

FINAL
Town of Fairfield, Connecticut
Golf Commission
Monday, December 9, 2013
Eunice Postol Parks and Recreation Center
75 Mill Plain Road, Fairfield, CT

Members Present: Craig Curley, Chairman; Lou Albrecht; Drew Janis; Ryan Morris; Jack Slane and Phillip Collin

Members Absent: Jordan Lustig

Others Present: Gerry Lombardo, Peter Grace, Jim Alexander

Chairman Craig Curley called the meeting to order at 7:30 pm.

I. Act on Minutes: November 18, 2013

Motion: J. Slane made a motion, seconded by L. Albrecht to approve the minutes as written.

Vote: Unanimously approved.

II. Communications – None

III. Staff Reports

1. Pro Manager Report - Jim Alexander reported that November was another very good month at both courses and the driving range. However, the weather has turned colder and the CJD course and Driving Range have closed as of Dec 2.

Mr. Alexander asked that the Commission consider advertising in the Connecticut Golf Playbook that he discussed last year (see attached). After seeing how well the Fall Specials did, he suggested advertising a coupon in the 2014 Play Book that would give a \$10 discount M-W after 10AM (excluding holidays). He explained that it's a "one and done" coupon that he feels will work well in getting the word out about our course as this book draws from many areas.

Motion: J. Slane made a motion, seconded by L. Albrecht to adopt Mr. Alexander's suggestion of participating in the 2014 CT Golf Playbook with a \$10 discount Monday through Wednesday after 10AM (excluding holidays).

Vote: Unanimously approved.

Mr. Alexander stated that he would track it throughout the year and report on the use.

2. Administration Report –Mr. Lombardo let the Commission know that he will be meeting with the First Selectman and DPW representatives to discuss the staffing alternatives recommendation. The First Selectman's initial reaction was a good one and they came up with a few ideas that they will present to HR and the Unions. As of yet, they have not put the Final Report on the Golf website. They want to meet first and have an initial discussion.

Mr. Lombardo also let the Members know that the process is moving forward on the non-recurring capital budget. It is on the calendar for the Bd. of Selectmen in Jan and BOF in February. The HSR request is 100,000 but should be reviewed prior to the meetings. He went on to discuss Budgets (see below).

3. Superintendent Report – Mr. Peter Grace reported that he has closed the course as of today due to expectation of poor weather in the upcoming weeks. He and his staff continue to do leaf cleanup and work on the equipment. They are doing work on the corner of 11, the area left of 18 and they will have DPW bring topsoil to the right of the 6th fairway and likely sod that area. They are completing a garden between 3 and 4. He will follow up on the tree that is dying on 15 but is waiting for the ground to completely freeze. Mr. Morris asked about organizing another Spring Cleanup with the Men's Club as Mr. Paules did last year. It was suggested that it be done in March prior to opening.

IV. Greens Committee Report – No Report

V. New Business – 1. Election of 2014 Officers

Chairman Craig Curley nominated Ryan Morris for Chairman. This nomination was seconded by J. Slane
Vote: Unanimously approved.

Craig Curley nominated Jack Slane to remain Vice-Chairman. This nomination was seconded by L. Albrecht.
Vote: Unanimously approved

2. Set 2014 Meeting Calendar

Motion: J. Slane made a motion, seconded by L. Albrecht to approve 2014 Meeting Calendar as presented (see attached) with the new time of 7:00pm.

Vote: Unanimously approved.

VI. Old Business –

1. **2014-15 Budget Review** - Mr. Lombardo presented both the HSR and CJD budgets stating that his meeting with the First Selectman is Wed. Jan 8th. He asked that the members look at his revised revenues following last month's meeting where the Commission felt that they should take a more historical/fee-based approach. Mr. Lombardo had initially given the Finance Dept. a 3-year avg. Mr. Lombardo recommended the following updated revenues:

CJD	HSR
Carts – \$3,000.00	Season Passes – \$48,620.00
Season Passes - \$100.00	IDs \$185,000.00
Greens Fees - \$ 270,000.00	Greens Fees \$981,500.00
	Driving Range \$140,000.00
	Carts \$299,500.00
	Concession - \$36,850.00 (remained the same)

After the members looked these over and discussed each, they felt it was best to make two changes.

CJD Greens Fees to \$300,000.00 and the HSR Greens Fees to \$1,000,000.

Expenses were discussed as well with the understanding that they did not want to present any budgets running at a deficit. They all felt that expenses could be kept down if the staffing issue is addressed as recommended in the Operating Alternatives Report. Mr. Lombardo also explained that he showed a comparison of apples to apples by including the Health Insurance line item although the Town is actually taking the Health Insurance out of each separate budget and will be applying it as a whole in another Administrative budget. Mr. Morris also asked that Mr. Grace let the Selectman and Boards know the additional reasons for the capital request of the Wheel Grinder, (safety, etc.) since the man hours alone doesn't make sense financially.

*Motion: L. Albrecht made a motion to give Mr. Lombardo a vote of confidence on the proposal as presented
There was no second and Ms. Albrecht withdrew her motion.*

Motion: Mr. Morris made a motion to approve the presented CJD budget with the change in Greens Fees Revenue to \$300,000 and to approve the presented HSR budget with a change in Greens Fees Revenue to \$1,000,000.

Vote: Unanimous

2. Discuss Ideas for Increasing Revenue – Mr. Curley asked that Mr. Lombardo come to the January meeting with rate comparisons from other nearby golf courses so the members can begin to look at ways to increase revenue.

VII. Public Input – None

*J. Slane made a motion, seconded by L. Albrecht to adjourn the meeting at 8:30 p.m.
The motion carried unanimously.*

Respectfully submitted,

Joan C. Ryan
Recording Secretary