



## **POKEGAMA GOLF COURSE BOARD MEETING AGENDA**

**Tuesday, December 16, 2025  
7:30 AM**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Pokegama Golf Course Board will be held on Tuesday, December 16, 2025 at 7:30 AM at City Hall Conference Room 2A, 420 N. Pokegama Avenue, Grand Rapids, Minnesota.

**ROLL CALL:**

**PUBLIC INPUT:**

**SETTING THE AGENDA:** (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.)

**APPROVE MINUTES:**

1. Approve minutes for November 13, 2025 Regular meeting and November 25, 2025 Special meeting.

**CLAIMS AND FINANCIAL STATEMENTS:**

2. Consider approving verified claims.

**VISITORS:**

**REPORTS:**

**BUSINESS:**

**CORRESPONDENCE AND OPEN DISCUSSION:**

**ADJOURN:**



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## **POKEGAMA GOLF COURSE BOARD MEETING MINUTES**

**Thursday, November 13, 2025  
7:30 AM**

Chair McDonald called the meeting to order at 7:30 AM.

PRESENT: Chair Rick McDonald, Board Member John Ryan, Board Member Tom Lagergren, Board Member Deb Godfrey. ABSENT: Board Member Gabrielle Jerulle.

STAFF: Tom Beaudry, Kimberly Gibeau, Cody Alleman.

GUESTS: John Bauer, Jim Columbus.

SETTING THE AGENDA: (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.)

Upon review, no changes or additions are noted.

Motion made by Board Member Lagergren, Seconded by Board Member Ryan to approve the agenda as presented. Voting Yea: Chair McDonald, Board Member Ryan, Board Member Lagergren, Board Member Godfrey

### **APPROVE MINUTES:**

1. Approve Golf Board minutes for Tuesday, October 21, 2025 regular meeting.

Motion made by Board Member Ryan, Seconded by Chair McDonald to approve Golf Board minutes for October 21, 2025 meeting. Voting Yea: Chair McDonald, Board Member Ryan, Board Member Lagergren, Board Member Godfrey

### **CLAIMS AND FINANCIAL STATEMENTS:**

2. Consider approving verified claims in the amount of \$4,822.50.

Motion made by Board Member Godfrey, Seconded by Chair McDonald to approve the verified claims as presented. Voting Yea: Chair McDonald, Board Member Ryan, Board Member Lagergren, Board Member Godfrey

### **REPORTS:**

Maintenance report provided by Code Alleman:

The golf course is fully prepared for winter, with the final protective application being placed on the greens to help reduce potential ice damage. All equipment deliveries are progressing as scheduled—three pieces arrived earlier in the week, two more are expected next Wednesday, and the final two should follow shortly. Equipment acceptance forms were confirmed as signed for each delivered item to

support the contract process. Golf carts have been stored for the season. Indoor simulators are nearly set up, including two new screens, and final adjustments will be completed soon in preparation for their December 5th opening. Overall, operations are quiet this time of year, and occasional warm-weather foot traffic on the course will not cause any harm.

Managers report provided by Tom Beaudry:

Tom noted they have been on vacation and will be leaving again later today, with additional travel planned in early December. Preliminary financials from accounting look promising, but they are not yet confirmed. Because a final budget must be approved before the City Council meeting on December 15th—and the next regular meeting of the this board falls too late—Tom recommends holding a special meeting on Tuesday, November 25th, to approve the budget. Accounting received the budget template only yesterday and understands the urgency of completing it by the 25th.

Update provided regarding the surplus equipment bids, stating that two bids received, one for each of the two lots, and both exceeded the minimum bid amounts that had been set. The City Council will consider accepting bids at their meeting on December 25th. Once approved, the winning bidders will be required to make payment within three days, following the payment methods and conditions outlined in the bid notice. Bidders are responsible for removing the equipment. Staff will inform the bidders about the council timeline and provide Cody's contact information so they can coordinate pickup and any needed details.

