



**Golf and Cemetery Board Meeting Agenda**  
City Council Chambers, City Hall, 612 N. Main Street  
October 16, 2025

- 1. 4:00 PM Call to Order**
- 2. Citizen's Input**  
*If you need to address the board on an item that was not on the agenda, excluding personnel items, please come forward to the podium and state your name and your concern. Presentations are limited to three minutes. Items will be considered but no action will be taken at this time.*
- 3. DELEGATIONS**
- 4. Additions and/or Deletions then Approval of Agenda**
- 5. Approval of Minutes from September 9 Meeting**
- 6. Approval of September Financial Reports**
- 7. Clubhouse Report**
- 8. Superintendent Report**
- 9. Phase 3/Short Course Discussion**
- 10. 2026 Rates Discussion**
- 11. Date for November Meeting**
- 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 and Cemetery Board Meeting Minutes**  
**City Council Chambers**  
**September 9, 2025**

The meeting was called to order at 5:45 p.m. by board president Jeff McEntee.

**Board members present:** Joel Reinesch, Joe Schlimgen, Tom Young, Jeff McEntee, and Terry Reitveld

**Staff present:** Jason Gunnare and Kevin Nelson

**Absent:** Lynette Shattuck, Mark Graham, and council liaison Dan Sabers

**Citizen's Input:** Reinesch updated the board, indicating that the VFW has agreed to accept ownership of the portion of the Servicemen's Cemetery that was proposed to have built upon it the new restroom, and that they will provide the necessary liability insurance during the construction phase and then will transfer ownership of the parcel, including picnic shelter and parking lot, as had previously been the agreed-upon arrangement with the Servicemen's Cemetery Board.

**Delegations:** None

**Additions or Deletions to the Agenda:** None.

**The board minutes** from the July 14, 2025 meeting were motioned to be approved by Reitvelt and seconded by Young. Motion carried.

Next was a review of the **financial reports**. A motion was made by Reitvelt and seconded by Young to approve the financial reports for both the cemetery and golf course. Motion carried.

Next was an overview of the **clubhouse report was presented by Gunnare**.

Next was the **superintendent report by Gunnare**.

Next was **Approval of the West Location Cemetery Expansion Design Proposal by Brosz Engineering with the Option for Negotiating the \$700 Difference or just Having Done What Can Be Completed with the Approved \$20K Budget**. A motion was made by Young to approve the concept design, seconded by Reinesch. Motion carried.

Next was **discussion on dogs (off leash) in the cemetery**. Nelson indicated that he went to speak with the city's attorney regarding the authority of the Golf and Cemetery Board with regards to dogs in the cemetery (or on the golf course). He indicated that the Golf and Cemetery Board has the authority to set its own policy for leashes on the grounds.

Next was discussion on the 2026 budget. Nelson noted that Phase 3 for the golf course was requested but that it is no longer within the current budget at present time. He noted that the council could vote to include it again. Gunnare indicated that amongst the items still in are tuck pointing for the entrance pillars (but not the entire cemetery wall facing 23<sup>rd</sup> Avenue), a

replacement (new) pay loader, a range machine, a ball picker, irrigation pump filtration, a replacement (used) pick-up truck, and chemical treatment for ash trees.

Next was discussion on the policy/procedure for cancellation of Golf/Cemetery Board meetings if there are a lack of agenda items, outside of staff reports. Nelson explained, that due to a concern presently by a board member about cancelling a recent board meeting, he visited with administration and the city attorney, and he noted that they both indicated that it is perfectly acceptable for a meeting to be cancelled in such cases.

The next meeting was set for October 14 but, due to a conflicting meeting in the council chambers, it was later decided to move it to October 16 at 4:00pm.

The meeting was adjourned at 6:50pm.

PACKET : 07493 07494 07495

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-6122228852	101-43700-42800	UTILITIES ACCT #886931646-00001	208411	65.27
01-01787	NORTH CENTRAL SEED CO	I-26474	101-43700-42604	TREES, SOD & GOLD STAR LAWN MIX	208354	250.00
01-01830	NORTHWESTERN ENERGY	I-2581641-4.08.25	101-43700-42800	UTILITIES W 23RD	208358	15.10
		I-2581642-2.08.25	101-43700-42800	UTILITIES 600 W 23RD AVE PMP	208358	212.28
01-02567	S & M PRINTING INC	I-84936	101-43700-42600	SUPPLIES & MA WILLIS BUSINESS CARDS	208386	53.00
01-02679	MENARD'S INC	I-92495	101-43700-42600	SUPPLIES & MA SUNSCREEN	208335	28.86
		I-92795	101-43700-42600	SUPPLIES & MA TOOLBOX, GEAR OIL, WINDSHIELD WA	208335	96.32
01-02880	TRUENE TRCE VALGE & APPL	I-A602877	101-43700-42600	SUPPLIES & MA GRIT WHEEL	208404	15.98
		I-A602886	101-43700-42600	SUPPLIES & MA ADHESIVE, REFLECTIVE LETTERS	208404	7.51
01-08281	VESTIS	I-6380311026	101-43700-42600	SUPPLIES & MA MAT CLEANING	208413	33.26
01-09703	AMAZON CAPITAL SERVICES	I-1FW3-6L3M-D33P	101-43700-42600	SUPPLIES & MA AIR FRESHENERS, TIRES	208250	472.06
DEPARTMENT 3700 CEMETERY					TOTAL:	1,249.64

PACKET: 07504 CREDIT CARDS 09.19.2025

VENDOR SET: 01

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: APBNK

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-07141	FIRST NATIONAL BANK OMA					
		I-09092025.2164	101-43700-42700	TRAVEL, CONF. GUNNARE-GCSAA MEMBERSHIP	208434	142.00
		I-09092025.6468	101-43700-42600	SUPPLIES & MA MARKING FLAGS	208434	59.97
DEPARTMENT 3700 CEMETERY					TOTAL:	201.97

PACKET : 07512 07513 07514

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-2141728	101-43700-42600	SUPPLIES & MA FOGGER, WELD STEEL, MOUNTING TAP	208659	48.55
01-00436	CHS FARMERS ALLIANCE	I-IG3366	101-43700-42610	GAS & FUEL GOLF MAINT RUBY FIELDMASTER	208495	660.53
		I-IG3367	101-43700-42610	GAS & FUEL GOLF MAINT UNLEADED GAS	208495	829.95
01-00445	CITY OF MITCHELL	I-04.000400.00.09.25	101-43700-42830	UTILITIES-WAT 600 W 23RD AVE	208497	145.72
01-00712	NAPA CENTRAL	I-819693	101-43700-42600	SUPPLIES & MA OIL FILTERS	208623	13.59
01-00936	DOUG CUNNINGHAM	I-09302025	101-43700-42800	UTILITIES 2025 3RD QTR CELL PHONE	208516	45.00
01-00985	HONDA OF MITCHELL	I-140501	101-43700-42600	SUPPLIES & MA HIGH TORQUE FLEX CABLE	208568	31.20
01-01199	STURDEVANTS AUTO VALUE	I-815062692	101-43700-42600	SUPPLIES & MA WATER PUMPS, SERPENTINE BELT	208691	129.98
01-01355	MIDWEST TURF & IRRIGATI	I-3953483-00	101-43700-42600	SUPPLIES & MA PROXIMITY SWITCH	208611	82.17
01-01830	NORTEHWESTERN ENERGY	I-2581639-8.09.25	101-43700-42800	UTILITIES 700 W 23RD AVE	208629	189.89
		I-2581641-4.09.25	101-43700-42800	UTILITIES W 23RD	208629	16.02
		I-2581642-2.09.25	101-43700-42800	UTILITIES 600 W 23RD AVE PUMP	208629	216.00
01-02679	MENARD'S INC	I-93106	101-43700-42600	SUPPLIES & MA CABLE TIES, GROUND SPOUT	208604	50.66
01-02840	TESSIERS MECHANICAL CON	I-30012449	101-43700-42500	REPAIR & MAIN MAKE HOOD AND REDO VENTING	208696	1,000.65
01-02880	TRUNE TRUE VALUE & APPL	I-A603477	101-43700-42600	SUPPLIES & MA TRASH BAGS	208698	19.99
01-08281	VESTIS	I-6380314370	101-43700-42600	SUPPLIES & MA MAT CLEANING	208707	33.26
01-09696	UPPER MIDWEST GARAGE DO	I-73393	101-43700-43200	BUILDINGS INSTALL GARAGE DOOR	208703	5,590.00
DEPARTMENT 3700 CEMETERY					TOTAL:	9,103.16

