



# City of Longview

Recreation Office,  
2920 Douglas  
Longview, WA 98632

## Minutes - Final

### Mint Valley Golf Advisory Board

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Wednesday, January 18, 2017

4:00 PM

Mint Valley Golf Course

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#### 1. Roll Call

*Board Members Present: Ken Pence, Chuck Bergquist, Dave Sathe, Rich Parrish*

*Absent: Brenda Athey*

*Staff Present: Jennifer Wills, Scott Knapp, Nick Van, Ken Botero*

#### 1A Election - Chair & Vice Chair

*Chuck made a motion to appoint Dave Sathe as the Chair and Rick Parrish as the Vice Chair, Ken seconded the motion, and all were in favor.*

#### 2. Approval of Minutes

*Chuck stated that a "g" needed to be added to his name in the minutes*

*Dave made a motion to approve the minutes as amended, Ken seconded, and all were in favor.*

[MN 17-0360](#)

**MVGAC Meeting Minutes 10.19.16**

**Attachments:** [Minutes10-Jan-2017-02-43-35](#)

#### 3. Constituent Comments

N/A

#### 4. Board Member Comments

*There was discussion about how the weather has been effecting play at the course and that all were hoping for a drier late winter and spring.*

#### 5. Reports

**5A Golf Course Superintendent Report**

*The grounds crew has been able to get a lot of winter maintenance on the equipment done during the wet periods when they were unable to get onto the course. Recently the course was able to get fully mowed in preparation of the sunnier drier weather. When the course was firm enough, sanding on fairways #6, #10, and #16 was able to occur and the players should see a noticeable difference. Hopefully in the spring more sanding will occur on the course and on the driving range. Scott and Jen were asked to find out how volunteers could be better utilized on the course and to find out the availability of said volunteers to help.*

*The group discussed removing sand bunkers on #8 and #14 as they are not in play and cost more to upkeep than it does to remove them and turn them into grass bunkers. Scott noted that around the course players will see work being done on the irrigation lines. There were some leaks they are trying to detect and get repaired this winter. They did move a sprinkler head on #13 which should help some of the excessive wet spots. Scott also updated the group that he has been working with the finance department and fleet services to hopefully purchase a roller, sprayer, and front loader out of the accumulated vehicle depreciation funds.*

**5B Golf Course Manager Report**

*Nick stated that Brenda and Dianne will be working to put on a tournament for both the 9 hole and 18 hole ladies. This would be a new tournament that has not been on the schedule but seems to fill a niche with the groups. Nick also let the board know that a bench is being purchased and is slated to be placed in the grassy area on the range for the recently passed Bob Kane.*

*Only seven winter passes were sold this winter, when we started to advertise for them the weather had already turned pretty poor in October. The proshop did bring in \$5,000 in gift certificate purchases this winter which is up from last year. Nick let everyone know that there would be a spring break camp for kids 7 - 15 years of age.*

**5C Director Report**

*Jen went over the 4th Quarter Play & Revenue Report with the board. She stated that golf is heavily dependent on weather, especially in the northwest. We were doing better overall through the 3rd quarter of the year but we were hit hard with our rounds of golf at the end of the year. Jen also provided the board with a 5 year ending fund balance cash history report. The group discussed the trends and where the course stands currently versus previous years. The board was hopefully and confident that 2017 would be a good year.*

[17-4679](#)**Qtr. 4 2016 Play & Revenue**

Attachments: [Qtr. 4 2016 Play & Revenue.pdf](#)

[17-4681](#)**MVGC Cash Report History**

Attachments: [MV GOLF CASH BALANCES 2010-2016.pdf](#)

**6. Old Business****6A Rate Resolution Update**

*Jen let the group know that the Council would be removing itself from setting rates at the golf course via resolutions. They understand the liquidity of the business and need to stay relevant with the demand and competitive in the market. Jen will work with Nick to come up with a financial policy for the Council to review as to how the City and the Manager will work together to provide and procure pricing.*

*Jen asked the board their opinion on season pass sales and pricing. The group voted to keep the pricing for the annuals the same as the year before and provide the 5% early bird special before March 1st, new pass holders could pay full price now and play now, new pass holders and new cart storage leasers could get 5% off of both, and there would be an option to pay half now with the remainder due on June 1. All members were in favor.*

**7. New Business****7A Review of Existing Bylaws**

*The only update to the By-Laws would be to ensure the correct number of board members is reflected in the By-Laws as they do not currently align. Jen will get those updated and moved forward for approval.*

[17-4680](#)

**MVGAC Bylaws**

**Attachments:** [MVGACBylaws.pdf](#)

**8. Adjournment**

*The meeting adjourned at 5:02 p.m. The next meeting will be held on Wednesday, April 19, 2017 at 4:00 p.m. at the Mint Valley Golf Course Club House.*