



City of Norman, OK

Municipal Building Council
Chambers
201 West Gray Street
Norman, OK 73069

Master

File Number: K-1314-111

File ID: K-1314-111

Type: Contract

Status: Consent Item

Version: 1

Reference: Item No. 29

In Control: City Council

Department: Parks and Recreation
Department

Cost:

File Created: 01/06/2014

File Name: Westwood Golf Professional Contract #K-1314-111

Final Action:

<p>Title: <u>CONTRACT K-1314-111:</u> A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND RICHARD L. PARISH FOR GOLF PROFESSIONAL SERVICES FOR WESTWOOD GOLF COURSE FOR A PERIOD OF TWO YEARS.</p>
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Notes: ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Contract No. K-1314-111 with Richard L. Parish for Golf Professional Services for a period of two years; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 01/14/2014

Agenda Number: 29

Attachments: Golf Pro - Parish Contract

Project Manager: Jud Foster, Director of Parks and Recreation

Entered by: suzanne.terry@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File K-1314-111

Body

BACKGROUND: Westwood Golf Course is an 18-hole public golf facility originally constructed in 1966. Contract K-1314-35 with David P. Lisle for golf professional services was approved by City Council on 23 July 2013, for a period of two years. On 17 October 2013, Mr. Lisle provided a 90 day notice of resignation, terminating Contract K-1314-35 on 14 January 2014. Mr. Lisle has acted as the Head Golf Professional for 27 years and has decided to go into a private golf teaching business.

DISCUSSION: On 13 November 2013, the City Council Oversight Committee met to re-evaluate various golf course operating and management models. The Committee recommended that we continue with a Professional Golf Association (PGA) Professional-Manager operation at Westwood Golf Course.

On 15 November 2013, the Westwood Golf Professional contract was advertised through the PGA of America. Fourteen applications for the position were received. A Search Committee consisting of two PGA professionals from the local area, representatives from the Park Board and Westwood Men's Golf Association, the Golf

Course Superintendent and the Director of Parks and Recreation reviewed the applications. Five applicants were selected to interview, one of whom withdrew his application prior to the interview.

On 23 December 2013, four applicants were interviewed by the Search Committee. Of the final four, Richard L. Parish was provided a second interview with the Director of Parks and Recreation and the City Manager and is now being recommended to fill the Westwood Golf Professional position. Mr. Parish has been in the golf business for 27 years. He has worked at golf facilities in Garden City and Liberal Kansas and has been an Assistant Golf Professional at Westwood since February of 1995. He has been a Class A member of the PGA of America since 1996. He has done an excellent job assisting in all aspects of the golf course operation, including course construction and maintenance work during the Westwood renovation, merchandising and managing seasonal staff in the golf shop, conducting golf clinics for all ages and managing the marketing programs for the past five years. He has great support from many of our regular customers and is an accomplished player and instructor.

Attached is Contract K-1314-111 with Richard L. Parish to manage and operate the Westwood Golf Course as the Westwood Golf Professional. This contract provides for a two year term and stipulates the golf pro will maintain, manage and operate the facilities (not including maintenance of the grounds), provide lessons and rent and sell golf supplies and equipment. The golf professional will be paid an annual fee of \$42,500, paid on a monthly basis, City health benefits and 100% of the revenue from lessons, lockers, club storage and repair, rented pull carts and clubs, and pro shop merchandise (all supplied by him). The contract also provides that upon annual review, the City Manager may recommend an adjustment to the fixed fee based on demonstrated progress by the professional. The only change from the previous contract is in item number 14 where the expenditure approval amount of \$12,500 has been increased to \$25,000 to reflect current City purchasing practices.

RECOMMENDATION: It is recommended that City Council approve Contract K-1314-111, with Richard L. Parish, as submitted.