

**GRAND JUNCTION CITY COUNCIL
WORKSHOP**

**MONDAY, FEBRUARY 13, 2012, 11:30 A.M.
ADMINISTRATION CONFERENCE ROOM
2ND FLOOR, CITY HALL
250 N. 5TH STREET**

To become the most livable community west of the Rockies by 2025

1. **Tiara Rado Food Service** - Discussion for the contract award of food, beverage and concession services at Tiara Rado Golf Course. [Attach W-1](#)

2. **Golf and Swim Expansion Program** - The Parks & Recreation Department is proposing 3 program ideas in an effort increase participation at the City's golf courses and pools, while also offering incentives for frequent golfers. [Attach W-2](#)

3. **PTO Buyback** - The PTO Buy-Back Program was temporarily suspended in 2010 in an effort to achieve budget reduction targets. [Attach W-3](#)

4. **Other Business**
GOCO Grant for Lincoln Park Redevelopment - A review of the proposed Master Plan changes for Lincoln Park. [Attach W-4](#)



Date: February 6, 2012
 Author: Rob Schoeber
 Title/ Phone Ext: Parks & Recreation Director , X 3881
 Proposed Schedule:
February 13, 2012
 2nd Reading
 (if applicable): _____
 File # (if applicable): _____

Attach W-1
Tiara Rado Food Service

CITY COUNCIL DISCUSSION ITEM

Subject: Contract for Food and Beverage Services at Tiara Rado Golf Course
Action Requested/Recommendation: Discussion of Food and Beverage Services at Tiara Rado Golf Course
Presenter(s) Name & Title: Rob Schoeber, Parks and Recreation Director

Executive Summary:

Discussion for the contract award of food, beverage and concession services at Tiara Rado Golf Course. The previous contract was terminated in late 2011 at the previous contractor's request.

Background, Analysis and Options:

For many years, the City has worked with the private sector to provide food and beverage services to the golfing patrons. In late 2010, a Request for Proposal was issued to solicit food and beverage service providers interested in providing services to Tiara Rado Golf Course and/or Lincoln Park Golf Course. After review of the proposals and an interview/food tasting process, the selected provider was awarded both facilities.

In December 2011, the selected vendor terminated his contract with the City, and left the golf courses without food and beverage service.

In December of 2011, a Letter of Interest was issued by the Purchasing Division to evaluate the levels of private sector interest in either/or both of the facilities. The Purchasing Division received enough positive feedback to then issue a formal solicitation.

A Request for Proposal was issued, advertised in the Daily Sentinel, sent to the individuals that originally responded to the Letter of Interest, as well as the Chamber of

Commerce, the Business Incubator Center, posted on Bidnet (a government bid distribution website), and posted on the City of Grand Junction's website.

One proposal was received for Lincoln Park Golf Course only.

In an effort to provide services at Tiara Rado with no vendor proposing, Staff looked into a Public/Private partnership in which the Golf Fund would provide financial support for the restaurant, and would contract for the professional restaurant management services.

During initial discussions with Lonnie Miller (the proposer for Lincoln Park), he approached staff with his interest to include Tiara Rado together with his proposal for Lincoln Park. He has since entered into a partnership with Jack Sommers who was the former golf professional and ran the food and beverage service at Tiara Rado prior to Pinon Grill.

Board or Committee Recommendation:

N/A

Financial Impact/Budget:

To be determined based on the final contract with the vendors.

Legal issues:

N/A

Other issues:

N/A

Previously presented or discussed:

The Food and Beverage Services for both Tiara Rado and Lincoln Park Golf Courses have been discussed at previous City Council meetings and was last approved by Council in March of 2011.

Attachments:

N/A



Date: February 10, 2012
 Author: Rob Schoeber
 Title/ Phone Ext: Parks & Recreation Director/3881
 Proposed Schedule: February 13, 2012
 File # _____

**Attach W-2
 Golf and Swim Expansion Program**

CITY COUNCIL WORKSHOP ITEM

Subject: Golf and Swim Program Expansion
Action Requested/Recommendation: Approve 3 recreation incentive programs including re-instatement of golf & swim program for City employees, continue Corporate Golf Program and implement Golfer's Loyalty Card.
Presenter(s) Name & Title: Rob Schoeber, Parks & Recreation Director

Executive Summary:

The Parks & Recreation Department is proposing 3 program ideas in an effort increase participation at the City's golf courses and pools, while also offering incentives for frequent golfers.

Background, Analysis and Options:

We have designed this program to appeal to all segments of the community with the emphasis placed on three groups of golfers. They include core golfers (regulars), lapsed golfers and new golfers. An expanded customer base at each course provides several benefits to the City and the community. Additional revenues allow us to fund much needed improvements and provide programs that appeal to all users of the facilities. There are also many health related benefits that extend to those who are frequent golfers. A recent study published in the PGA Magazine states that "those who played golf twice or more each week, or at least 25 times per year, suffered fewer heart attacks and or major organ failure and lived an average of five years longer than those who did not play golf".

1. Golf and Swim Program - City of Grand Junction

In 1983, the City of Grand Junction introduced a benefit program for the City employees which offered golf and swim use at a discounted rate. The intent of the program was to encourage healthy lifestyles while also helping to support the City owned facilities. The program has been modified a number of times throughout the past 28 years. For many years, the program was subsidized through the Human Resources Division as part of the City wellness program. With the recent downturn in the economy, that subsidy has been eliminated, and other models for the program have been implemented. The following table explains the various structures that have been offered:

GOLF PASS TIMELINE <i>(Dates are approximate)</i>	
1983-1990	Free golf to all employees
1990-2007	HR subsidized annual pass for employees on % based upon year of service – Employees paid annual pass rates
2008-2009	HR paid for annual pass – Employees paid annual pass rates
2010	Employees purchased identification card (\$25) and paid discounted pass rates
2011	City offered a corporate rate to the community – Employees could participate as a group to receive discount on annual pass
YEAR	# OF EMPLOYEE GOLF PASSES
2008	156
2009	171
2010	207 (includes golf and swim)
2011	37

SWIM PASS TIMELINE <i>(Dates are approximate)</i>	
2006	Employees who lived within City limits received a higher discount rate than non-resident employees – The pool “pass” rates were based on years of service (25% discount 1-2 years, 50% 2-3 years, 75% 3-4 years, 90% 4+ years)
2007	Employees were offered pool “punch cards” (20 punches) for a discounted rate based on residency – ¾ time and ½ time rates were introduced for part time employees
2008-2009	All full time employees received unlimited punch cards to both aquatics facilities or the Bookcliff Activity Center – ¾ time and ½ time employees received a discounted rate
2010	Each employee purchased a \$25 access card and with this card they received unlimited punch cards to both facilities or the Bookcliff Activity Center
2011	No recreational swim passes were available
YEAR	CITY EMPLOYEE SWIM PARTICIPANTS
2008	188
2009	209
2010	207 (includes swim and golf)
2011	0

The amount of employee participation in this program has diminished significantly over the past two years, and revenues for the golf courses and swimming pool have decreased proportionately. We are proposing an employee pass program whereby employees would purchase an identification card at the Parks & Recreation Office in the amount of \$25. The revenues from these cards would be divided within the Recreation Division dependent upon the activity selected by the employee. Purchasing the card would then allow for a discounted family swim pass (\$15/person/annually) and season ticket rates at the golf courses. The employee would be responsible for paying all of these discounted fees.

Golf and Swim Rates - There are many rates offered at each facility based upon customer ages and days of the week. Some examples include:

	With Season Pass	Without Season Pass
Lincoln Park – Golf	\$8.25 / 9 holes	\$15.00 / 9 holes
Tiara Rado – Golf	\$13.25 / 18 holes	\$33.50 / 18 holes
Orchard Mesa – Swim	Daily admissions range from \$1.00 - \$4.75 per person	

2. Corporate Golf Program

In 2011, the City introduced a group discount program for local businesses throughout the community. The program encourages businesses of various sizes to purchase annual passes as a group. This concept is designed to acknowledge our current golfers and encourage them to reach out to others who may not be regulars at the City courses. Discounts are increased in proportion to the number of employees in the group.

# of Passes	Discounted Rate
20 - 34	\$100 discount
35 - 49	\$149 discount
50 +	\$166 discount
We also offered a coupon booklet for those businesses with fewer than 20 employees. The booklet includes (50) 9 hole rounds for \$700.	

3. Golfers Dozen Loyalty Card

This is an incentive program that will allow all golfers who play our facilities to have a punch card that will reward them for playing at LP and TR. Cards will be punched once for 9 holes and twice for 18 holes and once the card reaches 12 punches it may be redeemed for a 9 hole round or 24 punches for an 18 hole round. We feel this will also help us attract lapsed golfers as well.

Financial Impact/Budget:

Revenues from the golf courses will directly benefit the golf enterprise fund, while swim revenues will be deposited into the General Fund. The total impact is dependent upon the amount of increased usage at each facility. Additional revenues are generated through partner golfers, pro shop sales and food and beverage sales.

Other issues:

The golf staff will also be implementing other programs including partnerships with the men's and ladies clubs; new lesson programs targeted at juniors, women and new golfers; and the use of increased technology for marketing.

Previously presented or discussed:

NA

Attachments:

None.



Date: February 10, 2012
 Author: Claudia Hazelhurst
 Title/ Phone Ext: HR Director,
X1552
 Proposed Schedule: workshop
February 13, 2012
 2nd Reading (if applicable): NA
 File # (if applicable): NA

**Attach W-3
 PTO Buyback**

CITY COUNCIL DISCUSSION ITEM

Subject: Reinstatement of Paid Time Off (PTO) Buy-Back
Action Requested/Recommendation: Reinstating the PTO buy-back would allow a portion of future leave liabilities to be paid at current dollars versus at a potentially higher future rate. In addition it would provide employees a program through which unused leave accruals could be reduced.
Presenters Name & Title: Claudia Hazelhurst, Human Resources Director

Executive Summary:

The PTO Buy-Back Program was temporarily suspended in 2010 in an effort to achieve budget reduction targets.

Background, Analysis and Options:

Paid Time Off

The City moved from a traditional sick leave, vacation and holiday program to a Paid Time Off Program (PTO) in 1992. This change was made for a number of reasons including:

- Only longer term employees had sufficient leave accruals to provide income protection during extended periods of illness or injury
- There was no incentive in place to dissuade employees from calling in sick

The PTO program combined a portion of leave accruals into one bank of general leave to be used for illness, injury, bereavement, holidays, vacation or any other time away from work. Our annual comparison to our market employer group shows that our PTO accruals are competitive with what other employers provide in sick leave, vacation and holiday hours.

PTO Buy-Back

The PTO buy-back policy was implemented when the PTO program was put in place in 1992. On inception, employees could buy-back a maximum of 80 hours per year that was paid at 3:1. Over time, the provision was amended several times, the last occurring in 2008 when the annual buy-back hours were increased to 240 hours at a ratio of 2:1.

By allowing PTO buy-back, future City liability will be reduced. PTO buy-back reduces balances for participating employees by half the number of accrued hours and at today's salary costs.

Following is the recent use of this program prior to it being temporarily suspended in 2010:

- In 2007 48 employees used PTO buy-back for a cost of \$83,256 (3:1 ratio)
- In 2008 43 employees used PTO buy-back for a cost of \$78,853 (2:1 ratio)
- In 2009 60 employees used PTO buy-back for a cost of \$134,066 (2:1 ratio)

If the PTO buy-back policy is reinstated, we should expect higher usage than occurred in 2009. With staffing shortages, more employees have been unable to take PTO than in the past. Furthermore, some non-exempt employees have been earning comp time rather than being paid overtime and have been taking more comp time off for absences rather than their PTO resulting in higher PTO balances.

Given the likelihood of increased utilization, it is recommended that upon reinstating the policy a buy-back limit of 80 hours, paid at 50% value, be imposed the first year. It is further recommended that this limit be reassessed for 2013 to determine whether it should be continued or increased.

How this item relates to the Comprehensive Plan Goals and Policies:

Reinstatement of this program will help the City in achieving the overall Comprehensive Plan Goals; the program, if reinstated, will reduce future City financial liabilities.

Board or Committee Recommendation:

Reinstatement of this particular provision of the City's employee policies has been discussed with the Department Head and AIM Teams with a favorable response.

Financial Impact/Budget:

With the buy-back cap in place, it is estimated that approximately 80 employees will use the program at a cost of \$95,000.

Legal issues:

None.

Other issues:

None.

Previously presented or discussed:

N/A

Attachments:

None.



Date: February 10, 2012
Author: Rob Schoeber
Title/ Phone Ext: Parks &
Recreation Director
Proposed Schedule: February 13,
2012

CITY COUNCIL WORKSHOP ITEM

**Attach W-4
Lincoln Park Redevelopment**

Subject: Lincoln Park Improvements
Action Requested/Recommendation: The approval of a GOCO Grant application will support the improvements being proposed at Lincoln Park
Presenter(s) Name & Title: Rob Schoeber, Parks & Recreation Director

Executive Summary:

A review of the proposed master plan changes for Lincoln Park. These changes are the result of several community meetings as well as comments from the PIAB and PRAB Boards.

Background, Analysis and Options:

Last spring, the Parks & Recreation Department presented the parks inventory plan to the City Council. Through that plan, there were a number of park amenities identified as being 'poor' or 'very poor'. These items are addressed in the capital improvement budgets for 2012 and 2013. The council directed staff to seek additional funding in order to complete additional projects in the park.

During the past year, staff has coordinated a strong public input program by offering 3 community meetings and facilitating 25 individual meetings with local individuals or groups. Through these meetings, we were able to seek public input and prioritize the current needs of the users of the park. Several of the needs identified were outside of the scope of the parks inventory report, and will be included in a GOCO Grant application this spring. The renovation project has been divided into the following three phases:

Phase I – City of Grand Junction funded via CIP program, \$420,000

- Two new restrooms
- Shelter repair
- Tennis court crack fill

Phase II – City of Grand Junction funded via CIP program, \$85,000; GOCO funded \$250,000

- Removal of the Loop Road and its replacement with turf
- Replacement of the existing playground with a universally accessible playground

- Construction of additional concrete trails
- Addition of an arboretum trail
- Improvements of 12th Street entrance for “grand” entrance

Phase III – As funds become available via United States Tennis Association, City of Grand Junction CIP program, private donors, etc.

- Relocation of horseshoe pits and replacement with parking
- Additional play feature by east shelter
- Angle parking along Gunnison Avenue
- Improved crosswalk at 13th and Gunnison Avenue
- Tennis court renovation

Board or Committee Recommendation:

Comments have been received from the Parks Improvement Advisory Board and the Park and Recreation Advisory Board.

Financial Impact/Budget:

Budgeted funds from the 2012 CIP will be used to leverage the GOCO Grant application.

Other issues:

