



POKEGAMA GOLF COURSE BOARD SPECIAL MEETING AGENDA

**Tuesday, November 25, 2025
7:30 AM**

CALL TO ORDER: Pursuant to due notice and call thereof, a Special Meeting of the Pokegama Golf Course Board will be held on Tuesday, November 25, 2025 at 7:30 AM at City Hall Conference Room 2A, 420 N. Pokegama Avenue, Grand Rapids, Minnesota.

ROLL CALL:

CLAIMS AND FINANCIAL STATEMENTS:

- [1.](#) Review Financials and approve verified claims in the amount of \$13,923.53.

BUSINESS:

- [2.](#) Consider approving 2026 Budget

ADJOURN:

POKEGAMA GOLF COURSE BILL LIST - Special Meeting - November 25, 2025
DEPARTMENT SUMMARY REPORT

Item 1.

VENDOR NAME	AMOUNT
ANY WAY YOU WANT IT MOVING &	88.43
APG MEDIA OF MINNESOTA, LLC	132.25
BURGGRAF'S ACE HARDWARE	74.91
CLUB PROPHET SYSTEMS	993.70
DAKOTA FLUID POWER, INC	93.21
DAVIS OIL INC	1,467.76
GARTNER REFRIGERATION CO	614.92
GOVCONNECTION INC	270.69
L&M SUPPLY	128.21
MINNESOTA TORO	1,298.34
NORTHERN MN WATER COND DBA	16.00
NORTHERN SAFETY & INDUSTRIAL	303.91
NORTHLAND FIRE & SAFETY INC	1,175.63
NORTHLAND PORTABLES	298.18
NORTHSTAR BARGE	1,261.00
RICHARD F RYSAVY	235.00
ROSS GOLF COURSE GROUNDS CONSULTING	5,215.50
VESTIS GROUP, INC	255.89

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 13,923.53

**CITY OF GRAND RAPIDS
POKEGAMA GOLF COURSE**

ACTUAL 2022-2024 REVENUE, 2024 BUDGET, YEAR TO DATE, PROPOSED 2

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
REVENUE					
CHARGES FOR SERVICES					
381000 Family Passes	61,560	69,542	68,343	71,572	73,720
381075 Piggy Back	3,528	5,246	4,566	4,369	4,500
381100 Single Passes	93,660	94,271	95,060	106,784	109,987
381110 Single Plus One Child					
381150 Young Adult Passes	19,523	18,672	18,672	16,972	17,481
381200 Junior Passes	10,599	15,015	15,015	14,296	14,725
381230 Multi Play Passes	20,072	16,593	14,883	10,449	10,076
381250 PCC Golf Fees	4,288	4,276	2,513	9,081	6,314
381600 18 Hole Green Fees	71,652	85,908	77,547	103,165	98,481
381700 9 Hole Green Fees	26,811	17,916	15,213	46,002	41,171
381900 & 381950 League Play	49,218	19,530	18,144	15,941	14,133
382124 Twilight	7,874	22,425	19,261	13,309	27,982
382110 Weekend 18 Hole	20,398	14,065	29,344	93,336	93,750
382120 Weekend 9 Hole	72,809	77,050	67,609	62,022	71,888
381620 WD/WE Spring/Fall Green Fees	127,371	188,762	222,000	37,906	
Lodging Green Fees	-	-	-	-	40,000
382121 Outing Green Fees	-	120	120	-	60,000
382146 Pull Cart Rental	583	550	510	185	1,500
382200 Simulator Fees	37,108	37,091	34,388	32,406	36,196
Guest Passes	-	-	-	-	
382354 Junior Range Passes	14,137	18,318	18,884	19,731	6,200
382350 Family Driving Range Passes	5,898	7,416	7,416	12,538	
382400 Small Bucket of Balls	4,554	5,191	4,560	4,518	5,667
382450 Medium Bucket of Balls	5,109	5,122	4,531	4,788	10,077
382500 Large Bucket of Balls	12,408	14,932	13,262	25,633	26,845
382600 Cart Rental-9 Hole	30,287	47,799	36,779	60,872	51,834
382700 Cart Rental-18 Hole	63,657	76,091	60,952	130,944	109,816
382900 Private Cart Trail Fee Pass	6,163	6,665	6,580	38,391	48,771
383200 & 383400 Cart Seat Rental 1 & 2 People	45,247	42,204	54,379	46,167	32,761
3.35%(2.5%) Credit Card Charges	3,290	3,445	2,966	2,763	
TOTAL CHARGES FOR SERVICES	817,800	914,215	913,498	984,139	1,013,875
MISCELLANEOUS REVENUE					
Tee Sign Sponsorships	6,500	2,000	2,000	2,000	2,000
385270 Pro Shop Rent	5,697	5,570	6,000	4,246	6,200
385600 Concessionaire Lease	16,238	16,633	18,000	18,000	18,000
385800 CAM rent-Concessionaire	8,179	7,769	5,000	7,985	7,500
Clubhouse Activity Fee	-	1,000	1,000	-	2,000
385390 Locker Rent Revenue	500	650	600	750	650
385900 Miscellaneous	22,584	16,989	19,518	7,114	1,000
Contributions	-	100	-	-	
Investment Income	3,335	2,642	550	3,575	900
Net (loss)/gain fair value	(11,729)	4,056	-	7,673	
TOTAL MISCELLANEOUS REVENUE	51,304	57,409	52,668	51,343	38,250
OTHER FINANCING SOURCES					
Capital Blandin Grant	-	-	-	-	
Extraordinary Item	-	-	-	-	
Insurance Recovery	-	-	-	23,281	
Capital Contributions	-	7,500	-	-	
Capital Contributions-Fundraiser	-	-	-	-	
Sale of Capital Assets	-	-	-	56,550	12,500
Operating Transfer In	-	-	-	-	
TOTAL OTHER FINANCING SOURCES	-	7,500	-	79,831	12,500
GRAND TOTAL	\$869,104	\$ 979,124	\$966,166	\$ 1,115,314	\$ 1,064,625.00

