SPRINGFIELD-GREENE COUNTY PARK BOARD
FEES AND CHARGES COMMITTEE
Wednesday, January 31, 2024
Park Board Administrative Offices, 1923 N. Weller, Springfield, Missouri

I. CALL MEETING TO ORDER/INTRODUCTIONS/OVERVIEW

Mr. Randy Blackwood called the meeting to order at 8:35 a.m.

Park Board Members (Committee) Present: Randy Blackwood, Don Chenevert, Jr.

Park Board Member (Committee) Absent: Royce Reding

Park Board Staff Present: Tim Carpenter, Matt Coats, Mike Crocker, Jenny Edwards, Jim Fisher, Ben Kellner, Karen Mellinger, Anne-Mary McGrath, Jerry Mitchell, Miles Park, Jackson Thompson

2. REVIEW OF FY 2024-2025 FEES AND CHARGES RECOMMENDATIONS

Draft FY 2024-2025 Fees and Charges Document Mr. Jim Fisher, Interim Director of Parks, stated that the Fees and Charges document represents a lot of work and research and offers a picture of what we offer throughout our park system. We are reliant on the fees and charges that we receive, compared to many other agencies, who also have a secured funding source. We have made changes to 62 percent of our fees and charges over the last three fiscal years. Our staff reviewed operating accounts to help reduce hard costs that are passed on to us such as utilities to keep our fees and charges reasonable and offer a great value to our patrons.

Mr. Fisher mentioned that several years ago we introduced a fee range for certain programs and activities to allow more flexibility in programming and allow a fee increase "within the range". The Proposed Fees and Charges document was distributed and reviewed with the Committee Members. The changes in fees or changes within the range were highlighted within the document. The Committee asked questions regarding several fees in different divisions, which were explained by the administrative staff to their satisfaction. The Committee did recommend an increase in the rental cost of the show wagon and stadium bleachers.

Mr. Fisher also reviewed the increase in daily green fees by $1.00 at each of the golf courses. There will not be an increase to the fees for junior or senior golfers.

Mr. Fisher mentioned that the Board approved a $2.00 admission fee increase for the Dickerson Park Zoo last year, but it becomes effective March 1, 2024.

Park Board Cash Reserve Statement/Policy (Adopted 4/8/2022) Mr. Fisher mentioned that this statement is now two years old, and the portion of the policy that is highlighted was changed the last time it was adopted. As part of the CAPRA accreditation process, we should have the Board review and adopt the policy again in the future. Mr. Fisher stated that the policy which indicates that we ". . .shall commit to a contribution of up to at least 1 percent of each year's annual budget revenues to the unreserved fund balance . . ." is determined in August or

September following the closing of the fiscal year. The City's Finance Department makes that contribution as long as revenue exceeds expenditures. It will be difficult this year as the required/mandatory increases to our budget are substantial this year.

<u>Budget Summary of New Revenues – Park Funds</u> Mr. Fisher reviewed the new and additional funding sources for the Proposed FY 2024-2025 Budget. He stated that in past years the growth in Parks Sales Tax Revenue has been higher, but we are budgeting a conservative 1.5 percent growth. The City's recommendations are not known until after our budget is approved, but we believe that Greene County is recommending a 3.5 percent growth in sales tax revenue. We will realize savings from the expiration of debt service from the 2005 Cooper Tennis Project and one-time capital expenditures from FY 2023-2024. The Golf Enterprise Fund will contribute to the self-insurance fund. The Golf Enterprise Fund will also reimburse Concessions Division for operating expenses. Additionally, Mr. Fisher reviewed the estimated new revenues from the increases in fees and charges, along with projected growth, in each of the Divisions. Mr. Fisher stated that we proposed potential reductions in operating expenditures in several areas and discussed them with the Committee.

<u>Budget Summary of New Liabilities – Parks Funds</u> Mr. Fisher mentioned that we have no control over many of the new or increased expenditures for the FY 2024-2025 Budget, which include the cost of the 2023 City Pay Improvement Plan, as it was under budgeted for FY 2023-2024, along with the cost of the 2024 City Pay Improvement Plan, merit increases for employees, the increased contribution to the City Health Insurance Plan and Workers Compensation Fund, and a mandatory increase to LAGERS contribution. Mr. Fisher reviewed the justification for proposed funding for one new position and three reclassifications of current employee positions. We also anticipate an increase in utilities costs. We have included a place holder for a possible repayment schedule to Greene County for the Davis House and Property. Mr. Fisher stated that we increased budget line appropriations, made revenue adjustments, and adjusted our position vacancy rate to provide a more realistic view of these budget areas. We will also propose an increase in funding to accommodate the minimum wage increase that became effective January 1, 2024, and the future minimum wage effective January 1, 2025. We will once again participate in the annual lease/purchase program for vehicle and equipment replacement.

<u>Budget Summary of New Revenues and Liabilities – Golf Enterprise Fund</u> As with the Parks Funds, several of the new or increased expenditures are mandatory for the Golf Enterprise Fund, and include the cost of the 2023 City Pay Improvement Plan, as it was under budgeted for FY 2023-2024, along with the cost of the 2024 City Pay Improvement Plan, merit increases for employees, the increased contribution to the City Health Insurance Plan and Workers Compensation Fund, and a mandatory increase to LAGERS contribution. Mr. Fisher discussed the overall increases in operating supplies and service expenditures. He provided justification for the proposed funding for additional staffing costs. He discussed the capital project, equipment lease, and other improvements proposed for FY 2024-2025, including a plan to fill the gaps of the golf cart paths at Horton Smith Golf Course.

Mr. Fisher reviewed the new or additional funding sources for the Golf Enterprise Fund and mentioned that with recent revenues above what was budgeted, we propose to appropriate funds for golf course projects. It will be the first time we realize interest from the golf fund balance. We propose to have a net revenue for the FY 2024-2025 Budget in the Golf Enterprise Fund.

Fieldhouse Sportscenter FY 2023-2024 Budget Update Mr. Fisher reviewed the Revenue and Expense Budget Summary for the FY 2024-2025 budget year, which we propose to have a net revenue after the reserve appropriation.

3. OTHER BUDGET SUPPORT DOCUMENTS FOR CONSIDERATION

Comparative Market Studies Mr. Fisher stated that the Committee was provided comparative market studies from each of the Divisions in their packets.

4. COMMITTEE QUESTIONS AND/OR CONCERNS

Mr. Fisher mentioned that we will bring forward the Comprehensive Revenue and Fees and Charges Policy for the Board to review and approve in the future, along with the Cash Reserve Statement previously mentioned.

5. OTHER CONSIDERATIONS FROM THE INTERIM DIRECTOR'S PERSPECTIVE

FY 2024-2025 Budget Workshop for Full Park Board Mr. Fisher proposed to conduct the Budget Workshop with the full Board following the regularly scheduled monthly meeting on February 9, 2024.

6. MOTION TO ADJOURN

Mr. Don Chenevert, Jr. made a motion to adjourn the meeting; seconded by Mr. Randy Blackwood. The motion passed unanimously. The meeting adjourned at 10:29 a.m.