



AGENDA

Golf Advisory Board Meeting

5:15 PM - Wednesday, February 28, 2024

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

Addition to Procedural Information

Remote Participation:

Options For Remote Participation:

1. By Telephone: When it is time to speak during the meeting, the moderator will unmute the line, state the person's name who will be speaking.

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: #838 8368 5474

Please press # when asked for a participant ID.

Stay on the line until the meeting moderator provides additional instructions.

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 .

Notificación en contra de la discriminación

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 (colguest) is accesswifi

	Page
1. CALL TO ORDER	
2. ADOPTION OF MINUTES	
2.1. Approval of the January 24, 2024 Minutes	3 - 6
24 Jan 2024 - Minutes	
3. CITIZENS REPORT	
4. COUNCIL LIAISON REPORT	
5. ACTION OR DISCUSSION ITEMS	
5.1. Annual Report to City Council	7 - 10

Presenter: Andrea Sheldon

[Agenda Item 5.1](#)

[2023 Annual Report](#)

6. NON-ACTION OR INFORMATIONAL ITEMS

6.1. 2025 Budget Process

Presenter: Mark Esoda

Preliminary discussion: 10 Year Cash Flow Plan, fees

*Presentation at meeting

7. STAFF REPORTS

8. BOARD MEMBER COMMENTS

9. ADJOURN

UPCOMING MEETINGS OR EVENTS

Next Board Meeting: March 27, 2024



MINUTES

Golf Advisory Board Meeting

5:15 PM - Wednesday, January 24, 2024

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

The Golf Advisory Board of the Loveland, CO was called to order on Wednesday, January 24, 2024, at 5:15 PM, in the Parks and Recreation Conference Room, 500 E. 3rd Street, with the following members present:

PRESENT: Board: Greg Oehmen, Will Parker, Beth Soderquist, Chuck Weirauch, David Spencer, Denise Rhoades, Nate Thoreson, Katie Robinson, Roger Fish, Sherri Kuhlmann
Council: Pat McFall
Staff: Mark Esoda, Andrea Sheldon

EXCUSED:

1. CALL TO ORDER

The meeting was called to order at 5:15PM by Beth Soderquist.

2. WELCOME TO NEW BOARD MEMBERS

Beth Soderquist welcomed the following new and returning members:

Katie Robinson

Roger Fish

Sherri Kuhlmann – Alternate

Denise Rhoades – Reappointed

Current Board members and Staff introduced themselves to the new members as well.

2. ADOPTION OF MINUTES

Will Parker noted that his name was not listed as being “present” on the October 25, 2023, minutes. With that correction noted, the minutes were unanimously approved.

3. CITIZENS REPORT

No citizens present

4. COUNCIL LIAISON REPORT

Councilor McFall briefly reported on the following City Council items:

- The election in November changed the composition of City Council which has led to a vote by the new majority to repeal the Centerra South URA. This has led to two separate lawsuits being filed against the City.
- Removal of the sales tax on food for home consumption is projected to impact General Fund revenues by 13 million. Loveland is now the city with the lowest tax rate in the region. The reduction in revenues most likely will lead to cuts to

non-essential services. One philosophy being supported by some members of Council is to use existing contingency funds to cover any loss in revenue. Other members of Council do not agree with that idea.

- Deputy City Manager Rod Wensing agreed to be Acting City Manager. A nationwide search will be conducted to find and hire a new City Manager.

5. ACTION OR DISCUSSION ITEMS

Golf Advisory Board Roles and Responsibilities

Deputy City Attorney Vincent Junglas began by stating that he sincerely appreciated the work of the Golf Advisory Board and the efforts toward improving golf in Loveland. Vince then presented the information contained in the packet including, but not limited to:

- The role of the Board
- Attendance
- Conflicts of Interest
- Conduction of meetings: definition of open meetings and meeting notice requirements
- Colorado Open Records Act (CORA): What types of documents and/or communications (i.e. email, text) are considered public record and thereby subject to CORA.
- Use of email and social media
- Ethics
- Allowed gifts.

No Action Taken

Election of Officers

Mark Esoda reviewed the packet information and opened the floor for nominations for Chair.

- Roger Fish nominated David Spangler; David accepted the nomination.
- Beth Soderquist stated she would like to continue as Chair.

There being no further nominations, the floor was closed.

Discussion: David stated that he felt changing leaders in leadership roles was a positive thing and that in the few years that he has left on the board, he would like to lead.

Beth stated that she felt her leadership of the Board had been positive over the last 3 years and that Board meetings had allowed for discussions of heavy topics and room for the Board to “agree to disagree.” However, once the decisions were made, Beth felt that, even if she personally disagreed with any decision made, she represented the Board as a whole to the public at meetings and at the Council level.

There being no further statements, discussion was closed.

ACTION: Mark called for a vote; David Spangler was elected with a 5-4 vote.

David Spangler opened the floor for nominations for Vice Chair.

- Beth Soderquist nominated Chuck Weirauch; Chuck accepted the nomination.

There being no further nominations, the floor was closed. No discussion was held.

ACTION: David called for a vote; Chuck Weirauch was elected with a 9-0 vote.

Review of 2024 Golf Advisory Board Work Plan

Andrea Sheldon reviewed the 2024 work plan included in the packet. This is the work plan that the Board approved in October of 2023 and was then submitted to City Council.

Staff will have a preliminary 2023 GAB annual report, summarizing the accomplishments of the 2023 work plan, completed for review and approval at the February meeting. Annual reports are due to the City Clerks office by the end of March.

6. NON-ACTION OR INFORMATIONAL ITEMS

Budget Process 2025

Andrea reviewed the yearly budget process and laid out a preliminary schedule for upcoming Board meetings. Mark discussed the Olde Course maintenance facility and the possibility of moving construction to 2024. Staff is still working the numbers, but if the appropriate and mandatory reserves can be maintained, Mark feels we should proceed in 2024. Staff would work with the budget office to reallocate the needed funds from 2025's budget to 2024.

7. STAFF REPORTS

Golf Manager Report: Mark related the following:

- Brook Bell has been hired as the new Head Golf Professional at Mariana Butte
- Interviews for the Assistant Golf Professional at Mariana Butte were held 01/24/24.
- Cattail Creeks "refresh" is substantially complete with new paint and floors, and a change in lighting.
- Staff is working on the final procedure for No Shows based on the policy passed by the Board. Once complete, Staff will bring the item back to the Board along with the finalized Policy and Procedure manual.

Will leaves at 6:58pm

- Applications are being reviewed for backfilling the Golf Admin Support position.
- Work on renovating the Mariana Butte driving range tee is set to begin on 01/29/24.
- Two sheds were purchased for The Olde Course at Loveland. The first was a new shed to house the driving range machine, the second shed replaced an existing, worn out shed for storage.
- The fire suppression system at the Mariana Butte clubhouse is being reviewed for possible needed updates.

Financial Report: Andrea related the following information:

- The numbers presented are for unaudited year-end 12/31/23. Accounting is still booking expenditures for 2023. The numbers present a "snap shot" of where accounts were on 12/31/2023.
- Both expenses and revenues exceeded 2022 for the same time frame.
- Rounds also exceeded 2022 levels.

8. BOARD MEMBER COMMENTS

Nate Thoreson, Greg Oehmen, David Spangler, and Denise Rhoades: Thanked Beth

for her commitment to and time as Golf Board Chair.

Roger Fish: Great first meeting – excited to be on the Board. Sherril Kuhlmann and Katie Robinson echoed Roger's comments.

9. ADJOURN

There being no further business, the meeting was adjourned at 7:21pm.

UPCOMING MEETINGS OR EVENTS

Next Meeting: February 28, 2024



AGENDA ITEM: 5.1
MEETING DATE: 02/28/24
DESCRIPTION: Golf Advisory Board Annual Report 2023
SUMMARY:

The attached annual report reflects the priorities established by the Board for 2023 and highlights the accomplishments and the progress made on those priorities.

City Council has asked that each Board prepare an annual report for review by March 31, 2024.

Discussion: Review of Annual Plan for approval



City of Loveland Boards and Commissions

Annual Report

<https://www.lovgov.org/city-government/boards-commissions>

Golf Advisory Board Annual Report 2023

The golf advisory board serves as an advisory body to the city council and assists 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. 2023 municipal golf courses are; Mariana Butte, The Olde Course at Loveland and Cattail Creek/Mini-Course at Cattail Creek.

The Loveland Golf Advisory Board held 9 regular meetings and one special meeting from January – October with the June meeting being a course outing with golf division staff. All meetings were in person with a Zoom option available. Board members were, Beth Soderquist (Chair), Blake Nicholson (Vice Chair), David Spangler, Peggy Pellizzari, Denise Rhoades, Greg Oehmen, Will Parker, Chuck Weirauch, Nate Thoreson.

Pat McFall served as City Council Liaison with Steve Olson as alternate Council Liaison. Mark Esoda, Golf Manager and Andrea Sheldon, Golf Business/Customer Service Coordinator, provided staff support.

2023 Priority Highlights

FISCAL STABILITY AND STRENGTH:

Collaborated with Golf Division staff to ensure responsible financial management of the Loveland golf courses.

2024 Budget Development:

- Engaged in a comprehensive 2024 budget process with Staff to create a budget that achieved and maintained a strong and sustainable financial condition. Ensured cash reserves align with policy directives, providing flexibility for emergencies or uncertain times.
- Updated the 2024 -2034 Capital Improvement Plan to prioritize sustainable golf course improvements and schedule strategic equipment replacement and operational practices.

Fee Structure and Funding:

Reviewed and developed fee structure to secure current and future funding for the Golf Enterprise Fund.

- Evaluated policies regarding private carts to reconcile leveling the competition with the rental fleet and patron desire for continued use of personal golf carts. Revisited and

revised policies implemented in 2023 that moved from a yearly permit structure to an overall daily use structure. Transitioned the cart program into a Legacy program for existing private cart owners; no new contracts will be offered after 12/31/23.

Seasonal Pass Adjustment

- Restricted the sale of all seasonal passes to Loveland residents as of 12/31/23.
- Transitioned the full-week seasonal pass program into a Legacy program. Existing full-week seasonal pass holders can continue to purchase a full-week pass; no new full-week seasonal passes will be sold after 12/31/23.

No Show Reservations

- Evaluated policies surrounding no show golfers. As of 12/31/23, golfers will be charged full green fees if they do not show for, or do not modify their tee time prior to the day of play.

OUTREACH, COLLABORATION and ENGAGEMENT

Worked with Staff to inform and actively engage the Golfing Public.

Public Meetings

- Organized and hosted two public golf information meetings: April 5 and August 23. Gathered feedback and provided outcomes to attendees.

Collaboration

- Worked with a committee of citizens to establish historical, interpretive signage at The Olde Course at Loveland inclusive of a special tribute to the first golf professional, Don Fox.
- Supported facility use for annual Tee Off for Kids tournament fundraiser for recreation scholarships to assist local families that might otherwise struggle to afford recreation program participation.
- Hosted Parks and Recreation Movie Night at Cattail Creek golf course. Offered Free Mini-Course rounds for a two-hour period.

Engagement:

- Contributed ideas for six Golf Loveland newsletters.
- Supported programming teaching the fundamentals of playing golf and developing skills. Supported summer youth golf instruction opportunities.

INFRASTRUCTURE AND TRANSPORTATION

Work with Staff on formulating and implementing Master Plan objectives in conjunction with the overall Parks and Recreation Master Plan

- Collaborated with Staff for the grand opening of the new clubhouse at The Olde Course at Loveland.



- Subcommittee of Board participated in the selection process for artwork installed at The Olde Course at Loveland that is part of the greater Loveland Museum's Public Art program. Funds for the art were included in the budget for the clubhouse renovation.

