

POKEGAMA GOLF COURSE BOARD MEETING

**TUESDAY, June 21, 2016
7:00 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, June 21, 2016 at 7:00 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
May 17, 2016
7:00 AM

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

Absent: Todd Roth

Staff: Bob Cahill Director of Golf
Steve Ross Grounds Superintendent

- I. Pat Pollard called the meeting to order.
- II. Brad Gallop made a motion to accept the minutes of the April 19, 2016 Board meeting. Kelly Kirwin seconded the motion. The motion passed.
- III. Consideration of monthly bills: Brad Gallop made a motion to approve the bill list. Kelly Kirwin seconded the motion. The motion passed. Kelly Kirwin made a motion to approve 3 additional bills – Presto Print \$185.96, Grooms Yard Service \$400.00, GPS Technologies \$1,882.50. Brad Gallop seconded the motion. The motion passed.

ACHESON TIRE COMPANY INC	384.75
AMERIPRIDE LINEN & APPAREL	129.64
PGA ASSOC OF AMERICAN	409.00
BLUE CROSS & BLUE SHIELD OF MN	6,459.50
BURGGRAF'S ACE HARDWARE INC	386.49
CDW GOVERNMENT INC	481.00
ROBERT CAHILL	3,622.63
CLUB CAR MINNESOTA	89,345.00
CLUB CAR LLC	9,355.31
CITY OF COHASSET	241.61
COLE HARDWARE INC	108.90
DAVIS OIL	943.01
DELTA DENTAL OF MINNESOTA	123.55
GOLF MINNESOTA	195.00
GRAND RAPIDS CITY PAYROLL	16,311.09
GRAND RAPIDS STATE BANK	4,126.73
L&M SUPPLY	283.92
MINNESOTA REVENUE	1,316.80
MINNESOTA TORO	1,277.00
MINNESOTA UNEMPLOYMENT COMP FD	4,727.62
NEXTERA COMMUNICATIONS LLC	3.95
NAPA SUPPLY OF GRAND RAPIDS	1,895.11
NORTHERN AIR PLUMBING	131.25
NORTHERN LAKES WINDOW CLEANING	149.62
NORTHLAND MACHINES	60.65
PLAISTED COMPANIES INC	1,839.82
P.U.C.	958.31
NORTHERN MN WATER COND DBA	15.85
STEVE ROSS DBA ROSS GOLF	4,166.67
SIM SUPPLY INC	33.00
STOKES PRINTING & OFFICE	32.44
TDS Metrocom	318.82
THE TESSMAN COMPANY	16,635.15
PLACKNER TREE CARE INC	2,000.00
UNUM LIFE INSURANCE CO OF AMER	4.10
VANTIV INTEGRATED PAYMENTS	31.66
VERIZON WIRELESS	95.98

WASTE MANAGEMENT	264.09
ROGER MISCHKE	210.54
TOTAL ALL VENDORS:	169,075.56

IV. Visitors: Janelle and Stewart Bastian

V. Grounds Superintendent: Steve Ross reported. Metering of water usage on greens, tees, and fairways will start soon. Firm costs for new sprinkler heads and nozzles will be presented at the June meeting. There are 22 irrigation controllers on the course that are slowly being replaced as they break and cannot be repaired due to unavailability of parts. It was discussed and decided to fill the pond on #13 to a deeper level and test the water retention for a longer period of time. Brad Gallop made a motion to hire Cone Construction at the low estimate of \$4,800 to do cement work around the practice green (curbing), entry through the gate, and cart washing station. Kelly Kirwin seconded the motion. The motion passed. Kelly Kirwin made a motion to hire Hopkins Electric at the low estimate of \$3,790 to do electrical work in the new storage building. Brad Gallop seconded the motion. The motion passed.

VI. Concessions: Stewart and Janelle Bastian reported. There are 3 weddings scheduled for the summer and it was noted that bands and music will cease at midnight and volume levels will be monitored closely. Some outside tables and chairs need to be repaired or replaced and light fixtures over the bar may need to be replaced in the near future, as replacement parts are unavailable.

VII. Director of Golf: Bob Cahill reported. Memberships are slightly below last year but it is still early and the weather has not been great yet. Green fees to date have been quite good. New programs are being looked into to encourage youth golf.

VIII. Old Business: None

IX. New Business: None

X. Correspondence and Open Discussion: None.

XI. Adjourn: Brad Gallop made a motion to adjourn the meeting. Kelly Kirwin seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary

POKEGAMA GOLF COURSE BILL LIST - JUNE 21, 2016

DATE: 06/16/2016
 TIME: 15:58:25
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 06/21/2016

VENDOR #	NAME	AMOUNT DUE

POKEGAMA GOLF COURSE		
0103325	ACHESON TIRE COMPANY INC	254.44
0113233	AMERIPRIDE LINEN & APPAREL	64.82
0114200	ANDERSON GLASS	576.44
0221650	BURGGRAF'S ACE HARDWARE INC	480.66
0300200	CDW GOVERNMENT INC	103.73
0312700	CLUB CAR MINNESOTA	762.74
0312701	CLUB CAR LLC	35.53
0315455	COLE HARDWARE INC	242.60
0400015	D.C.R. COMMUNICATIONS INC	39.50
0401804	DAVIS OIL	1,616.44
0700016	GPS TECHNOLOGIES INC	876.99
0718010	CITY OF GRAND RAPIDS	14,861.73
0718032	GRAND RAPIDS GREENHOUSE	2,362.43
0809120	HIBBING DAILY TRIBUNE	50.00
0815605	HOPKINS ELECTRIC	3,790.00
1200500	L&M SUPPLY	299.22
1309355	MINNESOTA TORO	2,583.35
1401650	NARDINI FIRE EQUIPMENT CO. INC	211.66
1415487	NORTHERN LAKES WINDOW CLEANING	149.62
1500700	OSI ENVIRONMENTAL BR 50	100.00
1618235	PRESTO PRINT	69.63
1801530	NORTHERN MN WATER COND DBA	112.48
1801555	RAPID PEST CONTROL INC	267.18
1801612	RAPID RENTAL	450.00
1805345	REINDERS INC	320.71
1815711	STEVE ROSS DBA ROSS GOLF	4,166.67
1909510	SIM SUPPLY INC	180.78
1920555	STOKES PRINTING & OFFICE	168.29
2005700	THE TESSMAN COMPANY	1,844.72

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 37,042.36

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0212750	BLUE CROSS & BLUE SHIELD OF MN	2.87
0315329	CITY OF COHASSET	133.38
0405447	DELTA DENTAL OF MINNESOTA	123.55
0700016	GPS TECHNOLOGIES INC	1,882.50
0718015	GRAND RAPIDS CITY PAYROLL	24,414.69
0718070	GRAND RAPIDS STATE BANK	2,359.93
0718555	GROOMS YARD SERVICES	400.00
1309335	MINNESOTA REVENUE	3,697.72
1618235	PRESTO PRINT	185.96
1621130	P.U.C.	3,183.84
2000490	TDS Metrocom	319.65

POKEGAMA GOLF COURSE BILL LIST - JUNE 21, 2016

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 06/21/2016

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
2114750	UNUM LIFE INSURANCE CO OF AMER	4.10
2201535	VANTIV INTEGRATED PAYMENTS	31.66
2205637	VERIZON WIRELESS	97.57
2209665	VISA	512.99
2301700	WASTE MANAGEMENT	264.09
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$		37,614.50
TOTAL ALL DEPARTMENTS		74,656.86

**CITY OF GRAND RAPIDS
POKEGAMA GOLF COURSE**

**SCHEDULE OF BUDGET VS ACTUAL REVENUE AND EXPENSES
For the Period Ended May 31, 2016
With Comparative Actual Amounts for the Period Ended May 31, 2015**

	2016	2016	OVER (UNDER)	% OF	2015
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>ACTUAL</u>
Operating Revenues					
Season Passes	\$ 185,000	\$ 155,553	\$ (29,447)	84%	\$ 152,401
Green Fees	250,000	31,642	(218,358)	13%	39,377
Ancillary	139,505	37,057	(102,448)	27%	35,896
Total Revenues	<u>574,505</u>	<u>224,252</u>	<u>(350,253)</u>	39%	<u>227,674</u>
Operating Expenses					
Personnel	241,340	85,521	(155,819)	35%	77,745
Materials and Supplies	60,900	17,799	(43,101)	29%	32,150
Other Services & Charges	186,283	90,073	(96,210)	48%	73,452
Total Expenses	<u>488,523</u>	<u>193,393</u>	<u>(295,130)</u>	40%	<u>183,347</u>
OPERATING INCOME (LOSS)	<u>85,982</u>	<u>30,859</u>	<u>(55,123)</u>		<u>44,327</u>
Nonoperating Revenues	8,500	694	(7,806)	8%	1,646
Concessionaire Lease	18,000	4,000	(14,000)	22%	4,000
Operating Transfer In	-	-	-	0%	-
Sales Tax Repayment	-	-	-	0%	-
Debt Principal Payment	(13,454)	-	13,454	0%	-
Depreciation	(99,000)	(40,465)	58,535	41%	(43,360)
NET INCOME	<u>\$ 28</u>	<u>\$ (4,912)</u>	<u>(4,940)</u>		<u>\$ 6,612</u>

CITY OF GRAND RAPIDS - POKEGAMA GOLF COURSE
Statement of Income and Expenses
MAY 31, 2016 TO MAY 31, 2012

	<u>YTD THROUGH 5/31/2016</u>	<u>YTD THROUGH 5/31/2015</u>	<u>YTD THROUGH 5/31/2014</u>	<u>YTD THROUGH 5/31/2013</u>	<u>YTD THROUGH 5/31/2012</u>
Operating Revenues:					
Season Passes	\$ 155,553	\$ 152,401	\$ 133,419	\$ 127,855	\$ 159,503
Green Fees	31,642	39,377	24,328	20,572	37,564
Ancillaries	37,057	35,896	32,791	24,895	34,652
Total Operating Revenues	<u>224,252</u>	<u>227,674</u>	<u>190,538</u>	<u>173,322</u>	<u>231,719</u>
Operating Expenses:					
Personnel	85,521	77,745	71,080	68,266	69,306
Materials and Supplies	17,799	32,150	19,435	24,666	19,037
Other Services & Charges	90,073	73,452	64,498	71,776	80,422
Total Operating Expenses	<u>193,393</u>	<u>183,347</u>	<u>155,013</u>	<u>164,708</u>	<u>168,765</u>
OPERATING INCOME (LOSS)	<u>30,859</u>	<u>44,327</u>	<u>35,525</u>	<u>8,614</u>	<u>62,954</u>
Nonoperating Revenues	694	1,646	816	1,750	727
Concessionaire Lease	4,000	4,000	2,000	2,000	4,000
Operating Transfer In	-	-	-	-	-
Clubhs/Park Prj Fundraising Exps	-	-	-	-	-
Depreciation	<u>(40,465)</u>	<u>(43,360)</u>	<u>(36,588)</u>	<u>(36,681)</u>	<u>(35,351)</u>
NET INCOME (LOSS)	<u>\$ (4,912)</u>	<u>\$ 6,612</u>	<u>\$ 1,753</u>	<u>\$ (24,318)</u>	<u>\$ 32,330</u>

DATE: 06/16/2016
 TIME: 15:10:20
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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL
 FOR 5 PERIODS ENDING MAY 31, 2016

PAGE: 1
 F-YR: 16

FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	MAY 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	11,877.97	56,600.97	69,000.00	82.0	60,301.24
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	1,200.00	2,400.00	3,500.00	68.5	1,800.00
613-00-34-00-1100	SINGLE PASS	19,470.00	74,192.07	70,000.00	105.9	60,368.99
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	1,196.00	3,588.00	4,500.00	79.7	3,289.00
613-00-34-00-1200	JUNIOR PASS	1,881.00	4,653.00	8,000.00	58.1	6,435.01
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	2,993.00	4,394.00	20,000.00	21.9	11,531.67
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	96.00	96.00	25,000.00	0.3	810.00
613-00-34-00-1610	WD/WE 18 HOLE SPECIAL	8,111.00	11,359.00	0.00	100.0	11,920.00
613-00-34-00-1620	WD/WE SPRING/FALL GREEN FEES	1,940.00	2,420.00	78,000.00	3.1	0.00
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	169.00	169.00	12,000.00	1.4	630.00
613-00-34-00-1710	WD/WE 9 HOLE SPECIAL	7,119.00	9,962.50	0.00	100.0	13,242.00
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	48.00	48.00	0.00	100.0	6.00
613-00-34-00-1850	WD HALF PRICE 18 DISCOUNT CARD	15.00	15.00	0.00	100.0	195.00
613-00-34-00-1875	WD HALF PRICE 9 DISCOUNT CARD	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1900	WD LEAGUE FEE 18 HOLES	0.00	0.00	13,000.00	0.0	66.00
613-00-34-00-1950	WD LEAGUE FEE 9 HOLES	315.00	330.00	0.00	100.0	990.00
613-00-34-00-1975	SENIOR GREEN FEES	2,054.79	2,054.79	0.00	100.0	1,513.72
613-00-34-00-2000	WD 2ND NINE	0.00	12.00	0.00	100.0	0.00
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	892.52	892.52	35,000.00	2.5	1,850.74
613-00-34-00-2110	WE 18 HOLE	3,002.00	3,002.00	60,000.00	5.0	5,775.00
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	114.00	114.00	0.00	100.0	472.50
613-00-34-00-2114	WE HALF PRICE 9 DISCOUNT CARD	33.00	33.00	0.00	100.0	33.00
613-00-34-00-2115	WE 2ND NINE GREEN FEE	30.00	30.00	0.00	100.0	0.00

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 DETAILED REVENUE & EXPENSE REPORT
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL
 FOR 5 PERIODS ENDING MAY 31, 2016

PAGE: 2
 F-YR: 16

FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	MAY 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	1,104.00	1,104.00	21,000.00	5.2	1,859.00
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	0.00	0.00	0.0	14.03
613-00-34-00-2123	WE TOURNAMENT GREEN FEE	0.00	0.00	0.00	0.0	0.00
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	0.00	0.00	0.00	0.0	0.00
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	56.25	67.50	1,000.00	6.7	157.50
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	1,110.00	4,865.00	7,600.00	64.0	4,725.00
613-00-34-00-2350	FAMILY DRIVING RANGE PASS	500.00	3,410.00	2,400.00	142.0	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	350.00	1,150.00	0.00	100.0	1,250.00
613-00-34-00-2400	SMALL BUCKET	512.38	665.72	3,300.00	20.1	661.98
613-00-34-00-2450	MEDIUM BUCKET	439.92	650.52	3,200.00	20.3	669.24
613-00-34-00-2500	LARGE BUCKET	1,032.24	1,778.37	8,000.00	22.2	1,896.18
613-00-34-00-2600	CART 9 HOLE	486.00	648.00	30,000.00	2.1	1,116.00
613-00-34-00-2625	CART HALF 9 HOLE	1,584.00	2,502.00	0.00	100.0	3,438.00
613-00-34-00-2650	CART TRAIL FEE 9 HOLES	40.00	55.00	0.00	100.0	0.00
613-00-34-00-2700	CART 18 HOLE	756.00	828.00	61,000.00	1.3	1,224.00
613-00-34-00-2725	CART HALF 18 HOLE	2,250.00	3,150.00	0.00	100.0	3,942.00
613-00-34-00-2750	CART TRAIL FEE 18 HOLES	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2775	SENIOR LEAGUE CART	1,057.92	1,057.92	0.00	100.0	656.64
613-00-34-00-2800	MISCEL CART RENTAL	0.00	0.00	0.00	0.0	28.05
613-00-34-00-2900	PERSONAL CART RENTAL	300.00	2,100.00	3,000.00	70.0	1,420.00
613-00-34-00-3200	CART SEASON RENTAL 2 PEOPLE	2,840.00	13,070.00	27,505.00	47.5	9,724.25
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	1,350.00	9,871.05	0.00	100.0	10,350.00
613-00-34-00-3500	3.35% CREDIT CARD CHARGES	314.52	613.19	2,500.00	24.5	611.76

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ACCOUNT NUMBER	DESCRIPTION	MAY 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		78,640.51	224,252.12	574,505.00	39.0	227,673.50
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	46.78	93.56	500.00	18.7	140.34
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	4,000.00	18,000.00	22.2	4,000.00
613-00-37-00-3700	GC CLUBHOUSE FACILITY FEE	0.00	0.00	2,000.00	0.0	0.00
613-00-37-00-3800	CAM RENT	0.00	390.35	5,000.00	7.8	387.87
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	209.60	500.00	41.9	122.15
TOTAL		46.78	4,693.51	26,500.00	17.7	5,314.72
TOTAL REVENUES: MISCELLANEOUS REVENUE		46.78	4,693.51	26,500.00	17.7	5,314.72
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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FUND: POKEGAMA GOLF COURSE
 DEPT:

ACCOUNT NUMBER	DESCRIPTION	MAY 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	8,267.70	36,974.80	98,740.00	37.4	35,612.11
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	12,960.91	19,799.36	81,149.00	24.3	18,374.72
613-00-50-10-1040	SALARY-PARTTIME/OVERTIME	423.08	609.45	750.00	81.2	88.20
613-00-50-10-1050	CONTRACTED SERVICE	0.00	0.00	0.00	0.0	0.00
613-00-50-10-1210	PERA	1,165.32	3,567.91	7,480.00	47.6	3,142.21
613-00-50-10-1220	FICA	1,294.88	3,326.73	11,262.00	29.5	3,122.61
613-00-50-10-1250	MEDICARE	302.80	778.03	2,634.00	29.5	730.30
613-00-50-10-1310	HEALTH INSURANCE	6,142.52	14,434.51	24,441.00	59.0	11,294.88
613-00-50-10-1330	LIFE INSURANCE	4.10	14.35	43.00	33.3	20.50
613-00-50-10-1335	DENTAL INSURANCE	62.39	281.37	591.00	47.6	187.03
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	4,727.62	7,000.00	67.5	3,609.00
613-00-50-10-1510	WORKERS COMPENSATION	201.35	1,006.75	4,500.00	22.3	1,563.35
TOTAL PERSONNEL		30,825.05	85,520.88	241,340.00	35.4	77,744.91
SUPPLIES & MATERIALS						
613-00-50-20-2010	OFFICE SUPPLIES	95.03	292.83	1,000.00	29.2	519.84
613-00-50-20-2020	COPY SUPPLIES	0.00	0.00	0.00	0.0	0.00
613-00-50-20-2030	PRINTING & BINDING	69.63	526.52	1,000.00	52.6	1,520.49
613-00-50-20-2060	COMPUTER SUPPLIES	0.00	481.00	500.00	96.2	1,365.56
613-00-50-20-2075	ASSETS BETWEEN \$700-2,499	0.00	0.00	2,500.00	0.0	1,697.88
613-00-50-20-2090	INVENTORIAL SUPPLIES	404.31	1,404.16	5,000.00	28.0	8,569.29
613-00-50-20-2100	OPERATING SUPPLIES	594.05	1,113.88	9,000.00	12.3	3,993.15
613-00-50-20-2120	MOTOR FUELS	943.01	1,853.84	12,000.00	15.4	1,674.45
613-00-50-20-2130	LUBRICANTS	189.73	282.85	300.00	94.2	0.00
613-00-50-20-2150	MAINT/EQUIPMENT SUPPLIES	549.23	2,373.50	0.00	(100.0)	1,894.09
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	0.00
613-00-50-20-2210	EQUIPMENT PARTS	1,954.65	7,558.34	22,000.00	34.3	10,248.11
613-00-50-20-2285	TURF MAINTENANCE	0.00	1,912.38	5,000.00	38.2	666.90

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FUND: POKEGAMA GOLF COURSE
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ACCOUNT NUMBER	DESCRIPTION	MAY 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	0.00	2,000.00	0.0	0.00
613-00-50-20-2400	SMALL TOOLS	0.00	0.00	100.00	0.0	0.00
TOTAL SUPPLIES & MATERIALS		4,799.64	17,799.30	60,900.00	29.2	32,149.76

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	0.00	13,875.00	0.0	0.00
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	267.18	267.18	500.00	53.4	0.00
613-00-50-30-3070	LAUNDRY/SOIL MATS	64.82	129.64	500.00	25.9	193.32
613-00-50-30-3090	JANITORIAL SERVICE	0.00	1,311.14	2,000.00	65.5	1,226.81
613-00-50-30-3100	OTHER CONTRACTED SERVICE	4,566.67	21,233.35	50,000.00	42.4	9,101.00
613-00-50-30-3210	TELEPHONE	460.67	2,250.98	4,000.00	56.2	2,245.25
613-00-50-30-3220	POSTAGE	0.00	0.00	0.00	0.0	0.00
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	0.00	0.00	0.0	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	50.00	820.00	1,500.00	54.6	844.00
613-00-50-30-3610	GENERAL INSURANCE	733.40	3,667.00	7,200.00	50.9	2,980.45
613-00-50-30-3810	ELECTRICITY	2,187.82	6,881.15	19,000.00	36.2	7,084.52
613-00-50-30-3840	GARBAGE REMOVAL	399.09	825.04	2,000.00	41.2	809.33
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	0.00	2,000.00	0.0	330.00
613-00-50-30-3860	HEAT-NATURAL GAS	133.38	1,377.04	4,000.00	34.4	1,939.19
613-00-50-30-4000	MAINTENANCE CONTRACTS	2,971.15	6,421.15	6,500.00	98.7	5,628.44
613-00-50-30-4010	BUILDING MAINT/REPAIR	3,790.00	6,990.00	2,000.00	349.5	862.78
613-00-50-30-4020	COMPUTER MAINTENANCE	103.73	103.73	0.00	(100.0)	0.00
613-00-50-30-4050	IRRIGATION MAINT/REPAIRS	2,432.71	3,102.72	0.00	(100.0)	148.46
613-00-50-30-4070	GEN'L EQUIP MAINT/REPAIR	762.74	1,562.74	500.00	312.5	295.00
613-00-50-30-4075	FIXTURE/FURNITURE MAINT/REPAIR	0.00	339.09	3,000.00	11.3	318.00
613-00-50-30-4080	FERTILIZER/CHEMICALS	1,844.72	18,501.93	35,000.00	52.8	27,657.04
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	0.00	0.00	0.00	0.0	0.00

