

Minot Park Board Meeting
Minot Municipal Auditorium
Room 203
February 18th, 2025 5:30pm

Agenda

Pledge of Allegiance:

Personal Appearances:

Meeting Minutes

Approval of minutes from the January 21st, 2024 Minot Park Board Meeting.

Approval of Bills in the amount of \$1,059,113.94

Approval of Salaries in the amount of \$332,218.47

Financials:

Department Reports:

1. Director of Operations-Jarrold Olson
2. Golf Course-Steve Kottsick
3. Greens Committee - Cammi Campbell
4. Zoo - Logan Wood
5. MAYSA Arena-Bob Gillen
6. Maintenance - Eric Keller
7. Horticulture-Shannon Paul
8. Forestry-Troy Regstad
9. Recreation/Auditorium Manager-Tom Landsiedel
10. Recreation Manager-Ann Nesheim
11. Tennis-Marc White

New Business

1. Cross Country Ski Trails
2. Public Skating Opportunities

Old Business

1. MI-7 Update

Other Business

Approval of Administratively Approved Alcohol Permits:

- Adam Ritchie – 1/6/2025
- Troy Regstad – 1/9/2025
- Frank Sowitch – 1/28/2025
- RJ Theis – 1/29/2025
- Colton Bourquin – 1/31/2025
- Justin Thomas – 1/31/2025

Director's Report

Commissioner's Report:

Foundation Meeting to Follow:

Minot Park District

January 21st,2025

The Minot Park Board met on January 21st, 2025 at 5:30pm in room 203 of the Minot Auditorium.

Members Present: Cliff Hovda, Chelsea Kirkhammer, Mike Schmitt, and Perry Olson. Also present were Elly DesLauriers and Calyn Beckman.

Personal Appearances

Ryan Ackerman, Souris Valley Joint Board updated the board on the MI-6 and MI-7 flood control projects. Ackerman reported that MI-6B will be shut down until spring and the relocation of the Discovery Barn is forthcoming but has experienced several delays. Ackerman added that MI-7 will continue to work on adding rock to the riverbank. Ackerman reported to the board on the planned Park District access to the pickleball courts and pool during construction and added that security fencing will be installed to keep the public out of construction areas.

Motion by Schmitt, second by Kirkhammer to approve the minutes from the December 17th Minot Park District Board meeting. Motion Carried

Motion by Hovda, second by Schmitt to approve bills in the amount of \$488,108.96. On roll call, all members voted yes.

Motion by Schmitt, second by Kirkhammer to approve salaries in the amount of \$310,101.49 On roll call, all members voted yes.

Department Head Reports

Director of Finance, Calyn Beckman reported that he is beginning the year end closing process and updated the board on 2024 revenue numbers adding that generated revenues beat budget by over \$600,000.

Director of Operations, Jarrod Olson reported that he will be working on several RFPs for capital improvement purchases and bringing them to the board for approval over the next few months. J. Olson added that Zoo Director was out of town at the AZA Director's school but could field any questions. Commissioner Schmitt asked if a contracted veterinarian has been considered instead of a full-time position and J. Olson answered that area veterinarians are not able to take on our needs with their current workload and so we will be looking for a full-time position.

Souris Valley Golf Pro, Steve Kottsick reported that the new golf carts are in transit to the golf course.

Maintenance Superintendent, Eric Keller reported that staff have been working on snow removal and planning to remove snow from the Auditorium parking lot before district and regional tournaments. Keller added that the outdoor rinks and in good shape and are getting used to good use.

Head Forester, Troy Regstad reported that he added a new full-time employee and is excited to have him onboard and added that Mike Kleen will be taking his ISA test.

Adult Recreation Manager, Tom Landsiedel reported that the Auditorium hosted the middle school state wrestling event, and solo dance performances. Landsiedel added that he is preparing to host the district and regional tournaments as well as the Catholic Trivia event.

Youth Recreation Manager, Ann Nesheim reported that she is working on several events including Zoo Years Eve, Polaris Fun Day and Kids Night Out. Nesheim also added that she has had a lot of interest from public and media about the outdoor rinks.

Tennis Pro, Mark White reported that the winter leagues are doing well and the cold weather is driving people indoors and Cameron is staying busy. President Olson asked how the new season pass structure has worked and J. Olson answered that we have sold around 100 passes this year compared to only around 20 last year. J. Olson added that the amount of play has increased but income is similar.

New Business

Director of Operations, Jarrod Olson updated the board on the AZA Accreditation timeline. J. Olson added that the first draft has been completed, and we are doing weekly walk throughs to get maintenance items identified and completed. J. Olson reported that the inspection will take place in June 2025 and the in-person hearing will be held in Tampa Bay, Florida in September. J. Olson also updated the board on the Zoo Campus Plan for the next 10 years, which will include new exhibits and updates that will be brought to the board when ready to be considered. Executive Director, Elly DesLauriers added that the Campus review plan is a future vision for the Zoo and we will keep the board involved along the way.

Old Business

Director of Operations, Jarrod Olson reported we opened bids for the Roosevelt Park Pool filtration project. Olson reported that we received four bids and will recommend Fed Serve LLC out of West Fargo, ND for a total cost of \$1,005,634 with substantial completion on November 28, 2025 and final completion on May 9, 2026. J. Olson added that the costs are within estimates and will allow for the pool to be operated for the 2025 season. Commissioner Hovda asked how we feel about the timeline and J. Olson answered that AE2S confirmed the timeline, and the contractor feels comfortable.

Motion by Hovda, second by Kirkhammer to approve the bid from Fed Serve LLC. On roll call, all members voted in favor.

Alcohol Permits

Motion by Schmitt, second by Hovda to approve the administratively approved alcohol permits. Motion carried.

Director's Report

Executive Director, Elly DesLauriers reported that she has been making presentations on June 3rd election to get the information out to the public. DesLauriers thanked Jarrod Olson and Logan Wood for their work on the AZA accreditation.

Commissioner's Reports

Commissioner Hovda reported that he feels the field house is the best project for the parks to move forward and every vote will count so we need to get the information out so the public will be educated on our plan when they go to vote.

Commissioner Schmitt reported that he agreed with Commissioner Hovda and added that this large project is exciting but over the holidays he and his family went and used the snow tubes at the golf course, adding that the small items will impact our community. Schmitt added that he wants the field house to go forward but we can't lose sight of the small things.

Motion by Schmitt, second by Kirkhammer to adjourn the meeting. Motion carried.

Perry Olson, President

Calyn Beckman, Clerk

Minot Park District

Balance Sheet

01/31/2025

		<u>Total Governmental Funds</u>
Assets		
Current Assets		
Cash and Cash Equivalents		
**-1000-90	First International - Operating	\$1,537,582.80
10-1005-90	Bremer Checking	\$3,093.64
10-1009-90	First Western-Money Market	\$766,825.23
10-1010-90	GEM Savings Account	\$20,071.94
10-1011-90	Bremer Money Market	\$10,298.19
10-1013-90	1st International Savings Acct	\$7,621,881.66
10-1014-90	First International-Tournament	\$920.40
Total		<u>\$9,960,673.86</u>
		<u>\$9,960,673.86</u>
Restricted Assets		
Foundation Cash and Cash Equivalents		
98-1015-98	Minot Park Foundation - 1st International	\$2,711,160.80
98-1016-98	Minot Park Foundation - Contra	(\$1,550,803.76)
Total		<u>\$1,160,357.04</u>
Foundation Investments		
98-1600-98	Minot Park Foundation - Investments	\$1,396,402.26
98-1601-98	Minot Park Foundation - Unrealized G/L	\$154,401.50
Total		<u>\$1,550,803.76</u>
Total		<u>\$2,711,160.80</u>
Total Assets		<u>\$12,671,834.66</u>
Liabilities		
Current Liabilities		
Accounts Payable		
**-2000-90	Accounts Payable	\$1,017,208.04
10-2040-90	RecTrac Customer Balance	\$444.50
10-2045-90	RecTrac - Gift Certificates	\$6,473.75
Total		<u>\$1,024,126.29</u>
Accrued Payroll Taxes and Other Withholding		
10-2029-90	Pension Costs Withheld	\$60.86
10-2030-90	ND Unemployment Payable	\$0.02
10-2038-90	BC/BS Payable	\$42,671.72
10-2039-90	Aflac Payable	\$849.29
10-2042-90	Voluntary Benefits	\$3,008.73

Minot Park District

Balance Sheet

01/31/2025

		Total Governmental Funds
10-2200-90	Sales Tax Payable	\$1,522.92
Total		\$48,113.54
Due to Other Funds		
** -2999-90	Due to Other Funds	\$0.00
Total		\$0.00
Total		\$1,072,239.83
Total Liabilities		\$1,072,239.83
Fund Balance		
98-3010-98	Minot Park District Foundation	\$2,711,160.80
20-3020-90	Debt Service	\$160,084.66
30-3025-90	Capital Projects	\$2,941,825.39
10-3030-90	Unrestricted	\$5,786,523.98
Total Fund Balance		\$11,599,594.83

Minot Park District

Statement of Revenues and Expenditures

01/31/2025

		Total Governmental Funds
Revenues		
Tax Revenue		
-4000-	Property Tax Revenue	\$1,559,658.66
Total		\$1,559,658.66
Operational Revenue		
Park Revenue		
10-4081-01	Interest	\$19,381.15
10-4083-01	Rental of Facilities	\$657.00
10-4087-03	Pay Zoo-N/T	\$472.00
-4091-	Other Receipts	\$643.28
10-4093-17	Ice Arena Income - Taxable	\$6,420.75
10-4094-17	Ice Arena-N/T	\$70,608.25
10-4095-17	Non-Ice Rental	\$2,128.00
10-4098-11	Concessions	\$23.35
10-4130-01	Event Income	\$210.00
10-4340-03	Education Income	\$1,374.16
10-4355-07	Rental Property Income	\$317.15
Total		\$102,235.09
Recreation Revenue		
10-4082-56	Recreation Equipment Rental	\$2,678.74
10-4083-51	Rental of Facilities	\$9,585.50
10-4098-52	Concessions	\$1,727.31
10-4300-51	Volleyball Income	\$565.00
10-4305-51	Basketball Income	\$1,015.00
10-4320-53	Tennis Center Income	\$5,093.90
10-4321-53	Tennis Income - Non-Taxable	\$72.00
10-4330-54	T-Ball Income	\$3,245.00
10-4335-51	Youth Program Income	\$32.00
10-4350-51	Golf Simulator Revenue	\$7,777.55
Total		\$31,792.00
Foundation Revenue		
98-4091-98	Other Receipts	\$55,666.74
Total		\$55,666.74
Total		\$189,693.83
Other Income		
98-4080-98	Dividends - Foundation	\$6,654.17
Total		\$6,654.17
Total Revenues		\$1,756,006.66

Minot Park District

Statement of Revenues and Expenditures

01/31/2025

Total Governmental Funds

Expenses

Operation Expenses		
Park District Expenses		
Salaries and Wages		\$225,796.17
Supplies		\$45,740.89
Maintenance		\$86,677.52
Contractual		\$73,007.61
Sundry		\$17,139.13
Capital Projects		\$60,632.50
Total		\$508,993.82
Recreation Expenses		
Salaries and Wages		\$81,126.40
Supplies		\$961.68
Maintenance		\$3,293.74
Contractual		\$15,322.26
Sundry		\$3,936.76
Total		\$104,640.84
Total		\$613,634.66
Other Expense		
10-6000-18	Attorney	\$1,035.00
-6020--	Cash Short & Long	(\$10.01)
10-6050-18	Insurance	\$15,626.00
10-6090-01	Late Fee Expense	\$57.67
Total		\$16,708.66
Debt Expense		
-6200--	Debt Principal Payment	\$741,970.00
-6201--	Lease Principal Expense	\$42,190.33
10-6202-01	SBITA Lease Principal Expense	\$9,194.30
20-6300-90	Debt Interest Expense	\$90,461.14
-6301--	Lease Interest Expense	\$7,631.27
Total		\$891,447.04
Foundation Expense		
98-6100-98	Service Charges	\$944.38
Total		\$944.38
Total Expenditures		\$1,522,734.74

Gains

Minot Park District
Statement of Revenues and Expenditures

01/31/2025

		<u>Total Governmental Funds</u>
98-9015-98	Unrealized Gain/Loss	\$28,415.01
Total Gains		<u>\$28,415.01</u>
BEGINNING FUND BALANCE		\$11,337,907.90
NET SURPLUS/(DEFICIT)		\$261,686.93
ENDING FUND BALANCE		<u><u>\$11,599,594.83</u></u>

Minot Park District Project Detail Report

Expenses	Expenses	Budget	
Operation Expenses			
Park District Expenses			
Capital Projects			
2020-01-P2 - 2020 - Superfund Site	\$85,387.76	\$85,387.76	
2021-01-P4 - 2021 - Park Sign replace	\$29,800.00	\$29,800.00	
2022-18-P1 - Outdoor Recreation Area	\$188,145.60	\$188,145.60	
2023-02-P4 - Roof Improvements	\$7,572.26	\$7,572.26	
2023-05-P1 - Pool Shade Structures	\$12,572.50	\$12,572.50	
2024-02-P3 - Skidsteer - 2024	\$70,000.00	\$70,000.00	
2024-02-P4 - Playground Upgrade - 21	\$7,389.00	\$7,389.00	
2024-03-P3 - Animal Crates	\$8,974.13	\$8,974.13	
2024-03-P4 - Safety Equipment	\$4,325.66	\$4,325.66	
2024-05-P3 - Pool Filtration Upgrades	\$42,235.20	(\$42,235.20)	
2024-06-P1 - Backstop Outlets	\$53.74	\$6,276.46	\$6,222.72
2024-07-P2 - Corbett Netting		\$7,000.00	\$7,000.00
2024-08-P1 - Cold Storage Concrete -		\$17,513.20	\$17,513.20
2024-14-P1 - Facility Improvements		\$35,856.00	\$35,856.00
2024-17-P3 - Zamboni Upgrades	\$11,150.00	\$12,000.00	\$850.00
2025-01-P1 - IT Updates		\$13,000.00	\$13,000.00
2025-02-P1 - Tommy Lift		\$7,500.00	\$7,500.00
2025-02-P2 - F550 with Dump Bed		\$90,000.00	\$90,000.00
2025-02-P3 - Pipe Crimper		\$7,200.00	\$7,200.00
2025-03-P1 - Medical Room Door		\$16,000.00	\$16,000.00
2025-04-P1 - Utility Cart		\$20,000.00	\$20,000.00
2025-08-P1 - Concrete Additions		\$14,000.00	\$14,000.00
2025-11-P1 - Zoo Concessions Equipm		\$10,000.00	\$10,000.00
2025-15-P1 - 3/4 Ton Truck		\$45,000.00	\$45,000.00
2025-16-P1 - Roof Replacement		\$140,000.00	\$140,000.00
2025-16-P2 - Ranger Cart		\$10,000.00	\$10,000.00
2025-17-P1 - Electric Edger	\$7,193.56	\$7,500.00	\$306.44
Total	\$60,632.50	\$873,012.57	\$812,380.07
Total	\$60,632.50	\$873,012.57	\$812,380.07
Recreation Expenses			
Capital Projects			
2024-54-P1 - Picnic Tables	\$8,000.00	\$8,000.00	
2024-54-P2 - Complex Improvements	\$12,500.00	\$12,500.00	
2025-51-P1 - Auditorium Sound System	\$30,000.00	\$30,000.00	
2025-51-P2 - Auditorium Tables and C	\$5,000.00	\$5,000.00	
2025-54-P1 - Scheels Complex Playgrc	\$100,000.00	\$100,000.00	
2025-56-P1 - Recreation Equipment- 2	\$10,000.00	\$10,000.00	
Total		\$165,500.00	\$165,500.00
Total		\$165,500.00	\$165,500.00

Minot Park District Project Detail Report

	<u>Expenses</u>	<u>Budget</u>	
Total	\$60,632.50	\$1,038,512.57	\$977,880.07
Total Expenses	\$60,632.50	\$1,038,512.57	\$977,880.07

Vendor name	Invoice number	Invoice date	Account description	Department	Amount	Project Description
City of Minot Utility Billing	481157	1/15/2025	Water	19th Hole	\$24.30	
Montana-Dakota Utilities	22363110002-123024	12/30/2024	Gas Utilities	19th Hole	\$686.77	
Montana-Dakota Utilities	22363110002-012925	1/29/2025	Gas Utilities	19th Hole	\$901.04	
Xcel Energy	911959291	1/23/2025	Electric Utilities	19th Hole	\$422.39	
				19th Hole Total	\$2,034.50	
Advanced Business Methods	AR1877490	1/23/2025	Lease Principal Expense	Admin	\$101.26	
American Legion	tParkDistrict-121024	12/10/2024	Promotions	Admin	\$175.00	
Arrowhead Ace Hardware	276075	1/31/2025	Late Fee Expense	Admin	\$1.68	
AT&T	87310191802X02022025	1/24/2025	Telephone	Admin	\$81.68	
Blackbaud	INV-0000426587	1/12/2025	SBITA Lease Principal Expense	Admin	\$9,194.30	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Admin	\$634.56	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Admin	\$170.80	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Admin	\$69.40	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Admin	\$785.85	
Brady, Martz & Associates, P.C.	839726	8/20/2024	Auditing	Admin	\$12,000.00	
Brite-Way Window Cleaning, Inc.	tParkDistrict-012925	1/29/2025	Office Cleaning	Admin	\$28.00	
City of Minot Treasurers Office	19250-1	12/31/2024	Late Fee Expense	Admin	\$6.14	
City of Minot Treasurers Office	19758-1	12/31/2024	Late Fee Expense	Admin	\$4.38	
Dairy One Cooperative Inc	FCHRG00021955	1/5/2025	Late Fee Expense	Admin	\$3.00	
Dakota Supply Group	S104423406.001	1/25/2025	Late Fee Expense	Admin	\$7.99	
Macs Inc.	1660687355	1/25/2025	Late Fee Expense	Admin	\$10.00	
Menards	77757	1/21/2025	Promotions	Admin	\$485.95	
Minot Area Chamber of Commerce	56479	1/2/2025	Association Dues	Admin	\$150.00	
MWI Animal Health	2024	12/31/2024	Late Fee Expense	Admin	\$24.63	
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	Admin	\$6,467.68	
Pitney Bowes Purchase Power	Jan-25	1/26/2025	Postage	Admin	\$517.72	
Pro IT	6012	1/15/2025	Computer Mtce/Programming	Admin	\$16.13	
Schock Safe & Lock Service, Inc.	227579	1/30/2025	Office Supplies	Admin	\$89.00	
Sign Dzyn, Inc.	11236	1/13/2025	Signage	Admin	\$72.00	
SRT Communications, Inc.	2722700-012225	1/22/2025	Telephone	Admin	\$520.70	
Swank Motion Pictures	DB 3834303	12/19/2024	Promotions	Admin	\$185.00	
Swank Motion Pictures	DB 3772667	10/24/2024	Promotions	Admin	\$185.00	
Swank Motion Pictures	DB 3803001	11/21/2024	Promotions	Admin	\$185.00	
Unum Life Insurance Company of America	Feb-25	1/14/2025	Long Term Disability	Admin	\$249.47	
Unum Life Insurance Company of America	Feb-25	1/14/2025	Blue Cross & Life Insurance	Admin	\$30.00	
Walmart	9.45015E+14	1/14/2025	Promotions	Admin	\$360.64	
				Admin Total	\$32,812.96	
ADP Screening and Selection Services	2832294-01-2025	1/27/2025	Background Check Expense	Auditorium	\$204.47	
All American Trophies & Screen Printing	131658	1/9/2025	Minor Apparatus	Auditorium	\$48.00	
Arrowhead Ace Hardware	62774	1/29/2025	Minor Apparatus	Auditorium	\$16.99	
Arrowhead Ace Hardware	62740	1/23/2025	Minor Apparatus	Auditorium	\$55.96	
AT&T	87310191802X02022025	1/24/2025	Telephone	Auditorium	\$142.74	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Auditorium	\$250.26	
Circle Sanitation	61736	1/20/2025	Sanitation	Auditorium	\$568.25	
City of Minot Utility Billing	480911	1/15/2025	Water	Auditorium	\$227.39	

City of Minot Utility Billing	480912	1/15/2025	Water	Auditorium	\$77.29
City of Minot Utility Billing	484643	1/23/2025	Water	Auditorium	\$110.25
Dacotah Paper Co.	48912	1/6/2025	Buildings & Grounds	Auditorium	\$503.10
Fire Equipment Company	5523	1/30/2025	Buildings & Grounds	Auditorium	\$491.00
Menards	76662	1/6/2025	Minor Apparatus	Auditorium	\$91.96
Montana-Dakota Utilities	65453726807-010725	1/7/2025	Gas Utilities	Auditorium	\$4,850.04
Montana-Dakota Utilities	3893311009-013025	1/8/2025	Gas Utilities	Auditorium	\$101.79
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	Auditorium	\$4,588.12
SRT Communications, Inc.	10862900-012225	1/22/2025	Telephone	Auditorium	\$652.03
Steins, Inc.	949220-1	1/8/2025	Buildings & Grounds	Auditorium	\$703.46
Steins, Inc.	949326	1/2/2025	Buildings & Grounds	Auditorium	\$867.40
Unum Life Insurance Company of America	Feb-25	1/14/2025	Long Term Disability	Auditorium	\$99.93
Unum Life Insurance Company of America	Feb-25	1/14/2025	Blue Cross & Life Insurance	Auditorium	\$21.19
Walmart	1660418411	1/19/2025	Minor Apparatus	Auditorium	\$136.88
Xcel Energy	911221524	1/16/2025	Electric Utilities	Auditorium	\$5,387.12
Xcel Energy	908952104	12/31/2024	Electric Utilities	Auditorium	\$5,435.46
				Auditorium Total	\$25,631.08
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Auditorium Concessions	\$189.18
Morellis Distributing, Inc.	1016370	1/15/2025	Concession Supplies	Auditorium Concessions	\$254.00
Morellis Distributing, Inc.	1016664	1/22/2025	Concession Supplies	Auditorium Concessions	\$43.00
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	Auditorium Concessions	\$2,177.82
Unum Life Insurance Company of America	Feb-25	1/14/2025	Long Term Disability	Auditorium Concessions	\$16.39
Unum Life Insurance Company of America	Feb-25	1/14/2025	Blue Cross & Life Insurance	Auditorium Concessions	\$3.75
				Auditorium Concessions Tot	\$2,684.14
City of Minot Utility Billing	474664	1/2/2025	Water	Corbett	\$167.86
SRT Communications, Inc.	6008600-012225	1/22/2025	Telephone	Corbett	\$100.06
SRT Communications, Inc.	6008600-122224	12/22/2024	Telephone	Corbett	\$99.99
Xcel Energy	913239931	1/31/2025	Electric Utilities	Corbett	\$129.63
				Corbett Total	\$497.54
Acme Tools-Minot	13812259	1/3/2025	Equipment	Equipment	\$50.00
Acme Tools-Minot	13917724	1/29/2025	Equipment	Equipment	\$193.99
Acme Tools-Minot	13906111	1/27/2025	Equipment	Equipment	\$62.27
American Truck & Trailer, LLC	36881	1/14/2025	Equipment	Equipment	\$566.88
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Equipment	\$317.28
General Trading Company	313606	12/6/2024	Maintenance Shop Supplies	Equipment	\$39.95
General Trading Company	313670	12/23/2024	Minor Apparatus	Equipment	\$121.80
General Trading Company	313605	12/2/2024	Maintenance Shop Supplies	Equipment	\$94.00
General Trading Company	313809	12/30/2024	Equipment	Equipment	\$86.95
General Trading Company	313518	12/16/2024	Maintenance Shop Supplies	Equipment	\$144.68
Minot Auto Supply	5062-964430	1/2/2025	Equipment	Equipment	\$84.84
Minot Auto Supply	5062-965551	1/14/2025	Motor Vehicles	Equipment	\$17.54
Minot Auto Supply	5062-966374	1/21/2025	Equipment	Equipment	\$21.78
Minot Auto Supply	5062-966374	1/21/2025	Fuel Expense	Equipment	\$25.98
Minot Auto Supply	5062-966096	1/17/2025	Motor Vehicles	Equipment	\$39.89
Napa Auto Parts	565658	1/6/2025	Motor Vehicles	Equipment	\$149.96
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	Equipment	\$2,789.18

Swanston Equipment Corporation	P69310	1/10/2025	Equipment	Equipment	\$245.70	
Swanston Equipment Corporation	P69309	1/10/2025	Equipment	Equipment	\$4,062.70	
Swanston Equipment Corporation	P69129	1/2/2025	Equipment	Equipment	\$52.31	
Swanston Equipment Corporation	P69370	1/14/2025	Equipment	Equipment	\$259.66	
Unum Life Insurance Company of America	Feb-25	1/14/2025	Long Term Disability	Equipment	\$46.40	
Unum Life Insurance Company of America	Feb-25	1/14/2025	Blue Cross & Life Insurance	Equipment	\$11.25	
				Equipment Total	\$9,484.99	
Acme Tools-Minot	13927949	1/31/2025	Equipment	Forestry	\$7.99	
Acme Tools-Minot	13900460	1/24/2025	Equipment	Forestry	\$40.99	
AT&T	87310191802X02022025	1/24/2025	Telephone	Forestry	\$143.58	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Forestry	\$311.34	
Circle Sanitation	61737	1/20/2025	Sanitation	Forestry	\$93.25	
City of Minot Treasurers Office	21071	12/3/2024	Water	Forestry	\$75.78	
City of Minot Treasurers Office	20846	11/6/2024	Water	Forestry	\$120.47	
City of Minot Treasurers Office	20320	9/27/2024	Water	Forestry	\$68.76	
Dakota Truck and Farm	1-312799	1/6/2025	Equipment	Forestry	\$259.95	
Montana-Dakota Utilities	75507254946-012325	1/23/2025	Gas Utilities	Forestry	\$361.92	
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	Forestry	\$2,854.96	
North Dakota One Call	2441342	12/31/2024	Contract Labor	Forestry	\$6.00	
Pro IT	6041	1/20/2025	Computer Mtce/Programming	Forestry	\$125.00	
RDO Equipment Co.	W4967207	1/24/2025	Equipment	Forestry	\$142.50	
SRT Communications, Inc.	2723900-012225	1/22/2025	Telephone	Forestry	\$333.86	
SRT Communications, Inc.	2723900-122224	12/18/2024	Telephone	Forestry	\$333.72	
Unum Life Insurance Company of America	Feb-25	1/14/2025	Long Term Disability	Forestry	\$64.09	
Unum Life Insurance Company of America	Feb-25	1/14/2025	Blue Cross & Life Insurance	Forestry	\$15.00	
Westlie Motors	100970	1/10/2025	Equipment	Forestry	\$61.04	
Xcel Energy	912100931	1/24/2025	Electric Utilities	Forestry	\$296.91	
				Forestry Total	\$5,717.11	
Aflac	402865	1/29/2025	Aflac Payable	General	\$2,501.91	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	BC/BS Payable	General	\$1,223.70	
Bremer Bank	Jan-25	1/15/2025	Accrued Expenses	General	\$16,647.08	
Enerbase	Jan-25	1/31/2025	Accrued Expenses	General	\$7,476.37	
NDPHIT	tParkDistrict-011625	1/16/2025	BC/BS Payable	General	\$12,450.86	
NDPHIT	tParkDistrict-011625	1/16/2025	Voluntary Benefits	General	\$1,679.66	
Unum Life Insurance Company of America	Feb-25	1/14/2025	Voluntary Benefits	General	\$1,365.77	
Ward County Treasurer	2024 Tax	1/1/2025	Debt Principal Payment	General	\$137,726.00	2023-Special Bond Outdoor Rec
Ward County Treasurer	2024 Tax	1/1/2025	Debt Interest Expense	General	\$26,372.36	2023-Special Bond Outdoor Rec
Ward County Treasurer	2024 Tax	1/1/2025	Debt Principal Payment	General	\$297,507.00	2024 Magic City Discovery Center
Ward County Treasurer	2024 Tax	1/1/2025	Debt Interest Expense	General	\$64,088.78	2024 Magic City Discovery Center
				General Total	\$569,039.49	
AT&T	87310191802X02022025	1/24/2025	Telephone	Golf Course	\$33.58	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Golf Course	\$122.16	
Menards	76477	1/3/2025	Minor Apparatus	Golf Course	\$23.80	
Menards	78188	1/27/2025	Buildings & Grounds	Golf Course	\$100.29	
Menards	77941	1/23/2025	Buildings & Grounds	Golf Course	\$112.39	
Morellis Distributing, Inc.	1016112	1/10/2025	Minor Apparatus	Golf Course	\$121.50	

MTI Distributing	1460033-00	1/15/2025 Equipment	Golf Course	\$76.22	
MTI Distributing	1461072-00	1/28/2025 Equipment	Golf Course	\$1,237.16	
Napa Auto Parts	568201	1/16/2025 Equipment	Golf Course	\$73.40	
Napa Auto Parts	570548	1/28/2025 Equipment	Golf Course	\$41.98	
NDPHIT	tParkDistrict-011625	1/16/2025 Blue Cross & Life Insurance	Golf Course	\$1,354.28	
North Country Sportswear	76822	1/15/2025 Uniforms	Golf Course	\$40.98	
Rivards Turf & Forage	54537	1/30/2025 Fertilizer	Golf Course	\$17,685.80	
SRT Communications, Inc.	2724000-012225	1/22/2025 Telephone	Golf Course	\$199.12	
The Huntington National Bank	1478759	1/19/2025 Lease Principal Expense	Golf Course	\$15,648.14	2024 Toro Lease - HF113
The Huntington National Bank	1478759	1/19/2025 Lease Interest Expense	Golf Course	\$2,901.49	2024 Toro Lease - HF113
Unum Life Insurance Company of America	Feb-25	1/14/2025 Long Term Disability	Golf Course	\$53.49	
Unum Life Insurance Company of America	Feb-25	1/14/2025 Blue Cross & Life Insurance	Golf Course	\$11.25	
Van Diest Supply Company	193969	1/31/2025 Chemicals	Golf Course	\$98.20	
Van Diest Supply Company	193967	1/31/2025 Chemicals	Golf Course	\$146.60	
Van Diest Supply Company	193970	1/31/2025 Chemicals	Golf Course	\$347.00	
Van Diest Supply Company	193973	1/31/2025 Chemicals	Golf Course	\$769.50	
Van Diest Supply Company	193972	1/31/2025 Chemicals	Golf Course	\$780.00	
Van Diest Supply Company	193974	1/31/2025 Chemicals	Golf Course	\$516.00	
Xcel Energy	911959291	1/23/2025 Electric Utilities	Golf Course	\$430.93	
			Golf Course Total	\$42,925.26	
The Huntington National Bank	1406224	1/1/2025 Lease Principal Expense	Hoeven	\$6,392.13	2024 Toro Lease - HF112
The Huntington National Bank	1406224	1/1/2025 Lease Interest Expense	Hoeven	\$1,182.22	2024 Toro Lease - HF112
Xcel Energy	910264544	1/10/2025 Electric Utilities	Hoeven	\$534.39	
			Hoeven Total	\$8,108.74	
A-1 Evans Septic Tank Service	120171	1/31/2025 Sanitation	Horticulture	\$110.00	
AT&T	87310191802X02022025	1/24/2025 Telephone	Horticulture	\$64.33	
BFG Supply Company	2845451-00	1/27/2025 Chemicals	Horticulture	\$986.68	
BFG Supply Company	2845451-00	1/27/2025 Buildings & Grounds	Horticulture	\$886.45	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025 Blue Cross & Life Insurance	Horticulture	\$189.18	
Circle Sanitation	61738	1/20/2025 Sanitation	Horticulture	\$136.00	
City of Minot Utility Billing	486270	1/23/2025 Water	Horticulture	\$28.65	
Menards	78472	1/30/2025 Cleaning Supplies	Horticulture	\$99.62	
Menards	76667	1/6/2025 Buildings & Grounds	Horticulture	\$184.59	
Menards	78288	1/28/2025 Minor Apparatus	Horticulture	\$177.05	
Menards	77467	1/17/2025 Minor Apparatus	Horticulture	\$25.55	
Montana-Dakota Utilities	76524110004-012325	1/23/2025 Gas Utilities	Horticulture	\$1,807.71	
Montana-Dakota Utilities	9601587239-123024	12/30/2024 Gas Utilities	Horticulture	\$1,140.43	
Montana-Dakota Utilities	96015872391-012925	1/29/2025 Gas Utilities	Horticulture	\$1,376.35	
NDPHIT	tParkDistrict-011625	1/16/2025 Blue Cross & Life Insurance	Horticulture	\$2,177.82	
SRT Communications, Inc.	2729500-012225	1/22/2025 Telephone	Horticulture	\$180.19	
The Huntington National Bank	1406224	1/1/2025 Lease Principal Expense	Horticulture	\$12,784.26	2024 Toro Lease - HF112
The Huntington National Bank	1406224	1/1/2025 Lease Interest Expense	Horticulture	\$2,364.44	2024 Toro Lease - HF112
Unum Life Insurance Company of America	Feb-25	1/14/2025 Long Term Disability	Horticulture	\$43.46	
Unum Life Insurance Company of America	Feb-25	1/14/2025 Blue Cross & Life Insurance	Horticulture	\$7.50	
Xcel Energy	912506468	1/28/2025 Electric Utilities	Horticulture	\$783.29	
			Horticulture Total	\$25,553.55	

A-1 Evans Septic Tank Service	120170	1/31/2025 Sanitation	Maintenance	\$110.00
A-1 Evans Septic Tank Service	120172	1/31/2025 Sanitation	Maintenance	\$220.00
Acme Tools-Minot	13868329	1/17/2025 Buildings & Grounds	Maintenance	\$73.15
Arrowhead Ace Hardware	62674	1/7/2025 Buildings & Grounds	Maintenance	\$8.99
AT&T	87310191802X02022025	1/24/2025 Telephone	Maintenance	\$138.65
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025 Blue Cross & Life Insurance	Maintenance	\$890.76
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025 Blue Cross & Life Insurance	Maintenance	\$69.40
Circle Sanitation	61739	1/20/2025 Sanitation	Maintenance	\$136.00
City of Minot Utility Billing	475080	1/8/2025 Water	Maintenance	\$117.30
City of Minot Utility Billing	480097	1/14/2025 Water	Maintenance	\$23.70
Dakota Supply Group	S104396702.001	1/16/2025 Buildings & Grounds	Maintenance	\$48.99
Dakota Supply Group	S104404792.001	1/21/2025 Buildings & Grounds	Maintenance	\$16.80
General Trading Company	313574	12/9/2024 Buildings & Grounds	Maintenance	\$1.20
Gravel Products, Inc	444079	1/9/2025 Buildings & Grounds	Maintenance	\$737.81
Gravel Products, Inc	444078	1/9/2025 Buildings & Grounds	Maintenance	\$644.95
Gravel Products, Inc	443993	12/27/2024 Buildings & Grounds	Maintenance	\$689.30
Macs Inc.	E11353	1/24/2025 Buildings & Grounds	Maintenance	\$42.65
Menards	76848	1/8/2025 Buildings & Grounds	Maintenance	\$45.90
Menards	76395	1/2/2025 Buildings & Grounds	Maintenance	\$6.48
Menards	78007	1/24/2025 Buildings & Grounds	Maintenance	\$27.90
Menards	78021	1/24/2025 Buildings & Grounds	Maintenance	\$15.99
Menards	77524	1/17/2025 Buildings & Grounds	Maintenance	\$76.08
Menards	77476	1/17/2025 Buildings & Grounds	Maintenance	\$87.86
Menards	77312	1/15/2025 Buildings & Grounds	Maintenance	\$14.10
Menards	77871	1/22/2025 Buildings & Grounds	Maintenance	\$16.72
Menards	77795	1/21/2025 Buildings & Grounds	Maintenance	\$228.90
Menards	77406	1/16/2025 Buildings & Grounds	Maintenance	\$139.68
Montana-Dakota Utilities	86524110003-012325	1/23/2025 Gas Utilities	Maintenance	\$907.74
Montana-Dakota Utilities	27758398443-011525	1/15/2025 Gas Utilities	Maintenance	\$150.37
Montana-Dakota Utilities	22103110007-010825	1/8/2025 Gas Utilities	Maintenance	\$117.27
NDPHIT	tParkDistrict-011625	1/16/2025 Blue Cross & Life Insurance	Maintenance	\$8,645.50
NDPHIT	tParkDistrict-011625	1/16/2025 Blue Cross & Life Insurance	Maintenance	\$769.31
North Dakota One Call	2441342	12/31/2024 Contract Labor	Maintenance	\$6.00
North Prairie Regional Water District	046161200100-012425	1/24/2025 Water	Maintenance	\$118.00
Pro IT	5962	1/2/2025 Computer Mtce/Programming	Maintenance	\$250.00
RHI Supply	1443585	1/23/2025 Buildings & Grounds	Maintenance	\$149.58
RHI Supply	1443428	1/22/2025 Buildings & Grounds	Maintenance	\$92.45
Running Supply Inc	1031635	1/10/2025 Buildings & Grounds	Maintenance	\$50.97
Schock Safe & Lock Service, Inc.	227459	1/10/2025 Buildings & Grounds	Maintenance	\$16.50
Schock Safe & Lock Service, Inc.	227385	1/2/2025 Buildings & Grounds	Maintenance	\$14.50
SRT Communications, Inc.	11810100-012225	1/22/2025 Telephone	Maintenance	\$49.95
SRT Communications, Inc.	11398900-012225	1/22/2025 Telephone	Maintenance	\$94.94
SRT Communications, Inc.	11398700-012225	1/22/2025 Telephone	Maintenance	\$44.99
SRT Communications, Inc.	10481900-012225	1/22/2025 Telephone	Maintenance	\$5.00
Unum Life Insurance Company of America	Feb-25	1/14/2025 Long Term Disability	Maintenance	\$122.05
Unum Life Insurance Company of America	Feb-25	1/14/2025 Blue Cross & Life Insurance	Maintenance	\$26.25

Xcel Energy	911959291	1/23/2025	Electric Utilities	Maintenance	\$33.50	
Xcel Energy	910114626	1/9/2025	Electric Utilities	Maintenance	\$107.83	
Xcel Energy	910260578	1/10/2025	Electric Utilities	Maintenance	\$97.52	
Xcel Energy	910891770	1/15/2025	Electric Utilities	Maintenance	\$34.32	
Xcel Energy	910594221	1/13/2025	Electric Utilities	Maintenance	\$31.30	
Xcel Energy	913051929	1/30/2025	Electric Utilities	Maintenance	\$16.92	
Xcel Energy	912942665	1/30/2025	Electric Utilities	Maintenance	\$171.57	
City of Minot	18486	5/2/2024	Buildings & Grounds	Maintenance	\$194.47	
				Maintenance Total	\$16,948.06	
ADP Screening and Selection Services	2832294-01-2025	1/27/2025	Background Check Expense	MAYSA	\$29.21	
AT&T	87310191802X02022025	1/24/2025	Telephone	MAYSA	\$33.58	
Big Hill Services, Ltd.	34891	1/22/2025	Equipment	MAYSA	\$61.85	
Big Hill Services, Ltd.	34857	1/14/2025	Equipment	MAYSA	\$113.80	
Big Hill Services, Ltd.	34797	1/7/2025	Equipment	MAYSA	\$79.96	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	MAYSA	\$494.58	
Cimco Refrigeration	90955860	1/22/2025	Cimco Maintenance	MAYSA	\$62,956.00	
Cimco Refrigeration	90956935	1/28/2025	Cimco Maintenance	MAYSA	\$833.00	
Cimco Refrigeration	90957358	1/30/2025	Cimco Maintenance	MAYSA	\$2,928.17	
Circle Sanitation	61740	1/20/2025	Sanitation	MAYSA	\$812.50	
City of Minot Utility Billing	483688	1/15/2025	Water	MAYSA	\$1,067.87	
City of Minot Utility Billing	483150	1/15/2025	Water	MAYSA	\$2,139.07	
Dakota Supply Group	S104424384.001	1/28/2025	Minor Apparatus	MAYSA	\$1.34	
Ecolab Pest Elimination	6968581	12/31/2024	Pest Elimination	MAYSA	\$191.21	
Engo Equipment Sales Inc	1075	1/17/2025	Equipment	MAYSA	\$755.70	
Hawkins, Inc.	6960815	1/15/2025	Ice Maintenance	MAYSA	\$50.00	
Jorson and Carlson Co	0742159	1/27/2025	Blade Sharpening	MAYSA	\$156.00	
Macs Inc.	E08387	1/3/2025	Equipment	MAYSA	\$2.04	
Macs Inc.	E11224	1/23/2025	Equipment	MAYSA	\$33.62	
Menards	78525	1/31/2025	Minor Apparatus	MAYSA	\$157.17	
Midcontinent Communications	1.2165E+13	1/23/2025	Cable TV	MAYSA	\$149.63	
Montana-Dakota Utilities	96962847016-011525	1/15/2025	Gas Utilities	MAYSA	\$1,522.10	
Montana-Dakota Utilities	05002310000-011525	1/15/2025	Gas Utilities	MAYSA	\$4,638.84	
Morellis Distributing, Inc.	1016782	1/23/2025	Cleaning Supplies	MAYSA	\$743.75	
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	MAYSA	\$5,563.52	
R & R Specialties of Wisconsin, Inc	0084215-IN	1/6/2025	Equipment	MAYSA	\$481.95	
R & R Specialties of Wisconsin, Inc	0084472-IN	1/24/2025	Equipment	MAYSA	\$383.15	
R & R Specialties of Wisconsin, Inc	0084471-IN	1/24/2025	Blade Sharpening	MAYSA	\$580.30	
R & R Specialties of Wisconsin, Inc	0084276-IN	1/9/2025	Capital Outlay - Equipment	MAYSA	\$7,193.56	Electric Edger
R & R Specialties of Wisconsin, Inc	0084279-IN	1/9/2025	Capital Outlay - Improvements	MAYSA	\$11,150.00	Zamboni Upgrades
Speedee Delivery Service, Inc.	1175955	1/18/2025	Blade Sharpening	MAYSA	\$289.54	
SRT Communications, Inc.	2720300-012225	1/22/2025	Telephone	MAYSA	\$744.80	
SRT Communications, Inc.	9470600-012225	1/22/2025	Telephone	MAYSA	\$192.41	
SRT Communications, Inc.	10228700-012225	1/22/2025	Telephone	MAYSA	\$35.47	
Steins, Inc.	951208	1/24/2025	Cleaning Supplies	MAYSA	\$589.90	
Superior Cleaning Service, Inc.	7120	1/31/2025	Contract Labor	MAYSA	\$4,950.00	
Unum Life Insurance Company of America	Feb-25	1/14/2025	Long Term Disability	MAYSA	\$100.86	

Unum Life Insurance Company of America	Feb-25	1/14/2025	Blue Cross & Life Insurance	MAYSA	\$22.50
Vestis	2550423136	1/6/2025	Minor Apparatus	MAYSA	\$210.36
Vestis	2550429081	1/20/2025	Minor Apparatus	MAYSA	\$182.83
Wilbur Ellis Company	16931802	1/14/2025	Buildings & Grounds	MAYSA	\$588.00
Xcel Energy	910731927	1/14/2025	Electric Utilities	MAYSA	\$25,315.77
				MAYSA Total	\$138,525.91
A-1 Evans Septic Tank Service	120176	1/31/2025	Sanitation	Oak Park	\$220.00
Circle Sanitation	61741	1/20/2025	Sanitation	Oak Park	\$379.50
City of Minot Utility Billing	477477	1/8/2025	Water	Oak Park	\$36.09
City of Minot Utility Billing	10/18/2024	10/18/2024	Water	Oak Park	\$82.46
Montana-Dakota Utilities	78323110003-010825	1/8/2025	Gas Utilities	Oak Park	\$88.40
Montana-Dakota Utilities	31822822685-010825	1/8/2025	Gas Utilities	Oak Park	\$29.04
Xcel Energy	911959250	1/23/2025	Electric Utilities	Oak Park	\$1,120.81
Xcel Energy	911466518	1/17/2025	Electric Utilities	Oak Park	\$19.53
				Oak Park Total	\$1,975.83
First Western Insurance	3002001805-2025	1/1/2025	Insurance	Other Expenditures	\$1,806.00
First Western Insurance	4100646027-2025	1/19/2025	Insurance	Other Expenditures	\$768.00
First Western Insurance	4100646126-2025	1/19/2025	Insurance	Other Expenditures	\$2,455.00
First Western Insurance	4100646134-2025	1/19/2025	Insurance	Other Expenditures	\$1,169.00
First Western Insurance	4100652066-2025	1/21/2025	Insurance	Other Expenditures	\$4,032.00
First Western Insurance	4100646092-2025	1/19/2025	Insurance	Other Expenditures	\$1,104.00
First Western Insurance	4100646217-2025	1/19/2025	Insurance	Other Expenditures	\$1,603.00
First Western Insurance	3002202652-2025	1/29/2025	Insurance	Other Expenditures	\$1,285.00
First Western Insurance	4100962291-2025	1/26/2025	Insurance	Other Expenditures	\$1,404.00
McGee, Hankla, Backes, & Dobrovlny PC	88	1/8/2025	Attorney	Other Expenditures	\$1,035.00
Ward County Treasurer	2024 Tax	1/1/2025	Real Estate Taxes	Other Expenditures	\$7,344.92
				Other Expenditures Total	\$24,005.92
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Pro Shop	\$61.08
City of Minot Treasurers Office	21501	1/6/2025	Alarm Service	Pro Shop	\$200.00
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	Pro Shop	\$677.14
ProTech Integrations LLC	17145	1/1/2025	Alarm Service	Pro Shop	\$75.00
SRT Communications, Inc.	2724100-012225	1/22/2025	Telephone	Pro Shop	\$100.47
Unum Life Insurance Company of America	Feb-25	1/14/2025	Long Term Disability	Pro Shop	\$25.54
Unum Life Insurance Company of America	Feb-25	1/14/2025	Blue Cross & Life Insurance	Pro Shop	\$1.88
				Pro Shop Total	\$1,141.11
A-1 Evans Septic Tank Service	120174	1/31/2025	Sanitation	Radio City	\$220.00
				Radio City Total	\$220.00
All American Trophies & Screen Printing	131800	1/22/2025	Uniforms	Recreation Admin	\$112.00
AT&T	87310191802X02022025	1/24/2025	Telephone	Recreation Admin	\$67.16
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025	Blue Cross & Life Insurance	Recreation Admin	\$293.28
Minot Curling Club	tParkDistrict-013025	12/31/2024	Curling Income	Recreation Admin	\$1,400.00
Minot High Girls Cross Country	12312024	12/31/2024	Contract Labor	Recreation Admin	\$400.00
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	Recreation Admin	\$3,678.50
Unum Life Insurance Company of America	Feb-25	1/14/2025	Long Term Disability	Recreation Admin	\$60.11
Unum Life Insurance Company of America	Feb-25	1/14/2025	Blue Cross & Life Insurance	Recreation Admin	\$7.50
Walmart	9.25003E+14	1/2/2025	Promotions	Recreation Admin	\$144.67

Advanced Engineering and Environmental Hawkins, Inc.	100086 6960814	1/7/2025 Capital Outlay - Improvements 1/15/2025 Chemicals	Roosevelt Pool Roosevelt Pool	\$42,235.20 \$20.00	Pool Filtration Upgrades
Montana-Dakota Utilities	56510560685-011525	1/15/2025 Gas Utilities	Roosevelt Pool	\$79.90	
Montana-Dakota Utilities	15062294465-011525	1/15/2025 Gas Utilities	Roosevelt Pool	\$29.92	
			Roosevelt Pool Total	\$42,365.02	
Circle Sanitation	61743	1/20/2025 Sanitation	SHA	\$144.75	
City of Minot Utility Billing	10226-2024	12/30/2024 Water	SHA	\$1,786.97	
City of Minot Utility Billing	481172	1/15/2025 Water	SHA	\$27.99	
Xcel Energy	911959291	1/23/2025 Electric Utilities	SHA	\$109.17	
			SHA Total	\$2,068.88	
A-1 Evans Septic Tank Service	120173	1/31/2025 Sanitation	Soccer Complex	\$220.00	
City of Minot Utility Billing	479077	1/8/2025 Water	Soccer Complex	\$23.70	
The Huntington National Bank	1406224	1/1/2025 Lease Principal Expense	Soccer Complex	\$6,392.13	2024 Toro Lease - HF112
The Huntington National Bank	1406224	1/1/2025 Lease Interest Expense	Soccer Complex	\$1,182.22	2024 Toro Lease - HF112
Xcel Energy	910121515	1/9/2025 Electric Utilities	Soccer Complex	\$43.71	
			Soccer Complex Total	\$7,861.76	
City of Minot Utility Billing	10/11/2024	10/11/2024 Water	Softball Complex	\$66.62	
USA Softball of ND	2501	1/9/2025 Association Dues	Softball Complex	\$3,042.00	
Xcel Energy	911221524	1/16/2025 Electric Utilities	Softball Complex	\$1,642.87	
Xcel Energy	908952104	12/31/2024 Electric Utilities	Softball Complex	\$1,436.18	
			Softball Complex Total	\$6,187.67	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025 Blue Cross & Life Insurance	Tennis Center	\$128.10	
Border States Industries Inc	929660397	1/7/2025 Buildings & Grounds	Tennis Center	\$177.60	
Border States Industries Inc	929653747	1/6/2025 Buildings & Grounds	Tennis Center	\$266.40	
Montana-Dakota Utilities	96143110003-010825	1/8/2025 Gas Utilities	Tennis Center	\$1,182.72	
NDPHIT	tParkDistrict-011625	1/16/2025 Blue Cross & Life Insurance	Tennis Center	\$1,500.68	
Unum Life Insurance Company of America	Feb-25	1/14/2025 Long Term Disability	Tennis Center	\$21.39	
Unum Life Insurance Company of America	Feb-25	1/14/2025 Blue Cross & Life Insurance	Tennis Center	\$2.44	
Xcel Energy	908952104	12/31/2024 Electric Utilities	Tennis Center	\$1,499.63	
			Tennis Center Total	\$4,778.96	
Rivards Turf & Forage	54537	1/30/2025 Fertilizer	Wee Links	\$1,846.40	
Van Diest Supply Company	193975	1/31/2025 Chemicals	Wee Links	\$640.00	
Van Diest Supply Company	193971	1/31/2025 Chemicals	Wee Links	\$1,088.00	
Van Diest Supply Company	193968	1/31/2025 Chemicals	Wee Links	\$150.56	
			Wee Links Total	\$3,724.96	
ADP Screening and Selection Services	2832294-01-2025	1/27/2025 Background Check Expense	Zoo	\$116.84	
Advanced Business Methods	AR1877176	1/23/2025 Lease Principal Expense	Zoo	\$336.99	
Advanced Business Methods	AR1875477	1/21/2025 Lease Principal Expense	Zoo	\$341.87	
American Welding & Gas	0010639059	1/31/2025 Medical Supplies	Zoo	\$132.62	
Association of Zoos and Aquariums	3012025-Fee	1/15/2025 AZA Accreditation Expenses	Zoo	\$5,500.00	
AT&T	87310191802X02022025	1/24/2025 Telephone	Zoo	\$134.32	
Blue Cross Blue Shield of North Dakota	250121342942.00	1/21/2025 Blue Cross & Life Insurance	Zoo	\$872.94	
Boehringer Ingelheim	6104879003	1/29/2025 Medical Supplies	Zoo	\$191.48	
Circle Sanitation	61742	1/20/2025 Sanitation	Zoo	\$507.00	
City of Minot Treasurers Office	21493	1/6/2025 Alarm Service	Zoo	\$50.00	

City of Minot Utility Billing	484677	1/23/2025	Water	Zoo	\$332.73
Covetrus North America	DC48226	1/30/2025	Medical Supplies	Zoo	\$75.21
Dacotah Paper Co.	60038	1/28/2025	Minor Apparatus	Zoo	\$116.86
Dakota Supply Group	S104358510.001	1/2/2025	Cleaning Supplies	Zoo	\$26.86
Earth Recycling, Inc.	16522	1/1/2025	Recycling	Zoo	\$120.00
FedEx	8-741-07118	1/15/2025	Postage	Zoo	\$99.58
FedEx	8-741-07117	1/15/2025	Postage	Zoo	\$45.80
FedEx	8-748-12442	1/22/2025	Postage	Zoo	\$13.13
FedEx	8-729-22423	1/1/2025	Medical Supplies	Zoo	\$34.99
First District Health Unit	279739	11/13/2024	Concession Supplies	Zoo	\$215.00
Gene-os Septic Tank Service	5231	1/8/2025	Sanitation	Zoo	\$135.00
Gravel Products, Inc	444006	1/2/2025	Buildings & Grounds	Zoo	\$206.05
Marketplace Food & Drug	0073	1/29/2025	Zoo Education Program Expense	Zoo	\$16.91
Marketplace-South Broadway	18581	1/18/2025	Food For Animals	Zoo	\$23.24
Menards	76776	1/7/2025	Buildings & Grounds	Zoo	\$33.10
Menards	78272	1/28/2025	Buildings & Grounds	Zoo	\$129.44
Menards	77759	1/21/2025	Buildings & Grounds	Zoo	\$135.72
Menards	76325	1/1/2025	Buildings & Grounds	Zoo	\$101.16
Montana-Dakota Utilities	05788351459-011525	1/15/2025	Gas Utilities	Zoo	\$29.92
Montana-Dakota Utilities	80202478527-011525	1/15/2025	Gas Utilities	Zoo	\$368.33
Montana-Dakota Utilities	25625047003-011525	1/15/2025	Gas Utilities	Zoo	\$29.92
Montana-Dakota Utilities	75822515344-011525	1/15/2025	Gas Utilities	Zoo	\$157.16
Montana-Dakota Utilities	98283110009-011525	1/15/2025	Gas Utilities	Zoo	\$1,248.04
Montana-Dakota Utilities	79666259613-011525	1/15/2025	Gas Utilities	Zoo	\$976.58
Montana-Dakota Utilities	03456511041-011525	1/15/2025	Gas Utilities	Zoo	\$665.28
Morellis Distributing, Inc.	1017083	1/29/2025	Minor Apparatus	Zoo	\$135.00
Morellis Distributing, Inc.	1017084	1/29/2025	Minor Apparatus	Zoo	\$420.00
MWI Animal Health	58874413	1/15/2025	Medical Supplies	Zoo	\$290.03
MWI Animal Health	58844008	1/14/2025	Medical Supplies	Zoo	\$352.82
MWI Animal Health	59142372	1/29/2025	Medical Supplies	Zoo	\$1,543.00
MWI Animal Health	59139115	1/29/2025	Medical Supplies	Zoo	\$256.80
MWI Animal Health	59136616	1/29/2025	Medical Supplies	Zoo	\$70.59
ND State Board of Animal Health	2025	1/1/2025	Licenses & Permits	Zoo	\$100.00
NDPHIT	tParkDistrict-011625	1/16/2025	Blue Cross & Life Insurance	Zoo	\$8,418.48
NDSU Veterinary Diagnostic Lab.	IB2500232	1/13/2025	Medical Diagnostics	Zoo	\$132.00
NDSU Veterinary Diagnostic Lab.	IB2500210	1/10/2025	Medical Diagnostics	Zoo	\$72.00
NDSU Veterinary Diagnostic Lab.	IB2500169	1/9/2025	Medical Diagnostics	Zoo	\$72.00
NDSU Veterinary Diagnostic Lab.	24-10392	1/3/2025	Medical Diagnostics	Zoo	\$72.00
NDSU Veterinary Diagnostic Lab.	1011734C-011625	1/16/2025	Medical Diagnostics	Zoo	\$132.00
North Country Mercantile and Equipment	CT133249	1/2/2025	Substrate	Zoo	\$47.50
North Country Mercantile and Equipment	CT133399	1/6/2025	Food For Animals	Zoo	\$990.00
North Country Mercantile and Equipment	CT133588	1/13/2025	Food For Animals	Zoo	\$130.26
North Country Mercantile and Equipment	CT133848	1/23/2025	Food For Animals	Zoo	\$777.30
North Country Mercantile and Equipment	CT133923	1/23/2025	Substrate	Zoo	\$85.50
North Country Mercantile and Equipment	CT134028	1/27/2025	Substrate	Zoo	\$297.00
North Country Mercantile and Equipment	CT134036	1/27/2025	Substrate	Zoo	\$246.00

ProTech Integrations LLC	16902	1/1/2025 Buildings & Grounds	Zoo	\$885.00
RHI Supply	1437745	1/7/2025 Buildings & Grounds	Zoo	\$202.39
RHI Supply	1444786	1/24/2025 Buildings & Grounds	Zoo	\$82.62
Schock Safe & Lock Service, Inc.	227384	1/2/2024 Buildings & Grounds	Zoo	\$23.95
Sherwin Williams	0555-6	1/23/2025 Buildings & Grounds	Zoo	\$31.95
SRT Communications, Inc.	2723700-012225	1/22/2025 Alarm Service	Zoo	\$529.88
Steins, Inc.	949992-1	1/8/2025 Buildings & Grounds	Zoo	\$283.14
Steins, Inc.	949992	1/2/2025 Cleaning Supplies	Zoo	\$231.40
Unum Life Insurance Company of America	Feb-25	1/14/2025 Long Term Disability	Zoo	\$176.73
Unum Life Insurance Company of America	Feb-25	1/14/2025 Blue Cross & Life Insurance	Zoo	\$41.25
US Foods Inc	5403982	1/15/2025 Food For Animals	Zoo	\$700.06
US Foods Inc	5763584	1/29/2025 Food For Animals	Zoo	\$769.02
US Foods Inc	5918145	12/31/2024 Food For Animals	Zoo	\$48.10
Vestis	2550424844	1/8/2025 Mats	Zoo	\$333.39
Xcel Energy	910465996	1/13/2025 Electric Utilities	Zoo	\$2,663.33
Xcel Energy	912961128	1/30/2025 Electric Utilities	Zoo	\$2,474.48
			Zoo Total	\$37,637.04
Northern Bottling Company	1392358	1/30/2025 Concession Supplies	Zoo Concessions	\$981.14
			Zoo Concessions Total	\$981.14
			Grand Total	\$1,019,074.84

Minot Park District

Bank Register Report - First International - Operating

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Total	Post Date	Status
101299	Accounts Payable	Computer Check	01/24/2025	Aflac	\$0.00	\$3,108.70	(\$3,108.70)	01/24/2025	Outstanding
101300	Accounts Payable	Computer Check	01/24/2025	City of Minot 401 Retirement	\$0.00	\$1,060.97	(\$4,169.67)	01/24/2025	Outstanding
101301	Accounts Payable	Computer Check	01/24/2025	City of Minot Pension Plan	\$0.00	\$26,371.49	(\$30,541.16)	01/24/2025	Outstanding
101302	Accounts Payable	Computer Check	01/24/2025	City of Minot Treasurers Office	\$0.00	\$1,312.58	(\$31,853.74)	01/24/2025	Outstanding
101303	Accounts Payable	Computer Check	01/24/2025	City of Minot Utility Billing	\$0.00	\$1,026.34	(\$32,880.08)	01/24/2025	Outstanding
101304	Accounts Payable	Computer Check	01/24/2025	North Prairie Regional Water Dis	\$0.00	\$118.00	(\$32,998.08)	01/24/2025	Cleared
101305	Accounts Payable	Computer Check	01/24/2025	Souris Valley United Fund	\$0.00	\$13.00	(\$33,011.08)	01/24/2025	Cleared
101306	Accounts Payable	Computer Check	01/24/2025	Xcel Energy	\$0.00	\$8,665.37	(\$41,676.45)	01/24/2025	Outstanding
101307	Accounts Payable	Computer Check	01/24/2025	Xerox Corporation	\$0.00	\$194.45	(\$41,870.90)	01/24/2025	Outstanding
1282025	Accounts Payable	Manual Check	01/28/2025	1st International Bank	\$0.00	\$35.00	(\$41,905.90)	01/28/2025	Cleared

Summary by Transaction Type

Total Deposits:	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$41,870.90)
Manual Check	(\$35.00)
Total Payments:	(\$41,905.90)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$41,905.90)

Pay Statement and Labor Distribution Summary

Run Date: 02/13/2025

	REGULAR EARNINGS	OVERTIME EARNINGS	OTHER EARNS	STATUTORY DEDUCTIONS		GROSS PAY
	REGULAR HOURS	OVERTIME HOURS	OTHER HOURS	VOLUNTARY DEDUCTIONS	TOTAL DEDUCTIONS	NET PAY
Company Code: AM2					Pay Dates Between 01/10/2025 to 01/24/2025	
Paid in Department: MPD001-Administration					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD001-Administration:	30,473.93	333.56	11,559.83	4,285.24		42,367.32
	745.97	9.47	254.00	38,082.08	42,367.32	0.00
Paid in Department: MPD002-Maintenance					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD002-Maintenance:	35,572.82	99.04	15,310.62	4,305.62		50,982.48
	1,181.82	2.50	523.00	46,676.86	50,982.48	0.00
Paid in Department: MPD003-Roosevelt Park Zoo					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD003-Roosevelt Park Zoo:	44,400.61	16.70	11,694.51	5,258.96		56,111.82
	1,911.20	0.60	484.40	50,852.86	56,111.82	0.00
Paid in Department: MPD008-Equipment					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD008-Equipment:	6,042.76	708.13	313.80	529.05		7,064.69
	224.00	16.00	12.00	6,535.64	7,064.69	0.00
Paid in Department: MPD009-Souris Valley Golf Course					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD009-Souris Valley Golf Course:	3,256.92	0.00	2,342.79	380.67		5,599.71
	99.00	0.00	68.00	5,219.04	5,599.71	0.00
Paid in Department: MPD012-Forestry					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD012-Forestry:	13,543.55	91.56	6,573.75	1,826.46		20,208.86
	525.70	2.70	261.15	18,382.40	20,208.86	0.00
Paid in Department: MPD015-Horticulture					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD015-Horticulture:	5,935.55	0.00	1,047.45	969.75		6,983.00
	-24.00	0.00	24.00	6,013.25	6,983.00	0.00
Paid in Department: MPD016-Souris Valley Pro Shop					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD016-Souris Valley Pro Shop:	6,274.55	0.00	1,047.45	838.75		7,322.00
	-1.00	0.00	24.00	6,483.25	7,322.00	0.00
Paid in Department: MPD017-MAYSA Arena					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD017-MAYSA Arena:	40,279.36	1,068.83	9,591.70	5,291.41		50,939.89

Pay Statement and Labor Distribution Summary

Run Date: 02/13/2025

	REGULAR EARNINGS	OVERTIME EARNINGS	OTHER EARNS	STATUTORY DEDUCTIONS		GROSS PAY
	REGULAR HOURS	OVERTIME HOURS	OTHER HOURS	VOLUNTARY DEDUCTIONS	TOTAL DEDUCTIONS	NET PAY
	1,684.42	33.67	366.83	45,648.48	50,939.89	0.00
Paid in Department: MPD051-Auditorium					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD051-Auditorium:	20,674.91	520.14	10,569.10	2,991.92		31,764.15
	925.52	14.42	368.57	28,772.23	31,764.15	0.00
Paid in Department: MPD052-Auditorium Concessions					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD052-Auditorium Concessions:	5,370.27	19.68	2,582.65	692.18		7,972.60
	274.56	0.82	104.00	7,280.42	7,972.60	0.00
Paid in Department: MPD053-Tennis					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD053-Tennis:	5,808.07	0.00	4,970.94	991.49		10,779.01
	177.42	0.00	136.00	9,787.52	10,779.01	0.00
Paid in Department: MPD054-Softball					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD054-Softball:	2,107.01	0.00	2,225.00	488.00		4,332.01
	147.19	0.00	75.50	3,844.01	4,332.01	0.00
Paid in Department: MPD055-Softball Concessions					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD055-Softball Concessions:	1,100.13	0.00	0.00	154.50		1,100.13
	69.55	0.00	0.00	945.63	1,100.13	0.00
Paid in Department: MPD056-Recreation					Pay Dates Between 01/10/2025 to 01/24/2025	
Totals For Paid in Department MPD056-Recreation:	21,918.70	86.25	6,685.85	3,111.98		28,690.80
	666.54	5.75	165.05	23,981.85	27,093.83	1,596.97
Totals For Company Code AM2:	242,759.14	2,943.89	86,515.44	32,115.98		332,218.47
	8,607.89	85.93	2,866.50	298,505.52	330,621.50	1,596.97
Report Totals:	242,759.14	2,943.89	86,515.44	32,115.98		332,218.47
	8,607.89	85.93	2,866.50	298,505.52	330,621.50	1,596.97

DIRECTOR OF OPERATIONS

FROM: Jarrod Olson - Director of Operations

RE: February 18, 2025

What I'm working on & updates:

Projects:

1. African Plains Building- African plains building- Meeting every other week-Liner panel and translucent panels are installed, Wall braces wrapped, Garage door openers installed, Radiant heat tube installed, walkway cloud, Ceiling fan selection to assist in heat transfer from heating unit to floor.
1. MI-7/MI-6 & Zoo Flood Protection-
 - a. MI-7 D (1) Mattson- Mattson Discovery Barn has been moved to the south side of the zoo. Discovery barn & new concession will be substantially completed by May 2025. Mattson will begin Camel exhibit late spring 2025.
 - b. MI-7 Wagner- Pile D outside the zoo bear gate is being worked on. Pile E located by bongo barn in the SE corner will not be constructed this year. Pile E only requires a couple weeks to settle and will be constructed in 2025.
 - c. MI-7F- Reviewing West Main Lawn exhibits NA Cats/restroom, Wolf and storage building. These will be shelf ready plans to bid out at a later date. East Main Lawn exhibits being worked on- Otter, Bison, Bird of prey & goats. This won't be completed until after the flood wall is complete on the east side of the main lawn.

2025 Projects/CI Items

1. SVGC Triplex Mower (2) RFP-Opened bids Feb. 13 at 2pm. We had two Submission. We will review the specifications and bring a recommendation to the February 18th board meeting
 - a. MTI-Toro-3100D Sidewinder- Unit price \$47,613.77 x 2 units=\$95,227.55- 5 annual payments of \$16,581.59(2)
 - b. Van Wall-John Deere-7200A Precision Cut-Unit price \$45,650 x 2 units=\$91,300-5 annual payments \$16,726.36(2)
 - c. Van Wall-John Deere-2400 Precision Cut-Unit price \$48,692 x 2 units=\$97,384-5 annual payments \$17,840.96(2)
2. Maintenance – 22k GVWR Chassis Cab -Need specifications- RFP-Advertise for bid Feb. 25, March 4&11. Open bids March 13 at 2pm. Bring results to March 18 BOD meeting for approval to award
3. Maysa and SVGC Clubhouse Reroof-(AE2S)-Working on contract for service. Bid Schedule to follow
4. Maysa Lighting Project

CI Quotes

1. Horticulture - ¾ ton truck – (\$45,000) Purchased under budget- \$42,000-Used 2024 Chevrolet 2500 long box, 6.6L gas, 4wd with 29,000 miles.
2. Oak Park UTV- (\$20,000) We had two Submission. MTI met or exceeded specifications and was under budget
 - a. Gooseneck-John Deere Gator TX-Unit price \$17,800
 - b. MTI-Toro Workman MDX-Unit price \$16,648.86
3. Auditorium-IT upgrades
4. Ventrac - Over Seeder & Cultivator
5. Clubhouse - Ranger Cart
6. Forestry – Bobcat Stump Grinder

Other:

1. 2025 CI RFP/CFB
2. 2025 AZA Accreditation Application and weekly facility review
3. ASA
 - a. Public Skating session for 2025-2026-We are proposing to ASA Board February 26th to utilize the skate rental room for public skate/hockey sessions for 2025-2026 ice season. We would then be able to have skate rentals and an attendant to collect fees
 - b. ASA Ice Contract-Our current three-year contract is expired-Proposed five-year contract with rates scheduled out for each year or three years with two optional years. We have done this in the past
4. Advertising for open full-time positions
5. Spring Turf Snow removal review
6. ½ cent sales tax presentations & meetings
7. 2025 DH on call schedule
8. Staff Training
 - a. Documentation
 - b. Harassment
 - c. FA/CPR/AED

Jarrold Olson-Director of Operations

GOLF COURSE

Submitted by: Cammi Campbell

- Grinding Reels & Bed knives
- Winter Maintenance
- Cleaning shop & organizing
- Snow Removal
- Inventory
- Meet with Steve for 2025 season
- Chase is split between Golf Course & Maintenance

From: Cammi Campbell Golf Course Superintendent

- SVGC mower bids
- Winter Maintenance/ parts are on order for our Hoist

- Cleaning shop & organizing
- Snow Removal
- 2025 orders for the season
- NCTGA Turf conference end of the month, Chase, Josh and I will be attending
-

Submitted by: Cammi Campbell

SV Golf Course N/A

Golf tournaments scheduled:

- North Invite May 2nd
- Niblick Open May 10th
- WDA May 28th
- Trinity Foundation Hope June 9th
- Youth for Christ June 30th
- Charlie Harris July 4th
- YMCA July 7th
- AFLAC July 14th
- API Sept 4th and 5th
- Dakota Supply Group Sept 11th
- NDGA Two Man Scramble Sept 20th and 21st

Respectfully submitted: Steve Kottsick

ZOO

· Preparing for AZA Review. We are slated for Accreditation in 2025. Finalizing AZA Application which is due by March 1st. Inspectors have been assigned. On site inspection June/July and AZA Conference and hearing in September.

· Lots of personnel changes:

o Brandi Clark retired on January 31st after 32 years of service to the Zoo and MPD. We wish her the best in retirement.

o General Curator position is open. Application closes February 28th. We are looking to hire a new GC sometime mid-March.

- o Zoo Veterinarian position is open. Application tentatively closes February 28th. We are looking to hire a new staff veterinarian sometime mid-March or ASAP.
- o Summer Camp Assistant Educator position is open. Application closes February 28th. We are looking to hire a new Assistant Educator sometime mid-March.
- o Full-time Zookeeper position is open. Application closes February 28th. We are looking to hire a new full-time zookeeper sometime mid-March.
- o Summer Guest Service positions are now open. Applications may be found on the Minot Park District website. We are looking forward to welcoming new community members to the Roosevelt Park Zoo Team.
- Zoo hosted a Zoo Year's Eve Event on January 24th & 25th from 5pm-8pm. We welcomed 170 individuals to the zoo during these 6 hours. This accounted for 65% of average attendance for month of January / 70% of attendance YTD

I would like to thank all the other MPD entities and staff who helped make this event a success. We hope to continue this event and improve it upon it in the years to come.

- Total Attendance January 281 [2023 (40); 2022 85]
- o Closed for 3 days (Jan 18-20) due to weather
- o 55 paid admissions, 226 free/memberships (158 event / 58 zoo memberships)
- African Plains Building is coming along with an expected opening date sometime in Spring 2025, if all goes according to plan.
- Discovery barn was moved to its new location across the river on January 30th.
- Flood Protection review-MI-7 -updated in Director of Operations report

Submitted by Logan Wood, DVM

MAYSA

- Working with Mr. Lunde [MPS Athletic Director] on the upcoming WDA Boys Region Hockey Tournament which runs February 20-22 in Pepsi Rink at MAYSA Arena.
- Minot Boys HS Team final practice would be Wednesday, February 26th then they are hopefully off to the State Tournament in Grand Forks over Feb. 27th to Mar. 1st which will conclude their season.

- Minot Girls' HS Team final practice would be Wednesday, February 26th then they are hopefully off to State Tournament in Grand Forks over Feb. 27th to Mar. 1st which will conclude their season.
- Minot Hockey Boosters will host their 8-Team Squirt B Hockey Tournament March 7-9.
*We host the NDAHA State Jr. Gold Tournament Feb. 27th to Mar. 1st
- *We host the NDAHA State 19U Girls Tournament Feb. 28th to Mar 2nd
- *The MHB Winter Travel Teams will be done with their seasons after the March 7-9 Weekend. They will begin their Spring Leagues and there are some private Travel teams that will run for the Spring, but the bulk of teams and games are done after March 7th-9th Weekend.
- *Working with Magic City Figure Skating Club in preparation for their annual Ice Show which will be held March 21st, March 22nd & March 23rd. Friday & Saturday Shows are at 7:00 pm. Sunday begins at 2:00 pm.
- *Minot St Women will be done in Mid-March. *Minot St. Men will be done in early March *Minotauros are in a tight race for a Top Three Finish in the Eight Team Division, so Playoffs are looking good
- *Working on the 2025-26 Monthly Calendars for the Varsity Level Team Home Games and Events.
- *Last day of All Seasons Arena Ice is Sunday, February 23rd!

Bob Gillen-MAYSA Arena General Manager

MAINTENANCE

1. 2025 Capital Improvement Projects and Bids Specifications

- Maintenance-Non CDL Dump truck
- Horticulture UTV
- SVGC mowers

2. Snow removal

- Daily snow removal and clean-up have continued to keep us busy.
- Hauled snow from the Auditorium to make room for district and state basketball parking.
- Cleared snow from Corbett parking lot to prevent ice buildup.
- Coordinate Turf snow removal at Corbett with other departments

- Outdoor Rink crew - Continue daily maintenance. Flood and resurface when possible. The rinks are in really good shape.

- Ski Trail Groomer- Oak Park, Moose Park are groomed. Assisting the CCS group with transporting the groomer when needed.

3. Maintenance/Service calls

- Continue to work on TEAMS work order list.

- Zoo items- Repairs to various heaters.

- Maysa- Pepsi rink zam room having hot water issues, we cleaned out the recirculating pumps on the hot water system and removed several clogged-up valves that restricted flow.

- Mechanics - Maysa changed out Batteries on the Zamboni and replaced bearings on the auger, winter maintenance and breakdowns. Regular scheduled equipment and vehicle services.

4. Other Items

- Weekly Zoo building walk throughs preparing for AZA Accreditation.

- Working on a task list of small repairs in preparation for the AZA inspection.

- Working on installing gas lines and heat system in the back maintenance shop when time allows.

Maintenance Superintendent

Eric Keller

HORTICULTURE

Shannon Paul-Horticulturist

Cleaning and care of all plant material in the greenhouses.

- Updating and organizing files.

- Painting shop.

- Cleaning and sanitizing greenhouses.

- Review planting designs as orders change.

- Unpacking freight as it arrives.

- Sending in Tier II reports for hazardous chemical reporting requirements.
- Meet with staff at athletic complexes to review schedules and upcoming season details.
- Snow removal at Corbett if needed.
- North Central Turfgrass Association conference in Fargo Feb. 25-27

Submitted by: Shannon Paul

FORESTRY

- Moving snow and sanding as needed.
- Congratulations to Mike Kleen on earning his ISA Certified Arborist. Excellent job Mike.
- Working on winter trims in the SE part of town.
- Have Christmas lights to take down at SHA park.
- Updating our Arbor Pro tree inventory in the green zones that we acquired from flood control buyouts.
- Winter shop cleaning and painting.

Submitted by Troy Regstad

ADULT RECREATION

- Daily Maintenance/Cleaning of Auditorium
- Girls Youth Basketball Leagues Continue
- Set Multiple Birthday Parties
- Set Meetings
- Set Up & Clean Up Multiple Events Held in Auditorium
- Adult Basketball Leagues Continue
- Snow Clearing Auditorium & Cameron Indoor Tennis Center as Needed
- Started Working on Adult Softball
- Auditorium/Auditorium 2 Events:
 - - Basketball Practices (Rentals)

- - Fun Zone
- - Multiple Birthday Parties
- - MHS Cheer Practices
- - Minot Park District Youth Basketball League Games
- - Minot Park District Adult Basketball League Games
- - AWANA
- - Catholic Schools “Know Your Faith Contest”
- - MHS Gymnastics Meet
- - Girls High School B District Basketball Tournament
- - City Employee Appreciation Banquet
- - Special Olympics Banquet
- - MPD Valentines Day Cookie Decorating Event
- - City Testing
- SH Complex Events:
 - - Waiting On Heating Company to Replace Heating Unit in Women’s Bathroom
- NH Complex Events

Submitted by Tom Landsiedel

YOUTH RECREATION

The adult winter volleyball league will continue through March 2. Games are being played on Sundays at Magic City Campus.

- The Minot Fun Zone is being held in the Armory on Tuesdays, Wednesdays, and Thursdays from 9-12. It will continue through the end of March.
- The outdoor warming houses will be open until the weather warms up. We have had to close for a few days due to extreme cold.
- Tube rentals are on Saturdays and Sundays from 12-4pm at Souris Valley Golf Course.
- The 4th and 5th grade girls’ basketball games are being played Mondays, Tuesdays, Thursdays, and Saturdays in the Armory and Auditorium. The season will run through February 27.
- The 35th Annual Magic City Volleyball Extravaganza is scheduled for March 22 & 23. Registrations are starting to come in. The deadline is March 5.

- The summer guide will be ordered in early March and handed out to the public in late March or early April.
- We will be putting out a post to look for applicants for all our part-time summer positions.
- We will have a meeting in February to start planning for the Niblick Open on May 10th and the 6th Annual Souris Ladies 2-person Golf Scramble on Monday, July 14.
- Spring volleyball information is online and will start the first week of April at the Auditorium.
- We have had several events during the last Month, including Zoo Years Eve, Kids Night Out, Ice Cream for Breakfast, Frozen Fun Day, ski and snowshoe rentals out of the trailer at Moose Park, and Valentine Cookie Decorating. We are busy planning lots more fun events for the Spring and Summer.

Ann Neshiem-Youth Recreation

Tennis

1. Feb has been up in terms of players' usage. After a good Jan we continue to encourage people to get in the Game with us playing Tennis or Pickleball. Stay active during the cold winter months.
 2. We had our lights repaired and many old bulbs were burnt out on court 3.
 3. Court sweeper updated with new filter; we are sweeping courts 3 times a week.
 4. On going cleaning, that was my number 1 goal ten years ago to keep CITC clean.
 5. Snow Removal & cold weather plan for staff & guests for Feb 2025.
 6. Staff teamwork & help each other during our long indoor season.
 7. PB Machine working tested & demo last Wed Night during our League play.
1. Programs we offer fun high energy Professional programs for the entire Family.
 2. Monday Night Tennis 6pm – 8pm Doubles league every Monday Night 6th week.
 3. Wed Night PB league 6pm – 8- pm Wow every Wed night CITC is Rocking.
 4. HS Team Practices Tuesday Minot High 8pm plus Sunday night.
 5. Hs Team Practice Wed Night 8 pm plus Sunday 4pm – 6pm.
 6. More play with our new Season Passes. Pass holders getting their value playing.

7. MAPA . planning a one-day PB fun tournament in March tba. new user group.

8. Keep Positive Energy Flowing, helping everyone to improve & keep them coming back for years to come. Racquet Sports for the Family. Get into the Game with US!

Foundation Meeting
Minot Municipal Auditorium
Room 203
February 18th, 2025
Agenda

Personal Appearances:

Meeting Minutes

Approval of minutes from the January 21st, 2025 Park Foundation Meeting

Approval of Bills as follows:

Ackerman Estvold	\$4,873.54
Rolac Contracting	\$353,832.80
Mowbray and Son	\$2,110.00
Total:	\$360,816.34

Statement:

New Business:

Other Business:

Minot Park Foundation Meeting

January 21st, 2025

The Minot Park Foundation Board met immediately following the Minot Park Board meeting on January 21st, 2025 in room 203 of the Minot Auditorium.

Members present: Cliff Hovda, Chelsea Kirkhammer, Mike Schmitt and Perry Olson. Also present were Elly DesLauriers and Calyn Beckman.

Motion by Kirkhammer, second by Hovda to approve the minutes from the December 17th Minot Park Foundation Board. Motion Carried.

Motion by Hovda, second by Kirkhammer to approve the bills in the amount of \$246,709.75. On roll call, all members voted yes.

Motion by Kirkhammer, second by Schmitt to adjourn the meeting. Motion carried.

Perry Olson, President

Calyn Beckman, Clerk



1907 17th Street SE • Minot, ND 58701
 701.837.8737 • www.ackerman-estvold.com
 Minot, ND | Fargo, ND | Williston, ND | Bismarck, ND

INVOICE

January 15, 2025
 Project No: R23062.00
 Invoice No: 00020261

Elly DesLauriers
 Minot Park District
 PO Box 538
 Minot, ND 58702

Project R23062.00 RPZ Zoo Africa Plains Building

Phase 00 Preliminary Design

Fee Amount

Estimated Construction Cost 2,707,525.99
 Fee Percentage 7.50
 Total Fee 203,064.45

Project Phase	Percent of Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Schematic Design	10.00	100.00	20,306.44	20,306.44	0.00
Design Development	15.00	100.00	30,459.67	30,459.67	0.00
Construction Documents	50.00	100.00	101,532.22	101,532.22	0.00
Procurement	5.00	100.00	10,153.22	10,153.22	0.00
Construction Admin	20.00	70.00	28,429.02	23,555.48	4,873.54
Totals			190,880.57	186,007.03	4,873.54
Total Fee					4,873.54
Total this Phase					\$4,873.54
TOTAL THIS INVOICE					\$4,873.54

Authorized By: Jeremy Bicker
 Jeremy Bicker

Date: 1-15-25

PAYMENT APPLICATION

TO: Ackerman-Estvoid 1907 17th St SE Minot, ND 58701	PROJECT: Minot Park District African Plains Exhibit	Application # 008 Period Start 1/1/2025 Period End 1/31/2025	Distribution To: <input type="checkbox"/> Owner <input type="checkbox"/> Accounting <input checked="" type="checkbox"/> Architect <input type="checkbox"/> Owner's Rep.
FROM: Rolac Contracting, Inc. PO Box 1872 Minot, ND 58702-1872	OWNER: Minot Park District 420 3rd Ave SW Minot, ND 58701	Application Date 2/5/2025 Date of Contract 5/16/2024	


CONTRACTORS SUMMARY OF WORK

Application is made for payment as shown below.
Continuation Page is Attached

1 CONTRACT AMOUNT	\$	2,707,526.00
2 SUM OF ALL CHANGE ORDERS		\$0.00
3 CURRENT CONTRACT AMOUNT (Line 1 + Line 2)		\$2,707,526.00
4 TOTAL COMPLETED AND STORED (Column G on Continuation Page)		\$2,187,241.56
5 RETAINAGE:		
a. 10% of completed work (Columns D+E on Continuation Page)		\$218,724.16
b. 10% of Material Stored (Column F on Continuation Page)		\$0.00
Total Retainage (Line 5a + 5b or column I on Continuation Page)		\$218,724.16
6 TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 Minus Line 5 Total)		\$1,968,517.40
7 LESS PREVIOUS PAYMENT APPLICATIONS (Line 6 from Prior Application)		\$ 1,614,684.60
8 PAYMENT DUE		\$353,832.80
9 BALANCE TO COMPLETION (Line 3 Minus Line 6)		\$739,008.60

SUMMARY OF CHANGE ORDERS	Additions	Deductions
Total changes approved in previous months	\$0.00	\$0.00
Total changes approved this month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES	\$0.00	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's cost for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.


CONTRACTOR: Rolac Contracting, Inc.
 By:  Date: 2/5/2025

Certification Required Not Required

The construction Manager and Architect's signatures below are their assurance to Owner, concerning the payment herein applied for, that: 1. They have inspected the Work represented by this Application, 2. Such work has been completed to the extent indicated in this application, 3. this Application for Payment accurately states the amount of Work completed and payment due therefor, and 4. Construction Manager and Architect know of no reason why payment should not be made.

Certified Amount \$353,832.80 Date: 2/10/2025

(If the certified amount is different from the payment due, you should attach an explanation. Initial all figures that are changed to match the certified amount.)

ARCHITECT: 
 By: _____ Date: 2/10/2025

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

APPLICATION # 008
 DATE OF APPLICATION 2/5/2025
 PERIOD THRU 1/31/2025

Payment application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D+E+F)	PERCENT COMPLETE (G/C)	H BALANCE TO COMPLETION (C-G)	I RETAINAGE
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
01	General Conditions	\$ 220,043.00	\$ 186,199.00	\$ 16,915.00		\$ 203,114.00	92%	\$ 16,929.00	\$ 20,311.40
02	Concrete Scope 03A	\$ 199,232.00	\$ 194,008.00	\$ -		\$ 194,008.00	97%	\$ 5,224.00	\$ 19,400.80
03	Masonry Scope 04A	\$ 51,887.00	\$ 51,887.00	\$ -		\$ 51,887.00	100%	\$ -	\$ 5,188.70
04	Steel Supply 05A	\$ 181,224.00	\$ 110,449.00	\$ 70,775.00		\$ 181,224.00	100%	\$ -	\$ 18,122.40
05	Steel Install 05B	\$ 36,310.00	\$ 20,898.00	\$ 15,412.00		\$ 36,310.00	100%	\$ -	\$ 3,631.00
06	Carpentry 06A	\$ 167,798.00	\$ 58,455.00	\$ 22,417.00		\$ 80,872.00	48%	\$ 86,926.00	\$ 8,087.20
07	Roofing 07A	\$ 13,210.00	\$ 13,210.00	\$ -		\$ 13,210.00	100%	\$ -	\$ 1,321.00
08	Specialty Doors 08A	\$ 53,890.00	\$ 34,674.00	\$ -		\$ 34,674.00	64%	\$ 19,216.00	\$ 3,467.40
09	Aluminum/Glazing 08B	\$ 197,100.00	\$ 15,730.00	\$ 49,500.00		\$ 65,230.00	33%	\$ 131,870.00	\$ 6,523.00
10	Drywall 09A	\$ 24,540.00	\$ 18,533.00	\$ 4,000.00		\$ 22,533.00	92%	\$ 2,007.00	\$ 2,253.30
11	Painting 09B	\$ 68,900.00	\$ -	\$ 25,700.00		\$ 25,700.00	37%	\$ 43,200.00	\$ 2,570.00
12	Metal Building 13A	\$ 633,510.00	\$ 633,510.00	\$ -		\$ 633,510.00	100%	\$ -	\$ 63,351.00
13	Mechanical 22A	\$ 505,620.00	\$ 251,905.00	\$ 169,893.56		\$ 421,598.56	83%	\$ 84,021.44	\$ 42,159.88
14	Electrical 26A	\$ 159,570.00	\$ 74,968.00	\$ 18,735.00		\$ 93,701.00	59%	\$ 65,869.00	\$ 9,370.10
15	Earthwork 31A	\$ 100,170.00	\$ 84,320.00	\$ -		\$ 84,320.00	84%	\$ 15,850.00	\$ 8,432.00
16	Utilities 33A	\$ 52,470.00	\$ 45,350.00	\$ -		\$ 45,350.00	86%	\$ 7,120.00	\$ 4,535.00
17	Asphalt Paving	\$ 42,052.00	\$ -	\$ -		\$ -	0%	\$ 42,052.00	\$ -
SUB-TOTALS		\$ 2,707,526.00	\$ 1,794,094.00	\$ 393,147.56	\$ -	\$ 2,187,241.56	81%	\$ 520,284.44	\$ 218,724.16

REQUEST FOR PAYMENT

From: MOWBRAY & SON INC
 PO BOX 878
 MINOT, ND 58702-0878

To: MINOT PARK DISTRICT
 PO BOX 538
 MINOT, ND 58702

Invoice: 60350
 Draw: 24V644-00001
 Invoice date: 1/23/2025
 Period ending date: 1/23/2025

Contract For:

Request for payment:

Original contract amount	\$2,110.00	
Approved changes	\$0.00	
Revised contract amount		\$2,110.00
Contract completed to date		\$2,110.00
Add-ons to date	\$0.00	
Taxes to date	\$0.00	
Less retainage	\$0.00	
Total completed less retainage		\$2,110.00
Less previous requests	\$0.00	
Current request for payment		\$2,110.00
Current billing		\$2,110.00
Current additional charges	\$0.00	
Current tax	\$0.00	
Less current retainage	\$0.00	
Current amount due		\$2,110.00
Remaining contract to bill	\$0.00	

Project: 24V644
 GIRAFFE MAU REPAIRS 24-V644

Contract date: 11/18/2024

Architect:

Scope:

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the MINOT PARK DISTRICT relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR: MOWBRAY & SON INC

State Of ND

County Of WARD

By: Miley Hanson
 Date: 1-23-25

Subscribed and sworn to before me this 23rd day of JANUARY 2025

Notary Public
 My commission expires: 7/30/2028

BRIAN MICHALENKO
 Notary Public
 State of North Dakota
 My Commission Expires July 30, 2028

Minot Park District Balance Sheet - Foundation

01/31/2025

		<u>Foundation</u>
Assets		
Restricted Assets		
Foundation Cash and Cash Equivalents		
98-1015-98	Minot Park Foundation - 1st International	\$2,711,160.80
98-1016-98	Minot Park Foundation - Contra	(\$1,550,803.76)
Total		<u>\$1,160,357.04</u>
Foundation Investments		
98-1600-98	Minot Park Foundation - Investments	\$1,396,402.26
98-1601-98	Minot Park Foundation - Unrealized G/L	\$154,401.50
Total		<u>\$1,550,803.76</u>
Total		<u>\$2,711,160.80</u>
Total Assets		<u>\$2,711,160.80</u>
Fund Balance		
98-3010-98	Minot Park District Foundation	\$2,711,160.80
Total Fund Balance		<u>\$2,711,160.80</u>
BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS		\$2,621,369.26
NET SURPLUS/(DEFICIT)		\$89,791.54
ENDING FUND BALANCE		<u>\$2,711,160.80</u>

Minot Park District

Statement of Revenues and Expenditures - Foundation

01/31/2025

	Foundation
Revenues	
Operational Revenue	
Foundation Revenue	
98-4091-98 Other Receipts	\$55,666.74
Total	\$55,666.74
 Total	 \$55,666.74
 Other Income	
98-4080-98 Dividends - Foundation	\$6,654.17
Total	\$6,654.17
 Total Revenues	 \$62,320.91
 Expenses	
Foundation Expense	
98-6100-98 Service Charges	\$944.38
Total	\$944.38
 Total Expenditures	 \$944.38
 NET SURPLUS/(DEFICIT) BEFORE GAINS/LOSSES	 \$61,376.53
 Gains	
98-9015-98 Unrealized Gain/Loss	\$28,415.01
Total Gains	\$28,415.01
 BEGINNING FUND BALANCE	 \$2,621,369.26
 NET SURPLUS/(DEFICIT)	 \$89,791.54
 ENDING FUND BALANCE	 \$2,711,160.80

Minot Park District Project Detail Report

Fund Balance

MPF-001 - Adopt a Lot	\$1,781.31
MPF-002 - BN Trail	\$5,000.00
MPF-003 - Carousel	\$7,012.70
MPF-004 - Community Enrichment Grant	\$1,568.64
MPF-005 - Dog Park	\$800.00
MPF-006 - Festival in the Park	\$22,119.19
MPF-007 - Fitness Trail	\$10,000.00
MPF-008 - Forestry	\$500.00
MPF-009 - Friends of the Souris	\$4,307.62
MPF-010 - Land	\$33,943.41
MPF-011 - Medal of Honor	\$19,335.80
MPF-012 - Outdoor Recreation	\$22,035.00
MPF-013 - Park Dedication	\$130,942.00
MPF-014 - Polaris - Frisbee Golf	\$516.00
MPF-015 - Polaris Park	\$2,065.00
MPF-016 - Radio City	\$1,000.00
MPF-017 - RMR/Base Partnership	\$44,657.45
MPF-018 - Soo Line Engine	\$6,582.00
MPF-019 - Sponsorships	\$4,305.00
MPF-020 - Stonebridge Farms Playground	\$5,593.00
MPF-021 - Trees	\$1,150.00
MPF-022 - Benches	\$2,292.09
MPF-023 - Corbett Field	\$3,425.00
MPF-025 - Hammond Tennis Courts	\$14,356.14
MPF-025-1 - Hammond Tennis Courts - Mainte	\$7,133.76
MPF-028 - Horticulture	\$727.70
MPF-029 - MAYSA Expansion	\$15,624.27
MPF-031 - MAYSA Ice Resurfacers - Zamboni	\$13,252.54
MPF-032 - MAYSA Scoreboard	(\$84,212.87)
MPF-033 - MAYSA - Sled Hockey	\$939.00
MPF-034 - MAYSA - Water Fountain	\$631.00
MPF-035 - Oak Park - Camp Owetti	\$500.00
MPF-036 - Oak Park - Mommy and Me Swings	\$2,500.00
MPF-037 - Oak Park - Natures Playground	\$5,926.03
MPF-038 - Park Development	\$5,493.56
MPF-039 - Payloader	\$234.32
MPF-040 - Roosevelelt Park Pool	\$3,447.34
MPF-041 - SVGC - API Donation	\$2,390.85
MPF-043 - SVGC - Development	\$8,143.48
MPF-044 - Zoo - Animal Purchase	\$52,366.58
MPF-045 - Zoo - Ferret	\$439.93
MPF-046 - Zoo - Childrens Zoo	\$729.43
MPF-047 - Zoo - Education/Enhancements	\$3,270.86
MPF-048 - Zoo - Entrance	\$12,057.24

Minot Park District Project Detail Report

MPF-049 - Zoo - Outreach	\$14,558.71
MPF-050 - Zoo - Raptor Rehab	\$5,000.00
MPF-051 - Zoo - Development	\$30,942.90
MPF-052 - Zoo Signs	\$34,114.63
MPF-053 - Superfund - Disc Golf	\$50,000.00
MPF-054 - Branching Out	\$3,127.86
MPF-055 - Minot Flood Commeration	\$10,895.83
MPF-056 - South Hill Complex Improvements	\$42,653.51
MPF-056-1 - South Hill Complex Turf	\$10,000.00
MPF-057 - Trees for Minot	\$48,996.59
MPF-058 - Monument Maintenance	\$10,000.00
MPF-060 - RPZ - Conservation Fund	\$22,875.41
MPF-061 - Ice Skates	\$2,628.97
MPF-063 - Roosevelt Park Pickleball	\$43,480.92
MPF-065 - Zoo Maintenance Fund	\$50,000.00
MPF-066 - Zoo - Giraffe Building	\$1,101,379.13
MPF-067 - Engo Ice Resurfacer	(\$99,100.00)
MPF-068 - Souris Scramble	\$11,235.46
Total Fund Balance	<u>\$1,789,672.29</u>

Revenues

Operational Revenue	
MPF-056 - South Hill Complex Improvement	\$100.00
MPF-060 - RPZ - Conservation Fund	\$9,060.00
MPF-066 - Zoo - Giraffe Building	\$16,069.10
MPF-067 - Engo Ice Resurfacer	\$25,000.00
MPF-068 - Souris Scramble	\$5,397.65
Total	<u>\$55,626.75</u>
Total Revenues	<u>\$55,626.75</u>

FIRST INTERNATIONAL BANK & TRUST
 2201 EAST CAMELBACK ROAD
 SUITE 380
 PHOENIX, AZ 85016

MINOT PARK FOUNDATION AGENCY

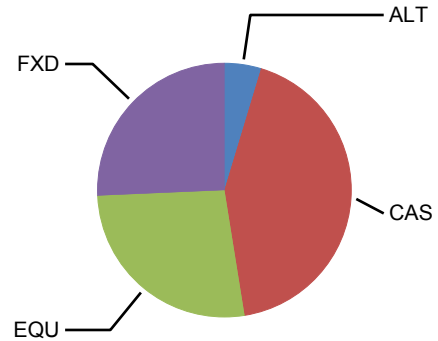


MINOT PARK FOUNDATION
 PO BOX 538
 420 3RD AVE SW
 MINOT, ND 58701

Account: 005745
 Report Period: From 1/1/2025 To 1/31/2025
 Administrator: Jessica L. Phillips
 Phone: 701-837-2247

Portfolio Summary

	Market Value	% Portfolio	Est. Income
Alternative (ALT)	\$126,560.69	4.67%	\$4,068.39
Cash & Equivalents (CAS)	\$1,160,357.04	42.80%	\$50,707.59
Equity (EQU)	\$727,849.67	26.85%	\$9,672.89
Fixed Income (FXD)	\$696,393.40	25.69%	\$36,765.19
Total Assets	\$2,711,160.80	100.00%	\$101,214.06
Total Account Balance	\$2,711,160.80	100.00%	\$101,214.06



Activity Summary

	Current Period	Year To Date
Beginning Market Value	\$2,868,079.01	\$2,868,079.01
Receipts		
Contribution	\$55,666.74	\$55,666.74
Dividend	\$6,654.17	\$6,654.17
Total Receipts	\$62,320.91	\$62,320.91
Disbursements		
Distribution	(\$18,001.90)	(\$18,001.90)
Expense	(\$228,707.85)	(\$228,707.85)
Institution Fees	(\$944.38)	(\$944.38)
Total Disbursements	(\$247,654.13)	(\$247,654.13)
Change in Market Value	\$28,415.01	\$28,415.01
Ending Market Value	\$2,711,160.80	\$2,711,160.80

Gains and Losses Summary

	Current Period	Year To Date
Realized Gain/(Loss) - Long Term	\$0.00	\$0.00
Realized Gain/(Loss) - Short Term	\$0.00	\$0.00
Total Realized Gain/(Loss)	\$0.00	\$0.00

Asset Statement

	Units Description	Cost Basis	Unit Price	Market Value	% of Acct	Unrealized Gain/Loss	Estimated Annual Income	Yld At Mkt
Cash & Equivalents								
Cash								
	Principal Cash	\$0.00		\$0.00				
	Income Cash	\$0.00		\$0.00				
	Total Cash	\$0.00		\$0.00	0.00			
Money Market Fund - Internal								
	1,160,357.04 INSURED CASH SWEEP - PRINCIPAL	\$1,160,357.04	\$1.00	\$1,160,357.04	42.80	\$0.00	\$50,707.60	4.37
	TOTAL Money Market Fund - Internal	\$1,160,357.04		\$1,160,357.04	42.80	\$0.00	\$50,707.60	4.37
	TOTAL Cash & Equivalents	\$1,160,357.04		\$1,160,357.04	42.80	\$0.00	\$50,707.60	4.37

Fixed Income

Fixed Income ETF								
	65,051 ANFIELD CAPITAL UNIVERSAL FIXED INCOME ETF	\$621,541.56	\$9.22	\$599,770.22	22.12	(\$21,771.34)	\$32,210.87	5.37
	1,354 FIRST TRUST LOW DURATION OPPORTUNITIES ETF	\$67,103.68	\$48.74	\$65,993.96	2.43	(\$1,109.72)	\$2,802.78	4.25
	1,682 INVESCO FUNDAMENTAL HIGH YIELD CORPORATE BOND ETF	\$30,302.98	\$18.21	\$30,629.22	1.13	\$326.24	\$1,751.54	5.72
	TOTAL Fixed Income ETF	\$718,948.22		\$696,393.40	25.69	(\$22,554.82)	\$36,765.19	5.28
	TOTAL Fixed Income	\$718,948.22		\$696,393.40	25.69	(\$22,554.82)	\$36,765.19	5.28

Equity

Exchange Traded Funds (ETF)								
	4,099 ANFIELD CAPITAL US EQUITY SECTOR ROTATION ETF	\$51,303.36	\$17.89	\$73,331.11	2.70	\$22,027.75	\$188.15	0.26
	2,584 SCHWAB US SMALL-CAP ETF	\$61,322.00	\$26.71	\$69,018.64	2.55	\$7,696.64	\$1,008.93	1.46

Asset Statement

Units	Description	Cost Basis	Unit Price	Market Value	% of Acct	Unrealized Gain/Loss	Estimated Annual Income	Yld At Mkt
609	STATE STREET SPDR S&P 400 MID-CAP ETF	\$28,757.14	\$56.72	\$34,542.48	1.27	\$5,785.34	\$472.79	1.37
2,200	VANECK MORNINGSTAR WIDE MOAT ETF	\$177,150.94	\$95.55	\$210,210.00	7.75	\$33,059.06	\$2,788.50	1.33
TOTAL Exchange Traded Funds (ETF)		\$318,533.44		\$387,102.23	14.28	\$68,568.79	\$4,458.37	1.15
International Equity ETF								
445	WisdomTree Japan Hedged Equity Fund ETF	\$42,265.27	\$110.39	\$49,123.55	1.81	\$6,858.28	\$1,709.44	3.48
TOTAL International Equity ETF		\$42,265.27		\$49,123.55	1.81	\$6,858.28	\$1,709.44	3.48
US Equity Mutual Funds								
522.764	VANGUARD S&P 500 INDEX MUTUAL FUND ADMIRAL SHARES	\$194,114.38	\$557.85	\$291,623.89	10.76	\$97,509.51	\$3,505.08	1.20
TOTAL US Equity Mutual Funds		\$194,114.38		\$291,623.89	10.76	\$97,509.51	\$3,505.08	1.20
TOTAL Equity		\$554,913.09		\$727,849.67	26.85	\$172,936.58	\$9,672.89	1.33
Alternative								
ALTERNATIVE ETF								
4,555	STATE STREET SPDR MULTI-ASSET REAL RETURN ETF	\$122,540.95	\$27.79	\$126,560.69	4.67	\$4,019.74	\$4,068.39	3.21
TOTAL ALTERNATIVE ETF		\$122,540.95		\$126,560.69	4.67	\$4,019.74	\$4,068.39	3.21
TOTAL Alternative		\$122,540.95		\$126,560.69	4.67	\$4,019.74	\$4,068.39	3.21
GRAND TOTAL ASSETS		\$2,556,759.30		\$2,711,160.80	100	\$154,401.50	\$101,214.07	3.73

Transaction Statement

Date	Description	Units / Price	Income Cash	Principal Cash	Cost Basis
Beginning Balances			\$0.00	\$0.00	\$2,742,092.52

Receipts

Contribution

Transaction Statement

Date	Description	Units / Price	Income Cash	Principal Cash	Cost Basis
1/2/2025	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM MINOT PARK DISTRICT		\$0.00	\$39.99	\$0.00
1/28/2025	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM HORACE MANN		\$0.00	\$6,069.10	\$0.00
1/28/2025	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM MINOT PARKS DISTRICT		\$0.00	\$5,497.65	\$0.00
1/28/2025	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM RYAN HONDA OF MINOT - BIG CAT HABITAT		\$0.00	\$5,000.00	\$0.00
1/28/2025	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM GREATER MINOT ZOOLOGICAL SOCIETY		\$0.00	\$9,060.00	\$0.00
1/28/2025	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM SUNDRE SAND & GRAVEL INC - AFRICAN PLAINS BUILDING		\$0.00	\$5,000.00	\$0.00
1/28/2025	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM FIRST INTERNATIONAL BANK & TRUST		\$0.00	\$25,000.00	\$0.00
Total Contribution			\$0.00	\$55,666.74	\$0.00
Dividend					
1/2/2025	DIVIDEND INSURED CASH SWEEP		\$0.00	\$5,525.62	\$0.00
1/24/2025	DIVIDEND INVESCO FUNDAMENTAL HIGH YIELD CORPORATE BOND ETF \$0.08548 Paid on 1682.0 Shares.		\$0.00	\$143.78	\$0.00
1/27/2025	DIVIDEND ANFIELD CAPITAL UNIVERSAL FIXED INCOME ETF \$0.0116 Paid on 65051.0 Shares.		\$0.00	\$754.59	\$0.00
1/31/2025	DIVIDEND FIRST TRUST LOW DURATION OPPORTUNITIES ETF \$0.17 Paid on 1354.0 Shares.		\$0.00	\$230.18	\$0.00
Total Dividend			\$0.00	\$6,654.17	\$0.00

Disbursements

Distribution

Transaction Statement

Date	Description	Units / Price	Income Cash	Principal Cash	Cost Basis
1/27/2025	CASH DISTRIBUTION MINOT PARK DISTRICT REIMBURSEMENT FOR LANDSCAPING AND TREE PLANTING ON 37TH AVE SW REIMBURSEMENT		\$0.00	(\$18,001.90)	\$0.00
Total Distribution			\$0.00	(\$18,001.90)	\$0.00
Expense					
1/27/2025	EXPENSE PAID FOR BENEFICIARY ACKERMAN-ESTVOLD INV # 00020142 - PROJECT R23062 - AFRICA PLANS BUILDING		\$0.00	(\$4,873.55)	\$0.00
1/27/2025	EXPENSE PAID FOR BENEFICIARY ASSOCIATION OF ZOOS AND AQUARIUMS INV# 2402 - DONATION CONSERVATION ENDOWMENT FUND		\$0.00	(\$500.00)	\$0.00
1/27/2025	EXPENSE PAID FOR BENEFICIARY NATIONAL AVIARY INV# 2024-017 - CONTRIBUTION TO AFRICAN PENGUIN SAFE - PMT 2 OF 3		\$0.00	(\$1,500.00)	\$0.00
1/27/2025	EXPENSE PAID FOR BENEFICIARY ROLAC CONTRACTING, INC DISTRIBUTION PER CLIENT REQUEST FOR MINOT PARKS DISTRICT/AFRICAN PLAINS EXHIBIT - APPLICATION #007 - 12/01/2024-12/31/2024		\$0.00	(\$192,521.70)	\$0.00
1/27/2025	EXPENSE PAID FOR BENEFICIARY SAVE GIRAFFES NOW INV # 00031 - SWARA PLAINS BOREHOLE DRILLING COSTS		\$0.00	(\$11,508.73)	\$0.00
1/27/2025	EXPENSE PAID FOR BENEFICIARY SAVE GIRAFFES NOW INV # 00032 - SWARA PLAINS BOREHOLE SOLAR PUMP		\$0.00	(\$12,803.87)	\$0.00
1/28/2025	EXPENSE PAID FOR BENEFICIARY OKAPI CONSERVATION PROJECT - WILDLIFE CONSERVATION GLOBAL DONATION FOR OKAPI CONSERVATION PROJECT - INV#2401		\$0.00	(\$5,000.00)	\$0.00
Total Expense			\$0.00	(\$228,707.85)	\$0.00
Institution Fees					
1/13/2025	FEE PAYMENT Automatic fee collection for account 005745 for Period Ending 12/31/2024.		\$0.00	(\$944.38)	\$0.00
Total Institution Fees Collected from Account			\$0.00	(\$944.38)	\$0.00

Transaction Statement

Date	Description	Units / Price	Income Cash	Principal Cash	Cost Basis
<u>Investment Activity</u>					
	Sweep Sales (2) 1/1/2025 to 1/31/2025	(242,654.13)	\$0.00	\$242,654.13	(\$242,654.13)
	Sweep Purchases (6) 1/1/2025 to 1/31/2025	57,320.91	\$0.00	(\$57,320.91)	\$57,320.91
Total Investment Activity		(185,333.22)	\$0.00	\$185,333.22	(\$185,333.22)
Ending Balances			\$0.00	\$0.00	\$2,556,759.30