

AGENDA

FOX RUN GOLF ADVISORY BOARD

Thursday, February 16, 2017

Fox Run Golf Course Clubhouse – 12:00 P.M.

I. ROUTINE BUSINESS

- A. Roll Call. Kim Auch and Jake Hoffner will be absent.
- B. Consideration of January minutes (attachment).
- C. Public Appearances.

II. OLD BUSINESS

- A. None

III. NEW BUSINESS

- A. Update on security cameras for cart sheds. City IT Department is working with security camera firm to add additional cameras to the system. Have ability to have eight total cameras. May need to upgrade software for additional cameras.
- B. City Street Department plans to install a gate and dead end sign for the “C” cart shed drive by the end of the week ending February 17.
- C. Great Life update. Press release is being prepared by Great Life and they will publish the press release in the Sioux Falls market along with direct communications with their members. March is the first month of the agreement. No minimum in March but a maximum of \$1,000 (200 nine-hole rounds). Working with Great Life to include the Summit Activities Center as a fitness affiliate.
- D. 2016 Financials from City Software. (attachment)
- E. 2017 programming updates, simulator operations update. Tom J.
- F. Course events update. Tom J.
- G. Course conditions and projects. Rockie W.

IV. OTHER BUSINESS

- A. Next Meeting date Thursday, March 16, 2017.

V. ADJOURN

MINUTES

FOX RUN GOLF ADVISORY BOARD

Thursday, February 16, 2017
Fox Run Golf Course Clubhouse – 12:00 P.M.

Routine Business

Roll Call:

Present: Terry Carda, Annette Kohoutek, and Warren Erickson.

Absent: Carll Kretsinger, Kim Auch, Jake Hoffner, and Steve Sager

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

Public Appearances: Dennis Sundleaf and Jim Gevens

Minutes:

January 19, 2017 minutes approved. Carda motioned, Kohoutek second. Motion carried 3-0.

Old Business

A. None.

New Business

- A. Update on security cameras for cart sheds. City IT Department is working with security camera firm to add additional cameras to the current system. Have ability to have eight total cameras. May need to upgrade software for additional cameras for outside cart shed additions.
- B. “C” cart shed security. City Street Department plans to install bollards at the clubhouse curb cut to stop cars from driving across course to access road by Cart shed “C.” A gate and dead end sign for the “C” cart shed access drive will be added as spring weather allows.
- C. Great Life discussion. Press release is being prepared by Great Life and they will publish the press release in the Sioux Falls market along with direct communications with their members. March is the first month of the agreement. Working with Great Life to include the Summit Activities Center as a fitness affiliate. The board has heard there is some concerns that the course will get too crowded with Great Life members. There have also been questions about the debate of not purchasing a Fox Run Pass and instead purchasing a Great Life Golf & Fitness Pass. When a local press release is made in regards to Great Life, the course should explain the difference between the two entities passes and what accesses and costs they entail. The course clubhouse staff will work in 2017 to get more golf groups of 3 and 4 versus single and double groups as this will help in two ways 1) get more people on the golf course during busy times and 2) get the majority of people on the course playing at the same pace and not having singles and doubles trying to play through.
- D. 2016 Financials from City Software. Loss in 2016 will be approximately (\$199,676.95). The loss is not carried over from year-to-year. Pro-shop net revenue was down dramatically. Personnel expenses were increased greatly with three full-time employees

in clubhouse. In the 2016 report, billing and administration still appear in City financials. They are also in the report for 2015, so both budgets are comparing the same expenses. In 2017, there will be less full-time personnel expenses as the clubhouse will only have two full-time employees. In reviewing financials from years past, clothing seemed to do well in the clubhouse, so Tom will order more clothing to sell for 2017. Tom also hopes the loyalty member program will help boost food & beverage and pro-shop sales as loyalty members receive a discount. Tom is working with accounts receivable and making sure all season pass fees, trail fees, cart storage fees, and other fees are all charged at one time and then traced in the computer system to make sure all payments are collected for the fees. In the past, the amounts to collect were not put into the computer so things were not tracked as accurately as they should have been.

- E. 2017 programming updates, simulator operations update. Patched simulator screen twice this year. May have to have a new screen made locally. Having a bit of trouble with the software for the simulator as it has been erasing data during league play. Tom distributed a course financials document for Jan. 1 through February 15. There have been some positive increases in concessions and pro-shop sales as compared to 2015. 2017 pass sales have been slow to this point in the year as the weather has not been conducive to outdoor golf and there was no “discount” day to get the 2017 pass for the 2016 rates. Those signing up to be Loyalty Members will get the 2017 pass at the 2016 rate. Tom is also working to find a way to track GreatLife golfers spending in the pro-shop and in concessions so we have some data to know if the affiliate agreement was beneficial to operations. Tom is also working to find ways to get more use on the simulator during slow times (morning pass for simulator play, high school pass).
- F. Course event calendar for 2017. League meetings at the end of March. Fox Run is working to create a golf event for the month of March. April- planning on having an Easter egg hunt for Easter event, high school tournaments, leagues begin week of April 17. Couples league will start in May and looking at making improvements to Couples League. Event on Mother’s Day will allow mothers to golf for free. Lots of events scheduled for the course all the way through September. Going to have a dad/child event on Father’s Day.
- G. Course conditions and projects. Trimming of trees in on-going. Hole #10 needs a replacement plan for the old cottonwoods at the bottom of the swale. As the weather warms up, walkers-golf-only to start. The frost needs to get out and then allow the top layer of turf to firm up some before allowing carts. The biggest concern with early spring golf is divots on the green that damage the turf and then the turf freezes and it kills the grass.

Other Business

- A. Next Meeting Date – Thursday, March 16, 2017

Meeting Adjourned

- A. Kohoutek motioned, Carda second. Motion carried 3-0.

02/14/17

Fox Run Golf Course
Statement of Revenues & Expenses

	01Dec2016 31Dec2016	01Dec2015 31Dec2015	01Jan2016 31Dec2016	01Jan2015 31Dec2015	Legal Budget
Direct Revenues:					
Concessions	2,809.82	1,226.00	142,036.61	143,888.20	154,300.00
Pro Shop	9,159.46	12,263.70	90,793.35	136,383.20	164,500.00
Course	11,621.43	13,553.48	468,071.69	485,812.54	483,800.00
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Total Direct Revenues	23,590.71	27,043.18	700,901.65	766,083.94	802,600.00
Direct Expenses:					
Concessions	3,150.64	840.88	61,013.27	62,798.58	71,075.00
Pro Shop	3,802.56	(4,192.25)	88,488.11	114,871.87	114,800.00
Course		5,625.00	36,591.81	32,455.81	37,300.00
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Total Direct Expenses	6,953.20	2,273.63	186,093.19	210,126.26	223,175.00
Add Beginning Inventory					
Less Ending Inventory					
Net Direct Income (Loss)					
Indirect Revenues -	(8.81)	9.86	1,154.51	1,794.12	600.00
Indirect Expenses:					
Personal Services	40,964.95	19,283.53	413,576.74	337,269.30	370,992.00
Insurance	(867.38)	(867.36)	5,292.98	5,148.32	6,405.00
Professional Services	1,888.43	4,757.84	20,985.29	18,461.33	23,400.00
Advertising	25.00		11,591.20	7,469.30	7,000.00
Repair & Maintenance	4,409.83	37,350.83	48,701.29	74,719.52	57,500.00
Supplies & Materials	2,896.12	4,721.32	60,653.85	49,882.93	60,100.00
Travel, Conference & Dues	252.44		2,850.14	1,147.61	3,500.00
Utilities	4,934.92	3,643.97	32,782.39	31,027.69	36,500.00
Billing and Administration			67,340.00	67,340.00	67,340.00
Depreciation		926.53	51,866.04	56,084.77	55,745.00
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Total Indirect Expenses	54,504.31	59,628.48	715,639.92	638,362.59	688,482.00
Net Operating Income	(37,875.61)	(34,849.07)	(199,676.95)	(80,610.79)	(41,117.00)
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Capital Outlay		(56,545.91)	46,894.57		139,500.00
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Fox Run Golf Course
Statement of Revenues

	01Dec2016 31Dec2016	01Dec2015 31Dec2015	01Jan2016 31Dec2016	01Jan2015 31Dec2015	Legal Budget
Concessions					
CASH Long	680.42	444.60	1,726.77	2,188.80	1,000.00
PREPARED FOOD	694.71	20.09	32,888.32	28,226.98	33,600.00
PRE-PACKAGED FOOD	136.02	35.72	8,268.68	10,740.83	7,700.00
BEER	985.03	609.63	76,861.65	78,084.69	89,000.00
BOTTLED POP	313.64	115.96	22,291.19	24,646.90	23,000.00
MISCELLANEOUS CONCESSIONS					
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Total Concessions	2,809.82	1,226.00	142,036.61	143,888.20	154,300.00
Pro Shop					
GOLF BALLS	1,600.77	3,556.25	18,165.72	23,761.67	24,000.00
GLOVES	292.32	383.97	5,962.36	7,380.06	7,000.00
GOLF CAPS/VISORS	169.88	591.39	6,592.02	10,318.70	7,000.00
MERCHANDISE	1,016.30	2,269.88	15,515.17	32,986.36	38,000.00
MERCHANDISE NON-TAX			156.62	897.05	1,000.00
GOLF EQUIPMENT	5,602.51	5,215.53	34,968.41	47,265.21	70,000.00
MISCELLANEOUS MERCHANDISE			94.34		
CLUB REPAIRS	477.68	171.21	9,019.10	8,231.13	11,000.00
LESSONS		75.47	319.61	5,543.02	6,500.00
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Total Pro Shop	9,159.46	12,263.70	90,793.35	136,383.20	164,500.00
Course					
SIMULATOR	2,904.17	2,501.91	8,154.59	5,452.27	4,000.00
SIMULATOR NON-TAXABLE			500.00	585.00	1,200.00
SEASON PASS	825.11		168,866.32	167,194.95	175,000.00
SEASON PASS NON-TAX			3,446.69	3,521.69	3,500.00
GREEN FEES-WEEKENDS/HOLIDAYS	136.29	24.30	51,643.60	51,383.62	59,000.00
GRREN FEES NON-TAX			6,140.20	11,854.85	6,500.00
GREEN FEES - WEEKDAYS	37.68	12.15	63,154.89	78,733.15	70,000.00
GOLF CAR RENTAL	70.36		71,791.06	61,780.63	65,000.00
GOLF CAR STORAGE (NON-TAX)	260.83	(64.86)	24,101.78	25,750.23	25,200.00
TRAIL FEES	164.85	(42.06)	27,940.76	28,590.19	29,000.00
PULL CART RENTAL	3.74		460.02	261.80	300.00
GOLF CLUB RENTAL			881.36	637.14	1,000.00
DRIVING RANGE	184.34		16,731.06	18,846.42	15,000.00
DRIVING RANGE NON-TAX			1,239.66	568.16	800.00
HANDICAPING			7,973.43	7,053.40	9,000.00
LEAGUES	3,085.40	7,945.76	3,085.40	7,945.76	
JUNIOR GOLF PROGRAM			3,794.00	5,077.00	4,000.00
GOLF CART WRAPS		2,700.00	3,694.61	10,100.00	15,300.00
LEAGUE SOFTWARE ADS					
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Total Course	11,621.43	13,553.48	468,071.69	485,812.54	483,800.00
Total Direct Revenues	23,590.71	27,043.18	700,901.65	766,083.94	802,600.00
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Fox Run Golf Course
Statement of Expenditures

