

City of San Dimas
Golf Course Advisory Committee
Meeting Minutes
Thursday, October 23, 2014
San Dimas Canyon Golf Course Clubhouse

CALL TO ORDER

The meeting was called to order at 7:35 a.m. by Mayor Morris.

Present: Doug Shultz, San Dimas public member
 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

APPROVAL OF JULY 17, 2014 MEETING MINUTES

The minutes of July 17, 2014 were unanimously approved as written.

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

Trip Stevens reported that the weather for the quarter was hot and dry; tournament business was down and there were many cancellations; total income was down 8.5% compared to the same quarter last year; total rounds were down 6.0%; and total food and beverage was down 11.2%.

MANAGER'S REPORT

A. General Update

Trip Stevens read his manager's report as submitted, noting that 2014 has seen the warmest weather on record and the drought has impacted business. Mr. Stevens noted that course conditions have continued to improve with completion of greens aerification and tee box over seeding. The Clubhouse experience continues to be enhanced, with the installation of the new audio visual system.

B. 2014 Capital Improvement Project Review and Update

Trip Stevens reported that the 2014 CIP Parking Lot Lighting project is in progress with an approved budget of \$86,000; the Bunker Sand project, approved budget of \$45,000, and the Course Signage and Tee Marker project, approved budget of \$7,000, should both be complete before the conclusion of the year.

The status of the 2014 Clubhouse CIP projects is as follows:

- Audio Visual System, \$12,000 approved, completed at \$14,400

- Tournament Enhancements, \$7,000 approved – in progress
- Coffee Shop Restroom Retrofit, \$5,000 approved – seeking quotes
- Bar Area Storage Room, \$2,000 approved – in progress
- Softscape Entry, \$8,000 approved – requested to be moved to 2015 CIP budget

REVIEW OF PROPOSED CAPITAL IMPROVEMENT PROJECT BUDGET FOR 2015

Trip Stevens requested that the 2015 Golf Course Capital Improvement Project Budget include approval of \$80,000 for Architectural Design and Plans for the Maintenance Facility. No other projects were recommended so that funds may be focused on the Maintenance Facility project.

Theresa Bruns reported that the Golf Course Improvement Fund has an available balance of approximately \$361,300.

Charles Rosales moved to approve a 2015 Golf Course CIP budget of \$80,000 for the design and specifications for the Maintenance Facility, seconded by Doug Shultz and passed unanimously.

Trip Stevens presented a proposed 2015 Clubhouse Capital Improvement Project Budget of \$135,000, including the following projects:

- Banquet Room Entry - flooring and doors - \$18,500
- Banquet Room Upgrades - ceiling tiles, lighting blinds, doors and screen wall - \$48,000
- Banquet Sales Office – lighting, window treatments, flooring, doors, expansion - \$19,500
- Bar & Patio Upgrades – railing, flooring, windows - \$49,000

Theresa Bruns reported that the Clubhouse Improvement Fund has an available balance of approximately \$32,450.

After discussion, Charles Rosales recommended that staff return to the next meeting with a prioritized project list within the available budget and considering the potential for return on investment.

A discussion was held regarding solar installations as well as rebates for turf reduction. Brian Bode mentioned that some courses have received rebates for turf reduction, and staff will continue to look at potential areas to take out of play. Theresa Bruns mentioned that Metropolitan Water District has a rebate program available.

REVIEW OF PROPOSED FEE STRUCTURE FOR 2015

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

ORAL COMMUNICATIONS

Debbie Iketani commended Trip Stevens and the course staff for their assistance with the Mountain Rescue Golf Tournament. She complimented the course, the smooth tournament operations, and the food, and stated that she received compliments throughout the day from participants.

ADJOURNMENT

The meeting was adjourned at 8:20 a.m. to January 15, 2015.