



Golf & Cemetery Board Meeting Agenda
City Council Chambers, City Hall, 612 N. Main Street
June 12, 2023

1. 6:00 PM Call to Order

2. Citizen's Input

If you need to address the board on an item that was not on the agenda, excluding personnel items, please come forward to the podium and state your name and your concern. Presentations are limited to three minutes. Items will be considered but no action will be taken at this time.

3. DELEGATIONS

- A. 1. MHS Golf Team
2. Dean Strand**

4. Minutes

5. Approve Financial Reports

6. Clubhouse Report

7. Superintendent Report

8. Approve Phase 2 Low Bid

9. Discussion - Cart Use

10. Adjournment

Individuals with disabilities who require special assistance to take part in this meeting may contact one of the following at City Hall (605) 995-8420 at least 24 hours prior to the meeting with requests for assistance: Human Resources Officer or the City Administrator.

Golf & Cemetery Board Minutes
City Council Chambers, City Hall, 612 N. Main Street
May 8, 2023

1. Call to Order

Meeting called to order by Jeff McEntee, Chairman, at 5:52 p.m.
Present: Jeff McEntee, Mark Graham, Joe Schlimgen, Joel Reinesch
Council Liaison: Dan Sabers
Absent: Tom Young, Terry Rietveld, Lynette Shattuck
Staff Present: Jason Gunnare, Eric Hieb, Kevin Nelson, Angel DeWaard

2. Citizen's Input

3. DELEGATIONS

4. Minutes

Motion to approve the Minutes of the April 10, 2023 regular meeting as submitted. Motion Schlimgen, Second McEntee to approve the Minutes of the April 10, 2023 meeting. Motion carried.

5. Approve Financial Reports

Motion Graham, Second Schlimgen to approve the Bills. Motion carried.

6. Clubhouse Report

April/May Lakeview Golf Course Clubhouse Report

- Opened over Easter Weekend, April didn't see too many nice days. On the nice days it was busy. Have not had an ideal weekend for weather yet.
- Revenue Report
- Rounds Report and Membership Numbers
- Focusing on memberships coming in and on upcoming events and tournaments upcoming in May.

Thanks,

Eric Hieb

2023 Rounds Played & Membership Numbers

Rounds

April 2022 Rounds Played = 1,410
April 2023 Rounds Played = 1,512
Total Rounds Played 2022 = 24,369
Total Rounds Played 2023 = 1,512

Membership

2021 Numbers

Single: 167

Couples: 110

College: 19

Student: 40

Family: 262

Total: 598

2022 Numbers

Single: 159

Couples: 110

College: 14
Student: 33
Family: 232
Total: 548

2023 Numbers

Single: 115
Couples: 76
College: 9
Student: 15
Family: 169
Total: 384 (331 in 2022)

New Members: 40

Punch cards:

- 8 without Cart (9 Holes)
- 5 with Cart (9 Holes)
- 0 without Cart (18 Holes)
- 1 with Cart (18 Holes)

7. Superintendent Report

Golf & Cemetery Board Meeting
May 8th 2023

Cemetery

- Exchange Club baby monument project in progress.
- Got the bucket truck from parks to take down problem trees.
- Packing graves.
- Fertilizing parts of cemetery.
- Will start up pumps this week.
- Monument companies are setting.
- Getting geared up for Memorial Day.
- Jon is moving to the engineering department.
- We are advertising for his position right now.
- He will stay on until June 11th.

Community Gardens

- Tilling and staking this week.
- Should be open by the end of the day.
- Had to add some dirt to some sections.
- 5 spots available.
- Tiller and tractor broke down.

Golf

- Most irrigation issues are fixed.
- Working on some electrical and valve issues yet.
- Fertilized greens.
- Working with Mr. Norby and Irrigation designer.
- Looking for new sand supplier.
- Tractor is at John Deere with mower.
- One greens mower should be being built right now.
- Training new staff.
- DWU service day on May 2nd 7 from golf team.
- Hopefully set waterfall pump this week.
- Starting to get in routine mowing schedule.
- New range balls are in circulation.
- Had to fix a couple of personal cart shed doors.
- Kevin Thurman helped fix the bathroom fans.
- Forward tee construction will start when fully staffed.

8. Discussion - Phase 2 plan

Discussion took place on the Phase 2 plan for holes 11, 12, 14 & 15 at the Lake View Golf Course.

9. Adjournment

Next meeting date: Monday, June 12, 2023 at 5:45 PM

There being no further business, the Board adjourned at 7:05 PM

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2023

101-GENERAL
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YTD ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
CHARGES-GOODS & SERVICES	<u>137,400</u>	<u>3,825.00</u>	<u>60,329.74</u>	<u>46,634.74</u>	<u>90,765.26</u>	<u>33.94</u>
TOTAL REVENUES	137,400	3,825.00	60,329.74	46,634.74	90,765.26	66.06
<u>EXPENDITURE SUMMARY</u>						
<u>CEMETERY</u>						
SALARIES	241,594	20,094.06	81,375.49	85,214.63	156,379.37	35.27
CURRENT EXPENSES	51,900	4,077.12	19,775.09	15,806.38	36,093.62	30.46
CAPITAL OUTLAY	<u>36,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>36,000.00</u>	<u>0.00</u>
TOTAL CEMETERY	<u>329,494</u>	<u>24,171.18</u>	<u>101,150.58</u>	<u>101,021.01</u>	<u>228,472.99</u>	<u>69.34</u>
TOTAL EXPENDITURES	329,494	24,171.18	101,150.58	101,021.01	228,472.99	69.34
REVENUE OVER/(UNDER) EXPENDITURES	(192,094)	(20,346.18)	(40,820.84)	(54,386.27)	(137,707.73)	71.69

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2023

101-GENERAL

		CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YTD ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
REVENUES							
<u>CHARGES-GOODS & SERVICES</u>							
101-348	CEMETERY PERMITS	5,000	0.00	1,800.00	1,200.00	3,800.00	24.00
101-3481	CEMETERY OPENINGS	60,000	200.00	13,325.00	12,050.00	47,950.00	20.08
101-3482	CEMETERY LOT SALES	38,000	3,625.00	15,290.00	11,170.00	26,830.00	29.39
101-3483	CEMETERY SAT FUNERAL FEE	4,000	0.00	0.00	350.00	3,650.00	8.75
101-3484	CEMETERY MAINTENANCE FEES	22,000	0.00	21,114.74	21,864.74	135.26	99.39
101-3485	COLUMBARIUM LOT SALES	<u>8,400</u>	<u>0.00</u>	<u>8,800.00</u>	<u>0.00</u>	<u>8,400.00</u>	<u>0.00</u>
TOTAL CHARGES-GOODS & SERVICES		137,400	3,825.00	60,329.74	46,634.74	90,765.26	66.06
TOTAL REVENUE		137,400	3,825.00	60,329.74	46,634.74	90,765.26	66.06

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2023

101-GENERAL
CEMETERY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
DEPARTMENTAL EXPENDITURES						
<u>SALARIES</u>						
101-43700-41100 SALARIES	133,848	10,159.38	47,203.40	50,661.12	83,186.88	37.85
101-43700-41110 OVERTIME	1,250	0.00	551.07	0.00	1,250.00	0.00
101-43700-41120 PART-TIME	29,100	3,725.52	4,120.91	4,599.92	24,500.08	15.81
101-43700-41200 SOCIAL SECURITY/MEDICARE	12,562	1,002.46	3,680.20	3,928.25	8,633.75	31.27
101-43700-41300 RETIREMENT	8,106	609.58	2,865.21	3,039.74	5,066.26	37.50
101-43700-41500 GROUP INSURANCE	56,728	4,597.12	22,954.70	22,985.60	33,742.40	40.52
101-43700-41700 COMPENSATED ABSENCES	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SALARIES	241,594	20,094.06	81,375.49	85,214.63	156,379.37	64.73
<u>CURRENT EXPENSES</u>						
101-43700-42200 PROFESSIONAL FEES/SERVIC	2,000	0.00	129.45	0.00	2,000.00	0.00
101-43700-42500 REPAIR & MAINTENANCE	3,000	133.69	352.60	273.99	2,726.01	9.13
101-43700-42510 HEADSTONE REPAIR & MAINT	1,000	0.00	0.00	0.00	1,000.00	0.00
101-43700-42600 SUPPLIES & MATERIALS	16,000	945.85	7,282.85	8,556.73	7,443.27	53.48
101-43700-42602 CHEMICALS	8,000	1,224.00	5,362.28	1,224.00	6,776.00	15.30
101-43700-42603 WEED EATERS SUPPLIES	1,500	0.00	1,037.44	1,144.98	355.02	76.33
101-43700-42604 TREES, SOD & SEED	2,000	1,200.00	525.00	1,200.00	800.00	60.00
101-43700-42610 GAS & FUEL	10,000	251.75	2,714.58	1,258.38	8,741.62	12.58
101-43700-42650 UNIFORMS	500	0.00	173.97	0.00	500.00	0.00
101-43700-42690 CHANGE IN INVENTORY	0	0.00	0.00	0.00	0.00	0.00
101-43700-42700 TRAVEL, CONF. & DUES	500	0.00	418.88	495.88	4.12	99.18
101-43700-42800 UTILITIES	5,000	321.83	1,720.81	1,552.01	3,447.99	31.04
101-43700-42830 UTILITIES-WATER/SEWER	1,200	0.00	57.23	100.41	1,099.59	8.37
101-43700-42999 REFUND OF FEES	<u>1,200</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,200.00</u>	<u>0.00</u>
TOTAL CURRENT EXPENSES	51,900	4,077.12	19,775.09	15,806.38	36,093.62	69.54
<u>CAPITAL OUTLAY</u>						
101-43700-43200 BUILDINGS	0	0.00	0.00	0.00	0.00	0.00
101-43700-43300 IMPROVEMENTS	28,500	0.00	0.00	0.00	28,500.00	0.00
101-43700-43400 MACHINERY & EQUIPMENT	<u>7,500</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,500.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	36,000	0.00	0.00	0.00	36,000.00	100.00
TOTAL CEMETERY	329,494	24,171.18	101,150.58	101,021.01	228,472.99	69.34
	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	329,494	24,171.18	101,150.58	101,021.01	228,472.99	69.34
REVENUE OVER/(UNDER) EXPENDITURES	(192,094)	(20,346.18)	(40,820.84)	(54,386.27)	(137,707.73)	71.69

