

# MEETING AGENDA AND PACKET

**PARK BOARD  
Regular Meeting**

**December 17, 2020**

**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

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  
December 17, 2020  
7:00 P.M.**

Notice posted on December 15, 2020.

Notice is hereby given that the City of Willard Park Board will conduct a meeting at 7:00 p.m., December 17, 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 August 27<sup>th</sup>
4. Citizen's Input (5-minute limit)
5. Financial Statements
6. Director's Report
7. New Business
  - a. T-shirt 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

11/19/2020

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

Staff Present: Park Director: Jason Knight

President Blaine Kennard called the meeting to order at 7:02

#### **Roll Call**

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

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

#### **Approval of Agenda**

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

Motion was passed with a vote of 6-0. Voting Aye.

### **Approval of Minutes**

Motion made by Val to approve the minutes with changes and seconded by Laurie

Motion was passed with a vote of 6-0. Voting Aye.

### **Citizens Input**

- none

### **Financial Statement**

- no questions

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

Motion was passed with a vote of 6-0. Voting Aye. All Members Present voted Aye

### **Directors Report**

- see attachment
- We generated more money for the facility rental than budgeted
- Veterans Day celebration went well, and the fireworks were a big hit
- The drive-thru trunk or treat was very popular, and the line was very long

\*Blaine left to go to work- Val took over the meeting at 7:30pm

### **New Business**

We discussed the position reclassifications- see attached. By raising the pay for some with more Admin duties we feel we're paying them for their administrative work, and saving money at the same time

Motion made by Val to approve the 2021 budget and the position reclassification and seconded by Laurie

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

### **T-Shirt Bids**

Ad-Wear from Houston Texas was the lowest bid.

Motion made by Val to table the bid due to needing clarification regarding the rush fees seconded by Laurie

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

### **Photo Bids**

Lifetouch was the only bid.

Motion made by Craig to accept the bid seconded by Fred

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

### **Cleaning Bids**

City Cleaning Supplies- Unipak Corp was the only bid.

Jason compared prices with several other providers, and he recommended ordering without a contract based upon price.

Motion made by Val to NOT accept the bid seconded by Fred

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

### **Unfinished Business**

- We talked about the types of items that can be recycled in the Recycle Center. The site has clarifications of what is acceptable.

### **Adjourn Meeting**

Motion made by Craig 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 8:12

Submitted by Fred Burk, Secretary

City of Willard, MO

Park Board Meeting

11/19/2020

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

Staff Present: Park Director: Jason Knight

President Blaine Kennard called the meeting to order at 7:02

### **Roll Call**

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

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

### **Approval of Agenda**

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

Motion was passed with a vote of 6-0. Voting Aye.

### **Approval of Minutes**

Motion made by Val to approve the minutes with changes and seconded by Laurie

Motion was passed with a vote of 6-0. Voting Aye.

### **Citizens Input**

- none

### **Financial Statement**

- no questions

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

Motion was passed with a vote of 6-0. Voting Aye. All Members Present voted Aye

### **Directors Report**

- see attachment
- We generated more money for the facility rental than budgeted

- Veterans Day celebration went well, and the fireworks were a big hit
- The drive-thru trunk or treat was very popular, and the line was very long

\*Blaine left to go to work- Val took over the meeting at 7:30pm

### **New Business**

We discussed the position reclassifications- see attached. By raising the pay for some with more Admin duties we feel we're paying them for their administrative work, and saving money at the same time

Motion made by Val to approve the 2021 budget and the position reclassification and seconded by Laurie

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

### **T-Shirt Bids**

Ad-Wear from Houston Texas was the lowest bid.

Motion made by Val to table the bid due to needing clarification regarding the rush fees seconded by Laurie

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

### **Photo Bids**

Lifetouch was the only bid.

Motion made by Craig to accept the bid seconded by Fred

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

### **Cleaning Bids**

City Cleaning Supplies- Unipak Corp was the only bid.



Jason compared prices with several other providers, and he recommended ordering without a contract based upon price.

Motion made by Val to NOT accept the bid seconded by Fred

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

### **Unfinished Business**

- We talked about the types of items that can be recycled in the Recycle Center. The site has clarifications of what is acceptable.

