



Golf & Cemetery Board Meeting Agenda
City Council Chambers, City Hall, 612 N. Main Street
March 11, 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. Approve Maintenance-Lot Sale Agreement Calvary Cemetery 2024**
- 9. Approve Maintenance-Lot Sale Agreement Servicemen's Memorial Cemetery-Kippes Memorial Park 2024**
- 10. Approve Maintenance-Lot Sales Agreement American Legion Post 18 Cemetery 2024**
- 11. Approve Updated 2024 Fees**
- 12. Approval 3% Credit Card/Debit Card Fee to Cover Fee Charged by Credit Card Company**
- 13. 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
January 9, 2024

1. Call to Order

Meeting called to order by Jeff McEntee, Chairman, at 5:50 PM

Present: Jeff McEntee, Joel Reinesch, Terry Rietveld, Mark Graham - via phone, Joe Schlimgen - arrived at 5:56 PM. Council Liaison: Dan Sabers

Absent: Lynette Shattuck, Tom Young

Staff Present: Jason Gunnare, Kevin Nelson, Angel DeWaard, City Administrator Stephanie Ellwein, Eric Hieb - arrived at 5:55 PM

2. Citizen's Input

3. DELEGATIONS

4. Minutes

Motion to approve the Minutes of the November 13, 2023 regular meeting as submitted.
Motion Rietveld, Second Reinesch to approve the Minutes of the November 13, 2023 meeting. Motion carried.

5. Approve Financial Reports

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

6. Clubhouse Report

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

**7. Superintendent Report
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.
 1. About half are totally cleaned up.
 2. All are chunked up ready to be hauled out.
 3. 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

8. Discussion: Private Cart Policy

The board reviewed the draft private golf cart policy for the Lakeview golf course. A brief discussion followed, Gunnare noted he would bring this back to the Board a future meeting for approval.

9. Approve 2024 Fees

Gunnare presented the proposed 2024 fees to the Board for their approval, noting no fee changes for the cemetery and the following fee changes for the golf course: weekend 9/18 hole; small/large range bucket; 10/25 buckets; punch cards (12-9 hole PC, with cart, 18 hole PC, 18 hole PC/cart); single/family range; locker rent fee; handicap card fee. Motion Reinesch, Second Schlimgen to approve the proposed 2024 fees. Motion carried.

10. Approve 2023-2025 Clubhouse Manager's Agreement

The Board reviewed the 2023 - 2025 Clubhouse Manager's Agreement. Gunnare informed the Board the only change is a 3% increase. Motion Rietveld, Second Reinesch to approve the 2023 - 2025 Clubhouse Manager's Agreement. Motion carried.

11. Executive Session: Motion to Enter Into Executive Session In Accordance with SDCL 1-25-2 (1) Personnel (4) Preparing for contract negotiations

Motion McEntee, Second Reinesch to enter into Executive Session as permitted by SDCL 1-25-2 (1) Personnel (4) Preparing for contract negotiations. Motion carried.

Chairman McEntee declared the Board out of Executive Session at 6:42 PM

12. Adjournment

Next meeting date: Monday, February 12, 2024 at 5:45 PM

There being no further business, the Board adjourned at 6:45 PM

1/31/2024 11:29 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 19

PACKET : 06754 06755 06756 06757

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	RUNKINGS SUPPLY INC					
		I-1775664	101-43700-42650	UNIFORMS CUNNINGHAM JACKET	200725	79.99
01-00436	CHS FARMERS ALLIANCE					
		I-IF8227	101-43700-42610	GAS & FUEL GOLF RUBY FIELDMASTER	200610	231.36
		I-IG0273	101-43700-42610	GAS & FUEL CEMETERY LP GAS HEAT	200610	184.48
01-00712	NAPA CENTRAL					
		I-796045	101-43700-42500	REPAIR & MAIN TRANSMISSION SOLENOID	200698	89.79
		I-796138	101-43700-42600	SUPPLIES & MA OIL DRAIN PLUG,OIL,AIR FILTERS	200698	96.57
01-01199	STURDEVANTS AUTO VALUE					
		I-815029104	101-43700-42600	SUPPLIES & MA SOLENOID FUEL PUMP	200746	37.97
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.01.24	101-43700-42800	UTILITIES 700 W 23RD AVE	200703	213.68
		I-2581641-1.01.24	101-43700-42800	UTILITIES W 23RD	200703	10.19
01-02495	SCOTT SUPPLY CO.					
		I-22092P	101-43700-42600	SUPPLIES & MA STUD	200734	6.90
01-02679	MENARD'S INC					
		I-64766	101-43700-42600	SUPPLIES & MA CAB-BLK-PICK	200682	429.99
01-02880	TECNE TRUE VALUE & APPL					
		I-A559763	101-43700-42600	SUPPLIES & MA TOGGLE SWITCH	200753	6.99
		I-B284340	101-43700-42600	SUPPLIES & MA DRILL BIT	200753	15.99
01-03464	LORENZ MANUFACTURING CO					
		I-MN55217	101-43700-42600	SUPPLIES & MA CUTTING EDGE	200676	123.85
01-08130	C & B OPERATIONS LLC					
		I-12553831	101-43700-42600	SUPPLIES & MA BULK HARDWARE,ELBOW FITTING	200602	42.46
01-08594	MAKE IT MINE DESIGNS					
		I-33393	101-43700-42650	UNIFORMS LOGGING FEES	200678	67.38
01-09703	AMAZON CAPITAL SERVICES					
		I-13KK-V139-LCWC	101-43700-42600	SUPPLIES & MA SNOW BLOWER DEFLECTOR	200585	189.95
		I-1K76-NC4D-XJ7G	101-43700-42600	SUPPLIES & MA DOLLY,DESK CALENDARS	200585	52.30
		I-1M7N-FT3T-3D3P	101-43700-42600	SUPPLIES & MA CHROME LUG NUT KIT	200585	20.99
		I-1X4P-GT3Y-7MLN	101-43700-42600	SUPPLIES & MA ROOFTOP STROBE LIGHTS,BAY LIGH	200585	139.41
DEPARTMENT 3700 CEMETERY					TOTAL:	2,040.24

PACKET : 06769 06770 06771 06772

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-1786260	101-43700-42600	SUPPLIES & MA SEARCH LIGHT,BITS IN A BOX	200921	58.99
01-00712	NAPA CENTRAL					
		C-796452	101-43700-42500	REPAIR & MAIN RETURNED TRANSMISSION SOLENOID	200894	89.79-
		I-796353	101-43700-42600	SUPPLIES & MA AIR,OIL FILTERS	200894	60.30
		I-796577	101-43700-42600	SUPPLIES & MA AIR FILTER,OIL FILTER,BOOSTER	200894	176.31
		I-796629	101-43700-42600	SUPPLIES & MA OIL FILTERS,OIL	200894	30.07
01-01355	MIDWEST TURF & IRRIGATI					
		I-3924326-00	101-43700-42600	SUPPLIES & MA ENGINE MOUNT,COUPLER SPRING	200883	359.71
01-01490	MUELLER LUMBER CO. INC.					
		I-294238	101-43700-42603	WEED EATERS S MILWAUKEE HEATER	200892	249.99
01-01518	VERIZON WIRELESS					
		I-9955397168	101-43700-42800	UTILITIES ACCT #886931646-00001	200949	71.70
01-01590	MCLEOD'S PRINTING					
		I-73301	101-43700-42600	SUPPLIES & MA LABELS	200875	47.98
01-01778	SDGCSA					
		I-00718	101-43700-42700	TRAVEL, CONF. CUNNINGHAM REGISTRATION	200930	225.00
		I-00719	101-43700-42700	TRAVEL, CONF. WILLIS REGISTRATION	200930	250.00
01-02567	S & M PRINTING INC					
		I-81780	101-43700-42600	SUPPLIES & MA GOLF/CEMETERY RECEIPTS	200923	114.00
01-02679	MENARD'S INC					
		I-65168	101-43700-42600	SUPPLIES & MA TOOL HOLDER,ARM PEG	200876	36.70
01-02880	THUNE TRUE VALUE & APPL					
		I-A561535	101-43700-42600	SUPPLIES & MA HANDY COVER	200944	5.37
		I-A561928	101-43700-42600	SUPPLIES & MA STRETCH FILM,TAPE DISPENSER	200944	54.97
01-08281	ARAMARK					
		I-6380161170	101-43700-42600	SUPPLIES & MA MAT CLEANING	200788	33.57
01-09703	AMAZON CAPITAL SERVICES					
		I-1QP4-7DHL-FY9T	101-43700-42600	SUPPLIES & MA CHOKE CLEANER,MINI BLADE FUSES	200785	67.06
		I-1X3N-N1CM-3JRK	101-43700-42600	SUPPLIES & MA HEAT SHRINKING TUBING KIT	200785	198.72
				DEPARTMENT 3700 CEMETERY	TOTAL:	1,950.65

2/26/2024 11:03 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 12

PACKET: 06787 CREDIT CARDS 02.23.2024

VENDOR SET: 01

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: APBKK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-07141	FIRST NATIONAL BANK OMA					
		I-02072024.6468	101-43700-42600	SUPPLIES & MA STEEL PEGBOARD	200970	176.01
DEPARTMENT 3700 CEMETERY						TOTAL: 176.01

