Tashua Knolls Golf Course Commission Meeting

Agenda

Date: October 25, 2026

Time: 7:30 p.m.

Place: Tashua Knolls Golf Course Clubhouse

1. Meeting called to order at 7:30 p.m.
2. Review and approval of prior minutes. Motion was made by Shelly Dowling; seconded by Peter Caliguire. Motion approved by all.
3. Audience Participation - None
4. Director of Golf Properties/Green Committee – Joe Imperio & Shelly Dowling - See report attached
   a. House Committee – Tony Ciccaglione - See report attached
   b. Concessionaire – Domenick Faustini – not present
   c. Finance Committee – We welcomed Michael DeFeo, Chairman to his first Commission meeting – report attached
   d. Personnel – Shelly Dowling – no report
   e. Customer Service – Regina Evans – not present
   f. Golf Engagement- Mary Ellen Patzuk – not present
5. Director of Golf Properties -Bobby Brown report attached
6. Correspondence - none

8. New Business- See attached
9. Adjournment at 8:25 p.m.

Please email shelly.dowling@gmail.com if you can't attend

Greens and Ground Report

October 19,2026

- Knolls and Glen Greens aeration is complete.
- Mowing frequency will be reduced as the weather is changing and the grass growth has slowed. This will allow us to concentrate on leaf cleanup, as this will be our primary focus over the next month.
- Spot rough aeration is ongoing. The area where the cedars were removed between 7&16 has been aerated, seeded and any surface rocks have been removed. The area to the right of 16 closest to the pond has also been aerated and seeded. This work wi continue throughout the course focusing on thin, high traffic areas.
- Flower beds around the clubhouse and throughout the property are being cleaned out and prepped for winter.
- Plan to replant the two flower beds closest to the bag drop area making it more consistent with the clubhouse and 1 & 10 tee areas. We will replant this area in the spring.
- 3 quotes have been received for the irrigation installation. Pumphouse quote has also been received. See attached.

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TASHUA KNOLLS GOLF COMMISSION
SPECIAL PROJECTS/HOUSE COMMITTEE
Commission Meeting Monday October 6th, 2026

Topics For discussion

0 Solar Project with UI fully approved and inspected. **All Operational. Proceeding to file for the Rebate.**

0 **Maintenance Barn bid completed.** Working on Drainage system. Received drawing. Expect completion 11/**6.**

O New Boiler in Clubhouse required. Waiting on budget pricing from Main Enterprise**. Received $50K**

O Shed next to Mikulus Center Doors are complete. **New decision to demo. 11/25/26. Bids received**

O NEED the UI plan for High Voltage Cables. Project on the SHORT list. UI advised by 11/15/26

O Need additional lamps to be replaced in the Maintenance Barn. **Work Completed**

O Repair Pro Shop Doors – Working with Industrial Co. Waiting on Lead time for material.

Respectfully submitted

Anthony Ciccaglione – Head of House Committee, Meetings First Tuesday of every month. 10AM

TOWN OF TRUMBULL

YEAR-TO-DATE BUDGET REPORT

FY 2026

FOR 2026 12

ACCOUNTS FOR: 21 GOLF COURSE			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USE/COL
21100000 TASHUA KNOLLS-ENTERPRISE									
21100000	440024	MEMBERSHIP/PART	0	0	0	-3,105,966.76	.00	3,105,966.76	100.0%
21100000	480002	MISCELLANEOUS R	-37,043	0	-37,043	-46,203.50	.00	9,160.50	124.7%
21100000	501101	SALARIES-FT/PER	542,345	-20,465	521,880	540,434.53	.00	-18,554.53	103.6%*
21100000	501102	SALARIES-PT/PER	0	360	360	360.00	.00	.00	100.0%
21100000	501103	SALARIES-SEASON	320,000	-19,418	300,582	300,581.74	.00	.26	100.0%
21100000	501105	SALARIES-OVERTI	20,000	38,245	58,245	58,244.23	.00	.77	100.0%
21100000	501888	UNIFORM ALLOWAN	4,000	19	4,019	3,573.82	444.26	.92	100.0%
21100000	522201	SERVICES & FEES	840	0	840	800.60	.00	39.40	95.3%
21100000	522202	SERVICES & FEES	254,715	0	254,715	254,714.68	.00	.32	100.0%
21100000	522203	SERVICES & FEES	21,600	72	21,672	21,671.78	.00	.22	100.0%
21100000	522204	SERVICES & FEES	179,883	-60,000	119,883	119,114.01	.00	768.99	99.4%
21100000	522205	PROGRAM EXPENSE	3,000	0	3,000	1,953.49	.00	1,046.51	65.1%
21100000	522210	REIMBURSABLE SE	316,500	2,397	318,897	318,897.00	.00	.00	100.0%
21100000	534401	MATERIALS & SUP	55,000	0	55,000	51,868.66	792.53	2,338.81	95.7%
21100000	534402	PROGRAM SUPPLIE	256,000	12,000	268,000	267,057.73	572.00	370.27	99.9%
21100000	556601	PROFESSIONAL DE	2,350	0	2,350	.00	.00	2,350.00	.0%
21100000	556602	PROFESSIONAL DE	5,200	0	5,200	4,227.34	.00	972.66	81.3%
21100000	567701	TRANSPORTATION-	20,000	3,214	23,214	23,213.96	.00	.04	100.0%
21100000	567703	TRANSPORTATION-	500	0	500	216.79	.00	283.21	43.4%
21100000	578801	MNTNCE/REPAIR S	20,575	0	20,575	17,431.30	.00	3,143.70	84.7%
21100000	578802	MNTNCE/REP-EQUI	119,000	0	119,000	113,859.07	3,654.83	1,486.10	98.8%
21100000	578804	MNTNCE/REP-REFU	3,300	0	3,300	3,269.64	.00	30.36	99.1%
21100000	581888	CAPITAL OUTLAY	581,000	45,700	626,700	298,980.44	.00	327,719.56	47.7%
21100000	589901	RENTALS-ANNUAL	83,126	0	83,126	83,125.98	.00	.02	100.0%
21100000	589902	RENTALS-OCCASIO	5,000	-1,505	3,495	1,582.01	.00	1,912.99	45.3%
21100000	590011	UTILITIES-HEAT	12,000	-2,403	9,597	9,596.96	.00	.04	100.0%
21100000	590012	UTILITIES-ELECT	68,500	-20,313	48,187	48,186.97	.00	.03	100.0%
21100000	590013	UTILITIES-WATER	26,500	58,271	84,771	84,770.52	.00	.48	100.0%
21100000	590014	UTILITIES-TELEP	1,278	-206	1,072	1,071.20	.00	.80	99.9%
21100000	593888	DEPRECIATION EX	0	0	0	230,374.70	.00	-230,374.70	100.0%*
21100000	595888	INTEREST ON G/O	5,297	0	5,297	2,725.00	.00	2,572.00	51.4%
21100000	597888	PRINCIPAL-G/OBL	111,332	-8,268	103,064	81,000.00	.00	22,064.00	78.6%
TOTAL TASHUA KNOLLS-ENTERPRISE			3,001,798	27,700	3,029,498	-209,266.11	5,463.62	3,233,300.49	-6.7%
TOTAL GOLF COURSE			3,001,798	27,700	3,029,498	-209,266.11	5,463.62	3,233,300.49	-6.7%
		TOTAL REVENUES	-37,043	0	-37,043	-3,152,170.26	.00	3,115,127.26	
		TOTAL EXPENSES	3,038,841	27,700	3,066,541	2,942,904.15	5,463.62	118,173.23	

TOWN OF TRUMBULL

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	3,001,798	27,700	3,029,498	-209,266.11	5,463.62	3,233,300.49	-6.7%

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TOWN CLERK
TRUMBULL, CT

Golf Course Commission Meeting Recap

October 26, 2026

The Golf Course Commission met to review golf course operations, maintenance activities, facilities projects, financial matters, personnel updates, and upcoming events. The Commission approved the prior meeting minutes, welcomed a new member, and received reports from the various committees and golf course staff.

