

**Golf Course Commission Meeting
August 28, 2023
Minutes**

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

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

Members Absent: Tony Ciccaglione; Owen Evans

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

Review and Approval of Prior Minutes:

Review and approval of the Minutes of July 24, 2023 . . . A Motion was made by Mrs. Dowling, seconded by Mr. Moyer to approve the minutes as is. Motion carried unanimously (6 – 0)

Audience Participation:

- The Golf Course Commission agreed to take the agenda out of order to move Correspondence to Audience Participation. Mr. Jason Shenker and Mr. Andy Kearns representing the Trumbull Father's Clubs appeared before the Commission to ask for preferred rates for their Fall Golf Tournament.

A motion was made by Mr. Galla; seconded by Mrs. Dowling to approve the Trumbull Father's Club request to hold their October 10, 2023 Fall Tournament at preferred rates. Motion carried unanimously (4 – 0) (Abstain: Gaudiano, Moyer).

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

- See report attached
- The area at the end of the restaurant parking lot is nearly cleared of debris. Approximately two more dumpsters are needed to complete the job.
- Mr. Fries will be performing aeration on both courses in the fall. He will be using small tines to allow for minimal disruption. His practice of applying six topdressing applications throughout the year aid in his ability to use the small tines.
- The four new maintenance carts have been received.
- The summer maintenance staff has left to go back to school.
- Louis Tree Service will be conducting tree trimming services under the power lines along Tashua Road.

Director of Golf Operations (Bobby Brown):

- See report attached
- Mr. Brown thanked the customers at Tashua Knolls Golf Course for enduring the communication and mechanical problems encountered this summer at the practice range. All problems have been repaired and steps have been taken to ensure the situation does not reoccur.
- Mr. Brown stressed that all pro shop credit must be redeemed by December 31, 2023 and any outstanding rainchecks must be used by the end of the 2023 golf season.
- Mr. Brown asked the Commission to consider hosting the boys FCIAC conference in the fall.

A motion was made by Mr. Galla; seconded by Mr. Moyer to approve the Connecticut FCIAC request to hold the Boys Golf Championship at Tashua Knolls on Thursday, October 19, 2023 with tee times from 10:00 AM to 12:00 PM at no cost. Motion carried unanimously (5 – 0) (Abstain: Caligiure).

House Committee (Chris Plumeau):

- See report attached
- The Commissioners gave their consensus to install a Lightning Detection System count down clock in the starter shed at the clubhouse that is visible to the customers at a maximum cost of \$1,100.
- Mrs. Plumeau thanked Mr. Ciccaglione for his recent donation of a bench in honor of his father.

Concessionaire (Domenick Faustini):

- No report given

Finance (Dave Galla):

- See attached report
- The various Golf Committees should begin the process of planning for the 2024-2025 budget. All requested items must be made by October 16th so that a draft budget can be distributed at the November Commission meeting for vote at the December Commission meeting

Personnel (Shelly Dowling):

- No update given

Customer Service (Regina Evans):

- A discussion was held regarding the area of customer service. Although no major issues were reported, several of the on-going problems were still occurring.

Correspondence

- None

Old Business:

- None

New Business:

- Mrs. Evans and Mrs. Plumeau discussed the revisions to the 2024 Tashua Knolls Golf Course ID Application. In order to prevent several reoccurring issues, the ID process will be strictly enforced. **Beginning in 2024, all ID applications MUST be completed in full in order to be processed. This includes having a valid Driver’s License on file in order to rent a golf cart. Customers refusing to do so will not be able to rent a cart.** In addition, two other changes were voted on:

A motion was made by Mrs. Evans; seconded by Mrs. Dowling to change the expiration date of Tashua Knolls IDs to December 31st of the year the ID was issued. Motion carried unanimously (6 – 0).

A motion was made by Mr. Moyer; seconded by Mr. Galla to change the age of eligibility of Junior IDs to 18. Motion carried unanimously (6 – 0).

Executive Session:

Mr. Galla made a motion seconded by Mr. Moyer at 8:26 PM to move into Executive Session to discuss a personnel matter. Motion carried unanimously (6 – 0).

A motion to exit Executive Session was made by Mr. Galla at 8:38 PM and seconded by Mr. Caligiure Motion carried unanimously (6 – 0).

- After the meeting was over, the following motion was made:

A motion was made by Mrs. Dowling; seconded by Mrs. Evans to move the currently budgeted (but not filled) full-time Assistant Superintendent salary to the full-time Administrative Assistant salary. Motion carried unanimously (6 – 0).

Adjournment:

A motion was made by Mr. Moyer at 8:39 PM; seconded by Mr. Galla to adjourn the meeting. Motion carried unanimously (6 – 0).

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk

**Golf Course Commission
Green Sub-Committee Meeting Minutes
August 16th, 2023**

Members Present: Shelly Dowling (Chair) (via Phone): Owen Evans, Nate Moyer, Andy Fries

Members Absent: None

Mrs. Dowling called the meeting to order at 10:02A.M.

Topics Discussed:

- A discussion regarding the edge of the TK property line near the lower parking lot and #1 bordering a property that is under contract. The area is currently used as an area to haul organic debris from the golf course. The new owners are concerned about this area going forward and the debris. A vote was held to continue with “Past Practice” of using this area as we have in the past. Future discussions will be held on how to proceed in utilizing this area.

Motion: Nate

2nd: Owen

Vote Passed: 4-0

- Andy discussed how record rainfall in July resulted a very lush golf course but presented challenges in keeping playability at ideal levels.
- Sand has been added to the Glen Bunkers.
- The bunker machine is currently down and new parts are on order. This resulted in raking bunkers less frequently, but we are hoping to have parts by the end of August.
- Contact has been made with 3 irrigation consultants regarding plans to replace our 25+ year old irrigation system. Prices to retain these services will be forthcoming.
- Tee aeration will begin over the next few weeks and Greens will be aerated in October.
- Paving cart paths for this fall was discussed and Andy will work with Tony on this process.
- We received a quote from one company regarding adding additional fencing around the clubhouse. We are working on getting 2 more quotes before a decision is made.
- July weather report: July was extremely wet with record amounts of rainfall for the month throughout the state. While temperatures were normal, humidity and dew point levels remained consistently high during the month.

Adjournment:

The meeting adjourned at 10:48 AM

Respectfully submitted,
Christine Plumeau
Administrative Assistant

**TASHUA KNOLLS GOLF COMMISSION
SPECIAL PROJECTS/HOUSE COMMITTEE
Commission Meeting Monday, August 28th, 2023**

Topics For discussion

- 0 Purchase orders set for On course bathrooms. Final doors on the course to be installed by 8/31/23.
- 0 Received quotes and purchase order for replacement septic pumps for the on course bathrooms. 8/30/23.
- 0 Coordinate painting of all the bathroom doors after on course are installed. 9/15/23.
- 0 New or Like in Kind Clubhouse Study has been completed. Expecting conceptual plan and cost 9/1/23.
- 0 Obtaining quotes for roof's on the Knolls Lightning protection covers and on course bathrooms. 8/30/23.
- 0 Monitoring Pumping in the Septic Systems. Did have some water leakage this past month but minimal.
- 0 Upgrade Cart Barn Bathrooms. All doors and floors complete. NEED new locks to be installed by 7/30/23.
- 0 Potential for a Solar Panel Project to be installed on the Cart Barn. Obtaining three quotes. 9/30/23.
- 0 Working with the Sprinkler System Installers to complete punch list. Coordinating with the Town Purchasing.

Respectfully submitted

Anthony Ciccaglione – Head of House Committee



August Golf Commission Meeting

August 28, 2023

GOLF OPERATIONS REPORT

Bobby Brown, PGA Director of Golf

Golf Operations:

*Tee time start times will scale back for September with a 7:30am Tuesday-Friday start and 7am on Weekends beginning September 5th

*Boys High School golf (Trumbull (12) & St. Joes(15)) is in full swing.

*Play has remained strong for month of August with the exception of two Fridays, due to heavy rains

Tournaments:

*August 6th - Open Golf

*August 13th – First Selectmen’s Outing 112 player

*August 20th – Radzwilla’s Golf Outing - 64 players

*August 27th - Southern Women’s Golf Association - 81 players Double Tee

Pro Shop: (1st Reminder)

*All 2023 golf shop credit must be redeemed by December 15th and any outstanding rain checks must be used by the end of the 2023 golf season.

REQUEST FROM: Trumbull Coach & St Joes Coach- Can we host the FCIAC conference championship on Thursday, October 19th - Tee times 10am – Noon. 10 groups -



Tashua Knolls Golf Course
Finance and Budget
August Meeting - 2023

Miscellaneous Finance

- Retained Earnings FY 2022-2023 – approximately \$615,000.00
- Purchase order transfer – pending items from FY 2022-2023 to be reassessed and submitted.

Income

- Total rounds
 - Knolls – down 1% YOY and up 10% over 5-year average
 - Glenn – up 26% YOY and 28% over 5-year average
- Income
 - Knolls – down 3% YOY and up 14% over 5-year average
 - Glenn – up 7% YOY and 23% over 5-year average
- Cart Rounds down 1% YOY and 10% over 5-year average
- Total income down 3% YOY and up 14% over 5-year average

| Rounds | 2021 | 5-yr. Avg. | 2022 |
|---------------|-------|------------|-------|
| Knolls Rounds | 7,397 | 6,681 | 7,334 |
| Glenn Rounds | 3,223 | 3,185 | 4,075 |
| Cart Rounds | 7,397 | 6,681 | 7,334 |

| Income | 2021 | 5-yr. Avg. | 2022 |
|---------------|--------------|--------------|--------------|
| Knolls Income | \$346,429.00 | \$293,622.00 | \$334,882.00 |
| Glenn Income | \$ 96,723.00 | \$ 84,123.60 | \$103,286.00 |
| Total Income | \$445,088.00 | \$380,474.90 | \$432,830.00 |

Expenses

Tashua Golf YTD Budget Report - Fiscal Year 2022/2023

| Account | Account Description | Original | Transfer | Revised | YTD | Encumber | As of 8/21/2022 |
|---------|--|------------------|----------------|------------------|------------------|----------------|-----------------|
| | | | | | | | Available |
| 501101 | Salaries-FT/Permanent | 433,665 | | 433,665 | 306,333 | | 127,331 |
| 501102 | Salaries-PT/Permanent | 26,706 | | 26,706 | 36,036 | | -9,330 |
| 501103 | Salaries-Seasonal | 256,500 | | 256,500 | 268,181 | | -11,681 |
| 501105 | Salaries - Overtime | 18,000 | | 18,000 | 11,216 | | 6,784 |
| 501106 | Salaries- Longevity | 850 | | 850 | 425 | | 425 |
| 501888 | Uniform Allowance | 4,000 | | 4,000 | 3,701 | | 299 |
| 522201 | Services & Fees Clerical | 840 | | 840 | 840 | | 0 |
| 522202 | Services & Fees Professional | 223,464 | | 223,464 | 223,464 | | 0 |
| 522203 | Services & Fees Ancillary | 17,000 | | 17,000 | 8,195 | | 8,805 |
| 522204 | Services & Fees Contractual | 117,283 | | 117,283 | 112,202 | | 5,081 |
| 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 | 49,153 | 212 | 22,634 |
| 534402 | Program Supplies | 272,000 | | 272,000 | 259,120 | | 12,879 |
| 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 | 24,809 | | -6,309 |
| 567703 | Travel Reimbursement | 500 | | 500 | 296 | | 203 |
| 578801 | Maintenance Repair Contracts | 22,943 | | 22,943 | 18,631 | | 4,311 |
| 578802 | Maintenance Equipment/Building | 101,500 | 40,000 | 141,500 | 113,432 | 6,574 | 21,493 |
| 578804 | Refuse | 2,761 | | 2,761 | 2,761 | | 0 |
| 581888 | Capital Outlay | 95,000 | 126,646 | 221,646 | 75,235 | 117,374 | 29,036 |
| 589901 | Leases | 106,462 | | 106,462 | 47,107 | 49,975 | 9,378 |
| 589902 | Occasional Rentals | 3,000 | | 3,000 | 1,081 | | 1,918 |
| 590011 | Heat | 7,450 | | 7,450 | 10,075 | | -2,625 |
| 590012 | Electricity | 48,500 | | 48,500 | 30,029 | | 18,470 |
| 590013 | Water | 54,500 | | 54,500 | 39,637 | | 14,862 |
| 590014 | Telephone/Internet | 1,560 | | 1,560 | 1,560 | | 0 |
| 595888 | Interest on Bonds | 28,052 | | 28,052 | 28,052 | | 0 |
| 597888 | Principal on Bonds | 251,961 | | 251,961 | 251,961 | | 0 |
| | TOTAL TASHUA KNOLLS BUDGET | 2,480,147 | 166,646 | 2,646,793 | 2,217,222 | 174,135 | 255,424 |
| | TOTAL TASHUA KNOLLS EXPENSES | | | | | | |
| | Tashua Knolls Income (MUNIS) | | | | 2,802,477 | | |
| | Misc. Revenue (Rent) | | | | 29,382 | | |
| | TOTAL INCOME | | | | 2,831,859 | | |
| | TOTAL TASHUA KNOLLS EXPENSES | | | | | | |
| | Tashua Knolls Income (MUNIS) | | | | 2,802,477 | | |
| | Misc. Revenue (Rent) | | | | 29,382 | | |
| | TOTAL INCOME | | | | 2,831,859 | | |
| | NON BUDGET EXPENSES taken out of MUNIS income | | | | | | |
| | Credit Card Fees | | | | 72,966 | | |
| | Golf Cart Taxes | | | | 35,795 | | |
| | Banking Fees | | | | 644 | | |
| | ATK Tournament Fees | | | | 1,560 | | |
| | TOTAL NON-BUDGET EXPENSES | | | | 110,965 | | |

