

To: NGCA Members
From: Bernard Caulfield, Chairman NGCA
Re: Minutes of NGCA regular meeting of July 19, 2023

Members Present

Bernard Caulfield
Susan Dutilly (participating remotely)
Richard Strouse
Bob Malouf
Ray Lathrop
Richard Podurgiel
Michael Driscoll

Others Present

Mike Svab, Pro Manager
Eric Kundahl, Superintendent
Mickey Busca, Member's Club

CALL TO ORDER

Chairman Caulfield called the July 19, 2023 meeting of the Norwich Golf Course Authority to order at 6:00 p.m. and requested Mr. Strouse conduct the meeting.

MINUTES

A motion to approve the minutes of the June 21, 2023 meeting was made by Mr. Malouf, seconded by Mr. Caulfield, and approved by a vote of 6-0, Mr. Podurgiel abstaining.

FINANCIAL REPORT

In the absence of Mr. Nixon, Mr. Strouse presented the NGCA Financial Reports for June 2023.

OPERATING REVENUES for the month of June 2023 were \$162,854 compared to budgeted revenues of \$159,159, \$3,695 over budgeted revenues, and \$12,827 more than June 2022 revenues.

EXPENSES for the month of June 2023 were \$84,590 compared to budgeted expenses of \$188,138, \$103,679 under budgeted expenses and \$45,832 over June 2022 expenses.

NET PROFIT for June 2023 was \$78,396 compared to NET PROFIT for June 2022 of \$19,736. This is after depreciation of \$14,904 in 2023 and \$32,411 in 2022.

CASH BALANCE for June 2023 was \$170,480, in comparison to the prior month April 2023, of \$222,850. This is a decrease of \$52,392.

YTD OPERATING REVENUES were \$789,091, compared to YTD budgeted revenues of \$903,147. This is \$114,056 under the YTD Budget, and \$57,448 more than the prior year.

YTD EXPENSES were \$607,891 compared to YTD budgeted expenses of \$882,147. This is \$274,256 under the YTD budgeted expenses, and \$194,430 less than the prior year.

YTD Total Revenues were more than Expenses by \$181,199; which is over budget by \$160,199 and \$251,877 over YTD June 2022.

Items of interest on the Balance Sheet:

- The Restaurant lease has been paid in full through June 30, 2023.
- The balance in Accounts Payable (products/services received but not paid for as of 06/30/23) is \$9,566.
- The Due to General Fund is the NGCA's cash balance as of 06/30/23. An amount in the Asset section means the City owes the NGCA those funds of \$170,458.

NOTE: June Cash Balance less Accounts Payable equals Cash (Shortfall):

$$\$170,458 - \$9,566 = \$160,892$$

Supplementing the report, Mr. Svab noted that the revenues this month through July 19, were over \$100,000 although the weather has not been ideal. Mr. Svab also reported that the Caddy Shack has paid the rent in full through the end of July 2023 and also paid the installment due in July under the beverage cart lease. All required payments due from the Caddy Shack through July have been paid in full.

A motion to accept and approve the Financial Report was made by Mr. Podurgiel, seconded by Ms. Dutilly, and approved by a vote of 7-0.

CORRESPONDENCE

No correspondence received.

CLUBHOUSE REPORT

Mr. Svab reported that, with the recent heavy rains, water has entered the room used by the Caddy Shack for storage. The infiltration appears to be caused by water backing up on the surface outside the windows which start at near floor level then leaking through at the bottom of the windows. The problem will need to be rectified and the proposed solution is the installation of an exterior drain in the area where flooding occurs to run

the water away from the windows and the building to be discharged into the rip rap area. Arrangements are being made for the drain installation.

GOLF COURSE

There was discussion concerning the condition of the golf course with a consensus that it is in good shape considering all of the rain that has recently fallen.

Mr. Caulfield raised a question about the condition of the 11th hole, specifically the washout in the area where the brook runs across the fairway. There have been further washouts in this area as a result of the recent rain. Mr. Strouse stated that this may continue due to high water, but the area will need to dry out in order to make the planned repairs. Optimally there should be no water running in the brook when the repairs are made.

SUPERINTENDENT'S REPORT

Mr. Kundahl summarized the problems caused to the course by the recent heavy rains. There was water flow and water backup in areas not generally affected, for example, on the 17th fairway in front of the green as well as continuing ponding issues on the second hole.

In discussing the water damage at the course, Mr. Kundahl particularly noted the work of one summer employee assigned to repair the traps on the 2nd hole. The sand had washed out of the traps and down the hill. Over the course of three hours the individual was able to return all of the sand to the traps, rake the sand into proper position and restore the traps for playing conditions.

Mr. Kundahl stated that there is an industry-wide delay in getting equipment. He will be applying to the order list at Toro for a new greens mower expected to be available no sooner than 2025.

PRO MANAGER REPORT

Mr. Svab reported the course is in good shape and that a good deal of detailing work was being done by the additional summer help. Deferred work is being attended to resulting in a number of minor but noticeable improvements. There has been a good deal of painting, close cutting, and dressing up of the course.

The Norwich Invitational turned out to be a great tournament although conducted under difficult weather conditions. The overall demands of dealing with the interrupted play and necessary rescheduling made for a difficult weekend. The communications, using the Golf Genius system, made it possible to notify all of the players of schedule changes and pass on information in very short order. For example, when play was halted due to the heavy rain and other issue the notice was sent out to all by text with an immediate response.

As a result of the rains several final matches could not be conducted. The final match in the Championship Flight is rescheduled to August 19th.

The course remains busy even considering the weather and Mr. Svab estimates revenues should exceed 1.1 million dollars by Labor Day.

MEMBER'S CLUB

Mr. Busca reported the Member's Club has 359 members including 44 associate members. There were 120 golfers in the Member Guest Tournament. The Member's Club made arrangements with the Caddy Shack for upscale food choices, approved and appreciated by those involved in the tournament.

The Men's Club Championship will be held on August 5 and August 6.

Mr. Busca described at least one instance of an overcharge of a number of members who made arrangements online through Golf Genius. This has been resolved by the Members Club.

REPORT ON THE 9th HOLE BRIDGE

Mr. Malouf reported that final approval has been received from all regulatory agencies, with the approval by the Commission on the City Plan made on May 18, 2023. The engineers are working up bid specifications to be used in connection with bidding for the project. Mr. Strouse noted that there had been some changes in the plans and a meeting with the engineers should take place before they complete bid specifications.

The arborist and crane operator had been to the site and have recommended an approach. The plan submitted for approval proposed concrete pilings which would be the most invasive approach and the approvals were granted on that basis. He recommends using helical anchors to minimize the disturbance of the wetlands. Mr. Strouse explained the operation. These will be less intrusive than concrete pilings

The bridge will be the same length as the existing bridge and the helical anchors will be located in the area where the existing bridge is. This proximity may pose some initial work difficulties but will improve the entire project. Mr. Malouf and Mr. Strouse will meet with the two representatives of CLA Engineering working on the project.

ADJOURNMENT

A motion to adjourn the meeting at 6:34 P.M. was made by Mr. Lathrop, seconded by Mr. Malouf and approved by a vote of 7-0.