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 29TH, 2024

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>27,003.69</u>	<u>31,649.74</u>	<u>36,438.69</u>	<u>100,961.31</u>	<u>26.52</u>
TOTAL REVENUES	137,400	27,003.69	31,649.74	36,438.69	100,961.31	73.48
<u>EXPENDITURE SUMMARY</u>						
<u>CEMETERY</u>						
SALARIES	241,594	17,074.77	32,330.20	33,785.01	207,808.99	13.98
CURRENT EXPENSES	51,900	4,160.00	4,857.55	4,460.86	47,439.14	8.60
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>21,234.77</u>	<u>37,187.75</u>	<u>38,245.87</u>	<u>291,248.13</u>	<u>88.39</u>
TOTAL EXPENDITURES	329,494	21,234.77	37,187.75	38,245.87	291,248.13	88.39
REVENUE OVER/(UNDER) EXPENDITURES	(192,094)	5,768.92	(5,538.01)	(1,807.18)	(190,286.82)	99.06

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 29TH, 2024

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	540.00	360.00	4,640.00	7.20
101-3481	CEMETERY OPENINGS	60,000	2,850.00	4,900.00	3,500.00	56,500.00	5.83
101-3482	CEMETERY LOT SALES	38,000	2,979.30	5,095.00	11,404.30	26,595.70	30.01
101-3483	CEMETERY SAT FUNERAL FEE	4,000	0.00	0.00	0.00	4,000.00	0.00
101-3484	CEMETERY MAINTENANCE FEES	22,000	21,174.39	21,114.74	21,174.39	825.61	96.25
101-3485	COLUMBARIUM LOT SALES	<u>8,400</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,400.00</u>	<u>0.00</u>
TOTAL CHARGES-GOODS & SERVICES		137,400	27,003.69	31,649.74	36,438.69	100,961.31	73.48
TOTAL REVENUE		137,400	27,003.69	31,649.74	36,438.69	100,961.31	73.48

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 29TH, 2024

101-GENERAL
CEMETERY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YDT ACTUAL	BUDGET BALANCE	% YTD BUDGET
DEPARTMENTAL EXPENDITURES						
<u>SALARIES</u>						
101-43700-41100 SALARIES	133,848	10,709.08	20,228.24	21,418.15	112,429.85	16.00
101-43700-41110 OVERTIME	1,250	0.00	0.00	0.00	1,250.00	0.00
101-43700-41120 PART-TIME	29,100	338.20	247.60	338.20	28,761.80	1.16
101-43700-41200 SOCIAL SECURITY/MEDICARE	12,562	782.49	1,446.40	1,538.66	11,023.34	12.25
101-43700-41300 RETIREMENT	8,106	642.54	1,213.72	1,285.08	6,820.92	15.85
101-43700-41500 GROUP INSURANCE	56,728	4,602.46	9,194.24	9,204.92	47,523.08	16.23
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	17,074.77	32,330.20	33,785.01	207,808.99	86.02
<u>CURRENT EXPENSES</u>						
101-43700-42200 PROFESSIONAL FEES/SERVIC	2,000	0.00	0.00	0.00	2,000.00	0.00
101-43700-42500 REPAIR & MAINTENANCE	3,000	0.00	0.00	0.00	3,000.00	0.00
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	2,576.23	3,811.94	2,619.27	13,380.73	16.37
101-43700-42602 CHEMICALS	8,000	0.00	0.00	0.00	8,000.00	0.00
101-43700-42603 WEED EATERS SUPPLIES	1,500	249.99	0.00	415.93	1,084.07	27.73
101-43700-42604 TREES, SOD & SEED	2,000	0.00	0.00	0.00	2,000.00	0.00
101-43700-42610 GAS & FUEL	10,000	415.84	567.57	415.84	9,584.16	4.16
101-43700-42650 UNIFORMS	500	147.37	0.00	203.37	296.63	40.67
101-43700-42690 CHANGE IN INVENTORY	0	0.00	0.00	0.00	0.00	0.00
101-43700-42700 TRAVEL, CONF. & DUES	500	475.00	65.88	510.88 (	10.88)	102.18
101-43700-42800 UTILITIES	5,000	295.57	412.16	295.57	4,704.43	5.91
101-43700-42830 UTILITIES-WATER/SEWER	1,200	0.00	0.00	0.00	1,200.00	0.00
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	4,160.00	4,857.55	4,460.86	47,439.14	91.40
<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	21,234.77	37,187.75	38,245.87	291,248.13	88.39
	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	329,494	21,234.77	37,187.75	38,245.87	291,248.13	88.39
REVENUE OVER/ (UNDER) EXPENDITURES	(192,094)	5,768.92 (	5,538.01) (	1,807.18) (	190,286.82)	99.06

