

**DRAFT**

City of Los Angeles  
Department of Recreation and Parks  
**GOLF ADVISORY COMMITTEE MEETING**  
**MONDAY SEPTEMBER 21, 2020 AT 1:00 PM**  
Golf Division Headquarters (ONLINE WEBCAST)  
3900 Chevy Chase Drive  
Los Angeles, 90039

<p><b>ATTENDING COMMITTEE MEMBERS</b></p> <p>Chair Betty Brix, Penmar Women’s Golf Club Vice Chair Marcy Valley, Rancho Park Women’s Golf Club Larry Cloud, Municipal Golf Association Steven Yablok, Roosevelt Golf Club Rosemary Menard, Harbor Park Women’s Club Angela Stewart, Women’s Public Links Golf Association Steven Bloom, Griffith Park Golf Club Kevin Fitzgerald, SCGA Lonnie Kelly, Griffith Park Senior’s Club Thor Tandberg, Rancho Park Golf Club Kelly Chase, Woodley Lakes Men’s Golf Club Dan Koenig, Sepulveda Senior’s Club</p>	<p><b>GOLF STAFF MEMBERS</b></p> <p>Laura Bauernfeind, Golf Manager Calvin White, Principal Grounds Maintenance Supervisor II Penny Siebrandt, Golf Starter Supervisor II Rick Reinshmidt, Golf Starter Supervisor II</p> <p><b>MEETING GUESTS</b></p> <p>Faye Lee, Rancho Park Women’s Club (alternate) Craig Kessler, SCGA (alternate) Karen Tozer, Harbor Park Women’s Club (alternate) Jeanne Hamilton, Harbor Park Women’s Club</p>
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**MEETING MINUTES**

The meeting was called to order at 1:00 PM by Chairperson Betty Brix with a quorum present. Chair Betty Brix shared the information about the virtual online forum so that members can fully participate.

1. PUBLIC COMMENTS

- No public comment.

2. APPROVAL OF MINUTES

- **Steve Bloom moved, Rosemary Menard seconded, to approve the Minutes from the July 20, 2020 meeting.** The motion was unanimously approved.

3. DEPARTMENT REPORTS

- GOLF MANAGER REPORT – Laura Bauernfeind  
Golf Manager Laura Bauernfeind provided the update:
  - i. The golf courses continue to be very busy and in fact experienced record numbers July and August.
    1. Rounds and revenue were up 20% for July and August from this period last year. The system made \$3 million in revenue for both July and August for the first time.
  - ii. The 10 minute tee intervals have proven to be successful in managing the pace of play. Golfers are ecstatic to be able to play in less than 4 ½ hours. The intervals minimize congestion at the starter window.

- iii. There was a slight revision to the Health Order for spacing on the driving range, but there has not been an update allowing for group play, opening putting/chipping greens, etc.
- iv. All City Championships have now been cancelled for 2020.
- v. The City's budget has been devastated, and the City is looking at cost cutting measures across the board. On October 11 all full time staff will be required to take a 10% furlough. The Golf Division Staff was already very lean and we will continue to do our best to keep the courses in the best possible conditions, but the holes in our staffing will really be a challenge. Some of the detail work will probably have to be placed on a hold, but we will continue to focus on the critical areas such as the greens and tees.
- vi. As there will be no hiring in the Department we may try to transfer other Department employees into the Golf Division for additional support.
- vii. In an effort to save the City's budget a separation incentive program was created to incentivize those with enough time in to be eligible to retire from the City. We do have golf employees who are taking advantage of the program. With retirements, the hiring freeze, and the work furloughs the next period is really going to be a challenge for the Golf Division.
- viii. There was an online Bloomberg article last week that stated that a city planner proposed converting Rancho Park golf course into affordable housing units. Rancho Park is dedicated parkland and as such cannot be sold or converted permanently to any other non park use. The City does not have plans to build housing on the Rancho Park golf course.
- ix. The Café at Penmar opened for business – the restrooms also opened.
- x. There have been a series of fires near Penmar. There was an RV fire as well as fires in a nearby homeless encampment. The Golf Division does not have authority outside of the golf course and if anyone wishes to share their thoughts it should be directed to the Council.
- xi. The work is continuing at Griffith Park. ADA improvements are ongoing for restrooms and path of travel. The hardwood floor in the banquet room is being replaced.
- xii. Rancho Park concessionaires are having some financial difficulties as the bulk of their business is related to their business at LAX. The concessionaire has asked to have their capital improvement requirement extended. We do not expect construction to begin until after the first of the year. They are still committed to the project. The concessionaires continue to provide a food truck option with some outdoor seating to provide a service.
- xiii. The on course restroom on hole 6 is on hold due to the budget cuts and the reduction in staffing hours.
- xiv. Faye Lee stated that it seems as though the revenue that Rancho Park is creating is very important to the City and it is very important to keep operations fully staffed as the course generates needed revenue.
- xv. Laura Bauernfeind agreed that it is important to keep moving forward with capital improvements on the golf courses, but we will have to be very creative to find a way to complete all need upgrades. We were trying to complete the project in house as opposed to sending it out to bid which can take more time and be less cost efficient.
- xvi. There was a RAP Board of Commissioners Report approved last week which is a plan to build about 80 tiny houses adjacent to the Harbor Park golf course. They are

essentially 8x8 cargo containers converted into dwellings. The dwellings will be located in the parking lot between the soccer fields and the college. There will be security with the project. This item was presented to the RAP Board as temporary and could be in place for up to three years.

- xvii. Faye Lee asked if there was a similar project approved near Rancho Park Rec Center?
  - 1. Laura Bauernfeind explained that she does not yet know of other changes, but it could be happening in other locations.
- xviii. Jeanne Hamilton asked if there will be restroom facilities for the tiny houses or might this lead to more use of the golf course bathrooms.
  - 1. Laura Bauernfeind explained that there will be restrooms and showers. It could actually help reduce the use of the golf course restrooms.
- xix. Larry Cloud stated that the houses are put on top of concrete in the parking lot and can easily be removed. This is an important point because about a year earlier the City Council applied pressure to the RAP Board to amend the list of acceptable park purposes. We need to keep this in mind because the law in California allows parkland to be used only for park purposes. The state does not allow parks to be used for reasons outside of park uses, but the RAP Board of Commissioners amended the language to include temporary shelters as a park use. The GAC has a credible case for full support of the golf courses because golf provides money for the Department. GAC members need to be aware of RAP Board items because we need to support the Golf Division and the Recreation and Parks Department to help protect the golf courses.
- xx. Laura Bauernfeind cautioned that we all must keep in mind that these are unprecedented times. The RAP Board of Commissioners took the item very seriously because the Commissioners realized that they were setting precedent. The RAP Board was under tremendous pressure including a last minute visit from City Council President Herb Wesson to support the measure. The Board was careful to frame the housing as temporary and it is worth considering that it is preferable to have established dwellings in the parking lot than rows of tents lining streets.
- xxi. Steve Yablok stated that these are unprecedented times and we need to avoid pressing back too strongly to prevent any further housing plans near parks. We are better served to be part of the solution.
- xxii. Rosemary Menard stated that the tiny housing plan could solve some of the problems at Harbor Park and she asked if there is a long-term plan to find a more permanent solution or location?
  - 1. Laura Bauernfeind stated that this project is slated as temporary but we do not have more information and it is difficult to speculate because of these unprecedented times.
- xxiii. Steve Bloom asked when the retirement incentive is set to become effective and who in the Golf Division is planning accept the retirement offer?
  - 1. Laura Bauernfeind stated that we do not yet know when the City will begin the process although the retirements would likely take place over a period of months - not all at once. There will likely be the first round of retirements this Fall and it would continue through early next year. Laura Bauernfeind also stated that she accepted the retirement option but does not yet know when the retirement date will be. It is very likely that the

retirement will take place before Thanksgiving. The Golf Division as a whole is looking at about 12 -15 employees retiring out of the 380 employees.

