



Winter Pines Golf Course Advisory Board Regular Meeting

Agenda

March 13, 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.

-
1. **Call to Order**
 2. **Consent Agenda**
 - a. [Minutes Approval February 13, 2023](#) 2 minutes
 3. **Public Comment (for items not on the agenda): Three minutes allowed for each speaker**
 4. **Action Items**
 - a. [Further Course Improvements - Driving Range Lighting or Building Aesthetic Improvements](#) 20m
 5. **Non-Action Items**
 6. **Staff Updates**
 - a. [Financial Report](#) 10
 - b. [Project Update](#) 10
 - c. [Course Maintenance Update](#) 10
 7. **Board Comments**
 8. **Upcoming Agenda Items**
 9. **Adjournment**



Winter Pines Golf
Course Advisory
Board

agenda item

item type	Consent Agenda	meeting date	March 13, 2023
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Minutes Approval February 13, 2023

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[0213.23 minutes draft.pdf](#)



Winter Pines Golf Advisory Board Minutes

February 13 at 8:00 a.m.

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

Present

Marc Reicher, Sid Cash Jr., Paul Smith, David Webster, Nancy Freeman

1. Call to Order

Meeting was called to order at 8:04 a.m. by Chairman Marc Reicher

2. Consent Agenda

a. Minutes Approval January 9, 2023

Motion made by Paul Smith to approve consent agenda; seconded by Nancy Freeman. Motion carried unanimously.

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

4. Action Items (none)

5. Non-Action Items (none)

6. Staff Updates

a. Course Conditions

Staff is working consistently on modification of the GPS system; the Geo-Fence is activated where Bob placed the signs. Mr. Pascale presented the completion of the course assessment by Ed Batcheller. During discussion of hole five, board members suggests some sort of water feature as this hole is most visible to the public. Staff recommends removal of the middle Oak tree near hole fifteen, and trimming and beginning to train the two largest trees to grow in a way that doesn't continue to impact the course. All the Palm trees will be replaced with Pine trees.

b. YTD Course Financial Summary

Mr. Seeley provided an update on the current financials of the course including expenditures. Staff will provide an adjusted budget. There are currently about 150 memberships at the course.

c. Course Improvements & Projects

The awning project is currently in the permitting stage. The oven for Bonfire has been ordered. Staff will provide the board with expected cost and the financial benefit of lighting the driving range, white washing the bricks, replacement of the shingles and window treatments are also options for upgrades and capital improvement.

d. Stormwater Improvements

One of the purposes of the sediment removal is to alleviate the localized flooding and address the concerns that came up with hurricanes; this includes improvement to stormwater system.

Most of the dredging will be along hole ten. Dig 2/3 feet down to remove the muck, some areas will require drying out so the muck will be staged during this process. The current plan is to not dredge five, but to balance all the other ravines to what it looks like on five. Edges will be treated with mesh netting, to hopefully mitigate erosion. The project will take 6-8 weeks, and will use plywood and caution to minimize damage to the turf.

e. Top Tracer Discussion

Mr. Pascale met with the staff from Top Tracer, and also visited Tee it Up driving range research technology options. Staff recommends the app driven technology that consists install three poles, on either side of the range and one in the middle. Staff also recommends running the conduit during the current dredging and maintenance projects. The projected cost is \$220 per bay monthly

There are two options to offset the annual fee; the first option would be to pay an hourly fee similar to Top Golf. The second would be to increase the cost of the range balls and make it a part of the range experience. The current fee for range balls are \$3/15balls, \$7/50balls selling about 3000 bags/month. Increasing the bag price \$2/bag to cover the cost of the software/technology. Staff will provide the board with current revenue and expected revenue to implement this system.

7. Board Comments

8. Upcoming Agenda Items

9. Adjournment

Motion made by Paul Smith to adjourn the meeting; seconded by Nancy Freeman. Meeting adjourned at 9:10am

Minutes approved the board on 03/13/2023
/s/ Recording Secretary Kesha Thompson



Winter Pines Golf Course Advisory Board

agenda item

item type	Action Items	meeting date	March 13, 2023
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Further Course Improvements - Driving Range Lighting or Building Aesthetic Improvements

motion / recommendation

Provide direction to staff related to which improvement project should be moved forward. Staff recommendation would be to hold off on aesthetic improvements while moving forward with range lighting due to the potential for increase in direct revenue through range balls, indirect revenue through increased food and beverage sales, and increased opportunity for community and other events.

background

After purchase of the course, a balance of bond funds remained that has been used to make improvements to the Winter Park Pines Golf Course. Remaining funds allow for either aesthetic improvements to be made to the clubhouse exterior or can be directed towards lighting of the driving to allow for additional operational hours throughout the year but more so during winter months when days are short (November - March).

alternatives / other considerations

fiscal impact

Staff will provide a financial projection for revenues generated through extended range hours that will also include potential expenditures for extended range hours.



Winter Pines Golf
Course Advisory
Board

agenda item

item type	Staff Updates	meeting date	March 13, 2023
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Financial Report

motion / recommendation

no action required

background

General update on financial performance.

alternatives / other considerations

fiscal impact



Winter Pines Golf Course Advisory Board

agenda item

item type	Staff Updates	meeting date	March 13, 2023
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Project Update

motion / recommendation

No action required

background

Update on current and upcoming projects at WP Pines GC

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Project Update March 23.pptx](#)

Improvements Underway

- ▶ Upgrade to Awning adding additional shaded seating -1st qtr 2023-\$35,000 (Permit approved – start ETA 3/27/23)
- ▶ Upgrade Driving Range Surface – Projected start date of Dec 19th- \$18,000 (Completed)
- ▶ Electrical Upgrade Interior - \$10,000 (Completed)
- ▶ Oven Upgrade – Bonfire \$ - (delivery ETA late Feb)
- ▶ Electrical Upgrade Exterior – Projected completion date Feb 2023 - \$10,000
- ▶ Restroom Upgrade (ada) and Plumbing/Grease Trap – June 2023 - \$150,000*
- ▶ Tree Canopy Improvements – Ongoing/Pines planting – 1st work day held Jan 9th– Forestry Budget
- ▶ Stormwater/Drainage Improvements – Planning – Public Works/Lakes Budget
- ▶ Outside assessment of Course Conditions by Country Club of Orlando, Superintendent – (Completed)
- ▶ Outdoor Patio Improvement –Projected completion Summer 2023 (stormwater assessment completed/survey underway)
- ▶ Outdoor Ice/Water Cooler Installation – (Project Completed March 23)

Progress Pics



Further Improvements For Consideration

Items listed in order of staff priority

- ▶ Light driving range and add on range ball dispenser – \$60,000-\$70,000
- ▶ Update of Clubhouse Exterior per design concept provided by Evolve - (paint brick, signage, lighting, etc) – **Waiting on formal quote and availability of contractor; estimated cost of \$60,000**
- ▶ Thorguard Lightning Prediction System** - \$44,000 (**City CIP non course expense)
- ▶ Repair or Replacement of select putting greens on course
- ▶ Improvements or repurposing of chipping and putting areas
- ▶ Approximate Remaining Balance of bond fund after completion of currently approved improvements- \$75K



Winter Pines Golf Course Advisory Board

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subject

Course Maintenance Update

motion / recommendation

No action required

background

General report on current conditions, scheduled maintenance, and other conditions related issues.

alternatives / other considerations

fiscal impact