



City of Longview

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

Agenda

Mint Valley Golf Advisory Board

Wednesday, October 16,
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, October 16, 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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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. HYBRID MEETING

24-00977 **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, October 16, 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](#)

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Phone Conference ID: 373 459 110#

2. ROLL CALL

3. APPROVAL OF MINUTES

24-00978 **MVGAB DRAFT MEETING MINUTES 07.17.2024**
MVGAB SPECIAL DRAFT MEETING MINUTES 08.21.2024

4. **CONSTITUENT COMMENTS**

5. **BOARD MEMBER COMMENTS**

6. **REPORTS**

- 24-00979 A. Directors Report
 - 1. Q3 Play & Revenue Report
 - 2. Winter Rates 2024-2025
- B. Golf Course Superintendent Report
- C. Golf Course Pro Shop Manager Report

7. **OLD BUSINESS**

8. **NEW BUSINESS**

- 24-00980
 - 1. Update on Operation Little Band-Aid
 - 2. Update on Operation of Big Band-Aid
 - 3. Next Steps in Operation Band-Aid

9. **ADJOURNMENT**



Minutes

Agenda

Mint Valley Golf Advisory Board

Wednesday, July 17, 2024

4:00 PM

Recreation Office, 2920 Douglas

1. ROLL CALL

24-00666 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 July 17, 2024 at 4:00 p.m. in the Conference Room at the Parks & Recreation Office located at 2920 Douglas St., Longview. The meeting is also available online and/or via telephone.

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 280 177 959 282

Passcode: LwwuUM

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Phone Conference ID: 373 459 110#

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Members Present: Member Kenneth Pence, Board Member Jordan Burns, Board Member Kami Dexter

Members Absent: David Knoyle, Ken Botero

Constituents Present: N/A

Staff Present: Jennifer Wills, Jim Nickerson, Trevor Eades

Council Member Present: Angie Wean

2. APPROVAL OF MINUTES

A motion was made by Board Member Burns and seconded by Board Member Dexter to approve the meeting minutes from 04.17.2024 as presented. The motion passed with the following vote:

Ayes: Kenneth Pence, Jordan Burns, Kami Dexter

Nays: None

Abstain: None Yes 3, No 0, Abstained 0

24-00664 MVGAB DRAFT Meeting Minutes - 04.17.2024

3. CONSTITUENT COMMENTS

N/A

4. BOARD MEMBER COMMENTS

N/A

5. REPORTS

Jim Nickerson, Golf Superintendent, provided a verbal report for June - July 2024.

Trevor Eades, Golf Manager, provided a verbal report for June - July 2024.

Jennifer Wills, Director, provided a verbal report for June - July 2024.

24-00665

A. Pro shop Manager Report

B. Course Superintendent Report

C. Parks & Recreation Director Report/Play & Revenue Report

6. OLD BUSINESS

N/A

7. NEW BUSINESS

N/A

8. ADJOURNMENT

Meeting adjourned at 5:07 PM. Next scheduled meeting - October 16, 2024 @ 4:00 PM



City of Longview

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

Minutes

SPECIAL MEETING Agenda

Mint Valley Golf Advisory Board

Wednesday, August 21,
2024

4:00 PM

Recreation Office, 2920 Douglas

1. **HYBRID MEETING**

2. **ROLL CALL**

Members Present: Member Kenneth Pence, Board Member David Knoyle, Board Member Kami Dexter

Members Absent: Jordan Burns, Ken Botero

Constituents Present: N/A

Staff Present: Jennifer Wills, Melissa Harbour, Mark McKiernan

Council Member Present: N/A

3. **APPROVAL OF MINUTES**

N/A

4. **CONSTITUENT COMMENTS**

N/A

5. **BOARD MEMBER COMMENTS**

Board Member Ken Pence provided comment.

6. **REPORTS**

N/A

7. **OLD BUSINESS**

N/A

8. **NEW BUSINESS**

24-00767 Potential Funding Options - Review of Documents for City Council Meeting (08/27/2024)

9. **ADJOURNMENT**

Meeting adjourned at 4:54 PM - Next meeting scheduled for October 16, 2024

MINT VALLEY GOLF COURSE PLAY & REVENUE REPORT JULY 2024														
PLAYS	2024	2023	2022	2021	2020	2019		REVENUES	2024	2023	2022	2021	2020	2019
18 HOLE	3,532	3,641	3,128	3,679	3,484	3,153		18 HOLE	\$ 95,337.12	\$ 92,061.84	\$ 78,119.92	\$ 71,311.39	\$ 61,899.13	\$ 52,592.86
9 HOLE	1,521	1,409	1,482	1,446	1,563	878		9 HOLE	\$ 25,087.10	\$ 22,376.29	\$ 22,220.77	\$ 18,428.25	\$ 18,140.28	\$ 10,552.42
PAR 3	370	414	404	482	386	360		PAR 3	\$ 2,471.60	\$ 2,468.88	\$ 2,306.88	\$ 2,611.44	\$ 2,209.68	\$ 2,093.00
PASS PLAY	1,344	1,548	1,519	1,789	1,987	1,556		PASS SALES	\$ 185.00	\$ 1,339.19	\$ 368.18	\$ 2,622.09	\$ 2,227.79	\$ 3,779.99
								TRAIL & CART FEES	\$ 1,034.53			\$ 125.00	\$ -	\$ 45.36
								DRIVING RANGE	11747.23	\$ 12,392.65	\$ 11,756.48	\$ 11,097.02	\$ 8,822.99	\$ 9,094.75
								RENTALS/SERVICES	33307.75	\$ 26,776.59	\$ 26,339.25	\$ 26,510.48	\$ 20,956.59	\$ 15,847.56
								CONCESSIONS	31502.7	\$ 33,140.60	\$ 34,342.86	\$ 30,162.67	\$ 18,142.83	\$ 28,119.39
								MERCHANDISE	39988.09	\$ 41,413.73	\$ 41,189.75	\$ 37,463.25	\$ 33,198.99	\$ 25,740.05
								TOURNAMENTS	2664.2	\$ -	\$ 2,289.55			
								GIFT CARDS	5187.87	\$ 4,313.00	\$ 4,102.00	\$ 4,483.17	\$ 5,101.00	\$ 4,635.25
Monthly Totals	6,767	7,012	6,533	7,396	7,420	5,947		Monthly Totals	\$ 248,513.19	\$ 236,282.77	\$ 223,035.64	\$ 204,814.76	\$ 170,699.28	\$ 152,500.63
Cart Rental	3,775	3813	3716	4006	3,543			Sales Tax	\$ 19,573.51	\$ 18,814.23	\$ 17,427.58	\$ 15,989.00	\$ 13,109.88	
								TOTAL	\$ 268,086.70	\$ 255,097.00	\$ 240,463.22	\$ 220,803.76	\$ 183,809.16	

YEAR TO DATE COMPARISONS														
	2024	2023	2022	2021	2020	2019		2024	2023	2022	2021	2020	2019	
18 HOLE	12,636	12,700	10,251	12,651	8,789	10,383		PLAY REVENUES	\$ 426,778.21	\$ 394,346.29	\$ 308,617.43	\$ 314,625.32	\$ 212,539.32	\$ 237,741.84
9 HOLE	5,560	5,916	5,070	5,759	4,648	4,180		PAR 3 REVENUES	\$ 8,274.72	\$ 7,782.48	\$ 6,214.32	\$ 8,404.56	\$ 5,611.28	\$ 6,237.00
PAR 3	1,272	7,606	8,393	9,336	7,364	6,420		SEASON PASSES	\$ 109,227.03	\$ 104,506.44	\$ 99,689.51	\$ 129,205.42	\$ 111,694.78	\$ 118,616.24
PASS PLAY	6,716	1,305	1,062	1,508	1,025	959		TRAIL & CART FEES	\$ 20,851.60	\$ 16,860.73	\$ 19,669.47	\$ 21,101.13	\$ 21,161.16	\$ 27,036.11
Y-T-D PLAYS	26,184	27,527	24,776	29,254	21,826	21,942		DRIVING RANGE	\$ 56,636.62	\$ 51,223.54	\$ 43,954.13	\$ 48,526.09	\$ 30,596.89	\$ 37,016.36
								RENTALS/SERVICES	\$ 117,118.31	\$ 100,017.33	\$ 88,994.76	\$ 95,114.50	\$ 59,701.04	\$ 58,063.49
Cart Rental Y-T-D	12,868	13,206	11,482	13,569	9,044			CONCESSIONS	\$ 113,641.08	\$ 126,247.84	\$ 107,044.64	\$ 101,737.03	\$ 49,405.03	\$ 94,498.48
								MERCHANDISE	\$ 158,625.63	\$ 158,403.11	\$ 141,608.79	\$ 148,674.30	\$ 89,946.51	\$ 87,713.90
								TOURNAMENTS	\$ 9,289.04	\$ 12,194.37	\$ 7,199.08	\$ 666.05	\$ 231.25	
								GIFT CARDS	\$ 25,739.71	\$ 22,934.40	\$ 21,756.00	\$ 21,901.49	\$ 13,439.00	\$ 12,397.94
								Full YTD Total	\$ 1,046,181.95	\$ 994,516.53	\$ 837,549.05	\$ 889,955.89	\$ 594,326.26	\$ 679,321.36
								Sales Tax YTD	\$ 82,310.19	\$ 7,855.66	\$ 65,825.85	\$ 69,218.05	\$ 46,454.22	
								TOTAL YTD	\$ 1,128,492.14	\$ 1,002,372.19	\$ 903,374.90	\$ 959,173.94	\$ 640,780.48	

Rentals/Services = Power/Pull Cart-Club Rentals-Repairs

MINT VALLEY GOLF COURSE PLAY & REVENUE REPORT AUGUST 2024														
PLAYS	2024	2023	2022	2021	2020	2019		REVENUES	2024	2023	2022	2021	2020	2019
18 HOLE	2,963	3,077	3,256	3,529	3,576	3,311		18 HOLE	\$ 86,449.25	\$ 73,132.88	\$ 73,633.02	\$67,396.15	\$65,363.08	\$54,867.47
9 HOLE	1,761	1,210	1,434	1,229	1,438	855		9 HOLE	\$ 26,460.78	\$ 19,154.40	\$ 20,840.16	\$16,152.63	\$17,452.11	\$10,416.25
PAR 3	368	361	329	320	398	317		PAR 3	\$ 2,493.80	\$ 2,054.16	\$ 1,989.36	\$1,885.68	\$2,293.92	\$1,778.00
PASS PLAY	1,362	1,469	1,616	1,550	1,888	1,485		PASS SALES	\$ 1,202.56	\$ 367.84	\$ -	\$0.00	\$926.66	\$0.00
								TRAIL & CART FEES			\$ -	\$25.92	\$208.14	\$19.44
								DRIVING RANGE	\$ 13,243.09	10098.96	10872.84	\$9,644.45	\$8,770.36	\$9,094.75
								RENTALS/SERVICES	\$ 32,345.53	23492.12	24255.4	\$22,446.19	\$22,504.61	\$15,847.56
								CONCESSIONS	\$ 31,865.11	26744.87	33611.28	\$26,724.78	\$18,165.24	\$28,119.39
								MERCHANDISE	\$ 41,872.00	36508.57	35877.08	\$32,883.31	\$33,734.28	\$25,740.05
								TOURNAMENTS	\$ 5,000.00	4621.07		\$0.00		
								GIFT CARDS	\$ 7,657.50	8555.14	6991	\$3,852.00	\$4,643.97	\$4,635.25
Monthly Totals	6,454	6,117	6,635	6,628	7,300	5,968		Monthly Totals	\$ 248,589.62	\$ 204,730.01	\$ 208,070.14	\$ 181,011.11	\$ 174,062.37	\$ 150,518.16
Cart Rental	3,648	3,264	3,506	3,651	3,705			Sales Tax	\$ 19,357.87	\$15,914.17	\$16,029.70	\$14,064.81	\$13,540.76	
								TOTAL	\$267,947.49	\$220,644.18	\$224,099.84	\$195,075.92	\$187,603.13	

YEAR TO DATE COMPARISONS														
	2024	2023	2022	2021	2020	2019			2024	2023	2022	2021	2020	2019
18 HOLE	15,599	15,777	13,507	16,180	12,365	13,694		PLAY REVENUES	\$ 539,688.24	\$ 486,633.57	\$ 403,090.61	\$ 398,174.10	\$ 295,354.51	\$ 303,025.56
9 HOLE	7,321	7,126	6,504	6,988	6,086	5,035		PAR 3 REVENUES	\$ 10,768.52	\$ 9,836.64	\$ 8,203.68	\$ 10,290.24	\$ 7,905.20	\$ 8,015.00
PAR 3	1,640	1,666	1,391	1,828	1,423	1,276		SEASON PASSES	\$ 110,429.59	\$ 104,874.28	\$ 99,689.51	\$ 129,205.42	\$ 112,621.44	\$ 118,616.24
PASS PLAY	8,078	9,075	10,009	10,886	9,252	7,905		TRAIL & CART FEES	\$ 20,851.60	\$ 16,860.73	\$ 19,669.47	\$ 21,127.05	\$ 21,369.30	\$ 27,055.55
Y-T-D PLAYS	32,638	33,644	31,411	35,882	29,126	27,910		DRIVING RANGE	\$ 69,879.71	\$ 61,322.50	\$ 54,826.97	\$ 58,170.54	\$ 39,367.25	\$ 45,113.86
								RENTALS/SERVICES	\$ 149,463.84	\$ 123,509.45	\$ 113,250.16	\$ 117,560.69	\$ 81,959.64	\$ 74,207.58
Cart Rental Y-T-D	16,516	16,470	14,988	17,220	12,749			CONCESSIONS	\$ 145,506.19	\$ 152,992.71	\$ 140,655.92	\$ 128,461.81	\$ 67,573.04	\$ 122,656.11
								MERCHANDISE	\$ 200,497.63	\$ 194,910.68	\$ 177,485.87	\$ 181,557.61	\$ 121,579.32	\$ 115,119.18
								TOURNAMENTS	\$ 14,289.04	\$ 16,815.44	\$ 7,199.08	\$ 666.05	\$ 231.25	\$ 700.00
								GIFT CARDS	\$ 33,397.21	\$ 31,489.54	\$ 28,747.00	\$ 25,753.49	\$ 17,732.97	\$ 15,027.94
								Full YTD Total	\$ 1,294,771.57	\$ 1,199,245.54	\$ 1,045,619.19	\$ 1,070,967.00	\$ 765,693.92	\$ 829,537.02
								Sales Tax YTD	\$ 101,668.06	\$94,468.83	\$81,855.55	\$83,282.86	\$59,994.98	
								TOTAL YTD	\$1,396,439.63	\$1,293,714.37	\$1,127,474.74	\$1,154,249.86	\$ 825,688.90	

Rentals/Services = Power/Pull Cart-Club Rentals-Repairs

MINT VALLEY GOLF COURSE PLAY & REVENUE REPORT SEPTEMBER 2024														
PLAYS	2024	2023	2022	2021	2020	2019		REVENUES	2024	2023	2022	2021	2020	2019
18 HOLE	2,376	2,393	2,801	2,461	2,738	1,832		18 HOLE	\$ 62,345.78	\$ 59,228.92	\$ 63,721.53	\$ 47,396.07	\$ 48,619.17	\$ 32,914.80
9 HOLE	906	672	1,062	997	937	455		9 HOLE	\$ 15,176.03	\$ 10,708.45	\$ 16,028.26	\$ 12,768.99	\$ 11,247.00	\$ 5,597.00
PAR 3	178	175	204	180	188	136		PAR 3	\$ 1,235.80	\$ 1,082.16	\$ 1,224.72	\$ 1,095.12	\$ 1,108.08	\$ 931.00
PASS PLAY	1,056	976	1,156	1,222	1,355	1,182		PASS SALES	\$ -	\$ 392.79	\$ 1,850.15	\$ 2,220.18		\$ 1,220.00
								TRAIL & CART FEES	\$ -				\$ 531.92	\$ 19.44
								DRIVING RANGE	\$ 8,180.96	6170.56	7133.57	\$ 6,045.16	6400.61	3883.95
								RENTALS/SERVICES	\$ 23,210.68	16881.13	20019.71	\$ 16,248.54	\$ 16,261.94	\$ 8,094.08
								CONCESSIONS	\$ 21,888.15	20311.02	25333.35	\$ 18,598.43	\$ 13,947.71	\$ 15,034.31
								MERCHANDISE	\$ 27,562.30	22385.64	28671.82	\$ 27,375.10	\$ 25,155.20	\$ 17,223.90
								TOURNAMENTS	\$ 6,708.25	0	4685.47	\$ 0.00		\$ 87.00
								GIFT CARDS	\$ 5,228.92	4031	3396	\$ 2,170.00	\$ 3,749.92	\$ 1,760.00
Monthly Totals	4,516	4,216	5,223	4,860	5,218	3,605		Monthly Totals	\$ 171,536.87	\$ 141,191.67	\$ 172,064.58	\$ 133,917.59	\$ 127,021.55	\$ 86,765.48
Cart Rental	2,449	2,304	2,803	2,537	2,670			Sales Tax	\$ 13,345.56	\$ 15,775.15	\$ 13,740.34	\$ 10,516.09	\$ 9,865.31	
								TOTAL	\$ 184,882.43	\$ 156,966.82	\$ 185,804.92	\$ 144,433.68	\$ 136,886.86	

