

**Golf Commission Meeting
September 27, 2011
Minutes**

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

Members Absent: Teri Deal; 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 August 22, 2011 . . . A Motion was made by Mr. Galla, seconded by Mr. Turk to approve the minutes with the following changed to the last paragraph on page 4 “Mr. Dray reported that *Mr. Faustini was asked to provide a detailed plan before Commission approval will be given.*” Motion carried unanimously.

Audience Participation:

- Mr. Al DeWalt of the Sr. Men’s Club requested that while the paving was going on at the 7th hole, if the Commission would consider paving an area under the water cooler on the same hole which was constantly flooded with water. The Commission agreed and requested Mr. Nagashima determine if there was still time to get it done as the paver was working on the area right now.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Cook, Gallant, Romano)
- Eight part-time groundskeepers (DeFrancisco, Goodwin, Markaj, Oleyar, Hoepner, Messina, Balkun, Valluzzo)
- Five seasonal groundskeepers (Bowden, Bird, Edvardson, Summerville, Ebert)

Maintenance Department Outline:

- The course is in excellent shape. It is looking like we will have an outstanding fall season. All greens, tees and fairways have been fertilized. The rolling aerifier is being repaired to allow for fall aeration.
- Tropical storm Irene blew through causing some damage to the course. We lost four trees and numerous large limbs. We also had debris scattered throughout the golf course. Due to all of the hard work of the maintenance staff, the course was clean and safe and play resumed by Monday afternoon. All tree litter was removed and stumps ground by that weekend. Mr. Nagashima and the maintenance crew were commended by the entire

Commission for their quick action and dedicated work in getting the course up and operational after the storm.

- The clubhouse suffered significant damage primarily due to the power outage which lasted four days. The damage included: batteries in backup lighting, failure of the septic pump, leak in the fire suppression system requiring repair of system and ceilings, and problems with the alarm systems. The town is pursuing a claim with FEMA to recoup some of the cost of the damage. In the claim we will try to recover any costs of operating chainsaws and equipment as well as overtime and contractor costs.
- Mr. Nagashima reported on a hydraulic leak from a rough mower on the area between #1 and #9. The area will be treated and monitored for repair.

Follow-Up:

- The drainage repairs made on both #15 and #2 are working great.
- Sodding of the bunker faces on #7 and #9 as well as some spots on the Glen greens #1 and #2 will be done in September.
- The official OSHA report has not yet been received.
- All of the lightning horns were inspected and batteries replaced. One unit was sent for repair.
- Mr. Nagashima followed up on last month's discussion regarding upgrades to the maintenance barn. He is working on producing more detailed specifications so the Commission can go before the Board of Finance with a complete proposal.

Green Committee (Owen Evans):

- Mr. Evans commended Mr. Nagashima and the maintenance crew for the work they have been doing on the drainage projects on the course.

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

Monthly rounds:

- August rounds 2011 - 6263 Knolls vs. 2010 – 6986; 2987 Glen vs. 2010 - 3441
- The lower August rounds were directly related to less playable days due to rain. All four Sundays in August were affected by weather, with two Sundays completely closed for play.

Tournaments:

- September Tournaments: Newtown Rotary (88 players); LPGA Adult/Junior (116 players); Knights of Columbus (90 players); Dennis Lindwell Foundation (20 players)
- The following tournament policy for the 2012 season was proposed to the Commission for discussion. The rates would be raised slightly due to the fact that we have not had a tournament rate increase in three years, there is an increase in demand for the desirable Mondays, and a competitive analysis was made of the surrounding golf courses. Also, in order to allow smaller organizations to hold a tournament and still allow for play on a Monday a time change was also proposed.

A motion was made by Mr. Johnson; seconded by Mr. Evans; to approve the 2012 Tournament Rates as follows: up to 100 players \$60 for golf and cart, 101st player and over \$50 for golf and cart. Also, two options for starting times are 9:30 AM for groups up to 87 golfers and Noon start for any organization guaranteeing 88 players – groups must pay for a minimum of 88 players regardless of actual number of golfers. Motion carried unanimously.

Pro Shop:

- Summer closeout specials have begun.
- All 2011 pro shop credits must be redeemed by December 15th and any outstanding rain checks must be used by the end of the season.
- Mr. Brown, Mr. Janik and the entire pro shop staff was commended for its diligence and hard work in getting the course up and operational despite not having power for four days.

Instructional Programs:

- Adult programs:
 - o Trumbull Adult Education – 17 participants
 - o Short Game School – 4 participants
- Junior programs:
 - o LPGA-USGA Girl’s Open House – 80 participants
 - o Junior League – 30 participants.

Fall Specials:

- The following Fall Special was proposed:

A motion was made by Mr. Johnson; seconded by Mr. Galla; to approve a Knolls Fall Special effective October 24, 2011. The cost for greens fees and a cart for residents would be \$35 and \$50 for non-residents on the Knolls course and will be effective Mondays through Fridays. Motion carried unanimously.

House Committee (Tony Johnson):

- The awning was installed over the starter area.

Finance (Dave Galla):

Revenue 2011

*Reported by C. Plumeau and POS system***

Total Income** (including carts)

<u>2010</u>	<u>2011</u>	<u>Change</u>
\$324,575.00	\$280,997.00	-13%

Knolls** (including carts)

<u>2010</u>	<u>2011</u>	<u>Change</u>
\$252,906.50	\$219,664.00	-13%

Glen** (including carts)

<u>2010</u>	<u>2011</u>	<u>Change</u>
\$69,170.50	\$57,337.00	-14%

Rounds Analysis

Knolls

<u>2010</u>	<u>2011</u>	<u>Change</u>
6,986	6,263	-10%

Glen

<u>2010</u>	<u>2011</u>	<u>Change</u>
3,441	2,987	-13%

Golf Cart Sales

Usage

<u>2010</u>	<u>2011</u>	<u>Change</u>
7,352	6,414	-13%

Expenses

Items of Note:

- No items to report*

Budget

- Budget planning to commence shortly for next fiscal year. Commission should consider any large items for planning purposes and consult with budget planning group.

Annual Income Analysis

	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012
July	298,759	338,129	349,235	349,368	308,880	310,293
August	296,946	296,366	313,028	307,515	347,428	340,342
September	236,314	255,737	272,890	300,783	285,885	-
October	154,412	156,507	155,835	153,187	158,778	-
November	89,415	60,925	54,929	86,395	82,555	-
December	47,154	8,817	15,733	13,830	14,916	-
January	2,768	3,463	73	140	-718	-
February	1,700	2,990	339	2,780	4,676	-
March	12,916	26,048	50,591	30,382	12,592	-
April	115,777	179,889	188,703	197,860	144,913	-
May	296,403	258,558	277,921	242,939	278,406	-
June	303,218	319,167	292,608	366,530	339,389	-
Total	1,855,783	1,906,597	1,971,886	2,051,707	1,977,699	650,635

***As reported by C. Plumeau and the Tashua Knolls Point of Sale System*

Correspondence:

- None

Old Business:

- None

New Business:

- Mr. Janik asked for approval of the following tournament.

A motion was made by Mr. Johnson; seconded by Mr. Galla; to approve the dates of August 6 and 7 for the CT PGA Junior Tour for the 2012 season. Motion carried unanimously.

- Mr. Dray commended Mr. Brown on his 17th place performance at the recent CT PGA Championship.
- Mr. Dray reported that new Purchasing Policies and Procedures were issued by the Town of Trumbull which was then distributed to all Commission employees. A discussion was held about the content of the policy. Mr. John Ponzio, Town Treasurer, reported that the policy is in no way intended to impede the work of the golf course employees, but to ensure that everyone is protected regarding purchasing procedures. He admitted that there were certain situations that should be discussed to work out the best procedure. A meeting will be held between golf course and town hall employees to discuss the policy.
- Mr. Dray requested that everyone begin to work on the 2012 budget process. He reported that this past year's budget was very lean, but that we should consider increasing the

budget only if absolutely necessary. He asked that Mr. Turk and Mr. Galla work on the budget to present it before the entire Commission at the October meeting.

Adjournment:

A motion was made by Mr. Furkiotis at 8:40 PM; seconded by Mr. Turk; to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk