

In light of the current public health crisis and the Federal, State, and County Emergency Declarations, and in accord with the provisions of Sec. 610.020, RSMo., the Clayton Recreation Sports and Wellness Commission recognizes that it would be dangerous and impractical, if not impossible, for its meeting to be physically accessible to the public. The Commission also recognizes the need for the public's business to be attended to in order to protect the public health, safety, and welfare. In order to balance both the need for continuity of government and protection of the health and safety of our residents, business persons, and employees, this meeting of the Clayton Recreation Sports and Wellness Commission will not be open to public attendance in person. The meeting will be accessible by the public in real time ONLY by following the instructions in the box below.

You are invited to a Zoom webinar.

When: May 29, 2020 08:30 AM Central Time (US and Canada)

Topic: CRSWC Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85007834274>

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Persons interested in making their views known on any matter on the agenda should send an email with their comments to the Assistant Director of Parks and Recreation at [tsiering@claytonmo.gov](mailto:tsiering@claytonmo.gov). All comments received will be distributed to the entire Commission/Board before the meeting.

Thank you for your understanding and patience as we all try to get through these difficult and dangerous times.



# Clayton Recreation, Sports and Wellness Commission

## ANNUAL MEETING AGENDA

Friday, May 29, 2020

Center of Clayton – Meeting Room C

8:30 am

1. Call to Order
2. Action Items
  - Appointment of Citizen-At-Large Position – Ken Shapiro (2<sup>nd</sup> term)
  - Appointment of Citizen-At-Large Position – Alex Bornstein (1<sup>st</sup> term)
3. Addresses from the Audience
4. Reports/Discussions
  - FY20 2<sup>nd</sup> Quarter Financial Report
  - Center Membership Report - March 2020
  - Construction Project Update
    - Re-opening Plan
5. Additional Action Items
  - Motion – To approve February 21, 2020 minutes
6. Adjourn

#### Attachments:

1. FY20 2<sup>nd</sup> Quarter Executive Summary
2. FY20 2<sup>nd</sup> Quarter Financial Report
3. Center Membership Report – March 2020
4. Minutes for Meeting – February 21, 2020

### Upcoming Meeting

#### CRSWC Meeting:

**Date:** Friday, August 21, 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.



# Clayton Recreation, Sports and Wellness Commission

**To:** CRSWC

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

**Date:** May 29, 2020

**RE:** Executive Summary – FY20 2<sup>nd</sup> Quarter Financial Report

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Attached is the FY20 2<sup>nd</sup> 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.

<b>Fund 80: Operating Fund</b>			
	FY20 Year End Projection	Year To Date	%age Achieved
Beginning Balance	\$0	\$0	
FY20 Revenue	\$2,112,543	\$1,393,543	65.97%
FY20 Expenditures	\$3,107,446	\$1,457,593	46.91%
FY20 Net	(\$994,903)	(\$64,050)	
Year-End Transfers	\$0	\$0	
Ending Balance	(\$994,903)	(\$64,050)	6.44%

**Notes:**

- Daily fees were behind previous year to date due to facility renovations and lagging daily admissions sales prior to the closure on March 13, 2020.
- Prior to the facility closure, membership sales were flat across the board. A declining membership base in the second half of FY19 and on-going renovations had slowed membership sales.
  - Membership revenue had begun increasing each month since October prior to facility closure on March 13, 2020. Membership drafts were suspended effective March 18, 2020 and are not expected to resume until the Center reopens
- All programming will end under budget due to decreased enrollments during renovations and subsequent facility closure during pandemic; expenses have been reduced accordingly. Staff will begin reviewing guidelines to develop safe operating protocols as they are released from the St. Louis County Public Health Department.
  - The first several weeks of summer camp have been cancelled as well as the SummerQuest program. At this time, we are still offering camps scheduled for later this summer with reduced participant limits. These changes will reduce revenue for Sports, Aquatics, Fitness and Community Recreation.
  - The Fitness Department will resume programming with smaller class sizes and social distancing guidelines for personal trainers.

- The Sports Department's had fewer returning team registrations in basketball over the winter. It is unknown at this time if the fall youth volleyball league will be smaller due to new youth sports guidelines.
- The Aquatics Department's in-house programs will also resume at a later date with smaller class sizes and social distancing guidelines for instructors.
- Due to the significant loss of revenues, staff have been instructed to limit expenses to only those purchases that are necessary.

<b>Fund 81: Equipment Replacement Fund</b>			
	FY20 Year End Projection	Year To Date	%age Achieved
Beginning Balance	\$0	\$0	
FY20 Revenue	\$50,000	\$50,000	100.00%
FY20 Expenditures	\$90,825	\$28,675	31.57%
FY20 Net	(\$40,825)	\$21,325	
Year-End Transfers	\$0	\$0	
Ending Balance	(\$40,825)	\$21,325	-52.23%

**Notes:**

- Income this quarter includes:
  - Contributions from the City and School District = \$50,000
- Expenses this quarter include:
  - \$10,410 = Annual fitness equipment replacement
  - \$18,265 = FY20 IT expenditures

<b>Fund 82: Capital Fund</b>			
	FY20 Year End Projection	Year To Date	%age Achieved
Beginning Balance	\$0	\$0	
FY20 Revenue	\$200,000	\$200,000	100.00%
FY20 Expenditures	\$170,000	\$60,249	35.44%
FY20 Net	\$30,000	\$139,751	
Year-End Transfers	\$0	\$0	
Ending Balance	\$30,000	\$139,751	465.84%

**Notes:**

- Income this quarter includes:
  - Contributions from the City and School District = \$200,000
- Expenses this quarter include:
  - Equipment: \$11,295 = HVAC repairs, pool heater boiler replacement, Center AV project proposal, appliances for new break room, new DVR for security system
  - Facility Interior: \$17,818 = repairs to basketball goals and curtains, security system upgrades for team locker rooms
  - Pool Area: \$5,107 = new pipes for hot tub

**FY20 FINANCIAL REPORT - THE CENTER OF CLAYTON**

*Fund 80: Operating Fund*

*October 1, 2019 - March 31, 2020*

	Previous Year		% Achieved Year to Date	FY19 Actual	Mar-20		% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
	Mar-19	To Date			Mar-20	Year To Date				
		\$0.00		\$0		\$0.00		\$0	\$0	
Revenue	\$256,080.31	\$1,614,400.75	55.04%	\$2,933,339	\$156,557.49	\$1,393,543.05	42.54%	\$3,275,593	\$2,112,543	
Expense	\$241,442.66	\$1,463,891.64	47.82%	\$3,061,388	\$257,713.17	\$1,457,593.20	42.44%	\$3,434,778	\$3,107,446	
Net	\$14,637.65	\$150,509.11		-\$128,049	-\$101,155.68	-\$64,050.15		-\$159,185	-\$994,903	
Transfers		\$0.00		\$0		\$0.00		\$0	\$0	
Fund 80 Adjusted Balance		\$150,509.11		-\$128,049		-\$64,050.15		-\$159,185	-\$994,903	

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

	Mar-19	Previous YTD	% Achieved Previous YTD	FY19 Actual	Mar-20	Year To Date	% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
	Revenue	\$181,587.48	\$1,245,774.55	56.16%	\$2,218,348.36	\$131,926.48	\$1,120,415.44	44.62%	\$2,510,789	
Expense	\$123,002.79	\$659,049.28	52.10%	\$1,265,002.48	\$98,417.77	\$659,954.39	49.32%	\$1,338,153	\$1,282,388	
Net	\$58,584.69	\$586,725.27		\$953,345.88	\$33,508.71	\$460,461.05		\$1,172,636	\$437,110	
<b>Revenue:</b>										
Daily Fees	\$10,965.00	\$59,853.00	60.42%	\$99,054.00	\$4,760.00	\$52,997.01	40.03%	\$132,380	\$70,000	Behind FY19 due to facility renovations and lagging daily admissions prior to closure.
Annual Passes	\$153,086.38	\$881,046.25	53.18%	\$1,656,859.92	\$118,475.40	\$837,953.60	42.30%	\$1,981,000	\$1,367,000	Down from previous year due to declining memberships, particularly in second half of FY19 and on-going facility renovations; membership revenue had begun increasing each month since October prior to facility closure on March 13, 2020; at this time, we anticipate significant reduction due to closure.
Rentals	\$16,006.98	\$84,429.10	60.34%	\$139,928.61	\$6,668.57	\$58,313.22	33.93%	\$171,850	\$70,000	Prior to closure, rental revenue was behind FY19 due to facility renovations and lack of parking for daytime rentals during the week.
Food Service	\$935.63	\$3,408.95	35.04%	\$9,728.01	\$1,664.52	\$4,949.99	43.81%	\$11,300	\$6,500	Will end under budget due to facility closure.
Child Care	\$5.00	\$285.00	47.82%	\$596.00	\$60.00	\$330.00	46.48%	\$710	\$330	Will end under budget due to facility closure.
Misc.	\$588.49	\$2,271.36	12.25%	\$18,537.94	\$297.99	\$1,315.49	7.42%	\$17,719	\$12,000	Will end under budget due to facility closure.
Reimbursements	\$0.00	\$14,480.89	30.89%	\$46,873.88	\$0.00	\$14,556.13	31.76%	\$45,830	\$43,668	On track to meet budget.
Contributions	\$0.00	\$200,000.00	81.05%	\$246,770.00	\$0.00	\$150,000.00	100.00%	\$150,000	\$150,000	Includes funds for deficit from FY19
<b>Expenditures:</b>										
Personnel Services	\$88,104.40	\$380,956.95	51.64%	\$737,776.83	\$62,385.21	\$393,841.78	49.94%	\$788,578	\$762,578	On track to end under budget due to facility closure and furlough of part time staff effective April 18, 2020.
Benefits	\$18,168.47	\$99,097.16	50.65%	\$195,657.21	\$16,118.10	\$102,488.60	49.83%	\$205,660	\$198,660	On track to end under budget due to facility closure and furlough of part time staff effective April 18, 2020.
Contractual	\$15,758.94	\$166,320.38	54.23%	\$306,671.20	\$17,214.40	\$152,111.45	48.27%	\$315,153	\$295,150	Will end under budget due to facility closure.
Commodities	\$970.98	\$12,674.79	50.91%	\$24,897.24	\$2,700.06	\$11,512.56	40.03%	\$28,762	\$26,000	Will end under budget due to facility closure.

**FITNESS**

	Mar-19	Previous YTD	% Achieved Previous YTD	FY19 Actual	Mar-20	Year To Date	% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
Revenue	\$38,600.47	\$196,699.39	50.34%	\$390,759.16	\$10,759.42	\$141,874.42	35.20%	\$403,000	\$197,000	
Expense	\$51,561.77	\$235,239.64	51.53%	\$456,465.97	\$38,439.16	\$207,522.28	41.55%	\$499,393	\$424,000	
Net	-\$12,961.30	-\$38,540.25		-\$65,706.81	-\$27,679.74	-\$65,647.86		-\$96,393	-\$227,000	
<b>Revenue:</b>										
Fitness - In-house	\$10,272.13	\$63,374.67	45.74%	\$138,550.53	\$517.64	\$53,310.36	37.28%	\$143,000	\$76,000	Will end under budget due to facility closure; was already below projections due to low enrollment in in house programs.
Fitness - Contract	\$1,970.96	\$15,802.49	64.15%	\$24,634.25	\$1,331.57	\$13,424.70	53.70%	\$25,000	\$16,000	Will end under budget due to cancellation of contractual programs and camps.
Personal Training	\$26,357.38	\$117,522.23	51.64%	\$227,574.38	\$8,910.21	\$75,139.36	31.97%	\$235,000	\$105,000	Significantly under budget on sale of personal training packages; will be under due to closure of facility.
<b>Expenditures:</b>										
Personnel Services	\$49,888.23	\$208,594.63	52.28%	\$398,992.22	\$31,613.66	\$188,931.13	42.50%	\$444,588	\$384,000	On track to end under budget due to facility closure and furlough of part time staff effective April 18, 2020; also reflects reduction in sale of personal training packages.
Contractual	\$1,365.98	\$23,498.14	50.11%	\$46,891.12	\$6,759.97	\$18,401.59	43.19%	\$42,605	\$36,000	Will end under budget due to facility closure and associated reduction in contractual programs and camps.
Commodities	\$307.56	\$3,146.87	29.74%	\$10,582.63	\$65.53	\$189.56	1.55%	\$12,200	\$4,000	Will end under budget due to facility closure.

**SPORTS**

	Mar-19	Previous YTD	% Achieved Previous YTD	FY19 Actual	Mar-20	Year To Date	% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
Revenue	\$1,974.00	\$69,934.18	63.18%	\$110,685.18	\$169.67	\$65,036.33	58.03%	\$112,076	\$77,565	
Expense	\$15,757.90	\$40,151.57	59.52%	\$67,456.00	\$9,711.47	\$41,304.98	60.66%	\$68,095	\$65,400	
Net	-\$13,783.90	\$29,782.61		\$43,229.18	-\$9,541.80	\$23,731.35		\$43,981	\$12,165	
<b>Revenue:</b>										
Youth Leagues	\$0.00	\$67,007.50	83.78%	\$79,978.75	\$0.00	\$63,968.33	71.86%	\$89,015	\$68,565	On track to end under budget due to fewer team registrations in basketball; will bring in additional revenue if youth volleyball is held in the fall.
Instruct. Camps	\$0.00	\$0.00	0.00%	\$22,640.75	\$0.00	\$0.00	0.00%	\$16,380	\$6,000	Will end under budget due to facility closure and cancellation of numerous camps.
Climbing Wall	\$1,974.00	\$2,926.68	36.29%	\$8,065.68	\$169.67	\$1,068.00	15.99%	\$6,681	\$3,000	Will end under budget due to facility closure.
<b>Expenditures:</b>										
Personnel Services	\$15,757.90	\$31,393.21	83.25%	\$37,708.17	\$9,711.47	\$33,690.06	79.17%	\$42,552	\$52,000	Will meet budget if volleyball is held in the fall.
Contractual	\$0.00	\$731.25	3.87%	\$18,903.38	\$0.00	\$400.00	3.36%	\$11,898	\$5,200	Will end under budget due to facility closure and cancellation of camps.
Commodities	\$0.00	\$8,027.11	74.02%	\$10,844.45	\$0.00	\$7,214.92	52.88%	\$13,645	\$8,200	Will end under budget due to facility closure.

**AQUATICS**

	Mar-19	Previous YTD	% Achieved Previous YTD	FY19 Actual	Mar-20	Year To Date	% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
Revenue	\$33,918.36	\$102,017.63	59.68%	\$170,944.95	\$13,701.92	\$66,216.86	33.10%	\$200,030	\$112,480	
Expense	\$43,396.01	\$257,123.88	62.33%	\$412,549.75	\$12,740.95	\$158,998.04	33.29%	\$477,599	\$365,100	
Net	-\$9,477.65	-\$155,106.25		-\$241,604.80	\$960.97	-\$92,781.18		-\$277,569	-\$252,620	
<b>Revenue:</b>										
Programs	\$31,440.36	\$98,947.63	59.03%	\$167,614.95	\$13,701.92	\$65,976.86	33.47%	\$197,140	\$112,000	Will end under budget; this is the result of pandemic closure, late opening in the fall of 2019; and impact of renovations.
Certifications	\$2,478.00	\$3,070.00	92.19%	\$3,330.00	\$0.00	\$240.00	8.30%	\$2,890	\$480	Will end under budget due to facility closure and new guidelines for CPR classes.
<b>Expenditures:</b>										
Personnel Services	\$15,785.59	\$60,572.57	63.16%	\$95,905.19	\$9,875.60	\$42,130.50	31.62%	\$133,238	\$80,000	On track to end under budget due to facility closure, fall program cancellations and in-house camp cancellations.
Contractual	\$27,395.99	\$191,692.01	61.86%	\$309,868.48	\$0.00	\$112,184.00	33.42%	\$335,696	\$278,600	Will end under budget due to facility closure.
Commodities	\$214.43	\$4,859.30	71.71%	\$6,776.08	\$2,865.35	\$4,683.54	54.05%	\$8,665	\$6,500	Will meet budget.

**COMMUNITY RECREATION (INCLUDES SUMMERQUEST)**

	Mar-19	Previous YTD	% Achieved Previous YTD	FY19 Actual	Mar-20	Year To Date	% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
Revenue	\$0.00	-\$25.00	-0.06%	\$42,601.44	\$0.00	\$0.00	0.00%	\$49,698	\$6,000	
Expense	\$0.00	\$0.00	0.00%	\$23,216.21	\$0.00	\$0.00	0.00%	\$31,658	\$4,400	
Net	\$0.00	-\$25.00		\$19,385.23	\$0.00	\$0.00		\$18,040	\$1,600	
<b>Revenue</b>										
General Rec.	\$0.00	-\$25.00	-0.06%	\$42,601.44	\$0.00	\$0.00	0.00%	\$49,698	\$6,000	Will end under budget due to cancellation of most of our contractual summer camps, as well as SummerQuest program.
<b>Expenditures</b>										
Personnel Services	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$20,798	\$0	Will end under budget due to cancellation of SummerQuest.
Contractual	\$0.00	\$0.00	0.00%	\$23,216.21	\$0.00	\$0.00	0.00%	\$10,660	\$4,400	Will end under budget due to cancellation of camps.
Commodities	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$200	\$0	Will end under budget due to cancellation of programs.

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

	Mar-19	Previous YTD	% Achieved Previous YTD	FY19 Actual	Mar-20	Year To Date	% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
Expense	\$7,724.19	\$272,327.27	32.55%	\$836,697.94	\$98,403.82	\$389,813.51	38.22%	\$1,019,880	\$966,158	
<b>Expenditures</b>										
Personnel Services	\$0.00	\$95,709.28	33.14%	\$288,793.18	\$22,249.76	\$115,931.72	40.49%	\$286,340	\$286,340	Will end under budget due to facility closure, including reduction in utilities, supplies and services.
Benefits	\$0.00	\$29,495.27	33.08%	\$89,164.49	\$7,621.09	\$37,941.31	41.50%	\$91,418	\$91,418	
Contractual	\$7,643.94	\$17,134.80	38.51%	\$44,498.29	\$4,053.09	\$12,432.66	38.85%	\$32,000	\$32,000	
Utilities	\$0.00	\$88,098.48	26.72%	\$329,656.47	\$33,791.91	\$158,569.81	31.81%	\$498,472	\$448,400	
Commodities	\$80.25	\$41,889.44	49.52%	\$84,585.51	\$30,687.97	\$64,938.01	58.16%	\$111,650	\$108,000	

**FY20 FINANCIAL REPORT - THE CENTER OF CLAYTON**

*Fund 81: Equipment Replacement Fund*

*October 1, 2019 - March 31, 2020*

	Previous Year		% Achieved Year to Date	FY19 Actual	Mar-20		% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
	Mar-19	To Date			Year To Date	Year To Date				
Fund 81 Starting Balance		\$0.00		\$0		\$0.00		\$0	\$0	
Revenue	\$0.00	\$50,700.00	100.00%	\$50,700	\$0.00	\$50,000.00	98.04%	\$51,000	\$50,000	
Expense	\$63,826.55	\$107,982.94	106.72%	\$101,180	\$15,272.33	\$28,675.36	34.66%	\$82,722	\$90,825	
Net	-\$63,826.55	-\$57,282.94		-\$50,480	-\$15,272.33	\$21,324.64		-\$31,722	-\$40,825	
Transfers		\$0.00		\$0		\$0.00		\$0	\$0	
Fund 81 Adjusted Balance		-\$57,282.94		-\$50,480		\$21,324.64		-\$31,722	-\$40,825	

<b>Revenue:</b>										Remarks
Contribution - City	\$0.00	\$25,000.00	100.00%	\$25,000.00	\$0.00	\$25,000.00	100.00%	\$25,000	\$25,000	Met Budget
Contribution - CSD	\$0.00	\$25,000.00	100.00%	\$25,000.00	\$0.00	\$25,000.00	100.00%	\$25,000	\$25,000	Met Budget
Income from Auctions/Trades	\$0.00	\$700.00	100.00%	\$700.00	\$0.00	\$0.00	0.00%	\$1,000	\$0	On track to meet budget
Interest Income	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$0	\$0	
<b>Expenditures:</b>										
Contractual Services	\$0.00	\$0.00	0.00%	\$186.56	\$0.00	\$0.00	0.00%	\$0	\$200	
Fitness Equipment	\$63,457.98	\$69,800.48	159.20%	\$43,844.75	\$10,410.40	\$10,410.40	24.79%	\$42,000	\$49,903	On track to meet budget
IT Expenditures	\$368.57	\$38,182.46	66.81%	\$57,148.68	\$4,861.93	\$18,264.96	44.85%	\$40,722	\$40,722	On track to meet budget

**FY20 FINANCIAL REPORT - THE CENTER OF CLAYTON**

*Fund 82: Capital Fund*

*October 1, 2019 - March 31, 2020*

	Mar-19	Previous Year To Date	% Achieved Year to Date	FY19 Actual	Mar-20	Year To Date	% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
Fund 82: Starting Balance		\$0.00		\$0		\$0.00		\$0	\$0	
Revenue	\$0.00	\$50,000.00	97.77%	\$51,142	\$0.00	\$200,000.00	99.75%	\$200,500	\$200,000	
Expense	\$1,406.00	\$11,947.05	19.73%	\$60,559	\$22,074.31	\$60,249.03	40.17%	\$150,000	\$170,000	
Net	-\$1,406.00	\$38,052.95		-\$9,417	-\$22,074.31	\$139,750.97		\$50,500	\$30,000	
Transfers		\$0.00				\$0.00		\$0	\$0	
Fund 82 Adjusted Balance		\$38,052.95		-\$9,417		\$139,750.97		\$50,500	\$30,000	

<b>Revenue:</b>										Remarks
Contribution - City	\$0.00	\$25,000.00	100.00%	\$25,000.00	\$0.00	\$100,000.00	100.00%	\$100,000	\$100,000	Met Budget
Contribution - CSD	\$0.00	\$25,000.00	100.00%	\$25,000.00	\$0.00	\$100,000.00	100.00%	\$100,000	\$100,000	Met Budget
Interest Income	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$500	\$0	Will end under budget due to no fund balance.
Miscellaneous Income	\$0.00	\$0.00	0.00%	\$1,141.81	\$0.00	\$0.00	0.00%	\$0	\$0	
<b>Expenditures:</b>										
Equipment	\$1,406.00	\$1,406.00	100.00%	\$1,406.00	\$5,590.54	\$36,244.50	55.76%	\$65,000	\$65,000	New auto-scrubber for locker rooms, HVAC repairs, pool heater boiler replacement, Center AV project proposal, appliances for new break room, DVR for security system
Facility Exterior	\$0.00	\$2,023.42	100.00%	\$2,023.42	\$0.00	\$0.00	0.00%	\$65,000	\$65,000	No expenses to date; on track to meet budget as this will pay for repairs to irrigation system and parking lot.
Facility Interior	\$0.00	\$2,915.00	100.00%	\$2,915.00	\$11,377.02	\$18,897.78	188.98%	\$10,000	\$20,000	Plumbing repairs, repairs to basketball goals and gym curtains, security system upgrades for team locker rooms
Pool Area	\$0.00	\$5,602.63	10.33%	\$54,214.57	\$5,106.75	\$5,106.75	51.07%	\$10,000	\$20,000	New pipes for hot tub; repairs to filters to be done this summer.

**FY20 FINANCIAL REPORT - THE CENTER OF CLAYTON**

*Fund 83: Construction Fund*

October 1, 2019 - March 31, 2020

	Previous Year		% Achieved Year to Date	FY19 Actual	Mar-20	Year To Date	% Achieved Year to Date	FY20 Budget	Year-End Projection	Remarks
	Mar-19	To Date								
Fund 83: Starting Balance		\$0.00		\$0		\$0.00		\$0	\$0	
Revenue	\$604,064.76	\$884,639.49	23.89%	\$3,703,697	\$0.00	\$1,641,761.44	21.77%	\$7,541,146	\$7,541,146	
Expense	\$81,868.47	\$1,045,567.26	28.23%	\$3,703,697	\$1,578,595.12	\$4,799,950.77	63.65%	\$7,541,146	\$7,541,146	
Net	\$522,196.29	-\$160,927.77		\$0	-\$1,578,595.12	-\$3,158,189.33		\$0	\$0	
Transfers		\$0.00				\$0.00		\$0	\$0	
Fund 83 Adjusted Balance		-\$160,927.77		\$0		-\$3,158,189.33		\$0	\$0	

<i>Revenue:</i>										Remarks
Contribution - City	\$118,413.94	\$442,319.75	0.00%	\$1,851,848.61	\$0.00	\$831,069.10	22.04%	\$3,770,573	\$3,770,573	City billed monthly.
Contribution - CSD	\$485,650.82	\$442,319.74	0.00%	\$1,851,848.61	\$0.00	\$810,692.34	21.50%	\$3,770,573	\$3,770,573	District billed monthly.
<i>Expenditures:</i>										
Service Contracts - General	\$81,868.47	\$429,075.26	13.92%	\$3,082,447.54	\$1,561,688.00	\$4,779,459.50	63.38%	\$7,541,146	\$7,241,146	Includes fees for architects, general contractor, parking lot expansion, UV light replacement
Equipment	\$0.00	\$616,492.00	99.72%	\$618,249.86	\$16,907.12	\$20,491.27	0.00%	\$0	\$300,000	Fitness Equipment
Facility Improvements Interior	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$0	\$0	
Facility Improvements Exterior	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$0	\$0	
Facility Improvements Pool Area	\$0.00	\$0.00	0.00%	\$3,000.00	\$0.00	\$0.00	0.00%	\$0	\$0	

**The Center of Clayton  
Membership Report  
As of March 30, 2020**

<b>Membership Type</b>	<b>Platinum Memberships 3/31/2020</b>	<b>Platinum Comparison 3/31/2019</b>	<b>Monthly Memberships 3/31/2020</b>	<b>Monthly Comparison 3/31/2019</b>	<b>Annual Memberships 3/31/2020</b>	<b>Annual Comparison 3/31/2019</b>	<b>Total Memberships 3/31/2020</b>	<b>Total Memberships 3/31/2019</b>	<b>Net Difference vs. last yr.</b>	<b>Total Memberships 2/29/2020</b>	<b>Net Difference vs. last month</b>
<b>Membership Type</b>											
Resident Youth	2	1	29	18	8	8	39	27	12	40	-1
Corporate Youth	0	0	3	2	0	1	3	3	0	3	0
Non-Resident Youth	0	0	11	17	1	0	12	17	-5	12	0
<b>Resident Adult</b>	<b>7</b>	<b>11</b>	<b>216</b>	<b>243</b>	<b>50</b>	<b>55</b>	<b>273</b>	<b>309</b>	<b>-36</b>	<b>296</b>	<b>-23</b>
Corporate Adult	0	5	150	187	24	39	174	231	-57	185	-11
Non-Resident Adult	5	3	118	168	20	21	143	192	-49	153	-10
<b>Resident Family</b>	<b>125</b>	<b>160</b>	<b>378</b>	<b>393</b>	<b>122</b>	<b>117</b>	<b>625</b>	<b>670</b>	<b>-45</b>	<b>658</b>	<b>-33</b>
Corporate Family	33	48	195	213	57	60	285	321	-36	309	-24
Non-Resident Family	16	25	106	104	30	31	152	160	-8	158	-6
<b>Resident Senior</b>	<b>18</b>	<b>25</b>	<b>196</b>	<b>222</b>	<b>183</b>	<b>196</b>	<b>397</b>	<b>443</b>	<b>-46</b>	<b>429</b>	<b>-32</b>
OASIS Senior	5	3	86	109	65	79	156	191	-35	164	-8
Corporate Senior	4	7	101	107	38	35	143	149	-6	146	-3
Non-Resident Senior	3	3	131	142	41	42	175	187	-12	191	-16
<b>Total Memberships</b>	<b>218</b>	<b>291</b>	<b>1720</b>	<b>1925</b>	<b>639</b>	<b>684</b>	<b>2577</b>	<b>2900</b>	<b>-323</b>	<b>2744</b>	<b>-167</b>
<b>Employee Membership Type</b>											
CSD Employee	1	0	0	0	404	324	405	324	81	403	2
CSD Employee Family	3	6	36	39	7	8	46	53	-7	47	-1
City Employee - Full Time	137	154	0	0	0	0	137	154	-17	137	0
City Employee Family - Full Time	38	39	0	0	0	0	38	39	-1	39	-1
City/Center Employee - Part Time	0	0	0	0	187	168	187	168	19	186	1
City/Center Employee Family - Part Time	0	0	19	20	8	9	27	29	-2	29	-2
<b>Total Employee Memberships</b>	<b>179</b>	<b>199</b>	<b>55</b>	<b>59</b>	<b>606</b>	<b>509</b>	<b>840</b>	<b>767</b>	<b>73</b>	<b>841</b>	<b>-1</b>

**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 received 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 134 monthly membership terminations at the end of March 2020 (compared to 76 in March 2019). Reasons for terminations this month:

Monthly Payment Declined	27	Seasonal	9	Dissatisfaction	2
COVID19	23	Choose Competitor	6		
Moving Away	18	Renovation	6		
Lack of Use	13	Financial	4		
Reason Not Given	11	Travel	3		
Other	9	Medical	3		

► 5 memberships were either upgraded or downgraded this month.

► **Temporary Memberships:** At the end of March 2020, there were two 30-Day Memberships.



# Clayton Recreation, Sports and Wellness Commission

## Meeting Minutes

February 21, 2020  
Center of Clayton  
8:30 a.m.

The meeting was called to order at 8:34 a.m. by Amy Rubin.

Those in attendance: Joe Miller  
Amy Rubin  
Todd Thomason  
Mark Winings  
Sean Doherty – Ex-Officio  
David Gipson – Ex-Officio

Those absent: Ira Berkowitz  
Ken Shapiro

### 1. Addresses from the Audience

There were no addresses from the audience.

### 2. Recognition of Service

Amy Rubin, CRSWC President, and Patty DeForrest, Director of Parks and Recreation, recognized Todd Thomason and Mark Winings for their years of service to the Commission.

### 3. Discussion Items

#### Financial Reports

Patty DeForrest reviewed a draft of the FY19 Year-End Financial Report with the Commission, as well as the 1<sup>st</sup> Quarter FY20 Financial Report.

#### Membership Reports

Patty DeForrest provided a summary of membership activity for December 2019 to the Commission.

The Commission discussed the age requirement for “senior” membership.

### **Center Marketing Update**

Dan Krewson, Marketing Specialist, provided an update on marketing efforts at the Center of Clayton.

### **Center Capital Project Update**

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

## **4. Action Items**

### **Approval of November 15, 2019 Joint Meeting Minutes**

A motion was made by Mark Winings to approve the November 15, 2019 meeting minutes as submitted. Motion was seconded by Joe Miller. Motion passed unanimously.

Meeting adjourned at 9:36 a.m.

Minutes recorded by Valerie Egel