

CITY OF KINGMAN
MEETING OF THE GOLF COURSE ADVISORY COMMISSION
City Council Chambers
310 N. 4th Street
www.cityofkingman.gov

4:30 P.M.

AGENDA

Wednesday, November 18, 2015

REGULAR MEETING

CALL TO ORDER & ROLL CALL

1. APPROVAL OF MINUTES

Regular Called Meeting minutes of August 19, 2015.

2. CALL TO THE PUBLIC – COMMENTS FROM THE PUBLIC

Those wishing to address the Commission should fill out request forms in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time. Comments are limited to two minutes in matters regarding Cerbat Cliffs Golf Course.

3. GOLF PRO'S REPORT / COURSE PLAY

Reports on Tournaments

Reports on Course Play, and Driving Range Numbers

4. GOLF COURSE SUPERINTENDENT REPORT

Completed projects and upcoming projects at the Golf Course

5. **MEETING DATES**

Discussion and Possible Action on Quarterly Meetings

6. **RECYCLE CAN PROGRAM**

Discussion and Possible Action with Golf Course Management

7. **MEMBER REPLACEMENT/REAPPOINTMENT**

Discussion and Possible Action

Jim Powell – Reappointment for 1st Full 3 Year Term

Joe Farner – Reappointment for 2nd 3 Year Term

8. **DIRECTORS REPORT**

Discussion and Possible Action taken pertaining to Golf Course business
Next Meeting – February 17, 2016

9. **ANNOUNCEMENTS BY COMMISSION MEMBERS**

Limited to announcements, availability/attendance, requests for agenda items for future meetings.

ADJOURNMENT

Posted _____ by **Karen Fogg** _____

CITY OF KINGMAN
REGULAR MEETING OF GOLF COURSE ADVISORY
Council Chambers
310 N. 4th Street
www.cityofkingman.gov

4:30 P.M.

Minutes

Wednesday, August 19, 2015

Members:	Officers:	Visitors Signing In:
Frank Gurzi, Chairperson	M. Meersman, Parks and Recreation Director/Golf Course Superintendent	See attached list
David Dale, V. Chairperson	L. Carver, Council Liaison	
Joe Farner	L. Pitts, Cerbat Cliffs Manager	
Bill Fogg	K. Fogg, Recording Secretary	
Julie Moon		
Kelly Pickering		

REGULAR MEETING

CALL TO ORDER AND ROLL CALL

Commission Member Bill Fogg called the meeting to order at 4:42p.m. roll call was taken.

Commission Members Present: Farner, Fogg, Moon, Pickering

Staff: Meersman, Fogg

Commission Member Excused: Gurzi, Dale, Powell

1. APPROVAL OF MINUTES

Regular meeting minutes of May 20, 2015.

Commission Member Kelly Pickering made a MOTION to APPROVE the Regular Meeting Minutes of May 20, 2015. Commission Member Julie Moon SECONDED and minutes were APPROVED by a vote of 4-0.

2. CALL TO THE PUBLIC – COMMENTS FROM THE PUBLIC

Those wishing to address the Commission should fill out request forms in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time pursuant to A.R.S. 38-431 et al. Comments from the Public will be restricted to items not on the agenda. There will be no comments allowed that advertise for a particular person or group. Comments should be limited to no longer than 2 minutes.

No one from the public to speak.

3. GOLF PRO'S REPORT / COURSE PLAY

Levi Pitts was not available for the meeting.

Director Mike Meersman will give the report. The numbers included in the packet are for the past three months. These numbers are also available online every month in the City Manager's Report.

The numbers overall for the last fiscal year are about \$10,000 higher than they were the previous years, we are making strides and that's very positive note.

The outing sizes are back up a little bit. Last year some of the group sizes were down but the numbers are getting back up there and that's probably helping us with the dollar figure.

Member Bill Fogg asked if there were any other report on the tournament listings. Is this the complete list and nothings in October?

Director Meersman stated there isn't that he is aware of yet.

Member Fogg brought it up because he had been approached by Pat Moore regarding the Fire Department wanting to hold another tournament and they requested the Mens Club move their Tournament from September 26-27 that wasn't feasible because their fiscal year is October 1st. You may get one from them in October.

