



City of Longview

Recreation Office,
2920 Douglas
Longview, WA 98632

Minutes - Final

Mint Valley Golf Advisory Board

Wednesday, January 20, 2016

4:00 PM

Recreation Office, 2920 Douglas

1. Roll Call

Board Members Present: David Sathe, Chuck Bergquist, Arne Lund, Rick Parrish, Brenda Athey
Staff Members Present: Jennifer Wills, Scott Knapp, Nick Van

2016 Chair and Vice Chair Appointment

Arne made a motion to elect David Sathe as Chairperson and Rick Parrish as Co-Chair, Chuck seconded the nomination, and all were in favor.

2. Approval of Minutes

Arne made a motion to approve the minutes, Chuck seconded the motion, and all were in favor.

[MN 15-0300](#)

MINT VALLEY GOLF ADVISORY BOARD MINUTES 07.15.2015

Attachments: [MVGAC Minutes 07.15.2015](#)

3. Constituent Comments

There were no constituent comments.

4. Board Member Comments

There were no board member comments

5. Reports

5.A Golf Course Superintendent Report

Scott handed out a report with recent highlights that included updates on winter equipment repair, storm clean-up, tree planting, rebuilding tee blocks and pins, drainage, and leaf pick up.

Additionally, Scott informed the group that the maintenance crew would be working on replacing tee sign posts, adding grass eating carp to ponds, removing additional trees, finishing drain work on #2 green, and getting equipment ready for spring.

5.B Golf Course Manager Report

Nick handed out the 2016 Mint Valley Tournament Schedule. He also touched upon the private events that would be held during 2016 which is up from the amount in 2015. Nick is working with Donnie at the Racquet Complex to partner with Silver Sneakers Fitness Medicare Program which has the potential to allow access for more members.

Nick gave an overview of marketing tools used in 2015. Great savings coupons was inexpensive advertisement that was highly utilized while the more expensive advertisement from the Oregonian was not. Other options besides the Oregonian will be explored. Nick noted that there were 13 new winter pass holders this season.

5.C Director of Parks & Recreation Report

Jennifer gave an overview of the 2015 year-end report. She noted that pass sales were up over the previous two years but that rounds of golf for 9/18/par 3 holes were down. 2016 should focus on junior golfers, female golfers, and single round golfers. Jennifer said she would be working with Nick to provide a female golfing event. Additionally, Jennifer noted that the Recreation Division may partner with the Golf Course in August to provide a music event during the course's 40th year anniversary weekend.

[16-4186](#)

2015 Play & Revenue Qtr. 4

Attachments: [2015 Play & Rev Report Qtr 4.pdf](#)

5.C.1 Cart Storage Facility Update

Jennifer let the board know that the Cart Storage Facility construction was underway. She also stated that there are 17 individuals on the waitlist for the facility with 11 on the list being completely new to cart storage. This could indicate a potential of 10-17 new season passes this year. The Cart Storage Facility is planned to be complete by March in time for the season pass sales.

6. Old Business**7. New Business**

7.A Solution for Driving Range Fence Protection Discussion

Scott let the board know that ten leyland cypress trees have been planted along 42nd Avenue behind the driving range to deter errant balls. There was a discussion about Capital Improvement Projects that included additional netting and higher fences. Scott let the group know that this was something the City could do in the interim until another option might be available. Leyland cypress grow quickly and can be up to 50 feet tall. Due to the nature of their quick growth and ability to intertwine, the hope is that the trees will act as a screen. Scott will fertilize to aid in the growth of the trees. Jennifer asked the group about using different type of low flight balls. The group consensus was that the City already has the lowest flight ball that still allows for a real golf feel. The board stated that the minority of the few golfers, who can hit the balls outside of the range, should not affect the other golfers and the revenue that the range provides.

Rick made a motion to not explore other options for range balls, Chuck seconded the motion, and all members were in favor.

7.B Season Pass Payment Discussion

Jennifer and Nick brought three season pass options to the board. The three options included:

- 1) New Season Pass Holders: New season pass holders could purchase a season pass at any time and start playing immediately, not waiting until April 1st.*
- 2) Early Discount Pass Holder: Returning golfers could purchase their pass prior to March 1st and receive a 5% discount with the pass starting on April 1st*
- 3) Payment Plan Pass: New and returning golfers could pay half of the season pass now and the other half would be due July 1st. The pass would begin on April 1st for new and returning golfers and would not be eligible for the 5% early discount.*

Dave made a motion to recommend the season pass options to council, Brenda seconded the motion, and all members were in favor of the recommendation.

7.C 2016 Planning Discussion

Jennifer went over the draft Parks and Recreation Comprehensive Plan sections that pertained to the Golf Course. The board decided that although not in order by priority, Golf-6 Objective that states "Complete a facility infrastructure inventory to evaluate and identify capital improvement projects and create a timeline to plan priority of needs for upgrade and replacement" should be the first objective listed.

The board was asked to look at the recommended Capital Improvement Projects listed for Mint Valley and make recommendations as to what they felt were the priorities for the course. After reviewing and discussing the ten different projects submitted for recommendation, the board felt that the top priority for revenue generation should be a combination of raising the foundation on the pro shop to allow for a clubhouse deck extension. The board saw this option as a way to bring in new and outside events and participants allowing for additional revenue. The board understands the importance of both the reconstruction of the retaining wall on hole #17 and replacement of the irrigation system. The board sees both projects as a high priority for the longevity of the course and has directed staff to identify ways to implement these projects. The final priority would be to recommend the installation of an equipment wash station for the maintenance facility as there is a potential in the future, as stated by the superintendent, for this to be a requirement by law.

David made a motion to approve the recommendations and priorities as stated for implementation into the Capital Improvement Plan, Rick seconded the motion, and all members were in favor.

[16-4187](#)**Golf Course 6 Year Goals & Objectives**

Attachments: [Comprehensive Plan Golf Goals & Objectives.pdf](#)

[16-4188](#)

Golf Course Comprehensive Plan CIP

Attachments: [Golf Comprehensive Plan CIP 2015-2022.pdf](#)

8. Adjournment

The meeting adjourned at 5:40pm. The next meeting will be held at 4:00pm on April 20, at the Recreation Office.