

Prairie Trails Golf Advisory Board

Prairie Trails Advisory Board Meeting January 29, 2018

6:00 P.M.

1. Approve September 25, 2017 and October 30, 2017 minutes.
2. Discussion about rebranding the golf course
 - a. Suggested Motion:
_____ moved to change the name of the golf course to _____, and the logo to _____, and send it do the City Commission for review.
_____ seconded the motion.
3. Suggested change in the bylaws
 - a. Suggested Motion:
_____ moved to approve the suggested changes in the bylaws and send it to the City Commission for review.
_____ seconded the motion.
4. Advisory Board Applications
 - a. Terms Expiring in 2018
 - i. Brad Demo
 - ii. Carol Lee
 - iii. Jake Currier
 - iv. Keith Bell
5. New Business
 - a. Keith requested a discussion of the height of the rough to be maintained throughout the year.
6. Reports from staff
 - a. Pass Holder Update
 - i. 2018 Annual Pass Applications
 - b. Course Utilization
 - c. Course Maintenance
7. Adjournment

2018 Meeting Schedule (Remainder to be determined by bylaws discussion)

March 26, 2018

EL DORADO GOLF COURSE

NAME/LOGO IDEAS



EL DORADO COMMUNITY
GOLF COURSE



Prairie Trails Advisory Board Bylaws

City of El Dorado

Purpose:

The Prairie Trails Advisory Board was established on May 3, 2011 by the El Dorado City Commission. The board was created to advise the governing body on matters relating to the development, maintenance, improvement and operation of Prairie Trails, a municipal golf course and dining facility.

Policies:

This board shall:

- Follow the adopted policies and procedures set forth by the City Commission.
- Promote the game of golf and the Prairie Trails course through the education of the users of the golf course.
- Provide information to the users of the facility and others regarding the maintenance and improvement of the same.
- Receive input, suggestions, complaints and comments from users regarding the facility.
- Review all major proposals for improvements of the facility and make reports and recommendations to the Prairie Trails staff who will provide those to the City Manager and Commission.
- Appoint one board member to attend a City Commission meeting each year at which they will assist staff in providing an update of activities at the course.

Membership:

- The board consists of seven (7) members appointed by the City Commission who serve three (3) year terms.
- Terms expire on May 30th.
- Terms are staggered so that two (2) member terms expire every year except on every third year when three (3) member terms expire.
- There will be a two (2) term limit. After serving two terms, a member must “sit out” for one term before applying for the board again.
- A quorum of four (4) members is required to hold a meeting.
- Five (5) of the board members must reside within the city limits of the City of El Dorado.
- The committee will elect a chair person and vice-chair person in July who will serve for a period of one year beginning at the following meeting. The vice-chair shall serve in the absence of the chair.

Meetings:

- The board meets on the fourth (4th) Monday of each of the following months: **January**, March, **May** ~~June~~, **July**, September and **November** ~~December~~.
- The meeting will take place at ~~5:30 p.m. in the main dining room at Prairie Trails~~ **6:00 p.m. at City Hall.**

- Special meetings may be called with two (2) days prior notice.



**Prairie Trails Advisory Board
September 25, 2017
Minutes**

Members Present:

Rose Wilson
Keith Bell
Rollen Fooshee
Charlie Hansen
Jake Currier
Carol Lee (arrived at 5:58 p.m.)

Members Absent:

Brad Demo

Visitors:

Commission Representative:

Nick Badwey

Staff Present:

Jason Hughey Tim Young Jason Reiswig Tabitha Sharp Kevin Wishart

The meeting was called to order at 5:37 p.m.

Rollen moved to approve the minutes as presented.

Charlie seconded the motion.

Motion carried 4 – 0.