WARNING 2,148 RESTRICTED ACCOUNT(S) OMITTED FROM THIS REPORT

PACKET : 06754 06755 06756 06757

VENDOR SET: Mlt

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-1864/1	614-45250-42600	SUPPLIES & MA TAP CARDED	200634	6.99
01-00424	RUNNINGS SUPPLY INC					
		I-1774383	614-45250-42600	SUPPLIES & MA LUBREICATOR DIESEL	200725	16.98
		I-1774706	614-45250-42600	SUPPLIES & MA DIESEL FUEL SUPPLEMENT	200725	41.97
		I-1775662	614-45250-42600	SUPPLIES & MA PUMP ROTARY HAND,ICE MELT	200725	84.98
		I-1775665	614-45250-42650	UNIFORMS DAGEN SHIRTS	200725	35.98
		I-1776841	614-45250-42650	UNIFORMS DAGEN JACKET	200725	79.99
01-00428	CARQUEST AUTO PARTS INC					
		I-4977-302046	614-45250-42600	SUPPLIES & MA WHEEL STUD	200603	8.37
01-00436	CES FARMERS ALLIANCE					
		I-IF8226	614-45250-42610	GAS & FUEL GOLF RUBY FIELDMASTER	200610	111.46
		I-IF8228	614-45250-42610	GAS & FUEL GOLF UNLEADED GAS	200610	161.65
01-00565	SDML WORKERS' COMPENSAT					
		I-22895	614-45250-42100	INSURANCE 2024 WORK COMP RENEWAL	200738	3,140.00
01-00712	NAPA CENTRAL					
		I-796040	614-45250-42600	SUPPLIES & MA OIL FILTER,OIL	200698	67.88
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.01.24	614-45250-42800	UTILITIES 700 W 23RD AVE	200703	213.67
		I-2581875-8.01.24	614-45250-42800	UTILITIES GOLF CLUB HOUSE	200703	257.33
		I-2581876-6.01.24	614-45250-42800	UTILITIES GOLF CART SEED	200703	12.68
		I-2939180-2.01.24	614-45250-42800	UTILITIES 825 INDIAN VILLAGE RD	200703	20.71
01-02051	MIDCONTINENT COMMUNICAT					
		I-02630670213799	614-45250-42800	UTILITIES ACCT #026306702	200686	93.39
01-02624	SD PUBLIC ASSURANCE ALL					
		I-30136	614-45250-42100	INSURANCE INSURANCE COVERAGE	200736	1,061.70
		I-30136	614-45250-42100	INSURANCE INSURANCE COVERAGE	200736	1,439.52
		I-30136	614-45250-42100	INSURANCE INSURANCE COVERAGE	200736	115.00
		I-30136	614-45250-42100	INSURANCE INSURANCE COVERAGE	200736	5,680.18
01-02679	MENARD'S INC					
		I-64542	614-45250-42600	SUPPLIES & MA STORAGE TRAYS,ANTI DIESEL GEL	200682	153.28
01-02880	THUNE TRUE VALUE & APPL					
		I-A559656	614-45250-42600	SUPPLIES & MA NUTS,BOLTS	200753	16.35
		I-A560496	614-45250-42600	SUPPLIES & MA QUICK LINK,CLAMPS,BOX COVERS	200753	30.50
01-08130	C & B OPERATIONS LLC					
		I-23876	614-45250-43400	MACHINERY & E BERNEARD CO GOLF REEL GRINDER	200602	35,000.00
01-08281	ARAMARK					

1/31/2024 11:29 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 53

PACKET : 06754 06755 06756 06757

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
=====						
G1-08281	ARAMARK		continued			
		I-6380164811	614-45250-42600	SUPPLIES & MA MAT CLEANING	200588	33.57
G1-08594	MAKE IT MINE DESIGNS					
		I-33393	614-45250-42650	UNIFORMS LOGGING FEES	200678	10.00
G1-08892	ERIC HIEB					
		I-01302024	614-45250-42200	GOLF PRO CONT BASE CONTRACT 02-2024	200650	4,892.06
		I-013024	614-45250-42200	GOLF PRO CONT CLOVER CC FEES 02-23	200650	140.46
G1-09703	AMAZON CAPITAL SERVICES					
		I-1K76-NC4D-XJ7G	614-45250-42600	SUPPLIES & MA DOLLY,DESK CALENDARS	200585	52.29
		I-1T1N-3J6L-YCCL	614-45250-42600	SUPPLIES & MA WALL MOUNT TOWEL HOLDER	200585	52.99
		I-1X4P-G73Y-7MLN	614-45250-42600	SUPPLIES & MA ROOFTOP STROBE LIGHTS,BAY LIGH	200585	139.41
					TOTAL:	53,171.34