CITY OF GRAND RAPIDS
POKEGAMA GOLF COURSE
ACTUAL 2022-2024 REVENUE, 2024 BUDGET, YEAR TO DATE, PROPOSED 2

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
* Civic Center Pmt for Labor					

CITY OF GRAND RAPIDS
GOLF COURSE DEPARTMENT
ACTUAL 2022-2024 EXPENSES, 2025 BUDGET, YEAR TO DATE, PROPOSED 2025

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
EXPENSES					
Equipment maintenance equipment and golf cart payments					
PERSONNEL					
Salary-Fulltime	147,983	154,373	137,170	163,808	\$ 154,064
Hourly-Fulltime/Overtime	2,053	1,042	3,000	2,496	3,000
Hourly-Parttime	144,254	167,151	150,010	188,996	167,151
Hourly-Parttime/Overtime	913	218	2,000	547	2,000
Contracted Service	2,600	2,800	1,800	3,600	1,800
PERA	11,451	12,657	11,523	83,825	12,790
FICA	17,268	19,102	18,115	21,840	20,225
Medicare	4,038	4,468	4,237	5,108	4,730
Health Insurance	40,121	43,148	45,755	46,730	42,790
Life Insurance	48	49	52	52	52
Dental Insurance	-	-	-	-	-
OPEB	-	-	-	-	-
Unemployment	495	439	1,000	1,476	910
Workers Compensation	3,240	4,823	4,776	4,536	5,000
TOTAL PERSONNEL	374,464	410,270	379,438	523,014	414,512
SUPPLIES & MATERIALS					
Office Supplies	2,058	1,363	2,000	1,897	1,673
Copy Supplies	39	44	-	138	25
Printing/Binding	149	511	600	775	5,000
Computer Supplies	-	395	400	-	2,500
Assets between \$700-\$2,499	3,120	1,203	1,200	4,084	5,000
Inventorial Supplies	4,091	687	4,200	499	1,000
Operating Supplies	8,530	8,962	8,500	10,655	9,500
Motor Fuels	19,845	16,884	20,000	13,032	17,286
Lubricants	539	285	550	798	411
Maintenance-Equip/Parts	7,827	10,694	12,000	4,200	9,020
Uniform/Clothg/Safety Supplies	-	-	-	2,975	7,500
Other Supplies/Materials	-	706	800	679	377
Equipment Parts	24,565	42,849	45,000	12,825	20,000
Turf Rehab	6,258	8,183	7,500	6,132	7,939
Flowers	3,222	5,859	6,000	4,579	4,743
Small Tools	-	-	-	1,060	73
TOTAL SUPPLIES & MATERIALS	80,243	98,625	108,750	64,328	92,045

