

City of San Dimas  
Golf Course Advisory Committee  
Meeting Minutes  
Thursday, April 19, 2018  
San Dimas Canyon Golf Course Clubhouse

**CALL TO ORDER**

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

Present: Curt Morris, San Dimas Mayor  
Emmett Badar, San Dimas Councilmember  
Charles Rosales, La Verne Councilmember  
Debbie Iketani, San Dimas public member

Blaine Michaelis, City Manager  
Theresa Bruns, Director of Parks and Recreation  
Karon De Leon, Facilities Manager  
Brian Bode, SDCGC General Manager  
Trip Stevens, SDCGC Manager

Absent: Jesse Ash, San Dimas public member

**APPROVAL OF JANUARY 18, 2018 MEETING MINUTES**

The minutes of January 18, 2018 were unanimously approved as written.

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

Trip Stevens reported that the first quarter of 2018 saw an increase of 8.9% in total revenue for the quarter compared to the same quarter in 2017, noting that rounds were up approximately 1,600, and there were 7 additional playable days.

**MANAGER'S REPORT**

**A. General Update**

Trip Stevens reported that course conditions are excellent and continue to improve as a result of attention to detail by the course maintenance team. Greens aerification was completed in March. The new maintenance building is nearing completion and banquet room remodel plans are underway.

**B. 2018 Clubhouse Capital Improvement Project Review and Update**

Trip Stevens reported on the status of the Clubhouse CIP projects to include:

Clubhouse Renovation Project      \$12,000 approved budget  
Design and plan for clubhouse upgrade and renovation. Expected completion date is June 1, 2018. Plans will be submitted to the City for review and approval.

### **C. 2018 Golf Course Capital Improvement Project Review and Update**

Trip Stevens reported that the Golf Course Maintenance Building project is under construction and progressing well. Project completion is expected in May, 2018.

Theresa Bruns reviewed the project budget and explained the unexpected circumstances with electrical and plumbing. A sewer pump and line had to be installed as the septic system was no longer serviceable, and the electrical system had to be upgraded to operate the pump system. Theresa requested additional budget approval of \$55,000.

EMMETT BADAR MOVED FOR THE APPROVAL OF \$75,000 TO BE ADDED TO THE MAINTENANCE BUILDING PROJECT BUDGET, SECONDED BY CHARLES ROSALES, AND PASSED UNANIMOUSLY.

Theresa suggested that the Committee plan to tour the facility at the next meeting.

### **ORAL COMMUNICATIONS**

Theresa Bruns reported that the Golf Course Capital Improvement Fund cash balance is \$88,222, but will be in the deficit soon with the ongoing maintenance building project. The Clubhouse Capital Improvement Fund balance available is \$109,604.

Charlie Rosales reported that the City of La Verne is in litigation with Meritage Homes regarding their sewer issues and the result may be a sewer line to be installed in San Dimas Canyon Road.

Theresa Bruns announced that she will be retiring at the end of June so this meeting will be her last. Curt Morris commended Theresa on her work with American Golf in managing the golf course. Brian Bode commented on the value of the City and American Golf partnership.

Emmett Badar stated that he has heard many positive comments about course conditions.

### **ADJOURNMENT**

The meeting was adjourned at 8:30 a.m. to July 19, 2018