CITY OF NORTH ST. PAUL
PARKS AND RECREATION COMMISSION
REGULAR MEETING AGENDA
October 23, 2019
6:30 PM

North St. Paul City Hall – Sandberg Room

I. **CALL TO ORDER**

II. **ROLL CALL**
Larry Amsden
Lloyd Grachek, Chair
Ingrid Koller
Nancy Thorsen
Sarah Zahradka
Heather Haas
Tim Cole
Laura Greenlee-Karp, Vice Chair

Ex-Officio: **Jim Naughton**

Council Liaison: **Candy Petersen**

Staff: **Debra Gustafson**
Keith Stachowski

III. **ADOPT AGENDA**

IV. **APPROVAL OF MINUTES**
A. **Approve the September 25, 2019 regular meeting minutes.**

V. **MEETING OPEN TO THE PUBLIC**
Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

VI. **PUBLIC HEARINGS**

VII. **COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**
A. **Review/Discussion/Recommendation:** Halloween Update
B. **Review/Discussion/Recommendation:** Tennis Court Update
C. **Review/Discussion/Recommendation:** Summer Meeting Location 2020 Update
D. **Review/Discussion/Recommendation:** Star Watch Update
E. **Review/Discussion/Recommendation:** Polar Explorers Program Review
F. **Review/Discussion/Recommendation:** Fire and Ice Event
G. **Review/Discussion/Recommendation:** Goals and Accomplishments
H. **Review/Discussion/Recommendation:** Polar Park Plan

VIII. REPORTS FROM STAFF

A. **Review/Discussion:** Budget Update – September
B. **Review/Discussion:** Volunteer Appreciation – November 6 @ 6pm

IX. REPORTS FROM COMMISSIONERS & PARK LIAISONS

A. **Review/Discussion:**

X. ADJOURNMENT

Next meeting: November 20, 2019 – City Hall Sandberg Room

CITY OF NORTH ST. PAUL
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES
September 25, 2019
6:30 PM

North St. Paul City Hall

I. CALL TO ORDER

Chair Lloyd Grachek called the meeting to order at 6:30 p.m.

II. ROLL CALL

Present:	Larry Amsden Lloyd Grachek, Chair Ingrid Koller Sarah Zahradka Tim Cole Nancy Thorsen
Absent:	Laura Greenlee-Karp, Vice Chair Heather Haas
Ex-Officio:	Jim Naughton, NSPAA
Council Liaison:	Candy Petersen
Staff:	Debra Gustafson Keith Stachowski

III. ADOPT AGENDA

On motion by Commissioner Koller, seconded by Commissioner Cole with all present voting aye, motion carried to adopt the agenda.

IV. APPROVAL OF MINUTES

A. **Approve the August 28, 2019 regular meeting minutes.**

On motion by Commissioner Zahradka, seconded by Commissioner Cole with all present voting aye, motion carried to approve the August 28, 2019 meeting minutes.

V. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

VI. PUBLIC HEARINGS

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. **Review/Discussion/Recommendation:** Halloween Update – Commissioner Zahradka provided an update of the event that is scheduled on October 26th from 2-4pm. Zahradka thanked Parks Coordinator Stachowski for all his help with securing organizations to participate at the event. Staff will bring bags for participants that forget to bring one. Zahradka stated she has décor for the building and will create a Halloween playlist for the event.

B. **Review/Discussion/Recommendation:** Tennis Court Update – The asphalt portion of the project as been completed. The asphalt needs to cure prior to seal coating and striping the courts. Due to the upcoming cold weather and street project construction near the tennis courts the courts will be sealed and striped in the spring of 2020. Commissioner Koller recommended providing a project update on Facebook so the community is aware of the status of the project.

C. **Review/Discussion/Recommendation:** Summer Meeting Locations: The PRC recommended the following meeting locations for 2020:
Wednesday, June 24th Southwood Park
Wednesday, July 22th Dorothy Park
Wednesday, August 26th Rotary Park

D. **Review/Discussion/Recommendation:** Star Watch – Registration is currently full. Commissioners Amsden, Zahradka and Cole plan to volunteer at the event. Commissioner Thorsen mentioned we would need the following items for the event: Hot Cocoa, Bottled Water, Cookies, Napkins and the donation boxes, she also mentioned Mike Lynch is planning to be on site sometime around 4 to 4:30 p.m. Gustafson mentioned she has not received an invoice yet from Mike Lynch.

E. **Review/Discussion/Recommendation:** Dog Park – Gustafson and Stachowski shared dog park development consideration and presented the tennis courts at McKnight Park as a possible location for a dog park. Commissioner Zahradka stated she is pro dog park but stated McKnight may not be the right location for a dog park. Commissioner Cole he didn't feel McKnight is right location for the dog park and also expressed concerns regarding park maintenance and insurance. Commission Koller stated concerns about unpredictable environments of dog parks. Chair Grachek stated that with limited park funding, he'd prefer to put park funding toward new playground equipment. The Commission suggested investigating other locations for a possible dog park location at a later date. Locations mentioned at the meeting were: the empty lot by Sidewinders, lot kitty corner from Sandberg Funeral Home and a lot near 3rd Street and 7th Avenue. The Commission also suggested having further discussion regarding demolition of the condemned east tennis courts at McKnight.

F. **Review/Discussion/Recommendation:** Polar Explorers Program Review. Parks Commissioner reviewed at the last PRC meeting. No further discussion was needed.

VIII. REPORTS FROM STAFF

A. **Review/Discussion: Budget Update –** Gustafson summarized revenue/expenditures for August 2019.

B. **Review/Discussion: Volunteer Appreciation – November 6 @ 6pm** – Gustafson invited the Commission to the Volunteer appreciation event at Casey Lake Park Shelter on November 6th.

C. **Review/Discussion: Eagle Scout Bench Project –** Gustafson informed the PRC that the City Council approved funding from the Park Fund to fund an Eagle Scout Bench Project.

D. **Review/Discussion:** Gustafson stated that she is transitioning the PRC responsibilities to Park Coordinator Stachowski based on new administrative responsibilities she will be responsible for. She is planning to attend both the October and November meetings.

IX. REPORTS FROM COMMISSIONERS & PARK LIAISONS

A. **Review/Discussion:**

X. ADJOURNMENT

On motion by Commissioner Zahradka, seconded by Commissioner Cole, with all present voting aye, motion carried to adjourn the meeting at 7:51 pm.

Next meeting: October 23, 2019 meeting at City Hall-Sandberg Room at 6:30 p.m.

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
October 23, 2019

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS
C. 2020 SUMMER MEETING LOCATIONS

ACTIONS TO BE CONSIDERED

2020 Summer Park Meeting Locations

FACTS

Park meeting dates for 2020:

Wednesday, June 24th Southwood Park
Wednesday, July 22th Hause Park***
Wednesday, August 26th Rotary Park

***Please note, the July 22nd meeting will be held at Hause Park not Dorothy Park as was discussed at the last PRC meeting. The food truck night is scheduled to be held at Hause on July 22nd.

ATTACHMENT

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
October 23, 2019

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS
G. Develop 2020 Goals and review of 2019 Accomplishments

ACTIONS TO BE CONSIDERED

Develop 2020 Goals and review of 2019 Accomplishments

FACTS

Annually the PRC presents their goals and accomplishments at a December City Council Meeting. Attached is a draft PowerPoint for 2019, to be presented at the December 3rd City Council meeting.

ATTACHMENTS

Draft PowerPoint presentation for 2019

PRC ACCOMPLISHMENTS AND GOALS

December 3, 2019

2019 ACCOMPLISHMENTS

2019 ACCOMPLISHMENTS - COLBY HILLS PARK

- Installed new playground and added ADA accessible pathways at Colby Hills Park.

2019 ACCOMPLISHMENTS - SILVER LAKE COURTS

- Reconstructed the courts at Silver Lake Park, multi-use striping to allow play for tennis and pickle ball will be completed spring 2020.

2019 ACCOMPLISHMENTS - COMMUNITY OUTREACH

- The PRC held four community meetings in the parks this summer to gain community input and answer questions regarding the park system. Representatives from the Police Department attended meetings to address public safety concerns.

2019 ACCOMPLISHMENTS - SPLASH

- The Silver Lake SPLASH raised $7,444 in funds to help pay for Lifeguards at Silver Lake Beach.

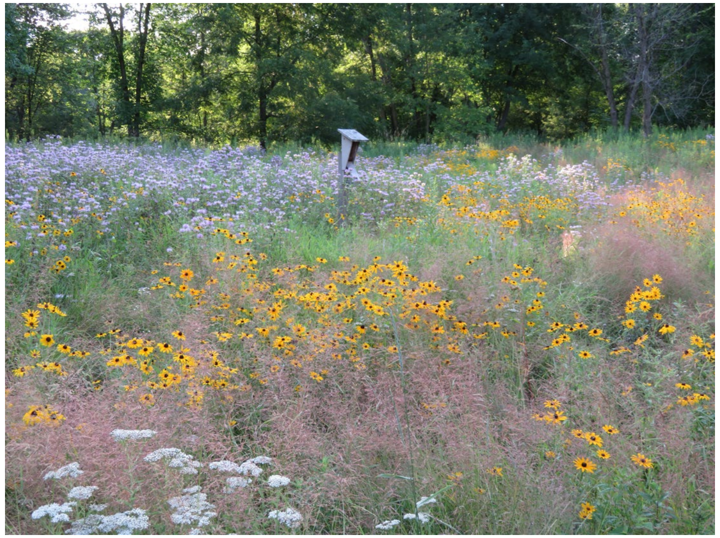
2019 ACCOMPLISHMENTS - STAR WATCH

- 48 participants attended this year's Star Watch at Casey Lake Park on October 3rd.

2019 ACCOMPLISHMENTS - CONCERTS IN PARK

- The Parks and Recreation Commission held two concerts at Casey Lake Park. One of three concerts was canceled due to rain.

2018 ACCOMPLISHMENTS - SOUTHWOOD NATURE PRESERVE



- The PRC worked with the Southwood Nature Preserve Taskforce to recommend an operating budget of $6,000 from the Park Fund. The funding allows the volunteer group to properly maintain the nature preserve.

2019 ACCOMPLISHMENTS - PARK CLEAN UP

- The PRC participated and assisted with coordination of a citywide park clean up event. Additionally, Southwood Nature Preserve Taskforce has coordinated several park clean up events at Southwood Nature Preserve.

2019 ACCOMPLISHMENTS - EGG HUNT

- The PRC coordinated it's 4th annual Egg Hunt at Casey Lake Park. The PRC hid XXX eggs. Approximately XXX people attended the event.

2019 ACCOMPLISHMENTS - TRICK OR TREAT TRAIL

- The PRC hosted their 3rd Halloween Event at Casey Lake. Approximately XXXX people attended the event.

2019 ACCOMPLISHMENTS - FOOD TRUCK NIGHT

- The PRC hosted it's first annual food truck night event at Hause Park. Local band Any Day Now performed at the event.

2019 ACCOMPLISHMENTS - FIRE AND ICE

- The PRC in collaboration with Community Education hosted it's first annual Fire and Ice Event at Hause Park.

2019 ACCOMPLISHMENTS - POLAR EXPLORERS

- Collaborated with Community Education to host 5 polar explorer events in the Parks. Approximately 75 participants attended each event.

North St. Paul
PARK FUND

2019 ACCOMPLISHMENTS - RECREATIONAL CLASSES

- Continued to offer successful recreational classes: Firearm Safety, and Driver Safety.

2019 ACCOMPLISHMENTS - SNOWMAN SIGN INSTALLED

- The snowman historical sign was installed May 2019.

North St. Paul
Park Fund

PROJECTS IN PROGRESS

PROJECTS IN PROGRESS - POLAR PARK

- The PRC is working with WSB to complete a park plan for Polar Park.

North St. Paul
PARK
FUND

2020 GOALS

2020 GOALS

- Resurface tennis courts at Silver Lake Park.
- Research new signage options for the Parks.
- Continue successful events such as; Concerts in the Park, SPLASH, Egg Hunt, Star Watch, Trick or Treat Trail, and Park Clean Up, Fire and Ice event and Food Truck Night
- Add new summer youth recreation programming.
- Research path options at Northwood Park, to increase connectivity and access from the playground to the street.
- Complete playground projects at Colby Hills and Polar Parks.
- Research amenity options for Southwood Nature Preserve.

QUESTIONS?

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
October 23, 2019

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS
H. POLAR PARK CONCEPT

ACTIONS TO BE CONSIDERED

Review Polar Park Concept Draft

FACTS

Review and comment on the draft polar park concept plan.

ATTACHMENT

Polar Park Concept Map

K:\014672-000\Cad\Exhibits

Polar Park Concept

North St. Paul, Minnesota

October 3, 2019 | WSB Project number: 014672-000

wsb

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
October 23, 2019

VIII. REPORTS FROM STAFF

A. BUDGET: SEPTEMBER UPDATE

FACTS

From the January 1, 2019 budget report to September 30, 2019, listed below are the Park Fund expenditures and revenues:

Park Fund Expenditures (September): $1,202.00

- $1,202.00 Two Park Benches

Park Fund Revenue (September): $2,225.00

- Park / Canoe Rental Fees: $2,225.00 (September)

Fund Balance as of 9/30/2019: $276,852.29

*** 2nd $50,000 in LGA funding installment will be deposited in the Park Fund in December 2019.

The unclaimed Park Fund balance is (Fund Balance – Approved/Recommended Expenditures): $89,815.14

Budget expenditures that have been approved for 2018:

$11,310 Polar Park Updates ($14,000 Budget so far $2,690 has been spent)
<u>$17,320 Colby Hills Park (Budget of $30,000 so far $12,680 has been spent)</u>
$28,630

Budget Expenditures for 2019:

$1,250 Concert in Park ($750 Spent, 2 concerts at Casey / One at Food Trick Night)
$500 Star Watch
$519.65 Egg Hunt ($600 budget, 80.35 has been spent so far)
$400 Trick or Treat
$2,000 Movie On Main
$50 Park Clean Up
$4,667.50 Southwood Nature Preserve ($6,000 budget, $1,332.50 spent)
$200 Fire and Ice
$3,000 Recreation Programming
$55,500 Silver Lake Tennis Courts
$1,500 Colby Hill ADA Plan

$200 Silver Lake Water Treatment ($1,050 budget, $850 spent)
$4,850 Colby Hills ADA improvements
$2000 Park Plan for Polar Park
Eagle Scout Donation $200
$1,920 ADA Mats
$78,757.15

Items Recommended for 2020

$2,000 Youth Recreation Programming
$50 Park Clean Up
$2,000 Movie in Park
$6,500 Southwood Nature Preserve
$400 Trick or Treat Trail
$2,000 Concerts in Park
$500 Star Watch
$800 Egg Hunt
$200 Fire and Ice
$65,000 Casey Lake Payment
$200 Food Truck Night
$79,650

Park Dedication Fund Balance: $74,566.10

ATTACHMENTS
Financial Reports

YEAR TO DATE BALANCE SHEET

AS OF: SEPTEMBER 30TH, 2019

034-PARK DEDICATION FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
ASSETS					
034-1010	CASH	23,165.28	1,800.00	51,390.82	74,556.10
034-1033	S/A RECEIVABLE	0.00	0.00	0.00	0.00
034-1040	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
034-1042	ACCOUNTS RECEIVABLE MODULE	0.00	0.00	0.00	0.00
034-1045	ACCRUED UTILITIES	0.00	0.00	0.00	0.00
034-1054	DUE FROM OTHER FUND	0.00	0.00	0.00	0.00
034-1060	INTEREST REC INVEST	62.44	0.00	62.44CR	0.00
034-1061	MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	0.00
034-1888	REVENUE CLEARING	0.00	0.00	0.00	0.00
	TOTAL ASSETS	23,227.72	1,800.00	51,328.38	74,556.10
LIABILITIES					
034-2010	AP PENDING (DUE TO POOL)	0.00	0.00	0.00	0.00
034-2011	ACCOUNTS PAYABLE OTHER	0.00	0.00	0.00	0.00
034-2026	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
034-2027	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
034-2029	USE TAX PAID	0.00	0.00	0.00	0.00
034-2030	SALES TAX	0.00	0.00	0.00	0.00
034-2888	EXPENSE CLEARING	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES	0.00	0.00	0.00	0.00
FUND EQUITY					
034-2900	FUND BALANCE	23,227.72CR	0.00	0.00	23,227.72CR
	TOTAL REVENUES	0.00	1,800.00CR	51,328.38CR	51,328.38CR
	TOTAL FUND EQUITY	23,227.72CR	1,800.00CR	51,328.38CR	74,556.10CR
	BALANCE	0.00	0.00	0.00	0.00

YEAR TO DATE BALANCE SHEET

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
ASSETS					
063-1010	CASH	219,412.99	6,075.00CR	56,519.30	275,932.29
063-1033	S/A RECEIVABLE	0.00	0.00	0.00	0.00
063-1040	ACCOUNTS RECEIVABLE	50.00	30.00CR	30.00CR	20.00
063-1042	ACCOUNTS RECEIVABLE MODULE	0.00	0.00	900.00	900.00
063-1054	DUE FROM OTHER FUND	47,423.89	0.00	47,423.89CR	0.00
063-1060	INTEREST REC INVEST	719.26	0.00	719.26CR	0.00
063-1061	MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	0.00
063-1888	REVENUE CLEARING	0.00	0.00	0.00	0.00
	TOTAL ASSETS	267,606.14	6,105.00CR	9,246.15	276,852.29
LIABILITIES					
063-2010	AP PENDING (DUE TO POOL)	0.00	7,128.00	0.00	0.00
063-2011	ACCOUNTS PAYABLE OTHER	0.00	0.00	0.00	0.00
063-2026	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
063-2027	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
063-2029	USE TAX PAID	0.00	0.00	0.00	0.00
063-2030	SALES TAX	0.00	0.00	0.00	0.00
063-2060	DEFERRED REVENUE	5,400.00CR	0.00	5,400.00	0.00
063-2888	EXPENSE CLEARING	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES	5,400.00CR	7,128.00	5,400.00	0.00
FUND EQUITY					
063-2900	FUND BLANCE	262,206.14CR	0.00	0.00	262,206.14CR
	TOTAL REVENUES	0.00	2,225.00CR	94,061.15CR	94,061.15CR
	TOTAL EXPENDITURES	0.00	1,202.00	79,415.00	79,415.00
	TOTAL FUND EQUITY	262,206.14CR	1,023.00CR	14,646.15CR	276,852.29CR
	BALANCE	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

034-PARK DEDICATION FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
OTHER CHARGES	0	1,800.00	51,328.38	8,359.22 (	51,328.38)	0.00
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0	1,800.00	51,328.38	8,359.22 (	51,328.38)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	1,800.00	51,328.38	8,359.22 (	51,328.38)	0.00

034-PARK DEDICATION FUND

% OF YEAR COMPLETED: 75.00

REVENUES		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
OTHER CHARGES							
034-3800	MARKET VALUE ADJUSTMENT	0	0.00	461.15	(124.87)	(461.15)	0.00
034-3801	INVESTMENT INCOME	0	0.00	467.23	155.09	(467.23)	0.00
034-3880	PARK DEDICATION FEES	0	1,800.00	50,400.00	8,329.00	(50,400.00)	0.00
TOTAL OTHER CHARGES		0	1,800.00	51,328.38	8,359.22	(51,328.38)	0.00
TRANSFERS							
034-3992	TRANSFER FROM OTHER FUND	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS		0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0	1,800.00	51,328.38	8,359.22	(51,328.38)	0.00
REVENUE OVER/(UNDER) EXPENDITURES		0	1,800.00	51,328.38	8,359.22	(51,328.38)	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

FINANCIAL SUMMARY % OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
INTERGOVERNMENTAL	100,000	0.00	50,000.00	100,000.00	50,000.00	50.00
CHARGES	0	2,225.00	30,005.00	25,055.00	(30,005.00)	0.00
OTHER CHARGES	5,375	0.00	14,056.15	13,714.56	(8,681.15)	261.51
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	105,375	2,225.00	94,061.15	138,769.56	11,313.85	89.26
EXPENDITURE SUMMARY						
GENERAL PARK	6,970	1,202.00	7,697.80	21,545.20	(727.80)	110.44
SOUTHWOOD PARK	6,000	0.00	1,332.50	2,203.53	4,667.50	22.21
CASEY LAKE PARK	3,500	0.00	1,919.20	2,502.05	1,580.80	54.83
SILVER LAKE PARK	0	0.00	2,287.00	700.00	(2,287.00)	0.00
NORTHWOOD PARK	0	0.00	0.00	0.00	0.00	0.00
HAUSE PARK	200	0.00	0.00	25,494.49	200.00	0.00
DOROTHY PARK	0	0.00	0.00	0.00	0.00	0.00
COLBY HILLS PARK	0	0.00	1,178.50	0.00	(1,178.50)	0.00
NON DEPARTMENTAL	65,000	0.00	65,000.00	65,000.00	0.00	100.00
TOTAL EXPENDITURES	81,670	1,202.00	79,415.00	117,445.27	2,255.00	97.24
REVENUE OVER/(UNDER) EXPENDITURES	23,705	1,023.00	14,646.15	21,324.29	9,058.85	61.79

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

% OF YEAR COMPLETED: 75.00

REVENUES		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
INTERGOVERNMENTAL							
063-3522	STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00
063-3523	LGA	100,000	0.00	50,000.00	100,000.00	50,000.00	50.00
063-3539	COUNTY GRANTS/AIDS	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL		100,000	0.00	50,000.00	100,000.00	50,000.00	50.00
CHARGES							
063-3629	CANOE RENTALS	0	0.00	350.00	375.00	(350.00)	0.00
063-3630	PARK RENTAL FEES	0	2,225.00	29,655.00	24,680.00	(29,655.00)	0.00
TOTAL CHARGES		0	2,225.00	30,005.00	25,055.00	(30,005.00)	0.00
OTHER CHARGES							
063-3800	MARKET VALUE ADJUSTMENT	0	0.00	1,936.08	(1,581.93)	(1,936.08)	0.00
063-3801	INVESTMENT INCOME	0	0.00	1,340.53	1,939.49	(1,340.53)	0.00
063-3803	DONATIONS	3,375	0.00	5,379.04	8,057.00	(2,004.04)	159.38
063-3803-034	DONATIONS-SOUTHWOOD	0	0.00	0.00	0.00	0.00	0.00
063-3803-037	DONATIONS-MUSIC IN THE P	2,000	0.00	0.50	0.00	1,999.50	0.03
063-3804	SALE OF GOODS & PROPERTY	0	0.00	0.00	0.00	0.00	0.00
063-3805	PARK ADVERTISING	0	0.00	5,400.00	5,300.00	(5,400.00)	0.00
063-3899	MISCELLEANEOUS REVENUE (	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER CHARGES		5,375	0.00	14,056.15	13,714.56	(8,681.15)	261.51
TRANSFERS							
063-3992	TRANSFER FROM OTHER FUND	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS		0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		105,375	2,225.00	94,061.15	138,769.56	11,313.85	89.26

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

GENERAL PARK % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
SUPPLIES						
063-4-40-4120-000 OPERATING SUPPLIES	2,970	0.00	51.24	147.70	2,918.76	1.73
063-4-40-4120-031 OPERATING SUPPLIES	0	0.00	0.00	443.50	0.00	0.00
063-4-40-4220-030 SIGNS & SIGN MAINTENAN	0	0.00	40.00	0.00	(40.00)	0.00
TOTAL SUPPLIES	2,970	0.00	91.24	591.20	2,878.76	3.07
CONTRACTUAL SERVICES						
063-4-40-4300-000 GENERAL CONTRACT/CONSU	4,000	0.00	200.00	750.00	3,800.00	5.00
063-4-40-4300-410 GENERAL CONTRACT/CONSU	0	0.00	0.00	950.00	0.00	0.00
063-4-40-4570-000 EQUIPMENT RENTAL	0	0.00	0.00	1,185.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	4,000	0.00	200.00	2,885.00	3,800.00	5.00
CAPITAL						
063-4-40-4750-000 IMPROVEMENTS OTHER THA	0	0.00	6,204.56	17,369.00	(6,204.56)	0.00
063-4-40-4750-030 IMPROVEMENTS OTHER THA	0	1,202.00	1,202.00	700.00	(1,202.00)	0.00
TOTAL CAPITAL	0	1,202.00	7,406.56	18,069.00	(7,406.56)	0.00
TOTAL GENERAL PARK	6,970	1,202.00	7,697.80	21,545.20	(727.80)	110.44

