



MEETING MINUTES

New Prague Golf Board

On site meeting at NPGC
Tuesday, September 23rd, 2025

The meeting was called to order at 6:30pm by Board President Den Gardner. The following Board Members were present for the meeting: Den Gardner, Bob Cunniff, Jen Berglund, Adam Gill, Graham Kuehner, Mayor/Council Liaison Chuck Nickolay. Board Member Adam Brister was unable to attend. Also present: GPE Owner/Contract Manager Kurt Ruehling.

- **Approval of August 26, 2025 Meeting Minutes:**
 - A motion to approve was made by Nickolay, second by Cunniff. Motion carried (6-0)
- **Claims for Payment (\$63,947.94):**
 - Ruehling highlighted a few item that were discussed and agreed upon
 - A motion to approve the Claims for Payment was made by Berglund, seconded by Kuehner. Motion carried (6-0)
- **Review Monthly Income Statement and Balance Sheet (August 2025):**
 - Nickolay inquired about a few numbers. He is working with Robin Pikal, Finance Director, on budget numbers...COGS in the Food and Beverage operation will be looked at more closely
 - The irrigation line item in the Grounds Operation is \$20,000.00 over budget. Ruehling was asked to confirm numbers with Superintendent Jeff Pint
 - A motion to approve the Monthly Income Statement and Balance Sheet was made by Gill, seconded by Cunniff. Motion carried (6-0)
- **Capital Equipment Report**
 - As of the meeting date, we are still awaiting delivery on a new sprayer and new utility carts for the maintenance department.
 - Nickolay continues talks with Pint, to get an updated CIP (Capital Improvement Plan) for the upcoming Budget Workshop
- **Grounds Operation Update:**
 - Ruehling indicated that some aeration has begun on the fairways and we should see tee boxes being aerated soon
 - A new bay for sand has been poured near maintenance building. This is an upgrade to the failing covered area on the west end of the west maintenance structure
 - Golf Board would like to know the approximate cost of improving the forward tees, mostly the cost for hole #13's forward tee. Ruehling will hand out some figures, that Pint received, at the next meeting for review
 - Golf Board asked if we can get the fill in place this fall? Ruehling and Pint will communicate
 - Berglund asked how the money allocated for SPECIAL PROJECTS is being spent...discussion followed
- **Food & Beverage Update...Jess Trevino, Food & Beverage Coordinator:**

- New F&B Coordinator, Jess Trevino, has been receiving rave review for her food offerings!
- She would like to organize a number of off-season events...including brunches and evening dinners. Trevino and Ruehling will coordinate and promote
- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling, first and foremost, wanted to thank his golf staff for their hospitality...making all golfer feel welcome!
 - Ruehling is working with Nickolay to get the golf numbers into the 2026 budget for Board review
- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling informed the Golf Board that we have gained (11) new members through our promotion!! He believes more will be on the way!
- **Golf Scholarship Event Summary...Den Gardner:**
 - Gardner asked Ruehling about the NET revenue from the event, which Ruehling stated \$approximately \$3,500.00. Ruehling will have City Hall write a check to the New Prague Area Education Foundation...where the scholarships are issued from
 - Berglund asked about the idea of merging the Golf Alumni event with the Scholarship event...Ruehling and Gardner will look into it
 - Gardner confirmed the August 9th, 2026 date
- **Miscellaneous:**
 - Tree Removal Discussion/Plan: Gardner published a MEMO and gave to Josh Tetzlaff, City Administrator, asking for help from other City departments. Nickolay spoke with Matt Rynda, Public Works Director, and Rynda said that they have reached out the last (2) years
 - Budget Workshop Reminder: 10/7/25, 6:30p, Clubhouse
 - Nickolay added concerns about spotty slow play on the golf course...Ruehling to monitor
- **Adjournment:**
 - A motion to adjourn the meeting at 7:37p was made by Berglund, second by Cunniff. Motion carried (6-0)

Next Golf Board Meeting –Tuesday, October 28th, 2025, 6:30pm

Respectfully submitted by,
Kurt Ruehling, GME...PGA General Manager