



**Park Board
Agenda
Monday, August 17, 2020, 7:00 p.m.
Virtual Meeting**



SPECIAL ANNOUNCEMENT REGARDING PARK BOARD MEETINGS

Under Section 610.015 of the Mo. Sunshine Law provides that members of the Park Board who are not physically at the meeting site can participate and vote on all matters when an emergency exists and the nature of the emergency is stated in the minutes.

The U.S., and the world, is in a state of emergency due to the Coronavirus—Covid-19. The Missouri Governor and the County Executive directed all citizens to limit meetings and gatherings to a few people to avoid the spread of the Coronavirus. Therefore, members of the Park Board have elected to participate in this meeting electronically so that we are compliance with such Orders and for the public health and safety of each other and the general public.

To follow along with the Park Board meeting please see instructions below. To make a comment during the public comment portion of the meeting please submit written comments to Director of Parks and Recreation Kyle Henke at henkek@kirkwoodmo.org. Comments received by 4:00 p.m. on Monday, July 20, 2020 will be read during the citizen comment portion of the meeting.

Hi there,

You are invited to a Zoom webinar.

When: Aug 17, 2020 07:00 PM Central Time (US and Canada)

Topic: Park Board

Please click the link below to join the webinar:

<https://zoom.us/j/93784382543?pwd=c1RFUHIYdjZzTnZ4eHJDdW9qdmxGQT09>

Passcode: 022464

Or Telephone:

Dial: US: +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or +1 346 248 7799

Webinar ID: 937 8438 2543

Passcode: 022464

International numbers available: <https://zoom.us/u/aeZQBzAS8>

****SEE THE FOLLOWING PAGES FOR THE AGENDA**

I.



**Park Board
Agenda
Monday, August 17, 2020, 7:00 p.m.
Virtual Meeting**



I. WELCOME NEW PARK BOARD MEMBER

II. CITIZEN COMMENTS *(See instructions on the previous page for offering a comment. The public comment portion of the meeting is an opportunity to hear comments from citizens. It is not a question and answer session and the Park Board will not respond to comments or answer questions during the comment period. The Chairperson may refer any matter to staff or hold discussion during the "Other Matters" section of the meeting).*

III. APPROVAL OF JULY 20, 2020 MEETING MINUTES

IV. STANDING COMMITTEE ASSIGNMENTS/REPORTS

V. UNFINISHED BUSINESS

- a. Strategic Planning Update

VI. NEW BUSINESS

- a. Review of Draft By-Law Changes Regarding Committees
- b. Cooperative Agreement with MDC related to Powder Valley, Emmenegger and Possum Woods
- c. Discussion on Bike Trails
- d. Other Matters

VII. SUPERINTENDENT OF PARKS, HEAD RANGER AND VOLUNTEER COORDINATOR REPORTS

VIII. DIRECTOR'S REPORT

IX. BOARD MEMBER COMMENTS

X. ADJOURNMENT

Staff Liaison: Kyle Henke. Phone: 314.822.5856 Email: henkekk@kirkwoodmo.org

Chair: Dave Hufford

Accommodation: The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as a CD, by calling 314-822-5802.

From the desk of:
Kyle Henke, Director of Parks and Recreation
111 S. Geyer Road, Kirkwood, MO 63122
Phone: 314-822-5856 Fax: 314-984-5931
E-mail: henkekk@kirkwoodmo.org



Memo

To: Kirkwood Park Board
From: Kyle Henke
Date: August 12, 2020
Re: August 17, 2020 Agenda Memo

Here are the topics to be covered at this meeting which will be held in "Zoom" virtual format:

Committee Reports

No specific committee reports at this time.

Unfinished Business

Strategic Planning Update – This represents the monthly opportunity to provide updates on any actions taken relative to the strategic plan.

New Business

Review of Draft By-Laws Regarding Committees – Included in the packet is a list of suggested standing committees along with previous ad hoc committees for record keeping. Also included is a draft copy of the Park Board By-Laws with reference to committees in Article VII Section 7.01. Draft language regarding committees is written for consideration.

Missouri Department of Conservation Cooperative Agreement related to Powder Valley, Emmenegger and Possum Woods - Included in the packet is the original agreement from 2019. The initial one year term is set to expire on September 30, 2020 and can be renewed for another one year term.

Discussion on Bike Trails – A member of the board would like to discuss this topic.

Maintenance, Ranger and Volunteer Report – reports from the Superintendent of Parks, Head Ranger and Volunteer Coordinator are included in the packet.

