

MEETING AGENDA AND PACKET

**PARK BOARD
Regular Meeting**

**January 28th, 2021
7:00 PM-Willard City Hall
224 W. Jackson Street**

PARK BOARD MEMBERS

Blaine Kennard, President
Valorie Simpson, Vice-President
Fred Burk
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
January 28, 2021
7:00 P.M.**

Notice posted on January 25, 2021.

Notice is hereby given that the City of Willard Park Board will conduct a meeting at 7:00 p.m., January 28th, 2021 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 December 17th
4. Citizen's Input (5-minute limit)
5. Officer Elections
6. Financial Statements
7. Director's Report
8. New Business
9. Unfinished Business
10. 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

AGENDA ITEM #4

Citizens Input

AGENDA ITEM #5

Financial Statements: See Attached



City of Willard, MO

Yearly Progress Account Summary

For Fiscal: 2020 Period Ending: 12/31/2020

		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)	25,000.00	17,400.00	0.00	18,325.00	925.00	105.32 %
<u>30-800-40400</u>	CONCESSION INCOME	40,000.00	11,000.00	0.00	10,537.17	-462.83	4.21 %
<u>30-800-40600</u>	FACILITY INCOME	28,000.00	28,000.00	0.00	35,075.09	7,075.09	125.27 %
<u>30-800-40800</u>	MISCELLANEOUS INCOME-PKS	1,500.00	1,500.00	0.00	1,219.12	-280.88	18.73 %
<u>30-800-40900</u>	PARK FEES-PKS	2,500.00	6,500.00	0.00	7,000.00	500.00	107.69 %
<u>30-800-40950</u>	SWIM POOL INCOME	75,000.00	32,800.00	0.00	32,813.08	13.08	100.04 %
<u>30-800-41300</u>	FRANCHISE MOBILE PHONE TOWER	13,567.50	13,567.50	0.00	14,255.89	688.39	105.07 %
<u>30-800-43000</u>	INTEREST INCOME-PKS	1,000.00	1,200.00	0.00	1,034.00	-166.00	13.83 %
<u>30-800-45300</u>	TAX REAL ESTATE-PKS	60,300.00	60,300.00	0.00	57,225.48	-3,074.52	5.10 %
<u>30-800-45400</u>	TAX SALES & USE REVENUES-PKS	240,000.00	250,000.00	0.00	290,738.49	40,738.49	116.30 %
<u>30-800-45500</u>	TAX SALES CAP IMP-PKS	240,000.00	250,000.00	0.00	268,387.34	18,387.34	107.35 %
<u>30-800-46000</u>	TRANSFER FROM GCG	255,000.00	150,000.00	0.00	100,000.00	-50,000.00	33.33 %
<u>30-800-46500</u>	TRANSFER IN PARKS	10,000.00	20,000.00	0.00	0.00	-20,000.00	100.00 %
<u>30-800-47000</u>	ADULT PROGRAMS-PKS	9,000.00	1,600.00	0.00	1,792.00	192.00	112.00 %
<u>30-800-47100</u>	YOUTH PROGRAMS-PKS	2,500.00	700.00	0.00	1,090.00	390.00	155.71 %
<u>30-800-47200</u>	YOUTH CAMP-PKS	80,000.00	2,500.00	0.00	2,632.50	132.50	105.30 %
<u>30-800-47300</u>	YOUTH SPORTS-PKS	60,000.00	7,500.00	0.00	7,456.42	-43.58	0.58 %
<u>30-800-48000</u>	FREEDOM FEST INCOME	3,500.00	50.00	0.00	0.00	-50.00	100.00 %
<u>30-800-48100</u>	SPECIAL EVENT INCOME	10,000.00	2,700.00	0.00	2,905.00	205.00	107.59 %
<u>30-800-48200</u>	SHIRT INCOME	900.00	325.00	0.00	323.09	-1.91	0.59 %
<u>30-800-49000</u>	CAPITAL ASSET SALES-PKS	0.00	28,600.00	0.00	28,606.00	6.00	100.02 %
	Revenue Total:	1,157,767.50	886,242.50	0.00	881,415.67	-4,826.83	0.54 %
Expense							
<u>30-800-50000</u>	CHEMICALS-PKS	12,000.00	9,000.00	0.00	8,997.66	2.34	0.03 %
<u>30-800-50110</u>	SUPPLIES - GROUNDS	450.00	100.00	0.00	100.00	0.00	0.00 %
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	1,500.00	1,000.00	0.00	1,025.78	-25.78	-2.58 %
<u>30-800-50140</u>	SUPPLIES-AQUATIC	7,035.00	5,100.00	0.00	5,079.74	20.26	0.40 %
<u>30-800-50150</u>	SUPPLIES-SPORTS SHIRTS (PARKS)	12,060.00	1,000.00	0.00	1,346.40	-346.40	-34.64 %
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS	5,025.00	5,500.00	0.00	5,495.35	4.65	0.08 %
<u>30-800-50175</u>	SUPPLIES YOUTH PROGRAM-PKS	1,000.00	100.00	0.00	251.52	-151.52	-151.52 %
<u>30-800-50177</u>	SUPPLIES-YOUTH CAMP	9,000.00	1,000.00	0.00	849.79	150.21	15.02 %
<u>30-800-50180</u>	SUPPLIES SPORTS-PKS	9,000.00	1,000.00	0.00	1,011.49	-11.49	-1.15 %
<u>30-800-50190</u>	TREE CITY USA-PKS	8,500.00	8,500.00	0.00	520.33	7,979.67	93.88 %
<u>30-800-50200</u>	CONCESSIONS-PKS	20,000.00	5,000.00	0.00	4,400.07	599.93	12.00 %
<u>30-800-50210</u>	TURF MAINTENANCE-PKS	2,500.00	1,500.00	0.00	567.58	932.42	62.16 %
<u>30-800-50450</u>	FREEDOM FEST EXPENSE	15,000.00	3,100.00	0.00	3,020.00	80.00	2.58 %
<u>30-800-50500</u>	BUILDING MAINTENANCE-PKS	7,500.00	7,500.00	0.00	7,058.75	441.25	5.88 %
<u>30-800-50550</u>	CUSTODIAL SUPPLIES-PKS	5,000.00	4,000.00	0.00	3,728.17	271.83	6.80 %
<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	500.00	0.00	356.31	143.69	28.74 %
<u>30-800-50750</u>	POSTAGE-PKS	150.00	100.00	0.00	38.10	61.90	61.90 %
<u>30-800-51000</u>	REPAIRS AND MAINTENANCE-PKS	2,010.00	2,010.00	0.00	1,995.83	14.17	0.70 %
<u>30-800-52000</u>	SUPPLIES SMALL EQUIPMENT-PKS	5,025.00	3,000.00	0.00	3,173.14	-173.14	-5.77 %
<u>30-800-55200</u>	ADVERTISING-PKS	2,713.50	1,500.00	0.00	1,091.51	408.49	27.23 %
<u>30-800-55400</u>	AUDIT EXPENSE-PKS	502.50	503.00	0.00	502.50	0.50	0.10 %
<u>30-800-55500</u>	BANK/CREDIT CARD FEES-PKS	3,015.00	600.00	0.00	600.00	0.00	0.00 %
<u>30-800-55600</u>	CONTRACT LABOR-PKS	350.00	2,000.00	0.00	1,731.36	268.64	13.43 %
<u>30-800-55800</u>	DUES AND SUBSCRIPTIONS-PKS	3,000.00	2,500.00	0.00	1,966.56	533.44	21.34 %
<u>30-800-55850</u>	EQUIPMENT RENTAL-PKS	1,650.00	1,000.00	0.00	819.36	180.64	18.06 %
<u>30-800-56000</u>	INSURANCE-PKS	34,650.00	34,650.00	0.00	34,660.47	-10.47	-0.03 %

Yearly Progress

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>30-800-56200</u>	LEGAL-PKS	1,000.00	1,000.00	0.00	847.00	153.00	15.30 %
<u>30-800-56400</u>	PROFESSIONAL-PKS	5,000.00	3,000.00	0.00	3,027.85	-27.85	-0.93 %
<u>30-800-56450</u>	CONTRACT SERVICES/SECURITY-PKS	600.00	600.00	0.00	602.25	-2.25	-0.38 %
<u>30-800-56500</u>	SAFETY PROGRAM-PKS	1,450.00	1,600.00	0.00	1,070.76	529.24	33.08 %
<u>30-800-56900</u>	TRAVEL EXPENSE-PKS	2,000.00	1,000.00	0.00	974.77	25.23	2.52 %
<u>30-800-56950</u>	TRAINING & EDUCATION-PKS	3,200.00	1,200.00	0.00	1,125.00	75.00	6.25 %
<u>30-800-57400</u>	EQUIPMENT/SOFTWARE CONTRACTS...	10,550.00	11,000.00	0.00	10,581.82	418.18	3.80 %
<u>30-800-61000</u>	TELEPHONE-PKS	3,750.00	3,200.00	0.00	3,118.82	81.18	2.54 %
<u>30-800-61050</u>	INTERNET-PARKS	4,200.00	4,560.00	0.00	4,548.27	11.73	0.26 %
<u>30-800-62000</u>	UTILITIES ELECTRIC-PKS	48,240.00	35,000.00	0.00	32,731.32	2,268.68	6.48 %
<u>30-800-62100</u>	UTILITIES GAS PKS	5,075.25	4,500.00	0.00	4,363.84	136.16	3.03 %
<u>30-800-62300</u>	UTILITIES OTHER-PKS	3,115.50	3,400.00	0.00	3,314.20	85.80	2.52 %
<u>30-800-70000</u>	VEHICLE EXPENSE FUEL-PKS	5,075.25	4,000.00	0.00	2,866.85	1,133.15	28.33 %
<u>30-800-70100</u>	EQUIPMENT FUEL-PKS	5,500.00	2,000.00	0.00	1,221.93	778.07	38.90 %
<u>30-800-71000</u>	VEHICLE REPAIR & MAINT-PKS	2,512.50	1,500.00	0.00	840.51	659.49	43.97 %
<u>30-800-71100</u>	EQUIPMENT REPAIR & MAINT-PKS	5,527.50	5,000.00	0.00	4,027.32	972.68	19.45 %
<u>30-800-90000</u>	SALARIES-PKS	185,451.93	184,216.22	0.00	180,546.20	3,670.02	1.99 %
<u>30-800-90500</u>	SALARIES OVERTIME-PKS	500.00	500.00	0.00	635.87	-135.87	-27.17 %
<u>30-800-91000</u>	SALARIES SEASONAL-PKS	260,000.00	100,000.00	0.00	74,416.59	25,583.41	25.58 %
<u>30-800-91500</u>	PAYROLL TAXES-PKS	35,676.15	22,777.30	0.00	19,295.62	3,481.68	15.29 %
<u>30-800-92000</u>	RETIREMENT-PKS	13,760.44	13,760.44	0.00	12,641.79	1,118.65	8.13 %
<u>30-800-92500</u>	UNIFORMS-PKS	1,500.00	500.00	0.00	721.81	-221.81	-44.36 %
<u>30-800-93000</u>	GROUP INSURANCE-PKS	50,288.75	50,288.75	0.00	50,802.51	-513.76	-1.02 %
<u>30-800-95100</u>	CAPITAL ASSET EXP-PKS	17,000.00	17,000.00	0.00	16,010.58	989.42	5.82 %
<u>30-800-95500</u>	CAPITAL ASSET EXP EQUIPMENT-PKS	19,000.00	3,885.00	0.00	3,881.94	3.06	0.08 %
<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	101,000.00	101,000.00	0.00	100,369.88	630.12	0.62 %
<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:	1,157,209.27	874,850.71	0.00	821,473.07	53,377.64	6.10 %
	Fund: 30 - PARKS FUND Surplus (Deficit):	558.23	11,391.79	0.00	59,942.60	48,550.81	-426.19 %
	Report Surplus (Deficit):	558.23	11,391.79	0.00	59,942.60	48,550.81	-426.19 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 30 - PARKS FUND						
Revenue	1,157,767.50	886,242.50	0.00	881,415.67	-4,826.83	0.54 %
Expense	1,157,209.27	874,850.71	0.00	821,473.07	53,377.64	6.10 %
Fund: 30 - PARKS FUND Surplus (Deficit):	558.23	11,391.79	0.00	59,942.60	48,550.81	-426.19 %
Report Surplus (Deficit):	558.23	11,391.79	0.00	59,942.60	48,550.81	-426.19 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
30 - PARKS FUND	558.23	11,391.79	0.00	59,942.60	48,550.81
Report Surplus (Deficit):	558.23	11,391.79	0.00	59,942.60	48,550.81



City of Willard, MO

Yearly Progress Account Summary

For Fiscal: 2021 Period Ending: 01/31/2021

	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)	25,000.00	25,000.00	0.00	0.00	-25,000.00 100.00 %
<u>30-800-40400</u>	CONCESSION INCOME	30,000.00	30,000.00	0.00	0.00	-30,000.00 100.00 %
<u>30-800-40600</u>	FACILITY INCOME	45,000.00	45,000.00	1,602.25	1,602.25	-43,397.75 96.44 %
<u>30-800-40800</u>	MISCELLANEOUS INCOME-PKS	1,500.00	1,500.00	200.00	200.00	-1,300.00 86.67 %
<u>30-800-40900</u>	PARK FEES-PKS	15,000.00	15,000.00	750.00	750.00	-14,250.00 95.00 %
<u>30-800-40950</u>	SWIM POOL INCOME	75,000.00	75,000.00	0.00	0.00	-75,000.00 100.00 %
<u>30-800-41300</u>	FRANCHISE MOBILE PHONE TOWER	13,635.34	13,635.34	0.00	0.00	-13,635.34 100.00 %
<u>30-800-43000</u>	INTEREST INCOME-PKS	1,206.00	1,206.00	0.00	0.00	-1,206.00 100.00 %
<u>30-800-45300</u>	TAX REAL ESTATE-PKS	60,601.50	60,601.50	0.00	0.00	-60,601.50 100.00 %
<u>30-800-45400</u>	TAX SALES & USE REVENUES-PKS	250,000.00	250,000.00	0.00	0.00	-250,000.00 100.00 %
<u>30-800-45500</u>	TAX SALES CAP IMP-PKS	250,000.00	250,000.00	0.00	0.00	-250,000.00 100.00 %
<u>30-800-46000</u>	TRANSFER FROM GCG	220,000.00	220,000.00	0.00	0.00	-220,000.00 100.00 %
<u>30-800-46500</u>	TRANSFER IN PARKS	5,000.00	5,000.00	0.00	0.00	-5,000.00 100.00 %
<u>30-800-47000</u>	ADULT PROGRAMS-PKS	9,000.00	9,000.00	0.00	0.00	-9,000.00 100.00 %
<u>30-800-47100</u>	YOUTH PROGRAMS-PKS	2,500.00	2,500.00	0.00	0.00	-2,500.00 100.00 %
<u>30-800-47200</u>	YOUTH CAMP-PKS	90,000.00	90,000.00	0.00	0.00	-90,000.00 100.00 %
<u>30-800-47300</u>	YOUTH SPORTS-PKS	45,000.00	45,000.00	0.00	0.00	-45,000.00 100.00 %
<u>30-800-48000</u>	FREEDOM FEST INCOME	3,500.00	3,500.00	0.00	0.00	-3,500.00 100.00 %
<u>30-800-48100</u>	SPECIAL EVENT INCOME	10,000.00	10,000.00	0.00	0.00	-10,000.00 100.00 %
<u>30-800-48200</u>	SHIRT INCOME	600.00	600.00	0.00	0.00	-600.00 100.00 %
	Revenue Total:	1,152,542.84	1,152,542.84	2,552.25	2,552.25	-1,149,990.59 99.78 %
Expense						
<u>30-800-50000</u>	CHEMICALS-PKS	10,000.00	10,000.00	0.00	0.00	10,000.00 100.00 %
<u>30-800-50110</u>	SUPPLIES - GROUNDS	400.00	400.00	0.00	0.00	400.00 100.00 %
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	1,500.00	1,500.00	40.00	40.00	1,460.00 97.33 %
<u>30-800-50140</u>	SUPPLIES-AQUATIC	7,000.00	7,000.00	0.00	0.00	7,000.00 100.00 %
<u>30-800-50150</u>	SUPPLIES-SPORTS SHIRTS (PARKS)	10,000.00	10,000.00	0.00	0.00	10,000.00 100.00 %
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS	5,500.00	5,500.00	0.00	0.00	5,500.00 100.00 %
<u>30-800-50175</u>	SUPPLIES YOUTH PROGRAM-PKS	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %
<u>30-800-50177</u>	SUPPLIES-YOUTH CAMP	9,000.00	9,000.00	0.00	0.00	9,000.00 100.00 %
<u>30-800-50180</u>	SUPPLIES SPORTS-PKS	9,000.00	9,000.00	0.00	0.00	9,000.00 100.00 %
<u>30-800-50190</u>	TREE CITY USA-PKS	8,500.00	8,500.00	0.00	0.00	8,500.00 100.00 %
<u>30-800-50200</u>	CONCESSIONS-PKS	14,000.00	14,000.00	0.00	0.00	14,000.00 100.00 %
<u>30-800-50210</u>	TURF MAINTENANCE-PKS	4,500.00	4,500.00	0.00	0.00	4,500.00 100.00 %
<u>30-800-50450</u>	FREEDOM FEST EXPENSE	15,000.00	15,000.00	0.00	0.00	15,000.00 100.00 %
<u>30-800-50500</u>	BUILDING MAINTENANCE-PKS	7,500.00	7,500.00	0.00	0.00	7,500.00 100.00 %
<u>30-800-50550</u>	CUSTODIAL SUPPLIES-PKS	4,500.00	4,500.00	472.83	472.83	4,027.17 89.49 %
<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	0.00	0.00	1,000.00 100.00 %
<u>30-800-50750</u>	POSTAGE-PKS	100.00	100.00	0.50	0.50	99.50 99.50 %
<u>30-800-51000</u>	REPAIRS AND MAINTENANCE-PKS	2,020.00	2,020.00	65.47	65.47	1,954.53 96.76 %
<u>30-800-52000</u>	SUPPLIES SMALL EQUIPMENT-PKS	4,700.00	4,700.00	0.00	0.00	4,700.00 100.00 %
<u>30-800-55200</u>	ADVERTISING-PKS	2,300.00	2,300.00	0.00	0.00	2,300.00 100.00 %
<u>30-800-55400</u>	AUDIT EXPENSE-PKS	500.00	500.00	0.00	0.00	500.00 100.00 %
<u>30-800-55500</u>	BANK/CREDIT CARD FEES-PKS	100.00	100.00	0.00	0.00	100.00 100.00 %
<u>30-800-55600</u>	CONTRACT LABOR-PKS	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %
<u>30-800-55800</u>	DUES AND SUBSCRIPTIONS-PKS	2,500.00	2,500.00	483.00	483.00	2,017.00 80.68 %
<u>30-800-55850</u>	EQUIPMENT RENTAL-PKS	2,000.00	2,000.00	68.28	68.28	1,931.72 96.59 %
<u>30-800-56000</u>	INSURANCE-PKS	34,898.37	34,898.37	0.00	0.00	34,898.37 100.00 %
<u>30-800-56200</u>	LEGAL-PKS	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %

Yearly Progress

For Fiscal: 2021 Period Ending: 01/31/2021

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>30-800-56400</u>	PROFESSIONAL-PKS	5,000.00	5,000.00	272.80	272.80	4,727.20 94.54 %
<u>30-800-56450</u>	CONTRACT SERVICES/SECURITY-PKS	603.00	603.00	150.00	150.00	453.00 75.12 %
<u>30-800-56500</u>	SAFETY PROGRAM-PKS	1,500.00	1,500.00	0.00	0.00	1,500.00 100.00 %
<u>30-800-56900</u>	TRAVEL EXPENSE-PKS	2,000.00	2,000.00	0.00	0.00	2,000.00 100.00 %
<u>30-800-56950</u>	TRAINING & EDUCATION-PKS	3,500.00	3,500.00	0.00	0.00	3,500.00 100.00 %
<u>30-800-57400</u>	EQUIPMENT/SOFTWARE CONTRACTS...	11,000.00	11,000.00	1,114.18	1,114.18	9,885.82 89.87 %
<u>30-800-61000</u>	TELEPHONE-PKS	3,200.00	3,200.00	261.65	261.65	2,938.35 91.82 %
<u>30-800-61050</u>	INTERNET-PARKS	4,600.00	4,600.00	379.02	379.02	4,220.98 91.76 %
<u>30-800-62000</u>	UTILITIES ELECTRIC-PKS	48,000.00	48,000.00	0.00	0.00	48,000.00 100.00 %
<u>30-800-62100</u>	UTILITIES GAS PKS	5,000.00	5,000.00	664.53	664.53	4,335.47 86.71 %
<u>30-800-62300</u>	UTILITIES OTHER-PKS	3,600.00	3,600.00	294.35	294.35	3,305.65 91.82 %
<u>30-800-70000</u>	VEHICLE EXPENSE FUEL-PKS	5,000.00	5,000.00	85.28	85.28	4,914.72 98.29 %
<u>30-800-70100</u>	EQUIPMENT FUEL-PKS	4,000.00	4,000.00	-1.23	-1.23	4,001.23 100.03 %
<u>30-800-71000</u>	VEHICLE REPAIR & MAINT-PKS	2,000.00	2,000.00	0.00	0.00	2,000.00 100.00 %
<u>30-800-71100</u>	EQUIPMENT REPAIR & MAINT-PKS	5,000.00	5,000.00	0.00	0.00	5,000.00 100.00 %
<u>30-800-90000</u>	SALARIES-PKS	177,377.95	177,377.95	5,799.50	5,799.50	171,578.45 96.73 %
<u>30-800-90500</u>	SALARIES OVERTIME-PKS	500.00	500.00	0.24	0.24	499.76 99.95 %
<u>30-800-91000</u>	SALARIES SEASONAL-PKS	280,000.00	280,000.00	412.01	412.01	279,587.99 99.85 %
<u>30-800-91500</u>	PAYROLL TAXES-PKS	36,630.24	36,630.24	467.51	467.51	36,162.73 98.72 %
<u>30-800-92000</u>	RETIREMENT-PKS	12,558.33	12,558.33	411.83	411.83	12,146.50 96.72 %
<u>30-800-92500</u>	UNIFORMS-PKS	500.00	500.00	0.00	0.00	500.00 100.00 %
<u>30-800-93000</u>	GROUP INSURANCE-PKS	39,532.93	39,532.93	1,381.65	1,381.65	38,151.28 96.51 %
<u>30-800-95100</u>	CAPITAL ASSET EXP-PKS	17,000.00	17,000.00	0.00	0.00	17,000.00 100.00 %
<u>30-800-95500</u>	CAPITAL ASSET EXP EQUIPMENT-PKS	25,000.00	25,000.00	0.00	0.00	25,000.00 100.00 %
<u>30-800-96000</u>	PRINCIPAL EXPENSE-PKS	200,000.00	200,000.00	0.00	0.00	200,000.00 100.00 %
<u>30-800-96200</u>	INTEREST EXPENSE-PKS	95,000.00	95,000.00	0.00	0.00	95,000.00 100.00 %
<u>30-800-96400</u>	FISCAL AGENT FEES	1,500.00	1,500.00	784.24	784.24	715.76 47.72 %
	Expense Total:	1,149,220.82	1,149,220.82	13,607.64	13,607.64	1,135,613.18 98.82 %
	Fund: 30 - PARKS FUND Surplus (Deficit):	3,322.02	3,322.02	-11,055.39	-11,055.39	-14,377.41 432.79 %
	Report Surplus (Deficit):	3,322.02	3,322.02	-11,055.39	-11,055.39	-14,377.41 432.79 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 30 - PARKS FUND						
Revenue	1,152,542.84	1,152,542.84	2,552.25	2,552.25	-1,149,990.59	99.78 %
Expense	1,149,220.82	1,149,220.82	13,607.64	13,607.64	1,135,613.18	98.82 %
Fund: 30 - PARKS FUND Surplus (Deficit):	3,322.02	3,322.02	-11,055.39	-11,055.39	-14,377.41	432.79 %
Report Surplus (Deficit):	3,322.02	3,322.02	-11,055.39	-11,055.39	-14,377.41	432.79 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
30 - PARKS FUND	3,322.02	3,322.02	-11,055.39	-11,055.39	-14,377.41
Report Surplus (Deficit):	3,322.02	3,322.02	-11,055.39	-11,055.39	-14,377.41



City of Willard, MO

My Detail Report (Park Board Packet)

Account Detail

Date Range: 12/15/2020 - 12/31/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 30 - PARKS FUND				
<u>30-800-50000</u>	CHEMICALS-PKS	8,577.66	420.00	8,997.66
Post Date	Packet Number	Source Transaction	Pmt Number	Description
12/28/2020	POPKT02878	8495	44502	PH PROBE & ORP PROBE - PKS
<u>30-800-50110</u>	SUPPLIES - GROUNDS	0.00	100.00	100.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description
12/31/2020	POPKT02893	B156480	44552	LEAF BLOWER/VACUUM-PKS
<u>30-800-50150</u>	SUPPLIES-SPORTS SHIRTS (PARKS)	680.48	665.92	1,346.40
Post Date	Packet Number	Source Transaction	Pmt Number	Description
12/22/2020	POPKT02866	1729	44481	SWIM TEAM SHIRTS-PKS
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS	5,000.36	494.99	5,495.35
Post Date	Packet Number	Source Transaction	Pmt Number	Description
12/28/2020	POPKT02878	4896235	44507	AMAZON EMPLOYEE SHIRT - PKS
12/30/2020	POPKT02900	5875616		CHRISTMAS LIGHTS - PKS
12/30/2020	APPKT03075	5875616		CHRISTMAS LIGHTS - PKS
12/30/2020	APPKT03075	5875616		WINTERGREEN CORP CHRISTMAS LIGH
<u>30-800-50177</u>	SUPPLIES-YOUTH CAMP	784.29	65.50	849.79
Post Date	Packet Number	Source Transaction	Pmt Number	Description
12/30/2020	POPKT02900	1876		SHIRTS-PKS
<u>30-800-50180</u>	SUPPLIES SPORTS-PKS	798.40	213.09	1,011.49
Post Date	Packet Number	Source Transaction	Pmt Number	Description
12/22/2020	POPKT02866	1730	44481	SWIM TEAM SHIRTS-PKS

My Detail Report (Park Board Packet)

Date Range: 12/15/2020 - 12/31/2020

Account	Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance	Beginning Balance	Total Activity	Ending Balance
30-800-50500					BUILDING MAINTENANCE-PKS			6,609.00	449.75	7,058.75		
	12/28/2020	POPKT02878	8495	44502	PH PROBE & ORP PROBE - PKS	BWP100 - WALDEN CHEMICAL d/b/a BLUE		246.46	203.29			6,855.46
	12/30/2020	POPKT02900	5875616		CHRISTMAS LIGHTS - PKS	COMMGN - COMMERCE CREDIT CARD SER		203.29	-203.29			7,058.75
	12/30/2020	APPKT03075	5875616		CHRISTMAS LIGHTS - PKS	COMMGN - COMMERCE CREDIT CARD SER		203.29	203.29			6,855.46
	12/30/2020	APPKT03075	5875616		WINTERGREEN CORP CHRISTMAS LIGH	COMMGN - COMMERCE CREDIT CARD SER		203.29	203.29			7,058.75
30-800-50550					CUSTODIAL SUPPLIES-PKS			3,673.18	54.99	3,728.17		
	12/28/2020	POPKT02876	7859407	44507	AMAZON DUST MOP - PKS	COMMGN - COMMERCE CREDIT CARD SER		54.99	17.35			3,728.17
30-800-50700					OFFICE SUPPLIES-PKS			338.96	155.00	356.31		
	12/28/2020	POPKT02876	6551466	44507	AMAZON CELL PHONE CASE - PKS	COMMGN - COMMERCE CREDIT CARD SER		15.98	1.37			354.94
	12/28/2020	POPKT02878	IN349626	44490	10/20 - 11/19 COPIES - PKS	LOS200 - LAKELAND OFFICE SYSTEMS		1.37	155.00			356.31
30-800-51000					REPAIRS AND MAINTENANCE-PKS			1,840.83	155.00	1,995.83		
	12/31/2020	POPKT02893	8156480	44552	LEAF BLOWER/VACUUM-PKS	WTV100 - WILLARD HOME CENTER LLC		155.00	29.62			1,995.83
30-800-55200					ADVERTISING-PKS			1,061.89	29.62	1,091.51		
	12/28/2020	POPKT02876	120720	44507	FACEBOOK CHRISTMAS EVENT ADVERTI	COMMGN - COMMERCE CREDIT CARD SER		29.62	72.45			1,091.51
30-800-55500					BANK/CREDIT CARD FEES-PKS			527.55	72.45	600.00		
	12/31/2020	GLPKT14496	JN02135		TO RECORD BANK AND CR CARD FEES			72.45	1,615.00			600.00
30-800-56000					INSURANCE-PKS			33,045.47	17,115.00	34,660.47		
	12/31/2020	GLPKT14496	JN02140		TO DISTRIBUTE INSURANCE			17,115.00	-15,500.00			50,160.47
	12/31/2020	GLPKT14537	JN02149		TO CORRECT INSURANCE DISTRIBUTIO			-15,500.00	-420.00			34,660.47
30-800-56500					SAFETY PROGRAM-PKS			1,490.76	70.00	1,560.76		
	12/28/2020	POPKT02876	120720	44507	ALTRA AED LEASE-PKS	COMMGN - COMMERCE CREDIT CARD SER		70.00	-490.00			1,560.76
	12/31/2020	GLPKT14485	JN02121		TO MOVE ALTRA AED LEASE OVERPAYM			-490.00				1,070.76

