

City of San Dimas
Golf Course Advisory Committee
Meeting Minutes
Thursday, October 17, 2013
San Dimas Canyon Golf Course Clubhouse

CALL TO ORDER

The meeting was called to order at 7:55 a.m. by Mayor Morris who welcomed new member, Debbie Iketani.

Present: Doug Shultz, San Dimas public member
 Debbie Iketani, San Dimas public member
 Curt Morris, San Dimas Mayor
 Emmett Badar, San Dimas Councilmember
 Charles Rosales, La Verne Councilmember

 Blaine Michaelis, City Manager
 Theresa Bruns, Director of Parks and Recreation
 Brian Bode, SDCGC General Manager
 Trip Stevens, SDCGC Manager

APPROVAL OF JULY 18, 2013 MEETING MINUTES

The minutes of July 18, 2013 were unanimously approved as written.

REVIEW OF MONTHLY REVENUE REPORTS FOR JULY, AUGUST, AND SEPTEMBER

Trip Stevens reported that for the quarter, total income was up 3.9% over the same quarter last year; rounds were up 3.2%; and total food and beverage was up 9.9%.

MANAGER'S REPORT

A. General Update

Trip Stevens read his manager's report as submitted, noting that course conditions have continued to improve with completion of greens aerification, tee box over seeding, and driving range project. The Clubhouse experience continues to be enhanced as well, with the installation of the new lighting improvements.

Brian Bode added that \$5 green fees at 5:00pm have been added with some success in increasing rounds played. It was also noted that Valerie of the food service management staff is currently on maternity leave, and Trip is covering that responsibility until she returns. A new Executive Chef has been hired.

Brian further noted that San Dimas Canyon continues to outperform other area courses, and conducts twice the number of tournaments of other local courses. He also reported that American Golf, Inc. is in the process of being acquired by Fortress Investment Group.

B. 2013 Capital Improvement Project Review and Update

Trip Stevens reported that the 2012 CIP Driving Range project was completed in 2013, and the following 2013 Clubhouse CIP projects were also completed in 2013:

- Uplighting Units installed
- Mobile Bar/Drink Station purchased for the Terrace
- Ceiling Tiles replaced as needed

Trip reported that the Softscape project, and Audio Visual System scheduled for the Clubhouse are currently out to bid.

The Approved 2013 Clubhouse CIP budget was \$36,500, and the estimated total expenditures to date is \$16,162, excluding \$5,000 for the Softscape project, and \$12,000 for the Audio Visual project to be carried over. Completed projects finished at \$3,338 under budget.

There were no budgeted Golf Course CIP projects for 2013.

REVIEW OF PROPOSED CAPITAL IMPROVEMENT PROJECT BUDGET FOR 2014

Trip Stevens reported that there are currently no requests for Capital Improvement Projects for the golf course fund or the clubhouse fund at this time. The objective for future projects is the replacement of the maintenance facility.

Currently the Course CIP fund has an available balance of \$311,000, and the Clubhouse CIP fund balance is \$28,000.

REVIEW OF PROPOSED FEE STRUCTURE FOR 2014

Brian Bode reported that there is no request for a change in the current fee structure.

ORAL COMMUNICATIONS

Charlie Rosales inquired about the possibility of establishing a First Tee Program for youth golfers. Brian and Trip noted that the course facilities may not be adequate for the operation of a program, but will consider the proposal.

ADJOURNMENT

The meeting was adjourned at 9:00 a.m. to January 16, 2014.