### TOWN OF BERLIN

Timberlin Golf Commission 230 Kensington Road • Berlin, CT 06037 Thursday, May 16, 2024 6:00 p.m.

Location for in person: DOC MAC ROOM

Topic: Town of Berlin Golf Commission Meeting

Time: May 16, 2024 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

Topic: Town of Berlin Golf Commission Meeting - 5/16

Time: May 16, 2024 06:00 PM Eastern Time (US and Canada)

https://berlinct-

gov.zoom.us/j/5972863225?pwd=eVdnWmlyTEJHVGNlemF0QXV5R3huQT09&omn

=82534551936

Meeting ID: 597 286 3225

Passcode: 196062

+1 929 205 6099

Meeting ID: 597 286 3225

Passcode: 196062

- 1. CALL TO ORDER
- 2. PLEDGE OF ALLEGIANCE
- 3. AUDIENCE OF CITIZENS
- 4. APPROVAL OF MINUTES: April 18
- 5. OLD BUSINESS
  - Front Entrance Sign
  - Driving Range/Hole 18 Net
  - Flag Cups

# 6. NEW BUSINESS

- 1. Cart Policy
- 2. Season Pass for Seniors over 80
- 3. Forecast of Revenue for the Course
  - a. Spend Down
- 4. Restaurant Improvements
- 5. Timberlin April FY24 P&L
- 6. Open Discussion
  - 12-3 Special
  - Paul Stankiewicz
  - Frost Delay Sign

- 7. Account Balances:
  - Tee sign account (\$400)
  - CIP Budget balance (\$27,735.24) encumbrances (\$27,484.43)
- 8. Reports:
  - Golf Course Report
  - Golf Pro Report
- 7. ADJOURNMENT

# **Sol Guerrero**

From: Sol Guerrero

**Sent:** Sunday, May 5, 2024 7:26 AM **To:** Signage | Vital Signs Graphics

**Subject:** RE: Restaurant sign

Thank you. I will update the committee and see where they want to go.

From: Signage | Vital Signs Graphics < signage@vitalsignsgraphics.com>

**Sent:** Friday, May 3, 2024 11:30 AM

**To:** Sol Guerrero <fguerrero@berlinct.gov>

Subject: Re: Restaurant sign

Ok. A 1" thick aluminum pan face sign with white vinyl letters would be \$395 installed.

Same 1" thick aluminum pan face sign with white raised acrylic letters like BHS sign would be \$625 installed.

#### www.VitalSignsGraphics.com

Sent from my iPhone

On May 3, 2024, at 11:21 AM, Sol Guerrero < fguerrero@berlinct.gov > wrote:



From: Signage | Vital Signs Graphics < signage@vitalsignsgraphics.com >

Sent: Friday, May 3, 2024 11:14 AM

To: Sol Guerrero <fguerrero@berlinct.gov>

Subject: Re: Restaurant sign

Sol. Went and measured everything.

The sign would be 86" by 12". I could do it 2 ways.

Black aluminum with whit vinyl letters

Or Black aluminum with raised acrylic letters like whats on the BHS sign I just did.

III price them out for you.

#### www.VitalSignsGraphics.com

Sent from my iPhone

On May 2, 2024, at 6:27 PM, Signage | Vital Signs Graphics < signage@vitalsignsgraphics.com > wrote:

Got it

www.VitalSignsGraphics.com

Sent from my iPhone

# Golf Cart Rental Policy

A maximum of two (2) carts per group will be utilized. In the event there are only two players in a group, the players will ride in one (1) cart.

# FY 24 Forecast

	53950 - Internet Service	53945 - Iraining	53944 - Organizational Fees	53941 - Bank charges	53940 - Advertising	53532 - Waterways Treatment	5391/ - Water & Sewer	53017 WALL & COUNTY	53803 Telephone	53813 - Computer Support	53/30 - Insurance	53513 - Green, Trap, Tee, Cart Paths	53603 - GOIT CART Lease	53510 - Golf Pro Contr. Serv.	53501 - Pro share of cart rev.	53245 - Waintenance & Repair	53243 - Fertilizer, Seed, Chem.	53241 - Sand & Stone	53233 - Auto Parts	53219 - Operating Materials	53208 - Equipment (New)	53202 - Irrigation Materials	53201 - Supplies	53106 - Vehicle Fuel	53105 - Natural Gas	53102 - Electricity	Capital	Fringe Benefits	Wages/Salaries	Expenditure:	0	42551 - Golf Range Revenue	42501 - Golf Cart Revenue	42455 - Golf Pro Rent	42454 - Golf Season Pass Revenue	42453 - Golf Restaurant Rent	42451 - Golf Course Revenue	Revenue:
\$335,028.05	\$414.73	\$0.00	\$902.00	\$3,909.82	\$0.00	\$0.00	\$0.00	\$90.52	\$0.00	\$660.00	\$7,194.50	\$0.00	\$0.00	\$45,000.00	\$0.00	\$67.50	\$121,473.00	\$0.00	\$2,449.94	\$0.00	\$0.00	\$0.00	\$0.00	\$496.63	\$0.00	\$0.00	\$0.00	\$100,269.35	\$52,100.06	( to co., to co., co.,	200.000	00.985 23-	275 818 26	00 00	-\$515.00	-\$4,829.99	-\$123,539.79	July
\$186,082.32	\$368.03	\$0.00	\$0.00	\$3,233.53	\$0.00	\$0.00	\$0.00	\$264.21	\$571.75	\$660.00	\$0.00	\$0.00	\$73,207.10	\$0.00	\$0.00	\$5,034.01	\$1,781.60	\$2,692.04	\$4,125.02	\$881.00	\$353.00	\$6,177.59	\$105.71	\$3,039.23	\$2,119.10	\$10,246.04	\$0.00	\$9,804.08	\$61,419.28	01.000,0010	\$185,003.10	-307,000	\$67.000	\$0.00	\$0.00	-\$4,829.99	-\$110,256.94	August
\$92,064.18	\$646.98	\$0.00	\$221.00	\$2,383.35	\$0.00	\$0.00	\$5,046.25	\$142.47	\$0.00	\$660.00	\$7,194.45	\$0.00	\$0.00	\$0.00	\$0.00	\$4,908.85	-\$5,764.08	\$984.10	\$874.86	\$0.00	\$3,709.80	\$5,252.41	\$43.31	\$4,500.69	\$0.00	\$0.00	\$0.00	\$8,671.69	\$52,588.05	OT.000,0011¢		-\$31,124.41	00.00	10.00	\$0.00	-\$4.829.99	-\$118,260.70	September
\$85,870.45	\$256.98	\$0.00	\$0.00	\$2,178.13	\$0.00	\$1,925.00	\$0.00	\$92.79	\$571.75	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$909.36	\$10,922.50	\$0.00	\$22.67	\$687.96	\$0.00	\$0.00	\$890.13	\$1,228.89	\$1,149.02	\$5,399.46	\$0.00	\$8,303.43	\$50,672.38	16.799'TCTC-	-53,625.00	-\$36,330.16	\$0.00	\$0.00	\$0.00	-\$4.829.99	-\$86,877.76	October
\$90,424.54	\$256.98	\$0	\$0	\$982	\$0	\$0	\$0	\$35	\$1,144	\$660	\$0	\$0	\$6,870	\$0	\$0	\$1,716	\$0	\$0	\$2,939	\$0	\$469	\$1,260	\$209	\$3,876	\$1,194	\$3,561	\$10,000	\$7,901	\$47,354	-\$54,410.33	-3699,00	-\$19,119.10	30.00	30.00	00.00	-\$4 829 99	-\$29,762.24	November
\$84,827.83	\$256.98	\$0	\$0	\$395	\$0	\$0	\$0	\$249	\$572	\$660	\$7,194	\$0	\$0	\$0	\$0	\$83	\$0	\$991	\$6,757	\$0	\$0	\$2,903	\$226	\$988	\$1,899	\$2,800	\$0	\$8,803	\$50,051	-\$21,/86.93	-8311.00	-\$6,363.55	30.00	\$0.00	00.00	Т		December
\$55,290.07	\$256.98	\$125	\$120	\$5	\$0	\$0	\$12,580	\$156	\$572	\$660	\$0	\$0	\$0	\$0	\$0	\$1,609	(\$1,939)	\$0	\$1,851	\$400	\$0	\$0	\$136	\$1,993	\$5,027	\$4,138	\$0	\$5,598	\$22,002	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	00.00	00 08	\$0.00	January
\$46,139.79	\$256.98	\$0	0\$	\$4	\$9,500	\$0	\$0	\$135	\$572	\$660	\$0	\$0	\$0	\$0	\$0	\$97	\$0	\$0	\$4,340	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,008	\$25,568	-\$5,411.81	\$0.00	\$0.00	\$0.00	30.00	00.00	00 00	-\$5,411.81	February
\$116,768.67	\$256.98	\$0	\$0	\$2,684	\$0	\$0	\$7,321	\$135	\$572	\$3,508	\$7,194	\$0	\$0	\$45,000	\$0	\$842	\$0	\$790	\$1,965	\$735	\$0	\$880	\$949	\$634	\$4,997	\$3,897	\$0	\$5.746	\$28,662	-\$151,061.50	-\$1,342.00	-\$7,429.10	\$0.00	-3124,400.00	9		-\$12,915.50	March
\$77,438.04	\$256.98	\$0.00	\$0.00	\$3,668.94	\$0.00	\$0.00	\$0.00	\$113.43	\$0.00	\$676.06			\$0.00			s			$\forall$		12			10			Г	+	\$42.753.33	-\$174,134.26	-	0 -\$38,357.10	\$0.00	4	-		-57	April
\$84,277.20	\$434.98	\$0.00	\$0.00	\$3,589.57	\$0.00	\$0.00	\$0.00	\$143.02	\$571.75	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,446.79	\$726.30	\$0.00	\$186.19	\$770.20	\$199.00	\$0.00	\$344.31	\$3,513.80	\$3,823.56	\$6,485,60		\$8 809 23	\$50 572 90	-\$213,311.52	-\$5,592.00	-\$61,425.99	\$0.00	-\$12,5/5.00	+	+	-\$1	Forecast from FY23 May
\$181,175.68	\$616.62	\$0.00	\$0.00	\$3,517.78	\$0.00	\$4,775.00	\$969.00	\$176.31	\$1,143.50	\$660.00	\$7,194.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,674.93	\$199.20	\$2,636,38	\$2.589.21	5909 00	\$0.00	\$16.680.64	\$908.77	\$6,012.39	\$1,214.31	\$5.614.52	1	\$22,887,05	\$100 797 07	-\$214,096.07	-\$4,699.00	-\$69,278.12	\$0.00	\$1,035.00	t	1	-	Y23 June
		\$125.00	\$1,243.00	\$26,550.97	\$9.500.00	\$6,700.00	\$25,916.70	\$1,731.60	\$6,289.25	\$10,784.13	\$35,971.85	\$0.00	\$80,076.83	\$90,000.00	\$0.00	\$29.281.67	\$127.399.39	\$8,093,12	\$28 323 69	\$7 430 16	\$6.751.76	\$33 174 41	\$4.125.63	\$27.214.35	\$21,423,34	\$42 140 81	4.00,000.00	\$203,818 95	\$584 540 01	-\$1,555,993.57	-\$29,375.00	-\$452,747.96	\$0.00	-\$192,450.00	-\$48,589.72		_	

NET INCOME

\$126,739.01 \$989.22

-\$84,471.92 -\$65,992.46 \$36,014.21

\$63,040.90

\$55,290.07

\$40,727.98

-\$34,292.83

-\$96,696.22 -\$129,034.32 -\$32,920.39 -\$120,606.75

1<sup>st</sup> through December 31th without prior written consent of the Town. If the Lessee wishes to remain open after 10:00 p.m. for special events, permission must be granted by the Director of Golf

C. A full restaurant menu, with prices, shall be provided to the Director of Golf for review and approval prior to use of the same. Lessee agrees to serve only food and beverages of good quality in accordance with the standards of a median priced quality family restaurant in Hartford County.



- A. Lessee will keep the Premises, including hallways, boiler areas, bathrooms scrupulously neat and clean at all times in accordance with the standards of a quality restaurant in Hartford County. All employees shall be neatly dressed and clean in appearance. Lessee shall provide enough employees to serve all of its patrons with reasonable promptness. Lessee covenants and agrees that it will furnish all labor, services, material, supplies and equipment reasonably necessary to maintain the Premises in a clean, orderly and inviting condition. Lessee shall, at all times, comply with all rules, regulations, ordinances, laws, orders and statutes applicable to the Premises, at Lessee's sole cost and expense.
- B. Lessee shall maintain the tent pavilion in an orderly fashion. Lessee is responsible for the setup, break down and storage of tables and chairs, along with the cleanliness of and surrounding area.
- C. Lessee further agrees that it shall not permit garbage, grease and other refuse to accumulate or to gather in or about the Premises except in suitable covered garbage receptacles which Lessee shall be responsible for keeping clean at all times. Lessee shall be responsible for the storage and removal of grease, at lessee's expense



D. The Lessee shall supply all equipment and furnishings at its own expense, except for equipment listed in the attached inventory. If the Lessee desired to substitute its equipment for existing Town owned equipment, the Town and Lessee shall negotiate terms and conditions relative to the substitution of the costs relative to the removal, storage, and reinstallation of existing equipment including any cost of renovation to the leased premises. Equipment to be provided by the Lessee shall include, but not be limited to, sound system, televisions, draft system, bar stools/chairs/booths, and computer/register system.



# 3. Expansion

Lessee acknowledges that Town may remodel and expand the Premises at some time during the term hereof. Lessee covenants and agrees that Town shall have the right to enter upon the Premises or any part thereof and to make such alterations, additions, repairs or structural changes as Town shall deems appropriate. Except for emergency repairs, Town will use its best efforts to prevent such alterations, additions, repairs or structural changes being made or effected at such times or in such ways which would materially disrupt Lessee's business at the Premises. Upon completion of said remodeling and/or expansion work, the rent shall be increased or decreased by that amount agreed upon by the parties or, if the parties fail to agree, to that amount determined pursuant to Article Twenty-Eight, infra.



# Hours and Service

Lessee shall provide during the term of this Lease food and beverages, to be available at all hours during which the golf course is open. Lessee shall serve food and beverages of good quality at reasonable prices for the convenience of the public using the Premises.

Lessee agrees to keep the entire Premises clean as more particularly set forth and specified herein, and Lessee agrees to provide a full restaurant menu, to include breakfast, light luncheon, full luncheon and on Thursdays, Fridays and Saturdays, a dinner menu, and to operate the facility at all times in accordance with the following minimum operating hours and standards:

- A. During the golf season, March 1st through December 31th, Lessee shall be open from one-half hour before the golf course is opened for play to one hour after the closing of the golf course or as those hours may be from time to time modified by the Town.
- B. The restaurant shall be open for business throughout the golf season, and, except as otherwise provided, the restaurant shall close no later than 10:00 p.m. The closing of the restaurant means that all food and beverage service operations shall cease. All patrons shall vacate the Premises no later than 10:30 p.m. Lessee reserves the right, however, to adjust the closing time to an earlier hour than 10:00 p.m. as Lessee shall deem appropriate or necessary to establish or maintain the profitability or success of operations of the Premises; but in no event shall the closing time be adjusted to a time earlier than one hour after the closing of the golf course during the period from March

Timberlin Golf Course Financial Results YTD APRIL

FY 2023-24 (Does not include indirect cost of Town staff providing services that would otherwise be purchased by Timberlin)

			(80)			(S0)		СНЕСК
	-386.9pp	214.5%	\$28,220	\$13,156	-172.4%	(\$41,348)	\$23,989	NET INCOME
	-3.6pp	72.3%	\$990,050	\$1,369,423	75.9%	\$1,169,934	\$1,540,800	
	N/A	N/A	\$0	\$0	125.0%	\$12,500	\$10,000	Capital Items
	47.2pp	74.7%	\$4,391	\$5,881	27.4%	\$3,229	\$11,762	53950 - Internet Service
	33.3pp	75.0%	\$225	\$300	41.7%	\$125	\$300	53945 - Training
	7.8pp	70.0%	\$455	\$650	62.2%	\$1,243	\$2,000	53944 - Organizational Fees
	24.5pp	75.4%	\$25,248	\$33,496	50.8%	\$19,444	\$38,241	53941 - Bank charges
	5.0pp	100.0%	\$8,500	\$8,500	95.0%	\$9,500	\$10,000	53940 - Advertising
	-32.1pp	0.0%	\$0	\$10,000	32.1%	\$1,925	\$6,000	53932 - Waterways Treatment
	-110.9pp	59.5%	\$7,923	\$13,310	170.4%	\$24,948	\$14,641	53917 - Water & Sewer
	29.9pp	65.2%	\$1,305	\$2,000	35.3%	\$1,412	\$4,000	53902 - Telephone
	17.0pp	75.0%	\$5,146	\$6,861	58.0%	\$4,574	\$7,890	53823 - Refuse Disposal
	24.1pp	79.4%	\$6,351	\$8,000	55.3%	\$9,464	\$17,120	53813 - Computer Support
10.9pp Timing - FY23 pd in August; FY24 pd quarterly	10.9pp Timi	100.0%	\$37,664	\$37,664	89.1%	\$28,778	\$32,289	53730 - Insurance
	0.0pp	100.0%	\$52,741	\$52,741	100.0%	\$80,077	\$80,087	53603 - Golf Cart Lease
	0.0pp	100.0%	\$115,820	\$115,820	100.0%	\$90,000	\$90,000	53510 - Golf Pro Contr. Serv.
N/A Jan '23 Pro contract removed this charge	N/A Jan "	100.0%	\$15,133	\$15,133	N/A	\$0	\$0	53501 - Pro share of cart rev.
	-22.6pp	57.9%	\$15,935	\$27,500	80.5%	\$24,160	\$30,000	53245 - Maintenance & Repair
	-1.2pp	96.1%	\$115,325	\$120,000	97.3%	\$126,474	\$130,000	53243 - Fertilizer, Seed, Chem.
	16.2pp	58.2%	\$5,820	\$10,000	42.0%	\$5,457	\$13,000	53241 - Sand & Stone
	-24.7pp	47.3%	\$14,189	\$30,000	72.0%	\$25,548	\$35,500	53233 - Auto Parts
	-33.8pp	42.9%	\$3,215	\$7,500	76.7%	\$5,751	\$7,500	53219 - Operating Materials
	16.6pp	92.3%	\$6,919	\$7,500	75.6%	\$6,553	\$8,663	53208 - Equipment (New)
	-25.3pp	48.0%	\$16,562	\$34,514	73.3%	\$16,494	\$22,500	53202 - Irrigation Materials
	-2.9pp	60.9%	\$1,971	\$3,235	63.8%	\$2,873	\$4,500	53201 - Supplies
	26.7pp	60.9%	\$22,691	\$37,265	34.2%	\$17,688	\$51,750	53106 - Vehicle Fuel
	2.2pp	75.0%	\$19,817	\$26,428	72.8%	\$16,385	\$22,500	53105 - Natural Gas
	9.1pp	54.6%	\$32,839	\$60,156	45.4%	\$30,041	\$66,105	53102 - Electricity
	-6.5pp	71.8%	\$113,702	\$158,327	78.3%	\$172,123	\$219,712	Fringe Benefits
	-8.2pp	63.4%	\$340,164	\$536,642	71.6%	\$433,170	\$604,740	Wages/Salaries
								Exponditure
	-1.5pp	73.6%	\$1,018,269	\$1,382,579	72.1%	\$1,128,586	\$1,564,789	
N/A Jan '23 Pro contract removed this charge	N/A Jan "	62.5%	\$1,731	\$2,770	N/A	\$0	\$0	Golf Pro Rent
	1.8pp	80.0%	\$38,090	\$47,600	81.8%	\$38,930	\$47,600	Restaurant Rent
N/A In new Pro contract (Jan '23) Town retains this revenue	N/A In ne	N/A	\$3,713	\$0	95.4%	\$19,084	\$20,000	Driving Range
	-8.3pp	75.9%	\$294,662	\$388,474	67.6%	\$322,044	\$476,693	Golf Carts
	-10.3pp	98.3%	\$183,460	\$186,625	88.0%	\$180,910	\$205,578	Season Passes
	4.1pp	65.6%	\$496,613	\$757,110	69.7%	\$567,618	\$814,918	Daily Passes (Greens Fees)
								Revenue:
NOTES	Variance to Budget	% of Budget	YTD Act	Budget	% of Budget	YTD Act	Budget	
	FY24 to FY23		FY 2023			FY 2024		

# FY24 - BUDGET VS ACTUAL for APRIL (4/29/24) GENERAL FUND - EXPENSE

Golf Course Total	54 Capital Outlays 001.25.2543.0.54000.00145 Utility Vehicle 001.25.2543.0.54000.00516 Bridges Capital Outlays Total	## Fringe Benefits Total  53 Professional/Technical 001.25.2543.0.53102.00000 Electricity 001.25.2543.0.53105.00000 Natural Gas 001.25.2543.0.53105.00000 Vehicle Fuel 001.25.2543.0.53201.00000 Supplies 001.25.2543.0.53202.00000 Equipment 001.25.2543.0.53219.00000 Equipment 001.25.2543.0.53219.00000 Equipment 001.25.2543.0.53219.00000 Equipment 001.25.2543.0.53219.00000 Sand & Stone 001.25.2543.0.53219.00000 Fertilizer, Seed, Chem. 001.25.2543.0.53243.00000 Fertilizer, Seed, Chem. 001.25.2543.0.53243.00000 Maintenance & Repair 001.25.2543.0.53510.00000 Golf Pro Contr. Serv. 001.25.2543.0.53510.00000 Golf Pro Contr. Serv. 001.25.2543.0.53813.00000 Golf Pro Contr. Serv. 001.25.2543.0.53813.00000 Refuse Disposal 001.25.2543.0.53902.00000 Telephone 001.25.2543.0.53902.00000 Water & Sewer 001.25.2543.0.53941.00000 Waterways Treatment 001.25.2543.0.53941.00000 Bank charges 001.25.2543.0.53941.00000 Organizational Fees 001.25.2543.0.53945.00000 Training 001.25.2543.0.53945.00000 Intermet Service Professional/Technical Total	52 Fringe Benefits 001.25.2543.0.52010.00000 Worker's Compensation 001.25.2543.0.52100.00000 Social Security 001.25.2543.0.52110.00000 Unemployment Compensation 001.25.2543.0.52200.00000 Pension 001.25.2543.0.52220.00000 Insurance, Life, Disability 001.25.2543.0.52235.00000 Health Insurance 001.25.2543.0.52300.00000 Uniforms	51 Wages-Salaries 001.25.2543.0.51100.0000 Department Head 001.25.2543.0.51125.0000 Mid-Managers Personnel 001.25.2543.0.51135.00000 Mid-Managers Personnel 001.25.2543.0.51135.00000 Strrs, Rngrs, Golf Carts 001.25.2543.0.51305.00000 Commission Secretaries 001.25.2543.0.51400.00000 Overtime 001.25.2543.0.51510.00000 Part time & Summer Help 001.25.2543.0.51805.00000 Longevity	
1,530,800	<b>0</b> 0 0	71,105 22,500 51,750 4,500 22,500 10,000 7,500 35,500 13,000 13,000 13,000 13,000 13,000 13,000 13,000 13,000 13,000 14,000 14,000 17,120 7,890 4,000 14,641 6,000 10,000 33,241 2,000 33,241 2,000 11,762 30 11,762 706,348	21,594 46,379 17,500 32,460 2,007 92,772 7,000	75,000 103,041 200,772 139,776 1,625 31,226 50,000 3,300 <b>604,740</b>	ADOPTED
16,111	2,500 10,000 <b>12,500</b>	(15,000) (5,000) (6,000) (1,337) (1,337) (3,000) (1,337) (3,000) (1,337) (3,000) (0,00	201 201 263 22 0	2,625 0 0 0 0 0 0 0 0 0 0 0	BUDGET AMENDS
1,546,911	2,500 10,000 <b>12,500</b>	56,105 22,500 46,750 4,500 22,500 8,663 7,500 13,000 130,000 30,500 90,000 80,087 29,289 17,120 7,890 4,000 36,940 6,700 10,000 38,241 2,000 30,500	21,594 46,580 17,500 32,723 2,029 92,772 7,000	77,625 103,041 200,772 139,776 1,625 31,226 50,000 3,300 <b>607,365</b>	AMENDED
76,579	2,500 0 <b>2,500</b>	12,018  0 0 932 932 21 2,021 3,047 224 0 0 8,894 0 0 113 0 0 113 0 0 2,810 0 2,810 0 2,810 0 2,810	1,757 3,059 4,664 2,232 122 0	5,971 7,926 17,416 8,668 1100 1,762 910 0	APR EXPENSE
1,169,083	2,500 10,000 <b>12,500</b>	172,123 30,041 16,385 17,688 2,873 16,494 6,553 5,751 25,548 5,457 126,474 24,160 90,000 80,077 28,778 9,464 4,574 1,412 24,948 1,925 9,500 18,593 1,243 1,243 1,243 3,229 551,290	17,808 31,481 5,502 22,019 1,219 92,052 2,043	62,697 83,225 149,463 91,408 900 16,132 27,694 1,650 <b>433,170</b>	YTD
96,655	<b>0</b> 0 0	15,204  14,369 5,565 20,045 1,372 5,266 818 1,400 3,527 2,043 367 4,525 0 0 1,320 2,287 11,127 11,1992 4,775 0 0 115 0 0 115 81,451	0 11,998 0 788 0 2,417	• • • • • • • • •	ENCUM
1,265,738	2,500 10,000 <b>12,500</b>	44,410 21,950 37,733 4,245 21,760 7,370 7,151 29,075 7,500 126,841 28,685 90,000 80,077 28,778 10,784 6,861 2,539 36,940 6,700 9,500 18,593 1,358 125 3,767 632,741	17,808 31,481 17,500 22,019 2,007 92,052 4,460	62,697 83,225 149,463 91,408 900 16,132 27,694 1,650 <b>433,170</b>	ENCUM ENCUM+EXP
281,173	<b>0</b> 0 0	32,872  11,695 550 9,017 255 740 1,293 3,495 6,425 5,500 3,159 1,815 0 10 511 6,336 1,029 1,461 0 0 500 19,648 642 175 2,996 74,107	3,786 15,099 0 10,704 22 720 2,540	14,928 19,816 51,309 48,368 725 15,094 22,306 1,650 <b>174,195</b>	BALANCE REMAIN.
18.2%	0.0% 0.0% 0.0%	20.8% 2.4% 19.3% 5.7% 3.3% 14.9% 42.3% 42.3% 42.3% 6.0% 0.0% 0.0% 0.0% 0.0% 0.0% 37.0% 37.0% 37.0% 36.5% 0.0% 51.4% 58.3% 44.3%	17.5% 32.4% 0.0% 32.7% 1.1% 0.8% 36.3%	19.2% 19.2% 25.6% 34.6% 44.6% 48.3% 44.6% 50.0%	% REMAIN.

# Golf Course Report May 16, 2024

# 30-Day Recap of Operations and Benchmarks

- Riding around the course, you can see the Golf Course is in wonderful shape and more importantly in good health after aeration.
- We put a new sign at the driving range to enforce leaving range balls and buckets on property. In recent weeks, we have spoken to numerous folks about not doing that.
- With the driving range busy, there are more golf balls flying too far into the facility; at times making it dangerous. We are trying to reinforce the idea with the red signs on the range.
- Early season Bunker Maintenance
  - We will re-edge the bunkers to give it a new look and feel.
  - The sand will be cultivated and refilled to have proper sand depth.
- We have purchased a used 2019 Toro Greens Mower
  - o Should arrive by Mid June.
- Bridge Update
  - o Mike Ahern is meeting with Cardinal Engineering.
    - Do we need Army Core of Engineer and Deep?
    - May use town funds versus LoCip.
    - If town funds are used, we do not need DEEP and Army Core of Engineer.
- Bunker Update
  - Updated quotes from all 3 companies were sent to CIRMA.
  - o It sounds like we will not get more.
  - We are drafting a RFP for capillary concrete installation on certain amount of bunkers and for bunkers that will be closed.
  - o RFP should be drafted by end of month.
  - o RFP should be public by Mid June for one month duration.
- CIP Projects
  - o Cart Path #16
    - Finished
  - o 2024 Fall
    - Phase 1 for Hole #2
    - Hole # 5 Cart Path
- The 50<sup>th</sup> Clock installed.

# Looking Ahead/Goals

• Continue to work with Golf Commission on new, innovative ways to increase play and revenues.

# Golf Pro Report



**To: Golf Commission** 

From: Marc S. Bayram, PGA

# May 2024

# 30-Day Recap of Operations and Benchmarks

- Play and Revenue Stats (Thru April 30)
  - 0 2024
    - Season Pass \$180,395.00
    - Greens Fee \$83,220.99
    - Cart Fee \$45,786.20
    - Driving Range \$5,848.54
    - TOTAL REVENUE \$315,250.73
    - TOTAL ROUNDS 5,189
  - 0 2023
    - Season Pass \$183,460.00
    - Greens Fee \$79,427.54
    - Cart Fee \$42,438.67
    - Driving Range \$3,713.00
    - TOTAL REVENUE \$309,039.21
    - TOTAL ROUNDS 4.961
- During Spring school vacation, we hosted a week-long junior clinic. We had 13 participants in total.
- The Women & Wine golf clinics have been promoted and started in April. These clinics will be held every Monday through mid-June and are designed for women of any skill level. Our first few sessions have had 120+ different women participate.
- All leagues have started their seasons. They really help our revenue flow.
- Website continues to be updated when necessary.
- ➤ The Golf Shop is fully stocked. Vending machine transition has worked well. It will take some time to get customers accustomed to the change, but haven't heard many negative comments. We are fully open during our historically busy times.
- Timberlin Mixed League schedule has been finalized. Starts May 24.
- We successfully hosted 3 outings of 100 players or more.
- > St Paul Middle School Golf Clinics have begun with 12 total participants.
- > Created Outing schedule and coordinated with Remzi to ensure no double bookings.
- Worked with marketing team to make sure there is content.
- We have been chosen as the 2024 recipient of the Walter Lowell Distinguished Public Golf Course Award. This is the 2<sup>nd</sup> time we have won the award with the last time being in 2005. This is a huge honor and a testament to the team effort it takes to make the golf course successful. Having played many other public courses, what makes us unique is the environment we create and the energy brought to making sure customers love their experience. This team effort couldn't be done without Sol leading the charge, the maintenance crew keeping the course in great condition, Remzi and staff giving people what they want for food & beverage, and of course the support of the golf commission. Thank you!

### Successes and Challenges

Utilizing Golf Genius tournament software has been a great success in the areas of Mens and Womens Clubs, Golf Outings, and the Mixed League. I purchase the premium version of the software each season which allows for online registrations and live scoring. The cost of this is paid by me with some help from the Timberlin Men's Club.

We have a great process to hosting outings. They come back year after year and love their experience. I am personally excited to host 3 or 4 new outings this season and hopefully keep them for years to come. They really help our revenue stream.

# **Customer Satisfaction**

➤ We have always offered an aeration discount and alert customers of our process. This practice has been really appreciated by customers over the years.

# **Staffing Report**

I have re-hired a gentleman named Matt to help the starter hand out keys and be a customer greeter at the starter shack. That will be his sole duty and he is an employee of mine. Matt is vision impaired. He is a very nice young man and loves golf. Brandon coaches him weekly. He will have an aid with him each shift.

# Looking Ahead/Goals

- > Start advertising for Summer Junior Programs as well as other instructional programs offered.
- Promote mixed Friday night events.
- ➤ Blast email when we are aerating to inform customers.
- Monitor staff and adjust their daily routines as deemed necessary.
- Update tee sheet.
- Finalize Junior League and Junior Club Schedule.
- Work with each organization to ensure their events are running the way they would like.
- Continue to successfully manage the busy day-to-day operation.

Revenue Rounds Revenue Per Round CIP	Passes Greens Fee Cart Fee Driving Range TOTAL Days Open Rounds	Passes Greens Fee Cart Fee Driving Range TOTAL Days Open Rounds
<b>2023</b> \$309,039.3 4,961 \$62.29 \$64,816.0	Jan	Jan
2023 \$309,039.21 4,961 \$62.29 \$64,816.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00
	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00
<b>2024</b> \$315,250.73 5,189 \$60.75 \$7,081.00	March \$124,400.00 \$12,832.50 \$7,429.10 \$1,342.00 \$146,003.60 7	March \$123,110.00 \$9,524.25 \$4,152.71 \$178.00 \$136,964.96 8 8 579
	Apr \$55,995.00 0 \$70,388.49 0 \$38,357.10 0 \$4,506.54 0 \$169,247.13 7 26 7 26 8 4,506	Apr \$60,350 \$69,903 \$38,285 \$3,285 \$172,074
+/- \$6,211.52 228 -\$\$7,735,00	May 00 00 00 00 00 00 00 00 00 00 00 00 00	May .29 .96 .00 .25 \$0.00 .25
	June	June
202	2024 July \$0.00	July \$0.00
2023 TOTAL OD NOT BY MONTH	Aug \$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	Oct \$0.00	90.00
	Nov \$0.00	\$0.00
	Dec \$0.00	) \$0.00
	\$180,395,00 \$83,220,99 \$45,786,20 \$5,848.54	\$183,460.00 \$79,427.54 \$42,438.67 \$3,713.00

▲ Apr 2024			May 2024			Jun 2024 ►
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				2	ယ	4
			3:00pm 1st Tee	8:00am Shotgun		6:30am-12:00pm
				Front 9		1st Tee
				BHS Girls		
ול	ח	7	00	9	10	7
Berlin Baseball Outing	AERATION	AERATION	BHS Girls	Lady Niners		Womens Club
12pm Shotgun			3:00pm 1st Tee	7:30am-9am		8:30am-9:30am
140 Players	Senior Mens Club	Senior Mens Club		Back 9		1st Tee
	6:45am-9am	6:45am-9am				
	Dack	1101110				
MOTHERS DAY	Little City Barbershop	Senior Mens Club	Senior Mens Club	Lady Niners	Built Different Outing	Č
	Outing	6:45am-9am	6:45am-9am	7:30am-9am	10am Shotgun	
	9am Shotgun 80 Plavers	Front 9	Front 9	Front 9	140 Players	
			PGA Playing Ability Test	BHS Girls		
			8am 10 <sup>th</sup> Tee	3:00pm 10 <sup>th</sup> Tee		
19	20	21	22	23		25
	Senior Mens Club	Senior Mens Club	Senior Mens Club	Lady Niners	UCHC Outing	Womens Club
1st Tee	Back 9	Back 9	Front 9	Back 9	1.000	1st Tee
UA Junior Lour 12:00pm 1st Tee				BHS Girls 3:00pm 1st Tee		
12.000				3.00pm 1 1ee		
26 Mens Club	27 MEMORIAL DAY	28 Senior Mens Club	29 Senior Mens Club	30 Lady Niners	31 Charlotte's Web Outing	
6:30am-12:00pm		6:45am-9am	6:45am-9am	7:30am-9am	12pm Shotgun	
T <sup>St</sup> lee		Front 9	Front 9	Front 9	140 Players	