

Lincoln Municipal Golf Advisory Committee meeting minutes

Location: Parks & Recreation Administration Office, 3131 O Street, Third Floor

Date: Thursday, September 23, 2021

Time: 12:00 p.m.

Attendees: Members Present: * Alice Skultety, Bill Allen, Tammy Poe, Joyce McClure, * Casey Karges, * Jason Hutchison, Matt Herman, Mike Calvert, Sherrie Nelson, * Todd Johnson

Members Absent: Dann Husman

Staff Members Present: Casey Crittenden, Chris Meyer, J.J. Yost, * Kyle Oakley, Lynn Johnson, * Sandra Finn, Wade Forman, Denis Vontz, Johnathan Benson, Scott Carlson, Tim Rowland, Roy Rivera

Members of the public present: None

Attended the meeting via Zoom

Agenda items

1. Call to Order: Sherrie Nelson called the meeting to order at 12:05 p.m.

2. Roll Call: Roll call was completed, and quorum was met with ten members present.

Approval of previous minutes: Approval of minutes from the August 26, 2021, meeting. Motion was moved by Alice Skultety and seconded by Matt Herman. Roll call vote was conducted, Tammy Poe and Sherrie Nelson abstained. Alice Skultety, Bill Allen, Joyce McClure, Casey Karges, Jason Hutchison, Matt Herman, Mike Calvert, and Todd Johnson voted Yes. Motion carries.

3. Public Comment: None.

4. Review of Reports:

A. Monthly Report: Wade Foreman informed the group that August had a consistent number of rounds, total number was 30,149 rounds played. Total golf rounds for the fiscal year ended up at 209, 787.

Maintenance updates - Casey Crittenden shared that the teams are finishing up on their fall applications of fertilizers and overseeding. The teams have encountered fall army worm

infestation. Staff has done a great job of mitigating damage by early scouting and mechanical elimination of eggs. The Highlands Maintenance Team along with Denis Vontz and his staff and other maintenance staff workers from other golf courses came together on the Korn Ferry qualifying tournament. Received positive feedback from the players. Old equipment has been maintained operational, some of the equipment is getting to the point that it will need replacing, after doing a quick inventory, Casey concluded that out of 110 pieces, 85 of those pieces of equipment are 8 years or older and out of the 85 pieces, 65 pieces are 10 years or older. After 3,000 hours of use, that is when the staff starts looking at replacing the equipment. Equipment is maintained by staff and when equipment needs to be repaired and maintained more frequently, it limits staff time on other items that are needing to be completed. Casey also mentioned that he is very excited about the progress of the Pioneers Golf Course # 5 fairway. Halfway done with the sodding and will be completed by the 1st week of October.

- B. Monthly Rounds: 209,787 rounds for the fiscal year with Highlands leading the way 49,033 rounds.
- C. Financial/CIP: Year to date we are at \$870,942 through July and had good August, total may be over \$1M for the fiscal year. Finance has not closed the fiscal year yet. No items in terms of expenditures were added to the CIP.

5. Golf Organizations Update:

- A. Lincoln Municipal Golf Association: Presented by Mike Calvert. - Full memberships for LMGA stand at 396 individuals, 13 associates for a total membership of 409, up from last year. On September 12, had the Orange Ball and board meeting. Currently scheduling the Rewards Tournament and will be held on October 10th at Holmes Lake, also trying to arrange an event with Ashland, which will be a two-day event.
- B. Lincoln Women's Municipal Golf Association - Joyce McClure. - 114 members and had a three club at Ager, 18 teams participated. Daily play is finishing. Plan to have a fall meeting this year, which will be held October 16th at Highlands.
- C. Lincoln Senior Golf League: Bill Allen - Finishing up 4th session on Mondays, session 5 registration is currently open and will begin the 4th of October at Hillcrest and the 6th at Eden Hills and finish the three Wednesdays at Highlands, Pioneers and Holmes. This will be the end of the season.

6. Old Business:

- A. Continuance of Reserve Fund vote on guidelines - Discussion continued regarding developing a Reserve Fund for the Lincoln City Golf program. The intent is to provide a reserve fund to offset potential operations deficits due to unforeseen circumstances and for long-term stability of the municipal golf program. Language of the proposal was modified to clarify that the guidelines are not intended to create an obligation on operating net profits at the end of the fiscal year if funds have been withdrawn from the reserve during a prior fiscal year, and in the event of an emergency capital repair and replacement expenses are needed to keep facilities open to the public, funds may be withdrawn from the reserve.

The proposed reserved fund would be maintained following the proposed guidance:

60 days cash reserve for operating expenses (Golf operating budget for FY21-22 is \$4.25 million)
60 days of operating expenses would be \$708,333.00 plus (+)

50% of annual debt payments (COPS) debt retirement is projected to be about \$165,000.00 annually). 50% would be \$82,500.00

Adding both items together would give a total of \$790,833.00 needed to fully fund the Reserve. Once reserve is fully funded, additional operating profits each would be directed from golf operations and added to the overall Golf CIP fund. Staff will also provide a report regarding the balance of the Operating Reserve as part of the fiscal year-end reports.

Mike Calvert submitted a motion to establish a Reserve Fund for an operating reserve of 30 days of operating expenses, which would be approximately \$400,00.00, about half of the recent history lows in the 750,000.00 - \$850,000.00 range. This compromise of \$400,000.00 would give an opportunity to further evaluate the policy change and move into this policy gradually.

A copy of both motions is available upon request.

After a thorough discussion from the group, Mike Calvert reiterated his motion and seek a second, to edit the city's language and reduce the proposed Reserve Fund amount from 60 days cash reserve for operation expenses to 30 days cash reserve for operation expenses, 50% of annual, cut in half on the annual debt service payments which give roughly \$395,000.00.

Mike Calvert moved, and Matt Herman seconded the motion. After no further discussion, roll call proceeded. Voting 'Yes' - Matt Herman and Mike Calvert, voting 'No' - Tammy Poe, Sherrie Nelson, Alice Skultety, Bill Allen, Joyce McClure, Casey Karges, Jason Hutchison, and Todd Johnson. Motion does not move forward.

Alice Skultety entered a motion to enable the Lincoln City Golf fund guidelines that the city provided with the changing of the words 'First Call' to 'Obligation', Bill Allen and Jason Hutchison seconded the motion. After no further discussion, roll proceeded. Voting 'Yes' - Tammy Poe, Sherrie Nelson, Alice Skultety, Bill Allen, Joyce McClure, Casey Karges, Jason Hutchison, and Todd Johnson, voting 'No' - Matt Herman and Mike Calvert. Motion carries.

7. New Business:

Golf 10 Year CIP Plan - JJ Yost - J.J. asked if the group had any questions regarding the Golf 10 Year CIP Plan. The plan once approved by the committee, will move forward to the Parks and Recreation Advisory Board. The plan is a guidance document for the Capital Improvement Plan.

Alice Skultety left before the motion was submitted for approval by roll call.

Bill Allen entered a motion to recommend approval of the Golf 10 Year CIP Plan and to move forward to the Parks and Recreation Advisory Board for final approval, Matt Herman seconded, after roll call, motion as approved unanimously. Motion carries.

Meeting adjourned at 1:05 p.m.

Meeting minutes prepared by Roy Rivera Barcenas, Office Specialist.

Next meeting Thursday, October 23rd, 2021