	01Dec2016 31Dec2016	01Dec2015 31Dec2015	01Jan2016 31Dec2016	01Jan2015 31Dec2015	Legal Budget
Concessions					
CASH SHORT	507.67	522.23	2,559.53	2,471.51	1,000.00
PREPARED FOODS	1,589.06	50.40	18,845.28	21,176.68	26,000.00
CANDY	31.65		2,977.40	4,151.72	4,000.00
BEER	757.98	169.10	26,977.27	25,989.95	30,000.00
POP	264.28	99.15	8,235.62	9,008.72	10,000.00
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Total Concessions	3,150.64	840.88	61,013.27	62,798.58	71,075.00
Pro Shop					
GOLF BALLS	(3,540.53)	(4,991.60)	29,609.35	29,423.47	24,000.00
GLOVES	573.27	(940.10)	3,629.72	1,589.69	3,200.00
GOLF CAPS/VISORS	(308.05)	(1,369.49)	2,491.96	6,582.59	3,600.00
MERCHANDISE	3,558.23	6,746.74	17,611.85	37,785.63	23,000.00
GOLF EQUIPMENT	4,994.01	(4,516.20)	30,211.61	33,241.70	55,000.00
TRADE IN GOLF EQUIPMENT					
CLUB REPAIRS	(1,474.37)	878.40	4,884.13	6,248.79	6,000.00
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Total Pro Shop	3,802.56	(4,192.25)	88,488.11	114,871.87	114,800.00
Course					
GOLF CAR RENTAL			25,305.81	24,930.81	26,000.00
REIMBURSEMENT-GOLF SHED RENTAL			430.00		
PULL CART RENTAL					
DRIVING RANGE			3,276.00	1,750.00	2,500.00
HANDICAPING		5,065.00	7,080.00	5,065.00	7,800.00
JUNIOR GOLF PROGRAM		560.00	500.00	560.00	1,000.00
GOLF CART WRAPS					
LEAGUE SOFTWARE ADS					
	-----	-----	-----	-----	-----
Total Course		5,625.00	36,591.81	32,455.81	37,300.00
Total Direct Expenditures	6,953.20	2,273.63	186,093.19	210,126.26	223,175.00
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Fox Run Golf Course

Comparative Sales Detail by Department: Golf Course Revenue

Item #	Description	Jan 01, '17 - Jan 31, '17		Jan 01, '16 - Jan 31, '16		QtyΔ	\$Δ	%Δ
		Qty	Sales	Qty	Sales			
Department: Golf Course Revenue								
Sub Department: Green Fees - Daily								
Category: Weekday								
Sub Category: Daily								
Type: 18 Holes								
1352	M-F18summer Gf	0	\$0.00	31	\$709.90	-31	-709.90	-100.00%
18 Holes Total:		0	\$0.00	31	\$709.90	-31	-709.90	-100.00%
Type: 9 Holes								
3685	M-F Fall 9	0	\$0.00	1	\$12.15	-1	-12.15	-100.00%
9 Holes Total:		0	\$0.00	1	\$12.15	-1	-12.15	-100.00%
Daily Total:		0	\$0.00	32	\$722.05	-32	-722.05	-100.00%
Weekday Total:		0	\$0.00	32	\$722.05	-32	-722.05	-100.00%
Green Fees - Daily Total:		0	\$0.00	32	\$722.05	-32	-722.05	-100.00%
Sub Department: Annual Pass Fees								
Category: Limited								
Sub Category: Adult								
1410	Annual Pass Adult Limited Play	5	\$2,000.00	10	\$4,018.70	-5	-2,018.70	-50.23%
Adult Total:		5	\$2,000.00	10	\$4,018.70	-5	-2,018.70	-50.23%
Limited Total:		5	\$2,000.00	10	\$4,018.70	-5	-2,018.70	-50.23%
Category: Unlimited								
Sub Category: Adult								
1408	Annual Pass Individual Adult +1	3	\$1,969.31	9	\$6,140.25	-6	-4,170.94	-67.93%
1409	Annual Pass Adult Individual	8	\$4,063.26	13	\$6,803.81	-5	-2,740.55	-40.28%
4192	Annual Pass Additional Child	0	\$0.00	1	\$56.08	-1	-56.08	-100.00%
4669	'17-Annual Pass Adult Individual	1	\$541.40	0	\$0.00	1	541.40	100.00%
Adult Total:		12	\$6,573.97	23	\$13,000.14	-11	-6,426.17	-49.43%
Sub Category: Jr Adult								
4435	Annual Pass Jr. Adult Individual	0	\$0.00	3	\$841.11	-3	-841.11	-100.00%
Jr Adult Total:		0	\$0.00	3	\$841.11	-3	-841.11	-100.00%
Unlimited Total:		12	\$6,573.97	26	\$13,841.25	-14	-7,267.28	-52.50%
Annual Pass Fees Total:		17	\$8,573.97	36	\$17,859.95	-19	-9,285.98	-51.99%
Sub Department: Golf Carts								
Category: Cart Storage								
1415	Annual Golf Car Storage Fee	7	\$1,807.54	14	\$3,632.02	-7	-1,824.48	-50.23%
Cart Storage Total:		7	\$1,807.54	14	\$3,632.02	-7	-1,824.48	-50.23%
Category: Annual Trail Fee								
1414	Annual Trail Fee	10	\$1,657.76	17	\$2,859.91	-7	-1,202.15	-42.03%
2948	Annual Trail Fee (co-Owner)	0	\$0.00	1	\$70.10	-1	-70.10	-100.00%
Annual Trail Fee Total:		10	\$1,657.76	18	\$2,930.01	-8	-1,272.25	-43.42%
Category: Annual Cart Rental								
1427	Annual Golf Car Lease - Individual +1	1	\$483.72	0	\$0.00	1	483.72	100.00%
Annual Cart Rental Total:		1	\$483.72	0	\$0.00	1	483.72	100.00%
Golf Carts Total:		18	\$3,949.02	32	\$6,562.03	-14	-2,613.01	-39.82%
Sub Department: Range								

Fox Run Golf Course

Comparative Sales Detail by Department: Golf Course Revenue

Item #	Description	Jan 01, '17 - Jan 31, '17		Jan 01, '16 - Jan 31, '16		QtyΔ	\$Δ	%Δ
		Qty	Sales	Qty	Sales			
Category: Range Balls Annual								
1418	Range Pass Individual	1	\$91.74	0	\$0.00	1	91.74	100.00%
1420	Range Pass High School Student	0	\$0.00	1	\$46.09	-1	-46.09	-100.00%
	Range Balls Annual Total:	1	\$91.74	1	\$46.09	0	45.65	99.05%
	Range Total:	1	\$91.74	1	\$46.09	0	45.65	99.05%
Sub Department: Handicaps								
Category: Handicap Fee								
1444	Handicap Fee - Adult	23	\$530.94	18	\$424.62	5	106.32	25.04%
	Handicap Fee Total:	23	\$530.94	18	\$424.62	5	106.32	25.04%
	Handicaps Total:	23	\$530.94	18	\$424.62	5	106.32	25.04%
Sub Department: Not Valid								
Category: Not Valid								
3823	Advertisement - Golf Cart Wraps	0	\$0.00	1	\$900.00	-1	-900.00	-100.00%
	Not Valid Total:	0	\$0.00	1	\$900.00	-1	-900.00	-100.00%
	Not Valid Total:	0	\$0.00	1	\$900.00	-1	-900.00	-100.00%
	Golf Course Revenue Total:	59	\$13,145.67	120	\$26,514.74	-61	-13,369.07	-50.42%
	Grand Total:	59	\$13,145.67	120	\$26,514.74	-61	-13,369.07	-50.42%

Fox Run Golf Course

Comparative Sales Summary by Department

	Jan 01, '17 - Feb 15, '17		Jan 01, '16 - Feb 15, '16				
	Qty	Sales	Qty	Sales	QtyΔ	\$Δ	%Δ
Golf Course Revenue Total:	126	\$29,995.66	223	\$57,236.87	-97	-27,241.21	-47.59%
Golf Shop Revenue Total:	157	\$3,030.01	55	\$1,520.32	102	1,509.69	99.30%
Food & Beverage Reve Total:	922	\$3,071.41	510	\$1,016.22	412	2,055.19	202.24%
Simulator Revenue Total:	268	\$3,473.46	294	\$3,469.79	-26	3.67	0.11%
Unrecognized Revenue Total:	367	(\$363.72)	292	\$579.60	75	-943.32	-162.75%
Accounts Receivables Total:	20	(\$14,894.35)	63	(\$38,512.38)	-43	23,618.03	-61.33%
Grand Total:	1,860	\$24,312.47	1,437	\$25,310.42	423	-997.95	-3.94%