

**Golf Course Commission Meeting
May 22, 2023
Minutes**

Members Present: Joe Gaudiano (Chairman); Nate Moyer (Vice-Chairman); Pete Caligiure; Shelly Dowling; Tony Ciccaglione; Owen Evans; Regina Evans; Brian Galioto (arrived 7:42 PM); 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 7:34 PM

Review and Approval of Prior Minutes:

Review and approval of the Minutes of April 24, 2023 . . . A Motion was made by Mr. Galla, seconded by Mr. Ciccaglione, to approve the minutes as is. Motion carried unanimously (8 – 0)

Audience Participation:

- None

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

- See report attached
- An outside tree service is on-site to perform three days of tree removal and pruning services.
- A town-wide series of several power outages on Friday, May 19th, resulted in surges to our irrigation system affecting Knolls # 1 – 6. The irrigation service company has been called in to repair.
- Several “No Trespassing”, “No Fishing” and “Area Under Surveillance” signs have been posted around the course. The website has been updated to reflect our long-standing policy. Customers are reminded that Tashua Knolls is not a Town Park it is very dangerous and forbidden to simply walk the course at anytime.
- The 10-year grounds plan is coming along. It should be presented to the entire Commission at the June meeting for review with a final vote in July.

Director of Golf Operations (Bobby Brown):

- See report attached
- Customers are reminded to follow us on Facebook and install our APP “Tashua Knolls Golf Course” for continuing important and updated information on the course.

House Committee (Tony Ciccaglione):

- See report attached
- The clubhouse was inspected for a potential sump pump installation in the clubhouse basement. Unfortunately the cost to install a necessary drainage basin to accept the water makes the idea unfeasible.

- The Clubhouse Facility team met to begin the process of any potential clubhouse improvements. A completely conceptual idea will be presented to the Commission later in the year.

Concessionaire (Domenick Faustini):

- No report given

Finance (Dave Galla):

- See attached report

Personnel (Shelly Dowling):

- The Mechanic position has been accepted by Mr. Craig Romano. His former position of Greenskeeper will be posted shortly.
- Mr. Fries one-year review was held. He took the opportunity to update the Commission on his standard working days and hours.

Correspondence

- None

Old Business:

- None

New Business:

- Mr. Caligiure asked the Commission to consider installing a step and rail on the present scoreboard. The Commission agreed and asked Mr. Ciccaglione who will work with Mr. Evans to draw up a potential plan.
- Mr. Brown reported that several customers have asked for an air compressor to be installed to be used to blow grass off golf shoes. The cost and placement will be determined so the Commission can make a decision.

Adjournment:

A motion was made by Mr. Galioto at 8:25 PM; seconded by Mrs. Dowling 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
May 10, 2023**

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

Members Absent: None

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

Topics Discussed:

- The three pond fountains have been installed for the season. Two are working correctly. There appears to be an electrical problem with the underground wires leading to the third unit.
- Approx. 1,500 pounds of seed has been applied to the course this season. Varieties applied include quick germination (7 – 10 days), medium germination (1 – 2 weeks) and late germination (2 – 3 weeks). The quick germination variety is not as hearty but the later germination is heartier as it takes longer to appear.
- Craig Romano has officially been hired as the Mechanic. After approval from the Town's HR department, the full time greenskeeper position will be posted.
- A new Tashua Glen sign order more than a year ago has been installed. A better sign indicating the cart barn bathrooms will be ordered.
- The traps on the Glen were weed wacked. The Knolls will follow.
- One of our neighbors near #5 Knolls had several trees and foliage cleared next to the stonewall abutting our property. Now that the area is cleared, the OB Stakes will need to be adjusted.
- The Sand Pro unit is now being used to churn deeper into the bunkers. This is resulting in more rocks coming to the surface. The crew is working to remove all of them, but it will take some time to get them all.
- The practice bunker needs to have the sand evened out.
- Additional garbage cans and ball washers will be ordered as the budget allows.
- The summer maintenance crew will be starting in the next week or two. Staffing will be at full capacity.
- The right of the cart path on #13 need additional seeding for improved playability
- The right side of #2 Knolls near the red stakes needs to be filled in and seeded.
- Seed on Knolls #2 and 3 is beginning to grow as the optimal growing temperature has finally arrived.
- The Committee discussed prioritizing the 10-year Properties Plan.
- April Weather Report: 'The month experienced cooler and dry conditions with the exception of record shattering heat for 2-3 days (10+ degrees above previous record). We were over 2''

below normal April precipitation for the month until almost 3” rain fell on the last weekend of the month.

Adjournment:

The meeting adjourned at 11:45 AM

Respectfully submitted,
Christine Plumeau
Administrative Assistant

Golf Commission Meeting
May 22, 2023
Director of Golf Report

Operations:

***Overall play has been solid. We have only lost two Saturdays due to rain**
***New rangers are in training and will be implemented this coming month.**
We had 1 Range retire and have one out due to back injury.

Tournaments:

May 8th - Trumbull Fathers Club 148 players
May 15th - Bridgeport Local 93 players
Next outing is June 12th - Trumbull Rotary

Tee Times:

***I posted a facebook live on Saturday, May 20th showing customers how fast tee times go at 5:30am. Granted it was for Memorial Day weekend.**

Golf ID:

***2022 expired last Monday, May 15th. Many customers are confused and often question our staff for not renewing their ID. In order to avoid confusion in the future, I am proposing to the Golf Commission, that all Tashua ID's are considered seasonal and when a new year (season begins), all applicable customers apply in order to get the appropriate discount for the new season.**

Clubhouse Meetings:

***Met with Mr. Lisi and committee on Tuesday, May 9th**
***Met with Craig Curley (Smith Richardson) and Tony for an informative session on Wednesday, May 10th.**

**TASHUA KNOLLS GOLF COMMISSION
SPECIAL PROJECTS/HOUSE COMMITTEE
Commission Meeting Monday, May 22nd , 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 Shallow Sump pump for the basement as a back up for water intrusion.
- 0 Landscaping for the NEW paved area is complete. Grass now filling in successfully.
- 0 Environmental study of the club house has been completed. No major issues. No Further action required.
- 0 New or Like in Kind Clubhouse Study has been completed. Meeting being conducted externally and internally.
- 0 Two new water heaters purchased. Clubhouse and Cart Barn. Both installed. Project complete.
- 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 5/15/23. Completion 6/30/23.

Respectfully submitted

Anthony Ciccaglione – Head of House Committee



Tashua Knolls Golf Course
Finance and Budget
May Meeting - 2023

Income

April Revenue -

- Total rounds
 - Knolls – up 10% YOY and double 5-year average
 - Glenn – up 8% YOY and double 5-year average

- Income
 - Knolls – Up 30% YOY
 - Glenn – Up 40% YOY%
- Cart Rounds up 13%
- Total income up 6% YOY and 42% over 5-year average

Rounds	2022	5-yr. Avg.	2023
Knolls Rounds	4,640	2,583	5,180
Glenn Rounds	1,871	1,056	2,025
Cart Rounds	4,181	2,627	4,830

Income	2022	5-yr. Avg.	2023
Knolls Income	\$161,422.00	\$106,531.70	\$229,256.00
Glenn Income	\$ 31,382.50	\$ 22,792.70	\$ 52,038.00
Total Income	\$286,204.00	\$176,422.80	\$303,104.00

Expenses

Tashua Golf YTD Budget Report - Fiscal Year 2022/2023

Account Description	Original	Transfer	Revised	YTD	Encumber	As of 5/15/2022
						Available
Salaries-FT/Permanent	433,665		433,665	257,246		176,239
Salaries-PT/Permanent	26,706		26,706	30,485		-3,779
Salaries-Seasonal	256,500		256,500	197,500		59,272
Salaries - Overtime	18,000		18,000	7,740		10,260
Salaries- Longevity	850		850	425		425
Uniform Allowance	4,000		4,000	3,014		985
Services & Fees Clerical	840		840	700		140
Services & Fees Professional	223,464		223,464	192,991	30,472	0
Services & Fees Ancillary	17,000		17,000	7,115	880	9,005
Services & Fees Contractual	117,283		117,283	106,922		10,361
Svcs Program Expense	2,000		2,000	1,534		466
Reimbursable to GF	288,300		288,300	288,300		0
Materials & Supplies Office	72,000		72,000	36,989	8,456	26,554
Program Supplies	272,000		272,000	231,269	31,876	8,853
Communications PR	1,000		1,000	0		1,000
Professional Dev Conferences	1,750		1,750	1,676		74
Dues	2,100		2,100	2,180		-80
Oil, Gas, Grease	18,500		18,500	18,570		-70
Travel Reimbursement	500		500	252		247
Maintenance Repair Contracts	22,943		22,943	15,752	3,260	3,930
Maintenance Equipment/Building	101,500	40,000	141,500	89,919	9,127	42,453
Refuse	2,761		2,761	2,531	230	0
Capital Outlay	95,000	126,646	221,646	67,935	157,871	-4,160
Leases	106,462		106,462	47,107	49,975	9,378
Occasional Rentals	3,000		3,000	1,081		1,918
Heat	7,450		7,450	9,979		-2,529
Electricity	48,500		48,500	19,478		29,021
Water	54,500		54,500	32,363		22,136
Telephone/Internet	1,560		1,560	1,299		260
Interest on Bonds	28,052		28,052	23,110		4,942
Principal on Bonds	251,961		251,961	224,000		27,961
TOTAL TASHUA KNOLLS BUDGET	2,480,147	166,646	2,646,793	1,919,462	292,147	435,262
TOTAL TASHUA KNOLLS EXPENSES						
Tashua Knolls Income (MUNIS)				1,919,987		
Misc. Revenue (Rent)				23,298		
TOTAL INCOME				1,943,285		
NON BUDGET EXPENSES						
Credit Card Fees				52,476		
Golf Car Taxes				245,174		
Banking Fees				644		
ATK Tournament Fees				10,200		
TOTAL NON-BUDGET EXPENSES				308,494		

Miscellaneous Finance

- End of Fiscal year approaching
- All committees to remain diligent on spending
- Painting to begin Shortly.
- Clubhouse discussion