



**TAKE NOTICE THAT A REGULAR MEETING
OF THE GOLF COURSE ADVISORY BOARD
OF THE CITY OF PHARR, TEXAS
WILL BE HELD AT CITY HALL, COMMISSIONERS' ROOM,
118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS
COMMENCING AT 5:30 PM ON
TUESDAY, FEBRUARY 4, 2025**

The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and city ordinances. The governing body may recess from day to day when it does not complete consideration of a particularly long subject as authorized by law.

1. CALL TO ORDER:

- A) Roll call and possible action on the excusing of any absent member.

2. ADMINISTRATIVE:

- A) Approval of minutes for December 3, 2024 - Regular Called Meeting
- B) Introduction of New Board Member(s)
- C) Status Report - Revenue and Expenditure Report for the month of December 2024
- D) Status Report - Golf Course, Pro Shop and Kitchen Operations
- E) Board Comments

3. ADJOURNMENT:

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's Office at 956-402-4100 Ext 1007 or FAX 956-475-3442 or Email cityclerksoffice@pharr-tx.gov for further information. Braille is not available.

AGENDA REGULAR MEETING
February 4, 2025

I, the undersigned authority, do hereby certify that the above notice of said Regular Meeting of the Golf Course Advisory Board of the City of Pharr was posted on the bulletin board at City Hall and on the City's web page at www.pharr-tx.gov. This Notice was posted on the 30th day of January 2025 at 1:00 p.m. and will remain posted continuously for at least 72 hours preceding the scheduled time of said Meeting, in compliance with Chapter 551 of the Government Code, Vernon's Texas Codes, Annotated (Open Meetings Act).



WITNESS MY HAND AND SEAL, this 30th day of January 2025


ALESSANDRA GARCIA, CPM
ASSISTANT CITY CLERK

I certify that the attached notice and agenda of items to be considered by the Golf Course Advisory Board was removed from the bulletin board of City Hall on the ____ day of _____, 20__ by,

Name: _____

Title: _____

**MINUTES
REGULAR CALLED MEETING
TIERRA DEL SOL GOLF CLUB ADVISORY BOARD
DECEMBER 3, 2024, AT 5:30 P.M.
118 S. CAGE BLVD., 2ND FLOOR, PHARR, TEXAS**

The Golf Club Advisory Board of the City of Pharr, Texas met Tuesday, December 3, 2024, at 5:30 p.m. and the following is the record of attendance.

MEMBERS PRESENT: Ricardo Medina
Rudy Martinez
Jorge Gonzalez
Jaime Villarreal
Myla Anderson
Michael Pacheco
Nyle Gruhn
Xavier Garcia

ABSENT MEMBERS: Michael Pacheco

STAFF PRESENT: Will Borowski, Golf Course Manager
Elva Guajardo, Administrative Assistant
Julio Zepeda, Mechanic

ITEM 1. CALL TO ORDER

A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER

Chairman Ricardo Medina called the meeting to order at 5:30 p.m. Roll call established a quorum.

Board Member Jorge Gonzalez moved to excuse absent board member. Board Member Myla Anderson seconded the motion and when put to a vote, it was carried unanimously.

ITEM 2. ADMINISTRATIVE

A) APPROVAL OF MINUTES FOR OCTOBER 1, 2024- REGULAR CALLED MEETING

Chairman Ricardo Medina introduced the item.

Nyle Gruhn moved to approve the minutes. Board Member Jorge Gonzalez

seconded the motion and when put to a vote, it was carried unanimously.

B) REVENUE AND EXPENDITURE REPORT THROUGH THE MONTH OF OCTOBER 2024

Chairman Ricardo Medina introduced the item.

Will Borowski, Golf Course Manager, went over the revenues and expenditures report through the month of October 2024, worksheet. He stated that as of October 2024, the revenues less expenditures were at \$16,879.31 for the 2024-2025 budget.

C) STATUS REPORT GOLF COURSE, PRO SHOP AND KITCHEN OPERATIONS

Chairman Ricardo Medina introduced the item.

Will Borowski, Golf Course Manager, provided a PowerPoint presentation that entailed: financial report, pictures of different holes from a year ago to present, and the fairway project. He then reported on the hiring of new part-time staff that would assist him in the kitchen operations. A brief discussion was held and the board commented they were very pleased with the condition of the current course.

D) BOARD COMMENTS

Chairman Ricardo Medina introduced the item. Board member Nyle Gruhn expressed that the maintenance facility is an eye sore with all the steel everywhere. Mr. Gruhn suggested that the City dispose of all the material. Staff explained that there was a protocol to dispense City property.

ITEM 3. ADJOURNMENT

There being no other business to come before the board, Board Nyle Gruhn moved to adjourn. Board Member Myla Anderson seconded the motion and when put to a vote, it was carried unanimously. Meeting adjourned at 6:11 p.m.

GOLF COURSE COMMITTEE

Ricardo Medina, Chairman

ATTEST:

Jorge Gonzalez, Vice-Chairman

**STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF PHARR**

ON THE 3rd OF DECEMBER, 2024, the Golf Club Advisory Board of the City of Pharr, Texas, convened in a Regular Called Meeting at City Hall, 2nd Floor, 118 S. Cage, the meeting being open to the public notice of the said meeting, giving the date, place and subject hereof, having been posted in accordance with chapter 551, Texas Government Code (Open Meeting Act) and there being a present quorum, **I Elva Guajardo, Parks and Recreation Administrative Assistant, of the City of Pharr, Texas**, certify that this is true and correct copy of the minutes.

ATTEST:

Elva Guajardo, Administrative Assistant

APPROVED DATE:_____



AGENDA MEMORANDUM



BOARD: TIERRA DEL SOL GOLF
COURSE ADVISORY BOARD

AGENDA ITEM #: 2.B.

DATE SUBMITTED: January 27, 2025

MEETING DATE: February 4, 2025

FROM: Elva Guajardo, Administrative
Assistant

DEPARTMENT: Parks

DIRECTOR: Sergio Alanis

Agenda Item: Introduction of new board member(s).

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Issue: Staff will be presenting the newly appointed board member(s).

Fiscal Consideration:

Staff Recommendation: N/A

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Elva Guajardo
Sergio Alanis

Created/Initiated - 01/27/2025
Final Approval - 01/29/2025



Revenue & Expenditure History Summary



FY 2023-2024	Revenue	Expenditures	Revenues Less Expenditures Monthly	Progressive Revenues Less Expenditures
October	\$95,189.14	\$102,467.42	-\$7,278.28	-\$7,278.28
November	\$96,027.29	\$131,251.70	-\$35,224.41	-\$42,502.69
December	\$113,769.33	\$154,538.17	-\$40,768.84	-\$83,271.53
January	\$95,771.78	\$93,631.92	\$2,139.86	-\$81,131.67
February	\$104,342.73	\$96,225.62	\$8,117.11	-\$73,014.56
March	\$123,590.66	\$286,588.08	-\$162,997.42	-\$236,011.98
April	\$121,966.76	\$98,116.81	\$23,849.95	-\$212,162.03
May	\$74,067.47	\$115,462.79	-\$41,395.32	-\$253,557.35
June	\$49,534.11	\$78,504.62	-\$28,970.51	-\$282,527.86
July	\$50,292.07	\$82,617.77	-\$32,325.70	-\$314,853.56
August	\$59,303.09	\$75,150.44	-\$15,847.35	-\$330,700.91
September	\$53,808.77	\$76,110.61	-\$22,301.84	-\$353,002.75
Totals	\$1,037,663.20	\$1,390,665.95	-\$353,002.75	



Revenue & Expenditure History Summary



FY 2024-2025	Revenue	Expenditures	Revenues Less Expenditures Monthly	Progressive Revenues Less Expenditures
October	\$99,844.19	\$82,964.88	\$16,879.31	\$16,879.31
November	\$117,788.40	\$108,318.62	\$9,469.78	\$26,349.09
December	\$89,016.66	\$91,268.82	-\$2,252.16	\$24,096.93
January				\$0.00
February				\$0.00
March				\$0.00
April				\$0.00
May				\$0.00
June				\$0.00
July				\$0.00
August				\$0.00
September				\$0.00
Totals	\$306,649.25	\$282,552.32	\$24,096.93	



