

City of San Dimas
Golf Course Advisory Committee
Meeting Minutes
Thursday, November 12, 2015
San Dimas Canyon Golf Course Clubhouse

CALL TO ORDER

The meeting was called to order at 7:44 a.m. by Mayor Morris.

Present: Curt Morris, San Dimas Mayor
Emmett Badar, San Dimas Councilmember
Charles Rosales, La Verne Councilmember

Theresa Bruns, Director of Parks and Recreation
Brent Boznanski, American Golf Regional Manager
Brian Bode, SDCGC General Manager
Trip Stevens, SDCGC Manager
Jeff Hwang, SDCGC Assistant Manager

APPROVAL OF JULY 16, 2015 MEETING MINUTES

The minutes of July 16, 2015 were unanimously approved as written.

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

Trip Stevens reported that revenues for the quarter were much better this year with total income up 10.5% compared to the same quarter last year; total rounds were up 6.2%; and total food and beverage revenue was up 36.6%.

MANAGER'S REPORT

A. General Update

Trip Stevens read his manager's report as submitted, noting that the third quarter was very hot and dry, and drought conditions continued. Mr. Stevens noted that course conditions have been good even with irrigation restrictions in place. As stated in the revenue report recap, rounds were up, golf operations revenue was up and private event operations were increased. Overall, it was a good quarter.

B. 2015 Clubhouse Capital Improvement Project Review and Update

Trip Stevens reported on the status of the following CIP projects which are currently outstanding on the fund balance account:

- 2013 - Audio Visual System, \$12,000 approved, completed at \$14,400
- 2014 - Tournament Enhancements, \$7,000 approved – in progress
 - Bar Area Storage Room, \$2,000 approved – in progress
- 2015 - Softscape Entry, \$8,000 approved – on hold
 - Waite Station enclosure, \$10,000 approved, in design process
 - Doors, floors and shutters, \$10,000 approved, in product selection phase
 - Outdoor Lighting, \$5,600 approved, in product selection phase

C. 2015 Golf Course Capital Improvement Project Review and Update

Trip Stevens reported on the status of the following golf course CIP projects which are currently outstanding on the fund balance account:

- 2014 - Parking Lot Lighting project, \$86,000 approved, in progress
- Bunker Sand project, \$45,000 approved, completed
- Course Signage and Tee Marker project, \$7,000 approved, completed

REVIEW OF PROPOSED CAPITAL IMPROVEMENT PROJECT BUDGET FOR 2016

Trip Stevens reported that the 2016 Golf Course Capital Improvement Project Budget includes \$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. Current projections for the completion of the project are in the \$650,000 - \$750,000 range.

Trip Stevens requested approval of \$650,000 for the construction of the Maintenance Building project with all budget adjustments to come before the Committee.

Theresa Bruns reported that the Golf Course Improvement Fund has an available balance of approximately \$457,517.

After discussion, Emmett Badar recommended approval, seconded by Charlie Rosales, approved unanimously.

Trip Stevens presented a proposed 2016 Clubhouse Capital Improvement Project Budget of \$17,000, including the following projects:

- Garden Room Window Coverings \$8,000
- Banquet Room Dance Floor replacement \$9,000

Theresa Bruns reported that the Clubhouse Improvement Fund has an available balance of approximately \$41,264.

After discussion, Emmett Badar recommended approval, seconded by Charlie Rosales, approved unanimously.

REVIEW OF PROPOSED FEE STRUCTURE FOR 2016

Trip Stevens requested to increase the weekday rates as follows:

<i>Current rates:</i>	<i>walking \$30</i>	<i>with cart \$45</i>
<i>Requested rates:</i>	<i>walking \$34</i>	<i>with cart \$49</i>

Mr. Stevens presented rate comparisons from five other local courses.

Mr. Stevens also mentioned that American Golf is instituting All Inclusive programs and Player's Club programs at other courses. Mayor Morris stated that the Committee and the City need to be aware of programs before instituted.

Emmett Badar recommended approval of the weekday rate increase as requested, seconded by Charlie Rosales, approved unanimously.

ORAL COMMUNICATIONS

Charlie Rosales asked if staff had been making preparations for El Nino. Mr. Stevens responded that the channel had been cleaned out and building roof gutters had been cleaned out and inspections had been made.

Trip Stevens reported that the irrigation fill line that crosses Hamm Canyon failed and a temporary patch has been installed. He and city staff have met with and filed for permits with three regulatory agencies; the Water Quality Board, the Department of Fish and Wildlife, and the Army Corps of Engineers; for the replacement of approximately 1,000 feet of water line. The project is proposed at a cost \$85,000 and will be funded from the Water Cost Savings Account, and will be completed as soon as all permits are finalized.

ADJOURNMENT

The meeting was adjourned at 8:45 a.m. to January 21, 2016.