

MEETING AGENDA AND PACKET

**PARK BOARD
Regular Meeting**

Sept 26, 2019

7:00 PM-Willard City Hall

224 W. Jackson Street

PARK BOARD MEMBERS

Blaine Kennard, President

Valorie Simpson, Vice-President

Fred Burk, Secretary

Laurie Pendergrass

Craig Baird



Notice posted on September 24, 2019.

Notice is hereby given that the City of Willard Park Board will conduct a meeting at 7:00 p.m., September 26th, 2019 at 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 August 29th, 2019.
4. Citizen's Input (5-minute limit)
5. Financial Statements
6. Director's Report
7. New Business
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 #1

Roll Call

AGENDA ITEM # 2

Agenda Amendments / Approval of the Agenda

AGENDA ITEM #3

Approval of Minutes

City of Willard, MO

Park Board Meeting

8/29/2019

Board Members Present: President Blaine Kennard, Vice-President Valorie Simpson; Secretary Fred Burk; Laurie Pendergrass; Craig Baird

Staff Present: Park Director: Jason Knight

President Kennard called the meeting to order at 7:00

Roll Call

Blaine Kennard – present, Valorie Simpson- present, Fred Burk- present,

Laurie Pendergrass- present, Craig Baird- present

Approval of Agenda

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

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. All Members Present voted Aye

Citizens Input

- Simeon Gibson- He would like a Skate Park in Willard. The one he has used before was in Springfield- entrance fee is \$11 plus \$2 to rent a helmet. We could reach out to the school to get a survey of interest to see how many students would be interested. Josh Tollison spoke as well regarding being kicked out of certain places for skating. Christian Love spoke as well regarding being kicked out of certain places for skating. We also have an Olympian skateboarder Michael Sterling. Clay Latimer spoke about having team events, and regarding being kicked out of certain places for skating. Alderman Donna Stewart came to talk about GROW Growing and Reinforcing Others in Willard. The young men who spoke about the Skate Park had also come to the Board of Alderman meeting to pitch the idea. The Tony Hawk Foundation has grants available for smaller communities- this would be great to review. Donna Stewart is interested in getting a map together for "safe to skate" zones.
- Here are the names for the minutes of the citizens in attendance:
- Josh Tollison
- Simion Gibson
- Christian Love
- Clay Latimer
- Donna Stewart

Financial Statement

- none

Motion made by Blaine to approve the Financial Statements and seconded by Fred

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

Directors Report

- Attached
- During the dance we had to make sure to illuminate all the dark corners to ensure we could see all activities going on- just to be safe
- We grossed around \$2700 so the dance was great revenue for such a small amount of time
- We had a long conversation about how to maximize the Sunflower field, and it's potential. The Sunflower has lots of potential from a festival to being part of the disc golf course, etc.

New Business

- Jason talked about the Skate Park and we discussed the benefits and draws of having a dedicated skate park

Unfinished Business

- none

Adjourn Meeting

Motion made by Val to adjourn meeting and seconded by Laurie

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

Meeting adjourned at 8:21

Submitted by Secretary Fred Burk

Blaine Kennard, Park Board President

Jennifer Rowe, City Clerk

AGENDA ITEM #4

Citizens Input

AGENDA ITEM #5

Financial Statements: See Attached



City of Willard, MO

My Detail Report (Park Board Packet)

Date Range: 08/29/2019 - 09/26/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 30 - PARKS FUND				
<u>30-800-50110</u>	SUPPLIES - GROUNDS	205.90	75.98	281.88
Post Date	Packet Number	Source Transaction	Pmt Number	Description
09/09/2019	POPKT02075	715217	42576	HERBICIDE - PKS
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
09/03/2019	POPKT02065	340143323	42549	MATS (ALL DEPTS) & TOWLES (W/S)
09/04/2019	POPKT02069	550325094	42536	PEST CONTROL SERVICE - ALL DEPTS
09/23/2019	POPKT02104	4165034		AMAZON CLOTHING RACK - PKS
<u>30-800-50140</u>	SUPPLIES-AQUATIC			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
09/03/2019	POPKT02065	7479	42584	POOL CHEMICALS-PKS
09/03/2019	POPKT02065	H3012-91319		HOME DEPOT POOL REPAIR HOSE-PKS
09/03/2019	POPKT02065	INV0014414		DOLLAR GENERAL CHLORINE FOR POOL
<u>30-800-50150</u>	SUPPLIES-SPORTS SHIRTS (PARKS)			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
09/17/2019	POPKT02094	39866A		SOCCER SHIRTS-PKS
09/17/2019	POPKT02094	39866B		VOLLEYBALL SHIRTS-PKS
09/17/2019	POPKT02094	39866C		SOCCER SHIRTS-PKS
09/17/2019	POPKT02094	39866D		VOLLEYBALL SHIRTS-PKS
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
09/03/2019	POPKT02065	04683G		BULLSEYE PROPANE TANK REFILL-PKS
09/03/2019	POPKT02065	120663		HARBOR FREIGHT EXTENSION CORDS &
Project Account	Vendor	Amount	Running Balance	
	RAC450 - RACE BROS FARM SUPPLY, INC	75.98	281.88	
		129.09	1,094.97	
Project Account	Vendor	Amount	Running Balance	
	AMP100 - AMERIPRIDE SERVICES INC	44.80	1,010.68	
	SPS150 - SCHENDEL PEST SERVICES	40.00	1,050.68	
	COMMGMN - COMMERCE CREDIT CARD SER	44.29	1,094.97	
		681.74	5,499.37	
Project Account	Vendor	Amount	Running Balance	
	BWP100 - WALDEN CHEMICAL d/b/a BLUE	535.60	5,353.23	
	COMMGMN - COMMERCE CREDIT CARD SER	14.85	5,368.08	
	COMMGMN - COMMERCE CREDIT CARD SER	131.29	5,499.37	
		1,004.64	5,755.38	
Project Account	Vendor	Amount	Running Balance	
	EXP100 - EXPRESS PRESS	290.36	5,041.10	
	EXP100 - EXPRESS PRESS	44.70	5,085.80	
	EXP100 - EXPRESS PRESS	593.26	5,679.06	
	EXP100 - EXPRESS PRESS	76.32	5,755.38	
		38.23	3,175.77	
Project Account	Vendor	Amount	Running Balance	
	COMMGMN - COMMERCE CREDIT CARD SER	12.29	3,149.83	
	COMMGMN - COMMERCE CREDIT CARD SER	25.94	3,175.77	

My Detail Report (Park Board Packet)

Date Range: 08/29/2019 - 09/26/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance					
30-800-50177	SUPPLIES-YOUTH CAMP	6,088.61	260.90	6,349.51					
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance	
09/17/2019	POPKT02092	0433054		AMAZON CAMP SUPPLIES-PKS	COMMGN - COMMERCE CREDIT CARD SER		18.99	6,107.60	
09/17/2019	POPKT02092	1818633		AMAZON CAMP GAME-PKS	COMMGN - COMMERCE CREDIT CARD SER		7.01	6,114.61	
09/17/2019	POPKT02092	4184221		AMAZON CAMP TOYS-PKS	COMMGN - COMMERCE CREDIT CARD SER		6.94	6,121.55	
09/23/2019	POPKT02096	0781859		AMAZON CAMP FIRST AID SUPPLIES-PK	COMMGN - COMMERCE CREDIT CARD SER		36.26	6,157.81	
09/23/2019	POPKT02096	2212200		AMAZON CAMP SUPPLIES-PKS	COMMGN - COMMERCE CREDIT CARD SER		47.18	6,204.99	
09/23/2019	POPKT02096	4041064		AMAZON CAMP GAME-PKS	COMMGN - COMMERCE CREDIT CARD SER		7.00	6,211.99	
09/23/2019	POPKT02096	7266802		AMAZON CAMP FIRST AID SUPPLIES-PK	COMMGN - COMMERCE CREDIT CARD SER		13.20	6,225.19	
09/23/2019	POPKT02104	6109024A		AMAZON CAMP TOYS FIRST AID & GRAF	COMMGN - COMMERCE CREDIT CARD SER		111.52	6,336.71	
09/23/2019	POPKT02104	8958638		AMAZON CAMP ACETAMINOPHEN - PK	COMMGN - COMMERCE CREDIT CARD SER		12.80	6,349.51	
30-800-50180		SUPPLIES SPORTS-PKS					5,147.91	2,281.26	7,429.17
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance	
09/17/2019	POPKT02092	4328191		EPIC SPORTS VOLLEYBALL NET SYSTEM-	COMMGN - COMMERCE CREDIT CARD SER		2,106.59	7,254.50	
09/17/2019	POPKT02092	A126951		SOCCER CABLE TIES-PKS	WTV100 - WILLARD HOME CENTER LLC		7.99	7,262.49	
09/23/2019	POPKT02096	4362978		EPIC SPORTS SOCCER BALLS-PKS	COMMGN - COMMERCE CREDIT CARD SER		145.71	7,408.20	
09/23/2019	POPKT02104	9041838		AMAZON SOCCER CONES - PKS	COMMGN - COMMERCE CREDIT CARD SER		20.97	7,429.17	
30-800-50200		CONCESSIONS-PKS					17,043.65	1,406.81	18,450.46
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance	
09/03/2019	POPKT02065	006646		MURFIN'S HOT DOG BUNS-PKS	COMMGN - COMMERCE CREDIT CARD SER		7.30	17,050.95	
09/03/2019	POPKT02065	023525		SAM'S CONCESSIONS-PKS	WALL10 - WALMART COMMUNITY/RFCSSL		443.60	17,494.55	
09/09/2019	POPKT02078	26396527		SOFT DRINK CONCESSIONS - PKS	OZA255 - OZARKS COCA COLA		170.64	17,665.19	
09/09/2019	POPKT02078	26407652		SOFT DRINK CONCESSIONS - PKS	OZA255 - OZARKS COCA COLA		186.23	17,851.42	
09/09/2019	POPKT02078	26407653		SOFT DRINK CONCESSIONS - PKS	OZA255 - OZARKS COCA COLA		96.00	17,947.42	
09/17/2019	POPKT02092	006656		CONCESSIONS-PKS	WALL10 - WALMART COMMUNITY/RFCSSL		503.04	18,450.46	
30-800-50550		BUILDING MAINTENANCE-PKS					7,304.59	1,110.00	8,414.59
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance	
08/29/2019	POPKT02059	4118951-00 2	42532	POOL ELECTRIC CONTACTOR - PKS	LES100 - LOYD'S ELECTRIC SUPPLY		87.97	7,392.56	
08/31/2019	GLPKT11287	JN01387		TO CREDIT CASH FOR LOYDS ELECTRIC L			-87.97	7,304.59	
09/23/2019	POPKT02100	22405E		GRINDER PUMP FOR REC CENTER - SEW	HAY150 - HAVNES EQUIPMENT		1,110.00	8,414.59	
30-800-50550		CUSTODIAL SUPPLIES-PKS					4,121.18	74.94	4,196.12
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance	
09/17/2019	POPKT02092	006553		CUSTODIAL SUPPLIES-PKS	WALL10 - WALMART COMMUNITY/RFCSSL		74.94	4,196.12	

My Detail Report (Park Board Packet)

Date Range: 08/29/2019 - 09/26/2019

Account		Name	Beginning Balance		Total Activity	Ending Balance
<u>30-800-50700</u>		OFFICE SUPPLIES-PKS	579.14	28.99	608.13	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount
09/03/2019	POPKT02059	8089530-0		ADMIRAL EXPRESS COPY PAPER - GEN/L	COMMGMN - COMMERCE CREDIT CARD SER	28.99
<u>30-800-50750</u>		POSTAGE-PKS	24.17	2.80	26.97	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount
09/03/2019	POPKT02059	082719		STAMPS.COM POSTAGE - ALL DEPTS	COMMGMN - COMMERCE CREDIT CARD SER	2.80
<u>30-800-51000</u>		REPAIRS AND MAINTENANCE-PKS	535.43	1,257.50	1,792.93	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount
09/03/2019	POPKT02065	6869866	42582	AIR CONDITIONER MOTOR-PKS	TRA300 - TRANE U.S. INC	257.55
09/03/2019	POPKT02065	8617857		AMAZON LED REPLACEMENT BULBS-PK	COMMGMN - COMMERCE CREDIT CARD SER	279.98
09/03/2019	POPKT02065	903062	42566	SOCCER IRRIGATION REPAIR SUPPLIES-P	LOW505 - LOWE'S CREDIT SERVICES	49.00
09/03/2019	POPKT02065	907830	42566	SOCCER IRRIGATION COUPLINGS-PKS	LOW505 - LOWE'S CREDIT SERVICES	19.14
09/09/2019	POPKT02069	90602	42566	POLE BARN REPAIR SUPPLIES-PKS	LOW505 - LOWE'S CREDIT SERVICES	23.51
09/09/2019	POPKT02069	90626	42566	POLE BARN REPAIR SUPPLIES-PKS	LOW505 - LOWE'S CREDIT SERVICES	415.89
09/09/2019	POPKT02075	54233462.002	42563	WATER FOUNTAIN REPAIR PARTS-PKS	HAR160 - HARRY COOPER SUPPLY COMPA	16.56
09/17/2019	POPKT02092	6958669		AMAZON 9 VOLT & D CELL BATTERIES -	COMMGMN - COMMERCE CREDIT CARD SER	34.52
09/23/2019	POPKT02096	8124501		MAINTENANCE SUPPLIES-PKS	WTV100 - WILLARD HOME CENTER LLC	161.35
<u>30-800-52000</u>		SUPPLIES SMALL EQUIPMENT-PKS	1,726.62	897.40	2,624.02	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount
09/03/2019	POPKT02065	3000045413736.1		BATTERY BACKUP - PKS	DEL100 - DELL USA LP	375.95
09/23/2019	POPKT02096	39845		SOCCER HVAC-PKS	LOW505 - LOWE'S CREDIT SERVICES	521.45
<u>30-800-55200</u>		ADVERTISING-PKS	1,885.25	167.15	2,052.40	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount
09/03/2019	POPKT02059	ZZ2MC-G5A64-0J9		VISTAPRINT DOGGY DIVE POSTERS-PKS	COMMGMN - COMMERCE CREDIT CARD SER	29.84
09/03/2019	POPKT02065	0179494-IN	42554	SUNFLOWER BANNER-PKS	CP1100 - COLORGRAPHIC PRINTING INC	77.31
09/09/2019	POPKT02075	5227		MPRA - S MAILS TRAINING-PKS	COMMGMN - COMMERCE CREDIT CARD SER	60.00
<u>30-800-55800</u>		BANK/CREDIT CARD FEES-PKS	1,554.77	795.62	2,350.39	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount
08/31/2019	GLPKT11215	JN01367		TO RECORD BANK AND CR CARD FEES		795.62
<u>30-800-55850</u>		EQUIPMENT RENTAL-PKS	1,364.17	68.28	1,432.45	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount
09/09/2019	POPKT02075	20473503	42551	COPIER RENTAL - ALL DEPTS	CFS100 - CANON FINANCIAL-SERVICES, INC	68.28

My Detail Report (Park Board Packet)

Date Range: 08/29/2019 - 09/26/2019

Account	Name					Beginning Balance	Total Activity	Ending Balance
30-800-56000	INSURANCE-PKS					21,196.58	2,950.86	24,147.44
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
08/31/2019	GLPKT11215	JN01372		TO DISTRIBUTE INSURANCE			2,950.86	24,147.44
30-800-56400		PROFESSIONAL-PKS				5,137.15	259.20	5,396.35
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/12/2019	POPKT02081	1536	42591	IT SERVICES - ALL DEPTS	VDS100 - VDS VISION LLC		259.20	5,396.35
30-800-56500		SAFETY PROGRAM-PKS				687.14	70.00	757.14
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/17/2019	POPKT02092	22026		ALTRA AED LEASE-PKS	COMMGN - COMMERCE CREDIT CARD SER		70.00	757.14
30-800-57400		EQUIPMENT/SOFTWARE CONTRACTS-PKS				8,114.37	706.68	8,821.05
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/17/2019	POPKT02081	025-268407		QUARTERLY SUBSCRIPTION FEES - GEN/	TYL100 - TYLER TECHNOLOGIES INC		262.36	8,376.73
09/17/2019	POPKT02081	90724403	42590	TIME CLOCK FEES - ALL DEPTS	INF100 - QUEST SOFTWARE SYSTEMS INC		318.32	8,695.05
09/17/2019	POPKT02092	190903-61667551-60-		WHEN TO WORK SCHEDULING SOFTWA	COMMGN - COMMERCE CREDIT CARD SER		126.00	8,821.05
30-800-61000		TELEPHONE-PKS				2,494.00	263.73	2,757.73
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/03/2019	POPKT02059	090119		NEXTIVA TELEPHONE EXPENSE - ALL DE	COMMGN - COMMERCE CREDIT CARD SER		163.29	2,657.29
09/03/2019	POPKT02065	090119	42564	CELL PHONE REIMBURSEMENT - PKS	JKN100 - JASON KNIGHT		50.00	2,707.29
09/09/2019	POPKT02070	9836706464	42546	CELL PHONE SERVICE - LAW/P&D/W/S/	VER100 - VERIZON WIRELESS		50.44	2,757.73
30-800-61050		INTERNET-PARKS				4,347.37	379.02	4,726.39
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/09/2019	POPKT02070	283554	42571	INTERNET EXPENSE - ALL DEPTS	NITEL - NITEL, INC		379.02	4,726.39
30-800-62000		UTILITIES ELECTRIC-PKS				30,261.41	6,226.07	36,487.48
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/09/2019	POPKT02075	173	42539	ELECTRIC UTILITIES - ALL DEPTS	EMP210 - LIBERTY UTILITIES-EMPIRE DISTR		6,226.07	36,487.48
30-800-62100		UTILITIES GAS PKS				3,744.43	96.36	3,840.79
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/17/2019	POPKT02088	091019C	42594	COMM BUILDING GAS UTILITIES - PKS	MIS315 - SPIRE		60.23	3,804.66
09/17/2019	POPKT02088	091019E	42596	REC CENTER GAS UTILITIES - PKS	MIS315 - SPIRE		36.13	3,840.79

My Detail Report (Park Board Packet)

Date Range: 08/29/2019 - 09/26/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance			
30-800-62300	UTILITIES OTHER-PKS	2,018.88	252.36	2,271.24			
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
09/12/2019	POPKT02081	0394-005887225	42587	TRASH DISPOSAL - GEN/LAW/W/S/PKS	REP425 - ALLIED SERVICES, LLC	252.36	2,271.24
30-800-70000	VEHICLE EXPENSE FUEL-PKS						
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
09/09/2019	POPKT02070	61045588	42547	VEHICLE & EQUIPMENT FUEL - LAW/STS	WRI110 - WEX BANK	333.72	4,269.07
30-800-70100	EQUIPMENT FUEL-PKS						
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
09/09/2019	POPKT02070	61045588	42547	VEHICLE & EQUIPMENT FUEL - LAW/STS	WRI110 - WEX BANK	375.64	2,854.72
09/09/2019	POPKT02075	105467	42578	EQUIPMENT FUEL-PKS	REX380 - REX SMITH OIL CO.	568.12	3,422.84
30-800-71000	VEHICLE EXPENSE OTHER-PKS						
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
09/03/2019	POPKT02065	2637-252502	42572	TOOL TRUCK BRAKE PADS-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC	96.89	1,252.91
09/17/2019	POPKT02092	2822793		SIMPLETIRE - OLD FORD TIRES -PKS	COMMGN - COMMERCE CREDIT CARD SER	399.22	1,652.13
30-800-71100	EQUIP REPAIRS/MAINT-PKS						
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
08/30/2019	APPKT02296	41928	42570	RETURN CREDIT - PKS	STI150 - MONRO INC	-62.92	2,909.49
09/03/2019	POPKT02065	2367-251202	42572	TERMINAL KIT-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC	29.99	2,939.48
09/09/2019	POPKT02075	2367-252478	42572	WIRE BRUSHES & WIRE WHEEL-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC	14.47	2,953.95
09/17/2019	POPKT02081	190027		POOL SOFT START PUMP STARTER-PKS	ACE150 - AC ELECTRICAL SYSTEMS, INC.	1,808.41	4,762.36
30-800-90000	SALARIES-PKS						
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
08/30/2019	PYPKT00526	PYPKT00526 - 8/11/19		PYPKT00526 - 8/11/19 - 8/24/19: Paid 8		6,518.08	125,949.28
09/13/2019	PYPKT00529	PYPKT00529 - 8/25/19		PYPKT00529 - 8/25/19 - 9/7/19: Paid 9/		6,807.97	132,757.25
30-800-90500	SALARIES OVERTIME-PKS						
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Amount	Running Balance
08/30/2019	PYPKT00526	PYPKT00526 - 8/11/19		PYPKT00526 - 8/11/19 - 8/24/19: Paid 8		12.94	446.26

My Detail Report (Park Board Packet)

Date Range: 08/29/2019 - 09/26/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance				
30-800-91000	SALARIES SEASONAL-PKS	190,079.32	14,337.38	204,416.70				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
08/30/2019	PYPKT00526	PYPKT00526 - 8/11/19		PYPKT00526 - 8/11/19 - 8/24/19: Paid 8			12,359.85	202,439.17
09/13/2019	PYPKT00529	PYPKT00529 - 8/25/19		PYPKT00529 - 8/25/19 - 9/7/19: Paid 9/			1,977.53	204,416.70
30-800-91500	PAYROLL TAXES-PKS						2,094.68	25,611.77
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
08/30/2019	PYPKT00526	PYPKT00526 - 8/11/19		PYPKT00526 - 8/11/19 - 8/24/19: Paid 8			1,433.87	24,950.96
09/13/2019	PYPKT00529	PYPKT00529 - 8/25/19		PYPKT00529 - 8/25/19 - 9/7/19: Paid 9/			660.81	25,611.77
30-800-92000	RETIREMENT-PKS						7,625.91	8,571.95
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
08/30/2019	PYPKT00526	PYPKT00526 - 8/11/19		PYPKT00526 - 8/11/19 - 8/24/19: Paid 8			462.73	8,088.64
09/13/2019	PYPKT00529	PYPKT00529 - 8/25/19		PYPKT00529 - 8/25/19 - 9/7/19: Paid 9/			483.31	8,571.95
30-800-92500	UNIFORMS-PKS						1,133.93	1,294.53
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/09/2019	POPKT02070	340143751	42549	UNIFORMS - STS/W/S/PKS	AMP100 - AMERIPRIDE SERVICES INC		160.60	1,294.53
30-800-93000	GROUP INSURANCE-PKS						31,611.40	35,274.15
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
08/30/2019	PYPKT00526	PYPKT00526 - 8/11/19		PYPKT00526 - 8/11/19 - 8/24/19: Paid 8			1,816.66	33,428.06
09/13/2019	PYPKT00529	PYPKT00529 - 8/25/19		PYPKT00529 - 8/25/19 - 9/7/19: Paid 9/			1,846.09	35,274.15
		Total Fund: 30 - PARKS FUND:		Beginning Balance: 523,629.54		Total Activity: 59,589.59		Ending Balance: 583,219.13

Grand Totals: Beginning Balance: 523,629.54 Total Activity: 59,589.59 Ending Balance: 583,219.13

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
30 - PARKS FUND	523,629.54	59,589.59	583,219.13
Grand Total:	523,629.54	59,589.59	583,219.13



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 30 - PARKS FUND							
Revenue							
<u>30-800-40000</u>	ADVERTISING REVENUE (PARKS)	30,652.50	30,000.00	100.00	28,206.71	-1,793.29	5.98 %
<u>30-800-40400</u>	CONCESSION INCOME	43,000.00	43,000.00	201.15	36,059.98	-6,940.02	16.14 %
<u>30-800-40600</u>	FACILITY INCOME	30,000.00	30,000.00	2,677.25	27,676.76	-2,323.24	7.74 %
<u>30-800-40800</u>	MISCELLANEOUS INCOME-PKS	500.00	15,000.00	0.00	14,022.31	-977.69	6.52 %
<u>30-800-40900</u>	PARK FEES-PKS	3,800.00	3,800.00	0.00	3,250.00	-550.00	14.47 %
<u>30-800-40950</u>	SWIM POOL INCOME	70,000.00	71,000.00	270.00	81,568.60	10,568.60	114.89 %
<u>30-800-41300</u>	FRANCHISE MOBILE PHONE TOWE	13,500.00	13,500.00	0.00	9,267.71	-4,232.29	31.35 %
<u>30-800-42000</u>	GRANT REVENUES-PKS	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
<u>30-800-43000</u>	INTEREST INCOME-PKS	1,000.00	3,000.00	0.00	2,699.91	-300.09	10.00 %
<u>30-800-45300</u>	TAX REAL ESTATE-PKS	60,500.00	60,000.00	0.35	52,902.56	-7,097.44	11.83 %
<u>30-800-45400</u>	TAX SALES & USE REVENUES-PKS	225,000.00	225,000.00	27,606.30	198,104.07	-26,895.93	11.95 %
<u>30-800-45500</u>	TAX SALES CAP IMP-PKS	232,000.00	232,000.00	31,716.95	183,494.80	-48,505.20	20.91 %
<u>30-800-46000</u>	TRANSFER FROM GCG	236,000.00	168,000.00	0.00	95,000.00	-73,000.00	43.45 %
<u>30-800-47000</u>	ADULT PROGRAMS-PKS	7,500.00	8,000.00	580.00	8,903.00	903.00	111.29 %
<u>30-800-47100</u>	YOUTH PROGRAMS-PKS	3,000.00	3,000.00	315.00	1,495.50	-1,504.50	50.15 %
<u>30-800-47200</u>	YOUTH CAMP-PKS	95,000.00	95,000.00	0.00	76,016.93	-18,983.07	19.98 %
<u>30-800-47300</u>	YOUTH SPORTS-PKS	62,500.00	65,000.00	1,015.10	48,723.73	-16,276.27	25.04 %
<u>30-800-48000</u>	FREEDOM FEST INCOME	3,500.00	3,500.00	0.00	3,571.00	71.00	102.03 %
<u>30-800-48100</u>	SPECIAL EVENT INCOME	9,000.00	10,000.00	465.00	8,350.50	-1,649.50	16.50 %
<u>30-800-48200</u>	SHIRT INCOME	3,500.00	1,000.00	0.00	780.00	-220.00	22.00 %
	Revenue Total:	1,134,952.50	1,084,800.00	64,947.10	880,094.07	-204,705.93	18.87 %
Expense							
<u>30-800-50000</u>	CHEMICALS-PKS	10,000.00	14,000.00	0.00	14,130.08	-130.08	-0.93 %
<u>30-800-50110</u>	SUPPLIES - GROUNDS	450.00	450.00	75.98	281.88	168.12	37.36 %
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	1,250.00	1,500.00	129.09	1,094.97	405.03	27.00 %
<u>30-800-50140</u>	SUPPLIES-AQUATIC	9,000.00	7,000.00	681.74	5,499.37	1,500.63	21.44 %
<u>30-800-50150</u>	SUPPLIES-SPORTS SHIRTS (PARKS)	12,000.00	12,000.00	1,004.64	5,755.38	6,244.62	52.04 %
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS	5,000.00	5,000.00	38.23	3,175.77	1,824.23	36.48 %
<u>30-800-50175</u>	SUPPLIES YOUTH PROGRAM-PKS	1,200.00	1,200.00	0.00	341.84	858.16	71.51 %
<u>30-800-50177</u>	SUPPLIES-YOUTH CAMP	9,000.00	9,000.00	260.90	6,349.51	2,650.49	29.45 %
<u>30-800-50180</u>	SUPPLIES SPORTS-PKS	9,000.00	9,000.00	2,281.26	7,429.17	1,570.83	17.45 %
<u>30-800-50190</u>	TREE CITY USA-PKS	8,500.00	8,500.00	0.00	1,468.20	7,031.80	82.73 %
<u>30-800-50200</u>	CONCESSIONS-PKS	22,500.00	22,500.00	1,406.81	18,450.46	4,049.54	18.00 %
<u>30-800-50210</u>	TURF MAINTENANCE-PKS	2,000.00	2,000.00	0.00	2,083.91	-83.91	-4.20 %
<u>30-800-50450</u>	FREEDOM FEST EXPENSE	14,000.00	16,500.00	0.00	16,323.79	176.21	1.07 %
<u>30-800-50500</u>	BUILDING MAINTENANCE-PKS	7,500.00	7,500.00	1,110.00	8,414.59	-914.59	-12.19 %
<u>30-800-50550</u>	CUSTODIAL SUPPLIES-PKS	6,000.00	5,000.00	74.94	4,196.12	803.88	16.08 %
<u>30-800-50600</u>	MISCELLANEOUS EXPENSE-PKS	100.00	100.00	0.00	0.00	100.00	100.00 %
<u>30-800-50700</u>	OFFICE SUPPLIES-PKS	1,000.00	1,000.00	28.99	608.13	391.87	39.19 %
<u>30-800-50750</u>	POSTAGE-PKS	150.00	150.00	2.80	26.97	123.03	82.02 %
<u>30-800-51000</u>	REPAIRS AND MAINTENANCE-PKS	1,800.00	1,800.00	1,257.50	1,792.93	7.07	0.39 %
<u>30-800-52000</u>	SUPPLIES SMALL EQUIPMENT-PKS	7,800.00	5,000.00	897.40	2,624.02	2,375.98	47.52 %
<u>30-800-55200</u>	ADVERTISING-PKS	2,700.00	2,700.00	167.15	2,052.40	647.60	23.99 %
<u>30-800-55400</u>	AUDIT EXPENSE-PKS	500.00	500.00	0.00	500.00	0.00	0.00 %
<u>30-800-55500</u>	BANK/CREDIT CARD FEES-PKS	2,727.00	2,600.00	0.00	2,350.39	249.61	9.60 %
<u>30-800-55600</u>	CONTRACT LABOR-PKS	350.00	350.00	0.00	0.00	350.00	100.00 %
<u>30-800-55800</u>	DUES AND SUBSCRIPTIONS-PKS	3,000.00	3,000.00	0.00	1,746.00	1,254.00	41.80 %
<u>30-800-55850</u>	EQUIPMENT RENTAL-PKS	2,100.00	2,100.00	68.28	1,432.45	667.55	31.79 %
<u>30-800-56000</u>	INSURANCE-PKS	33,000.00	33,000.00	0.00	24,147.44	8,852.56	26.83 %
<u>30-800-56200</u>	LEGAL-PKS	1,000.00	1,000.00	0.00	883.00	117.00	11.70 %

