

WICOMICO SHORES GOLF COURSE ADVISORY BOARD

January 5, 2005
Meeting Minutes

MEMBERS PRESENT: Merrill "Chico" Rivers, Chairperson, Phil Cranford, Jim Hodges, Wayne Pettit, Richard Smith and Robert Richardson.

MEMBERS ABSENT: Gloria Tippet.

OTHERS ATTENDING: Phil Rollins, Director, St. Mary's County Department of Recreation, Parks and Community Services (RP&CS), and Patty 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 Wicomico Shores Golf Course Clubhouse.

APPROVAL OF MINUTES

Rick Smith motioned, seconded by Jim Hodges, to approved the minutes of December 8, 2004; motion carried.

GOLF COURSE CLUBHOUSE RENOVATION/EXPANSION SOLICITATION

Mr. Hodges indicated that he thought the project not-to exceed budget statement in item C-1 needed to be clarified. The bid document currently reads "The maximum not-to exceed budget for Alternative I is \$900,000 and Alternative II is \$1,200,000." Mr. Hodges suggested rewording the sentence in the bid document to read "The maximum not-to exceed budget for Alternative I or Alternative II is \$1,200,000." Item C-4 would remain unchanged.

Chairman Rivers asked if the solicitation is specifying that the banquet room be maintained at 1,800 s.f. under item M on Page 6. Mr. Rollins stated yes, that it means, at a minimum, the banquet room needs to be the same size as it is now, but can't be any smaller.

Chairman Rivers said he did not see any mention of preserving the brick exterior. Mr. Rollins stated that is not listed in the solicitation since no construction is proposed for the exterior. This will be stated during the pre-bid meeting.

Mr. Hodges asked if the facility currently has 140 s.f. of office space (item F on Page 6) and if the storage area is currently 400 s.f. (item H on Page 6). Patty Meyers stated that, yes; those are the current sizes for the office space and storage area. He asked if there is currently room for 30 gasoline carts (item I on Page 6). Ms. Meyers stated that, yes, there is currently room for 30 gasoline carts. He also asked if the snack bar currently accommodates 85 people. Ms. Meyers stated that it currently holds 85 people.

Mr. Hodges asked if item D on Page 6 is needed. Mr. Rollins stated that he talked with Chris Bologna, CSBI, this week and Mr. Bologna suggested changing

the wording for item D to reflect: Pro shop personnel must be able to directly or indirectly monitor golf course areas (tee #1, tee #10, greens #9 and greens #18) by direct sight or closed circuit T.V. Mr. Rollins thought the first part was important to provide as much flexibility as possible to monitor operations from the pro shop; the course can also use marshals and starters as needed.

Mr. Hodges stated that he did not realize the Clubhouse had eight bathroom facilities as specified in item N on Page 6. Mr. Rollins stated that the last sentence of that paragraph will be removed. Several other editing changes to include upgrading the electrical system for future electric golf carts and the addition of guidelines for a sprinkler system were noted. Several changes suggested by the County Attorney were also noted. Mr. Rollins stated that he will be discussing the solicitation further with Mr. Bologna for other editing changes. The updated scope work will be mailed to Board members.

Wayne Pettit questioned whether some of the items in the scope of work were luxury type items and might drive up the cost; he thought the main goal was bring the building up to code. Mr. Rollins stated that offerors will have to submit proposals at or under \$1.2 million; separate cost estimates would be provided for other items not listed in the offeror's base proposal. Offerors can provide cost proposals for Alternate I (renovation only) or proposals for Alternate II (renovation and expansion), or they may provide a proposal to accomplish both.

Mr. Rollins estimated that the revised scope of work will be provided to the Board within the next few weeks. He would like to advertise the project in February with the proposals due in early April. It is anticipated the contract will be awarded in late spring or early summer. Depending on which option is the best value for the County, Alternate I will probably take one year to complete and Alternate II will probably take eighteen months.

GOLF COURSE FY06 BUDGET OVERVIEW

Ms. Meyers provided a handout of the Golf Course Division's preliminary FY06 budget request. The Golf Division budget submission is due to the Director in a few weeks, the Department's budget is due to Finance by February 11th, the BOCC will receive all the budget requests from County Departments in early March and the final budget will be adopted in May.

Mr. Rollins stated that the FY06 Golf Division budget request is about the same as last year with slight increases in revenues and expenses. The FY06 budget does not request any funds for major course improvements.

Mr. Hodges inquired about the amount currently in the golf course fund balance. Mr. Rollins will check with Finance on the fund balance for the Golf Course and provide that information to the Board.

Mr. Hodges mentioned that he heard the heating unit was broken at the Clubhouse. Staff plans to order a new heat pump for the Clubhouse in the near future to address immediate heating needs; it is anticipated that the new unit will be used as part of the renovation and that will be communicated to the successful offeror.

REVIEW AND ACTION ON GOLF COURSE POLICIES

The Board discussed the following policies and took the following actions (policies were also described in the minutes of December 8, 2004).

- Non-golfer Policy – Most municipal facilities do not allow non-golfers on the golf course; sometimes private facilities do allow this. **Rick Smith motioned, seconded by Phil Cranford, to keep current policy which specifies that all people on the course must have clubs and pay appropriate fees. Motion carried.**
- 9 Hole vs. 18 Hole Rates – **Jim Hodges motioned, seconded by Rick Smith to leave the policy as is for the 9-hole vs. 18-hole rate (the 9-hole rate is slightly higher than the 18-hole rate). Motion carried.**
- Single Cart Rates – **Rick Smith motioned, seconded by Wayne Pettit, to change the policy to specify only one cart rental per every two players (currently anyone can rent a cart). Motion carried.**
- Age for Cart Rental – **Jim Hodges motioned, seconded by Rick Smith, to change the cart rental policy reflecting that players have to be 18 to rent a cart (currently anyone with a driver's license can rent a cart). Motion carried.**
- Fivesomes – **Phil Cranford motioned, seconded by Rick Smith, to maintain the current policy with regard to fivesomes (currently fivesomes are not allowed on the course). Motion carried.**
- Tee Times – The Board discussed the pros and cons of having preferred tee times at length. **Mr. Pettit motioned, seconded by Rick Smith, that any St. Mary's County resident can request one of the five prime-time tee times, generally held open for guest play on Saturdays and Sundays, seven days in advance. Motion carried.** This will be implemented on a trial basis and re-evaluated July 1, 2005.
- Junior 7 Day Unlimited Pass – **Jim Hodges motioned, seconded by Phil Cranford, that all juniors should be allowed to play at all times for the Junior Rate. Motion carried.**
- Discussion on Tournament Fees and Prizes – The group discussed tournament pool prizes for women and men.

WATERFRONT PUBLIC LANDING PROJECT

Chairman Rivers asked that Mr. Rollins research whether the dredge material from the waterfront area is safe to use as base material for the new bunkers being constructed on the golf course. Mr. Rollins stated that he did contact the Health Department and has been assured the material is safe to use for this purpose. All County and State permits and approvals have been secured for this project.

Mr. Hodges asked about the course re-rating with the Maryland State Golf Course Association. Ms. Meyers stated that the course will be re-rated this year. Playing the back nine before the front nine will not affect the rating.

Mr. Pettit asked why the Senior Tees were taken out for the season. Ms. Meyers stated there is not enough space or real need for these at this time. The consensus was to leave tees the way they are at this time.

SCHEDULING OF NEXT MEETING

The next meeting of the WSGC Advisory Board is scheduled for Wednesday, March 9, 2005 at 6:00 P.M. at the Wicomico Shores Golf Course Clubhouse.

The meeting concluded at approximately 8:00 P.M.

Kathy Bailey, Recorder