULT) | | | | | | | |
| | Itty Bitty/Pee Wee Site Supervisor | \$8.00 | | \$8.60 | \$8.60 | \$9.45 | |
| | Hartman Park Site Supervisor | \$10.00 | | \$10.00 | \$10.00 | \$10.45 | |
| | Instructors | \$10.00 | | \$10.00 | \$10.00 | \$10.00 | |
| | Kickball Referee | \$18.00 | | \$18.00 | \$18.00 | \$18.00 | |
| | Concession Attendant | \$7.85 | | \$8.60 | \$8.60 | \$9.45 | |
| ATHLETICS | | | | | | | |
| | Basketball Referee I | \$13.00 | | \$13.00 | \$13.00 | \$13.00 | |
| | Basketball Referee II | \$15.00 | | \$15.00 | \$15.00 | \$15.00 | |
| | Basketball Referee III | \$18.00 | | \$18.00 | \$18.00 | \$18.00 | |
| | Basketball Referee IV | \$20.00 | | \$20.00 | \$20.00 | \$20.00 | |
| | Kickball Official | \$18.00 | | \$18.00 | \$18.00 | \$18.00 | |
| | Volleyball Official I | \$15.00 | | \$15.00 | \$15.00 | \$15.00 | |
| | Volleyball Official II | \$16.00 | | \$16.00 | \$16.00 | \$16.00 | |
| | Itty Bitty Instructor | \$8.75 | | \$8.75 | \$8.75 | \$9.45 | |
| | Scorekeeper | \$7.85 | | \$8.60 | \$8.60 | \$9.45 | |
| | Youth Instructor | \$20.00 | | \$20.00 | \$20.00 | \$20.00 | |
| FESTIVALS | | | | | | | |
| | Event Staff | \$8.00 | | \$8.60 | \$8.60 | \$9.45 | |
| AMPHITHEATER | | | | | | | |
| | Event Staff | \$8.00 | | \$8.60 | \$8.60 | \$9.45 | |
| | Concession Attendant | \$8.00 | | \$8.60 | \$8.60 | \$9.45 | |
| | Gate Attendant | \$8.00 | | \$8.60 | \$8.60 | \$9.45 | |
| | Parking Attendant | \$8.00 | | \$8.60 | \$8.60 | \$9.45 | |



TRAINING AND LICENSING PLAN 2019-2020

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 | 2018/2019 | 2019/2020 |
|-------------------------------------|--------------------------------------|--|---|--------------------|------------------------------------|
| 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 | MRPA |
| Administrator of Parks & Recreation | NRPA, ABC, FA, CPR, | CPRE certification | position | NRPA | NRPA |
| | NIRSA, CPO, AFO, CD, | | | WS | WS |
| | MMS, CPRP, RS, AED, | | | | |
| | Director's School Yr 1 and | | | | |
| | Yr 2 | | | | |
| | | | Oversee acquisition, | | |
| | | | planning and | | |
| | | | construction of a | | |
| | | | local park system | | |
| Carole Culbertson | BS, Accounting and | Advanced Excel | Continued management of Administrative group/succession plan. Seek improved processes, evaluate tasks to assure being performed at the appropriate level. | WS | WS |
| Superintendent - | Finance, CPA (Certified | Rectrac Training | | | |
| Administration | Public Accountant), NRPA | | | RecTrac User Group | RecTrac User Group |
| | Director's School, MPRA | | | | |
| Jackie McCormick Heanue | Bachelor's Business Administration | Continuing Legal Education Credits | Continue in current position/succession plan | CPR, FA, AED | Continuing Legal Education Credits |
| Superintendent Legacy Services | Master's Business Administration | | Obtain CPRP | | MPRA |
| and Human Resources | Juris Doctor | | | | |
| | | | | | |
| Mathew Garrett | Bachelor's Business Administration | MOS Excel 2016 | Continue learning in current position | WS | WS |
| Administration Analyst | MOS (Microsoft Office Specialist) in | MOS Word 2016 | with potential for growth | RecTrac User Group | RecTrac User Group |
| | Excel 2013 and Word 2010 | MOS Excel Expert 2016 | | | MOS Excel 2016 |
| | | Rectrac Training | Retrac Training (VSI) | | MOS Word 2016 |
| | | | | | |
| Dana Thurber | CPR, FA, AED, CT | Advanced Excel, Advanced Word, | | WS | WS |
| Administrative Services Coordinator | LDI, MPRA | Adobe | | RecTrac User Group | RecTrac User Group |
| | | SMS | | | MOS Excel 2016 |
| | | | | | MOS Word 2016 |
| Collin McCage | BS, Broadcasting | Hootsuite Social Marketing Certification | Increase Community awareness of | | Hootsuite Social |
| Marketing Coordinator | | Adobe Certification | LSPR programs and facilities | CPR, FA, AED | Marketing Certification |
| | | Copywriting Seminar | Marketing Manager (supervise part-time) | | Copywriting Seminar |
| | | Digital Summit | | | Digital Summit |
| | | | | | |



