



## 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, October 28, 2015, 5:15 pm**

**Parks and Recreation Conference Room, 500 E. 3<sup>rd</sup> Street, Loveland, CO**

#### AGENDA

##### NOTICE OF MEETING POSTED

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

**Citizen Comments (By Citizens present at meeting)**

**Approval of 09/23/2015 Minutes**

##### Non-Action Items

1. **Project Review: The Olde Course at Loveland Pro Shop Operations** Steve Southard  
\* Presentation at meeting
2. **Independent Contractor/Employee Guidelines** Steve Southard  
\* Presentation at meeting

##### Action/Discussion Items

3. **Golf Instruction Scope of Service; Olde Course/Cattail Creek** Robert Walkowicz  
\* Verbal at meeting
4. **Review of 2015 Policy and Procedures for 2016** Robert Walkowicz  
Agenda Item
5. **Tee Opportunities/Mariana Butte** Steve Southard  
\* Verbal at meeting

##### Reports/Correspondence

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

##### Board Member Comments:

**Next Regular Meeting Date: 01/27/2016**



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## LOVELAND GOLF ADVISORY BOARD

### MINUTES

09/23/2015

Parks and Recreation Conference Room

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

Notice of meeting posted.

Chair Robert Walkowicz called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, September 23, 2015 at 5:15 pm.

**Minutes** The minutes for the 08/26/15 meeting were approved as submitted.

**Citizen Comments** Kristin Moreland in attendance; no comments.

### NON-ACTION/INFORMATION ITEMS

**The Olde Course at Loveland:  
Project Summary, Holes 5 & 9** Steve Southard reviewed the timeline and projects completed in association with the changes made to holes 5 and 9 at The Olde Course at Loveland. Project began in late 2011 with the lowering of the lake on #5; the dirt that came out of the lake was used across the street at Cattail Creek in the construction of the Mini-Course. A new tee was created on #9, the fairways on 5 & 9 were able to be separated, a new small cart path spur was added on 9 and the small, shallow trench/ditch between 5 and 9 was filled in and leveled. Ultimately, due to the improvements, the in-course, out of bounds between 5 and 9 was removed.

**Mariana Butte Golf Course:  
Project Update: 16 Bridge** The bridge on 16 was damaged during the flood of 2013; replacement of the bridge will be accomplished with FEMA funds. The project has been put out for bid and will include Big Thompson River bank stabilization. The project should begin in mid-October.

**Preparation for 2015 Policy and  
Procedures Manual Review for  
2016** Andrea Sheldon distributed copies of the 2015 Policy and Procedure Manual. Board members should review the manual for suggested changes/revisions for 2016.

### DISCUSSION/ACTION

**Operational Changes at The Olde  
Course at Loveland: Food and  
Beverage Concessions** Robert Walkowicz opened the topic and stated that this discussion was the second in a series of 3 regarding operations at The Olde Course at Loveland; the pro shop operations; the scope of food and beverage; and the scope of programming/lessons.

Steve Southard presented the options available that include extending the scope of service to Cattail Creek.

*Board Discussion centered on extending concession scope to Cattail Creek and whether that should include the sale of alcohol. Hope Chrisman moved that the City of Loveland include Cattail Creek in the scope of services for a new Food and Beverage Concessionaire and that the sale of alcohol at Cattail be approved; pending City Liquor License process. Jim Whitenight seconded with unanimous approval.*

Steve Southard asked the Board to begin to think about the scope of instructional services offered for the next meeting.

## **REPORTS/CORRESPONDENCE**

Council Liaison Report                      None

Golf Operations Report                      None

### **Board Member Comments**

Tom O’Gorman: recently played in two day tournament at Mariana Butte; People were complaining because the hole placements didn’t change for the next day.

Hope Chrisman: Suggested maybe adding hole layout to the scorecards

Charlie Dyer: Greens at OCAL have really come back well from the recent aerification

Robert Walkowicz: Have heard some recent comments about the service/food at Wapiti; most have been that both the food and service is declining.

**There being no further business, the meeting was adjourned at 7:15 p.m.**

**Respectfully submitted,  
Andrea Sheldon**





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**AGENDA ITEM:** 4  
**MEETING DATE:** 10/28/2015  
**DESCRIPTION:** Policy and Procedures; 2015 review for changes to 2016  
**SUMMARY:**

The following are the changes to policies recommended by staff for 2016. Board members should be ready to suggest any additional policy changes at the meeting.

### **POLICY CHANGES/REVISIONS in regards to 2016 Policy and Procedure Manual**

2016 Policy Revision:

Remove words Golf Services Contractor throughout

#### **Factual Data**

##### **The Olde Course at Loveland**

2016 Change: Head Golf Professional: Jim Dargis (667-5256)

### **POLICY CHANGES in regards to**

#### **General: Alcohol:**

*2015 Alcohol: Pursuant to the Loveland Municipal Code and all applicable statutes of the State Liquor Code, persons may have alcoholic beverages on the course and in the facilities only if purchased from course/facility concessions. Alcohol not purchased from course/facility concessions is prohibited. All alcohol is prohibited at Cattail Creek.*

#### **2016 Policy Change:**

Pursuant to the Loveland Municipal Code and all applicable statutes of the State Liquor Code, persons may have alcoholic beverages on the course and in the facilities only if purchased from course/facility concessions. Alcohol not purchased from course/facility concessions is prohibited.

### **POLICY CHANGES in regards to**

#### **Fees and Passes: Greens Fees:**

2016 Policy Change #8 Youth Rate: Available at The Olde Course at Loveland anytime Monday – Friday and Saturdays and Sundays after 1:00 p.m.

2016 Policy Change: Green Fees Add: #15. 3-Hole Rate Cattail Creek

#### **Fees and Passes: Cart Fees: 1. Rental Carts**

2016 Policy Change: Add c. 3-Hole Rate (Cattail Creek only)

#### **Fees and Passes: Pro Shop Fees**

*2015 Pro Shop Fees by Independent Contractors*

2016 Policy Change: Add Pro shop fees for The Olde Course at Loveland and the Cattail Creek Golf course as City fees

### **POLICY CHANGES in regards to**

#### **Play: Rules of Play: Reserving Tee Times: Available Tee Times**

*2015: During the summer, the first available tee time are as follows:*

- *The Olde Course*
  - *Monday – Friday 5:46 am*
  - *Saturday – Sunday 5:24 am*



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- *Mariana Butte*
  - *Monday – Friday 5:46 am*
  - *Saturday-Sunday 5:24 am*
- *Cattail Creek* The course is available for play beginning ½ hour before sunrise. The clubhouse and rental cart fleet will open at 6 a.m. or as sunlight allows. The last available tee time is 7:00 p.m. Tee times will depend on available sunlight.

2016 Policy Change: During the summer, the first available tee time are as follows:

- The Olde Course
  - Monday – Friday 6:00 am ...
- Mariana Butte
  - Monday – Friday 6:00 am ...
- Cattail Creek The course is available for play beginning ½ hour before sunrise. The clubhouse and rental cart fleet will open at 6 a.m. or as sunlight allows. Tee times will depend on available sunlight.

### **POLICY CHANGES in regards to**

#### **Golf Cart Use: Rental Carts:**

##### *2014: Rental Golf Carts*

*The City maintains golf carts at the courses available for rent. Only adults (ages 18 years and above) with valid driver's licenses who complete the Golf Cart Rules and Rental Agreement in its entirety are eligible to rent City-owned golf carts. (See Appendix D for form) Generally, no more than 2 people are allowed per golf cart. An exception to this rule is made for youth spectators who ride with an adult. Golf carts are charged at single (one individual) and full rates (two individuals). Youth spectators ride free and do not count toward golf cart occupancy.*

2016 Policy Change: ... Youth spectators ride free and do not count toward golf cart occupancy. Adult spectators, not playing golf, will be charged ½ normal cart fee.

### **POLICY CHANGES in regards to**

#### **Twilight & 3-Hole Round Golf**

*2015: 3 Hole-Round: The 3-Hole Round rate offers a discount from the normal daily fee and is designed to allow 3 holes of play. The 3-Hole Round Rate is available anytime Monday – Friday and Saturday and Sundays after 1:00 pm*

2016 Policy Change: The 3-Hole Round rate offers a discount from the normal 9-hole daily fee and is designed to allow 3 holes of play. The 3-Hole Round Rate is available anytime Monday – Sunday.

#### **Additional Policies still under review/development**

1. Private carts at Mariana Butte

**Discussion/Action:** Review proposed changes for 2016 Policy and Procedures



HOLE	1	2	3	4	5	6	7	8	9	OUT	10	11	12	13	14	15	16	17	18	IN	TOT	HCP	NET
Black	73.6/137	434	637	368	547	438	206	362	481	172	3645	457	161	435	621	400	196	392	504	413	3579	7224	
Black/Blue	72.8/135	434	601	368	547	402	206	362	456	172	3548	402	161	435	600	400	166	392	504	393	3453	7001	
Blue	71.7/134	396	601	339	509	402	181	335	456	160	3379	402	145	418	600	356	166	374	473	393	3327	6706	
Blue/White	70.4/133	396	560	339	509	370	181	335	425	160	3275	379	145	418	535	356	166	374	473	376	3222	6497	
White	69.0/132	354	560	309	481	370	167	316	425	150	3132	379	140	364	535	347	144	351	440	376	3076	6208	
Men's Handicap	8	4	12	16	2	10	18	6	14			1	11	7	3	17	5	15	13	9			
Sample 1: Color denotes tees for course																							
Par	4	5	4	5	4	3	4	4	3	36	4	3	4	5	4	3	4	5	4	36	72		
Red	71.1/130	321	521	284	435	347	137	286	349	128	2808	312	115	333	492	321	124	303	401	322	2723	5531	
Red/Gold	69.5/126	321	488	284	411	319	137	286	317	128	2691	280	115	290	450	321	124	303	356	252	2491	5182	
Gold	66.7/124	276	488	254	411	319	113	249	317	118	2545	280	101	290	450	295	107	272	356	252	2403	4948	
Women's Handicap	12	2	16	14	4	18	6	8	10			7	13	3	1	15	9	17	11	5			February 2013
Scorer:											Attest:											Date:	

HOLE		1	2	3	4	5	6	7	8	9	OUT		10	11	12	13	14	15	16	17	18	IN	TOT	HCP	NET
BLACK	73.1/145	545	429	195	456	348	375	570	194	452	3564		351	490	558	230	461	182 173	643 632	223	557	3695 3675	7259 7239		
RAM	71.0/135	▼	▼	▲	▼	▲	▼	▲	▼	▼	3320		▲	▼	▲	▼	396 342	▲	▲	▼	▲	3493	6813		
GOLD	69.7/127	492	384	167	407	315	341	525	168	415	3214		305	440	519	190	342	148	555	187 144	521	3207 3164	6421 6378		
BUFFALO	M 68.2/119 L 73.6/141	▲	▼	▲	▼	▲	▼	▼	▲	▼	2959		▲	▼	▲	▼	▼	▲	▲	▼	▲	3027	5986		
WHITE	M 66.7/112 L 72.0/134	435	337	134	363	277	291	468	138	358	2801		265	393	479	150	279	151	492	157	463	2829	5630		
FALCON	69.7/126	▲	▼	▲	▼	▲	▼	▲	▲	▼	2559		▲	▼	▼	▲	▼	▲	▼	▼	▲	2599	5158		
RED	67.5/117	381	269	109	303	205	250	400	119	285	2321		234	350	432	117	256	111	427	105	395	2427	4748		
COPPER	M 57.8/92	263	200	109	183	201	170	210	115	208	1659		215	175	220	65	195	47	275	75	193	1460	3119		
BLUE	L 58.4/91	200	180	70	116	165	140	35	56	157	1119		185	153	175	65	171	39	240	65	145	1238	2357		
PAR		5	4	3	4	4	4	5	3	4	36		4	4	5	3	4	3	5	3	5	36	72		
Sample 2: Arrows denote tees for course																									
MEN'S HDCP		7	11	17	1	15	9	5	13	3			18	2	4	16	10	12	6	14	8				
LADIES' HDCP		7	13	17	1	15	9	3	11	5			16	2	4	14	18	8	10	12	6				
DATE:	SCORER:										ATTEST:										© Golf ScoreCards, Inc. 2/2013 1 800-238-7267				