Tashua Knolls

From: Trumbull Father's Club Golf Tournament <tfcgolftournament@gmail.com>
Sent: Thursday, August 17, 2023 1:37 PM
To: Tashua Knolls
Cc: Joe Gaudiano
Subject: Fathers Club golf tournament request 10/10

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

Hello Christine and Trumbull Golf Commission,

We are excited about our upcoming tournament at Tashua Knolls in October! The Trumbull Fathers Club would like to kindly request resident rates for our participants in the October 10th golf tournament to the golf commission at the upcoming meeting August 28th.

The Trumbull Fathers Club tournament is run by volunteer dads from the 6 Trumbull elementary schools. All proceeds from the tournament will go directly to each school's Fathers Clubs to be used for school initiatives.

Thank you again for allowing us to host our event and your beautiful golf course!

Thanks,
2023-24 Trumbull Fathers Club Golf Committee

Tashua Knolls Golf Course 2024 ID Application

Check One Box (residents live/reside in Trumbull, no exceptions)

- Resident \$50
 Resident Senior \$50 Non-Resident Senior \$50 (ages 60+ or on Social Security)
 Resident Junior \$30 Non-Resident Junior \$35 (up to age 22)

Requirements

- Resident ID applications **MUST** be accompanied by the following items:
 1. Driver's License indicating Trumbull address
 2. One of the following: Property Tax or Utility Bill (no cell phone bills), Car Registration, Home Deed or Rental Agreement
- Senior and Junior applications - A driver's license, birth certificate, school ID, or another official document is required for Junior and Senior ID's to verify age. Applications for a Senior ID on Social Security must be accompanied by proof of receiving Social Security.
- **A valid Driver's License is required for any golfer renting a golf cart. If your Driver's License is not on your profile, you will NOT be permitted to rent a golf cart.**
- An email address is required to make online tee time reservations. Reservations are not accepted over the phone. Email addresses are never sold to a third party.

Terms

- All ID Applications are valid for the current calendar year and **expire on December 31st**. You will not be eligible for discount pricing until you obtain a current ID.
- Senior and Junior rates apply Mon - Thurs (except holidays). Outside of these timeframes, pricing defaults to the regular resident or non-resident rate.

***** PLEASE COMPLETE FULLY AND CLEARLY *****
APPLICATIONS WILL NOT BE ACCEPTED UNTIL ALL INFORMATION IS PROVIDED

Name _____ Date of Birth* _____
Street _____ Phone _____
Town _____ State _____ Zip _____
Driver's License #/State ** _____ Email _____

* Required for Junior and Senior applications

** Required to rent cart

I hereby certify that all the statement and information contained in this application are true and correct, and understand any misrepresentation may result in the loss of all golfing privileges for the 2024 season. I accept the rules, regulations and pace of play policy of the golf course. I will cooperate fully with the Tashua golf staff. Falsification of residency address or birth date or Driver's License information will result in loss of golfing privileges for the remainder of the season.

Signature _____ Date _____