

To: NGCA Members
From: Barney Caulfield, Chairman NGCA
Re: Minutes of NGCA monthly meeting of July 17, 2019

Members Present

Bernard Caulfield
Bob Malouf
Richard Strouse
Michael Driscoll
David DiBattista
J.P. Mereen
Richard Podurgiel

Others Present

Mike Svab, Pro Manager
Eric Kundahl, Superintendent
Sandra Kuchta, Finance
Ray Lathrop, Member's Club

Call to Order

- Chairman Caulfield called the July 17, 2019 meeting of the Norwich Golf Course Authority to order at 7:00p.m.

Minutes

- A motion to approve the minutes of the June 19, 2019 meeting of the Norwich Golf Course Authority was made by Mr. Mereen, seconded by Mr. Malouf, and approved unanimously.

Financial Report

- Ms. Kuchta presented the financial report.

Revenues for the month of June 2019 were \$133,426.58 compared to budgeted Revenues of \$131,280, \$2,156.58 over budgeted Revenues and \$2,353.02 under June 2018 Revenues.

YTD Revenues for June 2019 were \$580,819.25, compared to budgeted Revenues of \$544,921, \$35,898.25 over budgeted Revenues and \$65,994.73 over YTD June 2018 Revenues.

Expenses for the month of June 2019 were \$107,965.99 compared to budgeted Expenses of \$143,383.34, \$35,417.35 under budgeted Expenses and \$21,297.37 under June 2018 Expenses.

YTD Expenses for June 2019 were \$519,643.60 compared to budgeted Expenses of \$551,286.72, \$31,643.12 under budgeted Expenses and \$12,953.34 under YTD June 2018 Expenses.

Revenues exceeded Expenses in the month of June 2019 by \$25,460.59, which is over budget by \$37,563.93.

Revenues exceeded Expenses YTD June 2019 by \$61,175.65, which is over budget by \$67,541.37.

ON A CASH BASIS, YTD Revenues exceeded YTD Expenses as of June 2019 by \$77,970.17, which is over budget by \$64,729.05. This takes into consideration adding back depreciation expense and subtracting out the payments for the Dime Bank financed lighting project and the ongoing water project.

Items of interest on the Balance Sheet include:

- a. Interfund Loan Obligations and Construction in Progress have not increased in June as there were no payments made to WSP in the month. An initial payment on the loan obligation was made in June and results in the Interfund Loan Obligation being reduced by \$10,000. Total balance of the Interfund Loan Obligation as of the end of June 2019 is \$216,025.54.
- b. During June a payment was made on the Dime Bank financed lighting project loan leaving 8 payments remaining.
- c. The Due to General Fund is the NGCA's cash balance as of June 30, 2019. When the amount is in the liability section a cash balance is negative and represents monies owed to the City.
- d. The balance in Accounts Payable (Products/Services that have been purchased but not yet been paid for as of June 30, 2019) is \$38,529.82. This will reduce cash when paid in July.
- e. As membership fees are collected, a portion is due to the Member's Club. In June of 2019 this amount was presented as an invoice of the sum owed through June 30, 2019 to be paid during July and is included in the accounts payable balance referenced in paragraph d.

Cash Balance at the end of June 2019 was (\$36,862.52). As the balance is negative it indicates the NGCA owes this sum to the City of Norwich.

A motion to receive the financial report was made by Mr. Podurgiel, seconded by Mr. DiBattista, and approved unanimously.

Ms. Kuchta reported that the rent due under the restaurant lease is paid through the end of July 2019. A motion to receive this report was made by Mr. Podurgiel, seconded by Mr. Mereen and approved unanimously.

Correspondence

- No correspondence has been received.

Chairman's Report

- No report presented

Water Supply and Irrigation Project

- Mr. Svab reported that two engineers from WSP had recently been to the course and determined that the water flow is under the maximum level at which testing can take place. With a tournament scheduled for July 18th and the Norwich Invitational to take place on the weekend of July 19th – July 21st, the target dates for the testing will be in late July or early August.

COMMITTEE REPORTS

- **Clubhouse Committee**

No report presented.

- **Greens Committee**

No report presented.

- **Planning Committee**

No report presented.

- **Budget Committee**

No report presented.

- **Beautification Committee**

Mr. Podurgiel noted that mulch is being placed in appropriate areas on the course. Mr. Svab mentioned the 1st tee area in particular stating his opinion that the appearance has been improved by the mulching and other work done there.

- **Clubhouse Subcommittee**

No report presented.

- **Maintenance Subcommittee**

No report presented.

- **Superintendent's Report**

Mr. Kundahl advised that a new to the course greens mower, a Triflex, has arrived and is being used. This unit has an 11-blade reel system which is an improvement over the 9-blade reel systems installed on mowers prior to 2009. The result is a tighter and smoother cut. The improvement has been noticed by members and players at the course.

Ms. Kuchta and Mr. Kundahl noted that the funds made available to the NGCA through the recent city budget have been used for the purchase of new equipment to arrive at the course shortly.

- **Pro Manager's Report**

Mr. Svab indicated the SCADD Tournament is scheduled for July 18, 2019, and that 147 players have signed up for the Norwich Invitational to commence on Friday, July 19, 2019. The forecast is for a very hot and humid weekend and arrangements are being made to make the maximum number of golf carts available for competitors first and spectators after the competitor demand is met. The Connecticut Open Tournament is scheduled for this weekend as well but it does not appear to have had adverse effect on the number of players seeking to qualify for the Norwich Invitational.

- **Member's Club**

Mr. Lathrop reported that the members are looking forward to the Invitational.

Adjournment

A motion to adjourn the meeting was made at 7:22 p.m. by Mr. Malouf, seconded by Mr. DiBattista, and approved unanimously.