



City of Longview

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

Agenda

Mint Valley Golf Advisory Board

Wednesday, April 17, 2024

4:00 PM

Parks & Recreation Board Room
2920 Douglas Street

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Mint Valley Golf Advisory Board of the City of Longview, Washington, will be holding a meeting on Wednesday, April 17, 2024 at 4:00 p.m. in the Conference Room, at the Recreation Office, 2920 Douglas Street, Longview. The meeting is also available online.

[Click here to join the meeting](#)

Meeting ID: 280 177 959 282

Passcode: LwwuUM

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Or call in (audio only)

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[+1 347-973-4395,,373459110#](tel:+13479734395373459110) United States, New York City

Phone Conference ID: 373 459 110#

The Recreation Office is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the Office at 360.442.5400 48 hours in advance if you require special accommodations to attend the meeting.

1. ROLL CALL

24-00347 NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Mint Valley Golf Advisory Board of the City of Longview, Washington, will be holding a meeting on Wednesday, April 17, 2024 at 4:00 p.m. in the Conference Room, at the Recreation Office, 2920 Douglas Street, Longview. The meeting is also available online.

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Phone Conference ID: 373 459 110#

2. APPROVAL OF MINUTES

24-00348 MVGAB Draft Meeting Minutes - 01.24.2024

3. CONSTITUENT COMMENTS

4. BOARD MEMBER COMMENTS

5. **REPORTS**

- 24-00349 1. Golf Superintendent Report (Verbal)
 2. Pro shop Manager Report (Verbal)
 3. Parks & Recreation Director Report (Attached)

6. **OLD BUSINESS**

7. **NEW BUSINESS**

- 24-00350 Request ~ Gazebo Installation on Hole #5 (In Honor of Steve Pond)

8. **ADJOURNMENT**



Minutes

Agenda

Mint Valley Golf Advisory Board

Wednesday, January 24,
2024

4:00 PM

Recreation Office, 2920 Douglas

1. **ROLL CALL**

Members Present: Board Member Ken Botero, Board Member Kenneth Pence, Board Member Jordan Burns, Board Member David Knoyle, Board Member Kami Dexter

Members Absent: N/A

Constituents Present: N/A

Council Members Present: Angie Wean

Staff Present: Jennifer Wills, Melissa Harbour, Trevor Eades, Jim Nickerson

24-0067 Introduction of New Members

New members Kami Dexter & Ken Botero were introduced.

2. **APPROVAL OF MINUTES**

24-0063 Golf Advisory Board Draft Minutes - 10.18.2023

A motion was made by Member Pence and seconded by Board Member Knoyle to approve the minutes of October 18, 2023. The motion passed with the following vote:

Ayes: Kenneth Pence, Jordan Burns, David Knoyle

Nays: None

Abstain: Kami Dexter, Ken botero

Yes 3, No 0, Abstained 2

3. **CONSTITUENT COMMENTS**

N/A

4. **BOARD MEMBER COMMENTS**

N/A

5. **REPORTS**

24-0064 A. Golf Superintendent Report (Verbal)

B. Golf Manager Report (Verbal)

C. Director's Report (Attached)

Jim Nickerson, Golf Superintendent, provided a verbal report for December 2023.

Trevor Eades, Golf Manager, provided a verbal report for December 2023.

Jennifer Wills, Director, provided a verbal report for December 2023.

6. **OLD BUSINESS**

N/A

7. NEW BUSINESS

24-0066 Voting for Chair/Vice Chair

A motion was made by Board Member Pence and seconded by Board Member Burns to nominate Ken Pence as Chair Person. The motion passed with the following vote:

Ayes: Kenneth Pence, Jordan Burns, David Knoyle, Kami Dexter

Nays: None

Abstain: None

Yes 4, No 0, Abstained 0

A motion was made by Board Member Knoyle and seconded by Board Member Burns to nominate David Knoyle as Vice Chair Person. The motion passed with the following vote:

Ayes: Kenneth Pence, Jordan Burns, David Knoyle, Kami Dexter

Nays: None

Abstain: None

Yes 4, No 0, Abstained 0

24-0065 Discussion of 2024 Rates

A motion was made by Board Member Dexter and seconded by Board Member Burns to adopt the 2024 rates as presented. The motion passed with the following vote: Ayes: Kenneth Pence, Jordan Burns, David Knoyle, Kami Dexter, Ken Botero Nays: None Abstain: None Yes 5, No 0, Abstained 0

8. ADJOURNMENT

The meeting was adjourned at 05:01 PM.

MINT VALLEY GOLF COURSE | PLAY & REVENUE REPORT | JANUARY 2024

PLAYS	2024	2023	2022	2021	2020	2019	REVENUES							
							2024	2023	2022	2021	2020	2019		
18 HOLE	174	417	598	494	115	319	18 HOLE	\$ 4,225.08	\$ 8,562.80	\$ 12,056.95	\$ 6,887.33	\$ 2,001.75	\$ 5,740.88	
9 HOLE	96	239	300	283	71	279	9 HOLE	\$ 1,567.44	\$ 3,465.05	\$ 3,725.90	\$ 3,076.12	\$ 788.10	\$ 3,108.00	
PAR 3	12	32	43	65	9	26	PAR 3	\$ 77.76	\$ 207.36	\$ 272.16	\$ 375.84	\$ 45.36	\$ 182.00	
PASS PLAY	388	755	443	907	510	279	PASS SALES	\$ 670.98	\$ 2,680.86	\$ 1,294.17	\$ 7,284.00	\$ 13,333.03	\$ 10,076.25	
							TRAIL & CART FEES	\$ -	\$ 531.92	\$ -	\$ 531.92	\$ 2,659.60		
							DRIVING RANGE	\$ 1,907.68	\$ 2,536.64	\$ 3,301.54	\$ 3,361.17	\$ 1,540.51	\$ 1,535.50	
							RENTALS/SERVICES	\$ 1,792.57	\$ 3,630.57	\$ 4,741.69	\$ 5,035.68	\$ 4,153.25	\$ 1,742.70	
							CONCESSIONS	\$ 2,520.48	\$ 5,173.21	\$ 3,855.65	\$ 2,756.79	\$ 1,728.64	\$ 485.31	
							MERCHANDISE	\$ 4,312.33	\$ 9,439.80	\$ 4,223.43	\$ 4,331.55	\$ 1,893.53	\$ 2,577.70	
							TOURNAMENTS	\$ 1,500.00	\$ 9.25	\$ -	\$ -	\$ 157.25	\$ -	
							GIFT CARDS	\$ 687.03	\$ 462.00	\$ 692.00	\$ 1,666.00	\$ 105.00	\$ 150.00	
Monthly Totals	670	1,443	1,384	1,749	705	903	Monthly Totals	\$ 19,261.35	\$ 36,699.46	\$ 34,163.49	\$ 35,306.40	\$ 28,406.02	\$ 25,598.34	
Cart Rental	192	409	643	515	144		Sales Tax	\$ 1,513.98	\$ 2,738.78	\$ 2,721.39	\$ 2,699.80	\$ 2,265.79		
								TOTAL	\$20,775.33	\$39,438.24	\$36,884.88	\$38,006.20	\$30,671.81	

YEAR TO DATE COMPARISONS

	2024	2023	2022	2021	2020	2019	YEAR TO DATE COMPARISONS						
							2024	2023	2022	2021	2020	2019	
18 HOLE ROUNDS	174	417	598	494	115	319	PLAY REVENUES	\$ 5,792.52	\$ 12,027.85	\$ 15,782.85	\$ 9,963.45	\$ 2,789.85	\$ 8,848.88
9 HOLE ROUNDS	96	239	300	283	71	279	PAR 3 REVENUES	\$ 77.76	\$ 207.36	\$ 272.16	\$ 375.84	\$ 45.36	\$ 182.00
SEASON PASS PLAY	12	755	443	907	510	279	SEASON PASSES	\$ 670.98	\$ 2,680.86	\$ 1,294.17	\$ 7,284.00	\$ 13,333.03	\$ 10,076.25
PAR 3 ROUNDS	388	32	43	65	9	26	TRAIL & CART FEES	\$ -	\$ 531.92	\$ -	\$ 531.92	\$ 2,659.60	
Y-T-D PLAYS	670	1,443	1,384	1,749	705	903	DRIVING RANGE	\$ 1,907.68	\$ 2,536.64	\$ 3,301.54	\$ 3,361.17	\$ 1,540.51	\$ 1,535.50
							RENTALS/SERVICES	\$ 1,792.57	\$ 3,630.57	\$ 4,741.69	\$ 5,035.68	\$ 4,153.25	\$ 1,742.70
Cart Rental Y-T-D	192	409	643	515	144		CONCESSIONS	\$ 2,520.48	\$ 5,173.21	\$ 3,855.65	\$ 2,756.79	\$ 1,728.64	\$ 485.31
							MERCHANDISE	\$ 4,312.33	\$ 9,439.80	\$ 4,223.43	\$ 4,331.55	\$ 1,893.53	\$ 2,577.70
							TOURNAMENTS	\$ 1,500.00	\$ 9.25	\$ -	\$ -	\$ 157.25	\$ -
							GIFT CARDS	\$ 687.03	\$ 462.00	\$ 692.00	\$ 1,666.00	\$ 105.00	\$ 150.00
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs							Full YTD Total	\$ 19,261.35	\$ 36,699.46	\$ 34,163.49	\$ 35,306.40	\$ 28,406.02	\$ 25,598.34
							Sales Tax YTD	\$ 1,513.98	\$ 2,738.78	\$ 2,721.39	\$ 2,699.80	\$ 2,265.79	
							TOTAL YTD	\$20,775.33	\$39,438.24	\$36,884.88	\$38,006.20	\$ 30,671.81	

MINT VALLEY GOLF COURSE | PLAY & REVENUE REPORT | FEBRUARY 2024

PLAYS	2024	2023	2022	2021	2020	2019	REVENUES	2024	2023	2022	2021	2020	2019
	18 HOLE	787	594	709	281	277		142	18 HOLE	\$ 18,063.36	\$ 12,382.55	\$ 14,903.35	\$4,982.80
9 HOLE	352	277	390	148	261	156	9 HOLE	\$ 5,544.52	\$ 3,909.05	\$ 4,795.20	\$1,683.82	\$2,630.70	\$1,740.00
PAR 3	55	45	67	23	41	14	PAR 3	\$ 317.52	\$ 259.20	\$ 421.20	\$136.08	\$239.76	\$98.00
PASS PLAY	744	558	585	553	756	295	PASS SALES	\$ -	\$ 2,680.86	\$ 1,294.17	\$7,484.77	\$58,495.90	\$52,538.75
							TRAIL & CART FEES	\$ -	\$ -	\$ 1,595.76	\$ 1,595.76	\$ 6,383.04	\$ 9,095.00
							DRIVING RANGE	\$ 4,582.77	\$ 3,150.01	\$ 3,850.62	\$ 2,066.93	\$ 2,265.26	\$ 1,155.03
							RENTALS/SERVICES	\$ 6,837.01	\$ 4,594.51	\$ 6,120.15	\$ 2,673.91	\$ 2,756.62	\$ 2,540.40
							CONCESSIONS	\$ 7,259.26	\$ 6,204.58	\$ 5,865.70	\$ 2,581.06	\$ 3,534.11	\$ 1,869.00
							MERCHANDISE	\$ 11,973.47	\$ 7,622.90	\$ 7,222.55	\$ 4,185.78	\$ 2,808.84	\$ 1,750.14
							TOURNAMENTS	\$ -	\$ -	\$ -	\$ -	\$ 55.50	\$ -
							GIFT CARDS	\$ 2,635.00	\$ 2,518.00	\$ 812.00	\$ 1,373.90	\$ 435.00	\$ 310.00
Monthly Totals	1,938	1,474	1,751	1,005	1,335	607	Monthly Totals	\$ 57,212.91	\$ 43,321.66	\$ 46,880.70	\$ 28,764.81	\$ 85,129.12	\$ 73,604.32
Cart Rental	750	606	824	296	392		Sales Tax	\$ 4,452.72	\$3,276.35	\$3,687.05	\$2,134.69	\$6,834.94	
							TOTAL	\$61,665.63	\$46,598.01	\$50,567.75	\$30,899.50	\$91,964.06	

YEAR TO DATE COMPARISONS

	2024	2023	2022	2021	2020	2019		2024	2023	2022	2021	2020	2019
	18 HOLE	961	1,011	1,307	775	392		461	PLAY REVENUES	\$ 29,400.40	\$ 28,319.45	\$ 35,481.40	\$ 16,630.07
9 HOLE	448	516	690	431	332	435	PAR 3 REVENUES	\$ 395.28	\$ 466.56	\$ 693.36	\$ 511.92	\$ 285.12	\$ 280.00
PAR 3	67	77	110	88	50	40	SEASON PASSES	\$ 670.98	\$ 5,361.72	\$ 2,588.34	\$ 14,768.77	\$ 71,828.93	\$ 62,615.00
PASS PLAY	1,132	1,313	1,028	1,460	1,266	574	TRAIL & CART FEES	\$ -	\$ 531.92	\$ 2,150.79	\$ 2,127.68	\$ 9,042.64	\$ 11,770.00
Y-T-D PLAYS	2,608	2,917	3,135	2,754	2,040	1,510	DRIVING RANGE	\$ 6,490.45	\$ 5,686.65	\$ 7,152.16	\$ 5,428.10	\$ 3,805.77	\$ 2,690.53
							RENTALS/SERVICES	\$ 8,629.58	\$ 8,225.08	\$ 10,861.84	\$ 7,709.59	\$ 6,909.87	\$ 4,283.10
Cart Rental Y-T-D	942	1015	1467	811	536		CONCESSIONS	\$ 9,779.74	\$ 11,377.79	\$ 9,721.35	\$ 5,337.85	\$ 5,262.75	\$ 2,354.31
							MERCHANDISE	\$ 16,285.80	\$ 17,062.70	\$ 11,445.98	\$ 8,517.33	\$ 4,702.37	\$ 4,327.84
							TOURNAMENTS	\$ 1,500.00	\$ 9.25	\$ -	\$ -	\$ 212.75	\$ -
							GIFT CARDS	\$ 3,322.03	\$ 2,980.00	\$ 1,504.00	\$ 3,039.90	\$ 540.00	\$ 460.00
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs							Full YTD Total	\$ 76,474.26	\$ 80,021.12	\$ 81,599.22	\$ 64,071.21	\$ 113,535.14	\$ 101,877.66
							Sales Tax YTD	\$ 5,966.70	\$6,015.13	\$6,408.44	\$4,834.49	\$9,100.73	
							TOTAL YTD	\$82,440.96	\$86,036.25	\$88,007.66	\$68,905.70	\$ 122,635.87	

MINT VALLEY GOLF COURSE | PLAY & REVENUE REPORT | MARCH 2024

PLAYS	2024	2023	2022	2021	2020	2019		REVENUES	2024	2023	2022	2021	2020	2019
18 HOLE	1,138	1,026	959	1,194	566	857		18 HOLE	\$ 25,579.97	\$ 20,562.70	\$ 20,751.45	\$22,122.36	\$11,099.21	\$16,746.15
9 HOLE	483	520	529	576	576	890		9 HOLE	\$ 7,753.31	\$ 7,203.90	\$ 6,386.20	\$5,925.26	\$5,699.87	\$9,574.00
PAR 3	100	89	89	107	93	129		PAR 3	\$ 575.64	\$ 518.40	\$ 537.84	\$622.08	\$531.36	\$903.00
PASS PLAY	779	867	850	1,059	858	938		PASS SALES	\$ 18,345.54	\$ 12,757.68	\$ 25,420.87	\$50,177.72	\$11,292.43	\$26,517.50
								TRAIL & CART FEES	\$ 4,113.49	\$ 4,255.36	\$ 5,527.34	\$12,234.16	\$3,191.52	\$10,165.00
								DRIVING RANGE	\$ 6,692.46	\$ 4,845.81	\$ 4,687.17	\$5,718.87	\$3,138.62	\$5,295.54
								RENTALS/SERVICES	\$ 9,900.51	\$ 8,727.63	\$ 10,242.25	\$10,536.42	\$4,236.51	\$6,527.57
								CONCESSIONS	\$ 9,707.98	\$ 10,761.53	\$ 10,061.11	\$8,072.09	\$4,859.84	\$8,029.99
								MERCHANDISE	\$ 11,286.85	\$ 12,346.71	\$ 10,198.02	\$14,955.40	\$6,001.39	\$7,168.21
								TOURNAMENTS	\$ -	\$ -			\$18.50	\$0.00
								GIFT CARDS	\$ 2,356.06	\$ 1,005.00	\$ 1,008.00	\$1,473.00	\$300.00	\$369.00
Monthly Totals	2,500	2,502	2,427	2,936	2,093	2,814		Monthly Totals	\$ 96,311.81	\$ 82,984.72	\$ 94,820.25	\$ 131,837.36	\$ 50,369.25	\$91,295.96
Cart Rental	1,020	1,018	1,098	1,094	714	0		Sales Tax	\$ 7,670.12	\$6,595.61	\$7,537.41	\$10,308.31	\$4,007.05	
								TOTAL	\$103,981.93	\$89,580.33	\$102,357.66	\$142,145.67	\$54,376.30	