Pharr, TX

Budget Report Account Summary

For Fiscal: 10/2024-9/2025 Period Ending: 12/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 75 - PHARR GOLF COURSE FUND							
Expense							
75-51000-1100-000	SALARIES	589,600.00	589,600.00	54,473.05	132,376.75	457,223.25	77.55 %
75-51000-1104-000	OVERTIME/WORK STUDY	10,500.00	10,500.00	907.83	2,741.67	7,758.33	73.89 %
75-51000-1105-000	F I C A	45,100.00	45,100.00	4,146.39	10,119.94	34,980.06	77.56 %
75-51000-1106-001	GOLF INSURANCE - UNITED HEALTH	118,100.00	118,100.00	2,184.90	6,358.06	111,741.94	94.62 %
75-51000-1107-000	ANNUAL WORK COMP INSURANCE	17,200.00	17,200.00	0.00	0.00	17,200.00	100.00 %
75-51000-1108-000	TEC TAXES	4,300.00	4,300.00	134.92	448.81	3,851.19	89.56 %
75-51000-1110-000	UNIFORMS	2,700.00	2,700.00	680.23	1,988.82	711.18	26.34 %
75-51000-1114-001	FRONTIER	15,400.00	15,400.00	825.00	2,258.67	13,141.33	85.33 %
75-51000-1115-000	EMPLOYEES RETIREMENT	58,700.00	58,700.00	5,715.91	14,092.69	44,607.31	75.99 %
75-51000-1122-000	EAP-ASSISTANCE PROGRAM	400.00	400.00	0.00	0.00	400.00	100.00 %
75-51000-1123-000	HEALTHIEST YOU	1,600.00	1,600.00	117.50	279.55	1,320.45	82.53 %
75-51000-2201-000	OFFICE SUPPLIES	1,600.00	1,600.00	119.97	119.97	1,480.03	92.50 %
75-51000-2202-000	POSTAGE	100.00	100.00	0.00	0.00	100.00	100.00 %
75-51000-2203-000	SMALL TOOLS	600.00	600.00	0.00	803.51	-203.51	-33.92 %
75-51000-2206-000	JANITORIAL SUPPLIES	7,500.00	7,500.00	2,589.07	2,589.07	4,910.93	65.48 %
75-51000-2207-000	CHEMICALS	29,900.00	24,900.00	1,777.73	7,512.49	17,387.51	69.83 %
75-51000-2208-000	OTHER OPERATING SUPPLIES	26,500.00	26,500.00	182.90	843.68	25,656.32	96.82 %
75-51000-2217-000	BEER FOR RE-SALE	15,600.00	15,600.00	2,265.11	4,408.73	11,191.27	71.74 %
75-51000-2218-000	SNACK BAR SUPPLIES	41,900.00	41,900.00	2,709.67	8,533.04	33,366.96	79.63 %
75-51000-2219-000	PRO SHOP RE-SALE ITEMS	30,800.00	30,800.00	2,385.13	22,177.94	8,622.06	27.99 %
75-51000-2220-000	NON-CAPITAL EQUIP & SUPPLIES	1,600.00	1,600.00	0.00	0.00	1,600.00	100.00 %
75-51000-3301-000	BUILDING MAINTENANCE	20,100.00	20,100.00	872.16	2,952.67	17,147.33	85.31 %
