



# City of Longview

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

## Agenda

### Mint Valley Golf Advisory Board

Wednesday, July 16, 2025

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, July 16th 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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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
2. APPROVAL OF MINUTES  
25-00393 DRAFT Meeting Minutes 04.16.2025
3. CONSTITUENT COMMENTS
4. BOARD MEMBER COMMENTS
5. REPORTS  
25-00682 A. Pro Shop Operations Report  
B. Director's Report
6. OLD BUSINESS  
25-00684 A. Golf Course Reorganization/New Employee (Update/Info & Discussion Only)
7. NEW BUSINESS
8. ADJOURNMENT



Minutes

Agenda

Mint Valley Golf Advisory Board

Wednesday, April 16, 2025

4:00 PM

Recreation Office, 2920 Douglas

1. HYBRID MEETING

25- NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Mint Valley  
0037 Golf Advisory Board of the City of Longview, Washington, will be holding a meeting on  
2 April 16, 2025 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**

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2. ROLL CALL

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

*Members Absent: Jordan Slach*

*Constituents Present: N/A*

*Staff Present: Jennifer Wills, Melissa Harbour, Mark McKeirnan*

*Council Member Present: Angie Wean*

**3. APPROVAL OF MINUTES****25-00133 MVGAB Draft Meeting Minutes - 01.29.2025**

*A motion was made by Board Member Hash and seconded by Board Member Burns to accept the minutes with the following changes to the roll call section; Board Member Director Ken Hash, remove the "Director" portion. Add Board Member Jordan Burns instead of the name only. The motion passed with the following vote: Ayes: Kenneth Pence, Jordan Burns, Ken Hash Nays: None Abstain: None Yes 3, No 0, Abstained 0 Board Member Dexter had not arrived in time to vote.*

**4. CONSTITUENT COMMENTS**

*N/A*

**5. BOARD MEMBER COMMENTS**

*Board Member Kami Dexter provided comment.*

**6. REPORTS****25-00373 A. Pro Shop Operations Report****B. Directors Report (Jan & Feb Embedded, March Handout)**

*Mark McKeirnan provided a verbal report on the pro shop for March & April 2025.  
Jennifer Wills provided a verbal report.*

**7. OLD BUSINESS**

*N/A*

**8. NEW BUSINESS****25-00374 A. Proposed Golf Course Reorganization (Information & Discussion Only)****9. ADJOURNMENT**

**25-00375 Next meeting scheduled for July 16, 2025 at 4:00 PM**

MINT VALLEY GOLF COURSE   PLAY & REVENUE REPORT   APRIL 2025																
PLAYS	2025	2024	2023	2022	2021	2020	2019		REVENUES	2025	2024	2023	2022	2021	2020	2019
18 HOLE	2,208	1,880	1498	956	2,107	0	976		18 HOLE	\$ 73,760.44	\$ 49,736.48	\$ 36,845.55	\$ 23,475.62	\$40,329.86	\$0.00	\$19,555.46
9 HOLE	935	839	618	488	1,017	0	619		9 HOLE	\$ 19,804.52	\$ 14,722.91	\$ 9,951.62	\$ 7,339.04	\$12,362.88	\$0.00	\$9,410.54
PAR 3	195	163	137	92	224	0	73		PAR 3	\$ 1,443.00	\$ 1,102.60	\$ 816.48	\$ 531.36	\$1,283.04	\$0.00	\$511.00
PASS PLAY	907	968	851	1,431	1,659	0	717		PASS SALES	\$ 64,855.00	\$ 65,224.44	\$ 60,298.72	\$ 42,430.10	\$42,922.34	\$0.00	\$15,732.50
									TRAIL & CART FEES	\$ 7,269.36	\$ 11,321.87	\$ 9,682.06	\$ 7,550.95	\$5,527.34	\$0.00	\$5,240.00
									DRIVING RANGE	\$ 11,827.15	\$ 7,696.06	\$ 7,709.22	5840.6	\$8,712.26	\$0.00	\$4,653.04
									RENTALS/SERVICES	\$ 22,425.49	\$ 17,848.37	\$ 13,465.28	10909.27	\$16,720.79	\$0.00	\$5,264.69
									CONCESSIONS	\$ 21,384.17	\$ 15,067.64	\$ 13,383.18	11652.58	\$16,619.63	\$0.00	\$12,744.82
									MERCHANDISE	\$ 25,349.53	\$ 27,864.86	\$ 19,698.47	17713.87	\$24,504.96	\$0.00	\$10,578.46
									TOURNAMENTS		\$ -	\$ 92.51	0	\$666.05	\$0.00	
									GIFT CARDS	\$ 6,745.19	\$ 4,650.53	\$ 3,445.40	1550	\$4,975.30	\$0.00	\$2,230.00
Monthly Totals	4,245	3,850	3,104	2,967	5,007	0	2,385		Monthly Totals	\$254,863.85	\$ 215,235.76	\$ 175,388.49	\$ 128,993.39	\$ 174,624.45	\$ -	\$ 85,920.51
Cart Rental	2,162	1,811	1,443	970	2,229	-			Sales Tax	\$20,139.26	\$ 17,012.82	\$13,919.49	\$10,262.30	\$13,582.22	\$0.00	
									TOTAL	\$275,003.11	\$232,248.58	\$189,307.98	\$139,255.69	\$188,206.67	\$0.00	

