



Clayton Recreation, Sports and Wellness Commission

AGENDA

Friday, February 21, 2020

Center of Clayton – Meeting Room C

8:30 am

1. Call to Order
2. Addresses from the Audience
3. Reports/Discussions
 - Financial Reports
 - FY19 Year-End – DRAFT
 - FY20 1st Quarter
 - Center Membership Reports
 - December 2019
 - Senior Age
 - Center Marketing Update
 - Center Capital Project Update
4. Action Items
 - Motion – To approve November 15, 2019 minutes
5. Recognition of Service
6. Adjourn

Attachments:

1. Financial Report - FY19 Year-End – DRAFT
2. Executive Summary – FY19 Year-End - DRAFT
3. Financial Report – FY20 1st Quarter
4. Executive Summary – FY20 1st Quarter
5. Center Membership Report – December 2019
6. Senior Age Comparison
7. Center Marketing Update
8. Minutes for Meeting – November 15, 2019

Upcoming Meetings

CRSWC Meeting:

Date: Friday, May 15, 2020

Time: 8:30 – 9:30am

Location: The Center of Clayton

The Clayton Recreation Sports and Wellness Commission may also hold a closed meeting, with a closed vote and record, as authorized by Section 610.021(1),(2) and (3) Revised Statutes of Missouri, relating to legal issues, real estate and/or personnel, negotiation of a contract pursuant to Section 610.021(12) RSMO., and/or proprietary information pursuant to Section 610.021(15).

Agenda topics may be added or deleted at any time prior to the Clayton Recreation, Sports and Wellness Commission meeting without further notice. To inquire about the status of agenda topics, call 314.290.8506. Individuals who require an accommodation (i.e., sign language, interpreter, listening devices, etc.) to participate in the meeting should contact the Superintendent of Parks & Recreation Operations at 314.290.8506 at least two working days prior to the meeting.

CRSWC Fund Summary - DRAFT 02/21/20

FY2017 Actual	Operating Fund (80)	ERF (81)	Capital Fund (82)	Total
Starting balance 10/01/16	\$69,826	\$101,629	\$5,404	\$176,859
Revenue	\$2,910,709	\$55,222	\$151,003	\$3,116,934
Expenses	\$3,145,423	\$174,481	\$245,101	\$3,565,005
Net	(\$234,714)	(\$119,259)	(\$94,098)	(\$448,071)
Audit Adjustment	\$1,100			\$1,100
CSD & CITY CONTRIBUTIONS	\$164,868	\$17,630	\$88,694	\$271,192
Ending Balance 9/30/17	\$1,080	\$0	\$0	\$1,080

FY2018 Actual	Operating Fund (80)	ERF (81)	Capital Fund (82)	Total
Starting balance 10/01/17	\$1,080	\$0	\$0	\$1,080
Revenue	\$3,095,633	\$53,103	\$167,147	\$3,315,883
Expenses	\$3,142,459	\$131,247	\$90,027	\$3,363,733
Net	(\$46,826)	(\$78,144)	\$77,120	(\$47,850)
CSD & CITY CONTRIBUTIONS & TRANSFERS	\$45,746	\$78,144	(\$77,120)	\$46,770
Ending Balance 9/30/18	\$0	\$0	\$0	\$0

FY2019 Estimated	Operating Fund (80)	ERF (81)	Capital Fund (82)	Total
Starting balance 10/01/18	\$0	\$0	\$0	\$0
Revenue	\$2,933,339	\$50,700	\$51,142	\$3,035,181
Expenses	\$3,061,388	\$101,180	\$60,559	\$3,223,127
Net	(\$128,049)	(\$50,480)	(\$9,417)	(\$187,946)
ESTIMATED CSD & CITY CONTRIBUTIONS	\$128,049	\$50,480	\$9,417	\$187,946
Ending Balance 9/30/19	\$0	\$0	\$0	\$0

FY2020 Projected	Operating Fund (80)	ERF (81)	Capital Fund (82)	Total
Starting balance 10/01/19	\$0	\$0	\$0	\$0
Revenue	\$3,553,218	\$50,100	\$151,000	\$3,754,318
Expenses	\$3,511,530	\$55,592	\$140,000	\$3,707,122
Net	\$41,688	(\$5,492)	\$11,000	\$47,196
Ending Balance 9/30/20	\$41,688	(\$5,492)	\$11,000	\$47,196

Fund 80: Operating Fund
Fund 81: Equipment Replacement Fund
Fund 82: Capital Fund

FY19 FINANCIAL REPORT - THE CENTER OF CLAYTON

Fund 80: Operating Fund

October 1, 2018 - September 30, 2019 - DRAFT

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Revenue		\$1,080		\$0	\$24,002		\$0		
Expense	\$280,231	\$3,095,633	\$238,835	\$2,933,339	\$3,426,168	85.62%	\$3,197,064	91.75%	
Net	-\$16,050	-\$46,826	-\$21,223	-\$128,049	\$20,422		-\$60,798		
Contributions & Transfers		\$45,746		\$0	\$0		\$0		
Fund 80 Adjusted Balance		\$0		-\$128,049	\$44,424	-288.24%	-\$60,798	210.61%	

ADMINISTRATION: Revenues include Daily Pass, Annual Pass, Rentals, Food Service, Child Care, Miscellaneous, & Reimbursements

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Approved Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Revenue	\$181,270.46	\$2,349,340.97	\$175,800.88	\$2,218,348.36	\$2,660,930.00	83.37%	\$2,484,659.00	89.28%	
Expense	\$91,549.87	\$1,224,682.40	\$78,700.42	\$1,265,002.48	\$1,354,893.00	93.37%	\$1,284,634.00	98.47%	
Net	\$89,720.59	\$1,124,658.57	\$97,100.46	\$953,345.88	\$1,306,037.00		\$1,200,025.00		
Revenue:									
Daily Fees	\$6,843.00	\$135,481.08	\$2,820.00	\$99,054.00	\$168,580.00	58.76%	\$126,900.00	78.06%	Under estimated budget due to fewer daily fees paid overall. There were significantly less adult non-resident daily fees sold, which correlates to fewer weekday evening pick up basketball games than in years past. Additionally fewer daily fees were sold during pool closures this summer.
Annual Passes	\$135,400.19	\$1,955,100.60	\$136,706.29	\$1,656,859.92	\$2,044,522.00	81.04%	\$1,885,000.00	87.90%	Under estimated budget due to Center renovation and declining membership base over the last several years. Competition Pool did not re-open until October 1st and Leisure Pool re-opened on November 1st.
Rentals	\$20,259.99	\$174,844.05	\$4,824.07	\$139,928.61	\$175,680.00	79.65%	\$152,600.00	91.70%	Under estimated budget due to loss of meeting space during renovations - meeting rooms were used for member services - as well as parking issues during the day. Also did not have any basketball tournaments and a few long-term renters reduced their usage in FY19.
Food Service	\$2,094.58	\$7,843.42	\$2,004.06	\$9,728.01	\$10,400.00	93.54%	\$10,200.00	95.37%	Under estimated budget due to fewer rentals with catering
Child Care	\$237.50	\$2,507.50	\$25.00	\$596.00	\$1,000.00	59.60%	\$600.00	99.33%	Met estimated budget
Misc.	\$16,435.20	\$27,494.49	\$14,940.57	\$18,537.94	\$13,800.00	134.33%	\$17,529.00	105.76%	Over estimated budget due to increased reimbursements from School District for misc. expenses
Reimbursements	\$0.00	\$46,069.83	\$14,480.89	\$46,873.88	\$46,948.00	99.84%	\$45,060.00	104.03%	Met estimated budget
Contributions	\$0.00	\$0.00	\$0.00	\$246,770.00	\$200,000.00	0.00%	\$246,770.00	100.00%	Met estimated budget
Expenditures:									
Personnel Services	\$59,296.38	\$724,266.29	\$56,939.05	\$737,776.83	\$776,443.00	95.02%	\$744,363.00	99.12%	Under estimated budget due to full time vacancies in fitness department.
Benefits	\$16,311.19	\$186,421.11	\$19,089.18	\$195,657.21	\$217,617.00	89.91%	\$199,962.00	97.85%	Under estimated budget due to reduced personnel expenses.
Contractual	\$15,109.73	\$290,188.58	\$2,429.88	\$306,671.20	\$332,858.00	92.13%	\$312,179.00	98.24%	Under estimated budget due to cost containment.
Commodities	\$832.57	\$23,806.42	\$242.31	\$24,897.24	\$27,975.00	89.00%	\$28,130.00	88.51%	Under estimated budget due to cost containment.

FITNESS

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Approved Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Revenue	\$37,774.42	\$361,837.73	\$36,810.69	\$390,759.16	\$395,225.00	98.87%	\$397,500.00	98.30%	
Expense	\$34,575.39	\$434,851.82	\$33,588.03	\$456,465.97	\$466,436.00	97.86%	\$477,921.00	95.51%	
Net	\$3,199.03	-\$73,014.09	\$3,222.66	-\$65,706.81	-\$71,211.00		-\$80,421.00		
Revenue:									
Fitness - In-house	\$12,203.94	\$140,485.14	\$12,543.46	\$138,550.53	\$145,590.00	95.16%	\$141,000.00	98.26%	Under estimated budget due to fewer enrollments.
Fitness - Contract	\$165.60	\$22,749.82	\$280.80	\$24,634.25	\$25,020.00	98.46%	\$25,000.00	98.54%	Under estimated budget due to lower enrollments in Boot Camp during the winter months. Essentrics and summer camps had more registrations than originally estimated.
Personal Training	\$25,404.88	\$198,602.77	\$23,986.43	\$227,574.38	\$224,615.00	101.32%	\$231,500.00	98.30%	Under estimated budget, but still strong sales in personal training throughout the year.
Expenditures:									
Personnel Services	\$29,315.18	\$360,159.65	\$21,730.12	\$370,652.63	\$382,283.00	96.96%	\$393,094.00	94.29%	Under estimated budget due reduction in associated programming revenue.
Benefits	\$2,255.11	\$27,527.47	\$1,661.68	\$28,339.59	\$29,398.00	96.40%	\$30,072.00	94.24%	Under estimated budget due to reduced personnel costs.
Contractual	\$2,805.83	\$38,374.11	\$6,627.10	\$46,891.12	\$42,605.00	110.06%	\$42,605.00	110.06%	Over estimated budget due timing of invoices for contractual boot camp program.
Commodities	\$199.27	\$8,790.59	\$3,569.13	\$10,582.63	\$12,150.00	87.10%	\$12,150.00	87.10%	Under estimated budget due to cost containment.

SPORTS

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Approved Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Revenue	\$2,164.09	\$111,967.27	\$4,112.97	\$110,685.18	\$118,840.00	93.14%	\$111,160.00	99.57%	
Expense	\$1,999.68	\$64,397.43	\$6,307.85	\$67,456.00	\$65,770.00	102.56%	\$62,299.00	108.28%	
Net	\$164.41	\$47,569.84	-\$2,194.88	\$43,229.18	\$53,070.00		\$48,861.00		
Revenue:									
Youth Leagues	\$1,984.09	\$83,603.27	\$3,967.97	\$79,978.75	\$98,150.00	81.49%	\$88,490.00	90.38%	Under estimated budget due to fewer returning basketball teams from previous years. Youth volleyball also had less team registrations.
Instruct. Camps	\$0.00	\$21,850.00	\$0.00	\$22,640.75	\$14,400.00	157.23%	\$16,380.00	138.22%	Over estimated budget due to increased participation in camps.
Climbing Wall	\$180.00	\$6,514.00	\$145.00	\$8,065.68	\$6,290.00	128.23%	\$6,290.00	128.23%	Over estimated budget due to increased registrations in climbing wall camp.
Expenditures:									
Personnel Services	\$960.57	\$37,209.62	\$1,004.40	\$35,031.89	\$38,110.00	91.92%	\$34,921.00	100.32%	Met estimated budget.
Benefits	\$73.41	\$2,862.25	\$76.85	\$2,676.28	\$2,915.00	91.81%	\$2,671.00	100.20%	Met estimated budget.
Contractual	\$0.00	\$12,289.55	\$4,817.60	\$18,903.38	\$10,420.00	181.41%	\$11,898.00	158.88%	Over estimated budget due to increased camp enrollments.
Commodities	\$965.70	\$12,036.01	\$409.00	\$10,844.45	\$14,325.00	75.70%	\$12,809.00	84.66%	Under estimated budget due to cost containment.

AQUATICS

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Approved Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Revenue	\$20,176.54	\$223,557.93	-\$11,565.65	\$170,944.95	\$199,710.00	85.60%	\$155,287.00	110.08%	
Expense	\$5,776.92	\$445,323.63	\$975.20	\$412,549.75	\$467,683.00	88.21%	\$413,926.00	99.67%	
Net	\$14,399.62	-\$221,765.70	-\$12,540.85	-\$241,604.80	-\$267,973.00		-\$258,639.00		
Revenue:									
Programs	\$20,041.54	\$219,195.93	-\$11,565.65	\$167,614.95	\$196,900.00	85.13%	\$151,900.00	110.35%	Over estimated budget due to strong spring season with private lessons and increased enrollments in aquatic camps prior to closure of pools.
Certifications	\$135.00	\$4,362.00	\$0.00	\$3,330.00	\$2,810.00	118.51%	\$3,387.00	98.32%	Met estimated budget
Expenditures:									
Personnel Services	\$8,484.17	\$116,808.36	-\$5,488.58	\$88,811.83	\$118,606.00	74.88%	\$91,789.00	96.76%	Under estimated budget due to closure of pools July 1st; all programming moved outside.
Benefits	\$638.04	\$8,946.18	-\$417.08	\$7,093.36	\$9,226.00	76.88%	\$7,022.00	101.02%	Met estimated budget
Contractual	-\$3,853.75	\$311,792.05	\$6,494.57	\$309,868.48	\$330,886.00	93.65%	\$306,600.00	101.07%	Slightly over estimated budget due to increased enrollment in contractual aquatic camps.
Commodities	\$508.46	\$7,777.04	\$386.29	\$6,776.08	\$8,965.00	75.58%	\$8,515.00	79.58%	Under estimated budget due to closure of pools July 1st.

COMMUNITY RECREATION

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Approved Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Revenue	\$0.00	\$10,084.00	\$0.00	\$8,925.00	\$7,850.00	113.69%	\$5,550.00	160.81%	
Expense	\$0.00	\$7,427.60	\$0.00	\$6,230.00	\$5,500.00	113.27%	\$4,085.00	152.51%	
Net	\$0.00	\$2,656.40	\$0.00	\$2,695.00	\$2,350.00		\$1,465.00		
Revenue:									
General Rec.	\$0.00	\$10,084.00	\$0.00	\$8,925.00	\$7,850.00	113.69%	\$5,550.00	160.81%	Over estimated budget due to high enrollments in summer camps.
Expenditures:									
Contractual	\$0.00	\$7,427.60	\$0.00	\$6,230.00	\$5,500.00	113.27%	\$3,885.00	160.36%	Over estimated budget due to high enrollments in summer camps.
Commodities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$200.00	0.00%	Under estimated budget; not needed

BUILDING OPERATIONS: Includes maintenance personnel costs, contractual services, utilities, building supplies

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Approved Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Expense	\$162,379.01	\$943,631.21	\$133,886.36	\$836,697.94	\$1,018,351.00	82.16%	\$988,589.00	84.64%	
Expenditures:									
Personnel Services	\$44,970.16	\$262,153.00	\$44,733.74	\$288,793.18	\$278,000.00	103.88%	\$278,000.00	103.88%	Utilities under estimated budget due to closure of pools beginning July 1. Contractual services over estimated budget due to several sound system and door repairs throughout the facility, as well as clean up from burst pipe in January 2019. Commodities under estimated budget due to pool closures and cost containment.
Benefits	\$14,458.27	\$82,575.97	\$14,755.05	\$89,164.49	\$86,367.00	103.24%	\$85,512.00	104.27%	
Contractual	\$7,127.79	\$56,935.50	\$4,899.07	\$44,498.29	\$37,241.00	119.49%	\$28,000.00	158.92%	
Utilities	\$81,917.01	\$431,396.21	\$62,284.67	\$329,656.47	\$508,593.00	64.82%	\$488,000.00	67.55%	
Commodities	\$13,905.78	\$110,570.53	\$7,213.83	\$84,585.51	\$108,150.00	78.21%	\$109,077.00	77.55%	

SUMMER QUEST

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Approved Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Revenue	\$38,845.35	\$38,845.35	\$33,676.44	\$33,676.44	\$43,613.00	77.22%	\$42,908.00	78.49%	Met approved budget.
Expense	\$0.00	\$22,145.35	\$6,600.00	\$16,986.21	\$27,113.00	62.65%	\$26,408.00	64.32%	
Net	\$38,845.35	\$16,700.00	\$27,076.44	\$16,690.23	\$16,500.00		\$16,500.00		

FY19 FINANCIAL REPORT - THE CENTER OF CLAYTON

Fund 81: Equipment Replacement Fund

October 1, 2018 - September 30, 2019 - DRAFT

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Fund 81 Starting Balance		\$0		\$0	-\$83,491		\$0		
Revenue	\$0	\$53,103	\$0	\$50,700	\$50,000	101.40%	\$50,700	100.00%	
Expense	\$2,791	\$131,247	\$3,595	\$101,180	\$110,001	91.98%	\$103,594	97.67%	
Net	-\$2,791	-\$78,144	-\$3,595	-\$50,480	-\$60,001		-\$52,894		
Contributions & Transfers		\$78,144		\$0	\$0		\$0		
Fund 81 Adjusted Balance		\$0		-\$50,480	-\$143,492	42.55%	-\$52,894	95.44%	

<i>Revenue:</i>									Remarks
Contribution - City	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	100.00%	\$25,000	100.00%	Met estimated budget
Contribution - CSD	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	100.00%	\$25,000	100.00%	Met estimated budget
Auction/Trade In	\$0.00	\$3,103.03	\$0.00	\$700.00	\$0.00	0.00%	\$700	100.00%	Met estimated budget
Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0	100.00%	Met estimated budget
<i>Expenditures:</i>									
Contractual Services	\$7.65	\$7.65	\$0.00	\$186.56	\$50.00	373.12%	\$187	99.76%	Met estimated budget
Fitness Equipment	\$0.00	\$43,772.90	\$0.00	\$43,844.75	\$52,000.00	84.32%	\$43,845	100.00%	Met estimated budget.
IT Expenditures	\$2,783.30	\$87,466.24	\$3,595.47	\$57,148.68	\$57,951.00	98.62%	\$59,562	95.95%	Under estimated budget due to fewer IT expenses.

FY19 FINANCIAL REPORT - THE CENTER OF CLAYTON

Fund 82: Capital Fund

October 1, 2018 - September 30, 2019 - DRAFT

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Fund 82 Starting Balance		\$0		\$0	\$92,413		\$0		
Revenue	\$0	\$167,147	\$0	\$51,142	\$52,000	101.27%	\$50,500	101.27%	
Expense	\$41,917	\$90,027	\$35,602	\$60,559	\$40,000	289.80%	\$20,897	289.80%	
Net	-\$41,917	\$77,120	-\$35,602	-\$9,417	\$12,000		\$29,603		
Contributions & Transfers		-\$77,120		\$0	\$0		\$0		
Fund 82 Adjusted Balance		\$0		-\$9,417	\$104,413	-31.81%	\$29,603	-31.81%	

Revenue:									Remarks
Contribution - City	\$0.00	\$75,000.00	\$0.00	\$25,000.00	\$25,000.00	100.00%	\$25,000	100.00%	Met estimated budget
Contribution - CSD	\$0.00	\$75,000.00	\$0.00	\$25,000.00	\$25,000.00	100.00%	\$25,000	100.00%	Met estimated budget
Interest Income	\$0.00	\$519.00	\$0.00	\$0.00	\$2,000.00	0.00%	\$0	0.00%	Low fund balance
Miscellaneous Income	\$0.00	\$16,627.91	\$0.00	\$1,141.81	\$0.00	0.00%	\$500	0.00%	Over estimated budget due to Insurance reimbursement and sales of surplus items on GovDeals.
Expenditures:									
Equipment	\$7,282.16	\$28,514.34	\$0.00	\$1,406.00	\$10,000.00	14.06%	\$5,356.00	26.25%	Replacement amplifiers in building
Facility Interior	\$11,848.60	\$31,690.87	\$0.00	\$2,023.42	\$10,000.00	20.23%	\$2,023	100.02%	Repairs to roof
Facility Exterior	\$2,409.75	\$4,250.00	\$0.00	\$2,915.00	\$10,000.00	29.15%	\$7,915	36.83%	Repairs to front doors of facility
Pool Area	\$20,376.48	\$25,571.42	\$35,601.60	\$54,214.57	\$10,000.00	542.15%	\$5,603	967.60%	New small slide for Leisure Pool, repairs to windows In Leisure Pool, new pumps for pool filter room, repairs to pipes under pool deck and new starting blocks for the Competition Pool.

FY19 FINANCIAL REPORT - THE CENTER OF CLAYTON

Fund 83: Construction Fund

October 1, 2018 - September 30, 2019 - DRAFT

	Sep-18	FY18 Actual	Sep-19	FY19 Actual	FY19 Budget	% Achieved of Approved Budget	FY19 Estimated Budget	% Achieved of Estimated Budget	Remarks
Fund 83 Starting Balance		\$0		\$0	\$0		\$0		
Revenue	\$86,662	\$86,662	\$2,445,942	\$3,703,697	\$5,000,000	74.07%	\$5,000,000	74.07%	
Expense	\$86,662	\$86,662	\$986,542	\$3,703,697	\$5,000,000	74.07%	\$5,000,000	74.07%	
Net	\$0	\$0	\$1,459,400	\$0	\$0		\$0		
Contributions & Transfers		\$0		\$0	\$0		\$0		
Fund 83 Adjusted Balance		\$0		\$0	\$0		\$0		

<i>Revenue:</i>									Remarks
Contribution - City	\$43,331.07	\$43,331.07	\$1,216,210.48	\$1,851,848.61	\$2,500,000.00	74.07%	\$2,500,000	74.07%	Parent entities are billed as expenses occur.
Contribution - CSD	\$43,331.08	\$43,331.08	\$1,229,731.52	\$1,851,848.61	\$2,500,000.00	74.07%	\$2,500,000	74.07%	Parent entities are billed as expenses occur.
<i>Expenditures:</i>									
Service Contracts - General	\$58,854.15	\$58,854.15	\$984,784.57	\$3,082,447.54	\$0.00	0.00%	\$4,383,508.00	70.32%	Includes fees for architects, general contractor, parking lot expansion, UV light replacement
Equipment	\$27,808.00	\$27,808.00	\$1,757.86	\$618,249.86	\$2,000,000.00	30.91%	\$616,492	100.29%	Pool HVAC replacement
Facility Improvements Interior	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200,000.00	0.00%	\$0	0.00%	
Facility Improvements Exterior	\$0.00	\$0.00	\$0.00	\$0.00	\$800,000.00	0.00%	\$0	0.00%	
Facility Improvements Pool Area	\$0.00	\$0.00	\$0.00	\$3,000.00	\$1,000,000.00	0.30%	\$0	0.00%	



Clayton Recreation, Sports and Wellness Commission

To: CRSWC

From: Toni Siering, Assistant Director of Parks & Recreation
 Patty DeForrest, Director of Parks & Recreation

Date: February 21, 2020

RE: Executive Summary – FY19 Year End Financial Report

Attached is a DRAFT of the FY19 Year End Financial Report for the CRSWC. The charts below summarize the activity within each of the three CRSWC Funds.

FY2019 Estimated	Operating Fund (80)	ERF (81)	Capital Fund (82)	Total
Starting balance 10/01/18	\$0	\$0	\$0	\$0
Revenue	\$2,933,339	\$50,700	\$51,142	\$3,035,181
Expenses	\$3,061,388	\$101,180	\$60,559	\$3,223,127
Net	(\$128,049)	(\$50,480)	(\$9,417)	(\$187,946)
ESTIMATED CSD & CITY CONTRIBUTIONS	\$128,049	\$50,480	\$9,417	\$187,946
Ending Balance 9/30/19	\$0	\$0	\$0	\$0

Fund 80: Operating Fund			
	FY19 Year End Estimate	Actual	%age Achieved
Beginning Balance	\$0	\$0	
FY19 Revenue	\$3,197,064	\$2,933,339	91.75%
FY19 Expenditures	\$3,257,862	\$3,061,388	93.97%
FY19 Net	(\$60,798)	(\$128,049)	
Ending Balance	(\$60,798)	(\$128,049)	210.61%

Fund 80 Notes:

- Daily fees ended under estimated budget due to fewer daily admissions overall, particularly during the summer season when the pools were closed. Additionally, adult non-resident daily fees were 35.5% lower than in previous years.
- Under projected budget due to facility renovations and declining memberships over the past several years.
- Rentals ended below estimated budget due to the loss of meeting room space during renovations, as meeting rooms were used for member services, as well as parking issues during the day. A large basketball tournament also cancelled, resulting in a loss of gym rental revenue. Rental revenue in the pools was also down due to the closure during renovations.
- Staff monitored program areas throughout the year, and most expenses were kept at or under budget at year-end.

- **Administration:** Overall expenditures were under budget due to cost containment in contractual services and commodities expenses. Salaries and related benefits were under budget due to vacancies in the full-time fitness positions in FY19.
- **Fitness:** The fitness department ended below estimated budget for in-house programs due to fewer enrollments than anticipated. Personal training revenue was under estimated budget, but still had strong sales throughout the year and new trainers on staff are expected to continue that trend. Expenses were under projections due to shift vacancies and cost containment.
- **Sports:** Youth Leagues revenue was down due to lower than anticipated youth sports team registrations. However, summer camps were over budget with higher than projected enrollments across the board. Commodities were reduced through cost containment.
- **Aquatics:** Aquatic programming revenue was over budget at year-end due to high demand for private swim lessons and increased enrollments in camps prior to the pool closures. Personnel expenses ended below budget due to the closure of the pools and relocation of programming to Shaw Park Aquatic Center. Commodities were below estimations, as supplies were not needed during the pool closures.
- **Community Recreation:** Community Recreation was over estimated revenue due to increased enrollments in summer camps. Contractual expenses were increased accordingly.
- **Building Operations:** Overall, the facility services department was under budget for year-end due to decreased utility expenses during the pool closures. Contractual services were over budget due to several sound system repairs throughout the facility. Commodities ended below budget due to pool closures and cost containment.

Fund 81: Equipment Replacement Fund			
	FY19 Year End Estimate	Actual	%age Achieved
Beginning Balance	\$0	\$0	
FY19 Revenue	\$50,700	\$50,700	100.00%
FY19 Expenditures	\$103,594	\$101,180	97.67%
FY19 Net	(\$52,894)	(\$50,480)	
Ending Balance	(\$52,894)	(\$50,480)	95.44%

Fund 81 Notes:

- Equipment Replacement Fund income in FY19 is largely contributions from the City of Clayton and School District of Clayton (\$25,000 each).
 - Additional income is received from surplus equipment sales, which resulted in income of over \$700 in FY19.
- Fund 81 expenses in FY19 included:
 - Fitness center annual equipment replacement purchases = \$43,845
 - IT expenses = \$59,562

Fund 82: Capital Fund			
	FY19 Year End Estimate	Actual	%age Achieved
Beginning Balance	\$0	\$0	
FY19 Revenue	\$50,500	\$51,142	101.27%
FY19 Expenditures	\$20,897	\$60,559	289.80%
FY19 Net	\$29,603	(\$9,417)	
Ending Balance	\$29,603	(\$9,417)	-31.81%

Fund 82 Notes:

- Capital Fund income is primarily contributions from the City of Clayton and School District of Clayton (\$25,000 each).
 - Additional income in FY19 was an insurance reimbursement and sales of surplus items on government auction website (\$500).
- Fund 82 major expenses in FY19 included:
 - Equipment = \$1,406 – replacement amplifiers in building
 - Under estimated budget.
 - Facility Exterior = \$2,915 – repairs to front doors of building
 - Under estimated budget
 - Facility Interior = \$2,023 – roof repairs
 - Met estimated budget
 - Pool Area = \$54,215 – repairs to windows in leisure pool, new small slide in leisure pool, new pumps for filter room, repairs to pipes under pool deck, new starting blocks and water polo goals (split with the District) for competition pool.
 - Over estimated budget

FY20 FINANCIAL REPORT - THE CENTER OF CLAYTON

Fund 80: Operating Fund

October 1, 2019 - December 31, 2019

	Previous Year		% Achieved Year to Date	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
	Dec-18	To Date							
		\$0.00		\$0		\$0.00		\$0	
Revenue	\$441,620.16	\$889,719.25	30.33%	\$2,933,339	\$206,663.78	\$626,258.25	19.12%	\$3,275,593	
Expense	\$357,541.84	\$701,919.16	22.93%	\$3,061,388	\$290,972.62	\$681,349.65	19.84%	\$3,434,778	
Net	\$84,078.32	\$187,800.09		-\$128,049	-\$84,308.84	-\$55,091.40		-\$159,185	
Transfers		\$0.00		\$0		\$0.00		\$0	
Fund 25 Adjusted Balance		\$187,800.09		-\$128,049		-\$55,091.40		-\$159,185	

ADMINISTRATION: Revenues include Daily Pass, Annual Pass, Rentals, Food Service, Child Care, Miscellaneous, & Reimbursements

	Dec-18	Previous YTD	% Achieved Previous YTD	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
	Revenue	\$393,658.08	\$712,762.56	32.13%	\$2,218,348.36	\$167,465.10	\$475,265.25	18.93%	
Expense	\$112,184.20	\$287,504.85	22.73%	\$1,265,002.48	\$98,212.59	\$329,981.00	24.66%	\$1,338,153	
Net	\$281,473.88	\$425,257.71		\$953,345.88	\$69,252.51	\$145,284.25		\$1,172,636	
Revenue:									
Daily Fees	\$13,392.00	\$30,941.00	31.24%	\$99,054.00	\$12,723.00	\$28,598.00	21.60%	\$132,380	Behind FY19 due to facility renovations and lagging daily admissions over the past year.
Annual Passes	\$163,401.40	\$435,450.28	26.28%	\$1,656,859.92	\$145,386.24	\$413,946.35	20.90%	\$1,981,000	Behind last year to date due to declining memberships throughout FY19 and on-going facility renovations. Membership revenue has continued to increase each month since October and a full scale marketing plan is underway for the Center 20th anniversary.
Rentals	\$15,686.97	\$43,779.58	31.29%	\$139,928.61	\$9,164.28	\$31,220.32	18.17%	\$171,850	Behind FY19 due to facility renovations. Meeting rooms are being used for member services and lack of parking for daytime rentals during the week.
Food Service	\$935.77	\$935.77	9.62%	\$9,728.01	\$1,068.58	\$1,068.58	9.46%	\$11,300	On track to meet budget
Child Care	\$54.00	\$187.50	31.46%	\$596.00	\$10.00	\$80.00	11.27%	\$710	Behind last year due to less usage in alternate location during renovation.
Misc.	\$187.94	\$1,468.43	7.92%	\$18,537.94	-\$887.00	\$352.00	1.99%	\$17,719	On track to meet budget
Reimbursements	\$0.00	\$0.00	0.00%	\$46,873.88	\$0.00	\$0.00	0.00%	\$45,830	On track to meet budget; first bill in January.
Contributions	\$200,000.00	\$200,000.00	81.05%	\$246,770.00	\$0.00	\$0.00	0.00%	\$150,000	On track to meet budget; billed in January.
Expenditures:									
Personnel Services	\$59,068.69	\$175,933.36	23.85%	\$737,776.83	\$61,059.05	\$178,714.97	22.66%	\$788,578	On track to meet budget
Benefits	\$16,061.23	\$48,928.89	25.01%	\$195,657.21	\$15,380.74	\$45,877.07	22.31%	\$205,660	On track to meet budget
Contractual	\$35,392.51	\$58,085.53	18.94%	\$306,671.20	\$21,075.47	\$100,962.50	32.04%	\$315,153	On track to meet budget
Commodities	\$1,661.77	\$4,557.07	18.30%	\$24,897.24	\$697.33	\$4,426.46	15.39%	\$28,762	On track to meet budget

FITNESS

	Dec-18	Previous YTD	% Achieved Previous YTD	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
Revenue	\$26,447.00	\$82,083.74	21.01%	\$390,759.16	\$21,596.96	\$66,672.09	16.54%	\$403,000	
Expense	\$33,720.42	\$103,209.68	22.61%	\$456,465.97	\$29,461.46	\$88,571.91	17.74%	\$499,393	
Net	-\$7,273.42	-\$21,125.94		-\$65,706.81	-\$7,864.50	-\$21,899.82		-\$96,393	
Revenue:									
Fitness - In-house	\$8,108.90	\$30,294.18	21.87%	\$138,550.53	\$7,533.93	\$29,474.77	20.61%	\$143,000	On track to meet budget.
Fitness - Contract	\$28.12	\$401.66	1.63%	\$24,634.25	\$32.40	\$614.88	2.46%	\$25,000	On track to meet budget; Boot Camp program revenue will be in second quarter.
Personal Training	\$18,309.98	\$51,387.90	22.58%	\$227,574.38	\$14,030.63	\$36,582.44	15.57%	\$235,000	Behind FY19 revenue and could end under budget due to slower sales year to date.
Expenditures:									
Personnel Services	\$30,137.93	\$98,506.16	24.69%	\$398,992.22	\$27,833.92	\$84,504.84	19.01%	\$444,588	On track to meet budget
Contractual	\$3,397.07	\$3,888.59	8.29%	\$46,891.12	\$980.20	\$3,372.21	7.92%	\$42,605	On track to meet budget
Commodities	\$185.42	\$814.93	7.70%	\$10,582.63	\$647.34	\$694.86	5.70%	\$12,200	On track to meet budget

SPORTS

	Dec-18	Previous YTD	% Achieved Previous YTD	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
Revenue	\$11,025.04	\$60,718.21	54.86%	\$110,685.18	\$5,654.45	\$58,104.00	51.84%	\$112,076	
Expense	\$1,164.25	\$10,400.52	15.42%	\$67,456.00	\$6,858.99	\$11,170.73	16.40%	\$68,095	
Net	\$9,860.79	\$50,317.69		\$43,229.18	-\$1,204.54	\$46,933.27		\$43,981	
Revenue:									
Youth Leagues	\$10,971.04	\$60,288.54	75.38%	\$79,978.75	\$5,613.45	\$57,785.00	64.92%	\$89,015	On track to end under budget due to fewer team registrations in basketball.
Instruct. Camps	\$0.00	\$0.00	0.00%	\$22,640.75	\$0.00	\$0.00	0.00%	\$16,380	On track to meet budget; majority of sports camps are held in summer.
Climbing Wall	\$54.00	\$429.67	5.33%	\$8,065.68	\$41.00	\$319.00	4.77%	\$6,681	On track to meet budget
Expenditures:									
Personnel Services	\$741.43	\$3,793.45	10.06%	\$37,708.17	\$1,228.88	\$4,797.99	11.28%	\$42,552	On track to meet budget
Contractual	\$0.00	\$0.00	0.00%	\$18,903.38	\$0.00	\$0.00	0.00%	\$11,898	On track to meet budget; most contractual camps held in summer.
Commodities	\$422.82	\$6,607.07	60.93%	\$10,844.45	\$5,630.11	\$6,372.74	46.70%	\$13,645	On track to meet budget

AQUATICS

	Dec-18	Previous YTD	% Achieved Previous YTD	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
Revenue	\$10,490.04	\$34,154.74	19.98%	\$170,944.95	\$11,947.27	\$26,216.91	13.11%	\$200,030	
Expense	\$64,911.53	\$145,677.66	35.31%	\$412,549.75	\$91,621.52	\$98,110.90	20.54%	\$477,599	
Net	-\$54,421.49	-\$111,522.92		-\$241,604.80	-\$79,674.25	-\$71,893.99		-\$277,569	
Revenue:									
Programs	\$10,274.04	\$33,682.74	20.10%	\$167,614.95	\$11,917.27	\$26,066.91	13.22%	\$197,140	Behind budget due to late opening of the Leisure Pool. Group and private swim lessons began to increase in December and are expected to be strong again this spring.
Certifications	\$216.00	\$472.00	14.17%	\$3,330.00	\$30.00	\$150.00	5.19%	\$2,890	On track to meet budget
Expenditures:									
Personnel Services	\$8,954.38	\$28,450.57	29.67%	\$95,905.19	\$7,304.26	\$12,359.35	9.28%	\$133,238	Behind budget due to late opening of the Leisure Pool.
Contractual	\$54,517.00	\$113,402.74	36.60%	\$309,868.48	\$83,778.00	\$84,088.00	25.05%	\$335,696	On track to meet budget
Commodities	\$1,440.15	\$3,824.35	56.44%	\$6,776.08	\$539.26	\$1,663.55	19.20%	\$8,665	On track to meet budget

COMMUNITY RECREATION (INCLUDES SUMMERQUEST)

	Dec-18	Previous YTD	% Achieved Previous YTD	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
Revenue	\$0.00	\$0.00	0.00%	\$42,601.44	\$0.00	\$0.00	0.00%	\$49,698	
Expense	\$0.00	\$0.00	0.00%	\$23,216.21	\$0.00	\$0.00	0.00%	\$31,658	
Net	\$0.00	\$0.00		\$19,385.23	\$0.00	\$0.00		\$18,040	
Revenue									
General Rec.	\$0.00	\$0.00	0.00%	\$42,601.44	\$0.00	\$0.00	0.00%	\$49,698	Revenue is general recreation summer camps and SummerQuest, revenue is realized in third and fourth quarters. Expected to meet budget.
Expenditures									
Personnel Services	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$20,798	On track to meet budget
Contractual	\$0.00	\$0.00	0.00%	\$23,216.21	\$0.00	\$0.00	0.00%	\$10,660	On track to meet budget
Commodities	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$200	On track to meet budget

BUILDING OPERATIONS: Includes maintenance personnel costs, contractual services, utilities, building supplies

	Dec-18	Previous YTD	% Achieved Previous YTD	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
Expense	\$145,561.44	\$155,126.45	18.54%	\$836,697.94	\$64,818.06	\$153,515.11	15.05%	\$1,019,880	
Expenditures									
Personnel Services	\$46,074.54	\$46,074.54	15.95%	\$288,793.18	\$23,295.54	\$47,521.06	16.60%	\$286,340	
Benefits	\$14,618.12	\$14,618.12	16.39%	\$89,164.49	\$7,489.11	\$15,114.98	16.53%	\$91,418	On track to meet budget at this time. Higher utility expenses are generally experienced during summer months.
Contractual	\$2,460.30	\$5,001.58	11.24%	\$44,498.29	\$2,620.15	\$4,167.57	13.02%	\$32,000	
Utilities	\$65,434.50	\$66,250.67	20.10%	\$329,656.47	\$28,777.97	\$71,455.84	14.33%	\$498,472	
Commodities	\$16,973.98	\$23,181.54	27.41%	\$84,585.51	\$2,635.29	\$15,255.66	13.66%	\$111,650	

FY20 FINANCIAL REPORT - THE CENTER OF CLAYTON

Fund 81: Equipment Replacement Fund

October 1, 2019 - December 31, 2019

	Previous Year		% Achieved Year to Date	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
	Dec-18	To Date							
Fund 26 Starting Balance		\$0.00		\$0		\$0.00		\$0	
Revenue	\$50,000.00	\$50,000.00	98.62%	\$50,700	\$0.00	\$0.00	0.00%	\$51,000	
Expense	\$0.00	\$7,016.40	6.93%	\$101,180	\$231.20	\$8,334.80	10.08%	\$82,722	
Net	\$50,000.00	\$42,983.60		-\$50,480	-\$231.20	-\$8,334.80		-\$31,722	
Transfers		\$0.00		\$0		\$0.00		\$0	
Fund 26 Adjusted Balance		\$42,983.60		-\$50,480		-\$8,334.80		-\$31,722	

Revenue:									Remarks
	Dec-18	To Date	% Achieved Year to Date	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	
Contribution - City	\$25,000.00	\$25,000.00	100.00%	\$25,000.00	\$0.00	\$0.00	0.00%	\$25,000	Billed in January
Contribution - CSD	\$25,000.00	\$25,000.00	100.00%	\$25,000.00	\$0.00	\$0.00	0.00%	\$25,000	Billed in January
Income from Auctions/Trades	\$0.00	\$0.00	0.00%	\$700.00	\$0.00	\$0.00	0.00%	\$1,000	
Interest Income	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$0	
Expenditures:									
Contractual Services	\$0.00	\$0.00	0.00%	\$186.56	\$0.00	\$0.00	0.00%	\$0	
Fitness Equipment	\$0.00	\$0.00	0.00%	\$43,844.75	\$0.00	\$0.00	0.00%	\$42,000	On track to meet budget
IT Expenditures	\$0.00	\$7,016.40	12.28%	\$57,148.68	\$231.20	\$8,334.80	20.47%	\$40,722	On track to meet budget

FY20 FINANCIAL REPORT - THE CENTER OF CLAYTON

Fund 82: Capital Fund

October 1, 2019 - December 31, 2019

	Dec-18	Previous Year To Date	% Achieved Year to Date	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
Fund 28: Starting Balance		\$0.00		\$0		\$0.00		\$0	
Revenue	\$50,000.00	\$50,000.00	97.77%	\$51,142	\$0.00	\$0.00	0.00%	\$200,500	
Expense	\$0.00	\$5,602.63	9.25%	\$60,559	\$2,950.00	\$4,029.50	2.69%	\$150,000	
Net	\$50,000.00	\$44,397.37		-\$9,417	-\$2,950.00	-\$4,029.50		\$50,500	
Transfers		\$0.00				\$0.00		\$0	
Fund 28 Adjusted Balance		\$44,397.37		-\$9,417		-\$4,029.50		\$50,500	

Revenue:									Remarks
Contribution - City	\$25,000.00	\$25,000.00	100.00%	\$25,000.00	\$0.00	\$0.00	0.00%	\$100,000	Billed in January
Contribution - CSD	\$25,000.00	\$25,000.00	100.00%	\$25,000.00	\$0.00	\$0.00	0.00%	\$100,000	Billed in January
Interest Income	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$500	
Miscellaneous Income	\$0.00	\$0.00	0.00%	\$1,141.81	\$0.00	\$0.00	0.00%	\$0	
Expenditures:									
Equipment	\$0.00	\$0.00	0.00%	\$1,406.00	\$2,950.00	\$2,950.00	4.54%	\$65,000	New auto-scrubber for locker rooms
Facility Exterior	\$0.00	\$0.00	0.00%	\$2,023.42	\$0.00	\$0.00	0.00%	\$10,000	No expenses to date.
Facility Interior	\$0.00	\$0.00	0.00%	\$2,915.00	\$0.00	\$1,079.50	1.66%	\$65,000	Plumbing repairs
Pool Area	\$0.00	\$5,602.63	10.33%	\$54,214.57	\$0.00	\$0.00	0.00%	\$10,000	No expenses to date.

FY20 FINANCIAL REPORT - THE CENTER OF CLAYTON

Fund 83: Construction Fund

October 1, 2019 - December 31, 2019

	Dec-18	Previous Year To Date	% Achieved Year to Date	FY19 Actual	Dec-19	Year To Date	% Achieved Year to Date	FY20 Budget	Remarks
Fund 83: Starting Balance		\$0.00		\$0		\$0.00		\$0	
Revenue	\$307,247.20	\$614,494.40	0.00%	\$3,703,697	\$1,788,779.51	\$1,784,455.53	23.66%	\$7,541,146	
Expense	\$194,655.35	\$722,487.60	19.51%	\$3,703,697	\$18,433.28	\$1,662,818.93	22.05%	\$7,541,146	
Net	\$112,591.85	-\$107,993.20		\$0	\$1,770,346.23	\$121,636.60		\$0	
Transfers		\$0.00				\$0.00		\$0	
Fund 83 Adjusted Balance		-\$107,993.20		\$0		\$121,636.60		\$0	

Revenue:									Remarks
Contribution - City	\$307,247.20	\$307,247.20	0.00%	\$1,851,848.61	\$896,852.46	\$896,852.46	23.79%	\$3,770,573	Parent entities billed monthly.
Contribution - CSD	\$0.00	\$307,247.20	0.00%	\$1,851,848.61	\$891,927.05	\$887,603.07	23.54%	\$3,770,573	Parent entities billed monthly.
Expenditures:									
Service Contracts - General	\$119,979.35	\$123,995.60	4.02%	\$3,082,447.54	\$15,209.07	\$1,659,594.72	22.01%	\$7,541,146	Includes fees for architects, general contractor, parking lot expansion, UV light replacement
Equipment	\$74,676.00	\$598,492.00	96.80%	\$618,249.86	\$3,224.21	\$3,224.21	0.00%	\$0	Pool HVAC Replacement
Facility Improvements Interior	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$0	
Facility Improvements Exterior	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$0	
Facility Improvements Pool Area	\$0.00	\$0.00	0.00%	\$3,000.00	\$0.00	\$0.00	0.00%	\$0	



Clayton Recreation, Sports and Wellness Commission

To: CRSWC

From: Toni Siering, Assistant Director of Parks & Recreation
Patty DeForrest, Director of Parks & Recreation

Date: February 21, 2020

RE: Executive Summary – FY20 1st Quarter Financial Report

Attached is the FY20 1st Quarter Financial Report for the CRSWC. The charts below summarize the activity within each of the three CRSWC Funds with accompanying notes to identify highlights.

Fund 80: Operating Fund			
	FY20 Approved Budget	Year To Date	%age Achieved
Beginning Balance	\$0	\$0	
FY20 Revenue	\$3,275,593	\$626,258	19.12%
FY20 Expenditures	\$3,434,778	\$681,350	19.84%
FY20 Net	(\$159,185)	(\$55,091)	
Year-End Transfers	\$0	\$0	
Ending Balance	(\$159,185)	(\$55,091)	34.61%

Notes:

- Daily fees are behind previous year to date due to lagging daily admissions sales over the past year. We have not seen any increase in adult pick-up basketball games, which are largely daily fee customers. On-going facility closures have affected daily fees as well.
- Membership sales continue to be flat overall. A declining membership base over the past few years and on-going renovations have slowed membership sales.
 - Membership revenue increased 4.6% from October to November and 5.4% from November to December.
 - The Center's 20th Anniversary celebration is a prime opportunity to market our newly renovated facility and plans are underway for a large marketing push.
- Most programming and rentals are comparable to the first quarter of FY19.
 - The Fitness Department is on track to meet budget currently. Personal Training sales are behind FY19 but are brisk heading into the busy season.
 - The Sports Department's net is behind revenue compared to last year due to fewer returning team registrations in basketball.
 - The Aquatics Department's in-house program revenue on track to meet budget at this time. Although the Leisure Pool opened later, which delayed Group and Private Swim Lessons, sales have begun to increase, and strong sale are expected in Spring.
 - The Community Recreation Department's programming is general recreation summer camps and SummerQuest. Revenue will be realized in the fourth quarter of FY20.
 - Building Operations are on track to meet budget currently.

- As always, staff will continue to monitor expenses in relation to program revenue and adjust as necessary.

Fund 81: Equipment Replacement Fund			
	FY20 Approved Budget	Year To Date	%age Achieved
Beginning Balance	\$0	\$0	
FY20 Revenue	\$51,000	\$0	0.00%
FY20 Expenditures	\$82,722	\$8,335	10.08%
FY20 Net	(\$31,722)	(\$8,335)	
Year-End Transfers	\$0	\$0	
Ending Balance	(\$31,722)	(\$8,335)	26.27%

Notes:

- There was no income this quarter (received in January).
- Expenses this quarter include:
 - \$6,335 = FY20 IT expenditures

Fund 82: Capital Fund			
	FY20 Approved Budget	Year To Date	%age Achieved
Beginning Balance	\$0	\$0	
FY20 Revenue	\$200,500	\$0	0.00%
FY20 Expenditures	\$150,000	\$4,030	2.69%
FY20 Net	\$50,500	(\$4,030)	
Year-End Transfers	\$0	\$0	
Ending Balance	\$50,500	(\$4,030)	-7.98%

Notes:

- There was no Income this quarter (received in January).
- Expenses this quarter include:
 - Equipment: \$2,950 = new auto scrubber for locker room floors and pool decks
 - Facility Interior: \$1,080 = plumbing repairs

**The Center of Clayton
Membership Report
As of December 31, 2019**

	Platinum Memberships 12/31/2019	Platinum Comparison 12/31/2018	Monthly Memberships 12/31/2019	Monthly Comparison 12/31/2018	Annual Memberships 12/31/2019	Annual Comparison 12/31/2018	Total Memberships 12/31/2019	Total Memberships 12/31/2018	Net Difference vs. last yr.	Total Memberships 11/30/2019	Net Difference vs. last month
<u>Membership Type</u>											
Resident Youth	2	1	31	19	8	8	41	28	13	43	-2
Corporate Youth	0	0	2	2	0	1	2	3	-1	2	0
Non-Resident Youth	0	0	11	11	1	1	12	12	0	8	4
Resident Adult	9	13	218	222	57	51	284	286	-2	284	0
Corporate Adult	3	5	155	185	26	34	184	224	-40	192	-8
Non-Resident Adult	7	2	134	167	19	21	160	190	-30	154	6
Resident Family	143	161	389	378	123	110	655	649	6	651	4
Corporate Family	39	54	211	205	60	58	310	317	-7	303	7
Non-Resident Family	22	31	104	93	32	35	158	159	-1	153	5
Resident Senior	22	28	217	192	197	188	436	408	28	438	-2
OASIS Senior	4	6	92	104	64	87	160	197	-37	164	-4
Corporate Senior	6	9	101	104	37	35	144	148	-4	140	4
Non-Resident Senior	3	6	143	131	42	35	188	172	16	187	1
Total Memberships	260	316	1808	1813	666	664	2734	2793	-59	2719	15
<u>Employee Membership Type</u>											
CSD Employee	0	0	0	0	388	316	388	316	72	386	2
CSD Employee Family	3	6	38	40	6	7	47	53	-6	48	-1
City Employee - Full Time	131	140	0	0	0	0	131	140	-9	131	0
City Employee Family - Full Time	36	31	0	0	0	0	36	31	5	36	0
City/Center Employee - Part Time	0	13	0	0	172	147	172	160	12	162	10
City/Center Employee Family - Part Time	0	5	17	20	8	9	25	34	-9	25	0
Total Employee Memberships	170	195	55	60	574	479	799	734	65	788	11

NOTES:

► Employee Memberships:

The School District pays \$20,000 per fiscal year for up to 400 full-time employee memberships

The City pays \$10,000 per fiscal year for up to 200 full-time employee memberships. The City also pays \$100 each for full time employees to upgrade to a family Platinum membership as a benefit of employment.

Center employees receive a complimentary membership during their employment; employees who wish to upgrade to family memberships pay the difference between the employee rate and the family rate for Platinum, Annual or Monthly memberships.

► There were a total of 79 monthly membership terminations at the end of December 2019 (compared to 80 in December 2018). Reasons for terminations this month:

Monthly Payment Declined	26	Reason Not Given	3
Lack of Use	13	Medical	3
Moving Away	11	Seasonal	2
Choose Competitor	9	No Longer Employed in Clayton	1
Travel	6	Customer Service	1
Other	4		

► 21 memberships were either upgraded or downgraded this month.

Facility	"Senior" Age	Senior Discounts
Community Centers, etc.		
The Center of Clayton	60	Annual Membership (discount off adult rate): 20% Resident Discount, 20% Corporate Discount, 28% Non Resident Discount
Gateway Region YMCAs	65	10% membership discount off adult rate; most locations offer Silver Sneakers available for 65+
Centennial Commons - University City	60	Senior and Senior Couple Options. 37.5% Discount off adult or couple rate. Silver Sneakers available for 65+
The Heights - Richmond Heights	60	44.4% Single Senior Discount off adult rate. 26.5% Two Seniors off family rate. Silver Sneakers available for 65+
Webster Groves	62	50% Resident Discount off adult rate, 25% Non-Resident Discount of adult rate
Maryland Heights	62	Daily Fees (discount off adult rate): 25% Resident Discount, 20% Non-Resident Discount Annual Fees (discount off adult rate): 25% Resident and Non-Resident
The Lodge - Des Peres	60	18% Resident Discount off adult rate, 23% Non-Resident Discount off adult rate
St. Vincent Community Center	65	30% Discount on adult annual rate. Silver Sneakers available for 65+
JCCA	Unknown	No senior discount listed
Fitness Centers		
Anytime Fitness	65	Silver Sneakers available for 65+
Wellbridge Athletic Club and Spa	Unknown	No senior discount listed
24 Hour Fitness	Unknown	No senior discount listed
Planet Fitness Overland	65	Silver Sneakers available for 65+
St. Louis Workout	65	Silver Sneakers available for 65+
Snap Fitness Clayton	65	Silver Sneakers available for 65+
Entertainment, etc.		
Missouri Botanical Garden	65	\$4 (\$10 discount off regular admission of \$14)
St. Louis Aquarium	65	20% discount off adult rate
Marcus Theaters	60	\$6 movies before 5:30pm on Fridays
St. Louis Symphony	65	Half price tickets available 90 minutes prior to performance
Butterfly House	65	\$5 (\$1 discount off regular admission of \$6)
AMC Theaters	60	30% off adult admission; Senior Tuesday up to 60% off admission
Metro	65	50% discount
Great Clips	65	\$3 discount on haircuts
Enterprise Rent A Car	50	5% discount for AARP members
Kohl's	60	15% discount on Wednesdays
Walgreens	55	20% discount on special senior day once/month
Food		
Applebee's	60	15% discount
Chick Fil A	55	10% discount or free coffee/drink
Subway	60	10% discount



1

Center Mission Statement

The Center of Clayton will serve the evolving needs and interests of all constituencies of the City of Clayton and the School District of Clayton by providing a broad range of recreation, sports, wellness and community-based programs.

2

Goals

- Increase Utilization

Metric	Target	Current Est.	Difference
Increase Number of Members	8,200	7,229	12.2 %
Increase Program Participants	18,000	16,000	12.5 %
Increase Facility Rentals	\$200,000	\$170,000	17.6 %

- Increase Operational Cost Recovery
 - Target = 90 - 100%
 - FY19 = 95.8%
 - Original Projection = 85 - 88%

3

Timeline

Service Review	Underway
Member Directed Promotion	April 15
Past Member Promotion	May 1
Relaunch Advertising Push	May 15
Fall Advertising Push	September 1
Winter Advertising Push	November 23

4

Service Review Areas

Facility Hours
Building & Summer
Kid Center
YAC
Rec Swim
Open Climb

Admission
Membership Packages
Admission Fees
Discounts
Partnerships

Programs
Registration Process
Fitness Class Selection
Fitness Class Hours
New Program Offerings

Room utilization
Party Room Uses
Rental Groups
Alcohol Policy

5

Service Review Methods

INTERNAL

- User Counts (Before Construction)
- Use agreements
- Member Survey – February 2020

EXTERNAL

- Competitor Comparison
- Community Survey – Summer 2020
- Focused Research as Needed

6

Promotion Phase 1: April 15



TARGET: Existing Members

- Thank you giveaways
- Bring a friend pass
- Communications to Highlight Service Improvements
 - Updated WIFI
 - New TV Sound System
 - Any changes from Service Review

7

Promotion Phase 2: May 1



TARGET: Past Members

- Send promotional email
 - so joining
 - Highlight building & service enhancements
- Follow-up Promotional Letter
 - For those who do not sign up after

8

Promotion Phase 3: May 15

TARGET: New Members

- Postcard
 - New amenity focus
 - Include rental & program offerings
- Press Release
 - West End World
 - Ladue News
 - City news channels
- Update all social & web photography
- Facebook Ad
- Google Ad
- NextDoor Ad
- Ad Pages or Groupon for Summer Membership & rentals
- Update photography on website, social media & search pages



9

Reopening Events: May



(also 20 year anniversary)

- May 16 - 18
- Fitness Classes Demos
- Organized gym sports activities
- Raffles with prizes from local vendors
- Exclusive promotional discount

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Beyond



Fall Promotion

- Postcard
- School District Open House Events
- Social Media Ads
- Search Ads
- Corporate Challenge Partnership



Winter Promotion

- Postcard
- Social Media Ads
- Search Ads
- Corporate Free Week Mailing

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Clayton Recreation, Sports and Wellness Commission

Meeting Minutes

November 15, 2019
Center of Clayton
8:30 a.m.

The meeting was called to order at 8:35 a.m. by Amy Rubin.

Those in attendance: Ira Berkowitz
Joe Miller
Amy Rubin
Ken Shapiro
Todd Thomason
Mark Winings
Janet Watson – Ex-Officio

Those absent: Sean Doherty – Ex-Officio

1. Addresses from the Audience

There were no addresses from the audience.

2. Discussion Items

June 2019 Membership Report

Toni Siering, Assistant Director of Parks & Recreation, provided a summary of membership activity for September 2019 to the Commission.

Lease Updates

Patty DeForrest, Director of Parks and Recreation, presented to the Commission a proposed lease amendment for Subway.

Center Capital Project Update

Patty DeForrest provided an update on the Center of Clayton capital project to the Commission.

3. Action Items

Approval of Subway Lease Amendment

A motion was made by Amy Rubin to approve the Subway Lease Amendment as proposed. Motion was seconded by Ira Berkowitz. Motion passed unanimously

Approval of August 16, 2019 Meeting Minutes

A motion was made by Amy Rubin to approve the August 16, 2019 meeting minutes as submitted. Motion was seconded by Joe Miller. Motion passed unanimously.

Approval of September 11, 2019 Joint Meeting Minutes

A motion was made by Amy Rubin to approve the September 11, 2019 meeting minutes as submitted. Motion was seconded by Joe Miller. Motion passed unanimously.

Meeting adjourned at 9:30 a.m.

Minutes recorded by Toni Siering