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

SOUTHWOOD PARK % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
SUPPLIES						
063-4-41-4120-303 OPERATING SUPPLIES	6,000	0.00	0.00	703.03	6,000.00	0.00
063-4-41-4120-412 OPERATING SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
063-4-41-4210-303 MOTOR FUELS	0	0.00	0.00	0.00	0.00	0.00
063-4-41-4230-303 SMALL TOOLS & MINOR EQ	0	0.00	0.00	0.00	0.00	0.00
063-4-41-4235-000 MAINTENANCE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
063-4-41-4235-303 MAINTENANCE MATERIALS	0	0.00	0.00	1,145.00	0.00	0.00
TOTAL SUPPLIES	6,000	0.00	0.00	1,848.03	6,000.00	0.00
CONTRACTUAL SERVICES						
063-4-41-4300-303 GENERAL CONTRACT/CONSU	0	0.00	1,332.50	355.50	(1,332.50)	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	1,332.50	355.50	(1,332.50)	0.00
TOTAL SOUTHWOOD PARK	6,000	0.00	1,332.50	2,203.53	4,667.50	22.21

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

CASEY LAKE PARK % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
SUPPLIES						
063-4-42-4120-000 OPERATING SUPPLIES	400	0.00	25.40	0.00	374.60	6.35
063-4-42-4120-403 OPERATING SUPPLIES	0	0.00	25.44	23.69	(25.44)	0.00
063-4-42-4120-410 OPERATING SUPPLIES	2,000	0.00	0.00	11.79	2,000.00	0.00
063-4-42-4120-411 OPERATING SUPPLIES	500	0.00	0.00	70.64	500.00	0.00
063-4-42-4120-412 OPERATING SUPPLIES	600	0.00	752.86	956.70	(152.86)	125.48
063-4-42-4220-205 SIGNS & SIGN MAINTENAN	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4230-403 SMALL TOOLS & MINOR EQ	0	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	3,500	0.00	803.70	1,062.82	2,696.30	22.96
CONTRACTUAL SERVICES						
063-4-42-4300-000 GENERAL CONTRACT/CONSU	0	0.00	1,115.50	200.00	(1,115.50)	0.00
063-4-42-4575-412 GENERAL RENTALS	0	0.00	0.00	39.23	0.00	0.00
063-4-42-4600-403 CONTRACTED REPAIR/MAIN	0	0.00	0.00	900.00	0.00	0.00
063-4-42-4630-412 MISCELLANEOUS	0	0.00	0.00	300.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	1,115.50	1,439.23	(1,115.50)	0.00
CAPITAL						
063-4-42-4700-403 OFFICE FURNITURE & FIX	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4710-205 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4750-000 IMPROVEMENTS OTHER THA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CASEY LAKE PARK	3,500	0.00	1,919.20	2,502.05	1,580.80	54.83

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

SILVER LAKE PARK % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
SUPPLIES						
063-4-43-4210-000 MOTOR FUELS	0	0.00	0.00	0.00	0.00	0.00
063-4-43-4220-000 SIGNS & SIGN MAINTENAN	0	0.00	0.00	700.00	0.00	0.00
063-4-43-4220-030 SIGN & SIGN MAINTENANC	0	0.00	35.00	0.00	(35.00)	0.00
TOTAL SUPPLIES	0	0.00	35.00	700.00	(35.00)	0.00
CONTRACTUAL SERVICES						
063-4-43-4310-039 GENERAL SERVICE FEES	0	0.00	850.00	0.00	(850.00)	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	850.00	0.00	(850.00)	0.00
CAPITAL						
063-4-43-4750-030 IMPROVEMENTS OTHER THA	0	0.00	1,402.00	0.00	(1,402.00)	0.00
TOTAL CAPITAL	0	0.00	1,402.00	0.00	(1,402.00)	0.00
TOTAL SILVER LAKE PARK	0	0.00	2,287.00	700.00	(2,287.00)	0.00

063-PARK FUND

NORTHWOOD PARK % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
063-4-44-4300-000 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
CAPITAL						
063-4-44-4740-000 BUILDING & STRUCTURES	0	0.00	0.00	0.00	0.00	0.00
063-4-44-4750-000 IMPROVEMENTS OTHER THA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL NORTHWOOD PARK	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

HAUSE PARK % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
SUPPLIES						
063-4-46-4120-000 OPERATING SUPPLIES	200	0.00	0.00	0.00	200.00	0.00
TOTAL SUPPLIES	200	0.00	0.00	0.00	200.00	0.00
CAPITAL						
063-4-46-4740-000 BUILDINGS & STRUCTURES	0	0.00	0.00	22,748.31	0.00	0.00
063-4-46-4750-000 IMPROVEMENTS OTHER THA	0	0.00	0.00	2,746.18	0.00	0.00
TOTAL CAPITAL	0	0.00	0.00	25,494.49	0.00	0.00
TOTAL HAUSE PARK	200	0.00	0.00	25,494.49	200.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

DOROTHY PARK % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
CAPITAL						
063-4-47-4750-000 IMPROVEMENTS OTHER THA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL DOROTHY PARK	0	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

COLBY HILLS PARK % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
063-4-49-4303-000 PLANNING SERVICES	0	0.00	1,178.50	0.00	(1,178.50)	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	1,178.50	0.00	(1,178.50)	0.00
TOTAL COLBY HILLS PARK	0	0.00	1,178.50	0.00	(1,178.50)	0.00

063-PARK FUND
NON DEPARTMENTAL % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
PERSONNEL SERVICES						
063-4-00-4010-000 FULL-TIME SALARIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
SUPPLIES						
063-4-00-4120-303 OPERATING SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4120-412 OPERATING SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4211-303 LUBRICANTS & ADDITIVES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4215-303 CHEMICALS & CHEMICAL P	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4220-204 SIGNS & SIGN MAINTENAN	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4230-303 SMALL TOOLS & MINOR EQ	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4235-204 MAINTENANCE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4235-303 MAINTENANCE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
063-4-00-4300-000 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4300-037 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4300-038 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4300-204 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4300-205 GENRAL CONTRACT/CONSUL	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4303-204 PLANNING SERVICES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4307-204 SANITATION & RECYCLING	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4310-204 GENERAL SERVICE FEES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4360-303 DUES & SUBSCRIPTIONS	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4390-204 ADVERTISING & LEGAL NO	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4500-204 UTILITIES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4570-204 EQUIPMENT RENTAL	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4600-303 CONTRACTED REPAIR & MA	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4630-000 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
CAPITAL						
063-4-00-4705-403 OFFICE FURNITURE	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4710-000 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4710-205 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4710-401 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4710-402 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4725-204 HEAVY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4750-000 IMPROVEMENTS OTHER THA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS						
063-4-00-4992-000 TRANSFERS TO OTHER FUN	65,000	0.00	65,000.00	65,000.00	0.00	100.00
TOTAL TRANSFERS	65,000	0.00	65,000.00	65,000.00	0.00	100.00
TOTAL NON DEPARTMENTAL	65,000	0.00	65,000.00	65,000.00	0.00	100.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2019

063-PARK FUND

NON DEPARTMENTAL % OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
TOTAL EXPENDITURES	81,670	1,202.00	79,415.00	117,445.27	2,255.00	97.24
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REVENUE OVER/(UNDER) EXPENDITURES	23,705	1,023.00	14,646.15	21,324.29	9,058.85	61.79