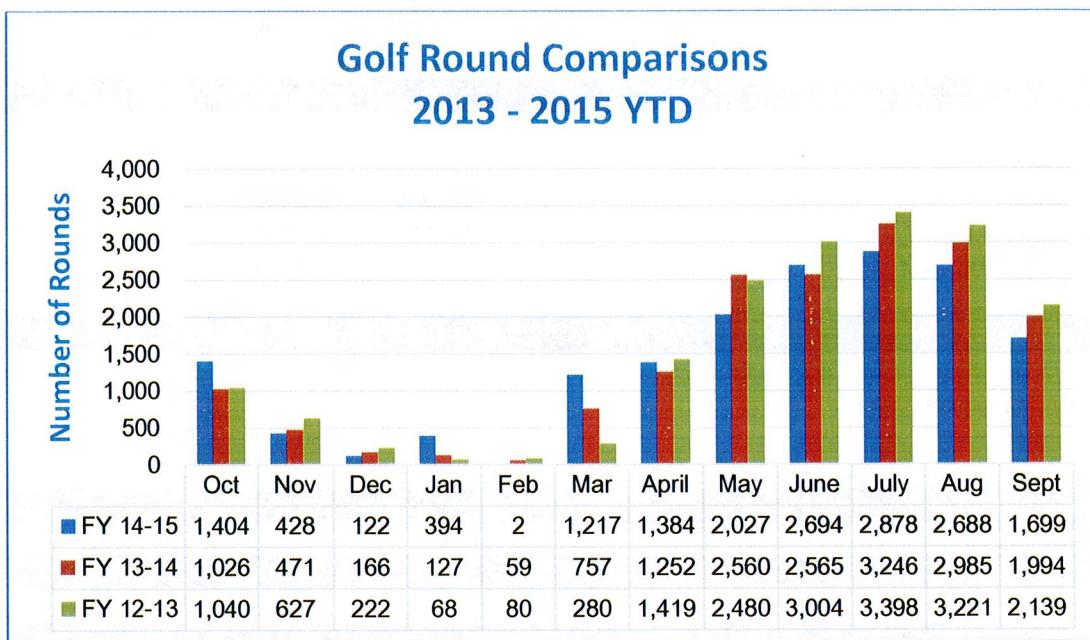


## Golf Fund

Golf proceeds for FY16 are estimated to be \$221,500, which is a slight increase from the FY15 budget. Personnel expenses are recommended in FY16 to remain consistent with FY15, and the Assistant to the City Administrator continuing to oversee golf maintenance operations.

There is one capital item approved; \$22,000 for a used Triplex Reel Type Mower.

Golf rounds in FY15 are down slightly from prior years and can be attributed to the significant number of rain events, especially during weekend play over the course of this season.



# Golf Fund

## Golf Fund Summary

	FY13 Actual	FY14 Actual	FY15 Budget	FY16 Approved
<b>REVENUES</b>				
Green Fees	140,559	132,455	138,000	138,000
Cart Fees	54,408	53,813	50,000	50,000
Concession Sales	35,202	35,488	30,000	33,500
Sales Tax Collection Fee	297	301	200	200
Pro-Shop Merchandise	4,780	6,210	4,500	4,750
Miscellaneous	26	1,349	100	100
Interest Income	99	95	450	503
<b>Total Revenue</b>	<b>235,372</b>	<b>229,711</b>	<b>223,250</b>	<b>227,053</b>
<b>EXPENDITURES</b>				
Salary & Benefits	196,240	193,606	218,431	224,596
Operating Expenditures	123,802	127,138	115,697	105,647
Bond Principal and Interest	134,284	133,773	0	5,300
<b>Total Expenditures</b>	<b>454,326</b>	<b>454,517</b>	<b>334,128</b>	<b>335,543</b>
<b>Other Financing Sources (Uses)</b>				
Lottery Transfer	250,000	250,000	125,000	125,000
<b>Total Other Uses of Funds</b>	<b>250,000</b>	<b>250,000</b>	<b>125,000</b>	<b>125,000</b>
<b>Operating Cash Annual Inc/(Dec)</b>	<b>31,046</b>	<b>25,194</b>	<b>14,122</b>	<b>16,510</b>
<b>Total Capital</b>	<b>4,561</b>	<b>0</b>	<b>0</b>	<b>22,000</b>
<b>Total Expenditures &amp; Capital</b>	<b>458,887</b>	<b>454,517</b>	<b>334,128</b>	<b>357,543</b>
<b>End of Year Cash Total</b>	<b>68,988</b>	<b>226,512</b>	<b>240,635</b>	<b>237,388</b>
<b>Target Reserve (25% Oper Exp)</b>	<b>64,008</b>	<b>80,186</b>	<b>83,532</b>	<b>82,561</b>
<b>Excess Cash Over Reserves</b>	<b>4,980</b>	<b>146,326</b>	<b>157,103</b>	<b>154,827</b>

# Golf Fund

## Golf Club House

		FY13	FY14	FY15	FY16
		Actual	Actual	Budget	Approved
<b>PERSONNEL SERVICES</b>					
101	Salaries - Full-Time	46,657	48,114	50,187	52,213
102	Salaries - Part-Time	34,736	35,781	45,310	46,813
103	Overtime Salaries	136	0	0	0
104	FICA	6,024	6,193	7,306	7,576
105	Insurance Charges	10,369	8,496	9,575	10,652
107	Pension	2,799	2,887	3,011	3,133
109	Self Insurance Expense	0	0	0	0
<b>Total Personnel Services</b>		<b>100,721</b>	<b>101,471</b>	<b>115,389</b>	<b>120,387</b>
<b>COMMODITIES</b>					
200	Inter-Fund Transfers				
201	Office Supplies	540	611	580	580
204	Wearing Apparel	84	387	400	400
207	Janitorial Supply	785	621	792	792
211	Other Commodities		365		
<b>Total Commodities</b>		<b>1,409</b>	<b>1,984</b>	<b>1,772</b>	<b>1,772</b>
<b>CONTRACTUAL SERVICES</b>					
301	Postage	188	113	614	614
302	Telephone	2,118	1,629	2,700	2,500
303	Prof Services-Other	140	125	200	200
304	Utilities	10,821	10,987	10,274	11,151
305	Insurance and Bonds	4,846	5,423	5,000	4,278
306	Rentals	717	620	750	750
308	Advertising - Promo	976	1,144	1,800	1,800
309	Printing	1,452	2,043	2,154	2,154
310	Dues & Subscriptions	47	157	110	310
311	Travel Expense	0	609	0	0
312	Towel/Uniform Cleaning	0	0	0	0
313	Training	0	3,500	0	0
314	Other Contract Services	1,054	1,497	900	900
320	Prof Services-Audit	446	369	500	800
321	Prof Services-Legal	17	0	0	0
8100	Cart Lease-Misc	13,543	15,898	8,544	4,164
8300	Pro Shop Misc	3,853	4,296	4,500	4,500
8400	Concession Food - Other	16,992	17,187	10,000	10,000
<b>Total Contractual</b>		<b>57,209</b>	<b>65,596</b>	<b>48,046</b>	<b>44,121</b>

# Golf Fund

		Golf Club House			
		FY13 Actual	FY14 Actual	FY15 Budget	FY16 Approved
<b>MAINTENANCE</b>					
401	Buildings and Grounds	7,689	4,461	3,775	3,775
409	Repair & Maintenance	0	0	0	0
410	Vehicle Maintenance	0	0	0	0
411	Radio	0	0	0	0
412	Other	0	0	0	0
Total Maintenance		7,689	4,461	3,775	3,775
<b>OTHER CHARGES</b>					
501	Bond/Principal Expense	120,000	125,000	0	0
502	Bond/Interest Expense	10,083	3,406	0	0
505	Other Charges	4,201	4,644	5,200	5,200
514	Financial/Lend/Bond Fees	0	624	0	0
Total Other Charges		134,284	133,675	5,200	5,200
<b>CAPITAL OUTLAY</b>					
618	Other Capital Outlay	0	0	0	0
Total Capital Outlay		0	0	0	0
Total Golf Club House		301,311	307,186	174,182	175,255

**09-91      Golf Clubhouse****Budget  
Line Item****101      Full-Time Salaries**

Salaries for full time Golf Clubhouse staff are included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

**102      Part-Time Salaries**

Salaries for part time Golf Clubhouse staff are included in this line item. Funding requested at same level as last year.

**104      FICA**

This is a mandatory withholding match that is a fixed percentage of salaries

**105      Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, the City took on a portion of the liability for this benefit in January of 2014, resulting in premium savings. Additional savings, if any, will depend on plan usage during a given year. The budget does include a potential 6% increase in insurance premiums, based on the current market and input from our broker. Every effort will be made to stay under that amount.

**107      Civilian Pension**

This line item funds the City's portion of employee pension contributions.

**201      Office Supplies**

This line item funds Golf Clubhouse office supplies. Funding requested at same level as last year.

**204      Wearing Apparel**

This line item includes funding for staff shirts. Funding requested at same level as last year.

**207      Janitorial Supplies**

This line item funds cleaning supplies for the Golf Clubhouse. Funding requested at same level as last year.

**301      Postage**

This line item includes postage for Golf Clubhouse and City Wise newsletter. Funding requested at same level as last year.

**302      Telephone**

This line item funds telephone, internet and on-line cash register/credit card reader. A slight decrease is shown based on actual expenses.

# Golf Fund

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**303 Professional Services - Other**  
This line item funds new employee physicals. Funding requested at same level as last year.

**304 Utilities**  
This line item funds gas, water and electric service for the golf course clubhouse. An increase of \$877 is requested due to anticipated utility rate increases.

**306 Rentals**  
This line item funds the rental of portable toilets at the golf course. Funding requested at same level as last year.

**308 Legal Ads**  
This line item includes promotional and employment advertising. Funding requested at same level as last year.

**309 Printing**  
This line item funds the printing of City Wise newsletter, scorecards and receipt books. Funding requested at same level as last year.

**310 Dues/Subscriptions**  
This line item includes funds for yearly membership to the United States Golf Association as well as the American FootGolf League. A slight increase is requested.

**314 Other Contractual**  
This line item funds security updates and yearly contracts. Funding requested at same level as last year.

**320 Professional Services - Audit**  
Funding for the City's annual financial audit is included in this line item.

**401 Building & Grounds**  
This line item funds repairs and maintenance of the Golf Clubhouse. Funding requested at same level as last year.

**505 Other Charges**  
This line item funds miscellaneous purchases for the Golf Clubhouse. Funding requested at same level as last year.

**8100 Cart Lease-Misc**  
This line item decreased by \$4,380 due to the final payment being made on five cart lease/purchase agreements.

## Golf Fund

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8300

### Pro Shop – Misc

This line item funds Golf clubhouse merchandise (golf balls, gloves, etc.). Funding requested at same level as last year.

8400

### Concession-Other

This line item funds the purchase of concession products (beer, pop, food). Funding requested at same level as last year.

# Golf Fund

Golf Maintenance					
		FY12-13	FY13-14	FY14-15	FY15-16
		Actual	Actual	Budget	Approved
<b>PERSONNEL SERVICES</b>					
101	Salaries - Full-Time	47,792	45,628	46,922	48,554
102	Salaries - Part-Time	33,892	27,316	39,000	39,000
103	Overtime Salaries	355	590	400	400
104	FICA	6,163	5,554	6,604	6,728
105	Insurance Charges	4,458	10,315	7,301	6,614
107	Pension	2,860	2,732	2,815	2,913
109	Self Insurance Expense	0	0	0	0
<b>Total Personnel Services</b>		<b>95,520</b>	<b>92,135</b>	<b>103,042</b>	<b>104,209</b>
<b>COMMODITIES</b>					
200	Inter-Fund Transfers				
201	Office Supplies	37	41	26	26
203	Food Supplies	13	12	60	60
205	Motor Veh Supplies-Fuel	6,430	5,447	7,000	7,000
207	Janitorial Supply	25	48	100	100
208	Chemical Supply	2,326	4,235	3,500	3,500
210	Botanical Supply	4,733	6,276	6,500	6,500
211	Other Commodities	0	0	0	0
<b>Total Commodities</b>		<b>13,562</b>	<b>16,058</b>	<b>17,186</b>	<b>17,186</b>
<b>CONTRACTUAL SERVICES</b>					
301	Postage	191	52	204	291
302	Telephone	348	534	1,000	1,000
303	Prof Services-Other	70	125	80	80
304	Utilities	4,855	4,761	5,159	5,235
305	Insurance and Bonds	4,846	4,584	5,000	4,278
308	Advertising				
309	Printing	1,202	1,392	1,064	1,190
310	Dues and Subscriptions	518	542	540	540
311	Travel	10	11	30	30
313	Training	330	295	440	440
314	Other Contract Services	7,287	4,925	1,214	522
320	Prof Services-Audit	446	369	500	800
321	Prof Services-Legal	0	0	0	0
<b>Total Contractual</b>		<b>20,103</b>	<b>17,589</b>	<b>15,231</b>	<b>14,406</b>

# Golf Fund

Golf Maintenance					
		FY12-13	FY13-14	FY14-15	FY15-16
		Actual	Actual	Budget	Approved
<b>MAINTENANCE</b>					
401	Buildings and Grounds	8,722	10,611	11,887	11,887
409	Repair & Maintenance	3,475	1,672	3,000	3,000
410	Vehicle Maintenance	6,586	4,489	5,500	5,500
411	Radio	0	0	0	0
412	Other	823	4,679	4,000	4,000
<b>Total Maintenance</b>		<b>19,605</b>	<b>21,450</b>	<b>24,387</b>	<b>24,387</b>
<b>OTHER CHARGES</b>					
505	Other Charges	25	98	100	100
<b>Total Other Charges</b>		<b>25</b>	<b>98</b>	<b>100</b>	<b>100</b>
<b>CAPITAL OUTLAY</b>					
618	Other Capital Outlay	13,716	0	0	22,000
<b>Total Capital Outlay</b>		<b>13,716</b>	<b>0</b>	<b>0</b>	<b>22,000</b>
<b>Total Golf Maintenance</b>		<b>162,530</b>	<b>147,330</b>	<b>159,946</b>	<b>182,288</b>

# Golf Fund

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## 9-92      **Golf Maintenance**

### **Budget Line Item**

**101      Full Time Salaries**  
This line item funds full time salaries for two positions. A 2.5% base factor is included for potential salary increases for the two current full time positions.

Similar to last year funding is allocated for the Golf Course Superintendent to spend 12.5% of his time doing administrative work for the golf course and the remaining 87.5% of his time doing research and project work at City Hall.

**102      Part Time Salaries**  
Funding request is the same as last year. This line item provides salary funding for 1.88 FTE seasonal positions.

**103      Overtime**  
Funding request is the same as last year. This line item provides overtime funding for one full time position and two seasonal positions.

**104      FICA**  
This is a mandatory withholding match that is a fixed percentage of salaries.

**105      Insurance Charges**  
This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, the City took on a portion of the liability for this benefit in January of 2014, resulting in premium savings. Additional savings, if any, will depend on plan usage during a given year. The budget does include a potential 6% increase in insurance premiums, based on the current market and input from our broker. Every effort will be made to stay under that amount.

**107      Civilian Pension**  
This line item funds the City's portion of employee pension contributions.

**201      Office Supplies**  
Funding request is the same as last year. This line item funds office supplies used at the Golf Course Maintenance Shop.

