



CITY OF NORTH SALT LAKE

EAGLEWOOD GOLF COURSE OVERSIGHT COMMITTEE MEETING NOTICE & AGENDA November 16, 2022

Posted November 15, 2022

Notice is given that the City of North Salt Lake Eaglewood Golf Course Oversight Committee will hold a meeting on **November 16** at 5:00 p.m. at City Hall in the Council Conference Room located at 10 East Center Street, North Salt Lake, Utah. Some members may participate electronically.

The following items of business will be discussed; the order of business may be changed as time permits.

AGENDA ITEMS

1. Welcome
2. Minutes Approval for August 10, 2022
3. Revenue Update Fiscal Year 2023
4. 2023 Rates Proposal
5. 2023 Seasonal Pay Ranges – Estimated Temporary Wages
6. Kitchen Manager Position Proposal
7. 2023 Winter Projects
8. Event Center – Clubhouse Open House Dates
9. Adjourn

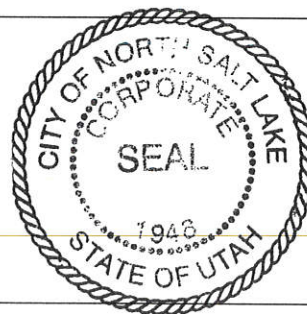
The public is invited to attend all public City meetings. If you need special accommodations to participate in a public City meeting, please call the City office at 801-335-8709. Please provide at least 24 hours' notice for adequate arrangements to be made.

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, hereby certify that the foregoing agenda was posted on the Utah Public Notice website, at city hall, and sent to the required newspapers this 15th day of November, 2022.

Dated this 15th day of November, 2022.

Wendy Page



CITY OF NORTH SALT LAKE
EAGLEWOOD GOLF COURSE
OVERSIGHT COMMITTEE MEETING
ANCHOR LOCATION: CITY HALL
10 EAST CENTER STREET, NORTH SALT LAKE
AUGUST 10, 2022

DRAFT

Chair John Logan called the meeting to order at 5:00 p.m.

COMMITTEE PRESENT: John Logan, Chair
Roger Graves
Ron Jibson via Zoom
Karen Mills
Lisa Watts Baskin, City Council via Zoom

EXCUSED: Court Huish

STAFF PRESENT: Ken Leetham, City Manager; Tyler Abegglen, Golf Course General Manager.

1. APPROVE MINUTES

The Golf Committee minutes of July 13, 2022 were reviewed and approved.

Committee Member Graves moved to approve the July 13, 2022 minutes as written. Committee Member Mills seconded the motion. The motion was approved by Committee Members Graves, Jibson, and Mills.

2. SEARCH ENGINE OPTIMIZATION (SEO) AND SOCIAL MEDIA UPDATE

Tyler Abegglen reported he surveyed every golf course within a 75 mile radius of Eaglewood. He explained this survey showed the ratings and number of reviews for each of the courses and was ranked from highest to lowest ratings. He noted Wasatch State Park had the highest rating at 4.8 followed by Eaglewood at a 4.7 rating. Local competitors Valley View, Bountiful Ridge, Lakeside, and Davis Park all received ratings of 4.5 to 4.6. He said Eaglewood had 1,034 reviews compared to Lakeside who had the next highest number of reviews at 733. Mr. Abegglen said the negative reviews the course had received were mostly related to the Grill and construction at the course with some mixed reviews of the greens.

Karen Mills commented the greens and fairways were in good shape considering the drought conditions. She said the last rainstorm washed some gravel onto the cart paths near holes 12 and 13. Tyler Abegglen replied hole 12 became a pond when there was a lot of rain.

John Logan asked if there was a plan for remediation as it was eroding the base of the asphalt. He suggested concrete curbing. Tyler Abegglen responded they would have to view the site including the manhole covers and ways to divert water. He reviewed the location of the covers and the storm drain system at the golf course via Google Maps with the Committee.

Tyler Abegglen reported on Search Engine Optimization (SEO) data from March through August 2022. He said there were 33,952 business profile interactions using search terms like “golf courses near me”, “Eaglewood”, or “Salt Lake golf”. He indicated over 18,000 of those searches were for “Eaglewood golf course.” He stated there were 19,498 website clicks for the same time period. Mr. Abegglen explained that 101,000 people actually viewed the business profile with 57,844 searches that showed the business profile. He shared how the Google ad campaigns were performing and said there were three ads running right now for the event center, general golf course, and afternoon special promotion. He acknowledged there were 5,500 impressions with a 1,000 person click through rate (CTR) which meant the average cost per click (CPC) was \$0.87 at a cost of \$879 for the three ads.

Councilmember Baskin asked for clarification on click through rates and cost per click. Tyler Abegglen explained the cost for the event center ad was \$422.62 with 413 clicks, a CTR of 1.03% and an average CPC of \$1.02. He said if they booked one event a month from the ad then the cost of the ad would be worth it.

Tyler Abegglen said the majority of the visitors who clicked through to the website then visited the tee times. He indicated between two to five percent for the click through rate was ideal and all three ads were between one percent and four percent. He spoke on the number of followers for Instagram at 1,771 and Facebook at 1,800. Mr. Abegglen said he would do advertising for the golf simulators once they were completed as well as an ad for the fall tournaments.

3. CONSTRUCTION PROJECT UPDATE

Tyler Abegglen reported on the construction schedule for the golf course renovation. He noted the finish trim, front decking, finish electrical for the interior, roller shades, below deck concrete, and roof were anticipated to be completed in August. He stated the framing of the outdoor deck would begin in three weeks, the event center remodel would begin on October 2nd, landscaping would start on August 23rd, and completion of the south exterior would be mid-September.

80 4. GOLF SIMULATOR OPEN HOUSE OVERVIEW

81
82 Roger Graves asked if there would be a front desk or check-in area for the golf simulators. Tyler
83 Abegglen replied staff would handle the simulator, the event center, and tee times during the
84 slower winter months.

85
86 Tyler Abegglen explained how the memberships for the golf simulators and tee times would
87 work. He stated there would also be an emphasis on golf lessons once the building was
88 completed.

89
90 Roger Graves and Karen Mills spoke on demonstration days, fittings, lessons, and upselling
91 equipment.

92
93 Tyler Abegglen reported on the golf simulator open house which was tentatively scheduled for
94 August 27th from 3 p.m. to 9 p.m. and August 28th from 12 p.m. to 9 p.m. He stated there would
95 be printed materials, desserts or pizza, drawings for a free of membership, walkthroughs of the
96 Trackman system as well as access and availability, information on memberships and bookings,
97 and the tournament launch.

98
99 Ken Leetham asked about the cost of a membership for the golf simulator. Tyler Abegglen
100 replied that it would be \$2,400 for a 12 month membership or \$1,400 for a 6 month membership.
101 He said they would wait to offer a punch card until after the memberships were open.

102
103 Ken Leetham questioned how many memberships could be sold before capacity was reached.
104 Tyler Abegglen responded he anticipated selling 20 to 25 of the 12 month memberships this year
105 and 10 or 15 of the 6 month memberships. He said Bountiful limited the number of their
106 memberships and were open 24 hours a day.

107
108 Ron Jibson asked if the anticipated time for play had been factored in for the reservation times.
109 Tyler Abegglen said that expectations would be set to let players know how long a course might
110 take to play and limits could be set for reservations.

111
112 Roger Graves commented many simulators had a two hour minimum to play a course but one
113 hour was plenty of time to practice or hit balls. He said the Trackman liaison recommended
114 setting the system to not allow putts.

115
116 Tyler Abegglen commented that he would ask the Trackman rep for information on scheduling
117 and play time from other facilities with the Trackman system.

118
119 Roger Graves asked if the wall between the two simulators needed to be extended to avoid
120 distractions if both bays were in use at the same time. Tyler Abegglen replied that they could
121 look at adding a slide track curtain between the bays.

Roger Graves asked about having drinks and snacks available in the simulator rooms. Tyler Abegglen said they would have water bottles available and potentially a vending machine. He mentioned that they could order food from the café as well.

Tyler Abegglen invited the Committee members to come view the golf simulator.

5. GRILL/SNACK SHACK NAME DISCUSSION

Tyler Abegglen asked for feedback on a name for the grill/snack shack.

Roger Graves suggested keeping it simple with The Grill or The Café at Eaglewood.

Councilmember Baskin suggested several names including The Albatross, The Pin, Duffers, Number 19, The Bunker, Top Bite, Birdie's Bunker, One Under, The Club, The Green Apron.

John Logan suggested the name Eagle Eats.

Tyler Abegglen commented that customers always asked where "The Grill" was so he was in favor of Roger's suggestions.

Roger Graves asked about the status of the current concessionaire. Ken Leetham replied the City's counteroffer returned to the concessionaire today. He spoke on the settlement and said the City's latest and final offer was sent to the Longi's today.

Roger Graves questioned if the rest of the season was salvageable. Tyler Abegglen responded the next two months would be difficult foodwise. He submitted the application for the beer license yesterday and a conditional permit would be issued until the City received their business license. He indicated the pro shop and kitchen would need to be completed for the fire inspection and then a business license could be issued. He anticipated that the beer license could then be issued for September 1st.

Tyler Abegglen said he had several applications for the beverage cart and one application for a line cook. He commented they were waiting on the settlement to be completed before they hired a kitchen manager. Mr. Abegglen explained he created a tentative menu as part of the alcohol license that he could share with the Committee. He hoped to have employees setup to learn from a professional chef and planned to further explore food costs.

Ken Leetham said the intention was to hire City employees to run the café instead of a concessionaire. Tyler Abegglen replied there were several ways that golf courses ran their food services including in house operations that may or may not make money or food services that were run by concessionaires that may or may not be successful. He commented the majority of

164 golf courses broke even but he wanted to make money, particularly in the café. Mr. Abegglen
165 wanted to have the café available to the public and to offer music nights, public events, and even
166 food truck roundups.

167
168 Roger Graves said that the winter months could be used to test out the golf simulators and public
169 events. Tyler Abegglen commented they could test out options like having breakfast at the café.

170
171 Ken Leetham said the right manager would help to drive the café in a good direction and being
172 successful.

173
174 Roger Graves asked if the food services manager would be a position with the City that offered
175 benefits. Ken Leetham replied this was his preference including incentivizing the wage in a
176 similar way as the golf course director.

177
178 John Logan said the key was to offer health benefits plus incentives as this would ensure the
179 employee focused on the costs as well as increasing sales.

180
181 Tyler Abegglen commented a fulltime employee would be the best to maintain continuity with
182 the café.

183
184 John Logan was in favor of a fulltime manager position and said there were no restaurants in that
185 area. He said the local Sunshine Café was good for breakfast but not dinner and if the Golf
186 Course café offered dinner that they could build up a clientele. Tyler Abegglen replied they
187 would offer the café food through DoorDash, Uber Eats, and other delivery services.

188
189 Karen Mills asked if the hours for the manager would be flexible to allow for more hours during
190 peak season. Ken Leetham replied if they were an exempt management employee they could
191 work as many hours as needed with bonus pay. He also said that the longer hours in the summer
192 and the incentives could hopefully balance out the winter months and retain a year round
193 employee.

194
195 Tyler Abegglen commented even if the hours of operation were limited as long as the café had a
196 good product, similar to the Sunshine Café, people would plan around it. He said they would
197 lean on the expertise of a professional café manager.

198
199 Ron Jibson mentioned the dining experience at Wasatch State Park Golf Course and said a great
200 manager and employees made all the difference. Tyler Abegglen commented they needed to
201 offer competitive wages and to look for employees that were personable and helpful.

202
203 Roger Graves asked about the current concessionaire and the kitchen equipment. Tyler Abegglen
204 replied the City owned some of the equipment and once the settlement was completed the

concessionaire's equipment would need to be removed within a certain time period. He also said after the settlement the City could begin to sell food items.

Karen Mills asked about the status of the golf carts. Tyler Abegglen responded the golf carts should be shipped in one week. He said there was some frustration as the original delivery date was supposed to be in July.

Roger Graves asked if the cart storage area was ready. Tyler Abegglen replied it was not yet completed.

6. ADJOURN

The meeting was adjourned at 6:11 p.m.

The foregoing was approved by the Eaglewood Golf Course Oversight Committee of the City of North Salt Lake on Wednesday September 14, 2022 by unanimous vote of all members present.

Wendy Page, City Recorder

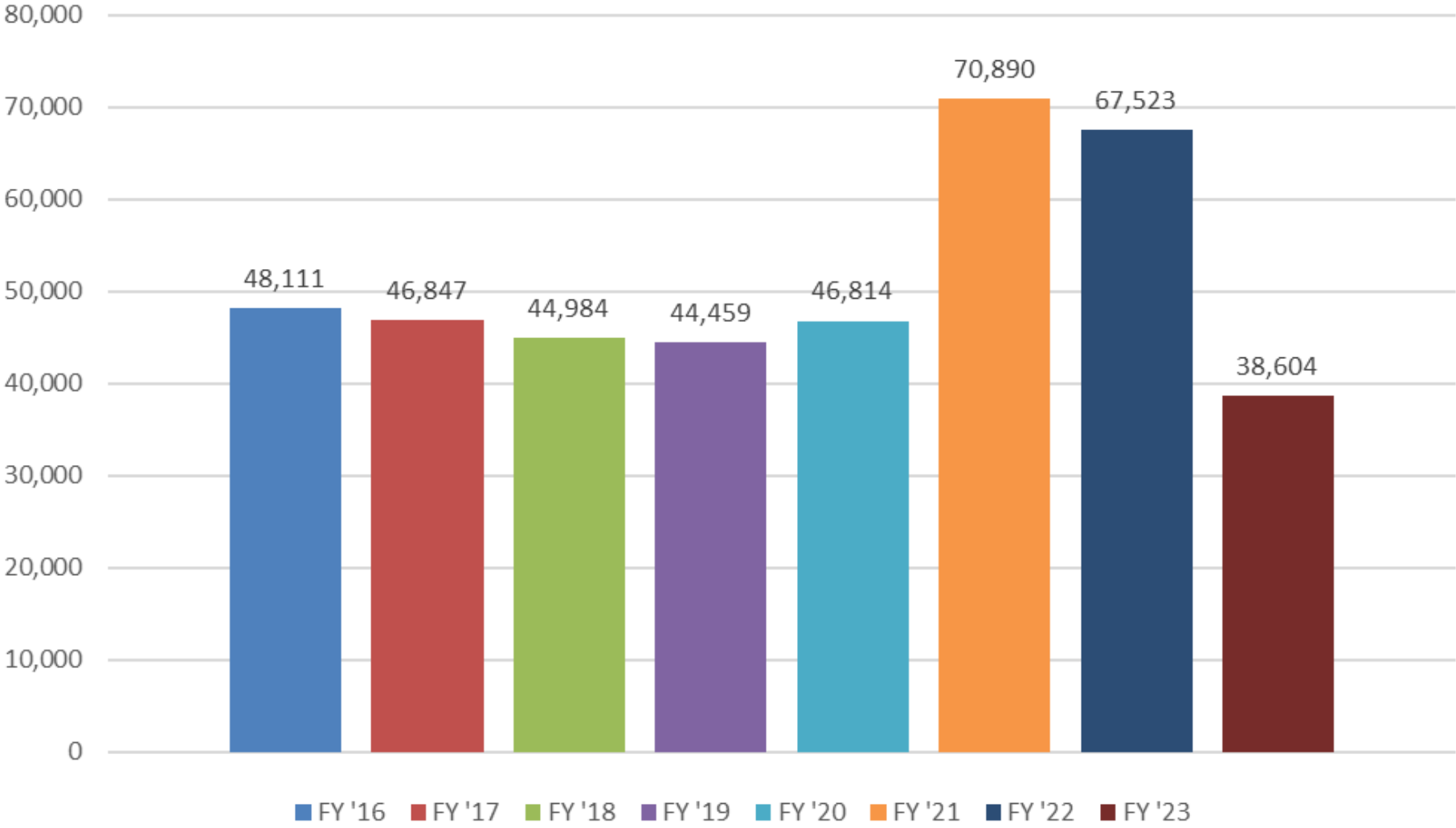
Golf Committee Meeting

NOVEMBER

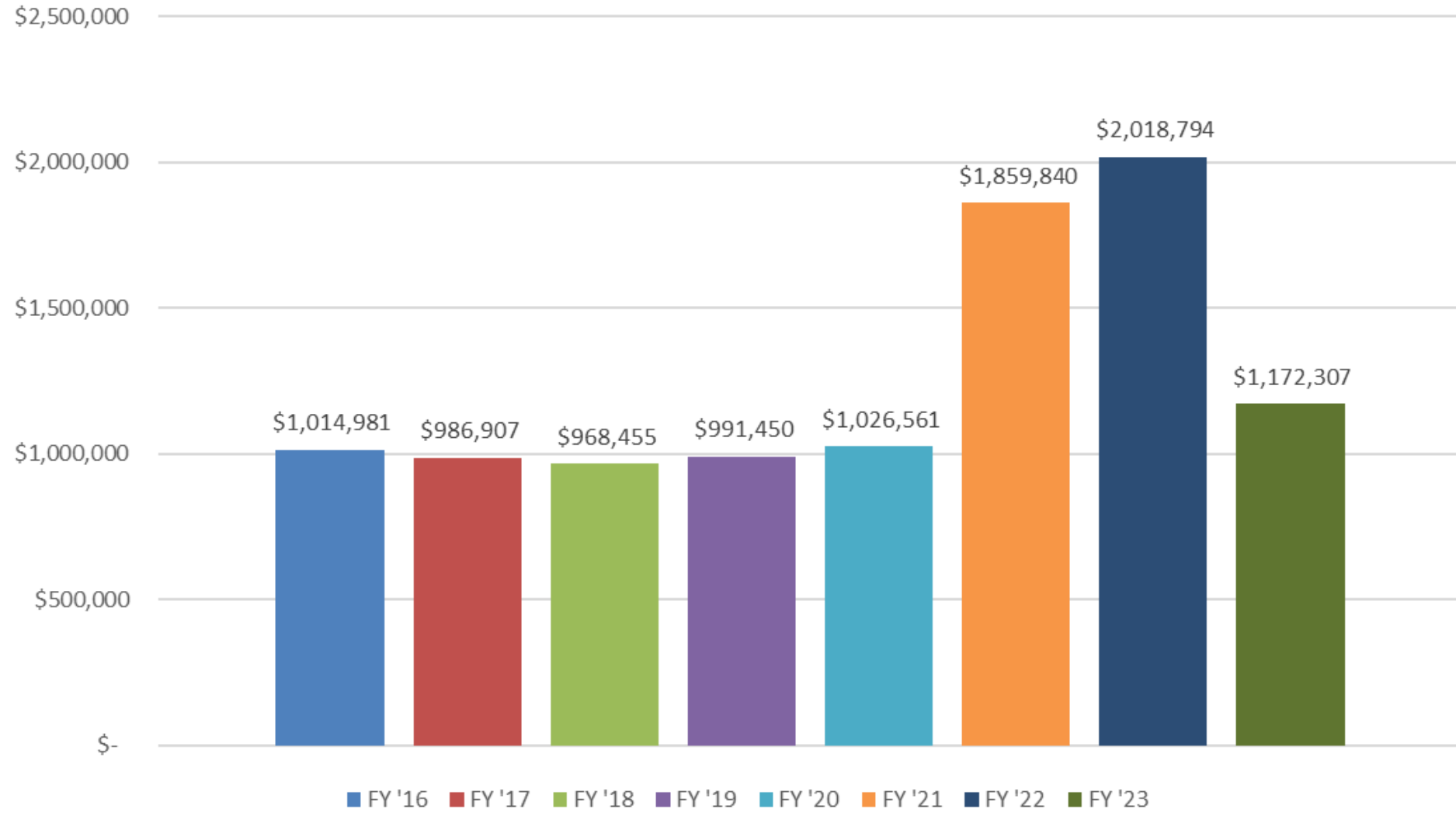
Agenda

1. Minutes Approval
2. Revenue Update
3. Rate Proposals
4. Seasonal Pay Ranges
5. Kitchen Manager Position
6. 2023 Winter Projects
7. Open House Dates

Fiscal Year Round Totals



Fiscal Year Total Golf Revenue



GOLF COURSE RATES - 2023

Fee Type	9 Walking		18 Walking		9 w/ Cart		18 w/Cart		Days Available
Regular Base Rate	\$	19.00	\$	38.00	\$	30.00	\$	58.00	Everyday
Youth On Course	\$	5.00	\$	10.00	\$	15.00	\$	30.00	M-W Only
Juniors	\$	12.00	\$	24.00	\$	21.00	\$	42.00	M-W Only
Ladies Day					\$	25.00	\$	45.00	\$25 - \$45 / W ONLY
Punch Card Rate	\$	15.00	\$	30.00	\$	25.00	\$	50.00	<u>Anytime Excluding Holidays</u>
PGA Book Rate							\$	45	M-TH Anytime, F-SU after 2:00 = \$45
Cart Fees					\$	10	\$	20	<u>Anytime</u>
Private Cart Fees					\$	10	\$	20	<u>Anytime</u>

Afternoon Special - \$45 (Friday-Sunday after 2:00)

Juniors, PGA Book and Ladies Day Stay the Same

City Employee	\$	-	\$	-	\$	-	\$	-	Anytime Excluding Holidays
Corporate	\$	-	\$	-	\$	25	\$	45	M-TH Anytime, F-SU after 2:00
Eaglewood/PGA Comp	\$	-	\$	-	\$	-	\$	-	M-TH Anytime, F-SU after 2:00

EVENT CENTER RATES

	6 Hour Rental	12 Hour Rental	Additional Hours
Event Center Rental	\$ 2,300.00	\$ 3,000.00	\$200 an Hour

10% Discount for all North Salt Lake Residents

\$300 Fee for Ceremony

\$500 Non-Refundable Deposit

\$250 Alcohol Deposit

\$500 Refundable Damage/Cleaning Deposit

Seasonal Pay Ranges

FY '23 - Non-Benefited Seasonal Positions Proposed			
Grade	Hourly Minimum	Hourly Midpoint	Hourly Maximum
Grade 1	\$10.00	\$12.50	\$15.00
Grade 2	\$12.00	\$14.50	\$18.00
Grade 3	\$14.00	\$16.50	\$19.00

Part Time Pro Shop Budgets		
Year	Budget	Actual
2020	\$ 82,400.00	\$ 62,176.13
2021	\$ 65,000.00	\$ 63,754.28
2022	\$ 65,000.00	\$ 47,513.01
2022 Budget Adjustment	\$ 82,000.00	-*

*Increase in Wages

*Increase in Positions

*Increase in Customer Experience - Outside Attendant and Starter

Job Type	Grade
Pro Shop	
Outside Services	1
Social Media Manager	2
Starter	2

Maintenance	
Grounds Maintenance	2
Equipment Operator	3

Grill	
Snack Shack	1
Customer Service	2
Cook	3

FY '23 - Seasonal Steps Proposed											
Grade	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Grade 1	\$10.00	\$10.50	\$11.00	\$11.50	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00	\$14.50	\$15.00
Grade 2	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00	\$14.50	\$15.00	\$15.50	\$16.00	\$16.50	\$17.00
Grade 3	\$14.00	\$14.50	\$15.00	\$15.50	\$16.00	\$16.50	\$17.00	\$17.50	\$18.00	\$18.50	\$19.00

Kitchen Manager Position

- Begin hiring process the first of December.
 - Anticipated Start Date Mid January or February
- Salary Range Grade 16 (\$39,000 - \$57,000). Pay based on experience.
- Bonus of gross revenue of the food operation (Negotiated upon employment).
 - Estimate (\$5,000 to \$10,000 bonus on average)

Winter Projects

- Golf Cart GPS Programming and Advertisements.
- Tournament Sponsors.
- Employee Incentives Schedule.
- Social Media Schedule.
- Association/Tournaments Preparation.
- Organizing and Prep for Season.
- Grill Menus/Tv's.
 - Order management/training.
- Finalize Bond Expenditures.
- FY '24 Budget Prep.

Eaglewood Open House(s)

- Saturday - February 11th
- Saturday – April 1st
- 10:00 am to 5:00 pm.
- Caterer with appetizers.
- Drone Photography and Videography
- 3d Interior mapping/walkthrough
- Professional Photographer at early Spring Events. Access photos for website etc.