



CITY OF JERSEY VILLAGE, TEXAS

GOLF COURSE ADVISORY COMMITTEE NOTICE OF A MEETING

July 11, 2022 at 5:30PM.
Jersey Meadow Golf Club
8502 Rio Grande. Jersey Village, TX 77040

AGENDA

1. Call to order
2. Approve Minutes from 5-9-2022
3. Citizen comments
Any person who desires to address the Golf Course Advisory Committee regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Committee Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments.
4. Items for individual consideration
 - a. Old Business
 - b. Clubhouse Update – *Matt Jones*
 - c. Water well and Irrigation update - *Matt Jones*
5. Staff briefings
 - a. Golf Course Operations Report - *Matt Jones*
 - b. Golf Course Maintenance Report - *Richard Flores*
6. Future agenda item request
7. Next meeting date:
September ??? Council Meeting has been moved to September 12, 2022
8. Adjournment

I, Maria Thorne, Parks and Recreation Administrative Assistant, City of Jersey Village, do hereby certify that the foregoing notice was posted in a place convenient to the general public at City Hall on the 6th day of July, 2022 at 12:00 pm.

Maria Thorne,
Parks and Recreation Administrative Assistant

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending public meetings. Request for accommodations must be made to the Parks Administrative Secretary by calling 713-466-2174 forty-eight (48) hours prior to the meetings.

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

**GOLF COURSE ADVISORY COMMITTEE
MINUTES OF MEETING
May 9, 2022**

1. Call to Order & Attendance

Meeting was called to order at 5:30 pm by Greg Fair.

Eddie Martinez		Kevin Ross	<i>present</i>
Greg Fair	<i>present</i>	Gary Wubbenhorst	
Jane Arnett	<i>present</i>	Matt Jones	<i>present</i>
David L. Lock	<i>present</i>	Richard Flores	<i>present</i>
Ronald Schielke	<i>present</i>	Robert Basford	<i>present</i>
Ceri Davies	<i>present</i>	Maria Thorne	<i>present</i>

2. Approval of the 3-14-22 meeting minutes

Motion was made to approve minutes by David and was seconded by Ronald. Motion carried.

3. Citizen Comments

None

4. Items for individual consideration

a. Old business

None.

b. Clubhouse Update – Robert Basford

Greg asked that this item be skipped for the time being until Robert arrives.

The committee returned to discussing this item at 5:44pm.

Robert said that FGMA has been selected to do the redesign of the clubhouse.

They had an, introductory meeting, and a visit to the existing facility. They had two schematic design meetings to discuss initial square footage and general layout and are utilizing the feedback and research from the last designs.

Still looking at cost and feasibility of gutting the existing building for use as a pavilion or event facility. There will be a meeting on May 19th to get a closer design. They also put out a request for quotes (RFQ) for a construction manager at risk (CMAR).

Greg asked for clarification and Robert explained that the CMAR will assist in construction estimation, will work with the design team, assist with the creation of construction documents and bids, and will manage the construction. The bids will be opened early in June and results will be presented to council.

Robert and Matt encouraged committee members to submit ideas and images of things that they like from other clubhouses to help put together a vision bank.

The new building would be single story and would include the pro shop, bar grill, nice restrooms, kitchen, pro shop, office, and storage. The existing structure would be used for rentals, parties, events, tournaments, JVSO, bingo nights, watch parties, scouts, etc.

Jane commented that it would be good to have meeting rooms or recreation spaces

for smaller groups as well.

David asked why the committee has not been involved in the meetings with FGMA. Robert explained that they are still in the initial phases of design but that committee members are welcome to attend upcoming meetings. Robert said that they could do special meetings for the committee and that they could meet monthly instead of every other month for a while. There are no drawings at this time

The budget is not concrete yet, but they are trying to keep to 5.3 million. The CMAR will help determine the price per square footage. It may be possible to leave the existing structure as it is or as an open air pavilion and then maybe close it in later.

Ron asked if a target date for starting construction had been set and Robert stated that at this time they are looking to break ground in January or February 2023.

A construction company for the club house has not been selected, but the design company that was selected for the architectural designs has golf course club house experience.

The upcoming meetings with the design company will be on May 19, June 2, and on June 23. Greg asked that a notice be sent out to committee members.

5. Staff briefings

a. Golf Course Operations Report – Matt Jones

Matt talked about the sluice motor system on the berm at number 6. He said that he is aware that it is an eyesore and that looking at options to getting it structured down for aesthetics and to prevent it from getting hit.

Matt reported that March and April revenues were very good. They had the best April in revenues from the pro shop at about a quarter of a million dollars. They also had about 52,000 rounds in that month. Weather was great. Income per round was about the same for the last two months.

Matt also commented that they are a little too busy. The golf course can't handle so many games. They had over \$22,000 just on the driving range in April.

Matt said that they have begun phase 1 of the net project and they hope to have it done by Friday or Monday. He is hoping that they can get approved for phase 2. There are some beautification projects going on and the parks supervisor will help to get some landscaping done. The roundabout is looking good.

The course is going to be closed tomorrow for maintenance and major aerification of the greens. The course will also close on May 24th and will close bimonthly for the next 3 months to see if that will help to improve the condition of the course. They will need to determine if the improvement to the course is noticeable enough to offset the loss of revenue caused by closing bimonthly for maintenance. The maintenance plan for tomorrow includes aeration and also having a company come out to trim trees. The maintenance plan for May 24th will include sodding greens 5, 9, the back of 17, and other smaller places. They will rope off the newly sodded areas for 6 to 8 weeks until they are playable.

Matt mentioned that they will be seeing some New Jersey rough areas on the golf course. They are putting them in for definition and in areas that are out of play. That will reduce the use of fertilizers and chemicals where they are not needed.

b. Golf Course Maintenance Report – Richard Flores

Richard talked about the first aerification of the year and said that they would be concentrating on aerating more this year. He mentioned that they will have a company come in to trim trees to allow for more sunlight onto the grass. The fairways were top dressed in April and they plan to top dress two more times this year.

They will also be adding soil amendments including gypsum to grow better root systems. The goal is to improve the greens that are thin. They will sod areas that are not filling in on the 24th

Richard mentioned the difficulty of spraying when it is too windy and he also described the plan to improve the tee boxes. The tees were over seeded with rye for the winter but the rye is still hanging on. They may just use dye next fall instead of rye. They plan to resize the tee boxes.

The course will be playable on Wednesday and they will be offering a \$10 discount on Wednesday and Thursday due to the treatments done on the course

Ron commented that number 9 is looking good and has recovered well. Greg asked when the pumps were going to be operational –Robert said that we are waiting on the electric meters. Greg also asked for water in the ball washers.

6. Future agenda items request

None

7. Next Meeting Date:

7-11-2022 at 5:30 pm

8. Adjournment

Greg asked for a motion to adjourn the meeting at 6:21 pm. The motion was made by Ron and was seconded by Jane



Jersey Village, TX

Golf Course Monthly Financial Statements

Group Summary

For Fiscal: 2021-2022 Period Ending: 06/30/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 11 - GOLF COURSE FUND						
Department: 80 - 80						
85 - FEE & CHARGES FOR SERVICE	2,110,800.00	2,110,800.00	221,983.28	1,616,396.31	-494,403.69	76.58%
96 - INTEREST EARNED	150.00	150.00	234.67	297.82	147.82	198.55%
97 - INTERFUND ACTIVITY	237,098.86	237,098.86	0.00	0.00	-237,098.86	0.00%
Department: 80 - 80 Total:	2,348,048.86	2,348,048.86	222,217.95	1,616,694.13	-731,354.73	68.85%
Department: 81 - CLUB HOUSE						
30 - SALARIES, WAGES, & BENEFITS	532,755.26	532,755.26	40,946.90	386,436.96	146,318.30	72.54%
34 - COST OF SALES	159,500.00	159,500.00	25,432.30	150,565.98	8,934.02	94.40%
35 - SUPPLIES	17,350.00	17,350.00	513.72	12,790.03	4,559.97	73.72%
45 - MAINTENANCE	5,950.00	5,950.00	209.96	8,760.74	-2,810.74	147.24%
50 - SERVICES	39,000.00	39,000.00	2,866.01	23,242.73	15,757.27	59.60%
54 - SUNDRY	79,900.00	79,900.00	0.00	54,184.53	25,715.47	67.82%
55 - PROFESSIONAL SERVICES	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00%
60 - OTHER SERVICES	20,000.00	20,000.00	0.00	21,000.52	-1,000.52	105.00%
97 - INTERFUND ACTIVITY	148,950.00	148,950.00	0.00	0.00	148,950.00	0.00%
Department: 81 - CLUB HOUSE Total:	1,006,905.26	1,006,905.26	69,968.89	656,981.49	349,923.77	65.25%
Department: 82 - COURSE MAINTENANCE						
30 - SALARIES, WAGES, & BENEFITS	640,887.88	640,887.88	39,096.16	361,071.26	279,816.62	56.34%
35 - SUPPLIES	141,200.00	141,200.00	405.53	112,219.82	28,980.18	79.48%
40 - MAINTENANCE--BLDGS, STRUC	4,000.00	4,000.00	0.00	932.00	3,068.00	23.30%
45 - MAINTENANCE	10,000.00	10,000.00	-5,117.03	5,971.54	4,028.46	59.72%
50 - SERVICES	8,000.00	8,000.00	306.15	5,603.50	2,396.50	70.04%
54 - SUNDRY	90,500.00	90,500.00	22,714.80	338,796.02	-248,296.02	374.36%
55 - PROFESSIONAL SERVICES	3,000.00	3,000.00	0.00	1,329.80	1,670.20	44.33%
97 - INTERFUND ACTIVITY	375.00	375.00	0.00	0.00	375.00	0.00%
Department: 82 - COURSE MAINTENANCE Total:	897,962.88	897,962.88	57,405.61	825,923.94	72,038.94	91.98%
Department: 83 - BUILDING MAINTENANCE						
35 - SUPPLIES	5,600.00	5,600.00	725.93	3,425.83	2,174.17	61.18%
40 - MAINTENANCE--BLDGS, STRUC	16,000.00	16,000.00	865.69	8,334.51	7,665.49	52.09%
45 - MAINTENANCE	2,000.00	2,000.00	0.00	1,725.96	274.04	86.30%
50 - SERVICES	25,000.00	25,000.00	1,795.17	14,543.43	10,456.57	58.17%
55 - PROFESSIONAL SERVICES	800.00	800.00	0.00	514.00	286.00	64.25%
Department: 83 - BUILDING MAINTENANCE Total:	49,400.00	49,400.00	3,386.79	28,543.73	20,856.27	57.78%
Department: 87 - GC CAPITAL IMPROVEMENT						
70 - CAPITAL IMPROVEMENTS	63,125.00	63,125.00	4,687.50	61,035.63	2,089.37	96.69%
Department: 87 - GC CAPITAL IMPROVEMENT Total:	63,125.00	63,125.00	4,687.50	61,035.63	2,089.37	96.69%
Department: 88 - EQUIPMENT MAINTENANCE						
30 - SALARIES, WAGES, & BENEFITS	68,555.72	68,555.72	5,752.07	50,919.37	17,636.35	74.27%
35 - SUPPLIES	29,150.00	29,150.00	2,933.80	22,097.90	7,052.10	75.81%
45 - MAINTENANCE	6,000.00	6,000.00	0.00	4,545.06	1,454.94	75.75%
50 - SERVICES	500.00	500.00	0.00	0.00	500.00	0.00%
97 - INTERFUND ACTIVITY	226,450.00	226,450.00	0.00	0.00	226,450.00	0.00%
Department: 88 - EQUIPMENT MAINTENANCE Total:	330,655.72	330,655.72	8,685.87	77,562.33	253,093.39	23.46%
Fund: 11 - GOLF COURSE FUND Surplus (Deficit):	0.00	0.00	78,083.29	-33,352.99	-33,352.99	0.00%
Report Surplus (Deficit):	0.00	0.00	78,083.29	-33,352.99	-33,352.99	0.00%

FY 2021-2022													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2397	2623	3906	2991	2480	3650	4267	4246	4035				30595
Tournament Rounds	372	478	179	385	360	528	803	437	397				3939
Range buckets	1585	1715	1766	1750	1590	2184	2801	1915	2014				17320
Unearned Revenue	(556.33)	514.85	-5949.83	1,720.67	1612.93	-274.22	-575.20	58.13	538.58				-2910.42
All Memberships	2,549.04	1,542.74	5,865.67	3,997.46	3,767.58	3,141.31	3,663.03	1,891.30	7,780.17				34,198.30
Green Fees	65,544.86	78,370.08	124,320.31	100,457.95	81,773.18	126,316.61	153,285.75	153,551.91	145,932.85				1,029,553.50
Tournament Fees	10,948.44	13,288.54	4,891.74	12,613.60	12,335.54	18,762.63	35,021.54	14,233.05	13,847.52				135,942.60
Range Fees	14,489.57	14,786.57	16,660.55	13,857.89	14,225.30	19,619.82	22,168.32	16,538.79	16,676.60				149,023.41
Club Rental	570.00	550.00	750.00	470.00	575.00	1,065.00	1,245.00	1,405.00	765.00				7,395.00
Sales of Merchandise	17,121.81	19,125.27	28,937.12	16,692.98	12,081.97	24,827.62	22,286.23	34,034.97	30,282.60				205,390.57
Concession Fees	4,234.29	4,478.32	4,472.80	3,616.67	3,428.00	5,717.07	7,183.73	6,065.59	6,009.66				45,206.13
Miscellaneous Fees	745.00	572.50	1,227.50	4,620.00	2,122.50	3,080.00	1,090.00	797.50	945.00				15,200.00
Total Income	115,646.68	133,228.87	181,175.86	158,047.22	131,922.00	202,255.84	245,368.40	228,576.24	222,777.98	-	-	-	1,618,999.09
Weather Totals		3RO/3W/1H	1RO/4WD/1H	4RO/5WD	3RO/9W	2RO/3WD/1CM	3WD/1CM	2WD/3CM	2CM				
Income Per Round	\$41.05	\$42.30	\$44.37	\$45.12	\$44.56	\$47.72	\$47.79	\$48.39	\$48.39	\$0.00	\$0.00	\$0.00	\$45.98

FY 2020-2021													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	4199	3833	3206	3215	2280	3783	4087	2324	3072	2821	2836	2533	38189
Tournament Rounds	432	411	259	331	305	440	529	124	203	191	291	190	3706
Range buckets	2502	2139	1223	1788	1486	2241	2466	1307	1502	1498	1382	1258	20792
Unearned Revenue	(1,828.70)	-1677.03	-4123.64	2,577.07	2064.97	-958.42	206.90	-92.10	575.09	-127.91	-155.38	-27.46	-3566.61
Star Memberships	2,377.46	2,736.33	5,954.76	7,521.62	1,915.74	4,635.35	3,159.33	1,995.45	4,803.60	3,233.89	3,180.76	6,454.90	47,969.19
Green Fees	141,058.90	124,752.60	109,221.89	105,315.36	71,692.37	119,546.11	121,128.32	62,875.00	80,447.99	80,645.70	81,404.77	71,499.41	1,169,588.42
Tournament Fees	13,045.47	13,682.26	8,298.51	10,179.60	9,200.71	14,142.00	18,269.46	2,903.42	4,212.42	4,527.46	8,223.60	4,834.56	111,519.47
Range Fees	17,672.31	16,345.86	11,579.13	15,033.71	11,146.53	19,095.87	20,049.84	13,537.90	12,704.06	14,081.06	11,890.88	12,542.44	175,679.59
Club Rental	390.00	400.00	200.00	225.00	275.00	648.00	680.00	468.75	500.00	495.00	605.00	450.00	5,336.75
Sales of Merchandise	17,709.62	19,202.56	24,247.44	13,485.64	14,168.19	24,726.37	26,656.07	13,570.96	18,020.66	18,184.21	18,934.56	14,113.44	223,019.72
Concession Fees	6,097.49	4,843.35	3,944.58	3,819.87	2,830.15	5,123.29	5,450.52	3,378.74	4,157.36	3,740.46	3,714.91	3,334.53	50,435.25
Miscellaneous Fees	2,450.00	2,530.00	3,888.25	4,914.50	2,224.50	3,717.50	1,762.50	407.50	937.50	785.70	960.51	515.00	25,093.46
Total Income	198,972.55	182,815.93	163,210.92	163,072.37	115,518.16	190,676.07	197,362.94	99,045.62	126,358.68	125,565.57	128,759.61	113,716.82	1,805,075.24
Weather Totals	1RO/1CM	2RO/2W/1H	4RO/4W/1H	4RO/9W	7RO/7W	5W/1CM	1RO/4W/1CM	5RO/9W/5CM	3RO/5W	1RO/13W/1H	5WD	3RO/7W/	28RO/63W/ 8CM/3H
Income Per Round	\$42.85	\$42.83	\$46.57	\$43.14	\$43.15	\$44.28	\$42.03	\$39.68	\$36.94	\$40.66	\$40.21	\$39.40	\$42.03

FY 2019-2020														
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals	
Rounds played	2822	2566	3505	2388	2490	2854	119	4916	4325	4935	4516	2533	37969	
Tournament Rounds	447	418	203	289	384	159	0	148	354	252	314	190	3158	
Range buckets	1508	1433	1478	1209	1581	1335	0	2205	1892	2053	2105	1258	18057	
Unearned Revenue	400.91	-317.89	-2154.02	888.22	2151.38	-869.36		-1196.43	(2,268.55)	-886.59	-1067.16	-27.46	-5346.95	
Star Memberships	5,042.78	2,178.46	4,127.77	4,402.75	3,400.19	8,901.18		7,176.37	6,040.07	4,346.20	3,191.19	6,454.90	55,261.86	
Green Fees	80,370.21	78,523.77	110,211.22	60,955.71	72,572.18	82,188.50	2,954.35	163,982.17	138,989.99	157,398.71	147,675.64	71,499.41	1,167,321.86	
Tournament Fees	13,053.96	12,342.40	5,437.16	8,154.89	10,871.77	4,486.89		3,982.41	10,281.47	7,587.12	8,601.62	4,834.56	89,634.25	
Range Fees	10,699.65	8,606.44	13,836.14	7,972.55	10,145.66	10,230.65		15,918.29	13,079.70	15,253.98	15,050.54	12,542.44	133,336.04	
Club Rental	300.00	320.00	360.00	320.00	575.00	545.00			505.00	350.00	525.00	450.00	4,250.00	
Sales of Merchandise	16,110.06	14,074.31	18,896.41	11,981.09	13,269.78	11,835.19	224.37	21,452.21	22,601.63	23,408.83	20,116.55	14,113.44	188,083.87	
Concession Fees	3,716.48	3,343.51	3,615.00	3,134.23	3,516.51	3,098.47	94.01	5299.63	4,980.36	5,047.86	5,384.34	3,334.53	44,564.93	
Miscellaneous Fees	424.00	1,253.00	675.00	4,824.00	2,533.00	2,230.00	60.00	900.00	940.00	2,467.50	3,445.00	515.00	20,266.50	
Total Income	130,118.05	120,324.00	155,004.68	102,633.44	119,035.47	122,646.52	3,332.73	217,514.65	195,149.67	214,973.61	202,922.72	113,716.82	1,697,372.36	
Weather Totals	4W/2RO/ 1CM	1W/5RO/ 1CM/1H	1W/1RO/1H	13W/5RO/ 0CM	5W/6RO/ 1CM	5W/1CM/7CVD- 19	27 CVD-19	1W/2RO/ 1CM	1W/3RO/ 1M	4W/1RO/ 1M	3W/2RO/ 1M	3RO/7W/		39W/29RO/8CM/ 4H/34CV
Income Per Round	\$38.14	\$39.70	\$41.27	\$36.36	\$39.49	\$38.04	\$28.01	\$41.77	\$40.90	\$40.78	\$41.57	\$39.40	\$40.06	

FY 2018-2019													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2389	2319	2117	1993	1873	3241	4169	3196	3346	4392	3809	4202	37046
Tournament Rounds	582	393	299	257	297	367	526	636	682	304	304	330	4977
Range buckets	1265	955	970	1031	1046	1284	1368	1181	1591	1606	1544	2245	16086
Unearned Revenue	-1472.95	-1668.62	-3443.07	1,430.45	60.48	-134.21	504.86	-1359.80	(2,370.72)	-229.23	-201.60	-2251.51	(11,135.92)
Star Memberships	2,094.31	1,601.02	3,748.62	2,358.88	1,996.45	6,057.91	5,552.78	3475.34	2,823.76	4,319.36	4588.93	5543.08	44,160.44
Green Fees	65,328.60	52,816.14	68,371.79	42,809.31	44,185.56	85,369.39	103,277.89	88751.10	96,727.91	121,034.15	104445.40	137051.64	1,010,168.88
Tournament Fees	17,318.04	11,240.60	7,232.24	6,767.13	7,847.31	11,481.95	16,021.51	17097.50	21,215.16	8,816.48	9044.27	10372.60	144,454.79
Range Fees	6,576.03	4,475.29	9,669.19	5,207.18	6,205.01	7,889.27	7,087.90	5831.73	7,207.86	9,019.33	8733.55	17622.61	95,524.95
Club Rental	624.66	325.00	200.00	300.00	240.00	220.00	500.00	480.00	660.00	440.00	260.00	400.00	4,649.66
Sales of Merchandise	15,603.17	12,923.62	11,727.68	7,095.43	14,064.14	14,104.40	20,214.49	19090.89	21,910.22	18,239.02	22489.56	24693.77	202,156.39
Concession Fees	4,576.77	3,087.86	2,869.59	2,652.55	2,637.97	4,628.91	4,886.33	4433.14	4,587.18	4,734.94	4221.99	5803.02	49,120.25
Miscellaneous Fees	1,236.00	258.00	723.00	2,475.00	1,538.94	3,071.00	1,389.00	670.00	1,019.00	570.00	605.00	2735.00	16,289.94
Total Income	\$111,884.63	85,058.91	101,099.04	71,095.93	78,775.86	132,688.62	159,434.76	138,469.90	153,780.37	166,944.05	154,187.10	201,970.21	\$1,555,389.38
Weather Totals	7W / 3RO	11W/4RO/ 1H	11W/2RO/ 1H	15W/3RO	10W/3RO	5W	7W	6W/1RO/ 1CM	6W/2RO	2W/1CM	4W	1W/3RO/1H	89W/21RO/ 3CM/2H
Income Per Round	\$37.45	\$31.39	\$41.72	\$29.91	\$35.35	\$35.13	\$32.67	\$35.58	\$38.07	\$34.68	\$36.42	\$43.84	\$36.23