



Golf & Cemetery Board Meeting Agenda
City Council Chambers, City Hall, 612 N. Main Street
June 10, 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. Approval - Refund Single Adult Membership of \$620, reasoning moving**
- 9. Discussion - Bathroom in Cemetery**
- 10. Discussion - Capital Requests**
- 11. 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
May 13, 2024

1. Call to Order

Meeting called to order by Joe Schlimgen, Vice Chairman, at 5:55 PM

Present: Joe Schlimgen, Mark Grahm, Tom Young, Joel Reinesch. Council Liaison: Dan Sabers

Absent: Jeff McEntee, Terry Rietveld, Lynette Shattuck

Staff Present: Jason Gunnare, Kevin Nelson, Angel DeWaard

2. Citizen's Input

3. DELEGATIONS

4. Minutes

Motion to approve the Minutes of the April 8, 2024, regular meeting. Motion Reinesch, Second Graja, to approve the Minutes of the April 8, 2024, meeting. Motion carried.

5. Approve Financial Reports

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

6. Clubhouse Report

April/May Lakeview Golf Course Clubhouse Report

- o Good start to the spring for play, rounds, membership, events
 - Weather hasn't been the best either
- o New faces, new players, new members
- o Golf is very popular right now and looks to be a busy year from start to finish
- o Moved Tee Sheet to 8 minute increments for tee times to accommodate more tee times
- o Prepping for upcoming events/leagues/tournaments
- o Rounds and Membership Report
- o Processing Fee/Service Charge Info

Thanks,
Eric Hieb

2024 Rounds Played & Membership Numbers Rounds

Total Rounds Played 2023 = 25,416

Month of April Rounds = 3,378

Total Rounds Played 2024 = 4,263

Membership

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

2024 Numbers

Single: 142

Couples: 88

College: 14

Student: 38

Family: 261

Total: 543

New Members: 27

Punch cards:

- 13 without Cart (9 Holes)
- 17 with Cart (9 Holes)
- 5 without Cart (18 Holes)
- 2 with Cart (18 Holes)

7. Superintendent Report

Golf and Cemetery Board

5:45 PM

May 13th

Cemetery

- Digital Cemetery is almost done.
 1. Working out uploading glitches.
 2. We will probably post it soon and continue working on issues.
 3. https://gis.districtiii.org/MITCHELL_CEMETERY/

- Getting ready for Memorial Day.
 1. Start weed eating.
 2. Getting everything lined up for flags and events.
- Working on budget.
-

Community Garden

- Garden is completely full with a waiting list.
 1. We opened up all remaining sections.
 2. Rain is holding up getting it opened up.
 3. We need to till it, and stake it out before opening.
 - 4.

Golf

- The rain has given everything a boost.
- Driving range use has been up even with increased pricing.
 1. Will probably have to close down the north section a couple times to give time to heal.
- We have had some unexpected staff turnover.
- Working on tree removal.
- Some stump work to do yet.
- We are going to sod the forward tee on #15.
- Laying out temporary holes and routs during construction.
- Pre-Con meeting May 29th.

Golf & Cemetery Superintendent
Jason Gunnare

8. Discussion: Use of a marshal/starter during busy days

The Board held a brief discussion on the use of a marshal/starter during busy days and directed Gunnare to bring information or formal request back to the next months meeting.

9. Discussion: Credit Card Fee Distribution

Gunnare informed the Board they have begun with the 3% credit/debit card fee and have a few complaints. However, customers can still pay by cash or check if they wish to avoid the additional fee. Also noting, Heib currently pays all these fees and the city reimburses him 50%. Board held a brief discussion.

10. Discussion: Phase 2 Timeline

Gunnare reviewed with the Board the Phase 2 construction timeline, which included holes 11 & 12, holes 14 & 15 and the irrigation plan. Work will begin on July 15th for two weeks on holes 14&15 and then, after the Member/Guest which is held at the end of July, work will begin on holes 11&12, with completion estimated to be by the end of August. We will try to ensure

minimal disruption of play to customers as possible during these construction phases and working on all the preparations for the beginning of construction.

11. Discussion: Capital Items 2025 and Beyond/Prioritization

Gunnare summarized Capital items for 2025 and Beyond, which included: Phase 3; Finish cart paths from Phase 2; New entry sign; Half of payload; Improvements for clubhouse; cart fleet; Cement work west side of shop; Asphalt north side of shop by fuel barrels. Gunnare requested boardmembers contact him if there any other items they would like to see added, and he would be bringing this back to the next meeting for their approval. After a brief discussion, the Board requested Gunnare put Phase 3 on next month's agenda for approval.

