



## **PARKS & RECREATION ADVISORY BOARD**

*Wednesday, June 2, 2021 – 5:00 p.m.*

WebEx Meeting

### **MINUTES**

**PARKS & RECREATION BOARD MEMBERS PRESENT:** Shannon Crouthers, Chair, Rick Eriksen, Marty Tessmer, Nick Kinney, Mike Ely, Angela Zbikowski, Bobbie McClure, Vice-Chair

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Brooke Bell, Director of Parks, Recreation and Open Space; Joe Sack, Manager of Recreation Services; Doug McNeil, Manager of Golf; and Suzie Jaquith, Recording Secretary

**OTHERS ABSENT:** Nancy Freed, Deputy City Manager

**I. CALL TO ORDER:** By Parks & Recreation Board Chair Crouthers at 5:01 p.m.

**II. INTRODUCTIONS:** None

**III. ADOPTION OF AGENDA:** The Agenda for the June 2, 2021 meeting was approved after a motion was made by Member Zbikowski and seconded by Member Eriksen.

**IV. ADOPTION OF PARKS & RECREATION ADVISORY BOARD MINUTES –**  
The May 5, 2021 meeting Minutes were approved after a motion was made by Member Eriksen to correct wording in Section VI, Board Members Remarks. Member Eriksen's remarks should be clarified that he ran over a cardboard house on the bike path, not an object. Member Tessmer seconded the motion to approve Minutes with said correction.

**V. BOARD DISCUSSION/ACTION ITEMS/REMINDERS**

A. Doug McNeil, Manager of Golf, gave an overview of the Golf Division. He shared a slideshow presentation.

- There are five golf courses owned and operated by City of Aurora Golf Division. Aurora Hills, Springhill, Meadow Hills, Saddle Rock and Murphy Creek. Each course offers a variety of course types.
- Doug shared an organizational chart. The golf division consists of two work groups - Pro Shop Operations and Maintenance Operations, with superintendents and head golf professionals at each course that report directly to Doug. There is also a Marketing Specialist that primarily provides marketing for Golf and reports to the Manager of Marketing and Special Events Division as well as an Administrative Supervisor that reports to the Manager of PROS Business Services Division. The Golf Division also has a citizen's advisory board, the Aurora Golf Course Advisory Committee.
- History of Aurora Golf – Aurora Hills opened in 1969, Springhill in 1973, Meadow Hills in 1977, Saddle Rock in 1997 and Murphy Creek in 2000. Centre Hills closed in 2013 due to reuse water containment issues. Fitzsimons closed in 2017 due to development on golf course property.



- Aurora Golf is an enterprise fund with an operating budget of \$8.3 million and employing approximately 300 people during golf season. The Golf division offers a variety of tournaments, leagues, events and programs to meet the needs of every golfer including, corporate events, Aurora Senior Amateur, Aurora Amateur, Big Person/Little Person, Men's, Ladies & Couples Leagues, Junior PGA League, Junior Golf Programming/First Tee, and Senior Clinic, to name a few. Courses also offer a Kids Play Free program every day after 2:00 P.M. in order to help get more families involved in golf.
  - New for 2021 - New and Innovative Programming - Operation 36 – Long term player development and Spark League offered through Springhill golf course.
  - Covid-19 Impact on Golf Enterprise – All courses closed on March 20, 2020 for 7 weeks with a loss of over \$1 million in revenues. Courses re-opened using a phased in approach on May 6, 2020 and by the end of 2020 had bounced back, exceeding expectations with operating revenues up \$800,000 over 2019. There has been an increase in play with rounds up approximately 15% since re-opening last year.
  - Partnering with First Tee – Aurora Golf works in partnership with this national organization to introduce the game of golf to juniors by providing instructional programming at all the courses.
  - Visit Aurora, Gaylord and Hotel Partnerships – Marketing Specialist works with local businesses to provide flyers and tournament packet information to draw golfers to the courses. Marketing also uses social media, radio, television, and city newsletters to promote Aurora Golf.
  - Golf Industry Trends – Minimal growth in years leading up to the pandemic. Post-pandemic demand is unknown. Aurora Golf continues to explore ways to connect with the community in effort to bring more diversity to the game.
  - Funding of Capital Project and Equipment – The final payment on a \$1,000,000 debt service on Aurora Hills pump station will be made this year. 2026 is the final year of debt service on Murphy Creek golf course/clubhouse construction built in 2000. Aurora Golf has been able to add gradually to the Golf Enterprise Fund over the last 10 years. With Saddle Rock debt now retired and the final payment on Murphy Creek coming in 2026, the Golf Fund should be in a position to address major capital upgrade projects within a few years. Replacing irrigation systems and remodeling clubhouse are high on the wish list.
- B. Parks and Recreation Advisory Board Bylaws Review – Joe Sack, Manager of Recreation.
- Manager Sack proposed the current Bylaws be reviewed by board members and staff. He suggested a review sub-committee be formed, consisting of 3 or 4 board members. Member Eriksen, Member McClure and Member Zbikowski were chosen to serve on the sub-committee. A copy of the current Bylaws will be shared with the board and Recording Secretary, Suzie Jaquith, will reach out to schedule a review meeting with the sub-committee.

*NOTE: By simple majority vote, Board may re-establish Agenda order. Quorum is reached with five members.*



- Manager Sack announced there are currently three vacancies on the board. Member Kinney announced his resignation, increasing the number of two of vacancies to three. Manager Sack asked board members for their interviewing preference. The board concurred to conduct interviews via the virtual platform, Webex on a Wednesday, between 4:00 P.M. and 5:00 P.M. with all board members on the interview panel. Interview questions will be share with the board members to prepare for interviews. Advertising will continue until there is a pool of applicants to interview from.
- C. Chair and Vice-Chair Election – Joe Sack, Manager of Recreation. Manager Sack opened the floor for nominations for Chair and Vice-Chair to serve the new term through May 2022. Member Zbikowski motioned to nominate Member Crouthers for Chair and Member Ely seconded the motion. Member Crouthers accepted the nomination. Member Crouthers motioned to nominate Member McClure for Vice-Chair and Member Ely seconded the motion. Member McClure accepted the nomination. Both nominations were approved unanimously by the board.
- D. PROS Update – Brooke Bell, Director of Parks, Recreation and Open Space Department reported on upcoming events. She will be announcing to city council what the plans are for the 4<sup>th</sup> of July Spectacular. The Real Cup Soccer tournament was held at Aurora Sport Park and was well done and well attended. The Colorado Remembers event at Freedom Memorial was also well attended and received much positive feedback from attendees. Staff did a tremendous job. The outdoor pools are now open. There is a national shortage of lifeguards and because of that, PROS has raised the hiring wage as well as created an incentive program where lifeguards can redeem points for gift cards and other items in effort to become more competitive with other entities. Because of the lifeguard shortage, outdoor pools hours are staggered. Free Fridays will be offered again this year at the outdoor pools. Capacity will be managed based on the number of lifeguards on duty. Parklane Pool is under construction with plans to open in late summer. PROS is experiencing a hiring shortage for labor trades. Currently there are nearly 40 vacant positions across the PROS Department. Staff is looking at increasing hiring wages and other incentives such as signing bonuses and bonuses given after a period of time to help retain employees. She will be reviewing unfunded capital projects for the upcoming City Council Study Session to make sure council is aware of unfunded needs and what can be funded currently with the revenues coming in. She thanked Member Kinney for his service and contributions on the board and wished him well in the future.

## **VI. BOARD MEMBERS REMARKS**

### **A. Comments from Board Members**

- Member McClure reported some repairs that need to be made on play equipment at Cottonwood Park and pine tree in Sunburst park that is dead.

## **VII. FUTURE MEETINGS**

### **A. Wednesday, July 7, 2021 – Virtual meeting – Webex**



**VIII. ADJOURNMENT** – Member McClure made a motion to adjourn and Member Zbikowski seconded. The motion passed at 6:37 p.m.

Shannon E. Crouthers Jul 12, 2021  
Shannon E. Crouthers (Jul 12, 2021 14:43 MDT)

Shannon Crouthers, Chair;  
Parks & Recreation Board

Suzie Jaquith  
Suzie Jaquith, Recording Secretary

ADOPTED \_\_\_\_\_





# PRAB June 2 2021 Minutes\_FINAL\_sj BSB

Final Audit Report

2021-07-12

Created:	2021-07-12
By:	Suzie Gilroy Jaquith (sjaquith@auroragov.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0UVbVvCT4Q6on5kLoBSO0qaechnWAErb

## "PRAB June 2 2021 Minutes\_FINAL\_sj BSB" History

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2021-07-12 - 8:14:44 PM GMT- IP address: 50.237.6.50
-  Document emailed to Shannon E. Crouthers (shancrouthers@gmail.com) for signature  
2021-07-12 - 8:15:44 PM GMT
-  Email viewed by Shannon E. Crouthers (shancrouthers@gmail.com)  
2021-07-12 - 8:43:36 PM GMT- IP address: 75.71.100.10
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Signature Date: 2021-07-12 - 8:43:59 PM GMT - Time Source: server- IP address: 75.71.100.10
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2021-07-12 - 8:43:59 PM GMT