

City of San Dimas
Golf Course Advisory Committee
Meeting Minutes
Thursday, January 16, 2014
San Dimas Canyon Golf Course Clubhouse

CALL TO ORDER

The meeting was called to order at 7:45 a.m.

Present: Debbie Iketani, San Dimas public member
 Curt Morris, San Dimas Mayor
 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

Absent: Doug Shultz, San Dimas public member - excused

APPROVAL OF OCTOBER 17, 2013 MEETING MINUTES

The minutes of October 17, 2013 were unanimously approved.

REVIEW OF MONTHLY REVENUE REPORTS FOR OCTOBER, NOVEMBER AND DECEMBER

Trip Stevens reported that the fourth quarter of 2013 saw a 5.7% increase in rounds played relative to this quarter last year. Total income reported increased by 9.4%. Food and beverage totals increased by 7.0% for the quarter. The 2013 year end summary included a 0.1% increase in total income over 2012.

MANAGER'S REPORT

A. General Update

Trip Stevens reviewed his quarterly manager's report as submitted to the committee, noting that a dry winter with good weather and superb course conditions supported a positive quarter. Tournament rounds and private events saw a growth of 6%.

Trip reported that SDCGC was awarded the best value for the dollar award by Greenskeeper.org. A bounce back offer of \$10 off on the next visit has been available to encourage return business.

B. 2013 Capital Improvement Project Review

Trip Stevens reported that the 2012 CIP Driving Range project was completed in 2013 at \$30,000 under budget. The scope of the project was adjusted to include replacement of the back net, painting of the poles, and a new ball wash machine.

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 and are requested to be moved to the 2014 CIP Budget.

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.

C. Review of Future Capital Improvement Projects

Trip Stevens reported that there are no proposed Capital Improvement Projects for 2014 for the golf course, and the Softscape project for the entry area, and Audio Visual System scheduled for the Clubhouse are requested to be carried forward for 2014. Trip requested an additional \$3,000 appropriation for the softscape project to include a drip irrigation system. Approved unanimously.

2014 approved Clubhouse CIP total budget of \$20,000 will include:

- | | |
|---|----------|
| 1. Softscape project for the entry area | \$8,000 |
| 2. Audio Visual System | \$12,000 |

The golf course maintenance facility is currently under review and project requirements are being considered. This project will take some time for planning and will be considered in the future for budgeting. Lighting for the upper parking pad will also to be considered at a future time.

ORAL COMMUNICATIONS

Charlie Rosales commented that the course looks great and is a wonderful place to play.

Debbie Iketani also mentioned that the course is in great shape and inquired about tournament information for the Mountain Rescue event.

Theresa Bruns shared that some of the HVAC system is being updated at the course, as well as several other city facilities.

ADJOURNMENT

The meeting was adjourned at 8:50 a.m. to the next meeting on Thursday, April 17, 2014 at 7:30 a.m.