



City of Loveland

PARKS AND RECREATION DEPARTMENT
Civic Center • 500 East Third Street • Loveland, Colorado 80537
(970) 962-2727 • FAX (970) 962-2903 • TDD (970) 962-2620
www.cityofloveland.org

LOVELAND GOLF ADVISORY BOARD
January 22, 2014
Parks and Recreation Conference Room
500 E. 3rd Street, Loveland

NOTICE OF MEETING POSTED
Call to Order at 5:15 p.m.

Welcome to New Board Members & Council Liaison

Steve Southard

Citizen Comments (By Citizens present at meeting)

Approval of 10/23/13 Minutes

Discussion/Action Items

1. Election of Officers	Robert Walkowicz
2. 2013 Accomplishments and 2014 Priorities	Chair
3. Annual Boards and Commissions Summit, 2/27/14	Chair
• Selection of 2 Board members to attend	
4. Performance-Based Budgeting – Results Definition	Steve Southard
• Selection of 2 Board members to attend	

Non-Action/Informational

5. Update on the Mariana Butte Golf Course	Steve Southard
*Verbal at meeting	
6. Golf Advisory Board Meeting Calendar	Andrea Sheldon
7. Joint Boards and Commissions Dinner Meeting with MIG	Steve Southard
on Master Plan Needs, Analysis, Key Findings	

Reports/Correspondence

8. Youth Golf Committee Report	Steve Southard
9. Council Liaison Report	Troy Krenning
10. Golf Operations Manager Report	Steve Southard

Board Member Comments

Next Regular Meeting Date: 02/26/2014

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LOVELAND GOLF ADVISORY BOARD

MINUTES

10/23/13

Parks and Recreation Conference Room

PRESENT: Julie Nelson, Robert Walkowicz, Jerry Weitzel, Jim Corlett, Jan Wall

ABSENT: Noel Mickelson, Tom O'Gorman, Jon Krizman, Jim Thompson

STAFF: Steve Southard, Andrea Sheldon

COUNCIL: Daryle Klassen

Notice of meeting posted.

Chair Robert Walkowicz called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, October 23, 2013 at 5:15 pm.

Minutes	The minutes for the 08/28/2013 meeting were approved as submitted.
Citizen Comments	None

NON-ACTION/INFORMATION ITEMS

Council Liaison Report

Councilor Klassen thanked the Board for their contribution to golf in Loveland and indicated that this meeting would be his last as the Council liaison. Councilor Klassen began his "formal" service with the Loveland golf courses in 1982 as the first Chair of the newly formed Golf Advisory Board.

2013 Flood Update

Steve Southard presented a slide show covering the recent front range flood event and how it has affected the Mariana Butte golf course; specifically the river holes of 15, 16 and 17. Course recovery is proceeding with restoration work on fairways, greens, and cart paths. The dollars kept in the Golf Fund Reserve have been paramount to the golf division being able to react quickly for the recovery at MBGC.

DISCUSSION/ACTION ITEMS

Review of 2013 Policy and Procedures for 2014.

2013 Policy and Procedures were reviewed.

2014 Policy and Procedures were approved unanimously,

REPORTS/CORRESPONDENCE

Financial Report

Revenues are down due to rain and flooding. Projected losses are around 30% through April of 2014.

Youth Golf Report

Jan Wall reported that high school golf, in Loveland, had a very good year with 9 qualifiers.

Golf Operations Manager

Steve reported that he had been asked to give a webcast on the Mini-Course at Cattail Creek.

There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Andrea Sheldon



AGENDA ITEM: 1

MEETING DATE: 01/22/2014

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. Also, a Board member is elected as a liaison to the Junior Golf Committee.

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.

Responsibilities of Liaison to Junior Golf Committee

Serve as a liaison to the Junior Golf Committee by attending monthly meetings held on the 1st Wednesday of each month (November, December excluded) and reporting back to the Golf Advisory Board.

Discussion: Nominations entertained and officers and liaison selected.



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AGENDA ITEM: 2

MEETING DATE: 01/22/2014

DESCRIPTION: **Golf Advisory Board 2012 Achievements & 2013 Goals**

SUMMARY:

City Council would like for each Board to supply a brief summary of its 2013 Accomplishments and 2014 Priorities. The following were the established 2013 priorities and their status. Please review for discussion as to new priorities for 2014 and update to the status of the 2013 priorities.

2013 Accomplishments

1. Work with Staff on 2014 Golf Fund balance projections, 2014 operation budgets, revenue projections and fee setting policies along with updating 2014 – 2019 capital improvement projects schedule

Status: A strategic move to continue to purchase capital equipment was made based on a positive golf fund balance, allowing the golf courses to continue to replace outdated equipment per schedule. A study of fees was conducted; it was decided to increase select fees, such as the 9-hole and 18-hole green fee, along with the annual pass user fee and one annual pass fee. In general, 2010 was the last year fees were significantly increased; the 2014 fee increase is appropriate with the increase of cost of goods sold since that time.

The financial picture for 2013 was closely monitored for loss of revenue and additional expenses incurred due to the September 2013 flood event.

2. Work with Staff in continuing a Family Golf Initiative for the Loveland Golf courses;
Status: Family friendly golf opportunities were discussed with continued operations of the new Mini-Course at Cattail Creek, a SNAG-friendly and putting course facility opened to the public in 2012. The new mini-course facility opens a wide range of possibilities for cultivating new golfers. New 2013 “family friendly” pricing for children 12 years and younger was established.
3. Work with Staff to launch a “Play-by-the-distance,” effort at The Olde Course at Loveland, plan and open new tee options at The Olde Course during 2013.
Status: New forward tees on 1, 3, 5, 7, 9, 16 & 17 were constructed and a new “green course” playing at 6064 yards established. The distance of the “red course was redeveloped to play 5508 yards. 4 more forward tees are in the planning stages. New scorecards were printed with new course information and “course” recommendation based on length of average drive.

Discussion/Action: Discuss 2013 accomplishments for update and be prepared to discuss/propose 2014 goals.



AGENDA ITEM: 3

MEETING DATE: 01/22/2014

DESCRIPTION: **Annual Boards and Commission Summit**

SUMMARY:

Discussion/Action:

The **2014 Boards and Commission Summit** will be held on Thursday, 2/27/14;
5:00 p.m. – 9:00 p.m.

at the Best Western Plus Crossroads Inn & Conference Center, 5542 E US Highway 34, Loveland.

The purpose of the annual Summit is to provide a forum for two-way communication between City Council and Commissions through the celebration of their 2013 Accomplishments, communication of 2014 priorities and a focus on partnership and collaboration.

- City Council would like for each Board to supply a brief summary of 2013 Accomplishments and 2014 Priorities.
- City Council is requesting that two Board members attend the summit.
- Agenda for the evening is as follows:
 - 5:00 - 5:45pm Social Hour (Cash Bar)
 - 5:45 - 6:45pm Buffet Dinner
 - 6:45 - 7:00pm Mayor's Welcome – Cecil Guterrez
 - 7:00 – 7:10pm 2014 Goals – Bill Cahill, City Manager
 - 7:10 – 8:00pm Introduction to Presentations – Rod Wensing, Assistant City Manager
 - 8:00 – 8:10pm 2013 Accomplishments from:
 - Construction Advisory Board, Human Services Commission, Open Lands Advisory Commission, Planning Commission, Senior Advisory Board, Transportation Advisory Board, Youth Advisory Board Commission.
 - 8:10 – 8:50 pm Break
 - 8:50 – 9:00pm New Comprehensive Plan Process Greg George, Director Development Services
 - Mayors Closing Remarks.

Discussion/Action: Select two Golf Advisory Board members to attend.



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AGENDA ITEM: 4

MEETING DATE: 01/22/2014

DESCRIPTION: **Performance Based Budgeting – Results Definitions**

SUMMARY:

Discussion/Action:

As part of the Priority Based Budgeting Process, consultants from the Center for Priority Based Budgeting will be conducting a forum in which input is being solicited from Boards and Commissions as it relates to putting definitions to the “Results Areas” that City Council has begun to identify. This input will help to finalize the Result Maps against which all the Department programs will be scored. Council will review and approve the definitions at a meeting in March.

The Boards and Commissions input session is scheduled for Wednesday, February 19, 2014 from 6:00 pm to approximately 8:00 pm in the City Council Chambers.

Two Board members from the Golf Advisory Board are requested to attend.

Discussion/Action: Select two Golf Advisory Board members to attend.



STEPS to SUCCESS – Priority Based Budgeting

1. Determine Results

- Accurate prioritization of programs, reflecting the organization's stated objectives, depends on the comprehensive identification of the *Results* it is in business to achieve

2. Clarify Result Definitions

- Precision in prioritization depends on the articulation of the cause and effect relationship between a program and a *Result*
- Using clearly defined "Result Maps", detailing the factors that influence the way *Results* are achieved, the organization can minimize subjectivity in the process of linking programs with its *Results*

3. Identify Programs and Services

- Comparing individual programs and services as opposed to comparing departments that provide those services allows for better prioritization

4. Value Programs Based on Results

- With the right *Results* that are clearly defined, the organization can more accurately "value" a program relative to its influence on achieving *Results*

5. Allocate Resources Based on Priorities

- Using "Resource Alignment Diagnostic Tool"



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AGENDA ITEM: **5**

MEETING DATE: 01/22/2014

DESCRIPTION: **Golf Advisory Board Meeting Calendar**

SUMMARY:

As a Board, we will begin the 2014 budget process in February with a review of Capital Improvement and Equipment Needs. We will address other budget sections in upcoming meetings.

To stay on schedule the attached calendar offers a brief look at budget subjects that will need to be discussed and at what meeting. Moreover, the calendar reflects the opportunity of several open meetings in which topics of interest to the Board could be recommended for discussion.

Please review the calendar for questions, additions or revisions.

Discussion: Informational

2014 Golf Advisory Board Meeting Calendar

JANUARY 2014	FEBRUARY 2014	MARCH 2014
<ul style="list-style-type: none"> • Election of Officers • 2013 Accomplishments <ul style="list-style-type: none"> – 2014 Goals Review • Summit attendance • Meeting planning 	<ul style="list-style-type: none"> • Budget 2015: CIP Plan • Review of 2013 year-end • 	<ul style="list-style-type: none"> • Budget 2015: M&O • 2014 Project Update; superintendents
APRIL 2014 Hold at MBGC?	MAY 2014 Hold at OCAL?	JUNE 2014
<ul style="list-style-type: none"> • MBGC Staff Introduction and plans for 2014 • Budget 2015 • 2014 Project Update 	<ul style="list-style-type: none"> • OCAL Staff introduction and plans for 2014 • Budget 2015 • 2014 Project Update 	Final 2015 Budget Approval if Needed (timing allows) Open for Topics
JULY 2014	AUGUST 2014	SEPTEMBER 2014
<ul style="list-style-type: none"> • Staff, Board Members, and Professional staff tournament 	<ul style="list-style-type: none"> • YTD 2014 Revenues • Capital Improvement update and fall plans 	OPEN FOR TOPCIS
OCTOBER 2014	NOVEMBER 2014	DECEMBER 2014
<ul style="list-style-type: none"> • Review Policies and Procedures Manual for 2015 	<p style="text-align: center;">No meeting</p> 	<p style="text-align: center;">No meeting</p> 



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AGENDA ITEM: 6

MEETING DATE: 01/22/2014

DESCRIPTION: **Joint Boards and Commissions Dinner Meeting**

SUMMARY:

The Parks and Recreation Department has been working with M I G Consultants to update the 10 year Master Plan. The Golf Advisory Board met with M I G in June, as part of that Phase 1.

For the next phase, M I G is asking for a combined Dinner meeting with all the Boards and Commissions that represent Parks and Recreation. Each Board member is invited to attend that meeting. Master Plan Needs Analysis and Key Findings will be presented.

The basics are:

Meeting Date: Wednesday, February 12, 2014

Meeting Time: 5:30 – 8:00 p.m.

Meeting Place: Group Publishing Conference Room, 1515 Cascade Ave. (Just west of La Quinta Hotel on West Eisenhower)

Dinner will be served.

Discussion: Informational