

ALAMEDA GOLF COMMISSION
MINUTES OF MEETING

Wednesday, November 15, 2006

1. CALL TO ORDER

Chair Betsy Gammell called the meeting to order at 5:30 p.m. at the Chuck Corica Golf Complex in the Ladies Lounge.

1-A. Roll Call

Roll call was taken and members present were: Chair Betsy Gammell, Secretary Ray Gaul, Commissioner Bill Schmitz, Commissioner Jane Sullwold and Vice Chair Bob Wood. Absent: Commissioner Sandré Swanson. Also present were General Manager Dana Banke and Head Golf Professional Matt Plumlee.

1-B Approval of Minutes - Regular Meeting of October 18, 2006.

Vice Chair Wood changed the following statement in Item 3-C, line 14:
It has been determined that a structure 40 ft by 80 ft with the lowest point being 8 ft, would accommodate 200 people at a sit down dining event. Item 3-B was corrected to reflect the name of the new tees as the Family Tees.

The Commission approved the minutes unanimously with the aforementioned additions.

1-C Adoption of Agenda

The Commission adopted the agenda unanimously.

2. ORAL COMMUNICATIONS

3. AGENDA ITEMS:

3-A Election for Golf Commission Board Positions for 2007. (Action Item)

The Nominations for Golf Commission Board positions for 2007 were as follows:

Chair: Bob Wood
Vice Chair: Ray Gaul
Secretary: Jane Sullwold

The Golf Commission elected the nominees unanimously.

3-B Discussion on Special Joint Meeting with Alameda City Council.

The General Manager reported that at the last workshop meeting the decision was made that Vice Chair Wood and the General Manager would work on a Power Point presentation for the Joint meeting with City Council. The presentation will include a 10-year historical financial document. Also discussed was the need to put together a joint statement from the Golf Commission to the City Council referencing the contributions the Golf Fund makes to the City of Alameda's General Fund and the need to retain these funds for improvements and repairs at the Golf Complex. The General Manager is working on the cost estimates for the sprung or tent structure banquet facility. The two areas being proposed for the structure are the grass area between the restaurant and the Driving Range and the handicap parking area adjacent to the clubhouse building. It was suggested by Dorene Soto that the General Manager meet with Mike Smalley of DMS, a landscape architectural and site-planning firm in San Francisco. The General Manager, Vice Chair Wood and Ms. Soto met with Mr. Smalley yesterday and asked him to put together a scope of work and cost estimates for the two areas being looked at. He was also asked to include landscaping for the courtyard area in front of the clubhouse and restaurant. At the last work session the request was made to have the General Manager put together a priority list of Capital Improvement Projects (CIP's). He handed out the CIP priority list from 2001. The list read as follows: 1) Amenity Projects, 2) Clubhouse Remodel, 3) Redesign The Norma Arnerich Teaching Academy, 4) Golf Complex Golf Cart Path Improvement And Renovation, 5) Golf Complex Entry Remodel Project, 6) #9 Jack Clark Course Green Renovation, 7) Driving Range Short Game Practice Area, 8) Renovation Of Practice Greens, 9) Renovation Of Lakes 6th & 9th Holes Earl Fry 8th Hole Jack Clark, 10) Renovate And Repair Existing Interior Maintenance Roads And Bridges, 11) Replacement Of The Jack Clark Irrigation Pump, 12) Replacement Of The Jack Clark Irrigation System, 13) Driving Range Synthetic Turf And Netting Replacement. The items on the list that are approved by City Council in the 2006-2008 budget cycle are numbers 1, 2, 4, 6, 10 12 and 13 although the only projects funded are the Clubhouse Remodel Project and Storm Drain upgrades. The Amenity Project CIP, which in the past has been used to fund in house projects and improvements, has been discontinued and the funds placed in the maintenance department's expenditures. Item #7 the Driving Range Short Game Practice Area was completed in house last year. In 2003 it was decided to pool various projects into the Clubhouse Remodel Project. Those projects were the Redesign The Norma Arnerich Teaching Academy, Golf Complex Golf Cart Path Improvement And Renovation, Golf Complex Entry Remodel Project and the #9 Jack Clark Course Green Renovation. The design work for the teaching academy was done a few years back changing the interior from three bays to one or two. Renovation Of Lakes 6th & 9th Holes Earl Fry 8th Hole Jack Clark falls under the Public Works Department's Storm Water Run Off Project. The Clubhouse Remodel Project is funded only if the Golf Complex can provide the funding to complete the project. The Storm Drain Upgrades Project which would include the Renovation Of Lakes 6th & 9th Holes Earl Fry 8th Hole Jack Clark is funded through the Public Works Department and funds for that project have been transferred from the Golf Enterprise Account yearly since fiscal year 2001/2002. The firm of Moffett & Nichols did a report concerning the renovation of the lakes and sloughs at the Golf Complex and they also did a report for the drainage improvements at Godfrey Park, which is adjacent to the Golf Complex. The Godfrey Park renovations are scheduled for this fiscal year and it would be a good time to try and get the Golf Complex storm drain project started. The Golf Commission

suggested that an attempt be made to move the process along and try to get the project started. The General Manager went on to review the CIP's that the Golf Commissioners have discussed. Those projects are the Banquet Center and Clubhouse Improvements Project, 10 Year Sand Cap Project, Parking Lot Slurry Coat and Improvements Project, Earl Fry Snack Shack Improvement Project, Earl Fry Pump Upgrade Project, Jack Clark Course Renovation Project, Earl Fry Course Renovation Project, Mif Albright Course Renovation Project, Teaching Academy Renovation Project, Golf Course Entrance Beautification Project and the Replacement of the Earl Fry Course #8 Tee Cart Path. The projects are not in prioritized order. The 10 year sand cap to improve drainage will cost approximately \$45,000 per year per golf course. The Earl Fry Snack Shack Improvement Project does not include the bathrooms. Vice Chair Wood mentioned that there is a problem with the sewer line running from the restrooms at #9 of the Earl Fry Course. It appears that the line runs uphill to a man hole and the only way to correct the problem is to dig it up and redo it although there are some electrical lines in the area which makes it difficult. The General Manager stated that the problem affects the snack shack but not the restrooms so much. The General Manager said that the plan for the ladies restroom is to get new toilets and see if that corrects the problem with the water pressure prior to tearing up the sewer lines. The General Manager reported that the Earl Fry Pump Upgrade Project could most likely be paid for through the maintenance department expenditure budget. The General Manager stated that the list was only a draft and no priority has been set. The list will be completed after discussion and additions from the Golf Commission. The Golf Commissioners requested that all of the financial projection reports be done one month prior to the Joint Meeting with City Council to ensure that they have all of the information concerning finances to know how much money is available to better prioritize the improvement projects and request reductions in the General Fund contributions. The reports include the financial projections being prepared by John Ritchie, CPA and the report being prepared by Keyser-Marston Associates to project the revenue that could possibly be gained by building a permanent banquet facility and what cost for construction could be justified. The General Manager will contact John Ritchie, CPA and Keyser-Marston to request the reports be completed by early December. The Golf Complex needs to know how much money is available to build a new clubhouse in part or whole to report to City Council. Should there be no stability to take on any debt the Clubhouse Project will need to be reevaluated and the report to City Council will need to reflect that point. The Golf Commission may need to suggest that the Clubhouse Project be dropped and the Golf Complex begin looking at other improvements that it can afford. It may still be possible to build the clubhouse should the Keyser-Marston report be positive and the City be agreeable to reducing the General Fund contributions. The Golf Commission agreed that another work session should be scheduled before the next Regular Golf Commission meeting. Vice Chair Wood has been working on the Power Point presentation and would like the Golf Commissioners input on it at the next Work Session. He is including historical data in the presentation as well as current issues. The suggestion was made to have the City Council Members not familiar with the Golf Complex come out and take a tour to get a better understanding of the operation. The next Work Session will be on November 29, 2006 at 3:00 pm.

4. ORAL REPORTS

4-A Golf Shop and Driving Range activities report by Head Golf Professional Matt Plumlee.

The Head Golf Professional reported that the Jack Clark Invitational will be held on November 20, 2006 at the Golf Complex. The staff has been restructured for the winter months and Mike Grant will now be working at the Driving Range. Also reported was that we are seeing players coming to the Complex from Chabot Golf Links since the closure of that facility.

4-B General Manager Dana Banke's report highlighting maintenance and operational activities for the month at the Golf Complex.

The General Manager reported that he is looking into getting new tee signs for the Mif Albright Golf Course. The scorecard for the Mif Albright Course has already been changed to reflect the correct yardage. The General Manager contacted Alameda Power & Telecom to request a bucket truck to paint the flagpole in front of the clubhouse. The advertising for the AT&T Pro Am on the golf carts at the Complex will now be on both golf courses and the payment will be \$8,000. The maintenance equipment lease will go to City Council on November 21, 2006 for approval. All of the equipment being leased is John Deere.

4-D Beautification Program by Mrs. Norma Arnerich.

Mrs. Wendling reported that two tree plantings were done recently. There will be no more ceremonies until next year.

5. COMMISSIONERS' REPORTS

5-A Marketing and Promotions, Chair Gammell.

Nothing to report.

5-B Golf Complex Financial Report, Secretary Gaul.

Secretary Gaul reported the revenue for golf on all three courses for October 2006 versus October 2005 was down 10.5% and rounds of golf were down 7.5%. The fiscal year to date revenue for golf was down 6.5% and rounds were down 7%. The Mif Albright Course revenue was down 29% from last year and down 28% for the fiscal year. All other concessions excluding golf were down 5.5% for the month and up .06% for the fiscal year. Total revenue for the Golf Complex was down 8.5% for the month of October 2006 versus October 2005 and down 3.5% for fiscal year 2006/2007.

5-C New Clubhouse Project, Commissioner Schmitz.

Report previously covered.

- 5-D Maintenance, Buildings, Security, Albright Course and Driving Range, Commissioner Sullwold.

Commissioner Sullwold reported that the new ball washers have been installed and look great. The suggestion was made to have benches on all of the par 3 holes due to the waiting time. Commissioner Sullwold suggested that a cart path be installed in front of the lake on #8 of the Jack Clark Course to enable patrons to drive their carts to the teeing area.

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

No report given.

- 5-F Front Entrance Beautification Project, Vice Chair Wood.

Report previously covered.

- 5-G Golf Complex Restaurant Report, Jim's on the Course.

Owner Tom Geanekos mentioned that he is always appreciative of any suggestions the Golf Commission may have and thanked them for their support.

6. ORAL COMMUNICATIONS, NON AGENDA (Public Comment)

None.

7. OLD BUSINESS

None.

8. WRITTEN COMMUNICATIONS

Included in the Commission packet was a memorandum to the Finance Department showing the surcharge payment for October 2006 of \$12,742. The year-to-date total to the General Fund is \$61,232 for the fiscal year 2006/2007.

9. ANNOUNCEMENTS/ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

The agenda for the special meeting was posted 24 hours in advance in accordance with the Brown Act.