75-51000-3302-000	EQUIPMENT MAINTENANCE	27,200.00	27,200.00	281.55	6,798.13	20,401.87	75.01 %
75-51000-3305-000	IRRIGATION REPAIRS	26,900.00	21,900.00	1,761.99	3,600.99	18,299.01	83.56 %
75-51000-4401-000	OFFICE EQUIPMENT RENTALS	500.00	500.00	0.00	13.28	486.72	97.34 %
75-51000-4402-000	OTHER EQUIPMENT RENTALS	71,400.00	71,400.00	1,522.60	4,102.60	67,297.40	94.25 %
75-51000-5502-000	ADVERTISING	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00 %
75-51000-5503-000	TRAINING & TRAVEL	300.00	300.00	0.00	0.00	300.00	100.00 %
75-51000-5505-000	DUES & PUBLICATIONS	3,400.00	8,400.00	15.53	1,490.53	6,909.47	82.26 %
75-51000-5507-000	UTILITIES	10,100.00	10,100.00	449.08	2,873.27	7,226.73	71.55 %
75-51000-5507-001	ELECTRICITY	36,100.00	36,100.00	2,687.80	8,501.90	27,598.10	76.45 %
75-51000-5532-000	INSURANCE	17,800.00	17,800.00	0.00	0.00	17,800.00	100.00 %
75-51000-5535-000	BANK SERVICE CHARGES	25,700.00	25,700.00	2,462.80	6,378.67	19,321.33	75.18 %
75-51000-6601-000	GAS & OIL	100.00	10,100.00	0.00	4,045.69	6,054.31	59.94 %
75-51000-6603-000	CITY GARAGE REPAIRS	14,300.00	9,300.00	0.00	0.00	9,300.00	100.00 %
75-51000-7701-000	LEASE PURCHASE - PRINCIPAL	43,400.00	43,400.00	0.00	8,588.02	34,811.98	80.21 %
75-51000-7703-000	LEASE PURCHASE - INTEREST	3,400.00	3,400.00	0.00	580.70	2,819.30	82.92 %
75-51000-8805-000	SITE IMPROVEMENTS	244,100.00	244,100.00	0.00	0.00	244,100.00	100.00 %
Expense Total:		1,565,600.00	1,565,600.00	91,268.82	267,579.84	1,298,020.16	82.91 %
Fund: 75 - PHARR GOLF COURSE FUND Total:		1,565,600.00	1,565,600.00	91,268.82	267,579.84	1,298,020.16	82.91 %
Report Total:		1,565,600.00	1,565,600.00	91,268.82	267,579.84	1,298,020.16	82.91 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	Percent Remaining
					Favorable (Unfavorable)	
Fund: 75 - PHARR GOLF COURSE FUND						
Expense	1,565,600.00	1,565,600.00	91,268.82	267,579.84	1,298,020.16	82.91 %
Fund: 75 - PHARR GOLF COURSE FUND Total:	1,565,600.00	1,565,600.00	91,268.82	267,579.84	1,298,020.16	82.91 %
Report Total:	1,565,600.00	1,565,600.00	91,268.82	267,579.84	1,298,020.16	82.91 %

