

**Golf Commission Meeting
June 22, 2015
Minutes**

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

Also Attending: Bobby Brown, Director of Golf; Hidalgo Nagashima, Director of Golf Course Properties; John Ponzio, Town Treasurer; Stuart McCarthy, Director of Parks and Recreation

Members Absent: Diane Wheeler

Ron Dray, Chairman, called the meeting to order at 7:35 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of May 18, 2015 . . . A Motion was made by Mrs. Michaels seconded by Mr. Guzzi to approve the minutes as is. Motion carried unanimously.

Mr. Dray took the opportunity to thank the Commissioners for all of their efforts on behalf of Tashua Knolls Golf Course. He also introduced Mr. Stuart McCarthy, the new Director of Parks and Recreation for the Town of Trumbull, to all the Commissioners.

Audience Participation:

- Mrs. Karen Daly of the Ladies 9-holers, presented the Commission with photos of the ladies room showing that despite repeated requests, there is still a stall door completely off the hinges and blue duct tape holding together several paper towel and toilet paper holders. Mr. DeLibro will be following up with Mr. Faustini regarding the situation.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Romano, Markaj)
- Part-time Greensmen (Oleyar, Quinn, Rodriguez, Martins, Riley, Harrison, Hicks, Hoepfner, Ferguson, Somerville, Riley, Kelley)
- Summer Seasonal (J. Bova, K. Bova, Ormsbee, Spangenberg, Matera, D. Zacchilli, N. Zacchilli, Mahlstedt, McCabe)
- Weekend Help (DeVitto)

Maintenance Department:

- Mr. Nagashima reported that overall the greens are in fine shape.

- The greens are starting to show tremendous recovery. The bare areas have been seeded weekly and are starting to fill in. Extra fertilizer has also been applied to the greens. The Knolls greens will be lightly verticut and topdressed. The Glen greens and tees will follow the same process.
- The tees on the Knolls were aerified and seeded with rye. The Glen tees and greens will again follow the same process.
- The fairway spots are showing some recovery.
- The paving of the cart path on #9 is scheduled for Monday, June 29th.
- Outside tree work will be done this week on the dead tree on the 9th and pruning of dead branches on the trees on the 1st and 17th Knolls.
- Mr. Dray asked the Commissioners to take a look at several giant white pines that were planted years ago next to the 10th tee. The trees are now overgrown and not serving a purpose but are putting a great deal of acidity into the ground.
- Mr. DeLibro asked when the new bunker was going to be open. Mr. Brown responded that there has been a delay installing the new net due to an accident in their crew, but as soon as possible, the work will take place and the bunker open.

Green Committee (Owen Evans):

- Mr. Evans reported that even though we are in the process of repairing some of the damage suffered over the harsh winter on the greens, he wanted to report on the success of the drainage projects on # 6 and #17. He thanked Mr. Nagashima and the maintenance crew for the work done on the projects.
- Mr. Evans presented the Commission with a pace-of-play time card for use by the Player Assistants on weekends. He will also be preparing one for use during the week. Mr. Brown will be preparing a smaller version for use by customers. Mr. Brown reported that the cards were used this past weekend and reported that both customers and employees were very pleased with the results of the card.
- Mr. Dray reported that the previous Sunday was deemed cart path only but at least five golf cars were observed to be in areas they were not allowed. Mr. Dray proposed the following solution for #4, 5, 10, 11, 15 and 16 Knolls which do not have continuous cart paths: On cart path only days, those holes will be completely roped off with signs to indicate where carts are permitted. Mr. Brown will also produce a card for cart path only days with instructions for where to drive the carts.

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

Golf Operations:

- May rounds 8960 (Knolls 6,061 and Glen 2,918)
- Weather in May was superb.
- Mr. Brown presented the Commission with previous May numbers which indicated that this was the best May ever on the Glen and there was only one May with greater numbers on the Knolls since 2004.

Programs:

- LPGA Girls - 157 girls
- Little Linkers and Learn To Play – Classes full May through July

- Tuesday and Wednesday after school clinics – sold out the past four weeks
- Monday AM golf began today with 29 players
- Special Olympics Monday night – 35 players with complimentary range balls
- Smaller groups (40 players or less) continue to grow on both courses.
- Tuesday, Wednesday, and Thursday after work play is consistently strong
- Junior Camps begin this week – enrollment is up 18% with the first three weeks sold out
- Private lesson activity remains strong
- Referrals from outside professionals is growing

Tournaments:

- June 1: St Vincent's rained out
- June 8: Trumbull Rotary – 88 players
- June 15: St. Vincent's rescheduled – 138 players
- June 22: Mary's Fund – 160 players
- June 29: Open – an e-blast will be sent out
- July 6: CT Open Qualifier – tee times from 7:30 – 9:50

Golf Car:

- In anticipation of the golf car lease expiring this fall, a meeting was held between Mr. Brown, Mr. Nagashima, Mr. Dray and Mr. DeLibro with Club Car. The exciting new GPS features including positioning, food and beverage options, and cart control were discussed. Further meetings will be held with EZ-Go and Yamaha.

House Committee (Ron Dray):

- Mr. DeLibro reported that he had been following the issues regarding the Ladies Bathroom with Mr. Faustini. Although Mr. Faustini reported progress, after viewing the photos from Mrs. Daly, this was apparently not the case.
- Mr. Dray reported that once again, Mr. Faustini performed work on the building (replacing a front door and walk-way cement work) without informing the Commission of the work or providing the proper insurance certificates. After the insurance certificates were obtained, the work was allowed to proceed.
- The Golf Course has passed the recent Town of Trumbull Fire Marshal building inspection. Although Mr. Faustini has fixed some of the issues, the faulty air-scoop on his furnace is still not fixed after nearly a year of requests.
- The roof project is out to bid and are due in by June 29th. Several companies have already been to the course for a site visit.
- Mr. Ponzio reported that the Town of Trumbull recently inspected the lean-to attached to the Miklus Center. Although the structure needs repairs it was not condemned at this time. The Commission will have to decide shortly on some repair or replacement options.

Concessionaire (Mr. Faustini):

- None – did not attend.

Finance (Jonathan Turk):

May Revenue from POS System

Total Income (including carts)		
2014	2015	Change
\$302,667	\$337,173	+11.4%

Knolls (including carts)

2014	2015	Change
\$211,307	\$238,027	+12.7%%

Glen (including carts)

2014	2015	Change
\$57,297	\$65,174	+13.8%

April Round Analysis:

Knolls		
2014	2015	Change
5,342	6,061	+13.5%

Glen		
2014	2015	Change
2,507	2,918	+16.4%

Carts		
2014	2015	Change
5,265	6,232	+18.4%

Items of Note:

- Revenue has recovered nicely for the spring of 2015 due to better weather in May. Year-to-date numbers show that based on our current income/expense track, we should see an increase in retained earnings again this fiscal year. Mr. Turk will have a more precise estimate of our retained earnings number at the next Commission meeting.

Budget:

- Mr. Turk reviewed the MUNIS report dated June 19th and with the exception of water, which is over budget by \$13,000, we are in-line with all other budget line items. By watching our line items through the end of the month, we should see another good year.

Correspondence:

None

Old Business:

None

New Business

- Mr. Dray asked that the Commission consider modifying the Employee Golf Policy to allow complimentary golf carts when an employee pays for a round of golf. Mr. Dray believed this provided a better benefit to our employees and was also more in line with what other area courses were doing.

Mrs. Deal made a motion, seconded by Mr. DeLuca to modify the Employee Golf Policy to provide for a complimentary golf cart when an employee paid for a round. Motion carried.
Abstain – Michaels.

- Mr. Ponzio asked the Commission to consider adding an Appropriation to the agenda for an Audit to be performed on Tashua Knolls operating procedures.

Mr. Dray made a motion, seconded by Mr. DeLibro to add the Appropriation for an Audit to be added to the agenda. Motion carried unanimously.

- Mr. Ponzio and Mr. McCarthy discussed the necessity of an operational audit of the golf course in order to identify areas to improve efficiency. The audit will be conducted with a similar audit of Parks and Recreation

Mrs. Michaels made a motion, seconded by Mr. Turk to ask the Board of Finance for an Appropriation of \$7,800 from retained earnings in order to perform an operational audit. Motion carried unanimously.

- Mr. McCarthy took the opportunity to address the Commission and stated that he is currently on a learning curve at both Parks and Recreation and the Golf Course. But he did want to let the Commissioners know that he has 30 years of management experience at a golf course and has played Tashua Knolls an average of twice a year for 30 years. He also stated that after sitting in on the meeting, he found the topics and discussions to be very familiar.

Executive Session:

Mr. Dray made a motion at 8:20 PM, seconded by Mrs. Deal, to move into Executive Session to discuss pending litigation. Also invited to attend was Mr. Brown, Mr. Ponzio and Mr. McCarthy. Motion carried unanimously.

A motion to exit Executive session was made by Mr. DeLuca at 9:35 PM and seconded by Mr. Evans. Motion carried unanimously.

- Mr. Guzzi asked Mr. McCarthy to clarify his role at the golf course for the benefit of the Commissioners. Mr. McCarthy stated that he would be the interface between the golf course and the Town on matters regarding labor relations. He would also be overseeing some parts of finance.

Adjournment:

A motion was made by Mr. Guzzi at 8:45 PM; seconded by Mr. Turk to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk