

## MINUTES

Beaver Meadow Golf Advisory Committee

August 9, 2018

**Present:** Chris Mulleavey (Chair), Jim Marshall, Mark Coen, Linda Matlage, Jennifer Kretovic, Bob Norton, Roger Jobin, Brian LeBrun, Bernard “Sid” Chase, and Phil Davis.

**Absent:** Dick Holden, David Croft, Travis Martin, Justin Kimball, and Fran Hunt.

- 1) **5 Minutes of Public Input:** There was no public input.
- 2) **Approval of June 28, 2018 Meeting Minutes:** Jennifer Kretovic motioned, and Roger Jobin seconded to approve the draft minutes from the June 28, 2018 meeting. The motion carried on a unanimous voice vote.
- 3) **Course Update:**
  - Irrigation RFP is set to go out and a pre-bid meeting has been scheduled. Proposals are due by September 5th. Work is expected to start in early October and will take about a month.
  - Greens aeration will begin at the end of month. It has been two seasons since we last core aerated.
  - Staff presented options prepared by City Planner Beth Fenstermacher for the 9<sup>th</sup> hole improvements. Options ranged from fencing or plantings only, to a blend of each. After discussion, Bob Norton moved that staff proceed with the blended option of individual sections of fence with plantings. Roger Jobin seconded, and the motion carried on a unanimous voice vote. Sid will be meeting with the fencing contractor and will bring color options to the next meeting. Sid will work with the City tree crew to remove diseased and damaged trees prior to fence and planting installation.
  - Phil presented a report generated by the TeeSnap Point of Sale system showing tee time usage. It will allow staff to follow trends and anticipate usage to better market and fill the tee sheet, generating more revenue. The report will evolve as staff becomes more familiar with the software. Versions will be regularly presented to the Committee. Staff has already had some success recognizing slow times and marketing accordingly.
  - Staff has expanded the time window in which people can book advance tee times online. Members will still have access in advance of non-members.
- 4) **FY18 Financial Statements:** Brian presented a draft financial statement for FY 2019. There are many positive signs for revenue. Membership sales continue to be soft. On the expense side, there were a few lines that exceeded budget, particularly Building Services and Repairs, due to extenuating circumstances such as dishwasher repair and replacement, and repairs to fountains. Brian will present a report to City Council asking for forgiveness of transfer to General Fund and an appropriation to cover the shortfall. The Fiscal Policy Advisory Committee will be meeting this fall to discuss all the Enterprise Funds.

- 5) **Old Business:** Bob Norton asked if there has been any success recruiting an Assistant Golf Pro. Phil Davis indicated that he is currently negotiating with a candidate.
- 6) **New Business:** Mark Coen asked about Pro Shop credit, usage and expiration. Beaver Meadow follows the industry standard of allowing credit to be used for merchandise only and the credit expires at the end of every season.
- 7) **Adjournment:** Bob Norton motioned, and Jim Marshall seconded, to adjourn the meeting. With a unanimous voice vote the meeting was adjourned.
- 8) **Next Meeting:** September 13, 2018, 8:00 AM, Beaver Meadow Clubhouse