

**ALAMEDA GOLF COMMISSION
MINUTES OF REGULAR MEETING**

Tuesday, March 12, 2013

1 CALL TO ORDER

Chair Jane Sullwold called the regular meeting to order at approximately 6:30 p.m. at the Chuck Corica Golf Complex, Ladies Lounge, 1Clubhouse Memorial Road, Alameda, CA 94502

1-A ROLL CALL

Present: Chair Jane Sullwold, Commissioner Ray Gaul, Vice Chair Bill Schmitz, and Commissioner Tim Scates

Absent: Commissioner Jeff Wood

Staff: General Manager John Vest

Also Present: Amy Wooldridge, Parks and Recreation Director

1-B APPROVAL OF MINUTES

The minutes of the regular meeting of February 12, 2013, were approved unanimously as corrected.

1-C ADOPTION OF AGENDA

The Commission unanimously adopted the agenda.

2 ORAL COMMUNICATIONS

None

3 COMMISSION COMMUNICATIONS

Chair Sullwold stated that Rees Jones, Greenway's golf course architect, will be in town on April 3 to present preliminary plans for renovation of the Jack Clark South course. The Golf Commission meeting for the month of April will be a special one, to be held on Wednesday, April 3 at Washington Park.

4 WRITTEN/ORAL REPORTS

4-A Facility report by John Vest

John Vest stated that rounds and revenue were down in February from the prior year. Revenue was down about \$10,000.

The new website (alamedagolf.com) is up and running; the online store will be the last piece to be added. There is a construction tab that will be updated on a regular basis. Regarding the Rees Jones appearance, there will be an email blast in addition to information on the website and Facebook. Chair Sullwold stated that she would prepare the agenda for the special meeting and forward it to Mr. Vest.

The painting of the parking lot stripes has been completed, and there will be some patching done to fill in some of the holes that have become trip hazards. The parking lot will eventually have to be repaved.

Signs are being put up to alert the public about the closure of the driving range on March 25th. The only potential hold up is passage of a waiver to the Bay Friendly Landscaping Ordinance to allow planting of the grasses that Greenway proposes. That matter is on the City Council consent calendar on March 19. It is anticipated that the range will be closed six to seven weeks.

Light topdressing was done on the Fry course yesterday and today. Maintenance is continuing to alternate top dressing on the courses on a monthly basis.

Chair Sullwold asked Mr. Vest if he had looked into the dead landscaping around the pump station at the entrance to the Golf Complex. Mr. Vest said he would contact the City right away.

Fun Fridays have really taken off, with giveaways in the golf shop, and Wacky Wednesdays is still going strong. The Facebook page is very active with pictures being added on a regular basis. The shop is also posting pictures right away of anyone making a hole in one. The Feed the Pig and Bingo games have been well-received.

4-B Beautification Program and Junior Golf Club by Mrs. Norma Arnerich

Chair Sullwold asked if there were plans to refinish the memorial benches, and John Vest stated that they are still going to look for another type of bench.

4-D Golf Complex Restaurant Report, Jim's on the Course

None

5 AGENDA ITEMS

5-A Discussion about the future role of the Golf Commission with Parks and Recreation Director Amy Wooldridge

Amy Wooldridge asked the Golf Commission what their thoughts were regarding this issue. Commissioner Scates asked about the roll of Dave Sams, the City's consultant. Ms. Wooldridge stated Mr. Sams will be acting as the City's project manager, checking on the progress of the renovations, and reporting to Ms.

Wooldridge. Mr. Sams' consultant fee of \$67,500 over the five-year construction period will be paid from the Golf Enterprise Fund.,

Commissioner Scates asked about the milestones in the lease agreement and if any of these had been met as yet. Ms. Wooldridge stated that she is working directly with Greenway regarding these milestones. She believes that some of the milestones in the lease were somewhat arbitrary, and not necessarily realistic, especially regarding the bird study, as there are certain times when the birds are nesting. She then stated that Greenway tried very hard to meet its deadlines, but was delayed as a result of a series of problems on the City's side that she hopes have been resolved. Ms. Wooldridge included Marc Logan in a Design Review meeting with several of the City departments last month to make Greenway aware of the City's needs and the appropriate document formats of certain required submissions, so that the permitting process will run more smoothly in the future. She emphasized that the City considers the Golf Complex renovations to be a top priority project. She will be going to City Council next week to request a waiver from the Bay Friendly Landscape Ordinance for the type of grass that Greenway wants to use.

Commissioner Scates stated that he believes that the Commission should be responsible for looking at the lease, and that the consultant should meet with them occasionally for updates. Ms. Wooldridge doesn't feel that Mr. Sams is the right person to be making reports to the Golf Commission based on his job description. Those reports should rightly come from her. In response to a question from Vice Chair Schmitz, she stated that Mr. Sams was simply an intermediary between Greenway and herself, and that the City remains responsible for final approvals of Greenway's renovations. She agreed to meet periodically with the Golf Commission, and will be happy to respond to email questions in between those meetings.

Chair Sullwold believes that rounds and revenue information should continue to be provided by Greenway. Amy Wooldridge agreed, but stated that Greenway is a private company and is not required to provide detailed financial reports to the City and the Commission, at least during the construction period when Greenway is obligated only to make minimum annual lease payments, not payments based on a percentage of revenue.

Norma Arnerich asked about whether the balance in the Golf Enterprise Fund will be sufficient to make the required \$1,000,000 City contribution to the construction project. Ms. Wooldridge said the City has projected that the Fund will be short by about \$350,000 by the time the payment is due. Most likely the shortfall will be covered by the Recreation Fund, to be repaid by golf revenues after construction is complete, but those arrangements will have to be finalized by City Council.

Ms. Wooldridge said that she believes the Golf Commission continues to have an important role as liaison between golfers and the City. The only real difference now is that the Commission is not reviewing detailed financial reports, but is still receiving basic rounds and revenue information from Greenway on a monthly basis. The Commission thanked Ms. Woolridge for attending this meeting.

5-B Status Report on Golf Complex Renovations, including Golf Commission recommendations, if any.

See above.

5-B Update on Golf Complex Finances

None. It was agreed that this item will be left off future regular agendas.

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

There was a general discussion about the future of the Golf Commission, which does not appear to be at risk of being disbanded. Vice Chair Schmitz stated that the Commission members should start recruiting applicants for the two, possibly three, positions that will become open as terms expire in June 2013.

7. OLD BUSINESS

None

8. WRITTEN COMMUNICATIONS

None

9. ITEMS FOR NEXT MEETING'S AGENDA

The next meeting will be the special meeting with Rees Jones on Wednesday, April 3, at 6:00 p.m. The regular meeting on April 9 will be cancelled. The agenda for the May meeting will be:

- Status Report on Golf Complex renovations, including Golf Commission recommendations, if any

10. ANNOUNCEMENTS/ADJOURNMENT

The meeting was adjourned at approximately 7:26 p.m.

The agenda for the meeting was posted seven days in advance in compliance with the Alameda Sunshine Ordinance, which also complies with the 72-hour requirement of the Brown Act.