

Golf Commission Minutes

Tuesday, December 8, 2020 12:00pm

Zoom Meeting

Members Present: Abram, B. Jones, Reusche, Hankner

Members Absent: Thorson

Staff Present: Riordan, D. Jones, David, Miller, Troyna

Council Present: Mayor Adam Hoffman

Visitors Present:

Summary of Formal Action: The meeting was called to order at 12:01 pm by Chairperson B. Jones.

Motion: Approve the November 10, 2020 minutes as presented.

23-20

Moved: Abram

Seconded: Reusche

Yes: 4

No: 0

Absent: 1

Regular Business:

1. Sharon's Last Meeting

Riordan thanked Abram for her time served on the Golf Commission since 2011.

2. New Commission Member Process

Riordan stated that an email was sent to Commission members asking for recommendations to fill the open position. No applications have been received yet. Discussion was held on some possible candidates.

Riordan explained the process for replacing a Commission member.

3. Discussion on budget items for FY21-22

Riordan stated that he did not have all of the budget numbers ready yet. At the January meeting the Commission will go through the proposed budget thoroughly.

A few highlights:

- #6501 Building/Grounds Maintenance/Supplies will be budgeting \$6500 to begin replacing fencing in a two-phase process, as well as \$2000 to begin planting a tree nursery to replace trees that have been taken down on the Course. Riordan also mentioned that Vegetation Management is looking to budget for a new tree spade that the Golf Course staff would have access to. However, this would be contingent on receiving a grant from the Iowa Living Roadway Trust Fund.
- #6504 Minor Equipment will be budgeting \$7000 for a pond aerifier on hole #7, as well as \$1300 in #6371 Utilities to run the new aerifier. Riordan showed a video of the proposed aerifier. D. Jones explained that it would help with algae in the pond and water circulation, but would not help with weeds.
- #6499 Miscellaneous Contracts will be budgeting \$2475 to pay for the warranty plan for the irrigation computer system.
- #6757 Capital Equipment will be budgeting \$7500 for a used Turf Sweeper to help clean up after the annual aerification process.

Hankner asked if the Hospital would be providing any fencing for the boundary area where they removed fencing. Riordan responded that he would be in discussions with them regarding that possibility.

Riordan noted that for the Pro Shop budget he and David are looking into replacing the security cameras. Approximately \$1200 will be budgeted for this. The current cameras are outdated. New cameras will provide better options for surveillance.

B. Jones questioned the budgeted hours for Pro Shop seasonals. It was noted as a typo in the preliminary budget and would be adjusted from 1000 to 2000 hours.

Riordan stated that he and David have been in discussion regarding painting the outside of the Pro Shop. Riordan would expect the Club to pay for this or at least allow for it to be done. The Club will be contacted regarding this. David will be obtaining estimates. There was positive feedback from the Commission members to add this to the budget.

4. Gift Certificate Expiration Dates

David explained that the Course has been using Tee Snap for the past three years and there is currently no way to put an expiration date on gift certificates. There is currently \$18,000 in outstanding gift certificates. He explained that he is currently in the process of contacting certificate holders to use their Pro Shop credit to clear this up. It is recommended to set April 1st of each year as the expiration date of gift certificates, this would begin April 1, 2022.

Motion: To approve setting April 1 of each year as the expiration date of gift certificates purchased or won during the previous year.

24-20

Moved: B. Jones

Seconded: Abram

Yes: 4

No: 0

Absent: 1

Director's Report: Riordan commented on the financials. He noted that the daily admission revenue is at 98%, which is \$30,000 ahead of November 2019. Additionally, season passes are up \$6,000 as well. This was obviously a good year for Golf Course revenue. He commented on a few unexpected expenses including irrigation repairs and a power washer that were over budget.

Course Staff Report: D. Jones reported the following:

- Staff has been able to address a suggestion on hole #15 where long grass was blocking the view of the stream. This has been mowed down and taken care of.
- Straw bails have been placed around the trees on hole #1 in preparation for snow.
- Miller was able to slope the dry run area near the John Deere plant and the long weeds are now gone.
- The second half of the Turf Shop roof has been completed.
- They are waiting on Overhead Door to add insulation to the current shed doors, which will help with utilities in the winter months.
- They are currently cutting down dead trees. To-date, they have removed 6 Ash, 1 Scotch Pine and 1 Maple on the South side. There are a few more to be completed and grinding of stumps

will begin soon. They hope to be able to get a few trees from Public Works to fill in some of the open areas left by the trees that have been removed.

B. Jones asked about the fence on #14. D. Jones replied that it is in fact our fence and will be taken down in the spring.

Pro Report: David reported that November had 1000 rounds played, over \$5000 daily fees, \$5000 in cart rentals and \$2500 in merchandise sales. The current goal is to get customers into the Pro Shop for merchandise sales and then memberships after January 1. The end of season sale was successful bringing in \$2500. He noted that 24,237 rounds have been played to-date this year, which is up compared to last year at 18,435 rounds played.

The course will be open on Wednesday, December 9 for golf. Forty people have already booked tee times. The weather is indicating that the Course could potentially be open Thursday, December 10 as well.

B. Jones asked about the PGA show. David commented that the show has been canceled. Vendors have been reaching out, ordering merchandise for next year will be done more online.

Chairperson's Report: B. Jones thanked Abram for her service over the years. He also noted that Miller was featured in the Leisure Services December newsletter and commended him on his work for the Course.

Communications:

There was no report from WAGOCO.

Reusche also thanked Abram and commented that the Pro Shop and Golf Maintenance staff do a tremendous job. He is impressed with the staff's ability to keep costs low and the quality golfing experience high, this does not go unnoticed.

Next Meeting: The next meeting will be held Tuesday, January 12, 2021 via Zoom.

Adjournment: The meeting adjourned at 12:51 pm.

Respectfully submitted,
Garret Riordan, Leisure Services Director