

# Lake Padden Golf Course Administration and Operation

Reference Number PAR 09.00.02

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## Purpose

To provide policy guidelines and operational rules for the administration of Lake Padden Golf Course.

## Scope

All persons utilizing the facilities at Lake Padden Golf Course.

## Definitions

**Adult:** People of the age 19-61

**Junior:** People of the age 12-18

**Senior:** People of the age 62 and older

**Current Pre-Paid Annual Passes:** Full year tickets available only to residents of Whatcom County who acquired a full year ticket in 1991 and have maintained the ticket annually since 1991.

**Club/League:** Affiliated clubs organized at Lake Padden Golf Course to conduct social and competitive golf events for specific interest groups.

## Policy/Conditions

### 1. Bellingham Municipal Code Establishes Regulatory Authority for Lake Padden Golf Course

- Bellingham Municipal code establishes the responsibility for the golf course under the Parks and Recreation Department. The Director of Parks and Recreation is authorized to issue regulations for use of the park.
  - The Director or designee is responsible for the monitoring and compliance of all operational contracts and leases.
  - The Lessee is responsible for adhering to all City Policies pertaining to the golf course

### 2. City Council Approves all Greens Fee Schedules for Lake Padden Golf Course

- The green fees for Lake Padden Golf Course are established by City Council in accordance with Policy PAR 09.00.03, Establish Golf Green Fees.
- The green fees are required to be posted in the Golf Shop.
- Daily green fee categories are as follows:
  - 9 Hole Play Weekday
  - 18 Hole Play Weekday
  - 9 Hole Junior/Senior Weekday
  - 18 Hole Junior/Senior Weekday
  - 18 Hole Weekend
  - 9 Hole Weekend

- Weekend Twilight
- Extra Holes
- Additional Greens fee categories may be provided based on mutual agreement between the Lessee and the City.

### **3. Lake Padden Golf Course is Open to the Public for the Play of Golf**

- Players must adhere to the conditions for play, including proper attire, payment of fees and possession of proper golf equipment.
- Proper footwear is required. Metal spiked and cleated shoes are prohibited. The Golf Manager will make the decision on whether a pair of shoes is appropriate for play.
- Shirts are required in the Golf Shop area which includes the patio, practice areas, and #1 and #10 tees.
- A foursome is the maximum of players permitted unless otherwise authorized in advance by the starter. The starter may combine smaller groups to fill out a foursome.
- Players must keep up with group in front and must allow faster players to play through. The Play Director is responsible to monitor slow play and take specific actions, including removal of slow players from the course, in order to promote timely play.
- Golfers under the age of 12 must be pre-approved, and accompanied by an adult. Golfers under the age of 12 are required to demonstrate basic golf skills by one of the following:
  - Proof of a previously established handicap.
  - Evaluation by Lake Padden Golf Course PGA Pro-Staff (The golfer must pre-schedule an evaluation with the Pro-Shop).
- The course is not open to other public uses such as cross-country skiing, sledding, jogging and picnicking without authorization by the Parks and Recreation Director.
- Pull carts and power golf carts must stay 30 yards from greens or tees unless on a cart path. Carts must stay clear of roped off areas and all golfers must replace the rope if moved to play a shot.
- Golfers should practice golf etiquette and treat the golf course with respect.
- Each golfer must have his or her own set of clubs and bag. Range balls are prohibited on the golf course.
- Alcoholic beverages not purchased at the Golf Shop and beverage coolers are not allowed on the golf course.
- Smoking is prohibited in all parts of the Golf Shop Building. Smoking is permitted on the patio and other golf course areas.
- Dogs and other domestic animals are not permitted on the golf course.
- Lake Padden Golf Course may be closed on the following holidays:
  - Thanksgiving
  - Christmas Day
  - New Year's Day
- Power golf carts must follow the "90 degree" rule by driving on the cart path until parallel to the ball, leaving the path to proceed to the ball, and returning to the path after hitting the shot. All power golf carts will be restricted to remain on the cart path at all times when course conditions are such as to cause damage to the golf course. The golf manager can waive the 90 degree rule depending on course conditions.
- The golf course may be closed, the opening of course delayed, or the use of carts restricted because of adverse weather.
- Persons violating the rules and regulations of Lake Padden Golf Course may be removed from the golf course or restricted from future play at the course.

### **4. The City Establishes a Golf Committee**

- The Lake Padden Golfers Committee shall meet on a regularly scheduled basis for the purpose of initiating and recommending policies for the operation of Lake Padden Golf Course to the City staff and Parks and Recreation Advisory Board.
- In addition, the Committee is to facilitate good communication between the golfing public, club members, golf course staff and the Parks and Recreation Department.

- The Parks Operation Manager or designee will serve as Chair of the Committee. The membership of the Committee shall be as follows:
  - Women's Club Representative (voting)
  - Men's Club Representative (voting)
  - Senior Men's Club Representative (voting)
  - Women's Twilight Club (voting)
  - A representative from the Parks and Recreation Advisory Board (non-voting)
  - A Golfing Community at large Representative (voting)
- The Club representatives to the Lake Padden Golfers Committee are to be appointed by the Executive Board of their respective club. Golfing Community at large Representative to be appointed by Parks and Recreation Advisory Committee.
  - An alternate representative is to be appointed to attend meetings if the representative is unable to attend.
  - A club representative may not be an employee of the City or Golf Course Operations staff.

#### **5. The City and Lessee will Honor Current Pre-Paid Play Passes**

- Pre-paid green fees are also established by City Council and are available only to residents of Whatcom County who acquired a full year ticket in 1991 and have maintained a pre-paid annually since that date.
- The Pre-paid green fee categories are as follows:
  - Adult
  - Adult Spouse
  - Senior
  - Senior Spouse
  - Junior
- There are two types of Pre-paid tickets available:
  - Five (5) day ticket which is good for 18 holes of golf on weekdays, not including designated holidays;
  - Seven (7) day ticket which is good for 18 holes of golf any day the course is open for play.
- The Pre-paid green fee ticket must be paid in full prior to July 1 of each year and may be paid in full or in two equal installments.
- Pre-paid tickets are available only to those persons who acquired and continued a full year ticket since 1991. Exceptions due to extenuating circumstances may be granted by the Lake Padden Golf Manager/lessee.
- Requests for refunds of Pre-paid playing tickets will be processed if approved for medical reasons after deducting the number of rounds played on that ticket at the time of request.

#### **6. The City Establishes Golf Course Operation**

- The hours of operation shall be within the industry standard with seasonal variations and posted conspicuously and adequately on site.

#### **7. The City Recognizes Affiliated Clubs**

- Several affiliated clubs are organized at Lake Padden Golf Course to conduct social and competitive golf events for specific interest groups.
- The clubs are not sponsored by the City of Bellingham or the Lake Padden Golf Course, but are given special consideration in reserving times for league play and tournaments and providing space in the Golf Shop for posting standings and other club information.
- The Golf Manager is responsible for working with the officers of the various clubs to help ensure a successful program.
- To qualify as a club, a group must have
  - A set of bylaws,
  - Have an elected executive board,
  - Be based in Whatcom County and open to all Whatcom County residents,

- Serve a different golfing membership than existing clubs.
- Be approved by the Lake Padden Golfer's Committee for course affiliation.
- Use "Lake Padden" in its official club name
- The current clubs at Lake Padden Golf Course are as follows:
  - Lake Padden Men's Club
  - Lake Padden Women's Club
  - Lake Padden Women's Twilight Club
  - Lake Padden Senior Men's Club

**8. The City Establishes Club Play Schedules**

The day and time periods reserved for each club are as follows:

Men's Club

Saturday	8:00 a.m.-12:30 p.m.	3/1-11/15 (twice/month)
Wednesday	4:30- 6:30 p.m.	5/1-09/01
Thursday	4:30- 6:30 p.m.	5/1-09/01

Women's Club

Tuesday	8:00 - 10:00 a.m.	3/1-10/31
Thursday	10:00 - Noon	3/1-10/31

Senior Men's Club

Wednesday	8:00 - 10:00 a.m.	3/1-10/31
	(Hours may fluctuate based on daylight.)	
Friday	8:00 - 10:00 a.m.	3/1-10/31

Women's Twilight Club

Tuesday	4:15- 5:30 p.m.	4/1-9/31
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The Golf Manager can schedule additional league play if it does not exceed the recognized club time allocations or does not restrict available open public play.

**9. The City Shall Require the Lessee to Provide Services**

The Lessee is responsible for providing a full range of service for the golfing patrons of Lake Padden Golf Course as defined by their Lease Agreement with the City.

**See Also**

- PAR 09.00.01, PAR 09.00.05

- [PAR 09.00.03](#), Establish Golf Green Fees
- [PAR 00.09.04](#), School District Golf
- BMC Section 2.18.010 (Ordinance No 8302)
- BMC Section 8.04.150 (Ordinance No 9044)

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<b>Section</b>	
<b>Developed By</b>	Byron Elmendorf, Parks and Recreation Director
<b>Issued</b>	1/1/1980
<b>Revised By</b>	
	Paul Leuthold, Parks and Recreation Director, Marvin Harris, Operations Manager, Marcia Wazny, Enterprise Coordinator
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<b>Reviewed</b>	
<b>Archived</b>	
<b>Create Copy</b>	No