

Wicomico Shores Golf Course Advisory Board MINUTES

April 17, 2024

MEMBERS PRESENT: Bernie Kneeland, Chairperson; Tom Eicholtz, Vice-Chairman, Jim Hodges, Terry Black, and Brian Hammett.

R&P STAFF PRESENT: Patrick Dugan, WSGC General Manager

CALL TO ORDER

The meeting of the Wicomico Shores Golf Course Advisory Board (WSGCAB) was called to order at 6:05 p.m. at the Riverview Restaurant at Wicomico Shores Golf Course by the Board Chair, Bernie Kneeland

APPROVAL OF MINUTES

Minutes of the January 17, 2024 meeting were approved by email prior to the April meeting.

GOLF COURSE/RESTAURANT UPDATES

Patrick Dugan provided copies of the following documents/ information to the board

- Year to Date Rounds of Golf, Revenue and Expense Comparison FY21 to FY24
- WSGC Revenue Comparison FY24 and FY23
- WSGC Expense Comparison FY24 and FY23
- Annual Comparison FY17-FY24

In summary of the above documents, Patrick reported that overall golf operations and restaurant were doing well. Green and cart fees in the first three quarters of FY24 exceeded the green and cart fees in for the first three quarters of FY23. Restaurant revenue for the first three quarters of FY24 also exceeded the first three quarter FY23 revenue. Bottom line is that total revenues for the first three quarters of FY24 exceeds expenses for a positive net of \$131,488.

- Status of Capital Improvement/ Equipment Purchases
 - FY24 budget included funding via ECC for capital equipment (mowers, Gator, tractor)
 - FY24 included a plan to purchase 1 greens mower, 1 Gator vehicle, 2 Zero turn mowers, 1 tractor. The money was not released until early September so the purchase orders were prepared/ approved and released later than originally anticipated.
 - The purchase order for the two (2) was approved and the two zero turn mowers are in place.
 - Purchase order for the Gator was approved and the Gator has been delivered to the course.
 - Purchase order for the greens mower was approved. Patrick reported that the greens mower may be delayed until September/ October 2024. If that is the case, the grounds crew will have to use the existing greens mower which may require some additional funding to maintain.
 - Purchase order for the tractor was approved. However, Patrick reported that the tractor would not be ready until September 2024. The delay in receiving the tractor is holding up planned efforts to complete some of the maintenance efforts planned in FY24 (e.g. tee box improvement and moving dirt to holes #7, 13, 15.)
 - Pat reported the course did obtain a ball picker for the driving range.
- Patrick and Jim continue to address some of the recommendations included in the Agronomy report to continue to improve the condition of the golf course. Efforts include working to improve the collar areas around several of the greens. Plans to Sod some of the areas requiring grass are on hold waiting to get Sod delivered.

OLD BUSINESS

- Annual Pass Service Fee
 - Patrick reported that he has received approval for the “pay by the month” system for annual membership dues. The pay by the month process begins when a member initiates his membership. The annual dues are spread over a six-month period. A member’s credit card or bank will be billed monthly for six months to cover his annual dues (example if your annual dues are \$1350. You will be billed (\$1350/6 or \$225 per month for six months. A \$24 service fee will also be amortized over the six-month payment period. Members will be notified when the payment is scheduled to be charged to their credit card or bank account each month.
- Golf Cart Replacement Plan
 - Club Car Carts are now at the course. The new carts include a USB connector in the front of the cart and a cooler on the saddleback.
- Update on County efforts on “Green Initiatives”
 - No “Green Efforts have been identified yet.

New Business

- A brief discussion of the FY25 Budget identified that Patrick’s submittal included:
 - A request for 400 additional man hours for cart management (checking out carts, cleaning, and refilling gas, etc.) and Course Marshall support.
 - A placeholder for \$150K for CIP efforts in FY25
 - Funds for the acquisition of six (6) pieces of additional equipment
 - Funds for one full time employee to support grounds maintenance efforts.
- Patrick reported that the FY 25 Budget item for the six pieces of additional equipment was going through an appeal process. The appeal process is to resolve a finance issue.
- The final budget is still scheduled for approval in the May timeframe.

Next Meeting

- The next meeting is scheduled for Monday, July 15, 2024 at 6:00 pm at the Wicomico Shores Golf Course Clubhouse. (Note: this is a change from Wednesday to Monday to accommodate Board members who are playing in the Men’s League).

ADJOURNMENT

- Terry Black made a motion to adjourn and Jim Hodges 2nd the motion. The meeting adjourned at approximately 7:00 P.M.

Bernie Kneeland

Minutes approved by the WSGC Advisory Board on