

City of San Dimas
Golf Course Advisory Committee
Meeting Minutes
Thursday, July 21, 2016
San Dimas Canyon Golf Course Clubhouse

CALL TO ORDER

The meeting was called to order at 7:40 a.m.

Present: Curt Morris, San Dimas Mayor
Emmett Badar, San Dimas Councilmember
Debbie Iketani, San Dimas Public Member

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 APRIL 16, 2015 MEETING MINUTES

The minutes of April 21, 2016 were unanimously approved as written.

REVIEW OF MONTHLY REVENUE REPORTS FOR APRIL, MAY AND JUNE

Trip Stevens reported that total revenue for the quarter was basically flat as compared to the same quarter last year. Total number of rounds played in the quarter was down slightly, but food and beverage revenue was lightly up for the quarter. The Player's Club revenue and enrollment was also reviewed.

MANAGER'S REPORT

A. General Update

Trip Stevens reviewed his report noting that the weather was moderate for the quarter, and water usage is being closely monitored for conservation. Course conditions are good, even with the irrigation having been shut down to the out of play areas since April 2015.

San Dimas Canyon is having good success relative to social media awareness, with valuable feedback from Facebook, Instagram, Yelp, Golf Now and Greenskeeper.org.

B. Clubhouse Capital Improvement Project Review and Update

Trip Stevens reported on the status of the following Clubhouse projects:

- 2015 - Enclose Wait Staff Service Station – between the kitchen and banquet room
Project to be removed for the CIP schedule as the modifications to meet ADA requirements are impractical. \$10,000 approved budget

- 2015 - Doors, Floors and Window Shutters – replace clubhouse entry doors and foyer tile floor, relocate banquet room entry doors to bar/coffee shop door area, install shutter window at bar service/garden room window.
Currently in product selection process, to be approved by City prior to project start. \$10,000 approved budget
- 2015 - Outdoor Lighting - install bistro style lights at patio and ceremony site
Currently in bid and vendor selection phase, to be approved by City prior to project start. Theresa Bruns reminded Mr. Stevens to include the City Arborist before any work is done in or around the oak tree. \$5,600 approved budget
- 2016 – Garden Room Window Coverings –
Currently in the style, material and vendor selection process; to be approved by City prior to project start. \$8,000 approved budget
- 2016 Dance Floor – project complete at a final expense of \$9,345.50, \$345.50 over the approved budget of \$9,000.

C. Golf Course Capital Improvement Project Review and Update

Trip Stevens reported on the status of the Golf Course project:

- Maintenance Building Design and Plan Development \$80,000 approved budget
Currently in progress.
- Maintenance Building Construction \$650,000 approved budget

Brian Bode mentioned that American Golf is currently reviewing the project scope to determine if there are any options that will reduce the overall cost. Brian expressed concern for the costs associated with civil engineering and soils compaction. Theresa Bruns suggested that staff should meet and review, but that current code requirements had to be met.

ORAL COMMUNICATIONS

Theresa Bruns distributed an accounting sheet indicating the current available fund balance in the Golf Course Account to be approximately \$54,580.62 in the red due to the maintenance building commitment of funds; and the available fund balance in the Clubhouse Account to be approximately \$52,883.10. She reminded the committee that requests for projects are reviewed at the October meeting.

Councilmember Badar inquired about the status of the street project. City Manager Michaelis responded that Edison has recently completed their underground work, and will finish the street repair in the next few weeks.

A discussion was held regarding the Chu property located above the 10th tee box and his desire to close the tee box. Mayor Morris commented that Mr. Chu has an easement for access, but cannot interfere with the golf operations. Theresa mentioned that City staff has requested survey documents to validate Mr. Chu's claim, but none have been produced. Mr. Stevens was reminded to refer Mr. Chu to City staff regarding his requests.

Debbie Iketani mentioned that the course looks great.

ADJOURNMENT

The meeting was adjourned at 8:35 a.m. to October 20, 2016.