YEAR TO DATE COMPARISONS

	2024	2023	2022	2021	2020	2019		2024	2023	2022	2021	2020	2019	
18 HOLE	2,099	2,037	2,266	1,969	958	1,318		PLAY REVENUES	\$ 62,733.68	\$ 56,086.05	\$ 62,619.05	\$ 44,677.69	\$ 27,744.02	\$ 39,417.03
9 HOLE	931	1,036	1,219	1,007	908	1,325		PAR 3 REVENUES	\$ 970.92	\$ 984.96	\$ 1,231.20	\$ 1,134.00	\$ 816.48	\$ 1,183.00
PAR 3	167	166	199	195	143	169		SEASON PASSES	\$ 19,016.52	\$ 18,119.40	\$ 28,009.21	\$ 64,946.49	\$ 83,121.36	\$ 89,132.50
PASS PLAY	1,911	2,180	1,878	2,519	2,124	1,512		TRAIL & CART FEES	\$ 4,113.49	\$ 4,787.28	\$ 7,678.13	\$ 14,361.84	\$ 12,234.16	\$ 21,935.00
Y-T-D PLAYS	5,108	5,419	5,562	5,690	4,133	4,324		DRIVING RANGE	\$ 13,182.91	\$ 10,532.46	\$ 11,839.33	\$ 11,146.97	\$ 6,944.39	\$ 7,986.07
								RENTALS/SERVICES	\$ 18,530.09	\$ 16,952.71	\$ 21,104.09	\$ 18,246.01	\$ 11,146.38	\$ 10,810.67
Cart Rental Y-T-D	1,962	2,033	2,565	1,905	1,250	0		CONCESSIONS	\$ 19,487.72	\$ 22,139.32	\$ 19,782.46	\$ 13,409.94	\$ 10,122.59	\$ 10,384.30
								MERCHANDISE	\$ 27,572.65	\$ 29,409.41	\$ 21,644.00	\$ 23,472.73	\$ 10,703.76	\$ 11,496.05
								TOURNAMENTS	\$ 1,500.00	\$ 9.25	\$ -	\$ -	\$ 231.25	\$ -
								GIFT CARDS	\$ 5,678.09	\$ 3,985.00	\$ 2,512.00	\$ 4,512.90	\$ 840.00	\$ 829.00
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs								Full YTD Total	\$ 172,786.07	\$ 163,005.84	\$ 176,419.47	\$ 195,908.57	\$ 163,904.39	\$ 193,173.62
								Sales Tax YTD	\$ 13,636.82	\$12,610.74	\$13,945.85	\$15,142.80	\$13,108.92	
								TOTAL YTD	\$186,422.89	\$175,616.58	\$190,365.32	\$211,051.37	\$ 177,013.31	



