

MEETING AGENDA AND PACKET

**PARK BOARD
Regular Meeting**

August 29, 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 August 26, 2019.

Notice is hereby given that the City of Willard Park Board will conduct a meeting at 7:00 p.m., August 29th, 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 July 25th, 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

7/25/2019

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

Staff Present: Park Director: Jason Knight, Jason Schmidt (Intern)

Vice President Simpson called the meeting to order at 7:01

Roll Call

Blaine Kennard – absent, Valorie Simpson- present, Fred Burk- present,
Laurie Pendergrass- present, Craig Baird- present

Approval of Agenda

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

Motion was passed with a vote of 4-0. Voting Aye.

Approval of Minutes

Motion made by Laurie to approve the minutes and seconded by Craig

Motion was passed with a vote of 4-0. Voting Aye. All Members Present voted Aye

Citizens Input

none

Financial Statement

- \$375 was for licensing the outdoor movie- Little Giants

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

Motion was passed with a vote of 4-0. Voting Aye. All Members Present voted Aye

Directors Report

- Attached

- We also talked about having a pop-up Carnival as a possible after-school celebration. It would actually provide income and bring in folks to have fun.
- Jason S. has reached out to other facilities about a swimming program that we can have for Seniors. We can possibly submit grants to get class costs covered as a program.

New Business

- Our current Recreation Software (RecPro) is inadequate, and we're piloting a new one. \$500 more per year for the new software.

Unfinished Business

- Val would like to see a detailed breakdown of baseball expenses, and Freedom Fest expenses

Adjourn Meeting

Motion made by Fred to adjourn meeting and seconded by Val

Motion was passed with a vote of 4-0. Voting Aye. All Members Present voted Aye

Meeting adjourned at 8:20

Submitted by Secretary Fred Burk

Valorie Simpson, Park Board President

Jennifer Rowe, City Clerk

AGENDA ITEM #4

Citizens Input

AGENDA ITEM #5

Financial Statements: See Attached

AGENDA ITEM #6

Director's Report

Department Tasks

Budget planning-

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 Sports coordinator has resigned, and I am currently looking at how it would be most beneficial to fill this position. Given the ebb and flow of the sports seasons, this position is very busy at times, and slower at others. I am looking at trying a seasonal position for a year to see if it is manageable and efficient as a part time, or overlapping part time with specific sports skill sets. (one employee focuses on volleyball, another soccer, another basketball) This could be beneficial because it could allow us to fill each season with staff that is passionate about each sport. Time will tell.

Event/Program Planning and Recap

We had our first middle school dance of the school year on 8/24. It was well attended, with approximately 330 students in attendance. Concessions did very well, and to supplement we sold glow sticks. At first glance, it looks like we grossed a little over \$2,700 for the event. A more detailed report will be included in the next report.

The sunflower field was a success in terms of public outreach and service, however as of now we have not figured out how to monetize it in future years. We will continue to investigate this.

We hosted what I hope will be our "First Annual Willard Birthday Party and concert. It was well attended for the amount of time for which it was promoted.

Our Doggie Dive will be September 7th. It has been heavily promoted, and will be more a dog centric vendor event than it has been in the past. We have received several sponsors and donors for the event. A detailed report will be in the next report.

Other upcoming programs for September are the start of soccer and volleyball games, the start of basketball and cheer registration, the start of the Tumbling Toddlers program, and an Adult CPR class. Additionally, we are researching other adult programs and sports, and trying to determine viability in our market.

2019 Capital Improvement Projects

The supplies for the pole barn repair are on site, and we hope to have that repair completed by the end of the month (August). We did not receive any bids for the construction of a new pole barn, however, I did have an individual come out and take measurements to complete a bid. In visiting with him, he said we could expect to spend and estimated \$50,000-\$60,000 to complete the project. This is well outside what is budgeted, so I am now exploring other options.

Maintenance

We had to replace the controller for the main circulation pump at the pool. Fortunately, we are at the end of the pool season, and still have remaining funds. We have many wall lights out at the Aquatic Center, and I am looking to replace those fixtures with led photocells, to both save on the cost of replacing bulbs multiple times, as well as hopefully lower the electrical cost at the facility moving forward. Additionally, some of the overhead stadium-style lights need replaced. Again, I am researching an LED option.

Upcoming Programs / Events

Soccer and Volleyball: Registration Closed, Games begin week of Sept 14

Doggie Dive Sept. 7th

Tumbling Toddlers- registering soon

School's Out Days-Registering soon

Middle School Dances - Pay At the door August 23rd

Sept 13th

Boo Bash (late October-TBA)

Haunted House (tentative, sponsorship dependent)

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.

AGENDA ITEM #7

New Business

AGENDA ITEM #8

Unfinished Business

AGENDA ITEM #9+

Adjourn



City of Willard, MO

My Detail Report (Park Board Packet)

Account Detail

Date Range: 07/22/2019 - 08/26/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 30 - PARKS FUND				
30-800-50000				
	CHEMICALS-PKS	11,134.24		14,130.08
Post Date	Packet Number	Source Transaction	Pmt Number	Amount
07/22/2019	POPKT01985	28472	42373	2,995.84
07/31/2019	POPKT02002	7322	42463	265.00
07/31/2019	GLPKT11021	JN01363		2,793.84
				-63.00
				14,130.08
30-800-50110				
	SUPPLIES - GROUNDS	129.92		205.90
Post Date	Packet Number	Source Transaction	Pmt Number	Amount
08/20/2019	POPKT02033	715216		75.98
				75.98
30-800-50130				
	SUPPLIES GENERAL-PKS	860.96		965.88
Post Date	Packet Number	Source Transaction	Pmt Number	Amount
08/12/2019	POPKT02014	340141924	42414	104.92
08/12/2019	POPKT02014	B121149	42464	35.84
08/12/2019	POPKT02021	550323632	42453	12.99
08/20/2019	POPKT02033	0745012		40.00
				16.09
				965.88
30-800-50140				
	SUPPLIES-AQUATIC	4,127.52		4,817.63
Post Date	Packet Number	Source Transaction	Pmt Number	Amount
07/22/2019	POPKT01982	6325033	42392	51.83
07/22/2019	POPKT01982	8191448	42392	82.43
07/22/2019	POPKT01997	063576		34.01
07/31/2019	GLPKT11021	JN01363		63.00
08/20/2019	POPKT02033	6205859		66.88
08/26/2019	POPKT02043	KC207406		391.96
				4,817.63
30-800-50170				
	SUPPLIES SPECIAL ACTIVITY-PKS	589.38		1,849.54
Post Date	Packet Number	Source Transaction	Pmt Number	Amount
07/31/2019	POPKT02002	072719	42459	300.00
08/06/2019	POPKT02006	BO 1637902	42460	375.00
08/12/2019	POPKT02014	072719-2	42459	300.00
08/20/2019	POPKT02033	1321002		285.16
				1,849.54
30-800-50177				
	SUPPLIES-YOUTH CAMP	2,064.24		5,470.77
Post Date	Packet Number	Source Transaction	Pmt Number	Amount
07/22/2019	POPKT01982	062619	42392	190.00
07/22/2019	POPKT01982	1079188.016	42392	48.00
07/22/2019	POPKT01982	14024	42392	1,295.00
				2,254.24
				2,302.24
				3,597.24

My Detail Report (Park Board Packet)

Date Range: 07/22/2019 - 08/26/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance
30-800-50177	SUPPLIES-YOUTH CAMP - Continued	2,064.24	3,406.53	5,470.77
		Project Account	Amount	Running Balance
08/06/2019	POPKT02006 01658G		190.00	3,787.24
08/06/2019	POPKT02006 026811		194.00	3,981.24
08/06/2019	POPKT02006 04439G		230.00	4,211.24
08/06/2019	POPKT02006 410531964		212.00	4,423.24
08/12/2019	POPKT02014 02045G		216.00	4,639.24
08/12/2019	POPKT02014 04860G		100.00	4,739.24
08/20/2019	POPKT02033 07361		20.86	4,760.10
08/20/2019	POPKT02033 0745012		39.70	4,799.80
08/20/2019	POPKT02033 2600216		14.97	4,814.77
08/20/2019	POPKT02033 434364		186.00	5,000.77
08/20/2019	APPKT02273 434364		91.00	5,091.77
08/20/2019	APPKT02273 434364		-186.00	4,905.77
08/26/2019	POPKT02043 73833		225.00	5,130.77
08/26/2019	POPKT02043 73844		240.00	5,370.77
08/26/2019	POPKT02043 73872		100.00	5,470.77
		Project Account	Amount	Running Balance
30-800-50180	SUPPLIES SPORTS-PKS	4,893.93	164.13	5,058.06
07/22/2019	POPKT01985 012190		11.64	4,905.57
07/22/2019	POPKT01985 012485		67.76	4,973.33
07/22/2019	POPKT01985 014378		42.16	5,015.49
07/31/2019	POPKT02002 A122030		28.38	5,043.87
07/31/2019	POPKT02002 B120919		14.19	5,058.06
		Project Account	Amount	Running Balance
30-800-50200	CONCESSIONS-PKS	12,938.59	2,455.97	15,394.56
07/22/2019	POPKT01982 26381208		93.92	13,032.51
07/22/2019	POPKT01985 010434		277.68	13,310.19
07/22/2019	POPKT01985 023195		198.88	13,509.07
07/22/2019	POPKT01985 028975		640.99	14,150.06
08/06/2019	POPKT02006 017394		298.00	14,448.06
08/06/2019	POPKT02006 022287		8.00	14,456.06
08/06/2019	POPKT02006 26320683		95.17	14,551.23
08/06/2019	POPKT02006 26389060		63.99	14,615.22
08/06/2019	POPKT02006 26389062		244.00	14,859.22
08/12/2019	POPKT02014 26389429		66.00	14,925.22
08/26/2019	POPKT02043 5348494		469.34	15,394.56
		Project Account	Amount	Running Balance
30-800-50500	BUILDING MAINTENANCE-PKS	7,234.75	98.61	7,333.36
08/26/2019	POPKT02043 6827038		80.64	7,315.39
08/26/2019	POPKT02043 A124394		5.99	7,321.38
		Project Account	Amount	Running Balance

My Detail Report (Park Board Packet)

Date Range: 07/22/2019 - 08/26/2019

Account	Name	Beginning Balance	Total Activity	Ending Balance
30-800-50500	BUILDING MAINTENANCE-PKS - Continued	7,234.75	98.61	7,333.36
Post Date	Packet Number	Source Transaction	Pmt Number	Description
08/26/2019	POPKT02043	A124399		BATTERIES-PKS
Project Account		Amount	Running Balance	
		11.98	7,333.36	
30-800-50550	CUSTODIAL SUPPLIES-PKS	3,891.89	103.08	3,994.97
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/22/2019	POPKT01985	010434	42389	CONCESSIONS, FOOD SERVICE GLOVES, BATTERIES-PKS
Project Account		Amount	Running Balance	
		103.08	3,994.97	
30-800-50700	OFFICE SUPPLIES-PKS	497.86	33.80	531.66
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/31/2019	POPKT01997	IN273986	42431	6/20 - 7/19 COPIES - PKS
Project Account		Amount	Running Balance	
		33.80	531.66	
30-800-50750	POSTAGE-PKS	20.19	3.98	24.17
Post Date	Packet Number	Source Transaction	Pmt Number	Description
08/06/2019	POPKT02003	INV0014143	42464	USPS CAMP MAILING POSTAGE - PKS
08/26/2019	POPKT02043	082219	42425	PETTY CASH REIMBURSEMENT - GEN/C
Project Account		Amount	Running Balance	
		0.55	20.74	
		3.43	24.17	
30-800-51000	REPAIRS AND MAINTENANCE-PKS	343.94	191.49	535.43
Post Date	Packet Number	Source Transaction	Pmt Number	Description
08/06/2019	POPKT02006	A123680	42464	MAINTENANCE, POOL, & SPORTS SUPP
08/12/2019	POPKT02021	54379471.001	42425	SOCCER FIELD COMPRESSION COUPLIN
08/20/2019	POPKT02033	09540		PLUMBING SUPPLIES-PKS
Project Account		Amount	Running Balance	
		103.43	447.37	
		62.66	510.03	
		25.40	535.43	
30-800-52000	SUPPLIES SMALL EQUIPMENT-PKS	1,935.91	163.18	2,099.09
Post Date	Packet Number	Source Transaction	Pmt Number	Description
08/06/2019	POPKT02006	022287		CONCESSIONS-PKS
08/06/2019	POPKT02006	A123680	42464	MAINTENANCE, POOL, & SPORTS SUPP
08/26/2019	POPKT02043	082219		PETTY CASH REIMBURSEMENT - GEN/C
Project Account		Amount	Running Balance	
		43.76	1,979.67	
		109.43	2,089.10	
		9.99	2,099.09	
30-800-55200	ADVERTISING-PKS	1,640.21	188.05	1,828.26
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/22/2019	POPKT01982	MC07780129	42392	MAILCHIMP ADVERTISING-PKS
07/22/2019	POPKT01982	V38BVKWR72	42392	FACEBOOK ADVERTISING-PKS
08/20/2019	POPKT02033	0745012		CAMP SUPPLIES-PKS
08/26/2019	POPKT02043	081219		MAILCHIMP ADVERTISING-PKS
08/26/2019	POPKT02043	10002009		CANVA ADVERTISING GRAPHIC-PKS
08/26/2019	POPKT02043	11840504		CANVA ADVERTISING GRAPICS-PKS
Project Account		Amount	Running Balance	
		40.00	1,680.21	
		72.74	1,752.95	
		33.31	1,786.26	
		40.00	1,826.26	
		1.00	1,827.26	
		1.00	1,828.26	
30-800-55500	BANK/CREDIT CARD FEES-PKS	1,140.17	864.60	2,004.77
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/31/2019	GLPKT10987	JN01356		TO RECORD BANK AND CREDIT CARD FE
Project Account		Amount	Running Balance	
		864.60	2,004.77	
30-800-55800	DUES AND SUBSCRIPTIONS-PKS	1,646.00	100.00	1,746.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description
08/20/2019	POPKT02028	081619		MEMBERSHIP FEES - GEN/PKS
Project Account		Amount	Running Balance	
		100.00	1,746.00	
		100.00	1,746.00	

My Detail Report (Park Board Packet)

Date Range: 07/22/2019 - 08/26/2019

Account	Name	Source	Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Beginning Balance	Total Activity	Ending Balance
30-800-55850	EQUIPMENT RENTAL-PKS								695.88		1,364.17
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
08/06/2019	20361611	POPKT02008	42418	COPIER RENTAL - ALL DEPTS	CFS100 - CANON FINANCIAL SERVICES, INC		68.29	764.17			
08/12/2019	48076	POPKT02014	42456	STAGE RENTAL-PKS	SWA100 - SOUTHWEST AUDIO-VISUAL		600.00	1,364.17			
30-800-56000	INSURANCE-PKS								18,835.90		21,196.58
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
07/31/2019	JN01361	GLPKT10987		TO DISTRIBUTE INSURANCE EXPENSE			2,360.68	21,196.58			
30-800-56400	PROFESSIONAL-PKS								4,072.40		5,137.15
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
07/22/2019	1534	POPKT01982	42386	IT SERVICES - ALL DEPTS	VDS100 - VDS VISION LLC		812.80	4,885.20			
08/12/2019	CIT041080119-1	POPKT02014	42417	BACKGROUND CHECK-PKS	BIB100 - BACKGROUND INVESTIGATION BU		11.95	4,897.15			
08/12/2019	1535	POPKT02019	42412	IT SERVICES - ALL DEPTS	VDS100 - VDS VISION LLC		240.00	5,137.15			
30-800-56500	SAFETY PROGRAM-PKS								617.14		687.14
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
08/12/2019	21748	POPKT02014		ALTRA AED LEASE-PKS	COMMGN - COMMERCE CREDIT CARD SER		70.00	687.14			
30-800-57400	EQUIPMENT/SOFTWARE CONTRACTS-PKS								7,796.05		8,114.37
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
08/12/2019	90648939	POPKT02021	42449	TIME CLOCK FEES - ALL DEPTS	INF100 - QUEST SOFTWARE SYSTEMS INC		318.32	8,114.37			
30-800-61000	TELEPHONE-PKS								2,230.28		2,494.00
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
08/06/2019	080119	POPKT02003		NEXTIVA TELEPHONE EXPENSE - ALL DE	COMMGN - COMMERCE CREDIT CARD SER		163.28	2,393.56			
08/06/2019	9834713432	POPKT02006	42406	CELL PHONE EXPENSE - LAW/P&D/W/S/	VER100 - VERIZON WIRELESS		50.44	2,444.00			
08/12/2019	080119	POPKT02019	42429	CELL PHONE REIMBURSEMENT - PKS	JKN100 - JASON KNIGHT		50.00	2,494.00			
30-800-61050	INTERNET-PARKS								3,960.79		4,347.37
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
08/06/2019	279597	POPKT02008	42441	INTERNET EXPENSE - ALL DEPTS	NITEL - NITEL, INC		386.58	4,347.37			
30-800-62000	UTILITIES ELECTRIC-PKS								22,969.81		30,261.41
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
08/06/2019	140	POPKT02008	42399	ELECTRIC UTILITIES - ALL DEPTS	EMP210 - LIBERTY UTILITIES-EMPIRE DISTR		7,291.60	30,261.41			
30-800-62100	UTILITIES GAS PKS								3,649.86		3,744.43
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
08/14/2019	080919C	POPKT02025	42470	COMMUNITY CENTER GAS UTILITIES - P	MIS315 - SPIRE		57.79	3,707.65			
08/20/2019	080919E	POPKT02028	42472	REC CENTER GAS UTILITIES - PKS	MIS315 - SPIRE		36.78	3,744.43			
30-800-62300	UTILITIES OTHER-PKS								1,766.52		2,018.88
Post Date	Source Transaction	Packet Number	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
08/12/2019	0394-005858816	POPKT02019	42408	TRASH SERVICE - ALL DEPTS	REP425 - ALLIED SERVICES, LLC		252.36	2,018.88			

My Detail Report (Park Board Packet)

Date Range: 07/22/2019 - 08/26/2019

Account	Post Date	Packet Number	Source Transaction	Name	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance	Ending Balance
30-800-70000	08/12/2019	POPKT02014	60518496	VEHICLE EXPENSE FUEL-PKS	60518496	42413	VEHICLE & EQUIPMENT FUEL - LAW/STS	WRI110 - WEX BANK	3,191.57	743.78	3,935.35	3,935.35
									Project Account	743.78	3,935.35	
30-800-70100	08/12/2019	POPKT02014	60518496	EQUIPMENT FUEL-PKS	60518496	42413	VEHICLE & EQUIPMENT FUEL - LAW/STS	WRI110 - WEX BANK	2,055.30	423.78	2,479.08	2,479.08
									Project Account	423.78	2,479.08	
30-800-71000	08/26/2019	POPKT02043	2367-250487	VEHICLE EXPENSE OTHER-PKS	2367-250487		OIL FILTER-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC	1,177.90	2.69	1,180.59	1,180.59
									Project Account	2.69	1,180.59	
30-800-71100	07/22/2019	POPKT01985	535726	EQUIP REPAIRS/MAINT-PKS	535726	42392	THE MOWER SHOP LAWN MOWER CLU	Vendor	2,064.65	926.90	2,991.55	2,991.55
							ANTIFREEZE-PKS	COMMIGN - COMMERCE CREDIT CARD SER	Project Account	301.50	2,366.15	
							GRASSHOPPER MOWER SPRING-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		21.98	2,388.13	2,388.13
							PVC TEE & COUPLINGS-PKS	KUB275 - KUBOTA OF THE OZARKS		2.48	2,390.61	2,390.61
							ANTIFREEZE - PKS	LOW505 - LOWE'S CREDIT SERVICES		19.14	2,409.75	2,409.75
							CLAMPS & COUPLING-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		12.98	2,422.73	2,422.73
							CLAMP - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		11.99	2,434.72	2,434.72
							BATTERY CLAMPS-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		0.73	2,435.45	2,435.45
							MOWER BELTS - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		5.29	2,440.74	2,440.74
							RADIATOR REPAIR PARTS-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		11.44	2,452.18	2,452.18
							OIL, FILTER, & ANTIFREEZE-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		8.32	2,460.50	2,460.50
							EQUIPMENT OIL & FILTERS-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		39.13	2,499.63	2,499.63
							MOWER BELT-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		34.20	2,533.83	2,533.83
							TIRE REPAIR KIT-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		22.88	2,556.71	2,556.71
							TRAILER ADAPTER-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		1.44	2,558.15	2,558.15
							MOWER BELT-PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		21.99	2,580.14	2,580.14
							LAWN TRACTOR TIRES (x2) - PKS	ORE145 - O'REILLY AUTOMOTIVE, INC		36.41	2,616.55	2,616.55
							MOWER TIRE - PKS	JOE400 - JOE'S TIRE SHOP		208.00	2,824.55	2,824.55
							MOWER TIRE - PKS	JOE400 - JOE'S TIRE SHOP		76.00	2,900.55	2,900.55
							MOWER TIRE - PKS	JOE400 - JOE'S TIRE SHOP		91.00	2,991.55	2,991.55
30-800-90000	08/02/2019	PYPKT00520	PYPKT00520 - 7/14/19	SALARIES-PKS	PYPKT00520 - 7/14/19			Vendor	106,397.68	13,033.52	119,431.20	119,431.20
									Project Account	6,516.92	112,914.60	
										6,516.60	119,431.20	119,431.20
30-800-91000	08/02/2019	PYPKT00520	PYPKT00520 - 7/14/19	SALARIES SEASONAL-PKS	PYPKT00520 - 7/14/19			Vendor	126,618.25	63,461.07	190,079.32	190,079.32
									Project Account	33,812.61	160,430.86	
										29,648.46	190,079.32	190,079.32

My Detail Report (Park Board Packet)

Date Range: 07/22/2019 - 08/26/2019

Account	Post Date	Packet Number	Source Transaction	Name	Description	Vendor	Beginning Balance	Total Activity	Ending Balance
30-800-91500				PAYROLL TAXES-PKS			17,687.91	5,829.18	23,517.09
	08/02/2019	PYPKT00520	PYPKT00520 - 7/14/19		PYPKT00520 - 7/14/19 - 7/27/19: Paid 8		Project Account	Amount	Running Balance
	08/16/2019	PYPKT00524	PYPKT00524 - 7/28/19		PYPKT00524 - 7/28/19 - 8/10/19: Paid 8			3,073.92	20,761.83
30-800-92000				RETIREMENT-PKS			6,700.48	925.43	7,625.91
	08/02/2019	PYPKT00520	PYPKT00520 - 7/14/19		PYPKT00520 - 7/14/19 - 7/27/19: Paid 8		Project Account	Amount	Running Balance
	08/16/2019	PYPKT00524	PYPKT00524 - 7/28/19		PYPKT00524 - 7/28/19 - 8/10/19: Paid 8			462.74	7,163.22
30-800-92500				UNIFORMS-PKS			1,006.34	127.59	1,133.93
	08/12/2019	POPKT02019	340142364		UNIFORM ALLOWANCE - STS/W/S/PKS	AMP100 - AMERIPRIDE SERVICES INC	Project Account	Amount	Running Balance
30-800-93000				GROUP INSURANCE-PKS			27,948.52	3,662.88	31,611.40
	08/02/2019	PYPKT00520	PYPKT00520 - 7/14/19		PYPKT00520 - 7/14/19 - 7/27/19: Paid 8		Project Account	Amount	Running Balance
	08/16/2019	PYPKT00524	PYPKT00524 - 7/28/19		PYPKT00524 - 7/28/19 - 8/10/19: Paid 8			1,846.19	29,794.71

Total Fund: 30 - PARKS FUND: Beginning Balance: 416,532.93 Total Activity: 114,808.12 Ending Balance: 531,341.05

Grand Totals: Beginning Balance: 416,532.93 Total Activity: 114,808.12 Ending Balance: 531,341.05

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
30 - PARKS FUND	416,532.93	114,808.12	531,341.05
Grand Total:	416,532.93	114,808.12	531,341.05



		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	(Unfavorable)	Remaining
Fund: 30 - PARKS FUND							
Revenue							
<u>30-800-40000</u>	ADVERTISING REVENUE (PARKS)	30,652.50	30,652.50	1,200.00	28,106.71	-2,545.79	8.31 %
<u>30-800-40400</u>	CONCESSION INCOME	43,000.00	43,000.00	3,358.21	34,591.43	-8,408.57	19.55 %
<u>30-800-40600</u>	FACILITY INCOME	30,000.00	30,000.00	1,840.50	24,653.51	-5,346.49	17.82 %
<u>30-800-40800</u>	MISCELLANEOUS INCOME-PKS	500.00	500.00	0.00	14,022.31	13,522.31	2,804.46 %
<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	70,000.00	5,178.50	81,567.60	11,567.60	116.53 %
<u>30-800-41300</u>	FRANCHISE MOBILE PHONE TOWE	13,500.00	13,500.00	0.00	8,090.54	-5,409.46	40.07 %
<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	1,000.00	0.00	2,373.17	1,373.17	237.32 %
<u>30-800-45300</u>	TAX REAL ESTATE-PKS	60,500.00	60,500.00	123.82	52,902.21	-7,597.79	12.56 %
<u>30-800-45400</u>	TAX SALES & USE REVENUES-PKS	225,000.00	225,000.00	0.00	153,868.78	-71,131.22	31.61 %
<u>30-800-45500</u>	TAX SALES CAP IMP-PKS	232,000.00	232,000.00	12,672.80	151,777.85	-80,222.15	34.58 %
<u>30-800-46000</u>	TRANSFER FROM GCG	236,000.00	236,000.00	0.00	95,000.00	-141,000.00	59.75 %
<u>30-800-47000</u>	ADULT PROGRAMS-PKS	7,500.00	7,500.00	442.00	8,258.00	758.00	110.11 %
<u>30-800-47100</u>	YOUTH PROGRAMS-PKS	3,000.00	3,000.00	0.00	1,000.50	-1,999.50	66.65 %
<u>30-800-47200</u>	YOUTH CAMP-PKS	95,000.00	95,000.00	9,477.50	73,742.50	-21,257.50	22.38 %
<u>30-800-47300</u>	YOUTH SPORTS-PKS	62,500.00	62,500.00	4,818.00	44,861.13	-17,638.87	28.22 %
<u>30-800-48000</u>	FREEDOM FEST INCOME	3,500.00	3,500.00	55.00	3,571.00	71.00	102.03 %
<u>30-800-48100</u>	SPECIAL EVENT INCOME	9,000.00	9,000.00	165.00	6,200.50	-2,799.50	31.11 %
<u>30-800-48200</u>	SHIRT INCOME	3,500.00	3,500.00	60.00	730.00	-2,770.00	79.14 %
	Revenue Total:	1,134,952.50	1,134,952.50	39,391.33	788,567.74	-346,384.76	30.52 %
Expense							
<u>30-800-50000</u>	CHEMICALS-PKS	10,000.00	10,000.00	0.00	14,130.08	-4,130.08	-41.30 %
<u>30-800-50110</u>	SUPPLIES - GROUNDS	450.00	450.00	75.98	205.90	244.10	54.24 %
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	1,250.00	1,250.00	104.92	965.88	284.12	22.73 %
<u>30-800-50140</u>	SUPPLIES-AQUATIC	9,000.00	9,000.00	458.84	4,817.63	4,182.37	46.47 %
<u>30-800-50150</u>	SUPPLIES-SPORTS SHIRTS (PARKS)	12,000.00	12,000.00	0.00	4,750.74	7,249.26	60.41 %
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS	5,000.00	5,000.00	960.16	1,849.54	3,150.46	63.01 %
<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	1,873.53	5,470.77	3,529.23	39.21 %
<u>30-800-50180</u>	SUPPLIES SPORTS-PKS	9,000.00	9,000.00	0.00	5,058.06	3,941.94	43.80 %
<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	1,244.50	15,394.56	7,105.44	31.58 %
<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	14,000.00	0.00	16,323.79	-2,323.79	-16.60 %
<u>30-800-50500</u>	BUILDING MAINTENANCE-PKS	7,500.00	7,500.00	98.61	7,333.36	166.64	2.22 %
<u>30-800-50550</u>	CUSTODIAL SUPPLIES-PKS	6,000.00	6,000.00	0.00	3,994.97	2,005.03	33.42 %
<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	531.66	468.34	46.83 %
<u>30-800-50750</u>	POSTAGE-PKS	150.00	150.00	3.98	24.17	125.83	83.89 %
<u>30-800-51000</u>	REPAIRS AND MAINTENANCE-PKS	1,800.00	1,800.00	191.49	535.43	1,264.57	70.25 %
<u>30-800-52000</u>	SUPPLIES SMALL EQUIPMENT-PKS	7,800.00	7,800.00	163.18	2,099.09	5,700.91	73.09 %
<u>30-800-55200</u>	ADVERTISING-PKS	2,700.00	2,700.00	75.31	1,828.26	871.74	32.29 %
<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	2,727.00	0.00	2,004.77	722.23	26.48 %
<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	100.00	1,746.00	1,254.00	41.80 %
<u>30-800-55850</u>	EQUIPMENT RENTAL-PKS	2,100.00	2,100.00	668.29	1,364.17	735.83	35.04 %
<u>30-800-56000</u>	INSURANCE-PKS	33,000.00	33,000.00	0.00	21,196.58	11,803.42	35.77 %
<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: 08/31/2019

		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	251.95	5,137.15	862.85	14.38 %
<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	687.14	762.86	52.61 %
<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	2,800.00	0.00	3,052.00	-252.00	-9.00 %
<u>30-800-57400</u>	EQUIPMENT/SOFTWARE CONTRAC	10,000.00	10,000.00	318.32	8,114.37	1,885.63	18.86 %
<u>30-800-61000</u>	TELEPHONE-PKS	3,750.00	3,750.00	263.72	2,494.00	1,256.00	33.49 %
<u>30-800-61050</u>	INTERNET-PARKS	4,700.00	4,700.00	386.58	4,347.37	352.63	7.50 %
<u>30-800-62000</u>	UTILITIES ELECTRIC-PKS	45,450.00	45,450.00	7,291.60	30,261.41	15,188.59	33.42 %
<u>30-800-62100</u>	UTILITIES GAS PKS	5,050.00	5,050.00	94.57	3,744.43	1,305.57	25.85 %
<u>30-800-62300</u>	UTILITIES OTHER-PKS	4,040.00	4,040.00	252.36	2,018.88	2,021.12	50.03 %
<u>30-800-70000</u>	VEHICLE EXPENSE FUEL-PKS	5,050.00	5,050.00	743.78	3,935.35	1,114.65	22.07 %
<u>30-800-70100</u>	EQUIPMENT FUEL-PKS	5,555.00	5,555.00	423.78	2,479.08	3,075.92	55.37 %
<u>30-800-71000</u>	VEHICLE EXPENSE OTHER-PKS	2,500.00	2,500.00	2.69	1,180.59	1,319.41	52.78 %
<u>30-800-71100</u>	EQUIP REPAIRS/MAINT-PKS	5,500.00	5,500.00	600.94	2,991.55	2,508.45	45.61 %
<u>30-800-90000</u>	SALARIES-PKS	232,512.86	232,512.86	13,033.52	119,431.20	113,081.66	48.63 %
<u>30-800-90500</u>	SALARIES OVERTIME-PKS	300.00	300.00	0.00	433.32	-133.32	-44.44 %
<u>30-800-91000</u>	SALARIES SEASONAL-PKS	186,500.00	186,500.00	63,461.07	190,079.32	-3,579.32	-1.92 %
<u>30-800-91500</u>	PAYROLL TAXES-PKS	33,545.03	33,545.03	5,829.18	23,517.09	10,027.94	29.89 %
<u>30-800-92000</u>	RETIREMENT-PKS	16,519.88	16,519.88	925.43	7,625.91	8,893.97	53.84 %
<u>30-800-92500</u>	UNIFORMS-PKS	1,500.00	1,500.00	127.59	1,133.93	366.07	24.40 %
<u>30-800-93000</u>	GROUP INSURANCE-PKS	49,090.90	49,090.90	3,662.88	31,611.40	17,479.50	35.61 %
<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	1,134,890.67	103,758.75	827,950.45	306,940.22	27.05 %
	Fund: 30 - PARKS FUND Surplus (Deficit):	61.83	61.83	-64,367.42	-39,382.71	-39,444.54	3,795.15 %
	Report Surplus (Deficit):	61.83	61.83	-64,367.42	-39,382.71	-39,444.54	3,795.15 %

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	1,134,952.50	39,391.33	788,567.74	-346,384.76	30.52 %
Expense	1,134,890.67	1,134,890.67	103,758.75	827,950.45	306,940.22	27.05 %
Fund: 30 - PARKS FUND Surplus (Deficit):	61.83	61.83	-64,367.42	-39,382.71	-39,444.54	3,795.15 %
Report Surplus (Deficit):	61.83	61.83	-64,367.42	-39,382.71	-39,444.54	3,795.15 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
30 - PARKS FUND	61.83	61.83	-64,367.42	-39,382.71	-39,444.54
Report Surplus (Deficit):	61.83	61.83	-64,367.42	-39,382.71	-39,444.54

Baseball

Expense

Revenue

Staff	Hours	Cost/Hour	Total Cost	Income	Total Weekly Revenue
Week 1					
Supervisor	0	0	0.00		
Ref	6	9	54.00		
Ref	6	10	60.00		
Ref	6	15	90.00		
Extra	7	7.85	54.95		
Gate	7.5	7.85	58.88	477.00	
Concessions	8	7.85	62.80	354.25	
Total			380.63	831.25	450.63
Week 2					
Supervisor			0.00		
Ref	6	9	54.00		
Ref	6	10	60.00		
Ref	6	15	90.00		
Extra	7	7.85	54.95		
Gate	7.5	7.85	58.88	515.86	
Concessions	8	7.85	62.80	491.75	
Total			380.63	1,007.61	626.99
Week 3					
Supervisor	0	0	0.00		
Ref	5	9	45.00		
Ref	5	10	50.00		
Ref	6	15	90.00		
Extra	7	7.85	54.95		
Gate	8	7.85	62.80	300.00	
Concessions	8	7.85	62.80	303.10	
Total			365.55	603.10	237.55

Week 4

Supervisor	0	0	0.00		
Ref	10	9	90.00		
Ref	5	10	50.00		
Ref	0	15	0.00		
Extra	7	7.85	54.95		
Gate	8	7.85	62.80	422.90	
Concessions	9	7.85	70.65	297.50	
Total			328.40	720.40	392.00

Week 5

Supervisor	0	0	0.00		
Ref	11	9	99.00		
Ref	6	10	60.00		
Ref	0	15	0.00		
Extra	7	7.85	54.95		
Gate	7.75	7.85	60.84	402.00	
Concessions	9	7.85	70.65	360.00	
Total			345.44	762.00	416.56

Week 6

Supervisor	0	0	0.00		
Ref	5	9	45.00		
Ref	5	10	50.00		
Ref	0	15	0.00		
Extra	7	7.85	54.95		
Gate	7.5	7.85	58.88	349.00	
Concessions	8	7.85	62.80	193.55	
Total			271.63	542.55	270.93

Week 7

Supervisor	0	0	0.00		
Ref	0	15	0.00		
Ref	0	7.85	0.00		
Ref			0.00		
Ref			0.00		
Extra	0	7.85	0.00		
Extra	0	7.85	0.00		
Gate	0	7.85	0.00		
Concessions	0	7.85	0.00		
Concessions					
Total			0.00	0.00	0.00

1,800.64 4,466.91 2,394.65 5,060.92

Registrations	192	\$8,912.50	
Team Registration	1	\$275.00	
Gate			2,466.76

Concession Cost	-\$666.70
Gate/Concession	\$4,466.91
Staffing	-\$1,800.64
Ice Cream	-\$88.21
Equipment	-\$490.81
T-shirts	-\$1,398.94
Total Baseball Revenue =	\$9,209.11

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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
Sponsorships*		≈	\$ 11,000.00
			\$ -
Gross Revenue			<u>\$ 16,070.00</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)
Band	\$ (2,500.00)
Total expense	<u>\$ (14,607.24)</u>
Total Revenue	\$ 1,462.76

