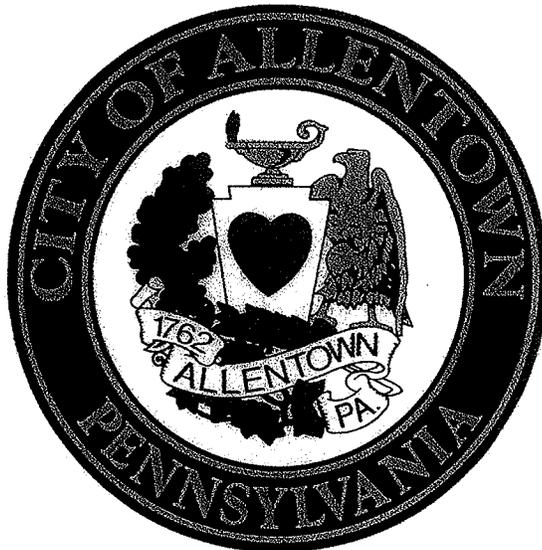


# GOLF COURSE FUND



**The GOLF COURSE FUND accounts for the operation and maintenance of the 18-hole Allentown Municipal Golf Course. The golf course is a self-supporting operation financed by greens fee and golf cart rentals. The course is open to the general public and season passes are available.**



# Golf Course Fund

## **Mission**

To provide an economically self-sustaining recreational activity for the local citizenry to enjoy.

CITY OF ALLENTOWN

FUND SUMMARY - GOLF COURSE FUND (091)

	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Final Budget	2009 Actual & Estimated	2010 Final Budget
Opening Balance - Cash Basis 12/31/08	-----					404,718	152,305
<b>Revenues:</b>							
3182 Cart Rentals	252,223	255,199	289,184	285,121	290,000	285,000	290,000
3183 Greens Fees	653,144	667,863	716,209	745,664	725,000	720,000	700,000
3184 Driving Range	24,000	77,633	91,844	102,829	150,000	120,000	160,000
3185 Interest Income	2,500	8,865	12,077	7,752	8,000	6,600	7,000
3186 Miscellaneous (Pro Shop)	16,219	43,460	109,057	116,758	180,000	165,000	185,000
3187 GC Bar & Restaurant	21,260	23,342	27,341	28,350	30,000	35,000	35,000
3189 State Aid for Pension	-	1,292	-	3,566	1,000	-	2,347
<b>Total Revenue</b>	<b>969,346</b>	<b>1,077,654</b>	<b>1,245,711</b>	<b>1,290,040</b>	<b>1,384,000</b>	<b>1,331,600</b>	<b>1,379,347</b>
<b>Total Funds Available</b>	-----					<b>1,736,318</b>	<b>1,531,652</b>
<b>Expenditures:</b>							
02 Permanent Wages	156,696	159,166	226,053	243,166	250,065	227,466	235,121
04 Temporary Wages	28,614	49,076	148,664	209,608	234,395	234,000	227,400
06 Premium Pay	11,933	11,543	18,248	17,444	27,500	17,500	20,000
11 Shift Differential	122	63	125	53	-	-	-
12 FICA	15,094	16,817	29,922	35,775	39,165	36,641	36,913
14 Pension	1,844	2,296	8,466	11,951	12,323	13,079	8,611
16 Insurance - Employee Group	36,152	53,628	72,336	66,176	70,813	57,938	59,850
<b>Total Personnel</b>	<b>250,455</b>	<b>292,589</b>	<b>503,813</b>	<b>584,173</b>	<b>634,260</b>	<b>586,623</b>	<b>587,895</b>
20 Electric Power	13,503	12,110	16,233	13,787	15,000	15,000	16,200
22 Telephone	2,111	2,427	3,120	3,866	5,000	5,000	3,500
26 Printing	1,365	1,033	1,019	940	2,000	1,400	1,500
30 Rentals	473	508	875	-	5,000	1,300	2,700
32 Publications & Memberships	300	375	335	630	1,250	1,250	1,250
34 Training & Professional Development	135	-	-	2,667	4,500	-	500
42 Repairs & Maintenance	1,460	1,689	1,688	-	2,000	2,000	2,000
44 Professional Service Fees	1,000	288	-	-	1,500	60	1,500
46 Other Contract Services	167,015	171,667	132,388	76,682	107,500	85,600	70,500
50 Other Services & Charges	-	-	9,351	16,370	17,400	11,500	15,000
<b>Total Services &amp; Charges</b>	<b>187,362</b>	<b>190,097</b>	<b>165,009</b>	<b>114,942</b>	<b>161,150</b>	<b>123,110</b>	<b>114,650</b>
54 Repair & Maintenance Supplies	10,929	29,387	61,115	15,545	31,500	18,500	16,500
56 Uniforms	1,207	208	2,975	1,310	2,000	2,000	2,450
58 Office Supplies	460	500	931	2,284	1,500	1,475	1,500
62 Fuels, Oils & Lubricants	6,326	6,886	12,884	16,605	18,000	18,000	22,000
64 Pipe & Fittings	452	2,207	2,598	67	3,500	3,500	1,500
66 Chemicals	42,028	-	18,845	344	55,000	55,000	53,500
68 Operating Materials & Supplies	7,159	33,718	78,989	145,178	152,000	99,500	163,000
<b>Total Materials &amp; Supplies</b>	<b>68,561</b>	<b>72,906</b>	<b>178,336</b>	<b>181,333</b>	<b>263,500</b>	<b>197,975</b>	<b>260,450</b>

