

**Golf Course Commission Meeting  
April 25, 2022  
Minutes**

**Members Present:** Don Espach (Chairman); Joe Gaudiano (Vice-Chairman); Tom Cerulli; Tony Ciccaglione; Shelly Dowling; Owen Evans; Nate Moyer

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

**Members Absent:** Dave Galla; Diane Wheeler

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

**Review and Approval of Prior Minutes:**

Review and approval of the Minutes of March 28, 2022 . . . A Motion was made by Mr. Cerulli; seconded by Mrs. Dowling, to approve the minutes as is. Motion carried unanimously (7 – 0)

**Audience Participation:**

- None

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

- See report attached
- The irrigation system was turned on. There are several small leaks which are being fixed but do not represent a major problem at this time.
- The mechanic's out-of-class increase was approved. A union hearing will be held this week regarding the full-time mechanic who has been on worker's compensation for 18 months.
- The grass is growing more slowly than normal due to the colder weather resulting in some winter damaged areas not responding as quickly. The areas are being monitored and treated accordingly.
- The water on #14 Knolls is backed up due to a blockage further down the line on water company property. Both the Town and the water company are responsible for fixing the problem. We are, of course, monitoring the problem and remain in touch with the Town.

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

- See report attached

**House Committee (Tony Ciccaglione):**

- See report attached
- Mr. Ciccaglione displayed samples of the proposed LED replacement lights.
- The required fire sprinkler tests will be conducted next week.

**Concessionaire (Domenick Faustini):**

- No report given

**Finance (Joe Gaudiano):**

- See report attached

**Personnel (Diane Wheeler):**

- No report given

**Correspondence**

- None

**Old Business:**

- None

**New Business:**

- None

**Adjournment:**

A motion was made by Mr. Gaudiano at 8:30 PM; seconded by Mr. Ciccaglione to adjourn the meeting. Motion carried unanimously (7 – 0).

Respectfully submitted,

Christine A. Plumeau  
Golf Course Commission Clerk

**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

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#### Golf Operations:

\* Rounds for April have been consistent. Good Friday (April) 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 9<sup>th</sup> – 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 17<sup>th</sup> 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 16<sup>th</sup>.
- 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

	<b>2021</b>	<b>5-year Avg.</b>	<b>2022</b>
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-FT/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

	<u>Balance</u>
GENERAL FUND BALANCE JULY 1, 2021 (AUDITED)	*
	<u>1,816,652</u>
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)

### her major projects to consider

- Parking lot pavement
- Range nets