

POKEGAMA GOLF COURSE BOARD MEETING

**TUESDAY, October 18, 2016
8:00 am**

***Pokegama Golf Course Clubhouse
3910 Golf Course Road***

NOTICE IS HEREBY GIVEN, that a regular meeting of the Pokegama Golf Course Board has been scheduled for **Tuesday, October 18, 2016 at 8:00 am.** Pokegama Golf Course Clubhouse, 3910 Golf Course Road, Grand Rapids, MN, 55744 to discuss the following:

- I. Call to Order
- II. Approve Minutes
- III. Consideration of Monthly Bills and Financial Statement
- IV. Visitors
- V. Grounds Superintendent
- VI. Concessions.
- VII. Director of Golf
- VIII. Old Business
- IX. New Business
- X. Correspondence and Open Discussion
- XI. Adjourn.

Copies to:
Golf Course Board
Lynn DeGrio
City Clerk
File Copy
Finance Director
Bob Cahill
City Administrator
City Council

GRAND RAPIDS GOLF COURSE BOARD
 REGULAR MONTHLY MEETING
 September 20, 2016
 7:00 AM

Present: Kelly Kirwin, Larry O'Brien, Brad Gallop

Absent: Pat Pollard, Todd Roth

Staff: Bob Cahill Director of Golf
 Steve Ross Grounds Superintendent

- I. Brad Gallop called the meeting to order.
- II. Kelly Kirwin made a motion to accept the minutes of the August 16, 2016 Board meeting. Larry O'Brien seconded the motion. The motion passed.
- III. Consideration of monthly bills: Kelly Kirwin made a motion to approve the bill list. Larry O'Brien seconded the motion. The motion passed.

ALL STAR PRO GOLF INC	232.74
AMERIPRIDE LINEN & APPAREL	64.82
ARROWHEAD INSIDER, LLC	1,145.00
ARROWHEAD TRANSIT	600.00
BLUE CROSS & BLUE SHIELD OF MN	2,003.00
BURGGRAF'S ACE HARDWARE INC	213.71
ROBERT CAHILL	1,659.75
JAMES V. CARLSON DBA	200.00
CHAMBER OF COMMERCE	400.00
CLUB CAR MINNESOTA	113.08
CLUB CAR LLC	166.94
CITY OF COHASSET	80.16
TYREL COURNOYER	200.00
DAVIS OIL	2,791.20
DELTA DENTAL OF MINNESOTA	123.55
GRAND RAPIDS CITY PAYROLL	46,517.84
GRAND RAPIDS STATE BANK	2,613.73
HAWKINSON SAND & GRAVEL	375.62
HOPKINS ELECTRIC	1,643.36
L&M SUPPLY	212.21
M & R ENTERPRISES	1,240.75
MINNESOTA REVENUE	6,302.70
MINNESOTA TORO	139.22
MINUTEMAN PRESS	156.95
NEXTERA COMMUNICATIONS LLC	3.93
NAPA SUPPLY OF GRAND RAPIDS	891.34
NORTHERN LAKES WINDOW CLEANING	149.62
NORTHERN OFFICE OUTFITTER INC	324.86
P.U.C.	2,594.44
QUALITY REFRIGERATION & HTG	764.00
NORTHERN MN WATER COND DBA	91.92
STEVE ROSS DBA ROSS GOLF	4,289.96
STOKES PRINTING & OFFICE	55.91
TDS Metrocom	324.98
TURFWERKS	450.96
TWINCITIESGOLF.COM	1,025.00
UNUM LIFE INSURANCE CO OF AMER	4.10

VANTIV INTEGRATED PAYMENTS	31.66
VERIZON WIRELESS	194.95
VISA	120.22
WASTE MANAGEMENT	264.09
WILLARD LEROY PETERSON	200.00
JEFF FRAZIER	200.00
SCOTT ANDERSON	200.00
KATIE PETERMEIER	200.00
TOTAL ALL VENDORS:	81,578.27

IV. Visitors: None

V. Grounds Superintendent: Steve Ross reported. Aerification of tee boxes is taking place today. Greens will be aerified starting later next Sunday and completed on Monday the 26th. Due to the rain there has been some algae on greens but it has been taken care of. Concrete work should be done soon and the septic system at the course bathroom will be done. There was discussion of future equipment needs and possibly new tee boxes for a short course. A tour of the course will be taken later in the meeting.

VI. Concessions: No report

VII. Director of Golf: Bob Cahill reported. All major events have now been completed and next year several events that take place on Thursdays will be moved to Mondays.

