



Golf & Cemetery Board Meeting Agenda
City Council Chambers, City Hall, 612 N. Main Street
January 9, 2024

- 1. 5:45 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**
- 4. Minutes**
- 5. Approve Financial Reports**
- 6. Clubhouse Report**
- 7. Superintendent Report**
- 8. Discussion: Private Cart Policy**
- 9. Approve 2024 Fees**
- 10. Approve 2023-2025 Clubhouse Manager's Agreement**
- 11. Executive Session: Motion to Enter Into Executive Session In Accordance with SDCL 1-25-2 (1) Personnel (4) Preparing for contract negotiations**
- 12. 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 Meeting
City Council Chambers, City Hall, 612 N. Main Street
November 13, 2023

1. Call to Order

Meeting called to order by Jeff McEntee, Chairman, at 5:45 p.m.

Present: Jeff McEntee, Joe Schlimgen, Lynette Shattuck, Joel Reinesch

Absent: Mark Graham, Tom Young, Terry Rietveld. Council Liaison: Dan Sabers

Staff Present: Jason Gunnare, Kevin Nelson, Eric Hieb. Angel DeWaard arrived at 6:05 p.m.

2. Citizen's Input

3. DELEGATIONS

4. Minutes

Motion to approve the Minutes of the September 12, 2023 regular meeting as submitted.
Motion Schlimgen, Seond Reinesch to approve the Minutes of the September 12, 2023 meeting. Motion carried.

5. Approve Financial Reports

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

6. Clubhouse Report

October/November Lakeview Golf Course Clubhouse Report

- October was a little slower than previous years (Last year had State AA Boys Tourney)
- October had nice days where it was busy but came to an abrupt end with cold temps and snow
- Opened up Nov 4th and 5th. Saw some play both days. Good days – worth being open
 - o 67 Golfers Nov 4th
 - o 75 Golfers Nov 5th
- Opening up for play Sunday, November 12th through Thursday, November 16th
- Finishing around the clubhouse clean up, inventory, etc on my end

-Total Rounds for 2023 – 25,236
Thanks,
Eric Hieb

2023 Rounds Played & Membership Numbers Rounds

Total Rounds Played 2022 = 24,369

Total Rounds Played 2023 = 25,236

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: 160

Couples: 104

College: 17

Student: 34

Family: 228

Total: 543

New Members: 40

Punch cards:

- 43 without Cart (9 Holes)

- 37 with Cart (9 Holes)

- 2 without Cart (18 Holes)

- 11 with Cart (18 Holes)

Range Punch Cards

- 45 – 10 Buckets

- 21 – 25 Buckets

7. Superintendent Report

Golf and Cemetery Board

5:45 PM

November, 13th 2023

Golf

- Blew out irrigation and closed the course the last week of October.
- Reopened last weekend, and will take it day by day.

1. Only left flags in.
- Completed fairway aerification last week.
- Started watering what greens I can reach with hoses from club house and shop.
 1. With above normal temperatures will have to water.
 2. Will have to start hauling water to others.
- I am holding off on snow mold protection and sealing greens.
 1. This way I can allow play.
 2. Want to wait until done with watering.
- I have trees marked that need to come down, but waiting for some frost in the ground.
- Sent new greens mower back to dealer to fix a warranty issue.
 1. No word on other greens mower status.
- Chopping leaves and doing fall work to get ready for winter.

Cemetery

- Block work in east ditch will be finished this week.
- Calvary cemetery extended block 9 to the north.
- Finishing up fall work.
- Chopping leaves.
- Packing graves.
- Doug passed his CDL training.
- Simplified water system with ball valves and new covers.
- Marking corners for snow removal.
- Marking corner lots for winter lot sales.

Golf & Cemetery Superintendent
Jason Gunnare

8. Discussion: Golf Cart Definition

A discussion was held on the definition of a golf cart. Gunnare noted he would put together a detailed document and bring it back to the Board for their approval.

9. Discussion: Phase 2

The Board held a brief discussion on Phase 2, with approximate completion by June 2025.

10. Executive Session: Motion To Enter Into Executive Session In Accordance With SDCL 1-25-2 (5) Discussing Marketing Or Pricing Strategies

Motion Reinesch, Second Shattuck to enter into Executive Session as permitted by SDCL 1-25-2 (5) Discussing Marketing or Pricing Strategies. Motion carried.

Motion Reinesch, Second Shattuck to exit Executive Session at 7:40 PM. Motion carried.

11. Adjournment

Next meeting date: Monday, December 11, 2023 at 5:45 PM

There being no further business, the Board adjourned at 7:41 PM

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 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>6,665.00</u>	<u>123,124.74</u>	<u>111,412.00</u>	<u>25,988.00</u>	<u>81.09</u>
TOTAL REVENUES	137,400	6,665.00	123,124.74	111,412.00	25,988.00	18.91
<u>EXPENDITURE SUMMARY</u>						
<u>CEMETERY</u>						
SALARIES	241,594	12,851.34	185,967.79	196,392.30	45,201.70	81.29
CURRENT EXPENSES	51,900	4,292.90	48,224.36	43,957.54	7,942.46	84.70
CAPITAL OUTLAY	<u>36,000</u>	<u>0.00</u>	<u>14,677.00</u>	<u>400.00</u>	<u>35,600.00</u>	<u>1.11</u>
TOTAL CEMETERY	<u>329,494</u>	<u>17,144.24</u>	<u>248,869.15</u>	<u>240,749.84</u>	<u>88,744.16</u>	<u>26.93</u>
TOTAL EXPENDITURES	329,494	17,144.24	248,869.15	240,749.84	88,744.16	26.93
REVENUE OVER/(UNDER) EXPENDITURES	(192,094)	(10,479.24)	(125,744.41)	(129,337.84)	(62,756.16)	32.67

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

101-GENERAL

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YTD ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>CHARGES-GOODS & SERVICES</u>						
101-348 CEMETERY PERMITS	5,000	240.00	4,570.00	4,500.00	500.00	90.00
101-3481 CEMETERY OPENINGS	60,000	5,350.00	41,875.00	43,362.05	16,637.95	72.27
101-3482 CEMETERY LOT SALES	38,000	725.00	35,040.00	33,895.00	4,105.00	89.20
101-3483 CEMETERY SAT FUNERAL FEE	4,000	350.00	3,850.00	2,805.94	1,194.06	70.15
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>16,675.00</u>	<u>4,984.27</u>	<u>3,415.73</u>	<u>59.34</u>
TOTAL CHARGES-GOODS & SERVICES	137,400	6,665.00	123,124.74	111,412.00	25,988.00	18.91
TOTAL REVENUE	137,400	6,665.00	123,124.74	111,412.00	25,988.00	18.91

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2023

101-GENERAL
CEMETERY

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>SALARIES</u>						
101-43700-41100 SALARIES	133,848	10,130.27	108,659.67	114,584.23	19,263.77	85.61
101-43700-41110 OVERTIME	1,250	0.00	1,204.10	1,540.08 (	290.08)	123.21
101-43700-41120 PART-TIME	29,100	1,135.90	22,771.82	30,993.70 (	1,893.70)	106.51
101-43700-41200 SOCIAL SECURITY/MEDICARE	12,562	841.01	9,627.04	10,752.60	1,809.40	85.60
101-43700-41300 RETIREMENT	8,106	607.84	6,587.22	6,891.82	1,214.18	85.02
101-43700-41500 GROUP INSURANCE	56,728	136.32	37,117.94	31,629.87	25,098.13	55.76
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	12,851.34	185,967.79	196,392.30	45,201.70	18.71
<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	0.00	1,901.38	1,563.39	1,436.61	52.11
101-43700-42510 HEADSTONE REPAIR & MAINT	1,000	0.00	400.00	165.00	835.00	16.50
101-43700-42600 SUPPLIES & MATERIALS	16,000	1,377.48	15,823.71	13,395.97	2,604.03	83.72
101-43700-42602 CHEMICALS	8,000	1,366.57	8,377.04	7,963.19	36.81	99.54
101-43700-42603 WEED EATERS SUPPLIES	1,500	0.00	1,525.33	1,506.93 (	6.93)	100.46
101-43700-42604 TREES, SOD & SEED	2,000	0.00	1,495.00	1,999.99	0.01	100.00
101-43700-42610 GAS & FUEL	10,000	952.13	9,796.40	8,306.78	1,693.22	83.07
101-43700-42650 UNIFORMS	500	0.00	432.91	294.52	205.48	58.90
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	500.55	4,369.69	4,666.89	333.11	93.34
101-43700-42830 UTILITIES-WATER/SEWER	1,200	96.17	854.57	1,256.00 (	56.00)	104.67
101-43700-42999 REFUND OF FEES	<u>1,200</u>	<u>0.00</u>	<u>2,700.00</u>	<u>2,343.00</u> (	<u>1,143.00)</u>	<u>195.25</u>
TOTAL CURRENT EXPENSES	51,900	4,292.90	48,224.36	43,957.54	7,942.46	15.30
<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>14,677.00</u>	<u>400.00</u>	<u>7,100.00</u>	<u>5.33</u>
TOTAL CAPITAL OUTLAY	36,000	0.00	14,677.00	400.00	35,600.00	98.89
TOTAL CEMETERY	329,494	17,144.24	248,869.15	240,749.84	88,744.16	26.93
	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	329,494	17,144.24	248,869.15	240,749.84	88,744.16	26.93
REVENUE OVER/(UNDER) EXPENDITURES	(192,094)	(10,479.24)	(125,744.41)	(129,337.84)	(62,756.16)	32.67

WARNING 2,204 RESTRICTED ACCOUNT(S) OMITTED FROM THIS REPORT

11/02/2023 1:53 PM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 21

PACKET : 06636 06640 06641

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC					
		I-1717019	101-43700-42600	SUPPLIES & MA FEMALE ADAPTOR,PRESSURE GAUGE	199446	127.95
		I-1717617	101-43700-42600	SUPPLIES & MA STIHL PART	199446	14.99
01-00436	CBS FARMERS ALLIANCE					
		I-IF7362	101-43700-42610	GAS & FUEL RUBY FIELDMASTER	199327	729.18
		I-IF7363	101-43700-42610	GAS & FUEL UNLEADED BLEND	199327	222.95
		I-IY8479	101-43700-42600	SUPPLIES & MA MOBIL DTE 10	199327	148.35
01-00671	VAN DIEST SUPPLY CO					
		I-85757	101-43700-42602	CHEMICALS HERBICIDE,TRANSFILM	199483	717.00
		I-85758	101-43700-42602	CHEMICALS CROP OIL	199483	51.85
01-01395	MITCHELL CONCRETE PRODU					
		I-105100	101-43700-42600	SUPPLIES & MA PEA ROCK	199410	109.80
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.10.23	101-43700-42800	UTILITIES 700 W 23RD AVE	199425	111.51
		I-2581642-2.10.23	101-43700-42800	UTILITIES 600 W 23RD AVE PMP	199425	272.35
01-02679	MENARD'S INC					
		I-59997	101-43700-42600	SUPPLIES & MA LED BAY,BUSHING,VALVE BALLS	199395	561.92
		I-60175	101-43700-42600	SUPPLIES & MA STAKE FLAGS,OIL DRI,TOOLBOX	199395	83.00
01-02880	TEUNE TRUE VALUE & APPL					
		I-A552560	101-43700-42600	SUPPLIES & MA CONNECTORS,VALVES,ELBOWS	199473	25.06
		I-A553890	101-43700-42600	SUPPLIES & MA LEAF BAGS,BLEACH	199473	25.57
01-09058	SITEONE LANDSCAPE SUPPL					
		I-135809699-001	101-43700-42602	CHEMICALS FUNGICIDE,HERBICIDE	199464	597.72
DEPARTMENT 3700 CEMETERY					TOTAL:	3,799.20

PAGE: 22

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04-006500-00.11.23	101-43700-42830	UTILITIES-WAT COMMUNITY GARDEN	199526	96.17
01-00712	NAPA CENTRAL					
		I-792662	101-43700-42600	SUPPLIES & MA FUEL FILTERS	199626	27.84
		I-792933	101-43700-42600	SUPPLIES & MA SPARK PLUGS	199626	19.62
01-01490	MUELLER LUMBER CO. INC.					
		I-292672	101-43700-42600	SUPPLIES & MA 8" SQUARE DR ACQ DECK	199624	13.58
01-01518	VERIZON WIRELESS					
		I-9948014176	101-43700-42800	UTILITIES ACCT #886931646-00001	199688	71.69
01-02679	MENARD'S INC					
		I-61039	101-43700-42600	SUPPLIES & MA BALL VALVES,BUSHINGS	199610	30.33
01-02880	THUNE TRUE VALUE & APPL					
		I-A554212	101-43700-42600	SUPPLIES & MA LEVEL,NAIL-ON	199680	24.73
		I-A554350	101-43700-42600	SUPPLIES & MA NAIL-ON,BATTERIES	199680	18.28
		I-A554862	101-43700-42600	SUPPLIES & MA LINE LEVEL	199680	5.49
		I-B281359	101-43700-42600	SUPPLIES & MA PRIMER	199680	36.45
01-08130	C & B OPERATIONS LLC					
		I-12469500	101-43700-42600	SUPPLIES & MA V-BELT,SCAG	199515	104.52
01-10412	JON THURMAN					
		I-09302023	101-43700-42800	UTILITIES 3RD QTR CELL PHONE	199681	45.00
				DEPARTMENT 3700 CEMETERY	TOTAL:	493.70

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 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	14,714.08	535,526.64	587,289.40 (	137,089.40)	130.45
MISCELLANEOUS REVENUE	<u>4,500</u>	<u>0.00</u>	<u>372.76</u>	<u>372.42</u>	<u>4,127.58</u>	<u>8.28</u>
TOTAL REVENUES	454,700	14,714.08	535,899.40	587,661.82 (	132,961.82)	29.24-
<u>EXPENDITURE SUMMARY</u>						
<u>GOLF COURSE</u>						
OTHER	0	0.00	0.00	0.00	0.00	0.00
SALARIES	209,423	11,982.41	165,121.61	179,486.95	29,936.05	85.71
CURRENT EXPENSES	187,725	12,932.22	181,939.04	200,181.68 (	12,456.68)	106.64
CAPITAL OUTLAY	<u>757,836</u>	<u>0.00</u>	<u>155,966.71</u>	<u>129,108.00</u>	<u>628,728.00</u>	<u>17.04</u>
TOTAL GOLF COURSE	<u>1,154,984</u>	<u>24,914.63</u>	<u>503,027.36</u>	<u>508,776.63</u>	<u>646,207.37</u>	<u>55.95</u>
TOTAL EXPENDITURES	1,154,984	24,914.63	503,027.36	508,776.63	646,207.37	55.95
REVENUE OVER/ (UNDER) EXPENDITURES	(700,284) (	10,200.55)	32,872.04	78,885.19 (	779,169.19)	111.26
OTHER SOURCES	555,836	0.00	62,982.00	6,400.00	549,436.00	1.15
OTHER USES	0	0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)	(144,448) (	10,200.55)	95,854.04	85,285.19 (	229,733.19)	0.00

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 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	3,654.19	159,637.48	157,877.11 (	7,877.11)	105.25
614-3462 RANGE MEMBERSHIP	18,000	0.00	18,446.46	18,334.87 (	334.87)	101.86
614-34620 RANGE BALLS	15,000	20.24	21,703.63	25,667.59 (	10,667.59)	171.12
614-34622 ADULT GREEN FEES	89,000	1,515.86	116,680.00	140,315.78 (	51,315.78)	157.66
614-34623 ADULT 9/18 SPLIT	0	0.00	0.00	0.00	0.00	0.00
614-34626 PUNCH CARDS	16,000	205.22	15,441.96	18,951.42 (	2,951.42)	118.45
614-3463 ELECTRIC CART & STORAGE FEE	20,000	6,951.65	21,058.00	17,869.82	2,130.18	89.35
614-34630 1.5% TOURISM TAX~RANGE BALLS	300	0.30	325.64	385.04 (	85.04)	128.35
614-34631 CART RENTAL	100,000	2,210.83	129,459.52	160,609.29 (	60,609.29)	160.61
614-34632 LAWN BOWLING MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
614-3464 ANNUAL TRAIL FEES	18,000	0.00	18,105.06	16,635.96	1,364.04	92.42
614-34641 LOCKER FEE	1,000	0.00	1,051.63	1,033.58 (	33.58)	103.36
614-3465 TOURNAMENT SPONSOR FEE	17,000	112.99	27,688.75	24,463.69 (	7,463.69)	143.90
614-3466 MISC/GAS/PROG/CLUBHOUSE	2,000	42.80	1,903.51	1,690.25	309.75	84.51
614-3467 ADVERTISING REVENUE (NO TAX)	3,900	0.00	4,025.00	3,455.00	445.00	88.59
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	14,714.08	535,526.64	587,289.40 (	137,089.40)	30.45-
<u>MISCELLANEOUS REVENUE</u>						
614-367 CONTRIBUTION FR PRIVATE SOURCE	0	0.00	200.00	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>172.76</u>	<u>372.42</u> (	<u>372.42</u>)	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	4,500	0.00	372.76	372.42	4,127.58	91.72
TOTAL REVENUE	454,700	14,714.08	535,899.40	587,661.82 (	132,961.82)	29.24-

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 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	77,997.09	84,618.21	11,223.79	88.29
614-45250-41110 OVERTIME	1,000	0.00	1,237.05	783.58	216.42	78.36
614-45250-41120 PART-TIME	58,040	3,288.01	49,765.36	53,157.38	4,882.62	91.59
614-45250-41200 SOCIAL SECURITY/MEDICARE	11,849	794.06	9,486.09	10,080.59	1,768.41	85.08
614-45250-41300 RETIREMENT	5,811	441.48	4,725.55	5,102.45	708.55	87.81
614-45250-41500 GROUP INSURANCE	36,881	100.76	21,910.47	25,744.74	11,136.26	69.80
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	11,982.41	165,121.61	179,486.95	29,936.05	14.29
<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	6,414.07	66,701.90	78,433.71 (	11,908.71)	117.90
614-45250-42250 PROFESSIONAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
614-45250-42300 PUBLISHING	2,000	17.98	1,968.90	1,852.05	147.95	92.60
614-45250-42400 RENTALS	0	0.00	0.00	3,000.00 (	3,000.00)	0.00
614-45250-42500 REPAIR & MAINTENANCE	18,000	79.98	6,686.08	16,215.95	1,784.05	90.09
614-45250-42600 SUPPLIES & MATERIALS	20,000	410.08	16,692.60	19,996.94	3.06	99.98
614-45250-42601 SUPPLIES-LAWN BOWLING	0	0.00	0.00	0.00	0.00	0.00
614-45250-42602 CHEMICALS	25,000	804.35	18,721.14	24,528.46	471.54	98.11
614-45250-42603 SAND/GOLF COURSE	5,000	1,615.82	2,911.58	4,858.80	141.20	97.18
614-45250-42604 TREES & SOD	2,500	0.00	2,385.05 (	546.58)	3,046.58	21.86-
614-45250-42610 GAS & FUEL	15,000	1,432.37	17,797.06	14,223.75	776.25	94.83
614-45250-42650 UNIFORMS	500	195.00	452.91	375.95	124.05	75.19
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	2,443.39	156.61	93.98
614-45250-42800 UTILITIES	16,000	1,954.48	18,892.76	17,764.71 (	1,764.71)	111.03
614-45250-42830 UTILITIES-WATER/SEWER	1,300	0.00	1,555.32	1,712.05 (	412.05)	131.70
614-45250-42920 COMPUTER SOFTWARE	3,600	0.00	16,622.81	4,020.70 (	420.70)	111.69
614-45250-42931 SALES TAX	200	8.09	290.66	384.75 (	184.75)	192.38
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	12,932.22	181,939.04	200,181.68 (	12,456.68)	6.64-