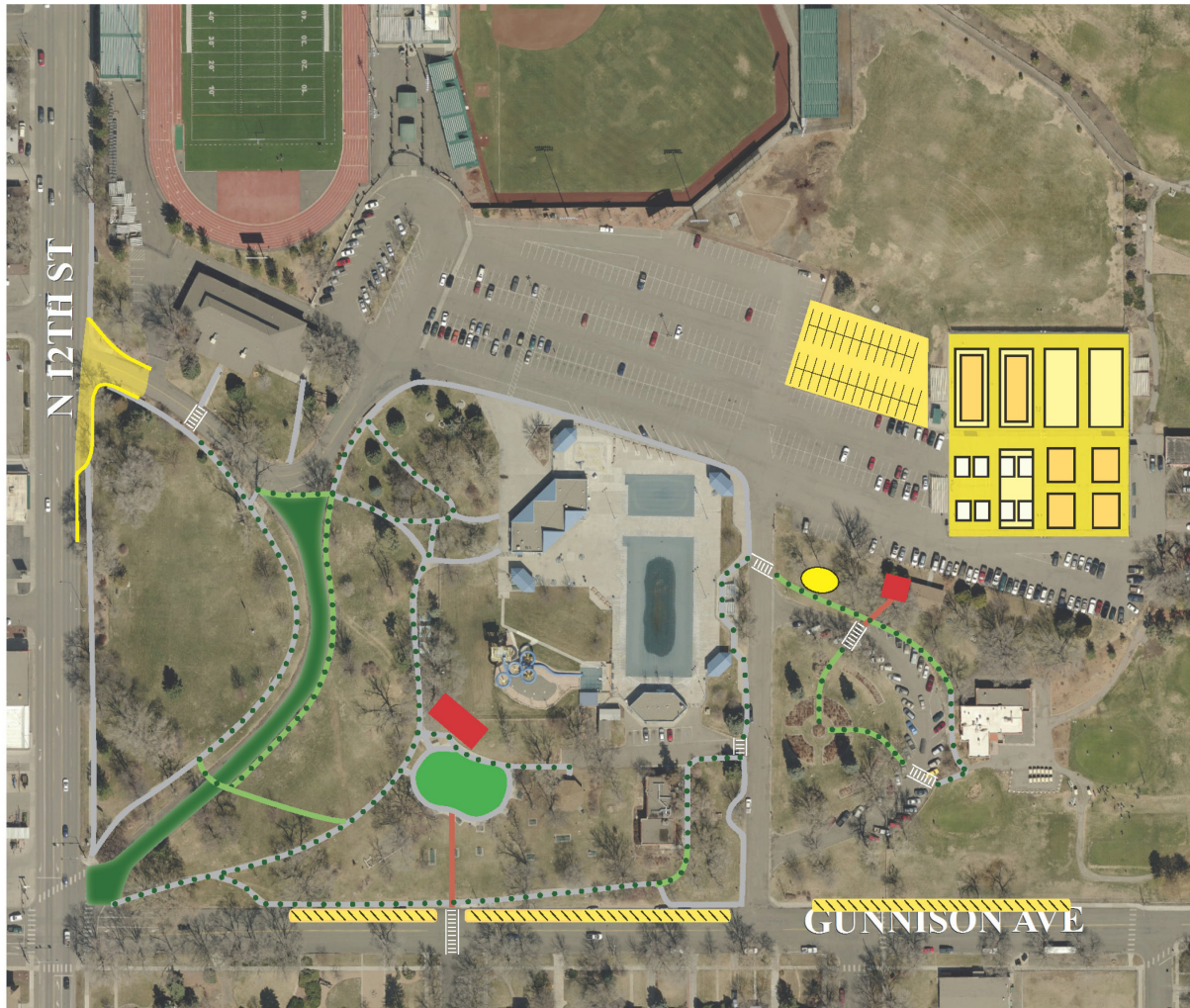
During the past two months, staff has secured 9 local partners for this project who will be providing cash and/or in kind support.

Previously presented or discussed:

This is a follow up to the previously presented Parks Inventory Report.



Attachments:

Lincoln Park Master Plan Map







LINCOLN PARK MASTER PLAN





PHASE 1: City of Grand Junction Funded Spring/Summer 2012

-  New restrooms- relocated for accessibility and safety
-  Concrete path- creating a fully accessible park

PHASE 2: City of Grand Junction/GOCO Funded Summer/Fall 2012

-  Fully accessible playground
-  Concrete path- creating a fully accessible park
-  Arboretum trail
-  Closure of "Loop" Road

PHASE 3: As funds become available

-  Tennis court renovation
-  Additional play features
-  Additional parking
-  Expanded entrance off of 12th Street

