



Winter Pines Golf Course Advisory Board Regular Meeting

Agenda

September 12, 2022 @ 8:00 am

Commission Chamber

401 Park Ave

Winter Park, FL 32789

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/bpm and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

-
1. **Call to Order**
 2. **Consent Agenda**
 - a. [Minutes Approval July 11, 202](#) 2 minutes
 3. **Public Comment (for items not on the agenda): Three minutes allowed for each speaker**
 4. **Action Items**
 - a. [WPHS Girls Cooperative Agreement](#) 10 minutes
 5. **Non-Action Items**
 - a. [Food & Beverage Overview from Bonfire WPGC Owner/Operator- Paul Twyford](#) 15 minutes
 - b. [GAB Goals and WP Pines Long Term Planning Discussion](#) 20 minutes
 6. **Staff Updates**
 - a.
 - [Instructional Program Structure Update](#) 10 minutes
 - [Merchandise Update](#)
 - [Maintenance & Facility Update](#)
 - [tree replacement, planting, parking lot lighting, building updates](#)
 7. **Board Comments**
 8. **Upcoming Agenda Items**
 9. **Adjournment**



Winter Pines Golf
Course Advisory
Board

agenda item

item type	Consent Agenda	meeting date	September 12, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Minutes Approval July 11, 202

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

0808.22 minutes (draft).pdf



Winter Pines Golf Advisory Board Minutes

August 8, 2022 at 8:00 a.m.

City Hall | Commission Chamber
401 Park Ave South | Winter Park, Florida 32789

Present

Marc Reicher, Justin Ingram, Paul Smith, Sid Cash Jr., Sean Connolly (virtual), David Webster, Nancy Freeman

1. Call to Order

Meeting was called to order at 8:07 a.m. by Chairman Reicher

2. Consent Agenda

Motion made by Sid Cash Jr. to approve consent agenda; seconded by Paul Smith. Motion carried unanimously.

3. Public Comment (for items not on the agenda)

(none)

4. Action Items

a. Winter Park Pines Golf Course Logo/Branding-Alternative Logo

Jason presented the board with some additional logo options in addition to the previously approved logos. After discussion the board members decided on the yield sign option and WP 18 (the interim logo for symmetry to the WP9) in addition to the previously approved logos.

Motion made by Nancy Freeman to accept the yield sign and the WP18 logos as presented; seconded by Paul Smith. Motion carried unanimously.

b. Smoking Policy

Staff presented concerns with the current smoking area at the Pines, the current smoking section is under the awning right in front of the door. Staff is seeking a recommendation to establish a smoking policy. Staff recommends no smoking policy for course, practice areas, and clubhouse effective October 1, 2022. During board discussion it was recommend to offer an alternative smoking shaded area with posted signs and remove the ash trays.

Motion made by Marc Reicher to implement a policy that states per City policy no smoking in or around the building, designated area provided by management; seconded by Nancy Freeman. Motion carried unanimously.

5. Non-Action Items

a. Instructure Program- Structure & Revenue Share Discussion

Staff is seeking directions on minimum standards and qualifications for instructional programming, and fee structure for instruction, driving range improvements, and long term vs. short term program structure. Currently there are seven instructors, only two have teaching credentials from PGA. Instructors are currently paying \$100 per month plus greens fees. During discussion board members suggest a quarterly payment system,

contract, background check, posted bio with schedule and fees. Board members requests a report, and a recommendation from staff. Board members also recommend requesting background checks immediately. Staff will move forward with requiring a formal agreement, background check, bio, schedule, their current fee, and insurance.

Gregg Pascale will obtain some quotes on mats on the driving range. Chairman Reicher would like to see a list of prioritized projects for the Pines.

b. High School Golf Programs

There are several high school teams that have current agreements with the course. Staff is recommending a program that provides Winter Park High School Girls Soccer with a more aggressive partnership including complementary use of the course. Board members ask that Gregg brings some with suggestions for the WPHS Girls agreement, and a fee structure for the other High Schools that would utilize the courts. A \$2000-\$2500 fee was recommended.

6. Staff Updates

a. Management/ Staffing Update

The course is almost at full staff. New carts are scheduled to come online on Wednesday. The new carts will have food and beverage order capability.

b. Maintenance Update

Staff is currently working on the course daily. Beginning in September there will be some maintenance Mondays.

c. Concession Food & Bev Update- September meeting

Chairman Reicher would like to see a 30/60/90-day plan

7. Board Comments

8. Upcoming Agenda Items

Long term planning, CIP items. Possibly schedule a work session with maintenance staff.

9. Adjournment

Motion made by Paul Smith to adjourn the meeting; seconded by Nancy Freeman. Meeting adjourned at 9:30am

Minutes approved the board on 09/12/2022
/s/ Recording Secretary Kesha Thompson



Winter Pines Golf
Course Advisory
Board

agenda item

item type	Action Items	meeting date	September 12, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

WPHS Girls Cooperative Agreement

motion / recommendation

background

alternatives / other considerations

fiscal impact



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Board

agenda item

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Food & Beverage Overview from Bonfire WPGC Owner/Operator- Paul Twyford

motion / recommendation

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GAB Goals and WP Pines Long Term Planning Discussion

motion / recommendation

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Winter Pines Golf Course Advisory Board

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- Instructional Program Structure Update
- Merchandise Update
- Maintenance & Facility Update
 - tree replacement, planting, parking lot lighting, building updates

motion / recommendation

background

alternatives / other considerations

fiscal impact