



## **POKEGAMA GOLF COURSE BOARD MEETING - RESCHEDULED AGENDA**

**Wednesday, April 16, 2025  
7:30 AM**

**CALL TO ORDER:** Pursuant to due notice and call thereof, the Regular Meeting of the Pokegama Golf Course Board has been rescheduled and will be held on Wednesday, April 16, 2025 at 7:30 AM at Grand Rapids City Hall Conference Room 2A, 420 N. Pokegama Avenue, Grand Rapids, Minnesota.

**ROLL CALL:**

**PUBLIC INPUT:**

**SETTING THE AGENDA:** (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.)

**APPROVE MINUTES:**

1. Approve Golf Board minutes for Tuesday, March 11, 2025.

**CLAIMS AND FINANCIAL STATEMENTS:**

2. Approve verified claims in the total amount of \$79,157.40.

**VISITORS:**

**REPORTS:**

**BUSINESS:**

3. Consider approving changes to Family Pass
4. Consider approving changes to Junior Golf Tee Time Policy
5. Consider request to increase salary for Assistant Varsity Golf Coaches.
6. Consider agreement with Noteefy Inc. software subscription and forward to City Council for consideration.
7. Consider recommending the City Council approve equipment lease with MTI Distributing.
8. Consider recommending accepting low quote for purchase of communication package from Roger's Two Way Radio.

9. Consider recommendation to accept low quote from Wittek Golf Supply Specials for purchase of beveled hazard stakes.

10. Review City Ordinance – Golf Course Board

CORRESPONDENCE:

ADJOURN:



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

**POKEGAMA GOLF COURSE BOARD  
REGULAR MEETING MINUTES**

**Tuesday, March 11, 2025  
7:30 AM**

The meeting was called to order by Chair McDonald at 7:30 am.

**PRESENT:** Chair Rick McDonald, Member John Ryan, Member Tom Lagergren, Member Deb Godfrey, Member Derek Rolle

**STAFF:** Tom Beaudry, Steve Ross, Cody Alleman, Kimberly Gibeau

**PUBLIC INPUT:**

Mike Christianson, 2701 Town View Drive, St. Anthony, MN addressed the board regarding junior golf program, including concerns about cost increases and limited accessibility.

The board is advised that members of the public may provide input during this time, but any formal discussion and considerations must be conducted during a meeting in which the intent to discuss/consider policy, procedure, etc. has been noticed to allow for the public to attend if they so choose.

**APPROVE MINUTES:**

1. Approve minutes for Tuesday, January 14, 2025 Special meeting and Tuesday, February 18, 2025 Regular meeting.

Motion made by Member Ryan, Second by Member Lagergren to approve the Golf Board minutes for January 14, 2025 and February 18, 2025 as presented. Voting Yea: Chair McDonald, Member Ryan, Member Lagergren, Member Godfrey, Member Rolle

**CLAIMS AND FINANCIAL STATEMENTS:**

2. Approve verified claims.

Motion made by Member Godfrey, Second by Chair McDonald to approve the verified claims as presented. Voting Yea: Chair McDonald, Member Ryan, Member Lagergren, Member Godfrey, Member Rolle

**VISITORS:**

3. Pokegama Youth Open event & Junior Golf - Emma Petermeier

Emma Petermeier presented information regarding proposed Youth Golf Open. Initial plan to host this event in 2025, but due to logistical concerns, this will be planned for 2026. Ms. Petermeier addressed concerns relative to junior golf, specifically changes in rates, course availability; noting that many of these changes present limitations to youth golfers. A review of junior golf at the course is requested for the next regular meeting in April.

#### REPORTS:

##### Maintenance Report:

Cody Alleman provided updated quotes regarding the leasing of needed mower and continued discussion on the benefits of leasing over purchase. The recommendation is to lease the needed mower for 2025 and consider shift to leasing all large equipment beginning in 2026. Lease recommendations will be brought to the April 15, 2025 meeting for consideration.

##### Management Report:

Director Beaudry reported on:

- > New Assistant Golf Pro Madison Janecke
- > Status of New Website
- > Working on plans for course opening and will provide a projected opening date as soon as possible

#### BUSINESS:

No specific items were presented for consideration.

#### CORRESPONDENCE AND OPEN DISCUSSION:

Welcome to new Board Member Derek Rolle.

Items for the next agenda:

- > Equipment Leasing
- > Junior Golf Review

There being no further business, a motion was made by Member Lagergren, Second by Member Godfrey to adjourn the meeting at 8:38 AM. Voting Yea: Chair McDonald, Member Ryan, Member Lagergren, Member Godfrey, Member Rolle

Respectfully submitted:

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk

DETAILED POKEGAMA GOLF COURSE BILL LIST - APRIL 16, 2025

Item 2.

DATE: 04/11/25  
 TIME: 08:07:04  
 ID: AP441000.WOW

CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/15/2025

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0100053 AT&T MOBILITY								
G	03/10/25	01	GC MAR CELL SERVICE	999-99-00-00-1000			04/15/25	44.88
				HOLDING ACCOUNT				
							INVOICE TOTAL:	44.88
							VENDOR TOTAL:	44.88
0114900 ANY WAY YOU WANT IT MOVING &								
137010-G	03/31/25	01	137010 20FT RENTAL-SPEC RATE	613-00-50-30-4025	20250955		04/15/25	60.00
		02	MNSTX #PGC	613-00-50-30-4025	20250955			4.13
				GOLF SIMULATOR EXPENSES				
				GOLF SIMULATOR EXPENSES				
							INVOICE TOTAL:	64.13
							VENDOR TOTAL:	64.13
0221650 BURGGRAF'S ACE HARDWARE								
402641-G	04/08/25	01	402641 TOGGLE BOLT RH 1/4X3 CD	613-00-50-30-4010	20251000		04/15/25	8.99
				BUILDING MAINT/REPAIR				
							INVOICE TOTAL:	8.99
							VENDOR TOTAL:	8.99
0225725 BY THE YARD, INC								
183127-G	04/08/25	01	SPT40 WW B: 40" SQUARE UNFRAME	613-00-00-00-1620	20251002		04/15/25	3,796.00
		02	LESS 20% DISCOUNT	613-00-00-00-1620	20251002			-759.20
		03	FHT4094 WW B: 40" X 94" RECTAN	613-00-00-00-1620	20251002			2,299.00
		04	LESS 20% DISCOUNT	613-00-00-00-1620	20251002			-459.80
		05	CRC-20 WW B: CAPRI DINING-HEIG	613-00-00-00-1620	20251002			9,576.00
		06	LESS 20% DISCOUNT	613-00-00-00-1620	20251002			-1,915.20

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0225725 BY THE YARD, INC								
183127-G	04/08/25	07	MNSTX #POKEGAMA GC	613-00-00-00-1620	20251002		04/15/25	861.91
				EQPT/MACHINERY/FURN/FIX				
							INVOICE TOTAL:	13,398.71
							VENDOR TOTAL:	13,398.71
0301530 CANON FINANCIAL SERVICES, INC								
G	03/17/25	01	GC MAR COPIER LEASE	999-99-00-00-1000			04/15/25	45.48
				HOLDING ACCOUNT				
							INVOICE TOTAL:	45.48
							VENDOR TOTAL:	45.48
0312705 CLUB PROPHET SYSTEMS								
INV3025543-G	04/01/25	01	MONTHLY POS EXPRES APR 2025	613-00-50-30-4330	20250945		04/15/25	153.00
				DUES & SUBSCRIPTIONS				
		02	MONTHLY CPS DATA CENTR HOSTING	613-00-50-30-4330	20250945			127.50
				DUES & SUBSCRIPTIONS				
		03	MONTHLY CPS ONLINE RESERVATION	613-00-50-30-4330	20250945			76.50
				DUES & SUBSCRIPTIONS				
		04	MONTHLY TEE SHEET	613-00-50-30-4330	20250945			76.50
				DUES & SUBSCRIPTIONS				
		05	MONTHLY ADDTL USER-POS	613-00-50-30-4330	20250945			40.80
				DUES & SUBSCRIPTIONS				
		06	MONTHLY ADDTL USER-ADMIN	613-00-50-30-4330	20250945			20.40
				DUES & SUBSCRIPTIONS				
		07	MONTHLY WEB STORE FEE	613-00-50-30-4330	20250945			50.00
				DUES & SUBSCRIPTIONS				
		08	MO ACCOUNTING GL INTERFACE	613-00-50-30-4330	20250945			50.00
				DUES & SUBSCRIPTIONS				
		09	MARKET SERVICES BIRDIE PKG	613-00-50-30-4330	20250945			399.00
				DUES & SUBSCRIPTIONS				
							INVOICE TOTAL:	993.70
							VENDOR TOTAL:	993.70

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0315329 CITY OF COHASSET								
G	03/10/25	01	GC FEB NTL GAS	999-99-00-00-1000			04/15/25	336.14
		02	GC MAR NTL GAS	999-99-00-00-1000				224.32
				HOLDING ACCOUNT				
				HOLDING ACCOUNT				
						INVOICE TOTAL:		560.46
						VENDOR TOTAL:		560.46
0518125 ERANGE INC								
110899-G	04/02/25	01	RANGE STAR ANNUAL SERV/SUPPORT	613-00-50-30-4330	20250964		04/15/25	700.00
				DUES & SUBSCRIPTIONS				
						INVOICE TOTAL:		700.00
110916-G	04/07/25	01	RANGE STAR-PHONE APP LICENSE	613-00-50-30-4330	20250969		04/15/25	200.00
				DUES & SUBSCRIPTIONS				
						INVOICE TOTAL:		200.00
						VENDOR TOTAL:		900.00
0621450 FULLSTEAM								
G	03/31/25	01	GC FEB CREDIT CARD FEES	999-99-00-00-1000			04/15/25	219.89
				HOLDING ACCOUNT				
						INVOICE TOTAL:		219.89
						VENDOR TOTAL:		219.89
0715808 GOVCONNECTION INC								
76225034-G	03/03/25	01	LENOVO M70Q G5 GOLF	613-00-50-20-2075	20250603		04/15/25	2,840.76
				ASSETS BETWEEN \$700-2,499				
						INVOICE TOTAL:		2,840.76
						VENDOR TOTAL:		2,840.76
0718010 CITY OF GRAND RAPIDS								
25-194-G	03/26/25	01	TCP REMOTE DATE TERMINAL	613-00-00-00-1620	20250941		04/15/25	5,002.20
				EQPT/MACHINERY/FURN/FIX				

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0718010 CITY OF GRAND RAPIDS								
25-194-G	03/26/25	02	TCP RDT ETHERNET	613-00-00-00-1620	20250941		04/15/25	685.80
				EQPT/MACHINERY/FURN/FIX				
		03	TCP RDT SHIPPING	613-00-00-00-1620	20250941			50.00
				EQPT/MACHINERY/FURN/FIX				
		04	MNSALES TAX #PGC	613-00-00-00-1620	20250941			394.49
				EQPT/MACHINERY/FURN/FIX				
						INVOICE TOTAL:		6,132.49
						VENDOR TOTAL:		6,132.49
0718015 GRAND RAPIDS CITY PAYROLL								
G	02/21/25	01	GC PAYROLL 02/21/25	999-99-00-00-1000			04/15/25	6,817.50
				HOLDING ACCOUNT				
		02	GC PAYROLL 03/07/25	999-99-00-00-1000				6,817.52
				HOLDING ACCOUNT				
						INVOICE TOTAL:		13,635.02
						VENDOR TOTAL:		13,635.02
0920060 ITASCA COUNTY TREASURER								
91-960-0400/2025-G	04/01/25	01	GC CONC 2025 PROPERTY TAX	613-00-50-30-4340	20250856		04/15/25	2,743.00
				PROPERTY TAX				
		02	GC SOLID WASTE FEE 2025	613-00-50-30-3840	20250856			243.00
				GARBAGE REMOVAL				
						INVOICE TOTAL:		2,986.00
						VENDOR TOTAL:		2,986.00
1200500 L&M SUPPLY								
10007384-G	03/20/25	01	10007384 OIL JT-8 SUPER HD 10W	613-00-50-20-2130	20250723		04/15/25	75.98
				LUBRICANTS				
		02	MNSTX #POKEGAMA GC	613-00-50-20-2130	20250723			5.22
				LUBRICANTS				
		03	TORQUE WRENCH 1/2" 10-150	613-00-50-20-2400	20250723			54.99
				SMALL TOOLS				



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1200500 L&M SUPPLY								
10007384-G	03/20/25	04	MNSTX #POKEGAMA GC	613-00-50-20-2400	20250723		04/15/25	3.78
				SMALL TOOLS				
							INVOICE TOTAL:	139.97
GRR-03-10004551-G	03/05/25	01	10004551 JUMP START 1600 A LT	613-00-50-20-2150	20250723		04/15/25	89.99
		02	THREAD LOCKER	613-00-50-20-2150	20250723			6.99
		03	KNUCKLE SAVER SS	613-00-50-20-2150	20250723			2.99
		04	CLEANING BRUSH SMALL BRAS	613-00-50-20-2150	20250723			1.99
		05	CLEANING BRUSH SMALL	613-00-50-20-2150	20250723			1.99
		06	BRUSH WIRE LONG HANDLED S	613-00-50-20-2150	20250723			3.99
		07	BRUSH LONG HANDLE STAINLESS	613-00-50-20-2150	20250723			8.98
		08	BRUSH LNG HNDL STNLESS W	613-00-50-20-2150	20250723			3.99
		09	JB SEALANT ULTIMATE BLK	613-00-50-20-2150	20250723			4.99
		10	MNSTX #POKEGAMA GC	613-00-50-20-2150	20250723			8.66
				MAINT/EQUIPMENT SUPPLIES			INVOICE TOTAL:	134.56
							VENDOR TOTAL:	274.53
1301145 MARCO TECHNOLOGIES, LLC								
G	03/10/25	01	GC FEB B/W & COLOR COPIES	999-99-00-00-1000			04/15/25	7.31
				HOLDING ACCOUNT				
							INVOICE TOTAL:	7.31
							VENDOR TOTAL:	7.31
1305725 METROPOLITAN LIFE INSURANCE CO								

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<hr/>								
1305725	METROPOLITAN LIFE INSURANCE CO							
G	03/03/25	01	GC MAR LIFE/SUPP INS PREM	999-99-00-00-1000			04/15/25	70.37
				HOLDING ACCOUNT				
							INVOICE TOTAL:	70.37
							VENDOR TOTAL:	70.37
1309039	MIDWAY REPAIR							
897031-G	02/28/25	01	897031 AIR FILTERS	613-00-50-20-2210	20250726		04/15/25	120.50
		02	OIL FILTERS	613-00-50-20-2210	20250726			30.10
		03	MNSTX #POKEGAMA GC	613-00-50-20-2210	20250726			10.35
				EQUIPMENT PARTS				
				EQUIPMENT PARTS				
				EQUIPMENT PARTS			INVOICE TOTAL:	160.95
897033-G	03/10/25	01	897033 KOHLER CARB BASE GASKET	613-00-50-20-2210	20250727		04/15/25	4.90
		02	KOHLER A/C GASKET	613-00-50-20-2210	20250727			2.20
		03	KOHLER O-RING	613-00-50-20-2210	20250727			5.70
		04	KOHLER OIL SEAL	613-00-50-20-2210	20250727			9.50
		05	KOHLER HEAD GASKET KITS	613-00-50-20-2210	20250727			80.40
		06	MNSTX #POKEGAMA GC	613-00-50-20-2210	20250727			7.06
				EQUIPMENT PARTS			INVOICE TOTAL:	109.76
897034-G	03/13/25	01	897034 CYL HD #1	613-00-50-20-2210	20250727		04/15/25	207.00
		02	V/C-FUEL PUMP	613-00-50-20-2210	20250727			136.00
		03	COVER CLOSURE	613-00-50-20-2210	20250727			357.00
				EQUIPMENT PARTS				

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1309039 MIDWAY REPAIR								
897034-G	03/13/25	04	MNSTX #PGC	613-00-50-20-2210	20250727		04/15/25	48.13
				EQUIPMENT PARTS				
							INVOICE TOTAL:	748.13
							VENDOR TOTAL:	1,018.84
1309495 MINUTEMAN PRESS								
45757-G	03/13/25	01	45757 300 REGISTRATION FORMS	613-00-50-30-3510	20250946		04/15/25	151.74
				PUBLISHING & ADVERTISING				
		02	MNSTX #PGC	613-00-50-30-3510	20250946			10.43
				PUBLISHING & ADVERTISING				
							INVOICE TOTAL:	162.17
45776-G	03/17/25	01	45776 300 REGISTRATION FORMS	613-00-50-30-3510	20250946		04/15/25	151.74
				PUBLISHING & ADVERTISING				
		02	MNSTX #PGC	613-00-50-30-3510	20250946			10.43
				PUBLISHING & ADVERTISING				
							INVOICE TOTAL:	162.17
45837-G	03/26/25	01	45837 200 YOUTH GOLF BROCHURES	613-00-50-30-3510	20250946		04/15/25	117.02
				PUBLISHING & ADVERTISING				
		02	400 GOLF BROCHURES	613-00-50-30-3510	20250946			236.97
				PUBLISHING & ADVERTISING				
		03	MNSTX #PGC	613-00-50-30-3510	20250946			24.34
				PUBLISHING & ADVERTISING				
							INVOICE TOTAL:	378.33
							VENDOR TOTAL:	702.67
1315625 MOR GOLF AND UTILITY								
52151-G	03/18/25	01	52151 KIT HNDL SAND BTTL SAM S	613-00-50-30-4390	20250834		04/15/25	2,215.20
				GOLF CART MAINTENANCE/REPA				
		02	ASM HANDLE BOTTLE SAND	613-00-50-30-4390	20250834			1,935.00
				GOLF CART MAINTENANCE/REPA				

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1315625 MOR GOLF AND UTILITY								
52151-G	03/18/25	03	KIT INFO HOLDER G2 SINGLE	613-00-50-30-4390	20250834		04/15/25	956.20
				GOLF CART MAINTENANCE/REPA				
							INVOICE TOTAL:	5,106.40
52163-G	03/18/25	01	52163 KIT HNDL SAND BTTL SAM S	613-00-50-30-4390	20250834		04/15/25	-2,215.20
				GOLF CART MAINTENANCE/REPA				
		02	ASM HANDLE BOTTLE SAND	613-00-50-30-4390	20250834			-1,935.00
				GOLF CART MAINTENANCE/REPA				
		03	KIT INFO HOLDER G2 SINGLE	613-00-50-30-4390	20250834			-956.20
				GOLF CART MAINTENANCE/REPA				
							INVOICE TOTAL:	-5,106.40
52164-G	03/14/25	01	52164 KIT HNDL SAND BTTL SAM S	613-00-50-30-4390	20250834		04/15/25	2,215.20
				GOLF CART MAINTENANCE/REPA				
		02	ASM HANDLE BOTTLE SAND	613-00-50-30-4390	20250834			1,935.00
				GOLF CART MAINTENANCE/REPA				
							INVOICE TOTAL:	4,150.20
52165-G	03/28/25	01	52165 KIT INFO HOLDER G2 SINGL	613-00-50-30-4390	20250834		04/15/25	956.20
				GOLF CART MAINTENANCE/REPA				
							INVOICE TOTAL:	956.20
							VENDOR TOTAL:	5,106.40
1401650 NARDINI FIRE EQUIPMENT CO INC								
IV00311668-G	04/01/25	01	INSPECTION ALARM SYSTEM 2024	613-00-50-30-4000	20250994		04/15/25	242.00
				MAINTENANCE CONTRACTS				
		02	DISPATCH AND COMPLIANCE	613-00-50-30-4000	20250994			128.00
				MAINTENANCE CONTRACTS				
		03	HAZMAT/DOG/SAFETY COMPLIANCE	613-00-50-30-4000	20250994			30.00
				MAINTENANCE CONTRACTS				
		04	MN SALES TAX/#16540-GOLF CRS	613-00-50-30-4000	20250994			27.50
				MAINTENANCE CONTRACTS				
							INVOICE TOTAL:	427.50
							VENDOR TOTAL:	427.50

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1415495 NORTHERN SAFETY & INDUSTRIAL								
906787126-G	03/21/25	01	ML-296 MIDKNIGHT BK PF NITRILE	613-00-50-20-2180	20250942		04/15/25	192.24
			UNIFORM/CLOTHING/SAFETY					
		02	NS TRIDON SPORT EYEWR CLEAR AN	613-00-50-20-2180	20250942			30.84
			UNIFORM/CLOTHING/SAFETY					
		03	NS TRIDON EYEWR GY ANTIFOG LEN	613-00-50-20-2180	20250942			32.28
			UNIFORM/CLOTHING/SAFETY					
		04	NSI SOFTFIT EX UNCORD 200PR/BX	613-00-50-20-2180	20250942			30.59
			UNIFORM/CLOTHING/SAFETY					
		05	3M ORGANIC VAPOR CARTS 6001 2/	613-00-50-20-2180	20250942			36.16
			UNIFORM/CLOTHING/SAFETY					
		06	3M PARTICULATE FILTER 5N11 N95	613-00-50-20-2180	20250942			22.52
			UNIFORM/CLOTHING/SAFETY					
		07	MNSTX #PGCOURSE	613-00-50-20-2180	20250942			23.69
			UNIFORM/CLOTHING/SAFETY					
							INVOICE TOTAL:	368.32
							VENDOR TOTAL:	368.32
1516220 OPERATING ENGINEERS LOCAL #49								
G	03/03/25	01	GC APR HEALTH INS PREM	999-99-00-00-1000			04/15/25	3,544.00
			HOLDING ACCOUNT					
							INVOICE TOTAL:	3,544.00
							VENDOR TOTAL:	3,544.00
1601750 PAUL BUNYAN COMMUNICATIONS								
G	03/03/25	01	GC MAR SERVICE & LINE CHARGES	999-99-00-00-1000			04/15/25	173.67
			HOLDING ACCOUNT					
							INVOICE TOTAL:	173.67
							VENDOR TOTAL:	173.67
1615424 POKEGAMA GRILL								
FEB25/SIMPASS-G	03/28/25	01	DUE POKEGAMA GRILL SIMPASS FEB	613-00-50-30-4025	20250873		04/15/25	620.00
			GOLF SIMULATOR EXPENSES					
							INVOICE TOTAL:	620.00

DETAILED POKEGAMA GOLF COURSE BILL LIST - APRIL 16, 2025

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CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/15/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1615424 POKEGAMA GRILL								
JAN25/SIMPASS-G	03/28/25	01	DUE POKEGAMA GRILL SIMPASS JAN	613-00-50-30-4025	20250872		04/15/25	900.00
				GOLF SIMULATOR EXPENSES				
							INVOICE TOTAL:	900.00
MAR25/DUETO/POKGRILL	03/31/25	01	DUE TO POKEGAMA GRILL 3/31/25	613-00-00-00-2282	20251004		04/15/25	257.78
				DUE TO POKEGAMA GRILL				
							INVOICE TOTAL:	257.78
MAR25/SIMPASS-G	03/31/25	01	DUE POKEGAMA GRILL SIMPASS MAR	613-00-50-30-4025	20251003		04/15/25	1,360.00
				GOLF SIMULATOR EXPENSES				
							INVOICE TOTAL:	1,360.00
							VENDOR TOTAL:	3,137.78
1621130 P.U.C.								
G	03/17/25	01	GC FEB SERVICE	999-99-00-00-1000			04/15/25	1,973.81
				HOLDING ACCOUNT				
							INVOICE TOTAL:	1,973.81
							VENDOR TOTAL:	1,973.81
1815711 ROSS GOLF COURSE								
MAY2025-G	05/01/25	01	MAY 2025 GC MNT SERV CONT	613-00-50-30-3100	20250001		04/15/25	5,215.50
				OTHER CONTRACTED SERVICE				
							INVOICE TOTAL:	5,215.50
							VENDOR TOTAL:	5,215.50
1901309 SAIGER'S STEAM CLEAN LLC								
19138-G	04/07/25	01	CARPET CLEANING FOR ENTRY DR B	613-00-50-30-4010	20250987		04/15/25	957.00
				BUILDING MAINT/REPAIR				
		02	CERAMIC FLOOR CLEANING PER SQ	613-00-50-30-4010	20250987			338.20
				BUILDING MAINT/REPAIR				
		03	MNSTX #POKEGAMA GC	613-00-50-30-4010	20250987			89.05
				BUILDING MAINT/REPAIR				
							INVOICE TOTAL:	1,484.25
							VENDOR TOTAL:	1,484.25

