

**CITY OF BROKEN BOW
PARK BOARD AGENDA
April 6, 2020 @ 5:10 P.M.**

The format of this meeting is by conference call. The meeting is being conducted in this manner in order to comply with social distancing guidelines due to the COVID-19 outbreak and intended to follow the authorization of Executive Order No. 20-03 issued by Governor Ricketts on March 17, 2020.

Teleconference Call Information: Please dial 301-715-8592 and enter the Meeting ID 411 002 626

A. Call to Order

B. Roll Call

C. Open Meeting Law: This is an open meeting of the Broken Bow Park Board. The City of Broken Bow abides by the Open Meetings Act in conducting business.

D. Consent Agenda

- a. Approval of March 2, 2020 Minutes
- b. Park & Pool Financials

E. New Business:

- a. Park Board Positions
- b. Sand Volleyball Court
- c. Park Update

F. Adjournment

**Broken Bow Park Board
Meeting Minutes
March 2, 2020**

The meeting of the Broken Bow Park Board was called to order March 2, 2020 in the Council Chambers. Notice of the meeting was given in advance thereof as required by law. Availability of the agenda and related materials were communicated in advance to the members of the Park Board. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Paul Holland called the meeting to order at 5:10 p.m. with the following Board Members present: Pat Powers, Pam Schweitzer, Ryan Vonderohe, and Paul Holland. Absent: Nikki Altig, Jeff Oeltjen, and Stephanie Evans. It was announced that the Open Meetings Act was posted.

Moved by Vonderohe, seconded by Powers, to approve the February 3, 2020 meeting minutes. The motion passed unanimously.

Moved by Vonderohe, seconded by Schweitzer, to approve putting the temporary bathroom on the north side of the Square where the water and sewer lines are located. The motion passed unanimously. This will go to the City Council for final approval.

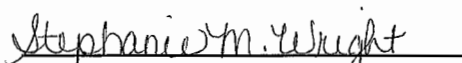
Moved by Vonderohe, seconded by Powers, to approve the DYO running the concession stand at Melham. The motion passed unanimously.

Darren asked the Board members whose terms are up to fill out an application if they are still interested in being on the Board.

Darren discussed the sand volleyball courts at Melham. The idea of one or two courts was discussed. Darren will stake out the location that he thinks would be the best place for the volleyball courts. This will be discussed further at the next meeting.

Darren gave a Park Update. They are starting to do lifeguard interviews. They will work on the picnic shelter as weather permits. They are pruning trees and doing some work on garage doors at the Park building. Darren is going to start looking for seasonal help. He would like to have a total of three workers. They are waiting on the concrete for the Tomahawk bathroom. They took down the yellow protectors on some of the ballfield fences and are working on putting the new ones on the fence.

The meeting was adjourned at 5:53 p.m. The next regular meeting will be on Monday, April 6, 2020 at 5:10 p.m. in the Council Chambers.


Stephanie M. Wright, City Clerk

City of Broken Bow

| Account | Account Name | Fiscal Year 19 - 20 | | | Budget | | | Fiscal Year 18 - 19 | |
|----------------------|--------------------------|---------------------|-----------------|----------------|-----------------|------------------|------------------|---------------------|------------------|
| | | Current | Year To Date | %Used | Current | Total | Remaining | Year To Date | Total |
| Revenue | | | | | | | | | |
| Park | | | | | | | | | |
| 09-2408.00 | Miscellaneous Income | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 09-2425.00 | Park Rental Fees | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 160.00 |
| 09-2426.00 | Tennis Center Fees | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| 09-2426.10 | RV Park Rental Fees | 0.00 | 12,077.40 | 52.51 % | 1,917.00 | 23,000.00 | 10,922.60 | 14,389.94 | 35,329.01 |
| 09-2426.20 | RV Park Rental Sales Tax | 0.00 | (1,487.74) | 0.00 % | 0.00 | 0.00 | 1,487.74 | (1,245.21) | 220.49 |
| 09-2426.30 | RV Park Lodging Tax | 0.00 | (921.35) | 0.00 % | 0.00 | 0.00 | 921.35 | (543.63) | (66.40) |
| TOTAL Revenue | | 0.00 | 9,668.31 | 42.04 % | 1,917.00 | 23,000.00 | 13,331.69 | 12,601.10 | 35,653.10 |

| | | | | | | | | | |
|----------------------|-------------------------------|------------------|-------------------|----------------|------------------|-------------------|-------------------|-------------------|-------------------|
| Expense | | | | | | | | | |
| Park | | | | | | | | | |
| 09-3101.00 | Salaries | 9,708.00 | 88,698.51 | 59.13 % | 12,500.00 | 150,000.00 | 61,301.49 | 67,866.08 | 139,078.10 |
| 09-3102.00 | FICA/Medicare | 702.39 | 6,630.73 | 57.66 % | 958.00 | 11,500.00 | 4,869.27 | 5,094.96 | 10,476.75 |
| 09-3103.00 | Pension | 178.44 | 3,596.30 | 48.27 % | 621.00 | 7,450.00 | 3,853.70 | 3,632.03 | 6,878.36 |
| 09-3104.00 | Health Insurance | 2,965.97 | 13,838.88 | 41.00 % | 2,812.00 | 33,750.00 | 19,911.12 | 11,350.21 | 20,129.62 |
| 09-3205.00 | Travel & Meeting Expense | 0.00 | 0.00 | 0.00 % | 17.00 | 200.00 | 200.00 | 88.40 | 118.40 |
| 09-3206.00 | Association Dues | 0.00 | 0.00 | 0.00 % | 8.00 | 100.00 | 100.00 | 0.00 | 0.00 |
| 09-3209.00 | Printing & Publication | 0.00 | 348.00 | 69.60 % | 42.00 | 500.00 | 152.00 | 0.00 | 751.50 |
| 09-3216.00 | Copier Maint/Expense | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 09-3219.00 | Trash Removal | 49.30 | 295.80 | 47.33 % | 52.00 | 625.00 | 329.20 | 295.80 | 618.80 |
| 09-3220.00 | Utilities | 2,411.29 | 14,110.13 | 47.03 % | 2,500.00 | 30,000.00 | 15,889.87 | 13,555.99 | 26,894.85 |
| 09-3221.00 | Telephone/Internet | 102.34 | 617.56 | 36.33 % | 142.00 | 1,700.00 | 1,082.44 | 686.58 | 1,309.92 |
| 09-3222.00 | Miscellaneous Expense | 0.00 | 98.89 | 49.44 % | 17.00 | 200.00 | 101.11 | 0.00 | 0.00 |
| 09-3223.00 | Supplies & Postage | 0.00 | 0.00 | 0.00 % | 42.00 | 500.00 | 500.00 | 78.06 | 887.32 |
| 09-3225.00 | Gas and Oil | 0.00 | 2,156.40 | 25.37 % | 708.00 | 8,500.00 | 6,343.60 | 3,366.05 | 10,367.36 |
| 09-3310.00 | Maint/Repair Equipment | 95.98 | 3,488.24 | 34.88 % | 833.00 | 10,000.00 | 6,511.76 | 4,189.14 | 22,545.85 |
| 09-3311.00 | Maintenance & Repair Bldg | 945.92 | 2,004.12 | 33.40 % | 500.00 | 6,000.00 | 3,995.88 | 526.61 | 4,375.84 |
| 09-3339.00 | Maintenance/Repair Grounds | 12.00 | 3,388.66 | 7.53 % | 3,750.00 | 45,000.00 | 41,611.34 | 6,447.15 | 44,684.63 |
| 09-3351.00 | Equipment Rental | 0.00 | 0.00 | 0.00 % | 25.00 | 300.00 | 300.00 | 0.00 | 0.00 |
| 09-3352.00 | Tools/Shop Equipment | 0.00 | 0.00 | 0.00 % | 100.00 | 1,200.00 | 1,200.00 | 13.39 | 247.37 |
| 09-3353.00 | Trees & Shrubs | 0.00 | 0.00 | 0.00 % | 167.00 | 2,000.00 | 2,000.00 | 150.95 | 1,665.05 |
| 09-3410.00 | Equipment Purchases | 216.51 | 15,608.28 | 55.74 % | 2,333.00 | 28,000.00 | 12,391.72 | 3,898.68 | 24,606.96 |
| 09-3410.01 | Safety Equipment | 0.00 | 138.01 | 15.33 % | 75.00 | 900.00 | 761.99 | 0.00 | 110.72 |
| 09-3420.00 | Sinking Fund/Future Purchases | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 09-3427.00 | Underground Sprinklers | 0.00 | 0.00 | 0.00 % | 417.00 | 5,000.00 | 5,000.00 | 620.92 | 4,697.44 |
| 09-3428.00 | Playground Equipment | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 15,000.00 | 15,000.00 |
| 09-3429.00 | Melham Playground Equipment | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 09-3430.00 | Melham Lake | 0.00 | 976.92 | 48.85 % | 167.00 | 2,000.00 | 1,023.08 | 0.00 | 118.78 |
| TOTAL Expense | | 17,388.14 | 155,995.43 | 45.16 % | 28,786.00 | 345,425.00 | 189,429.57 | 136,861.00 | 335,563.62 |