TRAINING AND LICENSING PLAN 2019-2020

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 | 2018/2019 | 2019/2020 |
|---|--|--|---|----------------------|---|
| Steve Casey Superintendent of Planning and Construction | BLA, RLA, ASLA, MPRA MTS, ABC, CPR, FA ASLA Conference CPTED MMS LLS NRPA Supervisor School | Maintain state professional licensure through continuing education (30 hours/2 years) Attend local, state and national conference that are relevant to job and assist in meeting licensure requirements Expand computer training and knowledge base Use of tools to assist and improve presentation graphics, design and construction documents. SMS, NRPA, MPRA | Be at forefront of implementing "green" and sustainable designs in P&R facility planning. Improve efficiency in design role through use of computer technology. | WS | MPRA or NPRA conf. ASLA conf. |
| Steve Thomas Asst Superintendent Park Construction | BS in Business Management MMS | Computer training, NRPA, MPRA, SMS MMS CPR | Superintendent of Park Construction CPRP LLS | MMS - 2nd year WS | NRPA, SMS, LLS |
| Brooke Chestnut Superintendent of Park Operations | International Society of Arboriculture (ISA) certified arborist Utilities Specialist through International Society of Arboriculture Hazard Tree Certified BS- Wildlife Conservation and Management MMS | SMS Director's School MPRA | CPRP | MMS - 2nd year WS | CEU's - ISA Certification Mainet SMS |
| Andy Carr Park Operations Manager | BS Parks & Recreation, CDI, CPA, LDI MMS | STMA, SMS, NRPA, MPRA Director's School | Superintendent CPRP LLS | STMA WS | LLS |
| Michael Cox Park Maintenance Supervisor | Bachelors Degree in Parks MMS | MMS, MPRA, NPRA FA CPR | MMS | WS | MMS |
| Kevin Brackman Master Park Specialist | BS, MMS, SMS, CPR, FA, MPRA | CPR | Continue high skilled support in all areas. | WS | WS |
| Rob Hemme Master Park Specialist | MMS, CPR, FA, CPO, AFO MPRA | SMS, CPR | Promotion to supervisor | WS | WS |
| Ken Harper Master Park Specialist | MPRA, CPR, FA | CPR | Maintain current position | WS | WS |
| Keith Schloman Master Park Specialist | MMS, CPR, FA, MPRA | CPR | Maintain current position | WS | WS |
| Stormy Dale Master Park Specialist | CPR, FA, MPRA, MMS, CPA | CPR | Master Park Specialist | WS | WS |
| Steve Kirchhoff Master Park Specialist | CPR, FA, CPA | CPR MPRA | Maintain current position Master Park Specialist | WS | WS |
| Liz Drentlaw Senior Park Specialist | BA, MPRA, MMS, CPR, FA, CPA | CPR | | WS | WS |
| Tyler Smith Skilled Park Specialist | CPR, FA, MPRA, CPA, AFO | CPR | Promotion to Senior Park Specialist, AFO | WS | WS |
| Steve Bonner Skilled Park Specialist | BS, CPSI | CPR MPRA | Promotion to Senior Park Specialist | WS | WS |
| Bryan Bair Skilled Park Specialist | | CPR, CPA, MMS, MPRA | Promotion to Supervisor AFO, LDI, BS, SMS Associate Degree | WS | WS |
| Jared Greene Park Specialist | | CPR, CPA, MMS, MPRA | Promotion to Skilled Park Specialist MMS | | CPA MMS |
| Garrett Goodwin Park Specialist | BS | CPR, CPA, MMS, MPRA | Promotion to Skilled Park Specialist | | WS CPA |
| Brian Parker Park Specialist | BS, IA- CPA CPR | CPA, MMS, MPRA | Promotion to Skilled Park Specialist | CPA- TRANSFER | WS CPA |



RECREATION

72

| RECREATION | | | | | |
|---------------------------------|-------------------------------|-------------------------------|---|-----------|-----------------------|
| Employee | Completed Training | Current Training Needs | 5 Year Goals | 2018-2019 | 2019-2020 |
| Jodi Bell | BS, CPR/AED/FA | MMS, DS | Superintendent/ | | MMS, WS |
| Assistant Superintendent | Risk Management, Service | | of Recreation and / or Facilities | | AFO Recertification |
| Recreation | with Soul, Youth Super | SMS | Civic Organizations | WS | |
| | Sports Director, Teen | | Get LVCC to self-sustainability | | |
| LVCC | Leadership Director, Group | | including addition of more FT Staff | | |
| | Work, Working with 5-9 | | | | |
| | Year Olds, 3R's | | | | |
| | of Membership, LLS, | | | | |
| | Membership by Design, | | | | |
| | Facilitation Skills, | | | | |
| | Faculty Trainer, YUSA | | | | |
| | Senior Director Certification | | | | |
| | NRPA, Facility Design School | | | | |
| | CS, AFO, RS, CPRP | | | | |
| | | | | | |
| Eric Schooley | LDI, AFO | MPRA, MMS, WS | Facility repair project manager | LDI, AFO | MMS, CPR, FA, AED |
| Maintenance Supervisor | | | Understanding of Procurement Processes | | WS, CT |
| LVCC | | | | | |
| | | | | | |
| Sara Dyer | BS, CPR, FA, AED | RecTrac User Group | | WS | CT, MPRA, |
| Service Representative I | | Web Page, MPRA, SMS | Asst. Facility Manager | | |
| LVCC | | LDI | | | |
| | | | | | |
| James Cox | | | | | AFO, WS, FA, AED, CPR |
| Facility Maintenance Specialist | | | | | |
| LVCC | | | | | |
| | | | | | |
| Lisa Chism | CPR, FA, AED, BS, AAFA | Personal Training, MPRA, NRPA | Rec Supervisor II or Asst Manager, KPRA | | CPR, FA, AED, CT |
| Recreation Supervisor | HEED | LDI, RS, CT | | | |
| LVCC | | | | | |
| | | | | | |
| Gamber Center Manager | | | | | |
| GCC | | | | | |
| | | | | | |
| James Martin | AED, CT, CPR, FA | AED, CT, CPR, FA | | WS | WS |
| Facility Maintenance Specialist | | | | | |
| GCC | | | | | |
| | | | | | |
| Shelby Dawson | ARC Lifeguard, AFO, LGI | CT, SMS, RS, CPRP, LDI | Complete & Obtain Masters degree, CPRP | LGI, AFO | WS, MPRA |
| Aquatics Supervisor | | MPRA, NRPA, WWA | Hold an office in MPRA, Asst Manager or | | |
| LPCC, SW | | | Manager of a facility | | |
| | | | | | |



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

Parks & Recreation 10 yr sch - VERP SCHEDULE - Fiscal 2020

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 | 3.0% | 35.0% |
| 3 | 317 | 11 F-150 ext cab 4x2 # 15900 | 2011 | \$21,540 | 9 | 1 | 9 | 1.0% | 38.0% |
| 4 | 305 | 13 Ford F350 #16831 | 2013 | \$20,765 | 8 | 1 | 8 | 1.2% | 38.0% |
| 5 | 304 | 13 Ford F350 #16184 | 2013 | \$20,765 | 8 | 1 | 8 | 1.2% | 38.0% |
| 6 | 306 | 11 Ford F450 plow & sander 15912 | 2011 | \$41,772 | 9 | 1 | 9 | 1.5% | 38.0% |
| 7 | 308 | 16 Ford 4x4 dump insert with plow | 2016 | \$37,944 | 9 | 1 | 9 | 1.2% | 38.0% |
| 8 | 309 | 16 F-450 dump with plow4x4 #17798 | 2016 | \$54,155 | 10 | 1 | 10 | 1.2% | 38.0% |
| 9 | 312 | 17 F-350 pickup truck #17848 | 2017 | \$27,969 | 8 | 1 | 8 | 1.0% | 40.0% |
| 10 | 339 | 18 ventrac mower | 2018 | \$27,525 | 10 | 1 | 10 | 1.2% | 30.0% |
| 11 | 318 | 18 JD Gator #18187 | 2018 | \$8,745 | 8 | 1 | 8 | 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 | 2.5% | 38.0% |
| 15 | | | 2008 | | | | 0 | | |
| 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 #18188 | 2018 | \$47,941 | 14 | 1 | 14 | 2.5% | 40.0% |
| 19 | 330 | 08 Ford E150 Cargo Van #14674 | 2008 | \$17,585 | 12 | 1 | 12 | 2.0% | 22.0% |
| 20 | 335 | 18 bobcat asset# 18203 | 2018 | \$41,627 | 10 | 1 | 10 | 1.2% | 40.0% |
| 21 | 334 | 12 toro workman # 16153 | 2012 | \$17,105 | 8 | 1 | 8 | 1.5% | 30.0% |
| 22 | | | | | | | 0 | | |
| 23 | | | | | | | 0 | | |
| 24 | | | | | | | 0 | | |
| 25 | | | | | | | 0 | | |
| 26 | | | | | | | 0 | | |
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| 28 | | | | | | | 0 | | |
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| 30 | | | | | | | 0 | | |
| 31 | | | | | | | 0 | | |
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| 33 | | | | | | | 0 | | |
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| 46 | | | | | | | 0 | | |
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| 48 | | | | | | | 0 | | |
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| 53 | | | | | | | 0 | | |
| 54 | | | | | | | 0 | | |
| 55 | | | | | | | 0 | | |
| 56 | | | | | | | 0 | | |
| 57 | | | | | | | 0 | | |
| 58 | | | | | | | 0 | | |
| 59 | | | | | | | 0 | | |
| 60 | | | | | | | 0 | | |

| | |
|----------|--|
| 2020 | Current Fiscal Year (eg. FY 2000-2001 is "2000") |
| \$55,725 | Your 2020 VERP Payment Amount |
| \$86,815 | 2019 Projected Fund Balance |
| 4.2% | Interest Rate to Apply to Year End Fund Balance |

