



**TOWN OF
DANVILLE**
PARKS & RECREATION

PARK BOARD AGENDA

Thursday, December 2, 2021
@ 6:00pm in Danville Town Hall

- I. Call Meeting to order
- II. Pledge of Allegiance
- III. Determination of Quorum
- IV. Consideration of Minutes
- V. New Business
 - 1. Welcome Cody Perkins
 - 2. Winterland
 - 3. Playscape
 - 4. Meeting Dates 2022
 - 5. Bollards
 - 6. Sidewalks
 - 7. Conservation Club
 - 8. Waste Management
- VI. Old Business
 - 1. Master Plan Update – First Draft in
 - 2. Concerts -
 - 3. Pool Projects -
 - 4. Football Tower
 - 5. Awning and Windows -
 - 6. DAC Update – HVAC, Locker Rooms
- VII. Financials YTD
- VIII. Motion to adjourn

Attachments – Minutes, Financials



**TOWN OF
DANVILLE**
PARKS & RECREATION

**Park Board Meeting Minutes
Thursday 10/28/21**

Attendance

Park Board Members Present: David Glover, Elizabeth Whitaker, Bill Sutton (Virtual)

Staff Present: Will Lacey, Eric Lobosky, Madison Henderson

Town Council Liaison: None

Park Board Members & Staff Absent: David Winters, Jim Percy, Tammy Dooley

Public: None

Open Meeting

Bill Sutton called the Park Board meeting to order at 6:07pm.

Pledge of Allegiance

Determination of Quorum

A quorum is present

Consideration of Minutes

A motion to accept the August 26, 2021 Park Board Meeting Minutes by David Glover, 2nd by Elizabeth Whitaker. Motion passes 3-0.

New Business

1. Welcome Cody Perkins- Will Lacey asked to table this until next meeting when Cody Perkins can attend.
2. Winterland- Will Lacey stated that the new tunnel is up and moving along.
3. Playscape- Eric Lobosky stated that we are in the process of repairing some items at Playscape, but also looking into the future of the wood structures and how they are aging.
4. Budget was approved- Will Lacey stated that the budget for 2022 was approved but did not get the requested additional full time maintenance staff.
5. Winterizing- Will Lacey stated that we are in the process of shutting down the pool restrooms, north park restrooms and all other drinking fountains. Staff will also be taking down the Blanton House Tent in the next week.
6. IPRA Conference- Will Lacey stated that we have Indiana Parks & Recreation Conference next week, so we will be out of the office for a couple days obtaining Continuing Education Units for our certifications.

7. Meeting Dates 2022- Will Lacey stated that the town is looking into moving all its evening meetings in 2022 to Wednesday nights and the Park Board would be the fourth Wednesday of every month.
8. Trail Expansion- Will Lacey ask for permission to spend 15k towards the pre-construction estimate to expand the Town Hall trail to the 4-H Fairgrounds. All Park Board attendees agree to proceed with the pre-construction estimate.

Old Business

1. Master Plan Update- The first draft has been completed and will send out as soon.
2. Concerts- Already looking into bands for next year.
3. Pool Projects- One of the best years in the last 5 years.
4. Football Tower- Will Lacey is waiting on a drone survey from Banning.
5. Awning & Windows- Some doors have been installed but waiting on the rest. Structural drawings are in for the Awning.
6. Parking Lot Prices- The prices have been quoted anywhere from 82k to 84k.
7. DAC Update- Meeting with Battershell to go over remodel design.

Reports

- A. YTD Financial Report- Profit & Loss statements have been reviewed by Park Board with no questions. Will Lacey stated that the board will notice a spike in spending during the next couple of months due to getting ready for Winterland.

Public Comment:

None

Adjournment

A motion was placed on the floor for adjournment by Elizabeth Whitaker, 2nd by David Glover. Motion passes 3-0.

After no further business, meeting was adjourned at 6:50 pm

The next board meeting will be 6:00pm on Thursday, December 2, 2021, located at 49 N. Wayne St., Danville, IN 46122

Park Staff to Do:

- Send out 1st Draft of Master Plan

Danville Park & Recreation Board

2022 Meeting Dates

All board meetings are held in the Town Council room at 49 North Wayne Street, Danville, IN. Meetings will be held on a monthly basis organizing every fourth Wednesday of the month at 6:00pm.

January 26, 2022

February 23, 2022

March 23, 2022

April 27, 2022

May 25, 2022

June 22, 2022

July 27, 2022

August 24, 2022

September 28, 2022

October 26, 2022

November 23, 2022

December 28, 2022

Park Board Approval Signatures

- | | | |
|----|-------|------------|
| 1. | _____ | Date _____ |
| 2. | _____ | Date _____ |
| 3. | _____ | Date _____ |
| 4. | _____ | Date _____ |
| 5. | _____ | Date _____ |

TOWN OF DANVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2021

PARKS AND RECREATION FUND
FINANCIAL SUMMARY

83.33% OF YEAR COMP.

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TOTAL REVENUE	<u>246,541.00</u>	<u>490.50</u>	<u>207,836.43</u>	<u>84.30</u>	<u>38,704.57</u>
TOTAL REVENUES	<u>246,541.00</u>	<u>490.50</u>	<u>207,836.43</u>	<u>84.30</u>	<u>38,704.57</u>
<u>EXPENDITURE SUMMARY</u>					
PARKS DEPARTMENT	103,699.00	3,922.18	49,464.32	47.70	54,234.68
SCHOOL	<u>133,620.00</u>	<u>226.24</u>	<u>105,504.22</u>	<u>78.96</u>	<u>28,115.78</u>
TOTAL EXPENDITURES	<u>237,319.00</u>	<u>4,148.42</u>	<u>154,968.54</u>	<u>65.30</u>	<u>82,350.46</u>
REVENUES OVER/(UNDER) EXPENDITURES	9,222.00 (3,657.92)	52,867.89	(43,645.89)

TOWN OF DANVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2021

-PARKS AND RECREATION FUND

83.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	M-T-D REVENUE	Y-T-D REVENUE	% OF BUDGET	BUDGET BALANCE
-4-0200 PARK & REC GEN PROPERTY TAX	59,028.00	0.00	32,500.30	55.06	26,527.70
-4-0201 PARK & REC FIT	229.00	0.00	283.53	123.81 (54.53)
-4-0202 PARK & REC EXCISE TAX	3,743.00	0.00	2,354.87	62.91	1,388.13
-4-0205 PARK & REC CVET	41.00	0.00	60.30	147.07 (19.30)
-4-2721 MISC REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00
-4-5205 CONCESSION STAND (Drawer 2)	27,000.00	0.00	30,407.97	112.62 (3,407.97)
-4-5206 POOL RECEIPTS (Drawer 1)	120,000.00	0.00	108,146.77	90.12	11,853.23
-4-6200 RENTAL FACILITIES	25,000.00	200.00	25,000.00	100.00	0.00
-4-7000 SALES TAX - RENTALS	11,500.00	290.50	9,082.69	78.98	2,417.31
TOTAL REVENUES	246,541.00	490.50	207,836.43	84.30	38,704.57

TOWN OF DANVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2021

PARKS AND RECREATION FUND
 PARKS DEPARTMENT

83.33% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	M-T-D EXPENSE	Y-T-D EXPENSE	% OF BUDGET	BUDGET BALANCE
542-100 SALARY/WAGES - REG	0.00	0.00	0.00	0.00	0.00
542-150 SALARY/WAGES - OVERTIME	11,250.00	0.00	0.00	0.00	11,250.00
542-170 OASI PY EXPENSES	4,175.00	173.24	1,990.29	47.67	2,184.71
542-175 SALARY/WAGES - PT/SEASONAL	43,024.00	2,264.65	26,017.24	60.47	17,006.76
542-210 OFFICE SUPPLIES	750.00	0.00	170.91	22.79	579.09
542-263 EQUIP MAINT SUPPLIES	23,000.00	724.11	13,421.45	58.35	9,578.55
542-420 NEW EQUIPMENT	13,000.00	0.00	0.00	0.00	13,000.00
542-950 SALES TAX - RENTAL PROPERTY	7,000.00	760.18	6,364.43	90.92	635.57
542-960 RENTAL PROPERTY REFUNDS	1,500.00	0.00	1,500.00	100.00	0.00
TOTAL PARKS DEPARTMENT	103,699.00	3,922.18	49,464.32	47.70	54,234.68

TOWN OF DANVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2021

PARKS AND RECREATION FUND

83.33% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	M-T-D EXPENSE	Y-T-D EXPENSE	% OF BUDGET	BUDGET BALANCE
544-170 OASI PY EXPENSES	6,120.00	0.00	4,776.80	78.05	1,343.20
544-175 SALARY/WAGES - SEASONAL	80,000.00	0.00	62,441.38	78.05	17,558.62
544-260 SUPPLIES	25,000.00	226.24	17,692.14	70.77	7,307.86
544-262 CONCESSION SUPPLIES	18,000.00	0.00	17,910.56	99.50	89.44
544-263 SALES & FOOD/BEV TAX	4,500.00	0.00	2,683.34	59.63	1,816.66
544-420 NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00
544-70 OASI PY EXPENSES	0.00	0.00	0.00	0.00	0.00
TOTAL POOL	133,620.00	226.24	105,504.22	78.96	28,115.78
TOTAL EXPENDITURES	237,319.00	4,148.42	154,968.54	65.30	82,350.46
REVENUES OVER/(UNDER) EXPENDITURES	9,222.00	(3,657.92)	52,867.89		(43,645.89)

END OF REPORT ***

TOWN OF DANVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2021

PARK NON-REVERTING FUND

FINANCIAL SUMMARY

83.33% OF YEAR COMP.

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TOTAL REVENUE	<u>391,000.00</u>	<u>33,537.03</u>	<u>379,058.30</u>	<u>96.95</u>	<u>11,941.70</u>
TOTAL REVENUES	391,000.00	33,537.03	379,058.30	96.95	11,941.70
=====					
<u>EXPENDITURE SUMMARY</u>					
PARK NON-REVERTING	<u>450,553.00</u>	<u>28,461.16</u>	<u>294,438.57</u>	<u>65.35</u>	<u>156,114.43</u>
TOTAL EXPENDITURES	450,553.00	28,461.16	294,438.57	65.35	156,114.43
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REVENUES OVER/(UNDER) EXPENDITURES	(59,553.00)	5,075.87	84,619.73		(144,172.73)

AS OF: OCTOBER 31ST, 2021

i-PARK NON-REVERTING FUND

83.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	M-T-D REVENUE	Y-T-D REVENUE	% OF BUDGET	BUDGET BALANCE
i-4-250 FITNESS CENTER - INCOME	220,000.00	16,144.00	166,585.50	75.72	53,414.50
i-4-2721 MISC REIMBURSEMENT	0.00	0.00	400.00	0.00 (400.00)
i-4-3472 PARK IMPACT FEES	50,000.00	9,468.00	81,267.00	162.53 (31,267.00)
i-4-421 BLANTON HOUSE RENTAL INCOME	58,000.00	2,100.00	43,540.00	75.07	14,460.00
i-4-521 RECREATION PROGRAM INCOME	43,000.00	4,574.25	18,781.35	43.68	24,218.65
i-4-5300 EXPIRED WARRANTS	0.00	0.00	0.00	0.00	0.00
i-4-600 WINTERLAND REVENUE	20,000.00	1,044.28	66,160.93	330.80 (46,160.93)
i-4-621 MISC INCOME	0.00	206.50	2,323.52	0.00 (2,323.52)
i-4-7000 SALES TAX - RENTAL	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	391,000.00	33,537.03	379,058.30	96.95	11,941.70

AS OF: OCTOBER 31ST, 2021

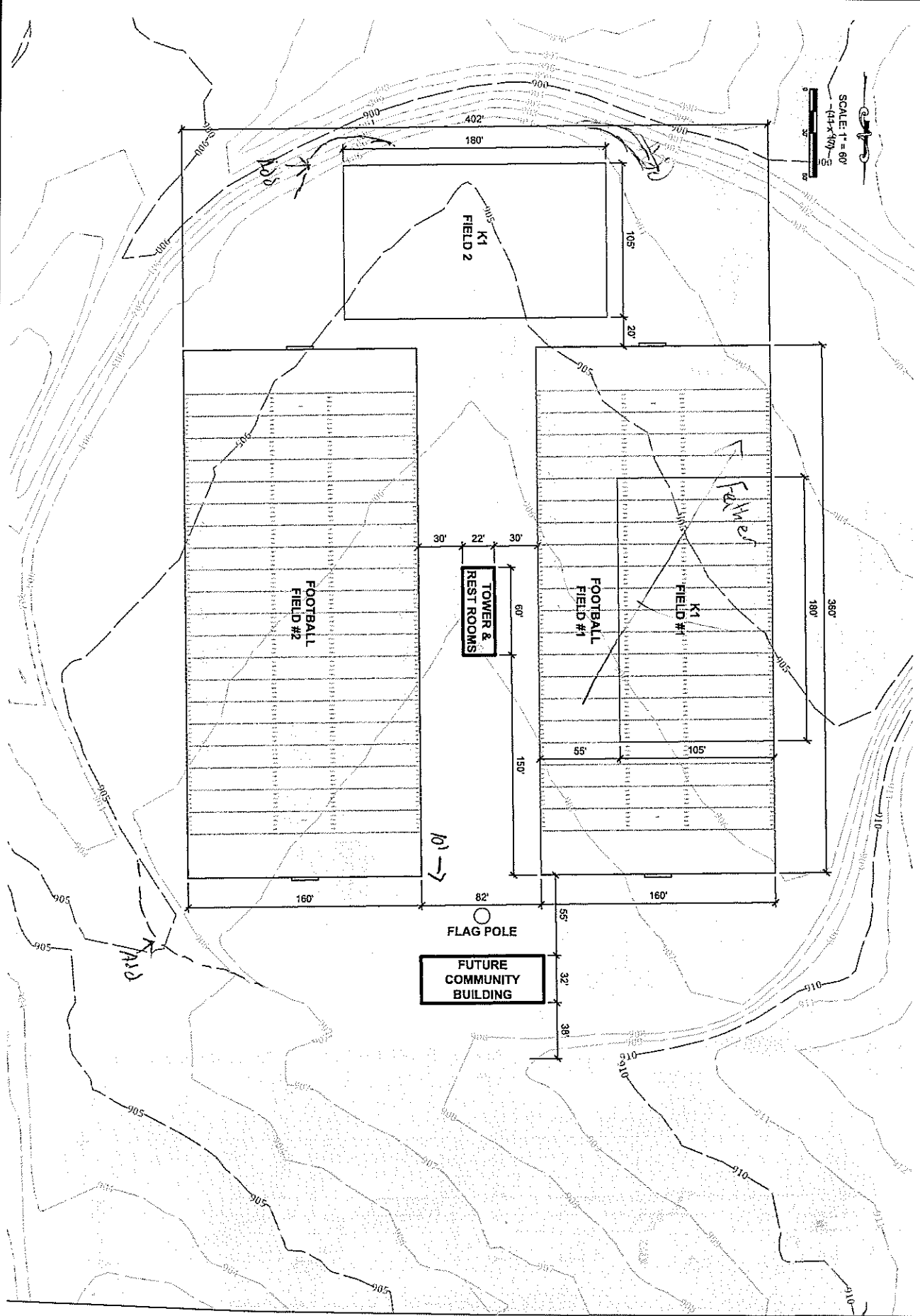
PARK NON-REVERTING FUND

PARK NON-REVERTING

83.33% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	M-T-D EXPENSE	Y-T-D EXPENSE	% OF BUDGET	BUDGET BALANCE
i-500-100 SALARY/WAGES	136,845.00	7,033.80	60,923.75	44.52	75,921.25
i-500-170 OASI - MED/SS	10,493.00	511.14	4,475.65	42.65	6,017.35
i-500-180 INSURANCE - EMPLOYEE HEALTH	8,590.00	823.54	7,713.86	89.80	876.14
i-500-181 PERF	7,125.00	507.34	5,327.07	74.77	1,797.93
i-500-190 TRAINING	7,500.00	1,857.67	5,510.28	73.47	1,989.72
i-500-250 FITNESS CENTER - EXPENSES	100,000.00	2,193.72	43,799.77	43.80	56,200.23
i-500-300 SPORTS PROGRAM EXP	0.00	0.00	0.00	0.00	0.00
i-500-340 PARK IMPACT FEE EXPENSE	50,000.00	188.24	27,848.24	55.70	22,151.76
i-500-400 VENDING MACHINE EXP	0.00	0.00	0.00	0.00	0.00
i-500-421 BLANTON HOUSE EXPENDITURES	30,000.00	3,023.91	23,913.05	79.71	6,086.95
i-500-521 RECREATION PROGRAM EXP	30,000.00	291.82	10,256.78	34.19	19,743.22
i-500-621 PARK EXPENSE	50,000.00	6,559.88	76,230.11	152.46 (26,230.11)
i-500-700 WINTERLAND	20,000.00	5,470.10	28,440.01	142.20 (8,440.01)
i-500-9000 SALES TAX - BH RENTAL	0.00	0.00	0.00	0.00	0.00
i-500-931 MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
TOTAL PARK NON-REVERTING	450,553.00	28,461.16	294,438.57	65.35	156,114.43
TOTAL EXPENDITURES	450,553.00	28,461.16	294,438.57	65.35	156,114.43
REVENUES OVER/(UNDER) EXPENDITURES	(59,553.00)	5,075.87	84,619.73		(144,172.73)

END OF REPORT ***



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FOOTBALL FIELD LAYOUT
 GARY EAKIN COMMUNITY PARK
 CENTER TOWNSHIP
 DANVILLE, INDIANA

Design	DATE	REVISIONS	DATE
Drawn: DS			
Checked:			
Scale: 1"=60'			
Date: 11.4.2021			