

# Department of Golf Services Program Summary

## ***Appropriation Summary***

	<b>FY 2002-03 Actual</b>	<b>FY 2003-04 Amended</b>	<b>FY 2004-05 Proposed</b>	<b>FY 2004-05 Adopted</b>	<b>% Change</b>
Revenues	\$ 2,229,735	2,645,004	2,271,559	2,271,559	(14.12)%
Expenditures	\$ 2,198,191	2,645,004	2,271,559	2,271,559	(14.12)%
FTE	19	19	19	19	0.00%

## ***Department Mission***

For all citizens and golf course patrons, the City is committed to provide excellent golf facilities and a coordinated golf program. This includes course access, instruction, education, and competition. The mission will be accomplished within the established economic guidelines and City of Portsmouth constraints.

## ***Department Budget in Brief***

The golf operation is managed in the Golf Enterprise Fund.

- For The Links at City Park and Bide-A-Wee, the courses and facilities will be maintained at a level meeting or exceeding the Golf Course Revenue Bond covenants.
- Through the number of rounds played and fees collected, the staffing level will be maximized.
- Six week long summer camps are offered to 300 area youth. The City, local businesses, and charity organizations sponsor the camps.
- To reduce dependency on City water for irrigation, included in the Bide-A-Wee budget are funds to begin installing wells.

## ***Department Operational Summary***

Golf Professional / General Manager: Oversees entire golf operations; sets golf rates, course policies, oversees tournament bookings; interprets golf rules for tournament players; monitors the food service contracts for all course operations.

Manager of Golf Operations: Oversees the maintenance, upkeep and improvements to both City courses; establishes and administers the operation and maintenance budgets.

Administration: Budget preparation; assures proper revenue collection and accountability; administers accounts payable and receivable; oversees proper building and equipment maintenance.

# Department of Golf Services Resource Summary

<b>Golf Enterprise Fund</b>	<b>FY 2002-03 Actual</b>	<b>FY 2003-04 Amended</b>	<b>FY 2004-05 Proposed</b>	<b>FY 2004-05 Adopted</b>
<i>Revenues</i>				
Charges For Services	\$ 1,296,337	1,615,658	1,533,000	1,533,000
Interest	23,168	25,000	25,000	25,000
Use Of Property	187,155	307,800	207,800	207,800
Miscellaneous Other Revenues	-	474,354	-	-
Operating Transfers In	793,075	122,192	505,759	505,759
Bond Proceeds	-	100,000	-	-
<b>Total Revenues</b>	<b>\$ 2,299,735</b>	<b>2,645,004</b>	<b>2,271,559</b>	<b>2,271,559</b>

<b>Golf Enterprise Fund (Bide-A-Wee)</b>	<b>FY 2002-03 Actual</b>	<b>FY 2003-04 Amended</b>	<b>FY 2004-05 Proposed</b>	<b>FY 2004-05 Adopted</b>
<i>Expenditures</i>				
Salaries	\$ 322,349	343,650	366,911	366,911
Benefits	75,437	94,103	119,670	119,670
Contractual Services	311,027	327,573	253,682	253,682
Materials and Supplies	183,009	187,264	171,350	171,350
Other Operating Expenses	362,093	135,900	125,400	125,400
Internal Service Charges and Expenses	3,179	-	-	-
Capital Outlay	35,370	98,660	25,000	25,000
Debt Service	430,695	877,319	700,215	700,215
<b>Total Expenditures</b>	<b>\$ 1,723,159</b>	<b>2,064,469</b>	<b>1,762,228</b>	<b>1,762,228</b>

<i>Personnel Summary</i>				
Golf Professional	1	1	1	1
Assistant Golf Professional	1	1	1	1
Administrative Coordinator II	1	1	1	1
Assistant Golf Course Superintendent II	1	1	1	1
Mechanic	1	1	1	1
Equipment Operator II	6	6	6	6
Equipment Operator Crew Leader	1	1	1	1
<b>Total Positions</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

<b>Golf Enterprise Fund (City Park)</b>	<b>FY 2002-03 Actual</b>	<b>FY 2003-04 Amended</b>	<b>FY 2004-05 Proposed</b>	<b>FY 2004-05 Adopted</b>
<i>Expenditures</i>				
Salaries	\$ 184,082	228,720	230,811	230,811
Benefits	42,288	53,058	69,235	69,235
Contractual Services	104,215	129,068	73,685	73,685
Materials and Supplies	65,705	84,850	76,710	76,710
Other Operating Expenses	45,095	48,700	43,890	43,890
Internal Service Charges and Expenses	19,447	20,139	-	-
Capital Outlay	14,200	16,000	15,000	15,000
<b>Total Expenditures</b>	<b>\$ 475,032</b>	<b>580,535</b>	<b>509,331</b>	<b>509,331</b>

<i>Personnel Summary</i>				
Assistant Golf Professional	1	1	1	1
Manager Of Golf Operations	1	1	1	1
Assistant Golf Course Superintendent II	1	1	1	1
Equipment Operator Crew Leader	1	1	1	1
Equipment Operator II	3	3	3	3
<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>