

Wicomico Shores Golf Course Advisory Board

Thursday, February 21, 2008
Special Meeting

MEMBERS PRESENT: Jim Hodges, Chairperson; Chico Rivers, Vice-Chairperson; Wayne Pettit, Bob Richardson, Rick Smith and Gloria Tippet.

MEMBERS ABSENT: Phil Cranford.

STAFF/OTHERS ATTENDING: Phil Rollins, Director, Recreation, Parks and Community Services (RP&CS) and Patty Meyers, Golf Course Manager, RP&CS. Mr. Rick Weber, Chairperson, Property Owners of Wicomico Shores Association (POWSA) also attended.

CALL TO ORDER

The meeting of the Wicomico Shores Golf Course (WSGC) Advisory Board was called to order at 5:30 p.m. in the temporary golf operations trailer at the Golf Course. Board members toured the renovated Clubhouse from approximately 5:00 to 5:30 p.m.

APPROVAL OF MINUTES

Approval of the minutes of January 9, 2008 was deferred until the next Board meeting.

BANQUET ROOM LAYOUT

Mr. Hodges called for discussion about the layout of the banquet room and bar area. Chairman Hodges wished to discuss banquet rentals and separation from the golfers/bar area patrons. Gloria Tippet stated that she was under the impression that when the room was rented the area would closed to other patrons; golfers could sit on the patio and access the bar through the window. Chairman Hodges said that unless you can close off the banquet rentals from the golfers in the bar area, you might have a problem. Mr. Rollins stated that he doesn't see what would be gained by adding another partition as that would take away from the banquet seating.

Ms. Meyers provided the Board of the following proposed room rental fees for FY09.

Banquet Room (East and west sides) – 175 people (approximate)
\$1,000 – 5hrs; \$100 / hr over 5 hrs
Includes (2 bartenders and 1 wait staff)
Outside catering/in house catering

Banquet Room (East side) – 100 people (approximate)
\$600 – 5 hrs; \$100 / hr over 5 hrs
Includes (1 bartender and 1 wait staff)
Outside catering/in house catering

Golf Functions Outside caterer
\$300 – 3 hrs; \$100 / hr over 3 hrs

Kitchen Rental - \$150
In – house catering
No charge - 3 hrs;\$100 / hr over 3 hrs

Meeting Room (East side) – 100 maximum
\$75 hour
In house catering

Mr. Rivers expressed concern with closing the bar area off from the golfers; Ms. Meyers stated that service to the golfers would not be cut off; they would be on the covered patio and have window service. Chairman Hodges stated you might not be able to measure what you are losing with limiting the large functions to starting at 5:00 p.m. in the summer months; for example, a large wedding reception held at 1:30 couldn't be booked because the entire banquet room can't be rented until 5:00 pm. Bob Richardson stated that if the golfers are given enough notice, then the entire area could closed and rented for private functions before 5:00 pm. Ms. Meyers stated that could be done; she noted the schedule was developed to try and accommodate everyone while maximizing revenue for the golf course. Mr. Rivers stated that maybe the best way would be to try the plan and then see how it works. The question was raised about the infrastructure for bands and DJ's; Ms. Meyers stated that infrastructure has been included in the renovation plans.

The consensus of the Board was that if there is a large function proposed, staff will consider the proposal and may close the entire area for the private party. The outside patio and service area will still be available for golfers.

ELECTRIC CARTS

Mr. Hodges asked if the downstairs cart storage area will be equipped to handle electric carts. Ms. Meyers stated that the power supply is there but the individual circuits are not. Mr. Rollins stated that early on in the planning stage it was thought the course would install the hookups for electric carts but the cost and other design issues necessitated that being taken out of the plan. The course can still switch to electric carts in the future as the electrical service is there; the renovation project couldn't support the significant cost of the hook-ups at this time. Mr. Hodges stated that he has heard the gas carts run about \$400 - \$600 more than electric carts. Ms. Meyers stated that is possible for the initial purchase but other items to consider are the replacement batteries for electric carts at about \$700 per cart needed after 2-3 years, and electric and gasoline rates are both going up.

Mr. Pettit asked if the electric carts could be phased in. Ms. Meyers stated that could be done but most sources advise against that for safety and other reasons. He asked if the cost could be phased in; Ms. Meyers stated that could be done, but experience has shown it is better to do it all at once. Mr. Hodges stated that he would like to know what the cost would be to include the hook-ups for electric carts; this will be discussed during the next Board meeting.

Mr. Rollins reported that another item that will utilize a large portion of the project contingency (approximately \$50,000) is the fire suppression booster pump that wasn't anticipated. This is needed as there isn't adequate water pressure to support the fire suppression system. This was tested two times and it was determined by MetCom that this is needed; this is not unusual for

commercial buildings. Mr. Hodges stated some structural items that needed to be addressed and the booster pump have used approximately \$100,000 of the \$150,000 contingency.

FOOD, BEVERAGE AND BANQUET POSITION

Mr. Rollins stated the County is in the process of filling the Food, Beverage and Banquet Supervisor position. The interview process has been completed and a contract has been offered to an individual. Hopefully the individual will accept and the position will be filled in March.

REVERSAL OF THE NINES

Mr. Rivers asked when the renovated facility is opened if the nines will be moved back to their original format. Ms. Meyers stated that this is underway and the nines will be moved back on April 1st at the start of the season.

SCORECARDS

Mr. Hodges asked when the scorecard advertising contract ends and if we will use Burco again. Ms. Meyers stated that the three year agreement on the scorecards ends in December and the sign advertising contract ends in 2011. Mr. Hodges stated that if the Board wants to provide input on the scorecards, they will have to discuss this before December.

Mr. Rivers asked for a follow-up on the issue of patrons displaying inappropriate behavior at the facility. Ms. Meyers stated there have been two offenders who have been given verbal warnings; if the situation occurs again, they will be given 30 day suspensions from the facility. Mr. Rivers also asked who has completed the TAM class for the Golf Course; Ms. Meyers stated that John McCloskey and Lucy Erskine are currently TAM certified. Ms. Meyers stated that staff has the authority not to serve those who may have had too much to drink.

TOURNAMENTS

Mr. Rivers stated that he hopes SMECO will hold its annual tournament at WSGC this year. SMECO is currently comparing the cost of holding the tournament at WSGC or at Breton Bay Golf and Country Club. Mr. Hodges asked Ms. Meyers for the costs associated with holding tournaments at WSGC. She reported that greens/cart rental fee is \$38 per person; all drinks need to be purchased from the golf course; the banquet room rental is \$300; if the tournament holder purchases the food from the golf course there is no room rental fee; there is a \$150 fee if they use kitchen. The plan is for the course to eventually do all the catering of food in-house. Sodas and water are \$16 per case; that includes beverage carts, coolers and ice; \$8 per case if they have their own coolers.

AUDITED FINANCIAL STATEMENT

Ms. Meyers provided copies of the updated and official financial statement for the golf course.

Ms. Meyers provided a copy of an article in PGA magazine regarding women in golf. The author contacted Ms. Meyers a few months ago for information and she was featured and quoted in the

national magazine article.

SCHEDULING THE NEXT MEETING

The next regular meeting of the WSGC Advisory Board will be held on Wednesday, April 9, 2008, at 6:00 p.m., at the temporary golf operations trailer.

The meeting concluded at approximately 6:50 P.M.

Kathy Bailey, Recorder