

City of San Dimas  
Golf Course Advisory Committee  
Meeting Minutes  
Thursday, April 17, 2014  
San Dimas Canyon Golf Course Clubhouse

**CALL TO ORDER**

The meeting was called to order at 7:50 a.m. by Charles Rosales

Present: Doug Shultz, San Dimas public member  
Debbie Iketani, San Dimas public member  
Charles Rosales, La Verne Councilmember  
Ron Ingels, La Verne alternate

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

Absent: Curt Morris, San Dimas Mayor  
Emmett Badar, San Dimas Councilmember

**APPROVAL OF JANUARY 16, 2014 MEETING MINUTES**

The minutes of January 16, 2014 were unanimously approved as written.

**REVIEW OF MONTHLY REVENUE REPORTS FOR JANUARY, FEBRUARY, AND MARCH**

Trip Stevens reported that the first quarter of 2014 saw an increase of 9.0% in total revenue for the quarter compared to the same quarter in 2013. Food and beverage revenues saw a increase of 6.6%, and rounds were up by 12.5%. Favorable weather was attributed to some of the increase.

**MANAGER'S REPORT**

**A. General Update**

Trip Stevens reported that weather had a positive impact on golf operations, with 13 more playable days than last year during the first quarter. Course conditions continue to improve as a result of attention to detail, and evidenced by an award from Greenskeeper.org for the "Best Golf Course for the Dollar" in all of Los Angeles County. Greens aerification was recently completed, and the new approach of doing one half of each green at a time was well received. The Audio/Video project is complete in the banquet room.

Debbie Iketani inquired about the possibility of replacing current plants and shrubs with drought tolerant landscape. Trip Stevens responded that the parking lot ground cover was scheduled to be replaced.

## **B. 2014 Clubhouse Capital Improvement Project Review and Update**

Trip Stevens reported that the Clubhouse Audio/Video project is complete, including a new sound mixer, laptop computer for presentations, three 70" television monitors and three mirror panels for concealing the monitors. The project budget of \$12,000 was exceeded by \$2,400, for a total project cost of \$14,400. Brian Michaud provided a demonstration of the system.

The Clubhouse Entry Soft-scape project is in the design process, and has an approved budget of \$8,000.

### **UPDATE ON FUTURE CAPITAL IMPROVEMENT PROJECTS**

Trip Stevens presented three projects and budget request for consideration:

- |                                  |                 |
|----------------------------------|-----------------|
| - Parking Lot Lighting           | \$108,000       |
| - Cart Barn Lighting             | \$ 8,000        |
| - Course Signage and Tee Markers | <u>\$ 8,500</u> |
|                                  | \$124,500       |

After discussion, it was determined that this item should be agendaized for the next meeting if budget approval is being requested. Additional details and priorities shall be considered by staff prior to the next meeting, since at the January meeting staff proposed no Capital Improvement Budget projects for 2014 so that the course maintenance facility project could be planned.

### **ORAL COMMUNICATIONS**

Theresa Bruns distributed Commissioner's Handbooks to Doug Shultz and Debbie Iketani.

Theresa Bruns distributed and reviewed information regarding water usage and expense.

Theresa Bruns reported that the Golf Course Capital Improvement Fund balance available is \$414,668, and the Clubhouse Capital Improvement Fund balance available is \$35,180.

Debbie Iketani reported that the San Dimas Mountain Rescue golf tournament will be held at San Dimas Canyon, and is the first tournament since 2008.

### **ADJOURNMENT**

The meeting was adjourned at 8:45 a.m. to July 17, 2014