Director's Report – Will include information on the following:

- Quarterly Financial Report ending June 30, 2020 – Included in the packet
- Update on the Performing Arts Center project
- Recreation and park facilities re-opening update – Ice Rink/Playgrounds
- I-44 pedestrian bridge project update
- Aquatic Center



**Park Board
Meeting Minutes
Monday, July 20, 2020, 7:00 p.m.
Virtual Meeting**



IN ATTENDANCE: The meeting was called order at 7:00 p.m. with President Dave Hufford, Alan Hopefl, Alvin Reid, Scott Stream, Jordan Wienke, Matt Helbig, and Staff Liaison Kyle Henke, Murray Pounds and Curt Carron in attendance.

I. CITIZEN COMMENTS

None

II. APPROVAL OF JUNE 22, 2020 MEETING MINUTES

A motion made by Jordan Wienke to approve the June 22, 2020 meeting minutes, seconded by Alan Hopefl. Motion approved unanimously.

III. COMMITTEE REPORTS

The Board discussed current committees and their assignments. Dave Hufford will look into how to reassign and remove inactive committees and bring suggestions to the next meeting.

IV. UNFINISHED BUSINESS

- a. I-44 Meramec River Pedestrian Bridge update – Kyle and Murray presented the current conceptual plan.

A motion made by Alvin Reid to approve the conceptual plan as presented, seconded by Scott Stream. Motion approved unanimously.

- b. Strategic Plan- None

V. NEW BUSINESS

- a. Safe Streets – Dave Hufford discussed the Park Boards commitment to follow the lead of City Council in the creation of safer streets.

VI. SUPERINTENDENT OF PARKS REPORT

- a. Curt Carron discussed Superintendent of Parks' report.

VII. DIRECTORS REPORT

- a. Performing Arts Center – Murray gave an update.
- b. Re-opening of recreation facilities – Adult softball leagues have begun. The Ice Arena repairs are in progress and should begin making ice in the next week or two.
- c. Parks and Recreation staffing – Parks are operating without seasonal employees, this impacts the horticulture staff, but volunteers are helping to fill the gap.

VIII. BOARD COMMENTS

Alan Hopefl discussed that the new I-44 bridge plans to be open by the end of the year. A new Park Board member will be starting next month and Bob Sears is the new City Council liaison to the Park Board.



Scott Stream thanked Murray for his many years of service as this will be his last Park Board meeting.

IX. ADJOURNMENT – Chair Dave Hufford adjourned the meeting at 7:45 p.m.

DRAFT

**KIRKWOOD PARK BOARD
COMMITTEE ASSIGNMENTS
AS OF 6/20/2018**

Proposed Standing Committees

Implementation - Works with designers and engineers in developing plans and other actions related to park development. Members - Alan Hopefl, Steve Coates, Scott Stream, Jordan Weinke

Finance - Works with staff in developing and reviewing capital and operating budgets related to the Park Fund. Members - Matt Helbig, Scott Stream, Kathy Paulsen, Alan Hopefl

Personnel - Works on issues related to personnel, including decisions such as staffing and evaluations. Members - Scott Stream, Dave Hufford, ~~Peggy Grever~~

Partnership - Reviews proposals related to partnerships, and development of new or unique facilities or programs. Members – Alvin Reid, Kathy Paulsen, Alan Hopefl, Jordan Wienke

Previous Inactive Ad Hoc Committees

Quinette Cemetery Park - Works on any issues relative to the operation or improvements to Quinette Cemetery specifically. Members – *Nick Ohlman, Lisa Balbes, Wallace Ward*

Trail Committee – Works with various entities in reviewing issues relative to trail development and operation. Members – Alan Hopefl, Steve Coates, Dave Hufford, Matt Helbig

Community Survey - Works with staff and consultants in developing any necessary survey tools.

Land Acquisition Strategy - Assist in evaluating opportunities for acquisition of open space or park land within the park system. Members – Matt Helbig, ~~Peggy Grever~~

Reclamation and Restoration - Considers land use policies relative to restoring, naturalizing or reclaiming park land. Members – ~~Steve Coates~~

Emmenegger User Policy Committee - Reviews existing policies and practices and proposes potential changes related to users of Emmenegger Park. Members – Alan Hopefl, *Carol Gilster, John Baker, Gwynn Wahlmann, Tamie Yegge*

* *names in italics are ex-officio members*

By-Laws
Kirkwood Park Board
City of Kirkwood, Missouri

(Approved October 20, 2008, Revised June 17, 2013)

Article I. AUTHORITY

The authority for, and the organization of, the Kirkwood Park Board for the City of Kirkwood, Missouri is found under Chapter 90, Missouri Revised Statutes 1978.

