

**Minutes City of Lancaster**  
**Golf Course Committee Meeting**  
**January 14, 2014**

**7:00 PM**

**1. Call meeting to order**

Bob Schmidt called the meeting to order at 7:00 pm.

**2. Roll Call**

Members present were Schmidt, Becker, Haberlie, Hoffman and Schlesner. Others present were City Administrator Winger and Golf Course Director Blanke.

**3. Approve minutes from December 3, 2013 meeting**

Motion by Haberlie, second by Becker to approve minutes with correction that Mr. Hoffman was present and Mr. Becker was not present at the December 3, 2013 meeting. All Ayes.

**4. Convene to closed session to discuss Golf Course kitchen lease.**

Motion by Becker, second by Haberlie to move into closed session to discuss kitchen lease.

Roll Call: All Ayes to move into closed session.

**5. Resume to open session**

Motion by Haberlie, second by Hoffman to move back into open session. All Ayes.

Motion by Hoffman second by Becker to recommend approval of the kitchen lease to the City Council with four minor changes as noted by Schmidt and Winger. All Ayes.

**6. Update from Director Blanke**

Director Blanke updated the committee on membership rates, golf pro-shop, personal golf cart agreement and tentative event schedule for 2014. Blanke noted that he is working on updating rules and regulations and setting up new pricing in the computer. Blanke also noted that we are getting more people from Dubuque.

**7. Motion to adjourn**

Motion by Schmidt, second by Schlesner to adjourn at 7:53 pm. All Ayes.

**Minutes City of Lancaster**  
**Golf Course Committee Meeting**  
**March 11, 2014**

**7:00 PM**

**1. Call meeting to order**

Bob Schmidt called the meeting to order at 7:11 pm.

**2. Roll Call**

Members present were Schmidt, Becker, and Schlesner. Absent: Haberlie, Hoffman. Others present were City Administrator Winger and Golf Course Director Blanke.

**3. Approve minutes from January 14, 2014 meeting**

Motion by Schmidt, second by Becker to approve minutes from January 14, 2014 meeting. All Ayes.

**4. Update from Director Blanke**

Director Blanke updated the committee on the Midwest Golf Card. He would like to limit the number of times the card can be used. Blanke will be running some radio ads on WGLR. There will be discounts for online booking. Blanke is researching discount booklets for fundraising events. He is researching a Junior Golf League for ages 8-18. Blanke brought signage samples for advertising on the golf course. If all the signs are sold it will be a profit of \$12,240. Blanke explained that the golf cart lease has been signed and new carts are on the way. Blanke commented that the golf club inventory will be in soon. Blanke commented on continuing work on holes #5 & #7. Becker and Schlesner suggested he also address hole #12 because it is very steep. Blanke commented that he will have a summer schedule out soon. Schmidt inquired about the golf parking lot. Administrator Winger replied that the project is budgeted and scheduled for construction in early June. Winger commented that he would make contact with the City Engineer, Mark Fisher, to see where he is at with the project.

**5. Motion to adjourn**

Motion by Schmidt, second by Becker to adjourn at 7:50 pm. All Ayes.

**Minutes City of Lancaster**  
**Golf Course Committee Meeting**  
**May 15, 2014**

**7:30 PM**

**1. Call meeting to order**

Chad Olmstead called the meeting to order at 7:35 pm.

**2. Roll Call**

Members present were Chad Olmstead , Richard Becker & Pat Schlesner . Others present were the Golf Course Director, John Blanke.

**3. Approve minutes from March 11, 2014 meeting**

Motion by Becker, seconded by Schlesner, to approve minutes from the March 11, 2014 meeting. All Ayes.

**4. Board agreed on Schedule for meetings:** April, August, October, November and December. The next meeting is scheduled for August 14<sup>th</sup> at 6:30PM at City Hall.

**5. Update from Director Blanke**

Director Blanke updated committee on the advertising schedule. The Golf Course is currently running print ads in the Telegraph Herald, Herald Independent and other tourism books. He showed examples of internet advertising and social media along with player discount cards and other customer retention programs. He also went over advertising with WGLR radio. Updates were given on golf course maintenance (irrigation system, chemical program, staffing, top dressing and mowing). Report and update presented on current revenue through May 15<sup>th</sup>. He gave a comparison report for revenue for memberships, green fee, carts and over revenue for 2014 compared to 2013 showing that overall, revenue is up by \$18,332.00. He also discussed the value of Membership and how to continue to add value to ease concerns of public. Concluding his report with a brief update about the parking lot project.

**6. Motion to adjourn**

Motion by Schlesner, seconded by Becker to adjourn at 8:40 pm. All Ayes.

**Minutes City of Lancaster**  
**Golf Course Committee Meeting**  
**August 14th, 2014**

**7:30 PM**

**1. Call meeting to order**

Chad Olmstead called the meeting to order at 6:31 pm.

**2. Roll Call**

Members present were: Chad Omstead , Richard Becker, Mike Haberlie, Bob Hoffman & Pat Schlesner . Others present were: City Administrator Steve Winger & Golf Course Director Blanke.

**3. Approve minutes from May 15<sup>th</sup> , 2014 meeting**

Motion by Haberlie, second by Hoffman to approve minutes from May 15th, 2014 meeting. All Ayes.

**4. Board agreed on Schedule next meeting for: Next Meeting Scheduled for October 9<sup>th</sup> at 6:00 at City Hall**

**5. Update from Director Blanke**

Director Blanke updated committee about the schedule 2014 golf course projects . We enlarged bunkers on Holes #5 & & and added a new bunker to hole #15 with a mound. He gave a update on the parking lot project. The parking lot is done along with the curbs. Parts of the sidewalk and pad for dumpsters had to be repaired due to rain damage. We will have to wait until next spring to see if everything holds up per Strand engineering. New mounds and flower beds will be added around the parking lot to help with water flow and overall look of parking area. He gave an update on tee signs. The project is being delayed due to material shortage and manufacturing mistakes. The leases for signs will now start in Spring of 2015. He also gave a report and update on current revenue through August 14<sup>th</sup>. He gave a comparison report for overall revenue for 2014 compared to 2013. Overall, revenue is up by \$21,722.88.

**6. Motion to adjourn**

Motion by Hoffman, second by Becker to adjourn at 8:40 pm. All Ayes.

**Minutes City of Lancaster**  
**Golf Course Committee Meeting**  
**November 10th, 2014**

**6:00 PM**

**1. Call meeting to order**

Chad Olmstead called the meeting to order at 6:02 pm.

**2. Roll Call**

Members present were: Chad Olmstead , Mike Haberlie, Bob Hoffman & Pat Schlesner . Others present were: Golf Course Director Blanke.

**3. Approve minutes from August 14<sup>th</sup>, 2014 meeting**

Motion by Haberlie, second by Schlesner to approve minutes from August 14th, 2014 meeting. All Ayes.

**4. Board agreed on Schedule next meeting for: Next Meeting Scheduled for December 9<sup>th</sup> at 6:00 at City Hall**

**5. Update from Director Blanke**

Director Blanke updated committee about the 2014 golf season and the financials. In his report and update he gave a comparison for overall revenue for 2014 compared to 2013 through November 10th. Overall, revenue is up by \$23,814.74. Marketing, events and referral programs were discussed for the 2015 season. A marketing plan, event schedule and programs will be discussed further in the December meeting and finalized. The board also discussed 2015 golf course projects and will discuss further, the projects will be prioritized and finalized in December meeting.

Director Blanke also discussed proposed rates for the 2015 season and recommended the Golf Board review the rates and discuss.

After the Golf Board review and discussed the rates Mike Haberlie motioned that the rates be sent to the Council for approval and Bob Hoffman second the motion.

**6. Motion to adjourn**

Motion by Hoffman, second by Haberlie to adjourn at 7:23 pm. All Ayes.

**Minutes City of Lancaster**  
**Golf Course Committee Meeting**  
**December 9<sup>th</sup>, 2014**

**6:00 PM**

**1. Call meeting to order**

Chad Olmstead called the meeting to order at 6:00 pm.

**2. Roll Call**

Members present were: Chad Olmstead , Mike Haberlie & Dick Becker. Others present were: Golf Course Director Blanke.

**3. Approve minutes from November 10th, 2014 meeting**

Motion by Haberlie, second by Becker to approve minutes from **November 10th, 2014** meeting. All Ayes.

**4. Board agreed on Schedule next meeting for: Next Meeting Scheduled for April 14<sup>th</sup> at 6:00 at City Hall**

**5. Update from Director Blanke**

Director Blanke and the committee discussed course improvements, 2015 events and New Member and Member incentives. The committee decided to use the 2015 course maintenance budget on a new sand trap on hole 6 and hole 11. The committee also discussed the budgeted money of four new trees and the course and will decide in April's meeting the placement of those trees. The committee also discussed the 2015 events and event schedule and gave Director Blanke suggestion and Ideas for him to create the 2015 event calendar. The committee also discussed and agreed on several new member and member incentives. Rules and regulation will be formed for those incentives and will be reviewed at the next meeting

**6. Motion to adjourn**

Motion by Haberlie, second by Becker to adjourn at 7:23 pm. All Ayes.