

MEETING AGENDA AND PACKET

**PARK BOARD
Regular Meeting**

**November 19, 2020
7:00 PM-Willard City Hall
222 W. Jackson Street**

PARK BOARD MEMBERS

Blaine Kennard, President
Valorie Simpson, Vice-President
Fred Burk, Secretary
Laurie Pendergrass
Craig Baird
Troy Winingear

Jason Knight, Park Director



AGENDA ITEM #1

Roll Call

AGENDA ITEM # 2

Agenda Amendments / Approval of the Agenda

**CITY OF WILLARD
PARK BOARD
November 19, 2020
7:00 P.M.**

Notice posted on November 17, 2020.

Notice is hereby given that the City of Willard Park Board will conduct a meeting at 7:00 p.m., November 19, 2020 at the Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:

Call the meeting to order.

1. Roll Call
2. Agenda Amendments/Approval of the Agenda
3. Approval of the Minutes from the meeting on October 22nd
4. Citizen's Input (5-minute limit)
5. Financial Statements
6. Director's Report
 - a. Proposed 2021 budget
7. New Business
 - a. Shirt Bids
 - b. Photography Bids
 - c. Cleaning Supplies Bids
8. Unfinished Business
9. Adjourn Meeting

REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:

Jason Knight

224 West Jackson
P O Box 187
Willard, MO 65781

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY CITY PERSONNEL AT CITY HALL. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS.

Jason Knight, Park Director

AGENDA ITEM #3

Approval of Minutes

City of Willard, MO

Park Board Meeting

10/22/2020

Board Members Present: Vice President Valorie Simpson, Secretary Fred Burk; Laurie Pendergrass; Craig Baird; Troy Winingear

Staff Present: Park Director: Jason Knight

Vice President Valorie Simpson called the meeting to order at 7:02

Roll Call

Blaine Kennard – not present, Valorie Simpson- present, Fred Burk- present,

Laurie Pendergrass- present, Craig Baird- present, Troy Winingear - present

Approval of Agenda

Motion made by Craig to approve the agenda and seconded by Val

Motion was passed with a vote of 5-0. Voting Aye.

Approval of Minutes

Motion made by Blaine to approve the minutes and seconded by Val

Motion was passed with a vote of 5-0. Voting Aye.

Citizens Input

- Bethany Miller was interested in what the Park Board does. We discussed what parks we were over, and the events that we sponsor.

Financial Statement

- none

Motion made by Craig to approve the Financial Statements and seconded by Laurie

Motion was passed with a vote of 5-0. Voting Aye. All Members Present voted Aye

Directors Report

- see attachment
- We discussed that the trunk or treat was in a drive thru format this year

New Business

- We discussed the fee changes for the park, and asked questions of the Director

Motion made by Laurie to approve the fee changes and seconded by Craig

Motion was passed with a vote of 5-0. Voting Aye. All Members Present voted Aye

Unfinished Business

- none

Adjourn Meeting

Motion made by Laurie to adjourn meeting and seconded by Fred

Motion was passed with a vote of 5-0. Voting Aye. All Members Present voted Aye

Meeting adjourned at 8:21

Submitted by Fred Burk, Secretary

Fred Burk, Secretary

Jennifer Rowe, City Clerk

AGENDA ITEM #4

Citizens Input

AGENDA ITEM #5

Financial Statements: See Attached

Revenue By Period - GL Account Summary

Start Date: 10/19/2020 12:00 AM End Date: 11/19/2020 11:59 PM

Payment Methods: CA, CK, CC, IC, EC, CR

User(s)/Cashier(s): - All -

2,749.00	2,712.26	49.50	1,990.00	1,224.50	1,187.76	0.00	0.00	\$0.00	50.00	120.00	-615.00	-70.00
----------	----------	-------	----------	----------	----------	------	------	--------	-------	--------	---------	--------

** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Sales Tax

		DEBITS						CREDITS				
**Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other
		0.00	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00	0.00		0.00

** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Revenue By Period - GL Account Summary

Start Date: 10/19/2020 12:00 AM End Date: 11/19/2020 11:59 PM

Payment Methods: CA, CK, CC, IC, EC, CR

User(s)/Cashier(s): - All -

Regular Revenue

	DEBITS						CREDITS						
	**Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other
000 - Household Credit Account	50.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00	0.00	-70.00
30-800-40000 - Parks-Advertising/Sponsorship	1,250.00	1,250.00	0.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-40400 - Parks-Concessions	8.00	7.86	3.50	0.00	4.50	4.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-40600 - Parks-Facility Income	1,315.00	1,283.95	0.00	720.00	1,035.00	1,003.95	0.00	0.00	0.00	0.00	0.00	-440.00	0.00
30-800-40950 - Parks-Aquatics Income	36.00	36.00	36.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-47000 - Parks-Adult Programs	85.00	82.75	10.00	0.00	75.00	72.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-47300 - Parks-Youth Sports	-50.00	-50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-50.00	0.00
30-800-48000 - Parks-Freedom Fest	-50.00	-50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-50.00	0.00
30-800-48100 - Parks-Special Event	180.00	176.70	0.00	20.00	110.00	106.70	0.00	0.00	0.00	50.00	0.00	0.00	0.00
NONE - Unassigned	-75.00	-75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-75.00	0.00

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
30 - PARKS FUND	379,550.17	30,705.27	410,255.44
Grand Total:	379,550.17	30,705.27	410,255.44

My Detail Report

Date Range: 10/22/2020 - 11/19/2020

Account 30-800-92500 Name UNIFORMS-PKS Beginning Balance 403.94 Total Activity 285.89 Ending Balance 689.83

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/17/2020	POPKT02827	30001143436		DICK'S SPORTING GOODS STAFF SHIRTS-P...	COMMGN - COMMERCE CREDIT CARD SERVIC...		70.39	474.33
11/17/2020	POPKT02827	4653869		AMAZON STAFF UNIFORMS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		35.88	510.21
11/17/2020	POPKT02827	5117009		UNIFORMS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		41.98	552.19
11/17/2020	POPKT02827	5117009		AMAZON STAFF UNIFORMS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		33.66	585.85
11/17/2020	POPKT02827	5117009		UNIFORMS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		21.58	607.43
11/17/2020	POPKT02827	5957806		AMAZON STAFF UNIFORMS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		23.15	630.58
11/17/2020	POPKT02827	6933824		AMAZON STAFF UNIFORMS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		59.25	689.83
GROUP INSURANCE-PKS							39,121.59	42,949.62

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/23/2020	PYPKT00725	PYPKT00725 - 10/4/20 - 10/17/20: Paid 10...		PYPKT00725 - 10/4/20 - 10/17/20: Paid 10...			1,899.29	41,020.88
11/06/2020	PYPKT00727	PYPKT00727 - 10/18/20 - 10/31/20: Paid ...		PYPKT00727 - 10/18/20 - 10/31/20: Paid ...			1,928.74	42,949.62

Total Fund: 30 - PARKS FUND: Beginning Balance: 379,550.17 Total Activity: 30,705.27 Ending Balance: 410,255.44

Grand Totals: Beginning Balance: 379,550.17 Total Activity: 30,705.27 Ending Balance: 410,255.44

My Detail Report

Date Range: 10/22/2020 - 11/19/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
30-800-70100	EQUIPMENT FUEL-PKS	1,164.86	57.07	1,221.93

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/04/2020	POPKT02819	68365584	44294	VEHICLE & EQUIPMENT FUEL - LAW/STS/...	WR1110 - WEX BANK		57.07	1,221.93

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-71100	EQUIPMENT REPAIR & MAINT-PKS							
11/01/2020	POPKT02806	40966498		LOFTIS SMALL ENGINE MOWER FUEL PU...	COMMGN - COMMERCE CREDIT CARD SERVIC...		29.30	3,497.04
11/03/2020	POPKT02810	2367-326102	44316	GRASSHOPPER MOWER BOLT - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		4.99	3,502.03
11/03/2020	POPKT02810	2367-326164	44316	GRASSHOPPER MOWER SOCKET & ADAPT...	ORE145 - O'REILLY AUTOMOTIVE, INC		11.98	3,514.01
11/03/2020	POPKT02810	2367-326287	44316	GRASSHOPPER MOWER OIL & FILTER - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		25.61	3,539.62
11/03/2020	POPKT02810	2367-328417	44316	GRASSHOPPER MOWER FUEL HOSE - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		2.72	3,542.34
11/03/2020	POPKT02810	2367-328588	44316	GRASSHOPPER MOWER HOSE CLAMPS & ...	ORE145 - O'REILLY AUTOMOTIVE, INC		4.78	3,547.12
11/03/2020	POPKT02810	2367-328626	44316	GRASSHOPPER MOWER VALVE LAPPER - P...	ORE145 - O'REILLY AUTOMOTIVE, INC		16.68	3,563.80
30-800-90000	SALARIES-PKS							
						139,588.44	13,648.37	153,236.81

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/23/2020	PYPKT00725	PYPKT00725 - 10/4/20 -...		PYPKT00725 - 10/4/20 - 10/17/20: Paid 10...			6,819.72	146,408.16
11/06/2020	PYPKT00727	PYPKT00727 - 10/18/20...		PYPKT00727 - 10/18/20 - 10/31/20: Paid ...			6,828.65	153,236.81

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-91000	SALARIES SEASONAL-PKS							
						71,465.71	965.41	72,431.12

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/23/2020	PYPKT00725	PYPKT00725 - 10/4/20 -...		PYPKT00725 - 10/4/20 - 10/17/20: Paid 10...			496.24	71,961.95
11/06/2020	PYPKT00727	PYPKT00727 - 10/18/20...		PYPKT00727 - 10/18/20 - 10/31/20: Paid ...			469.17	72,431.12

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-91500	PAYROLL TAXES-PKS							
						15,966.16	1,097.41	17,063.57

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/23/2020	PYPKT00725	PYPKT00725 - 10/4/20 -...		PYPKT00725 - 10/4/20 - 10/17/20: Paid 10...			549.42	16,515.58
11/06/2020	PYPKT00727	PYPKT00727 - 10/18/20...		PYPKT00727 - 10/18/20 - 10/31/20: Paid ...			547.99	17,063.57

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-92000	RETIREMENT-PKS							
						9,579.24	1,009.84	10,589.08

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/23/2020	PYPKT00725	PYPKT00725 - 10/4/20 -...		PYPKT00725 - 10/4/20 - 10/17/20: Paid 10...			504.54	10,083.78
11/06/2020	PYPKT00727	PYPKT00727 - 10/18/20...		PYPKT00727 - 10/18/20 - 10/31/20: Paid ...			505.30	10,589.08

My Detail Report

Account	Name	Beginning Balance	Total Activity	Ending Balance				
30-800-56500	SAFETY PROGRAM-PKS	1,350.76	70.00	1,420.76				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/26/2020	POPKT02797	8E16E76-0026	44258	ALTRA AED LEASE-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		70.00	1,420.76
10/26/2020	POPKT02797	BIBCT041-0002	44258	BACKGROUND CHECKS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		168.00	1,588.76
10/26/2020	APPKT02967	BIBCT041-0002	44258	BACKGROUND CHECKS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		-168.00	1,420.76
30-800-57400	EQUIPMENT/SOFTWARE CONTRACTS-PKS						539.82	10,208.45
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/03/2020	POPKT02810	025-311971	44329	QUARTERLY SUBSCRIPTION FEES - ALL DE...	TYL100 - TYLER TECHNOLOGIES INC		206.45	9,875.08
11/17/2020	POPKT02827	91780931		MONTHLY TIME CLOCK LEASE - ALL DEPTS	INF100 - QUEST SOFTWARE SYSTEMS INC		333.37	10,208.45
30-800-61000	TELEPHONE-PKS						258.76	2,810.07
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/26/2020	POPKT02802	102620	44271	CELL PHONE REIMBURSEMENT - PKS	JKN100 - JASON KNIGHT		50.00	2,601.31
11/03/2020	POPKT02810	110120		NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	COMMGN - COMMERCE CREDIT CARD SERVIC...		163.33	2,764.64
11/04/2020	POPKT02819	9865571532	44293	CELL PHONE SERVICE - ALL DEPTS	VER100 - VERIZON WIRELESS		45.43	2,810.07
30-800-61050	INTERNET-PARKS						379.03	4,169.25
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/09/2020	POPKT02819	333051	44314	INTERNET SERVICE - ALL DEPTS	NITEL - NITEL, INC		379.03	4,169.25
30-800-62000	UTILITIES ELECTRIC-PKS						2,238.60	30,928.89
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/10/2020	POPKT02822	1817	44310	ELECTRIC UTILITIES - ALL DEPTS	EMP210 - LIBERTY UTILITIES-EMPIRE DISTRICT		2,238.60	30,928.89
30-800-62100	UTILITIES GAS PKS						176.55	3,796.98
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/16/2020	POPKT02830	111020C	44337	COMMUNITY BUILDING GAS UTILITIES - P...	MIS315 - SPIRE		57.24	3,677.67
11/16/2020	POPKT02830	111020E	44339	REC CENTER GAS UTILITIES - PKS	MIS315 - SPIRE		119.31	3,796.98
30-800-62300	UTILITIES OTHER-PKS						294.35	3,019.85
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/10/2020	POPKT02825	0394-00627876	44296	TRASH EXPENSE - ALL DEPTS	REP425 - ALLIED SERVICES, LLC		294.35	3,019.85
30-800-70000	VEHICLE EXPENSE FUEL-PKS						69.16	2,721.18
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/04/2020	POPKT02819	68365584	44294	VEHICLE & EQUIPMENT FUEL - LAW/STS/...	WR110 - WEX BANK		69.16	2,721.18

My Detail Report

Date Range: 10/22/2020 - 11/19/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
30-800-55200	ADVERTISING-PKS	785.83	134.60	920.43
Post Date	Packet Number	Source Transaction	Pmt Number	Description
10/26/2020	POPKT02797	6501103	44258	FACEBOOK VETERANS DAY ADVERTISING-...
11/03/2020	POPKT02810	650	44326	SPORTS PHOTOGRAPHS BIDS NOTICE - PKS
11/03/2020	POPKT02810	651	44326	CONCESSIONS BIDS NOTICE - PKS
11/03/2020	POPKT02810	652	44326	CLEANING SUPPLIES BIDS NOTICE - PKS
11/03/2020	POPKT02810	654	44326	SPORTS IMPRINTED SHIRTS BIDS NOTICE -...
30-800-55500	BANK/CREDIT CARD FEES-PKS	523.41	113.86	637.27
Post Date	Packet Number	Source Transaction	Pmt Number	Description
10/31/2020	GLPKT14140	JN02041		To record bank and credit card fees
30-800-55600	CONTRACT LABOR-PKS	1,663.45	67.91	1,731.36
Post Date	Packet Number	Source Transaction	Pmt Number	Description
11/09/2020	POPKT02819	45579266	44313	2nd QUARTER UNEMPLOYMENT BENEFITS...
30-800-55800	DUES AND SUBSCRIPTIONS-PKS	1,124.76	191.80	1,316.56
Post Date	Packet Number	Source Transaction	Pmt Number	Description
10/26/2020	APPKT02967	BIBCT041-0002	44258	BIB BACKGROUND INVESTIGATION SUBSC...
11/17/2020	POPKT02827	110420		AMAZON PRIME ANNUAL MEMBERSHIP -...
30-800-55850	EQUIPMENT RENTAL-PKS	682.80	68.28	751.08
Post Date	Packet Number	Source Transaction	Pmt Number	Description
11/09/2020	POPKT02825	22067741	44298	COPIER LEASE - ALL DEPTS
30-800-56000	INSURANCE-PKS	28,231.88	3,209.05	31,440.93
Post Date	Packet Number	Source Transaction	Pmt Number	Description
10/31/2020	GLPKT14140	JN02046		To allocate prepaid insurance
30-800-56200	LEGAL-PKS	805.00	42.00	847.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description
11/04/2020	POPKT02810	04659	44291	LEGAL FEES - ALL DEPTS
30-800-56400	PROFESSIONAL-PKS	2,621.45	253.60	2,875.05
Post Date	Packet Number	Source Transaction	Pmt Number	Description
11/16/2020	POPKT02830	1556	44342	IT SERVICES - ALL DEPTS
Project Account	Vendor	Amount	Running Balance	
	COMMGN - COMMERCE CREDIT CARD SERVIC...	8.58	794.41	
	SQB100 - SQUIBB MEDIA, LLC	31.08	825.49	
	SQB100 - SQUIBB MEDIA, LLC	32.78	858.27	
	SQB100 - SQUIBB MEDIA, LLC	31.08	889.35	
	SQB100 - SQUIBB MEDIA, LLC	31.08	920.43	
		113.86	637.27	
		1,663.45	1,731.36	
		67.91	1,731.36	
		1,124.76	1,316.56	
		191.80	1,316.56	
		168.00	1,292.76	
		23.80	1,316.56	
		68.28	751.08	
		68.28	751.08	
		3,209.05	31,440.93	
		3,209.05	31,440.93	
		42.00	847.00	
		42.00	847.00	
		253.60	2,875.05	
		253.60	2,875.05	



City of Willard, MO

My Detail Report

Account Detail

Date Range: 10/22/2020 - 11/19/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance				
Fund: 30 - PARKS FUND								
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	830.67	155.11	985.78				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/26/2020	POPKT02797	28860	44279	UTILITY POLE FLAG KIT-PKS	OZA260 - OZARK FLAG DISTRIBUTORS		59.95	890.62
11/01/2020	POPKT02806	550344178	44292	PEST CONTROL SERVICE - ALL DEPTS UNIFORMS-PKS	SP5150 - SCHEDEL PEST SERVICES COMMGN - COMMERCE CREDIT CARD SERVIC...		40.00	930.62
11/17/2020	POPKT02827	5117009					55.16	985.78
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS						1,238.20	5,000.36
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/26/2020	POPKT02802	102320	44295	VETERAN'S DAY BAND - PKS	LOR100 - LONESOME ROAD		400.00	4,162.16
11/03/2020	POPKT02810	249335	44331	FENCE POSTS - PKS	WHE100 - WHEELER METALS INC		628.20	4,790.36
11/17/2020	POPKT02827	520-7991		BWI VETERANS DAY TOILETS & SANITIZING..	COMMGN - COMMERCE CREDIT CARD SERVIC...		210.00	5,000.36
<u>30-800-50175</u>	SUPPLIES YOUTH PROGRAM-PKS						47.29	206.29
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/17/2020	POPKT02827	02123G		DOLLAR GENERAL TRUNK-OR-TREAT SUPP...	COMMGN - COMMERCE CREDIT CARD SERVIC...		39.00	86.29
11/17/2020	POPKT02827	2268		VETERAN'S DAY BOUNCE HOUSE-PKS	MOB200 - MONKEY BUSINESS		120.00	206.29
<u>30-800-50700</u>	OFFICE SUPPLIES-PKS						185.78	186.34
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/26/2020	POPKT02802	IN340413	44273	9/20-10-19 COPIES - PKS	LOS200 - LAKELAND OFFICE SYSTEMS		0.56	186.34
<u>30-800-52000</u>	SUPPLIES SMALL EQUIPMENT-PKS						2,478.85	2,535.80
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/03/2020	POPKT02810	2367-326172	44316	TORQUE WRENCH - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		22.99	2,501.84
11/03/2020	POPKT02810	2367-328762	44316	SCREW EXTRACTORS - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		7.98	2,509.82
11/03/2020	POPKT02810	2367-328766	44316	DRILL BITS - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		25.98	2,535.80

AGENDA ITEM #6

Director Report

Department Tasks

Quote of the Month: "Sometimes, struggles are exactly what we need in our life. If we were to go through our life without any obstacles, we would be crippled. We would not be as strong as what we could have been. Give every opportunity a chance, leave no room for regrets."

Friedrich Nietzsche

Budget

We are exceeding expectations with facility rentals, and we are continuing to be as conservative as possible on spending, while trying to take advantage of our lower occupancy to address minor issues such as paint, ceiling tiles, etc. I have attached the proposed budget for 2021.

Event/Program Planning and Recap

The Veterans Day event is scheduled for Saturday. The weather seems like it will be ideal for an outdoor event, and we have many people registered for the parade. We expect a good turnout in the park, and are optimistic about this event. More details will be available on Monday. The Drive Thru Trunk or Treat was a huge success. We are evaluating if we should return to the parked version of previous years, or move the drive thru event to another venue to alleviate traffic concerns. Lighting of the Trailhead (11/26) and the Christmas Parade (12/5) are on schedule, however business participation in lighting displays is lagging. That will be a focus of the next three weeks.

Maintenance

The Maintenance Department did a lot of preparation for the Veterans Day event, and is very thankful for the assist that public works provided to help with the park preparations. They will be working this week to winterize facilities in preparation for winter. Tree trimming, mulching, flower bed maintenance are also on the docket.

Park Board

I have 2 openings on the Park Board for community members who reside within city limits. Recommendations are welcome. Potential members would ideally be passionate about parks and recreation and/or have a strong volunteer spirit or widespread community influence.

