

FOOD AND BEVERAGE COMMITTEE

DECEMBER 7, 2017

Members in Attendance: Marty Neilson, Bernie Kowalski, Ricki O’Keeffe, Bill Carpenter, Bob Carlson, Bud Jenssen

Telephonic Attendance: N/A

Absent members: Kim Berk

Board Liaison: Gay Zawatski

Management: Brian Shaw

Guests: Marshall Reichert, Kieran Murphy, Josh Blackburn, Andy Warren, Luis Roman, Emiliano Perez, Richard Hawkes, Dave Mattson, Sue Schwartz, Ken Walker

Call to Order: Chair, Marty Neilson, called the meeting to order at 9:50 a.m.

Approval of Minutes: Marty called for a motion to approve the Minutes of the November 2, 2017 meeting. Bernie moved to approve the Minutes, Bud seconded it and the motion was approved by all members.

Introduction of Committee, Guests & Board Liaison: All attendees introduced themselves.

Financial Report: Bill gave the October 31, 2017 Financial Report and he presented two (2) combined CWPV graphs comparing Revenue and Expenses for 2016 and 2017.

1. Overall CWPV operated approximately \$4,000 ahead of last year’s actuals and approximately \$52,000 ahead of budget.
2. CW operated approximately \$57,000 ahead of last year’s actuals and approximately \$36,000 ahead of budget.
3. PV operated approximately \$53,000 behind last year’s actuals and approximately \$16,000 ahead of budget.

Board Liaison Report: Gay Zawatski, Board Liaison, updated the committee on the Board’s actions and/or approval of the following items: LED lighting for CW and PV tennis courts resulting in a significant rebate and substantial yearly savings, gas cart for facilities maintenance, two (2) Toro green rollers for CW and PV, new members, Tim Lamb, Marky Wilson, Len Rosati and Cindy Bosch, to the Golf Committee and the Fitness Center project vote was approved 2 to 1 with a return of 69.7% of the voters and Option 4 was the winning plan. Also, there were twenty-four (24) homes sold in November, totaling two hundred ninety-five (295) homes YTD sales creating HOA revenues of \$396,480.

HOA Management Reports: There were no comments by Management.

Club Management Reports:

1. **COTTONWOOD/PALO VERDE:** Marshall Reichert reported the following **Short/Long Term Goals:** The remodel of the restrooms and the café/restaurant projects will be on hold until Spring. New banquet chairs, tables and bar chairs are on order for PV; chairs are slightly smaller and will increase seating, match the dining room chairs. Also table carts have been ordered for easier movement. Pool service has slowed with the cooler weather.

Marshall reported the following on **Venue Performance:** Revenue is up \$216,560 for CWPV combined or nine (9%) percent. Industry average gain is four (4) to five (5) percent. Expenses have been high due to increased food prices. New vendors are being interviewed. Josh Blackburn has created a RSVP calendar for the patio's new large fire pit. New menus are due later this month, including healthy eating choices, batter choices on shrimp and fish. The pepper shakers are being changed to a coarser grind.

Marshall reported the following on **Staff Changes/Training:** Staff count is now at sixty-two (62) at CW and fifty (50) at PV. This month's staff training will focus on safety lifting, slips choices and goal setting. Marshall recently attended a Community Manager Class. Serve Safe Managers number ten (10 at CW and eleven (11) at PV. Emiliano Perez was promoted to CW Head Chef and Adriana Fimbres was promoted to Sous Chef at CW.

2. **COTTONWOOD:** Kieran Murphy reported on the following recent/upcoming events:
 - Bonfire, 11/25/17, @ \$19, 123 attendees, \$660.65 net;
 - Holiday Party, 12/22/17, @ \$25, 140 reservations to date;
 - San Tan New Year's Eve, 12/31/17, @ \$59, SOLD OUT;
 - Café New Year's Eve Buffet, 12/31/17, @ \$44, 128 reservations to date.
 - Beer Pairing Dinner, 01/10/18, \$20, 27 reservations to date and
 - Slice of Italy Buffet, 01/23/18, \$20, 5 reservations to date.
3. **PALO VERDE:** Josh Blackburn reported on the following recent/upcoming events:
 - Celebration of Golf, 11/07/17, 523 attendees, \$13,940.96 net,
 - Thanksgiving, 11/23/17, @ \$36, 715 attendees, \$13,762.46 net,
 - Holiday Dinner, 12/09/17, @\$29, 111 reservations to date, and
 - New Year's Eve Buffet, 12/31/17, @ \$39, 155 reservations to date.
 - Line Dance, 01/06/18, \$18, 37 reservations to date and
 - Meet Your Neighbor, 01/20/18, \$17, 67 reservations to date.
4. **KITCHEN UPDATE:** Luis Roman advised that he has hired five (5) new staff members who are currently in training. The Cutting Edge Program, temperature, cooking and cleaning logs are a priority for his staff. Current kitchen equipment being evaluated and anticipate replacement of the freezer and flat top soon. A new menu is being planned. Following our formal meeting, Luis conducted a kitchen tour for committee members and guests.

Committee Member Comments:

1. Ricki reported the comment card results for both venues. There has been a significant increase in card count and with excellent ratings.
2. Bernie congratulated Emiliano Perez and Andy Warren for the wonderful Thanksgiving dinner that they put together for his church group. He also questioned Marshall regarding the poor attendance to the Saturday night DJ dances, citing the set up for Sunday's brunch tables, etc., as being a problem as there was no room to dance. Marshall responded that the DJ dances were being replaced in 2018 by a pianist and/or guitarist.
3. Bob commented that the outdoor smoking areas are still a problem and that the smokers are not respecting the "NO SMOKING" signage. He also mentioned that stacking the extra chairs in the hallways may create hazard issues for disabled patrons trying to enter the bathrooms. Marshall stated that, unfortunately they have no storage space for the chairs but that it is an issue that will be explored.
4. Bill questioned whether or not CW was able to track "head count". The answer is no as there are too many steps involved in doing so. PV uses it's RSVP system to create a head count.
5. Bud thanked Ricki for her work with the comment card program. He also complimented Marshall and his staff for the delicious turkey soup served prior to the Christmas golf cart parade. He also reminded the Committee that the Monday Night Horse Races at CW would be on hiatus during the summer months. We are taking suggestions for substitute entertainment.
6. Marty asked the Committee members for suggestions on the new Goals for 2018 and receiving none, he stated that he planned to "tweak" some of the verbiage on the 2017 Goals. He also reiterated that the smoking areas are not being observed. Marty added his congratulations to the management staff for the country clubs' performances over the winter season thus far. Homeowners are receiving good value and any profits generated by our special events will continue to offset the homeowners' subsidy of the food and beverage costs.

Guest Comments:

1. Dennis Walker asked if it was cost prohibitive for the Committee members to use the same small microphones that the Board of Directors uses. Marty explained that the venue for committee meetings is considerably smaller than that of the Board meetings and that the cost and complexities of using the PA system did not appear warranted.
2. Sue Schwartz congratulated Marty on his leadership of this Committee. Also she thanked Marshal and indicated that it was an honor to the homeowners to have his leadership here in Sun Lakes.
3. Richard Hawkes, CWPV Foundation Vice President, thanked Marshall and Andy Warren for the wonderful dinner and dance planned for December 22. He also invited everyone to attend this charitable event, if possible.

Recommendations to the Board: There are no recommendations at this time.

Recommendations to Management: There are no recommendations at this time.

Next Meeting: The next meeting is scheduled for Thursday, **JANUARY 4, 2017** at 9:00 a.m. in **THE SAGUARO ROOM**. If you are unable to attend, please e-mail Chair, Marty Neilson, at mneil62002@mac.com.

Adjournment: The meeting was adjourned at 10:07 a.m.

Submitted by:

Marty Neilson

Marty Neilson, Chair

Ricki O'Keeffe

Ricki O'Keeffe, Secretary