City of Greeley Colorado | BOARDS & COMMISSIONS

Golf Advisory Board Work Session Minutes

April 10th, 2025, at 4:30 PM

1. Call to Order
    - Pat Gilliam called the meeting to order at 4:37 PM
2. Roll Call
    - Board Members Present: Pat Gilliam, Patrick McMillin, Michael Sage, Jeff Collins, Patti Brug, Melissa Jensen & Kim Spencer
    - City Employees Present: Chris Colling (Golf Manager) & Alexa Schubin (Administrative Assistant III-Forestry)
3. Triennial Review Work Session
    - The board met for this work session to discuss the questions present within the Triennial Review to present to council. Some questions were previously discussed in prior meetings, and information had been added to the review prior to the work session. The questions that were already filled out in the review were provided electronically and also displayed on a large projector screen for the board to review.
    - Pat opened the discussion to question #1 which asked what the primary and secondary priorities for the board were, as well as explanations. The board had listed that the primary priority had been "addressing the change in fee structure for both golf courses".
        - Pat and Michale both agreed that the primary goal and provided explanation were satisfactory.
    - Upon agreeing with the primary focus, Pat noted that responses were needed for questions #7 and #7a. Question #7 asks the board to review their current purpose with Greeley Municipal Code and how they are accomplishing the purpose. #7a asked what else needs to be done to deliver to the community.
        - Melissa stated that this was an area where the group had hung up previously. Patrick then shared that he did not feel sully able to speak to this item as he is new to the board. Jeff stated that the fee structure has already been changed, so at this point the board is in the data collection phase regarding actions that have already been taken. Pat asked whether the group should return to the item later and invited additional comments. Melissa suggested possibly posting meeting times (for the board) at the golf courses. Michael noted that holding regular meetings and posting minutes reflects the practices already being maintained. Pat referenced the code language describing the purpose of the bylaws, including serving in an advisory capacity, reviewing budget and reviewing staff. Melissa added that, beyond stated meeting deliverables, the board has discussed potential course development in relation to population growth, future needs and future of the sport. Kim noted the importance of soliciting public input regarding community needs, addressing safety concerns and bringing those issues forward.

    Patrick stated the board is in a unique position to communicate with both the staff and City Council.

- The board skipped #7 for the time being and chose to move along to question #8 which asked the board to list annual workplan(s) over 2022-2025 and state what parts of the workplans have been accomplished, providing a updated 3-year workplan from 2025-2027.
    - Pat stated that work plans were not being created by the board previously because they were either not required at the time or the board was not aware they were required until late 2024. These work plans were attached to the review based on work completed by Michael Sage
- Pat then moved the discussion to question # 9 which asked the board to share specific projects, achievements, and initiatives they had completed over the past 3 years.
- Melissa stated that the board had analyzed the fee structure previously, which Pat confirmed as this had been a project for several years. Melissa then made mention of the SNAG course and Chris provided this is located at Boomerang and is named Mike Lee 9. Chris also stated that the golf board serves as an advocate between citizens and the city regarding the importance of the golf course and their effectives. Pat posed a question of whether youth involvement should also be included.
- The board moved along to question #11 which asked if the board meetings are conducted in an effective manner. They all agreed that meetings are effective and stay on subject.
- Question #12 was the next to review, asking if meetings are held according to schedule (in this case meeting on the second Thursday of every other month at 4:30 pm), to which they all agreed.
- Question # 13 was then brought up, which asked if the discussions are focused on the agenda topics and if they are in line with the board's objects/goals. All members agreed that the meetings follow Robert's Rules of Order.
- The board reviewed question #14 which asked how the meetings are held, they agreed with what had been present in the review. This stated that meetings are generally held in person but the option to join virtually is provided.
- Question #15, which had not been filled out was asked by Pat. This was regarding public attendance at the meetings and what the average turn out is. He noted that the public seldom attend the meetings, to which the board agreed.
- Pat then asked the board for their input on #16 which asked what could be improved at board meetings. He had responded in the review that the operations of meetings seem to be orderly and polite with positive meeting decorum, but that more public input could be useful. The board agreed this was a good response.
- Pat asked the board to review what he had written for question #17, which asked for any additional information the board felt could be helpful in the council's decision to reauthorize the board. They all took a few minutes to review and decided that the response was reasonable.
- Pat then asked if there were any additional comments that they would like to add for #18 and no other comments were provided.
- After reviewing the main questions still needing decision, the board moved on to the work plan provided by Michael Sage. One point of interest that was listed would be the possibility of expanding the golf courses (i.e.. more courses)

- One item that was discussed was Restaurant leases and vendor review. Pat and Patti agreed that the board is supposed to review vendors and make recommendations. On this point, Chris stated that if a party (vendor) is not performing that the board can review the contract. Patick then asked who would determine if the party was not performing. Melissa stated that the board could provide feedback from the public or their own experiences. Michael stated that this portion could be removed from the final document.
    - Michael noted that there is a sand practice area at Highland and that there is public interest in this being at Boomerang in the future.
    - Pace of Play was added into the work plan and both Pat and Chris agreed that this was a good point to include. Several board members discussed that there should be signage present to indicate where players should be at any given time on the course, based on tee time. Jeff suggested adding exploring other options to improve pace of play.
    - The board reviewed the attendance records and minutes process from 2022-2025 and Pat mentioned that due to city staff turnover, the process for uploading meeting minutes documents was impeded.
    - Bylaws were reviewed and Pat provided that the bylaws state that there are 7 members with alternation 2-year terms, while in the handbook states 3-year terms. He also mentioned that the bylaws state if a member misses two meetings, they can be removed from the board.
  - Pat asked if there was any further input for the review, none was provided.
  - Patrick did have one question about why the names had been removed from the hole markers at Boomerang, to which Chris responded that a less expensive marker was used, and the names were removed as a result, not intentionally.

4. Boards & Commission Appreciation Event:
    - Alexa read through an email from Boards & Commissions team about the appreciation event for board members. Each board is to provide information for a Power Point presentation, and the information was asked to be sent by April 18th.
5. Scheduling of Meetings:
    - The next scheduled meeting is May 8th, 2025.
6. Adjournment:
    - Pat made a motion to adjourn
    - Patti seconded the motion
    - Motion passed: 7-0
    - Meeting adjourned: 5:30 PM

Pat Gilliam

Pat Gilliam– Chair

Chris Colling – Golf Manager