Article II. NAME

The official name of the Board shall be the Kirkwood Park Board.

Article III. PURPOSE OF THE BOARD

The purpose of the Kirkwood Park Board is to provide for the leisure and recreational opportunities of Kirkwood. It shall be vested with the power, duties and obligations necessary to accomplish this purpose, pursuant to the requirements of Chapter 90 Missouri Revised Statutes 1978. It shall be charged with the full responsibility to maintain, manage and administer the Kirkwood City parks and park systems in the public interest.

Article IV. MEMBERSHIP

Section 4.01 There shall be nine members of the Kirkwood Park Board. Each shall be appointed by the Kirkwood City Council. Each shall serve a term of three years. The Kirkwood City Council shall establish the number of terms a Board member may serve.

Section 4.02 Board members shall be residents of the City of Kirkwood, Missouri.

Section 4.03 No employee of the City of Kirkwood, Missouri, including any of its subdivisions, shall be a member of the Park Board.

Section 4.04 No member of the Park Board shall receive compensation for his or her services as a Board member.

Section 4.05 Vacancies occasioned by the removal, resignation or otherwise, shall be reported to the City Council and shall be filled in like manner as original appointments, except that the initial term of office is restricted to the unexpired term of board membership. Any partial term of office shall not be included in determining the number of terms a board member may serve.

Article V. MEETINGS OF THE BOARD

Section 5.01 The regular meetings of the Board shall be held on the third Monday of each month at 7:00 p.m. With due public notice consistent with state and local laws, the meeting time and place of any regular meeting may be changed by majority vote of the Board.

Section 5.02 Each member is expected to attend Park Board meetings and Park Board functions.

A member may be excused from a meeting by the President or Vice-President and, if either is unavailable, by any officer.

Section 5.03 If a member is absent from three consecutive regular Park Board meetings without having been excused pursuant to Section 5.02, that member shall be deemed to have resigned from the Board and the unexpired term filled by the Kirkwood City Council.

Section 5.04 Special meetings of the Park Board may be called by the President or, during the President's absence, by the Vice-President.

Any three or more members of the Park Board may call a special meeting by submitting a written petition to the President signed by all petitioning members stating the purpose of said meeting.

The President shall deliver, at least two days in advance, written or verbal notice to all members of the Park Board of all special meetings. No business shall be transacted in any special meeting except that specifically stated in the petition or in the call of the meeting. This notice shall be public, subject to exceptions allowed by state and local law, and shall be posted in a manner consistent with state and local law relative to public meetings.

Article VI. OFFICERS

Section 6.01 The officers of the Kirkwood Park Board shall be a President, a Vice-President, and a Treasurer.

The officers of the Park Board shall be elected each year at the first regular Park Board meeting in the month of April. They shall hold office until their successors are duly elected and qualified. The newly elected officers will assume their office at the first regular Park Board meeting in the Month of May.

Section 6.02 No member shall be elected to any office unless he shall receive the vote of the majority of the Board. Vacancies occasioned by the removal, resignation or otherwise of a Board Officer prior to the completion of their term, will be filled under the same conditions at the next regular meeting

of the Board, provided a majority of the Board votes affirmatively to conduct such an election, with the term of office to extend until the next regular Board elections are held.

Article VII. DUTIES OF OFFICERS

Section 7.01 The President shall be the chief executive of the Park Board; shall preside at the regular and special meetings of the Park Board; shall appoint the chairperson of all standing and ad-hoc committees; shall be an ex-officio member of all Park Board committees. The members of these committees and subcommittees shall consist of members of the Board and members of the community as deemed appropriate by the Board. The Board shall establish standing committees and form ad hoc committees as needed. The following are established as standing committees;

Section 7.01a Finance – Works with staff to develop and review capital and operating budgets related to the Park Fund.

Section 7.01b Implementation – Works with staff, designers and engineers in developing plans and other actions related to park development.

Section 7.01c Partnership – Reviews proposals related to partnerships, and development of new unique facilities or programs.

Section 7.01d Personnel – Works on issues related to personnel, including decisions such as staffing and evaluations.

Section 7.02 The Vice-President shall assume the duties of the President when the President is absent or unable to serve as President.

Section 7.03 The Treasurer shall ensure the appropriate record keeping of all funds belonging to the Park Board. The Treasurer shall coordinate any reporting obligation related to Park Board funds and accounts, including reporting obligations to the Kirkwood City Comptroller, the Kirkwood City Council and the Kirkwood Park Board. The Treasurer shall take appropriate measures to ensure that accounts are kept as may be required to adequately record the income and expenses as well as budgets of the various activities and committees of the Park Board

The Treasurer shall, at the first regular meeting in June of each year, submit a report stating the financial condition of the Park Board and setting forth the budgets, income and the expenditures of the preceding year and shall make such other reports as the Park Board may from time to time require.

Article VIII. EMPLOYEES OF THE BOARD

Section 8.01 The Park Board shall employ a Director of Parks and invest the director with such authority as it may deem advisable and proper for the efficient conduct of the affairs of the Park Board.

Section 8.02 The Director of Parks shall attend all Park Board meetings and functions unless excused by the President of the Park Board or other officer in the event the President is not available.

Article IX. AMENDMENTS

These by-laws may be amended at any regular meeting of the Park Board by a two-thirds (2/3) vote of the entire Park Board, provided that the amendment has been submitted in writing and read to the Park Board at least one regular meeting prior thereto; or without a prior reading by a unanimous vote of the entire membership of the Park Board at any meeting.

Article X. PURCHASING

The Park Board is cognizant of and shall observe the expenditure and purchasing rules, regulations and standards as are now and may be promulgated hereafter by the Kirkwood City Council.

Article XI. PERSONNEL

The Park Board is cognizant of and shall observe the personnel rules, regulations and standards as are now and may be promulgated hereafter by the Kirkwood City Council.

**COOPERATIVE AGREEMENT
BY AND BETWEEN
MISSOURI DEPARTMENT OF CONSERVATION
AND
CITY OF KIRKWOOD, MISSOURI**

1. **PURPOSE OF GRANT OR AGREEMENT:** The Department and the City have had found their relationship to mutually beneficial and by continuing their relationship it will allow both parties to further their mission.

2. **OUTCOMES:**
To preserve and protect the area known as Emmenegger Nature Park (Area) owned by the City of Kirkwood (City), Missouri. The Area also provides access to the Missouri Department of Conservation's (Department) Possum Woods Conservation Area.

3. **DEPARTMENT DELIVERABLES:**
 - The Department will, with the City's input, implement the Area Management Plan.
 - The Department will provide expertise for habitat management activities.
 - The Department will provide signage.
 - The Department will coordinate with the City's Volunteer Coordinator on events that both parties will have an interest in.
 - The Department will open the gate at Emmenegger Nature Park that allows access to Possum Woods CA.
 - The Department will assist law enforcement as needed at the Area

4. **CITY DELIVERABLES:**
 - The City will grant access and use of the Area to the Department.
 - The City will provide labor to carry out the objectives in the Area Plan.
 - The City will assist law enforcement to PVCNC after hours and on holidays as needed.
 - The City will close the gate at Emmenegger Park in the evenings.
 - The City will open and close the gate at PVCNC as requested by the Department including evenings, Sundays, and on state holidays.

4. **PARTIES AND CONTACTS:**

Tamie Yegge
Nature Center Manager
11715 Cragwold Rd.
Kirkwood, Missouri 63122-7000
314-301-1506 ext. 4201

Tamie.Yegge@mdc.mo.gov

Murray Pounds
Director of Parks and Recreation
Kirkwood Community Center
111 S. Geyer Road
Kirkwood, Missouri 63122
Poundsm@kirkwoodmo.org
314-822-5857

Curtis Carron
Superintendent of Parks
Kirkwood Community Center
111 S. Geyer Road
Kirkwood, Missouri 63122
Carronc@kirkwoodmo.org
314-822-5897

5. **AGREEMENT PERIOD:**
The initial Agreement period is October 1, 2019 through September 30, 2020. The Agreement may be renewed for four (4) one-year periods or portion thereof contingent upon mutual agreement and available funding.
6. **FUNDING AMOUNT AND SOURCES:**
There is no funding for this agreement.
8. **APPROPRIATION:**
Funds must be appropriated for each fiscal year and the grant/agreement shall not be binding upon the Department for any period in which funds have not been appropriated.
9. **REPORTING REQUIREMENTS:**
The City shall provide a report by September 1, 2020, the first year and by September 1 of any subsequent renewals, describing the benefits of this agreement.
10. **OWNERSHIP:**
The City shall retain ownership of the property known as Emmenegger Park.
11. **MONITORING REQUIREMENTS:**
This agreement shall be monitored by both parties.
12. **TERMINATION:**

Each party retains the right to terminate this agreement at any time, without penalty or recourse, by giving written notice at least sixty (60) days prior to the effective date of the termination.

13. **APPLICABLE LAWS AND REGULATIONS, HOLD HARMLESS AND INDEMNITY:**

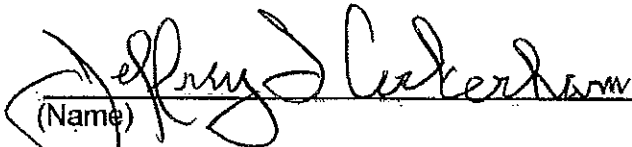
Each Party shall comply with all local, state, and federal laws and regulations related to the performance of this agreement to the extent that the same may be applicable to the entity. Each Party agrees to assume all risks associated with the activities performed under this Agreement and agrees to hold harmless, defend, and indemnify each other, and their agents and employees, from any claim or suit arising from, or in connection with, this Agreement and the activities performed under this Agreement.

14. **ATTACHMENTS:** All agreements submitted for signature must be accompanied by a history of prior funding from MDC and a listing of board members and officers for non-governmental organizations.

15. **OTHER PROVISIONS:**

APPROVAL:

MISSOURI DEPARTMENT OF CONSERVATION:



(Name)

Education Branch Chief

(Title)

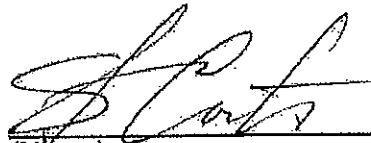
1/17/2020

Date

APPROVED AS TO FORM:

General Counsel

CITY OF KIRKWOOD, MISSOURI:

 (STEVE COATES)
(Name)

PARK BOARD PRESIDENT
(Title)

12/20/2019
Date

MAINTENANCE REPORT FOR JULY/AUG 2020

For period July 21 through August 16

WALKER LAKE MANAGEMENT:

The hot weather of this July spawned a Primrose and Duckweed outbreak, at one point threatening to cover the entire surface. The erratic weather patterns forced us to time treatment of the lake based on weird forecasts for below average temps and significant rainfalls. In the end, Pete and his first mate du jour did a great job of killing off both aquatic weeds, and heavy rains and cool temps that followed flushed the duckweed and caused the Primrose to dropout. The lake had been re-drawn a couple of years ago to provide a more natural impoundment, and aquatic vegetation of all sorts is part of that ecosystem. We have not had to use a blanket Cutrine treatment over the entire lake in the last couple of years. Part of the natural ecosystem includes a few methods that are more eco-friendly. One of the most effective has been the use of barley straw to combat algae. A single bale divided into burlap sacks and submerged provides season long coverage against green slime. Unfortunately the Duckweed and Primrose just needs to be managed.

DON'T TELL US WE AREN'T FULLSERVICE!

Beyond the daily and weekly routine, we perform a number of other tasks in the periphery. We were contacted by a mom who stated her son had dropped his I-phone down the vertical pipe of a basketball net post. After overcoming our ability to not see it due to the internal workings of the adjustable net post, we were able to feel it through a hole in the pipe provided for the post crank. Doug bought a tool called Mechanics fingers which is used to reach into tight spaces, extend flat steel "finger", and clutch objects that have gotten away from the mechanic. We used the same principle and were able to clutch the phone from an almost impassable space and retrieve it. I'm sure the son caught what for but mom was very appreciative. Next up: a stranded RC boat on Walker Lake.

FIREMANS PARK EAST BOUNDARY:

The neighbors to the east of Firemans on Station Bend had requested that our shared property line be cleared of dead brush and honeysuckle. Even without the aid of visible property corners we teamed with some of them to cut and remove the brush. Some had down their property edge well into the park and some had done virtually nothing. But we did a "wholesale" cleanup of the property line as far in as their back yards and as far down the line as the creek. We are unable right now to cross and access the back half of the property. Later this fall we will finish the removal and cleanup back to the rear of the lot.

ST LOUIS COUNTY APPROVES PLAYGROUND PLAN:

The County DOH has approved our plan to re-open and manage playgrounds for use during the pandemic. We provided a cleaning and sanitizing plan for 2 days per week cleaning, signage posted pushing responsible usage and hygiene, and a limited number of facilities to open initially. The cleaning involves use of a simple grease cutting dish soap

like Dawn or Palmolive 99%, which breaks the lipid coating or grease and exposes dirt/germs to further assault. After washing equipment, we rinse it off, allow to dry and then sanitize the equipment with hydrogen peroxide which itself breaks down into water after a short exposure to air and light. The playground surface is then rinsed. The hydrogen peroxide will be applied using our backpack sprayer used for other kinds of misting applications.

CITY HALL LANDSCAPE:

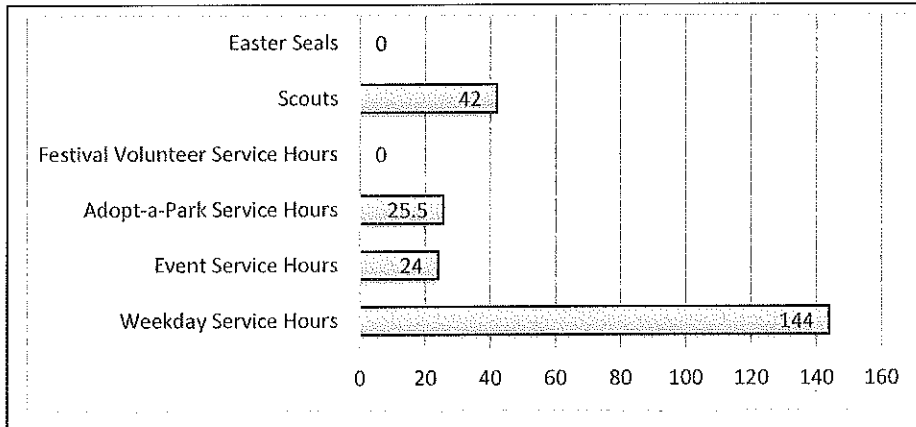
The crew spent a week clearing beds around City Hall, the Memorial walkway, and McEntee Park, and then applying an aesthetic layer of mulch on all beds and tree circles. In the process they also did some sidewalk edging, pruning and weed removal which was not getting done through other means. They went beyond expectation and left it all in a much improved condition and a pleasure to the eye.

Monthly Volunteer Activity Report



July | 2020

Monthly Volunteer Hours



Upcoming Events

August 8-Walker Park Clean Up

August 11-Monfort Park Clean Up

August 22-Greentree Park Wintercreeper Removal

August 25-McEntee Park Clean Up

September 5-Greentree Park Wintercreeper Removal

September 8-Mitchell Park Clean Up

September 19-Greentree Park Wintercreeper Removal

585

YTD Service Hours

11

Weekday Volunteers

103

YTD Episodic Volunteers

4

July Events

Highlights

The Volunteer Program implemented a new conservation initiative, *Save the Trees in Greentree Park*, to remove invasive euonymus from mature trees. This replaces honeysuckle removal events to easily comply with current St. Louis County health and safety guidelines. The effort is currently focusing on an eleven-acre area that contains 180 trees. More than 50% of these trees have euonymus ranging from mild to severe growth. Weekend volunteer events are scheduled extending into the fall months to begin cutting back the vines. To date, 10 trees have been cleared.

Other Notes

Two volunteer events were cancelled due to no registrations or no shows. Weekend events are slowly gaining more interest and registrations are increasing.

City of Kirkwood Parks Recreation Department
 Monthly Park Ranger Activity Report



Services	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD
Park Enf. Contacts	26	38	56	32	150	144	143	0	0	0	0	0	589
Public Contacts	198	166	197	142	392	413	398	0	0	0	0	0	1906
PD/FD Assist	2	2	4	1	3	11	4	0	0	0	0	0	27
PD Dispatched Calls	1	3	1	1	4	5	5	0	0	0	0	0	20
Interpretive	1	0	0	17	2	1	4	0	0	0	0	0	25
Reported Maint.	4	2	2	6	4	4	10	0	0	0	0	0	32
Injuries	0	0	0	0	0	1	3	0	0	0	0	0	4
Wildlife Related	0	0	0	1	1	1	0	0	0	0	0	0	3
Recovered Property	0	0	0	2	3	4	3	0	0	0	0	0	12
First Aid	0	0	0	0	0	0	1	0	0	0	0	0	1
Missing Persons	0	0	0	1	1	0	1	0	0	0	0	0	3

Summary of Activities

*Nothing special to report for July.

