

September 19th, 2017



**MINUTES OF THE REGULAR MEETING OF THE
ARROYO SECO GOLF COURSE SUBCOMMITTEE
OF THE CITY OF SOUTH PASADENA CONVENED
THIS 19th DAY OF SEPTEMBER 2017, AT 6:30 P.M.
CITY COUNCIL CHAMBERS
1424 MISSION STREET**

1. ROLL CALL

Regular Meeting of the Arroyo Seco Golf Course Subcommittee convened at 6:35 p.m.

Staff R. Martin called the roll. Present were Subcommittee members: Chair L. Wheeler, N. Wilms, D. Beadle.

Other Officials and Staff present: Community Services Director/Staff Liaison S. Pautsch, Golf Consultant D. Sams, City Council Liaison Dr. R. Schneider, Finance Director D. Batt, and Staff R. Martin.

Not present at time of roll call: D. Fox and City Council Liaisons Mayor M. Cacciotti; both arrived shortly after roll call.

Excused Absence: Subcommittee member G. Pia.

2. APPROVAL OF THE JUNE 21ST, 2016 MINUTES

Item was tabled, will need the approval of more than one Subcommittee from that meeting present in order to pass motion.

3. APPROVAL OF THE JUNE 25TH, 2016 MINUTES

Item was tabled, will need the approval of more than one Subcommittee member from that meeting present in order to pass motion.

4. COMMENTS ON MATTERS NOT ON AGENDA

None

5. PRESENTATION/ (ACTION/DISCUSSION)

None

ACTION AND / OR DISCUSSION ITEMS

6. REVIEW OF 2016-17 ARROYO SECO GOLF COURSE FINANCIALS

Director Pautsch presented item. She briefly reviewed the monthly financial report which included: details on operational and capital expenses, overall revenue, rounds played, and water reservoir usage details. She also gave Subcommittee a brief Arroyo Seco Pedestrian and Bicycle Trail update and its potential impact. No motion was made.

7. DISCUSSION REGARDING FOOD & BEVERAGE OPERATION

Director Pautsch presented item. She reviewed the Expense vs. Revenue report which indicated a loss. Director Pautsch let the Subcommittee know that moving forward, they will be making changes; the City will go out for an RFP for new vendor as well as a RFQ (Request for Qualification). Commissioner Fox inquired about the possibility of closing the F&B (Food & Beverage) operation in efforts to save money, Consultant Sams strongly advises against that option. Sams' recommendation to subcommittee: keep operations open (especially the bar) and consider bringing in an F&B consultant to determine what best fits the facility's needs. No motion was made.

8. DISCUSSION REGARDING HISTORICAL REPORT OF CLUBHOUSE AND SURROUNDING LANDSCAPE

Director Pautsch presented item. She briefly reviewed the details of the Cultural Heritage Commission (CHC) Historical report. Before the Subcommittee moves forward with recommendations regarding changes to the buildings on the golf course properties, the CHC will present their historical findings to the City Council. City Council will give the Subcommittee further direction on how to proceed

MOTION: Subcommittee recommended City Council review the CHC Historical report, Subcommittee would like move forward with making the following recommendations regarding facility and operations:

- a) Begin the planning of any necessary renovations/ updates to facility in an adaptive reuse capacity so it is available for meeting space and other services, while maintaining its historical value
- b) Change the current F&B operations in efforts to minimize the financial loss, (at least breaking even), as well as streamline better quality food in order to conform to its current use.

(Wheeler, Fox)

Subcommittee asked staff to give them notice when their recommendation is on City Council agenda. Additionally, they requested staff research the cost estimate of adding FootGolf to the Golf Course.

9. CITY COUNCIL LIAISON REPORT

September 19th, 2017

Mayor Cacciotti suggest staff research the possibility of allocating a small portion of the Racquet Center's City revenue to a separate capital improvement fund, designated for Arroyo properties. Staff will explore that possibility, and will update subcommittee when more information becomes available.

10. STAFF LIAISON REPORT

None

ADJOURNMENT

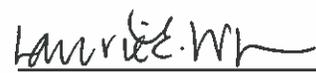
By consensus, the Subcommittee adjourned at 7:43 p.m. The next Commission meeting is October 17th, 2017.

Respectfully Submitted:

Approved By:



Sheila Pautsch
Community Services Director



Laurie Wheeler
Chair