

TOWN OF  
**DANVILLE**  
**PARKS & RECREATION**

**PARK BOARD AGENDA**

Wednesday, May 15, 2024

@ 5:30pm 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. Trail Project
  - 2. Sponsorship Plan
  - 3. Staff retreat
  - 4. Fuel system install
  
- VI. Old Business
  - 1. Rec Update –Pickleball League, Macrame, Swim Lessons
  - 2. Football Tower – Landscaping, Field Goals, Scoreboards Install. AV Purchased, Permit complete. Watering again.
  - 3. GFAC Update –Painting taking place, Lots of pool prep.
  - 4. DAC Update – Prep HVAC, Entry Move, Locker Room Remodel
  
- VII. Financials YTD
- VIII. Motion to adjourn

Attachments – Minutes, Financials

  
**TOWN OF  
DANVILLE**  
**PARKS & RECREATION**  
Park Board Meeting Minutes  
Wednesday 4/17/24

**Attendance**

Park Board Members Present: David Glover, Jim Percy(Virtual), Peter Trybula, Bill Sutton, Tim McRoberts  
Staff Present: Will Lacey, Madison Henderson, Mark Morgan  
Town Council Liaison: Greg Irby  
Park Board Members & Staff Absent: Eric Lobosky  
Public:

**Open Meeting**

Bill Sutton called the Park Board meeting to order at 5:33pm.

**Pledge of Allegiance**

**Determination of Quorum**

A quorum is present.

**Consideration of Minutes**

A motion to accept the February 21, 2024, Park Board Meeting Minutes by David Glover, 2<sup>nd</sup> by Jim Percy. Motion passes 5-0.

**New Business**

1. Trail Project – Met about the inner urban trail. Decided to do a 30% design to make sure the project is possible before moving forward. Lacey went over the contract with the Board. David Glover motioned to approve the contract to not exceed \$250,000. 2<sup>nd</sup>ed by Jim Percy and had a 5-0 vote for approval.
2. NHS – Lacey let the board know that we will have over 60 National Honor Society members working to spread over 120 yards of mulch in two weeks.
3. IPRA Maintenance Expo – Staff attended an expo to learn new things and learn about trends in parks currently.

**Old Business**

1. Rec Update – Soccer program going great. Lifeguarding class had more applicants than jobs. Spring cleanup had 90 volunteers. Macrame didn't happen because of late signups.
2. Football Tower – Finished Electrical, Field Goals, Scoreboards and AV are next.
3. GFAC Update – Hiring almost done, painting should be finished this week. Loungers order and steps being rebuilt.
4. DAC Update- Prep HVAC, Conference Room, Entry Move, Locker Room Remodel waiting on State approval permit.

**Reports**

- A. YTD Financial Report- Profit & Loss statements have been reviewed by Park Board with no questions. Lacey explained the pool account spending will be really high the next month. Shade at Jack Willard Park was installed.
- B. Bill Sutton asked to have the Jack Willard bushes in the front trimmed. Lacey confirmed they will be done this coming week.

**Public Comment:**

None

**Adjournment**

A motion was placed on the floor for adjournment by Tim McRoberts, 2<sup>nd</sup> by David Glover. Motion passes 5-0.

After no further business, meeting was adjourned at 6:33pm

The next board meeting will be 5:30pm on Wednesday, May 15, 2024, located at 49 N. Wayne St., Danville, IN 46122

TITLE	NAME	SIGNATURE	DATE



# Budget Report Account Summary

For Fiscal: 2024 Period Ending: 04/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 2204 - PARKS AND RECREATION FUND</b>							
<b>Revenue</b>							
<a href="#">2204-4-31100</a>	PARK & REC GEN PROPERTY TAX	0	63000	0	0	-63000	100
<a href="#">2204-4-33501</a>	PARK & REC FIT	8952	8952	0	0	-8952	100
<a href="#">2204-4-33560</a>	PARK & REC EXCISE TAX	51668	51668	0	0	-51668	100
<a href="#">2204-4-34711</a>	POOL RECEIPTS (Drawer 1)	120000	120000	4463	16024	-103976	86.65
<a href="#">2204-4-34713</a>	CONCESSION STAND (Drawer 2)	27000	27000	0	0	-27000	100
<a href="#">2204-4-36217</a>	RENTAL FACILITIES	25000	25000	2500	11800	-13200	52.8
<a href="#">2204-4-36235</a>	PARK & REC CVET	1269	1269	0	0	-1269	100
<a href="#">2204-4-36250</a>	SALES TAX - RENTALS	12000	12000	1300.78	3661.18	-8338.82	69.49
<a href="#">2204-4-39955</a>	MISC REIMBURSEMENTS	2000	2000	0	0	-2000	100
	<b>Revenue Total:</b>	<b>247889</b>	<b>310889</b>	<b>8263.78</b>	<b>31485.18</b>	<b>-279403.82</b>	<b>0.898725</b>
<b>Expense</b>							
<a href="#">2204-5-500-41330</a>	PERF	0	0	4161.36	16627.96	-16627.96	0
<a href="#">2204-5-500-41331</a>	SUPPLEMENTAL RETIREMENT	0	0	77.86	311.44	-311.44	0
<a href="#">2204-5-500-41350</a>	INSURANCE - EMPLOYEE BENEFITS	0	0	4596.78	24065.53	-24065.53	0
<a href="#">2204-5-500-70410</a>	OASI - MEDI/SS	0	0	2274.51	8871.45	-8871.45	0
<a href="#">2204-5-542-41100</a>	SALARY/WAGES - REG	392063	392063	29227.29	116909.13	275153.87	70.18
<a href="#">2204-5-542-41114</a>	SALARY/WAGES - PT/SEASONAL	85000	85000	1512	3208.5	81791.5	96.23
<a href="#">2204-5-542-41118</a>	SALARY/WAGES - OVERTIME	17063	17063	0	0	17063	100
<a href="#">2204-5-542-41330</a>	PERF	55673	55673	0	0	55673	100
<a href="#">2204-5-542-41331</a>	SUPPLEMENTAL RETIREMENT	1290	1290	0	0	1290	100
<a href="#">2204-5-542-41350</a>	INSURANCE - EMPLOYEE BENEFITS	0	74117	0	0	74117	100
<a href="#">2204-5-542-42100</a>	OFFICE SUPPLIES	750	750	0	0	750	100
<a href="#">2204-5-542-42310</a>	EQUIP MAINT SUPPLIES	30000	30000	3371.77	10483.65	19516.35	65.05
<a href="#">2204-5-542-42913</a>	RENTAL PROPERTY REFUNDS	1500	1500	500	550	950	63.33
<a href="#">2204-5-542-43999</a>	SALES TAX - RENTAL PROPERTY	10000	10000	528.32	2847.68	7152.32	71.52
<a href="#">2204-5-542-70410</a>	OASI PY EXPENSES	35948	35948	0	0	35948	100
<a href="#">2204-5-544-41114</a>	SALARY/WAGES - SEASONAL	80000	80000	0	0	80000	100
<a href="#">2204-5-544-42200</a>	SUPPLIES	35000	35000	741.3	22708.06	12291.94	35.12
<a href="#">2204-5-544-42214</a>	CONCESSION SUPPLIES	25000	25000	17.91	135.82	24864.18	99.46
<a href="#">2204-5-544-42310</a>	SALES & FOOD/BEV TAX	3000	3000	0	0	3000	100
<a href="#">2204-5-544-70410</a>	OASI PY EXPENSES	6120	6120	0	0	6120	100
	<b>Expense Total:</b>	<b>778407</b>	<b>852524</b>	<b>47009.1</b>	<b>206719.22</b>	<b>645804.78</b>	<b>0.757521</b>
	<b>Fund: 2204 - PARKS AND RECREATION FUND Surplus (Deficit):</b>	<b>-530518</b>	<b>-541635</b>	<b>-38745.32</b>	<b>-175234.04</b>	<b>366400.96</b>	<b>0.676472</b>
<b>Fund: 4403 - PARK NON-REVERTING FUND</b>							
<b>Revenue</b>							
<a href="#">4403-4-34714</a>	FITNESS CENTER - INCOME	225000	225000	18983.5	89406.25	-135593.75	60.26
<a href="#">4403-4-34715</a>	RECREATION PROGRAM INCOME	45000	45000	4539	17511	-27489	61.09
<a href="#">4403-4-34718</a>	WINTERLAND REVENUE	45000	45000	0	0	-45000	100
<a href="#">4403-4-34720</a>	PARK IMPACT FEES	150000	150000	45797	120636	-29364	19.58
<a href="#">4403-4-39915</a>	BLANTON HOUSE RENTAL INCOME	60000	60000	13907.5	27557.5	-32442.5	54.07
<a href="#">4403-4-39953</a>	MISC INCOME	0	0	52.5	1052.5	1052.5	0
<a href="#">4403-4-43750</a>	PROMOTION	0	0	2000	2000	2000	0
	<b>Revenue Total:</b>	<b>525000</b>	<b>525000</b>	<b>85279.5</b>	<b>258163.25</b>	<b>-266836.75</b>	<b>0.50826</b>
<b>Expense</b>							
<a href="#">4403-5-500-41100</a>	SALARY/WAGES	74931	74931	7615.08	30154.57	44776.43	59.76
<a href="#">4403-5-500-41114</a>	SALARIES/WAGES - PART TIME	78039	78039	0	0	78039	100
<a href="#">4403-5-500-41330</a>	PERF	9716	9716	749.48	2997.92	6718.08	69.14
<a href="#">4403-5-500-41350</a>	INSURANCE - EMPLOYEE HEALTH	15731	15731	1059.08	5236.32	10494.68	66.71
<a href="#">4403-5-500-42225</a>	FITNESS CENTER - EXPENSES	175000	175000	3738.82	41357.42	133642.58	76.37

