



# Winter Pines Golf Course Advisory Board Regular Meeting

## Agenda

**April 14, 2025 @ 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/](http://cityofwinterpark.org/meetings/) and include virtual meeting instructions.

### assistance & appeals

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"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 the minutes of March 10, 2025

**3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker****4. Action Items**

- a. Cover the Tees

**5. Non-Action Items****6. Staff Updates**

- a. Course Maintenance: WP9 and Winter Park Pines Golf Courses:
  - USGA Agronomist hired to assess issues and create maintenance plan (met 03/19)
  - Fertilizer and herbicide were applied last week (weeds, mole crickets, and nematodes).
  - Granular fertilizer application scheduled 03/24.
  - Bunker sand is to be added this week and next.
  - Bunker renovation project is planned for early fiscal year 2026.
  - Full course verticutting/top dressing planned for mid-May 2025 (bi-annually).
  - Continue to work closely with the Course Designer for the best course of action.
  - Sodded tees and weak area.
  - Added four new bunkers.
  - The course has been re-rated.
  - New routing open with a par 70.
  - Greens growth is improving after chlorine issues.
  - Tree work is scheduled for closure on 04/21.
  - Planted over 70 new pine trees.
  - New flags, cups, flag sticks, and pin location flags have been put on course.
  - New tee signs were ordered. Hope to have them in place by mid-April.

**7. Board Comments****8. Upcoming Agenda Items**

**9. Adjournment**

[MEET\_FOOT]



# Winter Pines Golf Course Advisory Board

# agenda item 2.a

**item type**

Consent Agenda

**meeting date**

April 14, 2025

**prepared by**

Laura Halsey, Recreation Coordinator

**approved by****subject**

Approve the minutes of March 10, 2025

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

1. WPGAB 03.10.25 Minutes - DRAFT



# Winter Pines Golf Course Advisory Board Regular Meeting Minutes

**March 10, 2025 at 8:00 AM**

City Hall Commission Chambers  
401 S. Park Avenue

## **Present**

David Webster, Justin Ingram, Nancy Freeman, Sidney Cash, Matt Hurst,

## **Absent**

Mark Hitchner, Rosemary Maisenholder

## **Staff Present**

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

### **1. Call to Order**

Meeting was called to order by Chairperson, Sid Cash, at 8:09 a.m.

### **2. Consent Agenda**

- a. Approve the minutes of February 17, 2025

**Motion made by Nancy Freeman, seconded by David Webster, to approve the February 17, 2025 minutes**

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

None present

### **4. Action Items**

No action items at this time

### **5. Non-Action Items**

- a. Range Technology Quotes

Mr. Pascale, Golf Course Operations Manager, provided an overview of each company submitting a course technology proposal. Staff visited surrounding golf courses to see first-hand which companies they were using and how the software performed, with the goal of pinpointing which company would be best suited for the Winter Park course. The common denominator among all three of the companies is the need to build the structure at the back of the driving range. All three companies are very eager to speak with the board.

Trackman came in the lowest at \$3420.00, which is \$190.00 per bay, per month. InRange came in at \$4420.00, which is about \$245.50 per bay, per month. Both are radar-based technology, which means they do not require lighting to function. TopTracer came in at \$3960.00, which is \$220.00 per bay, per month but requires a 10' lighting footprint.

All three, from the perspective of not wanting to shed a lot of additional light into surrounding neighborhoods, would work. Mr. Pascale believes the companies should either come present a demonstration on the course or staff should visit the companies for a demonstration. Trackman is really golfer-based, InRange is inbetween, and TopTracer is more like Top Golf with Angry Birds, and other games.

The board inquired if staff had spoken to Dubsdread Golf Course, which staff has not but plan to schedule to do so soon. Mr. Webster asked if the course could be increased to 25 bays instead of 18. Mr. Pascale stated that many bays would be pushing the limits of the course. Ms. Freeman inquired about the mats being used as she finds them to be too hard and uncomfortable and referenced Top Golf having the same issue. Other topics of discussion were the additional services included by each company, the importance of having a real grass area, and cost-per-bay rates.

Mr. Seeley stated the item will be brought back to the board in April with all the costs and details to be voted on so it may move forward with being placed in the budget for the 2026 fiscal year.

## **6. Staff Updates**

### **a. WP9/WP18 Revenue Update**

Mr. Pascale informed the board of all the items and information Interlachen has donated to the Winter Park courses and stated his appreciation for them doing so.

There has been a nice increase in Interlachen members coming to the Winter Park Pines. Staff are taking it seriously and will work very hard to accommodate their requests for tee times. Holes 3 and 15 were the only greens affected by the algae blooms, but luckily, it was only the perimeter that was affected. They did have the area tested and are happy to say they should be quick to recover. This is caused by a build-up of chlorine in the water, and the process to avoid this is by diluting the water with rain water and pond water so it isn't potent enough to affect the greens.

Interlachen Golf Course will be closed until November 2025 for renovations and improvements. The board would like staff to bring the WP9 up to speed as it is not in the best shape. The concern would be having the Interlachen members come try out

both the Winter Park Pines and Winter Park 9, and not feeling that Winter Park 9 is not maintained or updated as well as it should be. Mr. Seeley feels installing bunker liners will free up staff to do other tasks such as spraying, etc. Mr. Pascale stated the difference this year is that the greens are not in good shape this year when they had always been kept in pristine shape in the past, and he would like to get them back to that. Mr. Pascale suggested hiring a full-time employee who possesses the knowledge and experience necessary to complement Doug Andrade's expertise in maintaining the courses.

One of the changes would be allowing members to book up to five days in advance, and they are anticipating an increase in play over the next couple of months. The board was satisfied with the revenue in the presence of a decrease in rounds. Staff will be working to increase the rounds by offering specials and discounts during slower timeframes. Mr. Pascale feels the one thing that may dampen this effort is the five-hour play time. He has been in discussions with staff to use the GPS systems to ensure groups are moving along consistently to maintain a four-hour max play time.

#### **7. Board Comments**

#### **8. Upcoming Agenda Items**

#### **9. Adjournment**

Meeting adjourned at 9:39am

ATTEST:

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



# Winter Pines Golf Course Advisory Board

# agenda item 4.a

**item type**

Action Items

**meeting date**

April 14, 2025

**prepared by**

Jason Seeley, Director of Parks and Recreation

**approved by****subject**

Cover the Tees

**motion | recommendation**

Review cost projections and discuss the next step forward with the project

**background**

Continue discussion regarding improvements to the Winter Park Pines Golf Course driving range

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

1. QUOTE Winter Park Pines Golf Club - PROPOSAL w\_ ADD-ONS
2. Winter Park Pines Costs



**1713 Kennedy Pt. Suite 1001  
Oviedo, FL  
32765**

## **Proposal**

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Job: Winter Park Pines Golf Club - 17 Bays  
Date: 10/4/2024  
Attn: Gregg Pascale  
Phone: 407-599-3418  
Email: [gpascale@cityofwinterpark.org](mailto:gpascale@cityofwinterpark.org)  
Job ID: WPPGC100424

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Mr. Pascale,

As promised, attached is a quote for your review. Please review and let us know if you have any questions. Otherwise, we will follow up shortly to schedule a meeting to review in more detail and answer any questions you may have.

We appreciate the opportunity to bid on your project.

Sincerely,  
Patrick Cherry  
215-206-9992  
[pcherry@coverthetees.com](mailto:pcherry@coverthetees.com)

**Scope Details**

**Aluminum Driving Range Cover**

We will provide a pre-engineered hitting bay cover system per engineered drawings.

- 3" standing seam panels - White
- Uprights Columns minimum of 6x6 aluminum - Front Column set 8ft back from the front of structure - White
- Rolled gutter for rear if necessary - White
- Our cold weather system has SIP panel walls in the rear and on the side to block the wind, each bay will have acrylic sliding windows for the rear of bays ( Options listed below)
- Front of the structure is approximatley 12ft tall and 8ft tall in the rear with slight variances depending on site grade.
- Product will meet all necessary building codes throughout the country with a maximum wind rating of 150 mph and 25 PSF snow load unless upgraded to 30 PSF with Heavy Duty Aluminum

**Bid Pricing and Options:**

Golf Hitting Bay Cover System

**17 BAYS**

<b><u>Option 1</u></b>	170 X 25	Aluminum Standard Open Air Hitting Bay Cover (Can not put on enclosure options)	4250 SF
<b>Total Price for Standard "Open Air Only" Bay Cover</b>			<b>\$146,625.00</b>
<b><u>Option 2</u></b>	170 X 25	Heavy Duty Aluminum Open Air Hitting Bay Cover (Ready for Enclosure)	4250 SF
<b>Total Price for Heavy Duty Bay Cover Ready for Enclosure</b>			<b>\$172,890.00</b>
<b><u>Option 3</u></b>	170 X 25	Enclosed Aluminum Hitting Bay Cover w/ walls Enclosed w/ acrylic windows in each bay, on each end and door on each end	4250 SF
<b>Total Price for Enclosed Hitting Bay Cover with wind protection</b>			<b>\$225,442.50</b>
<b><u>Option 4</u></b>	170 X 25	Enclosed Aluminum Hitting Bay Cover w/ roll up doors Enclosed w/ roll up glass/acrylic garage doors on rear of bays	4250 SF
<b>Total Price for Enclosed Hitting Bay Cover with Roll Up Doors</b>			<b>\$295,290.00</b>

**Additional Options:**

Hitting Bay Dividers (4ft)	18 Dividers @	\$375.00	\$6,750.00
EXLED Range Lighting Fixtures (To be mounted and wired by others)	9 Fixtures @	\$1,750.00	\$15,750.00
LED lights in each bay - 3 per bay - mounted (wired by others)	51 LEDs @	\$195.00	\$9,945.00

\*\*\* CTT Anchoring system is included in the pricing. CTT anchoring system will reduce concrete costs of project.

**Services & Fees Included with Price**

Canopy & Enclosure Installation	Included
Delivery of the product	Included
System Engineering (signed and sealed drawings by licensed engineer)	Included
Logistics (Travel Costs etc..)	Included
Any necessary Core drilling needed for anchors during installation	Included
Door openings where instructed by customer	Optional
*Permitting (See notes below)	Not Included
Site Prep and Soil Testing	Not Included
3rd party inspections fees	Not Included
Concrete Slab By Others (no less than 6" under columns. Varies by location)	Not Included
Electrical	Not Included
Municipality Permit Fees	Not Included
SIP walls and Acrylic sliding windows	Optional

*\*\*Permitting: responsibilities to be taken care of by owner or contractor hired by owner. We will provide signed and sealed structural drawings by a licensed engineer with your state seal ready for permitting*

**Appendix Catalog:**

- The above scope is for aluminum golf hitting bay cover at Winter Park Pines Golf Club - 17 Bays
- We propose to furnish material and labor for the proposed Aluminum Golf Hitting Bay Cover complete in accordance with specifications and engineered drawing provided and in accordance with local building codes. Additional options listed above.
- This price includes all services detailed in the scope above in the "services included with price" This product can be ready for shipment within 21 business days of receiving material.
- Once proposal is accepted and deposit has been sent, we will provide engineered drawings for permitting. Product can be ready for install within 2 weeks of acquiring Permits to be pulled by others. **By signing the proposal, you agree not to share any of our product and proprietary foundation information or disclose design details.**
- Proposal is good for 30 days. Our suppliers periodically have price increases on aluminum, the proposal would need to be modified to cover the difference in cost after that time if necessary.
- Our payment draw schedule options listed below:
- Pay Schedule
  - 25% - Deposit upon acceptance of the proposal
  - 25% - Deposit at time of permitting
  - 50% - Balance due upon completion

**ACCEPTANCE OF PROPOSAL:**

The above specifications, prices, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Please initial desired product option as well as payment option section and sign below

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Winter Park Pines Golf Club Representative

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Cover the Tees Representative

Winter Park Pines  
 Winter Park Florida

\*

17 Bay open air structure

	Price	Quantity	Total Cost	
<b>Heating/Cooling</b>				
Cost of units	\$ 2,000.00	0	\$ -	
Shipping	\$ 2,500.00	0	\$ -	
Installation and piping plus service			\$ -	
Fans	\$ 250.00	0	\$ -	
Fan Installation and Hook up	\$ 150.00	0	\$ -	
				\$ -
<b>Power and Data</b>				
Electrical Installation			\$ 52,500.00	
Data Cabling Installation & Testing			\$ 10,000.00	
				\$ 62,500.00
<b>Concrete Slab</b>				
Excavation and Prep	\$ 2.50	4250	\$ 10,625.00	
Concrete	\$ 10.50	4250	\$ 44,625.00	
				\$ 55,250.00
<b>Range Lighting</b>				
Fixtures	\$ 1,750.00	9	\$ 15,750.00	
				\$ 15,750.00
<b>FF&amp;E</b>				
Furniture	\$ 1,000.00	0	\$ -	
TVs	\$ 300.00	0	\$ -	
				\$ -
<b>Cover the Tees Building</b>				
Structure	\$ 34.50	4250	\$ 146,625.00	
Hitting Mats	\$ 650.00	0	\$ -	
Interior lights	\$ 195.00	51	\$ 9,945.00	
Bay dividers	\$ 375.00	18	\$ 6,750.00	
Garage doors	\$ 7,200.00	0	\$ -	
Walls with Windows	\$ 3,500.00	0	\$ -	
End Walls	\$ 3,700.00	0	\$ -	
				\$ 163,320.00
<b>Netting</b>				
Netting Estimate			\$ -	\$ -
<b>Putting Course</b>				
18 hole course			\$ -	\$ -
<b>Artificial Turf</b>				
Base	\$ 2.00	0	\$ -	
Turf & install	\$ 3.75	0	\$ -	\$ -
<b>Short Game Area</b>				
Chipping Area with Greens and trap				\$ -
Totals				\$ 296,820.00

OTHER ITEMS TO CONSIDER  
 project management  
 Bonding  
 Business licenses and surety  
 Permitting



# Winter Pines Golf Course Advisory Board

# agenda item 6.a

**item type**

Staff Updates

**meeting date**

April 14, 2025

**prepared by**

Jason Seeley, Director of Parks and Recreation

**approved by****subject**

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**motion | recommendation****background****alternatives | other considerations**

**fiscal impact**

**attachments**

None