YEAR TO DATE COMPARISONS														
	2024	2023	2022	2021	2020	2019		2024	2023	2022	2021	2020	2019	
18 HOLE	17,975	18,170	16,308	18,641	15,103	15,526		PLAY REVENUES	\$ 617,210.05	\$ 556,570.94	\$ 482,840.40	\$ 458,339.16	\$ 355,220.68	\$ 341,537.36
9 HOLE	8,227	7,798	7,566	7,985	7,023	5,490		PAR 3 REVENUES	\$ 12,004.32	\$ 10,918.80	\$ 9,428.40	\$ 11,385.36	\$ 9,013.28	\$ 8,946.00
PAR 3	1,818	1,841	1,595	2,008	1,611	1,412		SEASON PASSES	\$ 110,429.59	\$ 105,267.07	\$ 101,539.66	\$ 131,425.60	\$ 112,621.44	\$ 119,836.24
PASS PLAY	9,134	10,051	11,165	12,108	10,607	9,087		TRAIL & CART FEES	\$ 20,851.60	\$ 16,860.73	\$ 19,669.47	\$ 21,127.05	\$ 21,901.22	\$ 27,074.99
Y-T-D PLAYS	37,154	37,860	36,634	40,742	34,344	31,515		DRIVING RANGE	\$ 78,060.67	\$ 67,493.06	\$ 61,960.54	\$ 64,215.70	\$ 45,767.86	\$ 48,997.81
								RENTALS/SERVICES	\$ 172,674.52	\$ 140,390.58	\$ 133,269.87	\$ 133,809.23	\$ 98,221.58	\$ 82,301.66
Cart Rental Y-T-D	18,965	18,774	17,791	19,757	15,419			CONCESSIONS	\$ 167,394.34	\$ 173,303.73	\$ 165,989.27	\$ 147,060.24	\$ 81,520.75	\$ 137,690.42
								MERCHANDISE	\$ 228,059.93	\$ 217,296.32	\$ 206,157.69	\$ 208,932.71	\$ 146,734.52	\$ 132,343.08
								TOURNAMENTS	\$ 20,997.29	\$ 16,815.44	\$ 11,884.55	\$ 666.05	\$ 231.25	\$ 787.00
								GIFT CARDS	\$ 38,626.13	\$ 35,520.54	\$ 32,143.00	\$ 27,923.49	\$ 21,482.89	\$ 16,787.94
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs								Full YTD Total	\$ 1,466,308.44	\$ 1,340,437.21	\$ 1,212,998.30	\$ 1,204,884.59	\$ 892,715.47	\$ 916,302.50
								Sales Tax YTD	\$ 115,013.62	\$ 110,244.36	\$ 95,325.89	\$ 93,798.95	\$ 69,860.29	
								TOTAL YTD	\$ 1,581,322.06	\$ 1,450,681.57	\$ 1,308,324.19	\$ 1,298,683.54	\$ 962,575.76	



WINTER RATES

RATES ARE 7 DAYS A WEEK AND DO NOT INCLUDE TAX

TIME OF DAY	HOLES	WALKING
OPEN - 1:00	18 HOLES	\$37.00
OPEN - 1:00	9 HOLES	\$24.00
SENIOR/MILITARY	18 HOLES	\$32.00
AFTER 1:00	18 HOLES	\$30.00
AFTER 1:00	9 HOLES	\$20.00
JUNIORS	9/18	\$10/\$15

RATES FOR OCT 16, 2024 - MARCH 31, 2025

CARTS
\$9 (9-HOLE) | \$18 (18-HOLE)