122.90% VERP Payment Adjustment Factor

| | |
|---|-------------------------------|
| 0 | 2021 Payment adjustment (+/-) |
| 0 | 2022 Payment adjustment |
| 0 | 2023 Payment adjustment |
| 0 | 2024 Payment adjustment |
| 0 | 2025 Payment adjustment |

10 Year Graph Data

| Fiscal Year | Fund Balance | Payment | Expenses |
|-------------|--------------|---------|----------|
| 2020 | 19 | 55,728 | 219,090 |
| 2021 | 17,240 | 59,114 | 68,533 |
| 2022 | 80,243 | 59,769 | 0 |
| 2023 | 145,892 | 59,769 | 0 |
| 2024 | 214,298 | 59,769 | 0 |
| 2025 | 239,238 | 59,769 | 72,531 |
| 2026 | 237,788 | 60,407 | 112,936 |
| 2027 | 311,796 | 61,440 | 0 |
| 2028 | 286,902 | 61,440 | 153,853 |
| 2029 | 172,254 | 62,937 | 295,620 |
| 2030 | 249,520 | 67,208 | 0 |

Department Director Approval

Date

Parks & Grounds Maintenance VERP SCHEDULE - Fiscal 2020

Printed: 25-Feb-19

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 | Calcu-Lated Life | Annual Inflation Rate | Salvage Value as a Percent of Purchase \$\$ |
|-------|------------|------------------------------|--------------------------------|----------------|-------------------------------|-------------------------------|------------------|-----------------------|---|
| 1 | 307 | 12 F-350 PU 4x2 Asset# 16131 | 2012 | \$20,047 | 9 | 1 | 9 | 3.0% | 38.0% |
| 2 | 310 | 04 F-550 Bucket Tr k asset# | 2019 | \$99,307 | 15 | 1 | 15 | 3.4% | 40.0% |
| 3 | 338 | 17 Ventr ac mower #18173 | 2017 | \$27,255 | 13 | 1 | 13 | 1.0% | 38.0% |
| 4 | 314 | " 04 F-350 standar d cab 4x2 | 2013 | \$20,765 | 10 | 1 | 10 | 1.5% | 38.0% |
| 5 | | | | | | | 0 | | |
| 6 | | | | | | | 0 | | |
| 7 | | | | | | | 0 | | |
| 8 | | | | | | | 0 | | |
| 9 | | | | | | | 0 | | |
| 10 | | | | | | | 0 | | |
| 11 | | | | | | | 0 | | |
| 12 | | | | | | | 0 | | |
| 13 | | | | | | | 0 | | |
| 14 | | | | | | | 0 | | |
| 15 | | | | | | | 0 | | |
| 16 | | | | | | | 0 | | |
| 17 | | | | | | | 0 | | |
| 18 | | | | | | | 0 | | |
| 19 | | | | | | | 0 | | |
| 20 | | | | | | | 0 | | |
| 21 | | | | | | | 0 | | |
| 22 | | | | | | | 0 | | |
| 23 | | | | | | | 0 | | |
| 24 | | | | | | | 0 | | |
| 25 | | | | | | | 0 | | |
| 26 | | | | | | | 0 | | |
| 27 | | | | | | | 0 | | |
| 28 | | | | | | | 0 | | |
| 29 | | | | | | | 0 | | |
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| 53 | | | | | | | 0 | | |
| 54 | | | | | | | 0 | | |
| 55 | | | | | | | 0 | | |
| 56 | | | | | | | 0 | | |
| 57 | | | | | | | 0 | | |
| 58 | | | | | | | 0 | | |
| 59 | | | | | | | 0 | | |
| 60 | | | | | | | 0 | | |