Facilities

- Kevin Wishart asked the board for feedback on the pool. He stated that the average attendance per day is 12 patrons. To repair the problems with the current pump house, staff are estimating \$40,000 to \$60,000. He also stated that if we were to open it back up, there would be daily expenses for the pool.
- Kevin stated that currently, the building is only being utilized on the south side. It needs significant updates in order to be available for rentals. He asked for feedback on the current building versus doing larger improvements to the course.
- Rollen stated that without these amenities, no one will want to join.
- Keith stated that he was surprised that there were only a dozen people a day. He stated that there probably isn't anyone who wouldn't like to have it open. He also stated that it was pretty windy out here on the hill top for a golf course. He stated that the history of the building is different because it was private and centered on a chef. He said that closing the bar was a bad idea.
- Rose said she had heard that if they wanted beer, they couldn't get one because there was no one to sell it to them.
- Rose stated that since the city took over it has changed because it is no longer private.
- Charlie asked what would happen to the pool.
- Kevin stated that it would probably be filled in and turned into a grassy area or a patio.
- Jake asked if we knew what attendance would be required to make it work.

- Kevin stated that it would never be profitable because of its size.
- Rose said it doesn't look feasible based on numbers.
- Jake asked if there was anything else we could do with the area.
- Kevin stated that over the course of time there could be a plan to use it, but initially it will be open space.
- Rollen, Charlie and Jake agreed to fill it in.
- Carol agreed that it should be filled in.
- Keith stated that he didn't see the economic benefit in keeping it open, it would be nice, but not viable.

Ride Around Report

- Jason Reiswig stated that the flower beds on one have been cleaned.
- The fairways on 1, 8 and 10 have been widened.
- Some of the things, including trees will be taken care of in the winter.
- Rose asked if they wanted to do the other 9 holes.
- Keith stated that these were specific items, but these were types of problems that needed to be addressed. He stated that we didn't need to go do another list until staff were able to provide a plan for how to address them.
- The rest of the board agreed.
- Charlie stated that these things needed to continually be addressed.
- Keith asked if it was possible to contract with a plumber or irrigation company to repair water leaks because Jason Reiswig has better things to do with his time.
- Nick stated that most plumbers make about \$85 per hour.
- Jason Reiswig stated that there isn't anyone around that would do it.
- Keith asked if we had looked.
- Jake stated that it costs less for staff to do it.
- Keith asked if we could hire another employee to dig the holes that makes less so that Jason Reiswig could work on this list.
- Nick stated that the course is woefully understaffed and there is a lot to take care of.
- Rollen asked what kind of pipe they were going back with.
- Jason Reiswig stated that they are using schedule 40, in some cases he uses 80 and some bolt on tees to help prevent the problems in the future. He stated that he uses those in the high pressure areas.
- Charlie asked if he thought they were aware of all of the leaks. He asked if they wanted golfers to tell them.
- Jason Hughey said to please call in and let them know so that we are sure to catch them all.

New Business

- Rollen asked if meeting once per quarter was enough and should they meet more.
- Jake stated that they could call special meetings any time.
- Keith stated that he felt that if board members couldn't commit to two hours every two weeks than they shouldn't be on the board. He thought they should meet once per month.
- Nick stated that the Commission listens to the advisory boards input all of the time. He asked for clarification on the authority of the advisory board.

- Keith stated that previous members stated that they did not have authority on final decisions.
- Nick stated that if they would like final input, they only need to run for Commission.
- Keith stated that he had received several comments regarding the course and stated that piddly work was being doing in the winter instead of the real work, like the wildcat and grizzly tees.
- Jason Hughey stated that those tees were on the course in an effort to include other people from the city.
- Nick stated that when the advisory boards make recommendations very seriously, he has only voted against a recommendation one time.
- Keith asked why the board didn't make recommendations on the tees.
- Tabitha stated that it was because a quorum could not be met after several attempts to get a meeting last year. She stated that if he would like to make a motion and get a vote than it would go to the Commission.
- Keith stated he wasn't ready to make a decision without consulting with the golfers.
- Rose stated that they would ask the golfers and call a special meeting next month.
- Charlie stated that there just needed to be consistency, and maybe they could try another marker.
- Jason Reiswig stated that he would prefer to go back to the red, white and blue because the rubber grommets don't work on the little flags.
- Kevin stated that this is exactly what the advisory board needs to do, there is now agreement on the pin markers. He stated that it's the advisory board's job to make the recommendation to do something, not how to do something.
- There was agreement to make the flags uniform.
- Jason Hughey stated that it would be done after January 1st.
- Charlie asked if the taller sunflowers and rag weed could be cut down for the people with allergies.
- Keith asked if we could do something about the weeds behind where Dusty Davis used to live because the water leak was drawing mosquitos to that area. He asked what the point was in keeping them.
- Jason Reiswig stated that it just has been there and takes money and time to cut down.
- Keith stated that there could be some rough in that area. He said we shouldn't leave it just because it has always been left there.
- Jason Hughey asked if the mowing would get rid of the skunks.
- Keith stated that they wouldn't be so close to people's houses. He said to re-evaluate it and see if it serves a purpose.

Reports from Staff

Pass Holder Update and Golf Utilization:

- Pass Holder Update, last year was 87 members, this year is 73.
- He stated that he did research on the non-renewals based on Keith's suggestion. He stated that a few had medical issues, a few moved and the others have all played several times this year. He said that the ones that did not renew stated that they didn't play enough to justify the expense.
- Rose said she hasn't had the time to play 18 holes.

- Last year we had done 7,511 and this year we have 12,534, an increase of 5,023 rounds.
- Jake asked if those were more member rounds or paying rounds.
- Tim stated that last year at this time there were 1,600 paid 18 holes and this year it was 2,900.
- He stated that 9 hole fees are down from last year but that was expected because it was only a 9 hole course most of last year.
- Member rounds last year were 10,171, and this year are 13,000
- Charlie asked if he had beer numbers.
- Tim stated that bar sales on Tuesdays after wages were only \$55 and that doesn't include overhead for the building. He stated that on Fridays, after wages, they average \$9.
- Tim stated that the proshop can sell the exact same thing as the bar.
- Jason Hughey agreed, he stated that they only have to order the beer.
- Tim stated that it is less expensive to staff the one room.
- Rollen asked if the city is requiring them to cut wages.
- Tim stated that he has to stay within the budget.
- Kevin stated that it was true to a certain degree. He stated that if the demand is there we can staff it.
- Nick stated that it costs more from the general fund if they go over budget.
- Rose thought it might make people happier if the bar tables were brought in the proshop.
- Tim stated that we would be moving tables a lot for Tuesday nights. He recommended that the board see what the golfers thought.
- Tim stated that he was also trying to keep his customers near the merchandise.

Course Report

- Jason Reiswig stated that somewhere between 25 and 30 repairs on water leaks this year.
- Jason R. stated that they over seeded the fairways on the course. He stated that green surrounds will begin next week. He stated that we will not aerify this year. He stated that he won't aerify the front 9 for another two years. He stated that his staff were trying to keep up with the mowing. He stated that he heard some compliments from the men's tournament this weekend.
- Jake asked if they were going to take care of the crab grass this fall.
- Jason R. stated that they will be doing some things in the fall and will treat for crab grass in early April. He stated that he will spray the front entrance and seed it heavily.
- Jason R. reminded them that the greens are still only a year old and have some development still to come.
- Jason Hughey asked them to continue to remind people to fix their divots.
- Jason R. stated that they are spreading sand lightly to help fix ball marks.
- Rose stated that the path by the cart barn is better.
- Keith asked why the skunks only eat off the fringe instead of the rest.
- Jason R. stated he wasn't sure, they are all sprayed the same. He stated that the animal control officer stated that there has been a big problem this year.
- Charlie asked if they could ask for more help.
- Nick stated that they have taken steps to try and help the budget situation.

- Tabitha stated that revenue needs to be increased because the general fund puts \$250,000 a year into the golf course. She stated that the board needs to work on the business plan to help increase business.
- Jake moved to have another meeting on October 23rd or the 30th.
- Rollen seconded the motion.
- Motion carried 6 – 0.
- Keith stated that he wanted to tell a brief story. He stated that a person that came up to him a month ago and joined and has been a member since 1955. He stated that he said he wasn't going to renew next year. He stated that the person said that golf was a social sport and none of his friends were joining. He stated that when you lose one golfer, you lose others.

Rollen moved to adjourn at 7:10 p.m.

Carol seconded.

Motion carried 6 – 0.

**Prairie Trails Advisory Board
October 30, 2017
Minutes**

Members Present:

Brad Demo
Keith Bell
Rollen Fooshee
Charlie Hansen
Jake Currier
Carol Lee (arrived at 5:33 p.m.)
Rose Wilson (arrived at 5:48 p.m.)

Members Absent:

Visitors:

Dan Young
Bob King
Paul Wallace

Commission Representative:

Nick Badwey

Staff Present:

Jason Hughey Tabitha Sharp

The meeting was called to order at 5:30 p.m.

PROJECT UPDATES

- Jason Hughey stated that they are going to be taking everything off the course, winterize equipment and mow the taller grass down. Will alternate two cups in the greens.
- Jake asked if they had a list.
- Jason stated that they could get one put together.
- Keith asked what they would use for marking the holes.
- Jason stated that the regular flags will still be there. They can just switch cups as they want.
- Keith asked if they could put port-a-potties out.
- Jason stated that they are \$80 per month and they haven't been budgeted.
- Keith stated that people don't go in it, they stand on the north side of #8.
- Jason stated that at this point we are transferring \$258,000 from the General Fund.
- Keith stated that it was about the relationship with the public, not the cost.

NEW BUSINESS

- Brad asked why they have not been able to schedule a tournament.
- Jason stated that the new tournament fees have been approved, so they should call back out.
- Rollen stated that he has talked to several seniors that say the course is too hard to play for them so they don't play anymore.
- Rollen asked for a courtesy cut the first cut out of the fairway.
- Keith asked if the city is considering buying new carts.
- Jason stated that we are working on a plan right now for replacement and will get it to the advisory board as soon as it is complete so that they can review it.
- Keith asked when they would be talking about rates for next year.

- Tabitha stated that at this time we did not anticipate changing them.
- Keith stated that he would like to see the five day rate reinstated. He stated that they don't golf as much when they don't buy a membership. He stated that we are neglecting the customers, and could show appreciation by something like replacing the screen on the window in the restroom.
- Charlie asked if they knew what it would take to get revenue neutral.
- Tabitha said they would have to look.
- Dan asked what staff are doing to close the gap.
- Jason stated that they are working with Molly to advertise. We are relying on word-of-mouth for the new greens. The new tournament structure is intended to increase revenue as well.
- Bob King stated that over the last few months he has heard complaints about the lack of food and trouble looking for golf balls.
- Rollen stated that the course doesn't seem fair to women. He recommended a break for a first time member.
- Carol asked if number 8 on the blind shot could have a flag at the top of the hill so you know someone is there and they don't get hit.
- There were suggestions for a mirror, bell or a light that could help.
- Brad stated that he would like to see another membership type, he didn't know if it would be a five day or something more.
- Jake said that he pays for a seven day and only plays two days a week.
- Rose stated that she heard recently that the bathrooms on 8 need steady maintenance.
- Keith stated that the lights in the men's room in the club house are out. He recommended making a list.
- Tabitha asked the board members to send items for the list to her and they could work on it at the next meeting.
- Charlie asked who is responsible for setting the difficulty of the course.
- Jason stated that when we mow we move the markers so it doesn't get worn down, the pins have three places: front, middle and back.
- Keith stated that some courses have the pin placement marked on the score cards what day the pin would be where.
- Brad asked about the restaurant.
- Tabitha explained that the City was going to try and host some dinners there with a local cook. The hope was that if interest could be sparked, we might be able to work on a more steady service.
- Jake asked how we would market it.
- Jason stated that Molly will be helping with that.
- Jake stated that the next meeting should be in January.
- The board agreed.

Rollen moved to adjourn at 6:28 p.m.

Brad seconded.

Motion carried 7 – 0.