



Madison County Parks and Recreation

January 11, 2023: 7:00pm

- I. Call to order
- II. Roll call
- III. Determination of a quorum
- IV. Public Comment
- V. Elections
- VI. Adoption of Minutes (November/December)
- VII. Treasurer's Report
- VIII. Building Committee Report
- IX. Old Business
 - a. Youth Sports
 - i. Coach Approval Lists
 - ii. Youth Sports Rental Form
 - iii. Umpire/Referee Background Check
 - b. Outdoor Recreation Center Project
 - c. Events
 - i. Upcoming calendar
 - d. Hooville Lacrosse Tournament
 - e. PRA Budget FY 24
- X. New Business
 - a. Disc Golf Tournament (7/22-7/23)
 - b. PRA Board volunteer items coming next month
 - c. Bounce House Purchase
- XI. Other Business
 - a. Around the Room
- XII. Public Comment
- XIII. Adjournment



Madison County Parks and Recreation

November 9, 2022: 7:00pm

- I. Call to order: The meeting was called to order by Kendall Fears at 7:03pm
- II. Roll call: Jerry Carpenter, Lindsay Von Herbulis, Jerry Carpenter, Moonie Frazier, Danny Crigler, Clay Jackson, Nathan Carter, Cary Yowell, Krista Tanner,
- III. Determination of a quorum: We have a quorum.
- IV. Public Comment: No public comment
- V. Adoption of Minutes: Clay moved we adopt the minutes. Carty seconded. Nathan, Moonie, Danny abstained. Passed unanimously.
- VI. Treasurer's Report (September): We have a lot of expenses out for October. There's 15k allotted for the red barn roof repair. Carty said we need to watch the labor. Parking stops are installed and we don't have a plan for the tent money. Carty moved we accept the treasurer's report. Clay seconded it. Passes unanimously.
- VII. Building Committee Report: CIP span of the red barn has begun and they are looking at the roof and getting it fixed. Jerry asked if we should get quotes on the roof. Clay said yes.
- VIII. Old Business
 - a. Outdoor Recreation Center Project
 - i. Final splashpad design: The proposal has been sent in. There are more key elements. Lindsay wants to put this design in the final engineering report. She asked for questions. Kendall asked about the surface and it is all concrete. Moonie said that they had to add benches and some shade structures in Culpeper. Lindsay said it can be added on later. She said that the area will all be fenced in so that it makes fence with the area. Clay asked about the water run-off. Moonie said that we need to be mindful because when mowing, grass can get in the filters and cause issues. Lindsay said we will wait to put in the fencing. Nathan asked if someone would be assigned to oversight and how to maintain the area? Lindsay said once things start happening, we can shut the area down. Moonie said there were not many problems with it shutting down because of litter and things. Nathan moved to approve the design. Danny seconded. Passed unanimously.
 - ii. Engineering Update: The engineering meeting is on the 17th which includes splash pad and playground, concessions, bathroom, etc... There will be 4 family restrooms.
 - b. Youth Sports
 - i. Winter Sports
 1. Registration open: Closes on the 15th..Some close on the 20th.
 - c. Events

- i. HalloweenFest – October 22: Had over 170 people. Stopped counting after 6pm. Went well and we need more people to help out with this. Kendall asked if we could combine it with the Haunted Woods. Clay asked how many are needed for Haunted Woods.
- ii. Haunted Woods – October 29: It was a success there were 489 people going thru. Ipads crashed. There were some instances where we need to have security onsite. High school students need to have a chaperone at all times.
- iii. Madison Days @ PATH Recreation and Fitness Center 11/5-11/13: There's 5.00 off on activities thru Sunday.
- iv. Tree Planting Ceremony – November 13, 1-3:00pm: Trees will be planted from the 20th anniversary. Holes will be dug tomorrow. Lindsay asked if anyone will be coming. Kendall said she will be there. Nathan said he will be there from 1 to 2. Danny said he will be there.
- v. S'mores with Santa – December 10: We have another light box.

IX. New Business

- a. Hooville Lacrosse Tournament: Thursday we were approached by UVA Lacross. They use Woodberry field and Culpeper fields. They want to use 8 lacross fields in Madison. Lindsay sent costs to rent the fields. Clay moved we approve the tournament. Clay seconded. Clay amended his motion to let staff negotiate so this can happen. Total would be corrected to 4,470.00. Passed unanimously.
- b. VRPS Conference Update: Saturday to yesterday was the conference in VA beach. Was a good conference. Wants to start a youth volleyball with Greene and Orange.
- c. Pavilion Parking Update: Already discussed. Very good work by Jerry.
- d. NAYS – updating Youth Sports Policy and Procedure Manual:
 - i. Youth Sports Coach Requirements – Compliance: Need to do a coach training to make sure things are compliant. Teams need a facility permit. Permit will be issued when things are in compliance. Each sports organization will do a facility request for permit. Kendall asked if we should run night to do training. She would facilitate.

X. Other Business

- a. Around the Room: Danny is excited to see the splash park going. Football helmets are in. Nathan said the splash pad stuff is impressive. Good work on the haunted woods. Kendall is excited about compliance and splash pad. Brenda brought up that she liked the idea of renting out the fields. People don't have a place to stay. Jerry vented about not having a network. Krista mentioned building cabins for people to stay in.

