

Golf Course Commission Meeting
Agenda

Date: Monday, April 25, 2022

Time: **7:30 PM (Please Note Time)**

Place: Council Chambers – Trumbull Town Hall

1. Meeting called to order
2. Review and approval of prior minutes
3. Audience Participation
4. Director, Golf Course Properties/Green Committee – Andy Fries/Shelly Dowling
5. Director of Golf – Bobby Brown
 - a. House Committee – Tony Ciccaglione
 - b. Concessionaire – Domenick Faustini
 - c. Finance Committee – Dave Galla
 - d. Personnel – Diane Wheeler
6. Correspondence
7. Old Business
8. New Business
9. Adjournment

Please email Chris Plumeau at tkgolf@trumbull-ct.gov if unable to attend

**Golf Course Commission
Green Committee Meeting Minutes
April 13, 2022**

Members Present: Shelly Dowling (Green Committee Chair), Owen Evans, Bobby Brown,
Andy Fries

Mrs. Dowling called the meeting to order at 10:00 AM.

Topics Discussed:

- Personnel – The crew is working at full capacity. An additional 2 – 3 new seasonal employees will be hired.
- Cutting, fertilizing, seeding and weed and insect control has begun on the course
- Irrigation System – Will be turned on as soon as possible.
- Mechanic – Meetings are being held to seek a new mechanic
- Course Ice Damage – Is still being monitored.
- Equipment – The Greenspro Roller has been received. The Greensmaster 3150Q should be delivered shortly. This will complete our July 2021 order.
- Various options for getting rid of excess debris around the course were discussed.
- The dump truck is currently out of service and will be assessed for repair or possible replacement.
- Several signs on the course have been replaced and several more will be ordered.
- Goals For Holes – Now that the weather is moderating, Mr. Evans will begin the objectives for all 27 holes.

Adjournment:

The meeting adjourned at 11:15 AM

Respectfully submitted,
Christine Plumeau
Administrative Assistant



April Golf Commission Meeting

April 25, 2022

DIRECTOR OF GOLF REPORT

Bobby Brown, PGA Professional

Golf Operations:

* Rounds for April have been consistent. Good Friday (April 22) was a phenomenal day with 469 rounds played between the Knolls & Glen.

*New driving range targets have been installed. New balls and replacement mats will be introduced in early May.

Instructional Programs:

*GEARS was installed in early April in the Miklus Center. Gears is a 3D Biometric, Physical Assessment and Club/Shaft fitting system

*Adult Education_ Intro Class 10 participants for 5 weeks Intro to Short Game: 10 students

*Golf for Women School- 6 students

*LPGA Girls Golf- Ages 7-10 - 28 girls

*Junior Glen League 27 players

Upcoming Outings:

*May 9th – Trumbull Fathers Club- Estimated 144 players

Correspondence-

*None

Old Business:

*None

**TASHUA KNOLLS GOLF COURSE COMMISSION
SPECIAL PROJECTS/HOUSE COMMITTEE
Commission Meeting Monday, April 25th, 2021**

Topics For discussion

- 0 Painting required for the Starter Office, Front and Rear Entrance. Potential colors Blue/Gray. Nate to take the lead.
- 0 Rain shelter at the 17th hole needs wood repair and green paint. Wood is fine, need to be straightened.
- 0 Investigate the potential of EV stations placed in our parking areas. Can be isolated. Member/Non member
- 0 Contacting UI for input on rebates for LED fixtures in all areas. Estimated savings \$25,000. Need to have commission review.
- 0 Main water pipe from the Meter to the Maintenance Barn has an underground leak. Need to confirm date for repair.
- 0 Roof Repair now approved and scheduled for May 16th.
- 0 Preventative Maintenance Program completed. NOW waiting for report to determine actions by 4/30/22.
- 0 Upgrades required for both Mens/Women bathrooms plus new carpets. Need to keep on the radar. Will try to include new budget

Respectfully submitted

Anthony Ciccaglione – Head of House Committee

Tashua Knolls Finance and Budget

25 Apr 2022

March Earnings/Rounds

	2021	5-year Avg.	2022
Income	\$53,181.00	\$27,390.70	\$51,594.00
Knolls Rounds	702	348	550
Glen Rounds	254	77.25	156
Carts	579	285.4	445

Expenses updated 04/14/2022

Account Description	Original	Transfer	Revised	YTD	Encumber	Available	Note
Salaries-FY/Permanent	376,259	52,000	428,259	262,908		165,351	61.39%
Salaries-PT/Permanent	26,118		26,118	23,716		2,402	90.80%
Salaries-Seasonal	276,500		276,500	129,278		147,222	46.76%
Salaries - Overtime	8,000		8,000	6,414		1,586	80.18%
Salaries- Longevity	850		850	850		0	100.00%
Uniform Allowance	4,000		4,000	1,627		2,372	40.70%
Services & Fees Clerical	840		840	630		210	75.00%
Services & Fees Professional	213,935		213,935	155,589	58,346	0	100.00%
Services & Fees Ancillary	26,500	-6,000	20,500	8,117	1,500	10,882	46.92%
Services & Fees Contractual	143,403	-28,200	115,203	106,778		8,424	92.69%
Reimbursable to GF	255,920		255,920	276,252		-20,332	107.94%
Materials & Supplies Office	48,000		48,000	23,198	6,271	18,530	61.40%
Program Supplies	175,476	10,000	185,476	170,066	2,820	12,588	93.21%
Communications PR	1,000		1,000	1,000		0	100.00%
Professional Dev Conferences	1,750		1,750	464		1,285	26.57%
Professional Dev Dues	2,100		2,100	900		1,200	42.86%
Oil, Gas, Grease	17,000		17,000	8,141	3,858	5,000	70.59%
Travel Reimbursement	500		500	218		281	43.80%
Maintenance Repair Contracts	22,043	49,105	71,148	58,891	3,941	8,314	88.31%
Maintenance Equipment/Building	60,500	57,000	117,500	111,295	2,706	3,498	97.02%
Refuse	2,500		2,500	2,195	304	0	100.00%
Capital Outlay	0	99,871	99,871	94,900	4,970	0	100.00%
Leases	45,879		45,879	35,544	9,917	417	99.09%
Occasional Rentals	2,000		2,000	2,756		-756	137.80%
Heat	6,300		6,300	10,947		-4,647	173.76%
Electricity	46,000		46,000	29,178		16,821	63.43%
Water	64,500	-10,000	54,500	15,107		39,392	27.72%
Telephone/Internet	1,400		1,400	1,069		330	76.43%
Interest on Bonds	37,901		37,901	32,210		5,691	84.98%
Principal on Bonds	251,213		251,213	224,000		27,213	89.17%

Misc. Business

- BoF approved transfers 4/14 for roof and maintenance

	Balance
GENERAL FUND BALANCE JULY 1, 2021 (AUDITED)	1,816,652
SUPPLEMENTAL APPROPRIATIONS	*
Prior to 4/2022	(223,776)
4/14/2022 Roof Replacement	(105,585)
	<u>(329,361)</u>
TOTAL UNAUDITED FUND BALANCE AS OF JUNE 30, 2022	<u><u>1,487,291</u></u>

- \$1.487 mil in retained earnings (expect another \$500-600k from FY 2023)
- \$2 mill in retained earnings
- \$1 mill must be 'maintained' for 'emergencies'
- \$1 mill to spend

Misc. Business

- **Equipment** - (est. \$800,000) will use leases (\$400,000) and cap (\$200,000) for the next two years to replace
- **Roof** - will transfer \$105,000 from Retained Earnings to Capital outlay FY 2022 for payment
- **Irrigation system** - (\$2 mill) Retained Earnings will be used as cash and rest of project will be bonded (date to be advised by Superintendent)
- Building - will look to bond and replace in 2027 (est)

Other major projects to consider

- Parking lot pavement
- Range nets