

Yarmouth Golf Enterprise Committee
Minutes of Meeting
June 14 2021

Attending Committee Members: Ellen Chapman, Ted Deckel, Frank Fields, Jay Frapie, Andrew Laird and Richard Simon. Chris Hanson absent.

Attending from the Golf Operations Department: Scott Gilmore

Attending from the Public: Richard Donovan

The GEC meeting at the Bass River Grill was called to order shortly after 6:00 PM.

1. Prior to opening the meeting, Chairperson Ellen Chapman lead the first of series of orientation sessions for new committee members in accordance with the duties of her office as listed on page 10 of the 'Town of Yarmouth Boards, Commissions and Committees Handbook'. Topics covered included a review of the Handbook, with an emphasis on open meeting law requirements, background on 'enterprise funds' in general and Yarmouth's adoption of this legal structure for golf. Future sessions (open to the public) will include review of:
 - a. the 2019 NGF report to the Board of Selectmen,
 - b. past financial and operating metrics for Cape municipal golf,
 - c. comparison of annual and daily fees for Cape municipal golf,
 - d. impacts of proposed wastewater recharge at Bass River (circa 2025) and
 - e. Capital Expense Framework organization, assumptions and implications
2. The minutes for the GEC's May 10th meeting were approved.
3. The meeting was opened for public comments. Richard Donavan requested additional data on annual pass sales, the amount of debt outstanding, the pace of play target (following a recent 5+ hr round), and the status of cart GPS. He applauded access to additional Chelsea system tee time reports. The meeting continued as many of his questions would be covered as part of the agenda.
4. The Directors report covered the following topics:
 - a) In support of state, regional and national golf associations, golf courses periodically host tournaments. This year, Yarmouth Golf hosted a Mass Am qualifier on June 10th at Bass River, and will host 2 NGPCA Junior events the following week as well two USGA qualifiers (Mid Am and Women's) on August 25th at Bayberry Hills. In past years, the demand for golf during third week of August has extremely low in advance of schools reopening.
 - b) A new 3 year contract for cart GPS was awarded to the prior vendor (GPS Technologies) with a goal to outfit our new fleet in July. Real time GPS data is extremely useful tool to keep pace of play within Yarmouth Golf's 4½ hr target.
 - c) The courses are in good condition heading into peak summer season despite Level 1 drought status. Twenty seasonal maintenance staff are on-board, ten

short of the level needed to complete all maintenance tasks timely, including some once-a-season items (e.g. BR bunker rakes, ball washers).

d) Vendors have been contacted to get estimates for essential 2022 capital improvements that were outlined in the Capital Expense Framework to ensure Bayberry Hills is ready for max utilization in advance of the proposed Bass River recharge project. The adverse impact of recent nationwide price spikes for a broad range of building materials is a concern.

- Balance of exterior repairs and roofing for Bayberry Hills clubhouse and cart barn
- Overdue Links course irrigation, bunker, tee box and fescue restoration.
- Open air group-event pavilion at Bayberry Hills (Laird GEC point person)

e) The next edition of the Yarmouth Golf newsletter should be emailed the third week of June.

f) The demand for golf remains high. Sales of annual passes remain strong (1069 through June 10th) exceeding 2020 total (907) with 3 weeks remaining in the fiscal year. Annual pass fees are almost \$1.0m, \$0.3m ahead of last year with a higher mix of unrestricted passes.

g) The increased pass revenues pushed fiscal year to date income ~\$1.6 million over last year with expenses only slightly above last year. The uncontested approval of the Golf Department FY 2022 \$4.0m budget at town meeting was expected and encouraging.

h) The Golf Department is evaluating options to reduce the seasonal increase in golf balls striking cars from the Bass River tee box at the corner of Highbank & Salt Box Road.

5. The recurring discussion of potential changes to the 2022 Annual Pass options opened with Director Gilmore reporting the NGF favors a continuation of the 2021 fees as rapid re-growth of the annual pass base suggests this is a winning approach. Some GEC members voiced a preference to increase the number of annual pass holders by lowering fees but add fees/policies to reduce the average rounds played. This topic will be included in next month's GEC agenda.
6. The Golf Department received two requests for 2021 annual pass refunds in compliance with policy. The GEC endorsed a partial refund for one case and a full refund to an estate.
7. The following GEC member concerns were covered:
 - a) With the election of new Selectmen, Spring Town Meeting and the appointment of a new town manager completed, the golf department will press town officials for clarification of allocation methodology for fringe benefits and indirect costs consistent with best practices for state enterprise fund

administration. Fringe benefit allocations to the Golf Department appear to be significantly higher than the average to the town. In past years the landscaping services provided by the Golf Dept. for Homer Park have been treated as an offset for indirect costs although preliminary data indicates there is understates the value of the services provided by the Golf Department.

b) The public comment about pace of play was echoed by members of the GEC. The improved (longer) tee time intervals (10 min at BR and 9 min at BH) has reduced, but not eliminated the problem. Additional training for player-assistants and cart GPS that is being rolled-out may help going forward.

c) Although frequency of play remains extremely high for annual pass golfers and the Chelsea point system remains an effective method to ensure equitable levels of rounds played, the perennial issue of demand exceeding supply for weekend morning tee times is ongoing while many afternoon tee times are unused.

d) Delivery of 20 new sets of rental clubs had been expected by mid-April; a revised delivery date has not been provided.

8. Consistent with page 9 of the 'Yarmouth Board, Commissions and Committees Handbook' guidelines, the following GEC members were nominated and approved by unanimous vote to serve in GEC leadership roles for the 2022 fiscal year:
 - a. Ellen Chapman, Chairperson (2nd year)
 - b. Ted Deckel, Vice Chairperson
 - c. Richard Simon, Secretary (2nd year)
9. The GEC will meet next on July 12th at the meeting room in the Bayberry Hills Maintenance Building. The meeting will start at 6 PM, preceded by the second orientation session at 5 PM.

A motion to adjourn was accepted by unanimous rollcall vote about 8:00 PM.