

CITY OF ASHLAND
PARKS AND RECREATION BOARD

VIA ZOOM **AMENDED**

January 10, 2022 6:00 P.M.

<https://us02web.zoom.us/j/88343877921?pwd=d1BUTml6MWdybkd1bHJhcU9BcUFDZz09>

Call to Order

Roll Call

Approval of Agenda for January 10, 2022

Approval of the previous minutes for December 13, 2021

Public Comments:

New Business:

1. Budget Report

Old Business:

Discussion:

1. CIP Feedback

PW Report: See attached report

Mayor's Report

City Administrator's report

Individual Reports

Vote to Adjourn:

Posted: January 6, 2022 @ 10:00 AM

Parks and Recreation

Board Minutes

MINUTES NOT APPROVED BY BOARD

December 13, 2021

On December 13, 2021 the meeting of the Ashland Park Board was called to order by Chairperson Banning at 6:00 p.m. via zoom.

Board Members present were Melissa Old Alderwoman Liaison, Amy Banning, Brian Sapp, Marcy Wood, Marsha Lessley, Elisabeth Sobczak, Tracy Banning, David Mars, and Jamie Davis

Board Members Absent: Anthony Vaughn

City Staff present: Administrative Assistant Leslie Martin, Public Works Supervisor James Creel

Guests: None

Chairperson Banning called for a motion to approve the agenda for December 13, 2021. Motion was made by Board Member Sapp and seconded by Board Member Sobczak to approve the agenda. Motion carried.

Chairperson Banning called for a motion to approve the minutes from November 8, 2021. Motion was made by Board Member Sapp and seconded by Board Member Wood to approve the minutes as presented. Motion carried.

Guest Comments:

None

New Business:

1. Fall Festival- Cricket Alley- Chairperson Banning stated Cricket Alley Band reached out about coming back for the 2022 Fall Festival to perform for the evening event. Board Member Sobczak asked if this is something that must be voted on right now or can it wait closer to festival time. Board Member Banning stated they did reach out because their schedule is filling up already for that time of year. Board Member Sobczak asked if there are any other bands that it can be opened to. She also asked if there are funds in the budget. Motion made by Board Member Sapp to approve Cricket Alley Band to perform for the 2022 Fall Festival up to \$2000 and seconded by Board Member Banning. All in favor. Motion carried.

Old Business

1. Christmas Parade Recap- Chairperson Banning wanted to thank everyone for all the participation for making it a successful event. She stated she has gotten a lot of positive feedback.

Discussion:

1. CIP Summary- See attached report. Board Member Sapp stated there was discussion with Assistant City Administrator, Lelande Rehard and Public Works Supervisor, James Creel. Board Member

Sapp gave an overview of what was discussed and what they wanted to focus on in years to come. He stated he did like seeing the ADA upgrades to the playgrounds on the plan. Public Works Supervisor, James Creel stated he thinks the next attention should start being the smaller parks with the growth that Ashland is having and being able to open the access to having parks closer to other parts of town. Chairperson Banning asked what the next steps are now with this plan. Public Works Supervisor, James Creel stated that continuing with the CIP discussion is a good plan to have. He stated to gather feedback at the next meeting and continue to talk about the plan and be able to bring the project ideas to the BOA by March-April.

PW Report: See Attached Report- Public Works Supervisor, James Creel stated with the paver money going into the "Friends of the City" account each time pavers are ordered there must be a vote to be able to move forward with the order. He stated he would have more information about the ballfield bathroom soon. He stated there has been some budget snags with the tennis courts and the Lakeview purchase there is not a lot of funds to work with for the rest of this year. Chairperson Banning stated she would like to be able to keep some funds in case there is a need that comes up. She also asked when budget discussion starts? She stated that she would like someone from the Park Board to represent and help with the discussion of the budget each year. Public Works Supervisor, James Creel stated to discuss it with Park Board Liaison, Alderwoman Old to get a better idea on timing and what she would like to see presented to the Board of Aldermen. Motion made by Board Member Sobczak to spend up to \$1250 out of the Friends of the City account for the paver order and seconded by Board Member Sapp. All in favor. Motion carried.

Mayors Report: None

City Administrator's Report: None

Individual Reports:

Chairperson Banning- None

Board Member Sapp- suggested renaming of the park to name it The Ashland Memorial Park.

Board Member Mars- None

Board Member Lessley- suggested for the park name Board Member suggested to be used in one of the other parks. She also asked about the new software and if it would have the capability of showing monthly cash projection.

Board Member Banning- None

Board Member Vaughn-Absent

Board Member Sobczak- None

Board Member Davis- commented that the mural at the park looks fantastic

Board Member Wood-None

Alderwoman Liaison Melissa Old- stated meetings in person should be soon.

Motion was made by Board Member Lessley and seconded by Board Member Sapp to adjourn the meeting at 6:44 p.m. Motion carried.

Minutes taken by Leslie Martin, Administrative Assistant

DRAFT

BUDGET REPORT
CALENDAR 1/2022, FISCAL 9/2022

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
PARK/STORMWATER TAX FUND						
		PARK DEPT				
18-18-4005	PARK/STORMWATER TAX	210,000.00	.00	168,921.65	80.44	41,078.35
18-18-4006	MISCELLANEOUS INCOME	.00	.00	.00	.00	.00
18-18-4335	PARK DONATIONS	1,000.00	.00	1,000.00	100.00	.00
	PARK TOTAL	211,000.00	.00	169,921.65	80.53	41,078.35
	TOTAL REVENUE	211,000.00	.00	169,921.65	80.53	41,078.35
18-18-5000	SALARIES	10,000.00	.00	8,193.60	81.94	1,806.40
18-18-5001	SALARIES-OVERTIME	115.23	.00	149.37	129.63	34.14-
18-18-5002	SUMMER SALARIES	4,968.00	.00	4,968.00	100.00	.00
18-18-5010	PAYROLL TAXES	1,900.00	.00	1,018.27	53.59	881.73
18-18-5020	LAGERS	300.00	.00	241.94	80.65	58.06
18-18-5030	HEALTH INSURANCE	1,970.00	.00	1,145.55	58.15	824.45
18-18-5040	WORK COMP INSURANCE	331.00	.00	331.00	100.00	.00
18-18-5240	MISCELLANEOUS EXPENSE	500.00	.00	237.47	47.49	262.53
18-18-5241	FLAG FUND	1,000.00	.00	753.96	75.40	246.04
18-18-5270	SERVICE AGREEMENTS	16,000.00	.00	14,172.00	88.58	1,828.00
18-18-5305	UTILITIES	3,000.00	.00	2,245.25	74.84	754.75
18-18-5420	VEH & EQUIP MAINTENANCE	1,500.00	.00	1,399.75	93.32	100.25
18-18-5425	VEH & EQUIP FUEL	5,000.00	.00	3,706.01	74.12	1,293.99
18-18-5604	STORMWATER REPAIRS	30,000.00	.00	453.63	1.51	29,546.37
18-18-5609	STORMWATER CONTRACT WORK	.00	.00	.00	.00	.00
18-18-5610	MAINTENANCE	7,000.00	186.40	5,883.28	84.05	1,116.72
18-18-5621	STORMWATER MAINTENANCE	2,500.00	.00	2,013.61	80.54	486.39
18-18-5629	STORMWATER MATERIALS	17,000.00	.00	16,226.00	95.45	774.00
18-18-5800	ENGINEERING	17,000.00	.00	10,384.00	61.08	6,616.00
18-18-5810	CAPITAL EQUIPMENT	.00	.00	.00	.00	.00
18-18-5815	SMALL EQUIPMENT	500.00	.00	274.76	54.95	225.24
18-18-5816	CAPITAL EXPENDITURES	65,692.71	1,211.17	67,172.63	102.25	1,479.92-
18-18-5956	CITY PARK EVENTS	4,927.22	.00	4,927.22	100.00	.00
	PARK TOTAL	191,204.16	1,397.57	145,897.30	76.30	45,306.86
	TOTAL EXPENSES	191,204.16	1,397.57	145,897.30	76.30	45,306.86
	PARK/STORMWATER TAX TOTAL	19,795.84	1,397.57-	24,024.35	121.36	4,228.51-
	Report Total	19,795.84	1,397.57-	24,024.35	121.36	4,228.51-

BANK CASH REPORT 2022

BANK NAME FUND GL NAME	DECEMBER CASH BALANCE	JANUARY RECEIPTS	JANUARY DISBURSMENTS	JANUARY CASH BALANCE	OUTSTANDING TRANSACTIONS	JAN BANK BALANCE
BOCO BANK-FRIENDS OF THE CITY						

BANK 10 BOCO BANK-FRIENDS OF THE CITY CASH-FRIENDS OF ASHLAND	15,556.24	0.00	0.00	15,556.24		15,556.24

BOCO BANK-FRIENDS OF THE CITY	15,556.24	0.00	0.00	15,556.24	0.00	15,556.24
=====						
TOTAL OF ALL BANKS	15,556.24	0.00	0.00	15,556.24	0.00	15,556.24
=====						

1350⁰⁰ of this
 belong to Police
 Optimist Donation

INVOICE

Date: January 3, 2022

Ashland Park Board
109 East Broadway
Ashland, MO 65010

Description: 2 walls on facility structure in Ashland Park (15' x 7.5" & 15' x 8.5") totalling 240 SQ ft at \$15/ SQ ft. Theme: Ashland Growing Forward

Items:

Design and Mural Process: \$3,600

Supplies: \$300

Community Painting Day (flat fee, \$35/hr hourly billed upon completion): \$150

Sub-Total: \$4,050

Community painting day hours - 4 @ \$35/hr = \$140

One-time friend discount (\$750)

Total: \$3,440

Less paid deposit: (\$1,650)

Due on receipt: \$1,140 of 1,790 total

Notes:

- Murals were completed and sealed on November 5, 2021

Pay to:

Madeleine LeMieux
623 Bluffdale Dr.
Columbia, Missouri, 65201

Public Works Report
Ashland Park Board Meeting
1/10/2022

Maintenance

- Veteran's Memorial
 - Second group of pavers have arrived and will be installed in coming weeks, as weather allows.

Miscellaneous

- Holiday Decoration
 - All lights and decorations need to be taken down
 - APW would like authorization to spend approximately \$1,000 from Friends of City fund to purchase materials to build forklift work platform.
 - Platform would eliminate need to rent lift for installation and removal of decorations each winter.
 - Will need vote from Park Board to proceed.
 - If funds are not approved, a vote is needed to spend approximately \$550 to rent lift so that decorations can be taken down.
- Parks Storage
 - APW staff recently built shelving in storage shed at North water tower.
 - Staff then organized various items that Parks Dept. has for Fall Festival, Easter, Christmas, etc.
 - All similar Parks Dept. decorations/supplies will be stored here in future for organization purposes (sound system still at Water Building for climate control environment).