



LOVELAND GOLF ADVISORY BOARD

Wednesday, April 22, 2015 – 5:15 p.m.

☞ Mariana Butte CLUBHOUSE Building – Lower Level Cart Barn Room ☞
701 N. Clubhouse Drive, Loveland

► Meet at the Clubhouse at 4:30 p.m. For a participatory tour of Games on the Range.

Notice of Meeting Posted

Call to Order at 5:15 p.m. (immediately after tour of Games on the Range)

Citizen Comments

Approval of 03/25/15 Minutes

Non-Action Items – Information

1. Introduction of Maintenance Staff/2015 Goals	Jordan McCormick
2. Introduction of Clubhouse Staff/2015 Goals	Winston Howe

Discussion/Action Items

3. Budget 2016	Steve Southard
*Preliminary Discussions	
5. Golf Course Maintenance Standards	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 **05/27/2015 – The Olde Course at Loveland – Maintenance Facility**

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LOVELAND GOLF ADVISORY BOARD
MINUTES
03/25/15
PARKS AND RECREATION CONFERENCE ROOM

PRESENT: Robert Walkowicz, Joe Lopo, Jim Whitenight Jerry Weitzel, Julie Nelson, Hope Chrisman, Charlie Dyer, Chuck Weirauch
ABSENT: Tom O'Gorman, Jan Wall
STAFF: Steve Southard, Andrea Sheldon, Jim Dargis, Elizabeth Anderson
COUNCIL: Absent

Notice of meeting posted.

Robert Walkowicz called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, March 25, 2015 at 5:15 pm.

Minutes The minutes for the 02/25/15 were approved as submitted.

Citizen Comments None

NON-ACTION/INFORMATIONAL ITEMS

Introduction of Parks and Recreation Director	Robert Walkowicz introduced Elizabeth Anderson as the new Parks and Recreation Director. Elizabeth most recently served as the Operations Manager for the Sacramento, CA Parks and Recreation Department. Previously, she was Parks and Recreation Director and Community Enrichment Services Director for the City of Flagstaff, AZ, from 2005 to 2013. Elizabeth has been very impressed with Golf operations in Loveland and the innovation involved with recent projects such as The Mini-Course at Cattail Creek.
Youth Golf Programs	Jim Dargis previewed the youth golf programs slated for this summer including: <ul style="list-style-type: none">• Intro to Golf lessons on the Mini-Course• LPGA-USGA Girls Golf at The Olde Course at Loveland• Beginning, Intermediate and Advanced summer-long programming at Cattail Creek and The Olde Course• Competitive Golf level programming at Mariana Butte Instruction is a primary goal of the programs along with partnering with parents to encourage families golfing together.
Driving Range Projects	Steve Southard updated the progress on the driving range projects including the new driving range structure at Cattail Creek.
Budget Process 2016	Steve reviewed the preliminary 10 year Capital Improvement Plan (CIP) and maintenance and operation (M&O) line items. For 2016, CIP expenses are predominately for the replacement of the golf cart fleet.
M&O, Capital Expenses	M&O expenses should stay the same with possible slight adjustments for

salary and benefits if so directed by the Budget Department or Human Resources.

Council Liaison

Report

Golf Operations

Manager Report

Board Member

Comments

No report

No report

- Julie Nelson: Is there a group-rate for the Mini-Course? Steve – yes \$5/player
- Robert Walkowicz: Receives many positive comments about Cattail Creek and about the welcoming feeling there. Wondering if changing the name of “The Olde Course,” at Loveland would promote more welcoming feeling there.

There being no further business, the meeting was adjourned at 6:50 p.m.



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

AGENDA ITEM: 1

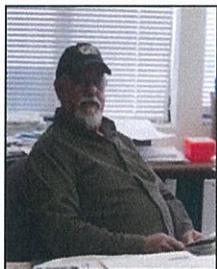
MEETING DATE: 04/22/15

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

SUMMARY:

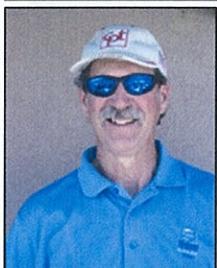


JORDAN MCCORMICK: Jordan was hired to lead Mariana Butte in August of 2010. Jordan is a native of Nebraska but saw the light and became a Coloradoan in 1985. Prior to the Butte, Jordan was the superintendent at the Broadmoor West golf course in Colorado Springs for 6 years. Wife is Danielle; two daughters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

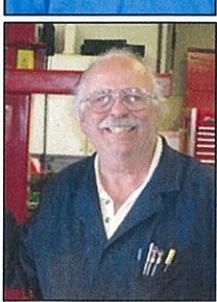


PAUL MASON – Began working for the Mariana Butte golf course in 1994. Paul is a former Florida golf maintenance supervisor.

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
Motocyclist and active member of Harley owners group; lives in Greeley.

Discussion: Information Only



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AGENDA ITEM: 2

MEETING DATE: 04/22/15

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.



Kevin Cohrs, PGA, Class A

Assistant Golf Course Professional

Kevin Cohrs joined the Mariana Butte pro shop team in 2014. Kevin Cohrs is a Class A PGA member, with 5 years of teaching experience and over 10 years in the golf industry including his most recent tenure at Todd Creek Golf Club in Thornton, CO. Kevin graduated from Colorado State University in 2008 with a bachelor's degree in Technical Journalism with an emphasis in Public Relations. His favorite courses to play, in Colorado, are The Club at Cordillera - Mountain Course, Coal Creek Golf Course, and of course Mariana Butte Golf Course.

Discussion: Information Only



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AGENDA ITEM:

3

MEETING DATE:

04/22/15

DESCRIPTION:

Preliminary Budget 2016 Discussions

SUMMARY:

2016 Expenditures:

- **Capital Improvements and Equipment Budget:**

- Capital Improvement Plan for 2016 and beyond. Highlights for 2016 include:
 - Maintenance equipment purchase/replacement including replacement of golf cart rental fleet

- **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 possible budget impacts due to the recent Food and Consumption Sales Tax decrease. 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 2016. 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. However, discussions are ongoing regarding the Affordable Care Act in regards to mandatory insurance benefits; benefit line items may need to increase if certain part-time/part-year positions are determined to be insurance-benefit eligible.

2016 Revenues:

- **Preliminary Discussion 2016 Fees:** Review of 2015 fees for any changes necessary; revenues from fees ensure golf fund meets short term operational needs as well as current cash balance objectives to fund future projects and purchases.

Discussion:

Discussion, recommendations for 2016 budget package

2015 Golf Fees

Category	Fee Description	Cattail Creek	The Olde Course	Mariana Butte
Green Fees * Twilight rates Exclude Holidays	9 hole green fee; any day & time	\$11.00	\$18.00	\$22.00
	18 hole green fee; any day & time	Add on 8.00	33.00	43.00
	Senior (62+) and Junior (18 -) (Mon – Fri Only)	8.00		
	Senior and Junior add on (2 nd nine)	6.00		
	*Twilight, after 3:00 p.m. any day or prior to 6:20 am Mon-Fri (Cattail Creek after 6 p.m. any day or prior to 6:20 a.m. Mon-Fri) *	7.00	13.50(9 holes) 27.00(18 holes)	17.50(9 holes) 35.00 (18 holes)
	Mini Course Round SNAG/Putt Adult –	(Inc. rental)7.00		
	Mini Course Round SNAG 4yrs – 12 yrs (3 & under –free)	(Inc. rental)6.00		
	Fall/Spring (11/1–11/30 & 3/1–3/31) 9 Holes any day/time	8.00	13.00	17.00
	Fall/Spring (11/1–11/30 & 3/1–3/31) 18 Holes any day/time		26.00	34.00
	Winter Rate (12/1–2/28) 9 hole green fee; any day/time	7.00	12.00	16.00
Punch Passes (PP)	Winter Rate (12/1–2/28)18 hole green fee; any day/time		22.00	28.00
	Youth Special (Designated Youth Days and Times Only)	7.00		
	20/9 or 10/18 Golf Punch Pass		280.50	365.50
	CC Punch Pass/10 rounds	93.50		
	CC MINI Course Punch Pass/10 rounds	42.50		
Carts	Youth Play Day PP/10 rds (Designated Youth Days Only)	56.00		
	Senior/Junior Punch Pass/10 rounds (Mon-Fri Only)	68.00		
	Private Cart Permits (80 only @ OC; 50 only @ MB)		300.00	750.00
	Private Cart per use - 9 hole, without permit		10.00	
	Private Cart per use - 18 hole, without permit		15.00	
	Rental Cart: 9 hole **PER RIDER FEE**		11.00	
	Rental Cart: 18 hole **PER RIDER FEE**		16.00	
	Rental Cart: 9 hole 2 riders CC only	10.00		
	Rental Cart: 9 hole single rider CC only	8.00		
Driving Range Any course	Rental Cart: 9 hole cart 2 riders add on CC only	8.00		
	OC ONLY Cart PP M-Fri noon SINGLE RIDER		S. Rider 120.00	
	Cart Punch Pass Full Week – SINGLE RIDER	80 (CC Only)	S. Rider 136.00	S. Rider 136.00
Tournaments	Small		4.00	
	Large		8.00	
	Jumbo		12.00	
	Large basket punch pass*		68.00	
	Prime time Sat – Sun shot gun Other time Mon – Friday shot gun	2.00	10.00 5.00	
Pre-Reserve	Pre-reserve an individual tee time more than 8 days out	2.00	5.00	
Seasonal Passes SP's available to Loveland/Berthoud residents only	3 course Full Week Individual*		835.00	
	3 course Full Week Youth*		300.00	
	3 course Mon-Fri noon Individual* (not valid on city holidays)		660.00	
	OC/CC Full Week Individual**	575.00		
	OC/CC Full Week Youth**	225.00		
Seasonal Passes not valid for tournament play at MB	OC/CC Mon-Fri Noon Individual** (not valid on city holidays)	410.00		
	OC/CC Only Mon-Thurs Individual** (not valid on city holidays)	275.00		
	OC/CC Only M-Th (after 1 p.m.) (not valid on city holidays)	150.00		
Seasonal Pass User Fees	Seasonal Pass User Fee for each 9 holes		3.50	

** Depending on the season, 9-hole tee times are limited to specific hours. Call for details.

Financial Update

Date: 1st Quarter 2015

		1st Q		
	2014 Actuals	Projected 2015	Actual 2015	+/- Proj/Act
Revenues				
Olde Course	\$ 82,355.90	\$ 94,342.53	\$ 123,227.45	\$ 28,884.92
Cattail Creek	\$ 24,316.35	\$ 25,760.09	\$ 42,736.99	\$ 16,976.90
Mariana Butte	\$ 56,734.45	\$ 65,036.41	\$ 154,696.65	\$ 89,660.24
Annual Pass	\$ 220,154.40	\$ 237,082.00	\$ 232,510.00	\$ (4,572.00)
Total	\$ 383,561.10	\$ 422,221.03	\$ 553,171.09	\$ 130,950.06
Expenses				
Admin	\$ 119,053.31	\$ 142,766.97	\$ 147,306.56	\$ 4,539.59
OCAL/CCGC Maint	\$ 91,894.23	\$ 115,768.00	\$ 123,921.00	\$ 8,153.00
MBGC Maint	\$ 176,809.73	\$ 126,951.94	\$ 136,285.68	\$ 9,333.74
CCGC Clubhouse	\$ 35,080.43	\$ 32,092.53	\$ 32,399.41	\$ 306.88
OCAL Clubhouse	\$ 17,582.11	\$ 25,021.68	\$ 19,032.91	\$ (5,988.77)
MBGC Clubhouse	\$ 52,521.33	\$ 66,313.79	\$ 72,304.63	\$ 5,990.84
Play/Tee Managers	\$ -	\$ 807.00	\$ 810.20	\$ 3.20
Total	\$ 492,941.14	\$ 509,721.91	\$ 532,060.39	\$ 22,338.48
Capital Expense OC	\$ -	\$ -	\$ 25,706.24	
Capital Expense MB	\$ -	\$ -		

* CCGC Clubhouse operations absorbed by City 2014