



PARKS AND RECREATION DEPARTMENT
Civic Center • 500 East Third Street • Loveland, Colorado 80537
(970) 962-2727 • FAX (970) 962-2903 • TDD (970) 962-2620
www.cityofloveland.org

LOVELAND GOLF ADVISORY BOARD

Wednesday, April 24, 2013 – 5:15 p.m.

**☞ Mariana Butte Maintenance Building ☞
499 Rossum Drive, Loveland**

► At 4:45 p.m. – An informal tour of the maintenance facility will be offered. Board members will have the opportunity to see the various types of equipment used to maintain the golf courses.

Notice of Meeting Posted

Call to Order at 5:15 p.m.

Citizen Comments

Approval of 03/27/13 Minutes

Non-Action Items – Information

1. Introduction of Maintenance Staff/2013 Goals	Jordan McCormick
2. Introduction of Clubhouse Staff/2013 Goals	Winston Howe

Discussion/Action Items

3. Budget 2014	Steve Southard
* Preliminary Discussions	

Reports/Correspondence

6. Quarterly Financial Report	Andrea Sheldon
7. Youth Golf Committee Report	Jan Wall
8. Council Liaison Report	Daryle Klassen
9. Golf Manager Report	Steve Southard

Board Member Comments

Next Regular Meeting Date **05/22/2013 – The Olde Course at Loveland – Maintenance Facility**

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**LOVELAND GOLF ADVISORY BOARD
MINUTES
03/27/13
PARKS AND RECREATION CONFERENCE ROOM**

PRESENT: Robert Walkowicz, Jim Corlett, Jerry Weitzel, Julie Nelson, Jon Krizman, Jim Thompson, Noel Mickelson, Jan Wall, Tom O'Gorman
ABSENT: Michael Ford
STAFF: Steve Southard, Andrea Sheldon
COUNCIL: Daryle Klassen
CITIZEN: Jim Johnson

Notice of meeting posted.

Robert Walkowicz called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, March 27, 2013 at 5:15 pm.

Citizen Comments

Jim Johnson, a member of both the men's associations at Mariana Butte and The Olde Course at Loveland, was concerned about the Early Birds (pre-reserved tee times, for members of the Men's Association only, at The Olde Course on weekend mornings that normal men's club events are not held). Mr. Johnson had heard a rumor that the City may be contemplating changing policies towards this group of individuals. Steve Southard said that all policies were reviewed on a yearly basis as a normal process and that no immediate move to change any policy toward this group had been suggested.

Minutes

The minutes for the 02/27/13 were approved as submitted.

DISCUSSION/ACTION ITEMS

2014 Budget Process

2014 Anticipated expenses were reviewed. Board members were asked for input on project priority for items at all 3 golf courses. A brief discussion was held regarding revenue levels needed to meet current and future expenses. A 10-year plan will be distributed prior to the next meeting.

Update New Tees at OCAL

Agenda Item tabled.

NON-ACTION/INFORMATION ITEMS

**Boards and Commission
Summit**

Julie Nelson reviewed the Boards and Commission summit. She found it to be very interesting.

**2013 Drought Response
Water Plan**

Steve reported that the courses are at a level 2 drought response now. (which is not unusual for The Olde Course until the ditch runs) As the season progresses, and if the drought continues,

USGA Slow Play Initiative

different levels will be implemented. The plan is to water greens and fairways as long as possible. Irrigation to property lines and roughs will be the first to be terminated.

Steve reviewed the information on the USGA Slow Play initiative; plans include trying to develop a certification process for both golf courses and golfers. Steve reviewed the information he presented as part of the USGA panel discussions.

Reports/Correspondence**Youth Golf Report**

Jan Wall reported that the committee did not meet last month. However, information on the fund raising “ball drop” has been distributed to the high school teams.

Jan Wall leaves at 7:06 pm

Council Liaison Report

Mayor Pro-Tem Klassen discussed the drought in Loveland. He stated that Loveland should have ample water resources for 2013 but 2014 could present a much different picture. Mayor Pro-Tem Klassen also discussed the business accelerator program that was being discussed for the old Agilent buildings.

None

Golf Operations Manager Report**Board Member Comments**

- Jon Krizman: Men’s Association at Mariana Butte donated \$1000 to youth golf program
- Jim Thompson: Men’s Association at The Olde Course donated \$2500 to the LPGA Girls Golf program at OCAL
- Julie Nelson: Suggest that as much notification/signage as possible, be put in place on the courses regarding drought plans prior to areas turning brown (especially next to houses). Noted that a recent Loveland ad in a travel guide did not have a picture of the golf courses.

There being no further business, the meeting was adjourned at 7:25 p.m.



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AGENDA ITEM: 1

MEETING DATE: 04/24/13

DESCRIPTION: **Introduction of Mariana Butte Maintenance Staff/Goals for 2013**

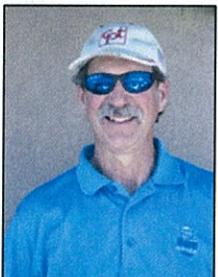
SUMMARY:



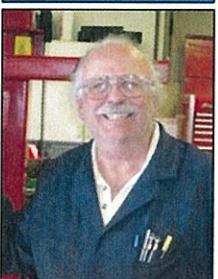
JORDAN MCCORMICK: Jordan was hired to lead Mariana Butte in August of 2010. Jordan is a native of Nebraska but saw the light and became a Coloradoan in 1985. Prior to the Butte, Jordan was the superintendent at the Broadmoor West golf course in Colorado Springs for 6 years. Wife is Danielle; two daughters Haley (12) and Lauren (6). Enjoys the Colorado outdoors: skiing/snowboarding, golfing, & cycling both motor and human powered.

PAUL MASON – Began working for the Mariana Butte golf course in 1994. Paul is a former Florida golf maintenance supervisor.

Musician: plays guitar, sings, & paints; music & art are his hobby and passion.



LARRY RUDEEN – assisted in construction of Cattail Creek golf course & then started at Mariana Butte in 1991. Avid skier and knows all the wildlife on the course; lives in Ft. Collins



ED WARD – joined the team in 2000, former aircraft mechanic
Motorcyclist and active member of Harley owners group; lives in Greeley.

Discussion: Information Only



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AGENDA ITEM: 2

MEETING DATE: 04/24/13

DESCRIPTION: **Introduction of Mariana Butte Pro Shop Staff/Goals for 2013**

SUMMARY:



**Winston Howe, PGA, Class A
Head Golf Professional**

Winston Howe is a 21 year member of the PGA. He has been active in the Colorado golf scene for many years from his days as a top junior golfer in the state to his tenure as General Manager/Head Golf Professional at Eagles Nest Golf Course and Mountain View Golf Course. Winston formed Colorado Golf Management, Inc., in 1993 to lease and operate Eagles Nest. Winston received the Junior Golf Leader Award by the Colorado Section PGA in 2004 and is an active participant in many PGA activities. Winston was hired as the Head Golf Professional at Mariana Butte in 2006.



**Bill Kipp
Assistant Golf Course Professional**

Bill Kipp brings 13 years of experience as a golf professional along with being the former teaching professional at the Estes Park Golf Course and GolfTEC; Director of Instruction at Ken Venturi Golf Academies; and Head Instructor at John Jacobs Golf School. Bill also played 4 years of varsity golf for his Alma matter Kansas University.

Discussion: Information Only



AGENDA ITEM: 3

MEETING DATE: 04/24/13

DESCRIPTION: **Preliminary Budget 2014 Discussions**

SUMMARY:

2014 Expenditures:

• **Capital Improvements and Equipment Budget:**

- **Update:** Information gathered from the March Golf Advisory Board meeting was considered in developing the current Capital Improvement Plan for 2014 and beyond. Highlights for 2014 include:
 - Maintenance equipment purchase/replacement
 - MBGC Dry Creek improvements
 - OCAL Driving range tee improvements
 - OCAL Maintenance Building
 - CCGC Solar Bee replacement

The complete 10 Year CIP is attached to this agenda item and will be discussed in further detail at the meeting.

• **Line Item Maintenance and Operation Budgets**

- Staff has not received official word on a city-wide operational budget increase percentage; internal departmental discussions have revolved around a status quo budget for line items. Staff does not feel that an increase to any maintenance line items, except for those that clearly need a market adjustment will be warranted for 2014. Operation budgets include 3% for PILT

• **Salaries and Benefits:** The suggested percentage of increase (if any) has not been made part of the official budget numbers as of this meeting.

2013 Revenues:

- **2014 Fees:** A fee increase is necessary in 2014 for the golf fund to meet operational needs as well as cash balance objectives to fund future projects and purchases. Staff reviewed different scenarios in arriving at 2014 proposed fee recommendations understanding the current economic environment, while also taking into account, balancing marketing strategies with maintaining a high quality of maintenance and playability of the courses. Staff is proposing that projected revenues from the increase be held to 3%. This compares to a consumer price index increase of $\geq 10\%$ 2010-2013. The remaining 7% will be offset by cuts to operational expenses. A summary of proposed fees will be handed out at meeting.

Discussion: Discussion, recommendations for 2014 budget package

GOLF FUND

PROJECTED FUNDS		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	TOTAL	
Total Cash in Fund		1,754,380	2,250,665	2,361,795	2,015,856	2,214,331	1,936,993	2,211,401	2,606,685	2,810,014	2,956,702	3,212,560	3,236,008		
Required Reserve		1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000		
Beginning Available Cash Balance		554,380	1,050,665	1,161,795	815,856	1,014,331	736,993	1,011,401	1,406,685	1,610,014	1,756,702	2,012,560	36,008		
Revenues															
Operating Revenues		3,500,466	3,338,550	3,438,550	3,455,743	3,473,021	3,598,021	3,616,012	3,616,012	3,741,012	3,741,012	3,741,012	43,000,421		
Interest		24,108	17,750	61,410	62,490	73,070	71,670	95,090	119,910	132,070	141,920	154,200	59,330	1,012,818	
MB Snack Bar		57,750	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	777,750	
Mariana Pro Shop		181,654	176,000	179,520	183,110	186,773	190,508	194,318	198,205	202,169	206,212	206,212	2,06,849		
Total Revenue		3,763,978	3,592,100	3,739,480	3,761,343	3,792,864	3,920,200	3,965,120	3,994,126	4,135,230	4,145,100	4,161,454	47,037,338		
Expenditures															
Operations and Maintenance		2,181,955	2,327,940	2,386,139	2,445,792	2,506,937	2,569,610	2,633,850	2,699,697	2,767,189	2,836,369	2,907,278	31,099,124		
POSTechnology- Put in Operations		6,000	16,500	10,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	140,500		
MB Pro Shop/Clubhouse		438,911	467,180	476,324	486,054	495,775	505,691	515,804	526,121	536,643	547,376	558,323	6,091,045		
MB Clubhouse Equipment Replacement		111,374	107,000	103,157	103,672	104,191	107,941	108,480	108,480	112,230	112,230	112,230	105,000		
PLT-T.3%													1,303,416		
Capital Outlay															
Mariana Butte:															
- MB Equipment Replacement		129,411	217,150	192,500	191,100	134,800	137,900	106,000	130,000	112,000	115,000	115,000	115,000	1,695,861	
- MB Course Renovations				25,000	24,000									49,000	
- MB Other Asset Replacement														190,000	
Old Course															
- OC Eqty Replacement		208,362	245,200	203,300	148,450	123,500	112,550	99,500	129,500	123,500	105,000	105,000	105,000	1,708,862	
- OC Renovations		155,380		30,000	564,300		21,700	40,000						247,080	
- OC Maintenance Building														564,300	
- OC Other Asset Replacement														225,000	
- OC Clubhouse														2,488,000	
Cattail & Mini Course:															
- CC Other Asset Replacement														200,000	
Water/ Acquisition														250,000	
Carts/Rage Equip															
Total Expenditures		36,100	3,267,693	3,480,970	4,085,419	3,562,868	4,070,203	3,645,791	3,570,135	3,790,798	3,988,242	4,137,975	3,889,242	989,300	
Net Change in Working Cash Bal		496,385	111,130	(345,339)	198,475	(277,338)	274,408	395,285	203,329	146,688	255,858	(1,976,551)	3,856,832	47,346,488	
Ending Working Cash Balance		2,250,665	2,361,795	2,015,856	2,214,331	1,936,993	2,211,401	2,806,685	2,810,014	2,956,702	3,212,560	3,236,008	1,445,730		

- Calculations include lump sum fee increase in 2014 of \$100,000, 2017 of \$125,000, and 2020 of \$125,000

- Target fee increases of 5% in 2015, 2016, and 2018

- Designated/Required Reserve (\$1.2M) includes 3 months operations (\$1M) Easements (\$83K) and Buckingham Reservoir (\$161K)

- Interest Rates for Funds Based on 1.2% in 2013, 1.9% in 2014, 2.6% in 2015, 3.1% in 2016, 3.3% in 2017, 3.7% in 2018, 4.3% in 2019, 4.6% in 2020, 4.8% in 2021, 4.7% in 2022, and 2023.

- Summary of other asset replacement and course renovations

- MB - (2014) Dry Creek improvements, (2015) Move putting green, (2017) Walkway construction from parking lot, (2019) Irrigation control system

- OC - (2014) Driving range tee, (2017) New putting green, (2018) Bunker renovation, (2019) Replace #12 green, (2020) Irrigation control system

- CC - (2014) Solar Bee replacement for pond, (2015) Irrigation platform, controls, pumps, and motors, (2017) Parking lot paving