

Golf Course Fund

Mission

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

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CITY OF ALLENTOWN

FUND SUMMARY - GOLF COURSE FUND (091)

	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Final Budget	2011 Actual & Estimated	2012 Final Budget
Opening Balance - Cash Basis 12/31/2010						122,462	65,585
Revenues:							
3182 Cart Rentals	289,184	285,121	293,899	297,271	342,500	327,000	340,000
3183 Greens Fees	716,209	745,664	731,733	746,124	775,000	782,000	780,000
3184 Driving Range	91,844	102,829	117,355	116,287	187,500	131,000	130,000
3185 Interest Income	12,077	7,752	5,249	2,636	1,500	-	-
3186 Miscellaneous (Pro Shop)	109,057	116,758	129,897	121,385	165,000	146,000	140,000
3187 GC Bar & Restaurant	27,341	28,350	24,087	35,000	35,000	35,000	50,000
3189 State Aid for Pension	-	3,566	3,474	2,829	2,488	4,152	3,747
Total Revenue	1,245,712	1,290,040	1,305,694	1,321,532	1,508,988	1,425,152	1,443,747
Total Funds Available						1,547,614	1,509,332
Expenditures:							
02 Permanent Wages	226,053	243,166	225,702	233,981	282,055	282,415	288,496
04 Temporary Wages	148,664	209,608	222,720	252,164	233,600	233,600	233,600
06 Premium Pay	18,248	17,444	12,760	11,163	17,000	17,000	17,000
11 Shift Differential	125	53	50	34	100	100	100
12 FICA	29,922	35,775	35,210	37,826	40,756	40,783	41,248
14 Pension	8,466	11,951	12,323	8,613	10,202	10,202	14,659
16 Insurance - Employee Group	72,336	66,176	57,938	59,850	71,375	71,375	75,759
Total Personnel	503,814	584,173	566,703	603,631	655,088	655,475	670,862
20 Electric Power	16,233	13,787	14,418	15,363	18,000	18,000	18,000
22 Telephone	3,120	3,866	4,702	2,640	3,700	3,700	3,700
26 Printing	1,019	940	991	1,430	2,000	2,000	2,000
30 Rentals	16,233	-	3,549	3,773	3,700	3,400	3,700
32 Publications & Memberships	3,120	630	1,229	1,118	1,250	1,250	1,250
34 Training & Professional Development	-	2,667	-	35	-	500	3,500
42 Repairs & Maintenance	1,688	-	1,850	1,548	2,000	2,000	1,800
44 Professional Service Fees	-	-	61	-	-	-	-
46 Contract/Services Fees	132,389	76,682	69,470	65,609	85,000	70,000	75,000
50 Other Services & Charges	9,351	16,370	11,851	13,114	24,000	18,000	13,000
Total Services & Charges	183,153	114,942	108,121	104,630	139,650	118,850	121,950
54 Repair & Maintenance Supplies	61,115	15,545	16,408	8,167	16,500	16,500	12,000
56 Uniforms	2,975	1,310	792	1,068	2,000	2,000	2,000
58 Office Supplies	931	2,284	1,180	1,248	-	-	-
62 Fuels, Oils & Lubricants	12,884	16,605	10,077	13,002	22,000	22,000	22,000
64 Pipe & Fittings	2,598	67	713	310	1,500	1,500	2,000
66 Chemicals	18,845	344	59,020	15,441	55,000	55,000	35,000
68 Operating Materials & Supplies	78,989	145,178	100,129	114,979	146,500	136,500	117,000
Total Materials & Supplies	178,337	181,333	188,319	154,215	243,500	233,500	190,000
72 Equipment	67,357	91,309	79,159	44,750	90,000	75,250	55,000
76 Construction Contracts	-	16,227	47,258	50,000	-	-	-
Total Capital Outlays	67,357	107,536	126,417	94,750	90,000	75,250	55,000
86 General City Charges	116,500	122,325	312,325	278,441	292,363	292,363	206,981
88 Interfund Transfers	110,000	106,480	106,480	106,480	106,480	106,480	106,480
99 Prior Years Commitments	15,538	-	357,401	1,842	-	111	-
Total Sundry	242,038	228,805	776,206	386,763	398,843	398,954	313,461
Total Expenditures	1,174,699	1,216,789	1,765,766	1,343,989	1,527,081	1,482,029	1,351,273
Closing Balance						65,585	158,058

PROGRAM DETAIL

Bureau: Municipal Golf Course	No: 08-9001	Department: Parks and Recreation	Program: Grounds Maintenance	No: 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. The program also 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.
- 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.

