

**AGENDA ITEMS ON FILE FOR CONSIDERATION AT THE
MEETING OF THE MONTEBELLO GOLF COMMISSION
WEDNESDAY OCTOBER 18, 2017 AT 11:30 A.M
AT THE QUIET CANNON**

GOLF COURSE COMMISSION

EDDIE PRECIADO
CHAIRPERSON

MARIO C. ESPINOZA
VICE CHAIRPERSON

BILL WALTERS
COMMISSIONER

MARIO BUSTAMANTE
COMMISSIONER

CITY STAFF

FERNANDO GARCIA
G.C SUPT/ FAC. MGR

DANILO BATSON
ASSISTANT CITY MANAGER

CONCESSIONAIRES

TOM CAMACHO
GOLF PROFESSIONAL

SEAN SHAMIM
Q.C. GENERAL MANAGER

OPENING CEREMONIES

CALL MEETING TO ORDER

**ROLL CALL- ADMINISTRATIVE ANALYST ASHLIE VALENCIA
APPROVAL OF MINUTES FOR SEPTEMBER 20, 2017
APPROVAL OF AGENDA FOR OCTOBER 18, 2017**

In compliance with the Americans with disabilities Act, we can arrange for a special assistance to participate in this meeting by contacting the Director of Building Services (323/887-1497). Notification 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting (23 CFR 35.102-35.104 ADA Title II).

SCHEDULED MATTERS

PRESENTATION

1. No Presentation scheduled.
2. Operations.
 - a. Monthly Operations Report
3. Tournament Schedule.
4. Golf Course Revenue/Monthly Operating Statement.
5. Quiet Cannon Revenue Update.

NEW BUSINESS

6. No new business scheduled.

PUBLIC ORALS

7. No public orals scheduled.

STAFF ORALS

8. No staff orals.

COMMISSION ORALS

9. No commission orals.

ADJOURNMENT

10. Next Commission Meeting is scheduled for Wednesday November 15, 2017 at 11:30am at the Quiet Cannon.

**CITY OF MONTEBELLO
GOLF COURSE COMMISSION
MINUTES OF SEPTEMBER 20, 2017
WEDNESDAY AT 11:30 AM**

The Golf Course Commission of the City of Montebello met in regular session at the Quiet Cannon at the above date and time.

OPENING CEREMONIES

Commissioner Eddie Preciado called the meeting to order at 11:30 a.m.

Clerical Assistant Ashlie Valencia took roll

COMMISSIONERS PRESENT:

Eddie Preciado
Bill Walters
Mario Bustamante
Mario Espinoza

CONCESSIONARIES PRESENT:

Tom Camacho

STAFF PRESENT:

Fernando Garcia

EXCUSED ABSENT:

Danilo Batson

UNEXCUSED ABSENCE:

Sean Shamim

SCHEDULED MATTERS

1. Presentations – No presentation scheduled.

2. Operations Narrative – Golf Greens have been verti-drained and aerated and are recovering well. Staff came in on September 10, 2017 at 2:30 p.m. to start the Vertical Draining and completed the aerification on September 11 & 12th, 2017. We were able to rent a verti-drain machine from a local vendor and used a Demo from another vendor to complete the task. Various staff members worked up to 10 hours of total overtime in the three-day period to get the task done in a timely

manner. Construction updates: Work continues at the new maintenance facility. Move in dates have changed and a final date hasn't been at the time of this report. Extension of driving range fence and access from new yard to hole #7 have not been completed. Irrigation is adjusted daily to compensate for changes in temperature and rain. Staff has fallen a bit behind on routine mowing due to aerification schedule, but is working on getting back on track. Tree Maintenance has taken place in the last few weeks. West Coast Arborist was brought in to do trimming and removals of hazardous trees in various areas of the golf course. There was a total of ten different trees were removed due to being dead or diseased posing a hazard. Over eighteen overgrown trees were trimmed on various holes. Routine maintenance will continue as weather and personal levels permit.

3. Quiet Cannon Revenue - The Commission received and reviewed the revenue report provided.
4. Golf Course Revenues/ Monthly Operating Statement – The Commission reviewed the revenue and monthly operating statements provided.
5. Public Orals – No public orals.
6. Staff Orals – No staff orals.
7. Commission Orals – The Commission has requested that a 15-ft extension be added to the new driving range fence.

NEXT MEETING SCHEDULED

Next meeting is scheduled for Wednesday, October 18, 2017 at 11:30 a.m.

ADJOURNMENT

Upon first motion by Eddie Preciado and second motion by Bill Walters, the Commission adjourned the meeting at 12:11 p.m.

Operations Narrative

October 18, 2017

Golf Greens have recovered from aerification, and staff continues to fertilize and monitor for disease. The added fertilization helped reduce the recovery time providing a great putting surface in a timely manner.

Construction updates- Work continues at the new maintenance facility. Move in dates have changed and a final date hasn't been set at the time of this report.

Irrigation is adjusted daily to compensate for changes in temperature and rain.

Staff continues to play catch up on mowing of rough and fairways and continue to make progress on a daily basis.

Trees- A pine tree was lost on hole #8 close to the tee due to winds and weight, this remains on the course for staff to finalize removal.

Staff is working with HR to fill two part time positions- currently one applicant is going through background in the hiring process and a second candidate declined the position at the last minute prior to going to background. We will continue to search for a second candidate. Staff is working on a request for proposal for the driving range fence extension.

Staff is working on a request for quote for the driving range fence extension.

Routine maintenance will continue as weather and personnel levels permit.

**CITY OF MONTEBELLO
DEPARTMENT OF PUBLIC WORKS
GOLF COURSE DIVISION**

OCTOBER 2017 – TOURNAMENT & EVENT SCHEDULE

<u>DATE</u>	<u>TIME</u>	<u>EVENT</u>	<u>PLAYERS</u>
2 – MON	12:00pm	<u>SHOTGUN: Fire Fighters</u>	120
3 – TUE	11:00am	<u>SHOTGUN: American Cancer Society</u>	120
9 – MON		<u>COLUMBUS DAY: Holiday Rates</u>	
13 – FRI	7:00am	Chevron G.C.	24
14 - SAT	10:00am	Circle of Friends	24
16 – MON	8:00am	<u>SHOTGUN: CHP Explorers</u>	120
17 – TUE	12:00pm	<u>B-9 SHOTGUN: Mt. Carmel H.S.</u>	80
18 – WED	9:00am	<u>SHOTGUN: Sit N' Sleep</u>	120
19 – THUR	8:00am	<u>SHOTGUN: JMR-450</u>	120
27 – FRI	8:00am	<u>B-9 SHOTGUN: P.E.D.</u>	72

**GOLF COURSE
REVENUE AND ROUNDS WORKSHEET**

ROUNDS

MONTH	2016/17	REVENUE	YR. TO DATE	2017/18	REVENUE	YR. TO DATE
JULY	3,661	104,372.00	\$ 104,372.00	3,114	82,451.00	\$ 82,451.00
AUGUST	3,471	97,371.62	\$ 201,743.62	2,992	75,497.30	\$ 157,948.30
SEPTEMBER	2,687	72,486.35	\$ 274,229.97	2,446	64,270.03	\$ 222,218.33
OCTOBER	3,528	103,823.00	\$ 378,052.97			
NOVEMBER	3,136	94,130.99	\$ 472,183.96			
DECEMBER	2,829	76,113.34	\$ 548,297.30			
JANUARY	2,180	67,501.00	\$ 615,798.30			
FEBRUARY	2,233	63,127.83	\$ 678,926.13			
MARCH	2,936	81,907.45	\$ 760,833.58			
APRIL	3,095	85,196.00	\$ 846,029.58			
MAY	3,051	84,525.25	\$ 930,554.83			
JUNE	3,361	90,086.03	\$ 1,020,640.86			
TOTALS:	36,168	1,020,640.86		8,552	222,218.33	

CART RENTAL

MONTH	2016/17	REVENUE	YR. TO DATE	2017/18	REVENUE	YR. TO DATE
JULY	2,191	43,217.00	\$ 43,217.00	1,871	35,853.00	\$ 35,853.00
AUGUST	2,073	41,370.00	\$ 84,587.00	1,819	34,989.00	\$ 70,842.00
SEPTEMBER	1,595	31,359.00	\$ 115,946.00	1,477	28,278.00	\$ 99,120.00
OCTOBER	2,229	42,005.00	\$ 157,951.00			
NOVEMBER	1,945	37,405.00	\$ 195,356.00			
DECEMBER	1,632	32,872.00	\$ 228,228.00			
JANUARY	1,242	24,722.00	\$ 252,950.00			
FEBRUARY	1,318	25,805.00	\$ 278,755.00			
MARCH	1,701	33,847.00	\$ 312,602.00			
APRIL	1,767	35,285.00	\$ 347,887.00			
MAY	1,880	35,803.00	\$ 383,690.00			
JUNE	2,041	39,163.00	\$ 422,853.00			
TOTALS:	21,614	422,853.00		5,167	99,120.00	

DRIVING RANGE

MONTH	2016/17	REVENUE	YR. TO DATE	2017/18	REVENUE	YR. TO DATE
JULY	2,149	8,560.00	\$ 8,560.00	1,768	7,072.00	\$ 7,072.00
AUGUST	1,838	7,352.00	\$ 15,912.00	1,713	6,820.00	\$ 13,892.00
SEPTEMBER	1,815	7,276.00	\$ 23,188.00	1,570	6,280.00	\$ 20,172.00
OCTOBER	1,765	7,060.00	\$ 30,248.00			
NOVEMBER	1,736	6,944.00	\$ 37,192.00			
DECEMBER	1,367	5,468.00	\$ 42,660.00			
JANUARY	1,195	4,780.00	\$ 47,440.00			
FEBRUARY	931	3,728.00	\$ 51,168.00			
MARCH	681	2,724.00	\$ 53,892.00			
APRIL	1,898	7,592.00	\$ 61,484.00			
MAY	1,870	7,480.00	\$ 68,964.00			
JUNE	1,867	7,468.00	\$ 76,432.00			
TOTALS:	19,112	76,432.00		5,051	20,172.00	

QUIET CANNON 1						
MONTH			2016/17	YR. TO DATE	2017/18	YR. TO DATE
JULY			-	\$ -	15,827.78	\$ 15,827.78
AUGUST			-	\$ -	21,435.01	\$ 37,262.79
SEPTEMBER			3,955.46	\$ 3,955.46	34,988.63	\$ 72,251.42
OCTOBER			12,843.54	\$ 16,799.00		\$ 72,251.42
NOVEMBER			40,242.99	\$ 57,041.99		\$ 72,251.42
DECEMBER			57,568.95	\$ 114,610.94		\$ 72,251.42
JANUARY			13,843.25	\$ 128,454.19		\$ 72,251.42
FEBRUARY			12,133.70	\$ 140,587.89		\$ 72,251.42
MARCH			25,437.10	\$ 166,024.99		\$ 72,251.42
APRIL			5,905.17	\$ 171,930.16		\$ 72,251.42
MAY			35,213.67	\$ 207,143.83		\$ 72,251.42
JUNE						
TOTALS:			207,143.83		72,251.42	

COMBINED G.C REVENUE						
MONTH	2016/17		YR. TO DATE		2017/18	YR. TO DATE
JULY	\$ 156,149.00		\$ 156,149.00	\$125,280	\$ 141,203.78	\$141,203.78
AUGUST	\$ 146,093.62		\$ 302,242.62	\$117,223	\$ 138,741.31	\$279,945.09
SEPTEMBER	\$ 115,076.81		\$ 417,319.43	\$98,650	\$ 133,816.66	\$378,595.09
OCTOBER	\$ 165,731.54		\$ 583,050.97			\$378,595.09
NOVEMBER	\$ 178,722.98		\$ 761,773.95			\$378,595.09
DECEMBER	\$ 172,022.29		\$ 933,796.24			\$378,595.09
JANUARY	\$ 110,846.25		\$ 1,044,642.49			\$378,595.09
FEBRUARY	\$ 104,794.53		\$ 1,149,437.02			\$378,595.09
MARCH	\$ 143,915.55		\$ 1,293,352.57			\$378,595.09
APRIL	\$ 133,978.17		\$ 1,427,330.74			\$378,595.09
MAY	\$ 163,021.92		\$ 1,590,352.66			\$378,595.09
JUNE	\$ 136,717.03		\$ 1,727,069.69			\$378,595.09
TOTALS:	\$1,727,069.69				\$413,761.75	

Note:

1 - QC revenue reflects net of loan obligations