CITY OF GRAND RAPIDS
GOLF COURSE DEPARTMENT
ACTUAL 2022-2024 EXPENSES, 2025 BUDGET, YEAR TO DATE, PROPOSED 2026

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
OTHER CHARGES & SERVICES					
Professional Services	-	-	-	-	-
Auditing/Accounting Services	11,442	11,589	9,500	11,726	9,375
Legal Services	-	-	-	-	-
Exterminator Service	-	-	500	1,015	1,000
Laundry/Linen Service/Uniform	494	1,053	1,000	1,076	803
Janitorial Service	1,095	2,343	1,100	1,186	1,295
Other Contracted Services	64,821	62,369	58,000	67,814	60,977
Telephone	4,446	3,061	2,800	2,832	3,690
Postage/Freight	148	225	-	225	130
Seminar/Meetings/Schools	145	349	500	3,351	290
Auto License	19	-	-	21	-
Publishing & Advertising	2,248	3,516	3,000	5,184	10,000
General Insurance	8,590	11,214	9,000	12,151	8,488
Electricity	27,537	27,567	28,000	27,275	28,106
Garbage Removal	2,726	5,608	3,200	5,746	3,563
Septic/Sewer	5,033	6,563	5,000	4,250	8,529
Heat-Natural Gas	2,892	2,189	3,000	2,094	2,536
Maintenance Contract	13,253	7,531	10,000	6,689	10,020
Building Maint/Repairs	10,285	8,038	7,000	45,173	8,015
Computer Maintenance	2,118	1,243	1,000	1,681	1,595
Golf Simulator Expenses	25,484	35,910	34,000	28,539	32,000
Irrigation Maint/Supplies	-	4,129	5,000	7,036	3,629
Genl Equip Maint/Repairs	11,495	15,387	12,000	5,155	11,261
Fixture/Furniture Maint	4,908	2,787	1,500	4,130	14,000
Fertilizer/Chemicals	39,528	46,466	40,000	48,833	41,878
Tree Maintenance	-	944	5,000	2,778	3,131
Course Improvements	-	1,019	5,000	5,231	340
Equipment Rental	-	6,144	-	8,539	2,788
2026 Car Club Lease					
2026 MTI Lease					
Winter Storage	1,845	1,890	2,000	2,100	1,845
MC/VISA Bank Charges	20,075	22,031	20,000	23,993	20,091
Miscellaneous	(7)	(9)	-	4,997	-
Permits & Dues	301	791	-	808	575
Dues & Subscriptions	7,107	8,172	6,000	14,087	14,000
Property Tax	3,519	2,881	4,000	2,847	3,351
4th of July Expenses	739	435	500	-	465
Clubhouse Loan Repayment	-	-	-	-	-
Golf Cart Maint/Repairs	537	-	3,000	8,279	5,000
Equipment Loan Repayment	-	-	-	-	-
Interest Exp (Equip & Clbhs)	1,657	1,066	2,000	4,852	6,951
Bad Debt Expense	-	-	-	-	-
Depreciation Expense	118,022	127,835	117,000	160,784	156,475
Transfer Out-Adm	-	-	-	-	-
Loss on Retirement -Fixed Asse	-	-	-	-	-
TOTAL OTHER CHRGS & SERV	392,505	432,336	399,600	532,477	476,192
TOTAL EXPENSES	847,212	941,231	887,788	1,119,819	982,749
REVENUE/(EXPENSES)	\$ 21,891	\$ 37,893	\$ 227,526	\$ (4,505)	\$ 81,876

Priority	Equipment/Project	2025	2026	2027	2028	2029
1	Tree thinning/Stump Grinding	\$20,000	\$40,000			
2	Septic Lift Pumps		\$10,000			
3	Groundsmaster 4000D					
4	Sand Trap Work	\$20,000	\$20,000	\$20,000	\$20,000	
5	Greensmaster 3150Q x2					
6	Reelmaster 3550D X2		\$127,000			
7	Utility Carts(qty2) & Beverage Cart					
8	Replace 10 carts					\$65,000
9	Proforce Blower			\$8,000		
10	Multi Pro 5800 Sprayer			\$50,000		
11	Sand Pro 3040				\$23,000	
12	Pro Core 648				\$30,000	
13	Groundsmaster 3500D					\$45,000
14	Cart Storage Facility				\$275,000	
15	Irrigation System Design			\$25,000		
16	Irrigation system install				\$1,500,000	

17	New Dock					
18	Retaining wall repair					
	Total	\$40,000	\$197,000	\$83,000	\$1,828,000	\$45,000