FUND 614 GOLF COURSE					TOTAL:	53,171.34

2/14/2024 4:14 PM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 51

PACKET : 06769 06770 06771 06772

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					
		C-2035/1	614-45250-42600	SUPPLIES & MA RETURNED HEX BIT SET	200837	13.99-
		I-2029/1	614-45250-42600	SUPPLIES & MA HEX BIT SET	200837	27.98
01-00424	RUNNINGS SUPPLY INC					
		I-1786260	614-45250-42600	SUPPLIES & MA SEARCH LIGHT,BITS IN A BOX	200921	58.99
01-00525	DAKOTA PUMP LLC					
		I-17809	614-45250-42920	COMPUTER SOFT CLOUD 9 CONTRACT C9C2024-208	200822	1,184.25
01-00597	EASY PICKER GOLF PRODUCE					
		I-0200508-IN	614-45250-42600	SUPPLIES & MA DISC SET,BASKET,ROPE	200836	1,260.33
01-00712	NAPA CENTRAL					
		I-796389	614-45250-42600	SUPPLIES & MA WRENCH	200894	15.00
		I-796530	614-45250-42600	SUPPLIES & MA AIR,OIL FILTERS	200894	90.48
01-01355	MIDWEST TURF & IRRIGATI					
		I-3924068-00	614-45250-42600	SUPPLIES & MA WIRE HARNESS	200883	149.30
		I-3924326-01	614-45250-42600	SUPPLIES & MA COUPLER SPRING	200883	360.27
01-01518	VERIZON WIRELESS					
		I-9955397168	614-45250-42800	UTILITIES ACCT #886931646-00001	200949	41.93
01-01778	SDGCSA					
		I-00717	614-45250-42700	TRAVEL, CONF. GUNKARE & DAGEN REGISTRATION	200930	700.00
01-08281	ARAMARK					
		I-6380168343	614-45250-42600	SUPPLIES & MA MAT CLEANING	200788	33.57
01-08909	LEISURE DESIGN SYSTEMS					
		I-24097	614-45250-42920	COMPUTER SOFT ANNUAL SUPPORT	200872	1,774.15
01-09703	AMAZON CAPITAL SERVICES					
		I-1QP4-7DEL-FY9T	614-45250-42600	SUPPLIES & MA CHOKE CLEANER,MINI BLADE FUSES	200785	67.06
		I-1X3N-N1JM-3JRK	614-45250-42600	SUPPLIES & MA HEAT SHRINKING TUBING KIT	200785	382.11
DEPARTMENT 5250 GOLF COURSE					TOTAL:	6,131.43
FUND 614 GOLF COURSE					TOTAL:	6,131.43

2/26/2024 11:03 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 28

PACKET: 06787 CREDIT CARDS 02.23.2024

VENDOR SET: 01

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: APENK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
G1-07141	FIRST NATIONAL BANK OMA					
		I-02072024.6468	614-45250-42600	SUPPLIES & MA STEEL PEGBOARD	200970	176.01
				DEPARTMENT 5250 GOLF COURSE	TOTAL:	176.01
				FUND 614 GOLF COURSE	TOTAL:	176.01

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 29TH, 2024

614-GOLF COURSE
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT 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	5,568.24	8,297.97	10,444.27	439,755.73	2.32
MISCELLANEOUS REVENUE	<u>4,500</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,500.00</u>	<u>0.00</u>
TOTAL REVENUES	454,700	5,568.24	8,297.97	10,444.27	444,255.73	97.70
<u>EXPENDITURE SUMMARY</u>						
<u>GOLF COURSE</u>						
OTHER	0	0.00	0.00	0.00	0.00	0.00
SALARIES	209,423	13,866.28	26,133.73	26,898.10	182,524.90	12.84
CURRENT EXPENSES	187,725	24,478.86	29,928.25	29,398.66	158,326.34	15.66
CAPITAL OUTLAY	<u>757,836</u>	<u>35,000.00</u>	<u>0.00</u>	<u>35,000.00</u>	<u>722,836.00</u>	<u>4.62</u>
TOTAL GOLF COURSE	<u>1,154,984</u>	<u>73,345.14</u>	<u>56,061.98</u>	<u>91,296.76</u>	<u>1,063,687.24</u>	<u>92.10</u>
TOTAL EXPENDITURES	1,154,984	73,345.14	56,061.98	91,296.76	1,063,687.24	92.10
REVENUE OVER/ (UNDER) EXPENDITURES	(700,284)	(67,776.90)	(47,764.01)	(80,852.49)	(619,431.51)	88.45
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)	(67,776.90)	(47,764.01)	(80,852.49)	(63,595.51)	0.00

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 29TH, 2024

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	3,803.78	7,615.84	7,239.79	142,760.21	4.83
614-3462 RANGE MEMBERSHIP	18,000	0.00	0.00	0.00	18,000.00	0.00
614-34620 RANGE BALLS	15,000	0.00	0.00	5.52	14,994.48	0.04
614-34622 ADULT GREEN FEES	89,000	0.00	0.00	0.00	89,000.00	0.00
614-34623 ADULT 9/18 SPLIT	0	0.00	0.00	0.00	0.00	0.00
614-34626 PUNCH CARDS	16,000	0.00	0.00	0.00	16,000.00	0.00
614-3463 ELECTRIC CART & STORAGE FEE	20,000	423.84	682.13	847.68	19,152.32	4.24
614-34630 1.5% TOURISM TAX~RANGE BALLS	300	0.00	0.00	0.08	299.92	0.03
614-34631 CART RENTAL	100,000	1,340.62	0.00	2,351.20	97,648.80	2.35
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	0.00	0.00	18,000.00	0.00
614-34641 LOCKER FEE	1,000	0.00	0.00	0.00	1,000.00	0.00
614-3465 TOURNAMENT SPONSOR FEE	17,000	0.00	0.00	0.00	17,000.00	0.00
614-3466 MISC/GAS/PROG/CLUBHOUSE	2,000	0.00	0.00	0.00	2,000.00	0.00
614-3467 ADVERTISING REVENUE (NO TAX)	3,900	0.00	0.00	0.00	3,900.00	0.00
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	5,568.24	8,297.97	10,444.27	439,755.73	97.68
<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>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	4,500	0.00	0.00	0.00	4,500.00	100.00
TOTAL REVENUE	454,700	5,568.24	8,297.97	10,444.27	444,255.73	97.70

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 29TH, 2024

614-GOLF COURSE

GOLF COURSE

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YTD 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	8,194.10	14,716.20	16,113.90	79,728.10	16.81
614-45250-41110 OVERTIME	1,000	0.00	0.00	411.47	588.53	41.15
614-45250-41120 PART-TIME	58,040	919.60	2,131.20	919.60	57,120.40	1.58
614-45250-41200 SOCIAL SECURITY/MEDICARE	11,849	637.04	1,163.45	1,213.82	10,635.18	10.24
614-45250-41300 RETIREMENT	5,811	491.64	882.96	991.51	4,819.49	17.06
614-45250-41500 GROUP INSURANCE	36,881	3,623.90	7,239.92	7,247.80	29,633.20	19.65
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	13,866.28	26,133.73	26,898.10	182,524.90	87.16
<u>CURRENT EXPENSES</u>						
614-45250-42100 INSURANCE	9,500	11,436.40	10,917.05	11,436.40 (	1,936.40)	120.38
614-45250-42200 GOLF PRO CONTRACT	66,525	5,032.52	9,616.94	9,951.57	56,573.43	14.96
614-45250-42250 PROFESSIONAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
614-45250-42300 PUBLISHING	2,000	0.00	0.00	0.00	2,000.00	0.00
614-45250-42400 RENTALS	0	0.00	0.00	0.00	0.00	0.00
614-45250-42500 REPAIR & MAINTENANCE	18,000	0.00	0.00	0.00	18,000.00	0.00
614-45250-42600 SUPPLIES & MATERIALS	20,000	3,312.67	5,041.13	3,312.67	16,687.33	16.56
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	0.00	0.00	25,000.00	0.00
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	0.00	0.00	0.00	2,500.00	0.00
614-45250-42610 GAS & FUEL	15,000	273.11	353.99	273.11	14,726.89	1.82
614-45250-42650 UNIFORMS	500	125.97	0.00	125.97	374.03	25.19
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	700.00	690.37	700.00	1,900.00	26.92
614-45250-42800 UTILITIES	16,000	639.71	843.27	639.71	15,360.29	4.00
614-45250-42830 UTILITIES-WATER/SEWER	1,300	0.00	0.00	0.00	1,300.00	0.00
614-45250-42920 COMPUTER SOFTWARE	3,600	2,958.40	2,465.50	2,958.40	641.60	82.18
614-45250-42931 SALES TAX	200	0.08	0.00	0.83	199.17	0.42
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	24,478.86	29,928.25	29,398.66	158,326.34	84.34

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 29TH, 2024

614-GOLF COURSE

GOLF COURSE

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YDT 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	0.00	0.00	602,836.00	0.00
614-45250-43400 MACHINERY & EQUIPMENT	<u>155,000</u>	<u>35,000.00</u>	<u>0.00</u>	<u>35,000.00</u>	<u>120,000.00</u>	<u>22.58</u>
TOTAL CAPITAL OUTLAY	757,836	35,000.00	0.00	35,000.00	722,836.00	95.38
 TOTAL GOLF COURSE	 1,154,984	 73,345.14	 56,061.98	 91,296.76	 1,063,687.24	 92.10
	=====	=====	=====	=====	=====	=====
 TOTAL EXPENDITURES	 1,154,984	 73,345.14	 56,061.98	 91,296.76	 1,063,687.24	 92.10

REVENUE OVER/ (UNDER) EXPENDITURES	(700,284) (	67,776.90) (	47,764.01) (	80,852.49) (	619,431.51)	88.45
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OTHER FINANCING SOURCES

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

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) (	67,776.90) (	47,764.01) (	80,852.49) (	63,595.51)	44.03
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February/March Lakeview Golf Course Clubhouse Report

- Gearing up for spring as temperatures and weather improve
- Finished taking my Food Re-Certification Exam
- Cleaning clubhouse and getting clubhouse ready for 2024 season
- Pro Shop Inventory will start coming in and getting clubhouse restocked
- Events/Tournaments – been contacting events and getting schedule of events organized for 2024
 - o Handout of events for 2024

Thanks,

Eric Hieb

Golf and Cemetery Board

5:45 PM

March 11th

Cemetery

- Money transferred from last year for.
 - 228D mower \$7,100.
 - Digital Cemetery \$28,500.
 - 1-Ton transmission repair \$3,000.
 - Donation for headstone repair \$4,000.
 - Mini Excavator \$46,000.
- Burn tree pile.
- Tree Grant.

Community Garden

- 47 spots still available.
- May be opening up one new section if the need is there.
- Will need to do some fence work.

Golf

- South Dakota gcsa conference and trade show last week.
- Reel grinding almost done.
- Tree clean up from last fall almost done except the stumps.
- Have a few more to come down for project.
- Hoping to get started on stumps soon.
- Painting tee markers.
- Will start having regular construction meetings.
- Money Transferred from last year for project.

Golf & Cemetery Superintendent

Jason Gunnare

MAINTENANCE & LOT SALE AGREEMENT 2024

CALVARY CEMETERY

The City of Mitchell Golf & Cemetery Department hereby agrees to provide maintenance for the Mitchell Catholic Parish Churches DBA Calvary Cemetery as follows...

For the fee of \$1,925.391 per Acre at 8.31 Acres for a total of \$16,000.00 and 10% of lot sales to be billed December 15th annually, the Golf & Cemetery Department agrees to provide the following services for the Catholic Cemetery...

- Mowing and trimming grass areas as needed
- Snow removal from roads as needed and grave areas for funeral services
- Trimming low-hanging branches and tree pruning
- Storm and litter clean-up
- Removal of decorations that aren't in compliance with the cemetery regulations
- Public service locates of Catholic burial sites
- Monument Company gravesite locates and headstone placement instructions
- Lead-ins for funeral processions
- Seeding and landscape of grave sites after a service
- Sales of columbarium and grave sites
- Record keeping of grave sales and interments to include monthly reports, interments and map updating

In addition to above fees the following to be billed on as needed basis:

Tree removal up to \$2,250.00 or maximum of 6 trees as needed annually to include stumping, black dirt, and seeding. If the Emerald Ash Borer becomes a problematic, the Church has 22 Ash trees that may need to be removed and it will be understood mutually that an adjustment of this agreement will be needed to address an EAB epidemic. Replacement trees and planting costs to be done at Church expense. Road maintenance (chip seal/fog coat/overlay).

Catholic Church Representative: For Father Halenein

Date: 02/28/24

City of Mitchell Representative: _____

Date: _____

MAINTENANCE & LOT SALE AGREEMENT 2024

SERVICEMEN'S MEMORIAL CEMETERY/KIPPES MEMORIAL PARK

The City of Mitchell Golf and Cemetery Department hereby agrees to provide maintenance and lot sales for the Servicemen's Memorial Cemetery/Kippes Memorial Park as follows....

Maintenance provided for the fee of \$720.00 per acre (6.31 Acres) and \$25.00 for each lot sale sold with either being a single, double, or columbarium space. The maintenance fee to be billed every January annually with the lot sales billed quarterly. The Golf & Cemetery Department agrees to provide the following services for the Servicemen's Memorial Cemetery/Kippes Memorial Park...

- Mowing and trimming grass areas as needed
- Snow removal from roads, funeral service areas, and walkways
- Trimming of low and hanging tree branches
- Storm and litter clean-up
- Emptying of wastebasket
- Enforce Cemetery regulations
- Flag graves for monument companies to place monuments
- Public Service grave locates of the Servicemen's Cemetery
- Lead-ins for funeral services
- Landscaping of settling graves
- Seeding of burials
- Sale of grave spaces
- Watering of seeded areas
- Application of herbicides, specialty herbicides, and pesticides
- Fertilizer applications as needed
- Record keeping of grave sales and interments to include monthly reports, interments and map updating.

Spray applications are in accordance with the rest of the cemetery being sprayed. Broadleaf and grassy weed control will be applied in the spring, periodically throughout the summer months, and fall. Grass growth regulator will be applied as needed mainly during a wet season or spot sprayed around monuments to ease weed eating and promote root growth. Pre-emergent will be applied every spring during the recommend window for the product. Insecticide will be applied for grubs, armyworm, and roach control when there is a noticeable problem.

- Servicemen's Memorial Cemetery to provide 100 pounds of grass seed on a yearly basis
- **The City of Mitchell is not responsible for any maintenance of any existing structure or future structure located in Kippes Memorial Park or the Servicemen's Memorial Cemetery.**

City of Mitchell Representative: _____ Date: _____

Servicemen's/Kippes Park Rep: Dean V. Strand Date: 2-5-24

MAINTENANCE & LOT SALES AGREEMENT 2024

AMERICAN LEGION POST 18 CEMETERY

The City of Mitchell Golf and Cemetery Department hereby agrees to provide maintenance and lot sales for the American Legion Post 18 Cemetery as follows....

Maintenance provided for the fee of \$720.00 per acre (2.7 Acres) and \$25.00 for each lot sale sold either being a single or a double. The Maintenance fee to be billed every January annually with the lot sales billed quarterly. The Golf & Cemetery Department agrees to provide the following services for the American Legion Post 18 Cemetery...

- Mowing and trimming grass areas as needed
- Snow removal from roads, sidewalks, funeral service areas, and walkways
- Trimming of low-hanging tree branches
- Storm and litter clean-up
- Emptying of wastebaskets
- Enforce Cemetery regulations
- Flag graves for monument companies to place monuments
- Public service grave locates
- Lead-ins for funeral services
- Sale of grave spaces
- Watering of seeded areas
- Fix or repair to water system
- Application of herbicides, specialty herbicides, and pesticides
- Fertilizer applications as needed
- Record keeping of grave sales and interments to include monthly reports, interments and map updating.

Spray applications are in accordance with the rest of the cemetery being sprayed. Broadleaf and grassy weed control will be applied in the spring, periodically throughout the summer months, and fall. Grass growth regulator will be applied as needed mainly during a wet season or spot sprayed around monuments to ease weed eating and promote root growth. Pre-emergent will be applied every spring during the recommended window for the product used. Insecticide will be applied for grubs, armyworm, and roach control when there is a noticeable problem.

- **The City of Mitchell is not responsible for any maintenance of any existing structure or future structures located in the American Legion Post 18 Cemetery.**

City of Mitchell Representative: _____ Date: _____

Am-Leg Post 18 Representative: Hean V. Strand Date: 2-5-24

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
Tee Advertisment		\$350	\$350	\$350	\$350	\$350	\$350	\$350
Tee Advertisment + Single Membership		\$750	\$750	\$750	\$750	\$750	\$750	\$850
Credit Card / Debit Card Fee								3%
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	

Discounts

Corprate discount					10%	10%	10%	10%
Golf/Cemetery Board	40%	40%	40%	40%	40%	40%	40%	40%

Cemetery Rates

	2016	2017	2018	2019	2020	2021	2022	2023
Grave Space	\$ 500.00	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00	\$ 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
Grave Opening (Full Size)	\$ 425.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 550.00	\$ 550.00	\$ 650.00
Grave Opening (Full Size Double Deep)		\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 900.00	\$ 900.00	\$ 1,150.00
Grave Opening (Cremation or Infar)	\$ 200.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ 400.00
Cremation Set-Up						\$ 100.00	\$ 100.00	\$ 100.00
Grave Thawing	\$ 100.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 200.00	\$ 200.00	\$ 200.00
Weekend	\$ 200.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 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
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
Minimum Monument Setting	\$ 50.00	\$ 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
Granite Ledger, Crypt and Mausoleum Setting						\$ 250.00	\$ 250.00	\$ 250.00
Granit Ledger Moving						\$ 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
Sodding Grave on Request	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 75.00	\$ 75.00	\$ 75.00
Hydro-Seeding Graves on Request						\$ 50.00	\$ 50.00	\$ 50.00
Photo Copy	\$ 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