

**CITY OF BROKEN BOW
PARK BOARD AGENDA
June 1, 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 895 2991 1524

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 May 4, 2020 Minutes
- b. Park & Pool Financials

E. New Business:

- a. Park Update

F. Adjournment

**Broken Bow Park Board
Meeting Minutes
May 4, 2020**

The meeting of the Broken Bow Park Board was called to order May 4, 2020 by teleconference. 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 5:13 p.m. with the following Board Members present: Pat Powers, Pam Schweitzer, Russ Smith, Nikki Altig, Jeff Oeltjen, and Paul Holland. Absent: Ryan Vonderohe. It was announced that the City of Broken Bow abides by the Open Meetings Act.

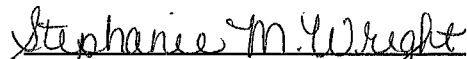
Moved by Holland, seconded by Schweitzer, to approve the April 6, 2020 meeting minutes. The motion passed unanimously.

Paul Holland and Pat Powers were nominated for the Chairperson. Paul Holland was approved as the Chairperson by a 5-1 vote. Pat Powers and Jeff Oeltjen were nominated for the Vice-Chairperson. Pat Powers was approved as the Vice-Chairperson by a 5-1 vote.

The sand volleyball courts at Melham were discussed. Moved by Holland, seconded by Powers, to place one sand volleyball court on the north end of the multipurpose field. Voting aye: Holland, Powers, Smith, Altig, and Oeltjen. Voting nay: Schweitzer. Motion carried.

Darren gave a Park Update. They are finishing the Tomahawk Park bathroom, mowing, spraying, weeding flower beds, working on the picnic shelter, and getting the shelter area done. The RV park will open again on Friday, May 9, 2020, but the bathrooms at Tomahawk Park will not open. The opening of the swimming pool was discussed at the Council meeting. It is not likely that it will open so Darren is going to run the pumps with some oil to make sure they stay lubed.

The meeting was adjourned at 5:49 p.m. The next regular meeting will be on Monday, June 1, 2020.


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	10.00	160.00
09-2426.00	Tennis Center Fees	0.00	0.00	0.00 %	0.00	0.00	0.00	10.00	10.00
09-2426.10	RV Park Rental Fees	0.00	14,174.54	61.63 %	1,917.00	23,000.00	8,825.46	19,388.99	35,329.01
09-2426.20	RV Park Rental Sales Tax	0.00	(1,340.94)	0.00 %	0.00	0.00	1,340.94	(895.28)	220.49
09-2426.30	RV Park Lodging Tax	0.00	(905.29)	0.00 %	0.00	0.00	905.29	(452.61)	(66.40)
TOTAL Revenue		0.00	11,928.31	51.86 %	1,917.00	23,000.00	11,071.69	18,061.10	35,653.10

Expense									
Park									
09-3101.00	Salaries	11,596.70	114,512.18	76.34 %	12,500.00	150,000.00	35,487.82	94,237.57	139,078.10
09-3102.00	FICA/Medicare	846.89	8,522.82	74.11 %	958.00	11,500.00	2,977.18	7,090.40	10,476.75
09-3103.00	Pension	186.20	4,061.80	54.52 %	621.00	7,450.00	3,388.20	4,965.35	6,878.36
09-3104.00	Health Insurance	0.00	16,384.05	48.55 %	2,812.00	33,750.00	17,365.95	15,340.87	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	394.40	63.10 %	52.00	625.00	230.60	394.40	618.80
09-3220.00	Utilities	2,073.17	18,448.61	61.50 %	2,500.00	30,000.00	11,551.39	17,871.03	26,894.85
09-3221.00	Telephone/Internet	98.32	818.33	48.14 %	142.00	1,700.00	881.67	901.38	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	55.21	55.21	11.04 %	42.00	500.00	444.79	78.06	887.32
09-3225.00	Gas and Oil	265.64	2,999.29	35.29 %	708.00	8,500.00	5,500.71	4,202.99	10,367.36
09-3310.00	Maint/Repair Equipment	962.03	6,947.97	69.48 %	833.00	10,000.00	3,052.03	4,904.18	22,545.85
09-3311.00	Maintenance & Repair Bldg	690.39	6,406.51	106.78 %	500.00	6,000.00	(406.51)	3,398.58	4,375.84
09-3339.00	Maintenance/Repair Grounds	3,905.55	7,766.55	17.26 %	3,750.00	45,000.00	37,233.45	11,265.33	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	308.07	25.67 %	100.00	1,200.00	891.93	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	16,041.30	57.29 %	2,333.00	28,000.00	11,958.70	4,331.70	24,606.96
09-3410.01	Safety Equipment	0.00	219.26	24.36 %	75.00	900.00	680.74	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	854.14	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	118.78	118.78
TOTAL Expense		20,945.91	205,310.16	59.44 %	28,786.00	345,425.00	140,114.84	185,207.50	335,563.62

PROFIT / (LOSS) :

(20,945.91)	(193,381.85)	(26,869.00)	(322,425.00)	(129,043.15)	(167,146.40)	(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	(1,703.91)	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	2,000.00	6,265.00
TOTAL Revenue		0.00	(2,306.98)	-7.37 %	2,609.00	31,300.00	33,606.98	154.74	36,811.63
Expense									
Swimming Pool									
10-3101.00	Salaries	0.00	113.75	0.17 %	5,583.00	67,000.00	66,886.25	2,884.24	58,048.58
10-3102.00	FICA/Medicare	0.00	8.70	0.17 %	427.00	5,125.00	5,116.30	220.59	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	75.40	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	1,223.57	1,801.94
10-3209.00	Printing & Publication	0.00	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	1,340.58	9.93 %	1,125.00	13,500.00	12,159.42	1,347.59	12,335.71
10-3221.00	Telephone/Internet	50.99	470.88	39.24 %	100.00	1,200.00	729.12	522.33	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	0.00	40.00	1.00 %	333.00	4,000.00	3,960.00	119.01	3,294.24
10-3310.00	Maint/Repair Equipment	0.00	7,659.00	153.18 %	417.00	5,000.00	(2,659.00)	463.00	740.62
10-3311.00	Maintenance & Repair Bldg	0.00	155.64	3.11 %	417.00	5,000.00	4,844.36	20,417.48	20,792.53
10-3339.00	Maintenance/Repair Grounds	0.00	745.35	8.28 %	750.00	9,000.00	8,254.65	3,044.02	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	300.00	12.00 %	208.00	2,500.00	2,200.00	532.49	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	358.53	8,636.73
TOTAL Expense		101.04	10,937.77	8.09 %	11,268.00	135,225.00	124,287.23	31,248.25	120,456.01
PROFIT / (LOSS) :		(101.04)	(13,244.75)		(8,659.00)	(103,925.00)	(90,680.25)	(31,093.51)	(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 : 5/1/2020 To 5/31/2020
Report is for 09-0990.00 through 10-3432.00.
Only Active accounts are included.
Report order = fund
Transaction Source Code = Include All