



1015 Cultural Park Blvd.
Cape Coral, FL

AGENDA

GOLF COURSE ADVISORY BOARD

January 31, 2023

3:00 PM

Council Chambers

1. Call to Order

A. Chair Crann

2. Roll Call:

A. Allard, Cittadino, Crann, Kenney, Orsine, and Smith

3. Citizen Input Time

4. Approval of Minutes

A. Meeting Minutes - November 29, 2022

5. Business

A. Golf Advisory Report Financial Update

B. Review of 2023 Recommendations for Coral Oaks to the City Council

6. Board and Staff Comments

7. Date and Time of Next Meeting

A. Tuesday, March 21, 2023, at 3:00 p.m. in Council Chambers

8. Adjourn

In accordance with the Americans with Disabilities Act and Florida Statutes 286.26, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk whose office is located at City Hall, 1015 Cultural Park Boulevard, Florida; telephone number is 1-239-574-0411, at least forty-eight (48) hours prior to the meeting for assistance. If hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8700 (v) for

assistance.

If a person decides to appeal any decision made by the Board/Commission/Committee with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

Item Number: 4.A.
Meeting Date: 1/31/2023
Item Type: Approval of Minutes

AGENDA REQUEST FORM
CITY OF CAPE CORAL



TITLE:

Meeting Minutes - November 29, 2022

SUMMARY:

Meeting minutes attached for review and approval.

ADDITIONAL INFORMATION:

Recording Secretary Shana Dixon
City Clerk's Office
1-239-574-0415

ATTACHMENTS:

Description

Type

▣ 1. Meeting Minutes - November 29, 2022

Backup Material

**MINUTES FOR THE REGULAR MEETING OF
THE CITY OF CAPE CORAL GOLF COURSE ADVISORY BOARD**

Tuesday, November 29, 2022

COUNCIL CHAMBERS

3:00 P.M.

The meeting was called to order at 3:00 p.m. by Chair Crann.

Roll Call: Allard, Cittadino, Crann, Orsine, and Smith were present. Vice Chair Kenney was excused.

ALSO PRESENT: Tom Hayden, Council Liaison
Allen Manguson, Golf Professional Manager

Citizens Input Time

No speakers.

Approval of Minutes

Meeting Minutes – March 29, 2022

Member Orsine moved, seconded by Member Cittadino, to approve the Minutes of the March 29, 2022, meeting, as presented.

Board polled as follows: Allard, Cittadino, Crann, Orsine, and Smith voted “aye.” Five “ayes.” Motion carried 5-0.

Business

Golf Advisory Report Financial Update

Golf Pro Manager Manguson noted an error on the report as follows, Financial Update reference is not a three-year financial comparison, it is FY22-FY21 comparison. He continued discussing the following:

- Golf Superintendent position was in the background process at the time of report; position has now been offered to applicant
- Provided background select candidate for the Golf Superintendent position
- Record setting revenue year for Coral Oaks
- Debris cleanup period
- Golf Course closed nine holes at a time
- Opened 18 holes on November 7, 2022 – Contracted company expressed concern for hazardous conditions and requested 9 holes remain closed while they are working on it

- Coral Oaks Staff requested 18 holes be available for December 26, 2022
- 18 holes confirmed available for December 10, 2022, for a charity event
- FY 22 Revenue
- Estimated expenditures
- City Championship canceled due to Hurricane Ian causing loss of multiple charity events
- Working with a Communications Team through the City that is handling advertisement; prospective dedicated City application (app) could assist with promotion of the Golf Course

Discussion held regarding:

- How the crossover has affected tee times
- Ceres – Contracted by the City to handle debris removal and cleanup for the City (including the Golf Course)
- Projected completion of cleanup of the Golf Course
- Completion of Golf Superintendent responsibilities during the hiring process
- 9 holes currently open; individuals currently play the same 9 holes twice; so, leave Hole 18 and go back to Hole 10
- Normally have 128 customers during double tee and currently have approximately 64 customers
- Loss and/or replacement of trees
- How the Golf Course has been absorbed into the General Fund Budget and what that means moving forward
- Impacts of Hurricane Ian
- Prospective programs, amenities, and Master Plan

Approval of 2023 Meeting Schedule

Member Orsine moved, seconded by Member Cittadino, to approve the 2023 GCAB Meeting Schedule, as presented. Voice Poll: All “ayes.” Motion carried.

Selection of GCAB Member for Parks and Recreation Advisory Board

Discussion held regarding frequency of the Parks and Recreation Advisory Board meetings.

Council Liaison Hayden noted that if the selection was not made at today’s meeting, the selected Member would miss the first Parks and Recreation Advisory Board in year 2023.

Member Smith volunteered to be the GCAB representative on the Parks and Recreation Advisory Board.

Member Cittadino moved, seconded by Member Smith, to select Linda Smith as the Golf Course Advisory Board representative on the Parks and Recreation Advisory Board.

Board polled as follows: Allard, Cittadino, Crann, Orsine, and Smith voted “aye.” Five “ayes.” Motion carried 5-0.

Council Liaison Hayden shared that a new Director of Parks and Recreation had been hired and slated to begin in mid-December.

