



Winter Pines Golf Course Advisory Board Regular Meeting

Agenda

January 9, 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. [Approve Minutes December 12, 2022](#) 2 minutes
 3. **Public Comment (for items not on the agenda): Three minutes allowed for each speaker**
 4. **Action Items**
 - a. [Patio Concept Approval](#) 10 minutes
 5. **Non-Action Items**
 - a. [Long Term Projects & Priorities](#) 15 minutes
 6. **Staff Updates**
 - a. [Course Conditions](#) 10 minutes
 - b. [Financial Update](#) 10 minutes
 7. **Board Comments**
 8. **Upcoming Agenda Items**
 9. **Adjournment**



Winter Pines Golf
Course Advisory
Board

agenda item

item type	Consent Agenda	meeting date	January 9, 2023
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Approve Minutes December 12, 2022

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[1212.22 Minutes-Draft.docx.pdf](#)



Winter Pines Golf Advisory Board Minutes

December 12, 2022 at 8:00 a.m.

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

Present

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

1. Call to Order

Meeting was called to order at 8:10 a.m. by Chairman Reicher

2. Consent Agenda

a. Approve Minutes November 14, 2022

Motion made by Sean Connolly to approve consent agenda; seconded by David Webster. Motion carried unanimously.

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

4. Action Items

a. Outdoor Seating Improvement

Staff provided the board with some temporary outdoor seating options in the green space near the flag pole, and a possible relocation of a temporary smoking area. The proposed area will include Adirondack chairs, tables and firepits. Staff also proposed a temporary relocation of a semi shaded smoking area away from the building, but still able to have power, and access the Wi-Fi. Mr. Cash recommended bringing the hedges around by the sidewalk to try to minimize the smoke. Board members suggested a couple tables with patio umbrellas that could be moved for easier maintenance to accommodate the smokers.

Motion made by Paul Smith to approve the proposed patio concept and the proposed smoking area; seconded by David Webster. Motion passed unanimously.

b. Approve Fee Structure for Golf Instruction

Staff presented the board with the proposed fee structure for Golf Instruction. The proposed fee structure would include, an annual fee of \$3500 that would be prorated Jan 1-September 30, then paid in full on October 1 for the year to align with the fiscal year. Require 2- one-hour complimentary clinics per year or equivalent as agreed upon by the Golf Course Manager. At course marketing/advertising, a code of conduct, background checks and required insurance. Playing lessons would be Monday-Thursdays only. Friday lessons would require the pro to make a request in writing to the Golf Course Manager no more than 7 days prior to requested date and is at the discretion of the Golf Course Manager.

Proposed rates (standard playing lessons are three holes max with 1-hour limit). Standard three holes would be \$7 for instructor and \$7 for player, and a 9-hole playing lesson would be \$9 for instructor and \$24 for the student player.

Motion made to approve the instruction fee structure as proposed by Sid Cash Jr.; seconded by Sean Connolly. Motion passed unanimously.

5. Non-Action Items

a. Long Term Projects & Priorities

Staff provided the board with current projects; projects include awning upgrade and additional shaded seating, upgrade to the driving range surface, electrical upgrade and exterior lighting, ADA restroom, and plumbing grease trap, tree canopy improvements, stormwater/drainage improvements and an outside assessment of course conditions. Staff will provide the board with an update from Public Works on the stormwater/drainage.

6. Staff Updates

a. Course Conditions Update- Bob Boyan

Bob Boyan, Course Superintendent provided an assessment of the current state of the course, and provided an update on the current and proposed maintenance of the greens. Bob informed the board of the influx of chlorine, staff will stay in contact with the water plant and pay close attention and try to flush the water if necessary. There was discussion about possibly removing some of the bunkers. Chairman Reicher request Bob do an audit and provide recommendation of which bunkers can be removed. Mr. Cash inquired about the water in front of hole 5, staff is working with Public Works to try to come up with a solution.

b. Financial Update

Staff provided a financial update of revenue and revenue goal. The course is currently on track to hit the breakeven number

7. Board Comments

8. Upcoming Agenda Items

Discuss transition spots, bunkers and range lighting.