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FUND: POKEGAMA GOLF COURSE
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ACCOUNT NUMBER	DESCRIPTION	MAY 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	0.00
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	1,253.60	3,368.30	13,000.00	25.9	3,391.97
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	0.01	0.00	0.00	0.0	(14.42)
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	409.00	2,717.75	2,500.00	108.7	1,639.00
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	3,915.00	3,915.00	3,900.00	100.3	3,909.00
613-00-50-30-4350	4TH OF JULY EXPENSES	0.00	0.00	900.00	0.0	0.00
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	0.00	1,408.00	0.0	0.00
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	7,971.83	40,465.44	99,000.00	40.8	43,359.95
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	0.00

TOTAL OTHER SERVICES & CHARGES		34,317.52	130,537.39	298,737.00	43.6	116,812.28
TOTAL EXPENSES: GENERAL ADMINISTRATION		69,942.21	233,857.57	600,977.00	38.9	226,706.95
TOTAL EXPENSES:		69,942.21	233,857.57	600,977.00	38.9	226,706.95
TOTAL FUND REVENUES		78,687.29	228,945.63	601,005.00	38.0	236,319.23
TOTAL FUND EXPENSES		69,942.21	233,857.57	600,977.00	38.9	226,706.95
FUND SURPLUS (DEFICIT)		8,745.08	(4,911.94)	28.00	(7542.6)	9,612.28

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CITY OF GRAND RAPIDS
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FUND: POKEGAMA GOLF COURSE
 FOR 5 PERIODS ENDING MAY 31, 2016

ACCOUNT #	DESCRIPTION	BALANCE 01/01/16	NET DEBITS	NET CREDITS	BALANCE 05/31/16
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	67,537.35	67,537.35	0.00
613-00-00-00-1010	CASH	234,026.33	222,880.84	313,474.92	143,432.25
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	39,908.86	18,975.94	25,408.61
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	0.00	0.00	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	0.00	1,800.20	0.00
613-00-00-00-1551	PREPAID INSURANCE	0.00	11,217.00	4,673.75	6,543.25
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	40,465.44	(1,286,564.83)
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	52,440.79	21,497.22	30,943.57
TOTAL		2,863,463.61	515,484.93	490,924.82	2,888,023.72
TOTAL ASSETS		2,863,463.61	515,484.93	490,924.82	2,888,023.72

LIABILITIES AND FUND EQUITY
LIABILITIES

613-00-00-00-2020	ACCOUNTS PAYABLE	4,389.29	304,365.93	309,859.97	9,883.33
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	0.00	0.00	140,759.97
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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 DETAILED BALANCE SHEET

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FUND: POKEGAMA GOLF COURSE
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ACCOUNT #	DESCRIPTION	BALANCE 01/01/16	NET DEBITS	NET CREDITS	BALANCE 05/31/16
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	6,853.31	7,041.12	187.81
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	9,959.07	15,404.66	5,445.59
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	333,777.27	332,305.75	168,393.70
TOTAL LIABILITIES		169,865.22	333,777.27	332,305.75	168,393.70
FUND EQUITY					
613-00-00-00-2950	RESERVE FOR ENCUMBRANCES	0.00	21,497.22	52,440.79	30,943.57
613-00-00-00-3010	NET ASSETS	2,693,598.39	0.00	0.00	2,693,598.39
TOTAL		2,693,598.39	21,497.22	52,440.79	2,724,541.96
FUND SURPLUS (DEFICIT)		0.00	4,911.94	0.00	(4,911.94)
TOTAL FUND EQUITY		2,693,598.39	26,409.16	52,440.79	2,719,630.02
TOTAL LIABILITIES AND FUND EQUITY		2,863,463.61	360,186.43	384,746.54	2,888,023.72