PACKET : 07493 07494 07495

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-40359	614-45250-42600	SUPPLIES & MA FLASHLIGHTS	208297	13.99
01-00712	NAPA CENTRAL	I-819121	614-45250-42600	SUPPLIES & MA OIL FILTERS	208352	24.51
01-01518	VERIZON WIRELESS	I-6122228852	614-45250-42800	UTILITIES ACCT #886931646-00001	208411	39.70
01-01830	NORTHWESTERN ENERGY	I-2581639-8.08.25	614-45250-42800	UTILITIES 700 W 23RD AVE	208358	408.21
		I-2581643-0.08.25	614-45250-42800	UTILITIES GOLF PUMP 100 E	208358	1,802.69
		I-2581875-8.08.25	614-45250-42800	UTILITIES GOLF CLUB HOUSE	208358	743.79
		I-2581876-6.08.25	614-45250-42800	UTILITIES GOLF CART SHED	208358	75.45
		I-2939180-2.08.25	614-45250-42800	UTILITIES 825 INDIAN VILLAGE RD	208358	247.98
01-07716	SAGA COMMUNICATIONS OF	I-CC-12508111623	614-45250-42300	PUBLISHING ADVERTISING	208388	200.00
01-08592	DIANE OSTERLOO	I-09052025	614-45250-42999	REFUNDS REFUND PARTIAL MEMBERSHIP	208369	280.00
01-08606	OLSON SOD FARMS	I-11574	614-45250-42604	TREES & SOD BIG ROLL SOD	208370	152.00
					DEPARTMENT 5250 GOLF COURSE	TOTAL: 3,988.32
					FUND 614 GOLF COURSE	TOTAL: 3,988.32

PACKET: 07504 CREDIT CARDS 09.19.2025

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-09092025.2164	614-45250-42700	TRAVEL, CONF. GUNNARE-GCSAA MEMBERSHIP	205434	388.00
				DEPARTMENT 5250 GOLF COURSE	TOTAL:	388.00
				FUND 614 GOLF COURSE	TOTAL:	388.00

PACKET : 07512 07513 07514

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-IG3365	614-45250-42610	GAS & FUEL LAKEVIEW UNLEADED GAS	208495	1,357.61
		I-IG3366	614-45250-42610	GAS & FUEL GOLF MAINT RUBY FIELDMASTER	208495	660.53
01-00445	CITY OF MITCHELL					
		I-04.000400.00.09.25	614-45250-42830	UTILITIES-WAT 600 W 23RD AVE	208497	145.72
		I-04.000800.00.09.25	614-45250-42830	UTILITIES-WAT 3300 N GELMAN ST	208497	913.34
01-01830	NORDEWESTERN ENERGY					
		I-2581639-8.09.25	614-45250-42800	UTILITIES 700 W 23RD AVE	208629	189.89
		I-2581643-0.09.25	614-45250-42800	UTILITIES GOLF PUMP 100 H	208629	1,556.08
		I-2581875-8.09.25	614-45250-42800	UTILITIES GOLF CLUB HOUSE	208629	674.92
		I-2581876-6.09.25	614-45250-42800	UTILITIES GOLF CART SHED	208629	46.24
		I-2939180-2.09.25	614-45250-42800	UTILITIES 825 INDIAN VILLAGE RD	208629	38.88
01-02051	MIDCONTINENT COMMUNICAT					
		I-02630670214944	614-45250-42800	UTILITIES ACCT #026306702	208609	95.39
01-02679	MENARD'S INC					
		I-93610	614-45250-42600	SUPPLIES & MA HANDY PACK,FLEX COUPLING	208604	43.66
01-02840	TESSIERS MECHANICAL CON					
		I-30012449	614-45250-42500	REPAIR & MAIN MAKE HOOD AND REDO VENTING	208696	1,000.65
01-03501	ALEX DAGEN					
		I-09302025	614-45250-42800	UTILITIES 2025 3RD QTR CELL PHONE	208517	45.00
01-08892	ERIC HIEB					
		I-09292025	614-45250-42200	GOLF PRO CONT BASE CONTRACT 10.2025	208565	8,137.13
		I-092925	614-45250-42200	GOLF PRO CONT CLOVER CC FEES 10.2025	208565	1,806.52
DEPARTMENT 5250 GOLF COURSE					TOTAL:	16,711.56

PACKET : 07512 07513 07514

VENDOR SET: Mult

FUND : 614 GOLF COURSE

DEPARTMENT: 9000 \*\* INVALID DEPT \*\*

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00446	CITY OF MITCHELL	I-09172025	614-49000-51100	TRANSFER OUT REPAID FINANCING RESLTN #3063	208499	75,000.00
					DEPARTMENT 9000 ** INVALID DEPT **	TOTAL: 75,000.00
					FUND 614 GOLF COURSE	TOTAL: 91,711.56

CITY OF MITCHELL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2025

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>8,445.00</u>	<u>84,743.69</u>	<u>106,799.00</u>	<u>31,601.00</u>	<u>77.17</u>
TOTAL REVENUES	138,400	8,445.00	84,743.69	106,799.00	31,601.00	22.83
<u>EXPENDITURE SUMMARY</u>						
<u>CEMETERY</u>						
SALARIES	261,590	22,360.76	185,262.82	190,487.10	71,102.90	72.82
CURRENT EXPENSES	73,700	4,635.87	46,643.37	34,911.72	38,788.28	47.37
CAPITAL OUTLAY	<u>77,950</u>	<u>0.00</u>	<u>47,050.00</u>	<u>36,205.28</u>	<u>41,744.72</u>	<u>46.45</u>
TOTAL CEMETERY	<u>413,240</u>	<u>26,996.63</u>	<u>278,956.19</u>	<u>261,604.10</u>	<u>151,635.90</u>	<u>36.69</u>
TOTAL EXPENDITURES	413,240	26,996.63	278,956.19	261,604.10	151,635.90	36.69
REVENUE OVER/ (UNDER) EXPENDITURES	( 274,840)	( 18,551.63)	( 194,212.50)	( 154,805.10)	( 120,034.90)	43.67

CITY OF MITCHELL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2025

101-GENERAL

REVENUES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YDT ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>CHARGES-GOODS &amp; SERVICES</u>						
101-348 CEMETERY PERMITS	5,000	60.00	3,265.00	3,320.00	1,680.00	66.40
101-3481 CEMETERY OPENINGS	60,000	5,100.00	38,600.00	54,250.00	5,750.00	90.42
101-3482 CEMETERY LOT SALES	38,000	685.00	19,254.30	20,701.20	17,298.80	54.48
101-3483 CEMETERY SAT FUNERAL FEE	5,000	400.00	2,250.00	2,800.00	2,200.00	56.00
101-3484 CEMETERY MAINTENANCE FEES	22,000	0.00	21,374.39	23,527.80	( 1,527.80)	106.94
101-3485 COLUMBARIUM LOT SALES	<u>8,400</u>	<u>2,200.00</u>	<u>0.00</u>	<u>2,200.00</u>	<u>6,200.00</u>	<u>26.19</u>
TOTAL CHARGES-GOODS & SERVICES	138,400	8,445.00	84,743.69	106,799.00	31,601.00	22.83
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TOTAL REVENUE	138,400	8,445.00	84,743.69	106,799.00	31,601.00	22.83

CITY OF MITCHELL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2025

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	149,717	11,436.65	102,031.02	107,195.56	42,521.44	71.60
101-43700-41110 OVERTIME	1,250	0.00	1,302.38	642.12	607.88	51.37
101-43700-41120 PART-TIME	30,308	4,476.65	33,320.24	25,137.03	5,170.97	82.94
101-43700-41200 SOCIAL SECURITY/MEDICARE	13,868	1,154.42	9,974.92	9,606.65	4,261.35	69.27
101-43700-41300 RETIREMENT	9,058	686.20	6,133.72	6,444.18	2,613.82	71.14
101-43700-41500 GROUP INSURANCE	57,389	4,606.84	32,500.54	41,461.56	15,927.44	72.25
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	261,590	22,360.76	185,262.82	190,487.10	71,102.90	27.18
<u>CURRENT EXPENSES</u>						
101-43700-42200 PROFESSIONAL FEES/SERVIC	22,000	0.00	0.00	0.00	22,000.00	0.00
101-43700-42500 REPAIR & MAINTENANCE	3,000	0.00	5,881.59	1,813.94	1,186.06	60.46
101-43700-42510 HEADSTONE REPAIR & MAINT	1,000	0.00	2,800.00	0.00	1,000.00	0.00
101-43700-42600 SUPPLIES & MATERIALS	16,000	1,189.05	12,035.25	12,443.30	3,556.70	77.77
101-43700-42602 CHEMICALS	8,500	1,269.88	7,736.14	8,518.11	( 18.11)	100.21
101-43700-42603 WEED EATERS SUPPLIES	1,500	0.00	1,705.75	1,288.63	211.37	85.91
101-43700-42604 TREES, SOD & SEED	2,000	250.00	2,000.00	250.00	1,750.00	12.50
101-43700-42610 GAS & FUEL	10,000	1,348.34	6,510.86	4,808.31	5,191.69	48.08
101-43700-42650 UNIFORMS	500	0.00	203.37	165.00	335.00	33.00
101-43700-42690 CHANGE IN INVENTORY	0	0.00	0.00	0.00	0.00	0.00
101-43700-42700 TRAVEL, CONF. & DUES	500	142.00	566.76	367.00	133.00	73.40
101-43700-42800 UTILITIES	5,500	292.65	3,408.46	3,344.21	2,155.79	60.80
101-43700-42830 UTILITIES-WATER/SEWER	2,000	0.00	1,258.69	206.62	1,793.38	10.33
101-43700-42950 CREDIT CARD FEES	0	143.95	0.00	706.60	( 706.60)	0.00
101-43700-42999 REFUND OF FEES	<u>1,200</u>	<u>0.00</u>	<u>2,536.50</u>	<u>1,000.00</u>	<u>200.00</u>	<u>83.33</u>
TOTAL CURRENT EXPENSES	73,700	4,635.87	46,643.37	34,911.72	38,788.28	52.63
<u>CAPITAL OUTLAY</u>						
101-43700-43200 BUILDINGS	27,000	0.00	0.00	21,406.28	5,593.72	79.28
101-43700-43300 IMPROVEMENTS	19,000	0.00	0.00	0.00	19,000.00	0.00
101-43700-43400 MACHINERY & EQUIPMENT	<u>31,950</u>	<u>0.00</u>	<u>47,050.00</u>	<u>14,799.00</u>	<u>17,151.00</u>	<u>46.32</u>
TOTAL CAPITAL OUTLAY	77,950	0.00	47,050.00	36,205.28	41,744.72	53.55
TOTAL CEMETERY	413,240	26,996.63	278,956.19	261,604.10	151,635.90	36.69
=====						
TOTAL EXPENDITURES	413,240	26,996.63	278,956.19	261,604.10	151,635.90	36.69
=====						
REVENUE OVER/(UNDER) EXPENDITURES	( 274,840)	( 18,551.63)	( 194,212.50)	( 154,805.10)	( 120,034.90)	43.67
=====						

