



Fox Hollow Golf Club
1400 North 200 East
American Fork, UT 84003
(801) 756-3594

MINUTES
MAY 21, 2026, AT 6:00 P.M.
BOARD OF DIRECTORS MEETING
1400 North 200 East, American Fork, Utah

Minutes of the Fox Hollow Golf Club Board of Directors Meeting held **April 16, 2026, at 6:00 p.m.** at the Fox Hollow Golf Club, 1400 North 200 East, American Fork, Utah.

Members Present: Paulette Anderson, Steve Chipman, Keely Giles, Max Powell, Johnny Revill Clark Taylor and Ryan Wood

Member Absent: Jay Fugal and Dave Richards

Others Present: Jaxson Taylor, Stewart Reeve, Jackson Draper, John Hansgen, Jancarlo, Abby Draper, Mike Hawkins, and Stephanie Finau.

1. Welcome

Board Member Taylor called the meeting to order and welcomed those in attendance. He noted that local elementary, junior high, and high school graduations, as well as state tournament events, were taking place throughout the community. Board Member Taylor excused Dave Richards and Jake Fugal from the meeting and noted that all other Board members were present.

2. Receive public comments.

There were no public comments.

3. Action Items

a. Review and approval of the April 16, 2026, board meeting minutes.

Motion: Johnny Revill moved to approve the April 16, 2026, board meeting minutes. Steve Chipman seconded the motion.

Vote: Those voting yes: Paulette Anderson, Steve Chipman, Jay Fugal, Keely Giles, Max Powell, Johnny Revill, Dave Richards, Clark Taylor, and Ryan Wood. Those absent: Jay Fugal and Dave Richards. The motion passed.

b. Review and approve April Finance Report

Stewart reviewed the April financial report, noting several significant expenditures for golf course supplies, including chemicals, fertilizers, wetting agents, and other turf maintenance products purchased from vendors such as DRM, TLC Empire, and Green Source. He also highlighted an expense related to the installation of a shower in the maintenance building to support employee cleanup and safety needs. He reported that April revenues totaled



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approximately \$389,000, exceeding budget projections by roughly \$40,000. He attributed the strong performance to exceptionally favorable weather conditions and described April as one of the best revenue months the golf course had experienced.

Regarding expenditure, Stewart explained that ground maintenance costs appeared significantly over budget because a large spring chemical purchase of approximately \$56,900 was recorded during the month. He noted that the timing of these purchases can vary from year to year and cautioned against drawing conclusions from the percentage over budget shown in the report.

Stewart also pointed out that building maintenance expenses exceeded budget due to several unexpected repairs, including replacement of a water softener and plumbing repairs to restroom fixtures. Despite those higher costs, he reported that year-to-date revenues were approximately \$177,000 above projections. He further noted that the golf course maintained nearly \$1 million in cash reserves and operating funds.

Motion: Max Powell moved to accept the May Finance Report. Paulette Anderson seconded the motion.

Vote: Those voting yes: Paulette Anderson, Steve Chipman, Jay Fugal, Keely Giles, Max Powell, Johnny Revill, Dave Richards, Clark Taylor, and Ryan Wood. Those absent: Jay Fugal and Dave Richards. The motion passed.

4. Operations Report

JT reported that golf course operations remained strong following a successful April, with favorable weather and earlier 6:00 a.m. tee times contributing to increased play. The transition to the prepaid tee time system has gone well overall, with most customer concerns resolved, and the system has improved tee sheet utilization by reducing no-shows and increasing reservation accuracy, which is expected to benefit financial performance.

An AI-powered phone answering system was implemented to handle common customer inquiries during busy periods, reducing staff workload while maintaining a focus on personal customer service. Staff will continue refining the system as needed.

From May 1–20, the average pace of play was 4 hours and 16 minutes, remaining under the 4-hour, 18-minute target despite minor delays on holes six and seven. The volunteer marshal program, now staffed by approximately 12 members, has been well received and helps encourage pace of play while referring issues to management when necessary.

Merchandise sales remained strong, membership held steady at approximately 350 members, and staffing levels have been effectively managed. JT also highlighted successful events, including the Fox Hollow Open, local high school play, a women's golf clinic with about 40 participants, and a recent tournament with 196 participants. With junior golf camps and



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additional tournaments approaching, JT expressed confidence that the staff is prepared for another busy month.