XI. Public Comment: No public comment.

XII. Adjournment: The meeting was adjourned at 8:17pm.

Respectfully Submitted,

Connie Deatherage

CC September Financials, Splash Pad design drawings



Madison County Parks and Recreation

December 14, 2022: 7:00pm

- I. Call to order: Meeting was called to order at 7:02 pm by Kendall Fears.
- II. Roll call: Connie Deatherage, Jerry Carpenter, Lindsay Von Herbulis, Nathan Carter, Kendall Fears, Carty Yowell, Clay Jackson, Moonie Frazier, Danny Crigler. Missing Krista Tanner. Moonie had to leave early to pick up his children.
- III. Determination of a quorum: We have a quorum.
- IV. Public Comment: No public comment.
- V. Adoption of Minutes: The minutes were forgotten. Will review next month.
- VI. Treasurer's Report (October/November): There were a lot of changes in November. Need to change our FY 2024 budget to account for higher utility costs. Fuel pricing has changed as well. Under Improvements: trees for the 20th anniversary notable guests. Activities by class is the wrong one. Purchased things for the light show that will come out of the Haunted Woods fund. The rest will go to the playground project. Carty said there was a donation for \$500.00 for the playground. Carty said to remind people to donate to support Hoover Ridge because it is tax deductible. Received another \$100.00 dollars for Smores with Santa. We have given out \$1,900.00 for youth scholarship funds this year. Nathan asked if the lacrosse tournament is booked and it is. Clay moved to approve as submitted. Nathan seconded. Passed unanimously.
- VII. Building Committee Report: Jerry had nothing to report
- VIII. Old Business
 - a. Youth Sports
 - i. Coach Approval Lists: Lindsay said we can't take background checks from other organizations. Several coaches have not completed their training. Clay moved we approve the coaches who have completed the three training requirements. The others are not approved until they complete their training. Lindsay will approve the completions of the background checks administratively and will flag if something does not pass. These will then come back to a closed session to figure it out. Carty seconded. Passed unanimously. Coaches have had several notifications if they have not done their training. Kendall said the training looks better than it has in the past.
 - ii. Hockey Fundraisers: Need approval to have a golf tournament at Greene Hills country club March 27th 2023. Clay moved to approve. Nathan seconded. Passed unanimously. Hockey will handle all of the event and then turn the profit over to Parks and Rec for the Hockey Rink. Second fundraiser is to do a UTV or ATV/50/50 raffle. If money up front needs to be taken, then it will come directly from Hockey. Clay moved to approve this. Danny seconded. Passed unanimously.

Other Hockey fundraiser ideas: A gun raffle. For adult league Hockey, the Breweries want to provide advertising a signage at the rink. Danny moved they have a gun raffle. Moonie seconded. Did not pass unanimously. Nathan opposed.

The last issue is that goalies must wear all protective equipment. A kid wants to wear sneakers and not skates. This was for the Hockey board to decide.

- iii. Youth Sports Rental Form: This was presented and will go to the commissioners before the season is started. There are currently no rental agreement for the fields. Clay asked if it should go in front of the County Attorney. Clay made a motion to approve pending the attorney's approval. Nathan seconded. Passed unanimously.

b. Outdoor Recreation Center Project

- i. PER Review: Went thru page by page. Any changes need to be provided by Friday. Need a price for gravel parking instead of asphalt. Take out the bike path and switch playground pavilion and provide an accessible walking path. Move the pavilion closer to the entrance. Asked for clarification on the cut and fill on the grading plan. Add three hydrants on the water map. Having a yard hydrant near the pergola, tennis courts and yard. Concession stand want to add urinals to restrooms and move the concession window. Move a door. Do the doors to face the parking area. Some of the playground pieces are not correct. Remove the Reference to the Washington Caps. Funding is out 2 years. Reference to the new pavilion and pergola for rent needs to be taken out. Cost estimates: need to check price on permit, check LED lighting, gravel costs. Danny said that if someone wants to work with suppliers to get good pricing. Carty asked is it outside of the scope of a prelim engineering review to cost us for maintenance and upkeep. Lindsay said we have costs for the splash pad. If that isn't part of it, the question will be asked. It was agreed to pull something together. Pergola lighting? Recheck a few numbers for pumps and vault and surfacing. Phase III Hockey rink, Check the electrical. Lumens per square foot. Cost on the concrete pad is too low. and needs to be revised. Kendall reminded to submit in writing by Friday.

c. Events

- i. Tree Planting Ceremony: Kendall said trees were planted and most everyone showed up but Bruce Parker and Madison Ford. It was a special day.
- ii. S'mores with Santa: Fabulous turn-out. It was a free for all!

d. Hooville Lacrosse Tournament: Working on the contract but it is in the works.

IX. New Business

- i. Recycled Plastic Bench fundraiser: Nan Coppage sent an email for recycled plastic film to build a park bench. A non-profit can get these make only. Lindsay has the information. She asked if someone can be in charge of it. Jerry Carpenter will head this project up.
- ii. PRA Budget items for FY 24: Budget will be done by the next meeting and there will be new board members coming in next year. Kendall said fuel and electricity need to be accounted for.

- iii. Events for 2023: Asked for input for events. Danny said start with lacrosse and do some other things. Sheep dog trials will be next year. There will be a band at Wool and Wine. Bands are being booked for music in the park.
 - iv. Madison Day: Karen Coppage approached about Woodbury sending 400 students come to the part on Madison Day. They have agreed to buy all signage and install it. Looking to do the concrete for frisbee golf and build a raised bed garden.
 - v. Fiber Building at Hoover Ridge: Want to put a fiber optic hub at Hoover ridge park. It will be a pre-cast building with trees around it.
- X. Other Business
- a. Around the Room: Went around the room and commented on the audit being successful and other positive things.
- XI. Public Comment: Chris Artale thanked Danny and said he is always giving back.
- XII. Adjournment: Clay moved the meeting be adjourned. Nathan seconded. Passed unanimously. The meeting was adjourned at 8:38 pm.

Attachments: PRA Financial Documents, Coaches list, Youth Sports Rental Form, PER

Madison County Parks and Recreation Authority
Budget vs Actual-Operations only
 July through December 2022

	Jul - Dec 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
410000 · Contribution from Madison Co	52,003	118,004	(66,002)	44%
410050 · County Employees - Contribution	88,213	191,828	(103,616)	46%
410100 · Madison County School Fund	0	8,000	(8,000)	0%
411000 · Donations				
411010 · Hoover Ridge Pledge Payments	0	1,000	(1,000)	0%
411011 · Carpenter Foundation Fund	0	2,492	(2,492)	0%
411015 · Hoover Ridge Fund	0	1,877	(1,877)	0%
Total 411000 · Donations	0	5,369	(5,369)	0%
413000 · Brought forward from prior year	0	1,134	(1,134)	0%
419000 · Misc Income	23,002	23,002	(0)	100%
419200 · Gain on Sale of Fixed Assets	8,729	8,729	0	100%
422000 · User Fee	13,704	22,700	(8,997)	60%
Total Income	185,649	378,766	(193,117)	49%
Gross Profit	185,649	378,766	(193,117)	49%
Expense				
500000 · Expenses--Operational				
501000 · Payroll Expenses				
501100 · Labor				
501101 · Part-Time Custodian	1,039	1,950	(911)	53%
501102 · Part-Time Clerical	9,739	15,600	(5,861)	62%
501103 · Part-Time Maintenance	9,711	17,375	(7,665)	56%
501105 · Facility Supervisor	1,674	7,650	(5,976)	22%
Total 501100 · Labor	22,162	42,575	(20,413)	52%
501110 · Fringe				
501111 · FICA and Medicare	1,685	3,257	(1,572)	52%
501112 · VEC Expense	20	658	(638)	3%
501113 · FUTA	8			
Total 501110 · Fringe	1,713	3,915	(2,202)	44%
Total 501000 · Payroll Expenses	23,875	46,490	(22,615)	51%
502000 · Leased Employees	88,213	191,828	(103,616)	46%
503000 · Outside Services	2,736	4,476	(1,741)	61%
504000 · Repairs & Maintenance				
504110 · Field Maintenance	1,697	10,500	(8,803)	16%
504120 · Supplies	2,979	4,000	(1,021)	74%
504130 · Maintenance	35	3,000	(2,965)	1%
504140 · Vehicle/Equipment Repairs	2,947	8,000	(5,053)	37%
Total 504000 · Repairs & Maintenance	7,659	25,500	(17,841)	30%
505000 · Advertising	0	350	(350)	0%
506000 · Utilities				
506100 · Electricity				
506101 · Red Barn	176	330	(154)	53%
506102 · PRA Office	660	1,800	(1,140)	37%
506103 · E1	54	180	(126)	30%
506104 · E2/Concessions	516	1,400	(884)	37%
506106 · Hockey Rink/Concessions	263	520	(257)	51%
506107 · Soccer Field	137	275	(138)	50%
506108 · Camp Crockett	134	280	(146)	48%
506109 · Performing Arts Stage	193	430	(237)	45%
506110 · H5 Pressbox and Lights	390	1,000	(610)	39%
506111 · Football / Concessions	358	460	(102)	78%

Madison County Parks and Recreation Authority
Budget vs Actual-Operations only
 July through December 2022

	Jul - Dec 22	Budget	\$ Over Budget	% of Budget
506112 · Hoover Ridge Concessions	1,231	1,900	(669)	65%
506113 · Farmers Market MOP	133	250	(117)	53%
Total 506100 · Electricity	4,246	8,825	(4,579)	48%
506119 · Heating Services	0	570	(570)	0%
506120 · Water & Sewer				
506121 · Portajohn Costs	6,200	11,000	(4,800)	56%
Total 506120 · Water & Sewer	6,200	11,000	(4,800)	56%
506130 · Telecommunications	683	1,370	(687)	50%
Total 506000 · Utilities	11,129	21,765	(10,636)	51%
507000 · Insurance				
507100 · Insurance - Vehicle	2,328	2,328	0	100%
507110 · Insurance - Property	451	469	(18)	96%
507120 · Insurance - General Liability	341	340	1	100%
507140 · Insurance - Public Officials	550	550	0	100%
507150 · Insurance - Crime	675	675	0	100%
507160 · Insurance--Equipment Breakdown	38	39	(1)	97%
507170 · Insurance-Inland Marine	144	144	0	100%
507190 · Dividend Credit	(90)	(70)	(20)	129%
Total 507000 · Insurance	4,437	4,475	(38)	99%
508000 · Seminars & Tuition	1,836	4,000	(2,164)	46%
508100 · Affiliations/Dues	603	640	(37)	94%
509000 · Office Supplies	5,236	8,400	(3,164)	62%
509100 · Office Equipment	1,557	1,800	(243)	87%
509200 · Meals and Entertainment	101	210	(109)	48%
509300 · Subscriptions	1,214	2,430	(1,216)	50%
509400 · Event Supplies	450	900	(450)	50%
510000 · Postal Service	60	450	(390)	13%
511000 · Fuel	5,210	7,000	(1,790)	74%
512000 · Janitorial	64	500	(436)	13%
513000 · Small Tools & Equipment	0	1,000	(1,000)	0%
514000 · Fees				
514020 · Bank Fees	0	90	(90)	0%
514030 · Credit Card Processing Fees	922	1,360	(438)	68%
514040 · Tax Filing	0	100	(100)	0%
Total 514000 · Fees	922	1,550	(628)	59%
Total 500000 · Expenses--Operational	155,299	323,764	(168,465)	48%
516000 · Capital Outlays				
516100 · Tools & Equipment				
516105 · Robot Paint Machine	6,665	6,300	365	106%
Total 516100 · Tools & Equipment	6,665	6,300	365	106%
516200 · Building/Infrastructure Dev				
516202 · PRA Office Projects	2,426	2,500	(74)	97%
516204 · Road Improvements	0	1,500	(1,500)	0%
516205 · Driving Range	1,137	1,100	37	103%
516209 · Stage	0	1,500	(1,500)	0%
516210 · Concession Stand/Restroom				
516210T · Concession Interior Supplies	1,096	1,100	(4)	100%
Total 516210 · Concession Stand/Restroom	1,096	1,100	(4)	100%