Member Kelly Pickering said the Fireman were going to Valle Vista, they were wanting the Mens Club to move their tournament because it's the same day and they wanted it moved so they could play in our tournament.

Annual Contract Update: It's been rewritten and we're still waiting for final approval from Council Members and City Attorney. It's been given to Levi to look over and see how he feels about the changes made.

Member Fogg asked when the present contract expires.

Director Meersman stated it ends December 31st. So we have that much time to work it out. If not we will do an RFP and see if we would get applicants. We've made some pretty substantial changes and we will see how Levi feels about them.

4. **GOLF COURSE SUPERINTENDENT REPORT**
Report Attached

Director Meersman's report was in the packet. He went down briefly and touched on some key points.

He considers this time of year the keep it alive mode where we just do our very best to keep the course alive. With cool season grasses and all the temperatures of 100 degrees in a row, it's very challenging to keep the course alive with the soil conditions that we have.

Greens:

Liquid insecticides have been applied to the grubs down in combination with the fungicides. Since the monsoons started we've had three separate fungicide applications every three weeks. The fungicides we use, will last about three weeks. We can only afford to spray those on greens. It would be helpful if we could afford to spray those on fairways in some areas. That would be a help for us but it's very expensive. It cost \$15,000 to \$20,000 per applications.

Growth regulators have been applied to the greens. There is a growth regulator that helps slows the growth of the grass down so we can keep the green speeds up. When you get humid weather the greens have a tendency to slow down. We do apply growth regulars to keep the green speeds up.

The tees have had two applications of granular fertilizer, two liquid applications of three different soluble nutrients and a combination with synthetic acid. The synthetic acid helps make the nutrients that are in the soil available. The nutrients in the soil get tied up and the acid makes those available for the plant.

#10 tee is filling in nice.

We also applied liquid herbicides to the greens. We have some crab grass and broad leaf weeds and they're starting to die off.

The crew is still filling divots on the tees, a lot of golfers don't do that.

Irrigation with the high temperatures and humidity, it's challenging to find a balance between the right moisture and puddles. With humidity, once you've put the moisture on, it's challenging to get it off. We try to look ahead at the weather and cut back. We also water during the day because it cools the turf canopy. It doesn't last long time but when you water for five minutes during the heat of the day, it enables us to cut back watering at night.

We've worked constantly on nozzle adjustments.

There was a main line leak on #11 and with the humidity, it's not evaporating away.

The golf course water usage this year has gone down by 10%. We've really strived hard to cut back. We've removed sprinklers so they aren't watering areas that are out of play.

The widening of 18 fairway is coming in nicely. There are still a couple of patchy areas.

Since the last meeting all areas have been aerified and we are now spot aerifying the trouble areas to help them come back quicker. We are adding seed in the holes to help us bring things back.

The crew has done a great job. We had several tournaments and had a lot of nice comments about the condition of the course.

We had 1216 hours of inmate labor. For the two week period when the prison issue occurred, we could not utilize them. That impacted our crew by about 23%. It was challenging to get things done but the crew stepped up and did a good job.

With the extreme temperatures the crew works split shift on the weekends. They get in the morning before the golfers and then come back in the afternoon to hose reel the greens and hand water the turf canopy. They may not like to do it but they know it helps keep the golf course in as good a shape as they can.

The bunkers had more cleaner and uniform sand added on the green side bunkers and some of the fairway bunkers that were thin on sand. At times when using mechanical rakes the solid teeth will go down and drag up stones. We try to minimize that happening.

Miscellaneous: Drainage expansion in front of the putting green will keep the water away from the columns on the new shade structure over the patio. It will keep that area much cleaner. The area use to get mud puddles when it rained.

The parking area by the driving range tee, the concrete got pushed up from all the tree roots. We had to take all that out and redo the concrete, it was a trip hazard.

The stone beds in those areas are ongoing.

With the humidity weeds are everywhere. We're constantly spraying to take care of those.

Member Fogg inquired about #9 & #10 tee boxes where it's swampy, could it be over watering?

Director Meersman said it could be overwatering or maybe the humidity. This was the first he's heard of it and he will check to see if he should cut back on the time. It may be running too long. When we have the dry weather you don't have the problem with it. You get a little bit of humidity in the air, areas that aren't normally wet, will have a tendency to be wet.

Member Fogg said the tee box areas are changed as frequently as you can. Just wanted to make sure it wasn't damaging the golf course.

Director Meersman stated that if you see a problem like that, call him. When he sees golfers on the course, a lot times they will him when they see a problem. He doesn't see all the tees every morning. His morning job three days a week is to pull the poles for the fairway mowers. No staff member have said anything about wet tee boxes.

Member Fogg said it was tough to get a level stance. He also asked about how the extra putting green by #1 is coming along. We're pretty fortunate the greens are in good shape, he knows that would be used if a green need repairs.

Director Meersman said it is coming along you can putt on it now. There's still a couple of bad areas. Whenever you do something like we did using aerfying plugs, there are

some obvious unlevelled areas. We just lowered the mowers down and it scalped off a couple areas. You grow it at a higher height and then scalp down to the height they are cutting the greens and our greens are really cut short. It's very useable right now. People do use it on occasion. It's primarily to take plugs when they are needed in other areas. We haven't needed it right now. The area by the shop is also cut at putting green height. We also have a nursery green by the maintenance shop.

Member Pickering asked if there are any long term plans or any potential budget down the road for taking some of the tee boxes that just need to be leveled. Like the back gold box on #14, it use to be the black tee.

Director Meersman said there was a big dip and that got filled in with aerfying plugs and it leveled it out some. We don't have any real plans but if you see some that are bad, he could look at it and see if there is something that can be done.

Member Pickering asked if he would take a look at that. The gold box on #10 has issues but a lot of that is tree roots, if they could set the markers and move them away from the tree stumps.

Director Meersman stated that what they've done in a lot of areas is root prune the trees. We've taken a trencher and cut around the trees. #2 fairway is a good example. He would like to do all of #2 fairway. A lot of the problems are because of all the tree root encroachment. The thin area on #2 fairway is by the big trees right next to it. The tree roots are robbing all the nutrients. They make a fabric, which is expensive to do, and make a trench for the fabric to go in which has herbicides to keep the tree roots from growing out farther. Some courses have done that around greens. We had a problem around #10 green until we took out some of the hybrid poplars. Those roots are very encroaching into the greens.

Member Pickering also said the black box on #5 at the top, does that get mowed with push mower.

Director Meersman said it gets mowed with a tee mower. Maybe they're skipping it and not getting it very often, inmates are doing that job. He will check on that.

Member Pickering wondered if there was any long term plans with leveling. Go in and shut down that gold box on #14, that is one of the worst and turn it back into a good tee box.

Director Meersman stated that they've done that on some of them. We do that more in winter time when we have more time to do things like that. He will take a look and get it on the schedule.

5. **MEETING DATES**

Director Meersman had put a brief note in the packet regarding the same stuff we discussed back in 2012. We had several meetings then where we didn't have a quorum. All the basic reasons were listed of why we went to quarterly meetings. It cost to prepare minutes for the meeting and another reason to go from bi-monthly to quarterly meetings is because there isn't a lot of capitol money to spend at the golf course to make decisions about big things. We could call a special meeting for instance if the Council wants to raise the rates. We could meet to discuss raising the rates to give Council input on that. That's primarily why we went quarterly. We did that with the parks commission too. You can talk about it and if you want to change it but those are the reasons why we went to quarterly from every other month.

Director Meersman has always said that a lot of the stuff brought up at the meetings, you could always give him a call about. Julie has texted me before and he doesn't mind those at all. He's timely about getting back or taking care of the issue.

Mr. Meersman stated that there was talk by the Council about getting rid of some commissions but we wanted to do our part, when the budget cuts came to keep all our commissions to get the valuable input when it's needed. Primarily he thinks things are very important when they start talking about rate adjustments and it would impact everybody. So that's when we would have special meetings to go over that stuff.

Member Fogg added that at the last meeting it was brought up and possibly have the meetings more frequently. He's been on the commission for quite a while and when you get to the summer, quite frequently it's hard to get a quorum with people away on vacation. It's counterproductive to have people show up and not have enough for a meeting. Member Fogg thinks it's best to stick with the quarterly meetings right now.

Director Meersman if something comes up and people feel we should have a special meeting. They could email him and say something has been brought up, check the dates and see if all are available and get a special meeting set ahead of time. We're not opposed to doing that. Everybody's time is valuable and when you have a meeting like this and have this many show up its obvious people have other things going on. That will be up to you to vote on.

Member Pickering if we look in the room right now there's four of us and that doesn't look well for us increasing our meeting when we barely had a quorum today. Then again, if we go back to, what's our value here if we're meeting so rarely, sometimes some of the issues that may be going on at the golf course, by the time we meet as a quorum, things have changed already.

Director Meersman said there have certain people that call him when they see something. If you see something on the golf course, you don't have to wait until a meeting to ask him about pin placements or any of that. Anything you want to know about, give him a call any time.

Director Meersman said he bought a device about pin placements, the tool can be set on the green where a cup would be placed and it tell you what the slope is. It tells with the green speeds you have, what slope it should be. His employees now can place it and if it's more than a three, the cup doesn't get put there. This winter we will chart all the greens and will know where it's breaking.

Member Fogg asked how frequently pin placements get changed.

Director Meersman stated they usually change twice a week, on Monday and Friday. Could they be changed more for the people that play every day, they would like it. That's why he likes the cup liners they help keep the turf around there moist so they don't dry out. We've changed them more on occasion when there are events going on. Some private club with a lot of money may change them every day. It's something we could look at.

Member Fogg said many golf courses have the map on the golf carts with the pin placements.

Director Meersman said he has them also but not in the carts. His employees follow a chart that does that. He tells them the general area to put the pin in. We do that to spread the traffic around the areas.

Member Bill Fogg made a motion to keep meeting dates on the agenda for the meeting. With seven members here there may be a difference of opinion. Motion was seconded by Member Kelly Pickering. All favored by vote of 4-0.

6. DIRECTORS REPORT

Director Meersman said the booklet regarding commission member duties is still being worked on by the Council. The booklet doesn't have a lot of purpose right now. At some point they address and rewrite the book. When they do, we should have some input on what is in there. He also has some thoughts on things to go in there. It's important for you to be thinking about what should be in there. It was in last meetings packet and you would be more confused after reading it. When Council says the booklet will be redone, we should have some thoughts on what should be in there.

Director Meersman reported that Levi is doing better he's up and about and it's quite encouraging. He still has a long road to go.

Director Meersman stated the next meeting is November 18, 2015.

7. ANNOUNCEMENTS BY COMMISSION MEMBERS

Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings.

Member Fogg wanted to bring up as an agenda item for next meeting. After the tournament this Saturday he checked in the Club House that we have these blue waste bins to put cans in and the discarded empty beer and soda cans. When he was on this commission when we suggested to recycle these cans and to have the money go to Kingman Youth Golf. It just scares him that the bins aren't being emptied. He mentioned it to another Mens Club Member and he didn't think that the money was going to the Junior Golf. He was wondering if we could look into that and find out.

ADJOURNMENT

Commission Member Kelly Pickering made a **MOTION** to **ADJOURN**. Commission Member Julie Moon **SECONDED** and was **APPROVED** by a vote of 4-0.

ADJOURNMENT: 5:18 p.m.

STATE OF ARIZONA)
COUNTY OF MOHAVE)ss:
CITY OF KINGMAN)

CERTIFICATE OF COMMISSION MINUTES

I, Karen Fogg, Parks & Recreation Administrative Assistant and Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Regular Meeting of the Golf Course Advisory Commission of the City of Kingman held on August 19, 2015.

Dated this _____ day of November 18, 2015

Karen Fogg, Administrative Assistant and Recording Secretary

Golf Advisory Commission Attendance Sheet

Year Term is Up	Jan.		Feb.		March		April		May		June		July		August		Sept.		Oct.		Nov.		Dec.	
	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.
'17= Dale, David	N		EX		N		N		P		N		N		EX		N		N				N	
17- Moon, Julie	O		P		O		O		P		O		O		P		O		O				O	
'15- Farmer, Joe			P						EX						P									
'15 Powell, Jim	M				M		M		P		M		M		EX		M		M				M	
'15- Pickering, Kelly	E		EX		E		E		P		E		E		P		E		E				E	
'16-- Gurzi, Frank - Chair	E		P		E		E		P		E		E		EX		E		E				E	
'16-- Fogg, Bill	T		P		T		T		P		T		T		P		T		T				T	
Council	I				I		I				I		I				I		I				I	
Council	N				N		N				N		N				N		N				N	
Golf Pro	G		EX		G		G		P		G		G		EX		G		G				G	
Director			P						P						P									
Council			EX						P						EX									

Membership Code:

- YR - In first 3 year term
- YR = In second 3 year term
- YR * Appointed to less than 18 month term
- YR -- Serving third 3 year term (super majority vote)

MONTHLY ACTIVITY REPORT
 CERBAT CLIFFS GOLF COURSE

Month – August 2015

ITEM	NUMBER
NUMBER OF 9 HOLE ROUNDS	1,258
NUMBER OF 18 HOLE ROUNDS	1,377
NUMBER OF GOLF LESSONS	35
GREENS FEE REVENUE	67,768
ANNUAL PASSES	15,980
REGULAR	51,788
GOLF CARD	0
MOTOR CART REVENUE	28,492
PRIVATE CART TRAIL FEES	3,320
REGULAR	25,172
DRIVING RANGE REVENUE	3,438
TOTAL HOURS OF RANGER ACTIVITIES	140
TOTAL HOURS BEVERAGE CART ON COURSE	10
NUMBER OF TOURNAMENTS	2
TOTAL TOURNAMENT PARTICIPATION	192

MONTHLY ACTIVITY REPORT
 CERBAT CLIFFS GOLF COURSE

Month – September 2015

ITEM	NUMBER
NUMBER OF 9 HOLE ROUNDS	1,163
NUMBER OF 18 HOLE ROUNDS	1,685
NUMBER OF GOLF LESSONS	25
GREENS FEE REVENUE	45,331
ANNUAL PASSES	13,360
REGULAR	31,971
GOLF CARD	0
MOTOR CART REVENUE	29,108
PRIVATE CART TRAIL FEES	4,140
REGULAR	24,968
DRIVING RANGE REVENUE	3,399
TOTAL HOURS OF RANGER ACTIVITIES	100
TOTAL HOURS BEVERAGE CART ON COURSE	20
NUMBER OF TOURNAMENTS	4
TOTAL TOURNAMENT PARTICIPATION	264

2015 Tournament Schedule

Cerbati Cliffs Golf Course

	EVENT	DATE	DAY	TIME	# GOLFERS	Notes
Mar	Farnham Group	3/14/2015	Fri	9:30 AM	24	Tee Times
	Simpson Group	3/14/2015	Sat	8:45 AM	12	Tee Times
April	Ladies Fun Group	4/8/2015	Tues	9:00 AM	44	Shotgun Front Nine
	Rotary	4/12/2015	Sat	9:00 AM	144	Shotgun all holes
	Central Church	4/18/2015	Sat	8:00 AM	40	Tee Times
	Fred Lingenfelter	4/26/2015	Sat	8:00 AM	144	Entire Golf Course
May	Margarita Open	5/2/2015	Sat	8:00 AM	72	Shotgun back to 15
	KAOL	5/9/2015	Sat	8:00 AM	40	Shotgun behind Mens
	United Ways	5/16/2015	Sat	8:00 AM	100	Shotgun back to 15
	Desert/Shuffler	5/30/2015	Sat	8:00 AM	144	Shotgun all holes
	Desert/Shuffler	5/31/2015	Sun	8:00 AM	144	Shotgun all holes
June	KMGA	6/13/2015	Sat	8:00 AM	50	Shotgun back to 15
	Lee Williams	6/26/2015	Fri	Dark	40	Old Front Nine
	KAAP	6/27/2015	Sat	8:00 AM	100	Shotgun back to 15
July	COK JR	7/7/2015	Tues	7:00 AM	55-75	Tee Times
	COK JR	7/8/2015	Wed	7:00 AM	55-75	Tee Times
	Firemans	7/11/2015	Sat	8:00 AM	144	Shotgun all holes
	Pine Lake	7/18/2015	Sat	8:00 AM	100	Shotgun back nine
Aug	Shirochman	8/12/2015	Wed	8:00 AM	40	Tee Times
	Shirochman	8/13/2015	Thurs	8:00 AM	40	Shotgun back to 15
	Code 3	8/15/2015	Sat	8:00 AM	100	Shot Gun Back Nine
	Elks	8/22/2015	Sat	8:00 AM	72	Shotgun back to 15
Sept	ARCA	9/10/2015	Thurs	8:00 AM	80	Shotgun back to 15
	MEC	9/12/2015	Sat	8:00AM	72	Shotgun back to 15
	KRMC	9/19/2015	Sat	8:00AM	72	Shotgun back to 15
	Holly Mack Glo Ball	9/25/2015	Fri	Dark	72	Original (9)
	KMGA Club Championship	9/26/2015	Sat	8:00 AM	50	Tee Times
	KMGA Club Championship	9/27/2015	Sun	8:00 AM	50	Tee Times

Tournaments Not Confirmed
Lake Esnore

Kelly Tanner		
Krush		
City/County		

Updated 05/06/2015 (lep)

Golf Course Report Wednesday 11/18/15

Greens: All greens look great and have been given another application of growth regulator, fungicide and insecticide. These applications have proven to be very beneficial in reducing the turf grass disease outbreaks that occur in the extended hot humid conditions. As we go into the winter, these applications will help to insure strong turf conditions and encourage root development to keep the greens healthy thru the long hot summers.

Tees: All tees were given two applications of granular fertilizers. The new tee at #10 as well as the new approach on #12 are open and in use and filling in well. The crew has been filling divots on all tees as time allows. All Tees were given 2 liquid applications of three soluble fertilizers in combination with a synthetic acid.

Irrigation: On Saturday, September 5th, the first day of the three day weekend celebrating Labor Day we had a mainline blowout on the golf course Irrigation System. This affected all of the Interior holes on the course (the original nine). With the high temperatures it had to be repaired or it would kill our valuable turf. With the irrigation mechanic out of town Ron Ackerson, our crew leader, and I spent the day repairing the mainline break, working with the backhoe and playing in the mud. We were both wore out the next day. What a way to start the holiday weekend. It makes you truly appreciate all of the work that the crew does! On Labor Day weekend. Thank you to all of them! During the monsoon storm on 9/12/15 we experienced a lightning strike at the golf course which resulted in damage to an irrigation satellite that supplies water to the driving range and the north holes. This satellite station has been repaired at a cost of approximately \$1,000.00. The irrigation mechanic has repaired two main line leaks on fairway # 7. New irrigation has been added to a trouble area next to # 16 aprons. This improvement was much needed and will eliminate an unplayable area directly behind the green. We are continuing to make repairs and upgrades to the irrigation system. The digging up, removing the sprinkler heads and flushing the pipes out is helping to insure better coverage and reduce water consumption. In this process we find rocks, plumbing tape and pieces of pipe plugging the sprinklers keeping them from performing properly.

#18 Fairway: The extended high temperatures and high humidity have stressed the turf in the fairways causing some patchy thin areas. The cool season grasses have a very hard time surviving the extreme temperatures and heavy golf cart traffic areas. The airification of problem areas in fairways went well; this will help alleviate the compaction. The coring and processing allows the turf to breathe and absorb water and nutrients more efficiently cooling the turf canopy. With the cooler weather and shorter days if we did nothing to these areas they will look fine in two months; but it will all be Poa annua. Poa annua looks great and is a great playing surface but has a very shallow root system and will die when we get in the extended 100 degree days next year. We have airified the troubled areas and are slit seeding all fairways with a combination of Perennial Ryegrass, Blue Grass and fescue. These grasses have very deep strong roots and will do better handling the extreme heat and heavy golf cart traffic. The slit seed is coming in nicely. We are watering these areas on a daily basis to keep the seed germinating and the young grass plants alive. With cooler weather we have reduced the irrigation runtimes on the overnight watering and are doing more spot watering during the day. This practice has proved very beneficial in reducing the wet areas on the course, conserving water and produces an excellent growing environment for the young grass plants.

Trees: The crew has been kept busy trimming hanging branches on trees through-out the course. We will be chipping up the limbs soon to add to the compost material.

Crew: The crew and inmate labor force have kept busy maintaining the course. Since the last report the golf course has utilized 1464 hours of inmate labor. We have received many positive comments from not only our locals but also from out of town customers. One couple from Indio, California stated that Cerbat Cliffs was the best municipal course that they had played during their travels. It is always nice for our crew to hear these positive comments. Again this year in preparation for the Route 66 Festival several golf course crew members and their Inmate crew did a great job of weed removal. They cleaned along sidewalks, curbing and streets including along 93. Several golf course crew members took part in the staging of the 45th annual Andy Devine Days Parade as well; helping to make this another great success. The weekend of the Parade and the Festival was very busy at the golf course too; with the Kingman Men's Golf Association two day tournament and a lot of out of town play that were very complimentary about the golf course. The crew has utilized inmate labor on the Airway underpass cleanup. This project took three days to complete. Two crew members pitched in to help with the Fall Festival again this year as well as the Drive-In Movie at South Side Park.

Miscellaneous: The mechanic staff continues to repair and rebuild our ageing equipment at minimal cost. They have done a retro-fit on an existing vehicle to accommodate a spray rig. This equipment will enable our pesticide applicators to cover more area in a timely manner and reduce the number of unsightly weeds through-out the city. The ponds on #6 and #9 have had an application of herbicide to reduce the cattail growth. The fountains have been cleaned and are working properly. The Arizona Department of Game and Fish are catching the fish that have been raised in our golf course ponds, they are now large enough to release in the Colorado River.

Mike Meersman



City of Kingman

10 NORTH FOURTH STREET • KINGMAN • ARIZONA • 86401 • (928)753-5561

www.cityofkingman.gov

8/3/15

Reference: For Discussion regarding going from Quarterly to Bi-monthly Meetings

Golf Course Advisory Commission Members,

In 2012 the Golf Course Advisory Commission voted to Change meetings from bi-monthly to Quarterly. Attached is the actual list of items for discussion from that meeting, "**Changing Commission meetings from Bi-monthly to Quarterly 2012**". Most of these items are still very relevant today. Also attached are the meeting minutes from the Golf Course Advisory Commission Regular Meeting from September 19, 2012, Item 6. **Regular Meeting Date Adjustments.**

There are three commission members from that meeting that are still on this commission. After some discussion there was a Motion made by commission member Gurzi for this commission to meet quarterly and it was seconded by member Fogg and the motion passed by a 6-0 vote.

As it was back then many of the items that are brought up at our meetings can be addressed by stopping me when you see me at the golf course, calling or emailing me. With the limited budget there are not many capital projects to meet, discuss and act upon. If something should come up; at Council request we can schedule an emergency meeting.

If you have any questions about this or anything else please feel to call or email me.

Sincerely,

Mike Meersman

Director of Parks & Recreation Department

Phone (928) 692-3105

Cell (928) 303-6087

Email: mmeersman@cityofkingman.gov

"KINGMAN, HEART OF HISTORIC ROUTE 66"

Changing Commission meetings from bi-monthly to Quarterly 2012

- With limited budgets many cities have cut out commissions as a cost saving effort, there have been some discussions regarding this in our city as well.
- We feel it is important to continue and get the commission members valuable input.
- As we are always looking for areas to save the budget; quarterly instead of bi-monthly.
- This will allow us to keep your input when the Council requests your recommendation.
- With limited budgets there are not many capital projects to meet, discuss and act upon.
- If something should come up; at Council request we can schedule an emergency meeting.
- Commission members, Council liaisons, and our staff's time is valuable, evident by poor attendance.
- Changing meetings from bi-monthly to Quarterly will save two meetings per year per commission, 6 for our staff.
- This will allow us to keep your valuable input.

