



GOLF BOARD MEETING AGENDA

City of New Prague

Tuesday, May 28, 2024 at 6:30 PM

New Prague Golf Club (Clubhouse) - 400 Lexington Ave S

1. CALL TO ORDER

2. APPROVALS

- [a.](#) April 23, 2024, Meeting Minutes
- [b.](#) Claims for Payment: **\$64,932.57**
- [c.](#) Review Monthly Income Statement and Balance Sheet (May 2024)
- [d.](#) 2023 Audited Golf Financial Statements

3. UPDATES AND REPORTS

- a. Capital Equipment Report
- b. Grounds Operations Report
- c. Food and Beverage Operations Report
- d. Golf Operations Report
- e. Marketing Update
- f. Scholarship Update

4. MISCELLANEOUS

5. ADJOURNMENT

Next Golf Board Meeting – June 25, 2024

GOLF BOARD
Den Gardner, President
Jennifer Berglund, Vice President
Adam Brister
Rich Carlson
Bob Cuniff
Adam Gill
Shawn Ryan, Councilmember

3 YEAR TERMS
Ending 5/31/2025
Ending 5/31/2025
Ending 5/31/2024
Ending 5/31/2024
Ending 5/31/2024
Ending 5/31/2026

Kurt Ruehling, Golf Professional Enterprises, Inc., Contract Manager (952) 758-5326
Joshua M. Tetzlaff, City Administrator – (952) 758-4401 City Hall



MEETING MINUTES

New Prague Golf Board

On site meeting at NPGC
Tuesday, April 23rd, 2024

The meeting was called to order at 6:30pm by Board President Den Gardner. The following Board Members were present for the meeting: Den Gardner (via phone), Bob Cunniff, Adam Gill, Rich Carlson, Jen Berglund, and Adam Brister. Councilmember Shawn Ryan was unable to attend. Also present: GPE Owner/Contract Manager Kurt Ruehling and one member of the general public.

- **Approval of March 26th, 2024 Meeting Minutes:**
 - A motion to approve March 26th, 2024 Meeting Minutes was made by Berglund, seconded by Cunniff. Motion carried (6-0)
- **Claims for Payment (\$83,270.04):**
 - Board asked what % of the stump grinder was allocated to the Golf Operation. Ruehling will get an answer as soon as possible
 - Dollars spent with CTS Technologies continues to be discussed. Golf Operation seems to have many unforeseen charges
 - Brister questioned the City taking away the transfer if there are still unexpected charges to the budget, discussion ensued
 - Gardner would like Josh Tetzlaff, City Administer, to “walk us through” the process of the invoices labeled “Paid By City”
 - A motion to approve the Claims for Payment was made by Carlson, seconded by Gill. Motion carried (6-)
- **Review Monthly Income Statement and Balance Sheet (April 2024):**
 - The category CLEANING SUPPLIES is over budget, Ruehling will keep his eye on it
 - A motion to approve the Monthly Income Statement and Balance Sheet was made by Gill, seconded by Cunniff. Motion carried (6-0)
- **Capital Equipment Report**
 - Ruehling informed Golf Board that the new golf carts are still being built...hope to ship to Minnesota by the end of May.
- **Grounds Operation Update...Jeff Pint, Superintendent:**
 - Pint reported that the staff is currently mowing greens every day and that the tees and approaches have all been mowed.
 - Pint met with Quality Flow to ensure we have what we need for the two pump houses to communicate electronically
 - Grounds staff helped the Food & Beverage staff get the snack bar up and running
 - Gill questioned whether or not “rolling greens 1x/week” was a goal, he discussed with Pint
 - Board asked about philosophy on the condition of bunkers. Ruehling stated that he believes he and Pint both believe that fairway bunkers should remain firm and greenside bunkers should be softer
 - Board requested more insight on bunkers and a Hole-By-Hole breakdown of improvements. Pint is to provide Board with plan at the JUNE 2024 MEETING

- **Food & Beverage Update...Holly Pomije, Food & Beverage Coordinator:**
 - Pomije presented her written report highlighting the Men's Club Event and a special menu for The Masters Weekend...both were great successes!
 - The hiring process is underway and new faces will be added to our staff
 - The grill & bar menu is being finalized and new flatbread pizzas should be added
- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling was asked if the Simulator Survey was in progress, yes
 - Berglund asked if Ruehling is going to be using Golf Genius Tournament Software more this year...Ruehling will keep Board informed
 - Ruehling indicated that Leagues were beginning this week and numbers are good
 - The Gustavus Invitational was held and rescheduled for 2025! One of Ruehling's goals is to continue to administer golf events in a manner that the event wishes to return the following year...(1 for 1!)
- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling will post League results, in lobby, as they are accumulated. He hopes to add them to the webpage as well...if enough players request it
 - Ruehling continues to update website, as needed
- **Golf Scholarship Event Summary...Den Gardner:**
 - Gardner announced the 2024 Scholarship Winners! Congratulations to Tatum Zimmerman and Padraic O'Rourke. Plaque in lobby will be updated
 - Scholarship Fundraiser event is scheduled for August 18th, 2024
- **Miscellaneous:**
 - Board would like survey for golf simulator to be ready by Mid-May, if Ruehling is able to put together. Board thinks maybe 2nd Swing might consider sponsoring a simulator
 - Brister and Carlson's Board positions will expire at the end of May...please encourage new candidates to apply!
- **Adjournment:**
 - A motion to adjourn the meeting, at 7:22p, was made by Berglund, seconded by Ryan. Motion carried (6-0)

Next Golf Board Meeting –Tuesday, May 28th, 2024, 6:30pm

Respectfully submitted by,

Kurt Ruehling, GME
PGA General Manager

Vendor Name	Net Invoice Amount
US BANK CREDIT CARD	
FOOD & BEV	\$104.59
ABDO	
2023 AUDIT SERVICES	\$89.28-
BEVCOMM	
TELEPHONE	\$46.06
GREATAMERICA FINANCIAL SERVICES	
POSTAGE MACHINE LEASE	\$31.00
MEI ELEVATOR SOLUTIONS	
ELEVATOR MAINTENANCE	\$66.31
ROSS NESBIT AGENCIES INC.	
AGENCY FEE	\$50.10
S&P GLOBAL RATINGS	
2024A EQUIPMENT CERTIFICATES	\$617.00
SUEL PRINTING	
SOURCE AD	\$292.50
TRENCHERS PLUS INC	
CREDIT - WINCH ROPE	\$189.02-
CHIPPER - STARTER	\$303.81
WOODCHIPPER BLADE SHARPEN	\$26.43
VERIZON WIRELESS	
TELEPHONE	\$84.50
VETERAN SHREDDING	
CONTRACTED SERVICES	\$8.50
US BANK CREDIT CARD	
CLEANING SUPPLIES	\$205.98
FOOD & BEV	\$181.24
LIQUOR LICENSE	\$20.43
Grand Totals	\$1,760.15

Vendor Name	Net Invoice Amount
ACUSHNET COMPANY	
CLOTHING	\$1,003.11
CLOTHING - DISCOUNT	\$24.70-
GOLF MERCHANDISE	\$606.30
GOLF MERCHANDISE - DISCOUNT	\$9.96-
SPECIAL ORDER	\$401.89
BERRY COFFEE COMPANY	
COFFEE	\$338.40
FINANCE CHARGE	\$45.71
BEVCOMM	
TELEPHONE / CABLE / INTERNET	\$426.52
BORDER STATES ELECTRIC SUPPLY	
4' LED BULBS	\$111.00
CALLAWAY GOLF	
GOLF MERCHANDISE	\$518.40
SPECIAL ORDER	\$466.93
CENTRAL MCGOWAN INC	
CO2 RENTAL	\$77.31
CINTAS	
TOWELS / LINENS	\$247.28
CIT GROUP	
CLOTHING	\$1,507.57
CLESENS	
PVC COUPLING	\$44.04
SPRINKLER INTERNAL ASSY	\$1,054.28
COLLEGE CITY BEVERAGE	
ALCOHOL	\$1,115.16
BEER/ALCOHOL	\$532.35
BEVERAGES-NON-ALCOHOLIC	\$61.50
DR. FRESH TAP	
TAP LINE CLEANING	\$75.00
ECOLAB INC	
DISHWASHER RENTAL	\$233.49
GFSI LLC	
CLOTHING	\$956.51
GOLF PROFESSIONAL ENTERPRISES LLC	
APRIL MANAGEMENT FEE	\$8,347.50
HERITAGE LANDSCAPE SUPPLY GROUP	
BENT GRASS SEED	\$865.12
WINFIELD CREDIT	\$119.67-
HERMEL WHOLESALE	
CLEANING SUPPLIES	\$829.01
FOOD	\$5,469.10
SUNDRIES	\$1,558.34
SUPPLIES	\$475.98
JOHN DEERE FINANCIAL	
TRANSMITTER RECEIVER	\$1,334.07
JOYCE CASSIDY	
FOOD - COBORNS	\$11.63
LAU'S BAKERY	
BUNS	\$38.90
FOOD	\$95.75
LE SUEUR - WASECA PUBLIC H	
LICENSE RENEWAL	\$900.00
MACH LUMBER INC	
PLYWOOD	\$58.79

Vendor Name	Net Invoice Amount
MGA	
ANNUAL MEMBER DUES	\$180.00
MTI DISTRIBUTING INC	
BRACKET	\$18.42
ORINGS	\$39.16
VALVES	\$509.16
VALVES DIAPHRAM ORING	\$519.35
VALVES DIAPHRAMS TURRET	\$597.46
VALVES ORING	\$431.11
NEW PRAGUE UTILITIES	
UTILITIES	\$2,668.04
SANDY EATON	
FLOWERS	\$44.99
SHAKOPEE BREWHALL	
ALCOHOL	\$100.00
SKLUZACEK'S QUALITY MEATS LLC	
FOOD	\$123.40
ST. ANDREWS PRODUCTS CO.	
GOLF MERCHANDISE	\$1,030.97
GOLF PENCILS	\$217.50
MERCHANDISE BAGS	\$187.64
TEES	\$158.00
STAR GROUP LLC.	
AIR FILTER	\$27.09
FUEL FILTER	\$10.08
SPARK PLUGS FLOOR DRY CARB CLEANER	\$71.55
STASNEY ELECTRIC	
REPAIRS/MAINTENANCE	\$436.40
SWANNIES GOLF APPAREL	
CLOTHING	\$1,622.00
THE TESSMAN COMPANY	
BALL WASHER, CUPS CUP SETTER	\$987.85
CUP SETTER, POLES, CLIPS	\$529.06
FLAGS	\$1,874.86
TOW DISTRIBUTING CORP	
BEER/LIQUOR	\$662.70
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$452.55
VERSATILE VEHICLES INC.	
BATTERIES	\$1,307.82
BATTERY CABLES, FILTERS	\$162.44
CARB, HOSE	\$135.23
VW GOLF	
GOLF MERCHANDISE	\$225.00
Grand Totals	\$44,982.44

Vendor Name	Net Invoice Amount
ACE HARDWARE & PAINT	
BATHROOM REPAIRS	\$30.31
CARWAX, NUTS AND BOLTS	\$16.03
COURSE MARKING PAINT	\$43.31
FINANCE CHARGE	\$2.39
FLOWERS	\$65.83
HOSE, KEYS	\$81.15
METAL SHEET NUTS AND BOLTS	\$40.73
ORGANIZER, NIPPLE, BUSHING	\$35.73
SCRUB BRUSHES, AIR FRESHNER	\$40.13
SPRINGS, CABLE, EXT CORD	\$41.14
SPRINGS, NOZZLES, BROOMS, NUTS	\$91.50
SUPPLIES	\$37.48
ACUSHNET COMPANY	
CLOTHING	\$1,345.56
CLOTHING - DISCOUNT	\$37.53-
GOLF MERCHANDISE	\$346.00
GOLF MERCHANDISE - DISCOUNT	\$6.32-
SPECIAL ORDER-JUNIOR GOLF	\$2,123.88
BREAKTHRU BEVERAGE MINNESOTA	
ALCOHOL	\$203.10
BEER	\$401.00
CALLAWAY GOLF	
GOLF MERCHANDISE	\$518.40
CARD SERVICES/COBORN'S	
DISTILLED WATER	\$20.67
FOOD	\$325.75
COLLEGE CITY BEVERAGE	
ALCOHOL	\$3,230.27
BEER	\$847.00
GCSAA	
MEMBERSHIP RENEWAL	\$115.00
HERITAGE LANDSCAPE SUPPLY GROUP	
FOAM MARKING	\$475.81
HERMEL WHOLESALE	
FOOD	\$696.19
SUPPLIES	\$581.14
LAU'S BAKERY	
BUNS	\$97.25
MOR GOLF AND UTILITY	
BATTERY FILL SYSTEM	\$403.44
PEPSI-COLA	
BEVERAGE - NON-ALCOHOL	\$2,427.97
RIVER COUNTRY COOP	
FUEL	\$2,348.96
TIM'S SMALL ENGINE SERVICE	
BUFFERS FILTERS	\$78.32
FILTERS SPARK PLUGS BAR BULB	\$204.87
TOW DISTRIBUTING CORP	
BEER	\$402.96
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$514.56
Grand Totals	\$18,189.98

NEW PRAGUE GOLF CLUB

BALANCE SHEET

04/30/2024

Section 2, Item c.

603-10101	CLAIM ON CASH	\$181,234.14	
603-10125	MONEY MARKET-4M	\$158,061.98	
603-10200	PETTY CASH	\$2,000.00	
603-11500	ACCOUNTS RECEIVABLE - GOLF A/R	\$8,357.37	
603-14100	MATERIAL INVENTORY	\$115,738.96	
603-15696	DEFERRED OUTFLOW - OPEB	\$872.00	
603-15699	GERF DEFERRED OUTFLOWS	\$71,391.00	
603-16150	OTHER IMPROVEMENTS (LAND)	\$910,289.85	
603-16160	ACCUMULATED DEPR - OTHER IMPRO	-\$903,991.13	
603-16200	BUILDINGS	\$1,094,511.44	
603-16210	ACCUM. DEPRECIATION-BUILDINGS	-\$655,919.48	
603-16400	EQUIPMENT	\$1,564,004.79	
603-16410	ACCUMULATED DEPRECIATION - EQU	-\$1,242,447.33	
	TOTAL ASSETS		<u>\$1,304,103.59</u>
603-20210	ACCOUNTS PAYABLE	\$49,675.87	
603-21500	ACCRUED INTEREST	\$3,152.00	
603-21650	ACCRUED WAGES-VAC & COMP	\$11,206.35	
603-21717	OPEB LIABILITY	\$4,375.00	
603-22000	DEPOSITS	\$73,354.03	
603-22001	DESIGNATED - JR GOLF FUND	\$20,263.52	
603-22004	DESIGNATED- GOLF MAINT. FUND	\$648.12	
603-22211	DEFERRED REVENUE-GIFT CERTIFIC	\$12,796.96	
603-22213	DEFERRED REVENUE-MEMBER CREDIT	\$21,563.37	
603-22296	OPEB DEFERRED INFLOW	\$1,651.00	
603-22299	DEFERRED (GERF) INFLOW	\$60,854.00	
603-23106	BOND PAYABLE-2015 EQUIPMENT	\$10,000.00	
603-23107	BOND PAYABLE-2016 EQUIPMENT	\$18,000.00	
603-23110	BOND PAYABLE-2022 EQUIPMENT	\$170,000.00	
603-23400	BOND PREMIUM	\$23,486.93	
603-23999	GERF PENSION LIABILITY	\$218,084.00	
	TOTAL LIABILITIES		<u>\$699,111.15</u>
603-25300	FUND BALANCE-UNDESIGNATED	\$595,952.14	
603-25999	PRIOR PERIOD ADJUSTMENT	-\$117,578.00	
	TOTAL REVENUE / EXPENSES	\$126,618.30	
	TOTAL EQUITY		<u>\$604,992.44</u>
	TOTAL LIABILITIES & EQUITY		<u>\$1,304,103.59</u>

**NEW PRAGUE GOLF CLUB
2024 REVENUE**

Section 2, Item c.

		<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>TOTAL</u>	<u>TOTAL</u>
<u>NON-DEPARTMENTAL</u>							
603-3-0000-33426	STATE AID-PERA	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-0000-33439	PERA PENSION OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-4511-39200	OPERATING TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-0000-39500	BOND PREMIUM AMORTIZATION	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
NON-DEPARTMENTAL SUBTOTAL		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<u>GOLF OPERATIONS</u>							
603-3-4511-34710	EMPLOYEE GOLF PUNCH CARD	0.00	0.00	0.00	333.44	333.44	0.07%
603-3-4511-36210	INTEREST INCOME	282.83	1,038.38	164.65	230.06	1,715.92	0.38%
603-3-4511-36220	FINANCE CHARGE INCOME	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-4511-36221	ATM INCOME	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-4511-36230	CONTRIBUTIONS & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-4511-36240	REIMBURSEMENTS	0.00	120.00	389.99	0.00	509.99	0.11%
603-3-4511-38040	MEMBERSHIP DUES	(1) 84,079.50	10,610.00	79,980.37	86,441.23	261,111.10	57.45%
603-3-4511-38041	ADDITIONAL FEES	(2) 1,720.00	240.00	2,280.00	2,820.00	7,060.00	1.55%
603-3-4511-38042	RENTALS	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-4511-38043	LESSONS	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-4511-38044	FACILITY FEES	0.00	0.00	0.00	0.00	0.00	0.00%
603-3-4511-38045	MISCELLANEOUS INCOME	65.79	0.19	470.60	215.61	752.19	0.17%
603-3-4511-38046	GOLF MERCHANDISE	314.81	156.72	382.83	3,589.78	4,444.14	0.98%
603-3-4511-38047	CLOTHING	0.00	127.70	266.55	2,919.07	3,313.32	0.73%
603-3-4511-38048	GREEN FEES	0.00	2,956.88	7,554.83	29,113.62	39,625.33	8.72%
603-3-4511-38049	DAILY CART FEES	(3) 3,790.00	665.00	15,723.34	26,378.65	46,556.99	10.24%
603-3-4511-38050	PRIVATE CART FEES	(4) 6,448.50	810.00	7,305.00	8,145.00	22,708.50	5.00%
603-3-4511-38051	DRIVING RANGE	1,050.00	150.00	3,850.00	4,752.48	9,802.48	2.16%
603-3-4511-38052	CLOTHING-SPECIAL ORDER	0.00	100.00	970.00	1,170.82	2,240.82	0.49%
603-3-4511-38053	PRIVATE CART REPAIRS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>227.90</u>	<u>227.90</u>	<u>0.05%</u>
GOLF OPERATIONS SUBTOTAL		<u>97,751.43</u>	<u>16,974.87</u>	<u>119,338.16</u>	<u>166,337.66</u>	<u>400,402.12</u>	<u>88.10%</u>
<u>FOOD & BEVERAGE</u>							
603-3-4512-38044	FACILITY FEES	125.00	0.00	80.40	686.11	891.51	0.20%
603-3-4512-38045	GRATUITIES	128.53	454.50	0.00	510.00	1,093.03	0.24%
603-3-4512-38140	FOOD SALES	3,225.22	7,795.28	618.36	12,081.77	23,720.63	5.22%
603-3-4512-38141	BEVERAGE NON-ALCOHOL	185.94	356.20	272.78	2,216.07	3,030.99	0.67%
603-3-4512-38142	BEVERAGE ALCOHOL	3,546.60	5,034.86	1,244.47	14,144.64	23,970.57	5.27%
603-3-4512-38143	SUNDRIES	<u>40.25</u>	<u>169.23</u>	<u>215.86</u>	<u>970.47</u>	<u>1,395.81</u>	<u>0.31%</u>
FOOD & BEVERAGE SUBTOTAL		<u>7,251.54</u>	<u>13,810.07</u>	<u>2,431.87</u>	<u>30,609.06</u>	<u>54,102.54</u>	<u>11.90%</u>
TOTAL REVENUES		<u>105,002.97</u>	<u>30,784.94</u>	<u>121,770.03</u>	<u>196,946.72</u>	<u>454,504.66</u>	<u>100%</u>
% OF MONTHLY TOTALS		23.10%	6.77%	26.79%	43.33%	100.00%	

Deferred Revenue Received in 2023:

- (1) \$73,732.13
- (2) \$1,440
- (3) \$3,790
- (4) \$3,988.50

**NEW PRAGUE GOLF CLUB
2024 EXPENSE**

Section 2, Item c.

		JANUARY	FEBRUARY	MARCH	APRIL	TOTAL	TOTAL
GOLF OPERATIONS							
603-4-4511-101	WAGES FULL-TIME	1,182.80	1,586.52	2,387.45	1,591.62	6,748.39	2.058%
603-4-4511-102	WAGES OVERTIME	0.00	13.55	0.00	106.69	120.24	0.037%
603-4-4511-103	WAGES PART-TIME	360.13	764.38	2,298.99	5,610.98	9,034.48	2.755%
603-4-4511-113	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-114	UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-121	EMPLOYER CONT. P E R A	124.11	145.78	220.15	169.73	659.77	0.201%
603-4-4511-122	EMPLOYER CONT. F I C A	140.43	164.53	335.04	543.51	1,183.51	0.361%
603-4-4511-131	HEALTH INSURANCE	548.82	333.82	500.96	333.84	1,717.44	0.524%
603-4-4511-132	DENTAL INSURANCE	32.36	32.36	64.72	44.42	173.86	0.053%
603-4-4511-133	LIFE & LT DISABILITY	5.33	5.32	10.65	5.33	26.63	0.008%
603-4-4511-151	WORKER'S COMP PREMIUMS	0.00	643.38	0.00	0.00	643.38	0.196%
603-4-4511-207	COMPUTER SUPPORT SERVICES	947.08	1,767.87	1,414.84	947.07	5,076.86	1.548%
603-4-4511-210	SUPPLIES - GENERAL	102.92	21.65	1,000.97	243.69	1,369.23	0.418%
603-4-4511-211	SUPPLIES - CLEANING	1,476.80	152.22	131.51	1,016.69	2,777.22	0.847%
603-4-4511-212	MOTOR FUELS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-260	COGS - GOLF MERCHANDISE	130.42	136.38	577.04	3,288.94	4,132.78	1.260%
603-4-4511-261	COGS - CLOTHING	(26.58)	84.21	362.80	1,818.66	2,239.09	0.683%
603-4-4511-262	COGS - CLOTHING SPECIAL ORDER	409.92	161.85	746.00	1,171.22	2,488.99	0.759%
603-4-4511-264	SUPPLIES - OFFICE	0.00	70.68	157.94	29.25	257.87	0.079%
603-4-4511-265	COGS - DRIVING RANGE	0.00	3,250.00	0.00	62.61	3,312.61	1.010%
603-4-4511-301	AUDIT	0.00	0.00	3,374.11	0.00	3,374.11	1.029%
603-4-4511-305	CIVIL LEGAL FEES	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-310	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-318	HANDICAP SERVICES	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-319	PROF. FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-321	TELEPHONE	555.46	550.46	733.78	549.49	2,389.19	0.729%
603-4-4511-322	COMPUTER COMMUNICATIONS	121.41	143.58	120.83	121.43	507.25	0.155%
603-4-4511-323	POSTAGE	76.77	33.28	38.10	41.25	189.40	0.058%
603-4-4511-340	ADVERTISING & PUBLICATION	0.00	0.00	0.00	292.50	292.50	0.089%
603-4-4511-341	PROMOTION	3,750.00	0.00	0.00	0.00	3,750.00	1.144%
603-4-4511-369	INSURANCES	50.10	50.10	13,783.93	50.10	13,934.23	4.250%
603-4-4511-381	UTILITIES - ELECTRICITY	1,356.88	1,364.49	1,353.92	1,578.34	5,653.63	1.724%
603-4-4511-382	UTILITIES - WATER & SEWER	161.48	640.95	241.53	205.61	1,249.57	0.381%
603-4-4511-383	UTILITIES - NATURAL GAS	499.90	499.90	499.90	499.90	1,999.60	0.610%
603-4-4511-384	UTILITIES - GARBAGE	395.82	0.00	401.98	0.00	797.80	0.243%
603-4-4511-385	NATURAL GAS	400.89	763.19	1,084.48	633.33	2,881.89	0.879%
603-4-4511-401	CONTRACTED SERVICES	8,347.50	8,356.00	8,356.00	8,906.00	33,965.50	10.359%
603-4-4511-404	REPAIRS & MAINTENANCE	346.30	606.31	647.65	921.56	2,521.82	0.769%
603-4-4511-411	EQUIPMENT RENTAL	233.49	211.36	240.83	467.80	1,153.48	0.352%
603-4-4511-412	TOURNAMENT FLEET RENTALS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-417	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-418	PORTABLE TOILETS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-420	DEPRECIATION	9,226.78	9,226.78	9,226.78	9,226.78	36,907.12	11.256%
603-4-4511-430	MISCELLANEOUS EXPENSE	0.00	2.73	0.00	2.39	5.12	0.002%
603-4-4511-431	CASH (OVER) SHORT	(0.17)	6.49	(23.31)	(322.90)	(339.89)	-0.104%
603-4-4511-433	DUES & SUBSCRIPTIONS	182.50	465.00	0.00	427.50	1,075.00	0.328%
603-4-4511-437	CREDIT CARD FEES	476.95	537.98	3,216.02	5,654.25	9,885.20	3.015%
603-4-4511-438	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-450	TRAINING & SEMINARS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-460	LICENSE FEES/REGISTRATION	31.25	0.00	0.00	0.00	31.25	0.010%
603-4-4511-500	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4511-611	INTEREST EXPENSE	5,562.50	276.75	0.00	0.00	5,839.25	1.781%
603-4-4511-620	BOND ISSUANCE FEES	0.00	0.00	0.00	617.00	617.00	0.188%
603-4-4511-630	BOND AMORTIZATION EXPENSE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.000%</u>
GOLF OPERATIONS SUBTOTAL		<u>37,210.35</u>	<u>33,069.85</u>	<u>53,505.59</u>	<u>46,856.58</u>	<u>170,642.37</u>	<u>52.043%</u>

**NEW PRAGUE GOLF CLUB
2024 EXPENSE**

Section 2, Item c.

		JANUARY	FEBRUARY	MARCH	APRIL	TOTAL	TOTAL
FOOD & BEVERAGE							
603-4-4512-102	WAGES OVERTIME	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4512-103	WAGES PART-TIME	1,529.57	3,208.72	4,279.36	7,115.96	16,133.61	4.920%
603-4-4512-104	GRATUITIES	(450.00)	1,033.04	0.00	30.00	613.04	0.187%
603-4-4512-114	UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4512-121	EMPLOYER CONT. P E R A	89.47	234.34	261.38	342.84	928.03	0.283%
603-4-4512-122	EMPLOYER CONT. F I C A	146.09	324.48	327.37	546.64	1,344.58	0.410%
603-4-4512-151	WORKER'S COMPENSATION	0.00	655.18	0.00	0.00	655.18	0.200%
603-4-4512-210	SUPPLIES - GENERAL	167.82	1,141.72	205.98	504.96	2,020.48	0.616%
603-4-4512-217	TOWELS/LINENS	633.84	0.00	0.00	247.28	881.12	0.269%
603-4-4512-251	COGS - ALCOHOL	2,268.16	140.00	0.00	1,872.30	4,280.46	1.305%
603-4-4512-254	COGS - BEV NON-ALCOHOL	25.61	0.00	0.00	0.00	25.61	0.008%
603-4-4512-259	COGS - FOOD	2,799.62	358.71	1,435.86	53.58	4,647.77	1.417%
603-4-4512-262	COGS - SUNDRIES	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4512-263	EXPIRED GOODS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4512-340	ADVERTISING & PUBLICATION	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4512-365	INSURANCE DEDUCTIBLE	0.00	3.00	0.00	0.00	3.00	0.001%
603-4-4512-404	REPAIRS & MAINTENANCE	75.00	724.00	282.99	289.45	1,371.44	0.418%
603-4-4512-415	EQUIPMENT RENTAL	453.48	387.24	314.24	388.11	1,543.07	0.471%
603-4-4512-417	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4512-430	MISCELLANEOUS EXPENSE	12.50	2,012.50	0.00	0.00	2,025.00	0.618%
603-4-4512-460	LICENSE FEES/REGISTRATION	0.00	0.00	3,320.43	0.00	3,320.43	1.013%
603-4-4512-500	CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
FOOD & BEVERAGE SUBTOTAL		<u>7,751.16</u>	<u>10,222.93</u>	<u>10,427.61</u>	<u>11,391.12</u>	<u>39,792.82</u>	<u>12.136%</u>
MAINTENANCE							
603-4-4513-101	WAGES FULL-TIME	10,521.60	14,028.80	21,528.32	14,921.23	60,999.95	18.604%
603-4-4513-102	WAGES OVERTIME	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-103	WAGES PART-TIME	0.00	0.00	0.00	4,796.20	4,796.20	1.463%
603-4-4513-113	EMPLOYEE BENEFITS	700.00	0.00	0.00	0.00	700.00	0.213%
603-4-4513-114	UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-115	VACATION ACCRUAL	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-121	EMPLOYER CONT. P E R A	1,038.39	1,052.16	1,614.61	1,119.11	4,824.27	1.471%
603-4-4513-122	EMPLOYER CONT. F I C A	1,065.35	1,025.84	1,571.28	1,452.65	5,115.12	1.560%
603-4-4513-129	GERF CHANGE	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-131	HEALTH INSURANCE	3,565.78	2,065.78	3,203.66	2,248.86	11,084.08	3.380%
603-4-4513-132	DENTAL INSURANCE	215.45	215.45	452.92	215.45	1,099.27	0.335%
603-4-4513-133	LIFE & S-T DISABILITY	45.52	45.52	94.22	45.52	230.78	0.070%
603-4-4513-135	OPEB EXPENSE	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-151	WORKER'S COMP INSURANCE	0.00	2,791.56	0.00	0.00	2,791.56	0.851%
603-4-4513-210	SUPPLIES - GENERAL	41.11	991.03	826.79	198.55	2,057.48	0.627%
603-4-4513-212	MOTOR FUELS	0.00	607.65	0.00	2,348.96	2,956.61	0.902%
603-4-4513-216	FERTILIZER & CHEMICALS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-221	R & M - MACHINERY PARTS	1,642.92	895.78	2,935.45	5,520.09	10,994.24	3.353%
603-4-4513-222	R & M - IRRIGATION	0.00	0.00	0.00	44.04	44.04	0.013%
603-4-4513-231	SAFETY EQUIPMENT & TRAINING	615.14	126.83	589.67	0.00	1,331.64	0.406%
603-4-4513-247	R & M - COURSE GEN IMPROV	0.00	0.00	58.79	4,367.71	4,426.50	1.350%
603-4-4513-310	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-330	TRAVEL, CONF, MILEAGE ALL	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-369	INSURANCES	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-381	ELECTRIC	33.12	33.12	33.12	35.80	135.16	0.041%
603-4-4513-382	WATER/SEWER	41.23	41.94	46.17	348.39	477.73	0.146%
603-4-4513-404	REPAIRS & MAINTENANCE	0.00	113.53	114.00	20.67	248.20	0.076%
603-4-4513-405	R & M - PRIVATE CART REP	0.00	0.00	179.90	1,599.96	1,779.86	0.543%
603-4-4513-417	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-430	MISCELLANEOUS EXPENSE	1,358.48	0.00	0.00	0.00	1,358.48	0.414%
603-4-4513-441	SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.000%
603-4-4513-500	CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
MAINTENANCE SUBTOTAL		<u>20,884.09</u>	<u>24,034.99</u>	<u>33,248.90</u>	<u>39,283.19</u>	<u>117,451.17</u>	<u>35.821%</u>
TOTAL EXPENSES		<u>65,845.60</u>	<u>67,327.77</u>	<u>97,182.10</u>	<u>97,530.89</u>	<u>327,886.36</u>	<u>100.0%</u>
% OF MONTHLY TOTALS		20.08%	20.53%	29.64%	29.75%	100%	
REVENUE OVER / (UNDER) EXPENSES		<u>39,157.37</u>	<u>(36,542.83)</u>	<u>24,587.93</u>	<u>99,415.83</u>	<u>126,618.30</u>	

603-GOLF COURSE
FINANCIAL SUMMARY

	2023					2024				
	2023 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	2024 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY										
NON-DEPARTMENTAL *	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	-	0.00
GOLF OPERATIONS	800,332.00	192,695.26	331,267.76	41.39	469,064.24	888,424.00	166,337.66	400,402.12	45.07	488,021.88
FOOD & BEVERAGE	284,400.00	15,538.30	37,630.53	13.23	246,769.47	327,800.00	30,609.06	54,102.54	16.50	273,697.46
TOTAL REVENUE	1,084,732.00	208,233.56	368,898.29	34.01	715,833.71	1,216,224.00	196,946.72	454,504.66	37.37	761,719.34
=====										
EXPENDITURE SUMMARY										
GOLF OPERATIONS	457,828.00	44,177.30	160,263.42	35.01	297,564.58	494,439.00	46,856.58	170,642.37	34.51	323,796.63
FOOD & BEVERAGE	227,363.00	9,825.21	37,736.32	16.60	189,626.68	277,110.00	11,391.12	39,792.82	14.36	237,317.18
MAINTENANCE	442,750.00	24,289.54	89,985.77	20.32	352,764.23	486,332.00	39,283.19	117,451.17	24.15	368,880.83
TOTAL EXPENDITURES	1,127,941.00	78,292.05	287,985.51	25.53	839,955.49	1,257,881.00	97,530.89	327,886.36	26.07	929,994.64
=====										
REVENUES OVER/(UNDER) EXPENDITURES	(43,209.00)	129,941.51	80,912.78		(124,121.78)	(41,657.00)	99,415.83	126,618.30		(168,275.30)

*REFER TO PAGE 2, GOLF TRANSFER FROM CITY NOT INCLUDED IN REVENUE

603-GOLF COURSE

		2023				2024					
REVENUES		2023 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	2024 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>NON-DEPARTMENTAL</u>											
603-3-0000-33426	STATE AID-PERA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-3-0000-33439	PERA PENSION OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-3-0000-39101	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-3-4511-39200	OPERATING TRANSFER IN	121,270.00	0.00	0.00	0.00	121,270.00	121,270.00	0.00	0.00	0.00	121,270.00
	LESS OPERATING TRANSFER-IN	(121,270.00)	0.00	0.00	0.00	(121,270.00)	(121,270.00)	0.00	0.00	0.00	(121,270.00)
603-3-0000-39500	BOND PREMIUM AMORTIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>GOLF OPERATIONS REVENUE</u>											
603-3-4511-34710	EMPLOYEE GOLF PUNCH CARD	0.00	833.60	833.60	0.00	(833.60)	0.00	333.44	333.44	0.00	(333.44)
603-3-4511-36210	INTEREST INCOME	0.00	160.71	1,036.38	0.00	(1,036.38)	0.00	230.06	1,715.92	0.00	(1,715.92)
603-3-4511-36220	FINANCE CHARGE INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-3-4511-36221	ATM INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-3-4511-36230	CONTRIBUTIONS AND DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-3-4511-36240	REIMBURSEMENTS	500.00	300.00	300.00	60.00	200.00	500.00	0.00	509.99	102.00	(9.99)
603-3-4511-38040	MEMBERSHIP DUES	260,000.00	124,902.92	246,181.22	94.69	13,818.78	250,000.00	86,441.23	261,111.10	104.44	(11,111.10)
603-3-4511-38041	ADDITIONAL FEES	8,000.00	3,660.00	6,030.00	75.38	1,970.00	8,000.00	2,820.00	7,060.00	88.25	940.00
603-3-4511-38042	RENTALS	500.00	0.00	100.00	20.00	400.00	500.00	0.00	0.00	0.00	500.00
603-3-4511-38043	LESSONS	3,000.00	0.00	0.00	0.00	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
603-3-4511-38045	MISCELLANEOUS INCOME	1,000.00	356.10	1,257.87	125.79	(257.87)	1,500.00	215.61	752.19	50.15	747.81
603-3-4511-38046	GOLF MERCHANDISE	30,000.00	2,469.54	2,704.20	9.01	27,295.80	55,000.00	3,589.78	4,444.14	8.08	50,555.86
603-3-4511-38047	CLOTHING	20,000.00	2,393.95	3,575.85	17.88	16,424.15	20,000.00	2,919.07	3,313.32	16.57	16,686.68
603-3-4511-38048	GREEN FEES	284,388.00	14,774.79	19,475.86	6.85	264,912.14	327,237.00	29,113.62	39,625.33	12.11	287,611.67
603-3-4511-38049	DAILY CART FEES	141,444.00	23,325.36	27,727.99	19.60	113,716.01	168,187.00	26,378.65	46,556.99	27.68	121,630.01
603-3-4511-38050	PRIVATE CART FEES	25,000.00	9,660.00	10,405.00	41.62	14,595.00	25,000.00	8,145.00	22,708.50	90.83	2,291.50
603-3-4511-38051	DRIVING RANGE	16,000.00	7,011.48	7,991.48	49.95	8,008.52	19,000.00	4,752.48	9,802.48	51.59	9,197.52
603-3-4511-38052	CLOTHING-SPECIAL ORDER	8,000.00	700.00	1,120.00	14.00	6,880.00	8,000.00	1,170.82	2,240.82	28.01	5,759.18
603-3-4511-38053	PRIVATE CART REPAIRS	2,500.00	2,146.81	2,528.31	101.13	(28.31)	2,500.00	227.90	227.90	9.12	2,272.10
TOTAL GOLF OPERATION REVENUE		800,332.00	192,695.26	331,267.76	41.39	469,064.24	888,424.00	166,337.66	400,402.12	45.07	488,021.88
<u>FOOD & BEVERAGE REVENUE</u>											
603-3-4512-38044	FACILITY FEES	1,200.00	250.00	1,637.00	136.42	(437.00)	3,500.00	686.11	891.51	25.47	2,608.49
603-3-4512-38045	GRATUITIES	4,200.00	791.75	1,517.75	36.14	2,682.25	7,800.00	510.00	1,093.03	14.01	6,706.97
603-3-4512-38140	FOOD SALES	90,000.00	5,426.83	16,107.54	17.90	73,892.46	120,000.00	12,081.77	23,720.63	19.77	96,279.37
603-3-4512-38141	BEVERAGE NON-ALCOHOL	23,000.00	1,029.45	1,757.15	7.64	21,242.85	25,000.00	2,216.07	3,030.99	12.12	21,969.01
603-3-4512-38142	BEVERAGE ALCOHOL	160,000.00	7,623.73	16,192.69	10.12	143,807.31	165,000.00	14,144.64	23,970.57	14.53	141,029.43
603-3-4512-38143	SUNDRIES	6,000.00	416.54	418.40	6.97	5,581.60	6,500.00	970.47	1,395.81	21.47	5,104.19
603-3-4512-39000	WRITE OFF OF LOAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-3-4512-39101	GAIN ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOOD & BEVERAGE REVENUE		284,400.00	15,538.30	37,630.53	13.23	246,769.47	327,800.00	30,609.06	54,102.54	16.50	273,697.46
<u>TOTAL REVENUES</u>											
TOTAL REVENUES		1,084,732.00	208,233.56	368,898.29	34.01	715,833.71	1,216,224.00	196,946.72	454,504.66	37.37	761,719.34

603-GOLF COURSE
Golf Operations

		2023					2024				
DEPARTMENTAL EXPENDITURES		2023 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	2024 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>EMPLOYEE WAGES & BENEFIT</u>											
603-4-4511-101	WAGES FULL-TIME	16,770.00	1,216.93	4,632.00	27.62	12,138.00	19,550.00	1,591.62	6,748.39	34.52	12,801.61
603-4-4511-102	WAGES OVERTIME	250.00	0.00	0.00	0.00	250.00	250.00	106.69	120.24	48.10	129.76
603-4-4511-103	WAGES PART-TIME	50,000.00	2,027.48	4,727.49	9.45	45,272.51	50,000.00	5,610.98	9,034.48	18.07	40,965.52
603-4-4511-113	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	117.00	0.00	0.00	0.00	117.00
603-4-4511-114	UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4511-115	VACATION ACCRUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4511-121	EMPLOYER CONT. P E R A	2,300.00	177.72	649.77	28.25	1,650.23	2,510.00	169.73	659.77	26.29	1,850.23
603-4-4511-122	EMPLOYER CONT. F I C A	5,130.00	234.46	716.47	13.97	4,413.53	5,349.00	543.51	1,183.51	22.13	4,165.49
603-4-4511-130	EMPLOYER PAID INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4511-131	HEALTH INSURANCE	3,470.00	292.27	1,318.07	37.98	2,151.93	3,374.00	333.84	1,717.44	50.90	1,656.56
603-4-4511-132	DENTAL INSURANCE	230.00	27.50	110.00	47.83	120.00	335.00	44.42	173.86	51.90	161.14
603-4-4511-133	LIFE & LT DISABILITY	50.00	4.79	18.78	37.56	31.22	19.00	5.33	26.63	140.16	(7.63)
603-4-4511-151	WORKER'S COMP PREMIUMS	625.00	0.00	765.44	122.47	(140.44)	643.00	0.00	643.38	100.06	(0.38)
TOTAL EMPLOYEE WAGES & BENEFIT		78,825.00	3,981.15	12,938.02	16.41	65,886.98	82,147.00	8,406.12	20,307.70	24.72	61,839.30
<u>OPERATING EXPENSES</u>											
603-4-4511-207	COMPUTER SUPPORT SERVICES	10,302.00	1,000.50	3,691.50	35.83	6,610.50	10,302.00	947.07	5,076.86	49.28	5,225.14
603-4-4511-210	SUPPLIES - GENERAL	6,000.00	673.39	1,580.20	26.34	4,419.80	6,000.00	243.69	1,369.23	22.82	4,630.77
603-4-4511-211	SUPPLIES - CLEANING	500.00	0.00	0.00	0.00	500.00	1,000.00	1,016.69	2,777.22	277.72	(1,777.22)
603-4-4511-212	MOTOR FUELS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4511-260	COGS - GOLF MERCHANDISE	21,180.00	(3,976.98)	(3,898.92)	(18.41)	25,078.92	30,000.00	3,288.94	4,132.78	13.78	25,867.22
603-4-4511-261	COGS - CLOTHING	14,192.00	7,025.87	135.36	0.95	14,056.64	14,290.00	1,818.66	2,239.09	15.67	12,050.91
603-4-4511-262	COGS - CLOTHING SPECIAL ORDER	5,677.00	1,941.49	3,418.89	60.22	2,258.11	8,000.00	1,171.22	2,488.99	31.11	5,511.01
603-4-4511-264	SUPPLIES - OFFICE	2,000.00	(1.17)	543.58	27.18	1,456.42	2,200.00	29.25	257.87	11.72	1,942.13
603-4-4511-265	COGS - DRIVING RANGE	3,000.00	360.73	6,800.36	226.68	(3,800.36)	7,000.00	62.61	3,312.61	47.32	3,687.39
603-4-4511-301	AUDIT	6,000.00	812.73	5,066.12	84.44	933.88	5,210.00	0.00	3,374.11	64.76	1,835.89
603-4-4511-305	CIVIL LEGAL FEES	500.00	0.00	0.00	0.00	500.00	750.00	0.00	0.00	0.00	750.00
603-4-4511-310	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00
603-4-4511-318	HANDICAP SERVICES	5,500.00	0.00	0.00	0.00	5,500.00	5,000.00	0.00	0.00	0.00	5,000.00
603-4-4511-319	PROF. FEES - CONSULTING	2,000.00	0.00	55.88	2.79	1,944.12	0.00	0.00	0.00	0.00	0.00
603-4-4511-321	TELEPHONE	5,750.00	538.34	2,350.03	40.87	3,399.97	5,750.00	549.49	2,389.19	41.55	3,360.81
603-4-4511-322	COMPUTER COMMUNICATIONS	2,137.00	363.32	908.59	42.52	1,228.41	2,137.00	121.43	507.25	23.74	1,629.75
603-4-4511-323	POSTAGE	750.00	60.84	229.71	30.63	520.29	750.00	41.25	189.40	25.25	560.60
603-4-4511-340	ADVERTISING & PUBLICATION	1,500.00	0.00	564.40	37.63	935.60	1,500.00	292.50	292.50	19.50	1,207.50
603-4-4511-341	PROMOTION	5,000.00	50.00	50.00	1.00	4,950.00	5,000.00	0.00	3,750.00	75.00	1,250.00
603-4-4511-369	INSURANCES	9,415.00	50.10	14,042.30	149.15	(4,627.30)	12,000.00	50.10	13,934.23	116.12	(1,934.23)
603-4-4511-381	ELECTRIC	20,000.00	1,497.54	5,942.67	29.71	14,057.33	20,000.00	1,578.34	5,653.63	28.27	14,346.37
603-4-4511-382	WATER/SEWER	5,000.00	163.55	699.26	13.99	4,300.74	5,000.00	205.61	1,249.57	24.99	3,750.43
603-4-4511-383	STORM SEWER UTILITIES	6,000.00	499.90	1,989.84	33.16	4,010.16	6,000.00	499.90	1,999.60	33.33	4,000.40
603-4-4511-384	REFUSE	3,750.00	374.65	1,516.42	40.44	2,233.58	3,750.00	0.00	797.80	21.27	2,952.20
603-4-4511-385	NATURAL GAS	5,500.00	1,030.02	4,619.60	83.99	880.40	7,000.00	633.33	2,881.89	41.17	4,118.11
603-4-4511-401	CONTRACTED SERVICES	90,000.00	7,883.50	31,532.50	35.04	58,467.50	94,500.00	8,906.00	33,965.50	35.94	60,534.50
603-4-4511-404	REPAIRS & MAINTENANCE	13,000.00	1,995.31	7,825.04	60.19	5,174.96	13,000.00	921.56	2,521.82	19.40	10,478.18
603-4-4511-411	EQUIPMENT RENTAL	5,000.00	492.10	1,358.39	27.17	3,641.61	5,000.00	467.80	1,153.48	23.07	3,846.52
603-4-4511-412	TOURNAMENT FLEET RENTALS	5,500.00	0.00	0.00	0.00	5,500.00	10,000.00	0.00	0.00	0.00	10,000.00

603-GOLF COURSE
Golf Operations

2023						2024					
DEPARTMENTAL EXPENDITURES		2023 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	2024 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
603-4-4511-417	UNIFORMS	500.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00	0.00	500.00
603-4-4511-418	PORTABLE TOILETS	950.00	0.00	706.46	74.36	243.54	1,100.00	0.00	0.00	0.00	1,100.00
603-4-4511-420	DEPRECIATION	95,000.00	7,751.05	31,291.09	32.94	63,708.91	85,848.00	9,226.78	36,907.12	42.99	48,940.88
603-4-4511-430	MISCELLANEOUS EXPENSE	250.00	0.00	0.00	0.00	250.00	250.00	2.39	5.12	2.05	244.88
603-4-4511-432	PRIOR PERIOD ADJUSTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4511-431	CASH (OVER) SHORT	0.00	34.92	2,061.95	0.00	(2,061.95)	0.00	(322.90)	(339.89)	0.00	339.89
603-4-4511-433	DUES & SUBSCRIPTIONS	1,000.00	87.50	700.00	70.00	300.00	1,000.00	427.50	1,075.00	107.50	(75.00)
603-4-4511-437	CREDIT CARD FEES	17,000.00	6,326.95	9,400.43	55.30	7,599.57	24,000.00	5,654.25	9,885.20	41.19	14,114.80
603-4-4511-438	BAD DEBT EXPENSE	250.00	0.00	0.00	0.00	250.00	250.00	0.00	0.00	0.00	250.00
603-4-4511-439	LOSS ON SALE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4511-450	TRAINING & SEMINARS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4511-460	LICENSE FEES/REGISTRATION	150.00	0.00	175.00	116.67	(25.00)	1,100.00	0.00	31.25	2.84	1,068.75
603-4-4511-500	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES		370,253.00	37,036.15	135,356.65	36.56	228,285.85	397,187.00	37,833.46	143,878.42	36.22	253,308.58
DEBT SERVICE											
603-4-4511-611	INTEREST EXPENSE	8,750.00	0.00	8,808.75	100.67	(58.75)	15,105.00	0.00	5,839.25	38.66	9,265.75
603-4-4511-620	BOND ISSUANCE FEES	0.00	3,160.00	3,160.00	0.00	(3,160.00)	0.00	617.00	617.00	0.00	(617.00)
603-4-4511-630	BOND AMORTIZATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DEBT SERVICE		8,750.00	3,160.00	11,968.75	136.79	(3,218.75)	15,105.00	617.00	6,456.25	42.74	8,648.75
OPERATING TRANSFERS - OUT											
603-4-4511-720	OPERATING TRANSFER-OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4511-801	GAIN/LOSS ON DISPOSAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING TRANSFERS-OUT		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Golf Operations											
TOTAL Golf Operations		457,828.00	44,177.30	160,263.42	35.01	297,564.58	494,439.00	46,856.58	170,642.37	34.51	323,796.63

