

AGENDA

FOX RUN GOLF ADVISORY BOARD

**Thursday, May 19, 2016
Fox Run Golf Course Clubhouse – 12:00 P.M.**

I. ROUTINE BUSINESS

- A. Roll Call. Dan Kortan and Annette Kohoutek will be absent. Todd Larson will not be present.
- B. Consideration of April minutes (attachment).
- C. Public Appearances

II. OLD BUSINESS

- A. No Old Business

III. NEW BUSINESS

- A. Monthly round report and season pass report from Tom and course software. Tom will provide documents at meeting.
- B. Revenue report from City financials through end of April (attachment).
- C. League updates.
- D. Course event calendar and updates.
- E. Course conditions and projects – Rockie.

IV. OTHER BUSINESS

- A. Next Meeting date Thursday, June 16, 2016.

V. ADJOURN

MINUTES

FOX RUN GOLF ADVISORY BOARD

**Thursday, April 21, 2016
Fox Run Golf Course Clubhouse – 12:00 P.M.**

Routine Business

Roll Call:

Present: Dan Kortan, Jake Hoffner, Kim Auch, Mike Brinkerhoff, Steve Sager, Warren Erickson, Annette Kohoutek.

Absent: None.

Also present were Golf Operations Manager Tom Jeffers, Course Superintendent Rockie Wampol, Director of Parks, Todd Larson, and Parks Secretary Chasity McHenry

Public Appearances: Karol Kittelson.

Minutes:

March 17, 2016 minutes approved. Auch motioned, Brinkerhoff second.
Motion carried 7-0.

Old Business

A. No old business.

New Business

- A. Monthly round report and season pass report. Tom provided documents at meeting. Tom spoke about raising walk-up rates as it relates to fall and winter seasons. In the 2016 Y-T-D report, there were more walk-up golf rounds than 2015 but less revenue due to fall and winter rates being charged. Tom would like to start tracking and focusing on revenue per round comparisons. Todd has this report created and needs to update numbers through the 2015 season.
- B. Revenue report from City financials through end of March (attachment). Expenses are down Y-T-D. Revenue is also down Y-T-D due to weather as it compares to last spring. The Board discussed food prices and the idea of lowering food prices. The board discussed going to a smaller burger than the current ½ pound option. Board felt most patrons would be willing to pay more the golf (green fees, season passes) and then give them a good value in the clubhouse on food and beverage. Keep the patrons around longer so they eat and drink more to help with revenue. The breakfast special in 2016 has been a great addition. Discussed concrete cart paths and the difference in golf staff installing versus outside contractor. More linear feet can be poured using the budgeted funds if the golf staff and park staff are available to do the project. The 2015 fall installation of concrete cart paths used both the 2015 and 2016 budget for cart path installation.
- C. League update. Kevin Doby is working on leagues, schedules, website, and correspondence.
- D. Course event calendar and updates. Tom covered events on the schedule. Some of the events coming up include: May 6th there is a Mother's Day Scramble and YHS Girls Invitation. May 11th there is the Tri-Valley Conference. May 13th is the Poker Scramble.

May 20th is the Irish Rumble. May 24th is an event outing, and May 27th is the Tall Tee Scramble.

- E. 2016-2020 Proposed Capital Improvement Plan. The first step in the 2017 budgeting process is to meet with the Commission and examine the 2016 and 2017 Capital Improvement Plans. Then, in the next couple of months, the review of the entire 2016-2020 CIP will take place at another meeting. Finally, the review and establishment of the 2017 operating budget will take place.

The current adopted budget can be found on the City website under the Get Public Documents page. The City budget is listed under Government and Administration. The Golf operating budget starts on page 151.

- F. Course conditions and projects –Rockie. Two weeks ago, the irrigation system was brought online so it is up and running. Will be spraying pre-emergent to help control weeds in the rough. Next week the fairways will be fertilized. Hartington Tree Service will be moving eight trees this spring and there are 8 to 10 more trees identified for moving in the fall of 2016. Fixed the #8 and #10 senior tee box areas this spring. Early in the season, Rockie moved the blue tees back to the golf boxes to help the blue tee boxes recover prior to leagues starting at the end of April. It worked well and he will plan to do that in future years also.

Other Business

- A. Next Meeting Date – Thursday, May 19, 2016. The GAB meetings will be moved to Thursdays through October of 2016.

Meeting Adjourned

- A. Kohoutek motioned, Sager second. Motion carried 7-0.

05/11/16

Fox Run Golf Course
Statement of Revenues & Expenses

	01Apr2016 30Apr2016	01Apr2015 30Apr2015	01Jan2016 30Apr2016	01Jan2015 30Apr2015	Legal Budget
Direct Revenues:					
Concessions	7,620.51	7,364.38	13,792.79	14,393.14	154,300.00
Pro Shop	5,955.49	12,993.58	10,273.90	32,190.60	164,500.00
Course	59,840.19	54,250.50	247,948.48	262,431.40	483,800.00
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Total Direct Revenues	73,416.19	74,608.46	272,015.17	309,015.14	802,600.00
Direct Expenses:					
Concessions	3,531.90	3,081.14	4,627.04	4,023.55	71,075.00
Pro Shop	39,426.98	2,767.50	46,931.24	53,290.42	114,800.00
Course	27,731.81	24,455.81	27,731.81	24,455.81	37,300.00
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Total Direct Expenses	70,690.69	30,304.45	79,290.09	81,769.78	223,175.00
Add Beginning Inventory					
Less Ending Inventory					
Net Direct Income (Loss)					
Indirect Revenues -	.11	650.20	.31	650.36	600.00
Indirect Expenses:					
Personal Services	25,170.37	22,931.61	93,463.19	89,508.63	370,992.00
Insurance	5,204.21		5,204.21	6,015.68	6,405.00
Professional Services	3,377.80	2,030.21	5,628.20	3,724.25	23,400.00
Advertising	2,489.05	3,735.60	4,807.80	3,968.70	7,000.00
Repair & Maintenance	4,528.24	7,472.63	10,915.99	10,796.81	57,500.00
Supplies & Materials	11,714.17	241.27	12,431.94	582.28	60,100.00
Travel, Conference & Dues	1,195.74	338.61	1,450.74	583.61	3,500.00
Utilities	1,742.94	2,275.33	5,109.67	5,896.25	36,500.00
Billing and Administration			33,670.00	33,670.00	67,340.00
Depreciation	5,128.69	4,877.22	20,514.76	19,508.88	55,745.00
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Total Indirect Expenses	60,551.21	43,902.48	193,196.50	174,255.09	688,482.00
Net Operating Income	(57,825.60)	1,051.73	(471.11)	53,640.63	(41,117.00)
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Capital Outlay		1,692.00	19,185.00	1,692.00	139,500.00
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05/11/16

Fox Run Golf Course
Statement of Revenues

1

	01Apr2016 30Apr2016	01Apr2015 30Apr2015	01Jan2016 30Apr2016	01Jan2015 30Apr2015	Legal Budget
Concessions					
CASH Long	71.60	27.00	277.46	456.46	1,000.00
PREPARED FOOD	1,739.22	882.42	2,062.81	1,436.27	33,600.00
PRE-PACKAGED FOOD	718.90	900.49	1,225.89	1,358.27	7,700.00
BEER	3,555.08	3,652.19	7,591.69	8,169.66	89,000.00
BOTTLED POP	1,535.71	1,902.28	2,634.94	2,972.48	23,000.00
MISCELLANEOUS CONCESSIONS					
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Total Concessions	7,620.51	7,364.38	13,792.79	14,393.14	154,300.00
Pro Shop					
GOLF BALLS	820.30	1,497.55	1,310.93	2,874.24	24,000.00
GLOVES	328.40	497.16	669.33	820.43	7,000.00
GOLF CAPS/VISORS	623.23	635.14	911.12	1,006.37	7,000.00
MERCHANDISE	1,072.27	1,730.41	1,530.30	3,849.79	38,000.00
MERCHANDISE NON-TAX		95.98		95.98	1,000.00
GOLF EQUIPMENT	2,353.57	5,935.67	4,399.74	17,990.72	70,000.00
MISCELLANEOUS MERCHANDISE					
CLUB REPAIRS	757.72	1,394.12	1,452.48	2,571.91	11,000.00
LESSONS		1,207.55		2,981.16	6,500.00
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Total Pro Shop	5,955.49	12,993.58	10,273.90	32,190.60	164,500.00
Course					
SIMULATOR			5,048.50	2,874.66	4,000.00
SIMULATOR NON-TAXABLE			500.00	665.00	1,200.00
SEASON PASS	36,950.78	27,332.01	150,948.20	154,866.09	175,000.00
SEASON PASS NON-TAX			3,446.69	3,446.69	3,500.00
GREEN FEES-WEEKENDS/HOLIDAYS	2,534.76	3,233.45	4,484.22	6,793.40	59,000.00
GRREN FEES NON-TAX	1,331.00	1,650.00	1,331.00	1,650.00	6,500.00
GREEN FEES - WEEKDAYS	2,242.42	5,208.47	3,961.51	10,377.64	70,000.00
GOLF CAR RENTAL	4,967.88	5,783.72	15,543.29	16,167.12	65,000.00
GOLF CAR STORAGE (NON-TAX)	2,594.30	2,334.87	23,062.66	25,164.71	25,200.00
TRAIL FEES	3,990.82	4,243.20	25,475.93	26,323.49	29,000.00
PULL CART RENTAL	44.88	14.96	59.84	33.66	300.00
GOLF CLUB RENTAL	27.20	15.54	27.20	15.54	1,000.00
DRIVING RANGE	2,326.39	2,373.28	4,761.94	5,052.88	15,000.00
DRIVING RANGE NON-TAX	46.14	268.16	346.14	568.16	800.00
HANDICAPING	2,783.62	1,792.84	6,251.36	5,732.36	9,000.00
LEAGUES					
JUNIOR GOLF PROGRAM					4,000.00
GOLF CART WRAPS			2,700.00	2,700.00	15,300.00
LEAGUE SOFTWARE ADS					
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Total Course	59,840.19	54,250.50	247,948.48	262,431.40	483,800.00
Total Direct Revenues	73,416.19	74,608.46	272,015.17	309,015.14	802,600.00
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05/11/16

Fox Run Golf Course
Statement of Expenditures

1

	01Apr2016 30Apr2016	01Apr2015 30Apr2015	01Jan2016 30Apr2016	01Jan2015 30Apr2015	Legal Budget
Concessions					
CASH SHORT	116.93	28.39	355.74	201.44	1,000.00
PREPARED FOODS	565.96	487.23	773.04	525.19	26,000.00
CANDY	124.10	338.77	222.85	338.77	4,000.00
BEER	1,767.15	1,619.55	2,077.95	2,327.35	30,000.00
POP	957.76	607.20	1,104.77	630.80	10,000.00
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Total Concessions	3,531.90	3,081.14	4,627.04	4,023.55	71,075.00
Pro Shop					
GOLF BALLS	17,449.16	67.50	21,829.25	23,300.95	24,000.00
GLOVES	1,726.09	156.96	1,726.09	847.67	3,200.00
GOLF CAPS/VISORS	1,997.83	151.20	2,048.24	1,558.38	3,600.00
MERCHANDISE	9,175.09	463.38	9,207.53	4,048.73	23,000.00
GOLF EQUIPMENT	9,078.81	1,928.46	11,022.82	22,702.59	55,000.00
TRADE IN GOLF EQUIPMENT					
CLUB REPAIRS			1,097.31	832.10	6,000.00
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Total Pro Shop	39,426.98	2,767.50	46,931.24	53,290.42	114,800.00
Course					
GOLF CAR RENTAL	24,455.81	24,455.81	24,455.81	24,455.81	26,000.00
REIMBURSEMENT-GOLF SHED RENTAL					
PULL CART RENTAL					
DRIVING RANGE	3,276.00		3,276.00		2,500.00
HANDICAPING					7,800.00
JUNIOR GOLF PROGRAM					1,000.00
GOLF CART WRAPS					
LEAGUE SOFTWARE ADS					
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Total Course	27,731.81	24,455.81	27,731.81	24,455.81	37,300.00
Total Direct Expenditures	70,690.69	30,304.45	79,290.09	81,769.78	223,175.00
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Fox Run Golf Course
Statement of Revenues

	01Jan2016 31Mar2016	01Jan2015 31Mar2015	01Apr2016 30Apr2016	01Apr2015 30Apr2015	01May2016 31May2016	01May2015 31May2015	01Jan2016 30Apr2016	01Jan2015 30Apr2015	
GOLF COURSE									
CASH LONG/SHORT									
641.3701	206	429	72	27		593	277	456	61
641.641.701	239	173	117	28		588	356	201	177
Difference	(33)	256	(45)	(1)		4	(78)	255	(31)
PREPARED FOODS									
641.3710	324	554	1,739	882		3,831	2,063	1,436	144
641.3711 Non-Taxable									
641.641.710	207	38	566	487		1,234	773	525	147
Difference	117	516	1,173	395		2,597	1,290	911	142
PRE-PACKAGED FOOD									
641.3714	507	458	719	900		3,577	1,226	1,358	90
641.641.714	99		124	339		401	223	339	66
Difference	408	458	595	562		3,176	1,003	1,020	98
BEER									
641.3718	4,037	4,517	3,555	3,652		8,616	7,592	8,170	93
641.641.718	311	708	1,767	1,620		978	2,078	2,327	89
Difference	3,726	3,810	1,788	2,033		7,638	5,514	5,842	94
BEVERAGES									
641.3720	1,099	1,070	1,536	1,902		4,195	2,635	2,972	89
641.641.720	240	24	958	607		1,263	1,197	631	190
Difference	860	1,047	578	1,295		2,932	1,437	2,342	61
SEASON PASS									
641.3740	113,997	127,534	36,951	27,332		9,837	150,948	154,866	97
SEASON PASS NON-TAXABLE									
641.3741	3,447	3,447				75	3,447	3,447	100
GREEN FEES-WEEKENDS/HOLIDAYS									
641.3742	1,949	3,560	2,535	3,233		5,393	4,484	6,793	66
GREEN FEES NON-TAXABLE									
641.3743			1,331	1,650		5,190	1,331	1,650	81
GREEN FEES - WEEKDAYS									
641.3744	1,719	5,169	2,242	5,208		7,403	3,962	10,378	38
GOLF CAR RENTAL									
641.3746	10,575	10,383	4,968	5,784		7,521	15,543	16,167	96
641.3747 Non-Taxable									
641.641.746			24,456	24,456			24,456	24,456	100
Difference	10,575	10,383	(19,488)	(18,672)		7,521	(8,913)	(8,289)	108