Tierra del Sol Golf Course
Daily Sales Detail Report

Total Club Sales (1)

From: 12/01/2024 - 12:00:00 am To: 12/31/2024 - 11:59:59 pm

Category:	Quantity	Gross Rev.	Total Cost	Net Rev.	Profit %	% of Business
<u>Department: Credit Book Setup</u>						
Tue Ladies League	3	67.00	0.00	67.00	100.00	0.08%
Wed Men's League	2	408.00	0.00	408.00	100.00	0.51%
Credit Book Setup Totals:	5	475.00	0.00	475.00	100.00	0.60%
<u>Department: Improvement Fund</u>						
IMPROVEMENT FUND	1332	1,332.00	0.00	1,332.00	100.00	1.67%
Improvement Fund Totals:	1332	1,332.00	0.00	1,332.00	100.00	1.67%
<u>Department: Memberships</u>						
3 MONTH SINGLE	7	4,200.00	0.00	4,200.00	100.00	5.28%
3 MONTH COUPLE	7	7,000.00	0.00	7,000.00	100.00	8.80%
9 Hole Punch Card (25)	1	375.00	0.00	375.00	100.00	0.47%
18 Hole Punch Card (25)	2	1,200.00	0.00	1,200.00	100.00	1.51%
1 Mo Single April-Dec	1	250.00	0.00	250.00	100.00	0.31%
18 Punch Card (10 Rounds)	3	720.00	0.00	720.00	100.00	0.91%
Memberships Totals:	21	13,745.00	0.00	13,745.00	100.00	17.28%
<u>Department: Snacks</u>						
Crackers	2	2.92	0.00	2.92	100.00	0.00%
Chips	16	32.00	0.00	32.00	100.00	0.04%
Snacks Totals:	18	34.92	0.00	34.92	100.00	0.04%
Tax:		2.95				
Total:		37.87				
<u>Department: Mexican Food</u>						
Burritos	19	52.63	0.00	52.63	100.00	0.07%
Fajito Tacos	2	6.10	0.00	6.10	100.00	0.01%
Mexican Food Totals:	21	58.73	0.00	58.73	100.00	0.07%
Tax:		4.87				
Total:		63.60				
<u>Department: Sandwiches</u>						
1/4 lb Black Angus	2	10.00	0.00	10.00	100.00	0.01%
Cold Sandwiches	26	89.58	28.08	61.50	68.65	0.08%
Club Sandwich	7	32.34	0.00	32.34	100.00	0.04%
Mario Plate of the Day	1	4.62	0.00	4.62	100.00	0.01%
Inmate Sandwiches	2	435.00	0.00	435.00	100.00	0.55%
Sandwiches Totals:	38	571.54	28.08	543.46	95.09	0.68%
Tax:		11.28				
Total:		582.82				
<u>Department: Breakfast</u>						
Breakfast Taco	130	264.54	85.80	178.74	67.57	0.22%
Breakfast Plate	1	7.00	0.00	7.00	100.00	0.01%
Breakfast Taco w/ beans	1	2.25	0.00	2.25	100.00	0.00%
Breakfast Taco w/ cheese	2	4.50	0.00	4.50	100.00	0.01%
Tacos after 11 AM	4	2.76	2.64	0.12	4.35	0.00%
Breakfast Totals:	138	281.05	88.44	192.61	68.53	0.24%
Tax:		21.35				
Total:		302.40				
<u>Department: Beverages</u>						
Bottled Water	84	155.40	6.72	148.68	95.68	0.19%
Mineral Water	1	1.85	0.00	1.85	100.00	0.00%
16 oz. Coffee	18	33.30	0.00	33.30	100.00	0.04%
12 oz. Coffee	3	5.55	0.00	5.55	100.00	0.01%

Tierra del Sol Golf Course
Daily Sales Detail Report

Total Club Sales (1)