WARNING 2,176 RESTRICTED ACCOUNT(S) OMITTED FROM THIS REPORT

PACKET: 06475 MEETING 05.01.2023

VENDOR SET: 01

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: APBNK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC					
		C-1605431	101-43700-42650	UNIFORMS RETURN POLOS, SPRAY PAINTER	197076	79.98-
		I-1597320	101-43700-42650	UNIFORMS POLOS	197076	79.98
		I-1605409	101-43700-42600	SUPPLIES & MA GAS CAN, PUMP, BATTERY	197076	30.48
01-00436	CBS FARMERS ALLIANCE					
		I-IF6701	101-43700-42500	REPAIR & MAIN GAUGE	196993	133.69
01-00712	NAPA CENTRAL					
		I-783695	101-43700-42600	SUPPLIES & MA BATTERY, CORE DEPOSITS	197059	60.36
01-01355	MIDWEST TURF & IRRIGATI					
		I-3905601-01	101-43700-42600	SUPPLIES & MA ATOMIC BLADE, LATCH, DECAL	197053	117.57
		I-3906123-00	101-43700-42600	SUPPLIES & MA BLADE, WASHERS	197053	18.60
		I-3906123-01	101-43700-42600	SUPPLIES & MA ATOMIC BLADE, THRUST WASHER	197053	267.35
		I-3907035-00	101-43700-42600	SUPPLIES & MA TEMPERATURE SENDER	197053	76.54
01-01787	NORTH CENTRAL SEED CO					
		I-24084	101-43700-42604	TREES, SOD & TURF MIX	197060	750.00
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8-04.23	101-43700-42800	UTILITIES 700 W 23RD AVE	197062	236.94
		I-2581641-4-04.23	101-43700-42800	UTILITIES W 23RD	197062	13.42
01-02679	MENARD'S INC					
		I-51488	101-43700-42600	SUPPLIES & MA PICKUP & REACH, PAILS, BUNGEEES	197049	68.97
01-02880	THUNE TRUE VALUE & APPL					
		I-A537091	101-43700-42600	SUPPLIES & MA EYE BOLTS	197101	2.48
01-03588	ZIMCO SUPPLY CO					
		I-177269	101-43700-42602	CHEMICALS DOW DIMENSION, K-MAG	197114	1,224.00
DEPARTMENT 3700 CEMETERY					TOTAL:	3,000.40