DETAILED POKEGAMA GOLF COURSE BILL LIST - APRIL 16, 2025

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 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/15/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT	
1905600 SEPTIC CHECK									
49497748-G	03/25/25	01	COMMERCIAL CONTRACT MAINT SEPTIC/SEWER	613-00-50-30-3850	20250944		04/15/25	625.00	
								INVOICE TOTAL:	625.00
								VENDOR TOTAL:	625.00
1915248 SHI INTERNATIONAL CORP									
B19450751-G	03/04/25	01	WATCHGUARD T45 FIREWALL	613-00-50-20-2075	20250540		04/15/25	1,822.90	
								ASSETS BETWEEN \$700-2,499	
								INVOICE TOTAL:	1,822.90
CR-741209-G	03/04/25	01	CREDIT CR741209	613-00-50-20-2075	20250540		04/15/25	-548.00	
								ASSETS BETWEEN \$700-2,499	
								INVOICE TOTAL:	-548.00
								VENDOR TOTAL:	1,274.90
1920555 STOKES PRINTING & OFFICE									
121301-G	03/25/25	01	121301 CALIGRAPHY PENS	613-00-50-20-2010	20250943		04/15/25	4.18	
		02	BINDERS	613-00-50-20-2010	20250943			15.00	
		03	DYMO TAPE CART	613-00-50-20-2010	20250943			33.87	
		04	AVE 5160 LABELS	613-00-50-20-2010	20250943			65.19	
		05	THREE HOLE PUNCH SALE	613-00-50-20-2010	20250943			19.99	
		06	UTILITY KNIFE	613-00-50-20-2010	20250943			13.49	
		07	SET STANLEY BLADES	613-00-50-20-2010	20250943			3.29	
		08	MNSALESTX #PGCOURSE	613-00-50-20-2010	20250943			10.66	
								OFFICE SUPPLIES	
								INVOICE TOTAL:	165.67
								VENDOR TOTAL:	165.67

DETAILED POKEGAMA GOLF COURSE BILL LIST - APRIL 16, 2025

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CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/15/2025

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2209665 VISA								
G	03/17/25	01	GC GODADDY WEBSITE DOMAIN	999-99-00-00-1000			04/15/25	65.51
				HOLDING ACCOUNT				
							INVOICE TOTAL:	65.51
							VENDOR TOTAL:	65.51
2301700 WM CORPORATE SERVICES, INC								
G	03/17/25	01	GC FEB SERVICE	999-99-00-00-1000			04/15/25	487.05
				HOLDING ACCOUNT				
							INVOICE TOTAL:	487.05
							VENDOR TOTAL:	487.05
2309735 P & W GOLF SUPPLY LLC								
INV144740-G	04/01/25	01	144740 RED 24" BEVELED HAZARD	613-00-50-30-4090	20250986		04/15/25	3,598.00
		02	10% DISCOUNT	613-00-50-30-4090	20250986			-359.80
		03	SHIPPING	613-00-50-30-4090	20250986			264.21
		04	MNSTX #POKEGAMA GC	613-00-50-30-4090	20250986			265.53
				COURSE IMPROVEMENTS			INVOICE TOTAL:	3,767.94
INV144978-G	04/01/25	01	144978 YELLOW 24" BEVELED HAZA	613-00-50-30-4090	20250986		04/15/25	3,598.00
		02	10% DISCOUNT	613-00-50-30-4090	20250986			-359.80
		03	SHIPPING	613-00-50-30-4090	20250986			264.20
		04	MNSTX #POKEGAMA GC	613-00-50-30-4090	20250986			265.53
				COURSE IMPROVEMENTS			INVOICE TOTAL:	3,767.93
INV144979-G	04/01/25	01	144979 WHITE 24" BEVELED HAZAR	613-00-50-30-4090	20250986		04/15/25	3,598.00
				COURSE IMPROVEMENTS				



DETAILED POKEGAMA GOLF COURSE BILL LIST - APRIL 16, 2025

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CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/15/2025

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2309735	P & W GOLF SUPPLY LLC							
INV144979-G	04/01/25	02	10% DISCOUNT	613-00-50-30-4090	20250986		04/15/25	-359.80
		03	SHIPPING	613-00-50-30-4090	20250986			264.21
		04	MNSTX #POKEGAMA GC	613-00-50-30-4090	20250986			265.53
							INVOICE TOTAL:	3,767.94
							VENDOR TOTAL:	11,303.81
							TOTAL ALL INVOICES:	79,157.40

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CITY OF GRAND RAPIDS  
 VENDOR SUMMARY REPORT

INVOICES DUE ON/BEFORE 04/15/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	12,385.19	44.88
0114900	ANY WAY YOU WANT IT MOVING &	192.39	64.13
0221650	BURGGRAF'S ACE HARDWARE	2,308.00	8.99
0225725	BY THE YARD, INC	0.00	13,398.71
0301530	CANON FINANCIAL SERVICES, INC	198.45	45.48
0312705	CLUB PROPHET SYSTEMS	2,582.10	993.70
0315329	CITY OF COHASSET	1,299.70	560.46
0518125	ERANGE INC	0.00	900.00
0621450	FULLSTEAM	0.00	219.89
0715808	GOVCONNECTION INC	13,799.51	2,840.76
0718010	CITY OF GRAND RAPIDS	70,636.70	6,132.49
0718015	GRAND RAPIDS CITY PAYROLL	2,202,348.77	13,635.02
0920060	ITASCA COUNTY TREASURER	9,421.80	2,986.00
1200500	L&M SUPPLY	6,708.48	274.53
1301145	MARCO TECHNOLOGIES, LLC	896.42	7.31
1305725	METROPOLITAN LIFE INSURANCE CO	7,215.75	70.37
1309039	MIDWAY REPAIR	0.00	1,018.84
1309495	MINUTEMAN PRESS	430.89	702.67
1315625	MOR GOLF AND UTILITY	0.00	5,106.40
1401650	NARDINI FIRE EQUIPMENT CO INC	500.00	427.50
1415495	NORTHERN SAFETY & INDUSTRIAL	0.00	368.32
1516220	OPERATING ENGINEERS LOCAL #49	394,303.00	3,544.00
1601750	PAUL BUNYAN COMMUNICATIONS	7,168.88	173.67
1615424	POKEGAMA GRILL	1,445.78	3,137.78
1621130	P.U.C.	161,059.65	1,973.81
1815711	ROSS GOLF COURSE	15,646.50	5,215.50
1901309	SAIGER'S STEAM CLEAN LLC	847.80	1,384.25
1905600	SEPTIC CHECK	625.00	625.00
1915248	SHI INTERNATIONAL CORP	40,279.84	1,274.90
1920555	STOKES PRINTING & OFFICE	2,244.04	165.67
2209665	VISA	18,810.27	65.51
2301700	WM CORPORATE SERVICES, INC	13,069.72	487.05
2309735	P & W GOLF SUPPLY LLC	0.00	11,303.81
TOTAL ALL VENDORS:			79,157.40

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/15/2025

VENDOR #	NAME	AMOUNT DUE
-----		
POKEGAMA GOLF COURSE		
0114900	ANY WAY YOU WANT IT MOVING &	64.13
0221650	BURGGRAF'S ACE HARDWARE	8.99
0225725	BY THE YARD, INC	13,398.71
0312705	CLUB PROPHET SYSTEMS	993.70
0518125	ERANGE INC	900.00
0715808	GOVCONNECTION INC	2,840.76
0718010	CITY OF GRAND RAPIDS	6,132.49
0920060	ITASCA COUNTY TREASURER	2,986.00
1200500	L&M SUPPLY	274.53
1309039	MIDWAY REPAIR	1,018.84
1309495	MINUTEMAN PRESS	702.67
1315625	MOR GOLF AND UTILITY	5,106.40
1401650	NARDINI FIRE EQUIPMENT CO INC	427.50
1415495	NORTHERN SAFETY & INDUSTRIAL	368.32
1615424	POKEGAMA GRILL	3,137.78
1815711	ROSS GOLF COURSE	5,215.50
1901309	SAIGER'S STEAM CLEAN LLC	1,384.25
1905600	SEPTIC CHECK	625.00
1915248	SHI INTERNATIONAL CORP	1,274.90
1920555	STOKES PRINTING & OFFICE	165.67
2309735	P & W GOLF SUPPLY LLC	11,303.81

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$58,329.95

CHECKS ISSUED-PRIOR APPROVAL  
 PRIOR APPROVAL

0100053	AT&T MOBILITY	44.88
0301530	CANON FINANCIAL SERVICES, INC	45.48
0315329	CITY OF COHASSET	560.46
0621450	FULLSTEAM	219.89
0718015	GRAND RAPIDS CITY PAYROLL	13,635.02
1301145	MARCO TECHNOLOGIES, LLC	7.31
1305725	METROPOLITAN LIFE INSURANCE CO	70.37
1516220	OPERATING ENGINEERS LOCAL #49	3,544.00
1601750	PAUL BUNYAN COMMUNICATIONS	173.67
1621130	P.U.C.	1,973.81
2209665	VISA	65.51
2301700	WM CORPORATE SERVICES, INC	487.05

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$20,827.45

TOTAL ALL DEPARTMENTS \$79,157.40

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CITY OF GRAND RAPIDS  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL  
 FOR 3 PERIODS ENDING MARCH 31, 2025

FUND: POKEGAMA GOLF COURSE

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
REVENUES						
CHARGES FOR SERVICES						
613-00-34-00-1000	FAMILY PASS	5,779.93	10,917.65	73,720.00	14.8	21,006.61
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	442.91	442.91	4,500.00	9.8	0.00
613-00-34-00-1100	SINGLE PASS	7,234.16	15,247.59	109,987.00	13.8	31,654.34
613-00-34-00-1110	SINGLE PLUS ONE CHILD	1,061.13	1,061.13	0.00	100.0	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	0.00	17,481.00	0.0	2,022.80
613-00-34-00-1200	JUNIOR PASS	1,388.72	1,388.72	14,725.00	9.4	1,489.28
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	1,378.55	1,378.55	10,076.00	13.6	0.00
613-00-34-00-1250	PCC GOLF FEES	427.90	883.71	6,314.00	13.9	750.29
613-00-34-00-1600	WD 18 HOLE	0.00	0.00	98,481.00	0.0	0.00
613-00-34-00-1610	WD/WE 18 HOLE SPECIAL	0.00	0.00	0.00	0.0	90.00
613-00-34-00-1620	WD/WE SPRING/FALL GREEN FEES	0.00	0.00	0.00	0.0	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	0.00	0.00	41,171.00	0.0	0.00
613-00-34-00-1710	WD/WE 9 HOLE SPECIAL	0.00	0.00	0.00	0.0	0.00
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	0.00	0.00	0.00	0.0	46.14
613-00-34-00-1850	WD HALF PRICE 18 DISCOUNT CARD	0.00	0.00	0.00	0.0	0.00
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	14,133.00	0.0	0.00
613-00-34-00-1950	WD LEAGUE FEE 9 HOLES	0.00	0.00	0.00	0.0	0.00
613-00-34-00-1975	SENIOR GREEN FEES	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2000	WD 2ND NINE	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2100	WD TWILIGHT	0.00	0.00	27,982.00	0.0	1,624.56
613-00-34-00-2105	WD TOURNAMENT GREEN FEE	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2110	WE 18 HOLE	0.00	0.00	93,750.00	0.0	0.00
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	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2114	WE HALF PRICE 9 DISCOUNT CARD	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2115	WE 2ND NINE GREEN FEE	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2120	WE 9 HOLE	0.00	0.00	71,888.00	0.0	0.00
613-00-34-00-2121	WE OUTING GREEN FEE	0.00	0.00	60,000.00	0.0	0.00
613-00-34-00-2122	WE COUPLES GOLF	0.00	0.00	0.00	0.0	0.00
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

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CITY OF GRAND RAPIDS  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL  
 FOR 3 PERIODS ENDING MARCH 31, 2025

