

5/9/2022 - Minutes

**1. CALL TO ORDER**

*Meeting called to order by Jeff McEntee, Chairman at 5:47 PM*

*Present: Jeff McEntee, Brian Johnson, Lynnette Shattuck, Mark Graham, Terry Rietveld, Joe Schlimgen*

*Council Liaison: Dan Sabers*

*Staff Present: Jason Gunnare, Eric Hieb, Kevin Nelson, Angel DeWaard, City Attorney Justin Johnson*

**2. PUBLIC INPUT - If You Need To Address The Golf/Cemetery Board On An Item That Was Not On The Agenda, Excluding Personnel Items, Please Come Forward To The Podium And State Your Name And Concern. Presentations Will Be Limited To Three Minutes. Items Will Be Considered But No Action Will Be Taken At This Time.**

**3. DELEGATIONS**

**4. Discussion - City Attorney To Discuss Board Procedure**

*City Attorney Johnson discussed Board Procedures highlighting the following noting these are just meant to be guidelines: Role of presiding officer; Introductory statements; Motions; Main motions; Other common motions; Handling motions; Motion hierarchy.*

**5. Approve Service Animal Policy - Golf Course**

*Gunnare submitted the Lakeview Golf Course Service Animal Policy to the Board for approval noting this will establish what is required to have a service animal on the premises as well as rules while the service animals is on the premises including emotional support animals, comfort animals or therapy animals. After a brief discussion, Motion Rietveld, Second Schlimgen to approve te Lakeview Golf Course Service Animal Policy as submitted. Motion carried.*

**6. Approval Of Minutes**

*Motion to approve the Minutes of the March 14, 2022 regular meeting as submitted. Motion McEntee, Second Schlimgen to approve the Minutes of the March 14, 2022 meeting. Motion carried.*

**7. Financial Reports**

*Motion Johnson, Second Rietveld to approve the Bills as submitted. Motion carried.*

**8. Superintendent Report**

**Golf & Cemetery board Meeting**

**May 9<sup>th</sup> 2022**

**Cemetery**

- Working on getting irrigation up and running.
- Packing and seeding graves.

- *Serviceman's Cemetery is putting up a shelter on the north side of Kippes Park.*
  1. *The city is not paying for the construction and is not responsible for the maintenance of this structure.*
  2. *The intent of this structure is for families after funerals and the general public.*
- *Doing some fertilization on some areas that have been struggling the last couple of years.*
- *Pay loader is down with a broken hose.*
  1. *We will be down for almost 2 weeks waiting for the ends to make a new hose.*
- *Aaron has been working on a parking area west of the bunker.*
  1. *We are getting some recycle material from the street department.*
  2. *We are hoping to get the area cleaned up and more organized.*
- *No word on the digital Cemetery from district 3.*

### **Community Gardens**

- *Opening up the gardens this weekend.*
  1. *We have been waiting for soil temperatures to warm up, and the 2" rain set us back.*
  2. *Should be open by this meeting.*
- *24 spots still available. This is a little behind but the weather has not been great.*
- *New people are coming in every day.*
- *We did block off eight spots on the east side of the garden because the trees cast heavy shade and they have not been producing as well as the others. We will let them be rented if needed.*

### **Golf**

- *Half of the golf carts arrived last week should have the balance early this week.*
- *The new central controller was installed since the last meeting.*
  1. *Still working on the remote monitoring on my phone.*
  2. *One of the main components that controls the system was not working when it was being installed so with the program that we are in this was replaced.*
    - *If we were not in this program we would of payed for it.*
    - *We also ran some extra communication wire to my office to the new component.*
- *Got new Honda motor for the buffalo blower installed.*
- *The pumps were installed on the 15<sup>th</sup> of April.*
  1. *There has been issues with the communication with the pump house.*
  2. *After installing the new pumps both check valves were not sealing.*
    - *I will be replacing the one that is leaking more. I am hoping that the other one that leaks by less will reseal itself.*
  3. *After pulling the pumps out we noticed that there was a big mass of roots in the wet well. We cut them out before we put the pumps back in.*
  4. *We ended up pulling the # 1 pump motor it was not running right, and did not smell good.*
    - *The Motors do have a 3 year warranty from the company that did the work to them. They have the motor and I am waiting for word on what is wrong with it.*
    - *The expense of taking the motor back out will not be covered.*
- *We had to replace three sprinklers. Two were struck by aerification last fall.*
- *One break I believe was from a frost heave.*
- *We lost some turf because of the dry winter, and the lack of water.*
  1. *We hauled water to the greens multiple times. There is some week areas on the greens,*

and we may have lost some small spots on the greens.  
2. Most of the lost turf is on tees, fairways, and approaches.

- The fire department did a dive for me this last week to check my intake for zebra mussels. They did not find any sign of them on it, and I did not see any sign of them in the wet well.
  1. I am looking into what would need to be done if or when they become a problem.

- The golf course was rated on April 25<sup>th</sup>.

*Golf and Cemetery Superintendent*

*Jason Gunnare*

## **9. Clubhouse Report**

*April Lakeview Golf Course Clubhouse Report*

- *Slow start to the 2022 Golf Season*
- *Revenue Report*
- *Organizing details for events/outings/tournaments/junior golf/etc.*
- *May and June Major Events Schedule (Attached)*
- *2022 Rounds Played YTD and Memberships*

*Thanks,*

*Eric Hieb*

*2022 Rounds Played & Membership Numbers*

*Rounds*

*March – April 2021 Rounds Played = 3,020*

*March – April 2022 Rounds Played = 1,497*

*Total Rounds Played 2021 = 24,369*

*Total Rounds Played 2022 = 1,497*

*Membership*

*2020 Numbers*

*Single: 123*

*H/W: 86*

*College: 10*

*Student: 28*

Family: 191

Total: 438

2021 Numbers

Single: 167

H/W: 110

College: 19

Student: 40

Family: 262

Total: 598

2022 Numbers

Single: 111

H/W: 72

College: 8

Student: 25

Family: 115

Total: 331

New Members: 20

Punch cards:

- 14 without Cart

- 15 with Cart

**10. Approve Servicemen's Memorial Cemetery & Kippes Memorial Park Maintenance And Lot Sale Agreement 2022**

*Gunnare submitted the Serviceman's Memorial Cemetery & Kippes Memorial Park Maintenance and Lot Sale Agreement 2022 for Board approval. Gunnare noted the agreement lays out the responsibilities of the city with regards to maintaining and running the area for the cemetery including the fees payed to the city for their services, lot sales, record keeping, burials and general maintenance standards. Motion Johnson, Second Shattuck to approve the Serviceman's Memorial Cemetery & Kippes Memorial Park Maintenance and Lot Sale Agreement 2022 as submitted. Motion carried.*

**11. 2023 Project Discussion**

*Brief discussion was held on the direction of the Master Plan projects for 2023.*

**12. NEXT MEETING DATE**

*June 13, 2022 at 5:45 PM*

**13. ADJOURNMENT**

*There being no further business the Board adjourned at 6:57 PM*

DRAFT