

# City of Portland Golf Advisory Committee

## Meeting Minutes of January 9, 2019

### Rose City Golf Course

#### **Attending:**

Members: Vincent DiGiano, Kristen Dozono, , Brenda Carpenter, Cathy Porter, Vicki Nakashima

Concessionaires: Craig Zimmerman (Red Tail), Rob & Clark Cumpston (Eastmoreland), Hank Childs (Rose City), Randy Morrison (Colwood & Heron Lakes)

Staff: Eileen Argentina, Todd Melton, Vincent Johnson, Kathy Hauff, Danielle Solomon

Meeting Called to Order

Agenda adopted

#### ***Special Reports & Project Updates:***

The search for new GAC members has begun, and the GAC Recruitment timeline is as follows:

Jan 8<sup>th</sup> – GAC Application Posted on City’s OCCL webpage

<https://www.portlandoregon.gov/civic/article/707848>

Jan 9<sup>th</sup> – January GAC Meeting – Application and Timeline Review

Jan 31<sup>st</sup> – DEADLINE for GAC applications

Feb 5<sup>th</sup> – (Tentative day) GAC Subcommittee and Golf Director review GAC applications

Feb 13<sup>th</sup> – February GAC Meeting - GAC Subcommittee and Golf Director share application review

Feb 19<sup>th</sup> – Deadline for Golf Director to share recommendations with GAC

Feb 25<sup>th</sup> – Golf Director submits recommendations to Commissioner Fish

TBD – Commissioner Fish makes GAC appointments

Email blasts and public announcements at each golf course will be a way to advertise aside from current members recruiting people they know or passing along to other organizations.

The question of whether or not background checks are done on new appointees. Vincent Johnson will look into this.

The Office of Civic and Community Life (OCCL) are overseeing the process during this recruitment. Their objective is to show transparency and openness in how the process is conducted. OCCL may be asked to attend a GAC meeting to talk about the resources they offer and help guide the committee on the understanding of the process of selecting new members. Vincent Johnson will begin developing the draft of an on-boarding packet for the GAC to review at the February meeting.

New members will receive the GAC binder, which provides members with information on ordinances, history of PP&R golf, policies, strategic plans, bylaws, meeting schedules etc. Some suggestions to add in the binders should include; distinctions between concession and management contracts, GAC and Golf Program strategic plan, goals/priorities. Other ideas for on-boarding would be to invite new members to tour each golf course with the Superintendent and Concessionaire. It was also suggested that each GAC member should be provided with information about how the member golfing privileges are to be used and a form (hard copy or electronic) to submit inquiries/concerns to the Golf Program and courses.. It will also be required that new members be asked to participate on one GAC subcommittee.

Once the recruitment is over, the committee would like to establish a recruitment template and a database with applicant information for tracking and cross referencing in the future. The database will include applicant names and skill sets of each candidate.

Strategic Plan Priorities will be discussed in the February meeting.

**PORTLAND GOLF REPORTS/FINANCIAL REPORTS-** November was a fantastic month, with all courses up in rounds and greens fees. Overall, the program was up 86% in greens fees and 63% in rounds. Year-to-date rounds, greens fees, and revenue/round are all up over the 5-year average as well.

**Maintenance-** No report

**UNFINISHED BUSINESS-** none

**NEW BUSINESS-** PP&R's Recreation Services Supervisor, Eileen Argentina will be retiring at the end of the FY.

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 Adjourned**