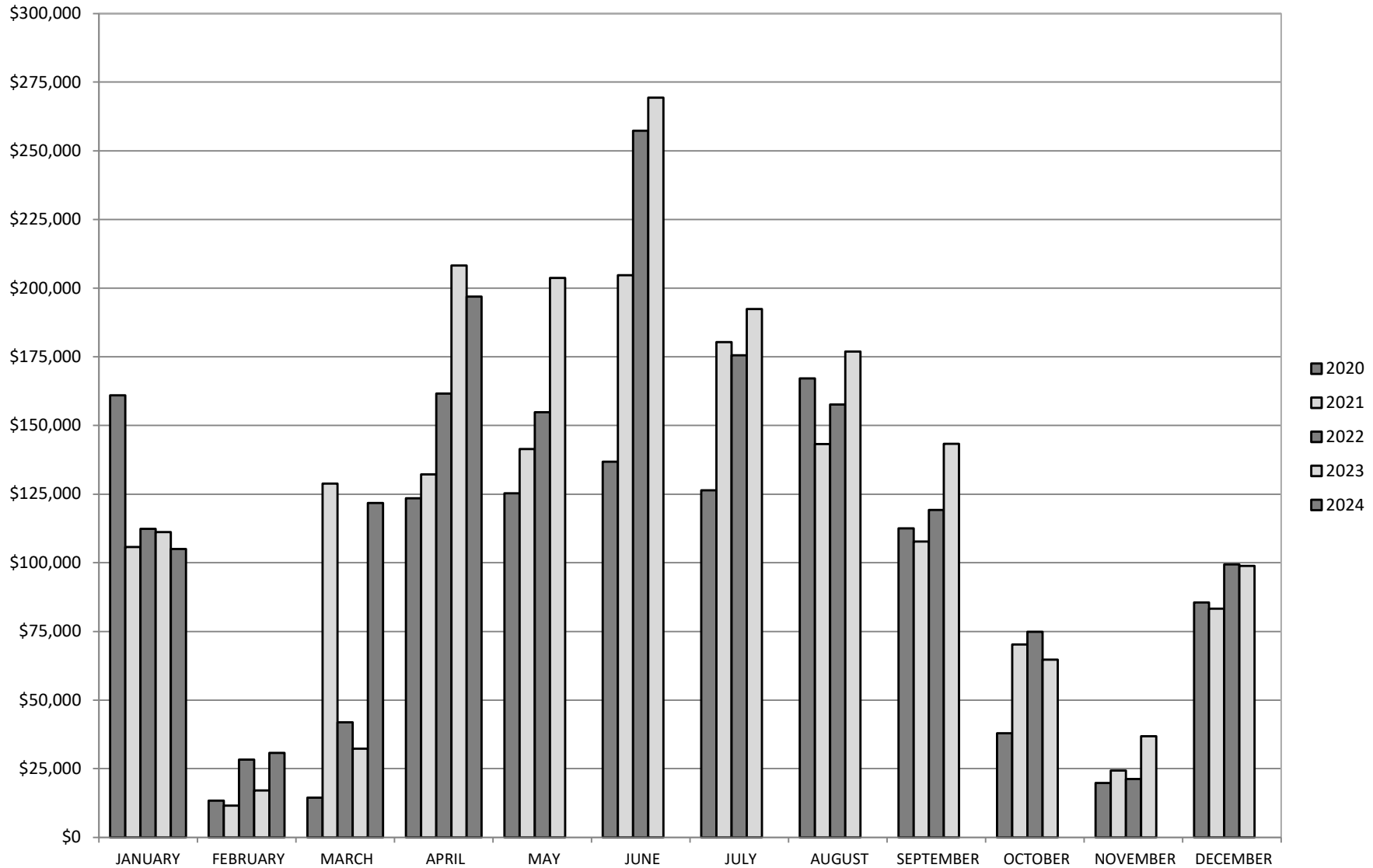
603-GOLF COURSE
Food & Beverage

		2023					2024				
DEPARTMENTAL EXPENDITURES		2023 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	2024 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
EMPLOYEE WAGES & BENEFIT											
603-4-4512-102	WAGES OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4512-103	WAGES PART-TIME	60,000.00	3,911.23	11,938.53	19.90	48,061.47	80,000.00	7,115.96	16,133.61	20.17	63,866.39
603-4-4512-104	GRATUITIES	5,000.00	0.00	726.00	14.52	4,274.00	7,800.00	30.00	613.04	7.86	7,186.96
603-4-4512-113	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4512-114	UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4512-121	EMPLOYER CONT. P E R A	2,500.00	231.06	849.26	33.97	1,650.74	3,200.00	342.84	928.03	29.00	2,271.97
603-4-4512-122	EMPLOYER CONT. F I C A	4,590.00	299.21	1,082.49	23.58	3,507.51	6,500.00	546.64	1,344.58	20.69	5,155.42
603-4-4512-130	EMPLOYER PAID INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4512-151	WORKER'S COMPENSATION	620.00	0.00	787.00	126.94	(167.00)	700.00	0.00	655.18	93.60	44.82
TOTAL EMPLOYEE WAGES & BENEFIT		72,710.00	4,441.50	15,383.28	21.16	57,326.72	98,200.00	8,035.44	19,674.44	20.04	78,525.56
OPERATING EXPENSES											
603-4-4512-210	SUPPLIES - GENERAL	11,000.00	1,873.00	3,883.06	35.30	7,116.94	15,000.00	504.96	2,020.48	13.47	12,979.52
603-4-4512-217	TOWELS/LINENS	6,000.00	460.50	1,077.92	17.97	4,922.08	6,000.00	247.28	881.12	14.69	5,118.88
603-4-4512-251	COGS - ALCOHOL	52,432.00	(5,881.33)	(2,417.39)	(4.61)	54,849.39	53,000.00	1,872.30	4,280.46	8.08	48,719.54
603-4-4512-254	COGS - BEV NON-ALCOHOL	18,501.00	1,796.45	2,426.09	13.11	16,074.91	20,110.00	0.00	25.61	0.13	20,084.39
603-4-4512-259	COGS - FOOD	52,920.00	6,200.57	11,535.98	21.80	41,384.02	66,000.00	53.58	4,647.77	7.04	61,352.23
603-4-4512-262	COGS - SUNDRIES	4,800.00	894.52	1,083.08	22.56	3,716.92	8,000.00	0.00	0.00	0.00	8,000.00
603-4-4512-263	EXPIRED GOODS	500.00	0.00	347.83	69.57	152.17	800.00	0.00	0.00	0.00	800.00
603-4-4512-340	ADVERTISING & PUBLICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4512-365	INSURANCE DEDUCTIBLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	0.00	(3.00)
603-4-4512-404	REPAIRS & MAINTENANCE	2,000.00	0.00	413.05	20.65	1,586.95	3,000.00	289.45	1,371.44	45.71	1,628.56
603-4-4512-415	EQUIPMENT RENTAL	2,000.00	0.00	642.99	32.15	1,357.01	3,000.00	388.11	1,543.07	51.44	1,456.93
603-4-4512-417	UNIFORMS	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00
603-4-4512-430	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,025.00	0.00	(2,025.00)
603-4-4512-460	LICENSE FEES/REGISTRATION	4,000.00	40.00	3,360.43	84.01	639.57	4,000.00	0.00	3,320.43	83.01	679.57
603-4-4512-500	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES		154,653.00	5,383.71	22,353.04	14.45	132,299.96	178,910.00	3,355.68	20,118.38	11.24	158,791.62
TOTAL Food & Beverage		227,363.00	9,825.21	37,736.32	16.60	189,626.68	277,110.00	11,391.12	39,792.82	14.36	237,317.18

603-GOLF COURSE
Maintenance

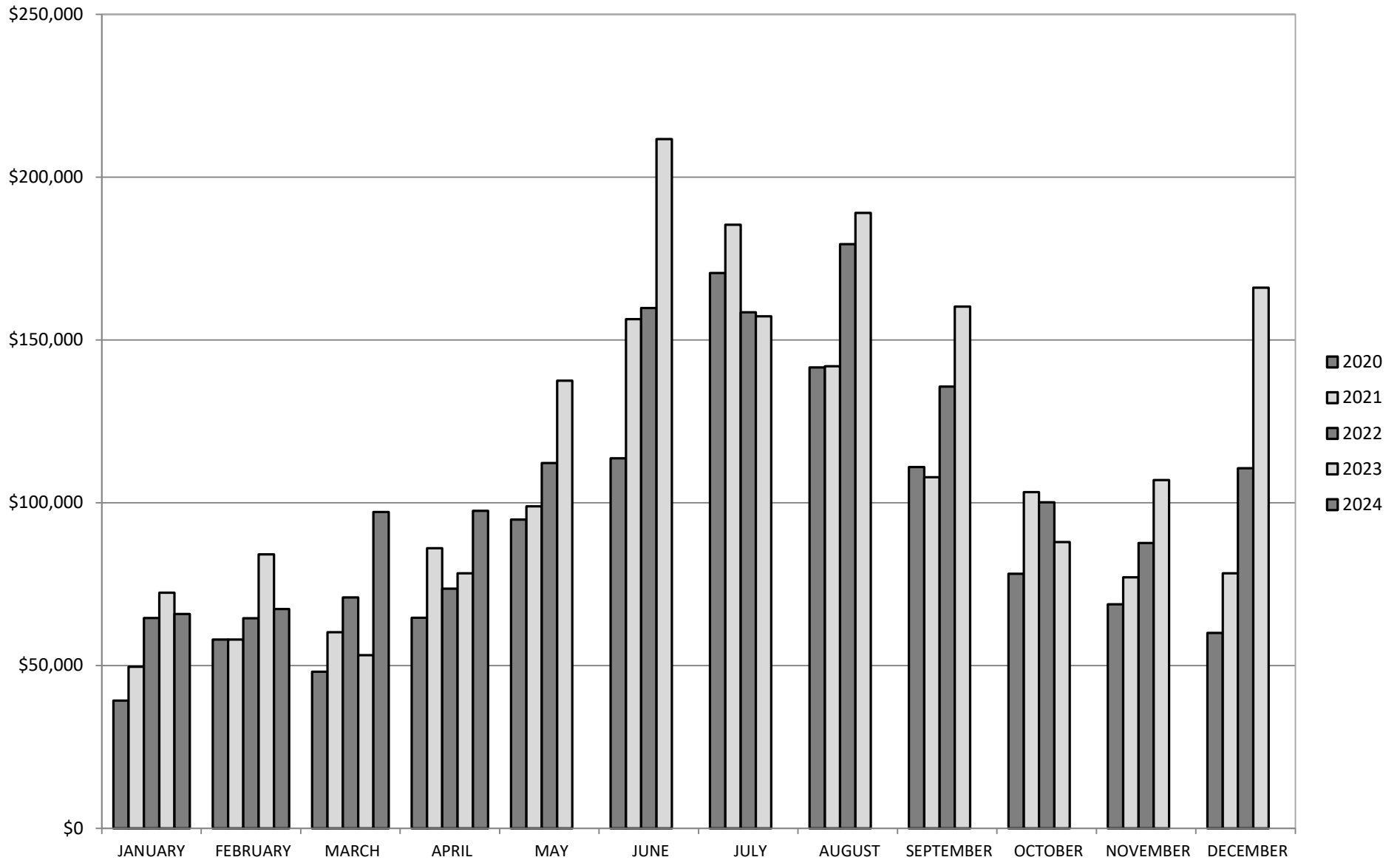
		2023					2024				
DEPARTMENTAL EXPENDITURES		2023 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	2024 BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
EMPLOYEE WAGES & BENEFIT											
603-4-4513-101	WAGES FULL-TIME	162,880.00	13,294.40	49,490.40	30.38	113,389.60	172,470.00	14,921.23	60,999.95	35.37	111,470.05
603-4-4513-102	WAGES OVERTIME	850.00	0.00	0.00	0.00	850.00	1,000.00	0.00	0.00	0.00	1,000.00
603-4-4513-103	WAGES PART-TIME	72,000.00	1,169.91	1,169.91	1.62	70,830.09	72,000.00	4,796.20	4,796.20	6.66	67,203.80
603-4-4513-113	EMPLOYEE BENEFITS	600.00	0.00	700.00	116.67	(100.00)	760.00	0.00	700.00	92.11	60.00
603-4-4513-114	UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	2,546.00	0.00	0.00	0.00	2,546.00
603-4-4513-115	VACATION ACCRUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4513-121	EMPLOYER CONT. P E R A	12,215.00	1,026.71	3,992.92	32.69	8,222.08	12,935.00	1,119.11	4,824.27	37.30	8,110.73
603-4-4513-122	EMPLOYER CONT. F I C A	18,080.00	1,061.04	4,003.75	22.14	14,076.25	18,836.00	1,452.65	5,115.12	27.16	13,720.88
603-4-4513-129	GERF CHANGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4513-130	EMPLOYER PAID INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4513-131	HEALTH INSURANCE	13,450.00	965.86	4,863.44	36.16	8,586.56	12,590.00	2,248.86	11,084.08	88.04	1,505.92
603-4-4513-132	DENTAL INSURANCE	470.00	198.75	795.00	169.15	(325.00)	1,799.00	215.45	1,099.27	61.10	699.73
603-4-4513-133	LIFE & S-T DISABILITY	480.00	45.52	178.14	37.11	301.86	156.00	45.52	230.78	147.94	(74.78)
603-4-4513-135	OPEB EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4513-151	WORKER'S COMP INSURANCE	2,425.00	0.00	3,209.00	132.33	(784.00)	2,556.00	0.00	2,791.56	109.22	(235.56)
TOTAL EMPLOYEE WAGES & BENEFIT		283,450.00	17,762.19	68,402.56	24.13	215,047.44	297,648.00	24,799.02	91,641.23	30.79	206,006.77
OPERATING EXPENSES											
603-4-4513-210	SUPPLIES - GENERAL	6,000.00	797.16	1,304.38	21.74	4,695.62	6,000.00	198.55	2,057.48	34.29	3,942.52
603-4-4513-212	MOTOR FUELS	15,000.00	719.14	719.14	4.79	14,280.86	25,000.00	2,348.96	2,956.61	11.83	22,043.39
603-4-4513-216	FERTILIZER & CHEMICALS	40,000.00	0.00	1,551.39	3.88	38,448.61	40,000.00	0.00	0.00	0.00	40,000.00
603-4-4513-221	R & M - MACHINERY PARTS	25,000.00	1,839.37	14,010.53	56.04	10,989.47	29,000.00	5,520.09	10,994.24	37.91	18,005.76
603-4-4513-222	R & M - IRRIGATION	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	44.04	44.04	0.44	9,955.96
603-4-4513-231	SAFETY EQUIPMENT & TRAINING	800.00	0.00	614.30	76.79	185.70	684.00	0.00	1,331.64	194.68	(647.64)
603-4-4513-247	R & M - COURSE GEN IMPROV	10,000.00	0.00	0.00	0.00	10,000.00	12,000.00	4,367.71	4,426.50	36.89	7,573.50
603-4-4513-310	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4513-330	TRAVEL, CONF, MILEAGE	500.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00	0.00	500.00
603-4-4513-369	INSURANCES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4513-381	ELECTRIC	1,000.00	33.13	128.32	12.83	871.68	1,400.00	35.80	135.16	9.65	1,264.84
603-4-4513-382	WATER/SEWER	38,000.00	45.35	161.95	0.43	37,838.05	50,000.00	348.39	477.73	0.96	49,522.27
603-4-4513-404	REPAIRS & MAINTENANCE	1,000.00	0.00	0.00	0.00	1,000.00	1,200.00	20.67	248.20	20.68	951.80
603-4-4513-405	R & M - PRIVATE CART REP	2,000.00	3,093.20	3,093.20	154.66	(1,093.20)	2,600.00	1,599.96	1,779.86	68.46	820.14
603-4-4513-417	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
603-4-4513-430	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	300.00	0.00	1,358.48	452.83	(1,058.48)
603-4-4513-441	SPECIAL PROJECTS	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
603-4-4513-500	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES		159,300.00	6,527.35	21,583.21	13.55	137,716.79	188,684.00	14,484.17	25,809.94	13.68	162,874.06
TOTAL Maintenance		442,750.00	24,289.54	89,985.77	20.32	352,764.23	486,332.00	39,283.19	117,451.17	24.15	368,880.83
TOTAL EXPENDITURES		1,127,941.00	78,292.05	287,985.51	25.53	839,955.49	1,257,881.00	97,530.89	327,886.36	26.07	929,994.64
REVENUES OVER/(UNDER) EXPENDITURES		(43,209.00)	129,941.51	80,912.78		(124,121.78)	(41,657.00)	99,415.83	126,618.30		(168,275.30)

NEW PRAGUE GOLF CLUB MONTHLY REVENUES 2020 - 2024



Please note, in 2020 transfer from City of \$60,635 in January and December
Please note, in 2021-2023 transfer from City of \$60,635 in June and December

NEW PRAGUE GOLF CLUB MONTHLY EXPENSES 2020 - 2024





400 Lexington Avenue South, New Prague, MN 56071
Phone: 952-758-5326 info@newpraguegolf.com

MEMORANDUM

TO: GOLF BOARD
FROM: ROBIN PIKAL, FINANCE DIRECTOR
SUBJECT: 2023 AUDITED GOLF FINANCIAL STATEMENTS
TODAY'S DATE: MAY 17TH, 2023

Attached are the following pages from the 2023 City of New Prague Annual Financial Audit Report as they pertain to the Golf Course. Golf Board review only, no action needed. City Council reviewed/approved the FY23 Annual Audit on Monday, May 20th at the regular council meeting.

- Statement of Net Position (*identified as page 102 from the Financial Report*)
- Statement of Revenues, Expenses and Changes in Net Position (*identified as page 103 from the Financial Report*)
- Statement of Cash Flows (*identified as pages 104 from the Financial Report*)
- Presentation Slide: Golf Fund – Cash Flows from Operations & Cash Balances
- Executive Governance Summary



City of New Prague

2023 Financial Statement Audit



City of New Prague, Minnesota
Nonmajor Proprietary Funds
Combining Statement of Net Position
December 31, 2023

Section 2, Item d.

	Business-type Activities - Enterprise Funds			Totals
	651 Ambulance	603 Golf	606 Storm Water Utility	
Assets				
Current Assets				
Cash and temporary investments	\$ 187,004	\$ 391,365	\$ 1,075,822	\$ 1,654,191
Receivables				
Accounts	-	11,108	29,812	40,920
Intergovernmental	-	-	2,389	2,389
Inventories	-	57,888	-	57,888
Total Current Assets	187,004	460,361	1,108,023	1,755,388
Noncurrent Assets				
Capital assets				
Land improvements	-	910,290	-	910,290
Buildings and structures	-	1,094,511	-	1,094,511
Infrastructure	-	-	8,282,527	8,282,527
Machinery and equipment	-	1,560,538	29,296	1,589,834
Less accumulated depreciation	-	(2,765,451)	(4,026,033)	(6,791,484)
Total capital assets	-	799,888	4,285,790	5,085,678
Total Assets	187,004	1,260,249	5,393,813	6,841,066
Deferred Outflows of Resources				
Deferred other post employment benefit resources	-	872	625	1,497
Deferred pension resources	-	71,391	14,498	85,889
Total Deferred Outflows of Resources	-	72,263	15,123	87,386
Liabilities				
Current Liabilities				
Accounts and contracts payable	51	77,733	698	78,482
Due to other governments	559	2,553	-	3,112
Accrued interest payable	-	3,152	21,870	25,022
Accrued wages payable	-	4,669	1,317	5,986
Accrued compensated absences payable	-	6,718	-	6,718
Customer deposits payable	-	65,711	-	65,711
Unearned revenue	-	118,663	-	118,663
Bonds payable - current	-	64,000	110,348	174,348
Total Current Liabilities	610	343,199	134,233	478,042
Noncurrent Liabilities				
Accrued compensated absences payable	-	4,488	-	4,488
Bonds payable - net of current portion	-	221,487	1,460,476	1,681,963
Net pension liability	-	218,084	46,339	264,423
Other post employment benefits	-	4,375	3,134	7,509
Total Noncurrent Liabilities	-	448,434	1,509,949	1,958,383
Total Liabilities	610	791,633	1,644,182	2,436,425
Deferred Inflows of Resources				
Deferred other post employment benefit resources	-	1,651	1,183	2,834
Deferred pension resources	-	60,854	14,813	75,667
Total Deferred Inflows of Resources	-	62,505	15,996	78,501
Net Position				
Net investment in capital assets	-	514,401	2,734,426	3,248,827
Unrestricted	186,394	(36,027)	1,014,332	1,164,699
Total Net Position	\$ 186,394	\$ 478,374	\$ 3,748,758	\$ 4,413,526

City of New Prague, Minnesota

Nonmajor Proprietary Funds

Combining Statement of Revenues, Expenses and Changes in Fund Net Position

For the Year Ended December 31, 2023

Section 2, Item d.

	Business-type Activities - Enterprise Funds			Totals
	651	603	606	
	Ambulance	Golf	Storm Water Utility	
Operating Revenues				
Sales	\$ -	\$ 512,000	\$ -	\$ 512,000
Cost of sales	-	(235,609)	-	(235,609)
Gross profit	-	276,391	-	276,391
Charges for services	-	897,953	406,626	1,304,579
Miscellaneous	19,950	1,283	-	21,233
Total Operating Revenues	19,950	1,175,627	406,626	1,602,203
Operating Expenses				
Salaries and benefits	-	679,541	96,116	775,657
Supplies	152	193,842	1,435	195,429
Other services and charges	10,776	146,860	19,980	177,616
Insurance	2,746	14,443	-	17,189
Utilities	-	119,636	-	119,636
Depreciation	-	98,717	239,317	338,034
Total Operating Expenses	13,674	1,253,039	356,848	1,623,561
Operating Income (Loss)	6,276	(77,412)	49,778	(21,358)
Nonoperating Revenues (Expenses)				
Intergovernmental	-	27	6	33
Investment income	5,449	11,642	32,217	49,308
Gain (loss) on disposal of capital assets	-	4,295	-	4,295
Amortization of bond premium	-	6,433	11,723	18,156
Bond issuance costs	-	(3,160)	(14,879)	(18,039)
Interest expense	-	(12,865)	(44,183)	(57,048)
Total Nonoperating Revenues (Expenses)	5,449	6,372	(15,116)	(3,295)
Income (Loss) Before Transfers	11,725	(71,040)	34,662	(24,653)
Transfers In	-	121,270	-	121,270
Change in Net Position	11,725	50,230	34,662	96,617
Net Position, January 1	174,669	428,144	3,714,096	4,316,909
Net Position, December 31	\$ 186,394	\$ 478,374	\$ 3,748,758	\$ 4,413,526

City of New Prague, Minnesota

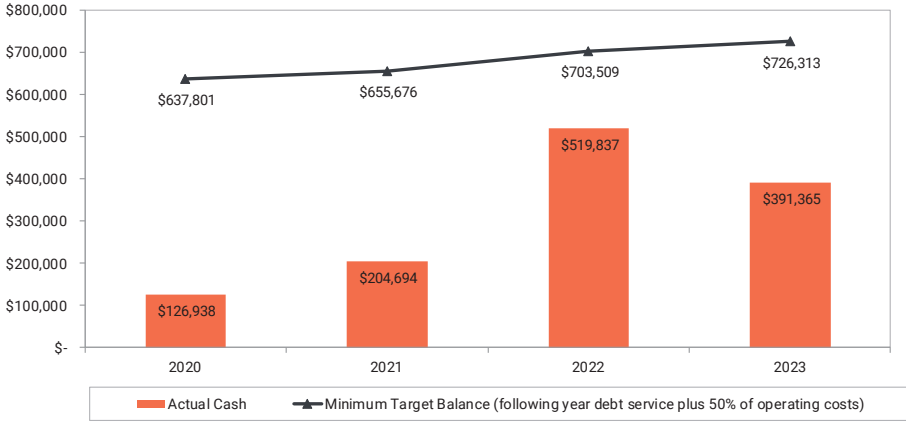
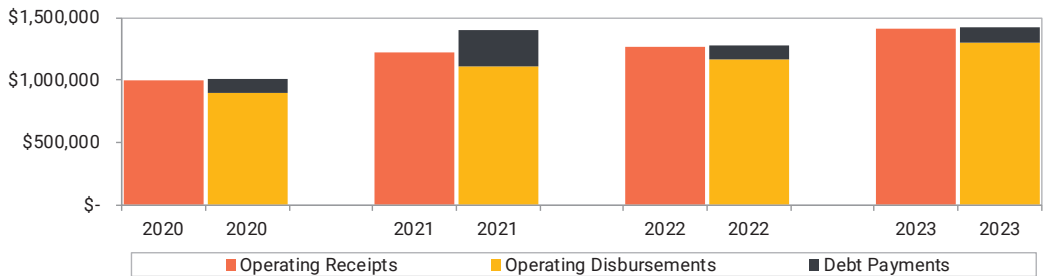
Nonmajor Proprietary Funds

Combining Statement of Cash Flows (Continued on the Following Page)

For the Year Ended December 31, 2023

Section 2, Item d.

	Business-type Activities - Enterprise Funds			
	651	603	606	
	Ambulance	Golf	Storm Water Utility	Totals
Cash Flows from Operating Activities				
Receipts from customers	\$ -	\$ 1,413,931	\$ 405,303	\$ 1,819,234
Payments to suppliers and vendors	(13,580)	(661,030)	(2,517)	(677,127)
Payments to and on behalf of employees	-	(642,797)	(82,990)	(725,787)
Other receipts	19,950	1,283	-	21,233
Net Cash Provided (Used) by Operating Activities	6,370	111,387	319,796	437,553
Cash Flows from Noncapital Financing Activities				
State grants received	-	27	6	33
Transfers from other funds	-	121,270	-	121,270
Net Cash Provided (Used) by Noncapital Financing Activities	-	121,297	6	121,303
Cash Flows from Capital Financing Activities				
Payments on advances from other funds	-	(23,187)	-	(23,187)
Acquisition and construction of capital assets	-	(232,642)	(543,947)	(776,589)
Proceeds from the disposal of capital assets	-	4,295	-	4,295
Proceeds from debt instruments, net of discounts/premiums	-	-	583,548	583,548
Principal paid on debt instruments	-	(103,000)	(94,616)	(197,616)
Interest paid on debt instruments	-	(15,104)	(44,183)	(59,287)
Issuance costs paid on debt instruments	-	(3,160)	(14,879)	(18,039)
Net Cash Provided (Used) by Capital Financing Activities	-	(372,798)	(114,077)	(486,875)
Cash Flows from Investing Activities				
Interest received	5,449	11,642	32,217	49,308
Net Increase (Decrease) In Cash and Cash Equivalents	11,819	(128,472)	237,942	121,289
Cash and Cash Equivalents, January 1	175,185	519,837	837,880	1,532,902
Cash and Cash Equivalents, December 31	\$ 187,004	\$ 391,365	\$ 1,075,822	\$ 1,654,191



Golf Fund

Cash Flows from Operations and Cash Balances



Executive Governance Summary

City of New Prague
New Prague, Minnesota

For the year ended December 31, 2023



Edina Office
5201 Eden Avenue, Ste 250
Edina, MN 55436
P 952.835.9090

Mankato Office
100 Warren Street, Ste 600
Mankato, MN 56001
P 507.625.2727

Scottsdale Office
14500 N Northsight Blvd, Ste 233
Scottsdale, AZ 85260
P 480.864.5579

April 30, 2024

Management, Honorable Mayor and City Council
City of New Prague, Minnesota

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of New Prague, Minnesota (the City), for the year ended December 31, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 5, 2023. Professional standards also require that we communicate the following information related to our audit.

Significant Audit Findings

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did identify one deficiency in internal control that we consider to be material weaknesses described in the following pages as item 2023-002, and 2023-001 that we consider to be a significant deficiency.

Condition: During our audit we reviewed internal control procedures over payroll, disbursements, cash receipts, utility billing and investments and found the City to have limited segregation of duties in these areas as noted below.

Criteria: There are four general categories of duties: authorization, custody, record keeping and reconciliation. In an ideal system, different employees perform each of these four major functions. In other words, no one person has control of two or more of these responsibilities.

Effect: The existence of this limited segregation of duties increases the risk of fraud

Cause: Currently, the Finance Director has control of payroll checks, sets up and maintains all employee records, issues checks to employees, initiates payroll transfers for direct deposit, and approves payroll. The Accounting Technician runs the payroll, posts activity to the general ledger and prepares the payroll tax returns. The Finance Director and Accounting Technician alternate the reconciliation of bank accounts.

Recommendation: We recommend the City review the spreadsheet provided to see if any duties can be adjusted to properly segregate the four categories of duties. It is important that the Council is aware of this condition and monitors all financial information.

Management Response:

The City has already taken measures to attempt to comply even though they are relatively small and the number of clerical/bookkeeping staff they can employ is limited. The Council has addressed this circumstance by active participation in the City's affairs. This includes approval of expenditures, regular review of financial statements and budget comparisons.

Updated Progress from Prior Year:

No update from the prior year.

Internal Control Over Disbursements

Cause: The Accounting Technician maintains the signature plate, sets up and maintains vendors, posts to the general ledger, prepares checks, and maintains accounts payable records. The Planning Technician Receptionist opens mail and mails checks to vendors. The Purchase/Inventory Clerk matches invoices to purchase orders and maintains the purchase journal. The Finance Director and Accounting Technician alternate the reconciliation of the bank accounts.

Recommendation: We recommend the City review the spreadsheet provided to see if any duties can be adjusted to properly segregate the four categories of duties. It is important that the Council is aware of this condition and monitors all financial information.

Management Response:

The City has already taken measures to attempt to comply even though they are relatively small and the number of clerical/bookkeeping staff they can employ is limited. The Council has addressed this circumstance by active participation in the City's affairs. This includes approval of expenditures, regular review of financial statements, regular review of bank reconciliations and budget comparisons. The duties of setting up and maintain vendors, opening the mail, maintaining the general ledger, preparing checks, and mailing the checks have been separated as much as allowed with the limited number of staff.

Updated Progress from Prior Year:

No update from the prior year.

Internal Control Over Cash Receipts

Cause: The Planning Technician Receptionist opens mail and takes deposits to the bank. The Billing Clerk receives and endorses checks/currency and prepares the deposit.

Recommendation: We recommend the City review the spreadsheet provided to see if any duties can be adjusted to properly segregate the four categories of duties. It is important that the Council is aware of this condition and monitors all financial information.

Management Response:

The City has already taken measures to attempt to comply even though they are relatively small and the number of clerical/bookkeeping staff they can employ is limited. The Council has addressed this circumstance by active participation in the City's affairs. This includes review of deposits, regular review of financial statements, regular review of bank reconciliations and budget comparisons.

Updated Progress from Prior Year:

No update from the prior year.

Internal Control Over Utility Billing

Cause: The Billing Clerk sets up and maintains customers and rates, generates billing statements, mails billing statements, and prepares the deposit.

Recommendation: We recommend the City review the spreadsheet provided to see if any duties can be adjusted to properly segregate the four categories of duties. It is important that the Council is aware of this condition and monitors all financial information.

Management Response:

The City has already taken measures to attempt to comply even though they are relatively small and the number of clerical/bookkeeping staff they can employ is limited. The Council has addressed this circumstance by active participation in the City's affairs. This includes review of deposits, regular review of financial statements, regular review of bank reconciliations and budget comparisons.

Updated Progress from Prior Year:

No update from the prior year.

Internal Control Over Journal Entries

Cause: The accounting technician posts all journal entries, which have not been through an approval process.

Recommendation: SAS No. 145 required evaluating the design and implementation of certain controls including journal entries and other adjustments. Through our audit testing we determined there were lack of controls related to journal entries. We recommend implementing a formal approval process for all manual journal entries.

Management response:

The City will implement an approval process for manual journal entries going forward.

2023-002

Material Audit Adjustments

Condition:	Adjustments were needed to record and adjust the beginning EDA balances, coding of bond proceeds coded to the incorrect fund, debt service fund tax revenues, and capital project activity.
Criteria:	The financial statements are the responsibility of the City's management.
Cause:	The financial statements required material audit adjustments to be reasonably stated.
Effect:	This indicated that it would be likely that a misstatement may occur and not be detected by the City's system of internal control. The audit firm cannot serve as a compensating control over this deficiency.
Recommendation:	We recommend that management review bond proceed coding to ensure they are recorded in the proper project fund, review tax levy revenue recorded compared to the approved levy, and review large capital projects that are done in conjunction with outside agencies for portions owned by the City.

Management response:

The City will review the adjustments necessary and try to eliminate these entries in the future.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported in accordance with *Government Auditing Standards*.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies were not changed during the year ended December 31, 2023. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumption about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements include depreciation on capital assets, allocation of wage expenses, liability for the City's pension, and the liability for the City's other postemployment benefits (OPEB).

- Management's estimate of depreciation is based on estimated useful lives of the assets. Depreciation is calculated using the straight-line method.
- Allocations of gross wages and payroll benefits are approved by the City Council within the City's budget and are derived from each employee's estimated time to be spent serving in the respective function of the City. These allocations are also used in allocating accrued compensated absences payable.



- Management's estimate of its pension liability is based on several factors including, but not limited to, investment return rate, retirement age for active employees, life expectancy, salary increases and form of annuity payment upon retirement.
- Management's estimate of its OPEB liability is based on several factors including, but not limited to, anticipated retirement age for active employees, life expectancy, turnover, and healthcare cost trend rates.

We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements as a whole. The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. We proposed several journal entries that we consider to be audit entries or corrections of management decisions of which the following we consider to be material audit adjustments:

- To correct beginning EDA balances.
- To correct the coding of tax receipts.
- To adjust capital asset balances.
- To correct the coding of bond proceeds.

Disagreements with Management

For purposes of this letter professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 30, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Written Policies and Procedures

The City has documented some of its accounting policies and procedures during the year. We recommend that the staff continue creating and adopting written accounting policies and procedures.



Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

The following item did not materially affect the financial statements, however we feel should be brought to your attention for future improvements:

- The City’s budget did not match the budget approved by the Council.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) (Management’s Discussion and Analysis, the Schedules of Employer’s Share of the Net Pension Liability, the Schedule of Changes in Net Pension Liability (Asset) and Related Ratios, the Schedules of Employer’s Contributions and the Schedule of Changes in the City’s Total OPEB Liability and Related Ratios), which is information that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information (combining and individual fund financial statements and schedules), which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory or statistical sections, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on them.

Future Accounting Standard Changes

The following Governmental Accounting Standards Board (GASB) Statements have been issued and may have an impact on future City financial statements: ⁽¹⁾

GASB Statement No. 100 - <i>Accounting Changes and Error Corrections</i>	<i>Effective: 12/31/2024</i>
GASB Statement No. 101 - <i>Compensated Absences</i>	<i>Effective: 12/31/2024</i>
GASB Statement No. 102 – <i>Certain Risk Disclosures</i>	<i>Effective: 12/31/2025</i>

Further information on upcoming [GASB pronouncements](#).



Restriction on Use

This purpose of this communication is solely for the information and use of the City Council and management of the City and is not intended to be, and should not be used by anyone other than those specified parties.

Our audit would not necessarily disclose all weaknesses in the system because it was based on selected tests of the accounting records and related data. The comments and recommendations in the report are purely constructive in nature, and should be read in this context.

If you have any questions or wish to discuss any of the items contained in this letter, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service and for the courtesy and cooperation extended to us by your staff.



Abdo
Mankato, Minnesota
April 30, 2024