

**Golf Course Commission Meeting
April 24, 2023
Minutes**

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

Also Attending: Bobby Brown, Director of Golf Operations; Andy Fries, Director Golf Course Properties

Members Absent: None

Mr. Gaudiano called the meeting to order at 7:30 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of March 27, 2023 . . . A Motion was made by Mr. Evans seconded by Mr. Moyer, to approve the minutes as is. Motion carried unanimously (9 – 0)

Audience Participation:

- None

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

- See report attached
- Mr. Fries is continuing to work on the 10-year plan for both equipment purchases and course maintenance.
- A hole in the fencing behind #12 Knolls was observed and will be repaired.
- Trail cameras were installed around the complex along with signs stating the area is being monitored. The Commission would also like to remind residents that the golf course is separate from the other parks in Trumbull and is not open to the public for walking, riding bikes, fishing, etc. Several individuals have been observed walking the course during golfing hours. This is very dangerous as anyone could be hit by stray golf balls. There has always been a “No Trespassing” policy at the course and additional signs will be posted at the course.

Director of Golf Operations (Bobby Brown):

- See report attached

House Committee (Tony Ciccaglione):

- See report attached
- Mr. Ciccaglione will look into installing a sump pump in the lower level of the clubhouse.

Concessionaire (Domenick Faustini):

- No report given

Finance (Dave Galla):

- See attached report
- Mr. Galla thanked Mrs. Pires and Attorney Schopick for their help in obtaining approval to change the description of Tashua’s bond plan from “Equipment, etc.” to “Equipment and repairs for water intrusion”.
- Mr. Galla has held discussions with Mrs. Pires regarding the bonding process for any potential clubhouse repair/replacement. A Committee led by Mr. Ciccaglione will begin work immediately on the project. It is important for the residents of Trumbull to know that Tashua Knolls Golf Course is an “Enterprise” fund. This means that any potential repairs or replacement will NOT come from taxpayer funding but from income from the golfers themselves.

Personnel (Shelly Dowling):

- The Mechanic position is being offered to a candidate this week.

Correspondence

- A letter was received from Cindi Caputo of Pediatric Healthcare Associates to request that a DJ be allowed to play music outside of the restaurant on Thursday, June 22, from 5:30 to 9:30 PM. The Golf Commission has a long-standing agreement with Gralor Inc. regarding the “Use of Outside Spaces”. Under the agreement “No music is to be played at any time for any function on the parcel of land.” A discussion was held with the Commission regarding the request. Several such requests were received over the years and have been denied due to the fact that Tashua Knolls is a golf course and preference must be made to the golfing public. Prior to the implementation of the agreement, there were many complaints of loud music and conversations and restaurant patrons blocking access to golfers and carts.

A motion was made by Mrs. Dowling; seconded by Mrs. Evans to allow outdoor music to be played at the event held by Pediatric Healthcare Associates on June 22, 2023. Motion Denied unanimously (8 – 0): Abstain: Gaudio.

Old Business:

- None

New Business:

- None

Adjournment:

A motion was made by Mr. Galioto at 8:40 PM; seconded by Mr. Galla to adjourn the meeting. Motion carried unanimously (9 – 0).

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk

**Golf Course Commission
Green Sub-Committee Meeting Minutes
April 18, 2023**

Members Present: Shelly Dowling (Chair): Owen Evans, Nate Moyer; Andy Fries; Bobby Brown

Members Absent: None

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

Topics Discussed:

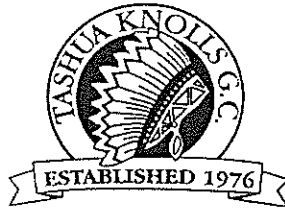
- The irrigation system has been turned on for the season with some minor issues. The on-course bathrooms will be turned on over the next few days.
- The area on Knolls #2 and #3 have been hydroseeded. We have received many customer compliments on the look of the area
- Various other areas around the course are being aerated, hydroseeded and treated with wetting agents. Work will continue.
- The cart path on #11 Knolls has been lengthened with process material. The area will also be aerated and have soil added.
- Per the Golf Course Architect plan, the fairways on Knolls \$4, 8, 10 and 18 and the approaches on Knolls #4, 9 and 18 have had the cutting area expanded.
- An extensive discussion was held on the condition and work to be done on the Glen.
- The Skid Steer ordered in July of 2022 has been received. There is no update on any of the other equipment on order.
- Personnel:
 - Mr. Cook has returned to his full time position after medical leave
 - A full-time mechanic should be hired this week
 - We have posted and received approx. 12 applications for seasonal maintenance workers.
 - We are continuing to post for experienced seasonal maintenance workers.
- The number and condition of the ball washers on both courses was discussed. The cost and maintenance issues surrounding additional ball washers will be obtained.
- Wildflower mixture has been added behind the service road on Knolls #1.
- The loose linoleum tile in the clubhouse basement does NOT contain any asbestos and is safe to remove.
- A new garden area on the side of Glen #5 will be added. The garden at the front of the Glen course will be replanted with native and pollinator plants.
- A discussion was held regarding the course paving project for the next fiscal year. The Green Committee will put together a plan.

- March Weather Report: The month started out cooler than the previous 2 months then remained around seasonal norms. There was just over 2.5” of rain which is around 1” less than normal. No snow cover led to an active month on the golf course.

Adjournment:

The meeting adjourned at 11:05 AM

Respectfully submitted,
Christine Plumeau
Administrative Assistant



April Golf Commission Meeting

April 24, 2023

GOLF OPERATIONS REPORT Bobby Brown, PGA Director of Golf

Golf Operations

*The month of March ended strongly with rounds and revenue. April is on pace to be one of our strongest months in years due to an early start and awesome weather during Easter and school vacation week. We had two day in the 90's.

*Internet issues have compromised our operation on Friday, April 14th, Friday, April 21st and Sunday, April 23rd. Fortunately the past two happened late in the day. We need a solution.

*Starter/ Range staff meeting took place to reiterate our service goals and review our policies and procedures.

*Activity in our programs continue to remain strong. Our LPGA Women Amateur group has 16 participants each Monday and Trumbull Adult Education for Trumbull Residents has 24 participants each Thursday.

Any questions/concerns??

**TASHUA KNOLLS GOLF COMMISSION
SPECIAL PROJECTS/HOUSE COMMITTEE
Commission Meeting Monday, April 24th , 2023**

Topics For discussion

- 0 Need to brush the rear entrance with a Zep cleaner or cover with new paint and sealant. May target date.
- 0 All new lines painted including curbs and speed bumps. Completed 4/3/23
- 0 Landscaping the NEW paved area has been started. Drainage reviewed with Andy. Potential block outline.
- 0 Environmental study of the club house has been completed. Cleaning basement to determine next steps.
- 0 New or Like in Kind Clubhouse Study has been completed. Committee has been formed for planning.
- 0 Two new water heaters purchased. Clubhouse and Cart Barn. Expect installation by 5/3/23
- 0 Monitoring Pumping in the Septic Systems. Two Pumps now replaced. No Major issues YTD.
- 0 Upgrade Cart Barn Bathrooms. New Flooring and doors. Expect proposals by 4/30. Completion 5/30/23.
- 0 Planning started for paving of course cart paths based on consultant survey and Golf Pro. Budgets only.

Respectfully submitted

Anthony Ciccaglione – Head of House Committee



Tashua Knolls Golf Course
Finance and Budget
 April - 2023

Income

Golf course soft opening March 10th for 2023 season

- Total rounds
 - Knolls – up 1,300 rounds YOY
 - Glenn – up 95% YOY
 - Total rounds up 1,587 YOY
- Income
 - Knolls +117%
 - Glenn - +214%
- Cart Rounds up 144%
- Total income up 85%

Rounds	2022	5-yr. Avg.	2023
Knolls Rounds	0	435	1,346
Glenn Rounds	254	\$ 112.60	495
Cart Rounds	445	374	1,085

Income	2021	5-yr. Avg.	2022
Knolls Income	\$19,114	\$16,509	\$41,434
Glenn Income	\$2,970	\$ 3,371.00	\$9,326
Total Income	\$51,594	\$35,945	\$95,354

Expenses

Tashua Golf YTD Budget Report - Fiscal Year 2022/2023

Account	Account Description	Original	Transfer	Revised	YTD	Encumber	As of 4/17/2022
							Available
501101	Salaries-FT/Permanent	433,665		433,665	233,721		199,943
501102	Salaries-PT/Permanent	26,706		26,706	27,779		-1,073
501103	Salaries-Seasonal	256,500		256,500	171,870		84,629
501105	Salaries - Overtime	18,000		18,000	5,887		12,112
501106	Salaries- Longevity	850		850	425		425
501888	Uniform Allowance	4,000		4,000	9,014		985
522201	Services & Fees Clerical	840		840	630		210
522202	Services & Fees Professional	223,464		223,464	172,676	50,787	0
522203	Services & Fees Ancillary	17,000		17,000	6,575	1,420	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	Matierials & Supplies Office	72,000		72,000	31,794	11,266	28,939
534402	Program Supplies	272,000		272,000	176,920	67,242	27,837
545503	Communications PR	1,000		1,000	0		1,000
556601	Professional Dev Conferences	1,750		1,750	1,676		74
556602	Dues	2,100		2,100	2,180		-80
567701	Oil, Gas, Grease	18,500		18,500	14,021	4,478	0
567703	Travel Reimbursement	500		500	234		265
578801	Maintenance Repair Contracts	22,943		22,943	14,130	4,108	4,704
578802	Maintenance Equipment/Building	101,500	40,000	141,500	80,847	15,670	44,981
578804	Refuse	2,761		2,761	2,301	460	0
581888	Capital Outlay	95,000	126,646	221,646	55,580	160,352	5,713
589901	Leases	106,462		106,462	29,792	67,290	9,378
589902	Occasional Rentals	3,000		3,000	1,081		1,918
590011	Heat	7,450		7,450	11,094		-3,644
590012	Electricity	48,500		48,500	18,602		29,897
590013	Water	54,500		54,500	31,328		23,171
590014	Telephone/Internet	1,560		1,560	1,169		390
595888	Interest on Bonds	28,052		28,052	22,760		5,292
597888	Principal on Bonds	251,961		251,961	224,000		27,961
TOTAL TASHUA KNOLLS BUDGET		2,480,147	166,646	2,646,793	1,744,842	383,073	524,859
TOTAL TASHUA KNOLLS EXPENSES							
Tashua Knolls Income (MUNIS)					1,637,207		
Misc. Revenue (Rent)					23,298		
TOTAL INCOME					1,660,505		
NON BUDGET EXPENSES							
Credit Card Fees					41,720		
Golf Car Taxes					245,174		
Banking Fees					246		
ATK Tournament Fees					10,200		
TOTAL NON-BUDGET EXPENSES					297,340		
NON BUDGET EXPENSES							
Credit Card Fees					43,804		
Golf Car Taxes					245,174		
Banking Fees					246		
ATK Tournament Fees					10,200		
TOTAL NON-BUDGET EXPENSES					299,424		

Miscellaneous Finance

- Note: The funds were transferred into the capital and maintenance accounts.
- Capital Account:
 - Water Heaters: \$9,781.65
 - Roof Oversight: \$9,873.58 (unexpected)
- New Capital Balance : -\$4,160.26

- Ongoing interior clubhouse repair issues due to water intrusion
- Bond Funding changes in process
 - Ongoing exterior drainage/septic issues
 - Cart Barn Pipe burst

Tashua Knolls

From: David Galla <DGalla@ionbank.com>
Sent: Friday, April 21, 2023 2:17 PM
To: Joe Gaudiano; Tashua Knolls
Subject: FW: [ALERT!!! External] PHA Requesting Permission from the Golf Commission

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

This came to me for correspondence at our next commission meeting.
Please let me know if the method of delivery is okay.

Thanks,
dg

David M. Galla
Vice President, Business Banking
87 Church St
Naugatuck, CT 06770
Phone 203.608.2815
www.ionbank.com

From: Cindi Caputo <ccaputo@phagroup.com>
Sent: Friday, April 21, 2023 9:51 AM
To: David Galla <DGalla@ionbank.com>
Subject: [ALERT!!! External] PHA Requesting Permission from the Golf Commission

WARNING: This email originated outside of Ion Bank. DO NOT CLICK links or attachments or enter any information into forms unless you trust the sender and know the content is safe.

Tashua Knolls Golf Commission,

Pediatric Healthcare Associates has our annual practice party scheduled on Thursday, June 22nd from 5:30pm to 9:30pm at Tashua Knolls. We rented a DJ for the planned event.

Weather permitting, our party will be outside under a tent. The purpose of this letter is to request permission to allow the DJ to play music on the exterior of the building during the time of the party.

Please let me know if you have any questions. I look forward to hearing from you.

Kind Regards,
Cindi Caputo

11/26/2012

Motion 4 – Use of Outside Spaces:

As previously established by the Tashua Knolls Golf Course Commission, the use of the parcel of land next to the first tee may be used by the Concessionaire only under the following conditions:

1. The Concessionaire is current in all its financial obligations to the Town of Trumbull and/or Tashua Knolls Golf Course.
2. The Concessionaire is to maintain the shrubbery and netting in the area and replace when necessary within 30 days written notice by the Tashua Knolls Golf Course Commission.
3. Main usage for the area is ~~after 4:00 PM~~ Brief (no longer than 15 minute) ceremonies and/or pictures are allowed ~~after 12:00 PM (Noon)~~
4. No temporary or permanent structures can be erected in the area without prior written approval of the Tashua Knolls Golf Course Commission.
5. No music is to be played at any time for any function on this parcel of land.
6. All netting and plantings on the building side of the fence shall not crowd the first tee. The netting and plantings must extend the length of the first tee box and must begin at the stone wall and extend at least 85' from that point towards the back of the tee. The netting must be hidden from view on both sides of the netting by plantings. The netting must a minimum of 10' high.
7. The Tashua Knolls Golf Course will mow the grass in the area as well as provide for leaf pickup.
8. No guests of the restaurant are allowed to enter the golf course.
9. No guests of the restaurant are allowed to use a golf cart.
10. The Tashua Knolls Golf Course Commission reserves the right to revoke the agreement with 30 day written notice should it vote that the use of the area becomes a nuisance to the golfing public.