



## **POKEGAMA GOLF COURSE BOARD SPECIAL MEETING AGENDA & MINUTES**

**Tuesday, October 31, 2023  
7:30 AM**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Special Meeting of the Pokegama Golf Course Board will be held on Tuesday October 31, 2023 , at 7:30 AM at Pokegama Golf Course, 3910 Golf Course Road, Grand Rapids, Minnesota.

Rick McDonald called the meeting to order at 7:32 AM

**ROLL CALL:** Rick McDonald, John Bauer, John Ryan, Tom Lagergren, Roger Mischke All present.

### **BUSINESS**

#### **1. 2024 Budget Discussion**

Bob Cahill, Director of Golf presented a proposed 2024 Operating Revenue and Expense Budget. After some discussion and minor changes to both Revenue and Expense budgets, Tom Lagergren made a motion to approve the attached 2024 Operating Budget. Second by John Bauer. Motion was unanimously approved.

Bob Cahill also presented a proposed 2024 CIP Budget. The budget was discussed and a Motion to approve was made by Tom Lagergren and second by John Bauer. Motion was unanimously approved. 2024 approved CIP budget is attached.

As part of the 2024 budget, grounds maintenance Superintendent Steve Ross discussed and recommended converting the Assistant grounds Superintendent position from its current  $\frac{3}{4}$  Full time status to 100% Full time status. The assistant superintendent currently works March-November at Pokegama Golf Course and December, January, February at the Civic Center. The attached handout "Winter Duties" was presented and discussed. The board agreed that converting the position to 100% full time at the golf course was in the best interest of the golf operation.

A Motion was made by John Ryan and second by Rick McDonald to convert the Assistant Superintendent position to 100% full time at the golf course pending approvals by City Administrator Tom Pagel and the City Council. Motion was unanimously approved.

One of the items on the approved 2024 CIP list is a Toro Utility vehicle. Pending budget approval by the city council, the board would like to order this vehicle. Superintendent Steve Ross indicated that the unit, once ordered would be 18 months out prior to delivery. Motion by John Ryan and second by Rick McDonald to purchase the utility vehicle following budget approval by the City Council. Motion was unanimously approved.

**Adjourn:** Roger Mischke made a motion to adjourn the meeting. Second by Tom Lagergren. Motion approved and the meeting is adjourned.

Respectfully submitted by Bob Cahill, Director of Golf and Recording Secretary.