FUND: POKEGAMA GOLF COURSE

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
REVENUES						
CHARGES FOR SERVICES						
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	0.00	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	40,000.00	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	0.00	0.00	1,500.00	0.0	0.00
613-00-34-00-2200	SIMULATOR FEES	6,915.50	16,416.84	36,196.00	45.3	26,269.08
613-00-34-00-2250	GUEST PASS	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2300	SINGLE ADULT DRVG RANGE PASS	0.00	0.00	0.00	0.0	2,749.01
613-00-34-00-2350	FAMILY DRIVING RANGE PASS	0.00	0.00	0.00	0.0	1,928.22
613-00-34-00-2352	YG ADULT RANGE PASS (19-29)	0.00	0.00	0.00	0.0	553.64
613-00-34-00-2354	JUNIOR DRVG RANGE PASS (10-18)	692.05	692.05	6,200.00	11.1	692.04
613-00-34-00-2400	SMALL BUCKET	349.10	349.10	5,667.00	6.1	4.15
613-00-34-00-2450	MEDIUM BUCKET	620.08	620.08	10,077.00	6.1	7.38
613-00-34-00-2500	LARGE BUCKET	322.95	322.95	26,845.00	1.2	304.54
613-00-34-00-2600	CART 9 HOLE	0.00	0.00	51,834.00	0.0	0.00
613-00-34-00-2625	CART HALF 9 HOLE	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2650	CART TRAIL FEE 9 HOLES	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2700	CART 18 HOLE	0.00	0.00	109,816.00	0.0	0.00
613-00-34-00-2725	CART HALF 18 HOLE	0.00	0.00	0.00	0.0	0.00
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	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2800	MISCEL CART RENTAL	0.00	0.00	0.00	0.0	0.00
613-00-34-00-2900	PRIVATE CART TRAIL FEE PASS	704.96	1,057.44	48,771.00	2.1	2,395.05
613-00-34-00-3200	CART SEASON RENTAL 2 PEOPLE	2,103.80	4,207.60	0.00	100.0	6,131.86
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	3,897.60	5,196.80	32,761.00	15.8	10,746.72
613-00-34-00-3500	PRO SHOP CREDIT CARD CHARGES	0.00	0.00	0.00	0.0	119.65
613-00-34-00-3900	MISC REVENUE-DAILY SALES	0.00	0.00	0.00	0.0	0.00
TOTAL		33,319.34	60,183.12	1,013,875.00	5.9	110,585.36
TOTAL CHARGES FOR SERVICES		33,319.34	60,183.12	1,013,875.00	5.9	110,585.36
MISCELLANEOUS REVENUE						
613-00-37-00-2250	ADVERTISING	0.00	0.00	2,000.00	0.0	0.00
613-00-37-00-2270	PRO SHOP RENT	0.00	0.00	6,200.00	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	0.00	650.00	0.0	100.00
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	0.00	18,000.00	0.0	0.00
613-00-37-00-3700	GC CLUBHOUSE FACILITY FEE	0.00	0.00	2,000.00	0.0	0.00

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CITY OF GRAND RAPIDS  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL  
 FOR 3 PERIODS ENDING MARCH 31, 2025

FUND: POKEGAMA GOLF COURSE

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
REVENUES						
MISCELLANEOUS REVENUE						
613-00-37-00-3800	CAM RENT	0.00	0.00	7,500.00	0.0	283.91
613-00-37-00-3900	MISCEL REVENUE	0.00	0.00	1,000.00	0.0	0.00
613-00-37-00-3910	CITY PERSONNEL REIMBURSEMENT	0.00	0.00	0.00	0.0	6,684.39
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	0.00	900.00	0.0	0.00
613-00-37-00-5105	NET +/- FAIR VALUE-INVSTMT	0.00	0.00	0.00	0.0	0.00
613-00-37-00-5200	LEASE INTEREST REVENUE	0.00	0.00	0.00	0.0	0.00
TOTAL		0.00	0.00	38,250.00	0.0	7,068.30
TOTAL MISCELLANEOUS REVENUE		0.00	0.00	38,250.00	0.0	7,068.30
OTHER FINANCING SOURCES						
613-00-39-00-2420	CAPITAL BLANDIN GRANT	0.00	0.00	0.00	0.0	0.00
613-00-39-00-4250	EXTRA ORDINARY ITEM	0.00	0.00	0.00	0.0	0.00
613-00-39-00-4600	SALE OF CAPITAL ASSET	0.00	0.00	12,500.00	0.0	49,650.00
613-00-39-00-4620	INSURANCE RECOVERY	0.00	0.00	0.00	0.0	0.00
613-00-39-00-4700	CAPITAL CONTRIBUTIONS	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	0.00
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	12,500.00	0.0	49,650.00
TOTAL OTHER FINANCING SOURCES		0.00	0.00	12,500.00	0.0	49,650.00
TOTAL REVENUES:		33,319.34	60,183.12	1,064,625.00	5.6	167,303.66

EXPENSES						
GENERAL ADMINISTRATION						
PERSONNEL						
613-00-50-10-1010	SALARY-FULLTIME	11,851.08	31,420.74	154,064.00	20.3	44,412.04
613-00-50-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	3,000.00	0.0	505.86
613-00-50-10-1030	SALARY-PARTTIME	1,149.79	1,149.79	167,151.00	0.6	0.00
613-00-50-10-1040	SALARY-PARTTIME/OVERTIME	0.00	0.00	2,000.00	0.0	0.00
613-00-50-10-1050	CONTRACTED SERVICE	0.00	0.00	1,800.00	0.0	0.00
613-00-50-10-1210	PERA	975.05	2,442.77	12,790.00	19.0	3,230.40
613-00-50-10-1220	FICA	796.75	1,996.11	20,225.00	9.8	2,623.96
613-00-50-10-1250	MEDICARE	186.33	466.82	4,730.00	9.8	613.68
613-00-50-10-1310	HEALTH INSURANCE	3,544.00	10,272.00	42,790.00	24.0	14,000.00

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CITY OF GRAND RAPIDS  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL  
 FOR 3 PERIODS ENDING MARCH 31, 2025

FUND: POKEGAMA GOLF COURSE

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
<b>EXPENSES</b>						
<b>GENERAL ADMINISTRATION</b>						
<b>PERSONNEL</b>						
613-00-50-10-1330	LIFE INSURANCE	5.11	15.33	52.00	29.4	20.35
613-00-50-10-1335	DENTAL INSURANCE	0.00	0.00	0.00	0.0	0.00
613-00-50-10-1345	OPEB	0.00	0.00	0.00	0.0	0.00
613-00-50-10-1420	UNEMPLOYMENT	0.00	0.00	910.00	0.0	1,475.65
613-00-50-10-1510	WORKERS COMPENSATION	697.59	2,092.77	5,000.00	41.8	1,194.33
<b>TOTAL PERSONNEL</b>		<b>19,205.70</b>	<b>49,856.33</b>	<b>414,512.00</b>	<b>12.0</b>	<b>68,848.27</b>
<b>SUPPLIES &amp; MATERIALS</b>						
613-00-50-20-2010	OFFICE SUPPLIES	229.74	404.85	1,673.00	24.1	1,181.45
613-00-50-20-2020	COPY SUPPLIES	0.00	7.31	25.00	29.2	0.00
613-00-50-20-2030	PRINTING & BINDING	0.00	0.00	5,000.00	0.0	588.43
613-00-50-20-2060	COMPUTER SUPPLIES	0.00	0.00	2,500.00	0.0	0.00
613-00-50-20-2075	ASSETS BETWEEN \$700-2,499	4,115.66	4,115.66	5,000.00	82.3	3,357.16
613-00-50-20-2090	INVENTORIAL SUPPLIES	0.00	0.00	1,000.00	0.0	0.00
613-00-50-20-2100	OPERATING SUPPLIES	97.19	188.58	9,500.00	1.9	1,084.91
613-00-50-20-2120	MOTOR FUELS	0.00	687.76	17,284.00	3.9	0.00
613-00-50-20-2130	LUBRICANTS	81.20	203.01	411.00	49.3	0.00
613-00-50-20-2150	MAINT/EQUIPMENT SUPPLIES	134.56	188.94	9,020.00	2.0	883.45
613-00-50-20-2180	UNIFORM/CLOTHING/SAFETY	368.32	368.32	7,500.00	4.9	2,392.56
613-00-50-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	377.00	0.0	0.00
613-00-50-20-2210	EQUIPMENT PARTS	969.91	5,945.87	20,000.00	29.7	3,714.75
613-00-50-20-2285	TURF MAINTENANCE	0.00	0.00	7,939.00	0.0	0.00
613-00-50-20-2290	FLOWERS	0.00	0.00	4,743.00	0.0	0.00
613-00-50-20-2400	SMALL TOOLS	58.77	58.77	73.00	80.5	0.00
<b>TOTAL SUPPLIES &amp; MATERIALS</b>		<b>6,055.35</b>	<b>12,169.07</b>	<b>92,045.00</b>	<b>13.2</b>	<b>13,202.71</b>
<b>OTHER SERVICES &amp; CHARGES</b>						
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	9,375.00	0.0	0.00
613-00-50-30-3040	LEGAL SERVICES	0.00	0.00	0.00	0.0	0.00
613-00-50-30-3060	EXTERMINATOR SERVICE	0.00	0.00	1,000.00	0.0	0.00
613-00-50-30-3070	LAUNDRY/SOIL MATS	0.00	0.00	803.00	0.0	0.00
613-00-50-30-3090	JANITORIAL SERVICE	0.00	0.00	1,295.00	0.0	0.00
613-00-50-30-3100	OTHER CONTRACTED SERVICE	5,215.50	15,646.50	60,977.00	25.6	20,254.00
613-00-50-30-3210	TELEPHONE	218.55	664.05	3,690.00	17.9	813.81
613-00-50-30-3220	POSTAGE	0.00	0.00	130.00	0.0	0.00
613-00-50-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	0.00	290.00	0.0	3,276.36
613-00-50-30-3260	PROMOTIONS	0.00	0.00	0.00	0.0	0.00
613-00-50-30-3265	SNAG EXPENSES	0.00	0.00	0.00	0.0	0.00
613-00-50-30-3340	AUTO LICENSES	0.00	0.00	0.00	0.0	0.00

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CITY OF GRAND RAPIDS  
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 FOR 3 PERIODS ENDING MARCH 31, 2025

FUND: POKEGAMA GOLF COURSE

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
EXPENSES						
GENERAL ADMINISTRATION						
OTHER SERVICES & CHARGES						
613-00-50-30-3510	PUBLISHING & ADVERTISING	702.67	3,132.15	10,000.00	31.3	459.00
613-00-50-30-3610	GENERAL INSURANCE	982.00	2,946.00	8,488.00	34.7	3,171.00
613-00-50-30-3810	ELECTRICITY	0.00	4,277.46	28,106.00	15.2	4,728.74
613-00-50-30-3840	GARBAGE REMOVAL	487.05	1,461.15	3,563.00	41.0	1,173.11
613-00-50-30-3845	CABLE	0.00	0.00	0.00	0.0	0.00
613-00-50-30-3850	SEPTIC/SEWER	625.00	625.00	8,529.00	7.3	0.00
613-00-50-30-3860	HEAT-NATURAL GAS	224.32	984.64	2,536.00	38.8	851.07
613-00-50-30-4000	MAINTENANCE CONTRACTS	0.00	1,187.60	10,020.00	11.8	4,508.59
613-00-50-30-4010	BUILDING MAINT/REPAIR	278.66	1,561.33	8,015.00	19.4	4,548.10
613-00-50-30-4020	COMPUTER MAINTENANCE	0.00	66.51	1,595.00	4.1	0.00
613-00-50-30-4025	GOLF SIMULATOR EXPENSES	6,584.13	11,332.26	32,000.00	35.4	17,660.21
613-00-50-30-4050	IRRIGATION MAINT/REPAIRS	0.00	958.35	3,629.00	26.4	0.00
613-00-50-30-4070	GEN'L EQUIP MAINT/REPAIR	0.00	0.00	11,261.00	0.0	3,574.53
613-00-50-30-4075	FIXTURE/FURNITURE MAINT/REPAIR	0.00	0.00	14,000.00	0.0	0.00
613-00-50-30-4080	FERTILIZER/CHEMICALS	0.00	0.00	41,878.00	0.0	0.00
613-00-50-30-4085	TREE MAINTENANCE	0.00	0.00	3,131.00	0.0	0.00
613-00-50-30-4090	COURSE IMPROVEMENTS	0.00	0.00	340.00	0.0	0.00
613-00-50-30-4150	EQUIPMENT RENTALS	45.48	136.44	2,788.00	4.8	0.00
613-00-50-30-4155	WINTER STORAGE	0.00	2,350.00	1,845.00	127.3	2,100.00
613-00-50-30-4320	MC/VISA BANK CHARGES	219.89	696.79	20,091.00	3.4	1,631.44
613-00-50-30-4323	MISCELLANEOUS	0.00	0.00	0.00	0.0	5,000.00
613-00-50-30-4325	CASH SHORT AND OVER	(0.24)	0.04	0.00	(100.0)	(1.24)
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	0.00	575.00	0.0	0.00
613-00-50-30-4330	DUES & SUBSCRIPTIONS	993.70	4,407.31	14,000.00	31.4	2,482.31
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	0.00	3,351.00	0.0	2,847.00
613-00-50-30-4350	4TH OF JULY EXPENSES	0.00	0.00	465.00	0.0	0.00
613-00-50-30-4380	CLUBHOUSE LOAN REPAYMENT	0.00	0.00	0.00	0.0	0.00
613-00-50-30-4390	GOLF CART MAINTENANCE/REPAIR	5,106.40	5,106.40	5,000.00	102.1	1,024.80
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	6,951.00	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	13,179.59	39,538.79	156,475.00	25.2	38,160.16
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	0.00	0.0	0.00
TOTAL OTHER SERVICES & CHARGES		34,862.70	97,078.77	476,192.00	20.3	118,284.24
TOTAL GENERAL ADMINISTRATION		60,123.75	159,104.17	982,749.00	16.1	200,335.22
TOTAL EXPENSES:		60,123.75	159,104.17	982,749.00	16.1	200,335.22



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CITY OF GRAND RAPIDS  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH ACT. WITH FYTD AND FY BUDGET WITH PYTD ACTUAL  
 FOR 3 PERIODS ENDING MARCH 31, 2025

FUND: POKEGAMA GOLF COURSE

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
-----						
TOTAL FUND REVENUES		33,319.34	60,183.12	1,064,625.00	5.6	167,303.66
TOTAL FUND EXPENSES		60,123.75	159,104.17	982,749.00	16.1	200,335.22
FUND SURPLUS (DEFICIT)		(26,804.41)	(98,921.05)	81,876.00	(120.8)	(33,031.56)

**CITY OF GRAND RAPIDS - POKEGAMA GOLF COURSE**  
**Statement of Income and Expenses**  
**MARCH 31, 2025 TO MARCH 31, 2021**

	YTD THROUGH 3/31/2025	YTD THROUGH 3/31/2024	YTD THROUGH 3/31/2023	YTD THROUGH 3/31/2022	YTD THROUGH 3/31/2021
Operating Revenues:					
Season Passes	\$ 31,129	\$ 62,096	\$ 57,988	\$ 38,432	\$ 60,100
Green Fees	-	1,761			510
Ancillaries	29,055	46,729	42,350	34,972	18,029
Total Operating Revenues	<u>60,183</u>	<u>110,585</u>	<u>100,339</u>	<u>73,403</u>	<u>78,639</u>
Operating Expenses:					
Personnel	49,856	68,848	50,596	44,423	31,955
Materials and Supplies	12,169	13,203	10,621	15,872	6,971
Other Services & Charges	57,540	80,124	51,297	45,919	35,166
Total Operating Expenses	<u>119,565</u>	<u>162,175</u>	<u>112,514</u>	<u>106,213</u>	<u>74,092</u>
OPERATING INCOME (LOSS)	<u>(59,382)</u>	<u>(51,590)</u>	<u>(12,175)</u>	<u>(32,810)</u>	<u>4,547</u>
Nonoperating Revenues	-	56,718	13,901	8,399	247
Concessionaire Lease	-	-	-	2,000	-
Contributions	-	-	7,500	-	32,000
Debt Principal Payment	-	-	-	-	-
Depreciation	(39,539)	(38,160)	(31,257)	(29,034)	(25,683)
NET INCOME (LOSS)	<u>\$ (98,921)</u>	<u>\$ (33,032)</u>	<u>\$ (22,031)</u>	<u>\$ (51,445)</u>	<u>\$ 11,110</u>

**CITY OF GRAND RAPIDS  
POKEGAMA GOLF COURSE**

**SCHEDULE OF BUDGET VS ACTUAL REVENUE AND EXPENSES  
For the Period Ended March 31, 2025  
With Comparative Actual Amounts for the Period Ended March 31, 2024**

	2025 BUDGET	2025		% OF BUDGET	2024 ACTUAL
		ACTUAL	OVER (UNDER) BUDGET		
<b>Operating Revenues</b>					
Season Passes	\$ 236,689	\$ 31,129	\$ (205,560)	13%	\$ 62,096
Green Fees	447,405	-	(447,405)	0%	28,030
Ancillary	329,781	29,055	(300,726)	9%	20,460
Total Revenues	1,013,875	60,183	(953,692)	6%	110,585
<b>Operating Expenses</b>					
Personnel	414,512	49,856	(364,656)	12%	68,848
Materials and Supplies	92,045	12,169	(79,876)	13%	13,203
Other Services & Charges	319,717	57,540	(262,177)	18%	80,124
Total Expenses	826,274	119,565	(706,709)	14%	162,175
<b>OPERATING INCOME (LOSS)</b>	187,601	(59,382)	(246,983)		(51,590)
Nonoperating Revenues	32,750	-	(32,750)	0%	56,718
Concessionaire Lease	18,000	-	(18,000)	0%	-
Contributions	-	-	-	0%	-
Operating Transfer In	-	-	-	0%	-
Debt Principal Payment	(49,239)	-	49,239	0%	-
Depreciation	(156,475)	(39,539)	116,936	25%	(38,160)
<b>NET INCOME</b>	\$ 32,637	\$ (98,921)	(131,558)		\$ (33,032)

FUND: POKEGAMA GOLF COURSE  
 FOR 3 PERIODS ENDING MARCH 31, 2025

ACCOUNT #	DESCRIPTION	BALANCE 01/01/25	NET DEBITS	NET CREDITS	BALANCE 03/31/25
<b>ASSETS</b>					
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	41,984.47	41,984.47	0.00
613-00-00-00-1010	CASH	330,342.82	48,855.28	144,658.42	234,539.68
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
613-00-00-00-1041	UNREALIZED FAIR VALUE-INVSTMT	0.00	0.00	0.00	0.00
613-00-00-00-1150	ACCOUNTS RECEIVABLE	974.66	13,422.00	5,087.73	9,308.93
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
613-00-00-00-1400	P VALUE - LEASE RECEIVABLE	18,898.00	0.00	0.00	18,898.00
613-00-00-00-1410	INVENTORY	0.00	0.00	0.00	0.00
613-00-00-00-1550	PREPAID EXPENSES	12,621.10	0.00	8,979.45	3,641.65
613-00-00-00-1551	PREPAID INSURANCE	3,434.37	20,154.06	8,473.14	15,115.29
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	1,319,020.39	15,914.09	9,781.60	1,325,152.88
613-00-00-00-1621	ACCUMULATED DEPR	(2,075,760.11)	0.00	39,538.79	(2,115,298.90)
613-00-00-00-1630	BUILDING/BLDG IMPROVEMENTS	1,622,947.55	0.00	0.00	1,622,947.55
613-00-00-00-1640	OTHER IMPROVEMENTS	981,201.45	0.00	0.00	981,201.45
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	61,440.94	5,031.19	56,409.75
<b>TOTAL</b>		<b>3,089,185.93</b>	<b>201,770.84</b>	<b>263,534.79</b>	<b>3,027,421.98</b>
<b>TOTAL ASSETS</b>		<b>3,089,185.93</b>	<b>201,770.84</b>	<b>263,534.79</b>	<b>3,027,421.98</b>

**LIABILITIES AND FUND EQUITY**  
**LIABILITIES**

613-00-00-00-2020	ACCOUNTS PAYABLE	30,392.23	157,265.34	140,466.10	13,592.99
613-00-00-00-2022	GIFT CARDS OUTSTANDING	15,448.14	640.00	232.00	15,040.14
613-00-00-00-2023	RAIN CHECKS OUTSTANDING	1,267.14	0.00	0.00	1,267.14
613-00-00-00-2025	DUE TO MEN'S CLUB	295.00	0.00	149.00	444.00
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
613-00-00-00-2120	DUE TO COMPONENT UNIT-PUC	0.00	0.00	0.00	0.00
613-00-00-00-2125	ADVANCE FROM OTHER FUND	204,714.58	0.00	0.00	204,714.58
613-00-00-00-2140	COMPENSATED ABSENCES PAYABLE	14,766.00	0.00	0.00	14,766.00
613-00-00-00-2150	ACCRUED INTEREST	4,076.00	0.00	0.00	4,076.00
613-00-00-00-2160	ACCRUED WAGES PAYABLE	4,508.24	4,508.24	0.00	0.00

Item 2.

FUND: POKEGAMA GOLF COURSE  
 FOR 3 PERIODS ENDING MARCH 31, 2025

ACCOUNT #	DESCRIPTION	BALANCE 01/01/25	NET DEBITS	NET CREDITS	BALANCE 03/31/25
<b>LIABILITIES</b>					
613-00-00-00-2166	OPEB LIABILITY	0.00	0.00	0.00	0.00
613-00-00-00-2168	P VALUE - DFD INFLOWS - LEASE	18,898.00	0.00	0.00	18,898.00
613-00-00-00-2215	DEFERRED REV-PREPD MEMBER ACCT	4,635.49	0.00	0.00	4,635.49
613-00-00-00-2220	DEFERRED REVENUE	251.67	476.67	0.00	(225.00)
613-00-00-00-2281	DUE TO PRO SHOP	0.00	0.00	0.00	0.00
613-00-00-00-2282	DUE TO POKEGAMA GRILL	0.00	683.56	683.56	0.00
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	2,211.65	5,002.15	2,790.50
613-00-00-00-2520	USE TAX PAYABLE	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>299,252.49</b>	<b>165,785.46</b>	<b>146,532.81</b>	<b>279,999.84</b>
<b>TOTAL LIABILITIES</b>		<b>299,252.49</b>	<b>165,785.46</b>	<b>146,532.81</b>	<b>279,999.84</b>
<b>FUND EQUITY</b>					
613-00-00-00-2950	RESERVE FOR ENCUMBRANCES	0.00	5,031.19	61,440.94	56,409.75
613-00-00-00-3010	NET ASSETS	2,789,933.44	0.00	0.00	2,789,933.44
<b>TOTAL</b>		<b>2,789,933.44</b>	<b>5,031.19</b>	<b>61,440.94</b>	<b>2,846,343.19</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>0.00</b>	<b>98,921.05</b>	<b>0.00</b>	<b>(98,921.05)</b>
<b>TOTAL FUND EQUITY</b>		<b>2,789,933.44</b>	<b>103,952.24</b>	<b>61,440.94</b>	<b>2,747,422.14</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		<b>3,089,185.93</b>	<b>269,737.70</b>	<b>207,973.75</b>	<b>3,027,421.98</b>



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR BOARD ACTION

**AGENDA DATE:** Wednesday, April 16, 2025  
**AGENDA ITEM:** Consider approving changes to Family Pass  
**PREPARED BY:** Kimberly Gibeau

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### **BACKGROUND:**

The current Family Pass is described as:  
Family Pass (same household, plus two golfers under 18)

Staff is recommending language be updated as follows:  
Family Pass (same household, plus dependents ages 10 – 22)

Any changes approved by the board will become effective immediately.

### **REQUESTED BOARD ACTION:**

Make a motion to approve changing language description of season Family Pass to read Family Pass (same household, plus dependents ages 10 – 22).



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR BOARD ACTION

**AGENDA DATE:** Wednesday, April 16, 2025

**AGENDA ITEM:** Consider approving changes to Junior Golf Tee Time Policy

**PREPARED BY:** Kimberly Gibeau

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### **BACKGROUND:**

Current tee time policy for Junior Golfers allows for junior golfers to make tee times 'day of' dependent on availability. Staff is recommending updating the policy to read as follows:

Juniors may make tee times up to 48 hours in advance over the phone or in person.

Any changes approved by the board will become effective immediately.

### **REQUESTED BOARD ACTION:**

Make a motion to approve changing Junior Golf Tee Time Policy to allow juniors to schedule tee times up to 48 hours in advance, by phone or in person.



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR BOARD ACTION

**AGENDA DATE:** Wednesday, April 16, 2025

**AGENDA ITEM:** Consider request to increase salary for Assistant Varsity Golf Coaches.

**PREPARED BY:** Kimberly Gibeau

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### **BACKGROUND:**

Assistant Varsity Golf Coaches are currently funded out of Trackman Simulator revenue at the rate of \$1,500 per season. Emma Petermeier is the assistant coach for the girls' varsity team and has submitted a letter of request (attached) for an increase in salary to \$3,000 beginning the 2025 season. Also included for review is the current salaries for ISD 318 coaching staff.

### **REQUESTED BOARD ACTION:**

Make a motion to approve or deny request for increase in Assistant Varsity Coaches Salary from \$1500 to \$3000 per season.



Pokegama Golf Course Board Members,

My name is Emma Petermeier and I am the Assistant Girls Varsity Golf Coach. This is my fourth year coaching the team along with Head Coach, Mikki Kromy. I have an extreme passion for coaching youth of all ages the wonderful sport of golf. Since Mikki and I have started coaching, we have seen a great increase in participation on our team. Our highest number being 17 girls in the 2022-2023 season. That being said, golf is one of the only two sports that do not have an assistant coach paid position by the school district. Pokegama Golf Course has been very generous the last few years by taking funds from the Trackman Simulator to pay my coaching salary. I am extremely thankful for this. The net payment has been \$1,500.00.

I am requesting an increase in salary due to the amount of work I miss coaching. I want to continue to coach to allow our golf team to attend more meets and gain more experience, but the financial impact is making it difficult to continue. I wanted to give you an idea of my duties to better understand my position.

- I attend practice four days a week for two hours (once we can get outside).
- I give individualized instruction to 10 golfers.
- Team management (10 high school girls.... enough said).
- I manage the tee time reservations for all playing days for the girls.
- I will attend 13 golf meets this season, our closest travel being Mesaba Country Club in Hibbing, MN and our furthest travel being Oak Glen Golf Course in Stillwater, MN.
- I completed two different MSHSL training sessions.

Without an assistant coach, the golf team would see a decrease in the number of meets the team would be able to attend due to the head coach not being able to get the girls there every time on her own and decreased individualized instruction. Overall this would mean more work for the head coach to complete basic transportation, team management, home meet organization, and much more.

Attached is the coaching salaries for ISD #318. I am requesting a net amount of \$3,000.00 for my coaching salary, or whatever amount the board feels comfortable with. I thank you very much for your time and consideration on this.

- Emma Petermeier

## Grand Rapids High School Coaching Positions

	2023/24	2024/25	
<b>Baseball</b>			
Head Coach	\$7,342	\$7,489	(85% of base figure)
Assistant Coach	\$4,772	\$4,868	(65% head coach)
7th Grade Coach	\$2,937	\$2,996	(40% of head coach)
8th Grade Coach	\$2,937	\$2,996	(40% of head coach)
<b>Basketball</b>			
Head Coach	\$8,638	\$8,811	(100% of base figure)
Assistant Coach	\$5,615	\$5,727	(65% of head coach)
9th Grade Coach	\$4,319	\$4,406	(50% of head coach)
7th Grade Coach	\$3,455	\$3,524	(40% of head coach)
8th Grade Coach	\$3,455	\$3,524	(40% of head coach)
<b>Football</b>			
Head Coach	\$8,638	\$8,811	(100% of base figure)
Assistant Coach I	\$5,615	\$5,727	(65% of head coach)
Assistant Coach II	\$4,319	\$4,406	(50% of head coach)
B Squad Coach	\$5,183	\$5,287	(60% of head coach)
B Assistant Coach	\$4,751	\$4,846	(55% of head coach)
9th Grade Coach	\$4,319	\$4,406	(50% of head coach)
7th Grade Coach	\$3,455	\$3,524	(40% of head coach)
8th Grade Coach	\$3,455	\$3,524	(40% of head coach)
<b>Hockey</b>			
Head Coach	\$8,638	\$8,811	(100% of base figure)
Assistant Coach	\$5,615	\$5,727	(65% of head coach)
B Squad Coach	\$5,183	\$5,287	(60% of head coach)
<b>Lacrosse</b>			
Head Coach (Boys)	\$5,183	\$5,287	(60% of base figure)
Head Coach (Girls)	\$5,183	\$5,287	(60% of base figure)
Assistant Coach (Boys)	\$3,369	\$3,437	(65% of head coach)
Assistant Coach (Girls)	\$3,369	\$3,437	(65% of head coach)
<b>Soccer</b>			
Head Coach	\$5,183	\$5,287	(60% of base figure)
Assistant Coach	\$3,369	\$3,437	(65% of head coach)
<b>Softball</b>			
Head Coach	\$7,342	\$7,489	(85% of base figure)
Assistant Coach	\$4,772	\$4,868	(65% of head coach)
7th Grade Coach	\$2,937	\$2,996	(40% of head coach)
8th Grade Coach	\$2,937	\$2,996	(40% of head coach)
<b>Swimming</b>			
Head Coach	\$7,342	\$7,489	(85% of base figure)
Assistant Coach	\$4,772	\$4,868	(65% of head coach)
Middle School Coach	\$2,937	\$2,996	(40% of head coach)
<b>Tennis</b>			
Head Coach	\$5,183	\$5,287	(60% of base figure)
Middle School Coach	\$2,073	\$2,115	(40% of head coach)
<b>Track</b>			
Head Coach	\$7,342	\$7,489	(85% of base figure)
Assistant Coach I	\$4,772	\$4,868	(65% of head coach)

	2023/24	2024/25	
Assistant Coach II	\$3,671	\$3,745	(50% of head coach)
B Squad Coach	\$3,671	\$3,745	(50% of head coach)
Middle School Coach	\$3,671	\$3,745	(50% of head coach)
<b>Wrestling</b>			
Head Coach	\$8,638	\$8,811	(100% of base figure)
Assistant Coach	\$5,615	\$5,727	(65% of head coach)
9th Grade Coach	\$4,319	\$4,406	(50% of head coach)
<b>Volleyball</b>			
Head Coach	\$7,342	\$7,489	(85% of base figure)
Assistant Coach	\$4,772	\$4,868	(65% of head coach)
9th Grade Coach	\$3,671	\$3,745	(50% of head coach)
8th Grade Coach	\$2,937	\$2,996	(40% of head coach)
7th Grade Coach	\$2,937	\$2,996	(40% of head coach)
<b>Cross Country Running</b>			
Head Coach	\$5,615	\$5,727	(65% of base figure)
Assistant Coach	\$3,650	\$3,723	(65% of head coach)
<b>Golf</b>			
Head Coach (Boys)	\$3,455	\$3,524	(40% of base figure)
Head Coach (Girls)	\$3,455	\$3,524	(40% of base figure)
Middle School Boys/Girls Coach	\$2,246	\$2,291	(65% of head coach)
<b>Nordic Skiing</b>			
Head Coach	\$4,319	\$4,406	(50% of base figure)
Assistant Coach	\$2,807	\$2,864	(65% of head coach)
Head Strength Coach (full year = season)	\$8,638	\$8,811	(100% of base figure)

### Bigfork Secondary Coaching Positions

	2023/24	2024/25	
<b>Track</b>			
Head Coach	\$6,608	\$6,740	(90% of GR Track&Field)
Middle School (Boys/Girls)	\$3,304	\$3,370	(50% of head coach)
<b>Basketball</b>			
Head Coach	\$7,774	\$7,930	(90% of GR Basketball)
Assistant Coach	\$5,053	\$5,155	(65% of head coach)
Junior High Coach	\$3,887	\$3,965	(50% of head coach)
<b>Football</b>			
Head Coach	\$7,774	\$7,930	(90% of GR Football)
Assistant Coach	\$5,053	\$5,155	(65% of head coach)
B Squad Coach	\$4,664	\$4,758	(60% of head coach)
JH Coach	\$3,110	\$3,172	(40% of head coach)
<b>Golf</b>			
Head Coach	\$3,110	\$3,172	(90% of GR Golf)
<b>Volleyball</b>			
Head Coach	\$6,608	\$6,740	(90% of GR Volleyball)
Assistant Coach	\$4,295	\$4,381	(65% of head coach)
Junior High Coach	\$2,643	\$2,696	(40% of head coach)



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR BOARD ACTION

**AGENDA DATE:** April 16, 2025

**AGENDA ITEM:** Consider agreement with Noteefy Inc. software subscription and forward to City Council for consideration.

**PREPARED BY:** Kimberly Gibeau

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### **BACKGROUND:**

The Pokegama Golf Course would like to execute an agreement with Noteefy Inc., subscribing to a new software platform for online scheduling of services. The annual cost for the program is \$5,000, plus applicable sales/use tax. Agreement is attached for review.

### **REQUESTED BOARD ACTION:**

Make a motion to recommend the City Council approve agreement with Noteefy, Inc. subscription for \$5,000 per year plus applicable sales/use tax.



**Date:** March 13, 2025  
**Valid Through:** April 29, 2026  
**Proposed By:** Scott Low  
**Email:** scott@noteefy.app

**Noteefy, Inc.**  
22543 Ventura Blvd  
Ste 220 PMB1136  
Woodland Hills, CA  
91364

**Pokegama Golf Course**  
3910 Golf Course Road  
Grand Rapids, MN 55744  
United States

Subscription Start Date: April 30, 2025  
Subscription End Date: April 29, 2026  
Billing Frequency: Annual  
Payment Method: CC  
Payment Terms: Due Upon Receipt

Billing Contact:  
Tom Beaudry  
tbeaudry@grandrapidsmn.gov

Software Subscriptions Year One	Start Date	End Date	Qty.	Subscription Price
<b>Noteefy License:</b> <ul style="list-style-type: none"> <li>• Full access to Noteefy platform</li> <li>• Ongoing chat, phone, email support, product updates, upgrades, and maintenance</li> <li>• Full deployment, onboarding, and dedicated customer success resource</li> </ul>	04/30/2025	04/29/2026	1	USD \$5,000.00 / 1  <b>USD \$5,000.00</b>

**NET TOTAL AMOUNT YEAR 1: \$5,000 USD**

Pricing does not include applicable taxes

This agreement ("Agreement") is entered into as (the "Effective Date") between Noteefy, Inc. ("Noteefy"), and the customer listed above ("Customer"). This Agreement includes and incorporates (i) the below Order Form, (ii) any Order Forms previously or subsequently entered by the parties, and (iii) Noteefy's standard Enterprise Terms, which are set forth at <https://noteefy.app/msla> and all of which are in each case hereby incorporated by reference. This Agreement contains, among other things, warranty disclaimers, liability limitations and use limitations.

**Noteefy Inc:**

**Pokegama Golf Course:**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Name (Print): \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR BOARD ACTION

**AGENDA DATE:** April 16, 2025

**AGENDA ITEM:** Consider recommending the City Council approve equipment lease with MTI Distributing.

**PREPARED BY:** Kimberly Gibeau

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### BACKGROUND:

Based upon discussion at previous Board meetings, staff have obtained a quote from MTI Distributing for a contract package lease in the total amount of \$358,783.85. Board should review the quote with options and consider a motion to recommend approval.

### REQUESTED BOARD ACTION:

Make a motion to approve or deny recommending MTI Distributing quote to the City Council for entire equipment package for Pokegama Golf Course.



MTI Distributing  
Equipment Quote  
March 24, 2025



Steve Ross  
Pokegama Golf Course

Quote Expiration Date: 4/23/2025

**MINNESOTA STATE CONTRACT PACKAGE\* PRICING - CONTRACT #243333**

Qty	Model Number	Description	Quote Price Each	Quote Price Extended
2	03910	Reelmaster 3550-D	\$40,827.54	\$81,655.08
10	03485	18 Inch 8-Bld (RR) Radial Reel Edgeseries	\$3,350.88	\$33,508.80
2	03916	Rear Roller Brush ONLY Kit (18 Inch)	\$4,271.28	\$8,542.56
2	CM535-03910	TPP 60 Months 3500 Hours Comprehensive	\$4,953.73	No Charge
20	SSF	Standard Set Up Fee @ \$135.00/hour	\$2,700.00	No Charge
1	30807	Groundsmaster 3500-D	\$44,985.72	\$44,985.72
1	CM535-30807	TPP 60 Months 3500 Hours Comprehensive	\$2,729.15	No Charge
4	SSF	Standard Set Up Fee @ \$135.00/hour	\$540.00	No Charge
1	04358	Greensmaster 3150-Q	\$32,476.08	\$32,476.08
3	04656	14 Blade Cutting Unit	\$3,162.12	\$9,486.36
3	04255	Narrow Wiehle Roller (One roller)	\$356.46	\$1,069.38
1	CM535-04358	TPP 60 Months 3500 Hours Comprehensive	\$1,970.20	No Charge
8	SSF	Standard Set Up Fee @ \$135.00/hour	\$1,080.00	No Charge
1	08743	Sand Pro 3040	\$20,482.80	\$20,482.80
1	08714	Manual Blade (40 Inch)	\$1,788.54	\$1,788.54
1	08751	QAS Tooth Rake	\$1,809.60	\$1,809.60
1	CM535-08743	TPP 60 Months 3500 Hours Comprehensive	\$1,242.62	No Charge
12	SSF	Standard Set Up Fee @ \$135.00/hour	\$1,620.00	No Charge
1	44552	Pro Force Debris Blower	\$10,447.32	\$10,447.32
1	CM535-44552	TPP 60 Months 3500 Hours Comprehensive	\$633.82	No Charge
3	SSF	Standard Set Up Fee @ \$135.00/hour	\$405.00	No Charge
1	30609	Groundsmaster 4000-D (T4)	\$87,269.52	\$87,269.52
1	30422	Leaf Mulching Kit	\$1,635.66	\$1,635.66
1	31522	4WD Flow Divider Kit	\$518.70	\$518.70
1	CM535-30609	TPP 60 Months 3500 Hours Comprehensive	\$3,706.00	No Charge
6	SSF	Standard Set Up Fee @ \$135.00/hour	\$810.00	No Charge

\*Package Toro Protection Plus free goods based on the purchase of all quoted equipment.