CITY OF ALLENTOWN

FUND SUMMARY - GOLF COURSE FUND (091)

	<u>2005 Actual</u>	<u>2006 Actual</u>	<u>2007 Actual</u>	<u>2008 Actual</u>	<u>2009 Final Budget</u>	<u>2009 Actual &amp; Estimated</u>	<u>2010 Final Budget</u>
<i>Expenditures (continued):</i>							
72 Equipment	39,204	56,263	67,357	91,309	148,000	107,500	57,000
76 Construction Contracts	-	300	-	16,227	170,000	150,000	50,000
<b>Total Capital Outlays</b>	<b>39,204</b>	<b>56,563</b>	<b>67,357</b>	<b>107,536</b>	<b>318,000</b>	<b>257,500</b>	<b>107,000</b>
86 General City Charges	46,464	48,006	116,500	122,325	122,325	312,325	278,441
88 Interfund Transfers	348,807	178,299	110,000	106,480	106,480	106,480	106,480
99 Reserve for Encumbrances	2,113	5,750	15,538	-	-	-	-
<b>Total Sundry</b>	<b>397,384</b>	<b>232,055</b>	<b>242,038</b>	<b>228,805</b>	<b>228,805</b>	<b>418,805</b>	<b>384,921</b>
<b>Total Expenditures</b>	<b>942,966</b>	<b>844,210</b>	<b>1,156,553</b>	<b>1,216,789</b>	<b>1,605,715</b>	<b>1,584,013</b>	<b>1,454,916</b>
<b>Closing Balance</b>	-----					<b>152,305</b>	<b>76,736</b>

**PROGRAM DETAIL**

<b>Bureau:</b> Municipal Golf Course	<b>No:</b> 08-9001	<b>Department:</b> Parks and Recreation	<b>Program:</b> Grounds Maintenance	<b>No:</b> 0001
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**Program Description:**

This program provides for all grounds maintenance including mowing, spraying, aerifying, seeding, sodding and fertilizing grass, care of trees and shrubbery; maintenance of roughs and traps; and maintenance of golf course roadways and cart paths. It provides for the maintenance of equipment used to accomplish the above tasks, including snow removal and pavement treatment to maintain safe walking and driving areas.

**Goal(s):**

To promote patronage of the municipal golf course by maintaining it in peak condition and producing revenues that exceed expenses. To provide quality recreation efficiently and in a cost-effective manner

**Measurable Budget Year Objectives and Long Range Targets:**

- Mow greens six to seven days a week, fairways and roughs three days a week, from April to November of each year.
- Continue required maintenance operations weekdays, weekends and holidays throughout the season.
- Use cultural and chemical procedures to control insects, weeds and diseases.
- Improve the character of the course by planting additional trees.
- Professional aerification of greens on a bi-annual basis.
- Retain buildings in a sanitary, safe and useable condition, for use by patrons and employees, through attention to preventative maintenance and good housekeeping.
- Insure clean-up and minor repairs as needed to continue proper operations of the Pro-Shop Bar/Restaurant and Clubhouse. Properly clean all buildings and facilities.
- Control of snow along golf course roadways; shoveled, salted, plowed and/or sanded.
- Adequately meet the public's expectations for a well-maintained golf course, for enjoyment in the sport of golf.
- Repair bridges as needed.
- Continue equipment upgrades to assure uninterrupted play and produce professional playing surfaces.
- Upgrade size of tee areas to accommodate amount of play.

<b>Impact/Output Measures</b>	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Estimated</b>	<b>2010 Budgeted</b>
Acres of turf mowed	150	150	100	100	125
Acres of turf sprayed	80	80	50	100	100
# of trees/shrubs planted	30	30	4	25	10
# of bridges maintained	8	8	10	10	9

**CITY OF ALLENTOWN  
PROGRAM BUDGET  
RESOURCE REQUIREMENTS**

**FUND 091 GOLF COURSE  
DEPT 08 PARKS AND RECREATION  
BUREAU 9001 MUNICIPAL GOLF COURSE  
PROGRAM 0001 GROUNDS MAINTENANCE**

Personnel Detail		2005	2006	2007	2008	2009		2009		2010	
		Actual	Actual	Actual	Actual	Final Budget	Salaries	Actual & Estimated	Salaries	Final Budget	Salaries
		Number of Permanent Positions				#	Salaries	#	Salaries	#	Salaries
12N	Golf Course Superintendent	1.0	1.0	1.0	1.0	1.0	60,367	1.0	59,474	1.0	61,340
16M	Greenskeeper	1.0	1.0	1.0	1.0	1.0	37,341	1.0	27,177	1.0	47,291
09M	Maint Mechanic 2	1.0	1.0	1.0	1.0	1.0	40,753	1.0	40,434	1.0	43,058
08M	Maintenance Worker II	1.0	1.0	1.0	1.0	1.0	29,334	1.0	20,077	-	-
<b>Total Positions</b>		<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>		<b>4.0</b>		<b>3.0</b>	
<b>Account Detail</b>											
0001-02	PERMANENT WAGES	156,696	125,089	147,204	161,722		167,795		147,162		151,689
0001-04	TEMPORARY WAGES	28,614	49,076	59,582	55,671		89,395		89,000		82,800
0001-06	PREMIUM PAY	11,933	11,417	11,573	12,021		20,000		12,500		15,000
0001-11	SHIFT DIFFERENTIAL	122	63	125	53		-		-		-
0001-12	FICA	15,094	14,201	16,638	17,466		21,205		19,023		19,086
0001-14	PENSION	1,844	1,785	6,580	8,692		8,962		11,626		5,741
0001-16	INSURANCE - EMPLOYEE GRP	36,152	41,572	48,224	48,128		51,500		51,500		39,900
<b>Personnel</b>		<b>250,455</b>	<b>243,203</b>	<b>289,926</b>	<b>303,753</b>		<b>358,857</b>		<b>330,810</b>		<b>314,216</b>
0001-20	ELECTRIC POWER	13,503	12,110	16,233	13,787		15,000		15,000		16,200
0001-22	TELEPHONE	2,111	2,427	3,120	3,866		5,000		5,000		3,500
0001-30	RENTALS	473	508	875	-		5,000		1,300		2,700
0001-32	PUBLICATIONS & MEMBERSHIP	300	375	335	630		1,250		1,250		1,250
0001-34	TRAINING & PROF. DEVELOP	135	-	-	-		1,500		-		500
0001-42	REPAIRS & MAINTENANCE	1,460	1,689	1,688	-		2,000		2,000		2,000
0001-44	PROF SERVICES FEES	1,000	288	-	-		1,500		60		1,500
0001-46	OTHER CONTRACT SERVICES	16,433	12,746	19,987	17,119		22,500		13,600		13,000
<b>Services &amp; Charges</b>		<b>35,415</b>	<b>30,143</b>	<b>42,238</b>	<b>35,402</b>		<b>53,750</b>		<b>38,210</b>		<b>40,650</b>
0001-54	REPAIR & MAINT SUPPLIES	8,735	9,519	14,525	13,024		16,500		16,500		16,500
0001-56	UNIFORMS	1,207	208	2,975	1,310		2,000		2,000		2,450
0001-58	OFFICE SUPPLIES	84	-	100	286		500		500		500
0001-62	FUELS, OILS & LUBRICANTS	6,326	6,886	12,884	16,605		18,000		18,000		22,000
0001-64	PIPE & FITTINGS	452	372	688	67		1,500		1,500		1,500
0001-66	CHEMICALS	42,028	-	18,845	344		55,000		55,000		53,500
0001-68	OPERATING MATERIALS & SUPP	7,159	8,582	21,109	18,300		25,000		25,000		23,000
<b>Materials &amp; Supplies</b>		<b>65,991</b>	<b>25,567</b>	<b>71,126</b>	<b>49,936</b>		<b>118,500</b>		<b>118,500</b>		<b>119,450</b>
0001-72	EQUIPMENT	39,204	40,000	33,977	49,994		90,000		54,000		41,000
<b>Capital Outlays</b>		<b>39,204</b>	<b>40,000</b>	<b>33,977</b>	<b>49,994</b>		<b>90,000</b>		<b>54,000</b>		<b>41,000</b>
0001-86	GENERAL CITY CHARGES	46,464	48,006	116,500	122,325		122,325		312,325		278,441
0001-88	INTERFUND TRANSFERS	235,809	178,299	110,000	106,480		106,480		106,480		106,480
0001-99	RESERVE FOR ENCUMBRANCES	976	5,629	-	-		-		-		-
<b>Sundry</b>		<b>283,249</b>	<b>231,934</b>	<b>226,500</b>	<b>228,805</b>		<b>228,805</b>		<b>418,805</b>		<b>384,921</b>
<b>Total</b>	<b>GROUNDS MAINTENANCE</b>	<b>674,314</b>	<b>570,847</b>	<b>663,767</b>	<b>667,890</b>		<b>849,912</b>		<b>960,325</b>		<b>900,237</b>

**PROGRAM DETAIL**

<b>Bureau:</b> Municipal Golf Course	<b>No:</b> 08-9001	<b>Department:</b> Parks and Recreation	<b>Program:</b> Administration	<b>No:</b> 0004
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**Program Description:**

Under the direction of the Parks and Recreation Director, this program monitors the payment and receipt of funds at the Municipal Golf Course from the Bar/Restaurant in accordance with the City contract. It also provides for the proper operation of the Pro Shop and golf course to ensure customer satisfaction.

**Goal(s):**

To provide year-round recreational activities/programs in an efficient and cost effective manner.

**Measurable Budget Year Objectives and Long Range Targets:**

- To provide food and beverage service to all patrons using the bar/restaurant, pavilion and lower level meeting room, and complete all clean-up and debris removal necessary for the concessions' safe and healthful operations.
- Continue to increase data base of customers and improve our web site.
- To increase retail sales in the pro shop.
- To increase awareness of the Golf Course through a targeted advertising and marketing program.
- Continue to train staff to achieve excellent customer service.

<b>Impact/Output Measures</b>	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Estimated</b>	<b>2010 Budgeted</b>
Number of patrons (golfers & non-golfers)	39,900	36,900	42,000	47,000	47,000
Number of days of service	320	290	330	290	280

**CITY OF ALLENTOWN  
PROGRAM BUDGET  
RESOURCE REQUIREMENTS**

**FUND 091 GOLF COURSE  
DEPT 08 PARKS AND RECREATION  
BUREAU 9001 MUNICIPAL GOLF COURSE  
PROGRAM 0004 ADMINISTRATION**

		2005	2006	2007	2008	2009	2009	2010			
		Actual	Actual	Actual	Actual	Final Budget	Actual & Estimated	Final Budget			
		Number of Permanent Positions				#	Salaries	#	Salaries		
						#	Salaries	#	Salaries		
<b>Personnel Detail</b>											
13N	Golf Course Manager	-	1.0	1.0	1.0	1.0	59,225	1.0	58,348	1.0	60,240
10N	Seasonal Assistant Manager	-	1.0	-	-	-	-	-	-	-	-
09N	Administrative Super.	-	-	0.5	0.5	-	-	-	-	0.5	23,192
05N	Clerk III Confidential	-	-	-	-	0.5	23,045	0.5	21,956	-	-
<b>Total Positions</b>		-	1.0	1.5	1.5	1.5		1.5		1.5	
<b>Account Detail</b>											
0004-02	Permanent Wages	-	34,077	78,849	81,444	82,270		80,304		83,432	
0004-04	Temporary Wages	-	-	89,082	153,937	145,000		145,000		144,600	
0004-06	Premium Pay	-	126	6,675	5,423	7,500		5,000		5,000	
0004-12	FICA	-	2,616	13,284	18,309	17,960		17,618		17,827	
0004-14	Pension	-	511	1,886	3,259	3,361		1,453		2,870	
0004-16	Insurance - Employee Group	-	12,056	24,112	18,048	19,313		6,438		19,950	
<b>Personnel</b>		-	49,386	213,887	280,420	275,403		255,813		273,679	
0004-26	PRINTING	1,365	1,033	1,019	940	2,000		1,400		1,500	
0004-34	TRAINING & PROFESSIONAL DEVELOP	-	-	-	2,667	3,000		-		-	
0004-46	OTHER CONTRACT SERVICES	149,082	157,679	111,176	59,563	85,000		72,000		57,500	
0004-50	OTHER SERVICES CHARGES	-	-	9,351	16,370	17,400		11,500		15,000	
<b>Services &amp; Charges</b>		150,447	158,712	121,545	79,540	107,400		84,900		74,000	
0004-54	REPAIR & MAIN SUPPLIES	948	-	-	-	-		-		-	
0004-58	OFFICE SUPPLIES	376	500	831	1,998	1,000		975		1,000	
0004-68	OPERATING MATERIALS & SUPPLIES	-	25,136	57,880	126,748	125,000		72,500		120,000	
<b>Materials &amp; Supplies</b>		1,324	25,636	58,711	128,746	126,000		73,475		121,000	
0004-72	EQUIPMENT	-	16,263	8,880	11,315	28,000		23,500		16,000	
<b>Capital Outlays</b>		-	16,263	8,880	11,315	28,000		23,500		16,000	
<b>Total</b>	<b>ADMINISTRATION</b>	<b>151,771</b>	<b>249,997</b>	<b>403,023</b>	<b>500,021</b>	<b>536,803</b>		<b>437,688</b>		<b>484,679</b>	

**PROGRAM DETAIL**

<b>Bureau:</b> Municipal Golf Course	<b>No:</b> 08-9001	<b>Department:</b> Parks and Recreation	<b>Program:</b> Capital Improvements	<b>No:</b> 0005
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**Program Description:**

This program dispenses the golf course profits and capital finances for Capital Improvements to grounds and buildings and provides renovations and improvements to course buildings, restrooms, and ranges.

**Goal(s):**

Continue reconstruction and renovations to golf course grounds and facilities consistent with the golf course Master Plan.

**Measurable Budget Year Objectives and Long Range Targets:**

- Continue implementation of capital projects recommended by the golf course Master Plan.
- Upgrade restroom areas to meet ADA standards.
- Continue stream bank restorations.
- Design and construct driving range renovations for increased revenue.

<b>Impact/Output Measures</b>	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Estimated</b>	<b>2010 Budgeted</b>
Maintain a revenue stream constituting net revenues of at least \$110,000 for continuing golf course capital improvements to grounds/facilities	\$13,241	0	0	0	0

**CITY OF ALLENTOWN  
PROGRAM BUDGET  
RESOURCE REQUIREMENTS**

**FUND 091 GOLF COURSE  
DEPT 08 PARKS AND RECREATION  
BUREAU 9001 MUNICIPAL GOLF COURSE  
PROGRAM 0005 CAPITAL IMPROVEMENTS**

	2005	2006	2007	2008	2009	2009	2010	
	Actual	Actual	Actual	Actual	Final Budget	Actual & Estimated	Final Budget	
<b>Personnel Detail</b>	<hr/>							
	Number of Permanent Positions				#	Salaries	#	Salaries
	-	-	-	-	-	-	-	-
<b>Total Positions</b>	-	-	-	-	-	-	-	-
<hr/>								
<b>Account Detail</b>	<hr/>							
0005-46 OTHER CONTRACT SERVICES	1,500	1,242	1,226	-	-	-	-	
<b>Services &amp; Charges</b>	1,500	1,242	1,226	-	-	-	-	
0005-54 REPAIR & MAINT SUPPLIES	1,246	19,868	46,590	2,521	15,000	2,000	-	
0005-64 PIPE & FITTINGS	-	1,835	1,910	-	2,000	2,000	-	
0005-68 OPERATING MATERIALS & SUPP	-	-	-	130	2,000	2,000	20,000	
<b>Materials &amp; Supplies</b>	1,246	21,703	48,499	2,651	19,000	6,000	20,000	
0005-72 EQUIPMENT	-	-	24,500	30,000	30,000	30,000	-	
0005-76 CONSTRUCTION CONTRACTS	-	300	-	16,227	170,000	150,000	50,000	
<b>Capital Outlays</b>	-	300	24,500	46,227	200,000	180,000	50,000	
0005-88 INTERFUND TRANSFERS	112,998	-	-	-	-	-	-	
0005-99 RESERVE FOR ENCUMBRANCES	1,137	121	15,538	-	-	-	-	
<b>Sundry</b>	114,135	121	15,538	-	-	-	-	
<b>Total CAPITAL IMPROVEMENTS</b>	<b>116,881</b>	<b>23,366</b>	<b>89,763</b>	<b>48,878</b>	<b>219,000</b>	<b>186,000</b>	<b>70,000</b>	

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