### **Adjourn Meeting**

Motion made by Craig 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 8:12

Submitted by Fred Burk, Secretary

---

Blaine Kennard, President

---

Fred Burk, Secretary

Jennifer Rowe, City Clerk

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

---

Blaine Kennard, President

---

Fred Burk, Secretary

Jennifer Rowe, City Clerk

## **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
<b>Fund: 30 - PARKS FUND</b>							
<b>Revenue</b>							
<a href="#">30-800-40000</a>	ADVERTISING REVENUE (PARKS)	25,000.00	6,000.00	0.00	18,325.00	12,325.00	305.42 %
<a href="#">30-800-40400</a>	CONCESSION INCOME	40,000.00	5,000.00	0.00	10,537.17	5,537.17	210.74 %
<a href="#">30-800-40600</a>	FACILITY INCOME	28,000.00	18,000.00	1,752.25	32,930.09	14,930.09	182.94 %
<a href="#">30-800-40800</a>	MISCELLANEOUS INCOME-PKS	1,500.00	1,500.00	150.00	1,101.12	-398.88	26.59 %
<a href="#">30-800-40900</a>	PARK FEES-PKS	2,500.00	2,500.00	0.00	6,750.00	4,250.00	270.00 %
<a href="#">30-800-40950</a>	SWIM POOL INCOME	75,000.00	27,000.00	0.00	32,813.08	5,813.08	121.53 %
<a href="#">30-800-41300</a>	FRANCHISE MOBILE PHONE TOWER	13,567.50	13,567.50	0.00	13,055.18	-512.32	3.78 %
<a href="#">30-800-43000</a>	INTEREST INCOME-PKS	1,000.00	1,200.00	0.00	1,030.78	-169.22	14.10 %
<a href="#">30-800-45300</a>	TAX REAL ESTATE-PKS	60,300.00	60,300.00	0.00	56,345.83	-3,954.17	6.56 %
<a href="#">30-800-45400</a>	TAX SALES & USE REVENUES-PKS	240,000.00	180,000.00	0.00	265,084.16	85,084.16	147.27 %
<a href="#">30-800-45500</a>	TAX SALES CAP IMP-PKS	240,000.00	180,000.00	0.00	243,211.21	63,211.21	135.12 %
<a href="#">30-800-46000</a>	TRANSFER FROM GCG	255,000.00	422,000.00	0.00	100,000.00	-322,000.00	76.30 %
<a href="#">30-800-46500</a>	TRANSFER IN PARKS	10,000.00	10,000.00	0.00	0.00	-10,000.00	100.00 %
<a href="#">30-800-47000</a>	ADULT PROGRAMS-PKS	9,000.00	1,200.00	0.00	1,752.00	552.00	146.00 %
<a href="#">30-800-47100</a>	YOUTH PROGRAMS-PKS	2,500.00	700.00	0.00	1,090.00	390.00	155.71 %
<a href="#">30-800-47200</a>	YOUTH CAMP-PKS	80,000.00	30,000.00	0.00	2,632.50	-27,367.50	91.23 %
<a href="#">30-800-47300</a>	YOUTH SPORTS-PKS	60,000.00	20,000.00	0.00	7,506.42	-12,493.58	62.47 %
<a href="#">30-800-48000</a>	FREEDOM FEST INCOME	3,500.00	0.00	0.00	0.00	0.00	0.00 %
<a href="#">30-800-48100</a>	SPECIAL EVENT INCOME	10,000.00	2,200.00	0.00	2,905.00	705.00	132.05 %
<a href="#">30-800-48200</a>	SHIRT INCOME	900.00	100.00	0.00	323.09	223.09	323.09 %
<a href="#">30-800-49000</a>	CAPITAL ASSET SALES-PKS	0.00	440.00	0.00	28,606.00	28,166.00	6,501.36 %
	<b>Revenue Total:</b>	<b>1,157,767.50</b>	<b>981,707.50</b>	<b>1,902.25</b>	<b>825,998.63</b>	<b>-155,708.87</b>	<b>15.86 %</b>
<b>Expense</b>							
<a href="#">30-800-50000</a>	CHEMICALS-PKS	12,000.00	8,000.00	0.00	8,577.66	-577.66	-7.22 %
<a href="#">30-800-50110</a>	SUPPLIES - GROUNDS	450.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">30-800-50130</a>	SUPPLIES GENERAL-PKS	1,500.00	1,000.00	40.00	1,025.78	-25.78	-2.58 %
<a href="#">30-800-50140</a>	SUPPLIES-AQUATIC	7,035.00	4,700.00	0.00	5,079.74	-379.74	-8.08 %
<a href="#">30-800-50150</a>	SUPPLIES-SPORTS SHIRTS (PARKS)	12,060.00	6,000.00	0.00	680.48	5,319.52	88.66 %
<a href="#">30-800-50170</a>	SUPPLIES SPECIAL ACTIVITY-PKS	5,025.00	3,000.00	0.00	5,000.36	-2,000.36	-66.68 %
<a href="#">30-800-50175</a>	SUPPLIES YOUTH PROGRAM-PKS	1,000.00	500.00	45.23	251.52	248.48	49.70 %
<a href="#">30-800-50177</a>	SUPPLIES-YOUTH CAMP	9,000.00	4,500.00	0.00	784.29	3,715.71	82.57 %
<a href="#">30-800-50180</a>	SUPPLIES SPORTS-PKS	9,000.00	3,000.00	0.00	798.40	2,201.60	73.39 %
<a href="#">30-800-50190</a>	TREE CITY USA-PKS	8,500.00	8,500.00	0.00	520.33	7,979.67	93.88 %
<a href="#">30-800-50200</a>	CONCESSIONS-PKS	20,000.00	3,000.00	0.00	4,400.07	-1,400.07	-46.67 %
<a href="#">30-800-50210</a>	TURF MAINTENANCE-PKS	2,500.00	1,500.00	11.05	567.58	932.42	62.16 %
<a href="#">30-800-50450</a>	FREEDOM FEST EXPENSE	15,000.00	2,500.00	0.00	3,020.00	-520.00	-20.80 %
<a href="#">30-800-50500</a>	BUILDING MAINTENANCE-PKS	7,500.00	7,500.00	430.49	6,609.00	891.00	11.88 %
<a href="#">30-800-50550</a>	CUSTODIAL SUPPLIES-PKS	5,000.00	4,000.00	0.00	3,673.18	326.82	8.17 %
<a href="#">30-800-50600</a>	MISCELLANEOUS EXPENSE-PKS	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">30-800-50700</a>	OFFICE SUPPLIES-PKS	1,000.00	500.00	0.00	338.96	161.04	32.21 %
<a href="#">30-800-50750</a>	POSTAGE-PKS	150.00	100.00	8.75	38.10	61.90	61.90 %
<a href="#">30-800-51000</a>	REPAIRS AND MAINTENANCE-PKS	2,010.00	2,010.00	8.94	1,840.83	169.17	8.42 %
<a href="#">30-800-52000</a>	SUPPLIES SMALL EQUIPMENT-PKS	5,025.00	4,500.00	162.04	3,173.14	1,326.86	29.49 %
<a href="#">30-800-55200</a>	ADVERTISING-PKS	2,713.50	1,500.00	31.08	1,061.89	438.11	29.21 %
<a href="#">30-800-55400</a>	AUDIT EXPENSE-PKS	502.50	480.00	0.00	502.50	-22.50	-4.69 %
<a href="#">30-800-55500</a>	BANK/CREDIT CARD FEES-PKS	3,015.00	1,500.00	0.00	527.55	972.45	64.83 %
<a href="#">30-800-55600</a>	CONTRACT LABOR-PKS	350.00	1,000.00	0.00	1,731.36	-731.36	-73.14 %
<a href="#">30-800-55800</a>	DUES AND SUBSCRIPTIONS-PKS	3,000.00	3,000.00	0.00	1,966.56	1,033.44	34.45 %
<a href="#">30-800-55850</a>	EQUIPMENT RENTAL-PKS	1,650.00	1,000.00	68.28	819.36	180.64	18.06 %
<a href="#">30-800-56000</a>	INSURANCE-PKS	34,650.00	34,650.00	0.00	33,045.47	1,604.53	4.63 %





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
<a href="#">30-800-56200</a>	LEGAL-PKS	1,000.00	1,000.00	0.00	847.00	153.00 15.30 %
<a href="#">30-800-56400</a>	PROFESSIONAL-PKS	5,000.00	3,000.00	152.80	3,027.85	-27.85 -0.93 %
<a href="#">30-800-56450</a>	CONTRACT SERVICES/SECURITY-PKS	600.00	600.00	0.00	602.25	-2.25 -0.38 %
<a href="#">30-800-56500</a>	SAFETY PROGRAM-PKS	1,450.00	1,450.00	0.00	1,490.76	-40.76 -2.81 %
<a href="#">30-800-56900</a>	TRAVEL EXPENSE-PKS	2,000.00	1,200.00	0.00	974.77	225.23 18.77 %
<a href="#">30-800-56950</a>	TRAINING & EDUCATION-PKS	3,200.00	1,000.00	0.00	1,125.00	-125.00 -12.50 %
<a href="#">30-800-57400</a>	EQUIPMENT/SOFTWARE CONTRACTS...	10,550.00	12,000.00	373.37	10,581.82	1,418.18 11.82 %
<a href="#">30-800-61000</a>	TELEPHONE-PKS	3,750.00	3,750.00	258.75	3,118.82	631.18 16.83 %
<a href="#">30-800-61050</a>	INTERNET-PARKS	4,200.00	4,200.00	379.02	4,548.27	-348.27 -8.29 %
<a href="#">30-800-62000</a>	UTILITIES ELECTRIC-PKS	48,240.00	30,000.00	1,802.43	32,731.32	-2,731.32 -9.10 %
<a href="#">30-800-62100</a>	UTILITIES GAS PKS	5,075.25	5,075.25	0.00	3,796.98	1,278.27 25.19 %
<a href="#">30-800-62300</a>	UTILITIES OTHER-PKS	3,115.50	3,300.00	294.35	3,314.20	-14.20 -0.43 %
<a href="#">30-800-70000</a>	VEHICLE EXPENSE FUEL-PKS	5,075.25	5,000.00	145.67	2,866.85	2,133.15 42.66 %
<a href="#">30-800-70100</a>	EQUIPMENT FUEL-PKS	5,500.00	2,000.00	0.00	1,221.93	778.07 38.90 %
<a href="#">30-800-71000</a>	VEHICLE REPAIR & MAINT-PKS	2,512.50	2,000.00	43.73	732.03	1,267.97 63.40 %
<a href="#">30-800-71100</a>	EQUIPMENT REPAIR & MAINT-PKS	5,527.50	5,000.00	0.00	3,964.93	1,035.07 20.70 %
<a href="#">30-800-90000</a>	SALARIES-PKS	185,451.93	185,451.93	6,848.72	166,854.89	18,597.04 10.03 %
<a href="#">30-800-90500</a>	SALARIES OVERTIME-PKS	500.00	500.00	49.07	631.21	-131.21 -26.24 %
<a href="#">30-800-91000</a>	SALARIES SEASONAL-PKS	260,000.00	187,000.00	294.34	73,348.13	113,651.87 60.78 %
<a href="#">30-800-91500</a>	PAYROLL TAXES-PKS	35,676.15	29,836.15	539.63	18,187.24	11,648.91 39.04 %
<a href="#">30-800-92000</a>	RETIREMENT-PKS	13,760.44	13,760.44	510.42	11,628.38	2,132.06 15.49 %
<a href="#">30-800-92500</a>	UNIFORMS-PKS	1,500.00	1,500.00	0.00	721.81	778.19 51.88 %
<a href="#">30-800-93000</a>	GROUP INSURANCE-PKS	50,288.75	50,288.75	2,004.15	46,853.10	3,435.65 6.83 %
<a href="#">30-800-95100</a>	CAPITAL ASSET EXP-PKS	17,000.00	17,000.00	0.00	16,010.58	989.42 5.82 %
<a href="#">30-800-95500</a>	CAPITAL ASSET EXP EQUIPMENT-PKS	19,000.00	0.00	0.00	3,881.94	-3,881.94 0.00 %
<a href="#">30-800-96000</a>	PRINCIPAL EXPENSE-PKS	195,000.00	195,000.00	0.00	195,000.00	0.00 0.00 %
<a href="#">30-800-96200</a>	INTEREST EXPENSE-PKS	101,000.00	101,000.00	0.00	100,369.88	630.12 0.62 %
<a href="#">30-800-96400</a>	FISCAL AGENT FEES	1,500.00	1,500.00	0.00	1,500.00	0.00 0.00 %
	<b>Expense Total:</b>	<b>1,157,209.27</b>	<b>971,552.52</b>	<b>14,502.31</b>	<b>795,966.05</b>	<b>175,586.47 18.07 %</b>
	<b>Fund: 30 - PARKS FUND Surplus (Deficit):</b>	<b>558.23</b>	<b>10,154.98</b>	<b>-12,600.06</b>	<b>30,032.58</b>	<b>19,877.60 -195.74 %</b>
	<b>Report Surplus (Deficit):</b>	<b>558.23</b>	<b>10,154.98</b>	<b>-12,600.06</b>	<b>30,032.58</b>	<b>19,877.60 -195.74 %</b>



**Group Summary**

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 30 - PARKS FUND</b>						
Revenue	1,157,767.50	981,707.50	1,902.25	825,998.63	-155,708.87	15.86 %
Expense	1,157,209.27	971,552.52	14,502.31	795,966.05	175,586.47	18.07 %
<b>Fund: 30 - PARKS FUND Surplus (Deficit):</b>	<b>558.23</b>	<b>10,154.98</b>	<b>-12,600.06</b>	<b>30,032.58</b>	<b>19,877.60</b>	<b>-195.74 %</b>
<b>Report Surplus (Deficit):</b>	<b>558.23</b>	<b>10,154.98</b>	<b>-12,600.06</b>	<b>30,032.58</b>	<b>19,877.60</b>	<b>-195.74 %</b>



### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
30 - PARKS FUND	558.23	10,154.98	-12,600.06	30,032.58	19,877.60
<b>Report Surplus (Deficit):</b>	<b>558.23</b>	<b>10,154.98</b>	<b>-12,600.06</b>	<b>30,032.58</b>	<b>19,877.60</b>





City of Willard, MO

# My Detail Report (Park Board Packet)

## Account Detail

Date Range: 11/17/2020 - 12/16/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
<b>Fund: 30 - PARKS FUND</b>				
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	930.62	95.16	1,025.78
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/17/2020	POPKT02827	5117009	44396	UNIFORMS-PKS
12/09/2020	POPKT02858	550345806	44416	PEST CONTROL SERVICE - ALL DEPTS
				<b>Vendor</b>
				COMMGN - COMMERCE CREDIT CARD SERVIC...
				SPS150 - SCHEDEL PEST SERVICES
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS	4,790.36	210.00	5,000.36
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/17/2020	POPKT02827	520-7991	44396	BWI VETERANS DAY TOILETS & SANITIZING..
				<b>Vendor</b>
				COMMGN - COMMERCE CREDIT CARD SERVIC...
<u>30-800-50175</u>	SUPPLIES YOUTH PROGRAM-PKS	47.29	204.23	251.52
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/17/2020	POPKT02827	02123G	44396	DOLLAR GENERAL TRUNK-OR-TREAT SUPP...
11/17/2020	POPKT02827	2268	44362	VETERAN'S DAY BOUNCE HOUSE-PKS
12/08/2020	POPKT02856	121420		WASSAIL SUPPLIES-PKS
				<b>Vendor</b>
				COMMGN - COMMERCE CREDIT CARD SERVIC...
				MOB200 - MONKEY BUSINESS
				APM100 - APPLE MARKET
<u>30-800-50190</u>	TREE CITY USA-PKS	445.00	75.33	520.33
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/23/2020	POPKT02835	8721857	44396	AMAZON TREE CITY SAW & REPLACEMENT..
				<b>Vendor</b>
				COMMGN - COMMERCE CREDIT CARD SERVIC...
<u>30-800-50210</u>	TURF MAINTENANCE-PKS	556.53	11.05	567.58
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
12/08/2020	POPKT02850	D31058		BUILDING MAINT & SMALL EQUIPMENT S...
				<b>Vendor</b>
				WTV100 - WILLARD HOME CENTER LLC
<u>30-800-50500</u>	BUILDING MAINTENANCE-PKS	5,882.63	726.37	6,609.00
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/23/2020	POPKT02835	3189817		AMAZON DOOR KEYPAD-PKS
11/23/2020	POPKT02835	5941018	44396	AMAZON SIGN LIGHTS-PKS
11/23/2020	POPKT02835	D28341		WORK GLOVES, HARDWARE, KEYS, CHAIN...
12/08/2020	POPKT02850	D31058		BUILDING MAINT & SMALL EQUIPMENT S...
				<b>Vendor</b>
				COMMGN - COMMERCE CREDIT CARD SERVIC...
				COMMGN - COMMERCE CREDIT CARD SERVIC...
				WTV100 - WILLARD HOME CENTER LLC
				WTV100 - WILLARD HOME CENTER LLC





**My Detail Report (Park Board Packet)**

Date Range: 11/17/2020 - 12/16/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance				
30-800-50550	CUSTODIAL SUPPLIES-PKS	3,472.45	200.73	3,673.18				
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
11/23/2020	POPKT02835	1665027		AMAZON FLOOR CLEANER - PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		85.20	3,557.65
11/23/2020	POPKT02835	6872215	44396	AMAZON CLEANING SUPPLIES-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		82.55	3,640.20
11/23/2020	POPKT02835	6872215B	44396	AMAZON CLEANING SUPPLIES-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		32.98	3,673.18
30-800-50700	OFFICE SUPPLIES-PKS						152.62	338.96
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
11/23/2020	POPKT02835	04290G	44396	MSU COPY THIS MAP LAMINATION-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		122.64	308.98
11/23/2020	POPKT02835	7245805	44396	AMAZON OVERHEAD TRANSPARENCY MA...	COMMGN - COMMERCE CREDIT CARD SERVIC...		27.15	336.13
11/23/2020	POPKT02840	IN345341	44359	10/20 - 11/19 COPIES - PKS	LOS200 - LAKELAND OFFICE SYSTEMS		2.83	338.96
30-800-50750	POSTAGE-PKS						29.35	38.10
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
12/08/2020	POPKT02856	120120		STAMPS.COM POSTAGE - ALL DEPTS	COMMGN - COMMERCE CREDIT CARD SERVIC...		0.50	29.85
12/14/2020	POPKT02863	03585G		USPS POSTAGE - PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		8.25	38.10
30-800-51000	REPAIRS AND MAINTENANCE-PKS						801.99	1,840.83
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
11/23/2020	POPKT02835	8GSPT-5483	44396	BAGSPOT DOG WASTE STATIONS-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		793.05	1,831.89
12/08/2020	POPKT02850	D32072		SOCCER IRRIGATION REPAIRS-PKS	WTV100 - WILLARD HOME CENTER LLC		8.94	1,840.83
30-800-52000	SUPPLIES SMALL EQUIPMENT-PKS						637.34	3,173.14
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
11/23/2020	POPKT02835	7781058	44396	AMAZON CHRISTMAS LIGHTING SUPPLIES...	COMMGN - COMMERCE CREDIT CARD SERVIC...		475.30	3,011.10
12/08/2020	POPKT02850	D31058		BUILDING MAINT & SMALL EQUIPMENT S...	WTV100 - WILLARD HOME CENTER LLC		162.04	3,173.14
30-800-55200	ADVERTISING-PKS						141.46	1,061.89
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
11/23/2020	POPKT02835	6658503	44396	FACEBOOK VETERANS DAY ADVERTISING-...	COMMGN - COMMERCE CREDIT CARD SERVIC...		10.00	930.43
11/23/2020	POPKT02835	6674941	44396	FACEBOOK VETERANS DAY ADVERTISING-...	COMMGN - COMMERCE CREDIT CARD SERVIC...		10.00	940.43
11/23/2020	POPKT02835	6691942	44396	FACEBOOK OCTOBER ADVERTISING-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		10.00	950.43
11/23/2020	POPKT02835	6718341	44396	FACEBOOK VETERANS DAY ADVERTISING-...	COMMGN - COMMERCE CREDIT CARD SERVIC...		15.00	965.43
11/23/2020	POPKT02835	6724502	44396	FACEBOOK OCTOBER ADVERTISING-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		5.38	970.81
11/23/2020	POPKT02835	6726040	44396	FACEBOOK VETERANS DAY ADVERTISING-...	COMMGN - COMMERCE CREDIT CARD SERVIC...		25.00	995.81
11/23/2020	POPKT02835	6730950	44396	FACEBOOK VETERANS DAY ADVERTISING-...	COMMGN - COMMERCE CREDIT CARD SERVIC...		35.00	1,030.81
12/14/2020	POPKT02863	671		SPORTS IMPRINTED SHIRTS BIDS NOTICE ...	SQB100 - SQUIBB MEDIA, LLC		31.08	1,061.89



**My Detail Report (Park Board Packet)**

Date Range: 11/17/2020 - 12/16/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
30-800-55800	BANK/CREDIT CARD FEES-PKS	637.27	-109.72	527.55

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/25/2020	APPKT03009	76503315	44396	VISA REWARDS CREDIT - PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		-250.00	387.27
11/30/2020	GLPKT14342	JN02079		TO RECORD BANK AND CR CARD FEES			140.28	527.55

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-55800	DUES AND SUBSCRIPTIONS-PKS							
11/17/2020	POPKT02827	110420	44396	AMAZON PRIME ANNUAL MEMBERSHIP - ...	COMMGN - COMMERCE CREDIT CARD SERVIC...		23.80	1,316.56
11/23/2020	POPKT02835	8047	44396	MPRA MEMBERSHIP FEES-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		650.00	1,966.56

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-55850	EQUIPMENT RENTAL-PKS							
12/08/2020	POPKT02850	22185248		COPIER LEASE - ALL DEPTS	CF5100 - CANON FINANCIAL SERVICES, INC		68.28	819.36

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-56000	INSURANCE-PKS							
11/30/2020	GLPKT14342	JN02084		TO DISTRIBUTE INSURANCE			1,604.54	33,045.47

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-56400	PROFESSIONAL-PKS							
12/09/2020	POPKT02860	1557	44417	IT SERVICES - ALL DEPTS	VDS100 - VDS VISION LLC		152.80	3,027.85

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-56500	SAFETY PROGRAM-PKS							
11/23/2020	POPKT02835	110620	44396	ALTRA AED LEASE-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		70.00	1,490.76

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-57400	EQUIPMENT/SOFTWARE CONTRACTS-PKS							
11/17/2020	POPKT02827	91780931	44363	MONTHLY TIME CLOCK LEASE - ALL DEPTS	INF100 - QUEST SOFTWARE SYSTEMS INC		333.37	10,208.45
12/14/2020	POPKT02863	201203-61667551-10-3		WHEN TO WORK SCHEDULING SOFTWARE...	COMMGN - COMMERCE CREDIT CARD SERVIC...		40.00	10,248.45
12/14/2020	POPKT02863	91856948		MONTHLY TIME CLOCK LEASE - ALL DEPTS	INF100 - QUEST SOFTWARE SYSTEMS INC		333.37	10,581.82



My Detail Report (Park Board Packet)

Date Range: 11/17/2020 - 12/16/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance				
<u>30-800-61000</u>	TELEPHONE-PKS	2,810.07	308.75	3,118.82				
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
11/23/2020	POPKT02835	111620	44358	CELL PHONE REIMBURSEMENT - PKS	JKN100 - JASON KNIGHT		50.00	2,860.07
12/08/2020	POPKT02850	34547276632		NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	COMMGN - COMMERCE CREDIT CARD SERVIC...		163.32	3,023.39
12/09/2020	POPKT02850	9867677271	44418	CELL PHONE SERVICE - ALL DEPTS	VER100 - VERIZON WIRELESS		45.43	3,068.82
12/14/2020	POPKT02863	120120		CELL PHONE REIMBURSEMENT - PKS	JKN100 - JASON KNIGHT		50.00	3,118.82
<u>30-800-61050</u>	INTERNET-PARKS	4,169.25					379.02	4,548.27
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
12/08/2020	POPKT02856	336313		INTERNET SERVICE - ALL DEPTS	NITEL - NITEL, INC		379.02	4,548.27
<u>30-800-62000</u>	UTILITIES ELECTRIC-PKS	30,928.89					1,802.43	32,731.32
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
12/09/2020	POPKT02860	125	44408	ELECTRIC UTILITIES - ALL DEPTS	EMP210 - LIBERTY UTILITIES-EMPIRE DISTRICT		1,802.43	32,731.32
<u>30-800-62300</u>	UTILITIES OTHER-PKS	3,019.85					294.35	3,314.20
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
12/09/2020	POPKT02858	0394-006324597	44404	TRASH EXPENSE - ALL DEPTS	REP425 - ALLIED SERVICES, LLC		294.35	3,314.20
<u>30-800-70000</u>	VEHICLE EXPENSE FUEL-PKS	2,721.18					145.67	2,866.85
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
12/09/2020	POPKT02860	68919805	44419	VEHICLE & EQUIPMENT FUEL - LAW/STS/...	WRI110 - WEX BANK		145.67	2,866.85
<u>30-800-71000</u>	VEHICLE REPAIR & MAINT-PKS	688.30					43.73	732.03
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
12/08/2020	POPKT02850	2367-332087		ANTIFREEZE & VEHICLE LIGHT BULB - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		43.73	732.03
<u>30-800-71100</u>	EQUIPMENT REPAIR & MAINT-PKS	3,563.80					401.13	3,964.93
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
11/23/2020	POPKT02835	06466G	44396	MENARDS FIREWORKS FENCING-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		345.79	3,909.59
11/23/2020	POPKT02835	40966075	44396	LOFTIS ENGINE SHIM-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		13.30	3,922.89
11/23/2020	POPKT02835	40966449	44396	LOFTIS ENGINE GASKET-PKS	COMMGN - COMMERCE CREDIT CARD SERVIC...		42.04	3,964.93
<u>30-800-90000</u>	SALARIES-PKS	153,236.81					13,618.08	166,854.89
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	<b>Running Balance</b>
11/20/2020	PYPKT00730	PYPKT00730 - 11/1/20 -...		PYPKT00730 - 11/1/20 - 11/14/20: Paid 11...			6,769.36	160,006.17
12/04/2020	PYPKT00733	PYPKT00733 - 11/15/20...		PYPKT00733 - 11/15/20 - 11/28/20: Paid ...			6,848.72	166,854.89



**My Detail Report (Park Board Packet)**

Date Range: 11/17/2020 - 12/16/2020

Account	Name	Beginning Balance	Total Activity	Ending Balance
<u>30-800-90500</u>	SALARIES OVERTIME-PKS	204.97	426.24	631.21
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/20/2020	PYPKT00730	PYPKT00730 - 11/1/20 - 11/14/20	-	PYPKT00730 - 11/1/20 - 11/14/20: Paid 11...
12/04/2020	PYPKT00733	PYPKT00733 - 11/15/20	-	PYPKT00733 - 11/15/20 - 11/28/20: Paid ...
<u>30-800-91000</u>	SALARIES SEASONAL-PKS	72,431.12	917.01	73,348.13
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/20/2020	PYPKT00730	PYPKT00730 - 11/1/20 - 11/14/20	-	PYPKT00730 - 11/1/20 - 11/14/20: Paid 11...
12/04/2020	PYPKT00733	PYPKT00733 - 11/15/20	-	PYPKT00733 - 11/15/20 - 11/28/20: Paid ...
<u>30-800-91500</u>	PAYROLL TAXES-PKS	17,063.57	1,123.67	18,187.24
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/20/2020	PYPKT00730	PYPKT00730 - 11/1/20 - 11/14/20	-	PYPKT00730 - 11/1/20 - 11/14/20: Paid 11...
12/04/2020	PYPKT00733	PYPKT00733 - 11/15/20	-	PYPKT00733 - 11/15/20 - 11/28/20: Paid ...
<u>30-800-92000</u>	RETIREMENT-PKS	10,589.08	1,039.30	11,628.38
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/20/2020	PYPKT00730	PYPKT00730 - 11/1/20 - 11/14/20	-	PYPKT00730 - 11/1/20 - 11/14/20: Paid 11...
12/04/2020	PYPKT00733	PYPKT00733 - 11/15/20	-	PYPKT00733 - 11/15/20 - 11/28/20: Paid ...
<u>30-800-92500</u>	UNIFORMS-PKS	403.94	317.87	721.81
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/17/2020	POPKT02827	30001143436	44396	DICK'S SPORTING GOODS STAFF SHIRTS-P...
11/17/2020	POPKT02827	4653869	44396	AMAZON STAFF UNIFORMS-PKS
11/17/2020	POPKT02827	5117009	44396	AMAZON STAFF UNIFORMS-PKS
11/17/2020	POPKT02827	5117009	44396	UNIFORMS-PKS
11/17/2020	POPKT02827	5117009	44396	UNIFORMS-PKS
11/17/2020	POPKT02827	5957806	44396	AMAZON STAFF UNIFORMS-PKS
11/17/2020	POPKT02827	6933824	44396	AMAZON STAFF UNIFORMS-PKS
11/23/2020	POPKT02840	7637825	44396	AMAZON STAFF UNIFORMS - PKS
<u>30-800-93000</u>	GROUP INSURANCE-PKS	42,949.62	3,903.48	46,853.10
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>
11/20/2020	PYPKT00730	PYPKT00730 - 11/1/20 - 11/14/20	-	PYPKT00730 - 11/1/20 - 11/14/20: Paid 11...
12/04/2020	PYPKT00733	PYPKT00733 - 11/15/20	-	PYPKT00733 - 11/15/20 - 11/28/20: Paid ...
<b>Total Fund: 30 - PARKS FUND: Beginning Balance: 413,909.02 Total Activity: 31,152.20 Ending Balance: 445,061.22</b>				

**Grand Totals: Beginning Balance: 413,909.02 Total Activity: 31,152.20 Ending Balance: 445,061.22**





# Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
30 - PARKS FUND	413,909.02	31,152.20	445,061.22
<b>Grand Total:</b>	<b>413,909.02</b>	<b>31,152.20</b>	<b>445,061.22</b>



# Revenue By Period - GL Account Summary

Start Date: 11/17/2020 12:00 AM End Date: 12/17/2020 11:59 PM

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

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

## Regular Revenue

	**Gross	**Net	DEBITS						CREDITS			
			Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Refunds	Other
30-12100 - Parks-Scholarship Fund	48.00	48.00	48.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-800-40600 - Parks-Facility Income	1,995.00	1,930.95	0.00	120.00	2,135.00	2,070.95	0.00	0.00	0.00	0.00	-260.00	0.00
30-800-47000 - Parks-Adult Programs	70.00	69.10	40.00	0.00	30.00	29.10	0.00	0.00	0.00	0.00	0.00	0.00
	<u>2,113.00</u>	<u>2,048.05</u>	<u>88.00</u>	<u>120.00</u>	<u>2,165.00</u>	<u>2,100.05</u>	<u>0.00</u>	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-260.00</u>	<u>0.00</u>

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

## Sales Tax

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



# AGENDA ITEM #6

## Director's Report

### Department Tasks

**Quote of the Month:** "By three methods we may learn wisdom: First, by reflection, which is noblest; Second, by imitation, which is easiest; and third by experience, which is the bitterest."

— Confucius

### Budget

2020 has been challenging in many ways for the Parks Department. We have taken many steps to reduce costs and made many different attempts to try to grow revenue on less conventional ways. It is hard to state, but we have been fortunate this year that our cost saving measures have worked to the level that they have. Staff continues to remain largely positive about a comeback year in 2021 and have been using this time to brainstorm new programs and refinements to existing programs. Looking into 2021, we are confident that we will be able to reach revenue goals for the year.

### Event/Program Planning and Recap

We have concluded the last of our events for 2020. As usual, Willard Parks partnered with Willard Care to Learn to host the annual Turkey Trot, which was well attended. Numbers for that event were down some, but the Parks Department expects to receive around \$400-\$500 donation from Care to Learn to the Parks Scholarship fund. The Christmas on the Frisco Event was well attended, despite the short notice change necessitated by the registration of only 10 parade participants. Staff is working to analyze why (in addition to covid) parade registration was down so much.

### Maintenance

Maintenance has been very busy decorating the trailhead for Christmas. Participating in the "Light the Frisco" event has also been very low, only the Church of Jesus Christ of Latterday Saints has put up a display at this time. I would like to grow the lighting displays at the trailhead to be one of the best in the area. Maintenance has also completed the winterization of the sports complexes and pool, has installed a more significant barrier at the back of Jackson Street Park, and installed dog waste stations at Jackson Street Park.

### 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

T-Shirts Bid

## **AGENDA ITEM #8**

Unfinished Business

## **AGENDA ITEM #9**

Adjourn