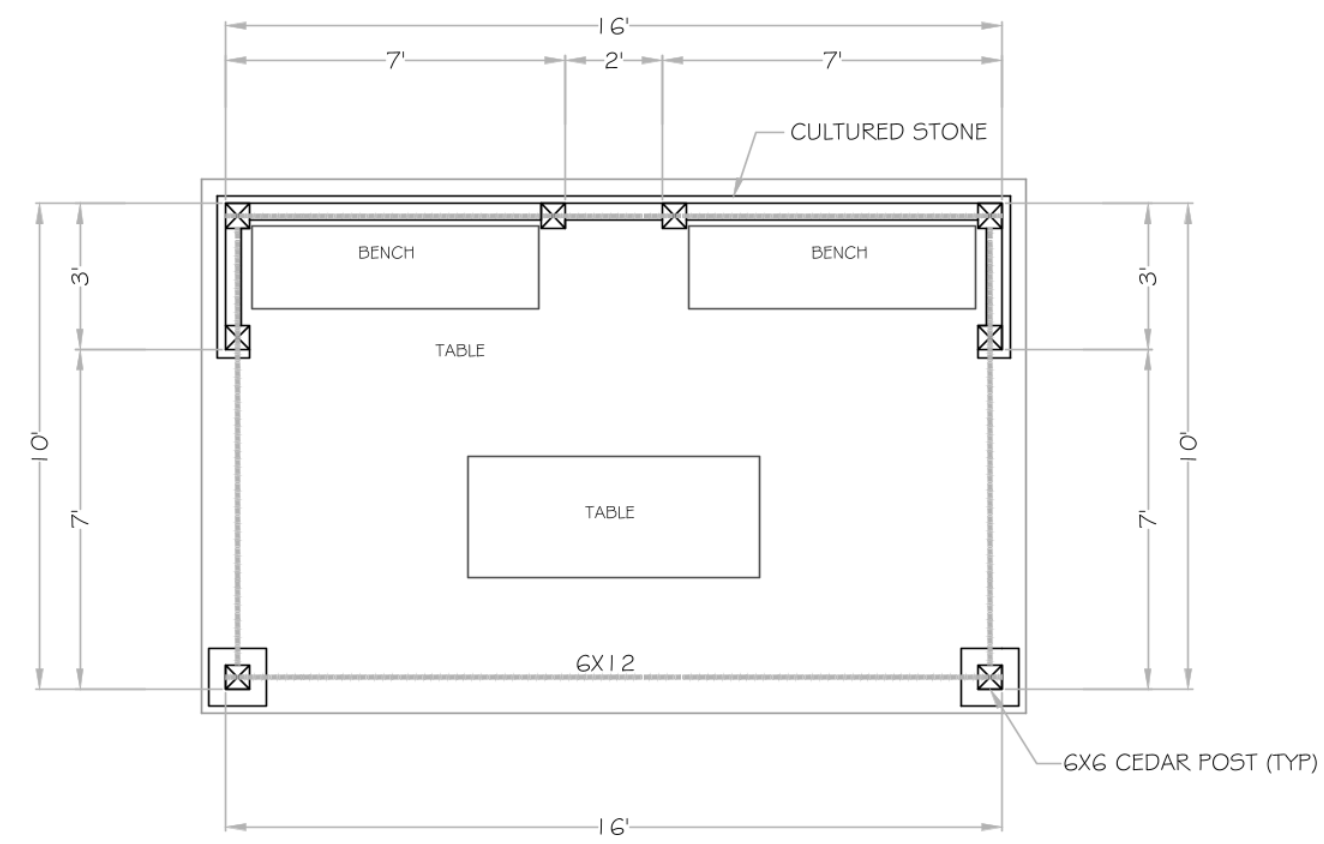


LEFT ELEVATION
SCALE: 1/4" = 1'-0"