Future of the Golf Course Advisory Board Discussion brought forward by Chair Crann

Chair Crann indicated that he had added this Item to the agenda prior to Hurricane Ian.

Discussion held regarding:

- Future plans of the Golf Course now that it is not considered part of the Enterprise Fund; to be discussed prospectively in FY24 or FY25 budget (Master Plan)
- Clubhouse and other recommendations previously made to City Council by the GCAB

Council Liaison Hayden encouraged the Board to continue having discussions regarding future improvements on the Golf Course.

Chair Crann inquired about the irrigation system and how it fared with respect to Hurricane Ian.

Manager Manguson stated that the irrigation system was currently inoperable. Repair considerations and process has begun. Repairs to cost approximately \$47K. Eight-week process and currently in week two.

Discussion held regarding

- Restrooms not in working order
- Research by Staff being conducted on implementation of port-o-potty for temporary use
- Water is on site, however, pumps must run manually
- Building of PLC module
- Golf Course continues to be watered
- Considerations for restroom alternative

Council Liaison Hayden discussed the relevancy of the GCAB. Now that it is back in the General Fund Budget, it's an opportunity to discuss things. He encouraged Members to continue considering changes, updates, and/or improvements to the Golf Course in preparation of upcoming budget recommendations to City Council.

Manager Manguson suggested Members refer to the National Golf Foundation Report (NGFR) from the prior year.

Chair Crann requested the NGFR be provided to Members of the Board.

Recording Secretary Dixon responded in the affirmative.

Discussion held regarding:

- Cause of prior meeting cancellations
- Current and upcoming Golf Course Advisory Board vacancies

Council Liaison Hayden suggested requesting Staff compile some figures regarding cost of a new irrigation system and greens rebuild.

Board and Staff Comments

None.

Date and Time of Next Meeting

The next Regular meeting will be held Tuesday, January 31, 2023, at 3:00 p.m., in Council Chambers.

Discussion held regarding adding "Next Meeting Agenda Topics" as an item on future agendas.

Member Allard moved, seconded by Member Cittadino, to add "Next Meeting Agenda Topics" to the Agenda of the Golf Course Advisory Board (for the foreseeable future).

Board polled as follows: Allard, Cittadino, Crann, Orsine, and Smith voted "aye." Five "ayes." Motion carried 5-0.

Adjournment

There being no further business, the meeting adjourned at 3:30 p.m.

Submitted by,

Shana Dixon
Recording Secretary

Item Number:	5.A.
Meeting Date:	1/31/2023
Item Type:	Business

AGENDA REQUEST FORM
CITY OF CAPE CORAL



TITLE:

Golf Advisory Report Financial Update

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
1. Golf Advisory Report Financial Update	Backup Material

4. A. State of the course

Golf Course conditions are fair, we are currently without a Superintendent and Assistant Superintendent. Without an agronomist on site, we are piecing together fertilization and pesticide programs through networking and research. We have a fertilization scheduled for February 8th, we have scheduled the aerifications for the year and a fipronil injection in late May. Golf Schools are fully attended with customers enjoying the learning opportunities.

Coral Oaks lost four charity outings and the SETI City Championship to Hurricane Ian in FY 23 1st QTR. We did host one Charity outing the Ricky Pigott Memorial Scholarship 128 players and they donated \$1500 to the Cape Coral Junior Golf Association Scholarship Fund. We will be hosting Charity outings in January and April for FY 23.

Coral Oaks will host the PGA HOPE Program for the sixth consecutive year. PGA HOPE (Helping Our Patriots Everywhere) is the flagship military program of PGA REACH, the charitable foundation of the PGA of America. PGA HOPE introduces golf to Veterans with disabilities to enhance their physical, mental, social and emotional well-being. The program is a 6-8-week developmental curriculum, taught by PGA Professionals trained in adaptive golf and military cultural competency. All programs are funded by PGA REACH and supplemented by PGA Section Foundations, so the cost of programming is free to all Veterans.

PGA HOPE has a Memorandum of Understanding (MOU) with the Department of Veterans Affairs (VA), which enables Recreational Therapists to refer Veterans to the PGA HOPE program as a form of therapy. Through a robust program strategy, PGA HOPE aspires to create a physically and emotionally healthier Veteran community by shaping lives, changing lives, and possibly saving lives through the game of golf.

Budget season will begin in January and management will begin prioritizing capital needs to send forward to the administration for the budget cycle.

4. B Financial Update

December 2022, FY 23

December FY23 (3657) decreased 34.21% or 1902 rounds compared to December FY22 rounds (5559) The decrease was a direct result of Hurricane Ian and debris removal programs, the debris removal didn't start until late October was stopped in early November and reduced play at Coral Oaks to nine holes only until late December. Rates had to be adjusted to ensure we could capture some play and that is reflected in specialty rounds. While the economy is beginning to show signs a decrease in expendable income, we will monitor the play and local rates and adjust accordingly. Course conditions are fair, Coral Oaks is without an agronomist on site. Pay scale for Superintendent and Assistant Superintendents is far higher than we are offering.

Round Counts

FY 22 FY 23 1st Qtr	December	December	Monthly	Mo %
	2021	2022*	O / U	2022
Passholder Round Totals	1317	967	-350	-26.58%
Daily Play Totals	3646	296	-3350	-91.88%
Speciality Round Totals	596	2,394	1798	301.68%
Totals	5,559	3,657	-1,902	-34.21%

Round Yield

** Rates chnaged due to Ian	59/49	Multiple Rates Structures for Month	
FY 23 December Round Yield		Average Per Round - 3657	Per Round Yield
Total Facility Revenue - Tax Deducted	\$ 231,088	63.19	117.02%
Golf Only Revenue - Tax Deducted	\$ 205,692	56.25	104.16%
Peak Rate - Tax Deducted	\$ 54	W Annual GF Pass Card	
FY 23 December Round Yield		Average Per Round - 3657	Per Round Yield
Total Facility Revenue -Tax Deducted	\$ 179,321	49.04	90.81%
Golf Only Revenue - Tax Deducted	\$ 153,925	42.09	77.95%
Peak Rate - Tax Deducted	\$ 54	Minus Annual Pass GF Card	
FY 23 December Round Yield		Average Per Round - 3657	Per Round Yield
GF CF Only Revenue - Tax Deducted	\$ 130,229	35.61	65.95%
Peak Rate - Tax Deducted	\$ 54	Minus Annual Pass GF Card	

Rec - Trac revenues not verified by finance

December	FY 23	December	FY 22	O/U \$	O/U %
Greens Fees	\$ 120,298	Greens Fees	\$ 104,550	\$ 15,748	15.06%
Cart Rental Fee	\$ 9,930	Cart Rental Fee	\$ 86,701	\$ (76,771)	-88.55%
Annual Pass Card	\$ 53,290	Annual Pass Card	\$ 25,250	\$ 28,040	111.05%
Merchandise	\$ 7,902	Merchandise	\$ 11,058	\$ (3,156)	-28.54%
Knickers Pub	\$ 25,396	Knickers Pub	\$ 33,750	\$ (8,354)	-24.75%
Total	\$ 231,088	Total	\$ 280,115	\$ (49,027)	-17.50%
Sales Tax Deducted		Sales Tax Deducted			

Operations Costs Not Available

FY 23 1st QTR

FY 23 1st QTR was a disaster revenue and rounds wise. While difficulty was expected due to Hurricane Ian, management did not expect the delays in debris clean up. The Golf Course was closed until November 7th and re - opened only to be shut down to nine holes on November 28. Coral Oaks did not re open for 18 holes again until December 22nd. Rates were adjusted to incentivize customers. The adjustments had some positive impact. Course Conditions are fair, we currently are without an agronomist on site. Hiring the maintenance positions is a challenge at the rates we are offering.

1st QTR Rds

FY 22 FY 23 1st Qtr	October	October	November	November	December	December	Totals	Totals	QTR	
	2021	2022*	2021	2022*	2021	2022*	Last Year	Current	Over / Under	
Passholder Round Totals	1,036	0	1118	870	1317	967	3471	1837	-1634	-47.08%
Daily Play Totals	2,225	0	3294	1649	3646	296	9165	1,945	-7220	-78.78%
Speciality Round Totals	1,522	0	614	315	596	2,394	2,732	2,709	-23	-0.84%
Totals	4,783	0	5,026	2,834	5,559	3,657	15,368	6,491	-8,877	-57.76%

Rec - Trac revenues not verified by finance

FY 22 1st QTR	FY 23	FY 22 1st QTR	FY 22	O/U \$	O/U %
Greens Fees	\$193,052	Greens Fees	\$242,695	(49,643)	-25.71%
Cart Rental Fee	\$53,413	Cart Rental Fee	\$218,333	(164,920)	-308.76%
Annual Pass Card	\$94,614	Annual Pass Card	\$121,187	(26,573)	-28.09%
Merchandise	\$13,777	Merchandise	\$26,692	(12,915)	-93.74%
Knickers Pub	\$41,718	Knickers Pub	\$89,753	(48,035)	-115.14%
Total	\$419,601	Total	\$757,120	(337,519)	-80.44%
	Sales Tax Deducted			Sales Tax Deducted	

Operations Costs Not Available Due to Tyler Munis System Training

4. C Maintenance overview.

Coral Oaks has positions posted for Superintendent and Maintenance Specialist (Assistant Superintendent) the importance of an onsite agronomist is integral to turf health, long term care and a strong golf course maintenance program. The challenges we face are budget related, wages, fertilizer and pesticide costs, fuel costs and equipment costs and delays have created unforeseen difficulties. In the November GAB meeting we announced a Superintendent had been appointed, the individual was unable to find affordable housing at the wage we were paying and rescinded his acceptance of the offer.

4. D Marketing Programs.

Coral Oaks rates for peak season FY22 are \$79 before 12 noon, \$69 after 12 noon and \$59 after 2 pm. We have radio ads in February and March. Social media, newsletters, and e-blasts are also in place. The City-Wide communications team has taken over the advertising for Coral Oaks.