



## **ROHNERT PARK GOLF COURSE OVERSIGHT COMMITTEE**

### **REGULAR MEETING MINUTES**

**Tuesday, April 4, 2017**

**6:00 p.m.**

**MEETING LOCATION: Rohnert Park Community Center  
5401 Snyder Lane, Rohnert Park, California**

#### **1. CALL TO ORDER/ROLL CALL**

The meeting was called to order by Chair Harrow at 6:00 p.m.

Committee Members present: Chair Michael Harrow, Susan Harrow, Michael Bird, Gerald Griffin, and Michael Schwarz, and City Council Liaison Joseph Callinan.

Committee Members absent: Joe Sturdivant.

City Staff present: John McArthur, Director of Public Works & Community Services; Tom Kelley, General Service Supervisor

#### **2. PUBLIC COMMENTS**

None.

#### **3. APPROVAL OF MINUTES**

The meeting minutes for the regular meeting of October 4, 2016, were unanimously approved.

#### **4. COURSE REPORT**

The Foxtail Course Report was received from Mark Brouwer, Foxtail General Manager. The course report indicated that record rainfall negatively affected course conditions and revenue. General Manager Brouwer also advised that the recruitment for a replacement Maintenance Superintendent is in process, 125 new golf carts will be delivered by the end of the month, the banquet room was repainted and carpeting replaced. Additional repairs needed include: the driveway to the maintenance building requires additional gravel, a porta-potty has been placed due to the failed septic tank for the South Course bathroom, and 12 trees near the railroad tracks fell during winter storms. The Men's restroom on the South Course front nine is currently closed and in need of rehabilitation. It was suggested to convert the Women's restroom to a gender-neutral restroom. It was further suggested to defer this ongoing matter to the Golf Review Committee.

#### **5. OLD BUSINESS**

- a. Capital Improvement Projects – Restroom, Cart path, and Tree replacement updates  
Cart paths completed, 20 more trees to plant by end of the fiscal year. It was suggested adding 30 new trees to the 2017-18 budget.

## 6. NEW BUSINESS

a. Winter 2016-17 Maintenance Summary Report – The Quarterly Maintenance Report (Report) was presented by General Services Supervisor Tom Kelley. Comments received on the Report and course conditions to be included in the Report. Discussion included: Sand traps (bunkers) on South Course are in poor condition and need sand. It was suggested to create a tool for tracking areas in need of improvement from previous reports.

### b. Committee Roles

#### i. Bylaws

#### ii. Rosenberg's Rules of Order

The Committee discussed Bylaws and Rosenberg's Rules of Order. All Committee members were in favor of the concept. Members would be appointed to two year terms, creating a chair and vice-chair with two year terms, using parliamentary procedure Rosenberg's Rules of Order. Determination of voting members will need to be discussed.

### d. July meeting schedule

The next meeting will be held July 18, 2017 due to the July 4<sup>th</sup> holiday falling on the regular meeting date.


## 7. COMMITTEE MEMBERS' COMMENTS & REQUESTS

The committee requested adding discussion of the memorial plaque program to the agenda for the next meeting. The committee discussed adding golf course way-finding signage throughout the city, having future meetings scheduled at Foxtail, making the 1<sup>st</sup> hole more appealing and adding landscaping to enhance entryway, and adding cart path roundabouts at 7<sup>th</sup> and 17<sup>th</sup> holes on North Course.

## 9. ADJOURNMENT

The meeting was adjourned by Chair Harrow at 7:45 p.m. to the next regularly scheduled meeting on Tuesday, July 18, 2017, 6:00 p.m. at the Rohnert Park Community Center.

  
\_\_\_\_\_  
**Michael Harrow**  
Chair

  
\_\_\_\_\_  
**John McArthur**  
Director of Public Works & Community  
Services