

**Golf Commission Meeting
March 28, 2011
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal; George Furkiotis; Dave Galla, Tony Guzzi; Tony Johnson; Jonathan Turk

Members Absent: Jim Steidlmayer

Ron Dray, Chairman, called the meeting to order at 7:30 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of February 28, 2011 . . . A Motion was made by Mr. Evans, seconded by Mr. Galla to approve the minutes as is. Motion carried unanimously.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Cook, Gallant, Romano)
- Seven part-time groundskeepers (DeFrancisco, Goodwin, Markaj, Oleyar, Hoepfner, Messina, Balkun)

Maintenance Department Overview:

- Anticipated opening day for the 2011 season is Thursday, March 31. A part-time crew has been brought on to assist in the clean-up of the course.
- Both courses made it through the winter okay. There is no snow mold on the greens and little evidence of widespread winter damage. There is some discoloration on Knolls greens #3, #5, #11 and Glen greens #5 and #7. They will be closely monitored and overseeded and fertilized to speed up recovery.
- The greens are scheduled to be aerified on April 11th and 12th which is a week later than last season. Smaller tines and growth regulator will be used to speed up recovery of the greens. The goal is to have the greens in good condition to start the May outing season.
- The stump grinder is scheduled for March 29th.
- Drainage pipe will be installed by the 1st green to dry up the area between #1 green and #2 tee.
- Bridges have been installed on #8 and #15 and the old ones will be taken away.
- Mr. Dray reported that he and Mr. Evans recently walked the entire course and found it to be in good shape.

Green Committee (Owen Evans):

Mr. Evans and Mr. Guzzi added some items on the Glen course to the maintenance projects list which was distributed to all Commissioners.

Head Professional Report (Jon Janik):

Golf Operations:

- The outside operations staff met on March 21st to discuss the 2011 season. One of the topics the staff asked about was pace-of-play. The staff requested guidance on the time of play, if the time should be varied during the day, and the enforcement of pace-of-play. The Commission discussed a few options, but it was agreed that Mr. Guzzi and Mr. Nagashima would work with Mr. Janik and present their findings to the Commission.

Tournaments:

- St. Vincent's Special Needs moved the date of its tournament from May 23rd to June 20th. May 23rd is now an open date.

Pro Shop:

- Pro shop officially opened on March 12th for ID sales, instructional program registration, and merchandise sales.
- The driving range is also open. New Range Express hardware/software was installed and is in use. Customers can come to the pro shop to transfer their E-Key balances to a Range Express card. The range machine will continue to accept cash.
- New merchandise is being stocked in the pro shop.

Instructional Programs:

- Adult programs:
 - o Mr. Brown, Mr. Janik and Mr. Bove attended the EWGA Tee-Off Luncheon on March 20th to welcome the season and market our programs.
 - o Registration for our spring programs has been excellent.
- Junior programs:
 - o LPGA-USGA Girl's Golf registration was held at the club house on March 20th. Approximately 115 registrations have been received to date.
 - o Spring programs include full swing classes, on-course classes, spring camp, and leagues.

General Manager Report (Bobby Brown):

Golf Operations:

- 199 IDs sold to date in 2011 vs. 315 in 2011
- Zero rounds have been recorded to date. Course remains closed due to snow on March 21st and 24th.

Wage Structure:

- Mr. Brown met with Town Hall employees, John Ponzio, Mary Ann Meier, Dan Nelson, and Maria Pires to discuss the golf course current wage structure and policy

for increases. Previously there were five job classes with salaries ranging from \$9 to \$16.50 depending on job expectations and employee experience. After discussions, several more job classes were created to help define job responsibilities and a wage structure was assigned to each job class.

Tashua Knolls Golf Course Wage Scale

Position	Code	Starting Salary	Increase	Cap
Groundskeeper 1	892	9.00	0.25	10.00
Groundskeeper 2	898	10.00	0.25	11.00
Starter Ranger	896	10.00	0.25	11.00
Senior Starter	899	12.00	0.00	12.00
Gardener	900	11.00	0.25	12.00
Building Maintenance		11.00	0.25	12.00
Security	897	12.00	0.00	13.50
Assistant to Director		15.00	2.50%	
Irrigation Technician	895	16.50	0.25	18.00

- Mr. Brown also reported that it has been our past policy to bump our Groundskeeper 2 employees to \$12 after five years of service and requested Commission approval to continue the practice. Mr. Nagashima was asked about tenure of employees and he reported that the average is probably four years, but that he did have a staff of a few employees who have been at Tashua longer than Mr. Nagashima

A motion was made by Mr. Galla; seconded by Mr. Furkiotis; to increase the salary of a Groundskeeper 2 employee after five years of service. Motion approved unanimously.

Marketing:

- Approximately 5,400 e-blasts were sent out to date informing golfers of ID renewals, driving range hours, and course updates. Mr. Turk asked Mr. Brown if the system could be used to promote “tips” to golfers on how to maintain pace-of-play. Mr. Brown reported that it could be done.
- Ads in the Trumbull Times appeared on March 17th and will appear on March 31st, April 7th and April 21st. In addition an ad will run in The Review Magazine targeting the local area. Mrs. Deal asked if the ads could be modified to include the spring special rates. Mr. Brown responded that the ads would be changed.

House Committee (Tony Johnson):

- Fairfield Sprinkler located the leak in the fire suppression system after flooding the entire system. The leak was in a joint in the kitchen area and has been repaired. The

compressor is operating properly. However, Mr. Johnson warned that the system is 35 years old and we must expect to continue to experience leaks like this.

- The maintenance department has completed the “laundry list” of projects around the clubhouse.
- The two minor repairs identified by the Hartford Steam Boiler inspector were forwarded to Domenick Faustini, Concessionaire, for repair.
- A package outlining the damage done to the porch ceilings including repair costs and pictures has been submitted to Town Hall for insurance follow-up.
- Mrs. Teri Deal updated the Commission on the upgrades made to date in the ladies locker room. The shelves have been installed and the room has been painted. Additional work remains to be completed including new carpeting and furniture.

Finance (Dave Galla):

Monthly revenue for February Munis

<u>2011</u>	<u>2010</u>	<u>Change</u>
\$4,676	\$2,738	+70%

2011 February MTD Revenue

Course scheduled to open March 31, 2011. No rounds recorded in 2011 as of meeting date

- Total income
 - \$4,676 due to ID sales and Golf shop purchases
- Knolls rounds
 - 0
- Glen Rounds
 - 0
- Cart Usage
 - 0

2010 Annual Revenue Fiscal YOY

<u>2010</u>	<u>2009</u>	<u>Change</u>
\$1,199,316	\$1,181,386	+1.49%

Sales March to Date

Reported by C. Plumeau

<u>2011</u>	<u>2010</u>	<u>Change</u>
\$11,463	\$24,875	-54%

Budget

- Budget currently awaiting final Town Council approval
- Set to be completed in the next few weeks
- No indication as to budgetary adjustments by the town council

Mr. Evans began the rate discussion for the 2011 season by making a motion to not change the rates for 2011, Mr. Guzzi seconded the motion and the Commission discussed the rates. Mr. Johnson felt that the Commission should consider raising the rates by \$1 because the budget has gone up and we don't know what the rounds will do this year. He did not feel that a \$1 increase would scare away players. He also felt that we needed more money in retained earnings due to the increasing age of the clubhouse and maintenance barn. He also believes the weather pattern has not been good, particularly on the weekends, and that the rising costs of gasoline and fertilizer may result in higher costs. Mr. Galla echoed Mr. Johnson's opinion but felt that the increase should not be across the board and that we should not increase the 9-hole rates. He also felt that from a business standpoint, the Commission needed to make sound decisions. Mr. Dray asked Mr. Nagashima his opinion of the gas and fertilizer costs. He responded that we should realize savings because he no longer drives a town vehicle but he cannot state that for certain. He also said that if fertilizer costs rise, that he is prepared to work within the budget by switching to lower-cost fertilizers or spreading them out thinner.

A motion was made by Mr. Evans; seconded by Mr. Guzzi; to not change the rates for the 2011 season. Motion approved - 5 For (Dray, Evans, Turk, Deal, Guzzi), 3 Against (Galla, Johnson, Furkiotis)

Mr. Brown presented the Commission with a proposal for spring specials for the 2011 season. The specials are very similar to the specials in effect in 2010:

A motion was made by Mr. Galla; seconded by Mr. Evans; to approve the following spring specials for the 2011 season:

1. Adult/junior on Glen with cart: \$35 residents, \$40 regular rate
2. Glen 9-hole special: Monday – Friday, \$15 with cart
3. Knolls Back 9 Early Bird Special: \$18 with cart Monday (if no outing) – Wednesday, \$20 on Friday. Up to 90 minutes past 1st front 9 tee time.
4. Sat/Sun & Holidays: 3rd Wave 9-hole special with cart; \$20 resident, \$25 regular rate.

Motion approved unanimously.

Correspondence:

None

Old Business:

None

New Business:

Mr. Brown requested that the Commission review its rain check policy and proposed a per hole rain check. He stated that his goal is to improve play during inclement weather situations. The Commission discussed the issue including the fact that other courses have adopted similar policies. It was also stated that all rain checks expire in the season in which it is issued.

A motion was made by Mr. Evans seconded by Mr. Dray; to change the Tashua Knolls Golf Course Rules & Regulations to revise the rain check policy to a per hole rain check. Motion approved unanimously

Mrs. Deal brought up the cigarette disposal container that was right at the door to the clubhouse. She stated that it was unsightly and should be removed and smoking should be banned in the area altogether. The Commission discussed the fact that removing the container might result in customers crushing out cigarettes in other areas which would then have to be cleaned by golf course employees. Mrs. Deal and Mr. Brown will work together to determine a solution.

Audience Participation:

Mr. Stephen Castro, Trumbull resident, appeared before the Commission to state that he felt it was ridiculous of the Men’s Club to control the GHIN numbers and handicap system. Mr. Castro does not want to join the Men’s Club but does want to maintain a GHIN number. Mr. Dray stated that it is not necessary to join the club to have a number and that it was within Mr. Castro’s power to obtain a number and Mr. Dray would help him get the number. Mr. Dray also stated that they would have to “agree to disagree” and that the individual clubs would continue to maintain the handicap system. Mr. Brown reported that the ladies have a policy to charge a fee to maintain a GHIN for a lady who is not a member of the club. Mr. Dray reported that he would bring the matter to the attention of the Men’s Club.

Executive Session:

Mr. Evans made a motion at 8:30 PM, seconded by Mr. Guzzi, to move into Executive Session to discuss a contractual matter. Motion carried unanimously.

A motion to exit Executive session was made by Mr. Evans at 9:08 PM and seconded by Mr. Galla. Motion carried unanimously.

A motion was made by Mr. Guzzi, seconded by Mr. Evans, to eliminate the position of General Manager and to retain Mr. Robert Brown in the position of Director of Golf. Motion carried unanimously.

Adjournment:

A motion was made by Mr. Johnson at 9:11 PM; seconded by Mr. Furkiotis; to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk