

MEETING AGENDA AND PACKET

**PARK BOARD
Regular Meeting**

**July 29th, 2021
7:00 PM-Willard City Hall
224 W. Jackson Street**

PARK BOARD MEMBERS

Blaine Kennard, President
Valorie Simpson, Vice-President
Craig Baird- Secretary
Fred Burk
Troy Winingear
Stephanie Polites

Jason Knight, Park Director



AGENDA ITEM #1

Roll Call

AGENDA ITEM 2

Agenda Amendments / Approval of the Agenda

**CITY OF WILLARD
PARK BOARD
July 29th, 2021
7:00 P.M.**

Notice posted on July 27, 2021.

Notice is hereby given that the City of Willard Park Board will conduct a meeting at 7:00 p.m., July 29th, 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 6/24/2021
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 #3

Approval of Minutes

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City of Willard, Missouri

Park Board Meeting

June 24, 2021

The Willard Park Board met on Thursday, June 24, 2021, at the Willard City Hall in Willard, MO.

Board Members Present:

President Blaine Kennard, Vice President Valorie Simpson, Secretary Craig Baird, Troy Winingear, Fred Burk.

Board Members Absent: Stephanie Polites.

Staff Present: Park Director Jason Knight.

Visitors Present: none.

President Kennard called the meeting to order at 7:00 p.m.

1. Roll Call:

Blaine Kennard - present, Valorie Simpson - present, Troy Winingear - present, Craig Baird - present, Fred Burk - present.

A quorum was established.

2. Approval of the Agenda:

Motion: Blaine moved to approve the agenda, with Agenda Item #3 amended to show approval of board meeting minutes from 6/3/21. Valorie seconded. The motion passed with 5 votes in favor and 0 votes against.

3. Approval of the Minutes from the Meeting on March 25, 2021:

Motion: Valorie moved to approve the minutes, amended to show the first approval line as Valorie Simpson,

Vice President (Blaine was absent from that meeting). Blaine seconded. The motion passed with 5 votes in

favor and 0 votes against.

4. Citizen's Input:

None.

5. Election of Officers:

New officers will begin their term at the end of the meeting.

A. President

Motion: Blaine moved to approve Valorie as President. Fred seconded. The motion passed with 4 votes in

favor and 0 votes against, with Valorie abstaining.

B. Vice President

Motion: Valorie moved to approve Fred as Vice President. Blaine seconded. The motion passed with 4 votes

in favor and 0 votes against, with Fred abstaining.

C. Secretary

Motion: Valorie moved to approve Craig as Secretary. Blaine seconded. The motion passed with 4 votes in

favor and 0 votes against, with Craig abstaining.

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6. Financial Statements:

The Board reviewed the financial statements in the packet.

Motion: Blaine moved to approve the financial statements. Valorie seconded. The motion passed with 5 votes

in favor and 0 votes against.

7. Director's Report:

Jason reviewed his report with the Board and discussed ongoing staffing challenges.

8. New Business:

Blaine tendered his resignation from the Park Board, effective after the next Park Board meeting.

He reviewed some of the highlights from his 22 years of service to the Board, including development of the Rec

Center, the Aquatic Center, the Veteran's Memorial, the Frisco Highline Sports Complex (soccer fields), Miller

Farm Park, and much more.

The Board thanked Blaine for his outstanding service to the Park Board and the Willard community.

9. Unfinished Business:

Valorie reviewed the following items with the Board:

A. Volunteer Appreciation Day: The Board reviewed the event, which was held on June 5, 2021. Sydney Stewart and Sam Mails coordinated the event, with approximately 15 people in attendance. It is hoped that

the event will grow in upcoming years.

B. Freedom Fest update: Jason gave the board an update, including discussion of the shuttle service, parking,

cancellation of the car show, the parade, the bands, and the fireworks.

Jason reviewed the following items with the Board:

A. Memorial Bench: The memorial bench for Laurie Pendergrass is in work. He is reviewing options for personalization, plaques, etc.

B. Trash Cans at Jackson Street Park: New cans are expensive, so he has come up with a way to improve the

appearance of existing cans with surrounds made of rings and pickets.

C. Recycle Center: Midwest Fiber is not picking up the mixed bin in a timely matter. This is causing litter and

dumping problems, possibly made worse by the extended hours of operation. He is reviewing options.

10. Adjourn Meeting:

Motion: Valorie moved to adjourn the meeting. Craig seconded. The motion passed with 5 votes in favor and 0 votes against. The meeting adjourned at 7:56 p.m.
Submitted by Craig Baird, Secretary.

Valorie Simpson, President

Craig Baird, Secretary

Jennifer Rowe, City Clerk

AGENDA ITEM # 4

Citizens Input

AGENDA ITEM # 5

Financial Statements: See Attached

AGENDA ITEM # 6

Director's Report

Parks & Recreation – Director's Report – July 2021

Quote of the Month

Everybody needs beauty as well as bread, places to play in and pray in, where nature may heal and give strength to body and soul. – John Muir

Budget

As stated on the June 2021 Director's Report, I have met with Carolyn to review the budget for amendments 6 months in. Repairs (planned and unplanned) continue to be a priority. Camp and Pool income seem to be increasing/steady as the summer progresses. Confidence in meeting revenue goals continues.

Event/Program Planning & Recap

Games have begun for baseball. Pool and Camp continue to see increasing/steady attendance. Camp is expected to continue to increase registration as summer school is out for the summer. Freedom Fest seems to have been a success with vendors, patrons, and staff alike. The new volunteer program seems to be off to a great start with 48 volunteers contributing time to Freedom Fest alone. Schedule changes due to COVID seem to be dissipating (if not entirely gone) as the year goes on.

Maintenance

Maintenance team is managing mowing and trimming duties without fault, though are not able to pull

ahead of the duties list to work on extras (mulching, flowers, painting). This is most likely due to part of our staff being temporarily out. We are confident in our remaining staff handling important tasks, as our volunteer program continues to grow and contribute to the completion of maintenance extras and wants.

New Playground Project

The playground committee has met multiple times in the past month to move the project forward. Some decisions were made on equipment and funding discussed. The project continues to have an organized, upbeat, and motivated force behind it with the new project management intern at the helm.

Hiring

Recreation side:

The pool is fully staffed, and guards continue to receive training for programming. Camp staff is full. Rec Center full time staff took a hit with our Camp Coordinator leaving us at the end of June. We are equipped with experienced staff to cover their position duties temporarily but will be hiring a full-time replacement soon.

Operations side:

Grounds is staffed, but maintenance is overall playing catch-up with the temporary absence of our Maintenance Supervisor. Staff count is holding as is for now.

AGENDA ITEM #8

New Business

AGENDA ITEM #9

Unfinished Business

AGENDA ITEM #10

Adjourn



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 30 - PARKS FUND							
Revenue							
30-800-40000	ADVERTISING REVENUE (PARKS)	25,000.00	25,000.00	2.00	17,692.00	-7,308.00	29.23 %
30-800-40400	CONCESSION INCOME	30,000.00	30,000.00	4,710.35	12,863.60	-17,136.40	57.12 %
30-800-40600	FACILITY INCOME	45,000.00	45,000.00	1,494.00	27,014.72	-17,985.28	39.97 %
30-800-40800	MISCELLANEOUS INCOME-PKS	1,500.00	2,000.00	1,560.00	3,237.00	1,237.00	161.85 %
30-800-40850	CONVENIENCE FEE-PKS	0.00	2,000.00	0.08	1,922.86	-77.14	3.86 %
30-800-40900	PARK FEES-PKS	15,000.00	15,000.00	250.00	2,500.00	-12,500.00	83.33 %
30-800-40950	SWIM POOL INCOME	75,000.00	75,000.00	11,488.75	62,811.25	-12,188.75	16.25 %
30-800-41300	FRANCHISE MOBILE PHONE TOWE	13,635.34	13,635.34	0.00	7,204.26	-6,431.08	47.16 %
30-800-42000	GRANT REVENUES-PKS	0.00	0.00	0.00	6,003.26	6,003.26	0.00 %
30-800-43000	INTEREST INCOME-PKS	1,206.00	1,206.00	0.00	37.62	-1,168.38	96.88 %
30-800-45300	TAX REAL ESTATE-PKS	60,601.50	63,000.00	0.00	62,755.76	-244.24	0.39 %
30-800-45400	TAX SALES & USE REVENUES-PKS	250,000.00	250,000.00	26,808.11	168,771.48	-81,228.52	32.49 %
30-800-45500	TAX SALES CAP IMP-PKS	250,000.00	250,000.00	0.00	128,195.54	-121,804.46	48.72 %
30-800-46000	TRANSFER FROM GCG	220,000.00	150,000.00	0.00	75,000.00	-75,000.00	50.00 %
30-800-46500	TRANSFER IN PARKS	5,000.00	55,000.00	0.00	0.00	-55,000.00	100.00 %
30-800-47000	ADULT PROGRAMS-PKS	9,000.00	9,000.00	0.00	115.00	-8,885.00	98.72 %
30-800-47100	YOUTH PROGRAMS-PKS	2,500.00	2,500.00	0.00	20.00	-2,480.00	99.20 %
30-800-47200	YOUTH CAMP-PKS	90,000.00	90,000.00	12,127.20	28,823.32	-61,176.68	67.97 %
30-800-47300	YOUTH SPORTS-PKS	45,000.00	45,000.00	860.00	19,791.95	-25,208.05	56.02 %
30-800-48000	FREEDOM FEST INCOME	3,500.00	3,500.00	0.00	3,234.00	-266.00	7.60 %
30-800-48100	SPECIAL EVENT INCOME	10,000.00	10,000.00	213.00	1,916.50	-8,083.50	80.84 %
30-800-48200	SHIRT INCOME	600.00	600.00	0.00	0.00	-600.00	100.00 %
	Revenue Total:	1,152,542.84	1,137,441.34	59,513.49	629,910.12	-507,531.22	44.62 %
Expense							
30-800-50000	CHEMICALS-PKS	10,000.00	10,000.00	2,782.67	8,640.67	1,359.33	13.59 %
30-800-50110	SUPPLIES - GROUNDS	400.00	400.00	153.75	203.19	196.81	49.20 %
30-800-50130	SUPPLIES GENERAL-PKS	1,500.00	1,500.00	190.70	624.22	875.78	58.39 %
30-800-50140	SUPPLIES-AQUATIC	7,000.00	7,000.00	808.00	5,512.27	1,487.73	21.25 %
30-800-50150	SUPPLIES-SPORTS SHIRTS (PARKS)	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
30-800-50170	SUPPLIES SPECIAL ACTIVITY-PKS	5,500.00	5,500.00	42.05	1,927.23	3,572.77	64.96 %
30-800-50175	SUPPLIES YOUTH PROGRAM-PKS	1,000.00	1,000.00	0.00	19.98	980.02	98.00 %
30-800-50177	SUPPLIES-YOUTH CAMP	9,000.00	9,000.00	400.33	974.24	8,025.76	89.18 %
30-800-50180	SUPPLIES SPORTS-PKS	9,000.00	9,000.00	200.82	2,273.54	6,726.46	74.74 %
30-800-50190	TREE CITY USA-PKS	8,500.00	8,500.00	0.00	75.00	8,425.00	99.12 %
30-800-50200	CONCESSIONS-PKS	14,000.00	14,000.00	3,142.46	8,820.07	5,179.93	37.00 %
30-800-50210	TURF MAINTENANCE-PKS	4,500.00	4,500.00	0.00	458.77	4,041.23	89.81 %
30-800-50450	FREEDOM FEST EXPENSE	15,000.00	18,000.00	125.00	16,680.98	1,319.02	7.33 %
30-800-50500	BUILDING MAINTENANCE-PKS	7,500.00	7,500.00	1,144.76	5,121.36	2,378.64	31.72 %
30-800-50550	CUSTODIAL SUPPLIES-PKS	4,500.00	4,500.00	291.25	3,791.27	708.73	15.75 %
30-800-50600	MISCELLANEOUS EXPENSE-PKS	100.00	100.00	0.00	0.00	100.00	100.00 %
30-800-50700	OFFICE SUPPLIES-PKS	1,000.00	1,000.00	21.99	436.28	563.72	56.37 %
30-800-50750	POSTAGE-PKS	100.00	100.00	1.02	31.08	68.92	68.92 %
30-800-51000	REPAIRS AND MAINTENANCE-PKS	2,020.00	4,000.00	0.00	2,327.80	1,672.20	41.81 %
30-800-52000	SUPPLIES SMALL EQUIPMENT-PKS	4,700.00	4,700.00	104.89	2,045.05	2,654.95	56.49 %
30-800-55200	ADVERTISING-PKS	2,300.00	2,300.00	1,367.18	3,423.83	-1,123.83	-48.86 %
30-800-55400	AUDIT EXPENSE-PKS	500.00	500.00	0.00	500.00	0.00	0.00 %
30-800-55500	BANK/CREDIT CARD FEES-PKS	100.00	2,000.00	0.00	881.61	1,118.39	55.92 %
30-800-55600	CONTRACT LABOR-PKS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
30-800-55800	DUES AND SUBSCRIPTIONS-PKS	2,500.00	2,500.00	0.00	1,603.12	896.88	35.88 %
30-800-55850	EQUIPMENT RENTAL-PKS	2,000.00	2,000.00	475.00	884.68	1,115.32	55.77 %

Yearly Progress

For Fiscal: 2021 Period Ending: 07/31/2021

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>30-800-56000</u>	INSURANCE-PKS	34,898.37	34,898.37	216.50	17,342.55	17,555.82	50.31 %
<u>30-800-56200</u>	LEGAL-PKS	1,000.00	1,000.00	0.00	434.00	566.00	56.60 %
<u>30-800-56400</u>	PROFESSIONAL-PKS	5,000.00	5,000.00	222.00	1,885.20	3,114.80	62.30 %
<u>30-800-56450</u>	CONTRACT SERVICES/SECURITY-PK	603.00	603.00	150.00	450.00	153.00	25.37 %
<u>30-800-56500</u>	SAFETY PROGRAM-PKS	1,500.00	1,500.00	78.50	795.49	704.51	46.97 %
<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	480.00	2,502.00	998.00	28.51 %
<u>30-800-57400</u>	EQUIPMENT/SOFTWARE CONTRAC	11,000.00	11,000.00	173.72	7,172.75	3,827.25	34.79 %
<u>30-800-61000</u>	TELEPHONE-PKS	3,200.00	3,200.00	261.72	1,828.97	1,371.03	42.84 %
<u>30-800-61050</u>	INTERNET-PARKS	4,600.00	4,600.00	380.02	2,655.14	1,944.86	42.28 %
<u>30-800-62000</u>	UTILITIES ELECTRIC-PKS	48,000.00	48,000.00	4,454.82	16,221.90	31,778.10	66.20 %
<u>30-800-62100</u>	UTILITIES GAS PKS	5,000.00	5,000.00	95.65	3,091.63	1,908.37	38.17 %
<u>30-800-62300</u>	UTILITIES OTHER-PKS	3,600.00	3,600.00	294.35	2,060.45	1,539.55	42.77 %
<u>30-800-70000</u>	VEHICLE EXPENSE FUEL-PKS	5,000.00	5,000.00	803.39	2,769.80	2,230.20	44.60 %
<u>30-800-70100</u>	EQUIPMENT FUEL-PKS	4,000.00	4,000.00	460.62	1,375.20	2,624.80	65.62 %
<u>30-800-71000</u>	VEHICLE REPAIR & MAINT-PKS	2,000.00	2,000.00	41.50	1,434.03	565.97	28.30 %
<u>30-800-71100</u>	EQUIPMENT REPAIR & MAINT-PKS	5,000.00	5,000.00	335.45	2,317.16	2,682.84	53.66 %
<u>30-800-75000</u>	VEHICLE LEASE-PKS	0.00	8,750.00	0.00	820.47	7,929.53	90.62 %
<u>30-800-90000</u>	SALARIES-PKS	177,377.95	151,050.59	16,083.07	90,552.84	60,497.75	40.05 %
<u>30-800-90500</u>	SALARIES OVERTIME-PKS	500.00	500.00	2,292.55	2,619.92	-2,119.92	-423.98 %
<u>30-800-91000</u>	SALARIES SEASONAL-PKS	280,000.00	280,000.00	39,949.35	66,865.17	213,134.83	76.12 %
<u>30-800-91500</u>	PAYROLL TAXES-PKS	36,630.24	34,524.05	4,446.91	12,139.65	22,384.40	64.84 %
<u>30-800-92000</u>	RETIREMENT-PKS	12,558.33	12,558.33	880.42	5,918.28	6,640.05	52.87 %
<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	2,572.71	18,114.63	21,418.30	54.18 %
<u>30-800-95100</u>	CAPITAL ASSET EXP-PKS	17,000.00	17,000.00	0.00	1,218.69	15,781.31	92.83 %
<u>30-800-95500</u>	CAPITAL ASSET EXP EQUIPMENT-PK	25,000.00	22,550.00	0.00	19,138.00	3,412.00	15.13 %
<u>30-800-96000</u>	PRINCIPAL EXPENSE-PKS	200,000.00	200,000.00	0.00	200,000.00	0.00	0.00 %
<u>30-800-96200</u>	INTEREST EXPENSE-PKS	95,000.00	95,000.00	0.00	48,727.80	46,272.20	48.71 %
<u>30-800-96400</u>	FISCAL AGENT FEES	1,500.00	1,500.00	0.00	1,534.24	-34.24	-2.28 %
	Expense Total:	1,149,220.82	1,133,967.27	85,925.12	599,242.20	534,725.07	47.16 %
	Fund: 30 - PARKS FUND Surplus (Deficit):	3,322.02	3,474.07	-26,411.63	30,667.92	27,193.85	-782.77 %
	Report Surplus (Deficit):	3,322.02	3,474.07	-26,411.63	30,667.92	27,193.85	-782.77 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
Fund: 30 - PARKS FUND						
Revenue	1,152,542.84	1,137,441.34	59,513.49	629,910.12	-507,531.22	44.62 %
Expense	1,149,220.82	1,133,967.27	85,925.12	599,242.20	534,725.07	47.16 %
Fund: 30 - PARKS FUND Surplus (Deficit):	3,322.02	3,474.07	-26,411.63	30,667.92	27,193.85	-782.77 %
Report Surplus (Deficit):	3,322.02	3,474.07	-26,411.63	30,667.92	27,193.85	-782.77 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
30 - PARKS FUND	3,322.02	3,474.07	-26,411.63	30,667.92	27,193.85
Report Surplus (Deficit):	3,322.02	3,474.07	-26,411.63	30,667.92	27,193.85



City of Willard, MO

My Detail Report (Park Board Packet)

Date Range: 06/24/2021 - 07/29/2021

Account Name Beginning Balance Total Activity Ending Balance

Fund: 30 - PARKS FUND

[30-800-50000](#) CHEMICALS-PKS 5,858.00 2,782.67 8,640.67

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/20/2021	POPKT03179	8973		POOL CHEMICALS - PKS	BWP100 - WALDEN CHEMICAL d/b/a BLUE		2,046.67	7,904.67
07/26/2021	POPKT03181	31318		POOL CHEMICALS - PKS	REN390 - RENEGADE CHEMICALS LLC		736.00	8,640.67

[30-800-50110](#) SUPPLIES - GROUNDS 49.44 153.75 203.19

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/06/2021	POPKT03156	2759	45252	TRASH CAN COVER RINGS & LIDS-PKS	TWL100 - TEK-KNOW LLC & WILLARD LASE		153.75	203.19

[30-800-50130](#) SUPPLIES GENERAL-PKS 389.94 234.28 624.22

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/28/2021	POPKT03146	D47052	45257	CUSTODIAL, REPAIR, & MAINTENANCE	WTV100 - WILLARD HOME CENTER LLC		43.58	433.52
07/02/2021	POPKT03156	550356723	45214	PEST CONTROL SERVICE - ALL DEPTS	SPS150 - SCHELDEL PEST SERVICES		40.00	473.52
07/20/2021	POPKT03176	7001589872		5/8 INCH GRAVEL - STS	CON170 - CONCO COMPANIES		150.70	624.22

[30-800-50140](#) SUPPLIES-AQUATIC 4,348.27 1,164.00 5,512.27

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/28/2021	POPKT03146	060221	DFT0001528	SPRINGFIELD WARRIOR CAMP FIELD TRI	COMMGN - COMMERCE CREDIT CARD SER		42.39	4,390.66
06/28/2021	POPKT03146	060821	DFT0001528	LIFEGUARD STORE GUARD SUITS - PKS	COMMGN - COMMERCE CREDIT CARD SER		42.25	4,432.91
06/28/2021	POPKT03146	061821	DFT0001528	SMC ELECTRIC POOL REPAIR PARTS - PK	COMMGN - COMMERCE CREDIT CARD SER		47.24	4,480.15
06/28/2021	POPKT03146	062121	DFT0001528	DOMINOS POOL PARTY PIZZA - PKS	COMMGN - COMMERCE CREDIT CARD SER		17.97	4,498.12
06/28/2021	POPKT03146	19693135	DFT0001528	SWIM OUTLET SWIM TEAM KICKBOARD	COMMGN - COMMERCE CREDIT CARD SER		191.20	4,689.32
06/28/2021	POPKT03146	4696239		AMAZON POOL VACUUM LEAF BAGS (x	COMMGN - COMMERCE CREDIT CARD SER		14.95	4,704.27
07/06/2021	POPKT03160	070621	45215	SWIM MEET FEES - PKS	OCI150 - OZARK COMMUNITY CENTER		808.00	5,512.27

[30-800-50170](#) SUPPLIES SPECIAL ACTIVITY-PKS 1,885.18 42.05 1,927.23

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/20/2021	POPKT03173	08364G		MENARDS SAFETY FENCE & DROP CLOT	COMMGN - COMMERCE CREDIT CARD SER		42.05	1,927.23

Account [30-800-50177](#)
 Name SUPPLIES-YOUTH CAMP
 Beginning Balance 573.91
 Total Activity 400.33
 Ending Balance 974.24

Post Date **Packet Number** **Source Transaction** **Pmt Number** **Description** **Vendor** **Project Account** **Amount** **Running Balance**
 07/06/2021 POPKT03156 062121 45219 FLOUR FOR CAMP CRAFTS - PKS APM100 - APPLE MARKET 30.33 604.24
 07/26/2021 POPKT03185 03389G/02310G/0338 SKATELAND CAMP FIELD TRIP - PKS COMMIGN - COMMERCE CREDIT CARD SER 505.20 1,109.44
 07/26/2021 POPKT03185 070121 REGAL CINEMAS CAMP MOVIE TICKETS COMMIGN - COMMERCE CREDIT CARD SER 35.00 1,144.44
 07/26/2021 APPKT03335 03389G/02310G/0338 SKATELAND CAMP FIELD TRIP - PKS COMMIGN - COMMERCE CREDIT CARD SER -505.20 639.24
 07/26/2021 APPKT03335 03389G/02310G/0338 SKATELAND CAMP FIELD TRIP - PKS COMMIGN - COMMERCE CREDIT CARD SER 335.00 974.24

30-800-50180
 SUPPLIES SPORTS-PKS 2,072.72

Post Date **Packet Number** **Source Transaction** **Pmt Number** **Description** **Vendor** **Project Account** **Amount** **Running Balance**
 07/06/2021 POPKT03156 909151 45231 SWIM TEAM SUPPLIES-PKS LOW505 - LOWE'S CREDIT SERVICES 200.82 2,273.54

30-800-50200
 CONCESSIONS-PKS 5,264.73

Post Date **Packet Number** **Source Transaction** **Pmt Number** **Description** **Vendor** **Project Account** **Amount** **Running Balance**
 06/28/2021 POPKT03142 6709494746 DFT0001528 SAM'S NACHO CHIPS & TRAYS, FOOD P COMMIGN - COMMERCE CREDIT CARD SER 152.74 5,417.47
 06/28/2021 POPKT03146 1636183084 45206 SAM'S CLUB CONCESSIONS-PKS WALL10 - WALMART CAPITAL ONE 410.14 5,827.61
 06/29/2021 APPKT03305 3952252 45241 EMPTY CO2 TANK CREDIT - PKS OZA255 - OZARKS COCA COLA -150.00 5,677.61
 07/06/2021 POPKT03156 08296 SAM'S CLUB CONCESSIONS - PKS WALL10 - WALMART CAPITAL ONE 410.14 6,087.75
 07/06/2021 POPKT03156 26867233 45241 COKE PRODUCTS-PKS OZA255 - OZARKS COCA COLA 192.00 6,279.75
 07/12/2021 POPKT03166 176494 SAM'S CLUB CONCESSIONS - PKS WALL10 - WALMART CAPITAL ONE 462.70 6,742.45
 07/12/2021 POPKT03166 375176 SAM'S CLUB CONCESSIONS - PKS WALL10 - WALMART CAPITAL ONE 412.88 7,155.33
 07/12/2021 POPKT03166 953814 SAM'S CLUB CONCESSIONS - PKS WALL10 - WALMART CAPITAL ONE 177.54 7,332.87
 07/12/2021 POPKT03166 D45025 45257 CUSTODIAL, BUILDING MAINT & SM EQ WTV100 - WILLARD HOME CENTER LLC 41.98 7,374.85
 07/26/2021 POPKT03181 26881658 COKE PRODUCTS-PKS OZA255 - OZARKS COCA COLA 356.93 7,731.78
 07/26/2021 POPKT03181 26881665 COKE PRODUCTS-PKS OZA255 - OZARKS COCA COLA 192.00 7,923.78
 07/26/2021 POPKT03183 046861 SAM'S CLUB CONCESSIONS - PKS WALL10 - WALMART CAPITAL ONE 484.52 8,408.30
 07/26/2021 POPKT03183 26872954 COKE PRODUCTS-PKS OZA255 - OZARKS COCA COLA 199.05 8,607.35
 07/26/2021 POPKT03183 6033068 AMAZON POPCORN OIL - PKS COMMIGN - COMMERCE CREDIT CARD SER 42.52 8,649.87
 07/26/2021 POPKT03185 062821 McALLISTER'S FREEDOM FEST TEA - PKS COMMIGN - COMMERCE CREDIT CARD SER 170.20 8,820.07

30-800-50450
 FREEDOM FEST EXPENSE 16,401.50

Post Date **Packet Number** **Source Transaction** **Pmt Number** **Description** **Vendor** **Project Account** **Amount** **Running Balance**
 06/28/2021 POPKT03142 052121 DFT0001528 FLAGCO FREEDOM FEST FLAGS-PKS COMMIGN - COMMERCE CREDIT CARD SER 154.48 16,555.98
 07/12/2021 POPKT03166 642 45251 FREEDOM FEST ADVERTISING - PKS SQB100 - SQUIBB MEDIA, LLC 125.00 16,680.98

30-800-50500
 BUILDING MAINTENANCE-PKS 3,976.60

Post Date **Packet Number** **Source Transaction** **Pmt Number** **Description** **Vendor** **Project Account** **Amount** **Running Balance**
 07/06/2021 POPKT03156 2759 45252 TRASH CAN COVER RINGS & LIDS-PKS TWL100 - TEK-KNOW LLC & WILLARD LASE 871.25 4,847.85
 07/12/2021 POPKT03166 D45025 45257 CUSTODIAL, BUILDING MAINT & SM EQ WTV100 - WILLARD HOME CENTER LLC 273.51 5,121.36

My Detail Report (Park Board Packet)

Date Range: 06/24/2021 - 07/29/2021

Account	Name	Beginning Balance	Total Activity	Ending Balance				
30-800-50550	CUSTODIAL SUPPLIES-PKS	2,429.02	1,362.25	3,791.27				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/28/2021	POPKT03146	604366833	45196	T TISSUE, P TOWELS, TRASH LINERS, DIS	HIL100 - HILLYARD / SPRINGFIELD		1,062.22	3,491.24
06/28/2021	POPKT03146	D47052	45257	CUSTODIAL, REPAIR, & MAINTENANCE	WTV100 - WILLARD HOME CENTER LLC		8.78	3,500.02
07/06/2021	POPKT03156	922699	45231	TRASH CANS LUMBER & HARDWARE-PK	LOW505 - LOWE'S CREDIT SERVICES		258.00	3,758.02
07/06/2021	POPKT03156	B172573	45257	LYSOL SPRAY & ODOR OBSORBER - PKS	WTV100 - WILLARD HOME CENTER LLC		16.97	3,774.99
07/12/2021	POPKT03166	D45025	45257	CUSTODIAL, BUILDING MAINT & SM EQ	WTV100 - WILLARD HOME CENTER LLC		16.28	3,791.27
30-800-50700	OFFICE SUPPLIES-PKS					398.32	37.96	436.28
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/29/2021	POPKT03148	IN376740	45199	5/20 - 6/19 COPIES - PKS	LOS200 - LAKELAND OFFICE SYSTEMS		15.97	414.29
07/12/2021	POPKT03166	21546147		AMAZON EXPANDING FILE POCKETS - G	COMMGN - COMMERCE CREDIT CARD SER		3.17	417.46
07/27/2021	POPKT03185	IN381018		6/20 - 7/19 COPIES - PKS	LOS200 - LAKELAND OFFICE SYSTEMS		18.82	436.28
30-800-50750	POSTAGE-PKS					30.06	1.02	31.08
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/20/2021	POPKT03179	071521		STAMPS.COM POSTAGE - ALL DEPTS	COMMGN - COMMERCE CREDIT CARD SER		1.02	31.08
30-800-51000	REPAIRS AND MAINTENANCE-PKS					2,137.48	190.32	2,327.80
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/28/2021	POPKT03146	D47052	45257	CUSTODIAL, REPAIR, & MAINTENANCE	WTV100 - WILLARD HOME CENTER LLC		190.32	2,327.80
30-800-52000	SUPPLIES SMALL EQUIPMENT-PKS					1,917.58	127.47	2,045.05
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/28/2021	POPKT03146	D47052	45257	CUSTODIAL, REPAIR, & MAINTENANCE	WTV100 - WILLARD HOME CENTER LLC		22.58	1,940.16
07/12/2021	POPKT03166	D45025	45257	CUSTODIAL, BUILDING MAINT & SM EQ	WTV100 - WILLARD HOME CENTER LLC		104.89	2,045.05
30-800-55200	ADVERTISING-PKS					2,056.65	1,367.18	3,423.83
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/12/2021	POPKT03166	642	45251	FREEDOM FEST ADVERTISING - PKS	SQB100 - SQUIBB MEDIA, LLC		125.00	2,181.65
07/26/2021	POPKT03183	0190580-IN		SPONSOR BANNERS - PKS	CPI100 - COLORGRAPHIC PRINTING INC		358.72	2,540.37
07/26/2021	POPKT03183	0190581-IN		FREEDOM FEST BANNERS - PKS	CPI100 - COLORGRAPHIC PRINTING INC		156.38	2,696.75
07/26/2021	POPKT03183	0190582-IN		FREEDOM FEST YARD SIGNS - PKS	CPI100 - COLORGRAPHIC PRINTING INC		415.24	3,111.99
07/26/2021	POPKT03183	0190583-IN		FREEDOM FEST BANNERS - PKS	CPI100 - COLORGRAPHIC PRINTING INC		311.84	3,423.83
30-800-55500	BANK/CREDIT CARD FEES-PKS					875.07	6.54	881.61
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/30/2021	GLPKT15786	JIN02541		TO RECORD BANK AND CREDIT CARD FE			6.54	881.61

My Detail Report (Park Board Packet)

Date Range: 06/24/2021 - 07/29/2021

Account	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
30-800-55850		EQUIPMENT RENTAL-PKS					409.68	884.68
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/20/2021	POPKT03176	SW21-01		SHOW WAGON RENTAL & SET UP FEE -	SPB100 - SPRINGFIELD-GREENE COUNTY P		475.00	884.68
30-800-56000		INSURANCE-PKS					14,164.00	17,342.55
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/30/2021	GLPKT15786	JN02546		TO DISTRIBUTE INSURANCE EXPENSE			2,962.05	17,126.05
07/06/2021	POPKT03156	141421	45234	SPARTAN MOWER INSURANCE - PKS	MOP110 - MOPERM		24.00	17,150.05
07/12/2021	POPKT03166	70349075-2021	45222	BOND INSURANCE - ALL DEPTS	CNA110 - CNA SURETY		192.50	17,342.55
30-800-56400		PROFESSIONAL-PKS					1,663.20	1,885.20
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/27/2021	POPKT03185	1569		IT SERVICES - ALL DEPTS	VDS100 - VDS VISION LLC		222.00	1,885.20
30-800-56450		CONTRACT SERVICES/SECURITY-PKS					300.00	450.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/06/2021	POPKT03156	0668229-IN	45226	3rd QUARTER SECURITY MONITERING -	FED100 - FEDERAL PROTECTION INC		150.00	450.00
30-800-56500		SAFETY PROGRAM-PKS					716.99	795.49
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/07/2021	POPKT03162	168666	45228	COMMUNITY BUILDING FIRE SAFETY IN	KEN435 - KENCO FIRE EQUIPMENT, INC		78.50	795.49
30-800-56950		TRAINING & EDUCATION-PKS					1,782.00	2,502.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/28/2021	POPKT03142	052621	DFT0001528	RED CROSS LIFEGUARD TRAINING-PKS	COMMIGN - COMMERCE CREDIT CARD SER		240.00	2,022.00
07/12/2021	POPKT03166	O-0004136371		RED CROSS LIFEGUARD TRAINING-PKS	COMMIGN - COMMERCE CREDIT CARD SER		480.00	2,502.00
30-800-57400		EQUIPMENT/SOFTWARE CONTRACTS-PKS					6,999.03	7,172.75
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/15/2021	POPKT03176	6794210753903	45262	MONTHLY TIME CLOCK LEASE - ALL DEP	INF100 - QUEST SOFTWARE SYSTEMS INC		173.72	7,172.75
30-800-61000		TELEPHONE-PKS					1,517.25	1,828.97
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
06/28/2021	POPKT03146	062421	45198	CELL PHONE REIMBURSEMENT - PKS	JKN100 - JASON KNIGHT		50.00	1,567.25
07/13/2021	POPKT03166	9882598577	45256	CELL PHONE SERVICE - ALL DEPTS	VER100 - VERIZON WIRELESS		45.49	1,612.74
07/20/2021	POPKT03179	070221		NEXTIVA TELEPHONE EXPENSE - ALL DE	COMMIGN - COMMERCE CREDIT CARD SER		166.23	1,778.97
07/26/2021	POPKT03183	072221		CELL PHONE REIMBURSEMENT - PKS	JKN100 - JASON KNIGHT		50.00	1,828.97

My Detail Report (Park Board Packet)

Date Range: 06/24/2021 - 07/29/2021

Account	Name	Beginning Balance	Total Activity	Ending Balance
30-800-61050	INTERNET-PARKS	2,275.12	380.02	2,655.14
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/13/2021	POPKT03166	360358	45235	INTERNET SERVICE - ALL DEPTS
30-800-62000	UTILITIES ELECTRIC-PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/13/2021	POPKT03166	104	45230	ELECTRIC UTILITIES - ALL DEPTS
30-800-62100	UTILITIES GAS PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/20/2021	POPKT03179	070921C	45264	COMMUNITY BUILDING GAS UTILITIES -
07/20/2021	POPKT03179	070921E	45265	REC CENTER GAS UTILITIES - PKS
30-800-62300	UTILITIES OTHER-PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/13/2021	POPKT03166	0394-006531696	45218	TRASH EXPENSE - ALL DEPTS
30-800-70000	VEHICLE EXPENSE FUEL-PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/02/2021	POPKT03156	72410873	DFT0001527	VEHICLE & EQUIPMENT FUEL - LAW/STS
07/12/2021	POPKT03166	06921G		BULLSEYE EQUIPMENT TANK FUEL - PKS
30-800-70100	EQUIPMENT FUEL-PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/02/2021	POPKT03156	72410873	DFT0001527	VEHICLE & EQUIPMENT FUEL - LAW/STS
30-800-71000	VEHICLE REPAIR & MAINT-PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/12/2021	POPKT03166	5612		CUSTOM SHADE TINT MOWING DAMA
30-800-71100	EQUIPMENT REPAIR & MAINT-PKS			
Post Date	Packet Number	Source Transaction	Pmt Number	Description
07/12/2021	POPKT03166	2367-367829	45238	CONNECTOR KIT - PKS
07/12/2021	POPKT03166	2367-369585	45238	EQUIPMENT BATTERY - PKS
07/12/2021	POPKT03166	2367-369589	45238	BATTERY CORE - PKS
07/12/2021	POPKT03166	651838900		CARSTEN AUTO GLASS MOWING DAMA

Project Account	Amount	Running Balance
	380.02	2,655.14
	4,454.82	16,221.90
	95.65	3,091.63
	56.92	3,052.90
	38.73	3,091.63
	294.35	2,060.45
	294.35	2,060.45
	803.39	2,769.80
	503.40	2,469.81
	299.99	2,769.80
	460.62	1,375.20
	41.50	1,434.03
	335.45	2,317.16
	8.99	1,990.70
	85.63	2,076.33
	18.00	2,094.33
	222.83	2,317.16

My Detail Report (Park Board Packet)

Date Range: 06/24/2021 - 07/29/2021

Account	Name	Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Beginning Balance	Total Activity	Ending Balance
<u>30-800-90000</u>	SALARIES-PKS							74,469.77	16,083.07	90,552.84
		07/02/2021	PYPKT00831	PYPKT00831 - 6/13/21		PYPKT00831 - 6/13/21 - 6/26/21: Paid 7			8,290.79	82,760.56
		07/16/2021	PYPKT00839	PYPKT00839 - 6/27/21		PYPKT00839 - 6/27/21 - 7/10/21: Paid 7			7,792.28	90,552.84
<u>30-800-90500</u>	SALARIES OVERTIME-PKS							327.37	2,292.55	2,619.92
		07/02/2021	PYPKT00831	PYPKT00831 - 6/13/21		PYPKT00831 - 6/13/21 - 6/26/21: Paid 7			2,278.47	2,605.84
		07/16/2021	PYPKT00839	PYPKT00839 - 6/27/21		PYPKT00839 - 6/27/21 - 7/10/21: Paid 7			14.08	2,619.92
<u>30-800-91000</u>	SALARIES SEASONAL-PKS							26,915.82	39,949.35	66,865.17
		07/02/2021	PYPKT00831	PYPKT00831 - 6/13/21		PYPKT00831 - 6/13/21 - 6/26/21: Paid 7			21,422.20	48,338.02
		07/16/2021	PYPKT00839	PYPKT00839 - 6/27/21		PYPKT00839 - 6/27/21 - 7/10/21: Paid 7			18,527.15	66,865.17
<u>30-800-91500</u>	PAYROLL TAXES-PKS							7,692.74	4,446.91	12,139.65
		07/02/2021	PYPKT00831	PYPKT00831 - 6/13/21		PYPKT00831 - 6/13/21 - 6/26/21: Paid 7			2,440.75	10,133.49
		07/16/2021	PYPKT00839	PYPKT00839 - 6/27/21		PYPKT00839 - 6/27/21 - 7/10/21: Paid 7			2,006.16	12,139.65
<u>30-800-92000</u>	RETIREMENT-PKS							5,037.86	880.42	5,918.28
		07/02/2021	PYPKT00831	PYPKT00831 - 6/13/21		PYPKT00831 - 6/13/21 - 6/26/21: Paid 7			519.52	5,557.38
		07/16/2021	PYPKT00839	PYPKT00839 - 6/27/21		PYPKT00839 - 6/27/21 - 7/10/21: Paid 7			360.90	5,918.28
<u>30-800-93000</u>	GROUP INSURANCE-PKS							15,541.92	2,572.71	18,114.63
		07/02/2021	PYPKT00831	PYPKT00831 - 6/13/21		PYPKT00831 - 6/13/21 - 6/26/21: Paid 7			1,202.59	16,744.51
		07/16/2021	PYPKT00839	PYPKT00839 - 6/27/21		PYPKT00839 - 6/27/21 - 7/10/21: Paid 7			1,370.12	18,114.63
Total Fund: 30 - PARKS FUND:								233,261.61	91,450.52	324,712.13
Grand Totals:								91,450.52	324,712.13	324,712.13

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
30 - PARKS FUND	233,261.61	91,450.52	324,712.13
Grand Total:	233,261.61	91,450.52	324,712.13

Revenue By Period - GL Account Summary

Start Date: 6/24/2021 12:00 AM End Date: 7/29/2021 11:59 PM

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

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

30-800-48100 - Parks-Special Event	213.00	213.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	213.00	213.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52,480.55	52,480.55	17,254.60	1,088.00	34,917.95	34,917.95	0.00	0.00	0.00	0.00	\$180.00	505.00	665.00	-1,625.00	0.00	-505.00

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

Sales Tax

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

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

Convenience Fees

Convenience Fees Assessed **\$1,080.04**