NOTICE OF MEETING

Public notice is hereby given that a meeting of the **Rock Port Park Board** will be held on **Wednesday, December 13, 2023, at 7:00 p.m. at City Hall** to consider and act upon the matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

- 1. Call meeting to order
- 2. Approve meeting agenda
- 3. Visitors/Presentations
- 4. Business
 - A) Approve November 8, 2023, Meeting Minutes
 - B) Approve November Financials
 - C) Approve Payables
 - D) Pool Updates
 - a) 2024 Season planning
 - E) Park Updates
 - a) Park Maintenance Agreement Status
 - b) Funding
 - F) Old Business
 - a) Committees
 - G) New Business
 - a) Park Board Vacancy
 - H) Set next meeting date January 10, 2024 @ 7pm at Rock Port City Hall

5. Adjourn

This meeting will be open to the public.

Dated this <u>12th day of December, 2023</u>.

Emily Schulte

City Clerk - City of Rock Port, Missouri

Rock Port City Park Board November 8, 2023 Minutes

The Rock Port Park Board met Wednesday, November 8, 2023 at 7:00 p.m. at the Rock Port City Hall. Members present were Jennifer Geib, Sheena Roup, Andrea Cook and Clint Dougherty Amber Graham and Jill Lager via phone.

Jennifer G called the meeting to order at 7:14 pm.

Jennifer G moved to amend the meeting agenda for November 8, 2023. Clint seconded. All votes aye. Jennifer G requested that item C be removed from the monthly agenda as they do not follow our financial procedures.

Visitors/Presentations

Kory Paris was present as the liaison.

Business

Jennifer G moved to approve the May 17th, 2023 meeting minutes. Andrea seconded the motion. All votes aye.

Clint moved to approve the June 12th, 2023 meeting minutes. Jennifer G seconded the motion. All votes aye.

Amber moved to approve the October 11, 2023 meeting minutes. Andrea seconded the motion. All votes aye.

Jill made a motion to approve the October financials. Jennifer G seconded the motion. All votes aye.

We need all bills and vendors to be paid as they come in unless otherwise requested to be held. As requested in the October 2023 meeting minutes, "Per discussion of the park board, the park board feels that the "New Park Board Financial Procedures" created and presented by the city clerk in the October meeting packet would create further delinquencies and create poor credit ratings for the city. We feel that the most productive way to solve this problem would be to resume the process of having one city employee and one park board officer sign all checks to show park board approval. We ask that all deposits be deposited as received and all bills are paid in a timely manner."

In addition, all financial adjustments made after the monthly board meeting are required to be presented to the park board in order to make amendments to our previously approved monthly financials.

The park board is requesting all remaining tax monies for the 2022 fiscal year be deposited before November 30, 2023.

As a start date for the 2024 year, park board requests that each year tax monies received be deposited by February 1, May 1, September 1 and December 1 of each year.

The park board is requesting to be considered to receive a percentage of the marijuana tax that will potentially be obtained during the 2023 fiscal year.

Pool Update-

- End of Season Update (ACCO)-ACCO stated that winterization went well and did not foresee any issues with opening for 2024.
- 2024 Season Plan (opening options, train the trainer, chemicals)
 - A discussion was held of making a separate contract with a local community member to open and close the pool. We would like to have AquaChem meet us to discuss the opening and closing of the pool.
 - Train the Trainer-Continued discussion of possibly hiring someone to train the guards for the 2024 season.
 - Discussion was held to begin gathering names for managers and guards for the 2024 season.
- Project Committees (pool operations, pool project)
 - Geib brought up the discussion of making committees to help with all the extra work for the park and pool.

Park Update

- Work Order-No current work orders are out and waiting to be completed. A big thank you to our city guys for taking care of these.
- Park Maintenance Agreement-We are waiting for the council to discuss and get back to us.
- Mowing Agreement for 2024-We are waiting for the council to discuss and get back to us.
- ARPA Fund Proposal-Jen discussed the cost of a tractor mower, trailer, leaf blower, trimmer and gas cans. We would also like to do a few other things with the remaining funds that can be visible to the community.
- AED -Jen and Andrea are working together to order and find the best placement for it to be kept. Clint found an AED lock box that we are continuing to look into.
- Electric-Joe Bradley will be connecting the power at the entrance of the park for the Christmas lights.
- General Park: Andrea reported that a new scoreboard has been ordered and shipped. RPYAA received a Cardinals Care Grant for \$2,000. Plans to hang it before the season begins.
- The backstop project will be completed prior to the HS baseball season.

Old Business

- Security Camera Update-they are all up and running
- Approve 2024 Budget: Jennifer G moved to approve the 2024 Park Board Budget. Clint seconded the motion. All votes aye.
- Park Board Financial Procedures-as stated above.

New Business

• Fundraising: 100 board idea and Christmas Movie will be a continued discussion.

- Work Date (Christmas lights/shed/fencing)-Sunday, November 12th @ 2 PM.
- The park board is continuing to accept applications for members.

Other Business

Set next meeting date – December 13, 2023 @ 7pm at Rock Port City Hall

Jennifer G motioned to adjourn the meeting at 9:34 pm. Sheena seconded. All in favor.

Respectfully submitted Sheena Roup Secretary 9:06 AM

12/13/23

Cash Basis

PARK BOARD Transaction Detail by Account November 2023

Date	Num	Name	Мето	Paid Amount
INTEREST EARN 11/30/2023	ED - ACC	Г 11142	Interest	1.04
Total INTEREST E	EARNED -	ACCT 11142		1.04
PARK UTILITIES 11/16/2023	ACH	CITY OF ROCK PORT	electric, water, sewer	-380.67
Total PARK UTILI	TIES			-380.67
POOL UTILITIES 11/16/2023	ACH	CITY OF ROCK PORT	electric, water, sewer	-170.84
Total POOL UTILI	TIES			-170.84
TAL				-550.47

PARK BOARD Account Balances As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
PARK BOARD CHECKING	8,178.05
SWIMMING POOL DONATIONS	8,653.25
WALK/BIKE PATH DONATIONS	25.00
Total Checking/Savings	16,856.30
Total Current Assets	16,856.30
TOTAL ASSETS	16,856.30
LIABILITIES & EQUITY	0.00

PARK BOARD 2023 BUDGET

	January	February	March	April	May	June	July	August	September	October	November	YTD	2023	2023
-	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Budget	Remaining
eginning Balance	35,745.86	75,137.94	81,301.20	77,986.31	82,117.14	78,639.51	52,118.18	8,663.96	16,116.23	18,091.39	17,406.77			
RK BOARD INCOME														
1 DONATIONS SPECIFIED RECEIPTS	0.00	0.00	0.00	390.00	0.00	0.00	0.00	483.36	1,156.95	0.00	0.00	2,030.31	1,000.00	-1,030.
2 INTEREST EARNED - ACCT 11142	3.62	5.70	7.32	9.49	9.59	8.70	6.45	4.27	1.41	1.16	1.04	58.75	50.00	-8.
3 OTHER INCOME	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	0.
4 POOL AUDIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,300.00	3,300.
5 POOL CONCESSION STAND	0.00	0.00	0.00	0.00	0.00	3,251.11	726.49	744.76	0.00	0.00	0.00	4,722.36	6,000.00	1,277.
6 POOL RECEIPTS	0.00	0.00	0.00	0.00	925.00	8,245.81	709.79	546.00	60.00	0.00	0.00	10,486.60	8,000.00	-2,486.
7 TAXES RECEIVED	39,569.21	6,858.54	415.34	340.93	317.22	0.00	154.45	16,556.62	170.17	0.00	0.00	64,382.48	69,571.00	5,188.
Datal PARK BOARD INCOME	39,572.83	6,864.24	422.66	740.42	1,251.81	11,505.62	1,597.18	18,335.01	1,388.53	1.16	1.04	81,680.50	87,921.00	6,240.
ARK BOARD EXPENSE														
8 DONATIONS SPECIFIED EXPENSE	0.00	0.00	0.00	390.00	0.00	100.00	363.36	120.00	0.00	0.00	0.00	973.36	1,000.00	26.
9 INSURANCE	0.00	0.00	0.00	0.00	0.00	2,118.22	0.00	0.00	0.00	0.00	0.00	2,118.22	2,500.00	381.
10 PARK ADMIN EXPENSE	-51.03	518.39	-467.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	100.
11 PARK FUEL	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	0.0
12 PARK MAINTENANCE & REPAIR	0.00	4.87	6.00	6.00	317.54	933.09	810.55	6.00	-804.55	0.00	0.00	1,279.50	10,000.00	8,720.
13 PARK MANAGEMENT	0.00	0.00	160.00	0.00	1,410.00	0.00	9,180.00	0.00	-390.90	0.00	0.00	10,359.10	0.00	-10,359.1
14 PARK SUPPLIES	0.00	0.00	13.93	0.00	0.00	0.00	0.00	23.59	0.00	0.00	0.00	37.52	150.00	112.4
15 PARK UTILITIES	162.64	129.99	148.01	421.74	526.79	2,303.80	1,093.12	573.97	571.92	514.52	380.67	6,827.17	4,500.00	-2,327.
16 PAYROLL & PAYROLL TAXES	0.00	0.00	0.00	0.00	0.00	8,109.90	12,639.06	6,735.49	0.00	0.00	0.00	27,484.45	26,000.00	-1,484.4
17 POOL ADMIN EXPENSE	0.00	0.00	90.00	0.00	200.00	445.58	567.75	365.65	0.00	0.00	0.00	1,668.98	1,000.00	-668.9
18 POOL AUDIT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	5,250.00	0.00	-1,600.00	0.00	0.00	3,650.00	3,300.00	-350.0
19 POOL CHEMICALS	0.00	0.00	0.00	0.00	0.00	3,533.90	4,049.65	7.19	0.00	0.00	0.00	7,590.74	2,500.00	-5,090.7
20 POOL CONCESSION STAND	0.00	0.00	0.00	0.00	1,186.83	801.78	1,455.19	0.00	0.00	0.00	0.00	3,443.80	3,000.00	-443.8
21 POOL MAINTENANCE & REPAIR	0.00	0.00	3,732.10	0.00	1,439.39	18,563.19	3,359.24	0.00	-804.55	0.00	0.00	26,289.37	15,000.00	-11,289.3
22 POOL PHONE	0.00	0.00	0.00	0.00	0.00	113.63	33.91	33.91	0.00	0.00	0.00	181.45	150.00	-31.4
23 POOL REPAIR FUND	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.0
24 POOL SUPPLIES	0.00	0.00	0.00	0.00	45.09	29.64	148.54	49.96	0.00	0.00	0.00	273.23	1,000.00	726.7
24 POOL UTILITIES	69.14	47.73	54.87	40.60	153.80	1,367.72	6,147.03	2,966.98	2,441.45	171.26	170.84	13,631.42	15,721.00	2,089.5
otal Expense	180.75	700.98	3,737.55	858.34	5,279.44	38,420.45	47,097.40	10,882.74	-586.63	685.78	551.51	107,808.31	87,921.00	-19,887.3
Net Income	39,392.08	6,163.26	-3,314.89	-117.92	-4,027.63	-26,914.83	-45,500.22	7,452.27	1,975.16	-684.62	-550.47	-26,127.81	0.00	
WIMMING POOL DONATIONS INCOME														
1 SPLASH PAD DONATIONS INCOME	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	0.0
2 SWIMMING POOL DONATIONS INCOME	0.00	0.00	0.00	4,248.75	550.00	393.50	2,046.00	0.00	0.00	0.00	0.00	7,238.25	0.00	-7,238.2
otal SWIMMING POOL DONATIONS INCOME	0.00	0.00	0.00	4,248.75	550.00	393.50	2,046.00	0.00	0.00	0.00	0.00	7,238.25	0.00	-7,238.
WIMMING POOL DONATIONS EXPENSE														
3 DONATIONS SPECIFIED EXPENSE	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	0.0
otal SWIMMING POOL DONATIONS EXPENSE	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	0.0
Net Income	0.00	0.00	0.00	4,248.75	550.00	393.50	2,046.00	0.00	0.00	0.00	0.00	7,238.25	0.00	
ALK/BIKE PATH DONATIONS INCOME														
1 DONATIONS INCOME	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	0.0
tal WALK/BIKE PATH DONATIONS INCOME	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	0.
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ALK/BIKE PATH DONATIONS EXPENSE														
VALK/BIKE PATH DONATIONS EXPENSE 2 DONATIONS SPECIFIED EXPENSE	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	0.0
VALK/BIKE PATH DONATIONS EXPENSE 2 DONATIONS SPECIFIED EXPENSE otal WALK/BIKE PATH DONATIONS EXPENSE	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	0.0

Ending Balance 75,137.94 81,301.20 77,986.31 82,117.14 78,639.51 52,118.18 8,663.96 16,116.23 18,091.39 17,406.77 16,856.30

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Contract \$20.00/hour \$20.00/ho		\$6,000.00	
Agreement	t		
\$3,500.00			
Agreement Agreement Agreement Agreement Agreement Agreement Agreement	t		
Profit/Loss (\$74.20) Profit/Loss (\$5,541.12) Profit/Loss (\$6,815.78) Profit/Loss		(\$13,590.39)	
	-	(+==)=====)	
		1	
Baby Pool Project Hours, Not Included Labor Hours Above			
(Compensation to be determined after project completion)			
Payroll Date Hours Loaded Wages Total 4/20/2023 60.00 \$2,325.30 \$2,325.30			
		<u> </u>	
5/18/2023 6.00 \$249.78 \$2,575.08		<u> </u>	
6/1/2023 99.00 \$3,955.22 \$ 6,530.30		↓	
165.00			

Rock Port Marlins Swim Team

Donations			
Donations	Date	Description	Amount
		Beta Gals donation - swim team ropes	\$700.00
		New Horizons - swim team ropes	\$100.00
		Warren & Evalyn Morgan Charitable Trust	\$1,000.00
		Warren & Evalyn Morgan Charitable Residual Trust	\$1,500.00
		Libby Weber - t-shirt fundraiser	\$67.43
		Anonymous donation	\$100.00
	5/30/2017	Ryan Meyerkorth Seed Account donation	\$300.00
		Red Cross Swim Account donation	\$200.00
	6/27/2017	RP Marlins concession stand fundraiser	\$491.55
	10/4/2017	Libby Weber - Spiraledge, Inc.	\$46.52
	1/24/2018	W & E Morgan Charitable Residual Trust	\$2,500.00
	6/21/2018	RP Marlins concession stand fundraiser	\$94.05
	6/26/2019	RP Marlins concession stand fundraiser	\$217.00
		Total income:	\$7,316.55
Expenses			
	Date	Description	Amount
	8/25/2016	swim team program	\$407.00
		SwimOutlet.com - reel & reel cover	\$1,564.92
	5/10/2017	Ribbons Galore - meet ribbons	\$129.66
	5/10/2017	City of Rock Port - Swimoutlet.com swim team ropes	\$2,128.80
	4/26/2018	Ashtin Paris - Ribbons Galore swim team ribbons	\$119.78
	7/2/2018	Amazon - paddles & kickboard	\$82.62
	6/17/2019	Elizabeth Weber - Crown Awards swim team ribbons	\$185.24
		Total expenses:	\$4,618.02
		Funds remaining as of 11/30/2023:	\$2,698.53

Statement 08/31/23

BURKE AND SONS LUMBER CO., INC. 19142 BURKE ROAD ROCK PORT, MO 64482 660-744-5371

Account # 0882 ROCK PORT PARK BOARD 500 SOUTH MAIN ST. ROCK PORT, MO 64482

0 to 3	30 Due:	31 to 60 Due:	61 to 90 Due:	Over 90 Da	ays Due:
0	.00	7.19	0.00		0.00
Invoice Date / Number	Project Billed	PO Num Billec	111/0100	Payment/ Credit	Amount Due
/27/23 00279749			7.19	0.00	7.19 PAST DU

TOTAL DUE 7.19

All accounts are due by 10th of the month.

DO YOU NEED INSULATION? WE'VE GOT IT!

Proud To Be An American

Check Out Our Rental Equipment

BURKE AND SONS LUMBER CO., INC.

19142 BURKE ROAD ROCK PORT, MO 64482 660-744-5371

ROCK PORT PARK BOARD 500 SOUTH MAIN ST. ROCK PORT, MO 64482

INVOICE

Salesman: BILL

Invoice	num: Date Time	00279749 07/27/23 11:57:24
Buyer: P.O. #:	11me	11:57:24
Project:		

Quanty Unit	Item Number	Description	Price	Ext price
1.00 EA 7	7589757	00-490 POOL TEST REFILL 4-WAY	7.190	7.19

TOTAL NON TAX 7.19

INVOICE TOTAL 7.19

TERMS: All accounts due by 10TH of month following purchase. A Service Charge of 2.0% per month will be applied to past due accounts. With a minimum charge of \$2.00.

All claims and returned goods must be accompanied by this bill. The undersigned further agrees to pay a reasonable State of MISSOURI.

Shienn Roup

Date: 9/4/2023 Page No. 1

Food Country 201 W. Hwy 136 PO Box 225 Rock Port , MO 64482 I.II...I.II.II.II.II.III

> CITY PARK/POOL 500 S MAIN ST ROCK PORT, MO 64482 I.II...I.II.II.II.II.IIII

Statement

Account #000000000005

Date	Invoice	Reference	Туре	Amount	Balance
07/31/2023	Previous Balance	from 07/05/2019 to 07/28/2023	Bal Forwd	(13.57)	(13.57)

<u>Current</u> (13.57)	<u>Past 30</u> 0.00	<u>Past 60</u> 0.00	<u>Past 90</u> 0.00	<u>Past 120</u> 0.00		
Due Upon Receipt >>>(\$13.57) Thank you for paying promptly!						



ROCK PORT TELEPHONE COMPANY 214 S MAIN ST **ROCK PORT MO 64482**



WWW.RPT.COOP

For All Billing Inquiries, call 877-202-1764

Account Number: Account Name: **Bill Date:** Due Date:

000002574 **ROCK PORT PARK BOARD POOL** October 01, 2023 **UPON RECEIPT**

Account Summary

Last Month	
Balance from last statement	27.72CR
Credit Balance Forward	\$27.72CR
This Month	
Subtotal Current Charges	\$0.00
Credit Balance Forward	27.72CR
Total Amount Due	\$27.72CR

Bills are delinquent after 5pm on the 20th of the month. Payments received after the 20th are subject to late fees. Failure to receive a bill does not void payment or late fees. You can pay on-line or set up autopay by bank, credit or debit card by calling our offices. Pay by the 10th & become eligible to win a \$50 billing credit.

*** DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT ***

ROCK PORT TELEPHONE COMPANY **PO BOX 147** ROCK PORT MO 64482

0082 - 744T

ROCK PORT PARK BOARD POOL 500 S MAIN ST ROCK PORT MO 64482-1538



FOR CHANGE OF ADDRESS: Please check here and complete form on reverse. Thank you.

Account Number: Bill Date: Due Date: Phone Number:

000002574 October 01, 2023 **UPON RECEIPT** 660-744-6400

Remit To: ROCK PORT TELEPHONE COMPANY **PO BOX 147** ROCK PORT MO 64482-0147

Credit Amount -Do Not Make Payment

INVOICE

City of Rock Port

500 S. Main St. Rock Port, MO 64482 (660) 744-2636 (660) 744-5553

DATE: November 30, 2023

City of Rock Port - Park Board
500 S. Main St.
Rock Port, MO 64482

DESCRIPTION		AMOUNT
PMA November labor hours (39 hours)		\$780.00
PMA November admin hours (0 hour)		\$0.00
KLOSEK'S LLC - October-December trash service		\$155.77
PMA October labor hours (66 hours)		\$1,320.00
PMA September admin hours (0 hour)		\$0.00
Commerce: Aqua Palace -cehmicals		\$130.52
PMA June labor hours overcharge reimbursement (99 hours)		(\$1,980.00)
PMA August labor hours (86.5 hours)		\$1,730.00
PMA August admin hours (2 hours)		\$40.00
PMA September labor hours (77 hours)		\$1,540.00
PMA September admin hours (1 hour)		\$20.00
	TOTAL DUE	\$3,736.29

Make all checks payable to City of Rock Port THANK YOU FOR YOUR BUSINESS!