VIII. Old Business: None

IX. New Business: None

X. Correspondence and Open Discussion: None.

XI. Adjourn: Kelly Kirwin made a motion to adjourn the meeting. Larry O'Brien seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary

POKEGAMA GOLF COURSE BILL LIST - OCTOBER 18, 2016

DATE: 10/12/2016
 TIME: 15:10:11
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 10/18/2016

VENDOR #	NAME	AMOUNT DUE
POKEGAMA GOLF COURSE		
0113233	AMERIPRIDE LINEN & APPAREL	64.82
0221650	BURGGRAF'S ACE HARDWARE INC	118.48
0315535	CONE CONSTRUCTION INC	5,372.50
0401804	DAVIS OIL	1,113.93
1105444	KELLER FENCE COMPANY	29.50
1200500	L&M SUPPLY	53.16
1309280	MN DEPT OF NAT'L RESOURCES	273.03
1309355	MINNESOTA TORO	874.17
1415030	NAPA SUPPLY OF GRAND RAPIDS	77.42
1415372	NORTHERN AIR PLUMBING	192.25
1415487	NORTHERN LAKES WINDOW CLEANING	149.62
1612050	PLAISTED COMPANIES INC	1,280.04
1615423	POKEGAMA ELECTRIC INC	219.55
1801612	RAPID RENTAL	300.00
1815711	STEVE ROSS DBA ROSS GOLF	4,166.67
1920555	STOKES PRINTING & OFFICE	15.80
2005700	THE TESSMAN COMPANY	7,329.00
2021646	TURFWERKS	703.61
2023351	TWINCITIESGOLF.COM	300.00
2209705	VISIT GRAND RAPIDS INC	360.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 22,993.55

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0212750	BLUE CROSS & BLUE SHIELD OF MN	2,003.00
0301328	ROBERT CAHILL	968.66
0315329	CITY OF COHASSET	176.63
0405447	DELTA DENTAL OF MINNESOTA	123.55
0718015	GRAND RAPIDS CITY PAYROLL	25,024.34
0718070	GRAND RAPIDS STATE BANK	2,685.49
1309335	MINNESOTA REVENUE	6,256.61
1309376	UNIVERSITY OF MINNESOTA	140.00
1405850	NEXTERA COMMUNICATIONS LLC	3.93
1621130	P.U.C.	2,854.02
2000490	TDS Metrocom	324.74
2114750	UNUM LIFE INSURANCE CO OF AMER	4.10
2201535	VANTIV INTEGRATED PAYMENTS	31.66
2205637	VERIZON WIRELESS	120.47
2301700	WASTE MANAGEMENT	264.09

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF \$ 40,981.29

TOTAL ALL DEPARTMENTS 63,974.84

**CITY OF GRAND RAPIDS
POKEGAMA GOLF COURSE**

**SCHEDULE OF BUDGET VS ACTUAL REVENUE AND EXPENSES
For the Period Ended September 30, 2016**

With Comparative Actual Amounts for the Period Ended September 30, 2015

	2016	2016		% OF BUDGET	2015
	<u>BUDGET</u>	<u>ACTUAL</u>	OVER (UNDER) <u>BUDGET</u>		<u>ACTUAL</u>
Operating Revenues					
Season Passes	\$ 185,000	\$ 177,172	\$ (7,828)	96%	\$ 176,114
Green Fees	250,000	217,134	(32,866)	87%	230,187
Ancillary	139,505	133,397	(6,108)	96%	137,233
Total Revenues	<u>574,505</u>	<u>527,702</u>	<u>(46,803)</u>	92%	<u>543,533</u>
Operating Expenses					
Personnel	241,340	224,722	(16,618)	93%	191,531
Materials and Supplies	60,900	44,967	(15,933)	74%	65,651
Other Services & Charges	186,283	163,908	(22,375)	88%	142,338
Total Expenses	<u>488,523</u>	<u>433,597</u>	<u>(54,926)</u>	89%	<u>399,519</u>
OPERATING INCOME (LOSS)	<u>85,982</u>	<u>94,105</u>	<u>8,123</u>		<u>144,014</u>
Nonoperating Revenues	8,500	5,844	(2,656)	69%	7,947
Concessionaire Lease	18,000	12,000	(6,000)	67%	12,000
Operating Transfer In	-	-	-	0%	-
Sales Tax Repayment	-	-	-	0%	-
Debt Principal Payment	(13,454)	(13,454)	(0)	100%	(31,221)
Depreciation	(99,000)	(78,420)	20,580	79%	(76,364)
NET INCOME	<u>\$ 28</u>	<u>\$ 20,075</u>	<u>\$ 20,047</u>		<u>\$ 56,376</u>

CITY OF GRAND RAPIDS - POKEGAMA GOLF COURSE
Statement of Income and Expenses
SEPTEMBER 30, 2016 TO SEPTEMBER 30, 2012

	<u>YTD THROUGH 9/30/2016</u>	<u>YTD THROUGH 9/30/2015</u>	<u>YTD THROUGH 9/30/2014</u>	<u>YTD THROUGH 9/30/2013</u>	<u>YTD THROUGH 9/30/2012</u>
Operating Revenues:					
Season Passes	\$ 177,172	\$ 176,114	\$ 159,307	\$ 157,572	\$ 183,407
Green Fees	217,134	230,187	216,865	188,271	208,704
Ancillaries	133,397	137,233	138,793	132,312	125,519
Total Operating Revenues	<u>527,702</u>	<u>543,533</u>	<u>514,966</u>	<u>478,155</u>	<u>517,631</u>
Operating Expenses:					
Personnel	224,722	191,531	178,939	175,554	180,470
Materials and Supplies	44,967	65,651	47,535	57,540	57,300
Other Services & Charges	163,908	142,338	122,648	142,915	146,254
Total Operating Expenses	<u>433,597</u>	<u>399,519</u>	<u>349,122</u>	<u>376,009</u>	<u>384,024</u>
OPERATING INCOME (LOSS)	<u>94,105</u>	<u>144,014</u>	<u>165,844</u>	<u>102,146</u>	<u>133,607</u>
Nonoperating Revenues	5,844	7,947	5,406	6,202	5,080
Concessionaire Lease	12,000	12,000	14,000	12,000	12,000
Operating Transfer In	-	-	-	-	-
Clubhs/Park Prj Fundraising Exps	-	-	-	-	-
Sales Tax Repayment	-	-	-	-	(12,297)
Debt Principal Payment	(13,454)	(31,221)	(30,912)	(30,606)	(30,303)
Depreciation	<u>(78,420)</u>	<u>(76,364)</u>	<u>(73,757)</u>	<u>(65,660)</u>	<u>(64,787)</u>
NET INCOME (LOSS)	<u>\$ 20,075</u>	<u>\$ 56,376</u>	<u>\$ 80,581</u>	<u>\$ 24,082</u>	<u>\$ 43,300</u>

DATE: 10/12/2016
 TIME: 15:33:21
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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2016

PAGE: 1
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FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	SEPTEMBER ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL

CHARGES FOR SERVICES						
613-00-34-00-1000	FAMILY PASS	0.00	60,556.97	69,000.00	87.7	65,446.24
613-00-34-00-1050	FAMILY PLUS ONE CHILD	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1055	FAMILY + 2 OR MORE CHILDREN	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1075	PIGGY BACK PASS	0.00	2,800.00	3,500.00	80.0	2,800.00
613-00-34-00-1100	SINGLE PASS	0.00	79,384.07	70,000.00	113.4	66,839.69
613-00-34-00-1110	SINGLE PLUS ONE CHILD	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1115	SINGLE + 2 OR MORE CHILDREN	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1150	YOUNG ADULT PASS	0.00	3,887.00	4,500.00	86.3	4,485.00
613-00-34-00-1200	JUNIOR PASS	0.00	5,643.00	8,000.00	70.5	7,623.01
613-00-34-00-1225	PATRON CARDS	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1230	MULTI-PLAY PASS	1,272.00	14,171.00	20,000.00	70.8	19,004.67
613-00-34-00-1250	SEASON PASS EXP-SUGARBROOK	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1600	WD 18 HOLE	1,920.00	20,672.00	25,000.00	82.6	23,490.00
613-00-34-00-1610	WD/WE 18 HOLE SPECIAL	4,062.00	15,421.00	0.00	100.0	16,300.00
613-00-34-00-1620	WD/WE SPRING/FALL GREEN FEES	1,123.20	3,543.20	78,000.00	4.5	1,141.92
613-00-34-00-1625	WD/WE FALL SPECIALS	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1650	WD 18 HOLE EAGLE SUGR WEND MBR	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1700	WD 9 HOLE	684.00	7,712.00	12,000.00	64.2	11,970.00
613-00-34-00-1710	WD/WE 9 HOLE SPECIAL	2,822.00	23,230.50	0.00	100.0	26,774.50
613-00-34-00-1750	WD 9 HOLE EAGLE SUGAR WEND MBR	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1800	SPECIAL PLAY	0.00	207.11	0.00	100.0	9.20
613-00-34-00-1850	WD HALF PRICE 18 DISCOUNT CARD	336.00	3,183.00	0.00	100.0	3,795.00
613-00-34-00-1875	WD HALF PRICE 9 DISCOUNT CARD	47.50	399.00	0.00	100.0	513.00
613-00-34-00-1900	WD LEAGUE FEE 18 HOLES	220.00	1,474.00	13,000.00	11.3	1,408.00
613-00-34-00-1950	WD LEAGUE FEE 9 HOLES	420.00	9,195.00	0.00	100.0	11,325.00
613-00-34-00-1975	SENIOR GREEN FEES	3,516.95	20,573.46	0.00	100.0	20,180.83
613-00-34-00-2000	WD 2ND NINE	26.00	207.00	0.00	100.0	156.00
613-00-34-00-2100	WD TWILIGHT	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2105	WD TOURNAMENT GREEN FEE	404.88	20,960.96	35,000.00	59.8	18,089.26
613-00-34-00-2110	WE 18 HOLE	7,752.00	49,742.00	60,000.00	82.9	54,062.83
613-00-34-00-2111	WE 18 HOLE EAGLE SUGR WEND MBR	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2112	WE 9 HOLE EAGLE SUGAR WEND MBR	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2113	WE HALF PRICE 18 DISCOUNT CARD	380.00	3,534.00	0.00	100.0	2,922.50
613-00-34-00-2114	WE HALF PRICE 9 DISCOUNT CARD	23.00	366.50	0.00	100.0	550.00
613-00-34-00-2115	WE 2ND NINE GREEN FEE	0.00	270.00	0.00	100.0	182.00

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2016

PAGE: 2
 F-YR: 16

FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	SEPTEMBER ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
CHARGES FOR SERVICES						
613-00-34-00-2120	WE 9 HOLE	2,208.00	18,101.00	21,000.00	86.1	19,679.00
613-00-34-00-2121	WE OUTING GREEN FEE	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2122	WE COUPLES GOLF	0.00	491.05	0.00	100.0	678.98
613-00-34-00-2123	WE TOURNAMENT GREEN FEE	3,894.28	13,896.10	0.00	100.0	15,908.66
613-00-34-00-2124	WE TWILIGHT	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2125	WD LODGING 18 HOLE	1,925.00	3,955.00	0.00	100.0	1,050.00
613-00-34-00-2130	WD LODGING 9 HOLE	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2132	WD/WE COUPON GOLF ENTER PRICE	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2135	LODGE 18 WEEKEND	0.00	0.00	6,000.00	0.0	0.00
613-00-34-00-2140	LODGE 9 WEEKEND	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2142	LODGING REC ON ACCOUNT	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2145	MISCELLANEOUS GREEN FEES	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2146	PULL CART RENTAL	67.50	540.00	1,000.00	54.0	858.75
613-00-34-00-2200	PREPAID PASSES	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2250	GUEST PASS	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2300	DRIVING RANGE PASS	0.00	5,420.00	7,600.00	71.3	5,665.00
613-00-34-00-2350	FAMILY DRIVING RANGE PASS	0.00	3,660.00	2,400.00	152.5	2,400.00
613-00-34-00-2352	STUDENT DRIVING RANGE	0.00	300.00	0.00	100.0	300.00
613-00-34-00-2354	JUNIOR DRIVING RANGE	0.00	1,350.00	0.00	100.0	1,550.00
613-00-34-00-2400	SMALL BUCKET	332.86	2,733.94	3,300.00	82.8	3,246.32
613-00-34-00-2450	MEDIUM BUCKET	351.00	2,854.80	3,200.00	89.2	3,107.52
613-00-34-00-2500	LARGE BUCKET	701.25	6,670.29	8,000.00	83.3	7,999.86
613-00-34-00-2600	CART 9 HOLE	918.00	7,200.00	30,000.00	24.0	8,856.00
613-00-34-00-2625	CART HALF 9 HOLE	3,123.00	20,426.60	0.00	100.0	20,763.00
613-00-34-00-2650	CART TRAIL FEE 9 HOLES	15.00	105.00	0.00	100.0	10.00
613-00-34-00-2700	CART 18 HOLE	4,593.51	17,121.51	61,000.00	28.0	17,859.39
613-00-34-00-2725	CART HALF 18 HOLE	6,624.00	42,762.00	0.00	100.0	39,564.00
613-00-34-00-2750	CART TRAIL FEE 18 HOLES	0.00	0.00	0.00	0.0	2,500.00
613-00-34-00-2775	SENIOR LEAGUE CART	620.16	3,927.68	0.00	100.0	4,462.72
613-00-34-00-2800	MISCEL CART RENTAL	76.74	592.89	0.00	100.0	488.07
613-00-34-00-2900	PERSONAL CART RENTAL	0.00	2,400.00	3,000.00	80.0	2,620.00
613-00-34-00-3200	CART SEASON RENTAL 2 PEOPLE	0.00	13,070.00	27,505.00	47.5	10,404.25
613-00-34-00-3350	EMPLOYEE CART FEE	0.00	0.00	0.00	0.0	0.00
613-00-34-00-3400	CART SEASON RENTAL 1 PERSON	0.00	10,771.05	0.00	100.0	12,150.00
613-00-34-00-3500	3.35% CREDIT CARD CHARGES	244.58	2,220.79	2,500.00	88.8	2,343.19

DATE: 10/12/2016
 TIME: 15:33:21
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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2016

PAGE: 3
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FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	SEPTEMBER ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
CHARGES FOR SERVICES						
613-00-34-00-3900	MISC REVENUE-DAILY SALES	0.00	0.00	0.00	0.0	0.00
TOTAL		50,704.41	527,702.47	574,505.00	91.8	543,533.36
MISCELLANEOUS REVENUE						
613-00-37-00-2250	ADVERTISING	0.00	0.00	0.00	0.0	0.00
613-00-37-00-2270	T-SIGN SPONSORSHIPS	0.00	0.00	0.00	0.0	0.00
613-00-37-00-2370	WEBSITE ADVERTISING	0.00	0.00	0.00	0.0	0.00
613-00-37-00-2390	LOCKER RENTAL	0.00	93.56	500.00	18.7	187.12
613-00-37-00-2420	BLANDIN GRANTS	0.00	0.00	0.00	0.0	0.00
613-00-37-00-3600	CONCESSIONAIRE LEASE	0.00	12,000.00	18,000.00	66.6	12,000.00
613-00-37-00-3700	GC CLUBHOUSE FACILITY FEE	0.00	1,000.00	2,000.00	50.0	2,500.00
613-00-37-00-3800	CAM RENT	1,957.01	4,205.19	5,000.00	84.1	3,778.55
613-00-37-00-3900	MISCEL REVENUE	0.00	0.00	500.00	0.0	664.36
613-00-37-00-4400	CONTRIBUTIONS	0.00	0.00	0.00	0.0	0.00
613-00-37-00-4410	CONTRIBUTION-IN-KIND SERVICE	0.00	0.00	0.00	0.0	0.00
613-00-37-00-4700	INVESTMENT INCOME	0.00	545.10	500.00	109.0	485.96
TOTAL		1,957.01	17,843.85	26,500.00	67.3	19,615.99
TOTAL REVENUES: MISCELLANEOUS REVENUE		1,957.01	17,843.85	26,500.00	67.3	19,615.99
OTHER FINANCING SOURCES						
613-00-39-00-2420	CAPITAL BLANDIN GRANT	0.00	0.00	0.00	0.0	0.00
613-00-39-00-4600	SALE OF CAPITAL ASSET	0.00	0.00	0.00	0.0	331.01
613-00-39-00-4620	INSURANCE RECOVERY	0.00	0.00	0.00	0.0	0.00
613-00-39-00-4700	CAPITAL CONTRIB-RESTROOM	0.00	0.00	0.00	0.0	0.00
613-00-39-00-4800	CAPITAL CONTRIB-FUNDRAISER	0.00	0.00	0.00	0.0	3,000.00
613-00-39-00-5030	OPERATING TRANSFER IN	0.00	0.00	0.00	0.0	0.00
613-00-39-00-5500	USAGE OF NET ASSETS	0.00	0.00	0.00	0.0	0.00
TOTAL		0.00	0.00	0.00	0.0	3,331.01

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2016

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FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	SEPTEMBER ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
TOTAL REVENUES: OTHER FINANCING SOURCES		0.00	0.00	0.00	0.0	3,331.01
GENERAL ADMINISTRATION						
PERSONNEL						
613-00-50-10-1010	SALARY-FULLTIME	12,401.55	74,179.46	98,740.00	75.1	66,874.12
613-00-50-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	1,000.00	0.0	0.00
613-00-50-10-1030	SALARY-PARTTIME	22,946.56	97,032.43	81,149.00	119.5	81,207.30
613-00-50-10-1040	SALARY-PARTTIME/OVERTIME	707.26	3,342.45	750.00	445.6	2,213.25
613-00-50-10-1050	CONTRACTED SERVICE	1,200.00	1,200.00	0.00	(100.0)	0.00
613-00-50-10-1210	PERA	1,726.51	9,166.08	7,480.00	122.5	6,692.76
613-00-50-10-1220	FICA	2,164.14	10,377.54	11,262.00	92.1	8,921.37
613-00-50-10-1250	MEDICARE	506.11	2,427.00	2,634.00	92.1	2,086.44
613-00-50-10-1310	HEALTH INSURANCE	1,527.53	19,304.10	24,441.00	78.9	16,629.84
613-00-50-10-1330	LIFE INSURANCE	4.10	30.75	43.00	71.5	36.90
613-00-50-10-1335	DENTAL INSURANCE	31.81	500.35	591.00	84.6	424.87
613-00-50-10-1345	OPEB	0.00	0.00	1,750.00	0.0	0.00
613-00-50-10-1420	UNEMPLOYMENT	0.00	5,248.06	7,000.00	74.9	3,811.09
613-00-50-10-1510	WORKERS COMPENSATION	201.35	1,914.15	4,500.00	42.5	2,633.23
TOTAL PERSONNEL		43,416.92	224,722.37	241,340.00	93.1	191,531.17
SUPPLIES & MATERIALS						
613-00-50-20-2010	OFFICE SUPPLIES	25.18	524.90	1,000.00	52.4	1,025.44
613-00-50-20-2020	COPY SUPPLIES	324.86	324.86	0.00	(100.0)	0.00
613-00-50-20-2030	PRINTING & BINDING	0.00	791.64	1,000.00	79.1	1,520.49
613-00-50-20-2060	COMPUTER SUPPLIES	0.00	481.00	500.00	96.2	1,474.91
613-00-50-20-2075	ASSETS BETWEEN \$700-2,499	0.00	0.00	2,500.00	0.0	1,031.29
613-00-50-20-2090	INVENTORIAL SUPPLIES	0.00	3,958.66	5,000.00	79.1	9,543.67
613-00-50-20-2100	OPERATING SUPPLIES	148.30	3,387.69	9,000.00	37.6	8,436.23
613-00-50-20-2120	MOTOR FUELS	0.00	7,777.36	12,000.00	64.8	7,563.45
613-00-50-20-2130	LUBRICANTS	0.00	324.53	300.00	108.1	243.24
613-00-50-20-2150	MAINT/EQUIPMENT SUPPLIES	0.00	5,024.62	0.00	(100.0)	4,397.66
613-00-50-20-2180	SAFETY SUPPLIES	0.00	0.00	500.00	0.0	0.00
613-00-50-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	0.00	0.0	199.88
613-00-50-20-2210	EQUIPMENT PARTS	1,643.35	15,289.38	22,000.00	69.4	18,967.15
613-00-50-20-2285	TURF MAINTENANCE	1,280.04	4,050.84	5,000.00	81.0	7,293.73