Below is some of the cost of doing commission meetings that sometimes go unrecognized.

- Over time pay for staff to attend each meeting to record and document the minutes
- Four to six hours to interpret, assimilate & type the minutes.
- Several hours to gather information, agendas and preparing packets for mailing out.
- Preparing agendas, action agendas, approved minutes, including all on cities web site.
- I.T. Department recording the meetings and putting them on the website.
- Several hours are spent to prepare reports.
- Postage, Paper and printing cost to assemble and send out Commission packets.
- The Park and Recreation Department Administrative Assistant has three commissions that we work with.

6. REGULAR MEETING DATE ADJUSTED

Director Meersman explained the reasoning about going to quarterly meetings. There have been many cities that are cutting out commissions, but he feels we should keep the commission but change to quarterly from bi-monthly. It would save the department six meetings a year. It becomes expensive putting all the reports and minutes together. Mr. Meersman feels it's important to keep the commission and the members input. There aren't a lot of major funds or decisions to be made on the golf course or in the parks right now.

If Council wants input from the commission, a special meeting could be called. Everyone's time is important, the members, council liaison, and staff. You as member can always call Mike or Levi with suggestion or concerns that need to be dealt with.

This commission was put together when the original nine holes were made. It was kept around for the new nine. This commission is important for major things. We have a wealth of knowledge here and Council would not hesitate to have us call a special meeting to give them information.

Director Meersman suggested February, June August and November be the quarterly months.

MOTION BY MEMBER GURZI FOR THE GOLF COURSE ADVISORY COMMISSION TO MEET QUARTERLY WAS SECONDED BY MEMBER FOGG, MOTION PASSED BY A VOTE OF 6-0.

Golf Advisory Commission Attendance Sheet

Year Term is Up	Jan.		Feb.		March		April		May		June		July		August		Sept.		Oct.		Nov.		Dec.	
	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.
'17=	Dale, David	N	EX		N		N		P		N		N		EX		N		N					
17-	Moon, Julie	O	P		O		O		P		O		O		P		O		O					
'15-	Farner, Joe		P						EX						P									
*15	Powell, Jim	M			M		M		P		M		M		EX		M		M					
'15-	Pickering, Kelly	E	EX		E		E		P		E		E		P		E		E					
'16=-	Guizi, Frank - Chair	E	P		E		E		P		E		E		EX		E		E					
'16=-	Fogg, Bill	T	P		T		T		P		T		T		P		T		T					
Council		I			I		I				I		I				I		I					
Council		N			N		N				N		N				N		N					
Golf Pro	Pitts, Levi	G	EX		G		G		P		G		G		EX		G		G					
Director	Meersman, Mike		P						P						P									
Council	Carver, Larry		EX						P						EX									

Membership Code:

- YR - In first 3 year term
- YR = In second 3 year term
- YR * Appointed to less than 18 month term
- YR -= Serving third 3 year term (super majority vote)

Golf Advisory Commission Attendance Sheet

Year Term is Up		Jan.		Feb.		March		April		May		June		July		August		Sept.		Oct.		Nov.		Dec.	
		Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.	Reg.	Spec.
'14-	Date, David	N		N		N		N		N		N		N		N		N		N		N		N	
'14=	Parker, Greg	O		O		O		O		O		O		O		O		O		O		O		O	
'15-	Famer, Joe																								
'15-	Jones, Edward	M		Q		M		M		Q		M		M		P		M		M		P		M	
'15-	Pickering, Kelly	E		U		E		E		U		E		E		EX		E		E		EX		E	
'16=	Gurzi, Frank - Chair	E		O		E		E		O		E		E		EX		E		E		P		E	
'16=	Fogg, Bill	T		R		T		T		R		T		T		P		T		T		P		T	
Council		I		U		I		I		O		I		I				I		I				I	
Council	Anderson, Richard	N		M		N		N		M		N		N		P		N		N		P		N	
Golf Pro	Pitts, Levi	G				G		G				G		G		P		G		G		P		G	
Director	Mearnsman, Mike															P						P			
Council	Young, Carole															P						P			

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- YR = In second 3 year term
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- YR -- Serving third 3 year term (super majority vote)