YEAR TO DATE COMPARISONS																
	2025	2024	2023	2022	2021	2020	2019		2025	2024	2023	2022	2021	2020	2019	
18 HOLE	4,189	3,979	3,535	3,222	4,076	958	2,294		PLAY REVENUES	\$ 172,301.96	\$ 127,193.07	\$ 102,883.22	\$ 93,433.71	\$ 97,370.43	\$ 27,744.02	\$ 68,383.03
9 HOLE	1,886	1,770	1,654	1,707	2,024	908	1,944		PAR 3 REVENUES	\$ 2,649.20	\$ 2,073.52	\$ 1,801.44	\$ 1,762.56	\$ 2,417.04	\$ 816.48	\$ 1,694.00
PAR 3	358	330	303	291	419	143	242		SEASON PASSES	\$ 117,846.00	\$ 84,240.96	\$ 78,418.12	\$ 70,439.31	\$ 107,868.83	\$ 83,121.36	\$ 104,865.00
PASS PLAY	2,923	2,879	3,031	3,309	4,178	2,124	2,229		TRAIL & CART FEES	\$ 16,136.07	\$ 15,435.36	\$ 14,469.34	\$ 15,229.08	\$ 19,889.18	\$ 12,234.16	\$ 27,175.00
Y-T-D PLAYS	9,356	8,958	8,523	8,529	10,697	4,133	6,709		DRIVING RANGE	\$ 28,462.62	\$ 20,878.97	\$ 18,241.68	\$ 17,679.93	\$ 19,859.23	\$ 6,944.39	\$ 12,639.11
									RENTALS/SERVICES	\$ 50,513.17	\$ 36,378.46	\$ 30,417.99	\$ 32,013.36	\$ 34,966.80	\$ 11,146.38	\$ 16,075.36
Cart Rental Y-T-D	4,145	3,773	3,476	3,535	4,134	1,250			CONCESSIONS	\$ 40,214.58	\$ 34,555.36	\$ 35,522.50	\$ 31,435.04	\$ 30,029.57	\$ 10,122.59	\$ 23,129.12
									MERCHANDISE	\$ 47,080.06	\$ 55,437.51	\$ 49,107.88	\$ 39,357.87	\$ 47,977.69	\$ 10,703.76	\$ 22,074.51
									TOURNAMENTS	\$ -	\$ 1,500.00	\$ 101.76	\$ -	\$ 666.05	\$ 231.25	\$ -
									GIFT CARDS	\$ 11,526.49	\$ 10,328.62	\$ 7,430.40	\$ 4,062.00	\$ 9,488.20	\$ 840.00	\$ 3,059.00
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs									Full YTD Total	\$ 486,730.15	\$ 388,021.83	\$ 338,394.33	\$ 305,412.86	\$ 370,533.02	\$ 163,904.39	\$ 279,094.13
									Sales Tax YTD	\$38,305.49	\$ 30,649.64	\$26,529.85	\$26,320.36	\$28,725.02	\$13,108.92	
									TOTAL YTD	\$525,035.64	\$418,671.47	\$364,924.18	\$331,733.22	\$399,258.04	\$ 177,013.31	

**MINT VALLEY GOLF COURSE | PLAY & REVENUE REPORT | MAY 2025**

PLAYS	2025	2024	2023	2022	2021	2020	2019		REVENUES	2025	2024	2023	2022	2021	2020	2019
18 HOLE	2,549	2,382	2,504	1599	2,430	1,772	2,089		18 HOLE	\$ 85,988.09	\$ 60,869.36	\$ 59,728.45	\$ 37,785.60	\$47,452.41	\$33,464.13	\$37,907.85
9 HOLE	1,228	988	1,346	749	1,079	893	787		9 HOLE	\$ 25,296.42	\$ 16,649.64	\$ 21,446.31	\$ 11,321.91	\$14,390.19	\$10,750.67	\$9,715.08
PAR 3	260	195	244	168	264	236	137		PAR 3	\$ 1,924.00	\$ 1,296.00	\$ 1,516.32	\$ 965.52	\$1,529.28	\$1,095.12	\$882.00
PASS PLAY	1,231	1,243	1,471	1,277	1,549	1,578	1,247		PASS SALES	\$ 7,095.00	\$ 24,801.07	\$ 24,197.37	\$ 28,333.45	\$12,409.41	\$21,953.39	\$7,178.75
									TRAIL & CART FEES	\$ 1,109.06	\$ 3,327.18	\$ 1,859.97	\$ 4,995.42	\$531.92	\$6,799.32	\$1,390.00
									DRIVING RANGE	\$ 13,573.58	\$ 10,553.70	\$ 9,575.69	\$ 6,739.27	\$8,771.34	\$6,488.20	\$7,132.50
									RENTALS/SERVICES	\$ 23,620.63	\$ 20,479.16	\$ 19,845.64	\$ 12,286.66	\$15,852.64	\$11,443.05	\$8,801.88
									CONCESSIONS	\$ 25,760.37	\$ 21,262.52	\$ 26,435.79	\$ 17,178.95	\$19,478.47	\$7,007.32	\$17,285.60
									MERCHANDISE	\$ 29,526.37	\$ 27,754.95	\$ 32,271.90	\$ 27,306.74	\$32,590.85	\$19,104.35	\$15,701.02
									TOURNAMENTS	\$ 1,801.98	\$ 700.00	\$ 1,000.00	\$ 2,581.70	\$0.00		
									GIFT CARDS	\$ 12,763.88	\$ 2,130.00	\$ 3,825.00	\$ 6,390.00	\$3,975.12	\$2,620.00	\$974.22
<b>Monthly Totals</b>	<b>5,268</b>	<b>4,808</b>	<b>5,565</b>	<b>3,793</b>	<b>5,322</b>	<b>4,479</b>	<b>4,260</b>		<b>Monthly Totals</b>	<b>\$ 228,459.38</b>	<b>\$ 189,823.58</b>	<b>\$ 201,702.44</b>	<b>\$ 155,885.22</b>	<b>\$ 156,981.63</b>	<b>\$ 120,725.55</b>	<b>\$ 106,968.90</b>
Cart Rental	2,648	2,306	2,645	1,720	2,545	1,661			Sales Tax	\$ 17,484.25	\$ 15,047.75	\$16,084.99	\$ 11,931.63	\$12,227.05	\$9,491.55	
									<b>TOTAL</b>	<b>\$ 245,943.63</b>	<b>\$204,871.33</b>	<b>\$217,787.43</b>	<b>\$167,816.85</b>	<b>\$169,208.68</b>	<b>\$130,217.10</b>	

**YEAR TO DATE COMPARISONS**

	2025	2024	2023	2022	2021	2020	2019		2025	2024	2023	2022	2021	2020	2019	
18 HOLE	6,738	6,361	6,039	4,821	6,506	2,730	4,383		PLAY REVENUES	\$ 283,586.47	\$ 204,712.07	\$ 184,057.98	\$ 142,541.22	\$ 159,213.03	\$ 71,958.82	\$ 116,005.96
9 HOLE	3,114	2,758	3,000	2,456	3,103	1,801	2,731		PAR 3 REVENUES	\$ 4,573.20	\$ 3,369.52	\$ 3,317.76	\$ 2,728.08	\$ 3,946.32	\$ 1,911.60	\$ 2,576.00
PAR 3	618	525	547	459	683	379	379		SEASON PASSES	\$ 124,941.00	\$ 109,042.03	\$ 102,615.49	\$ 98,772.76	\$ 120,278.24	\$ 105,074.75	\$ 112,043.75
PASS PLAY	4,154	4,122	4,502	4,586	5,727	3,702	3,476		TRAIL & CART FEES	\$ 17,245.13	\$ 18,762.54	\$ 16,329.31	\$ 20,224.50	\$ 20,421.10	\$ 19,033.48	\$ 28,565.00
<b>Y-T-D PLAYS</b>	<b>14,624</b>	<b>13,766</b>	<b>14,088</b>	<b>12,322</b>	<b>16,019</b>	<b>8,612</b>	<b>10,969</b>		DRIVING RANGE	\$ 42,036.20	\$ 31,432.67	\$ 27,817.37	\$ 24,419.20	\$ 28,630.57	\$ 13,432.59	\$ 19,771.61
									RENTALS/SERVICES	\$ 74,133.80	\$ 56,857.62	\$ 50,263.63	\$ 44,300.02	\$ 50,819.44	\$ 23,150.01	\$ 24,877.24
<b>Cart Rental Y-T-D</b>	<b>6,793</b>	<b>6,079</b>	<b>6,121</b>	<b>5,255</b>	<b>6,679</b>	<b>2,911</b>			CONCESSIONS	\$ 65,974.95	\$ 55,817.88	\$ 61,958.29	\$ 48,613.99	\$ 49,508.04	\$ 17,129.91	\$ 40,414.72
									MERCHANDISE	\$ 76,606.43	\$ 83,192.46	\$ 81,379.78	\$ 66,664.61	\$ 80,568.54	\$ 29,808.11	\$ 37,775.53
									TOURNAMENTS	\$ 1,801.98	\$ 2,200.00	\$ 1,101.76	\$ 2,581.70	\$ 666.05	\$ 231.25	\$ -
									GIFT CARDS	\$ 24,290.37	\$ 12,458.62	\$ 11,255.40	\$ 10,452.00	\$ 13,463.32	\$ 3,460.00	\$ 4,033.22
Rentals/Services = Power/Pull Cart-Club Rentals-Repairs									<b>Full YTD Total</b>	<b>\$ 715,189.53</b>	<b>\$ 577,845.41</b>	<b>\$ 540,096.77</b>	<b>\$ 458,716.38</b>	<b>\$ 527,514.65</b>	<b>\$ 285,190.52</b>	<b>\$ 386,063.03</b>
									<b>Sales Tax YTD</b>	<b>\$ 55,789.74</b>	<b>\$ 45,697.39</b>	<b>\$42,614.84</b>	<b>\$36,139.78</b>	<b>\$40,952.07</b>	<b>\$22,730.08</b>	
									<b>TOTAL YTD</b>	<b>\$770,979.27</b>	<b>\$623,542.80</b>	<b>\$582,711.61</b>	<b>\$494,856.16</b>	<b>\$568,466.72</b>	<b>\$ 307,920.60</b>	

MINT VALLEY GOLF COURSE   PLAY & REVENUE REPORT   JUNE 2025																
PLAYS	2025	2024	2023	2022	2021	2020	2019		REVENUES	2025	2024	2023	2022	2021	2020	2019
18 HOLE	3,168	2,743	3,020	2,302	2,466	2,575	2,847		18 HOLE	\$ 110,299.53	\$ 79,953.61	\$ 72,836.24	\$ 49,214.17	\$50,523.32	\$45,855.32	\$45,694.00
9 HOLE	1,614	1,281	1,507	1,132	1,210	1,284	1,006		9 HOLE	\$ 31,919.15	\$ 21,849.15	\$ 23,013.94	\$ 16,521.35	\$15,149.33	\$14,685.77	\$12,896.60
PAR 3	302	377	344	199	343	260	260		PAR 3	\$ 2,234.80	\$ 2,434.60	\$ 1,995.84	\$ 1,179.36	\$1,846.80	\$1,490.00	\$1,568.00
PASS PLAY	1,218	1,250	1,556	2,288	1,820	1,675	1,388		PASS SALES	\$ 1,698.00	\$ -	\$ 551.76	\$ 548.57	\$6,335.09	\$4,392.24	\$2,792.50
									TRAIL & CART FEES	\$ 554.53	\$ 1,054.53	\$ 531.42		\$555.03	\$2,127.68	\$160.75
									DRIVING RANGE	\$ 15,031.36	\$ 13,456.72	\$ 11,013.52	\$ 7,778.45	\$8,798.50	\$8,341.71	\$8,150.00
									RENTALS/SERVICES	\$ 30,880.34	\$ 27,002.92	\$ 22,977.11	\$ 17,800.46	\$17,754.58	\$15,724.99	\$15,718.69
									CONCESSIONS	\$ 29,499.47	\$ 26,320.50	\$ 31,148.95	\$ 24,087.79	\$22,066.32	\$14,132.29	\$25,964.37
									MERCHANDISE	\$36,848.15	\$ 35,487.66	\$ 35,609.60	\$ 33,803.07	\$30,642.51	\$26,611.98	\$24,198.32
									TOURNAMENTS	\$ 0.54	\$ 4,424.84	\$ 11,092.61	\$ 2,327.83	\$ -	\$0.00	\$ -
									GIFT CARDS	\$ 8,216.22	\$ 8,093.22	\$ 7,366.00	\$ 7,202.00	\$3,955.00	\$4,878.00	\$3,729.47
Monthly Totals	6,302	5,651	6,427	5,921	5,839	5,794	5,501		Monthly Totals	\$ 267,182.09	\$ 220,077.75	\$ 218,136.99	\$ 160,463.05	\$ 157,626.48	\$ 138,239.98	\$ 140,872.70
Cart Rental	3,453	3,014	3,272	2,511	2,884	2,590			Sales Tax	\$ 21,010.11	\$ 17,059.83	\$ 17,125.59	\$ 12,258.49	\$12,276.98	\$10,616.88	
									TOTAL	\$288,192.20	\$237,137.58	\$235,262.58	\$172,721.54	\$169,903.46	\$148,856.86	