Vehicles to be replaced in previous fiscal year \$167,374.00

| | |
|---------|---|
| 2020 | Current Fiscal Year (eg. FY 2000-2001 is "2001"). |
| \$7,933 | Your 2020 VERP Payment Amount. |
| \$230 | 2019 Projected Fund Balance. |
| 4.9% | Interest Rate to Apply to Year End Fund Balance. |

| | |
|--------|--------------------------------|
| 67.50% | VERP Payment Adjustment Factor |
|--------|--------------------------------|

| | |
|---|-------------------------------|
| 0 | 2021 Payment adjustment (+/-) |
| 0 | 2022 Payment adjustment |
| 0 | 2023 Payment adjustment |
| 0 | 2024 Payment adjustment |
| 0 | 2025 Payment adjustment |

| 10 Year Graph Data | | | |
|--------------------|--------------|---------|----------|
| Fiscal Year | Fund Balance | Payment | Expenses |
| 2020 | 8,564 | 7,933 | 0 |
| 2021 | 15 | 7,933 | 26,157 |
| 2022 | 8,733 | 8,310 | 0 |
| 2023 | 2,117 | 8,310 | 24,099 |
| 2024 | 11,109 | 8,473 | 0 |
| 2025 | 20,541 | 8,473 | 0 |
| 2026 | 30,436 | 8,473 | 0 |
| 2027 | 40,815 | 8,473 | 0 |
| 2028 | 51,702 | 8,473 | 0 |
| 2029 | 63,124 | 8,473 | 0 |
| 2030 | 32,284 | 8,473 | 65,147 |

Department Director Approval Date

Cemetery - VERP SCHEDULE - Fiscal 2020

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 | Calcu-Lated Life | Annual Inflation 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% | 28.0% |
| 4 | | | | | | | 0 | | |
| 5 | | | | | | | 0 | | |
| 6 | | | | | | | 0 | | |
| 7 | | | | | | | 0 | | |
| 8 | | | | | | | 0 | | |
| 9 | | | | | | | 0 | | |
| 10 | | | | | | | 0 | | |
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| 13 | | | | | | | 0 | | |
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| 51 | | | | | | | 0 | | |
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| 53 | | | | | | | 0 | | |
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| 55 | | | | | | | 0 | | |
| 56 | | | | | | | 0 | | |
| 57 | | | | | | | 0 | | |
| 58 | | | | | | | 0 | | |
| 59 | | | | | | | 0 | | |
| 60 | | | | | | | 0 | | |

#####

| | |
|----------|--|
| 2020 | Current Fiscal Year (eg. FY 2000-2001 is "2001". |
| \$635 | Your 2020 VERP Payment Amount |
| \$24,025 | 2019 Projected Fund Balance |
| 4.2% | Interest Rate to Apply to Year End Fund Balance |

| | |
|--------|--------------------------------|
| 25.70% | VERP Payment Adjustment Factor |
|--------|--------------------------------|

| | |
|---|-------------------------------|
| 0 | 2021 Payment adjustment (+/-) |
| 0 | 2022 Payment adjustment |
| 0 | 2023 Payment adjustment |
| 0 | 2024 Payment adjustment |
| 0 | 2025 Payment adjustment |

10 Year Graph Data

| Fiscal Year | Fund Balance | Payment | Expenses |
|-------------|--------------|---------|----------|
| 2020 | 18,056 | 635 | 9,388 |
| 2021 | 4,633 | 655 | 20,151 |
| 2022 | 5,705 | 842 | 0 |
| 2023 | 6,823 | 842 | 0 |
| 2024 | 7,987 | 842 | 0 |
| 2025 | 9,200 | 842 | 0 |
| 2026 | 10,463 | 842 | 0 |
| 2027 | 11,780 | 842 | 0 |
| 2028 | 13,153 | 842 | 0 |
| 2029 | 7,248 | 842 | 9,757 |
| 2030 | 11 | 861 | 10,370 |

Department Director Signature

Date

ASPHALT

| PARKS | Location | Public Use | Condition | Priority | Recommended Maintenance | Last Maintenance | FISCAL YEAR 2019 | | | FISCAL YEAR 2020 | | | Status |
|--------------------|------------------------------------|------------|-----------|----------|---------------------------------------|------------------|------------------|-----------------|--------------|------------------------|-------------------------|--------------|-------------------------------------|
| | | | | | | | Proposed Budget | Approved Budget | Actual Costs | Anticipated FY20 Parks | Anticipated FY20 Legacy | Actual Costs | |
| | | | | | | | | | | | | | |
| | Arborwalk | 3 | 2 | 3 | Resurface Trail on N. Side | 2011 | | | | | | | |
| | Upper Banner Trail | 3 | 2 | 3 | Crack fill and Sealcoat | | \$ 90,000.00 | \$ 60,000.00 | | \$ 20,000.00 | | | |
| | 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 | | | | | | move proposed mntc FY19 |
| | Upper Banner Pickle Ball | 3 | 4 | 1 | | | \$ 6,000.00 | | | | | | move proposed mntc FY19 |
| | 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 | | | | | | | | |
| | Eagle Creek trail expansion | | | | | | | | | | | | |
| | Gamber Center | 3 | 2 | 4 | Crack fill, Sealcoat & Restripe | 2015 | | | | | | | |
| | Happy Tails | 4 | 2 | 3 | Crackfill and sealcoat | 2013 | \$ 18,000.00 | | \$ 11,374.00 | \$ 30,000.00 | | | in progress |
| | 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 | | | \$ 8,066.80 | | | | completed FY19 |
| | Harris Park Curb Painting | 4 | 4 | 1 | Paint "No Parking" curbs | 2013 | | | | | | | completed FY19 |
| | 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 | | | | | \$ 60,000.00 | | | 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 | | | | | | | installed asphalt trail summer 2016 |
| | Langsford Plaza - Trail | | | | | 2016 | | | | | | | |
| | Longview C.C. | | | | | | | | | | | | |
| | LMS Parking lot | 4 | 4 | 1 | | 2013 | | | | \$ 5,000.00 | | | |
| | 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 |
| | 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 | | \$ 30,000.00 | \$ 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 |
| | Vellie Pk. Lot | 3 | 3 | 2 | Crack fill and Sealcoat | 2009 | | | | | | | |
| | Vellie 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 completed FY19 |
| | Williams-Grant Trail | 2 | 1 | 4 | Mill, patch and overlay | 2010 | | | | | | | |
| | Winterset | NA | | | | | | | | | | | |
| | Woods Playground | NA | | | | | | | | | | | |
| TOTAL COSTS PARKS: | | | | | | | \$ 148,000.00 | \$ 80,000.00 | \$ 19,440.80 | \$ 115,000.00 | | | |

