



**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 25, 2016 – 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)**

Notice of Meeting Posted

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

**Citizen Comments**

**Council Liaison Report**

**Approval of 04/27/2016 Minutes**

**Non-Action Items – Information**

- |  |                |
|--|----------------|
| 1. Introduction of OCAL Maintenance Staff/2016 Goals | Dennis Kling   |
| 2. Olde Course Pro Shop Operations Update            | Steve Southard |

**Discussion/Action Items**

- |   |                |
|---|----------------|
| 3. Budget 2017  | Steve Southard |
| *Budget Package Summary-agenda; addtl. handout at meeting |                |

**Reports/Correspondence**

- |                           |                |
|---------------------------|----------------|
| 4. Financial Report       | Andrea Sheldon |
| 5. Golf Operations Report | Steve Southard |

**Board Member Comments**

**Next Regular Meeting Date                      06/22/16 – Parks and Recreation Conference Room**

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**LOVELAND GOLF ADVISORY BOARD**  
**MINUTES**  
04/27/16  
PARKS AND RECREATION CONFERENCE ROOM

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**PRESENT:** Jan Wall, Robert Walkowicz, Joe Lopo, Julie Nelson, Hope Chrisman, Tom O’Gorman, Charlie Dyer, Chuck Weirauch  
**ABSENT:** Jim Whitenight,  
**STAFF:** Steve Southard, Andrea Sheldon, Jordan McCormick, Winston Howe, Molly Elder  
**COUNCIL:** Absent  
**GUESTS:** Ivan Hanson  
Notice of meeting posted.  
Robert Walkowicz called the regular meeting of the Loveland Golf Advisory Board to order Wednesday, April 27, 2016 at 5:15 pm.

**Minutes** The minutes for the 02/24/16 were approved as submitted.

**Citizen** Mr. Hansen told the Board information about his drone photography  
**Comments** service. He will send a proposal to staff.

**NON-ACTION/INFORMATIONAL ITEMS**

**Jerry Weitzel** Steve Southard shared with the Board that he and Jan Wall were able to attend the funeral services for Board Member Jerry Weitzel. Jerry was a long-time Board member (more than 10 years) and will be greatly missed.

**2016 Mariana** Jordan McCormick reviewed the information in the packet and spoke  
**Butte** about the following projects and goals:

- Maintenance**
- Continued flood recovery work on #16
  - Repair of #15 cart path
  - Continuation of regular winter/spring maintenance. Eg. Tree program
  - Introduced Audubon Certification program
  - Irrigation replacement on #12 tee
- Staff**

**2016 Mariana** Golf Professional, Winston Howe reviewed the information in the packet.  
**Butte Pro Shop** Goals include focusing on lesson revenue, merchandise sales, and to  
**Staff** promote Games on the Range. Staff will also monitor pace of play.

*Andrea Sheldon arrives at 5:53 pm*

**Roadmap to** Steve Southard presented on the topic of “Families on Course,” and how  
**Growth** that matches with the desire to encourage friends and families as an entry way to golf. The focus of the Loveland golf division is to get people to the right facility to begin to learn and to make sure the facility offer high quality options for their way of learning. For example, the Mini-Course

at Cattail Creek, the 3-Hole round at Cattail, Games on the Range at Mariana Butte.

For 2016, one area of emphasis will be to foster families playing together on facilities.

*Winston Howe Leaves at 5:59 pm*

## **DISCUSSION/ACTION ITEMS**

### **Budget 2017: Preliminary Discussions**

Steve Southard reviewed the most recent 10 year Capital Improvement Plan and the major projects on it. 2017 has been marked as a year for fee increases. Staff is hesitant to move in that direction; however continued improvements and long-term maintenance of the courses may be impossible if revenues do not support the expenditures. Steve introduced the concept of prime-time fees over increasing all fees. As a place to start, staff feels prime time would most likely encompass weekend mornings.

Discussion also included the possibility of pursuing requesting relief from the City general fund receiving the 3% PILT from the courses for a number of years. PILT is based on revenues projected and is about \$100,000 per year.

*A lengthy discussion ensued. Topics included, among others, possible Capital improvement items that could be deferred on 10 year plan; the continued and continuous increase of costs to the golf courses (e.g. increase in cost for equipment, supplies, maintenance etc.), and how to afford them; the need to stay competitive with Loveland's golf product in a tight market; and if fee increases target or impact certain players more than others. The general consensus was to move forward with staff creating budget proposals that looked at fee increase scenarios and for staff to pursue the possibility of relief from PILT.*

### **Board Member Comments**

- Charlie Dyer: The Olde Course looks really good
- Chuck Weirauch: Mold on greens at OCAL? Steve – any place where snow sat for a long time and did not melt would be susceptible to snow mold
- Jan Wall: Tree at OCAL in 9 fairway? Steve – more trees to be planted along that line; divides 5 and 9 fairway
- Robert Walkowicz: Trouble getting on at OCAL as a single. Was told completely full until 2:00 p.m.

**There being no further business, the meeting was adjourned at 7:30 p.m.**

**Respectfully submitted,  
Andrea Sheldon**



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**AGENDA ITEM:** 1

**MEETING DATE:** 05/25/2016

**DESCRIPTION:** **Introduction of The Olde Course at Loveland Maintenance Staff  
& Goals for 2016**



**SUMMARY:**

**Dennis V. Kling** – Golf Course Superintendent – Dennis has over 24 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 37 years.



**Katherine E. Miller** – Irrigation Technician. Kathe has been a full-time employee of the Golf Division for 24 years. Kathe's duties include maintain the rental cart fleet at The Olde Course/Cattail Creek.

**Discussion: Information Only**





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**AGENDA ITEM:** 3  
**MEETING DATE:** 05/25/2016  
**DESCRIPTION:** Budget Process 2017; Summary of Process  
**SUMMARY:**

The following is a summary of the budget components that are being proposed as part of the 2017 budget. The figures presented below are based on a line item "status quo" 2017 budget. They are subject to change based on any administrative budgetary requirement implemented for 2017 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.

### 2017- Projected Revenues

Operating Revenues:	4,031,200
Includes; Green Fees, Contract Revenue, Pro Shop Operations	
Interest on Fund Balance	\$50,290
<b>Total Projected Revenues</b>	<b>\$4,081,490</b>

### Revenue Budget Highlights

- 2017 adjustment to daily fees and user fees to incorporate prime time fee structure

### 2017 Projected Expenses

Operations and Maintenance	
Includes: M&O at all 3 golf courses, MBGC & CCGC pro shop and clubhouse, PILT, and play and tee managers	3,440,779
<b>Total Projected Expenditures</b>	<b>(\$3,440,779)</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	<b>\$ 640,711 *</b>
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*2016 Capital Outlay	<b>(\$649,098)*</b>
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### Capital Outlay Highlights\*

- Parking Lot (MBGC), equipment replacement, CCGC clubhouse stabilization, CCGC irrigation repairs
- Capital Items will be purchased only if, and to the extent that, the fund balance allows.

**Discussion:** Discussion of 2017 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.

## 2017 Golf Fees PROPOSED 05/20/2016

Category	Fee Description	Cattail Creek	The Olde Course	Mariana Butte
Green Fees	9 hole green fee	<del>\$12.00</del> <del>\$11.00</del>	\$18.00	\$22.00
* Twilight rates Exclude Holidays	<b>18 Hole Green Fee NON PEAK</b> Any day Oct 1 – Apr 30 Weekdays Monday – Friday May 1 – Sept 30 Sat and Sun after 12:00 noon May 1 – Sept 30	Add on 8.00	<del>34.00</del> <del>33.00</del>	<del>44.00</del> <del>43.00</del>
	<b>18 hole green fee PEAK</b> Saturday and Sunday From Open – Noon May 1 – Sept 30		<del>36.00</del>	<del>46.00</del>
	3 Hole Green Fee any day & time *includes rental clubs/ball for round	<del>5.00</del> <del>4.00</del>		
	Senior (62+) (Mon – Fri Only)	<del>9.00</del> <del>8.00</del>		
	Senior and Junior add on (2 <sup>nd</sup> nine)	6.00		
	Junior (18-) Mon-Fri; Sat/Sun after 1pm	<del>9.00</del> <del>8.00</del>	9.00(9)/ <del>17.00</del> <del>16.50</del> (18)	
	*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) *	<del>8.00</del> <del>7.00</del>	<del>14.00</del> <del>13.50</del> (9 holes) <del>28.00</del> <del>27.00</del> (18 holes)	<del>18.00</del> <del>17.50</del> (9 holes) <del>36.00</del> <del>35.00</del> (18 holes)
	Sunset Twilight Rate: 5:30pm – dark. As many holes as desired		<del>14.00</del> walking <del>22.00</del> with cart	
	Mini Course Round SNAG/Putt Adult –	(Inc. rental)7.00		
	Mini Course Round SNAG 5 yrs – 12 yrs (4 & under –free)	(Inc. rental)6.00		
	Fall/Spring (11/1–11/30 & 3/1–3/31) 9 Holes any day/time	<del>9.00</del> <del>8.00</del>	<del>14.00</del> <del>13.00</del>	<del>18.00</del> <del>17.00</del>
	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	<del>8.00</del> <del>7.00</del>	<del>13.00</del> <del>12.00</del>	16.00
	Winter Rate (12/1 – 2/28) 18 hole green fee; any day/time		22.00	28.00



