

CANYON BREEZE GOLF COURSE COMMITTEE

Meeting Minutes

August 20, 2012

I. Call to order

Craig Wright called to order the regular meeting of the **Canyon Breeze Golf Course Committee** at **6:00 P.M.** on **August 13, 2012** at the **Beaver City office**.

II. Attendees

The following persons were present: Councilman Craig Wright, City Manager Brent Blackner, Larry Monfredi, Natalie Monfredi, Betty Porter Gary Gillins, Chris Eyre, Marilee Eyre, Dayle Flanigan and Doug Sorensen.

III. Approval of minutes from last meeting

Minutes from the last meeting had not prepared by this meeting.

IV. Open issues

Green Fee Collection.

Councilman Wright informed the committee of the need to formulate and recommend any changes in the green fee collection and “split” of collected funds. Historically, the green fees collected at the course were split 70% to manager, 30% to City, and the City funds were deposited in the Golf Course Operation and Maintenance (O&M) account. The City would then add additional funds, typically \$10,000, to the O&M account. For several years, the season passes and punch passes were sold at the City Office. About two years ago the Council made the decision to allow the Course Manager to retain all fees collected, sell all passes at the Club House, and only fund the O&M account at \$10,000.

To facilitate the discussion, the members were given a short write-up of the fee collection history and three options to discuss. The group reviewed the options and deferred formulating any recommendation until the next meeting.

Course Manager Contract Renewal

City Manager Blackburn informed the group of his efforts in administering the current contract with Course Manger Erwig. The purpose of the discussion was to ultimately obtain a committee recommendation for the contract renewal or termination.

The Committee members gave their opinions and recommendations. Several members expressed a desire to invite the Course Manager to meet with the Committee and answer concerns before the Contract is either renewed or terminated. The Committee agreed to meet with manger Erwig at the next meeting.

Club Championship.

The Committee reviewed the items completed or still needing attention for the upcoming tournament. A few last-minute assignments were made.

V. Next Meeting

The next meeting is scheduled for 6:00 P.M. on Monday, September 17, 2012, at the City Office.

VI. Adjournment

Larry Monfredi adjourned the meeting at **7:15 P.M.**

Minutes submitted by: Doug Sorensen

Attachment A. Green Fee Options handout.

Attachment B: Priority Improvement List

Canyon Breeze Golf Course Committee

August 20, 2012

The Beaver City Council has requested a recommendation from the Golf Course Committee for any changes in the current policy for per-round greens fees and season passes that are collected and retained by the Golf Course Manager (the Manager). The current course manager concessionaire contract provides that the Manager will perform several maintenance tasks each year as well as provide a club house snack bar, cart rental and several other retail or service functions that, collectively, will provide the Manager with his annual compensation.

The current policy is that the manger will collect and retain all per-round and season pass fees. The City also has funded an Operation and Maintenance (O&M) account that is used to purchase certain course maintenance items, such as fertilizer, and pay course maintenance employee salaries. The intent is that the O&M account and the green fees will be used for course maintenance expenses. An emerging problem with the current policy is that the City has no leverage over the Course Manager in the event certain annual maintenance tasks are not completed or other contract terms and conditions are not met.

Until recently (2010) the City had a 70/30 split of green fees with the manager retaining 70% for maintenance and Manager's compensation; and the 30% being placed in the City O&M account. For a short time, season passes were sold at the City Office and the Manager was paid his 70% and the City placed the 30% in the O&M account.

Options

1. Retain current policy, Course Manger retains 100% or all greens fees collected.
2. Re-instate the 70/30 split. Manager will retain the 70% of fees collected and pay City the 30% share that will help fund the O&M account.
3. Re-instate the 70/30 split. City will again sell season and punch passes. Course manager will pay City the 30% collected from per-round greens fees sales. City will immediately use the 30% to help fund the O&M account. City will then pay course Manager his 70% share, in increments, as certain mandatory work is completed. (City will develop payout plan).

Attachment B

As of August 13, 2012, 2012

Priority listing:

1. Cart path extension. Doug and Dayle will measure paths and prepare for contractor bids. Completed and info given to City.
2. Geogrid (or similar material) for #7 track crossing with inmate crew labor.
3. Obtain and haul in Fill, fill in sprinkler "trenches" and level areas then seed. Start on #7, 3, 6.
4. Geogrid for path transitions from concrete to grass. Also fill in along edge of paths and seed.
5. Obtain and install bentgrass sod for practice green.
6. With inmate labor, purchase materials and start cart shed repairs and maintenance.
7. #8 fairway, reshape ditch, install landscaping fabric, and line with "river rock".

Club House

- New Club house. Or--
- Extensive remodeling and expansion of existing club house.

Paths and trails

- #6 Womens tee, add curved path extension to side of teeing ground.
- #8, extend concrete path to end of Womens teeing ground.
- #4, path to blue teeing ground and restrooms.
- #3, extensive tree trimming and possibly limited removal along track. DONE
- #7, geogrid material and/or relocate path at east end of track infield.

General items.

- #6, create practice green east of existing green.
- Paint and repair cart shed. Replace rotted railing, clean up slope in front of shed.
- Control weeds (pull or apply herbicide) around race track and other areas.
- Complete practice green by club house. Planted in May, 2012
- Improve cart path transitions. Use geocell or similar to eliminate muddy ruts.
- Initiate sprinkler line turf repair. Fill "trenches" created by new (*circa 2000*) sprinkler system.
- #1-9, remove dead trees and partially fill in and shape canal. Plant new trees as appropriate.
- #6, (by green) treat weeds along slope below track and plant ground cover or weed block fabric and gravel.

- #9, new sprinkler at dry area in front of green.
- (Old #3 from existing list) reset selected sprinklers on 3, 6 & 7 fairways.
- #3 teeing ground, add sod between tee and new path.
- Add good topsoil along newer paths to improve transition along path edge.
- #8 green, cut down berm between sand trap and green.

Items completed

1. Trees pruned or removed along #6 fairway and #3 adjacent to track (west of tee), and #7, tree in front of old storage shed by horse paddock area. Work completed by City crews during November 28 to December 2, 2011
2. Trees at #7 (old shed) pruned, 4 trees west of maintenance shed trimmed by Todd Myers. Several trees between #7 green and #8 tee trimmed by City and slash removed by Todd. (March 12, 2012)
3. Walk-thru gate and panels installed at #7, by drive-thru gate and large Siberian elm. Walk thru gate installed by #7 green. Gates have spring self-closers and only open toward to horse paddock area. (25 April, 2012 by Doug S. Dayle F.)
4. City to trim trees along #3 tee and #6 fairways. (Most trees already trimmed. City has also trimmed ash trees along bike path.)
5. Pipe installed in ditch between #8 & 9, May 4, 2012, Chris Eyre with prison crew.
6. New practice green raked, rolled and planted on May 21, 22, 2012, Dayle F, Doug S., Gary G. Covered with peat moss and rolled 2 east-west and north-south. Fertilized twice in July by Doug S.