

VILLAGE OF NORTH PALM BEACH  
GOLF ADVISORY BOARD  
MINUTES of January 18, 2021

I. CALL TO ORDER

A. The meeting was called to order by Chairman Steve Mathison at 6:00 p.m.

II. ROLL CALL

A. Present:

Absent:

Stephen Mathison – Chairman

Rich Pizzolato – Vice Chairman

Curtis Witters – Secretary

David Talley – Member

Jeff Irish – Member

x

Jeff Egizio – Member

Landon Wells - Member

B. Staff Members Present:

Allan Bowman, Director of Golf

Beth Davis, General Manager

x

Lenore Dingle, Membership Coordinator

x

C. Council Members Present:

Darryl Aubrey

x

Susan Bickel

x

Mark Mullinix

x

David Norris

x

Deborah Searcy

x

D. Public Present:

None

III. APPROVAL OF MEETING MINUTES

A. Minutes of the December 21, 2020 GAB Meeting were approved 6-0.

IV. ADMINISTRATIVE REPORTS

Golf Report. Allan Bowman, Director of Golf, delivered his report.

New mats were delivered for the driving range and will be installed by the end of the week. Allan was asked if the driving range should be overseeded with rye grass and his response was that it would be considered for next year. We plan to install a set of mats at the south end of the driving range as well.

The revenue of the range is up over 20% for the fiscal year to date.

We have asked the Village Council to approve a foliar nutrition program for the course, with a cost of \$48,000. The Council approved the request.

Allan is requesting an amendment of our contract with Brightview.

A divot filling party was held this afternoon; 10 members and 6 staff participated covering the front nine of the course.

Rich Pizzolato said the party was beneficial to the participants to learn more about the management of the course from Allan.

A summary of the financials for the Country Club for the 1<sup>st</sup> quarter of the fiscal year (ending 12/31/20) was presented to the Board. A copy of the document is attached. A question was posed by the Board; should the budget be presented in a different format, to separate the income and expenses of golf operations from the remaining items?

Golf play was up for December; member play is up 20% and non-member play is up 10%. The course receives \$62 per round for member play and \$85 per round for non-member play.

Allan explained that he is continuing to work to find the proper balance between memberships for village residents and nonresidents. Allan would like to see the number of residents on the membership waiting list reduced.

The course is reducing the number of rounds played on Mondays and holding more tee times on those days for members, and allowing for maintenance work to be performed.

The course will close for four days per month for maintenance, during June, July, and August.

The course will hold several tournaments in the next few months.

A discussion was had about the growth of golf in Florida related to COVID or other factors and the impact of the increased demand for play at North Palm Beach Country Club.

The Board also discussed the online booking of golf; should the time for making a reservation be midnight on the allowed day, as it is now, or be moved to 7:00 a.m.?

It was reported to the Board that the rules of the course and club regarding COVID will be strictly enforced and violation of the rules will be grounds for suspension of a member.

V. DISCUSSION TOPICS

VI. ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

The next meeting will be March 15, 2020.

Minutes by Curtis L. Witters, Secretary.

FY 2021 Country Club Budget Summary (Preliminary)								
Profit & Loss by Department								
1st Quarter Ending December 31, 2020								
	Golf	Tennis	Pool	F & B	Admin & Grounds	3 Month Total	FY 2021 Budget	% of Total Budget
<b>Revenues</b>								
Membership	\$793,478	\$111,822	\$28,819	\$0	\$625	\$934,745	\$1,047,481	89%
Driving Range	113,440	0	0	0	0	113,440	335,000	34%
Greens Fees	360,423	0	0	0	0	360,423	1,400,000	26%
Cart Rental & Walking Fees	267,122	0	0	0	0	267,122	851,100	31%
Program Fees / Lessons	9,658	167,071	7,733	0	0	184,462	598,000	31%
Merchandise Sales	79,801	2,729	0	0	0	82,531	285,000	29%
Food & Beverage Operation	0	0	0	110,802	0	110,802	305,150	36%
Transfer from General Fund	0	0	0	0	0	0	274,000	0%
Appropriated Retained Earnings	0	0	0	0	0	0	200,000	0%
Other	31,402	88	8,914	0	14,409	54,813	147,900	37%
<b>Total Revenues</b>	<b>1,655,324</b>	<b>281,710</b>	<b>45,466</b>	<b>110,802</b>	<b>15,034</b>	<b>2,108,337</b>	<b>5,443,631</b>	<b>39%</b>
<b>Expenses</b>								
Personnel Costs	179,686	117,354	31,573	0	98,155	426,767	1,850,013	23%
<b>Operating Costs:</b>								
Charge Card Fees	6,932	2,203	277	0	0	9,412	88,400	11%
Contractual Services	422,881	0	300	0	40,329	463,510	1,755,700	26%
Legal Fees	0	0	0	0	917	917	10,000	9%
Marketing & Advertising	304	0	0	0	800	1,104	30,750	4%
Materials & Supplies	20,064	4,399	5,220	0	1,408	31,091	247,200	13%
Memberships & Dues	150	0	0	0	1,390	1,540	7,640	20%
Merchandise	42,170	1,041	0	0	0	43,211	141,094	31%
Professional Services	0	10,500	0	0	0	10,500	42,225	25%
Program Expense	207	850	14,663	0	0	15,719	50,500	31%
Property & General Liability Insurance	0	0	0	0	5,437	5,437	40,000	14%
Rental	0	0	0	0	0	0	15,500	0%
Repairs & Maintenance	99,288	869	2,106	0	2,968	105,231	301,000	35%
Travel / Training / Conferences	0	0	596	0	0	596	13,500	4%
Utilities	5,021	4,126	10,361	0	34,152	53,661	265,620	20%
Other Operating Expenses	2,797	0	0	13,659	2,360	18,816	51,300	37%
Debt Service	0	0	0	0	0	0	433,689	0%
Capital Outlay	21,126	3,756	38,750	0	0	63,632	99,500	64%
<b>Total Expenses</b>	<b>800,624</b>	<b>145,098</b>	<b>103,845</b>	<b>13,659</b>	<b>187,917</b>	<b>1,251,143</b>	<b>5,443,631</b>	<b>23%</b>
<b>Operating Income</b>	<b>\$854,700</b>	<b>\$136,612</b>	<b>(\$58,379)</b>	<b>\$97,143</b>	<b>(\$172,883)</b>	<b>\$857,194</b>	<b>\$0</b>	
	25%	25%	25%	25%	100%			
Admin & Grounds Allocation	(43,221)	(43,221)	(43,221)	(43,221)	172,883			
<b>Net Income</b>	<b>\$811,479</b>	<b>\$93,392</b>	<b>(\$101,600)</b>	<b>\$53,922</b>	<b>\$0</b>	<b>\$857,194</b>		
<b>Number of Golf Rounds Played</b>	<b>13,040</b>							