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Minutes of the Fox Hollow Golf Club Board of Directors Meeting held **April 17, 2025** at **6:00 p.m**. at the Fox Hollow Golf Club, 1400 North 200 East, American Fork, Utah.

Members Present: Jay Fugal, Max Powell, Keely Giles, Dave Richards, Ryan Wood, and Steve Chipman.

Excused: Johnny Revill, Polly Anderson & Clark Taylor.

Others Present: Jaxson Taylor, Stewart Reeve, John Hansgen, Riley Bunker, Jackson Draper, Jancarlo Valdivia, Mike Hawkins, and Wendy Thorpe.

1. Welcome

Chair Jay Fugal opened the meeting at 6:00 p.m. and excused Board members Revill, Anderson & Taylor from tonight's meeting. He introduced Jared Kuzak, who assisted with the proposed driving range. Mr. Kuzak distributed preliminary design plans and talked a little bit about the new proposed driving range design. The plan included a 212 footlong building with three stories, including 25 bays per level and restrooms. Windows would be placed on the south side to allow for airflow and to match the clubhouse building. Fourteen feet high ceiling bays should limit people hitting the ceiling. The location compared to the existing clubhouse building location was identified.

Jay stated these were preliminary plans and asked for ideas from the board. Board members discussed the building layout and parking considerations. Cost estimates and material choices were briefly reviewed and would likely be metal and concrete. Board members stressed the importance of keeping costs down. Board members asked about access from the hilly area and discussed the possibility of acquiring the adjacent land from American Fork City for parking and access to the new building. Possible locations for entry and ball machines were discussed.

Timeline and construction considerations would be based on approval of the building and design plans. Board members added that winter would be the best time of year for construction to take place.

2. Public Comments

There were no public comments.

3. Action Items

a. **Review and action on approval of the March 20, 2025 board meeting minutes**
   Motion: Board Member Giles moved to approve the March 20, 2025 board meeting minutes. Board Member Richards seconded the motion.

Vote: Clark Taylor, Absent; Paulette Anderson, absent; Max Powell, yes; Jay Fugal, yes; Steve Chipman, Yes; Keely Giles, Yes; Dave Richards, yes; Ryan Wood, Yes; and Johnny Revill, absent. The motion passed with 6 in favor and 3 absent.

b. Review and action on the March 2025 Finance Report

Mr. Stewart Reeve reviewed financial updates and operational activity for March 2025. It was mentioned that the club had an unusually busy start to the season, with significant expenditures in March due to early maintenance orders for chemicals, fertilizers, and equipment, totaling approximately $10,000. Additional large purchases for pro-shop inventory and supplies also contributed to the early spending. Clarification was provided on a notable expenditure labeled "winter unemployment." They explained the club's participation in a reimbursable unemployment plan, which differs from standard premium-based insurance. This year's winter unemployment costs reached $24,000, the highest on record. The board discussed potentially switching to a rate-based plan in the future and indicated that further analysis would be done by the end of the year to evaluate that option for 2026.

Financially, revenue for March exceeded both budgeted and prior-year figures, notably in areas like the driving range. Overall, operating expenses were within expectations, and labor costs were lower than projected for the first quarter. Despite a temporarily inflated maintenance expense figure, it was anticipated to level out in subsequent months.

The board then discussed potential financing options for the future large-scale driving range project estimated at $2 to $2.5 million. One option considered was direct city contributions using park tax funds, though it was acknowledged that this approach may not be fully feasible. The board also explored bonding as a financing method, especially with favorable existing bond terms. The current bond had a low interest rate of 1.84% and was set to be paid off within three years. A new bond could be structured over 10 to 20 years, potentially allowing for a $4 million project without significant increases to annual costs. The group discussed timing, financial viability, and strategic planning to ensure minimal disruption to operations during any future construction. American Fork, was highlighted as a likely key contributor both in funding and in providing land due to its share of park tax revenue.

Motion: Board member Dave Richards moved to approve the March 2025 Financial report. Board member Ryan Wood seconded the motion.

Vote: Clark Taylor, Absent; Paulette Anderson, absent; Max Powell, yes; Jay Fugal, yes; Steve Chipman, Yes; Keely Giles, yes; Dave Richards, Yes; Ryan Wood, Yes; and Johnny Revill, absent. The motion passed with 6 in favor and 3 absent.

4. Operations Report for March 2025 – Jaxson Taylor

a. Policy discussion for course code of conduct

JT provided an operations update for March, noting an exceptionally busy period despite some unfavorable weather. One weekend in March generated approximately $18,000 in revenue—comparable to peak summer figures from the previous year—highlighting strong early-season performance and the positive impact of recent price increases on driving range and green fee revenue.

The board was informed that neighboring Alpine's driving range would be closing soon, which was expected to further increase demand at Fox Hollow's range. Due to high traffic and demand, staffing levels were increased earlier than usual, particularly in the cart and pro shop areas.

The club hosted its season-opening tournament, the Classic, with 132 participants, marking a strong turnout. Registration for the upcoming Cinco de Mayo tournament opened that morning and had already reached approximately 50 participants. Preparations were also underway for the club's major competitive event, the Fox Hollow Amateur, a two-day tournament run in partnership with the Utah Golf Association (UGA). The event quickly filled its field with top players, including collegiate and state amateur champions, and was scheduled for the upcoming weekend.

To support upcoming events and improve the player experience, new TaylorMade range balls were being added to the range machines. Additional improvements included the addition of new bins and general course upkeep. The board was informed that the course was in excellent condition, with greens performing well. A recent TaylorMade club fitting day was reported as a commercial success, generating sales of multiple club sets, drivers, woods. An upcoming Titleist fitting event, already fully booked, was expected to generate similar interest and sales. Course pace of play was also reviewed. The average round time remained around four hours, which met expectations. However, some slower play was noted during scramble events, particularly around greens, and the board briefly discussed reviewing specific holes to address pace-related concerns. The club recently completed a promotional giveaway in partnership with TaylorMade during the Masters. The giveaway prize, a golf bag, was awarded to a local high school player, who was enthusiastic about using it, which was noted as a feel-good moment. Overall, the operational outlook was strong, with consistently high player turnout and preparations underway for a successful summer season.

The board addressed a growing concern regarding player conduct on the golf course. It was reported that in the past month, there had been more incidents involving arguments, physical altercations, and police involvement than in the previous years combined. A recent case included a physical confrontation that resulted in medical attention and a police report, while another incident involved a weapon, leading to a lifetime ban for one individual.

To address this issue, the board discussed implementing a Code of Conduct policy for players and patrons. The proposed framework would place any individual involved in a serious on-course incident on probation for the remainder of the season. A second offense in the same season would result in suspension from the course for the duration of the season, with suspensions potentially extending into the following year if necessary. Exceptions would be made for egregious behavior, such as threats or violence, which would result in immediate and permanent bans. Board members acknowledged the legal considerations involved, particularly regarding public access to city-owned property. It was noted that while patrons pay to play and do not have unrestricted access like a public sidewalk, the course would still need to follow proper procedures for suspensions or bans, potentially including formal trespassing notices. Legal counsel and further research was suggested to determine the extent of the club's authority. Staff involvement in conflict situations was also discussed, with the board emphasizing that staff should not physically intervene or be placed in unsafe situations. Staff are instructed to contact course management or local authorities in such cases.

There was also discussion about formalizing a terms and conditions agreement tied to tee time bookings. This would include an acknowledgment of the club's Code of Conduct. Options included requiring digital checkboxes, visible signage at the course, or including the policy in the membership agreement. The group agreed that while most patrons act responsibly, an official, clearly communicated policy was necessary to address the behavior of a small percentage. The board agreed to continue developing the policy, including potential legal review and documentation standards. One ongoing case involving a member was discussed. Since no policy had yet been adopted, no disciplinary action would be taken, but the individual's name would be noted and the incident documented.

The board discussed ongoing concerns with Hole 15, particularly with unauthorized individuals accessing the course and walking onto it from nearby areas. Several board members and staff shared experiences of people entering the hole without authorization, often during early mornings or evenings. To address this, members proposed the installation of signage to deter unauthorized access and considered investing in a camera system toward the end of the year. Temporary measures, such as increased awareness and staff monitoring, were encouraged until a permanent solution is identified.

5. **Superintendent report on Grounds and Equipment – John Hansgen**
    a. **Tee Box Discussion (current approved amount $50,000)**

Course maintenance updates were then provided. Staff reported that the course had cleared quickly in recent weeks, allowing them to complete chemical applications and vegetation control. Fertilizer orders had been received for the year, and the irrigation system had been pressurized. A technician inspected the filter station and discovered a manufacturing defect in three of the four filters. Replacement parts were scheduled to be installed the following day. Pump systems were functioning well, with output and efficiency improved compared to previous years. Staff continued working on optimizing water usage to manage electricity costs more effectively. In terms of project updates, work on resurfacing tee boxes was discussed. A vendor offered turf replacement at $2 per square foot, amounting to roughly 25,000 square feet. Due to the vendor's existing commitments, the work would likely take place in the fall, which was seen as an appropriate timeline for turf recovery. The sod supplier provides fairway-cut, sand-based sod, which was deemed preferable for compatibility with existing turf conditions. Additional improvements, such as in-fill or contour adjustments, would require further planning. The board briefly reviewed the sinkhole and culvert replacement project, which remains scheduled for August. It was noted that the replacement would restore the area to its original condition, and any changes would require re-engagement with FEMA due to the ongoing application process. Updates were also provided on parking lot improvements. Striping work, including the addition of three more handicap stalls (for a total of five), was scheduled for May 23. The vendor would also touch up existing stalls.

6. **Committee Updates**

a. HR/Employee Matter (**Jay F**, Ryan W, Dave R)
b. Events/Member Benefits (**Keely G**, Paulette A, Johnny R)
c. Projects/Improvements (**Steve C**, Clark T, Max P)
    1. Report of design progress

In the HR and staffing update, it was noted that around 30 local youth had expressed interest in working at the course. Some were hired earlier than usual due to favorable weather. A volunteer program continued to be popular among younger children, who could earn driving range vouchers by helping with tasks such as garbage collection. Board members explored adding a new part-time seasonal position for the busy summer months, especially between 3 p.m. and 8 p.m. This role would involve managing range token distribution, monitoring behavior on the driving range, and improving overall safety and order during peak hours. There was discussion about using speaker systems or other communication tools to help manage crowds and enforce rules such as staying off the grass.

The board also discussed preparation for the annual presentation to city officials, traditionally held in May. Several mayors had requested it be postponed until July or August. The board agreed, and the idea was raised to coordinate the presentation with the Tri-City Tournament to maximize attendance and showcase progress.

7. Discussion on additional business items for placement on a future agenda –

a. Presentation to the Cities

Nothing was mentioned.

8. Adjournment

With no further business to come before the Board at this time, Board member Dave Richards moved to adjourn the meeting. Board member Max Powell seconded the motion. The motion passed unanimously. The meeting was adjourned at approximately 6:56 p.m.

Meeting Minutes Approved: May 15, 2025