Madison County Parks and Recreation Authority
Budget vs Actual-Operations only
 July through December 2022

	<u>Jul - Dec 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
516212 · Park Improvements	2,424	3,000	(576)	81%
516215 · Red Barn	0	15,000	(15,000)	0%
516299 · Other	0	23,002	(23,002)	0%
Total 516200 · Building/Infrastructure Dev	<u>7,083</u>	<u>48,702</u>	<u>(41,619)</u>	<u>15%</u>
Total 516000 · Capital Outlays	<u>13,748</u>	<u>55,002</u>	<u>(41,254)</u>	<u>25%</u>
Total Expense	<u>169,047</u>	<u>378,766</u>	<u>(209,719)</u>	<u>45%</u>
Net Ordinary Income	<u>16,602</u>	<u>0</u>	<u>16,602</u>	<u>100%</u>
Net Income	<u><u>16,602</u></u>	<u><u>0</u></u>	<u><u>16,602</u></u>	<u><u>100%</u></u>

Madison County Parks and Recreation Authority

01/11/23

Statement of Activities

Accrual Basis

December 2022

	Dec 22	Jul - Dec 22
Ordinary Income/Expense		
Income		
410000 · Contribution from Madison Co		52,002.50
410050 · County Employees - Contribution		88,212.50
411000 · Donations		
411010 · Hoover Ridge Pledge Payments		2,000.00
411015 · Hoover Ridge Fund	5,000.00	5,000.00
411022 · Playground Project	265.50	858.50
411023 · Tree Memorial Program	100.00	100.00
411024 · Hockey Rink Relocation Project	571.25	2,209.25
411030 · Youth Programs		
411031 · Youth Programs Scholarship Fund		1,250.00
411032 · Youth Program - Specified	50.00	4,570.00
Total 411030 · Youth Programs	50.00	5,820.00
Total 411000 · Donations	5,986.75	15,987.75
413000 · Brought forward from prior year		134,953.20
414000 · Rentals		
414100 · Picnic Shelter Rental	-50.00	600.00
414110 · Facility/Field Rental	4,350.00	5,304.44
Total 414000 · Rentals	4,300.00	5,904.44
415000 · Fees		
415100 · Program Registration		
415103 · Program Registration Fees	3,912.96	67,160.52
Total 415100 · Program Registration	3,912.96	67,160.52
Total 415000 · Fees	3,912.96	67,160.52
416000 · Concessions Sales	856.50	3,309.91
417000 · Events		
417007 · Haunted Woods		5,579.68
417008 · Youth Programs		
417008C · Nerf Wars		290.00
Total 417008 · Youth Programs		290.00
417010 · Music in the Park		6,588.23
Total 417000 · Events		12,457.91
418000 · Team/Program Sponsorship	1,050.00	3,700.00
419000 · Misc Income		
419100 · Fundraisers		845.00
419000 · Misc Income - Other		23,001.96
Total 419000 · Misc Income		23,846.96
419200 · Gain on Sale of Fixed Assets		8,729.00
422000 · User Fee		
422010 · Driving Range	5.00	314.00
422000 · User Fee - Other	5,014.77	13,703.50
Total 422000 · User Fee	5,019.77	14,017.50
Total Income	21,125.98	430,282.19
Gross Profit	21,125.98	430,282.19

Madison County Parks and Recreation Authority
Statement of Activities
December 2022

Expense	Dec 22	Jul - Dec 22
500000 · Expenses--Operational		
501000 · Payroll Expenses		
501100 · Labor		
501101 · Part-Time Custodian	150.00	1,038.53
501102 · Part-Time Clerical	1,567.50	9,738.75
501103 · Part-Time Maintenance		9,710.50
501105 · Facility Supervisor	1,125.00	1,674.00
Total 501100 · Labor	2,842.50	22,161.78
501110 · Fringe		
501111 · FICA and Medicare	217.46	1,684.81
501112 · VEC Expense	3.11	19.68
501113 · FUTA		8.28
Total 501110 · Fringe	220.57	1,712.77
Total 501000 · Payroll Expenses	3,063.07	23,874.55
502000 · Leased Employees		88,212.50
503000 · Outside Services	97.75	8,633.50
504000 · Repairs & Maintenance		
504110 · Field Maintenance		1,697.09
504120 · Supplies	641.11	2,979.26
504130 · Maintenance		35.07
504140 · Vehicle/Equipment Repairs	66.56	2,947.34
Total 504000 · Repairs & Maintenance	707.67	7,658.76
506000 · Utilities		
506100 · Electricity		
506101 · Red Barn	25.43	176.18
506102 · PRA Office	166.42	660.12
506103 · E1	10.91	54.42
506104 · E2/Concessions		516.16
506106 · Hockey Rink/Concessions	56.23	262.79
506107 · Soccer Field	22.05	136.66
506108 · Camp Crockett	22.16	134.19
506109 · Performing Arts Stage	25.11	193.46
506110 · H5 Pressbox and Lights	45.75	390.24
506111 · Football / Concessions	68.79	357.90
506112 · Hoover Ridge Concessions	134.47	1,231.10
506113 · Farmers Market MOP	22.05	132.69
Total 506100 · Electricity	599.37	4,245.91
506120 · Water & Sewer		
506121 · Portajohn Costs	420.00	6,200.00
Total 506120 · Water & Sewer	420.00	6,200.00
506130 · Telecommunications	113.69	683.24
Total 506000 · Utilities	1,133.06	11,129.15
507000 · Insurance		
507100 · Insurance - Vehicle		2,328.00
507110 · Insurance - Property		451.00
507120 · Insurance - General Liability		341.00
507140 · Insurance - Public Officials		550.00
507150 · Insurance - Crime		675.00
507160 · Insurance--Equipment Breakdown		38.00
507170 · Insurance-Inland Marine		144.00
507190 · Dividend Credit		-90.00
Total 507000 · Insurance		4,437.00

Madison County Parks and Recreation Authority

Statement of Activities

December 2022

	Dec 22	Jul - Dec 22
508000 · Seminars & Tuition	632.39	1,836.14
508100 · Affiliations/Dues	135.00	602.85
509000 · Office Supplies	425.97	5,235.72
509100 · Office Equipment	63.35	1,557.38
509200 · Meals and Entertainment		100.76
509300 · Subscriptions	48.96	1,213.65
509400 · Event Supplies		450.02
510000 · Postal Service		60.00
511000 · Fuel		5,209.65
512000 · Janitorial		63.99
514000 · Fees		
514030 · Credit Card Processing Fees	236.81	2,587.98
Total 514000 · Fees	236.81	2,587.98
Total 500000 · Expenses--Operational	6,544.03	162,863.60
516000 · Capital Outlays		
516100 · Tools & Equipment		
516105 · Robot Paint Machine		6,665.00
Total 516100 · Tools & Equipment		6,665.00
516200 · Building/Infrastructure Dev		
516202 · PRA Office Projects		2,426.13
516205 · Driving Range		1,137.19
516210 · Concession Stand/Restroom		
516210T · Concession Interior Supplies		1,096.00
Total 516210 · Concession Stand/Restroom		1,096.00
516212 · Park Improvements		2,423.72
Total 516200 · Building/Infrastructure Dev		7,083.04
Total 516000 · Capital Outlays		13,748.04
517000 · Expenses--Programs		
517010 · User Fee	5,150.94	14,113.04
517030 · Insurance - Youth Programs	3,288.00	8,185.40
517035 · Background Checks - Youth	219.50	386.38
517040 · Contractual Services		
517041 · Approved Instructors		31,973.17
517042 · Umpires and Referees	2,005.00	5,070.00
517043 · Driving Range		729.28
517044 · Special Event Contractor		296.25
Total 517040 · Contractual Services	2,005.00	38,068.70
517050 · Travel League Registration Fees		284.63
517070 · Program Operational Expenses	6,266.70	29,703.68
517075 · All Star Operational Expense		464.38
517080 · Events		
517081 · Wool & Wine Festival		253.11
517084 · Haunted Woods		2,625.54
517085 · S'mores with Santa	224.97	533.54
517088 · Youth Programs		
517088C · Park Activities		197.27
517088D · Nerf Wars		140.00
Total 517088 · Youth Programs		337.27
517089 · Fundraisers-Other		
517089A · Music in the Park		6,278.87
517089B · Movies in the Park		1,785.41
Total 517089 · Fundraisers-Other		8,064.28
Total 517080 · Events	224.97	11,813.74

Madison County Parks and Recreation Authority

01/11/23

Statement of Activities

Accrual Basis

December 2022

	Dec 22	Jul - Dec 22
517100 · Program Supplies	1,163.30	4,984.80
517110 · Trophies and Awards		305.56
517120 · Uniforms	3,623.80	6,676.87
517125 · All Star Uniforms	-27.38	58.62
517130 · Concession Expense	428.30	1,183.09
517140 · Team Apparel		560.00
517170 · Advertising Expenses		716.02
Total 517000 · Expenses--Programs	22,343.13	117,504.91
Total Expense	28,887.16	294,116.55
Net Ordinary Income	-7,761.18	136,165.64
Other Income/Expense		
Other Income		
610000 · Transfers In	3,288.00	4,023.41
Total Other Income	3,288.00	4,023.41
Other Expense		
620000 · Transfers Out		2,700.41
Total Other Expense		2,700.41
Net Other Income	3,288.00	1,323.00
Net Income	-4,473.18	137,488.64

Statement of Activities By Class

December 2022

	Income	Expense	Transfers In	Transfers Out	Net Income
Adult Basketball	990.96	255.55	0.00	735.41	0.00
Camps/Clinics	4,546.85	8,729.80	3,288.00	0.00	-894.95
Driving Range	314.00	1,009.47	0.00	0.00	-695.47
Facility Rental	6,124.44	5,429.44	0.00	0.00	695.00
Children's Events	841.92	337.27	0.00	0.00	504.65
Haunted Woods	5,155.68	2,984.96	0.00	0.00	2,170.72
Movies in the Park	350.00	1,435.41	735.41	0.00	-350.00
Music in the Park	6,335.12	6,335.12	0.00	0.00	0.00
S'mores with Santa	0.00	533.54	0.00	0.00	-533.54
Wool and Wine Festival	253.11	253.11	0.00	0.00	0.00
Total Fundraising Events	12,935.83	11,879.41	735.41	0.00	1,791.83
Hockey Rink Relocation Project	4,618.25	0.00	0.00	0.00	4,618.25
Tree Memorial Program	216.50	0.00	0.00	0.00	216.50
Youth Scholarship Fund	2,681.11	0.00	0.00	1,965.00	716.11
Hoover Ridge Donations - Other	35,567.96	0.00	0.00	0.00	35,567.96
Total Hoover Ridge Donations	38,465.57	0.00	0.00	1,965.00	36,500.57
Hoover Ridge Summer Camp	24,539.15	34,291.56	0.00	0.00	-9,752.41
Park Activities	339.08	200.56	0.00	0.00	138.52
Playground Project	34,320.78	19,986.02	0.00	0.00	14,334.76
Baseball Sign Account	275.00	50.00	0.00	0.00	225.00
Sign Programs - Varsity H5	900.00	0.00	0.00	0.00	900.00
Softball Sign Account	3,170.32	0.00	0.00	0.00	3,170.32
Total Sign Programs	4,345.32	50.00	0.00	0.00	4,295.32
Tour De Madison	2,650.00	1,650.00	0.00	0.00	1,000.00
User Fee	-34.65	2,075.78	0.00	0.00	-2,110.43
Women's Volleyball	2,405.43	2,186.42	0.00	0.00	219.01
Baseball	8,349.42	915.08	0.00	0.00	7,434.34
Basketball	12,633.86	5,712.84	0.00	0.00	6,921.02
Cheerleading	8,411.11	5,353.22	0.00	0.00	3,057.89
Football	8,123.19	7,499.21	0.00	0.00	623.98
Football Cheer	2,301.31	766.70	0.00	0.00	1,534.61
Hockey	21,469.70	5,418.59	0.00	0.00	16,051.11
Soccer	32,054.13	9,247.29	0.00	0.00	22,806.84
Softball	11,043.43	1,354.06	0.00	0.00	9,689.37
Wrestling	2,985.57	358.15	0.00	0.00	2,627.42
Total Youth	107,371.72	36,625.14	0.00	0.00	70,746.58
TOTAL	243,932.73	124,369.15	4,023.41	2,700.41	120,886.58

Madison County Parks and Recreation Authority
Statement of Financial Position
As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
10000 · Union Bank and Trust	151,647.16
Total Checking/Savings	151,647.16
Total Current Assets	151,647.16
Fixed Assets	
15000 · Capital Assets	
15010 · Construction in Progress	42,059.54
15020 · Building Improvements	28,395.43
15030 · Equipment	79,033.26
15120 · Accum. Depr-Bldg Improvements	-1,419.77
15130 · Accum. Depr.-Equipment	-47,536.14
Total 15000 · Capital Assets	100,532.32
Total Fixed Assets	100,532.32
TOTAL ASSETS	252,179.48
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	180.18
Total Accounts Payable	180.18
Other Current Liabilities	
24000 · Payroll Liabilities	
24010 · Federal Withholding	62.00
24020 · FICA & Medicare Withholding	222.97
24030 · Virginia Withholding	221.00
24040 · VEC Withholding	135.46
24000 · Payroll Liabilities - Other	-1.20
Total 24000 · Payroll Liabilities	640.23
Total Other Current Liabilities	640.23
Total Current Liabilities	820.41
Total Liabilities	820.41
Equity	
31000 · Investment in Capital Assets	98,053.79
33000 · Unassigned Fund Balance	15,325.64
34000 · Assigned Fund Balance	
34520 · Music in the Park	491.00
Total 34000 · Assigned Fund Balance	491.00
Net Income	137,488.64
Total Equity	251,359.07
TOTAL LIABILITIES & EQUITY	252,179.48

PRA Proposed Budget FY 2024

Ordinary Income/Expense	FY 21 Actual	FY 22 Actual	FY 23 Current	FY 23 Budget	FY 24 Budget	Justification
Income						
410000 · Contribution from Madison Co	246,455	133,888	52,003	118,004	127,446	
410050 · County Employees - Contribution	0	138,214	88,213	212,710	212,549	SUBJECT TO CHANGE BY COUNTY
410100 · Madison County School Fund	5,000	5,000	0	8,000	8,000	
410200 · Cares Act Funding	19,285	0	0	0	0	none
411000 · Donations						
411010 · Hoover Ridge Pledge Payments	0	0	0	1,000	1,000	
411011 · Carpenter Foundation Fund	3,976	2,492	0	2,492	2,492	
411015 · Hoover Ridge Fund	7,288	0	0	1,877	1,000	
411016 · Fund Balance	0	0	0	0	0	
Total 411000 · Donations	11,264	2,492	0	5,369	4,492	
413000 · Brought forward from prior year	923	0	0	1,134	1,134	
414000 · Rentals						
414140 · Equipment Rental	50	0	0	0	0	
Total 414000 · Rentals	50	0	0	0	0	
419000 · Misc Income	796	3,468	23,002	23,002	0	
419200 · Gain on Sale of Fixed Assets	3,325	0	8,729	8,729	0	
422000 · User Fee						
422010 · Driving Range	321	0	0	0	0	
422020 · COVID-19 Fee Income	1,840	0	0	0	0	
422000 · User Fee - Other	13,798	24,263	13,704	22,700	22,700	Remains same
Total 422000 · User Fee	15,959	24,263	13,704	22,700	22,700	
Total Income	303,057	307,325	185,651	399,648	376,321	
Gross Profit	303,057	307,325	185,651	399,648	376,321	
Expense						
500000 · Expenses--Operational						
501000 · Payroll Expenses						
501100 · Labor						
501101 · Part-Time Custodian	21,355	7,197	1,039	1,950	3,750	Increase to clean office 2x/month, concessions 1/week spring and fall seasons
501102 · Part-Time Clerical	6,346	12,770	9,739	15,600	15,600	
501103 · Part-Time Maintenance	12,320	34,647	9,711	17,375	17,375	
501105 · Facility Supervisor	0	0	1,674	7,650	10,530	
Total 501100 · Labor	40,021	54,614	22,163	42,575	47,255	
501110 · Fringe						
501111 · FICA and Medicare	3,121	4,121	1,685	3,257	3,615	
501112 · VEC Expense	25	39	20	658	778	
501113 · FUTA	0	28	8	0	0	
Total 501110 · Fringe	3,146	4,188	1,713	3,915	4,393	
Total 501000 · Payroll Expenses	43,167	58,802	23,876	46,490	51,648	

502000 · Leased Employees	122,894	138,214	88,213	191,828	212,549	Actual from County FY 23
503000 · Outside Services	1,540	293	2,736	4,476	4,476	
504000 · Repairs & Maintenance						
504110 · Field Maintenance	8,416	8,380	1,697	10,500	10,500	
504120 · Supplies	2,033	3,725	2,979	4,000	5,000	
504130 · Maintenance	586	2,618	35	3,000	2,000	
504140 · Vehicle/Equipment Repairs	7,494	6,332	2,947	8,000	8,000	
Total 504000 · Repairs & Maintenance	18,529	21,055	7,658	25,500	25,500	
505000 · Advertising	30	921	0	350	450	Increase advertising budget
506000 · Utilities						
506100 · Electricity						
506101 · Red Barn	310	322	176	330	380	Anticipated 15% increase from REC
506102 · PRA Office	1,928	1,538	660	1,800	2,070	Anticipated 15% increase from REC
506103 · E1	169	211	54	180	207	Anticipated 15% increase from REC
506104 · E2/Concessions	683	1,225	516	1,400	1,610	Anticipated 15% increase from REC
506105 · American Legion Pavilion	951	985	0	0	0	none
506106 · Hockey Rink/Concessions	490	435	263	520	598	Anticipated 15% increase from REC
506107 · Soccer Field	420	275	137	275	316	Anticipated 15% increase from REC
506108 · Camp Crockett	260	244	134	280	322	Anticipated 15% increase from REC
506109 · Performing Arts Stage	403	382	193	430	495	Anticipated 15% increase from REC
506110 · H5 Pressbox and Lights	744	910	390	1,000	1,150	Anticipated 15% increase from REC
506111 · Football / Concessions	433	201	358	460	529	Anticipated 15% increase from REC
506112 · Hoover Ridge Concessions	1,346	1,790	1,231	1,900	2,185	Anticipated 15% increase from REC
506113 · Farmers Market MOP	157	246	133	250	288	Anticipated 15% increase from REC
Total 506100 · Electricity	8,294	8,764	4,245	8,825	10,149	
506119 · Heating Services	0	0	0	570	570	Budgeted for incidentals
506120 · Water & Sewer						
506121 · Portajohn Costs	8,249	9,802	6,200	11,000	11,000	Increased fees from K&S
506122 · Rec Ctr. Road	412	550	0	0	0	
Total 506120 · Water & Sewer	8,661	10,352	6,200	11,000	11,000	
506130 · Telecommunications	1,973	2,474	683	1,370	1,370	Same
Total 506000 · Utilities	18,928	21,590	11,128	21,765	23,089	
507000 · Insurance						
507100 · Insurance - Vehicle	2,304	2,328	2,328	2,328	2,328	
507110 · Insurance - Property	469	469	451	469	469	
507120 · Insurance - General Liability	340	340	341	340	340	
507140 · Insurance - Public Officials	550	550	550	550	550	
507150 · Insurance - Crime	675	675	675	675	675	
507160 · Insurance--Equipment Breakdown	39	39	38	39	39	
507170 · Insurance-Inland Marine	144	144	144	144	144	
507190 · Dividend Credit	0	(70)	(90)	(70)	(70)	
Total 507000 · Insurance	4,521	4,475	4,437	4,475	4,475	Same
508000 · Seminars & Tuition	860	1,896	1,836	4,000	6,000	VRPS Annual, NRPA Annual, SFMA Conference

508100 · Affiliations/Dues	615	575	603	640	640	
509000 · Office Supplies	3,537	4,201	5,236	8,400	8,400	Same
509100 · Office Equipment	1,808	4,542	1,557	1,800	2,250	Anticipate 25% increase in usage
509200 · Meals and Entertainment	41	261	101	210	210	Same
509300 · Subscriptions	2,295	1,931	1,214	2,430	2,430	Same
509400 · Event Supplies	6,577	1,403	450	900	900	Need to replenish supplies
509500 · COVID-Related Expenses	20,615	874	0	0	0	
510000 · Postal Service	275	437	60	450	450	Same
511000 · Fuel	1,576	4,440	5,210	7,000	8,500	Increased gas prices
512000 · Janitorial	789	409	64	500	500	Same
513000 · Small Tools & Equipment	118	636	0	1,000	1,000	Same
514000 · Fees						
514020 · Bank Fees	247	11	0	90	90	Same
514030 · Credit Card Processing Fees	1,945	1,527	922	1,360	2,000	Increased CC usage by sports
514040 · Tax Filing	51	80	0	100	100	Same
Total 514000 · Fees	2,243	1,618	922	1,550	2,190	
Total 500000 · Expenses--Operational	250,958	268,573	155,301	323,764	355,657	
516000 · Capital Outlays						
516100 · Tools & Equipment						
516102 · Mower	35,764	0	0	0	0	None anticipated
516103 · Mower Attachments	0	2,065	0	0	0	None anticipated
516104 · UTV	0	10,975	0	0	0	None anticipated
516105 · Robot Paint Machine	0	0	6,665	6,300	6,665	Actual Rental Fee
Total 516100 · Tools & Equipment	35,764	13,040	6,665	6,300	6,665	
516200 · Building/Infrastructure Dev						
516201 · Carpenter Pavilion Projects	5,530	0	0	0	0	None anticipated
516202 · PRA Office Projects	0	0	2,426	2,500	3,000	PRA Office cleanup, landscaping, repairs
516204 · Road Improvements	1,900	0	0	1,500	2,000	Gravel, road repairs
516205 · Driving Range	211	0	1,137	1,100	0	None anticipated
516208 · E1/E2 Projects	726	0	0	0	0	None anticipated
516209 · Stage	0	84	0	1,500	0	None anticipated
516210 · Concession Stand/Restroom						
516210C · Site work, footings, ada walks	0	0	0	0	0	
516210F · Plumbing	816	0	0	0	0	
516210L · Trim Carpentry	450	0	0	0	0	
516210Q · Interior Walls	280	0	0	0	0	
516210S · Upstairs	406	1,400	0	0	0	
516210T · Concession Interior Supplies	635	2,258	1,096	1,100	0	
Total 516210 · Concession Stand/Restroom	2,587	3,658	1,096	1,100	0	None anticipated
516211 · H5 Renovation Project						
516211T · Batting Cages	55	0	0	0	0	
Total 516211 · H5 Renovation Project	55	0	0	0	0	
516212 · Park Improvements	3,156	8,134	2,424	3,000	9,000	New signage, roof for shed

516214 · Athletic Field Improvements	0	1,000	0	0	0	
516215 · Red Barn	0	0	0	15,000	0	None anticipated
516299 · Other	0	0	0	23,002	0	None anticipated
Total 516200 · Building/Infrastructure Dev	14,165	12,876	7,083	48,702	14,000	
516213 · Picnic Shelters	7,393	0	0	0	0	
Total 516000 · Capital Outlays	57,322	25,916	13,748	55,002	20,665	
Total Expense	308,280	294,489	169,049	378,766	376,322	
Net Ordinary Income	(5,223)	12,836	16,602	20,882	(0)	
Other Income/Expense						
Other Income						
610000 · Transfers In	3,693	1,000	0	0	0	
Total Other Income	3,693	1,000	0	0	0	
Other Expense						
620000 · Transfers Out	0	12,423	0	0	0	
Total Other Expense	0	12,423	0	0	0	
Net Other Income	3,693	(11,423)	0	0	0	
Net Income	(1,530)	1,413	16,602	20,882	(0)	

Position	Name (current)	Current Pay Rate	COLA	Escalated Pay Rate	Straight Time			Overtime			Overtime Max Allocation	Fringe Benefits						Total Labor Cost	Max Overtime		
					ST Hrs / week	# of Weeks	Straight Time Labor Cost	Overtime Pay Rate	OT Hrs / week	# of Weeks		Overtime Labor Cost	7.65% FICA	2.57% Unemployment (on first 8K)	Health Insurance (Historical %)	Group Life Insurance (Historical %)	Workers Compensation (Historical %)			VRS (Historical %)	
County 71100 P&R	Operations Coordinator	Jerry Carpenter	29.70	0.0%	29.70	40.00	52	61,776.00	44.55	3.50	52	8,108.10	69,884.10							61,776.00	8,108.10
County 71100 P&R	Program Coordinator	Lindsay Von Herbulis	23.13	0.0%	23.13	40.00	52	48,110.40	34.70	3.00	52	5,413.20	53,523.60							48,110.40	5,413.20
County 71100 P&R	Maintenance - Full Time	Ira Smith	16.00	0.0%	16.00	40.00	52	33,280.00	24.00	-	-	-	33,280.00							33,280.00	-
		County Employee Benefits												13,742.00		32,800.00	2,246.00	4,806.00	15,789.00	69,383.00	

PRA OPERATIONS GENERAL FUND

PRA Operations General Fund	Admin Assistant/Bookkeeper	Jordan Tamelcoff	15.00		15.00	20.00	52	15,600.00	22.50	-	-	-	15,600.00	1,193.40	205.60	-	-	-	-	16,999.00
PRA Operations General Fund	Maintenance - Part Time	Larry Davis	16.50		16.50	27.00	39	17,374.50	24.75	-	-	-	17,374.50	1,329.15	205.60	-	-	-	-	18,909.25
PRA Operations General Fund	Facility Supervisor - Part Time	Kaylan Boone	15.00		15.00	12.00	16	2,880.00	22.50	-	-	-	2,880.00	220.32	74.02	-	-	-	-	3,174.34
PRA Operations General Fund	Facility Supervisor - Part Time	Sophie Adams	15.00		15.00	10.00	16	2,400.00	22.50	-	-	-	2,400.00	183.60	61.68	-	-	-	-	2,645.28
PRA Operations General Fund	Facility Supervisor - Part Time	Shirley Sipe	15.00		15.00	10.00	35	5,250.00	22.50	-	-	-	5,250.00	401.63	134.93	-	-	-	-	5,786.56
PRA Operations General Fund	Custodial - Part Time	Amanda Richards	15.00		15.00	5.00	50	3,750.00	22.50	-	-	-	3,750.00	286.88	96.38	-	-	-	-	4,133.26



Madison County Parks and Recreation

Proposal to Purchase

MCPRA wishes to use donated funds from Madison Wood for the purchase of two new bounce houses to replace the used ones we have (we had to trash one).

Square: \$2,000



Wet/Dry: \$3,173



The remaining \$173 can come from 509400 Event Supplies line item. We would use these for summer camp and events.