

**Golf Commission Meeting
May 20, 2013
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal; Dick DeLibro; Tony Guzzi; Joyce Michaels; Jonathan Turk

Also Attending: Hidalgo Nagashima, Director of Golf Course Property; Robert Brown, Director of Golf; Domenick Faustini, Concessioner

Members Absent: Joe DeLuca, Diane Wheeler

Ron Dray, Chairman, called the meeting to order at 7:00 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of April 22, 2013 . . . A Motion was made by Mr. DeLibro seconded by Mr. Guzzi to approve the minutes as is. Motion carried unanimously.

Review and approval of the Minutes of the Special Meeting of May 8, 2013 . . . A Motion was made by Mr. DeLibro seconded by Mr. Guzzi to approve the minutes as is. Motion carried unanimously.

Audience Participation:

- Mr. Mark Kirkham of Farmstead Lane, Trumbull, presented a report to the Commission of an Evaluation Visit of the Tashua Knolls Golf Course and the Kirkham residence from Mungeam Cornish Golf Design, Inc. As the report was quite lengthy, no comment was made by the Commission.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Gallant, Romano)
- Nine part-time Seasonal (Balkun, Quinn, Goodwin, Hoepner, Bowden, Oleyar, Edvardson, Markaj, Kelley)
- One summer seasonal (Summerfield)

Maintenance Department:

- The greens have healed and are playing nicely.
- The Glen tees will be aerified next week.
- Wear spots on Knolls #3 and #7 greens and #1 Glen green have been sodded. Also, the back tee on Glen #6 has been sodded with a low mow variety of bluegrass which should grow better in that environment.
- A meeting was held with the bunker project architect.
- The ponds have been treated.
- The interview process will begin shortly for the Assistant Superintendent position. Three candidates have been identified who will be interviewed by Civil Service and two additional independent reviewers and then ranked and passed to Mr. Nagashima for further interviews.

Green Committee (Owen Evans):

- Mr. Evans asked Mr. Nagashima to give a timeline of the upcoming bunker project. The tentative schedule is for a pre-bid meeting with all interested parties on July 15th with bids to be returned by July 29th. The project is to have a 75 day time limit of October 1st to December 15th. Also part of the bid as a bid alternate will be an extension of the tee box on #18 where excess material will be stored. Mr. Brown asked that the Commission consider a “Bunker Renovation Special” to accommodate players during this time period.

Director of Golf Operations/Head Professional Report (Bobby Brown):**Golf Operations:**

- The season is off to a slower start due to the rainy, chilly weather. However it is still on pace with several previous years.
- There were two outings in May: Trumbull Fathers Club with 144 golfers and the Trumbull Rotary with 90 golfers.
- Adult and junior programs enjoyed strong for the spring. It is estimated that there were approximately 90 unique participants – several of whom were first-time visitors to Tashua Knolls.
- Security is in place for the season.
- We are in the process of hiring four new starters. Within the next few weeks, all personnel should be in place in all areas.

House Committee (Ron Dray):

- A new water fountain has been purchased for the clubhouse as well as a small refrigerator for employees at the clubhouse.
- Mr. Dray asked the Commissioners to look into the possibility of improving the aesthetics of the fence around the garbage dumpsters. Mr. Nagashima will look into the matter.
- Mr. Dray also asked about a fence at the back of the Miklus Center next to the practice range. He was concerned about customers potentially walking behind the center next to

the 10th hole. Mr. Nagashima will install a split rail fence and a sign advising customers not to cut through.

- Mr. Dray also reported that we are going to step up enforcing the fire lane at the clubhouse. If a customer is parked in the fire lane and can be identified, they will be asked to move. If they do not move, a picture will be taken of their license plate which will be submitted to the police department who will issue a citation. Also signs advising that it is a “Tow Away Zone” will be installed.
- Mr. Dray was concerned about the number of customers who enter the cart barn and take a cart. It was agreed that starting immediately the front garage door would be closed after the carts are taken out in the morning. Mr. DeLibro will look into the cost of installing automatic garage door openers.
- The golf club fitting area in the Miklus Center has been outfitted with a new door, vacuum, eye shields, and the issue of accidentally turning on electrical devices will be addressed shortly.
- Mrs. Michaels asked Mr. Nagashima to look into the issues of a leak in the on-course ladies room.

Concessionaire (Domenick Faustini):

- Mr. Faustini reported that an additional phone line would be installed in the restaurant this week to allow customers to phone in an order prior to making the turn. He also advised that there is now an overlap in scheduling on weekends to allow more personnel during the busiest time. Once the phone number has been established, it will be published in several locations on the course as well as a streamlined menu to allow for faster service.

Finance (Jonathan Turk):

Monthly revenue – April (From POS System)

Revenue:

Total Income (including carts)		
April 2012	April 2013	Change
\$228,201	\$211,249	-7.4%

Knolls (including carts)		
April 2012	April 2013	Change
\$167,168	\$147,459	-11.8%

Glen (including carts)		
April 2012	April 2013	Change
\$43,823	\$ 37,351	-14.8%

Round Analysis:

Knolls		
April 2012	April 2013	Change
4,614	4,113	-10.9%

Glen		
April 2012	April 2013	Change
2,082	1,707	-18.0%

Items of Note:

- Revenue is down again this month compared to last year’s record revenue numbers due to a cool spring. Overall the revenue is still sufficient enough to exceed expenses this fiscal year.

Budget

- We are continuing to watch expenses and we seem to be on a path to stay within budget. Mr. Turk thanked the Green Committee, Mr. Nagashima and Mrs. Plumeau for their help in watching the spending.
- Last month, Mr. Turk pointed out that the heating line item was grossly over budget. He stated that we would look into the reason. Unfortunately the staff member at Town Hall who could help us out is only just returning after an extended leave. Mr. Turk hopes to have an answer for the June commission Meeting.

Correspondence:

- None.

Old Business:

- None.

New Business:

- Mr. Dray stated that he noticed that many customers use the Tashua practice areas but never actually play the course. He was wondering if there was a way we could capitalize on these customers. As the Commissioners did not think there was a way we could monitor who played and who did not, there was no further discussion.
- Mr. Dray asked that the Commission discuss the fee for this year’s 2nd Annual First Selectman’s Cup.

Mr. Dray made a motion, seconded by Mr. DeLibro, that Tashua Knolls Golf Course host the 2nd Annual First Selectman’s Cup with the fees for both carts and greens waived. Motion carried 4 – 0 (Mr. Dray, Mr. Turk, Mr. Guzzi, Mr. DeLibro). Abstain (Mr. Evans, Mrs. Deal, Mrs. Michaels)

Executive Session:

Mr. Evans made a motion at 8:05 PM, seconded by Mr. Guzzi, to move into Executive Session to discuss a contractual matter Motion carried unanimously. Mr. Ponzio joined the Executive Session at 8:55 PM

A motion to exit Executive session was made by Mr. DeLibro at 9:25 PM and seconded by Mrs. Michaels. Motion carried unanimously.

Adjournment:

A motion was made by Mrs. Deal at 9:30 PM; seconded by Mr. Turk to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk