



Winter Pines Golf Course Advisory Board Regular Meeting

Agenda

December 11, 2023 @ 8:00 AM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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

assistance & appeals

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please note

Times are projected and subject to change.

-
- 1. Call to Order**
 - 2. Consent Agenda**
 - a. Approve the minutes of November 13, 2023
 - 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 - 4. Action Items**
 - 5. Non-Action Items**
 - 6. Staff Updates**
 - a. Golf Course Financials
 - b. Course Maintenance Update
 - c. Operations Update
 - 7. Board Comments**
 - 8. Upcoming Agenda Items**
 - 9. Adjournment**



Winter Pines Golf Course Advisory Board

agenda item

item type

Consent Agenda

meeting date

December 11, 2023

prepared by

Laura Halsey, Recreation Coordinator

approved by**subject**

Approve the minutes of November 13, 2023

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

1. 1113.23 GAB Minutes



Winter Pines Golf Course Advisory Board Regular Meeting Minutes

November 13, 2023 at 8:00 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

Justin Ingram, Marc Reicher, Nancy Freeman, Paul W. Smith Jr., Sean Connolly, David Webster,

Absent

Sidney Cash

Staff Present

Director Jason Seeley, Assistant Directors Cathleen Daus and Mike McCosker, Operations Manager Gregg Pascale, Recreation Coordinator Laura Halsey

1. Call to Order

2. Consent Agenda

- a. Approve the minutes of the October 9, 2023 meeting

Motion made by Nancy Freeman to approve the agenda; seconded by Sean Connolly. Motion carried unanimously with a 5-0 vote.

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

None present

4. Action Items

5. Non-Action Items

a. Winter Park Pines Maintenance

Mr. Seeley, Director of Parks & Recreation, provided updates on the Golf Course Maintenance position and schedule for the interim. Staff will work with a consultant to develop job duties and deliverables for a six-month period. The Board inquired what salary was posted for the position and what the consultant would provide for WP9. Staff informed the Board that the starting salary for a superintendent position is \$58k. The Board inquired if the salary could be increased if the position was responsible for both courses. Staff believes it could go up to \$80k+. The Board believes that there is a significant difference between a Class A Superintendent and a Class B Superintendent, and to employ a Class A person would require a higher salary.

b. Winter Park Golf Course (WP9) booking process

Mr. Pascale, Golf Course Manager, updated the Board on the booking process stating it has been well-received and enjoyed by members. The process exposed short-comings in the original booking protocol. The portal allows members to book seven days in advance, but with the portal opening at midnight, it has caused frustration with some groups. The staff recommends opening the portal at 6:00 a.m. to help alleviate the issue and because the Pro Shop opens at 7:00 am. Mr. Webster stated the last few Saturdays have not been busy. Staff will review tee-time sheets to determine if there was a demand or a no-show issue.

6. Staff Updates

a. Golf Course Financials

Mr. Pascale discussed the rate changes for the courses and stated Winter Park still has one of the most competitive rates in the area.

b. Upcoming Meeting Items

Mr. Seeley updated the Board on meetings with Mr. Rhebb and requested that one Board member be designated as the primary representative to meet with Mr. Rhebb and staff. Staff requested Mr. Rhebb provides a quote and meets with staff onsite at the course, and possibly attend an upcoming meeting to present to the Board. Mr. Ingram suggested appointing Mr. Connolly as the primary representative with two other board members as alternates. Should Mr. Rhebb not be available to present at an upcoming meeting, Mr. Seeley will ask him to provide a report for staff to review with the Board.

Mr. Seeley informed the Board that he would have Paul present to discuss the Food & Beverage portion of the course. They are entertaining the idea of hosting a Happy Hour from 5 - 7pm and an Italian-themed night, but it is not designed to run as a full restaurant. The board requested a business plan be prepared and presented to the board. The space looks great but the board is concerned it is not being utilized. They would like it to be advertised to the public more to help justify the costs and suggested

advertising on the GPS units on the golf carts. Another suggestion was reaching out to the neighborhood association to bring awareness of the restaurant. They would like to see efforts elongating the time customers spend in the restaurant. Mr. Connolly also commented on visitors that do not play a round of golf but come to drive balls only, and then head straight to their car. He feels the staff needs to capture those visitors - perhaps get them to visit the restaurant, play a round of golf, etc. The goal is to create awareness and build a customer base.

7. Board Comments

Ms. Freeman stated the putting green at WP Pines was looking a little rough and asked that staff look into it.

8. Upcoming Agenda Items

9. Adjournment

The meeting adjourned at 9:27 a.m.

Approved by the board
/s/ Laura Halsey, Recreation Coordinator

ATTEST:



Winter Pines Golf Course Advisory Board

agenda item

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Staff Updates

meeting date

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Laura Halsey, Recreation Coordinator

approved by**subject**

Golf Course Financials

motion | recommendation

N/A

background**strategic objectives****alternatives | other considerations****fiscal impact****attachments**

1. WP9 FY 2024 GOLF ONLY Monthly_Statistics
2. WP18 FY 2024 GOLF ONLY Monthly_Statistics

Winter Park Golf Course (WP9)

FISCAL YEAR 2024

			STATS			Revenues						
DATE	TOTAL \$ (Pre-Sales Tax)	TOTAL Rounds per Month	# 9 HOLE	Member Rounds	Night Golf	Greens Fees	Carts	Membership	Merchandise	Food & Beverage	Club RENTAL	Golf Events
October	\$81,175.72	4124	3,243	881	0	\$39,537.29	\$5,895.70	\$13,364.54	\$9,380.83	\$5,811.49	\$638.97	\$0.00
November	\$86,180.08	3567	2,679	738	150	\$44,164.43	\$4,553.66	\$15,700.98	\$11,762.69	\$4,930.06	\$582.92	\$1,407.48
December	\$0.00	0										
January	\$0.00	0										
February	\$0.00	0										
March	\$0.00	0										
April	\$0.00	0										
May	\$0.00	0										
June	\$0.00	0										
July	\$0.00	0										
August	\$0.00	0										
September	\$0.00	0										
TOTALS	\$167,355.80	7691	5,922	1,619	150	\$83,701.72	\$10,449.36	\$29,065.52	\$21,143.52	\$10,741.55	\$1,221.89	\$1,407.48

7,691	REVENUE
ROUNDS	\$167,355.80

Winter Park Pines Golf Club (WP18)

FISCAL YEAR 2024

			STATS			Revenues					
DATE	TOTAL \$ (Pre-Sales Tax)	TOTAL Rounds per Month	# 18 HOLE	Member Rounds	Driving Range	Greens Fees	Carts	Membership	Merchandise	Club RENTAL	Golf Events
October	\$233,088.16	2877	2,017	860	\$36,824.25	\$52,861.18	\$28,469.08	\$102,362.62	\$7,108.37	\$462.66	\$0.00
November	\$122,846.81	2644	1,829	815	\$22,054.75	\$53,982.07	\$25,793.46	\$13,156.83	\$5,999.93	\$1,859.77	\$0.00
December	\$0.00	0									
January	\$0.00	0									
February	\$0.00	0									
March	\$0.00	0									
April	\$0.00	0									
May	\$0.00	0									
June	\$0.00	0									
July	\$0.00	0									
August	\$0.00	0									
September	\$0.00	0									
TOTALS	\$355,934.97	5521	3,846	1,675	58,879.00	\$106,843.25	\$54,262.54	\$115,519.45	\$13,108.30	\$2,322.43	\$0.00

5,521	REVENUE
ROUNDS	\$360,934.97



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Staff Updates

meeting date

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prepared by

Jason Seeley, Director of Parks and Recreation

approved by**subject**

Course Maintenance Update

motion | recommendation

N/A

background

Update regarding maintenance and course conditions for Winter Park Pines

strategic objectives**alternatives | other considerations****fiscal impact****attachments**

None



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Operations Update

motion | recommendation

N/A

background

Update regarding Winter Park Pines Golf Course operational items related to business practices and guest experience/service.

strategic objectives**alternatives | other considerations****fiscal impact****attachments**

None