

May 22, 2024
Park Board Meeting Packet

THE CITY OF MALDEN

201 S. MADISON STREET

MALDEN MISSOURI

PHONE: 573-276-4502 FAX: 573-276-4109

EMAIL ADDRESS: JessieCobb@maldenmo.com

PARK BOARD MEETING MINUTES – WEDNESDAY, APRIL 17, 2024 at 5:30 pm.

Called to order at 5:42 pm

	<u>PRESENT</u>	<u>ABSENT</u>
BOARD MEMBER IAN CASTO	<u>X</u>	<u> </u>
BOARD MEMBER TOMMORRO ANTWINE	<u>X</u>	<u> </u>
BOARD MEMBER AMY COLEMAN (Left at 6:10pm)	<u>X</u>	<u> </u>
BOARD MEMBER BRENDA CRUMBIE	<u> </u>	<u>X</u>
BOARD MEMBER WALKER CULP	<u>X</u>	<u> </u>
BOARD MEMBER EARNEST FOBBS	<u> </u>	<u>X</u>
BOARD MEMBER MIKE KEAN	<u> </u>	<u>X</u>
BOARD MEMBER ANITA MATHIES	<u>X</u>	<u> </u>
VACANT	<u> </u>	<u> </u>

5 Members Present

Others in Attendance:

DED/Airport Director David Blalock, Street/Parks Foreman Dewayne Rogers, City Council Liaison Bo Beckett, and Deputy City Clerk Jessie Cobb.

Open Forum

Jonas Cannon addressed the Board about having a music festival at the Tammy Wynette Park. He stated that he knows a few artists including himself that would be interested in doing it. He stated that there isn't anything for kids and young adults to do in Malden and he thinks this would be good for them. He stated that we could have talent shows or competitions for local artists and we could also include other things besides just singing, such as drums, saxophone etc. The Board informed him that he and any other artists will need to have liability insurance and the music will have to be family friendly and be approved beforehand because this will be representing The City of Malden but that this would be good for the community. He stated that himself and/or other local artists would be interested in doing music for the 4th of July Event. He gave his contact information to the board and said they can contact him for events.

Approval of Minutes from March 20, 2024 Park Board Meeting

MOTION: by Board Member Mathies to approve the minutes from the March 20, 2024 Park Board Meeting.

SECOND: by Board Member Antwine.

Motion Carried 5/0

March 2024 Financial Reports

MOTION: by Board Member Mathies to approve the March 2024 Financial Reports.

SECOND: by Board Member Coleman

Motion Carried 5/0

Blades Park/ FCC

The FCC Land Transfer and donation (\$5,000) was approved at Monday's Council Meeting. Smith informed the Public Works Superintendent that the Street/Parks Department is no longer responsible for that park.

Scout Hut Update

On April 9th Street/Parks Foreman Rogers and City Administrator Smith met with BP Builders to get a second estimate on repairing the Scout Hut. Smith didn't receive a formal quote but she reached out and BP Builders gave her an estimate over the phone. The estimate was \$62,000-\$65,000 including the HVAC. The first estimate was from Daniel Lopez Construction of \$78,000 and that is not including the HVAC. The board discussed that they are going to have to decide if they want to put the money into it or tear it down. If we have to tear it down there is a place at the airport that the Girl Scouts can use.

Board Member Coleman left at 6:10 pm

New RV Park Update

The chat is all that is remaining to completely finish the new RV Park. We need 18-24 loads of chat and that will cost \$10,000-\$12,000. Smith is trying to get that cost down.

Splash Pad Update

The equipment is estimated to arrive June 21st. Smith is working on the concrete bid to go out beginning of May.

4th of July

The event has been advertised on Facebook and all former vendors have been contacted. We have 5 vendors so far and 4 more that may be able to participate. Casto states that we need to amend the Registration Forms to state that the smoking of tobacco, marijuana and the vaping of any substances is prohibited.

Chairman's Report

The new park benches and tables that we received with a grant have been assembled and they will be placed within the next week or so. We will get the reimbursement for those as soon as they are placed and the State has confirmed placement.

Next Meeting

The next Park Board Meeting is on May 15th at 5:30 at City Hall.

Other Business Deemed Necessary

DED/Airport Director David Blalock states that the electric has all been installed at Tammy Wynette Park. There are 18-20 plug-ins. The concrete needs some work but we are going to try to have that fixed by the 4th of July.

After other business is discussed, a motion to adjourn was entertained.

MOTION: by Board Member Culp to adjourn the Park Board Meeting of April 17, 2024 at 6:33 pm.

SECOND: by Board Member Mathies

Motion Carried 4/0

Meeting adjourned at 6:33 pm

JESSIE COBB, DEPUTY CITY CLERK

IAN CASTO, CHAIRMAN

UNAPPROVED

CITY OF MALDEN
INCOME STATEMENT FOR THE PARKS DEPARTMENT
MODIFIED CASH BASIS

For the Ten Months Ending April 30, 2024

Account Description	Current Year		YTD Budget	YTD Variance	Annual Budget	Annual Variance
	Current Month	Year to Date				
Revenues						
PAR4016 Local Park Tax Revenue	15,668.93	135,241.90	125,000.00	10,241.90	150,000.00	(14,758.10)
PAR4050 Interest Income Park	0.00	292.31	0.00	292.31	0.00	292.31
PAR4071 Soccer Program Park	0.00	0.00	0.00	0.00	0.00	0.00
PAR4072 Softball Income - Park	0.00	0.00	0.00	0.00	0.00	0.00
PAR4073 Tackle Football Income	0.00	0.00	0.00	0.00	0.00	0.00
PAR4074 Flag Football Income	0.00	0.00	0.00	0.00	0.00	0.00
PAR4093 Special Income-Park	0.00	0.00	0.00	0.00	0.00	0.00
PAR4097 Grant Income-Park	0.00	0.00	0.00	0.00	0.00	0.00
PAR4099 Other Revenue Park	50.00	650.00	1,666.66	(1,016.66)	2,000.00	(1,350.00)
PAR4200 Rent- Clubhouse/Scout Hut	350.00	3,725.00	3,500.00	225.00	4,200.00	(475.00)
PAR4245 RV PARK RENT	2,550.00	16,685.00	15,000.00	1,685.00	18,000.00	(1,315.00)
PAR4255 Cart Shed Rent	0.00	0.00	0.00	0.00	0.00	0.00
PAR4300 Utilities Reimbursements	0.00	18,931.16	15,833.34	3,097.82	19,000.00	(68.84)
Total Revenues	18,618.93	175,525.37	161,000.00	14,525.37	193,200.00	(17,674.63)
Operating Expenses						
PAR4407 Professional Fees	181.00	181.00	0.00	(181.00)	0.00	(181.00)
PAR4510 Salaries-Park	3,087.10	33,821.57	35,060.00	1,238.43	42,072.00	8,250.43
PAR4511 Lagers-Park	320.55	3,484.18	4,487.50	1,003.32	5,385.00	1,900.82
PAR4512 Employee Ins-Park	(33.64)	603.12	9,391.66	8,788.54	11,270.00	10,666.88
PAR4513 Payroll Taxes-FICA	234.12	2,564.88	2,682.50	117.62	3,219.00	654.12
PAR4615 MIRMA Ins Park	0.00	0.00	4,593.34	4,593.34	5,512.00	5,512.00
PAR4732 Basket Ball Court Repairs-Park	0.00	0.00	1,666.66	1,666.66	2,000.00	2,000.00
PAR4738 Building Maint Park	28.00	414.34	833.34	419.00	1,000.00	585.66
PAR4739 Equip Maint Park	193.32	1,579.63	416.66	(1,162.97)	500.00	(1,079.63)
PAR4740 Vehicle Maint Park	0.00	223.95	166.66	(57.29)	200.00	(23.95)
PAR4743 Advertising/Promo-Parks	0.00	208.34	208.34	208.34	250.00	250.00
PAR4745 General Supplies Park	1,016.01	5,998.07	2,166.66	(3,831.41)	2,600.00	(3,398.07)
PAR4746 Janitorial Park	0.00	520.00	833.34	313.34	1,000.00	480.00
PAR4839 Archery Range	0.00	0.00	250.00	250.00	300.00	300.00
PAR4840 Football Expense-Flag	0.00	0.00	0.00	0.00	0.00	0.00
PAR4841 Football Expense-Tackle	0.00	0.00	0.00	0.00	0.00	0.00
PAR4842 Chemicals/Seed - Park	0.00	1,200.00	1,083.34	(116.66)	1,300.00	100.00
PAR4843 Tee-Ball & Pee Wee League	0.00	0.00	0.00	0.00	0.00	0.00
PAR4844 Little League Program-Park	0.00	0.00	0.00	0.00	0.00	0.00
PAR4848 Land Rent	0.00	1,523.00	1,416.66	(106.34)	1,700.00	177.00
PAR4849 Lease Rental Park	0.00	0.00	0.00	0.00	0.00	0.00
PAR4854 Maint-Recreation Equip Park	0.00	0.00	1,666.66	1,666.66	2,000.00	2,000.00
PAR4857 Legal Notices Ads Park	0.00	0.00	166.66	166.66	200.00	200.00
PAR4858 Gasoline/Oil Park	341.88	1,527.15	2,500.00	972.85	3,000.00	1,472.85
PAR4859 Electric/Water Park	1,648.62	20,579.78	15,833.34	(4,746.44)	19,000.00	(1,579.78)
PAR4861 Natural Gas Parks	0.00	729.68	666.66	(63.02)	800.00	70.32
PAR4863 Sanitation - Park	200.00	4,187.02	2,916.66	(1,270.36)	3,500.00	(687.02)
PAR4870 Bootheel Youth Museum	7,834.47	67,619.87	62,500.00	(5,119.87)	75,000.00	7,380.13
PAR4925 Splashpad Expense-Frisco Park	0.00	36,310.12	0.00	(36,310.12)	0.00	(36,310.12)
PAR4969 Softball/Bascball Field Maint-Park	0.00	0.00	416.66	416.66	500.00	500.00
PAR4970 Grant Expense Account-Park	0.00	49,502.00	0.00	(49,502.00)	0.00	(49,502.00)
PAR4976 Seminars/Training	0.00	0.00	0.00	0.00	0.00	0.00
PAR4986 Ground Maint-Parks	293.95	3,363.23	3,476.78	113.55	4,172.14	808.91
PAR4987 Soccer Field Maint-Park	0.00	0.00	416.66	416.66	500.00	500.00
PAR4988 Basket Ball Program	0.00	0.00	0.00	0.00	0.00	0.00
PAR4995 Capital Expenditures Park	137.99	35,182.68	25,000.00	(10,182.68)	30,000.00	(5,182.68)
PAR4997 Codification - Parks	0.00	0.00	375.00	375.00	450.00	450.00
PAR4999 Other Expenditures Park	0.00	7,062.98	2,500.00	(4,562.98)	3,000.00	(4,062.98)
Total Operating Expenses	15,483.37	278,178.25	183,691.74	(94,486.51)	220,430.14	(57,748.11)
Net Operating Income	3,135.56	(102,652.88)	(22,691.74)	(79,961.14)	(27,230.14)	(75,422.74)

PARK FUND ACCOUNT: \$ -

\$30,000 Capital Expenditure for Repayment of Splashpad



MALDEN PARK BOARD
Independence Day Event

Tammy Wynette Park

Thursday, July 4, 2024

3:00 pm- 8:00 pm

Name/Business Name: _____

Address: _____

Phone: _____

Email: _____

Vendor Type: _____

***Food Vendor must obtain a health inspection certificate from the Dunklin County Health Department prior to event, if applicable. Contact the Dunlin County Health Department at 573-888-9008 or at info@dunklincountyhealth.com.**

Spaces: **\$25.00 each**

Will you need electric? _____

REGISTRATION & FEE DUE NO LATER THAN
5:00 P.M. ON JULY 1, 2024

Make Checks Payable & Mail to:

City of Malden, 201 S. Madison, Malden, MO 63863

Questions: Call 573-276-4502 or Email info@maldenmo.com

Release of Liability and Hold Harmless Agreement

I/We the undersigned, personally, _____, and as the authorized representative of and doing business as _____, will be participating in the Independence Day Event on July 4, 2024.

I/We understand and agree that the City of Malden and Malden Parks & Recreation Board or its trustees, representatives, employees, or agents may not be held liable in any way for an occurrence in connection with the event, including set-up and removal of display, which may result in injury, harm, theft, or other damages to the undersigned or members of the organizations and guests, invited and not.

As part of the consideration for being allowed to use the grounds, I/we hereby assume all risk in connection with participation in the activity. I/We further release the City of Malden and Malden Parks & Recreation Board, its employees, agents, or representatives for any damages which may occur while participating in the event. I/We further agree to indemnify and hold harmless the City of Malden and Malden Parks & Recreation Board, its employees, agents, or representatives from any claim by the undersigned member of the Organization, their estate heirs, or assigns arising out of participation in any form or fashion in the event. I/We also authorize the City of Malden and Malden Parks & Recreation Board, its employees or agents to render or obtain emergency medical care or treatment as may be necessary should an injury, harm, or accident occur while participating the event.

I/We further state that I/We are authorized to sign this agreement; that I/We understand the terms herein are contractual and not mere recital; and that I/We have signed this document of my/our own free act and volition. I/We further state and acknowledge that I/We have fully informed ourselves of the content of this affirmation and release by reading it before I/We signed it.

I/We have executed this affirmation and Release on the _____ day of _____, 2024.

Signature: _____

By signing and submitting this application with payment verifies that you have read and agreed to the terms and conditions of the Release of Liability and the attached Rules & Guidelines.

Rules, Guidelines and Information

Registration:

- Completed registration forms and fees due by **5:00 p.m. the Monday before event**. Completed forms with the required signatures on Registration/Release or Liability and Rules & Guidelines form, and with cleared payment will be accepted on a first come basis. Payment may be made with cash, check or credit card.

Vendor & Booth Information:

- Vendors agree to contain their items within the assigned space.
- Vendors can set up the day of the event beginning at 12:00 pm. Vendors **MUST** be set up prior to and ready to receive customers by 3:00 pm.
- Vendor agrees to keep booth open the hours of event and display a professional and appropriate appearance and bearing.
- Each vendor shall be responsible for the care and sale of their own items and exhibits. Each vendor is responsible for supplying their own cash box and change; as well as manning their assigned booth at all times. Vendors are responsible for the collection and remission of any sales tax, if applicable, to the State of Missouri.
- No merchandise that pertains to or includes profanity, vulgar, inappropriate pictures or language. The City of Malden and Malden Parks & Recreation Board reserves the right to have vendors remove any inappropriate items from the premises immediately.
- The event coordinators reserve the right to re-arrange displays that may inhibit traffic flow through the event.
- Each vendor is responsible for cleaning his/her area prior to departure at the end of the event, as well as any damage they may cause. Vendors are expected to have their space cleared of merchandise and cleaned by 8:00 p.m.
- Vendors are required to move their vehicles to the designated areas after unloading.
- Vendor understands it is their responsibility to obtain a health inspection certificate from the Dunklin County Health Department prior to event.

General Info & Rules:

- Absolutely **NO** alcoholic beverages, tobacco, marijuana or vapes allowed on property, either for sale or personal use.

Event Sponsor Info & Release of Liability:

- The City of Malden and Malden Parks & Recreation Board and its assigns are not responsible for any torts or acts of negligence committed by vendors while on the premises. The City of Malden and Malden Parks & Recreation Board will not be

responsible for any lost, stolen or damaged merchandise and/or property of vendors/exhibitors.

- Any questions regarding this event should be directed to the phone number or email listed on the registration form; and to the coordinators identified during the event hours.

Signing and submitting this registration form with payment verifies that you have read and agreed to the terms and conditions of the Rules, Guidelines and Information, as well as the Release of Liability.

Signature: _____

Date: _____

Please retain a copy of these forms for your records and information.

Return completed original forms (4 pages) AND registration fee to:

City of Malden and Malden Parks & Recreation Board, 201 S. Madison, Malden, MO 63863

2024 Independence Day Event Vendors

Attending	Name	Vendor Type
Yes	Old Time Pony Rides & More	Pony Rides & Petting Zoo
Yes	Teresita's Street Food	Mexican Food Truck
Yes	Tasty Sno Crabz	Seafood Food Truck
Yes	Lemonade House Grille	Drinks & Jumbo Pretzels
Yes	Mudcat Coffee House	Food Truck
Yes	C & K Creations	Freeze dried candy, cotton candy, snow cones
Yes	Sugar Tree Woodworks	Wood carvings, games & signs
Yes	Las Comadres Mexican Snacks	Snacks, desserts, fresh fruit & more
Maybe	Grace Baptist Church	?
Maybe	Simply Made Creations	Keychains & Pillows
Maybe	Jennifer Prusaczyk	Hand crafted jewelry