

AGENDA

FOX RUN GOLF ADVISORY BOARD

**Thursday, December 17, 2015
Fox Run Golf Course Clubhouse – 12:00 P.M.**

I. ROUTINE BUSINESS

- A. Roll Call.
- B. Consideration of November minutes (attachment).
- C. Public Appearances

II. OLD BUSINESS

- A. No Old Business

III. NEW BUSINESS

- A. Year-to-Date round report and season pass report from Kevin and course software. Kevin will provide documents at meeting.
- B. City financial from the city software through November 30 (attachment). Monthly and Year-To-Date Comparisons document (attachment). Todd is working with the finance department to refund the billing and administration fee for 2015. In 2016, the discussion will continue with the Commission to eliminate that fee for 2016 and beyond. The 2016 rates have been approved by the Commission.
- C. Update on staffing plan for 2016. The Commission approved moving forward with adding two more full-time employees to work along with Kevin in the clubhouse. Kevin and Todd will work to update the job descriptions created in the fall and then start advertising. The Commission also wants to hire a consultant, based on a reasonable proposal fee, to evaluate all golf operations in 2016. At this time, the Commission is not interested in an outside vendor with a management agreement for the course. This outside vendor option could be discussed again after the evaluation results are received from the consultant in 2016.
- D. Marketing for 2016- Kevin email to course patrons about facility and operation improvements for 2016. Kevin email to league members about changes for 2016. Todd is working to create the proposal for a Yankton Recreation Pass that would include discounted rates for those who are members at both Fox Run Golf Course and the Summit Activities Center. Included in this proposal will be an option for Fantle Memorial Pool also. Todd will get a proposal from Great Life Golf and Fitness about being an affiliate only. If Great Life is interested in Fox Run being an affiliate and does provide a proposal, that will need to be reviewed with the Golf Advisory Board. Todd and Kevin will look to expand on the advertising that was done in 2015.
- E. Simulator and winter plans - Kevin.
- F. Course conditions and projects – Rockie. Todd and Kevin will meet with Rockie next week to begin updating the five-year Capital Plan starting in 2016 based on the Commission’s willingness to improve the course.

IV. OTHER BUSINESS

- A. Next Meeting date Thursday, December 17, 2015.

V. ADJOURN

MINUTES

FOX RUN GOLF ADVISORY BOARD

**Thursday, November 19, 2015
Fox Run Golf Course Clubhouse – 12:00 P.M.**

Routine Business

Roll Call:

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

Absent: Steve Sager

Also present were PGA Pro/Course Manager Kevin Doby, Course Superintendent Rockie Wampol, Director of Parks and Recreation Todd Larson, and Parks Secretary Chasity McHenry

Public Appearances: Karol Kittelson, Daryl Sundleaf

Minutes:

October 22, 2015 minutes approved. Kohoutek motioned, Brinkerhoff second.
Motion carried 6-0.

Old Business

A. No old business.

New Business

- A. Year-to-Date round report and season pass report- Kevin provided Year-to-Date document through October 31 from course software (attached). Paid green fees are up in 2015. Staff heard more from people coming in to golf from the campground. People golfing from the Sioux City area also. Advertising this year included the lake guide, Sioux City Journal advertising, and South Dakota Magazine.
- B. Revenue report from City financial software. City financials from the city software through October 31 (attached). Monthly and Year-To-Date Comparisons document (attached).
- C. Update on staffing plan for 2016. Monday, November 23, 6:00pm, the Commission Work Session at the RTEC building. Fox Run 2016 plans will be discussed at the work session. The work session is a public meeting that anyone can attend and speak if they wish. Three options will be discussed with the Commission. One option is adding two more full-time employees to work along with Kevin. The second option is working with Dakota Golf Management. What we've heard from Dakota Management- Sioux Falls Courses Lease is up for renewal in 2017. Their focus will be on that contract in 2016. They would be willing to do some consulting at Fox Run in 2016. The third option was Great Life Golf and Fitness- they are reviewing the course financials. They will be submitting a proposal prior to November 23, but we do not know what type of management agreement they will propose. Attachments detailing the information that will be presented to the Commission are attached.

- D. Simulator and winter plans. Simulator leagues are underway, but Kevin could not get enough ladies' teams for a league. The Course has 14 men's teams, which is two less than last year.

- E. Course conditions and projects –Rockie. The course has been winterized. Greens have been treated for snow mold and with sand. Rockie planted five spruce trees, one hackberry tree and two locust. Five or six trees could be moved next spring also. Work in the pump house resulted in a loose wire on the relays for the actuator. Wire re-attached and it seems to be working now. If it continues to work properly, that will have saved \$5,000 as the next step was going to be to put in a variable drive motor.

