

## *Golf Course Advisory Board*

### *Agenda*

*August 15, 2016*

*6:30PM*

*Louisville Public Library, 1<sup>st</sup> Floor Meeting Room  
951 Spruce Street*

1. Call to order.
2. Roll call.
3. Approval of agenda.
4. Approval of minutes from July 18, 2016.
5. Public comments on items not on agenda. (Please limit to 3 minutes). Items 1 thru 5 – 10 minutes.
6. Staff update on:
  - a. Course outstanding issues.
  - b. Update on F & B operation and upcoming plans
  - c. Dashboard review
7. Joint discussion:
  - a. GCAB/staff sub-committee strategy development plans / schedule.
  - b. Discussion of GCAB City Council study session agenda – meeting scheduled for August 23 at 7PM in library.
8. Proposed agenda items for next meeting – 5 minutes.
- 9. Next meeting- Louisville Public Library on 9/19/2016 at 6:30PM.**
10. Adjourn.



## **Golf Course Advisory Board**

### **Meeting Minutes**

**07-18-2016**

**Louisville Public Library**

**6:30 PM**

1. **Call to Order:** Chairman Ken Gambon called the meeting to order at 6:30 PM.
2. **Roll Call:** Taken by Ken Gambon and the following members were present:  
Board Members Present: Ken Gambon, Lisa Norgard, Perry Nelson, Cory Nickerson, and Michele Van Pelt  
Board Members Excused Absence: Sandy Stewart  
Board Members Absent: Heikke Nielsen  
Council Members Present: Dennis Maloney  
Staff Members Present: Joe Stevens, David Baril, Ginger Cross, and David Dean  
Public: Larry Donner
3. **Approval of Agenda:** The agenda was unanimously approved. Lisa Norgard proposed, Perry Nelson seconded.
4. **Approval of Meeting Minutes:** The June 27, 2016 Minutes were unanimously approved. Michelle Van Pelt proposed, Cory Nickerson seconded.
5. **Public comments:** None
6. **Staff Updates:**
  - a) *Course Outstanding Issues* - David Baril, reported that First Assistant Brady Jones has left as of July 2nd and at this time there have been no replacements, but they are still searching. They have completed the task of interviewing finalists candidates. David Baril reported that they are also considering seasonal staff for opening and other tasks that fall to the First Assistant in the interim. Human Resources is reevaluating the applicant pool again and may opening up the job posting again or consider converting a seasonal employee on a temporary basis to complete the summer/fall season.

The work load has been a bit stressful with only two (2) pros on the golf course staff. There have been a lot of tournaments lately, which have been



COLORADO • SINCE 1878

run quite successfully, especially after only one (1) year after the re-opening. These tournaments include the 2nd Annual Louisville Chamber of Commerce Spaghetti Open (which was held in July) & 2nd Couples Scramble over the past weekend, which had 64 participants and they are planning to have more tournaments. For example, there are upcoming tournaments for Monarch High, Peerless Tire, Border Wars, Rally for the Cure and the 1<sup>st</sup> Louisville Open sponsored by Louisville Realty Associates (August 12).

Financial Update: per the net position, we are in a good position. Capital improvements (\$298K) represent the maintenance barn and more and \$251K accounts for paving and chemical storage and possibly a pole barn (per David Dean).

Joe Stevens discussed the staff's intent to present construction plans in front of the Board of Adjustment in order to obtain a PUD variance. Joe expressed issues with the flood maps not being accurate (re-drawn since the floods). Dennis Maloney suggested that the new maps may not be approved yet.

David Deane reported that we lost another decoder and Rainbird is adding more power to the LDI to address this. Still monitoring.

Water is on the left side of Hole #1 and they are addressing the drainage but otherwise the irrigation system seems to work well but the drains need a line added. Ken asked if there are leaks on the lines but David Dean reported 120 PSI holding steady (which is very robust) and functions well.

David Deane reported on the 4<sup>th</sup> of July fireworks event. There was lots of clean up and while there were few issues to report, there was a low flying mortar (un-used firework) which exploded under a lawn mower one of the staff was riding at the time, but no one was injured. No incidents reported by the police department. Cory asked if the number of visitors was lower this year, and Joe confirmed while they don't have a concrete means of tracking numbers, there did seem to be fewer people in attendance probably because the holiday was a 3 day weekend this year.

Perry asked about the neighbors living on the course with regards to the complaint of vegetation and David Dean said that nothing other than the neighbor on Hole #1, which was already discussed previously. Joe explained there were a few complaints near the 15<sup>th</sup> Hole regarding a request for the City to mow, but it turns out this area is not golf course but rather it is Open Space (known as Avista Open Space) and once Joe explained this to the



COLORADO • SINCE 1878

residents they understood. Joe discussed the tree planting project off of Hole #4.

*b) Update on Food & Beverage Operation and Upcoming Plans*

David Baril reported that the Sweet Spot Café changed their POS system, and are not using Club Prophet anymore. It is working well and appears to be a better system for the restaurant. Steven has added dinner and live entertainment (every other Friday night). Ken asked if there are any new (or previously unknown) issues with the facility and David Baril shared that a ventilation company was on site this past week to help with air flow, but this is a known issue.

*c) Dashboard Review - David Baril continued to report on the Financial Dashboard with the following highlights:*

- Playable Days: June 2016 was 24 of out 30 (and 25 was budgeted)
- Total Rev per Round and Cart usage is increasing
- Revenue is down, but expenses are also down
- Food and Beverage – no revenue realized until later this summer (5% for the City will kick in August 2016)

## 7. Joint Discussion

*GCAB/Staff Sub-Committee Strategy Development Plans/Schedule* Michelle and Perry recently met and updated the initial strategic plan outline and schedule. They will look at the Parks & Rec Master Plan (PROST), and will ensure that the plan is in alignment, for example, with the same theme (*i.e.*, community involvement). Ken said he does not expect anything until the Fall of 2016 to define the goals. Perry is looking at other golf course strategic plans to get a sense of what kind of road map we need to get where we want to go in the long run for the golf course. The GCAB will meet with City Council for its Fall Study Session. GCAB will have about 30 minutes with the City Council Study Session to be held on August 23<sup>rd</sup> at 7pm.

## 8. Budget Discussion and Feedback for Staff Input

David Baril reported that all budgets have been submitted to the City Manager for the 2017-18 year.

## 9. Proposed Agenda Items for Next Meeting

Perry asked about what is the current experience for the customer experience. Ginger Cross (new Marketing Coordinator) reported that they are planning anniversary

PARKS AND RECREATION DEPARTMENT • 749 MAIN STREET • LOUISVILLE, CO 80027  
(303) 335-4735 • FAX (303) 335-4738  
[www.louisvilleco.gov](http://www.louisvilleco.gov)



**COLORADO • SINCE 1878**

customer events all month (i.e., Happy Birthday to Us, Customer Appreciation events). Additionally, the Sweet Spot Café has introduced “9 and under Kids Eat Free” promo every Monday. Ginger reported on the Center Court Apartments and that the Golf Course added flyers into those Grand Opening goody bags.

Cory introduced the idea of the marching in the Labor Day Parade in September as a way to help promote the course. The Board supported this idea and Cory will work with David Baril and Ginger to recruit volunteers and get prepared for the event with golf carts, golf bikes, Sweet Spot Café coupons, a banner and volunteers.

Ken proposed that we continue to keep the same topics on the next agenda for August 15, 2016.

**10. Adjourn**

There being no further business, the meeting was adjourned at 7:30pm. Motion to adjourn proposed by Ken Gambon and seconded by Lisa Norgard.