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# CITY OF JERSEY VILLAGE, TEXAS

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## GOLF COURSE ADVISORY COMMITTEE NOTICE OF A MEETING

January 9th, 2023 at 5:30PM.  
Jersey Meadow Golf Club  
8502 Rio Grande. Jersey Village, TX 77040

### AGENDA

1. **Call to Order**
2. **Approve Minutes from 11-14-2022**
3. **Citizen Comments**  
*Any person who desires to address the Golf Course Advisory Committee regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Committee Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments.*
4. **Items for Individual Consideration**
  - a. Old Business
  - b. New Golf Course Superintendent Position – *Matt Jones*
  - c. Clubhouse Update – *Matt Jones*
5. **Staff Briefings**
  - a. Golf Course Operations Report - *Matt Jones*
  - b. Golf Course Maintenance Report – *Matt Jones*
6. **Future Agenda Item Request**
7. **Next Meeting Date:**  
March 13, 2023
8. **Adjournment**

I, Maria Thorne, Parks and Recreation Administrative Assistant, City of Jersey Village, do hereby certify that the foregoing notice was posted in a place convenient to the general public at City Hall on the 4<sup>th</sup> day of January, 2023 at 4:30 pm.

Maria Thorne,  
Parks and Recreation Administrative Assistant

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending public meetings. Request for accommodations must be made to the Parks Administrative Secretary by calling 713-466-2174 forty-eight (48) hours prior to the meetings.

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

**GOLF COURSE ADVISORY COMMITTEE  
MINUTES OF MEETING  
November 14, 2022**

**1. Call to Order & Attendance**

Meeting was called to order at 5: 30 pm by Greg Fair

Eddie Martinez	<i>present</i>	Kevin Ross	
Greg Fair	<i>present</i>	Sheri Sheppard	<i>present</i>
Jane Arnett	<i>present</i>	Matt Jones	<i>present</i>
David L. Lock	<i>present</i>	Richard Flores	<i>present</i>
Ronald Schielke	<i>present</i>	Robert Basford	
Ceri Davies		Maria Thorne	<i>present</i>

**2. Approval of the 9-19-22 meeting minutes**

Motion was made to approve minutes by Jane and was seconded by David.

**3. Citizen Comments**

None

**4. Items for individual consideration**

**a. Old business**

None

**b. Clubhouse – Matt**

Matt said that the information will go out tomorrow at council meeting and that the plans have been moving along. The contractor at risk has come up with closer numbers. The project looks to be coming in at around 8 million dollars

They did some adjusting of the current building plan, but the design has not changed too drastically. They are looking into having the same look and roof line as the existing but it will be a challenge. There will not be a covered walkway between the new and old buildings. They also talked about the outdoor area, which will have a very large deck that could seat 100, and will be partially covered, looking out into the lake and will feature a pass through.

Matt stated that the new shop will be larger with an office complex and that the design was borrowed from Mont Belvieu. They are hoping to achieve a real sports bar atmosphere and all are excited about the hitting bays. The new clubhouse will not only be for golfers, but they are hoping to offer more to the community including socializing, restaurant, and an event and party venue. They plan to offer different types of games in the hitting bays, which could be used for meetings and parties.

Matt said that the concession turnhouse on the course will keep the clubhouse cleaner. The front part of the building will have a covered drop off area and there will be some nice parking areas, from and to the building.

Greg mentioned that news about the new Jersey Meadow Golf Course clubhouse had made it into the Community Impact magazine.

## **5. Staff briefings**

### **a. Golf Course Operations Report – Matt Jones**

Matt said that the end of the 21-22 revenue numbers were the best ever. Income per player was 4.85 per player over. People are buying more things in the pro shop as well. The goal is to keep the trend going up.

Greg asked how breaking ground and construction will affect revenues and Matt said that he anticipates a 5% effect. Parking across the bridge was discussed as well as having a shuttle on busy weekends. During construction, staff would continue to operate out of existing building.

Construction may begin in March or April and the project is estimated to take 9 months, or 12 at worst. They also estimate 5 months for the renovation of the existing structure. Matt said they could rent a tent if needed.

Matt said that the tournaments have been doing very well. The new additional netting project will open up the back of the range. They plan to take out old trees in the late winter, do some erosion control on 14, and do some sprinkler re-leveling. Also in the plans are raising tee boxes, and some cart path repairs.

The junior program continues to grow and there are a lot of high schools participating. The school booster club buys memberships for the golf students. Matt mentioned the planned pro shop promotions like the 12 days of Christmas, and the Black Friday sale. He also talked about the booth at Holiday in the Village.

### **b. Golf Course Maintenance Report – Richard Flores**

Richard talked about the plans as they head into the winter. The growth has started to slow down due to the shorter days and colder temperatures. The mowing schedule is going to change to once a week, to ensure that course is at its best for prime time play on the weekend.

Richard talked about the leveling of the sprinklers and the drainage improvement by Matts creek. He talked about needing to add irrigation to the berm. There are plans to aerate but will not over seed the tees this year. They will use pigment to protect the grass during the winter and may spray the fairways with pigment, depending on the budget. They plan to add more pampas grass. They will remove some trees that died due to the construction of the berm project. There is budget money to replace 10-12 trees every year.

They talked about possibly applying dyes in different shades for the greens, the tees, and the fairways. They are aware that some greens have bad spots, but will address by cutting to let it recover, and reducing green fees if needed. They will also look into masking by top dressing with green sand, applying dyes, and possibly using a temporary grass.

Poa annua is a big problem. It has two germination cycles. They are applying a pre-emergent. Unfortunately, what kills poa annua will also kill winter grass. They have started new projects and training new personnel on everything, including applying fertilizers, weeding, and mowing. Will train personnel to mix the chemicals for the greens. They will also be working on the sand traps, edging cart paths, sprinkler heads, and cleaning things up.

Greg asked about the sand and Matt said that the sand grains were too big but issue was being addressed. They also talked about sand traps, chipping green, and drainage at the bunkers. The pile of dirt with overgrown weeds at the front of golf course was brought up and Richard said that they would take care of it.

They talked about the VERP, the vehicle and equipment replacement policy. They need to get rid of old equipment. They may rotate old equipment out to the rougher areas. Matt said that if we have too much equipment, it affects the budget. Money from auctioning out equipment goes into general fund.

**6. Future agenda items request**

**7. Next Meeting Date:**

January 9<sup>th</sup> at 5:30 pm

**8. Adjournment**

The meeting ended at 6:35pm when a motion was made to adjourn meeting by Jane and was seconded by Ronald.



Jersey Village, TX

# Golf Course Monthly Financial Statements

## Group Summary

For Fiscal: 2022-2023 Period Ending: 12/31/2022

Category...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 11 - GOLF COURSE FUND</b>						
<b>Department: 80 - 80</b>						
85 - FEE & CHARGES FOR SERVICE	2,299,500.00	2,299,500.00	172,471.48	527,373.75	-1,772,126.25	22.93%
96 - INTEREST EARNED	2,800.00	2,800.00	104.19	271.80	-2,528.20	9.71%
97 - INTERFUND ACTIVITY	214,483.71	214,483.71	0.00	0.00	-214,483.71	0.00%
<b>Department: 80 - 80 Total:</b>	<b>2,516,783.71</b>	<b>2,516,783.71</b>	<b>172,575.67</b>	<b>527,645.55</b>	<b>-1,989,138.16</b>	<b>20.97%</b>
<b>Department: 81 - CLUB HOUSE</b>						
30 - SALARIES, WAGES, & BENEFITS	694,773.95	694,773.95	50,814.32	145,329.50	549,444.45	20.92%
34 - COST OF SALES	185,500.00	185,500.00	4,302.46	39,055.62	146,444.38	21.05%
35 - SUPPLIES	17,350.00	17,350.00	184.84	1,713.26	15,636.74	9.87%
45 - MAINTENANCE	10,450.00	10,450.00	0.00	1,243.29	9,206.71	11.90%
50 - SERVICES	38,430.12	38,430.12	2,744.29	7,196.38	31,233.74	18.73%
54 - SUNDRY	77,400.00	77,400.00	4,435.20	21,668.17	55,731.83	28.00%
55 - PROFESSIONAL SERVICES	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00%
60 - OTHER SERVICES	23,000.00	23,000.00	0.00	25,623.84	-2,623.84	111.41%
97 - INTERFUND ACTIVITY	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00%
<b>Department: 81 - CLUB HOUSE Total:</b>	<b>1,055,404.07</b>	<b>1,055,404.07</b>	<b>62,481.11</b>	<b>241,830.06</b>	<b>813,574.01</b>	<b>22.91%</b>
<b>Department: 82 - COURSE MAINTENANCE</b>						
30 - SALARIES, WAGES, & BENEFITS	598,634.56	598,634.56	17,803.75	83,581.93	515,052.63	13.96%
35 - SUPPLIES	140,950.00	140,950.00	15,524.41	37,070.29	103,879.71	26.30%
40 - MAINTENANCE--BLDGS, STRUC	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00%
45 - MAINTENANCE	53,000.00	53,000.00	0.00	8,230.02	44,769.98	15.53%
50 - SERVICES	10,500.00	10,500.00	0.00	300.00	10,200.00	2.86%
54 - SUNDRY	90,500.00	90,500.00	138.00	138.00	90,362.00	0.15%
55 - PROFESSIONAL SERVICES	3,000.00	3,000.00	0.00	336.00	2,664.00	11.20%
97 - INTERFUND ACTIVITY	375.00	375.00	0.00	0.00	375.00	0.00%
<b>Department: 82 - COURSE MAINTENANCE Total:</b>	<b>900,959.56</b>	<b>900,959.56</b>	<b>33,466.16</b>	<b>129,656.24</b>	<b>771,303.32</b>	<b>14.39%</b>
<b>Department: 83 - BUILDING MAINTENANCE</b>						
35 - SUPPLIES	6,100.00	6,100.00	447.86	1,186.82	4,913.18	19.46%
40 - MAINTENANCE--BLDGS, STRUC	15,188.86	15,188.86	979.00	10,548.15	4,640.71	69.45%
45 - MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00%
50 - SERVICES	25,000.00	25,000.00	2,110.97	4,341.32	20,658.68	17.37%
55 - PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	178.00	822.00	17.80%
<b>Department: 83 - BUILDING MAINTENANCE Total:</b>	<b>50,288.86</b>	<b>50,288.86</b>	<b>3,537.83</b>	<b>16,254.29</b>	<b>34,034.57</b>	<b>32.32%</b>
<b>Department: 87 - GC CAPITAL IMPROVEMENT</b>						
70 - CAPITAL IMPROVEMENTS	110,000.00	110,000.00	0.00	13,089.57	96,910.43	11.90%
<b>Department: 87 - GC CAPITAL IMPROVEMENT Total:</b>	<b>110,000.00</b>	<b>110,000.00</b>	<b>0.00</b>	<b>13,089.57</b>	<b>96,910.43</b>	<b>11.90%</b>
<b>Department: 88 - EQUIPMENT MAINTENANCE</b>						
30 - SALARIES, WAGES, & BENEFITS	71,488.22	71,488.22	11,945.83	37,182.23	34,305.99	52.01%
35 - SUPPLIES	28,650.00	28,650.00	370.00	1,801.63	26,848.37	6.29%
45 - MAINTENANCE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00%
50 - SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00%
97 - INTERFUND ACTIVITY	292,993.00	292,993.00	0.00	0.00	292,993.00	0.00%
<b>Department: 88 - EQUIPMENT MAINTENANCE Total:</b>	<b>400,131.22</b>	<b>400,131.22</b>	<b>12,315.83</b>	<b>38,983.86</b>	<b>361,147.36</b>	<b>9.74%</b>
<b>Fund: 11 - GOLF COURSE FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>60,774.74</b>	<b>87,831.53</b>	<b>87,831.53</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>60,774.74</b>	<b>87,831.53</b>	<b>87,831.53</b>	<b>0.00%</b>



FY 2021-2022													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2397	2623	3906	2991	2480	3650	4267	4246	4035	4380	3415	3471	41861
Tournament Rounds	372	478	179	385	360	528	803	437	397	264	320	447	4970
Range buckets	1585	1715	1766	1750	1590	2184	2801	1915	2014	1976	1721	2070	23087
Unearned Revenue	(556.33)	514.85	-5949.83	1,720.67	1612.93	-274.22	-575.20	58.13	538.58	-4,859.49	344.70	356.80	-7068.41
All Memberships	2,549.04	1,542.74	5,865.67	3,997.46	3,767.58	3,141.31	3,663.03	1,891.30	7,780.17	2,813.16	4,790.16	6,829.74	48,631.36
Green Fees	65,544.86	78,370.08	124,320.31	100,457.95	81,773.18	126,316.61	153,285.75	153,551.91	145,932.85	171,330.00	124,186.22	126,516.95	1,451,586.67
Tournament Fees	10,948.44	13,288.54	4,891.74	12,613.60	12,335.54	18,762.63	35,021.54	14,233.05	13,847.52	8,068.96	10,794.64	16,131.63	170,937.83
Range Fees	14,489.57	14,786.57	16,660.55	13,857.89	14,225.30	19,619.82	22,168.32	16,538.79	16,676.60	17,234.86	13,717.04	17,789.95	197,765.26
Club Rental	570.00	550.00	750.00	470.00	575.00	1,065.00	1,245.00	1,405.00	765.00	1,180.00	700.00	805.00	10,080.00
Sales of Merchandise	17,121.81	19,125.27	28,937.12	16,692.98	12,081.97	24,827.62	22,286.23	34,034.97	30,282.60	29,456.16	24,641.63	24,047.00	283,535.36
Concession Fees	4,234.29	4,478.32	4,472.80	3,616.67	3,428.00	5,717.07	7,183.73	6,065.59	6,009.66	6,473.69	5,195.28	6,061.12	62,936.22
Miscellaneous Fees	745.00	572.50	1,227.50	4,620.00	2,122.50	3,080.00	1,090.00	797.50	945.00	1,382.50	1,135.00	1,085.00	18,802.50
Total Income	115,646.68	133,228.87	181,175.86	158,047.22	131,922.00	202,255.84	245,368.40	228,576.24	222,777.98	233,079.84	185,504.67	199,623.19	2,237,206.79
Weather Totals		3RO/3W/1H	1RO/4WD/1H	4RO/5WD	3RO/9W	2RO/3WD/1CM	3WD/1CM	2WD/3CM	2CM	2CM		2W/2CM	
Income Per Round	\$41.05	\$42.30	\$44.37	\$45.12	\$44.56	\$47.72	\$47.79	\$48.39	\$48.39	\$50.63	\$48.29	\$49.12	\$46.88

FY 2020-2021													
	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	4199	3833	3206	3215	2280	3783	4087	2324	3072	2821	2836	2533	38189
Tournament Rounds	432	411	259	331	305	440	529	124	203	191	291	190	3706
Range buckets	2502	2139	1223	1788	1486	2241	2466	1307	1502	1498	1382	1258	20792
Unearned Revenue	(1,828.70)	-1677.03	-4123.64	2,577.07	2064.97	-958.42	206.90	-92.10	575.09	-127.91	-155.38	-27.46	-3566.61
Star Memberships	2,377.46	2,736.33	5,954.76	7,521.62	1,915.74	4,635.35	3,159.33	1,995.45	4,803.60	3,233.89	3,180.76	6,454.90	47,969.19
Green Fees	141,058.90	124,752.60	109,221.89	105,315.36	71,692.37	119,546.11	121,128.32	62,875.00	80,447.99	80,645.70	81,404.77	71,499.41	1,169,588.42
Tournament Fees	13,045.47	13,682.26	8,298.51	10,179.60	9,200.71	14,142.00	18,269.46	2,903.42	4,212.42	4,527.46	8,223.60	4,834.56	111,519.47
Range Fees	17,672.31	16,345.86	11,579.13	15,033.71	11,146.53	19,095.87	20,049.84	13,537.90	12,704.06	14,081.06	11,890.88	12,542.44	175,679.59
Club Rental	390.00	400.00	200.00	225.00	275.00	648.00	680.00	468.75	500.00	495.00	605.00	450.00	5,336.75
Sales of Merchandise	17,709.62	19,202.56	24,247.44	13,485.64	14,168.19	24,726.37	26,656.07	13,570.96	18,020.66	18,184.21	18,934.56	14,113.44	223,019.72
Concession Fees	6,097.49	4,843.35	3,944.58	3,819.87	2,830.15	5,123.29	5,450.52	3,378.74	4,157.36	3,740.46	3,714.91	3,334.53	50,435.25
Miscellaneous Fees	2,450.00	2,530.00	3,888.25	4,914.50	2,224.50	3,717.50	1,762.50	407.50	937.50	785.70	960.51	515.00	25,093.46
Total Income	198,972.55	182,815.93	163,210.92	163,072.37	115,518.16	190,676.07	197,362.94	99,045.62	126,358.68	125,565.57	128,759.61	113,716.82	1,805,075.24
Weather Totals	1RO/1CM	2RO/2W/1H	4RO/4W/1H	4RO/9W	7RO/7W	5W/1CM	1RO/4W/1CM	5RO/9W/5CM	3RO/5W	1RO/13W/1H	5WD	3RO/7W/	28RO/63W/ 8CM/3H
Income Per Round	\$42.85	\$42.83	\$46.57	\$43.14	\$43.15	\$44.28	\$42.03	\$39.68	\$36.94	\$40.66	\$40.21	\$39.40	\$42.03