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 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	0.00	53,862.71	32,400.00	570,436.00	5.37
614-45250-43400 MACHINERY & EQUIPMENT	<u>155,000</u>	<u>0.00</u>	<u>102,104.00</u>	<u>96,708.00</u>	<u>58,292.00</u>	<u>62.39</u>
TOTAL CAPITAL OUTLAY	757,836	0.00	155,966.71	129,108.00	628,728.00	82.96
TOTAL GOLF COURSE	1,154,984	24,914.63	503,027.36	508,776.63	646,207.37	55.95
	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	1,154,984	24,914.63	503,027.36	508,776.63	646,207.37	55.95
REVENUE OVER/(UNDER) EXPENDITURES	(700,284)	(10,200.55)	32,872.04	78,885.19	(779,169.19)	111.26
<u>OTHER FINANCING SOURCES</u>						
614-3900 FROM GENERAL FUND	550,836	0.00	59,947.00	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>3,035.00</u>	<u>6,400.00</u>	<u>(1,400.00)</u>	<u>128.00</u>
TOTAL OTHER FINANCING SOURCES	555,836	0.00	62,982.00	6,400.00	549,436.00	98.85
<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)	(10,200.55)	95,854.04	85,285.19	(229,733.19)	159.04

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 52

PACKET : 06636 06640 06641

VENDOR SET: Mult

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00008	ELFSTRAND'S ACE HARDWAR	I-1424/1	614-45250-42500	REPAIR & MAIN RYL EXT FLT	199347	79.98
01-00356	QUALIFIED PRESORT	I-2279-3531	614-45250-42600	SUPPLIES & MA POSTAGE 10.1-15.2023	199442	0.66
01-00436	CBS FARMERS ALLIANCE	I-IF7361	614-45250-42610	GAS & FUEL UNLEADED FUEL	199327	480.25
		I-IF7362	614-45250-42610	GAS & FUEL RUBY FIELDMASTER	199327	729.17
		I-IF7363	614-45250-42610	GAS & FUEL UNLEADED BLEND	199327	222.95
01-00671	VAN DIEST SUPPLY CO	I-85757	614-45250-42602	CHEMICALS HERBICIDE,TRANSFILM	199483	300.00
01-01404	MITCHELL IRON & SUPPLY	I-80839	614-45250-42600	SUPPLIES & MA V BELT	199412	60.14
01-01590	MCLEOD'S PRINTING	I-70744	614-45250-42300	PUBLISHING THERMAL ROLLS	199394	17.98
01-01830	NORTHWESTERN ENERGY	I-2581639-8.10.23	614-45250-42800	UTILITIES 700 W 23RD AVE	199425	111.50
		I-2581641-4.10.23	614-45250-42800	UTILITIES W 23RD	199425	10.15
		I-2581643-0.10.23	614-45250-42800	UTILITIES GOLF PUMP 100 H	199425	1,035.10
		I-2581875-8.10.23	614-45250-42800	UTILITIES GOLF CLUB HOUSE	199425	438.11
		I-2581876-6.10.23	614-45250-42800	UTILITIES GOLF CART SEED	199425	34.11
		I-2939180-2.10.23	614-45250-42800	UTILITIES 825 INDIAN VILLAGE RD	199425	96.81
01-02051	MIDCONTINENT COMMUNICAT	I-02630670213627	614-45250-42800	UTILITIES ACCT #026306702	199402	93.39
01-05099	EMME SAND & GRAVEL	I-9580	614-45250-42603	SAND/GOLF COU TOP DRESSING SAND	199348	1,615.82
01-08130	C & B OPERATIONS LLC	I-12439966	614-45250-42600	SUPPLIES & MA FITTING,HOSE FITTING,HOSES	199317	72.28
01-08892	ERIC HIEB	I-10302023	614-45250-42200	GOLF PRO CONT BASE CONTRACT 11-2023	199365	5,772.31
		I-103023	614-45250-42200	GOLF PRO CONT CLOVER CC FEES REIMBURSED	199365	641.76
01-09058	SITEONE LANDSCAPE SUPPL	C-133146266-001	614-45250-42602	CHEMICALS CUSTOMER REBATE	199464	410.65-
		I-135809699-001	614-45250-42602	CHEMICALS FUNGICIDE,HERBICIDE	199464	915.00

DEPARTMENT 5250	GOLF COURSE	TOTAL:	12,316.82
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FUND 614	GOLF COURSE	TOTAL:	12,316.82
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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 54

PACKET : 06651 06652 06653 06654

VENDOR SET: Mult

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00008	ELFSTRAND'S ACE HARDWAR	I-1536/1	614-45250-42600	SUPPLIES & MA BRUSH,PUTTY KNIFE	199553	12.18
01-00436	CHS FARMERS ALLIANCE	I-IY8778	614-45250-42600	SUPPLIES & MA MOBIL RARUS CHEVRON	199525	160.30
01-01518	VERIZON WIRELESS	I-9948014176	614-45250-42800	UTILITIES ACCT #886931646-00001	199688	41.92
01-02051	MIDCONTINENT COMMUNICAT	I-02630670213686	614-45250-42800	UTILITIES ACCT #026306702	199611	93.39
01-04678	LAKEVIEW GOLF COURSE	I-10102023	614-45250-42650	UNIFORMS GUNNARE LOGOD RAIN SUIT	199598	190.00
01-08130	C & B OPERATIONS LLC	I-12469500	614-45250-42600	SUPPLIES & MA V-BELT,SCAG	199515	104.52
01-08594	MAKE IT MINE DESIGNS	I-32023	614-45250-42650	UNIFORMS VINYL LETTERING	199606	5.00
DEPARTMENT 5250 GOLF COURSE					TOTAL:	607.31
FUND 614 GOLF COURSE					TOTAL:	607.31

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

101-GENERAL
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
CHARGES-GOODS & SERVICES	<u>137,400</u>	<u>12,465.00</u>	<u>142,549.74</u>	<u>123,877.00</u>	<u>13,523.00</u>	<u>90.16</u>
TOTAL REVENUES	137,400	12,465.00	142,549.74	123,877.00	13,523.00	9.84
<u>EXPENDITURE SUMMARY</u>						
<u>CEMETERY</u>						
SALARIES	241,594	18,439.12	204,438.82	214,831.42	26,762.58	88.92
CURRENT EXPENSES	51,900	6,476.13	52,079.96	50,433.67	1,466.33	97.17
CAPITAL OUTLAY	<u>36,000</u>	<u>0.00</u>	<u>14,677.00</u>	<u>400.00</u>	<u>35,600.00</u>	<u>1.11</u>
TOTAL CEMETERY	<u>329,494</u>	<u>24,915.25</u>	<u>271,195.78</u>	<u>265,665.09</u>	<u>63,828.91</u>	<u>19.37</u>
TOTAL EXPENDITURES	329,494	24,915.25	271,195.78	265,665.09	63,828.91	19.37
REVENUE OVER/(UNDER) EXPENDITURES	(192,094)	(12,450.25)	(128,646.04)	(141,788.09)	(50,305.91)	26.19

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

101-GENERAL

		CURRENT	CURRENT	PRIOR YEAR	CURRENT	BUDGET	% YTD
REVENUES		BUDGET	PERIOD	YTD ACTUAL	YTD ACTUAL	BALANCE	BUDGET
<u>CHARGES-GOODS & SERVICES</u>							
101-348	CEMETERY PERMITS	5,000	90.00	4,570.00	4,590.00	410.00	91.80
101-3481	CEMETERY OPENINGS	60,000	7,600.00	57,975.00	50,962.05	9,037.95	84.94
101-3482	CEMETERY LOT SALES	38,000	3,025.00	36,865.00	36,920.00	1,080.00	97.16
101-3483	CEMETERY SAT FUNERAL FEE	4,000	1,750.00	5,350.00	4,555.94 (	555.94)	113.90
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>16,675.00</u>	<u>4,984.27</u>	<u>3,415.73</u>	<u>59.34</u>
TOTAL CHARGES-GOODS & SERVICES		137,400	12,465.00	142,549.74	123,877.00	13,523.00	9.84
TOTAL REVENUE		137,400	12,465.00	142,549.74	123,877.00	13,523.00	9.84

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 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	16,105.37	123,788.91	130,689.60	3,158.40	97.64
101-43700-41110 OVERTIME	1,250	0.00	1,204.10	1,540.08 (	290.08)	123.21
101-43700-41120 PART-TIME	29,100	18.45	23,852.96	31,012.15 (	1,912.15)	106.57
101-43700-41200 SOCIAL SECURITY/MEDICARE	12,562	1,212.62	10,849.81	11,965.22	596.78	95.25
101-43700-41300 RETIREMENT	8,106	966.36	7,494.96	7,858.18	247.82	96.94
101-43700-41500 GROUP INSURANCE	56,728	136.32	37,248.08	31,766.19	24,961.81	56.00
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	18,439.12	204,438.82	214,831.42	26,762.58	11.08
<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	1,364.48	2,464.70	2,927.87	72.13	97.60
101-43700-42510 HEADSTONE REPAIR & MAINT	1,000	800.00	400.00	965.00	35.00	96.50
101-43700-42600 SUPPLIES & MATERIALS	16,000	2,140.37	16,193.23	15,536.34	463.66	97.10
101-43700-42602 CHEMICALS	8,000	0.00	8,377.04	7,963.19	36.81	99.54
101-43700-42603 WEED EATERS SUPPLIES	1,500	0.00	1,525.33	1,506.93 (	6.93)	100.46
101-43700-42604 TREES, SOD & SEED	2,000	0.00	1,495.00	1,999.99	0.01	100.00
101-43700-42610 GAS & FUEL	10,000	1,743.16	10,342.08	10,049.94 (	49.94)	100.50
101-43700-42650 UNIFORMS	500	41.85	479.91	336.37	163.63	67.27
101-43700-42690 CHANGE IN INVENTORY	0	0.00	1,494.03	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	265.50	4,981.57	4,932.39	67.61	98.65
101-43700-42830 UTILITIES-WATER/SEWER	1,200	120.77	1,078.74	1,376.77 (	176.77)	114.73
101-43700-42999 REFUND OF FEES	<u>1,200</u>	<u>0.00</u>	<u>2,700.00</u>	<u>2,343.00</u> (	<u>1,143.00)</u>	<u>195.25</u>
TOTAL CURRENT EXPENSES	51,900	6,476.13	52,079.96	50,433.67	1,466.33	2.83
<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>14,677.00</u>	<u>400.00</u>	<u>7,100.00</u>	<u>5.33</u>
TOTAL CAPITAL OUTLAY	36,000	0.00	14,677.00	400.00	35,600.00	98.89
TOTAL CEMETERY	329,494	24,915.25	271,195.78	265,665.09	63,828.91	19.37
	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	329,494	24,915.25	271,195.78	265,665.09	63,828.91	19.37
REVENUE OVER/ (UNDER) EXPENDITURES	(192,094)	(12,450.25)	(128,646.04)	(141,788.09)	(50,305.91)	26.19

WARNING 2,144 RESTRICTED ACCOUNT(S) OMITTED FROM THIS REPORT

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 18

PACKET : 06675 06676 06677 06678

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00008	ELFSTRAND'S ACE HARDWAR					
		I-1646/1	101-43700-42600	SUPPLIES & MA PADLOCK	199762	34.99
01-00436	CES FARMERS ALLIANCE					
		I-IF7671	101-43700-42610	GAS & FUEL GOLF RUBY FIELDMASTER	199742	1,255.19
		I-IF7672	101-43700-42610	GAS & FUEL GOLF UNLEADED GAS	199742	279.36
01-00525	DAKOTA PUMP LLC					
		I-17585	101-43700-42500	REPAIR & MAIN SCADA COMPUTER	199756	63.78
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.11.23	101-43700-42800	UTILITIES 700 W 23RD AVE	199821	138.66
		I-2581641-4.11.23	101-43700-42800	UTILITIES W 23RD	199821	10.15
01-02495	SCOTT SUPPLY CO.					
		I-21123P	101-43700-42600	SUPPLIES & MA BELT	199843	22.25
01-02880	DEUNE TRUE VALUE & APPL					
		I-A556289	101-43700-42600	SUPPLIES & MA COBALT, PIN SHACKLE	199853	58.97
		I-A556338	101-43700-42600	SUPPLIES & MA FLEX BAGS	199853	9.79
01-09763	CONRAD REPAIR LLC					
		I-2111	101-43700-42500	REPAIR & MAIN INSTALL WATER HEATER	199747	392.70
DEPARTMENT 3700 CEMETERY					TOTAL:	2,265.84

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 21

PACKET : 06695 06696 06697 06698

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01518	VERIZON WIRELESS					
		I-9950453011	101-43700-42800	UTILITIES ACCT #886931646-00001	200051	71.69
				DEPARTMENT 3700 CEMETERY	TOTAL:	71.69

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 13

PACKET : 06709 06710

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00210	BAILEY METAL FABRICATOR					
		I-62079	101-43700-42600	SUPPLIES & MA EXPANDED METAL	200066	67.79
01-00424	RUNNINGS SUPPLY INC					
		I-1753295	101-43700-42600	SUPPLIES & MA TUBE	200135	10.99
		I-1758607	101-43700-42650	UNIFORMS CUNNINGHAM LOGOD HOODIES	200135	41.85
01-00445	CITY OF MITCHELL					
		I-04.000400.00.11.23	101-43700-42830	UTILITIES-WAT 600 W 23RD AVE-CEM SHOP	200076	120.77
01-00712	NAPA CENTRAL					
		I-793692	101-43700-42600	SUPPLIES & MA OIL,OIL FILTER	200121	11.77
		I-794115	101-43700-42600	SUPPLIES & MA OIL	200121	60.36
01-00985	HONDA OF MITCHELL					
		I-135579	101-43700-42600	SUPPLIES & MA BAR & CHAIN OIL	200099	24.99
01-01199	STURDEVANTS AUTO VALUE					
		I-815023981	101-43700-42600	SUPPLIES & MA CLASSICAL SECTIONS,BATTERIES	200143	145.33
		I-815027263	101-43700-42600	SUPPLIES & MA BATTERIES	200143	106.14
01-02679	MENARD'S INC					
		I-62568	101-43700-42600	SUPPLIES & MA HOSE REEL	200112	99.99
01-02880	THEUNE TRUE VALUE & APPL					
		I-A557797	101-43700-42600	SUPPLIES & MA FURNACE FILTERS,C-CLAMPS	200145	133.88
01-06461	YOUNG GRAVE SERVICE					
		I-1648	101-43700-42510	HEADSTONE REP 2023 BABY SECTION RESTORATION	200151	800.00
01-08281	ARAMARK					
		I-6380150431	101-43700-42600	SUPPLIES & MA MAT CLEANING	200063	33.57
		I-6380153916	101-43700-42600	SUPPLIES & MA MAT CLEANING	200063	33.57
01-09703	AMAZON CAPITAL SERVICES					
		I-19KQ-MKVN-4RY6	101-43700-42600	SUPPLIES & MA WALL CALENDAR,PLANNERS	200061	63.65
		I-1MRP-JLVJ-JLPR	101-43700-42600	SUPPLIES & MA MECHANICAL PENCILS,HIGHLIGHTER	200061	29.06
DEPARTMENT 3700 CEMETERY					TOTAL:	1,783.71

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

614-GOLF COURSE
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YDT 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	9,330.27	544,168.88	596,649.80 (	146,449.80)	132.53
MISCELLANEOUS REVENUE	<u>4,500</u>	<u>5,144.93</u>	<u>4,872.76</u>	<u>5,517.35</u> (	<u>1,017.35)</u>	<u>122.61</u>
TOTAL REVENUES	454,700	14,475.20	549,041.64	602,167.15 (	147,467.15)	32.43-
<u>EXPENDITURE SUMMARY</u>						
<u>GOLF COURSE</u>						
OTHER	0	0.00	62,642.52	0.00	0.00	0.00
SALARIES	209,423	14,489.41	177,318.87	193,976.36	15,446.64	92.62
CURRENT EXPENSES	187,725	8,866.45	194,495.07	209,048.13 (	21,323.13)	111.36
CAPITAL OUTLAY	<u>757,836</u>	<u>54,923.00</u>	<u>155,966.71</u>	<u>184,031.00</u>	<u>573,805.00</u>	<u>24.28</u>
TOTAL GOLF COURSE	<u>1,154,984</u>	<u>78,278.86</u>	<u>590,423.17</u>	<u>587,055.49</u>	<u>567,928.51</u>	<u>49.17</u>
TOTAL EXPENDITURES	1,154,984	78,278.86	590,423.17	587,055.49	567,928.51	49.17
REVENUE OVER/(UNDER) EXPENDITURES	(700,284) (	63,803.66) (	41,381.53)	15,111.66 (	715,395.66)	102.16
OTHER SOURCES	555,836	0.00	62,982.00	6,400.00	549,436.00	1.15
OTHER USES	0	0.00	0.00	0.00	0.00	0.00

REVENUES & OTHER SOURCES OVER
(UNDER) EXPENDITURES & OTHER (USES) (144,448) (63,803.66) 21,600.47 21,511.66 (165,959.66) 0.00

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 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	6,277.27	165,578.40	164,154.38 (	14,154.38)	109.44
614-3462 RANGE MEMBERSHIP	18,000	382.46	18,604.60	18,717.33 (	717.33)	103.99
614-34620 RANGE BALLS	15,000	49.68	21,703.63	25,717.27 (	10,717.27)	171.45
614-34622 ADULT GREEN FEES	89,000	59.70	116,713.49	140,375.48 (	51,375.48)	157.73
614-34623 ADULT 9/18 SPLIT	0	0.00	0.00	0.00	0.00	0.00
614-34626 PUNCH CARDS	16,000	298.51	15,628.01	19,249.93 (	3,249.93)	120.31
614-3463 ELECTRIC CART & STORAGE FEE	20,000	1,198.35	22,972.25	19,068.17	931.83	95.34
614-34630 1.5% TOURISM TAX~RANGE BALLS	300	0.75	325.64	385.79 (	85.79)	128.60
614-34631 CART RENTAL	100,000	875.23	129,493.32	161,514.65 (	61,514.65)	161.51
614-34632 LAWN BOWLING MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
614-3464 ANNUAL TRAIL FEES	18,000	188.32	18,480.65	16,824.28	1,175.72	93.47
614-34641 LOCKER FEE	1,000	0.00	1,051.63	1,033.58 (	33.58)	103.36
614-3465 TOURNAMENT SPONSOR FEE	17,000	0.00	27,688.75	24,463.69 (	7,463.69)	143.90
614-3466 MISC/GAS/PROG/CLUBHOUSE	2,000	0.00	1,903.51	1,690.25	309.75	84.51
614-3467 ADVERTISING REVENUE (NO TAX)	3,900	0.00	4,025.00	3,455.00	445.00	88.59
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	9,330.27	544,168.88	596,649.80 (	146,449.80)	32.53-
<u>MISCELLANEOUS REVENUE</u>						
614-367 CONTRIBUTION FR PRIVATE SOURCE	0	0.00	200.00	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	4,500.00	4,500.00	4,500.00	0.00	100.00
614-369 REFUNDS AND REIMBURSEMENTS	<u>0</u>	<u>644.93</u>	<u>172.76</u>	<u>1,017.35</u> (	<u>1,017.35</u>)	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	4,500	5,144.93	4,872.76	5,517.35 (	1,017.35)	22.61-
TOTAL REVENUE	454,700	14,475.20	549,041.64	602,167.15 (	147,467.15)	32.43-

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 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	1,135.57	0.00	0.00	0.00
614-45250-21620 PENSION EXPENSE	0	0.00 (	1,745.84)	0.00	0.00	0.00
614-45250-21630 OPEB EXPENSE	0	0.00 (	444.00)	0.00	0.00	0.00
614-45250-21670 DEPRECIATION EXPENSE	<u>0</u>	<u>0.00</u>	<u>63,696.79</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER	0	0.00	62,642.52	0.00	0.00	0.00
<u>SALARIES</u>						
614-45250-41100 SALARIES	95,842	11,177.17	88,385.94	95,795.38	46.62	99.95
614-45250-41110 OVERTIME	1,000	0.00	1,237.05	783.58	216.42	78.36
614-45250-41120 PART-TIME	58,040	1,584.90	50,058.31	54,742.28	3,297.72	94.32
614-45250-41200 SOCIAL SECURITY/MEDICARE	11,849	955.96	10,282.01	11,036.55	812.45	93.14
614-45250-41300 RETIREMENT	5,811	670.62	5,348.89	5,773.07	37.93	99.35
614-45250-41500 GROUP INSURANCE	36,881	100.76	22,006.67	25,845.50	11,035.50	70.08
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	14,489.41	177,318.87	193,976.36	15,446.64	7.38
<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	5,170.10	71,664.70	83,603.81 (	17,078.81)	125.67
614-45250-42250 PROFESSIONAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
614-45250-42300 PUBLISHING	2,000	0.00	1,968.90	1,852.05	147.95	92.60
614-45250-42400 RENTALS	0	0.00	0.00	3,000.00 (	3,000.00)	0.00
614-45250-42500 REPAIR & MAINTENANCE	18,000	1,039.67	6,944.56	17,255.62	744.38	95.86
614-45250-42600 SUPPLIES & MATERIALS	20,000	15.16	17,273.34	20,012.10 (	12.10)	100.06
614-45250-42601 SUPPLIES-LAWN BOWLING	0	0.00	0.00	0.00	0.00	0.00
614-45250-42602 CHEMICALS	25,000	0.00	18,721.14	24,528.46	471.54	98.11
614-45250-42603 SAND/GOLF COURSE	5,000	0.00	2,911.58	4,858.80	141.20	97.18
614-45250-42604 TREES & SOD	2,500	0.00	3,316.63 (	546.58)	3,046.58	21.86-
614-45250-42610 GAS & FUEL	15,000	984.78	18,126.53	15,208.53 (	208.53)	101.39
614-45250-42650 UNIFORMS	500	107.90	543.10	483.85	16.15	96.77
614-45250-42690 CHANGE IN INVENTORY	0	0.00	2,656.07	0.00	0.00	0.00
614-45250-42700 TRAVEL, CONF. & DUES	2,600	0.00	1,410.74	2,443.39	156.61	93.98
614-45250-42800 UTILITIES	16,000	863.86	20,694.80	18,628.57 (	2,628.57)	116.43
614-45250-42830 UTILITIES-WATER/SEWER	1,300	684.68	2,069.29	2,396.73 (	1,096.73)	184.36
614-45250-42920 COMPUTER SOFTWARE	3,600	0.00	16,622.81	4,020.70 (	420.70)	111.69
614-45250-42931 SALES TAX	200	0.30	291.35	385.05 (	185.05)	192.53
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	8,866.45	194,495.07	209,048.13 (	21,323.13)	11.36-

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 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	0.00	53,862.71	32,400.00	570,436.00	5.37
614-45250-43400 MACHINERY & EQUIPMENT	<u>155,000</u>	<u>54,923.00</u>	<u>102,104.00</u>	<u>151,631.00</u>	<u>3,369.00</u>	<u>97.83</u>
TOTAL CAPITAL OUTLAY	757,836	54,923.00	155,966.71	184,031.00	573,805.00	75.72
 TOTAL GOLF COURSE	 1,154,984	 78,278.86	 590,423.17	 587,055.49	 567,928.51	 49.17
	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	1,154,984	78,278.86	590,423.17	587,055.49	567,928.51	49.17

REVENUE OVER/ (UNDER) EXPENDITURES	(700,284)	(63,803.66)	(41,381.53)	15,111.66	(715,395.66)	102.16
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OTHER FINANCING SOURCES

614-3900 FROM GENERAL FUND	550,836	0.00	59,947.00	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>3,035.00</u>	<u>6,400.00</u>	<u>(1,400.00)</u>	<u>128.00</u>
TOTAL OTHER FINANCING SOURCES	555,836	0.00	62,982.00	6,400.00	549,436.00	98.85

OTHER FINANCING USES

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)	(63,803.66)	21,600.47	21,511.66	(165,959.66)	114.89
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11/29/2023 4:28 PM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 46

PACKET : 06675 06676 06677 06678

VENDOR SET: Mult

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00436	CHS FARMERS ALLIANCE					
		I-IF7670	614-45250-42610	GAS & FUEL LAKEVIEW UNLEADED GAS	199742	309.16
		I-IF7671	614-45250-42610	GAS & FUEL GOLF RUBY FIELDMASTER	199742	467.00
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.11.23	614-45250-42800	UTILITIES 700 W 23RD AVE	199821	138.65
		I-2581643-0.11.23	614-45250-42800	UTILITIES GOLF PUMP 100 E	199821	240.99
		I-2581875-8.11.23	614-45250-42800	UTILITIES GOLF CLUB HOUSE	199821	315.08
		I-2581876-6.11.23	614-45250-42800	UTILITIES GOLF CART SHED	199821	18.83
		I-2939180-2.11.23	614-45250-42800	UTILITIES 825 INDIAN VILLAGE RD	199821	15.00
01-04352	UPS STORE #4227					
		I-11162023	614-45250-42600	SUPPLIES & MA POSTAGE	199857	14.50
01-08892	ERIC HIEB					
		I-11272023	614-45250-42200	GOLF PRO CONT BASE CONTRACT 12-2023	199784	4,915.34
		I-112723	614-45250-42200	GOLF PRO CONT CLOVER CC FEES REIMBURSED	199784	254.76
01-09768	CONRAD REPAIR LLC					
		I-2111	614-45250-42500	REPAIR & MAIN INSTALL WATER HEATER	199747	392.70
DEPARTMENT 5250 GOLF COURSE					TOTAL:	7,082.01
FUND 614 GOLF COURSE					TOTAL:	7,082.01

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00356	QUALIFIED PRESORT					
		I-2279-4747	614-45250-42600	SUPPLIES & MA POSTAGE 11.16-30.2023	200011	0.66
01-01518	VERIZON WIRELESS					
		I-9950453011	614-45250-42800	UTILITIES ACCT #886931646-00001	200051	41.92
DEPARTMENT 5250 GOLF COURSE						TOTAL: 42.58

FUND 614 GOLF COURSE						TOTAL: 42.58

12/20/2023 3:00 PM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 38

PACKET : 06709 06710

VENDOR SET: Mult

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00210	BAILEY METAL FABRICATOR	I-62148	614-45250-42500	REPAIR & MAIN GARBAGE CAN LINER,HOT ROLL SHT	200066	141.29
01-00445	CITY OF MITCHELL	I-04.000400.00.11.23	614-45250-42830	UTILITIES-WAT 600 W 23RD AVE-CEM SHOP	200076	120.78
		I-04.00800.00.11.23	614-45250-42830	UTILITIES-WAT 3300 N OHLMAN ST-GOLF	200076	563.90
01-01355	MIDWEST TURF & IRRIGATI	I-3922117-00	614-45250-43400	MACHINERY & E GREENMASTER 3320 HYBRID	200114	44,736.00
		I-3922118-00	614-45250-43400	MACHINERY & E BLADE CUTTING UNIT,ROLLER	200114	10,187.00
01-02051	MIDCONTINENT COMMUNICAT	I-02630670213742	614-45250-42800	UTILITIES ACCT #026306702	200113	93.39
01-08594	MAKE IT MINE DESIGNS	I-33054	614-45250-42650	UNIFORMS GUNNARE SHIRTS EMBROIDERY	200110	107.90
01-09703	AMAZON CAPITAL SERVICES	I-1KFQ-K1JV-QKJJ	614-45250-42500	REPAIR & MAIN HIGH BAY LIGHTS	200061	416.69
		I-1MRP-JLVJ-JLPR	614-45250-42500	REPAIR & MAIN MECHANICAL PENCILS,HIGHLIGHTER	200061	88.99
DEPARTMENT 5250 GOLF COURSE					TOTAL:	56,455.94
FUND 614 GOLF COURSE					TOTAL:	56,455.94

November/December Lakeview Golf Course Clubhouse Report

- Opened up Nov 4th and 5th. Saw some play both days. Good days – worth being open
 - o 67 Golfers Nov 4th
 - o 75 Golfers Nov 5th
 - Opened up for play Sunday, November 12th through Thursday, November 16th
 - Last day of play was Thursday, November 16th
 - Overall was a great year (with a later start than usual April 10th opening), Revenue was up from last year and golf continues to grow year by year. Hope to keep that momentum into 2024.
 - Having my pro shop Christmas Sale at the clubhouse this year during December.
 - Finishing around the clubhouse clean up, inventory, etc on my end
 - Total Rounds for 2023 – 25,416
-
- Credit Card 3% Processing fee option
 - o Can be done but not very user friendly
 - o Have to manually add the fee to each credit/debit card transaction each time
 - So if the customer pays cash and we forget to take off the fee or if we forget to add the fee back in on a credit/debit card transaction after a cash transaction...can become confusing and when we are busy during a tournament, it is another step to get someone through
 - Have to keep the right at what are actual rate is to stay within compliance

Thanks,

Eric Hieb

2023 Rounds Played & Membership Numbers

Rounds

Total Rounds Played 2022 = 24,369

Total Rounds Played 2023 = 25,416

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: 160

Couples: 104

College: 17

Student: 34

Family: 228

Total: 543

New Members: 40

Punch cards:

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

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

Range Punch Cards

- 45 – 10 Buckets
- 21 – 25 Buckets

Golf and Cemetery Board

5:45 PM

January, 9th 2024

GOLF

- Hauled in 450 yards of fill for phase 2.
- Equipment package approved for 2025.
- Doing some shop clean up and putting away for winter.
- 2nd new greens mower arrived with extra set of reels.
- Getting ready for new grinders.
- Will probably have to start watering greens again with the forecast.
- 51 trees cut down.
 - About half are totally cleaned up.
 - All are chunked up ready to be hauled out.
 - Street has started hauling out.
- Installed new lighting in main shop.

CEMETERY

- Finished Block wall in east ditch.
- New water heater in shop.
- Need to rebuild shop dumpster.
- Mapping issues with uploading is holding up progress.
- Working with monument company on donating baby section monuments.
- Trying to finish up on a lot of odds and ends before winter.
- Doing analysis of each block's available graves.

Golf & Cemetery Superintendent

Jason Gunnare

Private golf cart policy for Lakeview golf course.

This policy is intended to define what golf carts are allowed to be used on Lakeview golf course. A golf cart is defined as a four-wheeled vehicle originally and specifically designed and intended to transport one or more individuals and golf clubs for the purpose of playing the game of golf on a golf course.

The Golf Course Superintendent has the authority to authorize, or deny the use of a non-complying vehicles from the course. Any golf cart brought onto the golf course shall not cause damage to the golf course, or take away from any other golfers' enjoyment of their golf experience. Any vehicle that may be considered a utility vehicle is not permitted on the golf course unless it is being used by golf course staff. All decisions on what is or is not acceptable is at the discretion of the golf course. If there is a disagreement of the decision of the golf course superintendent an appeal can be taken to the golf and cemetery board.

1. Only turf tires with non-aggressive tread. No all-terrain tires allowed.
2. No carts allowed that can exceed 20 MPH.
3. The motor of the golf cart must shut off when the gas pedal is released.
4. Radios are intended for use in the cart, and should not interrupt other golfers' enjoyment.

2024 Fee Justification

	2017	2018	2019	2020	2021	2022	2023	Proposed 2024
9-hole		\$ 18.00	\$ 18.00	\$ 18.00	\$ 20.00	\$ 20.00	\$ 22.00	\$ 22.00
18-hole		\$ 28.00	\$ 28.00	\$ 28.00	\$ 30.00	\$ 30.00	\$ 32.00	\$ 32.00
9- hole weekend								\$25
18- hold weekend								\$35
Youth 9		\$ 10.00	\$ 10.00	\$ 10.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00
youth 18		\$ 16.00	\$ 16.00	\$ 16.00	\$ 18.00	\$ 18.00	\$ 18.00	\$ 18.00
9 Cart/seat		\$ 9.00	\$ 9.00	\$ 9.00	\$ 12.00	\$ 12.00	\$ 14.00	\$ 14.00
18 Cart/seat		\$ 15.00	\$ 15.00	\$ 15.00	\$ 18.00	\$ 18.00	\$ 20.00	\$ 20.00
Small Range Bucket		\$ 3.00	\$ 3.00	\$ 3.00	\$ 4.00	\$ 4.00	\$ 4.00	5
Large Range Bucket		\$ 5.00	\$ 5.00	\$ 5.00	\$ 6.00	\$ 6.00	\$ 6.00	8
10 Buckets	\$ 35.00	\$ 40.00	\$ 40.00	\$ 45.00	\$ 54.00	\$ 54.00	\$ 54.00	72
25 Buckets	\$ 65.00	\$ 75.00	\$ 75.00	\$ 85.00	\$ 100.00	\$ 100.00	\$ 100.00	150
Punch Cards								
12-9 hole PC	\$ 150.00	\$ 170.00	\$ 170.00	\$ 175.00	\$ 200.00	\$ 200.00	\$ 220.00	\$230
Include Cart	\$ 230.00	\$ 260.00	\$ 260.00	\$ 270.00	\$ 320.00	\$ 320.00	\$ 360.00	\$370
18 hole PC							\$ 320.00	\$330
18 hole PC / Cart							\$ 520.00	\$530
Senior Weekday	\$ 25.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 32.00	\$ 32.00	\$ 32.00
Twilight	\$ 25.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 30.00	\$ 32.00	\$ 35.00	\$ 35.00
Membership								
Single Adult	\$ 495.00	\$ 525.00	\$ 525.00	\$ 575.00	\$ 575.00	\$ 600.00	\$ 620.00	\$ 620.00
Couples	\$ 720.00	\$ 760.00	\$ 760.00	\$ 825.00	\$ 825.00	\$ 860.00	\$ 885.00	\$ 885.00
Family	\$ 795.00	\$ 830.00	\$ 830.00	\$ 900.00	\$ 900.00	\$ 940.00	\$ 970.00	\$ 970.00
Student	\$ 140.00	\$ 150.00	\$ 150.00	\$ 170.00	\$ 170.00	\$ 180.00	\$ 185.00	\$ 185.00
College	\$ 200.00	\$ 250.00	\$ 250.00	\$ 275.00	\$ 275.00	\$ 290.00	\$ 300.00	\$ 300.00
Single Cart	\$ 395.00	\$ 410.00	\$ 410.00	\$ 450.00	\$ 450.00	\$ 475.00	\$ 500.00	\$ 500.00
Family Cart	\$ 525.00	\$ 540.00	\$ 540.00	\$ 575.00	\$ 600.00	\$ 600.00	\$ 625.00	\$ 625.00
Single Range	\$ 100.00	\$ 125.00	\$ 125.00	\$ 150.00	\$ 150.00	\$ 170.00	\$ 180.00	200
Family Range	\$ 150.00	\$ 175.00	\$ 175.00	\$ 200.00	\$ 200.00	\$ 220.00	\$ 230.00	250
Misc. Fees								

Cart Open Storage	\$ 125.00	\$ 150.00	\$ 150.00	\$ 165.00	\$ 165.00	\$ 170.00	\$ 170.00	\$ 170.00
Cart Private Storage	\$ 175.00	\$ 200.00	\$ 200.00	\$ 213.00	\$ 213.00	\$ 220.00	\$ 220.00	\$ 220.00
Electric Cart Storage	\$ 65.00	\$ 65.00	\$ 65.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 80.00	\$ 80.00
Annual Cart Trail Fees	\$ 150.00	\$ 175.00	\$ 175.00	\$ 190.00	\$ 190.00	\$ 200.00	\$ 200.00	\$ 200.00
Locker rent Fee	\$ 25.00	\$ 30.00	\$ 30.00	\$ 32.00	\$ 32.00	\$ 32.00	\$ 32.00	\$35
Handicap Card Fee	\$ 25.00	\$ 30.00	\$ 30.00	\$ 32.00	\$ 32.00	\$ 32.00	\$ 32.00	\$35
Daily Trail Fee				\$ 10.00	\$ 10.00	\$ 10.00	\$ 12.00	\$ 12.00
Shotgun Fee Monday Through Thursday				\$ 100.00	\$ 100.00	\$ 100.00	\$ 200.00	\$ 200.00
Shotgun Fee Weekend and Holidays				\$ 200.00	\$ 200.00	\$ 200.00	\$ 300.00	\$ 300.00
Tournament Entry (Per Player)				\$ 15.00	\$ 15.00	\$ 15.00	\$ 20.00	\$ 20.00
High School Entry (Per Player)				\$ 10.00	\$ 10.00	\$ 15.00	\$ 20.00	\$ 20.00
18 Hole Small Corporate outing				\$ 31.00	\$ 33.00	\$ 33.00	\$ 35.00	\$ 35.00
9 Hole Small Corporate Outing				\$ 19.00	\$ 21.00	\$ 21.00	\$ 24.00	\$ 24.00
Tornament Entry with Cart large 80 +							\$ 38.00	\$ 38.00

Cemetery Rates	2016	2017	2018	2019	2020	2021	2022	2023	2024
Grave Space	\$ 500.00	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
Cremation Grave Space	\$ 250.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
Grave Opening (Full Size)	\$ 425.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 550.00	\$ 550.00	\$ 650.00	\$ 650.00
Grave Opening (Full Size Double Deep)		\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 900.00	\$ 900.00	\$ 1,150.00	\$ 1,150.00
Grave Opening (Cremation or Infar)	\$ 200.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ 400.00	\$ 400.00
Cremation Set-Up						\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Grave Thawing	\$ 100.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Weekend	\$ 200.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 400.00	\$ 400.00
Dis-Interment Out of Cemetery	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	\$ 1,000.00	\$ 1,000.00	\$ 1,150.00	\$ 1,150.00
Dis-Interment Back into Cemetery	\$ 1,275.00	\$ 1,275.00	\$ 1,275.00	\$ 1,275.00	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00	\$ 1,750.00	\$ 1,750.00
Minimum Monument Setting	\$ 50.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00
Minimum Double Wide Monument	\$ 65.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00
Granite Ledger, Crypt and Mausoleum Setting						\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Granit Ledger Moving						\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Set Temporary Marker in Concrete	\$ 35.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
Sodding Grave on Request	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Hydro-Seeding Graves on Request						\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00

Photo Copy	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50
Genealogy Research per 1/2 Hour	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00

CLUBHOUSE MANAGER AGREEMENT

THIS AGREEMENT, made and entered into as of the date subscribed below, by and between the City of Mitchell, a South Dakota municipal corporation, hereafter “City”, and Eric Hieb, hereafter “Manager”; and

WHEREAS the purpose of this Agreement is for the operation of the Lakeview Municipal Golf Course Clubhouse (hereafter “Clubhouse”), clubhouse concessions, and other things and matters as hereafter more fully specified.

THEREFORE, in consideration of the mutual covenants by each party to be performed as herein contained, the parties agree to terms and conditions as follows:

The term “City” as used in this Agreement shall include the ~~Director of Golf and Cemetery Superintendent~~ (hereafter “~~Director Superintendent~~”), ~~the Supervisor of Golf and Cemetery (hereafter “Supervisor”)~~, the Mayor or the Mayor’s administrative assistant, the City Council in actions taken as the governing body of the City, and any other City officer as shall be indicated by the context of the use of the term “City”.

This contract is for the term commencing January 1, 20~~23~~²⁰¹⁹ and terminating December 31st, 20~~25~~ and covering each annual golf season occurring within said term as set forth in Exhibit A which is attached hereto and incorporated by reference.

A. MANAGER AGREES TO PROVIDE OR PERFORM THE FOLLOWING:

1. Manager shall manage and operate the Clubhouse in accordance with this Agreement during the golf season, and from the seasonal beginning and ending dates as shall be requested by the ~~Director Superintendent~~. It is anticipated that the dates of operation of the Clubhouse for the season will be from March 15 through November 30 of each golf season during the term of this Agreement. The actual dates of operation of the Golf Course may be varied by the ~~Director Superintendent~~ due to weather or other factors in the sole discretion of the ~~Director Superintendent~~.
2. Manager shall collect fees for and on behalf of the City in the amounts which shall be determined by the City. Manager shall also collect any applicable sales tax upon, including but not limited to, the following items:
 - a. greens fees, punch cards, and memberships
 - b. tournament fees (sponsor and participant)
 - c. cart trail fees (annual and daily)
 - d. cart electrical fees
 - e. locker rent fees
 - f. cart storage fees
 - g. cart rental (annual and daily)
 - h. range use fees (annual and daily)

Manager shall deposit said funds and provide any documentation and reporting of fee collection, tee times, and supporting data as directed by the City. It is specifically understood that the daily cart fee covers only private carts brought onto the course and which have not paid the annual trail fee. Manager shall submit to the City a daily account of each day's total receipts in the specific manner which the City shall direct, together with the daily cash register Point of Sale (hereafter "POS") printout, and the daily total cash receipts and cash POS records, together with an itemized account of each day's transactions. Manager shall make the daily deposits as directed by the City or, in the sole discretion of the City, be subject to a 2% daily penalty for the day's total receipts for any day which the daily deposit is not made by the following business day. Collection of penalty by the City shall not constitute a waiver of such material breach of this Agreement. Manager shall submit monthly accounting of information and itemization of accounts and records as the City shall direct.

The City Finance Officer may conduct reviews or audits of the personal business accounts of the Manager at any and all reasonable times and places. The City Finance Officer may also require additional reporting requirements as deemed appropriate in City's sole discretion. Failure to cooperate with the City Finance Officer may, at the sole discretion of City, be deemed a material breach of this contract for which there is no cure.

At no time shall Manager interfere with the City taking daily, weekly, or monthly readings of POS records from the main computer as needed to verify proper revenue handling of funds by the Manager and his employees. Manager shall be liable for repayment of funds arising from any substantiated act(s) of embezzlement by the Manager and/or his employees, irrespective of criminal prosecution/conviction. Manager shall fully cooperate in this procedure.

3. Manager shall comply with the accounting procedures set forth herein and any subsequent amendments to the same during the term of this Agreement, and in respect to the collection and reporting of the fees and charges provided for in this Agreement, including, but not limited to, the following:
 - a. Cash registers and POS system (which shall be property of the City) shall be programmed to account separately for all the fees and charges to be collected for and on behalf of the City in a manner that shall be directed by the City.
 - b. All cash register voids regarding charges to be collected on behalf of the City shall be explained and supported by proper documentation. Such explanation and documentation shall be provided to the City by the Manager for each voided transaction on a daily basis and shall be submitted to the City automatically.
 - c. All daily and annual receipts voided shall have all carbon, NCR paper, or other supporting documentation intact. Any missing copies, numbered bag tags, or missing tickets in respect to fees shall be charged to the Manager as 18-hole greens fees in respect to daily greens fees, actual punch card value, and as a single family base

annual membership in respect to numbered tags, receipts, etc. in respect to annual membership fees.

- d. In regard to rain check or similar refunds where the carbon copy of the ticket is remitted to the patron prior to issuing the refund, an accounting or written statements in a form designated by the City may be remitted in lieu of the original carbon copy of the ticket. Any refund or rain check of funds shall be documented and presented to the City with the daily transaction report.
 - e. Seasonal fee receipts shall be dated and have the names of the purchaser and persons purchased for written on them. Daily fee patrons will receive register receipt for on course validation of payment. No golf play will be allowed unless the fees are collected and proper receipts have been filled out.
4. Manager shall keep, maintain, and enforce proper order on the Golf Course and in the Clubhouse. Manager shall control traffic and play on the Golf Course to ensure orderly and expeditious play in accordance with the guidelines set by the ~~Director~~Superintendent and Lakeview Golf Course Board, which shall be communicated to the Manager in writing.
 5. Manager shall open the Clubhouse at the following times:

March 15 to March 31:	8:00 A.M. (weather dependent)
April 1 to April 30:	7:00 A.M.
May 1 to May 31:	6:30 A.M.
June 1 to August 31:	6:00 A.M.
September 1 to September 30:	7:00 A.M.
October 1 to November 30:	8:00 A.M. (weather dependent)

Manager shall keep the Clubhouse open continuously thereafter until the Golf Course closes or until nightfall makes continued golfing unsafe or unreasonable. The City may vary the opening time requirements as may be appropriate upon conditions and circumstances but shall not require the Manager to open the Clubhouse earlier than the above specified times. Manager further agrees to maintain and operate, during the hours of Golf Course operation, a concession, beverage cart, and pro-shop for the sale of lunches, golf equipment and supplies, soft drinks, beer, and other such sundry items as shall be appropriate to the operation of the Clubhouse and pro-shop. Manager shall take input in regards to the selection of food items in cooperation with the City and Lakeview Golf Course Board. If necessary to meet the needs of the public, the City or the Lakeview Golf Course Board may require certain food items to be supplied by the Manager for sale to the public with the Manager retaining all income from sale of said items. Manager shall maintain personal presence and hours of management adequate to ensure operation of the Clubhouse for the benefit of the golfing public as shall be satisfactory to the City.

6. Manager shall collect the fees charged to personal locker patrons at the set fee of \$32~~25~~.00 per locker per season and deposit funds to the City as required. Locker rental records shall be maintained and current. Manager shall keep locker rented and a waiting list current of those wishing to rent lockers.
7. Manager shall pay all bills in connection with the operation of the concessions and pro-shop and shall indemnify and hold harmless the City, its agents, and employees from any and all claims of any kind or nature whatsoever which arise from or in connection with the operation of said concessions and pro-shop by Manager. Manager shall maintain a credit rating with the suppliers, manufacturers, and others so as not to discredit the reputation of the City. Manager shall have no authority to incur expenses on behalf of the City and shall not hold himself out as an agent of the City.
8. Manager shall provide golf equipment sales and service as appropriate for the pro-shop.
9. Manager shall provide, at his own expense, hand pull carts for rental and shall retain all income from therefrom.
10. Manager shall, on behalf of the City, handle and manage the leasing of motorized carts owned by the City. A valid driver's license is required to operate public or private carts. A motorized cart rental waiver of liability form (in such form as shall be provided by the City) shall be signed by each person renting and operating a cart upon the Golf Course. Manager shall maintain a waiting list of names of persons desiring cart storage in the City storage facilities.
11. Manager shall provide golf instruction. To the extent practical, and in accordance with the needs of the public, lessons and teaching schedules during the season shall be scheduled so as not to interfere with the regular play on the Golf Course. Use of the Golf Course by the Mitchell High School for the Golf Team shall be regulated by the City.
12. Manager shall submit to the City and maintain in effect during the term of this Agreement a surety bond in favor of the City in the penal sum of Fifty Thousand Dollars (\$50,000.00) to bind the Manager to the faithful performance of his/her duties and to cover any redemption of outstanding gift certificates to the patrons and tournament players of the Golf Course to cover the fees for which Manager has collected and is owing to the patrons and players.
13. Manager shall devote time, attention, and energies as shall be necessary to the performance of his duties. Manager shall have no other outside employment during the golf season without the written permission of City.
14. In cooperation with the City, the Lakeview Golf Course Board, and the ~~Director~~Superintendent, Manager shall conduct tournaments and shall initiate and promote golf activities for the members and guests. All tournaments are to be approved by the ~~Director~~Superintendent and Lakeview Golf Course Board. A schedule of tournaments or other special events shall be remitted by the Manager to the

~~Director~~Superintendent one week prior to the end of each month. Any changes in regard to any scheduled event shall be submitted to the ~~Director~~Superintendent in writing at least three days prior to the event, and shall be subject to approval of the ~~Director~~Superintendent. It is further understood that the final starting times or formats of the events will not be changed ahead of the pre-scheduled times without notice being given to the ~~Director~~Superintendent or other designated contact. ~~Director~~Superintendent or Supervisor~~(or Director's assigned designee)~~ shall have authority to delay the start of any event or play as needed to protect the Golf Course from damage by inclement weather conditions. ~~Director~~Superintendent shall make every reasonable effort to minimize any delay, but shall have the sole discretionary authority to designate the time for commencement of play upon the Golf Course whenever inclement weather conditions justifies delay.

15. MANAGER SHALL BE AN INDEPENDENT CONTRACTOR AS TO ALL ASPECTS OF THIS AGREEMENT AND NO EMPLOYER/EMPLOYEE RELATIONSHIP, EXPRESS OR IMPLIED, SHALL ARISE BETWEEN CITY AND MANAGER FROM THIS AGREEMENT. Manager acknowledges that in regard to the operation of the Clubhouse, he is expected to cooperate with the ~~Director~~Superintendent, Lakeview Golf Course Board, and City and shall abide by City requests whenever possible. The executive officer of the City for purposes of this Agreement shall be the Mayor (or the Mayor's designee). Manager shall, during the golf season, attend the regular meetings of the Lakeview Golf Course Board unless the ~~Director~~Superintendent notifies the Manager that attendance is not required. Current agendas of Board meetings shall be posted in the Clubhouse by Manager.
16. Manager shall observe and comply with all federal, state and local laws applying to Manager's operation of the Golf Course, Clubhouse, concessions, and pro-shop including equipment regulations and any other rules and regulations in respect to activities and operations related or arising from such activities. Manager shall provide at his sole cost all insurance required for the operation of this type of business, including but not limited to public liability, dram shop, inventory replacement, and product liability. A current certificate of proof of insurance being in effect shall at all times be filed at the City Finance Office and a copy of in force insurance provided to the ~~Director~~Superintendent. The City shall be named as an additional insured in the policies. Dram shop insurance and liability insurance shall be required to have a \$1 million dollar coverage minimum. Manager shall keep a monitoring and usage record on the gas tank installed at the Clubhouse for the sale of gasoline to the cart owners and for rental cart business along the guidelines specified by the Above Ground Storage Tank.
17. Regulations by the EPA and DENR. The parties acknowledge that the gasoline fuel tanks above referenced are owned by the City and have been installed according to proper regulations and the area tested and found free of petroleum contamination. Manager assumes no responsibility for petroleum contamination as a result of the installation of this tank. Manager shall be responsible to ensure that proper procedures are observed and used in respect to the dispensing of petroleum products. Manager is responsible to train his staff in proper dispensing of petroleum along lawful guidelines and is

responsible for any contamination caused by improper dispensing practices by Manager and his employees. Manager will keep accurate records of petroleum products sold to customers and will be reimbursed by the City for such sales. Profits from this sale of petroleum products are property of the City and not Manager. A set markup of minimum fifty (50¢) cents per gallon will be charged to defray the City's expense of tank maintenance and replacement.

18. Manager shall provide adequate staff at his own expense and shall ensure that the staff is properly trained and supervised in the operation of the Clubhouse concessions, course play, POS revenue handling, tee times, and traffic during Manager's absence from the Clubhouse. Manager shall ensure that a capable and responsible person is in charge of all management duties during any time he is absent from the Clubhouse.
19. Manager shall cause the Clubhouse lobby, restrooms, locker rooms, showers, and all fixtures thereto to be cleaned daily to the satisfaction of the ~~Supervisor~~Director. The Manager shall be responsible for litter cleanup within 100 feet of the Clubhouse. Manager shall in the fall of the year, and prior to vacating the Clubhouse premises, thoroughly clean or cause to be thoroughly cleaned the entire Clubhouse premises, including fixtures. Manager will be liable for costs of damage to the Clubhouse caused by himself or his employees.
20. The City shall be primarily responsible for the picking of range balls, but due to the circumstances at various times, Manager or his staff will be required to pick balls as needed should the dispenser run out of balls. Manager or his staff will also pick range baskets up as needed during times of heavy use to ensure that patrons have baskets and balls for their range use at the dispenser. SDGA event players will be given two (2) tokens per day for use if they request range use during a SDGA tournament. Open or free range use shall not be allowed for any group other than Mitchell High School golf teams. Manager is to notify ~~Supervisor~~Director if any School team has used the range heavily and the range subsequently needs picking. School Golf Teams are to assist in picking balls after heavy use to ensure that patrons wanting to use the range after them have adequate balls for use. It is understood that they just pick enough balls for customer use after them for what would be considered normal evening or weekend usage. It will be the Manager's duty to ensure that the practice ball dispenser level is adequate for anticipated usage needs and resupply balls until the City can pick the range of all practice balls.
21. Manager shall keep accurate records of gift certificates issued to the patrons of the Clubhouse; and upon final termination of the Manager's operation of the Clubhouse, Manager shall deposit with the City the cash equivalent of all valid unredeemed gift certificates and an accounting of outstanding certificates. In such event, the City shall be responsible for the redemption or repurchase of the remaining valid and outstanding gift certificates at their face value.

B. THE CITY AGREES TO PERMIT, PROVIDE, OR PERFORM THE FOLLOWING:

1. City shall permit Manager to use and occupy the Clubhouse for the purposes and according to the terms specified herein without charge, and shall permit the Manager to operate a concession and golf pro-shop business in the Clubhouse, including the sale of lunches golf equipment and supplies, carbonated beverages, beer, and similar sundries, as well as golf club rentals, pull carts, and golf lessons (group or private), and such other services as are appropriate and not objected to by the City.
2. City shall provide and maintain a utility service, including gas, electricity, basic phone service (up to two lines), internet and cable TV to the Clubhouse. Manager shall pay all long distance charges which are charged on a City provided line in the Clubhouse. A 900 number block will be installed on the City lines. Any long distance charges or fees on City provided lines other than the basic monthly service fee will be billed to Manager and/or taken out of any salary or commissions due to Manager.
3. City shall furnish all necessary sanitary supplies, such as toilet tissues, paper towels for the restrooms, and cleaning supplies used in the Clubhouse. City will pay for cash register tapes and printing of receipts necessary for the City revenue collection. City shall pay the cost of POS system maintenance and licensing.
4. Upon presentation of records or carbon copies of credit card receipts for payment of fees collected by the Manager on behalf of the City, the City will reimburse Manager for the actual expenses charged to the Manager for credit card services in regard to such City fees and charges when paid by credit card and paid by the Manager to a credit card company. The payments shall be based on the ratio of the total of all sums charged (minus any penalties and interest) in proportion to the sum of the City business charged. The City shall not be obligated to make any such reimbursement in regard to any expense record presented to the ~~Director~~Superintendent or City Finance Officer after December 31st of each contract year.
5. City shall provide repairs and maintenance of the Clubhouse structure at no expense to Manager unless such repairs and maintenance are caused by Manager or his employees. No alterations to the Clubhouse structure or fixtures will be allowed except when approved by the City.
6. City shall be paid a tournament entry of \$~~2015~~.00 per player entered into any tournament held at Lakeview Golf Course, or such other fee as set by the Lakeview Golf Course Board. This payment will come from tournament entry fees paid by the players in addition to any tournament-~~sponsor~~ fees. Manager shall provide ~~Director~~Superintendent and the Golf Course Board a breakdown of tournament payouts including individual, flight, and total participant numbers, gross receipts, and net payout for each event. City and Golf Board reserves the right to set the payout percentage for events hosted.
7. City shall pay the Manager the remuneration set forth in Exhibit A which is attached hereto and incorporated by reference.

8. If City and Manager do not agree to a continuation of Manager's services for the golf season following the termination of this Agreement by January 15, 2026~~19~~, Manager shall vacate and remove all of his property of every kind from the Lakeview Golf Course Clubhouse on or before the date of February 15, 2026~~19~~.

C. GENERAL PROVISIONS

1. If Manager fails, or for any reason becomes unable, to operate and perform his obligations and duties as required by this Agreement in a manner satisfactory to the City, the City may terminate this Agreement after providing written notice of termination, stating the material breach giving grounds for termination, and allowing fifteen (15) days for Manager to cure said material breach (unless cure is impossible). Nothing in this Agreement shall obligate either party to agree to any proposal advanced by the other party in regard to renegotiation of terms. No renewal or extension of this Agreement or rights granted beyond the stated term shall be implied. Any renewal or extension of this Agreement or rights granted hereunder must be in writing and duly executed by the parties to be effective.
2. It is further understood and agreed by and between the parties that the position of Manager constitutes a position of key responsibility to the successful operation of the Lakeview Municipal Golf Course for the benefit of all the citizens of the City of Mitchell and the public at large. Accordingly, Manager shall use his best efforts to promote the Lakeview Municipal Golf Course and the City of Mitchell. The ~~Director~~Superintendent shall be principally responsible for the operations of the Lakeview Municipal Golf Course and its operations, including Clubhouse operations, and Manager shall coordinate in operation and matters as necessary with the ~~Director~~Superintendent. Policies for the operation of the Golf Course and the Clubhouse may be established by the City through the Lakeview Golf Course Board; provided however, that the governing body of the City is the final City authority in regard to matters relating to this Agreement and the operation of the Golf Course and Clubhouse.
3. It is specifically understood and agreed that in the event of termination as described above, the City shall have no further liability to Manager and reserves the right to repossess itself of the Clubhouse premises and all the rights and privileges granted hereunder.
4. This Agreement between the City of Mitchell and Manager is personal and may not be assigned, in whole or in part, without written consent of the City.
5. This Agreement sets out the duties and obligations of the Manager. For the purpose of this Agreement, the term "Manager" shall also include the staff and employees, whether paid or volunteer, of Manager where the context so requires. The City requires that annual background checks for the Manager and his staff and employees in accordance with the background check policy as adopted by the City. All employees or volunteers working or volunteering on the Golf Course under the supervision of Manager or his employees are subject to the approval of ~~Director~~Superintendent. City may, without

explanation or reason, request the termination of any employee or volunteer of the Manager.

6. It is further understood and agreed that there have been no other agreements either written or oral, express or implied, between the parties and that this Agreement constitutes the entire agreement of the parties.
7. Manager expressly agrees that no employee, patron, or other person shall be discriminated against on the basis of race, color, religion, national origin, age, marital status, gender identity, sexual orientation, disability, or any other characteristic protected by federal state or local law. Any substantiated acts of discrimination may, at the sole discretion of City, be deemed a material breach of this Agreement for which there is no cure.

IN WITNESS WHEREOF, the Parties hereunto affixed their hands and seals this _____ day of _____, 2024.

CITY OF MITCHELL

BY: _____
Mayor

Attest:

Michelle Bathke – Finance Officer

MANAGER

EXHIBIT A

1. The annual sum of \$58,440,966.00 per year, which shall be paid monthly in equal installments (yearly amount divided by number of contract months in that year), commencing the end of the first full month after this contract is entered into by the City and Manager. All payments will coincide with the first City Council meeting of the month and checks issued in that normal City payment cycle. The City shall be entitled, in its sole discretion, to conclude that the performance of the Manager in regard to his obligations and duties under this Agreement has been unsatisfactory for the month, and the City may determine, in its sole discretion, not to pay a portion of the payment, not to exceed \$500.00, to which Manager is otherwise entitled to had there been no deficiency. However, the exercise of such right by the City shall not be deemed a waiver of such performance by the Manager.
2. A commission of ten percent (10%) of all revenues received from all cart rentals (annual and daily) at the rental rate determined by the City for the months of April through November.
3. Commission of ten percent (10%) of all driving range fees collected at the use rates determined by the City for the months of April through November, including daily and annual range usage fees.
4. Payments and commissions will be paid monthly for each of the months of the Agreement once entered into by the parties and paid upon presentation of the documentation of collected fees as prescribed by this Agreement.
5. The Manager understands that he is not entitled to any fees or commissions on any cart storage or trail fees.
6. In addition to the financial remuneration above set forth, the Manager shall have the free use of the range and golf balls for golf lessons and teaching purposes and the free use of a motorized cart for his own personal use on the premises. All other staff and employees must pay for cart use for golf upon the course at the set rental fees for rental carts owned by the City.