



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

**Tuesday, August 19, 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, August 19, 2025 at 7:30 AM at Pokegama Golf Course, 3910 Golf Course Road, 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 board minutes for July 15, 2025.

**CLAIMS AND FINANCIAL STATEMENTS:**

2. Approve the verified claims in the amount of \$47,823.30.

**VISITORS:**

**REPORTS:**

**BUSINESS:**

**CORRESPONDENCE AND OPEN DISCUSSION:**

**ADJOURN:**



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

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

**Tuesday, July 15, 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, Board Member Gabrielle Jerulle

**STAFF:** Tom Beaudry, Steve Ross, Kimberly Gibeau, Natalee Bushman

### **PUBLIC INPUT:**

No one from the public was present.

**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.)

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

### **APPROVE MINUTES:**

1. Approve Golf Board minutes for June 20, 2025 Special meeting.

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

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

2. Consider approving verified claims.

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

### **REPORTS:**

#### Maintenance Report:

The golf course maintenance team has faced several challenges recently, primarily due to persistent rain and the busy Fourth of July week, which caused some delays. While maintenance is now resuming,

equipment issues are becoming more frequent, highlighting the urgent need for the new equipment package. A fairway mower was down for about a week but has since been repaired. Rapid grass growth, limited mowing days, and scheduling conflicts—particularly on Ladies Day—have caused some minor incidents with golfers, though these have been addressed.

Pest control efforts continue, with treatments for grubs and Asian beetles underway. Damage from skunks attracted by grubs has decreased, thanks to fall and spring trapping. Sand traps have become compacted due to heavy rain; new cultivators and tines are on order to improve conditions, and there are long-term plans to fully renovate bunkers with proper drainage, liners, and sand. Some fairways, especially on holes 12 and 16, are showing signs of decline, which are being treated with targeted spraying.

Staffing levels are expected to drop in mid-August as student workers return to school.

Meanwhile, the Toro equipment order is delayed, with reports of some superintendents still waiting two years for deliveries. Service delays with Toro have prompted consideration of John Deere equipment, which could be delivered this fall and comes with more reliable local service.

Discussed and supported the removal of a problematic silver maple on hole 6, whose roots are impacting the green. Plans include replacing it with smaller trees to maintain course aesthetics.

#### Managers Report:

Overall, things are going well. Financials year-to-date show positive trends on the revenue side, though there's a temporary gap in expense reporting due to the city's transition to a new system. The upgraded system will include features like time clock integration and improved reporting, which should prevent past confusion—such as citywide charges being mis-attributed. Currently, operations are running on a temporary, manual system until the new one is fully online. Revenue is trending upward compared to the same time last year, but there are ongoing struggles with the point-of-sale system, especially concerning lack of support for email and the online store.

Despite these challenges, course conditions are strong thanks to Steve's efforts, and pace of play is good. Starter Rangers have been a challenge this year, so some shifts remain uncovered due to staffing.

There was a conversation about need for more dock space at the beach/park landing and whether dock-related expenses fall under the golf course's budget. It was confirmed they do. While the need for such expenses is understood, unplanned costs—like a recently installed \$13,000 water feature on hole two to prevent sludge—have already impacted the budget. Unforeseen maintenance needs, such as deteriorating retaining walls (which are confirmed to be the golf course's responsibility), are ongoing concerns.

#### **BUSINESS:**

##### **3. Consider recommending approval of purchase of 10 cars in 2026**

A recommendation is being considered to approve the purchase of 10 new golf carts in 2026. These would replace the aging brown carts currently in use, which frequently require new batteries and ongoing maintenance. While 60 carts are advertised for events, only about 54 are reliably able to complete 18 holes. Recent breakdowns have underscored the need for replacements with ongoing repairs taking up staff time, and costs adding up. The purchase

aligns with a long-term capital plan that begins in 2029, aiming to rotate carts out gradually rather than replacing all 60 at once. This staggered approach supports better cash flow management, especially in seasons impacted by poor weather.

Motion made by Board Member Lagergren, Second by Board Member Godfrey to approve recommendation of purchase of 10 golf carts in 2026. Voting Yea: Chair McDonald, Board Member Ryan, Board Member Lagergren, Board Member Godfrey, Board Member Jerulle

Motion made by Board Member Ryan, Second by Board Member Jerulle to adjourn the meeting at 7:55 AM. Voting Yea: Chair McDonald, Board Member Ryan, Board Member Lagergren, Board Member Godfrey, Board Member Jerulle

Respectfully submitted:

  
Kimberly Gibeau, City Clerk

**POKEGAMA GOLF COURSE BILL LIST - AUGUST 19, 2025**

**Department Summary Report**

*Item 2.*

<b>VENDOR NAME/INVOICE #</b>	<b>AMOUNT</b>
Burggraf's 406372-G	\$ 44.04
Burggraf's 406587-G	\$ 51.27
Burggraf's 407007-G	\$ 95.02
Burggraf's 407142-G	\$ 33.12
Burggraf's 407229-G	\$ 353.65
Burggraf's 407231-G	\$ (33.12)
Club Prophet INV3340736-G	\$ 993.70
Cole's 147446-G	\$ 239.31
Cole's 147653-G	\$ 69.97
Cole's 148549-G	\$ 119.66
Davis Oil 362423-G	\$ 560.62
Davis Oil 362424-G	\$ 805.91
Davis Oil 362485-G	\$ 468.50
Davis Oil 362546-G	\$ 340.60
Davis Oil 362547-G	\$ 577.40
Davis Oil 362695-G	\$ 313.31
Davis Oil 362696-G	\$ 316.50
Davis Oil 362808-G	\$ 775.45
Grand View Golf Cart Rental POK72425-G	\$ 800.00
Grand View Golf Cart Rental P061925-G	\$ 8,550.00
Infinity Graphix 10886-G	\$ 1,654.43
L&M GRR-02-10027761-G	\$ 51.26
L&M GRR-05-10029200-G	\$ 178.42
L&M GRR-06-10016665-G	\$ 106.86
L&M GRR-07-10022691-G	\$ 177.48
Lawson 9312675112-G	\$ 655.14
Martin's Snowplow 38966-G	\$ 282.08
Midway Repair 897035-G	\$ 170.95
MOR Golf 55790-G	\$ 380.73
MOR Golf 55816-G	\$ 35.49
MTI 1481825-01-G	\$ 132.22
MTI 1484839-00-G	\$ 487.20
MTI 1484849-00-G	\$ 396.77
MTI 1485118-00-G	\$ 195.40
MTI 1487123-00-G	\$ 693.74
MTI 1487397-00-G	\$ 268.05
MTI 1487397-01-G	\$ 123.67
MTI 1488020-00-G	\$ 1,390.66
MTI 1488021-00-G	\$ 22.59
MTI 1488127-00-G	\$ 1,043.73
MTI 1488635-00-G	\$ 642.61

**POKEGAMA GOLF COURSE BILL LIST - AUGUST 19, 2025**

Item 2.

**Department Summary Report**

Northern Lakes Window Cleaning 081225-G	\$	171.00
Northland Portables 31642-G	\$	138.94
Plaisted Companies 84911-G	\$	1,177.87
Range Servant SI-1001272-G	\$	348.50
Range Water 267619662-G	\$	159.00
Rick Rysavy 07-31-25-G	\$	335.00
Ross Golf Course Aug2025-G	\$	5,215.50
Ross Golf Course Sep2025-G	\$	5,215.50
Saiger's Steam Clean 19441-G	\$	458.71
Stokes 121523-G	\$	55.56
Stokes 121565-G	\$	52.36
Tessman S420263-IN-G	\$	811.40
Tessman S420315-IN-G	\$	1,397.39
Tessman S420516-IN-G	\$	174.06
Vestis 2630448780-G	\$	202.05

**TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 40,477.23**

**CHECKS ISSUED-PRIOR APPROVAL**

Thomas Beaudry Jun25/DueTo/ProShop-G	\$	3,314.65
Thomas Beaudry Jul25/DueTo/ProShop-G	\$	4,031.42

**TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 7,346.07**

**TOTAL ALL DEPARTMENTS: \$ 47,823.30**