Fox Run Golf Course
Statement of Revenues

	01Jan2016 31Mar2016	01Jan2015 31Mar2015	01Apr2016 30Apr2016	01Apr2015 30Apr2015	01May2016 31May2016	01May2015 31May2015	01Jan2016 30Apr2016	01Jan2015 30Apr2015	
GOLF CAR STORAGE (NON-TAX)									
641.3749	20,468	22,830	2,594	2,335		778	23,063	25,165	92
641.641.749									
Difference	20,468	22,830	2,594	2,335		778	23,063	25,165	92
TRAIL FEES									
641.3750	21,485	22,080	3,991	4,243		1,631	25,476	26,323	97
PULL CART RENTAL									
641.3752	15	19	45	15		37	60	34	178
641.641.752									
Difference	15	19	45	15		37	60	34	178
GOLF CLUB RENTAL									
641.3753			27	16		47	27	16	175
DRIVING RANGE									
641.3754	2,436	2,680	2,326	2,373		3,877	4,762	5,053	94
641.3755 NON-TAXABL	300	300	46	268			346	568	61
641.641.754			3,276				3,276		
Difference	2,736	2,980	(903)	2,641		3,877	1,832	5,621	33
HANDICAPING									
641.3756	3,468	3,940	2,784	1,793		661	6,251	5,732	109
641.641.756									
Difference	3,468	3,940	2,784	1,793		661	6,251	5,732	109
GOLF BALLS									
641.3760	491	1,377	820	1,498		1,741	1,311	2,874	46
641.641.760	4,380	23,233	17,449	68		636	21,829	23,301	94
Difference	(3,889)	(21,857)	(16,629)	1,430		1,105	(20,518)	(20,427)	100
GLOVES									
641.3762	341	323	328	497		1,792	669	820	82
641.641.762		691	1,726	157			1,726	848	204
Difference	341	(367)	(1,398)	340		1,792	(1,057)	(27)	3879
GOLF CAPS/VISORS									
641.3764	288	371	623	635		1,230	911	1,006	91
641.641.764	50	1,407	1,998	151		436	2,048	1,558	131
Difference	237	(1,036)	(1,375)	484		794	(1,137)	(552)	206
MERCHANDISE									
641.3766	458	2,119	1,072	1,730		3,121	1,530	3,850	40
641.3767 NON-TAXABL				(96)		(258)		(96)	
641.641.766	32	3,585	9,175	463		8,421	9,208	4,049	227
Difference	426	(1,466)	(8,103)	1,363		(5,042)	(7,677)	(103)	7457

Fox Run Golf Course
Statement of Revenues

	01Jan2016 31Mar2016	01Jan2015 31Mar2015	01Apr2016 30Apr2016	01Apr2015 30Apr2015	01May2016 31May2016	01May2015 31May2015	01Jan2016 30Apr2016	01Jan2015 30Apr2015	
GOLF EQUIPMENT									
641.3768	2,046	12,055	2,354	5,936		2,369	4,400	17,991	24
641.641.768	1,944	20,774	9,079	1,928		383	11,023	22,703	49
Difference	102	(8,719)	(6,725)	4,007		1,986	(6,623)	(4,712)	141
MISCELLANEOUS MERCHANDISE									
641.3770									
641.641.770									
Difference									
JUNIOR GOLF PROGRAM									
641.3788									
641.641.788									
Difference									
CLUB REPAIRS									
641.3790	695	1,178	758	1,394		1,226	1,452	2,572	56
641.641.790	1,097	832				1,183	1,097	832	132
Difference	(403)	346	758	1,394		43	355	1,740	20
LESSONS									
641.3792		1,774		1,208		302		2,981	
641.641.792									
Difference		1,774		1,208		302		2,981	
GOLF CART WRAPS									
641.3793	2,700	2,700					2,700	2,700	100
641.641.793									
Difference	2,700	2,700					2,700	2,700	100
LEAGUE SOFTWARE ADS									
641.3794									
641.641.794									
Difference									
MISCELLANEOUS									
641.641.791									
TOTAL REVENUES	198,599	234,407	73,416	74,608		75,301	272,015	309,015	88
TOTALS EXPENDITURES	8,599	51,465	70,691	30,304		15,524	79,290	81,770	97
DIFFERENCE	190,000	182,941	2,726	44,304		59,777	192,725	227,245	85