PACKET: 06480 MEETING 05.15.2023

VENDOR SET: 01

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: APBNK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00436	CHS FARMERS ALLIANCE					
		I-IF5577	101-43700-42610	GAS & FUEL GOLF RUBY FIELDMASTER	197149	213.25
		I-IY3399	101-43700-42600	SUPPLIES & MA MOBIL DTE 25	197149	116.70
		I-IY3468	101-43700-42610	GAS & FUEL KEROSENE	197149	38.50
01-01404	MITCHELL IRON & SUPPLY					
		C-78500	101-43700-42600	SUPPLIES & MA INCORRECT CHARGE	197234	37.57-
		I-78484	101-43700-42600	SUPPLIES & MA OIL SEAL	197234	37.57
01-01518	VERIZON WIRELESS					
		I-9933659001	101-43700-42800	UTILITIES ACCT #886931646-00001	197306	71.47
01-01787	NORTH CENTRAL SEED CO					
		I-24183	101-43700-42604	TREES, SOD & LAWN MIX	197248	450.00
01-02880	THUNE TRUE VALUE & APPL					
		I-A539013	101-43700-42600	SUPPLIES & MA SPREADER RENTAL	197298	1.00
01-09703	AMAZON CAPITAL SERVICES					
		I-1PH7-Y3YK-KREC	101-43700-42600	SUPPLIES & MA OIL SEALS,BROTHER LABEL TAPE	197129	75.42
		I-1PH7-Y3YK-KRJ7	101-43700-42600	SUPPLIES & MA STARTER FOR MOWER	197129	110.38
DEPARTMENT 3700 CEMETERY					TOTAL:	1,076.72

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2023

614-GOLF COURSE
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YTD ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
INTERGOVERNMENTAL REV	0	0.00	0.00	0.00	0.00	0.00
CHARGES-GOODS & SERVICES	450,200	100,320.25	248,974.61	249,728.60	200,471.40	55.47
MISCELLANEOUS REVENUE	<u>4,500</u>	<u>0.00</u>	<u>25.00</u>	<u>25.00</u>	<u>4,475.00</u>	<u>0.56</u>
TOTAL REVENUES	454,700	100,320.25	248,999.61	249,753.60	204,946.40	45.07
<u>EXPENDITURE SUMMARY</u>						
<u>GOLF COURSE</u>						
OTHER	0	0.00	0.00	0.00	0.00	0.00
SALARIES	209,423	18,277.44	59,479.90	70,019.66	139,403.34	33.43
CURRENT EXPENSES	187,725	30,801.14	86,152.91	79,798.72	107,926.28	42.51
CAPITAL OUTLAY	<u>757,836</u>	<u>48,972.00</u>	<u>12,100.00</u>	<u>74,472.00</u>	<u>683,364.00</u>	<u>9.83</u>
TOTAL GOLF COURSE	<u>1,154,984</u>	<u>98,050.58</u>	<u>157,732.81</u>	<u>224,290.38</u>	<u>930,693.62</u>	<u>80.58</u>
TOTAL EXPENDITURES	1,154,984	98,050.58	157,732.81	224,290.38	930,693.62	80.58
REVENUE OVER/ (UNDER) EXPENDITURES	(700,284)	2,269.67	91,266.80	25,463.22	(725,747.22)	103.64
OTHER SOURCES	555,836	0.00	0.00	0.00	555,836.00	0.00
OTHER USES	0	0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)	(144,448)	2,269.67	91,266.80	25,463.22	(169,911.22)	0.00

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2023

614-GOLF COURSE

REVENUES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>INTERGOVERNMENTAL REV</u>						
614-33930 FEMA DISAST ASST-CFDA #97.036	0	0.00	0.00	0.00	0.00	0.00
614-33931 STATE OF SD-DISASTER ASSIST	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INTERGOVERNMENTAL REV	0	0.00	0.00	0.00	0.00	0.00
<u>CHARGES-GOODS & SERVICES</u>						
614-3461 MEMBERSHIP FEES	150,000	39,360.14	121,965.20	118,154.72	31,845.28	78.77
614-3462 RANGE MEMBERSHIP	18,000	3,479.05	17,035.66	15,748.82	2,251.18	87.49
614-34620 RANGE BALLS	15,000	3,997.23	6,396.33	8,553.20	6,446.80	57.02
614-34622 ADULT GREEN FEES	89,000	12,129.33	19,197.21	21,071.66	67,928.34	23.68
614-34623 ADULT 9/18 SPLIT	0	0.00	0.00	0.00	0.00	0.00
614-34626 PUNCH CARDS	16,000	7,125.57	8,186.07	9,060.44	6,939.56	56.63
614-3463 ELECTRIC CART & STORAGE FEE	20,000	1,366.67	7,700.85	5,272.21	14,727.79	26.36
614-34630 1.5% TOURISM TAX~RANGE BALLS	300	293.06	95.94	361.39 (	61.39)	120.46
614-34631 CART RENTAL	100,000	22,124.08	45,734.73	51,008.81	48,991.19	51.01
614-34632 LAWN BOWLING MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
614-3464 ANNUAL TRAIL FEES	18,000	5,576.18	16,413.06	14,225.92	3,774.08	79.03
614-34641 LOCKER FEE	1,000	30.05	841.29	691.10	308.90	69.11
614-3465 TOURNAMENT SPONSOR FEE	17,000	2,647.89	1,352.12	2,647.89	14,352.11	15.58
614-3466 MISC/GAS/PROG/CLUBHOUSE	2,000	136.00	381.15	352.44	1,647.56	17.62
614-3467 ADVERTISING REVENUE (NO TAX)	3,900	2,055.00	3,675.00	2,580.00	1,320.00	66.15
614-3469 INTEREST EARNED	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CHARGES-GOODS & SERVICES	450,200	100,320.25	248,974.61	249,728.60	200,471.40	44.53
<u>MISCELLANEOUS REVENUE</u>						
614-367 CONTRIBUTION FR PRIVATE SOURCE	0	0.00	0.00	0.00	0.00	0.00
614-3671 CONTR FR PRIVATE SOURCE LAWN B	0	0.00	0.00	0.00	0.00	0.00
614-3672 CITY CONTRIBUTION	4,500	0.00	0.00	0.00	4,500.00	0.00
614-369 REFUNDS AND REIMBURSEMENTS	<u>0</u>	<u>0.00</u>	<u>25.00</u>	<u>25.00</u> (	<u>25.00</u>)	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	4,500	0.00	25.00	25.00	4,475.00	99.44
TOTAL REVENUE	454,700	100,320.25	248,999.61	249,753.60	204,946.40	45.07

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2023

614-GOLF COURSE

GOLF COURSE

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>OTHER</u>						
614-45250-21610 ACCRUED LEAVE EXPENSE	0	0.00	0.00	0.00	0.00	0.00
614-45250-21620 PENSION EXPENSE	0	0.00	0.00	0.00	0.00	0.00
614-45250-21630 OPEB EXPENSE	0	0.00	0.00	0.00	0.00	0.00
614-45250-21670 DEPRECIATION EXPENSE	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER	0	0.00	0.00	0.00	0.00	0.00
<u>SALARIES</u>						
614-45250-41100 SALARIES	95,842	7,358.10	33,433.78	36,790.53	59,051.47	38.39
614-45250-41110 OVERTIME	1,000	46.13	116.55	46.13	953.87	4.61
614-45250-41120 PART-TIME	58,040	5,859.55	8,234.02	9,633.55	48,406.45	16.60
614-45250-41200 SOCIAL SECURITY/MEDICARE	11,849	952.22	2,993.74	3,242.25	8,606.75	27.36
614-45250-41300 RETIREMENT	5,811	441.48	2,006.05	2,207.40	3,603.60	37.99
614-45250-41500 GROUP INSURANCE	36,881	3,619.96	12,695.76	18,099.80	18,781.20	49.08
614-45250-41700 COMPENSATED ABSENCES	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SALARIES	209,423	18,277.44	59,479.90	70,019.66	139,403.34	66.57
<u>CURRENT EXPENSES</u>						
614-45250-42100 INSURANCE	9,500	0.00	9,279.53	10,917.05 (	1,417.05)	114.92
614-45250-42200 GOLF PRO CONTRACT	66,525	8,783.32	21,818.38	27,986.55	38,538.45	42.07
614-45250-42250 PROFESSIONAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
614-45250-42300 PUBLISHING	2,000	854.85	690.00	854.85	1,145.15	42.74
614-45250-42500 REPAIR & MAINTENANCE	18,000	4,061.22	7,512.37	4,201.53	13,798.47	23.34
614-45250-42600 SUPPLIES & MATERIALS	20,000	596.30	7,573.19	10,193.88	9,806.12	50.97
614-45250-42601 SUPPLIES-LAWN BOWLING	0	0.00	0.00	0.00	0.00	0.00
614-45250-42602 CHEMICALS	25,000	15,226.14	14,265.58	15,226.14	9,773.86	60.90
614-45250-42603 SAND/GOLF COURSE	5,000	0.00	0.00	0.00	5,000.00	0.00
614-45250-42604 TREES & SOD	2,500	225.00	1,480.97	225.00	2,275.00	9.00
614-45250-42610 GAS & FUEL	15,000	213.24	3,641.91	898.83	14,101.17	5.99
614-45250-42650 UNIFORMS	500	0.00	402.92	0.00	500.00	0.00
614-45250-42690 CHANGE IN INVENTORY	0	0.00	0.00	0.00	0.00	0.00
614-45250-42700 TRAVEL, CONF. & DUES	2,600	0.00	980.74	1,930.37	669.63	74.25
614-45250-42800 UTILITIES	16,000	772.74	3,056.68	2,995.56	13,004.44	18.72
614-45250-42830 UTILITIES-WATER/SEWER	1,300	0.00	257.08	279.93	1,020.07	21.53
614-45250-42920 COMPUTER SOFTWARE	3,600	0.00	15,182.81	4,020.70 (	420.70)	111.69
614-45250-42931 SALES TAX	200	68.33	10.75	68.33	131.67	34.17
614-45250-42940 LIABILITY CLAIM	0	0.00	0.00	0.00	0.00	0.00
614-45250-42999 REFUNDS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CURRENT EXPENSES	187,725	30,801.14	86,152.91	79,798.72	107,926.28	57.49

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2023

614-GOLF COURSE

GOLF COURSE

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
DEPARTMENTAL EXPENDITURES						
<u>CAPITAL OUTLAY</u>						
614-45250-43200 BUILDINGS	0	0.00	0.00	0.00	0.00	0.00
614-45250-43300 IMPROVEMENTS	602,836	21,000.00	12,100.00	21,000.00	581,836.00	3.48
614-45250-43400 MACHINERY & EQUIPMENT	<u>155,000</u>	<u>27,972.00</u>	<u>0.00</u>	<u>53,472.00</u>	<u>101,528.00</u>	<u>34.50</u>
TOTAL CAPITAL OUTLAY	757,836	48,972.00	12,100.00	74,472.00	683,364.00	90.17
 TOTAL GOLF COURSE	 1,154,984	 98,050.58	 157,732.81	 224,290.38	 930,693.62	 80.58
	=====	=====	=====	=====	=====	=====
 TOTAL EXPENDITURES	 1,154,984	 98,050.58	 157,732.81	 224,290.38	 930,693.62	 80.58
 REVENUE OVER/(UNDER) EXPENDITURES	 (700,284)	 2,269.67	 91,266.80	 25,463.22	 (725,747.22)	 103.64
 <u>OTHER FINANCING SOURCES</u>						
614-3900 FROM GENERAL FUND	550,836	0.00	0.00	0.00	550,836.00	0.00
614-39104 DAMAGE/LOSS REIMB-CAPITAL ASSE	0	0.00	0.00	0.00	0.00	0.00
614-39127 NOTE PROCEEDS	0	0.00	0.00	0.00	0.00	0.00
614-39131 SALE OF FIXED ASSETS~EQUIP	<u>5,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
TOTAL OTHER FINANCING SOURCES	555,836	0.00	0.00	0.00	555,836.00	100.00
 <u>OTHER FINANCING USES</u>						
614-49000-51100 TRANSFER OUT TO GENERAL	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER USES	0	0.00	0.00	0.00	0.00	0.00
 REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)	 (144,448)	 2,269.67	 91,266.80	 25,463.22	 (169,911.22)	 117.63

4/26/2023 1:40 PM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 50

PACKET: 06475 MEETING 05.01.2023

VENDOR SET: 01

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: APBNK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC					
		C-1605431	614-45250-42600	SUPPLIES & MA RETURN POLOS, SPRAY PAINTER	197076	42.84
		I-1605409	614-45250-42600	SUPPLIES & MA GAS CAN, PUMP, BATTERY	197076	30.48
01-00525	DAKOTA PUMP INC					
		I-16780	614-45250-42500	REPAIR & MAIN VALVE CHECK, GASKET	197002	920.00
01-00712	NAPA CENTRAL					
		I-783695	614-45250-42600	SUPPLIES & MA BATTERY, CORE DEPOSITS	197059	62.09
01-01355	MIDWEST TURF & IRRIGATI					
		I-3905601-01	614-45250-42600	SUPPLIES & MA ATOMIC BLADE, LATCH, DECAL	197053	117.57
01-01590	MCLEOD'S PRINTING					
		I-66705	614-45250-42300	PUBLISHING THERMAL ROLLS	197047	24.95
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8-04.23	614-45250-42800	UTILITIES 700 W 23RD AVE	197062	236.94
		I-2581875-8-04.23	614-45250-42800	UTILITIES GOLF CLUB HOUSE	197062	421.59
		I-2581876-6-04.23	614-45250-42800	UTILITIES GOLF CART SHED	197062	16.98
		I-2939180-2-04.23	614-45250-42800	UTILITIES 825 INDIAN VILLAGE RD	197062	15.00
01-02051	MIDCONTINENT COMMUNICAT					
		I-02630670213286	614-45250-42800	UTILITIES ACCT #026306702	197051	16.33
01-02679	MENARD'S INC					
		I-51563	614-45250-42600	SUPPLIES & MA SCH40 TEE	197049	4.29
		I-51918A	614-45250-42600	SUPPLIES & MA DUST PAN, ADLER	197049	54.49
01-03588	ZIMCO SUPPLY CO					
		I-177269	614-45250-42602	CHEMICALS DOW DIMENSION, K-MAG	197114	2,889.30
		I-177270	614-45250-42602	CHEMICALS ACELEPRYN	197114	1,137.50
01-06633	GF ADVERTISING SERVICES					
		I-56967	614-45250-42300	PUBLISHING PUNCH CARDS	197016	250.00
01-08892	ERIC HIEB					
		I-04232023	614-45250-42200	GOLF PRO CONT BASE CONTRACT 5-2023	197024	8,699.63
		I-042323	614-45250-42200	GOLF PRO CONT CLOVER CC FEES	197024	83.69
01-09058	SITEONE LANDSCAPE SUPPL					
		I-126011376-001	614-45250-42602	CHEMICALS BRANDT BIMONTHLY FERTILIZER	197088	4,129.93
		I-126011405-001	614-45250-42602	CHEMICALS FUNGICIDE	197088	1,200.00
		I-128399501-001	614-45250-42602	CHEMICALS SPREADABLE FERTILIZER	197088	1,125.12
		I-128399622-001	614-45250-42602	CHEMICALS INSECTICIDE	197088	244.29
01-09696	UPPER MIDWEST GARAGE DO					
		I-7265	614-45250-42500	REPAIR & MAIN ROLL-UP DOOR	197107	950.01

DEPARTMENT 5250	GOLF COURSE	TOTAL:	22,673.02
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FUND	614	GOLF COURSE	TOTAL:	22,673.02
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5/10/2023 2:55 PM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 55

PACKET: 06480 MEETING 05.15.2023

VENDOR SET: 01

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: APBNK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC					
		I-1611731	614-45250-42600	SUPPLIES & MA HOSE	197277	25.00
01-00436	CHS FARMERS ALLIANCE					
		I-IF5577	614-45250-42610	GAS & FUEL GOLF RUBY FIELDMASTER	197149	213.24
		I-IY3399	614-45250-42600	SUPPLIES & MA MOBIL DTE 25	197149	116.70
01-00525	DAKOTA PUMP INC					
		I-16828	614-45250-42500	REPAIR & MAIN LAKEVIEW PUMP REBUILD KIT	197163	325.08
01-01518	VERIZON WIRELESS					
		I-9933659001	614-45250-42800	UTILITIES ACCT #886931646-00001	197306	41.80
01-01590	MCLEOD'S PRINTING					
		I-67105	614-45250-42300	PUBLISHING GOLF PENCILS	197221	579.90
01-01787	NORTH CENTRAL SEED CO					
		I-24183	614-45250-42604	TREES & SOD LAWN MIX	197248	225.00
01-01830	NORTHWESTERN ENERGY					
		I-2581643-0.04.23	614-45250-42800	UTILITIES GOLF PUMP 100 H	197250	24.10
01-03588	ZIMCO SUPPLY CO					
		I-178026	614-45250-42602	CHEMICALS NUTROL	197314	4,500.00
01-07696	FERGUSON WATERWORKS #25					
		I-0457743	614-45250-42500	REPAIR & MAIN SCRUBBERS,SNAPS	197180	1,866.13
01-08130	C & B OPERATIONS LLC					
		I-086939	614-45250-43400	MACHINERY & E TRIMAX 320 SNAKE MOWER	197142	27,972.00
		I-12127395	614-45250-42600	SUPPLIES & MA HY-GARD,ELBOW FITTING,HOSE	197142	65.34
01-10363	NORBY GOLF COURSE DESIG					
		I-2310	614-45250-43300	IMPROVEMENTS GOLF COURSE ARCHITECTURAL SRVC	197247	21,000.00
DEPARTMENT 5250 GOLF COURSE					TOTAL:	56,954.29
FUND 614 GOLF COURSE					TOTAL:	56,954.29

5/23/2023 8:13 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 22

PACKET: 06493 CREDIT CARDS 05.22.2023

VENDOR SET: 01

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: APBNK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-07141	FIRST NATIONAL BANK OMA					
		I-05092023.2164	614-45250-42600	SUPPLIES & MA SOCKET RAIL TRAY SET	197334	77.50
DEPARTMENT 5250 GOLF COURSE						TOTAL: 77.50

FUND 614 GOLF COURSE						TOTAL: 77.50

May/June Lakeview Golf Course Clubhouse Report

- Steady play through the month of May and into June now.
- High school events all during the month of May, wrapped those up with the Region 4B tournament on May 23rd
- Had a couple Fundraiser events so far (Mitchell Christian and John Paul 2)
- Hosting the SDGA State Two Man Championship June 10th and 11th
- Getting things ready for regular play days, junior golf camp and other events coming up.
- Rounds Report and Membership Numbers

Thanks,

Eric Hieb

2023 Rounds Played & Membership Numbers

Rounds

May 2022 Rounds Played = 3,206
May 2023 Rounds Played = 3,895
Total Rounds Played 2022 = 24,369
Total Rounds Played 2023 = 5,407

Membership

2021 Numbers

Single: 167
Couples: 110
College: 19
Student: 40
Family: 262
Total: 598

2022 Numbers

Single: 159
Couples: 110
College: 14
Student: 33
Family: 232
Total: 548

2023 Numbers

Single: 153
Couples: 100
College: 16
Student: 32
Family: 224
Total: 525

New Members: 40

Punch cards:

- 37 without Cart (9 Holes)
- 26 with Cart (9 Holes)

- 2 without Cart (18 Holes)
- 5 with Cart (18 Holes)

Golf & Cemetery Board

June 12th

6:30 PM

Cemetery

- The new hire will start on June 26th.
- Memorial Day went well.
 - We have a great crew on both sides of the fence.
 - Thank you to Dave, Dean, Jerry, Bill, Jon, and Aaron.
- Dave Thuringer donated posts for block signs.
 - We have about 2/3rds of them installed.
- Watering newly seeded areas.

Golf

- State 2-Man was this weekend.
- Received 2 bids for Phase 2.
- Starting to get into a routine with some of the new pieces of equipment.
 - Rolling 2 to 3 times a week
 - Brushing 1 to 2 times a week.
 - Ringing around greens, tees, fairways, and bunkers with the Tri Max.
- Have found some possible alternatives for a sand source.
- Have had some pump house issues.
- No word on greens mowers.
- Starting to look at budget items for 2024.

Jason Gunnare

Golf & Cemetery Superintendent.

Bid Project: Lakeview Golf Course Improvements

Bid Date: May 31, 2023

	Mid-America Golf and Landscape, Inc		Duininck, Inc.			
	Lees Summit, MO		Prinsburg, MN			
Receipt of Addenda - 1 issued	\$726,993.52		\$680,300			
DESCRIPTION	ADD / DEDUCT	PRICE	ADD / DEDUCT	PRICE	ADD / DEDUCT	PRICE
BASE BID	TOTAL		TOTAL		TOTAL	
Alternate #1 - Add to install drainage on hole 15 fairway.	ADD	\$17,798.00	ADD	\$42,600.00	ADD	
Alternate #2 - Add to pave pave cart paths on holes 11 & 12.	ADD	\$29,610.00	ADD	\$36,000.00	ADD	
Alternate #3 - Add to pave pave cart paths on holes 14 & 15.	ADD	\$34,380.00	ADD	\$52,800.00	ADD	
Alternate #4 - Add installation of 10" pipe and catch basins on hole 14.	ADD	\$18,700.00	ADD	\$46,500.00	ADD	
Alternate #5 - Eliminate 4 inch rock layer in greens.	DEDUCT	-\$9,000.00	DEDUCT	-\$10,000.00	DEDUCT	
Alternate #6 - Install Knife River bunker sand in lieu of Opperman Sand.		-\$7,800.00		N/A		
Alternate #7 - Eliminate all cart path construction.	DEDUCT	-\$18,310.00	DEDUCT	-\$43,600.00	DEDUCT	