

**Minot Park Board Meeting  
Minot Municipal Auditorium  
Room 203  
January 21<sup>st</sup> 2025 5:30pm**

**Agenda**

**Pledge of Allegiance:**

**Personal Appearances:**

**Meeting Minutes**

**Approval of minutes from the December 17<sup>th</sup> , 2024 Minot Park Board Meeting.**

**Approval of Bills in the amount of \$488,108.96**

**Approval of Salaries in the amount of \$310,101.49**

**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. Roosevelt Park Zoo Campus Plan Review

## **Old Business**

1. MI-7 Update
2. Roosevelt Park Pool Filtration – Bid Results

## **Other Business**

## **Approval of Administratively Approved Alcohol Permits:**

- Issac Larson – Golf Simulator
- Jason Merck – Golf Simulator

## **Director's Report**

## **Commissioner's Report:**

## **Foundation Meeting to Follow:**

## Minot Park Board Meeting

December 17, 2024

The Minot Park Board met on December 17, 2024 at 5:30pm at the Minot Municipal Auditorium. Members present: Perry Olson, Chelsea Kirkhammer, Justin Hammer and Cliff Hovda. Elly DesLauriers was also present.

Jay Kleven from AE2S presented plans for the Roosevelt Park Pool filtration project. Motion by Hammer, seconded by Hovda to approve the plans to go out for bid as presented. Motion carried.

Motion by Hammer, second by Kirkhammer to approve the November 19 Minot Park Board meeting minutes. Motion carried.

Motion by Hovda, second by Kirkhammer to approve the bills in the amount of \$535,063.29. On roll call, all members voted yes.

Motion by Kirkhammer, second by Hammer to approve the salaries in the amount of \$475,145.01. On roll call, all members voted yes.

Director of Operations, Jarood Olson reviewed the 2024 carry over list. Motion by Hammer, second by Hovda to approve the 2024 carry over list. On roll call, all members voted yes.

J. Olson reviewed new rates for cross country skis, snowshoes and kayaks. Motion by Hammer, second by Kirkhammer. President Olson asked if this could be approved by the Executive Director in the future. DesLauriers reported she would follow up with Parks Attorney Hankla to confirm. On roll call, all members voted yes.

Motion by Hammer, second by Kirkhammer to approve the administratively approved alcohol permits. Motion carried.

Motion by Hovda, second by Hammer to adjourn the meeting. Motion carried.

Perry Olson, President

Elly DesLauriers, acting Clerk

# Minot Park District

## Balance Sheet

12/31/2024

		<b>Total Governmental Funds</b>
<b>Assets</b>		
<b>Current Assets</b>		
Cash and Cash Equivalents		
**-1000-90	First International - Operating	\$805,538.73
10-1005-90	Bremer Checking	\$3,093.51
10-1009-90	First Western-Money Market	\$766,825.23
10-1010-90	GEM Savings Account	\$20,071.09
10-1011-90	Bremer Money Market	\$10,289.45
10-1013-90	1st International Savings Acct	\$7,602,510.23
10-1014-90	First International-Tournament	\$920.40
Total		\$9,209,248.64
Other Receivables		
10-1100-90	Accounts Receivable	\$18,001.90
Total		\$18,001.90
<b>\$9,227,250.54</b>		
Restricted Assets		
Foundation Cash and Cash Equivalents		
98-1015-98	Minot Park Foundation - 1st International	\$2,868,079.01
98-1016-98	Minot Park Foundation - Contra	(\$1,522,388.75)
Total		\$1,345,690.26
Foundation Investments		
98-1600-98	Minot Park Foundation - Investments	\$1,396,402.26
98-1601-98	Minot Park Foundation - Unrealized G/L	\$125,986.49
Total		\$1,522,388.75
Total		\$2,868,079.01
<b>Total Assets</b>		<b>\$12,095,329.55</b>
<b>Liabilities</b>		
Current Liabilities		
Accounts Payable		
**-2000-90	Accounts Payable	\$385,557.85
98-2000-98	Accounts Payable	\$246,709.75
10-2040-90	RecTrac Customer Balance	\$774.50
10-2045-90	RecTrac - Gift Certificates	\$6,373.75
Total		\$639,415.85
Accrued Payroll Taxes and Other Withholding		

# Minot Park District Balance Sheet

12/31/2024

		<b>Total Governmental Funds</b>
10-2029-90	Pension Costs Withheld	\$60.90
10-2038-90	BC/BS Payable	\$42,621.26
10-2039-90	Aflac Payable	\$3,492.14
10-2042-90	Voluntary Benefits	\$2,861.83
10-2200-90	Sales Tax Payable	\$3,016.36
<b>Total</b>		<b>\$52,052.49</b>
Due to Other Funds		
**-2999-90	Due to Other Funds	\$0.00
<b>Total</b>		<b>\$0.00</b>
<b>Total</b>		<b>\$691,468.34</b>
<b>Total Liabilities</b>		<b>\$691,468.34</b>
<b>Fund Balance</b>		
98-3010-98	Minot Park District Foundation	\$2,621,369.26
20-3020-90	Debt Service	\$446,085.69
30-3025-90	Capital Projects	\$2,891,713.13
10-3030-90	Unrestricted	\$5,444,693.13
<b>Total Fund Balance</b>		<b>\$11,403,861.21</b>

# Minot Park District

## Statement of Revenues and Expenditures

12/31/2024

<b>Revenues</b>	<u>Total Governmental Funds</u>
Tax Revenue	
**-4000-** Property Tax Revenue	\$11,033,793.44
<b>Total</b>	<u>\$11,033,793.44</u>
Debt Proceeds	
**-4500-** Bond Proceeds	\$4,096,106.74
10-4501-90 Bond Premium (Discount)	\$64,214.55
<b>Total</b>	<u>\$4,160,321.29</u>
Operational Revenue	
Park Revenue	
10-4081-01 Interest	\$129,488.67
**-4083-** Rental of Facilities	\$76,224.00
10-4084-05 Roosevelt Pool-Taxable	\$90,043.37
10-4085-05 Roosevelt Pool-N/T	\$3,165.00
10-4086-11 Pay Zoo-Taxable	\$820.65
10-4087-03 Pay Zoo-N/T	\$535,417.57
10-4088-09 Golf Revenue-SVGC	\$616,231.11
10-4089-09 Cart Revenue-SVGC	\$229,784.81
**-4091-** Other Receipts	\$18,341.33
10-4093-17 Ice Arena Income - Taxable	\$63,556.46
10-4094-17 Ice Arena-N/T	\$539,505.35
10-4095-17 Non-Ice Rental	\$58,071.06
10-4096-03 Zoological Society	\$125,000.00
10-4097-13 Wee Links	\$36,181.36
**-4098-** Concessions	\$85,461.67
10-4101-12 City Forestry	\$235,281.00
10-4102-07 Corbett Field Rental	\$43,322.50
10-4103-06 Hoeven Field Rental	\$45,905.00
10-4104-14 Soccer	\$13,740.00
10-4120-12 Tree Income	\$15,480.00
**-4130-** Event Income	\$6,729.55
**-4141-** Grant Income	\$351,485.48
**-4142-** Donation Income	\$51,222.50
10-4150-01 Sponsorship Income	\$12,300.00
10-4340-03 Education Income	\$33,221.28
10-4355-07 Rental Property Income	\$7,433.42
<b>Total</b>	<u>\$3,423,413.14</u>
Recreation Revenue	
10-4082-56 Recreation Equipment Rental	\$2,173.00
**-4083-** Rental of Facilities	\$120,266.70
10-4091-51 Other Receipts	\$77.11
**-4098-** Concessions	\$193,529.26

# Minot Park District

## Statement of Revenues and Expenditures

12/31/2024

		<b>Total Governmental Funds</b>
10-4099-56	Souris Golf Scramble	\$5,000.00
30-4142-56	Donation Income	\$20,000.00
10-4150-51	Sponsorship Income	\$2,000.00
10-4300-51	Volleyball Income	\$54,115.00
10-4305-51	Basketball Income	\$29,725.00
10-4310-54	Adult Softball Income	\$125,633.75
10-4315-54	Youth Softball Income	\$2,385.00
10-4317-54	Youth Fast Pitch Softball	\$18,975.00
10-4320-53	Tennis Center Income	\$75,739.22
10-4321-53	Tennis Income - Non-Taxable	\$3,840.00
10-4325-54	Youth Baseball Income	\$4,530.00
10-4330-54	T-Ball Income	\$2,745.00
**-4335-**	Youth Program Income	\$8,198.00
10-4345-56	Adult Hockey Income - MASH	\$14,905.00
10-4348-56	Curling Income	\$1,400.00
10-4350-51	Golf Simulator Revenue	\$37,020.13
Total		\$722,257.17
Foundation Revenue		
98-4091-98	Other Receipts	\$432,130.38
Total		\$432,130.38
Total		\$4,577,800.69
Other Income		
98-4080-98	Dividends - Foundation	\$174,485.96
10-4090-01	State Revenue	\$658,728.00
**-4400-**	Insurance Reimbursement	\$13,022.43
Total		\$846,236.39
<b>Total Revenues</b>		<b>\$20,618,151.81</b>
<b>Expenses</b>		
Operation Expenses		
Park District Expenses		
Salaries and Wages		\$5,052,938.19
Supplies		\$636,096.82
Maintenance		\$591,327.61
Contractual		\$1,449,951.90
Sundry		\$209,157.68
Capital Projects		\$1,003,047.51
Total		\$8,942,519.71
Recreation Expenses		

# Minot Park District

## Statement of Revenues and Expenditures

12/31/2024

		<b>Total Governmental Funds</b>
	Salaries and Wages	\$1,394,991.88
	Supplies	\$182,387.75
	Maintenance	\$236,801.26
	Contractual	\$216,158.35
	Sundry	\$35,185.96
	Capital Projects	\$1,343,697.44
	<b>Total</b>	<b>\$3,409,222.64</b>
<b>Total</b>		<b>\$12,351,742.35</b>
Other Expense		
10-6000-18	Attorney	\$33,176.23
**-6020-**	Cash Short & Long	\$119.10
**-6030-**	Bond Expenses	\$53,525.12
10-6045-18	NE "BN" Pathway Lease	\$8,486.13
**-6050-**	Insurance	\$369,595.05
**-6065-**	Future Development	\$26,510.05
10-6070-18	City Band/Council on the Arts	\$5,000.00
10-6085-18	Grant Match	\$281,274.45
10-6090-01	Late Fee Expense	\$850.24
10-6100-01	Service Charges	\$267.34
10-6103-18	Scholarship	\$220.00
**-6110-**	Covered Expense	\$7,796.96
<b>Total</b>		<b>\$786,820.67</b>
Debt Expense		
**-6200-**	Debt Principal Payment	\$2,622,488.21
**-6300-**	Debt Interest Expense	\$569,635.65
<b>Total</b>		<b>\$3,192,123.86</b>
Foundation Expense		
98-5300-98	Buildings & Grounds	\$79,092.91
98-5905-98	Capital Outlay - Buildings	\$1,745,371.26
98-5915-98	Capital Outlay - Equipment	\$42,589.00
98-5920-98	Capital Outlay - Furniture and Fixtures	\$26,365.00
98-6100-98	Service Charges	\$13,838.01
<b>Total</b>		<b>\$1,907,256.18</b>
 <b>Total Expenditures</b>		 <b>\$18,237,943.06</b>
<b>Gains</b>		
98-9015-98	Unrealized Gain/Loss	\$104,005.93
<b>Total Gains</b>		<b>\$104,005.93</b>

**Minot Park District**  
**Statement of Revenues and Expenditures**

12/31/2024

	<u>Total Governmental Funds</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$8,919,646.53</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$2,484,214.68</b>
<b>ENDING FUND BALANCE</b>	<b><u><u>\$11,403,861.21</u></u></b>

# Minot Park District Project Detail Report

	Expenses	Budget
<b>Revenues</b>		
Bond Proceeds		
2023-03-P1 - Utility Vehicle	\$26,766.00	\$26,766.00
2024-02-P7 - Bison Trail Parking - 2024	\$183,311.77	\$183,311.77
2024-51-P3 - Auditorium Paving - 2024	\$1,071,194.59	\$1,071,194.59
2024-54-P3 - Scheel Complex Paving - 2024	\$204,834.38	\$204,834.38
<b>Total</b>	<b>\$1,486,106.74</b>	<b>\$1,486,106.74</b>
Operational Revenue		
Park Revenue		
2023-02-P3 - 11th and 11th Playground	\$15,000.00	\$15,000.00
2024-02-P7 - Bison Trail Parking - 2024	\$210,367.00	\$210,367.00
<b>Total</b>	<b>\$225,367.00</b>	<b>\$225,367.00</b>
Recreation Revenue		
2024-56-P1 - Event Trailer	\$20,000.00	\$20,000.00
<b>Total</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>
<b>Total</b>	<b>\$245,367.00</b>	<b>\$245,367.00</b>
<b>Total Revenues</b>	<b>\$1,731,473.74</b>	<b>\$1,731,473.74</b>

<b>Expenses</b>		
Operation Expenses		
Park District Expenses		
Capital Projects		
2021-17-P5 - 2021 - West Rink Garage	\$6,645.00	(\$6,645.00)
2023-01-P2 - Comprehensive Plan	\$595.96	(\$595.96)
2023-02-P3 - 11th and 11th Playground	\$71,920.54	(\$71,920.54)
2023-03-P1 - Utility Vehicle	\$39,314.94	(\$39,314.94)
2023-03-P4 - African Plains Building	\$18,837.54	(\$18,837.54)
2023-09-P1 - Golf Course Restroom - 202	\$15,134.23	(\$15,134.23)
2023-17-P4 - MAYSA Light Fixtures	\$21,950.00	(\$21,950.00)
2024-01-P1 - Paytrac	\$9,449.54	(\$9,449.54)
2024-02-P1 - Fiber Replacement - 202	\$7,595.00	(\$7,595.00)
2024-02-P2 - Ford F-350	\$63,760.70	(\$63,760.70)
2024-02-P4 - Playground Upgrade - 20	\$2,611.00	(\$2,611.00)
2024-02-P5 - Skidsteer Attachments	\$40,592.17	(\$40,592.17)
2024-02-P6 - Service Body	\$11,232.44	(\$11,232.44)
2024-02-P7 - Bison Trail Parking - 202	\$309,129.74	(\$309,129.74)
2024-03-P3 - Animal Crates	\$16,025.87	(\$16,025.87)
2024-03-P4 - Safety Equipment	(\$9,163.20)	\$9,163.20
2024-03-P5 - Zoo Water Line - 2024	\$6,200.00	(\$6,200.00)
2024-05-P1 - Lifeguard Stands	\$2,498.73	(\$2,498.73)
2024-05-P2 - Chemical Probes	\$3,962.95	(\$3,962.95)

# Minot Park District Project Detail Report

	<u>Expenses</u>	<u>Budget</u>
2024-05-P3 - Pool Filtration Upgrades	\$77,490.65	(\$77,490.65)
2024-06-P1 - Backstop Outlets	\$3,484.49	(\$3,484.49)
2024-07-P1 - Corbett Sound System	\$18,700.00	(\$18,700.00)
2024-07-P2 - Corbett Netting	\$5,871.60	(\$5,871.60)
2024-08-P1 - Cold Storage Concrete -	\$354.30	(\$354.30)
2024-12-P1 - Toolcat	\$41,070.87	(\$41,070.87)
2024-14-P1 - Facility Improvements	\$16,750.00	(\$16,750.00)
2024-17-P1 - Condensing Tower	\$160,837.45	(\$160,837.45)
2024-17-P4 - MAYSA Lights - 2024	\$20,695.00	(\$20,695.00)
2024-21-P2 - Radio City Water Line	\$19,500.00	(\$19,500.00)
Total	<u>\$1,003,047.51</u>	<u>(\$1,003,047.51)</u>
Total	<u>\$1,003,047.51</u>	<u>(\$1,003,047.51)</u>
Recreation Expenses		
Capital Projects		
2022-51-P3 - Tables and Chairs - Aud	\$11,352.06	(\$11,352.06)
2023-54-P1 - Scheels Complex Paving	\$6,940.50	(\$6,940.50)
2024-51-P2 - Angle Broom	\$6,192.44	(\$6,192.44)
2024-51-P3 - Auditorium Paving - 202	\$986,979.34	(\$986,979.34)
2024-54-P3 - Scheel Complex Paving -	\$289,049.63	(\$289,049.63)
2024-56-P1 - Event Trailer	\$42,694.99	(\$42,694.99)
2024-56-P2 - Archery Targets	\$488.48	(\$488.48)
Total	<u>\$1,343,697.44</u>	<u>(\$1,343,697.44)</u>
Total	<u>\$1,343,697.44</u>	<u>(\$1,343,697.44)</u>
Total	<u>\$2,346,744.95</u>	<u>(\$2,346,744.95)</u>
<b>Total Expenses</b>	<b><u>\$2,346,744.95</u></b>	<b><u>(\$2,346,744.95)</u></b>

Vendor name	Invoice number	Invoice date	Account description	Department	Amount	Project Description
Menards	75957	12/27/2024	Buildings & Grounds	19th Hole	\$49.99	
City of Minot Utility Billing	450490	11/21/2024	Electric Utilities	19th Hole	\$65.84	
City of Minot Utility Billing	465239	12/18/2024	Water	19th Hole	\$15.20	
Montana-Dakota Utilities	22363110002-112524	11/25/2024	Gas Utilities	19th Hole	\$282.17	
				<b>19th Hole Total</b>	<b>\$413.20</b>	
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Admin	\$6,023.02	
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Admin	\$30.00	
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Admin	\$186.11	
BAG LLC	22370	11/30/2024	Promotions	Admin	\$250.00	
Advanced Business Methods	AR1866681	12/23/2024	Copier Lease	Admin	\$98.07	
Dakota Supply Group	S104346845.001	12/25/2024	Late Fee Expense	Admin	\$7.99	
CardConnect	INV00231275	12/30/2024	Credit Card Processing Fees	Admin	\$25.00	
Morellis Distributing, Inc.	1015389	12/26/2024	Office Supplies	Admin	\$87.00	
Walmart	1659831350	12/19/2024	Promotions	Admin	\$103.55	
Rotary Club of Minot	Elly - 2024	10/31/2024	Association Dues	Admin	\$1,563.00	
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Admin	\$30.00	
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Admin	\$186.11	
Dairy One Cooperative Inc	FCHRG00021379	12/6/2024	Late Fee Expense	Admin	\$79.00	
Workforce Safety & Insurance	N2GOUL22CA	12/19/2024	Workers Compensation	Admin	\$0.56	
AT&T	Dec-24	12/24/2024	Telephone	Admin	\$220.96	
Vermont Systems	VS015096	12/1/2024	Contract Labor	Admin	\$30,916.56	
Pro IT	5687	12/13/2024	Computer Mtce/Programming	Admin	\$250.00	
Arrowhead Ace Hardware	279503	12/31/2024	Late Fee Expense	Admin	\$1.68	
SRT Communications, Inc.	2722700N-121824	12/18/2024	Telephone	Admin	\$533.28	
Minot Area Chamber of Commerce	56098	9/17/2024	Promotions	Admin	\$500.00	
iHeart Media	8822131285	11/30/2024	Promotions	Admin	\$732.28	
BAG LLC	22918	12/31/2024	Promotions	Admin	\$275.00	
Pitney Bowes Purchase Power	Dec-24	12/26/2024	Postage	Admin	\$193.59	
National Recreation & Park Assn.	tParkDistrict-120324	12/3/2024	Association Dues	Admin	\$470.00	
Pro IT	5943	12/31/2024	Computer Mtce/Programming	Admin	\$448.60	
All American Trophies & Screen Printing	130953	10/17/2024	Awards & Incentives	Admin	\$45.00	
Brite-Way Window Cleaning, Inc.	tParkDistrict-120424	12/4/2024	Office Cleaning	Admin	\$28.00	
Brite-Way Window Cleaning, Inc.	tParkDistrict-123024	12/30/2024	Office Cleaning	Admin	\$28.00	
Winsupply	992411-00	11/25/2024	Late Fee Expense	Admin	\$78.65	
Macs Inc.	24-Dec	12/25/2024	Late Fee Expense	Admin	\$10.00	
NDRPA	2543	12/16/2024	Association Dues	Admin	\$3,500.00	
Pro IT	5713	12/21/2024	Computer Mtce/Programming	Admin	\$13.75	
iHeart Media	8822041745	11/12/2024	Promotions	Admin	\$500.00	
Advanced Business Methods	AR1864920	12/19/2024	Copier Lease	Admin	\$117.18	
				<b>Admin Total</b>	<b>\$47,531.94</b>	
Ecolab Pest Elimination	6968483	12/18/2024	Pest Elimination	Auditorium	\$164.31	
Gefroh Electric, Inc.	15562	12/18/2024	Buildings & Grounds	Auditorium	\$180.00	
Circle Sanitation	56809	12/20/2024	Sanitation	Auditorium	\$593.25	
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Auditorium	\$3,532.10	
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Auditorium	\$99.93	
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Auditorium	\$21.19	

Border States Industries Inc	929604122	12/20/2024	Buildings & Grounds	Auditorium	\$152.87
Montana-Dakota Utilities	65453726807-120524	12/5/2024	Gas Utilities	Auditorium	\$3,288.85
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Auditorium	\$21.19
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Auditorium	\$99.93
SRT Communications, Inc.	10862900-122224	12/22/2024	Telephone	Auditorium	\$650.22
Mowbray & Son Plumbing & Heating, Inc.	60271	12/30/2024	Buildings & Grounds	Auditorium	\$5,959.00
Dacotah Paper Co.	46411	12/30/2024	Buildings & Grounds	Auditorium	\$425.02
AT&T	Dec-24	12/24/2024	Telephone	Auditorium	\$285.48
ADP Screening and Selection Services	2832294-11-2024	12/2/2024	Background Check Expense	Auditorium	\$399.12
Pro IT	5653	12/2/2024	Buildings & Grounds	Auditorium	\$187.50
All American Trophies & Screen Printing	131235	11/25/2024	Uniforms	Auditorium	\$725.63
All American Trophies & Screen Printing	131410	12/12/2024	Uniforms	Auditorium	\$1,035.00
City of Minot Utility Billing	464993	12/18/2024	Water	Auditorium	\$82.46
City of Minot Utility Billing	468719	12/26/2024	Water	Auditorium	\$541.82
Steins, Inc.	949220	12/12/2024	Buildings & Grounds	Auditorium	\$175.99
ADP Screening and Selection Services	2832294-12-2024	12/30/2024	Background Check Expense	Auditorium	\$204.47
Midcontinent Communications	3.00418E+13	12/1/2024	Cable TV	Auditorium	\$416.28
City of Minot Utility Billing	464992	12/18/2024	Water	Auditorium	\$250.91
Soltis Business Forms	29012	12/12/2024	Uniforms	Auditorium	\$658.71
All American Trophies & Screen Printing	131575	12/30/2024	Uniforms	Auditorium	\$54.00
All American Trophies & Screen Printing	131237	11/25/2024	Uniforms	Auditorium	\$583.73
All American Trophies & Screen Printing	131412	12/12/2024	Uniforms	Auditorium	\$154.00
Dacotah Paper Co.	39254	12/11/2024	Buildings & Grounds	Auditorium	\$516.36
Minot Boys Wrestling Boosters	12/21/2024	12/21/2024	Buildings & Grounds	Auditorium	\$175.00
				<b>Auditorium Total</b>	<b>\$21,634.32</b>
Morellis Distributing, Inc.	1015164	12/19/2024	Concession Supplies	Auditorium Concessions	\$41.00
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Auditorium Concessions	\$2,177.82
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Auditorium Concessions	\$16.39
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Auditorium Concessions	\$3.75
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Auditorium Concessions	\$3.75
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Auditorium Concessions	\$16.39
US Foods Inc	4402039	12/5/2024	Concession Supplies	Auditorium Concessions	\$139.98
Northern Bottling Company	1390080	12/12/2024	Concession Supplies	Auditorium Concessions	\$2,671.75
ADP Screening and Selection Services	2832294-12-2024	12/30/2024	Background Check Expense	Auditorium Concessions	\$29.21
Morellis Distributing, Inc.	1014841	12/13/2024	Concession Supplies	Auditorium Concessions	\$2,582.40
Morellis Distributing, Inc.	1015165	12/19/2024	Concession Supplies	Auditorium Concessions	\$218.00
Marketplace Food & Drug	0035	12/6/2024	Concession Supplies	Auditorium Concessions	\$10.76
				<b>Auditorium Concessions Total</b>	<b>\$7,911.20</b>
Gerdau Ameristeel Box #7742	9014373407	12/4/2024	Equipment	Equipment	\$443.60
Northwest Tire Inc.	10171937	12/12/2024	Motor Vehicles	Equipment	\$2,149.60
Gooseneck Implement	11209890	12/12/2024	Equipment	Equipment	\$488.02
Acme Tools-Minot	13722543	12/13/2024	Minor Apparatus	Equipment	\$256.52
Snap On	ARV/63405145	12/16/2024	Minor Apparatus	Equipment	\$434.05
Acme Tools-Minot	13741046	12/17/2024	Maintenance Shop Supplies	Equipment	\$51.97
MTI Distributing	1458475-00	12/19/2024	Equipment	Equipment	\$1,060.67
Minot Auto Supply	5062-963503	12/20/2024	Motor Vehicles	Equipment	\$32.67
Minot Auto Supply	5062-963503	12/20/2024	Equipment	Equipment	\$49.57

Minot Auto Supply	5062-962342	12/10/2024	Equipment	Equipment	\$149.14
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Equipment	\$2,789.18
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Equipment	\$46.40
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Equipment	\$11.25
Gooseneck Implement	11207299	12/4/2024	Equipment	Equipment	\$576.73
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Equipment	\$11.25
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Equipment	\$46.40
OK Tire Store	Dec-24	12/31/2024	Equipment	Equipment	\$42.04
Prairie Supply	0645106-IN	12/10/2024	Maintenance Shop Supplies	Equipment	\$450.50
Gooseneck Implement	11212040	12/18/2024	Equipment	Equipment	\$170.99
MTI Distributing	1458476-00	12/23/2024	Equipment	Equipment	\$91.79
Swanston Equipment Corporation	P68562	12/3/2024	Equipment	Equipment	\$2,404.15
Acme Tools-Minot	13673163	12/5/2024	Equipment	Equipment	\$167.63
American Truck & Trailer, LLC	36712	12/27/2024	Equipment	Equipment	\$1,013.89
Gooseneck Implement	11214422	12/27/2024	Equipment	Equipment	\$104.93
General Trading Company	313365	11/12/2024	Maintenance Shop Supplies	Equipment	\$38.30
Napa Auto Parts	563625	12/26/2024	Motor Vehicles	Equipment	\$15.99
Napa Auto Parts	563625	12/26/2024	Fuel Expense	Equipment	\$75.96
Napa Auto Parts	563625	12/26/2024	Equipment	Equipment	\$62.93
Menards	67223	9/6/2024	Equipment	Equipment	\$170.92
Northwest Tire Inc.	4353194	12/31/2024	Equipment	Equipment	\$1,738.44
Westlie Motors	100737	12/31/2024	Motor Vehicles	Equipment	\$215.05
General Trading Company	313293	11/4/2024	Maintenance Shop Supplies	Equipment	\$41.90
General Trading Company	313476	11/18/2024	Maintenance Shop Supplies	Equipment	\$56.15
Macs Inc.	E04208	12/6/2024	Maintenance Shop Supplies	Equipment	\$56.66
Northwest Tire Inc.	10171936	12/12/2024	Motor Vehicles	Equipment	\$645.12
Linde Gas and Equipment Inc	47252900	12/31/2024	Maintenance Shop Supplies	Equipment	\$376.42
Minot Auto Supply	5062-962837	12/14/2024	Fuel Expense	Equipment	\$68.72
Menards	76168	12/30/2024	Equipment	Equipment	\$149.99
Minot Auto Supply	5062-962837	12/14/2024	Motor Vehicles	Equipment	\$22.01
Minot Auto Supply	5062-963364	12/19/2024	Motor Vehicles	Equipment	\$21.78
Minot Auto Supply	5062-963821	12/26/2024	Motor Vehicles	Equipment	\$18.06
Macs Inc.	E04771	12/9/2024	Maintenance Shop Supplies	Equipment	\$11.99
RDO Equipment Co.	P0186807	12/27/2024	Fuel Expense	Equipment	\$71.31
Swanston Equipment Corporation	P69057	12/30/2024	Fuel Expense	Equipment	\$147.54
Gooseneck Implement	11209888	12/12/2024	Equipment	Equipment	\$180.16
Gooseneck Implement	11212431	12/19/2024	Equipment	Equipment	\$266.49
Swanston Equipment Corporation	P68964	12/20/2024	Equipment	Equipment	\$573.83
RDO Equipment Co.	P0186807	12/27/2024	Equipment	Equipment	\$1,420.77
Swanston Equipment Corporation	P69057	12/30/2024	Equipment	Equipment	\$361.08
				<b>Equipment Total</b>	<b>\$19,850.51</b>
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Forestry	\$2,854.96
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Forestry	\$64.09
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Forestry	\$15.00
Acme Tools-Minot	13793113	12/30/2024	Safety Equipment	Forestry	\$35.97
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Forestry	\$15.00
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Forestry	\$64.09

Michael Kleen	12/27/2024	12/27/2024	Water	Forestry	\$10.00	
AT&T	Dec-24	12/24/2024	Telephone	Forestry	\$287.16	
General Trading Company	313056	11/14/2024	Equipment	Forestry	\$32.50	
Montana-Dakota Utilities	75507254946-121924	12/19/2024	Gas Utilities	Forestry	\$259.72	
Lowes Garden Center & Floral	30282	12/2/2024	Trees	Forestry	\$65.00	
Northwest Tire Inc.	10172333	12/18/2024	Equipment	Forestry	\$645.12	
ADP Screening and Selection Services	2832294-12-2024	12/30/2024	Background Check Expense	Forestry	\$29.21	
Circle Sanitation	56810	12/20/2024	Sanitation	Forestry	\$93.25	
Westlie Motors	805503	12/20/2024	Equipment	Forestry	\$792.83	
RDO Equipment Co.	P0186807	12/27/2024	Equipment	Forestry	\$442.13	
				<b>Forestry Total</b>	<b>\$5,706.03</b>	
City of Minot 401 Retirement	12/27/2024	12/27/2024	Pension Costs Withheld	General	\$377.91	
City of Minot 401 Retirement	12/27/2024	12/27/2024	Pension Costs Withheld	General	\$354.30	
City of Minot 401 Retirement	12/27/2024	12/27/2024	Pension Costs Withheld	General	\$302.35	
City of Minot Pension Plan	12/27/2024	12/27/2024	Pension Costs Withheld	General	\$20,669.10	
City of Minot Pension Plan	12/27/2024	12/27/2024	Pension Costs Withheld	General	\$5,189.27	
NDPHIT	tParkDistrict-121924	12/19/2024	Voluntary Benefits	General	\$1,679.66	
NDPHIT	tParkDistrict-121924	12/19/2024	BC/BS Payable	General	\$13,181.91	
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Voluntary Benefits	General	\$1,429.13	
Unum Life Insurance Company of America	Jan-25	12/16/2024	Voluntary Benefits	General	\$1,429.13	
Enerbase	Dec-24	12/31/2024	Accrued Expenses	General	\$6,799.77	
Minot Park Foundation	Dec-24	12/31/2024	Foundation Transfer	General	\$100.00	
Souris Valley United Fund	12/27/2024	12/27/2024	United Fund Contributions	General	\$13.00	
				<b>General Total</b>	<b>\$51,525.53</b>	
Swanston Equipment Corporation	W18748	12/11/2024	Equipment	Golf Course	\$1,743.18	
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Golf Course	\$1,354.28	
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Golf Course	\$53.49	
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Golf Course	\$11.25	
Menards	75957	12/27/2024	Buildings & Grounds	Golf Course	\$17.44	
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Golf Course	\$11.25	
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Golf Course	\$53.49	
All American Trophies & Screen Printing	131437	12/14/2024	Uniforms	Golf Course	\$23.00	
AT&T	Dec-24	12/24/2024	Telephone	Golf Course	\$67.16	
MTI Distributing	1457052-00	12/2/2024	Equipment	Golf Course	\$279.78	
Macs Inc.	E02673	11/26/2024	Buildings & Grounds	Golf Course	\$106.64	
SRT Communications, Inc.	2724000-122224	12/22/2024	Telephone	Golf Course	\$198.98	
Menards	75305	12/16/2024	Office Supplies	Golf Course	\$55.98	
Menards	75305	12/16/2024	Minor Apparatus	Golf Course	\$24.91	
MTI Distributing	1457617-00	12/10/2024	Equipment	Golf Course	\$359.09	
MTI Distributing	1458175-00	12/16/2024	Education & Training	Golf Course	\$990.00	
Xcel Energy	905899205	12/9/2024	Electric Utilities	Golf Course	\$172.10	
				<b>Golf Course Total</b>	<b>\$5,522.02</b>	
Scheels	24-Dec	12/16/2024	Capital Outlay - Improvements	Hoeven	\$3,484.49	Backstop Outlets
Xcel Energy	906186525	12/10/2024	Electric Utilities	Hoeven	\$421.00	
				<b>Hoeven Total</b>	<b>\$3,905.49</b>	
Circle Sanitation	56811	12/20/2024	Sanitation	Horticulture	\$136.00	
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Horticulture	\$2,177.82	

Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Horticulture	\$43.46
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Horticulture	\$7.50
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Horticulture	\$7.50
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Horticulture	\$43.46
AT&T	Dec-24	12/24/2024	Telephone	Horticulture	\$128.66
A-1 Evans Septic Tank Service	120874	12/31/2024	Sanitation	Horticulture	\$165.00
A-1 Evans Septic Tank Service	120876	12/31/2024	Sanitation	Horticulture	\$265.00
City of Minot Utility Billing	470352	12/26/2024	Water	Horticulture	\$23.64
SRT Communications, Inc.	2729500-122224	12/22/2024	Telephone	Horticulture	\$169.47
Montana-Dakota Utilities	76524110004-121924	12/19/2024	Gas Utilities	Horticulture	\$1,146.22
Xcel Energy	908218006	12/26/2024	Electric Utilities	Horticulture	\$752.68
				<b>Horticulture Total</b>	<b>\$5,066.41</b>
Acme Tools-Minot	13720065	12/13/2024	Minor Apparatus	Maintenance	\$61.59
Dakota Supply Group	S104308799.001	12/10/2024	Buildings & Grounds	Maintenance	\$66.40
Magic City Garage Door & Awning	123-2401	9/21/2024	Buildings & Grounds	Maintenance	\$85.00
Magic City Garage Door & Awning	123-2402	9/21/2024	Buildings & Grounds	Maintenance	\$35.75
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Maintenance	\$8,645.50
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Maintenance	\$122.05
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Maintenance	\$26.25
Xcel Energy	906164484	12/10/2024	Electric Utilities	Maintenance	\$305.92
Schock Safe & Lock Service, Inc.	227339	12/23/2024	Buildings & Grounds	Maintenance	\$463.20
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Maintenance	\$26.25
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Maintenance	\$122.05
AT&T	Dec-24	12/24/2024	Telephone	Maintenance	\$277.30
ADP Screening and Selection Services	2832294-11-2024	12/2/2024	Background Check Expense	Maintenance	\$29.21
North Prairie Regional Water District	046161200100-122424	12/24/2024	Water	Maintenance	\$118.00
Menards	65620	8/16/2024	Buildings & Grounds	Maintenance	\$422.18
Montana-Dakota Utilities	86524110003-121924	12/19/2024	Gas Utilities	Maintenance	\$600.36
SRT Communications, Inc.	10481900-122224	12/22/2024	Telephone	Maintenance	\$1.67
Xcel Energy	906717909	12/13/2024	Electric Utilities	Maintenance	\$34.12
Xcel Energy	906828985	12/13/2024	Electric Utilities	Maintenance	\$31.60
A-1 Evans Septic Tank Service	120873	12/31/2024	Sanitation	Maintenance	\$165.00
Gravel Products, Inc	443846	11/27/2024	Buildings & Grounds	Maintenance	\$616.77
Winsupply	097182 01	12/3/2024	Buildings & Grounds	Maintenance	\$10.75
Winsupply	097629 01	12/18/2024	Buildings & Grounds	Maintenance	\$17.14
Winsupply	097502 01	12/13/2024	Buildings & Grounds	Maintenance	\$31.96
City of Minot Utility Billing	464175	12/17/2024	Water	Maintenance	\$54.59
SRT Communications, Inc.	9470600N-121824	12/18/2024	Telephone	Maintenance	\$195.23
Border States Industries Inc	929636121	12/31/2024	Minor Apparatus	Maintenance	\$587.67
Schock Safe & Lock Service, Inc.	227309	12/18/2024	Buildings & Grounds	Maintenance	\$15.58
Winsupply	097218 01	12/13/2024	Buildings & Grounds	Maintenance	\$1,001.86
Xcel Energy	905976356	12/9/2024	Electric Utilities	Maintenance	\$95.98
Xcel Energy	907232782	12/17/2024	Electric Utilities	Maintenance	\$20.50
City of Minot Utility Billing	459176	12/12/2024	Water	Maintenance	\$866.54
Circle Sanitation	56812	12/20/2024	Sanitation	Maintenance	\$136.00
Dakota Supply Group	S104292169.001	12/4/2024	Buildings & Grounds	Maintenance	\$163.96
Menards	76168	12/30/2024	Buildings & Grounds	Maintenance	\$56.87

SRT Communications, Inc.	11810100-122224	12/22/2024 Telephone	Maintenance	\$49.95
Verendrye Electric Cooperative	4457301-120424	12/4/2024 Electric Utilities	Maintenance	\$54.77
Xcel Energy	906775440	12/13/2024 Electric Utilities	Maintenance	\$1,863.38
Xcel Energy	908612069	12/30/2024 Electric Utilities	Maintenance	\$572.87
A-1 Evans Septic Tank Service	120875	12/31/2024 Sanitation	Maintenance	\$275.00
All American Trophies & Screen Printing	131435	12/14/2024 Uniforms	Maintenance	\$220.00
Menards	75781	12/23/2024 Buildings & Grounds	Maintenance	\$52.60
Gravel Products, Inc	443848	11/27/2024 Buildings & Grounds	Maintenance	\$625.55
Winsupply	097247 01	12/5/2024 Buildings & Grounds	Maintenance	\$8.80
Montana-Dakota Utilities	27758398443-121224	12/12/2024 Gas Utilities	Maintenance	\$88.32
Xcel Energy	907478202	12/18/2024 Electric Utilities	Maintenance	\$30.26
			<b>Maintenance Total</b>	<b>\$19,352.30</b>
Steins, Inc.	949275	12/13/2024 Minor Apparatus	MAYSA	\$353.03
Hawkins, Inc.	6938248	12/15/2024 Ice Maintenance	MAYSA	\$50.00
Steins, Inc.	949331	12/16/2024 Minor Apparatus	MAYSA	\$507.43
Big Hill Services, Ltd.	34700	12/17/2024 Equipment	MAYSA	\$160.42
City of Minot	21127	12/4/2024 Buildings & Grounds	MAYSA	\$50.00
Morellis Distributing, Inc.	1014753	12/12/2024 Cleaning Supplies	MAYSA	\$2,092.50
Circle Sanitation	56813	12/20/2024 Sanitation	MAYSA	\$812.50
Montana-Dakota Utilities	05002310000-121224	12/12/2024 Gas Utilities	MAYSA	\$3,123.54
Steins, Inc.	949075	12/11/2024 Minor Apparatus	MAYSA	\$302.31
Vestis	2550411330	12/9/2024 Minor Apparatus	MAYSA	\$210.36
NDPHIT	tParkDistrict-121924	12/19/2024 Blue Cross & Life Insurance	MAYSA	\$5,563.52
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024 Long Term Disability	MAYSA	\$100.86
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024 Blue Cross & Life Insurance	MAYSA	\$22.50
Xcel Energy	906684919	12/12/2024 Electric Utilities	MAYSA	\$27,994.15
Ecolab Pest Elimination	6737925	11/20/2024 Pest Elimination	MAYSA	\$764.84
Unum Life Insurance Company of America	Jan-25	12/16/2024 Blue Cross & Life Insurance	MAYSA	\$22.50
Unum Life Insurance Company of America	Jan-25	12/16/2024 Long Term Disability	MAYSA	\$100.86
AT&T	Dec-24	12/24/2024 Telephone	MAYSA	\$67.16
Montana-Dakota Utilities	96962847016-121224	12/12/2024 Gas Utilities	MAYSA	\$792.95
Grosche Electric Inc	6799	12/1/2024 Buildings & Grounds	MAYSA	\$735.15
R & R Specialties of Wisconsin, Inc	0083830-IN	12/2/2024 Equipment	MAYSA	\$651.75
Midcontinent Communications	1.2165E+13	12/23/2024 Cable TV	MAYSA	\$147.64
Speedee Delivery Service, Inc.	1159757	12/21/2024 Blade Sharpening	MAYSA	\$101.66
Superior Cleaning Service, Inc.	7089	12/31/2024 Contract Labor	MAYSA	\$2,700.00
SRT Communications, Inc.	2720300-122224	12/22/2024 Telephone	MAYSA	\$679.88
Gefroh Electric, Inc.	15647	12/31/2024 Buildings & Grounds	MAYSA	\$1,313.50
Main Electric Construction, Inc.	48887	12/24/2024 Buildings & Grounds	MAYSA	\$861.43
Servpro of Minot	4100	12/12/2024 Buildings & Grounds	MAYSA	\$433.36
ND AAST	24-Dec	12/24/2024 Promotions	MAYSA	\$100.00
Steins, Inc.	948953	12/6/2024 Minor Apparatus	MAYSA	\$264.04
Steins, Inc.	949275-1	12/17/2024 Minor Apparatus	MAYSA	\$232.02
All American Trophies & Screen Printing	131596	12/30/2024 Uniforms	MAYSA	\$2,465.54
Main Electric Construction, Inc.	48793	12/19/2024 Buildings & Grounds	MAYSA	\$953.94
Athletica/Sport Systems Unlimited	422906	12/30/2024 Buildings & Grounds	MAYSA	\$2,257.70
SRT Communications, Inc.	10228700-122224	12/22/2024 Telephone	MAYSA	\$35.47

City of Minot Utility Billing	467776	12/18/2024	Water	MAYSA	\$1,264.67
Vestis	2550417290	12/23/2024	Minor Apparatus	MAYSA	\$182.83
Nova Fire Protection Inc	65787	12/13/2024	Buildings & Grounds	MAYSA	\$893.00
Batteries & Bulbs	P78730014	12/17/2024	Buildings & Grounds	MAYSA	\$738.20
City of Minot Utility Billing	467237	12/18/2024	Water	MAYSA	\$2,135.87
				<b>MAYSA Total</b>	<b>\$62,239.08</b>
Circle Sanitation	56814	12/20/2024	Sanitation	Oak Park	\$379.50
City of Minot Utility Billing	461582	12/12/2024	Water	Oak Park	\$50.78
Xcel Energy	907266473	12/17/2024	Electric Utilities	Oak Park	\$19.79
A-1 Evans Septic Tank Service	120880	12/31/2024	Sanitation	Oak Park	\$275.00
Xcel Energy	908101329	12/24/2024	Electric Utilities	Oak Park	\$1,088.83
				<b>Oak Park Total</b>	<b>\$1,813.90</b>
McGee, Hankla, Backes, & Dobrovolny PC	Dec-24	12/3/2024	Attorney	Other Expenditures	\$3,757.50
First Western Insurance	185932	12/10/2024	Insurance	Other Expenditures	\$756.00
				<b>Other Expenditures Total</b>	<b>\$4,513.50</b>
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Pro Shop	\$677.14
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Pro Shop	\$25.54
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Pro Shop	\$1.88
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Pro Shop	\$1.88
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Pro Shop	\$25.54
Xcel Energy	905899211	12/9/2024	Electric Utilities	Pro Shop	\$576.17
USGA	tParkDistrict-120224	12/2/2024	Office Supplies	Pro Shop	\$175.00
SRT Communications, Inc.	2724100-112224	11/22/2024	Telephone	Pro Shop	\$100.40
SRT Communications, Inc.	2724100N-121824	12/18/2024	Telephone	Pro Shop	\$100.40
				<b>Pro Shop Total</b>	<b>\$1,683.95</b>
A-1 Evans Septic Tank Service	120878	12/31/2024	Sanitation	Radio City	\$275.00
				<b>Radio City Total</b>	<b>\$275.00</b>
Schock Safe & Lock Service, Inc.	227320	12/19/2024	Minor Apparatus	Recreation Admin	\$55.00
NDPHIT	tParkDistrict-121924	12/19/2024	Blue Cross & Life Insurance	Recreation Admin	\$3,678.50
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Long Term Disability	Recreation Admin	\$60.11
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024	Blue Cross & Life Insurance	Recreation Admin	\$7.50
SRT Communications, Inc.	11398700-122224	12/22/2024	Telephone	Recreation Admin	\$44.99
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Recreation Admin	\$7.50
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Recreation Admin	\$60.11
All American Trophies & Screen Printing	131582	12/31/2024	Promotions	Recreation Admin	\$2,000.00
AT&T	Dec-24	12/24/2024	Telephone	Recreation Admin	\$143.22
City of Minot Utility Billing	454372	11/27/2024	Water	Recreation Admin	\$312.14
ADP Screening and Selection Services	2832294-11-2024	12/2/2024	Background Check Expense	Recreation Admin	\$29.21
Ann Nesheim	12/19/2024	12/19/2024	Promotions	Recreation Admin	\$64.48
All American Trophies & Screen Printing	131410	12/12/2024	Promotions	Recreation Admin	\$1,035.00
All American Trophies & Screen Printing	131411	12/12/2024	Promotions	Recreation Admin	\$300.00
Minot Park Foundation	Dec-24	12/31/2024	Golf Tournament	Recreation Admin	\$1,458.65
Minot Park Foundation	Dec-24	12/31/2024	Souris Golf Scramble	Recreation Admin	\$3,939.00
Soltis Business Forms	29012	12/12/2024	Uniforms	Recreation Admin	\$260.04
ADP Screening and Selection Services	2832294-12-2024	12/30/2024	Background Check Expense	Recreation Admin	\$116.84
Walmart	4.337E+11	12/2/2024	Promotions	Recreation Admin	\$63.41
Walmart	12112024	12/11/2024	Promotions	Recreation Admin	\$71.66

SRT Communications, Inc.	11398900-122224	12/22/2024 Telephone	Recreation Admin	\$94.94
			<b>Recreation Admin Total</b>	<b>\$13,802.30</b>
City of Minot Utility Billing	458785	12/5/2024 Water	Roosevelt Pool	\$1,537.50
City of Minot Utility Billing	459096	12/5/2024 Water	Roosevelt Pool	\$6,571.07
Montana-Dakota Utilities	15062294465-121224	12/12/2024 Gas Utilities	Roosevelt Pool	\$26.00
Montana-Dakota Utilities	56510560685-121224	12/12/2024 Gas Utilities	Roosevelt Pool	\$72.19
Hawkins, Inc.	6938247	12/15/2024 Chemicals	Roosevelt Pool	\$20.00
Scheels	24-Dec	12/16/2024 Capital Outlay - Improvements	Roosevelt Pool	\$2,498.73 Lifeguard Stands
Advanced Engineering and Environmental	99576	12/10/2024 Capital Outlay - Improvements	Roosevelt Pool	\$45,878.40 Pool Filtration Upgrades
			<b>Roosevelt Pool Total</b>	<b>\$56,603.89</b>
Xcel Energy	905899190	12/9/2024 Electric Utilities	SHA	\$60.88
City of Minot Utility Billing	465254	12/18/2024 Water	SHA	\$27.23
Xcel Energy	907376486	12/18/2024 Electric Utilities	SHA	\$104.96
Circle Sanitation	56816	12/20/2024 Sanitation	SHA	\$144.75
			<b>SHA Total</b>	<b>\$337.82</b>
City of Minot Utility Billing	463192	12/12/2024 Water	Soccer Complex	\$22.91
Xcel Energy	906179468	12/10/2024 Electric Utilities	Soccer Complex	\$42.29
A-1 Evans Septic Tank Service	120877	12/31/2024 Sanitation	Soccer Complex	\$275.00
			<b>Soccer Complex Total</b>	<b>\$340.20</b>
FDHU - Environmental Health	tParkDistrict-110424	11/4/2024 Licenses & Permits	Splash Pad	\$200.00
			<b>Splash Pad Total</b>	<b>\$200.00</b>
NDPHIT	tParkDistrict-121924	12/19/2024 Blue Cross & Life Insurance	Tennis Center	\$1,500.68
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024 Long Term Disability	Tennis Center	\$21.39
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024 Blue Cross & Life Insurance	Tennis Center	\$2.44
Unum Life Insurance Company of America	Jan-25	12/16/2024 Blue Cross & Life Insurance	Tennis Center	\$2.44
Unum Life Insurance Company of America	Jan-25	12/16/2024 Long Term Disability	Tennis Center	\$21.39
Montana-Dakota Utilities	96143110003-120624	12/6/2024 Gas Utilities	Tennis Center	\$474.01
Dacotah Paper Co.	42468	12/18/2024 Office Supplies	Tennis Center	\$87.39
Circle Sanitation	58690	12/20/2024 Sanitation	Tennis Center	\$52.50
M & S Sheet Metal, Inc.	31193	12/30/2024 Minor Apparatus	Tennis Center	\$374.08
Marc White	4.346E+11	12/11/2024 Office Supplies	Tennis Center	\$74.96
			<b>Tennis Center Total</b>	<b>\$2,611.28</b>
Circle Sanitation	56815	12/20/2024 Sanitation	Zoo	\$507.00
Montana-Dakota Utilities	80202478527-121224	12/12/2024 Gas Utilities	Zoo	\$214.97
A-1 Evans Septic Tank Service	120376	11/30/2024 Sanitation	Zoo	\$220.00
NDPHIT	tParkDistrict-121924	12/19/2024 Blue Cross & Life Insurance	Zoo	\$8,418.48
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024 Long Term Disability	Zoo	\$176.73
Unum Life Insurance Company of America	tParkDistrict-121624	12/16/2024 Blue Cross & Life Insurance	Zoo	\$41.25
Montana-Dakota Utilities	03456511041-121224	12/12/2024 Gas Utilities	Zoo	\$364.05
Montana-Dakota Utilities	79666259613-121224	12/12/2024 Gas Utilities	Zoo	\$626.18
Montana-Dakota Utilities	05788351459-121224	12/12/2024 Gas Utilities	Zoo	\$26.26
Pro IT	5719	12/23/2024 Computer Mtce/Programming	Zoo	\$125.00
US Foods Inc	4894426	12/24/2024 Food For Animals	Zoo	\$745.69
NDSU Veterinary Diagnostic Lab.	1B2410613	12/27/2024 Medical Supplies	Zoo	\$72.00
NDSU Veterinary Diagnostic Lab.	1011734C-122724	12/27/2024 Medical Supplies	Zoo	\$72.00
Dacotah Paper Co.	44250	12/23/2024 Minor Apparatus	Zoo	\$1,210.50
North Country Mercantile and Equipment	CT132941	12/23/2024 Food For Animals	Zoo	\$605.95

Dacotah Paper Co.	46552	12/30/2024	Minor Apparatus	Zoo	\$19.55	
Advanced Business Methods	AR1871094	12/31/2024	Copier Lease	Zoo	\$224.05	
Menards	76297	12/31/2024	Buildings & Grounds	Zoo	\$84.24	
Unum Life Insurance Company of America	Jan-25	12/16/2024	Blue Cross & Life Insurance	Zoo	\$41.25	
Unum Life Insurance Company of America	Jan-25	12/16/2024	Long Term Disability	Zoo	\$176.73	
MAX.R	INV29771	12/26/2024	Buildings & Grounds	Zoo	\$1,074.62	
American Welding & Gas	0010575586	12/31/2024	Medical Supplies	Zoo	\$132.62	
AT&T	Dec-24	12/24/2024	Telephone	Zoo	\$268.64	
Montana-Dakota Utilities	75822515344-121224	12/12/2024	Gas Utilities	Zoo	\$98.89	
Advanced Business Methods	AR1860580	12/3/2024	Copier Lease	Zoo	\$224.05	
FedEx	8-701-23290	12/4/2024	Medical Supplies	Zoo	\$12.41	
NDSU Veterinary Diagnostic Lab.	1011734C-120624	12/6/2024	Medical Supplies	Zoo	\$72.00	
NDSU Veterinary Diagnostic Lab.	1011734C-120924	12/9/2024	Medical Supplies	Zoo	\$192.00	
AVI Systems Inc	89017456	12/10/2024	Alarm Service	Zoo	\$1,000.00	
North Country Mercantile and Equipment	CT132160	12/2/2024	Food For Animals	Zoo	\$848.58	
North Country Mercantile and Equipment	CT132160	12/2/2024	Substrate	Zoo	\$9.50	
FedEx	8-708-00292	12/11/2024	Medical Supplies	Zoo	\$54.59	
FedEx	8-708-00293	12/11/2024	Medical Supplies	Zoo	\$88.23	
Vestis	2550412976	12/11/2024	Mats	Zoo	\$333.39	
US Foods Inc	4555694	12/11/2024	Food For Animals	Zoo	\$640.71	
Koala Browse Inc	16305	12/31/2024	Food For Animals	Zoo	\$100.00	
A-1 Evans Septic Tank Service	120879	12/31/2024	Sanitation	Zoo	\$275.00	
Dakota Zoo	24-Dec	12/31/2024	Food For Animals	Zoo	\$701.66	
ND State Board of Animal Health	2024	12/10/2024	Licenses & Permits	Zoo	\$40.00	
North Country Mercantile and Equipment	CT132460	12/10/2024	Food For Animals	Zoo	\$495.50	
North Country Mercantile and Equipment	CT132690	12/17/2024	Food For Animals	Zoo	\$767.80	
Bionic Zoo & Aquarium	23573	12/13/2024	Food For Animals	Zoo	\$2,729.00	
Scheels	24-Dec	12/16/2024	Capital Outlay - Equipment	Zoo	\$343.99	Safety Equipment
Knapp MFG	4433	12/16/2024	Capital Outlay - Furniture and Fixtures	Zoo	\$16,025.87	Animal Crates
SRT Communications, Inc.	2723700-122224	12/22/2024	Telephone	Zoo	\$533.37	
Xcel Energy	908688519	12/30/2024	Electric Utilities	Zoo	\$200.42	
Xcel Energy	908691699	12/30/2024	Electric Utilities	Zoo	\$2,517.56	
Xcel Energy	908775016	12/30/2024	Electric Utilities	Zoo	\$825.22	
Xcel Energy	908609817	12/30/2024	Electric Utilities	Zoo	\$851.03	
Xcel Energy	908713617	12/30/2024	Electric Utilities	Zoo	\$503.62	
Grosche Electric Inc	6821	12/20/2024	Buildings & Grounds	Zoo	\$105.00	
Schock Safe & Lock Service, Inc.	227384	1/2/2024	Buildings & Grounds	Zoo	\$23.95	
City of Minot Utility Billing	468753	12/26/2024	Water	Zoo	\$375.50	
Covetrus North America	CY20067	12/27/2024	Medical Supplies	Zoo	\$827.31	
NDSU Veterinary Diagnostic Lab.	IB2410617	12/27/2024	Medical Supplies	Zoo	\$72.00	
North Country Mercantile and Equipment	CT132313	12/6/2024	Food For Animals	Zoo	\$68.65	
Montana-Dakota Utilities	25625047003-121224	12/12/2024	Gas Utilities	Zoo	\$26.27	
Xcel Energy	908611921	12/30/2024	Electric Utilities	Zoo	\$1,108.18	
Xcel Energy	908822930	12/30/2024	Electric Utilities	Zoo	\$16.93	
Xcel Energy	908813645	12/30/2024	Electric Utilities	Zoo	\$160.06	
Gene-os Septic Tank Service	5181	12/11/2024	Sanitation	Zoo	\$135.00	
Earth Recycling, Inc.	16371	12/1/2024	Recycling	Zoo	\$120.00	

Batteries & Bulbs	P78604465	12/13/2024 Safety Equipment	Zoo	\$97.34
MWI Animal Health	58337248	12/13/2024 Medical Supplies	Zoo	\$29.60
Sound Technologies Inc	SA00139266	12/1/2024 Medical Equipment	Zoo	\$3,144.76
Montana-Dakota Utilities	98283110009-121224	12/12/2024 Gas Utilities	Zoo	\$622.78
Circle Sanitation	48922	10/20/2024 Sanitation	Zoo	\$2,561.75
			<b>Zoo Total</b>	<b>\$55,427.23</b>
Northern Bottling Company	1389687	12/5/2024 Concession Supplies	Zoo Concessions	\$90.60
			<b>Zoo Concessions Total</b>	<b>\$90.60</b>
			<b>Grand Total</b>	<b>\$388,357.70</b>

# Minot Park District

## Bank Register Report - First International - Operating

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Total	Post Date	Status
101152	Accounts Payable	Computer Check	12/19/2024	Petty Cash	\$0.00	\$200.00	(\$200.00)	12/19/2024	Reconciled
101153	Accounts Payable	Computer Check	12/20/2024	1st International Bank	\$0.00	\$39.99	(\$239.99)	12/20/2024	Reconciled
101154	Accounts Payable	Computer Check	12/20/2024	American Truck & Trailer, LLC	\$0.00	\$52.36	(\$292.35)	12/20/2024	Outstanding
101155	Accounts Payable	Computer Check	12/20/2024	American Welding & Gas	\$0.00	\$129.12	(\$421.47)	12/20/2024	Outstanding
101156	Accounts Payable	Computer Check	12/20/2024	Blue Cross Blue Shield of North I	\$0.00	\$7,316.43	(\$7,737.90)	12/20/2024	Reconciled
101157	Accounts Payable	Computer Check	12/20/2024	City of Minot Utility Billing	\$0.00	\$1,363.14	(\$9,101.04)	12/20/2024	Outstanding
101158	Accounts Payable	Computer Check	12/20/2024	City of Minot	\$0.00	\$50.00	(\$9,151.04)	12/20/2024	Outstanding
101159	Accounts Payable	Computer Check	12/20/2024	EverBank	\$0.00	\$1,508.73	(\$10,659.77)	12/20/2024	Reconciled
101160	Accounts Payable	Computer Check	12/20/2024	First Western Insurance	\$0.00	\$3,144.08	(\$13,803.85)	12/20/2024	Reconciled
101161	Accounts Payable	Computer Check	12/20/2024	Gefroh Electric, Inc.	\$0.00	\$6,695.00	(\$20,498.85)	12/20/2024	Outstanding
101162	Accounts Payable	Computer Check	12/20/2024	Marketplace Food & Drug	\$0.00	\$26.82	(\$20,525.67)	12/20/2024	Outstanding
101163	Accounts Payable	Computer Check	12/20/2024	Montana-Dakota Utilities	\$0.00	\$246.97	(\$20,772.64)	12/20/2024	Outstanding
101164	Accounts Payable	Computer Check	12/20/2024	North Prairie Regional Water Dis	\$0.00	\$118.00	(\$20,890.64)	12/20/2024	Reconciled
101165	Accounts Payable	Computer Check	12/20/2024	Rotary Club of Minot	\$0.00	\$222.00	(\$21,112.64)	12/20/2024	Outstanding
101166	Accounts Payable	Computer Check	12/20/2024	Verendrye Electric Cooperative	\$0.00	\$59.98	(\$21,172.62)	12/20/2024	Outstanding
101167	Accounts Payable	Computer Check	12/20/2024	Xcel Energy	\$0.00	\$13,372.33	(\$34,544.95)	12/20/2024	Outstanding
101168	Accounts Payable	Computer Check	12/20/2024	Xerox Corporation	\$0.00	\$194.45	(\$34,739.40)	12/20/2024	Outstanding
12262024	Accounts Payable	Manual Check	12/26/2024	Bremer Bank	\$0.00	\$36,043.61	(\$70,783.01)	12/26/2024	Reconciled
12272024	Accounts Payable	Manual Check	12/27/2024	NDPERS	\$0.00	\$30,144.10	(\$100,927.11)	12/27/2024	Reconciled
12302024	Accounts Payable	Manual Check	12/30/2024	NDPERS	\$0.00	\$1,624.00	(\$102,551.11)	12/30/2024	Outstanding

### Summary by Transaction Type

<b>Total Deposits:</b>	<b>\$0.00</b>
Less Payments by Transaction Type:	
Computer Check	<b>(\$34,739.40)</b>
Manual Check	<b>(\$67,811.71)</b>
<b>Total Payments:</b>	<b>(\$102,551.11)</b>
Adjustments:	
Payment Adjustments	<b>\$0.00</b>
Deposit Adjustments	<b>\$0.00</b>
<b>Total Adjustments:</b>	<b>\$0.00</b>
<b>Total Change in Register Balance:</b>	<b>(\$102,551.11)</b>

# Pay Statement and Labor Distribution Summary

Run Date: 01/15/2025

	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 12/13/2024 to 12/27/2024	
Paid in Department: MPD001-Administration					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD001-Administration:	33,883.56	231.15	7,692.10	4,317.95		41,806.81
	865.00	6.70	162.00	37,488.86	41,806.81	0.00
Paid in Department: MPD002-Maintenance					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD002-Maintenance:	39,932.09	1,598.14	7,151.29	3,901.51		48,681.52
	1,412.47	37.40	256.40	44,780.01	48,681.52	0.00
Paid in Department: MPD003-Roosevelt Park Zoo					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD003-Roosevelt Park Zoo:	46,571.13	443.03	6,653.18	5,097.25		53,667.34
	1,958.22	13.00	293.49	48,570.09	53,667.34	0.00
Paid in Department: MPD004-Oak Park					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD004-Oak Park:	676.37	0.00	0.00	81.69		676.37
	40.38	0.00	0.00	594.68	676.37	0.00
Paid in Department: MPD009-Souris Valley Golf Course					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD009-Souris Valley Golf Course:	7,076.84	88.90	1,398.82	562.78		8,564.56
	272.00	3.20	48.00	8,001.78	8,564.56	0.00
Paid in Department: MPD012-Forestry					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD012-Forestry:	16,946.53	3.00	2,541.77	1,721.26		19,491.30
	679.30	0.10	107.50	17,770.04	19,491.30	0.00
Paid in Department: MPD015-Horticulture					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD015-Horticulture:	6,101.66	0.00	677.96	941.94		6,779.62
	-16.00	0.00	16.00	5,837.68	6,779.62	0.00
Paid in Department: MPD016-Souris Valley Pro Shop					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD016-Souris Valley Pro Shop:	6,101.66	0.00	677.96	694.76		6,779.62
	-16.00	0.00	16.00	6,084.86	6,779.62	0.00
Paid in Department: MPD017-MAYSA Arena					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD017-MAYSA Arena:	41,658.73	948.30	5,128.02	4,900.98		47,735.05

# Pay Statement and Labor Distribution Summary

Run Date: 01/15/2025

	REGULAR EARNINGS	OVERTIME EARNINGS	OTHER EARNS	STATUTORY DEDUCTIONS		GROSS PAY
	REGULAR HOURS	OVERTIME HOURS	OTHER HOURS	VOLUNTARY DEDUCTIONS	TOTAL DEDUCTIONS	NET PAY
	1,764.68	29.00	202.42	42,834.07	47,735.05	0.00
Paid in Department: MPD051-Auditorium					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD051-Auditorium:	21,022.54	314.10	7,480.74	2,733.50		28,817.38
	900.48	8.40	262.82	26,083.88	28,817.38	0.00
Paid in Department: MPD052-Auditorium Concessions					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD052-Auditorium Concessions:	6,984.79	236.40	1,084.37	759.75		8,305.56
	366.12	9.85	46.00	7,545.81	8,305.56	0.00
Paid in Department: MPD053-Tennis					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD053-Tennis:	9,853.90	2.63	1,135.56	1,039.06		10,992.09
	307.18	0.10	32.00	9,953.03	10,992.09	0.00
Paid in Department: MPD054-Softball					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD054-Softball:	2,930.46	0.00	2,334.00	599.39		5,264.46
	203.75	0.00	104.00	4,665.07	5,264.46	0.00
Paid in Department: MPD055-Softball Concessions					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD055-Softball Concessions:	1,285.95	0.00	0.00	144.98		1,285.95
	87.70	0.00	0.00	1,140.97	1,285.95	0.00
Paid in Department: MPD056-Recreation					Pay Dates Between 12/13/2024 to 12/27/2024	
Totals For Paid in Department MPD056-Recreation:	17,280.16	0.00	3,973.70	2,315.71		21,253.86
	178.96	0.00	88.50	18,938.15	21,253.86	0.00
Totals For Company Code AM2:	258,306.37	3,865.65	47,929.47	29,812.51		310,101.49
	9,004.24	107.75	1,635.13	280,288.98	310,101.49	0.00
Report Totals:	258,306.37	3,865.65	47,929.47	29,812.51		310,101.49
	9,004.24	107.75	1,635.13	280,288.98	310,101.49	0.00

## **DIRECTOR OF OPERATIONS**

FROM: Jarrod Olson - Director of Operations

RE: January 21, 2025

What I'm working on & updates:

Projects:

1. African Plains Building- African plains building- passed Inspections, Liner panels Wednesday, Painting this week, Plywood. Evaluating heat transfer from Unit to floor, Ceiling fans. Window installation will take place mid-to-late January

2. MI-7/MI-6 & Zoo Flood Protection-

a. MI-7 D (1) Mattson- Mattson has finished the discovery barn foundation/pad in front of bear. Discovery barn move. Tentative move for the week of January 20th. 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 will be worked on immediately following the discovery barn relocation. 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 Main lawn exhibits-NA Cats, Wolf will be out for bid tentatively early 2025. Reviewing main lawn exhibits - 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. Roosevelt Pool Filtration (AE2S)-Pre-Bid TEAMS meeting Monday January 6, 1pm. Advertised for bid starting December 18th. Open Bids January 21st. Bring results to January 21st BOD meeting for approval to award.

2. SVGC Mower RFP-Advertise for bid Jan. 28, Feb. 4&11. Open bids Feb. 13 at 2pm. Bring results to February 18 BOD meeting for approval to award

3. Maintenance – Non CDL truck with dump bed-Need specifications- We will advertise, open bids and bring results to February or March BOD meeting for approval to award

4. Maysa and SVGC Clubhouse Reroof-(AE2S)-Working on contract for service. Bid Schedule to follow

5. Maysa Lighting Project

## 6. Quotes

a. Horticulture - ¾ ton water truck and Oak UTV

b. Ventrac - Over Seeder & Cultivator

c. Clubhouse - Ranger Cart

d. Forestry – Bobcat Stump Grinder

Other:

1. 2025 CI RFP/CFB

2. Advertising for open full-time positions

3. Zoo 2025 AZA Accreditation Application and weekly facility review

4. Spring Turf Snow removal

5. Staff Training

a. Harassment

b. TEAMS

Board Action:

**Respectfully, Jarrod Olson-Director of Operation**

### **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**

**SV Golf Course N/A**

I Will be working with Cammi to coordinate dates for our new fleet delivery dates

Also, I will reach out to Madylin in marketing to put our logo on the front of the carts.

We are also going to set course rules on the cart sign placards on each of our new carts.

**Respectfully submitted: Steve Kottsick**

**ZOO**

- Preparing for AZA Review. We are slated for Accreditation in 2025. AZA Application is due in March. On site inspection June/July and AZA Conference and hearing in September.
- Zoo Veterinarian position is open. Looking to hire a new staff veterinarian ASAP.
- Zoo will be hosting a Zoo Year's Eve Event on January 24th & 25th from 5pm-8pm. Come see the Zoo in a new light as the Tiger Trail path through the African Savanna is transformed with lights & luminaries. Special thanks to MPD, Forestry and Horticulture for their help with this event.
- African Plains Building is coming along with an expected opening date sometime in Spring 2025, if all goes according to plan.
- Discovery barn preparation for moving it to the south side of the zoo this month.
- Flood Protection review-MI-7 -updated in Director of Operations report

**Submitted by Logan Wood, DVM**

**MAYSA**

- \*Minot Hockey Boosters will host their 12U/10U Girls Tourn. over the weekend of Jan. 17-19
- \*Public Sessions are continuing to be very well attended & Birthday Party Rentals are booking
- \*Working on getting 2024 Invoices paid and turned in so we can close out our year
- \*MCFSC will host their annual Test Sessions January 30àFebruary 2 in Pepsi & Eck Rinks
- \*Getting 2025-26 Master Home Varsity Level Teams Monthly Calendars put together

- \*Number of on-going MAYSA Arena Maintenance Projects happening this month
- \*Getting Items ready for next month's West Region Boys HS Hockey Tournament
- \*The ASA Ice will be out Monday, January 27th till Tuesday, February 4th for AG Show

## **Bob Gillen-MAYSA Arena General Manager**

### **MAINTENANCE**

#### 1. 2025 Capital Improvement Projects and Bids Specifications

- Roosevelt Pool Filtration Project- Weekly meetings, Answering contractor questions
- Maintenance-Non CDL Dump truck
- Horticulture UTV
- SVGC mowers

#### 2. Snow removal

- Daily snow removal and clean-up have been our focus this month
- Plan to haul snow from Auditorium prior to district and regional tournaments
- Start clearing snow from Corbett parking lot and other areas
- Coordinate Turf snow removal at Corbett with other departments
- Outdoor Rink crew - Continue daily maintenance. Flood and resurface when possible. The rinks are in overall good shape.
- Ski Trail Groomer- Oak Park, Moose Park are groomed. Plan to transport groomer to SVGC for grooming

#### 3. Maintenance/Service calls

- Working on lighting issues at Cameron Indoor Tennis Center
- Zoo items-Giraffe exhibit drainage. Sewer venting, clinic air exchange
- Mechanics - Maysa ice resurfacers, winter maintenance and breakdowns
- Continue to work on TEAMS work order list as time allows

#### 4. Other Items

- Cleaning up snow build up around the loop at Oak Park and removing the admission shack after Sertoma Christmas lights in the park concluded
- Hauled Compost Pile
- SRT Fiber optic install at Hammond Park concession stand building.
- Weekly Zoo building walk throughs preparing for AZA Accreditation

#### **Maintenance Superintendent**

**Eric Keller**

#### **HORTICULTURE**

**Shannon Paul-Horticulturist**

Updating planting designs as orders change

- Care and maintenance of all plant material in the greenhouse.
- Take cuttings of succulents and indoor plants
- Taking down the Christmas decorations throughout the Park District
- Finalize my hard goods order - flats, pots, soil etc.
- Prepare the paper product order for the parks.
- Organizing my office and sorting 2024 files.
- Complete Tier II Hazardous Chemical report for State of ND.
- Renew association memberships and obtain CEU's needed.
- Review applicants and set up interviews for open Horticulture Assistant Technician.

**Submitted by: Shannon Paul**

#### **FORESTRY**

- Finished with SHA Christmas lights last week.

- Helped with Sertoma's Christmas lights once again this year.
- Fall pruning of shrubs in the Zoo.
- Installed snow tires on Bobcat and Toolcat for winter and getting other equipment ready for winter.
- Working on fall trims of trees that should not be pruned during the going season.
- Filling out our Tree City USA application for 2024.
- Mike and Issac went to Emerald Ash Borer Detector training in Edgeley last month. The training was given by NDSU and the ND department of Agriculture.
- Moving snow and sanding as needed.
- Working on winter trims in the SE part of town.
- Chris Stroup started working with us on January 13th, we would like to welcome him to the Forestry team.
- All full-time Forestry personnel will be attending the Dakotas ISA Conference in Aberdeen SD the last week of January.
- Took down Sertoma Christmas lights in Oak Park.

Have a request from the contractor Dig it Up for clearance trims in the SW part of town for waterline replacements.

- Mike Kleen will be taking the ISA arborist exam at the Dakotas ISA Conference. We would like to wish him good luck on his test.

**Submitted by Troy Regstad**

## **ADULT RECREATION**

**Submitted by Tom Landsiedel**

Daily Maintenance/Cleaning of Auditorium

Youth Basketball Leagues Finish on Dec 19th

Set Multiple Birthday Parties

Set Multiple Meetings

Set Up & Clean Up Multiple Events Held in Auditorium

Adult Basketball Leagues Continue

Snow Clearing Auditorium & Cameron Indoor Tennis Center

Auditorium/Auditorium 2 Events:

- Basketball Practices (Rentals)
- Fun Zone
- Multiple Birthday Parties
- Cheer Practices
- Minot Park District Youth Basketball League Games
- Minot Park District Adult Basketball League Games
- AWANA
- Minot Park District Nerf Battle
- Brick Studio Dance Recital
- ND State Middle School Wrestling Tournament
- NDADD State Dance Competition

SH Complex Events:

- Waiting On Heating Company to Replace Heating Unit in Women's Bathroom

NH Complex Events:

-NA

**Submitted by Tom Landsiedel**

## **YOUTH RECREATION**

The adult winter volleyball league started the first weekend of December and will continue through mid-March. Games are being played on Sundays at Magic City Campus.

- The 35th Annual Magic City Volleyball Extravaganza is scheduled for March 22 & 23. The registration deadline is March 5.
- The Minot Fun Zone is being held in the Armory on Tuesdays, Wednesdays, and Thursdays from 9-12. We have been getting around 40 kids each day. It will continue through the end of March.
- The outdoor warming houses at Perkett, Polaris, Roosevelt, and Corbett are all open on a regular schedule. All warming houses have skate rentals, and there are cross country ski and snowshoe rentals available at the Corbett warming house.
- We have tube rentals at Souris Valley Golf Course on Saturdays and Sundays from 12-4pm.
- The 4th and 5th grade girls' basketball season began on January 7. Games are being played on weeknights and Saturdays in the Armory. The season will run through the end of February.
- Golf Simulators - We are going to be adding a Wednesday morning coffee club and Ladies Day on Sundays.
- We have several events coming up: Zoo Year's Eve on January 25 & 26, Frozen Fun Day at Polaris Park – Saturday, January 25, Kids Night Out at Souris Valley Golf Course – Monday, January 27, and Ice Cream for Breakfast Day at Souris Valley Golf Course – Saturday, February 1. We are also planning to take the events trailer out to the Moose Park trailhead on Saturday, February 8 to rent cross-country skis and snowshoes for a few hours.

## **Ann Neshiem-Youth Recreation**

### **Tennis**

1. Our Jan outlook for CITC & Racquet Sports had started out strong. Our 2025 is to offer new & exciting educational opportunities for the entire family.
2. We offer two of the healthiest sports here at Cameron, so we are promoting getting out & playing with us this year.
3. Facility improvements & repairs. Our lights on Court 3 have been repaired. The lights are old, so we must start repairing them as needed.
4. The Court Sweeper filter needs replacement with a special filter to help clean the courts.
5. Pb Machine part order from Lobster company. mother board issue.
6. Snow removal plan is working to try to keep improving for the winter months.
7. The Heating System repaired back heater in locker room needed serviced.

8. All programs & play for court utilization are improving for us.
9. We have Jrs, Adults and High School teams practicing each week with us.
10. Australian Open started this week. Getting our user groups excited to play and work on their games.
11. USPTA \_ PTR\_ PPR we are the only Center in ND with all these Certifications to help our user group.
12. Staff training & Team Building set goals & support for the winter season.
13. Keep Positive Energy Flowing to help staff & support students

**Submitted by: Marc White**

**Foundation Meeting**  
**Minot Municipal Auditorium**  
**Room 203**  
**January 21<sup>st</sup>, 2025**  
**Agenda**

**Personal Appearances:**

**Meeting Minutes**

**Approval of minutes from the December 17<sup>th</sup>, 2024 Park Foundation Meeting**

**Approval of Bills as follows:**

Rolac Contracting	\$192,521.70
1000 Trees Reimbursement	\$18,001.90
Okapi Conservation Project	\$5,000.00
AZA Conservation Fund	\$500.00
Ackerman Estvold	\$4,873.55
SAFE – African Penguin	\$1,500.00
Save Giraffes NOW	\$24,312.60
<b>Total:</b>	<b>\$246,709.75</b>

**Statement:**

**New Business:**

Minot Park Foundation Meeting

December 17, 2024

The Minot Park Foundation Board meeting began immediately following the Minot Park Board Meeting. Members present: Perry Olson, Chelsea Kirkhammer, Justin Hammer and Mike Schmitt. Elly DesLauriers was also present.

Motion by Hammer, second by Kirkhammer to approve the minutes from the November 19 foundation meeting. Motion carried.

Motion by Hammer, second by Kirkhammer to approve the total bills of \$144,167.80.

Rolac Contracting	\$90,886.50
Conservation Reimbursement	\$11,576.66
African Plains Building Reimbursement	\$18,837.54
Golf Course Restroom Reimbursement	\$10,367.10
Corbett Sound System Reimbursement	\$12,500.00

On roll call, all members voted yes.

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

Perry Olson, President

Elly DesLauriers, acting Clerk

# PAYMENT APPLICATION

<b>TO:</b> Ackerman-Estvold 1907 17th St SE Minot, ND 58701	<b>PROJECT:</b> <b>Minot Park District                  African Plains Exhibit</b>	Application # <b>007</b> Period Start <b>12/1/2024</b> Period End <b>12/31/2024</b>	<b>Distribution To:</b> <input type="checkbox"/> Owner <input type="checkbox"/> Accounting <input checked="" type="checkbox"/> Architect <input type="checkbox"/> Owner's Rep.
<b>FROM:</b> Rolac Contracting, Inc. PO Box 1872 Minot, ND 58702-1872	<b>OWNER:</b> <b>Minot Park District                  420 3rd Ave SW                  Minot, ND 58701</b>	Application Date <b>1/7/2025</b> Date of Contract <b>5/16/2024</b>	

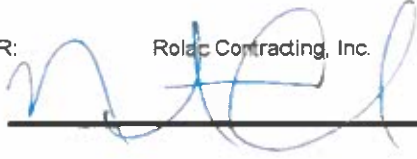
### CONTRACTORS SUMMARY OF WORK

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

1 <b>CONTRACT AMOUNT</b>	\$ 2,707,526.00
2 <b>SUM OF ALL CHANGE ORDERS</b>	\$0.00
3 <b>CURRENT CONTRACT AMOUNT</b> (Line 1 + Line 2)	\$2,707,526.00
4 <b>TOTAL COMPLETED AND STORED</b> (Column G on Continuation Page)	\$1,794,094.00
<b>5 RETAINAGE:</b>	
a. 10% of completed work (Columns D+E on Continuation Page)	\$179,409.40
b. 10% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or column I on Continuation Page)	\$179,409.40
6 <b>TOTAL COMPLETED AND STORED LESS RETAINAGE</b> (Line 4 Minus Line 5 Total)	\$1,614,684.60
7 <b>LESS PREVIOUS PAYMENT APPLICATIONS</b> (Line 6 from Prior Application)	\$ 1,422,162.90
8 <b>PAYMENT DUE</b>	\$192,521.70
9 <b>BALANCE TO COMPLETION</b> (Line 3 Minus Line 6)	\$1,092,841.40

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
<b>TOTALS</b>	\$0.00	\$0.00
<b>NET CHANGES</b>	\$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: 1/7/2025

**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 \$192,521.70 Date: 1/7/25

*(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: 1/7/25

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.

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		H BALANCE TO COMPLETION (C-G)	I RETAINAGE
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		TOTAL COMPLETED AND STORED (D+E+F)	PERCENT COMPLETE (G/C)		
01	General Conditions	\$ 220,043.00	\$ 169,284.00	\$ 16,915.00		\$ 186,199.00	85%	\$ 33,844.00	\$ 18,619.90
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	\$ -		\$ 110,449.00	61%	\$ 70,775.00	\$ 11,044.90
05	Steel Install 05B	\$ 36,310.00	\$ 20,898.00	\$ -		\$ 20,898.00	58%	\$ 15,412.00	\$ 2,089.80
06	Carpentry 06A	\$ 167,798.00	\$ 32,470.00	\$ 25,985.00		\$ 58,455.00	35%	\$ 109,343.00	\$ 5,845.50
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	\$ -		\$ 15,730.00	8%	\$ 181,370.00	\$ 1,573.00
10	Drywall 09A	\$ 24,540.00	\$ -	\$ 18,533.00		\$ 18,533.00	76%	\$ 6,007.00	\$ 1,853.30
11	Painting 09B	\$ 68,900.00	\$ -	\$ -		\$ -	0%	\$ 68,900.00	\$ -
12	Metal Building 13A	\$ 633,510.00	\$ 633,510.00	\$ -		\$ 633,510.00	100%	\$ -	\$ 63,351.00
13	Mechanical 22A	\$ 505,620.00	\$ 99,425.00	\$ 152,480.00		\$ 251,905.00	50%	\$ 253,715.00	\$ 25,190.50
14	Electrical 26A	\$ 159,570.00	\$ 74,966.00	\$ -		\$ 74,966.00	47%	\$ 84,604.00	\$ 7,496.60
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	\$ -
<b>SUB-TOTALS</b>		<b>\$ 2,707,526.00</b>	<b>\$ 1,580,181.00</b>	<b>\$ 213,913.00</b>	<b>\$ -</b>	<b>\$ 1,794,094.00</b>	<b>66%</b>	<b>\$ 913,432.00</b>	<b>\$ 179,409.40</b>



DEPOSIT TICKET

77 503  
913

DATE

10-8-24

MINOT PARK DISTRICT  
OPERATING ACCOUNT  
4203RD AVE SW  
MINOT, ND 58701



DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL. CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT 5. SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE AND THE FEDERAL RESERVE REGULATIONS.

	CURRENCY	DOLLARS		CENTS	
1	CHECKS (LIST SEPARATELY)				
2	673125	18	977	39	
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
TOTAL FROM OTHER SIDE					
← PLEASE RE-ENTER TOTAL HERE		18	977	39	

18977.39

\$

THIS CHECK IS VOID WITHOUT A TWO-COLOR SECURITY BACKGROUND AND A SIGNATURE BORDER PRINTED IN A HEAT SENSITIVE INK THAT DISAPPEARS WHEN RUBBED

North Dakota State University  
Dept 3100 PO Box 6050  
 Fargo ND 58108

BANK OF NORTH DAKOTA  
1200 Memorial Hwy  
Bismarck ND 58504-5509

673125

77-28/0913

Date 10/2/2024

Pay Amount \$18,977.39\*\*\*

Pay \*\*\*\*\*EIGHTEEN THOUSAND NINE HUNDRED SEVENTY-SEVEN AND 39/100 DOLLAR \*\*\*\*\*

To The Order Of  
MINOT PARK DISTRICT  
PO BOX 538  
MINOT ND 58702-0538

*Bruce A. Bollinger*

Authorized Signature

SIGNATURE AREA HAS A DISAPPEARING BORDER - CHECK BACKSIDE FOR MORE INFORMATION

18977.39

INVOICE #2401

# Okapi Conservation Project- Wildlife Conservation Global

---

**1615 Riverside Avenue**  
Jacksonville, FL 32204  
Phone +1 (415) 763-0348

12/23/2024

**BILL TO**

Roosevelt Park Zoo  
Attn: Conservation Committee  
1219 Burdick Expressway East  
Minot, ND 58701  
Phone +1 (701) 857- 4166

**FOR**

Donation for Okapi Conservation Project

Details	AMOUNT
Donation to support okapi conservation	\$5,000.00
<hr/>	
SUBTOTAL	\$5,000.00
TAX RATE	0.00%
OTHER	\$0.00
TOTAL	\$5,000.00

Make all checks payable to Okapi Conservation Project- Wildlife Conservation Global

INVOICE #2402

## AZA- Conservation Endowment Fund

---

**Association of Zoos and Aquarium**

PO Box 79863

Baltimore, MD 21279-0863

12/23/2024

### **BILL TO**

Roosevelt Park Zoo

Attn: Conservation Committee

1219 Burdick Expressway East

Minot, ND 58701

Phone +1 (701) 857- 4166

### **FOR**

Donation Conservation Endowment Fund

<b>Details</b>	<b>AMOUNT</b>
Donation to support okapi conservation	\$500.00
<hr/>	
SUBTOTAL	\$500.00
TAX RATE	0.00%
OTHER	\$0.00
TOTAL	\$500.00

Make all checks payable to Association of Zoos and Aquariums



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

**INVOICE**

December 13, 2024  
 Project No: R23062.00  
 Invoice No: 00020142

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	58.00	23,555.48	18,681.93	4,873.55
<b>Totals</b>			<b>186,007.03</b>	<b>181,133.48</b>	<b>4,873.55</b>
<b>Total Fee</b>					<b>4,873.55</b>
<b>Total this Phase</b>					<b>\$4,873.55</b>
<b>TOTAL THIS INVOICE</b>					<b>\$4,873.55</b>

Authorized By:

\_\_\_\_\_  
 Jeremy Bickel

Date:

12-13-24



## INVOICE

CUSTOMER: Roosevelt Park Zoo  
ATTN: Logan Wood, Zoo Director  
EMAIL: [loganw@minotparks.com](mailto:loganw@minotparks.com)

INVOICE #: 2024-017  
INVOICE DATE: 12/30/2024  
TERMS: 3 payments of \$1,500 over 3 years (Total \$4500)

DESCRIPTION	AMOUNT DUE
Contribution to African Penguin SAFE Payment <u>2</u> of <u>3</u>	\$1,500
Payments Received: <i>Thank You!!</i> \$1500 received on 5/24/2023	
Balance Forward: \$1,500	
	PLEASE REMIT: \$1,500

Payment should be made to: National Aviary  
700 Arch Street  
Pittsburgh, PA 15222

National Aviary Contact: Randy Krakoff [randy.krakoff@aviary.org](mailto:randy.krakoff@aviary.org) (412) 258-9432

Please include expense description on check: African Penguin SAFE Contribution  
QUESTIONS? Please contact Gayle Sirpenski, [gsirpenski@mysticaquarium.org](mailto:gsirpenski@mysticaquarium.org)



## Save Giraffes NOW

8333 Douglas Ave, Suite 300

Dallas, TX 75225

+1 2147606000

[www.savegiraffesnow.org](http://www.savegiraffesnow.org)



## INVOICE

**BILL TO**  
Roosevelt Park Zoo

**INVOICE** 00031  
**DATE** 12/11/2024  
**TERMS** Due on receipt

DESCRIPTION	AMOUNT
Swara Plains Borehole Drilling Costs	11,508.73
<hr/>	
BALANCE DUE	<b>\$11,508.73</b>

# Save Giraffes NOW

8333 Douglas Ave Suite 300  
Dallas, TX 75225  
+1 2147606000  
www.savegiraffesnow.org



## INVOICE

**BILL TO**  
Roosevelt Park Zoo

**INVOICE** 00032  
**DATE** 12/11/2024  
**TERMS** Due on receipt

DESCRIPTION	AMOUNT
Swara Plains Borehole Solar Pump	12,803.87
<hr/>	
BALANCE DUE	<b>\$12,803.87</b>

# Minot Park District Balance Sheet - Foundation

12/31/2024

	<b>Foundation</b>
<b>Assets</b>	
Restricted Assets	
Foundation Cash and Cash Equivalents	
98-1015-98      Minot Park Foundation - 1st International	\$2,868,079.01
98-1016-98      Minot Park Foundation - Contra	(\$1,522,388.75)
Total	\$1,345,690.26
Foundation Investments	
98-1600-98      Minot Park Foundation - Investments	\$1,396,402.26
98-1601-98      Minot Park Foundation - Unrealized G/L	\$125,986.49
Total	\$1,522,388.75
Total	\$2,868,079.01
<b>Total Assets</b>	<b>\$2,868,079.01</b>
<b>Liabilities</b>	
Current Liabilities	
Accounts Payable	
98-2000-98      Accounts Payable	\$246,709.75
Total	\$246,709.75
Total	\$246,709.75
<b>Total Liabilities</b>	<b>\$246,709.75</b>
<b>Fund Balance</b>	
98-3010-98      Minot Park District Foundation	\$2,621,369.26
<b>Total Fund Balance</b>	<b>\$2,621,369.26</b>
<b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b>	<b>\$3,818,003.17</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$1,196,633.91)</b>
<b>ENDING FUND BALANCE</b>	<b>\$2,621,369.26</b>

# Minot Park District

## Statement of Revenues and Expenditures - Foundation

12/31/2024

	<b>Foundation</b>
<b>Revenues</b>	
Operational Revenue	
Foundation Revenue	
98-4091-98    Other Receipts	\$432,130.38
Total	\$432,130.38
Total	\$432,130.38
Other Income	
98-4080-98    Dividends - Foundation	\$174,485.96
Total	\$174,485.96
<b>Total Revenues</b>	<b>\$606,616.34</b>
<b>Expenses</b>	
Foundation Expense	
98-5300-98    Buildings & Grounds	\$79,092.91
98-5905-98    Capital Outlay - Buildings	\$1,745,371.26
98-5915-98    Capital Outlay - Equipment	\$42,589.00
98-5920-98    Capital Outlay - Furniture and Fixtures	\$26,365.00
98-6100-98    Service Charges	\$13,838.01
Total	\$1,907,256.18
<b>Total Expenditures</b>	<b>\$1,907,256.18</b>
<b>NET SURPLUS/(DEFICIT) BEFORE GAINS/LOSSES</b>	<b>(\$1,300,639.84)</b>
<b>Gains</b>	
98-9015-98    Unrealized Gain/Loss	\$104,005.93
<b>Total Gains</b>	<b>\$104,005.93</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$3,818,003.17</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$1,196,633.91)</b>
<b>ENDING FUND BALANCE</b>	<b>\$2,621,369.26</b>

# 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 - Roosevelt 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	\$42,553.51
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	\$13,815.41
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	\$1,085,310.03
MPF-067 - Engo Ice Resurfacer	(\$124,100.00)
MPF-068 - Souris Scramble	\$5,837.81
<b>Total Fund Balance</b>	<b><u>\$1,734,045.54</u></b>

## Revenues

Operational Revenue	
MPF-001 - Adopt a Lot	\$200.00
MPF-013 - Park Dedication	\$13,143.00
MPF-019 - Sponsorships	\$1,500.00
MPF-022 - Benches	\$500.00
MPF-023-1 - Corbett Field - Northwoods Lea	\$12,500.00
MPF-031 - MAYSA Ice Resurfacer - Zamboni	\$4,000.00
MPF-032 - MAYSA Scoreboard	\$25,000.00
MPF-038 - Park Development	\$1,010.00
MPF-051 - Zoo - Development	\$25.00
MPF-056 - South Hill Complex Improvement	\$10,500.00
MPF-056-1 - South Hill Complex Turf	\$5,000.00
MPF-057 - Trees for Minot	\$31,451.70
MPF-060 - RPZ - Conservation Fund	\$18,107.97
MPF-065 - Zoo Maintenance Fund	\$25,000.00
MPF-066 - Zoo - Giraffe Building	\$254,192.71
Total	<u>\$402,130.38</u>
<b>Total Revenues</b>	<b><u>\$402,130.38</u></b>

## Expenses

Foundation Expense

# Minot Park District Project Detail Report

MPF-012 - Outdoor Recreation	\$26,365.00
MPF-023-1 - Corbett Field - Northwoods Le	\$12,500.00
MPF-029 - MAYSA Expansion	\$43,050.90
MPF-057 - Trees for Minot	\$23,241.75
MPF-059 - SVGC - Bathroom	\$10,367.10
MPF-060 - RPZ - Conservation Fund	\$42,889.26
MPF-066 - Zoo - Giraffe Building	\$1,735,004.16
Total	<u>\$1,893,418.17</u>
<b>Total Expenditures</b>	<b><u>\$1,893,418.17</u></b>

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

MINOT PARK FOUNDATION AGENCY

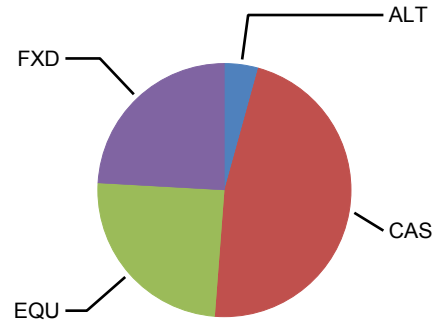


MINOT PARK FOUNDATION  
 PO BOX 538  
 420 3RD AVE SW  
 MINOT, ND 58701

Account: 005745  
 Report Period: From 12/1/2024 To 12/31/2024  
 Administrator: Jessica L. Phillips  
 Phone: 701-837-2247

**Portfolio Summary**

	Market Value	% Portfolio	Est. Income
Alternative (ALT)	\$123,076.10	4.29%	\$4,068.39
Cash & Equivalents (CAS)	\$1,345,690.26	46.92%	\$60,820.03
Equity (EQU)	\$707,786.26	24.68%	\$9,672.89
Fixed Income (FXD)	\$691,526.39	24.11%	\$37,924.76
<b>Total Assets</b>	<b>\$2,868,079.01</b>	<b>100.00%</b>	<b>\$112,486.07</b>
<b>Total Account Balance</b>	<b>\$2,868,079.01</b>	<b>100.00%</b>	<b>\$112,486.07</b>



**Activity Summary**

	Current Period	Year To Date
<b>Beginning Market Value</b>	<b>\$3,036,837.81</b>	<b>\$3,892,473.35</b>
<b>Receipts</b>		
Contribution	\$590.75	\$471,880.38
Dividend	\$16,904.69	\$174,485.96
<b>Total Receipts</b>	<b>\$17,495.44</b>	<b>\$646,366.34</b>
<b>Disbursements</b>		
Distribution	(\$53,281.30)	(\$53,281.30)
Expense	(\$90,886.50)	(\$1,707,647.30)
Institution Fees	(\$986.22)	(\$13,838.01)
<b>Total Disbursements</b>	<b>(\$145,154.02)</b>	<b>(\$1,774,766.61)</b>
<b>Change in Market Value</b>	<b>(\$41,100.22)</b>	<b>\$104,005.93</b>
<b>Ending Market Value</b>	<b>\$2,868,079.01</b>	<b>\$2,868,079.01</b>

## Gains and Losses Summary

	Current Period	Year To Date
Realized Gain/(Loss) - Long Term	\$121.74	\$8,421.54
Realized Gain/(Loss) - Short Term	\$0.00	\$1,949.12
<b>Total Realized Gain/(Loss)</b>	<b>\$121.74</b>	<b>\$10,370.66</b>

## Asset Statement

	Units Description	Cost Basis	Unit Price	Market Value	% of Acct	Unrealized Gain/Loss	Estimated Annual Income	Yld At Mkt
<b>Cash &amp; Equivalents</b>								
<b>Cash</b>								
	Principal Cash	\$0.00		\$0.00				
	Income Cash	\$0.00		\$0.00				
	<b>Total Cash</b>	<b>\$0.00</b>		<b>\$0.00</b>	0.00			
<b>Money Market Fund - Internal</b>								
	1,345,690.26 INSURED CASH SWEEP - PRINCIPAL	\$1,345,690.26	\$1.00	\$1,345,690.26	46.92	\$0.00	\$60,820.03	4.52
	<b>TOTAL Money Market Fund - Internal</b>	<b>\$1,345,690.26</b>		<b>\$1,345,690.26</b>	<b>46.92</b>	<b>\$0.00</b>	<b>\$60,820.03</b>	<b>4.52</b>
	<b>TOTAL Cash &amp; Equivalents</b>	<b>\$1,345,690.26</b>		<b>\$1,345,690.26</b>	<b>46.92</b>	<b>\$0.00</b>	<b>\$60,820.03</b>	<b>4.52</b>

### Fixed Income

<b>Fixed Income ETF</b>								
	65,051 ANFIELD CAPITAL UNIVERSAL FIXED INCOME ETF	\$621,541.56	\$9.15	\$595,216.65	20.75	(\$26,324.91)	\$33,371.16	5.61
	1,354 FIRST TRUST LOW DURATION OPPORTUNITIES ETF	\$67,103.68	\$48.67	\$65,899.18	2.30	(\$1,204.50)	\$2,823.09	4.28
	1,682 INVESCO FUNDAMENTAL HIGH YIELD CORPORATE BOND ETF	\$30,302.98	\$18.08	\$30,410.56	1.06	\$107.58	\$1,730.51	5.69
	<b>TOTAL Fixed Income ETF</b>	<b>\$718,948.22</b>		<b>\$691,526.39</b>	<b>24.11</b>	<b>(\$27,421.83)</b>	<b>\$37,924.76</b>	<b>5.48</b>
	<b>TOTAL Fixed Income</b>	<b>\$718,948.22</b>		<b>\$691,526.39</b>	<b>24.11</b>	<b>(\$27,421.83)</b>	<b>\$37,924.76</b>	<b>5.48</b>

### Equity

<b>Exchange Traded Funds (ETF)</b>								
	4,099 ANFIELD CAPITAL US EQUITY SECTOR ROTATION ETF	\$51,303.36	\$17.28	\$70,848.36	2.47	\$19,545.00	\$188.15	0.27
	2,584 SCHWAB US SMALL-CAP ETF	\$61,322.00	\$25.86	\$66,822.24	2.33	\$5,500.24	\$1,008.93	1.51

### 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	\$54.69	\$33,306.21	1.16	\$4,549.07	\$472.79	1.42
2,200	VANECK MORNINGSTAR WIDE MOAT ETF	\$177,150.94	\$92.73	\$203,995.01	7.11	\$26,844.07	\$2,788.50	1.37
<b>TOTAL Exchange Traded Funds (ETF)</b>		<b>\$318,533.44</b>		<b>\$374,971.82</b>	<b>13.07</b>	<b>\$56,438.38</b>	<b>\$4,458.37</b>	<b>1.19</b>
<b>International Equity ETF</b>								
445	WisdomTree Japan Hedged Equity Fund ETF	\$42,265.27	\$110.29	\$49,079.05	1.71	\$6,813.78	\$1,709.44	3.48
<b>TOTAL International Equity ETF</b>		<b>\$42,265.27</b>		<b>\$49,079.05</b>	<b>1.71</b>	<b>\$6,813.78</b>	<b>\$1,709.44</b>	<b>3.48</b>
<b>US Equity Mutual Funds</b>								
522.764	VANGUARD S&P 500 INDEX MUTUAL FUND ADMIRAL SHARES	\$194,114.38	\$542.76	\$283,735.39	9.89	\$89,621.01	\$3,505.08	1.24
<b>TOTAL US Equity Mutual Funds</b>		<b>\$194,114.38</b>		<b>\$283,735.39</b>	<b>9.89</b>	<b>\$89,621.01</b>	<b>\$3,505.08</b>	<b>1.24</b>
<b>TOTAL Equity</b>		<b>\$554,913.09</b>		<b>\$707,786.26</b>	<b>24.68</b>	<b>\$152,873.17</b>	<b>\$9,672.89</b>	<b>1.37</b>
<b>Alternative</b>								
<b>ALTERNATIVE ETF</b>								
4,555	STATE STREET SPDR MULTI-ASSET REAL RETURN ETF	\$122,540.95	\$27.02	\$123,076.10	4.29	\$535.15	\$4,068.39	3.31
<b>TOTAL ALTERNATIVE ETF</b>		<b>\$122,540.95</b>		<b>\$123,076.10</b>	<b>4.29</b>	<b>\$535.15</b>	<b>\$4,068.39</b>	<b>3.31</b>
<b>TOTAL Alternative</b>		<b>\$122,540.95</b>		<b>\$123,076.10</b>	<b>4.29</b>	<b>\$535.15</b>	<b>\$4,068.39</b>	<b>3.31</b>
<b>GRAND TOTAL ASSETS</b>		<b>\$2,742,092.52</b>		<b>\$2,868,079.01</b>	<b>100</b>	<b>\$125,986.49</b>	<b>\$112,486.07</b>	<b>3.92</b>

### Transaction Statement

Date	Description	Units / Price	Income Cash	Principal Cash	Cost Basis
<b>Beginning Balances</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,869,629.36</b>

**Receipts**

Contribution

**Transaction Statement**

Date	Description	Units / Price	Income Cash	Principal Cash	Cost Basis
12/26/2024	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM CITY OF MINOT – PARK DEDICATION FEES FROM 2610 43RD AVE SE		\$0.00	\$381.00	\$0.00
12/26/2024	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FROM MINOT PARK DISTRICT		\$0.00	\$185.00	\$0.00
12/26/2024	CONTRIBUTION TO PRINCIPAL CASH RECEIVED FROM GERDAU - ONE TIME TICKET VENDOR FROM LICENSE PLATE: BRANDI CLARK		\$0.00	\$18.00	\$0.00
12/26/2024	CONTRIBUTION TO PRINCIPAL CONTRIBUTION TO ACCOUNT FOR ROOSEVELT PARK ZOO		\$0.00	\$6.75	\$0.00
<b>Total Contribution</b>			<b>\$0.00</b>	<b>\$590.75</b>	<b>\$0.00</b>
<b>Dividend</b>					
12/2/2024	DIVIDEND INSURED CASH SWEEP		\$0.00	\$5,965.88	\$0.00
12/16/2024	DIVIDEND SCHWAB US SMALL-CAP ETF \$0.169 Paid on 2584.0 Shares.		\$0.00	\$436.70	\$0.00
12/17/2024	DIVIDEND ANFIELD CAPITAL UNIVERSAL FIXED INCOME ETF \$0.0463 Paid on 65051.0 Shares.		\$0.00	\$3,011.86	\$0.00
12/24/2024	DIVIDEND VANECK MORNINGSTAR WIDE MOAT ETF \$1.2675 Paid on 2200.0 Shares.		\$0.00	\$2,788.50	\$0.00
12/24/2024	DIVIDEND VANGUARD S&P 500 INDEX MUTUAL FUND ADMIRAL SHARES \$1.7392 Paid on 522.764 Shares.		\$0.00	\$909.19	\$0.00
12/26/2024	DIVIDEND STATE STREET SPDR S&P 400 MID-CAP ETF \$0.208492 Paid on 609.0 Shares.		\$0.00	\$126.97	\$0.00
12/27/2024	DIVIDEND INVESCO FUNDAMENTAL HIGH YIELD CORPORATE BOND ETF \$0.0904 Paid on 1682.0 Shares.		\$0.00	\$152.05	\$0.00
12/30/2024	DIVIDEND STATE STREET SPDR MULTI-ASSET REAL RETURN ETF \$0.439144 Paid on 4555.0 Shares.		\$0.00	\$2,000.30	\$0.00

**Transaction Statement**

Date	Description	Units / Price	Income Cash	Principal Cash	Cost Basis
12/30/2024	DIVIDEND WisdomTree Japan Hedged Equity Fund ETF \$2.88329 Paid on 445.0 Shares.		\$0.00	\$1,283.06	\$0.00
12/31/2024	DIVIDEND FIRST TRUST LOW DURATION OPPORTUNITIES ETF \$0.17 Paid on 1354.0 Shares.		\$0.00	\$230.18	\$0.00
<b>Total Dividend</b>			<b>\$0.00</b>	<b>\$16,904.69</b>	<b>\$0.00</b>

**Disbursements**

**Distribution**

12/23/2024	CASH DISTRIBUTION MINOT PARK DISTRICT 2024 REIMBURSEMENT EXPENSES - 30-5905-09 (CAPITAL OUTLAY - BUILDINGS)		\$0.00	(\$10,367.10)	\$0.00
12/23/2024	CASH DISTRIBUTION MINOT PARK DISTRICT 2024 REIMBURSEMENT EXPENSES - 30-5915-07 (CAPITAL OUTLAY - EQUIPMENT)		\$0.00	(\$12,500.00)	\$0.00
12/23/2024	CASH DISTRIBUTION MINOT PARK DISTRICT 2024 REIMBURSEMENT EXPENSES - 30-5905-03 (CAPITAL OUTLAY - BUILDINGS)		\$0.00	(\$18,837.54)	\$0.00
12/23/2024	CASH DISTRIBUTION MINOT PARK DISTRICT 2024 REIMBURSEMENT EXPENSES FROM GENERAL LEDGER REPORT - 10-5225-03 (CONSERVATION EXPENSE)		\$0.00	(\$11,576.66)	\$0.00
<b>Total Distribution</b>			<b>\$0.00</b>	<b>(\$53,281.30)</b>	<b>\$0.00</b>

**Expense**

12/23/2024	EXPENSE PAID FOR BENEFICIARY ROLAC CONTRACTING, INC DISTRIBUTION PER CLIENT REQUEST FOR MINOT PARKS DISTRICT/AFRICAN PLAINS EXHIBIT - APPLICATION #006 - 11/01/2024-11/30/2024		\$0.00	(\$90,886.50)	\$0.00
<b>Total Expense</b>			<b>\$0.00</b>	<b>(\$90,886.50)</b>	<b>\$0.00</b>

**Institution Fees**

12/11/2024	FEE PAYMENT Automatic fee collection for account 005745 for Period Ending 11/30/2024.		\$0.00	(\$986.22)	\$0.00
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**Transaction Statement**

Date	Description	Units / Price	Income Cash	Principal Cash	Cost Basis
<b>Total Institution Fees Collected from Account</b>			<b>\$0.00</b>	<b>(\$986.22)</b>	<b>\$0.00</b>
<b><u>Investment Activity</u></b>					
12/17/2024	CAPITAL GAIN - LONG TERM ANFIELD CAPITAL US EQUITY SECTOR ROTATION ETF \$0.0297 Paid on 4099.0 Shares.		\$0.00	\$121.74	\$0.00
<b>Sweep Sales (2) 12/1/2024 to 12/31/2024</b>		(145,154.02)	\$0.00	\$145,154.02	(\$145,154.02)
<b>Sweep Purchases (10) 12/1/2024 to 12/31/2024</b>		17,617.18	\$0.00	(\$17,617.18)	\$17,617.18
<b>Total Investment Activity</b>		<b>(127,536.84)</b>	<b>\$0.00</b>	<b>\$127,658.58</b>	<b>(\$127,536.84)</b>
<b>Ending Balances</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,742,092.52</b>