

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

Members Present: John Chiota; Richard DeLibro; David Molgard; Frank Squiccimarro (arrived 7:15 PM); Jonathan Turk; Diane Wheeler

Also Attending: Bobby Brown (arrived 7:20 PM), Director of Golf; Hidalgo Nagashima, Director of Golf Course Properties; Stuart McCarthy, Director, Parks and Recreation; Scott Lund, Golf Course Superintendent

Members Absent: Joyce Michaels

Mr. Chiota, called the meeting to order at 7:00 PM.

Election of Officers:

Mr. DeLibro moved to nominate Joyce Michaels as Vice Chairman for the remainder of 2016, seconded by Mrs. Wheeler. There being no further nominations, the clerk cast one unanimous ballot for Joyce Michaels.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of March 28, 2016 . . . A Motion was made by Mrs. Wheeler seconded by Mr. DeLibro to approve the minutes as is. Motion carried unanimously.

Audience Participation:

- None

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

Labor:

- Director of Golf Course Properties
- Golf Course Superintendent
- Mechanic
- Three Full-time Greensmen
- Nine Part-time Greensmen

Tashua Glen:

- The conditions on the Glen are good despite the fact that the course is actually a little colder than the Knolls so it is slightly behind in condition. Projects include:
 - Aerifying tees and greens in the next few weeks
 - Repaired the fence by the cart path on #2
 - Repairing spots on the 9th fairway

Tashua Knolls:

- Successfully aerated tees on April 11 and 12 and greens were aerated and top-dressed on April 18 and 19
- The forward tees on 8 and 9 will be aerated this week
- The irrigation system was turned on. There is a problem with the older of the two pump motors. It has been sent out for repair. If it cannot be repaired, the cost of a new motor will be in the \$3,500 - \$4,000 range. Mr. Chiota suggested that if we do need to purchase a new motor, we repair the old one to have on hand for emergencies.
- The bathrooms on the course and in the cart barn were turned on.

Projects:

- The pond maintenance contract was renewed. As soon as the permit from the State has been received, the ponds will be treated.
- A larger expansion tank for the water heater has been purchased. The Town will install it as soon as time permits.
- A brief discussion was held regarding a possible replacement of the irrigation system. This is a project that will be submitted on a 5-year capital plan and requires further discussion.
- Mr. DeLibro asked about the trimming done to a tree on #7 Knolls and that it looks out of balance. Mr. Nagashima asked that we wait until the leaves fill out and we can revisit the tree at that time.

Green Committee (Frank Squiccimarro):

- Seeding alongside #8 Knolls in conjunction with the planting of ornamental grasses
- Fence along the parking lot/cart barn not to exceed \$1,000 as approved at the November Commission meeting
- The spring checklist items are progressing. The excavator is needed to complete some projects
- Plantings along the Miklus Center; perhaps in conjunction with the Kaulbach Foundation
- The Committee is looking into the possibility of restoring the practice bunker to its original position. A proposal will be made at the next Commission meeting
- The Green Committee will be meeting at 10:00 am on the second Friday of each month. All Commissioners should feel free to submit comments or questions to the Committee

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

- The golf course opened for the 2016 season on March 17th with 14 playable days.
 - March Rounds: Knolls 849, Glen 335. Total Income \$67,255
 - April Rounds to date: 2428 in 2016 vs. 1869 in 2015

- ID's to date: 683 in 2016 vs 616 in 2015

Golf Now:

- There have been two meetings to date between Golf Now and Mr. Brown and Mr. McCarthy regarding their services and ways to help Tashua grow. At this time it is recommended we wait until our 5-year financial plan is complete to determine the role marketing will play. Services provided by Golf Now for a cash fee or tee time barter include:
 - Golf Now Reservations
 - Golf Now Plus
 - Responsive and Interactive website
 - Email marketing and D base development
 - Leveraging the marketing power of Golf Channel

Instructional Programs:

- Adult and junior golf programs are listed on the web and are full and progressing
- The LPGA Girls Golf Club has 141 members to date.
- Mr. Brown proposed extending the junior rates to college students up to the age of 22. He felt that due to the cost of golf and the fact that they are away at school for a large portion of the year, many young golfers leave the game after the age of 18 and never come back. Mr. McCarthy suggested that we should consider raising the junior age for all players to 22 to make administration of the program easier.

Mr. Squicciarro made a motion seconded by Mr. Molgard, to raise the age for eligibility of a junior golf ID pass to 22. Motion carried unanimously.

House Committee (Dick DeLibro):

- Mr. DeLibro contacted Hulse regarding the condition of the air scoop and backflow preventer on one of the boilers. After trying to re-adjust the temperature of the boiler, the air scoop still had to be replaced.
- The A/C filters have been replaced for the summer cooling season
- The backflow preventer is still leaking. After exploring several options, Tashua has agreed to replace the expansion tank to the water heater. If that does not solve the problem, Mr. Faustini will be responsible for fixing the backflow preventer and to clean the resulting damage.
- The walls in the ladies restroom were painted and the ladies groups are very pleased with the results. In addition at this point they are also very pleased with the performance of the anti-slip floor tiles.
- The floor in the men's restroom was also painted which cleaned up the appearance of the room. Mr. DeLibro thanked Mr. Faustini for the work on both restrooms and completing the projects in a timely manner.
- An outstanding repair bill for a blower motor from December 2015 was submitted by Mr. McCarthy for payment by Mr. Faustini. To date no action has been taken. Mr. McCarthy will follow-up.

- Mr. Chiota reported that he had an initial conversation with Mr. Faustini regarding the signing of the modification and working towards improving on-going business relationships. We expect to have word regarding the modification in about two weeks.

Finance (Jonathan Turk):

March Revenue from POS System

Total Income (including carts)		
2015	2016	Change
\$0	\$68,922	n/a

Knolls (including carts)

2015	2016	Change
\$0	\$51,119	n/a

Glen (including carts)

2015	2016	Change
\$0	\$10,744	n/a

December Round Analysis:

Knolls		
2015	2016	Change
0	1,513	n/a

Glen		
2015	20156	Change
0	1,303	n/a

- Due to a late season opening in 2015 there were no revenues to report from last year.
- All of our expense budget numbers are in line with the exception of water which is expected to go over its budgeted numbers due to a dry fiscal year. The remainder of our budgeted items are in line. Mr. McCarty presented the Commission with a year-to-date budget report which included a summary of all of our budget accounts. The Commissioners found the report very helpful and Mr. McCarty will continue to generate the report.
- The 5-year planning committee met on April 21st to begin the process of building a business plan encompassing the vision, goals and guidelines of the Commission. Mr. Turk thanked Mrs. Wheeler, Mr. Molgard, Mr. McCarthy and Mr. Brown for their help and input. This meeting was the first of many that will define the Golf Commission's role in implementing Tashua Knolls long term plans for the future.
- Mr. McCarthy added to Mr. Turk's update stating that everything in the plan will have financial implications for Tashua Knolls. When complete the plan will include a mission, a vision, a course maintenance plan, a building maintenance plan, and a course improvement plan. All of this will result in a financial plan which will take into account the expenses, revenues and financial targets.
- Mrs. Wheeler presented the Commission with a draft of the Mission and Vision plans as prepared by the Committee:
 - Mission: The Town of Trumbull, Tashua Knolls Golf Commission, is dedicated to serving our valued customers by providing high quality golfing experiences to players of all ages and abilities and to enhance the enjoyment of the game.

- Vision: Tashua Knolls Golf Course is and will continue to be recognized as a premier municipal golfing facility in Fairfield County and in Connecticut. We are and shall continue to be recognized as a facility focused on providing high standards in our daily operations, continued integrity of the golf facility and its staff and high quality customer service. We shall deliver competitively priced golf fees to Town residents and visitors. We shall maintain both golf courses in excellent condition to provide venues for local and regional tournaments. Tashua Knolls Golf Course supports and encourages golf clubs in order to increase participation, player development and social opportunities. The quality of the course brings the customer, the service keeps them satisfied and in turn increases the number of golfers.
- Mr. McCarthy also reported that the Board of Finance asked that the Golf Commission submit a list of any 5-year Capital Forecast items for inclusion in the master plan of the Town of Trumbull. The two items to be submitted include replacement or repair of the irrigation system and replacement or repair of the clubhouse HVAC system.

Correspondence:

- None

Old Business:

- None

New Business

- Mr. Brown informed the Commission of a reciprocal opportunity he received from Mr. Lou Berlingo, Operations Manager, of Griffith E. Harris Golf Course in Greenwich. The opportunity involves extending resident rates for a specified time to Griffith golfers and vice versa at Tashua. Mr. Brown suggested a Monday over the summer when there is no tournament scheduled. Although the opportunity does represent a marketing opportunity, Mr. Brown felt that Trumbull golfers may not be as willing to travel to Greenwich due to the amount of commuting traffic. After a brief discussion, Mr. Brown agreed to obtain additional information and update the Commission at next month's meeting.

Adjournment:

A motion was made by Mrs. Wheeler at 9:05 PM; seconded by Mr. Turk to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk