



AGENDA

Golf Advisory Board Meeting

5:15 PM - Wednesday, January 25, 2023

The Olde Course at Loveland Maintenance Facility, 2115 W. 29th
Loveland, CO

Option For Remote Participation

By Telephone: Members of the public who wish to provide public comment can call the number provided below by telephone after 5:10 pm, at which time you will be muted and placed on hold.

When public comment is called for please press *9 on your phone. The moderator will then individually unmute the lines in random order.

- To participate, dial the following phone number: +1 669 900 6833 US
- Then, there will be a prompt to enter the meeting ID followed by the pound (#) sign.

Meeting ID:818 8146 4529

Please press # when asked for a participant ID.

You will automatically be muted and placed on hold.

When public comment for the agenda item you want to speak to is announced, press *9 on your phone and wait for the moderator.

Notice of Non-Discrimination

It is the policy of the City of Loveland to provide equal services, programs and activities without regard to race, color, national origin, creed, religion, sex, sexual orientation, disability, or age and without regard to the exercise of rights guaranteed by state or federal law. It is the policy of the City of Loveland to provide language access services at no charge to populations of persons with limited English proficiency (LEP) and persons with a disability who are served by the City.

For more information on non-discrimination or for translation assistance, please contact the City's Title VI Coordinator at TitleSix@cityofloveland.org or 970-962-2372. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act (ADA). For more information on ADA or accommodations, please contact the City's ADA Coordinator at ADACoordinator@cityofloveland.org or 970-962-3319 .

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La política de la Ciudad de Loveland es proveer servicios, programas y actividades iguales sin importar la raza, color, origen nacional, credo, religión, sexo, orientación sexual, discapacidad, o edad y sin importar el uso de los derechos garantizados por la ley estatal o federal. La política de la Ciudad de Loveland es proveer servicios gratis de acceso de lenguaje a la población de personas con dominio limitado del inglés (LEP, por sus iniciales en inglés) y a las personas con discapacidades quienes reciben servicios de la ciudad.

Si desea recibir más información en contra de la discriminación o si desea ayuda de traducción, por favor comuníquese con el Coordinador del Título VI de la Ciudad en TitleSix@cityofloveland.org o al 970-962-2372 . La Ciudad hará acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Americanos con Discapacidades (ADA, por sus iniciales en inglés). Si desea más información acerca de la ADA o acerca de las acomodaciones, por favor comuníquese con el Coordinador de ADA de la Ciudad en ADACoordinator@cityofloveland.org o al 970-962-3319 .

Title VI and ADA Grievance Policy and Procedures can be located on the City of Loveland website at: cityofloveland.org

Password to the public wireless network (colquest) is accesswifi

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1. CALL TO ORDER	
2. ADOPTION OF MINUTES	
2.1. Approval of the October 26, 2022 Minutes	3 - 5
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3. CITIZENS REPORT	
4. COUNCIL LIAISON REPORT	
5. ACTION OR DISCUSSION ITEMS	

5.1.	Election of Officers	6
	Agenda Item 5.1	
5.2.	Review of 2023 Golf Advisory Board Work Plan	7 - 8
	*Verbal at meeting	
	2023 Work Plan	
6.	NON-ACTION OR INFORMATIONAL ITEMS	
6.1.	Budget 2024	9 - 10
	*Verbal at meeting	
	Staff will review the 2023 Golf Advisory Board Calendar and preview the 2024 budget process	
	2023 Meeting Calendar	
7.	STAFF REPORTS	
8.	BOARD MEMBER COMMENTS	
9.	ADJOURN	
	UPCOMING MEETINGS OR EVENTS	
	Next Golf Advisory Board 02.22.23	
10.	INFORMAL TOUR	



MINUTES

Golf Advisory Board Meeting

5:15 PM - Wednesday, October 26, 2022

Parks and Recreation Conference Room, 500 E. 3rd Street

The Golf Advisory Board of Loveland, CO was called to order on Wednesday, October 26, 2022, at 5:15 PM, in the Parks and Recreation Conference Room, 500 E. 3rd Street, with the following members present:

PRESENT: Board: Beth Soderquist, Denise Rhoades, Chuck Weirauch, Will Parker, David Spangler, Blake Nicholson, Nate Thoreson, Peggy Pellizzari
Staff: Mark Esoda, Andrea Sheldon, Abby Bratz
Council: Councilor Pat McFall

EXCUSED: Greg Oehmen

1. CALL TO ORDER

Chair Beth Soderquist called the meeting to order at 5:15 PM.

2. ADOPTION OF MINUTES

2.1 The September 28, 2022, minutes were unanimously approved as submitted.

3. CITIZENS REPORT

No citizens present.

4. COUNCIL LIAISON REPORT

Councilor McFall updated the Board on recent Council topics including:

- Approval of the Dry Creek bridge.
- Approval of the City's Budget Plan.
- Move to stop contracting with the Larimer Humane Society, as the costs have been significantly increasing. Council is hoping for Larimer County to reassess these costs.

5. ACTION OR DISCUSSION ITEMS

5.1 2023 Golf Advisory Board Work Plan

Andrea Sheldon presented the Board with the revised Work Plan priorities. Beth Soderquist motioned to approve; motion seconded by David Spangler with unanimous approval.

**Peggy Pellizzari enters meeting at 5:24 PM.*

5.2 Policies, Operating Rules, Guidelines and Standards Review

Golf Manager Mark Esoda and Andrea Sheldon opened the topic. Potential revisions for 2023 were pointed out and discussed by the Board, including 5 policy changes that were proposed by Staff.

Noted changes are as follows:

- Offering only 18-hole tee times from the first tee during Peak Times. A

limited number of 9-hole tee times from the 10th hole will be made available at the discretion of the Head Golf Professional.

- No-Show Fee: Customers who accumulate more than 10 no-shows for reserved tee times will be charged a no-show fee of \$10.00 per player. Additional no-show fees will be charged for every no-show thereafter until the end of the year, when no-show accounts are reset to zero. Customers may be prevented from reserving any additional tee times until all charges have been paid.
- Shot Guns: A minimum of 72 golfers will be required for a shot gun format for an outing event during Peak Times. An outing event numbering less than 72 golfers will be booked as a tee time format event.
- Eliminate the requirement of one bag per golfer unless speed of play issues become apparent.
- Associations, leagues, or others having pre-blocked tee times must provide a list of participants to the Pro Shop 7 days in advance of the play date. Tee times not having participant names associated will be released to the general inventory for tee time reservations to be made by the public.

Beth Soderquist motioned to approve the 2023 Policies, Operating Rules, Guidelines and Standards with the suggested noted changes; motion seconded by Denise Rhoades with unanimous approval.

6. NON-ACTION OR INFORMATIONAL ITEMS

Property and Programs Update

Mark Esoda discussed the following property and programs topics:

- Olde Course Clubhouse Update: There is another small delay on the HVAC unit, and the shipping date is now expected to be December 6th. Given that the clubhouse is unable to open without this HVAC unit, Staff is, now, looking at mid-December for the estimated clubhouse opening. There will be additional fees to extend the construction contract, along with extending the dates for the trailer, storage pods, and Port-A-Johns; however, costs are still within the budget. There will most likely be a “soft opening” with a larger opening event in the Spring. Anybody who is interested in touring the new clubhouse can speak with Doug, the Head Golf Professional.
- Staff met with Cultural Services staff last week to request that the required contribution of “1% to the Arts” be used for The Olde Course Clubhouse project. A follow-up meeting with the Cultural Services Board is scheduled for November 3rd during which, Golf will present ideas on possible locations for the art. Cultural Services will coordinate the request for proposals for the art.
- Golf Course Architect Rick Phelps toured all 3 Loveland golf course properties with the course superintendents and Mark. Together, they identified potential maintenance projects including bunker renovation, debris removal, new mowing patterns, tree removals & additions, and dredging lakes.
- 4-acre feet of water was added to the pond on Hole #13 at Mariana Butte; Staff will monitor future levels for any needed additions.
- A Parks and Recreation Department Master Plan Meeting is scheduled for November 29th from 5:00 PM – 7:30 PM at the Rialto. Board

members will receive a formal invitation soon.

- Andrea passed out a sheet titled 'Instruction Offerings 2022' that highlighted the adult and youth golf programs and classes that were offered throughout the progression of this year.
- Cart Leases – the estimated cart delivery date is July 4th, 2023.
- There is potential for a new flooring project at the Cattail Creek clubhouse, along with new TV monitors and a new sound system.
- Seasonal Pass Applications, Private Cart Registration Forms and Golf Outing contracts will soon be amended with a “theft and disorderly conduct” clause addressing the ongoing removal of range balls from the course. The Olde Course recently got new range balls delivered, and 1800 range balls disappeared within the first 4 days.
- Applications for the 2023 Golf Advisory Board are due by Monday, October 31st.

7. STAFF REPORTS

Andrea Sheldon gave a verbal update on YTD expenditures and revenues.

8. BOARD MEMBER COMMENTS

Will Parker: Are we able to get sand bottles on the par 3s at The Olde Course?

Beth Soderquist: Thank you to everyone for an efficient review of the Policies & Procedures. Also want to say thank you to the 3 Board members whose terms are up for their time and service!

9. ADJOURN

There being no further business, the meeting was adjourned at 6:45 PM.

UPCOMING MEETINGS OR EVENTS

Filing deadline for Golf Advisory Board Applications - 5:00 PM on October 31, 2022.

Next Meeting: January 25, 2023



AGENDA ITEM: 5.1
MEETING DATE: 01/25/2023
DESCRIPTION: Election of Officers

SUMMARY:

Each year, the Board elects two positions, Chair and Vice Chair to hold office (January to December). Nominations, or re-nominations, for the office are entertained and the candidate selected by informal vote.

Responsibilities of the Chair include:

- Facilitate the monthly Board meetings efficiently and effectively
- Communicate with staff, as needed, on agenda items and information
- Sit on selection committee or other city-based committees as an official representative of the Golf Advisory Board (as requested).

Responsibilities of the Vice Chair includes:

Assume responsibilities of the Chair in the absence of the Chair or his or her inability to act as Chair.

Discussion: Nominations entertained and officers and liaison selected.



City of Loveland Board and Commission 2023 Work Plan

Loveland Golf Advisory Board

Duties of the board or commission

- **2.60.120 - Golf advisory board.**

A. There is established a golf advisory board consisting of nine members appointed by the city council. The term of office of each member shall be three years.

B. The purpose of the golf advisory board shall be to serve as an advisory body to the city council and to assist the department of parks and recreation in matters pertaining to golf and the municipal golf courses for the common benefit of the city, its golf courses, and the golfing public.



**Work
Plan
Priorities**

**Strategic Plan
Alignment:**

Priority A	<p>1. Work with Staff to ensure that the Loveland golf courses are managed responsibly and that the golfing community is provided value for their investment.</p> <ul style="list-style-type: none"> • Develop budgets that achieve and maintain a strong and sustainable financial condition • Develop budgets that maintain cash reserves that meet policy directive and fund balances that are prepared to handle emergencies or times of uncertainty, as well as allow for planning future growth • Develop sustainable, long-term strategic plans to continue to renew facilities and course features to better serve golfing communities; update and maintain 10-year Capital Improvement Plan • Develop fee setting policies that address current and future funding needs • Review current operational policies and procedures for revision so that best practices can be implemented for the reduction in expenses, or increase to revenues 	Fiscal Stability and Strength
Priority B	<p>2. Work with Staff to inform and actively engage the Golfing Public</p> <ul style="list-style-type: none"> • Actively seek golfer engagement by hosting annual or bi-annual public, in-person Golfer Update meetings • Work with Staff to have a plan in place to communicate priorities • Provide Staff with topics of concern or interest to be considered for inclusion in newsletters or Social Media posts • Provide ideas for programming for youth, beginning and existing golfers that increase reach and participation • Provide ideas for engaging and informing the non-golfing community about golf in Loveland 	Outreach, Collaboration and Engagement
Priority C	<p>3. Work with Staff on formulating and implementing Master Plan objectives in conjunction with the overall Parks and Recreation Master Plan</p> <ul style="list-style-type: none"> • Review and provide feedback on golf architect suggestions to update or enhance golf courses for the golfing public • Provide feedback for the continued beautification of the golf courses, i.e., flower beds, other plantings 	Infrastructure and Transportation

2023 Golf Advisory Board Meeting Calendar

JANUARY 2023 Hold at OCAL	FEBRUARY 2023	MARCH 2023
<ul style="list-style-type: none"> Election of Officers Board Role/Responsibility Project Review Meeting planning 	<ul style="list-style-type: none"> Budget 2024: CIP Plan Review of 2022 year-end 	<ul style="list-style-type: none"> Budget 2024: M&O 2023 Project Update; superintendents Possible Public Golfer Information Meeting

APRIL 2023 Hold at MBGC?	MAY 2023 Hold at OCAL?	JUNE 2023
<ul style="list-style-type: none"> MBGC Staff Introduction and plans for 2023 Budget 2024 2023 Project Update 2023 Quarterly Financial Update 	<ul style="list-style-type: none"> OCAL Staff introduction and plans for 2023 Budget 2024 2023 Project Update 	Final 2024 Budget Approval if Needed (timing allows) Open for Topics

JULY 2023	AUGUST 2023	SEPTEMBER 2023
<ul style="list-style-type: none"> Staff, Board Members, and Professional staff tournament 	<ul style="list-style-type: none"> YTD 2023 Revenues Capital Improvement update and fall plans 2023 Quarterly Financial Update 	OPEN FOR TOPCIS

OCTOBER 2023	NOVEMBER 2023	DECEMBER 2023
<ul style="list-style-type: none"> Review Policies, Operating Rules, Guidelines and Standards 	No meeting 	No meeting 

