



**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](http://www.cityofloveland.org)

## **LOVELAND GOLF ADVISORY BOARD**

**January 28, 2015**

**Parks and Recreation Conference Room  
500 E. 3<sup>rd</sup> 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 10/22/14 Minutes**

### **Discussion/Action Items**

1. Election of Officers
2. 2014 Accomplishments and 2015 Priorities
3. Annual Boards and Commissions Summit, 2/19/15
  - Selection of 2 Board members to attend

Robert Walkowicz

Chair

Chair

### **Non-Action/Informational**

4. Road Map to Growing Golf In Loveland
  - \*Verbal at meeting
5. Productive Practice/Top Golf Range Concept
  - \*Verbal at meeting
6. Golf Advisory Board Meeting Calendar
7. Denver Golf Expo

Steve Southard

Steve Southard

Andrea Sheldon

Andrea Sheldon

### **Reports/Correspondence**

8. Council Liaison Report
9. Golf Operations Manager Report

Troy Krenning

Steve Southard

### **Board Member Comments**

**Next Regular Meeting Date: 02/25/2015**

*The City of Loveland is committed to providing an equal opportunity for citizens and does not discriminate on the basis of disability, race, color, national origin, religion, sexual orientation or gender. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act. For more information, please contact the City's ADA Coordinator at [bettie.greenberg@cityofloveland.org](mailto:bettie.greenberg@cityofloveland.org) or 970-962-3319.*

**LOVELAND GOLF ADVISORY BOARD  
MINUTES**

10/22/14

Parks and Recreation Conference Room

---

**PRESENT:** Julie Nelson, Robert Walkowicz, Jerry Weitzel, Jim Corlett, Jan Wall, Tom O’Gorman, Hope Chrisman, Charlie Dyer, Jim Whitenight, Joe Lopo

**ABSENT:**

**STAFF:** Steve Southard, Andrea Sheldon

**COUNCIL:** Absent

Notice of meeting posted.

Chair Robert Walkowicz called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, October 22, 2014 at 5:15 pm.

**Minutes**

Corrections to the 09/24/14 minutes: Jim Corlett was present, minutes note arrival at 5:15 p.m. With corrections so noted, minutes passed with unanimous approval

**Citizen Comments**

None

**NON-ACTION/INFORMATION ITEMS**

**Cattail Creek Driving Range  
Update**

Steve Southard updated the Board on the new practice targets and range games added to the Cattail Creek golf course. Games include Lob Wall, Tic Tac Toe, skee ball and big buckets.

**DISCUSSION/ACTION ITEMS**

**Review of 2014 Policy and  
Procedures for 2015.**

2014 Policy and Procedures were reviewed. Specific attention was given to the following for changes in 2015:

- Junior cart fee: change to 15 & under, ½ adult single rider rate when accompanied by adult
- Junior golf rate: Change CCGC rate to be applied Mon-Friday and Sat/Sunday after 1 pm; consider applying to Olde Course as a trial

*2015 Policy and Procedures were approved unanimously,*

**REPORTS/CORRESPONDENCE**

**Financial Report**

Andrea Sheldon distributed the year to date financial report. Rounds and revenues are tracking above 2013 as of August.

**Golf Operations Manager**

Steve reported that this fall, the OCAL maintenance crew will be working to eliminate the trench between 5 and 9 fairway that was left from installing the irrigation system in 2000. OCAL, LPGA Kim Stiner was named Professional of Year for our region.

**BOARD MEMBER COMMENTS**

Charlie Dyer: Play time signs should say 1 ½ hour instead of 90 minutes. Great job at controlling geese on OCAL  
Joe Lopo: Really like improvements to 5 & 9  
Jim Corlett: Person setting flag locations at OCAL is not doing a good job  
Tom O’Gorman: Flag placement during Ryder’s cup at MBGC very difficult  
Hope Chrisman: Courses in great shape  
Julie Nelson: The signs on the bathrooms that say “temporary water” are really faded and look bad; greens are really fast; bench on #4 is behind pine trees

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



**AGENDA ITEM:** 1  
**MEETING DATE:** 01/28/2015  
**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.





**AGENDA ITEM:** 2

**MEETING DATE:** 01/28/2015

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

**SUMMARY:**

City Council would like for each Board to supply a brief summary of its 2014 Accomplishments and 2015 Priorities. The following were the established 2014 priorities and their status. Please review for discussion, new priorities for 2015 and any necessary updates to the status of the 2014 priorities.

**2014 Accomplishments**

1. Work with Staff on 2015 Golf Fund balance projections, 2015 operation budgets, revenue projections and fee setting policies along with updating 2015 – 2020 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 leave 2014 fees in place for 2015 with no modification.

The financial picture for 2014 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 and New Golf Initiative for the Loveland Golf courses; utilize new “ownership” of all Cattail Creek golf course operations and mini-course and SNAG equipment to build new golfer base and transition golfers to other options; review cost recovery goals as they relate to new golfers and youth golfers; begin transition of Cattail Creek into a more diverse “learning center;” investigate possibilities to expand family friendly initiative to other two golf courses: .

**Status:** Family friendly golf opportunities were discussed with continued operations of the new Mini-Course at Cattail Creek and use of Golf Professional in different capacities. Special pricing for families on the Mini-Course were put into place along with a 3-Hole Round fee at Cattail Creek. Discussion on methods and plans to facilitate golfers transitioning from the Mini-Course to driving range to 3-Hole round to 9-Hole round were held and plans implemented.

3. Work with Staff to communicate post flood recovery of Mariana Butte; marketing and public relations initiative to inform public that Mariana Butte has recovered, is open for 18 holes, etc.

**Status:** Information regarding Mariana Butte was pushed to print and social media outlets, email subscribers, and golf course customers as improvements were made. August 2014 saw the final results of that push with rounds equaling 2013 levels and continuing to do so throughout the remainder of the year.

**Discussion/Action:** Discuss 2014 accomplishments for update and be prepared to discuss/propose 2015 goals.



**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](http://www.cityofloveland.org)

**AGENDA ITEM:** 3

**MEETING DATE:** 01/28/2015

**DESCRIPTION:** Annual Boards and Commission Summit

**SUMMARY:**

The **2015 Boards and Commission Summit** will be held on Thursday, 2/19/15; 5:00 – 9:00 p.m. at the Rialto Theater Center, in downtown Loveland.

The purpose of the annual Summit is to provide a forum for two-way communication between City Council and the various Boards and Commissions through the celebration of their 2014 Accomplishments, communication of 2015 priorities, and a focus on partnership and collaboration.

◀City Council would like for each Board to supply a brief summary of 2014 Accomplishments and 2015 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 2015 Goals – Bill Cahill, City Manager
7:00 – 8:00pm	Presentations of 2014 Accomplishments from: Youth Advisory Commission, Affordable Housing Commission, Citizens' Finance Commission, Cultural Services Board, Golf Advisory Board, Parks and Recreation Commission, and Police Citizen Advisory Board
8:00 – 8:50pm	Comprehensive Plan presentation/activity
8:50 – 9:00pm	Mayor's Closing Remarks.

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





**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](http://www.cityofloveland.org)

**AGENDA ITEM:** 6  
**MEETING DATE:** 01/28/2015  
**DESCRIPTION:** Golf Advisory Board Meeting Calendar

**SUMMARY:**



As a Board, we will begin the 2016 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

## 2015 Golf Advisory Board Meeting Calendar

<b>JANUARY 2015</b> <ul style="list-style-type: none"> <li>Election of Officers</li> <li>2014 Accomplishments – 2015 Goals Review</li> <li>Summit attendance</li> <li>Meeting planning</li> </ul>	<b>FEBRUARY 2015</b> <ul style="list-style-type: none"> <li>Budget 2016: CIP Plan</li> <li>Review of 2014 year-end</li> </ul>	<b>MARCH 2015</b> <ul style="list-style-type: none"> <li>Budget 2016: M&amp;O</li> <li>2015 Project Update; superintendents</li> </ul>
<b>APRIL 2015</b> <b>Hold at MBGC?</b> <ul style="list-style-type: none"> <li>MBGC Staff Introduction and plans for 2015</li> <li>Budget 2016</li> <li>2015 Project Update</li> </ul>	<b>MAY 2015</b> <b>Hold at OCAL?</b> <ul style="list-style-type: none"> <li>OCAL Staff introduction and plans for 2015</li> <li>Budget 2016</li> <li>2015 Project Update</li> </ul>	<b>JUNE 2015</b>  Final 2016 Budget Approval if Needed (timing allows) Open for Topics
<b>JULY 2015</b> <ul style="list-style-type: none"> <li>Staff, Board Members, and Professional staff tournament</li> </ul>	<b>AUGUST 2015</b> <ul style="list-style-type: none"> <li>YTD 2015 Revenues</li> <li>Capital Improvement update and fall plans</li> </ul>	<b>SEPTEMBER 2015</b>  OPEN FOR TOPCIS
<b>OCTOBER 2015</b> <ul style="list-style-type: none"> <li>Review Policies and Procedures Manual for 2016</li> </ul>	<b>NOVEMBER 2015</b>  No meeting 	<b>DECEMBER 2015</b>  No meeting 





**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](http://www.cityofloveland.org)

**AGENDA ITEM:** 7  
**MEETING DATE:** 01/28/2015  
**DESCRIPTION:** **Denver Golf Expo**

**SUMMARY:**

On February 20, 21, & 22 2015, staff will represent the City of Loveland golf courses at the upcoming Denver Golf Expo.

Board members are encouraged to be part of the fun by manning the booth for a period of time during the show. This is a great opportunity to hear feedback on our courses from golfers in Northern Colorado and the metro area. Booth hours are as follows and entrance to the rest of the show is free as a booth volunteer:

Friday, February 20:	10:00 a.m. – 5:00 p.m.
Saturday, February 21:	9:00 a.m. – 5:00 p.m.
Sunday, February 22:	10:00 a.m. – 4:00 p.m.

Help is needed each day from Board volunteers.

Anyone interested in volunteering is encouraged to contact Andrea Sheldon at 962-2496 or Winston Howe at the Mariana Butte Golf Course 667-8308.

**Discussion:** Informational