

TOWN OF PALM BEACH

Recreation Department

MINUTES OF THE GOLF COMMISSION MEETING HELD

MARCH 27, 1998

I. CALL TO ORDER AND ROLL CALL A meeting of the Golf Commission was called to order by the Chairwoman, Ann Herman, at 10:00 a.m. at the Recreation Center. The Commission members in attendance were, Mrs. Herman, Mr. Rossbach, Mr. Gross, Mr. Maddock, Mr. M. Schorr, Mr. A. Shore, and Mr. Shulman. Alternate members in attendance were Mrs. Thurm and Mr. Ochstein. Absent from the meeting was Mr. Raffo due to illness. Staff members in attendance were Mr. Bitzer, Mrs. Stone, Mr. Brown, Mr. Dytrych and Mrs. Tannone

II. APPROVAL OF AGENDA

Mrs. Herman asked if there were any changes to the agenda. Mr. Rossbach made the motion to approve the agenda. Seconded by Mr. Maddock, motion carried.

III. APPROVAL OF FEBRUARY 27, 1998, MINUTES

Mrs. Herman asked if there were any changes to the February 27, 1998, minutes. Mr. Shulman said there was a change on page 2 paragraph 2. The sentence should read, " Mr. Raffo, Mr. Rossbach, Mrs. Herman and Mr. Shulman will serve on the committee." Mr. Rossbach made the motion to approve the minutes with changes. Seconded by Mr. Maddock, motion carried.

IV. OLD BUSINESS

A. ***1998 Pro-Am Benefit Tournament Fund-raising Results*** - Mr. Bitzer stated that \$19,000 would be donated to each agency, that being the Recreation Department and the Rehabilitation Center. He stated that last year \$47,000 was raised and \$24,000 was spent, this year \$67,000 was raised and we still spent only \$24,000, which was a significant improvement. Mr. Bitzer said that this was the most successful tournament ever. Mr. Ochstein congratulated the Recreation Department staff and all the volunteers for a job well done.

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V. NEW BUSINESS

A. *Town Council Directive Regarding Board & Commission Appointments*

Mr. Bitzer stated that at the March 10, 1998, Town Council Meeting, the Town Council asked me to inform the Seaview Park and Golf Commission that the Town Council members did not want sitting Commission members writing letters of recommendation for candidates to serve on the various commissions.

B. *Golf Course Maintenance Report* - Mrs. Tannone, Golf Course Superintendent said that our biggest problem this year was the record rain fall which caused a weed called poa annual to grow on the greens. She said that in January we had 8 inches of rain and in February 10 inches of rain. She said that normally in these months we only get an inch of rain. Mrs. Tannone said that two superintendents from area golf courses were coming down to the golf course next week to look at our problem and possibly offer suggestions. She said that we have sprayed what we are supposed to spray, but when 30 inches of rain falls over the course in a season the chemicals can't work. Mrs. Tannone said, "I can't go back and reapply those chemicals because, come spring we wouldn't have any grass." She said that the only thing we can do is to over seed.

Mr. Bitzer said that he inspected all the greens and tees the other day. He said that the bad news is the greens look horrible but the good news is that the invader weed that is growing is a winter weed and that it will go away with some sun and warm weather.

Mr. A. Shore said that at Mayacoo Golf Course, 6 weeks ago the greens were in terrible shape. He said that they have done some over seeding and spraying and they are starting to come back, so it's not just our golf course that's suffering. . Mr. Ochstein said that Bear Lakes has two golf courses and this year they made the decision to over seed one and not the other. He said that the one that was not over seeded looks terrible, but both courses are playable.

Mr. Shulman said that it was his understanding that over seeding could be potentially expensive and suggested that the \$19,000 from the tournament should be used for the maintenance of the course. Mr. Bitzer said that by over seeding you mask the problem and don't see it. He said that there were pro's and con's to over seeding. He said that it was his understanding that over seeding was a seasonal process and not something that we can still

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do this year. Mr. Bitzer said that staff was looking at several options. He said that staff was going to go out to see what other courses were doing and would bring back this information to the commission for their next meeting. Mrs. Herman said that the commission should wait and see what Mrs. Tannone needs to get the course back into shape, and continue the discussion at the next meeting.

Mr. Gross said that at the last commission meeting he suggested that the Town hire another employee to assist in the maintenance of the golf course. Mr. Bitzer said that he was aware of Mr. Gross' recommendation and that staff was going to look at it during the upcoming budget preparation.

C. ***FY-97 End of Year Financial Report*** - This report is attached

D. ***February Activity Report*** - Mr. Dytrych gave the following report.

	<u>2/1/97-3/26/97</u>	<u>2/1/98-3/26/98</u>
Rounds of Golf	22,391	22,203
Riding Carts	3,831	3,364
Pull Carts	5,372	5,304
Driving Range	13,458	11,989

- Mr. M. Schorr suggested that we should run a promotional to bring in more residents.
- Mrs. Herman suggested that all the local sports casters and sports writers should be invited to come and play at the golf course.
- Mr. A. Shore made the motion that we hold a commission member/guest tournament and a condo tournament and any other tournament that someone dreams up. Motion died for lack of a second.

E. ***FY-98 YTD Revenue Report*** - This report is attached.

F. ***FY-99 Budget*** - Mr. Bitzer said that the budget was expected to be received around April 15th. He said that staff would be required to submit the department's preliminary budget around May 1st. He said that he planned on presenting the FY-99 proposed budget to the commission at their May 22nd meeting. Mr. Bitzer said that during this process, prior to May 1st, if the commission had any suggestions they should let him know.

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- G. **1999 Pro-Am Golf Tournament** - After a lengthy discussion the following comments, suggestions and recommendations were made.
- Mr. Bitzer stated that he and Mrs. Stone had met with the Pam Henderson and Pamela Stark Thomas of the Rehabilitation Center. He said that they were extremely appreciative of the tournament and the donation they received. Mr. Bitzer said that they asked them to help out more with the tournament and they were more than willing to do so.
 - Mr. A. Shore said that the commission should pick a chairman for the tournament committee. Mrs. Herman reminded the commission that at their last meeting a committee was formed to try to get a title sponsor for the tournament. Mr. Bitzer said that in reading the minutes from the last meeting, which he was not in attendance, he was concerned about the commission forming a committee. He said that based on the meeting the commission had with Mr. John Randolph, Town Attorney several months ago, he was of the opinion that the commission may be in violation of the Sunshine Law by forming this committee. Mrs. Herman said we are not elected officials and not in violation. Mr. Bitzer said that the current law applied to the commissions as well as elected officials. He said that we don't really need a formalized committee and requested that the commissioners coordinate their activities with Mrs. Stone, Recreation Supervisor and tournament coordinator, that way each of them could check with her before approaching a potential sponsor to see if they had already been approached by another commissioner.
 - Mr. Rossbach said that he had received a letter from Gunster Yoakley which indicated that they wanted to be a donor to the tournament and requested that we let them know in advance so that they could plan for us in their budget. Mrs. Stone said that she would be writing to individuals and local business who had donated to this year's tournament to remind them to include us in their budget for next year and that she would include Gunster Yoakley on that list.
 - Mr. Rossbach asked for an updated list of all the people who donated to the tournament this year.
 - The commission recommended to keep the Rehabilitation Center as one of the recipients for next year's tournament. However, they wanted to recommend that the split of the money be 70/30 instead of 50/50 because the golf course needed the money.
 - Mr. Bitzer suggested that instead of trying to get one title sponsor for \$25,000 to underwrite the tournament we may want to consider several \$5,000 sponsors. The commission agreed.

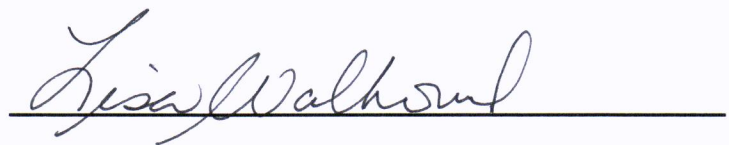
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VI. ANY OTHER MATTERS

Mr. Gross asked if the credit card system was in place and were we getting any additional revenue now that people could charge greens fees. Mr. Dytrych said that we were now accepting credit cards, however, he didn't think that it increased business. He felt that it was just a convenience that we were offering our customers. Mr. Dytrych said that in a day where the golf course took in \$4,000 in revenue, \$1,000 was in credit card charges.

Mrs. Herman said that she had spoken to Frank Croft about the flashing yellow lights at the golf course because she felt that there was going to be a terrible accident. She said that the other day while passing the golf course the lights were flashing, she stopped, but the car that was behind her passed her and went on their way. She stated that six cars came from the opposite direction and never stopped. Mrs. Herman said that she told Frank Croft, "I'm going to paint those lights red because at least a flashing red light means you must stop, and I'm scared to death that we are going to have a real bad accident up there." She said that Chief Croft suggested a sign to warn golfers that they do not have the right of way even though the light is flashing. Mrs. Herman said that she asked the Chief to go down to the golf course and see if there is any possibility of changing those lights to red flashing lights. Mr. Bitzer said that there were pedestrian caution signs already posted on each of the crosswalk light control poles.

VII. ADJOURNMENT - Mrs. Herman adjourned the meeting.

A handwritten signature in cursive script, reading "Lisa Walhout", is written over a solid horizontal line.

TOWN OF PALM BEACH GOLF COMMISSION

ATTENDANCE RECORD 1998

NAME	1/16	2/27	3/27	4/24	5/22	6/26	7/24	8/28	9/25	10/23	11/20	12/18
1. ANN K. HERMAN	P	P	P									
2. JAY ROSSBACH JR.	U	P	P									
3. ARTHUR GROSS	P	P	P									
4. JAMES MADDOCK	P	P	P									
5. MAX SCHORR	P	P	P									
6. ALLEN E. SHORE	P	P	P									
7. STUART SHULMAN	P	P	P									
ALTERNATES:												
1. ARLENE THURM	P	P	P									
2. RICHARD RAFFO	P	P	E (illness)									
3. LARRY OCHSTEIN	E (illness)	P	P									

LEGEND: P = Present
 E = Excused
 U = Unexcused
 A = Absent Pending Classification as "Excused" or "Unexcused"

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CONFLICT OF INTEREST RECORD 1998

NAME	1/16	2/27	3/27	4/24	5/22	6/26	7/24	8/28	9/25	10/23	11/20	12/18
1. ANN K. HERMAN												
2. JAY ROSSBACH JR.												
3. ARTHUR GROSS												
4. JAMES MADDOCK												
5. MAX SCHORR												
6. ALLEN E. SHORE												
7. STUART SHULMAN												
ALTERNATES:												
1. ARLENE THURM												
2. RICHARD RAFFO												
3. LARRY OCHSTEIN												

LEGEND: X = Conflict

Town of Palm Beach Municipal Golf Course
Combining Statement of Revenues, Expenses and Changes in Retained Earnings

	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97
Operating Revenues:						
Golf Fees and related Revenue	672,900	652,398	535,411	563,517	611,454	694,015
Total Operating Revenues	672,900	652,398	535,411	563,517	611,454	694,015
Operating Expenses:						
Personal Services	293,007	328,667	299,812	273,061	323,022	331,508
Contractual Services	118,838	112,976	111,092	117,599	129,323	139,102
Vehicle and equipment maintenance	305	541	6,733	5,094	5,718	5,272
Equipment rental	19,597	21,152	16,135	19,018	13,018	14,196
Materials and supplies	74,355	75,198	71,017	76,414	83,957	69,927
Insurance and claims	17,983	25,836	22,724	16,820	10,817	13,175
Utilities	56,238	57,548	72,858	99,518	111,815	91,279
Depreciation	55,020	67,211	56,055	79,191	77,200	74,598
Other	8,410	13,881	5,451	5,386	10,812	19,091
Total Operating Expenses	643,753	703,010	661,877	692,101	765,682	758,148
Operating Income (Loss)	29,147	(50,612)	(126,466)	(128,584)	(154,228)	(64,133)
Nonoperating Revenue (Expenses)						
Investment Earnings	30,670	23,847	20,244	10,405	3,358	918
Loss on Disposal of Assets			(14,665)			
Income (Loss) before Operating Transfers	59,817	(26,765)	(120,887)	(118,179)	(150,870)	(63,215)
Operating Transfers to General Fund			(25,000)	(25,000)	(25,000)	(25,000)
Net Income (Loss)	59,817	(26,765)	(145,887)	(143,179)	(175,870)	(88,215)
Retained Earnings at October 1	977,093	1,036,910	1,010,145	864,258	721,079	545,209
Retained Earnings at September 30	\$1,036,910	\$1,010,145	\$864,258	\$721,079	\$545,209	\$456,994

Town of Palm Beach Recreation Department

Fund 401 Golf Course Revenue Report

February YTD	FY 97	FY98	%
Resident Permit Fees	\$24,398	\$23,143	-5.1%
Non-resident Permit Fees	\$2,300	\$7,300	217.4%
Resident Play Tickets	\$28,304	\$25,500	-9.9%
Non Resident Play Tickets	\$22,350	\$18,776	-16.0%
Resident Greens Fees	\$40,179	\$33,022	-17.8%
Non-resident Greens Fees	\$132,280	\$141,290	6.8%
Riding Cart Rental	\$44,772	\$39,990	-10.7%
Pull Cart Rental	\$15,079	\$14,770	-2.0%
Driving Range	\$44,894	\$41,287	-8.0%

Year to Date Total as of February 1998 **\$354,556** **\$345,078** -2.7%

Year to Date Comparisons by Month	FY 97	FY98	%
October	\$18,062	\$31,063	72.0%
November	\$77,163	\$99,674	29.2%
December	\$164,584	\$179,354	9.0%
January	\$252,949	\$273,746	8.2%
February	\$354,556	\$345,078	-2.7%

Monthly Revenue Comparison	FY 97	FY 98	%
October	\$18,062	\$31,063	72.0%
November	\$59,101	\$68,611	16.1%
December	\$87,421	\$79,680	-8.9%
January	\$88,365	\$94,392	6.8%
February	\$101,589	\$71,333	-29.8%