### 3. Bunker Renovation Project Update - John Bauer

A series of bunker renovations and drainage improvements are underway across the course. Cody has researched drainage options and is considering the use of French drains in certain bunkers to reduce the need for extensive trenching around greens. Some bunkers are so compacted they may not need to be dug out before installing liners. The rocks on hole 18 have been removed, creating a clean, sculpted appearance. Additional work is being considered while the ground is firm. Board members also discussed which bunkers truly need liners. Given the significant cost of lining all bunkers, members are weighing whether to exclude liners in some bunkers that historically perform well. The overall goal is to complete as much practical work as possible before weather makes it more challenging.

A fundraising committee has been formed to raise money for the golf course improvements. The group will meet next week at the course to plan a strategy, beginning with targeting higher-capacity donors identified through membership lists. Contributions can be made as one-time gifts or spread over two or three years, with the Community Foundation handling billing, acknowledgments, and administrative work in exchange for a 3% fee. A small brochure with a QR code for donations will also be created. The strategy focuses on members and local golfers, with additional visibility expected through the Community Foundation's website and outreach.

There being no further business, the meeting adjourned at 8:08 AM.

Respectfully submitted,

*Kimberly Gibeau*

Kimberly Gibeau, City Clerk



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## **POKEGAMA GOLF COURSE BOARD SPECIAL MEETING MINUTES**

**Tuesday, November 25, 2025  
7:30 AM**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Special Meeting of the Pokegama Golf Course Board will be held on Tuesday, November 25, 2025 at 7:30 AM at City Hall Conference Room 2A, 420 N. Pokegama Avenue, Grand Rapids, Minnesota.

**PRESENT:** Chair Rick McDonald, Board Member Tom Lagergren, Board Member Deb Godfrey, Board Member Gabrielle Jerulle. **ABSENT:** Board Member John Ryan.

**STAFF:** Tom Beaudry, Aurimy Groom

### **CLAIMS AND FINANCIAL STATEMENTS:**

1. Review Financials and approve verified claims in the amount of \$13,923.53.

Motion by Lagergren, second by Godfrey to approve claims in the amount of \$13,923.53. The following voted in favor thereof: Jerulle, Godfrey, Lagergren, McDonald. Opposed: None, motion passed unanimously.

### **BUSINESS:**

2. Consider approving 2026 Budget

Mr. Beaudry reviewed and discussed the actual 2025 budget and proposed 2026 budget with the members.

Motion by Godfrey, second by Lagergren to approve the 2026 budget. The following voted in favor thereof: McDonald, Lagergren, Godfrey, Jerulle. Opposed: None, motion passed unanimously.

There being no further business the meeting adjourned at 7:45 a.m.

Respectfully submitted:

Aurimy Groom, Administrative Assistant

**POKEGAMA GOLF COURSE BILL LIST - December 16, 2025**  
**DEPARTMENT SUMMARY REPORT**

Item 2.

VENDOR NAME	AMOUNT
ANY WAY YOU WANT IT MOVING &	64.13
BURGGRAF'S ACE HARDWARE	99.34
CLUB PROPHET SYSTEMS	993.70
L&M SUPPLY	64.09
NORTHLAND FIRE & SAFETY INC	884.45
THE TESSMAN COMPANY	21,031.61

**TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 23,137.32**

**CHECKS ISSUED-PRIOR APPROVAL**

AT&T	October	\$ 44.89
AT&T	November	\$ 44.92
CANON	November	\$ 45.48
CITY OF COHASSET	October	\$ 138.86
CITY OF COHASSET	November	\$ 203.50
GRAND RAPIDS PAYROLL	10/3/2025	\$ 19,903.19
GRAND RAPIDS PAYROLL	10/17/2025	\$ 17,208.57
MARCO	October	\$ 9.57
MARCO	November	\$ 2.57
METROPOLITAN LIFE	December	\$ 70.37
OPERATING ENGINEERS	January	\$ 3,544.00
PAUL BUNYAN	November	\$ 157.84
PAUL BUNYAN	December	\$ 157.84
PUC	September	\$ 2,822.91
PUC	October	\$ 2,478.02
WASTE MANAGEMENT	October	\$ 487.05

**TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 47,319.58**

**TOTAL ALL DEPARTMENTS: \$ 70,456.90**