



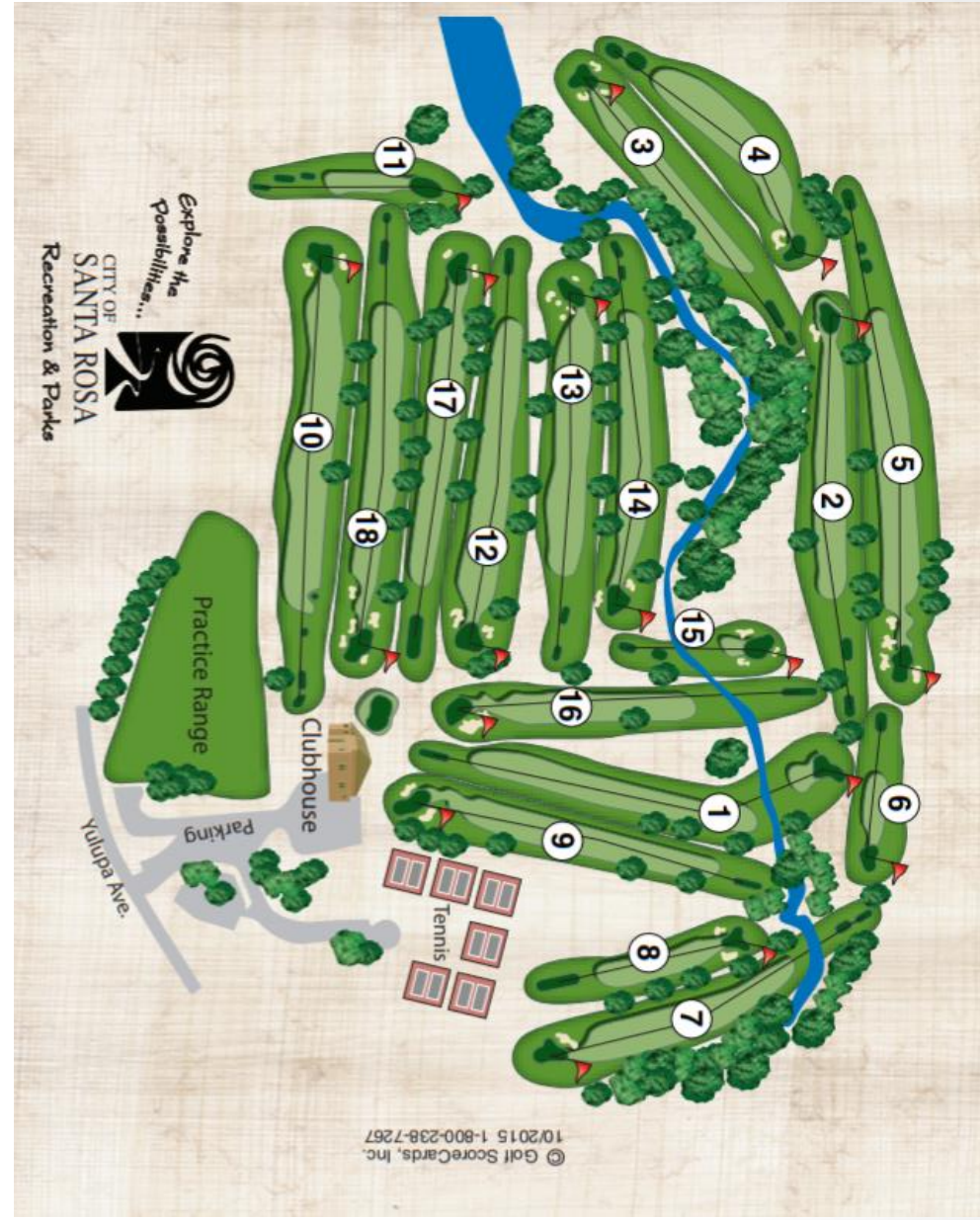
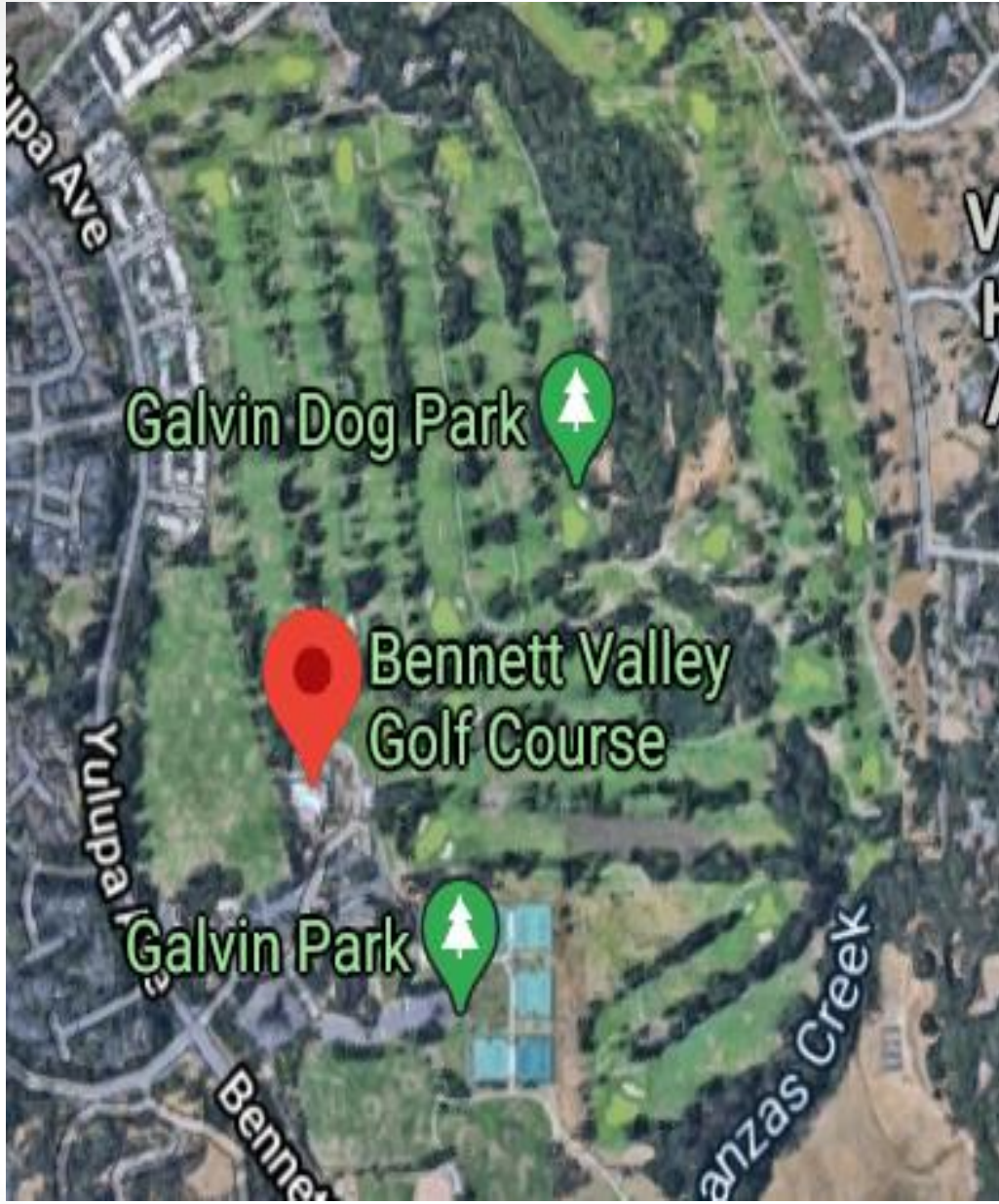
Bennett Valley Golf Course Operational Study Scope of Work

City Council
August 17, 2021

Jason Nutt, Assistant City Manager
Transportation & Public Works

Background

- Golf Course
 - 18 Hole, Par 72, 6,500-yard
 - Unlit driving range w/ multiple tee boxes and natural turf and artificial pads
- Pro Shop: 2,232 square feet
- Restaurant: 14,146 square feet
 - 2,107 square feet of rentable event space
 - Commercial kitchen sized to serve restaurant and event simultaneously



Background (cont.)

- Pro Shop and Restaurant constructed with bond issuance in 2004
- Restaurant contract first issued in 2005; expires June 30, 2022
 - Legends requested early contract termination
 - Council terminated Legends contract in December 2020
- Golf Course contract first issued in 2005; expires June 30, 2022
 - Mr. Borowitz will not be requesting a contract extension
- Bond Debt of \$4.6 million; matures in 2030

Capital Investment Needs

- Irrigation system replacement - \$2-\$4 million
 - Sustainable source
 - Improved water management and control
 - Reserve resources
- Restaurant building improvements - \$200,000
 - Exterior siding and dry rot repairs
 - HVAC modernization
 - Interior repairs
- Golf Course improvements – No current estimate
 - Bridge repair/replacement
 - ADA improvements
 - Drainage improvements

Process Timeline

- February 2, 2021 – Council Study Session regarding real estate options
- March 2, 2021 – Mayor Rogers creates BVGC Ad Hoc Committee
- March 9, 2021 – Ad Hoc Committee recommends a comprehensive operational study without any real estate considerations
- March 31, 2021 – Ad Hoc Committee discusses bond debt
- April 6, 2021 – Ad Hoc Committee is provided update on SBVGC Steering Committee communication and conversations with multiple golf consultants
- April 13, 2021 – Ad Hoc Committee update to Council
- June 1, 2021 – Ad Hoc Committee receives presentation from SBVGC Steering Committee
- July 15, 2021 – BVGC Ad Hoc Committee reviews and approves study scope of work as well as the review and selection committee composition

Scope of Work

- Analysis in report form of the future of golf both in California and nationwide.
 - Specific focus on trends in Marin, Sonoma and Napa counties.
- Identification of comparable municipal golf course operations
 - Contract conditions
 - Restaurant and banquet/event area operations
 - Capital investment strategy
- Detailed evaluation and audit of both the existing golf course, restaurant, and banquet/event area operations.
 - Trends and conclusions
 - Maintenance operations and capital investments
 - Comparison of existing operations to comparable facilities and industry best practice

Scope of Work (cont.)

- Recommendations for future solicitation:
 - Single versus multiple operator contracts
 - Operational contract best practices
 - Capital investment strategy
 - Municipal and public oversight
 - Additional, optional study recommendations

Solicitation, Review & Selection

- Direction for Open Solicitation
 - Directed by Mayor on March 2, 2021
 - Recommended by Ad Hoc Committee on March 9 and confirmed on July 15, 2021
- Selection Committee Composition
 - Standard City Process
 - 3-5 City staff
 - 1 Councilmember (rotational)
 - Ad Hoc Recommends Adding
 - 1 Ad Hoc Committee member
 - 1 Member of the public (at large) through open solicitation

Recommendation

It is recommended by the Bennett Valley Golf Course Ad Hoc Committee and Transportation and Public Works Department that the Council, by motion: 1) approve a scope of work for the Bennett Valley Golf Course operational evaluation; 2) authorize releasing an RFP to conduct a comprehensive operational evaluation; 3) approve the review and selection committee composition; and 4) delegate authority to the City Manager or his/her designee to further modify the Scope of Work and/or Operational Evaluation Process provided such changes are consistent with or do not otherwise conflict with Council direction.