

Minutes of the Golf Advisory Board
January 4, 2010
Golf Department Maintenance Shop

Chairman Conzemius called the meeting to order at 5:35 pm. Board members present were J. Knox, B. Olander, B. Conzemius, R. Schoessler, C. Hayn. C. Smith joined the meeting later. K. Tobin was absent. Also attending were Commissioner J. Goodman, Superintendent D. Heymans, Manager T. Surdez and Director T. Farnsworth.

Conzemius welcomed new board member Carin Doyle Hayn. Motion by R. Schoessler/second by J. Knox to approve the minutes of the December board meeting. Motion carried.

Motion by J. Knox/second by B. Olander to approve the agenda. Motion carried.

Staff reports were given by Superintendent Heymans, Manager Surdez and Director Farnsworth. 2010 memberships are selling at City hall with many choosing the six month EFT payment plan.

Old Business

Staff updated the board on progress of the clubhouse remodel project. Notes of the December 22 meeting of the architect with contractors was reviewed by the board. Despite the snow levels and cold, the May 1 completion date is still achievable. Interior wall and plumbing drains in the floor are being installed. Preparations are being made to heat the building for the interior work. Board members were invited to attend these weekly briefings held in the temporary office facility east of the clubhouse. The next weekly briefing will be January 6th.

Staff reviewed the revenues to date received for the project. Total from all sources through 12/31/09 are \$145,424 with private contributions at \$39,200. The year end letters to those making pledges to the project is helping with many individuals setting up their EFT payment plans.

Staff reviewed the project expenditure report. Total project expenditures were estimated at \$583,000 with a \$22,846 contingency fund. Additional items for the project still needed are estimated at \$47,252.00 This includes 45 additional lockers for the locker room area, replacing the used tables and chairs, stools for the snack bar, a donor recognition board for entryway, sign for front of building, and landscaping around the building.

The board discussed the need for a recording secretary. Farnsworth offered to take minutes until a secretary was named. The board tabled the discussion until the February meeting.

Staff continues to work on upgrading the phone system and computers for the clubhouse.

New Business

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There were no updates from the HLGA and OMGA given.

The board revisited the advertising concept for new scorecards and tee boxes on the course discussed at the December meeting. A request for proposals was sent to all local printing companies to inquire of their interest in printing, selling advertising for the scorecards and contributing funds to the clubhouse project fund. The scorecards would be no cost to the City. Two vendors expressed interest in the opportunity and their proposals were reviewed by the board. The board also discussed the offer by the Bench Craft Company of Oregon to produce tee signs for the course, sell advertising for the signs, install the new signs and give Hillsview free course guide books which could be sold to customers with revenues going to the clubhouse project fund. Following discussion and a review of the proposals, a motion was made by B. Olander/second by R. Schoessler to recommend the City offer the scorecard advertising project to Merriman Printing for a three year period. Merriman to return to the clubhouse project fund \$1,000.00 each year and to recommend the City offer the tee sign advertising project to Bench Craft company of Oregon for a five year period with Bench Craft returning to Hillsview free course guide books to be sold to customers with revenue going to the clubhouse project fund. Motion carried. Farnsworth will report recommendations to the Administrator and Mayor.

The board discussed revising and updating the bylaws of the golf board. Chairman Conzemius encouraged everyone to review the bylaws, suggested revisions and the issue will be discussed at the February board meeting.

Next golf advisory board meeting will be held Monday, February 1.

Meeting adjourned at 6:35 pm.

Respectfully submitted,

Tom Farnsworth, Director
Parks and Recreation