**Budget Report**

**For Fiscal: 2024 Period Ending: 04/30/2024**

		<b>Original</b>	<b>Current</b>	<b>Period</b>	<b>Fiscal</b>	<b>Variance</b>	
		<b>Total Budget</b>	<b>Total Budget</b>	<b>Activity</b>	<b>Activity</b>	<b>Favorable</b>	<b>Percent</b>
						<b>(Unfavorable)</b>	<b>Remaining</b>
<a href="#">4403-5-500-42230</a>	RECREATION PROGRAM EXP	20000	20000	2250.68	19030.24	969.76	4.85
<a href="#">4403-5-500-42235</a>	PARK EXPENSE	50000	50000	13598.05	42118.72	7881.28	15.76
<a href="#">4403-5-500-43151</a>	TRAINING	7500	7500	479.14	1342.14	6157.86	82.1
<a href="#">4403-5-500-43402</a>	PARK IMPACT FEE EXPENSE	200000	200000	0	0	200000	100
<a href="#">4403-5-500-43650</a>	BLANTON HOUSE EXPENDITURES	25000	25000	1713.01	4402.31	20597.69	82.39
<a href="#">4403-5-500-43750</a>	Promotional Expense	0	0	180.99	180.99	-180.99	0
<a href="#">4403-5-500-70410</a>	OASI - MED/SS	0	11246	554.92	2196.28	9049.72	80.47
<a href="#">4403-5-500-73240</a>	WINTERLAND	45000	45000	0	13769.71	31230.29	69.4
	<b>Expense Total:</b>	<b>700917</b>	<b>712163</b>	<b>31939.25</b>	<b>162786.62</b>	<b>549376.38</b>	<b>0.771419</b>
	<b>Fund: 4403 - PARK NON-REVERTING FUND Surplus (Deficit):</b>	<b>-175917</b>	<b>-187163</b>	<b>53340.25</b>	<b>95376.63</b>	<b>282539.63</b>	<b>1.509591</b>
<b>Fund: 4439 - FOOD &amp; BEVERAGE TAX</b>							
<b>Revenue</b>							
<a href="#">4439-4-33519</a>	FOOD & BEVERAGE TAX	247000	247000	16141.29	71299.63	-175700.37	71.13
	<b>Revenue Total:</b>	<b>247000</b>	<b>247000</b>	<b>16141.29</b>	<b>71299.63</b>	<b>-175700.37</b>	<b>0.711338</b>
<b>Expense</b>							
<a href="#">4439-5-500-43106</a>	OTHER SERVICES & CHARGES	0	247000	0	0	247000	100
<a href="#">4439-5-500-43200</a>	CAPITAL OUTLAY	0	0	0	8364.4	-8364.4	0
	<b>Expense Total:</b>	<b>0</b>	<b>247000</b>	<b>0</b>	<b>8364.4</b>	<b>238635.6</b>	<b>0.966136</b>
	<b>Fund: 4439 - FOOD &amp; BEVERAGE TAX Surplus (Deficit):</b>	<b>247000</b>	<b>0</b>	<b>16141.29</b>	<b>62935.23</b>	<b>62935.23</b>	<b>0</b>
	<b>Report Surplus (Deficit):</b>	<b>-459435</b>	<b>-728798</b>	<b>30736.22</b>	<b>-16922.18</b>	<b>711875.82</b>	<b>0.976781</b>