| LEGACY | Location | Public Use | Condition | Priority | Recommended Maintenance | Last Maintenance | Proposed Budget | Approved Budget | Actual Costs | Anticipated FY20 Parks | Anticipated FY20 Legacy | Actual Costs | Status |
|---------------------|-----------------------------------|------------|-----------|----------|---------------------------------------|------------------|-----------------|-----------------|---------------|------------------------|-------------------------|--------------|--------------------------------------|
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | Legacy Park Drive | 4 | 2 | 4 | Microchip and restripe | | | | | | | | completed FY16 |
| | Legacy Park - Blue Stem Dr. | 4 | 2 | 4 | Microchip and restripe | | | | \$ 3,196.90 | \$ 25,000.00 | | | completed FY16 |
| | Legacy Park - Coneflower | 3 | 3 | 2 | Crack fill, Sealcoat & Restripe | 2017 | | | | \$ 25,000.00 | | | |
| | 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 | \$ 15,000.00 | | \$ 48,486.00 | | | | 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 | \$ 40,000.00 | \$ 28,401.95 | \$ 15,000.00 | | | 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 | \$ 50,000.00 | \$ 25,000.00 | \$ 42,810.75 | | | | asphalt repairs as needed |
| | Legacy Park BB & SB | 3 | 2 | 3 | Continue with replacement of Dirt | | | | | | | | |
| | Legacy Dock Trail | 2 | 4 | 1 | | | | | | | | | |
| | Legacy Soccer Paths | 4 | 2 | 4 | trial replacement - asphalt | 2017 | \$ 30,000.00 | | | | | | asphalt replacement 2017 & 2018 |
| | Legacy Soccer Pk. Lot | 4 | 1 | 4 | Crack fill, Sealcoat & Restripe | 2006 | | | | | | | 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 | | | | | | | | |
| | Legacy Park Maintenance | 2 | 3 | 2 | Crack fill, Sealcoat & Restripe | | | | | | | | Funded FY16 |
| | Legacy Trail | 4 | 2 | 4 | Repair as needed | 2017 | | \$ 35,000.00 | \$ 35,000.00 | \$ 50,000.00 | | | asphalt replacement 2017 & 2018 |
| TOTAL COSTS LEGACY: | | | | | | | \$ 135,000.00 | \$ 100,000.00 | \$ 157,895.60 | \$ 115,000.00 | | | |

