

Memorandum

To: Mayor and City Council Members
Douglas Faseler, City Manager

From: Rick Cortes, Assistant City Manager

Subject: Agreement for Professional Golf Services

Date: July 15, 2014

City staff is requesting authorization to continue services with Frank L. “Biff” Alexander for professional golf services. Mr. Alexander has served as the Golf Professional at Starcke Park Golf Course since 1983 and has been under contract since 1996. Pending City Council approval, Mr. Alexander has agreed to continue in this role through September 30, 2016.

The highlights of the proposed contract are as follow;

- Salary - City shall pay Mr. Alexander a base salary as established in the previous contract plus a cost of living increase each year at the same rate as is budgeted for other City of Seguin employees. Payments will be payable in 26 installments on the established City of Seguin paydays, during the period of employment. The amount paid shall be prorated for any partial employment period.
- Currently Mr. Alexander’s base salary is \$30,118.
- Benefits - The City shall continue to provide health insurance and retirement benefits as are provided to other employees excluding longevity pay.
- Credit Card Fees – Mr. Alexander shall be reimbursed for 70% of credit cards fees associated with the operation of the municipal golf course.
- Pro Shop Utilities – The City shall be responsible for 80% of Pro Shop utility costs and Mr. Alexander will be responsible for the remaining 20%.

It must be noted that in addition to the proposed base salary, the golf professional previously was entitled to retain 25% of gross revenue from power cart rentals in exchange for cart maintenance (including preventive maintenance), cleaning and daily transport. The proposed agreement provides for this percentage to decrease from 25% to 20% in FY 2014-15 and 15% in FY 2015-16. Additionally, Mr. Alexander is also responsible for stocking the Pro Shop with appropriate merchandise to include food and beverages. Mr. Alexander shall receive all revenues from the Pro Shop merchandise, food and beverage sales, golf lessons and driving range revenue.

Staff recommends approval and is available to answer any questions.