9. Adjournment

Motion made by Sean Connolly to adjourn the meeting; seconded by David Webster. Meeting adjourned at 10:12am

Minutes approved the board on 01/09/2023
/s/ Recording Secretary Kesha Thompson



Winter Pines Golf Course Advisory Board

agenda item

item type	Action Items	meeting date	January 9, 2023
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Patio Concept Approval

motion / recommendation

Approve Patio Concept

background

alternatives / other considerations

fiscal impact



Winter Pines Golf Course Advisory Board

agenda item

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Long Term Projects & Priorities

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[WP Pines Long Term Planning Discussion Dec 22.pdf](#)

Improvements Underway

- ▶ Upgrade to Awning adding additional shaded seating -1st qtr 2023 - \$35,000 (ETA Feb/March)
- ▶ Upgrade Driving Range Surface – Projected start date of Dec 19th- \$18,000 (Completed)
- ▶ Electrical Upgrade Interior - \$10,000 (Completed)
- ▶ 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 – Work Day set for Jan 9th– Forestry Budget
- ▶ Stormwater/Drainage Improvements – Ongoing – Public Works/Lakes Budget
- ▶ Outside assessment of Course Conditions by Country Club of Orlando, Superintendent – Dec. 14th

Projected Total Cost - \$250,000 (\$235k w aprx 8% contingency)

Further Improvements For Consideration

Items listed in order of staff priority

- ▶ **Light driving range and add on range ball dispenser – Projected cost \$75,000**
- ▶ Potential Patio Space Extension in area between clubhouse and range – Projected cost \$30,000- \$40,000
- ▶ Update of Clubhouse Exterior per design concept provided by Evolve - (paint brick, signage, lighting, etc) - \$30,000
- ▶ 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- \$100K



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Course Conditions

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Review notes and comments from course evaluation performed by Country Club of Orlando Superintendent, Ed Batchellor

Stormwater and Water Feature Management Update: Current status of work being planned and performed by Public Works (SW) and Natural Resources (Lakes)

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Winter Park Pines GC Maintenance Assessment.pdf](#)



Winter Park Pines GC Maintenance Assessment

Ed Batcheller, GCSAA

Note: Report is still in progress due to time restraints...

General Notes:

- Root pruning fairways at tree dripline will have immediate impact. (SCHEDULED)
- Rooted areas should be filled with organic material to level areas and help to preserve carts and maintenance equipment.
- Pine straw program to create beds will improve aesthetics and help cut down on daily maintenance. (Round up areas then cover with pine straw)
- Add additional cart signage/Traffic diverters/geofencing
- Removal of rail ties over time will improve aesthetics and create easier mowing routes.
- Grass looks healthy. Less thatch in the winter improves green speeds/playability.
- All bridges should be replaced

Hole by Hole Notes:

HOLE #1:

- Root prune edges
- Remove tree near right side of green / fill in areas with dirt/fresh sod
 - Casting shade and creating root issues
- Ninja tine aerify green (1/4 inch / no plug)
- Continue topdressing regularly

HOLE #2:

- Tees overseeding looks great. No volunteer rye growth
- Remove tree near right side of green / fill in areas with dirt/fresh sod
 - Casting shade and creating root issues
- Remove palm trees in back of green/ casting shade (COMPLETED)
- Ninja tine aerify green (1/4 inch / no plug)
- Continue topdressing regularly

HOLE #3:

- Cypress root pruning on left side of fairway
- Pines on right side of green casting major shade. Remove and replant back in fairway
- Ninja tine aerify green (1/4 inch / no plug)
- Continue topdressing regularly

HOLE #4:

- Continue aggressive topdressing tees (eventually expand if possible)
 - Crowning eventually levelled through topdress
- Remove rocks on left side of cart path (tripping/mowing hazard)
- Ninja tine aerify green (1/4 inch / no plug)
- Continue topdressing regularly
- Turf groomers/brushes will help thin out/spread out topdressing

HOLE #5: To be completed

HOLE #6: To be completed

HOLE #7:

- Right side dirt fill/leveling
- Root pruning along edges
- Ninja tine aerify green (1/4 inch / no plug)
- Continue topdressing regularly
- Turf groomers/brushes will help thin out/spread out topdressing

HOLE #8:

- Thin out overgrown trees/bushes on right of cart path to open up sunlight to fairway areas.
- Root pruning along edges
- Fill in greenside bunkers and sod to make them grass bunkers
 - Cypress knees popping up in bunker / safety issue
- Ninja tine aerify green (1/4 inch / no plug)
- Continue topdressing regularly
- Turf groomers/brushes will help thin out/spread out topdressing

HOLE #9:

- Root pruning along edges
- Ninja tine aerify green (1/4 inch / no plug)
- Continue topdressing regularly
- Turf groomers/brushes will help thin out/spread out topdressing
- Greenside bunker fill in and sod.

HOLE #10: To be completed

HOLE #11: To be completed

HOLE #12: To be completed

HOLE #13: To be completed

HOLE #14: To be completed

HOLE #15: To be completed

HOLE #16: To be completed

HOLE #17: To be completed

HOLE #18: To be completed



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