



Capital Planning Session

December 10, 2016

Present: Meredith Wilson, Dominic Cousineau, Andy Couvrette, Jenni Bruce, Geno Holick, Shaun Morris, Euan McLean, John Nahanni, Hughie Graham

Regrets: Joan Hirons, Deborah Ross

Location: Second Floor NWT Commerce Place

Review of 2017 Budget Draft Provided by Matthew Gray the following items and questions were noted with the budget.

There was also discussion on the two GNWT grants that Hughie has submitted applications for, these include:

\$39,425 application to ITI to help fund a national marketing campaign aimed at getting southern golfers for to come to Yellowknife for a Unique Golf Experience. This campaign includes print and digital ads with Golf Canada and Score Golf as well as a segment on a 30 minute travel show on TSN.

\$52,000 ITI Infrastructure Contribution Program to replace Tee Boxes with redesigned lower boxes that will be easier to access for seniors and those with reduced mobility.

Summary Budget Tab

- Where is the 2% Capital Surcharge recorded? There should be a line item for it
 - This is marked as "other revenue"
- Where are Matts wages listed in the budget? Is it in Salary & Wages or Management Contract
 - Have made adjustments to the budget to show this in management fees
- Why is freight \$5000 this year versus \$392 last year? Is this budgeted for shipping Tee Box materials?
 - Last years freight was a little over \$2000, I had budgeted for more freight due to the probably requiring tee-box material, sending of the driving range door and an order of new callaway/driving range mats
- Are there more bank fees for 2016 as they are over \$13,000 lower than budgeted for 2017
 - There is a mistake in the 2016 bank fees as you can see each other year has been \$13,000

- Why are the Office Expenses increased \$5000 from 2016
 - Office expenses are budgeted \$700 less than las years actuals
- What is included in the \$50,000 budgeted for Maintenance?
 - See on the new budget I have made a new tab for grounds and maintenance and decreased this to \$40,000 (this is for bare minimum maintenance)
- Have we not received all of our insurance bills from 2016
 - Waiting for a reply email regarding this
- Management Contract is \$10,000 (is this supposed to be higher for Matts wages or are they captured somewhere is, and if so what is the \$10,000 for
 - See note above regarding Matts wages
- The formulas for Power carts and Tournament Costs do not appear to be working as there are no entries for 2016 & 2017 in the summary tab
 - Should be fixed now

Capital Tab

This tab needs to be updated as all of the 2016 items are things that were completed in 2015. We need to update the 2017 capital budget so we know what capital money is available so we can plan the projects for the season accordingly.

Capital Projects

Priority for 2017 Season

- Driving Range Machine upgrade to digital system instead of tokens (\$4000) – Approved by board during meeting to go ahead with this project
 - This has been sorted with range servant, we will send the door in once Matt gets back to YK
- Tee Box Replacement (other projects will be based on what funds are left over following this or if we receive Money from the ITI Infrastructure Contribution Program)
 - Will this depend on if we get funding only? Or do we plan to start replacing and building some new tee-boxes next year regardless
- Replace Clubhouse Sewer Tank
 - Agreed this does need to be replaced/inspected or repaired. Probably 40+ years old
- Move Maintenance Shed and run power to new location
 - I agree with the fact that it would be great to have everything over in the corner and fenced to be secured. We just have to be conscious of where we put the shed as we cannot put it at the very back as this is not part of our leased land and is lent to us by the Seismic Station under the stipulation that no structures are placed there.
- Fuel Vault – Gasoline
 - I don't disagree that this needs to be replaced, I did some looking online but was pretty limited what I could find
- Truck Tidy Tank – Diesel
 - Tidy tank would need to be either on a road worthy trailer to go and fill up or it might work out cheaper to get a small 250L tank that we have diesel delivered?

Might need some cost analysis work to see what would be cheaper and work best

Non Capital Task to be completed in 2017

- Clean out old Proshop
- Tee box Benches
- Organize parking lot

Future Capital Projects to be prioritized after confirmation of 2017 Capital Budget, remaining items will be given a time frame and line items created in accounting to put individual project funds aside

- Sand Trap on Hole #13 – fill in existing small trap and create a bunker in front of grass apron similar to hole #3
- Complete fence along holes #8 & #9 – use existing cable and request old power poles from Northlands to be used as fence posts
- Clubhouse Bathroom renovations and install electric hand dryers
- Cart Storage
- Cart Paths - holes #3 & #16
- Grass around hole #9
- Replace Green and Grass around hole #12
- Outhouses – holes #6/17 #12 #13 #2 #8 Remove structures and replace with portable pump out units
- New portable outhouse by 13th tee with pumpout access from road
- Concession and BBQ structure with attached washrooms behind #6/#17 tee's
- Forks for tractor
- Person walkthrough areas on fence along #13 fairway to stop people from climbing over and damaging fence
- Floating pump intake for irrigation pump to prevent sand from being sucked in
- Event tent, tables and chairs