Prepared by: Senior Ranger Ronald Hall

**BALANCE SHEET
PARK FUND
FOR THE QUARTER ENDED
June 30, 2020**

ASSETS:

Cash and investments (including cash equivalents):	
Restricted.....	25,000
Unrestricted.....	1,449,007
Receivables, net of allowances where applicable:	
Taxes.....	112,861
Interest.....	<u>2,783</u>

TOTAL ASSETS 1,589,651

LIABILITIES AND FUND BALANCES

LIABILITIES:

Accounts payable.....	6,568
Accrued wages and vacation payable.....	23,406
Deferred revenue.....	24,137
Unearned revenue.....	<u>1,640</u>
Total Liabilities.....	<u>55,751</u>

Restricted for:

Park operations.....	<u>1,533,900</u>
Total Fund Balance.....	<u>1,533,900</u>

TOTAL LIABILITIES AND FUND BALANCES..... 1,589,651

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
PARK FUND
FOR THE QUARTER ENDED
June 30, 2020

	Budget 2020/2021	Actual to Date 2020/2021	Actual vs. Budget Difference	Percent	Actual to Date Prior Fiscal Year	Change from Prior Fiscal Year
REVENUES:						
Real Property Taxes.....	998,000	93,245	(904,755)	9.34%	80,637	12,608
<u>Charges for Services</u>						
Ball Field Rental.....	41,000	6,334	(34,666)	15.45%	16,677	(10,343)
Picnic/Amph. Theater Fees.....	20,000	(2,610)	(22,610)	-13.05%	6,493	(9,103)
Concession Sales & Rents.....	5,000	40	(4,960)	0.80%	523	(483)
Security Revenue.....	100	-	(100)	0.00%	-	-
Total Charges for Services.....	66,100	3,764	(62,336)	5.69%	23,693	(19,929)
Investment Interest.....	15,000	4,324	(10,676)	28.83%	6,202	(1,878)
<u>Other Revenue</u>						
Greentree Legacy Donations.....	6,500	250	(6,250)	3.85%	300	(50)
Total Other Revenue.....	6,500	250	(6,250)	3.85%	300	(50)
Total Revenues.....	1,085,600	101,583	(984,017)	9.36%	110,832	(9,249)
EXPENDITURES:						
<u>Personnel</u>						
Salary and Wages - Full Time.....	775,233	178,136	(597,097)	22.98%	169,017	9,119
Salary and Wages - Part-Time.....	65,993	8,677	(57,316)	13.15%	14,250	(5,573)
Salary and Wages - Temporary.....	40,800	-	(40,800)	0.00%	5,777	(5,777)
Salary and Wages - Overtime.....	29,500	109	(29,391)	0.37%	1,565	(1,456)
Health Insurance.....	146,000	35,422	(110,578)	24.26%	30,117	5,305
Dental Insurance.....	6,200	1,270	(4,930)	20.48%	1,385	(115)
Vision Insurance.....	600	264	(336)	44.00%	97	167
Social Security Taxes.....	56,515	11,263	(45,252)	19.93%	11,736	(473)
Medicare Contributions.....	13,220	2,634	(10,586)	19.92%	2,745	(111)
Civilian Pension.....	58,627	11,804	(46,823)	20.13%	11,153	661
Deferred Comp.....	23,165	604	(22,561)	2.61%	3,325	(2,721)
Total Personnel.....	1,215,853	250,183	(965,670)	20.58%	251,167	(984)
<u>Contractual</u>						
K-PAC.....	3,000	-	(3,000)	0.00%	1,050	(1,050)
Training.....	2,125	-	(2,125)	0.00%	85	(85)

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
PARK FUND
FOR THE QUARTER ENDED
June 30, 2020

	Budget	Actual to	Actual vs.	Percent	Actual to	Change
	2020/2021	2020/2021	Budget		Date Prior	from Prior
			Difference		Fiscal Year	Fiscal Year
Other Professional Services.....	42,500	10,443	(32,057)	24.57%	10,400	43
Legal.....	3,500	-	(3,500)	0.00%	173	(173)
Audit.....	1,400	-	(1,400)	0.00%	-	-
Other Professional Services.....	3,300	1,807	(1,493)	54.76%	1,659	148
Landfill Fees.....	5,200	498	(4,702)	9.58%	711	(213)
Office Equipment Maintenance.....	350	138	(212)	39.43%	138	-
Radio Equipment Maintenance.....	1,200	-	(1,200)	0.00%	55	(55)
Equipment.....	3,000	1,277	(1,723)	42.57%	2,100	(823)
Building & Grounds.....	6,200	3,929	(2,271)	63.37%	4,473	(544)
Rental - Other.....	11,200	9,689	(1,511)	86.51%	9,714	(25)
General Liability Insurance.....	13,650	10,726	(2,924)	78.58%	11,866	(1,140)
Workers Comp Premium.....	81,810	20,454	(61,356)	25.00%	15,396	5,058
Telephone.....	2,400	240	(2,160)	10.00%	724	(484)
Cellular Telephone.....	3,600	436	(3,164)	12.11%	549	(113)
Travel Other.....	1,450	-	(1,450)	0.00%	-	-
Interdept Charges - Admin, Clk, & Acct.....	10,100	2,526	(7,574)	25.01%	2,526	-
Total Contractual.....	195,985	62,163	(133,822)	31.72%	61,619	544
<u>General Supplies and Materials</u>						
Office Supplies.....	700	113	(587)	16.14%	36	77
Janitorial Supplies.....	5,100	567	(4,533)	11.12%	1,167	(600)
General Supplies - Food.....	650	-	(650)	0.00%	31	(31)
General Supplies - Clothing.....	3,700	543	(3,157)	14.68%	1,043	(500)
General Supplies - Machinery & Equipment..	3,400	113	(3,287)	3.32%	278	(165)
General Supplies - Buildings & Grounds.....	39,750	4,726	(35,024)	11.89%	10,389	(5,663)
General Supplies - Landscape Supplies.....	15,350	2,357	(12,993)	15.36%	4,941	(2,584)
General Supplies - Other.....	3,500	99	(3,401)	2.83%	998	(899)
Water.....	65,500	6,605	(58,895)	10.08%	11,358	(4,753)
Gas.....	2,600	127	(2,473)	4.89%	125	2
Membership Dues.....	570	675	105	118.42%	-	675
Safety Equipment.....	3,125	1,429	(1,696)	45.73%	2,017	(588)
Small Tools.....	2,200	46	(2,154)	2.09%	328	(282)
Law Enforcement.....	1,750	95	(1,655)	5.43%	134	(39)
Vehicle Repair.....	3,800	288	(3,512)	7.58%	960	(672)

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
PARK FUND
FOR THE QUARTER ENDED
June 30, 2020

	Budget 2020/2021	Actual to Date 2020/2021	Actual vs. Budget Difference	Percent	Actual to Date Prior Fiscal Year	Change from Prior Fiscal Year
Motor Fuel & Lubricants.....	6,000	-	(6,000)	0.00%	597	(597)
Office Furniture & Equipment.....	10,045	4,045	(6,000)	40.27%	-	4,045
Interdept Charges - Fuel/Lubricants.....	26,225	1,488	(24,737)	5.67%	1,531	(43)
Interdept Charges - Vehicle Maintenance.....	67,354	16,839	(50,515)	25.00%	16,980	(141)
Total General Supplies and Materials.....	261,319	40,155	(221,164)	15.37%	52,913	(12,758)
Total Park Operations and Maintenance.....	<u>1,673,157</u>	<u>352,501</u>	<u>(1,320,656)</u>	21.07%	<u>365,699</u>	<u>(13,198)</u>
Capital Outlay						
Capital Outlay - Bldg & Site Improvement.....	35,000	-	(35,000)	0.00%	-	-
Capital Outlay - Park Improvements.....	61,676	32,104	(29,572)	52.05%	16,067	16,037
Capital Outlay - Machinery & Equipment.....	34,000	-	(34,000)	0.00%	-	-
Total Capital Outlay.....	130,676	32,104	(98,572)	24.57%	16,067	16,037
Total Expenditures.....	<u>1,803,833</u>	<u>384,605</u>	<u>(1,419,228)</u>	21.32%	<u>381,766</u>	<u>2,839</u>
REVENUES OVER/(UNDER) EXPENDITURES.....	(718,233)	(283,022)	435,211		(270,934)	(12,088)
Other Financing Sources						
Transfer from Other Funds-In(out).....	81,830	-	(81,830)	0.00%	14,148	(14,148)
Transfer Park Sales Tax.....	575,000	143,751	(431,249)	25.00%	137,499	6,252
Proceeds from Sale of Capital Assets.....	15,000	-	(15,000)	0.00%	-	-
Proceeds from insurance.....	-	-	-		300	(300)
Total Other Financing Sources.....	<u>671,830</u>	<u>143,751</u>	<u>(528,079)</u>	21.40%	<u>151,947</u>	<u>(8,196)</u>
NET CHANGE IN FUND BALANCE.....	(46,403)	(139,271)	(92,868)		(118,987)	(20,284)
FUND BALANCE, BEGINNING OF YEAR.....	1,673,171	1,673,171			1,559,621	
FUND BALANCE, END OF QUARTER.....	<u>1,626,768</u>	<u>1,533,900</u>			<u>1,440,634</u>	