

**MINUTES OF THE GOLF ADVISORY COMMITTEE
OF THE CITY OF ROWLETT, TEXAS**

Tuesday, August 5, 2008 * 8:00 a.m.

**Waterview Golf Course
9505 Waterview Parkway
Rowlett TX 75089**

PRESENT: Larry Glick, Brad Marshall, Vincent Leal, Geoffrey Nichols, Ronnie Howell, Steven Ritchey (Alternate), Mark Garcia (Alternate)

GUESTS: Al Wilkinson and Chad Wilkinson with Waterview

STAFF: Bradly Houk, General Manager of Waterview Golf Course; Dru Bolen, Waterview Assistant Golf Course Manager; George Harris, Interim City Manager; Katie Corder, Assistant City Manager; Tim Hightshoe, Parks Division Manager; Dianne Zachary, Sr. Administrative Assistant

1. The meeting was called to order at 8:00 a.m. by Chairman Glick.
2. A quorum was present.
3. Geoff Nichols made a motion to accept the July 8th minutes with the following changes:

- Page 1, No. 6, 10th bullet – delete word “really”
- Page 2, No. 7, 4th bullet – delete word “to” and insert word “not” after “do”.
- Page 2, No. 9, change the word “if” to “is”.
- Page 2, No.11, change \$100,000 to “\$100 million”.

Vincent Leal seconded the motion, and the vote was unanimous in the affirmative.

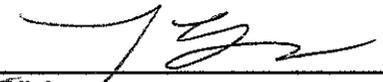
4. Bradly Houk reported on golf course conditions.
 - The watering schedule has been changed to affect the areas where new sprigs have been planted.
 - Areas of concern are on the left side on Hole 10, the side of Hole 16 where the new headwall was placed, the right side of Hole 12 where drainage line was repaired, the left side of Hole 15 next to the green and the backfield of 16 tee box. Four more bushels of springs have been ordered.
 - Drainage on Hole 10 will be addressed.
 - Contractor paid for re-sprigging left side of Hole 10 due to ordering too many sprigs initially, some of which died after planting.
 - Right side of Hole 8 may be over-seeded again after winter.
 - The golf course contractor should be finished by November 1st.
 - The Grand Re-opening was tentatively scheduled for October, but may have to be postponed until May so the course will be in top shape and all construction completed.

5. Discuss cleanup of retention ponds.
 - Brad Marshall introduced Al Wilkinson and Chad Wilkinson with Waterview who were responsible for the excellent work on the pond on Hole 11.
 - Ponds on Hole 6 & Hole 7 at the tee need to be addressed. The scope of work will be looked at.
 - Geoff asked for an update on where we are on the pond on #14. Larry Glick gave background information on the City's promise to provide the equipment for the cleaning of this pond. George Harris will look into the situation and get back to the Committee.
6. There were no staff updates on golf course improvements. Katie Corder reminded the committee the NTTA will hold the groundbreaking for the eastern extension of the George Bush Turnpike on August 21st.
7. Citizen complaints since 2004 on use of golf course facilities were explained by George Harris. A citizen who teaches golf lessons wants permission to teach at Waterview. In 2004 the City Attorney, Bob Hager, looked at the matter and felt there was no problem with a citizen teaching on the driving range as long as they paid for the golf balls like everyone else. George asked Bradley Houk to look into it, and he explained that American Golf has a contract with the City and they have the rights to the revenues. They have a binding contract for the instruction of lessons that requires the instructor to have liability insurance, pay a set monthly fee, provide his own signage and marketing. American Golf wrote a letter to this individual in 2004. The citizen who lodged the complaint has created problems in the clubhouse and on the driving range, and a disruptive presence. Most other courses do not allow instructors without PGA accreditation. The committee agreed that if someone wants to give a lesson to a friend without compensation, they are welcome on the driving range. They cannot solicit students.
8. Discuss the Golf Advisory Committee's Strategic Plan and establish responsibility to determine if the contract is being executed as written. Geoff Nichols asked who polices the contract with American Golf. Who has the fiduciary responsibility to insure the contract is being adhered to?
 - The golf passes given to the city are for the committee and others to visit the course and give feedback on its condition.
 - Tim Hightshoe, Park Division Manager, closely watches invoices that come across his desk for payment and checks them with Josh Peters.
 - The Director of Culture and Recreation is responsibility ultimately.
 - A grading form should be developed and the committee members would be responsible for completing them.
 - A list of responsibilities will be drafted for staff and for the committee.
 - George Harris explained the City audits contractors on an ongoing basis, and will work on this matter and revisit it with the committee.
9. Discuss the 2009 Bond Election. (Larry Glick)
 - City Manager's office will send a list of contacts for the Bond Committee to the Golf Committee.
10. Public Announcement. Members of the Board and/or staff may make announcements of local civic events. No member of the board or commission may discuss nor taken any action with regard to the announcements.
 - Committee members whose terms expire must have their applications submitted no later than August 31.

11. Members of the board may request topics for future agenda meetings. No member of the board or commission may discuss any of the requested subjects until such matter has been properly placed on a posted agenda.
- Katie Corder will give an update to the Committee regarding the Park & Recreation Bond Committee.
 - Vincent Leal would like an accounting of all work done on the drainage project at Waterview.
12. Adjournment.
13. Tour



Dianne Zachary
Sr. Administrative Assistant



Larry Glick
Chairman