\*\*WARNING\*\* 2,240 RESTRICTED ACCOUNT(S) OMITTED FROM THIS REPORT

CITY OF MITCHELL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2025

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	554,200	69,103.44	617,466.49	725,865.99 (	171,665.99)	130.98
MISCELLANEOUS REVENUE	<u>16,500</u>	<u>718.75</u>	<u>11,702.44</u>	<u>13,466.05</u>	<u>3,033.95</u>	<u>81.61</u>
TOTAL REVENUES	570,700	69,822.19	629,168.93	739,332.04 (	168,632.04)	29.55-
<u>EXPENDITURE SUMMARY</u>						
<u>GOLF COURSE</u>						
OTHER	0	0.00	0.00	0.00	0.00	0.00
SALARIES	245,907	20,275.85	161,420.24	205,324.64	40,582.36	83.50
CURRENT EXPENSES	211,322	23,519.96	173,699.85	192,391.52	18,930.48	91.04
CAPITAL OUTLAY	<u>111,500</u>	<u>0.00</u>	<u>36,151.90</u>	<u>337,078.00</u>	<u>(225,578.00)</u>	<u>302.31</u>
TOTAL GOLF COURSE	<u>568,729</u>	<u>43,795.81</u>	<u>371,271.99</u>	<u>734,794.16</u>	<u>(166,065.16)</u>	<u>29.20-</u>
TOTAL EXPENDITURES	568,729	43,795.81	371,271.99	734,794.16 (	166,065.16)	29.20-
REVENUE OVER/(UNDER) EXPENDITURES	1,971	26,026.38	257,896.94	4,537.88 (	2,566.88)	130.23-
OTHER SOURCES	0	0.00	0.00	3,470.00 (	3,470.00)	0.00
OTHER USES	0	0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)	1,971	26,026.38	257,896.94	8,007.88 (	6,036.88)	0.00

CITY OF MITCHELL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2025

614-GOLF COURSE

REVENUES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YTD 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 &amp; SERVICES</u>						
614-3461 MEMBERSHIP FEES	166,000	6,894.91	170,105.97	197,097.17 (	31,097.17)	118.73
614-3462 RANGE MEMBERSHIP	23,000	550.37	23,435.38	26,680.81 (	3,680.81)	116.00
614-34620 RANGE BALLS	23,000	4,920.90	30,478.44	39,917.27 (	16,917.27)	173.55
614-34622 ADULT GREEN FEES	120,000	20,273.08	135,638.03	145,512.67 (	25,512.67)	121.26
614-34623 ADULT 9/18 SPLIT	0	0.00	0.00	0.00	0.00	0.00
614-34626 PUNCH CARDS	17,000	0.00	17,341.40	16,492.48	507.52	97.01
614-3463 ELECTRIC CART & STORAGE FEE	21,000	1,944.19	9,530.94	10,163.74	10,836.26	48.40
614-34630 1.5% TOURISM TAX~RANGE BALLS	300	73.82	457.16	604.64 (	304.64)	201.55
614-34631 CART RENTAL	135,000	21,576.52	178,579.09	219,923.35 (	84,923.35)	162.91
614-34632 LAWN BOWLING MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
614-3464 ANNUAL TRAIL FEES	18,000	242.30	16,606.28	15,894.41	2,105.59	88.30
614-34641 LOCKER FEE	1,200	0.00	922.83	856.89	343.11	71.41
614-3465 TOURNAMENT SPONSOR FEE	24,000	12,429.95	28,575.17	46,451.81 (	22,451.81)	193.55
614-3466 MISC/GAS/PROG/CLUBHOUSE	1,700	197.40	1,634.64	1,250.75	449.25	73.57
614-3467 ADVERTISING REVENUE (NO TAX)	4,000	0.00	4,161.16	5,020.00 (	1,020.00)	125.50
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	554,200	69,103.44	617,466.49	725,865.99 (	171,665.99)	30.98-
<u>MISCELLANEOUS REVENUE</u>						
614-367 CONTRIBUTION FR PRIVATE SOURCE	0	0.00	116.18	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>12,000</u>	<u>718.75</u>	<u>11,586.26</u>	<u>13,466.05</u> (	<u>1,466.05</u> )	<u>112.22</u>
TOTAL MISCELLANEOUS REVENUE	16,500	718.75	11,702.44	13,466.05	3,033.95	18.39
TOTAL REVENUE	570,700	69,822.19	629,168.93	739,332.04 (	168,632.04)	29.55-

