

WICOMICO SHORES GOLF COURSE ADVISORY BOARD

**December 8, 2004
Meeting Minutes**

MEMBERS PRESENT: Merrill "Chico" Rivers, Chairperson, Phil Cranford, Jim Hodges, Wayne Petitt, Richard Smith and Gloria Tippett.

MEMBERS ABSENT: Robert Richardson.

OTHERS ATTENDING: Phil Rollins, Director, St. Mary's County Department of Recreation, Parks and Community Services; and Pat Meyers, Golf Course Manager.

CALL TO ORDER

The Wicomico Shores Golf Course (WSGC) Advisory Board meeting was called to order at 6:00 P.M. at the WSGC Clubhouse.

APPROVAL OF MINUTES

Rick Smith motioned, seconded by Jim Hodges, to approve the minutes of September 7, 2004. Motion carried 6-0.

WICOMICO SHORES GOLF COURSE CLUBHOUSE PROJECT UPDATE

Phil Rollins, Director of Recreation, Parks and Community Services, informed the Board that staff has developed a final draft of the solicitation for the WSGC Clubhouse renovation project. He expects the solicitation will be out to bid in January 2005. The document has been drafted so that firms may bid on renovation of the current Clubhouse building (with a project maximum of \$900,000) and/or renovate and expand the upstairs portion of the building (project \$1.2 million). The draft solicitation, which will include the project scope of work, will be e-mailed to Advisory Board members for comment within the next few days. A representative for the WSGC Advisory Board will serve on the solicitation evaluation committee.

Chairman Rivers expressed the concern that offering two options for the bid may cause confusion for the bidders; Mr. Rollins thought those concerns could be addressed during the pre-bid meeting.

WICOMICO SHORES HOUSING DEVELOPMENT

Chairman Rivers didn't think a contract for the Clubhouse project could be awarded until the Golf Course housing/development conflicts have been addressed. Mr. Rollins stated that no site plan has been submitted for phase III of the housing development project at this time. He provided a previous draft of the site plan/map of the development. He pointed out what has been built and what may be built in the future. Phase III is contingent upon getting additional water and sewer capacity

and would likely require a special taxing district for new roads. He also pointed out that a potential developer may have plans to develop some additional area not previously approved for development.

Mr. Rollins stated that the plans for future sections of the Wicomico Shores development were sent to Ault, Clark & Associates, Ltd., golf course architects, to provide feedback on the impact the proposed future development would have on the Golf Course. The architect provided a drawing which shows where problems would occur if development moves forward. The report was sent to the potential developer and he has expressed willingness to work with the County to protect the Golf Course. The Planning Commission and the BOCC will take this information in consideration when/if the project moves forward to the approval stage.

Chairman Rivers asked about the status of measures that were planned to help alleviate conflicts with homes near the Golf Course. Ms. Meyers stated that construction has begun to expand/restructure the third tee and that should be completed this spring. The bunker on the left side of the third tee will also be completed this spring.

OPERATING BUDGET AND BUDGET PROCESS

Mr. Rollins referred to several handouts listed below that were previously mailed to Board members.

1. Golf Play Statistical Information – this handout is updated annually and provides an at-a-glance calendar year report on how the Course has done from year to year.
2. Fiscal Year 2005 summary sheet – shows 2005 projections and year to date actuals.
3. Comparison of FY04 and FY05 – Mr. Rollins pointed out that operating expenses for the Clubhouse had to be put back into the FY05 budget since it had previously been anticipated that the Clubhouse project would be under construction in FY05.
4. Explanation sheet of categories and what they include.
5. Monthly report to determine what was spent within each line item and what is remaining in the budget for that line item.
6. FY05 Schedule of fees. Mr. Hodges pointed out that the cart fees should be changed from \$14 to \$15.
7. Golf Course Capital Expenditures sheet – shows capital projections from FY2003 - FY2007 for golf carts, maintenance equipment, course improvements, irrigation and chemical shed.

Mr. Hodges asked why the revenue numbers were down in the first quarter of 2005; Ms. Meyers stated she believed that was due to adverse weather conditions experienced in the first quarter of 2005. If rounds of golf are down, then cart rentals are down as well as the food and beverage operation.

Mr. Cranford noted that interest rates have gone up some since the original projections were developed, so the payment might be a little higher. Mr. Rollins noted that more money is in the WSGC savings account than originally projected, therefore less money would need to be borrowed. Mr. Pettit asked if the Golf Course could borrow the money for the project from the County treasury; Mr. Rollins stated the County normally does not upfront the money from the general fund for capital

projects.

Chairman Rivers asked all members to continue to review the financial information provided and e-mail comments or suggestions to him or Mr. Rollins.

GOLF COURSE POLICIES

Ms. Meyers outlined several existing golf course policies.

- Non-Golfer Policy – non golfers are not allowed on the Golf Course. This has been a policy for some time to protect the Golf Course and reduce potential liability.
- Tee Times – currently, season pass holders have preferred tee times and can reserve tee times seven days in advance and non pass holders can reserve tee times five days in advance. Ms. Meyers expressed concern with blocking off most of the prime tee times for season pass holders, especially since this is a municipal course. She thinks the general public needs to be able to reserve prime times on weekend mornings also, while preserving the number of season pass holders.
- 9-Hole vs. 18-Hole Rates – currently, the weekday fee for 9 holes is \$10.50 and the weekday fee for 18 holes is \$19; Ms. Meyers believes that 9 holes should be more than 50% of the 18-hole rate, thus giving a discount for the second 9 holes.
- Cart Rates – currently, the rate for one rider for 18 holes is \$15 and the rate for two riders is \$26 (meant to increase sharing of carts). Some thought it should be the same rate for all; Ms. Meyers suggested that if the rate is changed then maybe a new rule of two carts per foursome needs to be in place.
- Age to Rent Golf Carts – currently, players have to be age 16 to rent carts; possibly that should be age 18. If players are requesting the junior reduced rate, they should not be renting/driving a cart.
- Fivesomes – the course no longer allows fivesomes.
- Junior Weekend Passes – should the course allow Juniors with a Weekend Pass (after 12:00 on weekends and holidays) to play during primetime on weekends? The consensus was to add 7-Day Unlimited Junior Pass.
- WSGC Tournament Prizes – Currently some tournament prizes for men and women are awarded depending upon the fees collected for men and women (example: if \$100 is collected from men, then \$100 is awarded in men's prizes; if \$30 is collected from women, then \$30 is awarded for women's prizes – it has been less in the past for women since there have been less women in the tournaments). Some expressed interest in adding the fees together and awarding the same amount for both the men's and women's prizes in the same categories. The consensus was that if women have to pay the same entry fees, they should receive equal prizes.

Mr. Smith suggested expanding the use of marshals to further monitor the Course and “move people along.” The Board will consider and vote on these policies as necessary during the next meeting to be held in January.

SCHEDULING OF NEXT MEETING

The next meeting of the WSGC Advisory Board is scheduled for Wednesday, January 5, 2005 at 6:00 P.M. at the Wicomico Shores Golf Course Clubhouse.

The meeting concluded at approximately 7:30 P.M.

Kathy Bailey, Recorder