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
<b>Fund: 2204 - PARKS AND RECREATION FUND</b>						
Revenue	247889	310889	8263.78	31485.18	-279403.82	0.898725
Expense	778407	852524	47009.1	206719.22	645804.78	0.757521
<b>Fund: 2204 - PARKS AND RECREATION FUND Surplus (Deficit):</b>	<b>-530518</b>	<b>-541635</b>	<b>-38745.32</b>	<b>-175234.04</b>	<b>366400.96</b>	<b>0.676472</b>
<b>Fund: 4403 - PARK NON-REVERTING FUND</b>						
Revenue	525000	525000	85279.5	258163.25	-266836.75	0.50826
Expense	700917	712163	31939.25	162786.62	549376.38	0.771419
<b>Fund: 4403 - PARK NON-REVERTING FUND Surplus (Deficit):</b>	<b>-175917</b>	<b>-187163</b>	<b>53340.25</b>	<b>95376.63</b>	<b>282539.63</b>	<b>1.509591</b>
<b>Fund: 4439 - FOOD &amp; BEVERAGE TAX</b>						
Revenue	247000	247000	16141.29	71299.63	-175700.37	0.711338
Expense	0	247000	0	8364.4	238635.6	0.966136
<b>Fund: 4439 - FOOD &amp; BEVERAGE TAX Surplus (Deficit):</b>	<b>247000</b>	<b>0</b>	<b>16141.29</b>	<b>62935.23</b>	<b>62935.23</b>	<b>0</b>
<b>Report Surplus (Deficit):</b>	<b>-459435</b>	<b>-728798</b>	<b>30736.22</b>	<b>-16922.18</b>	<b>711875.82</b>	<b>0.976781</b>

### Fund Summary

Fund	Original	Current	Period	Fiscal	Variance
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)
2204 - PARKS AND RECREATION f	-530518	-541635	-38745.32	-175234.04	366400.96
4403 - PARK NON-REVERTING FU	-175917	-187163	53340.25	95376.63	282539.63
4439 - FOOD & BEVERAGE TAX	247000	0	16141.29	62935.23	62935.23
<b>Report Surplus (Deficit):</b>	<b>-459435</b>	<b>-728798</b>	<b>30736.22</b>	<b>-16922.18</b>	<b>711875.82</b>