

MINUTES  
GOLF COURSE ADVISORY COMMITTEE  
REGULAR MEETING  
WEDNESDAY, OCTOBER 17, 2019

SAN DIMAS CANYON GOLF COURSE- CLUBHOUSE 7:30AM

**1. Call to Order:** The meeting was called to order at 7:57 a.m.

Present:                   Debbie Iketani, San Dimas public member  
                              Jesse Ash, San Dimas public member  
                              Charles Rosales, La Verne Councilmember  
  
                              Hector Kistemann, Parks & Recreation Director  
                              Brian Bode, SDCGC General Manager  
                              Trip Stevens, SDCGC Manager

Absent:                   Curt Morris, San Dimas Mayor  
                              Ken Duran, City Manager  
                              Emmett Badar, San Dimas Councilmember

**2. Approval of the July 24, 2019 Meeting Minutes**

The minutes of the July 24, 2019 meeting were unanimously approved as written.

**3. Review of the Monthly Revenue Reports for July, August and September**

Trip Stevens reported for the month of July the total income was up 9% when compared to last year. The Rounds were up 1.3% compared to last year. He stated the course did better this year in all categories compared to last year. For the month of August, the rounds were down 7.3%. However, the Green Fee & Cart Fee were up 3.9%. In the month of September, the golf course was busy but did not come close to the amount of revenue that was made last year. As for the 3<sup>rd</sup> Quarter Summary the overall Green Fee & Cart Fee was up 3.5%, merchandise was up 6.6%, total Food & Beverage was down -3.8% and total income was up 0.6%.

Brian Bode stated Marshall Canyon Golf Course rounds were down 15% percent and Mountain Meadows was also down 6% where as we were only down 5.6%. Overall, the month of September was a little low due to the extreme heat.

**4. Golf Course Manager's Reports**

**A. General Update**

Trip Stevens provided a handout to the advisory Committee for the month of October which stated the third quarter weather for 2019 was relatively mild in comparison with last year. Golf rounds finished 4% less than those of 2018's third quarter. The golf tournament business was down 15% with revenue totaling \$136,100. The private events portion of the operation was completely flat compared 2018's third quarter. This is a positive statement since 2018's third quarter was one of the best years for the golf course according to Trip Stevens. The golf operations food and beverage business experienced a decline of 11% over the same period as last year.

Overall the golf course conditions are in great standing and the guests comment daily on the superb putting surfaces and playing conditions throughout the golf course. Trip also stated the goal for the remainder of 2019 is to continue to strive to make the guests stay at San Dimas Canyon Golf Course better than the competition.

Brian Bode stated the private events revenue was flat but still a huge accomplishment in comparison with Mountain Meadows special events which was down \$102,000 as well as La Mirada special events who was also down \$115,000. Brian Bode stated it was a true testament for all the hard work and improvements that have been done at the golf course.

Debbie Iketani stated the social media page for the golf course looks great and is always up to date.

Brian Bode stated all the improvements that have been done to the golf course have been extremely beneficial and have provided record revenues for two years in a row.

Debbie Iketani stated the room feels nice and open now with all the renovations that have been done.

Hector Kistemann inquired to Trip Stevens what does he attribute the increase in overall revenue of the golf course.

Trip Stevens stated typically this time of year is when the days start to cool off and allow for better weather for the course.

**B. Quarterly Financial Report**

Trip Stevens reported the third quarter summary at the beginning of the meeting.

**C. 2019 Golf Course Capital Improvement Project Review and Update**

Trip Stevens reviewed the refurbishment of the bunker sand project which is in the approval process with the American Golf Executive team. This project will include the purchase and application of 300 tons of Caltega grade bunker sand to all of the golf course bunkers. The labor to this project will be provided by the San Dimas Canyon Golf Course Maintenance Team with a total cost of \$22,500.

Trip Stevens discussed the 2018 Clubhouse Renovation Design had an approved budget amount of \$12,000. The total cost for the design and plans had cost \$15,465.00. The Clubhouse Renovation had an approved budget amount of \$170,000. The total cost for all the renovations was \$240,985.00.

Hector Kistemann provided the balances for the following accounts:

Restaurant Improvement Account:	\$171,000.00
Money Market Account:	\$66,000.00
Golf Course Capital Improvement Projects:	\$118,000.00

Trip Stevens reported on the 2019/2020 Capital Improvement Proposal for San Dimas Canyon Clubhouse which would include the bridal suite renovation, the replacement of the Acoustic tile ceiling and the installation of the double doors at the clubhouse entrance. The capital project estimated total is \$43,500.00.

Hector Kistemann stated Trip Stevens had met with some of the contractors that had come recommended by the City's Facilities Manager, Karon Deleon which had been at the request of Mayor Morris at the last Committee meeting.

JESSE ASH MOTIONED TO SET ASIDE \$43,500.00 TO MOVE FORWARD WITH THE 2019/2020 PROPOSED CAPITAL IMPROVEMENTS, SECONDED BY CHARLES ROSALES AND PASSED UNANIMOUSLY.

### **5. Oral Communications**

Debbie Iketani stated it is a pleasure to play on the San Dimas Golf Course when compared to the Canyon Crest location.

Charles Rosales inquired about the deer population in San Dimas since the coyote population has increased.

Trip Stevens stated they do see coyotes around but they do their best to keep them off the course.

Hector Kistemann and the rest of the Committee offered their best regards to Debbie Iketani whose term with the Committee will be coming to an end on 10/19/2019.

### **6. Adjournment**

The meeting was adjourned at 8:29 a.m. The next scheduled committee meeting will be January 16, 2020.

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Genevieve Amaro, Departmental Assistant