Yearly Progress

For Fiscal: 2019 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>30-800-56400</u>	PROFESSIONAL-PKS	6,000.00	6,000.00	259.20	5,396.35	603.65	10.06 %
<u>30-800-56450</u>	CONTRACT SERVICES/SECURITY-PK	500.00	500.00	0.00	450.00	50.00	10.00 %
<u>30-800-56500</u>	SAFETY PROGRAM-PKS	1,450.00	1,450.00	70.00	757.14	692.86	47.78 %
<u>30-800-56900</u>	TRAVEL EXPENSE-PKS	2,450.00	2,450.00	0.00	1,095.68	1,354.32	55.28 %
<u>30-800-56950</u>	TRAINING & EDUCATION-PKS	2,800.00	3,100.00	0.00	3,052.00	48.00	1.55 %
<u>30-800-57400</u>	EQUIPMENT/SOFTWARE CONTRAC	10,000.00	10,000.00	706.68	8,821.05	1,178.95	11.79 %
<u>30-800-61000</u>	TELEPHONE-PKS	3,750.00	3,900.00	263.73	2,757.73	1,142.27	29.29 %
<u>30-800-61050</u>	INTERNET-PARKS	4,700.00	5,700.00	379.02	4,726.39	973.61	17.08 %
<u>30-800-62000</u>	UTILITIES ELECTRIC-PKS	45,450.00	45,450.00	6,226.07	36,487.48	8,962.52	19.72 %
<u>30-800-62100</u>	UTILITIES GAS PKS	5,050.00	5,050.00	96.36	3,840.79	1,209.21	23.94 %
<u>30-800-62300</u>	UTILITIES OTHER-PKS	4,040.00	4,040.00	252.36	2,271.24	1,768.76	43.78 %
<u>30-800-70000</u>	VEHICLE EXPENSE FUEL-PKS	5,050.00	5,050.00	333.72	4,269.07	780.93	15.46 %
<u>30-800-70100</u>	EQUIPMENT FUEL-PKS	5,555.00	5,555.00	943.76	3,422.84	2,132.16	38.38 %
<u>30-800-71000</u>	VEHICLE EXPENSE OTHER-PKS	2,500.00	2,500.00	496.11	1,652.13	847.87	33.91 %
<u>30-800-71100</u>	EQUIP REPAIRS/MAINT-PKS	5,500.00	5,500.00	1,852.87	4,762.36	737.64	13.41 %
<u>30-800-90000</u>	SALARIES-PKS	232,512.86	186,390.12	6,807.97	132,757.25	53,632.87	28.77 %
<u>30-800-90500</u>	SALARIES OVERTIME-PKS	300.00	300.00	0.00	446.26	-146.26	-48.75 %
<u>30-800-91000</u>	SALARIES SEASONAL-PKS	186,500.00	186,500.00	1,977.53	204,416.70	-17,916.70	-9.61 %
<u>30-800-91500</u>	PAYROLL TAXES-PKS	33,545.03	29,855.21	660.81	25,611.77	4,243.44	14.21 %
<u>30-800-92000</u>	RETIREMENT-PKS	16,519.88	13,279.21	483.31	8,571.95	4,707.26	35.45 %
<u>30-800-92500</u>	UNIFORMS-PKS	1,500.00	1,500.00	160.60	1,294.53	205.47	13.70 %
<u>30-800-93000</u>	GROUP INSURANCE-PKS	49,090.90	47,588.14	1,846.09	35,274.15	12,313.99	25.88 %
<u>30-800-95100</u>	CAPITAL ASSET EXP-PKS	18,000.00	18,000.00	0.00	9,868.49	8,131.51	45.18 %
<u>30-800-95500</u>	CAPITAL ASSET EXP EQUIPMENT-PK	15,000.00	15,000.00	0.00	4,295.00	10,705.00	71.37 %
<u>30-800-96000</u>	PRINCIPAL EXPENSE-PKS	195,000.00	195,000.00	0.00	195,000.00	0.00	0.00 %
<u>30-800-96200</u>	INTEREST EXPENSE-PKS	107,000.00	107,000.00	0.00	54,563.43	52,436.57	49.01 %
<u>30-800-96400</u>	FISCAL AGENT FEES	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00 %
	Expense Total:	1,134,890.67	1,082,607.68	33,301.90	890,520.55	192,087.13	17.74 %
	Fund: 30 - PARKS FUND Surplus (Deficit):	61.83	2,192.32	31,645.20	-10,426.48	-12,618.80	575.59 %
	Report Surplus (Deficit):	61.83	2,192.32	31,645.20	-10,426.48	-12,618.80	575.59 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
Fund: 30 - PARKS FUND						
Revenue	1,134,952.50	1,084,800.00	64,947.10	880,094.07	-204,705.93	18.87 %
Expense	1,134,890.67	1,082,607.68	33,301.90	890,520.55	192,087.13	17.74 %
Fund: 30 - PARKS FUND Surplus (Deficit):	61.83	2,192.32	31,645.20	-10,426.48	-12,618.80	575.59 %
Report Surplus (Deficit):	61.83	2,192.32	31,645.20	-10,426.48	-12,618.80	575.59 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
30 - PARKS FUND	61.83	2,192.32	31,645.20	-10,426.48	-12,618.80
Report Surplus (Deficit):	61.83	2,192.32	31,645.20	-10,426.48	-12,618.80

2019 Doggy Dive Revenue Report

		Unit Price		Revenue
Advertising				
Sponsorships	7			\$ 1,300.00
Booth Sales				
Single Space	4	25.00		\$ 100.00
Double Space	1	20.00		\$ 20.00
110 Electric	1	15.00		\$ 15.00
Attendance				
Admission	58	5.00		\$ 290.00
Raffle	3	5.00		\$ 15.00
Gross Revenue				\$ 1,740.00
Expenses				
Chemicals				\$ 586.00*
Staffing				\$ 81.00
Advertising				\$ 30.00
Total Expense				\$ 111.00
Total Revenue				\$ 1,629.00

*Last week of pool maintenance to keep water safe after pump failure-future events should not incur this cost.

WAC Revenue 2019

Total Revenue

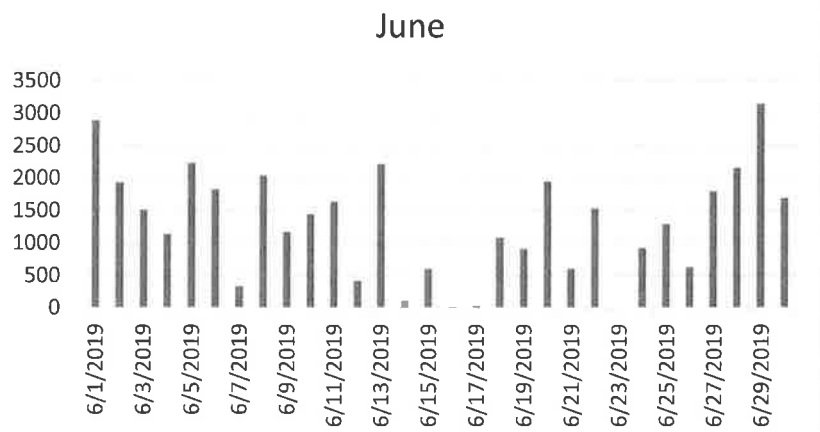
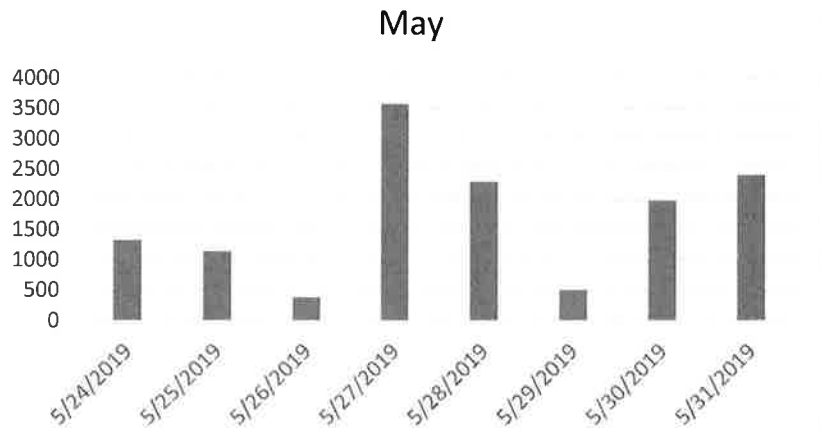
5/24/2019	1334.25
5/25/2019	1151.2
5/26/2019	390.25
5/27/2019	3581.6
5/28/2019	2295.3
5/29/2019	506.4
5/30/2019	1982.3
5/31/2019	2407.65

May Total 13648.95

6/1/2019	2887.9
6/2/2019	1934.7
6/3/2019	1508.5
6/4/2019	1136.1
6/5/2019	2236.1
6/6/2019	1827.48
6/7/2019	335.7
6/8/2019	2042.15
6/9/2019	1172.37
6/10/2019	1446.15
6/11/2019	1638.99
6/12/2019	416.25
6/13/2019	2221.75
6/14/2019	121
6/15/2019	604.25
6/16/2019	20
6/17/2019	41
6/18/2019	1083.45
6/19/2019	911.25
6/20/2019	1948.85
6/21/2019	602.2
6/22/2019	1534
6/23/2019	0
6/24/2019	919
6/25/2019	1292.5
6/26/2019	629.25
6/27/2019	1796.2
6/28/2019	2161.3
6/29/2019	3148.45
6/30/2019	1693.75

June Total 39310.59

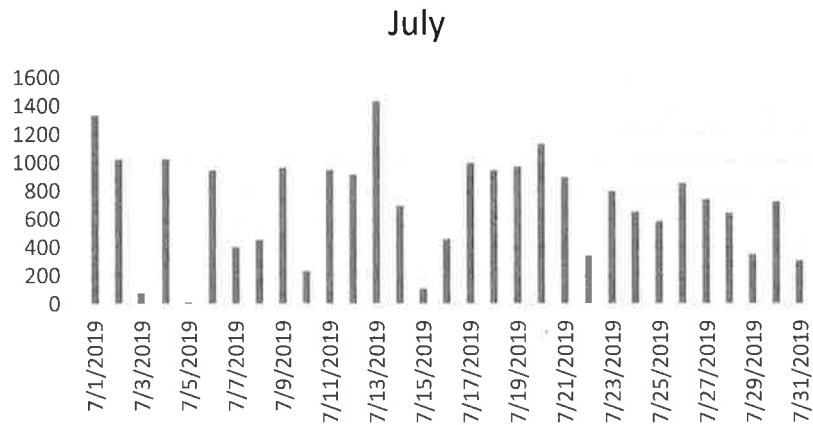
7/1/2019	1337.75
7/2/2019	1024.5
7/3/2019	82.5
7/4/2019	1028



7/5/2019	17.4
7/6/2019	947
7/7/2019	402
7/8/2019	455.5
7/9/2019	965.76
7/10/2019	234.15
7/11/2019	949.45
7/12/2019	916.34
7/13/2019	1436
7/14/2019	695.75
7/15/2019	109
7/16/2019	460.95
7/17/2019	997
7/18/2019	946.55
7/19/2019	973
7/20/2019	1133.52
7/21/2019	896.25
7/22/2019	343.8
7/23/2019	797.5
7/24/2019	652.09
7/25/2019	586.4
7/26/2019	856.5
7/27/2019	740
7/28/2019	642.75
7/29/2019	353
7/30/2019	724.75
7/31/2019	307

July Total 22012.16

8/1/2019	953.25
8/2/2019	410.8
8/3/2019	922.5
8/4/2019	545.5
8/5/2019	685.5
8/6/2019	657
8/7/2019	22.25
8/8/2019	2
8/9/2019	320.85
8/10/2019	847.75
8/11/2019	144
8/12/2019	812.5
8/13/2019	595.56
8/14/2019	664.5
8/15/2019	1026
8/16/2019	270
8/17/2019	
8/18/2019	
8/19/2019	



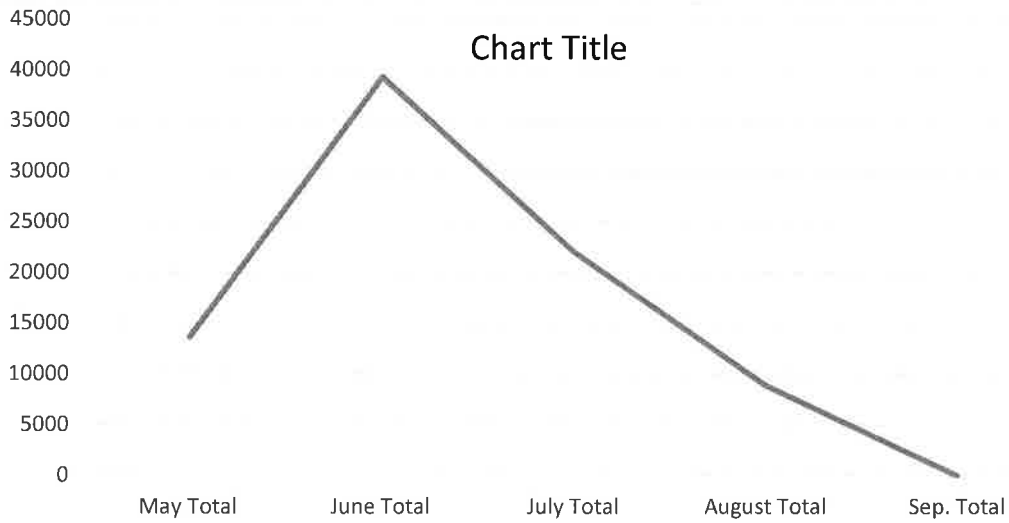
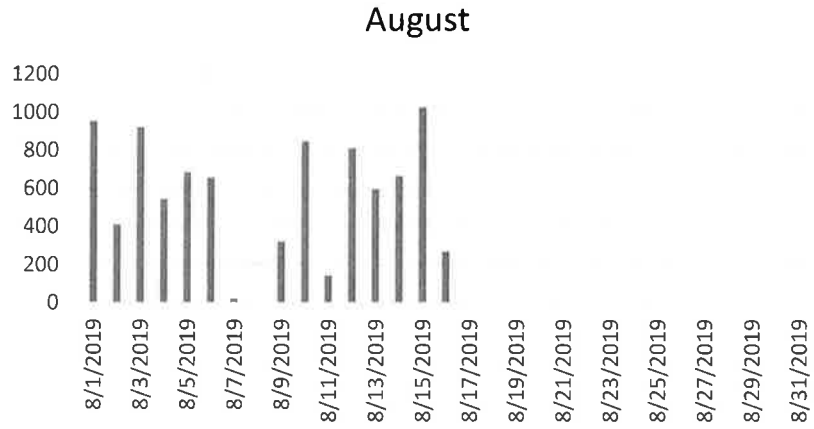
8/20/2019	
8/21/2019	
8/22/2019	
8/23/2019	
8/24/2019	
8/25/2019	
8/26/2019	
8/27/2019	
8/28/2019	
8/29/2019	
8/30/2019	
8/31/2019	

August Total 8879.96

9/1/2019	
9/2/2019	
9/3/2019	
9/4/2019	
9/5/2019	
9/6/2019	
9/7/2019	

Sep. Total 0

Overall Total 83851.7



Freedom Fest Report

			Revenue
Booth Sales	90	40	\$ 3,600.00
Add ons			\$ -
Double Space	20	25	\$ 500.00
Triple Space	7	45	\$ 315.00
Standard Electricity	18	15	\$ 270.00
High Amp	3	20	\$ 60.00
Food Vendor	13	25	\$ 325.00
Bounce House (Scholarship Fund)			\$ 1,806.00
Sponsorships*	≈		\$ 11,000.00
			\$ -
Gross Revenue			<u>\$ 17,876.00</u>

*Software does not track properly, this is total advertising revenue for period, minus gym sign rentals. Is likely not 100% accurate

Expenses	
Fireworks	\$ (9,056.55)
Website	\$ (19.95)
Electrical Supplies	\$ (716.45)
Advertising	\$ (674.29)
Stage	\$ (600.00)
Portable toilets	\$ (1,040.00)
Bounce Houses	\$ 1,995.00
Band	<u>\$ (2,500.00)</u>
Total expense	<u>\$ (12,612.24)</u>
Total Revenue	\$ 5,263.76

Updated 8/30 to include bounce house cost/revenue

AGENDA ITEM #6

Director's Report

Department Tasks

Budget planning-

As previously mentioned, this process is continuing and there are not many updates in this area. One place where we may be able to trim our budget slightly is in the payroll area. Our We have started with using seasonal staff in a trial run, so far it has been well received and successful. The current pay rate is similar to the full time sports position, but no benefits are required. Currently Sydney Stuart is managing soccer, Riley Woods is managing Volleyball, and Sydney has agreed to take on additional duties moving forward. I think she will be a good fit based on her history with the department and her familiarity with the community.

2020: As the salaries for seasonal employees are increasing by a rate of about 10% annually, I am trying to determine how that affects program fees. I have reached out to the other area parks to see how they are handling it.

Event/Program Planning and Recap

We will be hosting a "Daddy Daughter Dance" on Saturday September 28th. There are currently 22 couples registered. Food will be provided and is sponsored by Murfin's Market.

Our Doggie Dive was September 7th. It was highly promoted as a more dog centric vendor event than it has been in the past. We have received several sponsors and donors for the event. A detailed report is included.

Fall Soccer and Volleyball has started. Volleyball numbers are pretty consistent with the norm; however, soccer is significantly lower.

2019 Capital Improvement Projects

Repair of the Pole barn has been completed to a point that will keep it dry inside. We still have to purchase fascia and trim for finish out the project. We have moved away from adding on to the pole barn and have begun construction of a new shed for the baseball storage building. After pricing out prebuilt models, compared to materials and labor, we determined it would be more cost efficient to build it ourselves.

Maintenance

As we are reaching the final quarter of our budget year, we are trying to rein in spending on non-essential repairs. That said, we had to replace the sewage grinder pump at the Rec Center. This will put the building maintenance budget well over, and a budget amendment will have to be made. All told, we have been able to complete fewer building upgrades this year than I had hoped due to the water heater and now the sewage grinder, but that is one of the downsides to an aging facility.

Upcoming Programs / Events

Tumbling Toddlers- Update: Registration was so large we had to add another class
School's Out Days-Registering soon

Boo Bash (October 18)

Haunted House (October 25-26)

Programs

Youth dance has added extra classes to the schedule for the fall, including an "Adult Tap" class.

As mentioned, I have looked at our fitness class pay structure. I need to discuss with the instructors, and then I will be good to go for next year.

Fitness: We have added a class called "High Fitness". They meet Monday and Thursday mornings. Attendance is very strong.

AGENDA ITEM #7

New Business

AGENDA ITEM #8

Unfinished Business

AGENDA ITEM #9+

Adjourn