

May 17th, 2016



**MINUTES OF THE REGULAR MEETING OF THE
ARROYO SECO GOLF COURSE SUBCOMMITTEE
OF THE CITY OF SOUTH PASADENA CONVENED
THIS 17th OF MAY, 2016, AT 6:30 P.M.
CITY MANAGERS OFFICE CONFERENCE ROOM
1414 MISSION STREET**

1. ROLL CALL

Regular Meeting of the Arroyo Seco Golf Course Subcommittee convened at 6:31 p.m.

Staff R. Martin called the roll. Present were Subcommittee members: Chair Laurie Wheeler, Co-Chair Scott Kuhn, Subcommittee member Queenie Taylor, Subcommittee member Gary Pia, Subcommittee member Deborah Fox.

Other Officials and Staff present: City Council Liaison Dr. Richard Schneider, City Council Liaison Michael Cacciotti arrived after roll call, Community Services Director/Staff Liaison Sheila Pautsch, Finance Director David Batt, Golf Consultant Dave Sams arrived shortly after roll call, and Staff Reyna Salazar-Martin.

Committee members no longer on the panel: Lela Bisner and Devin Robinson

2. MINUTES FOR APPROVAL APRIL 19TH, 2016

MOTION: Commission approved the amended minutes of the regular April 19th meeting. By unanimous voice vote, the motion passed.

(Kuhn, Taylor)

COMMENTS ON MATTERS NOT ON THE AGENDA

3. PUBLIC PARTICIPATION

None

4. PRESENTATIONS

None

ACTION AND / OR DISCUSSION ITEMS

5. DISCUSSION AND/OR DIRECTION REGARDING THE TASKS OF SUBCOMMITTEE

Director Pautsch first introduced Gary Pia, Finance Committee, who will be taking the place of Devin Robinson as well as introduced Deborah Fox, ASCG Women's Club, who will be taking the place of Lela Bisnar. She

then continues to present item. At this moment she listed an overview of what the Subcommittee has discussed since the first meeting in October 2015 up to now regarding the list of five tasks given by the City Council; extend current agreement, renegotiate current agreement, issue RFP for a new operator, have City take over, maintain a management agreement, or move to lease agreement. In the February 2016 meeting, Subcommittee unanimously voted against the City taking over operations, leaving four remaining tasks for the Subcommittee to discuss. Also, the Subcommittee agreed to discuss a possible three-year extension with current owners which will be discussed in more detail as Item 8 in this meeting agenda. At this moment, the Subcommittee answers any question for the two newest members so that they can be caught up with the options and task at hand. No motion is needed at this time.

6. HISTORIC REVIEW OF THE GOLF COURSE CLUBHOUSE AND SURROUNDING LANDSCAPE

Director Pautsch presented item to Subcommittee. In the April 19th 2016, the Arroyo Seco Golf Course Subcommittee requested the staff look into the historical significance of the Arroyo Seco Golf Course Club House and surrounding landscape. She presented Subcommittee with the two quotes staff obtained: The Historic Resources Group (HRG) quotes \$3,975, the Architectural Resources Group (ARG) quotes \$7,800. She then explains that City policy states that they are to accept the lowest bid. Currently, staff is working with HRG to complete a Historic Assessment Report. Once report has been completed, it will be reviewed by the Cultural Heritage Commission and brought back to Subcommittee in the very near future. No motion is needed at this time.

7. WATER UPDATE MARCH 2016

Director Pautsch presented item to Subcommittee. Subcommittee is given a bimonthly water consumption chart reporting the usage at the Arroyo Seco Golf Course since November 2014 up until March 21st, 2016. No motion is needed at this time.

8. DISCUSSION AND ACTION REGARDING A POSSIBLE THREE YEAR EXTENTION WITH DONOVAN BRO. GOLF INC.

Sheila presented item to Subcommittee. Subcommittee is asked at this time to discuss the possibility of extending Donovan Bros. Golf Inc. contract, the current owners, for another three years. Subcommittee member Pia shares he may feel that a management agreement may not have enough incentive for owners to keep a high level of quality service and in turn may not have high revenue. Subcommittee member Taylor points out that at this time, no golf course has high revenue as the sport of golf is in a slight decline in all Cities'. Golf Consultant Dave Sams list a few reasons why a management deal, as the City currently operates with Donovan Bros. Inc., would be financially safer than a lease. He explains how a lease will essentially give all control to an owner, while with a management agreement; the City currently has complete control of the facility. Subcommittee continued the discussion on the different areas they feel can use improvement including facility maintenance and food & beverage operations. A Top Golf style was also mentioned as a possibility for a new driving range set up. Other topics of discussion were separating the food & beverage operations from the golf operations if the Subcommittee decided on going out for a new contract. At this time the Subcommittee discusses the option of touring a local golf facility; Monterey Park or Alhambra. The Subcommittee explores the possibility of meeting on Saturday June 25th for a facility tour at one of those two locations. The Subcommittee agrees to have this item up for more discussion for the June 21st Arroyo Seco Golf Subcommittee meeting. Regarding the possible contract extension for Donovan Bros. Inc., the Subcommittee agrees to discuss it further at the June 21st meeting as well. No motion was made.

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9. CITY COUNCIL LIAISON REPORT

City Council Member Cacciotti requested information on Arroyo Seco Racquet Club's current contract. Director Pautsch will add that information as an item for the next meeting.

10. COMMITTEE REPORTS

None

11. STAFF LIAISON REPORT

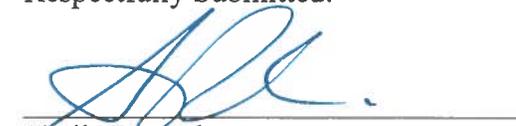
None

ADJOURNMENT

By consensus, the Subcommittee adjourned at 7:57 p.m. The next regular Subcommittee meeting is will be held on May 17th.

Respectfully Submitted:

Approved By:



Sheila Pautsch
Community Services Director



Laurie Wheeler
Chair