

Golf Commission Minutes

Tuesday, January 12, 2021 12:00pm

Zoom Meeting

Members Present: Hankner, Hubbard, B. Jones, Reusche, Thorson

Members Absent:

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

Council Present:

Visitors Present:

Summary of Formal Action: The meeting was called to order at 12:00 pm by Chairperson B. Jones.

Motion: Approve the December 8, 2020 minutes as presented.

01-21 Moved: Hankner Seconded: B. Jones
 Yes: 5 No: 0 Absent: 0

Regular Business:

1. Welcome New Golf Commissioner Angie Hubbard

Riordan welcomed Angie Hubbard as the new Golf Commissioner. Hubbard introduced herself to the commission and thanked them for asking her to serve.

2. Election of Officers

Thorson nominated B. Jones to continue serving as Chair of the Commission. There were no other nominations.

Motion: To appoint B. Jones as Chair of the Commission for 2021.

02-21 Moved: Thorson Seconded: Reusche
 Yes: 5 No: 0 Absent: 0

B. Jones nominated Thorson to continue serving as Vice Chair of the Commission. There were no other nominations.

Motion: To appoint Thorson as Vice Chair of the Commission.

03-21 Moved: B. Jones Seconded: Hankner
 Yes: 5 No: 0 Absent: 0

3. Review Proposed Budget

Riordan stated that there have been a few changes to the proposed budget since the last meeting.

Golf Course budget changes:

- #6310 Building Maintenance and Repair: A farm style sink has been added.
- #6371 Electric/Gas Utilities: Increased utilities due to adding a new aerifier to the pond on hole #7.

- #6373 Telecommunications: Includes warranty and tech support for the internet switch for the Turf Shed and Pro Shop.
- #6499 Contract Services: A warranty plan for the irrigation service has been added to the budget. This is budgeted every two years.
- #6504 Minor Equipment: Includes a new aerifier for hole #7.
- #6710 Capital Vehicles: We are looking to purchase a ¾ ton truck with tommy lift to replace the very rusty 2007 ½ ton truck the Golf Course staff is currently using. The new truck will allow staff to pull equipment more efficiently and it will be possible to add a blade in the future for snow removal if necessary.
- #6727 Capital Equipment: The addition of a used turf sweeper has been included. This will eliminate the need for extra staff assistance and decrease the time it takes to complete the aerification process.

B. Jones questioned the bid process for the truck. Riordan stated that bids will be sent out to local dealerships.

- #6799 Capital Other Improvements: Budgeting to replace the entire split rail fence all at one time rather than in two phases.

Hankner asked if there had been any feedback on the Hospital replacing the portion of the fence they removed. Riordan shared that he and D. Jones had discussed the need and agreed it does need to be replaced. Riordan will be in conversation with the hospital about this. Discussion was also held on locations and possible openings in the fences. D. Jones stated that the fence installation would be done in house.

Thorson asked about the security system at the Turf Shed. Discussion was held on current and future security options.

- #6801 & 6851 Principal Payments & Interest Payments: Fiscal year 2022 will see the last of the three payments to be made on equipment purchased a year and a half ago.

Hankner noted an error on the budget activity sheets where the rental of a stump grinder should be taken off and rental of an air compressor added. Riordan will see that this change is made.

B. Jones questions #6320 wondering if this is enough money budgeted based on history? Riordan explained that this year should not be as high as last year, so this number should be fine.

Pro Shop budget changes:

- #4502 (Revenue) Golf Lessons: David has previously given lessons on his own time. Riordan and David have discussed running lessons through the City. David would be able to teach them on City time and the revenue would come through the Pro Shop budget. He may still receive a percentage as well.
- #4503 (Revenue) OP 36: This is the addition of a program for youth and beginner golfers. David explained how the program works. It is an app that tracks distance, strokes, etc. This would be an additional fee added to memberships, which would be revenue for the course.
- #6310 Building Maintenance & Repair: This includes painting the outside of the Pro Shop.

Thorson questioned if this should be a Country Club expense since we rent the Pro Shop from them. Riordan stated it could be, but we are budgeting it and will convey to the Country Club board the opportunity for them to make aesthetic improvements to the Club as well. We will also ask their permission before any painting is done.

- #6419 Technology Services: This is where the OP 36 program will be purchased from.
- #6504 Minor Equipment: New security system and cameras have been added.

Reusche asked what the rationale is to have the City involved in the golf lessons. Riordan explained that it will reduce David's hours spent at the Course and allow for lessons on City time.

B. Jones questioned #6499 if the \$1300 for the security system is a one-time or annual fee. Riordan confirmed it is a one-time fee.

Thorson asked when the City Council budget meeting will be and if it will be open to the public. Riordan stated it will be January 30th. He explained the budget meeting process and that it would be open to the public depending on how many attend. It will not be televised.

B. Jones questioned why the Pro Shop staff wage number went down by 15%. Riordan indicated that he would look into this further as it was not a change he made.

Thorson asked if the cart attendants would still be a position at the Pro Shop this year. David responded that the cart attendant position will still be available in the up coming year.

Director's Report: Riordan commented on the financials. He commented that we are over budget in irrigation. He noted that the daily admission revenue is at 99%, which is \$30,000 ahead of last fiscal year.

Hubbard asked if the golf course was subsidized. Riordan responded that it is and explained the subsidization process.

Course Staff Report: D. Jones reported the following:

- He welcomed Hubbard to the Commission and invited her to stop by the Turf Shed anytime with questions.
- Miller is currently working on grinding reels and snow removal.
- He is working on chemical inventory and SDS sheets.
- The annual Turf Conference is coming up and will be virtual this year.
- They have recently cut down 15 Ash trees, 2 Scotch, 2 Maple and 1 Cedar. There are 4 more to be removed this spring. Once they have all the trees removed they will begin grinding stumps and attempt to get them all done at one time.
- We are currently looking for a seasonal tee mower as Jim Anderson has retired and will not be returning.
- One of the first things to be done this spring will be to spray for knot weed.
- He will be ordering grub control soon.

- They will be seeding old #13 tee for a sod farm. They have irrigation lines hooked up and will use old chemicals to treat the sod farm.
- They are beginning discussions on future equipment needs.

B. Jones asked about the budget objectives and the permanent platforms for benches and washers. D. Jones explained that currently the benches are put out and removed according to weather. They would like to install cement platforms which will make it easier to mow. They will begin replacing the benches with new weather resistant benches in the future that can be left in place year-round. They will be able to transfer memorial plaques to the new benches. They will also add a peg for ball washers. All of this will be done in house.

Pro Report: David reported that the course was open December 9 and 10, which was fortunate for this time of year. Merchandise sales are up \$1900 from last year and gift certificates sold are up \$1500 from last year thanks to a new online purchasing option. He is currently working on inventory and setting up the point-of-sale system for the coming season. He will begin selling memberships next week. He is slowly purchasing inventory online since there is no PGA show this year.

Chairperson's Report: B. Jones thanked Hubbard for joining the Commission. He also noted that the discussion of a future learning center needs to be added to upcoming agendas.

Thorson commented that she would like to see plans for a learning center get underway soon so they can be prioritized in planning for memorial park. Riordan added that there is still nothing in this budget for Memorial Park planning. But it will possibly be added to the next FY. He also explained the bond issue process as questions by Thorson and indicated that memorial Park would be done in phases.

Communications:

There was no report from WAGOCO.

Next Meeting: The next meeting will be held Tuesday, February 9, 2021 via Zoom.

Adjournment: The meeting adjourned at 1:07 pm.

Respectfully submitted,
Garret Riordan, Leisure Services Director