

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
MEETING - STUDY SESSION**

Tuesday, October 17, 2017
7:00 PM



CALL TO ORDER at _____ P.M.

ROLL CALL: Kurt Heise____, Mark Clinton____, Chuck Curmi ____, Jerry Vorva____
Bob Doroshewitz ____, Jack Dempsey ____, Gary Heitman _____

A. APPROVAL OF AGENDA

Study Session - Tuesday, October 17, 2017

**B. PRESENTATION BY CITIZENS ADVISORY COUNCIL – Supervisor Heise
and Citizens Advisory Council Members**

**C. HILLTOP GOLF COURSE PRESENTATION – Billy Casper Golf
Representatives**

D. BUDGET DISCUSSION (If Necessary) – Supervisor Heise

E. PUBLIC COMMENTS AND QUESTIONS

F. ADJOURNMENT

PLEASE TAKE NOTE: The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office, 9955 N Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800-649-3777 (Michigan Relay Services)

**THE PUBLIC IS ENCOURAGED AND INVITED TO ATTEND ALL
BOARD OF TRUSTEE MEETINGS!**

**CHARTER TOWNSHIP OF PLYMOUTH
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**ITEM A
APPROVAL OF AGENDA**

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**ITEM B
CITIZENS ADVISORY COUNCIL
PRESENTATIONS**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: October 17, 2017

ITEM: Presentations by Citizens Advisory Council

PRESENTERS: Supervisor Heise, Citizens Advisory Council

BACKGROUND: Created in March of this year, the Citizens Advisory Council was empowered to provide ideas and suggestions to the Board of Trustees for improving Township operations, services and standards. The Citizens Advisory Council was comprised of five committees – Public Safety, Economic Development, Government Accountability, Arts, Recreation and Culture, and Environmental Stewardship. At tonight's meeting, representatives of each of the Council's committees will present to the Board their findings and recommendations.

PROPOSED MOTION: : None required; discussion only

Moved By _____ Seconded By _____

ROLL CALL:

___Vorva___ Curmi,___ Clinton, ___Heitman, ___Doroshewitz, ___Dempsey, ___Heise

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**ITEM C
HILLTOP GOLF COURSE
PRESENTATION**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: October 17

ITEM: Presentation and Discussion with Billy Casper Golf

PRESENTER: Supervisor Heise, Billy Casper Golf Representatives

BACKGROUND: Representatives of Billy Casper Golf will brief the Board of Trustees on current golf operations at Hilltop Golf Course and present their proposed list of capital improvements and other investments they believe are needed at the Golf Course for future operations.

PROPOSED MOTION: : None; discussion only

Moved By _____ Seconded By _____

ROLL CALL:

___Vorva___ Curmi, ___Clinton, ___Heitman, ___Doroshewitz, ___Dempsey, ___Heise



Hilltop Golf Course Capital Priority Summary

Prepared by Billy Casper Golf
October, 2017

Introduction

Per the request of Plymouth Township Leadership, this report will summarize the proposed capital needs for Hilltop Golf Course for the next four year time period (2018 – 2021).

As with any facility, ongoing capital investment at Hilltop will be critical to ensure long term viability of the asset, and will be needed to remain competitive in the local golf market. Billy Casper Golf recognizes that financial limitations exist. Hence, it is important to distinguish that some capital needs are essential to the ongoing operation of the facility in its current state, while other capital projects are optional and can serve to advance the asset's position in the market. Simply put, there are certain items that a golf facility needs in order to exist, and others projects that are elective.

In the needs category, Hilltop must have golf carts and maintenance equipment in order to function operationally. While the current carts and equipment are in working order, over the next few years cyclical replacement will be necessary.

Golf Carts

Currently, Hilltop owns 54 golf carts, which are each in their seventh season of operation. Hilltop also rents 15 carts annually at a cost of \$8,000 to supplement its fleet from May through August.

The typical utilization of golf carts ranges from 4-8 years, depending on a variety of factors. The golf carts are functional in their current state, but cyclical replacement will be necessary within the next few seasons.

Plymouth Township can elect to purchase these carts outright, or finance a purchase over a period of up to 72 months. As an alternative, Plymouth Township may elect to engage in a 60 or 72 month operating lease, which would yield lower annual payments, keeping costs down in the short term. Given the financial position of the facility, this might be the most attractive option.

The 2018-2021 capital summary assumes an operating lease option for estimated pricing (\$39,325 per year for a 60 month term, assuming 65 carts are leased). It should be noted that the golf carts would technically be an operating expense, rather than a capital expense, under this option.

Note – This pricing is an estimate – final costs will be dependent on a variety of factors including vendor selected, timing of the deal, and the residual value of the existing fleet. Further quotes must be secured to compare all options.



Beverage Cart

The beverage cart is a revenue center for the facility, serving snacks and drinks to golfers while out on the golf course. The current beverage cart is owned, and like the golf carts, is nearing the end of its useful life.

Plymouth Township can elect to purchase a beverage cart outright, or finance a purchase over a period up to 72 months. It may also be lumped together with the golf cart lease, with an operating lease again being an option. BCG is estimating an annual lease cost of \$3,400 per year, assuming a 60 month operating lease.



Maintenance Equipment

Functional maintenance equipment is a need for any golf operation, and Hilltop must consider cyclical replacement of several machines over the next four years, including greens mowers, fairways mowers, rough mowers, and bunker rakes. Prioritization of these units will depend ultimately on the longevity of each existing unit, and will be re-analyzed regularly. Further, proposed below are items that could enhance the facility's position and result in cost efficiencies over the long term.

Aerifier – Aerification is a necessary cultural practice to reduce compaction and remove thatch from putting greens and other playing surfaces. Currently the facility does not have a dedicated machine to aerify. This results in outsourcing of the aerification process at a cost of approximately \$4,000 to the facility each year.

Topdresser – In conjunction with aerifying, and to assist with reducing thatch on a periodic basis, a topdresser would enhance the Team's ability to provide high quality putting greens.

Verticutter – this unit will be added to mowers to cut vertically, again allowing for reduction of thatch layers on playing surfaces. This results in healthier turf and enhanced playing conditions.

Utility Vehicle – To be used everyday for multiple uses, including hauling, topdressing, blowing, cup cutting, debris removal, and general maintenance needs.

Utility Tractor with Loader attachment – Front end loader will allow for a number of projects, including tree removal, drainage, landscaping, and irrigation.



Cart Paths

Hilltop currently has approximately 11,000 linear feet of cart path, mostly present around tee and greens complexes. The existing cart paths need repair in several spots. Currently, the Team is patching the worst areas each year and can continue to do so, but eventually the paths will need to be fully re-paved, even if this is not in the next four year cycle. The Team has secured a quote for full re-paving of exiting paths at \$275,000.

Another option is to re-pave exiting paths, and add 3,000 linear feet of path to cover the areas that are most impacted by wet conditions following rain. This would allow Hilltop to permit golf cart usage more often, especially during the Spring months, resulting in increased revenues. This option is quoted at \$360,000.

A third option is to install continuous cart paths throughout the course, which would allow for cart use at all times, and a more enjoyable experience for guests. This option is quoted at \$560,000.



Tree Removal and Reduction

Like most golf courses throughout the Midwest, Hilltop has a number of trees that have been impacted by disease in recent years. This has resulted in an unprecedented need to remove dead trees and stumps, for both safety and aesthetics. Further, many of Hilltop's healthy trees have grown in stature and could be trimmed or removed to help enhance playability of a difficult golf course. This would improve pace of play and overall customer satisfaction.





Other Potential Long Term Opportunities

Tee Boxes – several tee boxes could be expanded to allow for healthier turf and improved playing conditions

Signage – Current signage for the golf course is dated and could be updated to improve overall image of facility

Entrance Drive – Consider working with County to pave the existing entrance road, or create an entrance from Ann Arbor Trail

Bunkers – Eventually cyclical replacement or removal of bunkers will be needed



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**ITEM D
BUDGET DISCUSSION**

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**ITEM E
PUBLIC COMMENTS AND QUESTIONS**

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**ITEM F
ADJOURNMENT**