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 FOR 9 PERIODS ENDING SEPTEMBER 30, 2016

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FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	SEPTEMBER ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
GENERAL ADMINISTRATION						
SUPPLIES & MATERIALS						
613-00-50-20-2290	FLOWERS	0.00	2,924.93	2,000.00	146.2	3,841.28
613-00-50-20-2400	SMALL TOOLS	0.00	106.86	100.00	106.8	112.18
TOTAL SUPPLIES & MATERIALS		3,421.73	44,967.27	60,900.00	73.8	65,650.60
OTHER SERVICES & CHARGES						
613-00-50-30-3000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.0	0.00
613-00-50-30-3010	AUDITING/ACCOUNTING SERVICES	0.00	1,584.00	13,875.00	11.4	1,233.40
613-00-50-30-3040	LEGAL SERVICES	0.00	0.00	1,000.00	0.0	0.00
613-00-50-30-3060	EXTERMINATOR SERVICE	0.00	267.18	500.00	53.4	0.00
613-00-50-30-3070	LAUNDRY/SOIL MATS	64.82	459.68	500.00	91.9	527.47
613-00-50-30-3090	JANITORIAL SERVICE	149.62	2,059.24	2,000.00	102.9	1,878.73
613-00-50-30-3100	OTHER CONTRACTED SERVICE	4,466.67	39,250.03	50,000.00	78.5	26,951.00
613-00-50-30-3210	TELEPHONE	449.14	4,090.36	4,000.00	102.2	4,004.84
613-00-50-30-3220	POSTAGE	0.00	0.00	0.00	0.0	17.28
613-00-50-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	528.52	500.00	105.7	0.00
613-00-50-30-3260	PROMOTIONS	0.00	1,145.00	0.00	(100.0)	0.00
613-00-50-30-3265	GRAND SLAM EXPENSES	0.00	0.00	0.00	0.0	0.00
613-00-50-30-3340	AUTO LICENSES	0.00	16.00	0.00	(100.0)	0.00
613-00-50-30-3510	PUBLISHING & ADVERTISING	156.95	2,001.95	1,500.00	133.4	1,264.00
613-00-50-30-3610	GENERAL INSURANCE	733.40	6,600.60	7,200.00	91.6	5,364.81
613-00-50-30-3810	ELECTRICITY	0.00	14,294.94	19,000.00	75.2	17,665.30
613-00-50-30-3840	GARBAGE REMOVAL	264.09	1,881.40	2,000.00	94.0	1,894.06
613-00-50-30-3845	CABLE	0.00	0.00	0.00	0.0	0.00
613-00-50-30-3850	SEPTIC/SEWER	0.00	772.00	2,000.00	38.6	330.00
613-00-50-30-3860	HEAT-NATURAL GAS	96.07	1,726.44	4,000.00	43.1	2,267.86
613-00-50-30-4000	MAINTENANCE CONTRACTS	800.00	9,485.44	6,500.00	145.9	6,850.37
613-00-50-30-4010	BUILDING MAINT/REPAIR	0.00	7,671.44	2,000.00	383.5	3,255.23
613-00-50-30-4020	COMPUTER MAINTENANCE	0.00	103.73	0.00	(100.0)	0.00
613-00-50-30-4050	IRRIGATION MAINT/REPAIRS	0.00	3,908.33	0.00	(100.0)	148.46
613-00-50-30-4070	GEN'L EQUIP MAINT/REPAIR	0.00	4,217.42	500.00	843.4	618.16
613-00-50-30-4075	FIXTURE/FURNITURE MAINT/REPAIR	441.30	2,145.04	3,000.00	71.5	2,932.36
613-00-50-30-4080	FERTILIZER/CHEMICALS	7,329.00	28,315.93	35,000.00	80.9	33,790.01
613-00-50-30-4085	TREE MAINTENANCE	0.00	2,137.50	3,000.00	71.2	1,293.19
613-00-50-30-4090	COURSE IMPROVEMENTS	5,372.50	5,372.50	0.00	(100.0)	404.46

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 FOR 9 PERIODS ENDING SEPTEMBER 30, 2016