My Detail Report (Park Board Packet)

Date Range: 12/15/2020 - 12/31/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
30-800-92000	RETIREMENT-PKS	11,628.38	1,013.41	12,641.79

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/18/2020	PYPKT00744	PYPKT00744 - 11/29/2		PYPKT00744 - 11/29/20 - 12/12/20: Pai			506.64	12,135.02
12/31/2020	PYPKT00748	PYPKT00748 - 12/13/2		PYPKT00748 - 12/13/20 - 12/26/20: Pai			506.77	12,641.79

30-800-93000 GROUP INSURANCE-PKS

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/18/2020	PYPKT00744	PYPKT00744 - 11/29/2		PYPKT00744 - 11/29/20 - 12/12/20: Pai			1,974.76	48,827.86
12/31/2020	PYPKT00748	PYPKT00748 - 12/13/2		PYPKT00748 - 12/13/20 - 12/26/20: Pai			1,974.65	50,802.51

Total Fund: 30 - PARKS FUND: Beginning Balance: 390,425.72 Total Activity: 25,507.02 Ending Balance: 415,932.74

Grand Totals: Beginning Balance: 390,425.72 Total Activity: 25,507.02 Ending Balance: 415,932.74

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
30 - PARKS FUND	390,425.72	25,507.02	415,932.74
Grand Total:	390,425.72	25,507.02	415,932.74



City of Willard, MO

My Detail Report (Park Board Packet)

Account Detail

Date Range: 01/01/2021 - 01/31/2021

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 30 - PARKS FUND				
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	0.00	40.00	40.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description
01/08/2021	POPKT02889	550347311	44520	PEST CONTROL SERVICE - ALL DEPTS
<u>30-800-50550</u>	CUSTODIAL SUPPLIES-PKS	0.00	472.83	472.83
Post Date	Packet Number	Source Transaction	Pmt Number	Description
01/19/2021	POPKT02906	604202050		PAPER TOWELS, T TISSUE, TRASH LINERS - ...
<u>30-800-50750</u>	POSTAGE-PKS	0.00	0.50	0.50
Post Date	Packet Number	Source Transaction	Pmt Number	Description
01/11/2021	POPKT02893	010821		STAMPS.COM POSTAGE - ALL DEPTS
<u>30-800-51000</u>	REPAIRS AND MAINTENANCE-PKS	0.00	65.47	65.47
Post Date	Packet Number	Source Transaction	Pmt Number	Description
01/19/2021	POPKT02906	7001505392		STONE, AGSAND - S/PKS
<u>30-800-55800</u>	DUES AND SUBSCRIPTIONS-PKS	0.00	483.00	483.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description
01/11/2021	POPKT02889	010121	44545	MUSIC LICENSING - PKS
<u>30-800-55850</u>	EQUIPMENT RENTAL-PKS	0.00	68.28	68.28
Post Date	Packet Number	Source Transaction	Pmt Number	Description
01/11/2021	POPKT02889	22304235	44523	COPIER LEASE - ALL DEPTS
<u>30-800-56400</u>	PROFESSIONAL-PKS	0.00	272.80	272.80
Post Date	Packet Number	Source Transaction	Pmt Number	Description
01/20/2021	POPKT02906	1558	44564	IT SERVICES - ALL DEPTS

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
30 - PARKS FUND	0.00	13,607.64	13,607.64
Grand Total:	0.00	13,607.64	13,607.64

Revenue By Period - GL Account Detail

Start Date: 12/23/2020 12:00 AM

End Date: 12/31/2020 11:59 PM

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

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

Regular Revenue

		DEBITS				CREDITS						
		Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other
30-800-40600 - Parks-Facility Income												
210.00	204.45	0.00	25.00	185.00	179.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210.00	204.45	0.00	25.00	185.00	179.45	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

Sales Tax

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

Details

Revenue By Period - GL Account Detail

Start Date: 12/23/2020 12:00 AM

End Date: 12/31/2020 11:59 PM

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

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

30-800-40600 - Parks-Facility Income

	DEBITS										CREDITS		
	Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other
Reservation	210.00	204.45	0.00	25.00	185.00	179.45	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00
Pavilion - Large	15.00	14.55	0.00	0.00	15.00	14.55	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00
REC - Small Gym (5 day lead required or booking)	195.00	189.90	0.00	25.00	170.00	164.90	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00

Revenue By Period - GL Account Detail

Start Date: 1/1/2021 12:00 AM

End Date: 1/31/2021 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	125.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.00	0.00	0.00
30-800-40600 - Parks-Facility Income	1,390.00	1,351.75	25.00	90.00	1,275.00	1,236.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-40800 - Miscellaneous	125.00	125.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-40950 - Parks-Aquatics Income	350.00	350.00	0.00	350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-47000 - Parks-Adult Programs	115.00	115.00	115.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-48100 - Parks-Special Event	75.00	75.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	2,180.00	2,141.75	340.00	440.00	1,275.00	1,236.75	0.00	0.00	\$0.00	0.00	125.00	0.00	0.00

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

Sales Tax

Revenue By Period - GL Account Detail

Start Date: 1/1/2021 12:00 AM

End Date: 1/31/2021 11:59 PM

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

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

		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	0.00		0.00		

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

Details

000 - Household Credit Account

Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	DEBITS						CREDITS		
						ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other		
125.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.00	\$0.00	0.00
125.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.00	\$0.00	0.00

-III-

Revenue By Period - GL Account Detail

Start Date: 1/1/2021 12:00 AM

End Date: 1/31/2021 11:59 PM

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

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

30-800-40600 - Parks-Facility Income

	DEBITS										CREDITS		
	Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Returns	Other
Reservation	1,390.00	1,351.75	25.00	90.00	1,275.00	1,236.75	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00
Community Building	500.00	485.00	0.00	0.00	500.00	485.00	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00
REC - Big Gym (5 day lead required for booking)	345.00	337.35	0.00	90.00	255.00	247.35	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00
REC - Small Gym (5 day lead required for booking)	545.00	529.40	25.00	0.00	520.00	504.40	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00

30-800-40800 - Miscellaneous

	DEBITS										CREDITS		
	Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Returns	Other
Other	125.00	125.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00
Other	125.00	125.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00

AGENDA ITEM #6

Director's Report

Department Tasks

Quote of the Month: "For a true writer, each book should be a new beginning where he tries again for something that is beyond attainment. He should always try for something that has never been done or that others have tried and failed. Then sometimes, with great luck, he will succeed." Ernest Hemingway

Budget

With a new year, I am excited again to continue improving all aspects of the Parks Department. Some of the things that will see focus this year from a budget perspective include small projects to improve efficiency such as motion sensing lights in restrooms, sourcing less expensive custodial supplies where available, and reducing seasonal labor costs through more efficient scheduling. Additionally, I would like to see revenue improve. We are again focusing on re-engaging local sports teams and clubs, improving the marketing our summer camps, and seeking out new programs that will have a low overhead to reach markets that are currently untapped (enrichment, education, art, cultural, etc). I expect to be more successful meeting these goals in 2021.

Event/Program Planning and Recap

We are working on an adult pickleball league (low spectatorship) for the first quarter of 2021. We currently anticipate offering outdoor soccer in the spring, but we are not planning to offer indoor volleyball at current juncture. We have began taking registrations for Freedom Fest and are working on a scaled and safe reopening plan for the Rec, even if it is not a full scaled opening. I anticipate this timeline to be around February 1. I feel this should mitigate infection risk somewhat vs an early January opening.

Maintenance

We are currently hiring for the open maintenance position. Maintenance has been working on light removal at the trailhead, tree damage cleanup, and prioritizing efficient work spaces. I am working with Ray and some community volunteers to help improve the Recycling Center hours of operation, site cleanliness, and to provide the public with a convenient way to protect the environment.

Donation

NewTek Energy LLC (a local start-up) has generously donated roughly \$25,000-\$28,000 worth of equipment to the Parks Department. These upgrades will be among the first ever built and installed, anywhere in the United States! They chose us due to their roots in Willard, and their pride in the community. We will essentially serve as a national test and demonstration site for their products-bringing parks professionals and others from all over the country to Willard Parks to check them out.

Park Board

I have recruited Stephanie Polites to potentially fill one of the 2 openings on the Park Board for community members who reside within city limits. She will be joining us on Thursday to decide if she would like to join us. 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

AGENDA ITEM #8

Unfinished Business

AGENDA ITEM #9

Adjourn