



The MISSION of the Yankton Department of Parks and Recreation is to enhance the quality-of-life (social, cultural, educational, and physical well-being) for the citizens of Yankton and the surrounding area through responsible, innovative, and cost-effective creation, maintenance, and management of high quality parks, facilities, programs, and community special events.

**AGENDA**  
**FOX RUN GOLF ADVISORY BOARD**  
**Thursday, July 20, 2017**  
**Fox Run Golf Course Clubhouse – 12:00 P.M.**

**I. ROUTINE BUSINESS**

- A. Roll Call. Welcome Dan Kramer and Jim Miner.
- B. Consideration of June 15, 2017 Minutes. (attachments)
- C. Public Appearances. Public appearances is a time for persons to address the Board on items not listed on the agenda.

**II. NEW BUSINESS**

- A. Monthly round report and season pass report from Tom J. and course software. Tom will provide documents at meeting.
- B. League updates. Tom.
- C. Year-to-Date Financials from City Software. (attachments)
- D. New revenue ideas discussion. Facility rentals for parties in winter.
- E. 2017 course events update. Pro-am re-cap. Tom.
- F. Course conditions and projects. Rockie W.

**III. OTHER BUSINESS**

- A. Next Meeting Thursday, August 17, 2017.

**IV. ADJOURN**

The City of Yankton Fox Run Clubhouse is accessible to everyone. If you have any additional accommodation requirements, please call 668-5221.

Should you have any reason to believe an open meetings law has been violated please contact the Open Meetings Commission at the South Dakota Office of the Attorney General at: 1302 E. Hwy 14, Suite 1, Pierre, SD 57501-8501 or by phone at 605-773-3215.



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**MINUTES**  
**FOX RUN GOLF ADVISORY BOARD**  
**Thursday, June 15, 2017**

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

**I. ROUTINE BUSINESS**

Roll Call:

Present: Terry Carda, Annette Kohoutek, Carll Kretsinger, Steve Sager.

Absent: Dan Kramer, Jim Miner, Stephanie Moser.

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

Public Appearances: None.

Minutes: March 16, 2017 minutes approved. Kretsinger motioned, Carda second. Motion carried 4-0.

**II. NEW BUSINESS**

- A. Election of board president. Carda nominated Kohoutek. Kretsinger moved to cease nominations. Kohoutek was elected President 4-0.
- B. Monthly round report and season pass report from Tom J. and course software. 148 nine-hole rounds played by Great Life in May. The “comeback coupon” for walk-up golfers has been received well and is generating repeat walk-up golf. Revenue has been up slightly compared to last year. Tom has started to do some lessons in June. In July, the staffing will need to be analyzed to see how the two full-time clubhouse employees are handling the hours. In 2016, there were three full-time employees in the clubhouse. The concern is hours worked by Tom and that he will have burnout before the end of the summer. Tom has been focusing on improvements to tournament and golf outings in 2017. There were complaints about organization of the tournament and golf outings in previous years. Tom has also been focusing on improving youth golf programs. Currently, the Y-T-D pass sales are up 16 over 2016. The revenue is down slightly due to the discounted rate for “under 30” passes and an increase in college passes. Summit Activities Center annual pass holders were eligible for a 10% discount on golf passes in 2017. The loyalty program discount is to purchase golf passes at last year’s rates. The board members discussed having a set pre-sale date for the loyalty program to help move pass sales into a slow time of the winter (January or February). This will help eliminate the issue of pass sales during the first night of leagues and other busy golf times once the weather turns nice. Also asked if the City could look at on-line golf pass sales versus in-person. The board likes the idea of having a monthly payment plan to help make the golf fees affordable to those with a tight monthly budget. Also discussed was some type of incentive (food & beverage credit, driving range credit, pro-shop credit) to reward pass purchases before the set date each spring. The board also discussed analyzing

winter operations in the fall to find ways to generate more revenue during the winter months. Should clubhouse be rearranged to allow for big Christmas/Holiday parties during the winter months? Create and promote a birthday party package for the simulator.

- C. League updates. Tom. 1<sup>st</sup> half of leagues are done. The league software is still very cumbersome. Same software as last summer, but this year the software is at no cost since the SDGA is using it for their tournaments. Tom is caught up on results and winnings for leagues.
- D. Year-to-Date Financials from City Software. Net revenues are ahead of 2016 when the course was subsidized approximately \$200,000. Course still on pace to be subsidized approximately \$150,000.
- E. 2017 course events update. July 12 will be a junior fun day. Pro-am update- pros full at 60 players. Amateurs are at 32 teams, down 6 from last year, and can have a max of 52. Working to generate some additional revenue on the pro-am compared to past years. Tom will have a SNAG Golf booth at Riverboat Days to market Fox Run and the golf programs available. Tom is working to add events in July and August.
- F. Course conditions and projects. Biggest issue for the course is the hot weather, high winds and no rain. Really need rain in the next couple of weeks. Vehicles have been driving up to the clubhouse from Cart Shed 3 still. The bollards work to keep cars from driving on to the course up by the clubhouse but during normal operating hours the cars come from cart shed 3. Hole #14 has been generating phone calls to the clubhouse about people driving their carts on to private property to retrieve golf balls. Tom has thought about signage to help keep carts on golf course property but the board is wondering if the private property owners should do some signage if they have concerns. Discussed the course ash trees and the future threat of the ash bore. When the ash bore is closer to Yankton than current trapping has shown, then all course ash trees will be evaluated to determine if any are in great condition and should be treated or if they are not as desirable removed and replaced with other types of trees.

### **III. OTHER BUSINESS**

- A. Next Meeting Thursday, July 20, 2017.

### **IV. ADJOURN**

Kretsinger motioned, Carda second. Motion carried 4-0.

07/11/17

Fox Run Golf Course  
Statement of Revenues & Expenses

	01Jun2017 30Jun2017	01Jun2016 30Jun2016	01Jan2017 30Jun2017	01Jan2016 30Jun2016	Legal Budget
Direct Revenues:					
Concessions	29,074.87	29,731.49	66,022.55	60,549.07	155,880.00
Pro Shop	14,907.33	12,041.10	32,652.64	32,506.11	57,800.00
Course	51,581.42	48,504.09	321,920.63	336,488.83	469,500.00
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Total Direct Revenues	95,563.62	90,276.68	420,595.82	429,544.01	683,180.00
Direct Expenses:					
Concessions	11,917.21	8,357.60	23,275.91	16,406.07	68,600.00
Pro Shop	19,548.32	5,540.90	37,761.52	59,977.49	38,000.00
Course			28,564.81	27,731.81	37,300.00
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Total Direct Expenses	31,465.53	13,898.50	89,602.24	104,115.37	143,900.00
Add Beginning Inventory					
Less Ending Inventory					
Net Direct Income (Loss)					
Indirect Revenues -	(.29)	15.99	(2.91)	16.43	600.00
Indirect Expenses:					
Personal Services	55,465.81	40,412.39	183,158.11	167,659.62	458,507.00
Insurance			5,392.55	6,071.57	6,405.00
Professional Services	2,026.26	1,797.40	13,023.48	9,326.10	22,400.00
Advertising	2.66	820.00	3,682.68	7,228.45	8,500.00
Repair & Maintenance	3,278.45	3,061.31	24,575.27	16,693.95	52,500.00
Supplies & Materials	8,523.25	8,676.71	21,890.81	24,437.40	60,250.00
Travel, Conference & Dues	653.81	48.96	1,370.56	1,499.70	3,650.00
Utilities	2,806.95	2,545.14	11,369.09	8,439.68	35,900.00
Billing and Administration		33,670.00		67,340.00	
Depreciation	4,218.78	5,128.69	25,312.68	30,772.14	55,745.00
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Total Indirect Expenses	76,975.97	96,160.60	289,775.23	339,468.61	703,857.00
Net Operating Income	(12,878.17)	(19,766.43)	41,215.44	(14,023.54)	(163,977.00)
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Capital Outlay		24,962.14	90,747.98	45,511.14	77,000.00
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Fox Run Golf Course  
Statement of Revenues

	01Jun2017 30Jun2017	01Jun2016 30Jun2016	01Jan2017 30Jun2017	01Jan2016 30Jun2016	Legal Budget
<b>Concessions</b>					
CASH Long	438.59	84.39	772.89	477.52	1,000.00
PREPARED FOOD	5,867.71	6,861.53	16,744.71	12,561.24	34,180.00
PRE-PACKAGED FOOD	1,368.10	1,628.70	2,852.03	3,957.97	10,700.00
BEER	17,867.98	16,711.91	38,029.20	34,064.92	85,000.00
BOTTLED POP	3,532.49	4,444.96	7,623.72	9,487.42	25,000.00
MISCELLANEOUS CONCESSIONS					
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<b>Total Concessions</b>	<b>29,074.87</b>	<b>29,731.49</b>	<b>66,022.55</b>	<b>60,549.07</b>	<b>155,880.00</b>
<b>Pro Shop</b>					
GOLF BALLS	2,486.03	4,067.62	6,557.52	7,952.05	14,000.00
GLOVES	820.10	1,031.10	1,869.16	2,283.25	2,000.00
GOLF CAPS/VISORS	971.60	1,113.86	1,711.42	2,683.12	1,800.00
MERCHANDISE	3,869.34	1,715.07	6,427.45	4,659.91	12,500.00
MERCHANDISE NON-TAX		156.62		156.62	500.00
GOLF EQUIPMENT	5,360.12	2,859.69	11,053.96	11,153.78	12,500.00
MISCELLANEOUS MERCHANDISE				94.34	
CLUB REPAIRS	653.62	1,097.14	3,793.60	3,447.57	11,000.00
LESSONS	746.52		1,239.53	75.47	3,500.00
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<b>Total Pro Shop</b>	<b>14,907.33</b>	<b>12,041.10</b>	<b>32,652.64</b>	<b>32,506.11</b>	<b>57,800.00</b>
<b>Course</b>					
SIMULATOR			4,698.29	5,048.50	6,000.00
SIMULATOR NON-TAXABLE				500.00	1,200.00
SEASON PASS	6,040.74	2,465.44	166,289.98	166,653.04	164,000.00
SEASON PASS NON-TAX				3,446.69	3,500.00
GREEN FEES-WEEKENDS/HOLIDAYS	13,066.54	11,684.12	25,396.29	22,128.63	45,000.00
GRREN FEES NON-TAX	112.20	1,572.20	1,982.48	3,410.20	6,500.00
GREEN FEES - WEEKDAYS	11,856.98	15,088.21	20,279.46	25,819.78	80,000.00
GOLF CAR RENTAL	16,029.67	12,650.58	40,119.18	35,668.32	65,000.00
GOLF CAR STORAGE (NON-TAX)	490.62	259.43	20,413.49	23,581.52	21,600.00
TRAIL FEES	653.06	285.13	23,422.02	27,149.01	29,000.00
PULL CART RENTAL	86.02	93.50	235.62	213.18	300.00
GOLF CLUB RENTAL		202.02		338.00	800.00
DRIVING RANGE	2,868.26	3,349.60	10,438.21	10,960.40	18,000.00
DRIVING RANGE NON-TAX	1.81		23.53	539.66	800.00
HANDICAPING	375.52	330.26	8,168.08	7,808.30	8,500.00
LEAGUES					
JUNIOR GOLF PROGRAM					4,000.00
GOLF CART WRAPS			450.00	2,700.00	15,300.00
LEAGUE SOFTWARE ADS			4.00		
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<b>Total Course</b>	<b>51,581.42</b>	<b>48,504.09</b>	<b>321,920.63</b>	<b>336,488.83</b>	<b>469,500.00</b>
<b>Total Direct Revenues</b>	<b>95,563.62</b>	<b>90,276.68</b>	<b>420,595.82</b>	<b>429,544.01</b>	<b>683,180.00</b>
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Fox Run Golf Course  
Statement of Expenditures

	01Jun2017 30Jun2017	01Jun2016 30Jun2016	01Jan2017 30Jun2017	01Jan2016 30Jun2016	Legal Budget
<b>Concessions</b>					
CASH SHORT	147.95	329.49	409.52	1,193.72	2,500.00
PREPARED FOODS	4,348.46	2,695.06	9,868.69	4,647.34	26,000.00
CANDY	273.65	284.85	934.40	783.05	4,000.00
BEER	6,288.25	4,376.25	9,533.55	7,170.52	27,000.00
POP	858.90	530.60	2,529.75	2,377.40	9,000.00
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Total Concessions	11,917.21	8,357.60	23,275.91	16,406.07	68,600.00
<b>Pro Shop</b>					
GOLF BALLS	1,887.00	408.75	2,963.49	22,829.00	10,000.00
GLOVES			2,778.45	3,056.45	1,000.00
GOLF CAPS/VISORS				2,199.05	1,000.00
MERCHANDISE	10,626.62	1,467.95	10,696.66	10,810.51	10,000.00
GOLF EQUIPMENT	7,021.46	2,491.21	20,299.30	18,201.38	10,000.00
TRADE IN GOLF EQUIPMENT					
CLUB REPAIRS	13.24	1,123.50	1,023.62	2,831.61	6,000.00
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Total Pro Shop	19,548.32	5,540.90	37,761.52	59,977.49	38,000.00
<b>Course</b>					
GOLF CAR RENTAL			24,455.81	24,455.81	26,000.00
REIMBURSEMENT-GOLF SHED RENTAL					
PULL CART RENTAL					
DRIVING RANGE			4,109.00	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			28,564.81	27,731.81	37,300.00
Total Direct Expenditures	31,465.53	13,898.50	89,602.24	104,115.37	143,900.00
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