5. Superintendent Report on Grounds and Equipment

Jan Carlo reported that unusually dry conditions have required careful water management, with the golf course using approximately 20 million gallons of water so far this season. Although irrigation began about a month earlier than usual, water use remains close to historical averages. With the course's annual water allocation reduced by half, staff are prioritizing irrigation of greens, tees, and fairways while reducing watering in rough and non-play areas to conserve water.

Staff continue to improve irrigation efficiency through system adjustments, software enhancements, and operational changes, including optimizing watering schedules, increasing system pressure, refining soak cycles, and monitoring nighttime water pressure. These improvements have shortened irrigation times, reduced pump wear, and improved overall system performance. Mr. Carlo also plans to provide regular water-use reports to help the Board monitor consumption throughout the season.

Maintenance operations remain on schedule, including mowing, herbicide applications, turf treatments, and upcoming phragmites control. Four of the course's five irrigation pumps have been repaired, while the remaining aging pump is being monitored for eventual replacement. Staff are also maintaining water features, inspecting stormwater systems for City compliance, and applying lessons learned from recent irrigation and turf management training to further improve operations.

6. Topics of Discussion

a. Discussion of possible addition of restroom facilities in the back nine of the course.

The Board discussed the potential addition of restroom facilities on the back nine of the golf course to improve golfer convenience, particularly near Hole 15. Clark asked whether staff had explored options, expressing reservations about portable toilets as a long-term solution while acknowledging the need for additional restroom access.

Keely noted that portable restrooms are common at many golf courses, and the Board discussed a range of options, from standard portable toilets to higher-end trailer units. Taylor suggested that a basic portable restroom with a handwashing station could provide a practical and cost-effective solution. No formal action was taken, but the Board expressed interest in researching available options and associated costs.

b. Open Public Meetings Act annual training.

Ryan presented the Board's annual training on the Utah Open and Public Meetings Act (OPMA), emphasizing that the Act's primary purpose is to ensure transparency by allowing the public to observe the deliberations and actions of public bodies. He reviewed the differences between



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public meetings and public hearings, explained what constitutes a public body and a quorum, and stressed that OPMA requirements apply regardless of how a meeting is labeled.

Ryan advised Board members to avoid discussing Board business or coordinating votes outside of public meetings, even if a technical violation may not occur, in order to uphold both the letter and spirit of the law. He also explained that while agenda items may be discussed if raised by the public, the Board cannot take action on matters not properly noticed.

The training covered the requirements for entering closed sessions, including the required vote, permissible purposes, and the prohibition on taking final action in closed meetings. Wood also reviewed rules governing email and text communications, noting that while informational exchanges are generally permitted, electronic communications cannot be used to deliberate or predetermine Board decisions and remain subject to public records laws.

Finally, Ryan discussed the potential consequences of OPMA violations, including possible criminal penalties, and answered questions regarding the confidentiality of closed-session discussions. He concluded by encouraging Board members to err on the side of openness and transparency in conducting public business.

c. Discussion on the chain link fence along holes 15 and 16.

Clark updated the Board on discussions regarding the chain-link fence along Holes 15 and 16, where new residential development has increased homeowner interest in replacing the fence with a more open alternative. He clarified that any changes are governed by the development agreement between American Fork City and the Bridges at Fox Hollow development—not the Golf Board—and would require City approval. The agreement requires that any removed fence be replaced with an equivalent barrier that restricts unauthorized access to the golf course.

Clark emphasized that maintaining a barrier is important for course security and that the golf course will work cooperatively with the developer. However, he stated that responsibility for protecting homes from errant golf balls rests with the developer, not the golf course, and that any requests for fencing, netting, or other protective measures must be addressed by the development.

The Board also discussed liability for golf ball damage. Ryan explained that, under Utah law, responsibility for property damage from an errant golf shot generally lies with the individual golfer rather than the golf course, except in limited circumstances such as a potential course design issue. JT noted that homeowner complaints about golf ball impacts may become more common as additional homes are built adjacent to the course, and Ryan advised staff to respond with empathy while explaining the golf course is generally not liable for such damage.

d. Discussion on additional business items for placement on a future agenda.

They would have a discussion on porta-potties and a date for presenting to the individual cities.



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8. Adjournment

Ryan moved to adjourn the meeting. Keely seconded the motion. All were in favor.

The meeting was adjourned at 6:58 p.m.

/s/ Stephanie Finau