



**CITY OF BROKEN BOW
PARK BOARD AGENDA
May 1, 2023 @ 5:10 P.M.
Municipal Auditorium
314 South 10th Avenue, Broken Bow, NE**

- A. Call to Order**
- B. Roll Call**
- C. Open Meeting Law:** A current copy of the Open Meetings Act is posted in this room and is available for review by all citizens in attendance.
- D. Approval of April 3, 2023, Minutes**
- E. Park and Pool Financials**
- F. Park Board Applications-** Kelvin Kreitman and Josh Page
- G. RV Park Discussion**
- H. Pickleball**
- I. Dog Park Discussion**
- J. Parking at Melham During Tournaments**
- K. Adjournment**

**Broken Bow Park Board
Meeting Minutes
April 3, 2023**

The meeting of the Broken Bow Park Board was called to order April 3, 2023, in the Broken Bow Municipal Building Auditorium. 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.

Chairman Pat Powers called the meeting to order at 5:10 p.m. with the following Board Members present: Pat Powers, Russ Smith, Ryan Vonderohe, and Jeff Oeltjen. Absent: None. It was announced that the Open Meetings Act was posted.

Moved by Vonderohe, seconded by Oeltjen, to approve the March 6, 2023, meeting minutes. The motion passed unanimously.

Moved by Vonderohe, seconded by Powers, to approve the park and pool financials. The motion passed unanimously.

The members of the Park Board were updated on the Board Appointments that were passed unanimously at the City of Broken Bow City Council meeting on March 14, 2023.

Moved by Oeltjen, seconded by Smith, to appoint Pat Powers as Park Board Chairman and Ryan Vonderohe as Vice Chairman of Park Board. The motion passed unanimously.

Overseer of Streets and Parks Darren Marten explained that the City is in need of more RV hookup sites as there are so many long term stay RVs at the current spot. A new location was discussed and Marten will be getting prices for surfaces and hookups for the next meeting. Marten also explained the need to raise the rates for the City's current RV location. Discussion was held. Moved by Oeltjen, seconded by Vonderohe to recommend to council to raise the RV rates to \$35 per night, \$500 per month from October 1st to March 31st, and \$650 per month from April 1st to September 30th, as well as remove the weekly rate. This recommendation will go into effect May 1, 2023, for incoming RVs and June 1, 2023, for the long term stay RVs currently in our RV Park. Roll call vote: Voting aye: Oeltjen, Vonderohe, Smith, and Powers. Nays: None. Motion passed.

City Council Member Paul Holland spoke to the Park Board about a pickleball court. Holland has been in contact with a few Parks entities and will be getting some prices together for the upcoming meeting. Location and surface options were discussed.

Park Board Chairman Pat Powers began the dog park discussion with suggesting talking to 4H groups in our community for help with maintenance. Discussions were also held on the dimensions. Powers tasked Marten with obtaining pricing for fencing options for the next meeting.

Holland discussed the need to ensure there are fire lanes in the parking lot of the Melham Sports Complex during tournaments. Marten suggested using concrete bunkers and roping to make lanes for

traffic and parking. This should ensure that there is always a fire lane in case of emergencies. Pricing will be discussed at the next meeting.

Moved by Oeltjen, seconded by Vonderohe, to adjourn the meeting at 6:23 p.m. The next regular meeting will be on Monday, May 1, 2023, at 5:10 p.m. in the Broken Bow Municipal Building Auditorium.

Megan N. Linn, Treasurer

City of Broken Bow

Account	Account Name	Fiscal Year 22 - 23			Budget			Fiscal Year 21 - 22		
		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	500.00	500.00	
09-2425.00	Park Rental Fees	20.00	20.00	20.00 %	100.00	100.00	80.00	290.00	290.00	
09-2426.00	Tennis Center Fees	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00	0.00	
09-2426.10	RV Park Rental Fees	15,095.19	15,095.19	43.13 %	35,000.00	35,000.00	19,904.81	48,092.01	48,092.01	
09-2426.20	RV Park Rental Sales Tax	(2,563.47)	(2,563.47)	0.00 %	0.00	0.00	2,563.47	958.87	958.87	
09-2426.30	RV Park Lodging Tax	(815.40)	(815.40)	0.00 %	0.00	0.00	815.40	(316.04)	(316.04)	
09-2430.01	Capital Improvements	0.00	0.00	0.00 %	0.00	0.00	0.00	65,100.00	65,100.00	
TOTAL Revenue		11,736.32	11,736.32	33.44 %	35,100.00	35,100.00	23,363.68	114,624.84	114,624.84	
Expense										
Park										
09-3101.00	Salaries	93,589.31	93,589.31	51.99 %	180,000.00	180,000.00	86,410.69	177,192.10	177,192.10	
09-3102.00	FICA/Medicare	6,785.73	6,785.73	50.26 %	13,500.00	13,500.00	6,714.27	12,887.51	12,887.51	
09-3103.00	Pension	3,906.40	3,906.40	60.10 %	6,500.00	6,500.00	2,593.60	6,390.45	6,390.45	
09-3104.00	Health Insurance	22,488.37	22,488.37	42.43 %	53,000.00	53,000.00	30,511.63	37,655.28	37,655.28	
09-3205.00	Training & Meeting Expense	1,076.35	1,076.35	86.11 %	1,250.00	1,250.00	173.65	0.00	0.00	
09-3209.00	Printing & Publication	0.00	0.00	0.00 %	500.00	500.00	500.00	0.00	0.00	
09-3219.00	Trash Removal	380.10	380.10	58.48 %	650.00	650.00	269.90	596.60	596.60	
09-3220.00	Utilities	20,393.94	20,393.94	71.56 %	28,500.00	28,500.00	8,106.06	28,333.07	28,333.07	
09-3221.00	Telephone/Internet	886.49	886.49	59.10 %	1,500.00	1,500.00	613.51	1,761.54	1,761.54	
09-3222.00	Miscellaneous Expense	208.08	208.08	104.04 %	200.00	200.00	(8.08)	71.83	71.83	
09-3223.00	Supplies & Postage	107.35	107.35	16.52 %	650.00	650.00	542.65	35.18	35.18	
09-3225.00	Gas and Oil	903.61	903.61	6.45 %	14,000.00	14,000.00	13,096.39	5,889.76	5,889.76	
09-3310.00	Maint/Repair Equipment	8,953.18	8,953.18	63.95 %	14,000.00	14,000.00	5,046.82	15,329.85	15,329.85	
09-3311.00	Maintenance & Repair Bldg	1,714.37	1,714.37	34.29 %	5,000.00	5,000.00	3,285.63	412.25	412.25	
09-3339.00	Maintenance/Repair Grounds	8,650.93	8,650.93	24.72 %	35,000.00	35,000.00	26,349.07	32,270.49	32,270.49	
09-3351.00	Equipment Rental	0.00	0.00	0.00 %	300.00	300.00	300.00	0.00	0.00	
09-3352.00	Tools/Shop Equipment	53.84	53.84	4.49 %	1,200.00	1,200.00	1,146.16	838.11	838.11	
09-3353.00	Trees & Shrubs	670.00	670.00	67.00 %	1,000.00	1,000.00	330.00	0.00	0.00	
09-3410.00	Equipment Purchases	1,298.43	1,298.43	3.71 %	35,000.00	35,000.00	33,701.57	22,542.32	22,542.32	
09-3410.01	Safety Equipment	1,261.11	1,261.11	63.06 %	2,000.00	2,000.00	738.89	1,538.15	1,538.15	
09-3427.00	Underground Sprinklers	1,386.18	1,386.18	46.21 %	3,000.00	3,000.00	1,613.82	3,787.12	3,787.12	
09-3428.00	Playground Equipment	0.00	0.00	0.00 %	500.00	500.00	500.00	0.00	0.00	
09-3430.00	Melham Lake	0.00	0.00	0.00 %	3,000.00	3,000.00	3,000.00	0.00	0.00	
09-3438.00	IT Expense	4,106.31	4,106.31	29.33 %	14,000.00	14,000.00	9,893.69	9,134.76	9,134.76	
TOTAL Expense		178,820.08	178,820.08	43.17 %	414,250.00	414,250.00	235,429.92	356,666.37	356,666.37	
PROFIT / (LOSS) :										
		(167,083.76)	(167,083.76)		(379,150.00)	(379,150.00)	(212,066.24)	(242,041.53)	(242,041.53)	

City of Broken Bow

Account	Account Name	Fiscal Year 22 - 23			Budget			Fiscal Year 21 - 22	
		Current	Year To Date	%Used	Current	Total	Remaining	Year To Date	Total
Revenue									
Swimming Pool									
10-2427.00	Admissions	(2,504.53)	(2,504.53)	-8.35 %	30,000.00	30,000.00	32,504.53	33,536.22	33,536.22
10-2428.00	Concessions	(425.39)	(425.39)	-10.63 %	4,000.00	4,000.00	4,425.39	4,427.68	4,427.68
10-2429.00	Red Cross Lessons	(60.00)	(60.00)	-0.80 %	7,500.00	7,500.00	7,560.00	9,125.00	9,125.00
TOTAL Revenue		(2,989.92)	(2,989.92)	-7.20 %	41,500.00	41,500.00	44,489.92	47,088.90	47,088.90
Expense									
Swimming Pool									
10-3101.00	Salaries	78.40	78.40	0.10 %	75,000.00	75,000.00	74,921.60	52,537.89	52,537.89
10-3102.00	FICA/Medicare	5.59	5.59	0.10 %	5,625.00	5,625.00	5,619.41	4,019.12	4,019.12
10-3103.00	Pension	4.70	4.70	0.00 %	0.00	0.00	(4.70)	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	Training & Meeting Expense	0.00	0.00	0.00 %	500.00	500.00	500.00	0.00	0.00
10-3206.10	Credit Card/POS Service Fees	0.00	0.00	0.00 %	2,500.00	2,500.00	2,500.00	2,722.02	2,722.02
10-3209.00	Printing & Publication	40.00	40.00	4.57 %	875.00	875.00	835.00	86.84	86.84
10-3220.00	Utilities	1,497.94	1,497.94	14.27 %	10,500.00	10,500.00	9,002.06	11,127.02	11,127.02
10-3221.00	Telephone/Internet	1,075.04	1,075.04	61.43 %	1,750.00	1,750.00	674.96	1,772.27	1,772.27
10-3223.00	Supplies & Postage	0.00	0.00	0.00 %	1,500.00	1,500.00	1,500.00	2,254.61	2,254.61
10-3310.00	Maint/Repair Equipment	0.00	0.00	0.00 %	6,000.00	6,000.00	6,000.00	3,493.09	3,493.09
10-3311.00	Maintenance & Repair Bldg	0.00	0.00	0.00 %	4,500.00	4,500.00	4,500.00	898.60	898.60
10-3339.00	Maintenance/Repair Grounds	1,057.33	1,057.33	26.43 %	4,000.00	4,000.00	2,942.67	1,240.43	1,240.43
10-3359.00	Red Cross Training	0.00	0.00	0.00 %	2,000.00	2,000.00	2,000.00	1,378.00	1,378.00
10-3410.00	Equipment Purchases	0.00	0.00	0.00 %	0.00	0.00	0.00	29.53	29.53
10-3432.00	Pool Chemicals	0.00	0.00	0.00 %	15,000.00	15,000.00	15,000.00	13,791.51	13,791.51
10-3438.00	IT Expense	0.00	0.00	0.00 %	300.00	300.00	300.00	0.00	0.00
TOTAL Expense		3,759.00	3,759.00	2.89 %	130,050.00	130,050.00	126,291.00	95,350.93	95,350.93
PROFIT / (LOSS) :									
		(6,748.92)	(6,748.92)		(88,550.00)	(88,550.00)	(81,801.08)	(48,262.03)	(48,262.03)

Date Range : 10/1/2022 To 9/30/2023
Report is for 09-0990.00 through 10-3438.00.
Only Active accounts are included.
Report order = fund
Transaction Source Code = Include All

BROKEN BOW

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: Kelvin Kreitman

Home Address: 606 S. 6th Ave

Home Telephone: 308-629-7834 cell

Email Address (Optional): k-kreitman@hotmail.com

Employer: BNSF

Business Telephone: 308-764-7409

Are you a qualified elector of Broken Bow? yes

Why do you want to serve on this board?

help the community

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

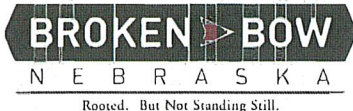
☒ Yes ☐ No

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)



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: Josh Page

Home Address: 816 S 7th

Home Telephone: 404181152

Email Address (Optional): josh.page05@gmail.com

Employer: BD

Business Telephone: 3088723709

Are you a qualified elector of Broken Bow? Yes

Why do you want to serve on this board?

To improve and maintain the park system of Broken Bow

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)