Director of Golf Course Properties Report

The Commission received an update on seasonal course maintenance. Aeration of the Knolls and Glen greens has been completed, with some work adjusted due to frost conditions. As grass growth slows, maintenance efforts will transition toward leaf cleanup and other fall activities. Staff also continues to aerate and seed thin and high-traffic areas throughout the course.

Flower beds around the clubhouse and property are being prepared for winter. Plans were also discussed for improvements to landscaping near the bag-drop area in the spring.

The Commission also discussed planning for future golf course infrastructure improvements and the need to coordinate major projects with the Town's procurement, budgeting, and capital-planning processes.

Golf Operations and Events

Golf operations reported a positive October, with rounds and revenue performing well as the regular golf season begins to wind down. Several leagues have completed their 2026 seasons, and scheduled tournaments during October were well attended.

The Commission considered requests to host future junior golf events. Members supported hosting an FCIAC girls event next year. A separate request to host a multi-day CSGA junior championship was also discussed. While the Commission continues to support junior golf, members concluded that the multi-day format would have too great an impact on public play and course operations at this time.

The Commission also discussed its approach to Monday golf outings. Members considered how to balance community and charitable outings with growing demand for public tee times and the maintenance staff's need for sufficient time to prepare the course. The Commission supported moving Monday outing start times to **10:00 a.m.** to provide the maintenance team with additional morning access to the course. Broader policies regarding outing size, frequency, and scheduling will be considered as rates and policies are reviewed for the upcoming season.

Staff also recognized the men's, women's, nine-hole, 18-hole, and senior golf groups for their contributions to a recent food-pantry collection. Golfers were reminded that golf-shop credits should be used by **December 15**.

House Committee Report

The House Committee provided updates on several facility-related projects. The solar project is operational, with final administrative work related to the project still being completed.

Work on the maintenance barn continues, including coordination with the Town regarding drainage. The Commission also reviewed several smaller facility-maintenance matters involving the Nicholas Center, electrical service, doors, and lighting in the cart barn. Follow-up will continue on these items.

Finance Committee Report

The Finance Committee reviewed current financial reporting and discussed the process for monitoring golf course finances throughout the year. This includes reviewing rounds played, comparing performance with prior periods, and monitoring budget categories for significant variances.

The Commission reviewed both the completed prior fiscal year and the current fiscal year's financial information. Additional coordination will take place to familiarize the new Finance Committee chairman with the Town's reporting system and the Commission's regular financial-review process.

Personnel Committee Report

The Commission received an update on several golf course positions. Work continues with the Town on the process for posting the greens superintendent position. Members emphasized the importance of moving the recruitment process forward.

The assistant property director position was also discussed, including recent revisions to the position title and description as part of the posting process. No other significant personnel matters were reported.

Other Business and Adjournment

The Commission briefly discussed the annual staff appreciation event and plans for the end of the golf season. No additional old or new business was brought forward.

Following completion of the committee reports and discussion, the Commission voted to adjourn.

Tashua Knolls Golf Course

Director of Golf Report
October 2026

Operations Update

- October has been more positive with rounds and revenue.
- Tashua Knolls was closed until 1:30pm on Monday & Tuesday, October 5th & 6th. Tashua Glen was closed all day (Monday, October 26th) for aeration.
- Revenue October to date $264,333 vs. October 2025 $263,733 (+600) not including today's outing revenue of $6570

Tournaments

- Dimasi THS Hockey Outing 142 players
- Westport PBA Outing 90 players
- 9 & 18 holers have completed their 2026 seasons and the Senior Men have one more week

Correspondence

- FCIAC Girls Individual Tuesday, June 1st 11:30-12:30 21 players
- CSGA Borck Championship Monday, July 19 Qualifying, Tuesday am Matches, Wednesday- Semi Final & Final Boys & Girls
- Employee Appreciation- November 30th (Monday) or December 1st (Tuesday)

Golf Shop Credits

- Please use all your golf shop credits by December 15th, 2026

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