



**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](http://www.cityofloveland.org)

**LOVELAND GOLF ADVISORY BOARD**  
**Wednesday, May 27, 2015 – 5:15 p.m.**

**The Olde Course at Loveland Maintenance Facility**

**2115 W. 29<sup>th</sup> Street, Loveland**  
**(Please note change of location and time of meeting)**

**4:30 pm Interactive Tour of Driving Range Obstacles at Cattail Creek**

Notice of Meeting Posted

**Call to Order at 5:15 p.m.**

**Citizen Comments**

**Approval of 04/22/2015 Minutes**

**Non-Action Items – Information**

- |  |                   |
|--|-------------------|
| 1. Introduction of OCAL Clubhouse Staff/2015 Goals   | Gale & Kim Stiner |
| 2. Introduction of OCAL Maintenance Staff/2015 Goals | Dennis Kling      |

**Discussion/Action Items**

- |   |                |
|---|----------------|
| 3. Budget 2016<br>*Budget Package Summary; handout at meeting | Steve Southard |
| 4. Golf Course Maintenance Standards<br>* Handout at meeting  | Steve Southard |

**Reports/Correspondence**

- |                           |                |
|---------------------------|----------------|
| 5. Council Liaison Report | Troy Krenning  |
| 6. Golf Operations Report | Steve Southard |

**Board Member Comments**

**Next Regular Meeting Date                      06/24/15 – Parks and Recreation Conference Room**

*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](mailto:bettie.greenberg@cityofloveland.org) or 970-962-3319..*

**LOVELAND GOLF ADVISORY BOARD**  
**MINUTES**  
04/22/15  
PARKS AND RECREATION CONFERENCE ROOM

---

**PRESENT:** Robert Walkowicz, Joe Lopo, Jim Whitenight Jerry Weitzel, Julie Nelson, Hope Chrisman, Tom O’Gorman, Charlie Dyer, Chuck Weirauch  
**ABSENT:** Jan Wall  
**STAFF:** Steve Southard, Andrea Sheldon, Jordan McCormick, Winston Howe  
**COUNCIL:** Absent

Notice of meeting posted.

Robert Walkowicz called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, April 22, 2015 at 5:15 pm.

**Minutes** The minutes for the 03/25/15 were approved as submitted.

**Citizen** None

**Comments**

**NON-ACTION/INFORMATIONAL ITEMS**

**2014 Mariana Butte Maintenance Staff** Jordan McCormick reviewed the information in the packet and spoke about the following projects and goals:

- Focusing on finishing lingering flood repair items and on projects that will prevent further damage when flooding reoccurs (e.g. Dry Creek bridges)
- Changing mowing patterns to “pod” tee areas – and letting some areas go native; fundamental change to irrigation methods. Will decrease expenses related to water, herbicides, etc.
- Maintenance to eradicate moss on greens
- Beginning draft plan to rebuild tees on #14; can enlarge tees with interlocking rocks and can level surface of tees.

**2014 Mariana Butte Pro Shop Staff** Golf Professional, Winston Howe reviewed the information in the packet. New staff in the pro shop includes: Asst. Professional Kevin Cohrs, Ed Provot and Colton Bailey. Lanny Cameron returns for the summer and is expanding his responsibilities to include instruction as part of the team at the Cattail Creek golf course. Goals include increasing revenues gained from lessons and merchandise sales and increase revenues from outings held at The Butte (currently up from 2014).

**DISCUSSION/ACTION ITEMS**

**Budget 2016:** Steve Southard reviewed the 10 year Capital Improvement Plan. Daily fees for golfers will remain the same for 2016; Steve does recommend a

<b>Preliminary Discussions</b>	<p>slight increase to the 3 Course Full Week Seasonal Pass working towards making the 5 day and 7 day more proportionately in line with each other. Revenues need to not only cover M&amp;O operations, but also, overall inflation, capital projects and equipment purchase expenditures, plus fund long term asset replacement. The Affordable Health Care Act will impact budget dollars for 2016 and beyond depending upon how the City chooses to hire part time employees. Any employee that works over 30 hours could be benefits eligible for health care. Another item that could affect budgets City-wide is the elimination of the Food and Consumption Tax. Council is discussing phasing out that tax over the next 3 years.</p> <p><i>After discussion, the general consensus was to move forward with the initial budget proposal for a final review at the May meeting.</i></p>
<b>Golf Course Standards</b>	<p>Steve distributed preliminary maintenance standards for all 3 Loveland golf courses and the levels of maintenance expected for peak vs. non-peak seasons. The standards are a starting place for discussions and a way to look at maintenance practices when faced with budget cuts. The standards also help with training. A suggested addition included adding the number of on-course water coolers per season</p> <p>Steve asked the Board to look over the standards for approval at the May meeting.</p> <p><i>No action taken</i></p>
<b>Council Liaison Report</b>	No report
<b>Golf Operations Manager Report</b>	The 5A High School State Golf Championship for Girls will be held at The Olde Course May 18 and May 19. Maintenance staff is working to complete the new cart path on #9 prior to the tournament.
<b>Board Member Comments</b>	<ul style="list-style-type: none"> <li>• Hope Chrisman asked about the proposed development on #10; still in development stages; no formal approval</li> <li>• The May meeting will be at The Olde Course at Loveland maintenance building.</li> </ul>

**There being no further business, the meeting was adjourned at 6:30 p.m.**



**AGENDA ITEM:** 1

**MEETING DATE:** 05/27/15

**DESCRIPTION:** **Introduction of The Olde Course Clubhouse Staff  
& Goals for 2015**

**SUMMARY:**

**Gale Stiner** – Clubhouse Manager. Gale's responsibilities include managing the day-to-day operations of the clubhouse such as ordering merchandise, coordinating group outings and overseeing the food & beverage operation.

**Kim Stiner** – Kim's position at The Olde Course is as LPGA Professional – she attained her Class A status in October of 2005. Kim coordinates and is an active instructor for lessons at The Olde Course and runs the successful Girls LPGA program for The Olde Course.

**Brad Ehrlich** – Brad is starting his 6<sup>th</sup> year as part of the clubhouse staff. Brad currently serves as the head coach for both the girls and boys golf team at Thompson Valley High School

**Kris Moreland** – Kris is a LPGA pro and has also joined the teaching staff.

**Discussion:** Information Only





**AGENDA ITEM:** 2

**MEETING DATE:** 05/27/15

**DESCRIPTION:** **Introduction of The Olde Course at Loveland Maintenance Staff  
& Goals for 2015**



**SUMMARY:**

**Dennis V. Kling** – Golf Course Superintendent – Dennis has over 23 years of full-time employment with the Golf Division and is a CSU graduate of turfgrass/forestry studies.



**Charlie Hicks** – Grounds Technician II. Charlie grew up in Loveland and started with the city in 1997. During his tenure, Charlie has been part of the maintenance operations at both Mariana Butte and The Olde Course and was a large part of constructing the Mini-Course at Cattail Creek.



**Dale Bassett** – Mechanic II. Dale has been a full-time employee of the Golf Division for more than 36 years.



**Katherine E. Miller** – Irrigation Technician. Kathe has been a full-time employee of the Golf Division for 23 years. Recently, Kathe's duties include maintenance of the cart rental fleet at The Olde Course.

**Discussion: Information Only**



## 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](http://www.cityofloveland.org)

**AGENDA ITEM:** 3  
**MEETING DATE:** 05/28/2014  
**DESCRIPTION:** Budget Process 2016; Summary of Process  
**SUMMARY:**

The following is a summary of the budget components that are being proposed as part of the 2016 budget. The figures presented below are based on a line item "status quo" 2016 budget. They are subject to change based on any administrative budgetary requirement implemented for 2016 and may also change based on re-projections of revenue and expense based on current year-to-date information. Please review the information for questions to be addressed at the May meeting.

### 2016- Projected Revenues

Operating Revenues:	3,775,025
Includes; Green Fees, Contract Revenue, Pro Shop Operations	
Interest on Fund Balance	\$ 48,930
<b>Total Projected Revenues</b>	<b>\$3,823,955+</b>

### Revenue Budget Highlights

- 2016 daily fees will remain the same; fee adjustment to 3 Course Full Week Individual Seasonal Pass

### 2016 Projected Expenses

Operations and Maintenance	3,224,536
Includes: M&O at all 3 golf courses, MBGC & CCGC pro shop and clubhouse, PILT, and play and tee managers	
<b>Total Projected Expenditures</b>	<b>(\$3,224,536)</b>

### Expenditure Budget Highlights

- Operational supplies/services budget remains status quo; projected increase to personnel due to insurance requirements
- Final budget direction has not been made regarding changes to salary base, insurance deductibles, etc.

Net Change in Working Cash Balance Before Capital	\$ 599,419 *
---	--------------

*2016 Capital Outlay	(\$793,390)*
----------------------	--------------

### Capital Outlay Highlights\*

- \$793,390 in equipment replacement (Mariana, The Olde Course and Cattail Creek) including new rental cart fleet at both Mariana Butte and The Olde Course
- Capital Items will be purchased only if, and to the extent that, the fund balance allows.

**Discussion:** Discussion of 2016 budget package. A recommendation for approval as proposed, including fees and capital plan, is requested. Recommendation will be part of overall staff budget process prior to consideration by City Council for adoption.