**203      Food Supplies**  
Funding request is the same as last year. This line item funds two breakfast meetings with supervisory staff and the City Engineer.

# Golf Fund

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**205 Motor Vehicle Supplies**  
Funding request is the same as last year. This line item provides for the purchase of fuel, oil, anti-freeze and tires for one vehicle and thirty one pieces of equipment.

**207 Janitorial Supplies**  
Funding request is the same as last year. This line item provides for paper products and cleaning supplies for the maintenance building. Janitorial services are handled by staff.

**208 Chemical Supplies**  
Funding request is the same as last year. This line provides for chemical purchases used in turf and tree care on the course.

**210 Botanical Supplies**  
Funding request is the same as last year. This line item funds the purchase of fertilizer and seed for the course.

**301 Postage**  
Funding request is a slight increase from last year to reflect an increase in postage costs. A major portion of this line item is the proportionate share of mailing the City Newsletter.

**302 Telephone**  
Funding request is the same as last year. This line item funds the phone service for the maintenance shop and the cell phone reimbursement for the Superintendent.

**303 Professional Services - Other**  
This line item funds employee physicals and drug tests. The funding request is the same as last year.

**304 Utilities**  
A slight increase in funding is requested in this line item due to a projected 3% increase in utility costs. This line item provides for gas, electricity and water for the maintenance shop.

**309 Printing**  
Funding request is a slight increase from last year. This line item provides for the printing of numerous items, including the quarterly city newsletter, envelopes, letterhead and business cards.

**310 Dues and Subscriptions**  
Funding request is the same as last year. This line item funds professional memberships and certifications for the Superintendent and Assistant Superintendent. Examples include the Golf Superintendents Association of America, Nebraska Golf Course Superintendents Association and Nebraska Pesticide Applicators License.

# Golf Fund

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**311      Travel Expenses**  
Funding request is the same as last year. This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funding is included for the Nebraska Turf Conference, and NGCSA Seminars.

**313      Training**  
Funding request is the same as last year. This line item includes all training courses and seminar costs associated with registration. Funding is included for the Nebraska Turf Conference, NGCSA Seminars, Pesticide Applicator Training and Professional Development Courses.

**314      Other Contractual Services**  
Funding request is a decrease of \$692 due to the discontinuance of a service that was no longer needed. This line item is for contracts with Payroll Maxx and EAP.

**401      Buildings and Grounds**  
Funding request is the same as last year. This line item is for the repair and maintenance of the shop and course.

**409      Machine – Equipment and Tool Maintenance**  
Funding request is the same as last year. This line item is for the repair, maintenance and replacement of maintenance tools and equipment such as chain saws, weed eaters, push mowers and mechanic tools.

**410      Motor Vehicle Maintenance**  
Funding request is the same as last year. This line item funds the repair and maintenance of one vehicle and thirty one pieces of equipment.

**412      Other Maintenance**  
Funding request is the same as last year. This line provides funding for the repair and maintenance of the course including pins, cups, sand and other supplies required to maintain the course and irrigation system.

**505      Other Charges**  
Funding request is the same as last year. This line item funds the purchase of supplies that do not logically fall into any one of the scheduled accounts. This line item also covers expenses for employees to attend the annual employee recognition dinner.

# Capital Outlay

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## 9-92 Golf Maintenance

### **Triplex Reel Type Mower - \$22,000**

The triplex mower is used in mowing applications of greens, tee's, collars, and approaches. It will replace the 1998 Toro Greensmaster Triplex unit #7739. This unit can also be used in sports complex maintenance operations.

## Travel & Training

Department	Number Approved	Name of Conference	Location	Travel Approved	Training Approved
Golf Maintenance	1	NGCSA Seminars (Various)	Nebraska	-	140
	2	Nebraska Green Industry Conference	La Vista, NE	30	300
<b>Total Golf Fund</b>				<b>\$ 30</b>	<b>\$ 440</b>