- xxiv. Chair Betty Brix wished Laura Bauernfeind well and stated that members are offering their congratulations online through the virtual format.
- xxv. Marcy Valley stated that there have been issues with the reservation system for those trying to book tee times and asked if any technical issues have been addressed?
  1. Laura Bauernfeind stated that the software vendor is working on changes that should improve the reservation system. There have not been problems with the system, but the most preferred tee times fill quickly because of the increased demand.

#### 4. SUBCOMMITTEE REPORTS

- POLICIES AND PROCEDURES – Kevin Fitzgerald
  - i. No report as the Ad Hoc Bylaws subcommittee continues to hold regular meetings.
- FEES AND CHARGES – Anne Matthews
  - i. No report as the Ad Hoc Bylaws subcommittee continues to hold regular meetings.
- CAPITOL IMPROVEMENT FUND – Steven Yablok
  - i. No report as the Ad Hoc Bylaws subcommittee continues to hold regular meetings.
- AD HOC WOMEN’S GOLF – Marcy Valley
  - i. No report as the Ad Hoc Bylaws subcommittee continues to hold regular meetings.
- AD HOC STRATEGIC PLAN IMPLEMENTATION – Larry Cloud
  - i. No report as the Ad Hoc Bylaws subcommittee continues to hold regular meetings.
- AD HOC BY-LAWS REVIEW – Larry Cloud
  - i. Craig Kessler explained that the details in the Bylaws document are reflective of many interests. The underlying principle was to take the Bylaws from 1996 and update the representation so that this committee accurately reflects the population that plays the golf courses in 2020. Staff commented and made suggestions to the GAC’s recommendations. He stated that there were changes made to the document since the last meeting after a discussion with Staff, but in his opinion the changes are not substantial structural changes.
  - ii. Larry Cloud explained that the GAC produced a document and it was approved in July. Staff raised a series of red line items and we have since held several meetings. He stated that this newest version does not have as many protections for equity among facility representatives. Instead of two additional members from facilities to help balance equity among the membership the new version now includes only one additional facility member from city affiliated clubs. He stated that the GAC would no longer report to the RAP Board of Commissioners because reporting to the Department has been replaced with the Golf Division. We will need to vote today and if approved the document will need to be posted for another 30 days for public comment before a second reading.
  - iii. Craig Kessler explained that the substitute of Golf Manager for General Manager in most places in the document does not change the committee’s ability to submit reports as there is language in the Bylaws that allows for a GAC report to the RAP Board of Commissioners. When the current Bylaws were created there was not a Golf Division, Golf Manager, or Enterprise Fund, and since the GAC’s inception the nomenclature has not been updated to reflect the changes. He stated that Staff

was concerned with the large size of this body and we had to balance all of the other equities. The Bylaws Subcommittee wanted to be sure that all corners of the city would be represented. One of the subjects that dominated the conversation from the beginning is ensuring gender equity. There will be an at large seat to help ensure balance, and facility alternates should be of another gender when possible. For those who recognize that this is a reduction in club influence, it is. In addition to the eight facility seats and one additional seat to ensure balance among facility members, there are two regional organizational seats for SCGA and SCPGA, two seats at-large at the discretion of the Department, and the final five seats come from women's groups, underrepresented groups, teaching professionals, and junior groups. There is wider discretion in the selection process under this framework, in large part due to the need to bring in more stakeholders, interests, and constituencies.

