

GOLF COMMISSION MEETING MINUTES
Monday, February 17, 2003
City Hall – Civic Center

Members Present: Egli (Arrived at 5:34), Klamfoth, Murray, Striepe, Van Daalen (Left at 7:04)

Members Absent: None

Staff Present: Ray, Iverson, Snook, Quigley, Timmins

Council Present: Patsy Reed, Gary Boorum

Visitors Present: Steve Kemming, Waverly Light & Power;
Mike Trachta, Waverly Municipal Hospital

Summary of Formal Action: The meeting was called to order at 5:31 p.m. Minutes were approved as written.

Council Communication None

Regular Business

1. Request for Hospital to Locate Detention Area on the Course – Mike Trachta, CEO of the Waverly Municipal Hospital, was present to discuss the new hospital project. He stated Waverly Municipal Design Standards require the project to have water retention to offset the permeable area lost due to construction. The amount of retention needed is 63,000 cubic feet.

The Hospital is requesting the Commission's consideration of locating a water retention or detention pond on the Golf Course. The location would be adjacent to the southeast corner of the hospital's property, affecting holes 13 and 14. Mr. Trachta stated the pond would not have to be installed until more parking areas are needed and built, which may be 5 or 10 years from now.

The Commission discussed whether other alternatives are possible. They feel a significant amount of money has been spent on the golf course and it should not be altered in the near future. The Commission would like a golf course architect to review the plans to determine what drainage, safety, and playability issues might arise. Staff requested information regarding what elevations would have to be so that an informed decision could be made. Staff will forward Golf Course Project plans to the hospital so they can use the topographic data to better estimate required retention.

2. Waverly Light & Power Access Road Report- Steve Kemming of Waverly Light & Power was present to discuss the access road to maintain the transmission and distribution line. This line feeds electricity to the entire southwest side of Waverly. A service road would make the area more accessible as Waverly Light & Power is responsible for tree trimming and maintenance. Mr. Kemming stated they usually need access twice a year and oftentimes, the weather conditions are poor. Discussion followed regarding the railroad right-of-way.

Superintendent Snook informed the Commission that a product called Terracell is filled with soil and sand and able to support the utility vehicles. This material is expensive and would require irrigation. Staff suggested using the material on sensitive areas around greens and tees rather than the entire distance. The Commission discussed the negative effects this project would have on the trees in this area.

Waverly Light & Power has received estimates and are planning to use the same contractor that constructed the cart paths for the renovation project. Staff mentioned that much of the access road could double as cart path. Mr. Kemming feels this project could be completed in late October as long as there isn't frost on the ground. Staff reminded the Commission that this line is important and access for maintenance is not optional.

The Commission requests that Waverly Light & Power make a formal request to the railroad to determine construction alternatives.

3. Discussion and Recommendation on Transferring a Portion of Revenues to Specific Reserve Funds – Director Ray informed the Commission that currently a portion of revenues is transferred to specific funds. 8% of daily fees and 10% of season pass receipts are placed in the Golf Reserve Fund. 75% of season trail fees and 5% of rental carts are placed in the Cart Trail Reserve Fund. He stated that if we were to stop transferring a portion of these revenues, we would have a clearer indication of the financial condition of the course. A line item expense of “bond payments” in our golf course operations would be established to meet the \$30,000 per year obligation.

The Commission discussed the history of the reserve funds and whether the money would still be allocated correctly if a new system were put in place. They stated the funds were separated because they were lost when they were not separated.

Motion: To recommend to Council to place all revenues in appropriate accounts and establish an expenditure line item for bond payments, to be reviewed on an annual basis.

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| 03-03 | Moved: Klamfoth | Seconded: Egli |
| Yes: 4 | No: 1 (Murray) | Absent: 0 |

4. Approval of Season Trail Agreement – Director Ray reviewed the revised Season Trail Agreement. It was determined Pro Shop staff will be responsible for enforcing the policy.

Motion: To accept the season Trail Pass agreement as presented.

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| 03-04 | Moved: Egli | Seconded: Striepe |
| Yes: 5 | No: 0 | Absent: 0 |

5. Definition of Family for Season Passes – The Commission felt Family Season Passes should be consistent. Director Ray informed the Commission that the definition for family on pool passes includes everyone who is claimed as a dependent for income tax purposes.

Motion: To recommend to Council to include all individuals who are claimed as a dependent for income tax purposes be covered on a golf family pass.

03-05 Moved: Striepe Seconded: Egli
Yes: 5 No: 0 Absent: 0

Reports and Communications

1. Director's Report
 - Director Ray reviewed spreadsheets that show costs per round, operating costs per round, and sales tax for 2003 golf fees.
 - Director Ray also distributed a letter from City Attorney Carney regarding the Fairground property ownership. It is the Attorney's opinion that the City owns the land.

2. Superintendent's Report
 - Superintendent Snook reported that almost \$15,000 has been reinstated for the 2003-04 budget, which includes two lightweight mowers, chemicals and maintenance labor hours.

3. Manager's Report
 - Pro Shop Manager Iverson informed the Commission that Bo Blake has graciously changed the date of his tournament so that the Peace Officers could hold their event. He asked that the Commission thank Mr. Blake if they see him.
 - Iverson also noted that the newsletter is at the printer.

Next Meeting Monday, March 17, 2003 at 5:30 p.m.

Adjournment The Commission adjourned at 7:12 p.m.

Respectfully submitted,

Tab Ray
Director of Parks and Recreation