



**CITY OF HELENA  
Bill Roberts Golf Course Advisory Board  
Time Stamped Summary  
April 18, 2023 - 12:00 PM  
City County Building 316 N Park Ave Room 426**

**Recording Link: [https://us06web.zoom.us/rec/share/9\\_RvnEz-l8ENNVt6MFjbZ-1Kv\\_3k87c3Kxe4cGj0Ntoa8UHsg877DE\\_aMN0DXIsR.NifXnvgThF-gWLbl?startTime=1681840422000](https://us06web.zoom.us/rec/share/9_RvnEz-l8ENNVt6MFjbZ-1Kv_3k87c3Kxe4cGj0Ntoa8UHsg877DE_aMN0DXIsR.NifXnvgThF-gWLbl?startTime=1681840422000)**

**Call to Order and Roll Call**

**(00:00:02)** Roll Call was taken, and the following all responded present:

Board Members:

Jack Gregg  
Chris Smith  
Art Pembroke  
Susan Court  
Collin Brown

City Staff

Parks Director Doug Smith  
Golf Course Pro Shop General Manager Tod Fitterer  
Golf Course Superintendent Steve Link  
Parks Administrative Assistant Heather Kahler

Additional guests and members of the public present:

Kathy McDonald  
Ryan Schwochert  
Dr. G

**Minutes**

- (00:01:13)** **A.** March 21, 2023 Meeting Minutes  
Motion was made to approve the January minutes by Art Pembroke, seconded by Collin Brown, all in favor.

## Regular Items

### (00:02:15) A. Updates from City Staff

Jack Gregg request that the group get any updates on new member status. Heather addressed the board saying she'll have an update at the next meeting.

### (00:02:57) B. Reports

#### Parks Director Report

Parks Director Doug Smith addressed the board and applauded the golf community and the excitement of the season beginning. He also thanked staff for their hard work preparing the course.

### (00:04:35) Golf Superintendent Report

Steve reported that the driving range net repair project is complete. Steve shared that he had success from a City wide job fair that was held last month that helped fulfill their staffing needs. Steve continued to report the conditions of the course that weather is having an impact on the turf greening up. He has been evaluating the course and has noted some ice and snow damage possibilities. The lake leak is still being evaluated as well. Jack Gregg asked Steve about some specific areas on the course that look brown or dead, Steve let the board know his observations and plans on how to address the issue. Jack thanked Steve for him and his crew's hard work on maintaining the grounds. Susan commented on another specific area of damage from walkers and offered an option to keep walkers away. Steve said he would take a look at that area. All commented on how busy the course is and looks to be for the season. Tod and Steve have made a plan that no golfing is allowed until the first official Tee Time so that the maintenance can be done in a safe and efficient manner.

### (00:16:29) Golf Pro Report

Tod went over the financial report updated from February 28<sup>th</sup> adding these reports are roughly 40 days behind. Tod shared some details and reasons for some of the differences over last year financially. Tod reported they have been extremely busy. Some operational changes are being done overall at the course to assist with theft, safety, efficiency and maintaining excellent course conditions. Tod pointed out the increase that Munis is experiencing and is because staff is adequate for hours of operating. Men's League began and the weather was great. The pro-shop has enough staff. Tod shared that he is receiving an immense amount of tournament and event requests and needs to make a plan handling these and the challenges they bring. Finalizing the report that they are doing a lot of training and getting staff up to speed on the season.

### (00:35:16) League Reports

Kathy McDonald reported that women's league is scheduled to start as planned next week. There are 150 members on a social media page. There are some other events scheduled soon as well.

Jack Gregg reported that men's league started last night and it went well.

### **Public Comment**

(00:36:35) None

### **Member Communications / Proposals for next Agenda**

(00:36:38) Susan asked Jack if the City board training is mandatory. Heather addressed the board sharing the date and information on May 11, 2023 from 5pm to 8pm. Jack encouraged the members to attend. Art asked Tod about an online reservation situation he noticed. Tod said he would look into it. Jack asked if anything specific to go on the next meeting agenda. Art suggest if no business for a May meeting then he would be ok with not having a meeting until June. Jack said he would get with City staff to determine if a meeting is needed in May.

### **Adjournment**

(00:42:13) There being no further business before the advisory board, the meeting adjourned at 12:43 p.m.