**PLAYGROUND INVENTORY
FY20**

| Park and Location | Year Installed | Replacement Priority | Estimated Replacement Year | Type | Condition | Recommendation | Est. Expense |
|--------------------------------|-----------------|----------------------|----------------------------|------|--------------------------------|------------------------------------|-----------------|
| Arborwalk | 2006 | 16 | FY26 | 2-12 | Good | | \$ 150,000.00 |
| Deer Valley | 2004 | 7 | FY24 | 5-12 | Moderate Wear | add ADA access | \$ 150,000.00 |
| Happy Tails | 2006 | 15 | FY26 | 2-12 | Good | | \$ 150,000.00 |
| Happy Tails-Dog eqpt | 2006 | 17 | FY26 | | Good | | |
| Harris-North | 2004/Moved 2007 | 18 | FY24 | 2-12 | Moderate Wear | | \$ 200,000.00 |
| Harris-South | 2007 | 11 | FY27 | 2-12 | Good | add ADA access | \$ 200,000.00 |
| Hartman | 2017 | 26 | FY 37 | 2-12 | New | | \$ 180,000.00 |
| Howard | 2019 | 30 | FY 39 | 2-12 | under construction | | \$ 110,000.00 |
| Langsford Commons | 2016 | 25 | FY36 | 2-12 | New | | \$ 30,000.00 |
| Lea McKeighan North | 2018 | 27 | FY 38 | 2-12 | New | | \$ 240,000.00 |
| Lea McKeighan North-Skate Park | 2010 | 24 | FY30 | | Good | | |
| Lea McKeighan South | 2013 | 23 | FY34 | 5-12 | Good | | \$ 476,468.00 |
| Legacy - New Soccer commons | 2004 | 10 | FY 24 | | | | |
| Legacy- Coneflower | 2007 | 12 | 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 | 6 | FY24 | 2-12 | Good | | \$ 100,000.00 |
| Lowenstein | 2004 | 1 | FY20 | 2-12 | Moderate Wear | scheduled for FY 20 replacement | \$ 200,000.00 |
| Lower Banner | 1995/Moved 2010 | 9 | FY22 | 2-5 | Graffiti, Fading, Heavy Wear | add ADA access | \$ 100,000.00 |
| Miller J. Fields | 2016 | 22 | FY46 | 2-12 | Removed during Renovation 2015 | | \$ 150,000.00 |
| Osage Trails | 2010 | 20 | FY30 | 2-12 | Good | add ADA access | \$ 150,000.00 |
| Pleasant Lea | 1995 | 2 | FY21 | 2-12 | Moderate Wear | scheduled for FY 21 replacement | \$ 150,000.00 |
| Pottberg | 2007 | 14 | FY27 | 2-12 | Good | | \$ 150,000.00 |
| South Lea | 2009 | 13 | FY29 | 5-12 | Good | | \$ 100,000.00 |
| Summit | 2019 | 29 | FY39 | 2-12 | under construction | | \$ 190,000.00 |
| Upper Banner | 2015 | 21 | FY35 | 2-12 | New | | \$ 100,000.00 |
| Velie | 2002 | 5 | FY23 | 2-12 | Moderate Wear | add ADA access | \$ 150,000.00 |
| Wadsworth | 1995 | 4 | FY23 | 5-12 | Moderate Wear | replace playground, add ADA access | \$ 60,000.00 |
| Williams-Grant | 1998 | 8 | FY24 | 5-12 | Moderate Wear | add ADA access | \$ 60,000.00 |
| Woods | 1994 | 3 | FY22 | 5-12 | Heavy Wear | replace playground, add ADA access | \$ 50,000.00 |
| Total Replacement Estimate | | | | | | | \$ 3,896,468.00 |

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

FY 20

| Park and Location | Year Installed | Replacement Cost | Type | Condition | Recommendation | Expense |
|-------------------------------------|----------------|------------------|-------|--|---|---------|
| Deer Valley | | | | | Propose for FY 21 | |
| Velie | | | | | | |
| Dogwood Park | | | | | | |
| Banner-Upper | 2015 | \$ 25,000.00 | Metal | Good | | |
| Happy Tails | | | | | | |
| Harris | 2013 | \$ 23,455.00 | Metal | New | | |
| Hartman-Trailhead Shelter | 2019 | \$ 30,000.00 | Wood | New, wood shelter with kiosk | Under construction | |
| Howard | 2019 | \$ 30,000.00 | Metal | New, Gazebo | Under construction | |
| Lea McKeighan North - Shelter | 2018 | | Wood | new | completed in 2018 | |
| Lea McKeighan North - Trellis | 2018 | | Wood | new | completed in 2018 | |
| Lea McKeighan South | 2013 | \$95,000 | Wood | New | | |
| Legacy- Shelter #1 | 2009 | | Wood | Fair, splits in support posts, needs restained | completed FY16 | |
| Legacy- Shelter #2 | 2009 | | Wood | Fair, splits in support posts, needs restained | completed FY16 | |
| Legacy- Shelter #3 | 2009 | | Wood | Fair, splits in support posts, needs restained | completed FY16 | |
| Legacy- Soccer Commons | 2004 | | Wood | Good, restained summer 2011 | stained FY16 | |
| Lowenstein-Butterfly Garden Pergola | 2006 | | Wood | Good, weathered, vines stressing lattice | | |
| Lowenstein- Shelter #1 | 1970's | \$50,000 | Wood | Fair, weathered, slightly cracked supports, 2 posts beginning to hollow | scheduled replacement in FY 20 | |
| Lowenstein- Shelter #2 | 1970's | \$50,000 | Wood | Fair, weathered, slightly cracked supports, 1 post beginning to hollow | scheduled replacement in FY 20 | |
| Lowenstein- Shelter #3 | 1970's | | Metal | Fair, weathered, slightly cracked supports, 3 posts beginning to hollow | removal of Shelter #3 for scheduled park improvements | |
| Miller J. Fields | 2015 | | Metal | New | | |
| Osage Trails-Shelter | 2011 | | Metal | Good | | |
| Pottberg | 2009 | | Metal | Good | | |
| Summit-Shelter #1 | 2019 | \$ 120,000.00 | Wood | New | under construction | |
| Summit-Shelter #2 | 2019 | \$ 120,000.00 | Wood | New | Under construction | |
| Wadsworth | 1988 | | Wood | Fair, weathered, old insect damage, squirrel damage, slightly cracked supports | Demolition | 80 |

**LEE'S SUMMIT PARKS AND RECREATION
CASHFLOW - COP DEBT FUND AND CONSTRUCTION FUND
FISCAL YEAR 2020**

PARK COP DEBT FUND (Fund 410)

| | FY18 Actual | FY19 | FY20 |
|---|--------------------|--------------------|--------------------|
| Beginning Fund Balance | 3,056,772 | 646,601 | 614,420 |
| Revenues | | 3.00% | 2.00% |
| Sales Tax | 4,081,819 | 4,204,274 | 4,288,359 |
| EATS | (158,416) | (167,454) | (178,317) |
| Interest Earnings | 11,651 | 6,000 | 3,000 |
| Total Revenues | 3,935,054 | 4,042,820 | 4,113,042 |
| Expenditures | | | |
| Debt Service | | | |
| Principal | (2,511,500) | | |
| Interest | (33,725) | | |
| Total Debt Expenditures | (2,545,225) | - | - |
| Transfers | | | |
| Repayment to Water Utilities (Interfund Loan principal and Operating Xfer to Gamber Ctr | (175,000) | (175,000) | (175,000) |
| **Transfer to Construction Fund | (3,625,000) | (3,900,000) | (3,500,000) |
| **Estimated additional amount available to Construction Fund | (3,800,000) | (4,075,000) | (4,495,000) |
| Total Transfers | (3,800,000) | (4,075,000) | (4,495,000) |
| Estimated Fund Balance - Park COP Debt Fund | 646,601 | 614,420 | 232,462 |

CONSTRUCTION FUND (Fund 327)

| | FY18 Actual | FY19 | FY20 |
|---|--------------------|----------------------|----------------------|
| Beginning Fund Balance | 569,521 | 85,145 | (2,355,242) |
| Revenues | | | |
| Net Interest Earnings | 3,413 | - | - |
| **Transfer from Fund 410 to Fund 327 | 3,625,000 | 3,900,000 | 3,500,000 |
| Transfer from Fund 200 | 510,000 | 650,000 | |
| Transfer from Fund 202 | | 200,000 | |
| Developer Contribution - Lowenstein | | | 115,000 |
| Total Revenues | 4,138,413 | 4,750,000 | 3,615,000 |
| Estimated Interest Expense-Interfund Loan for the purchase of Longview Community Center | | (59,792) | (70,110) |
| Projects | | | |
| Legacy Park Trail Connector and Wayfinding | | (8,206) | |
| Lea McKeighan North (total project estimate \$5,000,000) | (4,382,426) | (212,302) | |
| Hartman Park Improvements (\$185,000) | (175,826) | | |
| Practice Space Improvements (total project-orig estimate \$275,000; new estimate \$150,000) | (25,023) | | |
| Summit and Howard Park Master Planning (\$20,000) | (20,000) | | |
| Longview Community Center | (121) | (5,662,483) | |
| - Transfer remaining balance of Longview Construction funding to operational | | (87,396) | |
| Art in Parks (estimated \$10,000 each year) | | | (20,000) |
| Hartman Park Splashpad | | | |
| LSPR Greenway Master Plan Update (total \$20,000 from prior year) | | (20,000) | |
| Howard Park Renovation (total \$900,000) | | (270,000) | (630,000) |
| Lowenstein Park Improvements | | | (515,000) |
| Eagle Creek/Park West Development | | | |
| Pleasant Lea Park Improvements | | | (50,000) |
| Harris Park Restrooms (total \$110,000) | | | |
| Park Development | | | |
| Summit Park Renovation (total \$1,600,000 through 2020 plus \$100,000 reallocated) | | (510,000) | (1,190,000) |
| Wave Pool at Summit Waves (total \$5,000,000 plus Harris Park Restrooms \$110,000) | | (420,000) | (4,690,000) |
| Total Expenditures | (4,622,789) | (7,190,387) | (7,095,000) |
| Estimated Fund Balance - Construction Funds at the End of Each Year | 85,145 | (2,355,242) 1 | (5,835,242) 1 |
| Est Net Funds available - Park COP Debt Fund and Construction Funds - EOY | 731,746 | (1,740,822) 1 | (5,602,780) 1 |

¹ Due to the purchase of Longview Community Center and the Wave Pool project scheduled in FY19 and FY20, the Construction Fund will have a negative cash/fund balance. There will be interest costs charged to the fund at the same rate as interest earned on cash balances. As of the 12/31/18 Investment Report, the average portfolio yield was 1.6348%.

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 |