



# Winter Pines Golf Course Advisory Board Regular Meeting Minutes

**April 14, 2025 at 8:00 AM**

City Hall Commission Chambers  
401 S. Park Avenue

## **Present**

Nancy Freeman, Mark Hitchner, Matt Hurst,

## **Absent**

David Webster, Sidney Cash, 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 at 8:04am by Vice-Chair, Justin Ingram.

### **2. Consent Agenda**

- a. Approve the minutes of March 10, 2025

**Motion made by Nancy Freeman, seconded by Matt Hurst, to approve the March 10, 2025 minutes**

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

None present

### **4. Action Items**

- a. Cover the Tees

Gregg Pascale, Golf Course Operations Manager, provided the board with an update for moving forward with building the structure using Cover the Tees. He reviewed costs, timeframes, and an explanation of how the bays would be set up. Once the bays are complete, any of the three companies that have provided quotes for the program would be able to plug in and begin functioning immediately. The goal is to increase business and revenue to help offset the costs as well as bring additional business in for Bonfire.

Jason Seeley, Parks & Recreation Director, informed the board that there are not any funds for the project at this time, but once it is approved by the board, staff will move forward with requesting a CIP to fund the project.

The board stated the only con they can see with the project is losing the real grass area, as some players really look forward to having real grass over artificial turf. Mr. Pascale feels being able to play in the evenings, having family nights, etc. will more than offset the loss, if any, due to not having real grass.

The budget process has started internally and usually goes before the Commission in July, in order to be approved and placed into the fiscal year budget in October. Staff will work with procurement as a solicitation process would need to be followed, and a selection committee assigned to the contractor hiring process.

Mr. Seeley stated that start-up would probably be 30–60 days from construction completion as the system will be structured as a plug & play program. He also suggested that staff locate courses nearby that use each of the three software programs so board members can visit and see how it functions in person. However, other courses may not use the software program for the same purpose that Winter Park is looking to use it for.

At this time, there are twenty hitting areas and with the new program the optimal number would be seventeen bays. Timing is also a factor, and the construction of the system would not interfere with play on the remainder of the course. A good goal would be to have it completed by the end of November.

**Motion made by Nancy Freeman, seconded by Justin Ingram, to move forward with building a system with seventeen bays and move forward with presenting it to commission for approval. Motion passes 4-0.**

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

## **6. Staff Updates**

Mr. Pascale presented updates to the board as outlined in the agenda.

Winter Park 9:

In May, staff will be closing a few of the holes to verticut the fairway and then place a few tons of topdressing sand to level out the area which will help tremendously.

Bunker sand is being added over the next two weeks

Bunker renovation project is slated for early fiscal year 2026

Winter Park 18:

FSGA came out and re-rated the Winter Park 18.

Hole #1 is now the old hole #10 and is a par 5. The new layout improves the feel of the course and, instead of having four par 5 holes in a row, they are spaced out to make for a better flow.

Chlorine issue can be rectified if staff are notified when the chlorine is being added, so the water can be drained, therefore avoiding damage to the greens. When notified, staff can bleed off the chlorinated water before it is sprayed onto the greens.

The board inquired about staffing and Cathleen Daus, Parks & Recreation Assistant Director, informed them that staff has been working with city administration on keeping a tiered level of staff that are learning and increasing their knowledge that will help with coverage should someone be out or if additional assistance is needed for a project, etc. She feels it is very important to keep that tiered level in place to ensure the courses are run and maintained properly. The board also inquired how a resident would provide an endowment or give the city funds specifically earmarked for golf course improvements. Mr. Seeley stated that it can be done, and he believes there are opportunities for advertising, etc. to help offset long-term, ongoing costs.

Mr. Hurst pointed out the various tournaments throughout the year. Perhaps the city could charge a fee, maybe \$50 per person, but offer prizes or raffles. He believes people would still attend and enjoy that type of atmosphere. Mr. Seeley feels that is a great idea and would appreciate input from the board to assist staff in making it happen.

Mr. Seeley stated that staff would be going before the commission to present a similar topic and this would be the perfect time to include the donation, tournament fees, and community events.

Mr. Seeley reviewed the finances with the board showing the course has increased by \$90,000 in revenue, 7,000 rounds, and 1,300 member rounds throughout winter. Mr. Hurst suggested increasing the cost during daylight savings time like neighboring courses do, and instead of every 8 minutes, stretching it out to 11 or 12 minutes to ease the damage on the course. Discussion continued regarding ways to increase fees to help offset maintenance costs.

Mrs. Daus suggested giving the board time to review and digest the recommended changes and improvements before voting on an action in July, allowing staff to present them to the commission in August. That should be ample time to have it approved and placed in the budget for the new fiscal year. Mr. Seeley would like to provide the information to the board prior to the July meeting so they have time to review it and have questions ready for the July meeting.

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**

Motion made by Nancy Freeman, seconded by Mark Hitchner, to adjourn the meeting.  
Meeting adjourned at 9:20 a.m.

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