



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 23, 2014 – 5:15 p.m.
☛ Mariana Butte Maintenance Building ☛
499 Rossum Drive, Loveland

► **Meet at the maintenance building at 4:30 p.m. – A tour of holes 15, 16 and 17 will be given.**

Notice of Meeting Posted

Call to Order at 5:15 p.m. (immediately after tour of holes)

Citizen Comments

Approval of 02/26/14 Minutes

Non-Action Items – Information

- | | | |
|----|--|------------------|
| 1. | Introduction of Maintenance Staff/2014 Goals | Jordan McCormick |
| 2. | Introduction of Clubhouse Staff/2014 Goals | Winston Howe |

Discussion/Action Items

- | | | |
|----|---|----------------|
| 3. | Parks and Recreation Draft Master Plan Review | Steve Southard |
| 4. | Budget 2015 | Steve Southard |
| | *Preliminary Discussions | |
| 5. | Growing Golf Participation in Loveland | Steve Southard |
| | *Verbal at Meeting | |

Reports/Correspondence

- | | | |
|----|----------------------------|----------------|
| 6. | Quarterly Financial Report | Andrea Sheldon |
| 7. | Council Liaison Report | Troy Krenning |
| 8. | Golf Manager Report | Steve Southard |

Board Member Comments

Next Regular Meeting Date
Facility

05/28/2014– The Olde Course at Loveland – Maintenance

The City of Loveland is committed to providing an equal opportunity for citizens and does not discriminate on the basis of disability, race, age, color, national origin, religion, sexual orientation or gender. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act. For more information, please contact the City's ADA Coordinator at bettie.greenberg@cityofloveland.org or 970-962-3319.

LOVELAND GOLF ADVISORY BOARD
MINUTES
02/26/14
PARKS AND RECREATION CONFERENCE ROOM

PRESENT: Robert Walkowicz, Jim Corlett, Jerry Weitzel, Jim Whitenight, Hope Chrisman,
Tom O’Gorman, Jan Wall, Joe Lopo
ABSENT: Julie Nelson, Charlie Dyer
STAFF: Steve Southard, Andrea Sheldon,
COUNCIL: Not in attendance

Notice of meeting posted.

Robert Walkowicz called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, February 26, 2014 at 5:15 pm.

Minutes Hope Chrisman clarified her statement of “*recommends picking range at night at MBGC*” was referring to removing the balls from the driving range at the end of the day.” With clarification noted, the minutes were unanimously approved.

**Citizen
Comments** None

NON-ACTION/INFORMATIONAL ITEMS

**2013 Year End
Financial
Review** Steve Southard distributed a handout reflecting the 2013 Unaudited Year End Summary for the golf courses. The 2013 flood did impact revenues and expenditures; however, 2013 revenues earned covered both maintenance and operations and capital for all 3 courses.

**Flood Recovery
Update** Steve reviewed the progress at Mariana Butte: recovery is in high gear - need to repair sand traps on 16, form and pour new cart paths, sodding large areas along with seeding others; dredge lake on 16 to remove sediment and silt. Steve also stated that 16 will open, temporarily, as a par 3 Steve indicated that the recovery process is ahead of schedule.

**Family/New
Golfer Initiative** Staff has been working on plans for continuing the initiative to attract families and new golfers to our facilities. Steve shared that the national trend reflects a decrease in overall golfer numbers even though, nationwide, the population is increasing. Staff is taking a look at how people are introduced to the game of golf or learned how to golf. Steve queried the Board on those questions. Staff hopes to design opportunities and or programs that take advantage of the way new golfers learn to play. E.g. for

self-taught golfers – promoting the Mini-Course’s self-teaching stations. Steve asked the Board to ask their friends, family, golf partners, etc. how they learned or were introduced to the game of golf. Further discussions will be held on this topic throughout the year.

Ad Hoc	Andrea Sheldon reviewed the information in the packet supplied by Julie
Meetings Report	Nelson regarding the Priority Based Budgeting meeting. Hope Chrisman reported to the Board on the Parks and Recreation Master Plan meeting that she attended.
Council Liaison Report	None.
Golf Operations Manager Report	None.
Board Member Comments	None

There being no further business, the meeting was adjourned at 7:00 p.m.



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AGENDA ITEM: 1

MEETING DATE: 04/23/14

DESCRIPTION: Introduction of Mariana Butte Maintenance Staff/Goals for 2014

SUMMARY:

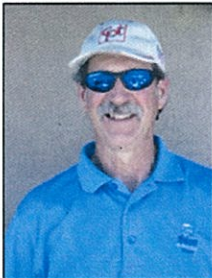


JORDAN MCCORMICK: Jordan was hired to lead Mariana Butte in August of 2010. Jordan is a native of Nebraska but saw the light and became a Coloradoan in 1985. Prior to the Butte, Jordan was the superintendent at the Broadmoor West golf course in Colorado Springs for 6 years. Wife is Danielle; two daughters 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



AGENDA ITEM: 2

MEETING DATE: 04/23/14

DESCRIPTION: Introduction of Mariana Butte Pro Shop Staff/Goals for 2014

SUMMARY:



Winston Howe, PGA, Class A

Head Golf Professional

Winston Howe is a 22 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



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AGENDA ITEM: 3

MEETING DATE: 04/23/14

DESCRIPTION: Parks and Recreation DRAFT Master Plan Review

SUMMARY:

Parks and Recreation department staff has finalized Phase 2 of the Master Plan and are now moving through Phase 3 of the Master Plan process. MIG (Consultants) and Department staff have completed a draft plan, which was mailed to all Board members for review prior to the meeting. The draft plan provides the necessary background on all phases of the process and documents the basis for recommendations which will be the focus of the Board's discussion.

The Draft Master Plan information will then be presented at a public open house on April 29th at the Chilson Recreation Center. Feedback from Boards and Commissions and the public will be reflected in our presentation to the City Council at their May 13th Study Session and then the plan will be presented to the Planning Commission in early June as a component of the City's Comprehensive Plan. We are scheduled to get final City Council approval in July.

Discussion: Discussion and Approval of Master Plan Draft Document



AGENDA ITEM: 4

MEETING DATE: 04/23/14

DESCRIPTION: Preliminary Budget 2015 Discussions

SUMMARY:

2015 Expenditures:

- **Capital Improvements and Equipment Budget:**
 - Capital Improvement Plan for 2015 and beyond. Highlights for 2015 include:
 - Maintenance equipment purchase/replacement
 - Possible Water Purchase for Mariana Butte
 - Relocation of putting green at Mariana Butte

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 2015. Operation budgets include 3% for PILT and general fund transfers
- **Salaries and Benefits:** The suggested percentage of increase (if any) has not been made part of the official budget numbers as of this meeting.

2015 Revenues:

- **2015 Fees:** A fee increase is not necessary in 2015 for the golf fund to meet short term operational needs as well as current cash balance objectives to fund future projects and purchases.

Discussion: Discussion, recommendations for 2015 budget package

GOLF FUND

	Actual		Budgeted										TOTAL
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	
PROJECTED FUNDS													
Total Cash in Fund	2,280,076	2,300,176	2,200,436	2,107,197	1,881,772	1,778,498	1,948,789	2,227,386	2,630,165	2,983,151	2,991,029	3,011,503	
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	1,080,076	1,100,176	1,000,436	907,197	681,772	578,498	748,789	1,027,386	1,430,165	1,783,151	1,791,029	1,811,503	
Revenues													
Operating Revenues	3,139,483	3,437,490	3,405,790	3,422,819	3,547,819	3,565,458	3,583,386	3,708,386	3,736,928	3,745,562	3,764,290	3,783,112	42,830,623
MB ProShop and Snack Bar	199,615	236,000	247,500	248,738	249,981	251,231	252,487	253,750	255,018	256,294	257,575	258,863	2,967,052
CC ProShop		102,400	102,912	103,427	103,944	104,463	104,986	105,511	106,038	106,568	107,101	107,637	1,154,887
Interest	(16,220)	25,020	44,010	48,470	50,810	53,350	68,210	89,100	118,360	143,290	143,570	144,350	912,520
Flood Reimbursements - Estimate													276,950
Flood Loss Revenue Est													(100,000)
Total Revenue	3,322,878	3,977,860	3,800,212	3,822,453	3,952,554	3,974,603	4,002,069	4,156,746	4,206,344	4,251,714	4,272,536	4,294,161	48,042,131
Expenditures	5,602,954	6,278,036	6,000,648	5,930,650	5,834,326	5,753,101	5,957,857	6,384,333	6,836,510	7,236,866	7,265,566	7,305,664	
Operations and Maintenance	2,248,956	2,314,450	2,382,311	2,441,869	2,502,916	2,565,489	2,629,626	2,695,367	2,762,751	2,831,819	2,902,615	2,975,180	31,253,348
MB ProShop	408,782	480,330	489,937	499,736	509,730	519,925	530,324	540,930	551,749	562,784	574,039	585,520	6,233,785
CC ProShop		187,450	191,199	195,023	198,923	202,902	206,960	211,099	215,321	219,628	224,020	228,501	2,281,026
PILT-3%													
Capital Outlay	96,490	107,000	102,174	102,685	106,435	106,967	107,502	111,252	111,808	112,367	112,929	113,493	1,291,099
Maintenance:													
- MB Clubhouse Equipment Replacement													
- MB Equipment Replacement	160,498	154,110	132,860	373,380	183,130	164,620	204,220	117,980	5,460	14,900	15,000	15,000	166,603
- MB Course Renovations		25,000	24,000						0	222,579	120,000	120,000	1,953,377
- MB Other Asset Replacement										111,170			160,170
- Water					272,470								272,470
- MB Flood													350,000
193,920													193,920
Old Course													
- OC Equip Replacement	194,132	123,110	115,010	413,796	132,030	199,880	25,480	31,490	164,270	170,590	120,150	89,890	1,799,828
- OC Renovations/Asset Reple		30,000			21,700				40,000				91,700
- OC Maintenance Building		595,600											595,600
- OC Clubhouse													2,488,800
Capital & Mini Course:													
- CC Equip Replacement		60,550	96,600	22,390	14,430		11,030	7,390					279,010
- CC Other Asset Replacement													85,500
Total Expenditures	3,302,778	4,077,600	3,893,451	4,048,878	4,055,827	3,804,312	3,730,271	3,754,167	3,851,358	4,245,836	4,252,063	4,299,694	49,516,237
Net Change in Working Cash Bal	20,100	(99,740)	(93,239)	(225,425)	(103,273)	170,290	278,798	402,579	354,986	5,878	20,473	(2,205,533)	
Ending Working Cash Balance	2,300,176	2,200,436	2,107,197	1,881,772	1,778,498	1,948,789	2,227,586	2,630,165	2,983,151	2,991,029	3,011,503	3,011,503	

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

- Targeted 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 1.9% in 2014, 2.3% in 2015, 2.3% in 2016, 2.7% in 2017, 3% in 2018, 3.5% in 2019, 4% in 2020, 4.5% in 2021, 4.8% in 2022, 4.8% in 2023 and 4.8% in 2024

- Summary of other asset replacement and course renovations

MB - (2014) Dry Creek improvements \$25K, (2015) Move putting green \$24K, (2017) Walkway construction from parking lot \$50K & Parking Lot Chip Seal \$222,470, (2022) and Sand Bunkers \$111,170

OC - (2014) Driving range tee \$30K, (2017) New putting green \$21,700, (2021) Bunker renovation \$40K and (2022 & 2023) Clubhouse \$2,488,800

CC - includes (2014) Solar Bce replacement for pond \$35,000, (2015, 2019 2023) Irrigation \$92,700/\$16,540/\$53,310 and (2017) Putting for paving \$85,000