PROFIT / (LOSS) :

| | | | | | | |
|-------------|--------------|-------------|--------------|--------------|--------------|--------------|
| (17,388.14) | (146,327.12) | (26,869.00) | (322,425.00) | (176,097.88) | (124,259.90) | (299,910.52) |
|-------------|--------------|-------------|--------------|--------------|--------------|--------------|

City of Broken Bow

| Account | Account Name | Fiscal Year 19 - 20 | | | Budget | | | Fiscal Year 18 - 19 | |
|--------------------------|-------------------------------|---------------------|-------------------|----------------|-------------------|---------------------|--------------------|---------------------|--------------------|
| | | Current | Year To Date | %Used | Current | Total | Remaining | Year To Date | Total |
| Revenue | | | | | | | | | |
| Swimming Pool | | | | | | | | | |
| 10-2427.00 | Admissions | 0.00 | (1,938.35) | -7.46 % | 2,167.00 | 26,000.00 | 27,938.35 | (2,268.91) | 25,421.84 |
| 10-2428.00 | Concessions | 0.00 | (368.63) | -46.08 % | 67.00 | 800.00 | 1,168.63 | (141.35) | 5,124.79 |
| 10-2429.00 | Red Cross Lessons | 0.00 | 0.00 | 0.00 % | 375.00 | 4,500.00 | 4,500.00 | 0.00 | 6,265.00 |
| TOTAL Revenue | | 0.00 | (2,306.98) | -7.37 % | 2,609.00 | 31,300.00 | 33,606.98 | (2,410.26) | 36,811.63 |
| Expense | | | | | | | | | |
| Swimming Pool | | | | | | | | | |
| 10-3101.00 | Salaries | 113.75 | 113.75 | 0.17 % | 5,583.00 | 67,000.00 | 66,886.25 | 0.00 | 58,048.58 |
| 10-3102.00 | FICA/Medicare | 8.70 | 8.70 | 0.17 % | 427.00 | 5,125.00 | 5,116.30 | 0.00 | 4,440.76 |
| 10-3103.00 | Pension | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3104.00 | Health Insurance | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3205.00 | Travel & Meeting Expense | 0.00 | 0.00 | 0.00 % | 21.00 | 250.00 | 250.00 | 0.00 | 75.40 |
| 10-3206.00 | Association Dues | 0.00 | 40.00 | 40.00 % | 8.00 | 100.00 | 60.00 | 40.00 | 40.00 |
| 10-3206.10 | Credit Card/POS Service Fees | 0.00 | 0.47 | 0.03 % | 150.00 | 1,800.00 | 1,799.53 | 0.57 | 1,801.94 |
| 10-3209.00 | Printing & Publication | 63.40 | 63.40 | 8.45 % | 62.00 | 750.00 | 686.60 | 0.00 | 435.00 |
| 10-3216.00 | Copier Maint/Expense | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3219.00 | Trash Removal | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 90.00 |
| 10-3220.00 | Utilities | 50.05 | 1,236.71 | 9.16 % | 1,125.00 | 13,500.00 | 12,263.29 | 1,187.28 | 12,335.71 |
| 10-3221.00 | Telephone/Internet | 51.24 | 360.65 | 30.05 % | 100.00 | 1,200.00 | 839.35 | 382.28 | 1,432.04 |
| 10-3222.00 | Miscellaneous Expense | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3223.00 | Supplies & Postage | 40.00 | 40.00 | 1.00 % | 333.00 | 4,000.00 | 3,960.00 | 75.01 | 3,294.24 |
| 10-3310.00 | Maint/Repair Equipment | 0.00 | 3,278.00 | 65.56 % | 417.00 | 5,000.00 | 1,722.00 | 0.00 | 740.62 |
| 10-3311.00 | Maintenance & Repair Bldg | 0.00 | 155.64 | 3.11 % | 417.00 | 5,000.00 | 4,844.36 | 3,690.06 | 20,792.53 |
| 10-3339.00 | Maintenance/Repair Grounds | 0.00 | 745.35 | 8.28 % | 750.00 | 9,000.00 | 8,254.65 | 890.21 | 6,104.74 |
| 10-3343.00 | Consulting Fees | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3356.00 | General Main/Repair | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3357.00 | Maintenance/Repair Pool | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3358.00 | Maintenance/Repair Diving Brd | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3359.00 | Red Cross Training | 0.00 | 0.00 | 0.00 % | 208.00 | 2,500.00 | 2,500.00 | 360.00 | 1,340.49 |
| 10-3410.00 | Equipment Purchases | 0.00 | 0.00 | 0.00 % | 417.00 | 5,000.00 | 5,000.00 | 0.00 | 847.23 |
| 10-3420.00 | Sinking Fund/Future Purchases | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3431.00 | Pool & Bldg Renovations | 0.00 | 0.00 | 0.00 % | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3432.00 | Pool Chemicals | 0.00 | 0.00 | 0.00 % | 1,250.00 | 15,000.00 | 15,000.00 | 0.00 | 8,636.73 |
| TOTAL Expense | | 327.14 | 6,042.67 | 4.47 % | 11,268.00 | 135,225.00 | 129,182.33 | 6,625.41 | 120,456.01 |
| PROFIT / (LOSS) : | | (327.14) | (8,349.65) | | (8,659.00) | (103,925.00) | (95,575.35) | (9,035.67) | (83,644.38) |

City of Broken Bow

| Account | Account Name | Fiscal Year 19 - 20 | | | Budget | | | Fiscal Year 18 - 19 | |
|---------|--------------|---------------------|--------------|-------|---------|-------|-----------|---------------------|-------|
| | | Current | Year To Date | %Used | Current | Total | Remaining | Year To Date | Total |

Date Range : 3/1/2020 To 3/31/2020
Report is for 09-0990.00 through 10-3432.00.
Only Active accounts are included.
Report order = fund
Transaction Source Code = Include All



N E B R A S K A

Rooted. But Not Standing Still.

Application for Appointment

The purpose of this form is to obtain general information for use in the nomination and confirmation process for appointments by the Mayor and to assist the Mayor in making inquiries concerning the qualifications of applicants for appointment. If you have recently prepared a biography or resume, please attach it to this form.

Please complete this form and return it to: City Clerk, PO Box 504, Broken Bow, NE 68822. Fax (308) 872-6885

Name: Pam Schweitzer

Home Address: 828 So 7th

Home Telephone: 308 870.3908

Email Address (Optional): randypam83@yahoo.com

Employer: B.D

Business Telephone: _____

Are you a qualified elector of Broken Bow? yes

Why do you want to serve on this board?

I have been on the Parks Board for over 1yr + have been involved in watching our parks grow + be the best they can be. I would like the opportunity to serve another term.

Do you have any conflict of interests in serving on this board? (if yes, please explain)

Yes No

Please mark the Boards and Commissions you are interested in serving on:

- City Council Park Board Planning Commission
- Library Board Board of Adjustment Housing Authority
- Board of Public Works Community Redevelopment Association (CRA)

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Please complete this form and return it to: City Clerk, PO Box 504, Broken Bow, NE 68822. Fax (308) 872-6885

Name: Patrick J Powers

Home Address: 524 W 12th Ave

Home Telephone: 308-870-3670

Email Address (Optional): _____

Employer: None

Business Telephone: _____

Are you a qualified elector of Broken Bow? Yes

Why do you want to serve on this board?

I like The City Parks and want The Best
For our Park's

Do you have any conflict of interests in serving on this board? (if yes, please explain)

Yes No

Please mark the Boards and Commissions you are interested in serving on:

City Council Park Board Planning Commission

Library Board Board of Adjustment Housing Authority

Board of Public Works Community Redevelopment Association (CRA)



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Please complete this form and return it to: City Clerk, PO Box 504, Broken Bow, NE 68822. Fax (308) 872-6885

Name: Russ Smith

Home Address: 739 Memorial Dr. Broken Bow

Home Telephone: 870-3904

Email Address (Optional): _____

Employer: B-D

Business Telephone: 872 6811

Are you a qualified elector of Broken Bow? YES

Why do you want to serve on this board?

I SERVE ON THE DYD BOARD NOW, SO I WOULD LIKE TO SHARE INFORMATION BETWEEN THE TWO BOARDS.

Do you have any conflict of interests in serving on this board? (if yes, please explain)

Yes No

Please mark the Boards and Commissions you are interested in serving on:

- City Council Park Board Planning Commission
- Library Board Board of Adjustment Housing Authority
- Board of Public Works Community Redevelopment Association (CRA)