From: 12/01/2024 - 12:00:00 am To: 12/31/2024 - 11:59:59 pm

Category:	Quantity	Gross Rev.	Total Cost	Net Rev.	Profit %	% of Business
<u>Department: Beverages</u>						
Beverages Totals:	106	196.10	6.72	189.38	96.57	0.24%
Tax:		15.28				
Total:		211.38				
<u>Department: Other</u>						
Scorecards	2	0.00	0.00	0.00	0.00	0.00%
Token Large Bucket	130	1,290.00	0.00	1,290.00	100.00	1.62%
Token Small Bucket	132	655.00	0.00	655.00	100.00	0.82%
Other Totals:	264	1,945.00	0.00	1,945.00	100.00	2.45%
<u>Department: Merchandise</u>						
BAG COVERS	8	144.14	49.60	94.54	65.59	0.12%
BAGS	2	294.76	270.50	24.26	8.23	0.03%
CAPS, MENS	8	152.51	129.08	23.43	15.36	0.03%
GLOVES	53	630.46	439.15	191.31	30.34	0.24%
GOLF BALLS	122	1,418.28	1,052.38	365.90	25.80	0.46%
HATS, LADIES	6	109.03	88.74	20.29	18.61	0.03%
MEN'S VEST	2	81.19	70.00	11.19	13.78	0.01%
MISCELLANEOUS	2	13.42	6.80	6.62	49.33	0.01%
SHIRTS, LADIES - Alpha	2	60.00	54.54	5.46	9.10	0.01%
SHIRTS, MENS	9	283.29	258.94	24.35	8.60	0.03%
SHOES, MENS	4	277.16	223.95	53.21	19.20	0.07%
SOCKS	1	9.24	7.50	1.74	18.83	0.00%
SPECIAL ORDER	1	650.00	525.64	124.36	19.13	0.16%
SUNGLASSES	3	42.72	36.50	6.22	14.56	0.01%
TEES	25	52.70	25.00	27.70	52.56	0.03%
TOWELS	3	30.96	32.07	(1.11)	(3.59)	(0.00)%
Merchandise Totals:	251	4,249.86	3,270.39	979.47	23.05	1.23%
Tax:		345.07				
Total:		4,594.93				
<u>Department: Food and Beverage</u>						
Beer & Wine	1819	5,431.21	2,035.71	3,395.50	62.52	4.27%
Food and Beverage Totals:	1819	5,431.21	2,035.71	3,395.50	62.52	4.27%
Tax:		448.84				
Total:		5,880.05				
<u>Department: Food and Beverage</u>						
Beverages	848	1,697.10	465.82	1,231.28	72.55	1.55%
Food and Beverage Totals:	848	1,697.10	465.82	1,231.28	72.55	1.55%
Tax:		138.49				
Total:		1,835.59				
<u>Department: Food and Beverage</u>						
Breakfast	677	1,317.09	595.17	721.92	54.81	0.91%
Food and Beverage Totals:	677	1,317.09	595.17	721.92	54.81	0.91%
Tax:		108.61				
Total:		1,425.70				
<u>Department: Food and Beverage</u>						
Mexican Food	51	237.34	45.46	191.88	80.85	0.24%
Food and Beverage Totals:	51	237.34	45.46	191.88	80.85	0.24%
Tax:		19.66				
Total:		257.00				
<u>Department: Food and Beverage</u>						
Sandwiches	171	813.60	141.88	671.72	82.56	0.84%

Tierra del Sol Golf Course Daily Sales Detail Report

Total Club Sales (1)

From: 12/01/2024 - 12:00:00 am To: 12/31/2024 - 11:59:59 pm

Category:	Quantity	Gross Rev.	Total Cost	Net Rev.	Profit %	% of Business
<u>Department: Food and Beverage</u>						
Food and Beverage Totals:	171	813.60	141.88	671.72	82.56	0.84%
Tax:		67.25				
Total:		880.85				
<u>Department: Food and Beverage</u>						
Snacks	260	570.40	120.55	449.85	78.87	0.57%
Food and Beverage Totals:	260	570.40	120.55	449.85	78.87	0.57%
Tax:		46.82				
Total:		617.22				
<u>Department: Credit Card Surcharge</u>						
Credit Card Surcharge	1702	1,469.60	0.00	1,469.60	100.00	1.85%
Credit Card Surcharge Totals:	1702	1,469.60	0.00	1,469.60	100.00	1.85%
Report Totals:		86,343.32	6,798.22	79,545.10	92.13	100.00%
Tax:		2,673.56				
Total:		89,016.88				
Cash	20,537.46	Amer Express		3,184.35		
Check	5,750.00	Discover		1,286.78		
Credit Book	963.39	Master Card		18,292.64		
Gift Certificate	(1,130.93)	Visa		40,133.19		
Credit Card	62,896.96					
Total:	89,016.88			62,896.96		



AGENDA MEMORANDUM



BOARD: TIERRA DEL SOL GOLF
COURSE ADVISORY BOARD

AGENDA ITEM #: 2.E.

DATE SUBMITTED: January 27, 2025

MEETING DATE: February 4, 2025

FROM: Elva Guajardo, Administrative
Assistant

DEPARTMENT: Parks

DIRECTOR: Sergio Alanis

Agenda Item: Board Comments

Classification: Regular

(* If closed session, City Attorney must review and approve.)

Issue: Board comments.

Fiscal Consideration:

Staff Recommendation: N/A

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Elva Guajardo
Sergio Alanis

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