



Winter Pines Golf Course Advisory Board Regular Meeting

Agenda

April 10, 2023 @ 8:00 am

City Commission Chamber
401 Park Ave South
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.

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1. **Call to Order**
 2. **Consent Agenda**
 - a. [Minutes Approval March 13, 2023](#) 2 minutes
 3. **Public Comment (for items not on the agenda): Three minutes allowed for each speaker**
 4. **Action Items**
 - a. [Capital Improvement Discussion for Winter Park Pines GC](#) 15m
 5. **Non-Action Items**
 6. **Staff Updates**
 - a. [Financial Update 1st and 2nd Quarter - Winter Park Pines](#) 5m
 - b. [Financial Summary - Winter Park Golf Course \(WP9\)](#) 5m
 - c. [Course Maintenance Update - Winter Park Golf Course \(WP9\)](#) 10m
 - d. [Winter Park Pines Golf Course - Project Update](#) 15m
 7. **Board Comments**
 8. **Upcoming Agenda Items**
 9. **Adjournment**



Winter Pines Golf Course Advisory Board

agenda item

item type	Consent Agenda	meeting date	April 10, 2023
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Minutes Approval March 13, 2023

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[0313.23 minutes draft.pdf](#)



Winter Pines Golf Advisory Board Minutes

March 13 at 8:00 a.m.

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

Present

Justin Ingram, Sean Connolly, Paul Smith, David Webster, Nancy Freeman

1. Call to Order

Meeting was called to order at 8:05 a.m. by Vice Chairman Justin Ingram

2. Consent Agenda

a. Minutes Approval February 13, 2023

Motion made by Nancy Freeman to approve consent agenda; seconded by Sean Connolly. Motion carried unanimously.

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

4. Action Items

a. Further Course Improvements- Driving Range Lighting or Building Aesthetic Improvements

Staff is seeking a recommendation on where to allocate the remaining funds from the course purchase; to light the driving range or to improve the exterior aesthetic of the building. During discussion staff provided the board with projected revenue and expenses of lighting the range. Mr. Connolly inquired about housing the ball machine and the ability to have music on the range; Mr. Pascale provided a potential area to house the machine, and informed the board that speakers could be strategically placed to hear on the range, but not be intrusive to the neighborhood.

Staff will hold a community meeting to inform the surrounding community of the proposed project to light the driving course. Staff is proposing a closing time of 9pm, with an occasional later closing time on some weekends for events. Staff will look into range membership/pass options.

Motion made by Sean Connolly to approve the lighting of the driving range; seconded by Nancy Freeman. Motion carried unanimously

5. Non-Action Items (none)

6. Staff Updates

a. Financial Update

Mr. Seeley provided an update on the current financial, the course is currently tracking as projected. Upcoming budget discussion on future CIP funding for the course will begin with staff in the upcoming months. The course is currently tracking under four hours per round.

b. Project Update

The project for the awning is scheduled to begin on 3/27 with a 3-5-week expected completion. Electric is completed on the driving range. The oven has arrived and being installed. Electrical upgrade for exterior will coincide with the patio upgrade. Estimated start time for the patio renovation is mid-April. Restroom upgrade is still projected to begin in June. Stormwater and drainage improvement have been discussed at the Commission meeting level, and dredging is scheduled to start in May. The water/ice cooler has been installed on the exterior of the building

c. Course Maintenance Update

Branch Management tree company will begin work on the next course closure date to continue the tree canopy work. The chlorine spike was much milder than previous years; the water samples and soil samples all came back normal. There was a little outbreak of mole crickets in the past couple of weeks and staff is spot spraying and will apply a full application in June.

7. Board Comments

8. Upcoming Agenda Items

9. Adjournment

Motion made by David Webster to adjourn the meeting; seconded by Nancy Freeman. Meeting adjourned at 9:16am

Minutes approved the board on 04/10/2023
/s/ Recording Secretary Kesha Thompson



Winter Pines Golf Course Advisory Board

agenda item

item type	Action Items	meeting date	April 10, 2023
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Capital Improvement Discussion for Winter Park Pines GC

motion / recommendation

Discussion regarding GAB recommendations for Capital Improvements and more specifically desire of board to request funding for 3rd party Master Plan for course/property.

Discussion regarding GAB desire to pursue CIP funding for exterior improvements to clubhouse,

background

GAB has expressed desire to pursue a master plan for Winter Park Pines Golf Course through a third party consultant to provide City with potential opportunities for expanded revenue and improvements to design/lay out of course.

Discussion with GAB to formalize this desire and provide staff with direction.

alternatives / other considerations

fiscal impact



Winter Pines Golf
Course Advisory
Board

agenda item

item type	Staff Updates	meeting date	April 10, 2023
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Financial Update 1st and 2nd Quarter - Winter Park Pines

motion / recommendation

NA

background

Financial Summary for period end March 31, 2023

alternatives / other considerations

fiscal impact



Winter Pines Golf Course Advisory Board

agenda item

item type	Staff Updates	meeting date	April 10, 2023
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Financial Summary - Winter Park Golf Course (WP9)

motion / recommendation

background

Financial Summary for period ending March 31, 2023

alternatives / other considerations

fiscal impact



Winter Pines Golf Course Advisory Board

agenda item

item type	Staff Updates	meeting date	April 10, 2023
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Course Maintenance Update - Winter Park Golf Course (WP9)

motion / recommendation

NA

background

Summary of maintenance plan for improvement of current course condition at Winter Park Golf Course (WP9)

alternatives / other considerations

fiscal impact



Winter Pines Golf Course Advisory Board

agenda item

item type	Staff Updates	meeting date	April 10, 2023
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Winter Park Pines Golf Course - Project Update

motion / recommendation

NA

background

Update regarding various ongoing and scheduled improvements to Winter Park Pines Golf Course

alternatives / other considerations

fiscal impact