

**City of Lancaster  
Notice of  
Golf Course Committee Meeting**

**Date:** April 12, 2024

**Time:** 7:00 PM

**Place:** 5 Golf Rd., Lancaster Country Club, Lancaster, WI

**Agenda:**

1. Call Meeting to order at 7:01
2. Roll Call : present Sam, Sarah, Mike, Linda, Kaden - absent Dick Becker, Dave Kurihara, Ron Mara
3. Public Comment - none
4. Approve Golf Course Committee minutes 11-6-23  
First: Linda Second Kaden Crapp
5. Discuss golf fundraiser
  - a. Changed date from May 3, 2024 to July 12, 2024
  - b. Registration 8:30-9:30; tee off shot gun start at 9:30
  - c. Fee - \$400 per team/ \$100 per person (4-person best ball)
  - d. Caterer - Soggy Bottoms check and see if they are available
  - e. Try for 20 teams - check if some have their own carts (then enter more teams) Reserved 16 extra carts via Harris, but can cancel 2 weeks ahead of time. (\$49 per cart; \$150 for delivery)
  - f. Try to get business sponsor 10 carts
  - g. Check to see if we have a 501c3 through the City and we could have a donor.
  - h. Poster design - Have Wolf Grantland Graphics do - 30 posters
6. Future meeting/agenda items - May 5, 2024 at 5:00
7. Adjourn

**City of Lancaster  
Notice of  
Golf Course Committee Meeting**

**Date:** May 5, 2024

**Time:** 5:00 PM

**Place:** 5 Golf Rd., Lancaster Country Club, Lancaster, WI

**Agenda:**

1. Call Meeting to order
  - a. Meeting called to order at 5:01 P.M. by Kaden
2. Roll Call
  - a. Present: Sam, Mike, Kaden, Linda, Dick
  - b. Absent: Sarah, Dave Kurihara, Ron Mara
3. Public Comment
  - a. Thursday night league was unhappy with closure on Thursday (05/02)
    - i. Ron closed due to rain
  - b. Greens are getting slow
    - i. Ask maintenance what the narrowing of the greens has been occurring for the past few years. Holes 1,4,7, and 13 are brought up as examples
  - c. Questions on whether we can set stricter enforcements on the four people per group policy. Friday was running slow because of this.
    - i. Look into what to do as people are just riding in carts and not golfing. Hannah said that happened as she was working on 05/05.
  - d. Find out when they are starting the cementing process. Delayed twice now.
4. Approve Golf Course Committee minutes 4-12-24
  - a. Changed the minutes on item four. Dick was not at the meeting so he couldn't approve anything. Motion to approve minutes with said changes was made by Dick and seconded by Mike. Approved unanimously.
5. Discuss golf tournament fundraiser scheduled for July 12, 2024
  - a. If we do cart paths, let's do it around the stakes.
  - b. Will Soggy Bottom donate?
    - i. What do they sell?
    - ii. Mike is going to check with Eric Vesperman
    - iii. Talk to Sarah about divvying up the hole prizes and sponsorships overall
6. Future meeting/agenda items
  - a. Continue discussion regarding the fundraiser
    - i. Have some sponsors by next meeting
  - b. Next meeting is June 9th at 6:30 P.M.
7. Adjourn
  - a. Motioned by Dick, seconded by Kaden. Approved unanimously.

**City of Lancaster  
Notice of  
Golf Course Committee Meeting**

**Date:** June 9, 2024

**Time:** 6:30 PM

**Place:** 5 Golf Rd., Lancaster Country Club, Lancaster, WI

**Agenda:**

1. Call Meeting to order
  - The meeting was called to order at 6:36 P.M.
2. Roll Call
  - Present: Sarah, Sam, Kaden, Linda, and Slick (showed up at 6:43 P.M.)
  - Absent: Mike.
3. Public Comment
  - Look at prices in the future.
  - Greens are slow, this could be due to the rain. The greens could use a vertical cut.
  - There was a concern about whether the city would ever get the blacktopping on the road by the new houses finished.
4. Approve Golf Course Committee minutes 5-5-24
  - Motioned by Slick, Sam seconded.
5. Discuss golf tournament fundraiser scheduled for July 12, 2024
  - Letters went out to every business that Sarah had listed, she also highlighted who responded and sent in gifts.
  - Posters are in a lot of businesses in the area, but we are

still going out and distributing them.

- Looking into a raffle and if we need a certificate.
- Miller Lite is considering donating a prize.
- Taylor Made is going to donate some golf balls.
- Waiting to hear from Mike about the availability of Soggy Bottom Barbeque.
- Discussed ideas for prizes and other ideas for sponsorships and where to put posters.
- The picture for the community grant will be on July 12th as well.

6. Discuss volunteer flower beds program at tee boxes

- Approve them to put them in, but they have to run their plan through us first before they plant anything.

7. Future meeting/agenda items

- July 7th, 6:00 P.M.
- Finish up tournament details.
- Discuss flower beds.

8. Adjourn

**City of Lancaster  
Notice of  
Golf Course Committee Meeting**

**Date:** July 7, 2024

**Time:** 6:00 PM

**Place:** 5 Golf Rd., Lancaster Country Club, Lancaster, WI

**Agenda:**

1. Call Meeting to order  
Meeting Called to order at 6:02 P.M.
2. Roll Call  
Everyone present except Ron and Dave K.
3. Public Comment  
General Disappointment at the closures. Many comments have been made about the course closing a lot and how surrounding courses aren't closing as much. There were reports of mud splashing on the carts, so Sarah and some others had to take time to clean them off. Sarah is going to talk to Ron about covering the mud where the carts sit, until the grass grows. People are still driving through roped off parts.
4. Approve Golf Course Committee minutes 6-9-24  
Motioned by Mike, moved by Linda
5. Discuss golf tournament fundraiser scheduled for July 12, 2024  
Only four teams signed up.
6. Discuss golf tournament and changing date.  
Motion to move the date to August 17th made by Mike  
Seconded by Sam
7. Discussion on advertising signs for 2025. Price for 3 year contract.  
Sarah is going to get some letters going to see where we are at, will continue discussion in the future.
8. Discussion on how to keep so much water coming on golf course and flooding it out. There is not really a way to stop the water coming onto the golf course, we are just going to have to rope off parts of the course and make sure people follow the ropes.
9. Discuss number of carts for next year.  
The current number of carts is 46 and we talked about increasing the number to 50. We are going to come back to this in the future.
10. Discuss volunteer flower beds program at tee boxes  
No discussion needed.
11. Future meeting/agenda items  
Continue discussion on the Golf Course fundraiser and what else needs to be done before the 17th.
12. Adjourn  
Meeting adjourned at 6:46 P.M.

**City of Lancaster  
Notice of  
Golf Course Committee Meeting**

**Date:** August 4, 2024

**Time:** 6:00 PM

**Place:** 5 Golf Rd., Lancaster Country Club, Lancaster, WI

**Agenda:**

1. Call Meeting to order
  - Meeting called to order at 6:03 PM.
2. Roll Call
  - Sam, Dave Kurihara, and Ron were absent. Slick showed up at 6:08 PM.
3. Public Comment
  - Why wasn't seeding put down on hole 1.
  - Lots of comments on how well our course is.
    - There was a gentleman from Alaska who is trying to play in all 50 states and out of all of the courses in Wisconsin he chose Lancaster's course.
  - Apron on the greens is getting bigger.
  - We need bigger garbage cans to prevent overflowing
  - #4 green wasn't getting watered
4. Approve Golf Course Committee minutes 7-7-24
  - Linda - add next meeting minutes to those minutes
  - Motioned by Mike, Seconded by Slick
  - Passed with changes

5. Discuss golf tournament fundraiser scheduled for August 17, 2024
  - 10 or 11 teams signed up so far.
  - We have gathered about 19-21 donors that donated \$100 or more in donations.
    - \$50 from Wolf Grantland Graphics
    - Cole Acres donated three gift certificates
    - Among many other donations
  - Discussed what to give out for prizes.
  - Discussed placement methods.
  - Decided to cut flags down to every other hole
    - 10 flags for 10 teams
  - Discussed food plan with Soggy Bottom
    - Sarah will call Eric Wolf to discuss details
  - Discussed how much to give the winner and runner-up
    - Potentially \$160 and \$80
      - We will have to see how many teams signed up
  - \$40/flag at the moment
  - One box of Taylor Made Golf Balls for flags
  - Discussed a potential 50/50
    - \$10 for a wingspan worth of tickets
  - Every team gets two mulligans
  - No skis
  - No buckets
  - Prizes->name on each ticket->pre-draw
6. Discussion on advertising signs for 2025. Price for 3 year contract.
  - Sarah has stuff ready to go
  - Do we want a different price if they are new?
    - \$500 is established
    - Sarah will give Pete a call

7. Discuss number of carts for next year.

- 46 carts were decided

8. Future meeting/agenda items

- Budgeting
- POS system
- Recap Fundraiser
- August 25th at 6:00 P.M.

9. Adjourn

- Motioned by Mike, seconded by Linda
- 7:02 P.M.



## City of Lancaster

### Golf Course Committee Meeting Minutes

**Date:** September 8, 2024

**Time:** 6:00 PM

**Place:** 5 Golf Rd., Lancaster Country Club, Lancaster, WI

1. Call Meeting to order

Meeting called to order at 6:00 P.M.

2. Roll Call

Everyone except Dave Kurihara, Ron Mara, and Mike Haberlie

Dick Becker left at 6:35 P.M.

3. Public Comment

- Hole 4 is browning – sprinkler not working correctly
- Course is in good shape for this time of the season
- No rain with hot weather coming
- Compared to Prairie, our course is really good.
- The greens need to be verticut, Can't do it now due to hot weather potentially damaging the grass. They are a little shaggy.
- All trees marked in red are going to be removed sometime when the season is over. They are showing signs of degrading/rotting.

4. Approve Golf Course Committee minutes 8-4-24

Motioned by Dick, seconded by Sam.

Approved unanimously

5. Recap Beautification fundraiser

- Made \$4693.54
- Put towards the cart path renovation
- Community Fund Check for the renovation is not in the budget yet, but we have received it.
- Some increases and decreases in budgeted accounts since 2023
- We are in pretty good shape.

6. Discuss budget

New Carts: It's going to cost about \$15K/year more with getting 6 more carts.

- The service contract will cost \$25/month per cart for 6 months.
- The 6 year lease is \$137.99/cart/month for 6 months
- That makes up the about \$14-\$15K cost. Shouldn't be a big problem.
- Some of the 2023 surplus should have gone to paying off our fund balance debt last year. Unsure if 2023 surplus in the budget or not. In 2023 we talked about a certain % of surplus go towards paying off our debt and a percentage put back in to use for repairs or construction. Not sure what was done in 2023. Not sure how much we have to pay back yet.
- Should've split the food and beverage sales from the pro shop merchandise. In 2023 that was divided into Food, alcoholic beverages, and non-alcoholic beverages. The POS system has it split. The beverage area has been getting us a lot of money. Can't afford to lose the beer sales.
- The number for the repairs in 2024 has to do with the machinery and when they have to buy new motors, tires, etc. that's used on the golf course.
- Wanted to see if some of the cart lease has started to be paid off for 2024. It is on autopay on a credit card that takes the monthly costs for 6 months.

7. Discuss Golf Course fees for recommendation to Finance Committee

- Compared prices to area golf courses – When combining Green fee with Cart fee Lancaster is similar to the average of all courses. Some course have higher green fees and lower carts fees; while others are visa versa.
- Potentially lower Lancaster's 18- hole weekday rate, however, general consensus was to leave the prices as is. That one stood out as being higher for 2024.
- We're on the higher end for the high school rate, but we're also one of the few courses that has a high school rate.

- Signed up for a program called the Youth on the Course program. They are partnered with the Wisconsin State Golf Association. The course would get reimbursed for those students registered with Youth on the Course Program. (cost \$10 to play and the program would pay \$5 or \$6.)
- We are planning to raise the college rate to \$16 rather than keeping it at the 13.00.
- We agreed we can keep the cart fees the same. (\$13 for 9-holes and \$18 for 18-holes)
- Water system: Ron mentioned doing one hole a year for repairs, but the city wasn't favorable towards doing it in the past. Not sure what is going to be done. Need to find out from Ron. (Need to budget for new water system on front nine.)
- Considered bringing back twilight fees. The twilight fees would start at 6:00 pm. We took into consideration the amount of kids that come in as well and how bringing this back would generate more revenue. General consensus is to bring it back into the system. (Saw a decrease in play after 6:00 without it. Would need to be from March -mid-August due to darkness)
- A lot of people want a senior couple price and senior single pricing. We think the pricing of \$975 for senior couples and \$750 for senior singles
- We agreed for the rest of membership pricing to increase by 3%
- We agreed on raising the cart fees membership by 3%.
- We have to change the language in the fee schedule – some confusion
- Leave the electric rate the same as normal gas carts
- We agreed to leave the guest rates the same
- We agreed to leave the tournament rates the same

#### 8. Discuss POS system - T-snap vs possibly changing

The biggest hold-up was the credit card fee with T-Snap.

We finally got the contract from Heartland to put the 3.20% credit card charge back on the customer instead of the golf course pay this fee. T-snap has been promising this for 2 ½ years. The contract finally came through from Heartland. All we need to do is sign the contract. There is a \$20/month charge for this, but it will save us thousands (about \$6.6K).

#### 9. Future meeting/agenda items

- Discuss Budget
- Next meeting: Tuesday, October 1st at 6:00 PM.

#### 10. Adjourn

- Meeting adjourned at 7:10 PM.

City of Lancaster  
Golf Course Committee Meeting minutes

Date: October 1, 2024

Time: 6:00 PM

Place: 5 Golf Rd., Lancaster Country Club, Lancaster, WI

Agenda:

1. Call Meeting to order
  - Meeting called to order at 6:01 PM
2. Roll Call
  - Everyone except Mike Haberlie and Dave K.
3. Public Comment
  - Nothing but compliments on our course
  - Comment brought up at city council meeting on our high school fees and how Platteville is significantly cheaper. No information is available on the current fees for Platteville.
4. Approve Golf Course Committee minutes 9-8-24
  - Motioned by Slick, Second by Sam. Unanimously approved.
5. Discuss 2025 fee schedule and possible recommendation to Council
  - Starting Dec. 01, the 3% charge should go on those who use credit card to pay
  - We decided to go with the yellow column in the sheet provided, which will keep most of the rates the same for 2025. No 3% discount this year since the credit card fee should be implemented by December 1, 2024. Added Senior rates and increased college student rates.
6. Discuss 2025 budget and possible recommendation to Council
  - Looked at before item #5
  - \$5400 for sign advertising, Sarah had a question on trying to get more signs for advertisement and will get a pricing.
  - We find the 2025 budget to be satisfactory and would like the finance committee to approve it
7. Discuss grounds and building priorities for 2025
  - Fix bridge by hole 7
  - Levelling Tee boxes
  - Roofing in the Golf Court Shed
  - Spray the bottom by the back 9
  - Trimming up the tree by hole #2
  - Mowing by #12 box (lower gold tee box down by ditch.)
  - Trim the trees by #5
8. Discuss group sizes on a tee box
  - Potentially put an etiquette sign out on holes (keep groups to 4 some)
9. Future meeting/agenda items
  - Discuss the carry-on alcohol problem in the future
  - Bring back discussion of etiquette
  - See how trimming the trees are going
  - Meet sometime in January
10. Adjourn
  - Motion by Dick Becker, seconded by Linda Tippet

Adjourned at 7:13 PM.