

**Golf Course Commission Meeting  
January 23, 2023  
Minutes**

**Members Present:** Joe Gaudiano (Chairman); Nate Moyer (Vice-Chairman); Pete Caligiure; Tony Ciccaglione; Owen Evans (via phone); Regina Evans; Brian Galioto; Dave Galla

**Also Attending:** Andy Fries, Director Golf Course Properties

**Members Absent:** Shelly Dowling

Mr. Gaudiano called the meeting to order at 7:31 PM.

**Review and Approval of Prior Minutes:**

Review and approval of the Minutes of December 19, 2023 . . . A Motion was made by Mr. Ciccaglione seconded by Mr. Moyer, to approve the minutes as is. Motion carried unanimously (8 – 0)

Mr. Gaudiano began the meeting by introducing the two newest members of the Golf Course Commission: Mr. Pete Caligiure and Mr. Brian Galioto. The entire Commission joined in to welcome them.

**Election of Officers:**

Mr. Moyer moved to nominate Joe Gaudiano as Chairman of the Golf Course Commission for 2023, seconded by Mr. Ciccaglione. There being no further nominations, the clerk cast one unanimous ballot for Joe Gaudiano.

Mr. Gaudiano moved to nominate Nate Moyer as Vice-Chairman of the Golf Course Commission for 2023; seconded by Mr. Galla. There being no further nominations, the clerk cast one unanimous ballot for Nate Moyer.

**Audience Participation:**

- None

**Director Golf Course Properties/Green Committee (Andy Fries):**

- See report attached
- Mr. Fries added that due to the warmer than normal weather, the crew has been working on removing brush and trees from Knolls #1, 2 and 3 to improve the airflow and sunlight on those holes.
- Mr. Fries and Mr. Brown held a meeting with Golf Course Architect, Robert McNeil, to discuss his report. They are working on a report to divide the recommendations in order of feasibility, importance and monetary issues.

- The lead time on ordering program supplies has improved and is not a problem. However, the lead time on new equipment remains at 12 – 18 months for delivery.
- Two applications were received from the re-posting of our Mechanic Position. Only one is interested in taking a practical exam this week. The Commission discussed options going forward should the one candidate not work out.

A motion was made by Mrs. Evans; seconded by Mr. Galioto to reclassify the Grade on the Tashua Knolls Mechanic to a more competitive grade to attract more candidates. Motion carried unanimously (8–0).

**Director of Golf Operations (Bobby Brown):**

- None

**House Committee (Tony Ciccaglione):**

- See report attached
- Mr. Ciccaglione updated the Commission on the continuing problem of water in the clubhouse basement. The problem was discussed further under “Finance”.

**Concessionaire (Domenick Faustini):**

- No report given

**Finance (Dave Galla):**

- See attached report
- Mr. Galla gave a summary of some of the unexpected maintenance expenses due mainly to the on-going septic and drainage problems at the clubhouse. After a lengthy discussion, two motions were made:

A motion was made by Mr. Galla; seconded by Mr. Galioto to transfer \$50,000 out of retained earnings to the following:

\$20,000 to G/L #21100000578002 for Maintenance Expenses, and

\$30,000 to G/L #21100000581888 Capital Outlay for a clubhouse feasibility study.

Motion carried unanimously (8– 0).

A motion was made by Mr. Galla; seconded by Mr. Moyer to make the following changes to the Golf Course Commission FY 2024 budget:

Under G/L # 21100000281888 (Capital) REMOVE the \$30,000 Line item for Clubhouse feasibility study.

Under G/L # 21100000281888 (Capital) ADD a \$250,000 Line item for Clubhouse drainage and septic projects.

Motion carried unanimously (8– 0).

- Mr. Galla began the 2023 calendar year season rate proposal. After discussions the following motion was made

A motion was made by Mr. Galla; seconded by Mr. Moyer for no rate increase for the 2023 golf season. Motion carried unanimously (7– 1: Against Caligiure).

**Personnel** (Shelly Dowling):

- None

**Correspondence**

- None

**Old Business:**

- None

**New Business:**

- None

**Adjournment:**

A motion was made by Mr. Moyer at 8:55 PM; seconded by Mr. Galla to adjourn the meeting. Motion carried unanimously (8– 0).

Respectfully submitted,

Christine A. Plumeau  
Golf Course Commission Clerk

**Golf Course Commission  
Green Sub-Committee Meeting Minutes  
January 11, 2023**

**Members Present:** Shelly Dowling (Green Committee Chair); Nate Moyer; Andy Fries, Bobby Brown

**Members Absent:** Owen Evans

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

**Topics Discussed:**

- Snow Mold applications for the year are complete.
- Sand was applied to the greens and several tees on both courses. This will help protect the roots from winter damage and help level the surfaces.
- The crew is working on irrigation and backfilling the area next to the newly paved area.
- Mr. Fries and Mr. Brown will be meeting with the golf course architect on January 18<sup>th</sup>
- The crew is working on removing dead trees and hangers around the course while the weather still allows outside work.
- The crew is also working on refurbishing course amenities for next year. They will also move to the clubhouse for some refurbishing projects.
- Mr. Fries will be investigating Track Mats for use on the range to prevent excess wear and tear.
- Weather permitting some bunkers edges will be rebuilt and several will have sanded added.
- Equipment maintenance is progressing nicely and the equipment should be in great shape to start the season.
- The applicants for the Mechanic position will be interviewed and tested shortly.
- As previously discussed, the flag tenders on the course were stolen once again and will not be replaced.
- Mr. Fries will explore the First Green program which establishes a day where local students are brought to the course to learn various aspects about working on and managing a golf course. He is hoping to arrange for various industry experts and Tashua staff members to be part of the program. More details to follow.

**Adjournment:**

The meeting adjourned at 10:50 AM

Respectfully submitted,  
Christine Plumeau  
Administrative Assistant

**TASHUA KNOLLS GOLF COMMISSION  
SPECIAL PROJECTS/HOUSE COMMITTEE  
Commission Meeting Monday, January 23rd , 2023**

**Topics For discussion**

- 0 Need to brush the rear entrance with a Zep cleaner or cover with new paint and sealant. January based on weather.
- 0 Reviewed the property for a Solar installation. Need a Residential contractor. Lack of funds put this on hold 2023.
- 0 Landscaping the NEW paved area has been started. Weather has been positive.
- 0 New Water Main Pipe NOW installed and leak repaired. All debris removed and ground graded.
- 0 Carpets have been cleaned and new carpet program on hold.
- 0 Roof Repair on final punch list. New Chimney Cap added. Water leaks in two areas. Repairs completed 1/13/23
- 0 Monitoring Pumping in the Septic Systems. Two Pumps failed and continue to upgrade.
- 0 Upgrades required for both Men's/Women bathrooms. Developed Action plan for Gralor – Completion 4/1/2023.

**Respectfully submitted**

Anthony Ciccaglione – Head of House Committee



**Tashua Knolls Golf Course**  
**Finance and Budget**  
 January Meeting - 2023

**Income**

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Weather related issues forced course closure earlier than anticipated. Directly affecting the income numbers.

- Total rounds
  - Knolls – (61%)
  - Glenn – (59%)
- Income
  - Knolls – (5%)
  - Glenn – (19%)
- Cart Rounds – (69%)
- Total income
  - Knolls – (5%)
  - Glenn – (19%)

| Rounds        | 2021  | <i>5-yr. Avg.</i> | 2022 |
|---------------|-------|-------------------|------|
| Knolls Rounds | 1,006 | 504               | 397  |
| Glenn Rounds  | 195   | 110               | 80   |
| Cart Rounds   | 860   | 399               | 266  |

| Income        | 2021         | <i>5-yr. Avg.</i> | 2022         |
|---------------|--------------|-------------------|--------------|
| Knolls Income | \$ 17,584.00 | \$ 14,529.20      | \$ 16,785.00 |
| Glenn Income  | \$ 2,322.00  | \$ 2,752.80       | \$ 1,879.00  |
| Total Income  | \$ 33,753.00 | \$ 23,698.60      | \$ 28,464.00 |

The 5 year average is impacted by COVID-19 course closure in 2020

## Expenses

| Tashua Golf YTD Budget Report - Fiscal Year 2022/2023 |                                |                  |                |                  |                  |                | As of 1/12/2022 |
|---|--------------------------------|------------------|----------------|------------------|------------------|----------------|-----------------|
| Account   | Account Description            | Original         | Transfer       | Revised          | YTD              | Encumber       | Available       |
| 501101  | Salaries-FY/Permanent          | 433,665          |                | 433,665          | 157,492          |                | 276,173         |
| 501102  | Salaries-PT/Permanent          | 26,706           |                | 26,706           | 18,251           |                | 8,454           |
| 501103  | Salaries-Seasonal              | 256,500          |                | 256,500          | 150,428          |                | 106,071         |
| 501105  | Salaries - Overtime            | 18,000           |                | 18,000           | 4,500            |                | 13,499          |
| 501106  | Salaries- Longevity            | 850              |                | 850              | 425              |                | 425             |
| 501888  | Uniform Allowance              | 4,000            |                | 4,000            | 2,865            |                | 1,134           |
| 522201  | Services & Fees Clerical       | 840              |                | 840              | 420              |                | 420             |
| 522202  | Services & Fees Professional   | 223,464          |                | 223,464          | 121,889          | 101,574        | 0               |
| 522203  | Services & Fees Ancillary      | 17,000           |                | 17,000           | 3,000            | 4,995          | 9,005           |
| 522204  | Services & Fees Contractual    | 117,283          |                | 117,283          | 106,922          |                | 10,361          |
| 522205  | Svcs Program Expense           | 2,000            |                | 2,000            | 1,534            |                | 466             |
| 522210  | Reimbursable to GF             | 288,300          |                | 288,300          | 288,300          |                | 0               |
| 534401  | Materials & Supplies Office    | 72,000           |                | 72,000           | 14,342           | 12,959         | 44,701          |
| 534402  | Program Supplies               | 272,000          |                | 272,000          | 87,995           | 61,649         | 125,355         |
| 545503  | Communications PR              | 1,000            |                | 1,000            | 0                |                | 1,000           |
| 556601  | Professional Dev Conferences   | 1,750            |                | 1,750            | 968              |                | 782             |
| 556602  | Dues                           | 2,100            |                | 2,100            | 865              |                | 1,235           |
| 567701  | Oil, Gas, Grease               | 18,500           |                | 18,500           | 10,210           | 1,789          | 6,500           |
| 567703  | Travel Reimbursement           | 500              |                | 500              | 168              |                | 332             |
| 578801  | Maintenance Repair Contracts   | 22,943           |                | 22,943           | 10,762           | 7,155          | 5,024           |
| 578802  | Maintenance Equipment/Building | 101,500          |                | 101,500          | 58,424           | 20,288         | 22,787          |
| 578804  | Refuse                         | 2,761            |                | 2,761            | 1,380            | 1,380          | 0               |
| 581888  | Capital Outlay                 | 95,000           | 106,646        | 201,646          | 46,490           | 154,721        | 435             |
| 589901  | Leases                         | 106,462          |                | 106,462          | 29,792           | 67,290         | 9,378           |
| 589902  | Occasional Rentals             | 3,000            |                | 3,000            | 0                | 1,977          | 1,023           |
| 590011  | Heat                           | 7,450            |                | 7,450            | 7,766            |                | -316            |
| 590012  | Electricity                    | 48,500           |                | 48,500           | 14,261           |                | 34,238          |
| 590013  | Water                          | 54,500           |                | 54,500           | 28,483           |                | 26,016          |
| 590014  | Telephone/Internet             | 1,560            |                | 1,560            | 649              |                | 910             |
| 595888  | Interest on Bonds              | 28,052           |                | 28,052           | 13,830           |                | 14,222          |
| 597888  | Principal on Bonds             | 251,961          |                | 251,961          | 224,000          |                | 27,961          |
| <b>TOTAL TASHUA KNOLLS BUDGET</b>                     |                                | <b>2,480,147</b> | <b>106,646</b> | <b>2,586,793</b> | <b>1,406,411</b> | <b>435,777</b> | <b>747,591</b>  |
| <b>TOTAL TASHUA KNOLLS EXPENSES</b>                   |                                |                  |                |                  |                  |                |                 |
| Tashua Knolls Income (MUNIS)                          |                                |                  |                |                  | 1,548,106        |                |                 |
| Misc. Revenue (Rent)                                  |                                |                  |                |                  | 20,255           |                |                 |
| <b>TOTAL INCOME</b>                                   |                                |                  |                |                  | <b>1,568,361</b> |                |                 |
| <b>NON BUDGET EXPENSES</b>                            |                                |                  |                |                  |                  |                |                 |
| Credit Card Fees                                      |                                |                  |                |                  | 41,543           |                |                 |
| Golf Car Taxes  |                                |                  |                |                  | 245,174          |                |                 |
| Banking Fees  |                                |                  |                |                  | 246              |                |                 |
| ATK Tournament Fees                                   |                                |                  |                |                  | 10,200           |                |                 |
| <b>TOTAL NON-BUDGET EXPENSES</b>                      |                                |                  |                |                  | <b>297,163</b>   |                |                 |

## Miscellaneous Finance

### Budget Presentation

**GOLF COURSE RATES 2023**

| Course         | Weekday Rate Walking |              | Weekday Rate Riding |              | Weekday Rate Walking |              | Weekday Rate Riding |              | Weekend 9 Walking |              | Weekend 9 Riding |              | Weekend 18 Walking |              | Weekend 18 Riding |              |
|----------------|----------------------|--------------|---------------------|--------------|----------------------|--------------|---------------------|--------------|-------------------|--------------|------------------|--------------|--------------------|--------------|-------------------|--------------|
|                | Resident             | Non Resident | Resident            | Non Resident | Resident             | Non Resident | Resident            | Non Resident | Resident          | Non Resident | Resident         | Non Resident | Resident           | Non Resident | Resident          | Non Resident |
| Richter        | -                    | -            | -                   | -            | \$ 44.00             | \$ 79.00     | \$ 62.00            | \$ 79.00     |                   |              |                  |              | \$ 52.00           | \$ 89.00     | \$ 70.00          | \$ 89.00     |
| Whitney Farms  | N/A                  | N/A          | N/A                 | N/A          | N/A                  | N/A          | N/A                 | N/A          | N/A               | N/A          | N/A              | N/A          | N/A                | N/A          | N/A               | N/A          |
| Oak Hills      | \$ 24.00             | \$ 30.00     | \$ 37.00            | \$ 43.00     | \$ 39.00             | \$ 52.00     | \$ 59.00            | \$ 72.00     |                   |              |                  |              | \$ 42.00           | \$ 64.00     | \$ 62.00          | \$ 84.00     |
| Sterling Farms | \$ 28.00             | \$ 41.00     | \$ 42.00            | \$ 53.00     | \$ 36.00             | \$ 52.00     | \$ 52.00            | \$ 68.00     | \$ 29.00          | \$ 43.00     | \$ 41.00         | \$ 55.00     | \$ 37.00           | \$ 61.00     | \$ 53.00          | \$ 77.00     |
| S. Richardson  | \$ 22.00             | \$ 33.00     | \$ 36.00            | \$ 47.00     | \$ 30.00             | \$ 59.00     | \$ 48.00            | \$ 77.00     | \$ 23.00          | \$ 33.00     | \$ 37.00         | \$ 47.00     | \$ 35.00           | \$ 59.00     | \$ 53.00          | \$ 77.00     |
| Fairchild      | WINTER RATES         |              | WINTER RATES        |              | WINTER RATES         |              | WINTER RATES        |              | WINTER RATES      |              | WINTER RATES     |              | WINTER RATES       |              | WINTER RATES      |              |
| Grassy Hill    | -                    | \$ 22.00     | -                   | \$ 32.00     | -                    | \$ 41.00     | -                   | \$ 52.00     | -                 | \$ 25.00     | -                | \$ 35.00     | -                  | \$ 47.00     | -                 | \$ 65.00     |
| Orange Hills   | -                    | \$ 23.00     | -                   | \$ 34.00     | -                    | \$ 43.00     | -                   | \$ 63.00     | -                 | \$ 26.00     | -                | \$ 37.00     | -                  | \$ 49.00     | -                 | \$ 69.00     |
| Oak Lane       | N/A                  | N/A          | N/A                 | N/A          | N/A                  | N/A          | N/A                 | N/A          | N/A               | N/A          | N/A              | N/A          | N/A                | N/A          | N/A               | N/A          |
| Longshore      | \$ 26.00             | \$ 39.00     | \$ 39.00            | \$ 52.00     | \$ 31.00             | \$ 33.00     | \$ 49.00            | \$ 51.00     | -                 | -            | -                | -            | \$ 33.00           | \$ 59.00     | \$ 51.00          | \$ 77.00     |

TASHUA | \$ 19.00 \$ 25.00 | \$ 33.00 \$ 39.00 | \$ 32.00 \$ 49.00 | \$ 52.00 \$ 69.00 | \$ 31.00 \$ 21.00 | \$ 45.00 \$ 35.00 \$ 35.00 \$ 55.00 | \$ 55.00 \$ 75.00 |