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FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	SEPTEMBER ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
GENERAL ADMINISTRATION						
OTHER SERVICES & CHARGES						
613-00-50-30-4150	EQUIPMENT RENTALS	0.00	0.00	1,500.00	0.0	1,906.94
613-00-50-30-4155	WINTER STORAGE	0.00	1,520.00	1,500.00	101.3	1,480.00
613-00-50-30-4320	MC/VISA BANK CHARGES	2,717.15	13,385.63	13,000.00	102.9	13,231.78
613-00-50-30-4323	MISCELLANEOUS	0.00	0.00	0.00	0.0	0.00
613-00-50-30-4325	CASH SHORT AND OVER	(0.02)	22.76	0.00	(100.0)	188.51
613-00-50-30-4326	CASH-SHORT/OVER-CONCESSIONS	0.00	0.00	0.00	0.0	0.00
613-00-50-30-4327	PERMITS & DUES	0.00	85.00	0.00	(100.0)	90.00
613-00-50-30-4330	DUES & SUBSCRIPTIONS	0.00	2,737.75	2,500.00	109.5	2,727.75
613-00-50-30-4335	GOLF-SUGARBROOK-POK GC BAD GRN	0.00	0.00	0.00	0.0	0.00
613-00-50-30-4340	PROPERTY TAX	0.00	3,915.00	3,900.00	100.3	3,909.00
613-00-50-30-4350	4TH OF JULY EXPENSES	0.00	799.19	900.00	88.7	892.89
613-00-50-30-4380	CLUBHOUSE LOAN REPAYMENT	0.00	0.00	13,454.00	0.0	0.00
613-00-50-30-4390	RESTROOMS-EXP-NON-CAPITALIZED	0.00	0.00	0.00	0.0	0.00
613-00-50-30-4400	GOLF CART LOAN PAYMENT	0.00	0.00	0.00	0.0	0.00
613-00-50-30-5000	INTEREST EXPENSE	0.00	1,407.60	1,408.00	99.9	1,719.82
613-00-50-30-5010	INTEREST EXP-EQPT	0.00	0.00	0.00	0.0	0.00
613-00-50-30-5500	BAD DEBT EXPENSE	0.00	0.00	0.00	0.0	0.00
613-00-50-30-5600	DEPRECIATION EXPENSE	8,983.10	78,420.14	99,000.00	79.2	76,364.05
613-00-50-30-5700	LOSS ON RETIREMENT-FIXED ASSET	0.00	0.00	0.00	0.0	0.00
613-00-50-30-7200	TRANSFER OUT	0.00	0.00	3,500.00	0.0	3,500.00
TOTAL OTHER SERVICES & CHARGES		32,023.79	242,327.74	298,737.00	81.1	218,701.73
TOTAL EXPENSES: GENERAL ADMINISTRATION		78,862.44	512,017.38	600,977.00	85.1	475,883.50
TOTAL EXPENSES:		78,862.44	512,017.38	600,977.00	85.1	475,883.50
TOTAL FUND REVENUES		52,661.42	545,546.32	601,005.00	90.7	566,480.36
TOTAL FUND EXPENSES		78,862.44	512,017.38	600,977.00	85.1	475,883.50
FUND SURPLUS (DEFICIT)		(26,201.02)	33,528.94	28.00	9746.2	90,596.86

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CITY OF GRAND RAPIDS
 DETAILED BALANCE SHEET

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FUND: POKEGAMA GOLF COURSE
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2016

ACCOUNT #	DESCRIPTION	BALANCE 01/01/16	NET DEBITS	NET CREDITS	BALANCE 09/30/16
ASSETS					
613-00-00-00-0100	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
613-00-00-00-0110	DUE TO OTHER FUNDS	0.00	199,006.03	199,006.03	0.00
613-00-00-00-1010	CASH	234,026.33	585,453.33	586,464.55	233,015.11
613-00-00-00-1013	CASH-CAPITAL PROJECTS	452.04	0.00	0.00	452.04
613-00-00-00-1015	CASH-DESIGNATED CAP-GREEN FEES	3,572.94	0.00	0.00	3,572.94
613-00-00-00-1016	CASH-BLAND FOUND-ECON DEVELOP	0.00	0.00	0.00	0.00
613-00-00-00-1017	CASH-DEPOSIT APARTMENT	0.00	0.00	0.00	0.00
613-00-00-00-1150	ACCOUNTS RECEIVABLE	4,475.69	41,768.20	44,003.67	2,240.22
613-00-00-00-1175	PLEDGE RECEIVABLE	0.00	0.00	0.00	0.00
613-00-00-00-1176	ALLOWANCE FOR DOUBTFULL ACCNTS	0.00	0.00	0.00	0.00
613-00-00-00-1310	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
613-00-00-00-1315	DUE FROM PRO SHOP	0.00	41.81	41.81	0.00
613-00-00-00-1320	DUE FROM OTHER GOV'T	0.00	0.00	0.00	0.00
613-00-00-00-1410	INVENTORY	0.00	0.00	0.00	0.00
613-00-00-00-1550	PREPAID EXPENSES	1,800.20	760.00	1,800.20	760.00
613-00-00-00-1551	PREPAID INSURANCE	0.00	11,217.00	8,412.75	2,804.25
613-00-00-00-1610	LAND/LAND IMPROVEMENTS	871,480.72	0.00	0.00	871,480.72
613-00-00-00-1620	EQPT/MACHINERY/FURN/FIX	703,269.06	121,500.09	22,500.00	802,269.15
613-00-00-00-1621	ACCUMULATED DEPR	(1,246,099.39)	0.00	78,420.14	(1,324,519.53)
613-00-00-00-1630	BUILDING/BLDG IMPROVEMENTS	1,464,115.97	0.00	0.00	1,464,115.97
613-00-00-00-1640	OTHER IMPROVEMENTS	826,370.05	0.00	0.00	826,370.05
613-00-00-00-1650	CONSTRUCTION IN PROGRESS-BLDGS	0.00	0.00	0.00	0.00
613-00-00-00-1660	CONSTRUCTION IN PROGRESS-INFRA	0.00	0.00	0.00	0.00
613-00-00-00-1800	ENCUMBRANCE	0.00	1,001,961.55	35,945.66	966,015.89
TOTAL		2,863,463.61	1,961,708.01	976,594.81	3,848,576.81
TOTAL ASSETS		2,863,463.61	1,961,708.01	976,594.81	3,848,576.81
LIABILITIES AND FUND EQUITY					
LIABILITIES					
613-00-00-00-2020	ACCOUNTS PAYABLE	4,389.29	567,603.98	575,304.45	12,089.76
613-00-00-00-2040	RENTAL DEPOSIT PAYABLE	0.00	0.00	0.00	0.00
613-00-00-00-2060	CONTRACTS PAYABLE	0.00	0.00	0.00	0.00
613-00-00-00-2080	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
613-00-00-00-2100	DUE TO THIRD PARTY	0.00	0.00	0.00	0.00
613-00-00-00-2120	DUE TO COMPONENT UNIT-PUC	0.00	0.00	0.00	0.00
613-00-00-00-2125	ADVANCE FROM OTHER FUND	140,759.97	13,454.13	0.00	127,305.84
613-00-00-00-2140	COMPENSATED ABSENCES PAYABLE	4,089.00	0.00	0.00	4,089.00
613-00-00-00-2150	ACCRUED INTEREST	704.00	0.00	0.00	704.00

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CITY OF GRAND RAPIDS
 DETAILED BALANCE SHEET

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FUND: POKEGAMA GOLF COURSE
 FOR 9 PERIODS ENDING SEPTEMBER 30, 2016

ACCOUNT #	DESCRIPTION	BALANCE 01/01/16	NET DEBITS	NET CREDITS	BALANCE 09/30/16
LIABILITIES					
613-00-00-00-2160	ACCRUED WAGES PAYABLE	2,481.07	2,481.07	0.00	0.00
613-00-00-00-2166	OPEB LIABILITY	7,324.00	0.00	0.00	7,324.00
613-00-00-00-2171	FEDERAL WITHHOLDING	0.00	0.00	0.00	0.00
613-00-00-00-2172	STATE WITHHOLDING	0.00	0.00	0.00	0.00
613-00-00-00-2173	FICA WITHHOLDING	0.00	0.00	0.00	0.00
613-00-00-00-2174	PERA WITHHOLDING	0.00	0.00	0.00	0.00
613-00-00-00-2220	DEFERRED REVENUE	10,117.89	10,117.89	0.00	0.00
613-00-00-00-2250	DEFERRED PLEDGES-BLANDIN GRANT	0.00	0.00	0.00	0.00
613-00-00-00-2281	DUE TO PRO SHOP	0.00	7,908.69	8,360.57	451.88
613-00-00-00-2290	LEASE PAYABLE	0.00	0.00	0.00	0.00
613-00-00-00-2510	SALES TAX PAYABLE	0.00	32,687.29	36,156.40	3,469.11
613-00-00-00-2515	LIQUOR SALES TAX PAYABLE	0.00	0.00	0.00	0.00
613-00-00-00-2520	USE TAX PAYABLE	0.00	0.00	0.00	0.00
TOTAL		169,865.22	634,253.05	619,821.42	155,433.59
TOTAL LIABILITIES		169,865.22	634,253.05	619,821.42	155,433.59
FUND EQUITY					
613-00-00-00-2950	RESERVE FOR ENCUMBRANCES	0.00	35,945.66	1,001,961.55	966,015.89
613-00-00-00-3010	NET ASSETS	2,693,598.39	0.00	0.00	2,693,598.39
TOTAL		2,693,598.39	35,945.66	1,001,961.55	3,659,614.28
FUND SURPLUS (DEFICIT)		0.00	0.00	33,528.94	33,528.94
TOTAL FUND EQUITY		2,693,598.39	35,945.66	1,035,490.49	3,693,143.22
TOTAL LIABILITIES AND FUND EQUITY		2,863,463.61	670,198.71	1,655,311.91	3,848,576.81