

**City of Portland Golf Advisory
Committee Meeting Minutes of
January 18, 2022 via Zoom**

Attending:

Members: Alex Chitsazan, Zari Santner, Patsy Pitts, Robert Williams, Tom Williams, Don Hanson, Madison Perry, Chase Morinaka, Allison Chown

Concessionaires:

Henry Childs, Randy Morrison, Craig Zimmerman, Jarred Gomez, Matt Allen, Joe Crook, JR Allen, Kylene Trevor, Fred Abel, Anna Holst

Parks Staff: Todd Melton, Danielle Solomon, Vincent Johnson, Jonathan Dean, Maximo David Behrens

Guests/Subcommittee Members:

Meeting Called to Order (Don Hanson approved Nov. meeting minutes, Zari Santner approved December minutes and January agenda)

Special Reports & Project Updates:

- Recreation Update- *Maximo David Behrens reports*
 - The Parks bureau has been assigned Commissioner Dan Ryan from previous Commissioner Rubio starting this month based on the November ballot initiatives, which will be our last commissioner.
 - Commissioner Ryan will be overseeing the bureau and assist with the transition. As with any new commissioner comes the onboarding process and Parks is sharing information and providing education. Commissioner Ryan's staff consist of former Parks employees, Kellie Torres (Chief of Staff) and Karen Guillen-Chapman (Parks Liaison) and will be able to assist with mapping out our plans going forward into coming year. There will be site visits and invites with staff to meet with the GAC.
 - The budget building cycle for FY 2023-2023 is finishing up with the Commissioner's office and Council will finalize and approve in May or end of June.
 - PP&R is conducting Winter term programming session until the end of March and Spring term will be finalized soon and will be in April's program guide.
- Program Updates-*Vincent Johnson reports*
 - By the next meeting the EAGLE Caddy Program application will have launched. The application will be sent out to local media outlets and high school counselors so that is out for the next caddy season.
 - Vincent is working with Summer Free For All (SFFA) to discuss concert series

availability for a concert this summer.

- Randy Morrison shared a dashboard summary report for all 4 Eastside courses that includes total rounds, average daily rates and rounds per play. This report will be shared every month as a benchmark tool and the gathering of historical data from POS systems. It compares current year vs. prior year and to FY 2018-19 year that was considered the last “normal” year.
 - Total revenue is up \$20k from last year.
 - Up 800 rounds on 4 courses. Majority are from Heron Lakes and half the increase is from golf loyalty products that were sold. The multi-play cards are an uptick from last holiday season which helped improve performance.
 - Average daily rate- rates weren’t increased. This will fluctuate depending on the weekday and weekend rounds played. For example, the more PDX cards seen, then the lower dollar per round because the rounds are discounted. The average daily rate increased by almost \$1 since last year.
 - Rounds per playable day- poor weather month. Playable days have increase since year FY 2018-19.

PORTLAND GOLF REPORTS/FINANCIAL REPORTS-

- Todd Melton will be separating from the City of Portland on April 12, 2023.
- The reports have been changed as per Brenda Carpenter’s request to show administrative costs.
- Kemper report provides activity related information. It is hard to report since Kemper does not report on RedTail so there will be a solution for that soon.
- The 4-page Financial Report includes RedTail, Eastside courses, Admin. costs, and All finances together to show spending and earnings.
 - RedTail had a net gain of \$230k and revenue forecast of \$350k-\$400k over what was budgeted. There will be small adjustments to the budget during the Spring bump to ensure spending authority. This is through Dec. forecasting off \$771k net gain for the year.
 - Eastside courses include all courses except for RedTail. The forecast of \$11.7 million was higher than the budget of \$11.1 million.
 - Expenditures of \$10.24k
 - Forecasted net gain of \$1.5 million
 - Admin budget includes all expenses that don’t earn revenue, except for misc. interest. This includes personnel costs, admin salaries, with a small portion for Risk Manager and an additional staff cost.
 - External material budget of \$140k is from the PEN 1 drainage tax paid every year. This cost use to be included in the Heron and Colwood budget.
 - Expenses are projected to be higher this year because of the buyout to the Cumpstons and Hank Childs in the transition to a new operator.
 - General Fund overhead is a big change of \$440k that includes the golf fund and includes all other bureaus.

- Combined revenues of \$14 million this year which is \$1 million higher than budgeted; expenses are aligned.
 - Projected budget net gain through Dec. is \$962k which gives the fund balance of \$6.8 million.

Maintenance-

Jonathan Dean reports on all courses:

- Groundskeeper 1 recruitment closed 1/17, opening at redtail

Heron Lakes:

- Ice storm/heavy rain late Dec made 9 holes unpassable for golf carts until Jan. 5. Significant standing water. Also, 1 of the 2 pumps at P.I.R. pumpstation failed – running at half capacity to drain the PEN 1 Drainage District.
- Managed waterways through the site, locating and clearing a significant blockage at one of the culverts on the greenback.
- Drainage mainline failure on #6 great blue. After multiple days of pumping the water out of the area, brought in backhoe to dig down to mainline and successfully cleared the blockage.
- Storm / fallen tree cleanup continues, in-play areas complete. Multiple trees down.
- Cart path edging on #1-6 great blue is complete, ongoing.
- Focused on topdressing fairway landing areas and high traffic areas around tee/green exit areas.

RedTail:

- Adding some drainage to the greenside bunker #11 to move standing water
- Cleaning up amenities (tee poles, etc)
- Continuing tree cleanup - #18 tee and #13 tee

Eastmoreland:

- Tree cleanup - #10, #9 and # 13
- Main line repair – a pipe was broken in the ice storm and will repair ASAP

Rose City

- storm clean-up
- Sanded fairways-greens this week

Colwood

- Storm clean-up
- Sanded surrounds and greens
- Irrigation repair

Long Range Planning- Don Hanson reports

- Focusing on golf facilities and what components need to be done.
- Vincent J. gathered details from the superintendents of what needs to be done and project prioritization
- A list of large facility needs was drafted, and a second list was made with more

prioritized needs and requirements.

- Each year when there are expenditures there will be a bucket for infrastructure and golf experiences.
- Further conversations being had about the walking trail alongside Rose City Golf Course. The trail provides great recreation activity and demonstrates community outreach in the area.
- Vincent J. will share the list with PRMS this week and will follow up at quarterly meeting next month.
- Rose City walking trail project has a project manager, but project is temporarily on hold until the funds are made available by Metro.

Equity Committee- *Randy Morrison reports*

- Preparing to recruit for a Community Outreach position. The job posting will open soon and he will share the information with the Equity sub-committee.

Marketing- *Jarrad Gomez reports*

- Has met to discuss Kemper Sports updates, social media accounts, website edits and early 2023 plans. The Market Summit is next week and will be launched early season.

UNFINISHED BUSINESS-

NEW BUSINESS/ANNOUNCEMENTS- Visit OregonCourses.com to read an article written about the Kemper contract. *A link was also sent to the GAC from Danielle S.*

To find out more on golf events or about the Portland Parks Golf Program, please visit the website at: <https://www.portlandoregon.gov/parks/63560>

INFORMATION FROM THE PUBLIC- none

Meeting Adjourn