



## 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 Wednesday, February 28, 2018 – 5:15 p.m. Parks and Recreation Conference Room

#### NOTICE OF MEETING POSTED

**Call to Order at 5:15 p.m.**

**Citizen Comments (By Citizens present at meeting)**

**Approval of 01/24/2018 Minutes**

**Council Liaison Report**

#### Discussion/Action Items

- |   |                |
|---|----------------|
| 1. Election of Officers                           | Julie Nelson   |
| 2. Annual Boards and Commissions Summit, 03/08/18 | Andrea Sheldon |
| *Verbal at meeting                                |                |

#### Non-Action/Informational

- |   |                |
|---|----------------|
| 3. Golf Operations Manager Replacement Process Update | Elizabeth Kayl |
| 4. 2017 Year-End Financial Review                     | Andrea Sheldon |
| *Verbal at meeting                                    |                |
| 5. Denver Public Golf Expo Report                     | Andrea Sheldon |
| *Verbal at Meeting                                    |                |

#### Reports/Correspondence

#### Board Member Comments

**Next Regular Meeting Date      03/28/2018**

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**LOVELAND GOLF ADVISORY BOARD**  
**MINUTES**  
01/24/18

Parks and Recreation Conference Room

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PRESENT: Joe Lopo, Julie Nelson, Chuck Weirauch, Jim Whitenight, Charlie Dyer, Rex Lamoreaux, Jack Stringer, Greg Oehmen  
ABSENT: Jan Wall, Robert Walkowicz  
STAFF: Steve Southard, Andrea Sheldon, Elizabeth Kayl  
COUNCIL: Don Overcash  
CITIZENS: None

Notice of meeting posted.

Vice Chair Julie Nelson called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, January 24, 2018 at 5:15 pm.

**Welcome**

Steve Southard welcomed new Board member Greg Oehmen; Greg will serve as Alternate. Steve also stated that Jack Stringer, Robert Walkowicz and Charlie Dyer were selected for reappointment. City Council will approve the new members at their 2/06/18 meeting.

**Council Liaison Report**

None

**Citizen Comments**

No citizens present

**Minutes**

The minutes for the 10/25/17 meeting were approved as submitted.

**ACTION ITEMS**

**Election of Officers**

The election of officers was postponed to the February meeting allowing for official appointment of members by City Council.

**Group Exercise**

Steve conducted a group exercise regarding the image/perception of golf and the reasons people golf. While the general perception of golf can be negative, the reasons why people golf are positive including challenge, time with family and friends etc.

**2017 Accomplishments and 2018 Priorities**

Julie Nelson opened the discussion for updating the 2017 accomplishments and establishing 2018 priorities.

***Action: The 2017 accomplishments were approved as submitted. The 2018 priorities were unanimously approved as:***

- 1. Work with Staff on 2019 Golf Fund balance projections, 2019 operation budgets, revenue projections and fee setting policies along with updating 2019 – 2024 capital improvement projects schedule. Work with staff to develop long-term***

*strategic plan to renew facilities and courses to better serve golfing community while reducing operating expenses.*

2. *Work with Staff in continuing a golf community outreach, and family golf and new golfer Initiative for the Loveland Golf course. Continue to utilize 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; continue promotion of programs that assist new golfers such as the complementary clubs initiative. Expand the programs to other courses if warranted.*
3. *Work with staff to continue to pursue the goal of a new clubhouse at The Olde Course at Loveland by determining feasibility for a new clubhouse and by determining a fiscally responsible path to fund the project.*

*Don Overcash arrives 5:45 p.m.*

#### **Annual Boards and Commissions Summit**

Andrea Sheldon reviewed the Boards and Commission Summit information included in the packet. The Boards and Commission will take on a new “World Café” format this year. All Boards and Commission members are invited to attend. The Golf Advisory Board will have a table at the event.

#### **NON-ACTION/INFORMATION ITEMS**

##### **Conceptual long term strategic planning**

Steve presented information on OCAL conceptual designs for the review of the Board. Option B and C were most desirable. Especially if they can be phased. Steve reminded the Board about the necessary next steps, including a feasibility study for the clubhouse, and the necessity to ensure that the project is financially sound, especially in light of the new TPC course and the unknown impact it may have.

##### **GAB Calendar**

Andrea Sheldon reviewed the packet information. The 2019 City budget schedule has not been set yet, however the Board will most likely begin 2019 budget planning sessions in March. Board members need to be prepared to propose any new fees, programs, budget line items, etc. at a very early stage of the season. The 2019 budget will be offered for final G.A.B. recommendation during the May or June 2018 meeting.

*Don Overcash leaves at 6:30 p.m.*

##### **Denver Public Golf Expo**

Andrea reviewed the information in the packet regarding the upcoming Denver Public Golf Expo. Kevin Cohrs will be

looking for volunteers willing to help man the booth over the weekend. Board members can contact Kevin via email or phone

## **REPORTS/CORRESPONDENCE**

### **Golf Operations Report**

Steve reviewed rounds played YTD 2017. Olde Course has seen an increase in rounds the last 2 years. If all courses can hold steady in number of rounds played, we will doing better than the national average.

Steve announced that he would be leaving his position with the City of Loveland to take a new position in Fort Worth, Texas. His last day will be 02/12/2018. Elizabeth Kayl stated that a national search will be conducted for a replacement for Steve. Elizabeth will keep the Board apprised of progress and of the format for interviews.

### **Board Member Comments**

The Board thanked Steve for his exemplary service and for his contributions to golf in Loveland. Steve will be greatly missed.

**There being no further business, the meeting was adjourned at 6:50 p.m.**

**Respectfully submitted,  
Andrea Sheldon**



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**AGENDA ITEM:** 1

**MEETING DATE:** 02/28/18

**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 selected.



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**AGENDA ITEM:** 2

**MEETING DATE:** 02/28/2018

**DESCRIPTION:** Annual Boards and Commission Event

### **SUMMARY:**

The **2018 Boards and Commission Summit** will be held on Thursday, 3/08/18 from 5:30 – 7:30 p.m. at the Police and Courts Building.

The annual Boards and Commission event will undergo a revamp in 2018. Every Commission or Board member will receive an invitation to attend the event. The goal in 2018 is to provide a forum for two-way communication between all participants the various Boards and Commissions through a “world café” format. Each Board or Commission will have a table where they can, both share their top accomplishments for the past year and gather information from other event attendees regarding an upcoming initiative.

- Each table will be covered with a piece of butcher paper where table visitors can respond to a prompt, answer a question, share an idea or otherwise gather information. If they wish, participants can create a display or create some other interesting way to engage with event attendees.
- During the event, a “table host” will staff the table during the interactive part of the event, from 5:30 – 6:30 p.m. This can be the staff liaison or a board member, or they can alternate.
- Agenda for the evening is as follows:

5:00 pm.	Board reps show up to set up table/table displays
5:30 pm	Guests arrive, food service begins
5:45 pm	WELCOME and overview of World Cafe
5:45 - 6:45 pm	Guests wander, visit tables and eat
6:45 pm	Presentation by City Manager
7:30 pm	Event ends

**Discussion/Action:** Discussion on what questions the Board would like to pose or gather more information on. Finalize 2-3 questions to ask attendees.