YEAR TO DATE COMPARISONS																
	2025	2024	2023	2022	2021	2020	2019			2025	2024	2023	2022	2021	2020	2019
18 HOLE	9,906	9,104	9,059	7,123	8,972	5,305	7,230		PLAY REVENUES	\$ 425,805.15	\$ 306,514.83	\$ 279,908.16	\$ 208,276.74	\$ 224,885.68	\$ 132,499.91	\$ 174,596.56
9 HOLE	4,728	4,039	4,507	3,588	4,313	3,085	3,737		PAR 3 REVENUES	\$ 6,808.00	\$ 5,804.12	\$ 5,313.60	\$ 3,907.44	\$ 5,793.12	\$ 3,401.60	\$ 4,144.00
PAR 3	920	902	891	658	1,026	639	639		SEASON PASSES	\$ 126,639.00	\$ 109,042.03	\$ 103,167.25	\$ 99,321.33	\$ 126,613.33	\$ 109,466.99	\$ 114,836.25
PASS PLAY	5,372	5,372	6,058	6,874	7,547	5,377	4,864		TRAIL & CART FEES	\$ 17,799.66	\$ 19,817.07	\$ 16,860.73	\$ 20,224.50	\$ 20,976.13	\$ 21,161.16	\$ 28,725.75
Y-T-D PLAYS	20,926	19,417	20,515	18,243	21,858	14,406	16,470		DRIVING RANGE	\$ 57,067.56	\$ 44,889.39	\$ 38,830.89	\$ 32,197.65	\$ 37,429.07	\$ 21,774.30	\$ 27,921.61
									RENTALS/SERVICES	\$ 105,014.14	\$ 83,860.54	\$ 73,240.74	\$ 62,100.48	\$ 68,574.02	\$ 38,875.00	\$ 40,595.93
Cart Rental Y-T-D	10,246	9,093	9,393	7,766	9,563	5,501			CONCESSIONS	\$ 95,474.42	\$ 82,138.38	\$ 93,107.24	\$ 72,701.78	\$ 71,574.36	\$ 31,262.20	\$ 66,379.09
									MERCHANDISE	\$ 113,454.58	\$ 118,680.12	\$ 116,989.38	\$ 100,467.68	\$ 111,211.05	\$ 56,420.09	\$ 61,973.85
									TOURNAMENTS	\$ 1,802.52	\$ 6,624.84	\$ 12,194.37	\$ 4,909.53	\$ 666.05	\$ 231.25	\$ -
									GIFT CARDS	\$ 32,506.59	\$ 20,551.84	\$ 18,621.40	\$ 17,654.00	\$ 17,418.32	\$ 8,338.00	\$ 7,762.69
									Full YTD Total	\$ 982,371.62	\$ 797,923.16	\$ 758,233.76	\$ 616,851.60	\$ 685,141.13	\$ 423,430.50	\$ 526,935.73
									Sales Tax YTD	\$76,799.85	\$62,757.22	\$59,740.43	\$48,398.27	\$53,229.05	\$33,346.96	
									TOTAL YTD	\$1,059,171.47	\$860,680.38	\$817,974.19	\$665,249.87	\$738,370.18	\$ 456,777.46	

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