

**Golf Commission Meeting
January 25, 2016
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Richard DeLibro; Joyce Michaels; Jonathan Turk; Diane Wheeler

Also Attending: Hidalgo Nagashima, Director of Golf Course Properties; Scott Lund, Golf Course Superintendent; Stuart McCarthy, Director of Parks and Recreation

Members Absent: Tony Guzzi; Joe DeLuca

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 December 21, 2015 . . . A Motion was made by Mr. Evans seconded by Mrs. Michaels to approve the minutes as is. Motion carried unanimously.
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- Mr. Dray began the meeting by thanking former Commissioner Teri Deal for her work and dedication to the Golf Commission over the years. Her efforts were an integral part of the success of the Tashua Knolls Golf Course.
- Mr. Dray also thanked all the Commissioners for doing an outstanding job and for volunteering their time and efforts for the betterment of Tashua Knolls Golf Course.

Audience Participation:

- None

Director of Golf Course Properties & Superintendent Reports (Hidalgo Nagashima & Scott Lund):

Labor:

- Director of Golf Course Properties (Nagashima)
- Golf Course Superintendent (Lund)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Romano, Markaj)
- Part-time Greensmen (Rodriguez, Harrison, Riley)

Maintenance Department:

- Mr. Lund gave an update on the progress of the tee project. All of the forward tee tops as well as the 8th and 9th tee tops have been sodded. The sides on some of the tees have been sodded as well. All that remains is to sod around the sides of the 1, 8, 9, 10 and 14 tees. The shaping of the sides and sodding will be completed as soon as we are able to purchase sod.

- The vast majority of the tree work was completed before the weekend snowstorm. This includes:
 - Removing the pines around the Miklus Center
 - Shaping, pruning, or removing trees on the 9th and 14th tees
 - Grinding down the stumps of the removed trees
 - Removing all debris from course
- Mr. Dray thanked Mr. Nagashima, Mr. Lund and the entire maintenance crew for the tremendous amount of work that has been done on the winter tree project. Not only was the vast majority of work done in-house, but the debris was removed as well leaving the course in great condition for a spring opening.
- The winter equipment preventative maintenance has begun including, but not limited to:
 - Checking all safety interlocks and stickers
 - Brake inspection
 - Fluid change and lubrication
 - Bushing inspection
 - Hydraulic hose inspection and replacement (all hoses are replaced on greens mowers every three years to avoid leaks on the course)
 - Sharpening of cutting units
- Clubhouse winter maintenance has also begun. This includes:
 - Replacing soiled ceiling tiles
 - Touching up paint
 - Cleaning air ducts
 - Replacing burnt out light bulbs
- Mr. Nagashima will be attending the International Golf Course Industry Conference and Show in San Diego, CA the week of February 7th. He has enrolled in the following courses: “Event Management and Golf Course Preparation” and “Fine Tuning Site Specific Annual Bluegrass Weevil Management.” In addition he will also be attending numerous free workshops and the trade show.
- Mrs. Michaels asked that all outdoor benches, signs, and bag holders be brought inside before the end of the week.

Green Committee (Owen Evans):

- Mr. Evans gave out a project lists but stated that many of the projects on the list have been completed and that he will update the list for the February meeting.

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

- None – did not attend

House Committee (Ron Dray):

- Mr. Dray reminded Commissioners that if they know of something that needs work in the clubhouse to say so immediately as the work has already begun.
- The tile in the ladies bathroom is set to be replaced on February 12 – 14 by Mr. Faustini. The insurance certificate provided by his installer back in August has now expired. A new certificate must be presented prior to work commencing.

Concessionaire (Mr. Faustini):

- None – did not attend.

Finance (Jonathan Turk):

December Revenue from POS System

Total Income (including carts)

<u>2014</u>	<u>2015</u>	<u>Change</u>
\$15,225	\$68,922	+452.7%

Knolls (including carts)

<u>2014</u>	<u>2015</u>	<u>Change</u>
\$8,886	\$51,119	+575.3%

Glen (including carts)

<u>2014</u>	<u>2015</u>	<u>Change</u>
\$532	\$10,744	+2,091.0%

December Round Analysis:

Knolls

<u>2014</u>	<u>2015</u>	<u>Change</u>
311	1,513	+486.5%

Glen

<u>2014</u>	<u>2015</u>	<u>Change</u>
219	1,303	+2,104.0%

Golf Cart Usage:

<u>2014</u>	<u>2015</u>	<u>Change</u>
219	1,303	+595.0%

Items of Note:

- The income and number of rounds in December were very favorable. The overall year-to-date revenue number comparison (see below) over the last seven years shows we are in good shape.

Budget:

- The finance committee met with First Selectman Herbst and Finance Director Maria Pires on January 11th to go over the Golf Commission budget for fiscal year 2016/2107. Mr. Turk thanked Mr. Brown and Mr. Dray for attending the meeting. The budget meeting with the Town's Finance Committee is scheduled for late February.

Annual Income Analysis (Gross Revenue Figures)

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
July	\$344,149.00	\$311,308.50	\$349,041.25	\$337,608.53	\$323,962.25	\$339,405.40	\$355,026.75
August	\$325,218.50	\$324,575.00	\$280,997.00	\$318,196.98	\$322,751.87	\$325,429.03	\$341,408.00
September	\$277,855.00	\$271,419.00	\$233,621.50	\$277,118.97	\$276,713.49	\$259,830.12	\$259,001.50
October	\$147,526.08	\$174,005.00	\$159,111.10	\$150,943.67	\$176,255.00	\$162,375.02	\$162,747.50
November	\$80,697.05	\$74,961.24	\$80,000.00	\$41,051.00	\$52,895.70	\$47,342.50	\$93,937.20
December	\$13,416.00	\$12,343.00	\$41,579.25	\$19,631.00	\$12,295.50	\$15,225.75	\$68,922.25
January							
February							
March							
April							
May							
June							
TOTAL	\$1,188,861.63	\$1,168,611.74	\$1,144,350.10	\$1,144,550.15	\$1,164,873.81	\$1,149,607.82	\$1,281,043.20

Correspondence:

- Mr. Jon Cady of the Sr. Men’ club submitted a letter requesting the following tournament for the 2016 season:

Mrs. Michaels made a motion, seconded by Mr. Evans, to approve the Tashua Knolls Sr. Men’s club 2016 request as follows:

Wednesday, August 3, 2016 Interclub Event for approximately 120 players at resident rates

Motion carried unanimously.

Old Business:

- Mrs. Michaels asked for an update on the status of the new golf car lease. Mr. McCarthy responded that the lease was with the Town lawyers for review and he expected it back by the end of the week.
- Mrs. Plumeau updated the Commission to say that the new computer equipment for the Point of Sale system was going to be installed this week. After that the software upgrades were going to be made and the switch from using an ID code to a telephone number for identification would be made. Mr. DeLibro asked what would happen if several family members used the same phone number. Mrs. Plumeau responded that in those instances there would be a drill down menu listing all of the family members. Mr. Dray also mentioned that we need to be certain that we have a photo on file for all customers.
- Mr. Evans proposed the following changes to the Trumbull Municipal Golf Regulations:

Mr. Evans made a motion, seconded by Mrs. Wheeler, to approve the following changes to the Trumbull Municipal Golf Regulations:

Section II - Operating Procedures

A. Golf Season

3. The opening and closing of the courses, or a part thereof, for inclement weather, or any other condition affecting the courses, will be determined by the Director of Golf Course Properties, **or in his/her absence the Golf Course Superintendent. Such action shall be in consultation with the Director of Golf, or in his/her absence the Head Golf Professional.** ~~In his/her absence, the Director of Golf will make such decision in consultation with the Assistant Superintendent.~~

C. The Golfer

5. Pace of Play Policy

Tashua ...half.

If a group fails to maintain their time or position on the golf course, the procedure is to:

- a) Approach the group and make them aware of their time or position (issue a yellow flag) and ask them to improve their pace.
- b) If the group continues to lose **time and/or their position** or falls more than a hole behind, they will be issued a red flag. The group will be required to skip the next hole and move into position with the group in front of them.
- c) If any party refuses to move when requested due to slow play and after the entire pace-of-play procedure has been followed, that **player or players'** ~~player's~~ golfing privileges will immediately be suspended. ~~The party~~ **Such player(s)** must appear before the Commission in order to request that their privileges be reinstated.

D. Special Rate Play

2. Employee Complimentary Play

c. Employees ~~who are a member of a Tashua Knolls affiliated club~~ may not receive complimentary golf if their name appears on the play sheet for that day.

Motion carried unanimously.

- Mr. Dray asked the Commission to give its approval of the contract extensions for ATK Golf Services Inc. and Mr. Nagashima after legal review of the extension language:

Mr. Evans made a motion seconded by Mr. DeLibro to approve the contract extension for ATK Golf Services Inc. as written by the Town's legal staff. Motion carried unanimously.

Mrs. Wheeler made a motion seconded by Mr. Turk to approve the contract extension for Mr. Hidalgo Nagashima as written by the Town's legal staff. Motion carried unanimously.

New Business

- A 2016 tournament rate discussion was held with the following motions approved.

Mr. Evans made a motion seconded by Mrs. Wheeler to approve the 2016 Tournament Rates as follows:

First 100 players: \$60 per player
101st and over players: \$50 per player

Motion carried unanimously.

Mr. Turk made a motion seconded by Mr. DeLibro to approve the 2016 rate for the Mary's Fund Tournament at preferred rate. Motion carried unanimously.

Mr. Turk made a motion seconded by Mr. DeLibro to approve the 2016 rate for the First Selectman's Tournament as carts only. Motion carried unanimously.

Adjournment:

A motion was made by Mrs. Evans at 7:35 PM; seconded by Mrs. Michaels to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk