



City of Longview

1525 Broadway
Longview, WA 98632
www.ci.longview.wa.us

Agenda

Mint Valley Golf Advisory Board

Wednesday, April 24, 2019

3:30 PM

Recreation Office, 2920 Douglas

1. **ROLL CALL**

2. **APPROVAL OF MINUTES**

19-000122 MVGAB Minutes 01.16.19

3. **CONSTITUENT COMMENTS**

4. **BOARD MEMBER COMMENTS**

5. **REPORTS**

19-000128 Golf Maintenance Superintendent-Report

19-000129 Proshop Manager Report

19-000130 Golf Director Report

19-000123 2019 Play & Rev Report Qtr 1

6. **OLD BUSINESS**

19-000124 Follow Up - First Tee

7. **NEW BUSINESS**

19-000126 2019 Rates

19-000127 Grand Re-opening 04.20.2019

8. **ADJOURNMENT**

Next Meeting - 07.17.19 @ 4:00 PM



City of Longview

Recreation Office,
2920 Douglas
Longview, WA 98632

Minutes - Draft

Mint Valley Golf Advisory Board

Wednesday, January 16, 2019

4:00 PM

Recreation Office, 2920 Douglas

1. Roll Call

Called to order at 4:00 pm

Attendance (Board Members/Staff): Rick Parrish, Ken Pence, David Schloss, Scott Knapp, Jim Nickerson, Kim Higgins, Ken Botero, Chuck Bergquist, Jennifer Wills, Melissa Harbour (kbotero@comcast.net)

Attendance (Constituents): Dave Grumbois

2. Approval of Minutes

Ken Pence moved to approve minutes from July 18, 2018, Chuck Bergquist seconded the motion. Motion passed.

[MN 19-0408](#)

MVGACMinutes07.18.18Draft

Attachments: [MVGACMinutes07.18.18](#)

3. Constituent Comments

N/A

4. Board Member Comments

N/A

5. Reports

5a. Golf Course Superintendent

Scott Knapp, Course Superintendent, reported on assistance provided for pro-shop cleanup and renovations. Scott also thanked Dave Grumbois and Ken Pence for their hands-on assistance with painting. New employees are currently being trained both inside the Pro-shop as well as on the maintenance crew. Storm cleanup is underway on the greens and in the rough. Mowing, equipment repair, and greens repairs are happening at present. Discussions ensued on the topic of the potential creation of an onsite cart washing station for personally owned carts. No resolution at this time.

5b. Interim Golf Operations Manager

Jim Nickerson, acting Pro-shop Manager, reported on the renovation of the pro shop and arrival of the new equipment such as the range picker, drinks cart, and golf cart fleet. The pro-shop will continue to be under renovated until the restaurant is complete, but they pro shop area is fully stocked with new inventory including clothing, shoes, grips, clubs, bags, etc. Additional inventory is on order. Clarification was provided on specific new range equipment purchases as well as additional mats, dividers and all other newly purchased range supplies.

5c. Director's Report

Jennifer Wills, Director reported on Quarters 3 & 4, 2018 Play & Revenue and distributed said reports. Mrs. Wills also reported on actual numbers for month to date revenue for January including the same time frame for the last four years. Initial revenue and round numbers coupled with the current weather forecast has started the year off strong. The committee would like to see Golf Now provide weather day specific play reports moving forward.

[19-5754](#)**2018 3rd & 4th Quarter Play & Revenue Reports**

Attachments: [3rd Qtr. 2018 Play & Rev Report.pdf](#)
 [4th Qtr. 2018 Play & Rev Report.pdf](#)

6. Old Business

N/A

7. New Business**7a The First Tee- South Puget Sound**

Highlights:

- *March 16th clinic, \$20, introduction to golf and snack followed by informational session for parents*
- *Coaches are recruited, vetted and funded directly through First Tee*
- *First Tee offers scholarships for youth unable to pay for the program*
- *April 15th – May 19th is the first session*
- *Looking for volunteers to help would with the sessions*

7b. 19th Hole Restaurant

Highlights:

- *New layout, design and construction*
- *Equipment purchases*
- *Cold cooler food items to be sold*
- *Submittal of draft plans for restaurant to Cowlitz County Health Department*
- *Liquor license has been procured, waiting on health permit*

7c. Future Plans & Events

A 2019 Mint Valley Golf Association (Combined Men's and Women's Clubs) tournament schedule was distributed for discussion. League play and business involvement was discussed for future consideration. An audit of other course's tournament guidelines will take place.

[19-5753](#)**2019 Golf Tournament Schedule**

Attachments: [2019 Golf Tournament Schedule.pdf](#)

7d. Season Pass Sales

The Annual Pass Sales price list, guidelines and application information was distributed and discussed at length, specifically the current cost of a junior pass.

[19-5752](#)**2019 Season Pass Application & Flyer**

Attachments: [Mint Valley Annual Pass Sales.pdf](#)
 [2019 Season Pass Application & Flyer](#)

7e. New Equipment

50 (20 electric, fully enclosed, USB port) new carts, drinks cart, range equipment, and new range picker have arrived as well as full array of pro shop merchandise. Golf Now Cloud Based Point of Sale System, which will replace Szen in March 2019 is on order as well.

7f. Questions/Discussion about Management Transition

The Board discussed some of the difficulties for golf patrons during the management transition. The only aspect for golfers that has not been smooth is the carry over of gift certificates from previous management. All passes (annuals, punch passes, and range passes) are able to be honored, but gift certificates purchased from the previous contractor were unable to be negotiated and therefore are unable to be honored by the City. The previous contractor states that he will honor anyone who reaches out to him for either reimbursement or the purchase of golf equipment.

Management Transition - Jim Nickerson is currently the interim Pro-shop Golf Operations Manager. The position will open officially in the next few weeks and will include a panel interview as well as the potential for board input. Rick Parrish and Ken Pence both expressed interest in participating in the hiring panel.

8. Adjournment

*Meeting adjourned at 5:04 PM
Next Meeting Scheduled for April 17th, 4:00 PM, Recreation Office*

MINT VALLEY GOLF COURSE PLAY & REVENUE REPORT JANUARY 2019										
PLAYS	2019	2018	2017	2016		REVENUES	2019	2018	2017	2016
18 Hole	319	132	127	146		18 Hole	\$5,740.88	\$1,618.44	\$1,824.45	\$2,464.24
9 Hole	279	125	131	188		9 Hole	\$3,108.00	\$1,456.00	\$1,399.00	\$2,133.00
Par 3	26	3	6	28		Par 3	\$182.00	\$21.00	\$40.00	\$196.00
Pass Play	279	377	332	624		Pass Sales	\$10,076.25	\$5,147.50	\$4,175.00	\$0.00
						Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
						Trail Fees/Cart Storage	\$2,675.00	\$1,620.00	\$508.25	\$1,070.00
						Driving Range 50% *	\$767.75	\$514.66	\$361.25	\$700.10
						Power Carts 15% *	\$261.41	\$149.80	\$127.86	\$194.89
						Concessions 5% *	\$24.27	\$26.51	\$44.34	\$49.19
Monthly Totals	903	637	596	986		Monthly Totals *	\$22,835.55	\$10,553.90	\$8,480.14	\$6,807.42

Driving Range Actual	\$1,535.50
Power Cart Actual	\$1,742.70
Concessions Actual	\$485.31
Merchandise	\$2,577.70
Tournaments	\$0.00
Gift Cards	\$150.00
Full Monthly Total	\$28,273.34

YEAR TO DATE COMPARISONS										
	2019	2018	2017	2016			2019	2018	2017	2016
18 HOLE ROUNDS	319	132	127	146		PLAY REVENUES	\$8,848.88	\$3,074.44	\$3,223.45	\$4,597.24
9 HOLE ROUNDS	279	125	131	188		PAR 3 REVENUES	\$182.00	\$21.00	\$40.00	\$196.00
SEASON PASS PLAY	279	377	332	624		Driving Range 50% *	\$767.75	\$514.66	\$361.25	\$700.10
PAR 3 ROUNDS	26	3	6	28		Power Carts 15% *	\$261.41	\$149.80	\$127.86	\$194.89
						SEASON PASSES	\$10,076.25	\$5,147.50	\$4,175.00	\$0.00
						TRAIL & CART FEES	\$2,675.00	\$1,620.00	\$508.25	\$1,070.00
						Concessions 5% *	\$24.27	\$26.51	\$44.34	\$49.19
Y-T-D PLAYS	903	637	596	986		Y-T-D- REVENUES	\$22,835.55	\$10,553.90	\$8,480.15	\$6,807.42

Driving Range Actual	\$1,535.50
Power Cart Actual	\$1,742.70
Concessions Actual	\$485.31
Merchandise	\$2,577.70
Tournaments	\$0.00
Gift Cards	\$150.00
Full Monthly Total	\$28,273.34

MINT VALLEY GOLF COURSE | PLAY & REVENUE REPORT | FEBRUARY 2019

PLAYS	2019	2018	2017	2016		REVENUES	2019	2018	2017	2016
18 Hole	142	104	153	238		18 Hole	\$2,508.00	\$1,180.06	\$2,348.15	\$4,270.57
9 Hole	156	102	130	282		9 Hole	\$1,740.00	\$1,194.00	\$1,542.00	\$3,328.70
Par 3	14	6	18	41		Par 3	\$98.00	\$42.00	\$126.00	\$287.00
Pass Play	295	345	373	773		Pass Sales	\$52,538.75	\$39,781.75	\$45,970.75	\$47,303.75
						Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
						Trail Fees/Cart Storage	\$9,095.00	\$6,420.00	\$10,646.50	\$8,560.00
						Driving Range 50% *	\$852.99	\$922.95	\$984.05	\$1,444.52
						Power Carts 15% *	\$766.73	\$171.89	\$155.08	\$255.90
						Concessions 5% *	\$93.45	\$29.27	\$57.90	\$59.26
Monthly Totals	607	557	674	1,334		Monthly Totals *	\$67,692.92	\$49,741.92	\$61,830.42	\$65,509.70

	Driving Range Actual	\$1,155.03
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs	Rentals/Services Actual	\$2,540.40
	Concessions Actual	\$1,869.00
	Merchandise	\$1,750.14
	Tournaments	\$0.00
	Gift Cards	\$310.00
	Full Monthly Total	\$73,604.32

YEAR TO DATE COMPARISONS										
	2019	2018	2017	2016			2019	2018	2017	2016
18 HOLE ROUNDS	461	236	280	747		PLAY REVENUES	\$13,096.88	\$5,448.50	\$7,113.60	\$12,196.51
9 HOLE ROUNDS	435	227	261	644		PAR 3 REVENUES	\$280.00	\$63.00	\$166.00	\$483.00
SEASON PASS PLAY	574	722	705	1415		Driving Range 50% *	\$1,620.74	\$1,437.60	\$1,345.30	\$2,144.62
PAR 3 ROUNDS	40	9	24	88		Power Carts 15% *	\$1,028.14	\$321.69	\$282.94	\$450.79
						SEASON PASSES	\$62,615.00	\$44,929.25	\$50,145.75	\$47,303.75
						TRAIL & CART FEES	\$11,770.00	\$8,040.00	\$11,154.75	\$9,630.00
						Concessions 5% *	\$117.72	\$55.78	\$102.24	\$108.45
Y-T-D PLAYS	1,510	1,194	1,270	2,894		Y-T-D- REVENUES	\$90,528.47	\$60,295.82	\$70,310.57	\$72,317.12

	Driving Range Actual	\$2,690.53
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs	Rentals/Services Actual	\$4,283.10
	Concessions Actual	\$2,354.31
	Merchandise	\$4,327.84
	Tournaments	\$0.00
	Gift Cards	\$460.00
	Full Monthly Total	\$101,877.66

MINT VALLEY GOLF COURSE PLAY & REVENUE REPORT MARCH 2019										
PLAYS	2019	2018	2017	2016		REVENUES	2019	2018	2017	2016
18 Hole	857	441	214	348		18 Hole	\$16,746.15	\$6,370.73	\$3,491.50	\$6,744.33
9 Hole	890	502	228	367		9 Hole	\$9,574.00	\$5,751.51	\$2,569.00	\$4,145.40
Par 3	129	64	31	81		Par 3	\$903.00	\$448.00	\$217.00	\$567.00
Pass Play	938	643	600	951		Pass Sales	\$26,517.50	\$21,607.75	\$17,325.00	\$47,178.25
						Miscellaneous		\$0.00	\$0.00	\$0.00
						Trail Fees/Cart Storage	\$10,165.00	\$8,062.50	\$5,885.00	\$11,250.00
						Driving Range 50% *	\$2,647.77	\$2,534.49	\$1,577.73	\$2,722.83
						Power Carts 15% *	\$891.61	\$738.51	\$277.18	\$416.80
						Concessions 5% *	\$401.50	\$110.30	\$46.90	\$137.46
Monthly Totals	2,814	1,650	1,073	1,747		Monthly Totals *	\$67,846.53	\$45,623.78	\$31,389.30	\$73,162.06

	Driving Range Actual	\$5,295.54
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs	Rentals/Services Actual	\$6,527.57
	Concessions Actual	\$8,029.99
	Merchandise	\$7,168.21
	Tournaments	
	Gift Cards	\$369.00
	Full Monthly Total	\$91,295.96

YEAR TO DATE COMPARISONS										
	2019	2018	2017	2016			2019	2018	2017	2016
18 HOLE ROUNDS	1318	677	494	732		PLAY REVENUES	\$39,417.03	\$17,570.74	\$13,174.10	\$23,569.24
9 HOLE ROUNDS	1325	729	489	837		PAR 3 REVENUES	\$1,183.00	\$511.00	\$383.00	\$1,050.00
SEASON PASS PLAY	1512	1365	1305	2348		Driving Range 50% *	\$4,268.51	\$3,972.09	\$2,923.03	\$4,867.45
PAR 3 ROUNDS	169	73	55	150		Power Carts 15% *	\$1,919.75	\$1,060.20	\$560.12	\$867.59
						SEASON PASSES	\$89,132.50	\$66,537.00	\$67,470.75	\$94,482.00
						TRAIL & CART FEES	\$21,935.00	\$16,102.50	\$17,039.75	\$20,880.00
						Concessions 5% *	\$519.22	\$166.08	\$149.13	\$245.91
Y-T-D PLAYS	4,324	2,844	2,343	4,067		Y-T-D- REVENUES	\$158,375.00	\$105,919.61	\$101,699.88	\$145,962.19

	Driving Range Actual	\$7,986.07
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs	Rentals/Services Actual	\$10,810.67
	Concessions Actual	\$10,384.30
	Merchandise	\$11,496.05
	Tournaments	\$0.00
	Gift Cards	\$829.00
	Full YTD Total	\$193,173.62

*Red Numbers are to show where we would be comparing last year's contractual obligation with this year's revenue.



2019 Spring/Summer Rates

Monday - Friday

TIME	9 Ball Bundle	9 Ball/Cart	18 Ball Bundle	18 Ball/Cart
Before 8:00am	\$20 with Ball Sleeve, \$25 with Cart & Ball Sleeve			
8:00 - 2:00	\$18	\$23	\$29	\$35
2:00 - 4:00	\$18	\$23	\$22	\$27
4:00 - Close	\$13	\$18	\$13	\$18

Saturday - Sunday

TIME	9 Ball Bundle	9 Ball/Cart	18 Ball Bundle	18 Ball/Cart
Before 8:00am	\$25 with Ball Sleeve, \$30 with Cart & Ball Sleeve			
8:00 - 2:00	\$23	\$28	\$39	\$45
2:00 - 4:00	\$23	\$28	\$27	\$32
4:00 - Close	\$18	\$23	\$18	\$23

Seniors/Military - \$27.00 Walking or Cart with sleeve of balls any time - 9 or 18

All rates include a sleeve of Mint Valley logo Titleist TruSoft Golf Balls.

ADD \$5.00 to upgrade your sleeve to ProV1s.

Juniors - \$10 for 9 or 18 holes, add \$5.00 for TruSoft or \$10 for ProV1

