

**City of Inver Grove Heights Minutes of the Proceedings
Of The Park and Recreation Advisory Commission
Special Meeting
Wednesday, September 17, 2014**

1. CALL TO ORDER:

Chair Eiden called the September 17, 2014 Park and Recreation Advisory Commission Meeting to order at 6:00 p.m. The meeting was held in Community Room 1 of the VMCC 8055 Barbara Ave.

2. ROLL CALL:

Present: Chair Al Eiden; Vice Chair Dennis Schueller; Commissioners: Mark Freer, Kathryn Bauer, Mary Hapka, and Joe Boehmer

Parks and Recreation Director Eric Carlson

City Staff: Kristi Smith, Matt Moynihan, Joel Metz, Dennis Hogan, Tim Lage, Glenn Lentner

Absent: Commissioners: Jim Huffman, Willie Krech, and Deb Tix

Recording Clerk Sheri Yourczek

3. PRESENTATIONS:

None

4. ANNOUNCEMENTS:

None

5. CONSENT AGENDA:

A. Approval of Agenda

Motion by Commissioner Freer, seconded by Hapka, to approve the Consent Agenda as presented.

Aye: 6

Nay: 0 Motion carried.

6. PUBLIC COMMENT:

Chair Eiden recognized a guest in the audience, Don Robert a retired teacher, golfer, and member of the BEST Foundation.

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

Discuss Best Management Practices for Inver Wood Golf Course

Parks and Recreation Director Eric Carlson walked through a prepared PowerPoint presentation that outlined the work that the Golf Course Work Group did on learning about the financing, operations, maintenance, capital projects, assets, and on course conditions of Inver Wood Golf Course. Highlights of the presentation include:

Work Group Make Up

- Commissioner - Mark Freer
- Commissioner - Deb Tix
- Commissioner - Dennis Schueller
- City Administrator - Joe Lynch
- Finance Director - Kristi Smith
- Golf Operations Superintendent - Matt Moynihan
- Park & Recreation Director - Eric Carlson

City Mission and Values

The City Mission:

The mission of the City of Inver Grove Heights is to provide services and facilities that enhance the quality of life in our vibrant community.

The City Values:

Ethical - decisions by doing the right thing

Engaged - people by delivering collaborative results

Excellence - by setting high standards and exceeding expectations

Framing Decisions:

Ability to remain fiscally stable

Improve or stabilize operational efficiencies

Improve customer service

Staying attentive to our regulatory environment

Mission of the Work Group

The Inver Wood Golf Course Management Work Group is to be focused on reviewing and evaluation the “Best Practices” for the future long-term management of the course. The work group will not engage in day-to-day operational or programmatic aspects of the course.

Inver Wood as a Community Asset

Recreational	A game for all ages and individuals – Youth, Adults, Families, and Seniors
Social	Provides regular social interaction for a large variety of people
Economic	An additional means to attract community development and increase property values
Environmental	Green space protected and conserved

RFP Highlights

- City to receive a defined percentage of gross revenue with a minimum guarantee
- Initial term is 5-years with the option of 2 additional 5-year terms

- City to retain all real property assets (land, equipment, buildings, permanent improvements)
- Proposer is encouraged to consider hiring Inver Wood staff to fill positions within their organization
- Proposer must have a Class A PGA Pro and Current MGCSA/GCSAA Course Superintendent on the property during reasonable days and times
- Proposer required to provide an agreed upon security deposit
- Proposer must have similar experience operating a golf facility of similar size and scope

Recommendations

- The Work Group understands that given the economics of the golf industry today that Inver Wood will need financial assistance annually to sustain the replacement of golf course maintenance equipment and golf carts
- Investments in the course add value to the amenity
- The Work Group understands that given the economics of the golf industry today during an average year of 170 weather days, Inver Wood should be expected to generate positive operating revenue over operating expenses (not including investments into capital equipment, capital improvements, or depreciation)
- Any positive operating results should be retained in the golf course fund for future golf course capital needs
- The Work Group believes that the current golf course staff should continue to operate the course in 2015 and 2016
- The Work Group believes an evaluation of the financial performance of the course should be reviewed at the end of the 2016 season to determine if sending out an RFP is necessary

Further Considerations

- While not a part of the Work Group purpose, the Work Group understands that the City Administration will need to develop a financing plan for large capital projects at Inver Wood that will need to take place beginning in 2017 and include:
 - Complete replacement of the irrigation system
 - Address the need and condition of the 66 bunkers
 - Modifications to the driving range to increase revenue, usage and safety
 - Resurfacing of the parking lot
- While not a part of the overall scope of the Work Group, the Group is supportive of the following changes at Inver Wood for 2015:
 - Review the possibility of changing the alcohol license to include a wider variety of options
 - Introduction of limited Memberships for Seniors, Adults, and Juniors
 - Introduction of Foot Golf on the Executive Course designed to attract families & youth to use the course
 - Continuing to increase the rate and decrease discounting at the course while staying competitive within the local market

Summary

- While not a part of the overall scope of the Work Group, the Group is supportive of the following changes at Inver Wood for 2015:
 - Review the possibility of changing the alcohol license to include a wider variety of options
 - Introduction of limited Memberships for Seniors, Adults, and Juniors
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After the presentation a number of Commissioners spoke and made comments. The Commission agrees with the report and wants to establish some performance measurements before going to the City Council.

Motion by Commissioner Hapka to approve the recommendation after adding some performance measurements that has been presented. Seconded by Commissioner Schueller.

Aye: 6

Nay: 0 Motion carried.

9. ADMINISTRATIVE PRESENTATIONS:

None

10. COMMISSION COMMENTS:

None

11. ADJOURN

Motion by Commissioner Boehmer, seconded by Commissioner Hapka, to adjourn the meeting at 8:00 p.m.

Aye: 6

Nay: 0 Motion carried.