



**Park Board Agenda**  
**Monday, November 15, 2021, 7:00 p.m.**  
**Kirkwood Community Center**



**I. 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).*

**II. APPROVAL OF OCTOBER 18, 2021 MEETING MINUTES**

**III. COMMITTEE ASSIGNMENTS/REPORTS**

- a. Park Foundation Update
- b. Other Committee Updates

**IV. UNFINISHED BUSINESS**

- a. Strategic Plan Update – Approval of Draft
- b. Emmenegger Bank Stabilization Update

**V. NEW BUSINESS**

- a. Park Maintenance Equipment Purchases
  - i. Utility Vehicle Purchase
  - ii. Truck Purchase
  - iii. Snow Plow
- b. Other Matters

**VI. SUPERINTENDENT OF PARKS, HEAD RANGER AND VOLUNTEER COORDINATOR REPORTS**

**VII. DIRECTOR'S REPORT**

**VIII. BOARD MEMBER COMMENTS**

**IX. ADJOURNMENT**

**Next Meeting – DECEMBER 13, 2021**

**Staff Liaison:** Kyle Henke. Phone: 314.822.5856 Email: [henkekk@kirkwoodmo.org](mailto:henkekk@kirkwoodmo.org)

**Chair:** Jordan Wienke

**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.



**Park Board  
Meeting Minutes  
Monday, October 18, 2021, 7:00 p.m.  
Virtual Meeting**



**IN ATTENDANCE:** The meeting was called order at 7:04 p.m. with President Jordan Wienke, Alan Hopefl, Scott Stream, Kathy Paulsen, Matt Cook, Ellen Edman, Steve Ostrowski, Alvin Reid and Staff Liaison Kyle Henke, Curt Carron in attendance.

**I. CITIZEN COMMENTS**

None

**II. APPROVAL OF SEPTEMBER 27, 2021 MEETING MINUTES**

A motion made by Scott Stream to approve the September 27, 2021 meeting minutes, seconded by Matt Cook. Motion approved unanimously.

**III. COMMITTEE REPORTS**

Ad Hoc Pickleball Committee – Scott Stream discussed the recent meetings about possible pickleball court updates. They are currently gathering information about short and long-term solutions.

**IV. UNFINISHED BUSINESS**

- a. Strategic Plan Update – The Board held a strategic plan update meeting.
- b. Emmenegger Park Bank Stabilization – Placement of rock is completed and almost 400 trees were planted last week.
- c. Eagle Scout Project Presentation – Larry Doyle answered The Boards questions about maintenance and location of the proposed day lily bed.  
Motion made by Alan Hopefl to approve Larry Doyle's Eagle Scout Project. Seconded by Ellen Edman. Motion approved unanimously.

**V. NEW BUSINESS**

- a. Parks Foundation – There will be a meeting on November 2<sup>nd</sup> at 5:00pm to discuss the creating a Parks Foundation

**VI. SUPERINTENDENT OF PARKS REPORT**

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

**VII. DIRECTORS REPORT**

- a. I-44 Pedestrian Bridge- no new information
- b. In Person Meetings – In Person Meetings can take place Nov. 1 as long as everyone on the Board agrees.
- c. City Wide Survey – Kyle Reviewed the findings in the executive summary of the City Wide Survey



### VIII. BOARD COMMENTS

Alan Hopefl – Updated the Board about Vision Zero

Kathy Paulsen – Conveyed condolences on the passing of Recreation employee Greg Thompson

IX. ADJOURNMENT – The meeting was adjourned at 8:20 p.m.

DRAFT

*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: November 13, 2021  
Re: November 15, 2021 Agenda Memo

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### **Citizen Comments**

Included in the Park Board Packet is a letter from a Kirkwood Resident.

### **Committee Reports**

The only subcommittee to meet between the last two meetings was the Park Foundation subcommittee. A brief update is expected. Information related to any other subcommittee may also be shared at this time. Included in the packet are approved minutes from Partnership Committee meetings from June 11, August 6 and September 9, 2021.

### **Unfinished Business**

*Strategic Planning Update* – Multiple planning sessions to update the Strategic Plan have taken place. The Park Board should take the next step by making a motion to approve the drafted plan. The Park Board President plans to ask all board members to review the document and be prepared to volunteer for action steps that interest them. All board members should expect multiple assigned action steps after interest is surveyed. Assignments will be finalized prior to the December 13<sup>th</sup> Park Board meeting

*Emmenegger Bank Stabilization* – Final invoices are being processed as the project comes to a close on time and under budget.

## **New Business**

Park Maintenance Equipment Purchase – Two park maintenance vehicles are up for replacement. These vehicles are budgeted for and funds are available for both to be purchased in the approved Capital plan for Fiscal Year 2022. The Park Board approved a budget of \$30,000 for the Ford Ranger replacement and \$13,000 for the Mule replacement.

The motion to approve should include the purchase of a John Deere Gator HPX615E, Model Year 2022 using government contract pricing from Erb Equipment Company in the amount of \$12,470.05 from account 201-5101-452-7505 PF2202, is requested.

The motion to approve should include the purchase of a Ford Ranger Supercab, Model Year 2022. Using a government contract pricing from Joe Manchens Ford in the amount of \$25,852 from account 201-5101-452-7505 PF2203, is requested.

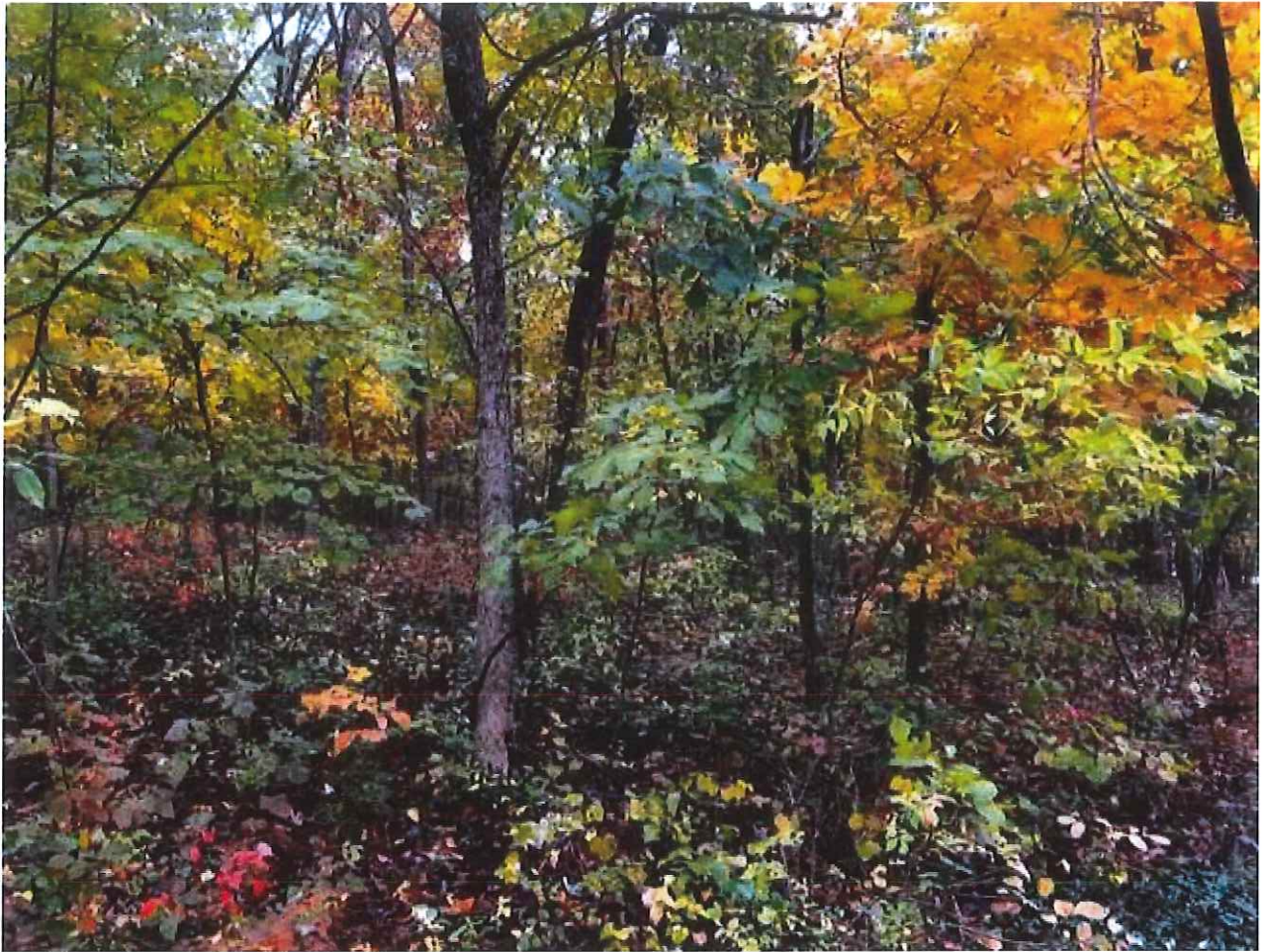
A third piece of equipment is also being requested. A snow plow that was purchased in the late 90's is now beyond repair. Using the savings from the vehicle purchases \$529.95 and \$4,148 for a total of \$4,677.95. In addition to \$1,386.05 from the Small Capital Account will cover the total price of \$6,064.

The motion to approve should include the purchase of a Snow Plow from Knapheide Truck Equipment in the amount of \$6,064 from account 201-5101-452-7505 PF2204 by transferring the surplus from PF2203 in the amount of \$4,148.00 and PF2202 in the amount of \$529.00 and transferring an amount of \$1,387 from Small Capital Items account 201-5101-452-68-01.

Maintenance Report – Curt's report is included. As well as a Report from Ron Hall, Head Park Ranger and Kylie Christanell, Volunteer Coordinator.

Director's Report – My report will include information on the following:

- I-44 Pedestrian Bridge Update – Maintenance Agreement Draft
- Second Quarter Financial report and memo included in packet



(photo: 10/29/21 Kirkwood Park woods)

Dear City of Kirkwood,

A regional mountain bike club, Gateway Off-Road Cyclists (GORC), seeks to build a mountain bike track in the woods on the west side of Kirkwood Park. Parks Director Kyle Henke described it, "Riding a bike on a concrete path may not provide the thrill that some folks or kids are looking for. I would suspect the mountain bikers are requesting designated trails for beginner mountain to intermediate mountain bikers."

Kyle further explained, "The idea is one trail, however it might loop around to lead back to the top. The thrill would be berms, switchbacks, jumps, drops, ladders, rock features, etc."

As one who has attended Park Board meetings since 1996, I have several concerns:

---at a site meeting at Cliff Cave County Park, GORC showed Park Board members a new MB trail. I doubt they showed trails that are worn out from over-use and "repeats".....that is, each biker circling the same trail over and over again. And with a tiny area like Kirkwood Park, there would be a lot of repeats.

Kirkwood Park's woods already have problems with erosion. Over-use causes and exacerbates erosion, trail widening damages native vegetation. When trails are damaged or worn out, MBers typically build more/other trails, and tend to spread throughout parks.

---stunt features such as "berms, switchbacks, jumps, drops, ladders, rock features, etc" would require construction, tree removal and earth moving, permanently scarring the woods.

---the wooded west side of Kirkwood Park has been historically preserved for nature and nature appreciation since the park's inception. In recent years, parks staff and volunteers have put in many hours labor clearing invasive shrub honeysuckle from these woods in an effort to restore their natural ecological quality. Though the woods are small, they have quite a bit of biodiversity.

There's a trail with such wildflower diversity it is believed to have been seeded by the Kirkwood botany icon, Edgar Denison, who created MDC's first Mo wildflower field guide, now in its 7th edition. When MCC biologist Dave Tylka was commissioned by Parks Dept to conduct a year-long native plant inventory, his advice was no further development in the woods.

Deer, owls, woodpeckers and songbirds are regulars in the woods, enjoyed by Kirkwood's nature lovers. Mushroom hunters treasure the edibles to be found. Kids build forts out of deadwood and explore the trails. With honeysuckle removed, the woods display colonies of spring ephemeral wildflowers. Natural areas are treasured as is. They are not just empty space.

---the west side of the park is zoned "passive-natural" in the current Parks Master Plan. It would be highly irregular to make significant land use changes that contradict the Parks Master Plan and occur outside established processes. Have there been institutional policy reviews? Didn't previous Park Boards decide Kirkwood Park is over-used and "loved to death"?

---in addition to the losses and damage from MB construction and ongoing use, no one has asked current park users how they would feel about losing peaceful, safe nature trails to a MB racetrack.

---would MB trails be for the exclusive use of MBers or shared with pedestrians?

If for dedicated MB use alone, should Kirkwood give away land in our premier park to a regional special interest for their exclusive use? You'd be taking use away from Kirkwood residents without so much as a survey or a "Zoning Matters" sign to warn them.

How would our little woods be impacted by regional MB club use? What about parking? Would GORC want to hold MB training classes, races and events?

---if the MB track was designated "shared use" with pedestrians, what about user conflicts and safety?

MBers seek speed. Kirkwood Park is heavily used, and the speed differential between walking and biking would make trails dangerous for pedestrians.....especially Kirkwood seniors, dog walkers, families with small children.

Ebikes are built faster and more powerful all the time. Already some Ebikes go nearly 30 mph. Who would regulate speed and/or keep powerful Ebikes off the trails? We don't have enough rangers to monitor and enforce. Who would bear liability for collisions?

---a Mo Department of Conservation official once said Emmenegger would never be open to MBers because of MB history of damage to the park, and that parks of Emmenegger's size are "too small" for MBing. If Emmenegger was damaged by mountain bikers, and is "too small" for MBing at 110 acres, why would Kirkwood Park's tiny woods be considered for a MB track?

---see YouTube video of City of Eureka's new MB track:

<https://m.youtube.com/watch?v=KdAphzQq-UM>

Kirkwood Park Board could vote on this matter at the November 15th meeting. Yet I have heard no discussion of these issues. This vote would be a huge decision with significant ramifications to Kirkwood's most beloved and popular park.

Please apply due diligence, and address these and other impact issues thoroughly before any decision.

thank you,

Gwyn Wahlmann  
Kirkwood, Mo

Don Oliver (former Park Board member)  
Kirkwood, Mo

Sandy Oliver  
Kirkwood, Mo

John Baker (former Park Board member)  
Kirkwood, Mo

Dave Tylka  
Professor of Biology  
St. Louis Community College at Meramec

Barbara O'Brien  
Kirkwood, Mo

Oliver Starr  
Kirkwood, Mo

Jeff Knoll  
Kirkwood, Mo

John Burns  
Kirkwood, Mo

Stephanie Burns  
Kirkwood, Mo

Zoe Perkins



Kirkwood, Mo

Becky Bopp  
Kirkwood, Mo

Ellen Wentz  
Kirkwood, Mo

Scott Birdsong  
Kirkwood, Mo

Kate Birdsong  
Kirkwood, Mo

Marshall Freerks Jr.  
Kirkwood, Mo

Kirkwood Park Board Partnership Sub-Committee Meeting Minutes June 11, 2021

Committee convened at 1:30 p.m. in person at the Scout Shelter in Kirkwood Park. Attendees: Kathy Paulsen (Chair), & Park Board members: Jordan Weinke, Alvin Reid, & staff Laura Thal Horton and Kirkwood Parks & Recreation Director Kyle Henke.

I. Citizen Comments: none

II. Unfinished Business

- a. Alphonse Smith Memorial Update: Alvin Reid gave an update and has been in continued communication with the family of Alphonse Smith.

III. New Business

- a. Greentree Legacy Program Memorial Benches: Staff member Laura explained that the Parks Department gets several inquiries monthly about donating a **Greentree Legacy Program** Memorial Bench at Walker Lake. She has had to explain that there are no available benches at the Lake. No wait list or official record is kept of requests. Kyle Henke said that the Parks Department can't continuously install benches. Staff wants an interpretation of the 15 year clause in the **Greentree Legacy Program** Brochure, which states, "Due to wear and tear, park renovation and updates, benches are only guaranteed for 15 years." Laura suggested releasing some benches by starting with the oldest benches around Walker Lake, Laura also said that the current \$1500 price barely covers the cost of a bench & installation. She recommends that the price be increased to \$1600 - \$2000.

Board member discussion: Jordan Weinke discussed the limited opportunities for residents who love the parks to have a bench around the lake and she believes the bench holders should be limited in time. Kathy Paulsen discussed knowing the circumstances related to individuals participating in the program who have commemorated the death of a loved one and is concerned about the emotional impact of restricting time to a specific number of years.

Jordan suggested limiting benches to 15 years for a purchase of \$2000 or a bench adoption of \$500 for 5 years. She suggested sending current bench holders a letter informing them of the new policy and she offered to write up the recommendations. Alvin objected to sending a letter, as it would be too "IRS-like." Kathy suggested considering a 20 year time frame, and trying to understand circumstances which would lead to a bench being "extinct".

Increasing the cost of a bench to \$2,000 is comparable to other communities and the board agreed that it sounded reasonable. The committee will meet again to discuss possible changes to the Greentree Legacy Program. Date TBD.

b. Other Matters - none

Attached: Park Memorial Bench Comparison spreadsheet 6-11-2021 (Kathy Paulsen)  
Greentree Legacy Program (brochure)  
Agenda

Committee adjourned at 2:30 p.m.

Submitted by Kathy Paulsen

## Kirkwood Park Board Partnership Sub-Committee Meeting Minutes August 6, 2021

Committee convened at 5 p.m. in person in Room 202 of the Kirkwood Community Center.

Attendees: Kathy Paulsen (Chair) and Park Board members Jordan Weinke & Alvin Reid, and staff members Laura Thal Horton and Kirkwood Parks & Recreation Director Kyle Henke.

I. Citizen Comments: A citizen comment from resident Bob Sears was forwarded to the sub-committee via email. (Attached) Bob was on the Park Board when the 15 year rule was devised and explained that it was not intended to be a limitation of time. He also included a personal account of a bench that his sister requested to be purchased, upon her death & how their family has adopted the surrounding area. Bob suggested expanding the Greentree Legacy program by adding items for donors to choose from.

### II. Unfinished Business

#### a. Greentree Legacy Program Memorial Benches:

Laura shared that the latest cost of a Memorial Bench is \$1,247 for the bench, \$22 for the plaque, plus the cost of concrete. The bench warranty is 5 years from the manufacturer. She said that we are barely breaking even with the current Memorial Bench cost of \$1500. Laura said that 3-4 donors contacted her in July about a Memorial Bench at Kirkwood Park. She suggests changing the program to "adopt a park bench"; set the price between \$1000 - \$2000; and specify a length of 10-15 years for the plaque/ adoption. After that time, the bench would become available for a new adopter.

Kathy presented information, which included an inventory of Park Benches throughout the Kirkwood Park System with a "Proposed Interpretation of the '15 year guarantee'". (Attached.) She suggested that due to some benches being metal and older ones being wooden, that a bench replacement program is needed with a set standard material of metal for most new benches. Kathy spoke with the founder of St. Louis County Park system's Memorial Bench program about that their standard protocol, which is to leave a Memorial Bench in place until it deteriorates. Kathy suggested contacting donors of the deteriorating wooden benches at Kirkwood Park to offer the donors a chance to replace the bench. If they do not wish to replace the bench, then the bench can be made available to a new donor. Kyle stated that it is important to be sensitive about the process of contacting bench holders and there may be difficulty reaching the donors after 30 years have passed.

Kathy showed a photo of a damaged / dangerous (non-memorial) bench at Little Mitchell Park which has been in this condition since spring. There are 2 hazardous wooden benches draped in yellow hazard flagging tape at Little Mitchell Park. (Attached photo.) Kathy asked if those 2 benches could be replaced this year. Kyle said that replacements are not in the budget, repair has been delayed by staff shortage. Jordan suggested that the park budget should include funds to replace 2 benches annually.

The committee discussed the possibility of bench adoptions reaching 60 years. Jordan & Alvin object to a "forever" situation. Jordan proposed a 20 year term for benches, beginning on

January 1, 2022. The current benches would be evaluated as to their life expectancy. Current bench holders would be allowed one renewal, new bench donors would be allowed one 20 year term. Jordan offered to write this proposal.

Kathy suggested that the Legacy program should be expanded to provide additional options for donors. One option would be metal picnic tables, like the 2 at the tennis center; another would seat replacements in the amphitheater. Kathy asked if there was a deadline for the committee and Kyle said there was no rush since there is not an action matter pending.

- b. Alphonse Smith Memorial Update: Alvin Reid gave an update. The plaque may be done in October, He would like to have a "grand opening" celebration when covid subsides. The total for the plaque & pedestal is \$1400. Half of the money has already been raised. The plaque will be shaped like a "home plate", with some verbiage.

### III. New Business

- a. Other matters – none

The Committee will meet again, due TBD.

Attached: Citizen Comment attached (Bob Sears)

Damaged wooden bench photo attached (Kathy Paulsen)

Memorial Bench proposal dated 6-11-21 (Jordan Weinke)

Legacy Program: Memorial Bench Policies 8-4-21 (Kathy Paulsen)

Kirkwood Parks Memorial Benches – spot inventory done by Kathy Paulsen 8-1-21  
( Kathy Paulsen)

Committee adjourned at 6:00 p.m.

Submitted by Kathy Paulsen

Kirkwood Park Board Partnership Sub-Committee Meeting Minutes September 9, 2021

Committee convened at 7:15 p.m., via zoom.

Attendees: Kathy Paulsen (Chair) and Park Board members Jordan Weinke, Matt Cook, and Kirkwood Parks & Recreation Director Kyle Henke. Alvin Reid was absent.

I. Citizen Comments: No update was given.

II. Unfinished Business

- a. Alphonse Smith Memorial Update: no update was given
- b. Continue Legacy Program Discussion

Kathy presented information to the committee in email prior to the meeting - "Creating Opportunities for Legacy Donors" (Attached) and "What are the "norms" for Memorial Benches in our Area". (Attached) Reviewing the norms, Kathy found that most communities have a guarantee stated in their brochure; the guarantee is not considered a "term" or a limit; and no communities have been identified which would prohibit a current donor from purchasing a new bench.

Kyle Henke proposed that the bench guarantee correspond to the manufacturer's warranty. Kirkwood Parks & Recreation would maintain or replace the original item if it is faulty or damaged, during the manufacturer's warranty. Since there are many different manufacturers of benches, this would be a policy that would endure changes in vendors. If the bench fails or becomes unsafe, it would be removed. The original applicant would be asked if they want to replace the bench, for an additional donation. This would not be a forever situation because the applicant would need to be reachable and to qualify as the "original applicant".

Matt asked to clarify the need for replacement. Kyle suggested that a quantitative scale of 1-3 could be used with 1 = bad condition, ranging to 3 = good condition. The benches would be inspected in a manner consistent with playground inspections.

Matt suggested a ten year right of renewal option, with a cost of \$2000 for each 10 year period. Kathy objected to the proposed cost and multiple payments for the same bench; she also objected to removing benches before they are deteriorated. Matt also suggested creating a plaque wall in the community center to recognize the discontinued memorials. Kyle said this could be cumbersome and would instead suggest that a memorial brick could be installed in an existing brick memorial plaza

Jordan considers the current program to be exclusionary and should not suggest ownership. Regarding memorial benches dedicated to a deceased person, Jordan

objects to renewal of the bench when it fails. Jordan wants the benches to not be permanent memorials and suggested that the Memorial Bench program is a monetary donation to parks.

The sub-committee recommendation moving forward is that the benches remain as Memorial Benches until the bench is deteriorated. Jordan & Matt indicated support. Alvin was absent. Kathy agreed, with reservations. Kyle stated a preference for offering renewal by contacting the "original applicant".

Kathy proposes that the Legacy program be expanded so other options become available to citizens. This will be discussed at an upcoming meeting.

Jordan offered to revise the proposed Greentree legacy Program Recommendations

### III. New Business

- a. Other matters - none

Attached: Greentree Legacy Program Recommendations 8-7-21. (Jordan Weinke)  
Creating Opportunities For Legacy Donors (Kathy Paulsen)  
What are the 'norms' for Memorial Benches in our Area (Kathy Paulsen)

Committee adjourned at 8:15 p.m.

Submitted by Kathy Paulsen



WHERE COMMUNITY AND SPIRIT MEET®



## **KIRKWOOD, MISSOURI PARK BOARD**

**&**

## **PARKS & RECREATION STAFF**

## **STRATEGIC PLANNING & TEAMBUILDING INITIATIVE**

**Adopted By**

**THE KIRKWOOD PARK BOARD**

**NOVEMBER 15, 2021**

**(pending board approval)**

**FACILITATED BY**

**JORDAN WIENKE**



## PREFACE

The Kirkwood Park Board along with key staff members of the Kirkwood Parks and Recreation Department met on June, August, September and October of 2021 to review and develop a strategic plan and identify specific actions to strengthen the organization.

The following focus question was developed:

*What steps can we take as individuals and as an organization to provide quality parks and recreation services to maintain a high level of overall satisfaction by the citizens of Kirkwood?*

<b>PARTICIPANTS</b>	
<b>Kirkwood Park Board</b>	<b>Kirkwood Parks and Recreation Staff</b>
Scott Stream	Kyle Henke, Director
Ellen Edman	Sherry St. Onge, Office Manager
Steve Ostrowski	
Matt Helbig, Treasurer	
Alan Hopefl, Vice President	
Kathy Paulsen	
Jordan Wienke, President	
Alvin Reid	
Matthew Cook	

The attached document provides direction and an action plan designed to achieve agreed upon visions and overcome obstacles in the path of those visions.

<b>COMMITTEE ASSIGNMENTS</b>	
<b>Committee</b>	<b>Kirkwood Park Board Members</b>
Implementation	Alan Hopefl, Scott Stream, Jordan Wienke, Ellen Edman
Finance	Matt Helbig, Scott Stream, Kathy Paulsen, Steve Ostrowski
Personnel	Scott Stream, Jordan Wienke, Steve Ostrowski, Kathy Paulsen
Partnerships	Kathy Paulsen, Jordan Wienke, Alvin Reid, Matt Cook
Trail	Matt Helbig, Alan Hopefl, Alvin Reid, Matt Cook
Park Foundation (Ad Hoc)	Alvin Reid, Jordan Wienke, Scott Stream,
Pickleball (Ad Hoc)	Scott Stream, Matt Helbig, Steve Ostrowski

## HISTORICAL PERSPECTIVE

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CURRENT STATE

PROCESS

VISIONS

The group identified a series of visions toward which they want the department and the board to achieve.

The group determined that they wanted to develop specific actions designed to: assist in the attainment of the visions; and/or overcome obstacles that impede progress. They came to consensus regarding individual and group actions that were identified.

Furthermore, they felt that they would develop a timetable for those actions. Actions were then assigned to both an owner of the action as well as the timeframe. It must be noted that the following calendar looks like they overloaded the first six months with many actions. However, the time frame means when they will start on the action and either complete it or have substantial completion by the end of the six-month period. The resultant visions and actions identified are:

**1. *Commit to staying current and being responsive to the changing conditions through ongoing self-examination of performance***

Outcome: To create an effective organization that aligns strategy and plan execution to best serve the Kirkwood community

Tactics:

- a. Review/update 5 year rolling strategic plan annually in October of each year
- b. Review/prioritize findings of master plan/bike pedestrian plan
- c. Prepare to invest in Master Plan by 2023
- d. Commit to annual facility assessment (audit)

<b>Actions</b>	<b>By December 2022</b>	<b>2023- 2024</b>	<b>2025 &amp; beyond</b>
Conduct a board goal setting workshop to align with the Kirkwood P&R strategic plan: October <b>Board Executive Committee</b>	X		
First annual review board's goals during first meeting with new board members: Ongoing <b>Board Executive Committee</b>	X	X	X
Continue review of board's goals during first meeting with new board members: May <b>Board Executive Committee</b>	X		

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**2. To assure user satisfaction and provide quality leisure activity experiences through the provision of human resources and tools.**

Outcome: To accurately forecast and acquire sufficient resources to meet the needs of the Kirkwood community.

Tactics:

- a. Hire and maintain quality talent
- b. Augment programmatic needs through increased use of trained volunteers
- c. Improving individual performance recognition and evaluation of goals and achievements
- d. Improve natural environments in the park system

<b>Actions</b>	<b>By Dec. 2022</b>	<b>2023-2024</b>	<b>2025 &amp; beyond</b>
Improve trails wayfinding, interpretation, and education outreach in outer parks: Trail Committee Matt Helbig, Alan Hopefl		X	
Maintain proper staffing levels commensurate with anticipated growth in parks and recreation services and facilities: explore hiring another full-time position to support objectives: Personnel Committee Kyle Henke, Scott Stream		X	
Ensure staff are training and safe and that the number of staff are appropriate to maintain facility and staff safety. Kyle Henke, Curt Carron	X	X	X

**3. To maximize the use and support of all park and recreation services through improved communication and expansion of the Kirkwood P&R brand**

Outcome: To improve awareness and understanding of the total park system to meet the varied needs of the Kirkwood community.

Tactics:

- a. Improve marketing to increase awareness and use of facilities and parks
- b. Improve promotion and awareness of connectivity of parks through trail & bike lane system
- c. Expand department led outreach program to the Kirkwood community
- d. Improve communication with the City
- e. Expand awareness, knowledge and use of the total park system

<b>Actions</b>	<b>By Dec. 2022</b>	<b>2023-2024</b>	<b>2025 &amp; beyond</b>
Develop larger and more diverse program offerings with assistance from additional personnel. Kyle Henke		X	
Designate a parks and recreation staff member to be responsible for external communications: Determined to to keep staff informed about various operations. Will be handled at staff meetings. Kyle Henke		X	
Master Plan preparations in place, financial and otherwise Kyle Henke		X	

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**4. To expand financial resources (while maintaining financial stability) to provide more services that meet the changing needs of the Kirkwood community**

Outcome: To dedicate resources to identify and successfully solicit external funding sources

Tactics:

- a. Explore supplemental revenue generation and programming opportunities
- b. Establish a Kirkwood Park Foundation
- c. Improve financial viability through the acquiring and using private funds
- d. Protect financial base to enable us to maintain facilities & parks

<b>Actions</b>	<b>By Dec. 2022</b>	<b>2023-2024</b>	<b>2025 &amp; beyond</b>
Develop a plan based on the needs assessment and formulate a strategy to promote the partnership program. Parks Foundation Committee <b>Alvin Reid, Jordan Wienke, Scott Stream</b>	X	X	
Identify needs and potential private organizations to sponsor, partner and donate: Parks Foundation Committee <b>Alvin Reid, Jordan Wienke, Scott Stream</b>	X	X	
Initiate actions based upon research and develop a timeline for operationalizing a Parks Foundation: Parks Foundation Committee <b>Alvin Reid, Jordan Wienke, Scott Stream</b>		X	
Investigate and research grant opportunities for special projects: <b>Kyle Henke</b>	X	X	X
Kirkwood Park Foundation is operationalized: Parks Foundation Committee <b>Alvin Reid, Jordan Wienke, Scott Stream</b>		X	X
Continue investigation, research and calibrate findings with future special projects: ongoing <b>Kyle Henke</b>	X	X	X

**5. To develop and enhance partnerships with individuals and organizations that create stronger relationships**

Outcome: To advance the provision of leisure services in the Kirkwood area through mutually beneficial partnerships and sponsorships.

Tactics:

- a. Grow volunteerism and engage the public in opportunities to serve and foster civic pride
- b. Develop/Enhance/improve relationships with institutions such as schools/colleges and Missouri Department of Conservation.

<b>Actions</b>	<b>By Dec. 2022</b>	<b>2023-2024</b>	<b>2025 &amp; beyond</b>
Identify staff member as an organization relationship manager to foster sustainable partnerships: Personnel Committee <b>Kyle Henke and Scott Stream</b>			X
Create task force to network with organizations (i.e. schools, colleges and MDC) to strengthen cooperative partnerships: ongoing <b>Kyle Henke</b>	X	X	X
Participate in community wide events: Booth at Greentree to create visibility. Ongoing	X	X	X

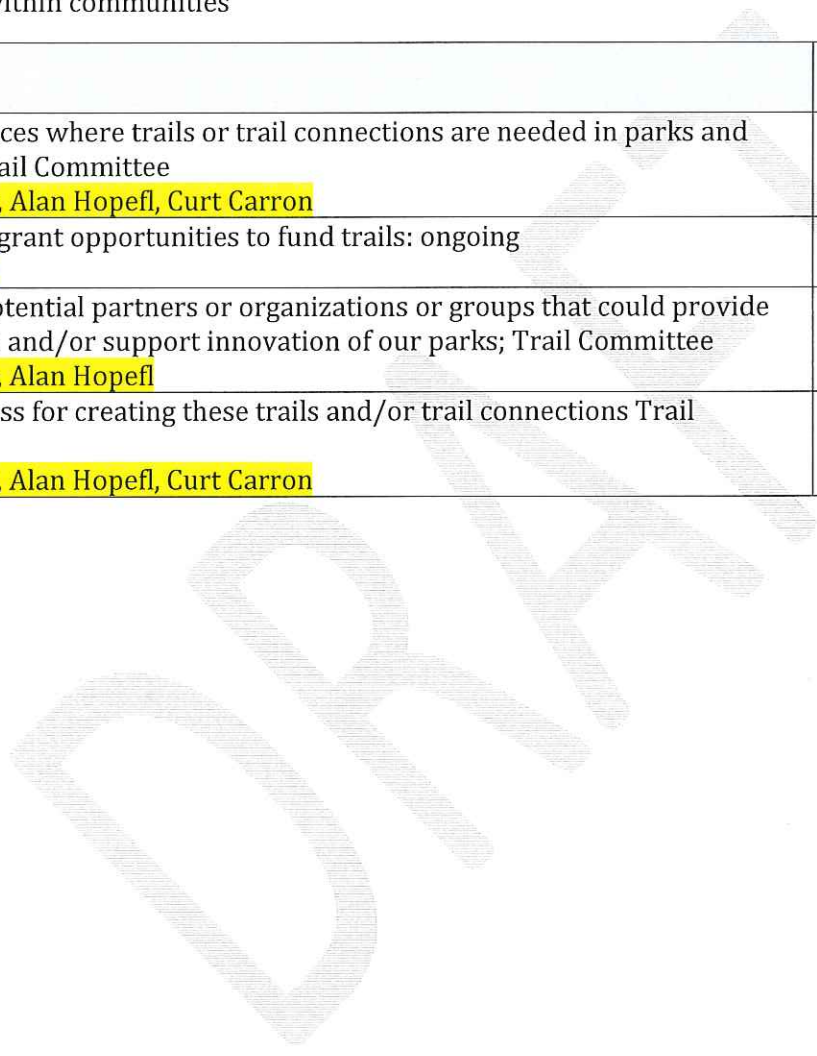
**6. To develop and cultivate innovative ways to utilize and enhance parks**

Outcome: To research and implement innovative and cutting-edge ways to utilize parks for the benefit of the Kirkwood community

Tactics:

- a. Review trails and trail access in park systems and roadway connections of trails and parks
- b. Develop/enhance/improve relationships with groups who support healthy living and walkability within communities

Actions	By Dec. 2022	2023-2024	2025 & beyond
Identify spaces where trails or trail connections are needed in parks and byways: Trail Committee Matt Helbig, Alan Hopefl, Curt Carron	X		
Investigate grant opportunities to fund trails: ongoing Kyle Henke	X	X	X
Research potential partners or organizations or groups that could provide information and/or support innovation of our parks; Trail Committee Matt Helbig, Alan Hopefl		X	
Begin process for creating these trails and/or trail connections Trail Committee Matt Helbig, Alan Hopefl, Curt Carron			X





## CONTRADICTIONS, IMPEDIMENTS AND ISSUES

To develop action plans that help attain the visions, effort needs to be undertaken to quantify challenges that can impede the attainment of the vision. Only by overcoming problems, contradictions and impediments can an organization progress. The participants used the same process as outlined for Visioning to both individually and collectively identify roadblocks that interfere and determine actions that will counteract those roadblocks.

NOTE: For impediments that have no actions under them, if the impediment was complementary to a vision, the action was included only in the vision section; other impediments with no action are important ongoing concerns that staff and board recognized as worthy of notation.

### 1. *Lack of alignment among pillars of leadership*

- a. Lack of partnership interaction with city council (Keep and continue council update)
- b. ~~Inconsistent leadership buy in and alignment~~
- c. Consistent initiative from the Kirkwood Park Board
- d. Charter mandated board turnover

Actions	By Dec. 2022	2023-24	2025 & Beyond
Provide more communication between board and staff: Kyle and Sherry to ensure board members are invited to staff events, including staff meetings. Now considered ongoing. <i>Sherry, Kyle, Jordan</i>	X		
Develop a board bench as a feeder pool for future board members to maintain continuity: Continue to look for opportunities to involve at large citizens on board subcommittees. Effort to recruit at large citizens for ad hoc committees considered ongoing. <i>Scott, Matt, Ellen</i>		X	

### 2. *Attitudinal challenges*

- a. Innovate adaptation to younger generational attitude towards parks volunteerism (Kylie)

### 3. *Staffing challenges*

- a. Labor shortages throughout the region.
- b. Compensation matches industry standards
- c. Inadequate numbers of staff/volunteers to deliver on projects and goals
- d. Opportunity for staff training inhibits meeting citizens' expectations of staff as expert leaders and resources
- e. Staff turnover leads to lost institutional knowledge

Actions	By Dec. 2022	2023-24	2025 & Beyond
Discuss and develop a succession plan including an examination of staff credentials: For all Park positions. Plan to resubmit to Board <i>Kyle, Matt C.</i>		X	
Examine staff credentials for efficacy in role and adjust roles and responsibilities as appropriate: Review of all job descriptions has been completed. City job/salary study involving review of job duties near completion. Findings of salary study instituted. <i>Kyle, Matt C.</i>		X	

**4. Partner Constraints**

- a. Limited response from possible cooperating agencies/partners to forming a coalition (Kyle)
  - i. Introduction to outside park boards.
- b. Poor relationships with some established partner agencies (Kyle)
  - i. School District - Be specific about positions
  - ii. Meramec Community College

**6. Funding Challenges**

- a. Long lead time to budget for impromptu park programs.
- b. Shift in funding levels could change coupled with increased costs could impede service levels.
  - i. Labor rates
- c. Internal competition for existing funding levels based on priorities.

**7. Regulation**

- a. Regulations (city/county/state/federal) may dampen ability deliver programs as designed

Actions	By Dec. 2022	2023-24	2025 & Beyond
Identify relevant discussion items for a productive conversation with city/county/state and federal officials (i.e. internet sales tax): Monitor any shifts in rules, regulations and codes that may apply to leisure service delivery system.			X

**ACTION PLAN IMPLEMENTATION BRIEF**

**Action Plan:** \_\_\_\_\_

**Vision/Contradiction:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Who's Responsible:** \_\_\_\_\_

**IMPLEMENTATION STEPS:**

What tasks are necessary to either accomplish or obtain substantial progress on this action plan? When is the target date to have each of these tasks done? Who is responsible for each task? Remember some tasks may need to be accomplished first before a succeeding task can be begun. List tasks in chronological order to be done.

Description of Task

When

Who

1.

2.

3.

4.

5.

6.

**OUTCOME**

Upon completion of the above tasks, the desired outcome will be:

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DRAFT

# MAINTENANCE REPORT FOR OCT./NOV. 2021

## for period Oct 19 through Nov 14

### **RIVERBANK STABILIZATION PROJECT:**

The restoration phase of the project has been completed with hundreds of sapling trees having been planted. The riparian was planted in 3 sections along the length of the top grade of the bank. Each section has been fenced and interlaced with black rope to provide both difficulty for deer and access to most people prohibited within the plantings. The ground will be allowed to grow up with whatever coverage seeds in to prevent surface erosion. At some point, we may spread some cover crop like rye or winter wheat to enhance the coverage. KCI Construction continues to finish the pedestrian bridge work and removal of the rock causeway built to support the construction of the bridges over the last couple of years. At the same time they are de-mobilizing from the staging site, removing forms, rebar, pipes, and all manner of unnecessary equipment from the site. It appears their goal will be to set our new gates at the entrance to the park on their way out the door later this month.

### **FALL ROLLBACK:**

In addition to the clock rolling back, we have begun to roll back facilities and amenities in the parks. Some restrooms have closed for the season, irrigation is being blown out and winterized, picnic tables are being collected and stored under pavilions, and ballfield activity is coming to a season close. Soccer will continue a few more weeks at Kirkwood and Greentree parks. Leaf removal is mostly a mulching chore at this point until they become too heavy. At that time we will begin vacuuming grounds to remove them. Mowing has slowed to a custodial task, and tree removals have begun throughout the park system. Over a dozen donor and program trees have been planted with just a few remaining.

### **HORTICULTURE SHIFTING GEARS:**

Pete, Renee and Ron have been stripping summer vegetation from beds and pots and either putting them to fallow for the winter or installing bulbs and fall foliage displays. The pots in the SBD will be dressed up for the holidays very soon, and other locations have been gleaned and planted or dressed with soil mix and mulch. Pruning will follow for the better portion of the winter months throughout the park system and SBD. Native Landscapes has also been in the parks, spot spraying with backpacks to support last year's honeysuckle kill. This week they are in Kirkwood and Koestering parks.

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	51	31	87	68	91	91	76	92	89	51	0	0	727
Public Contacts	132	59	247	205	298	291	223	320	543	488	0	0	2806
PD/FD Assist	1	2	1	11	6	9	4	7	11	11	0	0	63
PD Dispatched Calls	1	4	3	5	8	5	3	4	8	4	0	0	45
Interpretive	0	0	0	0	1	4	0	6	0	1	0	0	12
Reported Maint.	2	1	10	4	2	6	8	5	5	3	0	0	46
Injuries	0	1	0	2	0	3	2	2	0	0	0	0	10
Wildlife Related	0	0	0	1	0	2	1	1	2	0	0	0	7
Recovered Property	0	4	6	5	3	7	6	3	3	0	0	0	37
First Aid	0	1	0	0	1	0	1	2	0	0	0	0	5
Missing Persons	0	0	0	0	0	0	0	0	0	0	0	0	0

## Summary of Activities

For October:

Rangers assisted Powder Valley Conservation Nature Center with their 30th anniversary celebration. Rangers provided general security for the event and escorted the hayride wagon to and from Powder Valley to Emmenegger Park.

Rangers also completed two trail details. These are dedicated patrols to our tails at Emmenegger, Greentree and Kirkwood Parks. One of the details was done outside of rangers normal working hours (weekday morning), when park visitors would not normally see a ranger working. Below are the numbers produced by each detail:

Saturday 8:30 am-11:30 am-36 public contacts & 3 enforcements (all leash law).

Tuesday 9:30 am-1:00 pm-27 public contacts & 6 enforcements (5 leash law and 1 for using a drone).

Prepared by: Senior Ranger Ronald Hall

# Memorandum

To: **Members of the Park Board**  
Cc: **Kyle Henke**  
From: **Sandy Stephens**  
Date: **October 29, 2021**  
Subject: **FY2022 Quarter 2 Park Board Financial Report**

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Attached are the financial statements for the period ending September 30, 2021, which is the second quarter of the fiscal year or 50%. These financial statements are on the modified accrual basis and have not been audited.

The second quarter of FY2022 continues to show positive increases in all revenue categories; however, as the City returns to a more normal pattern, recreation programs are reinstated, and park usage increases, the expenditures have increased too. Economic uncertainties are still looming in the background even though COVID-19 cases are beginning to decline and there is a developing uncertainty to the nation's supply chain. As a result of these economic uncertainties, the financial stability of the Park Fund could be adversely affected. The Park Fund has persevered due to the Park Board's commitment over the years to maintain a strong fund balance which provides long-term financial stability during times of uncertainty.

Page 1

## **Balance Sheet – Park Fund**

The most liquid asset is cash. The Park Fund unrestricted cash balance equals 71% of the budgeted park fund annual expenditures. This continues to provide the Park Fund with adequate cash flow and emergency funds, if needed. As of September 30, 2021, the Park Fund has a fiscally healthy balance sheet with a fund balance of \$1,452,924. Fund Balance policy requires the fund balance is between 2/3 or 3/4 of budgeted expenditures less budgeted capital. Calculations are as follows:

<u>Description</u>	<u>Amount</u>
FY2022 Total Expenditure Budget:	\$2,026,601
Less Capital Budget:	(338,038)
Operational Budget:	<u>\$1,688,563</u>

Fund Balance requirement is between \$1,125,709 and \$1,266,422.

Liabilities are typical for the park fund.

Page 2      **Real Property Tax**

Property tax revenues increased \$5,302 or 5% compared to the same period last year. The fluctuation from one year to the next can be attributed to delinquent tax payments, protested taxes, and the timing of when protested taxes are released to the taxing authorities. The increase in FY2022 is attributed to St. Louis County releasing the protested property taxes in June instead of the normal May release date.

Page 2      **Charges for Services**

Charges for services include ball field rental, picnic fees, concessions and security revenue. As the City returns to a more normal pattern, residents are slowly returning to the parks. To support this observation, charges for services increased \$41,840 or 290% compared to same time last year.

Page 2      Total revenues for the Park Fund increased by 39% or \$49,543.

Page 2      **Expenditures-Personnel**

Personnel expenditures increased 11% or \$59,750 compared to the same period last year. The largest increases are attributed temporary salaries, and overtime.

Page 3      **Expenditures-Contractual**

Contractual expenditures increased 11% or \$10,899 compared to the same period last year. The largest increase is attributed other professional services for \$5,738.

Page 3 & 4      **Expenditures-General Supplies and Materials**

General supplies and material expenditures increased 28% or \$25,312 compared to the same period last year. The largest increase is attributed to water for \$16,855.

Page 4      **Expenditures-Capital Outlay**

Capital outlay is at 6% of budget and decreased 36% compared to the same period last year.

Page 5      The net change in fund balance after transfers is a decrease of \$358,766. Ending fund balance is \$1,452,924.

Please note as you review the September 30, 2021 financial results, that the Park Fund's largest revenue source, property taxes, are not received until December, 2021 and January, 2022.

**BALANCE SHEET  
PARK FUND  
FOR THE QUARTER ENDED  
September 30, 2021**

ASSETS:

Cash and investments (including cash equivalents):	
Restricted.....	25,000
Unrestricted.....	1,444,880
Receivables, net of allowances where applicable:	
Taxes.....	128,858
Interest.....	<u>1,691</u>
<b>TOTAL ASSETS</b>	<b><u><u>1,600,429</u></u></b>

LIABILITIES AND FUND BALANCES

LIABILITIES:

Accounts payable.....	2,484
Accrued wages and vacation payable.....	26,970
Deferred revenue.....	114,534
Unearned revenue.....	<u>3,517</u>
Total Liabilities.....	<u><u>147,505</u></u>

Restricted for:

Park operations.....	<u>1,452,924</u>
Total Fund Balance.....	<u><u>1,452,924</u></u>

<b>TOTAL LIABILITIES AND FUND BALANCES.....</b>	<b><u><u>1,600,429</u></u></b>
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**NOTE:** Fund Balance exceeds Fund Balance Policy requirements by \$186,500 based on FY2022 operational budget. Fund balance should be between 2/3 and 3/4 budgeted expenditures less budgeted capital. See attached memo for detailed calculation.



**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**PARK FUND**  
**FOR THE QUARTER ENDED**  
**September 30, 2021**

	Budget 2021/2022	Actual to Date 2021/2022	Actual vs. Budget Difference	Percent	Actual to Date Prior Fiscal Year	Change from Prior Fiscal Year
<b>REVENUES:</b>						
Real Property Taxes.....	1,045,000	109,598	(935,402)	10.49%	104,296	5,302
<u>Charges for Services</u>						
Ball Field Rental.....	35,000	34,153	(847)	97.58%	9,514	24,639
Picnic/Amph, Theater Fees.....	20,000	20,273	273	101.37%	4,778	15,495
Concession Sales & Rents.....	3,000	1,850	(1,150)	61.67%	144	1,706
Security Revenue.....	100	-	(100)	0.00%	-	-
Total Charges for Services.....	58,100	56,276	(1,824)	96.86%	14,436	41,840
Investment Interest.....	10,000	3,994	(6,006)	39.94%	7,243	(3,249)
<u>Other Revenue</u>						
Greentree Legacy Donations.....	6,750	7,750	1,000	114.82%	2,100	5,650
Total Other Revenue.....	6,750	7,750	1,000	114.82%	2,100	5,650
Total Revenues.....	1,119,850	177,618	(942,232)	15.86%	128,075	49,543
<b>EXPENDITURES:</b>						
<u>Personnel</u>						
Salary and Wages - Full Time.....	806,616	386,330	(420,286)	47.90%	383,971	2,359
Salary and Wages - Part-Time.....	62,270	27,532	(34,738)	44.21%	22,214	5,318
Salary and Wages - Temporary.....	42,240	19,922	(22,318)	47.16%	-	19,922
Salary and Wages - Overtime.....	31,300	27,150	(4,150)	86.74%	954	26,196
Health Insurance.....	147,112	70,387	(76,725)	47.85%	70,783	(396)
Dental Insurance.....	5,980	2,574	(3,406)	43.04%	2,116	458
Vision Insurance.....	1,200	525	(675)	43.75%	528	(3)
Social Security Taxes.....	58,430	28,454	(29,976)	48.70%	25,046	3,408
Medicare Contributions.....	15,550	6,655	(8,895)	42.80%	5,858	797
Civilian Pension.....	54,739	27,682	(27,057)	50.57%	25,676	2,006
Deferred Comp.....	16,768	8,291	(8,477)	49.45%	8,606	(315)
Total Personnel.....	1,242,205	605,502	(636,703)	48.74%	545,752	59,750

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**PARK FUND**  
**FOR THE QUARTER ENDED**  
**September 30, 2021**

	Budget 2021/2022	Actual to Date 2021/2022	Actual vs. Budget Difference	Percent	Actual to Date Prior Fiscal Year	Change from Prior Fiscal Year
<u>Contractual</u>						
K-PAC.....	2,700	311	(2,389)	11.52%	399	(88)
Training.....	2,205	628	(1,577)	28.48%	137	491
Other Professional Services.....	43,050	28,568	(14,482)	66.36%	22,830	5,738
Legal.....	3,500	1,334	(2,166)	38.11%	983	351
Audit.....	1,400	1,500	100	107.14%	1,400	100
Other Professional Services.....	2,600	606	(1,994)	23.31%	1,887	(1,281)
Landfill Fees.....	5,300	2,256	(3,044)	42.57%	1,116	1,140
Office Equipment Maintenance.....	350	75	(275)	21.43%	138	(63)
Radio Equipment Maintenance.....	1,200	499	(701)	41.58%	-	499
Equipment.....	3,000	3,022	22	100.73%	1,277	1,745
Building & Grounds.....	6,200	4,746	(1,454)	76.55%	4,296	450
Rental - Other.....	11,200	8,989	(2,211)	80.26%	9,794	(805)
General Liability Insurance.....	14,218	12,330	(1,888)	86.72%	11,328	1,002
Workers Comp Premium.....	84,920	42,462	(42,458)	50.00%	40,908	1,554
Telephone.....	2,400	1,063	(1,337)	44.29%	669	394
Cellular Telephone.....	3,600	429	(3,171)	11.92%	757	(328)
Travel Other.....	1,050	-	(1,050)	0.00%	-	-
Interdept Charges - Admin, Clrk, & Acct.....	10,100	5,052	(5,048)	50.02%	5,052	-
Total Contractual.....	198,993	113,870	(85,123)	57.22%	102,971	10,899
<u>General Supplies and Materials</u>						
Office Supplies.....	700	782	82	111.71%	298	484
Janitorial Supplies.....	5,800	4,222	(1,578)	72.79%	2,940	1,282
General Supplies - Food.....	600	193	(407)	32.17%	-	193
General Supplies - Clothing.....	3,700	1,581	(2,119)	42.73%	653	928
General Supplies - Machinery & Equipment.....	3,200	1,135	(2,065)	35.47%	796	339
General Supplies - Buildings & Grounds.....	38,150	13,898	(24,252)	36.43%	12,135	1,763
General Supplies - Landscape Supplies.....	15,350	5,759	(9,591)	37.52%	4,605	1,154
General Supplies - Other.....	3,500	1,590	(1,910)	45.43%	566	1,024
Water.....	61,325	36,077	(25,248)	58.83%	19,222	16,855
Gas.....	2,200	360	(1,840)	16.36%	231	129
Membership Dues.....	600	80	(520)	13.33%	710	(630)
Safety Equipment.....	3,125	2,172	(953)	69.50%	2,238	(66)

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
 PARK FUND  
 FOR THE QUARTER ENDED  
 September 30, 2021

	Budget 2021/2022	Actual to Date 2021/2022	Actual vs. Budget Difference	Percent	Actual to Date Prior Fiscal Year	Change from Prior Fiscal Year
Small Tools.....	2,200	820	(1,380)	37.27%	488	332
Law Enforcement.....	1,600	727	(873)	45.44%	175	552
Vehicle Repair.....	3,000	1,169	(1,831)	38.97%	466	703
Motor Fuel & Lubricants.....	5,000	636	(4,364)	12.72%	894	(258)
Office Furniture & Equipment.....	6,900	-	(6,900)	0.00%	4,045	(4,045)
Interdept Charges - Fuel/Lubricants.....	20,690	8,883	(11,807)	42.93%	5,492	3,391
Interdept Charges - Vehicle Maintenance.....	69,725	34,860	(34,865)	50.00%	33,678	1,182
Total General Supplies and Materials.....	247,365	114,944	(132,421)	46.47%	89,632	25,312
Total Park Operations and Maintenance.....	<b>1,688,563</b>	<b>834,316</b>	<b>(854,247)</b>	<b>49.41%</b>	<b>738,355</b>	<b>95,961</b>
Capital Outlay						
Capital Outlay - Bldg & Site Improvement.....	228,000	2,500	(225,500)	1.10%	-	2,500
Capital Outlay - Park Improvements.....	43,000	-	(43,000)	0.00%	32,104	(32,104)
Capital Outlay - Machinery & Equipment.....	43,000	-	(43,000)	0.00%	-	-
Capital Outlay - Engineering Fees.....	24,038	18,032	(6,006)	75.02%	-	18,032
Total Capital Outlay.....	338,038	20,532	(317,506)	6.07%	32,104	(11,572)
Total Expenditures.....	2,026,601	854,848	(1,171,753)	42.18%	770,459	84,389
REVENUES OVER/(UNDER) EXPENDITURES.....	(906,751)	(677,230)	229,521		(642,384)	(34,846)
Other Financing Sources						
Transfer from Other Funds-In(out).....	81,830	29,298	(52,532)	35.80%	28,296	1,002
Transfer Park Sales Tax.....	575,000	287,502	(287,498)	50.00%	287,502	-

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
PARK FUND  
FOR THE QUARTER ENDED  
September 30, 2021

	Budget 2021/2022	Actual to Date 2021/2022	Actual vs. Budget Difference	Percent	Actual to Date Prior Fiscal Year	Change from Prior Fiscal Year
Proceeds from Sale of Capital Assets.....	10,250	1,664	(8,586)	16.23%	5,047	(3,383)
Proceeds from insurance.....	-	-	-	-	-	-
Total Other Financing Sources.....	667,080	318,464	(348,616)	47.74%	320,845	(2,381)
NET CHANGE IN FUND BALANCE.....	(239,671)	(358,766)	(119,095)		(321,539)	(37,227)
FUND BALANCE, BEGINNING OF YEAR.....	1,811,690	1,811,690			1,673,171	
FUND BALANCE, END OF QUARTER.....	1,572,019	1,452,924			1,351,632	