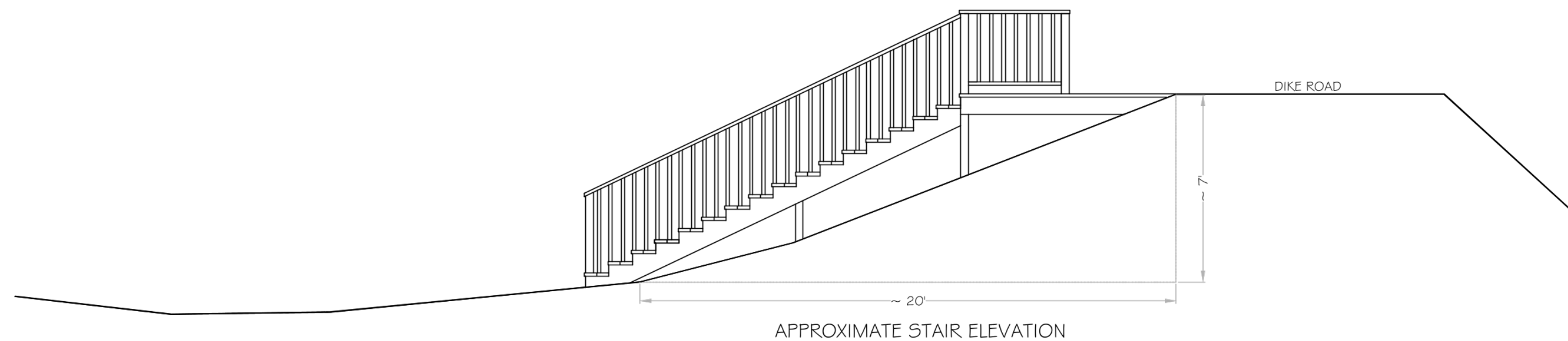
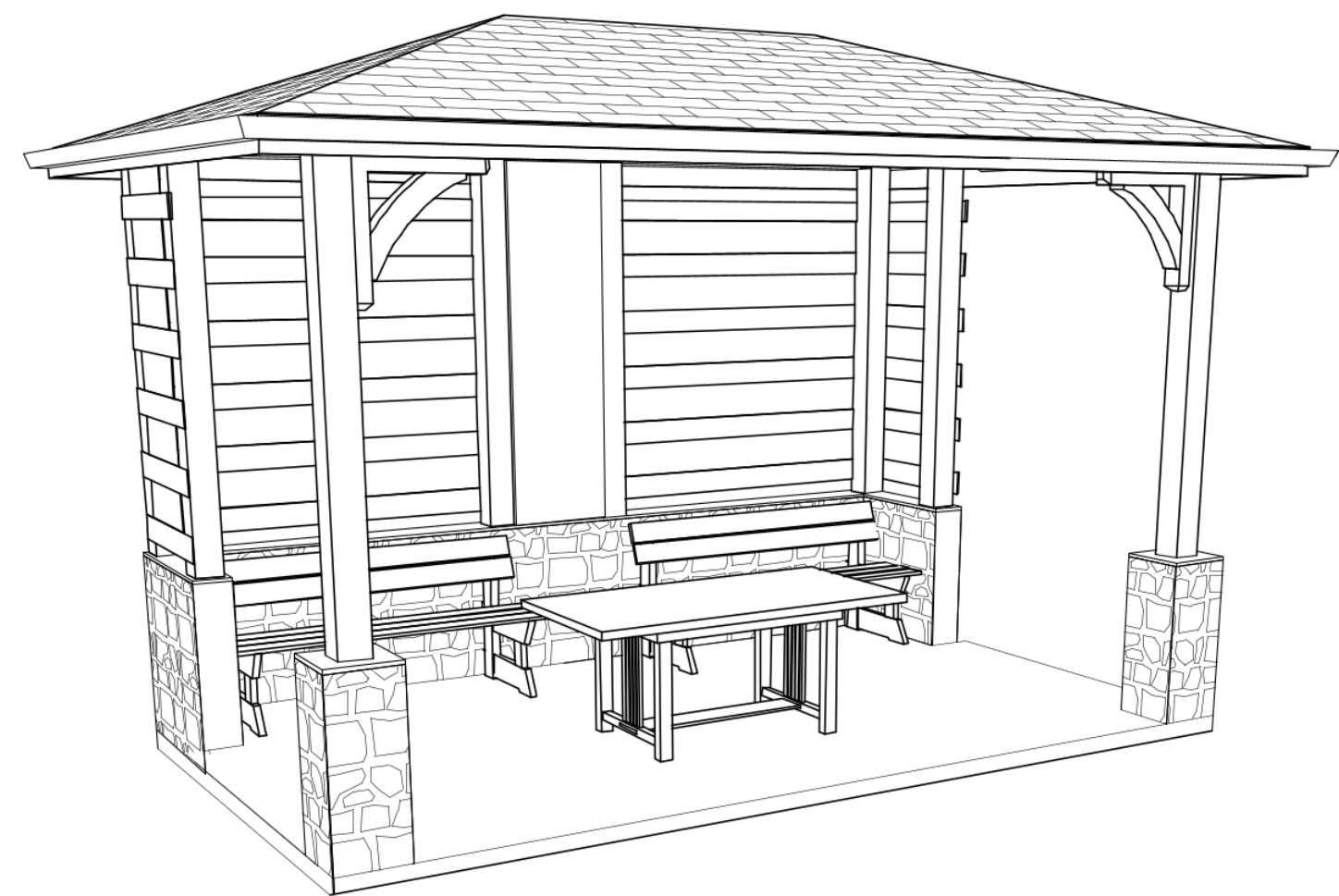
FRONT ELEVATION
SCALE: 1/4" = 1'-0"

RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

REAR ELEVATION
SCALE: 1/4" = 1'-0"



PLANVIEW
SCALE: 1/4" = 1'-0"



GOLF COURSE SHELTER
PRELIMINARY SET

SHEET NO.
1





