



CITY OF JERSEY VILLAGE, TEXAS

GOLF COURSE ADVISORY COMMITTEE NOTICE OF A MEETING

November 9, 2020 at **5:30PM.**
Jersey Meadow Golf Club
8502 Rio Grande. Jersey Village, TX 77040

AGENDA

1. **Call to order**
2. **Approve Minutes from 09.14.2020**
3. **Citizen comments**
Any person who desires to address the Recreation & Events Committee regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Committee Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments.
4. **Items for individual consideration**
 - a. Review of current and Year-to-Date Financials (Fy20 & 21) *Matt Jones*
 - b. Golf Course Sign Review and Selection *Robert Basford & Matt Jones*
5. **Staff briefings**
 - a. Golf Course Operations Report *Matt Jones*
 - b. Golf Course Maintenance Report *Richard Flores*
 - c. Department Report *Robert Basford*
6. **Future agenda Item request**
7. **Next meeting date:** _____
8. **Adjournment**

I, Robert Basford, Parks and Recreation Director, City of Jersey Village, do hereby certify that the foregoing notice was posted in a place convenient to the general public at City Hall on the 5th day of November at 11:00am.

Robert Basford CPRP CPP CPO
Parks and Recreation Director

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending public meetings. Request for accommodations must be made to the Parks Administrative Secretary by calling 713-466-2174 forty-eight (48) hours prior to the meetings.

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

Notice removed ____ day of November, 2020

GOLF COURSE ADVISORY
COMMITTEE MINUTES OF
MEETING
September 14, 2020

1. Call to Order & Attendance Called to order at 6:11pm all members present except Ceri Davies, Greg Fair, and Bobby Warren. Staff Matt Jones, Richard Flores, Maria Thorne and Robert Basford present.
2. Approval of the March 9, 2020 meeting minutes
Motion made to approve minutes. Motion seconded. Motion passed.
3. Citizen Comments None
4. Items for individual consideration
 - a. Review of current and Year- to-Date Financials.
Financials over the previous handful of months have been great. Covid19 has impacted some industries but has actually produced a spike in golf participation. On base for one of the best years we have.
 - b. Rate Increase discussion on rate increase with regards to specific times experiencing different changes 2\$ to the early rate, 3\$ to the afternoon rate and 4\$ on the sunset rate. The sunset rate demand has increased as well as well as the number of incidents so the demand increase along with the cheapest rate grants the largest raise. The driving rage has experienced heavy usage and wait times so we plan to raise the rates to match demand while also increasing the number of balls we put in our range buckets to provide more of an experience for our customers. Star memberships will stay the same. Question regarding the senior rates: Those rates are contractual with the user groups and we don't foresee those rates changing more than 1\$ but that will be discussed during contract renewal. 1\$ per round for senior's wasn't discouraged by committee members.
 - c. Berm Project Update Mentioning of the two flood studies discrepancy, and that a new study needs to be conducted before we can move forward
 - d. Clubhouse update Bids that came back were also just as high.
 - E. Motion to move agenda item from 5B to 4E: Discussion of committee description. History was gathered and amendments were provide for review and discussion. A few adjustments were made with a question of "what happens when a new member wants to enter but everyone who's term ends wants to stay, how do you select?. Will we set the descriptions and initial terms on Monday? How are seats selected... This is to be reviewed by director.
5. Staff briefings
 - a. Golf Course Operations Report
Review of how JR golf camp went, how the change in tee times to every 12 minutes for covid19 and then to 10 minutes permanently benefitted the course. Provided insight on how the

course was re-rated and how the GHIN handicap was affected. Hats off to the pro shop staff for the hard work! Mention of golf cart incidents and all golf carts were fixed and placed back into fleet. Maintenance mentioned more specific training and working on some refreshers on day to day maintenance. Culture has increased and team building has increased and we plan to continue that momentum. Overview of some in house projects to improve the golf experience for everyone. Another highlight of the increased family participation and junior participation which is promising for the future. Question requests for the committee: no questions. Report on lake management and hurricane prep in regards to the lakes.

6. Future agenda items request

None.

7. Next Meeting Date: 11.9.2020 Request to have future meetings at 5:30 pm

8. Adjournment

Motion made to adjourn meeting. Motion seconded. Motion passed.



Jersey Village, TX

Golf Course Monthly Financial Statements

Group Summary

For Fiscal: 2020-2021 Period Ending: 10/31/2020

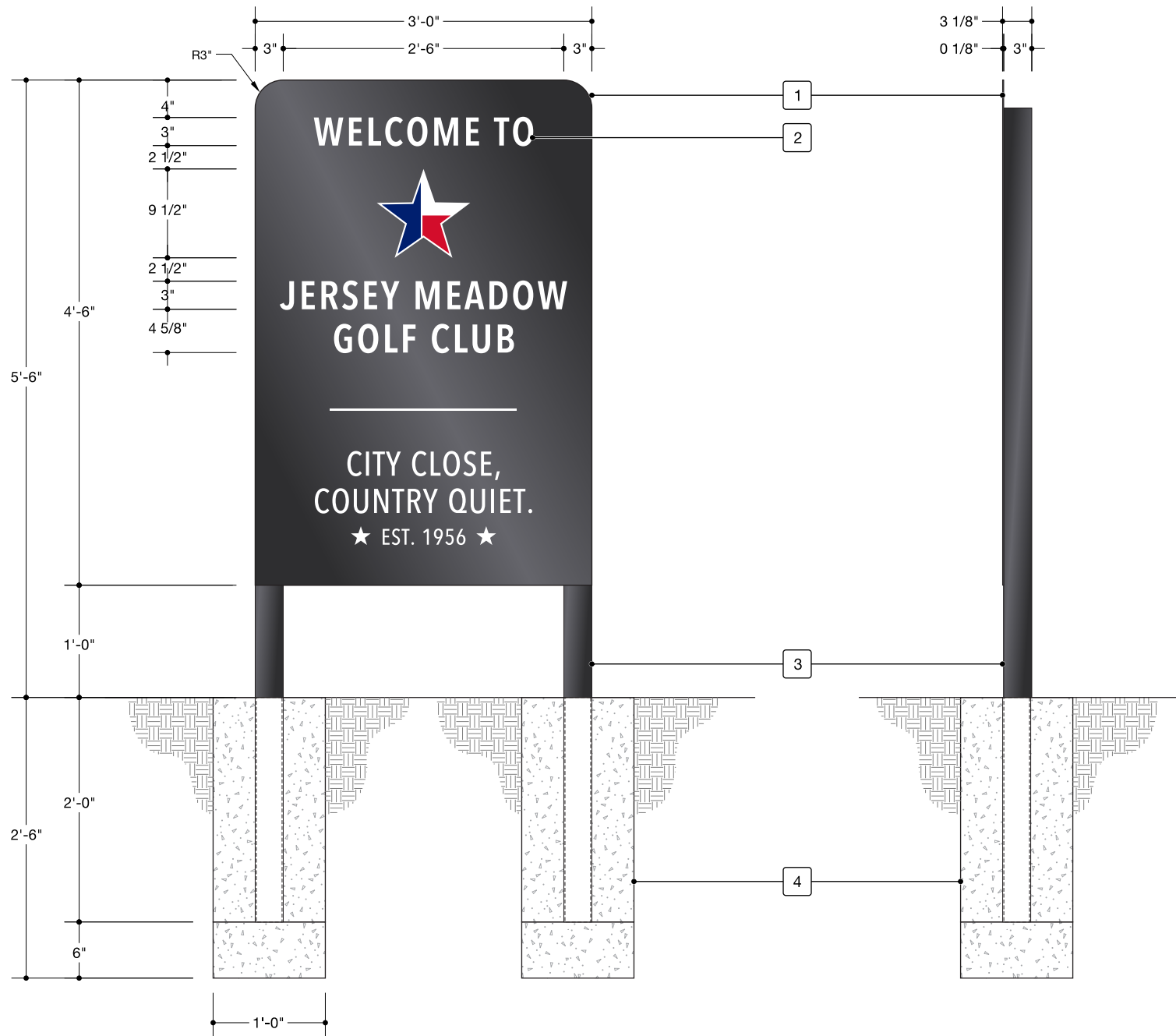
Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 11 - GOLF COURSE FUND						
Department: 80 - 80						
85 - FEE & CHARGES FOR SERVICE	1,609,800.00	1,609,800.00	199,224.30	199,224.30	-1,410,575.70	12.38 %
96 - INTEREST EARNED	1,000.00	1,000.00	5.53	5.53	-994.47	0.55 %
97 - INTERFUND ACTIVITY	345,891.14	345,891.14	0.00	0.00	-345,891.14	0.00 %
98 - MISCELLANEOUS REVENUE	25,000.00	25,000.00	0.00	0.00	-25,000.00	0.00 %
Department: 80 - 80 Total:	1,981,691.14	1,981,691.14	199,229.83	199,229.83	-1,782,461.31	10.05 %
Department: 81 - CLUB HOUSE						
30 - SALARIES, WAGES, & BENEFITS	496,304.88	496,304.88	39,842.88	39,842.88	456,462.00	8.03 %
34 - COST OF SALES	155,000.00	155,000.00	6,408.10	6,408.10	148,591.90	4.13 %
35 - SUPPLIES	17,150.00	17,150.00	0.00	0.00	17,150.00	0.00 %
45 - MAINTENANCE	4,450.00	4,450.00	0.00	0.00	4,450.00	0.00 %
50 - SERVICES	41,600.00	41,600.00	717.25	717.25	40,882.75	1.72 %
54 - SUNDRY	51,400.00	51,400.00	8,073.07	8,073.07	43,326.93	15.71 %
55 - PROFESSIONAL SERVICES	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
60 - OTHER SERVICES	20,000.00	20,000.00	19,337.38	19,337.38	662.62	96.69 %
97 - INTERFUND ACTIVITY	71,025.00	71,025.00	0.00	0.00	71,025.00	0.00 %
Department: 81 - CLUB HOUSE Total:	860,429.88	860,429.88	74,378.68	74,378.68	786,051.20	8.64 %
Department: 82 - COURSE MAINTENANCE						
30 - SALARIES, WAGES, & BENEFITS	574,067.31	574,067.31	40,398.81	40,398.81	533,668.50	7.04 %
35 - SUPPLIES	98,700.00	98,700.00	18,521.42	18,521.42	80,178.58	18.77 %
40 - MAINTENANCE--BLDGS, STRUC	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
45 - MAINTENANCE	19,000.00	19,000.00	1,873.18	1,873.18	17,126.82	9.86 %
50 - SERVICES	8,000.00	8,000.00	315.00	315.00	7,685.00	3.94 %
54 - SUNDRY	90,500.00	90,500.00	0.00	0.00	90,500.00	0.00 %
55 - PROFESSIONAL SERVICES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
97 - INTERFUND ACTIVITY	93,954.00	93,954.00	0.00	0.00	93,954.00	0.00 %
Department: 82 - COURSE MAINTENANCE Total:	893,221.31	893,221.31	61,108.41	61,108.41	832,112.90	6.84 %
Department: 83 - BUILDING MAINTENANCE						
35 - SUPPLIES	4,800.00	4,800.00	0.00	0.00	4,800.00	0.00 %
40 - MAINTENANCE--BLDGS, STRUC	16,000.00	16,000.00	233.70	233.70	15,766.30	1.46 %
45 - MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
50 - SERVICES	26,000.00	26,000.00	2,041.02	2,041.02	23,958.98	7.85 %
55 - PROFESSIONAL SERVICES	800.00	800.00	0.00	0.00	800.00	0.00 %
Department: 83 - BUILDING MAINTENANCE Total:	50,600.00	50,600.00	2,274.72	2,274.72	48,325.28	4.50 %
Department: 87 - GC CAPITAL IMPROVEMENT						
70 - CAPITAL IMPROVEMENTS	26,000.00	26,000.00	0.00	0.00	26,000.00	0.00 %
Department: 87 - GC CAPITAL IMPROVEMENT Total:	26,000.00	26,000.00	0.00	0.00	26,000.00	0.00 %
Department: 88 - EQUIPMENT MAINTENANCE						
30 - SALARIES, WAGES, & BENEFITS	87,169.95	87,169.95	5,181.43	5,181.43	81,988.52	5.94 %
35 - SUPPLIES	30,450.00	30,450.00	92.18	92.18	30,357.82	0.30 %
45 - MAINTENANCE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
50 - SERVICES	500.00	500.00	0.00	0.00	500.00	0.00 %
97 - INTERFUND ACTIVITY	27,320.00	27,320.00	0.00	0.00	27,320.00	0.00 %
Department: 88 - EQUIPMENT MAINTENANCE Total:	151,439.95	151,439.95	5,273.61	5,273.61	146,166.34	3.48 %
Fund: 11 - GOLF COURSE FUND Surplus (Deficit):	0.00	0.00	56,194.41	56,194.41	56,194.41	0.00 %
Report Surplus (Deficit):	0.00	0.00	56,194.41	56,194.41	56,194.41	0.00 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
11 - GOLF COURSE FUND	0.00	0.00	56,194.41	56,194.41	56,194.41
Report Surplus (Deficit):	0.00	0.00	56,194.41	56,194.41	56,194.41

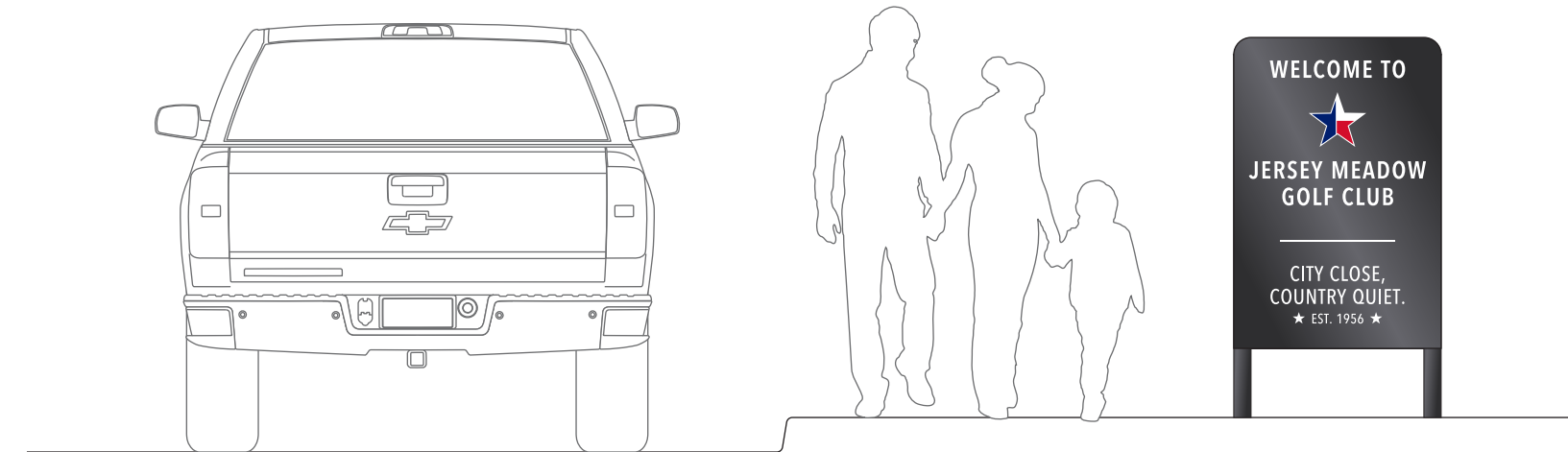
Jersey Meadow Golf Course
Monthly Report

FY 2020-2021	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	4,199												4,199
Tournament Rounds	432												432
Range buckets	2,502												2,502
Unearned Revenue	\$ (1,828.70)												\$ (1,828.70)
Star Memberships	\$ 2,377.46												\$ 2,377.46
Green Fees	\$ 141,058.90												\$ 141,058.90
Tournament Fees	\$ 13,045.47												\$ 13,045.47
Range Fees	\$ 17,672.31												\$ 17,672.31
Club Rental	\$ 390.00												\$ 390.00
Sales of Merchandise	\$ 17,709.62												\$ 17,709.62
Concession Fees	\$ 6,097.49												\$ 6,097.49
Miscellaneous Fees	\$ 2,450.00												\$ 2,450.00
Total Income	\$ 198,972.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 198,972.55
Weather Totals	1RO/1CM												
FY 2019-2020	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2822	2566.00	3505	2388	2490	2854	119	4916	4325	4935	4516	4202	39,638
Tournament Rounds	447	418.00	203	289	384	159	0	148	354	252	314	330	3,298
Range buckets	1508	1433.00	1478	1209	1581	1335	0	2205	1892	2053	2105	2245	19,044
Unearned Revenue	\$ 400.91	\$ (317.89)	\$ (2,154.02)	\$ 888.22	\$ 2,151.38	\$ (869.36)		\$ (1,196.43)	\$ (2,268.55)	\$ (886.59)	\$ (1,067.16)	-2251.51	\$ (7,571.00)
Star Memberships	\$ 5,042.78	\$ 2,178.46	\$ 4,127.77	\$ 4,402.75	\$ 3,400.19	\$ 8,901.18		\$ 7,176.37	\$ 6,040.07	\$ 4,346.20	\$ 3,191.19	5,543.08	\$ 54,350.04
Green Fees	\$ 80,370.21	\$ 78,523.77	\$ 110,211.22	\$ 60,955.71	\$ 72,572.18	\$ 82,188.50	\$ 2,954.35	\$ 163,982.17	\$ 138,989.99	\$ 157,398.71	\$147,675.64	137,051.64	\$ 1,232,874.09
Tournament Fees	\$ 13,053.96	\$ 12,342.40	\$ 5,437.16	\$ 8,154.89	\$ 10,871.77	\$ 4,486.89		\$ 3,982.41	\$ 10,281.47	\$ 7,587.12	\$ 8,601.62	10,372.60	\$ 95,172.29
Range Fees	\$ 10,699.65	\$ 8,606.44	\$ 13,836.14	\$ 7,972.55	\$ 10,145.66	\$ 10,230.65		\$ 15,918.29	\$ 13,079.70	\$ 15,253.98	\$ 15,050.54	17,622.61	\$ 138,416.21
Club Rental	\$ 300.00	\$ 320.00	\$ 360.00	\$ 320.00	\$ 575.00	\$ 545.00			\$ 505.00	\$ 350.00	\$ 525.00	400.00	\$ 4,200.00
Sales of Merchandise	\$ 16,110.06	\$ 14,074.31	\$ 18,896.41	\$ 11,981.09	\$ 13,269.78	\$ 11,835.19	\$ 224.37	\$ 21,452.21	\$ 22,601.63	\$ 23,408.83	\$ 20,116.55	24,693.77	\$ 198,664.20
Concession Fees	\$ 3,716.48	\$ 3,343.51	\$ 3,615.00	\$ 3,134.23	\$ 3,516.51	\$ 3,098.47	\$ 94.01	\$ 5,299.63	\$ 4,980.36	\$ 5,047.86	\$ 5,384.34	5,803.02	\$ 47,033.42
Miscellaneous Fees	\$ 424.00	\$ 1,253.00	\$ 675.00	\$ 4,824.00	\$ 2,533.00	\$ 2,230.00	\$ 60.00	\$ 900.00	\$ 940.00	\$ 2,467.50	\$ 3,445.00	2,735.00	\$ 22,486.50
Total Income	\$ 130,118.05	\$ 120,324.00	\$ 155,004.68	\$ 102,633.44	\$ 119,035.47	\$ 122,646.52	\$ 3,332.73	\$ 217,514.65	\$ 195,149.67	\$ 214,973.61	\$202,922.72	201,970.21	\$ 1,785,625.75
Weather Totals	4W/2RO/1CM	1W/5RO/1CM/1H	1W/1RO/1H	W13/5RO/0CM	5W/6RO/1CM	5W/1CM/7CV	27 CVD-19	1W/2RO/1CM	1W/3RO/1M	4W/1RO/1M	3W/2RO/1M	1W/3RO/1H	
Income Per Round	\$38.14	\$39.70	\$41.27	\$36.36	\$39.49	\$38.04	\$28.01	\$41.77	\$40.90	\$40.78	\$41.57	\$43.84	\$ 40.50
FY 2018-2019	October	November	December	January	February	March	April	May	June	July	August	September	YTD Totals
Rounds played	2389	2319	2117	1993	1873	3241	4169	3196	3346	4392	3809	2770	35,614
Tournament Rounds	582	393	299	257	297	367	526	636	682	304	304	331	4,978
Range buckets	1265	955	970	1031	1046	1284	1368	1181	1591	1606	1544	1351	15,192
Unearned Revenue	\$ (1,472.95)	\$ (1,668.62)	\$ (3,443.07)	\$ 1,430.45	\$ 60.48	\$ (134.21)	\$ 504.86	\$ (1,359.80)	\$ (2,370.72)	\$ (229.23)	\$ (201.60)	\$ (865.64)	\$ (9,750.05)
Star Memberships	\$ 2,094.31	\$ 1,601.02	\$ 3,748.62	\$ 2,358.88	\$ 1,996.45	\$ 6,057.91	\$ 5,552.78	\$ 3,475.34	\$ 2,823.76	\$ 4,319.36	\$ 4,588.93	\$ 4,294.91	\$ 42,912.27
Green Fees	\$ 65,328.60	\$ 52,816.14	\$ 68,371.79	\$ 42,809.31	\$ 44,185.56	\$ 85,369.39	\$ 103,277.89	\$ 88,751.10	\$ 96,727.91	\$ 121,034.15	\$104,445.40	\$ 77,863.67	\$ 950,980.91
Tournament Fees	\$ 17,318.04	\$ 11,240.60	\$ 7,232.24	\$ 6,767.13	\$ 7,847.31	\$ 11,481.95	\$ 16,021.51	\$ 17,097.50	\$ 21,215.16	\$ 8,816.48	\$ 9,044.27	\$ 10,591.82	\$ 144,674.01
Range Fees	\$ 6,576.03	\$ 4,475.29	\$ 9,669.19	\$ 5,207.18	\$ 6,205.01	\$ 7,889.27	\$ 7,087.90	\$ 5,831.73	\$ 7,207.86	\$ 9,019.33	\$ 8,733.55	\$ 7,613.81	\$ 85,516.15
Club Rental	\$ 624.66	\$ 325.00	\$ 200.00	\$ 300.00	\$ 240.00	\$ 220.00	\$ 500.00	\$ 480.00	\$ 660.00	\$ 440.00	\$ 260.00	\$ 280.00	\$ 4,529.66
Sales of Merchandise	\$ 15,603.17	\$ 12,923.62	\$ 11,727.68	\$ 7,095.43	\$ 14,064.14	\$ 14,104.40	\$ 20,214.49	\$ 19,090.89	\$ 21,910.22	\$ 18,239.02	\$ 22,489.56	\$ 16,744.87	\$ 194,207.49
Concession Fees	\$ 4,576.77	\$ 3,087.86	\$ 2,869.59	\$ 2,652.55	\$ 2,637.97	\$ 4,628.91	\$ 4,886.33	\$ 4,433.14	\$ 4,587.18	\$ 4,734.94	\$ 4,221.99	\$ 3,379.30	\$ 46,696.53
Miscellaneous Fees	\$ 1,236.00	\$ 258.00	\$ 723.00	\$ 2,475.00	\$ 1,538.94	\$ 3,071.00	\$ 1,389.00	\$ 670.00	\$ 1,019.00	\$ 570.00	\$ 605.00	\$ 590.00	\$ 14,144.94
Total Income	\$ 111,884.63	\$ 85,058.91	\$ 101,099.04	\$ 71,095.93	\$ 78,775.86	\$ 132,688.62	\$ 159,434.76	\$ 138,469.90	\$ 153,780.37	\$ 166,944.05	\$154,187.10	\$ 120,492.74	\$ 1,473,911.91
Weather Totals	7W / 3RO	11W/4RO/1H	11W/2RO/1H	15W/3RO	10W/3RO	5W	7W	6W/1RO/1CM	6W/2RO	2W/1CM	4W	5W/3RO/1CM	
Income Per Round	\$37.45	\$31.39	\$41.72	\$29.91	\$35.35	\$35.13	\$32.67	\$35.58	\$38.07	\$34.68	\$36.42	\$37.75	



1 ELEVATION
SCALE: 3/4"=1'

2 PROFILE
SCALE: 3/4"=1'



3 ELEVATION
SCALE: 3/8"=1'

DETAILS

- 1/8" aluminum message panel painted on all visible surfaces MP20306 Patinated Bronze Mettalic.
- Contour-cut vinyl letterforms and graphic Oracal 751-010 Matte White, Oracal 751-348 Scarlet Red, Oracal 751-511 Middle Blue.
Typeface: Avenir Next LT Pro Demi Condensed
- 3"x3"x1/8" aluminum square tube post painted on all visible surfaces MP20306 Patinated Bronze Mettalic.
- Concrete footer, 2500PSI

NOTES
N/A



4543 Brittmoore Road
Houston, Texas 77041
281.971.9529
vistexgraphics.com

PROJECT INFORMATION

CLIENT
CITY OF JERSEY VILLAGE
PROJECT
JERSEY MEADOW GOLF CLUB

PROJECT MGR DSTONE
DESIGNER CRILEY

PROJECT: 20-0171

SHEET DETAILS

GCI
Golf Club ID

DATE: 09/28/2020
SCALE: AS NOTED

FINISH AND MATERIAL SCHEDULE

P1	MP#20306 Patinated Bronze Mettalic
V1	Oracal 751-010 Matte White
V2	Oracal 751-348 Scarlet Red
V3	Oracal 751-511 Middle Blue

ISSUE

00	10/23/2020	FOR REVIEW
01	10/28/2020	REV PER CLIENT
02	10/29/2020	REV PER CLIENT
03	10/30/2020	REV PER CLIENT
04	11/03/2020	REV PER CLIENT

SHEET DESIGNATION

E-GCI-01.0

RUNNING SHEET NUMBER 1

All ideas, drawings, arrangements, and written materials appearing herein are the sole property of VisTex Graphics, LLC and shall not be duplicated, used by, or disclosed to any person, firm, or corporation for any reason without the explicit written consent of VisTex Graphics, LLC.



1 ELEVATION - CONCEPT A
SCALE: 1"=1'



2 ELEVATION - CONCEPT B
SCALE: 1"=1'



3 ELEVATION - CONCEPT C
SCALE: 1"=1'

PROJECT INFORMATION

CLIENT
CITY OF JERSEY VILLAGE

PROJECT
JERSEY MEADOW GOLF CLUB

PROJECT MGR **DESIGNER**
DSTONE CRILEY

PROJECT: 20-0171

SHEET DETAILS

GCI
Golf Club ID

DATE: 09/28/2020

SCALE: AS NOTED

FINISH AND MATERIAL SCHEDULE

P1	MP#20306 Patinated Bronze Metallic
V1	Oracal 751-010 Matte White
V2	Oracal 751-348 Scarlet Red
V3	Oracal 751-511 Middle Blue

ISSUE

00	10/23/2020	FOR REVIEW
01	10/28/2020	REV PER CLIENT
02	10/29/2020	REV PER CLIENT
03	10/30/2020	REV PER CLIENT
04	11/03/2020	REV PER CLIENT

SHEET DESIGNATION

E-GCI-01.1

RUNNING SHEET NUMBER	2
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All ideas, drawings, arrangements, and written materials appearing herein are the sole property of VisTex Graphics, LLC and shall not be duplicated, used by, or disclosed to any person, firm, or corporation for any reason without the explicit written consent of VisTex Graphics, LLC.

RESOLUTION NO. 2020-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, ESTABLISHING NEW REQUIREMENTS RELATED TO COMMITTEE MEMBERSHIP, TERMS OF OFFICE, REMOVAL FROM OFFICE AND VACANCIES, DUTIES AND RESPONSIBILITIES, QUORUM AND VOTING, AND MEETING PROCEDURES FOR THE GOLF COURSE ADVISORY COMMITTEE.

WHEREAS, on September 25, 2000, the City Council established a Golf Course Advisory Committee (GCAC) for the purpose of providing oversight of the Golf Course Management Committee's ongoing operations of a recently purchased municipal golf course. The oversight included the areas of fiscal management; long-term facilities and grounds maintenance programs; capital improvement programs; and management effectiveness. This committee consisted of three (3) members and one (1) alternate member; and

WHEREAS, on September 24, 2001, City Council voted to increase the membership size of the Golf Course Advisory Committee to seven (7) members; and

WHEREAS, over the course of years since 2001, the needs and the direction of the Golf Course have changed, requiring different involvement from the Golf Course Advisory Committee; and

WHEREAS, it is the desire of City Council to establish new requirements for involvement by the Golf Course Advisory Committee as it relates to membership, duties and responsibilities, and meeting procedures; **NOW THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:

Section 1. The facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct.

Section 2. Committee Membership

The Golf Course Advisory Committee shall be composed of seven (7) regular voting members appointed by City Council during the month of October. Each member shall be a resident of the city; however, at least three (3) members must also be actively involved with the Jersey Meadow Ladies Golf Association, Senior Golf Association, or Men's Golf Association, unless otherwise stipulated below.

Three (3) members of the Committee shall reside inside the city limits and be an active member in one of the Jersey Meadow Golf Associations (LGA, SGA, or MGA) with an emphasis on selecting one from each group, if possible, if such an association or organization is active. If the Jersey Meadow Golf Association or organization is not active, such member's only qualification will be that he/she be a resident of the city.

In the event that one of the association committee member positions cannot be filled due to the lack of participation or interest, the only requirement will be for that individual/position to reside within the city limits.

An exception can be made allowing one (1) non-resident to serve on the Golf Course Advisory Committee if the individual has extensive golf experience and is an active stakeholder/participant in the City's golf club.

In addition to the regular voting members of the Committee, the City Parks and Recreation Director shall serve as an ex-officio member of the Committee with no voting privileges.

All committee members of the Golf Course Advisory Committee shall receive no salary or compensation for serving on the Committee with the exception of the Director of Parks and Recreation, who shall receive no extra compensation other than as employed by the City of Jersey Village.

Section 3. Terms of Office

The Golf Course Advisory Committee members shall hold office and serve from and after the date of their respective appointments, subject to the conditions provided herein.

The members of the Golf Course Advisory Committee shall be identified by place numbers (1) through (7) effective October 1, 2020. Places (1), (2), (3) and (4) shall initially serve for a term of one year beginning October 1, 2020. Places (5) and (6) and (7) shall initially serve for a term of two years beginning October 1, 2020. Thereafter, all members shall be appointed for a term of two years.

The following individuals are appointed to serve as Committee Members on the Golf Course Advisory Committee for the initial one (1) year term to begin October 1, 2020 and end on September 30, 2021: Vance Burnham, Place 1; Greg Fair, Place 2; Jane Arnett, Place 3; and David L. Lock, Place 4.

The following individuals are appointed to serve as Committee Members on the Golf Course Advisory Committee for the initial two (2) year term to begin on October 1, 2020 and end on September 30, 2022: Ronald Schielke, Place 5 and Ceri Davies, Place 6. Place 7 is currently vacant. Once a member is appointed, the term for Place 7 will begin October 1, 2020 and end on September 30, 2022.

Section 4. Removal from Office and Vacancies

Any committee member may be removed at any time by a majority vote of the City Council for inefficiency, neglect of duty, malfeasance in office, or failure to maintain eligibility.

A vacancy arises if any committee member is absent from three (3) consecutive regular meetings or resigns.

If for any reason the position of any committee member shall have been vacated by removal or otherwise, the appointment and confirmation to fill such vacancy shall be made by the City Council for the unexpired term of the vacated office.

Section 5. Duties and Responsibilities

The Golf Course Advisory Committee shall have the following duties and responsibilities:

The Committee shall not exercise any executive authority or power, but it shall act in an advisory capacity to the Parks and Recreation Department, the City Council, and the City Manager in matters pertaining to the golf course, including fees and fee structures.

The Committee shall cooperate with other agencies and civic groups in the advancement of sound golf course operations, activities, planning and programming.

The Committee shall present City Council with a written report no less than twice per year, or when requested by the City Council.

Section 6. Quorum and Voting

A minimum of four (4) Committee members are needed to form a quorum.

An official recommendation requires a majority vote of the quorum of Committee members present (e.g., 4 of 7 members present, 3 of 4 members present).

Section 7. Meeting Procedures

All meetings of the Golf Course Advisory Committee shall be open to the public and shall be governed by the Open Meetings Act.

The voting membership of the Golf Course Advisory Committee shall elect, in October of each year, a Chairperson and Vice-Chairperson to serve a term of one year to conduct the meetings and the voting members shall fill any vacancy in either of the offices of Chairperson or Vice-Chairperson.

The Golf Course Advisory Committee shall have the authority and duty to adopt rules governing its official meetings.

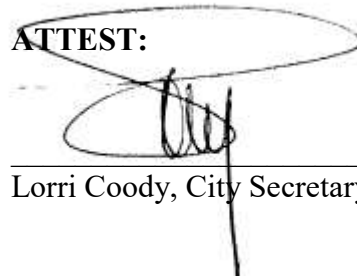
The Committee will meet on an as needed basis with a regular meeting being held on the second Monday of every other month.

The Director of Parks and Recreation or his/her designee will serve as the Committee's Secretary and shall be responsible for preparing and posting the Committee's agendas and keeping and recording minutes for all meetings. It shall be the duty of the Committee to approve the minutes for each meeting.


Any member of the committee may submit an agenda item request to the Chairperson to be considered for the meeting agenda.

PASSED AND APPROVED this the 19th day of October, A.D., 2020.

ATTEST:



Lorri Coody, City Secretary



Andrew Mitcham, Mayor