Impact/Output Measures	2008 Actual	2009 Actual	2010 Actual	2011 Estimated	2012 Budgeted
Acres of turf mowed	100	100	125	125	125
Acres of turf sprayed	50	100	100	100	100
# of trees/shrubs planted	4	25	10	5	15
# of bridges maintained	10	10	9	7	7

**CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS**

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

	2007	2008	2009	2010	2011		2011		2012		
	Actual	Actual	Actual	Actual	Final Budget	#	Actual & Estimated	#	Final Budget		
Personnel Detail	Number of Permanent Positions										
12N Golf Course Superintendent	1.0	1.0	1.0	1.0	1.0	1.0	61,444	1.0	62,172	1.0	63,082
16M Greenskeeper	1.0	1.0	1.0	1.0	1.0	1.0	48,745	1.0	48,255	1.0	49,908
09M Maintenance Mechanic 2	1.0	1.0	1.0	1.0	1.0	1.0	44,103	1.0	44,224	1.0	44,887
08M Maintenance Worker 2	1.0	1.0	1.0	1.0	-	1.0	44,190	1.0	43,383	1.0	44,863
Total Positions	4.0	4.0	4.0	3.0	4.0			4.0		4.0	
Account Detail											
02 PERMANENT WAGES	147,204	161,722	144,271	150,126			198,482		198,034		202,740
04 TEMPORARY WAGES	59,582	55,671	54,454	69,880			89,600		89,600		89,600
06 PREMIUM PAY	11,573	12,021	9,380	8,609			12,000		12,000		12,000
11 SHIFT DIFFERENTIAL	125	53	50	34			100		100		100
12 FICA	16,638	17,466	15,862	17,398			22,964		22,930		23,290
14 PENSION	6,580	8,692	8,962	5,742			7,420		7,420		10,661
16 INSURANCE - EMPLOYEE GROUP	48,224	48,128	51,500	39,900			50,150		50,150		52,624
Personnel	289,926	303,753	284,479	291,689			380,716		380,234		391,014
20 ELECTRIC POWER	16,233	13,787	14,418	15,363			18,000		18,000		18,000
22 TELEPHONE	3,120	3,866	4,702	2,640			3,700		3,700		3,700
30 RENTALS	16,233	-	3,549	3,773			3,700		3,400		3,700
32 PUBLICATIONS & MEMBERSHIP	3,120	630	1,229	1,118			1,250		1,250		1,250
34 TRAINING & PROFESSIONAL DEVELOP	-	-	-	35			-		500		500
42 REPAIRS & MAINTENANCE	1,688	-	1,850	1,548			2,000		2,000		1,800
44 PROFESSIONAL SERVICES FEES	-	-	61	-			-		-		-
46 OTHER CONTRACT SERVICES	19,987	17,119	11,003	12,815			15,000		15,000		15,000
Services & Charges	60,381	35,402	36,812	37,292			43,650		43,850		43,950
54 REPAIR & MAINTENANCE SUPPLIES	14,525	13,024	15,512	8,167			16,500		16,500		12,000
56 UNIFORMS	2,975	1,310	792	1,068			2,000		2,000		2,000
58 OFFICE SUPPLIES	100	286	187	289			-		-		-
62 FUELS, OILS & LUBRICANTS	12,884	16,605	10,077	13,002			22,000		22,000		22,000
64 PIPE & FITTINGS	688	67	-	310			1,500		1,500		2,000
66 CHEMICALS	18,845	344	59,020	15,441			55,000		55,000		35,000
68 OPERATING MATERIAL & SUPPLIES	21,109	18,300	17,517	6,993			25,500		25,500		27,000
Materials & Supplies	71,126	49,936	103,105	45,270			122,500		122,500		100,000
72 EQUIPMENT	33,977	49,994	50,774	38,000			66,000		66,000		45,000
Capital Outlays	33,977	49,994	50,774	38,000			66,000		66,000		45,000
86 GENERAL CITY CHARGES	116,500	122,325	312,325	278,441			292,363		292,363		206,981
88 INTERFUND TRANSFERS	110,000	106,480	106,480	106,480			106,480		106,480		106,480
99 PRIOR YEARS COMMITMENTS	-	-	247,222	917			-		111		-
Sundry	226,500	228,805	666,027	385,838			398,843		398,954		313,461
TOTAL	681,910	667,890	1,141,197	798,089			1,011,709		1,011,538		893,425

PROGRAM DETAIL

Bureau: Municipal Golf Course	No: 08-9001	Department: Parks and Recreation	Program: Administration	No: 0004
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Program Description:

Under the direction of the Director of Parks and Recreation and a Golf Course Manager, this program monitors the payment and receipt of funds at the Municipal Golf Course, including the Bar/Restaurant in accordance with the City contract. The program 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:

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

Impact/Output Measures	2008 Actual	2009 Actual	2010 Actual	2011 Estimated	2012 Budgeted
Number of patrons (golfers & non-golfers)	47,000	50,000	51,000	50,000	50,000
Number of days of service	330	290	280	280	280

**CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS**

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

		2007	2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Actual	Final Budget	Actual & Estimated	Final Budget
		Number of Permanent Positions				#	#	#
		Salaries	Salaries	Salaries	Salaries	Salaries	Salaries	Salaries
Personnel Detail								
13N	Golf Course Manager	1.0	1.0	1.0	1.0	60,352	60,933	61,912
09N	Administrative Supervisor	0.5	0.5	-	0.5	23,221	23,448	23,844
05N	Clerk 3 Confidential	-	-	0.5	-	-	-	-
	Total Positions	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Account Detail								
02	PERMANENT WAGES	78,849	81,444	81,431	83,855	83,573	84,381	85,756
04	TEMPORARY WAGES	89,082	153,937	168,266	182,284	144,000	144,000	144,000
06	PREMIUM PAY	6,675	5,423	3,380	2,554	5,000	5,000	5,000
12	FICA	13,284	18,309	19,348	20,428	17,792	17,854	17,959
14	PENSION	1,886	3,259	3,361	2,871	2,782	2,782	3,998
16	INSURANCE - EMPLOYEE GROUP	24,112	18,048	6,438	19,950	21,225	21,225	23,135
	Personnel	213,888	280,420	282,224	311,942	274,372	275,242	279,848
26	PRINTING	1,019	940	991	1,430	2,000	2,000	2,000
34	TRAINING & PROF DEVELOP	-	2,667	-	-	-	-	3,000
46	CONTRACT/SERVICES FEES	111,176	59,563	58,467	52,794	70,000	55,000	60,000
50	OTHER SERVICES & CHARGES	9,351	16,370	11,851	13,114	24,000	18,000	13,000
	Services & Charges	121,546	79,540	71,309	67,338	96,000	75,000	78,000
58	OFFICE SUPPLIES	831	1,998	993	959	-	-	-
68	OPERATING MATERIAL & SUPPLIES	57,880	126,748	81,762	96,294	121,000	111,000	90,000
	Materials & Supplies	58,711	128,746	82,755	97,253	121,000	111,000	90,000
72	EQUIPMENT	8,880	11,315	16,916	6,750	24,000	9,250	10,000
	Capital Outlays	8,880	11,315	16,916	6,750	24,000	9,250	10,000
99	PRIOR YEARS COMMITMENTS	-	-	-	925	-	-	-
	Sundry	-	-	-	925	-	-	-
TOTAL	Administration	403,025	500,021	453,204	484,208	515,372	470,492	457,848

PROGRAM DETAIL

Bureau: Municipal Golf Course	No: 08-9001	Department: Parks and Recreation	Program: Capital Improvements	No: 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 for the golf course.
- Upgrade restroom areas to meet ADA standards.
- Continue stream bank restorations.
- Design and construct driving range renovations for increased revenue.

Impact/Output Measures	2008 Actual	2009 Actual	2010 Actual	2011 Estimated	2012 Budgeted
Maintain a revenue stream constituting net revenues of at least \$110,000 for continuing golf course capital improvements to grounds/facilities	0	\$140,000	\$65,000	\$0	\$0

CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS

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

		2007	2008	2009	2010	2011	2011	2012	
		Actual	Actual	Actual	Actual	Final	Actual &	Final	
		Number of Permanent Positions				#	Salaries	#	Salaries
						#	Salaries	#	Salaries
Personnel Detail		-	-	-	-	-	-	-	
Total Positions		-	-	-	-	-	-	-	
Account Detail									
46	CONTRACT/SERVICES FEES	1,226	-	-	-	-	-	-	
	Services & Charges	1,226	-	-	-	-	-	-	
54	REPAIR & MAINTENANCE SUPPLIES	46,590	2,521	896	-	-	-	-	
64	PIPE & FITTINGS	1,910	-	713	-	-	-	-	
68	OPERATING MATERIAL & SUPPLIES	-	130	850	11,692	-	-	-	
	Materials & Supplies	48,500	2,651	2,459	11,692	-	-	-	
72	EQUIPMENT	24,500	30,000	11,469	-	-	-	-	
76	CONSTRUCTION CONTRACTS	-	16,227	47,258	50,000	-	-	-	
	Capital Outlays	24,500	46,227	58,727	50,000	-	-	-	
99	PRIOR YEARS COMMITMENTS	15,538	-	110,179	-	-	-	-	
	Sundry	15,538	-	110,179	-	-	-	-	
TOTAL	Capital Improvements	89,764	48,878	171,365	61,692	-	-	-	

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