- iv. Larry Cloud stated that we moved from the July version of the Bylaws document which had one representative for each facility that would be chosen by the clubs at that facility, two additional representatives chosen by the clubs to help ensure equity, two members chosen at large by the Golf Division, and several seats for other golf organizations.
- v. Marcy Valley explained that there were two organizations which explicitly had representation on the GAC and no longer have representation in this version, the MGA and WPLGA. While those organizations are not included specifically in the new Bylaws both remain eligible as other golf organizations in the new version of the Bylaws.
- vi. Kevin Fitzgerald expressed his support for the new version of the document and does not view the recommendations made by Staff as having changed the overall structure approved by the GAC at the previous meeting.
- vii. Larry Cloud stated that there have been substantive changes made to this document since the last GAC meeting and the Subcommittee voted to recommend this document as it is. He explained that he has concerns with this version of the document. The GAC will vote on the document today and it must be posted for public scrutiny before a final vote at a subsequent GAC meeting.
- viii. Dan Koenig stated that this document presents some very real problems for facilities that have three active clubs. Sepulveda has three active clubs and it will be very difficult for multiple clubs to come together regularly to ensure that the clubs remain informed.
- ix. Steve Bloom stated that this point about facility and club size was discussed in some detail. This Committee agreed to a shift from a philosophy that the GAC be made up of club representatives to a proposition that the GAC be broader based.
- x. Craig Kessler stated that his opinion is that the status quo will not hold and in order to move forward a Bylaws change requires the approval of the Department of Recreation and Parks. The Bylaws could remain unchanged, but he stated that his opinion is that this Committee could quickly become irrelevant. He hopes that the Committee will approve the document, post it, and present it at a Special Meeting for final approval.
- xi. Steven Yablok shared that he had a couple of issues with the latest version including the increased number of members selected by the Golf Division. He explained that he came to the meeting assuming that he would oppose, but after listening to the discussion he will support the changes and the new version of the document.

- xii. Rosemary Menard stated that club representation of a member from each facility was a compromise as initially there was no guarantee that each facility would be represented. What is included in the Bylaws document is the result of compromise and the consideration of various ideas about committee structure.
- xiii. Larry Cloud stated when we started this process a couple years ago we recognized that we needed to update membership to find voices that are not currently being represented. We considered many different concepts, but we needed to find a way to satisfy GAC members and Staff. We will vote today, then if it is approved, we give the public opportunity for comment prior to the final reading.
- xiv. **Steve Bloom seconded the subcommittee motion to approve the Bylaws document. The Subcommittee's recommendation was approved with Larry Cloud and Dan Koenig opposed, and Angela Stewart abstaining.**
- xv. Chair Betty Brix explained that this document will be made available for public comment and will be considered for a final vote at a future meeting.

#### 5. UNFINISHED BUSINESS

- GAC Authorization Letters
  - i. Chair Betty Brix requested that members submit the authorization letters from their clubs.

#### 6. NEW BUSINESS

- GAC Annual Report FY 2019-2020
  - i. Larry Cloud will distribute a draft report and there will be time for members to make recommendations including additions/subtractions. He also stated that Staff asked that the GAC Annual Report be submitted to the RAP Board when the Golf Division presents its Annual Report.

#### 7. FUTURE AGENDA

- No future agenda items at this time.

#### 8. ANNOUNCEMENTS

- Golf Manager Laura Bauernfeind stated that she will be retiring and as this could be her last GAC meeting she thanked the members for their contributions to the golf system.
- Chair Betty Brix shared that the GAC members are clapping through the virtual format.
- Larry Cloud shared that he appreciates Laura Bauernfeind's passion and effort and he **moved that when we adjourn the meeting we do so in honor of Laura and her work with the Department, Marcy Valley seconded and all agreed.**
- Chair Betty Brix shared that the next GAC meeting will be held on October 19 and the year's final meeting will be held on November 15.
- There will be an informational Bylaws Subcommittee on October 5 for final comments and questions.
- The meeting was adjourned with a special thanks to Laura Bauernfeind for her contributions to the golf system.