AGENDA ITEM #7

New Business

Bids

- Shirts
- Sports Photography
- Cleaning Supplies

PARKS AND RECREATION

		Original 2020	7/13/2020 2020	12/14/2020 2020	2021
DEBT SERVICE					
30-800-96000	Principal Expense	\$ 195,000.00	\$ 195,000.00	\$ 195,000.00	\$ 200,000.00
30-800-96200	Interest Expense	\$ 101,000.00	\$ 101,000.00	\$ 101,000.00	\$ 95,000.00
30-800-96400	Fiscal Agent Fees	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
TOTAL DEBT SERVICE		\$ 297,500.00	\$ 297,500.00	\$ 297,500.00	\$ 296,500.00
PARKS CAPITAL OUTLAY					
CAPITAL PROJECTS					
		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00
		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 12,000.00
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
30-800-95100	SUBTOTAL CAPITAL PROJ	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
CAPITAL EQUIPMENT					
		\$ 1,500.00	\$ -	\$ 3,885.00	\$ 1,200.00
		\$ 15,000.00	\$ -	\$ -	\$ 17,000.00
		\$ 2,500.00	\$ -	\$ -	\$ 8,000.00
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
30-800-95500	SUBTOTAL EQUIP	\$ 19,000.00	\$ -	\$ 3,885.00	\$ 26,200.00
TOTAL CAPITAL OUTLAY		\$ 36,000.00	\$ 17,000.00	\$ 20,885.00	\$ 43,200.00
TOTAL ANNUAL EXPENSES		\$ 1,157,209.27	\$ 971,552.27	\$ 874,350.71	\$ 1,149,920.83
REVENUES OVER EXPENSES		\$ 558.23	\$ 155.23	\$ 11,891.79	\$ 2,622.01
Projected Ending Fund Reserves		\$ 18,956.39	\$ 8,553.39	\$ 20,289.95	\$ 17,911.96

PARKS AND RECREATION

		Original 2020	7/13/2020 2020	12/14/2020 2020	2021
SERVICES & SUPPLIES					
30-800-50000	Chemicals	\$ 12,000.00	\$ 8,000.00	\$ 9,000.00	\$ 10,000.00
30-800-50110	Supplies Grounds	\$ 450.00	\$ 100.00	\$ 100.00	\$ 400.00
30-800-50130	Supplies General	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00
30-800-50140	Supplies Aquatic	\$ 7,035.00	\$ 4,700.00	\$ 5,100.00	\$ 7,000.00
30-800-50150	Supplies Sports Shirts	\$ 12,060.00	\$ 6,000.00	\$ 1,000.00	\$ 10,000.00
30-800-50170	Supplies Special Activity	\$ 5,025.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
30-800-50175	Supplies Youth Program	\$ 1,000.00	\$ 500.00	\$ 100.00	\$ 1,000.00
30-800-50177	Supplies Youth Camp	\$ 9,000.00	\$ 4,500.00	\$ 1,000.00	\$ 9,000.00
30-800-50180	Supplies Sports	\$ 9,000.00	\$ 3,000.00	\$ 1,000.00	\$ 9,000.00
30-800-50190	Tree City	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
30-800-50200	Concession Costs	\$ 20,000.00	\$ 3,000.00	\$ 5,000.00	\$ 14,000.00
30-800-50210	Turf Maintenance	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	\$ 4,500.00
30-800-50450	Freedom Fest	\$ 15,000.00	\$ 2,500.00	\$ 3,100.00	\$ 15,000.00
30-800-50500	Building Maint.	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
30-800-50550	Custodial Expense	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,500.00
30-800-50600	Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
30-800-50700	Office Expense	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,000.00
30-800-50750	Postage	\$ 150.00	\$ 100.00	\$ 100.00	\$ 100.00
30-800-51000	Repairs & Maintenance	\$ 2,010.00	\$ 2,010.00	\$ 2,010.00	\$ 2,020.00
30-800-52000	Supplies-Small Equip	\$ 5,025.00	\$ 4,500.00	\$ 3,000.00	\$ 4,700.00
30-800-55200	Advertising	\$ 2,713.50	\$ 1,500.00	\$ 1,500.00	\$ 2,300.00
30-800-55201	Audit Expense	\$ 502.50	\$ 480.00	\$ 503.00	\$ 500.00
30-800-55500	Bank/Credit Card Fees	\$ 3,015.00	\$ 1,500.00	\$ 600.00	\$ 100.00
30-800-55600	Contract Labor	\$ 350.00	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
30-800-55800	Dues & Subscriptions	\$ 3,000.00	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00
30-800-55850	Equipment Rental	\$ 1,650.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
30-800-56000	Insurance	\$ 34,650.00	\$ 34,650.00	\$ 34,650.00	\$ 34,898.37
30-800-56200	Legal Expense	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
30-800-56400	Professional	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00
30-800-56450	Contract Services / Securit	\$ 600.00	\$ 600.00	\$ 600.00	\$ 603.00
30-800-56500	Safety Program	\$ 1,450.00	\$ 1,450.00	\$ 1,600.00	\$ 1,500.00
30-800-56900	Travel Expense	\$ 2,000.00	\$ 1,200.00	\$ 1,000.00	\$ 2,000.00
30-800-56950	Training & Education	\$ 3,200.00	\$ 1,000.00	\$ 1,200.00	\$ 3,500.00
30-800-57400	Equip & Software Cont	\$ 10,550.00	\$ 12,000.00	\$ 11,000.00	\$ 11,000.00
30-800-61000	Telephone	\$ 3,750.00	\$ 3,750.00	\$ 3,200.00	\$ 3,200.00
30-800-61050	Internet Services	\$ 4,200.00	\$ 4,200.00	\$ 4,560.00	\$ 4,600.00
30-800-62000	Utilities - Electricity	\$ 48,240.00	\$ 30,000.00	\$ 35,000.00	\$ 48,000.00
30-800-62100	Utilities - Natural Gas	\$ 5,075.25	\$ 5,075.00	\$ 4,500.00	\$ 5,000.00
30-800-62300	Utilities - Other	\$ 3,115.50	\$ 3,300.00	\$ 3,400.00	\$ 3,600.00
30-800-7000	Vehicles Fuel	\$ 5,075.25	\$ 5,000.00	\$ 4,000.00	\$ 5,000.00
30-800-70100	Equipment Fuel	\$ 5,500.00	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00
30-800-71000	Vehicles R & M	\$ 2,512.50	\$ 2,000.00	\$ 1,500.00	\$ 2,000.00
30-800-71100	Equipment R&M	\$ 5,527.50	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
30-800-92500	Uniforms	\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 500.00
30-800-96500	COP Insurance Costs	\$ -	\$ -	\$ -	\$ -
30-800-92503	Bad Debt Expense	\$ -	\$ -	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 278,032.00	\$ 190,215.00	\$ 184,423.00	\$ 263,621.37

PARKS AND RECREATION

		Original 2020	7/13/2020 2020	12/14/2020 2020	2021
EXPENSES					
SALARIES & RELATED					
SALARIES					
	Admin Distributions	\$ 43,815.44	\$ 43,815.44	\$ 45,051.15	\$ 91,758.82
	Director	\$ 45,465.54	\$ 45,465.54	\$ 45,465.54	\$ 46,602.18
	Asst Director	\$ -	\$ -	\$ -	\$ -
	Marktq &Program Coord.	\$ 29,307.49	\$ 29,307.49	\$ 29,307.49	\$ 33,927.09
	Fac Camp Coord	\$ 27,214.92	\$ 27,214.92	\$ 27,214.92	\$ 33,099.60
	Aquatic & Fit Spvr	\$ -	\$ -	\$ -	\$ -
	Sports/ Concessions Spec	\$ -	\$ -	\$ -	\$ -
	Lands/ Grounds Foreman	\$ 37,449.15	\$ 37,449.15	\$ 37,449.15	\$ 38,385.38
	Bldg Grnd Maint Spvr	\$ 31,542.19	\$ 31,542.19	\$ 31,542.19	\$ 32,330.74
	Lands/ Grounds Team Lead	\$ -	\$ -	\$ -	\$ 27,895.29
	Grounds Tech I	\$ 24,111.35	\$ 24,111.35	\$ 24,111.35	\$ 26,297.36
	Fac Maint Tech	\$ 24,714.13	\$ 24,714.13	\$ 24,714.13	\$ 25,331.98
	Contingent salaries	\$ 9,462.60	\$ 9,462.60	\$ 9,462.60	\$ 5,267.14
30-800-90000	SUBTOTAL SALARIES	\$ 185,451.93	\$ 185,451.93	\$ 184,216.22	\$ 177,377.95
30-800-90500	Overtime	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
30-800-91000	Seasonal Employees	\$ 260,000.00	\$ 187,000.00	\$ 100,000.00	\$ 280,000.00
	SUBTOTAL OVERTIME & S	\$ 260,500.00	\$ 187,500.00	\$ 100,500.00	\$ 280,500.00
	TOTAL SALARIES	\$ 445,951.93	\$ 372,951.93	\$ 284,716.22	\$ 457,877.95
30-800-91500	Employee taxes	\$ 35,676.15	\$ 29,836.15	\$ 22,777.30	\$ 36,630.24
30-800-92000	Retirement	\$ 13,760.44	\$ 13,760.44	\$ 13,760.44	\$ 12,558.33
30-800-93000	Group INS	\$ 50,288.75	\$ 50,288.75	\$ 50,288.75	\$ 39,532.93
	Related Expense	\$ 99,725.34	\$ 93,885.34	\$ 86,826.49	\$ 88,721.50
	TOTAL SALARIES & RELATED	\$ 545,677.27	\$ 466,837.27	\$ 371,542.71	\$ 546,599.46

PARKS AND RECREATION

PARKS & RECREATION

	Original 2020	Amended 7/13/2020 2020	Amended 12/14/2020 2020	2021
BEGINNING FUND BALANCE	\$ 28,398.16	\$ 28,398.16	\$ 28,398.16	\$ 20,289.95
REVENUES				
30-800-40000 Advertising	\$ 25,000.00	\$ 6,000.00	\$ 17,400.00	\$ 25,000.00
30-800-40400 Concessions	\$ 40,000.00	\$ 5,000.00	\$ 11,000.00	\$ 30,000.00
30-800-40600 Facility Income	\$ 28,000.00	\$ 18,000.00	\$ 28,000.00	\$ 45,000.00
30-800-40800 Miscellaneous Income	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
30-800-40900 Park Fees	\$ 2,500.00	\$ 2,500.00	\$ 6,500.00	\$ 15,000.00
30-800-40950 Pool Income	\$ 75,000.00	\$ 27,000.00	\$ 32,800.00	\$ 75,000.00
30-800-41300 Franchise Fees	\$ 13,567.50	\$ 13,567.50	\$ 13,567.50	\$ 13,635.34
30-800-42000 Grant Revenue	\$ -	\$ -	\$ -	\$ -
30-800-43000 Interest Income	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	\$ 1,206.00
30-800-45300 Real Estate Tax	\$ 60,300.00	\$ 60,300.00	\$ 60,300.00	\$ 60,601.50
30-800-45400 Sales Tax Income	\$ 240,000.00	\$ 180,000.00	\$ 250,000.00	\$ 250,000.00
30-800-45500 Capital Improvement Tax	\$ 240,000.00	\$ 180,000.00	\$ 250,000.00	\$ 250,000.00
30-800-47000 Adult Programs	\$ 9,000.00	\$ 1,200.00	\$ 1,600.00	\$ 9,000.00
30-800-47100 Youth Programs	\$ 2,500.00	\$ 700.00	\$ 700.00	\$ 2,500.00
30-800-47200 Youth Camp	\$ 80,000.00	\$ 30,000.00	\$ 2,500.00	\$ 90,000.00
30-800-47300 Youth Sports	\$ 60,000.00	\$ 20,000.00	\$ 7,500.00	\$ 45,000.00
30-800-48000 Freedom Fest	\$ 3,500.00	\$ -	\$ 50.00	\$ 3,500.00
30-800-48100 Event Income Other	\$ 10,000.00	\$ 2,200.00	\$ 2,700.00	\$ 10,000.00
30-800-48200 Shirt Sales	\$ 900.00	\$ 100.00	\$ 325.00	\$ 600.00
30-800-49000 Asset Sales	\$ -	\$ 440.00	\$ 28,600.00	\$ -
30-800-49500 COP Proceeds	\$ -	\$ -	\$ -	\$ -
30-800-49550 Cop Premium	\$ -	\$ -	\$ -	\$ -
SUBTOTAL REVENUES	\$ 892,767.50	\$ 549,707.50	\$ 716,242.50	\$ 927,542.84
Transfer from Reserves	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 5,000.00
Transfer in General	\$ 255,000.00	\$ 402,000.00	\$ 150,000.00	\$ 220,000.00
30-800-46000 SUBTOTAL TRANSFERS	\$ 265,000.00	\$ 422,000.00	\$ 170,000.00	\$ 225,000.00
TOTAL - ANNUAL REVENUE	\$ 1,157,767.50	\$ 971,707.50	\$ 886,242.50	\$ 1,152,542.84

Willard Parks and Rec Cleaning Supplies

Hilyard 2020

Uline

PRODUCT	Amount needed	Price contract	Cost	Amount	Price solo	Cost
TOILET PAPER	15	\$49.81	\$747.15	6	\$61.00	\$366.00
PAPER TOWELS	26	\$41.75	\$1,085.50	17	\$30.00	\$510.00
PAPER LINERS FOR TOILET	25	\$17.14	\$428.50	25	\$2.79	\$69.75
HAND SANITIZER	10	\$91.79	\$917.90	10	\$32.00	\$320.00
SHOWER GEL	2	\$13.83	\$27.66			
HAND SOAP	6	\$10.27	\$61.62	6	\$14.00	\$84.00
WINDOW CLEANER	36	\$2.37	\$85.32	36	\$3.25	\$117.00
INDUSTRIAL STRENGTH HAND CLEANER	2	\$64.00	\$128.00	2	\$17.00	\$34.00
HEAVY BLACK TRASH BAGS 50 GALLON	18	\$30.43	\$547.74	9	\$50.00	\$450.00
CLEAR #3 TRASH BAGS	3	\$20.91	\$62.73	1	\$48.00	\$48.00
QT CLEANER	10	\$18.16	\$181.60	12	\$3.25	\$39.00
TOILET CLEANER	26	\$2.24	\$58.24	12	\$2.75	\$33.00
MOP HEADS	10	\$3.76	\$37.60	10	\$6.00	\$60.00
DUST MOP HEADS	4	\$9.83	\$39.32	4	\$11.00	\$44.00
URINAL CAKES / SCREENS	24 cakes			2	\$25.00	\$50.00
FLOOR CLEANER	7	\$7.29	\$51.03	7	\$15.35	\$107.45
SANITIZING CLEANING SOLUTION	10		\$0.00	10	\$3.55	\$35.50
PAPER TOWEL DISPENSER				12	\$69.00	\$828.00
			\$4,459.91			\$3,195.70

Picture Bids

Main Package	Wallets	3x5	5x7	8x10
\$ 14.00	\$ 10.00	(4) \$10	(2) \$10	\$ 10.00

City Cleaning Supplies
UniPak Corp

Bid 1

Product	Volume	Year one	Year two	Year 3
TOILET PAPER	15 cases 36 rolls/case	n/a	n/a	n/a
PAPER TOWELS	26 cases/ 8 rolls case	n/a	n/a	n/a
PAPER LINERS FOR TOILET	25 cases	n/a	n/a	n/a
HAND SANITIZER	10 cases, 125 oz/case	\$ 15.90	\$ 15.90	\$ 15.90
SHOWER GEL	2 cases, 125 oz/case	\$ 11.50	\$ 11.50	\$ 11.50
HAND SOAP	6 cases, 125 oz/case	\$ 7.50	\$ 7.50	\$ 7.50
WINDOW CLEANER	3 case, 19 oz, pack of twelve	\$ 5.90	\$ 5.90	\$ 5.90
INDUSTRIAL STRENGTH HAND CLEANER	2 gallons	\$ 14.75	\$ 14.75	\$ 14.75
HEAVY BLACK TRASH BAGS 50 GALLON	18 cases, 50/case	\$ 23.00	\$ 23.00	\$ 23.00
CLEAR #3 TRASH BAGS	3 cases, 250/case	\$ 23.00	\$ 23.00	\$ 23.00
QT CLEANER	10 gal	n/a	n/a	n/a
TOILET CLEANER	26 qts	\$ 10.90	\$ 10.90	\$ 10.90
MOP HEADS	10	\$ 19.50	\$ 19.50	\$ 19.50
DUST MOP HEADS	4, 36 in width	\$ 19.50	\$ 19.50	\$ 19.50
URINAL CAKES / SCREENS	24 cakes	n/a	n/a	n/a
FLOOR CLEANER	7 gal	\$ 13.50	\$ 13.50	\$ 13.50
SANITIZING CLEANING SOLUTION	10 gal			

T-Shirt Bid 2021	Provider	Heart N Soul Graphic Design and Photography	All-star Custom Apparel and Design, Inc	Back Country Screen Printing	Matthew Geiger DBA FSP Designs	Ad-Wear Specialty of Texas, Inc	Express-Press	Riddell	EDWBE, LLC
One Color	Youth S/S	\$ 4.06 \$	\$ 4.72 \$	\$ 3.42 \$	\$ 7.50 \$	\$ 3.11 \$	\$ 3.32 \$	\$ 3.50 \$	\$ 3.65 \$
	Adult S/S	\$ 4.50 \$	\$ 5.18 \$	\$ 3.76 \$	\$ 7.50 \$	\$ 3.11 \$	\$ 3.32 \$	\$ 3.80 \$	\$ 3.43 \$
	Adult L/S	\$ 6.19 \$	\$ 7.42 \$	\$ 5.87 \$	\$ 10.50 \$	\$ 4.93 \$	\$ 5.99 \$	\$ 7.20 \$	\$ 5.74 \$
Two Color	Youth S/S	\$ 4.12 \$	\$ 5.89 \$	\$ 3.92 \$	\$ 7.75 \$	\$ 3.21 \$	\$ 3.84 \$	\$ 4.00 \$	\$ 3.65 \$
	Adult S/S	\$ 4.50 \$	\$ 5.10 \$	\$ 4.26 \$	\$ 7.75 \$	\$ 3.21 \$	\$ 3.84 \$	\$ 4.30 \$	\$ 3.43 \$
	Adult L/S	\$ 6.25 \$	\$ 7.87 \$	\$ 6.39 \$	\$ 10.75 \$	\$ 5.03 \$	\$ 6.51 \$	\$ 8.70 \$	\$ 5.74 \$
Three Color	Youth S/S	\$ 4.19 \$	\$ 5.55 \$	\$ 4.42 \$	\$ 8.00 \$	\$ 3.31 \$	\$ 4.36 \$	\$ 4.50 \$	\$ 3.65 \$
	Adult S/S	\$ 4.50 \$	\$ 6.26 \$	\$ 4.76 \$	\$ 8.00 \$	\$ 3.31 \$	\$ 4.36 \$	\$ 4.80 \$	\$ 3.43 \$
	Adult L/S	\$ 6.30 \$	\$ 8.57 \$	\$ 6.89 \$	\$ 11.00 \$	\$ 5.13 \$	\$ 7.03 \$	\$ 9.20 \$	\$ 5.74 \$
XXL	S/S	\$ 1.89 \$	\$ 1.97 \$	\$ 2.00 \$	\$ 1.00 \$	\$ 2.00 \$	\$ 2.00 \$	\$ 2.25 \$	\$ 6.45*
	L/S	\$ 1.89 \$	\$ 0.77 \$	\$ 2.00 \$	\$ 1.00 \$	\$ 2.00 \$	\$ 2.00 \$	\$ 2.00 \$	\$ 7.65*
XXXL	S/S	\$ 3.26 \$	\$ 3.84 \$	\$ 3.50 \$	\$ 2.00 \$	\$ 3.00 \$	\$ 3.00 \$	\$ 3.25 \$	\$ 7.59*
	L/S	\$ 3.26 \$	\$ 2.22 \$	\$ 3.50 \$	\$ 2.00 \$	\$ 4.00 \$	\$ 3.00 \$	\$ 3.50 \$	\$ 7.82*
Number		\$ 3.00 \$	\$ 2.28 \$	\$ 2.00 \$	\$ 4.00 \$	\$ 1.25 \$	\$ 1.00 \$	\$ 1.50 \$	\$ 2**
Sponsor Back		\$ 1.00 \$	\$ 0.78 \$	\$ 1.00 \$	\$ 4.00 \$	\$ 0.80 \$	\$ 0.75 \$	\$ 1.25 \$	\$ 0.60 \$
Sponsor Sleeve		\$ 1.50 \$	\$ 1.47 \$	\$ 1.00 \$	\$ 1.50 \$	\$ 0.80 \$	\$ 0.75 \$	\$ 1.00 \$	\$ 0.60 \$
Screen Set-up		\$ 50.00 \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ 22.00 \$	\$ - \$
Location		Newalla, OK	Henrietta, NY	Willard, MO	Monrovia, CA	Houston, TX	Springfield, MO	North Ridgeville, OH	Leesburg, FL

AGENDA ITEM #8

Unfinished Business

AGENDA ITEM #9

Adjourn

