

**CITY OF BROKEN BOW
PARK BOARD AGENDA
May 4, 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 867 3795 6955

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 April 6, 2020 Minutes
- b. Park & Pool Financials

E. New Business:

- a. Election of Chairman & Vice-Chairman
- b. Sand Volleyball Court
- c. Park Update

F. Adjournment

**Broken Bow Park Board
Meeting Minutes
April 6, 2020**

The meeting of the Broken Bow Park Board was called to order April 6, 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 5:10 p.m. with the following Board Members present: Pat Powers, Pam Schweitzer, Ryan Vonderohe, Nikki Altig, Jeff Oeltjen, and Paul Holland. Absent: Stephanie Evans. It was announced that the City of Broken Bow abides by the Open Meetings Act.

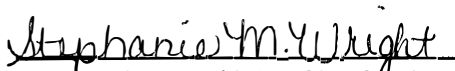
Moved by Oeltjen, seconded by Vonderohe, to approve the March 2, 2020 meeting minutes. The motion passed unanimously.

Moved by Oeltjen, seconded by Schweitzer, to recommend the appointments of Russ Smith, Pat Powers, and Pam Schweitzer to the Park Board for a term ending February 2023. The motion passed unanimously. This will go to the City Council for final approval.

The sand volleyball courts at Melham were discussed. Darren marked out the possible locations. The people who are interested and asking for the sand volleyball courts will be asked to attend the next meeting so they can explain to the Park Board their requests. This will be discussed further at the next meeting.

Darren gave a Park Update. They are finishing the Tomahawk Park bathroom. They are removing the thatch from the parks. The playgrounds are closed due to COVID 19.

The meeting was adjourned at 5:34 p.m. The next regular meeting will be on Monday, May 4, 2020 at 5:10 p.m. by teleconference.


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	2,097.14	14,174.54	61.63 %	1,917.00	23,000.00	8,825.46	14,389.94	35,329.01
09-2426.20	RV Park Rental Sales Tax	146.80	(1,340.94)	0.00 %	0.00	0.00	1,340.94	(1,245.21)	220.49
09-2426.30	RV Park Lodging Tax	16.06	(905.29)	0.00 %	0.00	0.00	905.29	(543.63)	(66.40)
TOTAL Revenue		2,260.00	11,928.31	51.86 %	1,917.00	23,000.00	11,071.69	12,601.10	35,653.10
Expense									
Park									
09-3101.00	Salaries	14,216.97	102,915.48	68.61 %	12,500.00	150,000.00	47,084.52	76,934.88	139,078.10
09-3102.00	FICA/Medicare	1,045.20	7,675.93	66.75 %	958.00	11,500.00	3,824.07	5,777.72	10,476.75
09-3103.00	Pension	279.30	3,875.60	52.02 %	621.00	7,450.00	3,574.40	4,130.83	6,878.36
09-3104.00	Health Insurance	2,545.17	16,384.05	48.55 %	2,812.00	33,750.00	17,365.95	13,345.54	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	345.10	55.22 %	52.00	625.00	279.90	345.10	618.80
09-3220.00	Utilities	2,265.31	16,375.44	54.58 %	2,500.00	30,000.00	13,624.56	16,068.02	26,894.85
09-3221.00	Telephone/Internet	102.45	720.01	42.35 %	142.00	1,700.00	979.99	801.55	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	577.25	2,733.65	32.16 %	708.00	8,500.00	5,766.35	3,521.66	10,367.36
09-3310.00	Maint/Repair Equipment	2,497.70	5,985.94	59.86 %	833.00	10,000.00	4,014.06	4,279.14	22,545.85
09-3311.00	Maintenance & Repair Bldg	3,712.00	5,716.12	95.27 %	500.00	6,000.00	283.88	2,385.56	4,375.84
09-3339.00	Maintenance/Repair Grounds	472.34	3,861.00	8.58 %	3,750.00	45,000.00	41,139.00	8,130.48	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	308.07	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	15,824.79	56.52 %	2,333.00	28,000.00	12,175.21	4,115.19	24,606.96
09-3410.01	Safety Equipment	81.25	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	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		28,368.82	184,364.25	53.37 %	28,786.00	345,425.00	161,060.75	155,787.39	335,563.62
PROFIT / (LOSS) :		(26,108.82)	(172,435.94)		(26,869.00)	(322,425.00)	(149,989.06)	(143,186.29)	(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	0.00	113.75	0.17 %	5,583.00	67,000.00	66,886.25	263.50	58,048.58
10-3102.00	FICA/Medicare	0.00	8.70	0.17 %	427.00	5,125.00	5,116.30	20.16	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	0.57	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	53.82	1,290.53	9.56 %	1,125.00	13,500.00	12,209.47	1,259.91	12,335.71
10-3221.00	Telephone/Internet	59.24	419.89	34.99 %	100.00	1,200.00	780.11	462.31	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	75.01	3,294.24
10-3310.00	Maint/Repair Equipment	4,381.00	7,659.00	153.18 %	417.00	5,000.00	(2,659.00)	0.00	740.62
10-3311.00	Maintenance & Repair Bldg	0.00	155.64	3.11 %	417.00	5,000.00	4,844.36	20,301.06	20,792.53
10-3339.00	Maintenance/Repair Grounds	0.00	745.35	8.28 %	750.00	9,000.00	8,254.65	899.82	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	300.00	300.00	12.00 %	208.00	2,500.00	2,200.00	417.00	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		4,794.06	10,836.73	8.01 %	11,268.00	135,225.00	124,388.27	23,814.74	120,456.01
PROFIT / (LOSS) :		(4,794.06)	(13,143.71)		(8,659.00)	(103,925.00)	(90,781.29)	(26,225.00)	(83,644.38)