Other Business

- A. Next Meeting Date – Thursday, December 17, 2015. The GAB meetings will be moved to Thursdays through October of 2016.

Meeting Adjourned

- A. Doby motioned, Kortan second. Motion carried 6-0.

12/10/15

Fox Run Golf Course
Statement of Revenues & Expenses

	01Nov2015 30Nov2015	01Nov2014 30Nov2014	01Jan2015 30Nov2015	01Jan2014 30Nov2014	Legal Budget
Direct Revenues:					
Concessions	1,665.40	1,125.31	142,662.20	145,183.77	172,900.00
Pro Shop	4,628.99	6,271.18	131,519.50	140,403.33	192,350.00
Course	3,413.51	2,242.96	464,859.06	451,164.04	509,500.00
	-----	-----	-----	-----	-----
Total Direct Revenues	9,707.90	9,639.45	739,040.76	736,751.14	874,750.00
Direct Expenses:					
Concessions	3,500.77	1,150.16	61,957.70	69,770.77	68,575.00
Pro Shop	15,270.41	1,671.40	119,064.12	110,145.53	117,400.00
Course	150.00	1,745.00	26,830.81	39,722.24	37,500.00
	-----	-----	-----	-----	-----
Total Direct Expenses	18,921.18	4,566.56	207,852.63	219,638.54	223,475.00
Add Beginning Inventory					
Less Ending Inventory					
Net Direct Income (Loss)					
Indirect Revenues -	9.84	.12	1,784.26	751.72	650.00
Indirect Expenses:					
Personal Services	22,399.02	22,988.61	317,985.77	311,775.97	360,227.00
Insurance			6,015.68	5,903.81	5,460.00
Professional Services	730.39	697.94	13,703.49	15,621.71	25,500.00
Advertising	413.00	124.88	7,469.30	10,331.16	6,100.00
Repair & Maintenance	3,373.76	1,681.36	37,368.69	47,631.35	57,500.00
Supplies & Materials	224.55	5,373.26	45,161.61	54,839.10	60,300.00
Travel, Conference & Dues		72.15	1,147.61	1,405.53	5,800.00
Utilities	2,802.77	2,957.27	27,383.72	26,572.17	34,400.00
Billing and Administration			67,340.00	67,340.00	67,340.00
Depreciation	5,128.69	4,877.22	55,158.24	53,666.87	55,745.00
	-----	-----	-----	-----	-----
Total Indirect Expenses	35,072.18	38,772.69	578,734.11	595,087.67	678,372.00
Net Operating Income	(44,275.62)	(33,699.68)	(45,761.72)	(77,223.35)	40,893.00
	=====	=====	=====	=====	=====
Capital Outlay			56,545.91	49,785.33	114,000.00
	=====	=====	=====	=====	=====

12/10/15

Fox Run Golf Course
Statement of Revenues

1

	01Nov2015 30Nov2015	01Nov2014 30Nov2014	01Jan2015 30Nov2015	01Jan2014 30Nov2014	Legal Budget
Concessions					
CASH Long	30.56	79.17	1,744.20	1,151.55	600.00
PREPARED FOOD		13.09	28,206.89	31,170.63	39,600.00
PRE-PACKAGED FOOD	187.38	105.12	10,705.11	7,236.51	7,700.00
BEER	1,104.70	715.69	77,475.06	84,600.45	99,000.00
BOTTLED POP	342.76	212.24	24,530.94	21,024.63	26,000.00
MISCELLANEOUS CONCESSIONS					
	-----	-----	-----	-----	-----
Total Concessions	1,665.40	1,125.31	142,662.20	145,183.77	172,900.00
Pro Shop					
GOLF BALLS	822.66	843.59	20,205.42	18,297.19	26,000.00
GLOVES	193.00	318.19	6,996.09	5,611.85	7,000.00
GOLF CAPS/VISORS	328.55	218.44	9,727.31	5,163.70	8,000.00
MERCHANDISE	911.90	1,303.06	30,716.48	30,618.43	50,000.00
MERCHANDISE NON-TAX			897.05	456.00	2,000.00
GOLF EQUIPMENT	2,142.89	1,764.72	42,049.68	57,452.34	65,000.00
MISCELLANEOUS MERCHANDISE				778.70	50.00
CLUB REPAIRS	229.99	723.18	8,059.92	10,869.11	11,000.00
LESSONS			5,467.55	5,556.01	8,000.00
GOLF CART ADS		1,100.00	7,400.00	5,600.00	15,300.00
	-----	-----	-----	-----	-----
Total Pro Shop	4,628.99	6,271.18	131,519.50	140,403.33	192,350.00
Course					
SIMULATOR	75.70		2,950.36		
SIMULATOR NON-TAXABLE			585.00		
SEASON PASS			167,194.95	173,298.96	195,000.00
SEASON PASS NON-TAX			3,521.69	3,386.82	3,500.00
GREEN FEES-WEEKENDS/HOLIDAYS	934.07	523.03	51,359.32	55,852.51	75,000.00
GRREN FEES NON-TAX			11,854.85	14,277.62	6,500.00
GREEN FEES - WEEKDAYS	1,062.15	1,408.32	78,721.00	66,870.24	70,000.00
GOLF CAR RENTAL	1,254.49	237.80	61,780.63	63,390.61	75,000.00
GOLF CAR STORAGE (NON-TAX)			25,815.09	19,500.93	21,500.00
TRAIL FEES	28.06		28,632.25	26,296.72	30,000.00
PULL CART RENTAL			261.80	255.19	300.00
GOLF CLUB RENTAL		43.45	637.14	848.70	1,100.00
DRIVING RANGE	59.04	30.36	18,846.42	13,194.46	15,000.00
DRIVING RANGE NON-TAX			568.16	499.36	600.00
HANDICAPING			7,053.40	8,557.92	9,000.00
LEAGUES					1,500.00
JUNIOR GOLF PROGRAM			5,077.00	3,719.00	4,000.00
	-----	-----	-----	-----	-----
Total Course	3,413.51	2,242.96	464,859.06	451,164.04	509,500.00
Total Direct Revenues	9,707.90	9,639.45	739,040.76	736,751.14	874,750.00
	=====	=====	=====	=====	=====

12/10/15

Fox Run Golf Course
Statement of Expenditures

1

	01Nov2015 30Nov2015	01Nov2014 30Nov2014	01Jan2015 30Nov2015	01Jan2014 30Nov2014	Legal Budget
Concessions					
CASH SHORT	34.45	65.79	1,949.28	1,011.83	500.00
PREPARED FOODS	1,682.21	482.71	21,126.28	26,951.82	27,000.00
CANDY	320.35	215.10	4,151.72	3,562.20	4,000.00
BEER	847.65	229.80	25,820.85	28,680.26	28,000.00
POP	616.11	156.76	8,909.57	9,564.66	9,000.00
	-----	-----	-----	-----	-----
Total Concessions	3,500.77	1,150.16	61,957.70	69,770.77	68,575.00
Pro Shop					
GOLF BALLS	261.26	2,315.65	34,415.07	19,752.30	19,000.00
GLOVES	1,682.12		2,529.79	2,828.59	3,200.00
GOLF CAPS/VISORS	2,869.88		7,952.08	1,500.47	4,200.00
MERCHANDISE	7,464.00	892.97	31,038.89	25,501.89	36,000.00
GOLF EQUIPMENT	2,950.49	(1,939.24)	37,757.90	52,713.29	49,000.00
TRADE IN GOLF EQUIPMENT					
CLUB REPAIRS	42.66	402.02	5,370.39	7,336.01	6,000.00
	-----	-----	-----	-----	-----
Total Pro Shop	15,270.41	1,671.40	119,064.12	110,145.53	117,400.00
Course					
GOLF CAR RENTAL	150.00	1,745.00	24,930.81	28,205.81	26,000.00
REIMBURSEMENT-GOLF SHED RENTAL				342.25	
PULL CART RENTAL				852.00	900.00
DRIVING RANGE			1,750.00	2,297.23	2,500.00
HANDICAPING				7,725.00	7,100.00
JUNIOR GOLF PROGRAM				299.95	1,000.00
	-----	-----	-----	-----	-----
Total Course	150.00	1,745.00	26,830.81	39,722.24	37,500.00
Total Direct Expenditures	18,921.18	4,566.56	207,852.63	219,638.54	223,475.00
	=====	=====	=====	=====	=====

Fox Run Golf Course
Statement of Revenues

	01Sep2015 30Sep2015	01Sep2014 30Sep2014	01Oct2015 31Oct2015	01Oct2014 31Oct2014	01Nov2015 30Nov2015	01Nov2014 30Nov2014	01Jan2015 30Nov2015	01Jan2014 30Nov2014	
GOLF COURSE									
CASH LONG/SHORT									
641.3701	151	70	150	272	31	79	1,744	1,152	151
641.641.701	458	18	163	258	34	66	1,949	1,012	193
Difference	(307)	51	(13)	14	(4)	13	(205)	140	(147)
PREPARED FOODS									
641.3710	2,219	3,798	3,625	2,215		13	27,145	30,231	90
641.3711 Non-Taxable			(827)	(872)			(1,062)	(940)	113
641.641.710	4,266	4,904	2,287	3,576	1,682	483	21,126	26,952	78
Difference	(2,047)	(1,106)	2,165	(490)	(1,682)	(470)	7,081	4,219	168
PRE-PACKAGED FOOD									
641.3714	919	1,104	674	453	187	105	10,705	7,237	148
641.641.714	383	609		462	320	215	4,152	3,562	117
Difference	535	495	674	(9)	(133)	(110)	6,553	3,674	178
BEER									
641.3718	9,089	11,105	5,197	3,869	1,105	716	77,475	84,600	92
641.641.718	4,120	3,980	2,492	3,431	848	230	25,821	28,680	90
Difference	4,969	7,125	2,705	438	257	486	51,654	55,920	92
BEVERAGES									
641.3720	2,197	2,805	1,989	1,075	343	212	24,531	21,025	117
641.641.720	1,339	1,076	301	1,050	616	157	8,910	9,565	93
Difference	858	1,729	1,688	25	(273)	55	15,621	11,460	136
SEASON PASS									
641.3740		609					167,195	173,299	96
SEASON PASS NON-TAXABLE									
641.3741							3,522	3,387	104
GREEN FEES-WEEKENDS/HOLIDAYS									
641.3742	5,409	12,867	4,843	2,204	934	523	51,359	55,853	92
GREEN FEES NON-TAXABLE									
641.3743	42	172	2,325				11,855	14,278	83
GREEN FEES - WEEKDAYS									
641.3744	4,993	10,411	10,870	1,238	1,062	1,408	78,721	66,870	118
GOLF CAR RENTAL									
641.3746	4,983	9,965	4,085	2,366	1,254	238	61,781	63,391	97
641.3747 Non-Taxable								1,215	
641.641.746	325	225			150	1,745	24,931	28,206	88
Difference	4,658	9,740	4,085	2,366	1,104	(1,507)	36,850	36,400	101

Fox Run Golf Course
Statement of Revenues

	01Sep2015 30Sep2015	01Sep2014 30Sep2014	01Oct2015 31Oct2015	01Oct2014 31Oct2014	01Nov2015 30Nov2015	01Nov2014 30Nov2014	01Jan2015 30Nov2015	01Jan2014 30Nov2014	
GOLF CAR STORAGE (NON-TAX)									
641.3749	9	181					25,815	19,501	132
641.641.749								342	
Difference	9	181					25,815	19,159	135
TRAIL FEES									
641.3750	70	247	65	26	28		28,632	26,297	109
PULL CART RENTAL									
641.3752	4	11	19				262	255	103
641.641.752								852	
Difference	4	11	19				262	(597)	(44)
GOLF CLUB RENTAL									
641.3753	31	31	16	97		43	637	849	75
DRIVING RANGE									
641.3754	1,258	729	593	233	59	30	18,846	13,194	143
641.3755 NON-TAXABL		50					568	499	114
641.641.754							1,750	2,297	76
Difference	1,258	778	593	233	59	30	17,665	11,397	155
HANDICAPING									
641.3756							7,053	8,558	82
641.641.756				820				7,725	
Difference				(820)			7,053	833	847
GOLF BALLS									
641.3760	1,894	3,870	2,214	2,096	823	844	20,205	18,297	110
641.641.760	5,843			5,545	261	2,316	34,415	19,752	174
Difference	(3,949)	3,870	2,214	(3,449)	561	(1,472)	(14,210)	(1,455)	977
GLOVES									
641.3762	773	892	619	667	193	318	6,996	5,612	125
641.641.762				519	1,682		2,530	2,829	89
Difference	773	892	619	148	(1,489)	318	4,466	2,783	160
GOLF CAPS/VISORS									
641.3764	700	732	835	558	329	218	9,727	5,164	188
641.641.764	1,893				2,870		7,952	1,500	530
Difference	(1,193)	732	835	558	(2,541)	218	1,775	3,663	48
MERCHANDISE									
641.3766	3,684	5,362	3,637	3,785	912	1,303	30,716	30,618	100
641.3767 NON-TAXABL			(543)				(897)	(456)	197
641.641.766	6,696		193	1,811	7,464	893	31,039	25,502	122
Difference	(3,012)	5,362	3,987	1,974	(6,552)	410	575	5,573	10

Fox Run Golf Course
Statement of Revenues

	01Sep2015 30Sep2015	01Sep2014 30Sep2014	01Oct2015 31Oct2015	01Oct2014 31Oct2014	01Nov2015 30Nov2015	01Nov2014 30Nov2014	01Jan2015 30Nov2015	01Jan2014 30Nov2014	
GOLF EQUIPMENT									
641.3768	2,330	8,353	4,526	4,954	2,143	1,765	42,050	57,452	73
641.641.768	6,725	460		13,362	2,950	(1,939)	37,758	52,713	72
Difference	(4,395)	7,892	4,526	(8,408)	(808)	3,704	4,292	4,739	91
MISCELLANEOUS MERCHANDISE									
641.3770				663				779	
641.641.770									
Difference				663				779	
JUNIOR GOLF PROGRAM									
641.3788			592				5,077	3,719	137
641.641.788								300	
Difference			592				5,077	3,419	148
CLUB REPAIRS									
641.3790	688	968	583	1,298	230	723	8,060	10,869	74
641.641.790			381	1,883	43	402	5,370	7,336	73
Difference	688	968	202	(585)	187	321	2,690	3,533	76
LESSONS									
641.3792	642	231	75	259			5,468	5,556	98
641.641.792									
Difference	642	231	75	259			5,468	5,556	98
GOLF CART ADS									
641.3793			4,700	1,800		1,100	7,400	5,600	132
MISCELLANEOUS									
641.641.791								513	
TOTAL REVENUES	42,084	74,562	53,600	31,000	9,708	9,639	739,041	736,751	100
TOTALS EXPENDITURES	32,049	11,273	5,816	32,718	18,921	4,567	207,853	219,639	95
DIFFERENCE	10,035	63,289	47,784	(1,718)	(9,213)	5,073	531,188	517,113	103

November Averages
not including
current year

		Nov. 2015	Nov. 2014	Nov. 2013	Nov. 2012	Nov. 2011	Nov. 2010
Direct Revenue							
Concessions	\$ 2,041	\$ 1,665	\$ 1,125	\$ 1,606	\$ 2,384	\$ 3,278	\$ 1,811
Pro Shop	\$ 6,240	\$ 4,629	\$ 6,271	\$ 6,790	\$ 4,226	\$ 6,319	\$ 7,595
Course	\$ 5,883	\$ 3,414	\$ 2,243	\$ 2,926	\$ 2,888	\$ 17,546	\$ 3,814
Total Direct Revenue	\$ 14,165	\$ 9,708	\$ 9,639	\$ 11,322	\$ 9,498	\$ 27,143	\$ 13,220
Direct Expenses	\$ 5,676	\$ 18,921	\$ 4,567	\$ 1,481	\$ 9,833	\$ 5,684	\$ 6,814
Indirect Expenses	\$ 37,256	\$ 35,072	\$ 38,773	\$ 39,458	\$ 38,731	\$ 36,553	\$ 32,763
Net Operating Income	\$ (28,730)	\$ (44,276)	\$ (33,700)	\$ (29,616)	\$ (39,057)	\$ (15,035)	\$ (26,241)

YTD Averages
not including
current year

		YTD 2014	YTD 2013	YTD 2012	YTD 2011	YTD 2010
Direct Revenue						
Concessions	\$ 156,582	\$ 142,662	\$ 145,184	\$ 151,431	\$ 164,547	\$ 149,045
Pro Shop	\$ 153,198	\$ 131,520	\$ 140,403	\$ 143,563	\$ 155,128	\$ 128,814
Course	\$ 458,139	\$ 464,859	\$ 451,164	\$ 412,816	\$ 458,070	\$ 455,829
Total Direct Revenue	\$ 767,919	\$ 739,040	\$ 736,751	\$ 707,810	\$ 777,745	\$ 733,688
Direct Expenses	\$ 232,604	\$ 207,853	\$ 219,639	\$ 221,205	\$ 258,492	\$ 190,941
Indirect Expenses	\$ 561,744	\$ 578,734	\$ 595,088	\$ 570,160	\$ 584,358	\$ 531,085
Net Operating Income	\$ (21,550)	\$ (45,762)	\$ (77,223)	\$ (82,784)	\$ (49,020)	\$ 17,803

Total Year End Revenue	\$ 760,272	\$ 728,168	\$ 789,068	\$ 699,536	\$ 897,608
Total Year End Expenses	\$ 878,353	\$ 864,924	\$ 889,065	\$ 796,970	\$ 868,505
Balance	\$ (118,081)	\$ (136,756)	\$ (99,997)	\$ (97,434)	\$ 29,103

Highest amount

Lowest amount