12. Adjournment

Next meeting date: Monday, June 10, 2024, at 5:45 PM

There being no further business, the Board adjourned at 7:20 PM

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 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>138,400</u>	<u>9,035.00</u>	<u>46,634.74</u>	<u>57,478.69</u>	<u>80,921.31</u>	<u>41.53</u>
TOTAL REVENUES	138,400	9,035.00	46,634.74	57,478.69	80,921.31	58.47
<u>EXPENDITURE SUMMARY</u>						
<u>CEMETERY</u>						
SALARIES	250,114	33,181.32	85,214.63	101,642.75	148,471.25	40.64
CURRENT EXPENSES	54,700	6,227.56	15,734.86	19,354.42	35,345.58	35.38
CAPITAL OUTLAY	<u>119,500</u>	<u>45,900.00</u>	<u>0.00</u>	<u>45,900.00</u>	<u>73,600.00</u>	<u>38.41</u>
TOTAL CEMETERY	<u>424,314</u>	<u>85,308.88</u>	<u>100,949.49</u>	<u>166,897.17</u>	<u>257,416.83</u>	<u>60.67</u>
TOTAL EXPENDITURES	424,314	85,308.88	100,949.49	166,897.17	257,416.83	60.67
REVENUE OVER/(UNDER) EXPENDITURES	(285,914)	(76,273.88)	(54,314.75)	(109,418.48)	(176,495.52)	61.73

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

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	210.00	1,200.00	1,225.00	3,775.00	24.50
101-3481	CEMETERY OPENINGS	60,000	8,025.00	12,050.00	20,625.00	39,375.00	34.38
101-3482	CEMETERY LOT SALES	38,000	300.00	11,170.00	12,354.30	25,645.70	32.51
101-3483	CEMETERY SAT FUNERAL FEE	5,000	500.00	350.00	1,900.00	3,100.00	38.00
101-3484	CEMETERY MAINTENANCE FEES	22,000	0.00	21,864.74	21,374.39	625.61	97.16
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		138,400	9,035.00	46,634.74	57,478.69	80,921.31	58.47
TOTAL REVENUE		138,400	9,035.00	46,634.74	57,478.69	80,921.31	58.47

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

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	142,490	16,063.62	50,661.12	58,899.93	83,590.07	41.34
101-43700-41110 OVERTIME	1,250	910.50	0.00	910.50	339.50	72.84
101-43700-41120 PART-TIME	29,100	8,736.67	4,599.92	10,240.72	18,859.28	35.19
101-43700-41200 SOCIAL SECURITY/MEDICARE	13,222	1,904.26	3,928.25	5,045.33	8,176.67	38.16
101-43700-41300 RETIREMENT	8,624	963.81	3,039.74	3,533.97	5,090.03	40.98
101-43700-41500 GROUP INSURANCE	55,428	4,602.46	22,985.60	23,012.30	32,415.70	41.52
101-43700-41700 COMPENSATED ABSENCES	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SALARIES	250,114	33,181.32	85,214.63	101,642.75	148,471.25	59.36
<u>CURRENT EXPENSES</u>						
101-43700-42200 PROFESSIONAL FEES/SERVIC	0	0.00	0.00	0.00	0.00	0.00
101-43700-42500 REPAIR & MAINTENANCE	5,500	744.72	273.99	3,658.85	1,841.15	66.52
101-43700-42510 HEADSTONE REPAIR & MAINT	4,500	0.00	0.00	2,800.00	1,700.00	62.22
101-43700-42600 SUPPLIES & MATERIALS	16,000	2,008.21	8,556.73	6,157.74	9,842.26	38.49
101-43700-42602 CHEMICALS	8,500	2,562.39	1,224.00	2,562.39	5,937.61	30.15
101-43700-42603 WEED EATERS SUPPLIES	1,500	0.00	1,144.98	415.93	1,084.07	27.73
101-43700-42604 TREES, SOD & SEED	2,000	290.00	1,200.00	290.00	1,710.00	14.50
101-43700-42610 GAS & FUEL	8,000	305.21	1,258.38	1,271.16	6,728.84	15.89
101-43700-42650 UNIFORMS	500	0.00	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	35.88	495.88	566.76 (	66.76)	113.35
101-43700-42800 UTILITIES	5,000	281.15	1,480.49	1,354.71	3,645.29	27.09
101-43700-42830 UTILITIES-WATER/SEWER	1,500	0.00	100.41	73.51	1,426.49	4.90
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	54,700	6,227.56	15,734.86	19,354.42	35,345.58	64.62
<u>CAPITAL OUTLAY</u>						
101-43700-43200 BUILDINGS	27,000	0.00	0.00	0.00	27,000.00	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>64,000</u>	<u>45,900.00</u>	<u>0.00</u>	<u>45,900.00</u>	<u>18,100.00</u>	<u>71.72</u>
TOTAL CAPITAL OUTLAY	119,500	45,900.00	0.00	45,900.00	73,600.00	61.59
TOTAL CEMETERY	424,314	85,308.88	100,949.49	166,897.17	257,416.83	60.67
	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	424,314	85,308.88	100,949.49	166,897.17	257,416.83	60.67
REVENUE OVER/ (UNDER) EXPENDITURES	(285,914)	(76,273.88)	(54,314.75)	(109,418.48)	(176,495.52)	61.73

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

5/01/2024 1:51 PM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 19

PACKET : 06845 06846 06847 06848

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-1827319	101-43700-42600	SUPPLIES & MA FLAG,HEX KEY SET,SPRAY WAND	201879	55.25
01-00436	CHS FARMERS ALLIANCE					
		I-IF8919	101-43700-42610	GAS & FUEL GOLF RUBY FIELDMASTER	201767	305.21
		I-IZ2668	101-43700-42500	REPAIR & MAIN HANKOOK TIRES,BALANCING	201767	604.00
01-00712	NAPA CENTRAL					
		I-799403	101-43700-42600	SUPPLIES & MA MOTOR OIL	201858	56.04
01-01404	MITCHELL IRON & SUPPLY					
		I-82278	101-43700-42600	SUPPLIES & MA PULLEY,V BELT	201849	47.49
		I-82281	101-43700-42600	SUPPLIES & MA V BELT	201849	4.23
01-01601	ARCTIC REFRIGERATION IN					
		I-53235	101-43700-42500	REPAIR & MAIN MAINT SHOP ICE MACHINE REPAIR	201745	140.72
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.04.24	101-43700-42800	UTILITIES 700 W 23RD AVE	201859	197.47
		I-2581641-4.04.24	101-43700-42800	UTILITIES W 23RD	201859	12.00
01-02495	TITAN MACHINERY-MITCHEL					
		I-PS0271303-1	101-43700-42600	SUPPLIES & MA NYLON HOSE,MEGACRIMP,WIRE	201905	293.20
		I-PS0274380-1	101-43700-42600	SUPPLIES & MA MEGACRIMP SWIVEL,MEGEFLEX REEL	201905	128.28
01-02679	MENARD'S INC					
		I-68599	101-43700-42600	SUPPLIES & MA TREE WATERING BAG	201838	218.79
01-02880	THUNE TRUE VALUE & APPL					
		I-A566283	101-43700-42600	SUPPLIES & MA DUCT TAPE,SUCTION CUP	201902	32.96
		I-B287364	101-43700-42600	SUPPLIES & MA REEL LEAD HOSE	201902	9.99
01-03588	ZIMCO SUPPLY CO					
		I-191694	101-43700-42604	TREES, SOD & FERTILIZER,FUNGICIDE	201917	290.00
01-09703	AMAZON CAPITAL SERVICES					
		I-1GEX-WDX6-DFMP	101-43700-42600	SUPPLIES & MA LAWN MOWER TIRES	201741	168.28
		I-1HKM-LW9F-9QK3	101-43700-42600	SUPPLIES & MA HITCH CARGO CARRIER	201741	213.69
DEPARTMENT 3700 CEMETERY					TOTAL:	2,777.60

5/15/2024 4:19 PM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 19

PACKET : 06863 06864 06865 06866

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-1832428	101-43700-42602	CHEMICALS RANGER PRO,FARM SUPPLIES	202088	59.99
		I-1836552	101-43700-42600	SUPPLIES & MA GLOVES,LEVEL TORPEDO,OIL,LINE	202088	396.73
01-01239	BUTLER MACHINERY INC					
		I-13SS0001727	101-43700-43400	MACHINERY & E CATERPILLAR	201963	45,900.00
01-01404	MITCHELL IRON & SUPPLY					
		I-14366	101-43700-42600	SUPPLIES & MA OIL SEAL METRIC,COIL TENSION	202048	85.66
01-01490	MUELLER LUMBER CO. INC.					
		I-295695	101-43700-42600	SUPPLIES & MA WOOD STAKES	202054	151.72
01-01518	VERIZON WIRELESS					
		I-9962839066	101-43700-42800	UTILITIES ACCT #886931646-00001	202128	71.68
01-02679	MENARD'S INC					
		I-69263	101-43700-42600	SUPPLIES & MA FENCE PICKETS	202039	105.94
01-02880	THUNE TRUE VALUE & APPL					
		I-B288662	101-43700-42600	SUPPLIES & MA TAPE,BALL VALVE	202113	29.98
		I-B288934	101-43700-42600	SUPPLIES & MA GALV COUPLING/STOP	202113	9.98
01-03588	ZIMCO SUPPLY CO					
		I-192321	101-43700-42602	CHEMICALS CORTEVA DIMEN DEFENDER	202133	2,502.40
DEPARTMENT 3700 CEMETERY					TOTAL:	49,314.08

5/21/2024 9:25 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 10

PACKET: 06878 CREDIT CARDS 05.22.2024

VENDOR SET: 01

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: APBNK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
C1-07141	FIRST NATIONAL BANK OMA					
		I-05082024.6468	101-43700-42700	TRAVEL, CONF. CUNNINGHAM APPLICATOR LICENSE	202138	35.88
DEPARTMENT 3700 CEMETERY						TOTAL: 35.88

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

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	494,400	106,100.70	272,891.56	335,227.40	159,172.60	67.80
MISCELLANEOUS REVENUE	<u>9,000</u>	<u>4,339.18</u>	<u>25.00</u>	<u>6,640.49</u>	<u>2,359.51</u>	<u>73.78</u>
TOTAL REVENUES	503,400	110,439.88	272,916.56	341,867.89	161,532.11	32.09
<u>EXPENDITURE SUMMARY</u>						
<u>GOLF COURSE</u>						
OTHER	0	0.00	0.00	0.00	0.00	0.00
SALARIES	227,854	27,912.42	70,019.66	87,370.40	140,483.60	38.34
CURRENT EXPENSES	195,387	28,087.28	79,756.89	88,363.10	107,023.90	45.22
CAPITAL OUTLAY	<u>788,436</u>	<u>0.00</u>	<u>74,472.00</u>	<u>35,000.00</u>	<u>753,436.00</u>	<u>4.44</u>
TOTAL GOLF COURSE	<u>1,211,677</u>	<u>55,999.70</u>	<u>224,248.55</u>	<u>210,733.50</u>	<u>1,000,943.50</u>	<u>82.61</u>
TOTAL EXPENDITURES	1,211,677	55,999.70	224,248.55	210,733.50	1,000,943.50	82.61
REVENUE OVER/ (UNDER) EXPENDITURES	(708,277)	54,440.18	48,668.01	131,134.39	(839,411.39)	118.51
<u>OTHER SOURCES & USES</u>						
OTHER SOURCES	0	0.00	0.00	0.00	0.00	0.00
OTHER USES	0	0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)	(708,277)	54,440.18	48,668.01	131,134.39	(839,411.39)	0.00

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

614-GOLF COURSE

REVENUES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YDT 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	156,000	30,187.40	122,682.63	135,289.56	20,710.44	86.72
614-3462 RANGE MEMBERSHIP	18,000	4,462.08	16,511.61	20,180.38 (	2,180.38)	112.11
614-34620 RANGE BALLS	18,000	6,009.20	9,731.17	13,664.19	4,335.81	75.91
614-34622 ADULT GREEN FEES	104,000	16,553.17	28,051.19	33,635.26	70,364.74	32.34
614-34623 ADULT 9/18 SPLIT	0	0.00	0.00	0.00	0.00	0.00
614-34626 PUNCH CARDS	16,000	6,902.98	10,586.01	11,417.91	4,582.09	71.36
614-3463 ELECTRIC CART & STORAGE FEE	21,000	414.32	5,272.21	5,414.79	15,585.21	25.78
614-34630 1.5% TOURISM TAX~RANGE BALLS	300	90.15	145.97	204.99	95.01	68.33
614-34631 CART RENTAL	115,000	31,063.92	58,016.57	86,897.00	28,103.00	75.56
614-34632 LAWN BOWLING MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
614-3464 ANNUAL TRAIL FEES	18,000	3,717.47	15,198.69	15,593.14	2,406.86	86.63
614-34641 LOCKER FEE	1,200	164.79	691.10	758.03	441.97	63.17
614-3465 TOURNAMENT SPONSOR FEE	21,000	5,122.42	2,647.89	7,777.79	13,222.21	37.04
614-3466 MISC/GAS/PROG/CLUBHOUSE	2,000	122.80	426.52	242.80	1,757.20	12.14
614-3467 ADVERTISING REVENUE (NO TAX)	3,900	1,290.00	2,930.00	4,151.56 (	251.56)	106.45
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	494,400	106,100.70	272,891.56	335,227.40	159,172.60	32.20
<u>MISCELLANEOUS REVENUE</u>						
614-367 CONTRIBUTION FR PRIVATE SOURCE	4,500	116.18	0.00	116.18	4,383.82	2.58
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>4,223.00</u>	<u>25.00</u>	<u>6,524.31</u> (	<u>6,524.31)</u>	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	9,000	4,339.18	25.00	6,640.49	2,359.51	26.22
TOTAL REVENUE	503,400	110,439.88	272,916.56	341,867.89	161,532.11	32.09

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

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	106,698	12,291.17	36,790.53	44,793.27	61,904.73	41.98
614-45250-41110 OVERTIME	1,000	435.60	46.13	847.07	152.93	84.71
614-45250-41120 PART-TIME	57,124	9,206.53	9,633.55	16,449.58	40,674.42	28.80
614-45250-41200 SOCIAL SECURITY/MEDICARE	12,838	1,617.76	3,242.25	4,448.73	8,389.27	34.65
614-45250-41300 RETIREMENT	6,462	737.46	2,207.40	2,712.25	3,749.75	41.97
614-45250-41500 GROUP INSURANCE	43,732	3,623.90	18,099.80	18,119.50	25,612.50	41.43
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	227,854	27,912.42	70,019.66	87,370.40	140,483.60	61.66
<u>CURRENT EXPENSES</u>						
614-45250-42100 INSURANCE	11,000	0.00	10,917.05	11,436.40 (	436.40)	103.97
614-45250-42200 GOLF PRO CONTRACT	66,525	10,072.13	27,986.55	34,425.73	32,099.27	51.75
614-45250-42250 PROFESSIONAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
614-45250-42300 PUBLISHING	2,000	285.37	854.85	285.37	1,714.63	14.27
614-45250-42400 RENTALS	3,000	0.00	0.00	0.00	3,000.00	0.00
614-45250-42500 REPAIR & MAINTENANCE	10,000	1,710.43	4,201.53	2,944.19	7,055.81	29.44
614-45250-42600 SUPPLIES & MATERIALS	25,400	7,534.89	10,193.88	16,025.80	9,374.20	63.09
614-45250-42601 SUPPLIES-LAWN BOWLING	0	0.00	0.00	0.00	0.00	0.00
614-45250-42602 CHEMICALS	25,000	6,902.31	15,226.14	12,191.72	12,808.28	48.77
614-45250-42603 SAND/GOLF COURSE	6,000	0.00	0.00	0.00	6,000.00	0.00
614-45250-42604 TREES & SOD	2,500	0.00	225.00	0.00	2,500.00	0.00
614-45250-42610 GAS & FUEL	15,000	649.68	898.83	1,691.68	13,308.32	11.28
614-45250-42650 UNIFORMS	500	0.00	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	1,200	0.00	1,930.37	955.86	244.14	79.66
614-45250-42800 UTILITIES	20,000	867.78	2,953.73	3,046.64	16,953.36	15.23
614-45250-42830 UTILITIES-WATER/SEWER	2,682	0.00	279.93	287.16	2,394.84	10.71
614-45250-42920 COMPUTER SOFTWARE	4,280	0.00	4,020.70	4,830.91 (	550.91)	112.87
614-45250-42931 SALES TAX	300	64.69	68.33	115.67	184.33	38.56
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	195,387	28,087.28	79,756.89	88,363.10	107,023.90	54.78

CITY OF MITCHELL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 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	747,436	0.00	21,000.00	0.00	747,436.00	0.00
614-45250-43400 MACHINERY & EQUIPMENT	<u>41,000</u>	<u>0.00</u>	<u>53,472.00</u>	<u>35,000.00</u>	<u>6,000.00</u>	<u>85.37</u>
TOTAL CAPITAL OUTLAY	788,436	0.00	74,472.00	35,000.00	753,436.00	95.56
TOTAL GOLF COURSE	1,211,677	55,999.70	224,248.55	210,733.50	1,000,943.50	82.61
	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	1,211,677	55,999.70	224,248.55	210,733.50	1,000,943.50	82.61

REVENUE OVER/ (UNDER) EXPENDITURES	(708,277)	54,440.18	48,668.01	131,134.39	(839,411.39)	118.51
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OTHER FINANCING SOURCES

614-3900 FROM GENERAL FUND	0	0.00	0.00	0.00	0.00	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>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER FINANCING SOURCES	0	0.00	0.00	0.00	0.00	0.00

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)	(708,277)	54,440.18	48,668.01	131,134.39	(839,411.39)	118.51
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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 53

PACKET : 06845 06846 06847 06848

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-2574/1	614-45250-42600	SUPPLIES & MA TORO GALLON PX	201786	172.46
01-00436	CHS FARMERS ALLIANCE					
		I-IF8918	614-45250-42610	GAS & FUEL LAKEVIEW UNLEADED FUEL	201767	282.17
		I-IF8920	614-45250-42610	GAS & FUEL GOLF UNLEADED GAS BLEND	201767	367.51
01-01193	KROHMER PLUMBING INC					
		I-80233	614-45250-42600	SUPPLIES & MA MOEN FAUCET CARTRIDGE	201830	28.79
01-01355	MIDWEST TURF & IRRIGATI					
		I-3929224-00	614-45250-42600	SUPPLIES & MA BALL BEARINGS,BLADES,SEAL KITS	201844	1,641.52
01-01590	MCLEOD'S PRINTING					
		I-75189	614-45250-42300	PUBLISHING THERMAL ROLL	201837	26.97
		I-75437	614-45250-42300	PUBLISHING LAKEVIEW ENVELOPES	201837	135.90
01-01601	ARCTIC REFRIGERATION IN					
		I-53234	614-45250-42500	REPAIR & MAIN CLUBHOUSE ICE MACHINE REPAIR	201745	393.65
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.04.24	614-45250-42800	UTILITIES 700 W 23RD AVE	201859	197.47
		I-2581875-8.04.24	614-45250-42800	UTILITIES GOLF CLUB HOUSE	201859	381.92
		I-2581876-6.04.24	614-45250-42800	UTILITIES GOLF CART SHED	201859	25.71
		I-2939180-2.04.24	614-45250-42800	UTILITIES 825 INDIAN VILLAGE RD	201859	22.89
01-02679	MENARD'S INC					
		I-68652	614-45250-42600	SUPPLIES & MA TRIM FOR DOOR	201838	16.78
01-02880	THUNE TRUE VALUE & APPL					
		I-A565711	614-45250-42600	SUPPLIES & MA BOLTS,NUTS,SPRAY ENAMEL,BRUSH	201902	33.32
01-03588	ZIMCO SUPPLY CO					
		I-191694	614-45250-42602	CHEMICALS FERTILIZER,FUNGICIDE	201917	6,654.00
01-06633	GF ADVERTISING SERVICES					
		I-59510	614-45250-42300	PUBLISHING PUNCE CARDS	201793	122.50
01-08130	C & B OPERATIONS LLC					
		I-12677862	614-45250-42600	SUPPLIES & MA GAL EYGARD	201763	30.45
01-08281	ARAMARK					
		I-6380186269	614-45250-42600	SUPPLIES & MA MAT CLEANING	201744	36.12
01-08892	ERIC HIEB					
		I-04292024	614-45250-42200	GOLF PRO CONT BASE CONTRACT 05.2024	201808	9,345.50
		I-042924	614-45250-42200	GOLF PRO CONT CLOVER CC FEES 05.2024	201808	726.63
01-09058	SITEONE LANDSCAPE SUPPL					

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 54

PACKET : 06845 06846 06847 06848

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
=====						
01-09058	SITEONE LANDSCAPE SUPPL	continued				
	I-139409920-001	614-45250-42600	SUPPLIES & MA GOLF BALL WASHER,HANDLE		201891	1,166.17
	I-139410429-001	614-45250-42600	SUPPLIES & MA LOCKING PIN,GAUGE,RAKE		201891	403.70
	I-139410429-0012	614-45250-42600	SUPPLIES & MA PIN SPRING & BALL KIT,REPAIR		201891	184.10
DEPARTMENT 5250 GOLF COURSE						TOTAL: 22,396.23

FUND 614 GOLF COURSE						TOTAL: 22,396.23

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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 06863 06864 06865 06866

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-2588/1	614-45250-42602	CHEMICALS LAWN TRIPLE PLUS CREDITS	201997	57.98
01-00356	QUALIFIED PRESORT	I-2279-2891	614-45250-42600	SUPPLIES & MA POSTAGE 04.16-30.2024	202081	0.68
01-00424	RUNNINGS SUPPLY INC	I-1832428	614-45250-42600	SUPPLIES & MA RANGER PRO,FARM SUPPLIES	202088	175.88
		I-1835876	614-45250-42600	SUPPLIES & MA TANK CLEANER	202088	13.98
01-01518	VERIZON WIRELESS	I-9962839066	614-45250-42800	UTILITIES ACCT #886931646-00001	202128	43.01
01-02051	MIDCONTINENT COMMUNICAT	I-02630670214025	614-45250-42800	UTILITIES ACCT #026306702	202041	196.78
01-02495	TITAN MACHINERY-MITCHEL	I-PS0289166-1	614-45250-42600	SUPPLIES & MA MEGAFLEX WIRE,CRIMP,ORING	202117	214.22
01-03490	VAN WALL EQCIPMENT INC	I-6212555	614-45250-42600	SUPPLIES & MA BOLT,BUSHING	202127	88.64
01-03532	TIP INC	I-020328	614-45250-42600	SUPPLIES & MA BEARING ROLLER,BUSHING STEEL	202116	45.00
01-07696	FERGUSON WATERWORKS #25	I-0486900	614-45250-42600	SUPPLIES & MA GOLF RTR SELECTOR	202000	2,778.96
01-08133	LARRY DVORAK	I-724607	614-45250-42500	REPAIR & MAIN DRYWALL TAPE,FINISHING	201996	350.00
01-08281	VESTIS	I-6380189827	614-45250-42600	SUPPLIES & MA MOP CLEANING	202129	36.12
01-08404	BIOVERSE INC	I-93403	614-45250-42602	CHEMICALS CLEARCAST	201958	190.33
01-09055	FLOOR TEC	I-25392	614-45250-42500	REPAIR & MAIN WATER LEAK REPAIR IN CLUBHOUSE	202002	966.78
DEPARTMENT 5250 GOLF COURSE					TOTAL:	5,158.36
FUND 614 GOLF COURSE					TOTAL:	5,158.36

5/21/2024 9:25 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 26

PACKET: 06878 CREDIT CARDS 05.22.2024

VENDOR SET: 01

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: APBNK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-07141	FIRST NATIONAL BANK OMA					
		I-05082024.2164	614-45250-42600	SUPPLIES & MA BLUE,WHITE,RED FLEX MARKERS	202138	468.00
DEPARTMENT 5250 GOLF COURSE						TOTAL: 468.00

FUND 614 GOLF COURSE						TOTAL: 468.00

May/June Lakeview Golf Course Clubhouse Report

- Course has been fairly busy all the time. Some days are better than others
 - Rounds on weekdays are anywhere from 100 to 140
 - Weekends have been exceeding 210 golfers when it is nice out
- Events/leagues/kids camp/fitting days are all in full swing and have been going well and good numbers
- More events upcoming to prep for
- Rounds and Membership numbers on other attachment

Thanks,

Eric Hieb

2024 Rounds Played & Membership Numbers

Rounds

Total Rounds Played 2023 = 25,416

Month of May Rounds = 5,766

Total Rounds Played 2024 = 10,029

Membership

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

2024 Numbers

Single: 163

Couples: 100

College: 17

Student: 41

Family: 318

Total: 639

New Members: 30

Punch cards:

- 25 without Cart (9 Holes)
- 31 with Cart (9 Holes)

- 6 without Cart (18 Holes)
- 3 with Cart (18 Holes)

Golf and Cemetery Board

5:45 PM

June 10th

Community Gardens

- Have had a request for sign about donations to food shelf.
- Request for dedicated camera for garden.

Cemetery

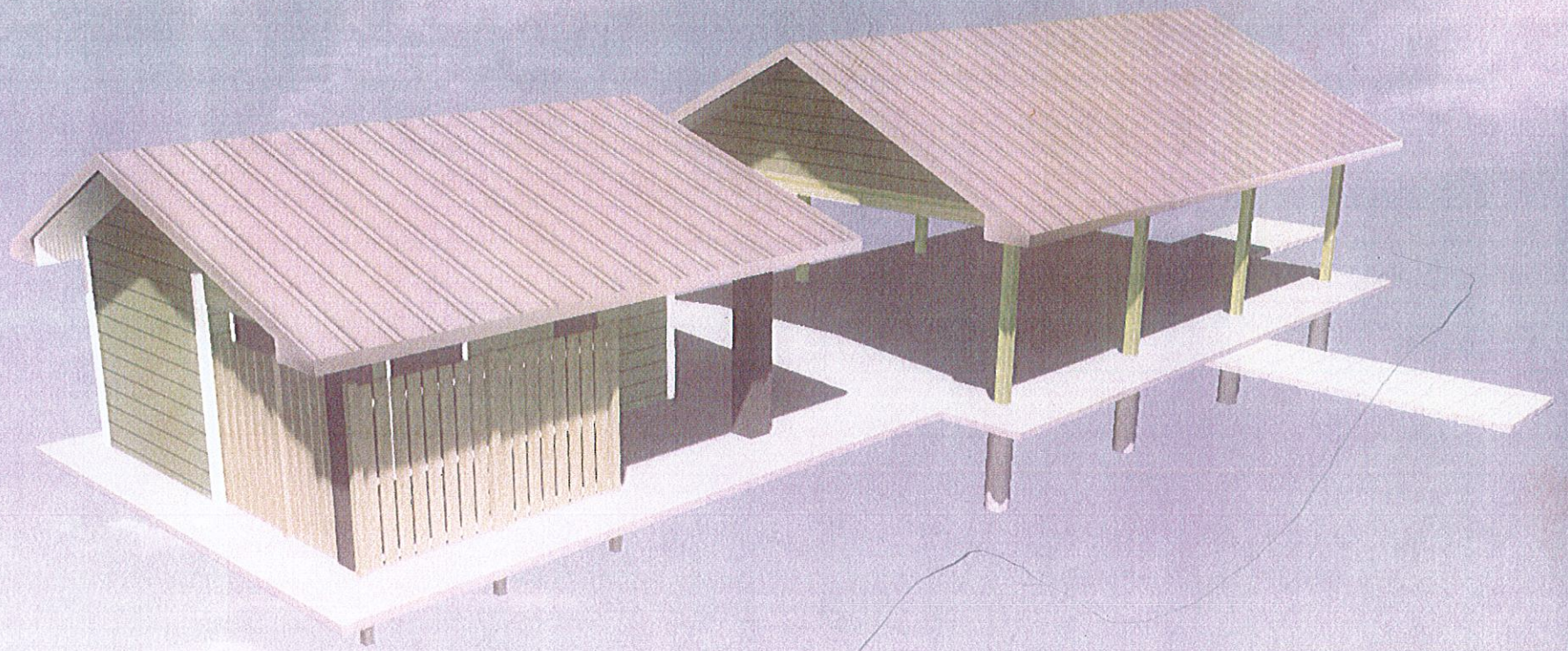
- Seeding of graves and East ditch has gone well.
- Everything looked great for Memorial Day.
- Needed to add a counter weight to New mini excavator.
- Water leak under road that we have not located yet.
 - We will probably have to tear into the road.
 - We are only running the water for a few hours a day so we don't wash out the road.

Golf

- Working on tree removal and getting ready for projects.
- Electrical irrigation issues.
- Working on budget.
- Will have to figure out water supply for next year.
- Had Pre-Con meeting with contractor and Norby.

Golf & Cemetery Superintendent

Jason Gunnare





Capital Equipment

Cemetery

- Payloader \$95,000 after trade.
- Toro gas GTX for sprayer/work cart.

Golf

- Equipment Package \$310,000.
- Toro GTX Lithium utility vehicle.

Capital Improvements

Cemetery

- Bathroom.
- Expansion Plans.
- Concrete West side shop.

Golf

- Phase 3/Driving range and short course.
- Cart Paths from Phase 2.
- Tee box back two on #15 & finishing forward tees.
- Entry Sign
- Tee signs.