



The MISSION of the City of Yankton is to provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage, and thrive.

**AGENDA**  
**FOX RUN GOLF ADVISORY BOARD**  
**Thursday, September 20, 2018**  
**Fox Run Golf Course Clubhouse – 12:00 P.M.**

**I. ROUTINE BUSINESS**

- A. Roll Call. GreatLife invited to attend. Jim Miner will be absent.
- B. Consideration of August 16, 2018 Minutes. (attachment)
- 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. City Finance Profit-Loss report through August 31. (attachment)
- B. GreatLife 2018 management update.
- C. GreatLife 2019 lease consideration update.
  - Items for consideration when negotiating full lease with GreatLife
    - Customer information if GreatLife leaves the operation and City takes over again.
    - Who will manage the Fox Run Golf Course page on the City website and the Facebook page? Or do these pages go away and GreatLife manages its on-line Fox Run page?
    - Tiered membership so people can be just a Fox Run Golf Course member and not a part of the larger Great Life membership. Lower fees specific to Yankton? Lower fees for cart membership?
    - What happens with private carts? Private carts for season pass holders? Storage of private carts? Trail fees for private carts?
    - Junior golf programs and lessons and instruction for all players.
    - Golf Advisory Board- Meet in July and September with City Staff to provide feedback about course and operations. City passes on information to Great Life.
    - YHS golf practice and meets, YHS cross-country
    - Mt. Marty golf practice and meets, Mt. Marty cross-country
    - Leagues (men's, women's, seniors, PGA juniors)
    - Outings and Tournaments (Pro-Am, Pass Holder, City Classic, etc.)
    - Simulator and winter operations

- What about current course equipment?
  - Leased carts, beverage cart, range cart, maintenance cart
  - Clubhouse equipment
  - Maintenance equipment
- Pro-shop credit that is on the books?
- What other items from GAB?

D. Course conditions and projects. Rockie W.

### **III. OTHER BUSINESS**

A. Next Meeting Thursday, October 18, 2018.

### **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, August 16, 2018

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

#### I. ROUTINE BUSINESS

Roll Call:

Present: Dan Kramer, Carll Kretsinger, Jim Miner, Terry Carda, Steve John Thayer, Annette Kohoutek, Commissioner Bridget Bensen.

Absent: None.

Also present were Course Superintendent Rockie Wampol, Golf Course Assistance Grounds Maintenance Jason Metz, Finance Officer Al Viereck, Director of Parks and Recreation Todd Larson, and Department Secretary Chasity McHenry.

Public Appearances: Karol Kittelson.

Minutes: June 21, 2018 minutes approved. Kretsinger motioned, Miner second. Motion carried 6-0.

#### II. NEW BUSINESS

A. City Finance Profit-Loss report through July 31. Through the end of July, the loss is \$32,497.56. Food & Beverage has been a positive in 2018. Expenses are down slightly for F&B, but revenue is up \$7,000. The pro shop is not profitable yet in 2018. Another bright spot has been cart rentals as that revenue line item is up \$8,000 even though rounds played are down on the year. This shows that the shark experience has been a popular addition. Amanda has worked with KDLT on a TV ad during prime time TV at the end-of-summer and into fall. Thayer suggested in the future to use our employees in the ads to make it more personal for people that are familiar with the operation and to bring some recognition to employees when it brings people in and they recognize the face or the voice from the ads. Have KDLT provide click-through rates for website ads to see how effective the advertising has been. Discussed a half-year season pass that could be offered starting in June during the years when spring weather does not allow for much golf. This half-year pass could be priced at 2/3 the normal season pass rate. Only create the offer if basing it off revenues compared to past years year-to-date. Will full paying season pass members want a refund in this scenario? Some board members did not think this was a good idea after talking through it.

B. Fox Run Interim Management Plan for 2018 update. Great Life will manage through December.

- August 14 – August 31. Management fee of \$8,730. Based on two full-time employees. Refund of \$47.87/hour if actual hours less.
- September, October, November, December. \$14,969/month. Refund of \$47.87/hour if actual hours less than 257 for each month.
- The City of Yankton full-time clubhouse employee may be reassigned to the Parks Department once the weather changes and outside golf comes to an

end. Those wages would be switched to the Parks Department and this would be a savings for the golf operations budget for the remainder of 2018.

