

**CITY OF BROKEN BOW
PARK BOARD AGENDA
September 13, 2021 @ 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. Consent Agenda

- a. Approval of July 12th, 2021 Minutes
- b. Park & Pool Financials

E. New Business:

- a. Park Update
- b. Sand Volleyball Update
- c. Park Board recruitment

F. Adjournment

**Broken Bow Park Board
Meeting Minutes
July 12, 2021**

The meeting of the Broken Bow Park Board was called to order July 12, 2021 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.

Chairman Pat Powers called the meeting to order at 5:13 p.m. with the following Board Members present: Pat Powers, Russ Smith, Jeff Oeltjen, Ryan Coleman and Pam Schweitzer. Absent: Ryan Vanderohe. It was announced that the Open Meetings Act was posted.

Moved by Oeltjen, seconded by Powers, to approve the June 7, 2021 meeting minutes and the park & pool financials. The motion passed unanimously.

Parks Superintendent Darren Marten gave a park update. He stated the Parks Department does not have any new mowers yet. Parks Foreman Steve Mogensen is working on sprinklers and watering a lot. He stated that everything is business as normal with mowing and trimming all park areas. Now that baseball season is over, they will start working on the sand volleyball courts. Board Member Russ Smith inquired about fixing the lights at the ballfields. Parks Superintendent Darren Marten informed the Board that Fire Chief Jason Baum is going to bring a ladder truck to the ball fields to change lightbulbs. On the softball fields they usually wait until winter to change the light bulbs because they have to park on the field.

New Park Board member Ryan Coleman introduced himself to the Board. He works for Farm Credit Services and was raised in Broken Bow. He is married with 4 kids and is very active in DYO. Chairman Pat Powers and Parks Superintendent Darren Marten asked Ryan Coleman how the softball tournament went. Board member Ryan Coleman stated they received lots of compliments and gave an update on the tournament. Ryan Coleman recommended adding air conditioning to the crow's nest for the umpires.

The Park Board members and City Administrator Dan Knoell discussed the project idea for the Paul Brown field crows nest and potential opportunities for improvements at the Melham complex.

Park Board member Pam Schweitzer stated someone had reported an electrical outlet at the Melham picnic shelter was not working. Parks Superintendent Darren Marten stated that has been repaired now.

Moved by Oeltjen, seconded by Schweitzer, to adjourn the meeting at 5:47 p.m. The next regular meeting will be on Monday, August 2, 2021 at 5:10 p.m. in the Council Chambers.

Account	Account Name	Fiscal Year 20 - 21			Budget			Fiscal Year 19 - 20	
		Current	Year To Date	%Used	Current	Total	Remaining	Year To Date	Total
Revenue									
Park									
09-2408.00	Miscellaneous Income	3,000.00	3,000.00	0.00 %	0.00	0.00	(3,000.00)	0.00	0.00
09-2425.00	Park Rental Fees	260.00	260.00	0.00 %	0.00	0.00	(260.00)	130.00	130.00
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	35,899.70	35,899.70	143.60 %	25,000.00	25,000.00	(10,899.70)	30,562.91	30,562.91
09-2426.20	RV Park Rental Sales Tax	83.06	83.06	0.00 %	0.00	0.00	(83.06)	(193.83)	(193.83)
09-2426.30	RV Park Lodging Tax	360.14	360.14	0.00 %	0.00	0.00	(360.14)	(490.77)	(490.77)
TOTAL Revenue		39,602.90	39,602.90	158.41 %	25,000.00	25,000.00	(14,602.90)	30,008.31	30,008.31
Expense									
Park									
09-3101.00	Salaries	115,262.92	115,262.92	76.84 %	150,000.00	150,000.00	34,737.08	166,845.88	166,845.88
09-3102.00	FICA/Medicare	8,340.96	8,340.96	72.53 %	11,500.00	11,500.00	3,159.04	12,363.10	12,363.10
09-3103.00	Pension	3,650.01	3,650.01	48.34 %	7,550.00	7,550.00	3,899.99	4,899.70	4,899.70
09-3104.00	Health Insurance	19,831.85	19,831.85	49.58 %	40,000.00	40,000.00	20,168.15	29,117.23	29,117.23
09-3205.00	Travel & Meeting Expense	155.00	155.00	77.50 %	200.00	200.00	45.00	0.00	0.00
09-3206.00	Association Dues	0.00	0.00	0.00 %	100.00	100.00	100.00	0.00	0.00
09-3209.00	Printing & Publication	0.00	0.00	0.00 %	500.00	500.00	500.00	348.00	348.00
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	591.60	591.60	94.66 %	625.00	625.00	33.40	591.60	591.60
09-3220.00	Utilities	22,899.73	22,899.73	80.35 %	28,500.00	28,500.00	5,600.27	27,390.09	27,390.09
09-3221.00	Telephone/Internet	1,407.73	1,407.73	93.85 %	1,500.00	1,500.00	92.27	1,213.41	1,213.41
09-3222.00	Miscellaneous Expense	144.00	144.00	72.00 %	200.00	200.00	56.00	98.89	98.89
09-3223.00	Supplies & Postage	271.04	271.04	54.21 %	500.00	500.00	228.96	100.59	100.59
09-3225.00	Gas and Oil	8,270.75	8,270.75	97.30 %	8,500.00	8,500.00	229.25	7,208.52	7,208.52
09-3310.00	Maint/Repair Equipment	12,257.05	12,257.05	122.57 %	10,000.00	10,000.00	(2,257.05)	13,760.47	13,760.47
09-3311.00	Maintenance & Repair Bldg	2,811.67	2,811.67	40.17 %	7,000.00	7,000.00	4,188.33	6,507.84	6,507.84
09-3339.00	Maintenance/Repair Grounds	22,115.47	22,115.47	55.29 %	40,000.00	40,000.00	17,884.53	30,195.50	30,195.50
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	643.76	643.76	53.65 %	1,200.00	1,200.00	556.24	308.07	308.07
09-3353.00	Trees & Shrubs	923.86	923.86	46.19 %	2,000.00	2,000.00	1,076.14	0.00	0.00
09-3410.00	Equipment Purchases	9,052.48	9,052.48	28.83 %	31,400.00	31,400.00	22,347.52	21,907.34	21,907.34
09-3410.01	Safety Equipment	571.87	571.87	63.54 %	900.00	900.00	328.13	219.26	219.26
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	2,481.40	2,481.40	70.90 %	3,500.00	3,500.00	1,018.60	921.58	921.58
09-3428.00	Playground Equipment	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00 %	2,000.00	2,000.00	2,000.00	976.92	976.92
09-3438.00	IT Expense	4,508.40	4,508.40	0.00 %	0.00	0.00	(4,508.40)	0.00	0.00
TOTAL Expense		236,191.55	236,191.55	67.88 %	347,975.00	347,975.00	111,783.45	324,973.99	324,973.99
PROFIT / (LOSS) :		(196,588.65)	(196,588.65)		(322,975.00)	(322,975.00)	(126,386.35)	(294,965.68)	(294,965.68)

Account	Account Name	Fiscal Year 20 - 21			Budget			Fiscal Year 19 - 20	
		Current	Year To Date	%Used	Current	Total	Remaining	Year To Date	Total
Revenue									
Swimming Pool									
10-2427.00	Admissions	28,490.41	28,490.41	109.58 %	26,000.00	26,000.00	(2,490.41)	21,677.15	21,677.15
10-2428.00	Concessions	4,026.50	4,026.50	503.31 %	800.00	800.00	(3,226.50)	(368.63)	(368.63)
10-2429.00	Red Cross Lessons	6,200.00	6,200.00	137.78 %	4,500.00	4,500.00	(1,700.00)	2,000.00	2,000.00
TOTAL Revenue		38,716.91	38,716.91	123.70 %	31,300.00	31,300.00	(7,416.91)	23,308.52	23,308.52
Expense									
Swimming Pool									
10-3101.00	Salaries	52,996.55	52,996.55	79.10 %	67,000.00	67,000.00	14,003.45	50,311.91	50,311.91
10-3102.00	FICA/Medicare	4,054.19	4,054.19	79.11 %	5,125.00	5,125.00	1,070.81	3,680.35	3,680.35
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 %	250.00	250.00	250.00	0.00	0.00
10-3206.00	Association Dues	0.00	0.00	0.00 %	100.00	100.00	100.00	40.00	40.00
10-3206.10	Credit Card/POS Service Fees	2,117.93	2,117.93	117.66 %	1,800.00	1,800.00	(317.93)	2,074.15	2,074.15
10-3209.00	Printing & Publication	0.00	0.00	0.00 %	750.00	750.00	750.00	63.40	63.40
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	0.00
10-3220.00	Utilities	10,282.59	10,282.59	76.17 %	13,500.00	13,500.00	3,217.41	8,228.16	8,228.16
10-3221.00	Telephone/Internet	1,561.37	1,561.37	111.53 %	1,400.00	1,400.00	(161.37)	1,189.47	1,189.47
10-3222.00	Miscellaneous Expense	117.91	117.91	0.00 %	0.00	0.00	(117.91)	0.00	0.00
10-3223.00	Supplies & Postage	2,612.75	2,612.75	65.32 %	4,000.00	4,000.00	1,387.25	717.51	717.51
10-3310.00	Maint/Repair Equipment	378.82	378.82	6.31 %	6,000.00	6,000.00	5,621.18	9,013.37	9,013.37
10-3311.00	Maintenance & Repair Bldg	593.75	593.75	11.88 %	5,000.00	5,000.00	4,406.25	4,319.57	4,319.57
10-3339.00	Maintenance/Repair Grounds	2,173.18	2,173.18	27.16 %	8,000.00	8,000.00	5,826.82	1,995.24	1,995.24
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	1,467.00	1,467.00	73.35 %	2,000.00	2,000.00	533.00	1,148.00	1,148.00
10-3410.00	Equipment Purchases	264.71	264.71	5.29 %	5,000.00	5,000.00	4,735.29	0.00	0.00
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	8,797.11	8,797.11	87.97 %	10,000.00	10,000.00	1,202.89	6,297.56	6,297.56
10-3438.00	IT Expense	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00	0.00
TOTAL Expense		87,417.86	87,417.86	67.28 %	129,925.00	129,925.00	42,507.14	89,078.69	89,078.69
PROFIT / (LOSS) :		(48,700.95)	(48,700.95)		(98,625.00)	(98,625.00)	(49,924.05)	(65,770.17)	(65,770.17)

City of Broken Bow

Account	Account Name	Fiscal Year 20 - 21			Budget			Fiscal Year 19 - 20	
		Current	Year To Date	%Used	Current	Total	Remaining	Year To Date	Total

Date Range : 10/1/2020 To 9/30/2021
Report is for 09-0990.00 through 10-3438.00.
Only Active accounts are included.
Report order = fund
Transaction Source Code = Include All