

**Wicomico Shores Golf Course Advisory Board
MINUTES
Wednesday, September 13, 2017**

MEMBERS PRESENT: Bob Richardson, Chairperson; Dick Buckler, Bob Collier, Peter Delman and Jerry Slagle.

MEMBERS ABSENT: Jenny Russell and David Phalen.

R&P STAFF AND OTHERS PRESENT: Arthur Shepherd, Director; Nick Isom, Golf Course Manager; and Jim Farren, Golf Course Superintendent; all from St. Mary's County Department of Recreation and Parks. Dr. Rebecca Bridgett, County Administrator, and Jeannett Cudmore, Chief Financial Officer attended a portion of the meeting.

CALL TO ORDER

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

APPROVAL OF MINUTES

Bob Collier, moved, seconded by Peter Delman, to approve the minutes of June 21, 2017 with corrections; motion carried with all in favor.

CAPITAL IMPROVEMENTS PROPOSAL

Department Director Arthur Shepherd provided updated information on the proposed plan of action for future Wicomico Shores Golf Course major projects. During the June 21, 2017 Board meeting the Board did not reach consensus on the proposal. The Commissioners responded by sending a letter to the Board stating that other County leadership would assist the R&P Director in developing an analysis of the request and to work with staff in preparation for a future Commissioner meeting. Mr. Shepherd met with Dr. Rebecca Bridgett and Ms. Jeannett Cudmore on the matter. A revised proposal was developed that R&P believes will help enhance daily operations and improve customer satisfaction.

Recommendations call for: 1) continue to fund the WSGC operational expenses, including debt service, within the WSGC Enterprise fund; and, 2) recommend funding major projects through the Recreation Facilities & Parks Improvements CIP.

The first portion of the plan calls for the Department to request approval of a budget amendment to allow renovation of bunkers (9 holes) to be accomplished in FY2018. Maintenance of equipment is already budgeted for FY2018. The next portion of the plan calls for improvements in FY2019 – FY2021. Items proposed include: bunkers (remaining 9); equipment; carpet; cart paths; maintenance building upgrades; restaurant equipment; remaining cart paths; roof replacement and HVAC. The budget amendment is proposed to move forward on or about October 3, 2017. The FY2019 budget process begins in November. A budget workshop with the Board will be scheduled in late October or early November.

Peter Delman moved, seconded by Dick Buckler, to approve the Wicomico Shores Golf Course plan of action for major projects for FY2018 and to work with staff on the priority list of projects for FY2019 and beyond; motion carried with all in favor.

OTHER BUSINESS

Mr. Shepherd announced that Internet connectivity has improved and the Emergency Services and Information Technology Department has installed new software to enable online booking of tee times.

SUPERINTENDENT'S REPORT

Mr. Farren, Golf Course Superintendent, provided a report that covered the following items.

- Aerification of greens was completed two weeks ago.
- A patron donated funds improve drainage on sand trap 18 and cart paths on 10 & 1.
- He will work this fall on the rock project on 15.
- He noted the equipment replacement plan needs to be reviewed each fiscal year.

FINANCIAL REPORT

Nick Isom provided a year-to-date FY2018 compared to FY2017 financial report.

- Course is up about 1,000 rounds over this time last year.
- September is trending up for rounds; weather has been favorable lately.
- Advertising has been successful.
- Revenues are up by about \$40,000 compared to this time last year; expenses are up by about \$24,000.
- Bottom line - course is about \$16,000 ahead in operating income over this time last year.

CLUBHOUSE EVENTS

Mr. Isom reported that there are still six tournaments scheduled for this year.

SCHEDULING THE NEXT MEETING

The next regularly scheduled meeting of the WSGC Advisory Board is anticipated to be held in October / early November 2017.

ADJOURNMENT

The meeting adjourned at approximately 7:00 P.M.

Kathy Bailey, Recorder (from tape recording)

Minutes approved by the WSGC Advisory Board on November 9, 2017.