- August 27<sup>th</sup> there is a golf work session with the City Commission from 6-7pm at the RTEC building. This is prior to the regular City Commission at 7:00pm that evening.
- The City should contact Dakota Golf Management and Landscapes Unlimited to get other offers for the lease idea for 2019.
- Make sure to work with GreatLife to find ways to improve the golf operation this fall and see what suggestions they have to make the course and operation more attractive to golfers.

- C. League updates. There is two weeks left of regular evening leagues than fall league will organize and start. Senior League ends October 2.
- D. 2018 events and other updates. September has quite a few outings and tournaments scheduled. Booked a new outing on September 10<sup>th</sup> for NE Senior Golf Association. It is a 120 man outing with a 9:00am shotgun start. Could the City look at doing a one-day special events liquor license for the event? There is a possibility that this outing could be booked in future years. Events scheduled through October. Cross-country meets will take place on one of the nines and it will leave the other nine holes open for golf.
- E. Course conditions and projects. Heat and humidity are causing some issues on the course.

### **III. OTHER BUSINESS**

- A. Next Meeting Thursday, September 20, 2018.

### **IV. ADJOURN**

Kramer motioned, Carda second. Motion carried 6-0.

09/07/18

Fox Run Golf Course  
Statement of Revenues & Expenses

	01Aug2018 31Aug2018	01Aug2017 31Aug2017	01Jan2018 31Aug2018	01Jan2017 31Aug2017	Legal Budget
Direct Revenues:					
Concessions	28,448.32	29,705.74	132,745.36	126,940.26	161,700.00
Pro Shop	10,545.56	14,319.67	60,253.59	57,892.45	91,200.00
Course	35,520.92	45,150.23	373,964.22	408,898.63	466,900.00
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Total Direct Revenues	74,514.80	89,175.64	566,963.17	593,731.34	719,800.00
Direct Expenses:					
Concessions	20,046.16	13,389.19	52,655.30	46,444.44	62,700.00
Pro Shop	684.47	6,177.25	61,301.21	59,627.27	45,000.00
Course	19.96	7,498.00	46,437.77	38,483.91	38,500.00
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Total Direct Expenses	20,750.59	27,064.44	160,394.28	144,555.62	146,200.00
Add Beginning Inventory					
Less Ending Inventory					
Net Direct Income (Loss)					
Indirect Revenues -	200.02	.16	1,179.33	(2.63)	1,000.00
Indirect Expenses:					
Personal Services	34,282.04	33,658.86	260,717.75	270,486.48	405,872.00
Insurance		99.47	6,832.04	6,359.40	6,710.00
Professional Services	11,644.83	2,189.38	34,018.92	17,710.43	22,900.00
Advertising	450.00	481.94	7,161.29	6,099.95	4,500.00
Repair & Maintenance	15,107.27	2,050.02	53,122.10	32,517.59	52,500.00
Supplies & Materials	11,352.99	15,112.14	44,060.77	46,626.34	59,600.00
Travel, Conference & Dues			2,249.45	1,370.56	3,250.00
Utilities	5,410.93	4,940.51	20,136.47	20,314.32	37,600.00
Billing and Administration					
Depreciation	5,893.62	4,218.78	42,124.44	33,750.24	55,745.00
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Total Indirect Expenses	84,141.68	62,751.10	470,423.23	435,235.31	648,677.00
Net Operating Income	(30,177.45)	(639.74)	(62,675.01)	13,937.78	(74,077.00)
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Capital Outlay			48,342.00	90,747.98	82,000.00
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Fox Run Golf Course  
Statement of Revenues

	01Aug2018 31Aug2018	01Aug2017 31Aug2017	01Jan2018 31Aug2018	01Jan2017 31Aug2017	Legal Budget
<b>Concessions</b>					
CASH Long	327.46	96.95	1,647.49	1,012.95	1,000.00
PREPARED FOOD	7,223.35	7,789.81	36,342.08	32,827.44	40,000.00
PRE-PACKAGED FOOD	847.29	1,263.83	4,203.11	5,531.12	10,700.00
BEER	17,005.68	17,282.36	75,905.05	72,898.61	85,000.00
BOTTLED POP	3,044.54	3,272.79	14,647.63	14,670.14	25,000.00
MISCELLANEOUS CONCESSIONS					
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Total Concessions	28,448.32	29,705.74	132,745.36	126,940.26	161,700.00
<b>Pro Shop</b>					
GOLF BALLS	2,741.11	2,300.12	15,042.76	11,801.08	19,000.00
GLOVES	1,125.46	931.77	4,620.27	3,719.54	6,000.00
GOLF CAPS/VISORS	773.88	1,028.92	2,647.74	3,266.52	7,000.00
MERCHANDISE	2,814.24	5,186.28	11,655.05	14,697.25	16,000.00
MERCHANDISE NON-TAX					200.00
GOLF EQUIPMENT	2,809.57	3,637.99	22,338.93	17,129.44	30,000.00
MISCELLANEOUS MERCHANDISE			42.96		
CLUB REPAIRS	281.30	1,093.72	3,069.99	5,569.56	11,000.00
LESSONS		140.87	835.89	1,709.06	2,000.00
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Total Pro Shop	10,545.56	14,319.67	60,253.59	57,892.45	91,200.00
<b>Course</b>					
SIMULATOR			5,795.59	4,723.53	7,000.00
SIMULATOR NON-TAXABLE					600.00
SEASON PASS		177.67	141,757.53	166,590.08	169,000.00
SEASON PASS NON-TAX					3,500.00
GREEN FEES-WEEKENDS/HOLIDAYS	10,606.49	12,529.32	41,579.43	45,099.80	52,000.00
GRREN FEES NON-TAX	157.27		2,792.65	1,982.48	6,500.00
GREEN FEES - WEEKDAYS	8,825.14	14,151.57	43,909.16	49,204.18	70,000.00
GOLF CAR RENTAL	13,226.92	15,009.83	73,492.22	67,210.95	73,000.00
GOLF CAR STORAGE (NON-TAX)			16,292.48	20,413.49	21,600.00
TRAIL FEES			21,753.74	23,589.47	29,000.00
PULL CART RENTAL	3.74	97.24	228.14	407.66	500.00
GOLF CLUB RENTAL			122.87		800.00
DRIVING RANGE	2,130.67	2,484.60	14,076.71	14,711.45	18,500.00
DRIVING RANGE NON-TAX	300.00	300.00	524.00	323.53	800.00
HANDICAPING			7,308.56	8,285.43	8,500.00
LEAGUES					
JUNIOR GOLF PROGRAM			3,685.45	4,452.58	4,000.00
GOLF CART WRAPS		400.00	375.00	1,900.00	1,000.00
LEAGUE SOFTWARE ADS				4.00	
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Total Course	35,520.92	45,150.23	373,964.22	408,898.63	466,900.00
Total Direct Revenues	74,514.80	89,175.64	566,963.17	593,731.34	719,800.00
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Fox Run Golf Course  
Statement of Expenditures

	01Aug2018 31Aug2018	01Aug2017 31Aug2017	01Jan2018 31Aug2018	01Jan2017 31Aug2017	Legal Budget
<b>Concessions</b>					
CASH SHORT	368.17	24.97	1,824.52	737.98	1,200.00
PREPARED FOODS	9,591.25	5,203.35	22,203.87	18,911.87	22,000.00
CANDY	400.15	384.80	1,795.15	1,544.20	3,500.00
BEER	7,681.68	6,340.10	21,720.98	20,384.05	27,000.00
POP	2,004.91	1,435.97	5,110.78	4,866.34	9,000.00
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Total Concessions	20,046.16	13,389.19	52,655.30	46,444.44	62,700.00
<b>Pro Shop</b>					
GOLF BALLS		265.95	11,569.17	6,466.38	10,000.00
GLOVES		229.18	3,320.80	3,237.68	3,000.00
GOLF CAPS/VISORS		104.74	1,897.62	892.84	1,000.00
MERCHANDISE	213.16	2,613.40	11,756.73	24,080.15	10,000.00
GOLF EQUIPMENT	460.87	1,141.66	32,640.30	22,088.28	15,000.00
TRADE IN GOLF EQUIPMENT					
CLUB REPAIRS	10.44	1,822.32	116.59	2,861.94	6,000.00
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Total Pro Shop	684.47	6,177.25	61,301.21	59,627.27	45,000.00
<b>Course</b>					
GOLF CAR RENTAL		150.00	34,264.64	25,985.81	25,500.00
REIMBURSEMENT-GOLF SHED RENTAL					
PULL CART RENTAL					
DRIVING RANGE			4,704.00	4,109.00	4,200.00
HANDICAPING		7,348.00	6,869.00	7,348.00	7,800.00
JUNIOR GOLF PROGRAM	19.96		548.56	1,041.10	1,000.00
GOLF CART WRAPS					
LEAGUE SOFTWARE ADS					
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Total Course	19.96	7,498.00	46,437.77	38,483.91	38,500.00
Total Direct Expenditures	20,750.59	27,064.44	160,394.28	144,555.62	146,200.00
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