CITY OF MITCHELL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2025

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	112,122	8,608.74	77,510.10	81,783.04	30,338.96	72.94
614-45250-41110 OVERTIME	1,000	74.55	1,356.49	605.60	394.40	60.56
614-45250-41120 PART-TIME	67,136	5,481.99	43,397.64	66,059.67	1,076.33	98.40
614-45250-41200 SOCIAL SECURITY/MEDICARE	13,790	1,004.91	8,895.48	10,650.21	3,139.79	77.23
614-45250-41300 RETIREMENT	6,787	516.54	4,683.83	4,924.04	1,862.96	72.55
614-45250-41500 GROUP INSURANCE	45,072	4,589.12	25,576.70	41,302.08	3,769.92	91.64
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	245,907	20,275.85	161,420.24	205,324.64	40,582.36	16.50
<u>CURRENT EXPENSES</u>						
614-45250-42100 INSURANCE	12,000	0.00	11,436.40	13,032.46 (	1,032.46)	108.60
614-45250-42200 GOLF PRO CONTRACT	73,840	10,635.40	69,702.00	80,053.88 (	6,213.88)	108.42
614-45250-42250 PROFESSIONAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
614-45250-42300 PUBLISHING	2,000	350.00	1,580.25	1,990.30	9.70	99.52
614-45250-42400 RENTALS	3,000	750.00	0.00	950.00	2,050.00	31.67
614-45250-42500 REPAIR & MAINTENANCE	12,000	951.60	7,792.33	4,968.60	7,031.40	41.41
614-45250-42600 SUPPLIES & MATERIALS	25,000	222.07	24,560.88	24,537.94	462.06	98.15
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	22,625.49	25,157.81 (	157.81)	100.63
614-45250-42603 SAND/GOLF COURSE	6,000	0.00	1,668.47	1,740.41	4,259.59	29.01
614-45250-42604 TREES & SOD	2,500	152.00	1,080.24	1,027.00	1,473.00	41.08
614-45250-42610 GAS & FUEL	15,000	3,201.42	12,193.76	12,105.92	2,894.08	80.71
614-45250-42650 UNIFORMS	500	0.00	125.97	39.99	460.01	8.00
614-45250-42690 CHANGE IN INVENTORY	0	0.00	0.00	0.00	0.00	0.00
614-45250-42700 TRAVEL, CONF. & DUES	2,950	388.00	1,420.86	2,949.26	0.74	99.97
614-45250-42800 UTILITIES	20,180	3,413.21	11,807.51	15,430.33	4,749.67	76.46
614-45250-42830 UTILITIES-WATER/SEWER	3,218	0.00	1,851.17	796.82	2,421.18	24.76
614-45250-42920 COMPUTER SOFTWARE	7,834	3,089.79	4,830.91	6,800.04	1,033.96	86.80
614-45250-42931 SALES TAX	300	86.47	403.61	530.76 (	230.76)	176.92
614-45250-42940 LIABILITY CLAIM	0	0.00	0.00	0.00	0.00	0.00
614-45250-42999 REFUNDS	<u>0</u>	<u>280.00</u>	<u>620.00</u>	<u>280.00 (</u>	<u>280.00)</u>	<u>0.00</u>
TOTAL CURRENT EXPENSES	211,322	23,519.96	173,699.85	192,391.52	18,930.48	8.96

CITY OF MITCHELL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2025

614-GOLF COURSE  
 GOLF COURSE

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR YTD ACTUAL	CURRENT YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>CAPITAL OUTLAY</u>						
614-45250-43200 BUILDINGS	0	0.00	0.00	0.00	0.00	0.00
614-45250-43300 IMPROVEMENTS	20,000	0.00	1,151.90	0.00	20,000.00	0.00
614-45250-43400 MACHINERY & EQUIPMENT	<u>91,500</u>	<u>0.00</u>	<u>35,000.00</u>	<u>337,078.00</u>	( <u>245,578.00</u> )	<u>368.39</u>
TOTAL CAPITAL OUTLAY	111,500	0.00	36,151.90	337,078.00	( 225,578.00 )	202.31-
TOTAL GOLF COURSE	568,729	43,795.81	371,271.99	734,794.16	( 166,065.16 )	29.20-
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TOTAL EXPENDITURES	568,729	43,795.81	371,271.99	734,794.16	( 166,065.16 )	29.20-

REVENUE OVER/(UNDER) EXPENDITURES	1,971	26,026.38	257,896.94	4,537.88	( 2,566.88 )	130.23-
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<u>OTHER FINANCING SOURCES</u>						
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>3,470.00</u>	( <u>3,470.00</u> )	<u>0.00</u>
TOTAL OTHER FINANCING SOURCES	0	0.00	0.00	3,470.00	( 3,470.00 )	0.00

