

## **POKEGAMA GOLF COURSE BOARD MEETING**

**TUESDAY, MARCH 20, 2018**

**7:00 am**

NOTICE IS HEREBY GIVEN, that a regular meeting of the Pokegama Golf Course Board has been scheduled for **Tuesday, March 20, 2018 at 7:00 am.** City Hall Conference Room 2B, 420 North Pokegama Avenue, Grand Rapids, MN, 55744 to discuss the following:

- I. Call to Order
- II. Approve Minutes
- III. Consideration of Monthly Bills and Financial Statement
- IV. Visitors
- V. Grounds Superintendent
- VI. Concessions.
- VII. Director of Golf
- VIII. Old Business
- IX. New Business
  - Youth on Course
  - Longleaf Tee System
- X. Correspondence and Open Discussion
- XI. Adjourn.

**Copies to:**

Golf Course Board  
Lynn DeGrio  
City Clerk  
File Copy  
Finance Director  
Bob Cahill  
City Administrator  
City Council

GRAND RAPIDS GOLF COURSE BOARD  
REGULAR MONTHLY MEETING  
February 20, 2018  
7:00 AM

Present: Larry O'Brien, Pat Pollard, Brad Gallop, Kelly Kirwin

Absent: Todd Roth

Staff: Bob Cahill      Director of Golf

- I. Pat Pollard called the meeting to order.
- II. Brad Gallop made a motion to accept the minutes of the January 16, 2018 Board meeting. Kelly Kirwin seconded the motion. The motion passed.
- III. Consideration of monthly bills: Kelly Kirwin made a motion to approve the bill list. Larry O'Brien seconded the motion. The motion passed with one dissenting vote by Brad Gallop.

ABBY OX	508.00
CITY OF COHASSET	444.30
GARTNER REFRIGERATION CO	228.98
GRAND RAPIDS CITY PAYROLL	6,344.66
GRAND RAPIDS STATE BANK	38.49
ITASCA COUNTY SHERIFFS DEPT	10.00
M & R ENTERPRISES	1,326.87
MN STATE RETIREMENT SYSTEM	2,000.00
MINNESOTA REVENUE	21.30
MINNESOTA UNEMPLOYMENT COMP FD	6.17
NEXTERA COMMUNICATIONS LLC	3.93
OPERATING ENGINEERS LOCAL #49	1,325.00
P.U.C.	1,451.05
STEVE ROSS DBA ROSS GOLF	4,166.67
TDS Metrocom	215.83
VANTIV INTEGRATED PAYMENTS	31.66
TOTAL ALL VENDORS:	18,122.91

IV. Visitors: Dale Adams

V. Grounds Superintendent: No report.

- VI. Concessions: Janelle and Stewart Bastian attended the meeting. Discussions involved ways the Golf Course could help the Concessionaire and ways the Concessionaire could help the Golf Course. Some issues discussed included: Nine and Dine, moving Snag Golf to Sundays to involve parents, golf in the schools with the younger grades (K-4), possibly hosting the ICC event, changes to the menu, and better beverage cart service.
- VII. Director of Golf: Bob Cahill reported. Pat Pollard made a motion to amend the maintenance services contract with Steven Ross beginning with the 2018 year. Kelly Kirwin seconded the motion. The motion passed. Color brochures promoting Grand Lakes Golf have been completed and will be distributed. Abby Ox Marketing will begin providing social media / email marketing work instead of the City doing it and it will be an expense neutral change. Piggyback passes will be grandfathered out as current users discontinue using the pass. Public Country Club membership will be used on a limited basis with the understanding that it will be revenue positive for Pokegama Golf Course.

VIII. Old Business: None

IX. New Business: None

X. Correspondence and Open Discussion: None.

XI. Adjourn: Brad Gallop made a motion to adjourn the meeting. Kelly Kirwin seconded the motion.  
The motion passed.

Respectfully Submitted,

Larry O'Brien  
Recording Secretary

POKEGAMA GOLF COURSE BILL LIST - MARCH 20, 2018

DATE: 03/13/2018  
 TIME: 14:58:41  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/20/2018

VENDOR #	NAME	AMOUNT DUE
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POKEGAMA GOLF COURSE		
0102125	ABBY OX	400.00
0315455	COLE HARDWARE INC	106.13
0715457	GOLFNOW RESERVATIONS	1,000.00
0815715	HOT DEALS MINNESOTA	250.00
0914690	INSIGHT PUBLIC SECTOR SLED	70.50
1200500	L&M SUPPLY	974.81
1309293	MN PUBLIC GOLF ASSOCIATION	100.00
1309355	MINNESOTA TORO	489.28
1309495	MINUTEMAN PRESS	229.04
1615427	POKEGAMA LAWN AND SPORT	375.51
1801530	NORTHERN MN WATER COND DBA	23.00
1815711	STEVE ROSS DBA ROSS GOLF	4,166.67
1920555	STOKES PRINTING & OFFICE	99.22
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$ 8,284.16
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0112462	CODY ALLEMAN	330.69
0205640	LEAGUE OF MN CITIES INS TRUST	2,893.36
0315329	CITY OF COHASSET	447.70
0718015	GRAND RAPIDS CITY PAYROLL	6,344.66
0718070	GRAND RAPIDS STATE BANK	5.27
1309335	MINNESOTA REVENUE	442.99
1405850	NEXTERA COMMUNICATIONS LLC	3.93
1516220	OPERATING ENGINEERS LOCAL #49	1,402.00
1621130	P.U.C.	1,500.85
2000490	TDS Metrocom	215.66
2114750	UNUM LIFE INSURANCE CO OF AMER	2.05
2201535	VANTIV INTEGRATED PAYMENTS	31.66
2205637	VERIZON WIRELESS	65.01
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$13,685.83
TOTAL ALL DEPARTMENTS		21,969.99