

ALAMEDA GOLF COMMISSION
MINUTES OF REGULAR MEETING

Wednesday, July 18, 2007

1. CALL TO ORDER

Chair Bob Wood called the regular meeting to order at 6:30 p.m. in Room #360, Alameda City Hall, 2263 Santa Clara Avenue.

1-A. Roll Call

Roll call was taken and members present were: Commissioner Bill Delaney, Commissioner Betsy Gammell, Vice Chair Ray Gaul, and Secretary Jane Sullwold. Absent: Commissioner Bill Schmitz, Commissioner Sandré Swanson and Chair Bob Wood. Also present were Interim Golf General Manager Dale Lillard and Golf Superintendent Doug Poole.

1-B Approval of Minutes –Regular Meeting of June 20, 2007.

The Commission made the following corrections to the minutes:

Item 3-page 1-line 3-"the" should be "that".

Item 3-page 2-line 6-Should read "The report was sent out via email on May 24, 2007 and some of the Golf Commissioners did in fact receive the information although Secretary Sullwold did not receive it."

Item 3-page 2-line 35-"analysis" should be "analyze".

Item 3-page 2-line 46-"it" needs to be added between department and is.

Item 5-A-page 3-line 1-"pre installation" should be "pre-installation".

Item 5-A-page 3-line 1-"for" should be "of".

Item 5-A-page 3-line 17-"a" should be "at".

Item 5-A-page 3-line 19-"know" should be "known".

Item 5-A-page 3-line 31-"day" should be "days".

1-C Adoption of Agenda

The Commission adopted the agenda unanimously.

2. ORAL COMMUNICATIONS

3. COMMISSION COMMUNICATIONS

No tape transmission available.

4. AGENDA ITEMS:

4-A Clubhouse Project

The Interim General Manager handed out a matrix outlining the following proposed Chuck Corica Clubhouse Options:

1. Do nothing until the capital account has sufficient funds to pay for a new facility.
2. Make Cosmetic improvements to the existing facility and construct minor kitchen improvements. Cost estimate \$275,000.
3. Construct a temporary banquet facility, upgrade the existing kitchen facilities and make cosmetic improvements to the existing facility. A concrete foundation would need to be built; electrical, plumbing and gas service would need to be installed to the tent structure to accommodate power, heat and running water. Cost estimate \$1,850,000 to \$2,350,000.
4. Develop and build new clubhouse facility of 11,500 square feet: a 4,500-square-foot restaurant, 4,500-square-foot banquet room, and a 2,500-square-foot clubhouse/pro shop using the capital account and a bank loan or other funding source for the remaining funds needed. Cost estimate \$5,500,000.
5. Construct a modular building banquet facility including kitchen, foundation, water, electrical, plumbing and gas to be included. Cost estimate \$1,750,000 to \$2,000,000.
6. Convert the existing clubhouse space to enlarge and modernize the Food Service capabilities of the City of Alameda's Golf Complex. Cost estimate is unknown. (Two proposed alternative schemes prepared by Chair Wood)

After discussion the Golf Commission agreed to concentrate on options 5 and 6. The motion was made to invest \$3,000 to \$5,000 to have a cost estimate report done for option 6. The Golf Commission approved the motion unanimously.

5. ORAL REPORTS

5-A Golf Shop and Driving Range activities report by Golf Services Manager Matt Plumlee.

The Interim General Manager reported that the Pro Shop staff is gearing up for the annual "Demo Day" to be held on July 21, 2007. The event will host nine major golf club vendors including the Cleveland Golf Tour Van. The East Bay Junior Golf Championship, one of Northern California's premier junior events will be held at the Chuck Corica Golf Complex on July 23rd and 24th. Staff is working with Integrated Business Systems (IBS) to set up the online tee time reservation system through the Internet and it should be operational soon. The Driving Range ball dispenser machines are now operating electronically through the E-Range system and no cash is accepted at the machine. Customers now pay at the Driving Range Pro Shop and are given a six-digit number to enter at the machine and the balls are then dispensed. The range cards have been replaced by an E-Key, which keeps track of the balance of funds on the customers account and is scanned at the ball machine to deduct the proper amount of the transaction selected.

5-B Beautification Program by Mrs. Norma Arnerich.

No Report.

6. COMMISSIONERS' REPORTS

6-A Marketing and Promotions, Commissioner Gammell.

No tape transmission available.

6-B Golf Complex Financial Report, Vice Chair Gaul.

No tape transmission available.

6-C New Clubhouse Project, Commissioner Schmitz.

No tape transmission available.

6-D Maintenance, Buildings, Security, Albright Course and Driving Range, Secretary Sullwold.

No tape transmission available.

6-E City Council and Government Liaison, Commissioner Swanson.

No Report.

6-F Front Entrance Beautification Project, Chair Wood.

No tape transmission available.

6-G Golf Complex 80th Anniversary, Commissioner Delaney

No tape transmission available.

6-H Golf Complex Restaurant Report, Jim's on the Course.

No tape transmission available.

7. ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

No tape transmission available.

8. OLD BUSINESS

No tape transmission available.

9. WRITTEN COMMUNICATIONS

Included in the Commission packet was a memorandum to the Finance Department showing the surcharge payment for June 2007 of \$16,289. The year-to-date total to the General Fund is \$151,527 for the fiscal year 2006/2007.

10. ITEMS FOR NEXT MEETINGS AGENDA

11. ANNOUNCEMENTS/ADJOURNMENT

The Meeting was adjourned at 7:54 PM.

The agenda for the meeting was posted 72 hours in advance in accordance with the Brown Act.