Equipment Total	\$335,676.12
6.875% Sales Tax	\$23,077.73
<b>Total</b>	<b>\$358,753.85</b>

CONTINUED ON PAGE 2





# Pokegama Golf Course

Equipment Package Proposal March 2025



<b>Equipment Package Proposal Total (including tax):</b>	<b>\$358,753.85</b>
<b>Optional FMV Lease available through Huntington Bank Equipment Finance:</b>	
<b>5-Year Term, 60 Monthly Payments:</b>	<b>\$5,725.99</b>
<b>6-Year Term, 72 Monthly Payments:</b>	<b>\$5,488.20</b>

<b><u>Additional Offerings Included with Entire Package Purchase:</u></b>	
<ul style="list-style-type: none"> <li><b>TPP 60 Months 3600 Hours Comprehensive</b> (2 years Standard Warranty, 3 Years Toro Protection Plus)</li> </ul>	<b>\$16,824.00</b>
<b>No Charge Offerings Included with Exclusive Package Purchase</b>	<b>\$16,824.00 Value</b>

**Josh Kravik**  
**Outside Sales Representative**  
763-670-2799

**Karen Wangenstein**  
**Inside Sales Representative**  
763-592-5643

MTI Distributing, Inc. • 4830 Azelia Ave. N. #100 • Brooklyn Center, MN 55429



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR BOARD ACTION

**AGENDA DATE:** April 16, 2025

**AGENDA ITEM:** Consider recommending accepting low quote for purchase of communication package from Roger's Two Way Radio.

**PREPARED BY:** Kimberly Gibeau

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### BACKGROUND:

Staff requested and received two quotes for a communication package consisting of 15 two way radios including needed accessories to allow for better communication between golf course staff. Both quotes are attached for your review. Based on quotes received, staff is recommending approval of Roger's Two Way Radio in the amount of \$9,416.05.

### REQUESTED BOARD ACTION:

Make a motion to approve or deny recommendation to the City Council for accepting the low quote for purchasing communication package from Roger's Two Way Radio for the total amount of \$9,416.05.

**Roger's Two Way Radio**

Phone: (218) 751-3077  
 Fax: (218) 751-0508  
 102 Lincoln Avenue SE  
 Bemidji, MN 56601



Item 8.

No.: **13511**  
 Date: 3/3/2025

Prepared for:  
 Tom Beaudry (218) 326-3444  
 City of Grand Rapids  
 Bemidji, MN USA

Prepared by: Terrance Laborde  
 Account No.: 11445

Quantity	Part Number	Description	UOM	Discount	Sell	Total
15		TP3300 136-174M Package No charger	EA	\$0.00	\$425.75	\$6,386.25
15		Front Cover, TP3000, 4-Key, Blk	EA	\$0.00	\$46.00	\$690.00
3		Charger, TP3000, Single & Plugpack	EA	\$0.00	\$49.84	\$149.52
2		TP3000 Charger 6-bank	EA	\$0.00	\$277.00	\$554.00
15.00		Program radio level 1	EA	\$0.00	\$65.00	\$975.00

<b>Your Price:</b>	<b>\$8,754.77</b>
Sales Tax	\$661.28
<b>SubTotal:</b>	<b>\$9,416.05</b>
<b>Total:</b>	<b>\$9,416.05</b>

Prices are firm until 5/2/2025

Terms: Net 30

**Prepared by:** Terrance Laborde, tlaborde@rogerstwoway.com

**Date:** 3/3/2025

**Accepted by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Disclaimer**

This quote is the property of Roger's Two Way Radio and is provided for the sole purpose of purchasing products and services from Roger's Two Way Radio. This document may not be used as a bid specification in any way and should remain confidential. Freight charges are an estimate and the actual charges will be billed. If you have a freight account for shipping collect, please let us know.



Please review the following quote

**Motorola Portables**

Quote # SV007378  
Version 1

Prepared for:

**Pokegama Golf Course**

Tom Beaudry  
tbeaudry@grandrapidsmn.gov



Portable XPR3000e

\* Contains Optional Items

Description	Price	Qty	Ext. Price
Portable XPR3300e UHF 403-512Mhz 4 Watts 16 Channels Digital	\$923.00	14	\$12,922.00
Antenna Portable XPR UHF 440-490Mhz Stubby	\$0.00	14	\$0.00
Battery XPR 2100Mah IMPRES Li-Ion	\$100.00	7*	\$700.00
ACCESSORY,ACCESSORY,CHARGER,IMPRES MUC W/DISPLAY - US/NA PLUG	\$632.00	1*	\$632.00
Bulk Packaging	\$0.00	1	\$0.00
DSC Promo Valid Until June 30th 2025	(\$1,750.00)	1	(\$1,750.00)

\* Optional Subtotal: **\$1,332.00**

Subtotal: **\$11,172.00**

Services

Description	Price	Qty	Ext. Price
Code Plug Creation, Programming Digital/TRBO	\$135.00	1	\$135.00
Cloning of Each Additional Portable	\$10.00	13	\$130.00

Subtotal: **\$265.00**

## Motorola Portables



**Prepared by:**

**1 - Superior**

Scott Visger  
(715) 392-2911  
Fax 715-392-2995  
svisger@dsccommunications.com

**Prepared for:**

**Pokegama Golf Course**

3910 Golf Course Rd  
Grand Rapids, MN  
Tom Beaudry  
2183263444  
tbeaudry@grandrapidsmn.gov

**Quote Information:**

**Quote #: SV007378**

Version: 1  
Delivery Date: 03/26/2025  
Expiration Date: 04/23/2025

## Quote Summary

Description	Amount
Portable XPR3000e	\$11,172.00
Services	\$265.00
<b>Subtotal:</b>	<b>\$11,437.00</b>
<b>Shipping:</b>	<b>\$90.00</b>
<b>Total:</b>	<b>\$11,527.00</b>

## \*Optional Expenses

Description	One-Time
Portable XPR3000e	\$1,332.00
<b>Optional Subtotal:</b>	<b>\$1,332.00</b>

Taxes, shipping, handling and other fees may apply. 3% Processing Fee will be accessed on all credit card transactions. We reserve the right to cancel orders arising from pricing or other errors.



**Clarifications & Exclusions - Quotes**

**General Work Terms:**

1. All work will be performed during normal business hours - *Monday through Friday, 8:00am to 5:00pm* - unless otherwise agreed upon by both parties.
2. Customer will maintain a clean, safe, and efficient work environment.
3. Permits and associated fees are not included in DSC Communications' proposal pricing.
4. Customer will provide a secured area to store/stage project-related materials.
5. Customer acknowledges that supply-chain and shipping difficulties may result in unavoidable delays/cost increases. Customer agrees to provide DSC with reasonable extensions of time and DSC agrees to make efforts to avoid or minimize delays. Customer further acknowledges that these difficulties may result in increases to DSC's quoted pricing. Customer agrees to pay any increases.
6. Changes to scope of work, or departures from initial planning that arise during or after deployment, may be assessed by DSC as a change-order and invoiced appropriately.
7. Returns may be subject to a restocking fee.

**Customer Responsibilities:**

1. Customer will provide current blueprints/floor plans for identification of cabling routes.
2. Where installations use customer-premise wiring or the wiring/cabling is installed by others, all wiring shall be properly installed, free from defects, and capable of supporting the new equipment. Time and materials used to troubleshoot and repair wiring issues may be considered beyond scope and subject to invoicing.
3. Project Manager(s): Customer shall assign project manager(s) to make decisions for equipment installation and placement.
4. Network/Technology Manager: Due to the complexity of network integration practices and security policies, someone empowered to make customer-premise network decisions and verifications must be assigned, and available to the technicians on-site.

**Exclusions (unless otherwise specifically stated in proposal):**

- Electrical work to panels, breakers, or electrical outlets.
- Installation conduit or cable raceway.
- Rental/provision of aerial lifts or scaffolding.
- Interconnections to other devices (such as burglar alarm or fire annunciator panels).
- Vertical or horizontal core drilling holes exceeding 3/4" in diameter or 12" in depth.
- Removal of old wiring or devices.
- Application Programming Interface (API) integration to other network devices.
- Customer-premise network reconfigurations to routers, switches, firewalls, etc.
- Replacement of ceiling tiles, millwork, paint, or other finishing/fine detail that may be disturbed during the normal course of work.

**1 - Superior**

**Pokegama Golf Course**

Signature: \_\_\_\_\_  
Name: Scott Visger  
Title: Client Strategy Specialist  
Date: 03/26/2025

Signature: \_\_\_\_\_  
Name: Tom Beaudry  
Date: \_\_\_\_\_

# MOTOTRBO™ XPR™ 3000e SERIES

YOU'RE MORE PRODUCTIVE, CONNECTED.

With this dynamic evolution of MOTOTRBO digital two-way radios, you're better connected, safer and more efficient. The XPR 3000e Series is designed for the everyday worker who needs effective communications. With systems support and loud, clear audio, these next-generation radios deliver cost-effective connectivity to your organization.

## CONNECTED

The MOTOTRBO XPR 3000e Series is a family of DMR-standard digital radios that delivers operations-critical voice communications. Bluetooth® audio lets you talk without wires and integrated Wi-Fi® enables remote software updates, giving you complete control of your radio fleet. With support for basic trunking as well as legacy analog technology, you can keep your organization connected as it grows.

## SAFE

The XPR 3000e Series is designed to enhanced safety in your organization, with the rapid response capability of instant push-to-talk communications. Even if a worker is unresponsive, you can remotely activate the radio to check status ensuring your worker is safe. Privacy options are available to protect your communications, and radios can be remotely disabled if they are misplaced. New HazLoc models are available for use in areas where flammable or explosive materials are present.

## EFFICIENT

With new noise cancellation technology and improved clarity, the XPR 3000e Series delivers excellent audio quality to make your workplace communications clearly intelligible. The latest energy technology delivers up to 28.5 hours of battery life for 3-shift working, and the optional IMPRES Over-the-Air Battery Management tool helps you maximize battery lifetime. An improved receiver boosts range by up to 8%, allowing you to reach further than ever.



## NEXT GENERATION FEATURES

- Integrated Wi-Fi®
- Over-the-air software updates
- Bluetooth® 4.0
- Enhanced audio quality
- Improved expandability
- Better battery life (up to 28.5 hours)
- Better range (up to 8%)
- Better waterproofing (IP67)
- HazLoc models available







CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## REQUEST FOR BOARD ACTION

**AGENDA DATE:** April 16, 2025

**AGENDA ITEM:** Consider recommendation to accept low quote from Wittek Golf Supply Specialists for purchase of beveled hazard stakes.

**PREPARED BY:** Kimberly Gibeau

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### **BACKGROUND:**

Staff have requested quotes, receiving two, for the purchase of 24” beveled hazard stakes in various colors for the golf course. Both quotes are attached for your review. Low quote is from Wittek Golf Supply Specialists in the total amount of \$11,387.22.

### **REQUESTED BOARD ACTION:**

Make a motion to approve or deny recommendation to Council to accept low and approve purchase of beveled hazard stakes from Wittek Golf Supply Specialists in the total amount of \$11,387.22, plus any additional freight not covered in the quote.



Wittek Golf Supply  
 300 Bond St.  
 Elk Grove Village IL 60007  
 United States  
 Phone (800) 869-1800  
 Fax (847) 412-9591

**#INV144979**

4/1/2025

Order **24/7** on [www.wittek golf.com](http://www.wittek golf.com)

**NEW:** [View invoices and statements](#)

**BILL TO**

Pokegama GC  
 City of Grand Rapids(MN)  
 3910 GOLF COURSE RD  
 GRAND RAPIDS MN 55744-9680  
 United States  
 (218) 326-3444

**SHIP TO**

Pokegama GC  
 THOMAS H BEAUDRY  
 3910 GOLF COURSE RD  
 GRAND RAPIDS MN 55744-9680  
 United States  
 (218) 326-3444

Terms	Due Date	Account #	Sales Rep	SO	Shipping Method	PO #
Net 30	5/1/2025	214775	29 Werre & Betzen Sales Inc	Sales Order #SO183307	LTL (Freight)	TOM

Item	Description	Qty	UoM	Price	Amount
405647-3	White 24" Beveled Hazard Stake	200	EA.	\$17.99	\$3,598.00
FRT NOTES	**FREIGHT PRICE NOT INCLUDED ** freight cost will be added to your invoice  SHIP 4/1/2025				
10% OFF - Discount				-10%	\$(359.80)

With millions of items in stock across our three U.S. locations, we ensure some of the industry's fastest production and shipping times.