<u>OTHER FINANCING USES</u>						
614-49000-51100 TRANSFER OUT TO GENERAL	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER USES	0	0.00	0.00	0.00	0.00	0.00

REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)	1,971	26,026.38	257,896.94	8,007.88	( 6,036.88 )	306.29-
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## September/October Lakeview Golf Course Clubhouse Report

- August, September and October were and are busy months with plenty of play and a lot activities/events going on. High school and college golf practice started in August and through September and are into October practicing and playing. Member play and public play has been consistent with the nice weather.
- Junior Golf activity and junior golfers out at Lakeview has increased with a ton of more junior golfers and families playing. The addition of the First Tee Junior Program was great for Lakeview and for the increase in the number of juniors playing and practicing golf
- High School Boys Golf and DWU Men's and Women's Golf Team start practice on Monday, August 11<sup>th</sup>
- Events that were in September
  - MHS Boys Marchand Cup – Tuesday, September 2<sup>nd</sup>
  - Parkston HS Varsity Invite – Friday, September 5<sup>th</sup>
  - Doorn/Zens Family Reunion Golf Outing – Saturday, September 6<sup>th</sup>
  - MHS Boys JV ESD Meet – Monday, September 15<sup>th</sup>
  - Pork Producers Fundraiser – Wednesday, September 17<sup>th</sup>
  - MHS Boys Varsity Invite – Friday, September 19<sup>th</sup>
  - GPS Senior Men' Tournament – Tuesday, September 23<sup>rd</sup>
  - DWU Baseball Fundraiser – Saturday, September 27<sup>th</sup>
  - Tim Smith 27 Hole Shootout – Sunday, September 28<sup>th</sup>
  - Region 3A Boys Tournament – Monday, September 29<sup>th</sup>
- State Events in the upcoming years at Lakeview Golf Course
  - 2026
    - SDGA State Mid Am Championship – June 6<sup>th</sup> & 7<sup>th</sup>
    - SDHSAA State A Boys Golf Championship – October 4<sup>th</sup> & 5<sup>th</sup>
  - 2027
    - SDGA State Two Woman Championship – June 12<sup>th</sup> & 13<sup>th</sup>
  - 2028
    - SDHSAA State B Boys/Girls Golf Championship – June 5<sup>th</sup> & 6<sup>th</sup>
  - 2029
    - SDHSAA State AA Girls Golf Championship – June 4<sup>th</sup> & 5<sup>th</sup>

Thanks,

Eric Hieb

## 2025 Rounds Played & Membership Numbers

### Rounds

Total Rounds Played in 2023 = 25,416  
Total Rounds Played in 2024 = 37,155  
2025 Month of September Rounds = 5,100  
Total Rounds Played Through September 2025 = 36,940

### 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: 168  
Couples: 102  
College: 23  
Student: 43  
Family: 349  
Total: 685

#### 2025 Numbers

Single: 203  
Couples: 104  
College: 27  
Student: 41  
Family: 371  
Total: 746

Single Range Passes: 71 (74 in 2024)

Family Range Passes: 58 (39 in 2024)

**New Members: 93**

#### Punch cards:

- 18 without Cart (9 Holes)
- 49 with Cart (9 Holes)
- 9 without Cart (18 Holes)
- 7 with Cart (18 Holes)

# Golf and Cemetery Board

4:00 PM

October 16<sup>th</sup>

## Community Gardens

- We will push the mandatory clean out time to Monday the 20<sup>th</sup> since weather has stayed warm.

## Cemetery

- Bike trail has started.
  - Trees will be planted on south and west side of trail this fall.
  - The other side will be next fall.
  - We will dormant seed after dirt work is completed.
- Columbarium for serviceman's cemetery will be installed 1<sup>st</sup> part of November.
- Bathroom is moving forward with start date not determined yet.
  - May not happen until spring.
- Calvary cemetery is doing some concrete projects.
- Marked trees for removal

## Golf

- Aerification of greens last week.
- Spraying for weeds this week.
- Aerification of tees this week.
- There are no more events this year.
- Recall work on rental carts.
- Warranty work on rental carts.
  - Seat cracking is prorated.
- Mowing is starting to slow down.
- Play has been good for October.
- Marked trees for removal.

Golf & Cemetery Superintendent

Jason Gunnare