All our **decorating services**—including embroidery, screen printing, DTF, and dye sublimation—are performed in-house for your convenience.

Need custom flags? Just give us a call!

We are proud to be the exclusive distributor of **VinylGuard**, offering unmatched protection and style for your supplies and equipment.

And for a game-changing upgrade to your bunker maintenance, check out the **B-Rake**. Featuring shark tooth-like tines and an innovative trailing polymer brush, the B-Rake addresses common issues such as sand displacement and claw marks, delivering a smooth, professional finish to your bunkers.

<b>Subtotal</b>	\$3,238.20
<b>Discount</b>	<b>\$(359.80)</b>
<b>Tax Amount</b>	<b>\$293.33</b>
<b>Shipping Cost</b>	<b>\$264.21</b>
<b>Total</b>	<b>\$3,795.74</b>
<b>Amount Due</b>	<b>\$3,795.74</b>

Thank you for choosing Wittek — Your leading golf supplier since 1946.

**Make checks payable to P&W Golf Supply, LLC.**

**Disclaimer**

Damage and shortage claims should be made to the Transportation Company. No merchandise on this invoice is returnable unless claim is made within thirty days only then with our written consent. No private branded goods may be returned at any time!  
 The General Terms and Conditions of Sales as posted on our website are an integral part of this transaction. A service charge of 18% per year may be imposed on delinquent balances.



Wittek Golf Supply  
 300 Bond St.  
 Elk Grove Village IL 60007  
 United States  
 Phone (800) 869-1800  
 Fax (847) 412-9591

**#INV144978**

4/1/2025

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**BILL TO**

Pokegama GC  
 City of Grand Rapids(MN)  
 3910 GOLF COURSE RD  
 GRAND RAPIDS MN 55744-9680  
 United States  
 (218) 326-3444

**SHIP TO**

Pokegama GC  
 THOMAS H BEAUDRY  
 3910 GOLF COURSE RD  
 GRAND RAPIDS MN 55744-9680  
 United States  
 (218) 326-3444

Terms	Due Date	Account #	Sales Rep	SO	Shipping Method	PO #
Net 30	5/1/2025	214775	29 Werre & Betzen Sales Inc	Sales Order #SO183307	LTL (Freight)	TOM

Item	Description	Qty	UoM	Price	Amount
405637-3	Yellow 24" Beveled Hazard Stake	200	EA.	\$17.99	\$3,598.00
FRT NOTES	**FREIGHT PRICE NOT INCLUDED ** freight cost will be added to your invoice  SHIP 4/1/2025				
10% OFF - Discount				-10%	\$(359.80)

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Wittek Golf Supply  
 300 Bond St.  
 Elk Grove Village IL 60007  
 United States  
 Phone (800) 869-1800  
 Fax (847) 412-9591

**#INV144740**

4/1/2025

Order **24/7** on [www.wittek golf.com](http://www.wittek golf.com)

**NEW:** [View invoices and statements](#)

**BILL TO**

Pokegama GC  
 City of Grand Rapids(MN)  
 3910 GOLF COURSE RD  
 GRAND RAPIDS MN 55744-9680  
 United States  
 (218) 326-3444

**SHIP TO**

Pokegama GC  
 THOMAS H BEAUDRY  
 3910 GOLF COURSE RD  
 GRAND RAPIDS MN 55744-9680  
 United States  
 (218) 326-3444

Terms	Due Date	Account #	Sales Rep	SO	Shipping Method	PO #
Net 30	5/1/2025	214775	29 Werre & Betzen Sales Inc	Sales Order #SO183307	LTL (Freight)	TOM

Item	Description	Qty	UoM	Price	Amount
405642-3	Red 24" Beveled Hazard Stake	200	EA.	\$17.99	\$3,598.00
FRT NOTES	**FREIGHT PRICE NOT INCLUDED ** freight cost will be added to your invoice  SHIP 4/1/2025				
10% OFF - Discount				-10%	\$(359.80)

With millions of items in stock across our three U.S. locations, we ensure some of the industry's fastest production and shipping times.

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TGG

DATE	REQUISITION NO.
11-25-24	

TO  
 Pokegama Golf Course  
 3910 Golf Course Road  
 Grand Rapids, MN 55744

SHIP TO

REQUISITIONED BY	SHIP BY	SHIP VIA	F.O.B. POINT	TERMS
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As Needed

QTY. ORDERED	QTY. REC'D	STOCK NO./DESCRIPTION	UNIT PRICE	TOTAL
200	Red	Traditional Hazard Stakes 2x2x24	18 50	
200	White	Traditional Hazard Stakes 2x2x24	18 50	
200	Yellow	Traditional Hazard Stakes 2x2x24	18 50	
		Tax		
		Freight		
		Tax and Freight to be determined		

- 1. Please send \_\_\_\_\_ copies of your invoice.
- 2. Order is to be entered in accordance with prices, delivery and specifications shown above.
- 3. Notify us immediately if you are unable to ship as specified.

AUTHORIZED BY:



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## **REQUEST FOR BOARD REVIEW**

**AGENDA DATE:** Wednesday, April 16, 2025  
**AGENDA ITEM:** Review City Ordinance – Golf Course Board  
**PREPARED BY:** Kimberly Gibeau

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### **BACKGROUND:**

The Golf Course Board was established by City Ordinance and is part of the municipal code. Attached is a full copy of Division 2-V-4 Golf Course Board for review. Board members should familiarize themselves with the code and address any questions or concerns at the open meeting.

### **REQUESTED BOARD ACTION:**

No official action required.

## **DIVISION 2-V-4 GOLF COURSE BOARD**

[2-241 Creation](#)

[2-242 Memberships, Appointments](#)

[2-243 Term Of Appointment](#)

[2-244 Meetings](#)

[2-245 Officers](#)

[2-246 Objectives, Powers And Duties](#)

[2-247 Golf Course Fund](#)

**State Law reference**— Recreational facilities generally, Minn. Stat. § 471.15 et seq.

### **2-241 Creation**

There is created a golf course board for the city, which shall have the membership, powers and duties as set forth in this division.

(Code 1978, § 60.01)

### **2-242 Memberships, Appointments**

The golf course board shall be composed of five members, all as appointed by the city council. Vacancies shall be filled for the unexpired portion of a departing member's term by action of the city council. Members of the golf course board, four of which must be members of the city or a resident of an area which is to be annexed into the city pursuant to a legally binding annexation agreement, and one of which may be a non-resident, nor in a to be annexed area as described above; and shall not be personally interested in any contracts acted upon by the golf course board.

(Code 1978, § 60.02; Ord. No. 09-01-01, 1-26-2009)

### **2-243 Term Of Appointment**

The term of each member of the golf course board shall be three years. Members shall serve until their successor is appointed and qualified. No member shall serve more than two successive terms or six consecutive years, whichever is longer, on the golf course board.

(Code 1978, § 60.03)

### **2-244 Meetings**

All meetings of the golf course board shall be held in conformance with Minn. Stat. § 471.705. The golf course board shall hold regular monthly meetings, at a time and place to be set by the board, and such special meetings as may be called from time to time by

the board chairman or secretary. The golf course board shall keep and preserve accurate minutes of each meeting of the board or any of its committees. The golf course board shall adopt rules for the conduct of its meetings and the transaction of its business. A majority shall constitute a quorum for taking action. Each member shall have one vote.

(Code 1978, § 60.04)

### **2-245 Officers**

The golf course board shall elect a chairman and a secretary from among its members, and they shall have duties as implied by their titles.

(Code 1978, § 60.05)

### **2-246 Objectives, Powers And Duties**

1. The objectives of the golf course board shall be to:
  1. Promote participation in programs of Pokegama Golf Course and its related facilities by area residents and visitors;
  2. Oversee the orderly operation of Pokegama Golf Course and related facilities so as to generate good will and a positive image for the city, while accomplishing long and shortterm goals as set by the board and the city council; and
  3. Preserve and improve the physical assets of Pokegama Golf Course and related facilities by encouraging sound, progressive management practices.
2. In furtherance of these objectives, the golf course board shall have such powers and duties as are set forth in this division to operate the Pokegama Golf Course and related facilities, which powers and duties shall consist of the following:
  1. Prior to December 1 of each year, to adopt a recommended budget for the ensuing calendar year. The budget of finances shall be balanced. Such recommended budget shall be submitted not later than December 1 to the city council for consideration. The city council shall approve the budget after making such changes as the council deems appropriate. The expenditure allowances in the budget as finally approved by the city council shall control the year's spending. The golf course board shall not expend nor incur any obligation to expend any funds whatsoever except as reflected fully in the final annual budget approved by the city council, or as specifically approved by formal action of the city council in advance of any commitment to expend particular funds, regardless of whether the funds are donations, grants, revenues or otherwise. The golf course board shall not have the power to levy taxes or borrow money, and it shall not approve any claim or incur any obligation for expenditure unless the claim or obligation has been approved in advance by the city council, including by way of line item approval of the annual budget, and there is unencumbered cash in the treasury to the credit of the golf course board with which to pay the same.



2. At the request of the council or upon the board's own initiative, to give input to the city council regarding contracts between the city and the golf course concessionaire and regarding employment by the city of a golf course manager and other personnel. The city council shall receive the input of the golf course board, and the city council shall, if the council deems appropriate, contract with a golf course concessionaire and golf course manager after the council and concessionaire and/or manager have reached mutual agreement on contract terms.
3. Supervise the concessionaire and manager in like manner as a city department head would be responsible to supervise his department. If the golf course board believes the concessionaire is not performing in accordance with the concessionaire contract or in the best interests of the Pokegama Golf Course or the city, or if the board believes the manager is similarly not performing properly, the golf course board shall report the matter to the city administrator, and the city administrator shall determine the appropriate course of action. The city administrator may also take action without the prior recommendation of the golf course board if the city administrator deems it necessary, consulting with the city council if the administrator deems it appropriate.
4. Make contracts, including contracts for the purchase of materials, supplies, equipment and services to the Pokegama Golf Course and related facilities, provided any obligations for expenditures so incurred are consistent with the city council approved budget or have been otherwise approved in advance by the city council, and provided further the golf course board shall not contract with the concessionaire, manager or other golf course personnel. The board shall comply with statutory bidding requirements when making purchases.
5. Adopt rules governing the use by the public of Pokegama Golf Course and related facilities over which the golf course board has responsibility.
6. Consistent with the annual budget approved by the city council, establish user fees and charges for the Pokegama Golf Course and related facilities and ensure the proper collection of such fees from all users and the proper deposit of the fees as provided in this division.
7. Oversee the proper ongoing security, upkeep, maintenance and improvement of Pokegama Golf Course and related facilities.
8. Develop and review with the city council short and longterm plans and goals for Pokegama Golf Course and appropriate strategies to accomplish these goals.
9. Report to the city council on the activities of the golf course board and the Pokegama Golf Course with such frequency as the board deems appropriate and also upon request of the city council.
10. Request from the city administrator such clerical and support assistance from any city department or employee as the board deems necessary. The city administrator shall have discretion to direct such assistance, subject to direction and control from the city council.

11. Receive grants and donations, upon advance authorization from the city council to do so.
12. Actively cooperate with a greens committee to be appointed by the city council upon nomination to the golf course board, which committee shall have members representing various user constituencies of Pokegama Golf Course. The greens committee shall be charged with the responsibility to make recommendations to the board regarding the operation of Pokegama Golf Course. Members of the greens committee need not be residents of the city.

(Code 1978, § 60.06)

### **2-247 Golf Course Fund**

For the purpose of financing the operations authorized by this division, there shall be established in the city accounts and treasury a special fund to be called the golf course fund. Into this fund shall be placed all revenues and from it shall be paid claims for all expenditures. All receipts belonging to the golf course board shall be deposited intact in a bank account to the credit of the fund, and no disbursement shall be made from this bank account except by check nor unless a verified claim for services and commodities actually rendered or delivered has first been submitted to and approved for payment by the golf course board. The accounting of the fund and the custody of the cash and bank checking account shall be in the hands of the city treasurer. The city treasurer shall make reports to the golf course board at reasonable intervals as determined by the golf course board. An audit of funds shall be made annually and such audit may be made independently of or in conjunction with any of the funds of the city.

(Code 1978, § 60.07)